



# TENTATIVE ANNUAL BUDGET AND CAPITAL IMPROVEMENT PROGRAM

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**FY 2023/2024**  
LEON COUNTY, FL



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

LEON COUNTY BOARD OF COUNTY COMMISSIONERS



(From left to right) District 1 Commissioner Bill Proctor, District 5 Commissioner David O'Keefe, At-Large **Vice-Chair** Commissioner Carolyn Cummings, At-Large II **Chairman** Nick Maddox, District 4 Commissioner Brian Welch, District 3 Commissioner Rick Minor, District 2 Christian Caban

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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### Nick Maddox, Chairman, At-Large



Nick was elected to serve the citizens of Leon County in 2010 with the goal of bringing diversity, increased transparency, and a competitive edge to a county he has grown to love. Recruited to play football in 1999 for Florida State University, Nick left North Carolina for Tallahassee and found the place he would call home. As a running back with FSU, Nick was a part of the 1999 National Championship Team and left in 2001 to play at the highest level, the National Football League.

After spending three years in the NFL playing with the Browns, Chargers and Panthers, Nick returned home to Tallahassee and the Florida State Seminoles. He graduated with dual degrees in business and real estate while working with the Seminole Boosters.

Nick's passion for football, winning, and family has translated quickly to success for Leon County. He has committed his time in office to focusing on building up Tallahassee's youth, bringing in new businesses to Tallahassee, and growing local businesses. His tenacious support of redevelopment areas, quality of life, and environmental preservation is ensuring that Leon County remains an ideal home for years to come.

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### Carolyn D. Cummings Esq., Vice-Chair, 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 received her Juris Doctorate from the University of Florida Law School. A Leon County resident for over thirty-five years, she has been a practicing attorney in the public and private sectors, in various state agencies that have since been abolished, including the State of Florida Department of Labor and Employment Security as Assistant General Counsel, the State Retirement Commission, as Legal Advisor 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 after being elected, she only practices in the area of probate law.

As an undergraduate, she became committed to public service through her membership in Delta Sigma Theta Sorority, Inc., and is now a Golden Life Member and a local member of the Tallahassee Alumnae Chapter. She is currently actively involved in many community service organizations that are designed to enhance the quality of life for all citizens. Those include the National Association of University Women, 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 as a Past President and Past Vice-President, the Tallahassee Bar Association, and the Florida Bar Association. She served as Past President and former Board Member of Legal Services of North Florida, Inc. for over 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. She is an associate member of the Tallahassee Chapter of Jack and Jill of America, Inc., and the current President of the Tallahassee Area Coalition Center of Excellence Advisory Board. A member of Bethel Missionary Baptist Church, Tallahassee, Florida for over thirty-seven years, she served for many years as the Church Attorney, Sunday school teacher and choir member. She is the proud Mother of one son, Terrell Cummings, a 2004 graduate from the Rickards High School International Baccalaureate Program. Terrell is a 2009 graduate from the University of Florida with a Biochemistry Degree and a 2013 graduate from Harvard Medical School. Terrell is presently a practicing anesthesiologist in Arlington, Texas.



## Introduction

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### Bill Proctor, District 1



Commissioner Proctor represents the citizens of Leon County District 1 which includes the central city and southside areas. Commissioner Proctor served as Chairman in 2006, 2015, and 2022. 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 mentor's 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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### Christian Caban, District 2



Christian Caban was elected to the Leon County Commission to represent District 2 in 2022. He is passionate about serving the best interests of District 2 and prioritizes public infrastructure, economic development, community safety, youth services and environmental issues. Christian is an entrepreneur and businessman bringing a practical business mindset to his role as commissioner. He has launched and successfully owns multiple hospitality businesses in Leon County. Christian is responsible for the strategic oversight of the businesses he runs. He is respected within the local business community for his hard-earned success as well as his dedication to seeing the greater Tallahassee business community thrive. Christian serves on the board of the Downtown Redevelopment Commission where he plays an active role in advising the Community Redevelopment Agency on revitalization strategies to stimulate the surrounding downtown area. Philanthropically, Christian is passionate about supporting underprivileged youth. He serves as the vice chairman of the board for the Children's Home Society and has founded numerous fundraisers and community events to benefit the community's at-risk children. A lifelong Floridian, Commissioner Caban was born in Miami and raised in Ocala, FL as one of six children. He attended Florida State University earning a bachelor's degree in chemical science and a minor in entrepreneurship.



## Introduction

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### Rick Minor, District 3



Rick Minor was elected to the Leon County Board of County Commissioners in 2018 and was re-elected in 2022. He represents the citizens of County District 3 and is focused on growing our economy, reducing crime, protecting the environment, and ensuring that our local government performs at the highest ethical standards. He is also concentrated on improvements to northwest Leon County such as the North Monroe corridor, Tharpe Street, and the Lake Jackson Greenway.

Rick recently served as the Chief Executive Officer of our region's nonprofit food bank. During his 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 coordinated with more than 135 agency partners across the Big Bend region; including churches, schools, and other nonprofits, and served 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, and the four of them often spend their time hiking along Leon County's trails or kayaking on Lake Jackson.

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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 Killearn 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.



# Introduction

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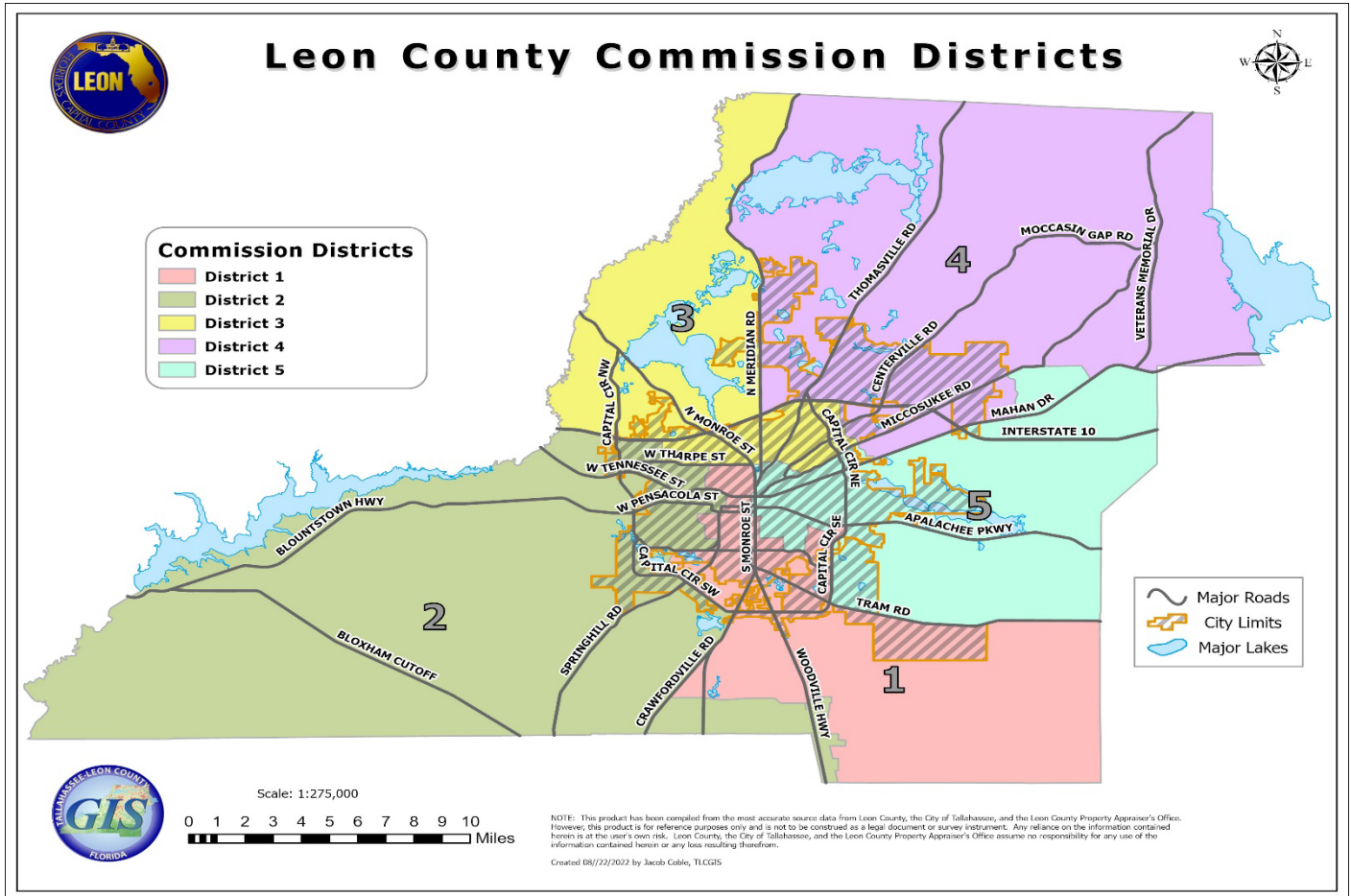
## David O’Keefe, District 5



David O’Keefe was elected to the Leon County Commission by the residents of District Five in 2022. Prior to his election he spent fifteen years overseeing the finances of public nonprofits and government organizations, with a proven track record of ensuring resources are used in the public interest. David obtained his Bachelor of Science in Accounting & Finance from Florida State University in 2007, then Master of Accountancy from Auburn University in 2009. He has been a licensed Certified Public Accountant in Florida since 2010. David has been fortunate to serve the community as a volunteer for VITA Low-Income Tax Preparation Program, the Tallahassee-Leon County Animal Shelter, and by fostering shelter animals. He and his wife, Brooke, live in the Old Town Neighborhood with their rescue pets.

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# »» Introduction



## LEON COUNTY, FLORIDA

Leon County is approximately 702 square miles. It has a population of approximately 299,130 people, with 98,841 living in the unincorporated area of the County and 200,289 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 Circuit Court & Comptroller, 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, 2022**. Leon County also received special recognition for the strategic goals and strategies category for demonstrating how the budget is aligned with the overall strategic priorities of the organization.

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 33<sup>rd</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

Shington Lamy  
Assistant County Administrator

Kenneth Morris  
Assistant County Administrator

Ben Pingree  
Assistant County Administrator

**Office of Management & Budget**

W. Scott Ross  
Director, Office of Financial Stewardship

Roshaunda Bradley  
Budget Director

Eryn Calabro  
Principal Management & Budget Analyst

Michelle Tipton  
Senior Management & Budget Analyst

Amy McClure  
Management & Budget Analyst

Shawnya Hernandez  
Management Analyst

Shivani Singh  
Intern

*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.

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# LEON COUNTY GOVERNMENT ORGANIZATIONAL CHART



BOARD OF COUNTY  
COMMISSIONERS



VINCENT S. LONG  
*County Administrator*



CHASITY H. O'STEEN  
*County Attorney*



MATHIEU CAVELL  
*Director, Community Relations and Resilience*



KEVIN PETERS  
*Director*

**| Emergency Management**

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



KIANNA GILLEY  
*Manager*

**| Community and Media Relations**

- Community Relations
- Media Engagement
- Crisis Communications
- Disaster Resiliency



KERRI POST  
*Director*

**| Tourism**

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



CANDICE WILSON  
*Director, Human Resources*



ALAN ROSENZWEIG  
*Deputy County Administrator*



WANDA HUNTER  
*Assistant County Administrator*



CHAD ABRAMS  
*Chief*

**| Office of Public Safety**

- Emergency Medical Services
- Consolidated Dispatch Agency
- Animal Control



TERESA BROXTON  
*Director*

**| Office of Intervention and Detention Alternatives**

- Probation
- Supervised Pretrial Release
- Drug and Alcohol Testing
- PSCC



PAMELA MONROE  
*Director*

**| Library Services**

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



KEN MORRIS  
*Assistant County Administrator*



SCOTT ROSS  
*Director*

**| Office of Financial Stewardship**

- OMB
- Risk Management
- Purchasing
- Real Estate Management



ROSHAUNDA BRADLEY  
*Director*

**| Office of Management and Budget**

- Budget Development
- Grants
- Fiscal Planning



MICHELLE TAYLOR  
*Chief Information Officer*

**| Office of Information and Technology**

- Management Information Services
- Geographical Information Systems



NICKI PADEN  
*Assistant to the County Administrator*

**| Legislative and Strategic Initiatives**

- Strategic Planning
- Legislative Affairs



SHINGTON LAMY  
*Assistant County Administrator*



BEN BRADWELL  
*Manager*

**| Veterans Services**

- Benefit Counseling
- Veterans Resource Center
- Emergency Assistance for Veterans



ABBY SANDERS  
*Manager*

**| Health and Human Services**

- Primary Healthcare
- CHSP
- Neighborhood Engagement
- Homelessness
- Direct Emergency Assistance



JELANI MARKS  
*Manager*

**| Housing Services**

- Affordable Housing
- Down Payment Assistance
- Rehabilitation



BRENT PELL  
*Director*

**| Public Works**

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



MAGGIE THERIOT  
*Director*

**| Office of Resource Stewardship**

- Sustainability
- Recycling
- Parks and Recreation
- Facilities
- Solid Waste
- Coop. Extension



BARRY WILCOX  
*Director*

**| Development Support and Environmental Mgmt.**

- Environ. Svcs.
- Dev. Svcs.
- Building Plans Review and Inspection
- Permit/Code Services

**| Department of P.L.A.C.E.**

*(Planning, Land Management and Community Enhancement)*

- Planning
- Blueprint
- Office of Economic Vitality
- MWSBE



# Leon County

## Board of County Commissioners

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

### Commissioners

NICK MADDOX  
At-Large  
Chairman

CAROLYN D. CUMMINGS  
At-Large  
Vice Chairman

BILL PROCTOR  
District 1

CHRISTIAN CABAN  
District 2

RICK MINOR  
District 3

BRIAN WELCH  
District 4

DAVID T. O'KEEFE  
District 5

VINCENT S. LONG  
County Administrator

CHASITY H. O'STEEN  
County Attorney

September 1, 2023

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 2023/2024 Tentative Budget. The Tentative Budget of \$349,453,357 represents an 9.9% increase from last fiscal year. The development of the FY 2023/2024 annual budget reflects the Board of County Commissioners' consistent fiscally conservative approach to budgeting, holding the property tax millage rate constant for the twelfth 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.

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, 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 three 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.

While the economy rebounded more quickly than expected from the impacts of COVID, the sudden and persistent rise in inflation continues to add 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, ensures

a high performing workforce with fair and equitable practices and invests in making the community stronger by leveraging partnerships and supporting those most in need. The major elements and strategies of the FY 2024 Tentative Budget include:

- No increase in the Countywide property tax rate for the twelfth consecutive year.
- No increase in the stormwater non-ad valorem assessment.
- No increase in the solid waste non-ad valorem assessment.
- Implements a planned increase in the Emergency Medical Service MSTU for the first time since the inception of the Leon County EMS program in FY 2004 to maintain service levels.
- Implements a planned rate increase for the fire service fee to adequately fund services.
- Reduced use of fund balances.
- Maximizes Federal and ARPA funding.
- Continued fiscal constraint in the operating budget with no new general revenue positions.
- Funding for contractual obligations and inflationary cost increases.
- Support for all Constitutional Officer budget requests, including:
  - Support for the Sheriff's budget, including funding for the pay plan for sworn officers to achieve and maintain recruitment and retention efforts.
  - Increased funding for the Supervisor of Elections operation to address the additional Presidential Preference Primary.
- Continued funding for primary healthcare and community health service partners.
- Capital funding to maintain strategic, long-term investments in infrastructure.

Even with the impacts of the COVID 19 pandemic and record high inflation, the FY 2023/2024 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 2023/2024 budget also reflects the second year of the FY 2022 - 2026 Strategic Plan and aligns department and division resources with Plan priorities ranging from: septic to sewer in the Primary Springs Protection Zone, the construction of sidewalks and trails, parks and community center enhancements, supporting affordable housing, and reducing homelessness. Additionally, the Tentative Budget supports Board approved Strategic Initiatives by:

- Leverages \$500,000 in Federal funding to address homelessness
- Provides additional funding to United Partners for Human Services (UPHS) to enhance resources available for those experiencing homelessness
- Allocates additional funding (\$283,135) towards building affordable rental housing for low-income families
- Additional funding for Lake Munson water quality testing and aerial surveys
- Support for the Tallahassee/Leon County Bicentennial Celebration
- Promotes opportunities for youth training through the TCC EMT Certification Program at Godby High School

As in previous years, Leon County's FY 2023/2024 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.

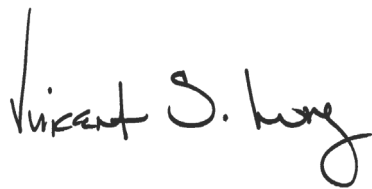
The County's strong financial foundation was established over many previous budget cycles with budget discipline, sound financial planning and an organization-wide focus on innovation, cost avoidance and efficiency. During the previous recession and downturns in the economy, the County maintained fees and passed on significant property tax savings. Similarly, this budget includes limited millage and fee 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 2023/2024 operating and capital budgets.

Sincerely,



Vincent S. Long  
County Administrator

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**PART C**

<b>NON-OPERATING</b>	<b>SECTION 23</b>
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<b>DEBT PROFILE</b>	<b>SECTION 24</b>
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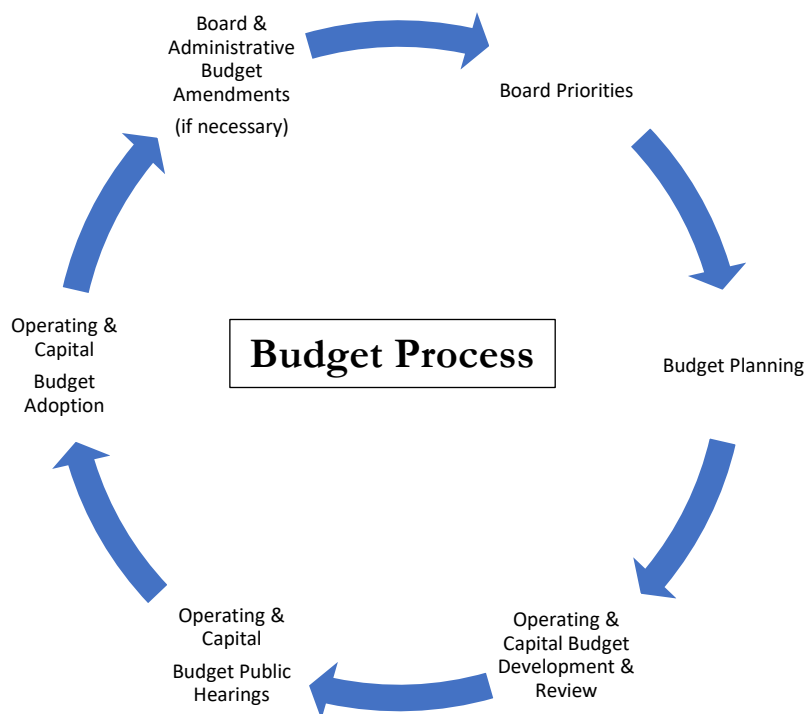
<b>CAPITAL IMPROVEMENT PROGRAM</b>	<b>SECTION 25</b>
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## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Reader's Guide



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

#### *OPERATING AND CAPITAL BUDGET PLANNING*

##### **Board Priorities**

Annually, the Board conducts a retreat facilitated by the County Administrator to establish the County's priorities for the upcoming year. The January 23, 2023 Board Retreat provided the opportunity to review progress towards the County's strategic initiatives, bold goals and five year targets, and update the current 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 departments/divisions. Both processes allow OMB and County Administration to provide financial analysis, evaluation and planning for capital projects, and operating budget impacts.

At the January 24, 2023 Board meeting the Board formally approved a budget calendar. Subsequently, at the February 21, 2023 Board meeting, the Board ratified the actions from the January 2023 Board Retreat and approved the FY 2022 – 2026 Strategic Plan and new strategic initiatives. In March 2023, 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 February through June, all budgetary requests are analyzed, revenue estimates are updated. Board policy guidance workshops were conducted on April 25, 2023 and June 20, 2023 to enable OMB to complete the proposed budget. While the capital improvement budget is also developed and reviewed during this time, it has a separate process as described in the following section.

## LEON COUNTY FISCAL YEAR 2024 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 11, 2023 meeting. The Board also established the maximum millage rate at the July 11, 2023 meeting. During the month of September, the Board will adopt the budget at the second of the two statutorily required public hearings, which allows for citizen input. 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 2023/2024 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 2024 TENTATIVE BUDGET

»» Budget Calendar

**January 2023**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Friday, January 13, 2023	Internal Service Requests Matrix Distributed to Departments/Constitutional/Judicial Officers	Facilities Management Management Information Systems Human Resources Office of Management and Budget (OMB)
Monday, January 23, 2023	Board Retreat	Board of County Commissioners (BOCC) Executive Staff
Friday, January 27, 2023	Departments/Constitutional/Judicial Officers submit Internal Service Requests	Facilities Management Management Information Systems Human Resources Office of Management and Budget (OMB)

<i>January 2023</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 2023**

Friday, February 3, 2023	New CIP Request forms to Departments GovMax Training GovMax Open to Departments	OMB/All Departments
Tuesday, February 7, 2023		OMB
Friday, February 10, 2023		OMB/ All Departments
Friday, February 17, 2023	Deadline for New Capital Project Requests	OMB/All Departments
Friday, February 24, 2023	Memo to Constitutionals with updated FRS, Health Care and Worker Comp Rates	OMB

<i>February 2023</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 2023**

Friday, March 10, 2023	GovMax closes, existing and new CIP submissions in GovMax	OMB/All Departments
Tuesday, March 21, 2023	Establish maximum funding levels for outside agencies at regular meeting	Board of County Commissioners (BOCC)

<i>March 2023</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 2023**

Thursday, April 6, 2023 10:00 am - 4:00 pm	Executive Administrative Hearing (if necessary)	County Administrator/ OMB/All Departments
Tuesday, April 25, 2023 9:00 am - 3:00 pm	Budget Workshop	BOCC/County Administrator/ OMB/All Departments

<i>April 2023</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 2024 TENTATIVE BUDGET

## »» Budget Calendar

### May 2023

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Monday, May 1, 2023	Constitutional Officers budgets are due	Constitutional Officers

<i>May 2023</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

### June 2023

Thursday, June 1, 2023	Receive Tentative Certified Values from Property Appraiser	Property Appraiser
Thursday, June 1, 2023	Notice to Property Appraisers regarding possible Non-Ad Valorem assessments for TRIM Notice	Public Works/OMB/ Property Appraiser
Tuesday, June 20, 2023 9:00 am - 3:00 pm	Budget Workshop (Including presentation of the Mid-year report)	BOCC/County Administrator/ OMB/All Departments

<i>June 2023</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 2023

Saturday, July 1, 2023	Certified Taxable Values provided by Property Appraiser	Property Appraiser
Saturday, July 1, 2023	Non-Ad Valorem assessments to be included on TRIM due to Property Appraiser	BOCC/ County Administrator/OMB/ Property Appraiser
Tuesday, July 11, 2023 9:00 am - 3:00 pm (If Necessary)	Budget Workshop	BOCC/ County Administrator/OMB/All Departments
Tuesday, July 11, 2023	Regular Board Meeting Establishment of Maximum Millage Rate	BOCC/ County Administrator/ OMB/ Departments/ Citizens

<i>July 2023</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 2023

Friday, August 4, 2023	TRIM Maximum Millage Notice due to Property Appraiser and Department of Revenue	County Administrator/OMB/ Property Appraiser
Thursday, August 24, 2023	Last day for Property Appraiser to mail TRIM notices	Property Appraiser

<i>August 2023</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 2024 TENTATIVE BUDGET

»» Budget Calendar

September 2023

<i>Date</i>	<i>Activity</i>	<i>Participants</i>	<i>September 2023</i>						
			<b>S</b>	<b>M</b>	<b>T</b>	<b>W</b>	<b>T</b>	<b>F</b>	<b>SA</b>
Tuesday, September 12, 2023	BOCC– 1st Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2023/2024	BOCC/County Administrator/OMB/ Departments/Citizens						1	2
Thursday, September 14, 2023	Certification of Non-Ad Valorem assessment roll due to Tax Collector	County Administrator/OMB/ Property Appraiser	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
Tuesday, September 26, 2023	BOCC 2nd Public Budget Hearing on Adoption of Final Millage Rates and Final Budgets for FY 2023/2024	BOCC/ County Administrator/OMB/ Departments/Citizens							
Friday, September 29, 2023	Submit Adopted Budget Resolutions to Property Appraiser and Tax Collector	County Administrator/OMB							

October 2023

			<i>October 2023</i>						
			<b>S</b>	<b>M</b>	<b>T</b>	<b>W</b>	<b>T</b>	<b>F</b>	<b>SA</b>
Sunday, October 1, 2023	Beginning of New Fiscal Year	OMB	1	2	3	4	5	6	7
Thursday, October 26, 2023	30 day deadline to publish the adopted budget online	OMB	8	9	10	11	12	13	14
Thursday, October 26, 2023	Final day to submit TRIM Compliance Certification to Department of Revenue (DOR)	County Administrator/OMB	15	16	17	18	19	20	21
			22	23	24	25	26	27	28
			29	30	31				

## LEON COUNTY FISCAL YEAR 2024 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, 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. The Board also appoints a County Attorney to provide legal counsel and advice to Leon County Government, which includes the Board of County Commissioners, the County Administrator, and County departments, as well as certain boards and agencies organized under the Board of County Commissioners.

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 & Comptroller, 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, and the County Policies and 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 2024 TENTATIVE BUDGET

## »» Reader's Guide

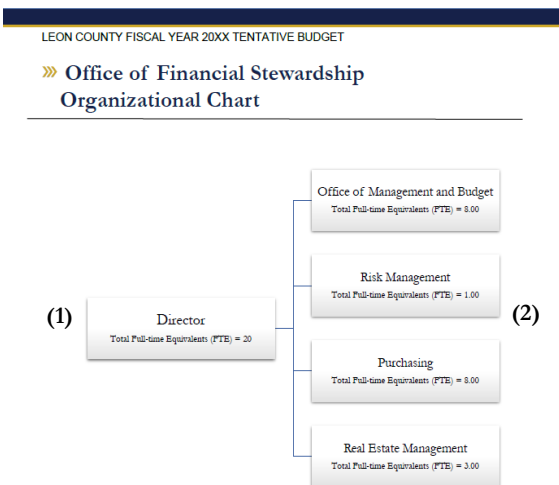
<b>If you have this question</b>	<b>Refer to Tab(s)</b>	<b>Page(s)</b>
What is the total adopted budget?	Administrator's Budget Message	10
	Budget Summary & Analysis / Budget Overview	53
	Budget by Fund	148, 149
What is the County's millage rate?	Budget Summary & Analysis / Budget Overview	53
	Budget Summary & Analysis / Financial Indicators	97
	Budget by Fund	148
What is the County's budget process timeline?	Reader's Guide	22
How to read budget forms?	Reader's Guide	23
Where can I find the breakdown of County services by function?	Budget Summary & Analysis / Budget Overview	53
Where the money comes from and where the money goes?	Budget Summary & Analysis / Revenues v. Expenditures	102
Where can I find Discretionary Line-Item Funding Agencies and outside agency contracts?	Non-Operating / Department Budgets	533
Where can I find Leon County's population?	Budget Summary/Analysis: Community Economic Profile Appendix	80 670
Where are the County's financial policies?	Appendix	681
Where can I learn about the capital budget?	Budget Summary/Analysis: Expenditures v. Revenues Capital Improvement Program	102 556
What are the priorities of Leon County?	LEADS/Strategic Plan	28

## LEON COUNTY FISCAL YEAR 2024 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 2024 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

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 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)
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 (8)

##### 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 TLC/PD 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 2023, 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	1,908,204
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>2,381,806</b>	<b>55,283</b>	<b>2,437,099</b>	<b>2,493,852</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	788,327	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	1,383	676,782	694,368
Real Estate Management	378,086	443,896	538,947	31,400	570,347	567,624
<b>Total Budget</b>	<b>1,871,371</b>	<b>2,152,019</b>	<b>2,381,806</b>	<b>55,283</b>	<b>2,437,099</b>	<b>2,493,852</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>2,381,806</b>	<b>55,283</b>	<b>2,437,099</b>	<b>2,493,852</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>13.00</b>	<b>13.00</b>	<b>15.00</b>	<b>-</b>	<b>15.00</b>	<b>15.00</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 2024 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 revisions to the Classification and Pay Plan in the amount of \$10,900.

2. In response to the COVID-19 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.

**(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, environmentally sensitive and sustainable planning 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 maintain 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 grant, partnerships, and other programs to complement existing budgets.</li> <li>7. Operate six multi-purpose community centers.</li> <li>8. Operate six multi-purpose community centers.</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																																							
<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>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>2,000</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>8,000</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	2,000		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	8,000
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**(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 2024 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>636,910</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	636,910	904,699	-	904,699	922,647
<b>Total Revenues</b>	<b>648,393</b>	<b>636,910</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>

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.

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

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

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

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

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

LEON COUNTY FISCAL YEAR 20XX-20XX CAPITAL IMPROVEMENT PROGRAM

» Culture & Recreation

**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 2024 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	<b>(31)</b>							
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	Adjusted	Year To	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	5 Year	Total	
Funding Source	To Date	Budget	Date	Budget	Planned	Planned	Planned	Planned	Total	Project	Cost
305 Capital Improvement	\$9,948	\$0,032	29,586	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	250,000	400,000	
	\$9,948	\$0,032	29,586	\$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.

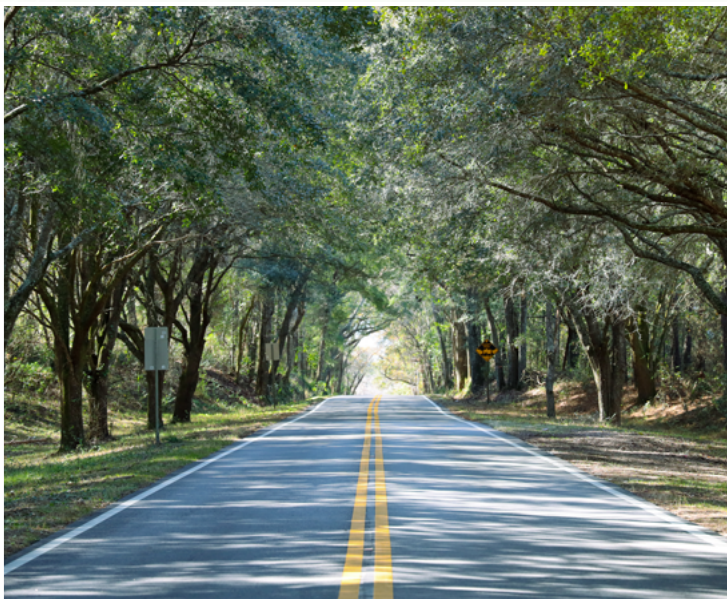
(BG2)





## 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 through 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>	<b>Grow the five-year tourism economy to \$5 billion</b>	<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>	<b>Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone</b>	<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>	<b>Support community partners to place 100 residents experiencing chronic homelessness in permanent supportive housing</b>	<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 programming.</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>	<b>Implement 600 citizen ideas, improvements, solutions and opportunities for co-creation</b>	<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](http://VolunteerLEON.org)**

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

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





## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Reporting Results: Target and Bold Goal Tracking

With the formal adoption of the FY2022 –FY2026 Strategic Plan, the Board approved a total of 43 Strategic Initiatives. More recently, at the January 23, 2023 Board Retreat, an additional 24 Strategic Initiatives were adopted by the Board for a current total of 67 Strategic Initiatives.

In support of Board approved Strategic Initiatives, the FY 2024 Budget:

- Implements the comprehensive Action Plan for Lake Munson. (2023-8)
- Celebrates the Leon County/Tallahassee Bicentennial. (2023-1)
- Supports efforts to host the 2026 World Athletic Cross-Country Championship at Apalachee Regional Park. (2022-6)
- Promotes opportunities for youth training and development by partnering with Tallahassee Community College to offer a one-year EMT Certification Program to seniors on Godby High School's campus. (2023-7)
- Allocates additional funding to United Partners for Human Services (UPHS) to enable direct-service nonprofit organizations to expand capacity to assist families experiencing homelessness. (2023-11)
- Dedicates \$283,135 in the SHIP allocation towards affordable multifamily dwellings which can be used to match and leverage state and federal bond financing programs. (2023-18)

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 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.**

### 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>	\$1.15 billion	\$1.19 billion	\$1.29 billion	TBD	TBD	\$3.63 billion
Targets	Attract 100 state, regional, or national championships across all sports. (T1) <sup>2</sup>	16	25	20	TBD	TBD	61
	Grow the job market by 10,000 new jobs... (T2) <sup>3</sup>	7,100	900	1,300	TBD	TBD	9,300
	...Co-create 500 entrepreneur ventures. (T2) <sup>3</sup>	208	80	100	TBD	TBD	388
	Connect 7,000 students to skilled job opportunities through Leon Works and other talent development initiatives. (T3) <sup>4</sup>	3,781	922	3,921	TBD	TBD	8,624
	Increase the number of certified MWSBE's by 30% (T4) <sup>5</sup>	6%	6%	10%	TBD	TBD	22%

Notes:

1. Leon County currently contracts with the research firm Downs & St. Germain for tourism research services, including determining the quarterly tourism economy. In FY 2022, Downs & St. Germain estimated the total economic impact of tourism in Leon County at \$1.15 billion. For the first two quarters of FY 2023, Downs & St. Germain has estimated the economic impact of tourism in Leon County at \$625 million, which brings the total tourism economy over the last year and a half year to \$1.77 billion, 36% of the County's five-year Bold Goal.
2. In FY 2022, sixteen (16) championship sporting events were held in Leon County, or 16% of the County's five-year Target. The Division of Tourism's continued success with sporting event bidding, leveraging community assets related to sports tourism, and strengthening partnerships with local universities, clubs and community organizations drives the County's progress in securing and hosting youth and adult sport competitions. In the first half of FY 2023, fourteen (14) championship sporting events were held bringing the total to 30 championships, 30% of the County's five-year Target. Events hosted in FY 2023 include the Southwestern Athletic Conference Cross Country Championships, the National Junior College Athletic Association National Championships, and the Florida High School Athletic Association Football Championships.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Reporting Results: Target and Bold Goal Tracking

3. As of the completion of FY 2022, local employment grew by 7,100 jobs with the addition of 208 new entrepreneurial ventures being co-created locally, 71% and 42%, respectively, of the County's five-year Target. An entrepreneurial venture is a new business formation that is in the early stages of getting capitalized and then developing, organizing, and managing a business toward initial profitability. New entrepreneurial ventures are reported to OEV by partner organizations such as Domi Station and Innovation Park. In addition, the total new jobs reported under this Target is based upon the Local Area Unemployment Statistics (LAUS) published by the Department of Economic Opportunity (DEO) which is published on an annual basis. Similar to the last five-year plan, OEV will report progress toward this Target annually and will provide an update for FY 2023 at the Annual Board Retreat in January.
4. Since the start of FY 2022, nearly 4,000 students have been connected to skilled job opportunities, 57% 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 in FY 2022. The FY 2022 Leon Works Expo was also hosted in-person in April 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. Additionally, 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.
5. At the time of the January 2022 Board Retreat, there were 580 certified minority, women, and small business enterprises (MWSBE) in Leon County. Since that time, OEV has increased this number by 67 for a total of 647 certified MWSBEs, 39% of the County's five-year Target. Through continued outreach to new businesses and recertification of existing MWSBEs, OEV will continue its progress to achieve this goal by FY 2026.

## 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>	195	40	220	TBD	TBD	455
Targets	Reduce Greenhouse Gas Emissions stemming from County operations by 25%. (T5) <sup>2</sup>	5%	5%	2%	TBD	TBD	12%
	Double solar power generation at County facilities. (T6) <sup>3</sup>	50 kW's	25 kW's	25 kW's	TBD	TBD	100 kW's
	Divert 3 million pounds of household hazardous waste from the landfill. (T7) <sup>4</sup>	794,836	553,000	608,300	TBD	TBD	1,956,136
	Increase the number of fully electric vehicles in the County's fleet by 500%. (T8) <sup>5</sup>	0%	225%	92%	TBD	TBD	317%

## 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. By the end of FY 2023, the County anticipates having 235 septic upgrades and/or conversions completed or in progress, 47% of the County's five-year Target. This includes the septic to sewer conversions supported through the Woodville Phase 1A Septic to Sewer Project, as well as system upgrades supported through the Advanced Septic System Pilot Program.
2. 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. In FY 2022, the County achieved 5% GHG reduction (or 20% of the five-year Target). Given that progress on this Target is measured on an annual basis, an update for FY 2023 will be provided at the Annual Board Retreat in January. A significant investment of \$17 million dollars was recently made in the County's building infrastructure to achieve energy savings, through an Energy Savings Contract (ESCO). An ESCO provides a financing mechanism to make a large investment in aging building infrastructure which results in corresponding energy savings. These savings are used to repay the infrastructure financing. The County's ESCO project consisted of 22 selected energy conservation measures such as lighting upgrades, water conservation, and weatherization of County facilities. The project was successfully completed in September 2022, therefore GHG savings are anticipated to be notable for FY 2023.
3. 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. In FY 2022, the County increased its increase solar power generation by 50 kW's, 37% of the five-year target, through the installation of solar panels at the County's Public Works Fleet Division. The County anticipates achieving an additional 25 kW's increase in solar power generation, to reach 55% of the County's five-year Target in FY 2023.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Reporting Results: Target and Bold Goal Tracking

4. Annually, Leon County's Household Hazardous Waste Division processes a million pounds of waste including chemicals, batteries, paint, and small electronics. 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. In FY 2022, the County enhanced services for its Household Hazardous Waste (HHW) program with the creation of a new centrally located drop off site at the Public Works complex off Blair Stone and Miccosukee Road. In addition, at the new centrally located drop off site, the County now offers drop off seven-days a week at Public Works, a vast service enhancement from the prior once a month offering. As a result of these enhancements, the County continues to experience a steady increase in hazardous waste material collected. In FY 2022, the County diverted nearly 795,000 pounds of waste with an additional 303,000 pounds of waste diverted during the first two quarters of FY 2023. The County continues to be on track with 37% of this five-year Target achieved to date.
5. Leon County's Integrated Sustainability Action Plan (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. To date, the County has increased its electric vehicle fleet by 75%. It should be noted that due to shortages and shipping delays resulting from the long-term economic impacts of COVID, the arrival of electric vehicles ordered by the County have been significantly delayed. Notwithstanding this, staff anticipates achieving 52% of the County's five-year Bold Goal by increasing the County's electric vehicle fleet by 225%, for a total of 13 electric vehicles, by the end of 2023.

## 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>	23	29	25	TBD	TBD	77
Targets	Secure more than \$150 million in federal, state, and local benefits for Leon County Veterans and their families. (T9) <sup>2</sup>	\$32,481,000	\$34,000,000	\$33,240,500	TBD	TBD	\$99,721,500
	Support 900 community events, sporting competitions, festivals, performances, and cultural programming. (T10) <sup>3</sup>	135	165	170	TBD	TBD	470
	Construct an additional 90 miles of sidewalks, greenways, trails, and bike lanes. (T11) <sup>4</sup>	8.88	17.12	27.18	TBD	TBD	51.18
	Host 100,000 residents and visitors through County-supported performances at the Amphitheater. (T12) <sup>5</sup>	25,019	22,500	40,000	TBD	TBD	87,519

## 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). In FY 2022, a total of 23 permanent supportive housing placements were made. Since the start of FY 2023, an additional 28 permanent supportive housing placements for a total 51 placements made to date, or 51% of the County's five-year Bold Goal.
2. The Department of Veterans Affairs (VA) for Leon County annually calculates and publishes the amount of Veterans Compensation & Pension and Medical Care Expenditures which indicates the number of unique clients served by the County's Division of Veterans Services each year. For FY 2022, \$32.4 million in benefits were secured for Leon County veterans and their families. For FY 2023, the County's Division of Veteran Services estimates nearly \$34 million in benefits will be secured, for a total of \$66,481,000 in secured benefits or 44% of the County's five-year Target.
3. In FY 2022, the County hosted 135 events, sporting competitions, festivals, performances, and cultural programming with Tourism Development Tax (TDT) funds. Within the first half of FY 2023, the County hosted an additional 96 events bringing the total to 231 events hosted, 26% of the County's five-year Target. The Division of Tourism administers competitive grant programs to support local or community, civic, and sporting events that draw visitors to the destination. In addition, the County dedicates a share of its TDT funds to the Council on Culture and Arts (COCA) to administer grants programs to support local cultural arts programs and activities. Through these efforts, the County will continue its support of additional events and programming to achieve this Target through the remainder of the five-year plan.
4. In FY 2022, the County enhanced the community's local recreational offerings with the construction of nearly 10 miles of sidewalks, greenways, trails, and bike lanes. The County anticipates a total of 26 miles of sidewalks, greenways, trails, and bike lanes to be constructed by the end of FY 2023, 29% of the County's five-year Target. This progress will be achieved 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.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Reporting Results: Target and Bold Goal Tracking

5. In FY 2022, over 25,000 residents and visitors attended County-Supported Performances at the Amphitheater in Cascades Park. Since the start of FY 2023, there has been an additional six (6) County-supported performances hosted with over 12,000 residents and visitors in attendance. These performances include JJ Grey, Earth, Wind & Fire, Willie Nelson, and more. To date, the County has achieved 37% of the County's five-year Target.

### 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>	138	120	120	TBD	TBD	378
Targets	Connect 50,000 volunteers with service opportunities communitywide. (T13) <sup>2</sup>	7,460	8,600	10,200	TBD	TBD	26,260
	Reach 100,000 more citizens across all County platforms and programming. (T14) <sup>3</sup>	18,483	18,700	21,000	TBD	TBD	58,183
	Offer 100% online permitting for licensed contractors, engineers, and architects. (T15) <sup>4</sup>	25%	100%	100%	TBD	TBD	100%
	Communicate more than 1.5 million disaster preparedness messages to create resilient households, businesses, and nonprofits. (T16) <sup>5</sup>	613,000	260,000	300,000	TBD	TBD	1,173,000

## Notes:

- Since the start of FY 2022, staff has implemented 169 citizen ideas, improvements, solutions and opportunities for co-creation, 28% 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. These recommendations are captured through ongoing tracking of this Bold Goal which is presented to the Board as part of the mid-year and end-year Strategic Plan updates. Additionally, the County continues 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 made over 7,400 volunteer connections by connecting citizens with internal volunteer opportunities with the County libraries, internships, and special events, and other opportunities with community service partners. By the end of FY 2023, the County anticipates making an additional 8,600 volunteer connections to reach 32% of the County's five-year Target.
- Since the start of FY 2022, the County increased the number of citizens engaged through County platforms subscriptions and programming attendance by nearly 29,000 citizens, 29% of the County's five-year Target. In the first two quarters of FY 2023 alone, the County has reached an additional 11,000 citizens through County platforms subscriptions and programming attendance. So far, the County has reached over 7,700 citizens in programs at the libraries, with Citizen Engagement Series, Created Equal, and more, as well as 3,300 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 completed in June 2022. The remaining components began in June 2023.
- Throughout FY 2022, Leon County Emergency Management communicated disaster preparedness messages approximately 613,000 times, 41% of the County's five-year Target. This number reflects the County's increased level of communication associated with the COVID-19 pandemic, such as promotion of the Leon CARES and COVID-19 Vaccine campaigns. In FY 2023, Leon County Emergency Management will continue its progress toward this five-year target through its annual disaster preparedness messaging efforts such as the County's Disaster Survival Guide, social media messages, earned media coverage, as well as community events and trainings. Recognizing the majority of the County's messaging will take place during the annual hurricane season (June to November), staff will report progress achieved toward this Target annually at the Annual Board Retreats.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Budget Summary/Analysis

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# LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Budget Overview

### Budget Overview

The total FY 2024 budget is \$349,453,357, an 9.9% increase over last fiscal year. The **operating budget** of \$324,835,868 represents an increase of 10.0% from last year’s adopted budget. The **capital budget** of \$24,617,489 represents a 9.1% increase from last year.

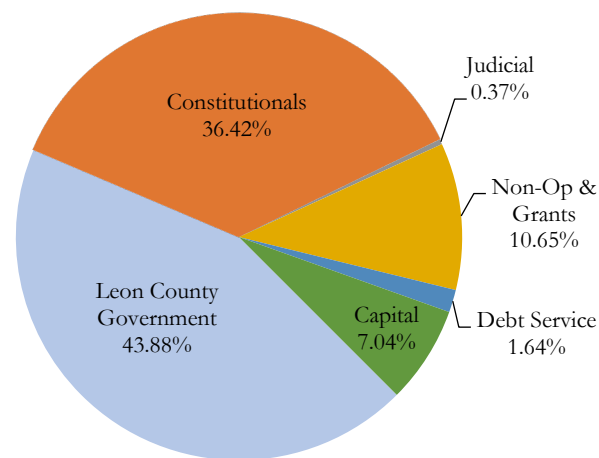
### Funding

The FY 2024 budget was developed with a continued focus on annual budget constraint due to modest property tax and general revenue growth, continued stresses on the economy due to inflation, and an extremely competitive job market. The FY 2024 budget reflects a continued investment in the highest needs of the community while constraining increases in costs to the smallest levels necessary to ensure stable funding for our most critical public safety services.

The FY 2024 budget also practices and maintains sound financial stewardship with:

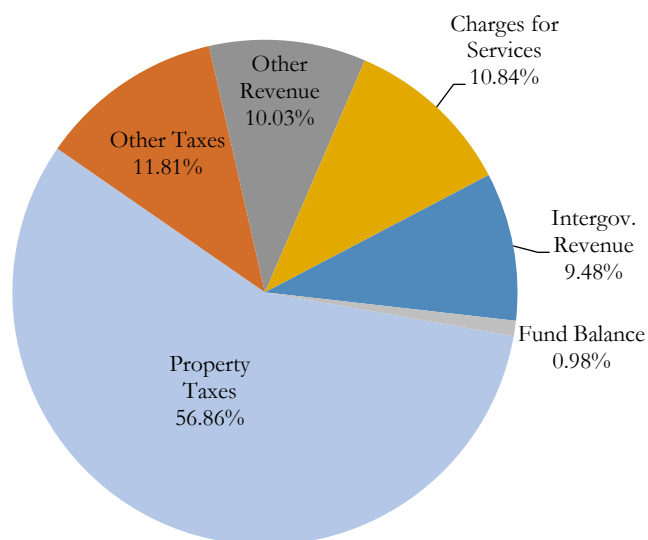
- No increase in the countywide property tax rate, or increases to the stormwater and solid waste non-ad valorem assessments;
- Implements planned increases to the Emergency Medical Services MSTU and fire service fees to adequately fund services;
- A reduced use of fund balances;
- Restoring reserves;
- Maintaining strategic, long term investments in infrastructure; and
- New costs savings and avoidances of \$500,000.

Figure One: FY 2023/2024 Expenditures



**Figure One** depicts the budget as it is reflected by governmental category. The FY 2023/2024 budget shows the Leon County Government and the Constitutional Officers make up 80% of the total budget.

Figure Two: FY 2023/2024 Revenues



Florida Statutes require all local government budgets to be balanced. Leon County’s FY 2024 budget of \$349,453,357 is balanced with the use of a variety of revenue sources including: property taxes, 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 2024 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 2024 TENTATIVE BUDGET

### »» Budget Overview

The following is an overview of the County's FY 2024 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.

The County has a long history of making strategic investments to address our most pressing issues of the day, as well as addressing our long-term goals for the community. We have done so while consistently keeping taxes and fees as low as possible to keep the community affordable, while demonstrating agility and stability to handle numerous significant unforeseen issues, including natural disasters, historic economic crises, and a global pandemic.

The FY 2024 budget is constrained by modest property tax and general revenue growth, continued inflation, and an extremely competitive job market. The following budget highlights reflect a continued investment in the highest needs of the community while constraining increases in costs to the smallest levels necessary to ensure stable funding for our most critical public safety services:

- No increase in the Countywide millage rate for the 12<sup>th</sup> consecutive year;
- No increase in the Stormwater or Solid Waste assessments;
- Implementing a planned increase in the Emergency Medical Service MSTU for the first time since the inception of the Leon County EMS program in FY 2004 to ensure sufficient funding for current and future services;
- Implementing a planned rate increase for the fire service fee to adequately fund services;
- Reduced use of fund balances;
- Maximizing Federal and American Rescue Plan Act (ARPA) funding;
- Restoring reserves;
- Maintaining strategic, long-term investments in infrastructure; and
- Optimizing resources and aligning organizational efforts to continuously fulfill our vision of a community which is safe, healthy, and vibrant.

#### **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. The rapid increase in consumer spending, along with 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 caused a surge in inflation.

While many economists and the Fed initially anticipated a transitory short-term increase in inflation as supply chains caught up with demand, and as initial consumer demand ebbed to normal levels, the notion of a transitory spike in inflation proved to be incorrect. Based on the persistent inflation, the Fed started to increase interest rates in March 2022 to slow down the economy by making it more expensive to borrow money.

Prior to COVID, the Fed had slowly reduced rates to 1.5%, but when the impacts of COVID initiated a sudden recession, the Fed 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.

In response to the faster than normal 2.0% growth in inflation, the Fed started aggressively increasing interest rates by quarter and half percent intervals in March and April 2022. The Fed's interest rate strategy attempts to reduce inflation by increasing borrowing costs to reduce consumer spending while not triggering a recession.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

### »» Budget Overview

These initial rate increases did little to slow the economy and the Fed has increased the rate eleven times since March 2022 by quarter and half percent intervals. Recently at the July 2023 Fed meeting, the rate was pushed another quarter percent to the current rate of 5.25%, the highest level in 22 years. While the number of future rate increases is unknown, the Federal Reserve Board has indicated that another rate increase may be considered at the September meeting depending on inflation and labor market data. There is concern by some Fed Board members that another rate increase could tip the economy into a recession.

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 budget that will continue into FY 2024. While fuel costs have somewhat stabilized, other increases are reflected in the cost of supporting utilities; the repair and maintenance of the County fleet (including ambulances and public works equipment); contractual obligations ranging from custodial services to technology support; the repair and maintenance of County facilities; and capital construction bids.

In addition to inflationary pressures, the County is also addressing the impacts of an extremely competitive job market where local unemployment is 2.7%. To remain an employer of choice, the FY 2023 Adopted Budget included funding to implement the findings of a compensation study. Furthermore, to assist existing employees with the impacts of inflation the Board provided 5% across the board pay increases for all employees.

Taking into consideration the current state of the economy, the following analysis section provides a detailed overview of the preliminary budget and details regarding the FY 2024 expenditure and revenue changes for County Departments/Divisions, Constitutional Officers, and capital projects.

#### ***Initial FY 2024 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 24, 2023 meeting. After the adoption of the Budget Calendar, the Board provided initial policy direction by establishing maximum discretionary funding levels at the March 21, 2023 meeting, including:

- Maintaining funding for the next two-year Community Human Service Partnership cycle at \$1.445 million.
- Maintaining \$100,000 for the fifth and final year commitment to pay for the capital construction costs of the Kearney Center.
- Providing \$62,000 in Special Event Funding.
- Providing an additional \$16,250 to the United Partners for Human Services to support the following Board Strategic Initiative:
  - *(Q4) Work with the City of Tallahassee, Big Bend Continuum of Care, Kearney Center, and other local stakeholders to enhance engagement and awareness of resources available for individuals and families experiencing homelessness in order to support safe, stable, and inclusive neighborhoods. (2023-11)*

The Board provided additional guidance at the April 25, 2023 workshop, including:

- Approving increasing the Primary Health Care Provider patient visit reimbursement rate from \$125 to \$175 in FY 2024 and to \$225 in FY 2025. This supports the following Strategic Initiative:
  - *(Q4) Evaluate the reimbursement structure of the Leon County Health Care Program to better reflect the cost for diagnostic and ancillary costs such as laboratory and X-ray services and ensure continued access to affordable health care for low-income individuals and families. (2023-12)*



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

### »» Budget Overview

- Establishing the maximum Emergency Medical Services (EMS) Municipal Services Taxing Unit (MSTU) for FY 2024 at 0.75 mills.
- Adopting the revised Policy No. 17-2, “Street Lighting Eligibility Criteria and Implementation” to provide funding for Street Lights at School Bus Stop Locations.
- Approving increased Fire Rescue Assessments and Fire rescue services fees.

Subsequently at the May 23, 2023 Homelessness Workshop, the Board approved the following:

- Allocating the \$500,021 of Federal Local Assistance and Tribal Consistency Funding to support funding to address homelessness. The additional funding, supports several existing Strategic Initiatives:
  - *(Q4) Leverage federal funding and relationships with local service providers to increase the number of temporary/ transitional housing beds available to those experiencing homelessness. (2023-19)*
  - *(Q4) Work with the City of Tallahassee, Big Bend Continuum of Care, Kearney Center, and other local stakeholders to enhance engagement and awareness of resources available for individuals and families experiencing homelessness in order to support safe, stable, and inclusive neighborhoods. (2023-11)*
  - *(Q4, Q5) Work with the City of Tallahassee, Big Bend Continuum of Care, and street outreach teams to develop corridor plans for North Monroe, Downtown, and Pensacola Street for outreach to unsheltered homeless individuals and to engage residents and businesses to address community aesthetics and neighborhood safety along the corridors. (2013-17)*
- Directing that \$283,135 in the SHIP allocation towards affordable multifamily dwellings which can be used to match and leverage state and federal bond financing programs. This allocation of funds assists in supporting the following Strategic Initiative:
  - *(Q4) Continue to leverage County funding in partnership with local stakeholders to secure state and federal funding to build affordable rental housing for very low- and low-income families. (2023-18)*

#### 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), employees are continuously empowered to seek and implement cost saving measures throughout the organization. For FY 2024, the total new cost savings and avoidances are \$501,600. Current year examples of savings include:

- Fire Sprinkler System at the Sheriff Evidence Facility: During the final on-site design of the fire sprinkler system at the Tharpe Street Evidence and Storage building, it was determined that due to the use of plastic storage containers for evidence, the sprinkler system would need an increase in capacity requiring the installation of a pump and generator. In consultation with the Sheriff’s Office, it was determined that metal containers could be used for storage rather than plastic. This change will result in at least \$250,000 in cost avoidance.
- Stormwater Mapping: Previous mapping of the County stormwater inventory completed by a consultant in FY 2018 cost \$203,000. GIS staff, coordinating with Public Works Engineering, performed the latest inventory mapping update in-house by compiling source data from other agencies saving \$152,800 in consulting fees.
- Transfer Station Lighting Improvements: Subsequent to receiving bids of \$100,000 to replace the lighting in the tipping floor area of the transfer station, Facilities Management evaluated having employees perform the work in-house outside of their normal hours, and outside of the normal operating hours. The evaluation led to performing the work in-house for \$7,000, saving \$93,000.
- Virtual Employee Benefit Fair: During COVID-19, Leon County paid a private vendor to implement a Virtual Employee Benefit Fair. This allowed employees to review their benefit options online at their convenience. Due to

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

### »» Budget Overview

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the success of this program, it was continued post COVID, but has been implemented by the Office of Information Technology providing \$5,800 in vendor fees savings.

Including the above costs savings, since 2013 the County has saved or avoided costs totaling more than \$63.6 million. These cost saving efforts occur prior to any new taxes, fees, positions, equipment, etc. being brought to the Board for consideration.

#### **Tentative FY 2024 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 2024 had revenue growth not been interrupted. This interrupted growth in revenues has been partially offset by ARPA funding and the return to more normal annual increases in property and sales tax growth.

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 relies on average revenue growth in property, state shared and local sales taxes, fees, and gas taxes. This revenue growth allows Leon County government to avoid increasing millage rates or fees to maintain adequate service levels.

In developing the FY 2024 budget recommendations, the County Administrator and OMB reviewed all departmental operating and capital budgets to identify operating cost savings and capital project reductions/deferrals. In addition, expenditure increases related 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. Furthermore, given the highly volatile nature of the post-pandemic economic recovery and continued future economic uncertainty, the budget presumes a conservative revenue forecast that contemplates a continuing economic recovery through FY 2024. Table #1 details the forecasts for major revenue and expenditure changes from FY 2023 to FY 2024.

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## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Budget Overview

Table #1: Tentative FY 2024 Changes in Revenues and Expenditures Over FY 2023

<b>Tentative Changes in Revenues</b>	<b>Change from Fiscal Year 2023</b>
Property Taxes with current millage rate (8.3144 mills)	\$13,291,158
EMS Municipal Service Tax Unit (0.75 mills)	\$6,275,955
Solid Waste Revenues	\$2,678,130
Fire Service Fees	\$2,419,693
Interest Earnings	\$2,197,171
EMS Fees/Medicaid Reimbursement	\$1,929,209
Departmental Internal Billing (Insurance, Fleet, and Communications)	\$1,630,189
1/2 Cent Sales, State Revenue Sharing, CST, PST	\$1,630,025
Tourism Revenue	\$1,532,648
Blueprint Infrastructure Sales Tax (10% infrastructure, 2% LIFE)	\$1,119,290
Rental Income (Lake Jackson Town Center and Leon Government Annex)	\$747,930
Other Non-General Revenue (e.g., Courts, SHIP, E-911)	\$347,216
Gas Taxes	\$252,795
Other General Revenue	\$236,574
Building Inspection and Permitting Fees	(\$384,860)
DSEM Fees	(\$437,467)
Fund Balances	(\$844,677)
American Rescue Plan Act (ARPA) Fund Balance	(\$3,071,844)
<b>Total Change in Revenue</b>	<b>\$31,549,135</b>
<b>Tentative Changes in Expenditures</b>	
Sheriff Personnel and Operating Expenses	\$9,533,391
County Government Personnel Costs	\$4,359,053
Solid Waste Hauling Contract	\$2,685,507
EMS Ambulance Replacement and Operating Costs	\$2,637,740
Supervisor of Elections 2024 Presidential Preference Election Cycle	\$2,656,243
Capital Projects	\$2,059,467
Fuel and Vehicle Repair	\$1,318,281
Contractual Obligations, Repairs and Maintenance, Utilities	\$1,160,812
Division of Tourism	\$1,157,459
Other Constitutional Offices	\$1,081,090
City Fire Service Payment	\$792,163
City Interlocal Agreements (Animal Control, Planning, CDA, etc.)	\$644,816
Workers Compensation/Insurance	\$550,055
Medicaid	\$359,407
Discretionary Funding, Human Services Expenses (SHIP, DEAP, etc.)	\$344,910
Lake Munson Ariel Photography and Water Sampling	\$105,000
Statutorily Required Baker/Marchman Act Payment	\$63,814
Statutorily Required Department of Juvenile Justice Payment	\$39,927
<b>Total Change in Expenses</b>	<b>\$31,549,135</b>
<b>Budget Shortfall</b>	<b>\$0</b>

## LEON COUNTY FISCAL YEAR 2024 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 2023 and FY 2024 budgets as reflected in Table #1.

*Property Taxes (\$13.29 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. Last year property values increased 9.33%. Final values provided by the Property Appraiser on July 1, 2023 reflect an increase in countywide valuation of 7.87%. Maintaining the current 8.3144 millage rate will result in an additional \$13.29 million in property tax revenues. In FY 2024, homesteaded property values can increase no more than 3% based on this year's Save-Our-Homes cap.

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 2023, the CPI change resulted in homesteaded property reaching the 3% cap for valuations used for the FY 2024 budget. Without the cap, the annual CPI adjustment would be 6.5%. Moreover, a recovering economy for commercial property and new building construction will contribute 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 multiyear 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 2024 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. Due to the impacts of COVID, the property tax growth rate moderated to 4.05% in FY 2022. Subsequently, after the COVID pandemic and the strong construction economy in FY 2023 values increased by 9.33%. This increase assisted the County in funding the inflationary costs related to personnel costs and operating expenses to maintain service levels and fund Board initiatives related to the library, homelessness, and food insecurity.

*EMS Municipal Services Tax Unit (MSTU) (\$6,275,955)*: In addition to the 7.87% increase in property values, the growth in MSTU revenue reflects increasing the millage rate from 0.50 to 0.75 to adequately fund ambulance services in the community. At the April 25, 2023 Budget Workshop, later ratified at the May 9, 2023 meeting, the Board approved the planned millage rate to eliminate the general revenue subsidy to this special revenue funds.

*Solid Waste Fees (\$2,678,130)*: Most of this increase is related to the increase in the hauling rate of \$6.51/ton in FY 2024. The tip fee at the Transfer Station is adjusted annually to recover most of these costs for waste processed at the facility.

*Fire Rescue Service Fees (\$2,419,693)*: Most of this increase (\$2.31 million) is related to the implementation of the new fire services rescue fee to adequately fund the County's share of the Fire Department as presented at the April 25, 2023 Budget Workshop and later ratified at the May 9, 2023 Board meeting. Increasing the fire services fee eliminates the general revenue subsidy that was provided to assist funding these services over the previous two years. The remaining revenue increase is from delinquent accounts being transferred from City quarterly billing to the County tax bill.

*Interest Earnings (\$2,197,171)*: As the Federal Reserve has aggressively increased interest rates to fight high inflation, interest and investment earnings are estimated to increase by \$2.2 million. This forecast is based on projected interest earnings provided by the County's contracted investment advisor.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

### »» Budget Overview

EMS Fees/Medicaid Reimbursement (\$1,929,209): Growth in EMS transport revenues are directly related to continued projected growth in patient transports. In addition, Medicaid fees, which are the direct result of a distribution formula established by the federal government are also projected to increase.

Departmental Billings (Insurance, Fleet and Communications (\$1,630,189)): 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. The majority of the increase is associated with the Sheriff reimbursing the County for fuel purchases. In previous budget years, the Sheriff purchased and paid for fuel directly. However, for accounting and administrative efficiencies, all County and Sheriff fuel is now purchased by the County. The Sheriff, in turn, now reimburses the County for the cost of the fuel utilized by the Sheriff's Office. The remaining increase is related to growth in insurance premium costs consistent with the overall insurance market and internal phone system charges.

State Shared Revenue, 1/2 cent Sales Tax, Communications Services Tax (CST) and Public Service Tax (PST) (\$1,630,025): County governments receive certain revenues from the State of Florida which are largely based on sales tax collections. Sales tax related revenues have rebounded over the past three years from the precipitous decline in FY 2020. Nominal growth is projected for the CST and PST.

Tourism Revenue (\$1,532,648): Leon County's tourism revenue continues to increase after the subsidence of COVID and a restoration of normal travel activities. In addition to events that attract overnight stays, Leon County has seen an increase in available rooms related to the construction of new hotels near the universities and the interstate. Also, the average room rate has increased as demand and inflation drive the hotel rates which results in greater tourism revenue collection as the tourist tax rate is collected as a percentage of a hotel room's cost.

Blueprint Infrastructure Sales Tax (10% infrastructure, 2% LIFE) (\$1,119,290): Like the 1/2 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, sidewalks, intersection improvements, and the LIFE infrastructure projects.

Rental Income (\$747,930): This increase is related to increased leasing activity at the Leon County Government Annex and the Lake Jackson Town Center. Income from these two properties is used to make necessary capital infrastructure and maintenance repairs at these locations and to construct tenant improvements.

Other Non-General Revenue (\$344,647): This summary reflects other dedicated revenues, such as: State Housing Initiative Partnership (SHIP) funding, state E-911 revenue, special assessments related to paving or sewer assessments and Court programs.

Gas Taxes (\$252,795): Gasoline taxes are estimated to increase by 2.0%. Last year as the economy rebounded from the effects of COVID, and travel dramatically increased, gas tax collections increased over 8%. 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 still slightly below pre-COVID collections they are only expected to increase moderately in FY 2024 and in outyears. This is largely due to the continued fluctuations in the market for crude oil and the shift in consumers driving more fuel-efficient or electric cars and trucks. While owners of electric vehicles use the road network, they do not pay gas taxes which support the maintenance of the local transportation system.

Other General Revenues (\$236,574): Other general revenues are expected to increase by \$236,574. These increases are primarily related to miscellaneous transportation fees, court facility fees, library fees, stormwater assessments, and probation/pretrial fees off-set by declines in Sheriff fees related to warrants and prisoner room and board.

Building Permitting and Inspection Fees (-\$384,860): As part of the post-COVID economic recovery, permitting fees increased as builders took advantage of low interest rates and consumer demand increased for housing. Consumer demand and supply

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

### »» Budget Overview

chain shortages in the post COVID economic recovery caused high inflation, which was countered by the Federal Reserve increasing interest rates. These increased rates then slowed building construction loans and mortgages which in turn results in building permitting activity subsiding.

DSEM Fees (-\$437,467): As part of the post-COVID economic recovery, Development Support and Environmental Management's permitting fees increased as development permitting increased including the new Amazon facility. The pace of the permitting activity has slowed resulting in the collection of fewer development and permitting fees. While the slowdown was expected due to the strong post COVID rebound, the higher interest rate environment implemented by the Federal Reserve to counter high inflation has also affected new development permitting with the higher cost of borrowing money.

Fund Balances (-\$844,677): The FY 2024 Budget reduces the amount of appropriated fund balance by \$844,677. This is due to a reduction in general fund balance and special revenue fund balances. A section describing fund balance use in the FY 2024 Tentative Budget is provided later in this item.

ARPA Fund Balances (-\$3,071,844): During the FY 2023 budget process, \$3.1 million in ARPA revenue loss funding was used to balance the FY 2023 budget. For the FY 2024 budget, there is no ARPA funding contemplated.

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

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

Sheriff Personnel and Operating Expenses (\$9,533,391): Historically, the Sheriff's budget has generally trended consistent with property tax growth. While the estimated growth in the Sheriff's budget of 10.1% is higher than the property tax growth rate of 7.87%, this was not unanticipated based on certain expenditure increases. These increases are largely associated with personnel costs for sworn officers, including increases for FRS, and other contractual service obligations (i.e., inmate medical costs, etc.) To mitigate the overall growth in the Sheriff's budget, the Sheriff did not request any new positions either last year or this fiscal year. Support for the Sheriff's budget aligns with the Governance Strategic Initiative added to the Strategic Plan at the January 2023 Board Retreat.

*(G4) Support the Sheriff in implementing a step pay plan for sworn officers to achieve and maintain recruitment and retention efforts. (2023-24)*

In addition, while not an increase to the overall County budget, for accounting and administrative efficiencies, some projects previously funded through the CIP were transferred to the Sheriff's budget for projects that are managed by the Sheriff's Office. This includes funding for security enhancements (e.g., cameras) and detention facility equipment.

Leon County Employee General Revenue Related Expenses (\$4,359,053): 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. The budget contemplates 5% raises for all employees. Also included are health care costs estimated to increase 6.0%, and a \$4.8 million budgetary impact in retirement contributions for Leon County Government and Constitutional employees.

Solid Waste Services and Hauling Contract: (\$2,685,507): This increase is related to the hauling costs associated with transferring waste from the transfer station to the regional landfill in Jackson County. This cost will be recouped by revenue from the increased tipping fee at the transfer station.

EMS Ambulance Replacement and Operating Costs (\$2,637,740): Most of this increase is related to the planned replacement of aging ambulances in the EMS fleet. Last year, ambulances were advance funded to ensure that orders for new ambulances could be made as manufacturers dealt with a backlog of orders. By advance funding the ambulances the cost was not reflected in the adopted budget. For FY 2024, the funding was returned to the normal budget cycle. In addition, to maintain current service levels and ensure adequate resources are available for increased call demand, the FY 2024 budget includes eliminating

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part-time paramedic positions to fund eight full time positions. Additional increases are associated with special pay stipends, inflationary costs of EMS contracts and medical supplies.

Additionally, the planned increase in the EMS millage rate in FY 2024 provides for reserves to support future increased staffing and equipment requirements for the program over the next five years.

Supervisor of Elections (SOE) Presidential Preference Election Cycle (\$2,656,243): A presidential preference primary will be held during FY 2024. During these election cycles, the SOE's budget increases to fund the additional costs of the primary. The increase in the election budget for FY 2024 is \$2.6 million or 55%. Besides the additional voting days for the presidential preference primary, these cost increases include the impacts of implementing the continuing changes in election laws, increased mailing costs, and the salary cost of hiring additional temporary personnel to conduct the elections.

Capital Projects (\$2,059,467): The overall capital project increase for FY 2024 is \$2,059,467. In addition to overall inflation and the rising costs of construction materials and supplies, increased costs are attributed to funding; facility maintenance; statutory technology requirements for the courts, and intersection and stormwater improvements. As discussed in greater detail in the capital section of this overview, \$2.15 million in dedicated ARPA capital revenue replacement and \$8.3 million in dedicated general revenue and transportation fund balances was appropriated in FY 2023.

Fuel and Vehicle Repair Costs (\$1,318,281): This cost increase is associated with the inflationary growth in the cost of parts to maintain the County fleet and a modest increase in the overall projected cost of fuel. Most of this increase is attributed to the purchase of fuel at the Sheriff's fueling station on Municipal Way. This increase is offset by corresponding reimbursement revenue from the Sheriff to the Fleet Management fund.

Contractual Obligations, Repairs and Maintenance, Utilities (\$1,160,812): All projected increases are associated with contractual and inflationary adjustments and include:

- County software maintenance licensing agreements including: the NEOGOV Human Resources management system, Microsoft Office 365 licensing, Banner Document Management, and network security applications
- Annual contractual and operating supplies increase in Facilities Management for security, custodial, HVAC, and building and grounds maintenance services
- Utilities costs are projected to increase due to CPI adjustments for utility provider rates
- Contractual costs for Public Works related to right-a-way, stormwater, and road maintenance
- Parks and Recreation mowing, trail, playground, and ballfield maintenance
- Contractual increases associated with the maintenance of the E-911 system
- Other miscellaneous increases related to rentals and leases, operating supplies, and training

Division of Tourism (\$1,157,459): This increase aligns with the additional revenue previously described and provides more funds for the COCA cultural grant programs (funded by the 1-cent of the bed-tax), as well as additional resources for the Division of Tourism marketing efforts and costs associated with the Leon County/Tallahassee bicentennial celebration in FY 2024 and the 2026 World Athletics Cross Country Championship at Apalachee Regional Park. To begin preliminary programming efforts for these events, \$291,318 in dedicated Tourism fund balance was appropriated in FY 2023.

Other Constitutional Officers (\$1,081,090): Other Constitutional Officer increases include:

- The Clerk of the Courts and Comptroller: The budget request increased by \$343,625. The increase is associated with cost-of-living adjustments, increased retirement rates as well as the addition of an accounting position to support increased demands related to the Clerk's Finance duties to the County.

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- **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 7.87% increase in property values, this budget will increase by \$657,980.
- **Property Appraiser:** This budget is submitted directly to the Department of Revenue for approval on June 1. The nominal \$79,485 increase is due to the Property Appraiser not purchasing new vehicles in FY 2024, a reduction in the number of temporary employees, and the completion of IT projects as originally planned.

City of Tallahassee Fire Service Contract Increase (\$792,163): This increase is directly related to the increase in the fire services assessments as reflected in the joint study conducted in partnership with the City of Tallahassee. All payments collected from this assessment are remitted to the City to fund fire services in the unincorporated area of the County.

Interlocal Agreements (\$644,816): Funding includes annual budgetary increases related to County interlocal agreements with the City of Tallahassee for the Consolidated Dispatch Agency, Parks and Recreation, ALS, Planning and Animal Control.

Workers' Compensation/Insurance (\$550,055): Leon County continues to have an aggressive safety and risk avoidance program, including required trainings and post-accident evaluations to avoid similar occurrences, which has resulted in reduced workers compensation costs for Leon County Government in FY 2024. This reduction is offset by an increase in the workers compensation budget for the Sheriff. In addition, anticipated increases in insurance premium coverages for property and general liability, which are competitively procured annually by the County's insurance broker, are included.

Medicaid (\$359,407): 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 increase by \$359,407.

Discretionary Funding and Human Services Expenses – SHIP, DEAP, etc. (\$344,910): Increases related to human services include:

- As approved by the Board at the March 21, 2023 meeting where the FY 2024 discretionary funding levels were established, \$41,250 is included for Frenchtown Rising Special Events and United Partners for Human Services.
- As approved by the Board at the April 25, 2023 Budget Workshop, \$15,000 in additional support for We Care's Patient Assistance fund, which is normally exhausted prior to the end of the fiscal year.
- \$198,660 associated with increased funding from the State Housing Initiatives Partnerships (SHIP), which will support additional local housing rehabilitation projects.
- \$60,000 to address growing demands for the Direct Emergency Assistance Program (DEAP)
- \$30,000 associated with the revised fee schedule for the Leon County Indigent Cremation and Burial Program to compensate contracted funeral homes for increased transportation and storage costs.

Lake Munson Additional Aerial Photography and Water Sampling (\$105,000): As approved by the Board at the March 21, 2023 meeting, this funding is associated with the extension of the Lake Munson drawdown through Spring 2024. Funding is included for monthly chemistry testing at the northern entry point and southern outflow of the Lake during the drawdown, in addition to quarterly aerial surveys of sediment compression.

Baker Marchman Act (\$63,814): Leon County allocates annual funding to Apalachee Center, Inc. for the provision of mental health care services for residents who meet the Baker Act and Marchman Act criteria. The Florida Mental Health Act, also known as the Baker Act under Chapter 394, Florida Statutes, provides an individual with emergency services and temporary detention for mental health evaluation and treatment, either on a voluntary or involuntary basis. The Department of Children and Families has identified Apalachee as the District's public receiving facility for individuals experiencing a mental health and/or substance abuse crisis. The District includes the counties of Leon, Gadsden, Wakulla, Jefferson, Franklin, Liberty, Madison, and Taylor. Annually, each county contracts with Apalachee to pay the state-mandated costs. Due to increased



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

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costs to operate the Baker/Marchman Act program and statutory requirements for local governments to pay for a portion of these costs, Apalachee has requested increased funding from all the district counties. Leon County will provide an additional \$191,442 in funding phased in over a three-year period with an increase of \$63,814 per year.

Department of Juvenile Justice Payment (DJJ) (\$39,927): The County is statutorily required to make certain payments to the Department of Juvenile Justice. The FY 2024 DJJ payment will increase by \$39,927.

While the previous analysis focused on overall increases in revenue and supported expenditures, the following section focuses on specific position changes and pay adjustments included in the FY 2024 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 2024 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 Departments could make before adding positions.

#### New Positions

Except for EMS public safety positions, currently no new general revenue supported positions are recommended for FY 2024. Eight new EMS positions are included to fill the current ambulance schedule and staff special events. Historically, EMS has relied on part time paramedics (PRNs) to cover open ambulance shifts. However, due to the competitive job market for paramedics and their availability, these part time positions are difficult to fill. Funding for these eight new positions will largely be offset by a reduction in the PRN staffing and EMS overtime budgets for an estimated net budget impact of \$347,000.

Due to Leon County's low unemployment rate of 2.7%, the local job market is highly competitive, and there are currently many vacant positions throughout the organization. Instead of recommending creating new positions, Leon County Government will continue to focus on filling these vacant positions to maintain service delivery. Positions that cannot be filled will be considered for realignment within the organization to meet increased service demands in specific program areas.

#### Other Pay Adjustments

Consistent with previous budget cycles, the tentative budget includes several recommendations related to employee pay to ensure Leon County remains an employer of choice. These pay adjustments acknowledge the necessary investment to recruit and retain employees. The pay adjustments include:

- A 5% raise for all Board and Constitutional employees.
- Increase in On-Call Pay to ensure that Leon County can respond to after-hour work requirements or emergencies related to service delivery. The on-call pay is increased from \$10.00 to \$15 per weekday, \$15.00 to \$20.00 per weekend day; and \$20.00 to \$30.00 per Holiday.
- Increase in the Retiree Health Insurance Contribution to employees to help them fund health insurance after retirement prior to being eligible for Medicare. The contribution is increased from \$5 per month for each year of service to \$7.50.

#### 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.

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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 November 2022 annual release, affirming the County's extremely high Aa2 credit rating.

#### *General Fund*

Barring unforeseen circumstance, by constraining expenditures to the greatest extent possible, the use of general fund balance for FY 2024 is \$571,290, a decrease of \$657,584 from FY 2023. The reduction in the 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 million 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 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 catastrophe reserves, which were used in three consecutive years to fund the debris removal related to Hurricanes Hermine, Irma, and Michael.

#### Building Inspection

Building Inspection is entirely funded by permitting and inspection fees and does not receive any general revenue support. To ensure Building Inspection continues to provide prompt permitting services, when revenues decline available fund balances are used to support funding these services. For FY 2024, it is recommended to use \$937,201 in available Building Inspection fund balance. Like DSEM, after several years of increased construction activity, permitting levels are ebbing. In addition, higher interest rates are beginning to suppress home sales and related permitting activity. Building fund balances are available due to increased revenues generated during the recent robust construction market. If this trend continues, expenditures for these services may need to be reduced in outyears.

#### Other Fund Balances

Other 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.

Due to declines in court revenues, the Judicial funds (e.g., Drug Court and Judicial Programs) will use available fund balances totaling \$233,977 to continue to support their operations. In addition, to provide the necessary funding for E-911, it is recommended to appropriate \$69,782 in dedicated fund balance to support this program.

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#### Tourism Fund Balance Use

As Tourism continues to plan for the 2024 Bicentennial and the World Cross Country Championships, additional funding is included for the Tourism FY 2024 budget for the related marketing and promotion of these events. To ensure that these efforts are uninterrupted, \$291,318 in available fund balance for these efforts was appropriated in FY 2023. Fund balances are available due to the rapid and steady increase in Leon County tourism during the COVID economic recovery and the increase in available rooms due to new hotel construction.

#### 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.

The capital program continues to focus on the long-term maintenance of the County's extensive existing infrastructure, some of which includes over 2 million square feet of facilities, hundreds of miles of roads, and thousands of acres of parks, greenways, and trails.

As a financial best practice and to avoid the cost associated with borrowing, Leon County annually evaluates fund balance levels to determine the availability of funds to support the capital program. Using available fund balance for one-time expenditures for capital projects is considered a best practice. As previously noted, it is not considered a best practice to use reserves for recurring expenses.

Over the past three fiscal years, Leon County has used \$10 million in ARPA funds to support the County general capital program and \$17.4 million to fund sewer projects in the Primary Spring Protection Zone. The use of these funds has allowed for a reduced level of recurring general revenue funds to support the capital program.

Over the next five years, the general revenue supported capital budget averages \$16 million each year. To maintain this capital program, which is largely focused on maintaining the existing County infrastructure (buildings, IT systems and stormwater), a consistent amount of recurring general revenue would be required to fund these projects. From FY 2020 – FY 2023, the recurring general revenue support for the capital program has ranged from \$5.0 million - \$8.2 million. One-time ARPA revenues were used over the past several years to provide additional revenues to support the capital program.

#### *Funds Sweep to Support Capital Program*

As detailed in the previous section, fund balances grow due to revenue exceeding the budgeted amount and the under expenditure of the operating budget. These accumulated reserves, in excess of the balance required to maintain reserve policy minimums, become available to support one-time expenses in the capital program. Over the past 15-years, the County has used these excess reserves four times to support the capital program. These "fund sweeps" paid for the County's portion of the Public Safety Complex, the branch library expansion and stormwater projects. Using these reserves allowed the County to avoid the interest associated with the issuance of debt.

A review of fund reserves in FY 2023 indicated that the County had \$15.68 million in available fund balances above the policy minimums that were available to support the capital program for the next two to three years. Specifically, \$10.86 million was available in non-countywide general revenue and \$946,212 million from the stormwater fund. Also, \$3.88 million in transportation reserves were available to support the transportation capital program.

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In addition to the fund balance sweep, \$2.1 million in ARPA revenue replacement funding was allocated to support the capital program. Using these remaining \$2.1 million in ARPA revenue replacement funds offset the need to increase the general revenue transfer to capital. To ensure that facility improvements continue, and vehicles purchase are not delayed, the available fund balances and the \$2.1 million from ARPA was advanced funded in FY 2023. By appropriating the funds in FY 2023, it mitigated an unnecessarily large percentage increase when comparing the FY 2023 budget to the FY 2024 budget.

Highlights of the complete five-year capital program funding for FY 2024 include:

#### *Essential Library Initiative*

An additional \$500,000 allocated to ensure that funding is available as final designs are completed for the first phase of renovations to the Main Library. This will bring the total allocation to implement the first phase to \$1.9 million. To complete construction related to the initiative an additional \$2.5 million is programmed from FY 2025 – FY 2027.

#### *Transportation*

The transportation capital program continues to focus on repaving, sidewalks, and maintaining the transportation stormwater system.

#### *Emergency Medical Services Ambulances*

To ensure the ambulance fleet is properly refreshed, ambulances with significant mileage are completely replaced and some are refurbished with new chassis. For FY 2024 four ambulances are scheduled for purchase and three are recommended for new chassis with a remounted “box.” In addition, one paramedic supervisor vehicle will be replaced in FY 2024. The total cost for vehicle and equipment replacement for EMS is \$2.1 million.

#### *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 the County’s adopted LIFE Policy and any 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 2024 Preliminary Budget, as well as long term fiscal planning for the County.

### **Multiyear Fiscal Planning**

The County has previously engaged in multiyear fiscal planning to ensure the long-term fiscal viability of the County and to ensure the resources available to the County are used in the most prudent manner. Through these efforts, the County has deliberately been able to save taxpayers millions of dollars by deferring increases in property taxes and fees. In addition, during this time, guided by the Strategic Plan, the County has increased its investment in areas such as public safety, human services, park amenities, etc. At the same time, the County has also maintained hundreds of miles of road, hundreds of thousands of square feet of building space, and thousands of acres of parks while paying down debt and maintaining adequate levels of reserves.

While no fiscal plan could have contemplated the significant impacts of the originally proposed Florida Retirement System legislation in 2023, this completely unanticipated fiscal shock did expose the limitations of the County’s existing revenue diversification. Currently, the County provides general revenue support to several programs, such as Solid Waste and Stormwater, that with the appropriate level of fees or assessments would be self-supporting. This approach is inconsistent with the County’s “Fiscal Guiding Principles” and Fiscal Policies that state fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise. As with Fire and EMS, the existing fees and assessments for Solid Waste and Stormwater have been deliberately suppressed for many years to provide millions in relief to taxpayers.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

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However, to ensure the continued long-term fiscal viability of the County, it is critical to reduce and eliminate these general revenue subsidies. The elimination of these subsidies allows the County to rebuild reserves and provides additional resources to address future unanticipated expenditure increases without drastic cuts to operating and capital budgets or increases to property tax rates.

As discussed earlier in this overview, the solid waste residential non-ad valorem assessment of \$40 per year has remained unchanged since 1994 or almost 30 years. This fee is intended to pay for the cost of disposing of solid waste brought to the transfer station. This fee no longer pays the full cost of providing this service. In addition, the County does not charge residents to use the rural waste service centers. To offset these costs, the County provides millions in annual general revenue to the solid waste fund. An increase to the non-ad valorem assessment could eliminate this general revenue support. Like the fire fee, a study would need to be conducted to ensure a legally defensible rate is established. To eliminate this general revenue subsidy and correspondingly increase the assessment to an appropriate level, the County intends to conduct a fee study in FY 2025 with the results being available for consideration as part of the FY 2026 budget process.

Like solid waste, Leon County's stormwater program is also supported by a non-ad valorem assessment. This assessment was last reviewed and increased in 2013. The stormwater assessment provides revenues to pay for the operation and maintenance of the County's stormwater system. However, the non-ad valorem assessment is not adequate to support the program and millions in general revenue are annually used to augment the program's funding. Like the other assessments, a study would need to be conducted to establish recommended fees. Continuing to provide for taxpayer sensitivity, the stormwater fee study is intended to be conducted in FY 2027 and will be considered as part of the FY 2028 budget process. This will be two years after any solid waste fee adjustment in FY 2026.

Leon County has deliberately demonstrated continuous fiscal constraint by mitigating any tax and fee increases until such time as all other approaches have been exhausted. This includes maintaining a budget per capita at one of the lowest rates of any County in Florida, judiciously adding only the most critical positions to the budget, leveraging millions in state and federal grants, and paying down outstanding debt while taking advantage of historically low interest rates when they were available. However, the recently proposed FRS legislation requires the County to revisit its long-term funding strategies. The reasoned and deliberate approach to increasing the solid waste and stormwater assessments over a period of several years, will be better positioned the County to remain a fiscally viable organization into the foreseeable future.

#### **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 FY 2024 budget is balanced with limited millage and fee increases (EMS and Fire); the 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.

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.

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 cost of material, supplies and the cost of capital projects.

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Even with the continued economic uncertainty, 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 November 2022 annual release, which affirmed the County's very good Aa2 credit rating.

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 best position the organization to continue to meet the current and foreseeable challenges and opportunities facing our organization and community.

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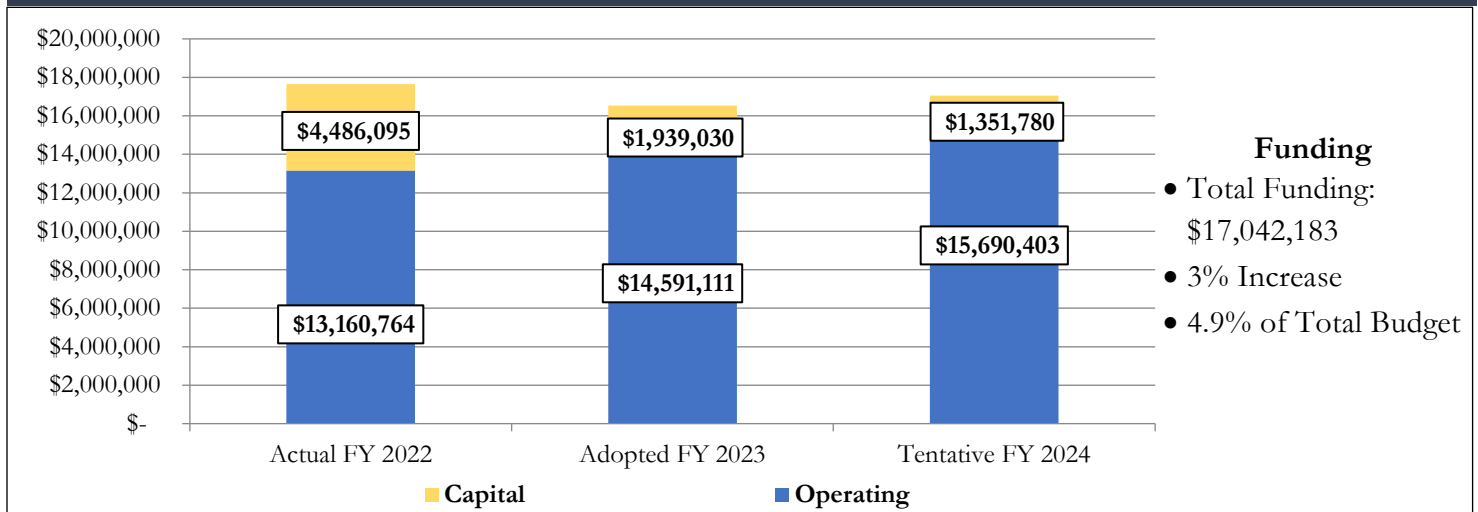
### Culture & Recreation

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 675,000 customers through the Library System and managed nearly 1,400,000 checked out materials in FY 2022, including print, DVD, audio, e-books, computers and more.

Culture & Recreation Funding FY 2022 thru FY 2024



### FY 2024 Culture & Recreation Highlights

- To ensure projects are not delayed in FY 2024 due to national supply shortages with materials and supplies, \$985,000 was advanced funded in FY 2023 for Parks and Greenways Capital Maintenance.
- \$500,000 in support of the Essential Libraries Initiative for capital improvements at the Main Library.
- \$341,750 for playground equipment replacements.
- \$185,000 from Livable Infrastructure for Everyone (L.I.F.E) funding for boat landing upgrades.
- \$325,030 in capital funding for Library technology, including public computers, security cameras and radio frequency identification (RFID) equipment leases.



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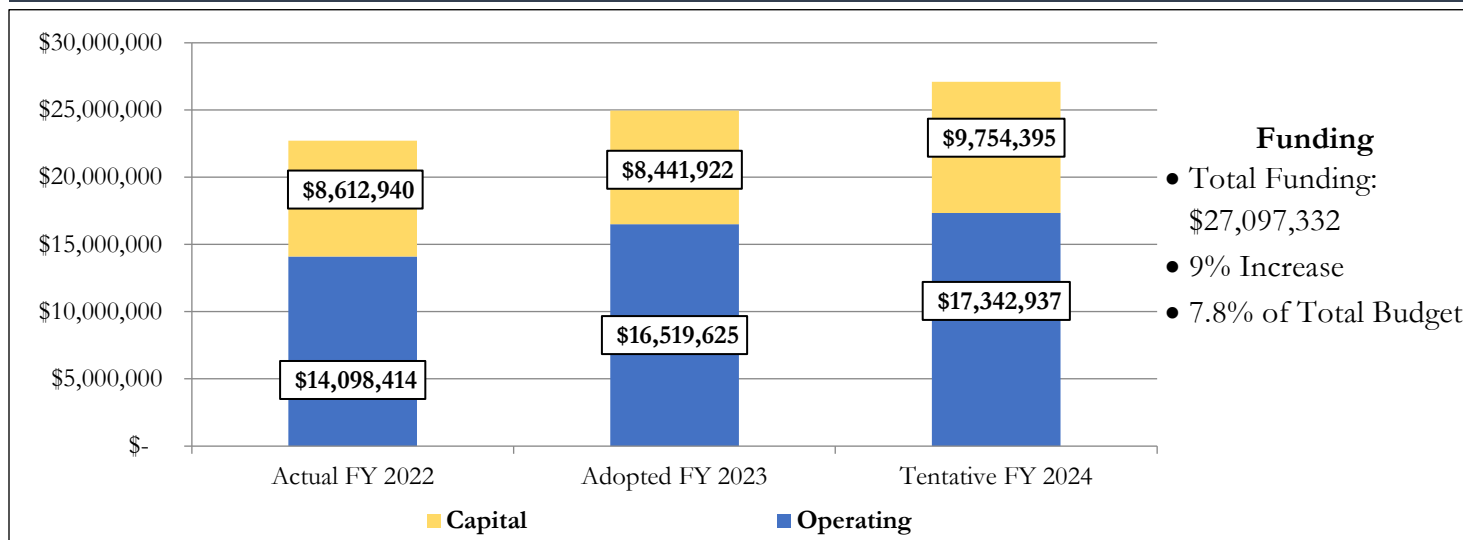
#### Transportation

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 nearly 11,000 requests for services via email, telephone, personal contacts and the Citizens Connect mobile app.

#### Transportation Funding FY 2022 thru FY 2024



#### FY 2024 Transportation Highlights

- \$6.0 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.
- \$2.7 million for the Sidewalk Program in the unincorporated areas of the county.
- \$275,000 in Livable Infrastructure for Everyone (L.I.F.E.) funding to support Transportation and Neighborhood Enhancements, \$125,000 for the County’s Street Lighting Program, and \$100,000 for Rural Road Safety Stabilization in the unincorporated area.
- \$3.9 million for Public Works vehicle and equipment replacements and infrastructure improvements was advanced funded in FY 2023 due to national supply chain difficulties.

# LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

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### Public Safety

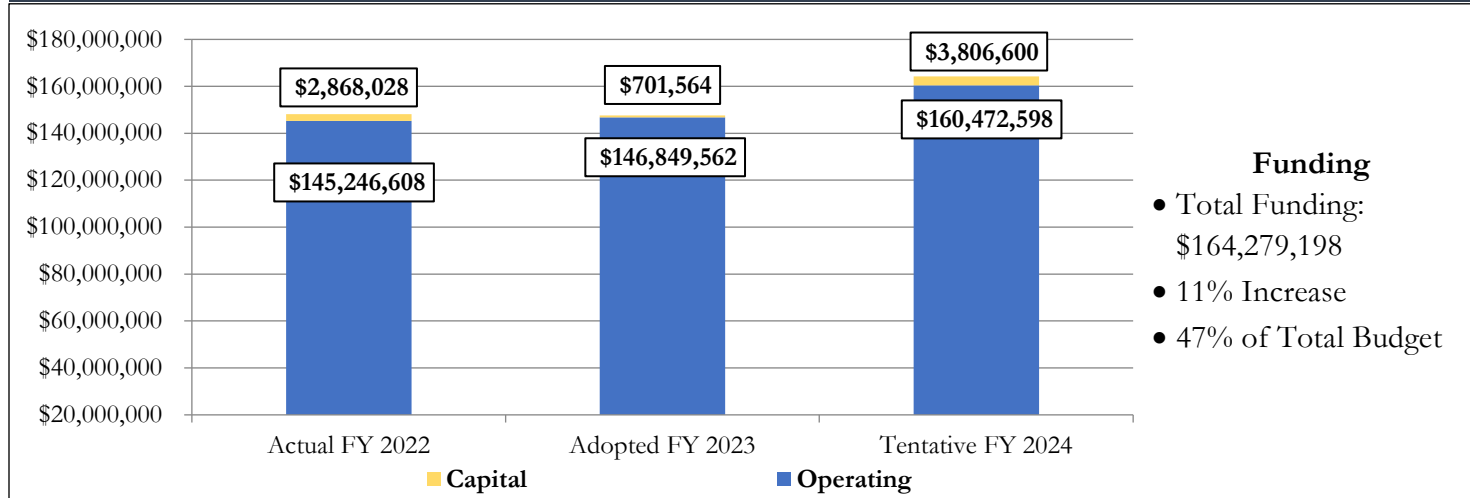
A broad range of services that ensure the security of both persons and property, provided by Leon County, including:

- 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 16,000 citizens have been trained in CPR and cardiac defibrillator training since EMS began hosting Press the Chest events in 2010.

### Public Safety Funding FY 2022 thru FY 2024



- Funding**
- Total Funding: \$164,279,198
  - 11% Increase
  - 47% of Total Budget

### FY 2024 Public Safety Highlights

- 66% of the total FY 2024 Public Safety budget is allocated in support of Leon County Sheriff operations, including \$59.8 million for Sheriff Law Enforcement and \$48.2 million for Detention/Corrections. The budget includes the final year of implementation of a step pay plan for sworn officers, which increases starting pay to \$50,000.
- \$1.9 million for Emergency Management and Enhanced E-911 services.
- \$2.4 million in capital funding was advanced funded in FY 2023 to ensure projects at the Sheriff facilities are not delayed in FY 2024 due to supply chain issues with vehicles and construction facilities.
- \$33.1 million for Emergency Medical Services, including funding for eight new positions and the replacement of aging ambulances to ensure adequate resources are available for increased demand.
- Provides sufficient resources to maintain fire services through a new fire services fee.

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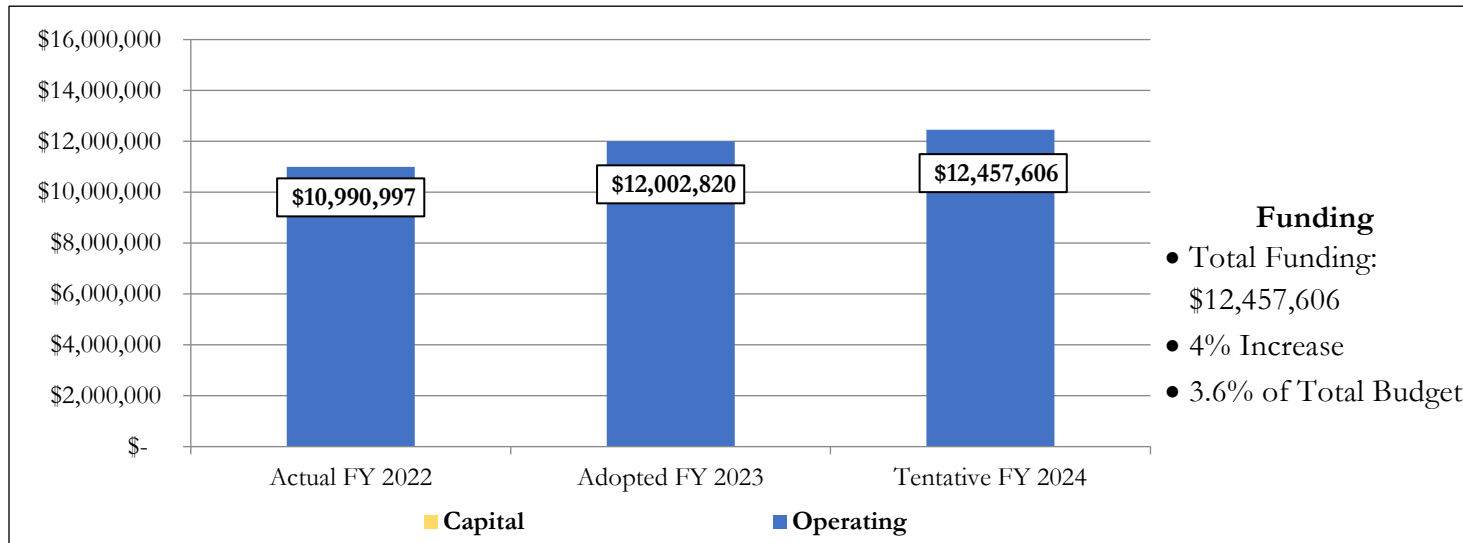
### Human Services

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 \$1.3 million in FY 2022 to help fund more than 7,700 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 2022 thru FY 2024



### FY 2024 Human Services Highlights

- \$2.3 million to Community Human Services Partnership (CHSP) agencies to address the highest human service needs in the community.
- \$1,135,109 in State Housing Initiatives Partnership (SHIP) funding to support affordable housing.
- \$1,859,082 in continued support of Primary Health Care.
- \$855,649 for the Medical Examiner contract, and an additional \$92,030 in operating expenses for morgue equipment, security, etc.
- \$246,183 in support of the Health Department.
- \$3.45 million for the continued support of Medicaid.
- \$500,000 in Federal funding was leveraged to expand homeless services.

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### Physical Environment

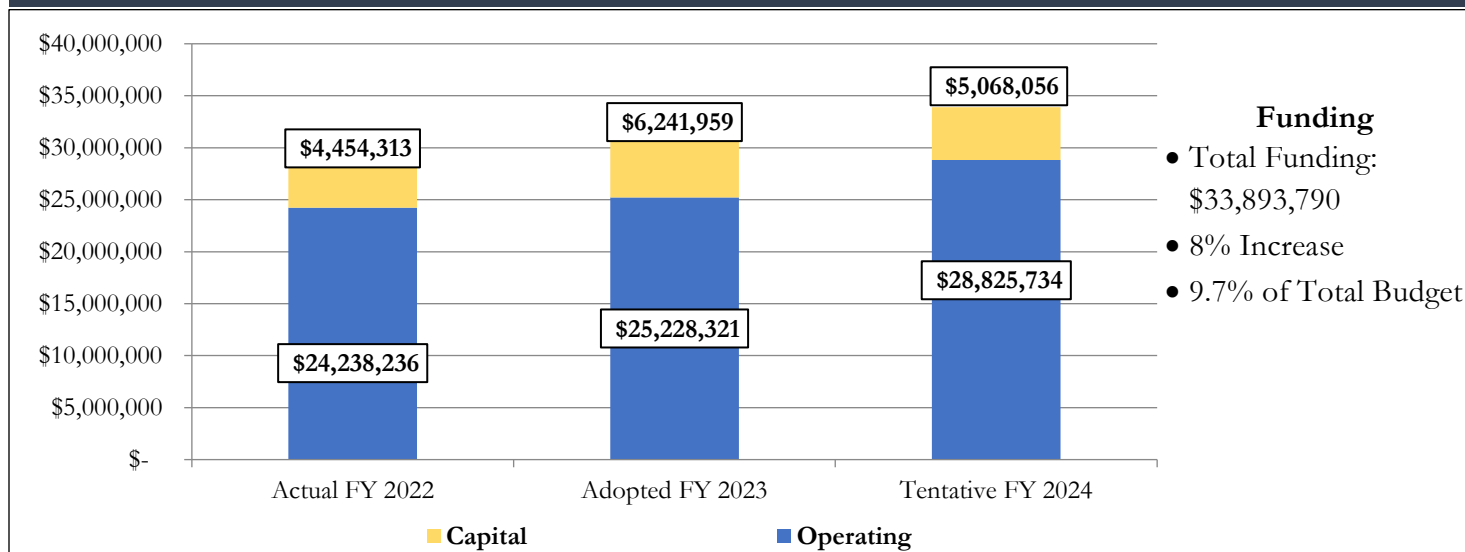
A broad range of services provided by Leon County that achieve a satisfactory living environment by controlling and utilizing elements of the environment, including:

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



**County Fact:** Development Services reviewed and approved 48 site and development plan applications, 61 minor subdivision applications, 1,694 land use compliance applications and issued 39 concurrency certificates and 228 permitted use verifications.

### Physical Environment Funding FY 2022 thru FY 2024



### FY 2024 Physical Environment Highlights

- \$775,000 for Transfer Station Heavy Equipment Replacement.
- \$1.1 million for preventative maintenance for stormwater infrastructure throughout the County, and \$645,000 for Stormwater Vehicle and Equipment replacements were advanced funded in FY 2023 to ensure projects aren't delayed in FY 2024 due to national supply chain difficulties.
- \$525,175 in continued funding in support of Cooperative Extension.
- \$298,500 for the Geographic Information Systems (GIS) Basemap Update.
- \$105,000 for additional aerial photography and water sampling associated with the drawdown of Lake Munson.

# LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

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### Economic Environment

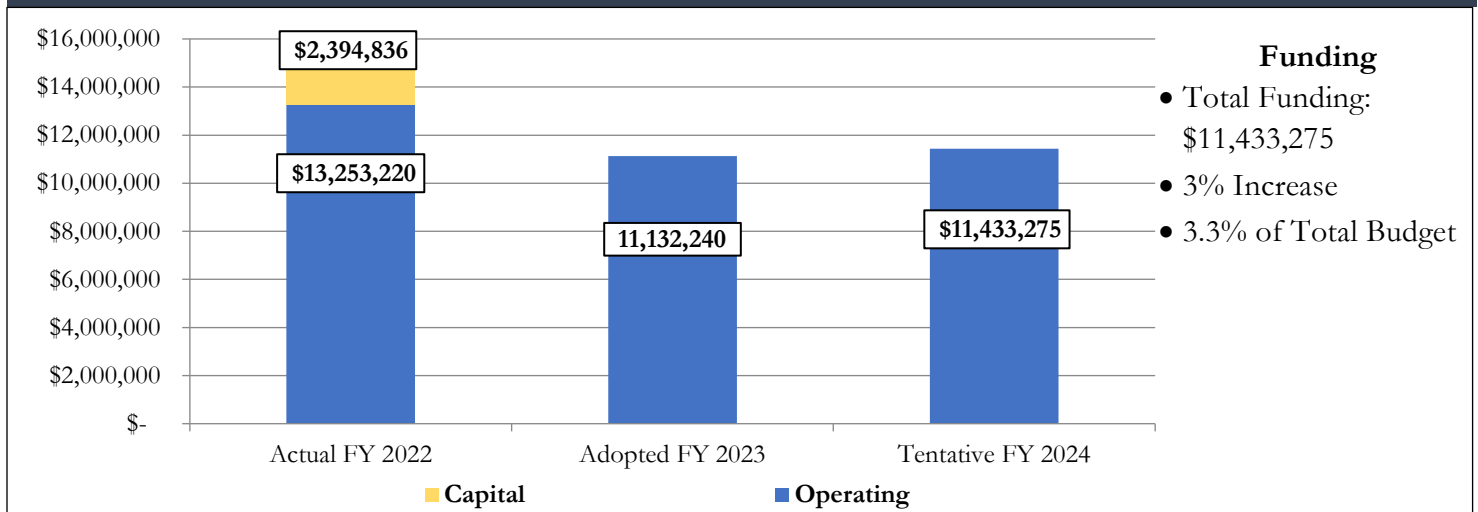
A broad range of services provided by Leon County designed to develop and improve the economic condition of the community and its citizens, including:

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

**County Fact:** Veteran Services facilitated claim actions that resulted in Leon County veterans receiving more than \$30 million in benefits.



Economic Environment Funding FY 2022 thru FY 2024



- Funding**
- Total Funding: \$11,433,275
  - 3% Increase
  - 3.3% of Total Budget

### FY 2024 Economic Environment Highlights

- Tourist Development Tax (TDT) revenue is projected to be \$1.61 million per penny in FY 2024, a 23% increase from the \$1.31 million projected in FY 2023. Revenues continue to increase after the subsidence of COVID and a return to normal travel activities.
- \$1,135,109 in State Housing Initiatives Partnership (SHIP) funding to support affordable housing.
- \$291,318 in Tourism funding was advanced funded in FY 2023 to begin preliminary marketing and programming efforts for the Leon County/Tallahassee bicentennial celebration in FY 2024 and the 2026 World Athletics Cross Country Championship at Apalachee Regional Park.
- \$409,589 for continued funding for the Veteran’s program.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Budget Overview Highlights

### Court Related Services

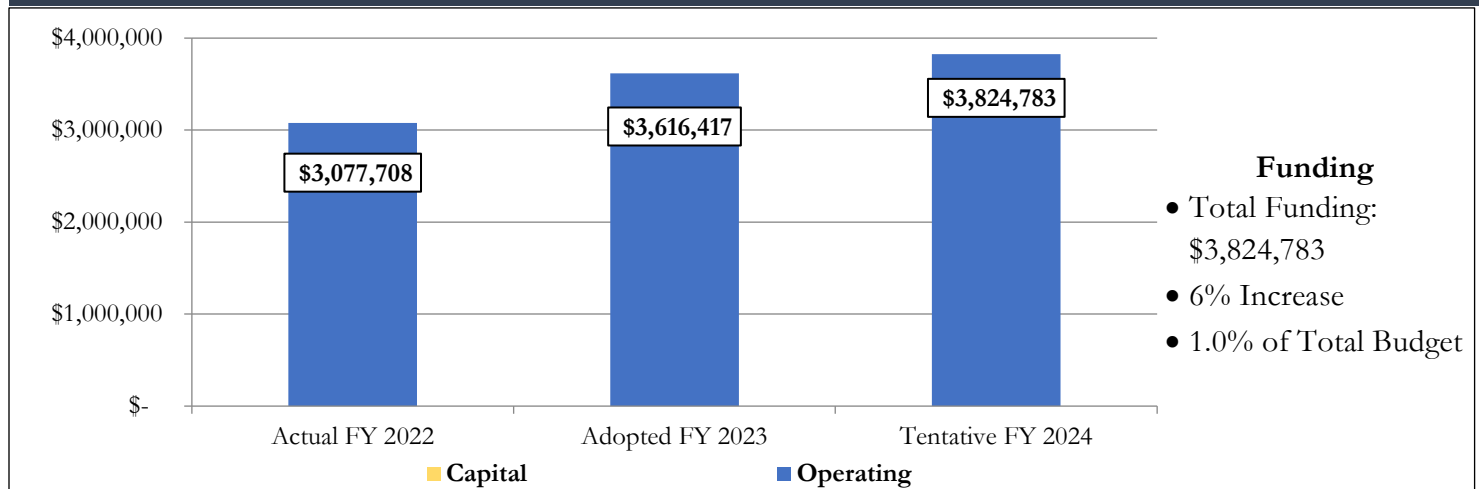
A broad range of services provided by the Judicial Branch of Leon County government in accordance to Article V of the state constitution, including:

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

**County Fact:** In FY 2022, the Guardian Ad Litem program represented 674 Leon County children in court proceedings.



### Court Services Funding FY 2022 thru FY 2024



### FY 2024 Court Services Highlights

- \$1,370,835 in funding for the state Juvenile Justice detention payment, an increase of \$40,000.
- \$291,700 for technology for the State Attorney and Public Defender.
- \$233,781 for courtroom technology and \$35,000 for Courthouse security.
- \$75,000 for courtroom minor renovations.
- \$250,000 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 \$10.5 million in FY 2022. 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 2024 TENTATIVE BUDGET

## »» Budget Overview Highlights

### General Government

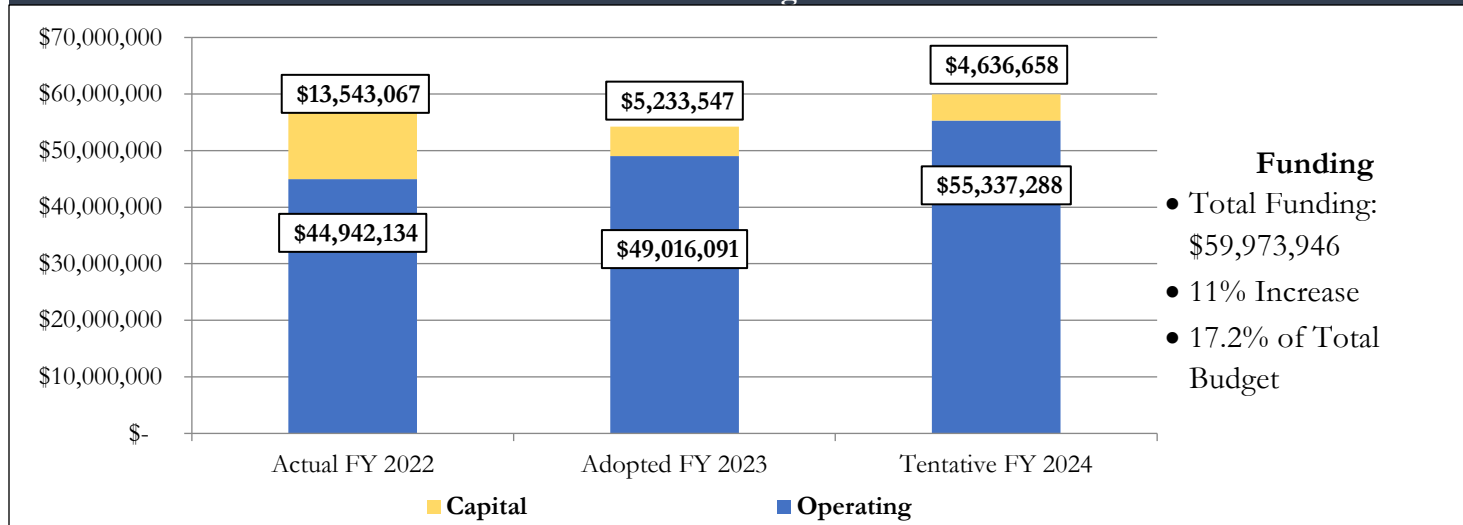
A broad range of services associated with operating the Leon County government, including:

- 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 2022 thru FY 2024



### FY 2024 General Government Highlights

- \$20,548,579 in support of Constitutional Officers including: Property Appraiser (\$6,060,004); Tax Collector (\$7,103,357); and the Supervisor of Elections (\$7,385,218), which includes additional funding to conduct the 2024 Presidential Preference Primary election and personnel costs to accommodate new voter verification requirements.
- To ensure projects are not delayed in FY 2024 due to national supply shortages with vehicles and construction materials, \$181,144 for general vehicle and equipment replacements, and \$2.2 million for building mechanical repairs and replacements, roofing repairs and replacements, and general maintenance and renovations was advanced funded in FY 2023.
- \$785,000 in building infrastructure improvements.
- \$705,000 for compute infrastructure such as the digital phone system, maintaining file servers, and the network infrastructure.

# LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Budget Overview Highlights

### Other Expenses & Debt Service

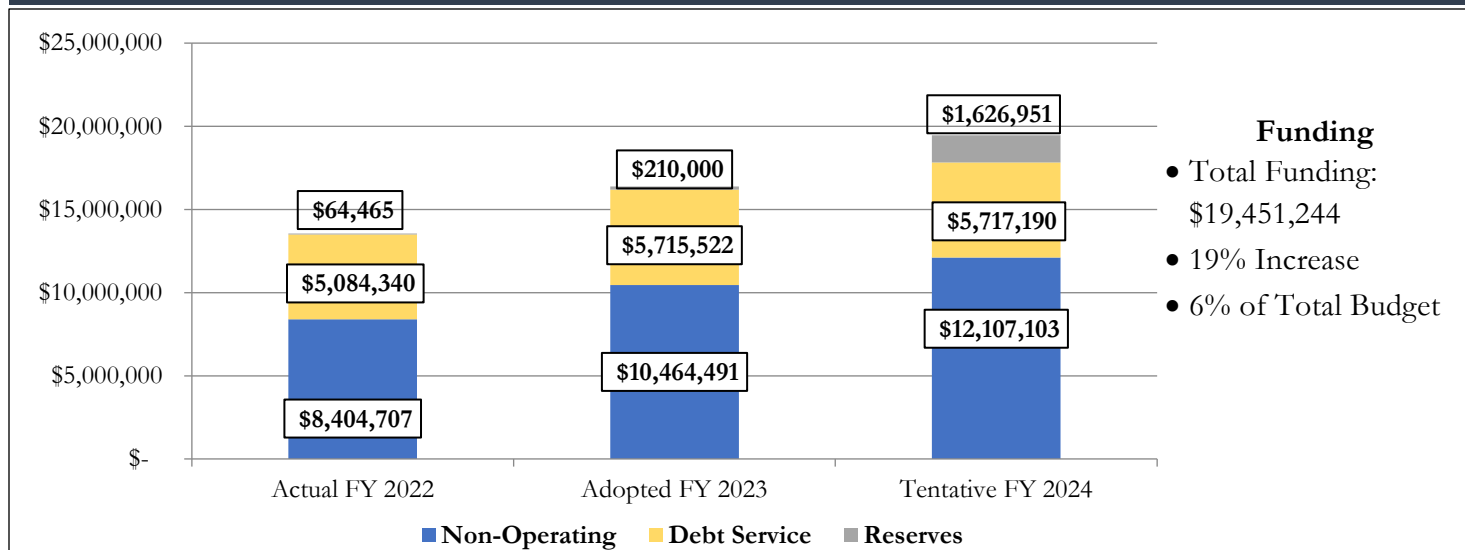
Non-operating funding is for those activities for which costs do not apply solely to any specific County department's function, but are either applicable to the operation of County government as a whole, or are provided for the public good. Non-Operating expenditures support:

- Fleet Management;
- Countywide communication services;
- Grant Match dollars;
- 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 2022 thru FY 2024



### FY 2024 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 2024, Leon County budgeted \$5,717,190 for debt service. The increase in non-operating expenditures is primarily attributed to the purchase of fuel at the Sheriff's fueling station, which is offset by a corresponding reimbursement revenue from the Sheriff. The County budgeted \$210,000 for reserves in FY 2024 to account for unforeseeable events and/or changes in market conditions such as rising fuel and energy costs. The remaining reserves (\$1.4 million) are associated with the planned increase in the EMS millage rate, which provides for reserves to support future increased staffing and equipment requirements for the Emergency Medical Services program.

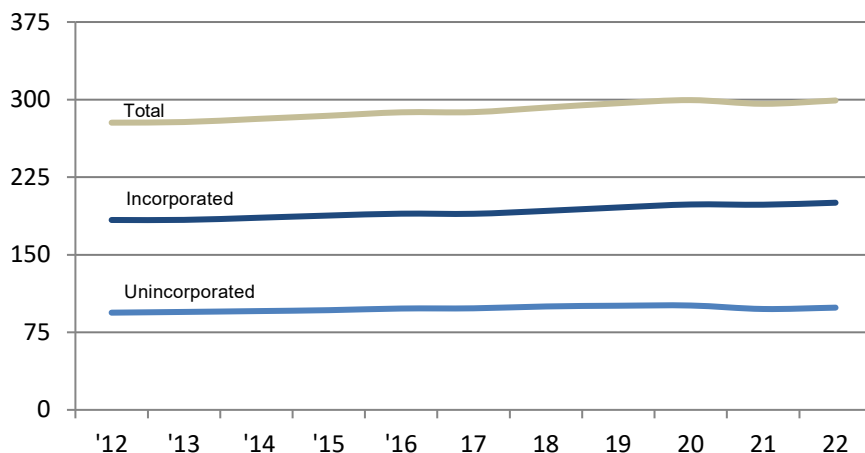


LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# »» Community Economic Profile

## Population

Thousands



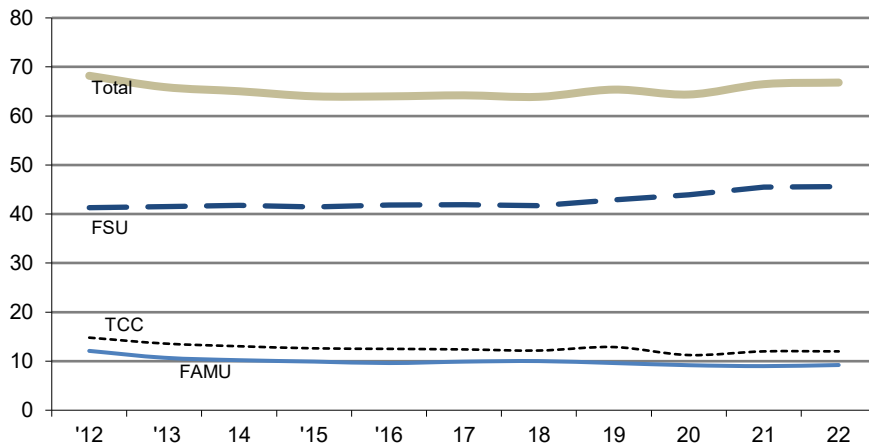
Source:  
2022 Population Estimates and Projections from Tallahassee/Leon County Office of Economic Vitality

According to the 2022 estimates from the Tallahassee-Leon County Office of Economic Vitality, the current Leon County population is 299,130 where 67% represents the incorporated area and 33% represents the unincorporated area. The total county population estimates grew by 2.37% from the 2020 census.

Leon County had the second highest growth rate of neighboring counties at (2.37%) since the 2020 Census. Wakulla (4.19%), Gadsden (-0.97%) and Jefferson (-0.23%).

## Higher Education Enrollment

Thousands



Source:  
2022 Education Higher Education Institutions Enrollment from Tallahassee/Leon County Office of Economic Vitality

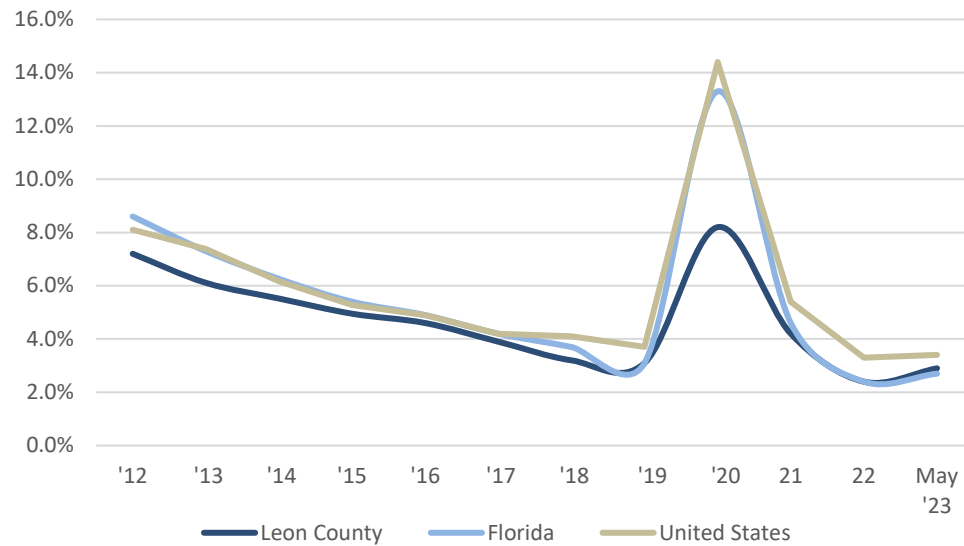
Three institutions of higher learning are located in Tallahassee: Florida State University (FSU), Florida Agricultural & Mechanical University (FAMU), and Tallahassee Community College (TCC). Total enrollment for Fall 2022 was 66,812, an increase of 322 students from Fall 2021.

Fall 2022 shows an increase in enrollment for FSU and FAMU of 0.23% and 2.46%, respectively.

LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# »» Community Economic Profile

## Unemployment Statistics



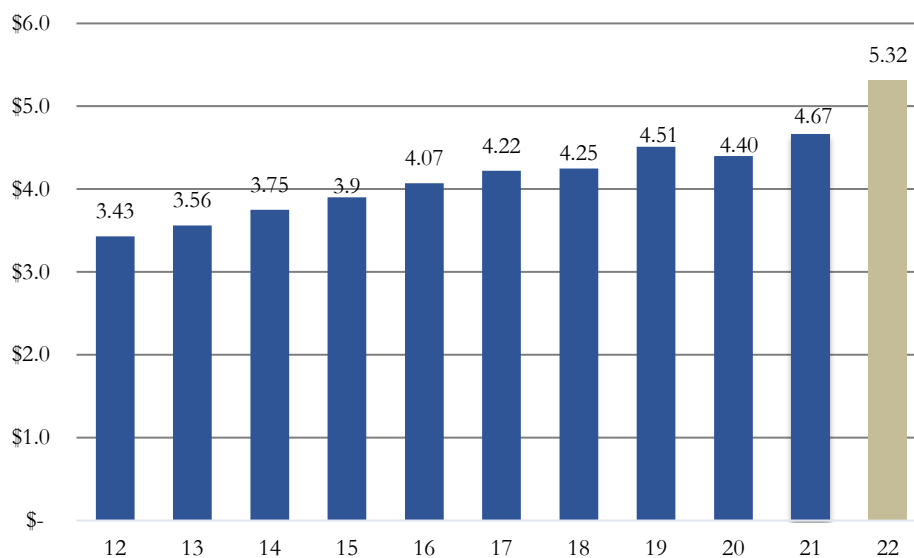
Source: 2022 Office of Economic Vitality, Workforce, and Income Unemployment Rate Annual Average

Unemployment rates are a traditional indicator of economic health. Leon County's unemployment rate has remained below the state and national averages for the past ten years. 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 had been declining since 2012, when the rate was 8.60%. However, the COVID-19 pandemic and the sustained global economic disruption surrounding the public health emergency impacted governments, businesses, and individuals across the world. Local Area Unemployment Statistics data shows that FY 2020 MSA unemployment rates increased to 8.2%, while the State increased to 13.3%. Preliminary unemployment rate for MSA is 2.9% in May 2023, slightly above the State rate of 2.7%, and 0.7 points below the US unemployment rate of 3.4%.

## Taxable Sales

Billions



Source: 2022 Office of Economic Vitality, Statistical data, Taxable Sales

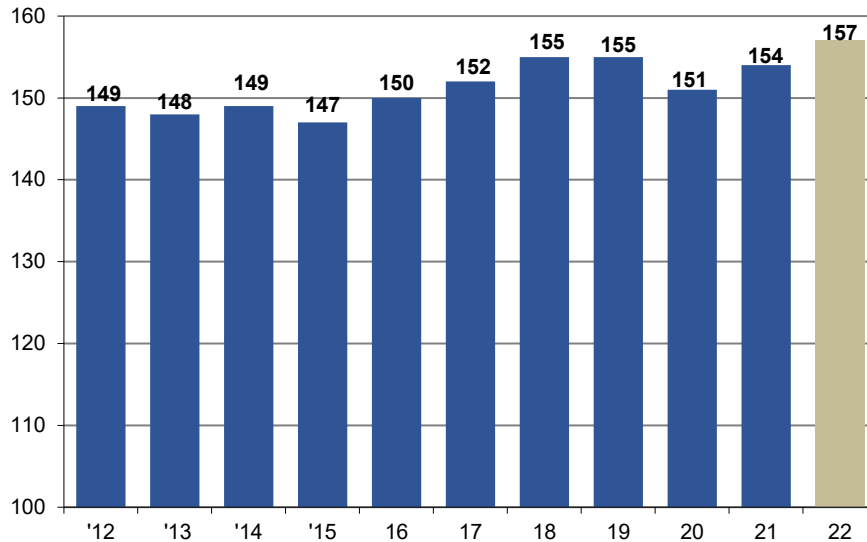
Taxable sales data is commonly used as one indicator of regional economic activity. The data is derived from sales tax returns filed monthly by retail establishments with the Florida Department of Revenue. In 2022, taxable sales increased by 13.95% to \$5.32 billion, a reflection of the continued recovery from the COVID-19 recession.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# »» Community Economic Profile

## Total Leon County Labor Force

Thousands



Source: 2022 Office of Economic Vitality, Workforce and Income, Labor Force

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

The County labor force remained relatively level 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 was 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 1.68% in 2022.

## MSA Employment by Industry – 2012 vs. 2022

Industry	Employees 2012	% Employment	Employees 2022	% Employment	% Change
Government	60,600	37%	54,869	27%	-9%
Education and Health Services	19,900	12%	48,812	24%	145%
Leisure and Hospitality	16,700	10%	20,305	10%	22%
Professional and Business Services	17,900	11%	25,115	12%	40%
Trade, Transportation, and Utilities	22,200	14%	24,588	12%	11%
Other Services	6,800	4%	7,909	4%	16%
Financial Activities	7,100	4%	8,261	4%	16%
Construction	5,800	4%	7,921	4%	37%
Manufacturing	3,200	2%	3,825	2%	20%
Information	3,300	2%	3,695	2%	12%
<b>Total</b>	<b>163,500</b>	<b>100%</b>	<b>205,300</b>	<b>100%</b>	<b>26%</b>

Source: 2022 Office of Economic Vitality, Workforce and Income, Projected Employment by Industry

Over the past ten years, Leon County's major industries have included Government, Education and Health Services, 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.

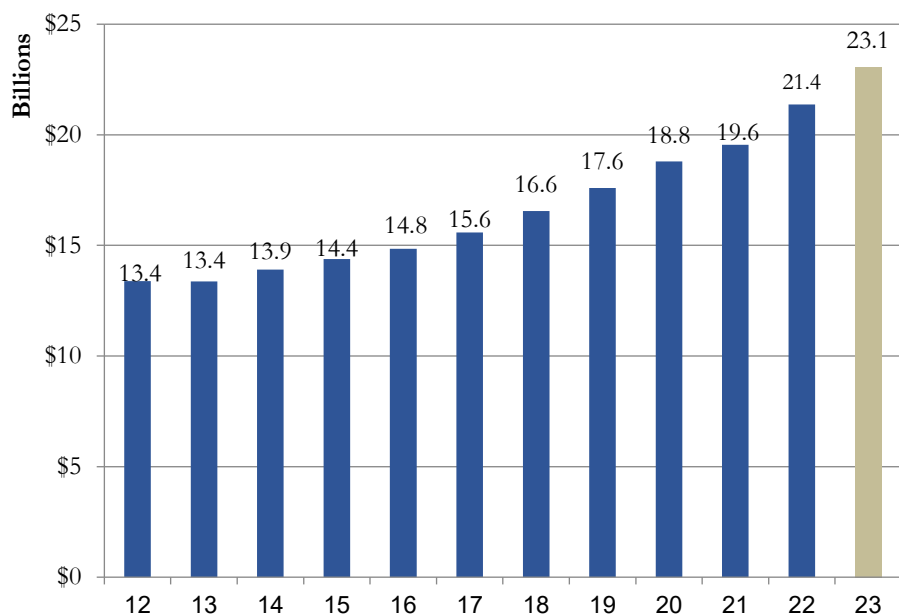
The largest increase over the past decade (in terms of percentage) has been in Education and Health Services, and Trade, Transportation, and Utilities, while Government has seen the largest decrease. The strain of COVID-19 on the healthcare industry has contributed to the significant increase in Health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

Total employment in these major industries for 2022 is at a steady rate compared to 2012.

# LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Community Economic Profile

### Taxable Value

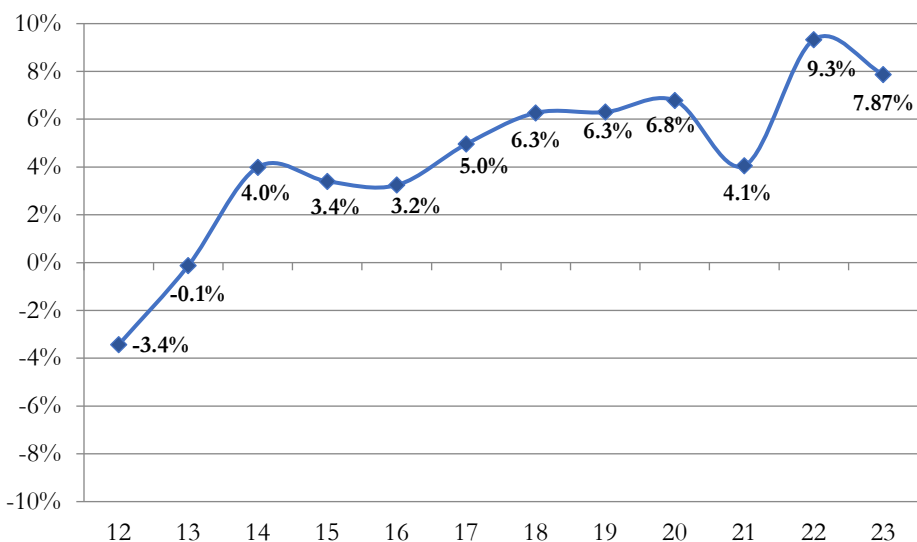


From 2012 to 2013, valuations remained flat. This was largely due to the continuing recession and a repressed housing market. An improved housing market shows values increasing steadily from 2014 onwards. In FY 2018, property values increased by 6.27%. At the end of the economic rebound FY 22 values increased by 9.33%. Valuations provided on July 1, 2023 show an 7.87% increase.

Valuations from the prior year ending December 31 are used to develop the next year budget (i.e. 2022 valuations are used to develop the FY 2023/2024 budget).

Source: Certification of Final Taxable Value, Forms DR-403v; 2023 figures based on Preliminary Taxable Values provided by Leon County Property Appraiser (June 1, 2023)

### Annual Percentage Change in Taxable Value



Fiscal year 2013 show the end of the six year downward turn in taxable values from the recession and a collapse of the housing market with 2014 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 9.3% increase for 2022. Final numbers for 2023 show an increase of 7.87%.

Source: Certification of Final Taxable Value, Forms DR-403v; 2023 figures based on Final Taxable Values provided by Leon County Property Appraiser (July 1, 2023)

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# »» Community Economic Profile

## Principal Taxpayers

2021		
Name	Total Taxable Value	Total Taxes
Smith Interest General Partnership	\$155,713,820	\$2,971,128
Capital Regional Medical Center	\$83,450,440	\$1,577,149
510 West Virginia Street, LLC	\$68,703,450	\$1,318,749
District Joint Venture, LLC	\$63,870,998	\$1,225,991
Florida Gas Transmission Company, LLC	\$70,285,176	\$1,068,602
Embarq Florida Inc./Centurylink	\$52,467,398	\$990,071
Wal-Mart Stores, Inc.	\$57,817,320	\$1,069,840
Talquin Electric Cooperative Inc.	\$68,212,119	\$1,032,391
Comcast	\$53,769,446	\$988,164
Presbyterian Retirement Communities, Inc	\$85,197,291	\$1,013,090
<b>Total</b>	<b>\$759,487,458</b>	<b>\$13,255,175</b>

2022		
Name	Total Taxable Value	Total Taxes
Smith Interest General Partnership	\$161,888,561	\$3,028,899
Capital Regional Medical Center	\$95,158,026	\$1,745,839
510 West Virginia Street, LLC	\$74,776,368	\$1,404,562
District Joint Venture, LLC	\$72,158,303	\$1,349,888
Presbyterian Retirement Communities Inc	\$97,863,266	\$1,143,862
Talquin Electric Cooperative Inc.	\$74,250,990	\$1,093,146
Florida Gas Transmission Company, LLC	\$70,488,491	\$1,039,533
Grove Park Apartments LLC	\$54,179,545	\$1,017,681
Wal-Mart Stores, Inc.	\$55,550,800	\$1,006,933
Comcast	\$54,144,350	\$969,427
<b>Total</b>	<b>\$810,458,700</b>	<b>\$13,799,770</b>

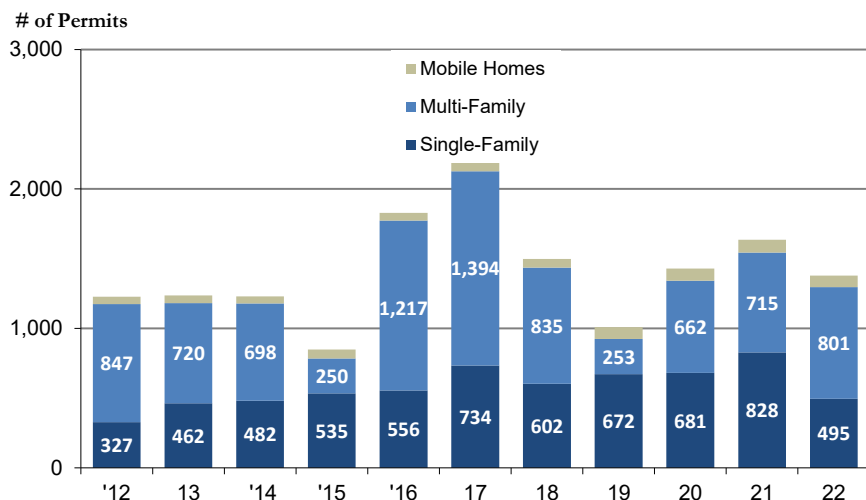
## Notes:

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

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

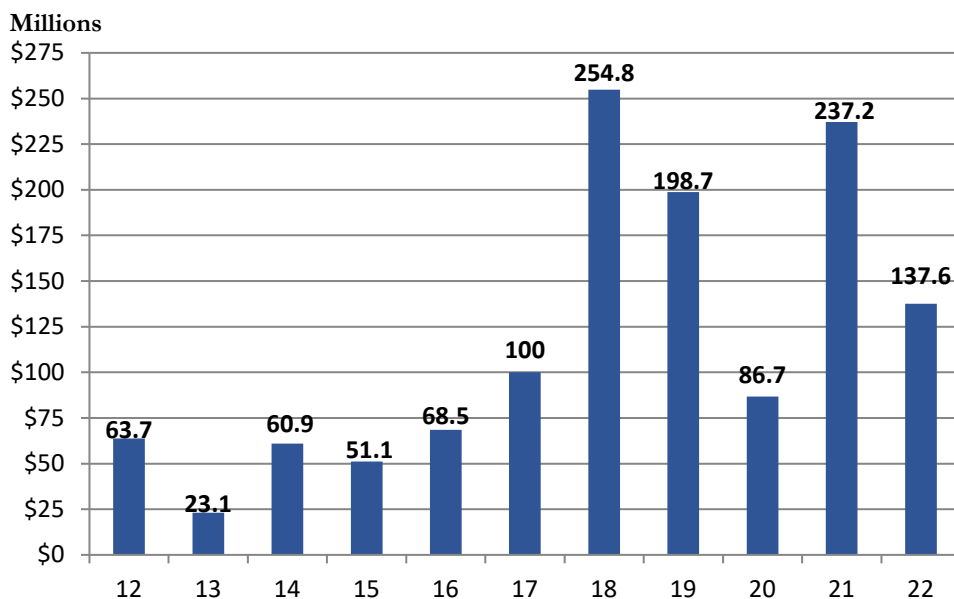
# »» Community Economic Profile

## Residential Building Permits



Source: Tallahassee-Leon County Office of Economic Vitality, 2022 Statistical Digest.

## Value of Commercial Permits



Source: Tallahassee-Leon County Office of Economic Vitality, 2022 Statistical Digest.

Since 2012, 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. The effects of the COVID-19 pandemic drove mortgage rates to record lows which allowed additional buyers to enter the home buying market. The significant decline in single-family permits is attributed to the stabilization of growth in permitting activity following the low interest rate environment enacted to combat the impacts of COVID on the economy. Due to high inflation the Federal Reserve began increasing interest rates in 2022. These higher interest rates, which affect borrowing costs, have slowed the new home construction market.

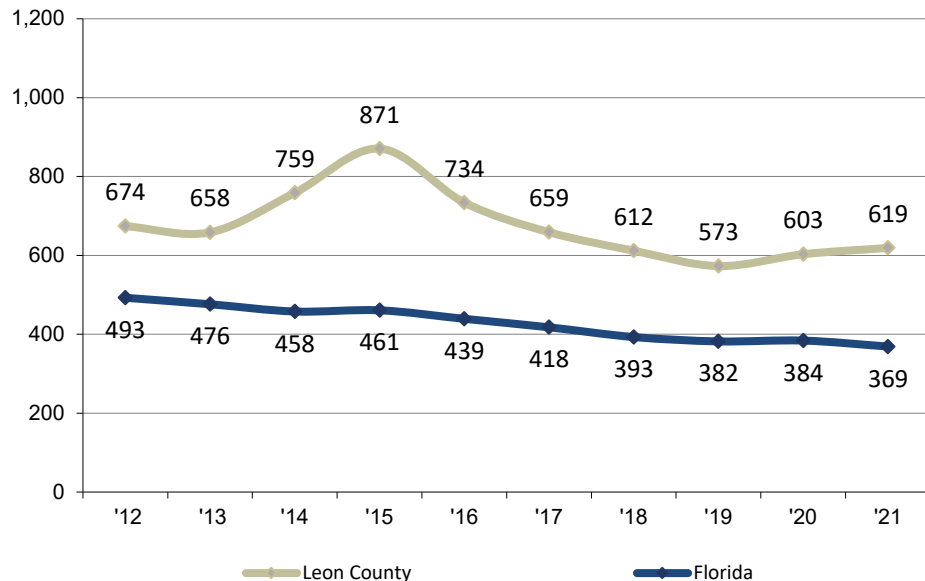
Note: Multi-Family permitting is based on a per bed/unit number.

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 was 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. The 2022 value of commercial permits issued for new construction totaled \$137.6 million.

LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# »» Community Economic Profile

## Violent Crime Rate



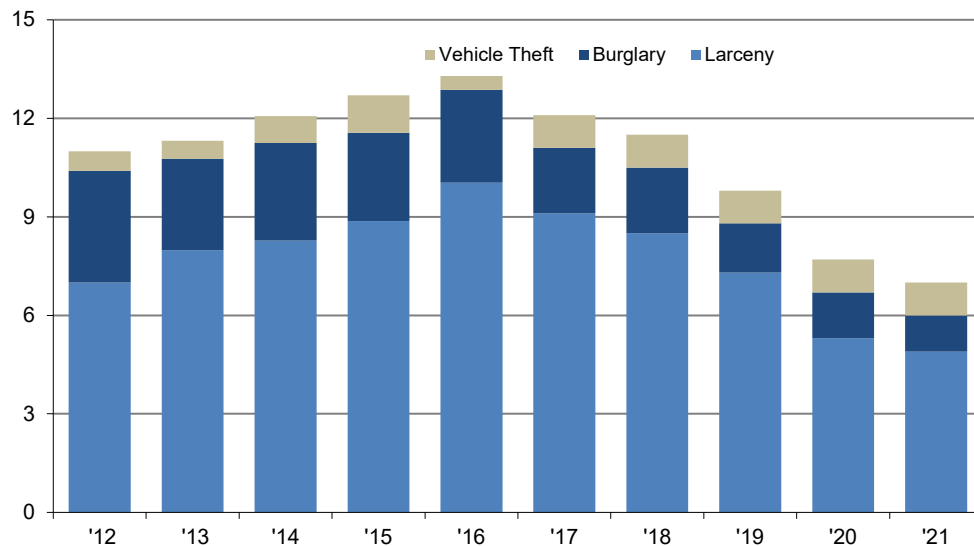
Violent Crime consists of murder, sex offenses, robbery, and aggravated assault. The 2020 rates saw a 5.2% increase from the 2019 index. The 2021 figure stands at 619 Violent Crimes per 100,000 residents, a 2.7% increase from 2020. However, even with the 2.7% increase over 2020, Leon County moved from 6<sup>th</sup> lowest to 3<sup>rd</sup> lowest in the state in per capita crime rate. The state Violent Crime Index saw a decrease of 4%.

\*2022 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 10,827 per year. Since 2016 Leon County has continued to see a decrease in property crimes with a 6.63% decrease in the Property Crime Index between 2020 and 2021.

\*2022 numbers are unavailable

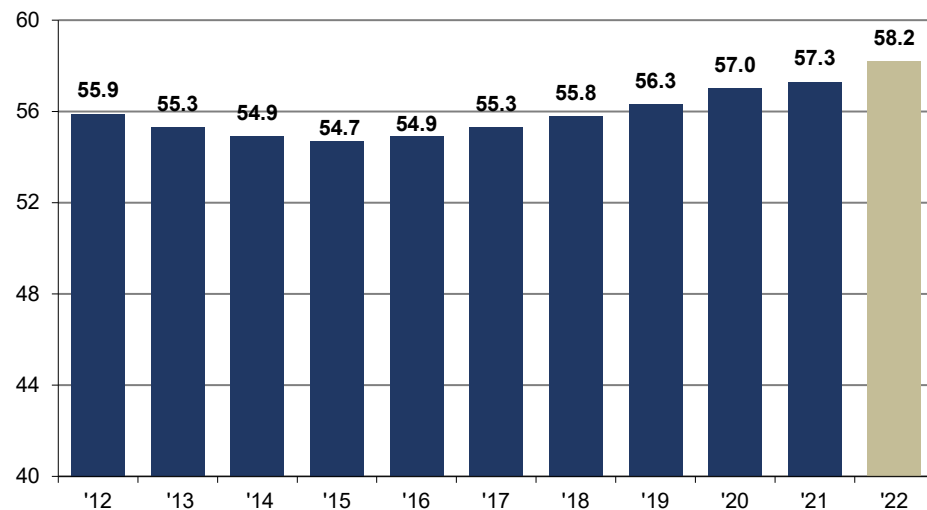
Source Tallahassee/Leon County Office of Economic Vitality/Florida Statistical Analysis Center, FDLE

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# »» Community Economic Profile

## Homestead Parcels

Thousands



Source: Property Appraiser, Official Tax Roll Certification

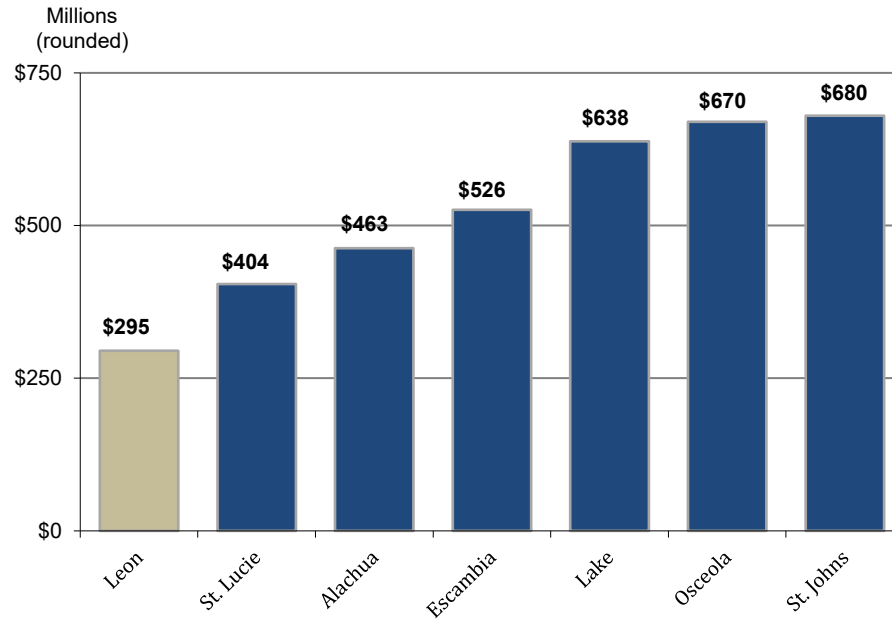
Continuing with the recession in 2010 and the recovery of a slumping economy, homestead parcels declined to 54,745 in 2015. Since 2016 homestead parcels have gradually increased and are at the highest level since the “Great Recession”. The economic impact of the COVID-19 pandemic drove mortgage rates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



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Comparative Data – Like-Sized Counties

## Total Net Budget (FY23)

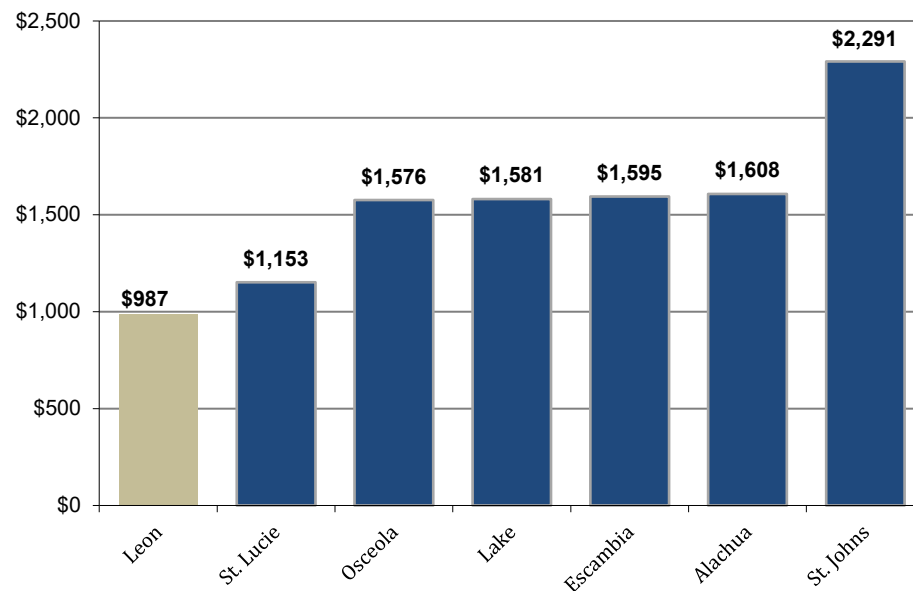


Leon County has the lowest operating budget among like-sized counties, with a net budget of \$295 million. St. Lucie County's net budget is 37% higher than Leon County's.

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

Source: FY 2023 Leon County Office of Management and Budget Survey

## Net Budget per Countywide Resident (FY23)



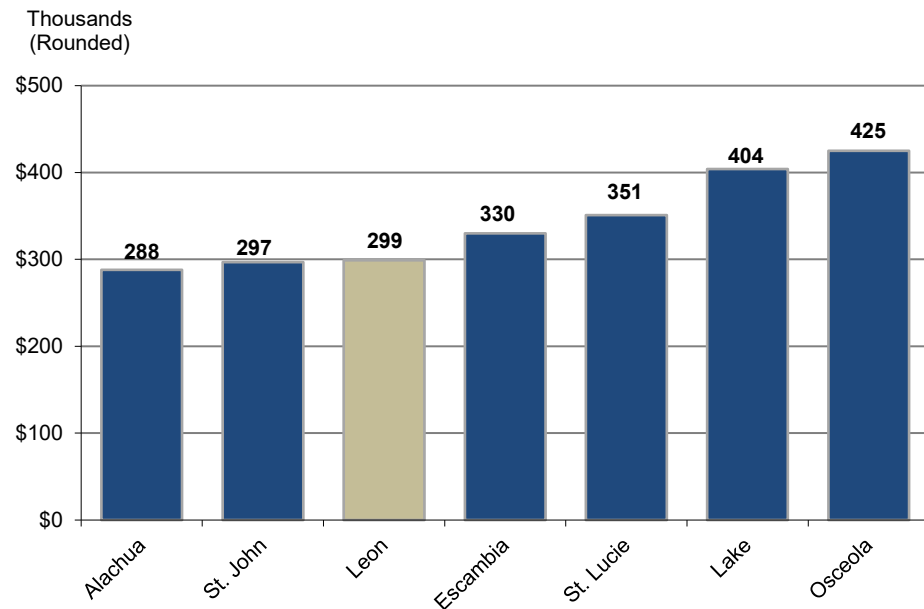
Leon County spends the least dollars per county resident of all like-sized counties. The next closest County's net budget per capita is 17% higher than Leon County's (St. Lucie County). St. Johns County spends more than two times the amount per resident than Leon County does.

Source: Florida Office of Economic & Demographic Research, 4/1/2023 & FY 2023 Leon County Office of Management and Budget Survey

LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Comparative Data – Like-Sized Counties

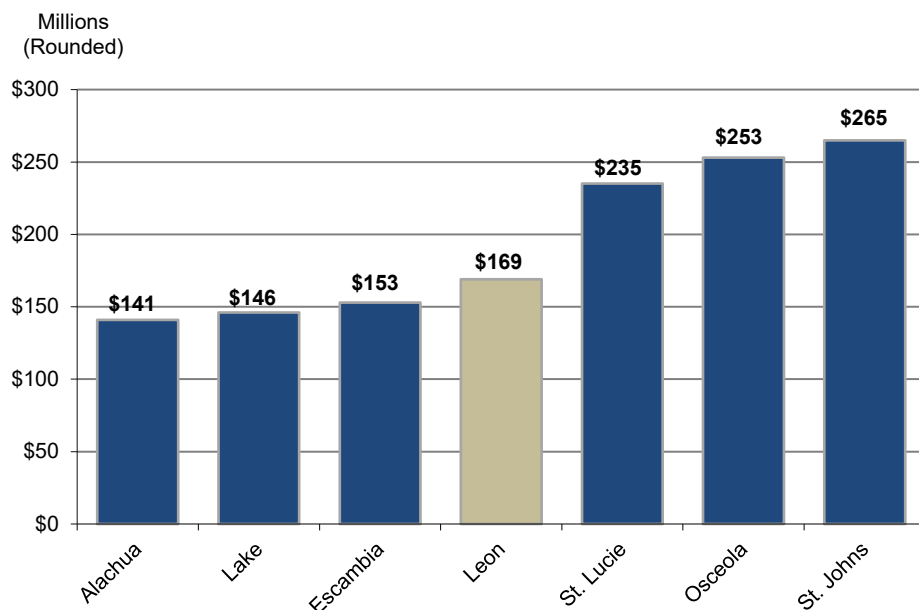
## Countywide Population (2022)



Leon County Office of Economic Vitality estimated Leon County 2022 population at 299,130 residents. The selection of comparative counties is largely based on population served.

Source: Office of Economic Vitality, 5/1/2023

## Anticipated Ad Valorem Tax Collections (FY23)



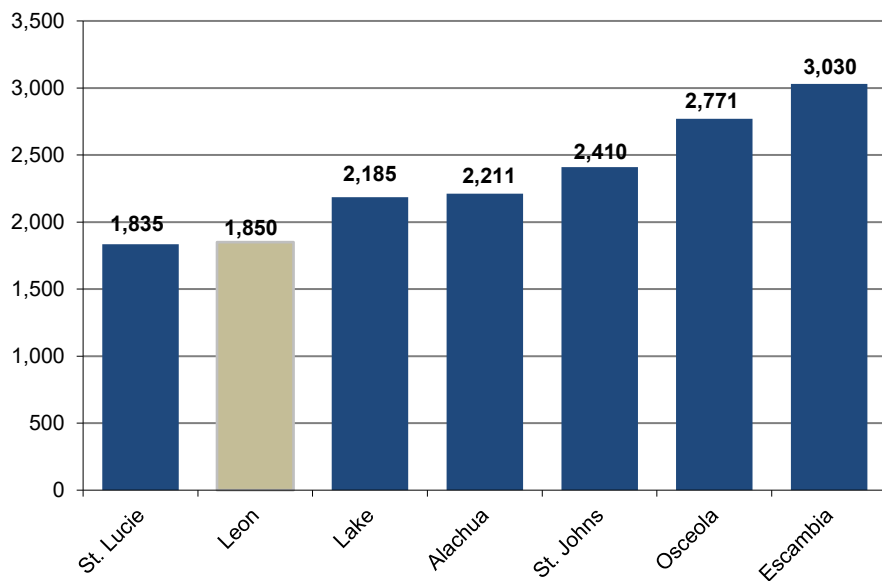
Among the like-sized counties, Leon County collects \$169 million in ad valorem taxes. Leon County collects \$25 million less than the mean collection (\$194 million). In addition, increased property valuations associated with a favorable market will further affect collections in the near term. Ad valorem taxes account for 50% of the County’s operating revenue.

Source: Florida Department of Revenue 2022 Taxable Value by County

LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Comparative Data – Like-Sized Counties

**Total Number of County Employees (FY23)**

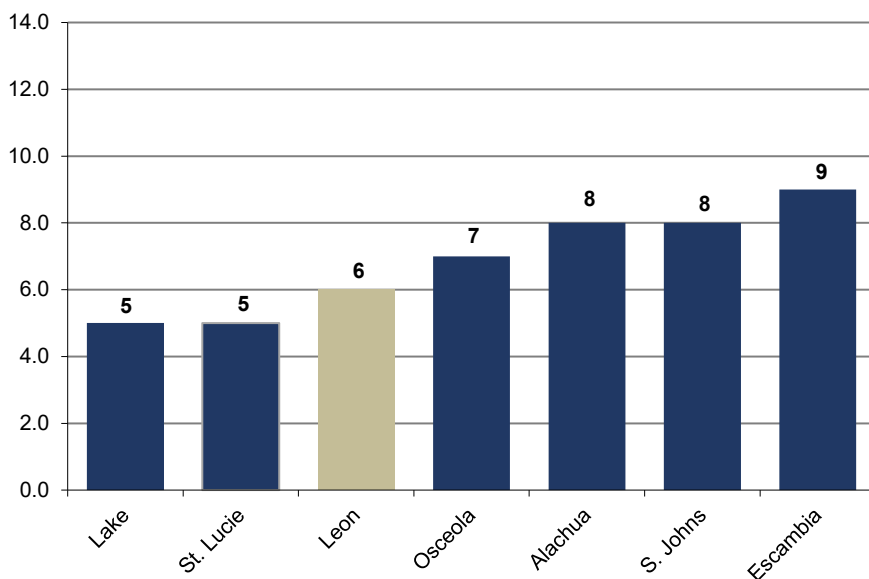


County employees consist of Board, Constitutional, and Judicial Offices. Leon County continues to rank the second lowest number of county employees among like-size counties.

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

Source: FY 2023 Leon County Office of Management and Budget Survey

**County Employees per 1,000 Residents (FY23)**



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

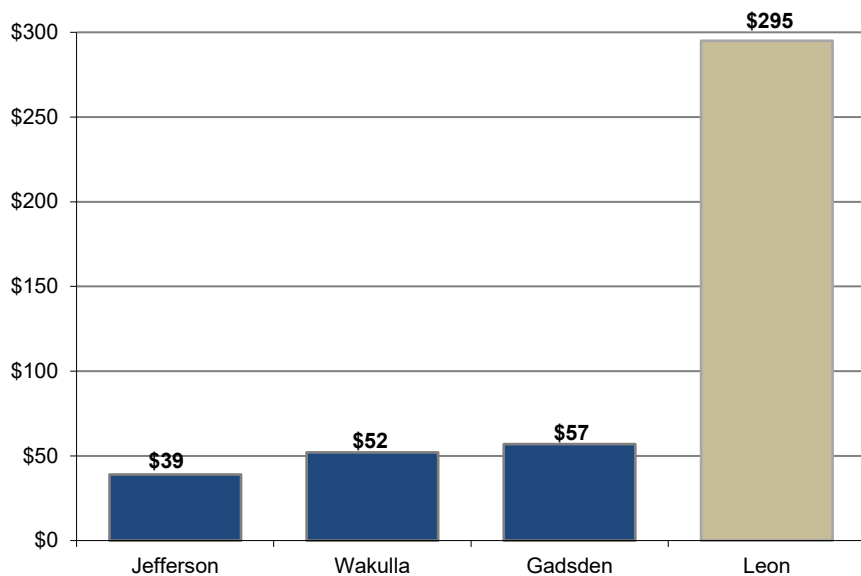
Source: University of Florida, Bureau of Economic and Business Research & FY 2023 Leon County Office of Management and Budget Survey

\* Comparative Counties updated based on 2022 population estimates. Source: University of Florida, Bureau of Economic and Business Research.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Comparative Data – Surrounding Counties

## Total Net Budget (FY23) Millions

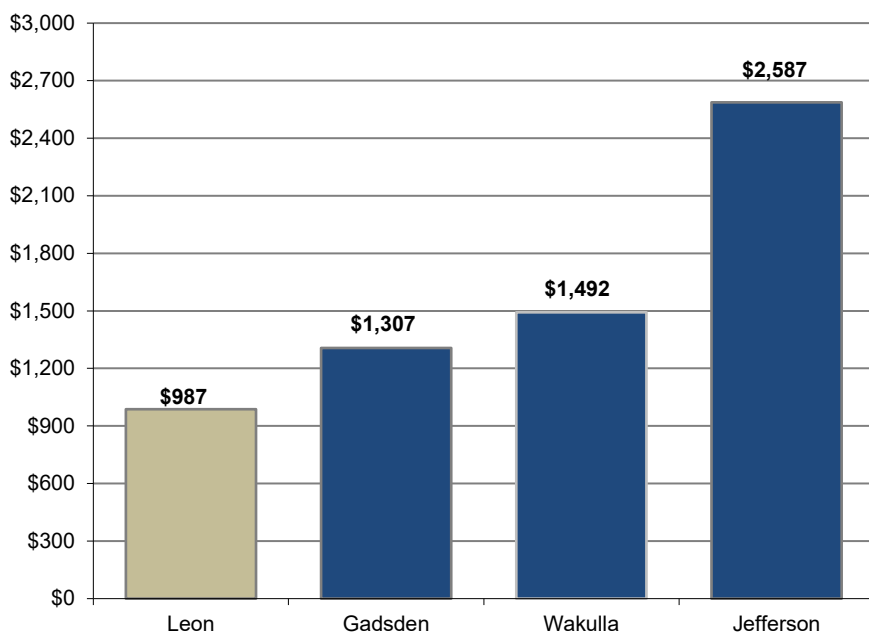


Among surrounding counties, Leon County has the highest operating budget with a net budget of \$295 million. Jefferson County has the lowest with a net budget of \$39 million.

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

Source: FY 2023 Leon County Office of Management and Budget Survey

## Net Budget Per Countywide Resident (FY23)



Leon County is the lowest for dollars spent per county resident when compared to surrounding counties. Gadsden County spends 32% more per county resident.

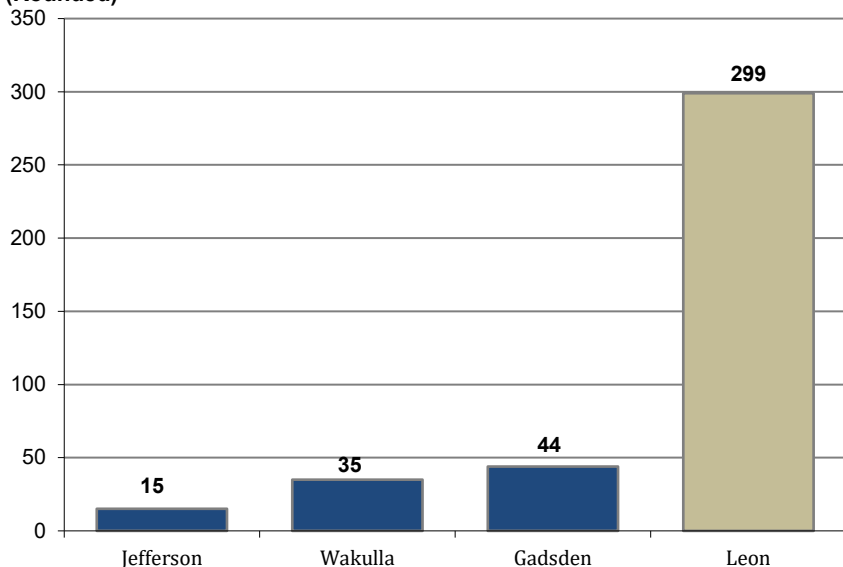
Source: University of Florida: Bureau of Economic and Business Research & FY 2023 Leon County Office of Management and Budget Survey

LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Comparative Data – Surrounding Counties

## Countywide Population (2022)

Thousands  
(Rounded)

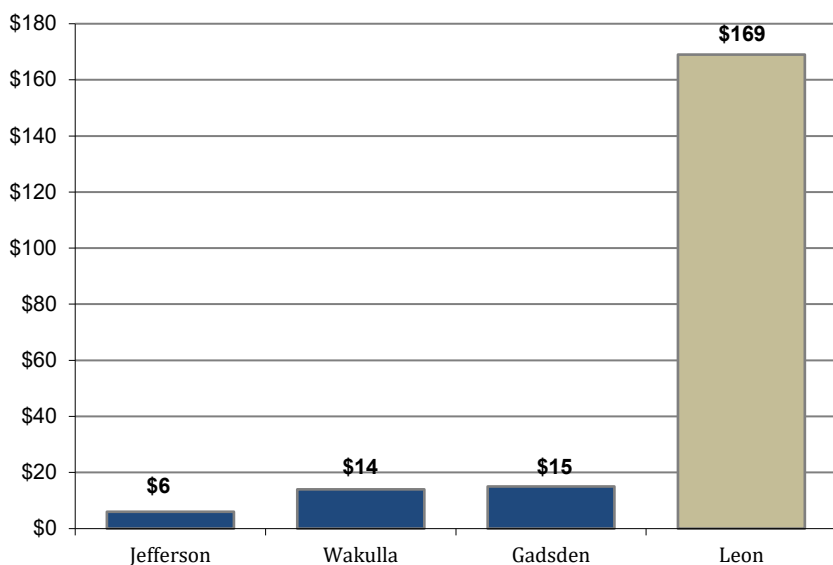


The University of Florida Bureau of Economic and Business Research estimated the 2022 Leon County population at 299,130. Leon County has 255,163 more residents than neighboring Gadsden County which has the next highest population. Of the surrounding counties, Wakulla has the highest projected population growth rate since the 2020 census at 4.16% compared to Gadsden (0.32%), Leon (2.37%), and Jefferson (2.85%).

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

## Anticipated Ad Valorem Tax Collections (FY23)

Millions



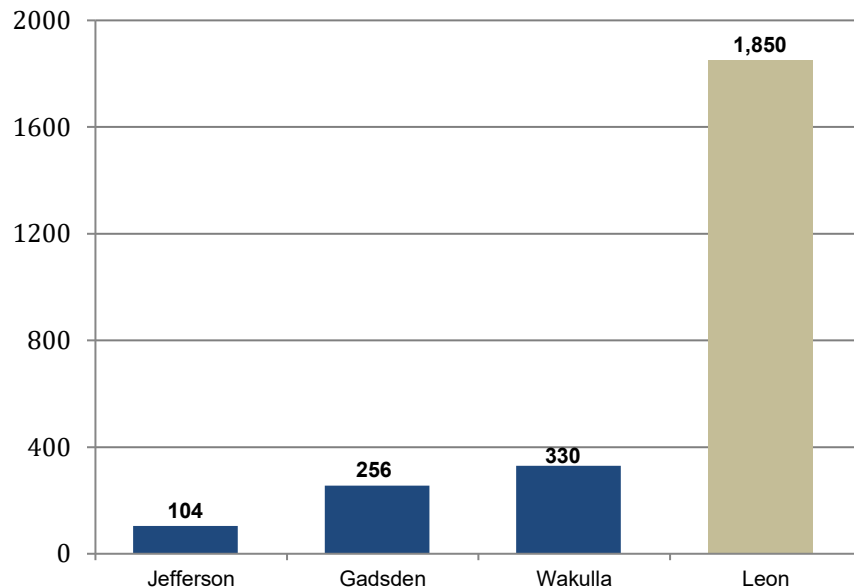
Among the surrounding counties, Leon County collects the highest amount of ad valorem taxes.

Source: Florida Department of Revenue 2022 Taxable Value by County

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Comparative Data – Surrounding Counties

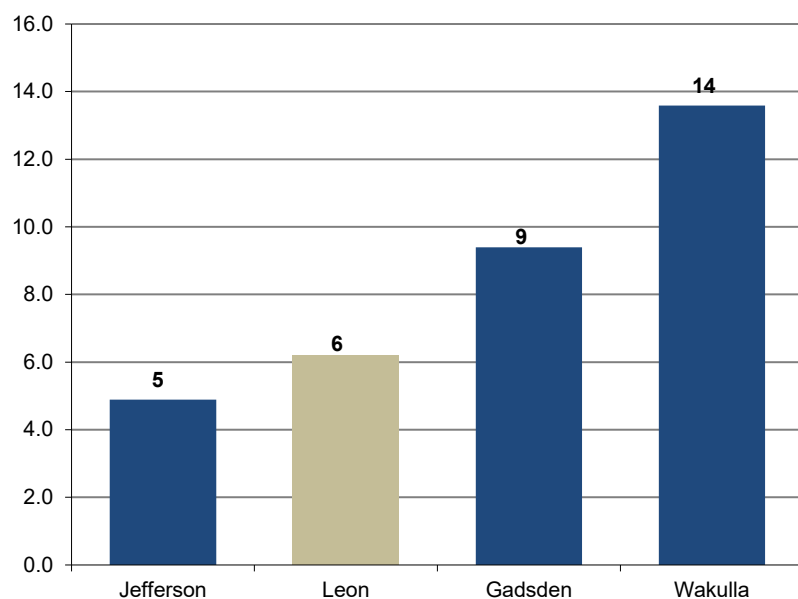
## Total Number of County Employees (FY23)



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

Source: FY 2023 Leon County Office of Management and Budget Survey

## Total County Employees per 1,000 Residents (FY23)



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 2023 Leon County Office of Management and Budget Survey

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Comparative Data – All Counties

## Net Budget per Countywide Resident

County	Net Budget Per Capita	Staff Per 1,000
Lee	\$811	4.64
Santa Rosa	\$913	6.01
Hamilton	\$931	12.62
<b>Leon</b>	<b>\$987</b>	<b>6.18</b>
Union	\$1,063	7.33
Glades	\$1,074	11.33
Seminole	\$1,117	6.70
Manatee	\$1,127	9.16
St. Lucie	\$1,153	5.24
Pinellas	\$1,196	5.39
Highlands	\$1,235	9.65
Citrus	\$1,270	7.95
Polk	\$1,298	6.11
Madison	\$1,306	10.36
Gadsden	\$1,307	9.39
Orange	\$1,338	13.13
Brevard	\$1,351	7.15
Levy	\$1,353	14.52
Okaloosa	\$1,355	7.53
Holmes	\$1,450	4.04
Marion	\$1,451	7.69
Sumter	\$1,479	5.74
Wakulla	\$1,492	13.59
Clay	\$1,530	7.89
Suwannee	\$1,546	10.88
Osceola	\$1,576	6.52
Lake	\$1,581	5.41
Escambia	\$1,595	9.19
Alachua	\$1,608	7.68
Desoto	\$1,678	10.56
Bradford	\$1,764	15.44
Flagler	\$1,787	7.24
Hardee	\$1,791	13.94

County	Net Budget Per Capita	Staff Per 1,000
Volusia	\$1,848	4.07
Baker	\$1,854	8.07
Pasco	\$1,860	9.16
Lafayette	\$1,894	11.14
Duval	\$1,929	7.61
Nassau	\$1,958	9.67
Palm Beach	\$1,968	8.05
Columbia	\$2,006	7.96
Hendry	\$2,015	10.61
Jackson	\$2,016	8.74
Hillsborough	\$2,046	6.69
Indian River	\$2,048	9.63
Calhoun	\$2,181	9.61
Sarasota	\$2,261	8.49
St. Johns	\$2,291	8.35
Bay	\$2,294	10.27
Okeechobee	\$2,359	11.88
Taylor	\$2,416	9.73
Miami-Dade	\$2,436	10.90
Monroe	\$2,482	15.98
Broward	\$2,487	6.56
Charlotte	\$2,525	11.85
Jefferson	\$2,587	4.89
Gulf	\$2,619	14.43
Walton	\$3,108	16.27
Gilchrist	\$3,150	10.77
Putnam	\$3,160	9.14
Martin	\$3,270	11.46
Hernando	\$3,323	4.18
Collier	\$3,374	10.58
Dixie	\$3,853	12.89
Washington	\$5,203	8.52
Liberty	\$5,450	16.89
Franklin	\$6,611	14.73

## Notes:

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

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Comparative Data – All Counties

## Percent of Exempt Property

County	% Exempt	Net Budget Per Capita	Staff Per 1,000
Walton	8%	\$3,108	16.27
Collier	9%	\$3,374	10.58
Martin	13%	\$3,270	11.46
Palm Beach	13%	\$1,968	8.05
Manatee	13%	\$1,127	9.16
Marion	14%	\$1,451	7.69
Miami-Dade	14%	\$2,436	10.90
St. Johns	14%	\$2,291	8.35
Monroe	15%	\$2,482	15.98
Lee	15%	\$811	4.64
Santa Rosa	15%	\$913	6.01
Indian River	16%	\$2,048	9.63
St. Lucie	16%	\$1,153	5.24
Broward	16%	\$2,487	6.56
Sumter	16%	\$1,479	5.74
Nassau	18%	\$1,958	9.67
Okaloosa	19%	\$1,355	7.53
Charlotte	19%	\$2,525	11.85
Pinellas	19%	\$1,196	5.39
Osceola	19%	\$1,576	6.52
Hardee	19%	\$1,791	13.94
Bay	19%	\$2,294	10.27
Orange	20%	\$1,338	13.13
Hamilton	20%	\$931	12.62
Hillsborough	20%	\$2,046	6.69
Polk	21%	\$1,298	6.11
Lake	21%	\$1,581	5.41
Flagler	21%	\$1,787	7.24
Taylor	22%	\$2,416	9.73
Pasco	22%	\$1,860	9.16
Sarasota	22%	\$2,261	8.49
Franklin	22%	\$6,611	14.73
Volusia	23%	\$1,848	4.07
Suwannee	23%	\$1,546	10.88

County	% Exempt	Net Budget Per Capita	Staff Per 1,000
Gulf	24%	\$2,619	14.43
Citrus	24%	\$1,270	7.95
Duval	25%	\$1,929	7.61
Putnam	25%	\$3,160	9.14
Seminole	25%	\$1,117	6.70
Desoto	26%	\$1,678	10.56
Madison	26%	\$1,306	10.36
Gilchrist	26%	\$3,150	10.77
Clay	26%	\$1,530	7.89
Highlands	27%	\$1,235	9.65
Bradford	27%	\$1,764	15.44
Levy	28%	\$1,353	14.52
Hernando	28%	\$3,323	4.18
Calhoun	29%	\$2,181	9.61
Escambia	29%	\$1,595	9.19
Brevard	30%	\$1,351	7.15
Washington	30%	\$5,203	8.52
Columbia	30%	\$2,006	7.96
Jefferson	31%	\$2,587	4.89
Okeechobee	33%	\$2,359	11.88
<b>Leon</b>	<b>33%</b>	<b>\$987</b>	<b>6.18</b>
Jackson	34%	\$2,016	8.74
Dixie	34%	\$3,853	12.89
Baker	34%	\$1,854	8.07
Hendry	35%	\$2,015	10.61
Gadsden	35%	\$1,307	9.39
Wakulla	35%	\$1,492	13.59
Lafayette	36%	\$1,894	11.14
Alachua	38%	\$1,608	7.68
Holmes	40%	\$1,450	4.04
Union	45%	\$1,063	7.33
Glades	52%	\$1,074	11.33
Liberty	56%	\$5,450	16.89

Note:

The following counties were non-responsive to survey requests: Duval, Flagler, Franklin, Glades, Jefferson, Liberty, Martin, Putnam, St. Johns, and Volusia



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Comparative Data – All Counties

## Total County Employees per 1,000 Residents

County	Staff Per 1,000	Total FTE positions	Population
Holmes	4.04	80	19,784
Volusia	4.07	2,328.65	572,815
Hernando	4.18	832	199,207
Lee	4.64	3,724	802,178
Jefferson	4.89	73	14,923
St. Lucie	5.24	1,835	350,518
Pinellas	5.39	5,242	972,852
Lake	5.41	2,185	403,857
Sumter	5.74	812	141,420
Santa Rosa	6.01	1,182	196,834
Polk	6.11	4,705	770,019
<b>Leon</b>	<b>6.18</b>	<b>1,850</b>	<b>299,130</b>
Osceola	6.52	2,771	424,946
Broward	6.56	12,922	1,969,099
Hillsborough	6.69	10,178	1,520,529
Seminole	6.70	3,243	484,054
Brevard	7.15	4,487	627,544
Flagler	7.24	899.33	124,202
Union	7.33	114	15,550
Okaloosa	7.53	1,624	215,751
Duval	7.61	7,868	1,033,533
Alachua	7.68	2,211	287,872
Marion	7.69	3,016	391,983
Clay	7.89	1,779	225,553
Citrus	7.95	1,256	158,009
Columbia	7.96	569	71,525
Palm Beach	8.05	12,223	1,518,152
Baker	8.07	225	27,881
St. Johns	8.35	2,480	296,919
Sarasota	8.49	3,839	452,378
Washington	8.52	217	25,461
Jackson	8.74	423	48,395
Putnam	9.14	679	74,249

County	Staff Per 1,000	Total FTE positions	Population
Pasco	9.16	5,428	592,669
Manatee	9.16	3,864	421,768
Escambia	9.19	3,030	329,583
Gadsden	9.39	413	43,967
Calhoun	9.61	132	13,740
Indian River	9.63	1,594	165,559
Highlands	9.65	995	103,102
Nassau	9.67	926	95,809
Taylor	9.73	208	21,375
Bay	10.27	1,889	184,002
Madison	10.36	191	18,438
Desoto	10.56	367	34,748
Collier	10.58	4,137	390,912
Hendry	10.61	431	40,633
Gilchrist	10.77	203	18,841
Suwannee	10.88	486	44,688
Miami-Dade	10.90	30,050	2,757,592
Lafayette	11.14	87	7,808
Glades	11.33	139	12,273
Martin	11.46	1,852	161,655
Charlotte	11.85	2,331	196,742
Okeechobee	11.88	468	39,385
Hamilton	12.62	169	13,395
Dixie	12.89	219	16,988
Orange	13.13	19,454	1,481,321
Wakulla	13.59	478	35,169
Hardee	13.94	356	25,544
Gulf	14.43	230	15,938
Levy	14.52	643	44,288
Franklin	14.73	187.5	12,729
Bradford	15.44	417	27,013
Monroe	15.98	1,341.64	83,961
Walton	16.27	1,294	79,544
Liberty	16.89	132.28	7,831

Note:

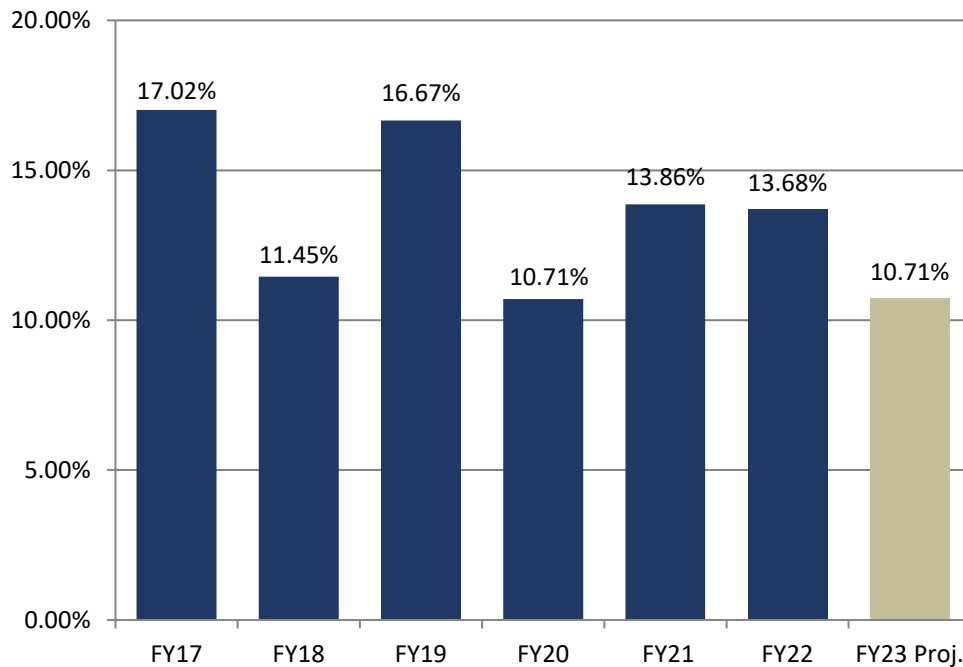
The following counties were non-responsive to survey requests: Duval, Flagler, Franklin, Glades, Jefferson, Liberty, Martin, Putnam, St. Johns, and Volusia

## LEON COUNTY FISCAL YEAR 2024 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 and FEMA reimbursement revenues, which include CARES and ARPA funding, are reflected in the increase for FY 2022. Intergovernmental revenue is expected to account for 10.71% of operating revenues in FY 2023.

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

Source: FY 2023 Budget Summary

**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.

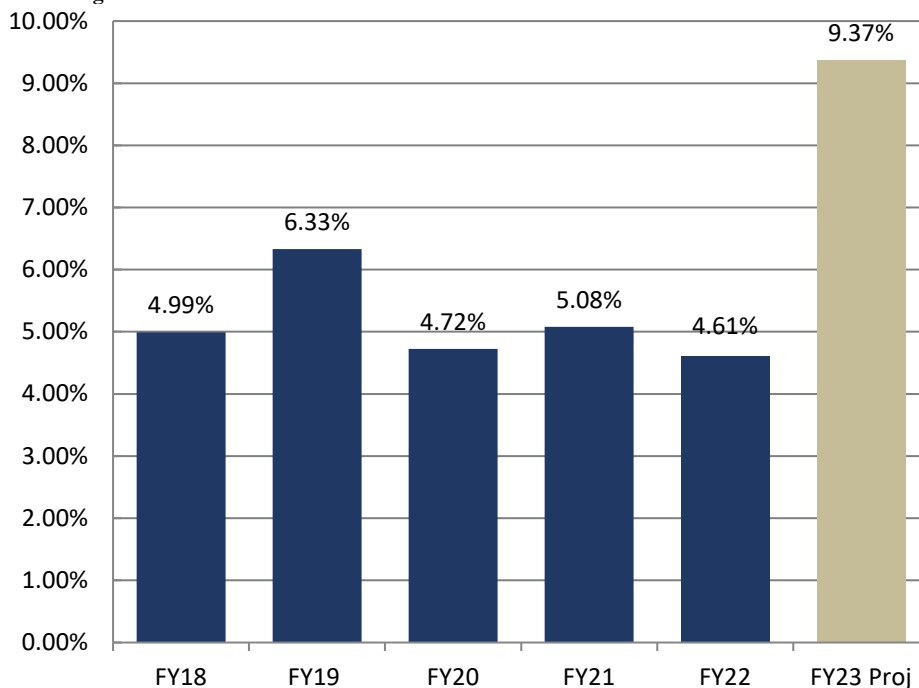
The Board maintained the 8.3144 millage rate through FY 2023. However, property tax revenue increased by 9.37% or \$12,652,336 in FY 2023.

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

Source: The 2022 Revised Recapitulation of the Ad Valorem Assessment Roll, 2022 Certification of Final Taxable Value and Statistical Digest.

## Property Tax Revenue

Rate of Change

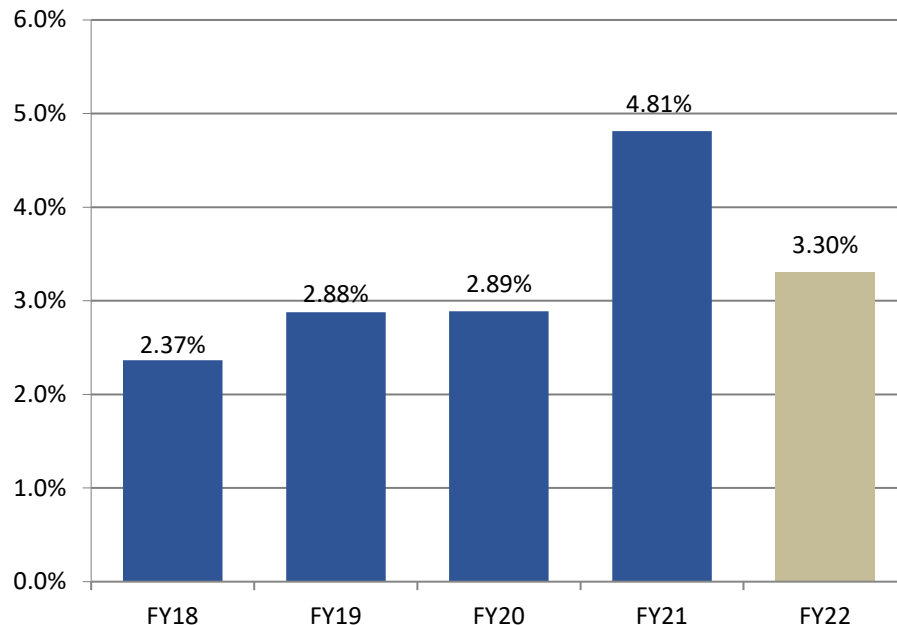


## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» 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 2022 Revenue Summary Report and FY 2023 Budget Summary.

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

The decline from FY 2018 to 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.

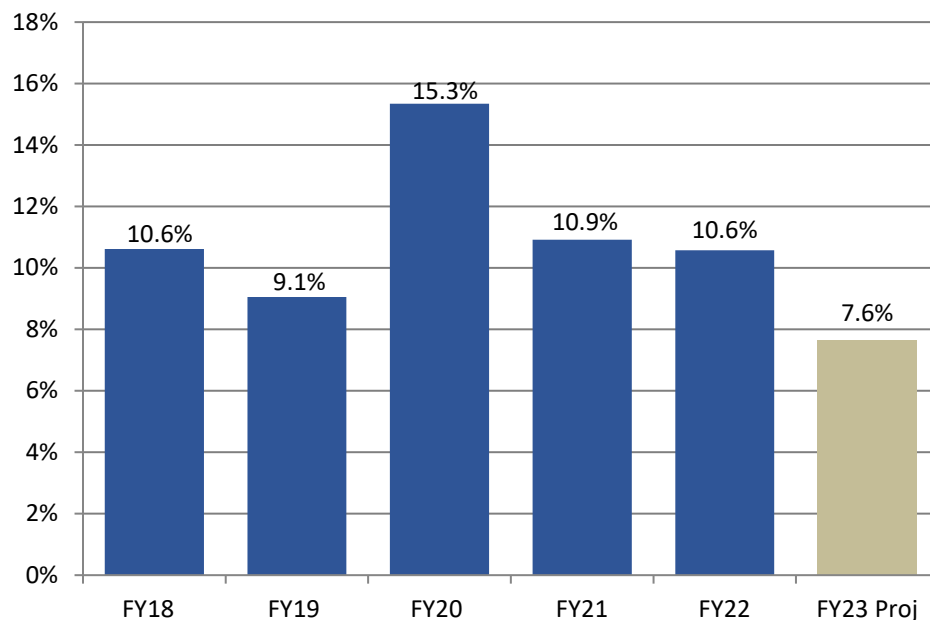
The FY 2023 projection is based upon what has been budgeted for the current fiscal year and does not include funds appropriated in previous fiscal years that have been carried forward to provide continued project funding.

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

Source: FY 2022 Expenditure Summary Report and FY 2023 Budget Summary.

## Capital Outlay

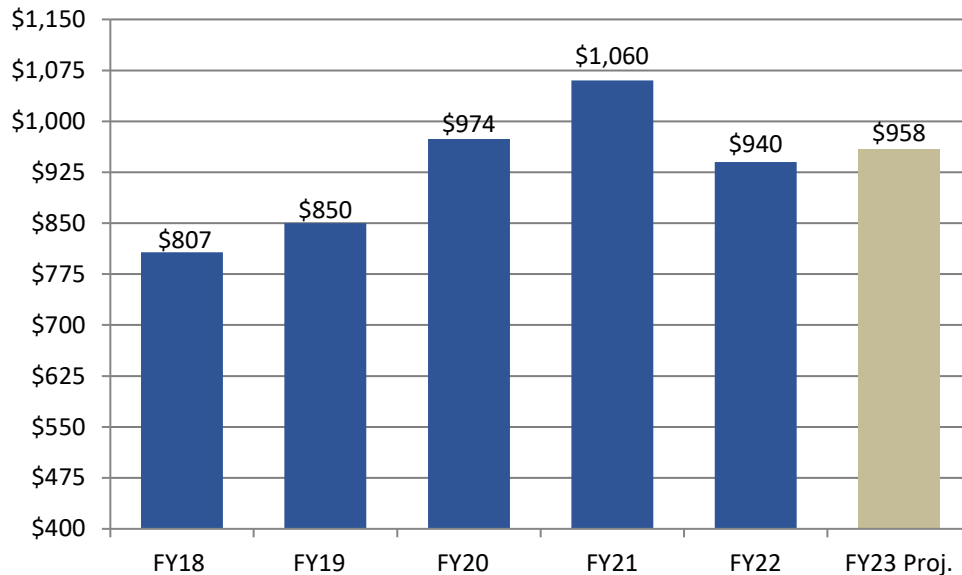
Percentage of Total Expenditures



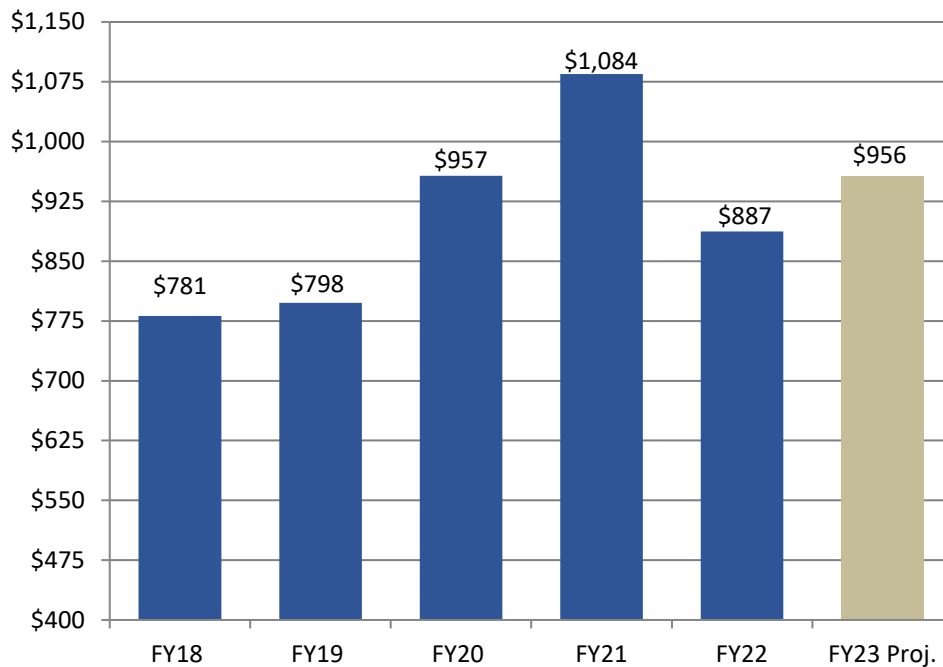
## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» 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. 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, including \$57 million from the American Recovery Plan Act (ARPA) funds and \$19.7 million for the Emergency Rental Assistance (ERA) programs. The FY 2023 projection is reflective of the county returning to its normal revenue with no additional federal funding.

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

Source: FY 2022 Revenue Summary Report and the FY 2023 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 2023 projection is reflective of the county returning to its normal expenditures with no additional federal funding.

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

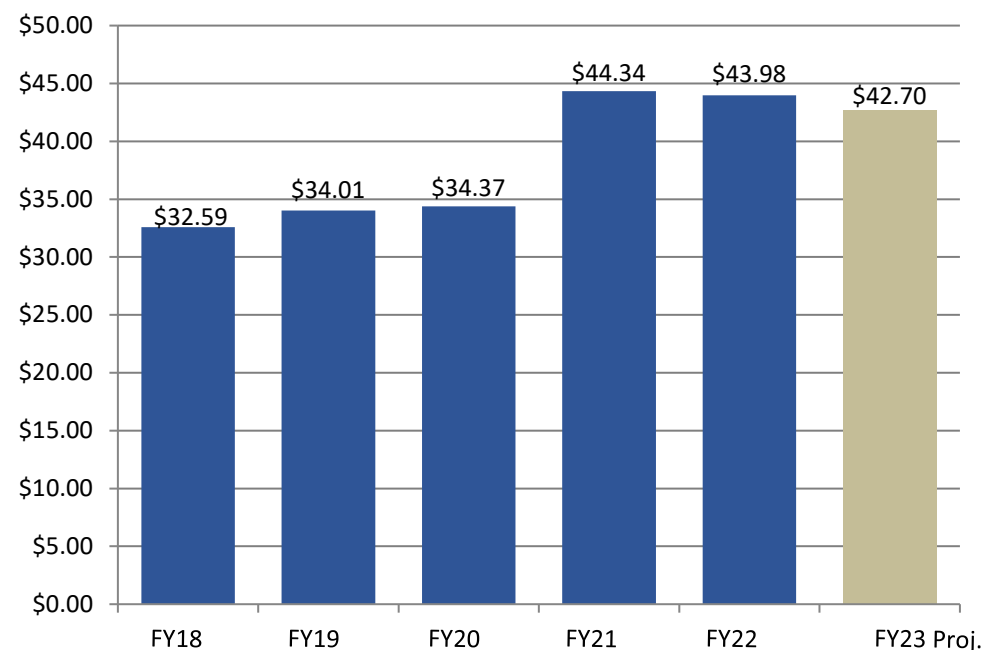
Source: FY 2022 Expenditure Summary Report, Office of Economic Vitality, and FY 2023 TRIM Ad and the FY 2023 Budget Summary.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Financial Indicators

## General/Fine &amp; Forfeiture Fund Balance

Millions



**Analysis:** 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 2021 is \$44.34 million and the year ending fund balance for FY 2022 is \$43.98 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. \$2.1 million of the remaining ARPA revenue loss funding was appropriated in FY 2023 to support the capital improvement program. The FY 2023 estimated fund balance of \$42.70 million reflects 23% of FY 2023 operating expenditures.

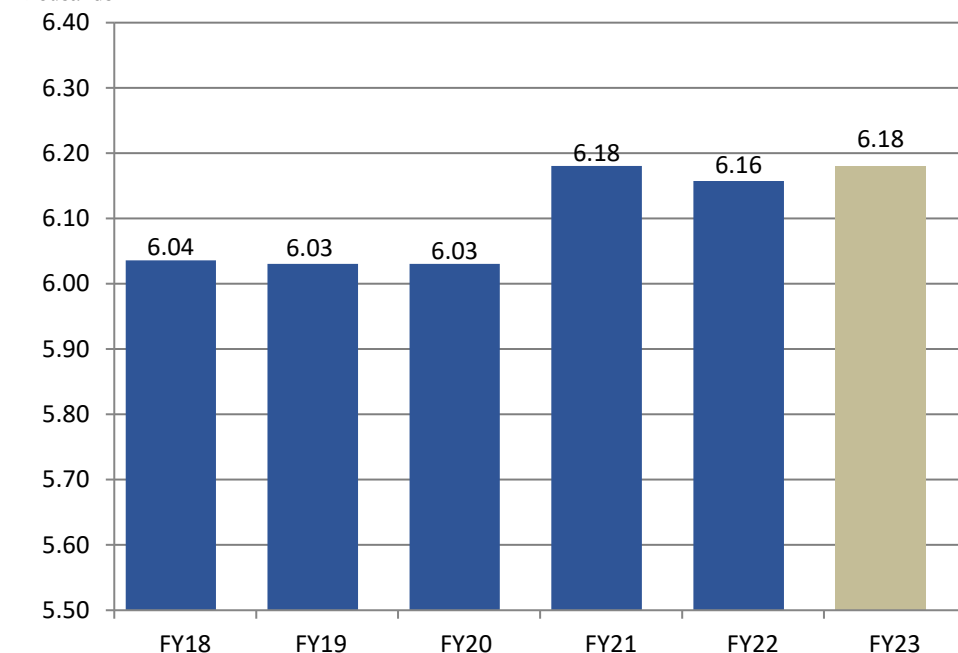
**Formula:** Prior year fund balance plus actual revenues minus actual expenditures.

Source: Summary of Fund Balance and Retained Earnings, FY 2022 Annual Performance & Financial Report.

## Employees Per Capita

Employees per 1,000 Leon County Residents

Thousands



**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.

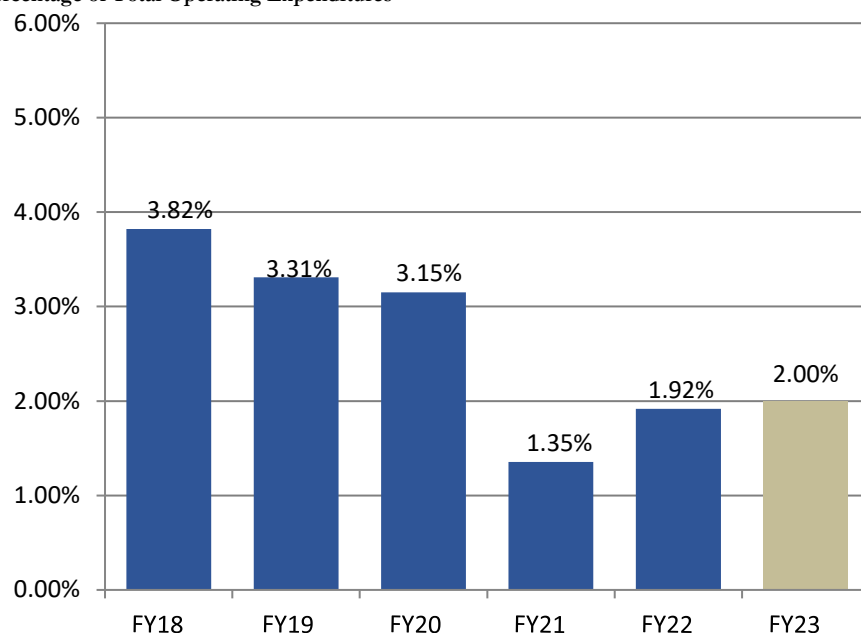
Source: FY22-23 Annual Budget Document and Tallahassee/Leon County Office of Economic Vitality

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Financial Indicators

**Debt Service**

Percentage of Total Operating Expenditures



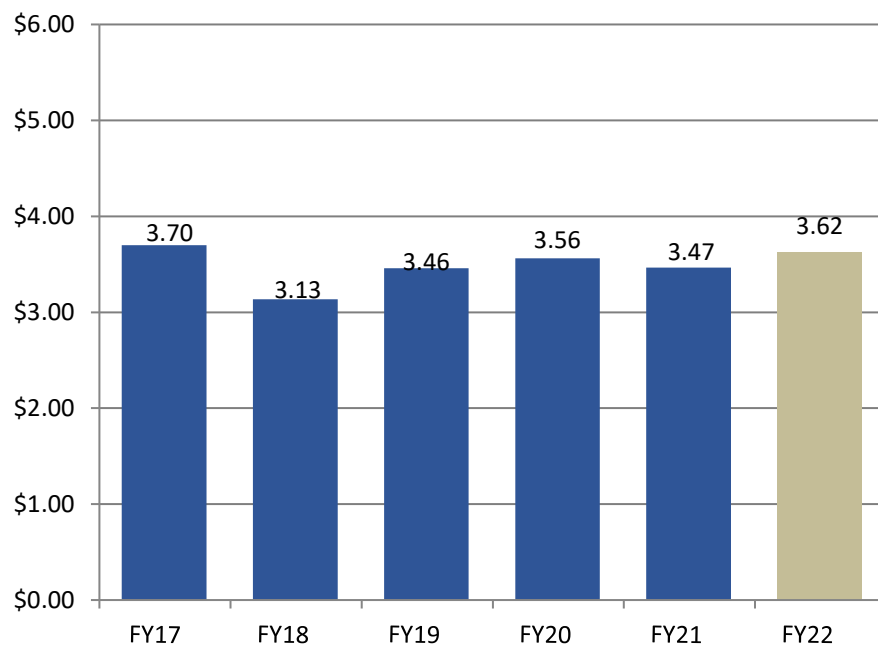
**Analysis:** Debt service is defined as the amount of principal and interest that a local government pays each year on net direct bonded long-term debt, plus the interest on direct short-term debt. Increasing debt service reduces expenditure flexibility by adding to the County's financial obligations. 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 2023 debt level is extremely low for a comparable county size.

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

Source: FY 2022 Expenditure Summary and the FY 2023 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 and ARPA funding due to the COVID-19 pandemic.

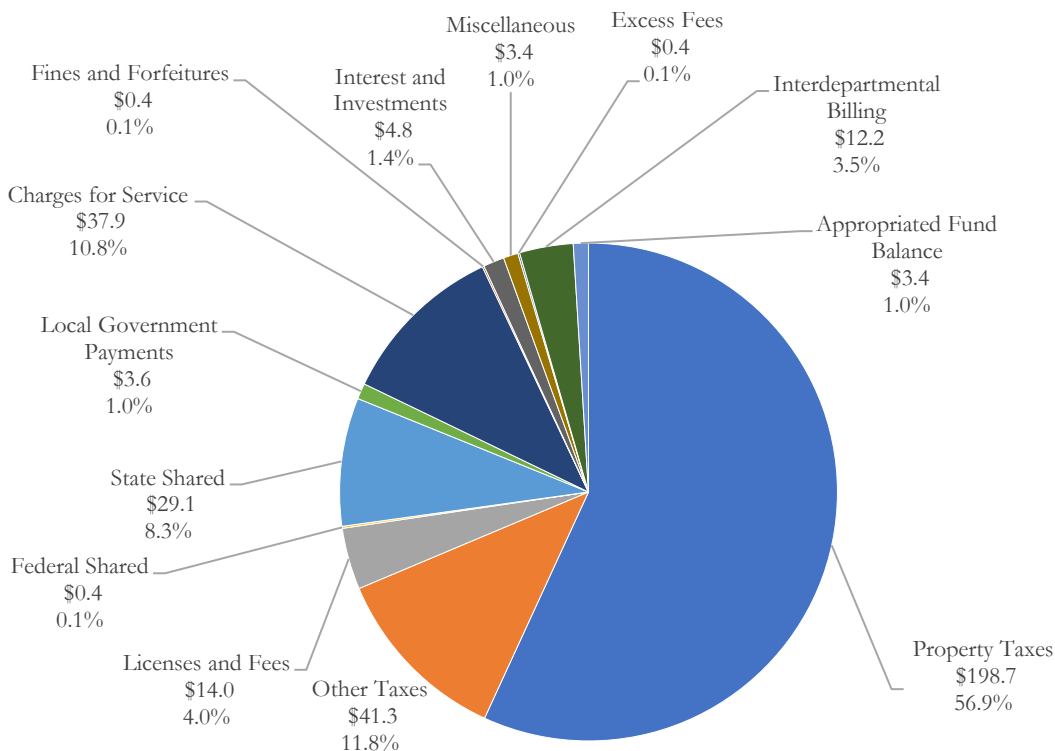
**Formula:** Cash and short-term investments divided by Current Liabilities

Source: FY 2022 Comprehensive Annual Financial Report

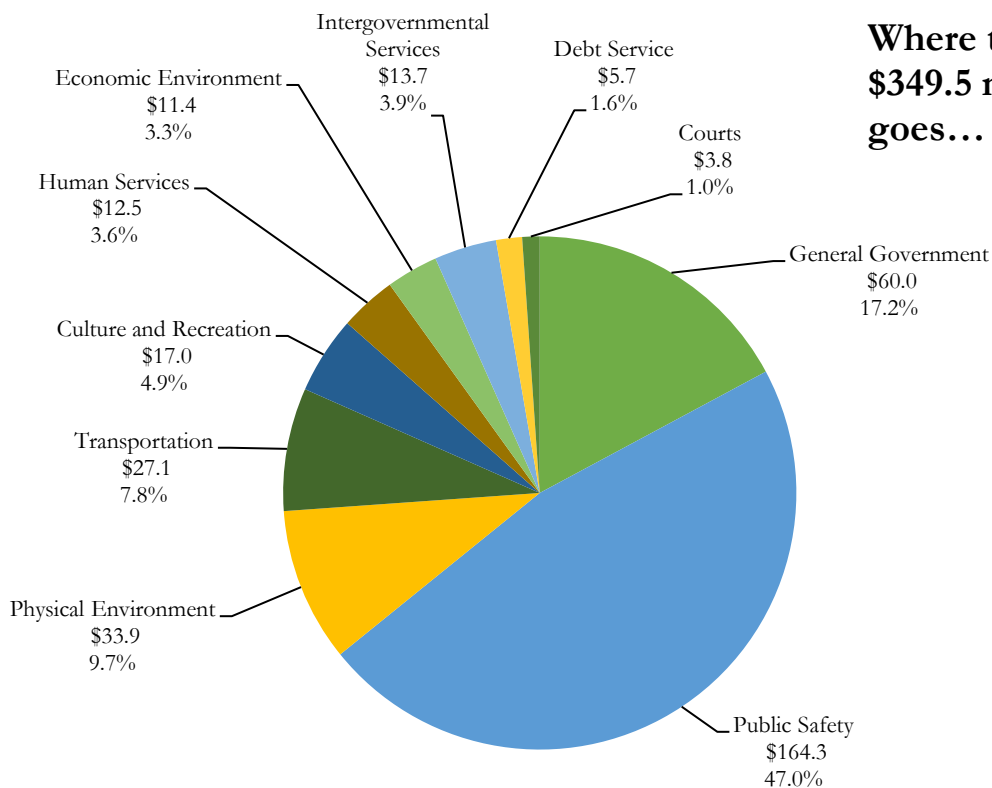
LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# »» Revenue & Expenditure Illustrations

Where the \$349.5 million comes from...



Where the \$349.5 million goes...



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Total Revenue By Source

	FY 2022 Actual	%	FY 2023 Adopted	%	FY 2024 Budget	%
<b>Property Taxes</b>						
Ad Valorem - General Fund	64,247,869		69,560,207		72,773,504	
Ad Valorem - Fine/Forfeiture Fund	91,949,509		99,289,507		109,367,368	
MSTU Ad Valorem	9,393,222		10,154,053		16,430,008	
Delinquent Taxes	91,818		128,250		118,750	
<b>Subtotal</b>	<b>165,682,418</b>	<b>47.7%</b>	<b>179,132,017</b>	<b>56.4%</b>	<b>198,689,630</b>	<b>56.9%</b>
<b>Other Taxes</b>						
Local Option Tourist Development Tax	7,728,849		6,603,428		8,151,201	
Local Option Gas Tax	8,059,763		7,833,320		7,921,480	
Sales Tax Extension	7,137,404		6,228,960		7,348,250	
Franchise Fee	443,916		317,775		424,672	
Public Service Taxes	8,641,985		9,436,980		9,466,503	
Local Communication Services Tax	2,711,460		2,599,200		2,812,950	
Non Ad Valorem Assessments	4,998,032		5,060,262		5,131,986	
Delinquent Assessments	6,035		0		0	
<b>Subtotal</b>	<b>39,727,444</b>	<b>11.4%</b>	<b>38,079,925</b>	<b>12.0%</b>	<b>41,257,042</b>	<b>11.8%</b>
<b>Licenses and Fees</b>						
Building Permits	4,033,133		2,105,200		1,718,550	
Fire Services Fees	8,860,673		8,636,730		11,056,423	
DSEM Fees	1,596,774		1,653,835		1,208,400	
<b>Subtotal</b>	<b>14,490,581</b>	<b>4.2%</b>	<b>12,395,765</b>	<b>3.9%</b>	<b>13,983,373</b>	<b>4.0%</b>
<b>Federal Shared</b>						
Federal Grants	32,887,569		149,742		144,133	
Federal Payments in Lieu of Taxes	318,272		296,400		305,710	
<b>Subtotal</b>	<b>33,205,841</b>	<b>9.6%</b>	<b>446,142</b>	<b>0.2%</b>	<b>449,843</b>	<b>0.1%</b>
<b>State Shared</b>						
State Grants	3,338,869		453,480		449,832	
State Revenue Sharing	8,158,338		6,451,450		7,011,000	
Local 1/2 Cent Sales Tax	15,415,389		14,803,850		15,652,200	
Other State Revenues	1,859,828		1,652,564		1,833,110	
State Shared Gas & Transportation Tax	4,252,148		4,010,330		4,168,790	
<b>Subtotal</b>	<b>33,024,573</b>	<b>9.5%</b>	<b>27,371,674</b>	<b>8.6%</b>	<b>29,114,932</b>	<b>8.3%</b>
<b>Local Government Payments</b>						
	<b>5,758,106</b>	<b>1.7%</b>	<b>3,594,184</b>	<b>1.1%</b>	<b>3,569,856</b>	<b>1.0%</b>
<b>Charges for Service</b>						
General Government	936,708		1,001,690		833,181	
Public Safety	15,109,646		14,647,520		16,470,044	
Tipping Fees	11,250,985		10,540,129		12,854,260	
Other Physical	4,807,407		4,361,601		4,392,532	
Transportation	553,932		500,620		382,257	
Economic Environment	237,110		1,006,449		1,205,109	
Cultural and Recreational	215,320		186,485		160,455	
Other Charges for Services	1,779,799		1,562,016		1,602,556	
<b>Subtotal</b>	<b>34,890,908</b>	<b>10.1%</b>	<b>33,806,510</b>	<b>10.6%</b>	<b>37,900,394</b>	<b>10.8%</b>
<b>Fines and Forfeitures</b>						
	<b>405,793</b>	<b>0.1%</b>	<b>377,055</b>	<b>0.1%</b>	<b>384,655</b>	<b>0.1%</b>
<b>Interest and Investments</b>						
	<b>-3,106,102</b>	<b>-0.9%</b>	<b>2,559,937</b>	<b>0.8%</b>	<b>4,753,994</b>	<b>1.4%</b>
<b>Miscellaneous</b>						
	<b>9,134,678</b>	<b>2.6%</b>	<b>1,971,374</b>	<b>0.6%</b>	<b>3,355,965</b>	<b>1.0%</b>
<b>Excess Fees</b>						
Clerk of Court	336,515		0		0	
Sheriff's Office	158,846		0		0	
Property Appraiser	159,386		0		0	
Tax Collector	832,992		300,000		400,000	
Supervisor of Elections	346,568		0		0	
<b>Subtotal</b>	<b>1,834,307</b>	<b>0.5%</b>	<b>300,000</b>	<b>0.1%</b>	<b>400,000</b>	<b>0.1%</b>
<b>Interdepartmental Billing</b>						
	<b>12,077,013</b>	<b>3.5%</b>	<b>10,523,500</b>	<b>3.3%</b>	<b>12,176,180</b>	<b>3.5%</b>
<b>Appropriated Fund Balance</b>						
	<b>0</b>	<b>0.0%</b>	<b>7,346,139</b>	<b>2.3%</b>	<b>3,417,493</b>	<b>1.0%</b>
<b>TOTAL</b>	<b>347,125,558</b>	<b>100%</b>	<b>317,904,222</b>	<b>100%</b>	<b>349,453,357</b>	<b>100%</b>



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Total Expenditures by Function

	FY 2022		FY 2023		FY 2024	
	Actual	%	Adopted	%	Budget	%
<b>General Government</b>						
Legislative	1,786,643		1,905,494		2,082,103	
Executive	1,206,852		1,379,506		1,938,101	
Property Appraiser	2,112,646		2,305,664		2,642,358	
Tax Collector	5,883,136		6,445,377		7,103,357	
Clerk - Finance Administration	5,419,104		5,980,519		6,060,004	
Financial & Administrative	13,084,439		14,734,681		15,801,805	
Legal Counsel	1,767,589		2,179,488		2,225,469	
Comprehensive Planning	1,739,482		1,678,241		1,757,803	
Other General Governmental Service	20,267,500		12,911,693		12,977,728	
Supervisor of Elections	5,217,811		4,728,975		7,385,218	
<b>Subtotal</b>	<b>58,485,202</b>	<b>18.1%</b>	<b>54,249,638</b>	<b>17.0%</b>	<b>59,973,946</b>	<b>17.2%</b>
<b>Public Safety</b>						
Law Enforcement	53,532,288		53,200,017		59,802,368	
Fire Control	10,461,012		10,603,967		11,402,224	
Detention And/or Correction	42,920,588		45,360,603		48,217,075	
Protective Inspections	2,422,545		3,011,683		3,138,505	
Emergency & Disaster Relief	6,933,909		1,681,208		1,924,550	
Ambulance & Rescue	25,613,440		26,708,482		31,436,455	
Medical Examiner	822,065		1,065,935		1,022,288	
Other Public Safety	5,408,790		5,919,231		7,335,733	
<b>Subtotal</b>	<b>148,114,636</b>	<b>46.1%</b>	<b>147,551,126</b>	<b>46.4%</b>	<b>164,279,198</b>	<b>47.0%</b>
<b>Physical Environment</b>						
Garbage/Solid Waste Control	14,978,524		14,412,925		17,953,245	
Sewer/Wastewater Services	1,632,477		232,500		239,906	
Conservation & Resource Management	4,370,299		5,240,135		5,562,740	
Flood Control	5,105,841		8,671,097		7,112,790	
Other Physical Environment	2,605,407		2,913,623		3,025,109	
<b>Subtotal</b>	<b>28,692,549</b>	<b>8.9%</b>	<b>31,470,280</b>	<b>9.9%</b>	<b>33,893,790</b>	<b>9.7%</b>
<b>Transportation</b>	<b>22,711,354</b>	<b>7.1%</b>	<b>24,961,547</b>	<b>7.9%</b>	<b>27,097,332</b>	<b>7.8%</b>
<b>Economic Environment</b>						
Economic Environment (Summer Youth)	30,076		40,731		40,731	
Industry Development	6,424,199		5,592,595		6,674,846	
Veteran Services	274,654		387,955		409,589	
Housing & Urban Development	2,892,537		1,056,449		1,255,109	
Other Economic Environment	6,026,590		4,054,510		3,053,000	
<b>Subtotal</b>	<b>15,648,056</b>	<b>4.9%</b>	<b>11,132,240</b>	<b>3.5%</b>	<b>11,433,275</b>	<b>3.3%</b>
<b>Human Services</b>	<b>10,990,997</b>	<b>3.4%</b>	<b>12,002,820</b>	<b>3.9%</b>	<b>12,457,606</b>	<b>3.6%</b>
<b>Culture and Recreation</b>						
Libraries	6,125,189		7,051,849		7,798,177	
Parks & Recreation	9,841,673		8,020,683		7,479,538	
Cultural Services	1,679,997		1,457,609		1,764,468	
<b>Subtotal</b>	<b>17,646,859</b>	<b>5.5%</b>	<b>16,530,141</b>	<b>5.2%</b>	<b>17,042,183</b>	<b>4.9%</b>
<b>Debt Service</b>	<b>5,084,340</b>	<b>1.6%</b>	<b>5,715,522</b>	<b>1.8%</b>	<b>5,717,190</b>	<b>1.6%</b>
<b>Intergovernmental Services</b>						
Intragovernmental Services	1,279,118		1,519,249		1,595,742	
Motor Pool	4,204,669		3,405,633		4,583,215	
Grants Program	5,343		88,053		92,328	
Insurance Program	5,240,742		5,451,556		5,835,818	
Budgeted Contingency	64,465		210,000		1,626,951	
<b>Subtotal</b>	<b>10,794,337</b>	<b>3.4%</b>	<b>10,674,491</b>	<b>3.4%</b>	<b>13,734,054</b>	<b>3.9%</b>
<b>Court Related</b>						
Court Administration	292,691		293,638		306,598	
State Attorney	119,685		155,395		149,170	
Public Defender	140,515		175,515		163,606	
Clerk of Circuit Court	395,384		479,897		486,828	
Article V Expenses	54,510		53,320		65,070	
Guardian Ad Litem	14,016		20,238		20,238	
Other Court Related Programs	2,060,908		2,438,414		2,633,273	
<b>Subtotal</b>	<b>3,077,708</b>	<b>1.0%</b>	<b>3,616,417</b>	<b>1.0%</b>	<b>3,824,783</b>	<b>1.0%</b>
<b>Totals</b>						
<b>Totals</b>	<b>321,246,038</b>	<b>100%</b>	<b>317,904,222</b>	<b>100%</b>	<b>349,453,357</b>	<b>100%</b>

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Total Operating and Capital Expenditures by Function

	FY 2022				FY 2023				FY 2024			
	Operating	Actual Capital	Total	%	Operating	Adopted Capital	Total	%	Operating	Budget Capital	Total	%
<b>General Government Services</b>												
Legislative	1,786,643	-	1,786,643		1,905,494	-	1,905,494		2,082,103	-	2,082,103	
Executive	1,206,852	-	1,206,852		1,379,506	-	1,379,506		1,938,101	-	1,938,101	
Property Appraiser	2,112,646	-	2,112,646		2,305,664	-	2,305,664		2,642,358	-	2,642,358	
Tax Collector	5,883,136	-	5,883,136		6,445,377	-	6,445,377		7,103,357	-	7,103,357	
Clerk - Finance Administration	5,419,104	-	5,419,104		5,980,519	-	5,980,519		6,060,004	-	6,060,004	
Financial & Administrative	13,084,439	-	13,084,439		14,697,181	37,500	14,734,681		15,801,805	-	15,801,805	
Legal Counsel	1,767,589	-	1,767,589		2,179,488	-	2,179,488		2,225,469	-	2,225,469	
Comprehensive Planning	1,739,482	-	1,739,482		1,678,241	-	1,678,241		1,757,803	-	1,757,803	
Other General Governmental Service	6,724,433	13,543,067	20,267,500		7,715,646	5,196,047	12,911,693		8,341,070	4,636,658	12,977,728	
Supervisor of Elections	5,217,811	-	5,217,811		4,728,975	-	4,728,975		7,385,218	-	7,385,218	
<b>Subtotal</b>	<b>44,942,134</b>	<b>13,543,067</b>	<b>58,485,202</b>	<b>18.1%</b>	<b>49,016,091</b>	<b>5,233,547</b>	<b>54,249,638</b>	<b>17.0%</b>	<b>55,337,288</b>	<b>4,636,658</b>	<b>59,973,946</b>	<b>17.2%</b>
<b>Public Safety</b>												
Law Enforcement	53,532,288	-	53,532,288		53,200,017	-	53,200,017		59,802,368	-	59,802,368	
Fire Control	10,461,012	-	10,461,012		10,603,967	-	10,603,967		11,402,224	-	11,402,224	
Detention and/or Correction	41,070,456	1,850,131	42,920,588		45,312,039	48,564	45,360,603		48,217,075	-	48,217,075	
Protective Inspections	2,422,545	-	2,422,545		2,931,683	80,000	3,011,683		3,056,905	81,600	3,138,505	
Emergency & Disaster Relief	6,933,909	-	6,933,909		1,681,208	-	1,681,208		1,924,550	-	1,924,550	
Ambulance & Rescue	24,905,122	708,317	25,613,440		26,525,482	183,000	26,708,482		28,916,455	2,520,000	31,436,455	
Medical Examiner	822,065	-	822,065		1,005,935	60,000	1,065,935		1,022,288	-	1,022,288	
Other Public Safety	5,099,211	309,579	5,408,790		5,589,231	330,000	5,919,231		6,130,733	1,205,000	7,335,733	
<b>Subtotal</b>	<b>145,246,608</b>	<b>2,868,028</b>	<b>148,114,636</b>	<b>46.1%</b>	<b>146,849,562</b>	<b>701,564</b>	<b>147,551,126</b>	<b>46.4%</b>	<b>160,472,598</b>	<b>3,806,600</b>	<b>164,279,198</b>	<b>47.0%</b>
<b>Physical Environment</b>												
Garbage/Solid Waste Control	14,142,818	835,707	14,978,524		13,505,573	907,352	14,412,925		16,313,245	1,640,000	17,953,245	
Sewer/Wastewater Services	231,169	1,401,308	1,632,477		232,500	-	232,500		239,906	-	239,906	
Conservation & Resource Management	3,988,353	381,945	4,370,299		4,904,135	336,000	5,240,135		5,238,440	324,300	5,562,740	
Flood Control	3,869,233	1,236,608	5,105,841		4,307,990	4,363,107	8,671,097		4,656,534	2,456,256	7,112,790	
Other Physical Environment	2,006,663	598,744	2,605,407		2,278,123	635,500	2,913,623		2,377,609	647,500	3,025,109	
<b>Subtotal</b>	<b>24,238,236</b>	<b>4,454,313</b>	<b>28,692,549</b>	<b>8.9%</b>	<b>25,228,321</b>	<b>6,241,959</b>	<b>31,470,280</b>	<b>9.9%</b>	<b>28,825,734</b>	<b>5,068,056</b>	<b>33,893,790</b>	<b>9.7%</b>
<b>Transportation</b>												
Road & Street Facilities	14,098,414	8,612,940	22,711,354		16,519,625	8,441,922	24,961,547		17,342,937	9,754,395	27,097,332	
<b>Subtotal</b>	<b>14,098,414</b>	<b>8,612,940</b>	<b>22,711,354</b>	<b>7.1%</b>	<b>16,519,625</b>	<b>8,441,922</b>	<b>24,961,547</b>	<b>7.9%</b>	<b>17,342,937</b>	<b>9,754,395</b>	<b>27,097,332</b>	<b>7.8%</b>
<b>Economic Environment</b>												
Economic Environment (Summer Youth)	30,076	-	30,076		40,731	-	40,731		40,731	-	40,731	
Industry Development	4,284,163	2,140,036	6,424,199		5,592,595	-	5,592,595		6,674,846	-	6,674,846	
Community Redevelopment/Housing	8,938,981	254,800	9,193,781		5,498,914	-	5,498,914		4,717,698	-	4,717,698	
<b>Subtotal</b>	<b>13,253,220</b>	<b>2,394,836</b>	<b>15,648,056</b>	<b>4.9%</b>	<b>11,132,240</b>	<b>-</b>	<b>11,132,240</b>	<b>3.5%</b>	<b>11,433,275</b>	<b>-</b>	<b>11,433,275</b>	<b>3.3%</b>
<b>Human Services</b>												
<b>Subtotal</b>	<b>10,990,997</b>	<b>-</b>	<b>10,990,997</b>	<b>3.4%</b>	<b>12,002,820</b>	<b>-</b>	<b>12,002,820</b>	<b>3.9%</b>	<b>12,457,606</b>	<b>-</b>	<b>12,457,606</b>	<b>3.6%</b>
<b>Culture and Recreation</b>												
Libraries	5,785,724	339,465	6,125,189		6,733,819	318,030	7,051,849		6,973,147	825,030	7,798,177	
Parks & Recreation	5,695,043	4,146,630	9,841,673		6,399,683	1,621,000	8,020,683		6,952,788	526,750	7,479,538	
Cultural Services	1,679,997	-	1,679,997		1,457,609	-	1,457,609		1,764,468	-	1,764,468	
<b>Subtotal</b>	<b>13,160,764</b>	<b>4,486,095</b>	<b>17,646,859</b>	<b>5.5%</b>	<b>14,591,111</b>	<b>1,939,030</b>	<b>16,530,141</b>	<b>5.2%</b>	<b>15,690,403</b>	<b>1,351,780</b>	<b>17,042,183</b>	<b>4.9%</b>
<b>Debt Service</b>												
Redemption Of Long Term Debt	5,084,340	-	5,084,340		5,715,522	-	5,715,522		5,717,190	-	5,717,190	
<b>Subtotal</b>	<b>5,084,340</b>	<b>-</b>	<b>5,084,340</b>	<b>1.6%</b>	<b>5,715,522</b>	<b>-</b>	<b>5,715,522</b>	<b>1.8%</b>	<b>5,717,190</b>	<b>-</b>	<b>5,717,190</b>	<b>1.6%</b>
<b>Intergovernmental Services</b>												
Intragovernmental Services	1,279,118	-	1,279,118		1,519,249	-	1,519,249		1,595,742	-	1,595,742	
Motor Pool	4,204,669	-	4,204,669		3,405,633	-	3,405,633		4,583,215	-	4,583,215	
Grants Program	5,343	-	5,343		88,053	-	88,053		92,328	-	92,328	
Insurance Program	5,240,742	-	5,240,742		5,451,556	-	5,451,556		5,835,818	-	5,835,818	
Budgeted Contingency	64,465	-	64,465		210,000	-	210,000		1,626,951	-	1,626,951	
<b>Subtotal</b>	<b>10,794,337</b>	<b>-</b>	<b>10,794,337</b>	<b>3.4%</b>	<b>10,674,491</b>	<b>-</b>	<b>10,674,491</b>	<b>3.4%</b>	<b>13,734,054</b>	<b>-</b>	<b>13,734,054</b>	<b>3.9%</b>
<b>Court Related</b>												
Court Administration	292,691	-	292,691		293,638	-	293,638		306,598	-	306,598	
State Attorney	119,685	-	119,685		155,395	-	155,395		149,170	-	149,170	
Public Defender	140,515	-	140,515		175,515	-	175,515		163,606	-	163,606	
Clerk of Circuit Court	395,384	-	395,384		479,897	-	479,897		486,828	-	486,828	
Article V Expenses	54,510	-	54,510		53,320	-	53,320		65,070	-	65,070	
Guardian Ad Litem	14,016	-	14,016		20,238	-	20,238		20,238	-	20,238	
Other Court Related Programs	2,060,908	-	2,060,908		2,438,414	-	2,438,414		2,633,273	-	2,633,273	
<b>Subtotal</b>	<b>3,077,708</b>	<b>-</b>	<b>3,077,708</b>	<b>1.0%</b>	<b>3,616,417</b>	<b>-</b>	<b>3,616,417</b>	<b>1.0%</b>	<b>3,824,783</b>	<b>-</b>	<b>3,824,783</b>	<b>1.0%</b>
<b>Totals</b>												
<b>Totals</b>	<b>284,886,759</b>	<b>36,359,280</b>	<b>321,246,038</b>	<b>100%</b>	<b>295,346,200</b>	<b>22,558,022</b>	<b>317,904,222</b>	<b>100%</b>	<b>324,835,868</b>	<b>24,617,489</b>	<b>349,453,357</b>	<b>100%</b>

## LEON COUNTY FISCAL YEAR 2024 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, 800 MHz Radios

### 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 2024 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	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 2024 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: Sewer		
	401 - Solid Waste Fee*	
Judicial	Court Administration	001 - General Fund*
	Other Court-Related Programs	110 - Fine and Forfeiture Fund
		114 - Family Law Legal Services
		116 - Drug Abuse Trust Fund
		117 - Judicial Programs
	State Attorney	110 - Fine and Forfeiture Fund
	Public Defender	110 - Fine and Forfeiture Fund
Guardian Ad Litem	001 - General Fund*	
Non-Operating	Fire Control	145 - Fire Services Fee
	Line Item Funding	001 - General Fund*
	Communications	001 - General Fund*
		106 - Transportation Trust*
		110 - Fine and Forfeiture Fund
		111 - Probation Services Fund
		120 - Building Inspection Fund
		121 - DSEM Fund*
		123 - Stormwater Utility*
		135 - Emergency Medical Services MSTU
		140 - Municipal Service Fund
		160 - Tourism 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 2024 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 2024 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: 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 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 2024 TENTATIVE BUDGET

## »» Expenditures By Department and Division

### Board of County Commissioners

	FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
1) County Commission	1,786,643	1,905,494	2,082,103	9.3%	2,114,056	2,147,328	2,181,945	2,218,011
	1,786,643	1,905,494	2,082,103	9.3%	2,114,056	2,147,328	2,181,945	2,218,011

- 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%, and funding for 5% raises. These increases are offset by a decrease in workers compensation costs. 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. Additionally, Commissioner Office Budgets were increased to account for inflationary increases associated with travel, training, and other operating expenses.

### Administration

	FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
2) County Administration	1,275,220	1,379,506	1,938,101	40.5%	1,996,171	2,056,150	2,118,112	2,182,134
3) Emergency Management	1,560,907	1,590,208	1,819,550	14.4%	2,223,233	2,245,738	2,269,145	2,293,458
4) Human Resources	1,564,986	1,583,513	1,721,592	8.7%	1,767,251	1,813,217	1,861,036	1,910,033
5) Strategic Initiatives/CMR	1,766,975	1,850,341	2,029,657	9.7%	2,073,516	2,119,078	2,166,422	2,215,640
6) Volunteer Services	192,254	206,970	114,424	-44.7%	117,724	121,164	124,751	128,489
	6,360,342	6,610,538	7,623,324	15.3%	8,177,895	8,355,347	8,539,466	8,729,754

- 2) Increase reflects costs as noted below and the addition of two Assistant County Administrator positions as part of the County Administrator's FY 2023 midyear reorganization. These additions were accomplished through the reclassification of two existing positions that were realigned to County Administration. The reorganization will result in no new positions or net cost increases to the organization due to existing vacancies and planned retirements.
- 3) Increase reflects costs as noted below in addition to inflationary costs related to maintenance of the E-911 system and costs to maintain required training and certifications for E-911 staff.
- 4) Increase reflects costs as noted below in addition to contractual services associated with the management of employee benefits and other inflationary costs associated with travel and training to maintain the Human Resources management software.
- 5) Increase reflects costs as noted below in addition to the realignment of two Library positions to CMR to maximize resources and enhance public relations and marketing efforts. These increases are offset by the realignment of a vacant Special Projects Coordinator position to Assistant County Administrator as part of the County Administrator's FY 2023 midyear reorganization.
- 6) Decrease reflects the realignment of a vacant Volunteer Services Manager position to Health & Human Services Manager as part of the County Administrator's FY 2023 midyear reorganization, offset by costs as noted below.

### County Attorney's Office

	FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
7) County Attorney	1,767,589	2,179,488	2,225,469	2.1%	2,276,285	2,328,836	2,383,183	2,439,409
	1,767,589	2,179,488	2,225,469	2.1%	2,276,285	2,328,836	2,383,183	2,439,409

- 7) \*See personnel note below.

### Department of Public Works

	FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
8) Engineering Services	3,495,353	4,547,954	4,728,608	4.0%	4,708,138	4,830,670	4,957,907	5,090,078
9) Fleet Management	4,195,014	3,395,084	4,573,013	34.7%	4,619,028	4,665,515	4,712,465	4,759,941
10) Operations	11,730,791	14,162,987	14,841,908	4.8%	15,117,623	15,442,986	15,746,772	16,094,064
11) PW Support Services	652,665	682,539	717,977	5.2%	735,379	753,373	771,973	791,207
	20,073,822	22,788,564	24,861,506	9.1%	25,180,168	25,692,544	26,189,117	26,735,290

- 8) Increase reflects costs as noted below and costs associated with the review of Leon County's Public Infrastructure Standards and Guidelines to ensure quality and safety in buildings and roads consistent with state and federal guidelines. In support of Strategic Initiative #2023-8, additional costs supports Lake Munson water quality testing and quarterly aerial surveys of sediment compression associated with the extension of the lake drawdown through Spring 2024.
- 9) In addition to costs noted below, the increase reflects the rising costs of diesel and unleaded fuel and the budgeting of fuel for the Sheriff's Office to streamline accounting and reconciliation of fuel costs. The Sheriff's fuel expenses are offset by corresponding revenue from the Sheriff's Office as reflected in the Fleet Motor Pool Fund. Additional costs are associated with fleet repair and maintenance.
- 10) Increases reflect costs noted below and additional inflationary increases related to vehicle fuel and repair costs; contractual services related to road maintenance, and sidewalk repair; and additional grant matching funds for an Urban Forestry Grant for canopy road tree inventory. These costs are partially offset by a reduction in road materials and supplies.
- 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%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.*



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Expenditures By Department and Division

### Department of Development Support & Environmental Management

		FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
12)	Building Plans Review & Inspection	1,790,822	2,238,003	2,352,766	5.1%	2,421,162	2,494,704	2,571,061	2,650,360
13)	Code Compliance Services	536,999	535,573	547,925	2.3%	561,275	575,099	589,417	604,240
14)	Development Services	714,775	877,839	925,089	5.4%	948,589	974,468	1,001,311	1,029,171
15)	DS Support Services	487,997	586,938	661,110	12.6%	678,144	696,936	716,288	736,257
16)	Environmental Services	1,504,056	1,902,472	1,971,058	3.6%	2,028,072	2,086,982	2,148,085	2,211,455
		5,034,649	6,140,825	6,457,948	5.2%	6,637,242	6,828,189	7,026,162	7,231,483

12) - 16) Increases reflects costs as noted below in addition to inflationary costs associated with training to maintain employee licenses and certifications.

### Department of PLACE

		FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
17)	Planning Department	1,112,859	1,046,675	1,098,277	4.9%	1,121,814	1,145,891	1,170,516	1,195,707
		1,112,859	1,046,675	1,098,277	4.9%	1,121,814	1,145,891	1,170,516	1,195,707

17) Increase associated with the County's share of the joint City/County Planning Department.

### Office of Financial Stewardship

		FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
18)	Office of Management and Budget	865,471	980,687	1,032,098	5.2%	1,060,382	1,089,746	1,120,218	1,151,860
19)	Purchasing	568,741	676,792	710,056	4.9%	729,608	749,906	770,995	792,893
20)	Real Estate Management	403,948	558,347	577,147	3.4%	587,040	597,304	607,951	619,003
21)	Risk Management	197,098	221,273	233,495	5.5%	238,359	243,334	248,483	253,809
		2,035,257	2,437,099	2,552,796	4.7%	2,615,389	2,680,290	2,747,647	2,817,565

18) - 21) \*See personnel note below.

### Division of Tourism

		FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
22)	Division of Tourism	5,711,168	6,760,603	8,141,241	20.4%	8,397,555	8,265,571	8,314,500	8,391,104
		5,711,168	6,760,603	8,141,241	20.4%	8,397,555	8,265,571	8,314,500	8,391,104

22) With Tourism Development Tax (bed-tax) revenues continuing to recover 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. Additional expenses reflects costs associated with Strategic Initiative #2023-1 to celebrate the Leon County/Tallahassee Bicentennial including promotional activities and additional personnel to assist with planning and implementation efforts; planning efforts in support of Strategic Initiative #2022-6 to host the 2026 World Athletics Cross Country Championship at Apalachee Regional Park; funding to conduct a Sports Facility Market Analysis for the County; and funding for Local Arts Agency funding (COCA).

### Office of Information and Technology

		FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
23)	Geographic Information Systems	2,006,663	2,278,123	2,377,609	4.4%	2,434,804	2,494,115	2,555,618	2,617,395
24)	Management Information Services	7,459,735	8,491,179	9,268,765	9.2%	9,539,544	9,833,235	10,153,402	10,378,132
		9,466,398	10,769,302	11,646,374	8.1%	11,974,348	12,327,350	12,709,020	12,995,527

23) Increase related to costs noted below and inflationary contractual adjustments for the GIS Mapping software.

24) Inflationary increases related to County software and maintenance contracts including: the NEOGOV Human Resources Management system, Microsoft Office 365, Banner Document Management, and network security applications.

*\* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.*

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Expenditures By Department and Division

### Office of Library Services

	FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2027 Projected
25) Library Services	5,691,969	6,718,819	6,958,147	3.6%	7,148,230	7,398,535	7,562,695	7,778,057	7,778,057
	5,691,969	6,718,819	6,958,147	3.6%	7,148,230	7,398,535	7,562,695	7,778,057	7,778,057

- 25) Decrease is related to efficiency reductions in support of the Essential Libraries Initiative, which allowed for the reduction of two vacant Library Services positions, offsetting the addition of two planned Parks and Recreation positions to address increased park acreage. Additionally, to better align the County's media coordination events, the Graphic Design Specialist and a Library Services Specialist position were realigned to Community & Media Relations. These reductions are offset by increases in personnel costs noted below and other contractual costs related to subscriptions.

### Office of Public Safety

	FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
26) Animal Control	1,788,393	1,965,482	2,033,099	3.4%	2,096,496	2,162,347	2,230,740	2,301,795
27) Emergency Medical Services	23,316,697	24,691,801	27,012,324	9.4%	27,375,960	28,444,391	28,971,450	29,492,877
	25,105,089	26,657,283	29,045,423	9.0%	29,472,456	30,606,738	31,202,190	31,794,672

- 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 and costs associated with required training and operating supplies for Animal Control Officers.
- 27) Reflects the addition of eight positions and special day and extra shift stipend pay to maintain current service levels and response times, offset by a corresponding reduction in overtime. Other increases are associated with the Advance Life Support Agreement with the City Fire Department; medical supplies and repair and maintenance of equipment; training and continued education courses; and to advance Strategic Initiative #2023-7, funding associated with the County's partnership with Tallahassee Community College to offer a one-year EMT Certification Program on Godby High School's campus.

### Office of Intervention & Detention Alternatives

	FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
28) County Probation	1,468,172	1,748,825	1,759,163	0.6%	1,802,845	1,848,264	1,895,518	1,944,687
29) Drug & Alcohol Testing	144,179	197,052	184,447	-6.4%	188,549	192,786	197,169	201,701
30) Supervised Pretrial Release	1,590,324	1,887,069	1,897,125	0.5%	1,934,830	1,974,060	2,014,889	2,057,399
	3,202,675	3,832,946	3,840,735	0.2%	3,926,224	4,015,110	4,107,576	4,203,787

- 28) \*See personnel note below.
- 29) Decrease reflects fluctuations in personnel costs due to staff turnover offset by personnel costs as noted below.
- 30) \*See personnel note below.

### Office of Human Services & Community Partnerships

	FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
31) Housing Services	885,300	1,701,283	1,747,312	2.7%	1,761,096	1,775,433	1,790,359	1,805,889
32) Human Services	8,057,275	8,845,621	9,392,407	6.2%	9,526,251	9,628,640	9,615,522	9,667,142
33) Veteran Services	274,654	387,955	409,589	5.6%	417,307	425,313	433,621	442,240
	9,217,229	10,934,859	11,549,308	5.6%	11,704,654	11,829,386	11,839,502	11,915,271

- 31) Increase reflects State Housing Initiative Program (SHIP) funding allocated in the state budget for FY 2024. To advance Strategic Initiative #2023-18 to leverage federal and state funding to build affordable rental housing for low-income residents, \$283,135 will be directed towards affordable multifamily dwellings which can be used to match and leverage state and federal bond financing programs. Increases are offset by the reclassification and realignment of the Director of Human Services & Community Partnerships Director to Assistant County Administrator as part of the County Administrator's FY 2023 midyear reorganization.
- 32) Increase reflects the realignment of a vacant Volunteer Services Manager position to Health & Human Services Manager as part of the County Administrator's FY 2023 midyear reorganization. Additional costs are associated with the state mandated Medicaid payment and increased funding for the Indigent Cremation and Burial Program to address inflationary costs for transportation and storage of deceased bodies; Medical Examiner contractual payments; Baker Act & Marchman Act to cover the County's required share for mental health services for Leon County residents; increased funding to address growing demands for the Direct Emergency Assistance Program; and in support of Strategic Initiative #2023-11 to address homelessness, additional funding to United Partners for Human Services (UPHS) to expand capacity to assist families experiencing homelessness.
- 33) \*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%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Expenditures By Department and Division

### Office of Resource Stewardship

	FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
34) Cooperative Extension	304,439	478,515	525,175	9.8%	514,799	535,207	556,431	578,503
35) Facilities Management	12,754,178	13,096,391	14,449,963	10.3%	14,747,329	15,075,822	15,407,791	15,780,478
36) Office of Sustainability	235,586	357,714	350,223	-2.1%	377,749	361,155	389,123	373,001
37) Parks and Recreation	3,310,061	3,959,814	4,322,072	9.1%	4,410,303	4,513,359	4,642,724	4,749,219
38) Solid Waste	13,482,014	12,786,917	15,594,851	22.0%	15,940,435	16,296,604	16,657,219	16,874,152
	<u>30,086,278</u>	<u>30,679,351</u>	<u>35,242,284</u>	<u>14.9%</u>	<u>35,990,615</u>	<u>36,782,147</u>	<u>37,653,288</u>	<u>38,355,353</u>

- 34) The increase is related to personnel and operating costs associated with the University of Florida Institute of Food and Agricultural Sciences contract.
- 35) In addition to the costs noted below, the increase reflects inflationary adjustments for utilities and contractual services for security, custodial, HVAC, elevators, and building and grounds maintenance services, offset by operational savings associated with the ESCO energy savings project.
- 36) Decrease is related to hosting of the bi-annual Sustainable Communities Summit every other year, which was last hosted in FY 2023. This decrease is offset by personnel costs as noted below.
- 37) 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.
- 38) Overall increases are attributed to the renegotiated hauling and disposal contract to account for inflationary costs associated with transferring the County's waste from the Transfer Station to the regional landfill in Jackson County. The costs will be recouped by revenue from the increased tipping fee at the Transfer Station as reflected in the Solid Waste Enterprise Fund. Other costs include contractual costs for mowing at the Rural Waste Service Centers and Landfill, electronic disposal and equipment replacement.

### Constitutional

	FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
39) Clerk of the Circuit Court	2,508,030	2,785,561	3,129,186	12.3%	3,283,627	3,445,788	3,616,059	3,794,843
40) Property Appraiser	5,419,104	5,980,519	6,060,004	1.3%	6,359,166	6,673,285	7,003,111	7,349,428
41) Sheriff	90,691,832	94,066,774	103,600,165	10.1%	109,966,327	117,132,520	126,572,933	137,094,861
42) Supervisor of Elections	5,217,811	4,728,975	7,385,218	56.2%	5,769,498	6,476,918	5,979,538	8,031,477
43) Tax Collector	5,883,136	6,445,377	7,103,357	10.2%	7,232,371	7,359,578	7,492,872	7,492,872
	<u>109,719,913</u>	<u>114,007,206</u>	<u>127,277,930</u>	<u>11.6%</u>	<u>132,610,989</u>	<u>141,088,089</u>	<u>150,664,513</u>	<u>163,763,481</u>

- 39) Increases associated with the County share of the Clerk's Finance Department, which includes cost-of-living adjustments, increased retirement rates as well as the addition of an accounting position to support increased demands related to the Clerk's Finance duties to the County.
- 40) The nominal increase in the Property Appraisers budget includes normal personnel costs, offset by a reduction in the number of temporary employees, completion of existing IT projects, and not purchasing new vehicles in FY 2024.
- 41) In addition to normal personnel costs increases, in support of Strategic Initiative #2023-24 the budget includes the final phase of implementation of a new compensation pay plan for Detention and Law Enforcement personnel. Other increases are related to inflationary costs of fuel and vehicle repair; medical supplies and food; equipment for officers (body-cameras, upgraded tasers); and the realignment of certain capital outlay expenses from Leon County Government's capital improvement program to the Sheriff.
- 42) Increases are related to a presidential preference primary being held in FY 2024. Other increases include the impacts of implementing the continuing changes in election laws, increased mailing costs, and the salary cost of hiring additional temporary personnel to conduct the elections.
- 43) Increase reflects estimated commission payments associated with an increase in property tax collections related to property values increasing by 7.87% and the Emergency Medical Services Municipal Services Taxing Unit millage rate increasing from .50 to .75. Increases also include commission payments for the solid waste, fire, and stormwater special assessments.

### Judicial

Department / Division	FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
44) Court Administration	305,111	304,893	315,613	3.5%	325,404	335,572	346,131	357,098
45) Guardian Ad Litem	16,651	22,868	22,013	-3.7%	22,013	22,013	22,013	22,013
46) Other Court-Related Programs	549,556	670,038	656,546	-2.0%	661,705	663,988	673,650	679,449
47) Public Defender	109,170	143,645	160,125	11.5%	160,125	160,125	160,125	160,125
48) State Attorney	96,410	131,915	130,280	-1.2%	130,280	130,280	130,280	130,280
	<u>1,076,898</u>	<u>1,273,359</u>	<u>1,284,577</u>	<u>0.9%</u>	<u>1,299,527</u>	<u>1,311,978</u>	<u>1,332,199</u>	<u>1,348,965</u>

- 44) \*See personnel note below.
- 45) Decrease is due to the allocation of the phone system and other communications charges that are adjusted annually.
- 46) Decreases reflect personnel cost savings due to the retirement of a long-standing employee.
- 47) Increase is due to the allocation of the phone system and other communications charges that are adjusted annually.
- 48) Decrease is due to the allocation of the phone system and other communications charges that are adjusted annually.

*\* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.*

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Expenditures By Department and Division

		<b>Non-Operating</b>							
	Department / Division	FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
49)	Budgeted Reserves	64,465	210,000	1,626,951	674.7%	2,319,474	2,702,877	3,691,950	4,312,468
50)	Communications	3,271,444	3,807,263	3,972,734	4.3%	4,031,278	4,059,479	4,073,938	4,088,798
51)	Consolidated Dispatch Agency (CDA)	3,390,741	3,432,711	3,804,347	10.8%	3,984,564	4,173,792	4,173,792	4,173,792
52)	Fire Control	10,424,682	10,562,113	11,354,276	7.5%	11,518,055	11,684,252	11,853,968	12,025,245
53)	Line Item Funding	190,000	100,000	100,000	0.0%	-	-	-	-
54)	Other Non-Operating	7,836,033	9,604,185	8,554,854	-10.9%	8,635,310	9,016,545	9,343,702	9,366,868
55)	Risk Allocations	1,375,026	1,509,839	1,791,481	18.7%	1,798,766	1,806,121	1,813,549	1,813,549
56)	Risk Financing & Workers Comp	5,206,206	5,415,000	5,783,236	6.8%	5,836,695	5,891,649	5,946,038	6,000,879
		<u>31,758,597</u>	<u>34,641,111</u>	<u>36,987,879</u>	<u>6.8%</u>	<u>38,124,142</u>	<u>39,334,715</u>	<u>40,896,937</u>	<u>41,781,599</u>

49) Reflects increase in Emergency Medical Services reserves. The planned increase in the EMS millage rate provides for reserves to support future increased staffing and equipment requirements for the program over the next five years.

50) Reflects annual adjustments in department billings for phone and internet charges.

51) 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 City funds the remaining 67% share of the CDA.

52) As approved on April 25, 2023, increased costs are directly related to the increase in the fire services assessments as reflected in the joint City/County rate study. All payments collected from this assessment are remitted to the City to fund fire rescue services in the unincorporated area of the County.

53) This budget includes support for the final payment of a five year agreement with the Kearney Center for the capital costs associated with the Homeless Shelter Relocation.

54) Reflects decrease in Community Redevelopment Agency (CRA) payments due to a reduction in the County's payments for the Downtown District, offset by projected increases in value for the Frenchtown District; funding for the final year of a three-year commitment for the joint County, City and Florida State University Real Time Crime Center; the State Juvenile Justice Payment; and funding for the Frenchtown Rising events.

55) Reflects an increase in cost allocations to fund the rise in cost of general liability, property, vehicle and aviation insurance premiums.

56) Aggressive safety and risk programs resulted in savings in Leon County workers' compensation costs for FY 2024. These savings are offset by a increase in workers' compensation claims for the Sheriff and projected increases in insurance premium coverages for property and general liability.

### 57) Debt Service

	Department / Division	FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
	Debt Service	5,084,340	5,715,522	5,717,190	0.0%	5,712,825	2,260,805	2,187,808	2,186,125
		<u>5,084,340</u>	<u>5,715,522</u>	<u>5,717,190</u>	<u>0.0%</u>	<u>5,712,825</u>	<u>2,260,805</u>	<u>2,187,808</u>	<u>2,186,125</u>

57) Debt Service accounts for the payment of principal and interest associated with the existing bonds issued and/or bank loans obtained by the County. The nominal increase is associated with established payment schedules.

### 58) Capital Improvement Program

	Department / Division	FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
	Engineering Services	14,569,626	12,453,474	12,134,083	-2.6%	17,854,116	17,442,532	16,429,257	16,713,561
	Facilities Management	8,044,563	3,283,250	3,069,307	-6.5%	7,039,008	5,631,697	7,131,557	6,369,905
	Fleet Management	1,900,613	1,011,840	3,603,700	256.2%	7,174,520	8,125,859	8,430,850	8,244,586
	Management Information Services	1,735,781	3,280,774	4,338,481	32.2%	5,288,892	5,341,277	5,385,502	4,861,668
	Miscellaneous	5,397,055	-	-	0.0%	-	-	-	-
	Parks & Recreation	3,977,575	1,621,000	526,750	-67.5%	2,287,985	2,349,245	2,400,530	2,331,840
	Public Works - Operations	299,111	756,832	395,168	-47.8%	750,805	450,805	450,805	450,805
	Solid Waste	434,956	150,852	550,000	264.6%	50,000	200,000	130,000	50,000
		<u>36,359,280</u>	<u>22,558,022</u>	<u>24,617,489</u>	<u>9.1%</u>	<u>40,445,326</u>	<u>39,541,415</u>	<u>40,358,501</u>	<u>39,022,365</u>

58) At the June 20, 2023 workshop, the Board advanced funded \$2.15 million in American Rescue Plan Act (ARPA) funding and \$8.3 million in dedicated general revenue and transportation fund balances to ensure some capital projects related to the Detention Center, vehicle replacement, stormwater infrastructure and park facilities continue and vehicle purchases are not delayed. The advance funding of these projects will result in an increase of 9.1% in the overall capital program from FY 2023. The FY 2024 Capital Program also includes continued funding for Arterial/Collector/Local Road resurfacing to maintain County roads and the Sidewalk Program; EMS vehicles, including the replacement of four ambulances and refurbishing of two; Building infrastructure improvements; County Compute Infrastructure; and the Essential Libraries Initiatives.

*\* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.*

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Expenditures By Department and Division

		Grants Administration							
Department / Division		FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
59)	Grants EMS	-	60,000	60,000	0.0%	60,000	60,000	60,000	60,000
60)	Grants Housing	147,152	50,000	50,000	0.0%	50,000	50,000	50,000	50,000
61)	Grants IDA	78,454	83,800	80,000	-4.5%	81,600	83,232	84,897	84,897
62)	Grants Library	93,756	15,000	15,000	0.0%	15,000	15,000	15,000	15,000
63)	Grants LLEBG	38,356	38,356	38,356	0.0%	38,356	38,356	38,356	38,356
	Grants Parks	125,490	-	-	0.0%	-	-	-	-
	Grants Public Works	27,319	-	-	0.0%	-	-	-	-
	Grants-Emergency Management	29,586	-	-	0.0%	-	-	-	-
	Grants-Federal Stimulus	10,054,930	-	-	0.0%	-	-	-	-
		<b>10,595,043</b>	<b>247,156</b>	<b>243,356</b>	<b>-1.5%</b>	<b>244,956</b>	<b>246,588</b>	<b>248,253</b>	<b>248,253</b>

59) Reflects funds for grants received from the Florida Department of Health in support of Emergency Medical Services.

60) Reflects funding for emergency housing repair assistance from the Housing Finance Authority.

61) Reflects a decline in traffic fines collected for driver's education for the Slosberg Drivers' Education Fund. These funds are paid to the Leon County School Board for the driver's education program.

62) Reflects expenditures associated with the receipt of donations from the Friends of the Library.

63) Reflects anticipated Law Enforcement Block Grant funding from the Department of Justice Juvenile Assistance Grant Program (JAG).

		Transfers							
Department / Division		FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
64)	Transfers	57,329,892	53,343,822	48,900,067	-8.3%	59,075,767	65,763,966	67,064,283	68,439,598
		<b>57,329,892</b>	<b>53,343,822</b>	<b>48,900,067</b>	<b>-8.3%</b>	<b>59,075,767</b>	<b>65,763,966</b>	<b>67,064,283</b>	<b>68,439,598</b>

64) 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 decrease for FY 2024 is related to the elimination of general revenue support for Fire Services and Emergency Medical Services due to the implementation of the joint City/County fire assessment rate study, and the planned increase in the EMS MSTU millage rate from .50 to .75. Other decreases are associated with reductions in transfers to support operations for Pretrial/Probation (due to nominal increases in revenues), and the General Fund and Transportation Capital Improvement Funds due to the advance funding of projects and the use of available dedicated fund balances. These decreases are offset by increases in transfers from general revenue funds to the Supervisor of Elections due to the 2024 Presidential Preference Election, increases to the hauling and disposal contract for the Solid Waste Transfer Station, and to support revenue declines in the Development and Environmental Services Fund due to the slowdown of the post-COVID rebound of permitting activity, and Stormwater.

		Summary Totals							
		FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	Adopted Change	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
	Leon County Government	126,651,966	139,461,846	153,324,935	9.9%	156,736,931	160,403,262	163,626,807	166,800,990
	Constitutional Officers	109,719,913	114,007,206	127,277,930	11.6%	132,610,989	141,088,089	150,664,513	163,763,481
	Judicial	1,076,898	1,273,359	1,284,577	0.9%	1,299,527	1,311,978	1,332,199	1,348,965
	Non-Operating	31,758,597	34,641,111	36,987,879	6.8%	38,124,142	39,334,715	40,896,937	41,781,599
	Capital	36,359,280	22,558,022	24,617,489	9.1%	40,445,326	39,541,415	40,358,501	39,022,365
	Debt Service	5,084,340	5,715,522	5,717,190	0.0%	5,712,825	2,260,805	2,187,808	2,186,125
	Grants	10,595,043	247,156	243,356	-1.5%	244,956	246,588	248,253	248,253
	<b>Total Budget Net Transfers</b>	<b>321,246,038</b>	<b>317,904,222</b>	<b>349,453,357</b>	<b>9.9%</b>	<b>375,174,697</b>	<b>384,186,853</b>	<b>399,315,019</b>	<b>415,151,778</b>
	Total Operating Budget	284,886,758	295,346,200	324,835,868	10.0%	334,729,371	344,645,438	358,956,518	376,129,413
	Total Capital Budget	36,359,280	22,558,022	24,617,489	9.1%	40,445,326	39,541,415	40,358,501	39,022,365
	Total County Budget	378,575,930	371,248,044	398,353,424	7.3%	434,250,464	449,950,819	466,379,302	483,591,377
	Total County Minus Transfers	321,246,038	317,904,222	349,453,357	9.9%	375,174,697	384,186,853	399,315,019	415,151,779

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

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

Expenditure Summary by Category	FY22 Adopted	FY23 Adopted	% Change	FY24 Budget	% Change	Reference
<b>MANDATORY</b>						
<b>Constitutional Officers</b>						
Supervisor of Elections	4,945,661	4,728,975		7,385,218		FS 129.202, FS 97-107
Tax Collector	5,954,527	6,445,377		7,103,357		FL Constitution: Article VIII Section 1(d), FS 192.091(2), FS 197
Property Appraiser	5,350,215	5,980,519		6,060,004		FL Const: Article VIII Section 1(d), FS 192.091(1), FS 193.023, FS 193-194, 196, 200
Sheriff	85,883,013	94,066,774		103,600,165		FL Constitution: Article VIII Section 1(d), FS 30.49 and 30.50
Clerk of Court	2,508,030	2,785,561		3,129,186		FL Constitution: Article VIII Section 1(d), FL Constitution: Article V Section 16
subtotal	104,641,446	114,007,206	8.95%	127,277,930	11.64%	
<b>Judiciary (Article V)</b>						
State Attorney	131,935	131,915		130,280		FL Const: Article V Sec. 14 & 17, FS 29.008
Public Defender	143,645	143,645		160,125		FL Const: Article V Sec. 14 & 18, FS 29.008
Guardian Ad Litem	22,873	22,868		22,013		FS 29.008, FS 39.8296
Court Administration	176,780	256,864		265,060		FL Constitution: Article V, FS 29.008
Legal Aid	309,180	309,940		310,225		FS 939.185(2)
subtotal	784,413	865,232	10.30%	887,703	2.60%	
<b>Charter</b>						
County Commission	1,936,151	1,905,494		2,082,103		FL Constitution: Article VIII Section 1(e), FS 125.01, Leon County Charter
County Attorney	2,078,549	2,179,488		2,225,469		Leon County Charter, LCL: Ch 2-Article X Section 2-503, FS 127.01
County Administrator's Office	1,279,626	1,379,506		1,938,101		Leon County Charter, LCL: Ch 2-Article X Section 2-501, F.S. 125.7
subtotal	5,294,326	5,464,488	3.21%	6,245,673	14.30%	
<b>Payments</b>						
CRA-Payment	3,511,976	4,054,510		3,053,000		FS 163.506
Debt Service	5,084,340	5,715,522		5,717,190		FS 130
Medical Examiner	732,555	1,005,935		1,022,288		FS 406.08
Tubercular Care & Child Protection Exams	50,000	50,000		50,000		FS 392.68
Baker and Marchman Act	638,156	638,156		701,970		FS 394.76(3)b
Medicaid & Indigent Burial	3,250,753	3,179,281		3,568,688		Med: FS 409.915, IB: FS 406.50
Tax Deed Applications	45,000	45,000		45,000		FS 197.502
Juvenile Detention Payment	1,289,909	1,330,908		1,370,835		FS 985.686
subtotal	14,602,689	16,019,312	9.70%	15,528,971	-3.06%	
<b>Transportation/Stormwater</b>						
Public Works Support Services	648,504	682,539		717,977		
Engineering Services	4,375,628	4,547,954		4,728,608		FS 316.006(3)
Transportation Maintenance	5,128,878	5,458,545		5,809,387		FS 206.47(7), FS 206.60(2), FS 336.02(1)
Right of Way Maintenance	3,263,395	3,894,770		3,937,925		FS 337.401
Stormwater Maintenance	3,589,761	3,915,146		4,219,546		LCL: Ch 10-Article VII Div. 1 & 2, FS 403.0893
subtotal	17,006,166	18,498,954	8.78%	19,413,443	4.94%	
<b>Development Support &amp; Environmental Management</b>						
Development Services (not including Bldg Dept)	755,902	877,839		925,089		LCL: Chapter 10, FS 163.3180, FS 163.3202
Environmental Compliance	1,533,139	1,687,051		1,740,714		County Charter, LCL: Ch 10-Article IV Sec. 10, FS 380.021
Development and Environmental - Support Services	594,280	586,938		661,110		Supports functions of Fund 121
subtotal	2,883,321	3,151,828	9.31%	3,326,913	5.56%	
<b>Other</b>						
Veterans Services	269,391	298,055		319,689		FS 292.11
Planning	1,097,848	1,046,675		1,098,277		FS 163.3174, FS 163.3167(2)
Court House Annex	626,229	597,295		609,474		FL Constitution: Article V, FS 29.008
Property/Liability Insurance	1,369,688	1,509,839		1,791,481		
subtotal	3,363,156	3,451,864	2.64%	3,818,921	10.63%	
<b>Solid Waste</b>						
Landfill Closure	-	-		-		FS 403.707
Transfer Station	9,901,735	10,248,230		12,933,636		FS 403.706 and Interlocal Agreement
Solid Waste Management Facility	573,699	562,741		599,782		FS 403.706 and Interlocal Agreement
Hazardous Waste	823,934	848,607		884,053		FS 403.7225, FS 403.704
subtotal	11,299,368	11,659,578	3.19%	14,417,471	23.65%	
<b>TOTAL MANDATORY</b>	<b>159,874,885</b>	<b>173,118,462</b>	<b>8.28%</b>	<b>190,917,025</b>	<b>10.28%</b>	

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

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

Expenditure Summary by Category	FY22 Adopted	FY23 Adopted	% Change	FY24 Budget	% Change	Reference
<b>NON-MANDATORY</b>						
Jail Detention/Mental Health Coordination	46,088	48,029		50,553		FL Const: Article V Section 14(c), FS 29.008
Pre-Trial Release	1,712,644	1,887,069		1,897,125		Provided alternative to incarceration
Code Enforcement	533,698	535,573		547,925		Numerous Leon County Code of Laws
Community and Media Relations	836,910	904,699		1,118,092		FS 125.001
Volunteer Services	203,081	206,970		114,424		FS 125.9503, County Emergency Management Plan
Parks and Recreation	3,696,120	3,959,814		4,322,072		
Cooperative Extension	448,037	478,515		525,175		FS 1004.37
Mosquito Control	804,995	856,500		837,024		FS 388.161-162
Library	6,279,444	6,718,819		6,958,147		
Housing Services	626,259	694,834		542,203		FS 420.9075, FS 420.9079, FS 125.0103(7)
Health Department	237,345	253,709		246,183		FS 154.01
Animal Control	1,870,463	1,965,482		2,033,099		FS 828.03(1), FS 828.27 - Cruelty, FS 828.30 - Rabies, FS 588.16, LCL: Chapter 4, F.A.C 64D-3.040
Probation	1,322,305	1,401,066		1,411,404		Provides an alternative to the County Jail
Rural Waste Service Centers	757,217	783,563		829,282		
Yard Waste	236,150	343,776		348,098		
Primary Health Care	1,836,838	1,833,820		1,859,082		FS 154.011, LCL: Ch 11-Article XVII Sec. 11
Office of Sustainability	320,289	357,714		350,223		
Strategic Initiatives	897,905	945,642		911,565		
Real Estate	398,896	513,347		532,147		
subtotal	23,064,684	24,688,941	7.04%	25,433,823	3.02%	
<b>Agreements/Payments</b>						
Fire Department - City Payment	9,875,155	10,079,634		10,871,797		FS 125.01(1)d and Interlocal Agreement
City Payment - Parks Rec/Animal Shelter	1,568,268	1,634,919		1,704,403		Interlocal Agreement with City of Tallahassee
subtotal	11,443,423	11,714,553	2.37%	12,576,200	7.36%	
<b>Outside Agency Funding</b>						
Council on Culture & Arts (COCA)	1,053,667	1,457,609		1,764,468		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	1,401,426	1,805,368	28.82%	2,112,227	17.00%	
<b>Miscellaneous</b>						
Human Services CHSP	1,632,445	1,884,720		1,944,196		County Policy No. 01-04
Military Grant	33,000	33,000		33,000		County Policy No. 03-18
Summer Youth Employment	40,731	40,731		40,731		
Volunteer Fire Department	482,479	482,479		482,479		
Diversionary Funding	100,000	100,000		100,000		
Blueprint 2000	587,316	631,566		659,526		
subtotal	2,875,971	3,172,496	10.31%	3,259,932	2.76%	
<b>Event Sponsorships</b>						
Community Events	37,000	37,000		69,500		
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	21,900		21,900		Ordinance 2006-34
Veterans Day Parade	5,000	5,000		5,000		Ordinance 2006-34
subtotal	80,900	93,900	16.07%	126,400	34.61%	
<b>TOTAL NON-MANDATORY</b>	<b>38,866,404</b>	<b>41,475,258</b>	<b>6.71%</b>	<b>43,508,582</b>	<b>4.90%</b>	

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

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

Expenditure Summary by Category	FY22 Adopted	FY23 Adopted	% Change	FY24 Budget	% Change	Reference
<b>SUPPORT FUNCTIONS</b>						
Office of Management & Budget/Risk Management	1,062,466	1,201,960		1,265,593		FS 129
Facilities Management	11,856,961	12,392,397		13,728,922		FS 29.008 Maintains County Facilities
Human Resources	1,576,424	1,583,513		1,721,592		Implement Federal and State legislation regarding employment practices
Management Information Services	7,828,184	8,491,179		9,268,765		FS 29.008 Maintains all County information systems - emails, hardware, software, etc.
Purchasing	645,657	676,792		710,056		FS 274.03, FS 287, LCL: Chapter 2-Article IX Section 2.401
Geographic Information Systems	2,110,729	2,278,123		2,377,609		Interlocal Agreement with the City of Tallahassee
Consolidated Dispatch Agency (CDA)	3,348,695	3,432,711		3,804,347		Interlocal Agreement with the City of Tallahassee and Leon County Sheriff
Non-Operating (Audit, Bank Charges, etc.)	1,283,896	1,462,739		1,228,818		
<b>TOTAL SUPPORT FUNCTIONS</b>	<b>29,713,012</b>	<b>31,519,414</b>	<b>6.08%</b>	<b>34,105,702</b>	<b>8.21%</b>	
<b>RESERVES</b>						
Budgeted Contingency; all funds	297,879	210,000		1,626,951		
<b>TOTAL BUDGETED RESERVES</b>	<b>297,879</b>	<b>210,000</b>	<b>-29.50%</b>	<b>1,626,951</b>	<b>674.74%</b>	
<b>TOTAL GENERAL REVENUE SUPPORTED</b>	<b>228,752,180</b>	<b>246,323,134</b>	<b>7.68%</b>	<b>270,158,260</b>	<b>9.68%</b>	
<b>SELF SUPPORTING AND INTERNAL SERVICES</b>						
Building Inspection	2,142,963	2,238,003		2,352,766		Numerous FS cites - see division page
Fleet Management	2,838,005	3,395,084		4,573,013		
Risk Management - Workers Comp	4,617,064	5,415,000		5,783,236		Workers Compensation, Property, Liability Insurance
Communications Trust Fund	2,065,321	2,125,664		2,183,808		
Teen Court	51,309	53,110		53,405		FS 938.19, Ordinance 9-18, LCL: Ch 7-Article 2 Section 7-28
Drug Abuse Trust Fund	89,015	93,480		98,135		
Judicial Programs	280,430	306,988		292,916		FS 939.185, LCL: Ch 7-Article II Section 7-24
Other Grant Related Activity	1,306,498	1,592,883		1,806,835		
Emergency Management Grant Match	121,221	121,221		121,221		
Emergency Management Grants	242,152	258,167		273,702		
9-1-1 Funding	1,173,147	1,210,820		1,424,627		FS 365.171
Emergency Medical Services (EMS)	21,995,039	24,691,801		27,012,324		FS 125.01(1)e, LCL: Ch 8-Article III Section 8
Tourism	3,947,838	5,302,994		6,376,773		
Sewer Special Assessments	232,500	232,500		239,906		Interlocal Agreement with the City of Tallahassee
800 MHz Radio Support	1,776,591	1,681,599		1,788,926		
Huntington Oaks Plaza	105,852	106,699		111,567		
Drug & Alcohol Testing	182,622	197,052		184,447		
<b>TOTAL SELF SUPPORTING AND INTERNAL SERVICES</b>	<b>43,167,567</b>	<b>49,023,065</b>	<b>13.56%</b>	<b>54,677,607</b>	<b>11.53%</b>	
<b>TOTAL OPERATING BUDGET</b>	<b>271,931,747</b>	<b>295,346,199</b>	<b>8.61%</b>	<b>324,835,867</b>	<b>9.98%</b>	
<b>TOTAL CAPITAL BUDGET (excluding reserves)</b>	<b>22,236,439</b>	<b>22,558,022</b>	<b>1.45%</b>	<b>24,617,489</b>	<b>9.13%</b>	
<b>TOTAL CAPITAL RESERVES</b>	<b>31,255</b>	<b>-</b>	<b>-100.00%</b>	<b>-</b>	<b>0.00%</b>	
<b>GRAND TOTAL</b>	<b>294,199,442</b>	<b>317,904,222</b>	<b>8.06%</b>	<b>349,453,357</b>	<b>9.92%</b>	

- Notes:
- Definitions of categories:
    - Mandatory: Required expenditures per the Florida Constitution, Florida Statutes or the County Charter. For purposes of this exercise, there may be certain functions that have components that are non-mandatory, but the amounts are not significant enough to break-out. Although an expenditure is included in the Mandatory category, the County does not necessarily need to continue to provide the service at its current level.
    - Non-Mandatory: Expenditures that are not required.
    - Support Functions: Includes departments and programs that provide services that benefit all of County government. As with the mandatory category, portions of these functions can be performed at a lower level of service.
    - Budgeted Reserves: Includes budgeted reserves for raises and contingencies.
    - Self Supporting - Programs that have a dedicated revenue stream and therefore do not receive general revenue for support.
  - 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 2024 TENTATIVE BUDGET

## » Major Revenues

(FY 2024 REVENUE ESTIMATES PROJECTED IN MILLIONS AT 95%)

### AD VALOREM PROPERTY TAXES (\$182.14)

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 (\$6.50)

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 (\$1.42)

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 (\$4.17)

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

### ENVIRONMENTAL PERMITS (\$1.30)

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

### BUILDING PERMITS (\$1.87)

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 (\$7.34)

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 (\$15.65)

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 (\$9.47)

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 (\$2.81)

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 (\$7.01)

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 (\$8.07)

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 (\$29.21)

Funding for emergency medical services is provided by a .75 mill municipal service taxing unit (MSTU) property tax and ambulance transport fees.

### PROBATION FEES (\$0.64)

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 (\$13.49)

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 (\$11.06)

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 July 11, 2023, the Board approved a new fee schedule.

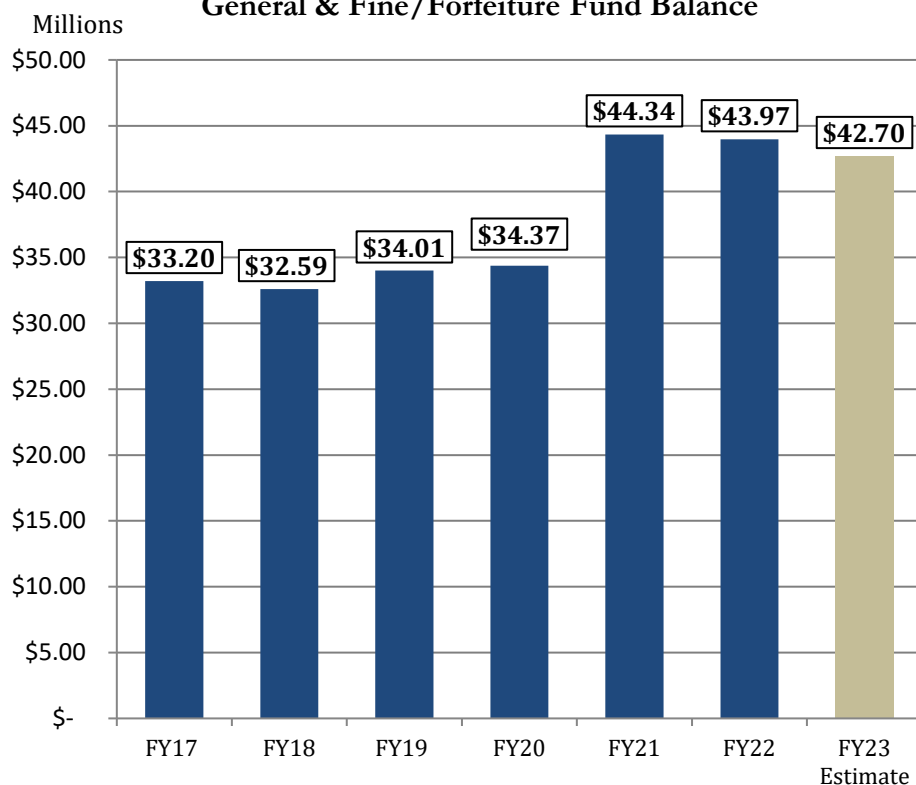
### COURT FACILITIES FEE (\$0.64)

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 2024 TENTATIVE BUDGET

## » Major Revenues

### General & Fine/Forfeiture Fund Balance

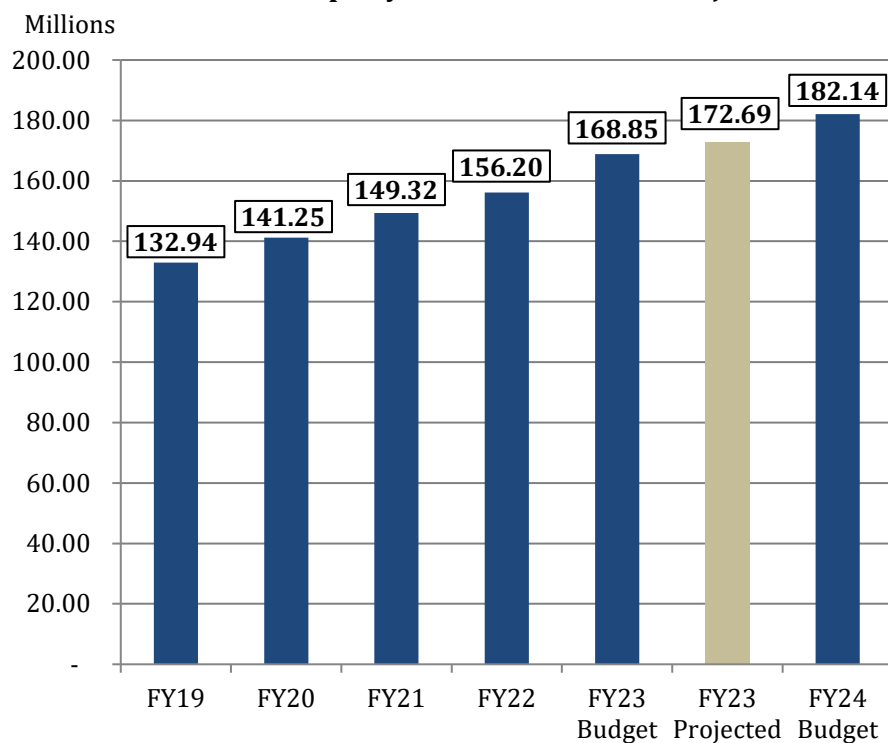


### General Fund – Fund Balance

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 2021 is \$44.34 million and the year ending fund balance for FY 2022 is \$43.97 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 2023 estimated fund balance of \$42.70 million, reflects 23% of FY 2023 operating expenditures.

To follow the Leon County Reserves Policy minimum and maximum levels, the FY 2023 General/Fine and Forfeiture Fund Balance would have to remain between \$28.3 million and \$56.6 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)).

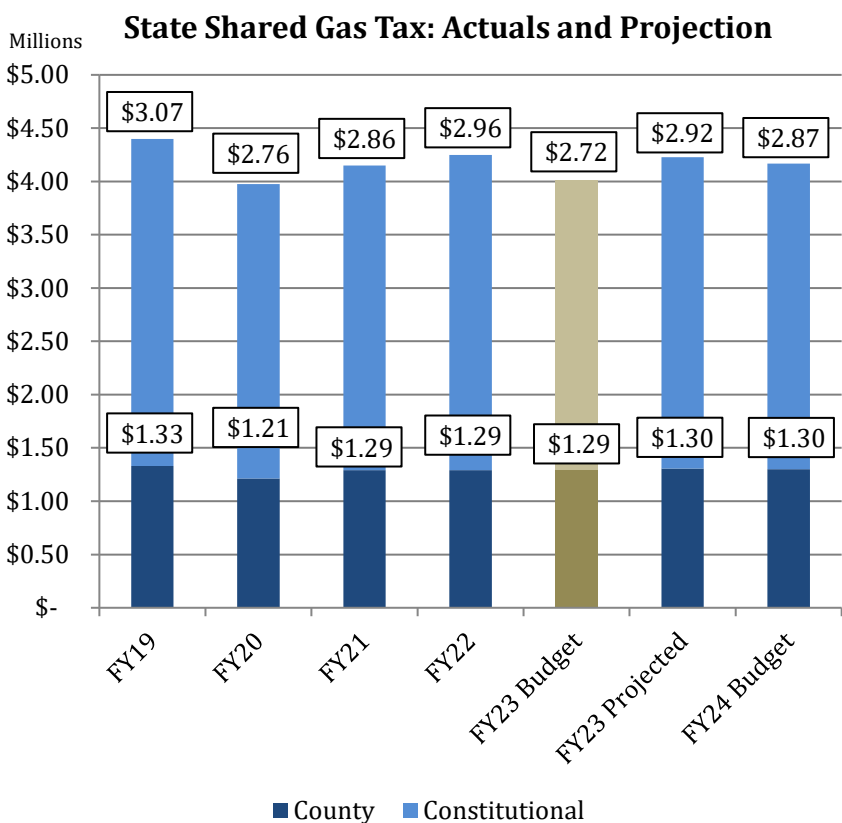
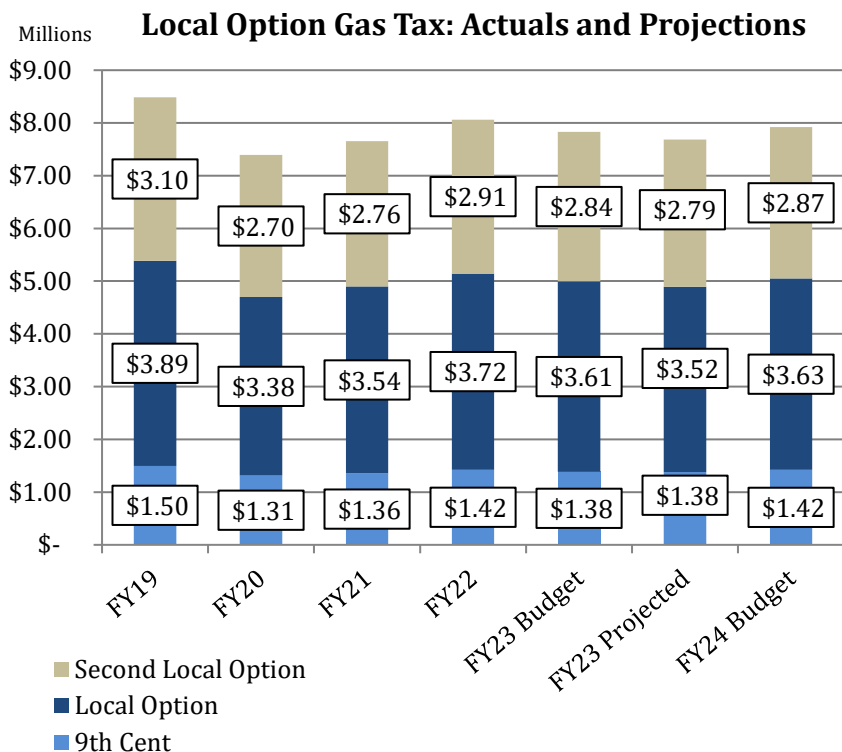
The amounts shown are the combined General Fund and Fine and Forfeiture Fund levies.

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 Fiscal Year 2024 Ad Valorem taxes projection reflects a 7.87% increase in Ad Valorem revenue collections compared to the 9.33% growth experienced in FY 2023. 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, 2023.

## LEON COUNTY FISCAL YEAR 2024 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 2023 projections for this consumption-based tax is 1.9% lower than budgeted. The FY 2024 budget projects a nominal increase over the FY 2023 budget.

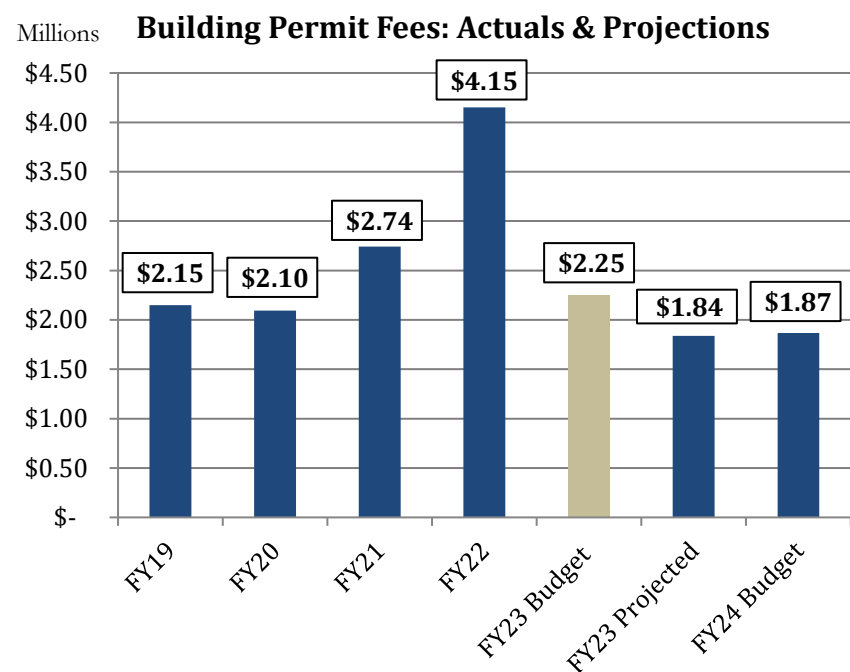
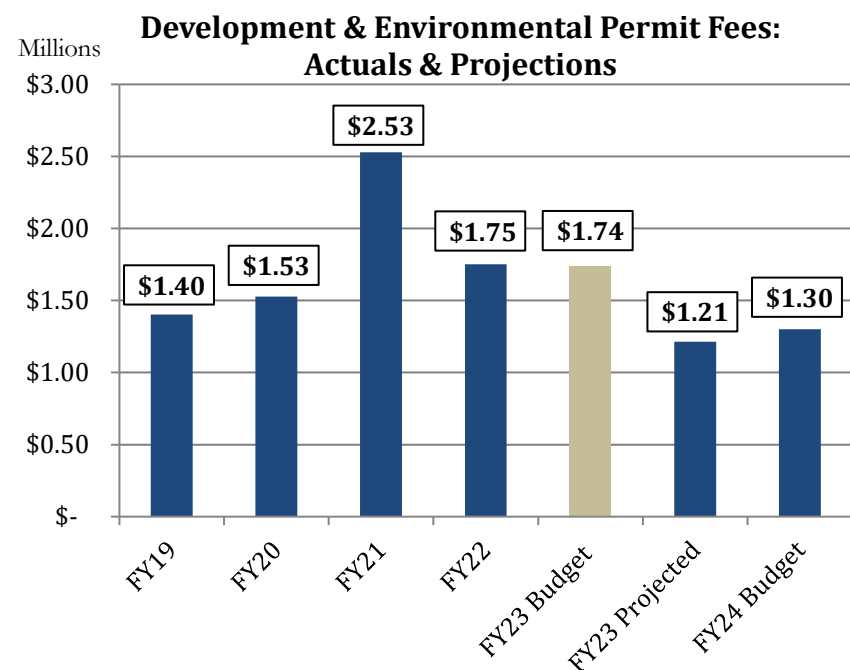
**State Shared Gas Tax:**

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 2023 projections for this consumption-based tax are 5.4% higher than budgeted. The FY 2024 budget projects an 1.4% decrease over the FY 2023 projection, due primarily to the continued fluctuations in the market for crude oil and the shift in consumers driving more fuel-efficient or electric vehicles.

## LEON COUNTY FISCAL YEAR 2024 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 2023 Environmental Permit Fees are anticipated to come in 30.2% less than budgeted, reflecting a reduction of growth in environmental permit activity. FY 2024 estimated budget reflects an 25.2% decrease over the FY 2023 budgeted amount. The major increase in FY 2021 is related to a permitting application for the Amazon Fulfillment Center. The projected decline in FY 2024 is due to reduced development in a higher interest rate environment as the Federal Reserve fights inflation.

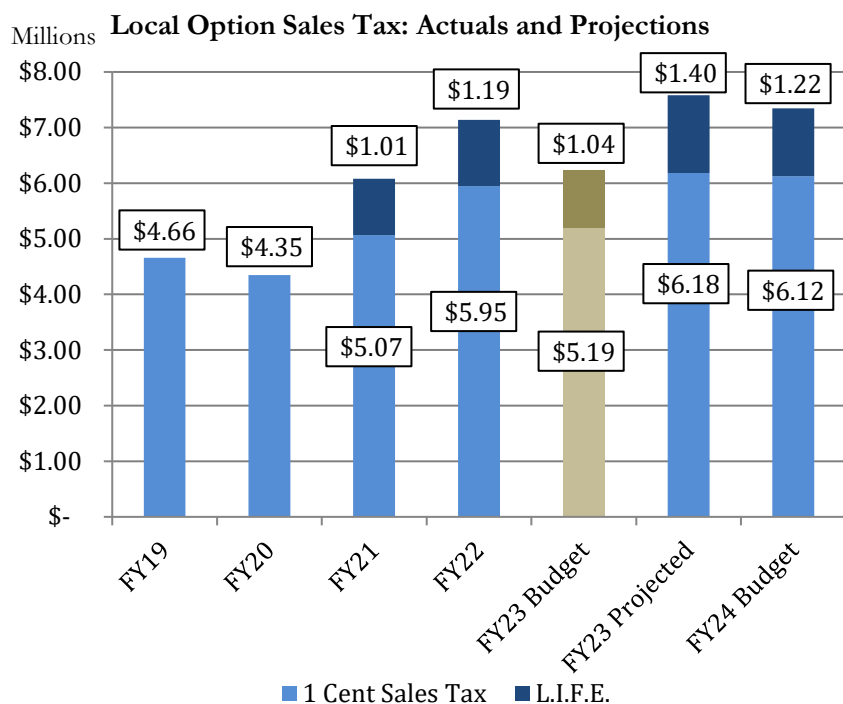
### Building Permit Fees:

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 a 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 2023 indicate a 55.7% decrease in revenues collected in FY 2022, which were inflated due to the fee collected from the Amazon Fulfillment Center. The FY 2024 budget reflects decline of growth in permitting activity with a nominal decrease over the FY 2023 budgeted amount. This decrease is related to interest rate increases by the Federal Reserve which has impacted mortgage lending rates.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Major Revenues

**Local Option Sales Tax:**

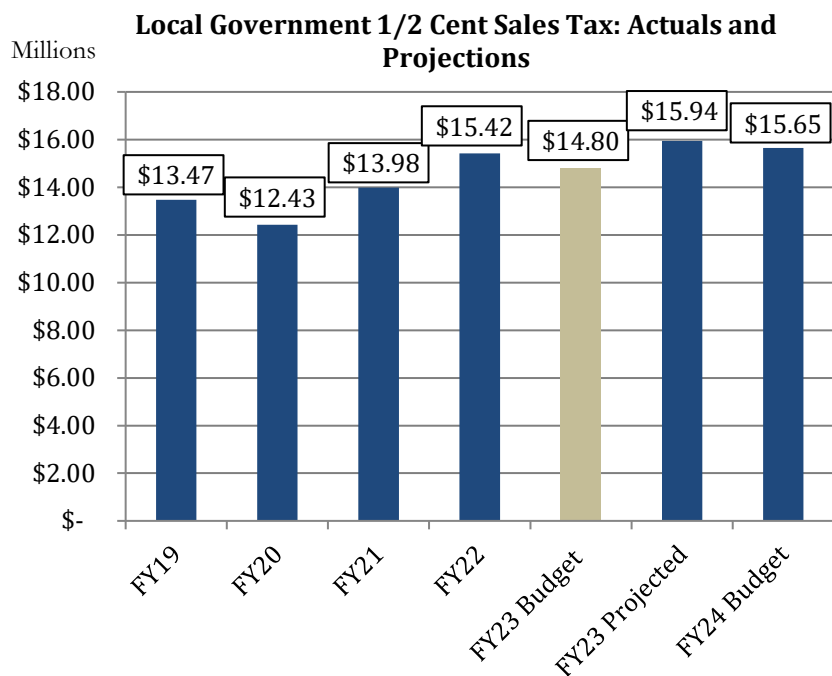
**1 Cent Sales Tax:** The Local Option Sales Tax is a 1-cent sales tax on all transactions up to \$5,000. In the November 2014 referendum, the sales tax was extended for another 20 years beginning in 2020. The revenues are distributed at a rate of 10% to the County, 10% to the City, and 80% to Blueprint 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 6.3% more than FY 2022 due to high consumer spending. The FY 2024 budget reflects a 3.0% increase over FY 2022 actuals but a 3.1% decline over the projected collections for FY 2023 representing slower economic growth related to a moderation in consumer spending.

**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.

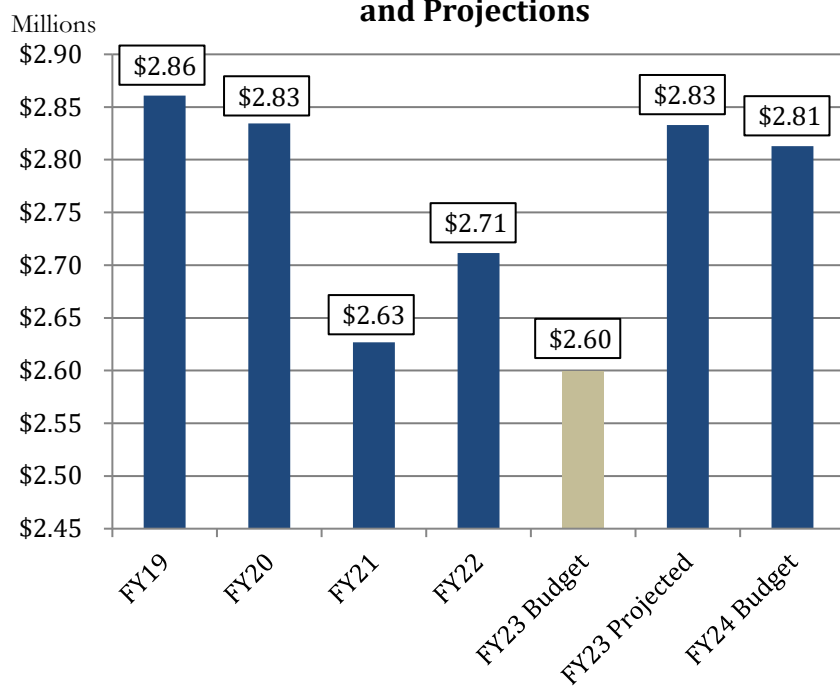
The amounts shown are the County's share only.

Leon County is projected to receive 7.7% more than budgeted for FY 2023 due to increased consumer spending. The FY 2024 budget shows a 5.7% increase over the FY 2023 budget.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Major Revenues

### Local Communication Services Tax: Actuals and Projections



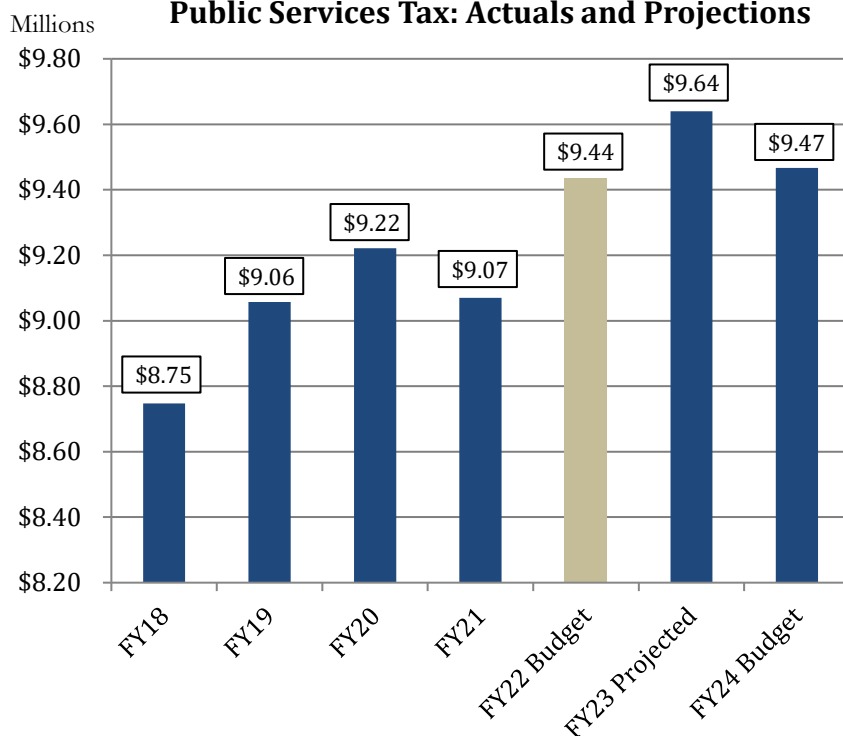
#### Communication Services Tax:

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 2023 revenues are anticipated to come in at 9.0% higher than budgeted, and the FY 2024 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:

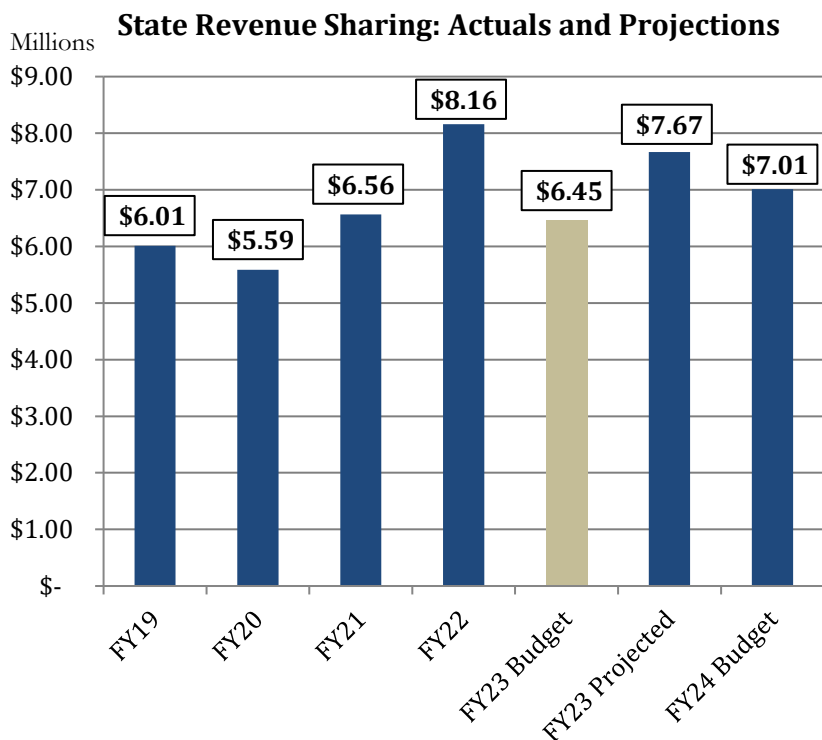
The Public Services Tax is a 10% tax levied upon each purchase of electricity, water, and metered or bottled gas within the unincorporated areas of the County. It is also levied at \$0.04 per gallon on the purchase of fuel oil within the unincorporated areas of the County. This tax became effective on 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 2023 revenue projection shows a 6.3% increase over collections in FY 2022 and a 2.1% increase over the FY 2023 budget. The FY 2024 budget remains level with the FY 2023.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

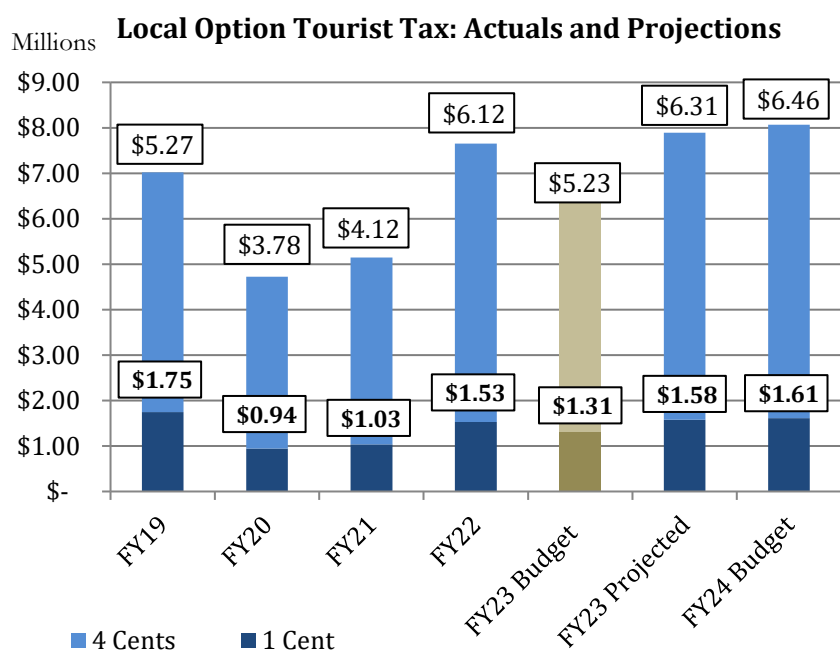
# » Major Revenues



### State Revenue Sharing:

The Florida Revenue Sharing Act of 1972 was an attempt by the Legislature to ensure a minimum level of parity across units of local government when distributing statewide revenue. Currently, the Revenue Sharing Trust Fund for Counties receives 2.9% of the net cigarette tax collections and 2.25% of sales and use tax collections. On July 1, 2004, the distribution formula reduced the County's share to 2.044% or a net reduction of approximately 10%. The sales and use tax collections provide 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 18.9% more than budgeted for FY 2023 due to increased consumer spending. The FY 2022 increase is due to the annual true-up. At the end of the State's fiscal year, the revenues are "trued-up" based on actual collections and allocated to counties using the distribution formula. The FY 2024 budget is 8.6% less than FY 2023 projections as consumer spending is anticipated to moderate subsequent to the Federal Reserve raising interest rates to constrain inflation.



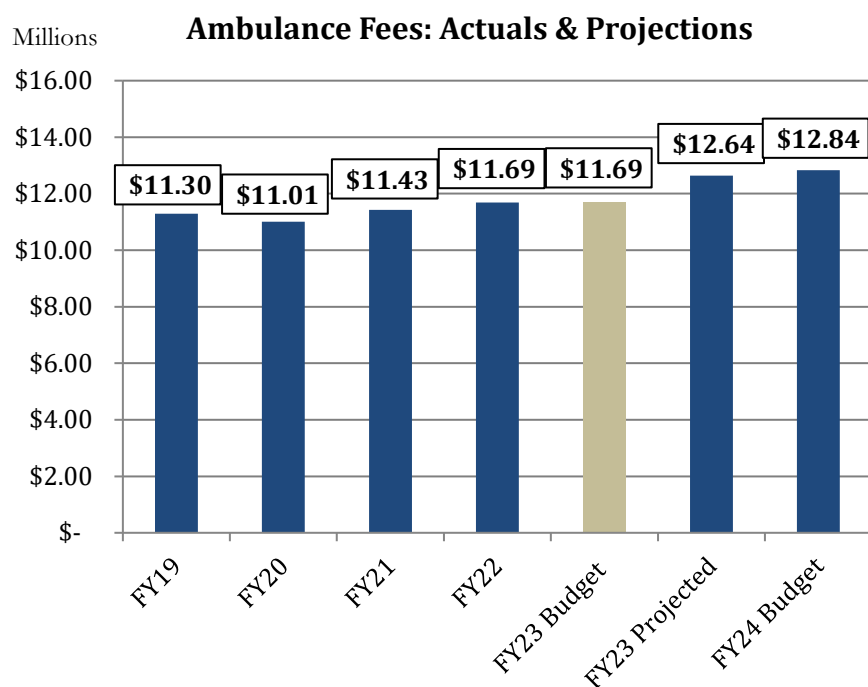
### Local Option Tourist Tax:

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 2023 projected collection shows a 20.7% increase over the budgeted amount as the tourism economy is rebounding much faster than anticipated, coupled with an increased inventory of hotel rooms, which have resulted in a significant increase. FY 2024 anticipates a stabilization of growth.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Major Revenues



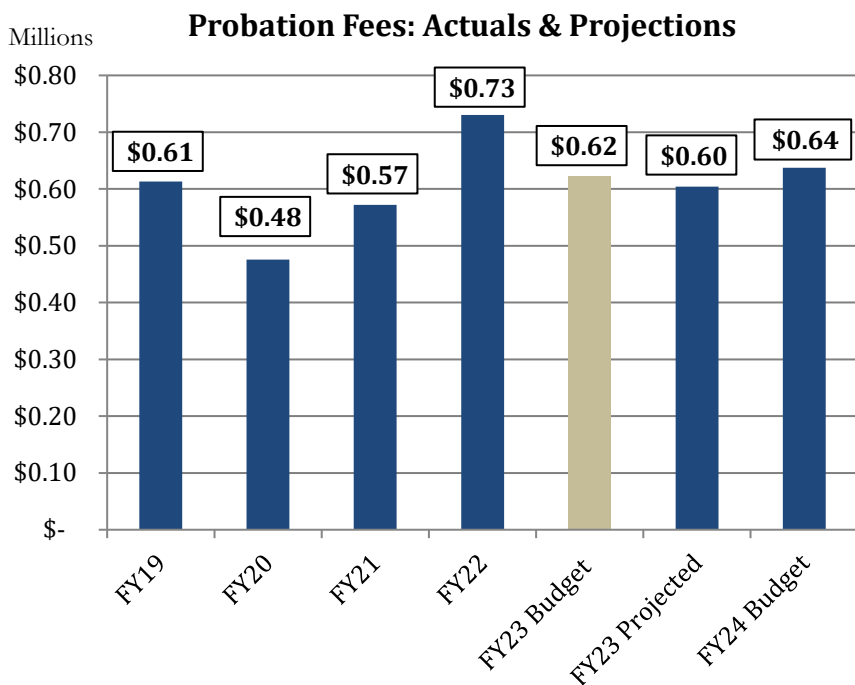
### Ambulance Fees:

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 2023 are projected to increase by 8.1% 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.

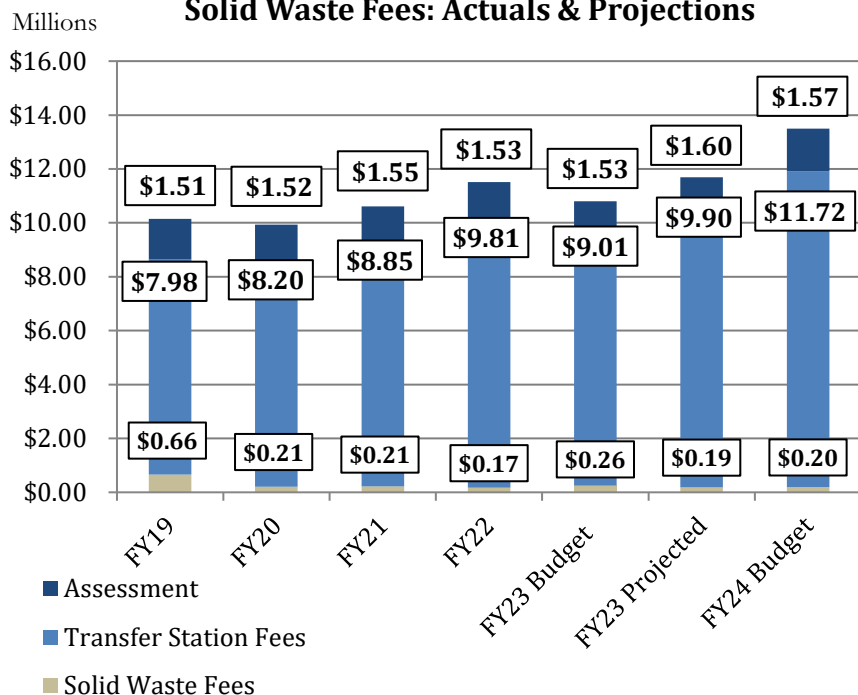
The effects of COVID-19 can be seen in Pre-Trial and Probation Fees in FY 2020 and FY 2021 in decline in fees collected during COVID closure as well as the spike in FY 2022 when the courts resumed hearings. FY 2023 projected revenues are expected to be 3.1% lower than the budget and the FY 2024 budget projects a nominal increase over the FY 2023 budget.



LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Major Revenues

**Solid Waste Fees: Actuals & Projections**



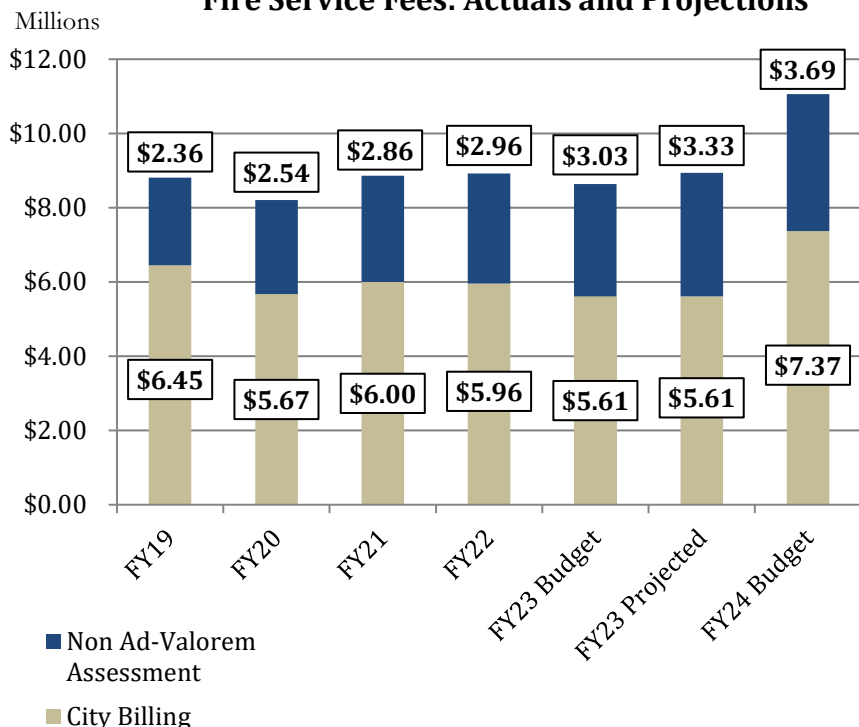
**Solid Waste Fees:**

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

In October 2008, the County entered into a contractual agreement with Marpan Recycling. The Solid Waste Management Facility 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 2023 revenue estimates project an 8.3% increase over the budgeted amount due to a rise in material brought to the Transfer Station. The FY 2024 budget reflects a 15.5% increase over the FY 2023 budget as a result of increased transfer station tipping fees due to inflationary costs of operating the transfer station.

**Fire Service Fees: Actuals and Projections**



**Fire Service Fees:**

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

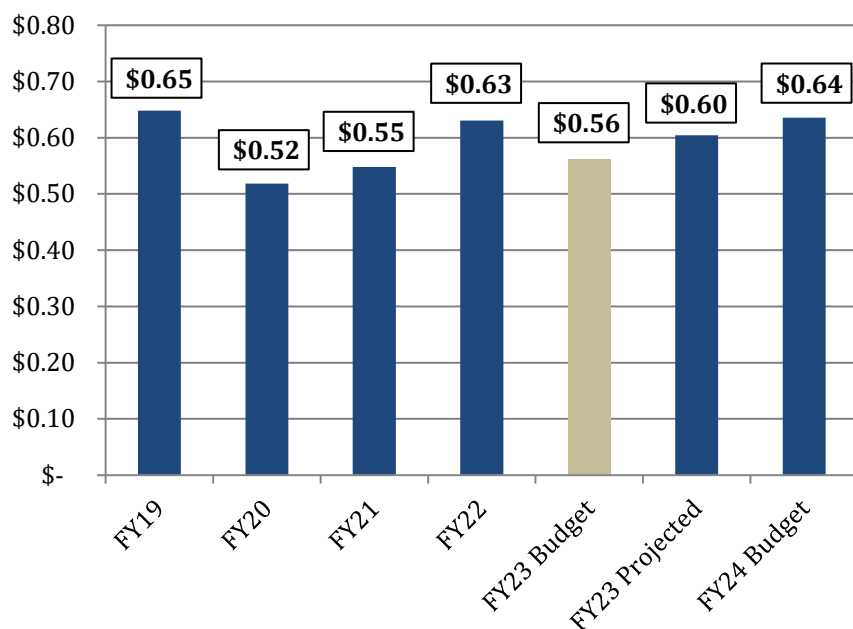
This fee was adopted June 9, 2009 and is charged as a flat fee to single family homes and on a square footage basis to businesses in the unincorporated area of the County to pay for fire services. On May 9, 2023, the Board approved a planned increase of the fire services rescue fee to adequately fund the County's share of the Fire Department.

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 2024 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 as reflected in FY 2020 and FY 2021. The FY 2023 projections indicate a 7.7% increase from the budgeted amount and the FY 2024 budget is 13.2% higher than the prior year budget due to an increase in ticket violations as normal driving has resumed.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Recommended Position Changes

## Positions Additions and Deletions

Leon County Government	FTE	Impact
<u>Office of Public Safety</u> <sup>1</sup>		
<b>Emergency Medical Services</b>		
Paramedic	4.00	\$ 349,688
Emergency Medical Technician	4.00	\$ 284,664
Overtime Off-set		\$ (287,232)
<b>Total EMS</b>	<b>8.00</b>	<b>\$ 347,120</b>

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**Total Leon County Government**                      **8.00**   **\$ 347,120**

Judicial and Constitutionals	FTE	Impact
<u>Constitutionals</u>		
<b>Clerk of Court &amp; Comptroller</b>		
Accountant II	1.00	\$ 52,397
<b>Total Clerk of Court &amp; Comptroller</b>	<b>1.00</b>	<b>\$ 52,397</b>
<b>Total Constitutionals</b>	<b>1.00</b>	<b>\$ 52,397</b>

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**Total County, Judicial and Constitutionals**                      **9.00**   **\$ 399,517**

## Notes:

1. EMS will have an addition of eight positions added to maintain current service levels and ensure adequate resources are available for the increased demand for services. The cost of the additional positions is net of an offsetting reduction in overtime.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

### Authorized Position Summary

#### Board of County Commissioners

Authorized Positions	FY 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 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 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
County Administration	5.00	5.00	7.00	0.00	7.00	7.00	7.00	7.00	7.00
Strategic Initiatives	14.50	14.50	15.50	0.00	15.50	15.50	15.50	15.50	15.50
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	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	40.50	40.50	42.50	0.00	42.50	42.50	42.50	42.50	42.50

#### Office of Information and Technology

Authorized Positions	FY 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 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 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
County Attorney	11.00	11.00	11.00	0.00	11.00	11.00	11.00	11.00	11.00
	11.00	11.00	11.00	0.00	11.00	11.00	11.00	11.00	11.00

#### Department of Public Works

Authorized Positions	FY 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
PW Support Services	4.00	4.00	4.00	0.00	4.00	4.00	4.00	4.00	4.00
Operations	137.00	141.00	141.00	0.00	141.00	141.00	141.00	141.00	141.00
Engineering Services	37.00	37.00	37.00	0.00	37.00	37.00	37.00	37.00	37.00
Fleet Management	8.00	8.00	8.00	0.00	8.00	8.00	8.00	8.00	8.00
	186.00	190.00	190.00	0.00	190.00	190.00	190.00	190.00	190.00

#### Department of Development Support & Environmental Management

Authorized Positions	FY 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
DS Support Services	6.65	5.65	5.65	0.00	5.65	5.65	5.65	5.65	5.65
Code Compliance Services	5.50	5.35	5.35	0.00	5.35	5.35	5.35	5.35	5.35
Building Plans Review & Inspection	24.95	26.10	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	8.00	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 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 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 2024 TENTATIVE BUDGET

### Authorized Position Summary

#### Office of Financial Stewardship

Authorized Positions	FY 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
Office of Management and Budget	8.00	8.00	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
	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	<b>0.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>

#### Division of Tourism

Authorized Positions	FY 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
Tourism	12.00	14.00	14.00	0.00	14.00	14.00	14.00	14.00	14.00
	<b>12.00</b>	<b>14.00</b>	<b>14.00</b>	<b>0.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>

#### Office of Library Services

Authorized Positions	FY 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
Library Services	87.70	85.70	81.70	0.00	81.70	81.70	81.70	81.70	81.70
	<b>87.70</b>	<b>85.70</b>	<b>81.70</b>	<b>0.00</b>	<b>81.70</b>	<b>81.70</b>	<b>81.70</b>	<b>81.70</b>	<b>81.70</b>

#### Office of Public Safety

Authorized Positions	FY 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
Emergency Medical Services	145.80	161.40	164.60	8.00	172.60	172.60	172.60	172.60	172.60
Animal Control	7.00	7.00	7.00	0.00	7.00	7.00	7.00	7.00	7.00
	<b>152.80</b>	<b>168.40</b>	<b>171.60</b>	<b>8.00</b>	<b>179.60</b>	<b>179.60</b>	<b>179.60</b>	<b>179.60</b>	<b>179.60</b>

#### Office of Intervention & Detention Alternatives

Authorized Positions	FY 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
County Probation	16.00	16.00	16.00	0.00	16.00	16.00	16.00	16.00	16.00
Supervised Pretrial Release	16.00	16.00	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
	<b>34.00</b>	<b>34.00</b>	<b>34.00</b>	<b>0.00</b>	<b>34.00</b>	<b>34.00</b>	<b>34.00</b>	<b>34.00</b>	<b>34.00</b>

#### Office of Human Services & Community Partnerships

Authorized Positions	FY 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
Human Services	2.00	3.00	4.00	0.00	4.00	4.00	4.00	4.00	4.00
Veteran Services	3.00	3.00	3.00	0.00	3.00	3.00	3.00	3.00	3.00
Housing Services	7.00	7.00	6.00	0.00	6.00	6.00	6.00	6.00	6.00
	<b>12.00</b>	<b>13.00</b>	<b>13.00</b>	<b>0.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>

#### Office of Resource Stewardship

Authorized Positions	FY 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 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	33.00	33.00	35.00	0.00	35.00	35.00	35.00	35.00	35.00
Facilities Management	48.00	49.00	49.00	0.00	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
	<b>111.65</b>	<b>113.65</b>	<b>115.65</b>	<b>0.00</b>	<b>115.65</b>	<b>115.65</b>	<b>115.65</b>	<b>115.65</b>	<b>115.65</b>
<b>County Total</b>	<b>825.15</b>	<b>847.75</b>	<b>850.95</b>	<b>8.00</b>	<b>858.95</b>	<b>858.95</b>	<b>858.95</b>	<b>858.95</b>	<b>858.95</b>

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

### Authorized Position Summary

#### Constitutional

Authorized Positions	FY 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
Clerk of the Circuit Court	170.00	170.00	170.00	1.00	171.00	171.00	171.00	171.00	171.00
Property Appraiser	52.00	52.00	52.00	0.00	52.00	52.00	52.00	52.00	52.00
Sheriff	682.00	682.00	682.00	0.00	682.00	682.00	682.00	682.00	682.00
Supervisor of Elections	21.00	22.00	22.00	0.00	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
	1,011.00	1,012.00	1,012.00	1.00	1,013.00	1,013.00	1,013.00	1,013.00	1,013.00

#### Judicial

Authorized Positions	FY 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
Court Administration	3.00	4.00	4.00	0.00	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	9.50	9.50	0.00	9.50	9.50	9.50	9.50	9.50

#### Non-Operating

Authorized Positions	FY 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
Other Non-Operating <sup>2</sup>	4.50	4.50	5.50	0.00	5.50	5.50	5.50	5.50	5.50

#### Grants Administration

Authorized Positions	FY 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 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 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
Total Full-Time Equivalents (FTE)	1,849.15	1,873.75	1,877.95	9.00	1,886.95	1,886.95	1,886.95	1,886.95	1,886.95

2. The Deputy Director-Business Vitality & Intelligence, MWBE Coordinator, Business Development Manager, and Business Outreach & Marketing Coordinator 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 interlocal agreement. The County shares the funding of MWSBE, with the City, County and Blueprint providing 1/3 of the funding for this program.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

### Authorized OPS Position Summary

#### Department of Public Works

OPS Positions	FY 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 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 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 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 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
Office of Management and Budget	0.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	0.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00

#### Division of Tourism

OPS Positions	FY 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected
Tourism	0.50	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	0.50	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00

#### Office of Library Services

OPS Positions	FY 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 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 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 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 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 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 2022 Actual	FY 2023 Adopted	FY 2024 Continuation	FY 2024 Issues	FY 2024 Tentative	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 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>9.00</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>
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## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Fund Balance

Org Fund Title	FY21	FY22	FY23 Estimate			% Change(+/-)
	Actual	Actual	Rev	Exp.	Year End	
<b>General &amp; Fine and Forfeiture Funds * (A)</b>						
001 General Fund	41,882,855	42,178,013	128,548,130	87,017,304	41,530,826	-1.53%
110 Fine and Forfeiture Fund	2,457,187	1,789,316	102,996,768	101,831,782	1,164,986	-34.89%
<b>Subtotal:</b>	<b>44,340,042</b>	<b>43,967,329</b>	<b>231,544,898</b>	<b>188,849,086</b>	<b>42,695,812</b>	<b>-2.89%</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 (B)	5,579,389	7,859,549	24,289,332	17,818,077	6,471,256	-17.66%
111 Probation Services Fund (C)	4,821	404,348	4,258,356	3,632,562	625,795	54.77%
114 Teen Court Fund	58,232	0	63,900	65,075	0	N/A
116 Drug Abuse Trust Fund	128,348	162,149	201,305	46,740	154,565	-4.68%
117 Judicial Programs Fund	570,221	534,407	689,852	152,647	537,204	0.52%
120 Building Inspection Fund (D)	1,368,166	3,222,536	5,096,152	2,554,441	2,541,711	-21.13%
121 Development Support Fund (D)	2,274,352	2,464,269	5,973,878	3,989,807	1,984,071	-19.49%
123 Stormwater Utility Fund (E)	2,050,944	2,057,326	7,188,830	5,262,431	1,926,398	-6.36%
124 SHIP Trust Fund	25,247	0	1,733,134	1,729,514	3,620	N/A
125 Grants	369,483	419,599	34,905,769	25,891,988	9,013,781	2048.19%
126 Non-Countywide General Revenue Fund (F)	5,815,486	10,856,896	26,845,985	24,281,754	2,564,231	-76.38%
127 Grants (G)	191,235	210,295	3,188,795	3,168,924	19,871	-90.55%
130 911 Emergency Communications Fund	0	0	1,513,971	1,178,373	335,598	N/A
131 Radio Communications Systems Fund (H)	164,891	165,878	166,488	0	166,488	N/A
135 Emergency Medical Services Fund	7,314,816	6,995,587	36,862,545	30,405,908	6,456,637	-7.70%
137 American Recovery Plan Act (ARPA) Fund (G)	0	4,771,743	32,598,662	31,761,510	837,152	N/A
140 Municipal Service Fund (I)	373,424	294,476	10,409,619	9,537,731	871,889	196.08%
145 Fire Services Fund (J)	1,857,960	1,047,908	12,021,191	10,505,906	1,515,285	44.60%
160 Tourism Fund (1st-5th Cents) (K)	3,166,195	7,650,018	15,663,030	10,111,541	5,551,489	-27.43%
160 Tourism Cultural, Visual Arts, Heritage (K)	5,163,084	2,049,072	2,049,072	2,049,072	0	-100.00%
162 Special Assessment Paving Fund	2,265	628	101,378	101,000	378	-39.81%
164 Special Assessment Sewer Fund	21,884	24,452	268,706	237,500	31,206	27.62%
165 Bank of America Building Operating Fund (L)	1,249,741	1,831,531	3,148,819	1,737,354	1,411,465	-22.94%
166 Huntington Oaks Plaza Fund	265,922	412,040	851,403	646,313	205,090	-50.23%
<b>Subtotal:</b>	<b>38,016,105</b>	<b>53,434,707</b>	<b>230,090,172</b>	<b>186,866,168</b>	<b>43,225,179</b>	<b>-19%</b>
<b>Capital Projects Funds</b>						
305 Capital Improvements Fund (M)	25,051,524	23,952,945	50,621,755	50,156,300	465,455	-98.06%
306 Gas Tax Transportation Fund (N)	10,848,484	10,684,363	22,054,876	19,839,412	2,215,464	-79.26%
308 Local Option Sales Tax Fund (O)	4,319,173	3,953,544	4,175,717	4,009,592	166,125	-95.80%
309 Local Option Sales Tax Extension Fund (P)	2,007,220	1,622,076	1,838,887	1,593,474	245,413	-84.87%
324 Supervisor of Elections Building	2,070,746	557,685	557,685	567,077	0	N/A
330 911 Capital Projects Fund	4,185,709	8,533,150	8,771,538	84,585	8,686,953	1.80%
351 Sales Tax Extension 2020 (Q)	4,949,233	8,906,001	15,468,964	10,492,400	4,976,564	-44.12%
352 Sales Tax Extension 2020 JPA Agreement (Q)	3,550,196	5,174,099	10,695,648	9,914,095	781,553	-84.89%
<b>Subtotal:</b>	<b>56,982,286</b>	<b>63,383,862</b>	<b>114,185,070</b>	<b>96,656,935</b>	<b>17,537,527</b>	<b>-72.33%</b>
<b>Enterprise Funds</b>						
401 Solid Waste Fund (R)	518,224	64,546	13,307,917	23,176,130	-9,868,213	N/A
<b>Subtotal:</b>	<b>518,224</b>	<b>64,546</b>	<b>13,307,917</b>	<b>23,176,130</b>	<b>-9,868,213</b>	<b>N/A</b>



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Fund Balance

Org Fund Title	FY21	FY22	FY23 Estimate			% Change(+/-)
	Actual	Actual	Rev	Exp.	Year End	
<b>Internal Service Funds</b>						
501 Insurance Service Fund	-258,358	1,494,691	7,165,355	5,764,976	1,400,379	N/A
502 Communications Trust Fund	173,833	382,121	1,901,370	1,485,590	415,780	N/A
505 Motor Pool Fund	-1,162,267	411,798	3,840,451	3,222,908	617,544	N/A
<b>Subtotal:</b>	<b>-1,246,792</b>	<b>2,288,610</b>	<b>12,907,176</b>	<b>10,473,474</b>	<b>2,433,702</b>	<b>6.34%</b>
<b>TOTAL:</b>	<b>138,609,865</b>	<b>163,139,053</b>	<b>602,035,233</b>	<b>506,021,794</b>	<b>96,024,007</b>	<b>-41.14%</b>

Notes:

Balances are estimated as year ending for FY 2023 and may be changed pending final audit adjustments.

A. The FY 2023 estimated year-ending fund balance in the General & Fine and Forfeiture Funds reflects the use of \$1.2 million in General Fund Balance and \$2.8 million in American Rescue Plan Act (ARPA) funding to balance the FY 2023 budget. Additionally, as approved by the Board at the June 20, 2023 Budget Workshop, the remaining \$2.1 million in ARPA revenue replacement funding was appropriated in FY 2023 to support the capital improvement program.

B. A review of fund reserves in FY 2023 indicated that \$3.9 million in Transportation Trust fund balance above policy minimums were available to support the transportation capital program. To ensure infrastructure improvements continue and heavy equipment and vehicle purchases are not delayed due to supply chain issues, this funding was advanced funded in FY 2023.

C. The increase in the Pre-Trial & Probation Fund is due to an increase in revenues as the courts have navigated reopening and sentencing following COVID-19 guidelines.

D. The decrease in the Building Inspection and Development and Environmental Services funds is due to a slow down in the construction economy following the previous low interest rate environment enacted to combat the impacts of COVID on the economy. The Building fund in particular is experiencing a significant decline in single family building permit revenue due to the Federal Reserve increasing interest rates to counter high inflation. The higher interest rates have slowed the new home construction market.

E. As approved by the Board at the June 20, 2023 Budget Workshop, the decrease in the Stormwater Utility Fund is due to the appropriation of \$946,212 in available fund balance to support stormwater infrastructure and preventative maintenance capital improvement projects. To ensure infrastructure improvement projects continue and are not delayed due to supply chain issues, this funding was advanced funded in FY 2023.

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. A review of non-countywide general revenue reserves in FY 2023 indicated that \$10.9 million in fund balance was available to support one-time capital improvement projects. To ensure projects are not delayed, the \$10.9 million was advanced funded in FY 2023 for new and replacement vehicles, Parks and Greenways capital maintenance, Sheriff capital maintenance for the Detention Facility, and funding for roofing, mechanical and general building maintenance and repairs.

G. This fund is used to separate grants that are interest bearing grants. The FY 2022 balance contemplates remaining funds from the US Treasury allocations for Emergency Rental Assistance Programs (ERAP) 1 and 2 in response to the COVID-19 pandemic. The remaining ERAP funds in Fund 127 will be spent in FY 2023. 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. The increase in fund balance for the Municipal Services Fund is due to the receipt of additional revenue related to and increase in utility rate and the under expenditure of budget related to position vacancies during the year.

J. The increase Fire Services fund balance is due to additional housing and commercial properties finishing construction.

K. The Tourist Development Tax is reflected in two separate fund balances. Currently five-cents support the Tourism Division marketing, promotion, and cultural re-granting activities. The fund balance previously established by the one cent for the performing arts center is now dedicated to being expended on cultural, visual arts and heritage funding programs pursuant to the interlocal agreement between the County, City and Community Redevelopment Agency. As reflected in the FY 2023 estimated balance, the Board allocated the remaining \$2 million in one-cent fund balance for three grant proposals supporting approved programs. The FY 2021 year-end five cents fund balance includes \$1.85 million of ARPA revenue loss replacement funding to enhance tourism marketing due to the impacts of COVID-19 on the tourism economy. FY 2022 year-ending balance reflects the appropriation of \$885,000 of fund balance to support building improvements related to the renovation of the Historic Train Station which now houses the Tourism Division. The FY 2023 balance reflects the use of \$291,318 in available fund balance to support the 2024 Bicentennial events and marketing and the 2026 World Cross Country Championships.

L. FY 2023 available fund balance for the Leon County Annex Building Operating Fund includes appropriated fund balance for Capital Improvements for building renovations, landscaping, and tenant improvements.

M. The Capital Projects balances are accumulated for purposes of funding projects that are often multi-year in nature. Balances reflected are often programmed as part of the five-year plan.

N. The transportation capital program continues to focus on repaving, sidewalks, and maintaining the transportation stormwater system. Fuel consumption has returned to pre-pandemic levels as more people are resuming working from the office and leisure travel, resulting in more vehicle activity.

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. Additionally, current interest accrued in the fund is being allocated to support critical maintenance needs at the Sheriff Facilities.

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.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Fund Balance

Org Fund Title	FY21	FY22	FY23 Estimate			% Change(+/-)
	Actual	Actual	Rev	Exp.	Year End	

Q. The 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.

R. The landfill is currently being closed, drawing down the closure reserves to pay for the final capping of the landfill. The FY 2023 year end fund balance includes funding for the Landfill Closure capital improvement project. 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 reflects that 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. As part of the implementation of the FY 2021 Multi-year Fiscal Plan, the County avoided raising the non-ad valorem assessment by increasing the general revenue transfer to support increases in the recycling hauling and the disposal contract and the elimination of the Rural Waste Service Center (RWSC) fees.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Fund Balance

Fund	Fund Title	FY23	FY24	Policy (A)	Policy (A)	FY24: 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	41,530,826	91,386,766	13,708,015	27,416,030	571,290	40,959,536	
110	Fine and Forfeiture Fund	1,164,986	110,640,135	16,596,020	33,192,041	0	1,164,986	
	<b>Subtotal:</b>	<b>42,695,812</b>	<b>202,026,901</b>	<b>30,304,035</b>	<b>60,608,070</b>	<b>571,290</b>	<b>42,124,522</b>	<b>0</b>
<b>Special Revenue Funds (C)</b>								
106	County Transportation Trust Fund	6,471,256	18,664,145	2,799,622	5,599,244	0	5,599,244	872,012
111	Probation Services Fund	625,795	4,133,163	619,974	1,239,949	0	625,795	0
114	Teen Court Fund	0	64,220	9,633	19,266	0	0	0
116	Drug Abuse Trust Fund	154,565	98,135	14,720	29,441	55,092	29,441	70,032
117	Judicial Programs Fund	537,204	349,505	52,426	104,852	178,885	104,852	253,468
120	Building Inspection Fund	2,541,711	2,908,161	436,224	872,448	937,201	872,448	732,062
121	Development Support & Environ. Mgmt.	1,984,071	4,713,265	706,990	1,413,980	0	1,413,980	570,091
123	Stormwater Utility Fund	1,926,398	6,571,742	985,761	1,971,523	0	1,926,398	0
124	Ship Trust Fund	3,620	1,205,109	180,766	361,533	0	3,620	0
125	Grants	9,013,781	938,977	140,847	281,693	0	281,693	8,732,088
126	Non-Countywide General Revenue Fund	2,564,231	25,892,830	3,883,925	7,767,849	0	2,564,231	N/A
127	Grants	19,871	60,000	9,000	18,000	0	18,000	1,871
130	911 Emergency Communications Fund	335,598	1,529,627	229,444	458,888	0	335,598	0
135	Emergency Medical Services Fund	6,456,637	33,122,506	4,968,376	9,936,752	138,759	6,317,878	0
137	American Rescue Plan Act (ARPA)	837,152	0	0	0	0	0	837,152
140	Municipal Service Fund	871,889	10,127,284	1,519,093	3,038,185	0	871,889	0
145	Fire Services Fund	1,515,285	11,538,902	1,730,835	3,461,671	0	1,515,285	0
160	Tourism Fund (1st-5th Cents)	5,551,489	8,317,838	1,247,676	2,495,351	16,594	2,495,351	3,039,543
160	Tourism: Cultural, Visual Arts, Heritage	0	0	0	0	0	0	0
162	Special Assessment Paving Fund	378	140,133	21,020	42,040	0	378	n/a
164	Killearn Lakes Units I & II Sewer	31,206	244,906	36,736	73,472	0	31,206	0
165	County Government Annex Operating Fund	1,411,465	1,531,875	229,781	459,563	0	459,563	951,902
166	Huntington Oaks Plaza Fund	205,090	442,819	66,423	132,846	0	132,846	72,244
	<b>Subtotal:</b>	<b>43,058,691</b>	<b>132,595,142</b>	<b>19,889,271</b>	<b>39,778,543</b>	<b>1,326,531</b>	<b>25,599,693</b>	<b>16,132,467</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	465,455				0	n/a	465,455
306	Gas Tax Transportation Fund	2,215,464				1,449,890	n/a	765,574
308	Local Option Sales Tax Fund	166,125				0	n/a	166,125
309	Local Option Sales Tax Extension Fund	245,413						
330	911 Capital Projects Fund	8,686,953				69,782	n/a	0
351	351 Sales Tax Extension 2020	4,976,564				0	n/a	4,976,564
352	352 Sales Tax Ext 2020 - JPA	781,553				0	n/a	781,553
	<b>Subtotal:</b>	<b>17,537,527</b>				<b>1,519,672</b>	<b>0</b>	<b>1,397,154</b>
<b>Enterprise Funds (D)</b>								
401	Solid Waste Fund (E)	0	18,052,445	2,707,867	5,415,734	0	0	0
	<b>Subtotal:</b>	<b>0</b>	<b>18,052,445</b>	<b>2,707,867</b>	<b>5,415,734</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Internal Service Funds (D)</b>								
501	Insurance Service Fund	1,400,379	6,069,538	910,431	1,820,861	0	1,400,379	0
502	Communications Trust Fund	415,780	1,595,742	239,361	478,723	0	415,780	0
505	Motor Pool Fund	617,544	4,586,100	687,915	1,375,830	0	0	0
	<b>Subtotal:</b>	<b>2,433,702</b>	<b>12,251,380</b>	<b>1,837,707</b>	<b>3,675,414</b>	<b>0</b>	<b>1,816,158</b>	<b>0</b>
<b>TOTAL:</b>		<b>105,725,732</b>	<b>364,925,868</b>	<b>54,738,880</b>	<b>109,477,760</b>	<b>3,417,493</b>	<b>69,540,373</b>	<b>17,529,621</b>

**Debt Service:**  
The County transfers the necessary funds to make debt service payments on an as-needed basis. Any balances will be used to support future debt service requirements.

**Capital Projects:**  
Actual project balances will be carried forward into the new fiscal year. Capital projects do not require reserves for cash flow as all funding is accumulated prior to a project commencing. Excess funds in specific capital project funds are available for future capital project needs. Many of the funds have specific constraints based on the revenue source (i.e. 9-1-1 funding, etc.).

## LEON COUNTY FISCAL YEAR 2024 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 2024 Budget.

B. The "Fund Balance Analysis" reflects three categories. The "Budgeted for Spending" indicates fund balance being utilized in the FY 2024 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 2024 budgeted revenues and expenditures, the sum of the "Emergency Contingency & Cash Flow" and "Available for Future Allocation" categories reflect the FY 2024 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 Building Inspection fund for the operation of the Building Plans Review and Inspection Division).

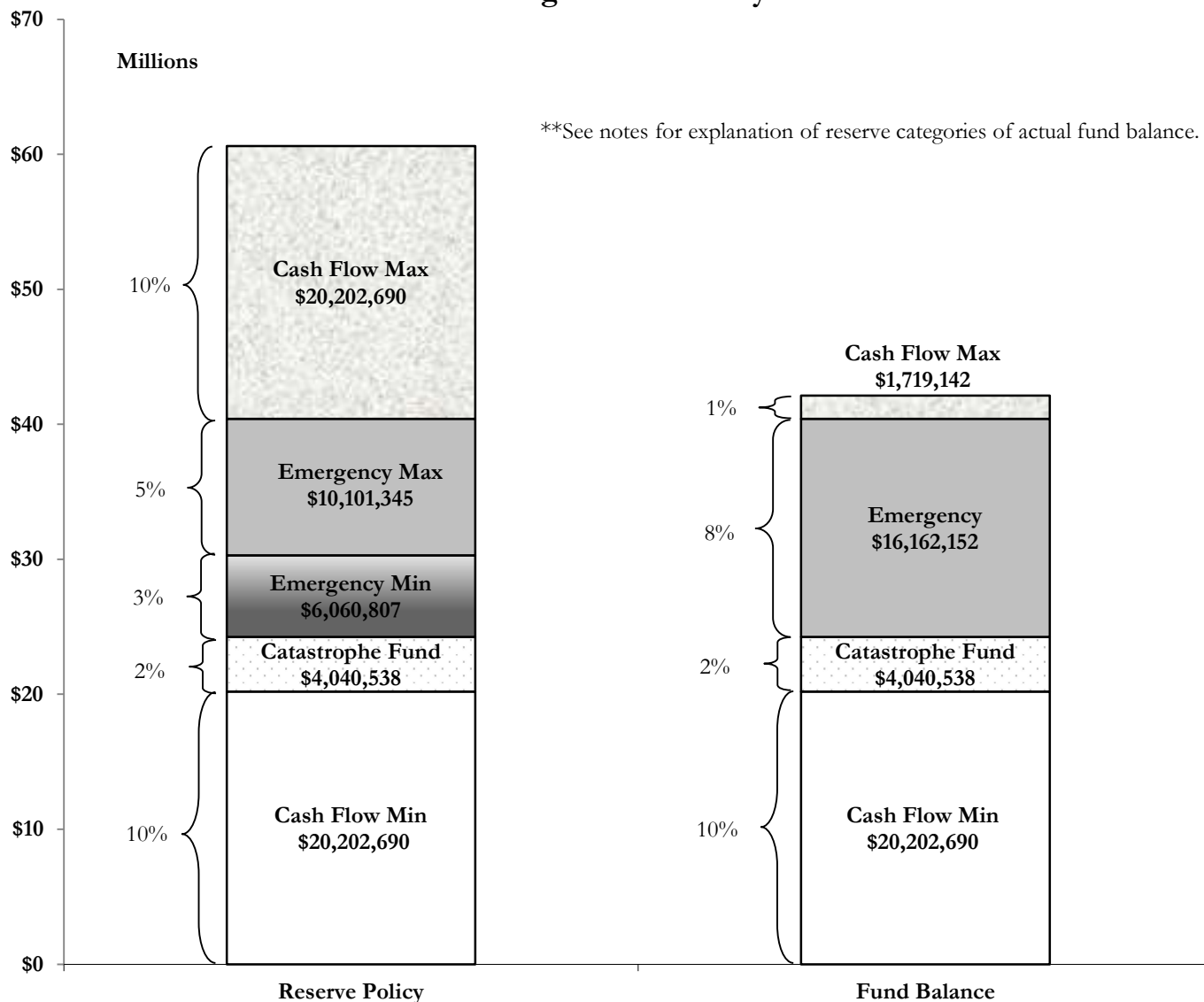
D. Capital Projects, Enterprise and Internal Service Funds maintain differing levels of balances depending upon on-going capital project requirements and other audit requirements. The percentages for the other funds are intended to show compliance with the County's policy for maintaining sufficient balances. These reserves are reviewed as part of the annual budget process and allocated to the appropriate projects accordingly.

E. The landfill is currently being closed, drawing down the closure reserves to pay for the final capping of the landfill. The FY 2023 year end fund balance includes funding for the Landfill Closure capital improvement project. 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 reflects that 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. As part of the implementation of the FY 2021 Multi-year Fiscal Plan, the County avoided raising the non-ad valorem assessment by increasing the general revenue transfer to support increases in the recycling hauling and the disposal contract and the elimination of the Rural Waste Service Center (RWSC) fees.

LEON COUNTY FISCAL YEAR 2024 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 \$60.6 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 2023 fund balance is estimated at \$42.7 million. The Fund Balance column shows the current distribution of reserves with the projected beginning FY 2024 fund balance of \$42.1 million. The beginning fund balance contemplates the budgeting of \$571,290 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 2024 Fund Balance

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## Debt Service Schedule

Description	Purpose	Pledge/Security	Original Principal Amount	Outstanding Principal Amount	Outstanding Interest Amount	FY23/24 <sup>1</sup> Principal Payment	FY23/24 <sup>1</sup> 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	\$6,339,000	\$201,336	\$3,136,000	\$133,753	\$3,203,000	2025
Series 2020 <sup>2</sup>	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	\$574,116	\$12,911	\$249,149	\$8,496	\$324,967	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	\$4,805,000	\$644,910	\$330,000	\$88,893	\$4,475,000	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	\$14,590,000	\$1,732,560	\$1,010,000	\$248,037	\$13,580,000	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	\$2,935,000	\$133,902	\$475,000	\$37,862	\$2,460,000	2029
<b>TOTAL</b>			<b>\$42,449,120</b>	<b>\$29,243,116</b>	<b>\$2,725,619</b>	<b>\$5,200,149</b>	<b>\$517,040</b>	<b>\$24,042,967</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 2024 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) **\$97,192**: As part of the County's utility bill consolidation effort, funds are being transferred to the Division of Facilities Management.

General Fund (001) **from** Non-Countywide General Revenue (126) **\$9,239,679**: Funds accumulated in the Non-Countywide General Revenue fund are partially available to support unincorporated area only programs, as well as countywide activities. The funds transferred support a portion of the countywide activities in the General Fund and supplement property tax collections.

General Fund (001) **from** Municipal Services (140) **\$249,966**: 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) **\$4,462**: As part of the County's utility bill consolidation effort, funds are being transferred to the Division of Facilities Management.

General Fund (001) **from** Tourism Fund (160) **\$28,524**: 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) **\$135,583**: payments for County funded road improvements to private roads improved and provided to the County.

General Fund (001) **from** County Government Annex (165) **\$278,446**: 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) **\$109,599**: This transfer provides funds for utilities for the Huntington Oaks Plaza.

General Fund (001) **from** Solid Waste (401) **\$62,487**: 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) **\$7,436,752**: 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 2024 TENTATIVE BUDGET

## »» Summary of Transfers

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### Special Revenue Funds

Transportation Trust Fund (106) **from** Stormwater Utility Fund (123) **\$1,840,440**: 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) **\$3,342,451** 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) **\$3,463,983**: 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) **\$3,332,547**: 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) **\$2,050,582**: 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) **\$371,257**: 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) **\$122,032**: The transfer provides the necessary revenue to support the E9-1-1 System.

Municipal Services (140) **from** 2020 Sales Tax Extension JPA (352) **\$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.



## LEON COUNTY FISCAL YEAR 2024 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) **\$6,090,400**: This transfer uses regular general revenue fund transfers to support capital projects.

Capital Improvements (305) **from** Municipal Services (140) **\$614,622**: This transfer will fund vehicles, equipment and Parks and Recreation Infrastructure.

Gas Tax Transportation (306) **from** Transportation Trust (106) **\$414,016**: 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) **\$2,669,757**: 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) **\$58,100**: The transfer is to cover insurance expense associated with the Volunteer Fire Departments.

# LEON COUNTY FISCAL YEAR 2024 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	97,192	
001	General Fund	126	Non-Countywide General Revenue	9,239,679	
001	General Fund	140	Municipal Services	249,966	
001	General Fund	145	Fire Rescue Services	4,462	
001	General Fund	160	Tourism Fund	28,524	
001	General Fund	162	Co. Accepted Roadways & Drainage	135,583	
001	General Fund	165	County Government Annex	278,446	
001	General Fund	166	Huntington Oaks Plaza	109,599	
001	General Fund	401	Solid Waste	62,487	
060	Supervisor Of Elections	001	General Fund	7,436,752	
				<b>Subtotal</b>	<b>17,642,690</b>
<b>Special Revenue Funds</b>					
106	Transportation Trust	123	Stormwater Utility	1,840,440	
106	Transportation Trust	126	Non-Countywide General Revenue	3,342,451	
111	Probation Services	001	General Fund	3,463,983	
121	Dvpm. Svcs. & Environ. Mgmt.	126	Non-Countywide General Revenue	3,332,547	
123	Stormwater Utility	106	Transportation Trust	800,000	
123	Stormwater Utility	126	Non-Countywide General Revenue	2,050,582	
125	Grants	126	Non-Countywide General Revenue	371,257	
130	9-1-1 Emergency Communications	330	9-1-1 Capital Projects	122,032	
140	Municipal Services	352	2020 Sales Tax Extension	500,000	
				<b>Subtotal</b>	<b>15,823,292</b>
<b>Debt Service Funds</b>					
222	Debt Series 2017	126	Non-Countywide General Revenue	3,269,753	
223	2020 Bond Series	126	Non-Countywide General Revenue	127,645	
224	Supervisor of Elections Building	126	Non-Countywide General Revenue	418,893	
225	ESCO Lease	001	General Fund	700,633	
225	ESCO Lease	126	Non-Countywide General Revenue	557,404	
226	800 MHz Radios	126	Non-Countywide General Revenue	512,862	
				<b>Subtotal</b>	<b>5,587,190</b>
<b>Capital Projects Funds</b>					
305	Capital Improvements	001	General Fund	6,090,400	
305	Capital Improvements	140	Municipal Services	614,622	
306	Gas Tax Transportation	106	Transportation Trust	414,016	
				<b>Subtotal</b>	<b>7,119,038</b>
<b>Enterprise Funds</b>					
401	Solid Waste	126	Non-Countywide General Revenue	2,669,757	
				<b>Subtotal</b>	<b>2,669,757</b>
<b>Insurance Service</b>					
501	Insurance Service	145	Fire Rescue Services	58,100	
				<b>Subtotal</b>	<b>58,100</b>
				<b>TOTAL</b>	<b>\$48,900,067</b>

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

**»» Budget by Fund**

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## LEON COUNTY FISCAL YEAR 2024 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, Tourism, 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 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 2024 TENTATIVE BUDGET

## »»» Fund Revenue By Source

Fund	Property Tax MSTU or Assmt (1)	State & Local Gas Tax (2)	State Revenue Sharing & 1/2 Cent Sales Tax (3)	Local Sales Tax	PST and CST (4)	Fund Balance (5)	Fees & Licenses (6)	Other Revenue (7)	Transfers	Total Budgeted Revenue	Total Budgeted Revenue (Net Transfers)
001 General Fund	72,892,254	-	95,000	-	-	571,290	1,074,623	6,547,661	10,205,938	91,386,766	81,180,828
060 Supervisor of Elections	-	-	-	-	-	-	-	-	7,436,752	7,436,752	-
106 Transportation Trust	-	12,090,270	-	-	-	-	305,899	1,085,085	5,182,891	18,664,145	13,481,254
110 Fine and Forfeiture	109,367,368	-	16,245	-	-	-	622,022	634,500	-	110,640,135	110,640,135
111 Probation Services	-	-	-	-	-	-	637,355	31,825	3,463,983	4,133,163	669,180
114 Teen Court	-	-	-	-	-	-	64,220	-	-	64,220	64,220
116 Drug Abuse Trust	-	-	-	-	-	55,092	37,913	5,130	-	98,135	98,135
117 Judicial Programs	-	-	-	-	-	178,885	170,620	-	-	349,505	349,505
120 Building Inspection	-	-	9,500	-	-	937,201	1,859,050	102,410	-	2,908,161	2,908,161
121 Dvlpmnt Svcs & Envrmt Mgmt	-	-	-	-	-	-	1,259,403	-	121,315	4,713,265	1,380,718
123 Stormwater Utility	3,574,290	-	-	-	-	-	-	146,870	2,850,582	6,571,742	3,721,160
124 SHIP Trust	-	-	-	-	-	-	-	1,205,109	-	1,205,109	1,205,109
125 Grants	-	-	413,188	-	-	-	-	154,532	371,257	938,977	567,720
126 Non-Countywide Gen Rev	-	-	22,663,200	-	2,812,950	-	204,592	212,088	-	25,892,830	25,892,830
127 Grants - Interest Bearing	-	-	60,000	-	-	-	-	-	-	60,000	60,000
130 9-1-1 Emergency Comm	-	-	1,406,930	-	-	-	-	665	122,032	1,529,627	1,407,595
135 Emergency Medical Svcs	16,430,008	-	-	-	-	138,759	15,895,978	657,761	-	33,122,506	33,122,506
140 Municipal Services	-	-	-	-	9,466,503	-	-	160,781	500,000	10,127,284	9,627,284
145 Fire Rescue Service	-	-	-	-	-	-	11,538,902	-	-	11,538,902	11,538,902
160 Tourism	-	-	-	8,070,497	-	16,594	-	230,747	-	8,317,838	8,317,838
162 Special Assess. 2/3 Paving	133,933	-	-	-	-	-	-	6,200	-	140,133	140,133
164 Special Assess Sewer	244,906	-	-	-	-	-	-	-	-	244,906	244,906
165 Bank of America Building	-	-	-	-	-	-	82,650	1,449,225	-	1,531,875	1,531,875
166 Huntington Oaks Plaza	-	-	-	-	-	-	-	442,819	-	442,819	442,819
222 Bond Series 2014	-	-	-	-	-	-	-	-	3,269,753	3,269,753	-
223 Bond Series 2020 Capital Equipment Financing	-	-	-	-	-	-	-	130,000	127,645	257,645	130,000
224 Supervisor of Elections Building	-	-	-	-	-	-	-	-	418,893	418,893	-
225 ESCO Lease	-	-	-	-	-	-	-	-	1,258,037	1,258,037	-
226 800 MHz Radios	-	-	-	-	-	-	-	-	512,862	512,862	-
305 Capital Improvements	-	-	-	-	-	-	-	50,559	6,705,022	6,755,581	50,559
306 Transportation Capital	-	-	-	-	-	1,449,890	-	52,440	414,016	1,916,346	1,502,330
330 9-1-1 Capital Projects	-	-	-	-	-	69,782	-	52,250	-	122,032	122,032
351 Sales Tax Extension 2020	-	-	-	6,124,650	-	-	-	194,655	-	6,319,305	6,319,305
352 Sales Tax Ext 2020 - JPA	-	-	-	5,098,600	-	-	-	61,750	-	5,160,350	5,160,350
401 Solid Waste	1,557,696	-	-	-	-	-	13,312,182	512,810	2,669,757	18,052,445	15,382,688
501 Insurance Service	-	-	-	-	-	-	-	6,011,438	58,100	6,069,538	6,011,438
502 Communications Trust	-	-	-	-	-	-	-	1,595,742	-	1,595,742	1,595,742
505 Motor Pool	-	-	-	-	-	-	-	4,586,100	-	4,586,100	4,586,100
<b>TOTAL</b>	<b>204,200,455</b>	<b>12,090,270</b>	<b>24,664,063</b>	<b>19,293,747</b>	<b>12,279,453</b>	<b>3,417,493</b>	<b>47,065,409</b>	<b>26,442,467</b>	<b>48,900,067</b>	<b>398,353,424</b>	<b>349,453,357</b>

## Notes:

The \$349,453,357 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 Assessments Sewer and Fund 401-Solid Waste.
- State Gas Tax is estimated to provide \$4.2 million and Local Gas Taxes are estimated to provide \$7.9 million in funding to Fund 106 Transportation Trust Fund.
- State Revenue Sharing is estimated to provide \$7.0 million and the Half-Cent Sales Tax is estimated to provide \$15.7 million to Fund 126 Non-Countywide General Revenue.
- Public Services Tax (PST) on utilities is estimated to provide \$9.5 million in funding for Fund 140 Municipal Services. Communications Services Tax (CST) is estimated to provide \$2.8 million in funding for Fund 126 Non-Countywide General Revenue.
- Appropriated Fund Balance is in the amount of \$3.4 million for FY 2024.
- Fees and Assessments account for \$43.7 million of the \$47.06 million in revenue including licenses account for \$3.3 million (\$1.9 million to Fund 120 Building Inspection, \$1.3 million to Fund 121 Development Services & Environ. Mgmt., and \$0.20 million to Fund 126 Non-Countywide General Revenue). Fees include \$16.4 million for EMS, \$13.3 million for Solid Waste, and \$11.5 million for Fire Services.
- Other Revenue include funding from interest, rents and royalties, fines, grants, intergovernmental reimbursements, departmental billings, and other miscellaneous revenue.

# LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Summary of All Funds

		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
		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	0.750	0.750	0.750	0.750	0.750	0.750
<b>General Fund</b>	<b>001</b>	<b>77,406,153</b>	<b>88,206,071</b>	<b>90,722,517</b>	<b>91,386,766</b>	<b>98,210,733</b>	<b>106,075,394</b>	<b>108,339,130</b>	<b>110,181,030</b>
<b>Special Revenue Funds</b>									
Supervisor of Elections	060	5,261,865	4,775,790	7,393,307	7,436,752	5,821,154	6,528,699	6,031,444	8,083,383
Transportation Trust	106	17,153,651	20,271,162	18,528,682	18,664,145	22,580,821	23,051,082	23,466,537	24,030,436
Fine and Forfeiture	110	97,228,621	100,519,099	110,298,383	110,640,135	117,253,098	124,677,559	134,189,570	144,739,575
Probation Services	111	3,624,797	4,159,167	4,097,072	4,133,163	4,236,876	4,344,987	4,456,681	4,572,892
Teen Court	114	64,209	65,075	64,220	64,220	65,455	67,735	70,110	71,535
Drug Abuse Trust	116	-	93,480	98,135	98,135	98,135	98,135	98,135	98,135
Judicial Programs	117	244,079	362,844	346,226	349,505	353,462	354,496	361,815	366,189
Building Inspection	120	2,260,768	2,796,262	2,876,290	2,908,161	2,992,334	3,095,669	3,189,171	3,285,507
Dvlpmt Svcs & Environ. Mgmt.	121	3,683,914	4,425,620	4,661,928	4,713,265	4,841,745	4,976,522	5,117,287	5,262,021
Stormwater Utility	123	5,587,132	6,100,368	6,540,761	6,571,742	6,690,726	6,826,171	6,982,152	7,151,563
SHIP Trust	124	230,032	1,006,449	1,202,540	1,205,109	1,205,109	1,205,109	1,205,109	1,205,109
Grants	125	6,625,661	908,044	930,803	938,977	956,598	974,784	993,594	1,011,330
Non-Countywide General Revenue	126	21,687,575	24,281,754	25,892,830	25,892,830	26,661,852	27,453,931	28,269,758	29,110,044
Grants	127	5,970,904	60,000	60,000	60,000	60,000	60,000	60,000	60,000
9-1-1 Emergency Communications	130	1,289,872	1,301,820	1,524,756	1,529,627	1,926,935	1,942,743	1,960,087	1,976,952
EMS MSTU	135	27,114,647	26,852,050	32,921,351	33,122,506	34,908,114	36,482,717	37,946,905	39,473,948
American Rescue Plan (ARPA)	137	11,625,270	3,071,844	-	-	-	-	-	-
Municipal Services	140	9,397,009	10,111,907	10,127,284	10,127,284	10,417,312	10,716,075	11,023,834	11,340,866
Fire Rescue Services	145	11,399,893	10,719,209	11,538,902	11,538,902	11,704,748	11,873,083	12,043,941	12,217,364
Tourism	160	8,204,196	6,900,204	8,301,244	8,317,838	8,583,079	8,784,836	9,028,353	9,278,794
Special Assessment Paving	162	97,188	101,000	140,133	140,133	142,433	73,109	72,839	61,239
Special Assessment Sewer	164	228,120	237,500	244,906	244,906	244,906	244,906	244,906	244,906
County Government Annex	165	846,424	1,021,234	1,531,875	1,531,875	1,395,234	1,121,391	1,122,187	1,212,243
Huntington Oaks Plaza	166	195,022	320,435	442,819	442,819	383,167	297,606	335,002	311,549
<b>Subtotal</b>		<b>240,020,849</b>	<b>230,462,317</b>	<b>249,764,447</b>	<b>250,672,029</b>	<b>263,523,293</b>	<b>275,251,345</b>	<b>288,269,417</b>	<b>305,165,580</b>
<b>Debt Service Funds</b>									
Series 2014	222	3,270,062	3,271,593	3,269,753	3,269,753	3,270,583	-	-	-
Bond Series 2020-Capital Equipment	223	257,731	257,689	257,645	257,645	257,601	71,781	-	-
Supervisor of Elections Building	224	354,083	419,905	418,893	418,893	417,788	421,590	420,208	418,733
ESCO Lease	225	1,202,464	1,255,647	1,258,037	1,258,037	1,255,119	1,256,892	1,258,314	1,254,427
800 MHz Radios	226	-	510,688	512,862	512,862	511,734	510,542	509,286	512,965
<b>Subtotal</b>		<b>5,084,340</b>	<b>5,715,522</b>	<b>5,717,190</b>	<b>5,717,190</b>	<b>5,712,825</b>	<b>2,260,805</b>	<b>2,187,808</b>	<b>2,186,125</b>
<b>Capital Project Funds</b>									
Capital Improvements	305	12,835,314	8,644,024	19,979,124	6,755,581	20,564,180	18,672,444	19,490,106	17,704,641
Transportation Improvements	306	1,747,806	2,843,222	5,253,930	1,916,346	4,179,963	4,209,548	4,216,893	4,332,905
Sales Tax	308	205,657	48,564	49,050	-	-	-	-	-
Sales Tax - Extension	309	403,927	-	-	-	-	-	-	-
ESCO 2020	323	2,599,223	-	-	-	-	-	-	-
Supervisor of Elections Building	324	1,514,629	-	-	-	-	-	-	-
800 MHz Radios	326	5,397,055	-	-	-	-	-	-	-
9-1-1 Capital Projects	330	37,576	84,585	-	122,032	477,118	449,439	421,990	392,720
Sales Tax - Extension 2020	351	2,111,675	5,211,700	5,367,709	6,319,305	6,507,498	6,700,519	6,899,319	7,104,851
Sales Tax - Extension 2020 JPA	352	3,180,591	4,913,160	4,944,320	5,160,350	5,198,445	5,237,515	5,277,750	5,319,150
<b>Subtotal</b>		<b>30,033,453</b>	<b>21,745,255</b>	<b>35,594,133</b>	<b>20,273,614</b>	<b>36,927,204</b>	<b>35,269,465</b>	<b>36,306,058</b>	<b>34,854,267</b>
<b>Enterprise Funds</b>									
Solid Waste	401	15,106,951	14,518,113	17,962,352	18,052,445	17,509,068	18,609,332	18,674,103	18,482,085
<b>Subtotal</b>		<b>15,106,951</b>	<b>14,518,113</b>	<b>17,962,352</b>	<b>18,052,445</b>	<b>17,509,068</b>	<b>18,609,332</b>	<b>18,674,103</b>	<b>18,482,085</b>
<b>Internal Service Funds</b>									
Insurance Service	501	5,437,753	5,673,034	6,067,618	6,069,538	6,129,866	6,190,801	6,252,346	6,314,513
Communications Trust	502	1,279,118	1,519,249	1,595,742	1,595,742	1,605,314	1,614,982	1,624,747	1,634,608
Motor Pool	505	4,207,019	3,408,483	4,575,985	4,586,100	4,632,161	4,678,695	4,725,693	4,773,169
<b>Subtotal</b>		<b>10,923,890</b>	<b>10,600,766</b>	<b>12,239,345</b>	<b>12,251,380</b>	<b>12,367,341</b>	<b>12,484,478</b>	<b>12,602,786</b>	<b>12,722,290</b>
<b>TOTAL</b>		<b>378,575,930</b>	<b>371,248,044</b>	<b>411,999,984</b>	<b>398,353,424</b>	<b>434,250,464</b>	<b>449,950,819</b>	<b>466,379,302</b>	<b>483,591,377</b>
Less Interfund Transfers		57,329,892	53,343,822	48,900,067	48,900,067	59,075,767	65,763,966	67,064,283	68,439,598
<b>NET TOTAL</b>		<b>321,246,038</b>	<b>317,904,222</b>	<b>363,099,917</b>	<b>349,453,357</b>	<b>375,174,697</b>	<b>384,186,853</b>	<b>399,315,019</b>	<b>415,151,779</b>

## LEON COUNTY FISCAL YEAR 2024 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 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Ad Valorem - General Fund	311110	64,247,869	69,560,207	76,603,688	72,773,504	82,573,253	87,081,211	88,112,262	88,631,814
Delinquent Taxes	311200	-	128,250	125,000	118,750	121,125	123,548	126,018	128,539
Delinquent Taxes 2010	311210	725	-	-	-	-	-	-	-
Delinquent Taxes 2011	311211	736	-	-	-	-	-	-	-
Delinquent Taxes 2012	311212	155	-	-	-	-	-	-	-
Delinquent Taxes 2013	311213	726	-	-	-	-	-	-	-
Delinquent Taxes 2014	311214	1,055	-	-	-	-	-	-	-
Delinquent Taxes 2015	311215	1,234	-	-	-	-	-	-	-
Delinquent Taxes 2016	311216	2,043	-	-	-	-	-	-	-
Delinquent Taxes 2017	311217	3,297	-	-	-	-	-	-	-
Delinquent Taxes 2018	311218	5,716	-	-	-	-	-	-	-
Delinquent Taxes 2019	311219	22,447	-	-	-	-	-	-	-
Delinquent Taxes 2020	311220	48,472	-	-	-	-	-	-	-
Tourist Development (4 Cents)	312100	63,097	52,308	67,961	64,563	65,854	67,171	68,515	69,885
Tourist Development (1 Cent)	312110	15,768	13,077	16,991	16,141	16,463	16,793	17,128	17,471
Process Server Fees	329300	8,600	9,500	10,000	9,500	9,500	9,500	9,500	9,500
Hermine-FEMA Reimbursement	331319	(22,420)	-	-	-	-	-	-	-
COVID FEMA Reimbursement	331322	1,244,415	-	-	-	-	-	-	-
Hurricane Michael Reimbursement	332322	46,397	-	-	-	-	-	-	-
Federal Payments in Lieu of Taxes	333000	262,950	256,405	273,200	259,540	267,326	275,346	283,606	292,115
State Library Aid	334710	117,532	95,000	100,000	95,000	95,000	95,000	95,000	95,000
COT Reimbursement for PSC	337220	1,289,036	1,017,630	1,036,360	1,036,360	1,036,360	1,036,360	1,036,360	1,036,360
GIS	337300	1,435,709	1,648,857	1,595,686	1,595,686	1,627,600	1,660,152	1,693,355	1,727,222
Blueprint 2000 Reimbursement	337402	228,798	221,984	237,707	237,707	244,838	252,183	259,749	267,541
Payments In Lieu Of Taxes	339100	-	28,234	23,815	22,624	22,624	22,624	22,624	22,624
\$2.00 IT Added Court Cost FS 28.24(12)	341160	451,978	512,335	381,400	362,330	369,577	376,968	384,507	392,198
Zoning Fees	341200	18,350	14,250	15,000	14,250	14,250	14,250	14,250	14,250
Medical Examiner Facility Use Fee	343800	213,400	183,113	230,200	218,690	223,064	227,525	232,076	236,717
Parking Facilities	344500	114,577	128,250	125,000	118,750	118,750	118,750	118,750	118,750
Library Parking	344510	8,054	23,750	12,500	11,875	11,994	12,114	12,235	12,357
Library Fees	347100	42,145	29,925	38,000	36,100	37,905	39,800	41,790	43,880
Library Printing	347101	15,588	14,060	17,300	16,435	16,599	16,765	16,933	17,102
FS 29.0085 Court Facilities	348930	630,613	561,450	669,300	635,835	667,627	701,008	736,058	772,861
Civil Fee - Circuit Court	349200	59	-	-	-	-	-	-	-
GAL / Circuit-wide Reimbursement	349501	70,719	35,546	42,982	40,833	41,650	42,483	43,332	44,199
Radio Communications Program	351600	199,500	167,105	186,700	177,365	179,139	180,930	182,739	184,567
Interest Income - Investment	361110	53,295	100,000	100,000	100,000	100,000	100,000	100,000	100,000

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »»» General Fund (001)

Revenue Sources	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Pool Interest Allocation	361111	420,317	993,622	2,118,000	2,012,100	2,052,342	2,093,389	2,135,257	2,177,962
Rents And Royalties	362000	122	5,000	5,000	4,750	4,750	4,750	4,750	4,750
Gain (loss) On Sale Land	364300	13,750	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	17,325	117,800	104,000	98,800	101,764	104,817	107,961	111,200
Refund Of Prior Year Expenses	369300	178,955	-	-	-	-	-	-	-
Lawsuit Settlements	369350	6,128	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	309,593	137,761	137,500	130,625	130,625	130,625	130,625	130,625
Volunteer Certificate Training Fees	369930	-	1,378	1,500	1,425	1,425	1,425	1,425	1,425
Transfer From Fund 106	381106	102,430	98,315	97,192	97,192	100,108	103,111	106,204	109,390
Transfer From Fund 126	381126	5,183,922	7,021,105	9,239,679	9,239,679	6,665,748	9,916,476	10,972,726	12,124,886
Transfer From Fund 137	381137	-	2,753,754	-	-	-	-	-	-
Transfer From Fund 140	381140	202,360	258,585	249,966	249,966	257,465	265,189	273,145	281,339
Transfer From Fund 145	381145	2,840	4,245	4,462	4,462	4,596	4,734	4,876	5,022
Transfer From Fund 160	381160	-	-	28,524	28,524	29,380	30,261	31,169	32,104
Transfer From Fund 162	381162	95,400	96,041	135,583	135,583	137,984	72,167	71,897	60,297
Transfer From Fund 165	381165	255,550	208,237	278,446	278,446	286,799	295,403	304,265	313,393
Transfer from Fund 166	381166	114,630	111,643	109,599	109,599	112,887	116,274	119,762	123,355
Transfer From Fund 401	381401	97,640	68,475	62,487	62,487	64,362	66,292	68,281	70,330
Clerk Excess Fees	386100	336,515	-	-	-	-	-	-	-
Property Appraiser	386600	159,386	-	-	-	-	-	-	-
Tax Collector	386700	832,992	300,000	400,000	400,000	400,000	400,000	400,000	400,000
Supervisor Of Elections	386800	346,568	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	1,228,874	571,290	571,290	-	-	-	-
<b>Total Revenues</b>		<b>79,519,054</b>	<b>88,206,071</b>	<b>95,452,018</b>	<b>91,386,766</b>	<b>98,210,733</b>	<b>106,075,394</b>	<b>108,339,130</b>	<b>110,181,030</b>
Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
County Commission	100-511	1,713,697	1,793,079	1,900,785	1,913,708	1,945,661	1,978,933	2,013,550	2,049,616
Commissioner Office Budget	101-511	11,827	12,500	20,500	20,500	20,500	20,500	20,500	20,500
Commissioner Office Budget	102-511	690	12,500	20,500	20,500	20,500	20,500	20,500	20,500
Commissioner Office Budget	103-511	5,979	12,500	20,500	20,500	20,500	20,500	20,500	20,500
Commissioner Office Budget	104-511	7,827	12,500	20,500	20,500	20,500	20,500	20,500	20,500
Commissioner Office Budget	105-511	7,819	12,500	20,500	20,500	20,500	20,500	20,500	20,500
Commissioner Office Budget	106-511	8,659	12,500	20,500	20,500	20,500	20,500	20,500	20,500
Commissioner Office Budget	107-511	9,408	12,500	20,500	20,500	20,500	20,500	20,500	20,500
Commissioners' Account	108-511	20,737	24,915	24,895	24,895	24,895	24,895	24,895	24,895
County Administration	110-512	1,275,220	1,379,506	1,904,942	1,938,101	1,996,171	2,056,150	2,118,112	2,182,134
Volunteer Services	113-513	192,254	206,970	113,178	114,424	117,724	121,164	124,751	128,489



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» General Fund (001)

Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
PLACE - Economic Development	114-512	(68,368)	-	-	-	-	-	-	-
Strategic Initiatives	115-513	864,899	945,642	903,265	911,565	929,651	948,428	967,926	988,184
Community and Media Relations	116-513	902,077	904,699	1,106,937	1,118,092	1,143,865	1,170,650	1,198,496	1,227,456
County Attorney	120-514	1,767,589	2,179,488	2,197,739	2,225,469	2,276,285	2,328,836	2,383,183	2,439,409
Office of Sustainability	127-513	235,586	357,714	348,061	350,223	377,749	361,155	389,123	373,001
Office of Management & Budget	130-513	865,471	980,687	1,018,825	1,032,098	1,060,382	1,089,746	1,120,218	1,151,860
Clerk - Finance Administration	132-586	2,112,646	2,305,664	2,603,731	2,642,358	2,772,545	2,909,240	3,052,771	3,203,478
Procurement	140-513	489,819	555,298	581,285	590,172	607,487	625,416	643,994	663,231
Warehouse	141-513	78,921	121,494	119,884	119,884	122,121	124,490	127,001	129,662
Facilities Management	150-519	8,035,462	8,059,011	8,757,195	8,799,476	9,003,861	9,238,348	9,471,013	9,733,899
Facilities - Detention Center	152-519	2,566,025	2,537,321	2,961,769	2,970,472	3,009,694	3,050,415	3,096,602	3,151,577
Real Estate Management	156-519	418,568	513,347	527,425	532,147	542,040	552,304	562,951	574,003
Human Resources Management	160-513	1,564,986	1,583,513	1,701,172	1,721,592	1,767,251	1,813,217	1,861,036	1,910,033
Information Services	171-513	7,245,120	8,214,524	8,901,402	8,981,353	9,246,391	9,534,116	9,848,076	10,066,347
Health Department	190-562	237,345	253,709	246,183	246,183	246,183	246,183	246,183	246,183
Mosquito Control	216-562	526,053	856,500	832,446	837,024	843,986	857,068	870,678	884,840
Lib - Policy, Planning, & Operations	240-571	791,391	965,666	771,884	778,926	798,131	818,109	838,912	857,095
Library Public Services	241-571	4,900,578	5,753,153	6,105,966	6,179,221	6,350,099	6,580,426	6,723,783	6,920,962
Summer Youth Employment	278-551	30,076	40,731	40,731	40,731	40,731	40,731	40,731	40,731
Cooperative Extension	361-537	304,439	478,515	525,175	525,175	514,799	535,207	556,431	578,503
Medical Examiner	370-527	822,065	1,005,935	1,022,288	1,022,288	1,039,131	1,056,480	1,056,480	1,056,480
Tubercular Care & Child Protection Exams	370-562	55,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Baker Act & Marchman Act	370-563	586,972	638,156	701,970	701,970	701,970	701,970	638,156	638,156
Medicaid & Indigent Burials	370-564	3,231,882	3,179,281	3,568,688	3,568,688	3,672,317	3,743,475	3,779,766	3,816,420
CHSP & Emergency Assistance	370-569	1,738,517	1,884,720	1,939,356	1,944,196	1,954,289	1,964,760	1,975,619	1,986,893
Housing Services	371-569	667,798	694,834	536,624	542,203	555,987	570,324	585,250	600,780
Veteran Services	390-553	274,654	387,955	405,892	409,589	417,307	425,313	433,621	442,240
Blueprint	403-515	626,623	631,566	649,760	659,526	680,247	701,741	724,053	747,219
Public Safety Complex Facilities	410-529	1,635,299	1,796,065	1,954,201	1,958,974	1,992,373	2,026,562	2,061,890	2,097,182
Public Safety Complex Technology	411-529	214,615	276,655	284,974	287,412	293,153	299,119	305,326	311,785
Geographic Info. Systems	421-539	2,006,663	2,278,123	2,350,150	2,377,609	2,434,804	2,494,115	2,555,618	2,617,395
MIS Automation - General Fund	470-519	325,200	329,165	326,397	326,397	326,397	326,397	326,397	326,397
General Fund - Risk	495-519	549,473	599,171	669,254	669,254	672,203	675,182	678,191	678,191
Indirect Costs - General Fund	499-519	(7,562,000)	(7,788,000)	(8,377,000)	(8,377,000)	(8,629,000)	(8,892,000)	(9,166,000)	(9,448,000)
Property Appraiser	512-586	5,419,104	5,980,519	5,983,232	6,060,004	6,359,166	6,673,285	7,003,111	7,349,428
Tax Collector	513-586	5,561,527	6,059,912	6,579,110	6,579,110	6,700,692	6,824,706	6,951,200	6,951,200
Radio Communication Systems (800 MHZ)	529-519	1,408,146	1,681,599	1,788,926	1,788,926	1,837,898	1,856,431	1,861,125	1,866,124
Court Administration	540-601	291,691	292,638	301,116	305,598	315,389	325,557	336,116	347,083
Court Information Systems	540-713	13,420	12,255	10,015	10,015	10,015	10,015	10,015	10,015
Guardian Ad Litem	547-685	14,016	20,238	20,238	20,238	20,238	20,238	20,238	20,238

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »»» General Fund (001)

Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
GAL Information Systems	547-713	2,635	2,630	1,775	1,775	1,775	1,775	1,775	1,775
Planning Department	817-515	1,112,859	1,046,675	1,095,771	1,098,277	1,121,814	1,145,891	1,170,516	1,195,707
Non-Operating General Fund	820-519	800,640	1,499,740	1,296,139	1,298,318	1,020,541	1,020,541	1,020,541	1,020,541
Tax Deed Applications	831-513	(14,620)	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	190,000	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	14,962,049	17,916,504	17,571,799	17,691,768	22,998,754	28,877,442	29,244,101	29,532,892
Primary Health Care	971-562	1,385,495	1,833,820	1,857,707	1,859,082	1,862,361	1,865,772	1,869,318	1,873,010
CRA-Payment	972-559	3,501,409	4,054,510	3,053,000	3,053,000	3,276,950	3,518,816	3,780,031	3,780,031
Budgeted Reserves - General Fund	990-599	64,465	200,000	200,000	200,000	200,000	200,000	200,000	200,000
<b>Total Appropriations</b>		<b>77,406,153</b>	<b>88,206,071</b>	<b>90,722,517</b>	<b>91,386,766</b>	<b>98,210,733</b>	<b>106,075,394</b>	<b>108,339,130</b>	<b>110,181,030</b>
<b>Revenues Less Appropriations</b>		<b>2,112,901</b>	<b>-</b>	<b>4,729,501</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 2024 property values increased by 7.87%, providing an additional \$13.29 million in property tax revenue. The growth in property valuations for FY 2024 is related to a recovering economy for commercial property, new building construction, and a Save-Our-Homes valuation cap of 3% for the second year in a row. 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 the Supervisor of Elections to conduct the 2024 Presidential Preference Primary.

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. This funding was used to support general government services in FY 2022 and FY 2023.

In addition, \$2.15 million in remaining ARPA funding was allocated in FY 2024 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, this funding was appropriated in FY 2023. As a result, the total FY 2024 general fund transfer to the capital fund (Fund 305) is \$6.7 million (\$6.1 million coming from the general fund and \$614,622 from the Municipal Services Fund). This is a decrease from the \$8.18 million of general revenue transferred in FY 2023. If ARPA funds were not available some capital projects would have been reduced and/or eliminated.

Due to the County's use of ARPA funding, increased property tax revenue, reduction in Community Redevelopment Area (CRA) payments, elimination of general revenue to support fire and emergency medical services, and constraining expenditures to the greatest extent possible, the use of general fund balance for FY 2024 is \$571,290, a decrease of \$657,584 from FY 2023. 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 2024 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 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Supervisor Of Elections	341550	67,526	-	-	-	-	-	-	-
Transfer From Fund 001	381001	5,194,339	4,775,790	7,436,752	7,436,752	5,821,154	6,528,699	6,031,444	8,083,383
<b>Total Revenues</b>		<b>5,261,865</b>	<b>4,775,790</b>	<b>7,436,752</b>	<b>7,436,752</b>	<b>5,821,154</b>	<b>6,528,699</b>	<b>6,031,444</b>	<b>8,083,383</b>
Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
MIS Automation-SOE	470-513	17,235	17,210	19,175	19,175	19,175	19,175	19,175	19,175
Supervisor of Elections - Risk	495-513	26,819	29,605	32,359	32,359	32,481	32,606	32,731	32,731
Voter Registration	520-513	2,917,628	3,189,866	3,633,151	3,676,596	3,699,471	3,764,459	3,877,037	3,977,903
Elections	520-586	62,382	-	-	-	-	-	-	-
Elections	521-513	1,953,614	1,539,109	3,708,622	3,708,622	2,070,027	2,712,459	2,102,501	4,053,574
Elections	521-586	284,186	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>5,261,865</b>	<b>4,775,790</b>	<b>7,393,307</b>	<b>7,436,752</b>	<b>5,821,154</b>	<b>6,528,699</b>	<b>6,031,444</b>	<b>8,083,383</b>
<b>Revenues Less Appropriations</b>		<b>-</b>	<b>-</b>	<b>43,445</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. The upcoming FY 2024 cycle includes a presidential election.

In addition, the Florida Legislature enacted new voter verification requirements for felony research by each Supervisor of Elections office requiring an increase in personnel costs as additional staff are needed to conduct the research.

## LEON COUNTY FISCAL YEAR 2024 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 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
County Ninth-Cent Voted Fuel Tax	312300	1,424,831	1,384,815	1,496,600	1,421,770	1,457,300	1,493,780	1,531,115	1,569,400
Local Option Gas Tax	312410	3,720,409	3,611,140	3,818,800	3,627,860	3,718,490	3,811,495	3,906,780	4,004,440
2nd Local Option Gas Tax	312420	2,914,523	2,837,365	3,023,000	2,871,850	2,943,670	3,017,200	3,092,630	3,169,960
Federal Payments in Lieu of Taxes	333000	55,322	39,995	48,600	46,170	46,632	47,098	47,569	48,045
20% Surplus Gas Tax	335420	591,476	570,380	611,200	580,640	595,175	609,995	625,290	640,965
5th & 6th Cent Gas Tax	335430	2,365,908	2,146,050	2,407,000	2,286,650	2,343,650	2,402,550	2,462,400	2,524,150
Gas Tax Pour-Over Trust	335440	1,290,343	1,293,900	1,370,000	1,301,500	1,333,800	1,368,000	1,402,200	1,436,400
Other Transportation Service Area App Fees	335490	4,421	-	-	-	-	-	-	-
FDOT NPDES Reimbursement	343651	2,320	2,926	3,315	3,149	3,211	3,273	3,339	3,406
DOT-Reimbursement Route 27	343901	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000
DOT Reimbursement-Landscape	343913	1,435	-	-	-	-	-	-	-
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	66,630	70,870	65,300	62,035	63,555	65,170	66,785	68,400
Traffic Signs	344909	100,705	103,726	104,011	104,011	107,131	110,345	113,656	117,065
Subdivision Fees	344910	544	342	491	466	466	466	466	466
R-O-W Placement Fees	344911	1,659	5,225	5,000	4,750	4,940	5,035	5,130	5,225
Signal Maintenance - State Reimb	344913	51,025	62,795	62,900	59,755	60,325	60,895	61,560	62,130
Pool Interest Allocation	344914	179,334	-	-	-	-	-	-	-
Interest Income - Other	361111	74,668	145,379	426,900	405,555	413,666	421,939	430,378	438,986
Net Incr(decr) In Fmv Of Investment	361120	7	-	-	-	-	-	-	-
Equipment Buyback	361300	(341,788)	-	-	-	-	-	-	-
Other Scrap Or Surplus	364100	-	-	268,400	254,980	-	-	-	-
Other Miscellaneous Revenue	365900	-	158,175	360,400	342,380	160,075	163,277	166,542	169,873
Transfer From Fund 123	369900	11,921	-	-	-	-	-	-	-
Transfer From Fund 126	381123	1,650,050	1,718,350	1,840,440	1,840,440	1,821,035	1,866,400	1,913,450	1,964,140
Appropriated Fund Balance	381126	5,156,052	4,761,996	3,342,451	3,342,451	7,399,967	7,496,431	7,529,514	7,699,652
	399900	-	1,250,000	-	-	-	-	-	-
<b>Total Revenues</b>		<b>19,429,529</b>	<b>20,271,162</b>	<b>19,362,540</b>	<b>18,664,145</b>	<b>22,580,821</b>	<b>23,051,082</b>	<b>23,466,537</b>	<b>24,030,436</b>
Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Support Services	400-541	652,665	682,539	708,341	717,977	735,379	753,373	771,973	791,207
Engineering Services	414-541	3,495,353	4,547,954	4,674,858	4,728,608	4,708,138	4,830,670	4,957,907	5,090,078
Transportation Maintenance	431-541	4,638,175	5,458,545	5,764,989	5,809,387	5,925,667	6,080,567	6,191,203	6,332,268
Right-Of-Way Management	432-541	3,116,603	3,894,770	3,910,246	3,937,925	3,964,258	4,044,811	4,128,674	4,216,018

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Transportation Trust (106)

Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
MIS Automation - Transportation Trust	470-541	23,980	33,095	33,317	33,317	33,317	33,317	33,317	33,317
Transportation Trust - Risk	495-541	82,275	86,722	90,723	90,723	91,480	92,244	93,016	93,016
Indirect Costs - Transportation Trust	499-541	2,076,000	1,816,000	2,025,000	2,025,000	2,086,000	2,148,000	2,213,000	2,279,000
Transfers	950-581	3,068,600	3,741,537	1,311,208	1,311,208	5,026,582	5,058,100	5,067,447	5,185,532
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>17,153,651</b>	<b>20,271,162</b>	<b>18,528,682</b>	<b>18,664,145</b>	<b>22,580,821</b>	<b>23,051,082</b>	<b>23,466,537</b>	<b>24,030,436</b>
<b>Revenues Less Appropriations</b>		<b>2,275,878</b>	<b>-</b>	<b>833,858</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Notes:

Gasoline taxes are estimated to increase by 2% or \$252,795. This is largely due to gas tax collections starting to approach pre-COVID levels as the economy rebounds. 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 still slightly below 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 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.

A review of fund reserves in FY 2023 indicated that \$3.9 million in Transportation Trust fund balance above policy minimums were available to support the transportation capital program. To ensure infrastructure improvements continue and heavy equipment and vehicle purchases are not delayed due to supply chain issues, this funding was advanced in FY 2023. This fund sweep allowed for a \$1.3 million reduction in general revenue support for the transportation program for FY 2024 and decreased the transfer to the Transportation Capital Fund from \$2.8 million in FY 2023 to \$414,016 in FY 2024.

## LEON COUNTY FISCAL YEAR 2024 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Ad Valorem - Fine/Fore. Fund	311120	91,949,509	99,289,507	115,123,545	109,367,368	115,960,296	123,364,351	132,855,579	143,384,419
Child Support Enforcement	331240	-	16,625	13,400	12,730	12,857	12,986	13,116	13,247
Title IV - Child Support Enforcement	331691	3,669	3,461	3,700	3,515	3,550	3,586	3,622	3,658
Sheriff Fees-Warrants, Fingerprints, Records	341520	263,822	327,750	255,700	242,915	245,344	247,798	250,276	252,778
Sheriff Fee-Public Records	341521	6,737	-	-	-	-	-	-	-
Sheriff Wrecker Services	341525	91,158	50,065	120,360	114,342	117,772	121,305	124,945	128,693
Room And Board - Prisoners	342300	273,160	332,500	278,700	264,765	267,413	270,087	272,788	275,516
Alcohol Testing Fees	349148	45	-	-	-	-	-	-	-
Court Fines	351120	36,318	37,715	37,300	35,435	35,789	36,147	36,509	36,874
Crime Prevention (fs 775.083(2))	351150	58,375	68,400	70,000	66,500	67,165	67,837	68,515	69,200
Pool Interest Allocation	361111	143,139	362,872	528,500	502,075	512,117	522,359	532,806	543,462
Net Incr(decr) In Fmv Of Investment	361300	(68,749)	-	-	-	-	-	-	-
Sheriff F.S. 125.315	361330	267	30,204	32,095	30,490	30,795	31,103	31,414	31,728
Other Miscellaneous Revenue	369900	210,000	-	-	-	-	-	-	-
Transfer From Fund 001	381001	1,106,807	-	-	-	-	-	-	-
Transfer From Fund 137	381137	490,817	-	-	-	-	-	-	-
Sheriff Excess Fees	386400	158,846	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>94,723,921</b>	<b>100,519,099</b>	<b>116,463,300</b>	<b>110,640,135</b>	<b>117,253,098</b>	<b>124,677,559</b>	<b>134,189,570</b>	<b>144,739,575</b>
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
MIS Automation - State Attorney	470-602	36,610	36,795	30,570	30,570	30,570	30,570	30,570	30,570
MIS Automation - Public Defender	470-603	56,465	56,990	45,081	45,081	45,081	45,081	45,081	45,081
Fine & Forfeiture - Risk	495-689	430,793	481,964	654,404	654,404	655,609	656,824	658,052	658,052
Consolidated Dispatch Agency (CDA)	507-529	3,390,741	3,432,711	3,804,347	3,804,347	3,984,564	4,173,792	4,173,792	4,173,792
Diversions Programs	508-569	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Law Enforcement	510-586	53,493,932	53,161,661	59,594,012	59,764,012	63,701,395	67,992,603	73,649,993	79,971,405
Corrections	511-586	37,197,900	40,905,113	43,666,153	43,836,153	46,264,932	49,139,917	52,922,940	57,123,456
State Attorney	532-602	83,075	118,600	118,600	118,600	118,600	118,600	118,600	118,600
State Attorney	532-713	13,335	13,315	11,680	11,680	11,680	11,680	11,680	11,680
Public Defender	533-603	84,050	118,525	118,525	118,525	118,525	118,525	118,525	118,525
Public Defender	533-713	25,120	25,120	41,600	41,600	41,600	41,600	41,600	41,600
Clerk - Article V Expenses	537-614	395,384	479,897	485,076	486,828	511,082	536,548	563,288	591,365
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	1,153,716	1,330,908	1,370,835	1,370,835	1,411,960	1,454,319	1,497,949	1,497,949

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Fine and Forfeiture (110)

Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Transfers	950-581	610,000	-	-	-	-	-	-	-
<b>Total Appropriations</b>		97,228,621	100,519,099	110,298,383	110,640,135	117,253,098	124,677,559	134,189,570	144,739,575
<b>Revenues Less Appropriations</b>		(2,504,700)	-	6,164,917	-	-	-	-	-

## Notes:

The County maintained the countywide millage rate of 8.3144 for FY 2024. 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 10.1% or \$9.5 million. In addition to normal personnel costs and contractual services increases, the budget includes the final year of implementation of a new compensation plan. The pay plan will accomplish competitive pay adjustments between Detention and Law Enforcement as well as increase the starting pay for sworn staff to \$50,000. In addition, while not an increase to the overall County budget, for accounting and administrative efficiencies, some projects previously funded through the capital improvement program were transferred to the Sheriff's budget for projects that are managed by the Sheriff's Office. The Sheriff's contractual services increased over \$1.3 million largely due to the purchase of body cameras and increased cost of providing inmate food and medical 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 2024 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Sheriff Fees-Warrants, Fingerprints, Records	341520	1,072	-	-	-	-	-	-	-
County Court Probation Fees	349120	258,756	209,950	270,000	256,500	264,195	272,121	280,284	288,693
Community Service Fees	349122	93,977	62,700	102,000	96,900	99,807	102,801	105,885	109,062
Probation-no Show Fees	349125	1,330	1,045	1,200	1,140	1,140	1,140	1,140	1,140
Pre-trial Fees	349130	101,387	109,820	94,500	89,775	92,468	95,242	98,100	101,043
SCRAM Unit User Fees	349135	28,750	31,160	20,100	19,095	19,668	20,258	20,866	21,492
GPS	349136	21,837	28,215	22,600	21,470	22,114	22,778	23,461	24,165
Alternative Community Service Fees	349140	630	950	1,000	950	950	950	950	950
UA Testing Fees	349147	208,629	138,700	129,000	122,550	126,227	130,013	133,914	137,931
Alcohol Testing Fees	349148	39,335	40,755	30,500	28,975	29,844	30,740	31,662	32,612
Pool Interest Allocation	361111	5,284	11,495	33,500	31,825	32,462	33,111	33,773	34,448
Other Miscellaneous Revenue	369900	16,531	-	-	-	-	-	-	-
Transfer From Fund 001	381001	3,246,807	3,524,377	3,463,983	3,463,983	3,548,001	3,635,833	3,726,646	3,821,356
<b>Total Revenues</b>		<b>4,024,324</b>	<b>4,159,167</b>	<b>4,168,383</b>	<b>4,133,163</b>	<b>4,236,876</b>	<b>4,344,987</b>	<b>4,456,681</b>	<b>4,572,892</b>
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
MIS Automation - Probation Services	470-523	16,950	17,090	10,279	10,279	10,279	10,279	10,279	10,279
Probation Services - Risk	495-523	22,931	23,890	24,908	24,908	25,132	25,357	25,585	25,585
Indirect Costs - Probation Services	499-523	630,000	633,000	605,000	605,000	623,000	642,000	661,000	681,000
County Probation	542-523	1,220,413	1,401,066	1,393,027	1,411,404	1,455,086	1,500,505	1,547,759	1,596,928
Pretrial Release	544-523	1,590,324	1,887,069	1,881,671	1,897,125	1,934,830	1,974,060	2,014,889	2,057,399
Drug & Alcohol Testing	599-523	144,179	197,052	182,187	184,447	188,549	192,786	197,169	201,701
<b>Total Appropriations</b>		<b>3,624,797</b>	<b>4,159,167</b>	<b>4,097,072</b>	<b>4,133,163</b>	<b>4,236,876</b>	<b>4,344,987</b>	<b>4,456,681</b>	<b>4,572,892</b>
<b>Revenues Less Appropriations</b>		<b>399,527</b>	<b>-</b>	<b>71,311</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The FY 2024 Probation Services revenues are estimated to be slightly lower than FY 2023 due primarily to early termination of sentences, a decrease in court ordered GPS electronic monitoring and withheld adjudications for offenders unable to afford fees. These declines are offset by estimated increases in Probation supervision and community service fees, which allowed for a slight decrease in the general revenue subsidy to the fund from \$3.52 million in FY 2023 to \$3.46 million in FY 2024. The general revenue subsidy is anticipated to increase to \$3.8 million by FY 2028 due to revenues remaining relatively flat and continuing increases in program expenditures.

The decrease in FY 2024 expenditures is due to fluctuations in personnel and operating costs due to employee turnover.



## LEON COUNTY FISCAL YEAR 2024 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 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Mediation Fees	349310	4	-	-	-	-	-	-	-
Teen Court Fees	351500	64,158	65,075	67,600	64,220	65,455	67,735	70,110	71,535
<b>Total Revenues</b>		64,162	65,075	67,600	64,220	65,455	67,735	70,110	71,535
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Teen Court - Risk	495-662	900	965	815	815	819	822	825	825
Indirect Costs - Teen Court	499-662	12,000	11,000	10,000	10,000	10,000	11,000	11,000	11,000
Court Administration - Teen Court	586-662	51,309	53,110	53,405	53,405	54,636	55,913	58,285	59,710
<b>Total Appropriations</b>		64,209	65,075	64,220	64,220	65,455	67,735	70,110	71,535
<b>Revenues Less Appropriations</b>		(47)	-	3,380	-	-	-	-	-

Notes:

FY 2024 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 2024 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.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
County Alcohol Tf (fs 938.13)	348125	5,831	5,985	6,208	5,898	6,016	6,136	6,259	6,384
Felony Drug Intervention	348241	26,719	28,120	33,700	32,015	33,616	35,297	37,061	38,914
Pool Interest Allocation	361111	1,251	1,530	5,400	5,130	5,233	5,338	5,445	5,552
Appropriated Fund Balance	399900	-	57,845	55,092	55,092	53,270	-	-	-
<b>Total Revenues</b>		<b>33,801</b>	<b>93,480</b>	<b>100,400</b>	<b>98,135</b>	<b>98,135</b>	<b>46,771</b>	<b>48,765</b>	<b>50,850</b>
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Drug Abuse	800-562	-	93,480	98,135	98,135	98,135	98,135	98,135	98,135
<b>Total Appropriations</b>		<b>-</b>	<b>93,480</b>	<b>98,135</b>	<b>98,135</b>	<b>98,135</b>	<b>98,135</b>	<b>98,135</b>	<b>98,135</b>
<b>Revenues Less Appropriations</b>		<b>33,801</b>	<b>-</b>	<b>2,265</b>	<b>-</b>	<b>-</b>	<b>(51,364)</b>	<b>(49,370)</b>	<b>(47,285)</b>

Notes:

The FY 2024 Drug Court revenues are estimated to be slightly higher than FY 2023 due to court related programs resuming to normal participation levels since the COVID pandemic. Available Drug Abuse Trust fund balance is used to support the program in FY 2024 and FY 2025. The outyears reflect a deficit in supporting program expenditures as fund balance will be depleted in FY 2025. A reduction in services may need to be considered if revenues do not increase to support the program.

## LEON COUNTY FISCAL YEAR 2024 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 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Court Innovations	348921	50,933	55,955	44,900	42,655	43,510	44,365	45,315	46,170
Local Requirement									
Legal Aid Local	348922	50,933	55,955	44,900	42,655	43,510	44,365	45,315	46,170
Ordinance									
Law Library Local	348923	50,933	55,955	44,900	42,655	43,510	44,365	45,315	46,170
Ordinance									
Juvenile Alternative	348924	50,933	55,955	44,900	42,655	43,510	44,365	45,315	46,170
Local Ordinance									
Fees	349600	10	-	-	-	-	-	-	-
Pool Interest Allocation	361111	4,523	-	-	-	-	-	-	-
Appropriated Fund	399900	-	139,024	178,885	178,885	179,422	177,036	-	-
Balance									
<b>Total Revenues</b>		<b>208,265</b>	<b>362,844</b>	<b>358,485</b>	<b>349,505</b>	<b>353,462</b>	<b>354,496</b>	<b>181,260</b>	<b>184,680</b>
Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Judicial Programs - Risk	495-569	2,331	2,416	2,864	2,864	2,893	2,921	2,950	2,950
Indirect Costs - Judicial	499-601	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Programs									
Alternative Juvenile	509-569	86,058	56,461	57,695	59,327	61,281	63,313	65,424	67,617
Programs									
Law Library	546-714	-	52,440	52,725	52,725	52,725	52,725	52,725	52,725
Judicial	548-662	110,690	198,087	179,217	180,864	182,838	181,812	186,991	189,172
Programs/Article V									
Legal Aid - Court	555-715	44,000	52,440	52,725	52,725	52,725	52,725	52,725	52,725
<b>Total Appropriations</b>		<b>244,079</b>	<b>362,844</b>	<b>346,226</b>	<b>349,505</b>	<b>353,462</b>	<b>354,496</b>	<b>361,815</b>	<b>366,189</b>
<b>Revenues Less Appropriations</b>		<b>(35,814)</b>	<b>-</b>	<b>12,259</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(180,555)</b>	<b>(181,509)</b>

Notes:

A decrease in revenues for 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 2024 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 FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Building Permits	322000	4,033,133	2,105,200	1,809,000	1,718,550	1,778,699	1,876,527	1,979,736	2,088,622
Manufactured Homes	322005	60,652	47,310	48,300	45,885	48,179	50,588	53,118	55,774
Contractor's Licenses	329140	2,530	4,750	5,100	4,845	4,893	4,942	4,992	5,042
Electronic Document Recording Fee	329290	6,510	8,075	8,600	8,170	8,252	8,334	8,418	8,502
Notice of Commencement Fee	329291	108,086	-	-	-	-	-	-	-
State Surcharge Retention	335291	11,675	8,075	10,000	9,500	9,785	10,079	10,381	10,692
Technology Fee	341111	17,234	80,000	81,600	81,600	83,232	99,878	101,876	103,913
Pool Interest Allocation	361111	30,398	72,210	107,800	102,410	104,458	106,547	108,678	110,852
Net Incr(decr) In Fmv Of Investment	361300	(157,066)	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	470,642	937,201	937,201	954,836	938,774	-	-
<b>Total Revenues</b>		<b>4,113,152</b>	<b>2,796,262</b>	<b>3,007,601</b>	<b>2,908,161</b>	<b>2,992,334</b>	<b>3,095,669</b>	<b>2,267,199</b>	<b>2,383,397</b>
Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Building Inspection Technology	076055-524	-	80,000	81,600	81,600	83,232	99,878	101,876	103,913
Building Plans Review and Inspection	220-524	1,790,822	2,238,003	2,320,895	2,352,766	2,421,162	2,494,704	2,571,061	2,650,360
MIS Automation - Building Inspection	470-524	4,290	6,465	8,060	8,060	8,060	8,060	8,060	8,060
Building Inspection	495-524	13,156	13,794	14,735	14,735	14,880	15,027	15,174	15,174
Indirect Costs - Building Inspections	499-524	415,000	458,000	451,000	451,000	465,000	478,000	493,000	508,000
Transfers	950-581	37,500	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>2,260,768</b>	<b>2,796,262</b>	<b>2,876,290</b>	<b>2,908,161</b>	<b>2,992,334</b>	<b>3,095,669</b>	<b>3,189,171</b>	<b>3,285,507</b>
<b>Revenues Less Appropriations</b>		<b>1,852,384</b>	<b>-</b>	<b>131,311</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(921,972)</b>	<b>(902,110)</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 2024, revenues reflect a 17% decrease from FY 2023 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 pandemic on the economy. Consumer demand and supply chain shortages in the post COVID economic recovery caused high inflation, which was countered by the Federal Reserve increasing interest rates. These increased rates then slowed building construction loans and mortgages which in turn results in building permitting activity subsiding. To address these declines, staffing levels will be managed to meet current demand for services.

To ensure Building Inspection continues to provide prompt permitting services, \$937,201 in fund balance is budgeted in FY 2024. As the outyears reflect only nominal increases in revenues, to keep the Building Inspection fund self-sustaining, staffing levels will be adjusted to meet the current demand for services.

## LEON COUNTY FISCAL YEAR 2024 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 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Licenses And Permits	322100	-	1,584,200	1,200,000	1,140,000	1,174,200	1,209,426	1,245,709	1,283,080
Stormwater - Standard Form	329100	588,405	-	-	-	-	-	-	-
Stormwater - Short Form B-High	329110	3,285	-	-	-	-	-	-	-
Stormwater - Short Form B-Low	329111	47,411	-	-	-	-	-	-	-
Stormwater - Short Form A	329112	290,874	-	-	-	-	-	-	-
New Address Assignments	329113	55,548	-	-	-	-	-	-	-
Tree Permits	329120	4,757	-	-	-	-	-	-	-
Vegetative Management Plans	329121	1,680	-	-	-	-	-	-	-
Landscape Permit Fees	329130	44,370	-	-	-	-	-	-	-
Amend/Resubmittal/Extensions	329150	14,165	-	-	-	-	-	-	-
General Utility Permit	329160	14,190	-	-	-	-	-	-	-
Operating Permit	329170	53,293	-	-	-	-	-	-	-
Communications Tower Bonds	329171	7,020	-	-	-	-	-	-	-
Subdivision Exemptions	329200	22,164	-	-	-	-	-	-	-
Certificate Of Concurrence	329210	34,908	-	-	-	-	-	-	-
Project Status	329240	112,335	-	-	-	-	-	-	-
PUV - Permitted Use Verification	329250	23,204	-	-	-	-	-	-	-
Site Plan Review	329260	149,549	-	-	-	-	-	-	-
Other Development Review Fees	329270	43,900	-	-	-	-	-	-	-
Electronic Document Recording Fee	329290	791	-	-	-	-	-	-	-
Code or Lien Cost Recovery Fee	341300	18,830	17,290	18,678	17,744	18,809	19,937	21,134	22,402
Driveway Permit Fees	343930	56,220	84,360	91,509	86,934	91,280	95,844	100,636	105,668
Environmental Analysis	343941	88,965	-	-	-	-	-	-	-
Boaa Variance Requests	343950	1,500	-	-	-	-	-	-	-
Reinspection Fees	349100	9,008	-	-	-	-	-	-	-
Code Enforcement Board Fines	354100	47,030	38,760	43,300	41,135	42,369	43,640	44,949	46,298
Pool Interest Allocation	361111	22,487	45,619	84,400	80,180	81,784	83,419	85,088	86,789
Net Incr(decr) In Fmv Of Investment	361300	(123,066)	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	6,135	-	-	-	-	-	-	-
Abandon Property Registration Fee	369905	17,400	13,395	15,500	14,725	14,578	14,432	14,288	14,145
Transfer From Fund 126	381126	2,215,948	2,141,996	3,332,547	3,332,547	3,418,725	3,509,824	3,605,483	3,703,639
Appropriated Fund Balance	399900	-	500,000	-	-	-	-	-	-
<b>Total Revenues</b>		<b>3,872,306</b>	<b>4,425,620</b>	<b>4,785,934</b>	<b>4,713,265</b>	<b>4,841,745</b>	<b>4,976,522</b>	<b>5,117,287</b>	<b>5,262,021</b>

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

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

Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Environmental Services	420-537	1,304,779	1,687,051	1,716,986	1,740,714	1,791,106	1,843,182	1,897,226	1,953,308
Development Services	422-537	714,775	877,839	913,072	925,089	948,589	974,468	1,001,311	1,029,171
Code Compliance Services	423-537	536,999	535,573	541,017	547,925	561,275	575,099	589,417	604,240
DS Support Services	424-537	487,997	586,938	652,426	661,110	678,144	696,936	716,288	736,257
MIS Automation - Growth Management	470-537	20,265	28,440	22,745	22,745	22,745	22,745	22,745	22,745
Growth Management - Risk	495-537	19,099	19,779	21,682	21,682	21,886	22,092	22,300	22,300
Indirect Costs - Growth Management	499-537	600,000	690,000	794,000	794,000	818,000	842,000	868,000	894,000
<b>Total Appropriations</b>		<b>3,683,914</b>	<b>4,425,620</b>	<b>4,661,928</b>	<b>4,713,265</b>	<b>4,841,745</b>	<b>4,976,522</b>	<b>5,117,287</b>	<b>5,262,021</b>
<b>Revenues Less Appropriations</b>		<b>188,392</b>	<b>-</b>	<b>124,006</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Notes:

In FY 2024, permit fee revenue is estimated to decrease over FY 2023 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. Due to the decline in revenue, the general revenue subsidy increased by \$1.2 million in FY 2024. The outyears reflect general fund support increasing incrementally to maintain service levels and is anticipated to increase up to \$3.7 million in FY 2028.

## LEON COUNTY FISCAL YEAR 2024 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 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Non Ad-valorem Assessment	319100	3,467,886	3,528,965	3,762,411	3,574,290	3,624,331	3,675,071	3,726,522	3,778,693
Delinquent Assessments 2013	319213	-	-	-	-	-	-	-	-
Delinquent Assessments-2014	319214	258	-	-	-	-	-	-	-
Delinquent Assessments-2015	319215	108	-	-	-	-	-	-	-
Delinquent Assessments-2016	319216	199	-	-	-	-	-	-	-
Delinquent Assessments-2017	319217	591	-	-	-	-	-	-	-
Delinquent Assessments - 2018	319218	1,253	-	-	-	-	-	-	-
Delinquent Assessments	319219	2,123	-	-	-	-	-	-	-
Delinquent Assessments - 2020	319220	(80,240)	-	-	-	-	-	-	-
Pool Interest Allocation	361111	30,057	64,705	154,600	146,870	149,807	152,804	155,860	158,977
Net Incr(decr) In Fmv Of Investment	361300	(103,728)	-	-	-	-	-	-	-
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	1,473,726	1,706,698	2,050,582	2,050,582	2,116,588	2,198,296	2,299,770	2,413,893
<b>Total Revenues</b>		<b>5,592,233</b>	<b>6,100,368</b>	<b>6,767,593</b>	<b>6,571,742</b>	<b>6,690,726</b>	<b>6,826,171</b>	<b>6,982,152</b>	<b>7,151,563</b>
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
Stormwater Maintenance	433-538	3,375,222	3,915,146	4,188,565	4,219,546	4,345,686	4,422,514	4,518,191	4,622,912
MIS Automation - Stormwater	470-538	70	70	75	75	75	75	75	75
Stormwater Utility - Risk	495-538	22,941	23,774	24,913	24,913	25,162	25,414	25,668	25,668
Indirect Costs - Stormwater Utility	499-538	471,000	369,000	412,000	412,000	424,000	437,000	450,000	464,000
Tax Collector	513-586	67,849	74,028	74,768	74,768	74,768	74,768	74,768	74,768
Transfers	950-581	1,650,050	1,718,350	1,840,440	1,840,440	1,821,035	1,866,400	1,913,450	1,964,140
<b>Total Appropriations</b>		<b>5,587,132</b>	<b>6,100,368</b>	<b>6,540,761</b>	<b>6,571,742</b>	<b>6,690,726</b>	<b>6,826,171</b>	<b>6,982,152</b>	<b>7,151,563</b>
<b>Revenues Less Appropriations</b>		<b>5,100</b>	<b>-</b>	<b>226,832</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

### 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 2024 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 vehicle repair costs. As presented to the Board at the June 20, 2023 Budget Workshop, to ensure the continued long-term fiscal viability of the County and eliminate the general revenue subsidy, a stormwater fee study is intended to be conducted in FY 2027 and considered as part of the FY 2028 budget process.

Additionally, a review of fund reserves in FY 2023 indicated that \$946,212 in fund balance above policy minimums was available to support stormwater infrastructure and preventative maintenance capital improvement projects. To ensure infrastructure improvement projects continue and are not delayed due to supply chain issues, this funding was advanced in FY 2023.



## LEON COUNTY FISCAL YEAR 2024 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 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
SHIP - Doc Stamp Revenue	345100	14,418	936,449	1,135,109	1,135,109	1,135,109	1,135,109	1,135,109	1,135,109
SHIP Loan Repayment	345150	206,675	70,000	70,000	70,000	70,000	70,000	70,000	70,000
Pool Interest Allocation	361111	8,939	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>230,032</b>	<b>1,006,449</b>	<b>1,205,109</b>	<b>1,205,109</b>	<b>1,205,109</b>	<b>1,205,109</b>	<b>1,205,109</b>	<b>1,205,109</b>
Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
SHIP 2019-2022	932054-554	12,060	-	-	-	-	-	-	-
SHIP Hurricane Housing Recovery	932055-554	12,529	-	-	-	-	-	-	-
SHIP 2020-2023	932056-554	47,000	-	-	-	-	-	-	-
SHIP 2021-2024	932058-554	158,443	-	-	-	-	-	-	-
SHIP 2022-2025	932059-554	-	1,006,449	-	-	-	-	-	-
SHIP 2023-2026	932080-554	-	-	1,202,540	1,205,109	1,205,109	1,205,109	1,205,109	1,205,109
<b>Total Appropriations</b>		<b>230,032</b>	<b>1,006,449</b>	<b>1,202,540</b>	<b>1,205,109</b>	<b>1,205,109</b>	<b>1,205,109</b>	<b>1,205,109</b>	<b>1,205,109</b>
<b>Revenues Less Appropriations</b>		<b>-</b>	<b>-</b>	<b>2,569</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The State Housing Initiatives Partnership (SHIP) program allocated \$1,135,109 for local housing programs to Leon County during the FY 2023 legislative session. The increase in SHIP funding is expected to remain consistent in outyears due to major changes in statutory minimums awarded to jurisdictions.

In FY 2024, a portion of the SHIP funding (\$283,135) will be allocated towards affordable multifamily dwellings which can be used to match and leverage state and federal bond financing programs.

## LEON COUNTY FISCAL YEAR 2024 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 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
EMPG Base Grant-Federal	331271	90,914	91,300	89,532	89,532	90,427	91,332	92,245	93,167
EMPG ARPA Grant	331273	13,926	-	-	-	-	-	-	-
Law Enforcement Block Grant	331280	38,356	38,356	38,356	38,356	38,356	38,356	38,356	38,356
USEPA Clean Water Campaign	331351	7,500	-	-	-	-	-	-	-
DOT Old Bainbridge Road 1-10 to CC NW	331417	444,551	-	-	-	-	-	-	-
FCC Emergency Connectivity Grant	331711	241	-	-	-	-	-	-	-
The Big Read Grant	331729	16,230	-	-	-	-	-	-	-
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	22,927	-	-	-	-	-	-	-
Waste Tire Grant	334324	19,819	-	-	-	-	-	-	-
Belair-Annawood	334356	70,468	-	-	-	-	-	-	-
Septic to Sewer Grant NE Lake Munson	334357	300,509	-	-	-	-	-	-	-
Septic to Sewer Grant FDEP - Wilkinson	334368	354,793	-	-	-	-	-	-	-
Woods Sewer Project									
Dep Storage Tank Program	334392	125,012	154,648	151,000	151,000	152,510	154,035	155,575	157,131
FDOT Smith Creek Bike Lanes Grant	334401	1,123,828	-	-	-	-	-	-	-
Smith Creek Bikes Lanes Phase II	334402	724,573	-	-	-	-	-	-	-
Mosquito Control	334610	74,737	38,026	38,026	38,026	38,026	38,026	38,026	38,026
ARPC Regional Resiliency Grant	334615	254,800	-	-	-	-	-	-	-
Boating Improvement	334792	73,879	-	-	-	-	-	-	-
Veteran's Court Funds	334891	132	-	-	-	-	-	-	-
BP 2000 Magnolia Dr	337406	1,731,842	-	-	-	-	-	-	-
Multiuse Trail									
HFA Emergency Repairs	337502	118,605	50,000	50,000	50,000	50,000	50,000	50,000	50,000
BP 2000 St. Marks Greenway	337702	125,473	-	-	-	-	-	-	-
Library of Things	337712	10,755	-	-	-	-	-	-	-
Friends Of The Library	337714	3,198	15,000	15,000	15,000	15,000	15,000	15,000	15,000
BP Comp Wastewater Treatment	343918	247,476	-	-	-	-	-	-	-
FHFC Hurricane Housing	345130	16,017	-	-	-	-	-	-	-
Slosberg \$3 Driver Education	348531	78,430	83,800	80,000	80,000	81,600	83,232	84,897	86,595
Net Incr(decr) In Fmv Of Investment	361300	(8,709)	-	-	-	-	-	-	-
Capacity Fee	363244	3,900	-	-	-	-	-	-	-
Contributions And Donations	366000	6,282	-	-	-	-	-	-	-

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Grants (125)

Revenue Sources	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Florida Health Literacy	366201	1,633	-	-	-	-	-	-	-
Big Bend Healthcare Coalition	366311	6,350	-	-	-	-	-	-	-
Plant Wildflowers Grant	366313	1,000	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	24	-	-	-	-	-	-	-
Library E-Rate Program	369910	121	-	-	-	-	-	-	-
Transfer From Fund 126	381126	311,672	331,108	371,257	371,257	384,873	398,997	413,689	427,249
Transfer From Fund 305	381305	150,000	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>6,667,069</b>	<b>908,044</b>	<b>938,977</b>	<b>938,977</b>	<b>956,598</b>	<b>974,784</b>	<b>993,594</b>	<b>1,011,330</b>
Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
St. Marks Headwaters Greenways	047001-572	125,473	-	-	-	-	-	-	-
Smith Creek Bike Lanes	052004-541	1,123,828	-	-	-	-	-	-	-
Smith Creek Bike Lane Phase II	052005-541	724,573	-	-	-	-	-	-	-
DOT Old Bainbridge Rd I-10 to Cap. Circle NW Improve.	053010-541	444,551	-	-	-	-	-	-	-
Magnolia Drive Multi- Use Trail	055010-541	1,731,842	-	-	-	-	-	-	-
Intersection and Safety Improvements	057001-541	3,900	-	-	-	-	-	-	-
BP Comprehensive Wastewater Treatment Project	062006-535	247,476	-	-	-	-	-	-	-
Belair-Annawood Septic to Sewer	062007-535	70,468	-	-	-	-	-	-	-
NE Lake Munson Septic to Sewer	062008-535	300,509	-	-	-	-	-	-	-
Mosquito Control Grant	214-562	74,737	38,026	38,026	38,026	38,026	38,026	38,026	38,026
Grants - Risk	495-595	5,343	2,222	2,328	2,328	2,352	2,375	2,398	2,398
Emergency Management	864-525	110,113	121,221	121,221	121,221	121,290	121,328	121,368	121,408
DEP Storage Tank	866-524	199,277	215,421	226,520	230,344	236,966	243,800	250,859	258,147
Library E-Rate Program	912013-571	121	-	-	-	-	-	-	-
FCC Emergency Connectivity Grant	912014-571	241	-	-	-	-	-	-	-
The Big Read Grant	912029-571	16,230	-	-	-	-	-	-	-
Patron Donations- Library	913023-571	6,282	-	-	-	-	-	-	-
Friends Literacy Contract 2005	913045-571	3,198	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Library of Things	913075-571	10,755	-	-	-	-	-	-	-
Plant Wildflowers Grant	913076-571	983	-	-	-	-	-	-	-
Florida Health Literacy Grant	913201-571	1,103	-	-	-	-	-	-	-
Florida Health Literacy	913202-571	530	-	-	-	-	-	-	-
Slosberg Drivers Education Grant	915013-529	78,454	83,800	80,000	80,000	81,600	83,232	84,897	84,897
ARPC Regional Resiliency Grant	917016-559	254,800	-	-	-	-	-	-	-
Boating Improvement	921043-572	73,879	-	-	-	-	-	-	-
Waste Tire Grant FY22	922047-562	19,819	-	-	-	-	-	-	-

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Grants (125)

Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
BP Horizon Oil Spill	925017-559	29,586	-	-	-	-	-	-	-
USEPA Clean Water Campaign	927018-535	7,500	-	-	-	-	-	-	-
FDEP Springs Restoration	927128-535	354,793	-	-	-	-	-	-	-
HFA Emergency Repairs Program	932019-554	118,605	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Florida Hurricane Housing Grant	932057-554	16,017	-	-	-	-	-	-	-
Veteran's Court	944010-601	-	-	-	-	-	-	-	-
Transfers	950-581	192,398	-	-	-	-	-	-	-
EM-SHSGP Federal Grant	952015-525	22,927	-	-	-	-	-	-	-
EMPG Federal Grant	952019-525	90,914	-	109,970	-	-	-	-	-
EMPA Base Grant- State	952020-525	105,806	-	159,382	-	-	-	-	-
EMPG ARPA Grant	952022-525	13,926	-	-	-	-	-	-	-
EMPG Federal Grant	952023-525	-	105,390	-	-	-	-	-	-
EMPA Base Grant- State	952024-525	-	152,777	-	-	-	-	-	-
EMPG Federal Grant	952029-525	-	-	-	111,722	115,593	119,614	123,788	128,127
EMPA State Grant	952030-525	-	-	-	161,980	167,415	173,053	178,902	184,971
Big Bend Healthcare Coalition	952039-525	6,350	-	-	-	-	-	-	-
FDLE JAG Pretrial FY20-21	982065-521	38,356	-	-	-	-	-	-	-
FDLE JAG Pretrial FY21-22	982066-521	-	38,356	38,356	-	-	-	-	-
FDLE JAG Pretrial FY22-23	982067-521	-	-	-	38,356	38,356	38,356	38,356	38,356
Grant Match Funds	991-595	-	85,831	90,000	90,000	90,000	90,000	90,000	90,000
<b>Total Appropriations</b>		<b>6,625,661</b>	<b>908,044</b>	<b>930,803</b>	<b>938,977</b>	<b>956,598</b>	<b>974,784</b>	<b>993,594</b>	<b>1,011,330</b>
<b>Revenues Less Appropriations</b>		<b>41,408</b>	<b>-</b>	<b>8,174</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Notes:

Grant program expenditures for Emergency Management and the Storage Tank Program are greater than the grant allocations, which require nominally 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 2024 TENTATIVE BUDGET

## »» Non-Countywide General Revenue (126)

Fund Type: Special Revenue

The Non Countywide 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 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Local Communication Svcs Tax	315000	2,711,460	2,599,200	2,961,000	2,812,950	2,897,339	2,984,259	3,073,786	3,166,000
State Revenue Sharing	335120	8,158,338	6,451,450	7,380,000	7,011,000	7,221,330	7,437,970	7,661,109	7,890,942
Insurance Agents County	335130	77,749	68,780	73,700	70,015	70,715	71,422	72,137	72,858
Mobile Home Licenses	335140	25,147	24,026	23,160	22,002	22,662	23,342	24,042	24,763
Alcoholic Beverage Licenses	335150	117,652	122,360	118,500	112,575	115,952	119,431	123,014	126,704
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	15,415,389	14,803,850	16,476,000	15,652,200	16,121,766	16,605,419	17,103,582	17,616,689
Net Incr(decr) In Fmv Of Investment	361300	(421,322)	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>26,307,663</b>	<b>24,281,754</b>	<b>27,255,611</b>	<b>25,892,830</b>	<b>26,661,852</b>	<b>27,453,931</b>	<b>28,269,758</b>	<b>29,110,044</b>
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Transfers	950-581	21,687,575	24,281,754	25,892,830	25,892,830	26,661,852	27,453,931	28,269,758	29,110,044
<b>Total Appropriations</b>		<b>21,687,575</b>	<b>24,281,754</b>	<b>25,892,830</b>	<b>25,892,830</b>	<b>26,661,852</b>	<b>27,453,931</b>	<b>28,269,758</b>	<b>29,110,044</b>
<b>Revenues Less Appropriations</b>		<b>4,620,088</b>	<b>-</b>	<b>1,362,781</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 \$1.4 million from the FY 2023 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 (CST) had been in decline statewide 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 2024 revenues estimate an increase of \$213,750 from FY 2023.

## LEON COUNTY FISCAL YEAR 2024 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 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
US Treasury - Emergency Rental Assistance	331612	302,363	-	-	-	-	-	-	-
US Treasury - Emergency Rental Assistance	331613	2,219,113	-	-	-	-	-	-	-
DOH-Emergency Medical Services	334201	-	60,000	60,000	60,000	60,000	60,000	60,000	60,000
DOH-State EMS Matching Grant	334202	44,065	-	-	-	-	-	-	-
Tree Bank Donations	337410	13,363	-	-	-	-	-	-	-
Friends Endowment	337716	54,314	-	-	-	-	-	-	-
Parks And Recreation	347200	38,247	-	-	-	-	-	-	-
Pool Interest Allocation	361111	6,842	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(11,283)	-	-	-	-	-	-	-
Transfer From Fund 135	381135	18,970	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>2,685,993</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 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Friends Endowment 2005	913115-571	54,314	-	-	-	-	-	-	-
Tree Bank	921053-541	13,363	-	-	-	-	-	-	-
Miccosukee Community Center	921116-572	3,721	-	-	-	-	-	-	-
Miccosukee Community Center	921126-572	14,169	-	-	-	-	-	-	-
Woodville Community Center	921136-572	15,538	-	-	-	-	-	-	-
Ft. Braden Community Center	921146-572	2,347	-	-	-	-	-	-	-
Bradfordville Community Center	921156-572	125	-	-	-	-	-	-	-
Lake Jackson Community Center	921166-572	2,347	-	-	-	-	-	-	-
US Treasury - Emergency Rental Assistance	932078-554	2,225,520	-	-	-	-	-	-	-
US Treasury - Emergency Rental Assistance	932079-554	302,363	-	-	-	-	-	-	-
US Treasury - Emergency Rental Assistance	961067-526	44,410	-	-	-	-	-	-	-
EMS/DOH - EMS Equipment	961068-526	-	60,000	-	-	-	-	-	-
EMS/DOH - EMS Equipment	961071-526	-	-	60,000	60,000	60,000	60,000	60,000	60,000
<b>Total Appropriations</b>		<b>2,678,217</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>
<b>Revenues Less Appropriations</b>		<b>7,776</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## LEON COUNTY FISCAL YEAR 2024 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 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
State Revenue Sharing Enhanced 911 Fee	335220	259,596	261,630	271,579	258,000	265,740	273,712	281,924	290,381
State Revenue Sharing Enhanced 911 DMS	335221	1,144,758	955,605	1,209,400	1,148,930	1,183,398	1,218,900	1,255,467	1,293,131
Pool Interest Allocation	361111	-	-	700	665	679	692	706	720
Transfer From Fund 330	381330	37,576	84,585	122,032	122,032	477,118	449,439	421,990	392,720
<b>Total Revenues</b>		<b>1,441,930</b>	<b>1,301,820</b>	<b>1,603,711</b>	<b>1,529,627</b>	<b>1,926,935</b>	<b>1,942,743</b>	<b>1,960,087</b>	<b>1,976,952</b>
Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Enhanced E-911- Administration	180-525	1,181,213	1,165,088	1,373,861	1,378,732	1,773,011	1,785,790	1,799,104	1,812,969
MIS Automation	470-525	26,980	42,955	42,985	42,985	42,985	42,985	42,985	42,985
Insurance for E-911	495-525	2,679	2,777	2,910	2,910	2,939	2,968	2,998	2,998
Indirect Costs - Emergency 911	499-525	79,000	91,000	105,000	105,000	108,000	111,000	115,000	118,000
<b>Total Appropriations</b>		<b>1,289,872</b>	<b>1,301,820</b>	<b>1,524,756</b>	<b>1,529,627</b>	<b>1,926,935</b>	<b>1,942,743</b>	<b>1,960,087</b>	<b>1,976,952</b>
<b>Revenues Less Appropriations</b>		<b>152,059</b>	<b>-</b>	<b>78,955</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

For FY 2024, 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 2024 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 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
MSTU Ad Valorem	311130	9,393,222	10,154,053	17,294,745	16,430,008	17,908,708	18,983,231	19,932,392	20,929,012
Delinquent Taxes 2010	311210	46	-	-	-	-	-	-	-
Delinquent Taxes 2011	311211	47	-	-	-	-	-	-	-
Delinquent Taxes 2012	311212	9	-	-	-	-	-	-	-
Delinquent Taxes 2013	311213	44	-	-	-	-	-	-	-
Delinquent Taxes 2014	311214	63	-	-	-	-	-	-	-
Delinquent Taxes 2015	311215	74	-	-	-	-	-	-	-
Delinquent Taxes 2016	311216	123	-	-	-	-	-	-	-
Delinquent Taxes 2017	311217	198	-	-	-	-	-	-	-
Delinquent Taxes 2018	311218	344	-	-	-	-	-	-	-
Delinquent Taxes 2019	311219	1,350	-	-	-	-	-	-	-
Delinquent Taxes 2020	311220	2,915	-	-	-	-	-	-	-
Ambulance Fees	342600	11,692,536	11,694,500	13,512,801	12,837,161	13,222,276	13,618,944	14,027,512	14,448,338
Medicaid - Ambulance Fees	342601	210,177	200,000	210,600	200,070	200,070	200,070	200,070	200,070
Special Events	342604	201,500	309,520	325,580	309,301	318,580	328,137	337,982	348,121
Patient Transports	342605	14,566	19,000	17,628	16,747	17,249	17,766	18,299	18,848
Medicaid - Fee for Service	342607	2,717,707	2,092,000	2,842,000	2,842,000	2,927,260	3,015,078	3,105,530	3,198,696
Pool Interest Allocation	361111	44,536	184,091	284,800	270,560	275,971	281,491	287,120	292,863
Net Incr(decr) In Fmv Of Investment	361300	(78,179)	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	(114)	5,700	47,000	44,650	4,750	4,750	4,750	4,750
Other Miscellaneous Revenue	369900	10,158	33,250	35,000	33,250	33,250	33,250	33,250	33,250
Transfer From Fund 001	381001	1,144,162	1,788,751	-	-	-	-	-	-
Transfer From Fund 125	381125	192,398	-	-	-	-	-	-	-
Transfer From Fund 128	381128	1,104,096	-	-	-	-	-	-	-
Transfer From Fund 140	381140	200,000	200,000	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	171,185	138,759	138,759	-	-	-	-
<b>Total Revenues</b>		<b>26,851,980</b>	<b>26,852,050</b>	<b>34,708,914</b>	<b>33,122,506</b>	<b>34,908,114</b>	<b>36,482,717</b>	<b>37,946,905</b>	<b>39,473,948</b>
Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Emergency Medical Services Vehicle & Equipment Replacement	026014-526	709,723	53,000	2,095,000	2,095,000	3,165,000	3,135,000	3,610,000	3,675,000
New Emergency Medical Services Vehicle & Equipment	026021-526	-	55,000	400,000	400,000	-	410,000	-	420,000
Emergency Medical Services Technology	076058-526	(1,406)	75,000	25,000	25,000	25,000	25,000	25,000	25,000
Emergency Medical Services	185-526	23,316,697	24,691,801	26,811,169	27,012,324	27,375,960	28,444,391	28,971,450	29,492,877
MIS Automation - EMS Fund	470-526	20,640	20,755	31,225	31,225	31,225	31,225	31,225	31,225
EMS - Risk	495-526	76,376	88,926	93,906	93,906	94,755	95,612	96,477	96,477
Indirect Costs - EMS	499-526	1,447,000	1,664,000	1,719,000	1,719,000	1,771,000	1,824,000	1,878,000	1,935,000



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Emergency Medical Services MSTU (135)

Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Tax Collector	513-586	157,578	203,568	329,100	329,100	335,700	342,400	349,200	349,200
Transfers	950-581	1,388,039	-	-	-	-	-	-	-
Budgeted Reserves - EMS Fund	990-599	-	-	1,416,951	1,416,951	2,109,474	2,175,089	2,985,553	3,449,169
<b>Total Appropriations</b>		<b>27,114,647</b>	<b>26,852,050</b>	<b>32,921,351</b>	<b>33,122,506</b>	<b>34,908,114</b>	<b>36,482,717</b>	<b>37,946,905</b>	<b>39,473,948</b>
<b>Revenues Less Appropriations</b>		<b>(262,667)</b>	<b>-</b>	<b>1,787,563</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Notes:

Property valuations increased 7.87% for the FY 2024 budget. In addition to the increase in property values, the growth in the MSTU revenue reflects the increase in the millage rate from 0.50 to 0.75. During the FY 2024 budget process, the Board approved the planned millage rate increase to eliminate the general revenue subsidy to the EMS fund. Additionally, the 0.75 millage rate in FY 2024 provides for reserves to support future increased staffing and equipment requirements for the program over the next five years.

In FY 2024, most of the increase in expenditures is related to the planned replacement of aging ambulances in the EMS fleet. Last year, ambulances were advance funded to ensure that orders for new ambulances could be made as manufacturers dealt with a backlog of orders. By advance funding the ambulances the cost was not reflected in the adopted budget. This funding is returned to the normal budget cycle for FY 2024. In addition, to maintain current service levels and ensure adequate resources are available for increased call demand, the FY 2024 budget includes eliminating part-time paramedic positions to fund eight full time positions. Additional increases are associated with special pay stipends, inflationary costs of EMS contracts and medical supplies.

## LEON COUNTY FISCAL YEAR 2024 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.

Revenue Sources	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
American Rescue Plan Act	331504	28,512,431	-	-	-	-	-	-	-
Pool Interest Allocation	361111	211,755	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(32,333)	-	-	-	-	-	-	-
ARP Appropriated Fund Balance	399902	-	3,071,844	-	-	-	-	-	-
<b>Total Revenues</b>		<b>28,691,853</b>	<b>3,071,844</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Transfers	950-581	6,331,223	3,071,844	-	-	-	-	-	-
American Rescue Plan Act	952021-525	5,294,047	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>11,625,270</b>	<b>3,071,844</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenues Less Appropriations</b>		<b>17,066,583</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 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. 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 was 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 and \$6.16 million was allocated to support the capital program.

The remaining \$2.15 million in ARPA funding was allocated in FY 2024 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, this funding was appropriated in FY 2023.

## LEON COUNTY FISCAL YEAR 2024 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Public Service Tax - Electric	314100	6,814,503	7,512,487	7,725,000	7,338,750	7,558,913	7,785,680	8,019,250	8,259,828
Public Service Tax - Water	314300	1,132,032	1,177,090	1,580,000	1,501,000	1,546,030	1,592,411	1,640,183	1,689,389
Public Service Tax - Gas	314400	724,481	771,770	686,889	652,545	672,121	692,285	713,053	734,445
Public Service Tax - Fuel Oil	314700	1,038	2,708	2,851	2,708	2,708	2,708	2,708	2,708
Public Service Tax - 2% Discount	314999	(30,070)	(27,075)	(30,000)	(28,500)	(28,500)	(28,500)	(28,500)	(28,500)
DOT-Reimbursement Route 27	343913	4,306	5,741	5,741	5,741	5,741	5,741	5,741	5,741
Parks And Recreation	347200	(150)	28,500	-	-	-	-	-	-
Coe's Landing Park	347201	119,490	114,000	113,600	107,920	112,237	116,726	121,395	126,251
Animal Control	351310	412	-	-	-	-	-	-	-
Education									
Pool Interest Allocation	361111	9,018	26,686	49,600	47,120	48,062	49,024	50,004	51,004
Contributions And Donations	366000	43,002	-	-	-	-	-	-	-
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>9,318,063</b>	<b>10,111,907</b>	<b>10,633,681</b>	<b>10,127,284</b>	<b>10,417,312</b>	<b>10,716,075</b>	<b>11,023,834</b>	<b>11,340,866</b>
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Animal Control	201-562	1,788,393	1,965,482	2,024,984	2,033,099	2,096,496	2,162,347	2,230,740	2,301,795
Parks and Recreation Services	436-572	3,310,061	3,959,814	4,289,754	4,322,072	4,410,303	4,513,359	4,642,724	4,749,219
MIS Automation - Animal Control	470-562	3,860	3,935	3,809	3,809	3,809	3,809	3,809	3,809
MIS Automation - Parks and Recreation	470-572	19,130	19,365	20,582	20,582	20,582	20,582	20,582	20,582
Municipal Services - Risk	495-572	36,457	39,585	47,731	47,731	47,964	48,199	48,436	48,436
Indirect Costs - Municipal Services (Animal Control)	499-562	229,000	252,000	273,000	273,000	281,000	290,000	298,000	307,000
Indirect Costs - Municipal Services (Parks & Recreation)	499-572	649,000	746,000	858,000	858,000	884,000	910,000	938,000	966,000
Payment to City- Parks & Recreation	838-572	1,568,268	1,634,919	1,704,403	1,704,403	1,776,840	1,852,356	1,852,356	1,852,356
Transfers	950-581	1,792,840	1,490,807	905,021	864,588	896,318	915,423	989,187	1,091,669
<b>Total Appropriations</b>		<b>9,397,009</b>	<b>10,111,907</b>	<b>10,127,284</b>	<b>10,127,284</b>	<b>10,417,312</b>	<b>10,716,075</b>	<b>11,023,834</b>	<b>11,340,866</b>
<b>Revenues Less Appropriations</b>		<b>(78,945)</b>	<b>-</b>	<b>506,397</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

### Notes:

For FY 2024, Public Services Tax (PST) revenues are projected to remain level with a modest \$29,523 increase. 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 \$417,600 from the previous fiscal year (\$1.03 million in FY 2023 to \$614,622 in FY 2023). This is part of the total \$6.7 million general revenue transfer to the capital fund. The remaining transfer is from the General Fund.

As part of the Sales Tax Extension, \$500,000 was approved to be used to maintain parks constructed with previous local infrastructure sales tax dollars. This is a level transfer from the Sales Tax Extension JPA Fund (Fund 352) that will occur until 2039.

## LEON COUNTY FISCAL YEAR 2024 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. 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 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Fire Service Fee - City Billing	325201	5,957,661	5,611,352	7,754,177	7,366,468	7,476,965	7,589,120	7,702,956	7,818,501
Fire Service Fee	325202	2,950,590	3,025,378	3,884,163	3,689,955	3,745,304	3,801,484	3,858,506	3,916,384
Delinquent Fees	325203	6,634	-	-	-	-	-	-	-
City VFD Payment	337407	482,479	482,479	482,479	482,479	482,479	482,479	482,479	482,479
Pool Interest Allocation	361111	44,041	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(254,819)	-	-	-	-	-	-	-
Transfer From Fund 126	381126	1,400,000	1,600,000	-	-	-	-	-	-
<b>Total Revenues</b>		<b>10,586,586</b>	<b>10,719,209</b>	<b>12,120,819</b>	<b>11,538,902</b>	<b>11,704,748</b>	<b>11,873,083</b>	<b>12,043,941</b>	<b>12,217,364</b>
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
VFD Fire Services - Risk	495-552	330	854	948	948	948	948	948	948
Indirect Costs - Fire Services	499-522	36,000	41,000	47,000	47,000	48,000	50,000	51,000	53,000
Tax Collector	513-586	59,155	61,197	74,116	74,116	75,049	75,049	75,049	75,049
Fire Services Payment	838-522	10,207,895	10,079,634	10,871,797	10,871,797	11,035,576	11,201,773	11,371,489	11,542,766
Volunteer Fire Department	843-522	216,788	482,479	482,479	482,479	482,479	482,479	482,479	482,479
Transfers	950-581	879,726	54,045	62,562	62,562	62,696	62,834	62,976	63,122
<b>Total Appropriations</b>		<b>11,399,893</b>	<b>10,719,209</b>	<b>11,538,902</b>	<b>11,538,902</b>	<b>11,704,748</b>	<b>11,873,083</b>	<b>12,043,941</b>	<b>12,217,364</b>
<b>Revenues Less Appropriations</b>		<b>(813,308)</b>	<b>-</b>	<b>581,917</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.

Most of the revenue increase is related to the implementation of the new fire services fee to adequately fund the County's share of the Fire Department as approved at the April 25, 2023 Budget Workshop and later ratified at the May 9, 2023 Board meeting. Increasing the fire services fee eliminates the general revenue subsidy that was provided to assist funding these services over the previous two years.

## LEON COUNTY FISCAL YEAR 2024 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). Expenditure of these revenues, as limited by law, is to support 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 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Tourist Development (4 Cents)	312100	6,119,992	5,230,434	6,795,820	6,456,029	6,649,710	6,849,201	7,054,677	7,266,318
Tourist Development (1 Cent)	312110	1,529,992	1,307,609	1,699,440	1,614,468	1,646,757	1,679,693	1,713,286	1,747,552
COT Capital Reimbursement	337304	134,535	-	-	-	-	-	-	-
Pool Interest Allocation	361111	71,923	56,753	188,200	178,790	182,366	186,013	189,733	193,528
Net Incr(decr) In Fmv Of Investment	361300	(387,471)	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	2,894	-	-	-	-	-	-	-
Merchandise Sales	365000	7,165	5,730	6,323	6,007	6,188	6,375	6,565	6,762
Special Event Grant Reimbursements	366500	-	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Other Miscellaneous Revenue	369900	41,146	33,533	35,211	33,450	33,450	33,450	33,450	33,450
Appropriated Fund Balance	399900	-	253,645	16,594	16,594	52,108	17,604	18,142	18,684
<b>Total Revenues</b>		<b>7,520,177</b>	<b>6,900,204</b>	<b>8,754,088</b>	<b>8,317,838</b>	<b>8,583,079</b>	<b>8,784,836</b>	<b>9,028,353</b>	<b>9,278,794</b>
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Tourism Development Building	086065-552	2,140,036	-	-	-	-	-	-	-
Administration	301-552	554,270	671,166	756,487	761,562	774,444	788,746	800,952	813,640
Advertising	302-552	1,269,928	1,270,000	1,750,000	1,750,000	1,600,000	1,500,000	1,500,000	1,500,000
Marketing	303-552	1,698,019	2,661,828	3,153,692	3,165,211	3,526,354	3,447,132	3,450,262	3,479,912
Special Projects	304-552	508,954	700,000	700,000	700,000	700,000	700,000	700,000	700,000
MIS Automation - Tourism	470-552	8,560	8,935	8,151	8,151	8,151	8,151	8,151	8,151
Tourism - Risk	495-552	6,432	6,666	6,922	6,922	6,993	7,065	7,136	7,136
Indirect Costs - Tourism	499-552	238,000	274,000	283,000	283,000	291,000	306,000	321,000	337,000
Council on Culture & Arts (COCA)	888-573	1,529,997	1,307,609	1,614,468	1,614,468	1,646,757	1,679,693	1,713,286	1,747,552
Transfers	950-581	250,000	-	28,524	28,524	29,380	30,261	31,169	32,104
Budgeted Reserves - Tourism Development	990-599	-	-	-	-	-	317,788	496,397	653,299
<b>Total Appropriations</b>		<b>8,204,196</b>	<b>6,900,204</b>	<b>8,301,244</b>	<b>8,317,838</b>	<b>8,583,079</b>	<b>8,784,836</b>	<b>9,028,353</b>	<b>9,278,794</b>
<b>Revenues Less Appropriations</b>		<b>(684,019)</b>	<b>-</b>	<b>452,844</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## LEON COUNTY FISCAL YEAR 2024 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.

Leon County's tourism revenue continues to increase after the subsidence of COVID and a restoration of normal travel activities. In addition to events that attract overnight stays, Leon County has seen an increase in available rooms related to the construction of new hotels near the universities and the interstate. Also, the average room rate has increased as demand and inflation drive the hotel rates which results in greater tourism revenue collection as the tourist tax rate is collected as a percentage of a hotel room's cost.

Expenditure increases reflect more funds for the COCA cultural grant programs, as well as additional resources for the Division of Tourism marketing efforts and costs associated with the Leon County/Tallahassee bicentennial celebration in FY 2024 and the 2026 World Athletics Cross Country Championship at Apalachee Regional Park. To begin preliminary programming efforts for these events, \$291,318 in dedicated Tourism fund balance was appropriated in FY 2023.

## LEON COUNTY FISCAL YEAR 2024 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 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).

<b>Revenue Sources</b>	<b>Acct #</b>	<b>Actual FY 2022</b>	<b>Adopted FY 2023</b>	<b>Requested FY 2024</b>	<b>Budget FY 2024</b>	<b>Planned FY 2025</b>	<b>Planned FY 2026</b>	<b>Planned FY 2027</b>	<b>Planned FY 2028</b>
Pool Interest Allocation	361111	40	500	526	500	500	500	500	500
Other Interest Earnings	361390	11,061	9,100	6,000	5,700	5,700	1,676	1,006	1,006
Special Assessments	363000	88,980	91,400	140,982	133,933	136,233	70,933	71,333	59,733
<b>Total Revenues</b>		<b>100,081</b>	<b>101,000</b>	<b>147,508</b>	<b>140,133</b>	<b>142,433</b>	<b>73,109</b>	<b>72,839</b>	<b>61,239</b>
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	<b>Actual FY 2022</b>	<b>Adopted FY 2023</b>	<b>Requested FY 2024</b>	<b>Budget FY 2024</b>	<b>Planned FY 2025</b>	<b>Planned FY 2026</b>	<b>Planned FY 2027</b>	<b>Planned FY 2028</b>
Tax Collector	513-586	1,788	4,959	4,550	4,550	4,449	942	942	942
Transfers	950-581	95,400	96,041	135,583	135,583	137,984	72,167	71,897	60,297
<b>Total Appropriations</b>		<b>97,188</b>	<b>101,000</b>	<b>140,133</b>	<b>140,133</b>	<b>142,433</b>	<b>73,109</b>	<b>72,839</b>	<b>61,239</b>
<b>Revenues Less Appropriations</b>		<b>2,893</b>	<b>-</b>	<b>7,375</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The increase in revenue for this fund is associated with the Tower Oaks paving special assessment being levied for the first time in FY 2024. Outyear revenues will continue to see a decline in revenue as previous special assessments are paid in full.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Special Assessment - 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 to pay for the costs associated with maintaining the new City of Tallahassee sewer service distribution system. These assessments are collected and remitted to the City of Tallahassee in accordance with interlocal agreements with the City of Tallahassee. Areas include Killearn Lakes Units I and II completed in October 2006 and each parcel within Units I and II is levied at \$179.43. Annawood subdivision was completed in 2022 and is levied on eight units.

Revenue Sources	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Pool Interest Allocation	361111	2,568	-	-	-	-	-	-	-
Special Assessment - Killearn Lakes Sewer	363230	228,120	237,500	250,000	237,500	237,500	237,500	237,500	237,500
Special Assessment - Annawood Sewer	363231	-	-	7,796	7,406	7,406	7,406	7,406	7,406
<b>Total Revenues</b>		<b>230,688</b>	<b>237,500</b>	<b>257,796</b>	<b>244,906</b>	<b>244,906</b>	<b>244,906</b>	<b>244,906</b>	<b>244,906</b>
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Tax Collector	513-586	4,451	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Payment to City - Sewer Services	838-535	223,669	232,500	239,906	239,906	239,906	239,906	239,906	239,906
<b>Total Appropriations</b>		<b>228,120</b>	<b>237,500</b>	<b>244,906</b>	<b>244,906</b>	<b>244,906</b>	<b>244,906</b>	<b>244,906</b>	<b>244,906</b>
<b>Revenues Less Appropriations</b>		<b>2,568</b>	<b>-</b>	<b>12,890</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The increase in revenue for this fund is associated with the Belair-Annawood sewer special assessment being levied for the first time in FY 2024.

## LEON COUNTY FISCAL YEAR 2024 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 facilitates 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 the upkeep, maintenance, and management of the facility.

Revenue Sources	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Parking Facilities	344500	98,034	176,532	87,000	82,650	58,900	48,925	49,400	41,325
Pool Interest Allocation	361111	13,964	23,646	82,500	78,375	79,943	81,541	83,172	84,836
Interest Income - Other	361120	59,589	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(79,123)	-	-	-	-	-	-	-
Rents And Royalties	362000	1,235,481	651,422	1,443,000	1,370,850	913,900	489,250	463,125	427,025
Other Miscellaneous Revenue	369900	98,005	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	169,634	-	-	342,491	501,675	526,490	659,057
<b>Total Revenues</b>		<b>1,425,951</b>	<b>1,021,234</b>	<b>1,612,500</b>	<b>1,531,875</b>	<b>1,395,234</b>	<b>1,121,391</b>	<b>1,122,187</b>	<b>1,212,243</b>
Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
County Government Annex	086025-519	64,322	150,000	565,737	565,737	401,195	101,511	76,557	138,905
County Government Annex	154-519	466,203	597,295	609,474	609,474	628,017	645,248	661,129	678,709
County Government Annex - Risk	495-519	36,349	41,702	54,218	54,218	54,223	54,229	54,236	54,236
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	255,550	208,237	278,446	278,446	286,799	295,403	304,265	313,393
<b>Total Appropriations</b>		<b>846,424</b>	<b>1,021,234</b>	<b>1,531,875</b>	<b>1,531,875</b>	<b>1,395,234</b>	<b>1,121,391</b>	<b>1,122,187</b>	<b>1,212,243</b>
<b>Revenues Less Appropriations</b>		<b>579,527</b>	<b>-</b>	<b>80,625</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</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 in the Capital Improvements Project Section. In addition, FY 2024 and outyear transfers reflect utility payments to the General Fund (001).

The increase in lease revenue is due to the addition of two new leases in FY 2024. The decline in outyears reflects the programmed expiration of leases, which may or may not be extended or renegotiated. Revenue is only contemplated when a lease is active. FY 2025 through FY 2028 reflect the use of accumulated fund balance to support expenditures, however, based on current leasing trends, it is anticipated that leasing revenue will continue to increase. If lease activity does not increase expenditure reductions and/or general revenue support may be needed as fund balance will be near depletion in FY 2028.

## LEON COUNTY FISCAL YEAR 2024 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.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Pool Interest Allocation	361111	3,210	-	7,900	7,505	7,656	7,808	7,964	8,124
Interest Income - Other	361120	16,787	-	-	-	-	-	-	-
Rents And Royalties	362000	321,143	320,435	458,225	435,314	375,511	192,874	179,550	154,755
<b>Total Revenues</b>		<b>341,140</b>	<b>320,435</b>	<b>466,125</b>	<b>442,819</b>	<b>383,167</b>	<b>200,682</b>	<b>187,514</b>	<b>162,879</b>
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Huntington Oaks Plaza Bldg Improvement	083002-519	7,807	77,000	158,570	158,570	91,813	-	30,000	-
Huntington Oaks Plaza Operating	155-519	51,189	106,699	111,567	111,567	113,384	115,249	117,157	119,111
Huntington Oaks - Risk	495-519	11,396	13,093	13,083	13,083	13,083	13,083	13,083	13,083
Indirect Costs - Huntington Oaks Plaza	499-519	10,000	12,000	50,000	50,000	52,000	53,000	55,000	56,000
Huntington Oaks Plaza Transfers	950-581	114,630	111,643	109,599	109,599	112,887	116,274	119,762	123,355
<b>Total Appropriations</b>		<b>195,022</b>	<b>320,435</b>	<b>442,819</b>	<b>442,819</b>	<b>383,167</b>	<b>297,606</b>	<b>335,002</b>	<b>311,549</b>
<b>Revenues Less Appropriations</b>		<b>146,118</b>	<b>-</b>	<b>23,306</b>	<b>-</b>	<b>-</b>	<b>(96,924)</b>	<b>(147,488)</b>	<b>(148,670)</b>

Notes:

FY 2024 and FY 2025 reflect a steady level of anticipated rents to support operating expenditures. 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; however, based on current leasing trends, it is anticipated that leasing revenue will continue to increase. If lease activity does not increase expenditure reductions and/or general revenue support may be needed starting in FY 2026.

## LEON COUNTY FISCAL YEAR 2024 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.

Revenue Sources	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Transfer From Fund 126	381126	3,270,062	3,271,593	3,269,753	3,269,753	3,270,583	-	-	-
<b>Total Revenues</b>		3,270,062	3,271,593	3,269,753	3,269,753	3,270,583	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
2014 Debt Series	979-582	3,270,062	3,271,593	3,269,753	3,269,753	3,270,583	-	-	-
<b>Total Appropriations</b>		3,270,062	3,271,593	3,269,753	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 2024 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 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
COT Capital	337304	130,000	130,000	130,000	130,000	130,000	35,890	-	-
Reimbursement									
Transfer From Fund	381126	127,731	127,689	127,645	127,645	127,601	35,891	-	-
126									
<b>Total Revenues</b>		257,731	257,689	257,645	257,645	257,601	71,781	-	-
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Bond Series 2020	979-582	257,731	257,689	257,645	257,645	257,601	71,781	-	-
<b>Total Appropriations</b>		257,731	257,689	257,645	257,645	257,601	71,781	-	-
<b>Revenues Less Appropriations</b>		-	-	-	-	-	-	-	-

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 2024 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 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Transfer From Fund 126	381126	354,083	419,905	418,893	418,893	417,788	421,590	420,208	418,733
<b>Total Revenues</b>		354,083	419,905	418,893	418,893	417,788	421,590	420,208	418,733
Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Bond Series 2021	979-582	354,083	419,905	418,893	418,893	417,788	421,590	420,208	418,733
<b>Total Appropriations</b>		354,083	419,905	418,893	418,893	417,788	421,590	420,208	418,733
<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 2024 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 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Transfer From Fund 001	381001	660,414	680,226	700,633	700,633	721,652	743,302	765,601	788,569
Transfer From Fund 126	381126	542,050	575,421	557,404	557,404	533,467	513,590	492,713	465,858
<b>Total Revenues</b>		<b>1,202,464</b>	<b>1,255,647</b>	<b>1,258,037</b>	<b>1,258,037</b>	<b>1,255,119</b>	<b>1,256,892</b>	<b>1,258,314</b>	<b>1,254,427</b>
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
ESCO Lease	977-582	1,202,464	1,255,647	1,258,037	1,258,037	1,255,119	1,256,892	1,258,314	1,254,427
<b>Total Appropriations</b>		<b>1,202,464</b>	<b>1,255,647</b>	<b>1,258,037</b>	<b>1,258,037</b>	<b>1,255,119</b>	<b>1,256,892</b>	<b>1,258,314</b>	<b>1,254,427</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 2024 is reflected in the Facilities Management and Facilities Detention Center operating budgets in the General Fund (001).

## LEON COUNTY FISCAL YEAR 2024 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 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Transfer From Fund	381126	-	510,688	512,862	512,862	511,734	510,542	509,286	512,965
<b>Total Revenues</b>		-	510,688	512,862	512,862	511,734	510,542	509,286	512,965
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
800 MHz Radios	949-582	-	510,688	512,862	512,862	511,734	510,542	509,286	512,965
<b>Total Appropriations</b>		-	510,688	512,862	512,862	511,734	510,542	509,286	512,965
<b>Revenues Less Appropriations</b>		-	-	-	-	-	-	-	-

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 2024 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Pool Interest Allocation	361111	204,875	146,352	53,220	50,559	51,570	52,602	53,654	54,727
Net Incr(decr) In Fmv Of Investment	361300	(1,254,197)	-	-	-	-	-	-	-
Transfer From Fund 001	381001	3,609,520	7,147,360	6,090,400	6,090,400	12,907,947	17,969,608	18,720,410	16,839,584
Transfer From Fund 120	381120	37,500	-	-	-	-	-	-	-
Transfer From Fund 137	381137	5,840,406	318,090	-	-	-	-	-	-
Transfer From Fund 140	381140	1,390,480	1,032,222	614,622	614,622	638,853	650,234	716,042	810,330
Transfer From Fund 160	381160	250,000	-	-	-	-	-	-	-
Transfer From Fund 352	381352	2,125,000	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	-	-	-	6,965,810	-	-	-
<b>Total Revenues</b>		<b>12,203,584</b>	<b>8,644,024</b>	<b>6,758,242</b>	<b>6,755,581</b>	<b>20,564,180</b>	<b>18,672,444</b>	<b>19,490,106</b>	<b>17,704,641</b>
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
General Vehicle & Equipment Replacement	026003-519	330,675	-	1,021,000	-	598,000	722,859	935,425	704,386
Stormwater Vehicle & Equipment Replacement	026004-538	13,919	-	925,000	-	1,024,520	1,011,000	1,250,425	1,081,500
Fleet Management Shop Equipment	026010-519	-	46,000	18,700	18,700	45,000	37,000	-	-
General Government New Vehicle Requests	026018-519	101,265	-	-	-	-	-	-	-
Apalachee Regional Park	045001-572	582,918	100,000	500,000	-	-	500,000	500,000	500,000
Pedrick Road Pond Walking Trail	045007-572	13,249	-	-	-	-	-	-	-
Parks Capital Maintenance	046001-572	682,700	425,000	1,320,000	-	1,085,000	980,000	850,000	850,000
Playground Equipment Replacement	046006-572	386,483	611,000	250,000	-	-	-	-	-
New Vehicles and Equipment for Parks/Greenways	046007-572	155,806	-	55,000	-	-	-	-	-
Greenways Capital Maintenance	046009-572	251,549	300,000	435,000	-	600,000	340,000	450,000	450,000
Dog Parks - Unincorporated Area	046013-572	-	-	-	-	75,000	-	-	-
Chaires Park	046014-572	1,355,675	-	-	-	-	-	-	-
Boat Landing Improvements and Renovations	047002-572	418,509	-	-	-	-	-	-	-
N. Florida Fairgrounds Milling and Resurfacing	051009-541	-	-	220,000	-	220,000	-	-	-
Stormwater and Transportation Improvements	056010-541	12,233	-	-	-	-	-	-	-

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Capital Improvements (305)

Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
2/3rds Tower Oaks Private Road Paving	057917-541	608,928	-	-	-	-	-	-	-
Lake Henrietta Renovation	061001-538	-	400,000	-	-	-	-	-	-
Woodville Sewer Project	062003-535	179,869	-	-	-	-	-	-	-
Belair-Annawood Septic to Sewer	062007-535	248,193	-	-	-	-	-	-	-
Lexington Pond - Ford's Arm	063005-538	-	-	800,000	-	-	-	-	-
Stormwater Pond Repairs	066026-538	48,050	460,000	400,000	100,000	400,000	100,000	100,000	100,000
Stormwater Infrastructure Preventative Maintenance	067006-538	454,309	-	-	-	-	-	-	-
Financial Hardware and Software	076001-519	47,080	64,000	44,570	284,570	95,157	95,762	96,385	50,000
Supervisor of Elections Technology	076005-519	74,678	50,000	50,000	50,000	50,000	50,000	50,000	50,000
County Compute Infrastructure	076008-519	(147,844)	550,000	625,000	705,000	667,780	669,813	451,908	124,065
Geographic Information Systems	076009-539	285,985	337,000	1,154,318	349,000	359,000	380,000	440,000	440,000
Library Services Technology	076011-571	234,151	318,030	350,030	325,030	255,030	255,030	245,030	245,030
Permit & Enforcement Tracking System	076015-537	381,945	336,000	281,800	324,300	295,890	310,685	325,669	328,852
Technology In Chambers	076022-519	-	122,400	122,760	50,000	50,000	50,000	50,000	50,000
Courtroom Technology	076023-519	108,016	131,320	242,320	233,781	220,575	205,575	205,575	110,000
User Computer Upgrades	076024-519	177,805	100,000	300,000	350,000	450,000	450,000	450,000	450,000
Mobile Devices	076042-519	39,724	90,914	91,391	-	91,883	92,389	92,911	93,448
State Attorney Technology	076047-519	148,838	138,860	163,415	166,200	168,795	171,468	174,221	177,056
State Attorney Technology	076047-713	-	-	1,800	-	-	-	-	-
Public Defender Technology	076051-519	70,801	95,500	165,500	125,500	102,500	102,500	102,500	102,500
Geographic Information Systems	076060-539	312,759	298,500	298,500	298,500	298,500	298,500	298,500	298,500
Incremental Basemap Update									
Records Management	076061-519	-	205,000	135,000	160,000	187,550	191,677	195,927	200,304
E-Filing System for Court Documents	076063-519	3,248	125,000	125,000	-	125,000	125,000	125,000	125,000
Justice Information System (JIS) Upgrade	076065-519	-	50,000	1,000,000	250,000	1,000,000	1,000,000	1,000,000	1,000,000
Large Application Upgrades	076066-519	-	50,000	110,000	110,000	115,000	120,000	250,000	250,000
Remote Server Center (RSC) Improvements	076067-519	-	25,750	26,253	-	-	-	-	-
Public Safety Complex Technology	076069-529	-	-	-	450,000	600,000	600,000	600,000	600,000
Courtroom Minor Renovations	086007-519	106,192	60,000	75,000	75,000	75,000	75,000	75,000	75,000
Architectural & Engineering Services	086011-519	20,492	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Courthouse Security	086016-519	66,617	35,000	35,000	35,000	35,000	35,000	35,000	35,000

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Capital Improvements (305)

Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Common Area Furnishings	086017-519	4,772	55,000	55,000	55,000	55,000	55,000	55,000	55,000
County Government Annex	086025-519	-	-	50,000	-	-	-	-	-
Courthouse Renovations	086027-519	110,886	130,000	90,000	90,000	165,000	40,000	40,000	40,000
Sheriff Facilities Capital Maintenance	086031-523	1,850,131	-	3,216,950	-	4,730,000	3,985,000	3,060,630	2,805,000
Medical Examiner Facility	086067-527	-	60,000	-	-	-	-	-	-
Building Roofing Repairs and Replacements	086076-519	163,647	997,190	86,817	-	425,000	100,000	175,000	175,000
Building Mechanical Repairs and Replacements	086077-519	1,035,933	536,000	741,000	-	791,000	786,000	1,500,000	1,506,000
Building Infrastructure Improvements	086078-519	459,888	438,060	1,035,000	785,000	1,100,000	1,662,800	1,795,000	1,795,000
Building General Maintenance and Renovations	086079-519	338,085	425,000	1,657,000	-	1,670,000	546,386	1,800,000	1,500,000
Solar Arrays on County Buildings	086081-519	-	50,000	50,000	50,000	80,000	80,000	50,000	50,000
ESCO Capital Improvements	086083-519	532,264	-	-	-	-	-	-	-
Essential Libraries Initiative	086085-571	105,314	-	500,000	500,000	1,000,000	1,000,000	500,000	-
Serenity Cemetery Expansion	091002-519	-	-	190,000	-	-	190,000	-	190,000
Public Safety Complex Voting Equipment Replacement	096016-529	309,579	330,000	905,000	755,000	1,150,000	1,150,000	1,000,000	1,000,000
	096028-513	-	37,500	-	-	48,000	48,000	105,000	38,000
Transfers	950-581	150,000	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>12,835,314</b>	<b>8,644,024</b>	<b>19,979,124</b>	<b>6,755,581</b>	<b>20,564,180</b>	<b>18,672,444</b>	<b>19,490,106</b>	<b>17,704,641</b>
<b>Revenues Less Appropriations</b>		<b>(631,731)</b>	<b>-</b>	<b>(13,220,882)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

### Notes:

The FY 2024 – FY 2028 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; however, the FY 2023 transfer increased to \$8.18 million.

The FY 2024 general capital improvement program is \$6.8 million. In FY 2021, Leon County received \$57.02 million in America Recovery Plan Act (ARPA) funding which allowed for local governments to use a portion on revenue loss recovery. \$3.6 million of this funding was allocated to the Capital Fund for FY 2022, \$6.16 million in FY 2023, and another \$2.15 million for FY 2024. Using these remaining \$2.15 million in ARPA funds offsets the need to increase the general revenue transfer to capital, resulting in a reduction in the FY 2024 transfer to \$6.7 million.

A review of fund reserves in FY 2023 indicated that the County had \$11.8 million in available general revenue fund balances above the policy minimums that were available to support the capital program for the next two to three years. To ensure some capital projects are not delayed due to current supply chain difficulties, especially with vehicles and construction materials, the \$2.15 million in ARPA funding and the \$11.8 million in fund balances were appropriated in FY 2023. This funding will support projects associated with the purchase of County vehicles and heavy equipment, building improvements, Sheriff Facilities improvements, and stormwater infrastructure and park facility improvements.

For FY 2024, additional funding is allocated for IT infrastructure, improvements to critical facilities including the Public Safety Complex, and the Essential Libraries Strategic Initiative. 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.

FY 2025 shows the appropriation of the remaining fund balance reserves to assist in balancing the budget. Outyears reflect revenues returning to normal growth and the general revenue transfer increasing to \$18 million by FY 2027.

## LEON COUNTY FISCAL YEAR 2024 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 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Pool Interest Allocation	361111	93,581	-	55,200	52,440	53,489	54,559	55,650	56,763
Net Incr(decr) In Fmv Of Investment	361300	(532,625)	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	2	-	-	-	-	-	-	-
Transfer From Fund 106	381106	2,016,170	2,843,222	414,016	414,016	4,126,474	4,154,989	4,161,243	4,276,142
Appropriated Fund Balance	399900	-	-	1,449,890	1,449,890	-	-	-	-
<b>Total Revenues</b>		<b>1,577,128</b>	<b>2,843,222</b>	<b>1,919,106</b>	<b>1,916,346</b>	<b>4,179,963</b>	<b>4,209,548</b>	<b>4,216,893</b>	<b>4,332,905</b>
Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Public Works Vehicle & Equipment Replacement	026005-541	188,475	-	1,723,000	-	1,663,000	1,560,000	1,634,000	1,715,700
Arterial & Collector Roads Pavement Markings	026015-541	251,062	135,200	135,200	135,200	135,200	135,200	135,200	135,200
New Public Works Vehicles & Equipment	026022-541	-	101,340	62,840	-	-	-	-	-
Baum Road Drainage Improvement	054011-541	35,811	-	-	-	-	-	-	-
Community Safety & Mobility	056005-541	-	-	50,000	-	-	100,000	-	-
Stormwater and Transportation Improvements	056010-541	539,511	-	-	-	-	-	-	-
Public Works Design and Engineering Services	056011-541	10,370	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Sidewalk Program	056013-541	78,803	1,418,682	1,449,890	1,449,890	1,481,763	1,514,348	1,547,693	1,582,005
Intersection & Safety Improvements	057001-541	5,402	-	-	-	-	-	-	-
Maylor Road Stormwater Improvements	065005-538	78,004	-	-	-	-	-	-	-
Stormwater Infrastructure Preventative Maintenance	067006-538	560,368	1,088,000	1,733,000	231,256	800,000	800,000	800,000	800,000
<b>Total Appropriations</b>		<b>1,747,806</b>	<b>2,843,222</b>	<b>5,253,930</b>	<b>1,916,346</b>	<b>4,179,963</b>	<b>4,209,548</b>	<b>4,216,893</b>	<b>4,332,905</b>
<b>Revenues Less Appropriations</b>		<b>(170,678)</b>	<b>-</b>	<b>(3,334,824)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## LEON COUNTY FISCAL YEAR 2024 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 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 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.

A review of fund reserves in FY 2023 indicated that \$3.9 million in Transportation Trust fund balance above policy minimums were available to support the transportation capital program. To ensure infrastructure improvements continue and heavy equipment and vehicle purchases are not delayed due to supply chain issues, this funding was advanced funded in FY 2023. As a result, the transfer to the Transportation Capital Fund decreased from \$2.8 million in FY 2023 to \$414,016. The remaining fund balance reserves are appropriated in FY 2024 to support the sidewalk program.

## LEON COUNTY FISCAL YEAR 2024 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 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Pool Interest Allocation	361111	35,141	48,564	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(197,536)	-	-	-	-	-	-	-
<b>Total Revenues</b>		(162,395)	48,564	-	-	-	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Intersection & Safety Improvements	057001-541	205,657	-	-	-	-	-	-	-
Sheriff Facilities Capital Maintenance	086031-523	-	48,564	49,050	-	-	-	-	-
<b>Total Appropriations</b>		205,657	48,564	49,050	-	-	-	-	-
<b>Revenues Less Appropriations</b>		(368,052)	-	(49,050)	-	-	-	-	-

Notes:

The current 1-Cent Local Option Sales Tax expired in 2019. On 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 effect 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 and maintenance needs at the Sheriff Facilities.

## LEON COUNTY FISCAL YEAR 2024 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 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
BP2000 JPA Revenue	343916	81,958	-	-	-	-	-	-	-
Pool Interest Allocation	361111	14,037	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(78,173)	-	-	-	-	-	-	-
<b>Total Revenues</b>		17,822	-	-	-	-	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Fred George Park	043007-572	18,916	-	-	-	-	-	-	-
Community Safety & Mobility	056005-541	303,053	-	-	-	-	-	-	-
Sidewalk Program	056013-541	(7,141)	-	-	-	-	-	-	-
Lexington Pond Retrofit	063005-538	81,958	-	-	-	-	-	-	-
Stormwater Infrastructure Preventative Maintenance	067006-541	7,141	-	-	-	-	-	-	-
<b>Total Appropriations</b>		403,927	-	-	-	-	-	-	-
<b>Revenues Less Appropriations</b>		(386,105)	-	-	-	-	-	-	-

Notes:

The current 1-Cent Local Option Sales Tax expired in 2019. On 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 2024 TENTATIVE BUDGET

## »» ESCO 2020 (323)

Fund Type: Capital Projects

The ESCO 2020 Capital Projects Fund was established in 2020 to account for energy saving loan proceeds and capital expenditures related to the installation of energy savings projects related to lighting, mechanical and water system upgrades primarily at the Courthouse and Detention Facility. A companion debt service fund (Fund 223) was established to fund the debt service for this capital financing loan.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Debt Proceeds	384100	2,599,223	-	-	-	-	-	-	-
<b>Total Revenues</b>		2,599,223	-	-	-	-	-	-	-
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
ESCO Capital Improvements	086083-519	2,599,223	-	-	-	-	-	-	-
<b>Total Appropriations</b>		2,599,223	-	-	-	-	-	-	-
<b>Revenues Less Appropriations</b>		-	-	-	-	-	-	-	-

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »»» Supervisor of Elections Building (324)

Fund Type: Capital Projects

The Supervisor of Elections Capital Project Fund was established to account for capital expenditures related to the renovations of the Supervisor of Elections Voting Operations Center building. A companion debt service fund (Fund 224) was established to fund the debt service for this capital financing loan.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Pool Interest Allocation	361111	7,298	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(5,731)	-	-	-	-	-	-	-
<b>Total Revenues</b>		1,567	-	-	-	-	-	-	-
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
SOE Building Improvements	086084-519	1,514,629	-	-	-	-	-	-	-
<b>Total Appropriations</b>		1,514,629	-	-	-	-	-	-	-
<b>Revenues Less Appropriations</b>		(1,513,061)	-	-	-	-	-	-	-

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 800 MHz Radios (326)

Fund Type: Capital Projects

The 800 MHz Capital Project Fund was established to account for capital expenditures associated with the replacement of the County's 800 MHz radios. A companion debt service fund (Fund 226) was established to fund the debt service for this capital financing loan.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Pool Interest Allocation	361111	6,051	-	-	-	-	-	-	-
Transfer From Fund 135	381135	1,169,069	-	-	-	-	-	-	-
Transfer From Fund 145	381145	827,986	-	-	-	-	-	-	-
Debt Proceeds	384100	3,400,000	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>5,403,106</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
800 MHz Radios Capital	096030-519	5,397,055	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>5,397,055</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenues Less Appropriations</b>		<b>6,051</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »»» 9-1-1 Capital Projects (330)

Fund Type: Capital Projects

The 9-1-1 Capital Projects Fund was established to support 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 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Pool Interest Allocation	361111	37,137	51,139	55,000	52,250	53,295	54,361	55,448	56,557
Net Incr(decr) In Fmv Of Investment	361300	(212,108)	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	1	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	33,446	69,782	69,782	423,823	395,078	366,542	336,163
<b>Total Revenues</b>		(174,970)	84,585	124,782	122,032	477,118	449,439	421,990	392,720
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Transfers	950-581	37,576	84,585	117,161	122,032	477,118	449,439	421,990	392,720
<b>Total Appropriations</b>		37,576	84,585	117,161	122,032	477,118	449,439	421,990	392,720
<b>Revenues Less Appropriations</b>		(212,546)	-	7,621	-	-	-	-	-

Notes:

Revenues are collected in the operating fund (Fund 130). FY 2024 and outyear transfers reflect support for maintenance of equipment 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 2024 TENTATIVE BUDGET

## »» Sales Tax - Extension 2020 (351)

Fund Type: Capital Projects

In November 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 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
1 Cent Sales Tax	312600	5,947,837	5,190,800	6,447,000	6,124,650	6,308,950	6,498,000	6,692,750	6,894,150
LIFE Revenue	312601	59,439	-	-	-	-	-	-	-
Pool Interest Allocation	361111	61,167	20,900	204,900	194,655	198,548	202,519	206,569	210,701
Net Incr(decr) In Fmv Of Investment	361300	(377,622)	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>5,690,820</b>	<b>5,211,700</b>	<b>6,651,900</b>	<b>6,319,305</b>	<b>6,507,498</b>	<b>6,700,519</b>	<b>6,899,319</b>	<b>7,104,851</b>
Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Open Graded Cold Mix Main/Resurfacing	026006-541	-	161,632	159,968	159,968	215,605	215,605	215,605	215,605
DOT Old Bainbridge Road @ CC NW	053011-541	-	701,500	-	-	-	-	-	-
Arterial/Collect/Local Road Resurfacing	056001-541	2,111,675	4,348,568	5,007,741	5,959,337	6,041,893	6,234,914	6,433,714	6,639,246
Intersection and Safety Improvement	057001-541	-	-	200,000	200,000	250,000	250,000	250,000	250,000
<b>Total Appropriations</b>		<b>2,111,675</b>	<b>5,211,700</b>	<b>5,367,709</b>	<b>6,319,305</b>	<b>6,507,498</b>	<b>6,700,519</b>	<b>6,899,319</b>	<b>7,104,851</b>
<b>Revenues Less Appropriations</b>		<b>3,579,146</b>	<b>-</b>	<b>1,284,191</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 2024 revenue estimates reflect sales tax collections growing from FY 2022 and FY 2023 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, OGCM maintenance and intersection/safety capital projects.

## LEON COUNTY FISCAL YEAR 2024 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 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
LIFE Revenue	312601	1,130,129	1,038,160	1,288,000	1,223,600	1,260,460	1,298,270	1,337,220	1,377,310
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	39,939	-	65,000	61,750	62,985	64,245	65,530	66,840
Net Incr(decr) In Fmv Of Investment	361300	(243,752)	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>4,801,315</b>	<b>4,913,160</b>	<b>5,228,000</b>	<b>5,160,350</b>	<b>5,198,445</b>	<b>5,237,515</b>	<b>5,277,750</b>	<b>5,319,150</b>
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Sidewalk Program	056013-541	52	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	2,125,000
L.I.F.E. Rural Road Safety Stabilization	091003-541	203,035	100,000	100,000	100,000	100,000	100,000	100,000	100,000
L.I.F.E. Miccosukee Sense of Place	091004-519	166,972	338,053	259,320	258,600	-	-	-	-
L.I.F.E. Street Lighting	091005-541	30,180	125,000	125,000	125,000	125,000	125,000	125,000	125,000
L.I.F.E. Transportation Safety & Neighborhood Enhancements	091006-541	-	-	-	275,000	275,000	275,000	275,000	275,000
L.I.F.E. Boat Landing Enhancements & Upgrades	091007-572	109,383	185,000	185,000	185,000	185,000	185,000	185,000	185,000
L.I.F.E. Stormwater and Flood Relief	091009-538	-	290,107	275,000	-	295,460	333,270	302,220	412,310
L.I.F.E. Recreational Amenities	091010-572	45,970	-	125,000	341,750	342,985	344,245	415,530	346,840
Transfers	950-581	2,625,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
<b>Total Appropriations</b>		<b>3,180,591</b>	<b>4,913,160</b>	<b>4,944,320</b>	<b>5,160,350</b>	<b>5,198,445</b>	<b>5,237,515</b>	<b>5,277,750</b>	<b>5,319,150</b>
<b>Revenues Less Appropriations</b>		<b>1,620,724</b>	<b>-</b>	<b>283,680</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

On 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 2024, Sales Tax Extension revenue estimates continues to show a rebound from the reductions 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 2024 and the outyears since this is a lump sum payment from Blueprint specified in the interlocal agreement.

Sales Tax Extension projects in FY 2024 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, Transportation Safety and Neighborhood Enhancements, Boat Landing, and Recreational Amenities). 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 2024 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 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Solid Waste	313700	443,916	317,775	447,023	424,672	437,412	450,534	464,050	477,972
Waste Disposal Special Assessment	319150	1,530,146	1,531,297	1,639,680	1,557,696	1,604,427	1,652,560	1,702,136	1,753,201
Delinquent Assessments 2013	319213	-	-	-	-	-	-	-	-
Delinquent Assessments-2014	319214	202	-	-	-	-	-	-	-
Delinquent Assessments-2015	319215	85	-	-	-	-	-	-	-
Delinquent Assessments-2016	319216	156	-	-	-	-	-	-	-
Delinquent Assessments-2017	319217	508	-	-	-	-	-	-	-
Delinquent Assessments - 2018	319218	(51)	-	-	-	-	-	-	-
Delinquent Assessments	319219	603	-	-	-	-	-	-	-
Delinquent Assessments - 2020	319220	1,833	-	-	-	-	-	-	-
Operating Income - Class I	343410	(21,398)	-	-	-	-	-	-	-
Transfer Station Receipts	343411	9,814,069	9,006,923	11,592,075	11,012,471	11,342,845	11,683,131	12,033,625	12,394,633
Marpan Administrative Fee	343412	-	950	1,000	950	950	950	950	950
Marpan Class III Residuals	343413	1,314,045	1,276,325	1,725,232	1,638,970	1,688,140	1,738,784	1,790,947	1,844,676
Operating Income - Tires	343415	37,078	75,525	72,880	69,236	69,928	70,628	71,334	72,047
Operating Income - Electronics	343416	-	1,900	500	475	475	475	475	475
Operating Income - Yard Trash Clean	343417	52,321	74,243	52,739	50,102	51,605	53,153	54,748	56,390
Operating Income - Yard Trash	343418	31,354	54,150	34,000	32,300	32,300	32,300	32,300	32,300
Operating Income - Landfill Yard Trash Bagged	343420	226	428	375	356	356	356	356	356
Resource Recovery (metals, etc)	343451	(48,968)	-	-	-	-	-	-	-
Hazardous Waste	343453	72,259	49,685	52,000	49,400	50,882	52,408	68,131	70,175
Recycling Promotional Services	343461	60,464	31,858	35,000	33,250	33,250	33,250	33,250	33,250
Interest Income - Investment	361110	83,468	-	-	-	-	-	-	-
Pool Interest Allocation	361111	11,834	137,104	336,200	319,390	325,778	332,293	338,939	345,718
Net Incr(decr) In Fmv Of Investment	361300	(64,817)	-	-	-	-	-	-	-
Rents And Royalties	362000	16,747	12,350	20,000	19,000	19,000	19,000	19,000	19,000
Equipment Buyback	364100	-	104,500	155,000	147,250	9,500	9,500	9,500	9,500
Other Scrap Or Surplus	365900	-	29,545	28,600	27,170	27,442	27,716	27,993	28,273
Transfer From Fund	381126	1,652,329	1,813,555	2,669,757	2,669,757	1,814,778	2,452,294	2,026,369	1,343,169
<b>Total Revenues</b>		<b>14,988,409</b>	<b>14,518,113</b>	<b>18,862,060</b>	<b>18,052,445</b>	<b>17,509,068</b>	<b>18,609,332</b>	<b>18,674,103</b>	<b>18,482,085</b>

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Solid Waste (401)

Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Landfill Improvements	036002-534	28,820	-	-	-	-	-	-	-
Solid Waste Facility	036003-534	274,886	42,500	155,000	5,000	294,000	520,000	421,000	98,000
Heavy Equip. & Vehicle Replacement									
Transfer Station Heavy Equip Replacement	036010-534	125,864	500,000	620,000	775,000	205,000	460,000	400,000	150,000
HHW Collection Center	036019-534	-	-	50,000	-	-	150,000	80,000	-
Transfer Station Improvements	036023-534	361,831	150,852	150,852	550,000	50,000	50,000	50,000	50,000
Rural/Hazardous Waste Vehicle and Equipment Replacement	036033-534	-	214,000	270,000	240,000	110,000	255,000	110,000	400,000
Hazardous Waste Vehicle and Equipment Replacement	036042-534	-	-	60,000	70,000	70,000	15,000	70,000	-
Capital Landfill Closure	036043-534	44,306		300,000	-	-	-	-	-
Yard Waste	416-534	257,591	343,776	346,790	348,098	363,055	378,730	392,425	404,327
Rural Waste Service Centers	437-534	809,240	783,563	821,320	829,282	848,538	868,605	889,354	910,815
Transfer Station Operations	441-534	11,136,827	10,248,230	12,920,635	12,933,636	13,204,860	13,483,700	13,766,775	13,905,771
Solid Waste Management Facility	442-534	506,535	562,741	596,883	599,782	612,004	624,698	637,888	651,592
Hazardous Waste	443-534	771,821	848,607	878,182	884,053	911,978	940,871	970,777	1,001,647
MIS Automation - Solid Waste Fund	470-534	28,370	25,050	25,490	25,490	25,490	25,490	25,490	25,490
Solid Waste - Risk	495-534	21,434	23,606	24,904	24,904	25,068	25,233	25,400	25,400
Indirect Costs - Solid Waste	499-534	611,000	670,000	668,000	668,000	688,000	709,000	730,000	752,000
Tax Collector	513-586	30,787	36,713	36,713	36,713	36,713	36,713	36,713	36,713
Transfers	950-581	97,640	68,475	62,487	62,487	64,362	66,292	68,281	70,330
<b>Total Appropriations</b>		<b>15,106,951</b>	<b>14,518,113</b>	<b>17,962,352</b>	<b>18,052,445</b>	<b>17,509,068</b>	<b>18,609,332</b>	<b>18,674,103</b>	<b>18,482,085</b>
<b>Revenues Less Appropriations</b>		<b>(118,542)</b>	<b>-</b>	<b>899,708</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 reallocated \$4.1 million in FY 2021 debt services savings to avoid future tax and fee increases for as long as possible.

The plan allowed for the elimination of the rural waste center collection fees and avoided 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. This general revenue transfer increased to \$1.65 million and \$1.81 million in FY 2022 and FY 2023, respectively.

For FY 2024, the general revenue transfer increased to \$2.7 million and continues to support recycling, and the rural waste collection centers. The increase in revenue and expenses for the Transfer Station is related to a contractual increase in hauling and disposal rates associated with transferring waste from the transfer station to the regional landfill in Jackson County. FY 2024 capital funding is included for Solid Waste Facility, Transfer Station and Rural Waste Heavy Equipment Replacements and Transfer Station Improvements.

As presented to the Board at the June 20, 2023 Budget Workshop, the \$40 non-ad valorem assessment no longer pays the full cost of disposing of solid waste or operating the rural waste service centers. To ensure the continued long-term fiscal viability of the County and eliminate the general revenue subsidy, a solid waste fee study is intended to be conducted in FY 2025 and considered as part of the FY 2026 budget process.



## LEON COUNTY FISCAL YEAR 2024 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Pool Interest Allocation	361111	47,868	27,466	18,000	17,100	17,442	17,791	18,147	18,510
Net Incr(decr) In Fmv Of Investment	361300	(18,165)	-	-	-	-	-	-	-
Refund Of Prior Year Expenses	369300	238,448	-	-	-	-	-	-	-
Transfer From Fund 106	381106	150,000	-	-	-	-	-	-	-
Transfer From Fund 110	381110	610,000	-	-	-	-	-	-	-
Transfer From Fund 135	381135	200,000	-	-	-	-	-	-	-
Transfer From Fund 145	381145	48,900	49,800	58,100	58,100	58,100	58,100	58,100	58,100
Vehicle Insurance	396100	434,446	475,117	561,009	561,009	566,619	572,287	578,009	583,788
General Liability	396200	645,693	672,313	724,764	724,764	732,012	739,332	746,725	754,192
Aviation Insurance	396300	71,554	86,100	85,000	85,000	85,850	86,709	87,576	88,451
Property Insurance	396400	839,260	839,415	1,061,494	1,061,494	1,072,109	1,082,830	1,093,658	1,104,595
Workers Compensation Insurance	396600	2,827,102	3,522,823	3,562,071	3,562,071	3,597,734	3,633,752	3,670,131	3,706,877
<b>Total Revenues</b>		<b>6,095,106</b>	<b>5,673,034</b>	<b>6,070,438</b>	<b>6,069,538</b>	<b>6,129,866</b>	<b>6,190,801</b>	<b>6,252,346</b>	<b>6,314,513</b>
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Risk Management	132-513	197,098	221,273	231,485	233,495	238,359	243,334	248,483	253,809
MIS Automation-Risk Fund	470-513	205	205	225	225	225	225	225	225
Enterprise Fund Fixed Asset Allocation	494-596	(407,483)	-	-	-	-	-	-	-
Insurance Service - Risk	495-596	536	556	582	582	587	593	600	600
Indirect Costs - Insurance Service	499-596	34,000	36,000	52,000	52,000	54,000	55,000	57,000	59,000
Workers' Comp Risk Management	821-596	5,613,397	5,415,000	5,783,236	5,783,236	5,836,695	5,891,649	5,946,038	6,000,879
<b>Total Appropriations</b>		<b>5,437,753</b>	<b>5,673,034</b>	<b>6,067,618</b>	<b>6,069,538</b>	<b>6,129,866</b>	<b>6,190,801</b>	<b>6,252,346</b>	<b>6,314,513</b>
<b>Revenues Less Appropriations</b>		<b>657,353</b>	<b>-</b>	<b>2,820</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The FY 2024 insurance budget reflects an increase to properly fund the County's insurance premium coverages for property and general liability. Leon County continues to have an aggressive safety and risk avoidance program, which has resulted in reduced workers compensation costs for Leon County Government in FY 2024. This reduction is offset by an increase in workers compensation claims for the Sheriff.

## LEON COUNTY FISCAL YEAR 2024 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.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Departmental Billings	394000	910,596	921,197	977,040	977,040	980,425	983,844	987,297	990,784
Departmental Billings - MIS Automation	394200	567,276	598,052	618,702	618,702	624,889	631,138	637,450	643,824
<b>Total Revenues</b>		<b>1,477,872</b>	<b>1,519,249</b>	<b>1,595,742</b>	<b>1,595,742</b>	<b>1,605,314</b>	<b>1,614,982</b>	<b>1,624,747</b>	<b>1,634,608</b>
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Communications Trust	900-590	1,279,118	1,519,249	1,595,742	1,595,742	1,605,314	1,614,982	1,624,747	1,634,608
<b>Total Appropriations</b>		<b>1,279,118</b>	<b>1,519,249</b>	<b>1,595,742</b>	<b>1,595,742</b>	<b>1,605,314</b>	<b>1,614,982</b>	<b>1,624,747</b>	<b>1,634,608</b>
<b>Revenues Less Appropriations</b>		<b>198,754</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The FY 2024 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 2024 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 FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Departmental Billings - Fleet	394100	2,312,950	1,631,408	1,769,220	1,769,220	1,787,112	1,805,196	1,823,459	1,841,912
Gas And Oil Sales	395100	3,468,137	1,777,075	2,816,880	2,816,880	2,845,049	2,873,499	2,902,234	2,931,257
<b>Total Revenues</b>		<b>5,781,086</b>	<b>3,408,483</b>	<b>4,586,100</b>	<b>4,586,100</b>	<b>4,632,161</b>	<b>4,678,695</b>	<b>4,725,693</b>	<b>4,773,169</b>
Appropriations by Department/Division	Acct #	Actual FY 2022	Adopted FY 2023	Requested FY 2024	Budget FY 2024	Planned FY 2025	Planned FY 2026	Planned FY 2027	Planned FY 2028
Fleet Maintenance	425-591	4,195,014	3,395,084	4,562,898	4,573,013	4,619,028	4,665,515	4,712,465	4,759,941
MIS Automation - Motor Pool Fund	470-519	2,350	2,850	2,885	2,885	2,885	2,885	2,885	2,885
Fleet Maintenance - Risk	495-591	9,655	10,549	10,202	10,202	10,248	10,295	10,343	10,343
<b>Total Appropriations</b>		<b>4,207,019</b>	<b>3,408,483</b>	<b>4,575,985</b>	<b>4,586,100</b>	<b>4,632,161</b>	<b>4,678,695</b>	<b>4,725,693</b>	<b>4,773,169</b>
<b>Revenues Less Appropriations</b>		<b>1,574,067</b>	<b>-</b>	<b>10,115</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The FY 2024 increase in this fund reflects the inflationary growth in the costs of parts to maintain the County fleet and a modest increase in the overall projected cost of fuel. Most of this increase is attributed to the purchase of fuel at the Sheriff's fueling station. In previous budget years, the Sheriff purchased and paid for fuel directly. However, for accounting and administrative efficiencies, all County and Sheriff fuel is now purchased by the County. This increase is offset by a corresponding reimbursement revenue from the Sheriff.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

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# »» Board of County Commissioners Organizational Chart

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## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# »» Board of County Commissioners Executive Summary

This section of the Leon County FY 2024 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 2023-2024, consistent with the priorities established in the County's five-year Strategic Plan. 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. During the Retreat, the Board was presented with an "Impact and Progress Report" of the last five-year plan as well as the results of a community-wide survey, environmental scan, and a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis. As part of the planning process, the Board reestablished the Vision Statement, Mission Statement, and Strategic Priorities in addition to establishing new Strategic Initiatives for each priority area (Economy, Environment, Quality of Life, and Governance). The new five-year Strategic Plan also includes specific five-year Targets and Bold Goals for each priority area. The Board formally adopted the FY2022 – FY2026 Strategic Plan on February 8, 2022.

With the formal adoption of the FY2022 –FY2026 Strategic Plan, the Board approved 43 Strategic Initiatives. More recently, at the January 23, 2023 Board Retreat, an additional 24 Strategic Initiatives were adopted by the Board for a current total of 67 Strategic Initiatives. As of March 31, 2023, 35 (52%) of the Strategic Initiatives have been completed, with the remaining 32 (48%) in progress.

To advance the FY 2022-2026 Strategic Plan, the Board prioritized funding in the FY 2024 budget in support of several Strategic Initiatives to:

- Implement the comprehensive Action Plan for Lake Munson. (2023-8)
- Celebrate the Leon County/Tallahassee Bicentennial. (2023-1)
- Supports efforts to host the 2026 World Athletic Cross-Country Championship at Apalachee Regional Park. (2022-6)
- Promote opportunities for youth training and development by partnering with Tallahassee Community College to offer a one-year EMT Certification Program to seniors on Godby High School's campus. (2023-7)
- Allocates additional funding to United Partners for Human Services (UPHS) to enable direct-service nonprofit organizations to expand capacity to assist families experiencing homelessness. (2023-11)
- Dedicate \$283,135 in the SHIP allocation towards affordable multifamily dwellings which can be used to match and leverage state and federal bond financing programs. (2023-18)

The Leon County Board of County Commissioners also took several actions in Fiscal Year 2022-2023 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 20, 2023 Budget Workshop, the Board preliminarily approved a balanced FY 2024 budget which maintains the countywide millage rate at 8.3144 for the twelfth year in a row, supports public safety and secure elections, addresses urgent community needs such as affordable housing and human services and so much more. The budget prioritizes investing in a high-performing workforce, long-term investments in infrastructure, safeguards the environment, and exhibits budgeting best practices, thus demonstrating a comprehensive commitment to meeting diverse community needs while striving to set the highest standard for local governments everywhere.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Board of County Commissioners

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,713,697	1,793,079	1,913,708	-	1,913,708	1,945,661
Operating	72,945	112,415	168,395	-	168,395	168,395
Total Budgetary Costs	1,786,643	1,905,494	2,082,103	-	2,082,103	2,114,056

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
County Commission	1,786,643	1,905,494	2,082,103	-	2,082,103	2,114,056
Total Budget	1,786,643	1,905,494	2,082,103	-	2,082,103	2,114,056

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	1,786,643	1,905,494	2,082,103	-	2,082,103	2,114,056
Total Revenues	1,786,643	1,905,494	2,082,103	-	2,082,103	2,114,056

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 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 2024 TENTATIVE BUDGET

## »» Board of County Commissioners

## County Commission Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,713,697	1,793,079	1,913,708	-	1,913,708	1,945,661
Operating	72,945	112,415	168,395	-	168,395	168,395
Total Budgetary Costs	1,786,643	1,905,494	2,082,103	-	2,082,103	2,114,056

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Commissioner Office Budget (001-101-511)	11,827	12,500	20,500	-	20,500	20,500
Commissioner Office Budget (001-102-511)	690	12,500	20,500	-	20,500	20,500
Commissioner Office Budget (001-103-511)	5,979	12,500	20,500	-	20,500	20,500
Commissioner Office Budget (001-104-511)	7,827	12,500	20,500	-	20,500	20,500
Commissioner Office Budget (001-105-511)	7,819	12,500	20,500	-	20,500	20,500
Commissioner Office Budget (001-106-511)	8,659	12,500	20,500	-	20,500	20,500
Commissioner Office Budget (001-107-511)	9,408	12,500	20,500	-	20,500	20,500
Commissioners' Account (001-108-511)	20,737	24,915	24,895	-	24,895	24,895
County Commission (001-100-511)	1,713,697	1,793,079	1,913,708	-	1,913,708	1,945,661
Total Budget	1,786,643	1,905,494	2,082,103	-	2,082,103	2,114,056

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	1,786,643	1,905,494	2,082,103	-	2,082,103	2,114,056
Total Revenues	1,786,643	1,905,494	2,082,103	-	2,082,103	2,114,056

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 TENTATIVE BUDGET

## »» Board of County Commissioners

## County Commission - County Commission (001-100-511)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,713,697	1,793,079	1,913,708	-	1,913,708	1,945,661
Total Budgetary Costs	1,713,697	1,793,079	1,913,708	-	1,913,708	1,945,661
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	1,713,697	1,793,079	1,913,708	-	1,913,708	1,945,661
Total Revenues	1,713,697	1,793,079	1,913,708	-	1,913,708	1,945,661
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 budget are as follows:

## Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs. 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 2024 TENTATIVE BUDGET

 Board of County Commissioners

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**County Commission - Commissioner Office Budget (001-101-511)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	11,827	12,500	20,500	-	20,500	20,500
Total Budgetary Costs	11,827	12,500	20,500	-	20,500	20,500
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	11,827	12,500	20,500	-	20,500	20,500
Total Revenues	11,827	12,500	20,500	-	20,500	20,500

As approved by the Board on March 21, 2023, Commissioner Office Budgets were increased to account for inflationary increases associated with travel, training, and other operating expenses.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Board of County Commissioners

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**County Commission - Commissioner Office Budget (001-102-511)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	690	12,500	20,500	-	20,500	20,500
Total Budgetary Costs	690	12,500	20,500	-	20,500	20,500
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	690	12,500	20,500	-	20,500	20,500
Total Revenues	690	12,500	20,500	-	20,500	20,500

As approved by the Board on March 21, 2023, Commissioner Office Budgets were increased to account for inflationary increases associated with travel, training, and other operating expenses.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Board of County Commissioners

## County Commission - Commissioner Office Budget (001-103-511)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	5,979	12,500	20,500	-	20,500	20,500
Total Budgetary Costs	5,979	12,500	20,500	-	20,500	20,500
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	5,979	12,500	20,500	-	20,500	20,500
Total Revenues	5,979	12,500	20,500	-	20,500	20,500

As approved by the Board on March 21, 2023, Commissioner Office Budgets were increased to account for inflationary increases associated with travel, training, and other operating expenses.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Board of County Commissioners

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**County Commission - Commissioner Office Budget (001-104-511)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	7,827	12,500	20,500	-	20,500	20,500
Total Budgetary Costs	7,827	12,500	20,500	-	20,500	20,500
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	7,827	12,500	20,500	-	20,500	20,500
Total Revenues	7,827	12,500	20,500	-	20,500	20,500

As approved by the Board on March 21, 2023, Commissioner Office Budgets were increased to account for inflationary increases associated with travel, training, and other operating expenses.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Board of County Commissioners

## County Commission - Commissioner Office Budget (001-105-511)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	7,819	12,500	20,500	-	20,500	20,500
Total Budgetary Costs	7,819	12,500	20,500	-	20,500	20,500
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	7,819	12,500	20,500	-	20,500	20,500
Total Revenues	7,819	12,500	20,500	-	20,500	20,500

As approved by the Board on March 21, 2023, Commissioner Office Budgets were increased to account for inflationary increases associated with travel, training, and other operating expenses.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Board of County Commissioners

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**County Commission - Commissioner Office Budget (001-106-511)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	8,659	12,500	20,500	-	20,500	20,500
Total Budgetary Costs	8,659	12,500	20,500	-	20,500	20,500
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	8,659	12,500	20,500	-	20,500	20,500
Total Revenues	8,659	12,500	20,500	-	20,500	20,500

As approved by the Board on March 21, 2023, Commissioner Office Budgets were increased to account for inflationary increases associated with travel, training, and other operating expenses.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Board of County Commissioners

## County Commission - Commissioner Office Budget (001-107-511)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	9,408	12,500	20,500	-	20,500	20,500
Total Budgetary Costs	9,408	12,500	20,500	-	20,500	20,500
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	9,408	12,500	20,500	-	20,500	20,500
Total Revenues	9,408	12,500	20,500	-	20,500	20,500

As approved by the Board on March 21, 2023, Commissioner Office Budgets were increased to account for inflationary increases associated with travel, training, and other operating expenses.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Board of County Commissioners

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**County Commission - Commissioners' Account (001-108-511)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	20,737	24,915	24,895	-	24,895	24,895
Total Budgetary Costs	20,737	24,915	24,895	-	24,895	24,895
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	20,737	24,915	24,895	-	24,895	24,895
Total Revenues	20,737	24,915	24,895	-	24,895	24,895

The budget decrease is due to the allocation of the phone system and other communications charges that are adjusted annually.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Administration

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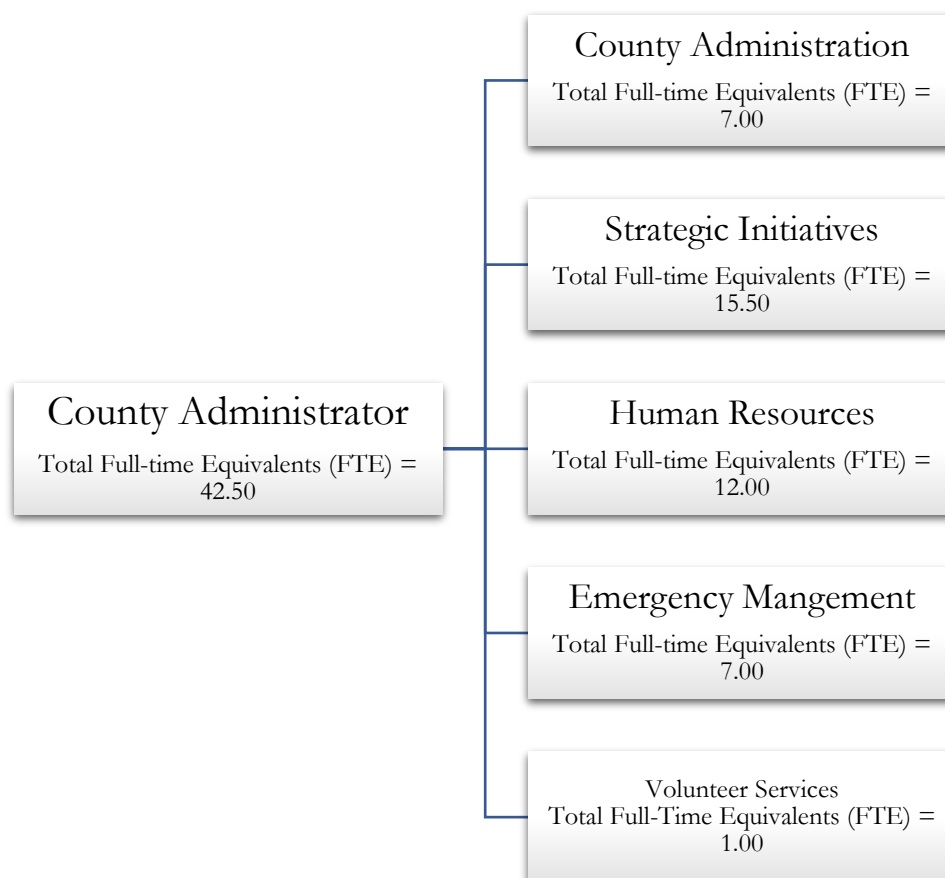
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## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Administration

## Organizational Chart

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## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Administration Executive Summary

The Administration section of the Leon County FY 2024 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

During FY 2023, the County was recognized for its leadership and innovation by the National Association of Counties (NACo), earning eight more Achievement Awards recognizing Leon County programs and initiatives as nationwide best practices. Some of the initiatives awarded include the Council on the Status of Men and Boys, the Leon County Children's Services Council, and the County's Libraries' Autism Awareness Initiative. This year's awards bring the County's total to an impressive 103 Achievement Awards received since 2013. 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 eighth annual Created Equal event which brought more than 350 community members to discuss race relations and to encourage communication among all members of the community; hosted the eighth annual Leon Works Expo, connecting more than 700 high school students to 100 academic institutions, private businesses and public sector partners; continuing to engage citizens with the Citizen Engagement Series events; supporting local veterans via the Operation Thank You Initiative; promoting disaster preparedness through the revamp of the LeonReady.com website and distribution of 100 disaster buckets to vulnerable populations in collaboration with Elder Care Services; continuing neighborhood-specific disaster training for homeowners associations, all while providing exceptional public information and communications strategy to all of the County's work areas. CMR was recognized by the Florida Public Relations Association (FPRA) and FPRA Capital Chapter with Golden Image Awards and Image Awards for projects, including the 2022 Annual Report video and the "Tackling Poverty and Inequities in 32304 Neighborhoods and Beyond" brochure.

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 2024 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.



EC2 – Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, job creation, workforce development, economic equity and mobility.

#### ENVIRONMENT



EN2 - Conserve and protect environmentally sensitive lands and our natural ecosystems.



EN3 - Promote orderly growth and sustainable practices.

#### 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.



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.



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

1. (EC1) Maximize the leveraging of the \$1.0 trillion federal infrastructure bill to fund County projects. (2022-8)
2. (EC1) Engage local, regional, state, and federal partners to encourage the restoration of passenger rail service along the Gulf Coast by leveraging federal dollars under the Infrastructure Investment and Jobs Act. (2023-4)
3. (EC2) Continue efforts to promote opportunities for youth training and development with the County. (2023-7)

## ENVIRONMENT

1. (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)
2. (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)

## QUALITY OF LIFE

1. (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)
2. (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)
3. (Q4) In coordination with the Leon County Health Department, work to identify an operator for a local Syringe Exchange Program. (2022-25)
4. (Q5) Develop an interactive community web-based tool that documents planned improvements, tracks investments, and identifies enhancement strategies for the North Monroe Corridor area. (2023-14)
5. (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)

## GOVERNANCE

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. (G3) Develop a touch-screen kiosk at the County Courthouse showcasing "200 Years of Representation and Progress" highlighting current and past County officials, significant County achievements/projects by decade, and a historical overview of Leon County. (2023-23)
5. (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)
6. (G5) Continue to pursue cost savings through the County's Innovator & Inspirator (I<sup>2</sup>) Program. (2022-39)
7. (G5) Pursue working with Leon County Schools to acquire the Ft. Braden Community Center. (2022-43)
8. (G5) Pursue Federal funding to provide broadband to underserved rural communities. (2022-42)
9. (G5) Engage an industry expert to identify jail population management strategies to proactively mitigate the need for additional infrastructure at the Leon County Detention Center and evaluate long term space needs of the facility. (2023-22)

## 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)
2. a) The 2023 Legislative Priority list included the restoration of passenger rail service. (Complete)
- b.) The NACo Legislative Conference presented staff the opportunity to advocate for funding for the restoration of passenger rail service. (Ongoing)
3. a.) Leon County continues to collaborate with Leon County high schools and community partner CareerSource to promote the Leon Works Junior Apprenticeship program. In 2023, with the Board's approval to expand the program's eligibility to include charter, private, and Leon County virtual school students, the County expanded outreach efforts to additional high schools in Leon County and provided schools with updated posters and rack cards containing essential program facts and application information for display and distribution to students. Because of this outreach, the County was asked to provide a Lunch-n-Learn for students at FAMU DRS to discuss the program. (Complete)
- b.) Leon County also collaborated with local high schools and community organizations to promote and encourage student attendance at the Leon Works Expo. Promotional materials, such as posters and digital media, highlighting the benefits of exhibiting at the expo, and media coordination, such as a news advisory and release, to give insight on the benefits of the expo to the public, were provided. (Complete)
- c.) Building upon the success of the Junior Apprenticeship program and Leon Works Expo, Leon County collaborated with the City of Tallahassee along with program experts and community leaders to promote the Summer Youth Expo, a first-of-its-kind event connecting families of all income levels with summer activity providers. (Complete)

### ENVIRONMENT

1. Coordinate with CMR on identifying and implementing program outreach strategies, including promotion via media outlets and roadside signage. (In Progress)
2. Execute subgrant agreement with Apalachee Regional Planning Council, and grant agreement with Department of Environmental Protection. (Complete)

### QUALITY OF LIFE

1. a) Present an agenda item to allocate County funds to support the Council on the Status of Men and Boys. (Complete)
- b) Present an agenda item for the Board's acceptance of the Final Charter for the Council on the Status of Men and Boys. (Complete)
2. 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)
3. Board approved an agreement with Big Bend Cares, Inc. to serve as the operator of the syringe exchange program in Leon County. (Complete)
4. Interactive community web-based tool under development. (In Progress)



5. 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)

## GOVERNANCE

1.
  - a) Plan and execute 2022 Created Equal with Village Square, and exploration of racial inequity in voting access and security. (Complete)
  - b) Coordinate 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 occurred in August/September 2022. (Complete)
  - c) BOCC approval of 2023 Citizen Engagement Series, Club of Honest Citizens, and Village Square Events. (Complete)
2.
  - a) Plan and host the 2022 Florida Association of Counties Innovation Day in Leon County. (Complete)
  - b) Attend the 2022 FAC Legislative Day. (Complete)
  - c) Attend the 2022 NACo Legislative Conference. (Complete)
  - d) Receive nine NACo Achievement Awards for exceptional County programs. (Complete)
  - e) Attend the 2022 FAC Annual Conference. (Complete)
3. In January 2022, the County successfully launched and integrated Zencity's community engagement tools into its social media monitoring suite and utilizes the platform's real-time data to inform strategy and decisions related to community engagement. Since that time, the County has leveraged the Zencity platform for limited operational purposes; however, due to its limited functionality, the County has not been able to utilize the platform as intended, specifically to address social media misinformation, proactively address citizen concerns, and increase transparency and accountability. Furthermore, the platform does not offer additional functionality beyond the existing platforms and resources being utilized by the County. Accordingly, funding to renew the County's contract with Zencity was not included in the County's FY 2023 budget, and the County's Community & Media Relations Office continues to explore new opportunities to further enhance its ongoing commitment to engage the community in a proactive and transparent matter. (Complete)
4. Convening County, State, and community partners to explore history in alignment with other ongoing bicentennial activities. (In Progress)
5. Invest in continual leadership development opportunities for Leon County Employees. (Ongoing)
6. Promote the Innovator & Inspirator (I<sup>2</sup>) Program to staff. (Ongoing)
7. Coordinate with Leon County Schools regarding property acquisition. (In Progress)
8. The State of Florida's DEO has announced that the Broadband Opportunity Program offering \$400 million throughout the state to improve the internet access in rural areas will open the application process on November 2nd. The Local Technology Planning Team is prepared for this release and partners are looking to take advantage of the grant opportunity. (In Progress)
9. Work with the Leon County Sheriff's office to provide a report to the PSCC about the long-term Leon County Detention Center space needs. (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	11	12	11	TBD	TBD	34

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:** 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	138	120	120	TBD	TBD	378

Note: Since the start of FY 2022, staff has implemented 169 citizen ideas, improvements, solutions, and opportunities for co-creation, 28% 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. These recommendations are captured through ongoing tracking of this Bold Goal which is presented to the Board as part of the mid-year and end-year Strategic Plan updates. Additionally, the County continues 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.



**Target:** Connect 50,000 volunteers with service opportunities communitywide. (T13)

	FY 2022	FY 2023*	FY 2024*	FY 2025	FY 2026	TOTAL
Volunteers Connected	7,460	8,600	10,200	TBD	TBD	26,260

Note: In FY 2022, the County made over 7,400 volunteer connections by connecting citizens with internal volunteer opportunities with the County libraries, internships, and special events, and other opportunities with community service partners. By the end of FY 2023, the County anticipates making an additional 8,600 volunteer connections to reach 32% of the County's five-year Target.



**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	7,233	9,400	10,500	TBD	TBD	27,133
Subscriptions to County Platforms	11,250	9,300	10,500	TBD	TBD	31,050
Combined (Attendance and Subscriptions)	18,483	18,700	21,000	TBD	TBD	58,183

Note: Since the start of FY 2022, the County increased the number of citizens engaged through County platforms subscriptions and programming attendance by nearly 29,000 citizens, 29% of the County's five-year Target. In the first two quarters of FY 2023 alone, the County has reached an additional 11,000 citizens through County platforms subscriptions and programming attendance. So far, the County has reached over 7,700 citizens in programs at the libraries, with Citizen Engagement Series, Created Equal, and more, as well as 3,300 social media, bulletin, and email subscribers.



**Target:** Communicate more than 1.5 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	613,000	260,000	300,000	TBD	TBD	1,173,000

Note: Throughout FY 2022, Leon County Emergency Management communicated disaster preparedness messages approximately 613,000 times, 41% of the County's five-year Target. This number reflects the County's increased level of communication associated with the COVID-19 pandemic, such as promotion of the Leon CARES and COVID-19 Vaccine campaigns. In FY 2023, Leon County Emergency Management will continue its progress toward this five-year target through its annual disaster preparedness messaging efforts such as the County's Disaster Survival Guide, social media messages, earned media coverage, as well as community events and trainings. Recognizing the majority of the County's messaging will take place during the annual hurricane season (June to November), staff will report progress achieved toward this Target annually at the Annual Board Retreats.

**\*Bold Goal & Target figures for FY 2023 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.**

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Administration

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	4,413,932	4,724,691	5,430,023	-	5,430,023	5,598,584
Operating	1,841,067	1,885,847	2,020,865	172,436	2,193,301	2,579,311
Capital Outlay	105,344	-	-	-	-	-
Total Budgetary Costs	6,360,342	6,610,538	7,450,888	172,436	7,623,324	8,177,895

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
County Administration	1,275,220	1,379,506	1,938,101	-	1,938,101	1,996,171
Strategic Initiatives	1,766,975	1,850,341	2,029,657	-	2,029,657	2,073,516
Human Resources	1,564,986	1,583,513	1,703,005	18,587	1,721,592	1,767,251
Emergency Management	1,560,907	1,590,208	1,665,701	153,849	1,819,550	2,223,233
Volunteer Services	192,254	206,970	114,424	-	114,424	117,724
Total Budget	6,360,342	6,610,538	7,450,888	172,436	7,623,324	8,177,895

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	4,799,435	5,020,330	5,785,187	18,587	5,803,774	5,954,662
125 Grants	350,036	379,388	394,923	-	394,923	404,298
130 9-1-1 Emergency Communications	1,210,872	1,210,820	1,270,778	153,849	1,424,627	1,818,935
Total Revenues	6,360,342	6,610,538	7,450,888	172,436	7,623,324	8,177,895

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
County Administration	5.00	5.00	7.00	-	7.00	7.00
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	14.50	14.50	15.50	-	15.50	15.50
Volunteer Services	2.00	2.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	40.50	40.50	42.50	-	42.50	42.50

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Administration

## County Administration Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,246,480	1,342,587	1,901,639	-	1,901,639	1,959,709
Operating	27,236	36,919	36,462	-	36,462	36,462
Capital Outlay	1,504	-	-	-	-	-
Total Budgetary Costs	1,275,220	1,379,506	1,938,101	-	1,938,101	1,996,171

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
County Administration (001-110-512)	1,275,220	1,379,506	1,938,101	-	1,938,101	1,996,171
Total Budget	1,275,220	1,379,506	1,938,101	-	1,938,101	1,996,171

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	1,275,220	1,379,506	1,938,101	-	1,938,101	1,996,171
Total Revenues	1,275,220	1,379,506	1,938,101	-	1,938,101	1,996,171

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
County Administration	5.00	5.00	7.00	-	7.00	7.00
Total Full-Time Equivalentents (FTE)	5.00	5.00	7.00	-	7.00	7.00

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Administration

## County Administration - County Administration (001-110-512)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,246,480	1,342,587	1,901,639	-	1,901,639	1,959,709
Operating	27,236	36,919	36,462	-	36,462	36,462
Capital Outlay	1,504	-	-	-	-	-
Total Budgetary Costs	1,275,220	1,379,506	1,938,101	-	1,938,101	1,996,171
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	1,275,220	1,379,506	1,938,101	-	1,938,101	1,996,171
Total Revenues	1,275,220	1,379,506	1,938,101	-	1,938,101	1,996,171
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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	4.00	-	4.00	4.00
Sr. Exec Asst/Office Manager	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	5.00	5.00	7.00	-	7.00	7.00

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. As presented to the Board on June 13, 2023, the County Administrator's FY 2023 midyear reorganization included the addition of two Assistant County Administrator positions. These additions were accomplished through the reclassification of existing positions (Special Projects Coordinator and the Director of Human Services & Community Partnerships) that were realigned to County Administration. The reorganization will result in no new positions or net cost increases to the organization due to existing vacancies and planned retirements.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Administration

## Strategic Initiatives Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,120,792	1,286,990	1,405,853	-	1,405,853	1,449,691
Operating	574,183	563,351	623,804	-	623,804	623,825
Capital Outlay	72,000	-	-	-	-	-
Total Budgetary Costs	1,766,975	1,850,341	2,029,657	-	2,029,657	2,073,516
<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Community and Media Relations (001-116-513)	902,077	904,699	1,118,092	-	1,118,092	1,143,865
Strategic Initiatives (001-115-513)	864,899	945,642	911,565	-	911,565	929,651
Total Budget	1,766,975	1,850,341	2,029,657	-	2,029,657	2,073,516
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	1,766,975	1,850,341	2,029,657	-	2,029,657	2,073,516
Total Revenues	1,766,975	1,850,341	2,029,657	-	2,029,657	2,073,516
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Strategic Initiatives	7.50	7.50	6.50	-	6.50	6.50
Community and Media Relations	7.00	7.00	9.00	-	9.00	9.00
Total Full-Time Equivalents (FTE)	14.50	14.50	15.50	-	15.50	15.50


## LEON COUNTY FISCAL YEAR 2024 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 Children's Services Council of Leon County Leon County Research & Development Authority Nominating Committee





## FY 2022-2026 Strategic Plan

	<b>Bold Goals &amp; Five-Year Targets</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Estimate<sup>2</sup></b>	<b>FY 2024 Estimate<sup>2</sup></b>	<b>FY 2025 Estimate</b>	<b>FY 2026 Estimate</b>	<b>TOTAL</b>
	Implement 600 citizen ideas, improvements, solutions and opportunities for co-creation. (BG4) <sup>1</sup>	138	120	120	TBD	TBD	378

## Notes:

1. Since the start of FY 2022, staff has implemented 169 citizen ideas, improvements, solutions, and opportunities for co-creation, 28% 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. These recommendations are captured through ongoing tracking of this Bold Goal which is presented to the Board as part of the mid-year and end-year Strategic Plan updates. Additionally, the County continues 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 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.

## Performance Measures

<b>Strategic Priorities</b>	<b>Performance Measures</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Estimate</b>	<b>FY 2024 Estimate</b>
	Percent of Commission Agenda packets and follow-ups disseminated within scheduled timeframe.	95%	95%	100%	100%
	Percent of Citizens Connect comments and concerns successfully resolved <sup>1</sup> .	95%	95%	95%	95%
	Number of LEADS Listening Sessions conducted <sup>2</sup> .	N/A	26	N/A	33
	Number of Capital Update newsletters distributed during the annual Florida Legislative Session <sup>3</sup> .	9	9	9	9

## Notes:

1. For FY 2022, 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 2023 and FY 2024.
2. LEADS Listening Sessions are held every other year in even numbered years.
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 2024 TENTATIVE BUDGET

## » Administration

## Strategic Initiatives - Strategic Initiatives (001-115-513)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	626,523	703,525	621,503	-	621,503	639,589
Operating	238,376	242,117	290,062	-	290,062	290,062
Total Budgetary Costs	864,899	945,642	911,565	-	911,565	929,651
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	864,899	945,642	911,565	-	911,565	929,651
Total Revenues	864,899	945,642	911,565	-	911,565	929,651
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Special Projects Coordinator		1.00	-	-	-	-
Senior Policy Analyst	1.00	1.00	-	-	-	-
Assistant to the County Admin	1.50	1.50	1.00	-	1.00	1.00
Director of Comm Relations & Resil	-	-	0.50	-	0.50	0.50
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
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	6.50	-	6.50	6.50

The major variances for the FY 2024 Strategic Initiatives budget are as follows:

## Decreases to Program Funding:

1. As presented to the Board on June 13, 2023, the County Administrator's FY 2023 midyear reorganization included the reclassification of the vacant Special Projects Coordinator position to Assistant County Administrator. The personnel services budget reflects the realignment of this position to County Administration. This decrease is offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.






## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Administration

## Community &amp; 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. Create and distribute graphic design deliverables to promote County events and projects.</li> <li>4. Maintain routine contact with local news media outlets and manage shifting relationships with their personnel.</li> <li>5. Prepare and distribute Leon County news and information via news releases, notices and other publications and oversee the content of Leon County's websites and government broadcast channel.</li> <li>6. Organize and manage news conferences, community meetings and special events.</li> <li>7. Communicate key issues and information to Leon County employees through the employee news email, electronic publications, advertisements and mass notification alerts via email and texting.</li> <li>8. Coordinate and executes the annual Neighborhood Recognition Program, and maintain partnerships with local, regional, and national associations.</li> <li>9. 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 Actual	FY 2023 Estimate <sup>3</sup>	FY 2024 Estimate <sup>3</sup>	FY 2025 Estimate	FY 2026 Estimate	TOTAL
	Reach 100,000 more citizens across all County platforms and programming. Part A – Track attendance at all public events/programs (T14) <sup>1</sup>	7,233	9,400	10,500	TBD	TBD	27,133
	Reach 100,000 more citizens across all County platforms and programming. Part B – Track subscriptions to County platforms (T14) <sup>1</sup>	11,250	9,300	10,500	TBD	TBD	31,050
	Communicate more than 1.5 million disaster preparedness messages to create resilient households, businesses, and nonprofits. (T16) <sup>2</sup>	613,000	260,000	300,000	TBD	TBD	1,173,000

## Notes:

1. Since the start of FY 2022, the County increased the number of citizens engaged through County platforms subscriptions and programming attendance by nearly 29,000 citizens, 29% of the County's five-year Target. In the first two quarters of FY 2023 alone, the County has reached an additional 11,000 citizens through County platforms subscriptions and programming attendance. So far, the County has reached over 7,700 citizens in programs at the libraries, with Citizen Engagement Series, Created Equal, and more, as well as 3,300 social media, bulletin, and email subscribers.
2. Throughout FY 2022, Leon County Emergency Management communicated disaster preparedness messages approximately 613,000 times, 41% of the County's five-year Target. This number reflects the County's increased level of communication associated with the COVID-19 pandemic, such as promotion of the Leon CARES and COVID-19 Vaccine campaigns. In FY 2023, Leon County Emergency Management will continue its progress toward this five-year target through its annual disaster preparedness messaging efforts such as the County's Disaster Survival Guide, social media messages, earned media coverage, as well as community events and trainings. Recognizing 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 2023 and FY 2024 are estimates. Actuals for FY 2024 will be reported at the Annual Board Retreat in January 2024.

## » Administration

### Community & Media Relations (001-116-513)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Number of news advisories, releases, and notices detailing County activity <sup>1</sup> .	357	330	403	415
	Number of press conferences, community meetings and events <sup>2</sup> .	92	47	70	100
	Number of participants in Citizen Engagement Series and Club of Honest Citizens <sup>3</sup> .	2,900	1,000	1,250	1,500
	Annual Report distribution <sup>4</sup> .	1,650	1,650	1,650	1,650

Notes:

1. The FY 2023 estimate is the average number of advisories and releases detailing County activity over the past four years. The FY 2024 estimate is anticipated to increase due to advisories and releases related to the year-long Tallahassee-Leon County Bicentennial celebration.
2. The FY 2023 estimate is the average number of conferences and meetings held over the past four years. The FY 2024 estimate is anticipated to increase due to events centered around celebrating and commemorating the Tallahassee-Leon County Bicentennial.
3. The spike in FY 2021 is a result of hosting the Created Equal event online and opening participation to the entire state. The FY 2023 and FY 2024 estimates are anticipated to increase as the Citizen Engagement Series will return in-person and the Created Equal event will return as a hybrid event giving citizens the option to attend in-person or online.
4. Annual Report video and hard copy distribution is projected to remain constant in FY 2023 and FY 2024.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Administration

## Strategic Initiatives - Community and Media Relations (001-116-513)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	494,269	583,465	784,350	-	784,350	810,102
Operating	335,807	321,234	333,742	-	333,742	333,763
Capital Outlay	72,000	-	-	-	-	-
Total Budgetary Costs	902,077	904,699	1,118,092	-	1,118,092	1,143,865
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	902,077	904,699	1,118,092	-	1,118,092	1,143,865
Total Revenues	902,077	904,699	1,118,092	-	1,118,092	1,143,865
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Assistant to the County Admin	0.50	0.50	-	-	-	-
Director of Comm Relations & Resil	-	-	0.50	-	0.50	0.50
Public Information Specialist	2.50	3.50	4.50	-	4.50	4.50
Public Information and Communications Manager	1.00	1.00	1.00	-	1.00	1.00
Senior Public Information Specialist	1.00	-	-	-	-	-
Graphics and Web Design Lead	1.00	1.00	1.00	-	1.00	1.00
Graphic Design Specialist	1.00	1.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	7.00	7.00	9.00	-	9.00	9.00

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Other personnel costs associated with the realignment of two Library positions (Library Services Specialist reclassified to Public Information Specialist and a Graphic Design Specialist) to Community and Media Relations to maximize resources and enhance public relations and marketing efforts.


## LEON COUNTY FISCAL YEAR 2024 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>	Human Resources Workgroup, Live Well Leon Team, S.M.A.R.T.I.E.S. Committee, and the Leon County-City of Tallahassee City-Start Grant Internal Workgroup.

## FY 2022-2026 Strategic Plan











Bold Goals & Five-Year Targets		FY 2022 Actual	FY 2023 Estimate <sup>2</sup>	FY 2024 Estimate <sup>2</sup>	FY 2025 Estimate	FY 2026 Estimate	TOTAL
	Connect 7,000 students to skilled job opportunities through Leon Works and other talent development initiatives. (T3) <sup>1</sup>	11	12	11	TBD	TBD	34

## 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 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.

# » Administration

## Human Resources (001-160-513)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Number of requisitions created, and or recruited for vacant positions. <sup>1</sup>	112	247	100	100
	Number of positions filled internally. <sup>2</sup>	46	24	30	30
	Number of positions filled from outside sources. <sup>3</sup>	48	202	40	40
	Average days to fill vacant positions. <sup>4</sup>	76	43	64	64
	Average Turnover Rate. <sup>5</sup>	18%	21%	10%	10%
	Number of County/Constitutional employees participating in county-sponsored Wellness Program events. <sup>6</sup>	3,394	3,650	4,500	4,600
	Number of County/Constitutional employees who successfully completed the Value Based Design My Rewards Program. <sup>7</sup>	1,079	1,104	1,065	1,065
	Number of employees attending county-sponsored Training and Professional Development events. <sup>8</sup>	888	1,170	700	700
	Number of employees completing customer experience training. <sup>9</sup>	96	131	70	70
	Percentage of new employees completing “on-boarding” within 30 days. <sup>10</sup>	76%	81%	90%	90%

### Notes:

- The number of requisitions created, and or recruited for vacant positions dramatically increased in FY 2022 for the County as a result of the overall hiring freeze being lifted during FY 2021. FY 2023 and FY 2024 estimates reflect a return to pre-pandemic levels.
- This performance measure varies each year as the County evaluates succession planning, internal candidates, and qualified external candidates.
- The number of positions filled from outside sources sharply increased in FY 2022 due to lifting of the hiring freeze and hosting a hiring fair. FY 2023 and FY 2024 estimates reflect a return to pre-pandemic levels.
- The Division continues to explore opportunities to decrease the number of days it takes to fill vacant positions. The drop in FY 2022 was due to expedited background checks during the hiring fair.
- The estimated turnover rate for FY 2023 and FY 2024 reflects a return to pre-pandemic levels.
- Employees participating in the County-sponsored Wellness Program events are anticipated to increase in FY 2023 and 2024. At the beginning of FY 2023 Human Resources, in conjunction with OIT and CMR, created the County's own Benefits and Well-Being portal, that was offered during Open Enrollment, in conjunction with the in-person Benefits and Well-Being Fair. Also, in January 2023, Live Well Leon resumed monthly Breakfast-N-Learns at Public Works, which had been on pause during the pandemic. Additional participation opportunities include events such as the Corporate Cup Challenge, Activity Challenge, Springtime Tallahassee race, and fitness classes.
- The FY 2023 and FY 2024 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.
- In February 2023, in-person employee trainings resumed, while still offering some training content in a virtual and on-demand format. Employees continue to have access to the Learning Management System: NEOGOV Learn, which contains extensive content related to performance, communication, professional development, and safety created by staff in addition to the training included within the system. Upon request or recommendation, employees also have access to training content through the County's licensure of LinkedIn Learning for additional targeted content. Employees also benefit from content experts who have provided training in the areas of communication, finance, leadership, and mental health. Content specific trainings continues to be created for Leon County departments as requested. The Division continues to explore additional training opportunities.
- New hires are required to take Customer Experience training within 30 days of hire as part of their New Employee Orientation (NEO) NEOGOV Learning Plan. The increase in FY 2022 reflects the high volume of new employees brought on due to the hiring fair.
- The Division implemented the NEOGOV Learn New Employee Orientation NEOGOV Learning Plan curriculum in 2021. This curriculum consists of all required training, including but not limited to: Customer Experience, Disaster Preparedness, Workplace Violence, that a new hire must complete within 30 days. The Division is currently at 85% of new hires completing on-boarding requirements within the required 30 days for FY 2023. This trend is projected to continue in FY 2024.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Administration

## Human Resources (001-160-513)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,313,294	1,256,940	1,328,840	-	1,328,840	1,370,608
Operating	247,311	326,573	374,165	18,587	392,752	396,643
Capital Outlay	4,381	-	-	-	-	-
Total Budgetary Costs	1,564,986	1,583,513	1,703,005	18,587	1,721,592	1,767,251
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	1,564,986	1,583,513	1,703,005	18,587	1,721,592	1,767,251
Total Revenues	1,564,986	1,583,513	1,703,005	18,587	1,721,592	1,767,251
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 & Wellness Coordinator	1.00	1.00	1.00	-	1.00	1.00
Employee Development Coordinator	1.00	1.00	1.00	-	1.00	1.00
Compensation Analyst	1.00	1.00	1.00	-	1.00	1.00
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 2024 Human Resources budget are as follows:

## Increases to Program Funding:

- Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
- Contractual services associated with the management of employee benefits and other inflationary costs associated with travel and training to maintain the Human Resources management software.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Administration

## Emergency Management Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	575,968	672,627	702,230	-	702,230	723,815
Operating	957,481	917,581	963,471	153,849	1,117,320	1,499,418
Capital Outlay	27,459	-	-	-	-	-
Total Budgetary Costs	1,560,907	1,590,208	1,665,701	153,849	1,819,550	2,223,233

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Big Bend Healthcare Coalition (125-952039-525)	6,350	-	-	-	-	-
Emergency Management (125-864-525)	110,113	121,221	121,221	-	121,221	121,290
EMPA Base Grant-State (125-952020-525)	105,806	-	-	-	-	-
EMPA Base Grant-State (125-952024-525)	-	152,777	-	-	-	-
EMPA State Grant (125-952030-525)	-	-	161,980	-	161,980	167,415
EMPG ARPA Grant (125-952022-525)	13,926	-	-	-	-	-
EMPG Federal Grant (125-952019-525)	90,914	-	-	-	-	-
EMPG Federal Grant (125-952023-525)	-	105,390	-	-	-	-
EMPG Federal Grant (125-952029-525)	-	-	111,722	-	111,722	115,593
EM-SHSGP Federal Grant (125-952015-525)	22,927	-	-	-	-	-
Enhanced E-911-Administration (130-180-525)	1,181,213	1,165,088	1,224,883	153,849	1,378,732	1,773,011
Insurance for E-911 (130-495-525)	2,679	2,777	2,910	-	2,910	2,939
MIS Automation (130-470-525)	26,980	42,955	42,985	-	42,985	42,985
Total Budget	1,560,907	1,590,208	1,665,701	153,849	1,819,550	2,223,233

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
125 Grants	350,036	379,388	394,923	-	394,923	404,298
130 9-1-1 Emergency Communications	1,210,872	1,210,820	1,270,778	153,849	1,424,627	1,818,935
Total Revenues	1,560,907	1,590,208	1,665,701	153,849	1,819,550	2,223,233

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
EMPG Federal Grant	1.00	1.00	1.00	-	1.00	1.00
EMPA Base Grant-State	1.00	1.00	-	-	-	-
EMPA State Grant	-	-	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 2024 TENTATIVE BUDGET

## »» Administration

## Emergency Management - Emergency Management (125-864-525)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	46,248	-	-	-	-	-
Operating	63,864	121,221	121,221	-	121,221	121,290
Total Budgetary Costs	110,113	121,221	121,221	-	121,221	121,290
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
125 Grants	110,113	121,221	121,221	-	121,221	121,290
Total Revenues	110,113	121,221	121,221	-	121,221	121,290

FY 2024 Emergency Management Grant Match budget remained level.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Administration

## Emergency Management - EMPG Federal Grant (125-952029-525)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	-	-	111,722	-	111,722	115,593
Total Budgetary Costs	-	-	111,722	-	111,722	115,593
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
125 Grants	-	-	111,722	-	111,722	115,593
Total Revenues	-	-	111,722	-	111,722	115,593
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Emergency MGMT Coordinator	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	-	-	1.00	-	1.00	1.00

FY 2024 EMPG Base Grant:

Positions are funded by state grants. New grants are anticipated from the Florida Division of Emergency Management for July 2024 to coincide with the State fiscal year. FY 2024 funding reflects the County annually budgeted personnel costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Administration

## Emergency Management - EMPA State Grant (125-952030-525)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	-	-	161,980	-	161,980	167,415
Total Budgetary Costs	-	-	161,980	-	161,980	167,415
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
125 Grants	-	-	161,980	-	161,980	167,415
Total Revenues	-	-	161,980	-	161,980	167,415
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Director of Emergency Management	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	-	-	1.00	-	1.00	1.00

FY 2024 EMPA Base Grant:

Positions are funded by state grants. New grants are anticipated from the Florida Division of Emergency Management for July 2024 to coincide with the State fiscal year. FY 2024 funding reflects the County annually budgeted personnel costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Administration

## Emergency Management - Enhanced E-911-Administration (130-180-525)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	333,000	414,460	428,528	-	428,528	440,807
Operating	820,755	750,628	796,355	153,849	950,204	1,332,204
Capital Outlay	27,459	-	-	-	-	-
Total Budgetary Costs	1,181,213	1,165,088	1,224,883	153,849	1,378,732	1,773,011
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
130 9-1-1 Emergency Communications	1,181,213	1,165,088	1,224,883	153,849	1,378,732	1,773,011
Total Revenues	1,181,213	1,165,088	1,224,883	153,849	1,378,732	1,773,011
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
E-911 Systems Coordinator	1.00	1.00	1.00	-	1.00	1.00
911 Database & GIS 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 Equivalent (FTE)	5.00	5.00	5.00	-	5.00	5.00

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Inflationary costs related to maintenance of the E-911 system, and travel and training to maintain required training and certifications for E-911 staff.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Administration

## Emergency Management - MIS Automation (130-470-525)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	26,980	42,955	42,985	-	42,985	42,985
Total Budgetary Costs	26,980	42,955	42,985	-	42,985	42,985
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
130 9-1-1 Emergency Communications	26,980	42,955	42,985	-	42,985	42,985
Total Revenues	26,980	42,955	42,985	-	42,985	42,985

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Administration

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**Emergency Management - Insurance for E-911 (130-495-525)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	2,679	2,777	2,910	-	2,910	2,939
Total Budgetary Costs	2,679	2,777	2,910	-	2,910	2,939
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
130 9-1-1 Emergency Communications	2,679	2,777	2,910	-	2,910	2,939
Total Revenues	2,679	2,777	2,910	-	2,910	2,939


## LEON COUNTY FISCAL YEAR 2024 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 252.35 (3)</b> requires each county to ensure the existence of a comprehensive statewide medical care and relief plan administered by the Department of Health; and establish systems for coordinating volunteers and accepting and distributing donated funds and goods.
<b>Advisory Board</b>	None





## FY 2022-2026 Strategic Plan

Bold Goals & Five-Year Targets		FY 2022 Actual	FY 2023 Estimate <sup>2</sup>	FY 2024 Estimate <sup>2</sup>	FY 2025 Estimate	FY 2026 Estimate	TOTAL
 Target: Connect 50,000 volunteers with service opportunities communitywide. (T13) <sup>1</sup>		7,460	8,600	10,200	TBD	TBD	26,260

## Notes:

- In FY 2022, the County made over 7,400 volunteer connections by connecting citizens with internal volunteer opportunities with the County libraries, internships, and special events, and other opportunities with community service partners. By the end of FY 2023, the County anticipates making an additional 8,600 volunteer connections to reach 32% of the County’s five-year Target.
- Bold Goal & Target figures for FY 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.

## Performance Measures

Strategic Priorities	Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimates	FY 2024 Estimates
	Number of citizen volunteers coordinated <sup>1</sup>	2,924	3,729	4,000	4,500
	Number of county departments utilizing volunteers annually <sup>2</sup>	10	20	25	30
	Number of volunteer’s hours <sup>3</sup>	30,676	72,415	80,000	90,000
	Dollar value of volunteer time <sup>4</sup>	\$875,481	\$2,168,842	\$2,396,000	\$2,695,500

## Notes:

- The number of citizen volunteers is anticipated to increase in FY 2023 and FY 2024 due to more volunteer opportunities within the County.
- The number of Departments utilizing volunteers is anticipated to increase due to VolunteerLEON staff training.
- Volunteer hours are projected to continue to increase as in-person volunteer opportunities return to pre-COVID levels.
- The FY 2024 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 2024 TENTATIVE BUDGET

## »» Administration

## Volunteer Services (001-113-513)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	157,398	165,547	91,461	-	91,461	94,761
Operating	34,856	41,423	22,963	-	22,963	22,963
Total Budgetary Costs	192,254	206,970	114,424	-	114,424	117,724
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	192,254	206,970	114,424	-	114,424	117,724
Total Revenues	192,254	206,970	114,424	-	114,424	117,724
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Volunteer Services Manager	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	1.00	-	1.00	1.00

The major variances for the FY 2024 Volunteer Center budget are as follows:

## Decrease to Program Funding:

1. As presented to the Board on June 13, 2023, the County Administrator's FY 2023 midyear reorganization included the reclassification of the vacant Volunteer Services Manager position to Health & Human Services Manager. This position realignment is reflected in the personnel services budget. This decrease is offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# »» Office of Information & Technology

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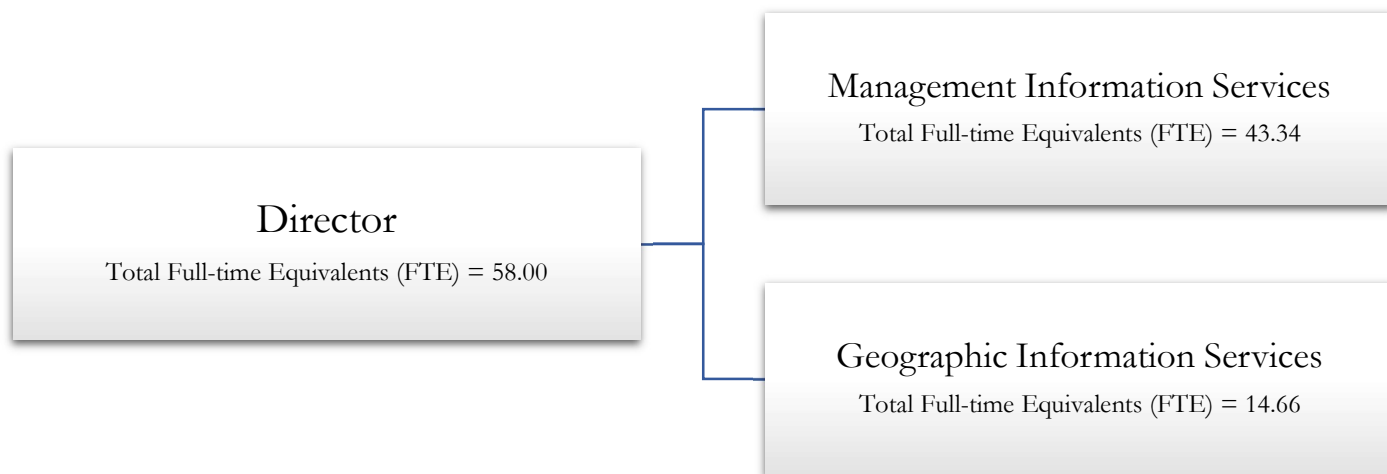
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# » Office of Information & Technology

## Organizational Chart

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## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Office of Information & Technology

## Executive Summary

The Office of Information and Technology (OIT) section of the Leon County FY 2024 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 2,900 users and 10,000 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 Supervisor of Elections office, in preparation for the 2024 Presidential election. 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 use 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. Recently, GIS successfully used an artificial intelligence tool to create an additional layer showing alleys and service roads. The tool allowed the new layer to be created in a few weeks, compared to several months if completed the traditional way. The new layer helps first responders to reach call destinations more efficiently by providing additional details such as apartment complex routing and alley shortcuts.

OIT continues to provide network support for the Sheriff at the Real Time Crime Center, 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 (JIS) for criminal case management as well as the Jail Management System for the Sheriff's Office. The MIS team was instrumental in the Sheriff's Office obtaining a grant for over \$600,000 to identify and implement a new jail management system. Additional modules will be considered as MIS works to design and implement the next generation of the JIS.

Leon County placed in the top ten of counties with populations of 250,000 – 499,999 for the past nine years and was awarded 5th place nationally and 1st place in Florida for the 2022 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 2024 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 2024 TENTATIVE BUDGET

## »» Office of Information and Technology

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	5,947,037	6,656,792	6,975,239	-	6,975,239	7,191,580
Operating	3,491,330	4,109,310	4,298,636	372,499	4,671,135	4,782,768
Capital Outlay	28,031	3,200	-	-	-	-
Total Budgetary Costs	9,466,398	10,769,302	11,273,875	372,499	11,646,374	11,974,348

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Management Information Services	7,459,735	8,491,179	8,896,266	372,499	9,268,765	9,539,544
Geographic Information Systems	2,006,663	2,278,123	2,377,609	-	2,377,609	2,434,804
Total Budget	9,466,398	10,769,302	11,273,875	372,499	11,646,374	11,974,348

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	9,466,398	10,769,302	11,273,875	372,499	11,646,374	11,974,348
Total Revenues	9,466,398	10,769,302	11,273,875	372,499	11,646,374	11,974,348

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 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, Property Appraiser, and Supervisor of Elections), Article V agencies (Courts, State Attorney, Public Defender, Clerk, and Guardian Ad Litem), and Medical Examiner.</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, Public Defender and State Attorney offices, Guardian Ad Litem, Property Appraiser's Office, Tax Collector's Office, Sheriff's Office, Court Administration, Clerk's Office, and Medical Examiner.</li> <li>7. Provide e-mail services for the County, Constitutional Officers, Article V agencies, and Medical Examiner.</li> <li>8. Support and provide connectivity and apps for over 1,400 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, Medical Examiner, 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 Division of Tourism) 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 the enterprise resource planning system for Finance, Purchasing, Human Resources, and Payroll, Public Works' work order management system, Animal Control system, Fleet Management system, Solid Waste management system, Human Resources' e-appraisal system, DSEM's permitting and enforcement tracking software, dozens of software solutions for EMS, County Attorney's case management software, and the Library's catalog, patron, &amp; inventory system.</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 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 solutions through digital signage for the Libraries, Facilities, DSEM, Tourism, and the Public Safety Complex.</p> <p>22. Provide, maintain, and support secure telecommuting solutions for Leon County Government, Constitutional Offices, and the Medical Examiner.</p> <p>23. Design and maintain permitting system solution for DSEM to allow efficient processing of building, developmental, and environmental permits toward accomplishing 100% online permitting.</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) (2,900 users/45 MIS Staff)	64:1	45:1 <sup>1</sup>
	Average number of Devices per Information Technician (IT Staff) (10,000/45 MIS Staff)	222:1	70:1 <sup>1</sup>
	IT Operational Spending per User (\$8,813,877/2,900)	\$3,039	\$6,140 <sup>1</sup>
	Total IT Spending (Operating and CIPs) as Percentage of Budget	2.9%	3.9% <sup>1</sup>
	Number of Network Sites	80	32

#### Benchmark Sources:

1. Computer Economics, a service by Avasant Research, IT Spending and Staffing Benchmarks, 2022/2023.

### Performance Measures

Strategic Priorities	Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Average number of e-mails processed each month (millions) <sup>1</sup>	0.69	0.71	1.57	1.50
	Approximate percentage of valid e-mails (balance after malware/viruses trapped) <sup>2</sup>	76%	82%	83%	75%
	Average monthly visits to Leon County website <sup>3</sup>	356,700	293,721	350,145	350,000
	Percent of help calls completed the same day <sup>4</sup>	82%	45%	49%	50%
	Number of new applications/services deployed <sup>5</sup>	24	19	21	20

#### Notes:

1. The increase in FY 2023 and FY 2024 is due to the addition of the Property Appraiser, Public Defender, and Medical Examiner to our leoncountyfl.gov email tenant. These additions, along with increased use of solutions such as NeoGov, Smartsheet, TEAMS and others that send email notifications result in more emails being processed annually.
2. An estimated 17% of external emails in FY 2023 were identified as viruses/malware. The FY 2024 percentage of emails with viruses is expected to increase with the presidential election.
3. Visits to the website increased in FY 2021 due to COVID information. Visits are expected to stabilize around 350,000.
4. In FY 2022, 45% of all help calls were reported closed within a one-day period. The numbers in FY 2023 and FY 2024 are measured differently due to a new work order management system that includes much more comprehensive service provided, such as multi-day project calls and purchase requests that require research, ordering, and delivery.
5. In FY 2023, staff implemented 21 new applications; the FY 2024 estimate predicts a consistent trend.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »»» Office of Information and Technology

## Management Information Services Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	4,500,738	4,972,924	5,226,690	-	5,226,690	5,387,586
Operating	2,935,706	3,515,055	3,669,576	372,499	4,042,075	4,151,958
Capital Outlay	23,292	3,200	-	-	-	-
Total Budgetary Costs	7,459,735	8,491,179	8,896,266	372,499	9,268,765	9,539,544
<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Management Information Services (001-171-513)	7,245,120	8,214,524	8,608,854	372,499	8,981,353	9,246,391
Public Safety Complex Technology (001-411-529)	214,615	276,655	287,412	-	287,412	293,153
Total Budget	7,459,735	8,491,179	8,896,266	372,499	9,268,765	9,539,544
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	7,459,735	8,491,179	8,896,266	372,499	9,268,765	9,539,544
Total Revenues	7,459,735	8,491,179	8,896,266	372,499	9,268,765	9,539,544
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 TENTATIVE BUDGET

## »» Office of Information and Technology

## Management Information Services - Management Information Services (001-171-513)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	4,355,239	4,820,884	5,065,608	-	5,065,608	5,220,763
Operating	2,866,590	3,390,440	3,543,246	372,499	3,915,745	4,025,628
Capital Outlay	23,292	3,200	-	-	-	-
Total Budgetary Costs	7,245,120	8,214,524	8,608,854	372,499	8,981,353	9,246,391

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	7,245,120	8,214,524	8,608,854	372,499	8,981,353	9,246,391
Total Revenues	7,245,120	8,214,524	8,608,854	372,499	8,981,353	9,246,391

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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
Director 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 Systems 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	0.50
IT Technical Support Spec. II	5.00	5.00	5.00	-	5.00	5.00
MIS Special Projects Coord.	1.00	-	-	-	-	-
Network Systems Analyst I	2.00	2.00	1.00	-	1.00	1.00
Applications Systems Analyst	-	1.00	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	3.00	3.00	4.00	-	4.00	4.00
Network Systems Analyst III	3.00	3.00	3.00	-	3.00	3.00
IT Tech Support Technician I	1.00	1.00	1.00	-	1.00	1.00
OIT Financial Analyst	1.00	1.00	1.00	-	1.00	1.00
Sr. IT Technical Support Spec	3.00	3.00	2.00	-	2.00	2.00
Sr. IT Tech Sup Spec Mobile Svc	-	-	1.00	-	1.00	1.00
Cyber Security Manager	0.67	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 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Inflationary increases associated with contractual services for the financial management software, system backup, email archiving, work order management and cybersecurity incident response services.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Information and Technology

## Management Information Services - Public Safety Complex Technology (001-411-529)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	145,499	152,040	161,082	-	161,082	166,823
Operating	69,116	124,615	126,330	-	126,330	126,330
Total Budgetary Costs	214,615	276,655	287,412	-	287,412	293,153
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	214,615	276,655	287,412	-	287,412	293,153
Total Revenues	214,615	276,655	287,412	-	287,412	293,153
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Network Systems Analyst	0.50	0.50	0.50	-	0.50	0.50
Network Systems Analyst I	1.00	1.00	1.00	-	1.00	1.00
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 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.






## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Office of Information & 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 base map 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 2021 Actuals</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Estimate</b>	<b>FY 2024 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%
	Provide maintenance of base map components per schedule matrix, as required. <sup>3</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>4</sup>	797	819	839	861
	Published web services. <sup>5</sup>	2,258	2,788	3,000	2,988

# »» 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 maintain the base-map components and the associated derivative products while constantly seeking increased value in product and technology advances.
4. The number of data layers maintained varies from year to year; older data layers are consolidated, and new data layers are created. In FY 2023, additional base map layers were delivered by the vendor, as well as other new efforts initiating additional layer creation. GIS also receives new data each year from aerial photography vendors. For example, new in FY 2023 is a layer created by artificial intelligence using the aerial photography that will assist first responders in finding call locations more efficiently. Due to organic growth and increased adoption of the GIS resources, additional layers are expected in 2024 to support the needs of departments and organizations.
5. The increase in FY 2023 and FY 2024 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 2024 TENTATIVE BUDGET

## »» Office of Information and Technology

## Geographic Info. Systems (001-421-539)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,446,299	1,683,868	1,748,549	-	1,748,549	1,803,994
Operating	555,624	594,255	629,060	-	629,060	630,810
Capital Outlay	4,739	-	-	-	-	-
Total Budgetary Costs	2,006,663	2,278,123	2,377,609	-	2,377,609	2,434,804
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	2,006,663	2,278,123	2,377,609	-	2,377,609	2,434,804
Total Revenues	2,006,663	2,278,123	2,377,609	-	2,377,609	2,434,804
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 Systems 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	-	-	-	-	-
Network Systems Analyst I	-	1.00	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	2.00	2.00	2.00	-	2.00	2.00
GIS Integration Specialist	1.00	1.00	1.00	-	1.00	1.00
Cyber Security Manager	0.33	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 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Additional operating cost associated with contractual services for the ESRI: GIS mapping software.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

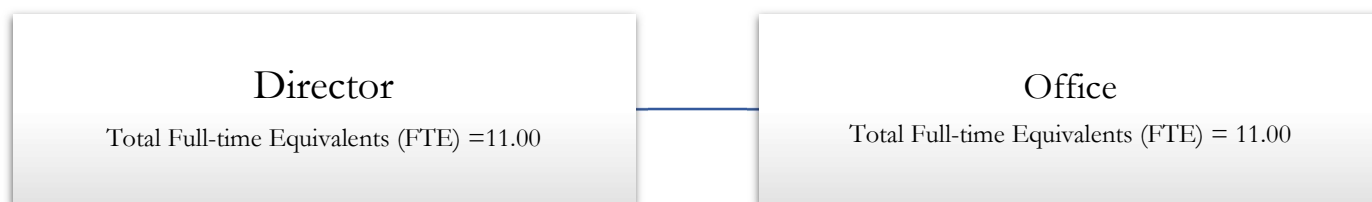
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# » County Attorney's Office Organizational Chart

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## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# County Attorney's Office

## Executive Summary

The County Attorney's Office section of the Leon County FY 2024 Annual Budget is comprised solely of the County Attorney's Office. This 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 provides legal support to Leon County Government in a variety of areas, including the following litigation matters:

- Working with outside counsel to represent Leon County in the multidistrict opioid litigation against multiple opioid manufacturers, distributors, and retailers. The complaints 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 approved entering into numerous settlement agreements, as well as a Memorandum of Understanding with the State of Florida governing how the settlement proceeds will be distributed 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 out 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. On April 5, 2023, the Florida Attorney General's Office provided Florida cities and counties with partial estimated distribution numbers, and Leon County has started to receive disbursements. At the June 2022 Florida Association of County Attorneys Award Luncheon, County Attorney O'Steen was presented with FACA's annual Writing Award for her work related to the Opioid Litigation.
- Representing 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; *Nicole Fried, et al., v. State of Florida, et al.*; *City of Weston, et al., v. State of Florida*; Supreme Court Case No. SC21-917 and 918, wherein the Plaintiffs challenged 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. This matter has proceeded through the courts, and the Supreme Court of Florida accepted jurisdiction and directed briefs be filed by the parties on September 9, 2021. On January 19, 2023, the Supreme Court issued its Opinion, in which it affirmed the First District Court of Appeal's decision, holding that neither legislative immunity nor governmental function immunity prohibit the statutory actions and penalties in section 790.33(3)(c), (d), and (f), Florida Statutes.
- Handling *Leon County, Florida v. David Rainey, Shayna Rainey, U.S. Bank Trust National Association, et al.*, Circuit Court Case No. 2023 CA xxxx, an eminent domain case for the Maylor Road Accessibility Enhancement Project. Maylor Road experiences flooding during large storm events since the project area is located at the bottom of the Maylor Road Closed Basin. Known flood events have occurred in 1994, 2008 (during Tropical Storm Fay), 2014, and most recently in December 2018. The residences along Maylor Road within the project area are experiencing safety deficiencies resulting from these recurring flood events including impaired access to residential properties. The County will raise the elevation of Maylor Road and needs temporary construction easements for the purpose of driveway reconstruction and harmonizing project improvements.

Real Estate Transactions and Right-of-Way Acquisition, including:

- Assisting staff with the continued sales of County-owned real property appropriate for use as affordable housing, resulting in significant proceeds to the Housing Finance Authority of Leon County to be used for affordable housing.
- Preparing a resolution adopting an inventory list of all real property within Leon County to which the County holds fee simple title that is appropriate for use as affordable housing.
- Assisting with funding the gap for the second phase of the Orange Avenue Apartments Redevelopment Project, utilizing Federal Emergency Rental Assistance (ERA) funding, and handling the real estate closing on a forgivable loan. The project is intended to increase and preserve the stock of affordable housing through collaboration and

coordination with the City and the Housing Finance Authority of Leon County and enabled the developer to leverage significant tax-exempt financing.

- Overseeing the drafting of an affordable housing incentive joint ordinance with the City of Tallahassee.
- Reviewing lease agreements for County-owned properties, such as the Leon County Government Annex and the Lake Jackson Town Center.
- Acquiring 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, the North Gadsden Street Sidewalk Project, the Belair/Annawood Septic-to-Sewer Project, and the Blountstown Highway Sidewalk Project to serve the Fort Braden School area as part of the Safe Routes to School Program.

Procurements, Transactions, and Assessments, including:

- Providing legal guidance in developing the solicitation and agreement for an exclusive franchise for solid waste collection services for unincorporated Leon County that would include competitive rates for residential and commercial customers.
- Assisting staff with the imposition of special assessments to recoup the costs of the Tower Oaks 2/3 Program for road improvements, as required by the 2/3 Program. The project included road upgrades, sidewalk replacement, and improvements to the stormwater control and drainage system associated with the roads.
- Assisting in the review and development of a Request for Proposals for qualified vendors to provide decedent transportation services for the Leon County Medical Examiner. Providing legal review on subsequent contracts with qualified vendors following the closing of the solicitation.
- Assisting staff with the solicitation of bids for renovation of existing warehouse space to provide a new 12,376 GSF evidence storage facility for the Leon County Sheriff's Office.
- Developing solicitations, assisting staff with procurements, and preparing agreements related to outside Bond Counsel and Disclosure Counsel.
- Providing legal support in developing the Syringe Exchange Program agreements, the springs restoration grant amendment for the Woodville Sewer System Project, and the TESLA Supercharger License Agreement for Huntington Oaks Plaza.
- Providing legal support to staff with updating special assessments for fire rescue, solid waste, stormwater management, and the Emergency Medical Services MSTU.

In the past 12 months, the County Attorney's Office has responded to nearly 1,400 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 employment, procurement, and litigation documents, responding to public records requests and advertising public hearings. Included in this number are 416 agreements, 316 agenda items, 344 public records requests, 80 resolutions, 12 ordinances, and 11 policies. The County Attorney's Office worked with staff to develop and implement rules of procedure for the Trusted People Neighborhood Engagement Steering Committee, as well as trained staff and Committee members on compliance with the Sunshine Law and public records laws. The County Attorney's Office provided legal support to the Planning Department for the 2023 Comprehensive Plan cycle and the Department of Development Support and Environmental Management in the approval of all Land Development Code revisions and applications for development approvals. The County Attorney's Office also represents Leon County before the Tallahassee-Leon County Planning Commission, the Board of Adjustment and Appeals, the Code Enforcement Board, and the Development Review Committee. For the 2022 elections, the County Attorney's Office represented the Leon County Canvassing Board. Office personnel have assisted with significant revisions to the Code of Laws concerning the Leon County Energy Improvement District, Animal Control, Land Development Code, Pre-Development Environmental Analysis Reviews in the Environmental Protection Act, and Lake Protection, 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, including implementation of the 2022 Lake Talquin TMDL Rule.

The County Attorney's Office has also been reviewing a notification from the Florida PACE Funding Agency (FPFA) purporting to materially alter the way in which it operates in Leon County. As authorized by the Board, the County Attorney's Office has issued a cease and desist letter to the FPFA. At the June 2023 Florida Association of County Attorneys Award Luncheon, County Attorney O'Steen was presented with FACA's annual Friend Award for her leadership on the FACA PACE Task Force, which she Chairs.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 County Attorney's Office

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,514,824	1,604,759	1,649,700	-	1,649,700	1,700,516
Operating	247,553	574,729	575,769	-	575,769	575,769
Capital Outlay	5,212	-	-	-	-	-
Total Budgetary Costs	1,767,589	2,179,488	2,225,469	-	2,225,469	2,276,285

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
County Attorney	1,767,589	2,179,488	2,225,469	-	2,225,469	2,276,285
Total Budget	1,767,589	2,179,488	2,225,469	-	2,225,469	2,276,285

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	1,767,589	2,179,488	2,225,469	-	2,225,469	2,276,285
Total Revenues	1,767,589	2,179,488	2,225,469	-	2,225,469	2,276,285

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
County Attorney	11.00	11.00	11.00	-	11.00	11.00
Total Full-Time Equivalents (FTE)	11.00	11.00	11.00	-	11.00	11.00

## LEON COUNTY FISCAL YEAR 2024 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 2024 TENTATIVE BUDGET

 County Attorney's Office

## County Attorney (001-120-514)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,514,824	1,604,759	1,649,700	-	1,649,700	1,700,516
Operating	247,553	574,729	575,769	-	575,769	575,769
Capital Outlay	5,212	-	-	-	-	-
Total Budgetary Costs	1,767,589	2,179,488	2,225,469	-	2,225,469	2,276,285
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	1,767,589	2,179,488	2,225,469	-	2,225,469	2,276,285
Total Revenues	1,767,589	2,179,488	2,225,469	-	2,225,469	2,276,285
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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
Assistant County Attorney	3.00	3.00	3.00	-	3.00	3.00
Sr. Assistant County Attorney	1.00	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	2.00	-	2.00	2.00
Legal Records Manager	1.00	1.00	1.00	-	1.00	1.00
Sr. Legal Assistant	1.00	1.00	-	-	-	-
Total Full-Time Equivalents (FTE)	11.00	11.00	11.00	-	11.00	11.00

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

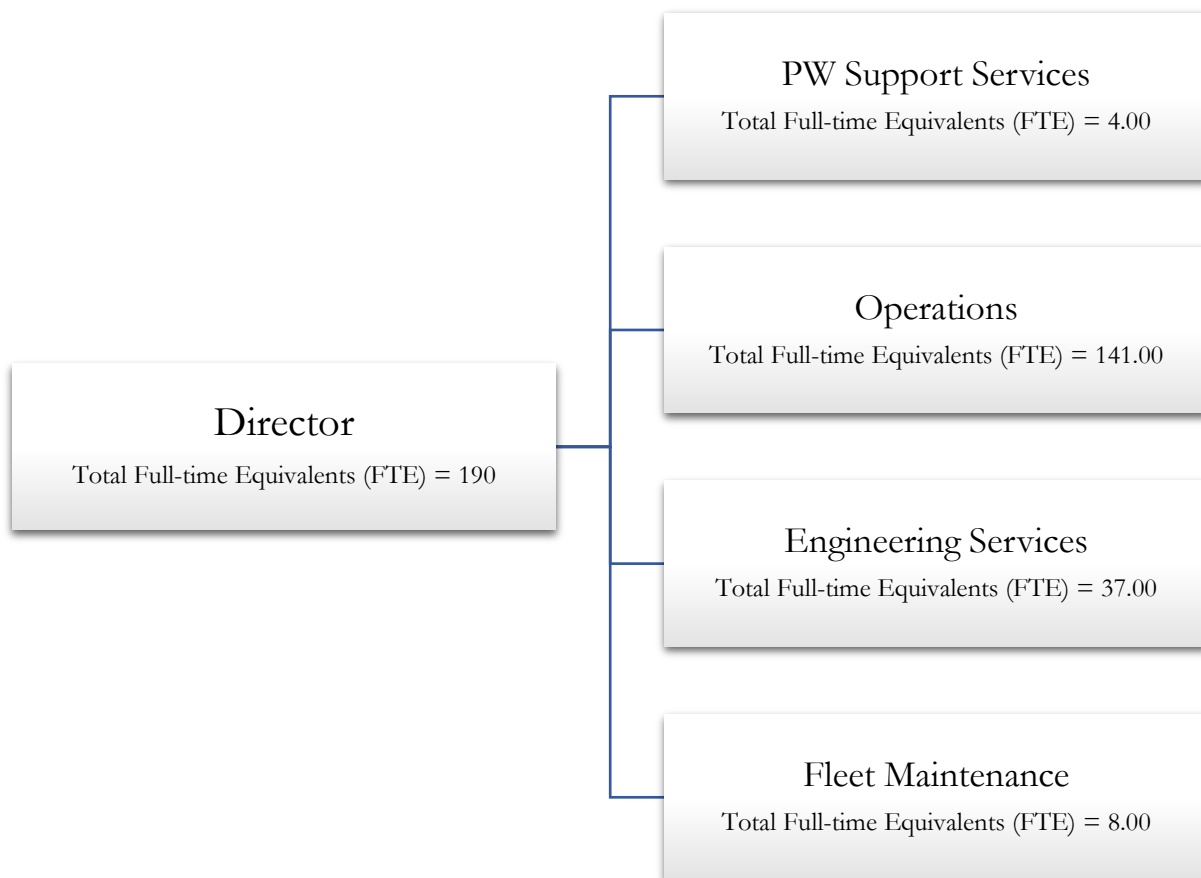
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# » Department of Public Works Organizational Chart

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## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# »» Department of Public Works

## Executive Summary

The Public Works section of the Leon County FY 2024 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 2023, 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 was also awarded a Tree Inventory Grant in the amount of \$25,000 from the Florida Department of Agriculture and Consumer Services to complete a tree inventory along the County's canopy roads. In addition, Operations performed grading on County-maintained dirt roads on an 18-day cycle totaling over 800 miles.

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 2023, the Division revised Policy 17-2 "The Street Lighting Eligibility Criteria and Implementation" to include street lights at school bus stop locations in the unincorporated area. Program funding was allocated in the L.I.F.E Street Lighting capital improvement budget. The Division completed construction of the Ben Boulevard Phase II Drainage Improvement to address severe flooding along the east side of Ben Boulevard due to the insufficient capacity of the existing conveyance system that moves stormwater into Lake Jackson. Phase II completed the conveyance and drainage improvements to alleviate roadway and yard flooding on the north side of Ben Boulevard, east of Ben Court. Also completed in FY 2023, the Magnolia Drive Multi-Use Trail from Meridian Street to Pontiac Drive. The improvements in this phase of the project removed three feet of the previously built 10-foot concrete trail from South Meridian Street to Pontiac Drive, and installed enhanced landscaping and street lighting. Additionally, the Comprehensive Wastewater Treatment Facilities Plan (CWTFP) was completed. The CWTFP is recognized by the State of Florida as a critical planning document to determine the most appropriate wastewater treatment and disposal facilities that can be implemented in a reasonable manner.

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 right sized and replaced two midsize trucks with hybrid utility vehicles in FY 2023. In addition, in FY 2023, Fleet purchased 3,600 gallons of RelaDyne-Ecopower recycled motor oil and returned 1,800 gallons of used motor oil to be recycled.

## LEON COUNTY FISCAL YEAR 2024 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

- (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)
- (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)

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)
6. (EN1) Implement the comprehensive Action Plan for Lake Munson to support the long-term water quality of the lake and surrounding water bodies (2023-8)

## QUALITY OF LIFE

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)
  - a) The Comprehensive Wastewater Treatment Facilities Plan Report which includes recommended advanced sewage treatment alternatives in different areas of Leon County was brought to the Board at the January 24, 2023 meeting.
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 two \$1.11 million grants from FDEP Springs Restoration Program for a Septic Upgrade Incentive Program. (Complete)
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)
6. a) At the October 11, 2022 meeting the Board approved the Lake Munson Action Plan, including the 2022 lake drawdown, enhanced water quality sampling, aquatic vegetation management program, and innovative technology exploration. (In Progress)
  - b) Provide a six-month status update on the implementation and ongoing effort related to the Lake Munson Action Plan, as approved by the Board at the October 11, 2022 meeting, including a recommendation to extend the drawdown through Spring 2024 to further dry out the exposed areas of the lake and promote sediment capping to enhance water quality. (Ongoing)

### 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 Creak 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, Springhill Road Bridge and Veterans Memorial Drive Bridge Replacement. (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)

e) Draft a letter of support to the City of Tallahassee for its Safe Routes to School Grant Application for sidewalks within the County's right-of-way along Fred George Road which would provide greater pedestrian access to Springwood Elementary School. (Complete)

## 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	195	40	220	TBD	TBD	455

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. By the end of FY 2023, the County anticipates having 235 septic upgrades and/or conversions completed or in progress, 47% of the County's five-year Target. This includes the septic to sewer conversions supported through the Woodville Phase 1A Septic to Sewer Project, as well as system upgrades supported through the Advanced Septic System Pilot Program.



**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%	225%	92%	TBD	TBD	317%

Note: Leon County's Integrated Sustainability Action Plan (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. To date, the County has increased its electric vehicle fleet by 75%. It should be noted that due to shortages and shipping delays resulting from the long-term economic impacts of COVID, the arrival of electric vehicles ordered by the County have been significantly delayed. Notwithstanding this, staff anticipates achieving 52% of the County's five-year Bold Goal by increasing the County's electric vehicle fleet by 225% for a total of 13 electric vehicles, by the end of 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	3.50	2.67	2.85	TBD	TBD	6.17

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 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.**

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Department of Public Works

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	10,655,810	14,775,342	15,471,044	-	15,471,044	15,898,294
Operating	9,355,867	7,963,222	9,170,051	220,411	9,390,462	9,281,874
Capital Outlay	62,145	50,000	-	-	-	-
Total Budgetary Costs	20,073,822	22,788,564	24,641,095	220,411	24,861,506	25,180,168

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
PW Support Services	652,665	682,539	717,977	-	717,977	735,379
Operations	11,730,791	14,162,987	14,785,966	55,942	14,841,908	15,117,623
Engineering Services	3,495,353	4,547,954	4,590,108	138,500	4,728,608	4,708,138
Fleet Management	4,195,014	3,395,084	4,547,044	25,969	4,573,013	4,619,028
Total Budget	20,073,822	22,788,564	24,641,095	220,411	24,861,506	25,180,168

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	526,053	856,500	837,024	-	837,024	843,986
106 Transportation Trust	11,902,796	14,583,808	14,999,455	194,442	15,193,897	15,333,442
123 Stormwater Utility	3,375,222	3,915,146	4,219,546	-	4,219,546	4,345,686
125 Grants	74,737	38,026	38,026	-	38,026	38,026
505 Motor Pool	4,195,014	3,395,084	4,547,044	25,969	4,573,013	4,619,028
Total Revenues	20,073,822	22,788,564	24,641,095	220,411	24,861,506	25,180,168

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Engineering Services	37.00	37.00	37.00	-	37.00	37.00
Fleet Management	8.00	8.00	8.00	-	8.00	8.00
Operations	137.00	141.00	141.00	-	141.00	141.00
PW Support Services	4.00	4.00	4.00	-	4.00	4.00
Total Full-Time Equivalents (FTE)	186.00	190.00	190.00	-	190.00	190.00

<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 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 2024 TENTATIVE BUDGET

 Department of Public Works

## Support Services (106-400-541)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	504,959	529,757	563,266	-	563,266	580,668
Operating	147,706	152,782	154,711	-	154,711	154,711
Total Budgetary Costs	652,665	682,539	717,977	-	717,977	735,379
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
106 Transportation Trust	652,665	682,539	717,977	-	717,977	735,379
Total Revenues	652,665	682,539	717,977	-	717,977	735,379
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Director of Public Works	1.00	1.00	1.00	-	1.00	1.00
Admin 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	1.00
Total Full-Time Equivalents (FTE)	4.00	4.00	4.00	-	4.00	4.00

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers' compensation costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Department of Public Works

## Operations Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	6,353,716	9,693,482	10,214,351	-	10,214,351	10,486,866
Operating	5,328,346	4,469,505	4,571,615	55,942	4,627,557	4,630,757
Capital Outlay	48,729	-	-	-	-	-
Total Budgetary Costs	11,730,791	14,162,987	14,785,966	55,942	14,841,908	15,117,623

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Mosquito Control (001-216-562)	526,053	856,500	837,024	-	837,024	843,986
Mosquito Control Grant (125-214-562)	74,737	38,026	38,026	-	38,026	38,026
Right-Of-Way Management (106-432-541)	3,116,603	3,894,770	3,887,925	50,000	3,937,925	3,964,258
Stormwater Maintenance (123-433-538)	3,375,222	3,915,146	4,219,546	-	4,219,546	4,345,686
Transportation Maintenance (106-431-541)	4,638,175	5,458,545	5,803,445	5,942	5,809,387	5,925,667
Total Budget	11,730,791	14,162,987	14,785,966	55,942	14,841,908	15,117,623

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	526,053	856,500	837,024	-	837,024	843,986
106 Transportation Trust	7,754,778	9,353,315	9,691,370	55,942	9,747,312	9,889,925
123 Stormwater Utility	3,375,222	3,915,146	4,219,546	-	4,219,546	4,345,686
125 Grants	74,737	38,026	38,026	-	38,026	38,026
Total Revenues	11,730,791	14,162,987	14,785,966	55,942	14,841,908	15,117,623

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Mosquito Control	5.20	5.20	5.00	-	5.00	5.00
Transportation Maintenance	55.00	54.00	55.00	-	55.00	55.00
Right-Of-Way Management	34.00	40.00	39.00	-	39.00	39.00
Stormwater Maintenance	42.80	41.80	42.00	-	42.00	42.00
Total Full-Time Equivalents (FTE)	137.00	141.00	141.00	-	141.00	141.00





<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 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 FY22 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 2022

1. Leon County's man hours per unit ratio were slightly higher in FY 2022 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 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Perform 600 tons/year of major asphalt repairs <sup>1</sup> .	680	631	600	600
	Perform 300 tons/year asphalt/pothole patching <sup>2</sup> .	122	204	300	300
	Install and repair 7,000 sign panels annually <sup>3</sup> .	8,518	7,050	7,000	7,000
	Wash and clean 9,000 sign panels annually <sup>4</sup> .	6,065	2,276	9,000	9,000
	Install and refurbish 75,000 sq. ft. of pavement markings and symbols with plastic <sup>5</sup> .	6,281	15,602	75,000	75,000
	Respond to 90% of work orders within three weeks <sup>6</sup> .	77%	84%	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> .	0	0	2.00	2.00
	Repair 130 miles/year of shoulders <sup>9</sup> .	24	28	130	130

### Notes:

1. The Division exceeded the FY 2022 estimate of 600 tons and anticipates continuing this performance goal in FY 2023 and FY 2024.
2. The Division used 204 tons of asphalt for pothole patching, short of the FY 2022 estimate of 300. This is due primarily to equipment downtime for repairs and staff vacancies. The Division anticipates being fully staffed in FY 2023 and FY 2024 to meet this performance measure.
3. The Division installed and repaired 7,050 sign panels in FY 2022, exceeding the FY 2022 estimate, and anticipates meeting this performance goal in FY 2023 and FY 2024.
4. The Division washed and cleaned 2,276 sign panels in FY 2022, a decrease from the FY 2022 estimate of 9,000. This was due primarily to staffing shortages. The Division anticipates being fully staffed in FY 2023 and FY 2024 to meet this performance measure.
5. The Division installed and refurbished 15,602 square feet of pavement markings and symbols in FY 2022, short of the FY 2022 projections of 75,000 square feet. The decrease is attributed to staffing shortages and available crews being diverted to other critical projects. The Division anticipates being fully staffed in FY 2023 and FY 2024 to meet this performance measure.
6. The Division responded to 84% of work orders within three weeks in FY 2022. 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.
7. The Division met the performance goal of grading County maintained dirt roads on an 18-day cycle in FY 2022, and anticipates meeting this performance goal in FY 2023 and FY 2024.
8. The performance measure was reduced from five miles to two miles in FY 2023 based on available funding and inflationary cost increases for road materials and supplies. In FY 2022 it was determined that the roads were in good condition therefore the funds were diverted to other projects. The Division anticipates meeting this performance goal in FY 2023 and FY 2024.
9. The Division repaired 28 miles of shoulders in FY 2022, down from the FY 2022 estimates of 130 miles, due to the shoulder repair crew being used on other construction projects as a result of staff vacancies. The Division anticipates being fully staffed in FY 2023 and FY 2024 to meet this performance measure.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Department of Public Works

## Operations - Transportation Maintenance (106-431-541)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	2,566,687	3,773,498	3,998,729	-	3,998,729	4,113,771
Operating	2,029,673	1,685,047	1,804,716	5,942	1,810,658	1,811,896
Capital Outlay	41,815	-	-	-	-	-
Total Budgetary Costs	4,638,175	5,458,545	5,803,445	5,942	5,809,387	5,925,667
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
106 Transportation Trust	4,638,175	5,458,545	5,803,445	5,942	5,809,387	5,925,667
Total Revenues	4,638,175	5,458,545	5,803,445	5,942	5,809,387	5,925,667
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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	1.00	-	1.00	1.00
Crew Chief II	5.00	5.00	5.00	-	5.00	5.00
Traffic Sign Technician	6.00	6.00	6.00	-	6.00	6.00
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	3.00	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	-	-	-	-
Maintenance Technician	8.00	8.00	6.00	-	6.00	6.00
Maintenance Repair Technician	7.00	7.00	7.00	-	7.00	7.00
Sr. Administrative Associate II	1.00	1.00	1.00	-	1.00	1.00
Senior Maintenance Technician	-	-	6.00	-	6.00	6.00
Total Full-Time Equivalents (FTE)	55.00	54.00	55.00	-	55.00	55.00

The major variances for the FY 2024 Transportation Maintenance budget are as follows:

## Increases to Program Funding:

1. Costs associated with an internal reorganization within Operations moving a Maintenance Technician position from Right-of-Way Management and the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers' compensation costs.
2. Contractual services for sidewalk repairs and maintenance, beacons and lights at intersections, and the replacement of small equipment for the sign shop based on a two year replacement cycle due to intensive use.
3. Other costs related to vehicle fuel and vehicle coverage costs associated with insurance rates.






## LEON COUNTY FISCAL YEAR 2024 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 FY22 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 2022

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 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Increase the number of Adopt-a-Road litter control groups by 2% over the prior year <sup>1</sup> .	18%	4%	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	23	19.3	19.3
	Perform clear zone maintenance on 45 shoulder miles <sup>3</sup> .	24	43.7	45	45
	Pick up litter on 300 miles of roads four times per year <sup>4</sup> .	58.6	52.8	300	300
	Maintain 206.89 acres of landscaped area 5 times per year (Goal: 1,875 acres) <sup>5</sup> .	480	511.5	1,034	1,034
	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> .	2,557	2,675	2,595	2,595

### Notes:

- The Division increased the number of Adopt-A-Road litter groups by 4% in FY 2022, exceeding the performance goal of 2%, due to the addition of four 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 23 miles of Canopy roads in FY 2022 a slight decrease from 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 anticipates meeting the performance goal of 19.3 miles in FY 2023 and FY 2024.
- The Division performed clear zone maintenance on 43.7 miles in FY 2022. The Division is continuing its efforts to utilize specialized equipment including slope mowers 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 and FY 2024.
- The Division picked up litter on a total of 52.8 miles of road in FY 2022. 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. Staff is anticipating increasing miles in FY 2023 and FY 2024 with the addition of a new litter crew included in the FY 2023 budget. 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 511.5 acres of landscaped area in FY 2022. This was an increase over FY 2021, but below the performance measure goal and due to staff vacancies. As a result of trending actuals, the performance goal was reduced while the Division anticipates being more fully staffed to meet the performance measure goal in FY 2023 and FY 2024.
- The Division responded to 100% of work orders within three weeks in FY 2022, exceeding the performance goal of 90%, and anticipates meeting the performance goal in both FY 2023 and FY 2024. Response time to work orders varies annually due to various factors such as weather and the number of service requests received.
- The FY 2022 actual exceeded the performance goal, mowing a total of 2,675 miles. The 118-mile increase was due to favorable weather conditions. Future FY 2023 and FY 2024 estimates are projected to meet the performance goal.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Department of Public Works

## Operations - Right-Of-Way Management (106-432-541)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,578,388	2,625,976	2,680,593	-	2,680,593	2,748,135
Operating	1,531,301	1,268,794	1,207,332	50,000	1,257,332	1,216,123
Capital Outlay	6,914	-	-	-	-	-
Total Budgetary Costs	3,116,603	3,894,770	3,887,925	50,000	3,937,925	3,964,258
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
106 Transportation Trust	3,116,603	3,894,770	3,887,925	50,000	3,937,925	3,964,258
Total Revenues	3,116,603	3,894,770	3,887,925	50,000	3,937,925	3,964,258
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Assistant Director/R-O-W Supt	1.00	1.00	1.00	-	1.00	1.00
Work Control Coordinator	-	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 Mgmt	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	6.00	6.00	-	6.00	6.00
Heavy Equipment Operator	2.00	2.00	2.00	-	2.00	2.00
Service Worker	4.00	-	-	-	-	-
Maintenance Technician	9.00	14.00	13.00	-	13.00	13.00
Crew Chief I	2.00	2.00	2.00	-	2.00	2.00
Work Program Crew Chief	2.00	2.00	2.00	-	2.00	2.00
Senior Maintenance Technician	-	3.00	3.00	-	3.00	3.00
Total Full-Time Equivalents (FTE)	34.00	40.00	39.00	-	39.00	39.00

The major variances for the FY 2024 Right-of-Way Management budget are as follows:

## Increases to Program Funding:

1. Costs associated with an internal reorganization within Operations moving a Maintenance Technician position to Transportation Maintenance and the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers' compensation costs.
2. Funding associated with the County's match for an Urban Forestry Grant for canopy road tree inventory.

## Decreases to Program Funding:



1. Vehicle repair and vehicle coverage costs associated with insurance rates.

## LEON COUNTY FISCAL YEAR 2024 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






Benchmarking			
Strategic Priorities	Benchmark Data	Leon County FY22 Actual MH/Unit	Benchmark (FDOT 4 Year Average Production)
	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 2022

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 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Complete 90% of work order requests, excluding major construction projects, within six weeks <sup>1</sup> .	70%	85%	90%	90%
	Clean and reshape 100,000 feet/year of roadside ditches annually <sup>2</sup> .	71,958	59,219	100,000	100,000
	Clean 9,500 feet of drainage pipes annually (Mechanical) <sup>3</sup> .	11,501	13,331	9,500	9,500
	Percent of ponds and associated conveyances mowed two times annually per County Operating Permit requirements <sup>4</sup> .	93%	84%	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 85% of work order requests within six weeks in FY 2022, a 15% increase over the prior year, but 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 FY 2023 and FY 2024 to meet this performance measure.
- The Division cleaned and reshaped 59,219 feet of roadside ditches in FY 2022, a decrease from the prior year and below the performance measure goal. As indicated in #1 above, staffing vacancies, the loss of experienced operators due to retirement, and the loss of the utilization of inmate crews for a portion of the year requiring a shift of workload to other areas to meet demand, prevented the Division from meeting this performance measure goal. The Division anticipates being fully staffed in FY 2023 and FY 2024 to meet this performance measure.
- The Division cleaned 13,331 feet of drainage pipes in FY 2022. The Division was able to exceed the performance estimate due to several of the projects having longer runs of enclosed conveyances. The Division anticipates meeting this performance measure in FY 2023 and FY 2024.
- The Division achieved 84% of its goal of mowing all permitted ponds and associated conveyances twice annually per County Operating Permit requirements in FY 2022, which just falls short of the 90% estimate. This is in part due to the contractor's ability to retain staff. The use of contract mowing accounts for most of this productivity. The Division anticipates meeting this performance measure in FY 2023 and FY 2024.
- The Division mowed 11% of County non-permitted conveyance systems in FY 2022 consistent with prior year actuals. The Division was unable to utilize any inmate work crews for a portion of the year to perform this activity. In-house County crews were utilized from other work areas which impacted workload demands as stated in #2 above. As work crews return to normal levels, it is anticipated the percentage of mowed conveyance systems will increase.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Department of Public Works

**Operations - Stormwater Maintenance (123-433-538)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,822,797	2,763,215	3,025,898	-	3,025,898	3,109,556
Operating	1,552,425	1,151,931	1,193,648	-	1,193,648	1,236,130
Total Budgetary Costs	3,375,222	3,915,146	4,219,546	-	4,219,546	4,345,686
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
123 Stormwater Utility	3,375,222	3,915,146	4,219,546	-	4,219,546	4,345,686
Total Revenues	3,375,222	3,915,146	4,219,546	-	4,219,546	4,345,686
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Stormwater Superintendent	0.80	0.80	1.00	-	1.00	1.00
Work Control Coordinator	1.00	1.00	1.00	-	1.00	1.00
Sr. Crew Chief Maint & Const	2.00	2.00	2.00	-	2.00	2.00
Crew Chief II	7.00	7.00	7.00	-	7.00	7.00
In-Mate Supervisor	2.00	2.00	2.00	-	2.00	2.00
Equipment Operator	10.00	10.00	10.00	-	10.00	10.00
Crew Chief I	1.00	1.00	1.00	-	1.00	1.00
Heavy Equipment Operator	3.00	3.00	3.00	-	3.00	3.00
Maintenance Technician	15.00	14.00	6.00	-	6.00	6.00
Administrative Associate	1.00	1.00	1.00	-	1.00	1.00
Senior Maintenance Technician	-	-	8.00	-	8.00	8.00
Total Full-Time Equivalents (FTE)	42.80	41.80	42.00	-	42.00	42.00

The major variances for the FY 2024 Stormwater Maintenance budget are as follows:

Increases to Program Funding:





1. Costs associated with the Stormwater Superintendent position no longer being split funded with Mosquito Control and with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers' compensation costs.
2. Vehicle repairs and coverage costs associated with insurance rates.

## LEON COUNTY FISCAL YEAR 2024 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 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
 	75% of mosquito larva requests responded to in three days <sup>1</sup> .	53%	54%	75%	75%
 	75% of adult mosquito spraying requests responded to in three days <sup>2</sup> .	69%	78%	75%	75%

## Notes:

1. In 2022, the Division responded to 54% of mosquito larva requests in three days. While this was an increase over FY 2021 it was still 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 staffing levels returning to normal levels to meet 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. In FY 2022, the Division responded to 78% of adult mosquito spraying requests within three days, exceeding the FY 2021 actual of 69% and the performance goal of 75%. The Division anticipates meeting this performance goal in FY 2023 and FY 2024.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Department of Public Works

## Operations - Mosquito Control (001-216-562)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	385,843	530,793	509,131	-	509,131	515,404
Operating	140,210	325,707	327,893	-	327,893	328,582
Total Budgetary Costs	526,053	856,500	837,024	-	837,024	843,986

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	526,053	856,500	837,024	-	837,024	843,986
Total Revenues	526,053	856,500	837,024	-	837,024	843,986

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Stormwater Superintendent	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	1.00	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)	5.20	5.20	5.00	-	5.00	5.00

<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 Mosquito Control budget are as follows:

## Decreases to Program Funding:

1. Personnel savings due to the retirement of a long-standing employee and the Stormwater Superintendent position no longer being split funded with Stormwater Maintenance and a decrease in workers' compensation costs. These savings are offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees.
2. Fuel and oil costs.

## Increases to Program Funding:

1. Vehicle repairs and vehicle coverage costs associated with insurance rates.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Department of Public Works

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**Operations - Mosquito Control Grant (125-214-562)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	74,737	38,026	38,026	-	38,026	38,026
Total Budgetary Costs	74,737	38,026	38,026	-	38,026	38,026
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
125 Grants	74,737	38,026	38,026	-	38,026	38,026
Total Revenues	74,737	38,026	38,026	-	38,026	38,026

The FY 2024 Mosquito Control Grant budget is recommended at the same funding level as the previous fiscal year.

## LEON COUNTY FISCAL YEAR 2024 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), 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 Actual	FY 2023 <sup>3</sup> Estimate	FY 2024 <sup>3</sup> Estimate	FY 2025 Estimate	FY 2026 Estimate
	Septic Tanks Removed (BG2) <sup>1</sup>	195	40	220	TBD	TBD
	Sidewalk/Greenway/Trail/Bike Lane Miles (T11) <sup>2</sup>	3.50	2.67	2.85	TBD	TBD

### 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. By the end of FY 2023, the County anticipates having 235 septic upgrades and/or conversions completed or in progress, 47% of the County's five-year Target. This includes the septic to sewer conversions supported through the Woodville Phase 1A Septic to Sewer Project, as well as system upgrades supported through the Advanced Septic System Pilot Program.
- 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.
- Bold Goal & Target figures for FY 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 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	41	41	41

### Notes:

- The Division met the performance goal in FY 2022 with 35% of staff time being spent on Capital Improvement Project activities and anticipates meeting the performance goal in FY 2023 and FY 2024.
- The Division met 100% of its goal in FY 2022 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 2023 and FY 2024.
- The Division met the performance goal with an average of five days review time for subdivision plats and anticipates meeting the performance goal in FY 2023 and FY 2024.
- An additional water body was added in FY 2022 for a total of 41 water bodies that are sampled annually by the Division. The Division anticipates meeting the performance goal in FY 2023 and FY 2024.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Department of Public Works

## Engineering Services (106-414-541)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	3,284,104	3,950,924	4,040,736	-	4,040,736	4,158,293
Operating	211,249	547,030	549,372	138,500	687,872	549,845
Capital Outlay	-	50,000	-	-	-	-
Total Budgetary Costs	3,495,353	4,547,954	4,590,108	138,500	4,728,608	4,708,138

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
106 Transportation Trust	3,495,353	4,547,954	4,590,108	138,500	4,728,608	4,708,138
Total Revenues	3,495,353	4,547,954	4,590,108	138,500	4,728,608	4,708,138

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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	2.00	2.00	2.00	-	2.00	2.00
Chief of Eng. 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	1.00
Stormwater Management Coord.	1.00	1.00	1.00	-	1.00	1.00
Sr. Design Engineer	3.00	3.00	3.00	-	3.00	3.00
Customer Support Engineer	1.00	1.00	1.00	-	1.00	1.00
Chief of Construction Mgmt	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	2.00	2.00	-	2.00	2.00
Engineering Technician	-	1.00	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
Design Engineer	1.00	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	-	-	-	-
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
Engineer Intern	-	-	1.00	-	1.00	1.00
Construction Inspection Aide	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	37.00	37.00	37.00	-	37.00	37.00

The major variances for the FY 2024 Engineering 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers' compensation costs.
2. Professional services for the review of Leon County's Public Infrastructure Standards and Guidelines. These guidelines ensure quality and safety in buildings and roads, and promotes resiliency and interoperability in infrastructure consistent with state and federal standards.
3. To advance Strategic Initiative #2023-8 to implement the comprehensive Action Plan for Lake Munson, additional professional services is included for Lake Munson water quality testing and aerial surveys. As approved at the March 21, 2023 meeting, funding is associated with the extension of the Lake Munson drawdown through Spring 2024 for monthly chemistry testing at the northern entry point and southern outflow of the lake during the drawdown, in addition to quarterly aerial surveys of sediment compression.

## LEON COUNTY FISCAL YEAR 2024 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 Actual	FY 2023 <sup>2</sup> Estimate	FY 2024 <sup>2</sup> Estimate	FY 2025 Estimate	FY 2026 Estimate	TOTAL
 Increase the number of fully electric vehicles in the County's fleet by 500% (T8) <sup>1</sup>	0%	225%	92%	TBD	TBD	317%

## Notes:

1. Leon County's Integrated Sustainability Action Plan (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. To date, the County has increased its electric vehicle fleet by 75%. It should be noted that due to shortages and shipping delays resulting from the long-term economic impacts of COVID, the arrival of electric vehicles ordered by the County have been significantly delayed. Notwithstanding this, staff anticipates achieving 52% of the County's five-year Bold Goal by increasing the County's electric vehicle fleet by 225% for a total of 13 electric vehicles, by the end of 2023.
2. Bold Goal & Target figures for FY 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.





Benchmarking			
Strategic Priorities	Benchmark Data	Leon County	Benchmark
	Hourly Shop Rate (Light Equipment)	\$80.00	\$161.50 <sup>1</sup>
	Hourly Shop Rate (Heavy Equipment)	\$80.00	\$168.66 <sup>2</sup>
	Mechanic productivity (based on 2,080 hours annually)	75%	66% to 72% <sup>3</sup>

## Benchmark Sources:

1. Based on April 2023 survey of Local Vendor Hourly Labor Cost: Dale Earnhardt Chevrolet - \$169.99; Dale Earnhart Buick GMC - \$169.99, and Tallahassee Ford - \$156.00, Donaldson Deisel \$150.00
2. Based on March 2023 survey of Local Vendor Hourly Labor Cost: Beard Equipment - \$170.00, Nextran - \$173.00, and Ring Power - \$163.00
3. The Mechanic Productivity rate is based on data from Beard Equipment and Ring Power, April 2023.

# »» Department of Public Works

## Fleet Maintenance (505-425-591)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actuals	FY 2022 Actuals	FY 2023 Estimate	FY 2024 Estimate
	Number of chargeable hours. <sup>1</sup>	4,788	4,054	5,500	5,500
	Number of preventative maintenance services performed. <sup>2</sup>	1,022	874	1,100	1,100
	Number of alternative fuel vehicles purchased. <sup>3</sup>	1	4	3	10
	Number of average miles per gallon for hybrid vehicles. <sup>4</sup>	26.13	26.21	29	30

Notes:

1. The number of chargeable hours are returning to Pre-Covid numbers as normal operations resume. The division anticipates a return to normal levels for FY 2023 and FY 2024.
2. The Division performed 874 preventative maintenance services in FY 2022; this shortfall coincides with reduced vehicle usage due to staff working remotely and more services being offered virtually due to COVID-19. Preventative maintenance services for FY 2023 are tracking at a rate of 1,100 for the year.
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.
4. The average mile per gallon (MPG) for hybrid vehicles is currently 26.21. The Division anticipates an increase in average miles per gallon for vehicles in FY 2023 and FY 2024 as the County increases the number of hybrid and electric vehicles added to the fleet.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Department of Public Works

## Fleet Maintenance (505-425-591)

Budgetary Costs	FY 2022	FY 2023	FY 2024	FY 2024	FY 2024	FY 2025
	Actual	Adopted	Continuation	Issues	Budget	Budget
Personnel Services	513,032	601,179	652,691	-	652,691	672,467
Operating	3,668,566	2,793,905	3,894,353	25,969	3,920,322	3,946,561
Capital Outlay	13,416	-	-	-	-	-
Total Budgetary Costs	4,195,014	3,395,084	4,547,044	25,969	4,573,013	4,619,028

Funding Sources	FY 2022	FY 2023	FY 2024	FY 2024	FY 2024	FY 2025
	Actual	Adopted	Continuation	Issues	Budget	Budget
505 Motor Pool	4,195,014	3,395,084	4,547,044	25,969	4,573,013	4,619,028
Total Revenues	4,195,014	3,395,084	4,547,044	25,969	4,573,013	4,619,028

Staffing Summary	FY 2022	FY 2023	FY 2024	FY 2024	FY 2024	FY 2025
	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
Administrative Associate	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	8.00	8.00	8.00	-	8.00	8.00

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers' compensation cost.
2. Higher vehicle repairs and other operating costs associated with SunPass renewals and vehicle tags.
3. Fleet fuel supply associated with rising fuel costs and the budgeting of fuel for the Sheriff's Office. In order to streamline accounting and reconciliation of fuel costs, the County now budgets for the Sheriff's Office fuel and is reimbursed monthly for usage. The consumption expense is offset by corresponding revenue from the Sheriff's Office reflected in the Fleet Motor Pool Fund.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

**»» Department of Development Support & Environmental Management  
Index**

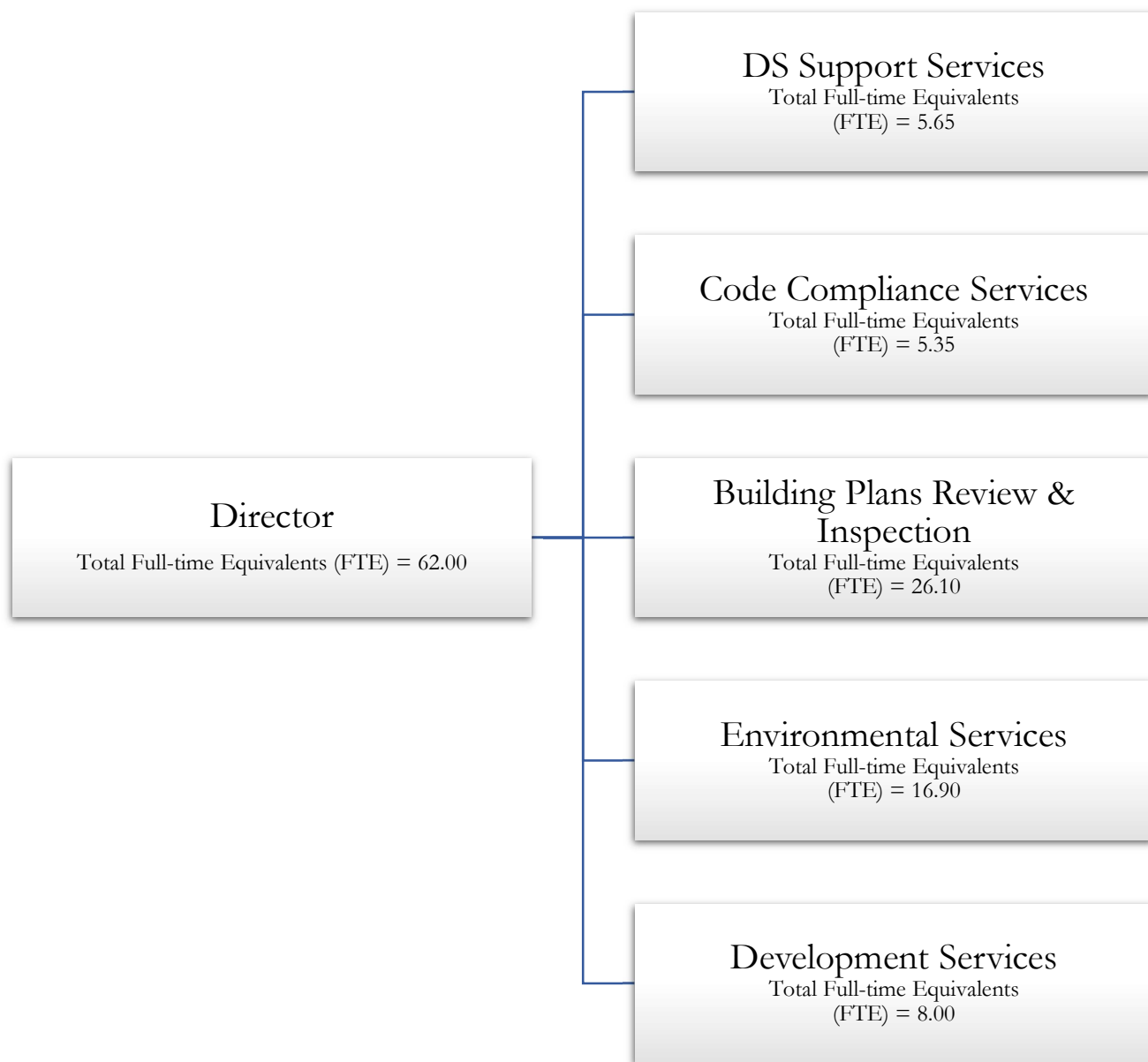
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LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

»» Department of Development Support & Environmental Management  
Organizational Chart



## LEON COUNTY FISCAL YEAR 2024 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 2024 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 FY 2023, Development Services processed 209 Permitted Use Verifications (PUV) and Residential Compliance Certificates (RCC), 57 exempt development applications, 45 site and development plans, 1,488 zoning compliance determinations for residential developments, and 20 concurrency certificates. The number of zoning compliance reviews has decreased from FY 2022, likely due to uncertainty in the economy and the rise in interest rates. The Division also facilitated Land Development Code (LDC) amendments including a Scrivener's Ordinance, an update to the cluster subdivisions provisions in the Lake Protection zoning district, and updates to the accessory dwelling unit regulations.

### **Support Services:**

Support Services assisted approximately 3,500 walk-in customers and answered nearly 15,000 phone calls during FY 2023. 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 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 FY 2023, Environmental Services reviewed and approved 49 Natural Features Inventories, 54 site plans, 38 stormwater management facility (SWMF) operating permits, 1,245 single-family environmental permits, 105 SWMF operating permit renewals, 403 driveway applications, 209 permitted use verifications for environmental requirements, 63 environmental management permits. The Division also executed more than 5,000 environmental inspections, including 370 Florida Department of Environmental Protection (FDEP) Petroleum Tank Inspections. In addition to the Division's review and inspection duties, it facilitated clarification to the County's Natural Features Inventory process, which was approved by the Board. The Division was also successful in upgrading the county's Federal Emergency Management Agency (FEMA) Community Rating System (CRS) classification to a Class 5. This CRS rating system upgrade will provide additional flood insurance savings for Leon County residents.

## » Department of Development Support & Environmental Management Executive Summary

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### **Building Plans Review and Inspection:**

During FY 2023, BPRI is on track to review and issue 5,300 building permits and conduct 26,000 inspections. The number of new single-family home permits at the end of FY 2023 is expected to be approximately 250 and is a decrease of 24% from FY 2022 (332). In addition to permit review and inspection responsibilities, the division has continued to refine its internal and external permitting and inspection policies in an effort to increase efficiencies and transparencies within the department.

### **Code Compliance Services:**

During FY 2023, Code Compliance Services investigated 728 code compliance inquiries, assigned 1,101 addresses, approved 43 new street names, and verified 1,580 contractors' licenses. In addition, the Division staffed the County's Code Enforcement Board, Nuisance Abatement Board, Contractor's Licensing 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 2024 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. (Complete)

## 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%	100%	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 completed in June 2022. The remaining components began in June 2023.

**\*Bold Goal & Target figures for FY 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.**

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	4,689,914	5,640,366	5,966,908	-	5,966,908	6,145,458
Operating	339,219	500,459	460,016	31,024	491,040	491,784
Capital Outlay	5,516	-	-	-	-	-
Total Budgetary Costs	5,034,649	6,140,825	6,426,924	31,024	6,457,948	6,637,242

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
DS Support Services	487,997	586,938	649,466	11,644	661,110	678,144
Code Compliance Services	536,999	535,573	543,925	4,000	547,925	561,275
Building Plans Review & Inspection	1,790,822	2,238,003	2,342,086	10,680	2,352,766	2,421,162
Environmental Services	1,504,056	1,902,472	1,966,358	4,700	1,971,058	2,028,072
Development Services	714,775	877,839	925,089	-	925,089	948,589
Total Budget	5,034,649	6,140,825	6,426,924	31,024	6,457,948	6,637,242

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
120 Building Inspection	1,790,822	2,238,003	2,342,086	10,680	2,352,766	2,421,162
121 Development Support & Environmental Management Fund	3,044,550	3,687,401	3,854,494	20,344	3,874,838	3,979,114
125 Grants	199,277	215,421	230,344	-	230,344	236,966
Total Revenues	5,034,649	6,140,825	6,426,924	31,024	6,457,948	6,637,242

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Building Plans Review & Inspection	24.95	26.10	26.10	-	26.10	26.10
Code Compliance Services	5.50	5.35	5.35	-	5.35	5.35
Development Services	8.00	8.00	8.00	-	8.00	8.00
DS Support Services	6.65	5.65	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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

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**Code Compliance Services Summary**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	475,141	446,122	455,124	-	455,124	468,438
Operating	61,170	89,451	88,801	4,000	92,801	92,837
Capital Outlay	688	-	-	-	-	-
Total Budgetary Costs	536,999	535,573	543,925	4,000	547,925	561,275

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Code Compliance Services (121-423-537)	536,999	535,573	543,925	4,000	547,925	561,275
Total Budget	536,999	535,573	543,925	4,000	547,925	561,275

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
121 Development Support & Environmental Mana	536,999	535,573	543,925	4,000	547,925	561,275
Total Revenues	536,999	535,573	543,925	4,000	547,925	561,275



<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Code Compliance Services	5.50	5.35	5.35	-	5.35	5.35
Total Full-Time Equivalentents (FTE)	5.50	5.35	5.35	-	5.35	5.35

## LEON COUNTY FISCAL YEAR 2024 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 (316 cases)	45%	55.6%
	Code compliance cases brought into compliance as a % of all cases (706 total)	67%	73.1%

\*International City/County Management Association Comparable Performance Measurement

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Percentage of Code Enforcement Board orders prepared and executed within 10 working days. <sup>1</sup>	76/100%	104/100%	110/100%	110/100%
	Number of all new construction address assignments and verifications completed within the permitting and review process as established by County code. <sup>2</sup>	2,405	1,648	1,200	1,200

Notes:

1. In FY 2022, there were 104 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 2023 and FY 2024 estimates forecast a return to a normal range.
2. The FY 2022 figure shows a marginal decrease, consistent with the decrease in single-family home building permits. The decrease is projected to continue in FY 2023 and FY 2024.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

## Code Compliance Services - Code Compliance Services (121-423-537)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	475,141	446,122	455,124	-	455,124	468,438
Operating	61,170	89,451	88,801	4,000	92,801	92,837
Capital Outlay	688	-	-	-	-	-
Total Budgetary Costs	536,999	535,573	543,925	4,000	547,925	561,275
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
121 Development Support & Environmental Management Fund	536,999	535,573	543,925	4,000	547,925	561,275
Total Revenues	536,999	535,573	543,925	4,000	547,925	561,275
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Code Compliance Supervisor	0.75	0.75	0.75	-	0.75	0.75
Director of Permit & Code Services	1.00	1.00	1.00	-	1.00	1.00
Senior Compliance Specialist	2.00	1.75	1.75	-	1.75	1.75
Addressing Customer Serv Tech	0.50	0.50	0.50	-	0.50	0.50
Building Inspection Supervisor	-	0.10	0.10	-	0.10	0.10
Sr. Compliance Services Tech	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	0.50
Sr. Administrative Associate	0.50	-	-	-	-	-
Total Full-Time Equivalents (FTE)	5.50	5.35	5.35	-	5.35	5.35

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Inflationary costs associated travel and training to maintain employee licenses and certifications.

## LEON COUNTY FISCAL YEAR 2024 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 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Number of walk-in customers	4,169	3,315	3,500	3,500
	Number of telephone calls processed through the main switchboard	20,201	17,234	15,000	15,000

## Notes:

1. The number of walk-in customers is anticipated to remain consistent until the new DigEplan electronic permit submittal software is fully implemented.
2. The continued decrease in number of telephone calls processed is likely due to more customers utilizing the DSEM website, customers utilizing the "text to inspect" service which allows customers to text inspection requests, and more direct line phone calls that are not being processed through the main switchboard.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

## DS Support Services (121-424-537)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	454,905	547,593	609,328	-	609,328	626,362
Operating	32,404	39,345	40,138	11,644	51,782	51,782
Capital Outlay	688	-	-	-	-	-
Total Budgetary Costs	487,997	586,938	649,466	11,644	661,110	678,144

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
121 Development Support & Environmental Management Fund	487,997	586,938	649,466	11,644	661,110	678,144
Total Revenues	487,997	586,938	649,466	11,644	661,110	678,144

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Director Dev Support & Envir Mgmt	0.90	0.90	0.90	-	0.90	0.90
Chief Dev. Resources Officer	0.75	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	2.00	2.00	1.00	-	1.00	1.00
Sr. Administrative Associate II	-	-	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)	6.65	5.65	5.65	-	5.65	5.65

The major variances for the FY 2024 DS 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Other inflationary costs associated travel and training to maintain employee licenses and certifications.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

### Building Plans Review & Inspection Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,643,645	2,018,819	2,170,423	-	2,170,423	2,238,410
Operating	143,725	219,184	171,663	10,680	182,343	182,752
Capital Outlay	3,452	-	-	-	-	-
Total Budgetary Costs	1,790,822	2,238,003	2,342,086	10,680	2,352,766	2,421,162
<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Building Plans Review and Inspection (120-220-524)	1,790,822	2,238,003	2,342,086	10,680	2,352,766	2,421,162
Total Budget	1,790,822	2,238,003	2,342,086	10,680	2,352,766	2,421,162
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
120 Building Inspection	1,790,822	2,238,003	2,342,086	10,680	2,352,766	2,421,162
Total Revenues	1,790,822	2,238,003	2,342,086	10,680	2,352,766	2,421,162
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Building Plans Review and Inspection	24.95	26.10	26.10	-	26.10	26.10
Total Full-Time Equivalents (FTE)	24.95	26.10	26.10	-	26.10	26.10

## LEON COUNTY FISCAL YEAR 2024 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	Staff
	2020 Actual	19	11	8	40	26	14
	2021 Actual	17	9	8	35	22	13
	2022 Actual	13	5	8	29	18	11
	2023 Estimate	13	5	8	29	18	11
	2024 Estimate	12	5	7 <sup>2</sup>	29	18	11
	Internal Benchmark <sup>3</sup>	16	8	8	35	22	13

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 2020 to FY 2022.

FY 2022-2026 Strategic Plan							
Bold Goals & Five-Year Targets		FY 2022 Actual	FY 2023 Estimate <sup>2</sup>	FY 2024 Estimate <sup>2</sup>	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%	100%	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 completed in June 2022. The remaining components are anticipated to be completed in FY 2024.
- Bold Goal & Target figures for FY 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Number of building inspections performed. <sup>1</sup>	31,411	28,833	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>	20	17	17	15
	Plan reviews per plans examiner per day. <sup>5</sup>	9	8	7	7
	Number of permits issued and processed <sup>6</sup>	6,598	5,979	5,600	5,600
	Total application review fees received (millions) <sup>7</sup>	\$5.10	\$5.71	\$3.93	\$3.93

Notes:

- The forecasted decrease in the number of inspections performed in FY 2023 and FY 2024 is due to stabilization of growth in permitting activity.
- In FY 2023 and FY 2024, the percentage of inspections completed on time are expected to remain consistent with the previous fiscal years.
- In FY 2023 and FY 2024, 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 2024 due to the additional inspector position being added in FY 2023.
- The anticipated FY 2023 and FY 2024 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 2023 and FY 2024 due to stabilization of growth in permitting activity, falling back in line with the 5-year average.
- Total application review fees include revenue received in the Building Inspection and DSEM funds. The total review fees received is anticipated to decrease due to stabilization of growth in permitting activity.

## LEON COUNTY FISCAL YEAR 2024 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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,643,645	2,018,819	2,170,423	-	2,170,423	2,238,410
Operating	143,725	219,184	171,663	10,680	182,343	182,752
Capital Outlay	3,452	-	-	-	-	-
Total Budgetary Costs	1,790,822	2,238,003	2,342,086	10,680	2,352,766	2,421,162

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
120 Building Inspection	1,790,822	2,238,003	2,342,086	10,680	2,352,766	2,421,162
Total Revenues	1,790,822	2,238,003	2,342,086	10,680	2,352,766	2,421,162

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Director Dev Support & Envir Mgmt	0.10	0.10	0.10	-	0.10	0.10
Director 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	-	0.10	0.10
Building Plans Reviewer	3.00	3.00	3.00	-	3.00	3.00
Environmental Inspection Supv.		0.10	-	-	-	-
Records Manager	0.50	0.50	0.50	-	0.50	0.50
Senior Compliance Specialist	1.00	1.25	1.25	-	1.25	1.25
Addressing Customer Serv Tech	0.50	0.50	0.50	-	0.50	0.50
Building Inspector	8.00	8.00	9.00	-	9.00	9.00
Building Inspection Supervisor	1.00	0.90	0.90	-	0.90	0.90
Sr. Compliance Services Tech	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	-	-	-	-
Permit Processing Supervisor	1.00	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	0.50
Permit Technician	3.00	3.00	3.00	-	3.00	3.00
Sr. Administrative Associate	1.50	1.00	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)	24.95	26.10	26.10	-	26.10	26.10

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Inflationary costs associated travel and training to maintain employee licenses and certifications.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

### Environmental Services Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,436,936	1,819,936	1,875,499	-	1,875,499	1,932,233
Operating	67,119	82,536	90,859	4,700	95,559	95,839
Total Budgetary Costs	<u>1,504,056</u>	<u>1,902,472</u>	<u>1,966,358</u>	<u>4,700</u>	<u>1,971,058</u>	<u>2,028,072</u>

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
DEP Storage Tank (125-866-524)	199,277	215,421	230,344	-	230,344	236,966
Environmental Services (121-420-537)	1,304,779	1,687,051	1,736,014	4,700	1,740,714	1,791,106
Total Budget	<u>1,504,056</u>	<u>1,902,472</u>	<u>1,966,358</u>	<u>4,700</u>	<u>1,971,058</u>	<u>2,028,072</u>

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
121 Development Support & Environmental Mana	1,304,779	1,687,051	1,736,014	4,700	1,740,714	1,791,106
125 Grants	199,277	215,421	230,344	-	230,344	236,966
Total Revenues	<u>1,504,056</u>	<u>1,902,472</u>	<u>1,966,358</u>	<u>4,700</u>	<u>1,971,058</u>	<u>2,028,072</u>







<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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)	<u>16.90</u>	<u>16.90</u>	<u>16.90</u>	<u>-</u>	<u>16.90</u>	<u>16.90</u>



## LEON COUNTY FISCAL YEAR 2024 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












<b>Benchmarking</b>							
Strategic Priorities	Permit Review Time Frames <sup>1</sup>	Natural Feature Inventory			Environmental Permits		
		Total Days	Applicant	Staff	Total Days	Applicant	Staff
	FY 2020 Actual	33	19	14	29	21	8
	FY 2021 Actual	23	13	10	26	19	7
	FY 2022 Actual	33	26	7	29	18	11
	FY 2023 Estimate	24	14 <sup>2</sup>	9	46	37	10
	FY 2024 Estimate	24	14	9	46	37	10
	Internal Benchmark <sup>3</sup>	30	19	10	28	19	9

## Notes:

1. Review times are based on calendar days and include both staff and applicant/consultant holding periods.
2. The decrease in applicant days is due to smaller projects being submitted and more specific engineering data provided in the initial submittal, resulting in fewer re-submittals.
3. The internal benchmark is based on Leon County averages of reported data from FY 2020 to FY 2022.

# Department of Development Support & Environmental Management

## Environmental Services (121-420-537)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Number of Natural Features Inventory (NFI) application reviews. <sup>1</sup>	56	66	38	38
	Number of site plan reviews (environmental impacts). <sup>2</sup>	175	109	115	115
	Number of stormwater operating permits reviews. <sup>3</sup>	30	43	41	41
	Number of environmental service advisor clients. <sup>4</sup>	940	686	586	586
	Number of single-family lot Environmental Permit Application reviews. <sup>5</sup>	1,484	1,226	1,100	1,100
	Number of driveway application reviews. <sup>6</sup>	284	355	380	380
	Number of stormwater operating permit renewals completed within the 3-year renewal cycle. <sup>7</sup>	261	176	150	150
	Number of environmental compliance Plans Review, and Inspections completed on an annual basis consistent with established guidelines. <sup>8</sup>	7,264	6,309	4,700	4,700
	Number of Environmental Management Act permits issued within the time frame designated by Ordinance. <sup>9</sup>	116	129	94	94
	Number of Permitted Use Verifications & Residential Compliance Cert. reviews. <sup>10</sup>	218	195	230	230
	Number of Science Advisory Committee meetings administered. <sup>11</sup>	5	6	6	6

Notes:

- NFI totals for FY 2023 and FY 2024 are projected to decline due to inflation and slowing economic trends.
- The division continuously meets with prospectors (consultants, developers) to discuss potential development ideas. Based on these conversations, the division anticipates seeing an increase of Environmental Impact Reviews in FY 2023 and FY 2024.
- The operating permit reviews are solely dependent on the completion timing of construction projects and are projected to be relatively consistent throughout FY 2023 and FY 2024.
- The number of service advisor clients continued to decrease since FY 2022 as more information is being placed on the county's Floodplain and GIS website. This trend is expected to continue in FY 2023 & 2024.
- Single-family lot applications may experience a slight decrease due to market conditions controlled by higher interest rates hikes.
- Driveway applications increased as more permits were issued for non-single family residential projects, in addition to permits for lots that are within the City of Tallahassee jurisdiction connecting a county-maintained roadway. The increase is projected to continue in FY 2023 and FY 2024.
- 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 decrease in number of building permit applications.
- Environmental permit applications are projected to decrease in FY 2023 and FY 2024, due to a decline in the number of site plans that were approved during the first half of FY 2023.
- The PUV and RCC reviews are projected to increase in FY 2023 and FY 2024 as prospectors prepare for the market to return to favorable conditions.
- 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 2024 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

## Environmental Services - Environmental Services (121-420-537)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,250,006	1,614,722	1,657,244	-	1,657,244	1,707,397
Operating	54,773	72,329	78,770	4,700	83,470	83,709
Total Budgetary Costs	1,304,779	1,687,051	1,736,014	4,700	1,740,714	1,791,106
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
121 Development Support & Environmental Management Fund	1,304,779	1,687,051	1,736,014	4,700	1,740,714	1,791,106
Total Revenues	1,304,779	1,687,051	1,736,014	4,700	1,740,714	1,791,106
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Director of Environmental Services	1.00	1.00	1.00	-	1.00	1.00
Sr. Environmental Engineer	1.90	2.00	1.90	-	1.90	1.90
Environmental Inspection Supv.	1.00	0.90	1.00	-	1.00	1.00
Environmental Review Superviso	-	-	1.00	-	1.00	1.00
Env. Review Supervisor	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	1.00	1.00	1.00	-	1.00	1.00
Design Engineer	1.00	1.00	-	-	-	-
Environmental Review Biologist	1.00	-	-	-	-	-
Sr. Env Review Biologist	1.00	2.00	2.00	-	2.00	2.00
Engineer Intern	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	14.90	14.90	14.90	-	14.90	14.90

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Inflationary costs associated travel and training to maintain employee licenses and certifications.

## LEON COUNTY FISCAL YEAR 2024 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 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Percent of regulated facilities inspected with Leon County. <sup>1</sup>	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>2</sup>	50%	50%	50%	50%

## Notes:

1. Grant program expenditures for 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 2024 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

**Environmental Services - DEP Storage Tank (125-866-524)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	186,931	205,214	218,255	-	218,255	224,836
Operating	12,346	10,207	12,089	-	12,089	12,130
Total Budgetary Costs	199,277	215,421	230,344	-	230,344	236,966
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
125 Grants	199,277	215,421	230,344	-	230,344	236,966
Total Revenues	199,277	215,421	230,344	-	230,344	236,966
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Environmental Compliance Spec.	1.00	-	-	-	-	-
Sr. Env Compliance Specialist	-	-	1.00	-	1.00	1.00
Sr. Env Compliance Spec	1.00	2.00	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 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 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 timeframes.</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>	Staff <sup>2</sup>
	Fiscal Year			
	2020 Actual	109	84	25
	2021 Actual	52	35	17
	2022 Actual <sup>3</sup>	129	107	22
	2023 Estimate <sup>4</sup>	103	100	23
	2024 Estimate <sup>5</sup>	131	110	21
	Internal Benchmark	97	76	21

## 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 2022 actuals are reflective of the continued efforts to implement procedural refinements to pre-submittal and application review meetings
4. The FY 2023 estimates forecast a return to a more normal range.
5. The FY 2024 numbers reflect an increase due to applicants and consultants seeing an increase in revised applications. The division review time remains consistent with historical trends.
6. The internal benchmark is based on Leon County averages of reported data from FY 2020 to FY 2022.

## » Department of Development Support & Environmental Management

### Development Services (121-422-537)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Number of site and development plan reviews (Limited Partition, ASAP, Type A-D). <sup>1</sup>	57	48	50	50
	Number of subdivisions & exempt determinations completed by staff within the applicable time frames as established by Code. <sup>2</sup>	82	61	60	60
	Number of Permitted Use Verifications (PUV), Residential Compliance Certificates (RCC) and zoning letters issued within 15 days. <sup>3</sup>	228	228	230	230
	Number of zoning compliance determinations issued for residential development. <sup>4</sup>	1,875	1,694	1,300	1,300
	Number of Board of Adjustment and Appeals Requests. <sup>5</sup>	5	6	4	4
	Number of Concurrency Management Certificates issued, small and large projects. <sup>6</sup>	30	39	25	25
	Number of Development Agreements & DRI applications reviewed with recommendations provided to the Board. <sup>7</sup>	4	1	2	1
	Number of Land Development Code amendments by section recommended to the Board for approval. <sup>8</sup>	3	16	45	15

## Notes:

1. The recent development trend indicates a stabilization in site plan applications compared to the previous year due to rising interest rates and uncertainty in the market.
2. The number of exempt applications saw a decrease in FY 2022 and is anticipated to continue on this trend in FY 2023 and FY 2024 due to the uncertainty in the market.
3. The number of Permitting Use Verifications is forecasted to remain level in FY 2023 and FY 2024 due to uncertainty in the market.
4. The projected decrease in the number of zoning compliance determinations in FY 2023 and FY 2024 corresponds to a similar trend in single-family residential permitting during the same timeframe.
5. The number of Board of Adjustment and Appeals Requests applications is anticipated to decrease due to inflation and the cost to apply for the appeal.
6. The anticipated number of Concurrency Management Certificates issued in FY 2023 and FY 2024 is slightly less than the previous fiscal year but in line with historical trends. The decrease corresponds to similar decreases in site plan applications as a result of uncertainty in the market.
7. The projected 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.
8. The significant projected increase in FY 2023 LDC amendments from the previous fiscal year is the result of several new ordinances, including a scrivener's ordinance, adopted by the Board which impacted multiple sections of the LDC. FY 2024 is expected to return to normal levels.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Department of Development Support & Environmental Management

## Development Services (121-422-537)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	679,287	807,896	856,534	-	856,534	880,015
Operating	34,801	69,943	68,555	-	68,555	68,574
Capital Outlay	688	-	-	-	-	-
Total Budgetary Costs	714,775	877,839	925,089	-	925,089	948,589

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
121 Development Support & Environmental Management Fund	714,775	877,839	925,089	-	925,089	948,589
Total Revenues	714,775	877,839	925,089	-	925,089	948,589

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Director of Development Services	1.00	1.00	1.00	-	1.00	1.00
Development Services Admin	1.00	1.00	1.00	-	1.00	1.00
Planner II	2.00	2.00	2.00	-	2.00	2.00
Senior Planner	2.00	2.00	2.00	-	2.00	2.00
Concurrency Mgmt Planner	1.00	1.00	1.00	-	1.00	1.00
Principal Planner	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	8.00	8.00	8.00	-	8.00	8.00

<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

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# » Department of PLACE

## Organizational Chart

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## LEON COUNTY FISCAL YEAR 2024 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 2024 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. Both the City and County allocated \$150,000 each to hire a consultant to complete this process. Through the procurement process, Half Associates, Inc. was selected and approved as the consultant team.

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 the plan.

The Planning Department is also in the process of updating Comprehensive Plan policies and coordinating with County and City Departments to make improvements on the Southside of the Community, updating the former Southern Strategy Area with the Southside Action Plan. This effort will lead to the implementation of projects that reflect the community priorities of beautification, investment, and engaged and activated citizens, and report back metrics related to these priorities to the Board and City Commission.

The PLACE team continues to play an integral role in growing and connecting the local bicycle and trail network. Year to date, a daily average of 486 pedestrians and cyclists cross the bridge over Monroe Street from Cascades Park built by Blueprint. The Greenways and Bike Route System projects, funded and implemented through the Blueprint program, will continue to leverage and build on previous investments, with new projects like the Downtown-University Projected Bike Lane that will expand the local multimodal network. Adding to that successful investment in bike and pedestrian infrastructure, the Planning Department developed the Bike Route System Plan and coordinated with 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 numerous 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, Northeast Park, Tallahassee-Leon County Animal Service Center, and two greenways' projects. Simultaneously, Blueprint will continue to move toward the completion of the remaining Blueprint 2000 program projects, including Capital Cascades Trail Segment 4. These projects, once implemented, will provide over 22 miles of new or improved roadway, over 250 acres of new public space, including eight new public parks, over 80 miles of bicycle and pedestrian facilities, and will plant over 500 trees. These projects represent an investment of over \$580 million into the Tallahassee-Leon County community.

The Office of Economic Vitality is aggressively pursuing business recruitment, business retention, and business expansion activities that build on the community assets and characteristics and positions Tallahassee-Leon County as Florida's Capital for Business. The team at OEV is engaged in implementing the 2022-2026 Strategic Plan, which outlines the core economic strategies and tactics to implement over the next five years. This plan provides additional guidance to reflect the new economic landscape post-COVID, acknowledges previous initiatives already set in motion under the previous method, and aligns directly with the County's strategic priorities. OEV continues its involvement in large-scale projects, such as the Amazon robotics fulfillment center at I-10; as well as Amazon's "last mile" facility on Northwest Capital Circle. The Danfoss Expansion and the North Florida Innovation Lab projects at Innovation Park are well underway and OEV continues to monitor their progress. Sports tourism capital projects, such as the TCC Sports Complex, FAMU Bragg Stadium, and FSU Doak Campbell Stadium, comprise another segment of projects under OEV's purview. FAMU completed renovations to Bragg Stadium before the 2022 football season started. The renovations to the stadium ensured that FAMU could host home games in Tallahassee Leon County. FSU and TCC are anticipated to begin renovations by the end of FY 2023. OEV serves as Leon County's leading agency in the Local Technology Planning Team (LTPT). The LTPT aims to close the "digital divide" between Leon County communities served, underserved, and unserved by reliable high-speed or broadband internet by identifying state and federal funding opportunities to facilitate the expansion of broadband services. OEV's efforts to date have led to Comcast being awarded \$236,300 in Broadband Opportunity Grant to serve the 119+ homes in the Chaires community. OEV supports local entrepreneurship through event sponsorships for community partners such as the 2023 Black Business Expo, the Florida Small Business Development Center at FAMU, 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 governed by the City and County.

## LEON COUNTY FISCAL YEAR 2024 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) Hold FY 2024 Budget Workshop with the IA Board; will present proposed FY 2024 Capital Improvement Plan with draft project information schedule for Blueprint infrastructure projects (Complete)

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 2023 (Complete)
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. a) Develop Master Plan for presentation to the IA Board. (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) Construct the Debbie Lightsey Nature Park and the Capital Circle Southwest Greenways. (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	7,100	900	1,300	TBD	TBD	9,300
Entrepreneur Ventures	208	80	100	TBD	TBD	388

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 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.**



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

	FY 2022	FY 2023*	FY 2024*	FY 2025	FY 2026	TOTAL
Students Connected	3,426	750	1,500	TBD	TBD	5,676

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 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.**



**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%	10%	TBD	TBD	22%

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 that time, OEV has increased this number by 67 for a total of 647 certified MWSBEs, 39% of the County's five-year Target. Through continued outreach to new businesses and recertification of existing MWSBEs, OEV will continue its progress to achieve this goal by FY 2026.

**\*Bold Goal & Target figures for FY 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.**



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

	FY 2022	FY 2023*	FY 2024*	FY 2025	FY 2026	TOTAL
Sidewalk/Greenway/Trail/Bike Lane Miles	1.18	5.45	14.33	TBD	TBD	20.96

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 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.**



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Department of PLACE

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	134,488	142,196	152,175	-	152,175	156,790
Grants-in-Aid	978,371	904,479	946,102	-	946,102	965,024
Total Budgetary Costs	1,112,859	1,046,675	1,098,277	-	1,098,277	1,121,814

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Planning Department	1,112,859	1,046,675	1,098,277	-	1,098,277	1,121,814
Total Budget	1,112,859	1,046,675	1,098,277	-	1,098,277	1,121,814

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	1,112,859	1,046,675	1,098,277	-	1,098,277	1,121,814
Total Revenues	1,112,859	1,046,675	1,098,277	-	1,098,277	1,121,814

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 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 Master Plan and Canopy Roads Management Plan.</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 County Development Support and Environmental Management and City Growth 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 at 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; Midtown Working Group

# » Department of PLACE

## Planning Department (001-817-515)

### FY 2022-2026 Strategic Plan















Bold Goals & Five-Year Targets	FY 2022 Actual	FY 2023 <sup>5</sup> Estimate	FY 2024 <sup>5</sup> Estimate	FY 2025 Estimate	FY 2026 Estimate	TOTAL <sup>5</sup>
 Grow the job market by 10,000 new jobs. (T2) <sup>1</sup>	7,100	900	2,000	TBD	TBD	10,000
 Co-create 500 entrepreneur ventures. (T2) <sup>1</sup>	208	80	100	TBD	TBD	388
 Connect 7,000 students to skilled job opportunities through Leon Works and other talent development initiatives. (T3) <sup>2</sup>	3,426	750	3,750	TBD	TBD	7,926
 Increase the number of certified MWSBE's by 30%. (T4) <sup>3</sup>	6%	6%	3%	TBD	TBD	6%
 Construct an additional 90 miles of sidewalks, greenways, trails, and bike lanes. (T11) <sup>4</sup>	1.18	5.45	14.33	TBD	TBD	20.96

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 the Office of Economic Vitality (OEV) by partner organizations such as Domi Station, Innovation Park, and the Jim Moran College of Entrepreneurship. 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. In FY 2024, local employment is expected to continue to grow with the creation of 2000 jobs with the addition of 100 new entrepreneurial ventures being co-created locally.
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. In FY 2024, OEV anticipates achieving a 3% increase in certifications for a total of 680 certified MWSBEs, 58% of the County's five-year Target.
4. In FY 2024, the County anticipates enhancing the community's local recreational offerings with the construction of nearly 14.33 miles of sidewalks, greenways, trails, and bike lanes.
5. Bold Goal & Target figures for FY 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.

# » Department of PLACE

## Planning Department (001-817-515)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimates	FY 2024 Estimates
	Number of Land Use Applications Processed, including Site Plans, Text Amendments, Subdivisions, Plats, etc. (City and County) <sup>1</sup>	253	309	270	265
	Number of Rezoning, PUDs Reviewed (County & City) <sup>2</sup>	17	16	22	20
	Number of Comprehensive Plan Amendments Analyzed and Processed (County & City) <sup>3</sup>	9	7	7	12
	Number of new dwelling units reviewed and/or approved (City and County) <sup>4</sup>	1,497	1,533	1,800	1,600
	Number of Non-Residential sq. ft. reviewed or approved (City and County) <sup>5</sup>	580,754	1,782,007	1,200,000	1,500,000
	Number of Planning Commission Public Hearings <sup>6</sup>	8	8	11	11
	Number of GIS Layers Maintained <sup>7</sup>	50	48	48	48
	Number of public workshops/Listening sessions/Neighborhood meetings <sup>8</sup>	51	55	80	80
	Number of committee meetings (Ex: Canopy Road, Water Resources, Joint Bicycle Workgroup, etc.) <sup>9</sup>	30	36	65	65
	Number of CONA & ATN Meetings <sup>10</sup>	0	0	6	6
	Number of direct mail notices <sup>11</sup>	22,346	16,019	18,000	18,000
	Number of web postings or updates <sup>12</sup>	263	212	200	200
	Number of Newspaper Advertisements (Average 2 – 3 per month) <sup>13</sup>	35	21	36	36
	Number of Site Layout and Urban Design Assistance projects <sup>14</sup>	140	140	145	145

### Notes:

- The number of development applications received is driven by external economic factors due to the market demand in new development.
- The number of rezonings and PUDs reviewed vary year to year based on market conditions
- The number of Comprehensive Plan Amendments to come before the Board for adoption in FY 2024 is anticipated to increase over FY 2023 based on recent legislative changes that will require Comprehensive Plan Amendments.
- The number of residential developments reviewed vary year to year based on market conditions.
- The number of non-residential developments reviewed vary year to year based on market conditions.
- 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 GIS layers maintained decreased in FY 2022 because TLCGIS took over maintenance of two layers. The number maintained by Planning is anticipated to remain constant for future years.
- 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 number is expected to stay consistent moving into FY 2024.
- 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 2024.
- 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 expanding notification for large scale map amendments in rural areas.
- The number of web postings were higher than average in FY 2021 and FY 2022 because of the amount of information provided online versus in-person during the peak of the pandemic but is returning to normal as more resources are being provided in-person.
- The number of newspaper advertisements may change based on statutory requirements changed by the State legislature, which allows certain notices to be published on a publicly accessible website.
- Design consultations provided through the DesignWorks Division of the Planning Department. Tracking of site assistance consultations began in 2016. The estimates for FY 2023 and FY 2024 are based on annual averages since tracking began.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Department of PLACE

## Planning Department Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	134,488	142,196	152,175	-	152,175	156,790
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<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Planning Department (001-817-515)	1,112,859	1,046,675	1,098,277	-	1,098,277	1,121,814
Total Budget	1,112,859	1,046,675	1,098,277	-	1,098,277	1,121,814
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
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<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 TENTATIVE BUDGET

## »» Department of PLACE

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

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	134,488	142,196	152,175	-	152,175	156,790
Grants-in-Aid	978,371	904,479	946,102	-	946,102	965,024
Total Budgetary Costs	1,112,859	1,046,675	1,098,277	-	1,098,277	1,121,814
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	1,112,859	1,046,675	1,098,277	-	1,098,277	1,121,814
Total Revenues	1,112,859	1,046,675	1,098,277	-	1,098,277	1,121,814
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 Planning Department budget are as follows:

Increase to Program Funding:

1. County share of operations to the City.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

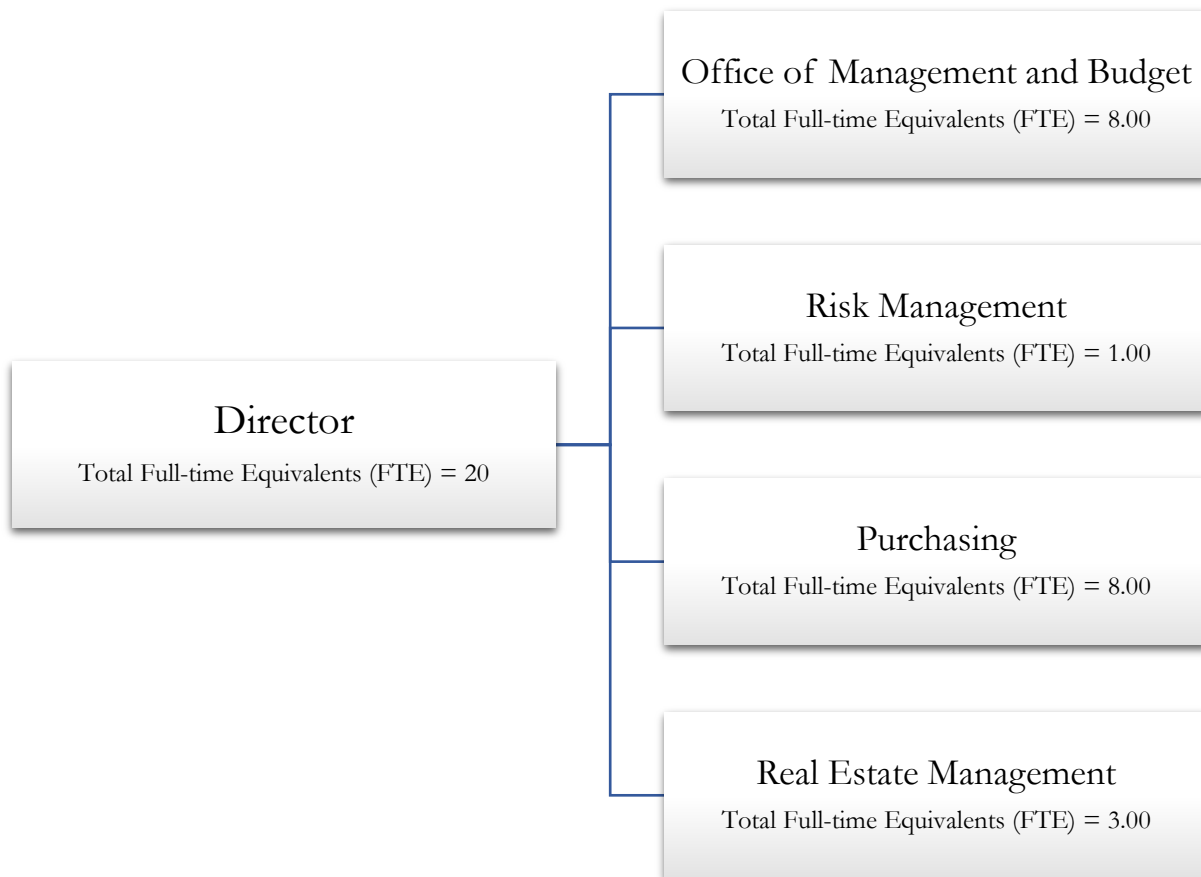
# »» Office of Financial Stewardship Index

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# » Office of Financial Stewardship Organizational Chart

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## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Office of Financial Stewardship Executive Summary

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The Office of Financial Stewardship section of the Leon County FY 2024 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 33<sup>rd</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. The Florida Municipal Safety Excellence Initiative presented a Certificate of Safety Recognition to Leon County Risk Management in recognition of outstanding achievements in Safety Excellence. Additionally, Leon County was nominated for the 2023 Florida Municipal Insurance Trust Partnership Award.

## LEON COUNTY FISCAL YEAR 2024 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. (Completed)

### 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. (Completed)

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Financial Stewardship

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,622,898	1,851,503	1,957,609	-	1,957,609	2,019,594
Operating	349,183	517,421	527,012	-	527,012	527,620
Capital Outlay	-	5,000	5,000	-	5,000	5,000
Grants-in-Aid	63,175	63,175	63,175	-	63,175	63,175
Total Budgetary Costs	2,035,257	2,437,099	2,552,796	-	2,552,796	2,615,389

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Office of Management and Budget	865,471	980,687	1,032,098	-	1,032,098	1,060,382
Risk Management	197,098	221,273	233,495	-	233,495	238,359
Purchasing	568,741	676,792	710,056	-	710,056	729,608
Real Estate Management	403,948	558,347	577,147	-	577,147	587,040
Total Budget	2,035,257	2,437,099	2,552,796	-	2,552,796	2,615,389

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	1,838,159	2,215,826	2,319,301	-	2,319,301	2,377,030
501 Insurance Service	197,098	221,273	233,495	-	233,495	238,359
Total Revenues	2,035,257	2,437,099	2,552,796	-	2,552,796	2,615,389

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Office of Management and Budget	8.00	8.00	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)	20.00	20.00	20.00	-	20.00	20.00


<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Office of Management and Budget	-	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	-	1.00	1.00	-	1.00	1.00

## LEON COUNTY FISCAL YEAR 2024 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:\$987	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 2021 Actuals	FY 2022 Actuals	FY 2023 Estimate	FY 2024 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	99%	99%	99%	99%
	% of departmental performance measures reviewed	100%	100%	100%	100%
	# of program management analyses performed	0	0	1	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 2023 and FY 2024.
2. Forecasted revenues for FY 2023 and FY 2024 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 2024.
4. A mid-year performance report and an annual performance report will be submitted by the required deadlines for FY 2023 and FY 2024.
5. In FY 2023 and FY 2024 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 2023 and FY 2024.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Financial Stewardship

## Office of Management &amp; Budget (001-130-513)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	739,170	835,391	882,116	-	882,116	910,400
Operating	63,125	82,121	86,807	-	86,807	86,807
Grants-in-Aid	63,175	63,175	63,175	-	63,175	63,175
Total Budgetary Costs	865,471	980,687	1,032,098	-	1,032,098	1,060,382

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	865,471	980,687	1,032,098	-	1,032,098	1,060,382
Total Revenues	865,471	980,687	1,032,098	-	1,032,098	1,060,382

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Grants Coordinator	1.00	1.00	1.00	-	1.00	1.00
Sr. Mgmt & Budget Analyst	1.00	1.00	1.00	-	1.00	1.00
Dir Office of Fin Stewardship	1.00	1.00	1.00	-	1.00	1.00
Mgmt & Budget Analyst	2.00	2.00	2.00	-	2.00	2.00
Management Analyst	1.00	1.00	1.00	-	1.00	1.00
Budget Manager	1.00	1.00	-	-	-	-
Principal Mgmt & Budget Analyst	1.00	1.00	1.00	-	1.00	1.00
Budget Director	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	8.00	8.00	8.00	-	8.00	8.00

<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
OMB Consolidated OPS	-	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	-	1.00	1.00	-	1.00	1.00

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 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 Advisory Group; Courthouse Emergency Management Group

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actuals	FY 2022 Actuals	FY 2023 Estimate	FY 2024 Estimate
	# of Workers' compensation claims filed <sup>1</sup>	92	54	70	70
	# of Safety/Loss prevention training courses conducted <sup>2</sup>	11	18	45	20
	# of Auto accidents investigated <sup>3</sup>	4	2	4	4
	# of Coordinated Safety Advisory Group meetings <sup>4</sup>	12	12	12	12
	# of DOT tests administered annually <sup>5</sup>	96	102	110	110
	# of County building site inspections conducted <sup>6</sup>	N/A	N/A	10	20
	# of Safety communications distributed, Toolbox Talks, Safety Notices, etc. <sup>7</sup>	N/A	N/A	60	66

## Notes:

1. In FY 2023 and FY 2024 the number of Workers' Compensation claims are projected to increase from FY 2022. To reduce workers compensation claims, the Division has broadened safety measures, resources, tools, and training opportunities to promote safety in the workplace.
2. In FY 2023, an estimated 45 training events will be provided. The projected increase from FY 2022 is due to additional trainings for all departments on the updated the Guide to Workplace & Health Safety Manual. In FY 2024, an estimated 20 safety training and health events will be provided at 12 separate locations. In a continuous effort to advocate and promote a culture of safety, Risk Management strives to enhance, increase, and support a variety of safety trainings that reflect County needs.
3. Annually the Division provides a Defensive Driving Course to refresh, train, and promote safe driving habits in the workplace. This concerted drive is to minimize At-Fault claims within the County.
4. The Safety Committee, now recognized as the Safety Advisory Group, continues to meet monthly, with a new approach to lead, promote, and advocate a culture of safety by serving as a hub of information, education, resources, and support.
5. Risk Management conducts random DOT drug testing in accordance with 49 CFR 382.305. FY 2023 and FY 2024 estimates are expected to remain level.
6. This is a new performance measure for FY 2023. Risk Management has introduced a new software program, Safety 101, which captures and documents all inspections, trainings, certifications, etc.
7. This is a new performance measure for FY 2023. In FY 2023 the Division introduced several different types of safety correspondences, such as Toolbox Talks, intra updates, etc. to promote safety awareness to all county employees.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Financial Stewardship

## Risk Management (501-132-513)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	115,274	123,399	130,690	-	130,690	134,974
Operating	81,823	92,874	97,805	-	97,805	98,385
Capital Outlay	-	5,000	5,000	-	5,000	5,000
Total Budgetary Costs	197,098	221,273	233,495	-	233,495	238,359
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
501 Insurance Service	197,098	221,273	233,495	-	233,495	238,359
Total Revenues	197,098	221,273	233,495	-	233,495	238,359
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 Risk Management budget are as follows:

Increases to Program Funding:

1.1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »»» Office of Financial Stewardship

## Purchasing Summary



<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	528,811	621,363	654,338	-	654,338	673,869
Operating	39,930	55,429	55,718	-	55,718	55,739
Total Budgetary Costs	568,741	676,792	710,056	-	710,056	729,608
<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Procurement (001-140-513)	489,819	555,298	590,172	-	590,172	607,487
Warehouse (001-141-513)	78,921	121,494	119,884	-	119,884	122,121
Total Budget	568,741	676,792	710,056	-	710,056	729,608
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	568,741	676,792	710,056	-	710,056	729,608
Total Revenues	568,741	676,792	710,056	-	710,056	729,608
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 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 07/13/2021), Purchasing Card Policy (revised 2/12/13), and Tangible Personal Property Policy (revised 06/08/2021); 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)	\$23.0	\$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 2021 Actuals	FY 2022 Actuals	FY 2023 Estimate	FY 2024 Estimate
	% of completed requisitions for purchase orders processed within 2 days of receipt <sup>1</sup>	98%	98%	98%	98%
	% of bids/RFPs processed within 45 workdays of receipt of request <sup>2</sup>	96%	98%	100%	100%
	# of Purchase Orders Issued <sup>3</sup>	1,857	1,691	1,800	1,800
	\$ Value of Purchase Orders Issued (millions) <sup>4</sup>	\$109	\$92	\$98	\$98
	\$ Amount of Central Purchasing Office purchases per Central Purchasing FTE (millions) <sup>5</sup>	\$27.3	\$23.0	\$24.5	\$24.5

## »» Office of Financial Stewardship

### Purchasing – Procurement (001-140-513)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actuals	FY 2022 Actuals	FY 2023 Estimate	FY 2024 Estimate
	# of Bids Issued <sup>6</sup>	42	45	60	60
	Purchasing Card Volume <sup>7</sup>	\$6,323,638	\$6,478,218	\$6,600,000	\$6,600,000
	Purchasing Card Rebate <sup>8</sup>	\$88,530	\$91,110	\$95,000	\$95,000
	# of Assets at Year End <sup>9</sup>	8,234	8,465	8,200	8,200
	Year End Total Asset Value (millions) <sup>10</sup>	\$64.6	\$66.8	\$64	\$64
	# of Surplus Auctions <sup>11</sup>	22	22	40	40
	\$ Value of Auction Proceeds <sup>12</sup>	\$67,708	\$31,332	\$75,000	\$75,000
	# of Pre-bid meetings held to provide information on County projects to vendors <sup>13</sup>	24	23	45	45
	Ratio of bid protests to total solicited bids <sup>14</sup>	2:42	1:45	0:60	0:60

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 2023 and FY 2024 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 and FY 2024 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 increase in FY 2023 from the previous fiscal year due to an increase in Capital Improvement Projects which were previously on hold.
- The purchasing card value is anticipated to remain steady.
- The purchasing card rebate is anticipated steady increase compared to historical trends, 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, allowing the removal of desktops and tablets 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 increased 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 and consistent auction sales.
- The division anticipates that the value of the auctions will increase slightly in FY 2023 and FY 2024 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 significantly 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 and FY 2024.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Office of Financial Stewardship

**Purchasing - Procurement (001-140-513)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	456,828	503,814	538,615	-	538,615	555,918
Operating	32,991	51,484	51,557	-	51,557	51,569
Total Budgetary Costs	489,819	555,298	590,172	-	590,172	607,487
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	489,819	555,298	590,172	-	590,172	607,487
Total Revenues	489,819	555,298	590,172	-	590,172	607,487
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Director of Purchasing	1.00	1.00	1.00	-	1.00	1.00
Purchasing Specialist	1.00	1.00	1.00	-	1.00	1.00
Procurement Administrator	1.00	1.00	1.00	-	1.00	1.00
Purchasing 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 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 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. Process purchase requisitions for Fleet Management and Operations Divisions and provide back-up to Procurement as needed.</li> <li>4. Assist County staff with identifying vendors and sourcing needed items.</li> </ol>
<b>Statutory Responsibilities</b>	Leon County Government Purchasing Policy (revised 07/13/2021), Purchasing Card Policy (revised 2/12/13), and Tangible Personal Property Policy (revised 06/08/2021); 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 2021 Actuals	FY 2022 Actuals	FY 2023 Estimate	FY 2024 Estimate
	Cost per issuance <sup>1</sup>	\$10.22	\$6.84	\$5.75	\$5.75
	Operational cost % of total dollar value of issuances (expenses / \$ value of issuances) <sup>2</sup>	22.56%	12.8%	15.25%	15.25%
	# of issuances <sup>3</sup>	11,457	11,135	12,560	12,560
	\$ Volume of issuances <sup>4</sup>	\$519,164	\$575,876	\$483,800	\$483,800

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 a decrease in cost per issuance in FY 2023 and FY 2024 due to budget restraints and increased supervisory oversight.
2. The division anticipates the FY 2023 and FY 2024 operational costs will remain steady.
3. The division anticipates the number of issuances will remain steady for FY 2023 and FY 2024.
4. The estimated decrease in dollar volume of issuances is related to increased supervisory oversight and a continued effort to decrease commodity costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Financial Stewardship

## Purchasing - Warehouse (001-141-513)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	71,983	117,549	115,723	-	115,723	117,951
Operating	6,939	3,945	4,161	-	4,161	4,170
Total Budgetary Costs	78,921	121,494	119,884	-	119,884	122,121
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	78,921	121,494	119,884	-	119,884	122,121
Total Revenues	78,921	121,494	119,884	-	119,884	122,121
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 Warehouse budget are as follows:

Decrease related to reduce salaries related to position turn over off-set by Increases to Program Funding:

1. 1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Office of Financial Stewardship

### Real Estate Management Summary




<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	239,643	271,350	290,465	-	290,465	300,351
Operating	164,304	286,997	286,682	-	286,682	286,689
Total Budgetary Costs	<u>403,948</u>	<u>558,347</u>	<u>577,147</u>	<u>-</u>	<u>577,147</u>	<u>587,040</u>
<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Real Estate Management (001-156-519)	418,568	513,347	532,147	-	532,147	542,040
Tax Deed Applications (001-831-513)	(14,620)	45,000	45,000	-	45,000	45,000
Total Budget	<u>403,948</u>	<u>558,347</u>	<u>577,147</u>	<u>-</u>	<u>577,147</u>	<u>587,040</u>
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	403,948	558,347	577,147	-	577,147	587,040
Total Revenues	<u>403,948</u>	<u>558,347</u>	<u>577,147</u>	<u>-</u>	<u>577,147</u>	<u>587,040</u>
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Real Estate Management	3.00	3.00	3.00	-	3.00	3.00
Total Full-Time Equivalents (FTE)	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>-</u>	<u>3.00</u>	<u>3.00</u>

## LEON COUNTY FISCAL YEAR 2024 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 utilizing 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. Coordinates with County programs and the 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 in accordance with Florida Statutes and County Real Estate Policy (16-5).</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 2021 Actuals	FY 2022 Actuals	FY 2023 Estimate	FY 2024 Estimate
	Total rentable square feet available for lease	259,243	259,243	259,243	259,243
	Total rentable square feet occupied	215,003	203,490	246,569	246,569
	% of total rentable square feet occupied	83%	78%	90%	90%

## Notes:

1. The total County-owned rentable square footage available for lease is projected to remain steady in FY 2023 and FY 2024. Marketing and leasing activities for the Leon County Government Annex and Lake Jackson Town Center remains steady. Construction improvements at the Lake Jackson Town Center will improve marketability and leasing revenues.
2. The total occupied rentable square footage in FY 2023 includes:
  - The Leon County Government Annex (Tower 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.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Financial Stewardship

**Real Estate Management - Real Estate Management (001-156-519)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	239,643	271,350	290,465	-	290,465	300,351
Operating	178,924	241,997	241,682	-	241,682	241,689
Total Budgetary Costs	418,568	513,347	532,147	-	532,147	542,040
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	418,568	513,347	532,147	-	532,147	542,040
Total Revenues	418,568	513,347	532,147	-	532,147	542,040
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 Real Estate Management budget are as follows:

## Increases to Program Funding:

1.1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Office of Financial Stewardship

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**Real Estate Management - Tax Deed Applications (001-831-513)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	(14,620)	45,000	45,000	-	45,000	45,000
Total Budgetary Costs	(14,620)	45,000	45,000	-	45,000	45,000
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	(14,620)	45,000	45,000	-	45,000	45,000
Total Revenues	(14,620)	45,000	45,000	-	45,000	45,000

For FY 2024 this budget is recommended at the same level as FY 2023 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 2024 TENTATIVE BUDGET

# »» Division of Tourism

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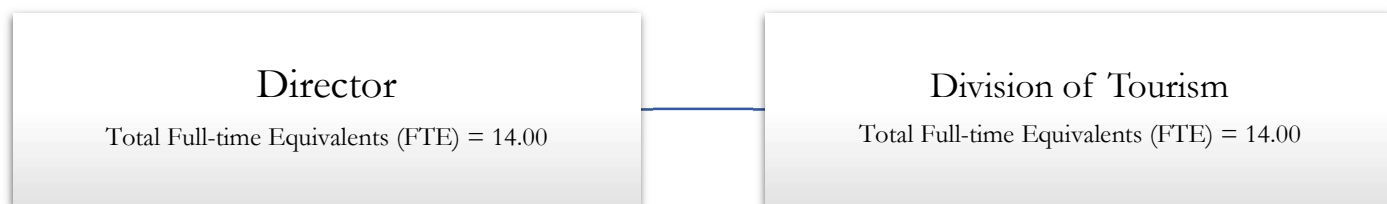
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# »» Division of Tourism

## Organizational Chart

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## LEON COUNTY FISCAL YEAR 2024 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 (TDT) 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 FY 2022 – FY 2026 Tourism Strategic Plan and annual Marketing & Sales Plan communicates the continued alignment of the Board's economic goals, strategic priorities and initiatives with the Division's actions and performance measures. The Tourism Strategic Plan was approved by the Leon County Tourist Development Council and the Board of County Commissioners in FY21-22 and the annual FY23-24 Marketing & Sales Plan was recently approved by the Leon County Tourist Development Council.

### HIGHLIGHTS

The Division of Tourism continues its strong rebound following the devastating impacts of the COVID-19 pandemic. Tourist Development Tax collections are expected to continue to exceed pre-pandemic levels and show significant year-over-year rebound due to travel patterns returning to normal. Tourism continues utilizing \$750,000 in American Rescue Plan Act Grant Program (ARPA) funding to further assist in tourism recovery efforts. 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, \$1,187,638 in sponsorship TDT funding was awarded to support 109 festivals and events in FY 2023 via Tourism Grant programs and COCA grant funding. The Division continued its activation of the County Concert Series at the Adderley Amphitheater hosting six concerts – JJ Grey & MoFro, Gov't Mule, Trombone Shorty and Big Freedia, Willie Nelson, and Ben Folds with Tallahassee Symphony Orchestra (TSO) and presenting the Freedom's Eve Emancipation Concert in partnership with the TSO. Additionally, Tourism sponsored eight concerts as part of the Sundown Concert Series at the Adderley Amphitheater in partnership with the Tallahassee Downtown Improvement Authority.

Sports Tourism continues to demonstrate solid growth in Leon County as staff continues to strategically target more diverse sporting events including a five-week Pepsi Youth Bowling Championship Tournament that had nearly 3,000 youth competitors. With seven major events taking place in the fall of 2022, FY 22-23 was the "Biggest Cross-Country Season Ever," as the County's Apalachee Regional Park welcomed over 10,000 runners and coaches and approximately 25,000 attendees, including hosting 5 new national cross-country championships. The division also hosted the Florida High School Athletic Association (FHSAA) Cross Country State Championships for the 11th consecutive year. Meetings and Conventions in the destination continue to grow with events such as the United States Association for Small Business and Entrepreneurship (USABE) Conference and the 2023 edition of the Tallahassee Regional For Inspiration and Recognition of Science and Technology (FIRST) robotics competition hosting over 40 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 2nd annual Beach Volleyball State Championship. Two major new festivals were hosted at Apalachee Regional Park this year as well. The division also participated in the World Athletics "Future Organizers" program at the 2023 World Athletics Cross Country World Championships in Bathurst, Australia.

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.

In anticipation of the County's Bicentennial celebration in 2024, Tourism began community activation in March 2023 to develop a strategic plan for marketing and community engagement to raise the awareness and engagement of organizations and individuals in the community-wide initiative. 2023 is the planning and development year and as of June there have been nearly 50 meetings with more than 115 people actively serving across the Bicentennial Steering Committee, six Task

## »» Division of Tourism Executive Summary

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Forces and 10 work groups and the engagement will increase approaching 2024. The Bicentennial website will launch in mid-July.

The Division of Tourism/Visit Tallahassee moved to the restored historic train station building which serves as a state-of-the-art Visitor Information Center and the tourism staff offices. Situated in a high growth area of downtown and within walking distance of over 400 hotel rooms, the new Visitor Information Center and Gift Shop is stationed with knowledgeable staff providing up-do-date information on area attractions, events, shopping, restaurants, and concerts. The gift shop features Tallahassee/Leon County products and items from local makers and artisans. With this second location, Tourism is well positioned to provide services to visitors in two different downtown, high-traffic locations.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# »» Division of Tourism

## Business Plan

### MISSION STATEMENT

The mission of the Leon County Division of Tourism is to spearhead and coordinate the tourism marketing and management of the destination through the coordination of the hospitality industry, local governments and the business community to sustain and grow visitor spending and job creation in the Tallahassee region.

### STRATEGIC PRIORITIES

#### 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 Winter/Spring of 2023. (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)
3. In July 2022, the County was awarded the bid to host the 2026 World Athletics Cross Country Championship to be hosted at ARP. (Ongoing)

## 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)	\$1.15	\$1.19	\$1.29	TBD	TBD	\$3.63

Note: Leon County currently contracts with the research firm Downs & St. Germain for tourism research services, including determining the quarterly tourism economy. In FY 2022, Downs & St. Germain estimated the total economic impact of tourism in Leon County at \$1.15 billion. For the first two quarters of FY 2023, Downs & St. Germain has estimated the economic impact of tourism in Leon County at \$625 million, which brings the total tourism economy over the last year and a half year to \$1.77 billion, 36% of the County's five-year Bold Goal.



**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	16	25	20	TBD	TBD	61

Note: In FY 2022, sixteen (16) championship sporting events were held in Leon County, or 16% of the County's five-year Target. The Division of Tourism's continued success with sporting event bidding, leveraging community assets related to sports tourism, and strengthening partnerships with local universities, clubs and community organizations drives the County's progress in securing and hosting youth and adult sport competitions. In the first half of FY 2023, fourteen (14) championship sporting events were held bringing the total to 30 championships, 30% of the County's five-year Target. Events hosted in FY 2023 include the Southwestern Athletic Conference Cross Country Championships, the National Junior College Athletic Association National Championships, and the Florida High School Athletic Association Football Championships.



**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	135	165	170	TBD	TBD	470

Note: In FY 2022, the County hosted 135 events, sporting competitions, festivals, performances, and cultural programming with Tourism Development Tax (TDT) funds. Within the first half of FY 2023, the County hosted an additional 96 events bringing the total to 231 events hosted, 26% of the County's five-year Target. The Division of Tourism administers competitive grant programs to support local or community, civic, and sporting events that draw visitors to the destination. In addition, the County dedicates a share of its TDT funds to the Council on Culture and Arts (COCA) to administer grants programs to support local cultural arts programs and activities. Through these efforts, the County will continue its support of additional events and programming to achieve this Target through the remainder of the five-year plan.



**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	25,019	22,500	40,000	TBD	TBD	87,519

Note: In FY 2022, over 25,000 residents and visitors attended County-Supported Performances at the Amphitheater in Cascades Park. Since the start of FY 2023, there has been an additional six (6) County-supported performances hosted with over 12,000 residents and visitors in attendance. These performances include JJ Grey, Earth, Wind & Fire, Willie Nelson, and more. To date, the County has achieved 37% of the County's five-year Target.

**\*Bold Goal & Target figures for FY 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.**



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Division of Tourism

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,038,745	1,348,321	1,579,972	-	1,579,972	1,616,733
Operating	2,398,228	3,207,673	3,257,265	758,110	4,015,375	4,201,498
Capital Outlay	2,670	12,000	-	-	-	-
Grants-in-Aid	2,271,525	2,192,609	2,488,894	57,000	2,545,894	2,579,324
Total Budgetary Costs	5,711,168	6,760,603	7,326,131	815,110	8,141,241	8,397,555

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Division of Tourism	5,711,168	6,760,603	7,326,131	815,110	8,141,241	8,397,555
Total Budget	5,711,168	6,760,603	7,326,131	815,110	8,141,241	8,397,555

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
160 Tourism	5,561,168	6,610,603	7,176,131	815,110	7,991,241	8,247,555
Total Revenues	5,711,168	6,760,603	7,326,131	815,110	8,141,241	8,397,555

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Division of Tourism	12.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalents (FTE)	12.00	14.00	14.00	-	14.00	14.00

<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Division of Tourism	0.50	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	0.50	1.00	1.00	-	1.00	1.00

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Division of Tourism

## Division of Tourism Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,038,745	1,348,321	1,579,972	-	1,579,972	1,616,733
Operating	2,398,228	3,207,673	3,257,265	758,110	4,015,375	4,201,498
Capital Outlay	2,670	12,000	-	-	-	-
Grants-in-Aid	2,271,525	2,192,609	2,488,894	57,000	2,545,894	2,579,324
Total Budgetary Costs	5,711,168	6,760,603	7,326,131	815,110	8,141,241	8,397,555

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Administration (160-301-552)	554,270	671,166	743,062	18,500	761,562	774,444
Advertising (160-302-552)	1,269,928	1,270,000	1,232,390	517,610	1,750,000	1,600,000
COCA Contract (001-888-573)	150,000	150,000	150,000	-	150,000	150,000
Council on Culture & Arts (COCA) (160-888-573)	1,529,997	1,307,609	1,614,468	-	1,614,468	1,646,757
Marketing (160-303-552)	1,698,019	2,661,828	2,886,211	279,000	3,165,211	3,526,354
Special Projects (160-304-552)	508,954	700,000	700,000	-	700,000	700,000
Total Budget	5,711,168	6,760,603	7,326,131	815,110	8,141,241	8,397,555

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
160 Tourism	5,561,168	6,610,603	7,176,131	815,110	7,991,241	8,247,555
Total Revenues	5,711,168	6,760,603	7,326,131	815,110	8,141,241	8,397,555

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Administration	3.50	3.50	3.50	-	3.50	3.50
Marketing	8.50	10.50	10.50	-	10.50	10.50
Total Full-Time Equivalents (FTE)	12.00	14.00	14.00	-	14.00	14.00

<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Administration	0.25	-	0.10	-	0.10	0.10
Marketing	0.25	1.00	0.90	-	0.90	0.90
Total OPS Full-Time Equivalents (FTE)	0.50	1.00	1.00	-	1.00	1.00





## LEON COUNTY FISCAL YEAR 2024 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 Actual	FY 2023 <sup>5</sup> Estimate	FY 2024 <sup>5</sup> Estimate	FY 2025 Estimate	FY 2026 Estimate	TOTAL <sup>5</sup>
 Grow the five-year tourism economy to \$5 billion. (BG1) <sup>1</sup>	\$1.15	\$1.19	\$1.29	TBD	TBD	\$3.63
 Attract 100 state, regional, or national championships across all sports. (T1) <sup>2</sup>	16	25	20	TBD	TBD	61
 Support 900 community events, sporting competitions, festivals, performances, and cultural programing. (T10) <sup>3</sup>	135	165	170	TBD	TBD	470
 Host 100,000 residents and visitors through County-supported performances at the Amphitheater. (T12) <sup>4</sup>	25,019	22,500	40,000	TBD	TBD	87,519

## Notes:

1. Leon County currently contracts with the research firm Downs & St. Germain for tourism research services, including determining the quarterly tourism economy. For FY 2024, the economic impact of tourism in Leon County is estimated to reach \$1.29 billion, 26% 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. In FY 2024, 20 championship sporting events are expected to be held in Leon County, or 20% of the County's five-year Target. Since FY 2022, various types of sporting events have been held including the Southwestern Athletic Conference Cross Country Championships, the National Junior College Athletic Association National Championships, and the Florida High School Athletic Association Football Championships.
3. In FY 2022, the County supported 135 community events, sporting competitions, festivals, performances, and cultural programming with Tourism Development Tax (TDI) funds. The County has achieved 15% of its Five-Year Target and will continue its support of additional events and programming to achieve this Target through the remainder of the five-year plan.
4. In FY 2024, the County anticipates hosting 40,000 residents and visitors through County-supported performances at the Amphitheater, 40% of the County's Target.
5. Bold Goal & Target figures for FY 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.

## »» Division of Tourism

### Division of Tourism – (160-301,302,303,304,305-552)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimates <sup>1</sup>	FY 2024 Estimates <sup>2</sup>
	Tourist Development Tax per penny	\$1,062,036	\$1,577,308	\$1,578,582	\$1,614,468
	Percent Change in Tourist Development Tax	9%	48.5%	1.8%	.2%
	Number of total visitors to Leon County	1,740,900	2,333,400	2,429,069	2,431,498
	Percent Change in number of total visitors to Leon County	3.4%	34.0%	4.1%	.1%
	Total Direct Visitor Economic Impact (billions)	\$0.883	\$1.151	\$1.280	\$1.295
	Percent Change in Direct Visitor Economic Impact	14.7%	30.4%	11.2%	1.2%
	Number of Direct Tourism Related Jobs	12,688	14,708	15,046	15,152
	Percent Change in the number of Direct Tourism Related Jobs	7.7%	14.3%	2.3%	.7%
	Hotel Occupancy	53%	61.2%	64%	64%
	Hotel Revenue (millions)	\$106	\$158	\$161	\$161
	Percent Change in Hotel Revenue	9.3%	48.8%	1.8%	.5%

Notes:

1. FY 2023 estimates are based on actuals through March 2023.
2. FY 2024 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-2024.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Division of Tourism

## Division of Tourism - COCA Contract (001-888-573)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 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 2024 TENTATIVE BUDGET

## »» Division of Tourism

## Division of Tourism - Administration (160-301-552)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	369,850	381,273	432,040	-	432,040	442,404
Operating	184,420	289,893	311,022	18,500	329,522	332,040
Total Budgetary Costs	554,270	671,166	743,062	18,500	761,562	774,444
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
160 Tourism	554,270	671,166	743,062	18,500	761,562	774,444
Total Revenues	554,270	671,166	743,062	18,500	761,562	774,444
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 Service 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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
TDC Consolidated OPS	0.25	-	0.10	-	0.10	0.10
Total OPS Full-Time Equivalents (FTE)	0.25	-	0.10	-	0.10	0.10

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Contractual costs to conduct economic analysis and quarterly updates related to occupancy rates and the economic impact of events.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Division of Tourism

## Division of Tourism - Advertising (160-302-552)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	1,269,928	1,270,000	1,232,390	517,610	1,750,000	1,600,000
Total Budgetary Costs	1,269,928	1,270,000	1,232,390	517,610	1,750,000	1,600,000
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
160 Tourism	1,269,928	1,270,000	1,232,390	517,610	1,750,000	1,600,000
Total Revenues	1,269,928	1,270,000	1,232,390	517,610	1,750,000	1,600,000

The major variances for the FY 2024 Tourism Advertising Budget are as follows:

## Increases to Program Funding:

1. Contractual services for advertising and public relations to promote destination growth. This restores the advertising budget to pre-COVID levels.
2. To advance Strategic Initiative #2023-1 to celebrate the Leon County/Tallahassee Bicentennial, funding is included for promotional activities to support events. Additional increases are associated with the installation of way finding signage.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Division of Tourism

## Division of Tourism - Marketing (160-303-552)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	668,895	967,048	1,147,932	-	1,147,932	1,174,329
Operating	943,880	1,647,780	1,713,853	222,000	1,935,853	2,269,458
Capital Outlay	2,670	12,000	-	-	-	-
Grants-in-Aid	82,574	35,000	24,426	57,000	81,426	82,567
Total Budgetary Costs	1,698,019	2,661,828	2,886,211	279,000	3,165,211	3,526,354

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
160 Tourism	1,698,019	2,661,828	2,886,211	279,000	3,165,211	3,526,354
Total Revenues	1,698,019	2,661,828	2,886,211	279,000	3,165,211	3,526,354

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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	1.00
Sports Sales Manager	1.00	1.00	1.00	-	1.00	1.00
Grp Sales & Business Dev Mngr	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
Meeting & Convention Sale Mngr	1.00	1.00	1.00	-	1.00	1.00
Public Relations Mktg Spec	1.00	1.00	1.00	-	1.00	1.00
Digital Content Manager	-	1.00	1.00	-	1.00	1.00
Visitor Service Representative	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	8.50	10.50	10.50	-	10.50	10.50

<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
TDC Consolidated OPS	0.25	1.00	0.90	-	0.90	0.90
Total OPS Full-Time Equivalents (FTE)	0.25	1.00	0.90	-	0.90	0.90

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. To advance Strategic Initiative #2023-1 to celebrate the Leon County/Tallahassee Bicentennial celebration, additional personnel costs for 3 OPS positions are included to assist with planning and implementation efforts.
3. In support of Strategic Initiative #2022-5 to implement the Division of Tourism's Strategic Plan, funding is included to conduct a Sports Facility Market Analysis.
4. In support of Strategic Initiative #2022-6 to continue to secure state, regional, and national competitions at Apalachee Regional Park, funding associated with planning and administrative efforts to host the 2026 World Athletics Cross Country Championship at Apalachee Regional Park, including establishing a Local Organizing Committee (LOC) to provide adequate staffing and volunteer resources for securing corporate sponsorships.
5. Operating supplies at the Visitor Information Centers.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Division of Tourism

## Division of Tourism - Special Projects (160-304-552)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Grants-in-Aid	508,954	700,000	700,000	-	700,000	700,000
Total Budgetary Costs	508,954	700,000	700,000	-	700,000	700,000
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
160 Tourism	508,954	700,000	700,000	-	700,000	700,000
Total Revenues	508,954	700,000	700,000	-	700,000	700,000

This funding is for special events which includes sports and legacy events.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Division of Tourism

## Division of Tourism - Council on Culture &amp; Arts (COCA) (160-888-573)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Grants-in-Aid	1,529,997	1,307,609	1,614,468	-	1,614,468	1,646,757
Total Budgetary Costs	1,529,997	1,307,609	1,614,468	-	1,614,468	1,646,757
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
160 Tourism	1,529,997	1,307,609	1,614,468	-	1,614,468	1,646,757
Total Revenues	1,529,997	1,307,609	1,614,468	-	1,614,468	1,646,757

This funding is for the COCA re-granting program which includes the expense of the 1-cent of the Tourism tax as specified in the contract for re-granting.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

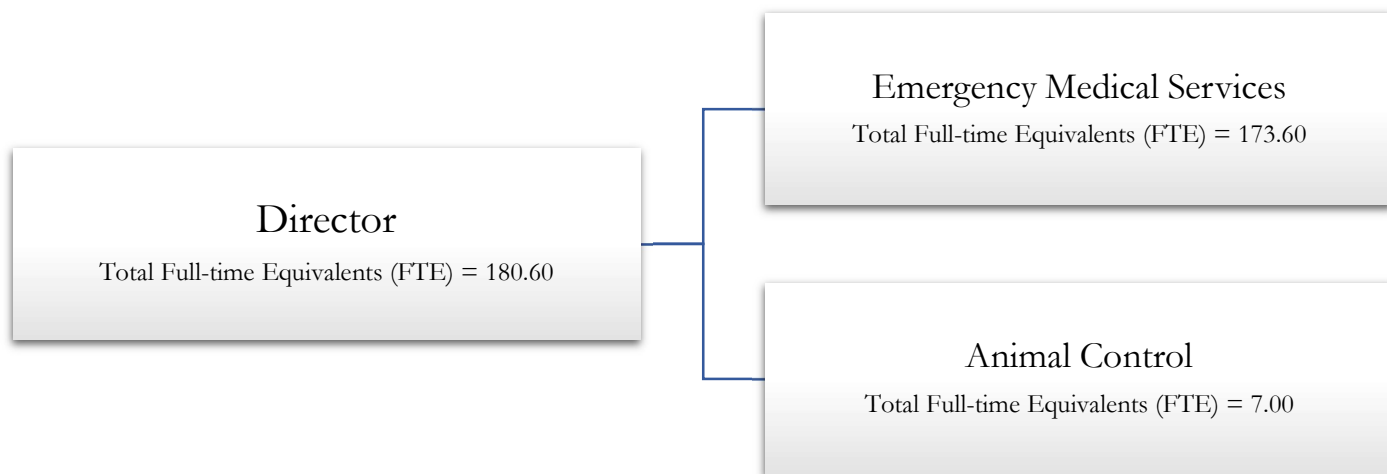
**»» Office of Public Safety  
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# » Office of Public Safety Organizational Chart

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## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Office of Public Safety

## Executive Summary

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The Office of Public Safety section of the Leon County FY 2024 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. EMS successfully completed the re-accreditation process through the Commission on Accreditation of Ambulance Services (CAAS) which requires meeting strict national standards of excellence that signify EMS has met the “gold standard” of providing ambulance service. Meeting CAAS standards results in strengthened community confidence in the quality and safety of care, treatment and services provided by EMS. The EMS Division was again recognized by the American Heart Association with the Mission Lifeline Gold Plus EMS Award for exceeding national standards on the care of heart attack and stroke patients. In addition, EMS implemented a comprehensive medical protocol update and deployed the use of ultrasound in the field to ensure Leon County paramedics are providing the best available emergency care to the community.

The EMS Division continued to invest in our members by successfully implementing an EMT to Paramedic training program by sponsoring and supporting current EMTs to complete paramedic training and through providing resilience resources to our EMTs and Paramedics in partnership with the 2<sup>nd</sup> Alarm Project. The Division also implemented new radio communications and CAD technology to improve the sharing of critical information and the safety of our members.

The EMS Division's annual “Press the Chest” CPR community training event trained hundreds of citizens in CPR at one time. EMS continued to provide support to Honor Flight and assisted in taking 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 eight (8) new positions will allow EMS to maintain current service levels and ensure adequate resources are available for the increased demand for services. In FY 2024, EMS will partner with Tallahassee Community College to offer a one-year EMT certification program to Godby High School seniors.

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 2024 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. (Ongoing)
  - 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. (Ongoing)
  - e) Provide community risk reduction programs such as CPR and AED, stop the bleed, and bicycle, pedestrian, and vehicle safety training. (Ongoing)
  - 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. (Ongoing)

## BOLD GOALS & 5-YEAR TARGETS



**Target:** Connect 7,000 students to skilled job opportunities through Leon Works and other talent development initiatives. (I3)

	FY 2022	FY 2023*	FY 2024*	FY 2025	FY 2026	TOTAL
Students Connected	344	160	250	TBD	TBD	504

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 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.**

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Public Safety

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	15,808,216	16,987,542	17,930,853	545,435	18,476,288	18,948,212
Operating	9,214,041	9,446,791	9,578,576	868,309	10,446,885	10,414,994
Capital Outlay	11,582	151,700	38,000	13,000	51,000	38,000
Grants-in-Aid	71,250	71,250	71,250	-	71,250	71,250
<b>Total Budgetary Costs</b>	<b>25,105,089</b>	<b>26,657,283</b>	<b>27,618,679</b>	<b>1,426,744</b>	<b>29,045,423</b>	<b>29,472,456</b>

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Emergency Medical Services	23,316,697	24,691,801	25,596,934	1,415,390	27,012,324	27,375,960
Animal Control	1,788,393	1,965,482	2,021,745	11,354	2,033,099	2,096,496
<b>Total Budget</b>	<b>25,105,089</b>	<b>26,657,283</b>	<b>27,618,679</b>	<b>1,426,744</b>	<b>29,045,423</b>	<b>29,472,456</b>

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
135 Emergency Medical Services MSTU	23,316,697	24,691,801	25,596,934	1,415,390	27,012,324	27,375,960
140 Municipal Service	1,788,393	1,965,482	2,021,745	11,354	2,033,099	2,096,496
<b>Total Revenues</b>	<b>25,105,089</b>	<b>26,657,283</b>	<b>27,618,679</b>	<b>1,426,744</b>	<b>29,045,423</b>	<b>29,472,456</b>

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Animal Control	7.00	7.00	7.00	-	7.00	7.00
Emergency Medical Services	145.80	161.40	164.60	8.00	172.60	172.60
<b>Total Full-Time Equivalents (FTE)</b>	<b>152.80</b>	<b>168.40</b>	<b>171.60</b>	<b>8.00</b>	<b>179.60</b>	<b>179.60</b>

<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 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.	36%	22% <sup>1</sup>
	Percent of requests for services that result in a patient transport	63%	56% <sup>2</sup>
	EMS responses per 1,000 residents	151.7 <sup>4</sup>	95.0 <sup>3</sup>

Notes:

1. Florida EMSTARS Database, 2022
2. Florida EMSTARS Database, 2022
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 Actual	FY 2023 <sup>2</sup> Estimate	FY 2024 <sup>2</sup> 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>	344	160	250	TBD	TBD	504

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 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.

# Office of Public Safety

## Emergency Medical Services (135-185-526)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimates	FY 2024 Estimates
	Number of calls for service responded to <sup>1</sup>	49,502	50,605	52,375	53,945
	Number of transports made <sup>2</sup>	31,211	31,988	32,948	33,936
	Number of public education events conducted annually <sup>3</sup>	10	44	120	120
	Number of public access Automated External Defibrillators (AEDs) registered with the Division <sup>4</sup>	1,253	1,266	1,270	1,300
	Percent of trauma alert patients correctly identified by paramedics annually <sup>5</sup>	98%	98%	98%	98%
	Percent of stroke alert patients correctly identified by paramedics annually <sup>6</sup>	100%	98%	98%	98%
	Percent of STEMI patients correctly identified by paramedics annually <sup>7</sup>	98%	100%	98%	98%
	Percent of STEMI EKGs transmitted to receiving hospital by paramedics annually <sup>8</sup>	100%	100%	99%	99%

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 2022, the division experienced a modest increase in the number of requests for service over the previous fiscal year. The total number of requests for service represents the busiest year on record for the division. Based on historical trends, the number of calls is anticipated to continue to increase in FY 2023 and FY 2024.
- Actual transports to the hospital increased by 2.4% in FY 2022 corresponding to a similar increase in requests for service. The number of transports is projected to increase consistent with the number of calls for service.
- In FY 2022, the division provided 44 public education and injury prevention programs to community groups to reduce the overall community health risk. The increase in the number of events, as well as citizen participation, was indicative of a modest return to public events based on decreasing COVID-19 community transmission rates and CDC guidelines on indoor gatherings. The number of public education events has increased to pre-pandemic levels in FY 2023 and is anticipated to remain consistent in FY 2024.
- The number of AEDs in the community registered with the division increased slightly to 1,266 in FY 2022 due to continuing efforts to get new and existing AEDs registered. The number is expected to steadily increase in FY 2023 and FY 2024.
- Based on Leon County EMS criteria, paramedics correctly identified 98% of trauma alert patients in FY 2022. These trends are expected to continue in FY 2023 and FY 2024.
- Based on Leon County EMS criteria, paramedics correctly identified 98% of stroke alert patients in FY 2022. These trends are expected to continue in FY 2023 and FY 2024.
- Patients experiencing a myocardial infarction were identified 100% of the time in FY 2022. Accurate assessment of a heart attack by paramedics results in faster in-hospital times and corresponding improved mortality rates. These trends are expected to continue in FY 2023 and FY 2024.
- 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. These trends are expected to continue in FY 2023 and FY 2024.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Public Safety

## Emergency Medical Services (135-185-526)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	15,338,282	16,474,122	17,407,229	545,435	17,952,664	18,408,795
Operating	7,966,833	8,065,979	8,151,705	856,955	9,008,660	8,929,165
Capital Outlay	11,582	151,700	38,000	13,000	51,000	38,000
Total Budgetary Costs	23,316,697	24,691,801	25,596,934	1,415,390	27,012,324	27,375,960

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
135 Emergency Medical Services MSTU	23,316,697	24,691,801	25,596,934	1,415,390	27,012,324	27,375,960
Total Revenues	23,316,697	24,691,801	25,596,934	1,415,390	27,012,324	27,375,960

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Medical Director	1.00	1.00	1.00	-	1.00	1.00
Director 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	13.00	9.00	14.00	-	14.00	14.00
Paramedic I	7.00	9.00	7.00	-	7.00	7.00
Quality Assurance Coordinator	1.00	1.00	1.00	-	1.00	1.00
EMT I	-	3.00	4.00	-	4.00	4.00
EMS Supply Technician	4.00	4.00	4.00	-	4.00	4.00
Paramedic I - Part-Time	2.80	1.20	3.60	-	3.60	3.60
EMT I - Part-Time	1.80	2.40	2.00	-	2.00	2.00
EMS Financial Analyst	1.00	1.00	1.00	-	1.00	1.00
EMT I - System Status	14.00	30.00	24.00	4.00	28.00	28.00
Paramedic I - System Status	38.00	40.00	37.00	4.00	41.00	41.00
Paramedic II (Level I) - PT	-	-	1.00	-	1.00	1.00
Paramedic - System Status	8.00	6.00	7.00	-	7.00	7.00
Paramedic 24/48	-	-	1.00	-	1.00	1.00
Paramedic - Part Time	-	-	1.00	-	1.00	1.00
Paramedic II (Level 2) - SS	4.00	6.00	4.00	-	4.00	4.00
EMT II - System Status	11.00	13.00	12.00	-	12.00	12.00
Paramedic II (Level I)	1.00	-	1.00	-	1.00	1.00
EMT II	9.00	5.00	5.00	-	5.00	5.00
EMT II - Part-Time	1.20	1.80	1.00	-	1.00	1.00
Financial Compliance Manager	1.00	1.00	1.00	-	1.00	1.00
Paramedic Trainee	-	-	5.00	-	5.00	5.00
Total Full-Time Equivalents (FTE)	145.80	161.40	164.60	8.00	172.60	172.60

<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 TENTATIVE BUDGET

## »» Office of Public Safety

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### Emergency Medical Services (135-185-526)

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Addition of eight positions to maintain current service levels and ensure adequate resources are available for the increased demand for services. The cost of the crew is net of an offsetting reduction in overtime.
3. Special day and extra shift stipends to incentivize staff to work extra shifts during critical staffing periods, in addition to costs associated with employee training and continuing education.
4. Inflationary costs associated with EMS contracts, medical supplies and equipment, and repair and maintenance for cardiac monitors.
5. In support of Strategic Initiative #2023-7 to promote opportunities for youth training and development, funding is included to support the County's partnership with Tallahassee Community College to offer a one-year EMT Certification Program to seniors on Godby High School's campus.

## LEON COUNTY FISCAL YEAR 2024 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 to provide medical care to sick, diseased and/or injured domestic animals.</li> <li>6. Participates in 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 2021 Actual	FY 2022 Actual	FY 2023 Estimates	FY 2024 Estimates
	Maintain customer complaint rate at 5 per 1,000 calls received <sup>1</sup> .	0.01	0.02	1.00	1.00
	Number of citations issued <sup>2</sup>	57	111	150	150
	Number of field service calls (service calls including follow-ups) <sup>3</sup>	3,597	4,126	4,000	4,000
	Return 7% of lost pets to their owners annually <sup>4</sup> .	21%	19%	7%	7%
	Reduce field impounds at the Animal Shelter by 3% annually <sup>5</sup> .	29%	-16%	3%	3%

## Notes:

1. As part of Leon LEADS Core Practices Initiative, a strong emphasis is placed on customer satisfaction training. The reclassification of an Administrative position to an Animal Control Officer position 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. Estimates are anticipated to increase due to lack of owner compliance.
3. After a decrease in FY 2021 due to the COVID-19 pandemic, field calls returned to pre-COVID-19 levels in FY 2022 and are anticipated to remain level in FY 2023 and FY 2024.
4. The division returned 19% of lost pets in the field in FY 2022. This is above the target of 7% and is directly related to owners utilizing microchips. The FY 2023 and FY 2024 estimates decrease as the number of animals impounded in the field is expected to decline.
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 491 field impounds in 2021 and 573 in 2022. The number is anticipated to remain constant in FY 2023 and FY 2024.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Public Safety

**Animal Control (140-201-562)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	469,934	513,420	523,624	-	523,624	539,417
Operating	1,247,209	1,380,812	1,426,871	11,354	1,438,225	1,485,829
Grants-in-Aid	71,250	71,250	71,250	-	71,250	71,250
Total Budgetary Costs	1,788,393	1,965,482	2,021,745	11,354	2,033,099	2,096,496

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
140 Municipal Service	1,788,393	1,965,482	2,021,745	11,354	2,033,099	2,096,496
Total Revenues	1,788,393	1,965,482	2,021,745	11,354	2,033,099	2,096,496

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Director of Animal Control	1.00	1.00	1.00	-	1.00	1.00
Sr Animal Control Officer	3.00	3.00	2.00	-	2.00	2.00
Animal Control Officer	3.00	3.00	4.00	-	4.00	4.00
Total Full-Time Equivalents (FTE)	7.00	7.00	7.00	-	7.00	7.00

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Contractual services for the County's share of the agreement with the City of Tallahassee for the Animal Shelter.
3. Other operating costs associated with required trainings, equipment, and supplies for Animal Control Officers.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

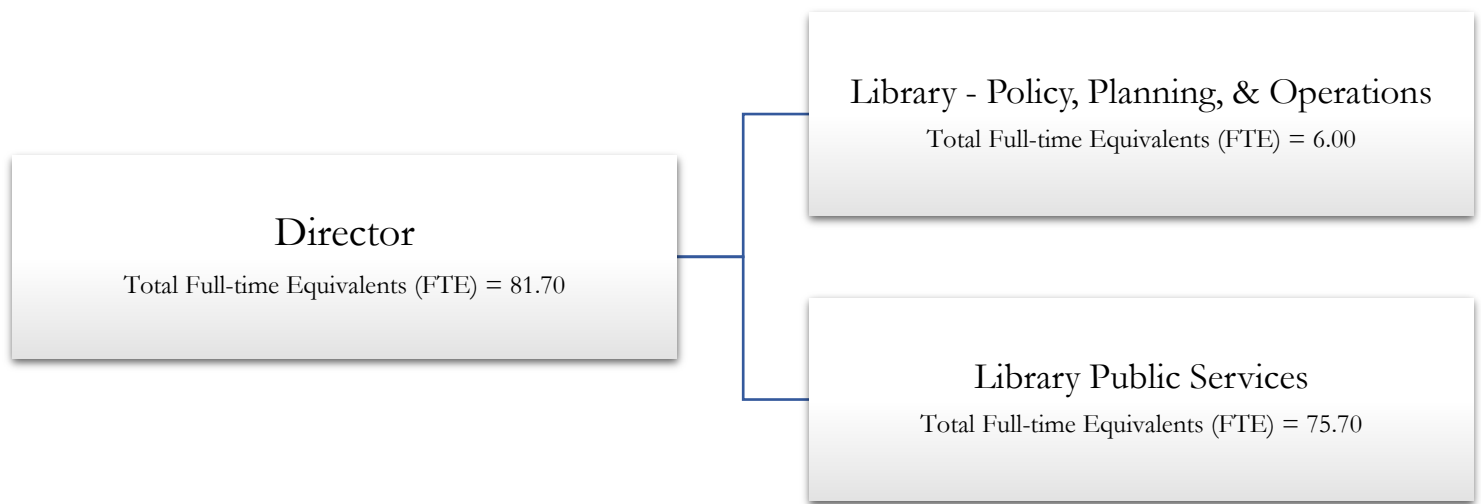
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# » Office of Library Services Organizational Chart

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## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Office of Library Services

## Executive Summary

The Office of Library Services section of the Leon County FY 2024 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 enhance and focus the Library's programs, services, and resources, staff across all locations were grouped into Focus Area teams to provide a whole-system approach to planning and implementing the ELI.

In the Fall of 2022, the Fully Booked project came to fruition with the opening of the first Wander & Wonder Trail at the Eastside Branch location around Pedrick Pond. The Wander & Wonder Trail is a story trail that encourages families to get active both in mind and body. The trail was created in partnership between Leon County Government, the Friends of the LeRoy Collins Leon County Public Library, and the Knight Creative Communities Institute. Two additional trails were opened at the Ft. Braden and Woodville Branches. The story trails have provided an interactive opportunity during school fields trips to the library to help encourage community members to visit and use their library.

Expanding and redefining partnerships has allowed the library to focus on needs of the community on a different level. Through Second Harvest, the Library now has five Summer BreakSpot locations that provide children a healthy snack or meal each day. Additionally, the Library is working with Leon County Schools Adult & Community Education (ACE) to help residents get their GED. Lastly, a unique program has been started to allow persons who are incarcerated in Federal Corrections Institution to check out books through the system.

The Library continued to provide unique programming for families to help encourage literacy skills and model literacy techniques. Hosted at all library locations, the Book Feast: Family STEM and Craft program series combined science, technology, engineering, and math (STEM) activities with food-related children's books to support K-12 students in developing core academic and learning success skills. To engage Leon County's teens, the Library redesigned the Gates Lab at the Main Library to provide a space that teens would feel excited to be in. With assistance from the Friends of the Library, two video game units were added, updated furniture was purchased, and the room was painted to give a pop of color. This space is also bookable for Homeschool or virtual school groups during school hours.

The Community Resource Specialist established regular open office hours at three library locations to meet one-on-one with patrons to assist with referrals and applications for social and government services. The Community Resource Specialist assisted patrons with food/SNAP benefits, Medicaid, Legal aid, employment, and government benefits.

**The Library Lecture Series carried the Essential Libraries Initiative** forward by using each Focus Area as a guiding theme for one lecture per year. Dr. Lakeisha Johnson presented *Windows, Mirrors, and Sliding Glass Doors: Utilizing Diverse Books* to provide caregivers with invaluable literacy tips. Maurice Johnson's *Hip-Hop: A Reflection of Society* was received with enthusiasm from the community. Panelists Dr. Andrea Oliver, Gloria Jefferson Anderson and Hunter Hill provided educational insight with *Emancipation Day: Where Do We Go from Here?*

## LEON COUNTY FISCAL YEAR 2024 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 through 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.) Facilitate discussions and resources related to topics that impact our community, such as cultural heritage month webpages, health literacy and mental health. (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. (Complete)
- 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. (Complete)
- i.) Developed the Library of Things to support a sustainable and shared environment. (Complete)

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Library Services

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	4,614,324	5,480,254	5,686,164	-	5,686,164	5,862,490
Operating	610,618	700,240	750,790	-	750,790	758,827
Capital Outlay	467,027	538,325	503,325	17,868	521,193	526,913
Total Budgetary Costs	5,691,969	6,718,819	6,940,279	17,868	6,958,147	7,148,230

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Library Services	5,691,969	6,718,819	6,940,279	17,868	6,958,147	7,148,230
Total Budget	5,691,969	6,718,819	6,940,279	17,868	6,958,147	7,148,230

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	5,691,969	6,718,819	6,940,279	17,868	6,958,147	7,148,230
Total Revenues	5,691,969	6,718,819	6,940,279	17,868	6,958,147	7,148,230

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Library Services	87.70	85.70	81.70	-	81.70	81.70
Total Full-Time Equivalents (FTE)	87.70	85.70	81.70	-	81.70	81.70

<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 TENTATIVE BUDGET

## »» Office of Library Services

## Library Services Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	4,614,324	5,480,254	5,686,164	-	5,686,164	5,862,490
Operating	610,618	700,240	750,790	-	750,790	758,827
Capital Outlay	467,027	538,325	503,325	17,868	521,193	526,913
Total Budgetary Costs	5,691,969	6,718,819	6,940,279	17,868	6,958,147	7,148,230

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Lib - Policy, Planning, & Operations (001-240-571)	791,391	965,666	778,926	-	778,926	798,131
Library Public Services (001-241-571)	4,900,578	5,753,153	6,161,353	17,868	6,179,221	6,350,099
Total Budget	5,691,969	6,718,819	6,940,279	17,868	6,958,147	7,148,230

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	5,691,969	6,718,819	6,940,279	17,868	6,958,147	7,148,230
Total Revenues	5,691,969	6,718,819	6,940,279	17,868	6,958,147	7,148,230

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Lib - Policy, Planning, & Operations	9.00	9.00	6.00	-	6.00	6.00
Library Public Services	78.70	76.70	75.70	-	75.70	75.70
Total Full-Time Equivalents (FTE)	87.70	85.70	81.70	-	81.70	81.70








<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 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












<b>Benchmarking</b>			
<b>Strategic Priorities</b>	<b>Benchmark Data<sup>1</sup></b>	<b>Leon County</b>	<b>Benchmark</b>
	Cost Per Capita	\$19.68	17 <sup>th</sup> out of 30
	Materials Expenditures Per Capita	\$1.56	23 <sup>rd</sup> out of 30
	Circulation Items Per Capita	5.05	4 <sup>th</sup> out of 30
	Square feet Per Capita (State Standard 0.6 sf)	0.53	9 <sup>th</sup> out of 30
	Children's Circulation Per Capita	1.98	2 <sup>nd</sup> out of 29
	Population Per Full-Time Equivalent	0.34/1000	7 <sup>th</sup> out of 30
	Percent of Population with Library Cards	44.7%	15 <sup>th</sup> out of 30

Benchmark Source:

1. State Library of Florida, Annual Public Library Statistics and Ranking Tables 2021 (most current vetted information) for libraries with service population 100,001 -750,000.

# »» Office of Library Services

## Library Services – (001-240-241,571)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Number of total Library visits <sup>1</sup>	886,117	1,132,588	1,114,578	1,100,000
	Number of items in Library Collection <sup>2</sup>	461,986	419,682	425,000	435,000
	Number of total Material Circulation <sup>3</sup>	1,393,773	1,361,623	1,350,000	1,375,000
	Number of total computer sessions <sup>4</sup>	129,790	216,016	190,000	192,000
	Number of Community Resources Specialist Engagements <sup>5</sup>	N/A	N/A	602	650
	Number of users receiving technology and digital literacy instruction <sup>6</sup>	906	966	4,600	5,000
	Number of Library programs held <sup>7</sup>	1,354	1,759	1,988	1,600
	Number of Library program attendees <sup>7</sup>	38,746	37,053	39,682	38,000
	Library Cardholders <sup>8</sup>	134,709	142,664	152,000	160,000
	Followers on Social Media <sup>9</sup>	10,086	10,586	12,500	14,000
	Number of K-12 students receiving homework and reading help <sup>10</sup>	80	985	455	500

### Notes:

- The total number of library visits includes door counts (in-person visits), curbside service, and website visits. Digital access accounted for 54% of total “visits” in FY 2023 as many patrons access the library through the online catalog or apps.
- Along with print material, the library collection is showing a steady increase with non-traditional items that are meeting the needs of the community such as hotspots and chromebooks. The Library is constantly reviewing materials and circulation statistics to ensure the collection is current and mirrors the community. The digital collection includes downloadable materials; Kanopy, Overdrive, Flipster Baker & Taylor audiobooks, and eBooks.
- 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 (Library of Things, Seed Library, hotspots, telescopes, laptops, disc-rdr).
- In FY 2022, the computers in the adult section were reconfigured to create a more relaxing and independent working environment. The space change provided more privacy when working on the public computers and allowed 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 use is projected to decrease from FY 2022, however still a significant increase from FY 2021 due to sustained remote work opportunities. Public internet access remains an essential part of the library’s services.
- This is a new performance measure. The Community Resources Specialist connects people with available social services; these services include housing, childcare, workforce development, legal aid, food insecurity, and utility assistance. Additionally, the Community Resources Specialist assists with programming and has organized Lawyers in the Library and the Kids Café Program.
- PUniversal Class and Learning Express are online platforms that offer a large variety of online instructional lessons to library card holders, these platforms have been included in FY 2023 and FY 2024 estimates. Prior year data only captured the assistance from Library staff to patrons at computers with questions from basic computing to formatting Excel spreadsheets.
- The number of programs held has grown by 13% and attendance has increased by 7% in FY 2023, this includes both in-person and virtual events. For FY 2024, the Library has set a goal of 1,600 programs; 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 annually to determine their validity.
- The number of cardholders shows a steady increase due to additional community outreach.
- Includes Facebook and Instagram followers, and MeetUp group members. The estimates for FY 2023 and FY 2024 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. Though Homework Hub marketing increased, the number of participants for in-person tutoring dropped significantly. Homework Hub volunteer numbers have also decreased in the last fiscal year. Staff are assessing ways to increase engagement and usage by exploring alternative locations and times.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Library Services

## Library Services - Lib - Policy, Planning, &amp; Operations (001-240-571)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	612,608	707,799	555,542	-	555,542	571,529
Operating	178,783	257,867	223,384	-	223,384	226,602
Total Budgetary Costs	791,391	965,666	778,926	-	778,926	798,131
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	791,391	965,666	778,926	-	778,926	798,131
Total Revenues	791,391	965,666	778,926	-	778,926	798,131
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Library Director	1.00	1.00	1.00	-	1.00	1.00
Innovation Officer	1.00	1.00	1.00	-	1.00	1.00
Community Resources Specialist	-	-	1.00	-	1.00	1.00
Library Services Coordinator	1.00	1.00	-	-	-	-
Apps Systems Analyst II	1.00	-	-	-	-	-
Graphic Design Specialist	1.00	1.00	-	-	-	-
Information Professional	1.00	2.00	-	-	-	-
Library Services Manager	-	-	1.00	-	1.00	1.00
Sr. Administrative Associate	2.00	2.00	1.00	-	1.00	1.00
Sr. Administrative Associate II	-	-	1.00	-	1.00	1.00
Grants & Contracts Specialist	1.00	1.00	-	-	-	-
Total Full-Time Equivalents (FTE)	9.00	9.00	6.00	-	6.00	6.00

The major variances for the FY 2024 Library Services budget are as follows:

## Decreases to Program Funding:

1. To better align the County media coordination and events, the Graphic Design Specialist has been realigned to Community and Media Relations.
2. For organizational efficiencies, two Information Professional positions and the Library Services Coordinator have been realigned to Library Public Services.

## 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. These increases are offset by a decrease in workers compensation costs.
2. For organizational efficiencies, the Community Resource Specialist was realigned from Library Public Services to Library Policy, Planning, & Operations.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Library Services

## Library Services - Library Public Services (001-241-571)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	4,001,716	4,772,455	5,130,622	-	5,130,622	5,290,961
Operating	431,835	442,373	527,406	-	527,406	532,225
Capital Outlay	467,027	538,325	503,325	17,868	521,193	526,913
Total Budgetary Costs	4,900,578	5,753,153	6,161,353	17,868	6,179,221	6,350,999

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	4,900,578	5,753,153	6,161,353	17,868	6,179,221	6,350,999
Total Revenues	4,900,578	5,753,153	6,161,353	17,868	6,179,221	6,350,999

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Library Special Services Coordinator	4.00	4.00	4.00	-	4.00	4.00
Library Services Coordinator	8.00	8.00	9.00	-	9.00	9.00
Apps Systems Analyst II	-	1.00	1.00	-	1.00	1.00
Library Services Assistant II	14.00	15.00	15.00	-	15.00	15.00
Courier	1.00	1.00	1.00	-	1.00	1.00
Information Professional	14.00	14.00	15.00	-	15.00	15.00
Sr. Library Serv Specialist	4.00	4.00	4.00	-	4.00	4.00
Library Services Specialist	16.00	16.00	13.00	-	13.00	13.00
Library Services Manager	2.00	2.00	2.00	-	2.00	2.00
Information Professional-Community Outreach	1.00	-	1.00	-	1.00	1.00
Community Resources Specialist	1.00	1.00	-	-	-	-
Library Services Specialist - PT	0.50	0.50	0.50	-	0.50	0.50
Library Services Assistant II	4.20	2.70	2.20	-	2.20	2.20
Library Services Assistant I	9.00	7.50	8.00	-	8.00	8.00
Total Full-Time Equivalents (FTE)	78.70	76.70	75.70	-	75.70	75.70

<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 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%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Inflationary costs associated with the renewal of newspaper contracts and a language subscription service that gives access to over 70 languages and dialects as well as courses for English Learners.
3. For organizational efficiencies, the Library Services Coordinator was realigned from Library Policy, Planning, & Operations to Library Public Service, two Information Professional positions have been realigned to Library Public Services, with one being reclassified to an Information Professional - Community Outreach.

## 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 2024, two Library Service Specialist vacancies at the Library have been eliminated. This reduction offsets the addition of two Park Attendant III positions to Parks and Recreation. Additionally, a Library Services Specialist has been realigned to Community and Media Relations.
2. Community Resources Specialist realigned to Library Policy, Planning, & Operations.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# »» Office of Intervention & Detention Alternatives Index

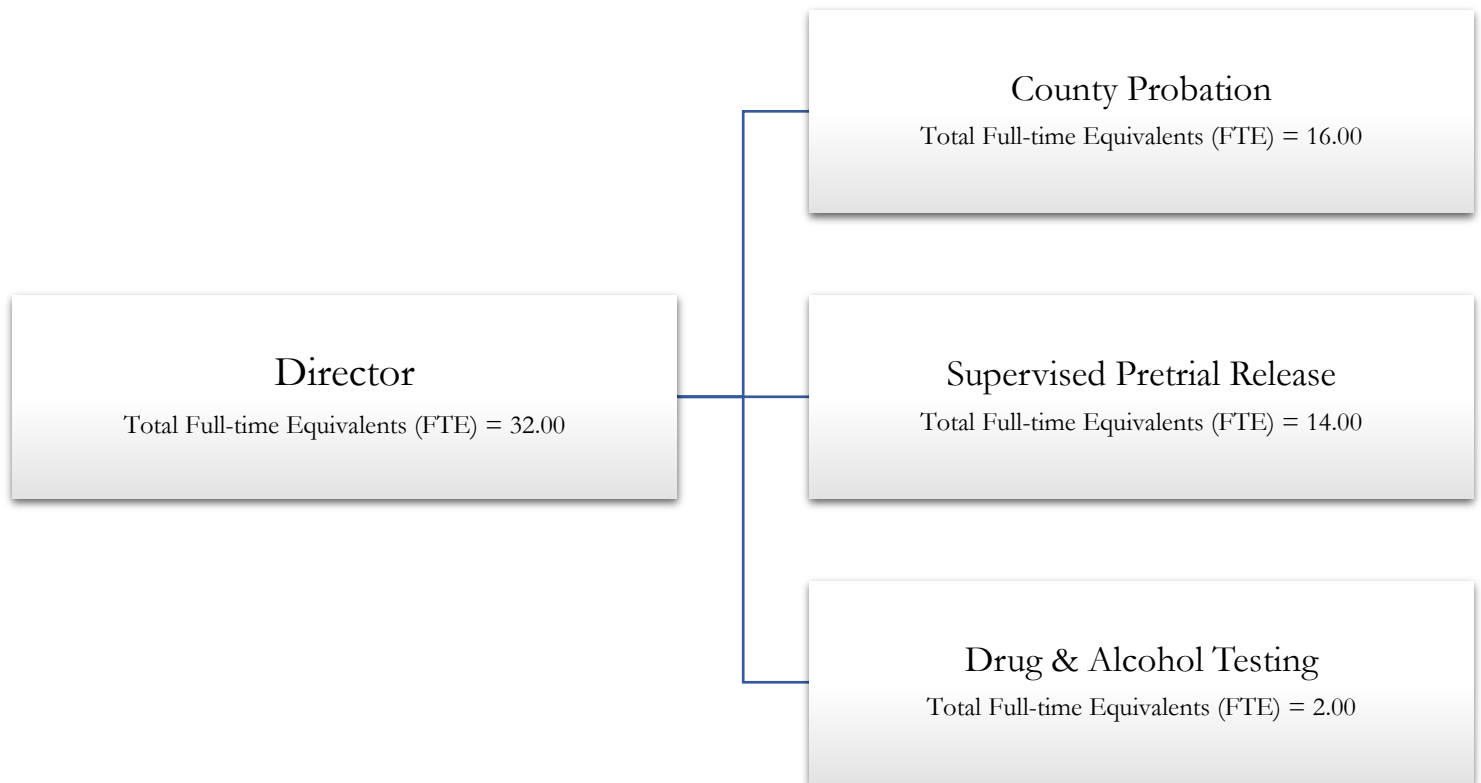
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LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# »» Office of Intervention & Detention Alternatives Organizational Chart

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## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Office Intervention & Detention Alternatives Executive Summary

The Office of Intervention & Detention Alternatives section of the Leon County FY 2024 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, Domestic Violence Coordinating Council, 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 (LRMF). 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 LRMF 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 courts. In 2019, the Chief Judge issued Administrative Order 2019-06 which serves as a guiding document for the SPTR to ensure consistent, objective application of criteria when considering a defendant's eligibility for pretrial release and the appropriate conditions of release. The new administrative order was designed to reduce the number of people who remain in custody due to an inability to post bond. In FY 2022, the Board approved the addition of two Probation/Pretrial Officers to maintain appropriate officer-to-offender ratio following a 44% increase in the number of individuals supervised monthly.

The Office of Intervention and Detention Alternatives is partnered with the Leon County Sheriff's Office (LCSO) to refer pretrial defendants and probation offenders seeking employment to the Re-Entry Innovative Services Empowerment (RISE) Center for assistance with job placement. Through its All-In Business Pledge and 1,000 Jobs for Youth Initiatives LSCO has developed relationships with local employers committed to hiring individuals who are or have been involved in the criminal justice system. The partnership is beneficial to community supervision clients, employers, and the community in multiple aspects: 1) local employers are able to expand their talent pipelines receiving direct referrals of potential employment candidates; 2) individuals with employment barriers such as a criminal record are connected to employers who have committed to employing them; and 3) positive impacts on the community as studies have shown that employment reduces recidivism.

With funds allocated through the Dori Slosberg Fund, a total of 530 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 88% of the student participants.

## LEON COUNTY FISCAL YEAR 2024 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. (In Progress)
- e.) Redeveloped the client self-assessment for essential life services and referrals to community agencies for identified service(s). (In Progress)
- f.) Assisting post-graduate class at FSU's Reuben O.D. Askew School of Public Administration & Policy in a project exploring alternatives to incarceration. (In Progress)

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »»» Office of Intervention &amp; Detention Alternatives

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	2,320,431	2,730,712	2,737,550	-	2,737,550	2,823,039
Operating	634,485	854,475	855,426	-	855,426	855,426
Grants-in-Aid	247,759	247,759	247,759	-	247,759	247,759
Total Budgetary Costs	3,202,675	3,832,946	3,840,735	-	3,840,735	3,926,224

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
County Probation	1,468,172	1,748,825	1,759,163	-	1,759,163	1,802,845
Supervised Pretrial Release	1,590,324	1,887,069	1,897,125	-	1,897,125	1,934,830
Drug & Alcohol Testing	144,179	197,052	184,447	-	184,447	188,549
Total Budget	3,202,675	3,832,946	3,840,735	-	3,840,735	3,926,224

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	247,759	247,759	247,759	-	247,759	247,759
110 Fine and Forfeiture	-	100,000	100,000	-	100,000	100,000
111 Probation Services	2,954,916	3,485,187	3,492,976	-	3,492,976	3,578,465
Total Revenues	3,202,675	3,832,946	3,840,735	-	3,840,735	3,926,224

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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	16.00	16.00	16.00	-	16.00	16.00
Total Full-Time Equivalents (FTE)	34.00	34.00	34.00	-	34.00	34.00

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Intervention &amp; Detention Alternatives

## County Probation Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,194,637	1,360,901	1,371,368	-	1,371,368	1,415,050
Operating	25,776	140,165	140,036	-	140,036	140,036
Grants-in-Aid	247,759	247,759	247,759	-	247,759	247,759
Total Budgetary Costs	1,468,172	1,748,825	1,759,163	-	1,759,163	1,802,845

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
County Probation (111-542-523)	1,220,413	1,401,066	1,411,404	-	1,411,404	1,455,086
Diversionary Programs (110-508-569)	-	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	1,468,172	1,748,825	1,759,163	-	1,759,163	1,802,845

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	247,759	247,759	247,759	-	247,759	247,759
110 Fine and Forfeiture	-	100,000	100,000	-	100,000	100,000
111 Probation Services	1,220,413	1,401,066	1,411,404	-	1,411,404	1,455,086
Total Revenues	1,468,172	1,748,825	1,759,163	-	1,759,163	1,802,845

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 TENTATIVE BUDGET

## »»» Office of Intervention &amp; Detention Alternatives

## County Probation - Line Item - Detention/Correction (001-888-523)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 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 2024 TENTATIVE BUDGET

## »» Office of Intervention &amp; Detention Alternatives

## County Probation - Diversionary Programs (110-508-569)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	-	100,000	100,000	-	100,000	100,000
Total Budgetary Costs	-	100,000	100,000	-	100,000	100,000
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
110 Fine and Forfeiture	-	100,000	100,000	-	100,000	100,000
Total Revenues	-	100,000	100,000	-	100,000	100,000

The FY 2024 Diversionary Program budget is recommended at the same funding level as the previous fiscal year. The Public Safety Coordinating Council (PSCC) continues the partnership with the City of Tallahassee in funding the Landlord Risk Mitigation Fund (LRMF). The LRMF increases accessibility to affordable housing for individuals returning to the community from incarceration, which is proven to reduce recidivism and enhance public safety. In addition to the LRMF, the PSCC continues to evaluate programs that aid in the alleviation of the detention facility population.




## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET






## »» Office of Intervention & 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 probation offenders' compliance with court ordered sentencing conditions, such as abstinence from alcohol or illegal drugs via alcohol tests or urinalysis testing, batterer's intervention program, DUI School, anger management, electronic monitoring via Global Positioning Satellite (GPS) or Secure Continuous Remote Alcohol Monitoring (SCRAM).</li> <li>Submit timely notifications to the courts of the offender's non-compliance with court-ordered conditions through Violation of Probation Affidavits to ensure jurisdiction is maintained by the court.</li> <li>Utilize Technical Violation Notifications to notify the court of non-compliance with court-ordered conditions for technical violations when possible without jeopardizing jurisdiction or public safety.</li> <li>Attend court hearings to provide updates to the judge on the offender's status with court ordered conditions and make recommendations regarding sanctions to be imposed when offenders are in violation.</li> <li>Submit proper documentation to the Court and/or Clerk of Court upon the offender successfully completing all court-ordered conditions.</li> <li>Administer Community Service and County Work Programs which provide post-sentence alternatives to incarceration and assist in managing the detention facility population.</li> <li>Refer probation offenders to community agencies for assistance with housing, transportation, employment placement assistance, food insecurities, etc. as requested through the voluntary Human Services Self-Assessment Questionnaire to promote the offender's successful reentry into the community.</li> <li>Collaborate with criminal justice and community partners to enhance case management efforts for defendants experiencing mental illness, substance use disorders, and/or homelessness to improve supervision outcomes.</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.	0.88	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 2021 Actual	FY 2022 Actual	FY 2023 Estimates <sup>1</sup>	FY 2024 Estimates <sup>2</sup>
	Average End of Month number of hours per case, per Probation Officer. <sup>1</sup>	1.02	0.76	1.06	0.98
	Utilize intervention strategies to minimize technical violations to no more than 20% of the total supervised. <sup>2</sup>	16%	24%	28%	26%
	Schedule Work Program participants to defer Division of Operations labor costs by no less than \$10K annually (based upon min. wage only). <sup>3</sup>	\$1,573	\$16,630	\$10,716	\$6,430
	Monitor participants to ensure they complete no less than 70% of the court ordered Work Program days assigned. <sup>4</sup>	71%	78%	68%	68%
	Schedule community service participants to ensure the equivalent of no less than 10 FTE's available to Non-Profit Agencies. <sup>5</sup>	9	15	15	15

Notes:

- The Division estimates a 39% increase in the number of hours per case per Probation/Pretrial Officer in FY 2023 estimates compared to FY 2022 actuals due to an estimated 33% decrease in the new probation assignments.
- The Division anticipates a 4% increase in the number of technical violations in FY 2023 estimates compared to FY 2022 actuals due to a 12% decrease in the total number of individuals supervised while the number of violations increased by 1%.
- The Division anticipates a 36% decrease in the Division of Operations labor costs in FY 2023 compared to FY 2022 actuals due to an estimated 30% decrease in the number of work program day assignments and an increase in the hourly minimum wage.
- A review of current sentencing trends and court ordered conditions reflects an increased use of the State Attorney's Diversion Programs and community service assignments and a decrease in the number of defendants assigned to the County's Work Program. The FY 2024 estimates are based on the current 40% increase in community service hours assigned and completed.
- The Division anticipates the number of full-time equivalents (FTE) available to non-profits through community services hours in FY 2023 will remain consistent with FY 2022 actuals based upon court ordered sentencing.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Intervention &amp; Detention Alternatives

## County Probation - County Probation (111-542-523)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,194,637	1,360,901	1,371,368	-	1,371,368	1,415,050
Operating	25,776	40,165	40,036	-	40,036	40,036
Total Budgetary Costs	1,220,413	1,401,066	1,411,404	-	1,411,404	1,455,086
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
111 Probation Services	1,220,413	1,401,066	1,411,404	-	1,411,404	1,455,086
Total Revenues	1,220,413	1,401,066	1,411,404	-	1,411,404	1,455,086
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Director Off of Intervention & Detention Alternatives	1.00	1.00	1.00	-	1.00	1.00
Probation/Pretrial Officer I	1.00	2.00	1.00	-	1.00	1.00
Community Services & Support Coordinator	1.00	1.00	1.00	-	1.00	1.00
Probation/Pretrial Officer II	6.00	5.00	6.00	-	6.00	6.00
Sr. 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 Equivalentents (FTE)	16.00	16.00	16.00	-	16.00	16.00

The major variances for the FY 2024 County Probation budget are as follows:

## Decreases to Program Funding:

1. Staff turnover causes fluctuations with salary and healthcare selection. This decrease is offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Intervention &amp; Detention Alternatives

## Supervised Pretrial Release Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,018,235	1,224,289	1,233,465	-	1,233,465	1,271,170
Operating	572,089	662,780	663,660	-	663,660	663,660
Total Budgetary Costs	1,590,324	1,887,069	1,897,125	-	1,897,125	1,934,830

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Pretrial Release (111-544-523)	1,590,324	1,887,069	1,897,125	-	1,897,125	1,934,830
Total Budget	1,590,324	1,887,069	1,897,125	-	1,897,125	1,934,830

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
111 Probation Services	1,590,324	1,887,069	1,897,125	-	1,897,125	1,934,830
Total Revenues	1,590,324	1,887,069	1,897,125	-	1,897,125	1,934,830


<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Pretrial Release	16.00	16.00	16.00	-	16.00	16.00
Total Full-Time Equivalent (FTE)	16.00	16.00	16.00	-	16.00	16.00

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET





## »» Office of Intervention &amp; 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>Pursuant to Administrative Order 2019-05, a Probation/Pretrial Officer is on duty 24/7 to complete interviews and risk assessments for arrestees booked in the Leon County Detention Facility to determine eligibility for non-monetary release prior to First Appearance. Interviews and risk assessments are provided to the Court to assist in the first appearance judge's decisions regarding release and conditions.</li> <li>Compile a summary of defendant's criminal record through the Florida Crime Information Center (FCIC) and National Crime Information Center (NCIC) including information on pending criminal cases and/or pre- or post-sentence court-ordered community supervision. Information is provided to the first appearance judge, prosecution, and defense counsel to assist in release decisions and conditions of release.</li> <li>Attend first appearance hearings to inform the court of specific factors such as pending criminal cases and/or community supervision as well as provide information on available services for monitoring defendants in the community.</li> <li>Supervise and monitor defendants' court ordered conditions of release such as weekly/monthly in-person or telephonic appointments, abstinence from alcohol or illegal drugs via alcohol tests or urinalysis testing, electronic monitoring via Global Positioning Satellite (GPS) or Secure Continuous Remote Alcohol Monitoring (SCRAM).</li> <li>Assist contracted vendor in monitoring defendants' Global Positioning Satellite (GPS) units, providing 24/7 responses to high priority system alerts for equipment tampering, zone or curfew violations, or other technical issues by instructing the defendant on corrective actions to resolve issues. If warranted, notifying law enforcement, victims, and courts of non-compliance.</li> <li>Monitor defendant's 24/7 compliance with alcohol abstinence through transdermal detection via Secure Continuous Remote Alcohol Monitoring (SCRAM).</li> <li>Submit prompt and timely notifications of defendant's non-compliance with court ordered conditions.</li> <li>Refer pretrial defendants to community agencies for assistance with housing, transportation, employment placement assistance, food insecurities, etc. as requested through the voluntary Human Services Self-Assessment questionnaire to promote the defendant's successful reentry into the community.</li> <li>Collaborate with criminal justice and community partners to enhance case management efforts for defendants experiencing mental illness, substance use disorders, and/or homelessness to improve supervision outcomes.</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.	0.90	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 2021 Actual</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Estimate</b>	<b>FY 2024 Estimate</b>
	Average End of Month number of hours per case, per Pretrial Officer <sup>1</sup>	0.78	0.93	1.01	0.95
	Utilize intervention strategies to minimize technical violations (OTSC) to no more than 20% of the total supervised <sup>2</sup>	16%	17%	15%	16%
	Utilize intervention strategies to ensure no fewer than 70% of defendants supervised successfully complete pretrial <sup>3</sup>	66%	66%	69%	67%
	Divert jail operating costs by no less than \$30 million by promoting and utilizing supervised pretrial alternatives <sup>4</sup>	\$37.1	\$30.3	\$35.7	\$39.3

Notes:

- The Division estimates an increase in the number of hours per case per Probation/Pretrial Officer in FY 2023 and FY 2024 due to a decrease in new assignments.
- The Division anticipates a slight decrease in the number of Orders to Show Cause issued by the Courts for technical violations in FY 2023 and FY 2024 due to the implementation of enhanced supervision efforts for unsheltered defendants through collaborations with criminal justice and community partners after observing increased violations due to defendants not reporting.
- The Division anticipates an increase in the number of successful completions in FY 2023 and a slight decrease in FY 2024 due to continued efforts to address non-compliance through Technical Violation Notifications to minimize the submission of Orders to Show Cause to the courts.
- The Division anticipates an increase in the operating costs diverted from the Leon County Detention Facility in FY 2023 and FY 2024 due to an increase in the average daily jail bed costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Intervention &amp; Detention Alternatives

## Supervised Pretrial Release - Pretrial Release (111-544-523)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,018,235	1,224,289	1,233,465	-	1,233,465	1,271,170
Operating	572,089	662,780	663,660	-	663,660	663,660
Total Budgetary Costs	1,590,324	1,887,069	1,897,125	-	1,897,125	1,934,830
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
111 Probation Services	1,590,324	1,887,069	1,897,125	-	1,897,125	1,934,830
Total Revenues	1,590,324	1,887,069	1,897,125	-	1,897,125	1,934,830
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Pre-Trial Supervisor	1.00	1.00	1.00	-	1.00	1.00
Probation/Pretrial Officer I	2.00	2.00	1.00	-	1.00	1.00
Probation/Pretrial Officer II	8.00	8.00	9.00	-	9.00	9.00
Sr. 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)	16.00	16.00	16.00	-	16.00	16.00

The major variances for the FY 2024 Pretrial Release budget are as follows:

## Decreases to Program Funding:







1. Nominal decline in personnel costs due to staff turnover which causes fluctuations with salary and healthcare benefits. This decrease is offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 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 pre-sentence defendants and probation offenders with court ordered conditions of abstinence from alcohol, illegal drugs, or non-prescribed medications.</li> <li>2. Ensure division staff are trained and certified to perform DOT urinalysis collection and alcohol breath tests.</li> <li>3. Administer Department of Transportation (DOT) urinalysis collection and alcohol breath tests to County employees for Commercial Drivers' License (CDL), post-accident, return to duty, and reasonable suspicion referrals.</li> <li>4. Administer pre-employment urinalysis tests to individuals referred by Leon County Department of Human Resources and local constitutional offices 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 testing within 24 hours of collection and provide confirmatory test results to referring agency within 48 hours of receipt.</li> <li>7. 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 Drug-Free Workplace Act 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 2021 Actual	FY 2022 Actual	FY 2023 Estimates	FY 2024 Estimates
	Number of alcohol tests administered annually to court ordered defendants <sup>1</sup>	6,820	10,984	9,244	10,958
	Number of urinalysis tests administered annually to court ordered defendants <sup>2</sup>	8,657	17,619	14,980	17,205
	Number of urinalysis collections performed annually for other agencies <sup>3</sup>	88	205	259	250
	Number of DOT tests administered annually <sup>4</sup>	96	102	95	99
	Fees collected for alcohol tests <sup>5</sup>	\$56,719	\$68,085*	\$45,824	\$59,403
	Fees collected for urinalysis tests <sup>6</sup>	\$80,455	\$173,589	\$143,724	\$147,381

## Notes:

1. The Division anticipates a slight decrease in FY 2023 estimates compared to FY 2022 actuals as the Courts temporarily shifted to a private service provider to administer alcohol testing for Veterans' Treatment Courts. The FY 2024 estimates are based upon the anticipated renewal of the County's contract with the Courts to resume testing for all specialty courts.
2. As noted above, the data reflects a slight decrease from the prior year based upon the Courts temporary use of a different service provider. Based upon the anticipated new contract with the Courts to provide testing for all specialty courts, the FY 2024 estimates will be more reflective of FY 2022 actuals.
3. The Division anticipates a 26% increase in the number of urinalysis tests administered for other agencies in FY 2023 estimates compared to FY 2022 actuals due to an estimated 9% increase in court-ordered testing for surrounding jurisdictions and a 6% increase in the number of pre-employment related testing.
4. Based upon the organization's position vacancies in FY 2023, fewer DOT tests will be required. Risk Management monitors and schedules DOT testing in compliance with federal regulations.
5. In 2024, the Division anticipates 36% of the division's operating expenses being offset by Court Administration funding costs for related testing expenses to administer substance testing to specialty court participants in addition to funding 1 FTE (approximately \$64,000) to maintain services levels with no additional FTE in the division budget.
6. In 2024, the Division anticipates 36% of the division's operating expenses being offset by Court Administration funding costs for related testing expenses to administer substance testing to specialty court participants in addition to funding 1 FTE (approximately \$64,000) to maintain services levels with no additional FTE in the division budget.

\*FY 2022 alcohol testing fees totals corrected to reflect \$68,085 inclusive of alcohol testing fees and SCRAM user fees.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Intervention &amp; Detention Alternatives

**Drug & Alcohol Testing (111-599-523)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	107,559	145,522	132,717	-	132,717	136,819
Operating	36,620	51,530	51,730	-	51,730	51,730
Total Budgetary Costs	144,179	197,052	184,447	-	184,447	188,549
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
111 Probation Services	144,179	197,052	184,447	-	184,447	188,549
Total Revenues	144,179	197,052	184,447	-	184,447	188,549
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 Drug & Alcohol Testing 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

**»» Office of Human Services & Community Partnerships  
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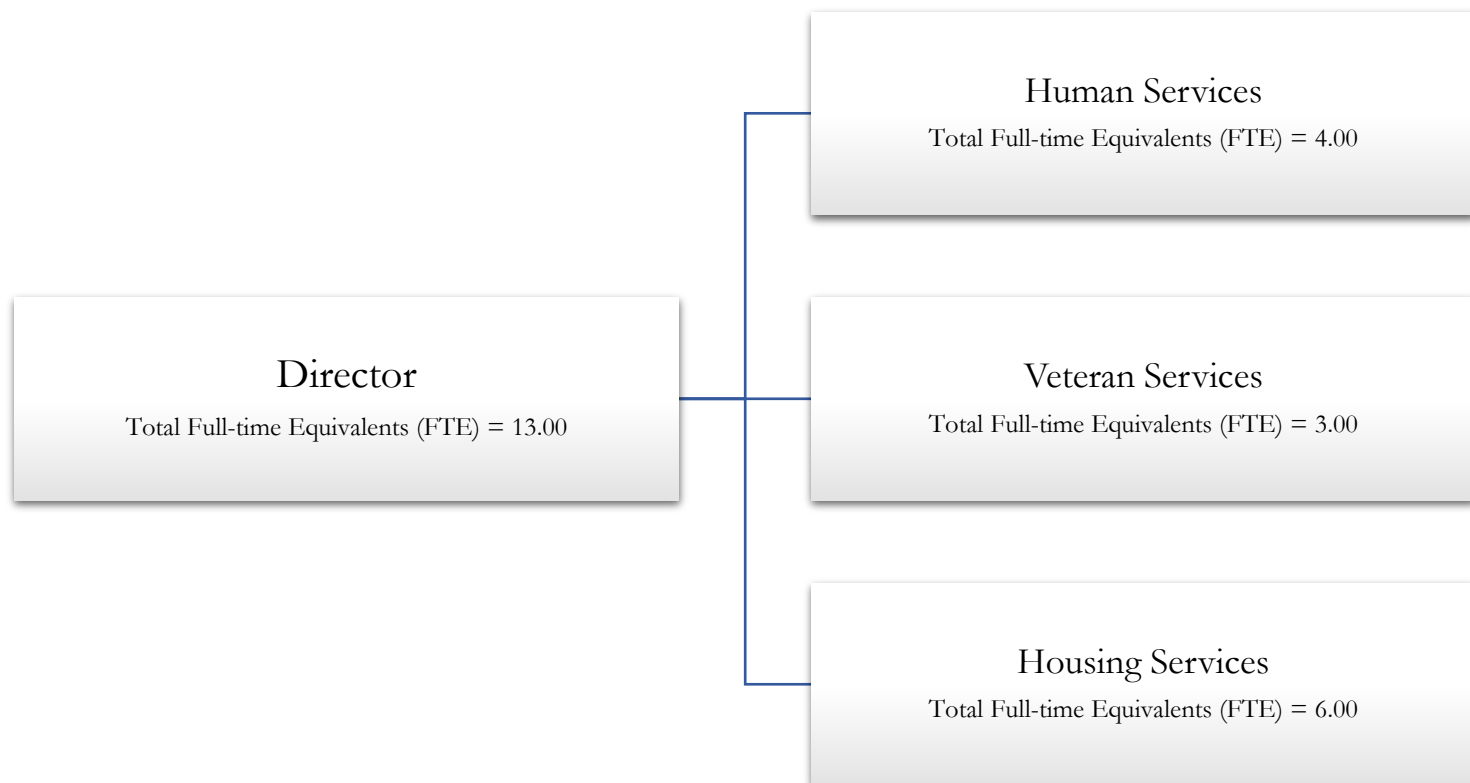
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LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# »» Office of Human Services & Community Partnerships Organizational Chart

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## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Office Human Services & Community Partnerships Executive Summary

The Office of Human Services and Community Partnerships section of the Leon County FY 2024 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 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, and emergency repair services to the citizens of Leon County. Fourteen (14) households were assisted in addressing critical repairs to their homes. The Division finalized applications submitted for the federally funded Leon CARES Relocation Program (Relocation Program) to provide financial support to households throughout Leon County that were either homeless or seeking new rental housing. The Relocation Program aided with security deposit costs, three months of prospective rent, utility hook-up fees, and temporary hotel stay. An Affordable Housing Coordinator was established to enhance services to program participants, contractors and developers throughout the application and case management process. The Housing Services Division continues to explore policies to increase the stock of affordable housing throughout Leon County.

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 the Direct Emergency Assistance Program and the Indigent Cremation and Burial Program. The division is also responsible for overseeing the County's participation in the Community Human Service Partnership (CHSP) program, allocating a combined \$5.5 million in partnership with the City to continue providing funding to more than 50 non-profit human service agencies. To further the County's initiative on homelessness, the Human Services Division held Homeless Workshop with updates and recommendation to build on the County's effort to reduce homelessness through partnerships, enhanced policies, and increased investments.

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. Primary Healthcare administers funding for Medicaid, Child Protection Exams, Baker Act, Marchman Act, and Tubercular Care. In addition, the 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. The Division continues to support primary healthcare providers to ensure access to affordable healthcare for low-income residents.

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 120 StarMetro Bus passes were provided, totaling 4,200 trips for low income and disabled veterans. The division facilitated claim actions that resulted in Leon County veterans receiving more than \$30 million in benefits. Additionally, over 5,000 benefit counseling contracts were completed for veterans and their dependents.

## LEON COUNTY FISCAL YEAR 2024 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

#### 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



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

#### ECONOMY

1. (EC2) Partner with the City of Tallahassee, Capital City Chamber of Commerce, and local stakeholders to spur economic growth and financial security in the neighborhoods that have historically experienced poverty and racial inequity through initiatives including Bank on Tallahassee. (2023-3)

#### QUALITY OF LIFE

1. (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)
2. (Q4) In coordination with the Leon County Health Department, work to identify an operator for a local Syringe Exchange Program. (2022-25)

3. (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)
4. (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)
5. (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)
7. (Q4) Continue to explore policies such as inclusionary housing and mixed housing developments to increase the stock of affordable housing throughout Leon County. (2023-9)
8. (Q4) Work with the City of Tallahassee, Big Bend Continuum of Care, Kearney Center, and other local stakeholders to enhance engagement and awareness of resources available for individuals and families experiencing homelessness in order to support safe, stable, and inclusive neighborhoods. (2022-33)
9. (Q4) Evaluate the reimbursement structure of the Leon County Health Care Program to better reflect the cost for diagnostic and ancillary costs such as laboratory and X-ray services and ensure continued access to affordable health care for low-income individuals and families. (2023-12)
10. (Q4) Enhance the partnership with Capital Area Healthy Start Coalition, Inc. to implement its Service Delivery Plan to improve women and children’s health and health care access in Leon County. (2023-13)
11. (Q4) Partner with the Children’s Services Council to address Black maternal and children’s health through the coordination of data sharing, collaboration with partners on available community resources, and opportunities to maximize investment in outreach and awareness to improve health outcomes. (2023-15)
12. (Q4, Q5) Work with the City of Tallahassee, Big Bend Continuum of Care, and street outreach teams to develop corridor plans for North Monroe, Downtown, and Pensacola Street for outreach to unsheltered homeless individuals and to engage residents and businesses to address community aesthetics and neighborhood safety along the corridors. (2023-17)
13. (Q4) Continue to leverage County funding in partnership with local stakeholders to secure state and federal funding to build affordable rental housing for very low- and low-income families. (2023-18)
14. (Q4) Leverage federal funding and relationships with local service providers to increase the number of temporary/transitional housing beds available to those experiencing homelessness. (2023-19)

## ACTIONS

### ECONOMY

1. a.) Host Financial Empowerment Summit to enhance coordination and collaboration with financial stakeholders in Leon County. (In Progress)
- b.) Contract with Capital City Chamber to recruit financial organizations to become BankOn Certified institutions and promote BankOn services to neighborhoods that have historically experienced poverty and racial inequities. (Ongoing)

### 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 to 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. (Complete)
4. a.) What's That Green Stuff? Neighborhood Cooking Demonstration hosted in February 2023 - a healthy cooking and neighborhood resource fair event with opportunities for neighborhood residents to learn about the feeding programs and resources available in the community, including the Second Harvest Backpack Program and neighborhood food pantries. (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)  
c.) Participate in Neighborhood First Plan Meetings. (Ongoing)
6. a.) 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)  
b.) Meet monthly with Sheriff's staff to the Council on the Status of Men and Boys to identify opportunities to collaborate. (Ongoing)
7. The Division of Real Estate works closely with the Division of Housing Services to identify (escheated) properties suitable for affordable housing. As parcels complete the County review process, parcels suitable for affordable housing are designated as such, and presented to the Board annually for review, approval, and certification via resolution. (Complete)
8. Schedule a workshop on addressing homelessness for Tuesday, May 23, 2023 at 1:00 p.m. (Complete)
9. Bring a budget discussion item on proposed reimbursement structure for Leon County Health Care Program. (Complete)
10. Provide status report on efforts to enhance the partnership with Capital Area Healthy Start Coalition, Inc. as part of the budget workshop. (Complete)
11. a.) Bring back an agenda item to establish an MOU between the County, City of Tallahassee, and Children's Services Council to address data sharing, collaboration with partners on available community resources, and opportunities to maximize investment in outreach and awareness. (In Progress)  
b.) Host neighborhood engagement event partnering with Children's Services Council on Black maternal and children's health. (In Progress)
12. Bring back agenda item to present the corridor plans for North Monroe, Downtown, and Pensacola Street. (Complete).
13. Work with the Housing Finance Authority of Leon County and the City of Tallahassee to attract private developers to construct affordable rental housing. (Ongoing)
14. a.) Conduct technical assistance meeting with HUD and COC on opportunities to increase the number of temporary/transitional housing beds available. (Ongoing)  
b.) Continue to utilize ARPA funding to build capacity of the local provider network including faith based organizations. (Ongoing)

## 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	23	29	25	TBD	TBD	77

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). In FY 2022, a total of 23 permanent supportive housing placements were made. Since the start of FY 2023, an additional 28 permanent supportive housing placements for a total 51 placements made to date, or 51% of the County's five-year Bold Goal.



**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	\$32,481,000	\$34,000,000	\$33,240,500	TBD	TBD	\$99,721,500

Note: The Department of Veterans Affairs (VA) for Leon County annually calculates and publishes the amount of Veterans Compensation & Pension and Medical Care Expenditures which indicates the number of unique clients served by the County's Division of Veterans Services each year. For FY 2022, \$32.4 million in benefits were secured for Leon County veterans and their families. For FY 2023, the County's Division of Veteran Services estimates nearly \$34 million in benefits will be secured, for a total of \$66,481,000 in secured benefits or 44% of the County's five-year Target.

**\*Bold Goal & Target figures for FY 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.**

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »»» Office of Human Services &amp; Community Partnerships

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	917,470	1,152,203	1,162,888	-	1,162,888	1,198,818
Operating	2,129,753	2,747,754	2,691,199	78,814	2,770,013	2,770,071
Capital Outlay	14,837	-	-	-	-	-
Grants-in-Aid	6,155,169	7,034,902	7,150,750	465,657	7,616,407	7,735,765
Total Budgetary Costs	9,217,229	10,934,859	11,004,837	544,471	11,549,308	11,704,654

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Human Services	8,057,275	8,845,621	8,847,936	544,471	9,392,407	9,526,251
Veteran Services	274,654	387,955	409,589	-	409,589	417,307
Housing Services	885,300	1,701,283	1,747,312	-	1,747,312	1,761,096
Total Budget	9,217,229	10,934,859	11,004,837	544,471	11,549,308	11,704,654

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	8,999,727	9,928,410	9,799,728	544,471	10,344,199	10,499,545
124 SHIP Trust	217,503	1,006,449	1,205,109	-	1,205,109	1,205,109
Total Revenues	9,217,229	10,934,859	11,004,837	544,471	11,549,308	11,704,654

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Housing Services	7.00	7.00	6.00	-	6.00	6.00
Human Services	2.00	3.00	4.00	-	4.00	4.00
Veteran Services	3.00	3.00	3.00	-	3.00	3.00
Total Full-Time Equivalents (FTE)	12.00	13.00	13.00	-	13.00	13.00

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Human Services &amp; Community Partnerships

## Human Services Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	161,036	251,418	386,711	-	386,711	400,061
Operating	2,043,726	2,651,531	2,592,200	78,814	2,671,014	2,671,036
Capital Outlay	14,837	-	-	-	-	-
Grants-in-Aid	5,837,676	5,942,672	5,869,025	465,657	6,334,682	6,455,154
Total Budgetary Costs	8,057,275	8,845,621	8,847,936	544,471	9,392,407	9,526,251

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Baker Act & Marchman Act (001-370-563)	586,972	638,156	638,156	63,814	701,970	701,970
CHSP & Emergency Assistance (001-370-569)	1,738,517	1,884,720	1,867,946	76,250	1,944,196	1,954,289
Health Department (001-190-562)	237,345	253,709	246,183	-	246,183	246,183
Medicaid & Indigent Burials (001-370-564)	3,231,882	3,179,281	3,179,281	389,407	3,568,688	3,672,317
Medical Examiner (001-370-527)	822,065	1,005,935	1,022,288	-	1,022,288	1,039,131
Primary Health Care (001-971-562)	1,385,495	1,833,820	1,844,082	15,000	1,859,082	1,862,361
Tubercular Care & Child Protection Exams (001-370-562)	55,000	50,000	50,000	-	50,000	50,000
Total Budget	8,057,275	8,845,621	8,847,936	544,471	9,392,407	9,526,251

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	8,057,275	8,845,621	8,847,936	544,471	9,392,407	9,526,251
Total Revenues	8,057,275	8,845,621	8,847,936	544,471	9,392,407	9,526,251

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
CHSP & Emergency Assistance	1.00	2.00	3.00	-	3.00	3.00
Primary Health Care	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	2.00	3.00	4.00	-	4.00	4.00







## LEON COUNTY FISCAL YEAR 2024 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 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Number of disposition services provided for indigent, unclaimed, or unidentified persons through the Indigent Burial Program. <sup>1</sup>	80	121	120	120
	Number of child protection exams paid. <sup>2</sup>	143	228	145	145
	Number of families served by the Direct Emergency Assistance Program (DEAP). <sup>3</sup>	36	97	80	100
	Number of CHSP agencies funded. <sup>4</sup>	50	52	50	50

## Notes:

- The Indigent Burial Program provided disposition services for 121 residents in coordination with the County's Public Works Department and local funeral homes in FY 2022, an increase of 51% over FY 2021 due to an increased need in the community, which is anticipated to remain consistent for FY 2023 and FY 2024. 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 University 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 increase in FY 2022 was attributed to the lifting of COVID-19 restrictions by resumption of pre-pandemic in-person gatherings such as schooling, youth sports and other extracurricular activities. FY 2023 and FY 2024 are expected to adhere to previous patterns.
- Due to Leon County offering rental assistance through the Leon CARES COVID-19 relief program, DEAP funding in FY 2021 was not fully exhausted and carried-over into FY 2022, resulting in a sharp increase in the number of families served. The total number of families served is expected to decrease in FY 2023 due to funds being allocated from additional sources to serve the need of the community. An increase in funding is contemplated for FY 2024 to address continued demand for the program which will serve additional households.
- 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. 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 2023 and FY 2024 budget includes \$1.4 million for CHSP. These funds will support 50 human service agencies that provide a total of 84 programs.

## LEON COUNTY FISCAL YEAR 2024 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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	-	16,364	8,838	-	8,838	8,838
Grants-in-Aid	237,345	237,345	237,345	-	237,345	237,345
Total Budgetary Costs	237,345	253,709	246,183	-	246,183	246,183

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	237,345	253,709	246,183	-	246,183	246,183
Total Revenues	237,345	253,709	246,183	-	246,183	246,183

The major variances for the FY 2024 Health Department budget are as follows:

Decreases to Program Funding:

1. For accounting purposes, funding related to mental health community outreach was realigned to Primary Healthcare.

## LEON COUNTY FISCAL YEAR 2024 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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	83,498	166,639	166,639	-	166,639	166,639
Capital Outlay	14,837	-	-	-	-	-
Grants-in-Aid	723,730	839,296	855,649	-	855,649	872,492
Total Budgetary Costs	822,065	1,005,935	1,022,288	-	1,022,288	1,039,131

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	822,065	1,005,935	1,022,288	-	1,022,288	1,039,131
Total Revenues	822,065	1,005,935	1,022,288	-	1,022,288	1,039,131

The major variances for the FY 2024 Medical Examiner budget are as follows:

**Increases in Program Funding:**

1. Increase related to more autopsy services provided by the Medical Examiner due to higher caseloads from Leon County. Fees for service remained unchanged in FY 2024.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Office of Human Services & Community Partnerships

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**Human Services - Tubercular Care & Child Protection Exams (001-370-562)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Grants-in-Aid	55,000	50,000	50,000	-	50,000	50,000
Total Budgetary Costs	55,000	50,000	50,000	-	50,000	50,000
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	55,000	50,000	50,000	-	50,000	50,000
Total Revenues	55,000	50,000	50,000	-	50,000	50,000

The FY 2024 Tubercular Care & Child Protection Exams budget is recommended at the same funding level as the previous fiscal year.

## LEON COUNTY FISCAL YEAR 2024 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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	586,972	638,156	638,156	63,814	701,970	701,970
Total Budgetary Costs	586,972	638,156	638,156	63,814	701,970	701,970
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	586,972	638,156	638,156	63,814	701,970	701,970
Total Revenues	586,972	638,156	638,156	63,814	701,970	701,970

The major variances for the FY 2024 Baker Act & Marchman Act budget are as follows:

Increases to Program Funding:

1. \$63,814 to cover the County's required share for the provision of mental health care services based on facility usage for Leon County residents who meet the Baker Act & Marchman Act criteria. Leon County will provide an additional \$191,442 in funding phased in over a three-year period with an increase of \$63,814 per year.

## LEON COUNTY FISCAL YEAR 2024 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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Grants-in-Aid	3,231,882	3,179,281	3,179,281	389,407	3,568,688	3,672,317
Total Budgetary Costs	3,231,882	3,179,281	3,179,281	389,407	3,568,688	3,672,317
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	3,231,882	3,179,281	3,179,281	389,407	3,568,688	3,672,317
Total Revenues	3,231,882	3,179,281	3,179,281	389,407	3,568,688	3,672,317

The major variances for the FY 2024 Medicaid & Indigent Burials are as follows:

**Increases to Program Funding:**

1. Florida statutes requires counties to contribute to State Medicaid. These costs are derived every year from the Social Services Estimating Conference, which calculates each county's percentage share of the total statewide amount of county billings.
2. As approved by the Board on February 21, 2023, additional funding is included for the Leon County Indigent Cremation and Burial Program to cover increased costs incurred by funeral homes for completing final disposition of unclaimed and deceased bodies, including the costs of transportation and the cost of storage of deceased bodies.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Human Services &amp; Community Partnerships

## Human Services - CHSP &amp; Emergency Assistance (001-370-569)

<b>Budgetary Costs</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Continuation</b>	<b>Issues</b>	<b>Budget</b>	<b>Budget</b>
Personnel Services	75,225	159,960	294,991	-	294,991	305,062
Operating	73,572	88,010	26,205	-	26,205	26,227
Grants-in-Aid	1,589,720	1,636,750	1,546,750	76,250	1,623,000	1,623,000
Total Budgetary Costs	1,738,517	1,884,720	1,867,946	76,250	1,944,196	1,954,289

<b>Funding Sources</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Continuation</b>	<b>Issues</b>	<b>Budget</b>	<b>Budget</b>
001 General Fund	1,738,517	1,884,720	1,867,946	76,250	1,944,196	1,954,289
Total Revenues	1,738,517	1,884,720	1,867,946	76,250	1,944,196	1,954,289

<b>Staffing Summary</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Continuation</b>	<b>Issues</b>	<b>Budget</b>	<b>Budget</b>
Neighborhood Eng & Comm Mngr	-	1.00	1.00	-	1.00	1.00
Human Services Analyst	1.00	1.00	1.00	-	1.00	1.00
Health & Human Services Manager	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	2.00	3.00	-	3.00	3.00

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. As presented to the Board on June 13, 2023, the County Administrator's FY 2023 midyear reorganization included the reclassification of a vacant Volunteer Services Manager position to Health & Human Services Manager. This position realignment is reflected in the personnel services budget.
3. Additional funding for the Direct Emergency Assistance Program (DEAP) to address increased demand for services.
4. To advance Strategic Initiative #2023-11 to work with local stakeholders to enhance engagement and awareness of resources available for individuals and families experiencing homelessness, additional funding is allocated to United Partners for Human Services (UPHS) to enable direct-service nonprofit organizations to expand capacity to assist families experiencing homelessness.

## Decreases to Program Funding:






1. Reduced operating costs associated with one-time funding appropriated in FY 2023 for Second Harvest to purchase a mobile food pantry vehicle to address food insecurity, and the final payment for the County's continued partnership with FSU to implement the CHSP performance measurement system.

## LEON COUNTY FISCAL YEAR 2024 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 inpatients 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 to 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 the sheriff for the transport of tuberculosis patients.</p>
<b>Advisory Board</b>	None

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Number of healthcare visits residents received through the Competitive Provider Reimbursement Pool <sup>1</sup>	6,844	7,749	8,500	8,500
	Value of prescriptions filled by FAMU Pharmacy <sup>2</sup>	\$494,586	\$495,355	\$307,300	\$307,300
	Value of specialty medical and dental care provided through We Care <sup>3</sup>	\$6,311,859	\$2,592,559	\$3,500,000	\$3,500,000
	Number of residents receiving specialty medical and dental care provided through We Care <sup>4</sup>	985	956	955	955
	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 experienced an increase in patient visits in primary healthcare for FY 2022 due to the augmented need in the community. Per the CDC, the Public Health Emergency (PHE) concluded May 11, 2023, which correlates directly with the number of expected healthcare visits. An increase from FY 2022 to FY 2023 is expected. Numbers are anticipated to stabilize and remain consistent for FY 2024.
2. Fluctuations in the value of prescriptions filled by FAMU Pharmacy are due to the volatility in retail value of prescription medications provided.
- 3-4. The value of donated specialty care decreased by 59% from FY 2021 to FY 2022. Variations in the amount of specialty medical and dental care donated is caused by the physician billed invoices and the type of specialty care provided, as it varies year over year. Current trends expect FY 2023 to increase in the value of donated specialty medical and dental care provided. Although the value of specialty care anticipates an increase, the number of residents receiving care is expected to remain consistent from FY 2022 – FY 2024.
5. With the Public Health Emergency ending, in-person audits and monitoring will resume in FY 2024. During the PHE, desk audits were conducted in lieu of in-person.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Office of Human Services & Community Partnerships

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**Human Services - Primary Health Care (001-971-562)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	85,811	91,458	91,720	-	91,720	94,999
Operating	1,299,683	1,742,362	1,752,362	15,000	1,767,362	1,767,362
Total Budgetary Costs	1,385,495	1,833,820	1,844,082	15,000	1,859,082	1,862,361
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	1,385,495	1,833,820	1,844,082	15,000	1,859,082	1,862,361
Total Revenues	1,385,495	1,833,820	1,844,082	15,000	1,859,082	1,862,361
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Healthcare Service Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. As approved by the Board on April 25, 2023, an additional \$15,000 is included to support the County's partnership with We Care's Patient Assistance Fund, which provides financial assistance for diagnostic and ancillary services for specialty care services.
3. Realigned \$10,000 from the Health Department for Mental Health Outreach and Training to support Strategic Initiative #2022-32 for continued implementation of the Neighborhood First Program, which engages residents and develops plans to address poverty and inequity in targeted neighborhoods including 32304.


## LEON COUNTY FISCAL YEAR 2024 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 Actual	FY 2023 Estimate <sup>2</sup>	FY 2024 Estimate <sup>2</sup>	FY 2025 Estimate	FY 2026 Estimate	TOTAL
 Secure more than \$150 million in federal, state, and local benefits for Leon County Veterans and their families. (T9) <sup>1</sup>	\$32,481,000	\$34,000,000	\$33,240,500	TBD	TBD	\$99,721,500

## Notes:

1. The Department of Veterans Affairs (VA) for Leon County annually calculates and publishes the amount of Veterans Compensation & Pension and Medical Care Expenditures which indicates the number of unique clients served by the County's Division of Veterans Services each year. For FY 2022, \$32.4 million in benefits were secured for Leon County veterans and their families. For FY 2023, the County's Division of Veteran Services estimates nearly \$34 million in benefits will be secured, for a total of \$66,481,000 in secured benefits or 44% of the County's five-year Target.
2. Bold Goal & Target figures for FY 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.

#### Performance Measures

Strategic Priorities	Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Number of clients served <sup>1</sup>	5,716	4,781	5,640	6,300
	Number of outreach events attended <sup>2</sup>	44	22	25	35
	Number of clients served in the Veterans Resource Center <sup>3</sup>	89	32	48	50
	Dollar amount of Veterans Emergency Assistance Program (VEAP) used <sup>4</sup>	\$45,206	\$29,700	\$13,030	\$15,000
	Number of Veterans Emergency Assistance Program (VEAP) awards provided <sup>4</sup>	34	21	12	15

## Notes:

1. Due to the announcement of Bipartisan Legislation on Toxic Exposure, the number of clients served has increased. The new legislation improved benefits and health care to Veterans suffering from toxic exposure, including agent orange in Thailand and burn pits for Gulf War Veterans.
2. As pandemic restrictions have been lifted, large gatherings and the number of outreach events will continue to increase.
3. The Veteran Resource Center continues to be utilized by Veterans who do not have access to internet or computer resources. The increase in FY 2021 was due to allowing walk-in County residents to apply for the Leon CARE Individual Assistance Program, which caused a significant number of clients served. Based on current trends for the last two years, the Division anticipates the number to increase in FY 2023 and FY 2024.
4. FY 2023 and FY 2024 VEAP dollar amounts have decreased due to submissions of incomplete or ineligible applications and the availability of other funding sources that recipients are eligible for. The Division is working with partnering agencies to ensure that assistance is available throughout the application process.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Human Services &amp; Community Partnerships

## Veteran Services (001-390-553)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	168,357	213,130	234,074	-	234,074	241,792
Operating	20,366	22,925	23,615	-	23,615	23,615
Grants-in-Aid	85,931	151,900	151,900	-	151,900	151,900
Total Budgetary Costs	274,654	387,955	409,589	-	409,589	417,307
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	274,654	387,955	409,589	-	409,589	417,307
Total Revenues	274,654	387,955	409,589	-	409,589	417,307
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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
Sr. 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 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »»» Office of Human Services &amp; Community Partnerships

## Housing Services Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	588,077	687,655	542,103	-	542,103	556,965
Operating	65,661	73,298	75,384	-	75,384	75,420
Grants-in-Aid	231,562	940,330	1,129,825	-	1,129,825	1,128,711
Total Budgetary Costs	885,300	1,701,283	1,747,312	-	1,747,312	1,761,096

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Housing Services (001-371-569)	667,798	694,834	542,203	-	542,203	555,987
SHIP 2019-2022 (124-932054-554)	12,060	-	-	-	-	-
SHIP 2020-2023 (124-932056-554)	47,000	-	-	-	-	-
SHIP 2021-2024 (124-932058-554)	158,443	-	-	-	-	-
SHIP 2022-2025 (124-932059-554)	-	1,006,449	-	-	-	-
SHIP 2023-2026 (124-932080-554)	-	-	1,205,109	-	1,205,109	1,205,109
Total Budget	885,300	1,701,283	1,747,312	-	1,747,312	1,761,096

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	667,798	694,834	542,203	-	542,203	555,987
124 SHIP Trust	217,503	1,006,449	1,205,109	-	1,205,109	1,205,109
Total Revenues	885,300	1,701,283	1,747,312	-	1,747,312	1,761,096

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Housing Services	6.00	6.00	5.00	-	5.00	5.00
SHIP 2021-2024	1.00	-	-	-	-	-
SHIP 2022-2025	-	1.00	-	-	-	-
SHIP 2023-2026	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalentents (FTE)	7.00	7.00	6.00	-	6.00	6.00


## LEON COUNTY FISCAL YEAR 2024 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 Actual	FY 2023 Estimate <sup>2</sup>	FY 2024 Estimate <sup>2</sup>	FY 2025 Estimate	FY 2026 Estimate	TOTAL
	Support community partners to place 100 residents experiencing chronic homelessness in permanent supportive housing. (BG3) <sup>1</sup>	23	29	25	TBD	TBD	77

## 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). In FY 2022, a total of 23 permanent supportive housing placements were made. Since the start of FY 2023, an additional 28 permanent supportive housing placements for a total 51 placements made to date, or 51% of the County's five-year Bold Goal.
2. Bold Goal & Target figures for FY 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.

# » Office of Human Services & Community Partnerships

## Housing Services (001-371-569)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Number of clients receiving Purchase Assistance via Interlocal Agreement with Escambia County HFA <sup>1</sup>	32	10	10	10
	Number of clients receiving SHIP Purchase Assistance <sup>2</sup>	6	11	0	7
	Average SHIP Purchase Assistance award amount <sup>2</sup>	\$9,083	\$8,667	N/A	\$9,500
	Number of housing units receiving Home Rehabilitation <sup>3</sup>	2	1	3	3
	Number of housing units receiving Home Replacement <sup>4</sup>	0	0	3	1
	Average Home Rehab and Home Replacement award amount <sup>3,4</sup>	\$97,647	\$72,217	\$164,223	\$170,000
	Number of completed Homeownership Development projects <sup>5</sup>	0	1	3	5
	Total funding received to support the Affordable Housing Program and/or residents affected by COVID-19 <sup>6</sup>	\$729,889	\$943,258	\$1,111,588	\$1,283,109
	Number of housing units receiving Emergency Housing Repair Assistance <sup>7</sup>	58	23	8	10
	Average HFA Emergency Housing Repair award amount <sup>7</sup>	\$3,701	\$6,315	\$11,020	\$11,300
	Percent of SHIP funding used to assist persons with special needs <sup>8</sup>	38%	20%	20%	20%
	Number of Attendees at the Annual Leon County Home Expo <sup>9</sup>	N/A	180	224	250

### Notes:

1. FY 2021 and FY 2022 actuals included purchase assistance in accordance with the Housing Finance Authority (HFA) of Leon County Inter-Local Agreement with the HFA of Escambia County. According to the Escambia County Housing Finance Authority, the decrease in the number of clients receiving purchase assistance from the HFA beginning in FY 2022 is due to potential clients opting to instead participate in the Florida Housing Finance Corporation's purchase assistance program. Market volatility, low inventory, and high interest rates has also impacted the overall number of eligible households seeking purchase assistance in FY 2022, FY 2023, and FY 2024.
2. SHIP funded purchase assistance is provided through the Tallahassee Lenders Consortium (TLC). The pause of purchase assistance activity in FY 2023 is due to the County focusing additional resources on other housing assistance strategies, such as the home rehabilitation and home replacement. The anticipated increase in FY 2024 is due to the planned resumption of purchase assistance activities via the TLC.
3. Three home rehabilitations have already been initiated in FY 2023. The Division anticipates the number of rehabilitations to remain consistent in FY 2024 due to an increased focus on providing rental units for individuals and families exiting homelessness.
4. Home Replacements are considered only when the cost of rehabilitation exceeds 50% of the value of a home or when not structurally sound. Three home replacements were delayed in FY 2022 to FY 2023 due to maximum cost guidelines, increased cost of materials, and bidding from contractors. The anticipated decrease in the number of home replacements in FY 2024 is attributed to an increased focus on providing rental units for individuals and families exiting homelessness.
5. 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. In FY 2022, the Community Land Trust (CLT) completed the construction of a single-family home on property donated by the County. Homeownership Development projects are expected to increase in FY 2023. The FY 2024 estimate includes County Homeownership Development projects, as well as those expected to be completed by the CLT.
6. FY 2024 funding includes a \$1,135,109 SHIP allocation, \$78,000 in Housing Finance Authority (HFA) funding, and \$70,000 in SHIP loan repayments.
7. The maximum award amount increased in FY 2021 from \$7,500 per project to \$12,000. To qualify for an award greater than \$2,000, applicants must have a senior (age 55+) or special needs person living in the home. In FY 2023, all Emergency Housing Repair Award recipients qualified as senior citizen or special needs households, resulting in higher award amounts per household and a lesser number of households served. The Division has also witnessed a steady increase in the average HFA Emergency Housing Repair per project due to increased cost of materials and an increased focus and prioritization of long-term housing repair over short-term housing relief.
8. 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.
9. The Home Expo offers current and aspiring homeowners a variety of workshops and do-it-yourself demonstrations about home buying, home improvement, emergency preparedness and more. In FY 2023, 224 Leon County residents attended the Home Expo (a 24% increase in attendance over the previous year). The Division anticipates an even greater number of attendees in FY 2024 due to strategic promotion efforts.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Human Services &amp; Community Partnerships

## Housing Services - Housing Services (001-371-569)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	588,077	606,536	451,819	-	451,819	465,567
Operating	65,661	73,298	75,384	-	75,384	75,420
Grants-in-Aid	14,059	15,000	15,000	-	15,000	15,000
Total Budgetary Costs	667,798	694,834	542,203	-	542,203	555,987
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	667,798	694,834	542,203	-	542,203	555,987
Total Revenues	667,798	694,834	542,203	-	542,203	555,987
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Director of Hum SVCs & Commu Partsh	1.00	1.00	-	-	-	-
Housing Services Manager	1.00	1.00	1.00	-	1.00	1.00
Housing Rehabilitation Specialist	1.00	1.00	1.00	-	1.00	1.00
Housing Services Specialist	1.00	1.00	1.00	-	1.00	1.00
Financial Compliance & Operations Manager	1.00	1.00	1.00	-	1.00	1.00
Human Services Specialist	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	6.00	6.00	5.00	-	5.00	5.00

The major variances for the FY 2024 Housing Services budget are as follows:

## Decreases to Program Funding:

1. As approved by the Board on June 13, 2023, the County Administrator's FY 2023 midyear reorganization included the reclassification of the Director of Human Services & Community Partnerships position to Assistant County Administrator. The personnel services budget reflects the realignment of this position to County Administration. This decrease is offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Office of Human Services & Community Partnerships

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**Housing Services - SHIP 2022-2025 (124-932059-554)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	-	81,119	-	-	-	-
Grants-in-Aid	-	925,330	-	-	-	-
Total Budgetary Costs	-	1,006,449	-	-	-	-
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
124 SHIP Trust	-	1,006,449	-	-	-	-
Total Revenues	-	1,006,449	-	-	-	-
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Affordable Housing Coordinator		1.00	-	-	-	-
Total Full-Time Equivalentents (FTE)		1.00	-	-	-	-

For accounting purposes, each annual SHIP appropriation is budgeted separately.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Human Services &amp; Community Partnerships

## Housing Services - SHIP 2023-2026 (124-932080-554)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	-	-	90,284	-	90,284	91,398
Grants-in-Aid	-	-	1,114,825	-	1,114,825	1,113,711
Total Budgetary Costs	-	-	1,205,109	-	1,205,109	1,205,109
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
124 SHIP Trust	-	-	1,205,109	-	1,205,109	1,205,109
Total Revenues	-	-	1,205,109	-	1,205,109	1,205,109
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Affordable Housing Coordinator	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	-	-	1.00	-	1.00	1.00

The FY 2024 SHIP 2023-2026 Grant is anticipated in the amount of \$1,135,109. In support of Strategic Initiative #2023-18 to leverage federal and state funding to build affordable rental housing for very low-and low-income families, \$283,135 in the SHIP allocation will be directed towards affordable multifamily dwellings which can be used to match and leverage state and federal bond financing programs.

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.

Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

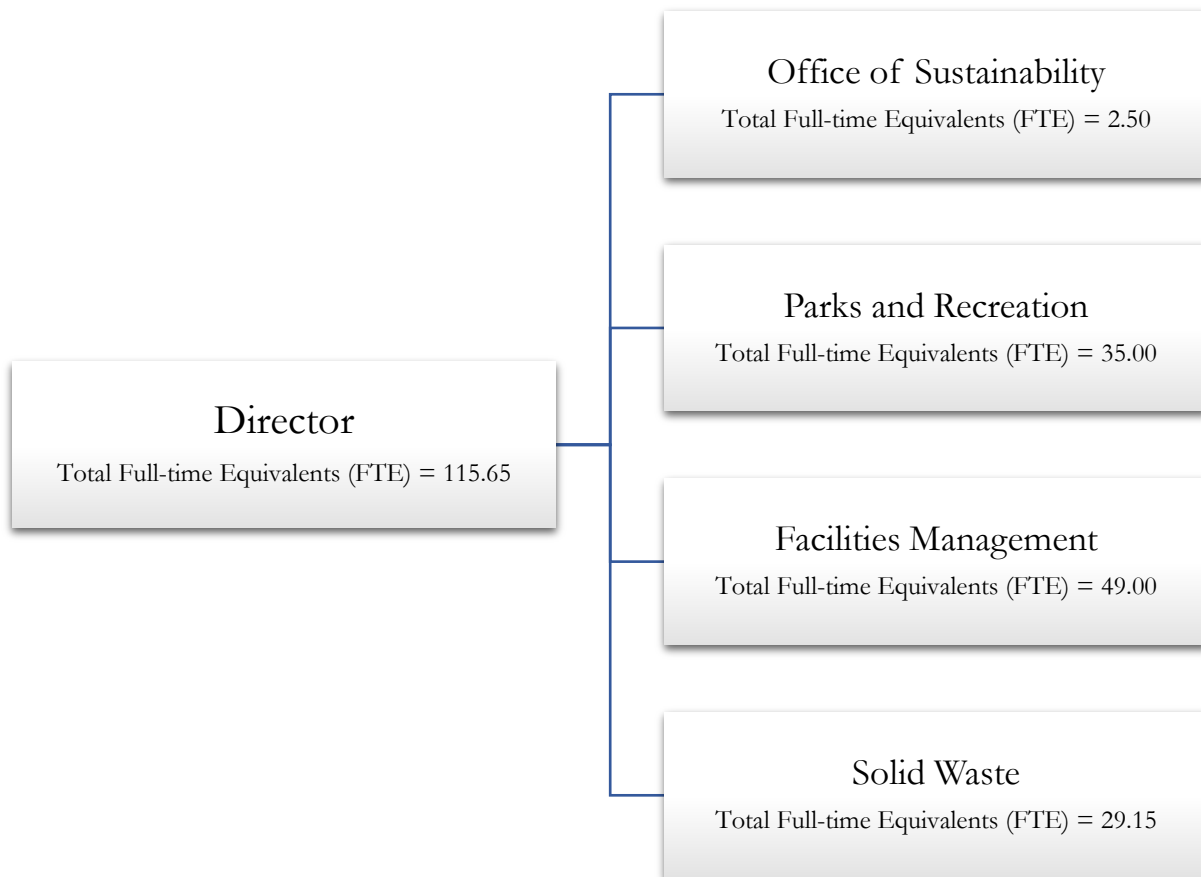
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# » Office of Resource Stewardship Organizational Chart

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## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# »» Office of Resource Stewardship

## Executive Summary

The Office of Resource Stewardship (ORS) section of the Leon County FY 2024 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 Public Works Roof Repairs, Main Health Department Restrooms, and the Southside Clinic Flooring project. Operations coordinated the upgrade of cameras and monitors at the Leon County Courthouse. Facilities helped coordinate and finalize a few major projects including the historic train station building renovation as well as the replacement of the Courthouse's roof top air handlers. Other notable projects include the Public Safety Complex Capacitor replacement project, Clerk's Office paint and carpet improvements, and the Florida Division of Emergency Management (FDEM) grant funded SouthSide Health Clinic generator project.

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. Over the course of the past year, the Office of Sustainability worked on the successful passing of the County's first EV Ready Ordinance, hosted a myriad of education and outreach events including lake clean-ups and plant sales in order to enhance local waterways and reduce litter, and enhanced EV charging infrastructure at locations including the Courthouse and Eastside Branch Library. The biennial Sustainability Summit is set to be hosted in September 2023 to reconnect citizens to local action and resources.

Parks & Recreation completed several notable projects in FY 2023. These include the Chaires Tennis Court Renovations and the Crowder Landing project which included the replacement of the stormwater conveyance system to improve water quality. Phase I of the Coe Landing Expansion & Renovation project was completed, with Phase II of the expansion project taking place in FY 2024. Parks & Recreation staff have also overseen the installation of several new playgrounds including Fort Braden, Pimlico, Canopy Oaks, and Man O' War Parks. The County was awarded funds through the Community Development Block Grant and the Housing and Urban and Development grants to restore the Old Concord School; this project began in FY 2023. Leon County took ownership of Fort Braden Community Center and is beginning renovations.

The Solid Waste Management facility processed 8,180 tons of yard debris from Leon County residents in FY 2022. Solid Waste staff processed 596 tons of potentially hazardous material, of which, 397 tons of products were returned into the community through the Renew Center and the electronics waste recycling program. Through the Capital Improvement Program, the Transfer Station was able to acquire a new odor control system. This project was created to replace the system with a newer model that was designed to combat odor and volatile organic compound emissions.

## LEON COUNTY FISCAL YEAR 2024 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

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1. (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

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1. (EN4) Enact the County’s Integrated Sustainability Action Plan to further reduce the County Government’s carbon footprint. (2022-15)

### QUALITY OF LIFE

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1. (Q1) Implement the Tallahassee-Leon County Greenways Master Plan. (2022-20)
2. (Q1) Design and construct the new Northeast Park. (2023-16)

### GOVERNANCE

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1. (G5) Pursue working with Leon County Schools to acquire the Ft. Braden Community Center. (2022-43)

## ACTIONS

### ECONOMY

1. a.) Working to install a bike skills course at a County park to help further leverage the communities opportunity to obtain the IMBA Designation. (In Progress)
- b.) Design of the Market District Park, which will feature technical trail features, is ongoing. (In Progress)
- c.) Parks is working to create biking trails at Apalachee Regional Park to attract biking events to Leon County. (In Progress)

### ENVIRONMENT

1. Submit the 2022 Annual ISAP Report during the December Board meeting. (Complete)

### QUALITY OF LIFE

1. a.) Finalize construction plans for Phase II of the St. Marks Headwaters Greenway. (In Progress)
- b.) Parks in the process of updating the Miccosukee Greenway Master Plan for 2023-2033. (In Progress)
2. a.) The County purchased the 50-acre park space. (Complete)
- b.) Construction of the Park is expected to begin in 2024. (In Progress)

### GOVERNANCE

1. Coordinating with Leon County Schools regarding property acquisition. (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%	2%	TBD	TBD	12%

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. In FY 2022, the County achieved 5% GHG reduction (or 20% of the five-year Target). Given that progress on this Target is measured on an annual basis, an update for FY 2023 will be provided at the Annual Board Retreat in January.



**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 kW's	25 kW's	25 kW's	TBD	TBD	100 kW's

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's (Kilowatts). Under the new five-year plan, the County is seeking to double this amount of solar power generated at County facilities. In FY 2022, the County increased its solar power generation by 50 kW's, 37% of the five-year target, through the installation of solar panels at the County's Public Works Fleet Division. The County anticipates achieving an additional 25 kW's increase in solar power generation, to reach 55% of the County's five-year Target in FY 2023.



**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)	794,836	553,000	608,300	TBD	TBD	1,956,136

Note: In FY 2022, the County enhanced services for its Household Hazardous Waste (HHW) program with the creation of a new centrally located drop off site at the Public Works complex off Blair Stone and Miccosukee Road. In addition, at the new centrally located drop off site, the County now offers drop off seven-days a week at Public Works, a vast service enhancement from the prior once a month offering. As a result of these enhancements, the County has experienced a steady increase in hazardous waste material collected with nearly 795,000 pounds of waste diverted since the start of FY 2022. While the County has achieved 27% of its five-year target to date, the County anticipates collection growth to be more modest in future years while staying on track to divert three million pounds of waste through FY 2026.



**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%	225%	92%	TBD	TBD	317%

Note: Leon County's Integrated Sustainability Action Plan (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. To date, the County has increased its electric vehicle fleet by 75%. It should be noted that due to shortages and shipping delays resulting from the long-term economic impacts of COVID, the arrival of electric vehicles ordered by the County have been significantly delayed. Notwithstanding this, staff anticipates achieving 52% of the County's five-year Bold Goal by increasing the County's electric vehicle fleet by 225%, for a total of 13 electric vehicles, by the end of 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	4.2	9	10	TBD	TBD	23.2

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. Continued progress towards this target will be achieved 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.

**\*Bold Goal & Target figures for FY 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.**

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Resource Stewardship

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	7,051,673	8,193,646	8,624,301	-	8,624,301	8,898,958
Operating	22,489,250	21,802,906	23,160,049	2,712,946	25,872,995	26,356,269
Capital Outlay	66,538	30,000	30,000	16,000	46,000	46,800
Grants-in-Aid	478,816	652,799	668,988	30,000	698,988	688,588
Total Budgetary Costs	30,086,278	30,679,351	32,483,338	2,758,946	35,242,284	35,990,615

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Office of Sustainability	235,586	357,714	350,223	-	350,223	377,749
Cooperative Extension	304,439	478,515	495,175	30,000	525,175	514,799
Parks and Recreation	3,310,061	3,959,814	4,246,903	75,169	4,322,072	4,410,303
Facilities Management	12,754,178	13,096,391	13,414,082	1,035,881	14,449,963	14,747,329
Solid Waste	13,482,014	12,786,917	13,976,955	1,617,896	15,594,851	15,940,435
Total Budget	30,086,278	30,679,351	32,483,338	2,758,946	35,242,284	35,990,615

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	12,776,811	13,228,626	13,538,439	1,065,881	14,604,320	14,898,476
140 Municipal Service	3,310,061	3,959,814	4,246,903	75,169	4,322,072	4,410,303
165 County Government Annex	466,203	597,295	609,474	-	609,474	628,017
166 Huntington Oaks Plaza	51,189	106,699	111,567	-	111,567	113,384
401 Solid Waste	13,482,014	12,786,917	13,976,955	1,617,896	15,594,851	15,940,435
Total Revenues	30,086,278	30,679,351	32,483,338	2,758,946	35,242,284	35,990,615

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Facilities Management	48.00	49.00	49.00	-	49.00	49.00
Office of Sustainability	2.50	2.50	2.50	-	2.50	2.50
Parks and Recreation	33.00	33.00	35.00	-	35.00	35.00
Solid Waste	28.15	29.15	29.15	-	29.15	29.15
Total Full-Time Equivalents (FTE)	111.65	113.65	115.65	-	115.65	115.65

<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Office of Sustainability Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	156,053	207,329	219,683	-	219,683	225,038
Operating	79,533	150,385	130,540	-	130,540	152,711
Total Budgetary Costs	235,586	357,714	350,223	-	350,223	377,749

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Office of Sustainability (001-127-513)	235,586	357,714	350,223	-	350,223	377,749
Total Budget	235,586	357,714	350,223	-	350,223	377,749

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	235,586	357,714	350,223	-	350,223	377,749
Total Revenues	235,586	357,714	350,223	-	350,223	377,749

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 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		56%	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. 2021 recycling rate reduction due to a 148,153-ton reduction in recycled crushed concrete and crushed asphalt from construction and demolition waste.







### FY 2022-2026 Strategic Plan

Bold Goals & Five-Year Targets	FY 2022 Actual	FY 2023 Estimate <sup>4</sup>	FY 2024 Estimate <sup>4</sup>	FY 2025 Estimate	FY 2026 Estimate	TOTAL
 Reduce Greenhouse Gas Emissions stemming from County operations by 25%. (T5) <sup>1</sup>	5%	5%	2%	TBD	TBD	12%
 Double solar power generation at County facilities. (T6) <sup>2</sup>	50 kW's	25 kW's	25 kW's	TBD	TBD	100 kW's
 Increase the number of fully electric vehicles in the County's fleet by 500%. (T8) <sup>3</sup>	0%	225%	92%	TBD	TBD	317%

#### 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. In FY 2022, the County achieved 5% GHG reduction (or 20% of the five-year Target). Given that progress on this Target is measured on an annual basis, an update for FY 2023 will be provided at the Annual Board Retreat in January.
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's (Kilowatts). Under the new five-year plan, the County is seeking to double this amount of solar power generated at County facilities. In FY 2022, the County increased its solar power generation by 50 kW's, 37% of the five-year target, through the installation of solar panels at the County's Public Works Fleet Division. The County anticipates achieving an additional 25 kW's increase in solar power generation, to reach 55% of the County's five-year Target in FY 2023.
3. Leon County's Integrated Sustainability Action Plan (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. To date, the County has increased its electric vehicle fleet by 75%. It should be noted that due to shortages and shipping delays resulting from the long-term economic impacts of COVID, the arrival of electric vehicles ordered by the County have been significantly delayed. Notwithstanding this, staff anticipates achieving 52% of the County's five-year Bold Goal by increasing the County's electric vehicle fleet by 225%, for a total of 13 electric vehicles, by the end of 2023.
4. Bold Goal & Target figures for FY 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.

## Office of Sustainability/Recycling Education – (001-127-513)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimates	FY 2024 Estimates
	Estimated energy savings from conservation projects. <sup>1</sup>	\$1,610,637	\$1,400,000	\$1,600,000	\$1,800,000
	County Curbside Recycling tonnage. <sup>2</sup>	6,116	5,077	6,000	6,000
	Number of participating community-wide recycling & sustainability related events. <sup>3</sup>	14	16	18	18
	Number of citizens participating in sustainability & recycling educational presentations. <sup>3</sup>	3,900	3,042	4,250	3,500
	Number of waste reduction/sustainability/recycling community education presentations/tours. <sup>4</sup>	30	28	30	30
	Number of educational publications written. <sup>5</sup>	8	1	10	10

## Notes:

- As part of the County's continued energy savings effort, a new energy savings contract was executed in FY 2020 and work was completed in September of 2022. Cost savings began in FY 2023 and will increase over time as utility rates increase.
- Curbside recycling tonnage is anticipated to increase based off the most recent DEP Solid Waste and Recycling report. Common commodity recycling (paper, cardboard, plastic) has seen a 20% increase, however, these are lightweight materials so, though participation has increased, tonnage will remain relatively stable. Additionally, the Division does not anticipate an increase in recycling accounts that would increase tonnage as the number of recycling accounts have been stable for multiple years.
- The Office of Sustainability is back to pre-pandemic levels of programming and engagement. Upcoming events include beautification initiatives such as the Lake Henrietta Earth Day Clean-up, Compost Bin Distribution, and the Sustainability Summit. Increased attendance is expected in FY 2023 due to the biennial Sustainability Summit.
- Staff anticipates hosting approximately 30 presentations for the community in FY 2023 and FY 2024. This number varies as it is typically by request of outside organizations.
- The decrease in FY 2022 is due to turnover of staff responsible for this metric. The Division will continue writing educational publications for the local newspaper and other opportunities when available.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Office of Resource Stewardship

## Office of Sustainability - Office of Sustainability (001-127-513)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	156,053	207,329	219,683	-	219,683	225,038
Operating	79,533	150,385	130,540	-	130,540	152,711
Total Budgetary Costs	235,586	357,714	350,223	-	350,223	377,749
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	235,586	357,714	350,223	-	350,223	377,749
Total Revenues	235,586	357,714	350,223	-	350,223	377,749
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 Coord	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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 budget are as follows:

## Decreases to Program Funding:

1. Operating cost savings due to the County only hosting the Sustainable Communities Summit every other year (the last was hosted in FY 2023).

## Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 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.</li> <li>4. Plan, implement, and evaluate 4-H/Tropicana public speaking contest for Leon County 4th, 5th and 6th grade students.</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
<b>Advisory Board</b>	Overall Extension Advisory Committee and Program Advisory Committees

In November 2015, Leon County and the University of Florida enacted a new Memorandum of Understanding (MOU) that changed the nature of the partnership between the two organizations in 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 2024 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Cooperative Extension (001-361-537)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	4,623	4,716	5,187	-	5,187	5,211
Grants-in-Aid	299,816	473,799	489,988	30,000	519,988	509,588
Total Budgetary Costs	304,439	478,515	495,175	30,000	525,175	514,799
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	304,439	478,515	495,175	30,000	525,175	514,799
Total Revenues	304,439	478,515	495,175	30,000	525,175	514,799

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 2024 Cooperative Extension budget are as follows:

Increases in Program Funding:




1. Costs associated with computer replacements, as specified in the University of Florida agreement. Computers are replaced on a five-year schedule.

## LEON COUNTY FISCAL YEAR 2024 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	13.34	10.4
	Total FTE per 10,000 Residents	1.11	5
	Total Operating Expenditures per Capita	\$5.78	\$54.92

Benchmark Sources: National Recreation and Park Association (NRPA) 2022 Agency Performance Review, a Park and Recreation Agency Performance Benchmarks. Benchmarks reflect the median data points for like-sized jurisdictions. Total Operating Expenditures per Capita benchmark data includes all operating expenditures for Park's operations Countywide. Non-park sites are public spaces – such as lawns at County facilities – not designated as parks, but whose maintenance and/or operation costs are a part of the park and recreation agency's budget.






FY 2022-2026 Strategic Plan						
Bold Goals & Five-Year Targets	FY 2022 Actual	FY 2023 Estimate <sup>2</sup>	FY 2024 Estimate <sup>2</sup>	FY 2025 Estimate	FY 2026 Estimate	TOTAL
 Construct an additional 90 miles of sidewalks, greenways, trails, and bike lanes. (T11) <sup>1</sup>	4.2	9	10	TBD	TBD	23.2

Notes:

1. This only reflects the number of miles constructed by Parks & Recreation Services. Other program areas, such as Blueprint and Public Works Engineering, also contribute to this target. The ten miles estimated for FY 2024 includes the new Northeast Park trails, construction of single-track biking trails at JR Alford Greenways and additional hiking/biking trails at Apalachee Regional Park.
2. Bold Goal & Target figures for FY 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.

# »» Office of Resource Stewardship

## Parks and Recreation Services (140-436-572)

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actuals	FY 2022 Actuals	FY 2023 Estimate	FY 2024 Estimate
	Number of acres of invasive exotic plants removed from greenways/open spaces <sup>1</sup>	2,434	273	2,573	1,750
	Number of greenway acres maintained <sup>2</sup>	2,852	2,852	2,902	2,902
	Number of youths participating in sport activities <sup>3</sup>	1,225	2,197	2,400	2,500
	Host economically significant events at the Apalachee Regional Park <sup>4</sup>	7	10	12	14
	Community center usage by estimated attendance <sup>5</sup>	N/A	74,726	80,000	85,000

Notes:

1. The decrease in FY 2022 is due to the timing of treatments taking place just after the end of the fiscal year and a reduction in available funding. Additionally, due to ongoing treatment and removal of invasive exotic plants, treatment is not always needed on an annual basis. The estimates for FY 2023 are comprised of treatments to Greenways and Passive Park properties. The projected increase in FY 2023 is due to additional grant funding awarded to the County by the States' invasive exotic plants program. This number reflects parcels that are solely considered Greenway and not a mix of Greenways and passive parklands.
2. During FY 2023, Parks acquired 50 acres for the new Northeast Park. This newly acquired acreage is anticipated to be available to the public in FY 2025.
3. Participation numbers across youth sports programming continue to grow post pandemic and have surpassed pre-pandemic levels.
4. The additional events held in FY 2023 were due to hosting the National Junior College Athletic Association (NJCAA) & National Association of Intercollegiate Athletics (NAIA) Cross Country National Championships for the first time and the ability to host large non- cross-country events with the new infrastructure in place.
5. Community Center usage is expected to increase. However, sporadic closures of the Fort Braden Community Center related to renovations may impact the FY 2024 attendance estimates.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Parks and Recreation Services (140-436-572)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	1,591,670	2,108,859	2,327,933	-	2,327,933	2,400,458
Operating	1,497,034	1,641,955	1,709,970	75,169	1,785,139	1,800,845
Capital Outlay	42,357	30,000	30,000	-	30,000	30,000
Grants-in-Aid	179,000	179,000	179,000	-	179,000	179,000
Total Budgetary Costs	3,310,061	3,959,814	4,246,903	75,169	4,322,072	4,410,303

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
140 Municipal Service	3,310,061	3,959,814	4,246,903	75,169	4,322,072	4,410,303
Total Revenues	3,310,061	3,959,814	4,246,903	75,169	4,322,072	4,410,303

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Parks & Recreation Director	1.00	1.00	1.00	-	1.00	1.00
Parks & Comm Centers Manager	1.00	1.00	1.00	-	1.00	1.00
Parks Manager	1.00	1.00	1.00	-	1.00	1.00
Parks Support Coordinator	-	1.00	1.00	-	1.00	1.00
Crew Chief II	1.00	1.00	1.00	-	1.00	1.00
Crew Chief II - Parks and Rec	2.00	2.00	2.00	-	2.00	2.00
Sr. Crew Chief - ORS	1.00	1.00	1.00	-	1.00	1.00
Park Attendant I	16.00	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	2.00	3.00	3.00	-	3.00	3.00
Crew Chief I	2.00	1.00	1.00	-	1.00	1.00
Heavy Equipment Operator	1.00	1.00	1.00	-	1.00	1.00
Maintenance Technician	1.00	-	-	-	-	-
Park Attendant III	2.00	2.00	4.00	-	4.00	4.00
Total Full-Time Equivalents (FTE)	33.00	33.00	35.00	-	35.00	35.00

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Addition of two Park Attendant III positions, as previously planned to address increased park acreage. These increases are offset by a reduction of two vacant Library positions as planned as part of the Essential Library Initiative and related reorganization.
3. Inflationary operating costs related to mowing, contracted labor, communication costs, rentals for special events and sports programs, and staff training.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Office of Resource Stewardship

### Facilities Management Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	3,268,080	3,790,637	3,936,952	-	3,936,952	4,067,375
Operating	9,477,301	9,305,754	9,477,130	1,035,881	10,513,011	10,679,954
Capital Outlay	8,797	-	-	-	-	-
Total Budgetary Costs	12,754,178	13,096,391	13,414,082	1,035,881	14,449,963	14,747,329

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
County Government Annex (165-154-519)	466,203	597,295	609,474	-	609,474	628,017
Facilities - Detention Center (001-152-519)	2,566,025	2,537,321	2,571,151	399,321	2,970,472	3,009,694
Facilities Management (001-150-519)	8,035,462	8,059,011	8,287,916	511,560	8,799,476	9,003,861
Huntington Oaks Plaza Operating (166-155-519)	51,189	106,699	111,567	-	111,567	113,384
Public Safety Complex Facilities (001-410-529)	1,635,299	1,796,065	1,833,974	125,000	1,958,974	1,992,373
Total Budget	12,754,178	13,096,391	13,414,082	1,035,881	14,449,963	14,747,329

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	12,236,786	12,392,397	12,693,041	1,035,881	13,728,922	14,005,928
165 County Government Annex	466,203	597,295	609,474	-	609,474	628,017
166 Huntington Oaks Plaza	51,189	106,699	111,567	-	111,567	113,384
Total Revenues	12,754,178	13,096,391	13,414,082	1,035,881	14,449,963	14,747,329

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Facilities Management	37.00	36.00	36.00	-	36.00	36.00
Facilities - Detention Center	7.00	8.00	8.00	-	8.00	8.00
Public Safety Complex Facilities	3.00	4.00	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	49.00	49.00	-	49.00	49.00




## LEON COUNTY FISCAL YEAR 2024 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.

**Benchmarking**

Strategic Priorities	Benchmark Data	Leon County	Benchmark
	Repair and Maintenance cost per Square Foot – In-house	\$1.98 sq. ft.	\$3.08 sq. ft.
	Repair and Maintenance cost per Square Foot – Contracted	\$3.40 sq. ft.	\$4.48 sq. ft.
	Average utility cost per Square Foot	\$2.07 sq. ft.	\$3.85 sq. ft.

Benchmark Sources: International Facilities Management Association (IFMA) 2022 (Building Interior/External) – new benchmark data is published every five years; Contracted- (Operations & Maintenance/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 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Dollar (\$) volume of capital projects managed in millions <sup>1</sup>	\$8.36	\$2.7	\$2.6	\$4.0
	Number of work orders opened <sup>2</sup>	14,262	16,227	16,670	16,500
	Percent of work orders opened for preventative maintenance <sup>3</sup>	54%	61%	67%	60%
	Number of work orders opened for set-ups/take-down and special events/projects <sup>4</sup>	37	73	86	91
	Average work order completion time in days <sup>5</sup>	N/A	14	8	8
	Total square footage of County facilities maintained <sup>6</sup>	2,022,922	2,022,992	2,022,992	2,022,992

## Notes:

1. Current year estimates are based on projects that have started development and/or projects that are anticipated to be completed in FY 2023. Projects include the Courthouse Remote Terminal Unit's 1 & 2, Southside Clinic Generator, and Public Safety Complex Capacitors.
2. The number of work orders are projected to increase in FY 2023 due to continued communication and direction to department representatives on how and when to submit work order requests. These include preventative maintenance, non-preventative maintenance, and work orders from the Capital Improvement Program.
3. As Facilities Management & Operations identify & integrate new tasks, preventative maintenance (PM) will continue to make up most of all work orders.
4. The Division continues to see an increase in special events/projects post COVID-19. Minor events such as trainings in the ORS Gathering Room currently account for 36% of all set-ups, take-downs, and special events. Larger special events include Veteran & seasonal parade floats, and the Martin Luther King Day Celebration. Additional events are anticipated in FY 2024 for the Tallahassee/Leon County Bicentennial Celebration.
5. This average includes all preventive and non-preventative maintenance work orders for Leon County Facilities and the Sheriff's Office. The average is based on the number of days from the origination of the work order to the date of completion.
6. There are no planned acquisitions of buildings for Facilities Management in FY 2023 or FY 2024.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Facilities Management - Facilities Management (001-150-519)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	2,565,426	2,804,783	2,921,855	-	2,921,855	3,017,668
Operating	5,461,239	5,254,228	5,366,061	511,560	5,877,621	5,986,193
Capital Outlay	8,797	-	-	-	-	-
Total Budgetary Costs	8,035,462	8,059,011	8,287,916	511,560	8,799,476	9,003,861
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	8,035,462	8,059,011	8,287,916	511,560	8,799,476	9,003,861
Total Revenues	8,035,462	8,059,011	8,287,916	511,560	8,799,476	9,003,861
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Director 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 Maint. Supervisor	1.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance Supt.	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 Tech I	15.00	13.00	12.00	-	12.00	12.00
Facilities Operations Supv. I	1.00	1.00	1.00	-	1.00	1.00
Facilities Operations Tech I	2.00	1.00	1.00	-	1.00	1.00
Facilities Operations Tech II	2.00	3.00	3.00	-	3.00	3.00
Facilities Operations Tech III	1.00	1.00	1.00	-	1.00	1.00
Facilities Management Director	1.00	1.00	1.00	-	1.00	1.00
PSC Operations Manager	0.50	0.50	0.50	-	0.50	0.50
Facilities Support Tech II	2.00	3.00	3.00	-	3.00	3.00
LCSO Facilities Support Technician IV	-	-	1.00	-	1.00	1.00
Sr. Administrative Associate	3.00	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)	37.00	36.00	36.00	-	36.00	36.00

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Inflationary costs for custodial services contracts, work order software, utility rate increases, and building repairs and maintenance.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Facilities Management - Facilities - Detention Center (001-152-519)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	420,504	616,504	630,439	-	630,439	651,243
Operating	2,145,521	1,920,817	1,940,712	399,321	2,340,033	2,358,451
Total Budgetary Costs	2,566,025	2,537,321	2,571,151	399,321	2,970,472	3,009,694
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	2,566,025	2,537,321	2,571,151	399,321	2,970,472	3,009,694
Total Revenues	2,566,025	2,537,321	2,571,151	399,321	2,970,472	3,009,694
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Facilities Support Technician I	2.00	2.00	3.00	-	3.00	3.00
Facilities Manager	1.00	1.00	1.00	-	1.00	1.00
Facilities Support Technician II	3.00	3.00	3.00	-	3.00	3.00
LCSO Facilities Support Technician IV	1.00	1.00	1.00	-	1.00	1.00
LCSO Facilities Support Technician IV		1.00	-	-	-	-
Total Full-Time Equivalents (FTE)	7.00	8.00	8.00	-	8.00	8.00

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Inflationary costs associated with repair and maintenance on the aging facility and increases in utilities.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Facilities Management - Public Safety Complex Facilities (001-410-529)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	220,368	302,947	315,990	-	315,990	326,262
Operating	1,414,931	1,493,118	1,517,984	125,000	1,642,984	1,666,111
Total Budgetary Costs	1,635,299	1,796,065	1,833,974	125,000	1,958,974	1,992,373
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	1,635,299	1,796,065	1,833,974	125,000	1,958,974	1,992,373
Total Revenues	1,635,299	1,796,065	1,833,974	125,000	1,958,974	1,992,373
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Facilities Maintenance Supt.	0.50	0.50	0.50	-	0.50	0.50
Facilities Support Technician I	-	2.00	2.00	-	2.00	2.00
PSC Operations Manager	0.50	0.50	0.50	-	0.50	0.50
Facilities Support Technician II	1.00	-	-	-	-	-
LCSO Facilities Support Technician IV	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	3.00	4.00	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 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Inflationary costs related to utility increases, repair and maintenance, and staff training required to maintain equipment in the building.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Solid Waste - Hazardous Waste (401-443-534)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	292,950	355,873	371,591	-	371,591	383,814
Operating	478,871	492,734	482,327	30,135	512,462	528,164
Total Budgetary Costs	771,821	848,607	853,918	30,135	884,053	911,978
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
401 Solid Waste	771,821	848,607	853,918	30,135	884,053	911,978
Total Revenues	771,821	848,607	853,918	30,135	884,053	911,978
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Inflationary costs associated with the recycling contract for electronic disposal, propane and additional training and certifications.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Facilities Management - County Government Annex (165-154-519)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	61,782	66,403	68,668	-	68,668	72,202
Operating	404,421	530,892	540,806	-	540,806	555,815
Total Budgetary Costs	466,203	597,295	609,474	-	609,474	628,017
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
165 County Government Annex	466,203	597,295	609,474	-	609,474	628,017
Total Revenues	466,203	597,295	609,474	-	609,474	628,017
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Facilities Support Tech I	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 2024 budget are as follows:

## Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Office of Resource Stewardship

**Facilities Management - Huntington Oaks Plaza Operating (166-155-519)**

<b>Budgetary Costs</b>		<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
		<b>Actual</b>	<b>Adopted</b>	<b>Continuation</b>	<b>Issues</b>	<b>Budget</b>	<b>Budget</b>
Operating		51,189	106,699	111,567	-	111,567	113,384
	Total Budgetary Costs	51,189	106,699	111,567	-	111,567	113,384
<b>Funding Sources</b>		<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
		<b>Actual</b>	<b>Adopted</b>	<b>Continuation</b>	<b>Issues</b>	<b>Budget</b>	<b>Budget</b>
166 Huntington Oaks Plaza		51,189	106,699	111,567	-	111,567	113,384
	Total Revenues	51,189	106,699	111,567	-	111,567	113,384

The major variances for the FY 2024 budget are as follows:

1. Inflationary increases for building repairs and maintenance.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Solid Waste Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	2,035,871	2,086,821	2,139,733	-	2,139,733	2,206,087
Operating	11,430,759	10,700,096	11,837,222	1,601,896	13,439,118	13,717,548
Capital Outlay	15,384	-	-	16,000	16,000	16,800
Total Budgetary Costs	13,482,014	12,786,917	13,976,955	1,617,896	15,594,851	15,940,435

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Hazardous Waste (401-443-534)	771,821	848,607	853,918	30,135	884,053	911,978
Rural Waste Service Centers (401-437-534)	809,240	783,563	800,282	29,000	829,282	848,538
Solid Waste Management Facility (401-442-534)	506,535	562,741	573,782	26,000	599,782	612,004
Transfer Station Operations (401-441-534)	11,136,827	10,248,230	11,400,875	1,532,761	12,933,636	13,204,860
Yard Waste (401-416-534)	257,591	343,776	348,098	-	348,098	363,055
Total Budget	13,482,014	12,786,917	13,976,955	1,617,896	15,594,851	15,940,435

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
401 Solid Waste	13,482,014	12,786,917	13,976,955	1,617,896	15,594,851	15,940,435
Total Revenues	13,482,014	12,786,917	13,976,955	1,617,896	15,594,851	15,940,435



<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 TENTATIVE BUDGET


**Office of Resource Stewardship**
**Solid Waste (401-416,437,441,442,443-534)**


<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, Subchapter I, Solid Wastes.</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 403.702(2)(c) Florida Statutes requires counties to plan and provide efficient, environmentally acceptable solid waste management, and to plan for proper hazardous waste management.; Chapter 62-701, Florida Administrative Code (FAC) regulates permitting, operation, closure, and long-term care of solid waste management facilities, including landfills;</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> <p><i>Local:</i> Chapter 18, Article VI, Section 18-136, Leon County Code of Ordinances (Solid Waste Ordinance) 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.</p> <p>Leon County Comprehensive Plan, Utilities: Solid Waste, Goal #1 is to provide an environmentally sound, sustainable, and cost effective integrated solid waste materials management system to serve the needs of Tallahassee-Leon County residents, businesses, and institutions.</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	\$57.36 <sup>2</sup>	\$58.47

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 \$58.47 as of 2022 (Source: Environmental Research & Education Foundation (EREF)).












## Solid Waste (401-416,437,441,442,443-534)

### FY 2022-2026 Strategic Plan

	FY 2022 Actual	FY 2023 Estimate <sup>2</sup>	FY 2024 Estimate <sup>2</sup>	FY 2025 Estimate	FY 2026 Estimate	TOTAL <sup>2</sup>
 Divert 3 million pounds of household hazardous waste from the landfill. (T7)	794,836	553,000	608,300	TBD	TBD	1,956,136

## Notes:

- Annually, Leon County's Household Hazardous Waste Division processes a million pounds of waste including chemicals, batteries, paint, and small electronics. 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. In FY 2022, the County enhance services for its Household Hazardous Waste (HHW) program with the creation of a new centrally located drop off site at the Public Works complex off Blair Stone and Miccosukee Road. In addition, at the new centrally located drop off site, the County now offers drop off seven-days a week at Public Works, a vast service enhancement from the prior once a month offering. As a result of these enhancements, the County continues to experience a steady increase hazardous waste material collected. In FY 2022, the County diverted nearly 795,000 pounds of waste. with an additional 303,000 pounds of waste diverted during the first two quarters of FY 2023. The County continues to be on track with 37% of this five-year Target achieved to date.
- Bold Goal & Target figures for FY 2023 and FY 2024 are estimates. Actuals for FY 2023 will be reported at the Annual Board Retreat in January 2024.

Performance Measures					
Strategic Priorities	Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
	Solid Waste Management Facility (SWMF) Tons of tire waste processed. <sup>1</sup>	504	463	400	430
	SWMF Tons of wood waste processed. <sup>2</sup>	9,203	8,180	8,000	8,200
	Transfer Station Average net outbound load weight (tons). <sup>3</sup>	26.25	24.06	22.84	25.00
	Transfer Station Tons of Class I waste processed. <sup>4</sup>	253,577	282,851	262,000	265,000
	Tons of rural waste collected. <sup>5</sup>	2,876	2,845	2,820	3,200
	Number of residents using household hazardous waste (HHW) disposal service. <sup>6</sup>	17,246	18,209	16,770	17,000
	Number of conditionally exempt agencies and small businesses household hazardous waste disposal services provided to. <sup>7</sup>	325	469	530	500
	Number of participants estimated to use new household hazardous waste collection site. <sup>8</sup>	N/A	1,934	2,110	2,200
	Number of tons of potentially hazardous material processed. <sup>9</sup>	566	596	515	550
	Number of tons of potentially hazardous material reused or recycled. <sup>10</sup>	352	397	515	530
	Number of tons of electronics waste processed. <sup>11</sup>	178	209	200	210

## Notes:

- Processed tire tonnages are anticipated to decrease by 13% in FY 2023. Though there is a decrease in total tonnage, the Tire Amnesty Program has collected 98 tons of tires in the first half of 2023. This program is funded by a grant from the Department of Environmental Protection (DEP).
- Yard debris fluctuates based on environmental conditions. Rural Waste yard debris will now be recycled into mulch along with SWMF yard debris, which will generate 2,000 additional tons and increase the recycling rate by 25%. Approximately 10% of the yard debris processed will be given away as free mulch to citizens.
- FY 2023 waste tonnage numbers are expected to decrease by 5% due to an increase in light and bulky waste (mainly contaminated yard waste) taking up space in the long-haul trailers. The Division is working with waste hauling partners to eliminate these large amounts of yard waste, so an increase in the load weight is expected in the future.
- The total of Class 1 processing, which consists of everything that goes through the Transfer Station, is expected to decrease by 7% over FY 2022, which consisted of unusually high tonnage due to an increase in development. FY 2023 and FY 2024 anticipate a return to normal tonnage volume.
- The tonnage of rural waste collected is projected to increase in FY 2024 due to continued public education campaigns to promote awareness to proper disposal services.
- The overall number of residents using the Household Hazardous Waste (HHW) disposal service fluctuates each year. Usage has decreased at the collection at Apalachee Regional Park and increased at the Public Works location.
- The number of small businesses (that generate 220lbs of hazmat or less) utilizing hazardous waste disposal services has increased by almost 13% from FY 2022 due to more affordable disposal rates for businesses.
- Created at the beginning of FY 2022, the HHW collection location at the Public Works Facility allows for drop-off seven days a week. While customer numbers are estimated by pounds of waste retrieved, the site has been very popular, with a 9% usage increase.
- Originally thought to be post-COVID spikes in usage, the overall hazardous waste tonnage continued steadily increasing. This performance measure fluctuates each year based on usage. FY 2023 is the first decrease in processed materials, coming in 13% less than the prior year.
- Previously, this performance measure captured new center items and Habitat for Humanity donations, this measure has been updated in FY 2023 to reflect all materials reused and recycled. The number of reused and recycled potentially hazardous materials have grown by 30% since FY 2022; these gains can be attributed to the efforts of HHW in finding new and beneficial ways to recycle hazardous waste, like additional battery recycling, working with an exchange program for propane bottles, and utilizing metal wastes that used to go to Rural Waste. Additionally, residents continue to have increased awareness of environmental benefits of the Renew Center and electronics waste recycling program.
- The HHW Center has seen tremendous usage of electronics recycling program. Down 4% from FY 2022, part of the tonnage decrease can be attributed to smaller and lighter electronics being developed for consumers.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Solid Waste - Yard Waste (401-416-534)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	84,895	93,486	96,193	-	96,193	99,539
Operating	172,696	250,290	251,905	-	251,905	263,516
Total Budgetary Costs	257,591	343,776	348,098	-	348,098	363,055
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
401 Solid Waste	257,591	343,776	348,098	-	348,098	363,055
Total Revenues	257,591	343,776	348,098	-	348,098	363,055
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Solid Waste Operator	0.90	0.90	0.90	-	0.90	0.90
Sr. 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 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Solid Waste - Rural Waste Service Centers (401-437-534)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	589,259	555,165	545,094	-	545,094	560,555
Operating	204,597	228,398	255,188	13,000	268,188	271,183
Capital Outlay	15,384	-	-	16,000	16,000	16,800
Total Budgetary Costs	809,240	783,563	800,282	29,000	829,282	848,538

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
401 Solid Waste	809,240	783,563	800,282	29,000	829,282	848,538
Total Revenues	809,240	783,563	800,282	29,000	829,282	848,538

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 Supv	1.00	1.00	1.00	-	1.00	1.00
Rural Waste SVC Center Attendant	1.00	1.00	1.00	-	1.00	1.00
Rural Waste SVC Center Attendant	-	-	0.63	-	0.63	0.63
Rural Waste Service Center Attendant	3.15	3.15	2.52	-	2.52	2.52
Total Full-Time Equivalentents (FTE)	8.40	8.40	8.40	-	8.40	8.40

<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Rural Waste Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalentents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Inflationary costs associated with the mowing contract and replacement of aging waste containers.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Solid Waste - Transfer Station Operations (401-441-534)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	870,920	880,554	924,468	-	924,468	953,274
Operating	10,265,906	9,367,676	10,476,407	1,532,761	12,009,168	12,251,586
Total Budgetary Costs	11,136,827	10,248,230	11,400,875	1,532,761	12,933,636	13,204,860
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
401 Solid Waste	11,136,827	10,248,230	11,400,875	1,532,761	12,933,636	13,204,860
Total Revenues	11,136,827	10,248,230	11,400,875	1,532,761	12,933,636	13,204,860
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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	4.00
Crew Chief II	1.00	1.00	1.00	-	1.00	1.00
Solid Waste Financial Spec.	0.80	0.80	0.80	-	0.80	0.80
Solid Waste Operator	5.00	1.00	-	-	-	-
Contract & Oper. Support Tech	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
Transfer Station Eqpt Operator	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	12.05	12.05	12.05	-	12.05	12.05

The major variances for the FY 2024 budget are as follows:

## Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Pursuant to the existing hauling contract, a \$1,530,236 increase related to the hauling costs of transferring waste from the Transfer Station to the regional landfill in Jackson County. The costs will be recouped by revenue from the increased tipping fee at the Transfer Station as reflected in the Solid Waste Enterprise Fund.
3. Other operating supplies for odor control chemicals.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Office of Resource Stewardship

## Solid Waste - Solid Waste Management Facility (401-442-534)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	197,847	201,743	202,387	-	202,387	208,905
Operating	308,688	360,998	371,395	26,000	397,395	403,099
Total Budgetary Costs	506,535	562,741	573,782	26,000	599,782	612,004
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
401 Solid Waste	506,535	562,741	573,782	26,000	599,782	612,004
Total Revenues	506,535	562,741	573,782	26,000	599,782	612,004
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Solid Waste Financial Spec.	0.20	0.20	0.20	-	0.20	0.20
Solid Waste Operator	0.10	0.10	0.10	-	0.10	0.10
Sr. 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
Sr. 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 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Inflationary costs associated with the mowing contract and the Waste Tire Processing Fee.

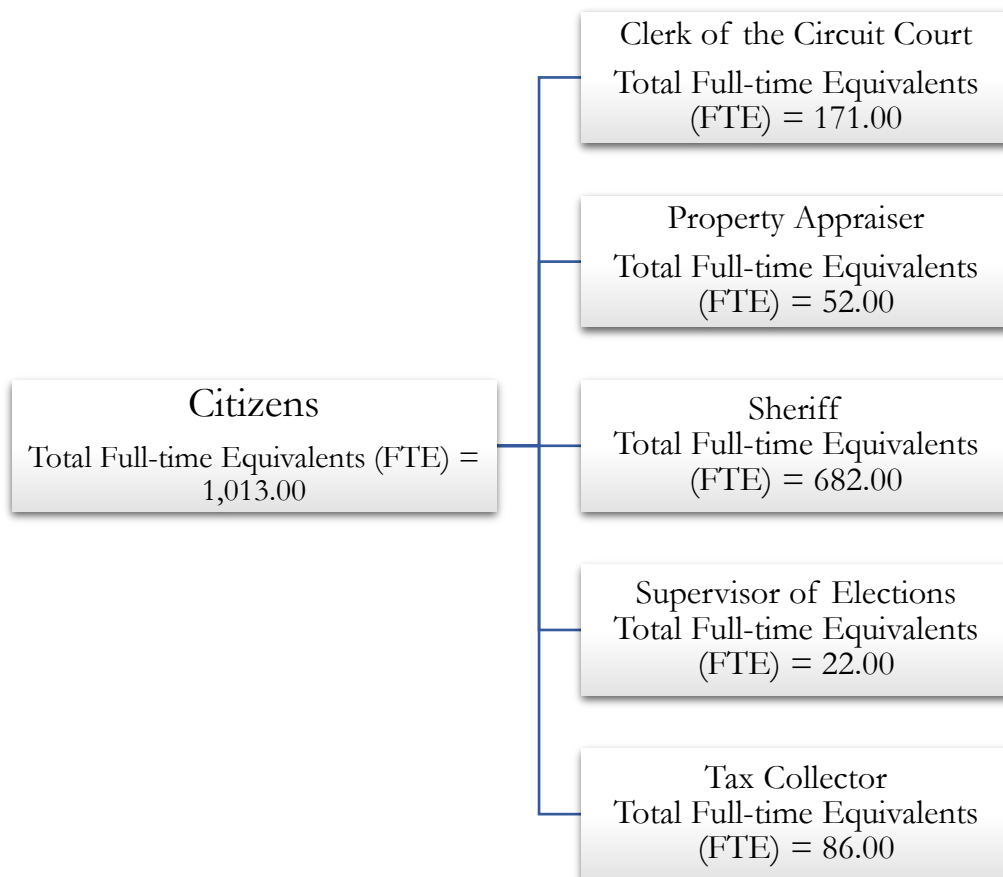
## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

**»» Constitutional  
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# » Constitutional Organizational Chart



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Constitutional Executive Summary

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The Constitutional section of the Leon County FY 2024 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 2024, the contractual increase for financial services provided by the Clerk is \$336,721. In addition, there was an increase in Article V funding in the amount of \$5,179.

The Property Appraiser's Office manages and certifies property values and exemptions for more than 123,400 parcels currently totaling \$23.06 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 2024 funding for the Sheriff's Office includes inflationary increases associated with vehicle repair, and minor repair and maintenance for facilities. Additional personnel increases are aligned with Strategic Initiative #2023-24 which supports the Sheriff in implementing a step pay plan for sworn officers to achieve and maintain recruitment and retention efforts.

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 2024 cycle includes a Presidential Preference Primary election, and the FY 2024 budget is reflective of the associated costs. In addition, the Florida Legislature enacted new voter verification requirements for felony research by each Supervisor of Elections office requiring an increase in personnel costs as additional staff are needed to conduct the research.

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 2024 TENTATIVE BUDGET

## »» Constitutional

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	68,788,545	74,587,539	84,641,677	-	84,641,677	90,558,633
Operating	22,487,922	23,829,997	26,158,553	-	26,158,553	25,269,533
Capital Outlay	4,556,808	2,346,089	2,268,962	-	2,268,962	2,050,662
Grants-in-Aid	9,500	-	-	-	-	-
Interfund Transfers	115,684	-	-	-	-	-
Constitutional Payments	13,761,454	14,731,560	15,805,719	-	15,805,719	16,364,082
Budgeted Reserves	-	150,000	150,000	-	150,000	150,000
Sheriff Offset	-	(1,637,979)	(1,746,981)	-	(1,746,981)	(1,781,921)
<b>Total Budgetary Costs</b>	<b>109,719,913</b>	<b>114,007,206</b>	<b>127,277,930</b>	<b>-</b>	<b>127,277,930</b>	<b>132,610,989</b>

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Clerk of the Circuit Court	2,508,030	2,785,561	3,129,186	-	3,129,186	3,283,627
Property Appraiser	5,419,104	5,980,519	6,060,004	-	6,060,004	6,359,166
Sheriff	90,691,832	94,066,774	103,600,165	-	103,600,165	109,966,327
Supervisor of Elections	5,217,811	4,728,975	7,385,218	-	7,385,218	5,769,498
Tax Collector	5,883,136	6,445,377	7,103,357	-	7,103,357	7,232,371
<b>Total Budget</b>	<b>109,719,913</b>	<b>114,007,206</b>	<b>127,277,930</b>	<b>-</b>	<b>127,277,930</b>	<b>132,610,989</b>

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	13,093,277	14,346,095	15,281,472	-	15,281,472	15,832,403
060 Supervisor of Elections	5,217,811	4,728,975	7,385,218	-	7,385,218	5,769,498
110 Fine and Forfeiture	91,087,216	94,546,671	104,086,993	-	104,086,993	110,477,409
123 Stormwater Utility	67,849	74,028	74,768	-	74,768	74,768
135 Emergency Medical Services MSTU	157,578	203,568	329,100	-	329,100	335,700
145 Fire Services Fee	59,155	61,197	74,116	-	74,116	75,049
162 County Accepted Roadways and Drainage	1,788	4,959	4,550	-	4,550	4,449
Systems Program (CARDS) (162)						
164 Special Assessment - Sewer	4,451	5,000	5,000	-	5,000	5,000
401 Solid Waste	30,787	36,713	36,713	-	36,713	36,713
<b>Total Revenues</b>	<b>109,719,913</b>	<b>114,007,206</b>	<b>127,277,930</b>	<b>-</b>	<b>127,277,930</b>	<b>132,610,989</b>

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Clerk of the Circuit Court	170.00	170.00	170.00	1.00	171.00	171.00
Property Appraiser	52.00	52.00	52.00	-	52.00	52.00
Sheriff	682.00	682.00	682.00	-	682.00	682.00
Supervisor of Elections	21.00	22.00	22.00	-	22.00	22.00
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>1,011.00</b>	<b>1,012.00</b>	<b>1,012.00</b>	<b>1.00</b>	<b>1,013.00</b>	<b>1,013.00</b>

<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 TENTATIVE BUDGET

## »» Constitutional

## Clerk of the Circuit Court Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	395,384	479,897	486,828	-	486,828	511,082
Constitutional Payments	2,112,646	2,305,664	2,642,358	-	2,642,358	2,772,545
Total Budgetary Costs	2,508,030	2,785,561	3,129,186	-	3,129,186	3,283,627

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Clerk - Article V Expenses (110-537-614)	395,384	479,897	486,828	-	486,828	511,082
Clerk - Finance Administration (001-132-586)	2,112,646	2,305,664	2,642,358	-	2,642,358	2,772,545
Total Budget	2,508,030	2,785,561	3,129,186	-	3,129,186	3,283,627

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	2,112,646	2,305,664	2,642,358	-	2,642,358	2,772,545
110 Fine and Forfeiture	395,384	479,897	486,828	-	486,828	511,082
Total Revenues	2,508,030	2,785,561	3,129,186	-	3,129,186	3,283,627

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Clerk - Finance Administration	27.00	27.00	27.00	1.00	28.00	28.00
Clerk - Article V Expenses	143.00	143.00	143.00	-	143.00	143.00
Total Full-Time Equivalents (FTE)	170.00	170.00	170.00	1.00	171.00	171.00

## LEON COUNTY FISCAL YEAR 2024 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	FY22 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 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 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	98
	Cases opened for County Court defendants within 3 business days	100	100	100	98
	Cases opened for Juvenile Delinquency within 2 business days	98	99	99	100
	Traffic (UTC) cases opened within 3 business days	92	89	84	99
Civil Cases	Court Circuit cases opened within 2 business days	91	95	90	96
	County cases opened within 2 business days	100	99	99	99
	Traffic (UTC) cases opened within 4 business days	100	100	100	100
	Probate cases opened within 2 business days	97	98	99	95
	Family cases opened within 3 business days	100	95	100	99
Juvenile Dependency cases opened within 2 business days	99	100	100	100	
Criminal Cases	Circuit defendants docket entries entered within 3 business days	94	93	93	94
	County defendants docket entries entered within 3 business days	93	93	93	95
	Juvenile Delinquency docket entries entered within 3 business days	99	99	98	99
	Traffic (UTC) docket entries entered within 3 business days	99	99	99	99
Civil Cases	Circuit cases entered within 3 business days	98	100	98	98
	County cases entered within 3 business days	97	99	98	99
	Traffic (UTC) cases entered within 4 business days	100	99	100	99
	Probate cases entered within 3 business days	99	99	99	100
	Family cases entered within 3 business days	99	100	99	99
Juvenile Dependency cases entered within 3 business days	100	99	99	100	

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Constitutional

## Clerk of the Circuit Court - Clerk - Finance Administration (001-132-586)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Constitutional Payments	2,112,646	2,305,664	2,642,358	-	2,642,358	2,772,545
Total Budgetary Costs	2,112,646	2,305,664	2,642,358	-	2,642,358	2,772,545
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	2,112,646	2,305,664	2,642,358	-	2,642,358	2,772,545
Total Revenues	2,112,646	2,305,664	2,642,358	-	2,642,358	2,772,545
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Clerk - Finance Division	27.00	27.00	27.00	1.00	28.00	28.00
Total Full-Time Equivalents (FTE)	27.00	27.00	27.00	1.00	28.00	28.00

The Clerk's FY 2024 budget includes increased costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. Additional costs are associated with the addition of an accounting position to support increased demands related to the Clerk's Finance duties to the County.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Constitutional

## Clerk of the Circuit Court - Clerk - Article V Expenses (110-537-614)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	395,384	479,897	486,828	-	486,828	511,082
Total Budgetary Costs	395,384	479,897	486,828	-	486,828	511,082
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
110 Fine and Forfeiture	395,384	479,897	486,828	-	486,828	511,082
Total Revenues	395,384	479,897	486,828	-	486,828	511,082
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 budget reflects an increase in Article V funding in the amount of \$5,179, associated with cost-of-living adjustments, increased retirement rates and funding for 5% raises for all employees. These increases are offset by a decrease in workers' compensation costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Constitutional

## Property Appraiser (001-512-586)

<b>Mission</b>	The mission of the Property Appraiser is to provide our community with accurate assessments, exceptional service, and a commitment to public trust.
<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, Chapter 195.087, and Chapters 193, 194, 196, 197, 200.
<b>Advisory Board</b>	None

Performance Measures				
Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
Parcel Count (Real and Personal Property)	122,872	123,414	124,061	124,150
Property Transactions (Sale Count)	13,596	12,911	13,000	12,500
Number of Homestead Exemptions (F.S. 196.031)	57,356	58,253	58,699	58,953
Number of Senior Exemptions (F.S. 196.075)	1,509	1,494	1,517	1,520

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Constitutional

## Property Appraiser (001-512-586)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Constitutional Payments	5,419,104	5,980,519	6,060,004	-	6,060,004	6,359,166
Total Budgetary Costs	5,419,104	5,980,519	6,060,004	-	6,060,004	6,359,166
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	5,419,104	5,980,519	6,060,004	-	6,060,004	6,359,166
Total Revenues	5,419,104	5,980,519	6,060,004	-	6,060,004	6,359,166
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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's budget reflects a minor increase from FY 2023. Costs associated with retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. In order to streamline the budget and ensure fiscal responsibility and efficiency, these increases are offset by a decrease in workers' compensation, the zero funding of two full-time equivalent (FTE) positions, reduction in temporary employees, no new vehicle purchases and completion of existing IT projects.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Constitutional

## Sheriff Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	65,902,494	71,672,091	80,447,212	-	80,447,212	87,058,314
Operating	20,127,004	21,536,573	22,489,272	-	22,489,272	22,489,272
Capital Outlay	4,537,150	2,346,089	2,260,662	-	2,260,662	2,050,662
Grants-in-Aid	9,500	-	-	-	-	-
Interfund Transfers	115,684	-	-	-	-	-
Budgeted Reserves	-	150,000	150,000	-	150,000	150,000
Sheriff Offset	-	(1,637,979)	(1,746,981)	-	-1,746,981	(1,781,921)
Total Budgetary Costs	90,691,832	94,066,774	103,600,165	-	103,600,165	109,966,327

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Detention (110-511-586)	37,197,900	40,905,113	43,836,153	-	43,836,153	46,264,932
Law Enforcement (110-510-586)	53,493,932	53,161,661	59,764,012	-	59,764,012	63,701,395
Total Budget	90,691,832	94,066,774	103,600,165	-	103,600,165	109,966,327

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
110 Fine and Forfeiture	90,691,832	94,066,774	103,600,165	-	103,600,165	109,966,327
Total Revenues	90,691,832	94,066,774	103,600,165	-	103,600,165	109,966,327

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Law Enforcement	394.00	394.00	394.00	-	394.00	394.00
Detention	288.00	288.00	288.00	-	288.00	288.00
Total Full-Time Equivalents (FTE)	682.00	682.00	682.00	-	682.00	682.00

## LEON COUNTY FISCAL YEAR 2024 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

Performance Measures				
Performance Measures	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
Number of civil processes served <sup>1</sup> .	11,528	15,281	15,500	16,000
Number of uniform patrol primary/secondary calls for service <sup>2</sup> .	43,812	42,350	43,000	44,000
Number of warrants served. <sup>3</sup>	425	572	575	600
Number visitors checked at Courthouse entrances. <sup>3</sup>	69,134	147,030	150,000	153,000

Notes:

1. Previous numbers reflected annual actuals instead of fiscal year actuals. Reporting now reflects fiscal year actuals. Number does not include attempt for service. FY 2022 saw a return to pre-pandemic numbers. FY 2023 and FY 2024 estimates assume a return to a more normal range.
2. Values reflect calls for Uniformed Patrol only.
3. Previous numbers reflected annual actuals instead of fiscal year actuals. Reporting now reflects fiscal year actuals. FY 2021 and FY 2022 numbers are due to courthouse closures and other restrictions during the COVID-19 pandemic. FY 2023 and 2024 estimates forecast a more normal range.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Constitutional

## Sheriff - Law Enforcement (110-510-586)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	39,179,886	43,263,004	48,868,313	-	48,868,313	52,840,636
Operating	7,614,392	9,152,547	10,554,018	-	10,554,018	10,554,018
Capital Outlay	4,459,542	2,309,089	2,013,662	-	2,013,662	2,013,662
Grants-in-Aid	9,500	-	-	-	-	-
Interfund Transfers	2,230,613	-	-	-	-	-
Budgeted Reserves	-	75,000	75,000	-	75,000	75,000
Sheriff Offset	-	(1,637,979)	(1,746,981)	-	(1,746,981)	(1,781,921)
Total Budgetary Costs	53,493,932	53,161,661	59,764,012	-	59,764,012	63,701,395
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
110 Fine and Forfeiture	53,493,932	53,161,661	59,764,012	-	59,764,012	63,701,395
Total Revenues	53,493,932	53,161,661	59,764,012	-	59,764,012	63,701,395

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Constitutional

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Employee Development Training Admin.	1.00	1.00	1.00	-	1.00	1.00
Crime Analyst - Real Time Crime Center	4.00	4.00	4.00	-	4.00	4.00
Executive Director of Youth Services	1.00	1.00	1.00	-	1.00	1.00
Research & Planning Admin.	1.00	1.00	1.00	-	1.00	1.00
Crime Scene Specialist	1.00	1.00	1.00	-	1.00	1.00
Digital Forensic Examiner	1.00	1.00	1.00	-	1.00	1.00
Community Relations Specialist	2.00	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	1.00
Captain	7.00	7.00	7.00	-	7.00	7.00
Chief Administrative Officer	1.00	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
Part Time Positions	24.00	24.00	24.00	-	24.00	24.00
Communications Officer	1.00	1.00	1.00	-	1.00	1.00
Deputy	208.00	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	12.00	12.00	12.00	-	12.00	12.00
Assistant Sheriff	2.00	2.00	2.00	-	2.00	2.00
Process Server	7.00	7.00	7.00	-	7.00	7.00
Records Clerk	3.00	3.00	3.00	-	3.00	3.00
Records Manager	1.00	1.00	1.00	-	1.00	1.00
Secretary	1.00	1.00	1.00	-	1.00	1.00
Sergeant	41.00	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	1.50	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	7.00	7.00	7.00	-	7.00	7.00
Fingerprint Clerk	1.00	1.00	1.00	-	1.00	1.00
Fiscal Operations Purch/Prop	4.00	4.00	4.00	-	4.00	4.00
Fleet Maintenance Mechanic	4.00	4.00	4.00	-	4.00	4.00
Human Resources Generalist	2.00	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	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	1.50	1.50	1.50	-	1.50	1.50
Traffic Support Specialist	1.00	1.00	1.00	-	1.00	1.00
Chief	4.00	4.00	4.00	-	4.00	4.00
IT Analyst	2.00	2.00	2.00	-	2.00	2.00
Property and Evidence Supervisor	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	394.00	394.00	394.00	-	394.00	394.00

# LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Constitutional

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### **Sheriff - Law Enforcement (110-510-586)**

The Sheriff's budget (Law Enforcement & Detention) increased by a total of 9.77%. The Law Enforcement portion of the Sheriff's budget increased by 12.10% and includes:

1. Costs associated with retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, increase in workers' compensation costs, and funding for 5% raises for non-sworn staff. The workers' compensation budget was increased to reconcile the cost of claims between Leon County Government and the Sheriff's Department. Additional personnel increases are aligned with Strategic Initiative #2023-24 which supports the Sheriff in implementing a step pay plan for sworn officers to achieve and maintain recruitment and retention efforts.
2. Other inflationary increases are associated with vehicle repair and fuel, minor repair and maintenance for facilities additional body-worn cameras, and taser upgrades.
3. The staffing summary has been revised to include part-time positions, including school crossing guards, which have historically not been reflected in the FTE count.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Constitutional

## Sheriff – Detention (110-511-586)

<b>Mission</b>	The mission of the Leon County Sheriff's Office – Detention is to provide the highest professional level of effective and efficient detention and re-entry 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 2021 Actual	FY 2022 Actual	FY 2023 Estimate	FY 2024 Estimate
Number of inmates on average. <sup>1</sup>	1,115	1,157	1,180	1,180
Number of work crew labor hours. <sup>2</sup>	5,184	10,869	13,288	13,288

## Notes:

1. Average Detention Facility numbers are gathered by the Justice Information System (JIS) through a timeline report.
2. The number of work crew labor hours consists of different populations of workers; those that are court ordered to work with Leon County Public Works and those that come from inside the detention facility and assist on Sheriff internal programs as well as the detention facility grounds. The Sheriff's work crew hours are increasing while those ordered to work with Leon County Public Works have seen a continued decline.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Constitutional

## Sheriff - Detention (110-511-586)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	26,722,609	28,409,087	31,578,899	-	31,578,899	34,217,678
Operating	12,512,612	12,384,026	11,935,254	-	11,935,254	11,935,254
Capital Outlay	77,608	37,000	247,000	-	247,000	37,000
Interfund Transfers	(2,114,929)	-	-	-	-	-
Budgeted Reserves	-	75,000	75,000	-	75,000	75,000
<b>Total Budgetary Costs</b>	<b>37,197,900</b>	<b>40,905,113</b>	<b>43,836,153</b>	<b>-</b>	<b>43,836,153</b>	<b>46,264,932</b>
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
110 Fine and Forfeiture	37,197,900	40,905,113	43,836,153	-	43,836,153	46,264,932
<b>Total Revenues</b>	<b>37,197,900</b>	<b>40,905,113</b>	<b>43,836,153</b>	<b>-</b>	<b>43,836,153</b>	<b>46,264,932</b>
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Captain	4.00	4.00	4.00	-	4.00	4.00
Lieutenant	9.00	9.00	9.00	-	9.00	9.00
Sergeant	29.00	29.00	29.00	-	29.00	29.00
Correctional Officer	212.00	212.00	212.00	-	212.00	212.00
Correctional Technician	20.00	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	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>288.00</b>	<b>288.00</b>	<b>288.00</b>	<b>-</b>	<b>288.00</b>	<b>288.00</b>

The Sheriff's budget (Law Enforcement & Detention) increased by a total of 9.77%. The Detention portion of the Sheriff's budget increased by 6.57% and includes:

1. Costs associated with retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, increase in workers' compensation costs, and funding for 5% raises for non-sworn staff. Additional personnel increases are aligned with Strategic Initiative #2023-24 which supports the Sheriff in implementing a step pay plan for sworn officers to achieve and maintain recruitment and retention efforts.
2. Other increases are associated with repair and maintenance for facilities and offices and capital outlay expenses realigned from the Leon County Detention CIP (cameras, laundry equipment and minor facility improvements) and contractual increases for medical and food.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Constitutional

## Supervisor of Elections Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	2,886,051	2,915,448	4,194,465	-	4,194,465	3,500,319
Operating	1,965,534	1,813,527	3,182,453	-	3,182,453	2,269,179
Capital Outlay	19,658	-	8,300	-	8,300	-
Constitutional Payments	346,568	-	-	-	-	-
Total Budgetary Costs	5,217,811	4,728,975	7,385,218	-	7,385,218	5,769,498

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Elections (060-520-586)	62,382	-	-	-	-	-
Elections (060-521-513)	1,953,614	1,539,109	3,708,622	-	3,708,622	2,070,027
Elections (060-521-586)	284,186	-	-	-	-	-
Voter Registration (060-520-513)	2,917,628	3,189,866	3,676,596	-	3,676,596	3,699,471
Total Budget	5,217,811	4,728,975	7,385,218	-	7,385,218	5,769,498

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
060 Supervisor of Elections	5,217,811	4,728,975	7,385,218	-	7,385,218	5,769,498
Total Revenues	5,217,811	4,728,975	7,385,218	-	7,385,218	5,769,498

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Voter Registration	21.00	22.00	22.00	-	22.00	22.00
Total Full-Time Equivalents (FTE)	21.00	22.00	22.00	-	22.00	22.00

<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 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>	Leon County Canvassing Board

Performance Measures	2022 Election Cycle Actual		2024 Election Cycle Estimates			2026 Election Cycle Estimates	
	Primary	General	PPP (R & D) <sup>1</sup>	Primary	General	Primary	General
Registered Voters <sup>1</sup>	201,884	204,268	165,000	210,000	215,000	218,000	222,000
Voters Who Voted	66,891	118,286	74,250	75,600	161,250	80,660	139,860
Voter Turnout Percentage	33%	58%	45%	36%	75%	37%	63%
Number of Early Voters	12,196	32,363	15,590	15,120	45,550	16,940	46,150
Precinct Poll Workers Deployed	773	784	750	800	850	750	850
Vote-By-Mail Ballots Mailed <sup>1</sup>	66,146	66,203	55,000	65,000	75,000	55,000	65,000
Vote-By-Mail Ballots Processed	27,863	39,974	33,000	35,750	56,250	31,350	46,800
Provisional Ballots Cast	58	173	100	60	200	65	180
Provisional Ballots Accepted	32	63	50	32	100	35	90

## Notes:

1. Budget estimates were submitted in May 2023 before any announcements for Presidential nominations, therefore the SOE budgeted for a potential two-party Presidential Preference Primary (PPP) election. If there is not a Democratic nomination for President other than incumbent President Biden, the PPP would only include Republican voters as there would be no ballot for Democratic voters. Republican registered voters in Leon County as of June 2023 stand at 55,000. Many of the figures for the PPP would drop substantially if there is no Democratic ballot for PPP.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Constitutional

## Supervisor of Elections - Voter Registration (060-520-513)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	2,322,466	2,463,992	2,867,180	-	2,867,180	2,959,169
Operating	586,844	725,874	801,116	-	801,116	740,302
Capital Outlay	8,318	-	8,300	-	8,300	-
Total Budgetary Costs	2,917,628	3,189,866	3,676,596	-	3,676,596	3,699,471

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
060 Supervisor of Elections	2,917,628	3,189,866	3,676,596	-	3,676,596	3,699,471
Total Revenues	2,917,628	3,189,866	3,676,596	-	3,676,596	3,699,471

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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
Voter Services Director	1.00	1.00	1.00	-	1.00	1.00
Information 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 Manager	1.00	1.00	1.00	-	1.00	1.00
Election Day Manager	1.00	1.00	1.00	-	1.00	1.00
Voter Services Manager	1.00	1.00	-	-	-	-
Voting Operations Tech	2.00	2.00	-	-	-	-
Voter Services Specialist II	-	-	1.00	-	1.00	1.00
Demographics/GIS Manager	1.00	1.00	1.00	-	1.00	1.00
Voter Services Coordinator	3.00	1.00	1.00	-	1.00	1.00
Accounting Specialist	-	-	1.00	-	1.00	1.00
Voting Operations Tech	1.00	1.00	1.00	-	1.00	1.00
Learning & Development Specialist	-	-	1.00	-	1.00	1.00
Voter Services Specialist	2.00	3.00	-	-	-	-
Voting Operations Tech II	1.00	1.00	1.00	-	1.00	1.00
Outreach Specialist	1.00	-	-	-	-	-
Info. Technology Specialist	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	1.00
Information Technology Spec.	-	1.00	-	-	-	-
Compliance and Voter Communications Coordinator	-	-	1.00	-	1.00	1.00
Public Info Spec - Elections	-	-	1.00	-	1.00	1.00
Information Technology Specialist	-	-	2.00	-	2.00	2.00
Voter Services Administrative Specialist	-	-	1.00	-	1.00	1.00
Voter Services Specialist	-	-	1.00	-	1.00	1.00
Public Info Spec - Elections	-	1.00	-	-	-	-
Total Full-Time Equivalents (FTE)	21.00	22.00	22.00	-	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 2024 cycle includes a presidential election. In addition, the Florida Legislature enacted new voter verification requirements for felony research by each Supervisor of Elections office requiring an increase in personnel costs as additional staff are needed to conduct the research.

## Increases to Program Funding:

1. Costs associated with retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers' compensation costs.
2. Personnel costs associated with additional temporary personnel needed for the presidential election and felony research for voter verification.
3. Additional inflationary costs are associated with additional certified mail due to felony research and redistricting mailouts, printing and mailing absentee ballots, election guides, and other bulk correspondences to voters to meet new statutory guidelines.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Constitutional

## Supervisor of Elections - Elections (060-521-513)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	563,585	451,456	1,327,285	-	1,327,285	541,150
Operating	1,378,689	1,087,653	2,381,337	-	2,381,337	1,528,877
Capital Outlay	11,340	-	-	-	-	-
Total Budgetary Costs	1,953,614	1,539,109	3,708,622	-	3,708,622	2,070,027

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
060 Supervisor of Elections	1,953,614	1,539,109	3,708,622	-	3,708,622	2,070,027
Total Revenues	1,953,614	1,539,109	3,708,622	-	3,708,622	2,070,027

<b>OPS Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 cycle includes a presidential election. In addition, the Florida Legislature enacted new voter verification requirements for felony research by each Supervisor of Elections office requiring an increase in personnel costs as additional staff are needed to conduct the research.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Constitutional

## Tax Collector Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Constitutional Payments	5,883,136	6,445,377	7,103,357	-	7,103,357	7,232,371
Total Budgetary Costs	5,883,136	6,445,377	7,103,357	-	7,103,357	7,232,371

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Tax Collector (001-513-586)	5,561,527	6,059,912	6,579,110	-	6,579,110	6,700,692
Tax Collector (123-513-586)	67,849	74,028	74,768	-	74,768	74,768
Tax Collector (135-513-586)	157,578	203,568	329,100	-	329,100	335,700
Tax Collector (145-513-586)	59,155	61,197	74,116	-	74,116	75,049
Tax Collector (162-513-586)	1,788	4,959	4,550	-	4,550	4,449
Tax Collector (164-513-586)	4,451	5,000	5,000	-	5,000	5,000
Tax Collector (401-513-586)	30,787	36,713	36,713	-	36,713	36,713
Total Budget	5,883,136	6,445,377	7,103,357	-	7,103,357	7,232,371

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	5,561,527	6,059,912	6,579,110	-	6,579,110	6,700,692
123 Stormwater Utility	67,849	74,028	74,768	-	74,768	74,768
135 Emergency Medical Services MSTU	157,578	203,568	329,100	-	329,100	335,700
145 Fire Services Fee	59,155	61,197	74,116	-	74,116	75,049
162 County Accepted Roadways and Drainage Syst	1,788	4,959	4,550	-	4,550	4,449
164 Special Assessment - Sewer	4,451	5,000	5,000	-	5,000	5,000
401 Solid Waste	30,787	36,713	36,713	-	36,713	36,713
Total Revenues	5,883,136	6,445,377	7,103,357	-	7,103,357	7,232,371

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 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 2024 TENTATIVE BUDGET

## »» Constitutional

## Tax Collector - Tax Collector (001-513-586)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Constitutional Payments	5,561,527	6,059,912	6,579,110	-	6,579,110	6,700,692
Total Budgetary Costs	5,561,527	6,059,912	6,579,110	-	6,579,110	6,700,692
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	5,561,527	6,059,912	6,579,110	-	6,579,110	6,700,692
Total Revenues	5,561,527	6,059,912	6,579,110	-	6,579,110	6,700,692
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 7.87% 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.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Constitutional

## Tax Collector - Tax Collector (123-513-586)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Constitutional Payments	67,849	74,028	74,768	-	74,768	74,768
Total Budgetary Costs	67,849	74,028	74,768	-	74,768	74,768
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
123 Stormwater Utility	67,849	74,028	74,768	-	74,768	74,768
Total Revenues	67,849	74,028	74,768	-	74,768	74,768

## Notes:

The budget reflects estimated commission payments associated with the collection of the non ad valorem stormwater assessment.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Constitutional

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**Tax Collector - Tax Collector (135-513-586)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Constitutional Payments	157,578	203,568	329,100	-	329,100	335,700
Total Budgetary Costs	157,578	203,568	329,100	-	329,100	335,700
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
135 Emergency Medical Services MSTU	157,578	203,568	329,100	-	329,100	335,700
Total Revenues	157,578	203,568	329,100	-	329,100	335,700

## Notes:

This budget reflects estimated commission payments associated with the collection of Emergency Medical Services MSTU ad valorem taxes. The increase reflects increased collections due to the EMS millage rate increasing from 0.50 to 0.75.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Constitutional

## Tax Collector - Tax Collector (145-513-586)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Constitutional Payments	59,155	61,197	74,116	-	74,116	75,049
Total Budgetary Costs	59,155	61,197	74,116	-	74,116	75,049
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
145 Fire Services Fee	59,155	61,197	74,116	-	74,116	75,049
Total Revenues	59,155	61,197	74,116	-	74,116	75,049

## Notes:

This budget reflects estimated commission payments associated with the collection of the non ad valorem fire service assessment. Increased costs are directly related to the increase in the fire services assessments as reflected in the joint City/County rate study.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Constitutional

## Tax Collector - Tax Collector (162-513-586)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Constitutional Payments	1,788	4,959	4,550	-	4,550	4,449
Total Budgetary Costs	1,788	4,959	4,550	-	4,550	4,449
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
162 County Accepted Roadways and Drainage Systems Program (CARDS) (162)	1,788	4,959	4,550	-	4,550	4,449
Total Revenues	1,788	4,959	4,550	-	4,550	4,449

## 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 2024 TENTATIVE BUDGET

## »» Constitutional

## Tax Collector - Tax Collector (164-513-586)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Constitutional Payments	4,451	5,000	5,000	-	5,000	5,000
Total Budgetary Costs	4,451	5,000	5,000	-	5,000	5,000
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
164 Special Assessment - Sewer	4,451	5,000	5,000	-	5,000	5,000
Total Revenues	4,451	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 Killearn Lakes Unit I & II and Belair/Annawood.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Constitutional

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**Tax Collector - Tax Collector (401-513-586)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Constitutional Payments	30,787	36,713	36,713	-	36,713	36,713
Total Budgetary Costs	30,787	36,713	36,713	-	36,713	36,713
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
401 Solid Waste	30,787	36,713	36,713	-	36,713	36,713
Total Revenues	30,787	36,713	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 2024 TENTATIVE BUDGET

**»» Judicial  
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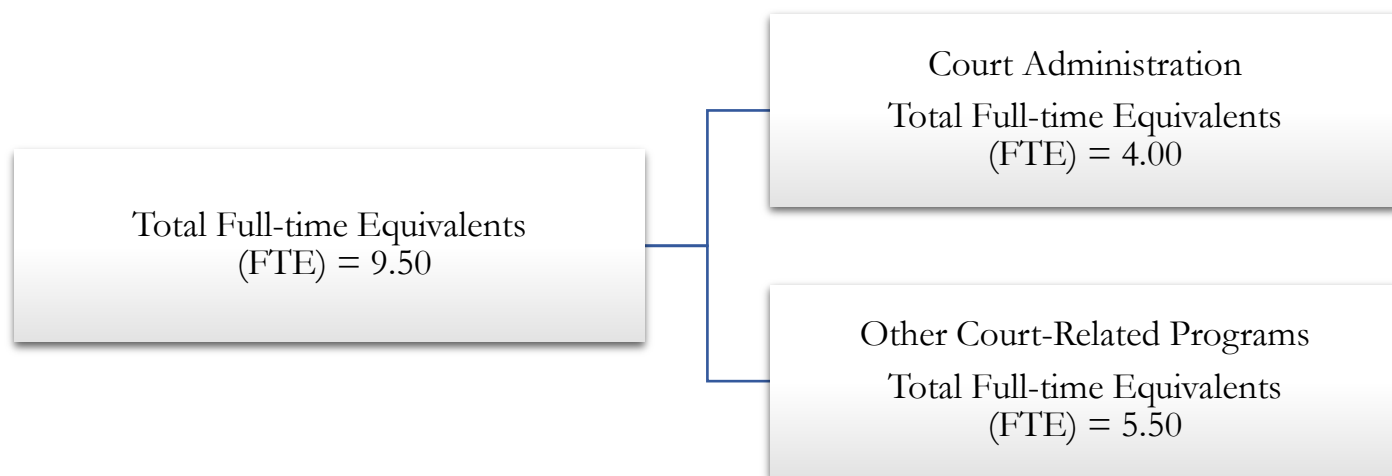
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# » Judicial Organizational Chart

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## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# » Judicial Executive Summary

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The Judicial section of the Leon County FY 2024 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 61,495 jail beds and \$5.9 million in costs will be avoided in FY 2024 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 3.41% of graduates will re-offend in FY 2024.

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 2024. Additionally, the Board approved a plan to use current and future funds from the opioid litigation settlement to expand existing programs provided by the 2<sup>nd</sup> Judicial Circuit for substance abuse treatment and other ancillary services for people involved in or transitioning out of the criminal justice system and adversely impacted by opioids in Leon County.

In FY 2017, 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 2024. 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 2024. 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 2024, Guardian Ad Litem will represent approximately 687 children who are residents of Leon County.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Judicial

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	599,068	619,112	616,475	-	616,475	631,540
Operating	176,330	291,867	305,152	-	305,152	305,037
Capital Outlay	-	52,440	52,725	-	52,725	52,725
Grants-in-Aid	301,500	309,940	310,225	-	310,225	310,225
Total Budgetary Costs	1,076,898	1,273,359	1,284,577	-	1,284,577	1,299,527

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Court Administration	305,111	304,893	315,613	-	315,613	325,404
Other Court-Related Programs	549,556	670,038	656,546	-	656,546	661,705
State Attorney	96,410	131,915	130,280	-	130,280	130,280
Public Defender	109,170	143,645	160,125	-	160,125	160,125
Guardian Ad Litem	16,651	22,868	22,013	-	22,013	22,013
Total Budget	1,076,898	1,273,359	1,284,577	-	1,284,577	1,299,527

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	321,762	327,761	337,626	-	337,626	347,417
110 Fine and Forfeiture	463,080	533,060	547,905	-	547,905	547,905
114 Family Law Legal Services	51,309	53,110	53,405	-	53,405	54,636
117 Judicial Programs	240,748	359,428	345,641	-	345,641	349,569
Total Revenues	1,076,898	1,273,359	1,284,577	-	1,284,577	1,299,527

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Court Administration	3.00	4.00	4.00	-	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	9.50	9.50	-	9.50	9.50

## LEON COUNTY FISCAL YEAR 2024 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. Staffs the Criminal Justice Coordinating Committee (CJCC) and attends 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 2021 Actuals	FY 2022 Actuals	FY 2023 Estimate	FY 2024 Estimate
Number of Jail Beds Avoided Due to Criminal Case Management Unit Intervention. <sup>1</sup>	37,972	53,098	59,850	61,495
Estimated Cost Avoidance Due to Criminal Case Management Unit Intervention. <sup>2</sup>	\$3.6 million	\$5.09 million	\$5.75 million	\$5.9 million
Number of Defendants Ordered to a Psychiatric Facility for Stabilization. <sup>3</sup>	69	79	80	85
Number of Defendants Found to be Incompetent to Proceed. <sup>4</sup>	156	172	200	210
Number of Defendants served by Veterans Treatment Court (VTC). <sup>5</sup>	29	32	34	36
Number of Defendants served by Felony Drug Court (FDC). <sup>6</sup>	36	71	80	80

## Notes:

1. Jail bed days avoided indicates cases where staff provided case management services that resulted in treatment in facilities other than the detention facility or where case disposition was expedited.
2. Cost per day for the jail used in calculations is \$96.
3. Number of Defendants ordered to a psychiatric facility for stabilization indicates community-based care at Baker Act facilities in Leon County.
4. Number of Defendants found Incompetent to Proceed indicates defendants receiving competency restoration services at State mental health facilities or in the community. These cases are paused/stayed but monitored by staff until competency is restored by the court.
5. Veterans Treatment Court is a 12-month program with a diversionary and a post adjudication track. Successful completion of the diversion track results in case dismissal. Successful completion of the post adjudication track could result in early termination of probation. Participants receive treatment in the community versus remaining in custody for the duration of the program. Staff provide case management and intervention services throughout the program.
6. Felony Drug Court is a 12-month diversion program where treatment is provided in the community instead of the detention facility. Successful completion of the program results in case dismissal. Staff provide case management and intervention services for the duration of the program.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Judicial

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**Court Administration Summary**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	279,710	267,857	280,817	-	280,817	290,608
Operating	25,401	37,036	34,796	-	34,796	34,796
Total Budgetary Costs	305,111	304,893	315,613	-	315,613	325,404

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Court Administration (001-540-601)	291,691	292,638	305,598	-	305,598	315,389
Court Information Systems (001-540-713)	13,420	12,255	10,015	-	10,015	10,015
Total Budget	305,111	304,893	315,613	-	315,613	325,404

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	305,111	304,893	315,613	-	315,613	325,404
Total Revenues	305,111	304,893	315,613	-	315,613	325,404

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Court Administration	3.00	4.00	4.00	-	4.00	4.00
Total Full-Time Equivalentents (FTE)	3.00	4.00	4.00	-	4.00	4.00

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Judicial

## Court Administration - Court Administration (001-540-601)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	279,710	267,857	280,817	-	280,817	290,608
Operating	11,981	24,781	24,781	-	24,781	24,781
Total Budgetary Costs	291,691	292,638	305,598	-	305,598	315,389
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	291,691	292,638	305,598	-	305,598	315,389
Total Revenues	291,691	292,638	305,598	-	305,598	315,389
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
IT Technical Support Spec. II	-	1.00	1.00	-	1.00	1.00
Detention Review Coordinator	1.00	-	-	-	-	-
Criminal Court Specialist	1.00	2.00	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	4.00	4.00	-	4.00	4.00

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Judicial

## Court Administration - Court Information Systems (001-540-713)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	13,420	12,255	10,015	-	10,015	10,015
Total Budgetary Costs	13,420	12,255	10,015	-	10,015	10,015
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	13,420	12,255	10,015	-	10,015	10,015
Total Revenues	13,420	12,255	10,015	-	10,015	10,015

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 budget decrease is due to the allocation of the phone system and other communications charges that are adjusted annually.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Judicial

## Other Court-Related Programs Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	245,358	277,255	261,658	-	261,658	266,932
Operating	2,699	30,403	31,938	-	31,938	31,823
Capital Outlay	-	52,440	52,725	-	52,725	52,725
Grants-in-Aid	301,500	309,940	310,225	-	310,225	310,225
Total Budgetary Costs	549,556	670,038	656,546	-	656,546	661,705

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Alternative Juvenile Programs (117-509-569)	86,058	56,461	59,327	-	59,327	61,281
Court Administration - Teen Court (114-586-662)	51,309	53,110	53,405	-	53,405	54,636
Judicial Programs/Article V (117-548-662)	110,690	198,087	180,864	-	180,864	182,838
Law Library (117-546-714)	-	52,440	52,725	-	52,725	52,725
Legal Aid - Court (117-555-715)	44,000	52,440	52,725	-	52,725	52,725
Legal Aid (110-555-715)	257,500	257,500	257,500	-	257,500	257,500
Total Budget	549,556	670,038	656,546	-	656,546	661,705

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
110 Fine and Forfeiture	257,500	257,500	257,500	-	257,500	257,500
114 Family Law Legal Services	51,309	53,110	53,405	-	53,405	54,636
117 Judicial Programs	240,748	359,428	345,641	-	345,641	349,569
Total Revenues	549,556	670,038	656,546	-	656,546	661,705

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Court Administration - Teen Court	0.58	0.60	1.00	-	1.00	1.00
Alternative Juvenile Programs	1.00	1.00	1.00	-	1.00	1.00
Judicial Programs/Article V	3.92	3.90	3.50	-	3.50	3.50
Total Full-Time Equivalents (FTE)	5.50	5.50	5.50	-	5.50	5.50



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Judicial

## Other Court-Related Programs - Legal Aid (110-555-715)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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. The funds are to assist with Legal Aid providing community support to prevent evictions during COVID-19 and afterwards, the Board has approved maintaining this additional funding. The remaining Legal Aid funding is budgeted in Other Court –Related Programs.

## LEON COUNTY FISCAL YEAR 2024 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 2021 Actuals	FY 2022 Actuals	FY 2023 Estimates	FY 2024 Estimates
Number of Cases Referred to Teen Court. <sup>1</sup>	50	62	56	53
Number of Hours Active Officers Have Served. <sup>2</sup>	270	1,040	655	846
Number of Hours Teen Volunteers Have Served as Jurors. <sup>3</sup>	810	771	790	2,095
Number of Volunteer Service Hours Contributed. <sup>4</sup>	1,317	2,039	1,678	2,532
Number of Successful Completions. <sup>5</sup>	40	54	47	41
Percentage of Re-Offenders (Recidivism). <sup>6</sup>	5.0%	1.82%	3.41%	3.2%

## Notes:

1. The number of cases referred to Teen Court in FY 2022 reflect a more normal level of volunteers as the program resumed regular in-person events. Teen Court anticipates a slight decrease in FY 2023 and FY 2024.
2. "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.
3. The number of hours teen volunteers have served as jurors is anticipated to increase in FY 2023 and FY 2024 as the number of Civics field trips and teen court hearings are returning to pre-pandemic levels.
4. The number of volunteer service hours contributed reflects both the number of hours a youth participates and the number of adult volunteer hours.
5. The number of successful completions in FY 2022 reflects a more normal level as the program resumed regular in-person events. Teen Court anticipates a slight decrease in FY 2023 and FY 2024.
6. Teen Court recidivism rates will be reported on graduates that re-offend within one year of completing the program.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Judicial

## Other Court-Related Programs - Court Administration - Teen Court (114-586-662)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	48,610	41,207	39,967	-	39,967	41,313
Operating	2,698	11,903	13,438	-	13,438	13,323
Total Budgetary Costs	51,309	53,110	53,405	-	53,405	54,636
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
114 Family Law Legal Services	51,309	53,110	53,405	-	53,405	54,636
Total Revenues	51,309	53,110	53,405	-	53,405	54,636
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Education Coordinator	-	-	0.50	-	0.50	0.50
Teen Court Dir./Volunteer Coor	0.58	0.60	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	0.58	0.60	1.00	-	1.00	1.00

The major variances for the FY 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.
2. Personnel cost associated with the realignment of .4 FTE from Judicial Programs/Article V to Teen Court.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Judicial

## Other Court-Related Programs - Alternative Juvenile Programs (117-509-569)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	86,058	52,961	55,827	-	55,827	57,781
Operating	-	3,500	3,500	-	3,500	3,500
Total Budgetary Costs	86,058	56,461	59,327	-	59,327	61,281
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
117 Judicial Programs	86,058	56,461	59,327	-	59,327	61,281
Total Revenues	86,058	56,461	59,327	-	59,327	61,281
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 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 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Judicial

## Other Court-Related Programs - Law Library (117-546-714)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Capital Outlay	-	52,440	52,725	-	52,725	52,725
Total Budgetary Costs	-	52,440	52,725	-	52,725	52,725
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
117 Judicial Programs	-	52,440	52,725	-	52,725	52,725
Total Revenues	-	52,440	52,725	-	52,725	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 2024 TENTATIVE BUDGET

## »» Judicial

## Other Court-Related Programs - Judicial Programs/Article V (117-548-662)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	110,690	183,087	165,864	-	165,864	167,838
Operating	-	15,000	15,000	-	15,000	15,000
Total Budgetary Costs	110,690	198,087	180,864	-	180,864	182,838
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
117 Judicial Programs	110,690	198,087	180,864	-	180,864	182,838
Total Revenues	110,690	198,087	180,864	-	180,864	182,838
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Teen Court Dir./Volunteer Coor	0.42	0.40	0.50	-	0.50	0.50
Court Operations Consultant	-	-	1.00	-	1.00	1.00
Teen Court Education Coordinat	1.00	1.00	-	-	-	-
Trial Court Marshal	1.00	1.00	-	-	-	-
Senior Court Operations Consultant	-	-	1.00	-	1.00	1.00
Court Liaison Officer	0.50	0.50	-	-	-	-
Integrated Computer Sy Int Dev	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	3.92	3.90	3.50	-	3.50	3.50

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.

## Decreases to Program Funding:

1. Cost savings associated with the retirement of a long-standing employee, and the reallocation of .4 FTE to Teen Court.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Judicial

## Other Court-Related Programs - Legal Aid - Court (117-555-715)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Grants-in-Aid	44,000	52,440	52,725	-	52,725	52,725
Total Budgetary Costs	44,000	52,440	52,725	-	52,725	52,725
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
117 Judicial Programs	44,000	52,440	52,725	-	52,725	52,725
Total Revenues	44,000	52,440	52,725	-	52,725	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 2024 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 2021 Actuals	FY 2022 Actuals	FY 2023 Estimate	FY 2024 Estimate
Number of Felony Cases disposed	4,195	5,231	5,400	5,700
Number of Juvenile Cases disposed	661	667	700	750
Number of Misdemeanor Cases disposed	4,209	5,423	5,700	6,100
Number of Baker Acts disposed	796	643	700	700
Number of Warrants reviewed <sup>1</sup>	1,328	1,400	1,500	1,500

Note:

1. The procedure for tracking reviewed warrants was established in January 2021.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Judicial

## State Attorney Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	59,410	94,915	93,280	-	93,280	93,280
Total Budgetary Costs	96,410	131,915	130,280	-	130,280	130,280
<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
State Attorney (110-532-602)	83,075	118,600	118,600	-	118,600	118,600
State Attorney (110-532-713)	13,335	13,315	11,680	-	11,680	11,680
Total Budget	96,410	131,915	130,280	-	130,280	130,280
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
110 Fine and Forfeiture	96,410	131,915	130,280	-	130,280	130,280
Total Revenues	96,410	131,915	130,280	-	130,280	130,280

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Judicial

## State Attorney - State Attorney (110-532-602)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	46,075	81,600	81,600	-	81,600	81,600
Total Budgetary Costs	83,075	118,600	118,600	-	118,600	118,600
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
110 Fine and Forfeiture	83,075	118,600	118,600	-	118,600	118,600
Total Revenues	83,075	118,600	118,600	-	118,600	118,600

Funding remains consistent with the previous fiscal year.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Judicial

## State Attorney - State Attorney (110-532-713)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	13,335	13,315	11,680	-	11,680	11,680
Total Budgetary Costs	13,335	13,315	11,680	-	11,680	11,680
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
110 Fine and Forfeiture	13,335	13,315	11,680	-	11,680	11,680
Total Revenues	13,335	13,315	11,680	-	11,680	11,680

As part of the Article V funding requirement, expenses for communication costs are budgeted in State Attorney Information Systems. The budget decrease is due to the allocation of the phone system and other communications charges that are adjusted annually.

## LEON COUNTY FISCAL YEAR 2024 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 2021 Actuals	FY 2022 Actuals	FY 2023 Estimate	FY 2024 Estimate
Number of Total Appointed/Reopened Cases.	8,350	9,147	8,387	9,000
Number of Cases Pled.	3,268	4,217	3,884	4,000
Number of Nolle Processed/Dismissed Cases.	585	482	590	550
Number of Total Cases Closed.	7,881	9,302	8,782	9,000
Number of Substantiated Bar Grievances.	0	0	0	0
Number of Appellate Clients Represented.	732	662	732	750
Number of Appellate Briefs Filed.	852	787	885	850

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Judicial

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**Public Defender Summary**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	72,170	106,645	123,125	-	123,125	123,125
Total Budgetary Costs	109,170	143,645	160,125	-	160,125	160,125

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Public Defender (110-533-603)	84,050	118,525	118,525	-	118,525	118,525
Public Defender (110-533-713)	25,120	25,120	41,600	-	41,600	41,600
Total Budget	109,170	143,645	160,125	-	160,125	160,125

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
110 Fine and Forfeiture	109,170	143,645	160,125	-	160,125	160,125
Total Revenues	109,170	143,645	160,125	-	160,125	160,125

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Judicial

## Public Defender - Public Defender (110-533-603)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	47,050	81,525	81,525	-	81,525	81,525
Total Budgetary Costs	84,050	118,525	118,525	-	118,525	118,525
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
110 Fine and Forfeiture	84,050	118,525	118,525	-	118,525	118,525
Total Revenues	84,050	118,525	118,525	-	118,525	118,525

Funding remains consistent with the previous fiscal year.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Judicial

## Public Defender - Public Defender (110-533-713)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	25,120	25,120	41,600	-	41,600	41,600
Total Budgetary Costs	25,120	25,120	41,600	-	41,600	41,600
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
110 Fine and Forfeiture	25,120	25,120	41,600	-	41,600	41,600
Total Revenues	25,120	25,120	41,600	-	41,600	41,600

As part of the Article V funding requirement, expenses for communication costs are budgeted in Public Defender Information Systems. The budget increase is due to the allocation of the phone system and other communications charges that are adjusted annually.

## LEON COUNTY FISCAL YEAR 2024 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 2021 Actuals	FY 2022 Actuals	FY 2023 Estimate	FY 2024 Estimate
Number of Leon County Cases. <sup>1</sup>	387	372	379	387
Number of Leon County Children Served. <sup>1</sup>	656	674	687	701
Number of Volunteers. <sup>2</sup>	344	439	571	582

## Notes:

1. The office predicts a 2% increase in the number of cases and children served.
2. In FY 2023-2024, Guardian ad Litem Office 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. Guardian ad Litem Office will also incorporate some face-to-face volunteer preservice training.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Judicial

## Guardian Ad Litem Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	16,651	22,868	22,013	-	22,013	22,013
Total Budgetary Costs	16,651	22,868	22,013	-	22,013	22,013
<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
GAL Information Systems (001-547-713)	2,635	2,630	1,775	-	1,775	1,775
Guardian Ad Litem (001-547-685)	14,016	20,238	20,238	-	20,238	20,238
Total Budget	16,651	22,868	22,013	-	22,013	22,013
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	16,651	22,868	22,013	-	22,013	22,013
Total Revenues	16,651	22,868	22,013	-	22,013	22,013

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Judicial

## Guardian Ad Litem - Guardian Ad Litem (001-547-685)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	14,016	20,238	20,238	-	20,238	20,238
Total Budgetary Costs	14,016	20,238	20,238	-	20,238	20,238
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	14,016	20,238	20,238	-	20,238	20,238
Total Revenues	14,016	20,238	20,238	-	20,238	20,238

Funding remains consistent with the previous fiscal year.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Judicial

## Guardian Ad Litem - GAL Information Systems (001-547-713)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	2,635	2,630	1,775	-	1,775	1,775
Total Budgetary Costs	2,635	2,630	1,775	-	1,775	1,775
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	2,635	2,630	1,775	-	1,775	1,775
Total Revenues	2,635	2,630	1,775	-	1,775	1,775

The budget decrease is due to the allocation of the phone system and other communications charges that are adjusted annually.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

**»» Non-Operating  
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## LEON COUNTY FISCAL YEAR 2024 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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	656,699	717,122	745,082	-	745,082	765,803
Operating	25,805,138	28,370,870	28,881,258	-	28,881,258	29,182,935
Capital Outlay	280,207	150,000	150,000	-	150,000	150,000
Grants-in-Aid	5,016,553	5,193,119	5,559,588	25,000	5,584,588	5,705,930
Budgeted Reserves	-	210,000	1,626,951	-	1,626,951	2,319,474
Total Budgetary Costs	31,758,597	34,641,111	36,962,879	25,000	36,987,879	38,124,142

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Risk Management	(407,191)	-	-	-	-	-
Line Item Funding	190,000	100,000	100,000	-	100,000	-
Fire Control	10,424,682	10,562,113	11,354,276	-	11,354,276	11,518,055
Cost Allocations	-	-	-	-	-	-
Risk Allocations	1,375,026	1,509,839	1,791,481	-	1,791,481	1,798,766
Risk Financing & Workers Comp	5,613,397	5,415,000	5,783,236	-	5,783,236	5,836,695
Communications	3,271,444	3,807,263	3,972,734	-	3,972,734	4,031,278
Budgeted Reserves	64,465	210,000	1,626,951	-	1,626,951	2,319,474
Other Non-Operating	7,836,033	9,604,185	8,529,854	25,000	8,554,854	8,635,310
Consolidated Dispatch Agency (CDA)	3,390,741	3,432,711	3,804,347	-	3,804,347	3,984,564
Total Budget	31,758,597	34,641,111	36,962,879	25,000	36,987,879	38,124,142

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	(134,336)	1,348,482	(265,848)	25,000	(240,848)	(574,033)
060 Supervisor of Elections	44,054	46,815	51,534	-	51,534	51,656
106 Transportation Trust	2,182,255	1,945,817	2,159,040	-	2,159,040	2,220,797
110 Fine and Forfeiture	5,068,325	5,339,368	5,905,237	-	5,905,237	6,127,784
111 Probation Services	669,881	673,980	640,187	-	640,187	658,411
114 Family Law Legal Services	12,900	11,965	10,815	-	10,815	10,819
116 Drug Abuse Trust	-	93,480	98,135	-	98,135	98,135
117 Judicial Programs	3,331	3,416	3,864	-	3,864	3,893
120 Building Inspection	432,446	478,259	473,795	-	473,795	487,940
121 Development Support & Environmental Management Fund	639,364	738,219	838,427	-	838,427	862,631
123 Stormwater Utility	494,011	392,844	436,988	-	436,988	449,237
125 Grants	5,343	88,053	92,328	-	92,328	92,352
130 9-1-1 Emergency Communications	79,000	91,000	105,000	-	105,000	108,000
135 Emergency Medical Services MSTU	1,544,016	1,773,681	3,261,082	-	3,261,082	4,006,454
140 Municipal Service	2,505,715	2,695,804	2,907,525	-	2,907,525	3,014,195
145 Fire Services Fee	10,461,012	10,603,967	11,402,224	-	11,402,224	11,567,003
160 Tourism	252,992	289,601	298,073	-	298,073	306,144
164 Special Assessment - Sewer	223,669	232,500	239,906	-	239,906	239,906
165 County Government Annex	60,349	65,702	78,218	-	78,218	79,223
166 Huntington Oaks Plaza	21,396	25,093	63,083	-	63,083	65,083
401 Solid Waste	660,804	718,656	718,394	-	718,394	738,558
501 Insurance Service	5,240,947	5,451,761	5,836,043	-	5,836,043	5,891,507
502 Communications Trust	1,279,118	1,519,249	1,595,742	-	1,595,742	1,605,314
505 Motor Pool	12,005	13,399	13,087	-	13,087	13,133
Total Revenues	31,758,597	34,641,111	36,962,879	25,000	36,987,879	38,124,142

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Other Non-Operating	4.50	4.50	5.50	-	5.50	5.50
Total Full-Time Equivalents (FTE)	4.50	4.50	5.50	-	5.50	5.50

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Non-Operating

## Line Item Funding Summary

Annually during the budget process (by March 31), staff recommends the amount of funding available for specific outside agencies. For FY 2024, the Board approved the allocation of line item funding as follows:

Homeless Shelter (Capital Costs) \$100,000 (Final Year of 5 year commitment)

## Event Sponsorships

County Tabling at Community Events \$25,000  
 Dr. Martin Luther King Celebration \$6,000  
 Celebrate America 4th of July Celebration \$2,500  
 Frenchtown Soul Santa \$5,000  
 Walker Ford Soul Santa \$5,000  
 Frenchtown Rising \$25,000

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 \$40,000  
 Whole Child Leon Project \$38,000  
 Legal Services of North Florida \$125,000

## Office of Strategic Initiatives

Oasis Center/Commission on Status for Women \$68,750

## Office of Management and Budget

Tallahassee Trust for Historic Preservation \$63,175

## Office of Intervention and Detention Alternatives

DISC Village/Juvenile Assessment Center \$222,759  
 Domestic Violence Coordinating Council \$25,000

## Parks and Recreation

Tallahassee Senior Citizens Foundation \$179,000

## Animal Control

St. Francis Wildlife Association \$71,250

Budgetary Costs	FY 2022	FY 2023	FY 2024	FY 2024	FY 2024	FY 2025
	Actual	Adopted	Continuation	Issues	Budget	Budget
Grants-in-Aid	190,000	100,000	100,000	-	100,000	-
Total Budgetary Costs	190,000	100,000	100,000	-	100,000	-

Appropriations	FY 2022	FY 2023	FY 2024	FY 2024	FY 2024	FY 2025
	Actual	Adopted	Continuation	Issues	Budget	Budget
Line Item - Human Service Agencies (001-888-569)	190,000	100,000	100,000	-	100,000	-
Total Budget	190,000	100,000	100,000	-	100,000	-

Funding Sources	FY 2022	FY 2023	FY 2024	FY 2024	FY 2024	FY 2025
	Actual	Adopted	Continuation	Issues	Budget	Budget
001 General Fund	190,000	100,000	100,000	-	100,000	-
Total Revenues	190,000	100,000	100,000	-	100,000	-

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Non-Operating

## Line Item Funding - Line Item - Human Service Agencies (001-888-569)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Grants-in-Aid	190,000	100,000	100,000	-	100,000	-
Total Budgetary Costs	190,000	100,000	100,000	-	100,000	-
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	190,000	100,000	100,000	-	100,000	-
Total Revenues	190,000	100,000	100,000	-	100,000	-

Line item funding is budgeted at level funding for the final 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 2024 TENTATIVE BUDGET

## »» Non-Operating

## Fire Control Summary

During FY 2009, the County entered into an interlocal agreement for 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, utilized 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. At the April 25, 2023 Budget Workshop, the Board was presented with the joint study and voted to conduct a public hearing in July 2023 to proceed with implementing updated rates and amending the Fire Rescue Services Interlocal Agreement with the City of Tallahassee. The rates are effective October 1, 2023 and will remain in effect for a minimum of five years.

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 14,781 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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	10,424,682	10,412,113	11,204,276	-	11,204,276	11,368,055
Capital Outlay	-	150,000	150,000	-	150,000	150,000
Total Budgetary Costs	10,424,682	10,562,113	11,354,276	-	11,354,276	11,518,055

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Fire Services Payment (145-838-522)	10,207,895	10,079,634	10,871,797	-	10,871,797	11,035,576
Volunteer Fire Department (145-843-522)	216,788	482,479	482,479	-	482,479	482,479
Total Budget	10,424,682	10,562,113	11,354,276	-	11,354,276	11,518,055

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
145 Fire Services Fee	10,424,682	10,562,113	11,354,276	-	11,354,276	11,518,055
Total Revenues	10,424,682	10,562,113	11,354,276	-	11,354,276	11,518,055



## LEON COUNTY FISCAL YEAR 2024 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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	-	-	-	-	-	-
Total Budgetary Costs	-	-	-	-	-	-

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Indirect Costs - Building Inspections (120-499-524)	415,000	458,000	451,000	-	451,000	465,000
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)	79,000	91,000	105,000	-	105,000	108,000
Indirect Costs - EMS (135-499-526)	1,447,000	1,664,000	1,719,000	-	1,719,000	1,771,000
Indirect Costs - Fire Services (145-499-522)	36,000	41,000	47,000	-	47,000	48,000
Indirect Costs - General Fund (001-499-519)	(7,562,000)	(7,788,000)	(8,377,000)	-	(8,377,000)	(8,629,000)
Indirect Costs - Growth Management (121-499-537)	600,000	690,000	794,000	-	794,000	818,000
Indirect Costs - Huntington Oaks Plaza (166-499-519)	10,000	12,000	50,000	-	50,000	52,000
Indirect Costs - Insurance Service (501-499-596)	34,000	36,000	52,000	-	52,000	54,000
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)	229,000	252,000	273,000	-	273,000	281,000
Indirect Costs - Municipal Services (Parks & Recreation) (140-499-572)	649,000	746,000	858,000	-	858,000	884,000
Indirect Costs - Probation Services (111-499-523)	630,000	633,000	605,000	-	605,000	623,000
Indirect Costs - Solid Waste (401-499-534)	611,000	670,000	668,000	-	668,000	688,000
Indirect Costs - Stormwater Utility (123-499-538)	471,000	369,000	412,000	-	412,000	424,000
Indirect Costs - Teen Court (114-499-662)	12,000	11,000	10,000	-	10,000	10,000
Indirect Costs - Tourism (160-499-552)	238,000	274,000	283,000	-	283,000	291,000
Indirect Costs - Transportation Trust (106-499-541)	2,076,000	1,816,000	2,025,000	-	2,025,000	2,086,000
Total Budget	-	-	-	-	-	-

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	(7,562,000)	(7,788,000)	(8,377,000)	-	(8,377,000)	(8,629,000)
106 Transportation Trust	2,076,000	1,816,000	2,025,000	-	2,025,000	2,086,000
111 Probation Services	630,000	633,000	605,000	-	605,000	623,000
114 Family Law Legal Services	12,000	11,000	10,000	-	10,000	10,000
117 Judicial Programs	1,000	1,000	1,000	-	1,000	1,000
120 Building Inspection	415,000	458,000	451,000	-	451,000	465,000
121 Development Support & Environmental Mana	600,000	690,000	794,000	-	794,000	818,000
123 Stormwater Utility	471,000	369,000	412,000	-	412,000	424,000
130 9-1-1 Emergency Communications	79,000	91,000	105,000	-	105,000	108,000
135 Emergency Medical Services MSTU	1,447,000	1,664,000	1,719,000	-	1,719,000	1,771,000
140 Municipal Service	878,000	998,000	1,131,000	-	1,131,000	1,165,000
145 Fire Services Fee	36,000	41,000	47,000	-	47,000	48,000
160 Tourism	238,000	274,000	283,000	-	283,000	291,000
165 County Government Annex	24,000	24,000	24,000	-	24,000	25,000
166 Huntington Oaks Plaza	10,000	12,000	50,000	-	50,000	52,000
401 Solid Waste	611,000	670,000	668,000	-	668,000	688,000
501 Insurance Service	34,000	36,000	52,000	-	52,000	54,000
Total Revenues	-	-	-	-	-	-

## LEON COUNTY FISCAL YEAR 2024 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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	1,375,026	1,509,839	1,791,481	-	1,791,481	1,798,766
Total Budgetary Costs	1,375,026	1,509,839	1,791,481	-	1,791,481	1,798,766

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Building Inspection (120-495-524)	13,156	13,794	14,735	-	14,735	14,880
County Government Annex - Risk (165-495-519)	36,349	41,702	54,218	-	54,218	54,223
EMS - Risk (135-495-526)	76,376	88,926	93,906	-	93,906	94,755
Fine & Forfeiture - Risk (110-495-689)	430,793	481,964	654,404	-	654,404	655,609
Fleet Maintenance - Risk (505-495-591)	9,655	10,549	10,202	-	10,202	10,248
General Fund - Risk (001-495-519)	549,473	599,171	669,254	-	669,254	672,203
Grants - Risk (125-495-595)	5,343	2,222	2,328	-	2,328	2,352
Growth Management - Risk (121-495-537)	19,099	19,779	21,682	-	21,682	21,886
Huntington Oaks - Risk (166-495-519)	11,396	13,093	13,083	-	13,083	13,083
Insurance Service - Risk (501-495-596)	536	556	582	-	582	587
Judicial Programs - Risk (117-495-569)	2,331	2,416	2,864	-	2,864	2,893
Municipal Services - Risk (140-495-572)	36,457	39,585	47,731	-	47,731	47,964
Probation Services - Risk (111-495-523)	22,931	23,890	24,908	-	24,908	25,132
Solid Waste - Risk (401-495-534)	21,434	23,606	24,904	-	24,904	25,068
Stormwater Utility - Risk (123-495-538)	22,941	23,774	24,913	-	24,913	25,162
Supervisor of Elections - Risk (060-495-513)	26,819	29,605	32,359	-	32,359	32,481
Teen Court - Risk (114-495-662)	900	965	815	-	815	819
Tourism - Risk (160-495-552)	6,432	6,666	6,922	-	6,922	6,993
Transportation Trust - Risk (106-495-541)	82,275	86,722	90,723	-	90,723	91,480
VFD Fire Services - Risk (145-495-552)	330	854	948	-	948	948
Total Budget	1,375,026	1,509,839	1,791,481	-	1,791,481	1,798,766

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	549,473	599,171	669,254	-	669,254	672,203
060 Supervisor of Elections	26,819	29,605	32,359	-	32,359	32,481
106 Transportation Trust	82,275	86,722	90,723	-	90,723	91,480
110 Fine and Forfeiture	430,793	481,964	654,404	-	654,404	655,609
111 Probation Services	22,931	23,890	24,908	-	24,908	25,132
114 Family Law Legal Services	900	965	815	-	815	819
117 Judicial Programs	2,331	2,416	2,864	-	2,864	2,893
120 Building Inspection	13,156	13,794	14,735	-	14,735	14,880
121 Development Support & Environmental Mana	19,099	19,779	21,682	-	21,682	21,886
123 Stormwater Utility	22,941	23,774	24,913	-	24,913	25,162
125 Grants	5,343	2,222	2,328	-	2,328	2,352
135 Emergency Medical Services MSTU	76,376	88,926	93,906	-	93,906	94,755
140 Municipal Service	36,457	39,585	47,731	-	47,731	47,964
145 Fire Services Fee	330	854	948	-	948	948
160 Tourism	6,432	6,666	6,922	-	6,922	6,993
165 County Government Annex	36,349	41,702	54,218	-	54,218	54,223
166 Huntington Oaks Plaza	11,396	13,093	13,083	-	13,083	13,083
401 Solid Waste	21,434	23,606	24,904	-	24,904	25,068
501 Insurance Service	536	556	582	-	582	587
505 Motor Pool	9,655	10,549	10,202	-	10,202	10,248
Total Revenues	1,375,026	1,509,839	1,791,481	-	1,791,481	1,798,766

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Non-Operating

**Workers' Comp Risk Management (501-821-596)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	5,572,285	5,415,000	5,783,236	-	5,783,236	5,836,695
Capital Outlay	41,112	-	-	-	-	-
Total Budgetary Costs	5,613,397	5,415,000	5,783,236	-	5,783,236	5,836,695
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
501 Insurance Service	5,613,397	5,415,000	5,783,236	-	5,783,236	5,836,695
Total Revenues	5,613,397	5,415,000	5,783,236	-	5,783,236	5,836,695

The major variances for the FY 2024 budget are as follows:

## Increases to Program Funding:

1. Payments from Constitutionals increased by \$368,236 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. Leon County continues to have an aggressive safety and risk avoidance program, including required trainings and post-accident evaluations to avoid similar occurrences, which has resulted in reduced workers compensation costs for Leon County Government in FY 2024. This reduction is offset by an increase in the workers compensation budget for the Sheriff.

## LEON COUNTY FISCAL YEAR 2024 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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	3,032,348	3,807,263	3,972,734	-	3,972,734	4,031,278
Capital Outlay	239,095	-	-	-	-	-
Total Budgetary Costs	3,271,444	3,807,263	3,972,734	-	3,972,734	4,031,278

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Communications Trust (502-900-590)	1,279,118	1,519,249	1,595,742	-	1,595,742	1,605,314
MIS Automation - Animal Control (140-470-562)	3,860	3,935	3,809	-	3,809	3,809
MIS Automation - Building Inspection (120-470-524)	4,290	6,465	8,060	-	8,060	8,060
MIS Automation - EMS Fund (135-470-526)	20,640	20,755	31,225	-	31,225	31,225
MIS Automation - General Fund (001-470-519)	325,200	329,165	326,397	-	326,397	326,397
MIS Automation - Growth Management (121-470-537)	20,265	28,440	22,745	-	22,745	22,745
MIS Automation - Motor Pool Fund (505-470-519)	2,350	2,850	2,885	-	2,885	2,885
MIS Automation - Parks and Recreation (140-470-572)	19,130	19,365	20,582	-	20,582	20,582
MIS Automation - Probation Services (111-470-523)	16,950	17,090	10,279	-	10,279	10,279
MIS Automation - Public Defender (110-470-603)	56,465	56,990	45,081	-	45,081	45,081
MIS Automation - Solid Waste Fund (401-470-534)	28,370	25,050	25,490	-	25,490	25,490
MIS Automation - State Attorney (110-470-602)	36,610	36,795	30,570	-	30,570	30,570
MIS Automation - Stormwater (123-470-538)	70	70	75	-	75	75
MIS Automation - Tourism (160-470-552)	8,560	8,935	8,151	-	8,151	8,151
MIS Automation - Transportation Trust (106-470-541)	23,980	33,095	33,317	-	33,317	33,317
MIS Automation-Risk Fund (501-470-513)	205	205	225	-	225	225
MIS Automation-SOE (060-470-513)	17,235	17,210	19,175	-	19,175	19,175
Radio Communication Systems (800 MHZ) (001-529-519)	1,408,146	1,681,599	1,788,926	-	1,788,926	1,837,898
Total Budget	3,271,444	3,807,263	3,972,734	-	3,972,734	4,031,278

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	1,733,346	2,010,764	2,115,323	-	2,115,323	2,164,295
060 Supervisor of Elections	17,235	17,210	19,175	-	19,175	19,175
106 Transportation Trust	23,980	33,095	33,317	-	33,317	33,317
110 Fine and Forfeiture	93,075	93,785	75,651	-	75,651	75,651
111 Probation Services	16,950	17,090	10,279	-	10,279	10,279
120 Building Inspection	4,290	6,465	8,060	-	8,060	8,060
121 Development Support & Environmental Mana	20,265	28,440	22,745	-	22,745	22,745
123 Stormwater Utility	70	70	75	-	75	75
135 Emergency Medical Services MSTU	20,640	20,755	31,225	-	31,225	31,225
140 Municipal Service	22,990	23,300	24,391	-	24,391	24,391
160 Tourism	8,560	8,935	8,151	-	8,151	8,151
401 Solid Waste	28,370	25,050	25,490	-	25,490	25,490
501 Insurance Service	205	205	225	-	225	225
502 Communications Trust	1,279,118	1,519,249	1,595,742	-	1,595,742	1,605,314
505 Motor Pool	2,350	2,850	2,885	-	2,885	2,885
Total Revenues	3,271,444	3,807,263	3,972,734	-	3,972,734	4,031,278

## LEON COUNTY FISCAL YEAR 2024 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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Grants-in-Aid	64,465	-	-	-	-	-
Budgeted Reserves	-	210,000	1,626,951	-	1,626,951	2,319,474
Total Budgetary Costs	64,465	210,000	1,626,951	-	1,626,951	2,319,474

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Budgeted Reserves - EMS Fund (135-990-599)	-	-	1,416,951	-	1,416,951	2,109,474
Budgeted Reserves - General Fund (001-990-599)	64,465	200,000	200,000	-	200,000	200,000
Budgeted Reserves - Transport. Trust (106-990-599)	-	10,000	10,000	-	10,000	10,000
Total Budget	64,465	210,000	1,626,951	-	1,626,951	2,319,474

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	64,465	200,000	200,000	-	200,000	200,000
106 Transportation Trust	-	10,000	10,000	-	10,000	10,000
135 Emergency Medical Services MSTU	-	-	1,416,951	-	1,416,951	2,109,474
Total Revenues	64,465	210,000	1,626,951	-	1,626,951	2,319,474

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

 Budgeted Reserves

Organizational Code / Account	FY 2022 Actual	FY 2023 Adopted	FY 2024 Tentative	FY 2025 Projected
<b>001-990-599 Budgeted Reserves - General Fund</b>				
586002 Catastrophe Reserves	64,465	-	-	-
59900 Budgeted Contingency	-	200,000	200,000	200,000
001-990-599 Totals	64,465	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>135-990-599 Budgeted Reserves - EMS Fund</b>				
59902 Reserve For Future Projects	-	-	1,416,951	2,514,474
135-990-599 Totals	-	-	1,416,951	2,514,474
Budgeted Reserves Totals	64,465	210,000	1,626,951	2,724,474

# LEON COUNTY FISCAL YEAR 2024 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 2024, \$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. The final payment is included in the FY 2024 budget.

#### Other Non-Operating Expenses

Pursuant to an interlocal agreement with the City of Tallahassee, the County's funding for the Downtown CRA is reduced starting in FY 2024, resulting in \$1.0 million in savings from FY 2023. A portion of these cost savings are offset by the normal projected increases in the Frenchtown CRA payment.

#### 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. FY 2024 payments increased in the amount of \$39,927.

#### 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.

#### Sewer Assessments

This expenditure is a payment to the City of Tallahassee for the maintenance of a sewer system in Killearn Lakes Units I and II, and Belair/Annwood 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 2024, 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 2024, this payment will increase \$69,484 based on the inter-local agreement.

Budgetary Costs	FY 2022	FY 2023	FY 2024	FY 2024	FY 2024	FY 2025
	Actual	Adopted	Continuation	Issues	Budget	Budget
Personnel Services	656,699	717,122	745,082	-	745,082	765,803

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Non-Operating

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	656,699	717,122	745,082	-	745,082	765,803
Operating	5,807,987	7,226,655	6,129,531	-	6,129,531	6,148,141
Grants-in-Aid	1,371,347	1,660,408	1,655,241	25,000	1,680,241	1,721,366
Total Budgetary Costs	7,836,033	9,604,185	8,529,854	25,000	8,554,854	8,635,310

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Blueprint (001-403-515)	626,623	631,566	659,526	-	659,526	680,247
CRA-Payment (001-972-559)	3,501,409	4,054,510	3,053,000	-	3,053,000	3,276,950
Drug Abuse (116-800-562)	-	93,480	98,135	-	98,135	98,135
Grant Match Funds (125-991-595)	-	85,831	90,000	-	90,000	90,000
Juvenile Detention Payment - State (110-620-689)	1,153,716	1,330,908	1,370,835	-	1,370,835	1,411,960
Non-Operating General Fund (001-820-519)	800,640	1,499,740	1,273,318	25,000	1,298,318	1,020,541
Payment to City - Sewer Services (164-838-535)	223,669	232,500	239,906	-	239,906	239,906
Payment to City- Parks & Recreation (140-838-572)	1,568,268	1,634,919	1,704,403	-	1,704,403	1,776,840
PLACE - Economic Development (001-114-512)	(68,368)	-	-	-	-	-
Summer Youth Employment (001-278-551)	30,076	40,731	40,731	-	40,731	40,731
Total Budget	7,836,033	9,604,185	8,529,854	25,000	8,554,854	8,635,310

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	4,890,380	6,226,547	5,026,575	25,000	5,051,575	5,018,469
110 Fine and Forfeiture	1,153,716	1,330,908	1,370,835	-	1,370,835	1,411,960
116 Drug Abuse Trust	-	93,480	98,135	-	98,135	98,135
125 Grants	-	85,831	90,000	-	90,000	90,000
140 Municipal Service	1,568,268	1,634,919	1,704,403	-	1,704,403	1,776,840
164 Special Assessment - Sewer	223,669	232,500	239,906	-	239,906	239,906
Total Revenues	7,836,033	9,604,185	8,529,854	25,000	8,554,854	8,635,310

<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Blueprint	4.50	4.50	5.50	-	5.50	5.50
Total Full-Time Equivalents (FTE)	4.50	4.50	5.50	-	5.50	5.50



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Non-Operating

## Other Non-Operating - Blueprint (001-403-515)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	626,623	631,566	659,526	-	659,526	680,247
Total Budgetary Costs	626,623	631,566	659,526	-	659,526	680,247
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	626,623	631,566	659,526	-	659,526	680,247
Total Revenues	626,623	631,566	659,526	-	659,526	680,247
<b>Staffing Summary</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Deputy Director - Business Vitality & Intelligence	-	-	1.00	-	1.00	1.00
Director of Office Economic Vitality	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
Business Outreach&Marktg Coord	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	4.50	4.50	5.50	-	5.50	5.50

Budget was established for employees opting for County benefits as allowed by the interlocal agreement establishing the agency. Blueprint reimburses the personnel costs of the ROW Assistant and Director of Place positions to the County on an annual basis. This is done for accounting purposes only.

The Deputy Director-Business Vitality & Intelligence, MWBE Coordinator, Business Development Manager, and Business Outreach & Marketing Coordinator 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 interlocal 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 2024 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 at 6%, and funding for 5% raises for all employees. These increases are offset by a decrease in workers compensation costs.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Non-Operating

## Other Non-Operating - Non-Operating General Fund (001-820-519)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Personnel Services	-	50,000	50,000	-	50,000	50,000
Operating	738,310	1,352,740	1,178,818	-	1,178,818	901,041
Grants-in-Aid	62,330	97,000	44,500	25,000	69,500	69,500
Total Budgetary Costs	800,640	1,499,740	1,273,318	25,000	1,298,318	1,020,541
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	800,640	1,499,740	1,273,318	25,000	1,298,318	1,020,541
Total Revenues	800,640	1,499,740	1,273,318	25,000	1,298,318	1,020,541

The major variances for the FY 2024 budget are as follows:

## Increases to Program Funding:

1. As approved by the Board at the March 21, 2023, the budget includes \$25,000 in Special Event Funding in support of Frenchtown Rising Events.

## Decreases to Program Funding:

1. Reduced operating cost in the amount of \$200,000 for one time funding of consultant services to identify additional strategies to further mitigate the need for additional infrastructure, to evaluate future space needs that may be necessary for the Leon County Detention Facility.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Non-Operating

**Other Non-Operating - CRA-Payment (001-972-559)**

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Operating	3,501,409	4,054,510	3,053,000	-	3,053,000	3,276,950
Total Budgetary Costs	3,501,409	4,054,510	3,053,000	-	3,053,000	3,276,950
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
001 General Fund	3,501,409	4,054,510	3,053,000	-	3,053,000	3,276,950
Total Revenues	3,501,409	4,054,510	3,053,000	-	3,053,000	3,276,950

Pursuant to an interlocal agreement with the City of Tallahassee, the County's funding for the Downtown CRA is reduced starting in FY 2024, resulting in \$1.0 million in savings from FY 2023. A portion of these cost savings are offset by the normal projected increases in the Frenchtown CRA payment.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

**»» Debt Service Index**

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## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## Debt Service Schedule

Description	Purpose	Pledge/Security	Original Principal Amount	Outstanding Principal Amount	Outstanding Interest Amount	FY23/24 <sup>1</sup> Principal Payment	FY23/24 <sup>1</sup> 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	\$6,339,000	\$201,336	\$3,136,000	\$133,753	\$3,203,000	2025
Series 2020 <sup>2</sup>	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	\$574,116	\$12,911	\$249,149	\$8,496	\$324,967	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	\$4,805,000	\$644,910	\$330,000	\$88,893	\$4,475,000	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	\$14,590,000	\$1,732,560	\$1,010,000	\$248,037	\$13,580,000	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	\$2,935,000	\$133,902	\$475,000	\$37,862	\$2,460,000	2029
<b>TOTAL</b>			<b>\$42,449,120</b>	<b>\$29,243,116</b>	<b>\$2,725,619</b>	<b>\$5,200,149</b>	<b>\$517,040</b>	<b>\$24,042,967</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 2024 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 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Debt Service	5,084,340	5,715,522	5,717,190	-	5,717,190	5,712,825
Total Budgetary Costs	5,084,340	5,715,522	5,717,190	-	5,717,190	5,712,825

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Debt Service	5,084,340	5,715,522	5,717,190	-	5,717,190	5,712,825
Total Budget	5,084,340	5,715,522	5,717,190	-	5,717,190	5,712,825

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
222 2017 Capital Improvement Revenue Refinancing	3,270,062	3,271,593	3,269,753	-	3,269,753	3,270,583
223 Bond Series 2020-Capital Equipment Financing	257,731	257,689	257,645	-	257,645	257,601
224 Supervisor of Elections Building	354,083	419,905	418,893	-	418,893	417,788
225 ESCO Lease	1,202,464	1,255,647	1,258,037	-	1,258,037	1,255,119
226 800 MHz Radios	-	510,688	512,862	-	512,862	511,734
Total Revenues	5,084,340	5,715,522	5,717,190	-	5,717,190	5,712,825

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Debt Service

## Debt Service Summary

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Debt Service	5,084,340	5,715,522	5,717,190	-	5,717,190	5,712,825
Total Budgetary Costs	5,084,340	5,715,522	5,717,190	-	5,717,190	5,712,825

<b>Appropriations</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
2014 Debt Series (222-979-582)	3,270,062	3,271,593	3,269,753	-	3,269,753	3,270,583
800 MHz Radios (226-949-582)	-	510,688	512,862	-	512,862	511,734
Bond Series 2020 (223-979-582)	257,731	257,689	257,645	-	257,645	257,601
Bond Series 2021 (224-979-582)	354,083	419,905	418,893	-	418,893	417,788
ESCO Lease (225-977-582)	1,202,464	1,255,647	1,258,037	-	1,258,037	1,255,119
Total Budget	5,084,340	5,715,522	5,717,190	-	5,717,190	5,712,825

<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
222 2017 Capital Improvement Revenue Refinanci	3,270,062	3,271,593	3,269,753	-	3,269,753	3,270,583
223 Bond Series 2020-Capital Equipment Financin	257,731	257,689	257,645	-	257,645	257,601
224 Supervisor of Elections Building	354,083	419,905	418,893	-	418,893	417,788
225 ESCO Lease	1,202,464	1,255,647	1,258,037	-	1,258,037	1,255,119
226 800 MHz Radios	-	510,688	512,862	-	512,862	511,734
Total Revenues	5,084,340	5,715,522	5,717,190	-	5,717,190	5,712,825

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Debt Service

## Debt Service - 2014 Debt Series (222-979-582)

<b>Budgetary Costs</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Debt Service	3,270,062	3,271,593	3,269,753	-	3,269,753	3,270,583
Total Budgetary Costs	3,270,062	3,271,593	3,269,753	-	3,269,753	3,270,583
<b>Funding Sources</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
222 2017 Capital Improvement Revenue	3,270,062	3,271,593	3,269,753	-	3,269,753	3,270,583
Refinancing						
Total Revenues	3,270,062	3,271,593	3,269,753	-	3,269,753	3,270,583

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. The loan will reach maturity in FY 2025.



## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Debt Service

## Debt Service - Bond Series 2020 (223-979-582)

<b>Budgetary Costs</b>		<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
Debt Service		257,731	257,689	257,645	-	257,645	257,601
	Total Budgetary Costs	257,731	257,689	257,645	-	257,645	257,601
<b>Funding Sources</b>		<b>FY 2022 Actual</b>	<b>FY 2023 Adopted</b>	<b>FY 2024 Continuation</b>	<b>FY 2024 Issues</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Budget</b>
223 Bond Series 2020-Capital Equipment Financing		257,731	257,689	257,645	-	257,645	257,601
	Total Revenues	257,731	257,689	257,645	-	257,645	257,601

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 2024 TENTATIVE BUDGET

## »» Debt Service

## Debt Service - Bond Series 2021 (224-979-582)

<b>Budgetary Costs</b>		<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</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	418,893	-	418,893	417,788
	Total Budgetary Costs	354,083	419,905	418,893	-	418,893	417,788
<b>Funding Sources</b>		<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</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	418,893	-	418,893	417,788
	Total Revenues	354,083	419,905	418,893	-	418,893	417,788

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 2024 TENTATIVE BUDGET

## »» Debt Service

## Debt Service - ESCO Lease (225-977-582)

<b>Budgetary Costs</b>		<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
		<b>Actual</b>	<b>Adopted</b>	<b>Continuation</b>	<b>Issues</b>	<b>Budget</b>	<b>Budget</b>
Debt Service		1,202,464	1,255,647	1,258,037	-	1,258,037	1,255,119
	Total Budgetary Costs	1,202,464	1,255,647	1,258,037	-	1,258,037	1,255,119
<b>Funding Sources</b>		<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
		<b>Actual</b>	<b>Adopted</b>	<b>Continuation</b>	<b>Issues</b>	<b>Budget</b>	<b>Budget</b>
225 ESCO Lease		1,202,464	1,255,647	1,258,037	-	1,258,037	1,255,119
	Total Revenues	1,202,464	1,255,647	1,258,037	-	1,258,037	1,255,119

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 2024 TENTATIVE BUDGET

## »» Debt Service

## Debt Service - 800 MHz Radios (226-949-582)

<b>Budgetary Costs</b>		<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
		<b>Actual</b>	<b>Adopted</b>	<b>Continuation</b>	<b>Issues</b>	<b>Budget</b>	<b>Budget</b>
Debt Service		-	510,688	512,862	-	512,862	511,734
	Total Budgetary Costs	-	510,688	512,862	-	512,862	511,734
<b>Funding Sources</b>		<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</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	512,862	-	512,862	511,734
	Total Revenues	-	510,688	512,862	-	512,862	511,734

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 2024 – 2028 CAPITAL IMPROVEMENT PROGRAM

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# LEON COUNTY FISCAL YEAR 2024 - 2028 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 2024 to FY 2028.

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# LEON COUNTY FISCAL YEAR 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

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# LEON COUNTY FISCAL YEAR 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

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## LEON COUNTY FISCAL YEAR 2024 – 2028 CAPITAL IMPROVEMENT PROGRAM

**»» Capital Improvement Program Overview**

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## LEON COUNTY FISCAL YEAR 2024 – 2028 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 2024 – 2028 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 2024-2028 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 2024 to FY 2028. 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 2022, FY 2023 adjusted budget and FY 2023 year-to-date expenditures, FY 2024 budget, FY 2025 – FY 2028 planned budget, FY 2024 – FY 2028 total, total project cost, and estimates of any anticipated impacts on the operating budget.

## LEON COUNTY FISCAL YEAR 2024 – 2028 CAPITAL IMPROVEMENT PROGRAM

# »» Capital Improvement Program Analysis

### FY 2024 through FY 2028 Capital Budget

Chart 25.1 shows the capital funding for each fiscal year from FY 2015 through FY 2024. The total FY 2024 capital budget is **\$24,617,489**. This is a 9.13% increase from the adopted FY 2023 capital budget of \$22,558,022.

The FY 2024 – FY 2028 Capital Improvement Plan is primarily focused on the long-term maintenance of the County’s extensive existing infrastructure, some of which includes over 2 million square feet of facilities, hundreds of miles of roads, and thousands of acres of parks, greenways, and trails. The capital projects planned for FY 2024 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 OIDA Urinalysis Building) that are operating with equipment near or at their end-of-life use.

The overall capital project increase for FY 2024 is \$2,059,467. In addition to overall inflation and the rising costs of construction materials and supplies, increased costs are attributed to funding: facility maintenance; statutory technology requirements for the courts, and intersection and stormwater improvements. Over the past three fiscal years, Leon County has used \$10 million in ARPA funds to support the County general capital program and \$17.4 million to fund sewer projects in the Primary Spring Protection Zone. The use of these funds has allowed for a reduced level of recurring general revenue funds to support the capital program.

Over the next five years, the general revenue supported capital budget averages \$16 million each year. To maintain this capital program, which is largely focused on maintaining the existing County infrastructure (buildings, IT systems and stormwater), a consistent amount of recurring general revenue would be required to fund these projects. From FY 2020 – FY 2024, the recurring general revenue support for the capital program has ranged from \$5.0 million - \$8.2 million. One-time ARPA revenues were used over the past several years to provide additional revenues to support the capital program.

As fund balances grow due to revenue exceeding the budgeted amount and the under expenditure of the operating budget, these accumulated reserves, in excess of the balance required to maintain reserve policy minimums, become available to support one-time expenses in the capital program. Over the past 15-years, the County has used these excess reserves four times to support the capital program. These “fund sweeps” paid for the County’s portion of the Public Safety Complex, the branch library expansion and stormwater projects. Using these reserves allowed the County to avoid the interest associated with the issuance of debt.

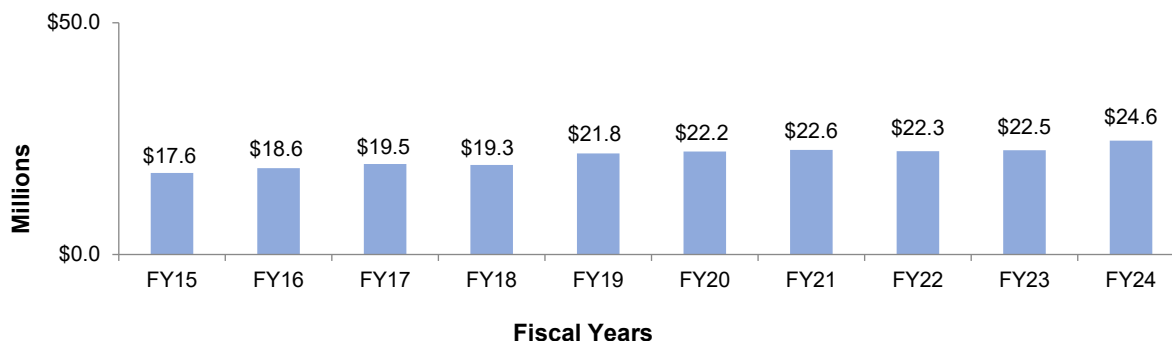
The Board approved a fund sweep of \$15.68 million to support the capital program for the next two to three years, including \$10.86 million in non-countywide general revenue, \$946,212 from the stormwater fund, and \$3.88 million in transportation reserves to support the transportation capital program. In addition to the fund balance sweep, \$2.1 million in ARPA revenue replacement funding is available to support the capital program. Using these remaining \$2.1 million in ARPA revenue replacement funds offsets the need to increase the general revenue transfer to capital to ensure capital projects are not delayed due to supply chain issue. These funds were advanced funded in FY 2023 to support the FY 2024 five-year capital improvement program.

## LEON COUNTY FISCAL YEAR 2024 – 2028 CAPITAL IMPROVEMENT PROGRAM

# »» Capital Improvement Program Analysis

The following illustrates the Capital Improvement Program funding levels since FY 2015 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 \$63.4 million. Of those costs, approximately \$51.8 million of savings were in capital expenditures.

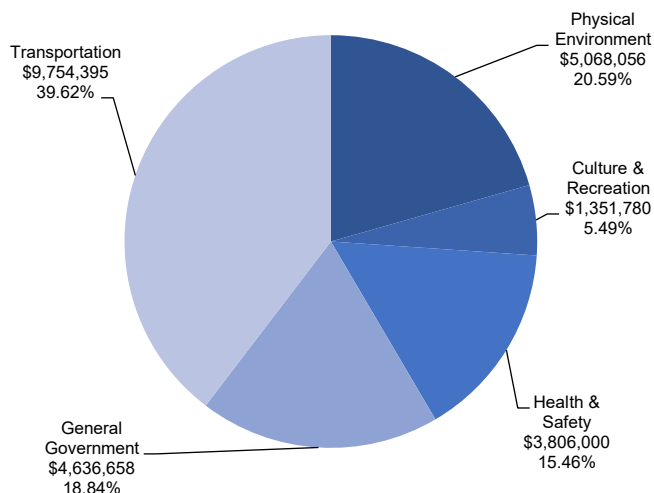
**Chart 25.1 FY 2015 – FY 2024 Capital Funding**



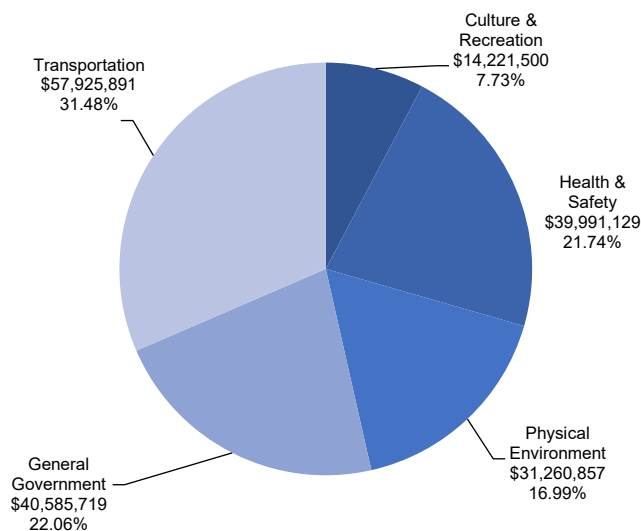
### Service Types

Chart 25.2 illustrates the service types of the projects in the FY 2024 capital budget. Chart 25.3 shows the service types of the projects in the FY 2024 – FY 2028 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 2024 Service Types**



**Chart 25.3  
FY 2024 – FY 2028 Service Types**



### Project Funding Sources

## LEON COUNTY FISCAL YEAR 2024 – 2028 CAPITAL IMPROVEMENT PROGRAM

## »» Capital Improvement Program Analysis

Table 25.1 shows the project funding sources for the FY 2024 capital budget and the FY 2024 – FY 2028 capital improvement program. Capital Improvements (Fund 305) and Sales Tax Extension 2020 (Fund 351) are the primary sources of funding for the FY 2024 capital budget, with \$6,755,581 (27.44%) and \$6,319,305 (25.67%) respectively. Capital Improvements (Fund 305) is the primary source of funding for FY 2024 – FY 2028, totaling \$83,186,952 (45.21%). The table does not reflect budgeted reserves.

**Table 25.1 FY 2024 – FY 2028 Project Funding Sources**

Funding Source	FY 2024 Budget	%	FY 2024 – FY 2028 Program	%
Capital Improvements (Fund 305)	\$6,755,581	27.44%	\$83,186,952	45.20%
Sales Tax Extension 2020 (Fund 351)	\$6,319,305	25.67%	\$33,531,492	18.23%
Sales Tax Extension 2020 JPA (Fund 352)	\$4,660,350	18.93%	\$23,693,210	12.88%
EMS MSTU (Fund 135)	\$2,520,000	10.24%	\$17,035,000	9.26%
Transportation Improvements (Fund 306)	\$1,916,346	7.78%	\$18,855,655	10.25%
Solid Waste (Fund 401)	\$1,640,000	6.66%	\$5,648,000	3.07%
EMS MSTU (Fund 135)	\$183,000	0.81%	\$9,408,000	5.99%
County Government Annex (Fund 165)	\$565,737	2.31%	\$1,283,905	0.70%
Huntington Oaks Plaza (Fund 166)	\$158,570	0.64%	\$280,383	0.15%
Building Inspection (Fund 120)	\$81,600	0.33%	\$470,499	0.26%
<b>Total</b>	<b>\$24,617,489</b>	<b>100%</b>	<b>\$183,985,096</b>	<b>100%</b>

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, 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. A new L.I.F.E. category (Neighborhood Enhancements & Transportation Safety) was added in FY 2024. Funding will be used to address culvert repairs, replacements, or upgrades; traffic safety and emergency access projects; and stormwater erosion and soil stabilization projects. The remaining 20% of the sales tax extension will be split evenly between the County and the City. The County's 10% share, accounted for in Fund 351 (Sales Tax Extension 2020), will be used for transportation resurfacing and intersection safety improvement projects and other statutorily authorized uses approved by the County.

**New and Revised Capital Projects**

## LEON COUNTY FISCAL YEAR 2024 – 2028 CAPITAL IMPROVEMENT PROGRAM

## »» Capital Improvement Program Analysis

Table 25.2 indicates new or revised projects for the FY 2024 capital budget and the FY 2024 – FY 2028 capital improvement program. Projects dedicated to Public Safety Complex technology capital improvements were previously funded under the Public Safety Complex (#096016). Two projects totaling \$725,000 will be funded in FY 2024. For the five-year period, a total of \$4,225,000 is budgeted for the new or revised projects.

**Table 25.2 FY 2024 – FY 2028 New and Revised Projects**

New and Revised Projects	FY 2024 Budget	%	FY 2024 – FY 2028 Program	%
Public Safety Complex Technology	\$450,000	62.07%	\$2,850,000	67.46%
L.I.F.E. Neighborhood Enhancements & Transportation Safety	\$275,000	37.93%	\$1,375,000	32.54%
<b>Total</b>	<b>\$725,000</b>	<b>100%</b>	<b>\$4,225,000</b>	<b>100%</b>

### Management of Capital Projects

Table 25.3 shows the managing divisions of the FY 2024 capital budget and FY 2024 – FY 2028 capital improvement program. The listed divisions manage a total of 89 projects, but only 53 projects will receive additional funding in the FY 2024 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 2024 – FY 2028 Managing Divisions**

Managing Division	# of Projects	FY 2024 Budget	%	FY 2024 – FY 2028 Program	%
Engineering Services	26	\$12,134,083	49.29%	\$69,948,549	38.02%
Facilities Management	14	\$3,069,307	12.47%	\$29,241,474	15.89%
Fleet Management	12	\$3,603,700	14.64%	\$35,579,515	19.34%
Management Information Services	21	\$4,338,481	17.62%	\$24,976,820	13.58%
Parks and Recreation	9	\$526,750	2.14%	\$9,896,350	5.38%
Operations	3	\$395,168	1.61%	\$13,123,388	7.13%
Solid Waste	3	\$550,000	2.23%	\$980,000	0.53%
Miscellaneous	1	\$0	0.00%	\$239,000	0.13%
<b>Total</b>	<b>89</b>	<b>\$24,617,489</b>	<b>100%</b>	<b>\$183,985,096</b>	<b>100%</b>

## LEON COUNTY FISCAL YEAR 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## »» Capital Projects by Managing Division

Project	Project #	*FY 2023 Adj Budget	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	FY24 - FY28 Total
<b>ENGINEERING SERVICES</b>								
Architectural & Engineering Services	086011	\$99,509	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$300,000
Arterial/Collector and Local Road Resurfacing	056001	\$9,505,639	\$5,959,337	\$6,041,893	\$6,234,914	\$6,433,714	\$6,639,246	\$31,309,104
Baum Road Drainage Improvements	054011	\$1,067,194	\$0	\$0	\$0	\$0	\$0	\$0
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
Community Safety & Mobility	056005	\$511,952	\$0	\$0	\$100,000	\$0	\$0	\$100,000
DOT Old Bainbridge Rd. @ CC NW	053011	\$809,711	\$0	\$0	\$0	\$0	\$0	\$0
FDEP Springs Restoration Project	927128	\$594,215	\$0	\$0	\$0	\$0	\$0	\$0
Fords Arm - Lexington Pond Retrofit	063005	\$363,125	\$0	\$0	\$0	\$0	\$0	\$0
Intersection and Safety Improvements	057001	\$4,226,197	\$200,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,200,000
L.I.F.E. Miccosukee Sense of Place	091004	\$5,958,332	\$258,600	\$0	\$0	\$0	\$0	\$258,600
L.I.F.E. Neighborhood Enhancements & Transportation Safety	091006	\$0	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$1,375,000
L.I.F.E. Rural Road Safety Stabilization	091003	\$180,635	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
L.I.F.E. Stormwater and Flood Relief	091009	\$290,107	\$0	\$295,460	\$333,270	\$302,220	\$412,310	\$1,343,260
L.I.F.E. Street Lighting	091005	\$380,267	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$625,000
Lake Henrietta Renovation	061001	\$640,000	\$0	\$0	\$0	\$0	\$0	\$0
Magnolia Drive Multi-Use Trail	055010	\$1,840,738	\$0	\$0	\$0	\$0	\$0	\$0
Maylor Road Accessibility / Stormwater Improvements	065005	\$2,252,240	\$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	\$0	\$220,000
NE Lake Munson Septic to Sewer	062008	\$16,317,178	\$0	\$0	\$0	\$0	\$0	\$0
Public Works Design and Engineering Services	056011	\$200,255	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
Serenity Cemetery Expansion	091002	\$0	\$0	\$0	\$190,000	\$0	\$190,000	\$380,000
Sheriff Facilities Capital Maintenance	086031	\$8,999,409	\$0	\$4,730,000	\$3,985,000	\$3,060,630	\$2,805,000	\$14,580,630
Sidewalk Program	056013	\$8,783,422	\$2,699,890	\$2,731,763	\$2,764,348	\$2,797,693	\$2,832,005	\$13,825,699
Stormwater Infrastructure Preventative Maintenance	067006	\$2,499,014	\$231,256	\$800,000	\$800,000	\$800,000	\$800,000	\$3,431,256
Woodville Sewer Project	062003	\$20,113,050	\$0	\$0	\$0	\$0	\$0	\$0
<b>Engineering Services Subtotal</b>		<b>\$86,199,689</b>	<b>\$12,134,083</b>	<b>\$17,854,116</b>	<b>\$17,442,532</b>	<b>\$16,429,257</b>	<b>\$16,713,561</b>	<b>\$80,573,549</b>
<b>FACILITIES MANAGEMENT</b>								
Building General Maintenance and Renovations	086079	\$2,981,270	\$0	\$1,670,000	\$546,386	\$1,800,000	\$1,500,000	\$5,516,386
Building Infrastructure and Improvements	086078	\$1,495,708	\$785,000	\$1,100,000	\$1,662,800	\$1,795,000	\$1,795,000	\$7,137,800
Building Mechanical Repairs and Improvements	086077	\$2,273,095	\$0	\$791,000	\$786,000	\$1,500,000	\$1,506,000	\$4,583,000
Building Roofing Repairs and Replacements	086076	\$2,320,449	\$0	\$425,000	\$100,000	\$175,000	\$175,000	\$875,000
Courthouse Renovations	086027	\$731,878	\$90,000	\$165,000	\$40,000	\$40,000	\$40,000	\$375,000
Courthouse Security	086016	\$61,160	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$175,000
Courtroom Minor Renovations	086007	\$84,603	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000
Essential Libraries Initiative	086085	\$1,331,706	\$500,000	\$1,000,000	\$1,000,000	\$500,000	\$0	\$3,000,000
General Furnishings	086017	\$80,228	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000	\$275,000
Lake Jackson Town Center	083002	\$402,878	\$158,570	\$91,813	\$0	\$30,000	\$0	\$280,383
Leon County Government Annex	086025	\$1,332,411	\$565,737	\$401,195	\$101,511	\$76,557	\$138,905	\$1,283,905
Medical Examiner Facility	086067	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0
Public Safety Complex	096016	\$657,451	\$755,000	\$1,150,000	\$1,150,000	\$1,000,000	\$1,000,000	\$5,055,000
Solar Arrays on County Buildings	086081	\$130,032	\$50,000	\$80,000	\$80,000	\$50,000	\$50,000	\$310,000
<b>Facilities Management Subtotal</b>		<b>\$13,942,869</b>	<b>\$3,069,307</b>	<b>\$7,039,008</b>	<b>\$5,631,697</b>	<b>\$7,131,557</b>	<b>\$6,369,905</b>	<b>\$29,241,474</b>
<b>FLEET MANAGEMENT</b>								
Emergency Medical Services Vehicles & Equipment Replacement	026014	\$3,688,354	\$2,095,000	\$3,165,000	\$3,135,000	\$3,610,000	\$3,675,000	\$15,680,000
Fleet Management Shop Equipment	026010	\$109,280	\$18,700	\$45,000	\$37,000	\$0	\$0	\$100,700
General Vehicle & Equipment Replacement	026003	\$1,373,558	\$0	\$598,000	\$722,859	\$935,425	\$704,386	\$2,960,670
Hazardous Waste Vehicle and Equipment Replacement	036042	\$34,500	\$70,000	\$70,000	\$15,000	\$70,000	\$0	\$225,000
New Emergency Medical Services Vehicle & Equipment	026021	\$315,000	\$400,000	\$0	\$410,000	\$0	\$420,000	\$1,230,000
New Parks/Greenways Vehicles and Equipment	046007	\$179,180	\$0	\$0	\$0	\$0	\$0	\$0
New Public Works Vehicles & Equipment	026022	\$164,180	\$0	\$0	\$0	\$0	\$0	\$0
Public Works Vehicle & Equipment Replacement	026005	\$2,967,586	\$0	\$1,663,000	\$1,560,000	\$1,634,000	\$1,715,700	\$6,572,700
Rural Waste Vehicle and Equipment Replacement	036033	\$214,000	\$240,000	\$110,000	\$255,000	\$110,000	\$400,000	\$1,115,000
Solid Waste Facility Heavy Equipment & Vehicle Replacement	036003	\$42,500	\$5,000	\$294,000	\$520,000	\$421,000	\$98,000	\$1,338,000
Stormwater Vehicle & Equipment Replacement	026004	\$1,477,081	\$0	\$1,024,520	\$1,011,000	\$1,250,425	\$1,081,500	\$4,367,445
Transfer Station Heavy Equipment Replacement	036010	\$500,000	\$775,000	\$205,000	\$460,000	\$400,000	\$150,000	\$1,990,000
<b>Fleet Management Subtotal</b>		<b>\$11,065,219</b>	<b>\$3,603,700</b>	<b>\$7,174,520</b>	<b>\$8,125,859</b>	<b>\$8,430,850</b>	<b>\$8,244,586</b>	<b>\$35,579,515</b>

\*Funding for projects not completed in FY 2023 will be included in the FY 2023 to FY 2024 carry forwards to provide continued project funding.



## LEON COUNTY FISCAL YEAR 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## »» Capital Projects by Managing Division

Project	Project #	*FY 2023 Adj Budget	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	FY24 - FY28 Total
<b>MANAGEMENT INFORMATION SERVICES (MIS)</b>								
Building Inspection Technology	076055	\$80,000	\$81,600	\$83,232	\$99,878	\$101,876	\$103,913	\$470,499
County Compute Infrastructure	076008	\$920,037	\$705,000	\$667,780	\$669,813	\$451,908	\$124,065	\$2,618,566
Courtroom Technology	076023	\$131,320	\$233,781	\$220,575	\$205,575	\$205,575	\$110,000	\$975,506
E-Filing System for Court Documents	076063	\$456,934	\$0	\$125,000	\$125,000	\$125,000	\$125,000	\$500,000
Emergency Medical Services Technology	076058	\$108,356	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
Financial Hardware and Software	076001	\$64,000	\$284,570	\$95,157	\$95,762	\$96,385	\$50,000	\$621,874
Geographic Information Systems	076009	\$405,095	\$349,000	\$359,000	\$380,000	\$440,000	\$440,000	\$1,968,000
GIS Incremental Basemap Update	076060	\$298,500	\$298,500	\$298,500	\$298,500	\$298,500	\$298,500	\$1,492,500
Justice Information System (JIS) Upgrade	076065	\$100,000	\$250,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$4,250,000
Large Application Refreshes and Upgrades	076066	\$150,000	\$110,000	\$115,000	\$120,000	\$250,000	\$250,000	\$845,000
Library Services Technology	076011	\$372,910	\$325,030	\$255,030	\$255,030	\$245,030	\$245,030	\$1,325,150
Mobile Devices	076042	\$120,206	\$0	\$91,883	\$92,389	\$92,911	\$93,448	\$370,631
Permit & Enforcement Tracking System	076015	\$691,258	\$324,300	\$295,890	\$310,685	\$325,669	\$328,852	\$1,585,396
Public Defender Technology	076051	\$135,028	\$125,500	\$102,500	\$102,500	\$102,500	\$102,500	\$535,500
Public Safety Complex Technology	076069	\$0	\$450,000	\$600,000	\$600,000	\$600,000	\$600,000	\$2,850,000
Records Management	076061	\$205,000	\$160,000	\$187,550	\$191,677	\$195,927	\$200,304	\$935,458
Remote Server Center (RSC) Improvements	076067	\$165,750	\$0	\$0	\$0	\$0	\$0	\$0
State Attorney Technology	076047	\$154,638	\$166,200	\$168,795	\$171,468	\$174,221	\$177,056	\$857,740
Supervisor of Elections Technology	076005	\$58,168	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Technology in Chambers	076022	\$122,400	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
User Computer Upgrades	076024	\$291,432	\$350,000	\$450,000	\$450,000	\$450,000	\$450,000	\$2,150,000
	<b>MIS Subtotal</b>	<b>\$5,031,032</b>	<b>\$4,338,481</b>	<b>\$5,240,892</b>	<b>\$5,293,277</b>	<b>\$5,280,502</b>	<b>\$4,823,668</b>	<b>\$24,976,820</b>
<b>MISCELLANEOUS</b>								
Voting Equipment Replacement	096028	\$37,500	\$0	\$48,000	\$48,000	\$105,000	\$38,000	\$239,000
	<b>Miscellaneous Subtotal</b>	<b>\$37,500</b>	<b>\$0</b>	<b>\$48,000</b>	<b>\$48,000</b>	<b>\$105,000</b>	<b>\$38,000</b>	<b>\$239,000</b>
<b>PARKS &amp; RECREATION</b>								
Apalachee Regional Park	045001	\$715,481	\$0	\$0	\$500,000	\$500,000	\$500,000	\$1,500,000
Dog Parks - Unincorporated Area	046013	\$0	\$0	\$75,000	\$0	\$0	\$0	\$75,000
Fred George Park	043007	\$858,171	\$0	\$0	\$0	\$0	\$0	\$0
Greenways Capital Maintenance	046009	\$731,732	\$0	\$600,000	\$340,000	\$450,000	\$450,000	\$1,840,000
L.I.F.E. Boat Landing Enhancements & Upgrades	091007	\$306,781	\$185,000	\$185,000	\$185,000	\$185,000	\$185,000	\$925,000
L.I.F.E. Recreational Amenities	091010	\$89,680	\$341,750	\$342,985	\$344,245	\$415,530	\$346,840	\$1,791,350
Parks Capital Maintenance	046001	\$1,969,557	\$0	\$1,085,000	\$980,000	\$850,000	\$850,000	\$3,765,000
Playground Equipment Replacement	046006	\$783,631	\$0	\$0	\$0	\$0	\$0	\$0
St. Marks Headwaters Greenway	047001	\$5,101,115	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Parks &amp; Recreation Subtotal</b>	<b>\$10,556,148</b>	<b>\$526,750</b>	<b>\$2,287,985</b>	<b>\$2,349,245</b>	<b>\$2,400,530</b>	<b>\$2,331,840</b>	<b>\$9,896,350</b>
<b>OPERATIONS</b>								
Arterial & Collector Roads Pavement Markings	026015	\$179,538	\$135,200	\$135,200	\$135,200	\$135,200	\$135,200	\$676,000
Open Graded Hot Mix Maintenance and Resurfacing	026006	\$271,961	\$159,968	\$215,605	\$215,605	\$215,605	\$215,605	\$1,022,388
Stormwater Pond Repairs	066026	\$643,735	\$100,000	\$400,000	\$100,000	\$100,000	\$100,000	\$800,000
	<b>Operations Subtotal</b>	<b>\$1,095,234</b>	<b>\$395,168</b>	<b>\$750,805</b>	<b>\$450,805</b>	<b>\$450,805</b>	<b>\$450,805</b>	<b>\$2,498,388</b>
<b>SOLID WASTE</b>								
Household Hazardous Waste Improvements	036019	\$68,266	\$0	\$0	\$150,000	\$80,000	\$0	\$230,000
Landfill Closure	036043	\$7,879,726	\$0	\$0	\$0	\$0	\$0	\$0
Transfer Station Improvements	036023	\$643,769	\$550,000	\$50,000	\$50,000	\$50,000	\$50,000	\$750,000
	<b>Solid Waste Subtotal</b>	<b>\$8,591,761</b>	<b>\$550,000</b>	<b>\$50,000</b>	<b>\$200,000</b>	<b>\$130,000</b>	<b>\$50,000</b>	<b>\$980,000</b>
<b>Total Capital Improvement Program</b>		<b>\$136,519,452</b>	<b>\$24,617,489</b>	<b>\$40,445,326</b>	<b>\$39,541,415</b>	<b>\$40,358,501</b>	<b>\$39,022,365</b>	<b>\$183,985,096</b>

\*Funding for projects not completed in FY 2023 will be included in the FY 2023 to FY 2024 carry forwards to provide continued project funding.

## LEON COUNTY FISCAL YEAR 2024 – 2028 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 2024 – 2028 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 2024 Budget	FY 2025 Estimated	FY 2026 Estimated	FY 2027 Estimated	FY 2028 Estimated
Library Technology	076011	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Mobile Devices	076042	\$16,391	\$16,883	\$17,389	\$17,911	\$18,448
New EMS Vehicles & Equipment	026021	\$38,760	\$38,760	\$38,760	\$38,760	\$38,760
New Public Works Vehicle & Equipment	026022	\$9,262	\$9,262	\$9,262	\$9,262	\$9,262
New Parks/Greenways Vehicles & Equipment	046007	\$9,262	\$9,262	\$9,262	\$9,262	\$9,262
Serenity Cemetery Expansion	091002	\$800	\$500	\$500	\$800	\$500
<b>Total</b>		<b>\$99,475</b>	<b>\$99,667</b>	<b>\$100,173</b>	<b>\$100,995</b>	<b>\$101,232</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 2024 Budget	FY 2025 Estimated	FY 2026 Estimated	FY 2027 Estimated	FY 2028 Estimated
Management Information Services	\$41,391	\$41,883	\$42,389	\$42,911	\$43,448
Public Works	\$58,084	\$57,784	\$57,784	\$58,084	\$57,784
<b>Total</b>	<b>\$99,475</b>	<b>\$99,667</b>	<b>\$100,173</b>	<b>\$100,995</b>	<b>\$101,232</b>

## LEON COUNTY FISCAL YEAR 2024 – 2028 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 2024 include 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 61% (\$825,030) of Culture & Recreation projects are funded in FY 2024 by general revenue, or the Capital Improvements Fund (Fund 305). The L.I.F.E. Fund (Fund 352) is funding the remaining 39% at \$526,750.

**Chart 25.4**  
FY 2024 Culture & Recreation Projects  
by Funding Source

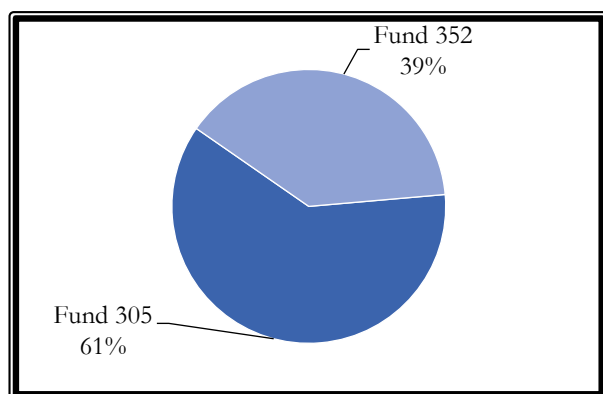
**Managing Divisions**

Table 25.7 shows Parks & Recreation will manage 9 projects, or 75% of the FY 2024 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 2024.

**Table 25.7**  
FY 2024 Culture & Recreation Projects  
by Managing Division

Managing Division	# of Projects	FY 2024 Budget
Parks & Recreation	9	\$526,750
Facilities Management	1	\$500,000
Management Information Services	1	\$325,030
*Fleet Management	1	\$0
<b>Total</b>	<b>12</b>	<b>\$1,351,780</b>

\*This project was advanced funded in FY 2023 and will be carried forward into FY 2024.

**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 2024 Budget	FY 2025 Estimate	FY 2026 Estimate	FY 2027 Estimate	FY 2028 Estimate
Library Services Technology	076011	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
New Parks/Greenways Vehicles & Equipment	026018	\$9,262	\$9,262	\$9,262	\$9,262	\$9,262
<b>Total</b>		<b>\$34,262</b>	<b>\$34,262</b>	<b>\$34,262</b>	<b>\$34,262</b>	<b>\$34,262</b>

## LEON COUNTY FISCAL YEAR 2024 – 2028 CAPITAL IMPROVEMENT PROGRAM

## »» Culture &amp; Recreation Index

Page	Project	#	FY 2022 Life to Date	FY 2023 Adj Budget	FY 2024 Budget	FY24-FY28 Total	Project Total
573	Apalachee Regional Park	045001	\$7,832,118	\$715,481	\$0	\$1,500,000	\$10,047,599
574	Dog Parks – Unincorporated Area	046013	\$117,426	\$0	\$0	\$75,000	\$192,426
575	Essential Libraries Initiative	086085	\$105,314	\$1,331,706	\$500,000	\$3,000,000	\$4,437,020
576	Fred George Park	043007	\$8,479,335	\$858,171	\$0	\$0	\$9,337,506
577	Greenways Capital Maintenance	046009	\$3,449,461	\$731,732	\$0	\$1,840,000	\$6,021,193
578	L.I.F.E. Boat Landing Enhancements & Upgrades	091007	\$208,220	\$306,781	\$185,000	\$925,000	\$1,440,001
579	L.I.F.E. Recreational Amenities	091010	\$45,970	\$89,680	\$341,750	\$1,791,350	\$1,927,000
580	Library Services Technology	076011	\$1,520,702	\$372,910	\$325,030	\$1,325,150	\$3,218,762
581	New Parks/Greenways Vehicles and Equipment	046007	\$1,126,396	\$179,180	\$0	\$0	\$1,305,576
582	Parks Capital Maintenance	046001	\$5,749,080	\$1,969,557	\$0	\$3,765,000	\$11,483,637
583	Playground Equipment Replacement	046006	\$1,329,707	\$783,631	\$0	\$0	\$2,113,338
584	St. Marks Headwaters Greenway	047001	\$1,201,768	\$5,101,115	\$0	\$0	\$6,302,883
<b>Culture &amp; Recreation Total</b>			<b>\$31,165,497</b>	<b>\$12,439,944</b>	<b>\$1,351,780</b>	<b>\$14,221,500</b>	<b>\$57,826,941</b>

\*Funding for projects not completed in FY 2023 will be included in the FY 2023 to FY 2024 carry forwards to provide continued project funding.

# LEON COUNTY FISCAL YEAR 2024 - 2028 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.

Funding in FY 2026 through FY 2028 will be used to continue developing the Master Plan for the park, including amenities such as a playground; 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

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	5,785,772	715,481	76,056	0	0	500,000	500,000	500,000	1,500,000	8,001,253
309 Sales Tax - Extension	2,046,346	0	0	0	0	0	0	0	0	2,046,346
	<u>7,832,118</u>	<u>715,481</u>	<u>76,056</u>	<u>0</u>	<u>0</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>1,500,000</u>	<u>10,047,599</u>

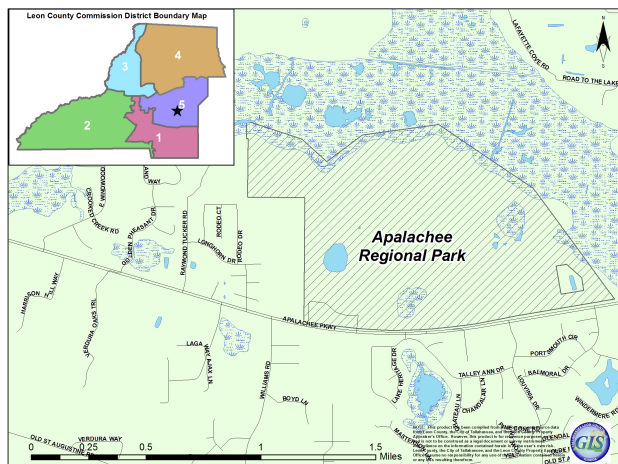
### Policy/Comprehensive Plan Information

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 2024 - 2028 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

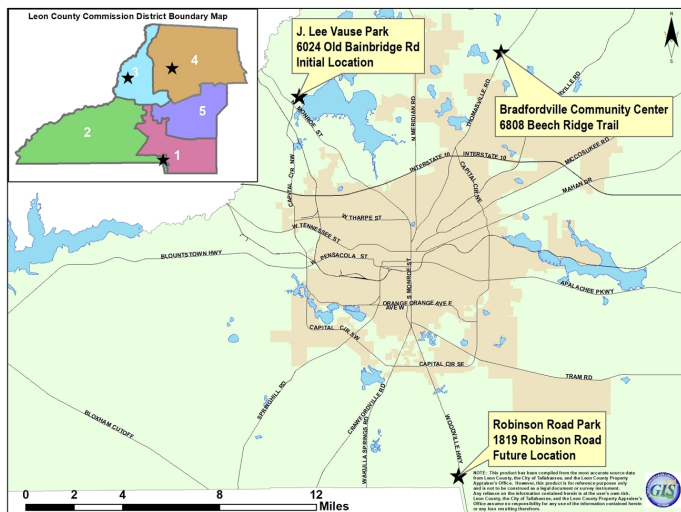
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	117,426	0	0	0	75,000	0	0	0	75,000	192,426
	117,426	0	0	0	75,000	0	0	0	75,000	192,426

### 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 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## »» Essential Libraries Initiative

Dept/Div: **Facilities Management**  
 Project #: **086085**  
 Service Type: **Culture & Recreation**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 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 that funding is available as final designs are completed for the first phase of renovations to the Main Library, an additional \$500,000 was allocated in FY 2024 for a total allocation of \$1.9 million to implement the first phase. \$2.5 million is programmed from FY 2025 - FY 2027 to complete the associated construction activities.

### Strategic Initiative

(Q2) Implement the Leon County Essential Libraries Initiative. (2022-21)

### Financial Summary

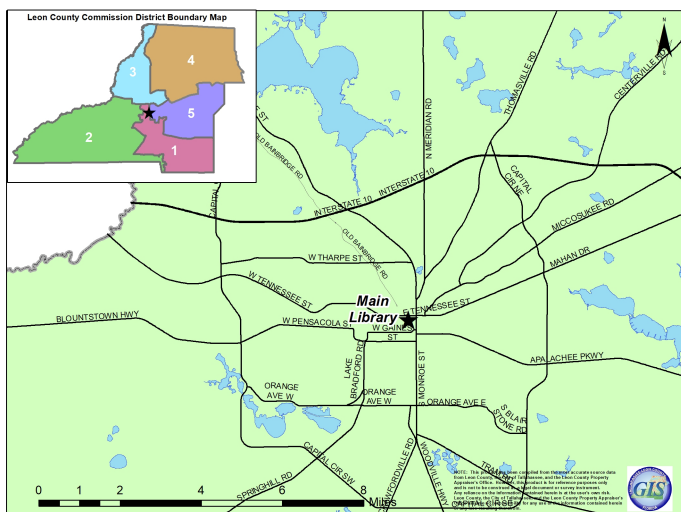
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	105,314	1,331,706	0	500,000	1,000,000	1,000,000	500,000	0	3,000,000	4,437,020
	105,314	1,331,706	0	500,000	1,000,000	1,000,000	500,000	0	3,000,000	4,437,020

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



Book Bench at Pedrick Pond Park - Eastside Branch Library



# LEON COUNTY FISCAL YEAR 2024 - 2028 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 2024 through FY 2028 will be allocated from the remaining Blueprint funds after completion of 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 was executed in Fall 2022. Design and permitting for the wetland restoration will be completed in September 2023. Construction is anticipated to begin in Winter 2023.

### Strategic Initiative

N/A

### Financial Summary

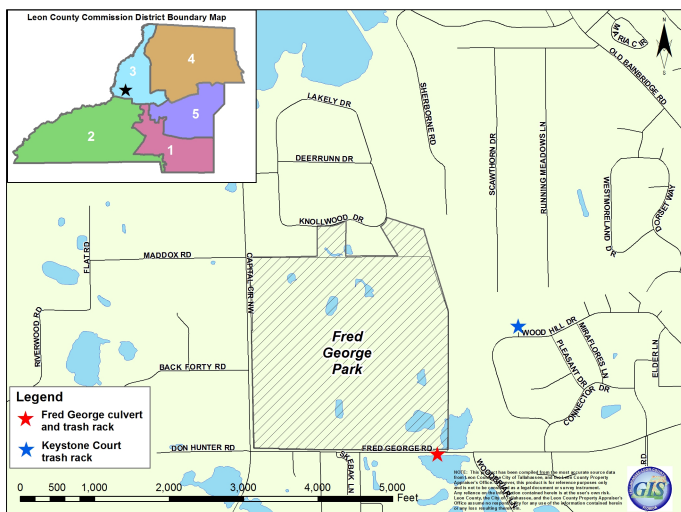
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
125 Grants	5,198,732	400,000	0	0	0	0	0	0	0	5,598,732
309 Sales Tax - Extension	3,280,603	458,171	54,924	0	0	0	0	0	0	3,738,774
	<u>8,479,335</u>	<u>858,171</u>	<u>54,924</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>9,337,506</u>

### 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 2024 - 2028 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. To ensure some FY 2024 capital projects related to parks and facilities improvements and vehicle purchases are not delayed due to supply chain issues, \$365,000 in dedicated general revenue fund balances and ARPA revenue replacement was advanced funded in FY 2023 to support FY 2024 greenway maintenance and improvements.

### Strategic Initiative

N/A

### Financial Summary

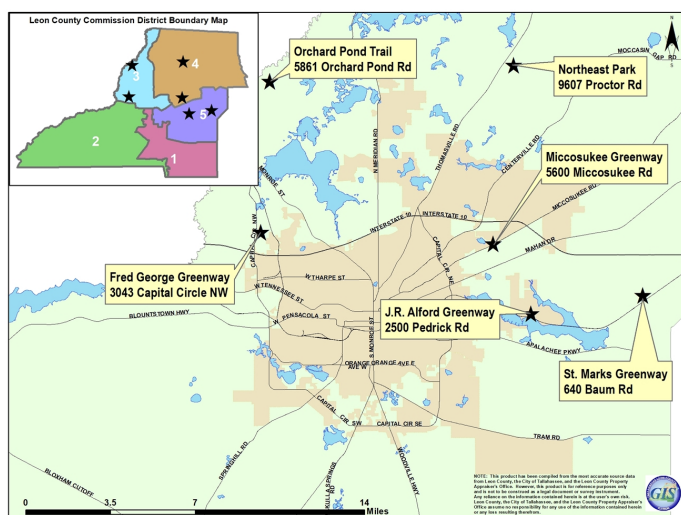
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
125 Grants	100,294	0	0	0	0	0	0	0	0	100,294
305 Capital Improvements	3,349,167	731,732	158,857	0	600,000	340,000	450,000	450,000	1,840,000	5,920,899
	<u>3,449,461</u>	<u>731,732</u>	<u>158,857</u>	<u>0</u>	<u>600,000</u>	<u>340,000</u>	<u>450,000</u>	<u>450,000</u>	<u>1,840,000</u>	<u>6,021,193</u>

### 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 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## »» L.I.F.E. Boat Landing Enhancements & Upgrades

Dept/Div: **Parks & Recreation**      Comp Plan CIE Project: **N/A**  
 Project #: **091007**      Capital Improvement: **N/A**  
 Service Type: **Culture & Recreation**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Strategic Priority: **Q1**

### 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 2024 through FY 2028 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

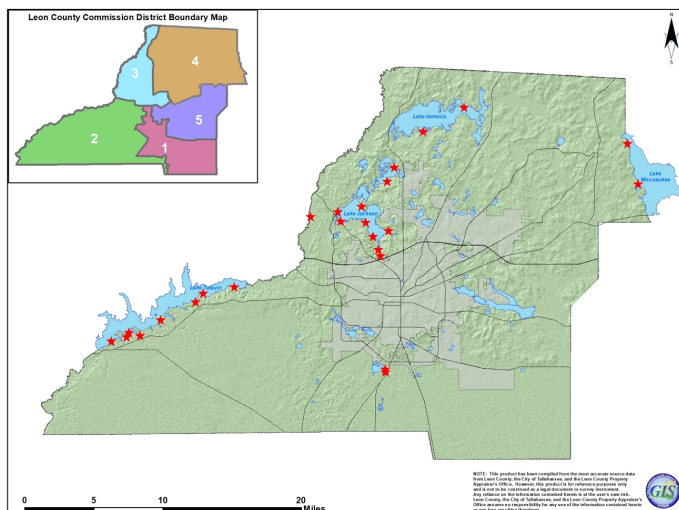
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	208,220	306,781	50,536	185,000	185,000	185,000	185,000	185,000	925,000	1,440,001
	208,220	306,781	50,536	185,000	185,000	185,000	185,000	185,000	925,000	1,440,001

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



Lake Jackson Boat Landing

# LEON COUNTY FISCAL YEAR 2024 - 2028 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). Previous funding was allocated for improvements at J. Lee Vause Park. Outyear funding supports playground upgrades and enhancements.

### Strategic Initiative

N/A

### Financial Summary

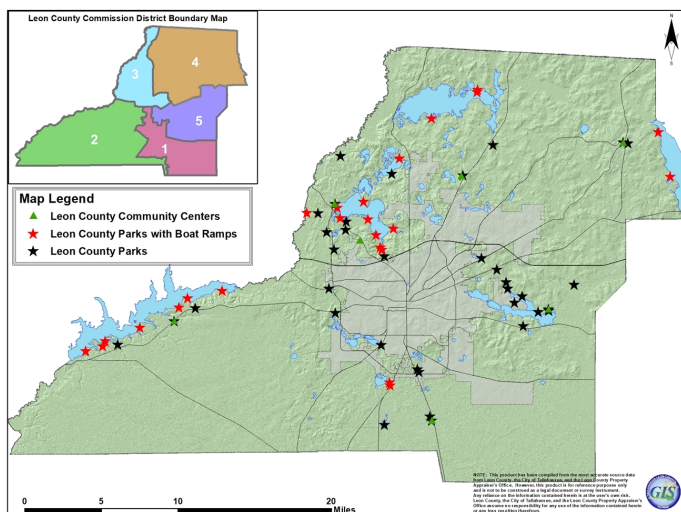
<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
352 Sales Tax - Extension 2020 JPA Agreement	45,970	89,680	89,680	341,750	342,985	344,245	415,530	346,840	1,791,350	1,927,000
	<u>45,970</u>	<u>89,680</u>	<u>89,680</u>	<u>341,750</u>	<u>342,985</u>	<u>344,245</u>	<u>415,530</u>	<u>346,840</u>	<u>1,791,350</u>	<u>1,927,000</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



Recreational Amenities - Tennis Courts at Chaires Park

## LEON COUNTY FISCAL YEAR 2024 - 2028 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 (Radio Frequency Identification) 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 2024 budget provides for ongoing technologies for the Libraries inclusive of the RFID inventory system/self check kiosks: \$160,030; Digital Signage: \$75,000; Public computers: \$25,000, Security cameras: \$30,000, Microsoft license renewals: \$10,000.

Outyear funding includes:

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 - RFID inventory system/self check kiosks: \$160,030; Public computers: \$50,000, Security cameras: \$10,000, Microsoft license renewals: \$10,000

FY 2027 - RFID inventory system/self check kiosks: \$160,030; Public computers: \$50,000, Microsoft license renewals: \$10,000

FY 2028 - RFID inventory system/self check kiosks: \$160,030; 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	1,520,702	372,910	67,305	300,030	230,030	230,030	220,030	220,030	1,200,150	3,093,762
	<u>1,520,702</u>	<u>372,910</u>	<u>67,305</u>	<u>300,030</u>	<u>230,030</u>	<u>230,030</u>	<u>220,030</u>	<u>220,030</u>	<u>1,200,150</u>	<u>3,093,762</u>

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

<u>Funding Source</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 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 2024 - 2028 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 - Carryforward</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. To ensure some FY 2024 capital projects related to parks and facilities improvements and vehicle purchases are not delayed due to supply chain issues, \$69,000 in dedicated general revenue fund balances and ARPA revenue replacement was advanced funded in FY 2023 to support FY 2024 purchase of a new crew cab truck.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	1,126,396	179,180	33,319	0	0	0	0	0	0	1,305,576
	<u>1,126,396</u>	<u>179,180</u>	<u>33,319</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,305,576</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 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>
140 Municipal Service	9,262	9,262	9,262	9,262	9,262
	<u>9,262</u>	<u>9,262</u>	<u>9,262</u>	<u>9,262</u>	<u>9,262</u>

Vehicle fuel, oil, maintenance and insurance: \$9,262



Greenways Vehicles and Equipment

## LEON COUNTY FISCAL YEAR 2024 - 2028 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 ball courts, bathroom renovations at active field facilities, retaining walls and campground renovations. To ensure some FY 2024 capital projects related to parks and facilities improvements and vehicle purchases are not delayed due to supply chain issues, \$620,000 in dedicated general revenue fund balances and ARPA revenue replacement was advanced funded in FY 2023 to support FY 2024 parks capital maintenance and improvement.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	5,749,080	1,969,557	329,054	0	1,085,000	980,000	850,000	850,000	3,765,000	11,483,637
	<u>5,749,080</u>	<u>1,969,557</u>	<u>329,054</u>	<u>0</u>	<u>1,085,000</u>	<u>980,000</u>	<u>850,000</u>	<u>850,000</u>	<u>3,765,000</u>	<u>11,483,637</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



Parks Capital Maintenance - St. Marks Greenway

## LEON COUNTY FISCAL YEAR 2024 - 2028 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 - Carryforward</b>	Strategic Priority:	<b>Q1</b>

#### Project Description/Justification

This project is for the replacement of playground, exercise, and bike skills 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.

Future playground equipment replacement projects are funded in L.I.F.E. Recreational Amenities (Project #091010).

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	1,329,707	783,631	478,605	0	0	0	0	0	0	2,113,338
	<u>1,329,707</u>	<u>783,631</u>	<u>478,605</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,113,338</u>

#### Policy/Comprehensive Plan Information

Parks & Recreation Master Plan (1997)

Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3

#### Operating Budget Impact

N/A



Playground Equipment at Fort Braden Park



# LEON COUNTY FISCAL YEAR 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## »» St. Marks Headwaters Greenway

Dept/Div: **Parks & Recreation**      Comp Plan CIE Project: **N/A**  
 Project #: **047001**      Capital Improvement: **N/A**  
 Service Type: **Culture & Recreation**      Level of Service Standard: **N/A**  
 Status: **Existing Project - Carryforward**      Strategic Priority: **EN2, Q1**

### 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 was provided through Blueprint. Phase II Construction is anticipated to begin in late 2023.

### Strategic Initiative

N/A

### Financial Summary

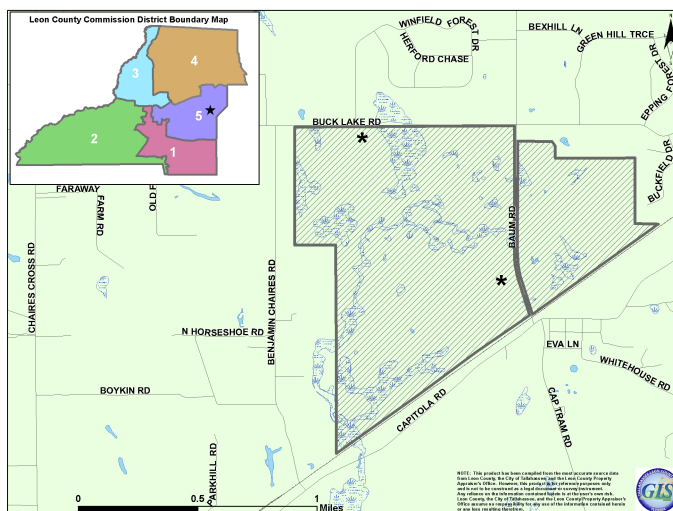
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
125 Grants	842,671	5,101,115	32,491	0	0	0	0	0	0	5,943,786
305 Capital Improvements	309,097	0	12,425	0	0	0	0	0	0	309,097
309 Sales Tax - Extension	50,000	0	0	0	0	0	0	0	0	50,000
	<u>1,201,768</u>	<u>5,101,115</u>	<u>44,916</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 2024 – 2028 CAPITAL IMPROVEMENT PROGRAM

## »» General Government Overview

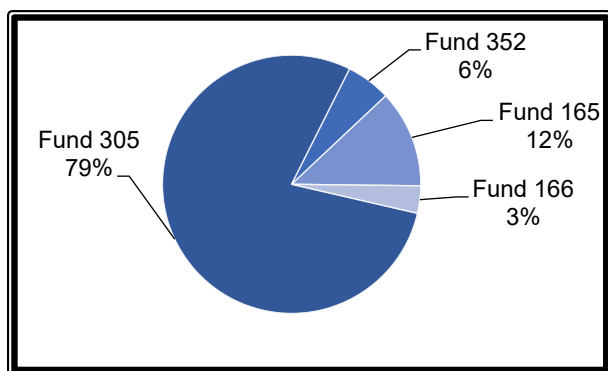
### Overview

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 2024 include Building Infrastructure and Improvements, County Compute Infrastructure, Leon County Government Annex, General Vehicles and Equipment Replacements, 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 79% (\$3,653,751) of the FY 2024 General Government capital improvement budget is funded by the Capital Improvements Fund (Fund 305). The County Government Annex Fund (Fund 165) 12.0% (\$565,737) and Huntington Oaks Plaza Fund (Fund 166) 3% (158,750) is for improvements at those facilities. The Sales Tax Extension Fund (Fund 352) will fund 6% (\$258,600) for L.I.F.E. Miccosukee Sense of Place.

**Chart 25.5**  
FY 2024 General Government Projects  
by Funding Source



### 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 outyears 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 2024 Budget	FY 2025 Estimate	FY 2026 Estimate	FY 2027 Estimate	FY 2028 Estimate
Mobile Devices	076042	\$16,391	\$16,883	\$17,389	\$17,911	\$18,448
Serenity Cemetery Expansion	091002	\$800	\$500	\$500	\$800	\$500
<b>Total</b>		<b>\$17,191</b>	<b>\$17,383</b>	<b>\$17,889</b>	<b>\$18,711</b>	<b>\$18,948</b>

### Managing Divisions

Table 25.9 shows Management Information Services will manage fifteen projects or 48%, while Facilities Management will manage eleven projects, or 35% of the General Government capital improvement projects for FY 2024. Engineering Services and Fleet Management will manage the remaining 17% of the FY 2024 General Government projects.

**Table 25.9**

FY 2024 General Government Projects  
by Managing Division

Managing Division	# of Projects	FY 2024 Budget
Management Information Services	14	\$2,485,051
Facilities Management	11	\$1,814,307
Engineering Services	3	\$318,600
Fleet Management	2	\$18,700
<b>Total</b>	<b>30</b>	<b>\$4,636,658</b>

## LEON COUNTY FISCAL YEAR 2024 – 2028 CAPITAL IMPROVEMENT PROGRAM

## »» General Government Index

Page	Project	#	FY 2022 Life to Date	FY 2023 Adj Budget	FY 2024 Budget	FY24-FY28 Total	Project Total
587	Architectural & Engineering Services	086011	\$714,413	\$99,509	\$60,000	\$300,000	\$1,113,922
588	Building General Maintenance and Renovations	086079	\$1,544,611	\$2,981,270	\$0	\$5,516,386	\$10,042,267
589	Building Infrastructure and Improvements	086078	\$2,289,203	\$1,495,708	\$785,000	\$7,137,800	\$10,922,711
590	Building Mechanical Repairs and Improvements	086077	\$3,258,470	\$2,273,095	\$0	\$4,583,000	\$10,114,565
591	Building Roofing Repairs and Replacements	086076	\$1,313,409	\$2,320,449	\$0	\$875,000	\$4,508,858
592	County Compute Infrastructure	076008	\$5,381,998	\$920,037	\$705,000	\$2,618,566	\$8,920,601
593	Courthouse Renovations	086027	\$3,155,855	\$731,878	\$90,000	\$375,000	\$4,262,733
594	Courthouse Security	086016	\$280,612	\$61,160	\$35,000	\$175,000	\$516,772
595	Courtroom Minor Renovations	086007	\$975,725	\$84,603	\$75,000	\$375,000	\$1,435,328
596	Courtroom Technology	076023	\$1,725,320	\$131,320	\$233,781	\$975,506	\$2,832,146
597	E-Filing System for Court Documents	076063	\$51,387	\$456,934	\$0	\$500,000	\$1,008,321
598	Financial Hardware and Software	076001	\$786,619	\$64,000	\$284,570	\$621,874	\$1,472,493
599	Fleet Management Shop Equipment	026010	\$292,170	\$109,280	\$18,700	\$100,700	\$502,150
600	General Furnishings	086017	\$531,504	\$80,228	\$55,000	\$275,000	\$886,732
601	General Vehicle & Equipment Replacement	026003	\$5,782,466	\$1,373,558	\$0	\$2,960,670	\$10,116,694
602	Justice Information System (JIS) Upgrade	076065	\$0	\$100,000	\$250,000	\$4,250,000	\$4,350,000
603	L.I.F.E. Miccosukee Sense of Place	091004	\$204,650	\$5,958,332	\$258,600	\$258,600	\$6,421,582
604	Lake Jackson Town Center	083002	\$836,542	\$402,878	\$158,570	\$280,383	\$1,519,803
605	Large Application Refreshes and Upgrades	076066	\$0	\$150,000	\$110,000	\$845,000	\$995,000
606	Leon County Government Annex	086025	\$7,473,570	\$1,332,411	\$565,737	\$1,283,905	\$10,089,886
607	Mobile Devices	076042	\$765,673	\$120,206	\$0	\$370,631	\$1,256,510
608	Public Defender Technology	076051	\$775,283	\$135,028	\$125,500	\$535,500	\$1,445,811
609	Records Management	076061	\$428,849	\$205,000	\$160,000	\$935,458	\$1,569,307
610	Remote Server Center (RSC) Improvements	076067	\$0	\$165,750	\$0	\$0	\$165,750
611	Serenity Cemetery Expansion	091002	\$0	\$0	\$0	\$380,000	\$380,000
612	Solar Arrays on County Buildings	086081	\$69,968	\$130,032	\$50,000	\$310,000	\$510,000
613	State Attorney Technology	076047	\$919,393	\$154,638	\$166,200	\$857,740	\$1,931,771
614	Supervisor of Elections Technology	076005	\$810,690	\$58,168	\$50,000	\$250,000	\$1,118,858
615	Technology in Chambers	076022	\$601,733	\$122,400	\$50,000	\$250,000	\$974,133
616	User Computer Upgrades	076024	\$5,285,583	\$291,432	\$350,000	\$2,150,000	\$7,727,015
617	Voting Equipment Replacement	096028	\$132,000	\$37,500	\$0	\$239,000	\$408,500
<b>General Government Total</b>			<b>\$46,387,696</b>	<b>\$22,546,804</b>	<b>\$4,636,658</b>	<b>\$40,585,719</b>	<b>\$109,520,219</b>

\*Funding for projects not completed in FY 2023 will be included in the FY 2023 to FY 2024 carry forwards to provide continued project funding.

## LEON COUNTY FISCAL YEAR 2024 - 2028 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	714,413	99,509	16,522	60,000	60,000	60,000	60,000	60,000	300,000	1,113,922
	<u>714,413</u>	<u>99,509</u>	<u>16,522</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>1,113,922</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

# LEON COUNTY FISCAL YEAR 2024 - 2028 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. Some larger scale projects are funded across multiple fiscal years. To ensure some FY 2024 capital projects related to parks and facilities improvements and vehicle purchases are not delayed due to supply chain issues, \$1,477,000 in dedicated general revenue fund balances and ARPA revenue replacement was advanced funded in FY 2023 to support the following FY 2024 planned construction, repairs and maintenance:

FY 2024: \$1,477,000 - Replacement of sliding doors at various buildings; parking roll up doors/gates and tickets repairs; parking lot/garage repairs and striping; HSCP/Cooperative Extension building renovations; Bradfordville Community Center exterior siding replacement; Fort Braden Community Center renovations; EMS Logistics Building gutters; Cross Creek Center improvements; interior signage; Eastside Library lighting control; BL Perry Branch Library tile floor; and unanticipated general improvements.

FY 2025: \$1,670,000 - 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; Fort Braden Community Center renovations; interior signage; security upgrades and repairs; Cross Creek Center improvements and SOE awning coverage; and unanticipated general improvements.

FY 2026: \$546,386 - Replacement of sliding doors at various buildings; parking roll up doors/gates and tickets repairs; parking lot/garage repairs and striping; Fort Braden Community Center renovations; solar panel repair and maintenance; interior signage; security upgrades and repairs; Courthouse garage signage upgrades and unanticipated general improvements.

FY 2027: \$1,270,000 - Replacement of sliding doors at various buildings; parking roll up doors/gates and tickets repairs; parking lot/garage repairs and striping; landscape renewal; Fort Braden Community Center renovations; solar panel repair and maintenance; interior signage; security upgrades and repairs and unanticipated general improvements.

FY2028: \$920,000 - Replacement of sliding doors at various buildings; parking roll up doors/gates and tickets repairs; parking lot/garage repairs and striping; landscape renewal; Fort Braden Community Center renovations; EMS Logistics Building storm door; solar panel repair and maintenance; interior signage; security upgrades and repairs and unanticipated general improvements.

### Strategic Initiative

N/A

### Financial Summary

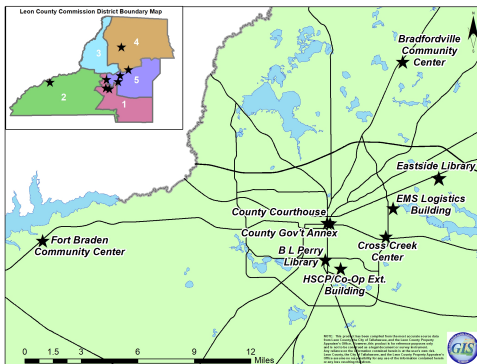
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,544,611	2,981,270	103,577	0	1,670,000	546,386	1,800,000	1,500,000	5,516,386	10,042,267
	<u>1,544,611</u>	<u>2,981,270</u>	<u>103,577</u>	<u>0</u>	<u>1,670,000</u>	<u>546,386</u>	<u>1,800,000</u>	<u>1,500,000</u>	<u>5,516,386</u>	<u>10,042,267</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



# LEON COUNTY FISCAL YEAR 2024 - 2028 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 2024: \$785,000 – Renaissance Building repairs; Courthouse Restroom remodel; Department of Health restrooms remodel; Courthouse Garage Water Intrusion Review; Electric Vehicle Charging Stations and unanticipated repairs.

FY 2025: \$1,100,000 - Renaissance Building repairs; Courthouse window repair; Courthouse Restroom remodel; Department of Health restrooms remodel; and Electric Vehicle Charging Stations and Level 3 Fleet Chargers.

FY 2026: \$1,662,800 – OIDA/Urinalysis Building construction; Renaissance Building repairs; Courthouse Restroom remodel; Department of Health Restrooms remodel; Eastside Library solar tubes; Courthouse Irrigation; Electric Vehicle Charging Stations; and unanticipated repairs.

FY 2027: \$1,195,000 – OIDA/Urinalysis Building construction; Renaissance Building repairs; Courthouse Restroom remodel; Electric Vehicle Charging Stations and unanticipated repairs.

FY 2028: \$1,195,000 - OIDA/Urinalysis Building construction; Renaissance Building repairs; Courthouse Restroom remodel; Electric Vehicle Charging Stations and unanticipated repairs.

### Strategic Initiative

N/A

### Financial Summary

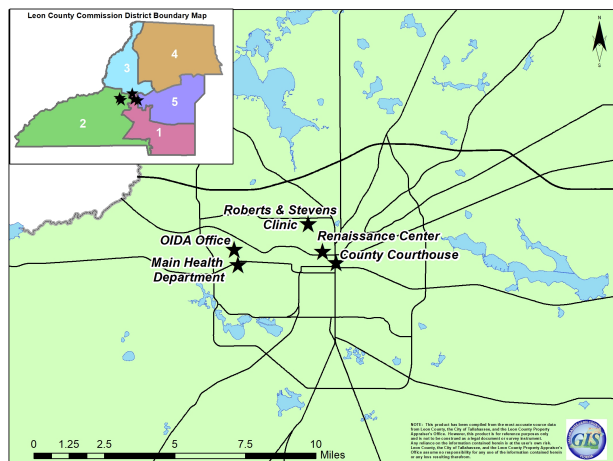
<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	2,289,203	1,495,708	99,388	785,000	1,100,000	1,662,800	1,795,000	1,795,000	7,137,800	10,922,711
	<u>2,289,203</u>	<u>1,495,708</u>	<u>99,388</u>	<u>785,000</u>	<u>1,100,000</u>	<u>1,662,800</u>	<u>1,795,000</u>	<u>1,795,000</u>	<u>7,137,800</u>	<u>10,922,711</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



Building Infrastructure and Improvements - Courthouse Plumbing Repair

# LEON COUNTY FISCAL YEAR 2024 - 2028 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). To ensure some FY 2024 capital projects related to parks and facilities improvements and vehicle purchases are not delayed due to supply chain issues, \$681,000 in dedicated general revenue fund balances and ARPA revenue replacement was advanced funded in FY 2023 to support the following FY 2024 planned construction, repairs and maintenance:

FY 2024: \$681,000 - HVAC deep cleaning; unanticipated DX units; Courthouse and Main Library VAVs; Main Library AHU (18 units); Robert Stevens Clinic DX Repair; HSCP/Cooperative Extension-Water Source Heat Pumps; and unanticipated mechanical repairs.

FY 2025: \$791,000 - HVAC deep cleaning; unanticipated DX units; and Courthouse and Main Library VAVs; Main Library Generator; Main Library Chiller; Main Library Freight Elevator; Northeast Library AHU; and unanticipated mechanical repairs.

FY 2026: \$786,000 - - HVAC deep cleaning; unanticipated DX units; and Courthouse and Main Library VAVs, Main Library Generator; Main Library Chiller; Main Library Freight Elevator; Northeast Library AHU; and unanticipated mechanical repairs.

FY 2027: \$1,116,000 - HVAC deep cleaning; unanticipated DX units; Courthouse and Main Library VAVs; Main Library Chiller; Main Library Freight Elevator; Northeast Library AHU; BL Perry Branch Library AHU; Northeast Branch Library AHU; and unanticipated mechanical repairs.

FY 2028: \$766,000 - HVAC deep cleaning; Unanticipated DX units; Courthouse and Main Library VAVs; Annex Chillers; Annex Boilers; Traffic Court Elevator refurbish; and unanticipated mechanical repairs.

### Strategic Initiative

N/A

### Financial Summary

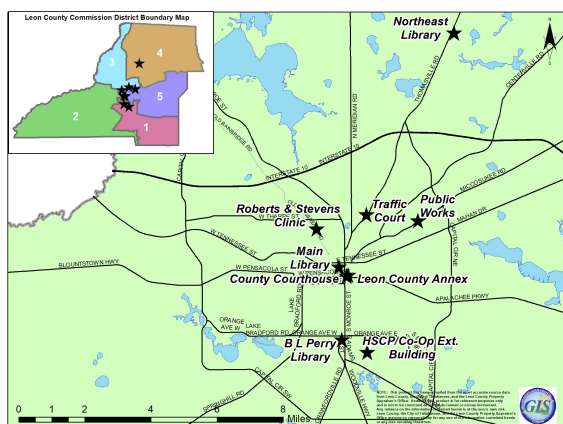
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	3,258,470	2,273,095	614,590	0	791,000	786,000	1,500,000	1,506,000	4,583,000	10,114,565
	3,258,470	2,273,095	614,590	0	791,000	786,000	1,500,000	1,506,000	4,583,000	10,114,565

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



Building Mechanical Repairs and Improvements - Air Handler

# LEON COUNTY FISCAL YEAR 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## »»» Building Roofing Repairs and Replacements

Dept/Div: **Facilities Management**  
 Project #: **086076**  
 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

Roofing repairs and replacements will mitigate any potential deterioration of the building infrastructure. This project includes all roofing related repairs for numerous County buildings. To ensure some FY 2024 capital projects related to parks and facilities improvements and vehicle purchases are not delayed due to supply chain issues, \$87,000 in dedicated general revenue fund balances and ARPA revenue replacement was advanced funded in FY 2023 to support minor roof repairs at various buildings in FY 2024. FY 2025 funding is for the flat roof replacement at the Main Library. Roofs are regularly inspected and outyear capital improvement funding is allocated for improvements.

### Strategic Initiative

N/A

### Financial Summary

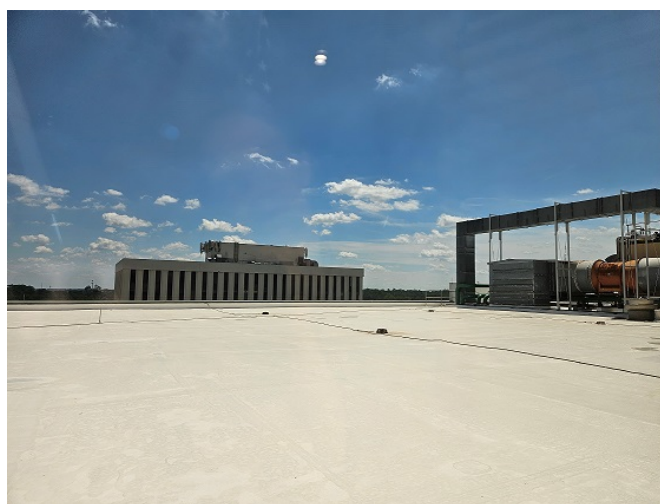
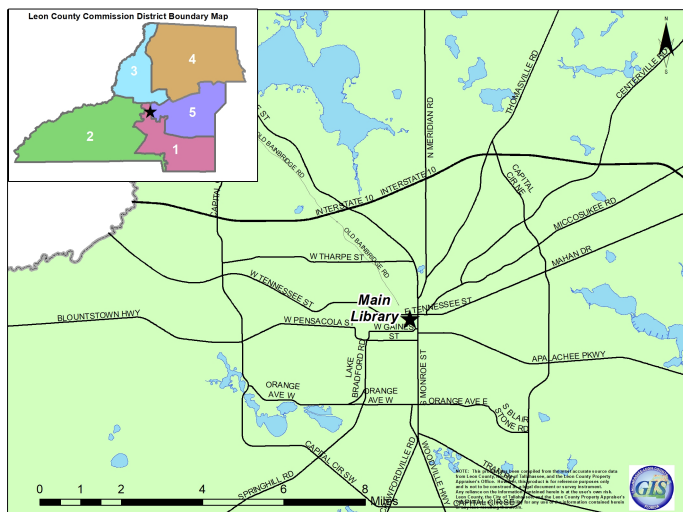
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,313,409	2,320,449	274,715	0	425,000	100,000	175,000	175,000	875,000	4,508,858
	<u>1,313,409</u>	<u>2,320,449</u>	<u>274,715</u>	<u>0</u>	<u>425,000</u>	<u>100,000</u>	<u>175,000</u>	<u>175,000</u>	<u>875,000</u>	<u>4,508,858</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

This project contemplates a \$50,000 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 Replacements - Courthouse



## LEON COUNTY FISCAL YEAR 2024 - 2028 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: Includes 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 FY 2022 - FY 2027.

Digital Phone System: Includes upgrade phones/infrastructure for the 15-year old Avaya enterprise phone and voicemail system supporting Leon County Government and the Constitutionals and required programming in the Avaya phone system to meet new 911 requirements.

Network Infrastructure: Includes 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 and annual cyber security assessments each summer.

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 and includes Proofpoint DLP (data loss prevention) and Cyber Security Review.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	5,381,998	920,037	365,695	705,000	667,780	669,813	451,908	124,065	2,618,566	8,920,601
	<u>5,381,998</u>	<u>920,037</u>	<u>365,695</u>	<u>705,000</u>	<u>667,780</u>	<u>669,813</u>	<u>451,908</u>	<u>124,065</u>	<u>2,618,566</u>	<u>8,920,601</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

# LEON COUNTY FISCAL YEAR 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## »» Courthouse Renovations

Dept/Div: **Facilities Management**  
 Project #: **086027**  
 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 funds small renovations in the Leon County Courthouse building.

### Strategic Initiative

N/A

### Financial Summary

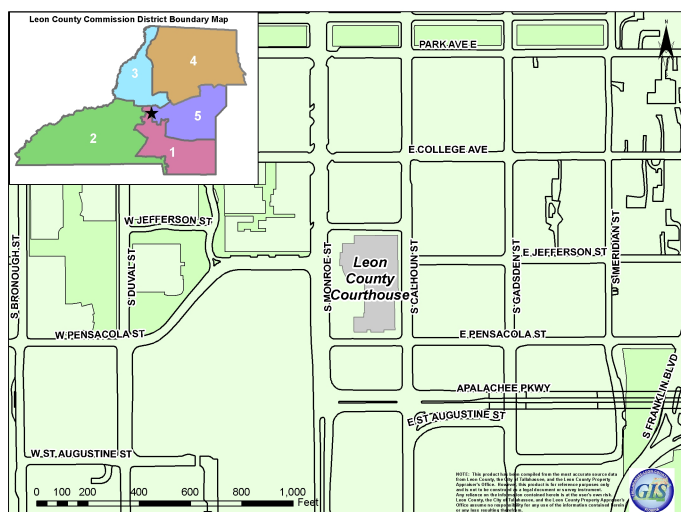
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	3,155,855	731,878	141,808	90,000	165,000	40,000	40,000	40,000	375,000	4,262,733
	<u>3,155,855</u>	<u>731,878</u>	<u>141,808</u>	<u>90,000</u>	<u>165,000</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>375,000</u>	<u>4,262,733</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 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## »» Courthouse Security

Dept/Div: **Facilities Management**  
 Project #: **086016**  
 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: **Q3**

### Project Description/Justification

This project is for the repair and replacement of the security system throughout the Courthouse and Traffic Court. 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 2024 – FY 2028: Upgrade various access controls and cameras in the courthouse.

### Strategic Initiative

N/A

### Financial Summary

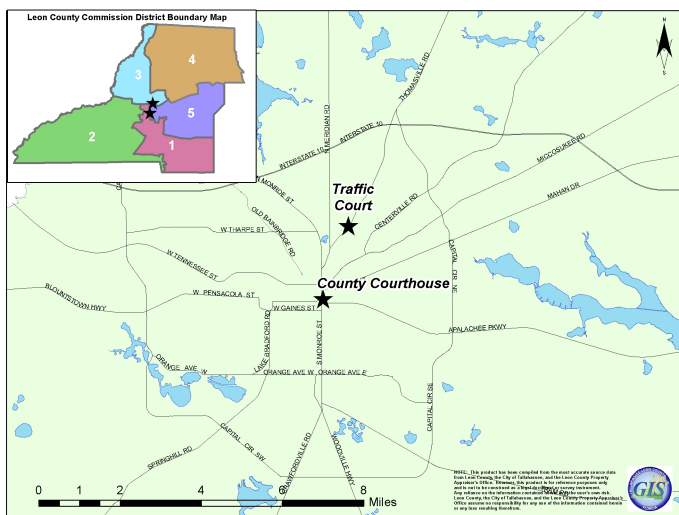
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
110 Fine and Forfeiture	17,144	0	0	0	0	0	0	0	0	17,144
305 Capital Improvements	263,468	61,160	21,594	35,000	35,000	35,000	35,000	35,000	175,000	499,628
	280,612	61,160	21,594	35,000	35,000	35,000	35,000	35,000	175,000	516,772

### 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 Camera Monitors

# LEON COUNTY FISCAL YEAR 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## »» Courtroom Minor Renovations

Dept/Div: **Facilities Management**      Comp Plan CIE Project: **N/A**  
 Project #: **086007**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Strategic Priority: **G2, G5**

### 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.

FY 2024 - FY 2028: 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

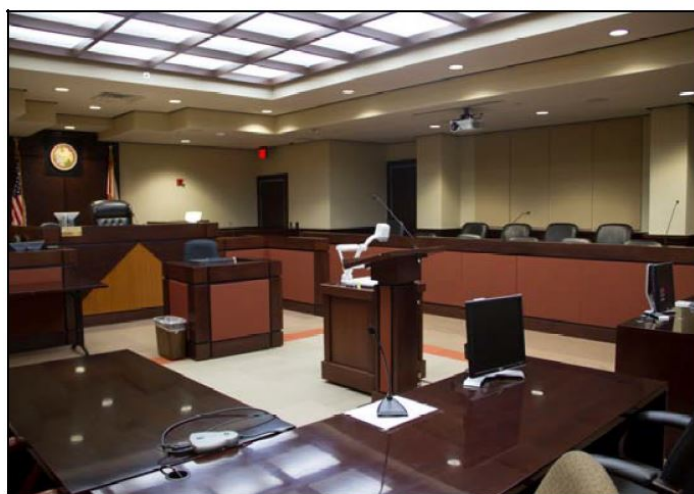
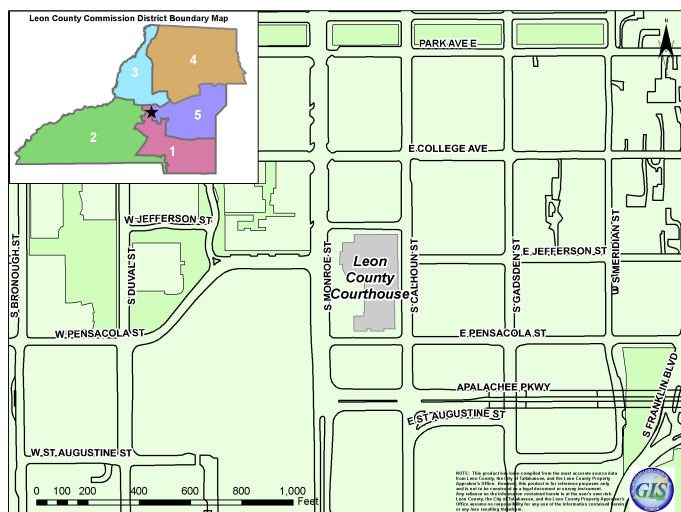
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	975,725	84,603	0	75,000	75,000	75,000	75,000	75,000	375,000	1,435,328
	<u>975,725</u>	<u>84,603</u>	<u>0</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>1,435,328</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



Courtroom Minor Renovations

# LEON COUNTY FISCAL YEAR 2024 - 2028 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 2024 - FY 2028) include funding for the maintenance of technology equipment and replacement of computers in the courtrooms as well as website redesign. 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

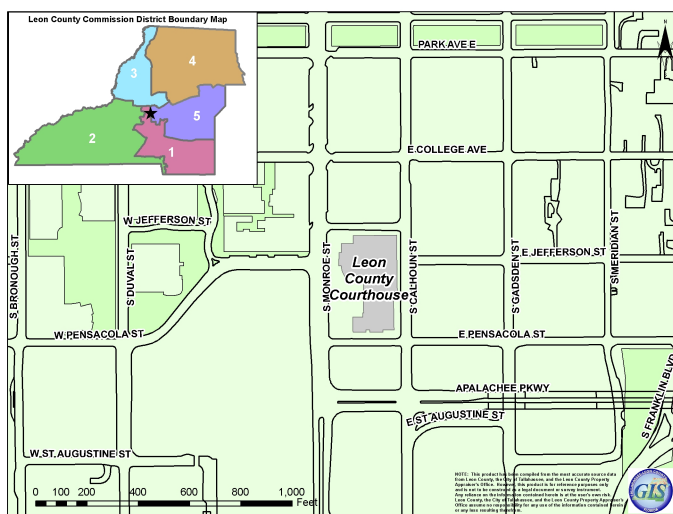
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,725,320	131,320	76,357	233,781	220,575	205,575	205,575	110,000	975,506	2,832,146
	<u>1,725,320</u>	<u>131,320</u>	<u>76,357</u>	<u>233,781</u>	<u>220,575</u>	<u>205,575</u>	<u>205,575</u>	<u>110,000</u>	<u>975,506</u>	<u>2,832,146</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 2024 - 2028 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. Outyear funding is allocated for software maintenance.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	51,387	456,934	23,885	0	125,000	125,000	125,000	125,000	500,000	1,008,321
	<u>51,387</u>	<u>456,934</u>	<u>23,885</u>	<u>0</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>	<u>500,000</u>	<u>1,008,321</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 2024 - 2028 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. FY 2024 budget includes funding for Point-of-Sale kiosks for Pretrial and Probation and Purchasing's warehouse, a warehouse inventory system, and grant management software.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	786,619	64,000	51,515	284,570	95,157	95,762	96,385	50,000	621,874	1,472,493
	<u>786,619</u>	<u>64,000</u>	<u>51,515</u>	<u>284,570</u>	<u>95,157</u>	<u>95,762</u>	<u>96,385</u>	<u>50,000</u>	<u>621,874</u>	<u>1,472,493</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 2024 - 2028 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.

The following equipment is expected to be replaced FY 2024 - FY 2026:

FY 2024: \$18,700 - Brake Lathe; Miscellaneous hand tools

FY 2025: \$45,000 - (2) 30 Ton Equipment Lifts

FY 2026: \$37,000 - Tire Changer; Tire and Wheel Balancer

### Strategic Initiative

N/A

### Financial Summary

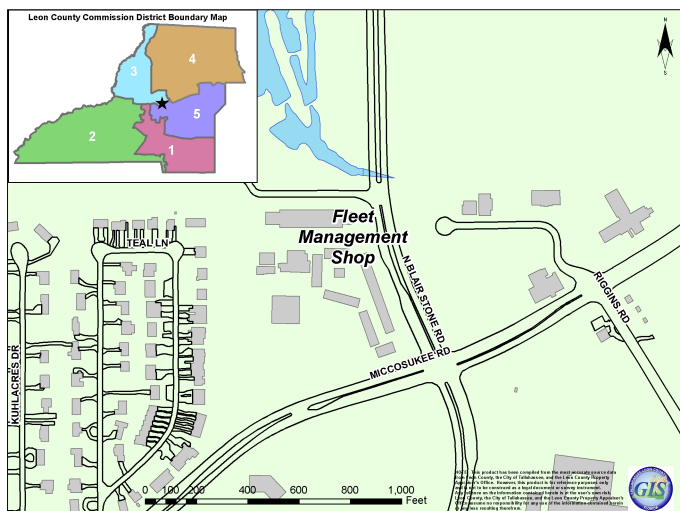
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	292,170	109,280	0	18,700	45,000	37,000	0	0	100,700	502,150
	292,170	109,280	0	18,700	45,000	37,000	0	0	100,700	502,150

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



Fleet Management Shop Equipment



# LEON COUNTY FISCAL YEAR 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## »» General Furnishings

Dept/Div:	Facilities Management	Comp Plan CIE Project:	N/A
Project #:	086017	Capital Improvement:	N/A
Service Type:	General Government	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Priority:	G2, G5

### 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	531,504	80,228	37,658	55,000	55,000	55,000	55,000	55,000	275,000	886,732
	<u>531,504</u>	<u>80,228</u>	<u>37,658</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>886,732</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



General Furnishings - Courthouse Jury Assembly Hallway Furniture

## LEON COUNTY FISCAL YEAR 2024 - 2028 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 \$9,000 in surplus sales. To ensure some FY 2024 capital projects related to parks and facilities improvements and vehicle purchases are not delayed due to supply chain issues, \$181,144 in dedicated general revenue fund balances and ARPA revenue replacement was advanced funded in FY 2023 to support the following FY 2024 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
DSEM	2006 Ford Explorer	119,365	\$21,848	\$13,909	\$50,000
Parks and Recreation	2006 Rino Mower	N/A	\$17,950	\$18,162	\$38,000
Facilities	2006 Ford F-150	134,470	\$20,972	\$17,271	\$45,000
Parks and Recreation	2003 John Deere Groomer	2,440	\$8,787	\$3,209	\$33,144
Parks and Recreation	2012 Grasshopper Zero Turn Mower	1,838	\$12,615	\$13,755	\$15,000

#### 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 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	5,782,466	1,373,558	314,755	0	598,000	722,859	935,425	704,386	2,960,670	10,116,694
	<u>5,782,466</u>	<u>1,373,558</u>	<u>314,755</u>	<u>0</u>	<u>598,000</u>	<u>722,859</u>	<u>935,425</u>	<u>704,386</u>	<u>2,960,670</u>	<u>10,116,694</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 2024 - 2028 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) estimated at \$5 million over the next several fiscal years. 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. JIS is a comprehensive system with extensive modules accessed by each of these entities. The jail management module solution has been identified and is partially supported by a \$500,000 FDLE grant and will address Corrections/Detention licensing. Additional licensing includes modules for the Clerk's Office which will be partially supported by available Clerk funding for the Clerk's portion of the solution (Clericus).

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	0	100,000	27,075	250,000	1,000,000	1,000,000	1,000,000	1,000,000	4,250,000	4,350,000
	0	100,000	27,075	250,000	1,000,000	1,000,000	1,000,000	1,000,000	4,250,000	4,350,000

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

# LEON COUNTY FISCAL YEAR 2024 - 2028 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.

The County was successful in receiving over \$4.6 million in direct federal appropriation, including a CDBG-CV grant for this project, thereby reducing the amount of future LIFE funds necessary to fund this project. Previous LIFE allocations have already provided the required match for the federal grants. The project is currently going out for bid and a contingency budget of \$258,600 of LIFE funds has been appropriated in FY 2024 pending final bid award.

### Strategic Initiative

N/A

### Financial Summary

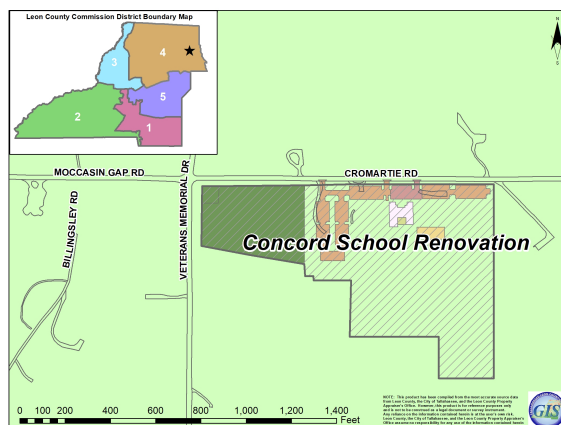
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
125 Grants	0	4,604,207	0	0	0	0	0	0	0	4,604,207
352 Sales Tax - Extension 2020 JPA Agreement	204,650	1,354,125	173,442	258,600	0	0	0	0	258,600	1,817,375
	<u>204,650</u>	<u>5,958,332</u>	<u>173,442</u>	<u>258,600</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>258,600</u>	<u>6,421,582</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



# LEON COUNTY FISCAL YEAR 2024 - 2028 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

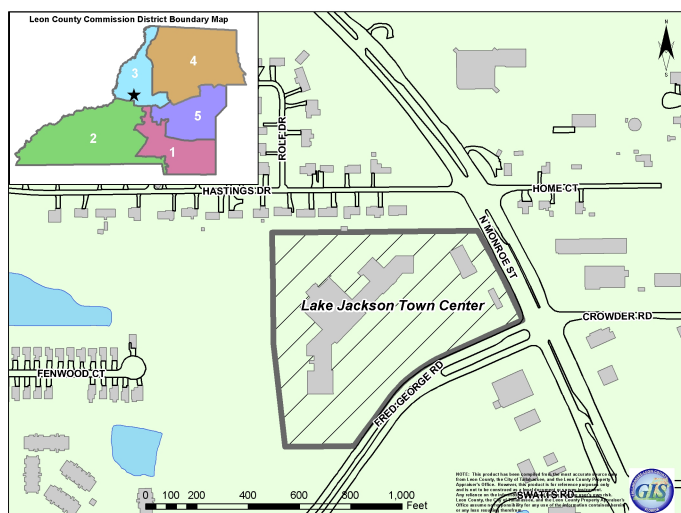
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
166 Huntington Oaks Plaza	836,542	402,878	73,783	158,570	91,813	0	30,000	0	280,383	1,519,803
	836,542	402,878	73,783	158,570	91,813	0	30,000	0	280,383	1,519,803

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



Lake Jackson Town Center

## LEON COUNTY FISCAL YEAR 2024 - 2028 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:

Infor Public Sector (Workorder system for Public Works & Big Blue Button application)

Paradigm (Solid Waste)

AppXtender (countywide)

PSI Capture (countywide 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 multi-year plan 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	0	150,000	31,588	110,000	115,000	120,000	250,000	250,000	845,000	995,000
	0	150,000	31,588	110,000	115,000	120,000	250,000	250,000	845,000	995,000

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

# LEON COUNTY FISCAL YEAR 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## »»» Leon County Government Annex

Dept/Div:	Facilities Management	Comp Plan CIE Project:	N/A
Project #:	086025	Capital Improvement:	N/A
Service Type:	General Government	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Priority:	EC1

### 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 2024 - FY 2028 funding is for general building maintenance and repairs.

### Strategic Initiative

N/A

### Financial Summary

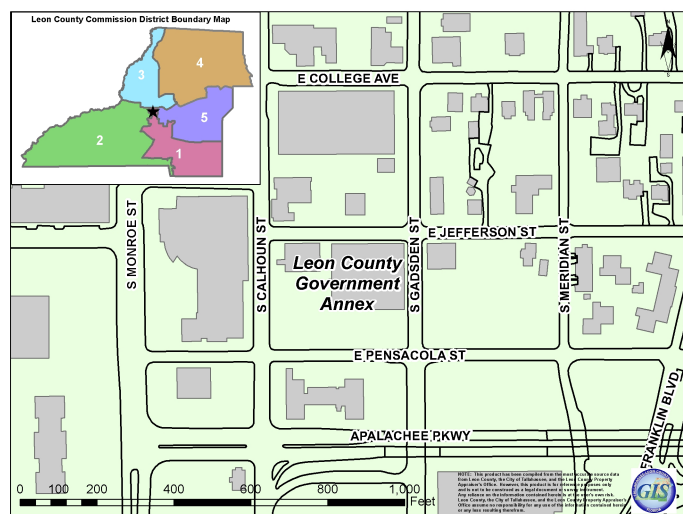
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
165 County Government Annex	6,851,436	1,332,411	85,959	565,737	401,195	101,511	76,557	138,905	1,283,905	9,467,752
305 Capital Improvements	622,134	0	0	0	0	0	0	0	0	622,134
	<u>7,473,570</u>	<u>1,332,411</u>	<u>85,959</u>	<u>565,737</u>	<u>401,195</u>	<u>101,511</u>	<u>76,557</u>	<u>138,905</u>	<u>1,283,905</u>	<u>10,089,886</u>

### 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

## LEON COUNTY FISCAL YEAR 2024 - 2028 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 remote system access in the field for efficiency and process improvement. 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	518,925	120,206	0	0	75,000	75,000	75,000	75,000	300,000	939,131
306 Transportation Improvements	246,748	0	0	0	0	0	0	0	0	246,748
	<u>765,673</u>	<u>120,206</u>	<u>0</u>	<u>0</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>300,000</u>	<u>1,185,879</u>

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

<u>Funding Source</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>
305 Capital Improvements	16,391	16,883	17,389	17,911	18,448
	<u>16,391</u>	<u>16,883</u>	<u>17,389</u>	<u>17,911</u>	<u>18,448</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.



## LEON COUNTY FISCAL YEAR 2024 - 2028 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. This allows 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.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	775,283	135,028	81,866	125,500	102,500	102,500	102,500	102,500	535,500	1,445,811
	<u>775,283</u>	<u>135,028</u>	<u>81,866</u>	<u>125,500</u>	<u>102,500</u>	<u>102,500</u>	<u>102,500</u>	<u>102,500</u>	<u>535,500</u>	<u>1,445,811</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 2024 - 2028 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 Project</b>	Strategic Priority:	<b>G1</b>

#### Project Description/Justification

This project is for email retention licenses for the County. FY 2024 reflects costs for maintaining Retain (the current email retention system) 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	428,849	205,000	158,267	160,000	187,550	191,677	195,927	200,304	935,458	1,569,307
	<u>428,849</u>	<u>205,000</u>	<u>158,267</u>	<u>160,000</u>	<u>187,550</u>	<u>191,677</u>	<u>195,927</u>	<u>200,304</u>	<u>935,458</u>	<u>1,569,307</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 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## »» Remote Server Center (RSC) Improvements

Dept/Div:	Management Information Services	Comp Plan CIE Project:	N/A
Project #:	076067	Capital Improvement:	N/A
Service Type:	General Government	Level of Service Standard:	N/A
Status:	Existing Project - Carryforward	Strategic Priority:	G2

**Project Description/Justification**

The remote data center was retrofit in 2003. Improvements to the current facility are being evaluated. Alternatively, 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, is also being evaluated.

**Strategic Initiative**

N/A

**Financial Summary**

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	0	165,750	0	0	0	0	0	0	0	165,750
	0	165,750	0	0	0	0	0	0	0	165,750

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

# LEON COUNTY FISCAL YEAR 2024 - 2028 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 for state mandated unclaimed or indigent burials 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 2026 is for work including improvements to the site's drainage system, access roads, and fences for an additional 480 plots. Funding in FY 2028 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	0	0	0	0	0	190,000	0	190,000	380,000	380,000
	0	0	0	0	0	190,000	0	190,000	380,000	380,000

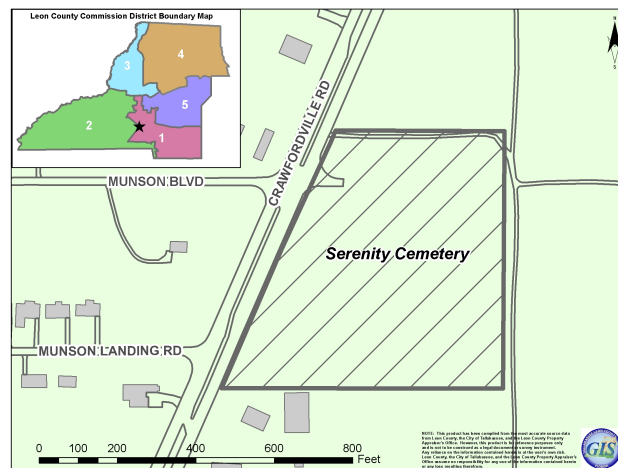
### Policy/Comprehensive Plan Information

In accordance with Policy 98-25 "Disposition of Unclaimed and Indigent Bodies" and in accordance with Florida Statutes 406.50 and 406.52, Leon County has the authority to establish policies and procedures for the burial or cremation of indigent persons or unclaimed persons whose deaths occurred, or whose remains were found in the county.

### Operating Budget Impact

<u>Funding Source</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>
123 Stormwater Utility	800	500	500	800	0
	<b>800</b>	<b>500</b>	<b>500</b>	<b>800</b>	<b>0</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 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

### »» Solar Arrays on County Buildings

Dept/Div: **Facilities Management**  
 Project #: **086081**  
 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: **EN3, EN4**

#### Project Description/Justification

As part of the County's Integrated Sustainability Action Plan (ISAP) approved at the April 23, 2019 Budget Workshop, a budget 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	69,968	130,032	0	50,000	80,000	80,000	50,000	50,000	310,000	510,000
	<u>69,968</u>	<u>130,032</u>	<u>0</u>	<u>50,000</u>	<u>80,000</u>	<u>80,000</u>	<u>50,000</u>	<u>50,000</u>	<u>310,000</u>	<u>510,000</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A



Solar Panels

## LEON COUNTY FISCAL YEAR 2024 - 2028 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.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	919,393	154,638	68,624	166,200	168,795	171,468	174,221	177,056	857,740	1,931,771
	<u>919,393</u>	<u>154,638</u>	<u>68,624</u>	<u>166,200</u>	<u>168,795</u>	<u>171,468</u>	<u>174,221</u>	<u>177,056</u>	<u>857,740</u>	<u>1,931,771</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 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

### »» Supervisor of Elections Technology

Dept/Div: **Management Information Services**  
 Project #: **076005**  
 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: **G3**

#### 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	810,690	58,168	49,953	50,000	50,000	50,000	50,000	50,000	250,000	1,118,858
	810,690	58,168	49,953	50,000	50,000	50,000	50,000	50,000	250,000	1,118,858

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A



Supervisor of Elections Technology - Mobile Devices

## LEON COUNTY FISCAL YEAR 2024 - 2028 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 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	601,733	122,400	14,573	50,000	50,000	50,000	50,000	50,000	250,000	974,133
	<u>601,733</u>	<u>122,400</u>	<u>14,573</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>974,133</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A



Leon County Commission Chambers



## LEON COUNTY FISCAL YEAR 2024 - 2028 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.

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 which will have all Senior Managers on mobile devices within four years. With the supplemental ARPA funds, the projected cost is an estimated \$350,000 to \$450,000 per year.

**Strategic Initiative**

N/A

**Financial Summary**

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	5,285,583	291,432	41,545	350,000	450,000	450,000	450,000	450,000	2,150,000	7,727,015
	<u>5,285,583</u>	<u>291,432</u>	<u>41,545</u>	<u>350,000</u>	<u>450,000</u>	<u>450,000</u>	<u>450,000</u>	<u>450,000</u>	<u>2,150,000</u>	<u>7,727,015</u>

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

## LEON COUNTY FISCAL YEAR 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

### »» Voting Equipment Replacement

Dept/Div: **Miscellaneous**  
 Project #: **096028**  
 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: **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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	132,000	37,500	0	0	48,000	48,000	105,000	38,000	239,000	408,500
	<u>132,000</u>	<u>37,500</u>	<u>0</u>	<u>0</u>	<u>48,000</u>	<u>48,000</u>	<u>105,000</u>	<u>38,000</u>	<u>239,000</u>	<u>408,500</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A



Ballot Machines

## LEON COUNTY FISCAL YEAR 2024 – 2028 CAPITAL IMPROVEMENT PROGRAM

## » Health & Safety Overview

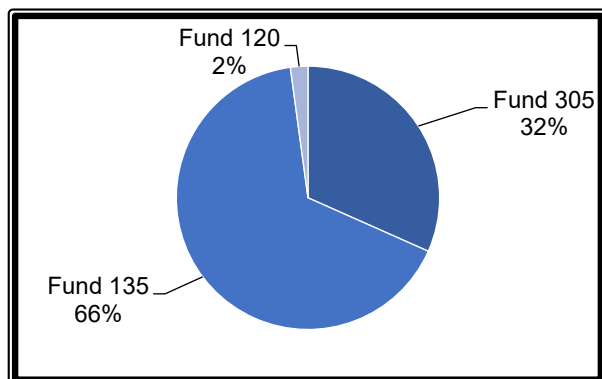
### Overview

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 2024 include the Sheriff Facilities Capital Maintenance, Emergency Medical Services Vehicle and Equipment, and the Public Safety Complex.

### Funding Sources

Chart 25.6 illustrates that Emergency Medical Services MSTU (Fund 135) funds 66% (\$2,520,000) and Capital Improvement (Fund 135) funds 32% (\$1,205,000) of the Health & Safety capital improvement budget in FY 2024. The remaining 2% is funded from the Building Inspection Fund (\$81,600) to support technology needs.

**Chart 25.6**  
FY 2024 Health & Safety Projects  
by Funding Source



### Managing Divisions

Table 25.11 shows Management Information Services will manage three projects for 37%, while Fleet Management and Facilities Management will each manage two projects for 50% of the Health & Safety projects. Engineering Services will manage a single project, which accounts for the remaining 13% of the Health & Safety projects.

**Table 25.11**  
FY 2024 Health & Safety Projects  
by Managing Division

Managing Division	# of Projects	FY 2024 Budget
*Engineering Services	1	\$0
Fleet Management	2	\$2,495,000
Facilities Management	2	\$755,000
Management Information Services	3	\$556,600
<b>Total</b>	<b>8</b>	<b>\$3,806,600</b>

\*This project was advanced funded in FY 2023 and will be carried forward into FY 2024.

### Operating Budget Impacts

Table 25.12 shows the estimated impacts that some Health & Safety 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 2024 Budget	FY 2025 Estimate	FY 2026 Estimate	FY 2027 Estimate	FY 2028 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 2024 – 2028 CAPITAL IMPROVEMENT PROGRAM

## »» Health &amp; Safety Index

Page	Project	#	FY 2022 Life to Date	FY 2023 Adj Budget	FY 2024 Budget	FY24-FY28 Total	Project Total
620	Building Inspection Technology	076055	\$9,264	\$80,000	\$81,600	\$470,499	\$559,763
621	Emergency Medical Services Technology	076058	\$414,495	\$108,356	\$25,000	\$125,000	\$647,851
622	EMS Vehicle & Equipment Replacement	026014	\$25,128,194	\$3,688,354	\$2,095,000	\$15,680,000	\$44,496,548
623	Medical Examiner Facility	086067	\$3,169,472	\$60,000	\$0	\$0	\$3,229,472
624	New EMS Vehicle & Equipment Replacement	026021	\$510,809	\$315,000	\$400,000	\$1,230,000	\$2,055,809
625	Public Safety Complex	096016	\$16,336,310	\$657,451	\$755,000	\$5,055,000	\$22,048,761
626	Public Safety Complex Technology	076069	\$0	\$0	\$450,000	\$2,850,000	\$2,850,000
627	Sheriff Facilities Capital Maintenance	086031	\$16,281,991	\$8,999,409	\$0	\$14,580,630	\$39,862,030
<b>Health &amp; Safety Total</b>			<b>\$61,850,535</b>	<b>\$13,908,570</b>	<b>\$3,806,600</b>	<b>\$39,991,129</b>	<b>\$115,750,234</b>

\*Funding for projects not completed in FY 2023 will be included in the FY 2023 to FY 2024 carry forwards to provide continued project funding.

## LEON COUNTY FISCAL YEAR 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

### »»» Building Inspection Technology

Dept/Div:	Management Information Services	Comp Plan CIE Project:	N/A
Project #:	076055	Capital Improvement:	N/A
Service Type:	Health & Safety	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Priority:	G2

#### 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
120 Building Inspection	9,264	80,000	0	81,600	83,232	99,878	101,876	103,913	470,499	559,763
	<u>9,264</u>	<u>80,000</u>	<u>0</u>	<u>81,600</u>	<u>83,232</u>	<u>99,878</u>	<u>101,876</u>	<u>103,913</u>	<u>470,499</u>	<u>559,763</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

## LEON COUNTY FISCAL YEAR 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## »»» Emergency Medical Services Technology

Dept/Div:	Management Information Services	Comp Plan CIE Project:	N/A
Project #:	076058	Capital Improvement:	N/A
Service Type:	Health & Safety	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Priority:	Q3

**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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
135 Emergency Medical Services MSTU	414,495	108,356	49,054	25,000	25,000	25,000	25,000	25,000	125,000	647,851
	<u>414,495</u>	<u>108,356</u>	<u>49,054</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>125,000</u>	<u>647,851</u>

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

## LEON COUNTY FISCAL YEAR 2024 - 2028 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. It is estimated that the vehicles/equipment being replaced will generate \$42,000 in surplus sales. The following is the FY 2024 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
EMS	2006 Haulmark Trailer	N/A	\$1,000	\$2,342	\$15,000
EMS	Haulmark Trailer	N/A	\$1,000	\$2,036	\$15,000
EMS	2016 Ford Horton Ambulance	162,003/22,542	\$214,649	\$71,678	\$265,000
EMS	2017 Ford Horton Ambulance	145,519/22,204	\$214,895	\$83,375	\$265,000
EMS	2017 Ford Horton Ambulance	135,429/20,719	\$172,920	\$61,056	\$400,000
EMS	2017 Ford Horton Ambulance	136,025/20,114	\$214,895	\$82,020	\$400,000
EMS	2017 Ford Horton Ambulance	145,123/20,517	\$214,895	\$56,356	\$400,000
EMS	2017 Ford Horton Ambulance	177,738/14,293	\$221,995	\$53,363	\$265,000
EMS	2018 Chevrolet Suburban	82,156	\$54,652	\$45,823	\$70,000

#### 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 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
135 Emergency Medical Services MSTU	25,128,194	3,688,354	71,799	2,095,000	3,165,000	3,135,000	3,610,000	3,675,000	15,680,000	44,496,548
	<u>25,128,194</u>	<u>3,688,354</u>	<u>71,799</u>	<u>2,095,000</u>	<u>3,165,000</u>	<u>3,135,000</u>	<u>3,610,000</u>	<u>3,675,000</u>	<u>15,680,000</u>	<u>44,496,548</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 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## »» Medical Examiner Facility

Dept/Div: **Facilities Management**      Comp Plan CIE Project: **N/A**  
 Project #: **086067**      Capital Improvement: **N/A**  
 Service Type: **Health & Safety**      Level of Service Standard: **N/A**  
 Status: **Existing Project - Carryforward**      Strategic Priority: **Q4**

### 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. Funding was allocated in FY 2023 (\$60,000) to expand the office due to changes in space needs for additional staffing pending the planned hiring of a new Medical Examiner.

### Strategic Initiative

N/A

### Financial Summary

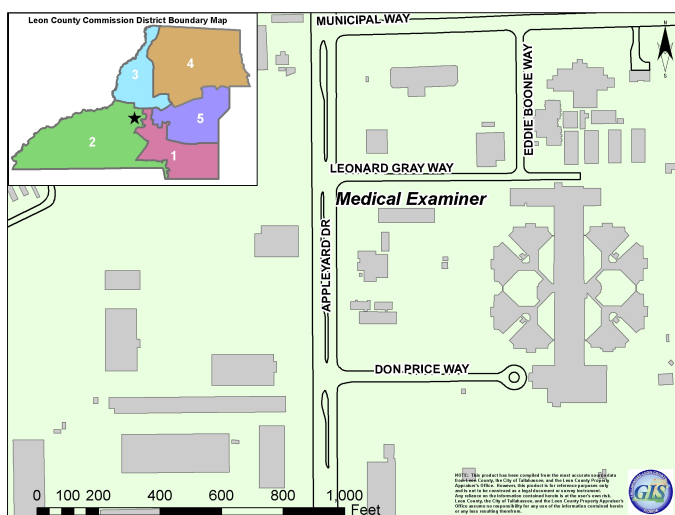
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	3,169,472	60,000	0	0	0	0	0	0	0	3,229,472
	<u>3,169,472</u>	<u>60,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,229,472</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A





## LEON COUNTY FISCAL YEAR 2024 - 2028 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 to maintain current service levels in FY 2024.

#### 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
135 Emergency Medical Services MSTU	510,809	315,000	40,068	400,000	0	410,000	0	420,000	1,230,000	2,055,809
	<u>510,809</u>	<u>315,000</u>	<u>40,068</u>	<u>400,000</u>	<u>0</u>	<u>410,000</u>	<u>0</u>	<u>420,000</u>	<u>1,230,000</u>	<u>2,055,809</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 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 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 2024 operating budget.



# LEON COUNTY FISCAL YEAR 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## Public Safety Complex

Dept/Div: **Facilities Management**      Comp Plan CIE Project: **N/A**  
 Project #: **096016**      Capital Improvement: **N/A**  
 Service Type: **Health & Safety**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Strategic Priority: **Q3**

### Project Description/Justification

This project is for facility maintenance, repairs and upgrades of the Public Safety Complex. These costs are split 50/50 with the City of Tallahassee. Facilities building projects include the following: replace in-row cooling units in the Data Center, replace and/or overhaul perimeter gates, building automation upgrades, gutter repairs parking lot repairs and replacing the building switchgear. Technology related projects for the Public Safety Complex are now reflected in Project #076069.

### Strategic Initiative

N/A

### Financial Summary

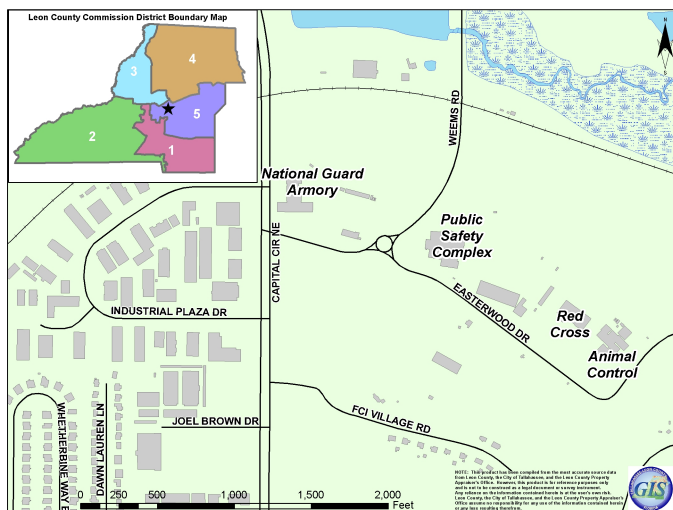
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
125 Grants	2,263,447	0	0	0	0	0	0	0	0	2,263,447
305 Capital Improvements	14,072,863	657,451	207,384	755,000	1,150,000	1,150,000	1,000,000	1,000,000	5,055,000	19,785,314
	<u>16,336,310</u>	<u>657,451</u>	<u>207,384</u>	<u>755,000</u>	<u>1,150,000</u>	<u>1,150,000</u>	<u>1,000,000</u>	<u>1,000,000</u>	<u>5,055,000</u>	<u>22,048,761</u>

### 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



## LEON COUNTY FISCAL YEAR 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

### Public Safety Complex Technology

Dept/Div: **Management Information Services**  
 Project #: **076069**  
 Service Type: **Health & Safety**  
 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 is for technology maintenance, repairs and upgrades at the Public Safety Complex. These costs are split 50/50 with the City of Tallahassee. This project covers technological repair and maintenance needs and designates future funding to replace the Emergency Operations Center sound system estimated at \$300,000. Budget also include funds for complete replacement of the video wall, estimated to be \$2 million. The sound system and video walls are due to be replaced to meet the current technological infrastructure. Public Safety Complex technology projects were previously funded in Project #096016. However, now only projects related to building improvements for the Public Safety Complex are reflected in Project #096016.

#### Strategic Initiative

#### Financial Summary

Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	450,000	600,000	600,000	600,000	600,000	2,850,000	2,850,000
	0	0	0	450,000	600,000	600,000	600,000	600,000	2,850,000	2,850,000

#### 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



Public Safety Complex Technology - Video Walls

## LEON COUNTY FISCAL YEAR 2024 - 2028 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 2024 capital projects related to parks and facilities improvements and vehicle purchases are not delayed due to supply chain issues, \$2,445,816 in dedicated general revenue fund balances and ARPA revenue replacement was advanced funded in FY 2023 to support the following FY 2024 planned construction, repairs and maintenance. The FY 2024 budget also contemplates a transfer of \$3,591,588 in original FY2000 Sales Tax funds during the carry forward process to fund the remaining project balance.

<b>Project 086031</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>	<b>FY 2027</b>	<b>FY 2028</b>
Exterior Window Openings (Exercise Decks)	200,000	200,000	200,000	200,000	200,000
Elevators (Detention)	800,000	800,000	800,000	400,000	-
Detention Center Roof Phase II	1,938,000	1,270,000	1,345,000	550,000	-
Exterior Lighting	25,000	-	-	-	-
Exterior Stairs	250,000	250,000	-	-	-
New Waterlines	400,000	400,000	400,000	400,000	-
Parking Lot Lighting	45,000	-	-	-	-
Honeywell Fire System- audible	80,000	90,000	-	-	-
Honeywell Fire System (Detention)	150,000	90,000	100,000	-	-
Detention and Administration Fencing	110,000	20,000	-	-	-
Switch Gear	120,000	-	-	-	-
Fabricate Existing Chase Plates	32,000	-	-	-	-
Sliding Doors Replacement	599,304	-	-	-	-
Detention Sprinkler Replacement Dorms A-C	33,100	-	-	-	-
Aviation Facility Renovation	25,000	-	-	-	-
Detention: Kitchen Refurbish	-	200,000	200,000	-	-
Detention: Hot Water Boiler Replacement	400,000	810,000	390,000	-	-
Detention: Water Separator	12,000	-	-	-	-
Detention: Smoke Evacuation Exhaust Duct Repair	20,000	-	-	-	-
Detention: Padded Cell Refurbish	48,000	-	-	-	-
Detention: Inmate Bunk Bed Replacement	500,000	500,000	500,000	500,000	500,000
Detention: Kitchen Sinks	100,000	-	-	-	-
Detention: Inmate Property Storage System	150,000	-	-	-	-
Administration: Irrigation Overhaul	-	50,000	-	-	-
Gates Repair and Replacement	-	50,000	50,000	50,000	-
Reserve for future projects	-	-	-	960,630	2,105,000
<b>Total</b>	<b>6,037,404</b>	<b>4,730,000</b>	<b>3,985,000</b>	<b>3,060,630</b>	<b>2,805,000</b>

#### Strategic Initiative

N/A

#### Financial Summary

<b>Funding Source</b>	<b>Life To Date FY 2022</b>	<b>Adjusted Budget FY 2023</b>	<b>Year To Date FY 2023</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Planned</b>	<b>FY 2026 Planned</b>	<b>FY 2027 Planned</b>	<b>FY 2028 Planned</b>	<b>5 Year Total</b>	<b>Total Project Cost</b>
305 Capital Improvements	12,196,524	8,950,845	3,073,532	0	4,730,000	3,985,000	3,060,630	2,805,000	14,580,630	35,727,999
308 Sales Tax	4,085,467	48,564	0	0	0	0	0	0	0	4,134,031
	<u>16,281,991</u>	<u>8,999,409</u>	<u>3,073,532</u>	<u>0</u>	<u>4,730,000</u>	<u>3,985,000</u>	<u>3,060,630</u>	<u>2,805,000</u>	<u>14,580,630</u>	<u>39,862,030</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

## LEON COUNTY FISCAL YEAR 2024 – 2028 CAPITAL IMPROVEMENT PROGRAM

## » Physical Environment Overview

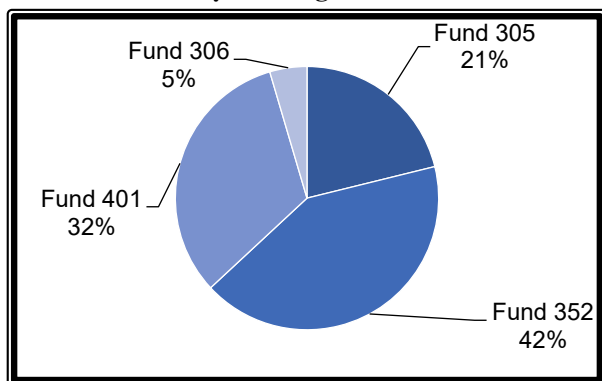
### Overview

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 2024 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 42% while the Capital Improvement (Fund 305) funds 21% (\$1,071,800) of the Physical Environment projects funded in FY 2024. Solid Waste Management (Fund 401) funds 32% (\$1,640,000). Gas Tax (Fund 306) accounts for 5% (\$231,256) of Physical Environment funding.

**Chart 25.7**  
FY 2024 Physical Environment Projects  
by Funding Source



### Managing Divisions

Table 25.13 shows Engineering Services will manage the majority (43%) of the Physical Environment capital with seven projects. Fleet Management will manage five projects for a total of 24%. Management Information Services and Solid Waste will each manage three projects, and Operations will manage one project which accounts for the remaining 33% of the Physical Environment capital projects.

**Table 25.13**  
FY 2024 Physical Environment Projects  
by Managing Division

Managing Division	# of Projects	FY 2024 Budget
Engineering Services	9	\$2,356,256
Fleet Management	5	\$1,090,000
Management Information Services	3	\$971,800
Solid Waste	3	\$550,000
Operations	1	\$100,000
<b>Total</b>	<b>21</b>	<b>\$5,068,056</b>

### Operating Budget Impacts

There are no estimated impacts from Physical Environment projects on the operating budget for FY 2024.

## LEON COUNTY FISCAL YEAR 2024 – 2028 CAPITAL IMPROVEMENT PROGRAM

## »» Physical Environment Index

Page	Project	#	FY 2022 Life to Date	FY 2023 Adj Budget	FY 2024 Budget	FY24-FY28 Total	Project Total
630	Baum Road Drainage Improvement	054011	\$100,076	\$1,067,194	\$0	\$0	\$1,167,270
631	Blueprint 2020 Water Quality & Stormwater	067003	\$0	\$0	\$2,125,000	\$10,625,000	\$10,625,000
632	FDEP Springs Restoration Project	927128	\$905,785	\$594,215	\$0	\$0	\$1,500,000
633	Fords Arm – Lexington Pond Retrofit	063005	\$7,144,851	\$363,125	\$0	\$0	\$7,507,976
634	Geographic Information Systems	076009	\$7,116,638	\$405,095	\$349,000	\$1,968,000	\$9,489,733
635	GIS Incremental Basemap Update	076060	\$4,887,679	\$298,500	\$298,500	\$1,492,500	\$6,678,679
636	Hazardous Waste Vehicle and Equipment Replacement	036042	\$43,057	\$32,569	\$70,000	\$225,000	\$300,626
637	Household Hazardous Waste Improvements	036019	\$506,557	\$68,266	\$0	\$230,000	\$804,823
638	L.I.F.E. Stormwater and Flood Relief	091009	\$0	\$290,107	\$0	\$1,343,260	\$1,633,367
639	Lake Henrietta Renovation	061001	\$72,209	\$640,000	\$0	\$0	\$712,209
640	Landfill Closure	036043	\$3,046,879	\$7,879,726	\$0	\$0	\$10,926,605
641	NE Lake Munson Septic to Sewer	062008	\$1,040,920	\$16,317,178	\$0	\$0	\$17,358,098
642	Permit & Enforcement Tracking System	076015	\$2,076,746	\$691,258	\$324,300	\$1,585,396	\$4,353,400
643	Rural Waste Vehicle and Equipment Replacement	036033	\$970,204	\$209,421	\$240,000	\$1,115,000	\$2,294,625
644	Solid Waste Facility Heavy Equipment & Vehicle Replacement	036003	\$4,484,614	\$29,019	\$5,000	\$1,338,000	\$5,851,633
645	Stormwater Infrastructure Preventative Maintenance	067006	\$1,402,413	\$2,499,014	\$231,256	\$3,431,256	\$7,332,683
646	Stormwater Pond Repairs	066026	\$1,533,890	\$643,735	\$100,000	\$800,000	\$2,977,625
647	Stormwater Vehicle & Equipment Replacement	026004	\$7,458,052	\$1,477,081	\$0	\$4,367,445	\$13,302,578
648	Transfer Station Heavy Equipment Replacement	036010	\$4,182,278	\$519,991	\$775,000	\$1,990,000	\$6,692,269
649	Transfer Station Improvements	036023	\$2,094,577	\$643,769	\$550,000	\$750,000	\$3,488,346
650	Woodville Sewer Project	062003	\$1,977,001	\$20,113,050	\$0	\$0	\$22,090,051
<b>Physical Environment Total</b>			<b>\$51,044,426</b>	<b>\$54,782,313</b>	<b>\$5,068,056</b>	<b>\$31,260,857</b>	<b>\$137,087,596</b>

\*Funding for projects not completed in FY 2023 will be included in the FY 2023 to FY 2024 carry forwards to provide continued project funding.

# LEON COUNTY FISCAL YEAR 2024 - 2028 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 (Spring FY 2023);  
 (3) construction begins (Fall 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)

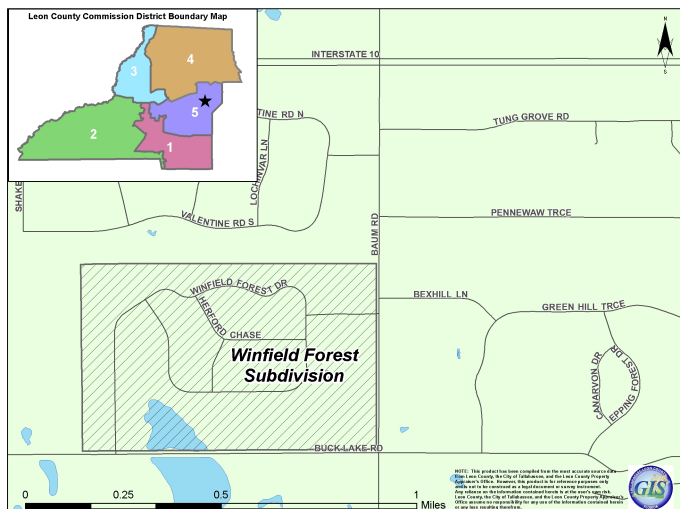
### Financial Summary

Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	100,076	1,067,194	12,732	0	0	0	0	0	0	1,167,270
	<u>100,076</u>	<u>1,067,194</u>	<u>12,732</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



Baum Road

## LEON COUNTY FISCAL YEAR 2024 - 2028 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 was awarded in February 2023. Construction of Phase 1A is expected to commence Spring 2023. Depending on additional grant funding, other phases will be completed between FY 2024 to FY 2026. The Board also directed staff to continue to seek future Springs Restoration grant funds for the Northeast Lake Munson and the Belair/Annawood areas.

On February 13, 2018, the Board accepted the grant from the springs restoration grant program for Northeast Lake Munson and Belair/Annawood sewer system projects. Belair/Annawood was completed in the summer of 2023 and Northeast Lake Munson is currently under construction.

Leon County is committed to sewer infrastructure improvements, and has invested millions of dollars in the Primary Spring Protection Zone septic-to-sewer program. Total funding either spent or included in the five-year approved capital improvement program (CIP) is approximately \$63 million, which will provide sewer to 709 homes currently served by septic tanks. Current funding for these projects consists of State grant funds, County matching funds and American Rescue Plan Act (ARPA) funds for sewer infrastructure improvements. Based on funding availability, future phases include an additional 819 lots that will be serviced by sewer. Due to increases in construction costs, the County is seeking additional matching funds from FDEP to assist in funding planned sewer projects in the Primary Springs Protection Zone. Based on recent construction bids, funds are currently not available to complete the construction of all planned Primary Spring Protection Zone sewer projects without additional matching support from the State and/or Federal governments.

#### 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 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 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## »» FDEP Springs Restoration Project

Dept/Div:	<b>Engineering Services</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 Wilkinson Woods subdivision. System installation began in Summer 2020. More than 53 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

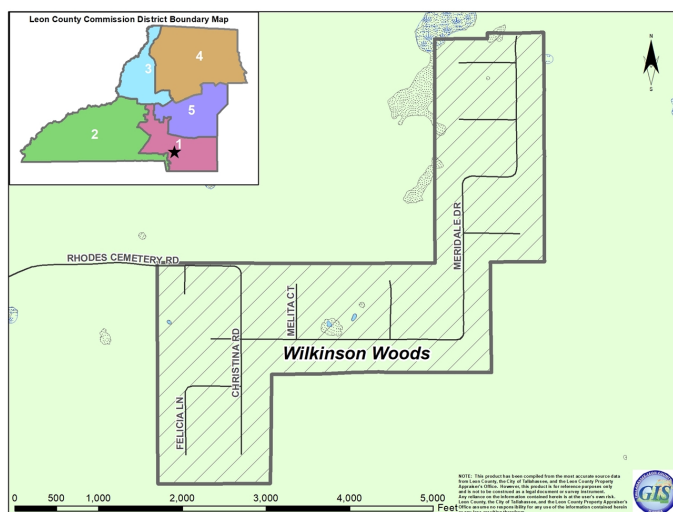
<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
125 Grants	905,785	594,215	0	0	0	0	0	0	0	1,500,000
	<u>905,785</u>	<u>594,215</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,500,000</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



## LEON COUNTY FISCAL YEAR 2024 - 2028 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 - Carryforward</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 first 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. The Timberlane Road cross drain upgrade is under design.

#### 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 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	0	0	0	0	0	222,221
309 Sales Tax - Extension	6,942,681	143,074	6,917	0	0	0	0	0	0	7,085,755
	<u>7,144,851</u>	<u>363,125</u>	<u>6,917</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>7,507,976</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 2024 - 2028 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 for FY 2024, of which 62% is reimbursed by the City of Tallahassee:

\$151,000 for Environmental Systems Research Institute, Inc. cloud computing environment, (ESRI) Enterprise Licensing Agreement (ELA): ESRI is the primary software provider for GIS software. The license covers web servers, the cloud computing environment and desktop licensing. Annual analysis has shown that the enterprise license saves money over the alternative of buying individual licenses.

\$87,000 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	7,116,638	405,095	195,430	349,000	359,000	380,000	440,000	440,000	1,968,000	9,489,733
	<u>7,116,638</u>	<u>405,095</u>	<u>195,430</u>	<u>349,000</u>	<u>359,000</u>	<u>380,000</u>	<u>440,000</u>	<u>440,000</u>	<u>1,968,000</u>	<u>9,489,733</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 2024 - 2028 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 was completed in FY 2019. A new aerial flyover is planned to begin in FY 2024.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	4,887,679	298,500	298,500	298,500	298,500	298,500	298,500	298,500	1,492,500	6,678,679
	<u>4,887,679</u>	<u>298,500</u>	<u>298,500</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>6,678,679</u>

#### Policy/Comprehensive Plan Information

Geographic Information System City of Tallahassee/Leon County Interlocal Agreement (1990); Permit Enforcement & Tracking System City of Tallahassee/Leon County Interlocal Agreement (1993)

The Comprehensive Plan mandates that a series of map layers be compiled and maintained for use in Comprehensive Plan implementation. The environmental component of both the City and County land development ordinances contain clauses mandating that protected natural features be mapped pursuant to applications for development.

Florida Department of Revenue requires that all property appraisers' offices in the State of Florida compile and maintain digital Cadastres that meet specific guidelines governing methodologies to be used and the layers to be compiled. Required layers include platted lots, tax parcels, right-of-ways, and legal dimensions.

#### Operating Budget Impact

N/A

# LEON COUNTY FISCAL YEAR 2024 - 2028 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. FY 2024 funding is to replace a forklift and a trailer. Outyear funding is to replace a Ford F-150 crew cab, a trailer, and a forklift.

### Strategic Initiative

N/A

### Financial Summary

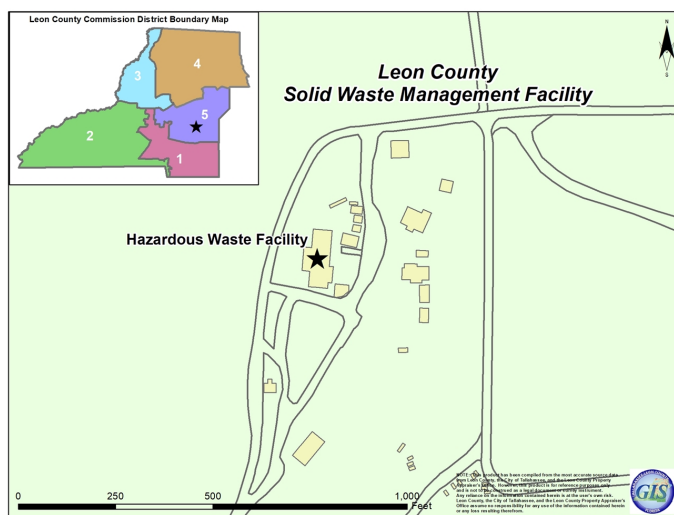
<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
401 Solid Waste	43,057	32,569	32,569	70,000	70,000	15,000	70,000	0	225,000	300,626
	<u>43,057</u>	<u>32,569</u>	<u>32,569</u>	<u>70,000</u>	<u>70,000</u>	<u>15,000</u>	<u>70,000</u>	<u>0</u>	<u>225,000</u>	<u>300,626</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 2024 - 2028 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. Site study to occur in FY 2026. Design for the relocation will begin in FY 2027.

### Strategic Initiative

Divert 3 million pounds of household hazardous waste from the landfill (I7)

### Financial Summary

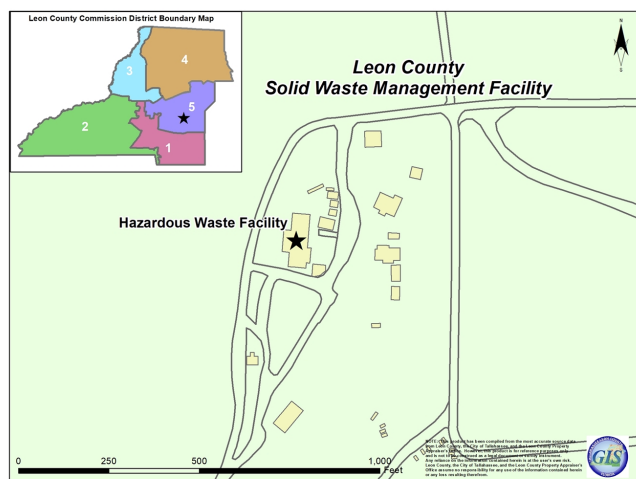
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
401 Solid Waste	506,557	68,266	0	0	0	150,000	80,000	0	230,000	804,823
	506,557	68,266	0	0	0	150,000	80,000	0	230,000	804,823

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



Hazardous Waste Drop-off - Lightbulbs

## LEON COUNTY FISCAL YEAR 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

### »» L.I.F.E. Stormwater and Flood Relief

Dept/Div: **Engineering Services**  
 Project #: **091009**  
 Service Type: **Physical Environment**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Strategic Priority: **EN1**

#### 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.

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 previous five year L.I.F.E. program schedules, existing funding will address the preliminary design for Benjamin Chaires Road and outyear funding is for construction.

#### 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
352 Sales Tax - Extension 2020 JPA Agreement	0	290,107	0	0	295,460	333,270	302,220	412,310	1,343,260	1,633,367
	0	290,107	0	0	295,460	333,270	302,220	412,310	1,343,260	1,633,367

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A



Sand bags for Flood Relief

# LEON COUNTY FISCAL YEAR 2024 - 2028 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 - Carryforward</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 was budgeted in FY 2023. A grant agreement is expected to be executed in Summer 2024.

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 2023); followed by Phase 3 - hydraulic dredging and disposal off-site (FY 2024).

### 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

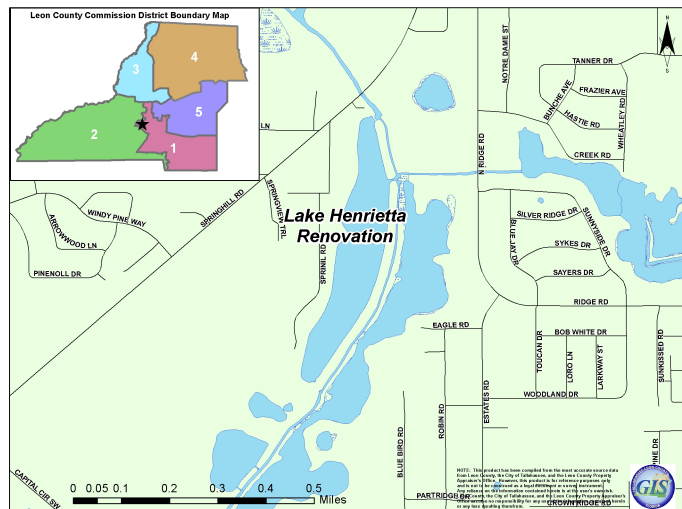
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	640,000	0	0	0	0	0	0	0	640,000
309 Sales Tax - Extension	72,209	0	0	0	0	0	0	0	0	72,209
	<b>72,209</b>	<b>640,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>712,209</b>

### Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality. Comprehensive Plan Levels of Service for Stormwater conveyance requires that no floodwaters enter a residence in a 100-year storm.

### Operating Budget Impact

Removal of the sediment will reduce Division of Operations expenditures to maintain flows into the facility and is necessary for permit compliance and enhance water quality within the Lake Munson basin.



Lake Henrietta



# LEON COUNTY FISCAL YEAR 2024 - 2028 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 new RFP for Solid Waste Management Professional Services, including the Landfill Closure Design Evaluation and Finalization, was awarded in 2022. Landfill Closure design viability study has been completed and redesign options provided for implementation. Following the approval of the report recommendations, design services are anticipated to be complete in Fall 2023. Construction is anticipated to begin in 2024.

The two leachate pump station replacement project is now included as a part of the Landfill Closure project. The \$300,000 for this project was moved from the Landfill Improvement (036002) project to the Landfill Closure (036043) project to maximize project delivery.

### Strategic Initiative

N/A

### Financial Summary

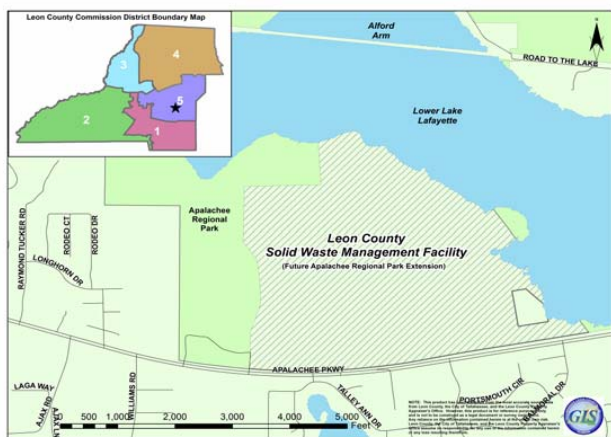
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
401 Solid Waste	3,046,879	7,879,726	125,885	0	0	0	0	0	0	10,926,605
	3,046,879	7,879,726	125,885	0	0	0	0	0	0	10,926,605

### 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 2024 - 2028 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 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 220 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 final engineering design and permitting process was complete in October 2022, with Construction beginning in February 2023.

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. 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
125 Grants	1,037,753	3,569,082	0	0	0	0	0	0	0	4,606,835
137 American Rescue Plan Act (ARPA)	0	6,500,000	2,289,745	0	0	0	0	0	0	6,500,000
305 Capital Improvements	3,167	4,123,096	0	0	0	0	0	0	0	4,126,263
352 Sales Tax - Extension 2020 JPA Agreement	0	2,125,000	114,317	0	0	0	0	0	0	2,125,000
	<u>1,040,920</u>	<u>16,317,178</u>	<u>2,404,062</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>17,358,098</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 2024 - 2028 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 2024 activities include:

\$200,000 - Accela license renewals,

\$55,000 - DigEplan

\$26,800 - Selectron renewal increase

\$42,500 - Flood plain Management System

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. (T15)

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	2,076,746	691,258	276,319	324,300	295,890	310,685	325,669	328,852	1,585,396	4,353,400
	<u>2,076,746</u>	<u>691,258</u>	<u>276,319</u>	<u>324,300</u>	<u>295,890</u>	<u>310,685</u>	<u>325,669</u>	<u>328,852</u>	<u>1,585,396</u>	<u>4,353,400</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 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## 》》 Rural Waste Vehicle and Equipment Replacement

Dept/Div: **Fleet Management**      Comp Plan CIE Project: **N/A**  
 Project #: **036033**      Capital Improvement: **N/A**  
 Service Type: **Physical Environment**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Strategic Priority: **EN3, EN4**

### 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 \$18,000 in surplus sales. The following is the FY 2024 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Rural Waste	2017 Mack Roll-Off	185,900	\$169,500	\$75,796	\$240,000

### 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 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
401 Solid Waste	970,204	209,421	0	240,000	110,000	255,000	110,000	400,000	1,115,000	2,294,625
	970,204	209,421	0	240,000	110,000	255,000	110,000	400,000	1,115,000	2,294,625

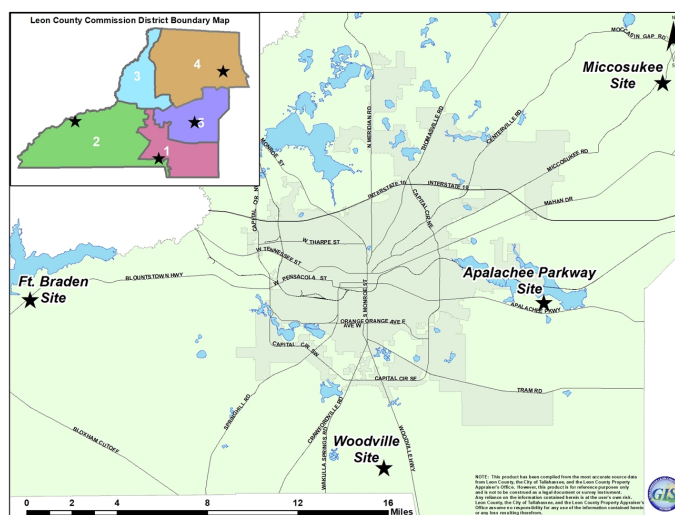
### Policy/Comprehensive Plan Information

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 2024 - 2028 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, mowing of the closed cells is required by the landfill permit requiring adequate mowing equipment. It is estimated that the vehicles/equipment being replaced will generate \$600 in surplus sales. The following is the FY 2024 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	\$6,057	\$5,000

### 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 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
401 Solid Waste	4,484,614	29,019	0	5,000	294,000	520,000	421,000	98,000	1,338,000	5,851,633
	<u>4,484,614</u>	<u>29,019</u>	<u>0</u>	<u>5,000</u>	<u>294,000</u>	<u>520,000</u>	<u>421,000</u>	<u>98,000</u>	<u>1,338,000</u>	<u>5,851,633</u>

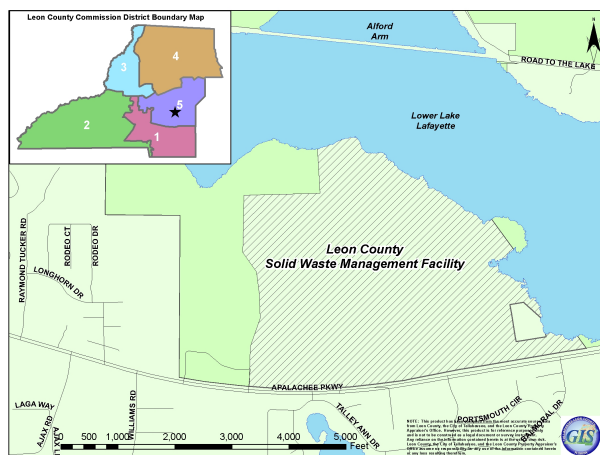
### Policy/Comprehensive Plan Information

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 2024 - 2028 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.

To ensure some FY 2024 capital projects related to facilities improvements and vehicle purchases are not delayed due to supply chain issues, \$1,101,744 in Transportation Trust funding was advanced funded in FY 2023 to support the following FY 2024 planned construction, repairs and maintenance:

FY 2024 includes funding for construction of Old Plank Road at Chicken Branch Crossing and construction for Antlers Subdivision. FY 2024 includes design funding for Munson Slough Embankment repair. Outyear budget contemplates construction anticipated at \$1.6 million.

Future projects include improvements on Old Magnolia at Panther Creek, Capitola Road, Black Creek Crossing on Miccosukee Road, Sandstone Ranch Subdivision. These projects will be prioritized based on funding availability. Additional projects will continue to be identified for future funding. 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  
Tram Road Cross Drain Replacement  
Crowder Road Outfall

#### 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	842,045	7,955	7,953	0	0	0	0	0	0	850,000
306 Transportation Improvements	560,368	2,491,059	96,861	231,256	800,000	800,000	800,000	800,000	3,431,256	6,482,683
	<u>1,402,413</u>	<u>2,499,014</u>	<u>104,814</u>	<u>231,256</u>	<u>800,000</u>	<u>800,000</u>	<u>800,000</u>	<u>800,000</u>	<u>3,431,256</u>	<u>7,332,683</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

## LEON COUNTY FISCAL YEAR 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

### »» Stormwater Pond Repairs

Dept/Div: **Public Works - Operations**  
 Project #: **066026**  
 Service Type: **Physical Environment**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Strategic Priority: **EN1**

#### Project Description/Justification

This project provides funding for the planned repair and replacement of stormwater structures including filters associated with County-owned stormwater facilities and roadways. The County has a large number of aging stormwater systems which have deteriorated and may not function at optimal levels during large rainfall events. These repairs are essential to provide for public safety and ensure that stormwater facilities continue to meet environmental and operating permit requirements. Poorly functioning systems can suffer from reduced storage capacity causing an increased potential for flooding.

Funding in the amount of \$100,000 is programmed for the next five years for these repairs. Due to continuous failures of the View Point Pond drainage system, funding is allocated in FY 2024 (\$100,000) for design and FY 2025 (\$400,000) 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	1,533,890	643,735	49,950	100,000	400,000	100,000	100,000	100,000	800,000	2,977,625
	1,533,890	643,735	49,950	100,000	400,000	100,000	100,000	100,000	800,000	2,977,625

#### 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 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## »» Stormwater Vehicle &amp; 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 \$68,000 in surplus sales. To ensure some FY 2024 capital projects related to parks and facilities improvements and vehicle purchases are not delayed due to supply chain issues, \$645,000 in dedicated general revenue fund balances and ARPA revenue replacement was advanced funded in FY 2023 to support the following FY 2024 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Operations	2007 Mack Roll Off	189,742	\$126,257	\$88,838	\$240,000
Operations	2011 Cat Skid Steer	1,597	\$80,726	\$53,845	\$135,000
Operations	2012 Look Trailer	N/A	\$9,949	\$13,429	\$20,000
Operations	2013 Caterpillar Tree Truck	82,400	\$198,635	\$87,795	\$250,000

**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 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	7,458,052	1,477,081	416,949	0	1,024,520	1,011,000	1,250,425	1,081,500	4,367,445	13,302,578
	<u>7,458,052</u>	<u>1,477,081</u>	<u>416,949</u>	<u>0</u>	<u>1,024,520</u>	<u>1,011,000</u>	<u>1,250,425</u>	<u>1,081,500</u>	<u>4,367,445</u>	<u>13,302,578</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 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

### »»» Transfer Station Heavy Equipment Replacement

Dept/Div:	<b>Fleet Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>036010</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 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 \$155,000 in surplus sales. The following is the FY 2024 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Transfer Station	John Deere Backhoe	3,536	\$154,545	\$21,217	\$225,000
Transfer Station	John Deere Loader	6,356	\$380,000	\$138,385	\$550,000

#### 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 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
401 Solid Waste	4,182,278	519,991	2,991	775,000	205,000	460,000	400,000	150,000	1,990,000	6,692,269
	4,182,278	519,991	2,991	775,000	205,000	460,000	400,000	150,000	1,990,000	6,692,269

#### 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 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## Transfer Station Improvements

Dept/Div:	<b>Solid Waste</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>036023</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 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. Phase 1 of the milling, resurfacing, and base repair for the exterior drive aisles were completed in June 2023. Construction for Phase 2 of the project is anticipated to begin in December 2023.

### Strategic Initiative

N/A

### Financial Summary

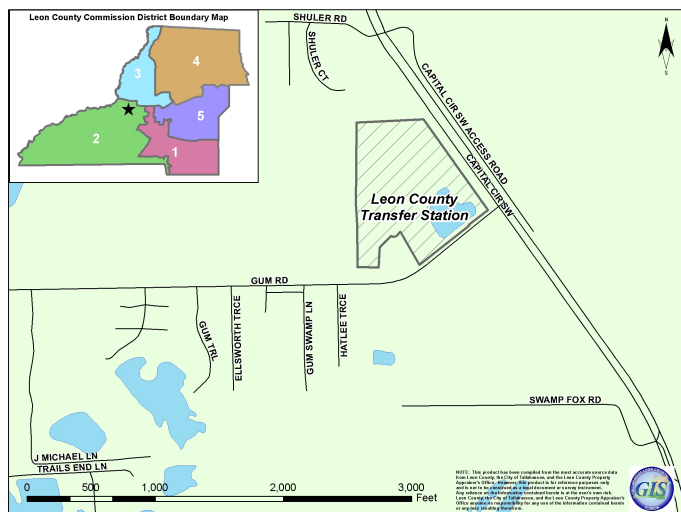
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
401 Solid Waste	2,094,577	643,769	505,750	550,000	50,000	50,000	50,000	50,000	750,000	3,488,346
	<u>2,094,577</u>	<u>643,769</u>	<u>505,750</u>	<u>550,000</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>	<u>750,000</u>	<u>3,488,346</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 2024 - 2028 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 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. At the completion of the entire septic to sewer conversion project, 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 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 was completed in November 2022 and the Construction started in May 2023. Phase 1A Construction and Construction Engineering Inspection (CEI) is \$15.1 million. Currently, Woodville Sewer Phase 1B Design is underway.

Due to increases in construction costs, the County is seeking additional matching funds from FDEP to assist in funding planned sewer projects in the Primary Springs Protection Zone. Based on recent construction bids, funds are currently not available to complete the construction of all planned Primary Spring Protection Zone sewer projects including future Woodville phases, without additional matching support from the state and/or Federal governments.

#### Strategic Initiative

Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone. (BG2)

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
125 Grants	1,505,939	9,063,580	0	0	0	0	0	0	0	10,569,519
137 American Rescue Plan Act (ARPA)	0	9,927,473	0	0	0	0	0	0	0	9,927,473
305 Capital Improvements	471,062	1,121,997	77,169	0	0	0	0	0	0	1,593,059
	<u>1,977,001</u>	<u>20,113,050</u>	<u>77,169</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>22,090,051</u>

#### Policy/Comprehensive Plan Information

Comprehensive Plan Land Use Policy 1.1.4 states "Central water and sewer may be provided in areas designated as Rural Community, Woodville Rural Community . . ." Land Use Policy 1.1.3 limits capital infrastructure designed to support urban density outside the Urban Service Area to instances such as the Woodville Rural Community where there is the potential of severe environmental degradation if no improvements are made, such as the high nitrogen loads from septic tanks.

#### Operating Budget Impact

N/A

## LEON COUNTY FISCAL YEAR 2024 – 2028 CAPITAL IMPROVEMENT PROGRAM

## »» Transportation Overview

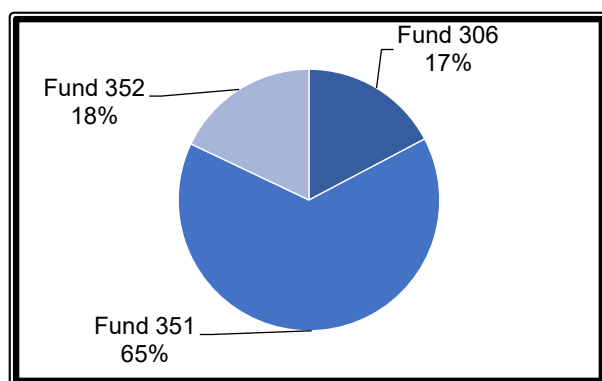
### Overview

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 2024 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 65% or (\$6,319,305) of the Sales Tax Extension (Fund 351) funds the FY 2024 transportation budget. The Gas Tax (Fund 306) funds 17% (\$1,685,090) and Sales Tax Extension (Fund 352) funds the remaining 18% (\$1,750,000) for Blueprint JPA sidewalk projects and L.I.F.E. projects.

**Chart 25.8**  
FY 2024 Transportation Projects  
by Funding Source



### 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 2024 Budget	FY 2025 Estimate	FY 2026 Estimate	FY 2027 Estimate	FY 2028 Estimate
New Public Works Vehicles & Equipment	026022	\$9,262	\$9,262	\$9,262	\$9,262	\$9,262
<b>Total</b>		<b>\$9,262</b>	<b>\$9,262</b>	<b>\$9,262</b>	<b>\$9,262</b>	<b>\$9,262</b>

### Managing Divisions

Table 25.14 shows Engineering Services will manage thirteen or 76% of the FY 2024 Transportation capital improvement projects. Fleet Management and Operations will each manage two projects, or the remaining 24% of the FY 2024 Transportation projects.

**Table 25.14**  
FY 2024 Transportation Projects  
by Managing Division

Managing Division	# of Projects	FY 2024 Budget
Engineering Services	13	\$9,459,227
*Fleet Management	2	\$0
Operations	2	\$295,168
<b>Total</b>	<b>17</b>	<b>\$9,754,395</b>

\*These projects were advanced funded in FY 2023 and will be carried forward into FY 2024.

## LEON COUNTY FISCAL YEAR 2024 – 2028 CAPITAL IMPROVEMENT PROGRAM

## »»Transportation Index

Page	Project	#	FY 2022 Life to Date	FY 2023 Adj Budget	FY 2024 Budget	FY24-FY28 Total	Project Total
653	Arterial & Collector Roads Pavement Markings	026015	\$1,437,905	\$179,538	\$135,200	\$676,000	\$2,293,443
654	Arterial/Collector and Local Road Resurfacing	056001	\$24,506,255	\$9,505,639	\$5,959,337	\$31,309,104	\$65,320,998
655	Community Safety & Mobility	056005	\$8,118,805	\$511,952	\$0	\$100,000	\$8,730,757
656	DOT Old Bainbridge Rd. @ CC NW	053011	\$34,481	\$809,711	\$0	\$0	\$844,192
657	Intersection and Safety Improvements	057001	\$9,164,278	\$4,226,197	\$200,000	\$1,200,000	\$14,590,475
658	L.I.F.E. Neighborhood Enhancements & Transportation Safety	091006	\$0	\$0	\$275,000	\$1,375,000	\$1,375,000
659	L.I.F.E. Rural Road Safety Stabilization	091003	\$294,366	\$180,635	\$100,000	\$500,000	\$975,001
660	L.I.F.E. Street Lighting	091005	\$94,733	\$380,267	\$125,000	\$625,000	\$1,100,000
661	Magnolia Drive Multi-Use Trail	055010	\$5,556,251	\$1,840,738	\$0	\$0	\$7,396,989
662	Maylor Road Accessibility/Stormwater Improvements	065005	\$770,925	\$2,252,240	\$0	\$0	\$3,023,165
663	Miccosukee Road Bridge Replacement	057918	\$0	\$567,500	\$0	\$0	\$567,500
664	N. Florida Fairgrounds Road Milling and Resurfacing	051009	\$0	\$0	\$0	\$220,000	\$220,000
665	New Public Works Vehicles & Equipment	026022	\$607,440	\$164,180	\$0	\$0	\$771,620
666	Open Graded Hot Mix Maintenance and Resurfacing	026006	\$12,794,878	\$271,961	\$159,968	\$1,022,388	\$14,089,227
667	Public Works Design and Engineering Services	056011	\$505,187	\$200,255	\$100,000	\$500,000	\$1,205,442
668	Public Works Vehicle & Equipment Replacement	026005	\$12,977,374	\$2,967,856	\$0	\$6,572,700	\$22,517,930
669	Sidewalk Program	056013	\$5,603,671	\$8,783,422	\$2,699,890	\$13,825,699	\$28,212,792
<b>Transportation Total</b>			<b>\$82,466,549</b>	<b>\$32,842,091</b>	<b>\$9,754,395</b>	<b>\$57,925,891</b>	<b>\$173,234,531</b>

\*Funding for projects not completed in FY 2023 will be included in the FY 2023 to FY 2024 carry forwards to provide continued project funding.

## LEON COUNTY FISCAL YEAR 2024 - 2028 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 refurbishes 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
306 Transportation Improvements	1,437,905	179,538	0	135,200	135,200	135,200	135,200	135,200	676,000	2,293,443
	<u>1,437,905</u>	<u>179,538</u>	<u>0</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>2,293,443</u>

#### Policy/Comprehensive Plan Information

Florida Statute 336 - requires that local governments maintain infrastructures within their jurisdictions

#### Operating Budget Impact

N/A



Road Pavement Markings

## LEON COUNTY FISCAL YEAR 2024 - 2028 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.

Public Works is in the process of preparing an RFP 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. The results of the study and treatment options is anticipated to increase the number of roads receiving surface treatment annually. A request for proposals will go out in early FY 2024 and once a bid has been awarded, 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

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
309 Sales Tax - Extension	19,088,207	0	0	0	0	0	0	0	0	19,088,207
351 Sales Tax - Extension 2020	5,418,048	9,505,639	2,538,157	5,959,337	6,041,893	6,234,914	6,433,714	6,639,246	31,309,104	46,232,791
	<u>24,506,255</u>	<u>9,505,639</u>	<u>2,538,157</u>	<u>5,959,337</u>	<u>6,041,893</u>	<u>6,234,914</u>	<u>6,433,714</u>	<u>6,639,246</u>	<u>31,309,104</u>	<u>65,320,998</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 2024 - 2028 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, Q3</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. \$100,000 in funding is allocated in FY 2026.

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 #056013, which is funded by the 2nd Sales Tax Extension (Blueprint 2020), and half of the 2nd Local Option Gas Tax.

#### 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 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
125 Grants	36,221	0	0	0	0	0	0	0	0	36,221
306 Transportation Improvements	0	0	0	0	0	100,000	0	0	100,000	100,000
309 Sales Tax - Extension	8,082,584	511,952	75,427	0	0	0	0	0	0	8,594,536
	<u>8,118,805</u>	<u>511,952</u>	<u>75,427</u>	<u>0</u>	<u>0</u>	<u>100,000</u>	<u>0</u>	<u>0</u>	<u>100,000</u>	<u>8,730,757</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



Traffic Signs



# LEON COUNTY FISCAL YEAR 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

## DOT Old Bainbridge Rd @ CC NW

Dept/Div: **Engineering Services**  
 Project #: **053011**  
 Service Type: **Transportation**  
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Strategic Priority: **EC1, Q3, Q5**

### 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, budgeted in FY 2023. Design is complete and the project is in the permitting process. Once permitting is complete, construction funds will be available in State FY 2025. A State Funded Grant LAP Agreement will be executed with FDOT for construction, estimated at \$1,403,000.

### 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

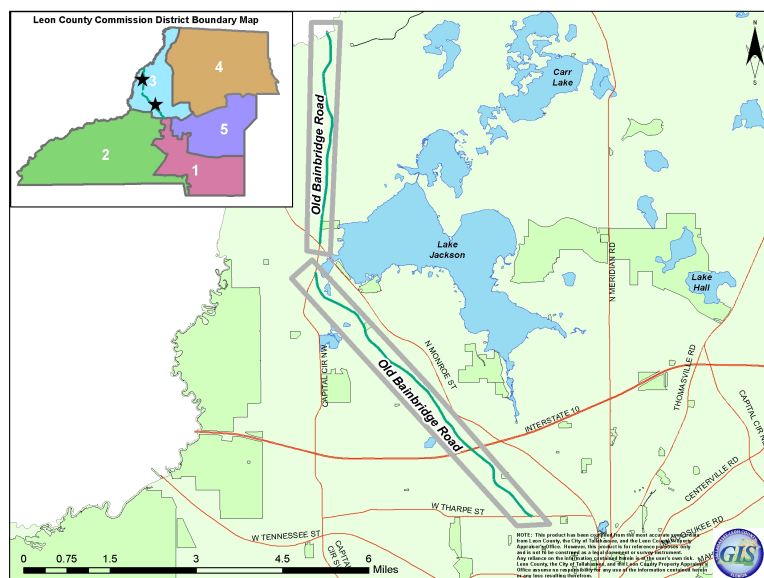
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
125 Grants	34,481	108,211	0	0	0	0	0	0	0	142,692
351 Sales Tax - Extension 2020	0	701,500	0	0	0	0	0	0	0	701,500
	<u>34,481</u>	<u>809,711</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>844,192</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



## LEON COUNTY FISCAL YEAR 2024 - 2028 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.

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 2023, with construction initiated in FY 2024).

Future projects:

Old Bainbridge Road/Portland Avenue

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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
125 Grants	373,839	12,321	0	0	0	0	0	0	0	386,160
306 Transportation Improvements	464,467	252,848	18,936	0	0	0	0	0	0	717,315
308 Sales Tax	8,153,259	3,961,028	115,256	0	0	0	0	0	0	12,114,287
309 Sales Tax - Extension	172,713	0	0	0	0	0	0	0	0	172,713
351 Sales Tax - Extension 2020	0	0	0	200,000	250,000	250,000	250,000	250,000	1,200,000	1,200,000
	<u>9,164,278</u>	<u>4,226,197</u>	<u>134,192</u>	<u>200,000</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>	<u>1,200,000</u>	<u>14,590,475</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 2024 - 2028 CAPITAL IMPROVEMENT PROGRAM

### »» L.I.F.E. Neighborhood Enhancements & Transportation Safety

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>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 (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.

The Transportation & Neighborhood Enhancements category is added for FY 2024. Funding will be used to address project needs in multiple expenditure categories identified in the L.I.F.E. Policy. These projects include culvert repairs, replacements, or upgrades; traffic safety and emergency access projects; and stormwater erosion and soil stabilization projects. Previously, significant L.I.F.E. funding was allocated for the Miccosukee Sense of Place project. However, the County was successful in receiving federal funds for this project thereby reducing the need for L.I.F.E. funding. This allows the County to now provide funding for this new category.

The FY 2024 L.I.F.E. schedule includes funding of \$275,000 per year through FY 2028.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	275,000	275,000	275,000	275,000	275,000	1,375,000	1,375,000
	0	0	0	275,000	275,000	275,000	275,000	275,000	1,375,000	1,375,000

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

## LEON COUNTY FISCAL YEAR 2024 - 2028 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 2024 through FY 2028 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 since Florida Statutes does not allow for the resurfacing of privately owned paved roads 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 twelve projects: Mamie Lane, Daniel Lee Trail, Johnherb Lane, Willie Frances Trail, Backforest Lane, Minnie Rose, Kinfolks Loop, and Silver Branch, Kin Cross Lane, Wilkinson Woods, Ranger Road and Sassafras Trail.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
352 Sales Tax - Extension 2020 JPA Agreement	294,366	180,635	2,400	100,000	100,000	100,000	100,000	100,000	500,000	975,001
	<u>294,366</u>	<u>180,635</u>	<u>2,400</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>975,001</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

## LEON COUNTY FISCAL YEAR 2024 - 2028 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 increase 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.

At the April 25, 2023 Budget Workshop, the Board approved a revision to the Street Lighting Policy to include the Unincorporated Area School Bus Stop Lighting program. This revision provides specific criteria for new street light installations as school bus stops proposed within the unincorporated area of Leon County.

The street lighting program is currently funded at \$125,000 per year in the County's five-year Capital Improvement Program. Current funding supports 12 to 18 street lighting intersection projects per year. Specific street lighting projects continue to be developed consistent with the policy, and to date, the County has installed over 48 street lights.

#### Strategic Initiative

N/A

#### Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
352 Sales Tax - Extension 2020 JPA Agreement	94,733	380,267	40,016	125,000	125,000	125,000	125,000	125,000	625,000	1,100,000
	<u>94,733</u>	<u>380,267</u>	<u>40,016</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>1,100,000</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 2024 - 2028 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 IV and Phase I Construction began in FY 2021 and was completed in the FY 2022. A bid for CEI (construction engineering and inspection) services was awarded in FY 2023 and Phase II construction is anticipated to commence in early FY 2024.

- Phase I - South Meridian Road to Pontiac Drive is complete.
- Phase II - Pontiac Drive to Diamond Street
- Phase III - Diamond Street to Apalachee Parkway
- Phase IV - Multiuse Trail from South Meridian Road to South Monroe Street was completed in Summer 2022.
- Phase V - (combined with Phase 3) Continuation of Multiuse Trail from Chowkeebin Nene to Apalachee Parkway
- Phase VI - 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

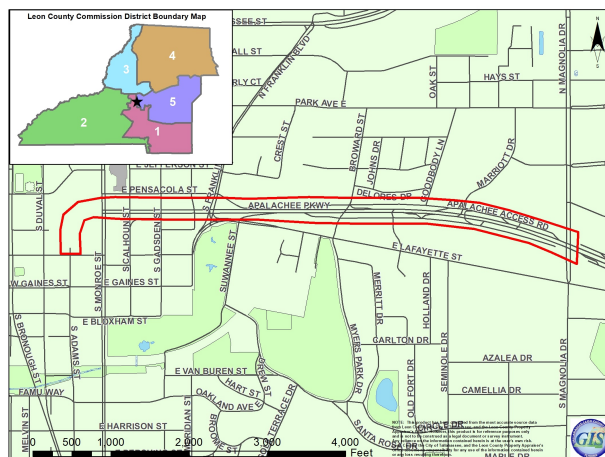
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
125 Grants	5,556,251	1,840,738	105,094	0	0	0	0	0	0	7,396,989
	<u>5,556,251</u>	<u>1,840,738</u>	<u>105,094</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>7,396,989</u>

### Policy/Comprehensive Plan Information

Sidewalk Policy

### Operating Budget Impact

N/A



# LEON COUNTY FISCAL YEAR 2024 - 2028 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, with design services being completed in May 2022. Based on the 100% design document, the overall construction estimate 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 were completed by May 2022. Project status is pending the completion of the temporary construction easement acquisition process.

### Strategic Initiative

N/A

### Financial Summary

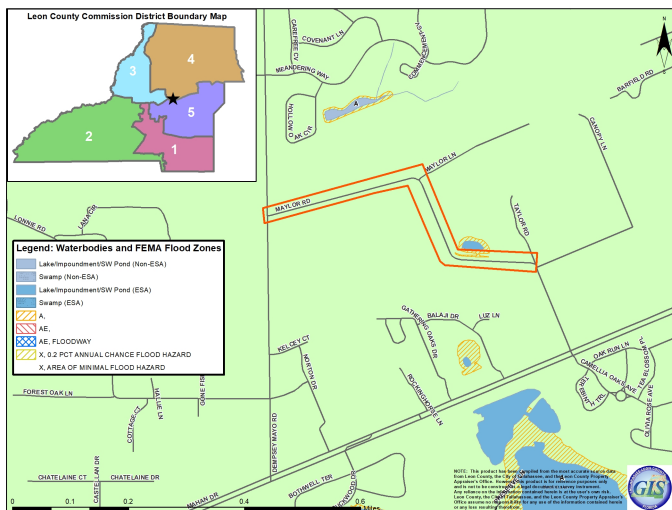
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	770,925	2,252,240	27,385	0	0	0	0	0	0	3,023,165
	770,925	2,252,240	27,385	0	0	0	0	0	0	3,023,165

### 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 2024 - 2028 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. The remaining 75% funding will be a reimbursable grant from FDOT. 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.

This project is under permit review in FY 2023 and a construction Local Agency Program (LAP) agreement is anticipated to be brought to the Board for approval in the early FY 2024.

### 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

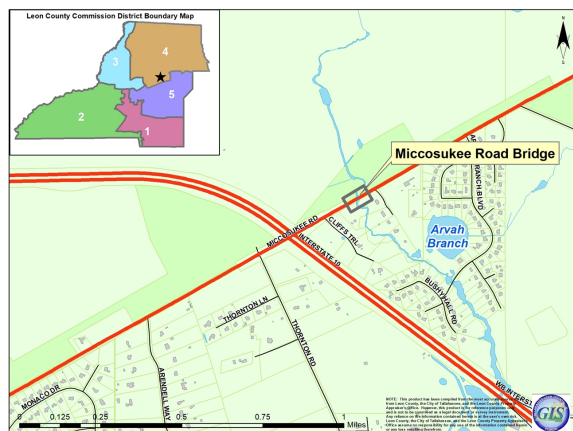
Funding Source	Life To Date FY 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	0	567,500	0	0	0	0	0	0	0	567,500
	<u>0</u>	<u>567,500</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>567,500</u>

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A





# LEON COUNTY FISCAL YEAR 2024 - 2028 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 2025, 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

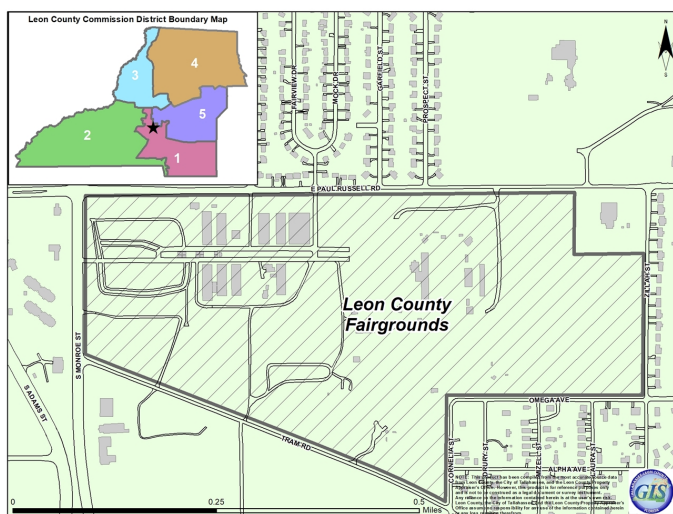
<u>Funding Source</u>	<u>Life To Date FY 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	0	0	0	0	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 2024 - 2028 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, EN4</b>

#### Project Description/Justification

This project is for the purchase of a new vehicles and equipment. To ensure some FY 2024 capital projects related to facilities improvements and vehicle purchases are not delayed due to supply chain issues, \$62,840 in Transportation Trust funding was advanced funded in FY 2023 to support the FY 2024 purchase of a new Toyota Highlander Hybrid for the Engineering Services Division.

#### 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
306 Transportation Improvements	607,440	164,180	31,509	0	0	0	0	0	0	771,620
	<u>607,440</u>	<u>164,180</u>	<u>31,509</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>771,620</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 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>
106 Transportation Trust	9,262	9,262	9,262	9,262	9,262
	<u>9,262</u>	<u>9,262</u>	<u>9,262</u>	<u>9,262</u>	<u>9,262</u>

N/A



Public Works - Motor Grader

## LEON COUNTY FISCAL YEAR 2024 - 2028 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 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
351 Sales Tax - Extension 2020	64,671	271,961	16,433	159,968	215,605	215,605	215,605	215,605	1,022,388	1,359,020
	<u>12,794,878</u>	<u>271,961</u>	<u>16,433</u>	<u>159,968</u>	<u>215,605</u>	<u>215,605</u>	<u>215,605</u>	<u>215,605</u>	<u>1,022,388</u>	<u>14,089,227</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 2024 - 2028 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
306 Transportation Improvements	505,187	200,255	61,243	100,000	100,000	100,000	100,000	100,000	500,000	1,205,442
	<u>505,187</u>	<u>200,255</u>	<u>61,243</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>1,205,442</u>

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A

## LEON COUNTY FISCAL YEAR 2024 - 2028 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 \$360,400 in surplus sales and an additional \$268,400 in equipment buyback revenue. To ensure some FY 2024 capital projects related to facilities improvements and vehicle purchases are not delayed due to supply chain issues, \$1,258,000 in Transportation Trust funding was advanced funded in FY 2023 to support the following FY 2024 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Operations	2012 Ford F-350	121,914	\$35,543	\$24,667	\$55,000
Operations	2012 Volvo Motograder	2,786	\$250,646	\$22,814	\$380,000
Operations	2014 Bush Hog Mower	N/A	\$13,399	\$40,053	\$25,000
Operations	2014 Bush Hog Mower	N/A	\$13,399	\$30,229	\$38,000
Operations	2018 John Deere Motor Grader	2,485	\$250,646	\$14,219	\$380,000
Operations	2018 John Deere Motor Grader	2,306	\$250,646	\$26,697	\$380,000

#### 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 2022	Adjusted Budget FY 2023	Year To Date FY 2023	FY 2024 Budget	FY 2025 Planned	FY 2026 Planned	FY 2027 Planned	FY 2028 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	12,977,374	2,967,856	627,276	0	1,663,000	1,560,000	1,634,000	1,715,700	6,572,700	22,517,930
	<u>12,977,374</u>	<u>2,967,856</u>	<u>627,276</u>	<u>0</u>	<u>1,663,000</u>	<u>1,560,000</u>	<u>1,634,000</u>	<u>1,715,700</u>	<u>6,572,700</u>	<u>22,517,930</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 2024 - 2028 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 #056005 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 2022</u>	<u>Adjusted Budget FY 2023</u>	<u>Year To Date FY 2023</u>	<u>FY 2024 Budget</u>	<u>FY 2025 Planned</u>	<u>FY 2026 Planned</u>	<u>FY 2027 Planned</u>	<u>FY 2028 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
306 Transportation Improvements	5,603,619	4,095,922	870,424	1,449,890	1,481,763	1,514,348	1,547,693	1,582,005	7,575,699	17,275,240
352 Sales Tax - Extension 2020 JPA Agreement	52	4,687,500	0	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	6,250,000	10,937,552
	<u>5,603,671</u>	<u>8,783,422</u>	<u>870,424</u>	<u>2,699,890</u>	<u>2,731,763</u>	<u>2,764,348</u>	<u>2,797,693</u>	<u>2,832,005</u>	<u>13,825,699</u>	<u>28,212,792</u>

#### Policy/Comprehensive Plan Information

Sidewalk Policy

#### Operating Budget Impact

N/A

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

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## LEON COUNTY FISCAL YEAR 2024 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.



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(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.

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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.

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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 2024 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 2024 TENTATIVE BUDGET

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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 2024 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 2024 TENTATIVE BUDGET

## »» Guiding Principles

1. The Board of County Commissioners upholds the importance of the Leon County Home Rule Charter allowing citizen involvement and flexibility in shaping government to best meet the County's unique and changing needs.
2. The County budget will always be balanced, with available revenues equal to appropriations.
3. The County will strive to maintain the lowest dollars spent per County resident, as compared to like-size counties, while retaining the maximum level of service possible.
4. Through citizen input and Commission deliberation, core functions for County government will be identified and the dollars will be allocated accordingly during the budget process.
5. The County will continue to explore opportunities with its governmental counterparts for functional consolidation and/or shared efficiencies.
6. The County will continue to enhance our cooperation and coordination with our Universities and Community College to promote, strengthen, and sustain our community's intellectual capital.
7. The County Administrator will require Program Managers to conduct an annual review and scrutiny of their base budgets when preparing budgets for future years.
8. Consistent with best practices and the Florida Statutes, Leon County will retain an emergency reserve fund of not less than 5%, but not more than 10% of the general operating budget (Policy No. 07-2).
9. Consistent with best practices and the Florida Statutes, Leon County will retain an operating cash reserve fund of not less than 10% but not more than 20% of the general operating budget (Policy No. 07-2).
10. Cash reserves in excess of reserve policies will be utilized to support one-time capital projects and/or other one-time expenditures to address unforeseen revenue shortfalls (Policy No. 07-2).
11. Leon County will continue to ensure the useable and safe life of existing infrastructure by providing funding for proper maintenance (Policy No. 93-44).
12. Provide that fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise (Policy No. 92-5).
13. Ensure that capital projects financed through the issuance of bonds will not be financed for a period that exceeds the useful life of the project or the life of the supporting revenue source (Policy No. 93-47), and support conduit financing to promote the economic health of the community.
14. Maintain accounting and reporting practices in conformance with the Uniform Accounting System of the State of Florida and Generally Accepted Accounting Principles (GAAP) (Policy No. 92-4).
15. Ensure that the annual financial and compliance audit of the County's financial records is conducted by an independent firm of certified public accountants whose findings and opinions are published and available for public review (Policy No. 92-4).
16. Will optimize return on investments within the constraints of safety and liquidity through an adopted Investment Policy.
17. Shall establish formal policies and procedures to address amending the budget while allowing the organization to function and react to changing conditions (Policy No. 97-11).
18. The County shall provide a meaningful public input process during the annual budget review which shall, at a minimum, include at least one Board Workshop and two Public Hearings.
19. The County will fully research and employ technology to improve the personal and collective efficiency of county employees.
20. The County will continue to enhance our culture of performance, as we maintain a very low employee per 1,000 population and a "flat" organizational structure and hold individual employees to high expectations and performance standards. Employees are entrusted with broad authority in their functional areas, expected to respond quickly to requests for service, explore and pursue alternatives to assist the citizenry, attempt to deliver more than what is expected, and are empowered to use professional discretion on the spot to resolve issues and reduce "bureaucracy." These employees are valued and compensation and benefits are commensurate with their responsibilities and competitive in the industry.
21. The County will continue to improve efforts to promote employee innovation, through incentives, recognition and rewards for identifying and implementing program and process improvements that add value to services while producing cost savings.
22. The County will continue to leverage Leon County 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 2024 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 2024 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.

### **Finance 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, disclosure 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.

### **Solid Waste Rate Stabilization Reserve Fund 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.

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### **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.

### **Accounting and Reporting Policy, No. 92-4**

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 92-4 "Accounting and Reporting", adopted March 10, 1992, is hereby amended and a revised policy is hereby adopted in its place, to wit:

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 semi-annual reports, consisting of a mid-year and an annual report, 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.

### **Revenues Policy, No. 92-5**

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

The County will establish revenue practices to:

1. Provide that the County seek out and maintain a diversified revenue system to protect it from fluctuations in any one revenue source.
2. Provide that fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise.

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3. 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**

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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### **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.

### **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. 93-47, adopted by the Board of County Commissioners on August 10, 1993, is hereby superseded, and a revised 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 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, Policy 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, Policy 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.

### 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.

### Carry Forward Program Policy, No. 98-16

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 94-8, entitled "Carry Forward Program" and adopted by the Board of County Commissioners on December 13, 1994, is hereby repealed and superseded, and a new policy is hereby adopted in its place, to wit:

The Carry Forward Program provides budget incentives to managers to improve financial management effectiveness and accountability. The program allows managers to carry forward into the ensuing fiscal year a portion of, or all, of the unexpected end-of-year funds for identifiable projects which will result in increased productivity, cost savings and/or increased efficiency. Those projects which receive the County Administrator's approval will be presented to the Board of County Commissioners prior to November 1 of each year.

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### 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.

### Finance Advisory Committee Policy, No. 00-1

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 00-01 "Finance Advisory Committee", adopted by the Board on February 8, 2000, is hereby amended and a revised policy is adopted in its place, to wit:

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 or designee, the Leon County Attorney or designee, the Director of the Office of Financial Stewardship, the Director of the Office of Management and Budget or the Budget Manager, and the Clerk of Courts' Finance Director.

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The Finance Advisory Committee shall review and make recommendations to the Board of County Commissioners on financial matters related to Leon County, Florida, and all County boards and authorities. Such financial matters may include, but not be limited to, issuance of debt, selection of bond counsel, financial advisory services, bond underwriter services, underwriter counsel, disclosure counsel, and arbitrage rebate compliance services.

### Leon County Investment Policy, No. 17-4

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 17-4, "Leon County Investment Policy", adopted on July 11, 2017, is hereby amended and a revised policy is hereby adopted in its place, 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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## Solid Waste Rate Stabilization Reserve Fund 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.

## 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 Application Process

- (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 Funding Category Guidelines

- (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, 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

- a. This policy is not intended to limit regular mid-year salary adjustment transfers from the salary adjustment contingency account, which is reviewed separately by the Board of County Commissioners on an annual basis.

### Capital Asset 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

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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>

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# »» Budget Terminology

## Abbreviations & Acronyms

AC	Advisory Committee	EFT	Electronic Fund Transfer
ACFR	Annual Comprehensive Financial Report	EMS	Emergency Medical Services
ACRA	Accrual Accounting	EOC	Emergency Operations Center
ADA	America Disabilities Act	ESF	Emergency Support Function
AFS	Administrative Financial System	FAC	Florida Association of Counties
AGI	Adjusted Gross Income	FASB	Financial Accounting Standards Board
AMT	Alternative Minimum Tax	FDOT	Florida Department of Transportation
BAR	Budget Amendment Request	FEMA	Federal Emergency Management Agency
BCP	Budget Change Proposal	FICA	Federal Insurance Contributions Act
BEA	Budget Enforcement Act	FLUM	Future Land Use Map
BEBR	Bureau of Economic and Business Research	FNP	Florida Nutrition Program
BLS	Bureau of Labor Statistics	FS	Florida Statutes
BOCC	Board of County Commissioners	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
CMR	Community & Media Relations	GAO	Government Accountability Office
COLA	Cost of Living Adjustment	GASB	Governmental Accounting Standards Board
CPI	Consumer Price Index	GFOA	Government Finance Officers Association
CRA	Community Redevelopment Act	GIS	Geographic Information Systems
CRTPA	Capital Region Transportation Planning Agency	GPRA	Government Performance & Results Act
DEP	Department of Environmental Protection	HAB	Healthcare Advisory Board
DIA	Downtown Improvement Authority	HFA	Housing Finance Authority
DOR	Department of Revenue	HIPAA	Health Insurance Portability and Accountability Act
DJJ	Department of Juvenile Justice	HSCP	Office of Human Services & Community Partnership
DRI	Development of Regional Impact	HR	Human Resources
DSEM	Department of Support & Environmental Management		
EDC	Economic Development Council		
EEO	Equal Employment Opportunity		

## LEON COUNTY FISCAL YEAR 2024 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	PSCB	Public Safety Communications Board
IJA	Infrastructure Investment and Jobs Act	PSCC	Public Safety Coordinating Council
JAG	Justice Assistance Grant	PUB	Planned Unit Development
JE	Journal Entry	RFP	Request for Proposals
JV	Journal Voucher	RP	Real Property
LCCOL	Leon County Code of Law	SAL	State Appropriations Limit
LCSO	Leon County Sheriff's Office	SCRAM	Secure Continuous Remote Alcohol Monitor
LEADS	Listens, Engages, Aligns, Delivers, Strives	SHIP	State Housing Initiative Plan
LOS	Level of Service	SLGS	State and Local Government Security
LOST	Local Option Sales Tax	SPTR	Supervised Pre -Trial Release
MIS	Management Information Services	TDC	Tourist Development Council
MOU	Memorandum of Understanding	TFA	Transaction Function Activity Code
MSTU	Municipal Services Taxing Unit	TIF	Tax Increment Financing
M/WSBE	Minority/Women Small Business Enterprise	TIPS	Treasury Inflation Protected Securities
NA	Not Applicable, or Not Available	TLCPD	Tallahassee-Leon County Planning Department
NCGA	National Council on Governmental Accounting	TMDL	Total Maximum Daily Load
NCIC	National Crime Information Center	TRIM	Truth In Millage
NIPA	National Income and Product Accounts	USA	Urban Services Area
NPDES	Non-Point Discharge Elimination System	USDA	United States Department of Agriculture
OGC	Office of General Council	YTD	Year-to-Date
OMB	Office of Management & Budget		

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

# »» Budget Terminology

## Citizens' Guide to the Budget Budget Terms

### -A-

#### **Accrual Accounting:**

A basis of accounting in which revenues are recorded when earned and expenses are recorded at the time they are incurred, instead of when cash is actually received or disbursed.

#### **Actual:**

Monies which have already been used or received.

#### **Ad Valorem Tax:**

A tax levied on the assessed value (net of any exemptions) of real or personal property. This is commonly referred to as property tax.

#### **Adjusted Final Millage:**

The actual tax rate levied by a local government when tax bills are issued. The rate is adjusted for corrected errors in property assessments for tax purposes and for changes in assessments made by property appraisal adjustment boards in each county. Usually, such changes are very slight and the adjusted millage sometimes does not change from the levy set by the taxing authority. State law provides for certain limitations.

#### **Adopted Budget:**

The financial plan of revenues and expenditures for a fiscal year as approved by the Leon County Board of Commission.

#### **Aggregate Millage Rate:**

The sum of all property tax levies imposed by the governing body of a county. State law limits the aggregate rate for a county or municipality to \$10.00 per \$ 1,000 of assessed taxable value.

#### **Amendment:**

A change to an adopted budget that may, or may not, increase or decrease a fund total. The change must be approved by the County Commission in certain instances.

#### **Appropriated Fund Balance:**

The fund balance is included as a revenue source in the annual budget.

#### **Appropriated Income:**

Florida Statute requires county governments to budget only ninety-five percent (95%) of the total revenue anticipated. Five (5%) percent of the total amount of revenues cannot be incorporated into the budget and made available for expenditure. Therefore, ninety-five percent (95%) of the one hundred percent (100%) of anticipated total revenues becomes the portion referred to as appropriated income.

#### **Appropriations:**

A specific amount of funds authorized to which financial obligations and expenditures may be made.

#### **Assessed Value:**

A value established by the County Property Appraiser for all real or personal property for use as a basis for levying property taxes.

### -B-

#### **Balanced Budget:**

A budget in which revenues are equal to expenditures. Thus, neither a budget deficit nor a budget surplus exists.

#### **Base Budget:**

The amount programmed in the budget year for conducting the same program and performing the same services as are planned for the current year.

#### **Board of County Commissioners (BOCC):**

Elected Officials that make legislative decisions concerning Leon County policies.

## LEON COUNTY FISCAL YEAR 2024 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 Board of County Commissioners.

**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 and Comptroller.

**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 Board of County Commissioners.

**Customer:**

The recipient of an output product or service. May be internal or external to the organization.

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## » Budget Terminology

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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 2024 TENTATIVE BUDGET

## »» Budget Terminology

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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, Enterprise Funds, and Internal Service 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 2024 TENTATIVE BUDGET

## »» Budget Terminology

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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 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 2024 TENTATIVE BUDGET

## »» Budget Terminology

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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 2024 TENTATIVE BUDGET

## »» Statistical Summary

<b>POPULATION</b>	<b>Leon County</b>	<b>Unincorporated</b>	<b>Incorporated</b>
Total Population	299,130	98,841	200,289
Median Age	31		
Total Registered Voters (Supervisor of Elections website, as of 8/14/23)	197,827		

<b>LABOR FORCE</b> (Source: Tallahassee-Leon County OEV)	<b>2022 (Annual)</b>	<b>2021 (Annual)</b>	<b>2020 (Annual)</b>
Labor Force	159,970	154,311	151,020
Employment	194,784	184,800	179,600
Unemployment	6,060	9,000	30,248
Unemployment Rate (%)	3.0%	4.2%	6.4%

<b>MEDIAN HOUSEHOLD INCOME</b> (Source: Tallahassee-Leon County OEV)	<b>2022</b>	<b>2021</b>	<b>2020</b>
Leon County	\$81,400	\$75,900	\$74,100
Florida	\$79,300	\$70,000	\$68,000

### **TOP EMPLOYERS** (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

### **EMPLOYMENT BY TOP INDUSTRIES** (Source: Tallahassee-Leon County OEV)

Government 60,000  
 Professional & Business Services 27,100  
 Trade, Transportation, and Utilities 25,700  
 Education and Health Services 25,500  
 Leisure and Hospitality 20,400

### **EDUCATION**

#### **Leon County Public K-12 Schools** ([www.leon.k12.fl.us](http://www.leon.k12.fl.us))

Elementary Schools 24  
 Middle Schools 8  
 High Schools 6  
 Charter Schools 5  
 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 2024 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 2024 TENTATIVE BUDGET

# »» Statistical Summary

## STATE & LOCAL TAXATION (2023/2024)

### Local

Ad Valorem Millage Rates (Proposed)	City/DIA	City	Uninc.
Countywide	8.3144	8.3144	8.3144
Emergency Medical Services (EMS) MSTU	0.75	0.75	0.75
City of Tallahassee	4.5000	4.5000	0.00
City of Tallahassee Downtown Improvement Authority (DIA)	1.00	0.00	0.00
Leon County School Board			
By State Law	3.2160	3.2160	3.2160
By Local Board	2.2480	2.2480	2.2480
Northwest FL Water Management District	0.0234	0.0234	0.0234
Children's Services of Leon County	0.3477	0.3477	0.3477
<b>Total</b>	<b>20.3995</b>	<b>19.3995</b>	<b>14.8995</b>

Ad Valorem Tax Exemption Available

Yes

General Homestead Exemption

25,000

**Note:** (Effective January 1, 2008, there is an additional \$25,000 exemption on Non-School taxes for the values greater than \$50,000)

Low Income Senior Citizen Homestead

Exemption Available

Yes

Discretionary Sales Surtax

1.5%

Utility Service Tax (Public Service Tax)

10.0%

Local Communications Services Tax (CST)

5.22%

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

1020 Art LLC

621 Gallery

Anderson Brickler Galley

Foster Tanner Fine Arts Gallery

LeMoyné Arts

Marsha Orr Contemporary Art

Railroad Square Art Park

Signature Gallery

South of Soho Cooperative Art Gallery

The Dickerson Gallery

Thomas Deans &amp; Company British Fine Art

Venvi Art Gallery

### Historic Points of Interest

Brokaw-McDougal House

DeSoto State Archeological Site

Knott House

Lake Jackson Mounds

Mission San Luis

The Columns

The Old Capital

WWII, Korean, Vietnam War, and 9/11 Memorials

## LEON COUNTY FISCAL YEAR 2024 TENTATIVE BUDGET

## »» Statistical Summary

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### Museums

- Black Archives (Historic Union Bank)
- Call-Collins House at The Grove
- Florida Association of Museums
- Florida Trust for Historic Preservation
- Goodwood-Museum & Gardens
- Historical Museum of Florida History
- Knott House Museum
- Meek-Eaton Black Archives Museum
- Mission San Luis
- Odyssey Science Center
- Old Capital Museum
- Riley House Museum
- San Marcos Apalachee Historic State Park
- Tallahassee Antique Car Museum
- Tallahassee Museum

### 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 2024 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)