



TENTATIVE ANNUAL BUDGET & CAPITAL IMPROVEMENT PROGRAM FY 2020/2021

PEOPLE FOCUSED.
PERFORMANCE DRIVEN.



LEON COUNTY, FLORIDA



**ANNUAL BUDGET, FIVE-YEAR FINANCIAL PLAN,
AND
CAPITAL IMPROVEMENT PROGRAM
LEON COUNTY BOARD OF COUNTY COMMISSIONERS**



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

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

www.leoncountyfl.gov

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Bryan Desloge, Chairman, District 4



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

Rick Minor, Vice-Chairman, District 3



Rick Minor was elected to the Leon County Board of County Commissioners in August 2018 and took office in November. He represents the citizens of County District 3 and is focused on reducing crime, growing our economy by helping businesses bring quality jobs to District 3 and the County, protecting the environment, and ensuring that our local government performs at the highest ethical standards. Rick recently served as the Chief Executive Officer of our region's nonprofit food bank. During his three-year tenure, the food bank's distribution grew by 86%, revenue increased by 54% and in FY 2019 it provided an all-time record 12.7 million pounds of food to those in need. The food bank coordinates with more than 135 agency partners across the Big Bend region -- churches, schools, and other nonprofits -- to serve about 55,000 people each month. Rick is also the former Chief of Staff to the Mayor's Office at Tallahassee's City Hall. In that role, he was responsible for managing both the Mayor's Office and the City's involvement in various projects such as Local Business Saturday, Choose Tallahassee, and the DeSoto 'America's First Christmas' site. Rick also functioned as the City's intergovernmental and legislative liaison, advocating for federal and state policies that benefited Tallahassee's residents and businesses. For much of his career, Rick has developed public policy for state and local governments, and he has also spent a great deal of time in the private sector, running the financial operations of a small business, managing accounts and making payroll for employees. In addition, Rick spent nearly a decade as a business and information technology consultant, working on numerous private and public sector projects throughout the United States as well as in Germany, Hong Kong, Canada, South Africa, and Denmark. Rick is a native Floridian with a Bachelor of Science degree in Business. He has also earned a Master's in Public Administration from Harvard University's Kennedy School of Government. Rick and his wife Jessica are the proud parents of two young daughters, Madeline and Charlotte.

Bill Proctor, District 1



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

community advisory boards and has received numerous awards and recognitions for public service. Commissioner Proctor is a much sought-after speaker, commentator, and writer of political commentaries. He is an Associate Minister at Bethel

Introduction

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

Jimbo Jackson, Chairman, District 2



Jimbo Jackson grew up in the Fort Braden community of western Leon County and currently serves as the Principal of Fort Braden Prek-8 School and was elected in 2016 for Leon County Commissioner for District 2. Jimbo attended District 2 public schools at Fort Braden, Nims Middle, and Godby High School. In 1989, Jimbo graduated from Tallahassee Community College with an Associate in Arts degree. Jimbo was an early participant in the articulation agreement between TCC and Florida State University and went on to earn bachelor's degrees in both physical education (1991) and elementary education (1995). In 2003, he earned a graduate degree in educational leadership and administration. In 2006, Jimbo was awarded the Tallahassee Community College Eagle Saver Award for his work at Fort Braden that secured college scholarships for 26 7th and 8th grade students. In 1992, Mr. Jackson accepted a job at Fort Braden School, where he remains today. In 1994, Jimbo was recognized as the Fort Braden School Teacher of the Year. He has served in nearly every role at the school: as a

student, a parent, as a teacher's aide, a physical education teacher, a classroom instructor, a technology teacher, dean of students and Assistant Principal. Jimbo became principal of Fort Braden in July of 2008. In 2014, Jimbo won the Tallahassee Democrat's Person of the Year Award for his work in education. In 2016, he successfully ran for the Leon County Commission District 2 seat in an 8-candidate race. Jimbo's campaign and commission initiatives focus on providing improved recreational opportunities that focus on the children and families of Southwestern Leon County, maintaining highway, trail, bicycle and sidewalk improvements in the FSU and TCC communities, providing safer neighborhoods and rural highways, and recruiting responsible business growth that provides enhanced job opportunities for Leon County. He is a member of the Florida Association of Counties and achieved his Certified County Commissioner credentials within his first year as a commissioner, Greater Tallahassee Chamber of Commerce and Tiger Bay. He serves as a committee member of the Geographic Information Systems (GIS), Transportation Disadvantaged Coordinating Board (TDCB, Chair) and Value Adjustment Board. On a personal note, Jimbo has volunteered as a youth league coach for over 20 years in a variety of youth sports in District 2 as well as the City of Tallahassee. Jimbo and his late wife Wendy Jackson raised two daughters, Ashley and Allie, in Leon County and Tallahassee. He was raised in a family of small business owners and entrepreneurs in the Florida Panhandle. On December 31, 2016, Jackson married Beth Button. Beth brings two sons, Luke and Drew, to the family; add Addison Jane and Amelia James, Jimbo's granddaughters and you have four generations of Jacksons living and serving in Tallahassee and Leon County.

Kristin Dozier, District 5



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

Mary Ann Lindley, At-Large

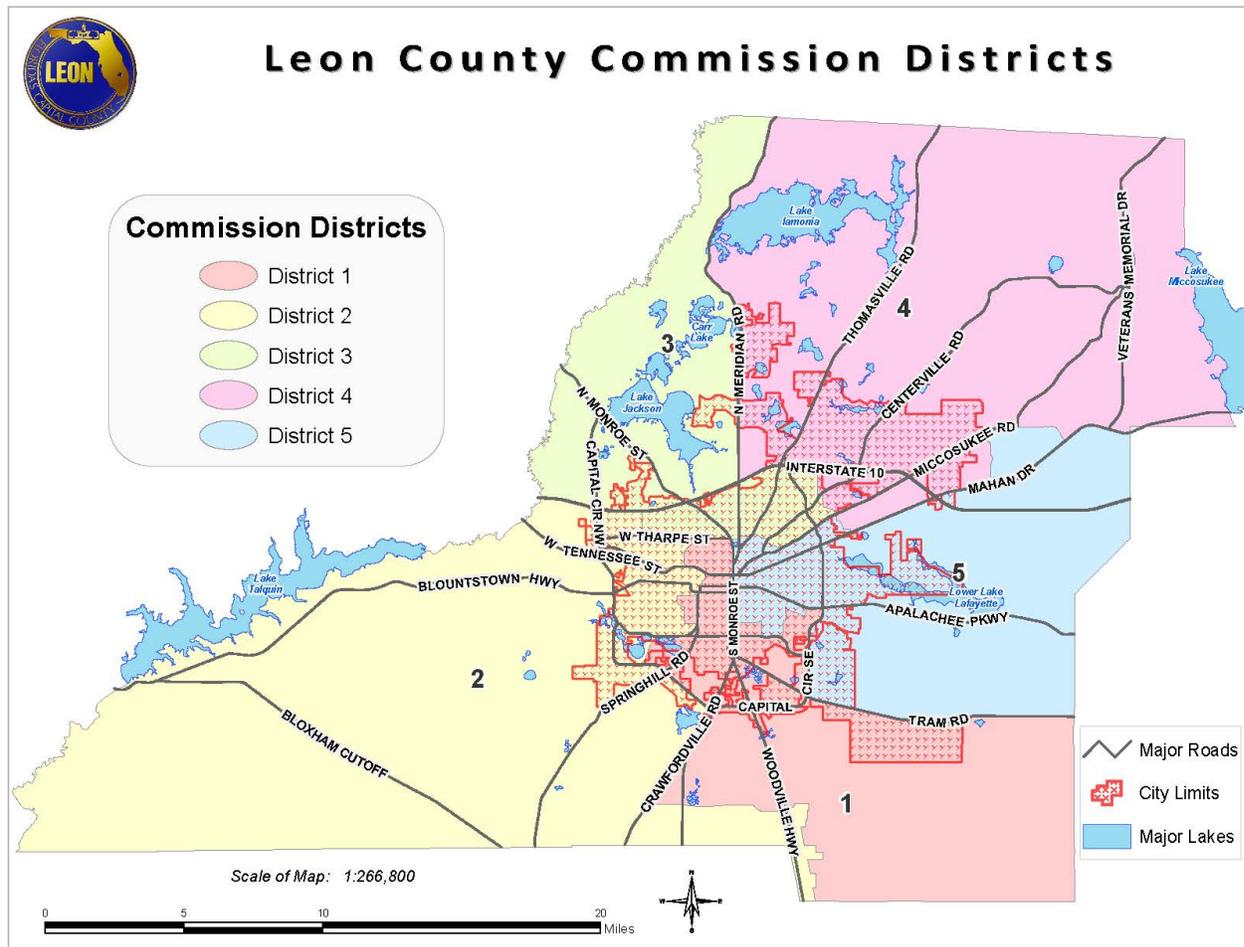


Commissioner Lindley was elected to the board serving her first term as At-Large in 2012 after resigning from a long career in journalism to run for public office. She earned her degree in Journalism at the University of Missouri and has lived in Florida most of her adult life, primarily in Tallahassee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

Nick Maddox, At-Large



Commissioner Nick Maddox was first elected in 2010 to represent the citizens of Leon County. Running on a platform of diversity, transparency and competitiveness, Maddox has won reelection in 2014, and again in 2018. Before Commissioner Maddox was slipping on his loafers, he was lacing up his cleats as part of the Florida State Seminole football team. It was in his role as running back that he and the Seminoles were able to capture their second championship in 1999; although Commissioner Maddox gives all the glory to his teammates and coaches. After finding success at the college football level, Commissioner Maddox took his talents to the big stage and was signed as a free agent to the Chargers before playing on the Chargers, the Panthers, and the Cleveland Browns over a three-year career. Upon retiring from the NFL in 2005, Commissioner Maddox returned to FSU where he earned dual degrees in Real Estate and Business Administration. Upon graduating, he worked for the Seminole Boosters and then once again joined a team with his former head coach as the Vice President of Development for the Bowden Foundation. Nick then used his talents for building strategic relationships, administration, and fund development for the Leon County Schools Foundation where he served as Executive Director. Now serving in a role that brings all of his passions together, Nick is the CEO of the Boys and Girls Club of the Big Bend where he is able to serve children who are growing up in the same circumstances he did and helping them realize their full potential. Nick's passion for winning and success has translated into a competitive edge that he has brought to our community. Some of his specific focuses have been on building up the county's youth through mentoring and creative programming, bringing in new business and growing local business, as well as preserving Leon County's environment. He maintains his commitment to the community he is proud to call home by investing his time in numerous organizations including Omega Psi Phi, the Tallahassee Symphony Orchestra, and the Council on Culture and Arts. Nick met his wife Tina in 2005 and together they are raising three children, Nyla, Mylee, and Nicholas. Nick is passionate about improving the county not just for his children, but for everybody's, and ensuring the future of this community.



LEON COUNTY, FLORIDA

Leon County is approximately 702 square miles. It has a population of approximately 296,499 people, with 100,786 living in the unincorporated area of the County and 195,713 living within the city limits.

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

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

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

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

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



The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **Leon County, Florida** for its annual budget for the fiscal year beginning **October 1, 2019**.

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 30th consecutive year.

PREPARED BY:

**Leon County
Board of County Commissioners**

Vincent S. Long
County Administrator

Alan Rosenzweig
Deputy County Administrator

Wanda Hunter
Assistant County Administrator

Kenneth Morris
Assistant County Administrator

Office of Management & Budget

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Director, Office of Financial Stewardship

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Budget Manager

Eryn Calabro
Senior Management & Budget Analyst

Jelani Marks
Senior Management & Budget Analyst

Michelle Tipton
Management & Budget Analyst

Tiffany Fisher
Management & Budget Analyst

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

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



Leon County Government Organization Chart

People Focused. Performance Driven.

VOTER ELECTED

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

Citizens of Leon County



Board of County Commissioners



Chasity H. O'Steen



Vincent S. Long

County Attorney

County Administrator



Wanda Hunter



Mathieu Cavell



Alan Rosenzweig

Deputy County Administrator



Andrew Johnson



Candice Wilson
Director



Ken Morris

Assistant County Administrator
Citizen Services

Assistant to the County Administrator
Community Relations and Resilience

Assistant to the County Administrator
Legislative and Strategic Initiatives

Human Resources

Assistant County Administrator
Community Development



Debra Sears
Director



Teresa Broxton
Director



Shington Lamy
Director



Chad Abrams
Chief



Kevin Peters
Director



Royle King
Manager



Michelle Taylor
Director



Scott Ross
Director



Maggie Theriot
Director



Barry Wilcox
Director



Ben Pingree
Director



Brent Pell
Director



Kerri Post
Director

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

Board of County Commissioners

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

Commissioners

BRYAN DESLOGE
District 4
Chairman

RICK MINOR
District 3
Vice Chairman

BILL PROCTOR
District 1

JIMBO JACKSON
District 2

KRISTIN DOZIER
District 5

MARY ANN LINDLEY
At-Large

NICK MADDOX
At-Large

VINCENT S. LONG
County Administrator

CHASITY H. O'STEEN
County Attorney

September 8, 2020

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 2020/2021 tentative budget. The tentative budget of \$280,565,746 represents a 2.32% increase from last fiscal year. The development of the FY 2020/2021 annual budget reflects the Board of County Commissioners' consistent fiscally conservative approach to budgeting, holding the property tax millage rate constant for the ninth consecutive year, and the County's continuous commitment to maximizing efficiency, driving performance and delivering results for our community – all core practices of Leon County Government. These practices prepared the County for the development of the FY 2020/2021 budget in an economic environment severely impacted by COVID 19.

The global COVID 19 pandemic is a human tragedy of historic proportions which has had an unprecedented economic impact resulting in a global recession. In the United States, we are currently experiencing the human costs of lives lost and livelihoods upended. As a country, we have reached levels of unemployment not experienced since the Great Depression of the 1930s. While the full impact will not be known for some time, Federal Reserve Chair Jerome Powell's Senate testimony on May 19, 2020, summed up well the current economic condition:

“...available economic data for the current quarter show a sharp drop in output and an equally sharp rise in unemployment. By these measures and many others, the scope and speed of this downturn are without modern precedent and are significantly worse than any recession since World War II. Since the pandemic arrived in force just two months ago, more than 20 million people have lost their jobs, reversing nearly 10 years of job gains. This precipitous drop in economic activity has caused a level of pain that is hard to capture in words, as lives are upended amid great uncertainty about the future. In addition to the economic disruptions, the virus has created tremendous strains in some essential financial markets and impaired the flow of credit in the economy.”

Like the larger economic picture, the effects of the pandemic on Leon County finances have been without precedent. Without federal funding to replace lost revenues, the impacts on the current and next fiscal year will be severe. Forecasted County revenues including sales, gas, and tourism taxes show Leon County losing a combined \$17 million in FY 2019/2020 (\$6.9 million) and FY 2020/2021 (\$10.1 million). These forecasts take into consideration the strong possibility that the effects of COVID-19 continue through next calendar year. While the economic disruption caused by the pandemic has had devastating impacts on sales, gas and tourism taxes, property taxes have not been similarly impacted for the current fiscal year and are not anticipated to be for the upcoming fiscal year. However, because property tax revenues are based on valuations from the previous year, it is unknown what the property tax impacts from the pandemic might be in the following fiscal years. This will depend on factors such as foreclosures and the longer-term impacts on commercial properties, for example.

While property tax values increased by \$9.2 million (6.78%) other revenues related to sales taxes, gas taxes, interest and other general revenues used to balance the budget, declined by \$7.4 million leaving a significant shortfall in balancing the FY 2020/2021 Tentative Budget. To address this shortfall the following actions were taken:

- Continuing the hiring freeze, implemented in February 2020, for the first 6 months of the new fiscal year by not budgeting \$1.0 million in salary and benefits for six months.
- Continuing the travel and training freeze, implemented in February 2020, for six months into the new fiscal year saving \$250,000.
- Not adding any new general revenue funded positions to Leon County Government's budget.
- Identifying new costs savings and avoidances of \$11.0 million, bringing the total to \$44.9 million since FY 2013.
- Minimally reducing services through the elimination of the mosquito control hand fogging program as the private sector currently offers this service, saving the County \$43,000 annually.
- Reducing by half regularly scheduled carpet replacement and painting saving \$229,980.
- The FY 2020/2021 budget contemplates technology enhancements and changes to the Library's collection management process that will improve the quality of the collection and reduce the time spent processing materials, so staff can provide more direct customer service and program offerings. Eliminating 12.5 existing library vacancies as result of these enhancements creating an annual recurring budget savings of \$350,000.
- Using one-time cost savings to decrease the recurring general revenue transfer in support of the capital improvement program from \$7.4 million to \$5.1 million.
- Increase in the use of fund balance from \$1.56 to \$1.84 million.
- Reallocating debt service payments of \$4.17 million next fiscal year as the County continues to pay off long term debt.
- Reducing \$1.060 million from the Supervisor of Elections budget resulting from most of the Presidential Election cycle costs being funded in the current fiscal year (FY 2020).

Even with the impacts of the COVID 19 pandemic, the FY 2020/2021 budget process continues to follow the County's strategic framework of aligning the optimized resources of the County to address the highest priorities. As such, the FY 2020/2021 budget increases funding for public safety by fully funding the Sheriff's Office Budget Request which included the addition of two positions focused on employee well-being and technology.

In addition, the Leon County Government Emergency Medical Service budget adds one and a half crews for Emergency Medical Services (EMS) to meet the demand of increased call volumes; a full crew paid by hospital transport fees to address off-site emergency room hospital transports, and the balance paid by fee revenues. The budget also addresses our priority of being sensitive to taxpayers by deferring any consideration of increasing the fire service rescue fees until FY 2022.

As part of the Budget Workshop, the FY 2020/2021 budget contemplated increasing the use of fund balance by \$1.46 million from last fiscal year. However, after the Budget Workshop the County was notified of two changes: final health insurance premiums increased by 2% rather than the forecasted 7%, and our annual mandatory payment to the Department of Juvenile Justice was less than originally projected. These two actions resulted in savings of \$1.17 million, which reduced the amount of fund balance needed to balance the budget. Accordingly, the tentative budget now only increases the use of recurring fund balance by \$283,810.

The FY 2020/2021 tentative budget also reflects the fourth year of the FY 2017- 2021 Strategic Plan and prioritizes the Plan's Strategic Initiatives, as well as the addition of 5 Year Targets and Bold Goals. As such, the tentative budget aligns department and division resources with Plan priorities ranging from: continued funding for canopy road and other tree plantings, funding for sewer projects, the construction of sidewalks and trails, and reducing the time approval period for single-family building permits.

Leon County's FY 2020/2021 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 slow economic recovery and throughout this era of unprecedented challenges and fiscal constraints caused by the COVID 19 pandemic. In addition, the cooperation of the Constitutional Officers was critical in balancing the budget and I genuinely appreciate their efforts. And of course, tremendous thanks go to our employees for the dedication and innovation they bring to this process year-round.

The County's strong financial foundation was established over many previous budget cycles with budget discipline, sound financial planning and an organization-wide focus on innovation, cost avoidance and efficiency. During the previous recession and

downturns in the economy, the County maintained fees and passed on significant property tax savings. Similarly, this budget does not include any tax or fee rate increases. Coming out of the Great Recession, significant long-term fiscal issues were addressed, which in part, placed Leon County Government in a position to address the recessionary financial impacts caused by the COVID 19 pandemic. It bears repeating that these actions have provided the necessary resources to continue maintaining the County as a financially viable organization.

Despite the challenges, Leon County has positioned itself to remain fiscally viable and responsible to our citizenry. While modest, 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 2020/2021 operating and capital budgets.

Sincerely,

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

Vincent S. Long
County Administrator

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Leon County Fiscal Year 2021 Tentative Budget

Reader's Guide

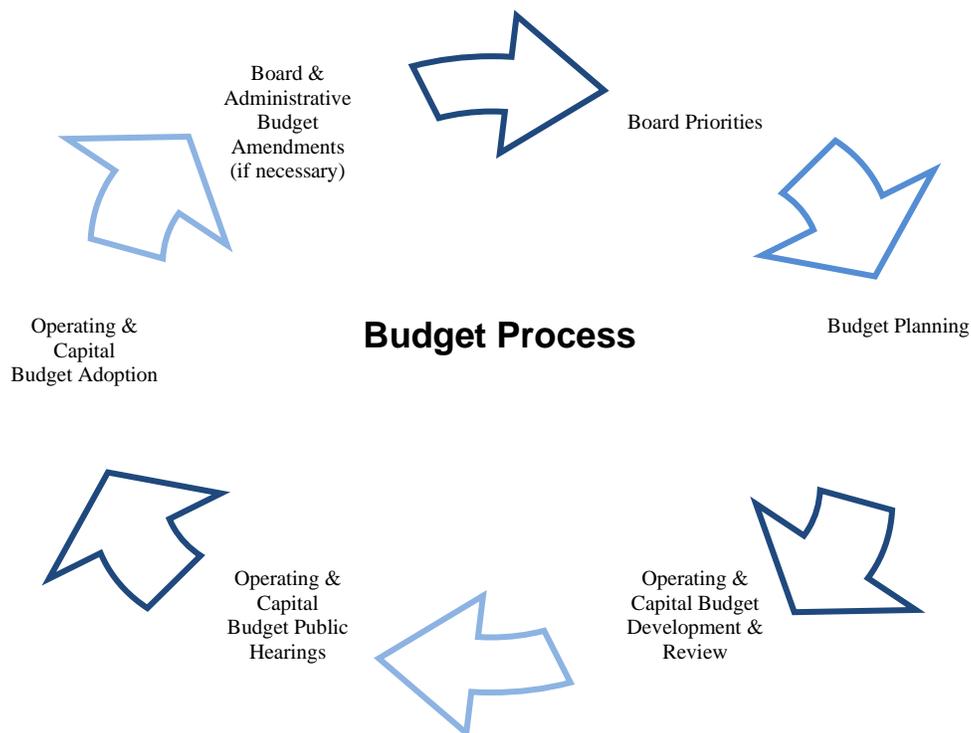


Figure 1: Budget Process: The budget process is a formalized effort that involves collaboration and coordination among the respective County departments, the Office of Management and Budget, the County Administrator, the Constitutional and Judicial Officers, and the Leon County Board of County Commissioners. 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 2020 Board Retreat served as the continuation of the FY2017-2021 strategic plan established at the 2017 Board Retreat and focused on revisiting the possibilities of the Public Library and creation of essential library initiatives. The retreat also involved reviewing progress towards the County's bold goals and five-year targets and updating the current strategic plan. More information about the County's Strategic Plan can be found in Section 4.

Budget Planning

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

At the February 11, 2020 Board meeting, the Board ratified the actions from the January 2020 Board Retreat and approved the FY 2017 – 2021 Strategic Plan. The Board also formally approved a budget calendar (see Appendix). In March 2020, the Board established the Maximum Discretionary Funding Levels for outside agencies.

OPERATING AND CAPITAL BUDGET DEVELOPMENT, REVIEW, ADOPTION AND ADMINISTRATION

Operating Budget Development and Review

Each department, including the constitutional and the judicial officers are responsible for the development of their respective operating budget requests. The departmental budget requests are submitted to OMB during the month of March. Constitutional officers submit their budgets in May and June as specified by Florida Statute and local requirements. During the months of April through June, all budgetary requests are analyzed, revenue estimates are updated, and conduct a Board policy guidance workshop on July 14, 2020 to enable staff to complete the proposed budget. While the capital improvement budget is also developed and reviewed during this time, it has a separate process.

Leon County Fiscal Year 2021 Tentative Budget

Reader's Guide

Capital Improvement Program

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

Budget Adoption

The County Administrator presented the proposed budget to the Board at the July 14, 2020 budget workshop. The Board ratified the proposed budget and established the maximum millage rate at the July 14, 2020 meeting. During the month of September, the Board will adopt the budget at the first of two public hearings, which allows for citizen input as required by Florida Statutes (FS) 129 & 200. As a result of feedback from citizens and/or Board actions, it may be necessary to modify the tentative budget prior to final adoption. At the final public hearing, the Board adopts the final millage rates and budget by resolution.

Budgetary Structure

Chapter 129, Florida Statute requires local county government to adopt balanced budgets. The FY 2020/2021 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 2021 Tentative Budget**Budget Calendar****January 2020**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Friday, January 10, 2020	Internal Service Requests Matrix Distributed to Departments/Constitutional/Judicial Officers	Facilities Management Management Information Systems Human Resources Office of Management and Budget (OMB)
Friday, January 24, 2020	Departments/Constitutional/Judicial Officers submit Internal Service Requests	Facilities Management Management Information Systems Human Resources Office of Management and Budget (OMB)
Monday, January 27, 2020	Board Retreat	Board of County Commissioners (BOCC) Executive Staff

<i>January 2020</i>						
S	M	T	W	T	FR	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	

February 2020

Friday, February 7, 2020	New CIP Request forms to Departments	OMB/All Departments
Tuesday, February 11, 2020 Friday, February 14, 2020	GovMax Training GovMax Open to Dept.	OMB OMB/ All Departments
Friday, February 21, 2020	Deadline for New Capital Project Requests	OMB/All Departments
Friday, February 28, 2020	Memo to Constitutionals with updated FRS, Health Care and Worker Comp Rates	OMB

<i>February 2020</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

March 2020

Friday, March 6, 2020 Friday, March 13, 2020	Department Narrative Sheets and Business Plans sent GovMax closes, existing and new CIP submissions in GovMax	OMB/All Departments OMB/All Departments
Tuesday, February 25, 2020	Establish maximum funding levels for outside agencies at regular meeting	Board of County Commissioners (BOCC)
Friday, March 27, 2020	Department Narrative sheets and Business Plans are due	OMB/All Departments

<i>March 2020</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 2020

Wednesday, April 1, 2020 10:00 am - 4:00 pm	Executive Administrative Hearing (if necessary)	County Administrator/ OMB/All Departments
--	---	--

<i>April 2020</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 2021 Tentative Budget**Budget Calendar****June 2020***Date**Activity**Participants**June 2020***S M T W T F SA**

Monday, June 1, 2020	Receive Tentative Certified Values from Property Appraiser	Property Appraiser	1	2	3	4	5	6
			7	8	9	10	11	12
			14	15	16	17	18	19
			21	22	23	24	25	26
			28	29	30			

July 2020

Wednesday, July 1, 2020

Certified Taxable Values provided by Property Appraiser

Property Appraiser

S M T W T FR SA

Wednesday, July 1, 2020	Certified Taxable Values provided by Property Appraiser	Property Appraiser			1	2	3	4
Wednesday, July 1, 2020	Non-Ad Valorem assessments to be included on TRIM due to Property Appraiser	BOCC/ County Administrator/ OMB/ Property Appraiser	5	6	7	8	9	10
			12	13	14	15	16	17
Tuesday, July 14, 2020 9:00 am - 3:00 pm	Budget Workshop (Including presentation of the Mid-year report)	BOCC/ County Administrator/ OMB/All Departments	19	20	21	22	23	24
			26	27	28	29	30	31
Tuesday, July 14, 2020 9:00 am - 3:00 pm	Regular Board Meeting Adoption of Maximum Millage Rate	BOCC/ County Administrator/ OMB/ Departments/ Citizens						

August 2020

Tuesday, August 4, 2020

TRIM Maximum Millage Notice due to Property Appraiser and Department of Revenue

County Administrator/OMB/
Property Appraiser*August 2020***S M T W T F SA**

Tuesday, August 4, 2020	TRIM Maximum Millage Notice due to Property Appraiser and Department of Revenue	County Administrator/OMB/ Property Appraiser						1
Monday, August 24, 2020	Last day for Property Appraiser to mail TRIM notices	Property Appraiser	2	3	4	5	6	7
			9	10	11	12	13	14
			16	17	18	19	20	21
Tuesday, August 25, 2020 9:00 am - 3:00 pm	FY21 Budget Workshop	BOCC/ County Administrator/OMB/ All Departments	23	24	25	26	27	28
			30	31				

Leon County Fiscal Year 2021 Tentative Budget

Budget Calendar

September 2020

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Tuesday, September 15, 2020	BOCC– 1st Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2020/2021	BOCC/ County Administrator/ OMB/ Departments/ Citizens
Tuesday, September 15, 2020	Certification of Non-Ad Valorem assessment roll due to Tax Collector	County Administrator/OMB/ Property Appraiser
Friday, September 25, 2020	Submit Adopted Budget Resolutions to Property Appraiser and Tax Collector	County Administrator/OMB
Tuesday, September 29, 2020	BOCC 2nd Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2020/2021	BOCC/ County Administrator/ OMB/ Departments/ Citizens

September 2020

S	M	T	W	T	FR	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			

October 2020

Thursday, October 1, 2020	Beginning of New Fiscal Year	OMB
Wednesday, October 29, 2020	30 day deadline to publish the adopted budget online	OMB
Wednesday, October 29, 2020	Final Day to Submit TRIM Compliance Certification to Department of Revenue (DOR)	County Administrator/OMB

October 2020

S	M	T	W	T	FR	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	22	23	24	25
26	27	28	29	30	31	

Leon County Fiscal Year 2021 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' revised strategic plan for FY 2017 through FY 2021.

BUDGET SUMMARY & ANALYSIS

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

BUDGET BY FUND

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

LEON COUNTY GOVERNMENT

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

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

ELECTED OFFICIALS

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

NON-OPERATING OR OTHER BUDGETS

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

DEBT PROFILE

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

CAPITAL IMPROVEMENT PROGRAM

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

APPENDIX

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

Leon County Fiscal Year 2021 Tentative Budget

Reader's Guide

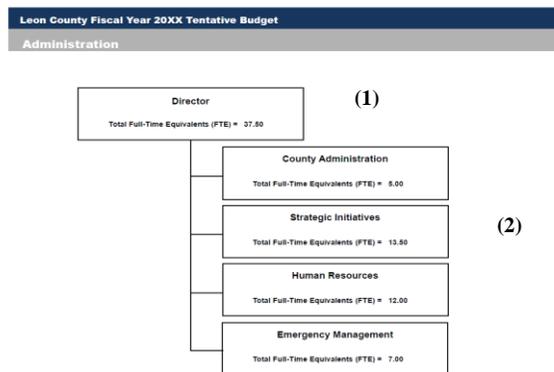
If you have this question	Refer to Tab(s)	Page(s)
What is the total adopted budget?	Administrator's Budget Message	1
	Budget Summary & Analysis / Budget Overview	5 - 2
	Budget by Fund	6 - 3,4
What is the County's millage rate?	Budget Summary & Analysis / Budget Overview	5 - 2
	Budget Summary & Analysis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

Leon County Fiscal Year 2021 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: County Administration, Strategic Initiatives, Human Resources, and Emergency Management.

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

(2)

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

Leon County Fiscal Year 20XX
Administration

(3) Executive Summary

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

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

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

(4) HIGHLIGHTS

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

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

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

Leon County Fiscal Year 2020 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 2017 through FY 2021 LEADS strategic planning process will summarize how the department/division is demonstrating its commitment to the County's core practices, and identify performance metrics. The components of the business plans consist of the mission statement, strategic priorities, strategic initiative, actions and performance measures.

Leon County Fiscal Year 20XX Tentative Budget																				
Office of Financial Stewardship																				
Business Plan																				
Mission Statement	(5)	The mission of the Office of Financial Stewardship is to provide sound financial management, ethical procurement services and asset control to the Board of County Commissioners, County Administrator and Board departments, offices and divisions, while minimizing long-term costs associated with accidental losses, in order to support effective decision making and ensure responsible stewardship of County resources.																		
Strategic Priorities	(6)	Governance G2 - Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. <ul style="list-style-type: none"> G4 - Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices. G5 - Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. 																		
Strategic Initiatives (September 30, 2021)	(7)	1. Seek opportunities for partnerships through NACo and FAC's enterprise programs. Complete 2. Evaluate establishing a living wage for County employees and continue to provide opportunities for industry certifications and training for those employees in skilled craft, paraprofessional, and technician positions. (G4) Complete																		
Actions	(8)	1. Leon County continues to participate in NACo's Government Purchasing Alliance. Leon County also continues to participate in the Florida Municipal Insurance Trust Property and Workers Purchasing Compensation Program. 2. At the April 23, 2019 Budget Workshop, the County implemented an \$12.00/hour minimum living wage for County employees. OMB																		
Bold Goals and Five-Year Targets	(9)	Target: Reduce by 60% the outstanding debt of the County. (T15) Percentage of Outstanding Debt Reduced? <table border="1"> <thead> <tr> <th></th> <th>FY 2017</th> <th>FY 2018</th> <th>FY 2019</th> <th>FY 2020</th> <th>FY 2021</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>17%</td> <td>17%</td> <td>17%</td> <td>15%</td> <td>15%</td> <td>7%</td> <td>71%</td> </tr> </tbody> </table> Notes: 1. This goal is accounted for annually, and by 2021 will cumulatively reach a 71% reduction in County Debt. In FY 2018, the County reduced its debt by 17%, leaving an outstanding balance of \$32,340,221. Based on the current debt service schedule and recent refinancing, the County is on pace to meet this target. The County paid \$589,918 worth of interest and made principal payments totaling \$6,962,000 in FY 2019, for a 15% debt reduction. In FY 2020, debt will further be reduced by an additional 15% with a \$442,534 interest payment and \$7,127,000 principal payment. Bonds issued to acquire Leon County Office Annex Building will be paid off in FY 2020, significantly reducing the amount of remaining debt.						FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total	17%	17%	17%	15%	15%	7%	71%
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total														
17%	17%	17%	15%	15%	7%	71%														

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

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

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

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

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

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

Leon County Fiscal Year 20XX Tentative Budget						
Administration						
Budgetary Costs (10)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	3,437,539	3,385,951	3,895,951	74,951	3,970,902	4,500,106
Operating	1,444,234	1,905,458	1,868,033	40,100	1,908,133	1,875,241
Transportation	55	2,795	2,978	-	2,978	2,978
Capital Outlay	-	10,224	-	-	-	-
Budgeted Reserves	-	14,546	-	-	-	10,862
Total Budgetary Costs	4,881,829	5,318,974	5,766,962	114,951	5,881,613	5,989,187
Appropriations (11)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
County Administration	1,101,889	1,133,103	1,199,472	-	1,199,472	1,233,554
Strategic Initiatives	1,342,005	1,418,839	1,509,483	102,951	1,611,434	1,603,547
Human Resources	1,204,447	1,405,067	1,509,093	-	1,509,093	1,549,332
Emergency Management	1,233,488	1,361,845	1,549,614	12,000	1,561,614	1,605,754
Total Budget	4,881,829	5,318,974	5,766,662	114,951	5,881,613	5,989,187
Funding Sources (12)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	3,648,341	3,907,029	4,217,048	102,951	4,319,999	4,363,433
125 Grants	251,613	121,155	334,214	12,000	346,214	354,354
130 9-1-1 Emergency Communications	981,875	1,240,790	1,215,400	-	1,215,400	1,251,400
Total Revenues	4,881,829	5,318,974	5,766,662	114,951	5,881,613	5,989,187
Staffing Summary (13)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
County Administration	5.00	5.00	5.00	-	5.00	5.00
Emergency Management	7.00	7.00	7.00	-	7.00	7.00
Human Resources	12.00	12.00	12.00	-	12.00	12.00
Strategic Initiatives	12.50	12.50	12.50	1.00	13.50	13.50
Total Full-Time Equivalents (FTE)	36.50	36.50	36.50	1.00	37.50	37.50

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

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

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

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

Leon County Fiscal Year 2020 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	478,121	498,190	512,095	-	512,095	591,738
Operating	242,878	258,817	259,817	-	259,817	223,820
Total Budgetary Costs	720,798	746,007	831,822	-	831,822	815,548
Funding Sources (15)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	720,798	746,007	831,822	-	831,822	815,548
Total Revenues (16)	720,798	746,007	831,822	-	831,822	815,548
Staffing Summary (16)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Special Projects Coordinator	1.00	1.00	1.00	-	1.00	1.00
Assistant to County Administrator	1.00	1.00	1.00	-	1.00	1.00
Management Intern	1.00	1.00	1.00	-	1.00	1.00
Agenda Coordinator	1.00	1.00	1.00	-	1.00	1.00
Management Analyst	1.00	1.00	1.00	-	1.00	1.00
Citizen Services Liaison	1.00	1.00	1.00	-	1.00	1.00
Executive Assistant	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	7.00	7.00	7.00	-	7.00	7.00

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

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

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

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

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

Leon County Fiscal Year 20XX Tentative Budget							
Department of Public Works							
Operations – Right-Of-Way Management (106-432-541)							
Goal (17)	The goal of the Public Works, Division of Operations Right-of-Way Management Program is to provide for the safety, comfort, and convenience of the public by managing programs that support transportation, roadside beautification and stormwater maintenance.						
Core Objectives (18)	<ol style="list-style-type: none"> 1. Provide roadside maintenance on over 650 miles of County roadways. 2. Meet the objectives and goals set forth in the Canopy Road Management Plan. 3. Review tree removal requests and prune or remove high risk trees and noxious plants. 4. Manage the Roadside Beautification Program, including the Adopt-A-Tree, Adopt-A-Road, and Tree Bank programs. 5. Perform litter control and roadside mowing to enhance the functionality, safety, and effectiveness of the roadside environment for vehicular and pedestrian traffic. 6. Perform Clear Zone maintenance to provide a safe recovery area along roadways. 7. Respond to service requests from citizens and internal customers. 8. Perform finish cut mowing, edging, mulching, irrigation maintenance, herbiciding, fertilizing, and shrub/tree pruning in landscaped areas of County right-of-ways. 						
Statutory Responsibilities (19)	Florida Statute, Chapter 125.01(1)(m) "General Authority Over Streets, Roads, etc."; Chapter 334.03(7), 336.01 et seq. "County Road System", Comprehensive Plan, Policy 3.3.2 "Implementation of Urban Forest Management Goals" & "Canopy Roads Management Plan Development and Implementation"						
Advisory Board (20)	Canopy Roads Citizen Committee, Tree and Wildlife Committee						
Benchmarking							
Priorities	(21)	Benchmark Data	Leon County FYXX Actual MH/Unit	Benchmark (FDOT 4 Year Average Production)			
Q2	Roadside Litter Removal		0.67 man hours/acre	0.78 man hours/acre			
Q2	Right-of-Way Mowing		0.13 man hours/acre	0.66 man hours/acre			
Q2	Finish Cut Mowing		7.43 man hours/acre	3.21 man hours/acre			
Strategic Plan Bold Goals and Five-Year Targets							
Reference	Measure	(22)	FY 20XX Estimate	FY 20XX Estimate			
T5	Strategic Target: Plant 15,000 trees between FY17 - FY21		361	600			
T5	Strategic Target: Plant 1,000 trees in Canopy Roads between FY17 - FY21		0	250			
Performance Measures							
Priorities	Performance Measures		(23)	FY 201X Actuals	FY 201X Actuals	FY 201X Estimate	FY 201X Estimate
Q1, EN2	Increase the number of Adopt-a-Road litter control groups by 2% over the prior year			2%	10%	2%	2%
Q1, EN2	Inspect and remove high risk wood on 58 miles of Canopy Roads every three years with an annual average of 19.3 miles			12.5	24.5	19	19
Q1, EN2	Perform clear zone maintenance on 15 shoulder miles			18.96	8.3	40	15

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

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

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

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

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

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

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

Leon County Fiscal Year 2020 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)						
Budgetary Costs (24)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	362,233	369,811	382,293	74,851	457,144	472,527
Operating	258,919	302,611	293,846	28,100	321,946	311,952
Transportation	55	410	522	-	522	522
Total Budgetary Costs	621,207	672,832	676,661	102,951	779,612	785,001
Funding Sources (25)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	621,207	672,832	676,661	102,951	779,612	785,001
Total Revenues	621,207	672,832	676,661	102,951	779,612	785,001
Staffing Summary (26)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Assistant to County Administrator	0.50	0.50	0.50	-	0.50	0.50
Public Information Specialist	3.00	3.00	2.00	-	2.00	2.00
Public Information Specialist Citizen Engagement Liaison	-	-	1.00	-	1.00	1.00
Website Design Coordinator	-	-	-	1.00	1.00	1.00
Public Information & Communications Manager	1.00	1.00	1.00	-	1.00	1.00
Digital Communication Engagement Specialist	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	5.00	5.00	5.00	1.00	6.00	6.00

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

- (27)** Increases to Program Funding:
 - 1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. One Applications Systems Analyst I position was moved from Management Information Services and realigned to Community & Media Relations as a Website Design Coordinator.
 - 2. Promotional Activities increased by \$10,000 for the Complete Census Count funding for public information and education efforts associated with the upcoming 2020 Census and \$15,000 for promotional activities in local media.
 - 3. Other Current Charges and Obligations in the amount of \$20,000 associated with the realignment of Created Equal and Library Lecture Series funding from Strategic Initiatives.
 - 4. Printing and Binding increased in the amount of \$2,500 due to the cost of printing increasing each year for annual reports, ethics guide and mental health flyers.

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

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

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

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

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

Leon County Fiscal Year 20XX - 20XX Capital Improvement Program

Culture & Recreation

Overview
The Culture and Recreation section contains capital improvement projects designed to facilitate the provision, maintenance, and operation of culture and recreation facilities and activities. Major culture and recreation capital projects funded in FY 2019 include Fred George Park, Parks Capital Maintenance, Greenways Capital Maintenance, and New Parks/Greenways Vehicles and Equipment.

Funding Sources (29)
Chart 25.4 illustrates that 100% (\$1.81 million) of culture and recreation projects are funded in FY 2019 by general revenue, or the Capital Improvements Fund (Fund 305).

Managing Divisions (28)
Table 25.7 shows Parks and Recreation will manage 14 projects, or 81% of the FY 2019 Culture and Recreation capital improvement projects. Engineering, Fleet Management and Management Information Systems will each manage one project for the remaining 19% of the Culture and Recreation capital improvement projects for FY 2019.

Operating Budget Impacts (30)
Table 25.8 shows the estimated impacts that some Culture and Recreation projects have on the operating budget. Impacts are shown in the fiscal year which they are anticipated to begin as well as the out-years that are affected by additional operating costs. These impacts are only estimates and are subject to change.

Chart 25.4
FY 2019 Culture & Recreation Projects By Funding Source

Fund 305
100%

Table 25.7
FY 2019 Culture & Recreation Projects By Managing Division

Managing Division	# of Projects	FY 2019 Budget
Parks and Recreation	13	1,680,000
Fleet Management	1	82,800
Management Information Services	1	50,000
Engineering	1	0
Total	16	\$1,812,800

Table 25.8
Culture & Recreation Operating Budget Impacts

Project	Project #	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate	FY 2022 Estimate	FY 2023 Estimate
Apalachee Parkway Regional Park	045001	0	38,050	38,500	39,150	39,700
J.R. Alford Greenway	045004	3,500	3,500	3,500	3,500	3,500
New Parks/Greenways Vehicles and Equipment	046007	2,440	15,273	15,273	15,273	15,273
Total		\$5,940	\$56,823	\$57,273	\$57,923	\$58,473

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

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

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

Leon County Fiscal Year 2020 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 General Vehicle & Equipment Replacement

Dept/Div: **Fleet Management** Comp Plan CIE Project: **N/A**
 Project #: **026003** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Priority: **G2** **(31)**

(32) Project Description/Justification
 This project is for the replacement of County vehicles and equipment. It is estimated that the vehicles/equipment being replaced will generate \$17,500 in surplus sales. The following is the FY 2019 replacement schedule:

Division	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Facilities	2005 GMC Sierra	70,046	\$17,976	\$15,080	\$38,000
Parks and Recreation	2002 Ford Ranger	113,956	\$12,035	\$8,941	\$38,000
Parks and Recreation	2005 Elite Trailer	N/A	\$2,100	\$7,789	\$7,000
Parks and Recreation	2006 Ford F-250	120,071	\$20,200	\$14,704	\$48,000
Parks and Recreation	2007 Ford F-350	92,037	\$28,300	\$20,115	\$48,000
Parks and Recreation	2008 Ford F-350	107,558	\$26,960	\$26,039	\$48,000

(33) Strategic Initiative
 N/A

(34) Financial Summary

Funding Source	Life To Date FY 2017	Adjusted Budget FY 2018	Year To Date FY 2018	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	-4,906,148	-280,912	-251,158	-227,000	-312,500	-290,000	-123,000	-103,000	-1,094,500	\$1,251,556
	-4,906,148	-280,912	-251,158	-227,000	-312,500	-290,000	-123,000	-103,000	-1,094,500	\$1,251,556

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

(36) Operating Budget Impact

There are no new operating costs associated with replacing vehicles and equipment. The applicable fuel, maintenance, and insurance costs have already been budgeted.



General County Vehicle

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

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

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

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

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

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



LEON COUNTY FY2017-2021

STRATEGIC PLAN

UPDATED JANUARY 2020

ECONOMY ENVIRONMENT QUALITY OF LIFE GOVERNANCE



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



VISION

A community that is safe,
healthy and vibrant.

MISSION

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

CONTENTS: Economy 6 | Environment 8 | Quality of Life 10 | Governance 12 | Strategic Initiatives 14-17
Key Community Metrics 20 | Bold Goals and Targets 23

LEON COUNTY

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

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



County Administrator Vincent S. Long

addressing the needs of the day and shaping our future.

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

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

CORE PRACTICES

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



FY2017-2021 Strategic Plan

VISION

A community that is safe, healthy and vibrant.

MISSION

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

CORE VALUES

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

STRATEGIC PRIORITIES

Economy

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

Environment

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

Quality of Life

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

Governance

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

STRATEGIC INITIATIVES

BOLD GOALS AND TARGETS

Vision

A community that is safe, healthy and vibrant.

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

Mission

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

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

Core Values

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

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

Strategic Priorities

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

Strategic Initiatives

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

Bold Goals and Targets

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

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

ECONOMY

PRIORITY

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



(EC1)

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



(EC3)

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



(EC2)

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



(EC4)

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

BOLD GOAL

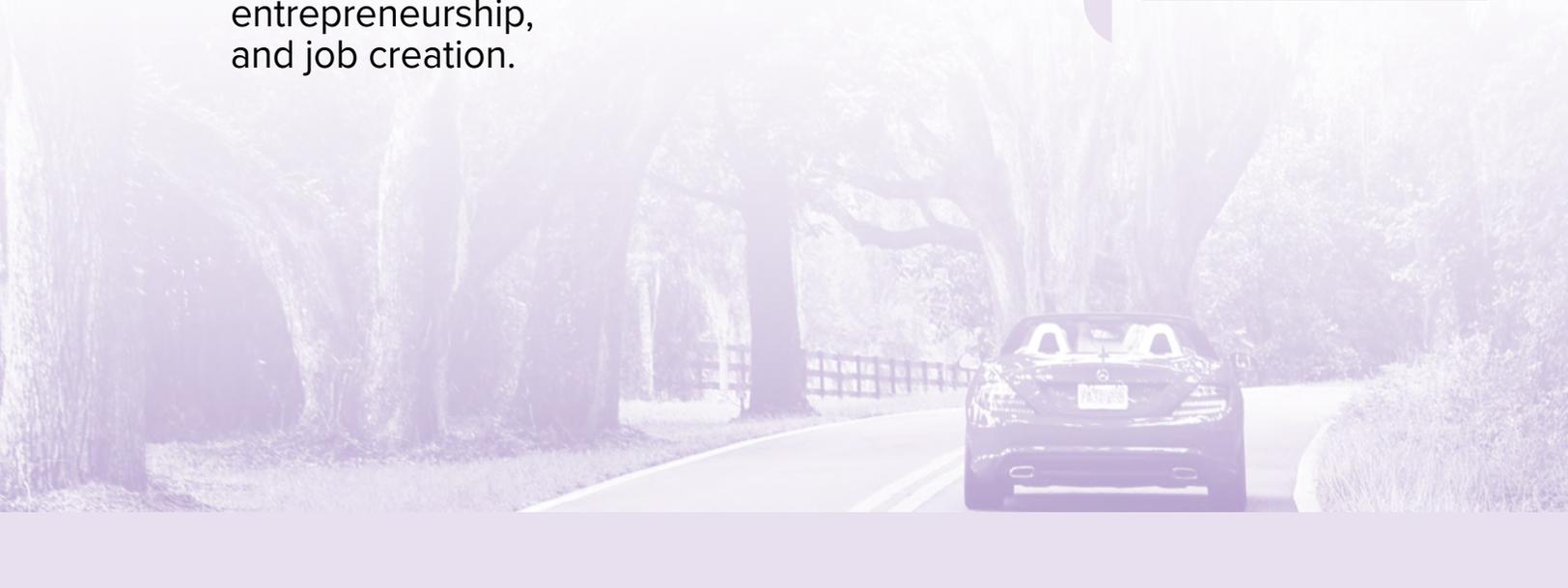
Grow the five-year tourism economy to \$5 billion

PROGRESS TO DATE

57%

(\$2.85 Billion)*

** Estimate based upon available data.*





PROGRESS AS OF SEPTEMBER 2019

5-YEAR TARGETS

- » Attract 80 state, regional, or national championships across all sports 59% (47 Championships)
- » Co-create 500 entrepreneur ventures and 11,500 new jobs, including 400 high-wage jobs 166 entrepreneurial ventures (33%), 9,064 new jobs (82%), and 123 high-wage jobs in high tech clusters (31%)
- » Connect 5,000 students & citizens to middle skilled job career opportunities 48% (2,398 Students and Citizens)
- » Host 100,000 residents & visitors as part of the Amphitheater County Concert Series 28% (28,217 Residents and Visitors)



ENVIRONMENT

PRIORITY

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



(EN1)

Protect the quality and supply of our water.



(EN3)

Promote orderly growth and sustainable practices.



(EN2)

Conserve and protect environmentally sensitive lands and our natural ecosystems.



(EN4)

Reduce our carbon footprint.

BOLD GOAL

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

PROGRESS TO DATE

610

septic tank upgrades or eliminations in progress





PROGRESS AS OF SEPTEMBER 2019

5-YEAR TARGETS

- » Plant 15,000 trees including 1,000 in canopy roads 80% (12,279 Trees)
- » Ensure 100% of new County building construction, renovation and repair utilize sustainable design On target
- » 75% community recycling rate 62% Recycling Rate
- » Construct 30 miles of sidewalks, greenways and trails 68% (20.3 Miles)



QUALITY OF LIFE

PRIORITY

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



(Q1)

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



(Q5)

Support strong neighborhoods.



(Q6)

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



(Q2)

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



(Q3)

Provide essential public safety infrastructure and services.



(Q7)

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



(Q4)

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

BOLD GOAL

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

PROGRESS TO DATE

76%

(\$76.4 Million)*

** Estimate based upon available data.*

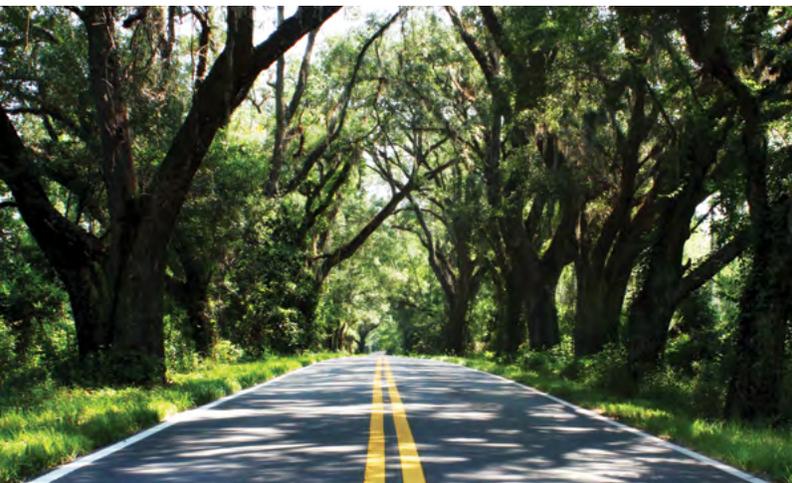




PROGRESS AS OF SEPTEMBER 2019

5-YEAR TARGETS

- » Double the number of downloadable books at the library 106% (14,276 New Books)
- » Construct 100 fire hydrants 48% (48 Fire Hydrants)
- » Train 8,500 citizens in CPR/AEDs 65% (5,501 Citizens)
- » Open 1,000 new acres of park land to the public 22% (217 new acres)



GOVERNANCE

PRIORITY

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



(G1)

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



(G4)

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



(G2)

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



(G5)

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



(G3)

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

BOLD GOAL

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

PROGRESS
TO DATE

59%

(297 Citizen Ideas)



PROGRESS AS OF SEPTEMBER 2019

5-YEAR TARGETS

- » Reduce by at least 30% the average time it takes to approve a single family building permit 20% Reduction
(2 days faster)
- » Achieve 90% employee participation in the County’s “My Rewards” Well Being Program 90% Participation
(507 Employees Participating)
- » Reduce by 60% the outstanding debt of the County 49.5% Reduction
- » 100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace 100% of Employees Trained



STRATEGIC INITIATIVES – ECONOMY



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

STRATEGIC INITIATIVES – ECONOMY



- and enhancements to the MWSBE program. (2016-7, rev. 2020)
- » (EC4) Expand our economic competitiveness by coordinating with regional partners to host an Americas Competitive Exchange on Innovation and Entrepreneurship (ACE) conference. (2016-8)
 - » (EC1, EC2) Evaluate sun setting the Downtown CRA and correspondingly evaluate the effectiveness of the Frenchtown/Southside CRA including the County's partnership with the City. (2016-9)
 - » (EC4) Enhance sports tourism through the exploration of an NFL Preseason game and other possible events at Doak Campbell Stadium. (2016-10)
 - » (EC2) To address issues of economic segregation and diversity, evaluate establishing a micro-lending program for small, minority and women-owned businesses. (2016-11)
 - » (EC1, EC4) Further enhance our competitiveness in attracting national and regional running championships by making additional strategic investments at the Apalachee Regional Park (ARP). (2016-12)
 - » (EC2) Evaluate expanding Leon Works as a regional event and to different segments of the community. (2017-1)
 - » (EC2) Explore the creation of local Enterprise Zone incentives to be managed by the Office of Economic Vitality in support of economic growth and development. (2017-2)
 - » (EC2, EC3) Continue to partner with Shop Local 850 to promote Leon County's local businesses and entrepreneurs and develop new data sources to analyze the economic impacts of shopping local. (2017-3)
 - » (EC2, EC3) Explore ways to expand how local businesses can do business outside of the community. (2017-4)
 - » (EC4) Raise awareness of County trails through the Division of Tourism Strategic Plan. (2017-5)
 - » (EC4) To further promote Leon County as a biking community, pursue the International Mountain Biking Association (IMBA) Designation. (2018-1)
 - » (EC1, EC2) Conduct an updated market feasibility study and evaluation of the Fairgrounds relocation/modification. (2020-1)
 - » (EC4) Work with the City of Tallahassee to develop a branding strategy for the community's trail system. (2020-2)

STRATEGIC INITIATIVES – **QUALITY OF LIFE**



- » Continue to expand recreational amenities to include:
 - (Q1, Q6) Implement a master plan for the Apalachee Regional Park. (2016-24A, rev. 2017)
 - (Q1, Q6) Develop a program to establish a signature landscaping feature with a regular blooming season. (2016-24B)
 - (Q1, Q6) Implement the Tallahassee-Leon County Greenways Master Plan. (2016-24C)
 - (Q1, Q6) Evaluate additional trail expansion opportunities. (2016-24D)
 - (Q1, Q6) Work with partners to utilize rights-of-way and utility easements to further expand the trail system. (2016-24E)
 - (Q1, Q6) Identify opportunities to create dog parks in the unincorporated area. (2016-24F)
- » (Q5) Complete a comprehensive review and revision to the Land Use Element of the Comprehensive Plan, including a review of inclusionary housing. (2016-25)
- » (Q3) Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (2016-26)
 - » (Q4, G1, G5) Work with the City of Tallahassee to develop a new CHSP process in-light of the United Way's decision to conduct a separate funds distribution process. (2016-27)
 - » (Q4, Q5) Implement the Joint County-City Affordable Housing Work Group's efforts to develop a holistic plan for the redevelopment of a multi-family affordable housing project and identification of additional transitional housing opportunities through community partnerships. (2016-28, rev. 2017)
 - » Continue to serve our seniors through programs and partnerships, including:
 - (Q4) As Florida's first Dementia Caring Community, support the Florida Department of Elder Affairs in the further development of the pilot program, provide enhanced paramedic training and engage local partners in making the County a more dementia-friendly community. (2016-29A)
 - (Q4) Exploring opportunities to address fraud/scams targeted towards seniors. (2016-29B)
- (Q4, EC4) To continue to support Choose Tallahassee's efforts to market our community as a retirement destination. (2016-29C)
 - » (Q4) Identify and evaluate pretrial alternatives to incarceration for low level and non-violent offenders through regional partnerships and state and national efforts, including data-driven justice initiatives. (2016-30)
 - » (Q7) Work with community partners to expand appreciation of local veterans including recognition of National Pearl Harbor Remembrance Day. (2016-31)
 - » (Q3) Increase safety in the unincorporated area through the development of a new street lighting program and evaluation of the need for additional signage. (2016-32)
 - » (Q3, Q4) Improve pet overpopulation by engaging vested community partners in the implementation of spay and neutering strategies. (2016-33)
 - » (Q4) Continue County support of primary healthcare through participation in Carenet in order

STRATEGIC INITIATIVES – QUALITY OF LIFE

to increase access to affordable healthcare for those in need. (2016-34)

- » (Q2) Explore opportunities to increase to high speed internet access through a “mobile hot spot” library lending program. (2016-35)
- » (Q5, Q6) Continue to work with the Florida Department of Transportation for safety improvements on State and County roadways to include accessibility enhancements, street lighting installations, sidewalk additions, safety audits, and intersection improvements. (2017-9)
- » (Q1, Q5, Q6) As part of sense of place initiative for Miccosukee, evaluate the opportunity to combine activities from the existing community center into the Old Concord School. (2017-10)
- » (Q7) Enhance partnership with CareerSource to increase job and economic opportunities for local veterans. (2018-7)
- » (Q5, Q6) Develop a formal policy to implement the private dirt road safety stabilization program to be funded through L.I.F.E. (2% of sales tax extension). (2018-8)
- » (Q4) Conduct a comprehensive human service needs assessment in order to align CHSP funding with the highest human services needs in the community. (2018-9)
- » (Q3) Implement practices and strategies to further enhance the response to mass casualty incidents; including, the delivery of Stop the Bleed campaign training which teaches citizens how to assist someone suffering from major bleeding. (2018-10)
- » (Q4) Continue to evaluate the effectiveness of our existing County supported re-entry programs, explore other opportunities to further enhance re-entry efforts, and work with the Supervisor of Elections to assist former felons with registering to vote. (2018-11)



- » (Q6, Q1) Implement a minimum grid bicycle route network. (2018-12)
- » (Q3) Implement text-to-911 in coordination with the Consolidated Dispatch Agency so that individuals in emergency situations may text 911 call takers. (2020-5)
- » (Q4) In coordination with the Leon County Health Department, work

to identify an operator for a local Syringe Exchange Program. (2020-6)

- » (Q3, Q5) Coordinate with community partners to implement training for parents and students on the safe use of online applications. (2020-7)

STRATEGIC INITIATIVES – ENVIRONMENT

- » (EN1, EN2) Implement the adopted Basin Management Action Plan (BMAP) for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (2016-13)
- » (EN4) Develop strategies to increase recycling and reuse rates. (2016-14)
- » (EN3) Implement the Apalachee Landfill closure process in an environmentally sensitive manner which complements the master planning for the site. (2016-15)
- » (EN3) Convene the Leon County Sustainable Communities summit on a bi-annual basis. (2016-16)
- » (EN3) In partnership with the Canopy Roads Committee, update and implement the long term management plan for the Canopy Roads including an active tree planting program. (2016-17, rev. 2020)
- » (EN3) Complete an evaluation of transportation fee alternatives to replace the existing concurrency management system of mobility fees. (2016-18)
- » (EN4) Successfully launch a commercial and residential Property Assessed Clean Energy (PACE) program and identify opportunities, including the Leon County Spring Home Expo, to train industry professionals on sustainable building practices for participation in the PACE program. (2016-19)
- » (EN2) Add environmental education kiosks, trail markings/mapping at Greenways and Parks. (2016-20)
- » (EN4) Explore new opportunities for solar on County facilities. (2016-21)
- » (EN1) Support the protection of Lake Talquin. (2016-22)
- » Reduce nitrogen impacts in the PSPZ (primary springs protection zone) by identifying cost effective and financially feasible ways including:
 - (EN1, EN2) Develop a septic tank replacement program. (2016-23A)



- (EN1, EN2) Evaluate requiring advanced wastewater treatment (AWT) for new construction. (2016-23B)
- » (EN2, EN3, EN4) Work with Sustainable Tallahassee and community partners to evaluate developing a community-wide climate action plan. (2017-6)
- » (EN1, EN2, EN3) Continue to work with the state as a host community in evaluating pilot technologies for new advanced wastewater treatment septic tanks. (2017-7)
- » (EN1, EN2, EN3) Continue to work with the state to seek matching grants to convert septic to sewer systems. (2017-8)
- » (EN4, EN3) Develop and enact the County's Integrated Sustainability Action Plan to further reduce the County Government's carbon footprint. (2018-2, rev. 2020)
- » (EN1, EN2) To increase information available to the public regarding blue-green algae blooms, fishing advisories, invasive species, and general water quality, add education kiosks at Leon County boat landings. (2018-3)
- » (EN3, EN4) Pursue NACo's SolSmart designation. (2018-4)
- » (EN1) Ensure County's water quality and stormwater regulations, programs and projects are evaluated and implemented holistically to advance the County's adopted strategic priority: to protect the quality and supply of our water. (2018-5)
- » (EN1) Develop and enhance communications strategies to inform citizens of the County's overall water quality and stormwater policies, as well as emergent issues impacting individual water bodies or ground water (2018-6).
- » (EN4, EN3) Implement zoning changes that allow for solar energy farms in the unincorporated area while preserving the rural character of our community. (2020-3)
- » (EN2) To further reduce litter and trash in rural areas and the Apalachicola National Forest, launch a targeted public outreach effort encouraging the use of County Rural Waste Service Centers. (2020-4)

STRATEGIC INITIATIVES – GOVERNANCE

- » (G1, G3) Alongside community partners, engage citizens of diverse backgrounds, education, and age on issues that matter most to them through the Citizen Engagement Series and Club of Honest Citizens. (2016-36)
- » (G1) Continue to Support Commissioner Desloge during his term as NACo President. (2016-37)
- » (G5) In accordance with the Leon County Charter, convene a Charter Review Committee to review the Leon County Home Rule Charter and propose any amendments or revisions which may be advisable for placement on the general election ballot. (2016-38)
- » (G2) Implement migration from Groupwise to Microsoft Outlook to better integrate with other software applications that utilize automated notifications, workflows and approvals. (2016-39)
- » (G2) Continue the deployment of an updated permitting system that is modernized to use mobile and online technologies. (2016-40)
- » (G4) Continue County sponsorship of employees' participation in the Certified Public Manager training. (2016-41)
- » (G1) Seek opportunities for partnerships through NACO and FAC's enterprise programs. (2016-42)
- » (G5) Continue to explore opportunities for efficiency and cost savings through intergovernmental functional consolidation where appropriate. (2016-43)
- » (G4) Evaluate establishing a living wage for County employees and continue to provide opportunities for industry certifications and training for those employees in skilled craft, paraprofessional, and technician positions. (2016-44)
- » (G1, G2) Partner with the Federal Alliance for Safe Housing (FLASH) to become the nation's first



- #HurricaneStrong county. (2017-11)
- » (G1, G3) As part of Leon County's Citizen Engagement Series, conduct an annual "Created Equal" event to strengthen the County's commitment in tackling difficult subjects. (2017-12)
- » (G1) Continue to support Commissioner Maddox in his efforts to become Florida Association of Counties President. (2017-13)
- » (G2, G5) Implement the recommendations of the Hurricane Irma After Action Report. (2017-14)
- » (G2, G5) Develop an emergency management plan for controlled release of water at the C. H. Corn hydroelectric dam. (2018-13)
- » (G2, G5) Implement the recommendations of the Hurricane Michael After-Action Report. (2018-14)
- » (G1) Pursuant to the approved ballot initiative amending the County Charter, adopt an Ethics Ordinance by December 2019. (2018-15)
- » (G3, G1) Explore ways to promote and build upon Leon County's success in citizen engagement by identifying additional ways to increase the quantity and quality of citizen input opportunities. (2018-16)
- » (G3, G5) Evaluate incorporating social infrastructure into the comprehensive plan land use element update. (2018-17)
- » (G5) Complete an updated Building Permit fee study. (2020-8)
- » (G2, G3) Implement the Leon County Essential Libraries Initiative. (2020-9)
- » (G3) To celebrate Leon County/Tallahassee bicentennial in 2024, the County will coordinate and enhance local planning efforts with government agencies, businesses, organizations, and citizens. (2020-10)
- » (G2, G5) Participate in the MIT Sloan School of Management USA Lab to explore opportunities to further enhance re-entry efforts. (2020-11)
- » (G3) In coordination with community partners, celebrate the centennial of women's right to vote by conducting a multimodal public information/education campaign culminating with a special community event. (2020-12)
- » (G3) Support the Complete Count Committee in educating the community and promoting the 2020 Census. (2020-13)

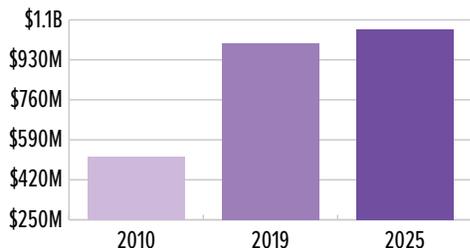
KEY COMMUNITY METRICS

ECONOMY



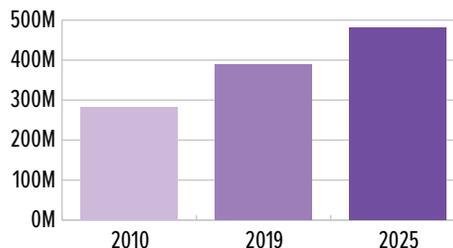
Tourism

ANNUAL ECONOMIC IMPACT



Office of Economic Vitality

TAXABLE SALES

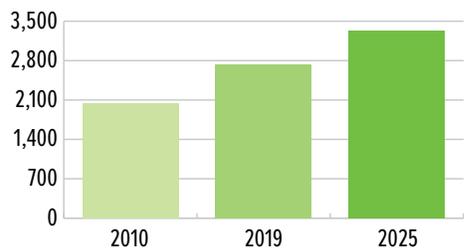


ENVIRONMENT



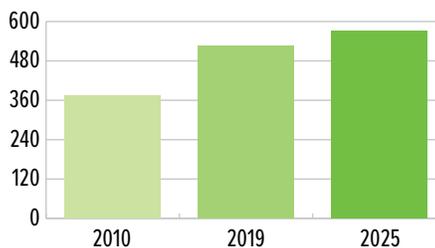
Parks and Recreation

TOTAL ACRES OPEN TO THE PUBLIC



Public Works, Parks and Rec, P.L.A.C.E.

TOTAL MILES OF TRAILS AND SIDEWALKS

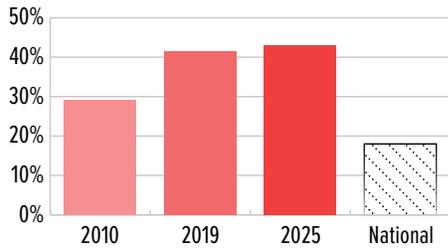


These key community metrics provide a representative snapshot of how Leon County is achieving results in the following four strategic priority areas: (1) Economy, (2) Environment, (3) Quality of Life, and (4) Governance. Additionally, the metrics show the County's continued progress by presenting where we were (2010), where we are today (2019) and where we are projected to be in five years (2025).

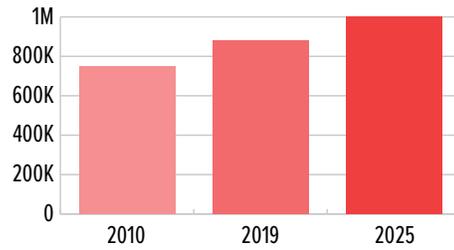
QUALITY OF LIFE



Emergency Medical Services
 CARDIAC SURVIVAL RATE



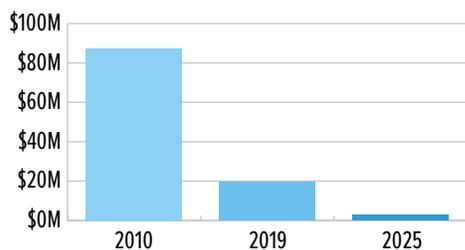
Library Services
 LIBRARY OFFERINGS



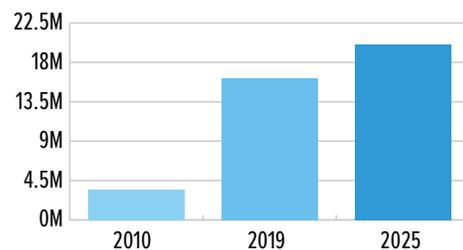
GOVERNANCE



Financial Stewardship
 DEBT REDUCTION



Community and Media Relations
 CITIZEN ENGAGEMENT THROUGH OUTREACH



OUR VALUE PROPOSITION

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

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



IN SUMMARY: FY2017-2021 STRATEGIC PLAN

GOALS & TARGETS

PRIORITY AREAS	BOLD GOAL	PROGRESS TO DATE	5-YEAR TARGETS	PROGRESS TO DATE
ECONOMY	Grow the five-year tourism economy to \$5 billion	57% (\$2.85 Billion)* <i>*Estimate based upon available data.</i>	» Attract 80 state, regional, or national championships across all sports	59% (47 Championships)
			» Co-create 500 entrepreneur ventures and 11,500 new jobs, including 400 high-wage job	129 Entrepreneur Ventures (26%), 3,428 New Jobs* (30%), and 123 High-Wage Tech Jobs (31%)
			» Connect 5,000 students and citizens to middle skilled job career opportunities	48% (2,398 Students and Citizens)
			» Host 100,000 residents and visitors as part of the Amphitheater County Concert Series	26% (25,517 Residents and Visitors)
ENVIRONMENT	Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone	36% 179 septic tank upgrades or eliminations	» Plant 15,000 trees including 1,000 in canopy roads	80% (12,279 Trees)
			» Ensure 100% of new County building construction, renovation and repair utilize sustainable design	On target
			» 75% community recycling rate	62% Recycling Rate
			» Construct 30 miles of sidewalks, greenways and trails	68% (20.28 Miles)
QUALITY OF LIFE	Secure more than \$100 million in Veteran Affairs benefits for Leon County veterans & their families	76% (\$76.4 Million)* <i>* Estimate based upon available data.</i>	» Double the number of downloadable books at the library	106% (14,276 New Books)
			» Construct 100 fire hydrants	48% (48 Fire Hydrants)
			» Train 8,500 citizens in CPR/AEDs	65% (5,501 Citizens)
			» Open 1,000 new acres of park land to the public	22% (217 new acres)
GOVERNANCE	Implement 500 citizen ideas, improvements, solutions & opportunities for co-creation	60% (298 Citizen Ideas)	» Reduce by at least 30% the average time it takes to approve a single family building permit	20% Reduction (2 days faster)
			» Achieve 90% employee participation in the County's "My Rewards" Well Being Program	90% Participation (507 Employees Participating)
			» Reduce by 60% the outstanding debt of the County	49.5% Reduction
			» 100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace	100% of Employees Trained

Leon County needs your help shaping the years ahead

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

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

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



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

Leon County Fiscal Year 2021 Tentative Budget

Reporting Results: Target and Bold Goal Tracking

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

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

Note: The figures reported in this section may differ slightly from those in the January 2020 Strategic Plan update. The Target & Bold Goal data in this section was collected after the January 2020 Board Retreat.

Economy Measures		FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Estimate	Total
Bold Goal	Grow the Five-year Tourism economy to \$5 billion (BG1) ¹	\$0.90 Billion	\$0.92 Billion	\$1.04 Billion	\$0.64 Billion	\$0.69 Billion	\$4.2 Billion
Targets	Attract 80 state, regional, or national championships across all sports (T1) ²	14	16	17	15	17	79
	Connect 5,000 students and citizens to middle skilled job career opportunities (T3) ³	886	869	643	175	1,000	3,573
	Host 100,000 residents and visitors as part of the Amphitheater County Concert Series (T4) ⁴	5,789	5,414	14,314	11,000	10,000	46,517

Notes:

1. Due to the COVID-19 pandemic, significant declines in the tourism economy are expected for FY 2020 and FY 2021. While the full impact of the pandemic is unknown, reporting on the tourism economy for the first two quarters of FY 2020 shows a 15% decrease from FY 2019, although visitation for those quarters greatly benefitted from to Hurricane Michael in FY 2019.
2. Due to the COVID-19 pandemic, ten (10) championship sporting events scheduled to occur in FY 2020 were cancelled. While it is unclear when Leon County will be able to resume hosting large sporting events, staff continue to work with athletic organizations to tentatively reschedule championships for early FY 2021 and secure additional future events.
3. To reach this Target, staff has identified new opportunities to interact with the community beyond the Leon Works Expo, an annual event with attendance of approximately 500-600 people. This includes the Leon Works Junior Apprenticeship program as well as the EMS internship program. The 2020 Leon Works Expo, scheduled for April 3, 2020 at the FSU Civic Center was cancelled due to the COVID-19 pandemic. County staff are coordinating with Leon County Schools to determine if this program can safely occur during the next school year.
4. Three County concerts took place in FY 2020 and the successful partnership with the Downtown Improvement Authority continued with their three concerts in the Sundown Series. Due to the COVID-19 pandemic, one County concert scheduled during FY 2020 was cancelled and three other scheduled County concerts have been rescheduled for FY 2021.

Leon County Fiscal Year 2021 Tentative Budget

Reporting Results: Target and Bold Goal Tracking

Environment Measures		FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Estimate	Total
Bold Goal	Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone (BG2)	610 In Progress ¹					610
Targets	Plant 15,000 trees (...) (T5) ²	702	2,122	9,443	2,122	1,229	15,618
	(...) including 1,000 in canopy roads (T5) ³	18	73	496	668	100	1,355
	Ensure 100% of new County building construction, renovation and repair utilize sustainable design (T6) ⁴	100%	100%	100%	100%	100%	100%
	75% community recycling rate (T7) ⁵	55%	66%	62%	65%	60%	60%
	Construct 30 miles of sidewalks, greenways and trails (T8) ⁶	8.73	9.7	1.86	10.6	20.86	51.76

Notes:

1. In FY 2019, a total of 179 septic tanks were eliminated through the completion of the Woodside Heights Septic to Sewer Project. 431 are planned or in progress, for a total of 610 which exceeds the five-year Bold Goal.
2. This is the aggregate of the total number of trees planted by the Office of Resource Stewardship and Public Works. Additionally, the Blueprint Intergovernmental Agency plants trees with County funding, which are also included in these figures.
3. This is the total number of trees planted specifically along canopy roads by Public Works. Recurring funding has been included in the Public Works budget since FY 2018 to develop an active canopy road tree planting program.
4. To achieve this Target, staff is currently working to implement policies and procedures that will ensure sustainable design is utilized in 100% of new construction, renovation, and repair by the year 2021. For instance, staff has developed material standards for small renovations such as painting and carpet installation, and staff are also working to incorporate Green Building criteria into the next update of the Facilities Design Guidelines.
5. Leon County receives prior year's recycling numbers from DEP (Department of Environmental Protection) in April or May of the following year. As a result, the number for FY 2020 represents how the County performed for FY 2019. Staff estimates a slight decrease for FY 2021 due to an anticipated decrease in construction building debris. Despite the slight decrease in FY 2019, Leon County maintains the third highest traditional recycling rate in the state and the 10th highest overall recycling rate.
6. This is the aggregate of the total miles of sidewalks constructed by Public Works and miles of trails and greenways constructed by the Office of Resource Stewardship. Additionally, the Blueprint Intergovernmental Agency constructs sidewalks, trails and greenways with County funding, which are included in these numbers.

Leon County Fiscal Year 2021 Tentative Budget

Reporting Results: Target and Bold Goal Tracking

Quality of Life Measures		FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Estimate	Total
Bold Goal	Secure more than \$100 million in Veteran Affairs benefits for Leon County veterans and their families (B3) ¹	\$38,604,146	\$18,492,095	\$20,202,490	\$18,203,232	\$18,965,805	\$114,467,768
Targets	Double the number of downloadable books at the library (T9) ²	10,002	11,771	14,276	16,023	18,673	18,673
	Construct 100 fire hydrants (T10) ³	15	17	16	20	20	88
	Train 8,500 citizens in CPR/AEDs (T11) ⁴	1,572	1,768	2,111	700	1,750	7,901
	Open 1,000 new acres of park land to the public (T12) ⁵	0	204	13.26	11.5	549.49	778.25

Notes:

- Estimates are based on the projected amount of Veterans Compensation & Pension as well as Medical Care Expenditure reported by the VA for Leon County and adjusted for the unique clients served by the Leon County Veterans Office. The final numbers will be provided by the VA in the summer of 2021. Utilizing a much more aggressive outreach effort will be a primary strategy to serve more customers and create a larger impact on the dollars VA spends in Leon County.
- These year-to-year figures are cumulative. At the start of the FY 2017, Leon County's libraries had 13,500 downloadable books in circulation. By the end of FY 2017, Library Services had added 10,002 new downloadable books to their collection, 74% of the County's five-year Target. This substantial increase is the result of Leon County joining the Panhandle Library Access Network (PLAN), which allows regional libraries to cooperatively purchase E-Books, E-Audio Books, E-Magazines, and other electronic products. To achieve the five-year goal of doubling the number of downloadable ebooks, the Library has calculated the number of downloadable books to purchase and add to the collection each month, at the same time, taking into consideration the number of books that are taken off the platform as licenses expire.
- Fire hydrant construction is subject to available funding. Budgeted outyears tentatively allocate \$150,000 annually for the construction of new fire hydrants. Of this, \$50,000 is dedicated for a matching program which allows a HOA or citizen and the County to evenly share in the cost of hydrant installations. Based on actuals and future estimates, staff anticipates enough hydrants being installed per year to meet the target.
- Due to the COVID-19 pandemic and restrictions on public gatherings, the County's annual Press the Chest event was postponed to FY 2021 and additional community trainings have been canceled. EMS is partnering with the Library to distribute CPR Anytime kits to encourage residents to train at home. The FY 2021 estimates assumes that EMS will be able to resume its normal training schedule.
- This is the aggregate of the total park acres constructed by Leon County Government and the Blueprint Intergovernmental Agency. The FY 2019 acres are comprised of opening the Bradfordville Community Center Dog Park, the County's first off-leash dog park (13.26 acres). The FY 2020 estimate is comprised of the Orange/Meridian Community Space (5.75 acres). The FY 2021 estimate is comprised of opening Phase II of the St. Marks Headwaters Greenway (426 acres) and Leon County Government's newly acquired parcel at Coe Landing Rd (3.49 acres), which will provide access to Lake Talquin State Forest. Blueprint's contributions include the Debbie Lightsey Nature Park, the St. Marks Trailhead, Skeateable Art at Coal Chute Pond, and community space at Capital Cascades Trail Segment 3D-B.

Leon County Fiscal Year 2021 Tentative Budget

Reporting Results: Target and Bold Goal Tracking

Governance Measures		FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Estimate	Total
Bold Goal	Implement 500 citizen ideas, improvements, solutions and opportunities for co-creation (BG4) ¹	107	100	90	100	103	500
Targets	Reduce by at least 30% the average time it takes to approve a single family building permit (T13) ²	9%	18%	18%	27%	30%	30%
	Achieve 90% employee participation in the County's "My Rewards" Well Being Program (T14) ³	88%	90%	90%	90%	90%	90%
	Reduce by 60% the outstanding debt of the County (T15) ⁴	17%	17%	16%	16%	7%	73%
	100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace (T16) ⁵	10%	45%	100%	100%	100%	100%

Notes:

1. This is subject to citizen feedback. Staff anticipates implementing 100 citizen ideas, improvements, solutions and opportunities for co-creation each year.
2. Since FY 2017, nearly two-thirds (66%) of this target was achieved by reducing the average time from 11 days to 9 days through FY 2018. Hurricane Michael's landfall at the beginning of FY 2019 (October 10, 2018) and a record year of permit applications to the County resulted in atypical permit review times. Nearly 7,000 permits were approved by the County in FY 2019, up 33% from the prior year and four times higher than the previous peak in 2007. Single family building permit review times returned to normal in the first quarter of FY 2020. During FY 2019, the County recruiting a new chief building official, launched the Project Dox software for online plans review, expanded the automatic email notification services to applicants, and contracted with private sector plans reviewers to expedite the permit approval process. Staff anticipates further efficiencies in permit review times as the County continues to utilize private sector plans reviewers and implement the new flat fee methodology for residential building permits recently approved by the Board.
3. The "My Rewards" Program is an incentive-based wellness program designed to help employees participate in healthy lifestyle behaviors. Employees who successfully complete the My Rewards Program each calendar year will receive a 2.5% discount off their annual health insurance premium contribution for the following year. Those who are not eligible include Opt-Out and Spousal employees, since they do not pay for their health insurance, and part time employees, who don't receive health insurance as a benefit.
4. This goal is accounted for annually, and by 2021 will cumulatively reach a 73% reduction in County Debt. In FY 2019, the County reduced its debt by 16%, leaving an outstanding balance of \$24,768,303. Based on the current debt service schedule and recent refinancing, the County is on pace to exceed this target. The County will pay \$492,662 worth of interest and make principal payments totaling \$7,7076,873 in FY 2020 for another 16% debt reduction. Bonds issued to acquire Leon County Office Annex Building will be paid off in FY 2020, significantly reducing the amount of remaining debt.
5. In FY 2019, Human Resources completed trainings for all existing Leon County Government employees. Human Resources will continue to provide these training to new employees.

Leon County Fiscal Year 2021 Tentative Budget

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Leon County Fiscal Year 2021 Tentative Budget

Budget Overview

Budget Overview

The total budget for FY 2020/2021 is \$280,565,746 a 2.32% increase over last fiscal year. The **operating budget** of \$257,902,408 represents an increase of 2.35% from last year’s adopted budget. The **capital budget** of \$22,663,338 represents a 2.01% increase from last year.

Funding

The FY 2021 tentative budget was developed in an unpredictable economic environment due to the onset of the COVID-19 pandemic. While growth in property tax revenues occurred, other county revenues are estimated to decline \$7.4 million. Due to the uncertain economic conditions, county revenues were estimated using a slow economic recovery model for FY 2021.

Due to the estimated \$7.4 million shortfall of revenues, the FY 2021 budget includes several balancing strategies which include:

- No increase property tax rate or special assessments;
- Realignment of the Multi-year Fiscal Plan approved in FY 2020.
- A six-month hiring freeze on non-public safety related positions with no layoff or furloughs and;

The FY 2021 budget is maintained with the millage rate remaining for the ninth consecutive year at 8.3144. Property valuations increased 6.78% from FY 2020

Figure One: FY 2020/2021 Expenditures

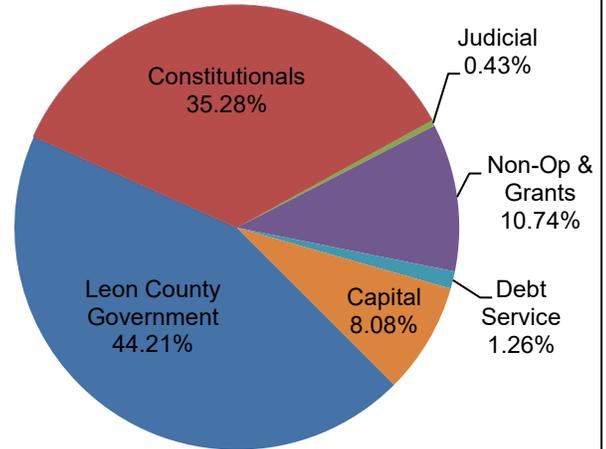
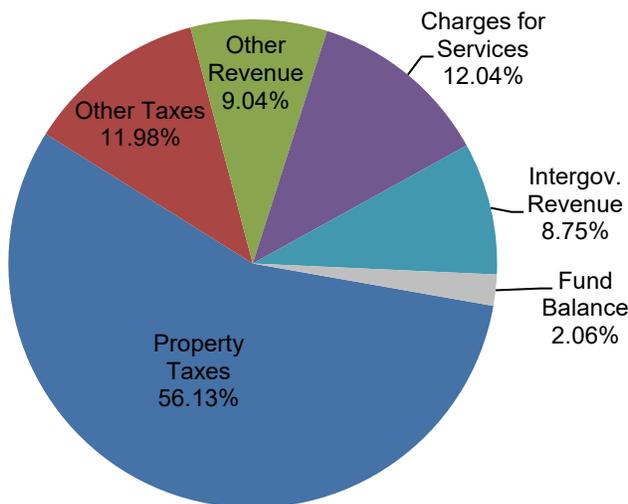


Figure One depicts the budget as it is reflected by governmental category. The FY 2020/2021 budget shows the Leon County Government and the Constitutional Officers make up 79.5% of the total budget.

Figure Two: FY 2020/2021 Revenues



The Florida Statutes require that all local government budgets be balanced. Leon County’s FY 2020/2021 budget of \$280,565,746 is balanced with the use of a variety of revenue sources, fund balances, and retained earnings from previous fiscal years. Slightly more than half of Leon County’s revenue is derived from property taxes.

Figure Two displays the major classifications of revenue sources used in support of the FY 2020/2021 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 2021 Tentative Budget

Budget Overview

The following is an overview of the County's FY2021 Tentative Budget that includes policy guidance and budget balancing strategies.

COVID-19

The effects of the pandemic on Leon County finances have been without precedent. Without federal funding to replace lost revenues, the impacts on the current and next fiscal year will be severe. Forecasted County revenues including sales, gas, and tourism taxes show Leon County losing a combined \$17 million in FY 2020 (\$6.9 million) and FY 2021 (\$10.1 million). These forecasts take into consideration the strong possibility that the effects of COVID-19 continue through next calendar year. While the economic disruption caused by the pandemic has had devastating impacts on sales, gas and tourism taxes, property taxes have not been similarly impacted for the current fiscal year and are not anticipated to be for the upcoming fiscal year. However, because property tax revenues are based on valuations from the previous year, it is unknown what the property tax impacts from the pandemic might be in the following fiscal years. This will depend on factors such as foreclosures and the longer-term impacts on commercial properties, for example.

While the fiscal impacts of the pandemic will cause a nearly \$17.0 million decline in revenues, the County Administrator recommended an approach to balancing the current and upcoming fiscal year budgets without an offsetting increase in any taxes or fees. This is possible due to the County's strong financial stewardship, paying down of debt, commitment to budget constraint, sufficient reserves and multi-year fiscal planning prior to the pandemic. Transitioning to next year's budget (FY 2021), the projected revenue shortfall is \$10.1 million. Like the current year, the shortfall consists of tourist tax (\$1.4 million), Blueprint sales taxes (\$1.3 million) and general revenue reductions (\$7.4 million). The FY 2021 Budget is preliminarily balanced as follows:

- The Division of Tourism's budget for FY 2021 is projected to be nearly \$3.5 million, a \$1.4 million or 25% reduction from the adopted FY 2020 budget. The preliminary budget realizes cost savings without reducing positions through a reduction in marketing activities, Amphitheater Concert Series funding, event grants, staff travel, and contractual services which support the operation of the Division of Tourism.
- The County's 10% share of Blueprint and L.I.F.E funding are projected to be \$1.3 million less next fiscal year. The 10% share supports the County's annual road resurfacing, OCGM maintenance and intersection/safety capital projects. Consistent with FY 2020, based on the current conditions of the OCGM roads, delaying this funding does not cause any maintenance issues. A minor reduction will also be made to the resurfacing account for only one year. If future sales tax revenue does not grow sufficiently next year, then as part of future budget cycles, additional funding may need to be allocated to the resurfacing account.

For the general revenue supported portion of the budget, several balancing strategies being employed to address the projected revenue shortfalls. The major components of the tentative budget and budget balancing strategies are list below:

- The tentative budget totals \$280,565,746 which is a 2.32% increase over the current year.
- No increase in the Countywide or EMS property tax rate, solid waste and fire non-ad valorem assessments.
- No new general revenue positions being added to Leon County Government and no layoffs or furloughs of existing employees.
- New costs savings and avoidances of \$11.0 million, bringing the total to \$44.9 million since FY 2013.
- Decline in general revenues by \$7.4 million, offset by an increase in property tax collections of \$9.204 million using a constant millage rate. Resulting in a total increase of \$1.8 million dollars in general revenue. To maintain current service levels, continue to support public safety, make all

Leon County Fiscal Year 2021 Tentative Budget

Budget Overview

statutorily, interlocal agreement and contractual required payments, costs are projected to increase \$12.9 million. Details of these expenses are included in the analysis portion of this item.

- Continuation of the hiring freeze for the first six months of the new fiscal year by not budgeting \$1.0 million in salary and benefits. In the event the economy worsens beyond projections, the hiring freeze could be extended further.
- Continuation of the travel and training freeze for six months into the new fiscal year saving \$250,000.
- Minimal reduction in service through the elimination of the mosquito control hand fogging program as the private sector currently offers this service, saving the County \$43,000. The County would continue to provide services that currently have a greater impact to more homes through the neighborhood street fogging service and the larvicide programs.
- Reduce by half the regularly scheduled carpet replacement and painting saving \$229,980.
- The FY 2021 budget contemplates technology enhancements and changes to the Library's collection management process that will improve the quality of the collection and reduce the time spent processing materials so staff can provide more direct customer service and program offerings. 12.5 existing library vacancies can be eliminated as result of these enhancements creating an annual recurring budget savings of \$350,000.
- Decrease the general revenue transfer in support of the capital improvement program from \$7.4 million to \$5.1 million. As discussed in the current year (FY 2020) portion of this Executive Summary, it is contemplated that expenditure reductions be made that exceed the current year revenue shortfall. This will generate \$2.0 million in additional cash reserves for the new year. The additional \$2.0 million in current year (FY 2020) savings will be available to expenditures in the FY 2021 Capital Program.
- Increase in the use of fund balance from \$1.55 to \$1.84 million. During the height of the "Great Recession" the County utilized \$5.0 million in fund balance to balance the budget. In the years since, the fund balance has been reduced to \$1.5 million, however, next year's increased use of fund balance allows the budget to avoid cuts in services or increases in taxes and fees. However, the increased use of fund balance allows the County to remain within County policy guidelines for next fiscal year.
- A reduction in debt service payments of \$4.17 million next fiscal year as the County continues to pay off long term debt.
- Reduction of \$1.060 million in the Supervisor of Elections budget resulting from most of the Presidential Election cycle costs being funded in the current fiscal year (FY 2020).

Even in these unprecedented times, County staff continues to drive efficiency, and identify significant cost savings and avoidances while providing essential service to the public. Since the start of the pandemic and the associated hiring freeze to offset significant revenue shortfalls caused by the economic decline, existing staff has taken on extraordinary workloads through responding to a tornado, to being activated at the EOC for over 100 consecutive days, to continue providing on-going critical services to the public. While the budget includes a hiring freeze and no new Leon County Government general revenue positions, it also includes performance raises for employees of 0 to 5%, with an average of 3% as well as several reclassifications for positions that have taken on additional workloads. This is critical to continuing to ensure the performance of the organization, especially under the current economic and workload pressures.

FY 2021 Budget Balancing Strategies

The FY 2021 Tentative Budget totals \$280,565,746 which is a 2.32% increase over the current year. Highlights of the increases include the cost of waste disposal at the Spring Hill Landfill, continued support for public safety through EMS and the Sheriff's budget, required contractual, interlocal agreement and statutory payments, growth in the CRAs and increases in employee benefits and wages. While the preliminary budget is tentatively balanced, the Board may wish to provide additional policy guidance during the workshop or may direct staff to provide additional balancing strategies for presentation at a subsequent workshop.

Leon County Fiscal Year 2021 Tentative Budget

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Initial FY 2021 Policy Guidance

To ensure the budget is developed in a strategic and transparent manner, the Board adopted the annual Budget Calendar at the January 28, 2020 meeting. After the adoption of the Budget Calendar, the Board provided initial policy direction by establishing maximum discretionary funding levels at the March 10, 2020 meeting, including:

- Increasing Community Human Service Partnership (CHSP) funding from \$1.3 million to \$1.445 million; the over 10% increase of \$145,000 is restricted to address high poverty areas and is included in the preliminary budget.
- Maintain \$100,000 for year two of a five-year commitment to pay for the capital construction costs of the Kearney Center which is included in the preliminary budget.
- \$37,000 in Special Event Funding that is included in the preliminary budget.

In addition, staff recommended, and the Board approved moving the budget workshops from the normal April and June time frames, to July and August (if necessary). To assist in developing revenue forecasts, the revised workshop dates allowed additional time for gas and sales tax activity to be reported to the Department of Revenue for the initial months of the pandemic. Although the funding ultimately cannot be used to offset revenue shortfalls, the rescheduled workshops allowed time for the State to finalize distribution of CARES Act funding to Florida counties with populations less than 500,000.

Cost Avoidance and Savings

The County systematically and strategically identifies efficiencies and cost savings year-round. This deliberate approach occurs throughout the year, not only during the formal budget process. Through specific and targeted practices, such as LEADs listening sessions, the Employee Innovation Awards Program - I2 (squared), and the recently created SMARTIES (Specific Measurable, Attainable, Realistic, Timely, Innovative, Employee Solutions) Team, employees are continuously empowered to seek and implement cost saving measures throughout the organization.

The County's Employee Awards program - I2 (squared), which commenced in FY 2015, has saved the County \$6.9 million to date (\$1.81 million in recurring costs and \$5.26 million in one-time costs (Attachment #3). Current year examples of employee saving include:

- Relocation of the Apalachee Park Radio Control Airfield: Rather than contracting out for the required fill material, County crews hauled the necessary fill from various sites and Chaires Borrow Pit saving \$180,000 for fill and hauling.
- Fire Service Billing: The City of Tallahassee is responsible for fire services billing. However, GIS independently reviewed the City of Tallahassee quarterly fire service billing data against the addressing data base to ensure that all residential units were being properly assessed for fire services. This project resulted in an additional billing in the amount of \$185,000.

In addition to the above, the County has also identified the following costs and avoidances:

- Sheriff Evidence Warehouse Facility: To address their long-term evidence storage needs the Sheriff's Department included a \$12 million capital project request to construct a standalone evidence warehouse facility. Through architectural space planning, and an extensive review of current building capacities, the County's existing Tharpe Street Records Storage Facility was identifying as a suitable location for evidence storage. A reconfiguration of the current space is projected to cost \$2.0 million for build-out, avoiding \$10.0 million in additional cost.
- Boat Ramp Maintenance: As presented in a separate July 14 agenda item, initial savings of \$50,000 and long-term savings of \$350,000 will be realized by the County entering into an

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agreement with the Florida Fish and Wildlife Conservation Commission (FWC) to provide regular maintenance for all the County's 17 concrete boat landings. Through FWC, the County can leverage federal and state funds earmarked to keep boating and fishing accessible to the community.

Since 2013 the County has saved or avoided costs totaling more than \$44.9 million. These cost saving efforts occur prior to any new taxes, fees, positions, equipment, etc. being brought to the Board for consideration.

Tentative FY 2021 Budget

In preparing the FY 2021 tentative budget recommendations, the County Administrator and OMB reviewed all departmental operating and capital budgets to identify operating costs savings and capital project reductions/deferrals. OMB correspondingly developed several revenue models which considered different projected growth rates for sales and gas tax activity. Given the highly volatile nature of the pandemic and the future economic uncertainty, the tentative budget presumes a conservative revenue forecast that contemplates a slow economic recovery lasting through at least all of next fiscal year.

The total estimated general revenue decline for next year is \$7.4 million, which includes all sales gas taxes, interest and other general revenue. This is offset by an increase in property tax collections of \$9.2 million (explained in the following section). Therefore, the total increase in general revenues is only \$1.8 million. To fund the "opening doors" of county government with no increase in service levels requires 5% to 6% growth across all general revenues. This cost increase includes governmental inflationary costs such as personnel costs, state mandated payments, interlocal agreements, and contractual increases. This year to maintain current service levels, continue to support public safety, make all statutorily required payments and pay contractual obligations, costs are projected to increase \$12.8 million. Taking into consideration the modest \$1.8 million increase in total revenues, this leaves a \$11 million budget shortfall. Without the impact of the pandemic, property tax growth, normal growth in other general revenues and the implementation of the County's multi-year fiscal plans would have been sufficient to balance the budget without any tax or fee increases.

To address the projected budget shortfall the following actions are contemplated to balance the tentative budget.

- Operating budget reductions (\$1.87 million)
- Reduce general revenue transfer to capital program (\$2.32 million)
- Reduce debt service payment (\$4.17 million)
- Cyclical election cost reduction (\$1.06 million)
- Increase use of fund balance (\$1.46 million)

The following provides a summary for each of these budget actions.

- Operating budget reductions (\$1.87 million): The majority of the reduction comes from continuing the hiring freeze by not budgeting salary and wages for half of next fiscal year. In addition, expenditure reductions include continuing the travel/training freeze for half of next year and reducing annual paint and carpet replacement maintenance by half. In addition, as the private sector already provides this service to homeowners, next year's budget recommends eliminating the yard hand fogging program to make the savings permanent. This recommendation does not impact any other aspect of the mosquito control program, including the larvicide and street spraying. In addition, the budget contemplates technology enhancements and changes to the Library's collection management process that will improve the quality of the collection and reduce the time spent processing materials, so staff can provide more direct customer service and program offerings. Existing Library vacancies can be eliminated as result of these enhancements creating an annual recurring budget savings of \$350,000.
- Reduce general revenue transfer to capital program (\$2.32 million): The \$2.32 million reduction lowers the capital transfer from \$7.4 million (FY 2020) to \$5.1 million (FY 2021). The reductions will

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not cause any public safety issues or increased cost of maintenance at this time. Reductions include savings from revised cost estimates for Maylor Road drainage improvements, deferring for one year the Baum Road drainage improvement project, eliminating renovation of the MIS server room, reducing computer replacements, deferring until a future budget cycle the construction of a third planned dog park, the paving of the interior Fairground roads and funding for Courthouse maintenance. Also, as part of the currently approved five-year CIP additional sidewalk funding was to be allocated from gas tax revenues in FY 2021. However, to assist in balancing the budget this funding is not included in next year's budget. However, as planned, an additional \$1.25 million will be added to the sidewalk account from the County share of Blueprint sales tax funding.

- Reduce debt service payment (\$4.17 million): As the County continues to pay down long-term debt, next year's recurring debt service payment is reduced by \$4.17 million. During last year's budget process, the Board approved a multi-year fiscal plan that anticipated utilizing this debt service savings to pay for projected costs associated with EMS, Fire Services and Solid Waste. By using the debt service savings to support EMS, Fire Services and Solid Waste this would eliminate the need for possible increases in the EMS MSTU, the Fire Services and Solid Waste non-ad valorem assessments. For next year, the budget does allocate a portion of the debt service savings towards EMS and Solid Waste thereby eliminating the need for tax and fee increases for these services.

The multi-year fiscal plan also anticipated using a portion of the debt service savings to pay for increased costs of fire services beginning in FY 2021. However, working with the City, no increase in the fire service fee is being considered for next fiscal year (FY 2021). However, the increased cost of fire services will be part of the FY 2022 budget process, which may necessitate considering further budget reductions, increased use of fund balances or an increase in the fire services fee to fund this service.

- Cyclical election cost reduction (\$1.06 million): Leon County is responsible for paying the entire cost of the Supervisor of Elections annual budget. The elections budget is the highest in the fiscal year prior to a Presidential election. Prior to the Presidential Election the Supervisor is responsible for conducting a Presidential preference primary, a regular primary and preparing mail in ballots. Next year's reduction is the cyclical decline in the Supervisor's budget for years after a presidential preference primary is held.
- Increase use of fund balance (\$283,810): Next year's budget (FY 2021) recommends using \$1.84 million in general revenue fund balance. This is an increase of \$283,810 from the current fiscal year (FY 2020). With the increased use of fund balance, fund balance levels will still be within adopted policy requirements. While this is an increase from the current year budget, it is still below the \$5.0 million amount used to balance the budget during the Great Recession.

Table #2 and the subsequent analysis provide the complete detail for all the changes in revenues and expenditures. The amounts in the table reflect either increases or decreases between the current fiscal year (FY 2020) and the preliminary budget (FY 2021). As seen in the table, the FY 2021 tentative budget continues to prioritize investing in public safety by funding increases for the Sheriff and EMS, paying statutorily mandated increases, funding contractual obligations, supporting employee salaries and benefits while managing the financial impacts of COVID-19.

Leon County Fiscal Year 2021 Tentative Budget

Budget Overview

Table #2:
Tentative FY 2021 Estimated Change in Revenues and Expenditures Over FY2020

Tentative Estimated Changes in Revenues	Change from Fiscal Year 2020 (in Millions)
Property Taxes with current millage rate (8.3144)	\$9.204
1/2 Cent Sales, State Revenue Sharing	(\$5.452)
Interest Earnings	(\$0.911)
Gas Taxes	(\$0.466)
Public Service Tax	(\$0.348)
Other General Revenue	(\$0.220)
Subtotal Change in Revenue	\$1.807
Fund Balance Increase	\$0.283
Total Change in Revenue	\$2.090
Tentative Estimated Changes in Expenditures	
Sheriff Personnel and Operating Expenses	\$4.167
County Government Personnel Costs	\$1.986
General Revenue Transfer to Special Revenue Funds (Probation, DESM, etc.)	\$0.860
General Revenue to Emergency Medical Services	\$0.793
Community Redevelopment Agency (CRA)	\$0.746
Contractual Increases (Information Tech., ME, mowing, landscaping, custodial)	\$0.653
Clerk, Property Appraiser and Tax Collector	\$0.487
General Revenue Transfer to Solid Waste Enterprise Fund	\$0.433
Medicaid	\$0.394
Communication Cost Increases	\$0.336
Workers' Compensation	\$0.288
Consolidated Dispatch	\$0.269
Department of Juvenile Justice	\$0.200
Fuel, Fleet Maintenance and Utilities	\$0.190
Interlocal Agreements (e.g. Animal Control, Planning, 800 MHz, Parks & Rec.)	\$0.158
CHSP	\$0.145
Mosquito Control Hand Fogging Program Elimination	(\$0.043)
Implementation of Library RFID Check out and Collection Management Services	(\$0.350)
Reduce Paint and Carpet Maintenance	(\$0.229)
Non-Essential Travel and Training Freeze	(\$0.250)
Department of Juvenile Justice	(\$0.440)
Hiring Freeze - Six Months	(\$1.000)
Supervisor of Elections Presidential Elections Cycle Savings	(\$1.060)
General Revenue Transfer to Capital	(\$2.321)
Debt Service Savings (Multi-Year Fiscal Plan)	(\$4.170)
Total Change in Expenses	\$2.090
Budget Shortfall	\$0.000

Following is an analysis of the revenues and expenditures outlined in Table #2.

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Tentative Estimated Changes in Revenues

The following section provides a summary of the projected changes to general revenues between the current fiscal year (FY 2020) and next fiscal year (FY 2021).

Property Taxes (\$9.203 million): During the “Great Recession”, with declining property values the Board maintained the millage rate resulting in less property tax collections and correspondingly passing on property tax savings to the community. Coming out of the recession, and as part of the County’s deliberate and reasoned multi-year fiscal planning, the budget continues to maintain a constant millage rate to mitigate inflationary pressures and to support necessary and critical costs increase.

For five years following the recession Leon County did not experience any growth until a modest 3.0% increase occurred in FY 2015 and FY 2016 followed by 4% in FY 2017 and 5% in FY 2018. Last year, property values increased by 6.05%, which provided funds that covered the inflationary costs of basic government service levels, allowed for an increase in the recurring transfer to fund the capital program, and reduced the use of fund balance by \$442,500 to \$1.56 million.

Based on new construction and the Save-Our-Homes taxable value cap (2.3%), taxable property values for FY 2021 have increased 6.78%, providing an additional \$9.203 million in property tax revenues. While the millage rate remains constant, under the definitions in Florida Statutes, this is considered a property tax increase. The increase in property taxes offsets the \$7.4 million in lost revenue from state shared sales tax revenue, gas taxes and interest earning.

State Shared Revenue and ½ cent Sale Tax (-\$4.015 million): Reductions in State Shared, ½ Cent Sales Tax and Public Services Tax revenues are estimated to decrease by \$4.015 million. Collection of these taxes has decreased significantly due to the impacts of COVID-19.

Interest Earnings (-\$911,248): One of the measures the Federal Reserve made to address the economic impacts of COVID-19 was to decrease interest rates to near zero percent. This will cause interest and investment earnings for the County’s portfolio to decrease an estimated \$911,248.

Gas Taxes (-\$466,033): Gasoline taxes are preliminary estimated to decrease by 6% or 466,033. As gas taxes are consumption based (taxes are per gallon, not a percentage of cost) and with the continued increase in fuel efficiency and the market increases for electric cars future revenue increases are projected to grow modestly, or even decline over time. However, with stay-at-home orders and more workers telecommuting a further decline in collections is projected.

Public Services Tax (-\$348,000): Revenues are projected to decrease by \$348,000. While less affected by the shut-down, since residents are at home using utilities, milder weather has reduced the use of utilities.

Other General Revenues (-\$220,000): Other general revenues are expected to decrease. Fees related to Sheriff law enforcement (warrants) and prisoner room and board have declined. Other reductions included: parking, library fees, child support enforcement, and the Federal Payment in Lieu of Taxes.

Fund Balance (\$283,810): Increase in the use of fund balance from \$1.55 to \$1.84 million. During the height of the “Great Recession” the County utilized \$5.0 million in fund balance to balance the budget. In the years since, the fund balance transfer has been reduced to \$1.5 million, however, next year’s increased use of fund balance allows the budget to avoid cuts in services or increases in taxes and fees. The increased use of fund balance allows the County to remain within County policy guidelines for next fiscal year. More information regarding the use of fund balances follows in the fund balance section of this item.

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Tentative Changes in Expenses

Increases

The following sections provide the increases in general revenue supported expenditures. Following this section is an analysis of the reductions.

Sheriff Personnel and Operating Expenses (\$4.167 million): The overall Sheriff's FY 2021 budget request increased by \$4.458 million over FY 2020 or 5.8%. This includes personnel increases for salaries and benefits. The Sheriff's FY 2021 budget request includes two new positions. These two new civilian positions are deemed critical by the Sheriff: An Information Technology Analyst and a Training and Wellness Specialist. The budget also contemplates the transfer of maintenance of the detention center from the Sheriff's Office to the County's division of Facilities Management. This will allow for a more efficient utilization of resources with the consolidation of all County building maintenance within one operation.

In addition, the Sheriff's budget historically has included increased funding for off-site medical expenses for the detention center inmates. However, this year, to not unnecessarily increase the Sheriff's funding request for medical expenses that may not occur, the Sheriff's Office has not request and increase in funding for this account. Rather, as is common in other Florida counties, if the Sheriff's Office has extraordinary off-site medical expenses during the year that exceeds the approved budget, a request is made to the County to pay this bill. This approach does not unnecessarily increase the budget and allows for better control of expenditures.

Leon County Employee General Revenue Related Expenses (\$1.986 million): The largest operating expense in the budget is associated with personnel costs. In total, projected increases are \$2.277 million. Pay for performance, workers' compensation, F.I.C.A. and overtime are projected to increase \$1.147 million. The budget contemplates continuing to support the County's pay for performance structure with an increase of 0 - 5%, with an average of 3% based on performance. It is important to note that as the hiring freeze continues, employees are addressing gaps in service with increased workloads. As a high performing organization, it is essential to award annual performance increases in recognition of existing staff being required to do more with less while also providing essential critical services to the public during a pandemic. Also included are a 2% increase in health care cost.

Again, in its effort to fully fund the actuarial liability (estimated shortfall) in the State of Florida Retirement System (FRS), during this year's early session, the Legislature increased the cost to participate in the system by raising contribution rates. This year the regular retirement rate increased by 18.1% with a fiscal impact of \$661,000.

General Revenue Transfer to Special Revenue Funds (\$859,938): Funds related to Probations, Development Service and Environmental Management, Stormwater and Transportation, increased to support general operations.

Community Redevelopment Agency (CRA) (\$784,470): Property value growth in the Frenchtown and Downtown CRA Districts increased in value 42.9% and 13.25%, respectively. The total payment to the CRA is \$3.51 million.

Contractual Obligations and Maintenance and Repairs (\$652,615): Total increases include:

- County software maintenance licensing agreements including: NEOGOV Human Resources management system, Microsoft Office 365 licensing, Oracle database management, cyber security enhancements, data loss protection and backup recovery software, website domain registrations and licenses and upgrades to work order management systems (\$350,580);
- Medical Examiner fees related to autopsy services and pathology services (\$177,434);
- County share for maintenance to the Public Safety Complex (\$100,457);
- Facilities Management increases for grounds, custodial and security (\$85,382);

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- Parks and Recreation mowing, turf management and other maintenance (\$77,600);
- Contract increase for the Fleet monitoring software (\$20,596);
- Contract increase for Purchasing software (\$18,000);
- CHSP Portal Maintenance and Site Hosting (\$37,210);
- Reduction in the Library security contract in the amount of \$171,850. The County currently utilizes the Sheriff to provide security. This approach transitions to utilizing a private security firm. The Sheriff's Office concurs with this approach.

Clerk, Property Appraiser and Tax Collector (\$486,830): The Clerk of Courts and Comptroller's budget request, including increases for Article V, and personnel benefits increased \$71,424. At the recommendation of the County's external auditor, the Clerk's budget includes the addition of one new General Accountant position. This position was determined necessary to ensure that there are adequate staff resources to manage the year ending close out process. The County provides 72.43% of the funding for the Clerk's Finance Division and the impact of adding this position is \$75,812. The Tax Collector's funding is commission based on the amount of property tax collected on behalf of the County and the School Board. Based on the 6.78% increase in the preliminary property values the Tax Collector budget will increase by \$285,481. The Property Appraiser's budget request increased by \$155,286 to pay for the inflationary increases associated with personal and operating expenditures.

Medicaid (\$393,578): The County is required by Florida Statute 409.915, to contribute to State's share of matching funds for the Medicare Program. The County was notified that the annual contribution was increased by 12.9% for FY 2021.

Leon County Government Communication Billing (\$335,697): In FY 2020 the communication costs for phone system repair, maintenance, upgrades, and internet were funded through non-recurring fund balance in the communication services fund. The FY 2021 cost reflects the current recurring expenses.

Interlocal Agreements (\$158,157): This category funds increases per County interlocal agreements with the City of Tallahassee for Animal Control (\$185,209) which includes funding for the Animal Shelter and the annual inflationary increase for the Parks and Recreation agreement (\$61,328). In addition, an increase of \$51,130 will pay for Radio Communications increased to address system repair system costs and the third year of funding for the five-year microwave replacement plan. Lastly, increases are off-set by reductions in the County share of the Planning Department (\$62,510) and in the County payment for the Office of Economic Development (OEV) (\$77,000). The Blueprint 2020 sales tax began funding OEV in January 2020 concurrent with the collection of the new sales tax collection.

Consolidated Dispatch Agency (CDA) (\$268,689): The County share of funding for the Consolidated Dispatch Agency is increasing by 9.3%. This is primarily due to moving the Motorola CAD payments from the City's technology budget to the CDA for proper reconciliation.

Workers' Compensation/Risk Management (\$288,828): This budget has increased to properly maintain the necessary funding level for workers' compensation claims. Annually, an actuarial analysis is conducted on the outstanding County workers' compensation claims. To ensure that adequate reserves are maintained to pay outstanding claims, and future claims, funding levels are reviewed annually as part of the budget process. In addition, claims activity over the past three fiscal years has required mid-year budget allocations from the Risk Fund reserves to pay additional claims. To mitigate mid-year budgeting of reserves and to ensure adequate appropriation is available for claims, the budget for workers' compensation claims has been increased. Other costs related to insurance premiums increased \$88,828.

Fuel, Fleet Maintenance and Utilities Costs (\$190,000): Fuel costs are projected to increase a modest \$27,725 while fleet repair and maintenance costs are projected to increase \$235,743. These increases are off-set by a \$73,468 savings in utility billings being realized as a direct result of the centralized utility billings and continuing energy savings efforts.

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CHSP Expanded Promise Zone (\$145,000): As approved at the January 28, 2020 meeting, the Board increased CHSP funding to include a direct allocation to agencies that provide services to the expanded Promise Zone area.

Expenditure Reductions

The following analysis provides a summary of proposed expenditure reductions for the FY 2021 budget.

Mosquito Control Yard Hand Fogging Program (-\$43,000): The County Administrator's proposed budget balancing strategy includes the elimination of the hand fogging program which allows for a reduction in vacant position OPS personnel and operating expenses of \$43,000. As the private sector currently provides this, citizens still would have an option to receive this service. The existing hand fogging program is a limited "free" service requested by individual private households with the first two visits per year provided at no cost. Additional hand fogging requests are \$25 for each site visit; however, most residents only use the two "free" services, and this program collects less than \$400 annually in revenue. Citizens requesting hand fogging service often desire the spraying be performed prior to a specific event occurring on a specific date/time.

Additionally, the hand fogging program targets only one specific mosquito that bites during the day, the Asian Tiger Mosquito, which breeds in small pockets and containers of water adjacent to and around the home. In comparison to the hand fogging program, the truck fogging program receives more requests for services and targets various mosquito types. During FY 2019, the program responded to 4,471 citizen requests for truck-spraying services. The truck spraying program treats a much larger area than the hand fogging program, and this service is not provided by the private sector.

Library RFID and Collection Services Efficiencies (-\$349,642): RFID is a technology many libraries around the world implement to increase staff efficiencies and provide users with a convenient self-service experience. Rather than placing barcodes on library materials, RFID uses microchip tags and scanners that can read multiple tags at once from a distance. Collection Management Services provides shelf-ready books, digital content that are targeted to Leon County readership. By implementing both of these systems, the Library can improve efficiencies and provide library patrons a better experience by reducing the number of staff needed. These efficiencies are funded through the elimination of 12.5 vacant library positions. This is discussed in more detail in the *Other Budget Issues* section of this item.

Deferred Maintenance (Carpet and Paint) (-\$229,980): This reduces the annual budget for interior painting and carpet replacement by 50%. Facilities Management maintains schedules for painting and carpet for the systematic maintenance of all County facilities and the Public Safety Complex. The carpet replacement and interior paint schedules is similar and provides scheduled planned replacement based on age and appearance. The schedule ensures carpet and paint in County facilities are routinely replaced to prevent excessive wear. This reduction delays the scheduled replacements for some work areas up to a year.

Non-Essential Training and Travel Freeze (-\$250,000): In the initial stages of the COVID-19 pandemic, the County Administrator, to reduce the fiscal impacts on Leon County's finances, imposed a non-essential training and travel freeze for all employees. This training and travel freeze limits employee travel and training to only those essential to perform their job or that require licensure renewals and/or continuing education units (CEU). To reduce costs and to make up for declining revenues, the FY 2021 proposed budget maintains the non-essential travel and training freeze for an additional six-months.

Department of Juvenile Justice Payment (DJJ) (-\$392,987): The payment to the Florida Department of Juvenile Justice (DJJ) decreased by \$392,987. These costs are based on the number of days juveniles with a Leon County address are held in state detention facilities.

Hiring Freeze – Six Months (-\$1.0 million): Similar to the non-essential travel and training freeze, the County also imposed a hiring freeze on all vacant positions except for Emergency Medical Services employees and other essential services personnel. The hiring freeze will leave vacant any non-essential positions for

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half of the fiscal year; there are currently 48 positions vacant. Rather than implementing furloughs, which affect all employees and their income, a hiring freeze provides for budget savings and is less impactful on employee morale, is less impactful on service delivery, and is easier to implement and monitor.

Supervisor of Elections Presidential Election Cycle Savings (-\$1.06 million): The election budget declines after years where a presidential preference primary is held.

General Revenue Transfer to Capital (-\$2.321 million): The impacts of the Covid-19 economy have caused a reduction in the amount of general revenue that can be used to support the FY 2021 capital budget. The tentative FY 2021 budget includes a reduction in the capital transfer of \$2.321 million. As presented in the FY 2020 budget reduction section, this reduced transfer is offset by the \$2.0 million because of additional reductions made in the current year. Previously, during the recession, the County suspended the transfer of recurring dollars to the capital program, and instead relied on accumulated fund balances to fund capital projects. Based on current projections and infrastructure maintenance needs, ideally at least \$10.0 to \$11.0 million in recurring funds should be transferred annually in support of the capital improvement program (CIP). The \$2.321 million reduction lowers the transfer from last year's \$7.4 million to \$5.1 million in FY 2021.

Debt Service Savings/Multi-Year Fiscal Plan (-\$4.1 million) During the FY 2020 budget process, the Board adopted a multi-year fiscal plan that allocates \$4.1 million in FY 2021 debt services savings to avoid future tax and fee increases. The plan allowed for the avoidance of raising fees related to fire service and solid waste and not increasing the MSTU for emergency medical services. The plan reallocated the debt service savings in FY 2021 as follows:

- Provided \$1.6 million to the fire service fund to maintain the fees at the same level and avoid the fee increase as planned in the interlocal agreement with the City of Tallahassee;
- Provided \$2.0 million to EMS to avoid increasing the MSTU subsequent to the end of the planned draw down of the EMS fund balance;
- Provided \$573,131 to the Solid Waste fund to avoid having the increase the non-ad valorem assessment and eliminate the fees for the rural waste service centers

Because of the revenue loss related to the Covid-19 pandemic, the FY 2021 plan has been adjusted as follows:

- In conjunction with the City of Tallahassee, the planned increase in the fire service payment for FY 2020 has been deferred until FY 2022. This allows \$1.6 million to be redirected to address the budget shortfall; however, using these funds for recurring operating expenses may place Leon County in the position to consider additional budget reductions, usage of existing reserves or increasing the fire service fee in FY 2022.
- The EMS expenses and revenues did not require the entire \$2.0 million in general revenue to support this program. Instead, additional Medicare funding has been provided to EMS. To balance the fund, \$792,616 was transferred to EMS.
- The general revenue transfer to solid waste to support recycling, the rural waste collection centers, and avoid increasing the non-ad valorem assessment increased by \$433,439.

Of the \$4.1 million in debt service savings, \$1.3 million is appropriated consistent with the original multi-year fiscal plan. To address the economic impacts of the Covid-19 pandemic, the remaining \$2.8 million is available to balance the FY 2021 budget. Adjusting the planned use of the debt service savings allows the millage rates and the non-ad valorem assessments to remain unchanged.

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Position Changes

The tentative budget does not include any new general revenue positions for Leon County Government. In addressing the impacts of the pandemic, the Tentative Budget continues with a hiring freeze into next fiscal year. Instead of adding any additional general revenue positions, the tentative budget includes reclasses of positions to address increased workloads of existing employees. However, given the significant increase in park acreage over the past several years and projected into the future including Apalachee Regional Park, Broadmoor Park, Orange/Meridian Park, future expansion to Chaires Park and the two new dog parks, there is a need for an additional three-person parks maintenance crew which may be addressed as part of a future budget.

Table #3 shows the current position changes included in the FY 2020 Tentative Budget. As reflected in the table there is no new Leon County Government positions funded through general revenue included in the FY 2021 tentative budget.

Table #3: Leon County Government Tentative Position Changes

Division	Change	Position #s	Net Cost Increase
Emergency Medical Services	Transport Crew Address New ERs	10	\$0
	1/2 Crew (12-hour shift)	6	\$378,102
Facilities Management	Detention Facility Maintenance	9	\$0
Library Services	RFID and Collection Management	(12.5)	(\$350,000)
Total		12.5	\$28,102

Emergency Medical Services Positions

Earlier this year, EMS started providing transports for Capital Regional Medical Center to move patients from their new Southwood emergency medical center to the CRMC hospital and will provide this same service when the North Monroe Emergency Center is completed this year. To handle the volume of transports, EMS is recommending bringing on staffing for a full crew. The cost for adding these positions will be offset by transport fees billed to CRMC.

Consistent with long term planning, an additional half-crew allows EMS to staff a 12-hour shift to handle peak call volumes.

Facilities Management

The County has historically provided funding to the Sheriff to perform maintenance at the Detention Facility. This funding includes nine positions and related operating costs such as utilities. In discussions with the Sheriff's Office and to increase operational efficiencies with the Detention Facility maintenance, it is recommended to transfer the existing Sheriff facility maintenance staff to Leon County Government, where ORS Facilities Management will be responsible for the day-to-day and long-term maintenance of the Detention Facility. Transferring these positions from the Sheriff to Leon County is expense neutral.

Library Technology Efficiencies and Savings

As presented in further detail later in this item, the reduction of 12.5 vacant library positions provides the funding for RFID and Collection Management efficiencies and service enhancements. The conversion to the new technologies will enhance the overall services offered at the library.

Recommended Position Reclasses: As part of the annual budget process, the Office of Human Resources reviews request for position reclassification to see if the positions duties have changed or been modified in excess of 50%. With the hiring freeze, existing employee workloads have increased significantly. County employees continue to provide essential services to the public during the pandemic with less resources available. Table # 4 shows the six positions recommended for reclassification for FY 2021. Due to the

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current and planned continuation of the hiring freeze, reclassifications properly compensate employees who are performing additional functions and tasks as their job duties grow.

Table #4: Recommended FY 2020 Position Reclassifications

Department/Current Position	Recommended Reclass	Increase*
Office of Resource Stewardship		
Facilities Manager	Facilities Director	\$7,241
Facilities. Sr. Operations Manager	Administrative Services Manager	\$6,514
Solid Waste Superintendent	Solid Waste Manager	\$4,343
Human Svs. & Community Partnerships		
Administrative Associate V	Human Services Specialist	\$4,894
Public Works		
Crew Chief	Crew Chief II	\$3,589
Dev. Svs. & Environmental Mgmt.		
Administrative Associate V	Compliance Services Technician	\$1,286
Total		\$27,867

* Does not include benefit adjustments

Other Pay Adjustment Items

The following section provides an analysis of a proposed change in the EMS paramedic pay plan. In addition, this section provides an update on the County's living wage.

Emergency Medical Services Paramedics

Over the past two years, EMS has had a 50% turnover rate for paramedics. The employment market has fewer individuals entering the paramedic field and the County is also competing with the local hospital market for the same employees. To address the turnover rate and market competition, Leon County Human Resources performed a paramedic pay study against markets with similar transport rates and 12-hour shifts.

The review showed that Leon County lags the market for agencies who have similar transport rates with 12-hour shifts by \$1.50/hour. The budget contemplates implementing the pay adjustment for paramedics working 12-hour shifts at a cost of \$271,400. Increasing the paramedic pay by \$1.50/hour is anticipated to reduce the turnover rate, encourage longevity and attract new paramedics to EMS.

Review of \$13.00 Minimum Wage from the current \$12.00

As part of the FY 2018 budget process, to address the Board's Strategic Priority of Governance, the Board adopted a Living Wage based on the following:

- (G4) Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices.

The supporting adopted Strategic Initiative is:

- Evaluate establishing a living wage for County employees and continue to provide opportunities for industry certifications and training for those employees in skilled craft, paraprofessional, and technician positions. (2016-44)

During the 2018 initial analysis, the living wage in Leon County was \$11.15/hour according to the Massachusetts Institute of Technology (MIT) living wage calculator. Rather than adopt the MIT living wage, the Board opted to establish the living wage at \$12.00/hour. Subsequently, during the FY 2020 budget process the Board requested a review of increasing the living wage to \$13.00/hour for FY 2021.

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In the absence of neither a state nor federal government living wage, the use of the MIT calculator is considered an industry best practice to determine a living wage. An updated review shows that Leon County continues to exceed the MIT living wage for Leon County which is currently \$11.91.

Additionally, Amendment #2, which considers raising the Florida minimum wage to \$15.00/hour, is on the ballot in the upcoming November election. If implemented, the minimum wage would increase to \$10.00 per hour effective September 30, 2021. Each September 30th thereafter, the minimum wage shall increase by \$1.00 per hour until it reaches \$15.00 per hour on September 30, 2026. Afterwards, future minimum wage increases shall revert to being adjusted annually for inflation starting September 30, 2027. Since Leon County's living wage is still above the published minimum wage for Leon County and a Florida minimum wage is on the ballot this November, it is recommended that Leon County's living wage remain at \$12/hour. If the ballot initiative passes, Leon County would reach the \$13 minimum by September 31, 2024.

Constitutional Position Changes

Table #5 summarizes the positions requested by the Constitutional Officers, specifically two for the Sheriff and one for the Clerk of Courts and Comptroller, Finance Division.

Table #5: FY 2021 Constitutional Position Changes

Sheriff	Position Adds
Information Technology Analyst	1
Training and Wellness Specialist	1
Transfer of Facilities Staff to Leon County	(9)
Total Sheriff	(7)
Clerk of Courts and Comptroller	
General Accountant	1
Total Clerk	1
Total Constitutional Officers	(5)

For the Sheriff, the additional Information Technology Analyst position will maintain software applications and allow senior staff to focus on complex criminal analysis projects. The Training and Wellness Specialist will provide employee career and leadership development, mentoring, performance standards, and employee improvement initiatives.

The Clerk's General Account position request ties directly to external audit comments related to the year-end close out process. Adding this position will allow for a smoother year-end financial close out and address a specific audit recommendation.

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 begin collection two months after the start of the fiscal year, fund balances allow the County adequate cash flow to eliminate the need for short-term borrowing in October and November. As recognized by bond rating agencies like Fitch, sufficient fund balances are considered a sign of fiscal stability and influence bond ratings. In addition, as noted in Policy 07-2, utilization of fund balance more than policy minimums should support one-time capital project funding and/or other one-time expenditures to address unforeseen revenue shortfalls. In the future, 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. However, given the revenue shortfalls associated with the pandemic, additional usage of fund balance is consistent with County policy.

The FY 2021 Tentative Budget appropriates \$1.84 million in general revenue fund balance in the operating budget. This is an increase of \$283,810 from FY 2020. This amount is still below the \$5.0 million amount used to balance the budget in FY 2015 when the County was still addressing the effects of the Great Recession.

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

In addition to general fund balances, certain dedicated fund balances are included for appropriation as part of the FY 2021 tentative budget as follows.

Capital

Appropriates the \$2.0 million in budget reductions from the current year in support of next year's capital program. In addition, the transportation capital budget uses \$350,000 in existing fund balance.

Intervention and Detention Alternatives

In FY 2021, the planned drawdown of programmed fund balance continues at \$300,000 for the third consecutive year. Pretrial fees continue to decline leading to an increase in general revenue support to maintain current service levels and the continued use of fund balance. During last year's FY 2020 budget process, the Board considered eliminating the pre-trial fees, but after deliberation opted to keep the fees and not transfer additional general revenue to the fund.

Building Inspection

The FY 2021 tentative budget contemplates using \$1,130,759 of available fund balance. Coming out of the recession, building permit revenue increased faster than expenditures as the division ramped up to handle the increased workload. This allowed for an accumulation of fund balance, which is budgeted to maintain services levels. While permitting revenues have started to stabilize from the significant growth in the construction industry the last three years, activity is still at pre-recession levels. The increase in the fund balance is to cover operating costs, provide capital funding for additional upgrades to the on-line permitting system, which is important to reducing permitting time frames, and vehicle replacements.

Other Special Revenue

Special revenue fund balances (i.e. Judicial Programs) are utilized to support programs with dedicated revenues and to correspondingly avoid the transfer of general revenues. For FY 2021, a total of \$147,598 in fund balance is contemplated for appropriation for use in Judicial Programs.

Capital Program

The five-year CIP continues to focus on maintaining the County's core infrastructure, including road resurfacing, stormwater facilities, parks and greenways, the County's technology infrastructure and investing in upgrades to the detention facility. Several capital projects required additional funding not originally included in the previous five-year CIP. The following provides a summary for projects with larger increases.

1. *Sheriff Evidence Warehouse (\$900,000)*: The current evidence facility located at the Detention Facility is undersized and does not provided enough space for the long-term evidence storage required by Florida Statutes. The evidence storage is recommended to move to the existing County storage facility on Tharpe Street. Using an existing facility for remodeling will save the County \$10.0 million rather than building an entire new facility as originally requested by the Sheriff's Office. Currently there is \$1.0 allocated for an evidence warehouse. Initial design estimates indicate that the total project cost is \$1.9 million.
2. *Energy Savings Performance Contractor Services (ESCO), Capital Funding Contribution (\$650,000)*: This funding represents a capital match to fund energy saving infrastructure projects and will be

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matched by additional savings in energy costs. A separate budget discussion item details this project. Implementing this project eliminates need to provide approximately \$17 million over the next five-years to replace end-of-life mechanical systems.

3. *Apalachee Regional Park (\$287,000)*: This amount reflects the final costs needed to complete the current phase of the park amenities including signage, the installation of wi-fi, trails and the initial phase of the park loop road.
4. *Public Safety Complex (technology and building systems management) (\$175,000)*: This complex was constructed using modern IT and electronic building management systems that allow this facility to have mechanical systems controlled 24/7. To ensure the complex continues to operate uninterrupted these components are scheduled for updating as they have reached their end of warranted life.

To balance the overall budget, a review of the capital budget plan determined that some projects could be deferred to future budget years or the funding reduced. The proposed reductions will not cause any public safety issues or increased cost of maintenance at this time. Reductions include savings from revised cost estimates for Maylor Road drainage improvements, deferring for one year the Baum Road drainage improvement project, eliminating renovation of the MIS server room, reducing computer replacements, deferring until a future budget cycle the construction of a third planned dog park, the paving of the interior Fairground roads and funding for Courthouse maintenance. Also, as part of the currently approved five-year CIP additional sidewalk funding was to be allocated from gas tax revenues in FY 2021. However, to assist in balancing the budget this funding is not included in next year's budget. As planned, an additional \$1.25 million will be added to the sidewalk account from the County share of Blueprint sales tax funding.

General County Infrastructure and Maintenance

The FY 2021 – FY 2025 Capital Improvement Plan is primarily focused on maintaining the County's infrastructure of buildings, roads, stormwater system, parks and fleet.

In January of FY 2020, Leon County began collecting its share of the Blueprint 2020 sales tax extension. As previously approved by the Board, the County's ten percent share of the sales tax will be used for road resurfacing, intersection and safety improvements.

The County's 10% share of Blueprint and L.I.F.E funding are projected to be \$1.3 million less next fiscal year. The 10% share supports the County's annual road resurfacing, OCGM maintenance and intersection/safety capital projects. Based on a review by Public Works, enough funding exists in the intersection/safety and OCGM accounts to address next year's maintenance requirements. A minor reduction will also be made to the resurfacing account for only one year. If future sales tax revenue does not grow sufficiently next year, then as part of future budget cycles, additional funding may need to be allocated to the resurfacing account. The additional funding will need to come from alternative funding sources in the County budget.

A new component of this sales tax is the two percent dedicated to Livable Infrastructure for Everyone (L.I.F.E.). Last year the Board approved a five-year L.I.F.E Program schedule during the budget process. Consistent with other sales tax revenues L.I.F.E. is projected to have a shortfall in the current year of \$88,890 and a \$208,950 shortfall in FY 2021. Over the next five years, L.I.F.E revenues are projected to be \$1.1 million lower than originally projected. The revised tentative five-year program is shown in Table 6.

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Table #6: FY 2021 – FY 2025 LIFE Five Year Funding Program

Projects	FY2021	FY2022	FY2023	FY2024	FY2025	Total
Rural Road Safety Stabilization	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
Miccosukee Sense Place	\$200,850	\$197,630	\$205,060	\$0	\$341,950	\$945,490
Street Lighting	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
Boat Landing Enhancements & Upgrades	\$125,000	\$0	\$125,000	\$125,000	\$125,000	\$500,000
Fire Safety Infrastructure	\$0	\$0	\$125,000	\$0	\$125,000	\$250,000
Recreational Amenities	\$200,000	\$350,000		\$0	\$0	\$550,000
Stormwater and Flood Relief	\$0	\$0	\$115,000	\$400,000	\$0	\$515,000
2/3 Program Match	\$0	\$0	\$0	\$0	\$0	\$0
Total L.I.F.E. Project Funding	\$725,850	\$747,630	\$770,060	\$725,000	\$791,950	\$3,760,490

The following provides details of the revised five-year program.

- **Rural Road Safety Stabilization:** Initial marketing for this new program started in August 2019. To date no residents or neighborhood have requested to participate in this program. Due to COVID-19 the direct public outreach was suspended. For FY 2021 this funding category is reduced by \$75,000 from the initial \$175,000 and has been adjusted to \$100,000 per year. Pending restarting outreach and interest in the program, additional funding can be added in subsequent budget cycles.
- **Street Lighting:** This category is reduced \$25,000 in FY 2021 and adjusted to \$100,000 per year for the next five years. The prior plan included \$125,000 per year.
- **Boat Landing Enhancements:** Additional funds are added in the fifth year of the plan with minor reductions in FY 2024.
- **Fire Safety Infrastructure:** While no specific project has been identified for this funding category, future projects may include water towers in partnership with Talquin. The project is being adjusted to provide funding in outyear budgets FY 2023 and FY 2025. Funding from the fire service fee is still available to install fire hydrants.
- **Miccosukee Sense of Place:** The Concord School project did not receive the requested \$1.0 million CDGB funding to assist with the planned remodeling. To address this grant denial funds are added to the fifth year of the plan.
- **Recreational Amenities:** This funding is for the replacement of the boardwalk removed at J. Lee Vause Park. Funding remains the same in FY 2021 and FY 2022.
- **Stormwater and Flood Relief:** This project sets aside funding to address the flooding of Chaires Cross Road. The initial funding level remains the same.
- **2/3 Program Match:** This program does not have any current projects, and due to the right-of-way donation requirements in this category, neighborhoods have difficulty in donating right-of-way unless all the property is owned by the homeowners' association. The FY 2023 funding for this category is removed and there is no funding programmed over the next five years.

Other Budget Considerations

The following section provides additional updates and recommendations for other departmental budgets and policy items, as well as, an update on the progress being made on the County's five-year strategic plan.

Tourism

No industry has been more impacted by the effects of COVID-19 than the tourism/hospitality industry and the related Tourist Development Tax (TDT) revenue collections by local governments. On April 14, 2020,

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the Board received a status report on the actions taken in response to the financial impact of COVID-19 including a \$2.1 million reduction in FY 2020 TDT expenditures. By the month's end, TDT revenues declined 70% from the average collection rate for the month April which is anticipated to be the trough for collections during the pandemic due to the business closures and stay-at-home orders. Based on the \$2.1 million in expenditure reductions presented to the Board in April along with additional cost savings identified within the Division of Tourism's budget for the remainder of the fiscal year due to COVID-19, staff does not anticipate utilizing the TDT fund balance to offset collections in FY 2020.

Industry forecasts project gradual increases in monthly TDT collections in FY 2021 from the deep trough of April 2020. As a drive market destination that offers an abundance of outdoor recreation activities, Leon County's tourism and hospitality market is positioned to quickly rebound once COVID-19 conditions and consumer confidence support non-essential travel. However, the prevalence of the COVID-19 virus in our community will also guide decisions about local events and activities that will impact TDT collections. This includes collegiate athletics, major events and festivals, youth sports activities, business and higher education conferences, and the convening of the Legislature.

The County's Tentative Budget forecasts \$4.4 million of TDT in FY 2021, 20% of which is dedicated to the Council on Cultural and Arts by County Ordinance. The Division of Tourism's budget for FY 2021 is projected to be \$3.5 million, a 25% reduction from the adopted FY 2020 budget. Without reducing full-time positions, the tentative budget realizes cost savings through a reduction in marketing activities, Amphitheater Concert Series funding, event grants, staff travel, and contractual services which support the operation of the Division of Tourism. To mitigate the changes absorbed by these contractual service providers, staff will bring back an agenda item(s) seeking Board approval to extend the terms for each vendor based on the length of their modified compensation.

Given the uncertainty regarding the duration and prevalence of the virus and the resulting inability to host large community events that attract visitors, the TDT fund balance may be needed in FY 2021 to offset potential declines in TDT collections. Staff will continue to regularly monitor TDT collection data as it is made available to adjust revenue projections and align expenditures accordingly. Pending actual TDT collections next fiscal year, updates will be provided to the Board as needed.

Adopt the "Human Services Emergency Assistance Programs" policy for the Direct Emergency Assistance (DEAP) and Veteran Emergency Assistance (VEAP) Programs

The policy would authorize the County Administrator to realign funding between DEAP and VEAP Programs when deemed appropriate to maximize the number of residents and Veterans assisted. Annually the County budgets \$40,000 for the DEAP and \$100,000 for the VEAP. In the past three years an average of \$63,000 has been spent to assist Veterans through VEAP with approximately \$37,000 remaining unspent annually. Therefore, it is recommended that the Board authorize the County Administrator to realign funding between DEAP and VEAP when deemed appropriate to maximize the number of residents and Veterans assisted. The policy also provides for the consistency in the use of the two program funds.

Comprehensive Plan Update Funding

On February 26, 2019, staff provided a status update to the Board and City Commission at a Joint County-City Workshop on updating the Land Use and Mobility Elements of the Tallahassee-Leon County Comprehensive Plan. At the Workshop, the Board and City Commission both directed staff to bring back options for areas where a consultant would be of benefit in completing the Land Use and Mobility Element Update. The City and County subsequently budgeted \$300,000 (150,000 each) in FY 2020 to hire a consultant to complete the update of the Land Use and Mobility Elements of the Comprehensive Plan.

At an October 15, 2019 Joint Workshop on the Comprehensive Plan, the Board and City Commission directed staff to cancel the Request for Proposals for the Land Use and Mobility Element updates and analyze the cost of expanding the scope to update the entire Tallahassee-Leon County Comprehensive Plan. This action was ratified at the November 12, 2019 Board meeting.

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It is estimated an additional \$450,000 is needed to expand the scope of the project to include the remaining nine Elements. At the direction of the Commissions, an additional \$225,000 would be included in each of the County and City FY 2021 Tentative Budgets. These funds are not contemplated in the tentative budget.

Due to the significant cost and the unfolding budgetary impacts from the COVID-19 emergency, staff recommends pausing work on the Comprehensive Plan Update and maintaining the previously budgeted \$150,000 each from the City and County. To determine the actual costs of a future study, it is contemplated that Planning release a Request for Information to seek more specific feedback on costs from the private sector to complete the Comprehensive Plan Update and related Land Development Code updates. This will provide reliable information for future budgeting of this important initiative. The City is also considering this approach at their July 8, 2020 Budget Workshop.

Building Inspection Services Fee Study

In November 12, 2019, the Board adopted a “flat fee” methodology for calculating building permit fees and authorized staff to hire a consultant to conduct a comprehensive building permit fee study. Leon County last updated its building permit fee schedule in 2004. In December 2019, the County contracted with MGT Consulting Group to conduct the comprehensive building permit fee study which will be presented to the Board in September. The study will provide recommendations based on the current fee structure with consideration to recent statutory and state regulatory changes governing the issuance of building permits and building inspection services.

Library Technology Efficiencies and Savings

During the January 2020 Retreat, the Board adopted a new Strategic Initiative for the Library titled the Essential Libraries Initiative. A final, detailed draft of the Initiative was set to be presented to the Board as part of the Budget Workshops. However, in the months since the Board's Retreat, the COVID-19 pandemic and social distancing requirements have significantly impacted Library operations including significant declines in checkouts of materials, facility occupancy limits, and a suspension of all in-person programming. Additionally, County revenues have been impacted resulting in the need for several spending reductions measures. To ensure the Essential Libraries Initiative is reflective of the needs of the community post-COVID and adequate funding is available to support proposed recommendations, the final presentation of the Initiative will be delayed to the next fiscal year.

To best position the Library until this time, the FY 2021 tentative budget contemplates the implementation of technology enhancements and changes to the collection management process that will result in major efficiencies and improvements to customer service. The proposed technology enhancements include self-checkout and radio frequency identification technology (RFID) which replaces the current barcode system with microchip tags and scanners that can read multiple tags at once from a distance. Also proposed is contracting for Collection Management Services which includes the selection and processing of materials. These enhancements are detailed in the sections below and are contemplated for immediate implementation using \$160,000 in FY 2020 funds from vacant Library positions. The remaining vacancies can be eliminated as result of these enhancements creating a combined annual budget savings of \$350,000.

The transition to RFID, expanded self-checkout, and contracting for Collection Management Services will facilitate several improvements in the Library's customer service, programming capacity, as well as operational efficiencies. For example, the launch of RFID and self-checkout kiosks at facilities will significantly reduce or eliminate the need to individually scan items in and out of the Library. As a result, items make it back to the shelves faster so they are available for patrons to browse, and patrons will spend less time waiting for high-demand items that they have placed on hold. Conducting inventories or locating misplaced items for patrons is also much faster as RFID allows these tasks to be accomplished with a wand reader as the staff member walks through the stacks of the collection. Another benefit to utilizing this self-service technology is that it will allow all County libraries to transition to “mobile staffing,” meaning that staff that were previously stationed behind service desks will be provided with mobile devices so they can assist patrons wherever they are in the facility. It should also be noted that both technologies will help the Library

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reduce the risk of spreading COVID-19 by promoting social distancing between patrons and staff and reducing the handling of materials. Use of these technologies will even free up staff to continue providing curbside services to accommodate at-risk or concerned patrons.

Like RFID and self-checkout, contracting for Collection Management Services also benefits patrons while creating internal efficiencies for the Library. For example, the Library will have increased buying power as service providers purchase materials for multiple public libraries and are able to secure items at significantly reduced costs. Selection of materials will also become more data-driven and be based upon not only internal circulation data, but also national, regional, and local trends in book purchases. The result is a Library collection that better reflects the interests of the community and a decrease in the purchase of items that are infrequently or never checked out. However, should an item not circulate, private providers of Collection Management Services allow for items to be returned or exchanged. This will be of significant value to Leon County's Library as a recent "weeding" project resulted in the removal of more than 200,000 items that had not been checked out in five or more years. Finally, contracting for collection management will allow the Library to purchase pre-processed materials that are shelf ready. This change not only allows for savings in operating supplies, but also significant a savings in staff time. Currently, the Library has several staff whose primary responsibilities are selection, ordering/receiving, cataloging, and preparing materials with the necessary barcodes, labels, and protective covers. By purchasing pre-processed books and materials, most of these positions will be re-assigned to Library divisions that provide direct customer service and programming.

The equipment and services for these initiatives is available on state term contracts. Due to the libraries being partially opened due to COVID-19, it is recommended that these enhancements start now so they will be available for public use in early FY 2021.

Outside Agency Funding

At the March 8, 2016 meeting, the Board reviewed agencies that provided contracted services to the County to ensure that the services provided aligned with County priorities and initiatives and to provide budget oversight and contract compliance. To ensure outside agency contracts receive continuous oversight, Fiscal Policy No. 93-44 requires that as part of the annual budget process a mid-year performance report is presented. Table 7 shows the outside agency funding recommendations for the FY 2021 Tentative Budget.

Table #7: FY 2020 Adopted Outside Agency Funding & FY2021 Recommendations

Outside Agency	FY 2020 Funding	FY 2021 Recommendation
Legal Services of North Florida	\$257,500	\$257,500
DISC Village	\$222,759	\$222,759
Tallahassee Senior Citizens Foundation	\$179,000	\$179,000
St. Francis Wildlife Association	\$71,250	\$71,250
Tallahassee Trust for Historic Preservation	\$63,175	\$63,175
Whole Child Leon	\$38,000	\$38,000
Domestic Violence Coordinating Council	\$25,000	\$25,000
United Partners for Human Services	\$23,750	\$23,750
Oasis Center Commission on the Status Women & Girls	\$20,000	\$20,000
Sustainable Tallahassee	\$8,800	\$8,800
Total	\$909,234	\$909,234

At the March 10, 2020 meeting, the Board approved the proposed outside funding agency contracts at the funding levels reflected in Table #7. In addition to the agencies currently contracted, Be the Solution, Inc. (BTS) has made a request of \$52,500 to Leon County to pay for an increased number of spay and neuter community vouchers. BTS's total request is for \$116,667, with the balance (\$64,167) being requested from the City of Tallahassee. The request emanates from BTS's goal to spay and neuter 7,000 area dogs and

Leon County Fiscal Year 2021 Tentative Budget

Budget Overview

cats. According to BTS, the goal of 7,000 spay and neuters is needed to reduce cat colony numbers significantly and shelter intakes.

Two years ago, the County approved a similar funding request from BTS at the June 19, 2018 workshop. BTS requested the City and County provide \$41,565 to the organization on a 45% County and 55% City basis to cover a funding shortfall. The County provided \$16,626 at that time. The contract approved was for one-year and was not planned as a recurring expenditure. Leon County did not provide funding in FY 2020 and due to budget reductions and revenue shortfalls the County is not recommending funding for FY 2021. The City has decided to maintain their FY 2021 budget allocation at the same FY 2020 amount of \$24,939.

Strategic Plan Update

The Board receives biannual status reports on the County's five-year Strategic Plan at both the Budget Workshop and Annual Board Retreat. The mid-year status report on the FY 2017- FY 2021 Plan presented the County's progress to date as of March 31, 2020. The progress on several initiatives has been delayed due to the impacts of COVID-19. Included in the status report is a detailed update on the County's 88 Strategic Initiatives, program or area specific projects that align with the County's Strategic Priorities to serve and strengthen the community. As shown in Table #8, as of the writing of this mid-year status report, a total of 70 (80%) of the Strategic Initiatives have been completed, with the remaining 18 (20%) in progress.

Table #8: Status of the Strategic Initiatives

Timeline	Complete	In Progress	Total
Summary Report	70	18	88
Status by Strategic Priority			
Economy	17	3	20
Environment	17	4	21
Quality of Life	16	7	23
Governance	20	4	24

The midyear status report also provided an update on the County's bold goals and five-year targets. These goals and targets align with each priority area and communicate to the public and staff throughout the County the specific results that are expected for achievement through the collective execution of our Strategic Initiatives. The progress on several goals and targets have been impacted due to the impacts of COVID-19.

The Board will receive a complete update on the County's progress on the five-year plan as part of the next Annual Board Retreat scheduled for January 2021.

Conclusion

As conveyed in this item, the global COVID 19 pandemic is a human tragedy of historic proportions which has had an unprecedented economic impact resulting in a global recession. In the United States, we are currently experiencing the human costs of lives lost and livelihoods upended. As a country, we have reached levels of unemployment not experienced since the Great Depression of the 1930s. Like the larger economic picture, the effects of the pandemic on Leon County finances have been without precedent. Without federal funding to replace lost revenues, the impacts on the current and next fiscal year will be severe. Forecasted County revenues including sales, gas, and tourism taxes show Leon County losing a combined \$17 million in FY 2020 (\$6.9 million) and FY 2021 (\$10.1 million). While the economic disruption caused by the pandemic has had devastating impacts on sales, gas and tourism taxes, property taxes have not been similarly impacted for the current fiscal year and are not anticipated to be impacted for the upcoming fiscal year. However, because property tax revenues are based on valuations from the previous year, it is unknown what the property tax impacts from the pandemic might be in the following fiscal years.

Leon County Fiscal Year 2021 Tentative Budget**Budget Overview Highlights**

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Budget Overview Highlights

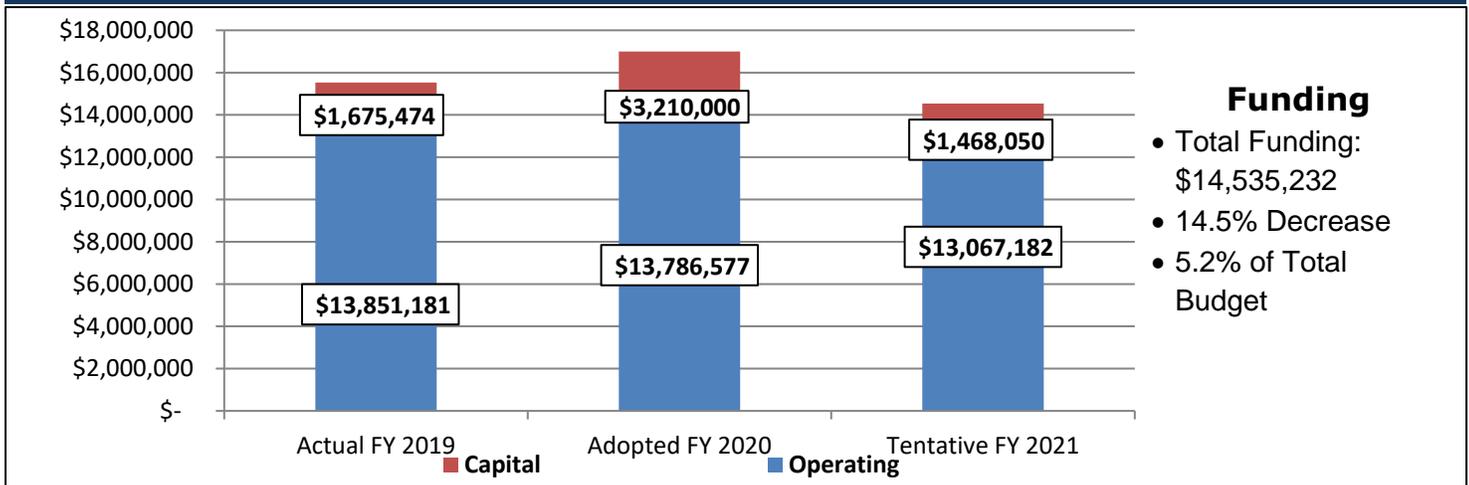
Culture & Recreation

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

County Fact: The Chaires Eagles, part of Leon County's Pop Warner Football Program, earned the Division III Super Bowl Championship and defeated teams from as far away as Spokane, Washington, and Raleigh, North Carolina.



Culture & Recreation Funding FY 2019 thru FY 2021



Funding

- Total Funding: \$14,535,232
- 14.5% Decrease
- 5.2% of Total Budget

FY 2021 Culture & Recreation Highlights

- Implementation of radio frequency identification technology (RFID) which uses self-checkout machines and a collection management service to manage print, media and digital content. Both implementations will allow for the elimination of 12.5 vacant positions in the library generating \$350,000 in annual savings.
- Savings from the transition to a private security contractor for security services at the Main Library instead of a Sheriff's office deputy. The cost savings will be \$175,489 annually.
- \$500,000 for Parks Capital Maintenance and Greenway Capital Maintenance.
- \$500,000 from Livable Infrastructure For Everyone (L.I.F.E) funding for parks maintenance and for boat landing upgrades (\$125,000).
- \$287,550 in funding to continue the implementation of park master plan at Apalachee Regional Park.

Leon County Fiscal Year 2021 Tentative Budget

Budget Overview Highlights

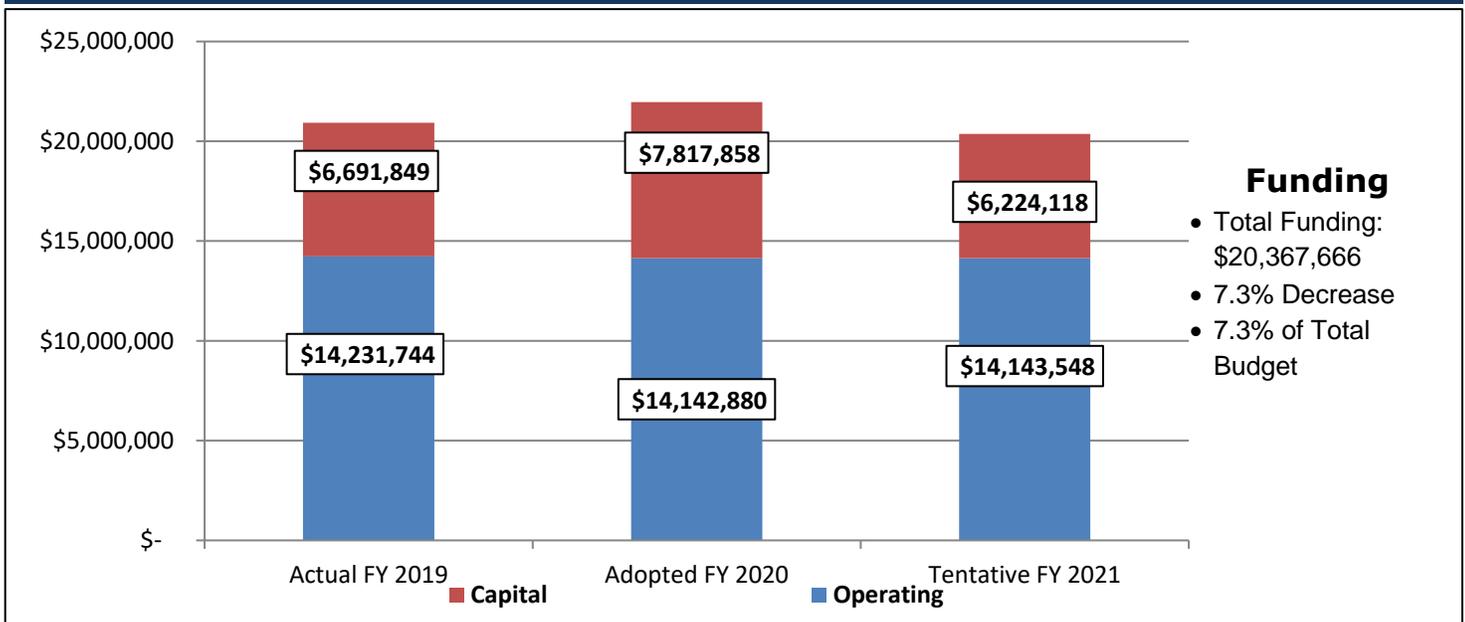
Transportation

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

County Fact: Leon County Public Works leveraged \$861,000 in federal grants for road safety and accessibility improvements in FY 2019.



Transportation Funding FY 2019 thru FY 2021



FY 2021 Transportation Highlights

- \$3.49 million for resurfacing portions of the County's arterial/collector and local roads system.
- \$2.79 million for Transportation and Stormwater Improvement projects including Maylor Road
- \$1.25 million for the Sidewalk Program in the unincorporated areas of the county.
- \$481,573 for Lexington Pond Retrofit stormwater project.
- \$372,000 for Public Works Replacement Equipment.
- \$135,000 for Arterial & Collector Pavement markings.
- \$100,000 in Livable Infrastructure for Everyone (L.I.F.E.) to support of the County's Street Lighting Program in the unincorporated area.

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Budget Overview Highlights

Public Safety

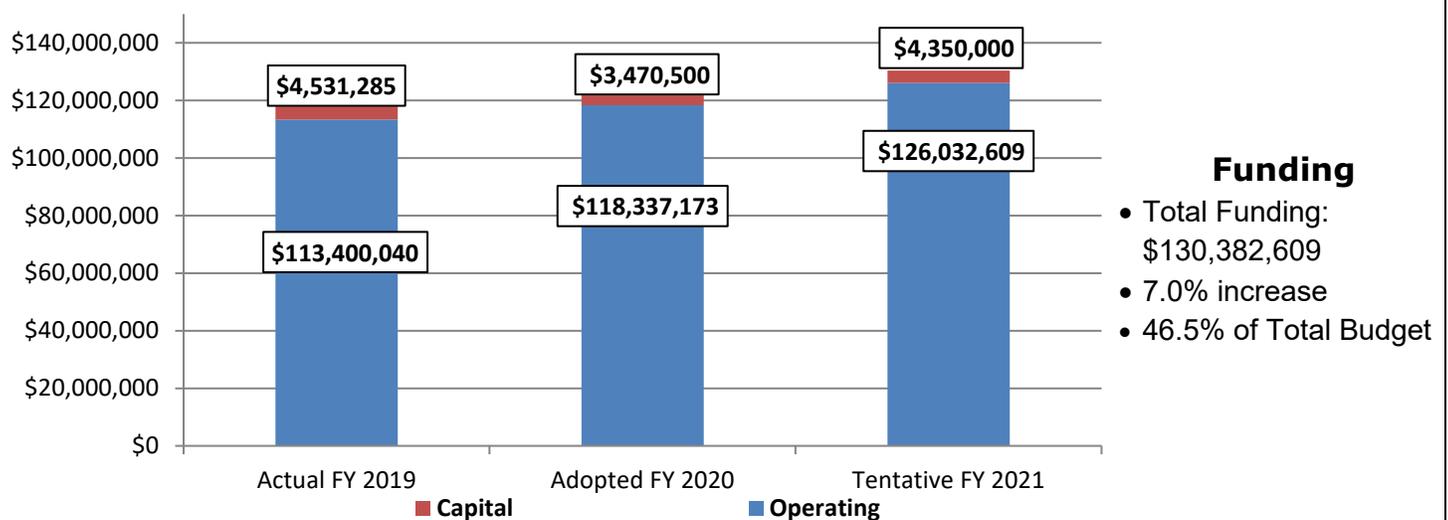
A broad range of services that ensure the security of both persons and property, provided by Leon County, including:

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



County Fact: Emergency Management reviewed emergency plans for 48 healthcare facilities and conducted public education and outreach programs for community groups in 2019.

Public Safety Funding FY 2019 thru FY 2021



FY 2021 Public Safety Highlights

- 86.4% of the total Public Safety budget is allocated to: Sheriff Law Enforcement (\$44,410,582) and Jail/Corrections (\$43,807,691) including the addition of two positions, a Training and Wellness Specialist and an IT Analyst; Emergency Management (\$1,654,700); and Emergency Medical Services (\$23,248,274).
- \$2.9 million in Detention Center capital improvements.
- \$1.23 million in EMS replacement vehicles and equipment.
- Funding for one and a half crews for Emergency Medical Services (EMS) to meet the demand of increased call volumes; a full crew paid by hospital transport fees to address off-site emergency room hospital transports.
- The budget also contemplates the expense neutral transfer of maintenance of the detention center from the Sheriff's Office to the County Division of Facilities Management.

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Budget Overview Highlights

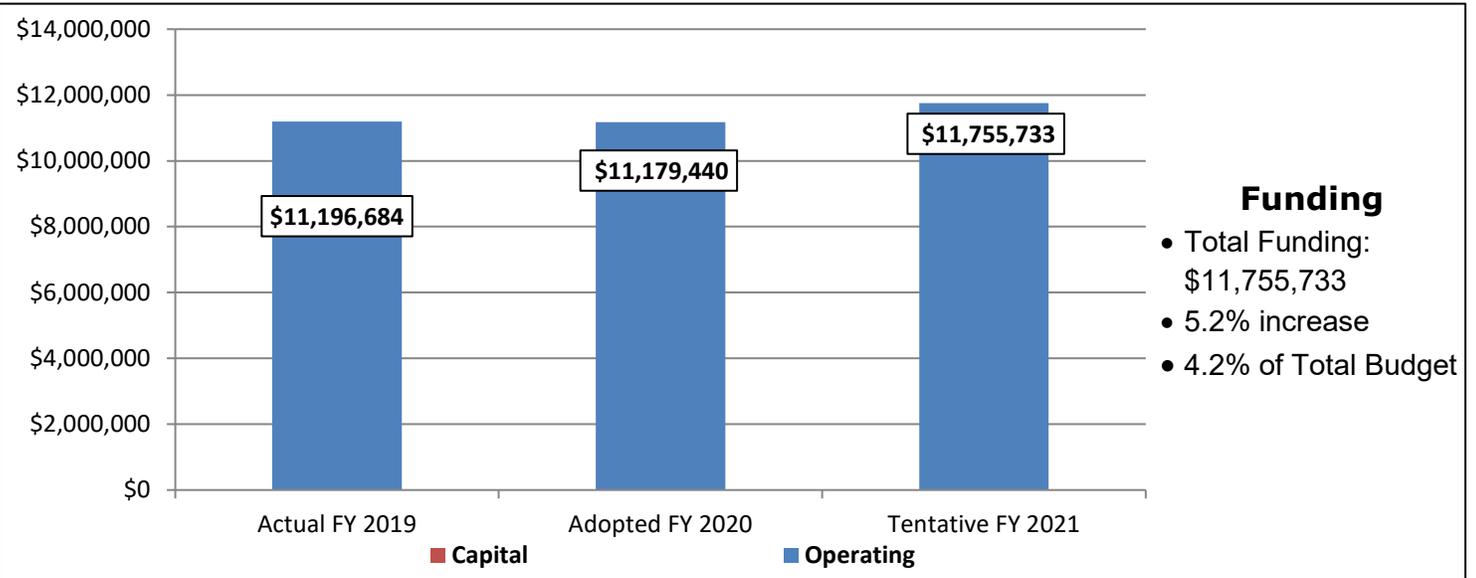
Human Services

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

- **County Fact:** The County increased Community Human Service Partnership (CHSP) funding by \$145,000 for agencies that provide services to the expanded Promise Zone area to bring the total CHSP funding to \$1.44 million



Human Services Funding FY 2019 thru FY 2021



FY 2021 Human Services Highlights

- \$3.43 million allocated for the continued support of Medicaid, an increase of \$393,578 for FY 2021.
- \$1,739,582 in support of Primary Health Care.
- \$237,345 allocated in support of the Health Department.
- \$177,434 in contractual costs for the Medical Examiner.
- 100,000 in continued funding to support debt service for the capital construction of the Kearney Center.
- Elimination of the Mosquito Control Hand Fogging Program for a savings of \$43,000 annually.

Leon County Fiscal Year 2021 Tentative Budget

Budget Overview Highlights

Physical Environment

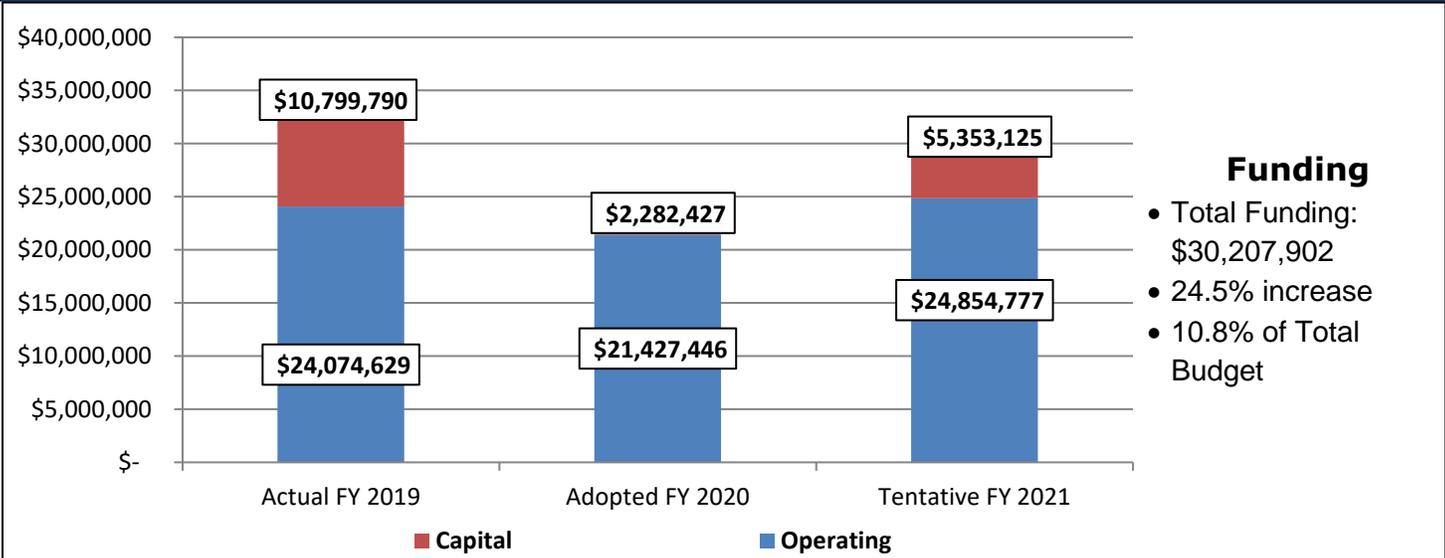
A broad range of services provided by Leon County that achieve a satisfactory living environment by controlling and utilizing elements of the environment, including:

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

County Fact: Solid Waste processed 11,333 tons of yard debris from Leon County residents and generated mulch for community use in 2019.



Physical Environment Funding FY 2019 thru FY 2021



FY 2021 Physical Environment Highlights

- \$509,000 in funding to enhance the County's Accela permit tracking system to reduce permitting time frames.
- \$436,000 for Transfer Station Heavy Equipment Replacement.
- \$442,331 in continued funding in support of Cooperative Extension.
- \$388,000 for a loader at the Solid Waste Transfer Station.
- \$345,000 for preventative maintenance for stormwater infrastructure throughout the County.
- \$298,500 for the Geographic Information Systems (GIS) Basemap Update.
- \$208,000 for Stormwater Vehicle and Equipment replacement.
- \$150,852 in funding for Transfer Station Improvements.

Leon County Fiscal Year 2021 Tentative Budget

Budget Overview Highlights

Economic Environment

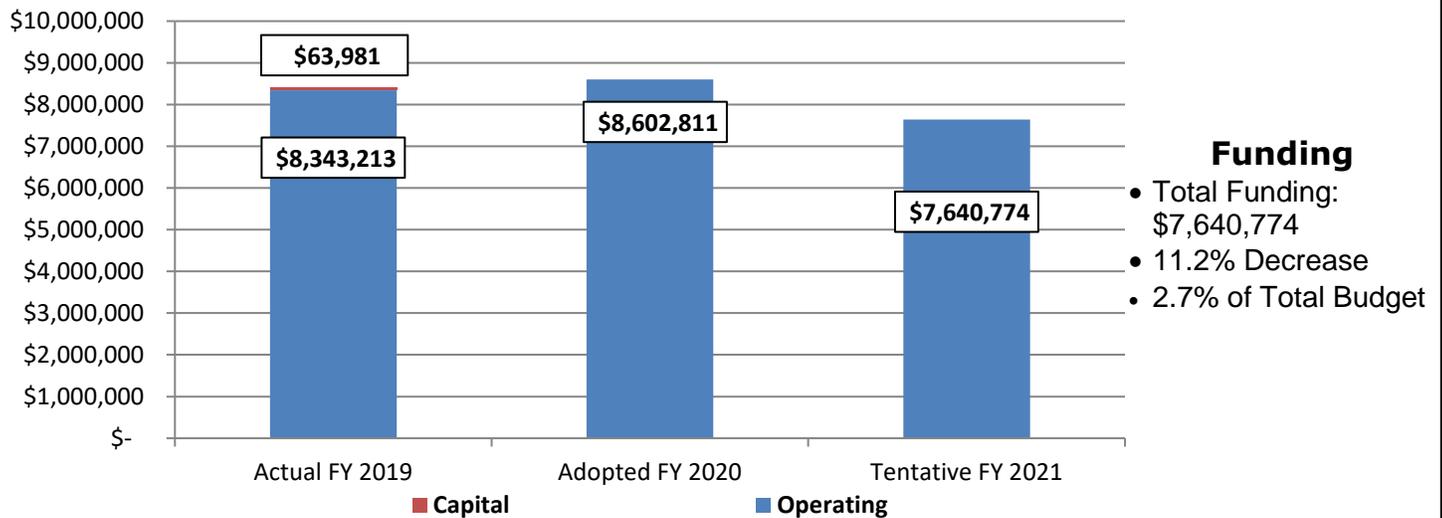
A broad range of services provided Leon County designed to develop and improve the economic condition of the community and its citizens, including:

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



County Fact: Counseled over 35 citizens on housing services in partnership with the Tallahassee Lenders Consortium and assisted over 50 citizens through the Emergency Short Term Housing Repair Program.

Economic Environment Funding FY 2019 thru FY 2021



FY 2021 Economic Environment Highlights

- Due to the COVID-19 Pandemic, Tourist Development Tax revenue is projected to be \$1.4 million (25%) less in FY2021. To offset the revenue shortfall, budget reductions were made to marketing activities, Amphitheater Concert Series funding, event grants, staff travel, and contractual services which support the operation.
- \$3,518,010 in funding for the Community Redevelopment Agency (CRA), an increase of \$784,470 to cover the Frenchtown and Downtown CRA Districts increase in property values of 42.9% and 13.25%, respectively.
- Adopted the “Human Services Emergency Assistance Programs” policy for the Direct Emergency Assistance (DEAP) and Veteran Emergency Assistance (VEAP) Programs which allows for realignment of existing funding (\$100,000) between DEAP and VEAP Programs.
- \$305,873 for continued funding for the Veteran’s program.

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Budget Overview Highlights

Court Related Services

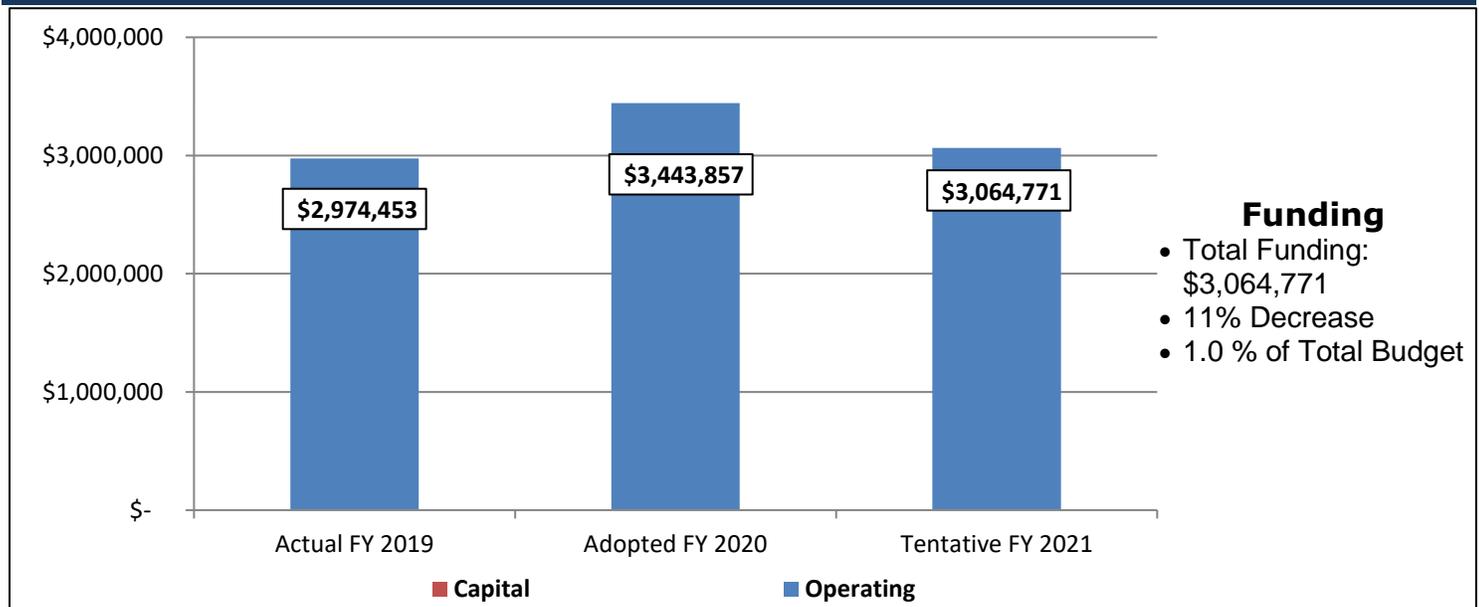
A broad range of services provided by the Judicial Branch of Leon County government in accordance to Article V of the state constitution, including:

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

County Fact: *Administered more than 24,100 alcohol and drug tests for court ordered County probationers and defendants released while waiting trial.*



Court Services Funding FY 2019 thru FY 2021



FY 2021 Court Services Highlights

- \$1,174,781 in funding for the state Juvenile Justice detention payment, a decrease of \$392,987.
- \$260,115 for technology for the State Attorney and Public Defender.
- \$133,820 for courtroom technology.
- \$90,000 for courtroom minor renovations and common area furnishings.
- \$35,000 for Courthouse security.
- Continued funding of Teen Court, Law Library, Legal Aid, and the Guardian Ad Litem (GAL) program.
- The actuals and budgets do not reflect all the costs related to Article V, which for FY 2019 was \$9.62 million.

Leon County Fiscal Year 2021 Tentative Budget

Budget Overview Highlights

General Government Services

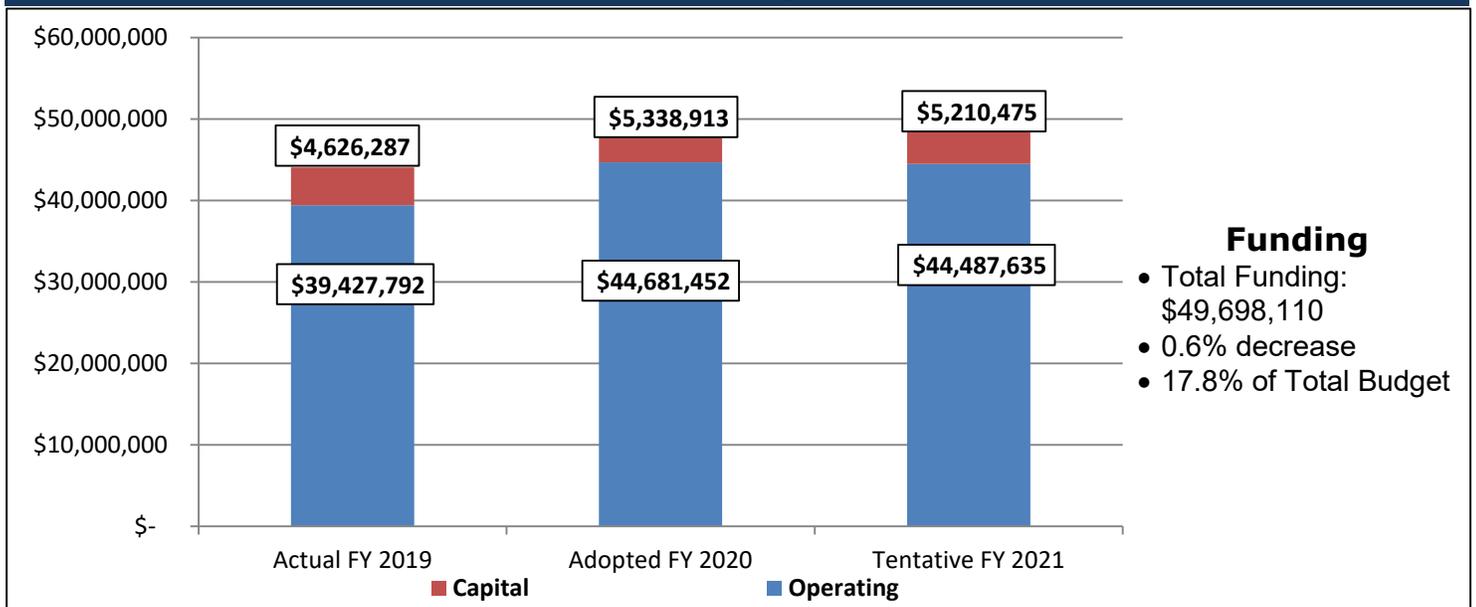
A broad range of general services associated with operating the Leon County government, including:

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



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

General Government Funding FY 2019 thru FY 2021



FY 2021 General Government Highlights

- \$15,461,692 in support of the Property Appraiser (\$5,215,123), Tax Collector (\$5,462,992) and the Supervisor of Elections (\$4,458,035), a decrease of \$1.06 million of the non-presidential preference primary election.
- \$1,066,000 for building mechanical repairs & replacements and roofing repairs and replacements.
- \$273,000 for building general maintenance repairs and infrastructure improvements.
- \$550,000 for compute infrastructure such as the digital phone system, maintaining file servers, and the network infrastructure.
- \$300,000 for general vehicle and equipment replacement.
- Approved an energy savings contract (ESCO) for \$17 million which will pay for the replacement of outdated and energy inefficient capital equipment. The project will be funded through related energy savings over the life of the new equipment of which \$650,000 is budget in the capital fund this year.

Leon County Fiscal Year 2021 Tentative Budget

Budget Overview Highlights

Other Expenses & Debt Services

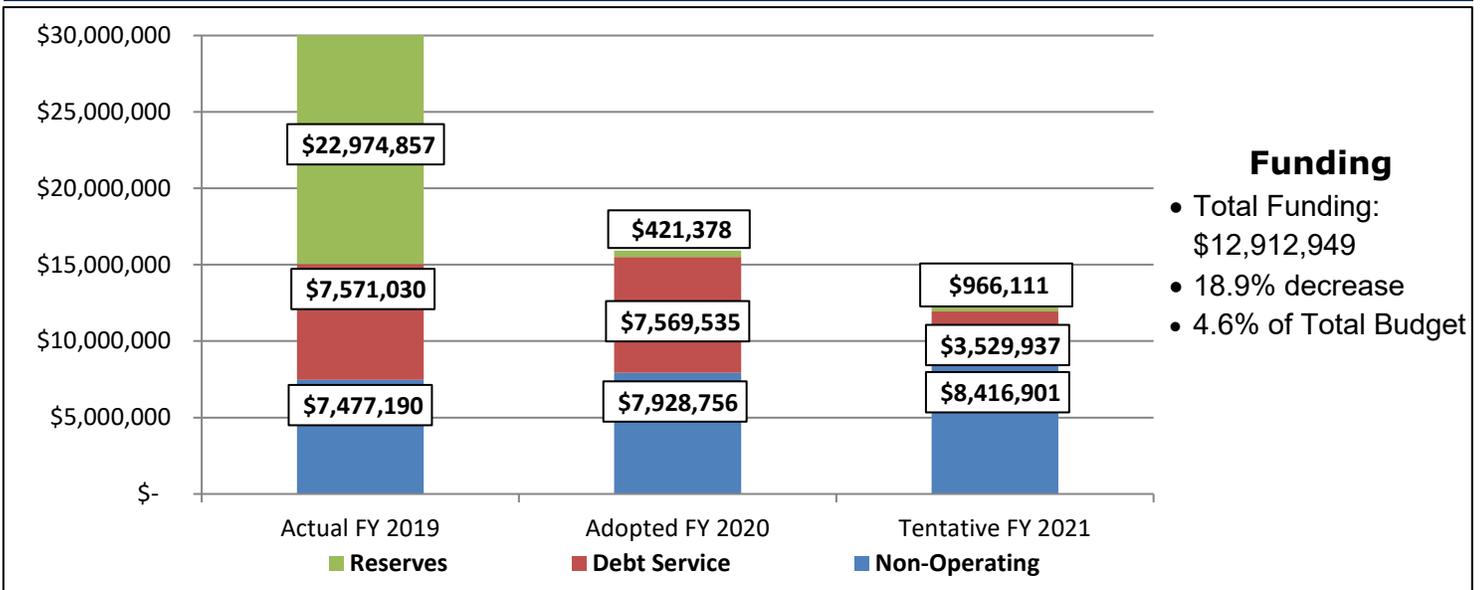
Non-operating funding is for those activities for which costs do not apply solely to any specific County department's function, but are either applicable to the operation of County government as a whole, or are provided for the public good. Non-Operating expenditures support:

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



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

Non-Operating & Debt Service Funding FY 2019 thru FY 2021



Funding

- Total Funding: \$12,912,949
- 18.9% decrease
- 4.6% of Total Budget

Debt Service / Reserves

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

In Fiscal Year 2020/2021, Leon County budgeted \$3,268,180 for debt service and represents a 56.8% decrease from FY2019/2020 budget due to the retirement of Series 2012A & Series 2012B Capital Improvement Revenue Bonds. In FY 2021, a portion of debt savings (\$1.23 million) has been allocated to EMS and Solid Waste to eliminate the need for tax and fee increases for these services.

Leon County budgeted \$966,111 for reserves in Fiscal Year 2020/2021. This allocation represents approximately 0.3% of the total Fiscal Year 2020/2021 budget.

Leon County Fiscal Year 2021 Tentative Budget

Service Cost Distribution of Ad Valorem Taxes

Monthly Costs for Government Services: Average Value Single Family Home in Leon County

The following table shows the monthly costs for County Government services paid for with property tax revenue. The example depicts the FY 2021 average taxable value¹ (\$128,241) of an average assessed² home (\$178,241) with a \$50,000 homestead exemption as specified in the January 2008 voter approved property tax reform referendum.

Services	FY 2021 Ad Valorem Tax Bill \$1,130	FY 2021 Monthly Cost	FY 2021 Percent of Ad Valorem Taxes
Sheriff - Law Enforcement	290.04	24.17	25.67%
Sheriff - Corrections	242.23	20.19	21.44%
Facilities Management	74.00	6.17	6.55%
Emergency Medical Services	69.29	5.77	6.13%
Health & Human Services	60.86	5.07	5.39%
Library Services	43.24	3.60	3.83%
Tax Collector	35.80	2.98	3.17%
Management Information Services	34.27	2.86	3.03%
Property Appraiser	34.18	2.85	3.02%
Other Non-Operating/Communications	30.38	2.53	2.69%
Supervisor of Elections	29.22	2.43	2.59%
Other Criminal Justice (Probation, DJJ, Diversion)	26.62	2.22	2.36%
Community Redevelopment - Payment	23.06	1.92	2.04%
Capital Improvement	22.93	1.91	2.03%
Administrative Services ³	22.67	1.89	2.01%
Veterans, Volunteer, Planning, Economic Development	15.09	1.26	1.34%
Board of County Commissioners	12.53	1.04	1.11%
Geographic Information Systems	11.76	0.98	1.04%
800 MHz Radio Communication System	11.06	0.92	0.98%
Clerk of Circuit Court	8.42	0.70	0.74%
Court Administration and Other Court Programs ⁴	7.74	0.64	0.68%
Financial Stewardship ⁵	7.04	0.59	0.62%
Mosquito Control	5.29	0.44	0.47%
Risk Allocations	5.18	0.43	0.46%
Sustainability/Cooperative Extension	5.07	0.42	0.45%
Budgeted Reserves	1.38	0.11	0.12%
Line Item Agency Funding	0.66	0.05	0.06%
Total	\$ 1,130.00	\$ 94.17	100.00%

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

2. The Assessed Value is the value of property as calculated under the Save Our Homes (SOH) cap, which for FY 2020 is 2.3%.

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

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

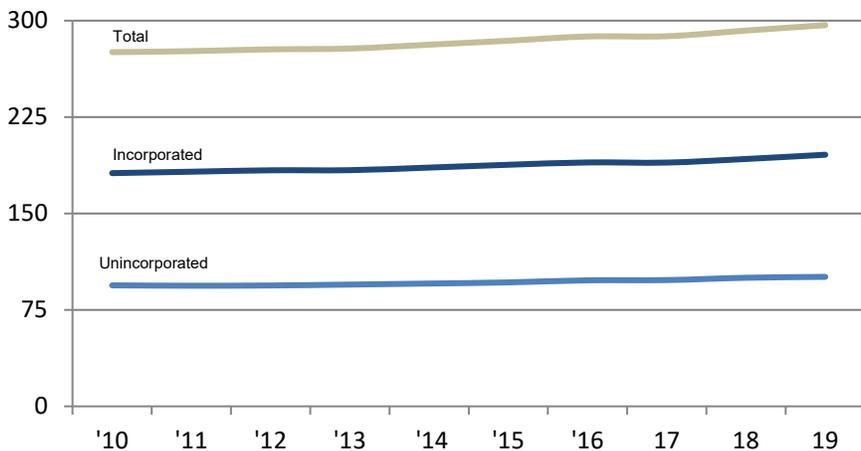
5. Financial Stewardship includes: Office of Management and Budget (OMB), Real Estate, and Purchasing.

Leon County Fiscal Year 2021 Tentative Budget

Community Economic Profile

Population

Thousands



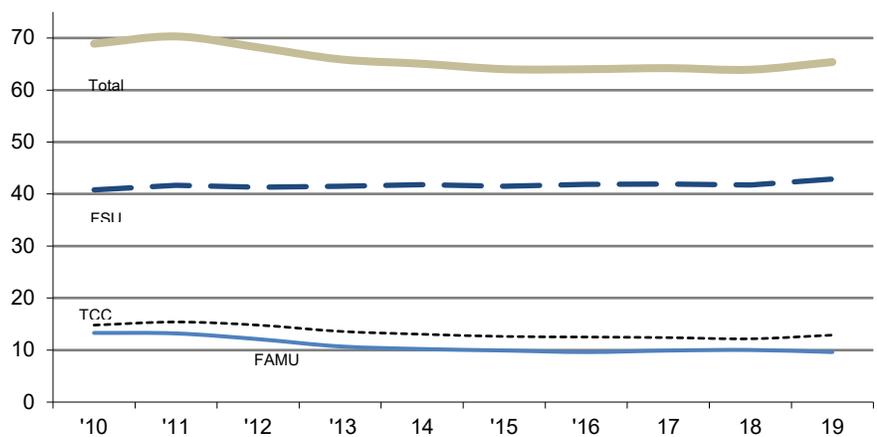
Sources:
 - 2019 Population Estimates and Projections from Tallahassee/Leon County Office of Economic Vitality

According to the 2019 estimates from the Tallahassee-Leon County Office of Economic Vitality, the current Leon County population is 296,499 where 66% represents the incorporated area and 34% represents the unincorporated area. Total county population estimates grew by 1.43% from 2018. According to 2019 estimates, the total population has seen a 7.63% increase since the 2010 Census.

Leon County had the highest growth rate of neighboring counties at (7.63%) since the 2010 Census. Wakulla (9.63%), Gadsden (-1.57%) and Jefferson (-3.49).

Higher Education Enrollment

Thousands



Source: - 2019 Population Estimates and Projections from Tallahassee/Leon County Office of Economic Vitality

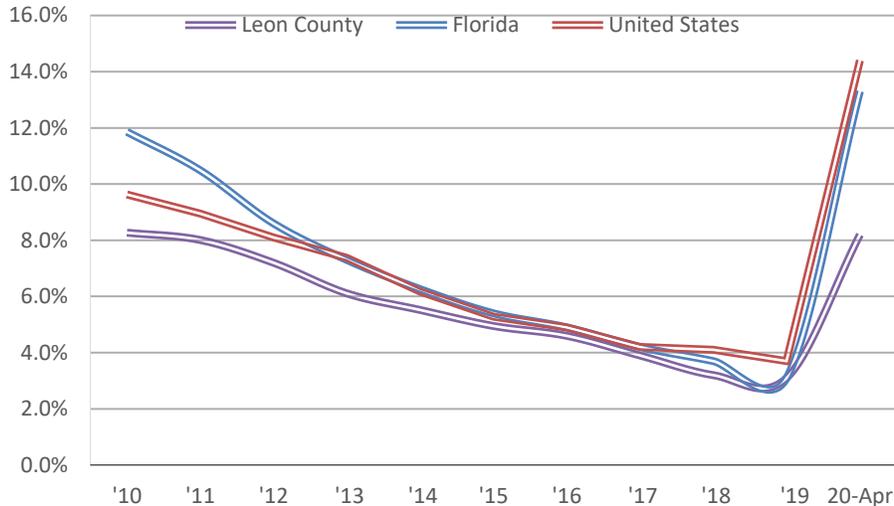
Three institutions of higher learning are located in Tallahassee: Florida State University (FSU), Florida Agricultural & Mechanical University (FAMU), and Tallahassee Community College (TCC). Total enrollment for Fall 2019 was 65,383, a increase of 1,471 students from Fall 2018.

Fall 2019 enrollment shows an increase of 2.78% for FSU, TCC shows an increase in enrollment for Fall 2019 of 5.81%. while FAMU has seen a decrease of -3.94% for Fall 2019.

Leon County Fiscal Year 2021 Tentative Budget

Community Economic Profile

Unemployment Statistics



*Source: 2020 Office of Economic Vitality, Workforce and Income Unemployment Rate Annual Average

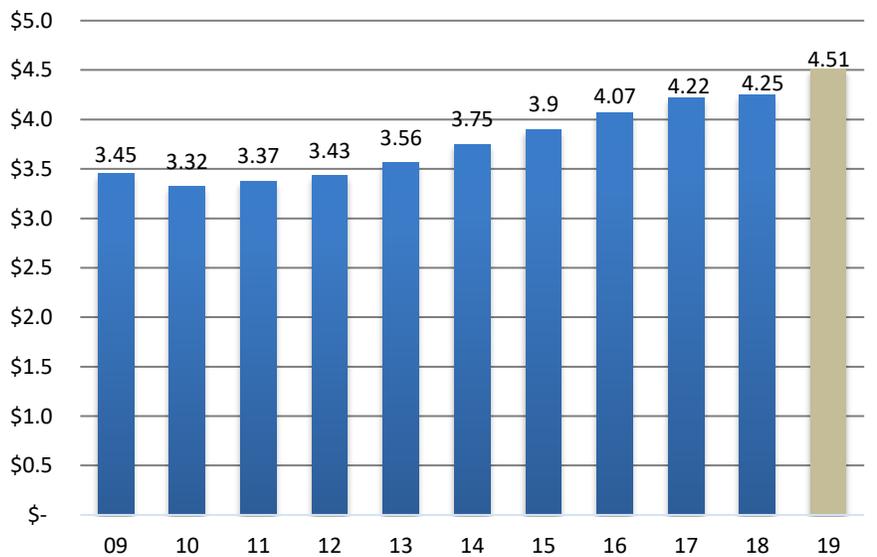
Unemployment rates are a traditional indicator of economic health. Leon County's unemployment rate has remained below the state and national averages for the past ten years. The unemployment rate decreased in 2005 and 2006. In 2008, a troubled economy caused unemployment to rise nationwide. In 2010,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

Florida's unemployment rate has been declining since 2011, when the rate was 10.49%. However, due to COVID-19 Local Area Unemployment Statistics data shows MSA employment fell 15.4% compared to April 2019, while the State dropped 17.9%. Preliminary unemployment rate for MSA was 8.1% in April, which was 5.2 points below the State rate of 13.3%, and 6.3 points below US unemployment rate of 14.4%.

The COVID-19 pandemic and the sustained global economic disruption surrounding the public health emergency has impacted governments, businesses, and individuals across the world. COVID-19 has dramatically changed the local economy and has significantly increased unemployment rates. However, while unemployment has increased, Leon County's unemployment is less than the State and Country.

Taxable Sales

Billions



Source: Source: 2019 Office of Economic Vitality, Statistical data, Taxable Sales

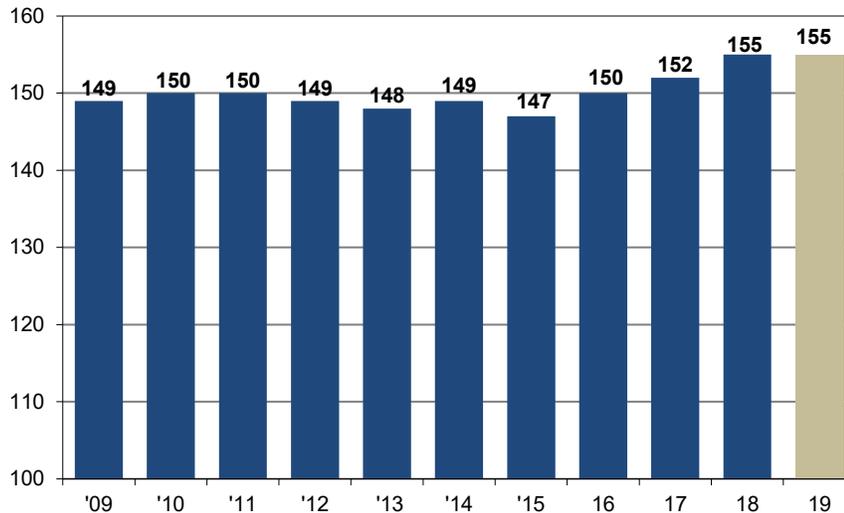
Taxable sales data is popularly used as one indicator of regional economic activity. The data is derived from sales tax returns filed monthly by retail establishments with the Florida Department of Revenue. 2008 marked the beginning of an economic downturn. In 2009, taxable sales decreased 13.91% from the 2008 figure, a substantial drop. In 2010, taxable sales further decreased by 3.75%. In 2011, however, taxable sales increased by roughly \$51 million, or approximately 1.5%, and continued improving with a \$60.3 million increase in 2012. Through 2019 this trend is consistent, and the trend shows it took ten years to return to pre-recession taxable sales levels. In 2019, taxable sales continued to increase by 6.18% or \$263,073,716 million. However, beginning in March 2020 taxable sales declined due to COVID-19's impact on consumer confidence likely reversing the upward trend in 2020.

Leon County Fiscal Year 2021 Tentative Budget

Community Economic Profile

Total County Labor Force

Thousands



Source: 2019 Office of Economic Vitality, Workforce and Income, Labor Force

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

From 2004 to 2010, Leon County's labor force increased at an average of 1.41% annually. This growing trend slowed in 2010 and actually saw a decrease in 2012 and 2015. The total county labor force for 2019 was 155,493, which is an increase of .54% from 2018. This continues the approximate 2% growth trend started in 2016 from 2015.

Employment by Industry – 2009 vs. 2019

Industry	Employees 2009	% Employment	Employees 2019	% Employment	% Change
Government	49,004	35%	61,069	33%	25%
Education and Health Services	17,569	13%	24,131	13%	37%
Leisure and Hospitality	14,622	11%	20,186	11%	38%
Professional and Business Services	16,085	12%	22,675	12%	41%
Trade, Transportation, and Utilities	18,506	13%	24,422	13%	32%
Other Services	5,807	4%	7,816	4%	35%
Financial Activities	6,639	5%	8,250	5%	24%
Construction	5,339	4%	8,349	5%	56%
Manufacturing	1,964	1%	3,312	2%	69%
Information	3,098	2%	2,850	2%	-8%
Total	138,633	100%	183,060	100%	32%

Source: 2019 Office of Economic Vitality, Workforce and Income, Labor Force

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

The percentage of employment in Government has increased since 2009, along with Professional and Business Services, Education and Health Services, and Leisure and Hospitality, which reflects a somewhat more diverse economy. Trade, Transportation, and Utilities have also increased over the ten-year period, while Construction and Manufacturing, showed a slight but steady increase over the same period. Information Services has continued to show decreases.

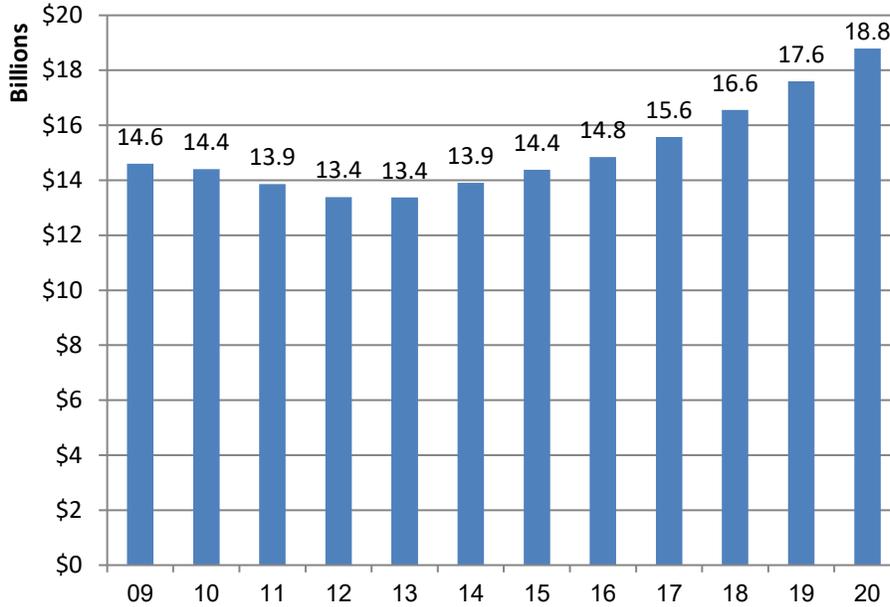
The largest increase over the past decade (in terms of percentage) has been in Manufacturing, Professional/Business Services and Health Services, while Information has seen the largest decrease.

Total employment in these major industries for 2019 is an increase of nearly 32% compared to 2009.

Leon County Fiscal Year 2021 Tentative Budget

Community Economic Profile

Taxable Value

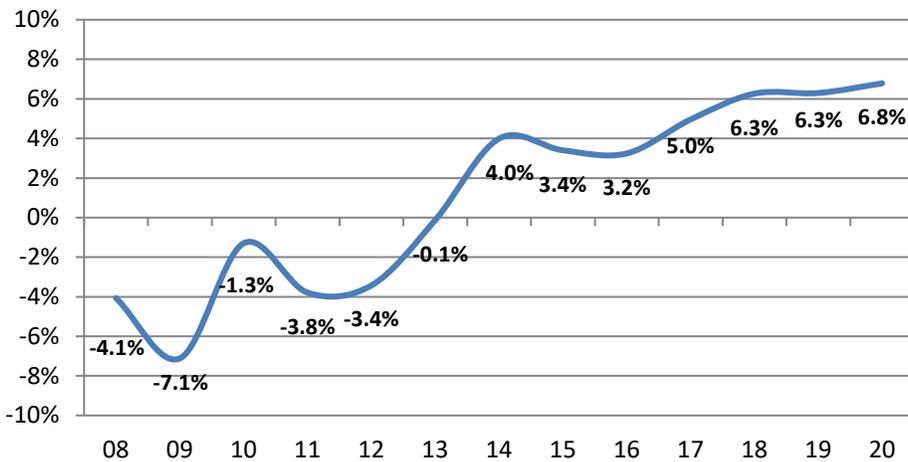


Taxable values increased rapidly from 1998 to 2007 (average annual increase of 9.3%); however, due to property tax reform in 2007, the value of taxable properties fell to \$15.7 billion in 2008. From 2009 to 2012, valuations decreased by \$1.2 billion, or 8.3%. This was largely due to the continuing recession and a repressed housing market. An improved housing market shows values increasing steadily from 2013 onwards. In FY 2018, property values increased by 6.27% from 2017 and 6.30% in FY 2019. Final values provided by the Property Appraiser for July 1, 2020 increased by 6.78%.

Valuations from the prior year ending December 31 are used to develop the next year budget (i.e. 2019 valuations are used to develop the FY 2020/2021 budget).

Source: Certification of Final Taxable Value, Forms DR-403v 2019 figures based on DR-420 Taxable Values provided by Leon County Property Appraiser (July 1, 2020)

Annual Percentage Change in Taxable Value



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

In 2014, taxable value finally saw an increase over the preceding year of 4% indicating an improving property market. Taxable values decreased 3.4% in 2015 and 3.2% in 2016. Taxable value increased 5.0% in 2017 and 6.3% in 2018 and 2019. Final July 1 valuations showed values continued to increase in FY 2020.

Source: Certification of Final Taxable Value, Forms DR-403v 2019 figures based on estimated Taxable Values provided by Leon County Property Appraiser (July 1, 2020)

Leon County Fiscal Year 2021 Tentative Budget

Community Economic Profile

Principal Taxpayers

2018			2019		
Name	Total Taxable Value	Total Taxes	Name	Total Taxable Value	Total Taxes
Smith Interest General Partnership	\$149,365,462	\$2,818,015	Smith Interest General Partnership	\$158,795,886	\$2,966,025
Embarq Florida Inc./ Centurylink	\$90,341,344	\$1,710,238	Capital Regional Medical Center	\$77,445,670	\$1,466,343
Capital Regional Medical Center	\$74,440,284	\$1,420,290	Embarq Florida Inc./ Centurylink	\$77,750,439	\$1,460,502
Florida Gas Transmission Company, LLC	\$81,170,427	\$1,242,368	Florida Gas Transmission Company, LLC	\$77,990,112	\$1,179,937
District Joint Venture, LLC	\$61,822,934	\$1,192,639	District Joint Venture, LLC	\$57,733,813	\$1,103,530
DRA CRT Tallahassee Center, LLC	\$55,859,622	\$1,077,599	Comcast Cablevision	\$52,400,438	\$958,548
Wal-Mart Stores, Inc.	\$51,734,062	\$960,147	Wal-Mart Stores, Inc.	\$51,505,524	\$947,184
Comcast Cablevision	\$51,244,016	\$945,623	DRA CRT Tallahassee Center, LLC	\$48,941,154	\$935,466
Talquin Electric Cooperative	\$59,173,835	\$901,788	Woodlands of Tallahassee, LLC	\$48,407,213	\$925,260
Woodlands of Tallahassee, LLC	\$45,517,836	\$878,094	Talquin Electric Cooperative	\$59,437,606	\$894,725
Total	\$720,699,822	\$13,146,801		\$710,407,855	\$12,837,520

Notes:

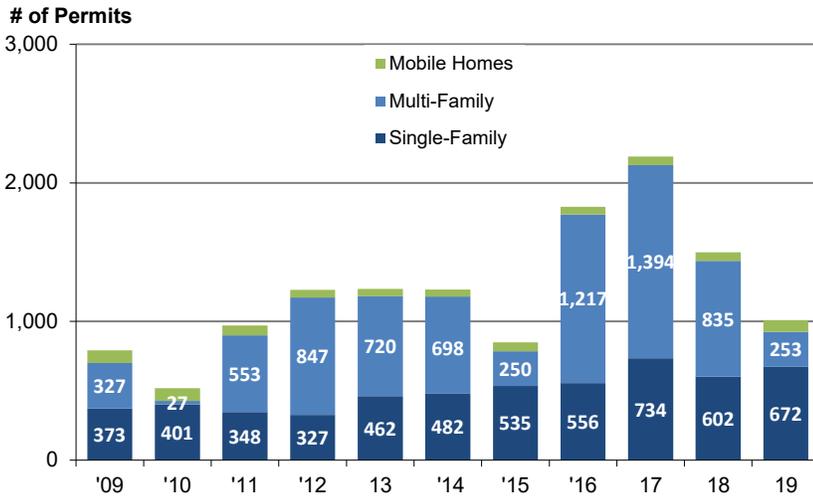
Taxes paid reflect all taxing authorities (i.e. School Board, City, Northwest Water Management District, and the Downtown Improvement Authority).

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

Leon County Fiscal Year 2021 Tentative Budget

Community Economic Profile

Residential Building Permits

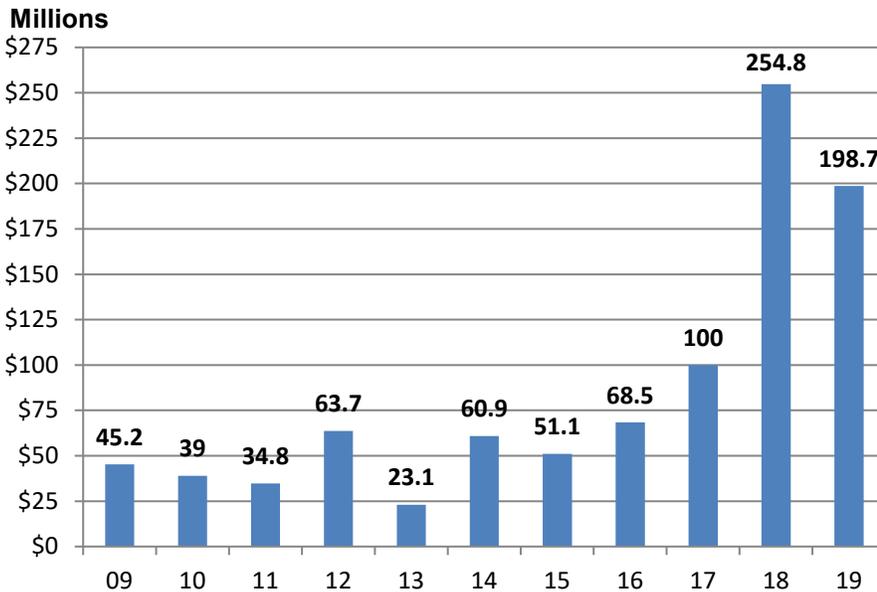


Source: Tallahassee-Leon County Office of Economic Vitality, 2019 Statistical Digest.

2009 begins the housing crisis, with a dramatic decrease in overall permits. By 2010, total Residential Building Permits had decreased by 85% from peak 2005 levels. An increase in 2013 Single-Family permits over 2012 numbers compensated for the decrease in Multi-Family permits. Single-Family permits have remained steady while Multi-Family permits have seen declining numbers from 2017 to 2019.

Residential building permits in 2017 reached the highest annual total since 2007 due to new construction permits for The Lumberyard, Players Club, Stadium Enclave, Quantum on West Call, College Town Phase III and Lullwater. Single-family residential permitting increased in 2019 due to the increase in detached housing market demand. Multi-family permits are attributed to Arbor Trace at Canopy and Arbor Landing at Lake Jackson but declined after a three-year expansion of apartment construction.

Value of Commercial Permits



Source: Tallahassee-Leon County Office of Economic Vitality, 2019 Statistical Digest.

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

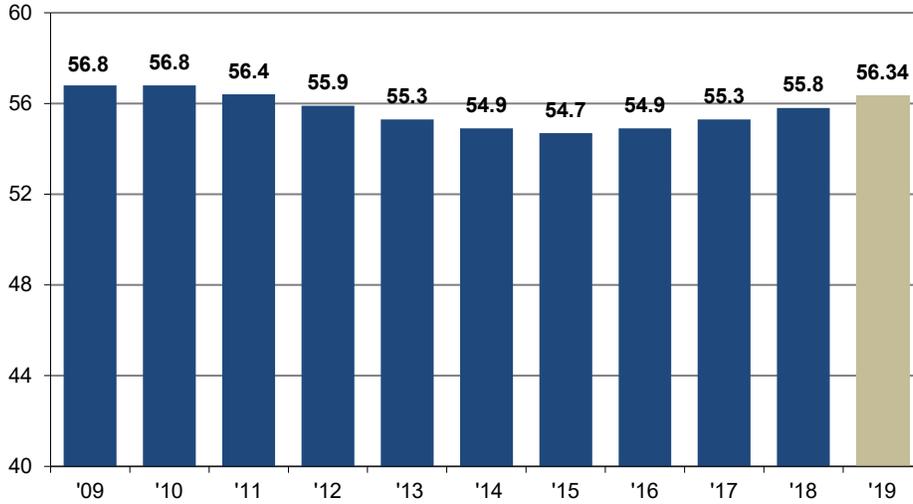
Over the past 10 years, the number of commercial permits and value of these permits have been volatile. The Spike in 2012 was followed by a significant reduction the following year. The 2012 spike can be attributed to three large apartment buildings receiving new construction permits at the same time. The value of permits issued in 2018 is 155% higher than in 2017 and 135% higher than in 2008. This is the first time the value of commercial permitting has reached \$254 million. The increase in value is mostly attributable to the Washington Square Project, which accounts for 37% of total annual commercial permit value. The value of commercial permits issued for new construction in 2019 totaled \$198.7 million. Adjusted for inflation, total commercial permit value in the past five years was \$673 million, while total inflation-adjusted commercial permit value in the prior ten years totaled \$640 million.

Leon County Fiscal Year 2021 Tentative Budget

Community Economic Profile

Homestead Parcels

Hundreds



Source: Property Appraiser, Official Tax Roll Certification

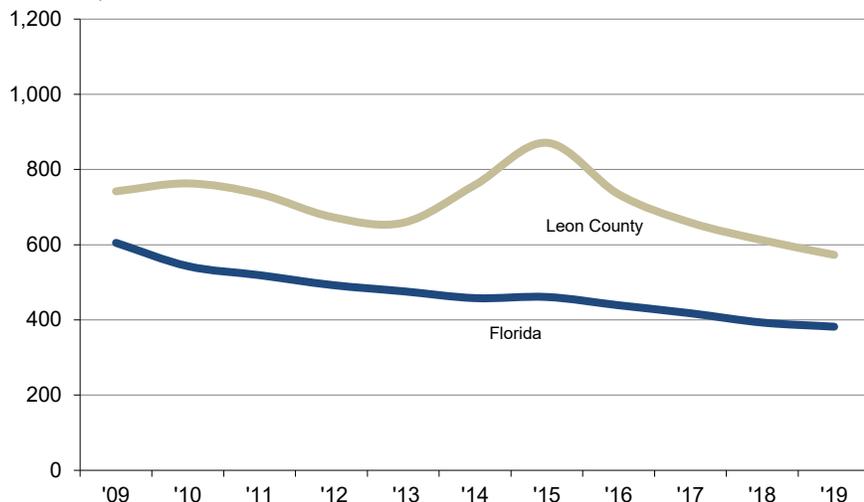
Homestead parcels showed consistent growth between 2002 and 2010, with parcels peaking at 56,829. Beginning with the recession, homestead parcels declined to 54,745 in 2015. Since 2016 homestead parcels have gradually increased and are approximately at the same level as prior to the “Great Recession”.

Leon County Fiscal Year 2021 Tentive Budget

Community Economic Profile

Violent Crime Rate

Per 100,000 Residents

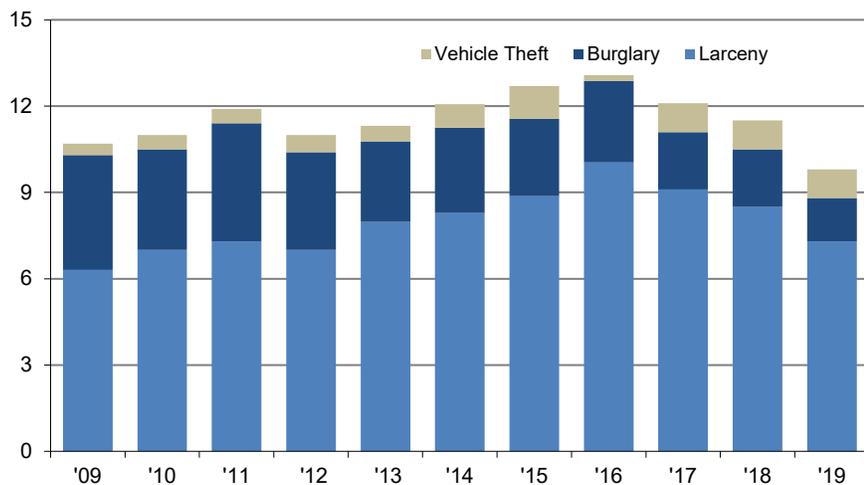


Source: Tallahassee/Leon County Office of Economic Vitality/Florida Statistical Analysis Center, FDLE

Violent Crime consists of murder, sex offenses, robbery and aggravated assault. The 2018 rates saw a 7.1% decrease from the 2017 index. The 2019 figure stands at 573 Violent Crimes per 100,000 residents, a 6.4% decrease from FY 2018. For comparison purposes, the state index of 382 saw a decrease of 2.80%. Leon County's rate has declined to the lowest rate recorded since 1993.

Crimes Against Property in Leon County

Thousands



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

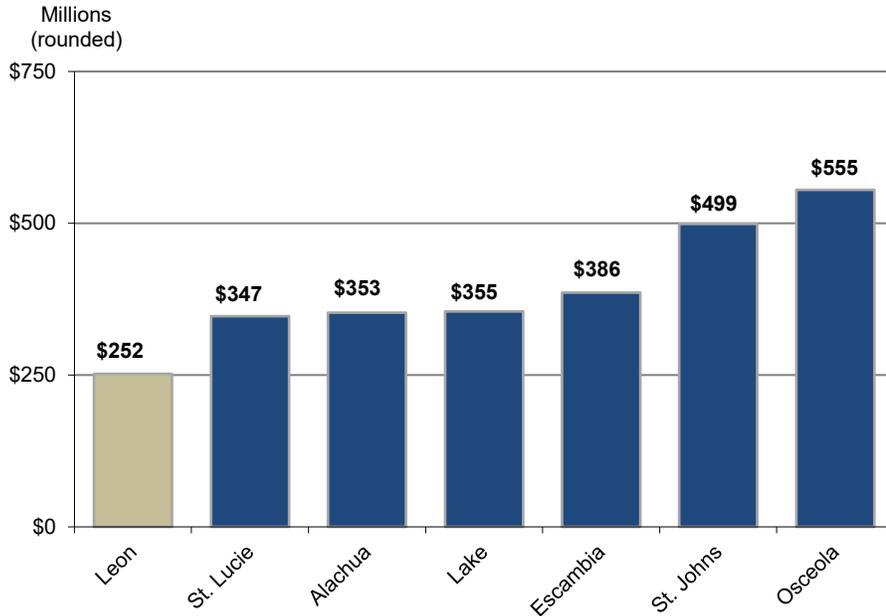
Over a ten-year period, property crimes have average 11,619 per year or an average. Since 2016 Leon County seen a decrease in property crimes and a 14.86% decrease in Property Crime Index between 2018 and 2019.

Leon County Fiscal Year 2021 Tentative Budget

Comparative Data – Like-Sized Counties

Comparative Data for Like-Sized Counties

Total Net Budget (FY20)

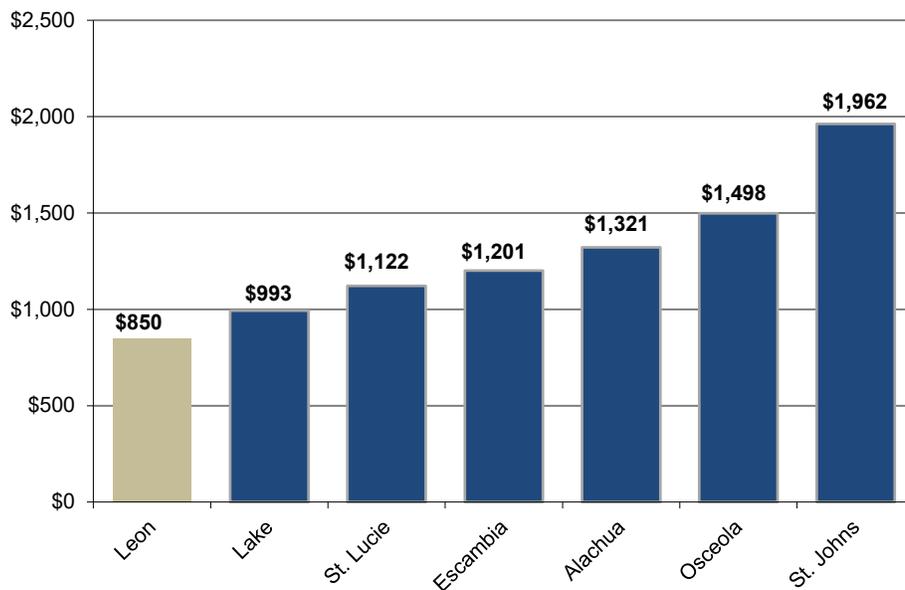


Leon County has the lowest operating budget among like-sized counties, with a net budget of \$252 million. St. Lucie County's net budget is 38% higher than Leon County's.

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

Source: FY 2020 Leon County Office of Management and Budget Survey

Net Budget per Countywide Resident (FY20)



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 (Lake County). St. Johns County spends more than two times the amount per resident than Leon County does.

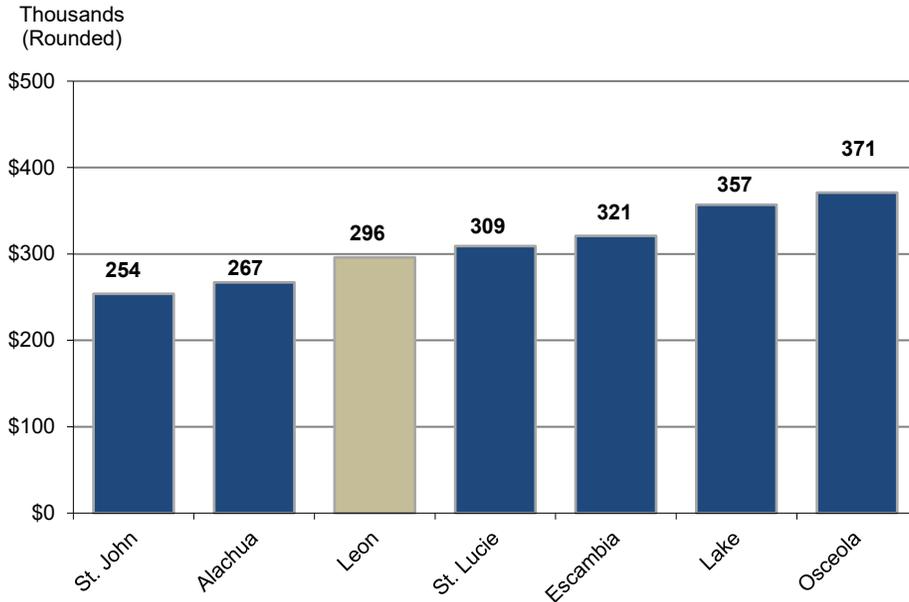
Source: Florida Office of Economic & Demographic Research, 4/1/2020 & FY20 Leon County Office of Management and Budget Survey

Leon County Fiscal Year 2021 Tentative Budget

Comparative Data – Like-Sized Counties

Comparative Data for Like-Sized Counties

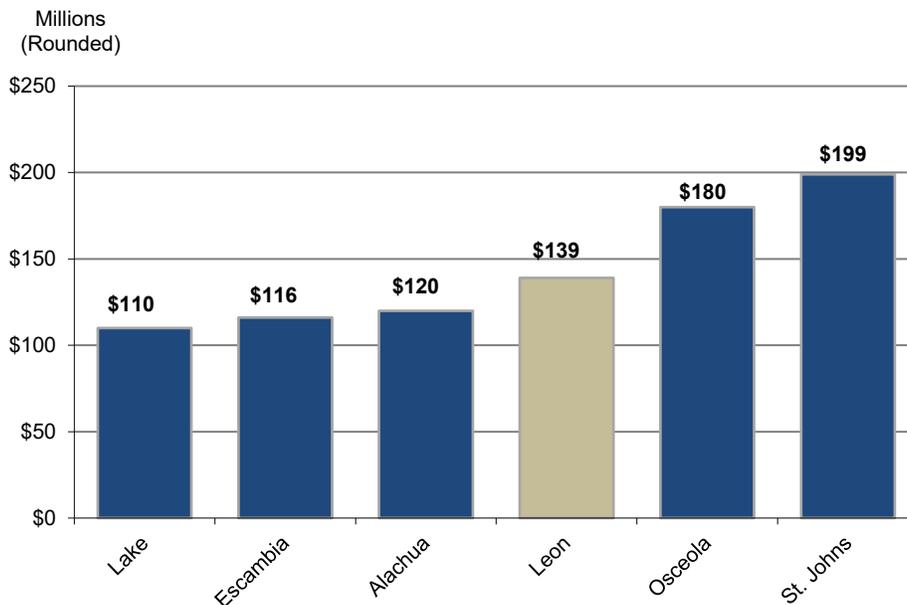
Countywide Population (2019)



Leon County Office of Economic Vitality estimated Leon County 2019 population at 296,499 residents. The selection of comparative counties is largely based on population served.

Source: Office of Economic Vitality, 4/1/2020

Anticipated Ad Valorem Tax Collections (FY20)



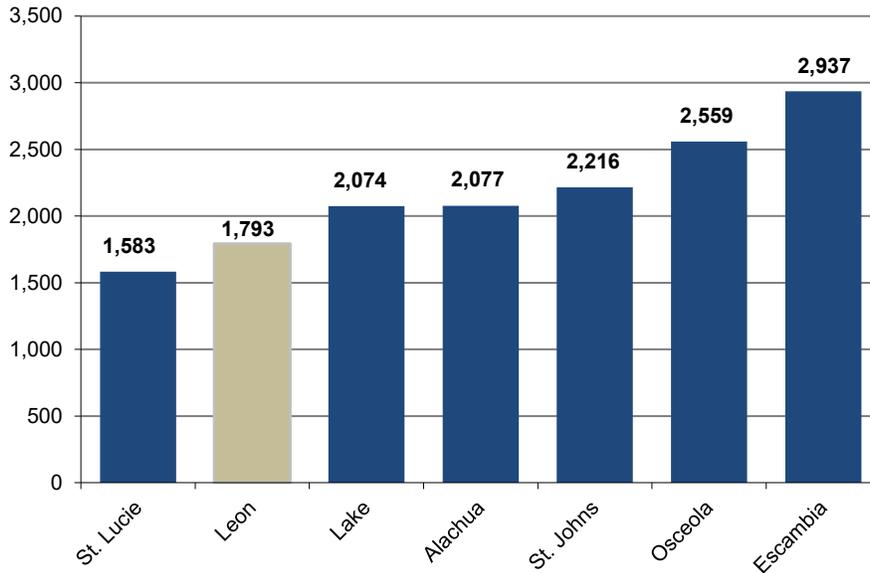
Among the like-sized counties, Leon County collects \$139 million in ad valorem taxes. Leon County collects \$5 million less than the mean collection (\$144 million). Due to the 2008 passage of property tax reform by referendum and enabling legislative actions, ad valorem tax collections rates were significantly impacted in all counties. In addition, decreased property valuations associated with the recession and a repressed housing market will further affect collections in the near term. Ad valorem taxes account for 50% of the County's operating revenue.

Source: Florida Department of Revenue 2020 Taxable Value by County

Leon County Fiscal Year 2021 Tentative Budget

Comparative Data – Liked-Sized Counties

Total Number of County Employees (FY20)

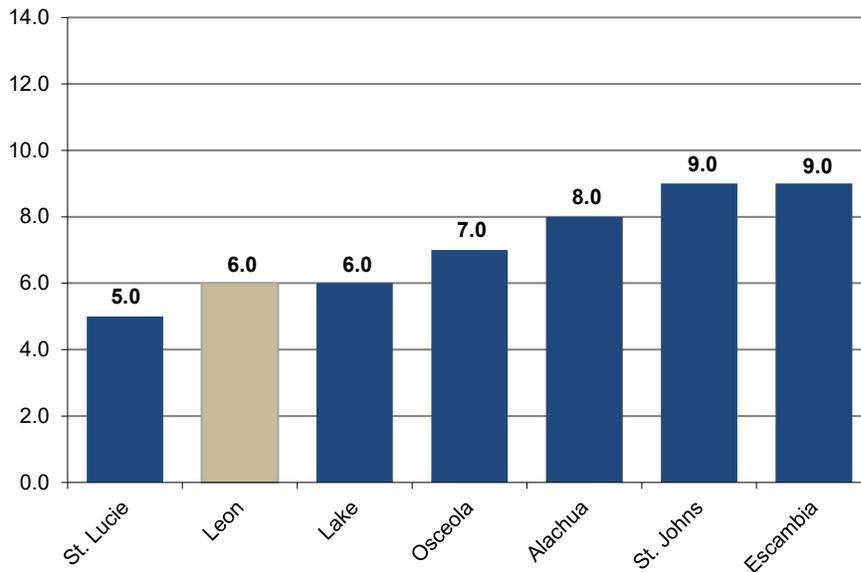


County employees consist of Board, Constitutional, and Judicial Offices. Leon County continues to rank the second lowest number of county employees among like-size counties.

All the comparable counties surveyed reported a higher number of employees than reported in FY19.

Source: FY 2020 Leon County Office of Management and Budget Survey

County Employees per 1,000 Residents (FY19)



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

Source: University of Florida, Bureau of Economic and Business Research & FY 2020 Leon County Office of Management and Budget Survey

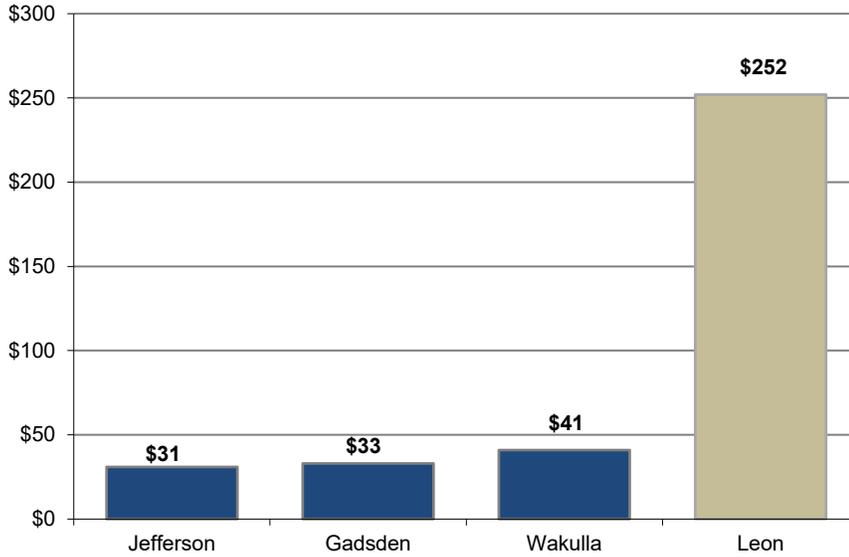
* Comparative Counties updated based on 2019 population estimates. Source: University of Florida, Bureau of Economic and Business Research.

Leon County Fiscal Year 2021 Tentative Budget

Comparative Data – Surrounding Counties

Comparative Data for Surrounding Counties

Total Net Budget (FY20)
Millions

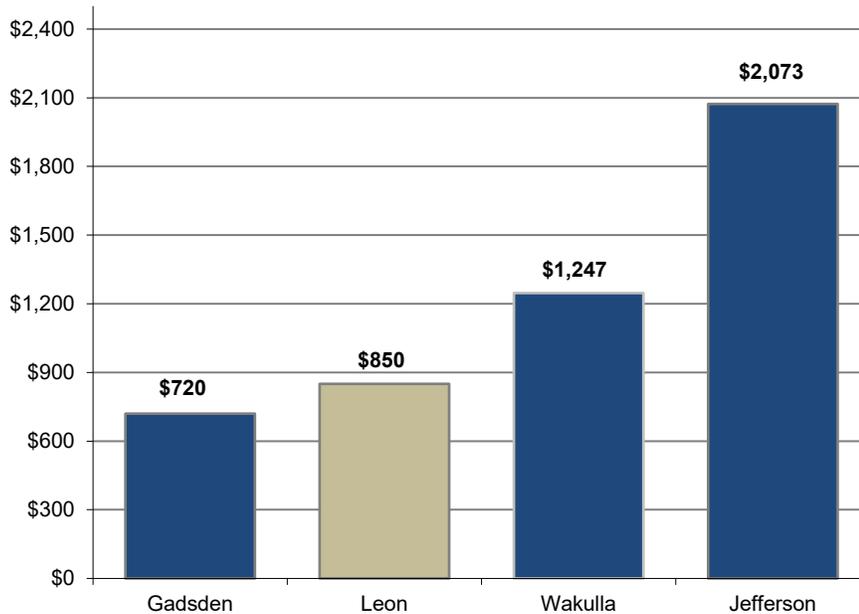


Leon County ranks highest in operating budget among surrounding counties, with a net budget of \$252 million. Jefferson County ranks lowest with a net budget of \$31 million.

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

Source: FY 2020 Leon County Office of Management and Budget Survey

Net Budget Per Countywide Resident (FY20)



Leon County is the second lowest for dollars spent per county resident. Gadsden County spends 15% less per county resident.

Source: University of Florida: Bureau of Economic and Business Research & FY 2020 Leon County Office of Management and Budget Survey

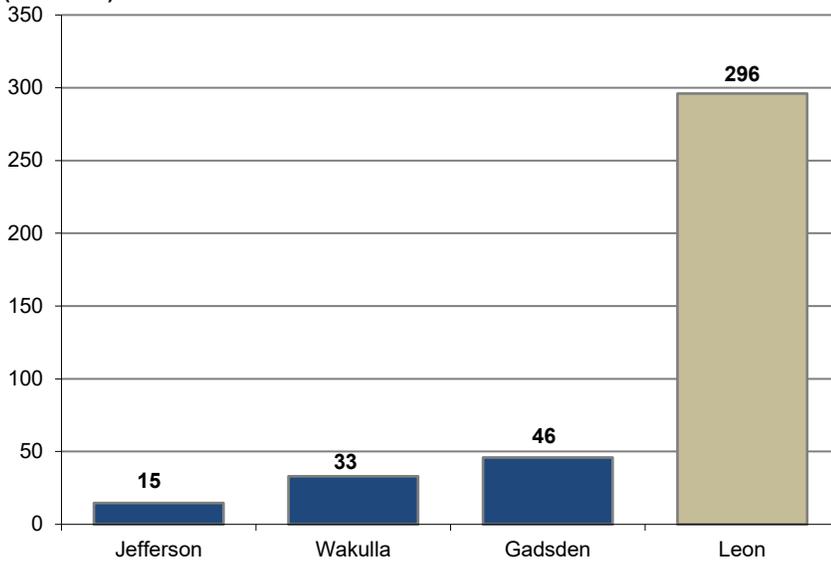
Leon County Fiscal Year 2021 Tentative Budget

Comparative Data – Surrounding Counties

Comparative Data for Surrounding Counties

Countywide Population (2019)

Thousands
(Rounded)

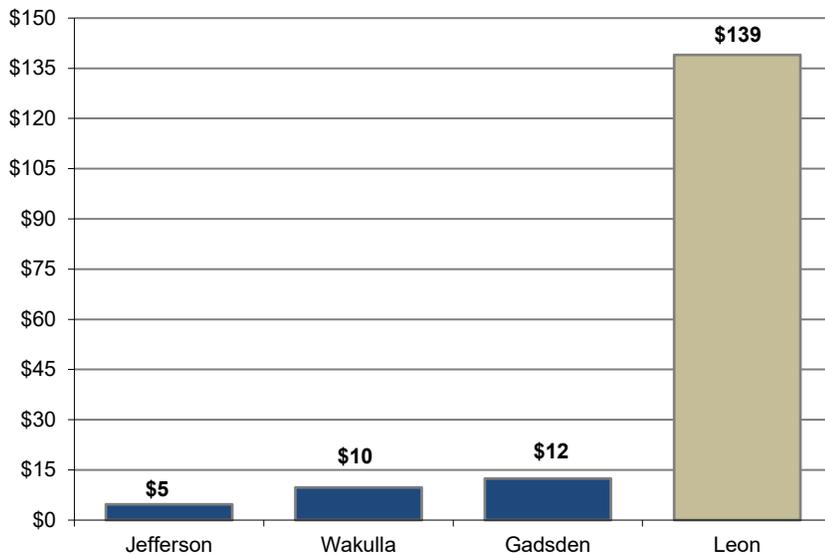


The University of Florida Bureau of Economic and Business Research estimated the 2019 Leon County population at 296,499. Leon County has approximately 250,222 more residents than neighboring Gadsden County which has the next highest population. Of the surrounding counties, Leon has the highest projected population growth rate since the 2010 census at 7.63% compared to Gadsden (-0.24%), Wakulla (-3.13%), and Jefferson (.10%).

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

Anticipated Ad Valorem Tax Collections (FY19)

Millions



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

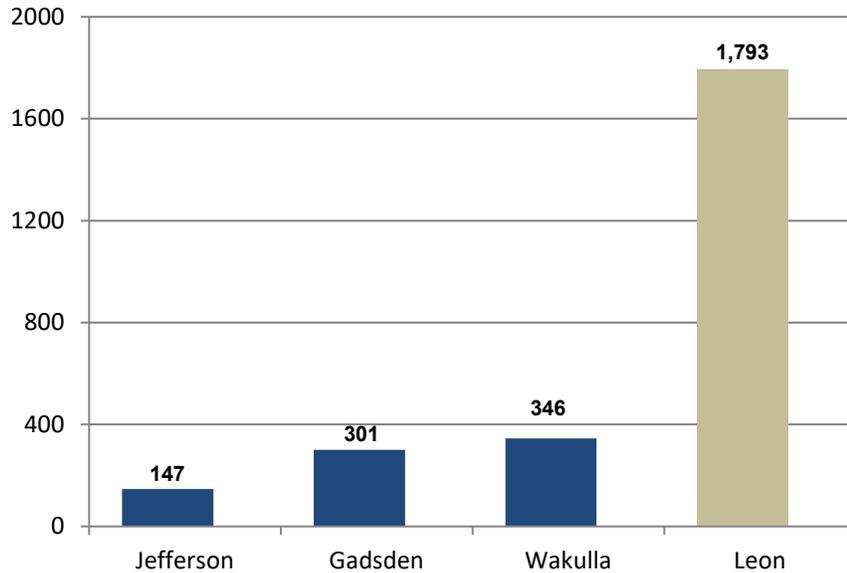
Source: Florida Department of Revenue 2019 Taxable Value by County

Leon County Fiscal Year 2021 Tentative Budget

Comparative Data – Surrounding Counties

Comparative Data for Surrounding Counties

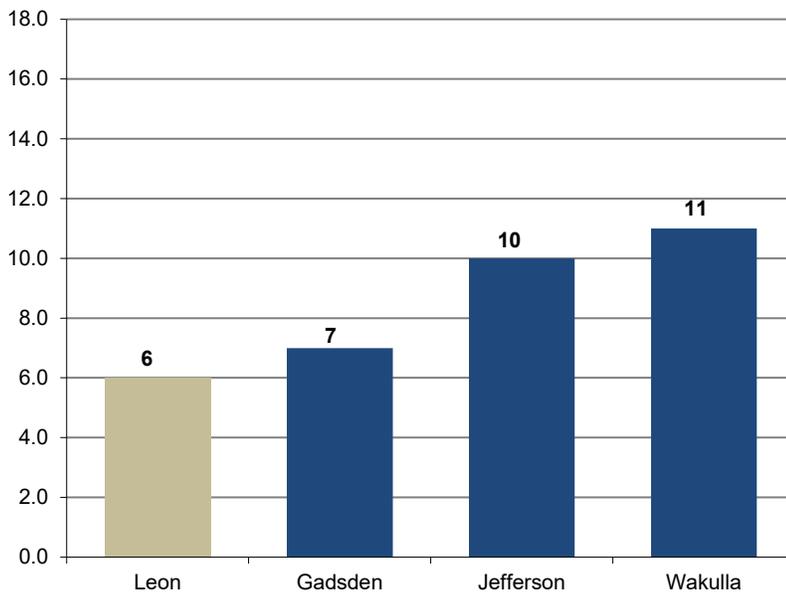
Total Number of County Employees (FY20)



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

Source: FY 2020 Leon County Office of Management and Budget Survey

Total County Employees per 1,000 Residents (FY20)



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

Source: University of Florida, Bureau of Economic and Business Research & FY 2020 Leon County Office of Management and Budget Survey

Leon County Fiscal Year 2021 Tentative Budget

Comparative Data – All Counties

Net Budget per Countywide Resident

County	Net Budget Per Capita	Staff Per 1,000
Gadsden County	\$720	6.5
Columbia County	\$760	3.7
Liberty County	\$813	5.4
Leon County	\$850	6.0
Polk County	\$866	6.5
Clay County	\$923	6.8
Volusia County	\$979	6.4
Lake County	\$993	5.8
Santa Rosa County	\$995	5.5
Calhoun County	\$1,020	9.0
Brevard County	\$1,035	4.1
Citrus County	\$1,035	7.6
Lee County	\$1,082	6.9
Holmes County	\$1,090	8.7
Highlands County	\$1,093	5.3
Jackson County	\$1,103	8.2
Saint Lucie County	\$1,122	5.1
Marion County	\$1,159	8.0
Union County	\$1,172	7.0
Washington County	\$1,180	8.3
Pinellas County	\$1,193	2.5
Escambia County	\$1,201	9.1
Seminole County	\$1,203	6.6
Flagler County	\$1,234	3.5
Wakulla County	\$1,247	10.5
Hamilton County	\$1,268	11.4
Orange County	\$1,288	0.7
Madison County	\$1,292	8.8
Hendry County	\$1,311	9.3
Alachua County	\$1,321	7.8
Gilchrist County	\$1,363	10.9
Putnam County	\$1,407	4.0
Nassau County	\$1,476	9.6
Osceola County	\$1,498	6.9

County	Net Budget Per Capita	Staff Per 1,000
Baker County	\$1,537	8.8
Pasco County	\$1,573	8.2
Suwannee County	\$1,591	10.0
Sumter County	\$1,596	1.6
Glades County	\$1,615	10.6
Bradford County	\$1,655	3.6
Lafayette County	\$1,669	3.8
Taylor County	\$1,688	11.1
Palm Beach County	\$1,729	8.1
Okaloosa County	\$1,782	4.2
Duval County	\$1,863	7.8
Indian River County	\$1,874	10.4
Hernando County	\$1,882	8.7
Bay County	\$1,891	8.2
St. Johns County	\$1,962	8.7
Okeechobee County	\$1,963	10.7
Dixie County	\$1,968	12.9
Manatee County	\$1,982	9.1
Miami-Dade County	\$2,004	10.1
Hardee County	\$2,016	12.1
Sarasota County	\$2,023	8.6
DeSoto County	\$2,034	9.8
Levy County	\$2,049	4.7
Charlotte County	\$2,064	11.9
Jefferson County	\$2,073	9.9
Martin County	\$2,154	10.9
Broward County	\$2,196	6.7
Walton County	\$2,525	15.6
Hillsborough County	\$2,556	7.1
Gulf County	\$2,734	15.2
Collier County	\$2,801	10.1
Franklin County	\$3,331	14.2
Monroe County	\$4,371	17.7

Notes:

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

Leon County Fiscal Year 2021 Tentative Budget

Comparative Data – All Counties

Percent of Exempt Property

County	%Exempt	Net Budget Per Capita	Staff Per 1,000	County	%Exempt	Net Budget Per Capita	Staff Per 1,000
Walton County	10%	\$2,525	15.6	Pasco County	25%	\$1,573	8.2
Collier County	10%	\$2,801	10.1	Franklin County	26%	\$3,331	14.2
Palm Beach County	15%	\$1,729	8.1	Marion County	28%	\$1,159	8.0
Manatee County	15%	\$1,982	9.1	Duval County	28%	\$1,863	7.8
Martin County	16%	\$2,154	10.9	Sarasota County	29%	\$2,023	8.6
Lee County	16%	\$1,082	6.9	Clay County	29%	\$923	6.8
Miami-Dade County	16%	\$2,004	10.1	Putnam County	29%	\$1,407	4.0
Seminole County	16%	\$1,203	6.6	Madison County	29%	\$1,292	8.8
Indian River County	17%	\$1,874	10.4	Gilchrist County	30%	\$1,363	10.9
Saint Lucie County	17%	\$1,122	5.1	Highlands County	30%	\$1,093	5.3
Monroe County	18%	\$4,371	17.7	Levy County	31%	\$2,049	4.7
St. Johns County	18%	\$1,962	8.7	Washington County	31%	\$1,180	8.3
Broward County	18%	\$2,196	6.7	Bradford County	31%	\$1,655	3.6
Sumter County	19%	\$1,596	1.6	Gulf County	31%	\$2,734	15.2
Nassau County	19%	\$1,476	9.6	Columbia County	31%	\$760	3.7
Pinellas County	21%	\$1,193	2.5	Calhoun County	32%	\$1,020	9.0
Orange County	21%	\$1,288	0.7	Hernando County	32%	\$1,882	8.7
Hamilton County	21%	\$1,268	11.4	Escambia County	33%	\$1,201	9.1
Okaloosa County	21%	\$1,782	4.2	Brevard County	34%	\$1,035	4.1
Charlotte County	21%	\$2,064	11.9	Jefferson County	35%	\$2,073	9.9
Osceola County	21%	\$1,498	6.9	Leon County	35%	\$850	6.0
Hardee County	22%	\$2,016	12.1	Dixie County	37%	\$1,968	12.9
Hillsborough County	22%	\$2,556	7.1	Wakulla County	37%	\$1,247	10.5
Okeechobee County	22%	\$1,963	10.7	Jackson County	38%	\$1,103	8.2
Bay County	23%	\$1,891	8.2	Gadsden County	39%	\$720	6.5
Polk County	23%	\$866	6.5	Baker County	39%	\$1,537	8.8
Flagler County	23%	\$1,234	3.5	Lafayette County	40%	\$1,669	3.8
Taylor County	24%	\$1,688	11.1	Hendry County	40%	\$1,311	9.3
Santa Rosa County	24%	\$995	5.5	Holmes County	42%	\$1,090	8.7
Suwannee County	24%	\$1,591	10.0	Alachua County	43%	\$1,321	7.8
DeSoto County	25%	\$2,034	9.8	Union County	49%	\$1,172	7.0
Lake County	25%	\$993	5.8	Glades County	58%	\$1,615	10.6
Volusia County	25%	\$979	6.4	Liberty County	62%	\$813	5.4
Citrus County	25%	\$1,035	7.6				

Note:

The following counties were non-responsive to survey requests: Bradford, Clay, Duval, Flagler, Franklin, Jefferson, Lafayette, Levy, Liberty, Martin, Putnam, Okaloosa and Suwannee. Budget information was retrieved from their respective FY 2020 budget documents.

Leon County Fiscal Year 2021 Tentative Budget

Comparative Data – All Counties

Total County Employees per 1,000 Residents

County	Staff Per 1,000	# of Employees	Population
Orange County	0.7	985	1,386,080
Sumter County	1.6	210	128,633
Pinellas County	2.5	2,447	978,045
Flagler County	3.5	387	110,635
Bradford County	3.6	104	28,682
Columbia County	3.7	260	70,492
Lafayette County	3.8	32	8,482
Putnam County	4.0	290	73,268
Brevard County	4.1	2,439	594,469
Okaloosa County	4.2	855	201,514
Levy County	4.7	196	41,330
Saint Lucie County	5.1	1,583	309,359
Highlands County	5.3	547	103,434
Liberty County	5.4	47	8,772
Santa Rosa County	5.5	992	179,054
Lake County	5.8	2,074	357,247
Leon County	6.0	1,793	296,499
Volusia County	6.4	3,422	538,763
Polk County	6.5	4,481	690,606
Gadsden County	6.5	301	46,277
Seminole County	6.6	3,124	471,735
Broward County	6.7	12,787	1,919,644
Clay County	6.8	1,465	215,246
Osceola County	6.9	2,559	370,552
Lee County	6.9	5,087	735,148
Union County	7.0	108	15,505
Hillsborough County	7.1	10,330	1,444,870
Citrus County	7.6	1,126	147,744
Alachua County	7.8	2,077	267,306
Duval County	7.8	7,549	970,672
Marion County	8.0	2,875	360,421
Palm Beach County	8.1	11,691	1,447,857
Jackson County	8.2	385	46,969
Bay County	8.2	1,374	167,283

County	Staff Per 1,000	# of Employees	Population
Pasco County	8.2	4,344	527,122
Washington County	8.3	211	25,387
Sarasota County	8.6	3,646	426,275
Hernando County	8.7	1,636	188,358
St. Johns County	8.7	2,216	254,412
Holmes County	8.7	175	20,049
Madison County	8.8	173	19,570
Baker County	8.8	250	28,249
Calhoun County	9.0	126	14,067
Manatee County	9.1	3,514	387,414
Escambia County	9.1	2,937	321,134
Hendry County	9.3	375	40,120
Nassau County	9.6	817	85,070
DeSoto County	9.8	353	36,065
Jefferson County	9.9	147	14,776
Suwannee County	10.0	454	45,423
Collier County	10.1	3,790	376,706
Miami-Dade County	10.1	28,409	2,812,130
Indian River County	10.4	1,617	154,939
Wakulla County	10.5	346	32,976
Glades County	10.6	139	13,121
Okeechobee County	10.7	448	41,808
Martin County	10.9	1,728	158,598
Gilchrist County	10.9	194	17,766
Taylor County	11.1	249	22,458
Hamilton County	11.4	167	14,600
Charlotte County	11.9	2,163	181,770
Hardee County	12.1	330	27,385
Dixie County	12.9	215	16,610
Franklin County	14.2	174	12,273
Gulf County	15.2	199	13,082
Walton County	15.6	1,092	70,071
Monroe County	17.7	1,348	76,212

Note:

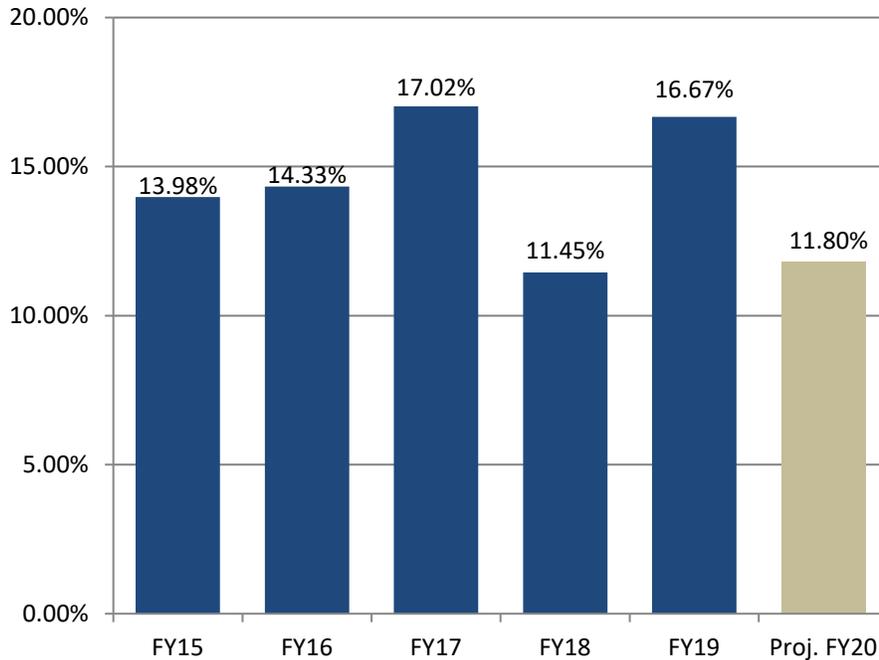
The following counties were non-responsive to survey requests: Bradford, Clay, Duval, Flagler, Franklin, Jefferson, Lafayette, Levy, Liberty, Martin, Putnam, Okaloosa and Suwannee. Budget information was retrieved from their respective FY 2020 budget documents.

Leon County Fiscal Year 2021 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.

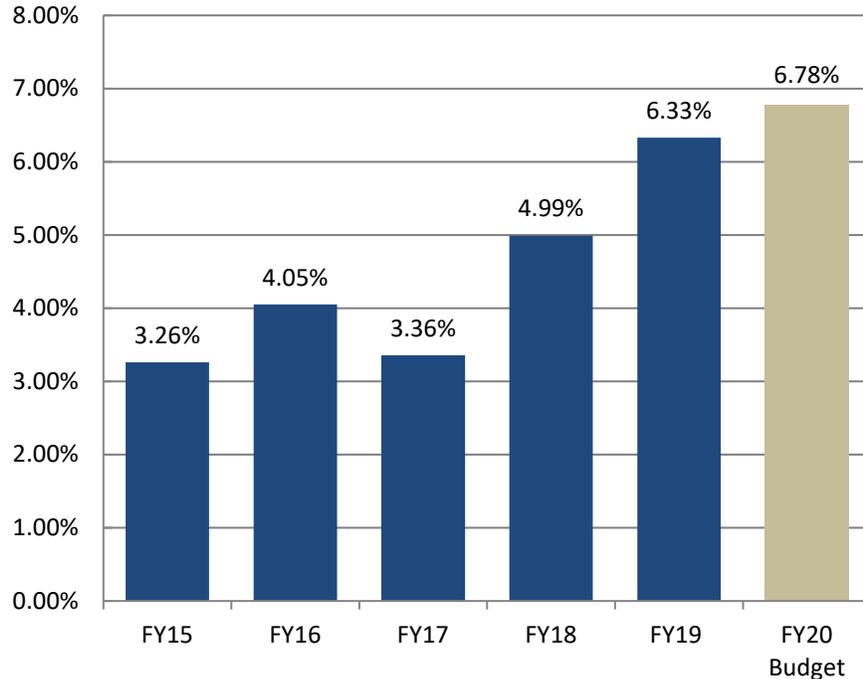
Grants are not generally included in intergovernmental revenue projections; however, grants are included in this projection and account for a significant portion of actual intergovernmental revenue. Revenues related to Hurricane Hermine, Irma and Michael are reflected in the increases for FY 2017 and 2019 respectively. Intergovernmental revenue is expected to account for 11.80% of operating revenues in FY 2020.

Formula: Intergovernmental Revenues divided by Total Operating Revenues.

Source: FY 2019 Budget Summary

Property Tax Revenue

Rate of Change



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

The Board maintained the 8.3144 millage rate through FY20. However, property tax revenue increased by 6.31% or \$6,279,277 million in FY20 due to an increase in property values.

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

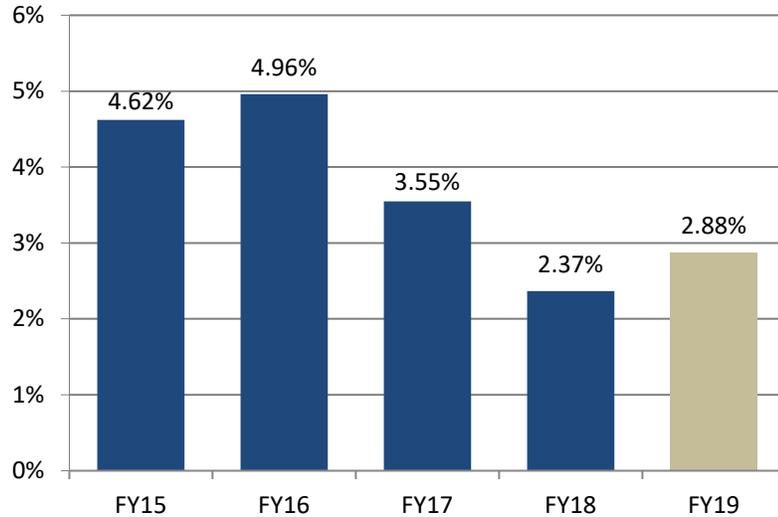
Source: 2019 Certification of Final Taxable Value and Statistical Digest.

Leon County Fiscal Year 2021 Tentative Budget

Financial Indicator

Revenue Projections

Budgeted v. Actual Revenues



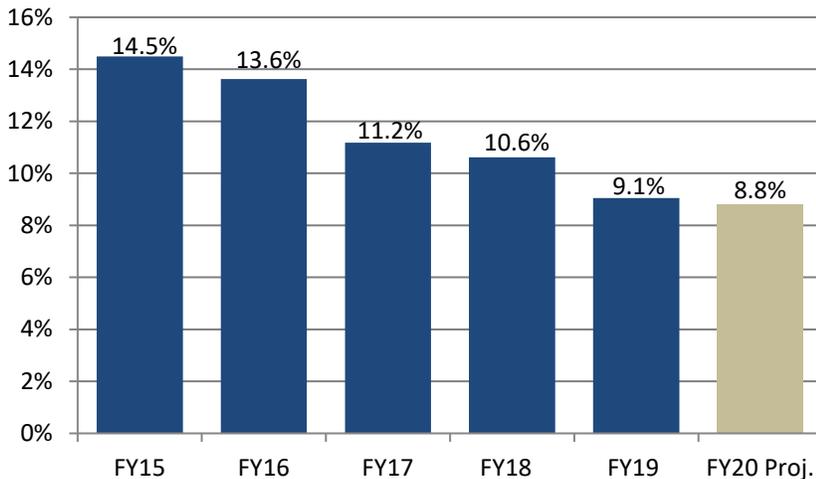
Analysis: This indicator examines the differences between actual revenues received versus budgeted revenues during the past fiscal year. Typically, actual revenues versus budgeted revenues fall in the range of plus or minus five percent.

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

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

Capital Outlay

Percentage of Total Expenditures



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

The constant decline from FY 2015 until today is associated with the capital budget focusing on the maintenance of infrastructure rather than new capital infrastructure coming out of the recession.

The FY20 projection is based upon what has been budgeted for the current fiscal year and does not include carry forward projects from the previous fiscal year.

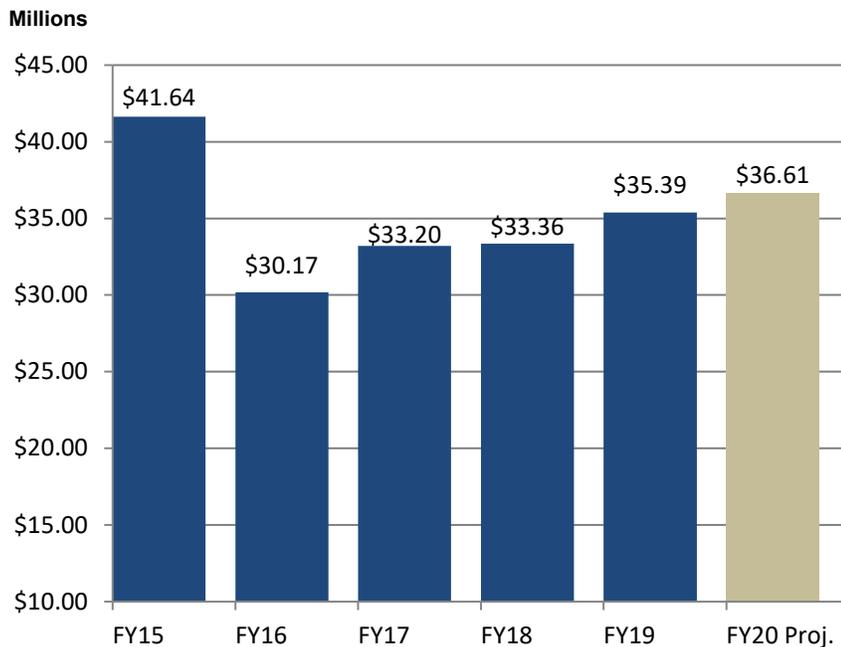
Formula: Capital Outlay Divided by Total Operating Expenditures.

Source: FY 2019 Expenditure Summary Report and FY 2020 Budget Summary.

Leon County Fiscal Year 2021 Tentative Budget

Financial Indicator

General/Fine & Forfeiture Fund Balance



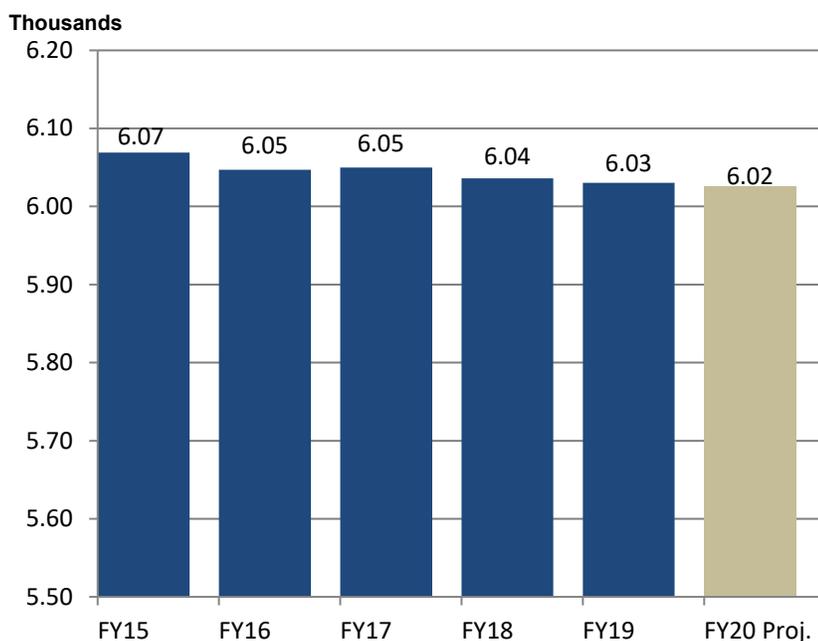
Analysis: Positive fund balances can be thought of as reserves, although the “fund balance” entries on the annual report will not always be synonymous with the funds “available for appropriation.” The County’s reserve policy requires fund balances to be between a minimum of 15% and a maximum of 30% of operating expenditures. FY 2015 increase is attributable to higher than anticipated property values and return on excess fees. FY 2016 decrease reflects a \$9.6 million fund balance sweep to fund capital projects. The audited year ending fund balance for FY 2018 is \$33.36 million and \$35.39 million for FY 2019, including \$21.79 million in FEMA reimbursements for Hurricanes Irma and Michael. The FY 2020 estimated fund balance includes \$190,150 in FEMA reimbursements from Hurricane Irma and from Hurricane Michael. This fund balance reflects 23% of FY 2020 operating expenditures.

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

Source: Summary of Fund Balance and Retained Earnings, FY19 Annual Performance & Financial Report.

Employees Per Capita

Employees per 1,000 Leon County Residents



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

Leon County’s population has continued to grow at a rate faster than that of County employees, hence the further decrease in employees per capita through 2017. FY 2018 has a slight decrease due to additional 20 positions added. FY 2019 continued decrease based on estimated population increase of 1%. FY 2020 continues to project a decrease due to the increase in population and the net addition of 3.5 new positions. (16 new EMTs – 12.5 Library vacancies).

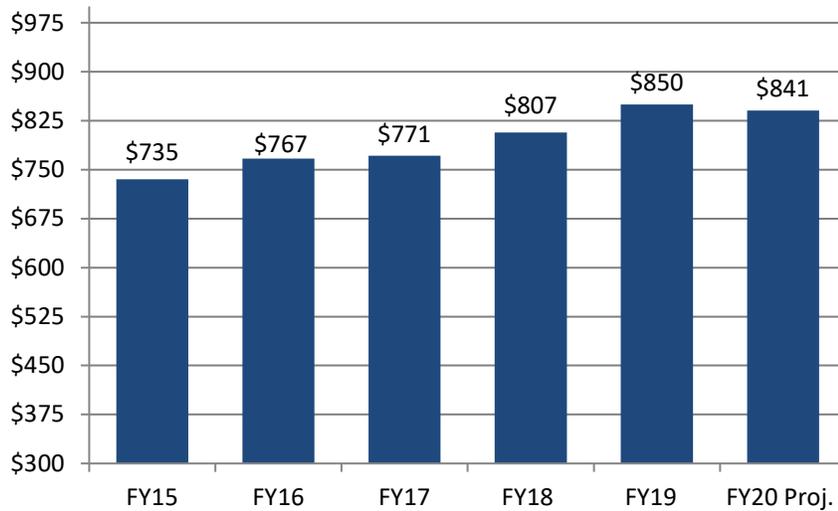
Formula: Number of Full-Time Employees Divided by Population multiplied by 1,000.

Source: FY19-20 Annual Budget Document and Tallahassee/Leon County Office of Economic Vitality Demographics Data.

Leon County Fiscal Year 2021 Tentative Budget

Financial Indicator

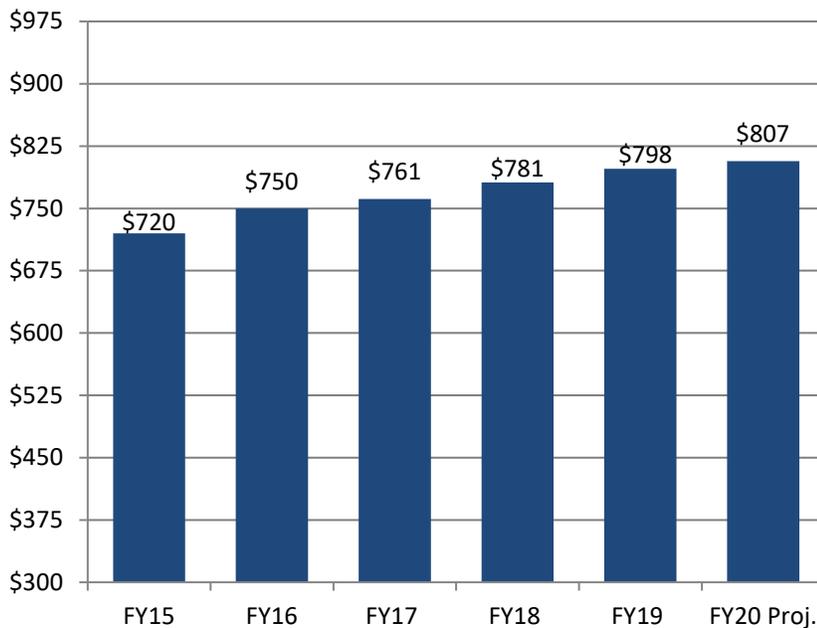
Revenue Per Capita



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

As Leon County's population grows, so too does the revenue, evidenced by a relatively consistent revenue per capita amount from FY 2015 to FY 2018. FY 2019 brought about additional revenue outside of the normal collections due to FEMA reimbursement from Hurricane Michael, property tax revenues and Tourist Development Tax 1-cent. FY 2020 projections are expected to decrease.

Expenditures Per Capita



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

Source: FY 2019 Revenue Summary Report and the FY 2020 Budget Summary.

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

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

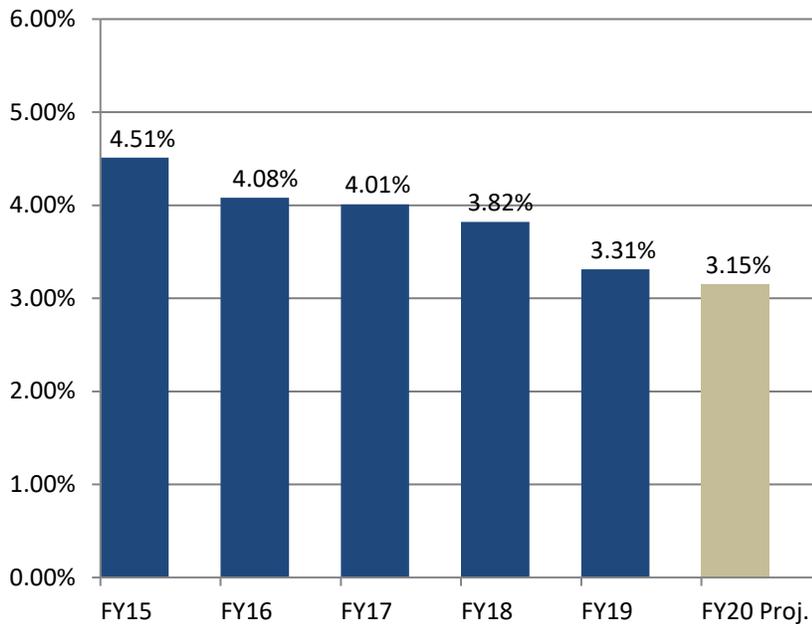
Source: FY 2019 Expenditure Summary Report, Office of Economic Vitality, and FY 2020 TRIM Ad and the FY 2020 Budget Summary.

Leon County Fiscal Year 2021 Tentative Budget

Financial Indicator

Debt Service

Percentage of Total Operating Expenditures



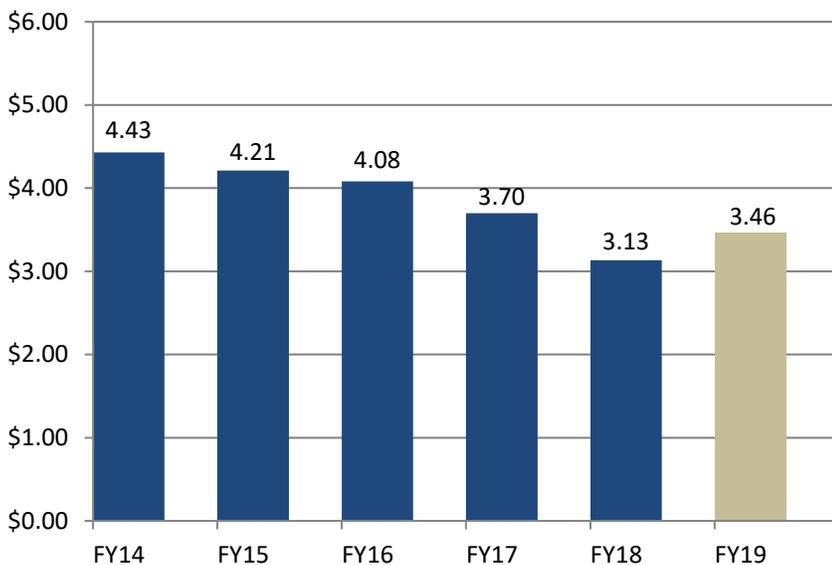
Analysis: Debt service is defined as the amount of principal and interest that a local government pays each year on net direct bonded long-term debt, plus the interest on direct short-term debt. Increasing debt service reduces expenditure flexibility by adding to the County's financial obligations. Leon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

Formula: Debt Service divided by Total Operating Expenditures.

Source: FY 2019 Expenditure Summary and the FY 2019 Budget Summary.

Liquidity

Ratio of Current Assets to Current Liabilities



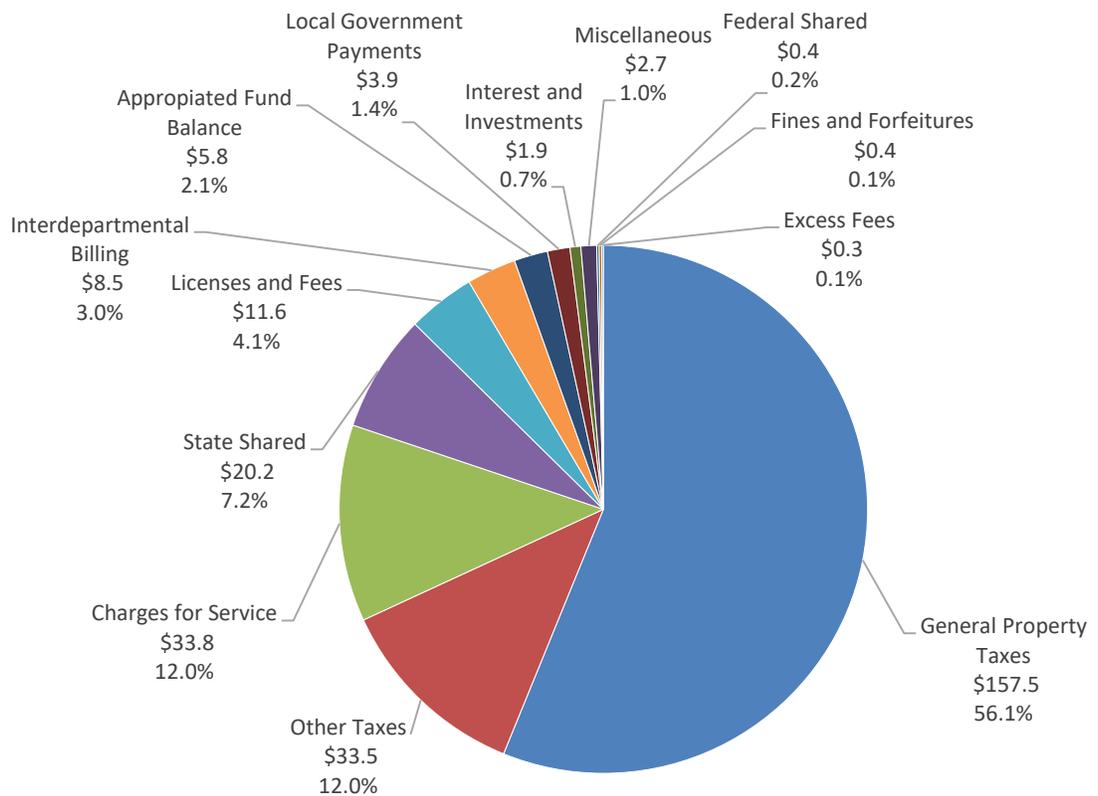
Analysis: The current ratio is a liquidity indicator that measures a government's short-run financial condition by examining the ratio of cash and short-term assets against current liabilities. This ratio shows whether a government can pay its short-term debt obligations.

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. FY19 increase is due to FEMA reimbursement for Hurricanes, Hermine, Irma and Michael (3rd consecutive hurricane).

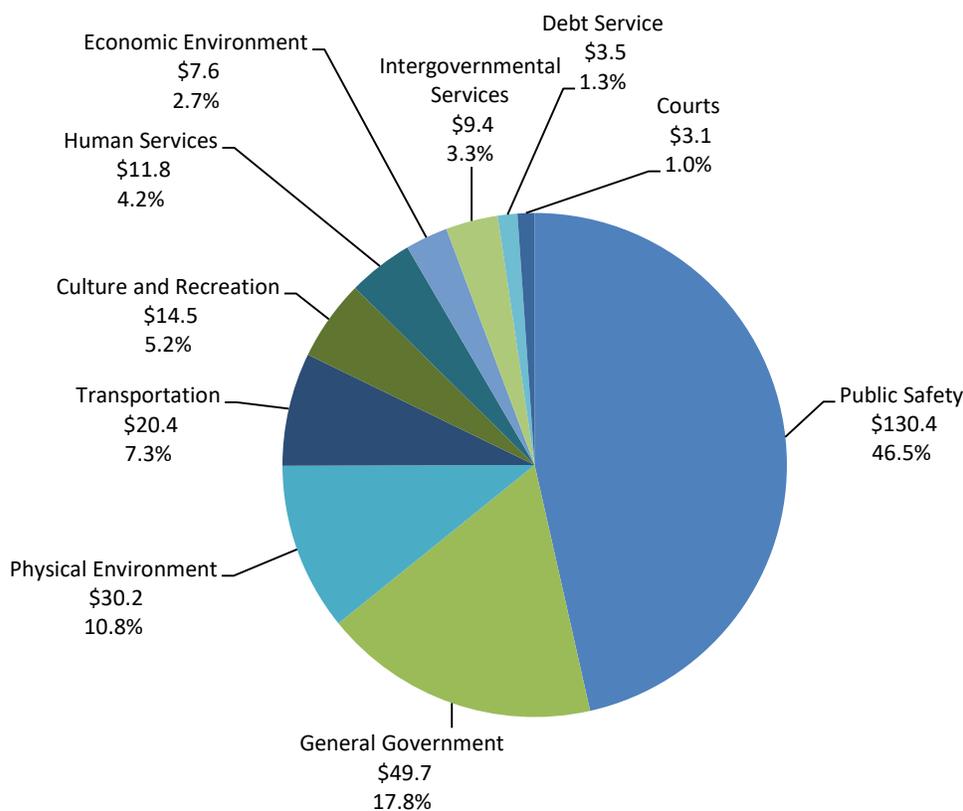
Formula: Cash and short-term investments divided by Current Liabilities

Leon County Fiscal Year 2021 Tentative Budget
Expenditure & Revenue Illustrations

Where the \$280.6 million comes from...



Where the \$280.6 million goes...



Leon County Fiscal Year 2021 Tentative Budget

Total Revenue By Source

	FY 2019 Actual	%	FY 2020 Adopted	%	FY 2021 Budget	%
Property Taxes						
Ad Valorem - General Fund	52,209,220		55,153,408		62,772,113	
Ad Valorem - Fine/Forfeiture Fund	80,730,431		84,065,518		85,650,660	
MSTU Ad Valorem	7,994,652		8,372,157		8,925,645	
Delinquent Taxes	168,031		317,050		125,500	
Subtotal	141,102,334	48.6%	147,908,133	53.9%	157,473,918	56.1%
Other Taxes						
Local Option Tourist Development Tax	7,087,760		5,898,980		4,429,285	
Local Option Gas Tax	8,487,650		8,392,680		8,087,491	
Sales Tax Extension	4,660,728		5,217,780		4,218,268	
Franchise Fee	311,644		226,261		298,135	
Public Service Taxes	8,747,780		9,157,439		8,844,536	
Local Communication Services Tax	2,860,983		2,806,300		2,719,611	
Non Ad Valorem Assessments	4,940,398		4,946,266		5,012,299	
Delinquent Assessments	15,864		0		0	
Subtotal	37,112,808	12.8%	36,645,706	13.4%	33,609,625	12.0%
Licenses and Fees						
Building Permits	2,066,752		1,930,400		1,773,650	
Fire Services Fees	2,853,275		7,976,173		8,492,680	
Growth Fees	1,279,328		1,675,230		1,363,060	
Subtotal	6,199,355	2.1%	11,581,803	4.2%	11,629,390	4.1%
Federal Shared						
Federal Grants	22,424,576		154,299		150,099	
Federal Payments in Lieu of Taxes	285,080		300,485		271,101	
Subtotal	22,709,656	7.8%	454,784	0.2%	421,200	0.2%
State Shared						
State Grants	2,565,680		462,004		505,057	
State Revenue Sharing	6,009,505		5,938,450		3,023,528	
Local 1/2 Cent Sales Tax	13,474,983		13,235,400		10,698,273	
Other State Revenues	1,842,209		1,678,705		1,753,264	
State Shared Gas & Transportation Tax	4,449,574		4,470,230		4,303,165	
Subtotal	28,341,952	9.8%	25,784,789	9.4%	20,283,287	7.2%
Local Government Payments						
	4,646,147	1.6%	3,302,839	1.2%	3,853,841	1.4%
Charges for Service						
General Government	835,212		758,865		756,370	
Public Safety	12,297,535		11,446,955		13,767,069	
Tipping Fees	9,666,282		8,522,915		12,037,211	
Other Physical	2,631,879		3,426,763		4,741,698	
Transportation	590,385		615,549		598,990	
Economic Environmental	998,958		175,000		85,000	
Cultural and Recreational	215,502		196,935		137,750	
Other Charges for Services	1,560,692		1,660,659		1,663,431	
Subtotal	28,796,446	9.9%	26,803,641	9.8%	33,787,519	12.0%
Fines and Forfeitures						
	403,589	0.1%	368,504	0.1%	408,249	0.1%
Interest and Investments						
	5,982,049	2.1%	2,936,285	1.1%	1,858,618	0.7%
Miscellaneous						
	6,156,042	2.1%	2,913,893	1.0%	2,680,277	1.0%
Excess Fees						
Clerk of Court	206,864		0		0	
Sheriff's Office	137,485		0		0	
Property Appraiser	93,056		0		0	
Tax Collector	818,161		300,000		300,000	
Supervisor of Elections	0		0		0	
Subtotal	1,255,566	0.4%	300,000	0.1%	300,000	0.1%
Interdepartmental Billing						
	7,489,123	3.0%	7,585,301	2.8%	8,481,920	3.0%
Appropriated Fund Balance						
	0	0.0%	7,616,795	2.8%	5,777,902	2.1%
TOTAL	290,195,068	100%	274,202,473	100%	280,565,746	100%

Leon County Fiscal Year 2021 Tentative Budget

Total Expenditures by Function

	FY 2019		FY 2020		FY 2021	
	Actual	%	Adopted	%	Budget	%
General Government						
Legislative	1,868,724		1,880,430		1,911,276	
Executive	1,508,998		1,276,472		1,238,043	
Property Appraiser	5,080,216		5,059,837		5,215,123	
Tax Collector	5,213,225		5,406,444		5,802,167	
Clerk - Finance Administration	1,764,750		1,845,539		1,941,920	
Financial & Administrative	12,247,588		12,656,395		12,915,187	
Legal Counsel	1,916,538		2,121,437		2,011,946	
Comprehensive Planning	1,696,811		1,582,008		1,660,914	
Other General Governmental Service	8,779,344		12,706,515		12,598,931	
Supervisor of Elections	3,977,885		5,485,288		4,402,603	
Subtotal	44,054,078	15.0%	50,020,365	18.2%	49,698,110	17.7%
Public Safety						
Law Enforcement	42,149,348		41,081,420		44,257,465	
Fire Control	2,628,469		8,366,217		8,867,283	
Detention And/or Correction	42,211,276		41,860,196		43,655,959	
Protective Inspections	2,359,604		2,585,081		2,711,263	
Emergency & Disaster Relief	1,423,788		1,611,614		1,652,804	
Ambulance & Rescue	20,293,574		20,905,993		23,144,966	
Medical Examiner	2,297,797		540,441		717,875	
Other Public Safety	4,567,469		4,856,711		5,374,994	
Subtotal	117,931,325	40.1%	121,807,673	44.4%	130,382,609	46.5%
Physical Environment						
Garbage/Solid Waste Control	17,502,687		11,480,478		15,150,744	
Sewer/Wastewater Services	4,978,797		232,500		232,500	
Conservation & Resource Management	4,573,352		5,114,714		5,132,890	
Flood Control	5,200,600		4,853,647		6,988,148	
Other Physical Environment	2,618,983		2,590,004		2,703,620	
Subtotal	34,874,419	11.9%	24,271,343	8.9%	30,207,902	10.8%
Transportation						
Subtotal	20,923,593	7.1%	21,960,738	8.0%	20,367,666	7.3%
Economic Environment						
Economic Environment (Summer Youth)	39,965		40,666		40,727	
Industry Development	4,604,311		5,232,007		3,643,060	
Veteran Services	303,679		371,598		303,977	
Housing & Urban Development	1,038,257		225,000		135,000	
Other Economic Environment	2,420,981		2,733,540		3,518,010	
Subtotal	8,407,194	2.9%	8,602,811	3.1%	7,640,774	2.7%
Human Services						
Subtotal	11,196,684	3.8%	11,179,440	4.1%	11,755,733	4.2%
Culture and Recreation						
Libraries	6,810,590		7,280,120		6,763,174	
Parks & Recreation	6,523,207		8,397,995		6,744,711	
Cultural Services	2,192,858		1,318,462		1,027,347	
Subtotal	15,526,655	5.3%	16,996,577	6.2%	14,535,232	5.2%
Debt Service						
Subtotal	7,571,030	2.6%	7,569,535	2.8%	3,529,937	1.3%
Intergovernmental Services						
Intragovernmental Services	1,054,355		1,357,168		1,368,186	
Motor Pool	2,948,832		2,901,058		3,083,007	
Grants Program	1,787		91,787		91,844	
Insurance Program	3,472,216		3,578,743		3,873,864	
Budgeted Contingency	22,974,857		421,378		966,111	
Subtotal	30,452,047	10.3%	8,350,134	3.1%	9,383,012	3.3%
Court Related						
Court Administration	263,908		207,609		219,204	
State Attorney	128,869		149,142		150,500	
Public Defender	141,365		169,098		169,485	
Clerk of Circuit Court	420,627		420,865		395,908	
Article V Expenses	46,059		44,505		50,125	
Guardian Ad Litem	17,419		20,710		21,882	
Other Court Related Programs	1,956,206		2,431,928		2,057,667	
Subtotal	2,974,453	1%	3,443,857	1.2%	3,064,771	1%
Totals						
Totals	293,911,477	100%	274,202,473	100%	280,565,746	100%

Leon County Fiscal Year 2021 Tentative Budget

Total Operating and Capital Expenditures by Function

	FY 2019 Actual				FY 2020 Adopted				FY 2021 Budget			
	Operating	Capital	Total	%	Operating	Capital	Total	%	Operating	Capital	Total	%
General Government Services												
Legislative	1,868,724	-	1,868,724		1,880,430	-	1,880,430		1,911,276	-	1,911,276	
Executive	1,508,998	-	1,508,998		1,276,472	-	1,276,472		1,238,043	-	1,238,043	
Property Appraiser	5,080,216	-	5,080,216		5,059,837	-	5,059,837		5,215,123	-	5,215,123	
Tax Collector	5,213,225	-	5,213,225		5,406,444	-	5,406,444		5,802,167	-	5,802,167	
Clerk - Finance Administration	1,764,750	-	1,764,750		1,845,539	-	1,845,539		1,941,920	-	1,941,920	
Financial & Administrative	12,205,856	41,732	12,247,588		12,656,395	-	12,656,395		12,865,187	50,000	12,915,187	
Legal Counsel	1,916,538	-	1,916,538		2,121,437	-	2,121,437		2,011,946	-	2,011,946	
Comprehensive Planning	1,696,811	-	1,696,811		1,582,008	-	1,582,008		1,660,914	-	1,660,914	
Other General Governmental Service	4,194,789	4,584,555	8,779,344		7,367,602	5,338,913	12,706,515		7,438,456	5,160,475	12,598,931	
Supervisor of Elections	3,977,885	-	3,977,885		5,485,288	-	5,485,288		4,402,603	-	4,402,603	
Subtotal	39,427,792	4,626,287	44,054,078	15.0%	44,681,452	5,338,913	50,020,365	18.2%	44,487,635	5,210,475	49,698,110	17.7%
Public Safety												
Law Enforcement	42,149,348	-	42,149,348		40,951,420	130,000	41,081,420		44,257,465	-	44,257,465	
Fire Control	2,618,832	9,637	2,628,469		8,366,217	-	8,366,217		8,867,283	-	8,867,283	
Detention and/or Correction	40,250,166	1,961,109	42,211,276		39,846,696	2,013,500	41,860,196		40,735,959	2,920,000	43,655,959	
Protective Inspections	2,359,604	-	2,359,604		2,585,081	-	2,585,081		2,711,263	-	2,711,263	
Emergency & Disaster Relief	1,423,788	-	1,423,788		1,611,614	-	1,611,614		1,652,804	-	1,652,804	
Ambulance & Rescue	19,376,884	916,689	20,293,574		19,578,993	1,327,000	20,905,993		21,889,966	1,255,000	23,144,966	
Medical Examiner	786,524	1,511,274	2,297,797		540,441	-	540,441		717,875	-	717,875	
Other Public Safety	4,434,894	132,575	4,567,469		4,856,711	-	4,856,711		5,199,994	175,000	5,374,994	
Subtotal	113,400,040	4,531,285	117,931,325	40.1%	118,337,173	3,470,500	121,807,673	44.4%	126,032,609	4,350,000	130,382,609	46.5%
Physical Environment												
Garbage/Solid Waste Control	11,857,047	5,645,640	17,502,687		11,183,081	297,397	11,480,478		14,115,692	1,035,052	15,150,744	
Sewer/Wastewater Services	2,049,101	2,929,696	4,978,797		232,500	-	232,500		232,500	-	232,500	
Conservation & Resource Management	4,306,063	267,288	4,573,352		4,664,714	450,000	5,114,714		4,623,890	509,000	5,132,890	
Flood Control	3,799,618	1,400,982	5,200,600		3,805,397	1,048,250	4,853,647		3,783,575	3,204,573	6,988,148	
Other Physical Environment	2,062,800	556,183	2,618,983		1,541,754	486,780	2,590,004		2,099,120	604,500	2,703,620	
Subtotal	24,074,629	10,799,790	34,874,419	11.9%	21,427,446	2,282,427	24,271,343	8.9%	24,854,777	5,353,125	30,207,902	10.8%
Transportation												
Road & Street Facilities	14,231,744	6,691,849	20,923,593		14,142,880	7,817,858	21,960,738		14,143,548	6,224,118	20,367,666	
Subtotal	14,231,744	6,691,849	20,923,593	7.1%	14,142,880	7,817,858	21,960,738	8.0%	14,143,548	6,224,118	20,367,666	7.3%
Economic Environment												
Economic Environment (Summer Youth)	39,965	-	39,965		40,666	-	40,666		40,727	-	40,727	
Industry Development	4,540,330	63,981	4,604,311		5,232,007	-	5,232,007		3,643,060	-	3,643,060	
Community Redevelopment/Housing	3,762,918	-	3,762,918		3,330,138	-	3,330,138		3,956,987	-	3,956,987	
Subtotal	8,343,213	63,981	8,407,194	2.9%	8,602,811	-	8,602,811	3.1%	7,640,774	-	7,640,774	2.7%
Human Services												
Subtotal	11,196,684	-	11,196,684	3.8%	11,179,440	-	11,179,440	4.1%	11,755,733	-	11,755,733	4.2%
Culture and Recreation												
Libraries	6,789,751	20,839	6,810,590		7,230,120	50,000	7,280,120		6,613,174	150,000	6,763,174	
Parks & Recreation	4,868,572	1,654,635	6,523,207		5,237,995	3,160,000	8,397,995		5,426,661	1,318,050	6,744,711	
Cultural Services	2,192,858	-	2,192,858		1,318,462	-	1,318,462		1,027,347	-	1,027,347	
Subtotal	13,851,181	1,675,474	15,526,655	5.3%	13,786,577	3,210,000	16,996,577	6.2%	13,067,182	1,468,050	14,535,232	5.2%
Debt Service												
Redemption Of Long Term Debt	7,571,030	-	7,571,030		7,569,535	-	7,569,535		3,529,937	-	3,529,937	
Subtotal	7,571,030	-	7,571,030	2.6%	7,569,535	-	7,569,535	2.8%	3,529,937	-	3,529,937	1.3%
Intergovernmental Services												
Intragovernmental Services	1,054,355	-	1,054,355		1,357,168	-	1,357,168		1,368,186	-	1,368,186	
Motor Pool	2,948,832	-	2,948,832		2,901,058	-	2,901,058		3,083,007	-	3,083,007	
Grants Program	1,787	-	1,787		91,787	-	91,787		91,844	-	91,844	
Insurance Program	3,472,216	-	3,472,216		3,578,743	-	3,578,743		3,873,864	-	3,873,864	
Budgeted Contingency	22,974,857	-	22,974,857		324,003	97,375	421,378		908,541	57,570	966,111	
Subtotal	30,452,047	-	30,452,047	10.3%	8,252,759	97,375	8,350,134	3.1%	9,325,442	57,570	9,383,012	3.3%
Court Related												
Court Administration	263,908	-	263,908		207,609	-	207,609		219,204	-	219,204	
State Attorney	128,869	-	128,869		149,142	-	149,142		150,500	-	150,500	
Public Defender	141,365	-	141,365		169,098	-	169,098		169,485	-	169,485	
Clerk of Circuit Court	420,627	-	420,627		420,865	-	420,865		395,908	-	395,908	
Article V Expenses	46,059	-	46,059		44,505	-	44,505		50,125	-	50,125	
Guardian Ad Litem	17,419	-	17,419		20,710	-	20,710		21,882	-	21,882	
Other Court Related Programs	1,956,206	-	1,956,206		2,431,928	-	2,431,928		2,057,667	-	2,057,667	
Subtotal	2,974,453	-	2,974,453	1%	3,443,857	-	3,443,857	1.2%	3,064,771	-	3,064,771	1%
Totals												
Totals	265,522,813	28,388,665	293,911,477	100%	251,423,930	22,217,073	274,202,473	100%	257,902,408	22,663,338	280,565,746	100%

Leon County Fiscal Year 2021 Tentative Budget

Programs by Function and Funding Source

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 Development, 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)

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 2021 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*
	505 - Motor Pool
Development Support & Environmental Management (DSEM)	120 - Building Inspection Fund
	121 - DSEM Fund*
	125 - Grants
Planning, Land Management & Community Enhancement (PLACE)	001 - General Fund*
Financial Stewardship	001 - General Fund*
	501 - Insurance Service Fund
Tourism Development	160 - Tourism Development Fund
Public Safety	135 - Emergency Medical Services MSTU
	140 - Municipal Service Fund
Library Services	001 - General Fund*
Intervention & Detention Alternatives	001 - General Fund*
	110 - Fine and Forfeiture Fund
	111 - Probation Services Fund
	125 - Grants
Human Services & Community Partnerships (HSCP)	001 - General Fund*
	124 - SHIP Trust Fund
Resource Stewardship	001 - General Fund*
	140 - Municipal Service Fund
	165 - County Government Annex Building
	166 - Huntington Oaks Operations
	401 - Solid Waste Fee*

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

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

Leon County Fiscal Year 2021 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: Killearn Lakes Sewer		
401 - Solid Waste Fee*		
Judicial	Court Administration	001 - General Fund*
	Other Court-Related Programs	110 - Fine and Forfeiture Fund
		114 - Family Law Legal Services
		116 - Drug Abuse Trust Fund
		117 - Judicial Programs
	State Attorney	110 - Fine and Forfeiture Fund
	Public Defender	110 - Fine and Forfeiture Fund
Guardian Ad Litem	001 - General Fund*	
Non-Operating	Fire Control	145 - Fire Services Fee
	Line Item Funding	001 - General Fund*
	Communications	001 - General Fund*
		106 - Transportation Trust*
		110 - Fine and Forfeiture Fund
		111 - Probation Services Fund
		120 - Building Inspection Fund
		121 - DSEM Fund*
		123 - Stormwater Utility*
		135 - Emergency Medical Services MSTU
		140 - Municipal Service Fund
		160 - Tourism Development Fund
		401 - Solid Waste Fee*
		502 - Communications Trust
505 - Motor Pool		

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

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

Leon County Fiscal Year 2021 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 Development Fund
		165 - County Government Annex Building
		166 - Huntington Oaks Operations
		401 - Solid Waste Fee*
		505 - Motor Pool
	Risk Allocations	001 - General Fund*
		060 - Supervisor of Elections**
		106 - Transportation Trust*
		110 - Fine and Forfeiture Fund
		111 - Probation Services Fund
		114 - Teen Court
		117 - Judicial Programs
		120 - Building Inspection Fund
		121 - DSEM Fund*
		123 - Stormwater Utility*
		125 - Grants
		135 - Emergency Medical Services MSTU
		140 - Municipal Service Fund
		145 - Fire Services Fee
		160 - Tourism Development Fund
	165 - County Government Annex Building	
166 - Huntington Oaks Operations		
401 - Solid Waste Fee*		
505 - Motor Pool		
Worker's Comp Risk Management	501 - Insurance Service Fund	

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

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

Leon County Fiscal Year 2021 Tentative Budget

Department Funding Source Guide

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

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

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

Leon County Fiscal Year 2021 Tentative Budget
Expenditures By Department and Division
Board of County Commissioners

	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	Adopted Change	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
1) County Commission	1,868,724	1,880,430	1,911,276	1.64%	1,945,626	1,970,047	1,995,159	2,020,977
	1,868,724	1,880,430	1,911,276	1.64%	1,945,626	1,970,047	1,995,159	2,020,977

- 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 2.0%, increases in workers' compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average. The performance raises pertain to the Commission staff only. In accordance with the County Charter, Commissioner salaries are set by ordinance according to a formula established by the State of Florida based on population.

Administration

	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	Adopted Change	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
2) County Administration*	1,169,902	1,199,472	1,238,043	3.22%	1,286,626	1,320,867	1,356,116	1,392,413
3) Emergency Management*	1,363,705	1,561,614	1,589,804	1.81%	1,636,144	1,680,768	1,726,538	1,775,358
4) Human Resources*	1,376,226	1,509,093	1,526,508	1.15%	1,579,567	1,614,932	1,651,262	1,688,684
5) Strategic Initiatives/CMR*	1,475,095	1,611,434	1,561,805	-3.08%	1,611,188	1,639,960	1,669,576	1,700,049
6) Volunteer Services	198,287	216,339	188,225	-13.00%	194,453	196,960	199,537	202,182
	5,583,214	6,097,952	6,104,385	0.11%	6,307,978	6,453,487	6,603,029	6,758,686

- 2) *See personnel note below.
3) *See personnel note below.
4) *See personnel note below.
5) *See personnel note below.
6) Decrease reflects costs associated in the retirement of a long time County employee offset by increases or decreases in costs as noted below.

County Attorney's Office

	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	Adopted Change	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
7) County Attorney*	1,916,538	2,121,437	2,011,946	-5.2%	2,101,226	2,141,437	2,182,837	2,225,291
	1,916,538	2,121,437	2,011,946	-5.2%	2,101,226	2,141,437	2,182,837	2,225,291

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

Department of Public Works

	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
8) Engineering Services*	3,508,986	3,976,392	3,958,223	-0.5%	4,212,296	4,311,089	4,412,787	4,517,435
9) Fleet Management*	2,939,417	2,891,643	3,073,578	6.3%	3,104,053	3,128,600	3,152,869	3,176,823
10) Operations*	11,427,334	11,904,276	11,702,754	-1.7%	12,478,795	12,646,095	12,860,179	13,110,917
11) PW Support Services*	629,150	605,428	627,095	3.6%	645,110	658,720	672,728	687,146
	18,504,887	19,377,739	19,361,650	-0.1%	20,440,254	20,744,504	21,098,563	21,492,321

- 8) *See personnel note below.
9) Increase reflects additional vehicle maintenance costs (\$235,743), fuel costs (\$27,725) and an increase in the Fleet vehicle monitoring software contract (\$20,596) to better track vehicles to improve efficiencies as part of the sustainable Green Fleet Initiative.
10) Decrease funding related to personnel costs as note below, in addition to the cost reduction measure of \$43,000 from the elimination of the Mosquito Control Hand Fogging Program.
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 2%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average offset by reductions related to the six month hiring and/or travel and training freeze.**

Leon County Fiscal Year 2021 Tentative Budget
Expenditures By Department and Division
Department of Development Support & Environmental Management

	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	Adopted Change	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
12) Building Plans Review & Inspection*	1,799,616	1,969,134	2,024,882	2.83%	2,091,170	2,142,992	2,196,317	2,251,164
13) Code Compliance Services*	483,081	533,632	496,818	-6.90%	541,369	553,730	566,444	579,530
14) Customer Engagement Services*	188,794	212,075	217,641	2.62%	225,350	231,549	237,932	244,495
15) Development Services*	755,148	866,527	862,945	-0.41%	937,814	960,147	983,120	1,006,754
16) DS Support Services*	325,041	376,579	397,547	5.57%	414,069	424,790	435,829	447,185
17) Environmental Services*	1,715,004	1,807,833	1,762,383	-2.51%	1,938,189	1,989,780	2,042,874	2,097,504
	<u>5,266,684</u>	<u>5,765,780</u>	<u>5,762,216</u>	<u>-0.06%</u>	<u>6,147,961</u>	<u>6,302,988</u>	<u>6,462,516</u>	<u>6,626,632</u>

- 12) *See personnel note below.
 13) *See personnel note below.
 14) *See personnel note below.
 15) *See personnel note below.
 16) *See personnel note below.
 17) *See personnel note below.

Department of PLACE

	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	Adopted Change	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
18) Planning Department	1,075,138	1,145,289	1,082,305	-5.5%	1,105,372	1,128,448	1,132,183	1,136,027
	<u>1,075,138</u>	<u>1,145,289</u>	<u>1,082,305</u>	<u>-5.5%</u>	<u>1,105,372</u>	<u>1,128,448</u>	<u>1,132,183</u>	<u>1,136,027</u>

- 18) The decrease reflects a reduction in prior year expenses. FY 2020 included a one-time allocation of \$150,000 the County's share of the consulting services for the Comprehensive Plan Land Use Element. FY 2021 does not have this one-time expense which accounts for the decrease. This reduction is offset by increased costs based on the final FY 2020 reconciliation of the Planning Department expenses to cover the County's share of the Planning Department per the interlocal agreement with the City of Tallahassee.

Office of Financial Stewardship

	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	Adopted Change	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
19) Office of Management and Budget*	725,661	818,657	792,071	-3.25%	854,803	873,109	891,738	910,910
20) Purchasing*	521,065	603,731	585,743	-2.98%	653,270	669,700	686,601	703,999
21) Real Estate Management*	254,964	400,111	389,646	-2.62%	395,172	398,985	402,905	406,941
22) Risk Management*	204,743	206,993	212,584	2.70%	217,089	220,909	224,842	228,891
	<u>1,706,432</u>	<u>2,029,492</u>	<u>1,980,044</u>	<u>-2.44%</u>	<u>2,120,334</u>	<u>2,162,703</u>	<u>2,206,086</u>	<u>2,250,741</u>

- 19) *See personnel note below.
 20) Decrease reflects personnel costs as noted below, offset by \$18,000 for licensing fee for the Procure Now, the online purchasing system. This is an annual licensing fee. The software replaces the previous Procurement Connect and Demand Star systems.
 21) *See personnel note below.
 22) *See personnel note below.

Division of Tourism

	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	Adopted Change	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
23) Tourism Development*	6,479,399	6,316,283	4,380,467	-30.6%	4,499,952	4,804,156	5,273,582	5,792,397
	<u>6,479,399</u>	<u>6,316,283</u>	<u>4,380,467</u>	<u>-30.6%</u>	<u>4,499,952</u>	<u>4,804,156</u>	<u>5,273,582</u>	<u>5,792,397</u>

- 23) Decrease reflects significant reductions in the Tourism Development Tax revenues due to the onset of the Coronavirus pandemic and its impact on County tourism. Budget reductions in marketing, advertising, Amphitheater Concert Series Funding, event grants, travel and contractual services of \$1,935,816 are offset by the increase in personnel costs as outlined below.

* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average offset by reductions related to the six month hiring and/or travel and training freeze.

Leon County Fiscal Year 2021 Tentative Budget
Expenditures By Department and Division
Office of Information and Technology

	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	Adopted Change	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
24) Geographic Information Systems*	2,062,800	2,103,224	2,099,120	-0.2%	2,180,789	2,225,044	2,270,588	2,317,452
25) Management Information Services*	6,983,526	7,191,373	7,483,475	4.1%	7,929,170	8,078,074	8,176,033	8,321,941
	<u>9,046,326</u>	<u>9,294,597</u>	<u>9,582,595</u>	<u>3.1%</u>	<u>10,109,959</u>	<u>10,303,118</u>	<u>10,446,621</u>	<u>10,639,393</u>

24) *See personnel note below.

25) Increase of \$407,713 for County software contracts including Microsoft Office 365, Oracle Banner system, Human Resources NEOGOV, and other data storage and security programs.

Office of Library Services

	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	Adopted Change	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
26) Library Services*	6,738,201	7,215,120	6,598,174	-8.6%	6,799,010	6,947,800	7,100,331	7,257,270
	<u>6,738,201</u>	<u>7,215,120</u>	<u>6,598,174</u>	<u>-8.6%</u>	<u>6,799,010</u>	<u>6,947,800</u>	<u>7,100,331</u>	<u>7,257,270</u>

26) Decrease reflects reduction in Library budget due to the implementation of radio frequency identification technology (RFID) which uses self-checkout machines and a collection management service to manage print, media and digital content. Both implementations will allow for the elimination of 12.5 vacant positions in the library generating \$350,000 in annual savings. Additional reductions include the transition to a private security contractor for security services at the Main Library instead of a Sheriff's office deputy. The cost savings will be \$175,489 annually.

Office of Public Safety

	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	Adopted Change	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
27) Animal Control*	1,671,752	1,600,104	1,815,890	13.5%	1,869,734	1,882,733	1,929,328	1,977,644
28) Emergency Medical Services*	17,880,477	18,049,763	20,336,869	12.7%	20,690,231	21,709,903	21,276,255	22,265,633
	<u>19,552,229</u>	<u>19,649,867</u>	<u>22,152,759</u>	<u>12.7%</u>	<u>22,559,965</u>	<u>23,592,636</u>	<u>23,205,583</u>	<u>24,243,277</u>

26) Increase is related to funding for the County's portion of the interlocal agreement with the City for funding which included operating and capital expenses for the animal shelter.

27) Increase related to funding for a new crew (\$680,000) to be fully supported from revenue for transports of patients from Capital Regional Medical Center off-site emergency room to the main hospital; an additional half crew (\$380,000) to meet the demands of increased call volumes; a paramedic pay adjustment (\$271,396) to bring the paramedic pay scale in line with competing jurisdictions to help with staff recruitment and retainage; an increase for the ALS Agreement with City Fire Department (\$49,647); and additional medical supplies (\$11,025).

Office of Intervention & Detention Alternatives

	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	Adopted Change	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
29) County Probation*	1,431,452	1,590,954	1,575,684	-1.0%	1,698,409	1,690,084	1,724,732	1,760,367
30) Drug & Alcohol Testing*	160,564	170,349	175,899	3.3%	180,589	184,357	188,238	192,231
31) Supervised Pretrial Release*	1,239,555	1,400,119	1,451,921	3.7%	1,488,747	1,517,229	1,546,520	1,576,656
	<u>2,831,571</u>	<u>3,161,422</u>	<u>3,203,504</u>	<u>1.3%</u>	<u>3,367,745</u>	<u>3,391,670</u>	<u>3,459,490</u>	<u>3,529,254</u>

29) *See personnel note below.

30) *See personnel note below.

31) *See personnel note below.

Office of Human Services & Community Partnerships

	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	Adopted Change	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
32) Housing Services*	1,606,377	760,596	686,674	-9.7%	709,257	721,649	734,401	747,522
33) Human Services*	8,398,865	8,121,160	8,684,818	6.9%	8,705,356	8,827,083	8,940,528	9,057,366
34) Veteran Services*	303,679	371,598	303,977	-18.2%	316,334	322,017	327,861	333,872
	<u>10,308,921</u>	<u>9,253,354</u>	<u>9,675,469</u>	<u>4.56%</u>	<u>9,730,947</u>	<u>9,870,749</u>	<u>10,002,790</u>	<u>10,138,760</u>

32) Decrease reflects no allocation of SHIP funds received from the State for FY 2021. The \$1.08 million the County was projected to receive was vetoed by the Governor. This is offset by an increase in funding from the realignment of Active Duty Military Grant aid (\$62,000) in Veteran's Services to the Direct Emergency Assistance Program (DEAP).

33) Increase reflects personnel costs, a state mandated Medicaid payment increase of \$393,578, increases in contractual costs for the Medical Examiner of \$177,434; \$145,000 in the Community and Human Services Partnership (CHSP) for high poverty areas; and \$37,000 in maintenance costs for CHSP Portal.

34) Decrease reflects the realignment of Active Duty Military Grant aid (\$62,000) to the Direct Emergency Assistance Program (DEAP) in Housing Services to maximize the number of residents and Veterans assisted.

* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average offset by reductions related to the six month hiring and/or travel and training freeze.

Leon County Fiscal Year 2021 Tentative Budget
Expenditures By Department and Division
Office of Resource Stewardship

	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	Adopted Change	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
35) Cooperative Extension*	370,686	429,723	442,331	2.9%	455,478	469,019	482,966	497,332
36) Facilities Management*	9,138,666	12,851,997	12,727,226	-1.0%	13,312,781	13,556,579	13,773,944	13,995,985
37) Office of Sustainability*	273,224	322,550	331,364	2.7%	320,294	345,713	331,293	357,038
38) Parks and Recreation*	2,924,052	3,123,613	3,232,597	3.5%	3,373,467	3,421,311	3,470,609	3,521,409
39) Solid Waste*	11,223,693	10,562,329	13,490,865	27.7%	14,026,545	14,571,953	15,146,966	15,748,805
	<u>23,930,321</u>	<u>27,290,212</u>	<u>30,224,383</u>	<u>10.75%</u>	<u>31,488,565</u>	<u>32,364,575</u>	<u>33,205,778</u>	<u>34,120,569</u>

35) *See personnel note below.

36) Decrease reflects a reduction in maintenance and repair account for interior paint and carpet replacement (\$229,954) used to balance the budget, and a decrease in utilities (\$100,000), offset by increases in custodial, landscaping and after hours security contractual services (\$185,839) for all County facilities including the Public Safety Complex.

37) *See personnel note below.

38) Increases related to the potential transition to the County of Pimlico and Man O'War parks from the Killlearn Acres HOA (\$63,500); the Parks interlocal agreement with the City of Tallahassee (\$61,000), and mowing and other contractual increase (\$77,600), and other required operating increases of (\$10,000).

39) Increase costs for hauling and disposal to Springhill Landfill (\$1,587,354) based on a negotiated increase in the hauling tip fee from \$27.50 to \$30.00. Additional increases are for the Marpan recycling contract of (\$252,000); hazardous waste disposal and transportation (\$42,231); and fuel charges (\$30,036), offset by a decrease in vehicle maintenance and repair (\$26,256).

Constitutional

	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	Adopted Change	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
40) Clerk of the Circuit Court	2,185,377	2,266,404	2,337,828	3.2%	2,404,325	2,472,738	2,543,122	2,551,525
41) Property Appraiser	5,080,216	5,059,837	5,215,123	3.1%	5,350,215	5,457,219	5,566,363	5,677,690
42) Sheriff	79,009,878	77,045,865	81,219,754	5.4%	86,125,112	90,957,457	96,160,601	101,793,214
43) Supervisor of Elections	4,299,989	5,485,288	4,413,603	-19.5%	4,623,902	4,552,229	5,826,527	6,029,141
44) Tax Collector	5,213,225	5,406,444	5,802,167	7.3%	5,912,373	6,025,584	6,160,623	6,161,556
	<u>95,788,685</u>	<u>95,263,838</u>	<u>98,988,475</u>	<u>3.91%</u>	<u>104,415,927</u>	<u>109,465,227</u>	<u>116,257,236</u>	<u>122,213,126</u>

40) An increase of \$71,424 for financial services provided by the Clerk per the interlocal agreement which includes funding for one additional General Accountant position as recommended in the annual audit, offset by a nominal decrease in Article V funding, which is state mandated funding to support the Court system.

41) Property Appraiser's budget was submitted with a increase of \$155,286.

42) Sheriff's budget increase is 5.8%. Increases include personnel costs and a total of 2 new civilian positions: one Training and Wellness Specialist position and one IT Analyst position. The budget also contemplates the transfer of maintenance of the detention center from the Sheriff's Office to the County's division of Facilities Management.

43) Decrease reflects the budget associated with FY 2021 being a non-presidential preference election cycle.

44) Increase reflects estimated commission payments associated with an increase in collections due to property values increasing by 6.78%. Increases also include commission payments for the MSTU, solid waste, fire, stormwater and other special assessments.

Judicial

Department / Division	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	Adopted Change	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
45) Court Administration	212,352	218,424	230,364	5.5%	237,478	241,459	245,555	249,763
46) Guardian Ad Litem	20,189	23,425	24,277	3.6%	24,277	24,277	24,277	24,277
47) Other Court-Related Programs	561,752	685,905	681,459	-0.6%	693,018	694,519	704,385	713,944
48) Public Defender	136,030	134,980	141,745	5.0%	141,745	141,745	141,745	141,745
49) State Attorney	98,974	132,120	130,950	-0.9%	130,950	130,950	130,950	130,950
	<u>1,029,297</u>	<u>1,194,854</u>	<u>1,208,795</u>	<u>1.17%</u>	<u>1,227,468</u>	<u>1,232,950</u>	<u>1,246,912</u>	<u>1,260,679</u>

45) *See personnel note below.

46) Reflects increase related to contractual services offset by a decrease in communication costs.

47) *See personnel note below.

48) Increase is associated with communications related costs.

49) Decrease in communications related costs.

* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average offset by reductions related to the six month hiring and/or travel and training freeze.

**Leon County Fiscal Year 2021 Tentative Budget
Expenditures By Department and Division**

		Non-Operating							
Department / Division		FY 2019	FY 2020	FY 2021	Adopted	FY 2022	FY 2023	FY 2024	FY 2025
		Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
50)	Budgeted Reserves	22,974,857	324,003	908,542	180.4%	3,889,493	3,165,154	4,270,308	3,396,810
51)	Communications	2,980,471	3,119,503	3,608,376	15.7%	3,662,653	3,717,656	3,773,907	3,831,430
52)	Consolidated Dispatch Agency (CDA)	2,589,974	2,896,461	3,165,150	9.3%	3,323,407	3,489,577	3,664,056	3,847,259
53)	Fire Control	2,593,832	8,335,217	8,834,283	6.0%	8,930,868	9,028,857	9,127,977	9,228,241
54)	Line Item Funding	158,416	100,000	100,000	0.0%	100,000	100,000	100,000	100,000
55)	Other Non-Operating	7,084,903	7,703,336	8,265,232	7.3%	8,672,762	9,100,804	7,907,954	8,115,616
56)	Risk Allocations	1,002,008	1,091,566	1,149,545	5.3%	1,155,104	1,160,718	1,166,389	1,172,117
57)	Risk Financing & Workers Comp	3,440,216	3,538,278	3,842,403	8.6%	3,879,026	3,916,017	3,953,377	3,987,631
		<u>42,824,677</u>	<u>27,108,364</u>	<u>29,873,531</u>	<u>10.2%</u>	<u>33,613,313</u>	<u>33,678,783</u>	<u>33,963,968</u>	<u>33,679,104</u>

- 50) Reflects budgeted reserves increasing for the following funds: Solid Waste Fund (\$449,772); County Government Annex Fund (\$31,764); and Huntington Oaks Plaza Fund (\$38,329), offset by decreases to Tourism Development Fund (\$50,000); E-911 Emergency Communications (\$39,805); and the Communications Internal Service Fund (\$12,662). Out-year budgeted reserves show an increase from the transfer of the \$1.6 million in General Revenue to support Fire Services beginning in FY 2022 as part of the multi-year fiscal plan.
- 51) Increase reflects adjustments in department billings for phone and internet charges.
- 52) Increase reflects costs for the CDA are associated with the Motorola CAD system contract payment and indirect charges, personnel costs increases, and operating increases for attorneys fees and computer software. The County's portion of these increases is \$268,589.
- 53) Increase costs associated with payments to the City of Tallahassee for fire services, the movement of delinquent quarterly bills in the unincorporated area to the property tax bill for collection resulting in increased collection of fire assessment fees.
- 54) Line item funding is budgeted at level funding with continued funding for the second payment of a five year agreement with the Kearney Center to allocate \$100,000 annually for the Homeless Shelter Relocation.
- 55) Increase related to the increase CRA payment in the amount of \$784,470, increased payment for the 800Mhz system of \$51,130, offset by a decrease in funding for the State Juvenile Justice Payment in the amount of \$392,987 and the Office of Economic Development of \$77,000 due to Office of Economic Vitality transition to being fully funded from 2020 Sales Tax Extension.
- 56) Reflects increase in cost allocations of insurance premiums associated with property, vehicle, and general liability.
- 57) The budget reflects a increases in the funding for the County's self insurance workers' compensation claims payments in the amount of \$200,000 due to a rise in the number of claims, and other County insurance premiums such as vehicle, property, excess deposit premium and general liability.

		Debt Service							
Department / Division		FY 2019	FY 2020	FY 2021	Adopted	FY 2022	FY 2023	FY 2024	FY 2025
		Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
58)	Debt Service	7,570,684	7,569,535	3,529,937	-53.4%	3,527,793	3,529,282	3,527,398	3,528,184
		<u>7,570,684</u>	<u>7,569,535</u>	<u>3,529,937</u>	<u>-53.37%</u>	<u>3,527,793</u>	<u>3,529,282</u>	<u>3,527,398</u>	<u>3,528,184</u>

- 58) Reflects reduced debt service funding due to the retirement of Series 2012A & Series 2012B Capital Improvement Revenue Bonds payments. During last year's budget process, the Board approved a multi-year fiscal plan that anticipated utilizing this debt service savings to pay for projected costs associated with EMS, Fire Services and Solid Waste. In FY 2021, debt savings has been allocated to EMS and Solid Waste to eliminate the need for tax and fee increases for these services. In working with the City, there is no increase in the fire service fee being considered in FY 2021. However, increased cost of fire services will be part of the FY 2022 budget process and further budget reductions, increased use of fund balances or an increase in the fire services fee will be needed to fund this service.

		Capital Improvement Program							
Department / Division		FY 2019	FY 2020	FY 2021	Adopted	FY 2022	FY 2023	FY 2024	FY 2025
		Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
	Budgeted Capital Reserves	0	97,375	57,570	-40.9%	168,745	144,771	1,142,672	868,090
	Engineering Services	11,811,066	9,663,988	11,844,341	22.6%	11,003,153	13,518,555	12,606,999	12,277,515
	Facilities Management	3,386,621	3,578,283	3,339,180	-6.7%	3,228,000	3,256,060	2,716,000	3,583,800
	Fleet Management	3,149,072	2,552,545	2,955,660	15.8%	3,475,197	3,398,000	3,175,000	3,445,000
	Management Information Services	2,236,693	2,158,830	2,757,785	27.7%	2,788,885	3,347,349	3,914,826	3,915,318
	Parks & Recreation	1,494,696	3,160,000	1,312,550	-58.5%	1,385,000	825,000	1,375,000	1,225,000
	Public Works - Operations	1,306,383	835,200	185,200	-77.8%	235,200	396,832	395,168	450,805
	Solid Waste	5,004,133	170,852	211,052	23.5%	170,852	170,852	170,852	170,852
		<u>28,388,665</u>	<u>22,217,073</u>	<u>22,663,338</u>	<u>2.01%</u>	<u>22,455,032</u>	<u>25,057,419</u>	<u>25,496,517</u>	<u>25,936,380</u>

- 59) To balance the overall FY 2021 budget, a review of the capital budget plan determined that some projects could be deferred to future budget years or the funding reduced. Reductions include revised costs for the Maylor Road project, deferring for one year Baum Road drainage improvements, reducing computer replacements, deferring construction of a third dog park, the paving of the interior roads at the Fairgrounds, and Courthouse Maintenance. The FY 2021 overall capital program increased by 1.60% from FY 2020. Significant projects include: \$3.49 million for Arterial/Collector/Local Road resurfacing; \$2.92 million for the Detention Center; \$2.1 million for Maylor Road Improvements; \$1.23 million in EMS vehicle replacements; \$1.2 million for the Sidewalk Program; \$1.0 million for Solid Waste Vehicles and Equipment; \$674,500 for Transportation and Stormwater improvements; \$650,000 for Building Roofing Repair and Replacements; \$650,000 for Energy Savings Performance Contractor (ESCO); \$725,850 in L.I.F.E projects from the 2020 Sales Tax Extension including Miccosukee Sense of Place, Rural Road Safety, Boat Landings, and Street Lighting, \$550,000 for County Compute Infrastructure; \$509,000 for the Building Permit Tracking System; \$450,000 for Capital Parks Maintenance; and \$372,000 for Public Works vehicle and equipment replacement;

** Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average offset by reductions related to the six month hiring and/or travel and training freeze.*

Leon County Fiscal Year 2021 Tentative Budget
Expenditures By Department and Division
Grants Administration

Department / Division	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	Adopted Change	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Grant-Economic Development	170,591	0	-	0.00%	0	0	0	0
Grants Adult Drug Court	25,000	0	-	0.00%	0	0	0	0
Grants Court Admin	63,400	0	-	0.00%	0	0	0	0
60) Grants EMS	138,124	60,000	60,000	0.00%	60,000	60,000	60,000	60,000
61) Grants Housing	49,883	50,000	50,000	0.00%	50,000	50,000	50,000	50,000
62) Grants IDA	84,835	84,835	105,497	24.36%	107,079	108,685	110,315	111,970
63) Grants Library	46,572	15,000	15,000	0.00%	15,000	15,000	15,000	15,000
64) Grants LLEBG	0	40,000	40,000	0.00%	40,000	40,000	40,000	40,000
Grants Parks	16,110	0	-	0.00%	0	0	0	0
Grants Public Works	2,541,592	0	-	0.00%	0	0	0	0
Grants Recycling	5,925	0	-	0.00%	0	0	0	0
Grants-Emergency Management	20,083	0	-	0.00%	0	0	0	0
	3,162,114	249,835	270,497	8.27%	272,079	273,685	275,315	276,970

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

61) Reflects funding for housing rehabilitation assistance from the Housing Finance Authority.

62) Reflects increase in grant funds collected for driver's education through the collection of traffic fines in the Slosberg Drivers' Education Fund which are paid to the Leon County School Board for the driver's education program. At the January 28, 2020 Board meeting, the Additional Civil Traffic Penalty ordinance was amended to increase the penalty from \$3.00 to \$5.00 which is anticipated to generate additional revenue for the enhancement of driver education programs.

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

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

Transfers

Department / Division	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	Adopted Change	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
65) Transfers	43,803,984	47,539,076	39,777,008	-16.33%	50,977,755	52,303,302	54,951,131	55,876,349
	43,803,984	47,539,076	39,777,008	-16.33%	50,977,755	52,303,302	54,951,131	55,876,349

65) A budget transfer is the reloaning 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 in transfers is related to the Supervisor of Elections for the non-presidential preference election cycle, and the Capital Improvements fund related to the use of fund balance. The decreases are offset by an increase in transfers to the Probation, Emergency Medical Services, Capital Equipment Financing for the Sheriff Helicopter debt service, Grant, and Stormwater funds. Additional increases in transfers to the Municipal Fund for park maintenance, the Transportation Capital Improvements Fund to fund the Transportation Five-year Capital Improvement Plan, Development Services and Environmental Management Fund due to an anticipated decrease in fee revenue, and the Solid Waste fund related to an increase in the hauling and disposal and recycling contracts.

Summary Totals

	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	Adopted Change	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Leon County Government	114,808,585	120,598,974	124,031,173	2.85%	128,724,894	132,178,318	134,374,548	138,231,595
Constitutional Officers	95,788,685	95,263,838	98,988,475	3.91%	104,415,927	109,465,227	116,257,236	122,213,126
Judicial	1,029,297	1,194,854	1,208,795	1.17%	1,227,468	1,232,950	1,246,912	1,260,679
Non-Operating	42,824,677	27,108,364	29,873,531	10.20%	33,613,313	33,678,783	33,963,968	33,679,104
Capital	28,388,665	22,217,073	22,663,338	2.01%	22,455,032	25,057,419	25,496,517	25,936,380
Debt Service	7,570,684	7,569,535	3,529,937	-53.37%	3,527,793	3,529,282	3,527,398	3,528,184
Grants	3,162,114	249,835	270,497	8.27%	272,079	273,685	275,315	276,970
Total Budget Net Transfers	293,572,707	274,202,473	280,565,746	2.32%	294,236,506	305,415,664	315,141,894	325,126,038
Total Operating Budget	265,184,042	251,985,400	257,902,408	2.35%	271,781,474	280,358,245	289,645,377	299,189,658
Total Capital Budget	28,388,665	22,217,073	22,663,338	2.01%	22,455,032	25,057,419	25,496,517	25,936,380
Total County Budget	337,376,690	321,741,549	320,342,754	-0.43%	345,214,261	357,718,966	370,093,025	381,002,387
Total County Minus Transfers	293,572,707	274,202,473	280,565,746	2.32%	294,236,506	305,415,664	315,141,894	325,126,038

Leon County Fiscal Year 2021 Tentative Budget

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

Expenditure Summary by Category	FY19 Adopted	FY20 Adopted	% Change	FY21 Budget	% Change	Reference
MANDATORY						
<u>Constitutional Officers</u>						
Supervisor of Elections	4,118,199	5,485,288		4,413,603		FS 129.202, FS 97-107
Tax Collector	5,245,038	5,406,444		5,802,167		FL Constitution: Article VIII Section 1(d), FS 192.091(2), FS 197
Property Appraiser	5,088,414	5,059,837		5,215,123		FL Const: Article VIII Section 1(d), FS 192.091(1), FS 193.023, FS 193-194, 196, 200
Sheriff	75,476,503	77,045,865		81,219,754		FL Constitution: Article VIII Section 1(d), FS 30.49 and 30.50
Clerk of Court	2,185,369	2,266,404		2,337,828		FL Constitution: Article VIII Section 1(d), FL Constitution: Article V Section 16
	92,113,523	95,263,838	3.42%	98,988,475	3.91%	
<u>Judiciary (Article V)</u>						
State Attorney	133,300	132,120		130,950		FL Const: Article V Sec. 14 & 17, FS 29.008
Public Defender	136,390	134,980		141,745		FL Const: Article V Sec. 14 & 18, FS 29.008
Guardian Ad Litem	22,712	23,425		24,277		FS 29.008, FS 39.8296
Court Administration	173,588	175,554		185,228		FL Constitution: Article V, FS 29.008
Legal Aid	313,019	311,404		308,895		FS 939.185(2)
subtotal	779,009	777,483	-0.20%	791,095	1.75%	
<u>Charter</u>						
County Commission	1,838,741	1,880,430		1,911,276		FL Constitution: Article VIII Section 1(e), FS 125.01, Leon County Charter
County Attorney	2,061,872	2,121,437		2,011,946		Leon County Charter, LCL: Ch 2-Article X Section 2-503, FS 127.01
County Administrator's Office	1,133,103	1,199,472		1,238,043		Leon County Charter, LCL: Ch 2-Article X Section 2-501, F.S. 125.7
subtotal	5,033,716	5,201,339	3.33%	5,161,265	-0.77%	
<u>Payments</u>						
CRA-Payment	2,277,443	2,733,540		3,518,010		FS 163.506
Debt Service	7,575,318	7,569,535		3,529,937		FS 130
Medical Examiner	460,225	540,441		717,875		FS 406.08
Tubercular Care & Child Protection Exams	61,000	61,000		61,000		FS 392.68
Baker and Marchman Act	638,156	638,156		638,156		FS 394.76(3)b
Medicaid & Indigent Burial	3,101,226	3,335,672		3,514,803		Med: FS 409.915, IB: FS 406.50
Tax Deed Applications	45,000	45,000		45,000		FS 197.502
Juvenile Detention Payment	900,000	1,567,768		1,174,781		FS 985.686
subtotal	15,058,368	16,491,112	9.51%	13,199,562	-19.96%	
<u>Transportation/Stormwater</u>						
Public Works Support Services	635,167	605,428		627,095		
Engineering Services	3,970,872	3,976,392		3,958,223		FS 316.006(3)
Transportation Maintenance	4,581,710	4,674,502		4,699,676		FS 206.47(7), FS 206.60(2), FS 336.02(1)
Right of Way Maintenance	2,965,534	2,972,786		2,939,347		FS 337.401
Stormwater Maintenance	3,374,244	3,373,311		3,223,759		LCL: Ch 10-Article VII Div. 1 & 2, FS 403.0893
subtotal	15,527,527	15,602,419	0	15,448,100	(0)	
<u>Development Support & Environmental Management</u>						
Development Services (not including Bldg Dept)	840,265	866,527		862,945		LCL: Chapter 10, FS 163.3180, FS 163.3202
Environmental Compliance	1,569,082	1,626,593		1,571,074		County Charter, LCL: Ch 10-Article IV Sec. 10, FS 380.021
Development and Environmental - Support Services	560,917	607,249		615,188		Supports functions of Fund 121
subtotal	2,970,264	3,100,369	4.38%	3,049,207	-1.65%	
<u>Other</u>						
Veterans Services	207,113	220,698		215,077		FS 292.11
Planning	973,467	1,145,289		1,082,305		FS 163.3174, FS 163.3167(2)
Court House Annex	462,201	495,142		557,930		FL Constitution: Article V, FS 29.008
Property/Liability Insurance	1,093,455	1,091,566		1,149,545		
subtotal	2,736,236	2,952,695	7.91%	3,004,857	1.77%	
<u>Solid Waste</u>						
Landfill Closure	-	-		-		FS 403.707
Transfer Station	7,079,329	8,315,757		11,068,224		FS 403.706 and Interlocal Agreement
Solid Waste Management Facility	555,284	454,849		540,975		FS 403.706 and Interlocal Agreement
Hazardous Waste	696,707	722,619		735,726		FS 403.7225, FS 403.704
subtotal	8,331,320	9,493,225	13.95%	12,344,925	30.04%	
TOTAL MANDATORY	142,549,963	148,882,480	4.44%	151,987,486	2.09%	

Leon County Fiscal Year 2021 Tentative Budget

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

Expenditure Summary by Category	FY19 Adopted	FY20 Adopted	% Change	FY21 Budget	% Change	Reference
NON-MANDATORY						
Jail Detention/Mental Health Coordination	41,542	42,870		45,136		FL Const: Article V Section 14(c), FS 29.008
Pre-Trial Release	1,229,551	1,400,119		1,451,921		Provided alternative to incarceration
Code Enforcement	499,839	515,037		496,818		Numerous Leon County Code of Laws
Economic Development	304,755	77,000		0		FS 951.26
Community and Media Relations	672,832	779,612		753,526		FS 125.001
Volunteer Services	207,259	216,339		188,225		FS 125.9503, County Emergency Management Plan
Parks and Recreation	3,016,978	3,123,613		3,232,597		
Cooperative Extension	433,603	429,723		442,331		FS 1004.37
Mosquito Control	847,506	851,209		807,504		FS 388.161-162
Library	7,200,086	7,215,120		6,598,174		
Housing Services	559,103	585,596		601,674		FS 420.9075, FS 420.9079, FS 125.0103(7)
Health Department	237,345	237,345		237,345		FS 154.01
						FS 828.03(1), FS 828.27 - Cruelty, FS 828.30 - Rabies, FS 588.16, LCL: Chapter 4, F.A.C 64D-3.040
Animal Control	1,478,951	1,600,104		1,815,890		
Probation	1,237,417	1,243,195		1,227,925		Provides an alternative to the County Jail
Rural Waste Service Centers	659,917	680,923		742,376		
Yard Waste	417,092	388,181		403,564		
Primary Health Care	1,831,620	1,828,022		1,824,059		FS 154.011, LCL: Ch 11-Article XVII Sec. 11
Office of Sustainability	312,706	322,550		331,364		
Strategic Initiatives	746,007	831,822		808,279		
Real Estate	299,410	355,111		344,646		
subtotal	22,233,519	22,723,491	2.20%	22,353,354	-1.63%	
Agreements/Payments						
Fire Department - City Payment	7,554,132	7,852,738		8,351,804		FS 125.01(1)d and Interlocal Agreement
City Payment - Parks Rec/Animal Shelter	1,384,178	1,443,005		1,504,334		Interlocal Agreement with City of Tallahassee
subtotal	8,938,310	9,295,743	4.00%	9,856,138	6.03%	
Outside Agency Funding						
Council on Culture & Arts (COCA)	1,572,625	1,318,462		1,027,347		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	1,920,384	1,666,221	-13.24%	1,375,106	-17.47%	
Miscellaneous						
Human Services CHSP	1,370,293	1,480,524		1,691,580		County Policy No. 01-04
Military Grant	100,000	100,000		33,000		County Policy No. 03-18
Summer Youth Employment	40,606	40,666		40,727		
Volunteer Fire Department	482,479	482,479		482,479		
Diversionsary Funding	100,000	100,000		100,000		
Blueprint 2000	636,693	436,719		578,609		
subtotal	2,730,071	2,640,388	-3.29%	2,926,395	10.83%	
Event Sponsorships						
Community Events	15,000	15,000		25,000		
North Florida Homeless Veterans Stand Down	10,000	10,000		10,000		
Honor Flight	20,000	20,000		20,000		Ordinance 2006-34
Operation Thank You!	15,900	15,900		20,900		Ordinance 2006-34
Veterans Day Parade	5,000	5,000		5,000		Ordinance 2006-34
subtotal	65,900	65,900	0.00%	80,900	22.76%	
TOTAL NON-MANDATORY	35,888,184	36,391,743	1.40%	36,591,893	0.55%	

Leon County Fiscal Year 2021 Tentative Budget

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

Expenditure Summary by Category	FY19 Adopted	FY20 Adopted	% Change	FY21 Budget	% Change	Reference
SUPPORT FUNCTIONS						
Office of Management & Budget/Risk Management	997,014	1,025,650		1,004,655		FS 129
Facilities Management	9,216,905	12,270,320		12,063,601		FS 29.008 Maintains County Facilities
Human Resources	1,405,087	1,509,093		1,526,508		Implement Federal and State legislation regarding employment practices
Management Information Services	6,962,794	7,191,373		7,483,475		FS 29.008 Maintains all County information systems - emails, hardware, software, etc
Purchasing	617,901	603,731		585,743		FS 274.03, FS 287, LCL: Chapter 2-Article IX Section 2.401
Geographic Information Systems	2,041,572	2,103,224		2,099,120		Interlocal Agreement with the City of Tallahassee
Non-Operating (Audit, Bank Charges, etc.)	862,159	986,387		1,016,436		
TOTAL SUPPORT FUNCTIONS	22,103,432	25,689,778	16.23%	25,779,538	0.35%	
RESERVES						
Budgeted Contingency; all funds	2,411,003	324,003		908,541		
TOTAL BUDGETED RESERVES	2,411,003	324,003	-86.56%	908,541	180.41%	
TOTAL GENERAL REVENUE SUPPORTED	202,952,582	211,288,004	4.11%	215,267,458	1.88%	
SELF SUPPORTING AND INTERNAL SERVICES						
Building Inspection	1,889,750	1,969,134		2,024,882		Numerous FS cites - see division page
Fleet Management	2,718,129	2,891,643		3,073,578		
Risk Management - Workers Comp	3,126,368	3,538,278		3,842,403		Workers Compensation, Property, Liability Insurance
Communications Trust Fund	1,697,092	1,477,683		1,921,426		
Teen Court	70,815	71,099		73,422		FS 938.19, Ordinance 9-18, LCL: Ch 7- Article 2 Section 7-28
Drug Abuse Trust Fund	87,068	80,750		84,835		
Judicial Programs	266,138	303,402		299,142		FS 939.185, LCL: Ch 7-Article II Section 7-24
Other Grant Related Activity	785,113	728,543		669,274		
Emergency Management Grant Match	121,155	121,221		121,221		
Emergency Management Grants	-	224,993		233,883		
9-1-1 Funding	1,240,790	1,215,400		1,234,700		FS 365.171
Consolidated Dispatch Agency (CDA) ³	2,774,529	2,896,461		3,165,150		
Emergency Medical Services (EMS)	17,604,362	18,049,763		20,336,869		FS 125.01(1)e, LCL: Ch 8-Article III Section 8
Tourism Development Funding	4,394,308	4,997,821		3,353,120		
Killearn Lakes Special Assessment	232,500	232,500		232,500		Interlocal Agreement with the City of Tallahassee
800 MHz Radio Support	1,509,893	1,641,820		1,686,950		
Huntington Oaks Plaza	94,901	86,535		105,695		
Drug & Alcohol Testing	154,163	170,349		175,899		
TOTAL SELF SUPPORTING AND INTERNAL SERVICES	38,767,074	40,697,395	4.98%	42,634,949	4.76%	
TOTAL OPERATING BUDGET	241,719,656	251,985,399	4.25%	257,902,407	2.35%	
TOTAL CAPITAL BUDGET	21,799,886	22,119,698	1.47%	22,605,768	2.20%	
TOTAL CAPITAL RESERVES	80,655	97,375	20.73%	57,570	-40.88%	
GRAND TOTAL	263,600,197	274,202,473	4.02%	280,565,746	2.32%	

Notes:

1. Definitions of categories:

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

- Non-Mandatory: Expenditures that are not required.

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

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

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

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

Leon County Fiscal Year 2021 Tentative Budget

Major Revenues

(FY 2021 Revenue Estimates projected in Millions at 95%)

AD VALOREM PROPERTY TAXES (\$148.42)

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 (\$3.72)

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

9TH CENT GAS TAX (\$1.42)

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 (\$4.23)

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

ENVIRONMENTAL PERMITS (\$1.42)

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

BUILDING PERMITS (\$1.83)

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 (\$3.49)

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 (\$10.70)

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 (\$8.84)

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 (\$2.83)

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 (\$3.02)

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 (\$4.39)

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

EMERGENCY MEDICAL SERVICES MSTU and AMBULANCE FEES (\$21.08)

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

PROBATION FEES (\$0.68)

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 (\$9.53)

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

FIRE SERVICES FEE (\$8.49)

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

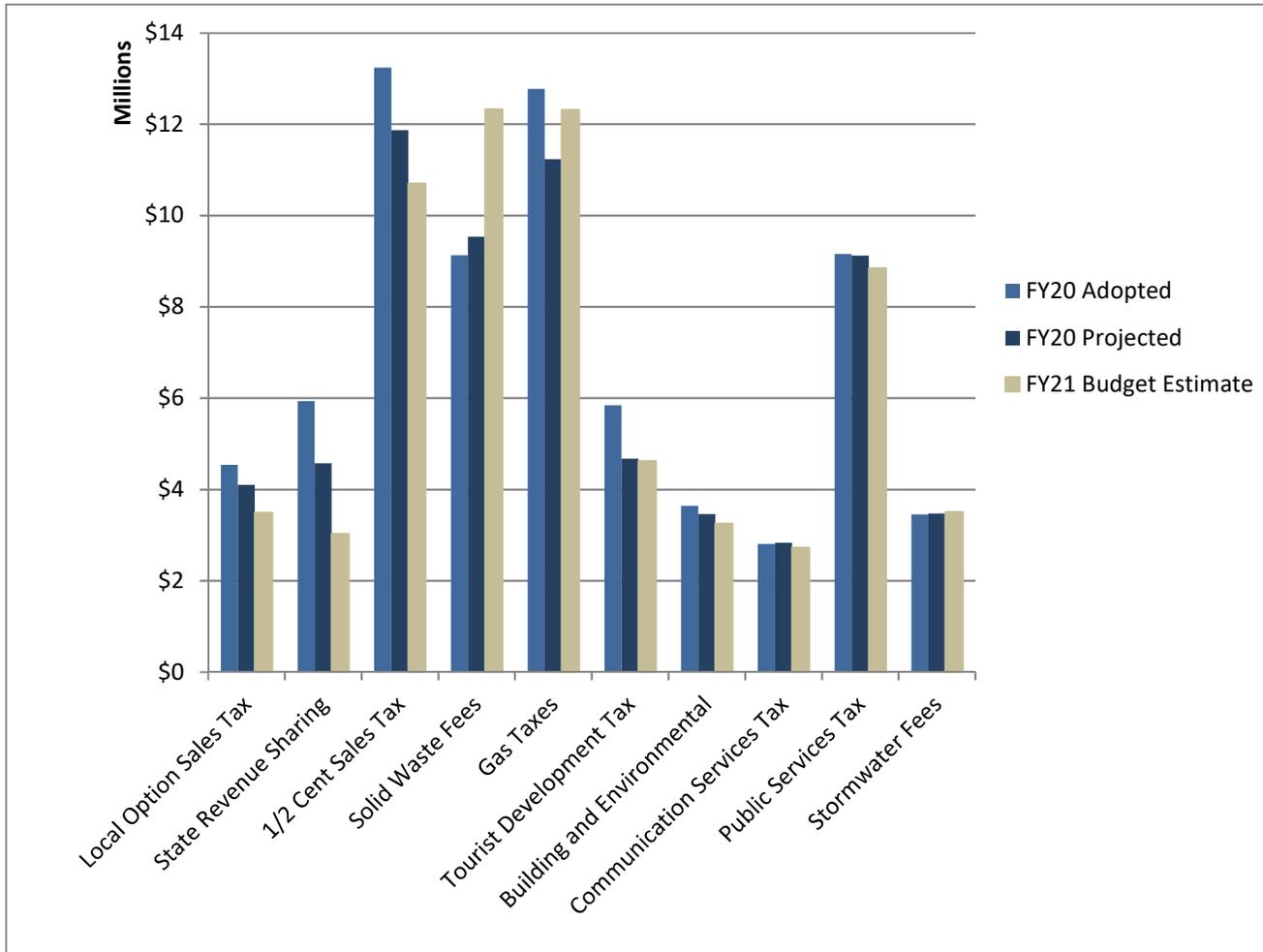
COURT FACILITIES FEE (\$0.64)

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 2021 Tentative Budget

Major Revenues

FY 2020 AND FY 2021 REVENUE PROJECTIONS



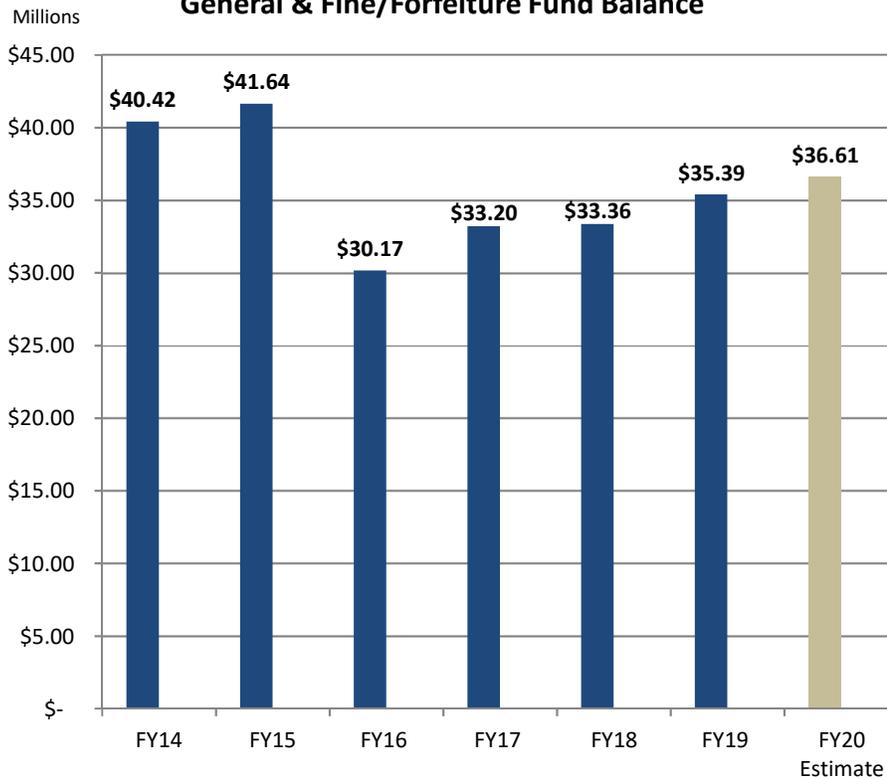
Adopted Budget FY 2020, Projected Actual Collections FY 2020, and Budget FY 2021:

This chart illustrates a comparison between the current budget, the projected actual collections for FY 2020, and the FY 2021 budget estimates. The chart depicts FY 2021 revenues forecasted at 95% as required by Florida Statute. Detailed charts of these revenues are shown on the subsequent pages, including ad valorem taxes.

Leon County Fiscal Year 2021 Tentative Budget

Major Revenues

General & Fine/Forfeiture Fund Balance

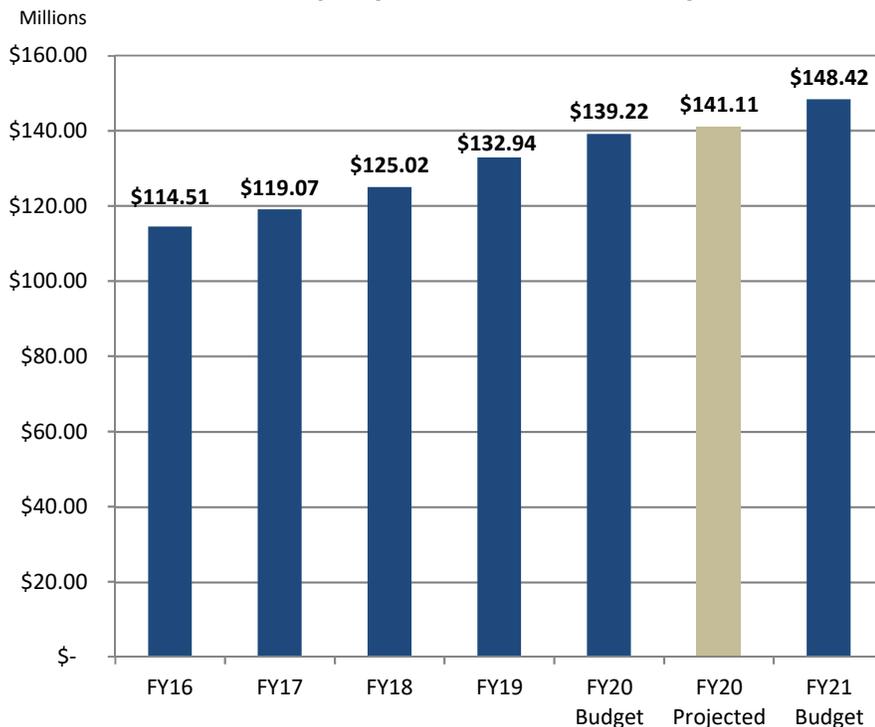


General Fund – Fund Balance

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 decrease from FY 2015 – FY 2016 is due to the mid-year appropriation of \$9.6 million to fund one-time capital projects. The audited year ending fund balance for FY 2018 is \$33.36 million and \$35.39 million for FY 2019, including \$21.79 million in FEMA reimbursements for Hurricanes Irma and Michael. The FY 2020 estimated fund balance includes \$190,150 in FEMA reimbursements from Hurricanes Irma and Michael. This fund balance reflects 23% of FY 2020 operating expenditures.

The unaudited year ending fund balance estimate for FY 2020 is \$36.61 million. To follow the Leon County Reserves Policy minimum and maximum levels, the FY 2020 General & Fine/Forfeiture Fund Balance would have to remain between \$22.5 million and \$45.0 million. As depicted, the fund balance is within this range.

Ad Valorem Property Taxes: 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.

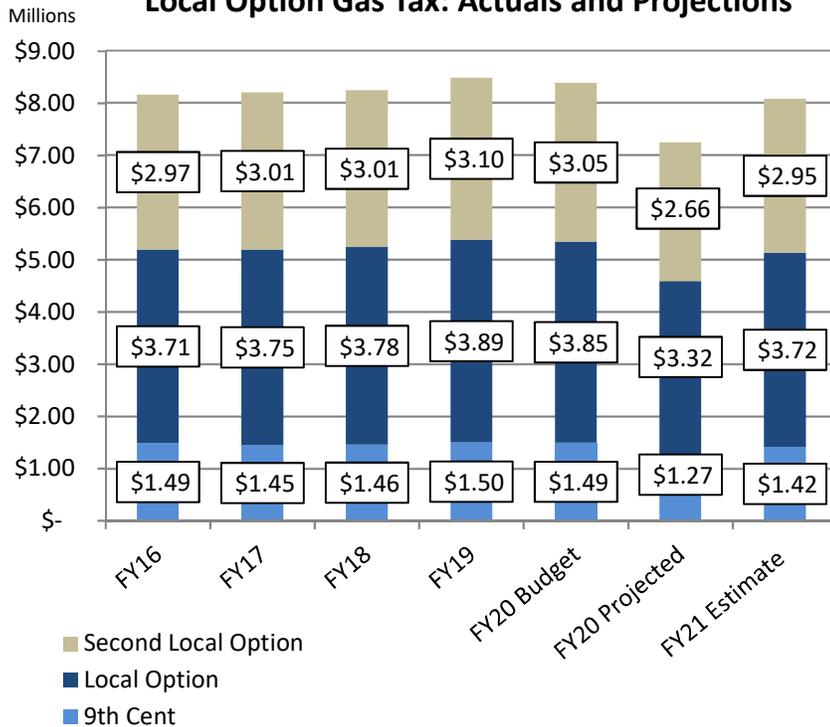
In January 2008 a constitutional amendment was passed that established restrictions on property valuations, such as an additional \$25,000 homestead exemption and Save Our Homes tax portability. These restrictions limit the future growth in ad valorem taxes. Due to an increase in property values, with the millage rate remaining 8.3144, the FY 2021 projected actual Ad Valorem Taxes will increase from FY 2020.

Fiscal Year 2021 Ad Valorem taxes projection reflects a 6.7% increase in Ad Valorem revenue collections over the FY 2020 budgeted amount. Final property valuations were provided by the Property Appraiser's Office on July 1, 2020.

Leon County Fiscal Year 2021 Tentative Budget

Major Revenues

Local Option Gas Tax: Actuals and Projections



Local Option Gas Tax:

9th 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.

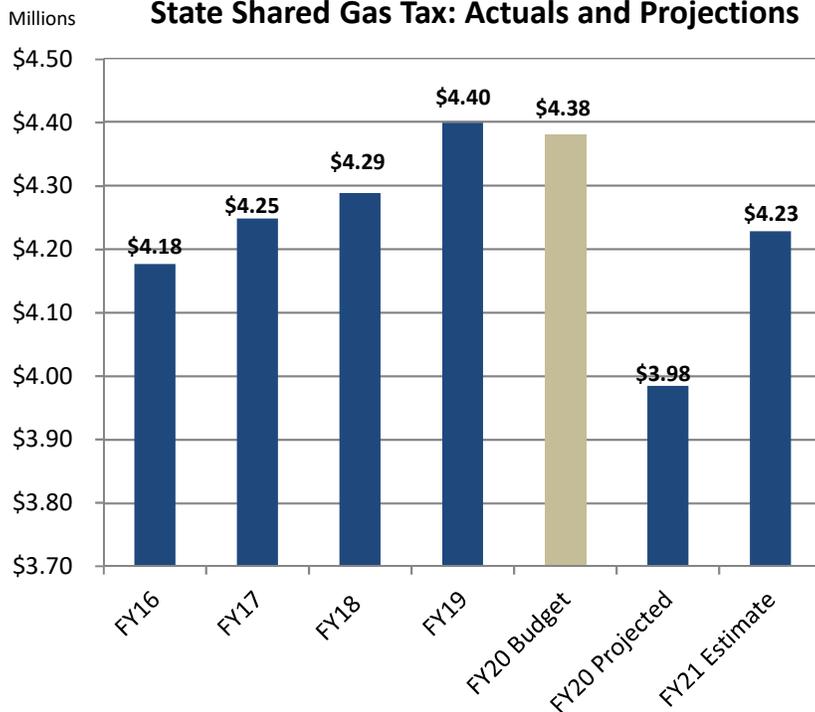
Local Option Gas Tax: This tax is a locally imposed 6 cents per gallon tax on every net gallon of motor and diesel fuel. Funds are restricted to transportation related expenditures. In September 2013, the County and City amended the Inter-local Agreement, which authorizes the extension of 6 cents gas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

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

The amounts shown are the County's share only.

Due to the COVID-19 pandemic, more people are working from home, resulting in less vehicle activity and fuel consumption, which contributes to the reduction in anticipated revenue in the Local Option Gas Tax. The FY 2020 projections for this consumption-based tax are 14% lower than budgeted. The FY 2021 estimated budget projects a 4% decrease over the FY 2020 budget.

State Shared Gas Tax: Actuals and Projections



State Shared Gas Tax:

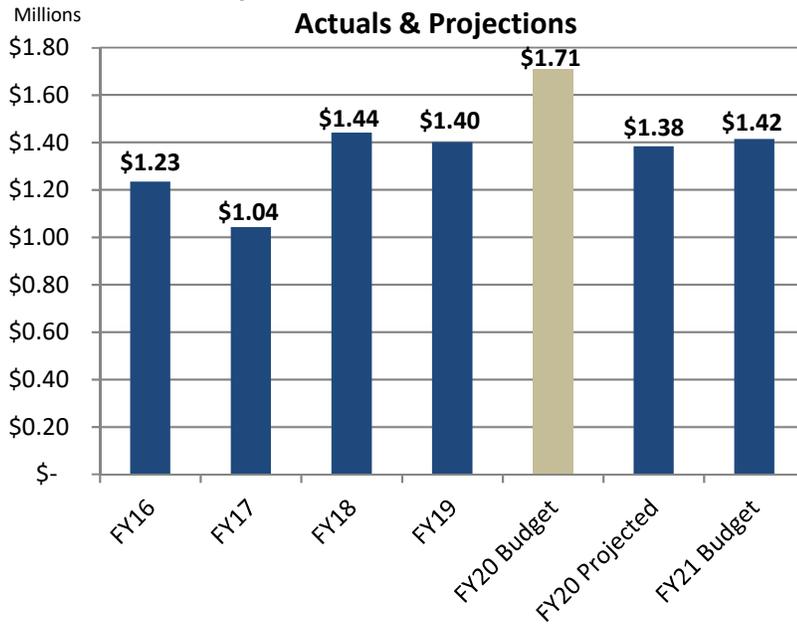
The State Shared Gas Tax consists of two discrete revenue streams: County Fuel Tax and the Constitutional Gas Tax. These revenues are all restricted to transportation related expenditures (Florida Statutes 206 and others). These revenue streams are disbursed from the State based on a distribution formula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

The COVID-19 pandemic and the sustained global economic disruption surrounding the public health emergency has impacted governments, businesses, and individuals across the world. COVID-19 has changed statewide fuel consumption since people are forgoing non-essential travel. The FY 2020 projections for this consumption-based tax are 9% lower than budgeted. The FY 2021 estimated budget projects a 4% decrease over the FY 2020 budget.

Leon County Fiscal Year 2021 Tentative Budget

Major Revenues

Development & Environmental Permit Fees: Actuals & Projections

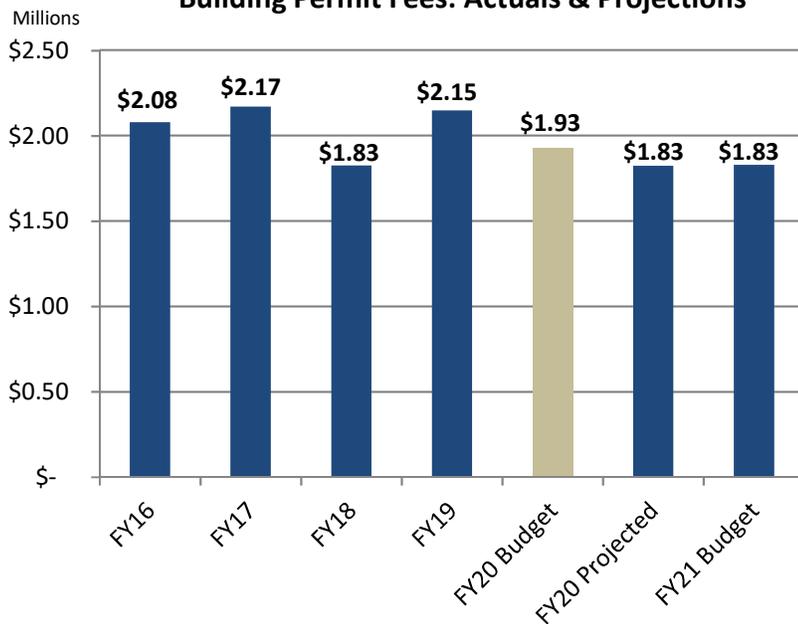


Environmental Permit Fees:

Environmental Permit Fees are derived from development projects for compliance with stormwater, landscape, tree protection, site development and zoning, and subdivision regulations. As a result of a fee study, the Board adopted a revised fee resolution effective October 1, 2006. On March 11, 2008 the Board approved an overall fee increase of 20% in addition to adopting new fees for Growth Management. The new fees were implemented immediately, and the overall fee increase was effective as of October 1, 2008.

Development and Permit fees have leveled out after the recession. The FY 2020 projection is comparable to FY 2019 but will fall short of the FY 2020 budget. The FY 2021 projected budget reflects a level trend in permitting activity.

Building Permit Fees: Actuals & Projections



Building Permit Fees:

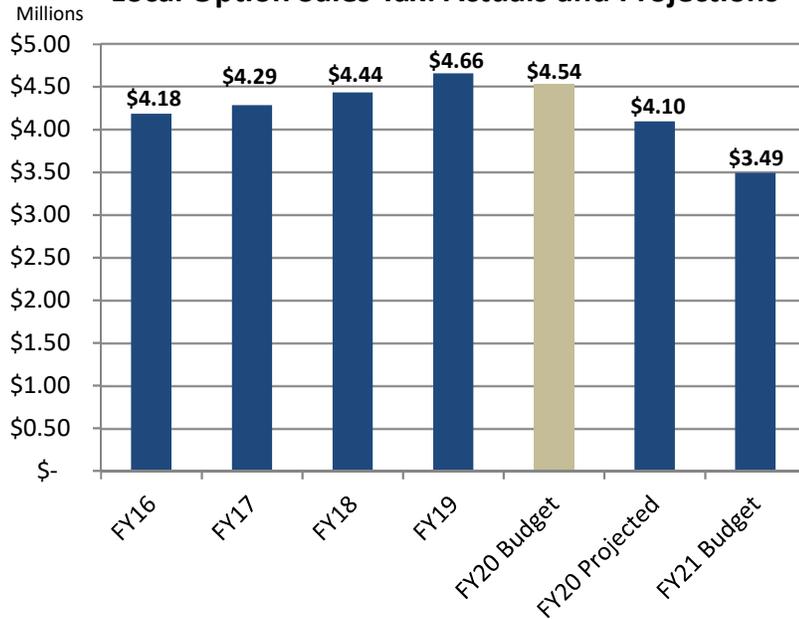
Building Permit Fees are derived from developers of residential and commercial property and are intended to offset the cost of inspections to assure that development activity meets local, State and federal building code requirements. The County only collects these revenues for development occurring in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

Estimates for FY 2020 indicate a 14% decline in revenues from FY 2019 showing a moderation in building permitting activity from the previous year. 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. The FY 2021 projected budget reflects a continued level trend in permitting activity.

Leon County Fiscal Year 2021 Tentative Budget

Major Revenues

Local Option Sales Tax: Actuals and Projections



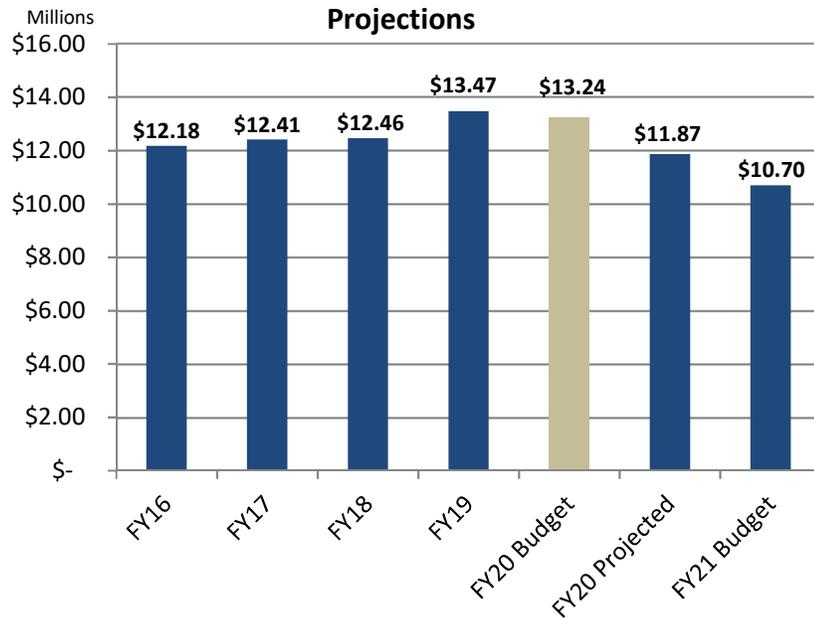
Local Option Sales Tax:

The Local Option Sales Tax is a 1 cent sales tax on all transactions up to \$5,000. In a November 2000 referendum, the sales tax was extended for an additional 15 years beginning in 2004. In a November 2014 referendum, the sales tax was extended for another 20 years beginning in 2020. The revenues are distributed at a rate of 10% to the County, 10% to the City, and 80% to Blueprint 2000.

The amounts shown are the County's share only.

COVID-19 has dramatically changed the local economy and will significantly reduce County revenues in several areas, including the Local Option Sales Tax. Locally economic spending has slowed on taxable goods reducing sales tax collections. Anticipated collections are 10% less than the budgeted amount. FY 2021 estimated budget is 23% less than the FY 2020 budget.

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



Local Government 1/2 Cent Sales Tax:

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

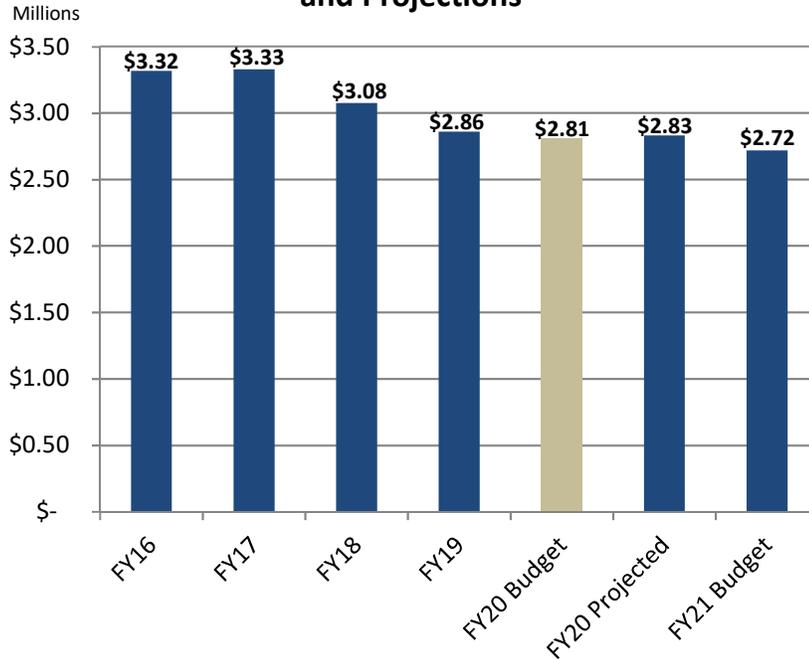
The amounts shown are the County's share only.

COVID-19 has dramatically changed the local economy and will significantly reduce County revenues in several areas, including the Local Government Half-Cent Sales Tax. This state shared revenue is reflective of local consumer spending in Leon County, which was reduced due to the impacts of COVID-19. Projected collections for FY 2020 anticipate a 10% decrease over the budgeted amount. The FY 2021 preliminary budget shows a 19% decrease over the FY 2020 budget.

Leon County Fiscal Year 2021 Tentative Budget

Major Revenues

Local Communications Services Tax: Actuals and Projections



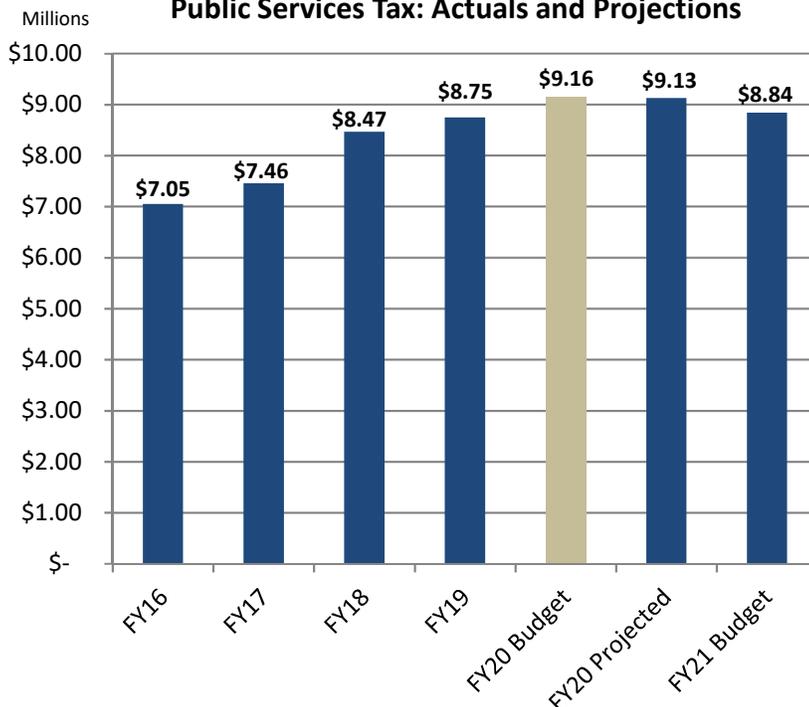
Communication Services Tax:

The Communication Services Tax (CST) combined seven different State and local taxes or fees by replacing them with a two-tiered tax, each with its own rate. These two taxes are (1) The State Communication Services Tax and (2) The Local 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. Initially, Leon County was not following the trend; however, in FY 2015, proceeds began declining. FY 2019 revenues came in lower than budgeted and FY 2020 revenues are in line with the budgeted amount. The budget for FY 2021 is 3% lower than the FY 2020 budget.

Part of this decline is due to the Florida Department of Revenue notifying the County's Office of Financial Stewardship of an adjustment in the amount of \$329,729 due to the erroneous overpayment of local taxes. This adjustment will be deducted from future monthly distributions effective March 2018. This adjustment will be spread over 36 months and will average a monthly deduction of \$9,159 until March 2021.

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.

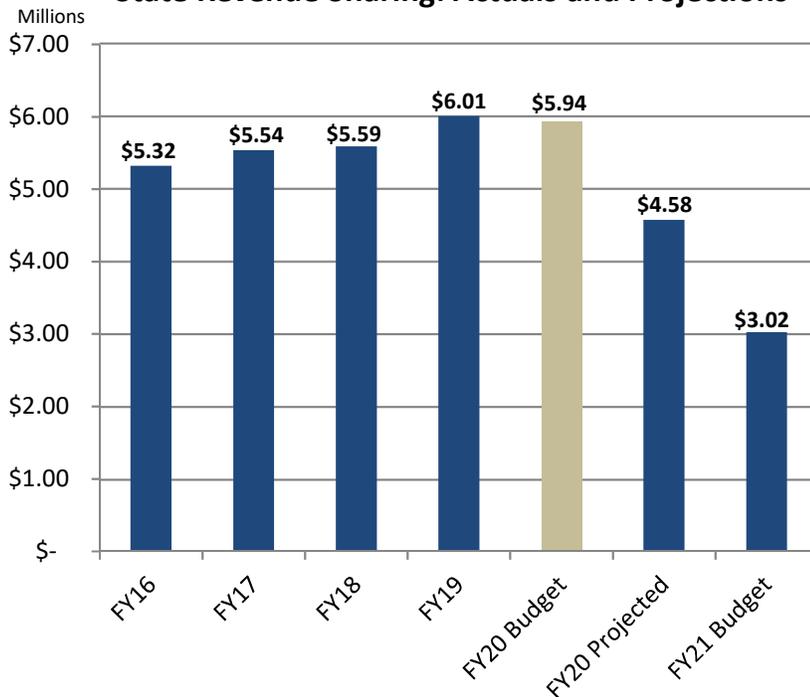
Due to its consumption basis, this tax is subject to many variables including rates and usage.

FY 2020 revenues are projecting to increase by 4% over FY 2019 revenues but just shy of the FY 2020 budget. The FY 2021 estimate indicates a 3% reduction due to milder winters generating lower utility bills. In addition, this revenue is somewhat affected by the COVID-19 stay-at-home orders and reduced economic activity with businesses consuming less utilities.

Leon County Fiscal Year 2021 Tentative Budget

Major Revenues

State Revenue Sharing: Actuals and Projections

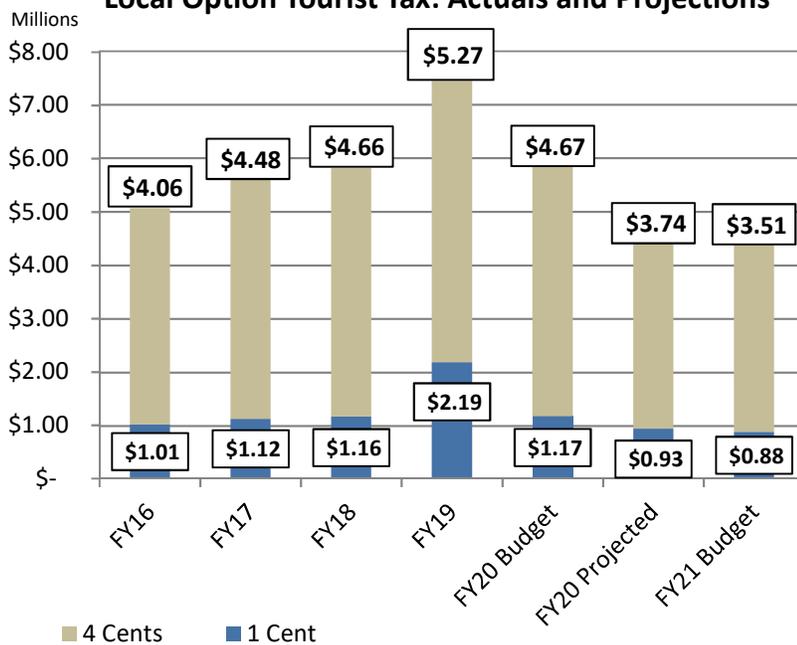


State Revenue Sharing:

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

The COVID-19 pandemic and the sustained global economic disruption surrounding the public health emergency has impacted governments, businesses, and individuals across the world. COVID-19 has dramatically affected statewide consumer spending, which has significantly reduced statewide sales tax collections. For state revenue sharing Leon County is projected to receive 23% less than budgeted for FY 2020, with an additional 49% decrease from the FY 2020 budget in FY 2021.

Local Option Tourist Tax: Actuals and Projections



Local Option Tourist Tax:

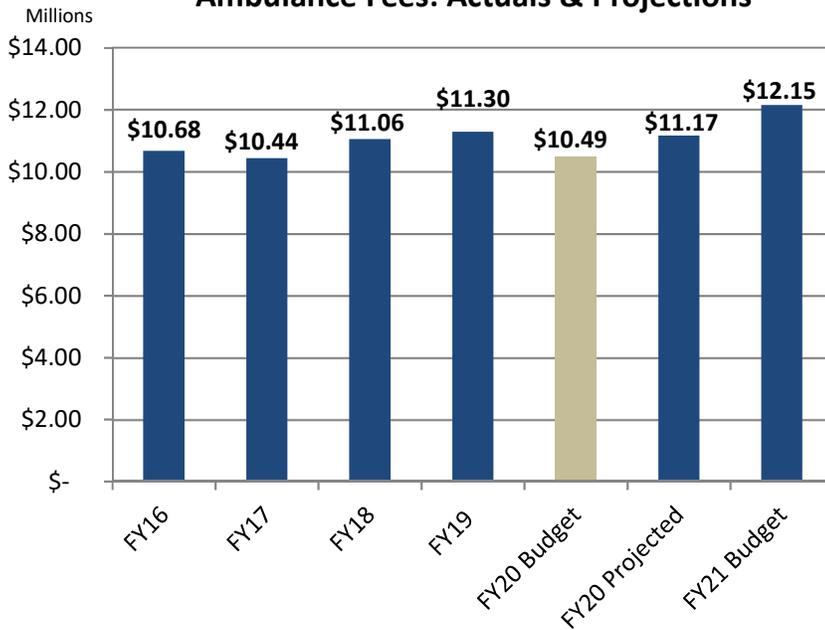
The Local Option Tourist Tax is a locally imposed 5% tax levied on rentals and leases of less than 6-month duration. This tax is administered locally by the Tax Collector. The funds are restricted to advertising, public relations, promotional programs, visitor services and approved special events (Florida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

COVID-19 has dramatically changed the local economy and will significantly reduce County revenues in several areas, and no revenue has been impacted more than the Tourist Development Tax. The national, state, and local recommendations for social distancing, cancellation of collegiate athletics, and the cancellation of the community's largest seasonal events (Springtime Tallahassee, Word of South Festival, LeMoyne Chain of Parks Art Festival, and the Leon County Concert Series at the Amphitheater) is anticipated to result in a 33% decline in TDT revenues over FY 2019 collections. Following suit in FY 2021, projections indicate decline by 25% over the FY 2020 budget.

Leon County Fiscal Year 2021 Tentative Budget

Major Revenues

Ambulance Fees: Actuals & Projections



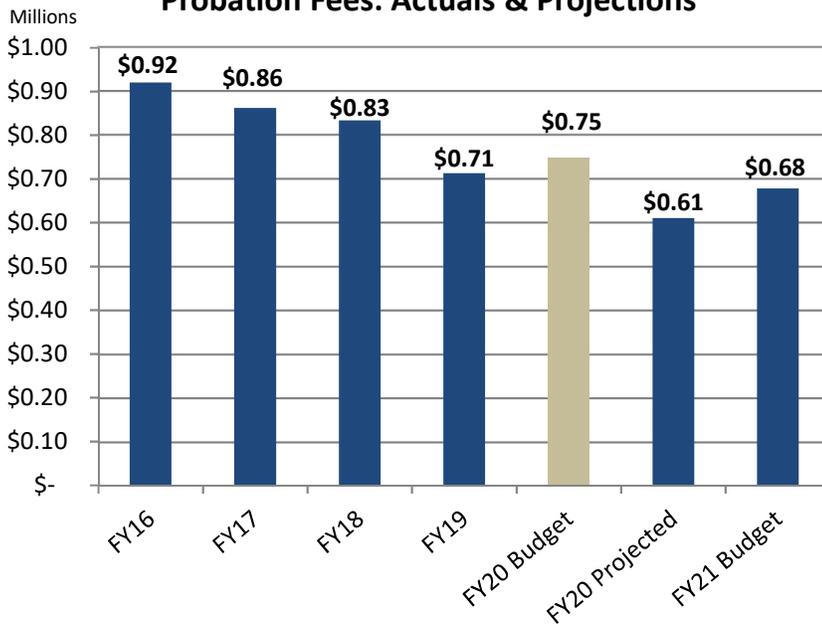
Ambulance Fees:

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

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

In FY 2008, the County established a collection policy to pursue uncollected bills, and to allow the write-off of billings determined uncollectible. In order to more accurately estimate revenues, the forecasting methodology shifted from a collection receivables basis to a cash basis. On April 24, 2018 the Board approved a 24% fee reduction in ambulance fees effective June 1, 2018. Actual revenues for FY 2020 are projected to increase by 6% over the budgeted amount due to contract collections from Capital Regional Medical Center (CRMC) and the collection of outstanding billings from the previous rates. The increases in February, March and April collections reflect the additional transport billing for CRMC. Revenue is anticipated to increase 9% in FY 2021 over the FY 2020 projection primarily due to the addition of CRMC transports.

Probation Fees: Actuals & Projections



Probation Fees:

The Probation Fees are a combination of County court probation fees, alternative community service fees, no-show fees (all governed by Florida Statute 948) and 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.

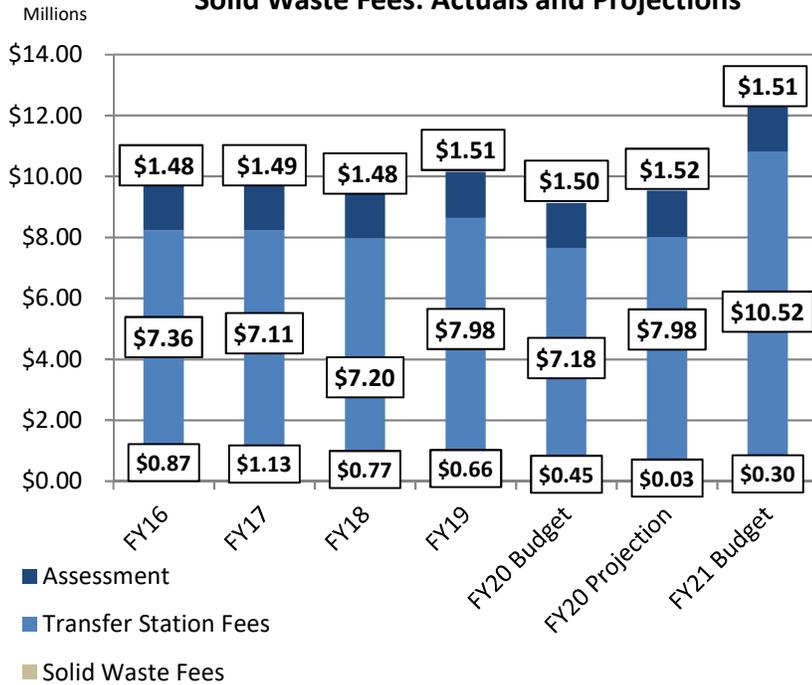
Revenues collected through Probation and Pre-Trial fees have steadily declined since FY 2015. This can be attributed to a decline in Probation and Pre-Trial caseloads, early termination of sentences and a decrease in court ordered GPS (Global Positioning Satellite) electronic monitoring/tracking and withheld adjudications for offenders unable to afford fees.

The effects of COVID-19 can be seen in Pre-Trial and Probation Fees due to temporary office closures, which required clients to mail in payments. Offices have reopened in a limited capacity, seeing only 20% of clients. FY 2020 projected revenue is expected to be 18% lower than the budget as the amount of fees that go uncollected remains consistent. The FY 2021 estimated budget projects a revenue decrease of 9% over FY 2020.

Leon County Fiscal Year 2021 Tentative Budget

Major Revenues

Solid Waste Fees: Actuals and Projections



Solid Waste Fees:

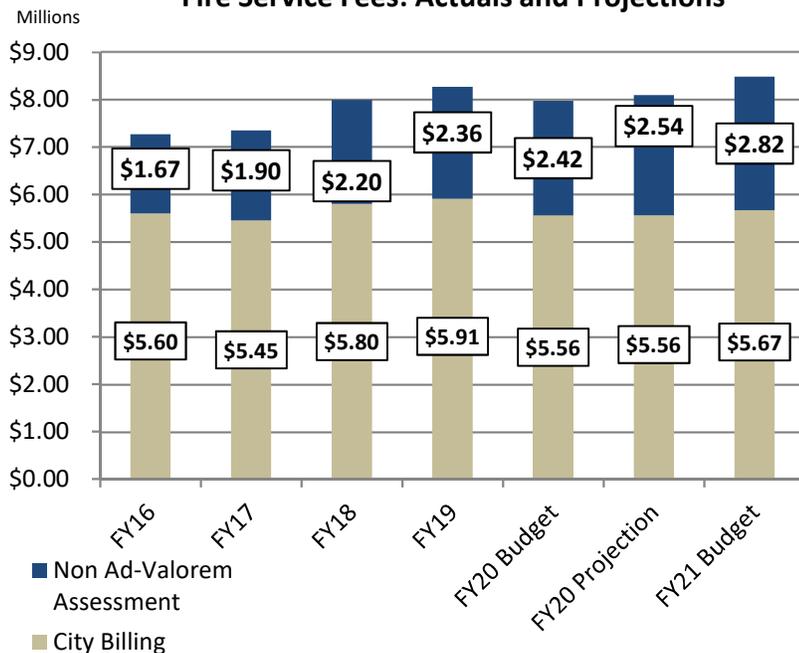
Solid Waste Fees are collected for sorting, reclaiming, disposing of solid waste at the County landfill and transfer station. Revenues collected will be used for the operation of all solid waste disposal sites.

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

Between FY 2017 - 2019, Leon County experienced three years of back-to-back hurricanes, Michael, Irma and Hermine, causing an increase in refuse to the transfer station.

FY 2020 revenue estimates project a 14% increase over the budgeted amount. FY 2021 budget indicates an increase of 35% in revenue collections over the FY 2020 budget. This increase is due the tipping fee moving from \$38.80 to \$42.15 per ton, as approved by the Board at the February 12, 2019 meeting, while maintaining the lowest fee in the region. Also, Rural Waste Service Center fees were eliminated in FY 2020, resulting in a modest reduction from prior years in Solid Waste Fees. As felt across the nation, the cost of recycling is outpacing the revenues it previously generated. Leon County is working with a consultant and the City to find the lowest cost sustainable solution to maintain recycling efforts.

Fire Service Fees: Actuals and Projections



Fire Services Fee:

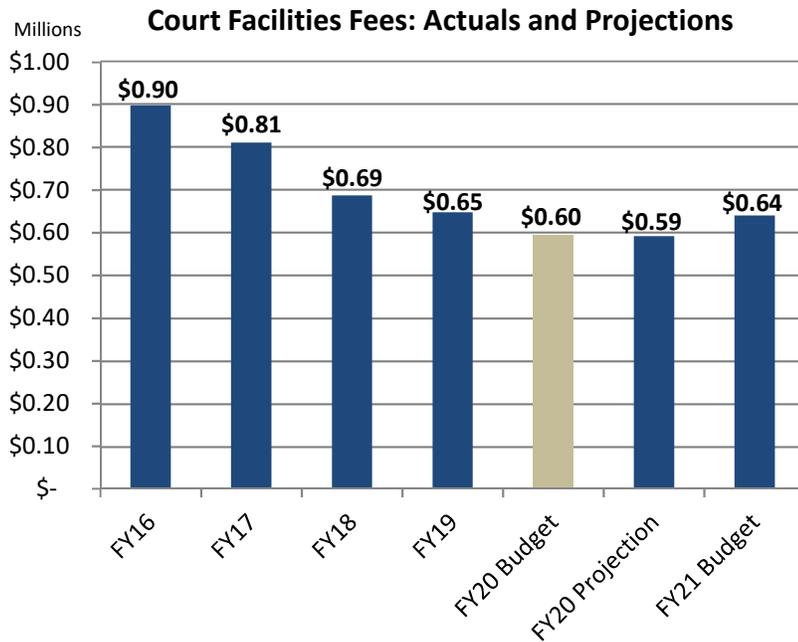
The fire service fee is collected for enhanced fire protection services in the unincorporated area of Leon County.

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

Property owners in the unincorporated area, not on city utilities, are billed quarterly. Those who do not pay their bills are transferred to the property tax bill as a non-ad valorem assessment. This accounts for the increase in the non-ad valorem assessment collections. FY 2020 is anticipated to follow that same trend.

Leon County Fiscal Year 2021 Tentative Budget

Major Revenues



Court Facilities Fee:

Court Facilities Fees are established to fund “state court facilities” as defined in Chapter 29, Florida Statutes (2009). On June 19, 2009, legislation approved permitting counties to change the surcharge placed on non-criminal traffic infractions from \$15 to \$30. In FY 2017 the County collected \$1.2 million in these fees but expended more than \$9.4 million on behalf of the State Court system.

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

Collection fees were increasing in the first half of the year due to the issuance of more traffic citations. The stay at home order and shift to telecommuting due to COVID-19 has impacted the number of cars on the road, which impact the number of traffic ticket violations that are recorded. The FY 2020 projections are indicating a 3% decrease from the budgeted amount. FY 2021 estimates are 7% higher than the FY 2020 budget due to the initial trend of increased citations continuing.

Leon County Fiscal Year 2021 Tentative Budget

Recommended Position Changes

Positions Additions and Deletions

Leon County Government	FTE	Impact	Judicial and Constitutionals	FTE	Impact
Library Services ¹			Constitutionals		
3 PT Information Professional	(1.50)	\$ (62,400)	Sheriff - Law Enforcement		
6 PT Library Assistant	(3.00)	\$ (71,268)	Detention Facility Maintenance Staff ³	(8.00)	\$ -
3 Information Professional	(3.00)	\$ (173,664)	Information Technology Analyst	1.00	\$ 98,344
2 Library Services Specialist	(2.00)	\$ (99,364)	Training and Wellness Specialist	1.00	\$ 86,243
6 PT Sr. Library Assistant	(3.00)	\$ (86,640)	Total Sheriff	(6.00)	\$ 184,587
Total Library Services	(12.50)	\$ (493,336)			
Office of Public Safety			Clerk of Court and Comptroller		
Emergency Medical Services			General Accountant	1.00	\$ 50,723
EMT I - System Status	2.00	\$ 110,558	Total Clerk	1.00	\$ 50,723
Paramedic I - System Status	4.00	\$ 262,804			
Transport Crew ²	10.00	\$ 615,322	Total Constitutionals	(5.00)	\$ 235,310
Total EMS	16.00	\$ 988,684			
Office of Resource Stewardship					
Facilities Management					
Detention Facility Maintenance Staff ³	8.00	\$ -			
Solid Waste					
Hazardous Materials Technician ⁴	1.00	\$ -			
Total ORS	9.00	\$ -			
Total Leon County Government	12.50	\$ 495,348	Total County, Judicial and Constitutionals	7.50	\$ 730,658

Positions Reclassifications

Former Position Title	FTE	New Position Title	FTE	Impact
Administration		Administration		
Assistant to the County Administrator	2.00	Assistant to the County Administrator	2.00	\$ -
<i>The two Assistant County Administrator positions were re-classed from a PG 58 to a PG 59 with no fiscal impact.</i>				
Senior Executive Assistant	1.00	Senior Executive Assistant	1.00	\$ -
<i>The Senior Executive Assistant was re-classed from a PG 55 to a PG 56 with no fiscal impact.</i>				
Department of Development Support & Environmental Management		Department of Development Support & Environmental Management		
Administrative Associate V ⁵	1.00	Compliance Services Technician	1.00	\$ 1,919
Office of Human Services & Community Partnerships		Office of Human Services & Community Partnerships		
Administrative Associate V ⁶	1.00	Human Services Specialist	1.00	\$ 6,539
Office of Public Safety		Office of Public Safety		
EMS Chief	1.00	EMS Chief	1.00	\$ -
<i>The paygrade range for the EMS Chief has been increased with no fiscal impact.</i>				
Department of Public Works		Department of Public Works		
Crew Chief ⁷	1.00	Crew Chief II	1.00	\$ 5,156
Office of Resource Stewardship		Office of Resource Stewardship		
Facilities Management		Facilities Management		
Facilities Manager ⁸	1.00	Director of Facilities Management	1.00	\$ 7,241
Senior Operations Manager ⁹	1.00	Administrative Services Manager	1.00	\$ 8,698
Solid Waste		Parks & Recreation		
Solid Waste Supervisor ¹⁰	1.00	Transportation Superintendent	1.00	\$ 6,470
Total Leon County Government	7.00		7.00	\$ 36,023

Notes:

1. Reduction of 12.50 FTE vacant library positions provides the funding for RFID and Collection Management efficiencies and service enhancements.
2. To address an increase in call volume for EMS, a half crew has been added to the FY 2021 budget. Additionally, EMS has started providing transports for Capital Regional Medical Center (CRMC) to move patients from their new Southwood Emergency Medical Center to the Capital Regional Medical Center hospital and will provide the same service when the North Monroe Emergency Medical Center is completed this year. To handle the volume of transports, a new full crew has been requested. The cost for adding these positions will be offset by transport fees billed to CRMC.
3. To increase operational efficiencies with the Detention Facility maintenance, the existing Sheriff facility maintenance staff was transferred to Leon County Government, where ORS Facilities Management will be responsible for the day-to-day and long term maintenance of the Detention Facility. Transferring these eight positions from the Sheriff to Leon County is expense neutral.
4. OPS Hazardous Materials Assistant reclassified to full time Hazardous Materials Technician with no fiscal impact.
5. Administrative Associate V reclassified to a Compliance Services Technician with a fiscal impact of \$1,919.
6. Administrative Associate V reclassified to a Human Services Specialist to reflect the duties and responsibilities the position has assumed over the past year for a fiscal impact of \$6,539.
7. Crew Chief reclassified to a Crew Chief II with a fiscal impact of \$5,156.
8. Facilities Manager reclassified to a Director of Facilities Management with a fiscal impact of \$7,241.
9. Senior Operations Manager reclassified to an Administrative Services Manager with a fiscal impact of \$8,698.
10. Solid Waste Supervisor reclassified to a Transfer Station Superintendent with a fiscal impact of \$6,470.

Leon County Fiscal Year 2021 Tentative Budget

Authorized Position Summary

Board of County Commissioners

Authorized Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 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 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
County Administration	5.00	5.00	5.00	0.00	5.00	5.00	5.00	5.00	5.00
Strategic Initiatives	12.50	13.50	13.50	0.00	13.50	13.50	13.50	13.50	13.50
Human Resources	12.00	12.00	12.00	0.00	12.00	12.00	12.00	12.00	12.00
Emergency Management	7.00	7.00	7.00	0.00	7.00	7.00	7.00	7.00	7.00
Volunteer Services	0.00	0.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
	36.50	37.50	39.50	0.00	39.50	39.50	39.50	39.50	39.50

Office of Information and Technology

Authorized Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Management Information Services	44.34	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
	59.00	58.00	58.00	0.00	58.00	58.00	58.00	58.00	58.00

County Attorney's Office

Authorized Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
County Attorney	12.00	12.00	12.00	0.00	12.00	12.00	12.00	12.00	12.00
	12.00	12.00	12.00	0.00	12.00	12.00	12.00	12.00	12.00

Department of Public Works

Authorized Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
PW Support Services	4.00	4.00	4.00	0.00	4.00	4.00	4.00	4.00	4.00
Operations	138.00	138.00	138.00	0.00	138.00	138.00	138.00	138.00	138.00
Engineering Services	36.00	36.00	36.00	0.00	36.00	36.00	36.00	36.00	36.00
Fleet Management	9.00	9.00	9.00	0.00	9.00	9.00	9.00	9.00	9.00
	187.00	187.00	187.00	0.00	187.00	187.00	187.00	187.00	187.00

Department of Development Support & Environmental Management

Authorized Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Customer Engagement Services	2.25	2.25	2.25	0.00	2.25	2.25	2.25	2.25	2.25
DS Support Services	3.40	3.40	3.90	0.00	3.90	3.90	3.90	3.90	3.90
Code Compliance Services	6.25	6.25	5.50	0.00	5.50	5.50	5.50	5.50	5.50
Building Plans Review & Inspection	24.20	24.20	24.45	0.00	24.45	24.45	24.45	24.45	24.45
Environmental Services	16.90	16.90	16.90	0.00	16.90	16.90	16.90	16.90	16.90
Development Services	9.00	9.00	9.00	0.00	9.00	9.00	9.00	9.00	9.00
	62.00	62.00	62.00	0.00	62.00	62.00	62.00	62.00	62.00

Department of PLACE

Authorized Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Planning Department ¹	23.50	23.50	23.50	0.00	23.50	23.50	23.50	23.50	23.50
	23.50	23.50	23.50	0.00	23.50	23.50	23.50	23.50	23.50

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

Leon County Fiscal Year 2021 Tentative Budget

Authorized Position Summary

Office of Financial Stewardship

Authorized Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Office of Management and Budget	8.00	7.00	7.00	0.00	7.00	7.00	7.00	7.00	7.00
Risk Management	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
Purchasing	8.00	8.00	8.00	0.00	8.00	8.00	8.00	8.00	8.00
Real Estate Management	3.00	3.00	3.00	0.00	3.00	3.00	3.00	3.00	3.00
	20.00	19.00	19.00	0.00	19.00	19.00	19.00	19.00	19.00

Division of Tourism

Authorized Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Tourism Development	12.00	12.00	12.00	0.00	12.00	12.00	12.00	12.00	12.00
	12.00	12.00	12.00	0.00	12.00	12.00	12.00	12.00	12.00

Office of Public Safety

Authorized Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Emergency Medical Services	128.20	127.80	127.80	16.00	143.80	143.80	143.80	143.80	143.80
Animal Control	7.00	7.00	7.00	0.00	7.00	7.00	7.00	7.00	7.00
	135.20	134.80	134.80	16.00	150.80	150.80	150.80	150.80	150.80

Office of Library Services

Authorized Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Library Services	101.70	101.70	101.70	(12.50)	89.20	89.20	89.20	89.20	89.20
	101.70	101.70	101.70	(12.50)	89.20	89.20	89.20	89.20	89.20

Office of Intervention & Detention Alternatives

Authorized Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
County Probation	16.00	16.00	16.00	0.00	16.00	16.00	16.00	16.00	16.00
Supervised Pretrial Release	14.00	14.00	14.00	0.00	14.00	14.00	14.00	14.00	14.00
Drug & Alcohol Testing	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
	32.00	32.00	32.00	0.00	32.00	32.00	32.00	32.00	32.00

Office of Human Services & Community Partnerships

Authorized Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Human Services	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
Veteran Services	3.00	3.00	3.00	0.00	3.00	3.00	3.00	3.00	3.00
Housing Services	6.00	6.00	6.00	0.00	6.00	6.00	6.00	6.00	6.00
Volunteer Services	2.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	13.00	13.00	11.00	0.00	11.00	11.00	11.00	11.00	11.00

Office of Resource Stewardship

Authorized Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Office of Sustainability	2.50	2.50	2.50	0.00	2.50	2.50	2.50	2.50	2.50
Parks and Recreation	30.00	30.00	30.00	0.00	30.00	30.00	30.00	30.00	30.00
Facilities Management	40.00	40.00	40.00	8.00	48.00	48.00	48.00	48.00	48.00
Solid Waste	27.15	27.15	27.15	1.00	28.15	28.15	28.15	28.15	28.15
	99.65	99.65	99.65	9.00	108.65	108.65	108.65	108.65	108.65
County Total	807.55	806.15	806.15	12.50	818.65	818.65	818.65	818.65	818.65

Leon County Fiscal Year 2021 Tentative Budget

Authorized Position Summary

Constitutional

Authorized Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Clerk of the Circuit Court	168.00	168.00	169.00	0.00	169.00	169.00	169.00	169.00	169.00
Property Appraiser	52.00	52.00	52.00	0.00	52.00	52.00	52.00	52.00	52.00
Sheriff	641.00	647.00	654.00	(6.00)	648.00	648.00	648.00	648.00	648.00
Supervisor of Elections	19.00	20.00	20.00	1.00	20.00	20.00	20.00	20.00	20.00
Tax Collector	86.00	86.00	86.00	0.00	86.00	86.00	86.00	86.00	86.00
	<u>966.00</u>	<u>973.00</u>	<u>981.00</u>	<u>(5.00)</u>	<u>975.00</u>	<u>975.00</u>	<u>975.00</u>	<u>975.00</u>	<u>975.00</u>

Judicial

Authorized Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Court Administration	2.72	3.00	3.00	0.00	3.00	3.00	3.00	3.00	3.00
Other Court-Related Programs	5.78	5.50	5.50	0.00	5.50	5.50	5.50	5.50	5.50
	<u>8.50</u>	<u>8.50</u>	<u>8.50</u>	<u>0.00</u>	<u>8.50</u>	<u>8.50</u>	<u>8.50</u>	<u>8.50</u>	<u>8.50</u>

Non-Operating

Authorized Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Other Non-Operating ²	4.50	4.50	4.50	0.00	4.50	4.50	4.50	4.50	4.50

Grants Administration

Authorized Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Grants Court Admin	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Summary

Authorized Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Total Full-Time Equivalents (FTE)	1,788.55	1,792.15	1,800.15	7.50	1,806.65	1,806.65	1,806.65	1,806.65	1,806.65

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

Leon County Fiscal Year 2021 Tentative Budget

Authorized OPS Position Summary

Department of Public Works

OPS Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 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 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Development Services	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00

Division of Tourism

OPS Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Tourism Development	0.00	0.50	0.50	0.00	0.50	0.50	0.50	0.50	0.50
	0.50	0.50	0.50	0.00	0.50	0.50	0.50	0.50	0.50

Office of Public Safety

OPS Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Emergency Medical Services	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00

Office of Library Services

OPS Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Library Services	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00

Office of Resource Stewardship

OPS Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Office of Sustainability	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
Solid Waste	2.00	2.00	2.00	(1.00)	1.00	1.00	1.00	1.00	1.00
	3.00	3.00	3.00	(1.00)	2.00	2.00	2.00	2.00	2.00

Constitutional

OPS Positions	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Tentative	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
Supervisor of Elections	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
Total OPS FTE	8.50	8.50	8.50	(1.00)	7.50	7.50	7.50	7.50	7.50

Leon County Fiscal Year 2021 Tentative Budget

Summary of Fund Balance & Retained Earnings (unaudited)

Org	Fund Title	FY18	FY19	FY20 Estimate		% Change(+/-)	
		Actual	Actual	Rev	Exp.		Year End
General & Fine and Forfeiture Funds * (A)							
001	General Fund	32,445,384	33,714,518	106,796,542	72,717,619	34,078,922	1.08%
110	Fine and Forfeiture Fund	915,127	1,674,303	88,195,179	85,662,153	2,533,026	51.29%
	Subtotal:	33,360,511	35,388,821	194,991,721	158,379,772	36,611,948	3.46%
* The combined fund balances for the general and fine and forfeiture funds fall within the allowable range of the County Reserve Policy, which requires a minimum of 15% and a maximum of 30% reserve.							
Special Revenue Funds							
106	County Transportation Trust Fund (B)	3,436,069	4,693,953	19,567,194	15,947,699	3,619,495	-22.89%
111	Probation Services Fund (C)	874,277	620,252	3,630,589	3,288,135	342,454	-44.79%
114	Teen Court Fund	18	2,533	71,385	117,820	0	-100.00%
116	Drug Abuse Trust Fund	7,702	32,410	84,896	72,460	12,436	-61.63%
117	Judicial Programs Fund	407,010	415,478	652,659	172,739	479,920	15.51%
120	Building Inspection Fund (D)	2,160,638	2,226,315	3,964,392	2,128,969	1,835,424	-17.56%
121	Development Support Fund	423,280	471,115	4,381,419	3,876,136	505,282	7.25%
123	Stormwater Utility Fund	744,307	759,757	6,165,264	4,827,342	1,337,922	76.10%
124	SHIP Trust Fund	55,894	23,654	900,025	771,842	128,183	441.91%
125	Grants	342,607	13,390	23,124,847	23,100,421	24,426	82.43%
126	Non-Countywide General Revenue Fund (E)	716,771	1,382,791	21,072,459	20,616,999	455,460	-67.06%
127	Grants (F)	168,682	225,197	1,423,419	1,255,224	168,195	-25.31%
130	911 Emergency Communications Fund (G)	321,061	660,126	2,106,393	1,971,041	135,352	-79.50%
131	Radio Communications Systems Fund (H)	61,679	13,459	1,711,326	1,646,820	64,506	379.29%
135	Emergency Medical Services Fund (I)	5,736,672	6,191,492	27,889,662	23,465,423	4,424,239	-28.54%
140	Municipal Service Fund (J)	188,891	195,167	9,762,485	9,406,469	356,016	82.42%
145	Fire Services Fund	1,752,346	2,008,116	10,042,704	8,656,688	1,386,016	-30.98%
160	Tourist Development Fund (1st-5th Cents) (K)	1,689,363	4,600,874	9,484,984	6,176,743	3,308,241	-28.10%
160	Tourist Develop. Cultural, Visual Arts, Heritage (K)	5,163,084	5,163,084	5,231,656	0	5,231,656	1.33%
162	Special Assessment Paving Fund	19,680	98,662	237,276	128,440	108,836	10.31%
164	Killearn Lakes Units I and II Sewer	10,891	15,640	257,016	237,500	19,516	24.78%
165	Bank of America Building Operating Fund (L)	1,072,732	1,390,294	3,194,312	2,233,188	961,124	-30.87%
166	Huntington Oaks Plaza Fund (M)	239,641	311,752	462,267	391,922	70,345	-77.44%
	Subtotal:	25,593,295	31,515,509	155,418,632	130,490,020	24,975,047	-20.75%
Debt Service Funds							
211	Debt Service - Series 2003 A&B	4,968	4,034	7,080,907	7,076,873	4,034	-0.01%
222	Debt Service - Series 2014	47,751	6,720	499,382	492,662	6,720	0.00%
	Subtotal:	53,068	10,757	7,580,292	7,569,535	10,754	-0.03%
Capital Projects Funds							
305	Capital Improvements Fund (N)	27,784,961	22,815,413	29,824,703	27,866,437	1,958,266	-91.42%
306	Gas Tax Transportation Fund (O)	9,525,315	10,207,930	11,234,104	10,777,787	456,317	-95.53%
308	Local Option Sales Tax Fund (P)	4,649,190	4,773,066	4,779,068	4,640,628	138,440	-97.10%
309	Local Option Sales Tax Extension Fund (Q)	3,870,183	4,401,599	9,880,474	9,522,387	358,087	-91.86%
330	911 Capital Projects Fund	4,057,216	4,243,342	4,254,307	294,530	3,959,777	-6.68%
351	Sales Tax Extension 2020	0	0	2,482,563	2,122,320	360,243	N/A
352	Sales Tax Extension 2020 JPA Agreement	0	0	3,402,763	2,130,558	1,272,205	N/A
	Subtotal:	50,218,423	46,441,350	65,857,982	57,354,647	8,503,335	-81.69%

Leon County Fiscal Year 2021 Tentative Budget

Summary of Fund Balance & Retained Earnings (unaudited)

Org	Fund Title	FY18	FY19	FY20 Estimate		% Change(+/-)	
		Actual	Actual	Rev	Exp.		Year End
Enterprise Funds							
401	Solid Waste Fund (R)	13,547,600	-3,843,515	8,497,719	12,730,262	-4,232,543	10.12%
	Subtotal:	13,547,600	-3,843,515	8,497,719	12,730,262	-4,232,543	10.12%
Internal Service Funds							
501	Insurance Service Fund (S)	1,317,179	909,282	4,692,864	4,288,304	404,560	-55.51%
502	Communications Trust Fund	489,620	342,526	1,303,267	1,289,310	13,957	N/A
505	Motor Pool Fund	139,534	256,977	3,021,863	2,811,706	210,157	N/A
	Subtotal:	1,946,333	1,508,786	9,017,995	8,389,320	628,674	-58.33%
	TOTAL:	124,719,230	111,021,708	441,364,341	374,913,557	66,497,215	-40.10%

Notes:

Balances are estimated as year ending for FY 2020 and may be changed pending final audit adjustments.

A. The estimated FY 2020 Fund Balance contemplates reimbursements from FEMA and the State of Florida associated with debris cleanup costs from Hurricane Michael (2018) and Hurricane Irma (2017).

B. The decrease in the County Transportation Trust Fund is due to COVID-19 - more people are working from home and foregoing non-essential travel, resulting in less vehicle activity and fuel consumption.

C. The decrease in the Pre-Trial & Probation Fund is due to planned use of accumulated fund balance to support program services due to a decline in fee revenue.

D. The 18% decrease in the Building Inspection fund is due to a leveling out of the market, fund balances peeked as permitting activity accelerated coming out of the recession.

E. Non countywide general revenue includes State Shared and 1/2 cent sales tax. This fund is used to account for non-countywide general revenue sources. Funds are not expended directly from the fund, but are transferred to funds that provide non countywide services, and to the general fund as required by Florida Statute. The 1/2 cent sales tax is trending downward at a 10% decline over the budgeted amount due to reduced consumer confidence as spending related to COVID-19 and the uncertainty of the timing of the economic recovery. Additionally, State Revenue Sharing and Communication Services Tax have seen revenue shortfalls related to COVID-19.

F. This fund is used to separate grants that are interest bearing grants.

G. The 9-1-1 Emergency Communications has seen a decrease in revenue from landlines.

H. The Radio Communications Systems Fund is used to account for the digital radio system. The decrease in revenue and increase in expenditure has resulted in a greater transfer from general revenue to cover the County's portion of the 800 Mhz system.

I. During the FY 2020 budget process, the Board adopted a multi-year fiscal plan that allocates \$4.1 million in FY 2021 debt services savings to avoid future tax and fee increases. The plan allowed for the avoidance of raising fees related to Emergency Medical Services. However, due to the revenue loss related to the COVID-19 pandemic, the FY 2021 plan has been adjusted. For FY 2021, the plan called for the reallocation of debt service to the EMS fund at \$2.0 million. The EMS expenses and revenues did not require the entire \$2.0 million in general revenue to support this program. Instead, additional Medicaid funding in the amount of \$1.5 million has been provided to EMS through the Agency for Health Care Administration. To balance the fund, \$792,616 in general revenue was transferred to the EMS Fund.

J. The Municipal Services fund balance reflects the first transfer from the 2020 Sales Tax Extension Fund made to supplement parks maintenance fund for park facilities. The fund balance was drawn down to support the 15% discounted fire service fee in the unincorporated area for FY 2016 and FY 2017. The fund is beginning to accumulate fund balance again from collections of the Public Service Tax.

K. The Tourist Development Tax is reflected in two separate fund balances. Currently five cents support the Tourist Development Division marketing promotion, and Cultural regranting activities. The fund balance previously established by the one cent for the performing arts center is now dedicated for expenditures on cultural, visual arts and heritage funding programs pursuant to the interlocal agreement with the County, the City and the Community Redevelopment Agency approved at the December 9, 2014 Board Meeting. The FY 2019 year-ending fund balance includes the proceeds from the sale of the former TDC building at 106 E. Jefferson Street. The proceeds are earmarked to remodel the historic train station where TDC will be relocated. The reduction in the FY 2020 fund balance is due to COVID-19 and the cancellation of collegiate athletics and graduation ceremonies, as well as the community's largest seasonal events. Funds have also been transferred to the Apalachee Regional Park project for the completion of the cross country track amenities.

L. Fund balance reduction of 31% for the Bank of America Building Operating Fund is due to the transfer of appropriated fund balance to pay the remaining debt service for the bonds issued to purchase the building.

M. Fund balance reduction of 77% is due to the termination of some leases, resulting in reduced collection of rents and royalties over FY 2019.

N. Fund balance reflects remaining balance from FY 2020 planned capital budget reductions for appropriation as capital reserves in the FY 2021 budget to reduce the general revenue transfer to capital.

O. As recommended in the Multi-year fiscal plan, the gas tax funding will be reallocated for two years to fix chronic flooding problems on County roads in FY 2020 and FY 2021 for transportation flood relief projects.

P. The remaining Sales Tax Fund balance will be used to support capital improvement projects at the Detention Center.

Q. The Sales Tax Extension fund has been extended for another 20 years, creating two new fund, 351 & 352. The remaining sales tax extension funds will provide additional funding for the improvements to Apalachee Regional Park and water quality improvement projects in FY 2021.

R. The landfill is currently being closed, drawing down the closure reserves to pay for the final capping of the landfill. Accounting requirements for enterprise landfill funds require that the entire 30-year closure and post closure monitoring costs be accrued in the fund. During closure as these reserves are used, a negative balance will be reflected if the long-term 30-year liability is not entirely funded. However, the actual closure and monitoring cost are only required to be budgeted on an annual basis. This is not an uncommon occurrence, concurred with by the external auditors, as landfill closures and monitoring costs often exceed the required funding amount set aside based 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 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 and hauling and disposal contracts. The Multi-year fiscal plan also included the elimination of the Rural Waste Service Centers (RWSC) fees and will entirely support the RWSCs with general revenue.

S. The decrease in fund balance for the Insurance Service Fund is related to an increase in Worker's Compensation costs within Risk Management.

Leon County Fiscal Year 2021 Tentative Budget

Summary of Fund Balance and County Reserves Policy

Fund	Fund Title	FY20 Yr Ending Est. Bal. (B)	FY21 Tentative Budget	Policy (A) Minimum 15% Budget	Policy (A) Maximum 30% Budget	FY21: Fund Balance Allocation (B)		
						Budgeted For Spending	Emergency Contingency & Cash Flow	Available for Future Allocation
General & Fine and Forfeiture Funds								
001	General Fund	34,078,922	75,952,687	11,392,903	22,785,806	1,841,310	32,237,612	
110	Fine and Forfeiture Fund	2,533,026	86,926,775	13,039,016	26,078,033	0	2,533,026	
	Subtotal:	36,611,948	162,879,462	24,431,919	48,863,839	1,841,310	34,770,638	0
Special Revenue Funds (C)								
106	County Transportation Trust Fund	3,619,495	18,454,643	2,768,196	5,536,393	0	3,619,495	0
111	Probation Services Fund	342,454	3,525,911	528,887	1,057,773	300,000	42,454	0
114	Teen Court Fund	0	84,755	12,713	25,427	0	0	0
116	Drug Abuse Trust Fund	12,436	93,227	13,984	27,968	0	12,436	0
117	Judicial Programs Fund	479,920	353,178	52,977	105,953	147,598	105,953	226,369
120	Building Inspection Fund	1,835,424	2,990,954	448,643	897,286	1,130,759	704,665	0
121	Development Support & Environ. Mgmt. Fund	505,282	4,181,559	627,234	1,254,468	0	505,282	0
123	Stormwater Utility Fund	1,337,922	5,484,573	822,686	1,645,372	0	1,337,922	0
124	Ship Trust Fund	128,183	85,000	12,750	25,500	0	25,500	102,683
125	Grants	24,426	881,222	132,183	264,367	0	24,426	n/a
126	Non-Countywide General Revenue Fund	455,460	16,890,896	2,533,634	5,067,269	0	455,460	0
127	Grants	168,195	60,000	9,000	18,000	0	18,000	150,195
130	911 Emergency Communications Fund	135,352	1,297,700	194,655	389,310	0	135,352	0
131	Radio Communications Systems Fund	64,506	0	0	0	0	0	64,506
135	Emergency Medical Services Fund	4,424,239	23,350,669	3,502,600	7,005,201	0	4,424,239	0
140	Municipal Service Fund	356,016	9,422,027	1,413,304	2,826,608	0	356,016	0
145	Fire Services Fund	1,386,016	8,975,159	1,346,274	2,692,548	0	1,386,016	0
160	Tourist Development Fund (1st-5th Cents)	3,308,241	4,520,407	678,061	1,356,122	0	1,356,122	1,952,119
160	Tourist Development: Cultural, Visual Arts, Heritage	5,231,656	5,231,656	784,748	1,569,497	0	1,569,497	3,662,159
162	Special Assessment Paving Fund	108,836	113,770	17,066	34,131	0	34,131	74,705
164	Killearn Lakes Units I & II Sewer	19,516	237,500	35,625	71,250	0	19,516	0
165	Bank of America Building Operating Fund	419,346	1,487,132	223,070	446,140	0	419,346	0
166	Huntington Oaks Plaza Fund	210,462	289,940	43,491	86,982	0	86,982	123,480
	Subtotal:	24,573,385	108,011,878	16,201,782	32,403,563	1,578,357	16,638,811	6,356,216
Debt Service Funds								
222	Debt Service - Series 2014	6,720	Debt Service:			0	0	6,720
223	Capital Equipment Financing	0	The County transfers the necessary funds to make			0	0	n/a
	Subtotal:	6,720	debt service payments on an as-needed basis. Any			0	0	6,720
			balances will be used to support future debt service					
			requirements.					
Capital Projects Funds (D)								
305	Capital Improvements Fund	2,008,266	Capital Projects:			2,008,235	n/a	31
306	Gas Tax Transportation Fund	456,317	Actual project balances will be carried forward into the			350,000	n/a	106,317
308	Local Option Sales Tax Fund	138,440	new fiscal year. Capital projects do not require			0	n/a	138,440
309	Local Option Sales Tax Ext. Fund	358,087	reserves for cash flow as all funding is accumulated			0	n/a	358,087
330	911 Capital Projects Fund	3,959,777	prior to a project commencing. Excess funds in specific			0	n/a	3,959,777
351	351 Sales Tax Extension 2020	0	capital project funds are available for future capital			0	n/a	0
352	352 Sales Tax Ext 2020 - JPA	0	project needs. Many of the funds have specific			0	n/a	0
	Subtotal:	6,920,888	constraints based on the revenue source (i.e. 9-1-1			2,358,235	0	4,562,653
			funding, etc.).					
Enterprise Funds (D)								
401	Solid Waste Fund (E)	-4,232,543	15,700,792	2,355,119	4,710,238	0	-4,232,543	0
	Subtotal:	-4,232,543	15,700,792	2,355,119	4,710,238	0	-4,232,543	0
Internal Service Funds (D)								
501	Insurance Service Fund	404,560	4,092,512	613,877	1,227,754	0	404,560	0
502	Communications Trust Fund	13,957	1,368,186	205,228	410,456	0	13,957	0
505	Motor Pool Fund	210,157	3,085,322	462,798	925,597	0	0	0
	Subtotal:	628,674	8,546,020	1,281,903	2,563,806	0	418,517	0
TOTAL:		64,509,072	295,138,152	44,270,723	88,541,446	5,777,902	47,595,424	10,925,589

Leon County Fiscal Year 2021 Tentative Budget

Summary of Fund Balance and County Reserves Policy

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

1. Emergency Reserves

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

2. Reserve for Cash Balances

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

3. Utilization of Fund Balance

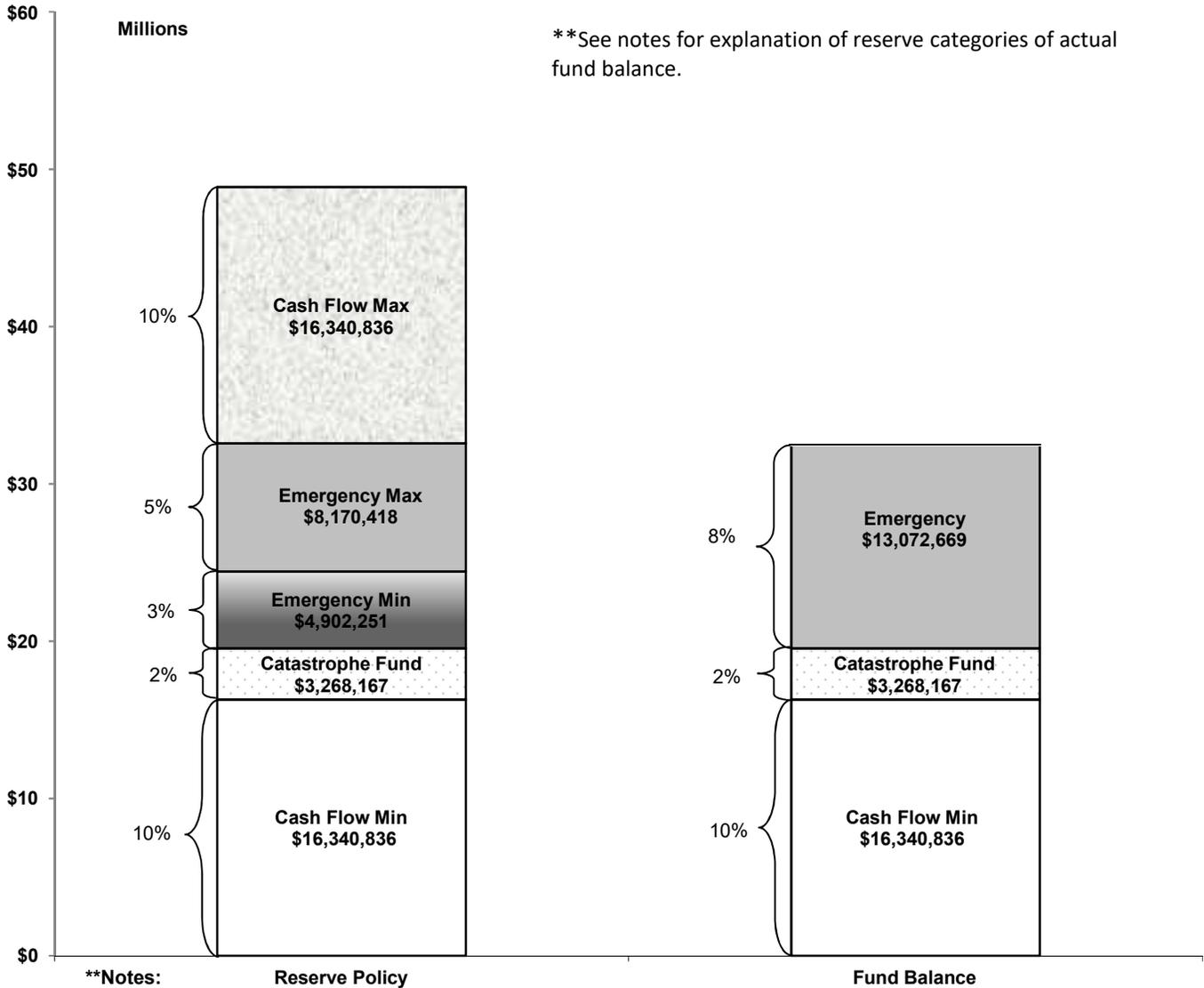
- a. As part of the annual budget process, a determination will be made of the minimum and maximum amounts of fund balance available based on the requirements set forth in 1 and 2 above.
- b. Funds in excess of the minimums established can be utilized to support one-time capital expenses.

Notes:

- A. The policy minimums and maximums are based on the total amount of reserves for emergency contingency and cash flow as a percent of the FY 2021 Budget.
- B. The "Fund Balance Allocation" reflects three categories. The "Budgeted for Spending" indicates fund balance being utilized in the FY 2021 budget to support operating and capital projects. Except for the General/Fine and Forfeiture fund balance which includes the budgeted Catastrophe Reserved, the "Emergency Contingency & Cash Flow" is the unbudgeted portion of the reserve and the amount dedicated to support these categories. Due to space limitations these categories are shown together. The "Available for Future Allocation" are funds in excess of the policy's recommended maximums; however, they are typically dedicated for specific purposes (i.e. 9-1-1, Transportation, Growth Management). The total of all three categories equals the total of the estimated year ending FY 2020 balance.
- C. The Special Revenue Funds are presented based on the County's reserve policies. However, each of the funds has been established for a discrete purpose and often has dedicated revenues that can only be utilized for a specific purpose. The balances may be accruing for a specific purpose (i.e. the Tourist Development Additional One Cent for the Performing Arts Center).
- D. Capital Projects, Enterprise and Internal Service Funds maintain differing levels of balances depending upon on-going capital project requirements and other audit requirements. The percentages for the other funds are intended to show compliance with the County's policy for maintaining sufficient balances. The budgeted appropriated fund balance in funds 305 and 308 are capital reserves budgeted by the Board for mandatory and necessary capital projects for the next five to six years. These reserves are reviewed as part of the annual budget process and allocated to the appropriate projects accordingly.
- E. Amount reflected is unrestricted retained earnings. FY 2020 estimated balance is based on current Solid Waste proforma projections.

Leon County Fiscal Year 2021 Tentative Budget
General Fund/Fine and Forfeiture Reserve Illustration

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



- 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 \$49 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 2020 fund balance is estimated at \$36.6 million. The Fund Balance column shows the current distribution of reserves with the projected beginning FY 2021 fund balance of \$34.8 million. The beginning fund balance contemplates the budgeting of \$1.8 million in fund balance as approved by the Board.
- 5) Proposed fund balance reflects the distribution of reserve categories under the policy which includes catastrophe reserves.

* Based on estimated beginning FY 2021 Fund Balance

Leon County Fiscal Year 2021 Tentative Budget

Debt Service Schedule

General Obligation Bonds

No outstanding issues.

Description	Purpose	Pledge/ Security	Original Principal Amount	Outstanding Principal Amount	Outstanding Interest Amount	FY20/21 Principal Payment	FY20/21 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	\$15,529,000	\$1,313,834	\$2,944,000	\$324,180	\$12,585,000	2025
Series 2020	The Bond Series 2020 Fund is a debt service fund established to account for the debt service associated with the financing of the purchase of a new helicopter for the Sheriff's office. Funding for the repayment of the debt service will be split evenly between the County and the City of Tallahassee.		\$1,298,120	\$1,298,120	\$74,330	\$239,486	\$22,271	\$1,058,634	2026
TOTAL			\$17,149,120	\$16,827,120	\$1,388,164	\$3,183,486	\$346,451	\$13,643,634	

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 Inter-Local Agreement.

Leon County Fiscal Year 2021 Tentative Budget

Summary of Transfers

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

General Fund

General Fund (001) **from** Transportation Trust Fund (106) **\$104,395**: 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) **\$4,047,066**: 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) **\$119,695**: 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) **\$2,670**: 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) **\$108,270**: payments for County funded road improvements to private roads improved and provided to the County.

General Fund (001) **from** County Government Annex (165) **\$283,040**: 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) **\$123,460**: This transfer provides funds for maintenance for the Huntington Oaks Plaza.

General Fund (001) **from** Solid Waste (401) **\$65,670**: This transfer provides funds for the utility consolidation effort as well as the Waste Pro Recycling Education Fund.

Supervisor of Elections (060) **from** General Fund (001) **\$4,458,035**: Funds are transferred from the General Fund to the Supervisor of Elections in order to establish the budget for the fiscal year. This transfer is done on an annual basis. Any remaining budget is returned to the general fund at the end of the fiscal year.

Special Revenue Funds

Transportation Trust Fund (106) **from** Stormwater Utility Fund (123) **\$1,628,430**: 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) **\$3,823,611**: Gas tax revenues are insufficient to support transportation related activities. This transfer provides additional general revenues to offset the shortfall.

Probation Services (111) **from** General Fund (001) **\$2,539,191**: The transfer provides the necessary revenue to offset the gap between the fees generated in pre-trial/probation and the cost of the programs.

Development Services & Environmental Management (121) **from** Non-Countywide General Revenue (126) **\$2,780,830**: 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.

Leon County Fiscal Year 2021 Tentative Budget

Summary of Transfers

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

Special Revenue Funds Continued

Stormwater Utility (123) **from** Non-Countywide General Revenue (126) **\$1,143,068**: 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) **\$286,226**: This transfer provides matching funds for state and federal grants, including emergency management.

Emergency Medical Services MSTU (135) **from** General Fund (001) **\$792,616**: The transfer provides the necessary revenue to offset the gap between the fees generated in emergency medical services and the cost of the program.

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

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

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) **\$3,499,171**: This transfer uses regular general revenue fund transfers to support capital projects.

Capital Improvements (305) **from** Building Inspection 120) **\$471,000**: This transfer is to fund vehicles for Building Plans Review and Inspection.

Capital Improvements (305) **from** Municipal Services (140) **\$1,622,669**: This transfer will fund vehicles, equipment and Parks and Recreation Infrastructure.

Capital Improvements (305) **from** 2020 Sales Tax Extension (352) **\$2,125,000**: This transfer begins the repayment of advance funds used to support sewer related water quality projects.

Gas Tax Transportation (306) **from** Transportation Trust (106) **\$3,396,700**: The transfer is to support transportation fund vehicle and equipment replacements, pavement markings and road-related stormwater capital projects funded from the gas tax.

Enterprise Funds

Solid Waste (401) **from** Non-Countywide General Revenue (126) **\$1,436,815**: The transfer is necessary to support the operation of the rural waste collection centers land increase in recycling costs.

Internal Services Funds

Insurance Services (501) **from** Fire Services (145) **\$46,100**: The transfer is to cover insurance expense associated with the Volunteer Fire Departments.

Leon County Fiscal Year 2021 Tentative Budget

Schedule of Transfers

<u>Fund #</u>	<u>Transfer To</u>	<u>Fund #</u>	<u>Transfer From</u>	<u>Transfer Amount</u>
General Funds				
001	General Fund	106	Transportation Trust Fund	104,395
001	General Fund	126	Non-Countywide General Revenue	4,047,066
001	General Fund	140	Municipal Services	119,695
001	General Fund	145	Fire Rescue Services	2,670
001	General Fund	162	Co. Accepted Roadways & Drainage System	108,270
001	General Fund	165	County Government Annex	283,040
001	General Fund	166	Huntington Oaks Plaza	123,460
001	General Fund	401	Solid Waste	65,670
060	Supervisor Of Elections	001	General Fund	4,458,035
Subtotal				9,312,301
Special Revenue Funds				
106	Transportation Trust	123	Stormwater Utility	1,628,430
106	Transportation Trust	126	Non-Countywide General Revenue	3,823,611
111	Probation Services	001	General Fund	2,539,191
121	Dvpmnt. Svcs. & Environ. Mgmt.	126	Non-Countywide General Revenue	2,756,464
123	Stormwater Utility	106	Transportation Trust	800,000
123	Stormwater Utility	126	Non-Countywide General Revenue	1,143,068
125	Grants	126	Non-Countywide General Revenue	283,935
135	Emergency Medical Services MSTU	001	General Fund	792,616
135	Emergency Medical Services MSTU	140	Municipal Services	200,000
140	Municipal Services	352	2020 Sales Tax Extension	500,000
Subtotal				14,467,315
Debt Service Funds				
222	Debt Series 2017	126	Non-Countywide General Revenue	3,268,180
223	2020 Bond Series	126	Non-Countywide General Revenue	131,757
Subtotal				3,399,937
Capital Projects Funds				
305	Capital Improvements	001	General Fund	3,499,171
305	Capital Improvements	120	Building Inspection	471,000
305	Capital Improvements	140	Municipal Services	1,622,669
305	Capital Improvements	352	2020 Sales Tax Extension	2,125,000
306	Gas Tax Transportation	106	Transportation Trust	3,396,700
Subtotal				11,114,540
Enterprise Funds				
401	Solid Waste	126	Non-Countywide General Revenue	1,436,815
Subtotal				1,436,815
Insurance Service				
501	Insurance Service	145	Fire Rescue Services	46,100
Subtotal				46,100
TOTAL				\$39,777,008

Leon County Fiscal Year 2021 Tentative Budget**Budget by Fund**

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Leon County Fiscal Year 2021 Tentative Budget

Organization of Funds

Basis of Budget

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

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

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

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

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

Funds

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

The various funds are as follows:

Governmental Fund Types

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

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

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

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

Proprietary Fund Types

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

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

**Leon County Fiscal Year 2021 Tentative Budget
Fund Revenue By Source**

Fund	Property Tax MSTU or Assmt (1)	State Gas Tax	Local Gas Tax	State Revenue Sharing	1/2 Cent Sales Tax	Local Sales Tax	PST and CST (2)	Fund Balance (3)	Fines	Fees & Licenses (4)	Transfers	Other Revenue (5)	Total Budgeted Revenue
001 General Fund	62,897,613	-	-	148,796	-	-	-	1,841,310	190,969	1,048,393	4,854,266	4,971,340	75,952,687
060 Supervisor of Elections	-	-	-	-	-	-	-	-	-	-	4,458,035	-	4,458,035
106 Transportation Trust	-	4,303,165	8,087,491	-	-	-	-	-	-	246,091	5,452,041	365,855	18,454,643
110 Fine and Forfeiture	85,650,660	-	-	19,570	-	-	-	-	106,875	834,745	-	314,925	86,926,775
111 Probation Services	-	-	-	-	-	-	-	300,000	-	577,885	2,539,191	108,835	3,525,911
114 Teen Court	-	-	-	-	-	-	-	-	-	84,755	-	-	84,755
116 Drug Abuse Trust	-	-	-	-	-	-	-	-	-	93,132	-	95	93,227
117 Judicial Programs	-	-	-	-	-	-	-	147,598	-	205,580	-	-	353,178
120 Building Inspection	-	-	-	6,080	-	-	-	1,130,759	-	1,824,760	-	29,355	2,990,954
121 Dvlpmnt Svcs & Envrmt Mgmt	-	-	-	-	-	-	-	-	25,650	1,389,945	2,756,464	9,500	4,181,559
123 Stormwater Utility	3,505,690	-	-	-	-	-	-	-	-	-	1,943,068	35,815	5,484,573
124 SHIP Trust	-	-	-	-	-	-	-	-	-	-	-	85,000	85,000
125 Grants	-	-	-	441,758	-	-	-	-	-	-	283,935	155,529	881,222
126 Non-Countywide Gen Rev	-	-	-	3,023,528	10,698,273	-	2,719,611	-	-	237,396	-	212,088	16,890,896
127 Grants - Interest Bearing	-	-	-	60,000	-	-	-	-	-	-	-	-	60,000
130 9-1-1 Emergency Comm	-	-	-	1,297,700	-	-	-	-	-	-	-	-	1,297,700
135 Emergency Medical Svcs	8,925,645	-	-	-	-	-	-	-	-	13,090,707	992,616	341,701	23,350,669
140 Municipal Services	-	-	-	-	-	-	8,844,536	-	-	-	500,000	77,491	9,422,027
145 Fire Rescue Service	-	-	-	-	-	-	-	-	-	8,975,159	-	-	8,975,159
160 Tourist Development	-	-	-	-	-	4,386,734	-	-	-	-	-	133,673	4,520,407
162 Special Assess. 2/3 Paving	96,500	-	-	-	-	-	-	-	-	-	-	17,270	113,770
164 Special Assess. Killlearn	237,500	-	-	-	-	-	-	-	-	-	-	-	237,500
165 Bank of America Building	-	-	-	-	-	-	-	-	-	138,449	-	1,348,683	1,487,132
166 Huntington Oaks Plaza	-	-	-	-	-	-	-	-	-	-	-	289,940	289,940
222 Bond Series 2014	-	-	-	-	-	-	-	-	-	-	3,268,180	-	3,268,180
223 Bond Series 2020 Capital Equipment Financing	-	-	-	-	-	-	-	-	-	-	131,757	130,000	261,757
305 Capital Improvements	-	-	-	-	-	-	-	2,008,235	-	-	7,717,840	283,100	10,009,175
306 Transportation Capital	-	-	-	-	-	-	-	350,000	-	-	3,396,700	-	3,746,700
308 Sales Tax	-	-	-	-	-	-	-	-	-	-	-	60,000	60,000
309 Sales Tax - Extension	-	-	-	-	-	465,518	-	-	-	-	-	16,055	481,573
330 9-1-1 Capital Projects	-	-	-	-	-	-	-	-	-	-	-	57,570	57,570
351 Sales Tax Extension 2020	-	-	-	-	-	3,492,418	-	-	-	-	-	-	3,492,418
352 Sales Tax Ext 2020 - JPA	-	-	-	-	-	4,600,850	-	-	-	-	-	-	4,600,850
401 Solid Waste	1,506,609	-	-	-	-	-	-	-	-	12,368,881	1,436,815	388,487	15,700,792
501 Insurance Service	-	-	-	-	-	-	-	-	-	-	46,100	4,046,412	4,092,512
502 Communications Trust	-	-	-	-	-	-	-	-	-	-	-	1,368,186	1,368,186
505 Motor Pool	-	-	-	-	-	-	-	-	-	-	-	3,085,322	3,085,322
TOTAL	162,820,217	4,303,165	8,087,491	4,997,432	10,698,273	12,945,520	11,564,147	5,777,902	323,494	41,115,878	39,777,008	17,932,227	280,565,746

- Notes:**
The \$280,565,746 total budgeted revenue is net of interfund transfers.
- Property tax from ad-valorem is allocated in Fund 001-General Fund and Fund 110-Fine and Forfeiture, while the EMS MSTU is allocated in Fund 135-Emergency Medical Services and the other non-advalorem assessments are allocated in Fund 123-Stormwater, Fund 145-Fire Services, Fund 162-Paving Assessment, Fund 164-Special Assessment-Killlearn Lakes Sewer and Fund 401-Solid Waste.
 - Public Services Tax (PST) on utilities is estimated to provide \$8.8 million in funding for Fund 140 Municipal Services. Communications Services Tax (CST) is estimated to provide \$2.7 million in funding for Fund 126 Non-Countywide General Revenue.
 - Appropriated Fund Balance is in the amount of \$5.8 million for FY 2021. Of this \$2.0 million is appropriated from the capital budget reductions made in FY 2020.
 - Fees and Assessments account for \$37.7 million of the \$41.1 million in revenue, licenses account for \$3.5 million (\$1.8 million to Fund 120 Building Inspection, \$1.4 million to Fund 121 Development Services & Environ. Mgmt., and \$0.24 million to Fund 126 Non-Countywide General Revenue). \$13.0 million is for EMS, \$12.3 million for Solid Waste and \$9.0 million is for Fire Services.
 - Other Revenue include funding from interest, rents and royalties, grants, intergovernmental reimbursements, departmental billings, and other miscellaneous revenue.

Leon County Fiscal Year 2021 Tentative Budget

Summary of All Funds

		FY 2019 Actual	FY 2020 Adopted	FY 2021 Requested	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned
Millage Rates									
General Countywide		8.3144	8.3144	8.3144	8.3144	8.3144	8.3144	8.3144	8.3144
EMS MSTU		0.500	0.500	0.500	0.500	0.500	0.500	0.500	0.500
General Fund	001	92,261,785	73,390,946	76,197,449	75,952,687	82,325,637	86,921,652	87,866,648	89,381,249
Special Revenue Funds									
Supervisor of Elections	060	4,241,516	5,530,069	4,469,648	4,458,035	4,668,422	4,596,837	5,871,224	6,073,928
Transportation Trust	106	17,535,664	16,817,928	18,534,089	18,454,643	20,131,899	19,328,307	20,169,820	20,044,870
Fine and Forfeiture	110	84,150,086	85,577,353	87,210,909	86,926,775	92,034,519	97,078,390	102,502,629	108,366,357
Probation Services	111	3,141,877	3,464,492	3,477,013	3,525,911	3,709,379	3,752,533	3,840,584	3,931,581
Teen Court	114	67,794	80,749	85,199	84,755	87,198	90,733	92,546	94,414
Drug Abuse Trust	116	42,759	89,040	93,227	93,227	97,609	102,276	107,033	107,033
Judicial Programs	117	248,350	357,134	354,661	353,178	362,320	361,313	369,393	377,112
Building Inspection	120	2,193,238	2,753,841	3,006,849	2,990,954	2,981,354	3,048,289	3,117,728	3,187,690
Dvlprmt Svcs & Environ. Mgmt.	121	3,935,377	4,234,991	4,205,925	4,181,559	4,513,691	4,630,816	4,750,789	4,873,668
Stormwater Utility	123	5,422,612	5,434,302	5,504,085	5,484,573	5,812,883	5,916,243	6,037,955	6,150,203
SHIP Trust	124	1,003,246	175,000	85,000	85,000	85,000	85,000	85,000	85,000
Grants	125	3,566,369	841,544	883,513	881,222	896,742	910,327	924,284	938,627
Non-Cntywide Gen. Rev.	126	22,024,587	22,386,805	16,890,896	16,890,896	23,210,300	24,399,547	25,127,061	25,887,325
Grants	127	191,594	60,000	60,000	60,000	60,000	60,000	60,000	60,000
9-1-1 Emergency Communications	130	1,120,796	1,265,400	1,297,700	1,297,700	1,337,600	1,377,500	1,418,350	1,462,050
Radio Communication Systems ⁽¹⁾	131	4,000	1,646,820	-	-	-	-	-	-
EMS MSTU	135	20,311,598	21,008,388	23,350,669	23,350,669	25,294,203	25,993,620	26,671,647	27,374,558
Municipal Services	140	9,239,246	9,650,910	9,422,027	9,422,027	9,685,013	9,967,656	10,258,951	10,559,253
Fire Rescue Services	145	2,721,326	8,458,652	8,975,159	8,975,159	10,674,440	10,774,858	10,876,423	10,979,152
Tourist Development	160	7,063,438	6,450,469	4,520,407	4,520,407	4,653,947	4,972,206	5,457,688	5,991,560
Special Assessment. Paving	162	123,339	128,440	113,770	113,770	102,895	103,019	95,645	95,571
Killearn Lakes Units I and II Sewer	164	228,417	237,500	237,500	237,500	237,500	237,500	237,500	237,500
Bank of America Building	165	1,712,596	2,049,430	1,487,132	1,487,132	1,138,945	1,153,651	1,169,738	1,185,987
Huntington Oaks Plaza	166	89,361	106,991	289,940	289,940	286,140	297,018	304,713	264,813
Subtotal		190,511,233	198,806,248	194,555,318	194,165,032	212,061,999	219,237,639	229,546,701	238,328,252
Debt Service Funds									
Series 2003A & 2003B ⁽²⁾	211	7,076,583	7,076,873	7,076,873	-	-	-	-	-
Series 2014	222	494,101	492,662	3,268,180	3,268,180	3,270,062	3,271,593	3,269,753	3,270,583
Bond Series 2020-Capital Equipment	223	-	-	261,757	261,757	257,731	257,689	257,645	257,601
Subtotal		7,571,030	7,569,535	10,606,810	3,529,937	3,527,793	3,529,282	3,527,398	3,528,184
Capital Project Funds									
Capital Improvements	305	12,526,351	9,859,018	10,009,175	10,009,175	10,089,581	11,242,453	11,224,184	11,531,801
Transportation Improvements	306	3,109,948	3,858,708	3,746,700	3,746,700	4,285,935	3,201,595	3,727,249	3,285,956
Sales Tax	308	88,279	300,000	60,000	60,000	-	-	-	-
Sales Tax - Extension	309	5,677,780	1,206,595	481,573	481,573	-	-	-	-
9-1-1 Capital Projects	330	-	97,375	57,570	57,570	58,146	58,727	59,314	59,907
Sales Tax - Extension 2020	351	-	3,402,900	3,492,418	3,492,418	3,736,888	3,923,732	4,119,918	4,325,914
Sales Tax - Extension 2020 JPA Agreement	352	-	3,586,830	4,510,550	4,600,850	4,622,630	4,645,060	4,600,000	4,666,949
Subtotal		21,740,784	22,311,426	22,357,986	22,448,286	22,793,180	23,071,567	23,730,665	23,870,527
Enterprise Funds									
Solid Waste	401	17,609,606	11,599,286	15,715,401	15,700,792	15,874,690	16,248,305	16,631,259	17,023,749
Subtotal		17,609,606	11,599,286	15,715,401	15,700,792	15,874,690	16,248,305	16,631,259	17,023,749
Internal Service Funds									
Insurance Service	501	3,677,182	3,803,684	4,092,512	4,092,512	4,133,256	4,174,409	4,215,972	4,257,952
Communications Trust	502	1,054,355	1,357,168	1,368,186	1,368,186	1,381,868	1,395,685	1,409,644	1,423,739
Motor Pool	505	2,950,716	2,903,256	3,091,010	3,085,322	3,115,838	3,140,427	3,164,738	3,188,735
Subtotal		7,682,253	8,064,108	8,551,708	8,546,020	8,630,962	8,710,521	8,790,354	8,870,426
TOTAL		337,376,691	321,741,549	327,984,672	320,342,754	345,214,261	357,718,966	370,093,025	381,002,387
Less Interfund Transfers		43,803,984	47,539,076	39,777,008	39,777,008	50,977,755	52,303,302	54,951,131	55,876,349
NET TOTAL		293,572,707	274,202,473	288,207,664	280,565,746	294,236,506	305,415,664	315,141,894	325,126,038

1) Due to 89% of resources coming from general revenue, these expenses were moved to the General Fund (001).

2) Debt services complete in this fund in FY 2020.

Leon County Fiscal Year 2021 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 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Ad Valorem - General Fund	311110	52,209,220	55,153,408	66,075,908	62,772,113	66,212,388	68,636,866	70,625,357	71,648,262
Delinquent Taxes	311200	-	280,000	132,105	125,500	125,500	125,500	125,500	125,500
Delinquent Taxes 2004	311204	2	-	-	-	-	-	-	-
Delinquent Taxes 2007	311207	3	-	-	-	-	-	-	-
Delinquent Taxes 2008	311208	121	-	-	-	-	-	-	-
Delinquent Taxes 2009	311209	2	-	-	-	-	-	-	-
Delinquent Taxes - 2010	311210	41	-	-	-	-	-	-	-
Delinquent Taxes 2011	311211	8,250	-	-	-	-	-	-	-
Delinquent Taxes 2012	311212	7,951	-	-	-	-	-	-	-
Delinquent Taxes 2013	311213	7,705	-	-	-	-	-	-	-
Delinquent Taxes - 2014	311214	11,927	-	-	-	-	-	-	-
Delinquent Taxes-2015	311215	(12,625)	-	-	-	-	-	-	-
Delinquent Taxes-2016	311216	8,658	-	-	-	-	-	-	-
Delinquent Taxes-2017	311217	80,696	-	-	-	-	-	-	-
Delinquent Taxes 1997	311297	48,491	-	-	-	-	-	-	-
Tourist Development (4 Cents)	312100	59,280	45,336	35,833	34,041	34,723	35,417	36,126	36,849
Tourist Development (1 Cent)	312110	8,243	11,334	8,958	8,510	8,680	8,854	9,031	9,211
Process Server Fees	329300	-	9,500	10,000	9,500	9,500	9,500	9,500	9,500
Irma FEMA Reimbursement	331321	1,280,728	-	-	-	-	-	-	-
Hurricane Michael Reimbursement	332322	20,689,056	-	-	-	-	-	-	-
Federal Payments in Lieu of Taxes	333000	234,719	266,000	248,947	236,500	243,600	250,900	258,400	266,200
State Library Aid	334710	150,760	143,222	156,627	148,796	150,283	151,786	153,304	154,838
COT Reimbursement for PSC	337220	1,981,274	940,137	989,537	989,537	989,537	989,537	989,537	989,537
GIS	337300	1,428,682	1,513,419	1,572,240	1,572,240	1,572,240	1,572,240	1,572,240	1,572,240
Blueprint 2000 Reimbursement	337402	806,891	201,804	514,585	514,585	532,184	550,491	569,538	589,358
Payments In Lieu Of Taxes	339100	23,578	-	-	-	-	-	-	-
\$2.00 IT Added Court Cost FS 28.24(12)	341160	314,302	320,435	332,600	315,970	312,835	309,700	306,565	303,525
Zoning Fees	341200	4,750	12,350	13,000	12,350	12,350	12,350	12,350	12,350
Hand Fogging Fees	342950	375	1,235	775	736	744	751	759	767
Medical Examiner Facility Use Fee	343800	-	250,000	175,000	166,250	169,575	172,967	176,425	179,954
Parking Facilities	344500	134,303	139,650	145,000	137,750	137,750	137,750	137,750	137,750
Library Parking	344510	23,198	40,945	30,000	28,500	30,400	31,350	33,250	35,150
Library Fees	347100	102,757	93,100	71,000	67,450	64,600	61,750	57,950	55,100
Library Printing	347101	8,867	6,840	9,000	8,550	8,645	8,740	8,835	8,930
FS 29.0085 Court Facilities	348930	589,402	595,650	674,000	640,300	646,950	653,600	660,250	666,900
Civil Fee - Circuit Court	349200	92	-	-	-	-	-	-	-
GAL / Circuit-wide Reimbursement	349501	16,120	36,894	43,197	41,037	41,858	42,695	43,549	44,420
Radio Communications Program	351600	-	-	201,020	190,969	196,698	202,600	208,678	214,938
Interest Income - Investment	361110	399,136	98,065	100,000	100,000	101,000	102,010	103,030	104,060
Pool Interest Allocation	361111	486,515	949,050	512,800	487,160	492,032	496,952	501,921	506,940
Net Incr(decr) In Fmv Of Investment	361300	270,742	-	-	-	-	-	-	-
Rents And Royalties	362000	1	4,750	5,000	4,750	4,750	4,750	4,750	4,750
Gain (loss) On Sale Land	364300	52,977	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	152,422	190,000	86,738	82,401	84,873	87,419	90,042	92,743
Refund Of Prior Year Expenses	369300	69,465	-	-	-	-	-	-	-
Lawsuit Settlements	369350	53	-	-	-	-	-	-	-

Leon County Fiscal Year 2021 Tentative Budget

General Fund (001)

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Other Miscellaneous Revenue	369900	433,034	212,227	121,053	115,000	115,000	115,000	115,000	115,000
Volunteer Certificate Training Fees	369930	-	1,378	-	-	-	-	-	-
Transfer From Fund 106	381106	97,135	106,340	104,395	104,395	105,439	106,493	107,558	108,634
Transfer From Fund 126	381126	7,795,529	9,154,601	4,047,066	4,047,066	7,273,461	9,385,831	9,289,093	10,217,479
Transfer From Fund 140	381140	103,125	116,025	119,695	119,695	119,695	119,695	119,695	119,695
Transfer From Fund 145	381145	1,965	1,645	2,670	2,670	2,723	2,777	2,833	2,890
Transfer From Fund 160	381160	12,270	-	-	-	-	-	-	-
Transfer From Fund 162	381162	121,040	122,940	108,270	108,270	97,395	97,519	90,145	90,071
Transfer From Fund 165	381165	255,695	283,340	283,040	283,040	288,701	294,475	300,365	306,372
Transfer from Fund 166	381166	-	-	123,460	123,460	125,929	128,448	131,017	133,637
Transfer From Fund 401	381401	82,435	85,210	65,670	65,670	66,983	68,323	69,689	71,083
Pensacola Care Lease	383001	146,616	146,616	146,616	146,616	146,616	146,616	146,616	146,616
Clerk Excess Fees	386100	206,864	-	-	-	-	-	-	-
Property Appraiser	386600	93,056	-	-	-	-	-	-	-
Tax Collector	386700	818,161	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Aviation Insurance	396300	37,965	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	1,557,500	1,841,310	1,841,310	1,500,000	1,500,000	500,000	-
Total Revenues		91,864,019	73,390,946	79,407,115	75,952,687	82,325,637	86,921,652	87,866,648	89,381,249
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
County Commission	100-511	1,778,844	1,767,755	1,809,517	1,798,931	1,833,281	1,857,702	1,882,814	1,908,632
Commissioner Office Budget	101-511	14,752	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioner Office Budget	102-511	2,793	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioner Office Budget	103-511	11,685	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioner Office Budget	104-511	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioner Office Budget	105-511	11,611	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioner Office Budget	106-511	4,045	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioner Office Budget	107-511	11,380	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioners' Account	108-511	21,115	25,175	24,845	24,845	24,845	24,845	24,845	24,845
County Administration	110-512	1,169,902	1,199,472	1,240,887	1,238,043	1,286,626	1,320,867	1,356,116	1,392,413
Volunteer Services	113-513	198,287	216,339	189,963	188,225	194,453	196,960	199,537	202,182
PLACE - Economic Development	114-512	339,096	77,000	-	-	-	-	-	-
Strategic Initiatives	115-513	811,126	831,822	811,833	808,279	836,399	852,728	869,534	886,832
Community and Media Relations	116-513	663,968	779,612	756,843	753,526	774,789	787,232	800,042	813,217
County Attorney	120-514	1,916,538	2,121,437	2,017,609	2,011,946	2,101,226	2,141,437	2,182,837	2,225,291
Office of Sustainability	127-513	273,224	322,550	331,758	331,364	320,294	345,713	331,293	357,038
Office of Management & Budget	130-513	725,661	818,657	796,336	792,071	854,803	873,109	891,738	910,910
Clerk - Finance Administration	132-586	1,764,750	1,845,539	1,952,621	1,941,920	2,000,499	2,060,835	2,122,981	2,122,981
Procurement	140-513	402,760	486,240	470,745	468,612	532,336	545,666	559,377	573,493
Warehouse	141-513	118,305	117,491	117,921	117,131	120,934	124,034	127,224	130,506
Facilities Management	150-519	7,189,567	7,968,521	7,978,003	7,952,478	8,378,923	8,514,589	8,636,568	8,760,628
Facilities - Detention Center	152-519	-	2,695,308	2,450,008	2,443,688	2,519,126	2,590,276	2,663,548	2,738,990
Real Estate Management	156-519	250,087	355,111	345,831	344,646	350,172	353,985	357,905	361,941
Human Resources	160-513	1,376,226	1,509,093	1,534,619	1,526,508	1,579,567	1,614,932	1,651,262	1,688,684
Management Information Services	171-513	6,785,180	6,922,449	7,243,864	7,221,563	7,659,708	7,805,682	7,900,627	8,043,437
Health Department	190-562	296,681	237,345	237,345	237,345	237,345	237,345	237,345	237,345
Mosquito Control	216-562	698,500	851,209	810,585	807,504	855,044	870,127	885,639	901,409
Lib - Policy, Planning, & Operations	240-571	887,444	909,660	664,613	1,077,088	1,110,832	1,132,411	1,154,608	1,177,447
Library Public Services	241-571	4,340,237	4,661,631	4,314,653	5,521,086	5,688,178	5,815,389	5,945,723	6,079,823
Library Collection Services	242-571	1,510,521	1,643,829	1,661,446	-	-	-	-	-
Summer Youth Employment	278-551	39,965	40,666	40,727	40,727	40,727	40,727	40,727	40,727
Cooperative Extension	361-537	370,686	429,723	442,331	442,331	455,478	469,019	482,966	497,332
Medical Examiner	370-527	786,524	540,441	717,875	717,875	699,229	710,810	710,810	710,810

Leon County Fiscal Year 2021 Tentative Budget

General Fund (001)

Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Tubercular Care & Child Protection Exams	370-562	35,250	61,000	61,000	61,000	61,000	61,000	61,000	61,000
Baker Act & Marchman Act	370-563	638,156	638,156	638,156	638,156	638,156	638,156	638,156	638,156
Medicaid & Indigent Burials	370-564	3,170,246	3,335,672	3,514,803	3,514,803	3,668,485	3,776,008	3,886,756	4,000,827
CHSP & Emergency Assistance	370-569	1,687,159	1,480,524	1,692,370	1,691,580	1,723,597	1,723,941	1,724,293	1,724,652
Housing Services	371-519	5,970	-	-	-	-	-	-	-
Housing Services	371-569	597,160	585,596	606,100	601,674	624,257	636,649	649,401	662,522
Veteran Services	390-553	303,679	371,598	305,873	303,977	316,334	322,017	327,861	333,872
Blueprint 2000	403-515	621,673	436,719	582,164	578,609	598,369	615,038	632,197	649,854
Public Safety Complex Facilities	410-529	1,506,165	1,606,491	1,669,624	1,667,435	1,773,249	1,801,142	1,813,897	1,827,027
Public Safety Complex Technology	411-529	198,345	268,924	263,255	261,912	269,462	272,392	275,406	278,504
Geographic Info. Systems	421-539	2,062,800	2,103,224	2,108,731	2,099,120	2,180,789	2,225,044	2,270,588	2,317,452
MIS Automation - General Fund	470-519	251,492	-	305,320	305,320	305,320	305,320	305,320	305,320
General Fund - Risk	495-519	440,641	531,640	542,580	542,580	544,766	546,974	549,204	551,456
Indirect Costs - General Fund	499-519	(6,679,198)	(7,144,000)	(7,326,000)	(7,326,000)	(7,550,000)	(7,784,000)	(8,025,000)	(8,269,000)
Property Appraiser	512-586	5,080,216	5,059,837	5,245,309	5,215,123	5,350,215	5,457,219	5,566,363	5,677,690
Tax Collector	513-586	4,902,959	5,077,511	5,462,992	5,462,992	5,570,252	5,680,751	5,814,131	5,814,131
Radio Communication Systems (800 MHZ)	529-519	1,483,492	1,641,820	1,686,950	1,686,950	1,727,545	1,768,731	1,811,023	1,854,451
Court Administration	540-601	201,628	206,609	220,174	218,204	225,318	229,299	233,395	237,603
Court Information Systems	540-713	10,724	11,815	12,160	12,160	12,160	12,160	12,160	12,160
Guardian Ad Litem	547-685	17,419	20,710	21,882	21,882	21,882	21,882	21,882	21,882
GAL Information Systems	547-713	2,770	2,715	2,395	2,395	2,395	2,395	2,395	2,395
Planning Department	817-515	1,075,138	1,145,289	1,082,779	1,082,305	1,105,372	1,128,448	1,132,183	1,136,027
Non-Operating General Fund	820-519	958,818	1,001,388	1,041,436	1,041,436	1,044,408	1,044,408	1,044,408	1,044,408
Tax Deed Applications	831-513	4,877	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	158,416	100,000	100,000	100,000	100,000	100,000	100,000	100,000
COCA Contract	888-573	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Transfers	950-581	11,296,959	14,518,940	11,321,341	11,289,013	15,350,237	18,536,768	19,809,266	20,336,185
Primary Health Care	971-562	1,784,849	1,828,022	1,825,007	1,824,059	1,677,544	1,679,823	1,682,168	1,684,576
CRA-Payment	972-559	2,287,408	2,733,540	3,518,010	3,518,010	3,799,451	4,103,407	2,781,869	2,860,926
Budgeted Reserves - General Fund	990-599	22,974,857	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Total Appropriations		92,261,785	77,728,074	76,197,449	75,952,687	82,325,637	86,921,652	87,866,648	89,381,249
Revenues Less Appropriations		(397,765)	(4,337,128)	3,209,666	-	-	-	-	-

Leon County Fiscal Year 2021 Tentative Budget

Notes:

Leon County's budget is balanced without increasing the current 8.3144 millage rate. For FY 2021 property values increased by 6.78%, providing an additional \$9.2 million in property tax revenue. However, due to the onset of the COVID-19 pandemic, the County's other sources of general revenues have declined. The increase in property taxes offsets the \$7.4 million in lost revenue from state shared sales tax revenue, gas taxes and interest earnings.

For FY 2021, the total general revenue transfer to capital is \$5.12 million, a \$2.32 million decrease from the \$7.4 million transferred in FY 2020. The General Fund (Fund 001) portion of the transfer to the capital projects (Fund 305) decreased by \$1.6 million from \$5.1 million in FY 2020 to \$3.49 million in FY 2021. In addition, the Board appropriated \$1.84 million in fund balance, an increase of \$283,810 from FY 2020. The use of this fund balance still leaves the general fund reserves within policy limits. Out years from FY 2022 to FY 2025 show a declining use of fund balance.

In addition to the revenue decline, several budget balancing strategies were implemented to reduce operating costs that directly impact the General Fund. The Library RFID and Collection Services program implementation will generate a reoccurring budget savings of \$350,000 which includes the elimination of 12.5 positions. In addition, the County deferred the maintenance of carpet and paint in County facilities saving \$229,980. Other cost savings measures impacting the General Fund and other County funds include a 6-month hiring freeze and a non-essential training and travel freeze.

Leon County Fiscal Year 2021 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 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Supervisor Of Elections	341550	91,249	-	-	-	-	-	-	-
Transfer From Fund 001	381001	4,150,267	5,530,069	4,458,035	4,458,035	4,668,422	4,596,837	5,871,224	6,073,928
Total Revenues		4,241,516	5,530,069	4,458,035	4,458,035	4,668,422	4,596,837	5,871,224	6,073,928
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
MIS Automation-SOE	470-513	15,381	28,094	27,755	27,755	27,755	27,755	27,755	27,755
Supervisor of Elections - Risk	495-513	16,687	16,687	16,677	16,677	16,765	16,853	16,942	17,032
Voter Registration	520-513	2,652,142	2,858,320	3,027,543	3,015,930	3,068,061	3,157,668	3,211,791	3,280,595
Elections	520-586	175,256	-	-	-	-	-	-	-
Elections	521-513	1,230,714	2,626,968	1,397,673	1,397,673	1,555,841	1,394,561	2,614,736	2,748,546
Elections	521-586	75,110	-	-	-	-	-	-	-
Special Elections	522-513	71,739	-	-	-	-	-	-	-
Transfers	950-581	4,488	-	-	-	-	-	-	-
Total Appropriations		4,241,516	5,530,069	4,469,648	4,458,035	4,668,422	4,596,837	5,871,224	6,073,928
Revenues Less Appropriations		-	-	(11,613)	-	-	-	-	-

Notes:

The Supervisor of Elections budget varies year to year depending on the election cycles. Funding for the Supervisor of Elections increases for Presidential Primary elections cycles and decreases in off year election cycles. The upcoming FY 2021 cycle is a general and non-Presidential Preference Primary election. The FY 2021 Supervisor of Elections budget reflects a total decrease of \$1.06 million over FY 2020.

Leon County Fiscal Year 2021 Tentative Budget

Supervisor of Elections Grant Fund (061)

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Voter Education Funds	331100	126,463	-	-	-	-	-	-	-
Pool Interest Allocation	361111	136	-	-	-	-	-	-	-
Transfer from Fund 060	381060	4,488	-	-	-	-	-	-	-
Total Revenues		131,088	-	-	-	-	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
2017/18 Federal Elections Grant	953018-513	37,017	-	-	-	-	-	-	-
Elections Security Grant	953019-513	91,309	-	-	-	-	-	-	-
Albert Monitoring Grant	953020-513	3,720	-	-	-	-	-	-	-
Total Appropriations		132,047	-	-	-	-	-	-	-
Revenues Less Appropriations		(959)	-	-	-	-	-	-	-

Leon County Fiscal Year 2021 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	
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
County Ninth-Cent Voted Fuel Tax	312300	1,498,387	1,494,540	1,490,431	1,415,909	1,557,499	1,580,862	1,604,575	1,628,643
Local Option Gas Tax	312410	3,888,781	3,851,965	3,917,956	3,722,058	4,094,264	4,155,678	4,218,013	4,281,283
2nd Local Option Gas Tax	312420	3,100,482	3,046,175	3,104,762	2,949,524	2,993,767	3,038,674	3,084,254	3,130,518
Federal Payments in Lieu of Taxes	333000	50,361	34,485	36,422	34,601	34,601	34,601	34,601	34,601
20% Surplus Gas Tax	335420	613,897	610,280	617,661	586,778	595,580	604,454	613,520	622,723
5th & 6th Cent Gas Tax	335430	2,455,586	2,439,600	2,470,642	2,347,110	2,382,317	2,418,290	2,454,080	2,490,891
Gas Tax Pour-Over Trust	335440	1,330,123	1,332,095	1,362,844	1,294,702	1,320,725	1,347,668	1,374,622	1,401,564
Other Transportation	335490	49,969	88,255	78,500	74,575	75,335	76,095	76,855	77,615
Service Area App Fees	343651	5,040	2,242	2,360	2,242	2,266	2,290	2,309	2,332
FDOT NPDES Reimbursement	343901	-	36,000	36,000	36,000	36,000	36,000	36,000	36,000
DOT-Reimbursement Route 27	343913	1,422	-	-	-	-	-	-	-
DOT Reimbursement-Landscape	343917	38,174	34,863	70,772	70,772	70,772	71,834	71,834	71,834
Grading Fee Public Works	343920	48,593	41,610	44,200	41,990	42,370	42,845	43,225	43,700
Parking Facilities	344500	20	-	-	-	-	-	-	-
FDOT Street Lighting Reimbursement	344909	-	-	64,245	64,245	64,245	64,245	64,245	64,245
Traffic Signs	344910	-	342	360	342	342	342	342	342
Subdivision Fees	344911	10,749	3,230	5,300	5,035	5,320	5,320	5,320	5,320
R-O-W Placement Fees	344913	57,388	54,910	64,700	61,465	61,465	61,465	61,465	61,465
Signal Maintenance - State Reimb	344914	236,187	196,188	163,204	163,204	168,100	173,143	178,337	183,687
Pool Interest Allocation	361111	96,730	91,390	54,500	51,775	52,293	52,815	53,343	53,877
Interest Income - Other	361120	3,370	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	78,652	-	-	-	-	-	-	-
Equipment Buyback	364100	333,873	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	-	-	84,500	80,275	185,250	192,850	110,200	95,000
Refund Of Prior Year Expenses	369300	26,217	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	206	-	-	-	-	-	-	-
Transfer From Fund 123	381123	1,554,375	1,557,055	1,628,430	1,628,430	1,670,610	1,714,510	1,760,190	1,754,855
Transfer From Fund 126	381126	3,313,883	1,902,703	3,823,611	3,823,611	4,718,778	3,654,326	4,322,490	4,004,375
Gas And Oil Sales	395100	1,081	-	-	-	-	-	-	-
Total Revenues		18,793,547	16,817,928	19,121,400	18,454,643	20,131,899	19,328,307	20,169,820	20,044,870
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Support Services	400-541	629,150	605,428	629,228	627,095	645,110	658,720	672,728	687,146
Engineering Services	414-541	3,508,986	3,976,392	3,978,604	3,958,223	4,212,296	4,311,089	4,412,787	4,517,435
Transportation Maintenance	431-541	4,414,766	4,674,502	4,732,356	4,699,676	4,966,063	5,028,331	5,118,992	5,208,532
Right-Of-Way Management	432-541	2,866,855	2,972,786	2,963,599	2,939,347	3,132,254	3,180,676	3,230,496	3,276,544
MIS Automation - Transportation Trust	470-541	20,155	-	21,390	21,390	21,390	21,390	21,390	21,390
Transportation Trust - Risk	495-541	71,772	71,772	73,817	73,817	74,412	75,013	75,620	76,233
Indirect Costs - Transportation Trust	499-541	1,782,000	1,842,000	1,824,000	1,824,000	1,879,000	1,935,000	1,993,000	2,053,000
Transfers	950-581	4,241,980	2,665,048	4,301,095	4,301,095	5,191,374	4,108,088	4,634,807	4,194,590

Leon County Fiscal Year 2021 Tentative Budget

Transportation Trust (106)

Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Budgeted Reserves - Transport. Trust	990-599	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Total Appropriations		17,535,664	16,817,928	18,534,089	18,454,643	20,131,899	19,328,307	20,169,820	20,044,870
Revenues Less Appropriations		1,257,883	-	587,311	-	-	-	-	-

Notes:

FY 2021 reflects an increase in transfers to the Transportation Capital Fund generated from FY 2020 project deferred savings including the Stormwater Infrastructure Preventative Maintenance, the Sidewalk Program and Baum Road Drainage Improvements in both FY 2020 and FY 2021 as part of the budget balancing strategies for FY 2021 to support critical capital projects including Maylor Road Stormwater Improvements.

Previously, during the FY 2019 budget, gas tax funding that was traditionally split 50/50 for sidewalk projects and general transportation maintenance was to be reallocated for two years to fix chronic flooding problems on county roads in FY 2020 and FY 2021. However, due to the Coronavirus and subsequent budget balancing strategies for FY 2021, sidewalk funding was suspended, and transportation and stormwater funding were reduced. While allocated sidewalk funding has been reduced for FY 2021, the sidewalk program still has \$1.25 million allocated in the Sales Tax Extension Fund (352) for FY 2021.

Leon County Fiscal Year 2021 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 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Ad Valorem - Fine/Fore. Fund	311120	80,730,431	84,065,518	90,158,589	85,650,660	90,744,695	95,775,677	101,185,757	107,035,292
Child Support Enforcement	331240	21,820	21,470	20,600	19,570	20,140	20,710	21,375	22,040
Title IV - Child Support Enforcement	331691	-	3,800	-	-	-	-	-	-
Sheriff Fees-Warrants, Fingerprints, Records	341520	318,836	303,050	332,300	315,685	318,820	321,955	325,185	328,415
Sheriff Fee-Public Records	341521	-	40,000	30,000	30,000	30,300	30,603	30,909	31,218
Sheriff Wrecker Services	341525	87,084	60,325	65,500	62,225	62,890	63,555	64,125	64,790
Room And Board - Prisoners	342300	435,988	478,610	449,300	426,835	431,110	435,385	439,755	444,125
Court Fines	351120	33,717	33,250	39,500	37,525	38,190	38,950	39,805	40,565
Crime Prevention (fs 775.083 (2))	351150	60,665	74,100	73,000	69,350	70,300	70,300	71,250	72,200
Violations of Local Ordinances	354150	25	-	-	-	-	-	-	-
Pool Interest Allocation	361111	331,591	326,230	231,500	219,925	222,124	224,345	226,589	228,855
Net Incr(decr) In Fmv Of Investment	361300	33,769	-	-	-	-	-	-	-
Sheriff F.S. 125.315	361330	46,214	171,000	100,000	95,000	95,950	96,910	97,879	98,857
Sheriff Excess Fees	386400	137,485	-	-	-	-	-	-	-
Total Revenues		82,237,624	85,577,353	91,500,289	86,926,775	92,034,519	97,078,390	102,502,629	108,366,357
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
MIS Automation - State Attorney	470-602	44,595	30,542	31,900	31,900	31,900	31,900	31,900	31,900
MIS Automation - Public Defender	470-603	23,200	50,573	50,960	50,960	50,960	50,960	50,960	50,960
Fine & Forfeiture - Risk	495-689	232,956	232,957	248,127	248,127	249,095	250,073	251,061	252,059
Consolidated Dispatch Agency (CDA)	507-529	2,589,974	2,896,461	3,165,150	3,165,150	3,323,407	3,489,577	3,664,056	3,847,259
Diversionsary Programs	508-569	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Law Enforcement	510-586	42,149,348	40,911,420	44,410,582	44,257,465	47,115,834	49,885,216	52,866,824	56,106,805
Corrections	511-586	36,860,530	36,134,445	37,093,306	36,962,289	39,009,278	41,072,241	43,293,777	45,686,409
State Attorney	532-602	84,274	118,600	118,600	118,600	118,600	118,600	118,600	118,600
State Attorney	532-713	14,700	13,520	12,350	12,350	12,350	12,350	12,350	12,350
Public Defender	533-603	118,165	118,525	118,525	118,525	118,525	118,525	118,525	118,525
Public Defender	533-713	17,865	16,455	23,220	23,220	23,220	23,220	23,220	23,220
Clerk - Article V Expenses	537-614	420,627	420,865	395,908	395,908	403,826	411,903	420,141	428,544
Legal Aid	555-715	257,500	259,914	257,500	257,500	257,500	257,500	257,500	257,500
Juvenile Detention Payment - State	620-689	1,187,151	1,567,768	1,174,781	1,174,781	1,210,024	1,246,325	1,283,715	1,322,226
Transfers	950-581	49,200	-	-	-	-	-	-	-
Budgeted Reserves - Fine and Forfeiture	990-599	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Total Appropriations		84,150,086	82,882,045	87,210,909	86,926,775	92,034,519	97,078,390	102,502,629	108,366,357
Revenues Less Appropriations		(1,912,462)	2,695,308	4,289,380	-	-	-	-	-

Notes:

The County maintained county-wide millage rate of 8.3144 for FY 2021. Additional information regarding this levy and the need to appropriate fund balance for recurring operating expenditures is located on the general fund page. The overall increase to the Sheriff's budget is 5.8% or \$4.45 million. Additional increases include personnel costs for a total of 2 new positions, a Training and Wellness Specialist and an IT Analyst.

In addition, the FY 2021 budget also recommends the transfer of maintenance of the detention center from the Sheriff's Office to the County's division of Facilities Management.

Leon County Fiscal Year 2021 Tentative Budget

Probation Services (111)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Sheriff GPS Program	337281	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
County Court Probation Fees	349120	222,136	238,450	207,000	196,650	192,068	190,243	188,417	186,590
Community Service Fees	349122	69,415	88,350	66,000	62,700	63,665	64,633	64,633	65,597
Probation-no Show Fees	349125	8,310	11,685	4,600	4,370	4,370	4,292	4,292	4,214
Pre-trial Fees	349130	67,611	54,150	85,600	81,320	82,987	84,655	86,323	88,084
SCRAM Unit User Fees	349135	23,579	38,380	37,800	35,910	36,298	36,682	36,972	37,357
Alternative Community Service Fees	349140	21,810	27,455	15,200	14,440	14,026	13,861	13,777	13,612
UA Testing Fees	349147	150,725	135,850	152,000	144,400	143,361	142,314	140,222	139,170
Alcohol Testing Fees	349148	49,515	54,150	40,100	38,095	36,270	34,446	32,741	31,038
Pool Interest Allocation	361111	21,359	19,380	9,300	8,835	8,923	9,013	9,103	9,194
Net Incr(decr) In Fmv Of Investment	361300	14,301	-	-	-	-	-	-	-
Transfer From Fund 001	381001	2,039,191	2,396,642	2,539,191	2,539,191	2,985,411	3,072,394	3,164,104	3,256,725
Appropriated Fund Balance	399900	-	300,000	300,000	300,000	42,000	-	-	-
Total Revenues		2,787,952	3,464,492	3,556,791	3,525,911	3,709,379	3,752,533	3,840,584	3,931,581
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
MIS Automation - Probation Services	470-523	12,236	-	15,090	15,090	15,090	15,090	15,090	15,090
Probation Services - Risk	495-523	20,829	20,829	25,076	25,076	25,303	25,532	25,763	25,996
Indirect Costs - Probation Services	499-523	625,000	630,000	630,000	630,000	649,000	668,000	688,000	709,000
County Probation	542-523	1,083,693	1,243,195	1,239,115	1,227,925	1,350,650	1,342,325	1,376,973	1,412,608
Pretrial Release	544-523	1,239,555	1,400,119	1,461,051	1,451,921	1,488,747	1,517,229	1,546,520	1,576,656
Drug & Alcohol Testing	599-523	160,564	170,349	176,294	175,899	180,589	184,357	188,238	192,231
Total Appropriations		3,141,877	3,464,492	3,546,626	3,525,911	3,709,379	3,752,533	3,840,584	3,931,581
Revenues Less Appropriations		(353,925)	-	10,165	-	-	-	-	-

Notes:

For FY 2021, the budget includes a \$2.53 million general revenue subsidy to the Probation Services fund. FY 2021 also includes the appropriation of \$300,000 in fund balance. The revenue for the fund also reflects additional resources provided by the Sheriff in the amount of \$100,000 available from the Inmate Trust Fund. This funding will assist in offsetting the cost of the GPS Monitoring Program. The general revenue subsidy is anticipated to increase to \$3.2 million in FY 2025 due a continuing decline in program revenues, and a depletion of accumulated fund balance in FY 2022.

Leon County Fiscal Year 2021 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.

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Mediation Fees	349310	16	-	-	-	-	-	-	-
Teen Court Fees	351500	59,451	80,749	89,216	84,755	83,984	83,085	82,313	81,416
Total Revenues		59,467	80,749	89,216	84,755	83,984	83,085	82,313	81,416
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Teen Court - Risk	495-662	1,650	1,650	1,333	1,333	1,343	1,353	1,363	1,374
Indirect Costs - Teen Court	499-662	8,000	8,000	10,000	10,000	10,000	11,000	11,000	11,000
Court Administration - Teen Court	586-662	58,144	71,099	73,866	73,422	75,855	78,380	80,183	82,040
Total Appropriations		67,794	80,749	85,199	84,755	87,198	90,733	92,546	94,414
Revenues Less Appropriations		(8,327)	-	4,017	-	(3,214)	(7,648)	(10,233)	(12,998)

Notes:

FY 2021, estimated revenues are anticipated to meet program costs. However, out-year revenue projections show a continued decrease in the \$3.00 fee revenue collected from traffic citations. A continued decline in revenue will require the program to implement additional costs reductions or shifting of costs to other sources of court funding.

Leon County Fiscal Year 2021 Tentative Budget

Drug Abuse Trust (116)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
County Alcohol Tf (fs 938.13)	348125	6,484	8,100	10,795	10,255	10,483	10,820	11,080	11,364
Felony Drug Intervention	348241	57,713	80,750	87,239	82,877	87,030	91,359	95,855	95,562
Pool Interest Allocation	361111	367	190	100	95	96	97	98	107
Total Revenues		64,564	89,040	98,134	93,227	97,609	102,276	107,033	107,033
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Drug Abuse	800-562	42,759	80,750	84,835	84,835	89,015	93,480	98,135	98,135
Budgeted Reserves - Drug Court	990-599	-	8,290	8,392	8,392	8,594	8,796	8,898	8,898
Total Appropriations		42,759	89,040	93,227	93,227	97,609	102,276	107,033	107,033
Revenues Less Appropriations		21,804	-	4,907	-	-	-	-	-

Notes:

The FY 2021 Drug Court revenues are estimated to be slightly higher from the previous year. The out years reflect a nominal increase in projected revenues for the program.

Leon County Fiscal Year 2021 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 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Court Innovations Local Requirement	348921	47,743	51,490	54,100	51,395	53,010	54,530	56,240	57,855
Legal Aid Local Ordinance	348922	47,743	51,490	54,100	51,395	53,010	54,530	56,240	57,855
Law Library Local Ordinance	348923	47,743	51,490	54,100	51,395	53,010	54,530	56,240	57,855
Juvenile Alternative Local Ordinance	348924	47,743	51,490	54,100	51,395	53,010	54,530	56,240	57,855
Leon County Fees	349510 349600	11 19	- -	- -	- -	- -	- -	- -	- -
Pool Interest Allocation	361111	8,275	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	151,174	147,598	147,598	150,280	143,193	-	-
Total Revenues		199,277	357,134	363,998	353,178	362,320	361,313	224,960	231,420
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Judicial Programs - Risk	495-569	1,242	1,242	1,641	1,641	1,657	1,674	1,691	1,708
Indirect Costs - Judicial Programs	499-601	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Alternative Juvenile Programs	509-569	60,304	64,352	58,428	58,033	59,998	58,312	59,976	61,685
Law Library	546-714	-	51,490	51,395	51,395	51,680	52,440	52,725	52,725
Judicial Programs/Article V	548-662	142,057	187,560	190,802	189,714	196,305	195,447	201,276	207,269
Legal Aid - Court	555-715	43,748	51,490	51,395	51,395	51,680	52,440	52,725	52,725
Total Appropriations		248,350	357,134	354,661	353,178	362,320	361,313	369,393	377,112
Revenues Less Appropriations		(49,073)	-	9,337	-	-	-	(144,433)	(145,692)

Notes:

Increased expenditures allocated to court required programs are necessitating the use of accumulated fund balance to support these programs. The current use of fund balance is within policy limits. However, the out years show only nominal increases in revenue and an exhaustion of fund balance after FY 2023. A reduction in programs may need to be considered if revenues do not increase to support these discrete programs.

Leon County Fiscal Year 2021 Tentative Budget

Building Inspection (120)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Building Permits	322000	2,066,976	1,930,400	1,867,000	1,773,650	1,862,000	1,973,720	2,111,880	2,323,068
Manufactured Homes	322005	46,981	46,645	28,900	27,455	30,210	33,250	36,575	40,185
Stormwater - Short Form A	329112	1,116	-	-	-	-	-	-	-
Contractor's Licenses	329140	7,902	3,135	6,400	6,080	6,080	6,175	6,270	6,270
Project Status	329240	120	-	-	-	-	-	-	-
Site Plan Review	329260	10,800	-	12,000	11,400	11,514	11,629	11,745	12,919
Electronic Document Recording Fee	329290	8,533	8,550	6,500	6,175	6,270	6,270	6,365	6,460
State Surcharge Retention	335291	6,823	6,650	6,400	6,080	6,270	6,555	6,840	7,125
Pool Interest Allocation	361111	51,822	40,280	30,900	29,355	29,649	29,945	30,244	30,546
Net Incr(decr) In Fmv Of Investment	361300	57,842	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	718,181	1,130,759	1,130,759	1,029,361	-	-	-
Total Revenues		2,258,915	2,753,841	3,088,859	2,990,954	2,981,354	2,067,544	2,209,919	2,426,573
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Building Plans Review and Inspection	220-524	1,799,616	1,969,134	2,040,777	2,024,882	2,091,170	2,142,992	2,196,317	2,251,164
MIS Automation - Building Inspection	470-524	2,858	943	3,710	3,710	3,710	3,710	3,710	3,710
Building Inspection	495-524	9,764	9,764	11,362	11,362	11,474	11,587	11,701	11,816
Indirect Costs - Building Inspections	499-524	381,000	424,000	480,000	480,000	494,000	509,000	525,000	540,000
Transfers	950-581	-	350,000	471,000	471,000	381,000	381,000	381,000	381,000
Total Appropriations		2,193,238	2,753,841	3,006,849	2,990,954	2,981,354	3,048,289	3,117,728	3,187,690
Revenues Less Appropriations		65,678	-	82,010	-	-	(980,745)	(907,809)	(761,117)

Notes:

For FY 2021, revenues reflect a slight decrease from FY 2020 based on anticipated slowdown of the economy in the building sector for commercial and housing construction permitting as a result of the COVID-19 pandemic. Out-years reflect increased growth in revenues as anticipated from a slowly recovering economy. Fund balance is budgeted to support program expenditures including \$509,000 for additional software upgrades and modifications to further expedite the processing of permits for customers. For FY 2021 and FY 2022 fund balance is programmed at \$1.13 million and \$1.02 million respectively. Out-years reflect fund balance being depleted which will require a reduction in program expenditures or an examination of building fees.

Leon County Fiscal Year 2021 Tentative Budget

Development Support & Environ. Mgmt. Fund (121)

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

Revenue Sources	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Building Permits	322000	-	-	-	-	-	-	-	-
Licenses And Permits	322100	-	1,607,400	1,371,000	1,302,450	1,328,100	1,354,700	1,382,250	1,409,800
Stormwater - Standard Form	329100	361,839	-	-	-	-	-	-	-
Stormwater - Short Form B-High	329110	16,119	-	-	-	-	-	-	-
Stormwater - Short Form B-Low	329111	38,377	-	-	-	-	-	-	-
Stormwater - Short Form A	329112	258,510	-	-	-	-	-	-	-
New Address Assignments	329113	43,680	-	-	-	-	-	-	-
Tree Permits	329120	2,964	-	-	-	-	-	-	-
Vegetative Management Plans	329121	1,200	-	-	-	-	-	-	-
Landscape Permit Fees	329130	19,649	-	-	-	-	-	-	-
Amend/Resubmittal/Extensions	329150	9,342	-	-	-	-	-	-	-
General Utility Permit	329160	14,190	-	-	-	-	-	-	-
Operating Permit	329170	86,022	-	-	-	-	-	-	-
Communications Tower Bonds	329171	21,844	-	-	-	-	-	-	-
Subdivision Exemptions	329200	38,424	-	-	-	-	-	-	-
Certificate Of Concurrency	329210	15,780	-	-	-	-	-	-	-
Project Status	329240	91,290	-	-	-	-	-	-	-
PUV - Permitted Use Verification	329250	26,342	-	-	-	-	-	-	-
Site Plan Review	329260	109,431	-	-	-	-	-	-	-
Other Development Review Fees	329270	38,140	-	-	-	-	-	-	-
Electronic Document Recording Fee	329290	2,198	-	-	-	-	-	-	-
Code or Lien Cost Recovery Fee	341300	18,990	22,705	21,200	20,140	20,710	21,375	22,040	22,705
Driveway Permit Fees	343930	37,270	39,045	47,000	44,650	46,835	49,210	51,680	54,245
Environmental Analysis	343941	60,887	-	-	-	-	-	-	-
Boaa Variance Requests	343950	1,800	-	-	-	-	-	-	-
Parks And Recreation	347200	(270)	-	-	-	-	-	-	-
Reinspection Fees	349100	1,944	-	-	-	-	-	-	-
Code Enforcement Board Fines	354100	66,768	18,620	27,000	25,650	26,410	27,170	28,025	28,785
Pool Interest Allocation	361111	15,691	14,155	10,000	9,500	9,595	9,691	9,788	9,886
Other Miscellaneous Revenue	369900	11,034	-	-	-	-	-	-	-
Abandon Property Registration Fee	369905	19,200	21,185	23,900	22,705	22,895	23,180	23,370	23,655
Transfer From Fund 126	381126	2,554,379	2,511,881	2,756,464	2,756,464	3,059,146	3,145,490	3,233,636	3,324,592
Total Revenues		3,983,032	4,234,991	4,256,564	4,181,559	4,513,691	4,630,816	4,750,789	4,873,668
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Environmental Services	420-537	1,548,637	1,626,593	1,582,486	1,571,074	1,741,400	1,787,755	1,835,461	1,884,542
Development Services	422-537	755,148	866,527	869,501	862,945	937,814	960,147	983,120	1,006,754
Code Compliance Services	423-537	483,081	533,632	499,327	496,818	541,369	553,730	566,444	579,530
DS Support Services	424-537	325,041	376,579	399,756	397,547	414,069	424,790	435,829	447,185
Customer Engagement Services	426-537	188,794	212,075	219,321	217,641	225,350	231,549	237,932	244,495
MIS Automation - Growth Management	470-537	15,091	-	18,845	18,845	18,845	18,845	18,845	18,845
Growth Management - Risk	495-537	17,585	17,585	16,689	16,689	16,844	17,000	17,158	17,317

Leon County Fiscal Year 2021 Tentative Budget

Development Support & Environ. Mgmt. Fund (121)

Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Indirect Costs - Growth Management	499-537	602,000	602,000	600,000	600,000	618,000	637,000	656,000	675,000
Total Appropriations		3,935,377	4,234,991	4,205,925	4,181,559	4,513,691	4,630,816	4,750,789	4,873,668
Revenues Less Appropriations		47,655	-	50,639	-	-	-	-	-

Notes:

In FY 2021, permit fee revenue is estimated to decrease over FY 2020 due to a decrease in permitting activity. Out year revenue is anticipated to increase a modest 2% per year, but still below FY 2019 actuals. Currently accumulated fund balance is not sufficient to support the fund. The out-years reflect an increase in general fund support to meet service demands and is anticipated to increase up to \$3.3 million in FY 2025.

Leon County Fiscal Year 2021 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 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Delinquent Taxes	311200	-	37,050	-	-	-	-	-	-
Non Ad-valorem Assessment	319100	3,425,511	3,449,104	3,690,200	3,505,690	3,575,800	3,647,335	3,720,295	3,794,680
Delinquent Assessments-2011	319211	117	-	-	-	-	-	-	-
Delinquent Assessments 2012	319212	70	-	-	-	-	-	-	-
Delinquent Assessments 2013	319213	586	-	-	-	-	-	-	-
Delinquent Assessments-2014	319214	1,582	-	-	-	-	-	-	-
Delinquent Assessments-2015	319215	791	-	-	-	-	-	-	-
Delinquent Assessments-2016	319216	1,359	-	-	-	-	-	-	-
Delinquent Assessments-2017	319217	4,483	-	-	-	-	-	-	-
Pool Interest Allocation	361111	39,943	50,825	37,700	35,815	36,173	36,535	36,901	37,269
Net Incr(decr) In Fmv Of Investment	361300	7,996	-	-	-	-	-	-	-
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	1,155,627	1,097,323	1,143,068	1,143,068	1,400,910	1,432,373	1,480,759	1,518,254
Total Revenues		5,438,063	5,434,302	5,670,968	5,484,573	5,812,883	5,916,243	6,037,955	6,150,203
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Stormwater Maintenance	433-538	3,371,544	3,373,311	3,243,271	3,223,759	3,492,966	3,534,493	3,592,584	3,691,964
MIS Automation - Stormwater	470-538	74	86	80	80	80	80	80	80
Stormwater Utility - Risk	495-538	-	-	19,736	19,736	19,933	20,132	20,333	20,536
Indirect Costs - Stormwater Utility	499-538	428,000	432,000	540,000	540,000	556,000	573,000	590,000	608,000
Tax Collector	513-586	68,619	71,850	72,568	72,568	73,294	74,028	74,768	74,768
Transfers	950-581	1,554,375	1,557,055	1,628,430	1,628,430	1,670,610	1,714,510	1,760,190	1,754,855
Total Appropriations		5,422,612	5,434,302	5,504,085	5,484,573	5,812,883	5,916,243	6,037,955	6,150,203
Revenues Less Appropriations		15,450	-	166,883	-	-	-	-	-

Notes:

In FY 2014, the County implemented the first increase in 23 years for the stormwater non ad valorem assessment from \$20 to \$85 for each single family equivalent unit. This allowed for the general revenue subsidy to decrease by \$2.5 million dollars. 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, as specified in the related ordinance and the operating deficit in the program. The transfer of \$800,000 from the Transportation Trust fund covers the costs of stormwater maintenance activity related to roadways. For FY 2021, the increase in general revenue support is primarily due an increase in program expenditures.

Leon County Fiscal Year 2021 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 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
SHIP - Doc Stamp Revenue	345100	898,612	175,000	-	-	-	-	-	-
SHIP Recaptured Revenue	345150	100,346	-	85,000	85,000	85,000	85,000	85,000	85,000
Pool Interest Allocation	361111	19,104	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	17,425	-	-	-	-	-	-	-
Total Revenues		1,035,487	175,000	85,000	85,000	85,000	85,000	85,000	85,000
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
SHIP 2015-2018	932048-554	(17)	-	-	-	-	-	-	-
SHIP 2016-2019	932049-554	497,304	-	-	-	-	-	-	-
SHIP Housing Counseling Fund	932051-554	6,899	-	-	-	-	-	-	-
SHIP 2017-2020	932052-554	248,285	-	-	-	-	-	-	-
SHIP 2018-2021	932053-554	250,776	-	-	-	-	-	-	-
SHIP 2019-2022	932054-554	-	175,000	-	-	-	-	-	-
SHIP 2020-2023	932056-554	-	-	85,000	85,000	85,000	85,000	85,000	85,000
Total Appropriations		1,003,246	175,000	85,000	85,000	85,000	85,000	85,000	85,000
Revenues Less Appropriations		32,241	-	-	-	-	-	-	-

Notes:

The State did not appropriate funding for SHIP during the FY 2020 legislative session.

Leon County Fiscal Year 2021 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 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
EMPG Base Grant-Federal	331271	102,355	89,029	90,529	90,529	91,434	92,348	93,271	94,204
Law Enforcement Block Grant	331280	38,356	40,000	40,000	40,000	40,000	40,000	40,000	40,000
DOT Old Bainbridge Road at Knots Lane	331413	52,797	-	-	-	-	-	-	-
DOT Old Bainbridge Monroe to Gadsden	331414	47,706	-	-	-	-	-	-	-
Undefined	331611	62,619	-	-	-	-	-	-	-
Florida Humanities Council Grants	331741	2,676	-	-	-	-	-	-	-
DCF Drug Court	334240	25,000	-	-	-	-	-	-	-
EMPA Base Grant-State	334271	126,665	105,806	105,806	105,806	105,806	105,806	105,806	105,806
EM-SHSGP Federal Grant	334272	20,083	-	-	-	-	-	-	-
Waste Tire Grant	334324	5,925	-	-	-	-	-	-	-
NWFWMB Springs Restoration Grant	334353	25,887	-	-	-	-	-	-	-
Undefined	334354	808,421	-	-	-	-	-	-	-
Belair-Annawood Septic to Sewer Grant	334356	523,242	-	-	-	-	-	-	-
NE Lake Munson Septic to Sewer Grant	334357	461,050	-	-	-	-	-	-	-
Woodside Heights DEP	334358	(25,887)	-	-	-	-	-	-	-
FDEP - Wilkinson Woods Sewer Project	334368	15,503	-	-	-	-	-	-	-
Dep Storage Tank Program	334392	132,658	120,508	157,987	157,987	159,567	161,163	162,775	164,403
Housing Services Home Expo	334511	695	-	-	-	-	-	-	-
Florida Hardest Hit Program	334512	8,146	-	-	-	-	-	-	-
Mosquito Control	334610	75,669	32,468	32,468	32,468	32,468	32,468	32,468	32,468
Boating Improvement	334792	1,500	-	-	-	-	-	-	-
Veteran's Court Funds	334891	98,884	-	-	-	-	-	-	-
Mobile Home Licenses	335140	103	-	-	-	-	-	-	-
BP 2000 Magnolia Dr Multiuse Trail	337406	127,648	-	-	-	-	-	-	-
HFA Emergency Repairs	337502	32,470	50,000	50,000	50,000	50,000	50,000	50,000	50,000
BP 2000 St. Marks Greenway	337702	77,688	-	-	-	-	-	-	-
Friends Of The Library	337714	4,390	15,000	15,000	15,000	15,000	15,000	15,000	15,000
LCRDA Innovation Park Trail	337730	28,445	-	-	-	-	-	-	-
Slosberg \$3 Driver Education	348531	84,819	84,835	105,497	105,497	107,079	108,685	110,315	111,970
Capacity Fee	363244	370,000	-	-	-	-	-	-	-
Contributions And Donations	366000	1,642	-	-	-	-	-	-	-
Tour-Knight Foundation	366312	14,659	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	55,591	-	-	-	-	-	-	-
Transfer From Fund 001	381001	2,193	-	-	-	-	-	-	-
Transfer From Fund 106	381106	785	-	-	-	-	-	-	-
Transfer From Fund 126	381126	-	90,131	283,935	283,935	295,388	304,857	314,649	324,776
Appropriated Fund Balance	399900	-	213,767	-	-	-	-	-	-
Total Revenues		3,410,383	841,544	881,222	881,222	896,742	910,327	924,284	938,627
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Significant Benefit District 1 - Northeast Quadrant	009010-541	370,000	-	-	-	-	-	-	-
Innovation Park Trail	042006-572	28,445	-	-	-	-	-	-	-
St. Marks Headwaters Greenways	047001-572	77,688	-	-	-	-	-	-	-

Leon County Fiscal Year 2021 Tentative Budget

Grants (125)

Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Old Bainbridge Road Safety Improvements	053007-541	100,503	-	-	-	-	-	-	-
Magnolia Drive Multi-Use Trail	055010-541	127,648	-	-	-	-	-	-	-
Woodville Sewer Project	062003-535	808,421	-	-	-	-	-	-	-
Belair-Annawood Septic to Sewer	062007-535	523,242	-	-	-	-	-	-	-
NE Lake Munson Septic to Sewer	062008-535	461,050	-	-	-	-	-	-	-
Mosquito Control Grant	214-562	75,669	32,468	32,468	32,468	32,468	32,468	32,468	32,468
Grants - Risk	495-595	1,787	1,787	1,844	1,844	1,862	1,881	1,900	1,919
Emergency Management	864-525	53,888	121,221	121,221	121,221	121,221	121,221	121,221	121,221
DEP Storage Tank	866-524	166,367	181,240	191,704	191,309	196,789	202,025	207,413	212,962
Tour-Knight Foundation	912037-000	9,893	-	-	-	-	-	-	-
Tour-Knight Foundation Grant	912037-571	4,979	-	-	-	-	-	-	-
Patron Donations- Library	913023-571	258	-	-	-	-	-	-	-
Capeloute Donation	913024-571	1,284	-	-	-	-	-	-	-
Friends Literacy Contract 2005	913045-571	4,390	15,000	15,000	15,000	15,000	15,000	15,000	15,000
FHC Great American Read Grant	913093-571	1,781	-	-	-	-	-	-	-
Slosberg Drivers Education Grant	915013-529	84,835	84,835	105,497	105,497	107,079	108,685	110,315	111,970
Big Bend Scenic Byway Phase 2	916017-529	55,574	-	-	-	-	-	-	-
Boating Improvement	921043-572	1,500	-	-	-	-	-	-	-
Waste Tire Grant	922044-534	5,925	-	-	-	-	-	-	-
CDC Hurricane Relief Mosquito	924019-562	62,619	-	-	-	-	-	-	-
BP Horizon Oil Spill	925017-559	133,573	-	-	-	-	-	-	-
Woodville Height Sewer Project	926155-535	16,245	-	-	-	-	-	-	-
USEPA Clean Water Campaign	927018-535	785	-	-	-	-	-	-	-
FDEP Springs Restoration	927128-535	15,503	-	-	-	-	-	-	-
Housing Services Home Expo	932014-554	450	-	-	-	-	-	-	-
Florida Hardest Hit Program	932016-554	8,091	-	-	-	-	-	-	-
HFA Emergency Repairs Program	932019-554	32,470	50,000	50,000	50,000	50,000	50,000	50,000	50,000
CDBG 2013 Community Development Block Grant	932077-554	(6,000)	-	-	-	-	-	-	-
DCF Drug Court Grant	943085-622	25,000	-	-	-	-	-	-	-
Veteran's Court	944010-000	2,120	-	-	-	-	-	-	-
Veteran's Court	944010-601	61,280	-	-	-	-	-	-	-
EM-SHSGP Federal Grant	952004-525	20,083	-	-	-	-	-	-	-
EM-EMPG Federal Grant	952005-525	77,960	-	-	-	-	-	-	-
EMPA-Base Grant-State	952006-525	91,710	-	-	-	-	-	-	-
EMPA-Base Grant-State	952008-525	34,956	130,319	-	-	-	-	-	-
EMPG Federal Grant	952009-525	24,395	94,674	-	-	-	-	-	-
EMPG Federal Grant	952011-525	-	-	98,427	97,479	101,143	103,934	106,804	109,757
EMPA Base Grant-State	952012-525	-	-	137,352	136,404	141,180	145,113	149,163	153,330
FDLE JAG Pre-Trial FY 18-19	982063-521	-	40,000	-	-	-	-	-	-
FDLE JAG Pre-Trial FY19-20	982064-521	-	-	40,000	40,000	40,000	40,000	40,000	40,000
Grant Match Funds	991-595	-	90,000	90,000	90,000	90,000	90,000	90,000	90,000
Total Appropriations		3,566,369	841,544	883,513	881,222	896,742	910,327	924,284	938,627
Revenues Less Appropriations		(155,985)	-	(2,291)	-	-	-	-	-

Leon County Fiscal Year 2021 Tentative Budget

Note:

As grant program expenditures continue to exceed the grant allocations, particularly in the Emergency Management and Storage Tank Programs, an offsetting increase in the general revenue transfer will be required to maintain levels of service in these areas.

In addition, at the January 28, 2020 Board meeting, the Board approved an amendment to the ordinance to Dori Slosberg Driver Education Safety Act which increased the civil traffic penalty from \$3 to \$5 to support high school driver education programs. The additional funding will be provided to Leon County Schools to support the program.

Leon County Fiscal Year 2021 Tentative Budget

Non-Countywide General Revenue (126)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Local Communication Svcs Tax	315000	2,860,983	2,806,300	2,862,748	2,719,611	2,638,023	2,558,882	2,482,115	2,407,652
State Revenue Sharing	335120	6,009,505	5,938,450	3,182,661	3,023,528	5,139,998	5,653,997	5,823,617	5,998,326
Insurance Agents County	335130	70,973	53,207	68,900	65,455	66,044	66,738	67,432	68,120
Mobile Home Licenses	335140	25,617	26,125	26,491	25,166	25,420	25,675	25,929	26,193
Alcoholic Beverage Licenses	335150	25,295	115,235	154,500	146,775	151,145	155,705	160,360	165,205
Racing Tax F.S. 212.20(6)	335160	223,250	212,088	223,251	212,088	212,088	212,088	212,088	212,088
Local 1/2 Cent Sales Tax	335180	13,474,983	13,235,400	11,261,340	10,698,273	14,977,582	15,726,462	16,355,520	17,009,741
Total Revenues		22,690,606	22,386,805	17,779,891	16,890,896	23,210,300	24,399,547	25,127,061	25,887,325
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Transfers	950-581	22,024,587	22,386,805	16,890,896	16,890,896	23,210,300	24,399,547	25,127,061	25,887,325
Total Appropriations		22,024,587	22,386,805	16,890,896	16,890,896	23,210,300	24,399,547	25,127,061	25,887,325
Revenues Less Appropriations		666,019	-	888,995	-	-	-	-	-

Note:

The State Shared and 1/2 Cent Sales Tax revenues are estimated to decrease by \$4.015 million in FY 2021 due to the economic impacts of COVID-19 on consumer spending and the related impact of reduced sales tax collections. Out-years reflect revenue increasing with the anticipated recovery of the economy.

Leon County Fiscal Year 2021 Tentative Budget

Grants - Interest Bearing (127)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
DOH-Emergency Medical Services	334201	41,211	60,000	60,000	60,000	60,000	60,000	60,000	60,000
DOH-State EMS Matching Grant	334202	70,267	-	-	-	-	-	-	-
Tree Bank Donations	337410	1,097	-	-	-	-	-	-	-
Friends Endowment	337716	33,984	-	-	-	-	-	-	-
Parks And Recreation	347200	14,190	-	-	-	-	-	-	-
Pool Interest Allocation	361111	13,409	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	27,103	-	-	-	-	-	-	-
Transfer From Fund 135	381135	23,423	-	-	-	-	-	-	-
Total Revenues		224,685	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Friends Endowment 2005	913115-571	38,859	-	-	-	-	-	-	-
Tree Bank	921053-541	2,610	-	-	-	-	-	-	-
Miccosukee Community Center	921116-572	600	-	-	-	-	-	-	-
Woodville Community Center	921136-572	3,838	-	-	-	-	-	-	-
Bradfordville Community Center	921156-572	600	-	-	-	-	-	-	-
Lake Jackson Community Center	921166-572	6,962	-	-	-	-	-	-	-
EMS/DOH - EMS Equipment	961045-526	44,434	60,000	60,000	60,000	60,000	60,000	60,000	60,000
EMS-DOH Matching Grant M6038	961059-526	48,035	-	-	-	-	-	-	-
EMS/DOH Matching Grant M6039	961060-526	45,655	-	-	-	-	-	-	-
Total Appropriations		191,593	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Revenues Less Appropriations		33,092	-	-	-	-	-	-	-

Leon County Fiscal Year 2021 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 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
State Revenue Sharing Enhanced 911 Fee	335220	555,908	419,900	473,000	449,350	463,600	476,900	491,150	506,350
State Revenue Sharing Enhanced 911 DMS	335221	934,240	845,500	893,000	848,350	874,000	900,600	927,200	955,700
Pool Interest Allocation	361111	5,548	-	-	-	-	-	-	-
Total Revenues		1,495,696	1,265,400	1,366,000	1,297,700	1,337,600	1,377,500	1,418,350	1,462,050
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Enhanced E-911-Administration	180-525	1,066,071	1,195,171	1,207,925	1,207,925	1,245,802	1,283,679	1,322,505	1,364,181
MIS Automation	470-525	14,725	17,994	24,470	24,470	24,470	24,470	24,470	24,470
Insurance for E-911	495-525	-	2,235	2,305	2,305	2,328	2,351	2,375	2,399
Indirect Costs - Emergency 911	499-525	40,000	50,000	63,000	63,000	65,000	67,000	69,000	71,000
Total Appropriations		1,120,796	1,265,400	1,297,700	1,297,700	1,337,600	1,377,500	1,418,350	1,462,050
Revenues Less Appropriations		374,899	-	68,300	-	-	-	-	-

Note:

There is a slight increase in revenue for this fund. Overall, the fees collected from the landlines and the wireless phone devices are increasing as the base level of land lines is reached subsequent to the change of use from land lines to cellphones and a continued increase in the use of wireless devices.

Leon County Fiscal Year 2021 Tentative Budget

Radio Communication Systems (131)

In accordance with F.S. 318.21(10) \$12.50 from each moving traffic violation shall be distributed and paid monthly via the Clerk of Court's fine distribution system. The fund is used to account for resources and expenditures associated with Leon County's participation in an intergovernmental radio communications programs that have been previously approved by the State of Florida, Department of Management Services. This program for Leon County is the 800 MHZ radio system.

Revenue Sources	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Radio Communications Program	351600	182,874	161,785	-	-	-	-	-	-
Transfer From Fund 001	381001	1,237,633	1,485,035	-	-	-	-	-	-
Total Revenues		1,420,507	1,646,820	-	-	-	-	-	-
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Indirect Costs - Radio Communications	499-519	4,000	5,000	-	-	-	-	-	-
Total Appropriations		4,000	5,000	-	-	-	-	-	-
Revenues Less Appropriations		1,416,507	1,641,820	-	-	-	-	-	-

Note:

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

Leon County Fiscal Year 2021 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
MSTU Ad Valorem	311130	7,994,652	8,372,157	9,395,416	8,925,645	9,438,870	9,910,813	10,356,800	10,822,856
Delinquent Taxes 2004	311204	-	-	-	-	-	-	-	-
Delinquent Taxes 2007	311207	-	-	-	-	-	-	-	-
Delinquent Taxes 2008	311208	8	-	-	-	-	-	-	-
Delinquent Taxes 2009	311209	-	-	-	-	-	-	-	-
Delinquent Taxes - 2010	311210	3	-	-	-	-	-	-	-
Delinquent Taxes 2011	311211	526	-	-	-	-	-	-	-
Delinquent Taxes 2012	311212	478	-	-	-	-	-	-	-
Delinquent Taxes 2013	311213	463	-	-	-	-	-	-	-
Delinquent Taxes - 2014	311214	717	-	-	-	-	-	-	-
Delinquent Taxes-2015	311215	(759)	-	-	-	-	-	-	-
Delinquent Taxes-2016	311216	521	-	-	-	-	-	-	-
Delinquent Taxes-2017	311217	4,854	-	-	-	-	-	-	-
Building Permits	322000	(224)	-	-	-	-	-	-	-
Ambulance Fees	342600	11,295,452	10,493,130	11,292,518	10,727,892	10,942,450	11,161,298	11,384,525	11,612,215
Medicaid - Ambulance Fees	342601	217,032	200,000	210,526	200,000	200,000	200,000	200,000	200,000
Special Events	342604	327,311	252,130	261,885	248,791	256,229	263,916	271,781	279,989
Patient Transports	342605	21,377	21,850	697,700	662,815	662,815	662,815	662,815	662,815
Medicaid - Fee for Service	342607	-	-	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Pool Interest Allocation	361111	143,666	153,900	97,800	92,910	93,839	94,778	95,726	96,683
Net Incr(decr) In Fmv Of Investment	361300	91,906	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	17,100	-	-	-	-	-	-	-
Contributions And Donations	366000	3,449	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	7,875	-	-	-	-	-	-	-
Transfer From Fund 001	381001	-	-	792,616	792,616	2,000,000	2,000,000	2,000,000	2,000,000
Transfer From Fund 140	381140	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Appropriated Fund Balance	399900	-	1,315,221	-	-	-	-	-	-
Total Revenues		20,326,407	21,008,388	24,448,461	23,350,669	25,294,203	25,993,620	26,671,647	27,374,558
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Emergency Medical Services Vehicle & Equipment Replacement	026014-526	687,390	1,302,000	1,230,000	1,230,000	1,275,000	1,500,000	1,580,000	1,580,000
New Emergency Medical Services Vehicle & Equipment	026021-526	196,224	-	-	-	-	300,000	-	300,000
Emergency Medical Services Technology	076058-526	33,075	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Emergency Medical Services	185-526	17,880,477	18,049,763	20,440,177	20,336,869	20,690,231	21,709,903	21,276,255	22,265,633
MIS Automation - EMS Fund	470-526	14,053	-	17,375	17,375	17,375	17,375	17,375	17,375
EMS - Risk	495-526	63,230	63,230	67,722	67,722	68,313	68,910	69,513	70,122
Indirect Costs - EMS	499-526	1,281,000	1,406,000	1,408,000	1,408,000	1,450,000	1,494,000	1,539,000	1,585,000
Tax Collector	513-586	156,149	162,395	162,395	162,395	162,395	162,395	162,395	162,395
Budgeted Reserves - EMS Fund	990-599	-	-	-	103,308	1,605,889	716,037	2,002,109	1,369,033
Total Appropriations		20,311,598	21,008,388	23,350,669	23,350,669	25,294,203	25,993,620	26,671,647	27,374,558
Revenues Less Appropriations		14,809	-	1,097,792	-	-	-	-	-

Leon County Fiscal Year 2021 Tentative Budget**Notes:**

A 6.78% increase in property valuations generated increased ad valorem revenue for this fund. During the FY 2020 budget process, the Board adopted a multi-year fiscal plan that allocates \$4.1 million in FY 2021 debt services savings to avoid future tax and fee increases. The plan allowed for the avoidance of raising fees related to Emergency Medical Services. However, due to the revenue loss related to the COVID-19 pandemic, the FY 2021 plan has been adjusted. For FY 2021, the plan called for the reallocation of debt service to the EMS fund at \$2.0 million. The EMS expenses and revenues did not require the entire \$2.0 million in general revenue to support this program. Instead, additional Medicaid funding in the amount of \$1.5 million has been provided to EMS through the Agency for Health Care Administration. To balance the fund, \$792,616 in general revenue was transferred to the EMS Fund.

Additionally, for FY 2021, funding is included for one and a half crews for Emergency Medical Services (EMS) to meet the demand of increased call volumes. The full crew expenses will be offset by paid by hospital transport fees from Capital Regional Medical Center to address off-site emergency room hospital transports.

For the out years, FY 2023 and FY 2025, funding is allocated for an additional crew, ambulances, vehicles and equipment as needed to meet service demands.

Leon County Fiscal Year 2021 Tentative Budget

Municipal Services (140)

Fund Type: Special Revenue

The Municipal Services Fund is a special revenue fund established in support of various municipal services provided in the unincorporated area of Leon County. These services include: parks and recreation, and animal control. The major revenue sources for the Municipal Services Fund are transfers from the Non-Restricted Revenue Fund (i.e. State revenue sharing, the local cent sales tax, etc.) and the Public Services Tax.

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Public Service Tax - Electric	314100	7,177,164	7,407,150	7,551,211	7,173,650	7,388,859	7,610,524	7,838,840	8,074,004
Public Service Tax - Water	314300	1,042,357	1,075,439	1,166,277	1,107,963	1,141,202	1,175,438	1,210,701	1,247,022
Public Service Tax - Gas	314400	556,089	699,740	619,700	588,715	600,725	624,754	649,744	675,734
Public Service Tax - Fuel Oil	314700	2,949	3,610	2,851	2,708	2,708	2,708	2,708	2,708
Public Service Tax - 2% Discount	314999	(30,779)	(28,500)	(30,000)	(28,500)	(28,500)	(28,500)	(28,500)	(28,500)
DOT-Reimbursement Route 27	343913	4,267	5,741	5,741	5,741	5,741	5,827	5,827	5,827
Parks And Recreation	347200	4,544	7,030	5,000	4,750	4,798	4,846	4,894	4,944
Coe's Landing Park	347201	85,414	89,965	60,000	57,000	59,280	61,655	64,125	66,690
Animal Control Education	351310	90	-	-	-	-	-	-	-
Pool Interest Allocation	361111	11,177	10,735	10,526	10,000	10,200	10,404	10,612	10,824
Contributions And Donations	366000	1,917	5,000	-	-	-	-	-	-
Transfer From Fund 352	381352	-	375,000	500,000	500,000	500,000	500,000	500,000	500,000
Total Revenues		8,855,188	9,650,910	9,891,305	9,422,027	9,685,013	9,967,656	10,258,951	10,559,253
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Animal Control	201-562	1,671,752	1,600,104	1,819,338	1,815,890	1,869,734	1,882,733	1,929,328	1,977,644
Parks and Recreation Services	436-572	2,924,052	3,123,613	3,250,583	3,232,597	3,373,467	3,421,311	3,470,609	3,521,409
MIS Automation - Animal Control	470-562	3,723	-	3,745	3,745	3,745	3,745	3,745	3,745
MIS Automation - Parks and Recreation	470-572	2,365	-	18,285	18,285	18,285	18,285	18,285	18,285
Municipal Services - Risk Undefined	495-572	34,477	34,377	35,445	35,445	35,616	35,788	35,962	36,138
Undefined	499-524	-	-	-	-	-	-	-	-
Indirect Costs - Municipal Services (Animal Control)	499-562	112,198	183,000	183,000	183,000	188,000	194,000	200,000	206,000
Indirect Costs - Municipal Services (Parks & Recreation)	499-572	510,000	637,000	636,000	636,000	655,000	675,000	695,000	716,000
Payment to City- Parks & Recreation	838-572	1,384,178	1,443,005	1,504,334	1,504,334	1,568,268	1,634,919	1,704,403	1,776,840
Transfers	950-581	2,596,501	2,601,789	1,942,364	1,942,364	1,920,942	2,024,820	2,097,261	2,170,369
Budgeted Reserves - Municipal Service	990-599	-	28,022	28,933	50,367	51,956	77,055	104,358	132,823
Total Appropriations		9,239,246	9,650,910	9,422,027	9,422,027	9,685,013	9,967,656	10,258,951	10,559,253
Revenues Less Appropriations		(384,058)	-	469,278	-	-	-	-	-

Notes:

For FY 2021, Public Services Tax revenues are projected to decrease by \$348,000 related to the COVID-19 pandemic. The PST is estimated to be less affected by the shut-down than other sources of revenue, since more residents are at home using utilities.

In addition, FY 2021 reflects an increase in the transfer from the 2020 Sales Tax Extension Fund (352) made to supplement parks maintenance funding for park facilities. Since the FY 2020 Sale Tax collection started in January FY 2020, FY 2021 now reflects a full year of collection versus three-quarters in the previous year.

The impacts of the Covid-19 economy have caused a reduction in the amount of general revenue that can be used to support the FY 2021 capital budget. The FY 2021 budget includes a reduction in the capital transfer of \$2.321 million. The \$2.321 million reduction lowers the transfer from last year's \$7.4 million to \$5.1 million in FY 2021. For the Municipal Fund (140), the transfer to the Capital Improvement Fund (305) is reduced from \$2.28 million in FY 2020 to \$1.62 million in FY 2021.

Leon County Fiscal Year 2021 Tentative Budget

Fire Rescue Services (145)

Fund Type: Special Revenue

The Fire Services Fund is a special revenue fund established in FY 2010 as a method to fund enhanced fire protection services in the unincorporated area of Leon County. This included adding another fire fighter at unincorporated area fire stations. The funding is derived from a fire service fee levied on single family, commercial and governmental properties in the unincorporated area of the County. Homes are charged a flat rate, and commercial and governmental properties pay per square foot. Square footage associated with the worship area of a church is excluded from the fee. In addition, the County provides support to the Volunteer Fire Departments.

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Fire Service Fee	325201	495,772	5,559,311	5,970,145	5,671,638	5,728,354	5,785,638	5,843,494	5,901,929
Fire Service Fee	325202	2,357,504	2,416,862	2,969,518	2,821,042	2,863,607	2,906,741	2,950,450	2,994,744
Delinquent Fees	325203	8,537	-	-	-	-	-	-	-
City VFD Payment	337407	-	482,479	482,479	482,479	482,479	482,479	482,479	482,479
Pool Interest Allocation	361111	60,433	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	54,850	-	-	-	-	-	-	-
Transfer From Fund 126	381126	-	-	-	-	1,600,000	1,600,000	1,600,000	1,600,000
Total Revenues		2,977,095	8,458,652	9,422,142	8,975,159	10,674,440	10,774,858	10,876,423	10,979,152
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Volunteer Fire Departments	096002-522	9,637	-	-	-	-	-	-	-
Indirect Costs - Fire Services	499-522	25,000	31,000	33,000	33,000	34,000	35,000	36,000	37,000
Tax Collector	513-586	48,227	50,590	59,106	59,106	60,288	61,197	62,116	63,049
Fire Services Payment	838-522	2,312,273	7,852,738	8,351,804	8,351,804	8,448,389	8,546,378	8,645,498	8,745,762
Volunteer Fire Department	843-522	281,559	482,479	482,479	482,479	482,479	482,479	482,479	482,479
Transfers	950-581	44,630	41,845	48,770	48,770	49,284	49,804	50,330	50,862
Budgeted Reserves - Fire Services	990-599	-	-	-	-	1,600,000	1,600,000	1,600,000	1,600,000
Total Appropriations		2,721,326	8,458,652	8,975,159	8,975,159	10,674,440	10,774,858	10,876,423	10,979,152
Revenues Less Appropriations		255,770	-	446,983	-	-	-	-	-

Notes:

In FY 2010, the Board approved placing this assessment on the tax bill for property owners who did not pay the fee via the established billing system; however, direct billing by the City of Tallahassee is the primary source for the collection of this fee. At the May 12, 2015 meeting, the Board approved implementing the new fire service fee rates as recommended in the new fire study.

The multi-year fiscal plan approved in FY 2020, anticipated using a portion of the debt service savings to pay for increased costs of fire services beginning in FY 2021. However, working with the City, no increase in the fire service fee is being considered for next fiscal year (FY 2021). The increased cost of fire services will be addressed as part of the FY 2022 budget process, which may necessitate considering further budget reductions, increased use of fund balances or an increase in the fire services fee to fund this service. If general revenue returns to pre-COVID-19 pandemic levels, the fiscal plan considers leaving the fee unchanged and supporting this fund with non-county wide general revenue. The out-years reflect this plan, which will be reviewed as part of the FY 2022 budget process.

Leon County Fiscal Year 2021 Tentative Budget

Tourism Development (160)

Fund Type: Special Revenue

The Tourist Development Fund is a special revenue fund established as the repository for the collection of the 5% Local Option Tourist Development Tax on transient lodging sales in Leon County (bed tax). The Tourist Development Council administers the expenditure of these revenues, as limited by law, to tourist development initiatives. Annual reserves for contingencies are supported by available fund balance. This amount will be determined on an annual basis as part of the budget process.

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Tourist Development (4 Cents)	312100	5,271,424	4,673,848	3,694,092	3,509,387	3,614,669	3,867,696	4,254,466	4,679,913
Tourist Development (1 Cent)	312110	1,748,813	1,168,462	923,523	877,347	903,668	966,925	1,063,618	1,169,980
Pool Interest Allocation	361111	209,699	102,600	89,434	84,962	85,812	86,669	87,536	88,411
Net Incr(decr) In Fmv Of Investment	361300	206,192	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	8,619	-	-	-	-	-	-	-
Rents And Royalties	362000	120	-	-	-	-	-	-	-
Gain (loss) On Sale Land	364300	2,137,500	-	-	-	-	-	-	-
Merchandise Sales	365000	10,230	3,634	6,032	5,730	5,902	6,079	6,261	6,450
Special Event Grant	366500	-	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Reimbursements									
Other Contributions	366930	1,340	2,400	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	11,965	72,500	32,085	30,481	31,396	32,337	33,307	34,306
Appropriated Fund Balance	399900	-	414,525	-	-	-	-	-	-
Total Revenues		9,605,903	6,450,469	4,757,665	4,520,407	4,653,947	4,972,206	5,457,688	5,991,560

Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Tourism Development Building Administration	086065-552	63,981	-	-	-	-	-	-	-
Advertising	301-552	496,217	608,237	580,114	520,730	590,453	601,099	611,996	623,020
Marketing	302-552	1,541,164	1,616,473	661,768	840,710	618,448	862,020	1,228,855	1,508,160
Special Projects	303-552	1,530,106	2,008,111	1,496,238	1,541,680	1,622,384	1,645,260	1,709,031	1,908,756
1 Cent Expenses	304-552	530,055	765,000	615,000	450,000	615,000	615,000	615,000	615,000
MIS Automation - Tourism Development	305-552	189,000	-	-	-	-	-	-	-
Tourism Development - Risk	470-552	11,250	7,822	8,455	8,455	8,455	8,455	8,455	8,455
Indirect Costs - Tourism Development	495-552	7,538	5,364	5,485	5,485	5,540	5,595	5,651	5,708
Council on Culture & Arts (COCA)	499-552	235,000	221,000	276,000	276,000	290,000	304,000	320,000	335,000
Transfers	888-573	2,042,858	1,168,462	877,347	877,347	903,667	930,777	958,700	987,461
Budgeted Reserves - Tourism Development	950-581	416,270	-	-	-	-	-	-	-
	990-599	-	50,000	-	-	-	-	-	-
Total Appropriations		7,063,438	6,450,469	4,520,407	4,520,407	4,653,947	4,972,206	5,457,688	5,991,560
Revenues Less Appropriations		2,542,465	-	237,258	-	-	-	-	-

Notes:

The Tourism industry has been hit the hardest as a result of the onset of COVID-19. In FY 2020 Tourism Development Tax (TDT) declined significantly with an estimated \$2.1 million-dollar reduction. The FY 2021 total Tourism budget reflects \$4.4 million of TDT, 20% of which is dedicated to the Council on Cultural and Arts by County Ordinance. The Division of Tourism budget for FY 2021 is established at \$3.5 million, a 25% reduction from the adopted FY 2020 budget. Without reducing full-time positions, the preliminary budget realizes cost savings through a reduction in marketing activities, Amphitheater Concert Series funding, event grants, staff travel, and contractual services which support the operation of the Division of Tourism

Leon County Fiscal Year 2021 Tentative Budget

County Accepted Roadways and Drainage Systems Program (162)

Fund Type: Special Revenue

The County Accepted Roadways and Drainage Systems Program (CARDS) Fund is a special revenue fund established to account for the repayment of special assessments associated with the County's CARDS program (formerly the 2/3 2/3's paving program). The revenue received into this fund is collected as a non ad valorem special assessment on the annual tax bill. These revenues are repaying the County for loans utilized to construct special assessment paving projects. The revenues are annually transferred to the General Fund (001).

Revenue Sources	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Pool Interest Allocation	361111	202	2,090	2,600	2,470	2,495	2,519	2,545	2,571
Other Interest Earnings	361390	20,644	18,145	15,579	14,800	11,800	9,100	6,200	3,600
Special Assessments	363000	31,474	108,205	101,579	96,500	88,600	91,400	86,900	89,400
Total Revenues		52,320	128,440	119,758	113,770	102,895	103,019	95,645	95,571
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Tax Collector	513-586	2,299	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Transfers	950-581	121,040	122,940	108,270	108,270	97,395	97,519	90,145	90,071
Total Appropriations		123,339	128,440	113,770	113,770	102,895	103,019	95,645	95,571
Revenues Less Appropriations		(71,019)	-	5,988	-	-	-	-	-

Notes:

This fund continues to see a decline in revenue as previous special assessments are paid in full and the lack of new assessments being levied in recent years due to a decline in projects.

Leon County Fiscal Year 2021 Tentative Budget

Special Assessment - Killearn Lakes Units I and II Sewer (164)

Fund Type: Special Revenue

This Special Assessment Fund was established to account for revenues and expenditures associated with of the special assessment levied on property owners in Killearn Lakes Units I and II to pay for the costs associated with maintaining the new City of Tallahassee sewer service distribution system completed in October 2006. The assessment is collected and remitted to the City of Tallahassee in accordance with an interlocal agreement with the City of Tallahassee. The charge levied to each parcel within Units I and II is \$179.43.

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Pool Interest Allocation	361111	4,749	-	-	-	-	-	-	-
Special Assessment - Killearn Lakes Sewer	363230	228,417	237,500	250,000	237,500	237,500	237,500	237,500	237,500
Total Revenues		233,166	237,500	250,000	237,500	237,500	237,500	237,500	237,500
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Tax Collector	513-586	4,563	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Sewer Services Killearn Lakes Units I and II	838-535	223,854	232,500	232,500	232,500	232,500	232,500	232,500	232,500
Total Appropriations		228,417	237,500	237,500	237,500	237,500	237,500	237,500	237,500
Revenues Less Appropriations		4,749	-	12,500	-	-	-	-	-

Leon County Fiscal Year 2021 Tentative Budget

County Government Annex (165)

Fund Type: Special Revenue

On June 26, 2003, the Board of County Commissioners purchased the County Government Annex on Calhoun Street. The operating fund will be used to facilitate and account for the ongoing operations of this building. Revenues associated with this fund are primarily generated by leases associated with the tenants of the building. Expenses associated with this fund are comprised of necessities required in the upkeep, maintenance, and management of the facility. A portion of the revenue from this fund is transferred to the associated debt service fund to pay the existing debt service for the bonds issued to purchase the building, which will be paid in full by FY 2020.

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Parking Facilities	344500	126,789	180,284	145,736	138,449	83,804	75,620	75,673	75,727
Pool Interest Allocation	361111	29,012	21,185	16,200	15,390	15,544	15,700	15,856	16,015
Net Incr(decr) In Fmv Of Investment	361300	31,328	-	-	-	-	-	-	-
Rents And Royalties	362000	1,843,029	1,697,961	1,403,466	1,333,293	935,945	880,040	901,264	919,454
Appropriated Fund Balance	399900	-	150,000	-	-	103,652	182,291	176,945	174,791
Total Revenues		2,030,158	2,049,430	1,565,402	1,487,132	1,138,945	1,153,651	1,169,738	1,185,987
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
County Government Annex	086025-519	244,226	250,000	550,000	550,000	250,000	250,000	250,000	250,000
County Government Annex	154-519	372,029	495,142	558,720	557,930	535,631	544,558	553,750	562,987
County Government Annex - Risk	495-519	39,594	39,594	39,608	39,608	39,613	39,618	39,623	39,628
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	1,032,747	1,240,694	283,040	283,040	288,701	294,475	300,365	306,372
Budgeted Reserves - BOA Building (Operating)	990-599	-	-	31,764	32,554	-	-	-	-
Total Appropriations		1,712,596	2,049,430	1,487,132	1,487,132	1,138,945	1,153,651	1,169,738	1,185,987
Revenues Less Appropriations		317,562	-	78,270	-	-	-	-	-

Notes:

Funding is allocated for renovations, mechanical and electrical upgrades and safety improvements at the Leon County Courthouse Annex. Improvements include design for air handling unit (AHU) replacement on the 6th floor, refresh/update landscaping of property, and general building maintenance and repairs. Specific project details are located in the Capital Improvements Project Section.

The decline in lease revenue is due to the programmed expiration of leases, which may or may not be extended or renegotiated. Revenue is only contemplated when a lease is active. In addition, due to the Division of Tourism temporary relocation to the fifth floor, marketing opportunities have been reduced.

For FY 2021, the reduction in transfers is related to retirement of the Debt Service Bond Series 2012A and 2012B Fund (211) to purchase the Leon County Government Annex building. FY 2021 and out year transfers reflect utility payments to the General Fund (001).

Leon County Fiscal Year 2021 Tentative Budget

Huntington Oaks Plaza (166)

Fund Type: Special Revenue

This fund was established to maintain accounting for the maintenance of the Huntington Oaks Plaza purchased by the County in FY10 for the expansion of the Lake Jackson store front library and the construction of a community center. Revenue from this fund is derived from lease payments from space rentals for use in maintaining the property.

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Parking Facilities	344500	1,750	-	-	-	-	-	-	-
Pool Interest Allocation	361111	6,262	-	-	-	-	-	-	-
Rents And Royalties	362000	153,461	106,991	305,200	289,940	286,140	297,018	304,713	264,813
Total Revenues		161,473	106,991	305,200	289,940	286,140	297,018	304,713	264,813
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Huntington Oaks Plaza Operating	155-519	70,905	86,535	105,695	105,695	105,852	106,014	106,181	106,353
Huntington Oaks - Risk	495-519	12,456	12,456	12,456	12,456	12,456	12,456	12,456	12,456
Indirect Costs - Huntington Oaks Plaza	499-519	6,000	8,000	10,000	10,000	10,000	11,000	11,000	11,000
Transfers	950-581	-	-	123,460	123,460	125,929	128,448	131,017	133,637
Budgeted Reserves - Huntington Oaks	990-599	-	-	38,329	38,329	31,903	39,100	44,059	1,367
Total Appropriations		89,361	106,991	289,940	289,940	286,140	297,018	304,713	264,813
Revenues Less Appropriations		72,111	-	15,260	-	-	-	-	-

Notes:

Due to the successful execution of a number of new leases, FY 2021 reflects a significant increase in anticipated rents and royalties from FY 2020. Further out-year declines are based on the expiration of current leasing agreements. It is anticipated that continued marketing efforts by the County will increase occupancy of available lease space.

Leon County Fiscal Year 2021 Tentative Budget

Bond Series 2012A & 2012B (211)

Fund Type: Debt Service

The Bond Series 2012A & 2012B Fund is a debt service fund established to account for the debt service associated with the Capital Improvement Revenue Bonds Series 2012A (Tax Exempt) and 2012B (Taxable). These bonds were issued to fund the acquisition of the Bank of America building and for major repairs and renovations to the existing County Courthouse facility. (This fund was changed from Bond Series 2003A & 2003B due to refinancing of the Bond with a bank loan in 2012).

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Transfer From Fund 126	381126	6,298,596	6,119,519	-	-	-	-	-	-
Transfer From Fund 165	381165	777,052	957,354	-	-	-	-	-	-
Total Revenues		7,075,648	7,076,873	-	-	-	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Bond Series 2012A (Tax Exempt)	975-582	1,441,406	7,076,873	-	-	-	-	-	-
Bond Series 2012B (Taxable)	976-582	5,635,177	-	-	-	-	-	-	-
Total Appropriations		7,076,583	7,076,873	-	-	-	-	-	-
Revenues Less Appropriations		(935)	-	-	-	-	-	-	-

Notes:

This bank loan will be fully paid by year-end FY 2020 and this fund will be closed in FY 2021.

Leon County Fiscal Year 2021 Tentative Budget

2017 Capital Improvement Revenue Refinancing (222)

Fund Type: Debt Service

The Debt Series 2014 Fund is a debt service fund established to account for the debt service associated with the refinancing of the non taxable portion of the Capital Improvement Revenue Refunding Bond Series 2005 with a bank loan. The original bond was issued to fully refund the Parks and Recreation Bond Series 1998A, a portion of the Stormwater Bond Series 1997 and a portion of the Capital Improvement Revenue Bond Series 1999. The remaining taxable portion of this bond is accounted for in Fund 220.

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Transfer From Fund 126	381126	453,071	492,662	3,268,180	3,268,180	3,270,062	3,271,593	3,269,753	3,270,583
Total Revenues		453,071	492,662	3,268,180	3,268,180	3,270,062	3,271,593	3,269,753	3,270,583
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
2014 Debt Series	979-582	494,101	492,662	3,268,180	3,268,180	3,270,062	3,271,593	3,269,753	3,270,583
Total Appropriations		494,101	492,662	3,268,180	3,268,180	3,270,062	3,271,593	3,269,753	3,270,583
Revenues Less Appropriations		(41,030)	-	-	-	-	-	-	-

Notes:

At the April 26, 2017 workshop, the Board approved the refinancing of a FY 2014 bank loan which saved \$489,075 over the life of the loan. The increased payment in FY 2021 reflects the planned increased principle payments on the loan as part of level debt service and the retirement of debt as reflected in fund 211..

Leon County Fiscal Year 2021 Tentative Budget

Bond Series 2020-Capital Equipment Financing (223)

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.

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
COT Capital Reimbursement	337304	-	-	130,000	130,000	130,000	130,000	130,000	130,000
Transfer From Fund 126	381126	-	-	131,757	131,757	127,731	127,689	127,645	127,601
Total Revenues		-	-	261,757	261,757	257,731	257,689	257,645	257,601

Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Bond Series 2020	979-582	-	-	261,757	261,757	257,731	257,689	257,645	257,601
Total Appropriations		-	-	261,757	261,757	257,731	257,689	257,645	257,601

Revenues Less Appropriations	-	-	-	-	-	-	-	-	-
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Notes:

The Bond Series 2020-Capital Equipment Financing Fund(223) was established during the FY 2020 Budget to account for the debt service payments for the Sheriff's office helicopter over the next six years, which is split funded 50/50 with the City of Tallahassee.

Leon County Fiscal Year 2021 Tentative Budget

Capital Improvements (305)

Fund Type: Capital Projects

The Capital Improvements Fund is a capital project fund established in support of the County's Capital Improvement Program. A major revenue source of the Capital Improvement Fund is a transfer from general revenue dollars. The fund is used to account for resources and expenditures associated with the acquisition or construction of major non-transportation related capital facilities and/or projects other than those financed by Proprietary Funds.

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Pool Interest Allocation	361111	502,746	522,310	298,000	283,100	285,931	288,791	291,679	294,595
Net Incr(decr) In Fmv Of Investment	361300	657,797	-	-	-	-	-	-	-
Transfer From Fund 001	381001	3,829,624	5,107,194	3,499,171	3,499,171	5,696,403	8,867,537	8,773,939	9,005,532
Transfer From Fund 110	381110	49,200	-	-	-	-	-	-	-
Transfer From Fund 120	381120	-	350,000	471,000	471,000	381,000	381,000	381,000	381,000
Transfer From Fund 140	381140	2,293,376	2,285,764	1,622,669	1,622,669	1,601,247	1,705,125	1,777,566	1,850,674
Transfer From Fund 160	381160	404,000	-	-	-	-	-	-	-
Transfer From Fund 352	381352	-	1,593,750	2,125,000	2,125,000	2,125,000	-	-	-
Appropriated Fund Balance	399900	-	-	2,008,235	2,008,235	-	-	-	-
Total Revenues		7,736,743	9,859,018	10,024,075	10,009,175	10,089,581	11,242,453	11,224,184	11,531,801
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
General Vehicle & Equipment Replacement	026003-519	28,587	246,000	300,000	300,000	408,000	558,000	525,000	525,000
Stormwater Vehicle & Equipment Replacement	026004-538	186,218	267,000	208,000	208,000	250,000	300,000	300,000	300,000
Fleet Management Shop Equipment	026010-519	12,830	-	-	-	201,447	-	30,000	-
General Government New Vehicle Requests	026018-519	-	52,000	16,160	16,160	-	-	-	-
New Stormwater Vehicle & Equipment	026020-538	62,135	-	-	-	-	-	-	-
Helicopter for Sheriff's Office	026023-521	-	130,000	-	-	-	-	-	-
J. Lee Vause Park	043001-572	23,025	130,000	-	-	-	-	-	-
Okeeheepkee Prairie Park	043008-572	13,833	-	-	-	-	-	-	-
Northeast Community Park	044001-572	95,975	-	-	-	-	-	-	-
Apalachee Regional Park	045001-572	220,799	193,405	287,550	287,550	250,000	100,000	500,000	500,000
Parks Capital Maintenance	046001-572	766,627	350,000	450,000	450,000	350,000	350,000	350,000	350,000
Playground Equipment Replacement	046006-572	41,556	175,000	-	-	150,000	-	150,000	-
New Vehicles and Equipment for Parks/Greenways	046007-572	131,493	-	5,500	5,500	274,750	-	-	-
Greenways Capital Maintenance	046009-572	198,787	150,000	250,000	250,000	250,000	250,000	250,000	250,000
Dog Parks - Unincorporated Area	046013-572	1,273	30,000	-	-	35,000	-	-	-
Chaires Park	046014-572	-	800,000	-	-	-	-	-	-
Boat Landing Improvements and Renovations	047002-572	51,633	-	-	-	-	-	-	-
N. Florida Fairgrounds Milling and Resurfacing	051009-541	-	-	-	-	-	220,000	-	-
Stormwater and Transportation Improvements	056010-541	21,031	-	-	-	-	-	-	-
Street Lights Placement in Unincorporated Areas	057013-541	95,265	-	-	-	-	-	-	-
2/3rds Tower Oaks Private Road Paving	057917-541	47,870	-	-	-	-	-	-	-
Lake Henrietta Renovation	061001-538	-	-	-	-	240,000	1,000,000	-	-
Woodside Heights FDEP Grant	061003-535	1,029,980	-	-	-	-	-	-	-
Woodville Sewer Project	062003-535	1,470	-	-	-	-	-	-	-
Belair-Annwood Septic to Sewer	062007-535	161,021	-	-	-	-	-	-	-
Faulk Drive Pond Sediment Removal	063010-538	206,041	-	-	-	-	-	-	-
Stormwater Structure Inventory and Mapping	066003-538	12,224	-	-	-	-	-	-	-

Leon County Fiscal Year 2021 Tentative Budget

Capital Improvements (305)

Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
TMDL Compliance Activities	066004-538	98,817	-	-	-	-	-	-	-
Stormwater Pond Repairs	066026-538	113,034	100,000	50,000	50,000	100,000	100,000	100,000	100,000
Stormwater Infrastructure Preventative Maintenance	067006-538	114,914	-	-	-	-	-	-	-
Financial Hardware and Software	076001-519	95,246	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Supervisor of Elections Technology	076005-519	32,736	86,150	95,350	95,350	50,000	50,000	50,000	50,000
County Compute Infrastructure	076008-519	478,211	550,000	550,000	550,000	600,000	650,000	650,000	650,000
Geographic Information Systems	076009-539	257,683	188,280	306,000	306,000	306,000	306,000	306,000	306,000
Library Services Technology	076011-571	20,839	50,000	150,000	150,000	275,000	408,000	225,000	225,000
Permit & Enforcement Tracking System	076015-537	267,288	450,000	509,000	509,000	250,000	250,000	250,000	250,000
Courtroom Technology	076023-519	151,153	-	133,820	133,820	133,820	133,820	133,820	133,820
User Computer Upgrades	076024-519	285,157	300,000	150,000	150,000	350,000	475,000	475,000	475,000
Mobile Devices	076042-519	27,505	25,000	80,000	80,000	90,450	90,914	91,391	91,883
State Attorney Technology	076047-519	79,959	110,900	149,615	149,615	149,615	149,615	149,615	149,615
Public Defender Technology	076051-519	37,914	50,000	110,500	110,500	110,500	110,500	110,500	110,500
Geographic Information Systems Incremental Basemap Update	076060-539	298,500	298,500	298,500	298,500	298,500	298,500	298,500	298,500
Records Management	076061-519	133,149	-	-	-	-	-	-	-
E-Filing System for Court Documents	076063-519	(3,454)	-	125,000	125,000	125,000	125,000	125,000	125,000
Justice Information System (JIS) Upgrade	076065-519	-	-	-	-	-	250,000	1,000,000	1,000,000
Huntington Oaks Plaza Renovations	083002-519	9,000	-	-	-	-	-	-	-
Courtroom Minor Renovations	086007-519	34,095	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Architectural & Engineering Services	086011-519	35,454	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Courthouse Security	086016-519	34,870	35,000	35,000	35,000	40,000	20,000	35,000	35,000
Common Area Furnishings	086017-519	24,541	30,000	30,000	30,000	30,000	30,000	30,000	30,000
County Government Annex	086025-519	-	-	-	-	-	-	10,000	75,000
Courthouse Renovations	086027-519	457,030	373,579	40,000	40,000	40,000	40,000	40,000	40,000
Jail Complex Maintenance	086031-523	1,927,654	1,713,500	2,860,000	2,860,000	1,667,900	1,720,000	1,350,000	1,414,500
Medical Examiner Facility	086067-527	1,511,274	-	-	-	-	-	-	-
Fleet Management Shop Improvements	086071-519	43	-	-	-	-	-	-	-
Building Roofing Repairs and Replacements	086076-519	245,189	889,827	650,000	650,000	915,000	595,000	395,000	370,000
Building Mechanical Repairs and Replacements	086077-519	1,191,781	935,334	416,000	416,000	713,000	723,000	711,000	951,000
Building Infrastructure Improvements	086078-519	690,120	544,425	410,180	410,180	650,000	993,060	685,000	1,212,800
Building General Maintenance and Renovations	086079-519	259,213	410,118	273,000	273,000	330,000	345,000	300,000	360,000
Sheriff Training Facility	086080-523	33,455	-	-	-	-	-	-	-
Solar Arrays on County Buildings	086081-519	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000
ESCO Projects	086082-519	-	-	650,000	650,000	-	-	-	-
Serenity Cemetery Expansion	091002-519	-	-	-	-	-	170,000	170,000	-
Public Safety Complex	096016-529	132,575	-	175,000	175,000	150,000	150,000	150,000	150,000
Voting Equipment Replacement	096028-513	41,732	-	50,000	50,000	-	-	-	-
Capital Improvements	990-599	-	-	-	-	110,599	86,044	1,083,358	808,183
Total Appropriations		12,526,351	9,859,018	10,009,175	10,009,175	10,089,581	11,242,453	11,224,184	11,531,801
Revenues Less Appropriations		(4,789,608)	-	14,900	-	-	-	-	-

Leon County Fiscal Year 2021 Tentative Budget

Notes:

The FY 2021 – FY 2025 Capital Improvement Plan is primarily focused on maintaining the County's infrastructure of buildings, roads, stormwater system, parks and fleet. During the recession, the recurring general revenue transfer to the capital program was reduced to \$0. However, through the annual budget processes, the transfer was gradually increased to \$7.4 million by FY 2020. For 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) by \$2.32 million. To manage the loss of this resource, capital projects were eliminated or reduced in FY 2020 to create the \$2.0 million reserve to appropriate in FY 2021. Out-years reflect the transfer of recurring general revenue to fund capital projects increasing to \$10.8 million by FY 2025.

For FY 2021, funding is allocated for building maintenance and repairs, including \$2.86 million for the Detention Center, \$287,550 for Apalachee Regional Park, new and replacement vehicles and information technology infrastructure projects. Also for FY 2021, \$650,000 is allocated as a capital contribution to support the approved energy savings contract (ESCO) for \$17 million, which will pay for the replacement of outdated and energy inefficient capital equipment.

The FY 2021 – FY 2025 Capital Improvement Plan includes the refunding of \$6.5 million in advanced payments of water quality sewer projects from the 2020 Sales Tax Extension that was allocated as match for state sewer grants.

Leon County Fiscal Year 2021 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 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Pool Interest Allocation	361111	203,341	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	244,378	-	-	-	-	-	-	-
Transfer From Fund 106	381106	3,344,845	1,758,708	3,396,700	3,396,700	4,285,935	3,201,595	3,727,249	3,285,956
Appropriated Fund Balance	399900	-	2,100,000	350,000	350,000	-	-	-	-
Total Revenues		3,792,564	3,858,708	3,746,700	3,746,700	4,285,935	3,201,595	3,727,249	3,285,956
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Public Works Vehicle & Equipment Replacement	026005-541	1,116,857	429,000	372,000	372,000	500,000	500,000	500,000	500,000
Arterial & Collector Roads Pavement Markings	026015-541	171,435	135,200	135,200	135,200	135,200	135,200	135,200	135,200
New Public Works Vehicles & Equipment	026022-541	85,831	-	-	-	-	-	-	-
Baum Road Drainage Improvement	054011-541	19,030	-	-	-	750,000	-	-	-
Stormwater and Transportation Improvements	056010-541	564,494	1,620,000	674,500	674,500	850,000	500,000	500,000	500,000
Public Works Design and Engineering Services	056011-541	25,914	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Sidewalk Program	056013-541	1,126,387	547,408	-	-	1,625,735	1,666,395	1,708,055	1,750,756
Intersection & Safety Improvements	057001-541	-	345,850	-	-	-	-	-	-
Miccosukee Road Bridge Replacement	057918-541	-	-	-	-	25,000	-	483,994	-
Maylor Road Stormwater Improvements	065005-538	-	481,250	2,120,000	2,120,000	-	-	-	-
Stormwater Infrastructure Preventative Maintenance	067006-538	-	200,000	345,000	345,000	300,000	300,000	300,000	300,000
Total Appropriations		3,109,948	3,858,708	3,746,700	3,746,700	4,285,935	3,201,595	3,727,249	3,285,956
Revenues Less Appropriations		682,616	-	-	-	-	-	-	-

Notes:

Approved at the FY 2019 budget process, the gas tax funding that was traditionally split 50/50 for sidewalk projects and general transportation maintenance was to be reallocated for two years to fix chronic flooding problems on county roads in FY 2020 and FY 2021. However, due to the COVID-19 pandemic and subsequent budget balancing strategies for FY 2021, sidewalk funding was suspended, and transportation and stormwater funding was reduced. While allocated sidewalk funding has been stopped in this fund for FY 2021, the sidewalk program still has \$1.25 million allocated in the Sales Tax Extension Fund (352) for FY 2021.

FY 2021 also reflects an increase in transfers to the Transportation Capital Fund generated from FY 2020 project reduction savings including the Stormwater Infrastructure Preventative Maintenance in FY 2020, and the Sidewalk Program and Baum Road Drainage Improvements in both FY 2020 and FY 2021. This was done as part of the budget balancing strategies for FY 2021 to support critical capital projects including Maylor Road Stormwater Improvements.

Leon County Fiscal Year 2021 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Pool Interest Allocation	361111	97,597	-	63,158	60,000	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	114,558	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	300,000	-	-	-	-	-	-
Total Revenues		212,155	300,000	63,158	60,000	-	-	-	-
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Intersection & Safety Improvements	057001-541	88,279	-	-	-	-	-	-	-
Jail Complex Maintenance	086031-523	-	300,000	60,000	60,000	-	-	-	-
Total Appropriations		88,279	300,000	60,000	60,000	-	-	-	-
Revenues Less Appropriations		123,876	-	3,158	-	-	-	-	-

Notes:

The available interest of \$60,000 remaining in this fund will be used to support capital improvement projects at the Detention Center. The fund is currently earning interest due to the accumulated intersection and safety improvement project balance to support the reconstruction of the intersection of Blairstone Road and Old St. Augustine. The project is proceeding with design and right of way acquisition.

Leon County Fiscal Year 2021 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 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
1 Cent Sales Tax	312600	4,660,728	1,134,300	-	-	-	-	-	-
BP2000 JPA Revenue	343916	2,222,462	-	465,518	465,518	-	-	-	-
Pool Interest Allocation	361111	65,553	72,295	16,900	16,055	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	79,621	-	-	-	-	-	-	-
Total Revenues		7,028,364	1,206,595	482,418	481,573	-	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Open Graded Cold Mix Stabilization	026006-541	815,873	-	-	-	-	-	-	-
Fred George Park	043007-572	3,500	-	-	-	-	-	-	-
Apalachee Regional Park	045001-572	-	1,206,595	-	-	-	-	-	-
Arterial/Collector Resurfacing	056001-541	2,312,260	-	-	-	-	-	-	-
Community Safety & Mobility	056005-541	201,323	-	-	-	-	-	-	-
Woodside Heights FDEP Grant	061003-535	1,737,225	-	-	-	-	-	-	-
Lake Munson Restoration	062001-538	5,600	-	-	-	-	-	-	-
Gum Road Target Planning Area	062005-538	157,358	-	-	-	-	-	-	-
Lexington Pond Retrofit	063005-538	130,561	-	481,573	481,573	-	-	-	-
Killearn Lakes Plantation Stormwater	064006-538	314,080	-	-	-	-	-	-	-
Total Appropriations		5,677,780	1,206,595	481,573	481,573	-	-	-	-
Revenues Less Appropriations		1,350,584	-	845	-	-	-	-	-

Notes:

The current 1 Cent Local Option Sales Tax expired in 2019. In November 4, 2014, Leon County residents approved a ballot initiative to extend the sales tax for another 20 years until 2039. Two new funds, 351 & 352 have been established for the new sales tax revenue beginning in FY 2020 to account for the projects that are programmed for the sales tax extension.

The remaining sales tax extension funds are derived from the remaining County share of the Blueprint water quality funding and will be used for the Lexington Pond/Fords Arm water quality improvement projects in FY 2021.

Leon County Fiscal Year 2021 Tentative Budget

9-1-1 Capital Projects (330)

Fund Type: Capital Projects

The 9-1-1 Capital Projects Fund was established to support of the capital needs of the emergency communications system. Major revenue sources of the Emergency Communications Fund include proceeds transferred from the 9-1-1 Emergency Communications Fund which includes: wireless Enhanced 9-1-1 fee (50 cents/month per service subscriber) pursuant to F.S. 365.172 - 365.173; and the 9-1-1 fee (50 cents/month per service line) pursuant to F.S. 365.171(13). The fund is used to account for resources and expenditures associated with capital projects related to the provision of 9-1-1 emergency services.

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Pool Interest Allocation	361111	85,562	97,375	60,600	57,570	58,146	58,727	59,314	59,907
Net Incr(decr) In Fmv Of Investment	361300	100,564	-	-	-	-	-	-	-
Total Revenues		186,126	97,375	60,600	57,570	58,146	58,727	59,314	59,907
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
911 Capital Projects	990-599	-	97,375	57,570	57,570	58,146	58,727	59,314	59,907
Total Appropriations		-	97,375	57,570	57,570	58,146	58,727	59,314	59,907
Revenues Less Appropriations		186,126	-	3,030	-	-	-	-	-

Notes:

Revenues are collected in the operating fund (Fund 130). Funds not utilized for operating the E 9-1-1 System are transferred to the capital fund for future expenditure on capital upgrades at year end.

Leon County Fiscal Year 2021 Tentative Budget

Sales Tax - Extension 2020 (351)

Fund Type: Capital Projects

In November of 2014, Leon County residents approved a referendum providing a second extension of the 1998 imposed 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. The extension commits 80% of the revenues for Blueprint 2020 infrastructure projects, Blueprint 2020 Economic Development Programs, and Liveable Infrastructure For Everyone (L.I.F.E.) projects. The remaining 20% will be split evenly between the County and the City. The County's 10% share, accounted for in 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 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
1 Cent Sales Tax	312600	-	3,402,900	3,676,229	3,492,418	3,736,888	3,923,732	4,119,918	4,325,914
Total Revenues		-	3,402,900	3,676,229	3,492,418	3,736,888	3,923,732	4,119,918	4,325,914
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Open Graded Cold Mix Main/Resurfacing	026006-541	-	600,000	-	-	-	161,632	159,968	215,605
Arterial/Collect/Local Road Resurfacing	056001-541	-	2,802,900	3,492,418	3,492,418	3,736,888	3,762,100	3,859,950	3,960,309
Intersection and Safety Improvement	057001-541	-	-	-	-	-	-	100,000	150,000
Total Appropriations		-	3,402,900	3,492,418	3,492,418	3,736,888	3,923,732	4,119,918	4,325,914
Revenues Less Appropriations		-	-	183,811	-	-	-	-	-

Notes:

In November 4, 2014, Leon County residents approved a ballot initiative to extend the current 1-Cent Local Option Sales Tax for another 20 years until 2039. This fund has been established for the County's 10% share of the new sales tax revenue.

For FY 2021, due to the reduction in anticipated sales tax collections from the onset of the COVID-19 pandemic, the County's 10% share of Blueprint funding is projected to be \$1.2 million less. The slight increase in revenue for FY 2021 is due to the FY 2020 budgeted amount being reflective of only 3/4 of the fiscal year since collections started in January 2020.

The 10% share supports the County's annual road resurfacing, OCGM maintenance and intersection/safety capital projects. Enough funding exists in the intersection/safety and OCGM accounts to address next year's maintenance requirements. A minor reduction will also be made to the resurfacing account for only one year. If future sales tax revenue does not grow sufficiently next year, then as part of future budget cycles, additional funding may need to be allocated to the resurfacing account.

Leon County Fiscal Year 2021 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 FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
LIFE Revenue	312601	-	680,580	764,053	725,850	747,630	770,060	725,000	791,950
BP2000 JPA Revenue	343916	-	2,906,250	3,875,000	3,875,000	3,875,000	3,875,000	3,875,000	3,875,000
Total Revenues		-	3,586,830	4,639,053	4,600,850	4,622,630	4,645,060	4,600,000	4,666,950
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Sidewalk Program	056013-541	-	937,500	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000
Woodville Sewer Project	062003-535	-	-	-	-	-	2,125,000	2,125,000	2,125,000
L.I.F.E. Rural Road Safety Stabilization	091003-541	-	175,000	100,000	100,000	100,000	100,000	100,000	100,000
L.I.F.E. Miccosukee Sense of Place	091004-519	-	255,580	185,550	200,850	197,630	205,060	-	341,950
L.I.F.E. Street Lighting	091005-541	-	125,000	100,000	100,000	100,000	100,000	100,000	100,000
L.I.F.E. Fire Safety Infrastructure	091006-529	-	-	125,000	-	-	125,000	-	125,000
L.I.F.E. Boat Landing Enhancements & Upgrades	091007-572	-	125,000	125,000	125,000	-	125,000	125,000	125,000
L.I.F.E. Stormwater and Flood Relief	091009-538	-	-	-	-	-	115,000	400,000	-
L.I.F.E. Recreational Amenities	091010-572	-	-	-	200,000	350,000	-	-	-
Transfers	950-581	-	1,968,750	2,625,000	2,625,000	2,625,000	500,000	500,000	500,000
Total Appropriations		-	3,586,830	4,510,550	4,600,850	4,622,630	4,645,060	4,600,000	4,666,950
Revenues Less Appropriations		-	-	128,503	-	-	-	-	-

Notes:

In November 4, 2014, Leon County residents approved a ballot initiative to extend the current 1-Cent Local Option Sales Tax for another 20 years until 2039. This fund has been established to account for the 2% sales tax share dedicated to L.I.F.E. program, and the County's share of the Blueprint JPA revenue.

For FY 2021, due to the reduction in anticipated sales tax collections from the onset of the COVID-19 pandemic, the County's share of L.I.F.E funding is projected to have a reduction of \$208,950 in FY 2021. The slight increase in revenue for FY 2021 is due to the FY 2020 budgeted amount being reflective of only 3/4 of the fiscal year since collections started in January 2020. Over the next five years, L.I.F.E revenues are projected to be \$1.1 million lower than originally projected and the projects were adjusted accordingly as presented at the July 14, 2020 budget workshop. Additionally, the Blueprint JPA revenue is consistent in FY 2021 and the out-years since this is a lump sum payment from Blueprint specified in the interlocal agreement.

Leon County Fiscal Year 2021 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	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Solid Waste	313700	311,644	226,261	313,826	298,135	307,079	316,291	325,780	335,553
Waste Disposal Special Assessment	319150	1,514,887	1,497,162	1,585,904	1,506,609	1,517,155	1,527,776	1,538,470	1,549,239
Delinquent Assessments-2011	319211	234	-	-	-	-	-	-	-
Delinquent Assessments 2012	319212	22	-	-	-	-	-	-	-
Delinquent Assessments 2013	319213	356	-	-	-	-	-	-	-
Delinquent Assessments-2014	319214	1,025	-	-	-	-	-	-	-
Delinquent Assessments-2015	319215	560	-	-	-	-	-	-	-
Delinquent Assessments-2016	319216	1,416	-	-	-	-	-	-	-
Delinquent Assessments-2017	319217	3,264	-	-	-	-	-	-	-
Operating Income - Class I	343410	87,029	-	-	-	-	-	-	-
Transfer Station Receipts	343411	7,980,772	7,177,108	11,070,359	10,516,841	10,832,347	11,157,317	11,492,036	11,836,797
Marpan Administrative Fee	343412	-	9,503	10,003	9,503	9,503	9,503	9,503	9,503
Marpan Class III Residuals	343413	1,170,546	993,071	1,310,623	1,245,092	1,257,543	1,270,118	1,282,819	1,295,647
Operating Income - Tires	343415	45,435	52,158	53,535	50,858	51,215	51,573	51,934	52,298
Operating Income - Electronics	343416	3,961	4,912	3,989	3,790	3,816	3,843	3,869	3,896
Operating Income - Yard Trash Clean	343417	253,351	148,599	157,514	149,638	150,686	151,741	152,804	153,872
Operating Income - Yard Trash	343418	(8,298)	35,652	37,791	35,901	36,152	36,406	36,661	36,917
Operating Income - Landfill Yard Trash Bagged	343420	260	215	237	225	227	229	230	232
Resource Recovery (metals, etc)	343451	88,423	73,789	-	-	-	-	-	-
Hazardous Waste	343453	44,802	27,908	26,698	25,363	25,541	25,719	25,900	26,081
Recycling Promotional Services	343461	70,000	35,300	35,300	33,535	33,535	33,535	33,535	33,535
Rural Waste Services Center Permit	343462	141,964	-	-	-	-	-	-	-
Recyclable Materials	343463	-	75,712	-	-	-	-	-	-
Interest Income - Investment	361110	235,374	-	-	-	-	-	-	-
Pool Interest Allocation	361111	45,834	132,905	174,633	165,901	167,560	169,236	170,928	172,637
Net Incr(decr) In Fmv Of Investment	361300	353,635	-	-	-	-	-	-	-
Rents And Royalties	362000	13,624	15,565	13,719	13,033	13,124	13,216	13,309	13,402
Equipment Buyback	364100	-	50,000	216,000	205,200	-	-	-	-
Other Scrap Or Surplus	365900	4,550	25,481	4,582	4,353	4,383	4,414	4,445	4,475
Transfer From Fund 001	381001	40,244	-	-	-	-	-	-	-
Transfer From Fund 126	381126	453,502	1,017,985	1,436,815	1,436,815	1,464,824	1,477,388	1,489,036	1,499,665
Total Revenues		12,858,418	11,599,286	16,451,528	15,700,792	15,874,690	16,248,305	16,631,259	17,023,749
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Landfill Improvements	036002-534	59,022	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Solid Waste Facility Heavy Equip. & Vehicle Replacement	036003-534	714	15,000	388,000	388,000	40,000	40,000	40,000	40,000
Transfer Station Heavy Equip Replacement	036010-534	290,903	111,545	436,000	436,000	165,000	200,000	200,000	200,000
HHW Collection Center	036019-534	13,767	-	-	-	-	-	-	-
Transfer Station Improvements	036023-534	15,897	150,852	150,852	150,852	150,852	150,852	150,852	150,852
Rural/Hazardous Waste Vehicle and Equipment Replacement	036033-534	349,889	-	-	-	313,000	-	-	-
Pre-Fabricated Buildings	036041-534	5,995	-	-	-	-	-	-	-

Leon County Fiscal Year 2021 Tentative Budget

Solid Waste (401)

Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Hazardous Waste Vehicle and Equipment Replacement	036042-534	-	-	-	-	48,000	-	-	-
Capital Landfill Closure	036043-534	4,909,453	-	-	-	-	-	-	-
New Solid Waste Vehicles & Equipment	036044-534	-	-	40,200	40,200	-	-	-	-
Yard Waste	416-534	290,138	388,181	404,393	404,393	418,328	432,771	451,800	471,456
Rural Waste Service Centers	437-534	694,734	680,923	748,059	748,059	766,288	785,401	805,453	826,494
Transfer Station Operations	441-534	9,015,184	8,315,757	11,073,832	11,073,832	11,564,893	12,079,770	12,619,649	13,185,761
Solid Waste Management Facility	442-534	545,769	454,849	542,674	542,674	549,223	556,063	563,221	570,703
Hazardous Waste	443-534	677,867	722,619	736,516	736,516	743,441	750,621	758,069	765,793
MIS Automation - Solid Waste Fund	470-534	24,044	-	27,770	27,770	27,770	27,770	27,770	27,770
Solid Waste - Risk	495-534	20,385	20,752	20,057	20,057	20,176	20,296	20,418	20,541
Indirect Costs - Solid Waste	499-534	583,000	600,000	577,000	577,000	594,000	612,000	631,000	649,000
Tax Collector	513-586	30,409	33,598	34,606	34,606	35,644	36,713	36,713	36,713
Transfers	950-581	82,435	85,210	65,670	65,670	66,983	68,323	69,689	71,083
Budgeted Reserves - Solid Waste Fund	990-599	-	-	449,772	449,772	366,720	500,398	287,851	58,985
Total Appropriations		17,609,606	11,599,286	15,715,401	15,715,401	15,890,318	16,280,978	16,682,485	17,095,151
Revenues Less Appropriations		(4,751,188)	-	750,736	-	-	-	-	-

Notes:

The Solid Waste fund is an enterprise fund and is supported by an assessment and tipping fees collected at the Transfer Station. During the FY 2020 budget process, the Board adopted a multi-year fiscal plan that reallocates \$4.1 million in FY 2021 debt services savings to avoid future tax and fee increases. The plan allowed for the elimination of the rural waste center collection fees and avoids the need to raise the non-ad valorem assessment. For FY 2021, the plan called for the reallocation of a portion of debt service savings to the solid waste fund. The general revenue transfer to solid waste to support recycling, the rural waste collection centers, and the non-ad valorem assessment increased by \$433,439.

FY 2021 capital funding is included for Landfill Improvements, Transfer Station Improvements, various vehicle and heavy equipment replacements.

Leon County Fiscal Year 2021 Tentative Budget

Insurance Service (501)

Fund Type: Internal Services

The Insurance Service Fund is an internal service fund established in support of general County operations. Major revenue sources of the Insurance Service Fund include proceeds from interdepartmental billings. The fund is used to account for resources and expenditures associated with assessed premiums, claims, and administration of the County's Risk Management Program related to auto and property liability, workers' compensation, and other types of insurance.

Revenue Sources	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Pool Interest Allocation	361111	119,399	42,180	18,947	18,000	18,000	18,000	18,000	18,000
Net Incr(decr) In Fmv Of Investment	361300	137,602	-	-	-	-	-	-	-
Refund Of Prior Year Expenses	369300	3,001	-	-	-	-	-	-	-
Transfer From Fund 145	381145	42,665	40,200	46,100	46,100	46,561	47,027	47,497	47,972
Vehicle Insurance	396100	295,909	320,491	364,191	364,191	367,832	371,510	375,225	378,977
General Liability	396200	497,178	540,535	558,014	558,014	563,594	569,230	574,922	580,671
Aviation Insurance	396300	36,906	46,500	40,100	40,100	40,501	40,906	41,315	41,728
Property Insurance	396400	886,963	744,056	776,770	776,770	784,538	792,383	800,307	808,310
Workers Compensation Insurance	396600	1,860,377	2,069,722	2,289,337	2,289,337	2,312,230	2,335,353	2,358,706	2,382,294
Total Revenues		3,880,000	3,803,684	4,093,459	4,092,512	4,133,256	4,174,409	4,215,972	4,257,952
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Risk Management	132-513	204,743	206,993	213,374	212,584	217,089	220,909	224,842	228,891
MIS Automation-Risk Fund	470-513	223	257	245	245	245	245	245	245
Insurance Service - Risk	495-596	-	465	461	461	466	471	476	481
Indirect Costs - Insurance Service	499-596	32,000	40,000	31,000	31,000	32,000	33,000	34,000	35,000
Workers' Comp Risk Management	821-596	3,440,216	3,538,278	3,842,403	3,842,403	3,879,026	3,916,017	3,953,377	3,987,631
Budgeted Reserves - Insurance Service	990-599	-	17,691	5,029	5,819	4,430	3,767	3,032	5,704
Total Appropriations		3,677,182	3,803,684	4,092,512	4,092,512	4,133,256	4,174,409	4,215,972	4,257,952
Revenues Less Appropriations		202,818	-	947	-	-	-	-	-

Notes:

For FY 2021, reflects an increase in the in funding for the County's self insurance for workers' compensation claims.

Leon County Fiscal Year 2021 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 communication network, which includes the telephone and internet systems. The individual departments and agencies are assessed based on the number of internet connections, data lines, and telephone usage within their individual areas.

Revenue Sources	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Pool Interest Allocation	361111	5,842	-	-	-	-	-	-	-
Departmental Billings	394000	757,860	782,957	902,125	902,125	911,146	920,256	929,460	938,754
Departmental Billings - MIS Automation	394200	153,092	177,784	466,061	466,061	470,722	475,429	480,184	484,985
Appropriated Fund Balance	399900	-	396,427	-	-	-	-	-	-
Total Revenues		916,793	1,357,168	1,368,186	1,368,186	1,381,868	1,395,685	1,409,644	1,423,739
Appropriations by Department/Division	Acct #	Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
		FY 2019	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Communications Trust	900-590	1,054,355	1,357,168	1,368,186	1,368,186	1,381,868	1,395,685	1,409,644	1,423,739
Total Appropriations		1,054,355	1,357,168	1,368,186	1,368,186	1,381,868	1,395,685	1,409,644	1,423,739
Revenues Less Appropriations		(137,562)	-						

Notes:

Leon County Fiscal Year 2021 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 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Departmental Billings - Fleet	394100	1,892,141	1,467,361	1,621,702	1,621,702	1,637,581	1,647,387	1,656,768	1,665,686
Gas And Oil Sales	395100	1,069,653	1,435,895	1,463,620	1,463,620	1,478,257	1,493,040	1,507,970	1,523,049
Total Revenues		2,961,794	2,903,256	3,085,322	3,085,322	3,115,838	3,140,427	3,164,738	3,188,735
Appropriations by Department/Division	Acct #	Actual FY 2019	Adopted FY 2020	Requested FY 2021	Budget FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025
Fleet Maintenance	425-591	2,939,417	2,891,643	3,079,266	3,073,578	3,104,053	3,128,600	3,152,869	3,176,823
MIS Automation - Motor Pool Fund	470-519	1,884	2,198	2,315	2,315	2,315	2,315	2,315	2,315
Fleet Maintenance - Risk	495-591	9,415	9,415	9,429	9,429	9,470	9,512	9,554	9,597
Total Appropriations		2,950,716	2,903,256	3,091,010	3,085,322	3,115,838	3,140,427	3,164,738	3,188,735
Revenues Less Appropriations		11,077	-	(5,688)	-	-	-	-	-

Notes:

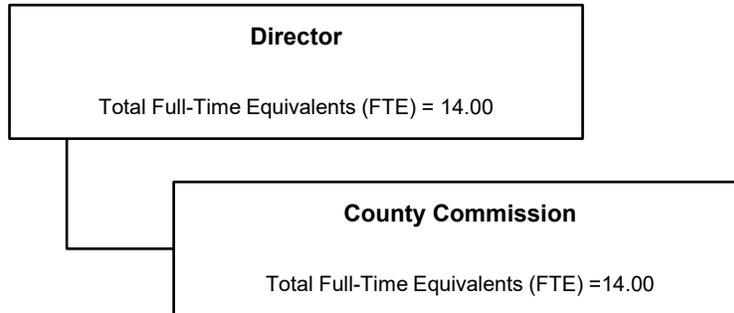
The increase includes funding for a contract increase related to vehicle monitoring software to track and improve fuel efficiency, and a slight increase in the diesel fuel budget due to the increase in consumption.

Leon County Fiscal Year 2021 Tentative Budget**Board of County Commissioners**

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Leon County Fiscal Year 2021 Tentative Budget

Board of County Commissioners



Leon County Fiscal Year 2021 Tentative Budget

Board of County Commissioners

Executive Summary

This section of the Leon County FY 2021 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 2019-20, consistent with the priorities established in the County's five-year Strategic Plan. In January 2020, the Board adopted the Essential Libraries Initiative, a three to five-year plan of action to realign the library's programs, services, staff and physical spaces with the community's greatest needs and goals. The launch of the initiative included community listening sessions and online outreach to gather feedback to further guide the planning process. Also, in January 2020, the Board accepted the Community Human Services Partnerships (CHSP) Needs Assessment Report and directed the implementation of specific strategies to improve the CHSP process and ensure the continued alignment of funds with the highest community needs and desired outcomes.

The effects of the pandemic on Leon County finances have been without precedent. Without federal funding to replace lost revenues, the impacts on the current and next fiscal year will be severe. Forecasted County revenues including sales, gas, and tourism taxes show Leon County losing a combined \$17 million in FY 2020 (\$6.9 million) and FY 2021 (\$10.1 million). These forecasts take into consideration the strong possibility that the effects of COVID-19 continue through next calendar year. While the economic disruption caused by the pandemic has had devastating impacts on sales, gas and tourism taxes, property taxes have not been similarly impacted for the current fiscal year and are not anticipated to be for the upcoming fiscal year. However, because property tax revenues are based on valuations from the previous year, it is unknown what the property tax impacts from the pandemic might be in the following fiscal years. This will depend on factors such as foreclosures and the longer-term impacts on commercial properties, for example.

During the development of the FY 2021 budget, the Board also addressed key budget issues concerning human services, capital improvements, and tourism development. The Board preliminarily approved a \$280.6 million operating and capital budget while maintaining the countywide millage rate at 8.3144 for the ninth consecutive year. The Board also approved the use of General Fund balance at \$1.84 million to balance the FY 2021 budget – a significant decrease from the \$5.0 million required during the peak of the recession. Additional fiscal policy highlights:

- Increasing Community Human Service Partnership (CHSP) funding from \$1.3 million to \$1.445 million; the over 10% increase of \$145,000 is restricted to address high poverty areas.
- No increase in the Countywide or EMS property tax rate, solid waste, stormwater and fire non-ad valorem assessments.
- No new general revenue positions being added to Leon County Government and no layoffs or furloughs of existing employees.
- New costs savings and avoidances of \$11.0 million, bringing the total to \$44.9 million since FY 2013.
- Decline in general revenues by \$7.4 million, offset by an increase in property tax collections of \$9.204 million using a constant millage rate, resulting in a total increase of \$1.8 million dollars in general revenue. To maintain current service levels, continue to support public safety, make all statutorily, interlocal agreement and contractual required payments, projected cost will increase \$12.9 million. Details of these expenses are included in the analysis portion of this item.
- The FY 2021 budget contemplates technology enhancements and changes to the Library's collection management process that will improve the quality of the collection and reduce the time spent processing materials so staff can provide more direct customer service and program offerings. 12.5 existing library vacancies are eliminated as result of these enhancements creating an annual recurring budget savings of \$350,000.
- Decrease the general revenue transfer in support of the capital improvement program from \$7.4 million to \$5.1 million. FY 2020 expenditure reductions were made that exceed the current year revenue shortfall. This will generate \$2.0 million in additional cash reserves for the new year. The additional \$2.0 million in current year (FY 2020) savings will be available to expenditures in the FY 2021 capital program.
- A reduction in debt service payments of \$4.17 million next fiscal year as the County continues to pay off long term debt.
- Reduction of \$1.060 million in the Supervisor of Elections budget resulting from most of the Presidential Election cycle costs being funded in the current fiscal year (FY 2020).

Leon County Fiscal Year 2021 Tentative Budget

Board of County Commissioners

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,778,844	1,767,755	1,798,931	-	1,798,931	1,833,281
Operating	89,881	112,675	112,345	-	112,345	112,345
Total Budgetary Costs	1,868,724	1,880,430	1,911,276	-	1,911,276	1,945,626
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
County Commission	1,868,724	1,880,430	1,911,276	-	1,911,276	1,945,626
Total Budget	1,868,724	1,880,430	1,911,276	-	1,911,276	1,945,626
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,868,724	1,880,430	1,911,276	-	1,911,276	1,945,626
Total Revenues	1,868,724	1,880,430	1,911,276	-	1,911,276	1,945,626
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
County Commission	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalentents (FTE)	14.00	14.00	14.00	-	14.00	14.00

Leon County Fiscal Year 2021 Tentative Budget

Board of County Commissioners

Board of County Commissioners (001-100-511)

Goal	The goal of the County Commission is to serve as elected officers and fiscal representatives of the County as well as to serve as the legislative and governing body of the County government.
Core Objectives	<ol style="list-style-type: none"> 1. Provide policy direction for the County Government. 2. Safeguard the citizens' tax dollars through the funding of necessary and effective programs that serve to improve and enhance the quality of life in Leon County.
Statutory Responsibilities	County Charter and all applicable Florida Laws
Advisory Board	Apalachee Regional Planning Council; Audit Advisory Committee; Canopy Roads Citizen Advisory Committee; Canvassing Board; Capital Region Transportation Planning Agency; Challenger Learning Center Board; Civic Center Authority; Community Health Coordinating Board; Council on Culture and Arts (COCA); Criminal Justice Coordinating Council; Criminal Justice, Mental Health, and Substance Abuse Reinvestment Advisory Council; Downtown Improvement Authority Board; Economic Development Council; Enterprise Zone Development Agency Board of Directors; Geographical Information Systems Executive Committee; Joint County/City/School Board Coordinating Committee on Public School Concurrence 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 2021 Tentative Budget

Board of County Commissioners

County Commission Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,778,844	1,767,755	1,798,931	-	1,798,931	1,833,281
Operating	89,881	112,675	112,345	-	112,345	112,345
Total Budgetary Costs	1,868,724	1,880,430	1,911,276	-	1,911,276	1,945,626
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Commissioner Office Budget (001-101-511)	14,752	12,500	12,500	-	12,500	12,500
Commissioner Office Budget (001-102-511)	2,793	12,500	12,500	-	12,500	12,500
Commissioner Office Budget (001-103-511)	11,685	12,500	12,500	-	12,500	12,500
Commissioner Office Budget (001-104-511)	12,500	12,500	12,500	-	12,500	12,500
Commissioner Office Budget (001-105-511)	11,611	12,500	12,500	-	12,500	12,500
Commissioner Office Budget (001-106-511)	4,045	12,500	12,500	-	12,500	12,500
Commissioner Office Budget (001-107-511)	11,380	12,500	12,500	-	12,500	12,500
Commissioners' Account (001-108-511)	21,115	25,175	24,845	-	24,845	24,845
County Commission (001-100-511)	1,778,844	1,767,755	1,798,931	-	1,798,931	1,833,281
Total Budget	1,868,724	1,880,430	1,911,276	-	1,911,276	1,945,626
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,868,724	1,880,430	1,911,276	-	1,911,276	1,945,626
Total Revenues	1,868,724	1,880,430	1,911,276	-	1,911,276	1,945,626
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
County Commission	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalentents (FTE)	14.00	14.00	14.00	-	14.00	14.00

Leon County Fiscal Year 2021 Tentative Budget

Board of County Commissioners

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,778,844	1,767,755	1,798,931	-	1,798,931	1,833,281
Total Budgetary Costs	1,778,844	1,767,755	1,798,931	-	1,798,931	1,833,281
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,778,844	1,767,755	1,798,931	-	1,798,931	1,833,281
Total Revenues	1,778,844	1,767,755	1,798,931	-	1,798,931	1,833,281
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
County Commissioner	7.00	7.00	7.00	-	7.00	7.00
Commission Aide	7.00	7.00	7.00	-	7.00	7.00
Total Full-Time Equivalents (FTE)	14.00	14.00	14.00	-	14.00	14.00

The major variances for the FY 2021 budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Funding for performance raises pertains to Commission staff only. Board of County Commissioner salaries are established pursuant to County ordinance which uses rates set by the State of Florida.

Leon County Fiscal Year 2021 Tentative Budget

Board of County Commissioners

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	14,752	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	14,752	12,500	12,500	-	12,500	12,500
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	14,752	12,500	12,500	-	12,500	12,500
Total Revenues	14,752	12,500	12,500	-	12,500	12,500

The program is recommended at the same funding level as the prior fiscal year.

Leon County Fiscal Year 2021 Tentative Budget

Board of County Commissioners

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	2,793	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	2,793	12,500	12,500	-	12,500	12,500
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	2,793	12,500	12,500	-	12,500	12,500
Total Revenues	2,793	12,500	12,500	-	12,500	12,500

The program is recommended at the same funding level as the prior fiscal year.

Leon County Fiscal Year 2021 Tentative Budget

Board of County Commissioners

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	11,685	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	11,685	12,500	12,500	-	12,500	12,500
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	11,685	12,500	12,500	-	12,500	12,500
Total Revenues	11,685	12,500	12,500	-	12,500	12,500

The program is recommended at the same funding level as the prior fiscal year.

Leon County Fiscal Year 2021 Tentative Budget

Board of County Commissioners

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	12,500	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	12,500	12,500	12,500	-	12,500	12,500
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	12,500	12,500	12,500	-	12,500	12,500
Total Revenues	12,500	12,500	12,500	-	12,500	12,500

The program is recommended at the same funding level as the prior fiscal year.

Leon County Fiscal Year 2021 Tentative Budget

Board of County Commissioners

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	11,611	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	11,611	12,500	12,500	-	12,500	12,500
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	11,611	12,500	12,500	-	12,500	12,500
Total Revenues	11,611	12,500	12,500	-	12,500	12,500

The program is recommended at the same funding level as the prior fiscal year.

Leon County Fiscal Year 2021 Tentative Budget

Board of County Commissioners

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	4,045	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	4,045	12,500	12,500	-	12,500	12,500
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	4,045	12,500	12,500	-	12,500	12,500
Total Revenues	4,045	12,500	12,500	-	12,500	12,500

The program is recommended at the same funding level as the prior fiscal year.

Leon County Fiscal Year 2021 Tentative Budget

Board of County Commissioners

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	11,380	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	11,380	12,500	12,500	-	12,500	12,500
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	11,380	12,500	12,500	-	12,500	12,500
Total Revenues	11,380	12,500	12,500	-	12,500	12,500

The program is recommended at the same funding level as the prior fiscal year.

Leon County Fiscal Year 2021 Tentative Budget

Board of County Commissioners

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	21,115	25,175	24,845	-	24,845	24,845
Total Budgetary Costs	21,115	25,175	24,845	-	24,845	24,845
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	21,115	25,175	24,845	-	24,845	24,845
Total Revenues	21,115	25,175	24,845	-	24,845	24,845

The major variances for the FY 2021 budget are as follows:

Decrease to program funding:

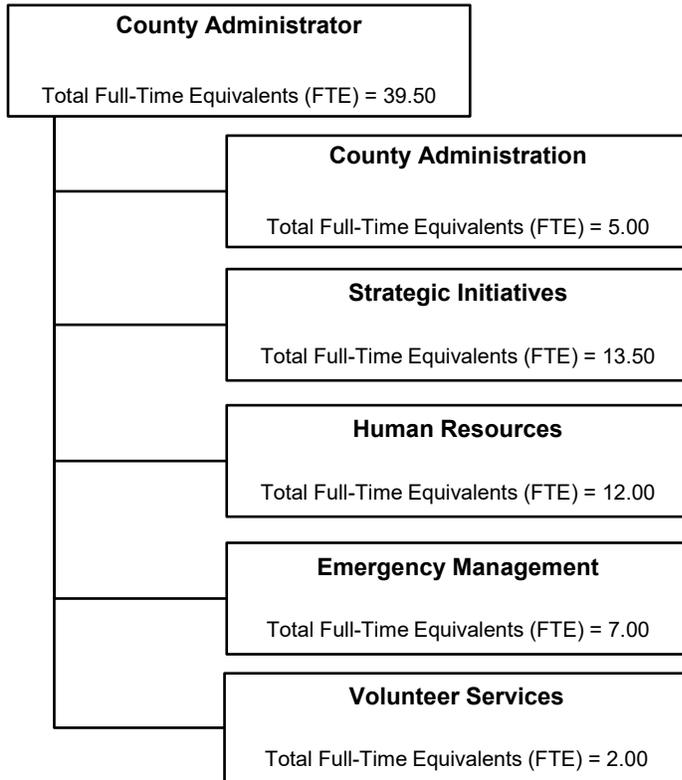
1. Slight decrease in FY 2021 budget is related to a reduction in phone and internet communication related cost.

Leon County Fiscal Year 2021 Tentative Budget**Administration**

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Leon County Fiscal Year 2021 Tentative Budget

Administration



Leon County Fiscal Year 2021 Tentative Budget

Administration

Executive Summary

The Administration section of the Leon County FY 2021 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, while also working to proactively facilitate the accurate, effective, timely and consistent flow of public information to internal and external parties of interest, providing community outreach, and serving as the County's liaison with media partners. Human Resources provides employee services in the areas of policy development, employee engagement, compensation and benefits, awards and recognition, and regulatory compliance. The Emergency Management division continuously trains staff and prepares for the next emergency that could possibly affect the County.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the County Administration Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

FY 2020 has been a significant challenge for Leon County due to the onset of the COVID-19 pandemic which will have an unprecedented impact on County finances. The fiscal impacts of the pandemic will cause a nearly \$17.0 million decline in revenues. Administration responded to the pandemic by recommending an approach to balancing the current and upcoming fiscal year budgets without an offsetting increase in any taxes or fees. Administration initiated a hiring freeze, stopped non-essential travel and training, and started implementing capital project deferrals and operating expenditure reductions as part of the budget balancing strategies necessary to reduce the impact of the pandemic. Administration also implemented the Leon CARES expenditure plan for the use of over \$51 million dollars in COVID-19 federal relief funding. In addition, other balancing strategies include cost avoidances and savings implemented including avoiding \$10 million for the Sheriff's Evidence Warehouse Facility and \$350,000 in long term savings on boat ramp maintenance.

During FY 2020, the County was recognized for its leadership and innovation by the National Association of Counties (NACo), earning 11 more Achievement Awards for Leon County programs and initiatives. Some of the initiatives awarded include the Advanced Wastewater Treatment Pilot Program, the establishment of the Advisory Committee on Quality Growth, the Integrated Sustainability Action Plan, the County's Neighborhood Services Webpage, and the Apalachee Regional Park Master Plan and Landfill Conversion.

Administration and Community and Media Relations (CMR) once again guided the County through: the successful execution of the fifth annual Created Equal event, which brought over 500 community members to discuss race relations and to encourage communication among all members of the community; continuing to engage citizens with the Citizen Engagement Series events; supporting local veterans via the Operation Thank You Initiative; promoting disaster preparedness through a virtual Build Your Bucket experience and distribution of 200 disaster buckets to vulnerable populations in collaboration with Elder Care Services and Ability 1st; providing the public with accurate, timely and relevant information throughout the COVID-19 pandemic and launching a multimodal campaign using all available public information methods to educate and inform the public about local financial assistance available through the Leon CARES program.

Additionally, CMR continued to enhance the community's access to Leon County Government as we as promoting transparency and accountability. Efforts included: launching Leon County's one-stop water resource website and a subsequent outreach campaign to engage the public and further promote the County's commitment to protecting the natural environment, and developing a comprehensive Integrated Marketing and Communication Plan and a standalone website to support ongoing efforts to increase awareness of the 2020 U.S. Census.

Human Resources instilled the core values and core practices of Leon LEADS throughout the organization by continuing custom developed Customer Experience, Diversity, and Domestic Violence, Sexual Violence, and Stalking in the Workplace training programs throughout the organization. The department has further elevated the importance and visibility of the County's Ethics Policy through incorporation in recruitment materials and new employee orientation. Additionally, the department has continued

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the successful implementation of the “Live Well Leon” employee wellness program and annual employee performance evaluations in order to attract and retain a highly talented, diverse and innovative County workforce.

In recent years Leon County has been hit by a number of hurricanes, including Hurricane Michael, the third most powerful storm to make landfall in the continental U.S. and the strongest storm to ever impact the Big Bend Region. Through the leadership of Administration efforts to prepare and recover from the impacts of these hurricanes by Emergency Management. Leon County has implemented over 200 improvements following these hurricanes, making the Emergency Management program even stronger than before. Leon County applied the lessons learned from previous hurricanes to coordinate the County’s response to COVID-19. Beginning on January 21, 2020 Administration began close coordination with the Florida Department of Health and other healthcare experts to plan for and respond to COVID-19. On Tuesday, March 10, 2020 Leon County activated the Emergency Operations Center to assist the Florida Department of Health in convening agendas, providing coordination, and aligning public information efforts.

Volunteer Services through the Volunteer LEON brand continues to be the leader in promoting volunteerism and community engagement in Leon County. Annually, Volunteer Services provides local organizations and agencies training on volunteer management. Volunteer Services also coordinates the Big Bend Community Organization Active Disaster (COAD) which is an organization composed of community and faith-based groups that collaborate in the planning and coordination of volunteers and resources during emergency events. Furthering on the need for skilled volunteers in an emergencies 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 2021 Tentative Budget		
County 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 oversee the operation of County functions to ensure the delivery of cost effective, efficient, and to manage the operation of County functions to ensure the delivery of cost effective, and customer responsive public services.	
Strategic Priorities	<p>Economy</p> <ul style="list-style-type: none"> • EC1 – Do well-designed public infrastructure which supports business, attracts private investment and has long-term economic benefits. • EC2 – Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, and job creation. • EC3 – Leverage university and community partnerships to increase entrepreneurial, technology transfer and commercialization opportunities. • EC4 – Grow our tourism economy, its diversity, competitiveness and economic impact. <p>Quality of Life</p> <ul style="list-style-type: none"> • Q3 – Provide essential public safety infrastructure and services. • Q4 – Support and promote access to basic health and welfare services to our community members most in need. <p>Governance</p> <ul style="list-style-type: none"> • G1 – Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. • G2 – Sustain a culture of performance and deliver effective efficient services that exceed expectations and demonstrate value. • G3 – Sustain a culture that respects, engages, and empowers citizens in important decisions facing the community. • G4 – Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County’s Core Practices. • G5 – Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. 	
Strategic Initiatives October 1, 2017– September 30, 2021	<ol style="list-style-type: none"> 1. Continue to work with FSU on the Civic Center District Master Plan to include the potential partnership to realize the convention center space desired by the County and to bring back issues related to the County’s financial and programming roles and participation for future Board consideration. (EC1, EC4) In Progress 2. Support the revision of Sec. 125.0104, F.S. to modify the eligibility for levying the local option High Tourism Impact Tax to include counties that are home to Preeminent State Research Universities in order to levy a sixth cent to support the convention center and arena district. (EC4) Ongoing 3. Continue to pursue opportunities for workforce development, including: <ul style="list-style-type: none"> A.) Based upon the projected unmet local market for middle skill jobs continue to host Leon Works Exposition in collaboration with community and regional partners and launch Leon County’s Jr. Apprenticeship program. (EC2) Complete/Ongoing B.) Work with partners, such as The Kearney Center and Leon County Schools, to increase access to training programs, apprenticeships, and other programs promoting middle-skilled jobs. (EC2) In Progress 4. Evaluate sun setting the Downtown CRA and correspondingly evaluate the effectiveness of the Frenchtown/Southside CRA including the County’s partnership with the City. (EC1, EC2) Complete 5. Enhance sports tourism through the exploration of an NFL Preseason game and other possible events at Doak Campbell Stadium. Complete/Ongoing 	

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Strategic Initiatives
 October 1, 2017 – September 30, 2021

6.	Continue to serve our seniors through programs and partnerships, including: A.) As Florida's first Dementia Caring Community, support the Florida Department of Elder Affairs in the further development of the pilot program, provide enhanced paramedic training and engage local partners in making the County a more dementia-friendly community. (Q4)	Complete
7.	Alongside community partners, engage citizens of diverse backgrounds, education, and age on issues that matter most to them through the Citizen Engagement Series and Club of Honest Citizens. (G1, G3)	Ongoing
8.	Continue to Support Commissioner Desloge during his term as NACo President. (G1)	Complete
9.	In accordance with the Leon County Charter, convene a Charter Review Committee to review the Leon County Home Rule Charter and propose any amendments or revisions which may be advisable for placement on the general election ballot. (G5)	Complete
10.	Continue County sponsorship of employee's participation in the Certified Public Manager training. (G4)	Ongoing
11.	Seek opportunities for partnerships through NACo and FAC's enterprise programs. (G1)	Ongoing
12.	Continue to explore opportunities for efficiency and cost savings through intergovernmental functional consolidation where appropriate. (G5)	Ongoing
13.	Evaluate expanding Leon Works as a regional event and to different segments of the community.	Complete
14.	Evaluate establishing a living wage for County employees and continue to provide opportunities for industry certifications and training for those employees in skilled craft, paraprofessional, and technician positions. (G4)	Complete/Ongoing
15.	Partner with Federal Alliance for Safe Housing (FLASH) to become the nation's first #HurricaneStrong county. (G1, G2)	Complete
16.	As part of Leon County's Citizen Engagement Series, conduct an annual "Created Equal" event to strengthen the County's commitment in tackling difficult subjects. (G1, G3)	Ongoing
17.	Continue to support Commissioner Maddox in his efforts to become Florida Association of Counties President. (G1)	Complete
18.	Implement the recommendations of the Hurricane Irma After Action Report. (G2, G5)	Complete
19.	Develop and enhance communications strategies to inform citizens of the County's overall water quality and stormwater policies, as well as emergent issues impacting individual water bodies or ground water. (EN1)	In Progress
20.	Explore ways to promote and build upon Leon County's success in citizen engagement by identifying additional ways to increase the quantity and quality of citizen input opportunities. (G3, G1)	Complete
21.	Continue to evaluate the effectiveness of our existing County supported re-entry programs, explore other opportunities to further enhance re-entry efforts, and work with the Supervisor of Elections to assist former felons with registering to vote.	Complete/Ongoing
22.	Implement the recommendations of the Hurricane Michael After Action Report. (G2, G5)	Complete
23.	Pursuant to the approved ballot initiative amending the County Charter, adopt an Ethics Ordinance by December 2019.	Complete

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County Administration		
Actions	1. The County is partnering with FSU to conduct a market and feasibility analysis for a hotel and convention center.	Strategic Initiatives
	2. Adopted the Tourism Impact Tax issue as part of the 2020 State and Federal Legislative Priorities Program.	Strategic Initiatives
	3. A.) Hosted the 2019 Leon Works Expo. B.) Established the Elevate Florida's Capital for Business: Catalyzing Workforce Development Opportunities program. C.) Monthly participation in Career Luncheons at Leon County School's Success Academy at Ghazvini Learning Center. D.) Support TCC and Lively Technical College in matching employees who have been laid off as a result of COVID-19 with in-demand skills and trades.	Strategic Initiatives
	4. Presented the amended CRA Interlocal Agreement.	Strategic Initiatives
	5. A.) Target hosting the NFL Preseason football game in Fall 2020. B.) Tourism Staff met with Complex Sports & Entertainment the new company managing events out side of FSU Athletic events within athletic facilities. The group has started athletic facility tours and is currently seeking outside events to host at Doak Campbell Stadium.	Tourism Development
	6. Continue to conduct a public education campaign to increase awareness of dementia and the available dementia services throughout the community.	Community & Media Relations
	7. A.) Presented a status update to the Board on the 2019 Citizen Engagement Series. B.) Hosted two Library Lecture Series in 2020 in January and February. C.) Hosted Citizen Engagement Series "Prepare Now" for third year. D.) Partnered with The Big Event and hosted students at Jackson View Park.	Community & Media Relations
	8. Assisted Commissioner Desloge during the NACo 2018 Annual Conference.	Strategic Initiatives
	9. Staffed the Charter Review Committee and Conducted Public Hearings for proposed charter amendments.	Strategic Initiatives
	10. Continue to identify new employees biannually to participate in the Certified Public Manager Program.	Human Resources
	11. Leon County participates in the NACo's Live Healthy Program and U.S. Communities Government Purchasing Alliance, as well as utilizing NACo and FAC vendors for employee benefits. County Administration continues to regularly discuss and evaluate new opportunities for partnership through their respective enterprise programs.	Strategic Initiatives, Human Resources
	12. A.) Developed a new CHSP process with the City of Tallahassee. Conducted joint Alternative Mobility Funding Systems Study and Joint Disparity Study. B.) Land Use Element Update Consulting Services. C.) Consolidation of the Minority, Women and Small Business Enterprise (MWSBE) policies and procedures.	Strategic Initiatives
	13. Hosted the 2019 Leon Works Expo which included students and exhibitors from Gadsden and Wakulla County.	Strategic Initiatives
	14. Since Leon's living wage is still above published minimum wage for Leon County and Florida minimum wage is on the ballot as Amendment #2 in November 2020, Leon County living wage remains at \$12.00 per hour.	Human Resources
	15. Coordinated with FLASH to present at the National Hurricane Conference in November 2019.	Emergency Management
	16. Hosted 2020 "Created Equal" Event Created Equal: 60th Anniversary of TLH Lunch Counter Sit-ins.	Community & Media Relations
	17. Assisted Commissioner Maddox as needed during FAC Conferences.	Strategic Initiatives
	18. Presented report on the implementation of the Hurricane Irma After-Action Report and Preparation for the 2018 Hurricane Season.	Emergency Management

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County Administration

Actions

19. A.) Installed informational and instructional water kiosks near boat landings.
B.) Launched a multi-modal public information campaign to educate the public about LeonCountyWater.org and its features. Community & Media Relations
20. A.) Host "Focused on People" sit-downs on social media. Facebook and Twitter Live video streams will engage various County departments on initiatives, events, and timely topics. "Focused on People" will also feature a rotating interview segment profiling a different County Commissioner.
B.) Connect with Leon County neighborhoods on NextDoor app to send messages to targeted neighborhoods or mass messaging about a new County program or service.
C.) Increase reach to "cord cutters" by streaming Leon County television programming. The County will create an app to show the same content as Channel 16 on streaming devices such as Amazon Fire TV stick, Roku and others. Community & Media Relations
D.) Launch a quarterly sit-down at different venues with the County Administrator and key staff to allow citizens an opportunity to share a cup of coffee and input.
E.) Engage a consulting firm to develop a community-wide survey that would be conducted during the planning year of every five-year Strategic Plan cycle.
F.) Create email survey feedback option focused on assessing customer service and County programs.
G.) CMR will work with Public Works to brand the water resources campaign, gather graphics for the design and continue to draft website design for review.
21. A.) Implemented the Pretrial Assessment Tool (PAT) of the Ohio Risk Assessment System (ORAS).
B.) Coordinated with Department of Children and Families to provide Trauma Informed Care to Probation/Pretrial Officers. Office of Intervention & Detention Alternatives
C.) Collaborated with Supervisor of Elections on the presentation of Amendment 4 that no implementing language was required by the legislature for compliance.
D.) Participate in the monthly Big Bend After Reentry Coalition (BBARC) meetings.
E.) Applied to the Department of Justice for funding through the Second Chance Act Pay for Success Initiative: Outcomes-based Contracting to Lower Recidivism and Homelessness.
22. Presented a status update agenda item to the Board on the implementation of the Michael after-action report. Emergency Management
23. A.) Presented an Ethics Ordinance to the Board in June 2019.
B.) Update the Leon County Ethics Guide. Strategic Initiatives

Bold Goals and Five-Year Targets

Bold Goal: *Implement 500 citizen ideas, improvements, solutions and opportunities for co-creation. (BG4)*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Citizen Ideas Implemented ²	107	100	90	100	103	500

Target: *Connect 5,000 students and citizens to middle-skilled job career opportunities. (T3)*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Students/Citizens Connected ³	886	869	643	175	1,000	3,573

Strategic Target: *Achieve 90% employee participation in the County's "My Rewards" Well Being Program. (T14)*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
"My Rewards" Participation ⁴	88%	90%	90%	90%	90%	90%

Target: *100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace. (T16)*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Employees Trained ⁵	10%	45%	100%	100%	100%	100%

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1. This is subject to citizen feedback. Staff anticipates implementing 100 citizen ideas, improvements, solutions and opportunities for co-creation each year.
2. To reach this Target, staff has identified new opportunities to interact with the community beyond the Leon Works Expo, an annual event with attendance of approximately 500-600 people. This includes the Leon Works Junior Apprenticeship program as well as the EMS internship program. The 2020 Leon Works Expo, scheduled for April 3, 2020 at the FSU Civic Center, was cancelled due to the COVID-19 pandemic. County staff are coordinating with Leon County Schools to determine if this program can safely occur during the next school year.
3. The "My Rewards" Program is an incentive-based wellness program designed to help employees participate in healthy lifestyle behaviors. Employees who successfully complete the My Rewards Program each calendar year will receive a 2.5% discount off their annual health insurance premium contribution for the following year. Those who are not eligible include Opt Out and Spousal employees, since they do not pay for their health insurance, and part time employees, who don't receive health insurance as a benefit.
4. In FY 2019, Human Resources completed trainings for all existing Leon County Government employees. Human Resources will continue to provide these training to new employees.
5. The reporting for FY 2020 are estimates established prior to the COVID-19 pandemic.

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County Administration Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,147,482	1,164,140	1,214,475	-	1,214,475	1,250,574
Operating	22,420	35,332	36,052	(12,484)	23,568	36,052
Total Budgetary Costs	1,169,902	1,199,472	1,250,527	(12,484)	1,238,043	1,286,626
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
County Administration (001-110-512)	1,169,902	1,199,472	1,250,527	(12,484)	1,238,043	1,286,626
Total Budget	1,169,902	1,199,472	1,250,527	(12,484)	1,238,043	1,286,626
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,169,902	1,199,472	1,250,527	(12,484)	1,238,043	1,286,626
Total Revenues	1,169,902	1,199,472	1,250,527	(12,484)	1,238,043	1,286,626
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
County Administration	5.00	5.00	5.00	-	5.00	5.00
Total Full-Time Equivalents (FTE)	5.00	5.00	5.00	-	5.00	5.00

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Administration

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	3,899,628	4,157,828	4,217,964	-	4,217,964	4,355,284
Operating	1,681,189	1,940,124	1,903,199	(16,778)	1,886,421	1,929,101
Capital Outlay	2,398	-	-	-	-	-
Budgeted Reserves	-	-	-	-	-	23,593
Total Budgetary Costs	<u>5,583,214</u>	<u>6,097,952</u>	<u>6,121,163</u>	<u>(16,778)</u>	<u>6,104,385</u>	<u>6,307,978</u>
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
County Administration	1,169,902	1,199,472	1,250,527	(12,484)	1,238,043	1,286,626
Strategic Initiatives	1,475,095	1,611,434	1,567,347	(5,542)	1,561,805	1,611,188
Human Resources	1,376,226	1,509,093	1,537,362	(10,854)	1,526,508	1,579,567
Emergency Management	1,363,705	1,561,614	1,575,970	13,834	1,589,804	1,636,144
Volunteer Services	198,287	216,339	189,957	(1,732)	188,225	194,453
Total Budget	<u>5,583,214</u>	<u>6,097,952</u>	<u>6,121,163</u>	<u>(16,778)</u>	<u>6,104,385</u>	<u>6,307,978</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	4,219,509	4,536,338	4,545,193	(30,612)	4,514,581	4,671,834
125 Grants	282,909	346,214	355,104	-	355,104	363,544
130 9-1-1 Emergency Communications	1,080,796	1,215,400	1,220,866	13,834	1,234,700	1,272,600
Total Revenues	<u>5,583,214</u>	<u>6,097,952</u>	<u>6,121,163</u>	<u>(16,778)</u>	<u>6,104,385</u>	<u>6,307,978</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
County Administration	5.00	5.00	5.00	-	5.00	5.00
Emergency Management	7.00	7.00	7.00	-	7.00	7.00
Human Resources	12.00	12.00	12.00	-	12.00	12.00
Strategic Initiatives	12.50	13.50	13.50	-	13.50	13.50
Volunteer Services	-	-	2.00	-	2.00	2.00
Total Full-Time Equivalentents (FTE)	<u>36.50</u>	<u>37.50</u>	<u>39.50</u>	<u>-</u>	<u>39.50</u>	<u>39.50</u>

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County Administration (001-110-512)

Goal	The goal of the County Administration is to provide leadership and direction to County employees, to facilitate the implementation of Board priorities and policies, and to oversee the operation of County functions to ensure the delivery of cost effective, efficient, and customer-responsive public services.
Core Objectives	<ol style="list-style-type: none"> 1. Provide leadership, coordination, and direction to County departments to facilitate the delivery of services consistent with Board priorities and policies. 2. Develop Action Plans and implement Annual Board Retreat Priorities. 3. Present Agenda Requests to the Board and provide staff recommendations on County issues requiring Board review and approval. 4. Engage County staff in discussions on County issues, employee concerns, and improvements in County processes. 5. Respond to the needs of the Board in the development and execution of Board policies.
Statutory Responsibilities	County Administration is responsible for ensuring compliance with all applicable County Laws and Statutes administered by programs under the Board of County Commissioners.
Advisory Board	N/A

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Administration

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,147,482	1,164,140	1,214,475	-	1,214,475	1,250,574
Operating	22,420	35,332	36,052	(12,484)	23,568	36,052
Total Budgetary Costs	<u>1,169,902</u>	<u>1,199,472</u>	<u>1,250,527</u>	<u>(12,484)</u>	<u>1,238,043</u>	<u>1,286,626</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,169,902	1,199,472	1,250,527	(12,484)	1,238,043	1,286,626
Total Revenues	<u>1,169,902</u>	<u>1,199,472</u>	<u>1,250,527</u>	<u>(12,484)</u>	<u>1,238,043</u>	<u>1,286,626</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
County Administrator	1.00	1.00	1.00	-	1.00	1.00
Deputy County Administrator	1.00	1.00	1.00	-	1.00	1.00
Assistant County Administrator	2.00	2.00	2.00	-	2.00	2.00
Senior Executive Assistant	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>-</u>	<u>5.00</u>	<u>5.00</u>

Note: Senior Executive Assistant position was re-classed from 55 to 56 pay grade at no increased cost.

The major variances for the FY 2021 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 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decrease in Program Funding:

2. Decreases in travel and training in the amount of \$12,484 related to the non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

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Strategic Initiatives Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	931,470	1,029,149	1,030,301	-	1,030,301	1,065,138
Operating	543,624	582,285	537,046	(5,542)	531,504	546,050
Total Budgetary Costs	1,475,095	1,611,434	1,567,347	(5,542)	1,561,805	1,611,188
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Community and Media Relations (001-116-513)	663,968	779,612	750,370	3,156	753,526	774,789
Strategic Initiatives (001-115-513)	811,126	831,822	816,977	(8,698)	808,279	836,399
Total Budget	1,475,095	1,611,434	1,567,347	(5,542)	1,561,805	1,611,188
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,475,095	1,611,434	1,567,347	(5,542)	1,561,805	1,611,188
Total Revenues	1,475,095	1,611,434	1,567,347	(5,542)	1,561,805	1,611,188
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Strategic Initiatives	7.50	7.50	7.50	-	7.50	7.50
Community and Media Relations	5.00	6.00	6.00	-	6.00	6.00
Total Full-Time Equivalents (FTE)	12.50	13.50	13.50	-	13.50	13.50

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Administration

Strategic Initiatives (001-115-513)

Goal	The goal of the Strategic Initiatives Division is to serve as a bridge from strategic planning to action implementation by ensuring alignment of organizational activities, initiatives, and culture with the overarching strategic vision and plan set forth by the Board of County Commissioners.
Core Objectives	<ol style="list-style-type: none"> 1. Provide for continuous growth of Leon County's leadership team to ensure the organizational culture is instilled throughout all work areas and services. 2. Serve as ombudsman to citizens in need of specialized information and services to ensure interactions remain people focused, performance driven. 3. Coordinate special projects, intergovernmental, and interdepartmental activities on behalf of County Administration. 4. Develop and track annual Federal and State legislative priorities and coordinate related lobbying services. 5. Coordinate and assemble the Commission meeting agenda.
Statutory Responsibilities	N/A
Advisory Board	Tallahassee/Leon County Commission on the Status of Women & Girls

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Estimate
BG4	Bold Goal: Implement 500 citizen ideas, improvements, solutions and opportunities for co-creation¹.	107	100	90	100	103
T3	Strategic Target: Connect 5,000 students and citizens to middle skilled job career opportunities².	886	869	643	175	1,000

Notes:

1. This is subject to citizen feedback. Staff anticipates implementing 100 citizen ideas, improvements, solutions and opportunities for co-creation each year.
2. To reach this Target, staff has identified new opportunities to interact with the community beyond the Leon Works Expo, an annual event with attendance of approximately 500-600 people. This includes the Leon Works Junior Apprenticeship program as well as the EMS internship program. The 2020 Leon Works Expo, scheduled for April 3, 2020 at the FSU Civic Center, was cancelled due to the COVID-19 pandemic. County staff are coordinating with Leon County Schools to determine if this program can safely occur during the next school year.

Performance Measures

Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
G1	Percent of Commission Agenda packets and follow-ups disseminated within scheduled timeframe ¹ .	95%	97%	95%	95%
G2	Percent of Citizens Connect comments and concerns successfully resolved ² .	94%	89%	95%	95%
G2	Number of LEADS Listening Sessions conducted ³ .	32	N/A	33	N/A
G3	Number of Community Legislative Dialogue meetings coordinated and managed ⁴ .	1	1	1	N/A

Notes:

1. Commission Agenda packet and follow-up dissemination rates have remained consistent with a slight increase for FY19.
2. For FY19, 89% 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 the next fiscal year's analysis.
3. LEADS Listening Sessions are held on a two-year cycle. Prior LEADS Listening Sessions were held in 2014, 2016, and 2018. In 2020, a total of 26 LEADS Listening Sessions were conducted. Due to COVID-19, only five sessions conducted in person and participant feedback for the remaining work areas was collected electronically via survey.
4. Staff planned and hosted the Community Legislative Dialogue Meeting for the 2020 Legislative Session on February 14, 2020. A Community Legislative Dialogue Meeting has not been scheduled for the 2021 Legislative Session.

Leon County Fiscal Year 2021 Tentative Budget

Administration

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	550,017	572,005	592,320	-	592,320	611,742
Operating	261,109	259,817	224,657	(8,698)	215,959	224,657
Total Budgetary Costs	811,126	831,822	816,977	(8,698)	808,279	836,399
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	811,126	831,822	816,977	(8,698)	808,279	836,399
Total Revenues	811,126	831,822	816,977	(8,698)	808,279	836,399
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Special Projects Coordinator	1.00	1.00	1.00	-	1.00	1.00
Assistant to County Administrator	1.50	1.50	1.50	-	1.50	1.50
Management Intern	1.00	1.00	1.00	-	1.00	1.00
Agenda Coordinator	1.00	1.00	1.00	-	1.00	1.00
Management Analyst	1.00	1.00	1.00	-	1.00	1.00
Citizen Services Liaison	1.00	1.00	1.00	-	1.00	1.00
Executive Assistant	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	7.50	7.50	7.50	-	7.50	7.50

Note: Assistant to the County Administrator was re-classed from 58 to 59 pay grade with no increased costs.

The major variances for the FY 2021 Strategic Initiatives budget are as follows:

Decrease to Program Funding:

1. Operating decreased by \$36,000 due to transition of funds from Strategic Initiatives to Office of Economic Vitality for the Junior Apprentice program.
2. Decreases in travel and training in the amount of \$8,698 is related to the non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2021 Tentative Budget

Administration

Community & Media Relations (001-116-513)

Goal	The goal of Community and Media Relations is to proactively facilitate the accurate, effective, timely, and consistent flow of public information to internal and external parties of interest, provide community outreach, and serve as the County's liaison with its media partners.
Core Objectives	<ol style="list-style-type: none"> 1. Coordinate special projects, intergovernmental, and interdepartmental activities on behalf of County Administration. 2. Manages Leon County Government's collective information and messaging; fosters proactive and responsive communication with the public; and maintains consistency in messaging, visual presentation and positive representation for the County. 3. Maintains routine contact with local news media outlets and manage shifting relationships with their personnel. 4. Prepares and distributes Leon County news and information via news releases, notices and other publications and oversees the content of Leon County's websites and government broadcast channel. 5. Organizes and manages news conferences, community meetings and special events. 6. Communicates key issues and information to the public and Leon County employees through the County newsletter, electronic publications, advertisements and mass notification alerts via email and texting. 7. Coordinates and executes the annual Neighborhood Recognition Program, and maintains partnerships with local, regional, and national associations. 8. Trains, prepares, and responds for Emergency Communication/Information within the Incident Command System (ICS) and trains/prepares County staff for interaction with media partners.
Statutory Responsibilities	In accordance to Florida Statute 125.001, the Public Information Officer posts public meetings to the County's general calendar and sends public notices to local media in order to appropriately notice all regular and special public meetings.
Advisory Board	N/A

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
G1, G3	Number of news advisories, releases, and notices detailing County activity ¹ .	300	473	300	400
G1, G3	Number of press conferences, community meetings and events ² .	80	88	60	100
G3	Number of participants in Citizen Engagement Series and Club of Honest Citizens ³ .	950	3,000	1,500	2,000
G5	Annual Report distribution ⁴ .	1,650	1,650	1,650	1,650

Notes:

1. The FY 2020 estimate is associated with the average number of advisories and releases detailing County activity.
2. The FY 2017 estimate is the average number of conferences and meetings had over the past couple of years, including years with Hurricane activity.
3. The number of participants increased in FY 2019 due to the added events such as more Club of Honest Citizens events each year. A decrease is anticipated in FY 2020 due to a decrease in events related to COVID-19 and social distancing.
4. Annual Report Video and hard copy distribution is calculated in Annual Report numbers.

Leon County Fiscal Year 2021 Tentative Budget

Administration

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	381,453	457,144	437,981	-	437,981	453,396
Operating	282,515	322,468	312,389	3,156	315,545	321,393
Total Budgetary Costs	663,968	779,612	750,370	3,156	753,526	774,789
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	663,968	779,612	750,370	3,156	753,526	774,789
Total Revenues	663,968	779,612	750,370	3,156	753,526	774,789
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Assistant to County Administrator	0.50	0.50	0.50	-	0.50	0.50
Public Information Specialist	3.00	2.00	1.50	-	1.50	1.50
Public Information Specialist Citizen Engagement Liaison	-	1.00	1.00	-	1.00	1.00
Website Design Coordinator	-	1.00	-	-	-	-
Senior Public Information Specialist	1.00	1.00	1.00	-	1.00	1.00
Graphics and Web Design Lead	-	-	1.00	-	1.00	1.00
Graphic Design Specialist	-	-	1.00	-	1.00	1.00
Digital Communication Engagement Specialist	0.50	0.50	-	-	-	-
Total Full-Time Equivalents (FTE)	5.00	6.00	6.00	-	6.00	6.00

The major variances for the FY 2021 Community and Media Relations budget are as follows:

Decrease to Program Funding:

1. Costs associated with one employee leaving and the hiring of a new employee offset by increased cost of the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Decreases in travel and training in the amount of \$9,344 is related to the non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Increase to Program Funding:

1. Promotional activities increased by \$12,500 for broadcasting various news and events throughout the County (\$9,000) and Sprout Social subscription (3,500).

Leon County Fiscal Year 2021 Tentative Budget

Administration

Human Resources (001-160-513)

Goal	The goal of the Office of Human Resources is to provide program leadership, personnel policy administration and strategic support in the implementation of Leon LEADS by demonstrating the relevance of the County's Core Values and Core Practices in the delivery of Human Resources programs and services to managers, employees, community partners and the public.
Core Objectives	The core objectives of the Office of Human Resources are to provide technical and consultation services in the areas of: Recruitment, Selection, Employment, Orientation, Retention, Separation, Employee Relations, Performance Management, Job Classification, Compensation & Benefits Design/Administration, Legal/Regulatory Compliance, Policy Development, Employee Communications, Professional Development, Attendance/Leave Management, Human Resources Information Systems/Record Management and Employee Well-Being.
Statutory Responsibilities	Title VII of the Civil Rights Act of 1964; Title I of the Americans with Disabilities Act; Veterans Reemployment Rights, Veterans Preference, Uniformed Services Employment and Reemployment Rights Act of 1994; Age Discrimination in Employment Act of 1967; Consumer Credit Protection Act of 1968; Fair Credit Reporting Act of 1969; Family and Medical Leave Act of 1993; Fair Labor Standards Act; Drug Free Workplace Act of 1988; Equal Pay Act of 1963; Immigration and Nationality Act; Internal Revenue Code and Regulations; Health Insurance Portability and Accountability Act of 1996; Consolidated Omnibus Budget Reconciliation Act of 1986; Lily Ledbetter Fair Pay Act of 2009; Florida Statute, Chapter 110.227 "Suspensions, Dismissals, Reductions in Pay, Demotions, Transfers, and Layoffs"; Florida Statute, Chapter 112.313; Code of Ethics; Florida Statute, Florida Retirement System; Leon County Personnel Policies and Procedures, and the Affordable Care Act of 2010 (National Health Care Reform).
Advisory Board	Wellness Works! Team, HR Policy Review and Development Team, Board/Constitutional Office Employee Health Insurance Committee, Award of Excellence Committee, Employee Grievance Review Committee and Sick Leave Pool Committee.

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark*
G1	HR Operating Costs Per Capita	\$3.88	\$9.67

*Florida Benchmarking Consortium

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Estimate
T14	Strategic Target: Achieve 90% employee participation in the County's "My Rewards" Well Being Program ¹	88%	90%	90%	90%	90%
T16	Strategic Target: 100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace ²	10%	45%	100%	100%	100%

Notes:

- The "My Rewards" Program is an incentive-based wellness program designed to help employees participate in healthy lifestyle behaviors. Employees who successfully complete the My Rewards Program each calendar year will receive a 2.5% discount off their annual health insurance premium contribution for the following year. Those who are not eligible include Opt-Out and Spousal employees, since they do not pay for their health insurance, and part time employees, who do not receive health insurance as a benefit. Staff anticipates an annual increase between FY 2017 through FY 2021. This goal was achieved in 2018, and the 90% employee participation rate is expected to remain consistent for increase by FY 2021.
- In FY 2019, Human Resources completed trainings for all existing Leon County Government employees. Human Resources will continue to provide these training to new employees.

Leon County Fiscal Year 2021 Tentative Budget

Administration

Human Resources (001-160-513)

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
G4	Number of requisitions created, and or recruited for vacant positions ¹ .	100	101	100	100
G4	Number of positions filled internally ² .	30	24	30	30
G4	Number of positions filled from outside sources ³ .	40	44	40	40
G4	Average days to fill vacant positions ⁴ .	60	64	64	64
G4	Average Turnover Rate ⁵ .	10%	11%	10%	10%
G2	Number of County/Constitutional employees participating in county-sponsored Wellness Program events ⁶ .	2,400	1,961	2,400	2,400
G2	Number of County/Constitutional employees who successfully completed the Value Based Design My Rewards Program ⁷ .	1,060	1,199	1,065	1,065
G4	Number of employees attending county-sponsored Training and Professional Development events ⁸ .	650	731	700	600
G1	Number of employees completing customer experience training ⁹ .	290	548	619	109
G1	Percentage of new employees completing "on-boarding" within 30 days ¹⁰ .	85%	90%	85%	90%

Notes:

1. The number of requisitions created, and or recruited for vacant positions are fairly consistent. Due to COVID-19 the County has issued a six-month hiring freeze all positions.
2. The number of positions filled internally decreased slightly in FY 2019 due to the hiring of more specialized positions.
3. The number of positions filled from outside sources increased slightly in FY 2019 due to the hiring of more specialized positions.
4. The average days to fill vacant positions remained fairly consistent when compared to FY 2018.
5. The Average Turnover Rate in FY 2019 slightly increased when compared to FY 2018 due to a higher rate of retirements, dismissals and resignations.
6. Employees participating in County-sponsored Wellness Program events decreased by 7% as a result of cancelling the 2019 Employee Benefits and Well-Being Fair due to Hurricane Michael. As a result of COVID19 the Employee Benefits and Well-Being Fair will be held virtually in FY 2020.
7. Employees who successfully completed the Value Based Design My Rewards Program increased in FY 2019.
8. Number of employees attending county-sponsored training and professional development events increased due to an increase in the number of trainings offered by HR staff, along with adding additional staff to provide the trainings. The additional courses offered by HR in 2019 included - New Supervisor Training, Advanced Supervisor Training, Diversity & Inclusion, Workplace Violence, Everything You Wanted to Know About Social Security and Dealing with Difficult People. FY 2021 is expected to see a decrease due to the number of employees previously attending trainings.
9. There was a significant increase in the number of employees completing customer experience training due to efforts to meet the Strategic Initiatives of increased employee training. FY 2021 is expected to see a decrease due to the number of employees previously completing trainings.
10. Percentage of new employees completing "on boarding" training increased slightly in FY 2019 compared to the previous year and coincides with the increase in positions filled from outside sources.

Leon County Fiscal Year 2021 Tentative Budget

Administration

Human Resources (001-160-513)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,118,754	1,176,433	1,204,234	-	1,204,234	1,246,469
Operating	257,471	332,660	333,128	(10,854)	322,274	333,098
Total Budgetary Costs	1,376,226	1,509,093	1,537,362	(10,854)	1,526,508	1,579,567
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,376,226	1,509,093	1,537,362	(10,854)	1,526,508	1,579,567
Total Revenues	1,376,226	1,509,093	1,537,362	(10,854)	1,526,508	1,579,567
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Director of Human Resources	1.00	1.00	1.00	-	1.00	1.00
Employee Engagement & Performance Manager	1.00	1.00	1.00	-	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	-	1.00	1.00
Health and Wellness Coordinator	1.00	1.00	1.00	-	1.00	1.00
Employee Development Coord.	1.00	1.00	1.00	-	1.00	1.00
Compensation Analyst	1.00	1.00	1.00	-	1.00	1.00
HR Records Coordinator	1.00	1.00	1.00	-	1.00	1.00
Human Resources Generalist	2.00	2.00	2.00	-	2.00	2.00
Employee Relations Manager	1.00	1.00	1.00	-	1.00	1.00
Benefits Specialist	1.00	1.00	1.00	-	1.00	1.00
HRIS Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalentents (FTE)	12.00	12.00	12.00	-	12.00	12.00

The major variances for the FY 2021 Human Resources budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% □ 5% based on a 3% average.

Decrease to Program Funding:

1. Decreases in travel and training in the amount of \$10,854 is related to six-month non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget

Administration

Emergency Management Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	521,482	600,780	608,800	-	608,800	628,768
Operating	839,825	960,834	967,170	13,834	981,004	983,783
Capital Outlay	2,398	-	-	-	-	-
Budgeted Reserves	-	-	-	-	-	23,593
Total Budgetary Costs	1,363,705	1,561,614	1,575,970	13,834	1,589,804	1,636,144
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
EM-EMPG Federal Grant (125-952005-525)	77,960	-	-	-	-	-
Emergency Management (125-864-525)	53,888	121,221	121,221	-	121,221	121,221
EMPA Base Grant-State (125-952012-525)	-	-	136,404	-	136,404	141,180
EMPA-Base Grant-State (125-952006-525)	91,710	-	-	-	-	-
EMPA-Base Grant-State (125-952008-525)	34,956	130,319	-	-	-	-
EMPG Federal Grant (125-952009-525)	24,395	94,674	-	-	-	-
EMPG Federal Grant (125-952011-525)	-	-	97,479	-	97,479	101,143
Enhanced E-911-Administration (130-180-525)	1,066,071	1,195,171	1,194,091	13,834	1,207,925	1,245,802
Insurance for E-911 (130-495-525)	-	2,235	2,305	-	2,305	2,328
MIS Automation (130-470-525)	14,725	17,994	24,470	-	24,470	24,470
Total Budget	1,363,705	1,561,614	1,575,970	13,834	1,589,804	1,636,144
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
125 Grants	282,909	346,214	355,104	-	355,104	363,544
130 9-1-1 Emergency Communications	1,080,796	1,215,400	1,220,866	13,834	1,234,700	1,272,600
Total Revenues	1,363,705	1,561,614	1,575,970	13,834	1,589,804	1,636,144
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
EMPA-Base Grant-State	1.00	1.00	-	-	-	-
EMPG Federal Grant	1.00	1.00	1.00	-	1.00	1.00
EMPA Base Grant-State	-	-	1.00	-	1.00	1.00
Enhanced E-911-Administration	5.00	5.00	5.00	-	5.00	5.00
Total Full-Time Equivalentents (FTE)	7.00	7.00	7.00	-	7.00	7.00

Leon County Fiscal Year 2021 Tentative Budget

Administration

Emergency Management (125-864-525)

Mission	The mission of Emergency Management is to save lives and protect the property of the residents of Leon County through the coordination of cost-effective and integrated public safety programs.
Core Objectives	<ol style="list-style-type: none"> 1. Maintain the Comprehensive Emergency Management Plan. 2. Maintain the functionality of the Emergency Operations Center. 3. Review health care facility plans. 4. Provide education on disaster preparedness, response, recovery, and mitigation.
Statutory Responsibilities	<p>F.S. 252.31-252.60 – State Emergency Management Act</p> <p>F.S. 395.1055 – Hospital Licensing and Regulation</p> <p>F.S. 400.23 – Nursing Homes and Related Health Care Facilities</p> <p>F.S. 429.41 – Assisted Care Communities</p>
Advisory Board	Local Emergency Planning Committee for Hazardous Materials; North Florida Domestic Security Task Force; Florida Domestic Security State Working Group Executive Committee; Local Mitigation Strategy Steering Committee; Florida Division of Emergency Management, Emergency Management Advisory Workgroup

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Q3	Number of annual exercises conducted/participated in ¹ .	7	4	4	4
Q3	Number of health care facility plans reviewed ² .	42	48	50	51
Q3	Number of presentations conducted ³ .	13	12	14	12
Q3	Number of planning meetings facilitated ⁴ .	10	8	6	6

Notes:

1. Exercises provide an opportunity to test plans and procedures in a simulated experience. Federal guidelines require emergency management to participate in a minimum of one exercise per quarter. Participation in various exercises is based on availability. Several exercises hosted by outside organizations are held biennially.
2. Emergency Management is required to review health care facility emergency management plans for certain facilities licensed by the Agency for Health Care Administration. New changes to Florida Administrative Code regarding emergency power requirements for nursing homes and assisted living facilities resulted in additional emergency power plans being implemented during this past year.
3. Fewer request for presentations were received in FY 2019. Presentations are estimated to increase slightly due to COVID-19.
4. FY 2019 planning meetings were hosted to address #Hurricane Strong criteria, preparedness programs (Build Your Own Bucket, Disaster Survival Guide, Citizens Engagement Series), and exercises (regional WebEOC, Risk Shelter Activation). FY 2019, post-Hurricane Michael activity decreased due to implementation/continuation of plans previously established.

Leon County Fiscal Year 2021 Tentative Budget

Administration

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	51,490	121,221	121,221	-	121,221	121,221
Capital Outlay	2,398	-	-	-	-	-
Total Budgetary Costs	53,888	121,221	121,221	-	121,221	121,221
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
125 Grants	53,888	121,221	121,221	-	121,221	121,221
Total Revenues	53,888	121,221	121,221	-	121,221	121,221

FY 2021 Emergency Management Grant Match budget remained level.

Leon County Fiscal Year 2021 Tentative Budget

Administration

Emergency Management - EMPG Federal Grant (125-952011-525)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	-	-	97,479	-	97,479	101,143
Total Budgetary Costs	-	-	97,479	-	97,479	101,143
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
125 Grants	-	-	97,479	-	97,479	101,143
Total Revenues	-	-	97,479	-	97,479	101,143
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Emergency Management Coordinator	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	-	-	1.00	-	1.00	1.00

FY 2021 EMPG Base Grant are as follows:

Positions are funded by state grants. New grants are anticipated from the Florida Division of Emergency Management for July 2021 to coincide with the State fiscal year. FY 2021 funding reflects the county annually budgeted personnel.

Leon County Fiscal Year 2021 Tentative Budget

Administration

Emergency Management - EMPA Base Grant-State (125-952012-525)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	-	-	136,404	-	136,404	141,180
Total Budgetary Costs	-	-	136,404	-	136,404	141,180
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
125 Grants	-	-	136,404	-	136,404	141,180
Total Revenues	-	-	136,404	-	136,404	141,180
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Director of Emergency Management	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	-	-	1.00	-	1.00	1.00

FY 2021 EMPA Base Grant are as follows:

Positions are funded by state grants. New grants are anticipated from the Florida Division of Emergency Management for July 2021 to coincide with the State fiscal year. FY 2021 funding reflects the county annually budgeted personnel costs.

Leon County Fiscal Year 2021 Tentative Budget

Administration

Enhanced 9-1-1 (130-180-586)

Mission	The mission of the 9-1-1 System is to provide Next Generation 9-1-1 services for the reporting of emergencies to response agencies including Law enforcement, Fire Department and Emergency Medical Services (EMS).
Core Objectives	<ol style="list-style-type: none"> 1. Maintain the Master Street Address Guide to ensure 9-1-1 database accuracy. 2. Respond to requests for 9-1-1 information. 3. Develop digital map displays for the 9-1-1 system to pinpoint the location of landline and cellular callers.
Statutory Responsibilities	F.S. 365.171-175 – 9-1-1 and Wireless Enhanced 9-1-1
Advisory Board	State and National Emergency Number Association; State of Florida E-911 Board

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Q3	Number of days taken to respond to subpoena requests for 9-1-1 ¹ .	1	1	1	1
Q3	Number of responses to requests for 911 records ² .	752	873	825	875
Q3	Percent of 9-1-1 database accuracy ³ .	99.6%	99%	99%	99%
Q3	Number of Master Street Address Guide validations ⁴ .	1,057	1,250	1,250	1,250

- Notes:
1. Subpoenas for 9-1-1 records are received daily, and staff attends to them as they are received from the State Attorney's Office.
 2. Requests for 9-1-1 records are received throughout the year and reflect public records requests and State Attorney's subpoenas. User demand will drive this number from year to year. FY19 saw a significant increase in records requests.
 3. Percentage of database records where landline number and physical location is a correct match. Database accuracy must meet or exceed 90% per state standards.
 4. Data collection methodology has improved by use of automated validation via GIS data for street segments, requiring less manual validation over the course of a year. A trend in manual validation decreased and will continue to decrease in succeeding years.

Leon County Fiscal Year 2021 Tentative Budget

Administration

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	292,462	375,787	374,917	-	374,917	386,445
Operating	773,609	819,384	819,174	13,834	833,008	835,764
Budgeted Reserves	-	-	-	-	-	23,593
Total Budgetary Costs	1,066,071	1,195,171	1,194,091	13,834	1,207,925	1,245,802
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
130 9-1-1 Emergency Communications	1,066,071	1,195,171	1,194,091	13,834	1,207,925	1,245,802
Total Revenues	1,066,071	1,195,171	1,194,091	13,834	1,207,925	1,245,802
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
E-911 Systems Manager	1.00	1.00	1.00	-	1.00	1.00
911 Data Analyst	1.00	1.00	1.00	-	1.00	1.00
911 System Administrator	1.00	1.00	1.00	-	1.00	1.00
911 System Specialist	1.00	1.00	1.00	-	1.00	1.00
EM-Administrative Assistant	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalentents (FTE)	5.00	5.00	5.00	-	5.00	5.00

The major variances for the FY 2021 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 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Other current charges & obligations increased in the amount of \$11,334 to accurately record items that historically posted to other contractual services.
3. Other current charges increased in the amount of \$2,500 for equipment contingency.

Leon County Fiscal Year 2021 Tentative Budget

Administration

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	14,725	17,994	24,470	-	24,470	24,470
Total Budgetary Costs	14,725	17,994	24,470	-	24,470	24,470
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
130 9-1-1 Emergency Communications	14,725	17,994	24,470	-	24,470	24,470
Total Revenues	14,725	17,994	24,470	-	24,470	24,470

Leon County Fiscal Year 2021 Tentative Budget

Administration

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	-	2,235	2,305	-	2,305	2,328
Total Budgetary Costs	-	2,235	2,305	-	2,305	2,328
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
130 9-1-1 Emergency Communications	-	2,235	2,305	-	2,305	2,328
Total Revenues	-	2,235	2,305	-	2,305	2,328

Leon County Fiscal Year 2021 Tentative Budget

Administration

Volunteer Services (001-113-513)

Goal	To empower citizens to answer local needs through volunteerism and community engagement.
Core Objectives	<ol style="list-style-type: none"> Promote volunteerism, build the capacity of local volunteer programs and participate in strategic initiatives that mobilize volunteers from all sectors. Screen, interview, and place volunteers, interns, and court-ordered workers by matching their skills, talents, and interests with Leon County departmental needs. Administers "Volunteer Connection "matching system portal to connect local volunteers with local volunteer opportunities. Coordinate Leon County's internal employee volunteer program in which employees are allowed up to four hours of administrative leave per month to volunteer in community-based organizations. Coordinate the following programs: County Government Internship and Service Learning Program, County Library Volunteer Program, Big Bend Community Organizations Active in Disaster (COAD), Summer Youth Training Program, 9/11 Day of Service, Annual Volunteer Firefighter Firetruck Round-Up.
Statutory Responsibilities	Florida Statute 252.38 (1)(b) requires each county to develop a county emergency management plan and program coordinated and consistent with the State Comprehensive Emergency Management Plan and Program requiring the coordination of volunteers and donations.
Advisory Board	None

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimates	FY 2021 Estimates
Q4	Number of citizen volunteers coordinated	5,770	4,874	2,500	3,500
Q4	Number of county departments utilizing volunteers annually	15	15	15	20
Q4	Number of volunteers hours	90,515	72,933	36,000	60,000
Q4	Dollar value of volunteer time	\$2,234,815	\$1,854,686	\$979,000	\$1,500,000

Notes:

- There was a 16% decline of volunteers reported by departments over FY 2018 as a result of an anticipated drop in FY 2019 due to fewer reoccurring volunteers within the County (from 2,181 in FY 2018 to 1,878 in FY 2019). Projections also included a utilization of approximately 200 volunteers through The Big Event's, a local student-led non-profit organization, annual day of service; however, The Big Event's partnered service sites did not include County organizations (County parks, Libraries, etc.) in FY 2019. There is a 38% decline of volunteers reported by departments for FY 2020 as a result of the Covid-19 Pandemic. The County suspended volunteers and interns within County departments in March 2020. FY 2021 shows an estimated increase due to sanctions potentially lifting of COVID-19 restrictions.
- An average of 171 citizens volunteered each month across 15 County Departments in FY 2019. The number of departments using volunteers in FY 2020 are estimated to stay the same due the pandemic only those 15 County Departments which were using volunteers before March were included.
- Though the total volume of hours volunteered by citizens in FY 2019 fell by 17,582 (24%), the average number of hours volunteered per citizen remained roughly the same. Volunteers served an average of 15.7 hours each in FY 2018 (90,515 total volunteer hours / 5,770 total volunteers) and served an average of 15.0 hours each in FY 2019 (72,933 total volunteer hours / 4,874 total volunteers). Moreover, in FY 2020 and FY 2021 the expected decrease in volunteers is related to the slow-down of programs/activities due COVID-19 and Stay-at-Home orders.
- Though the Independent Sector Volunteer Hour Rate changed from \$24.69 to \$25.43 in FY 2019, the fall in the volume of volunteers and total volunteer time resulted in a 20% lower total Dollar Value of Volunteer Time in FY 2019. Moreover, In FY 2020 and FY 2021 the decline is related to the slow-down of programs/activities due COVID-19 and Stay-at-Home orders.

Leon County Fiscal Year 2021 Tentative Budget

Administration

Volunteer Services (001-113-513)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	180,438	187,326	160,154	-	160,154	164,335
Operating	17,849	29,013	29,803	(1,732)	28,071	30,118
Total Budgetary Costs	198,287	216,339	189,957	(1,732)	188,225	194,453
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	198,287	216,339	189,957	(1,732)	188,225	194,453
Total Revenues	198,287	216,339	189,957	(1,732)	188,225	194,453
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Volunteer Services Manager	-	-	1.00	-	1.00	1.00
Volunteer Services Coordinator	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	-	-	2.00	-	2.00	2.00

The major variances for the FY 2021 Volunteer Center budget are as follows:

Decrease to Program Funding:

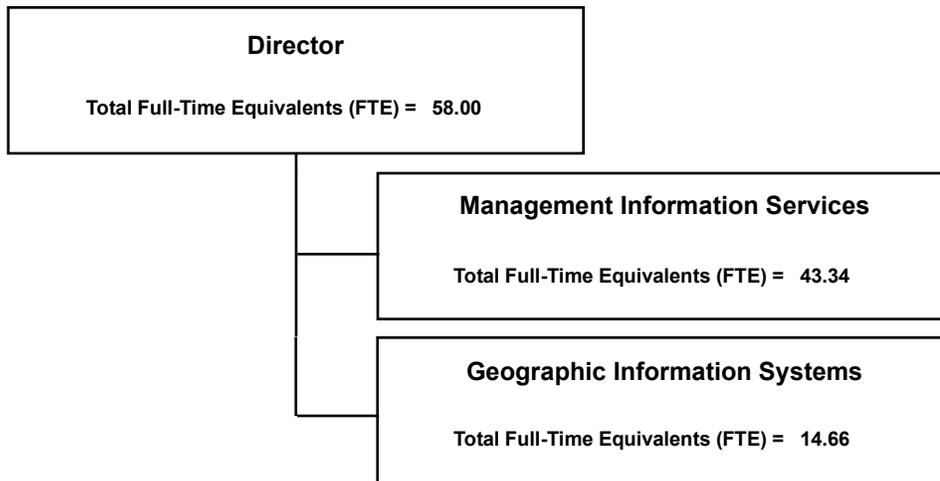
1. Decrease in personnel services due the retirement of a long time employee and the re-class of a position offset by increased cost associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Decreases in travel and training in the amount of \$1,732 is related to the six-month non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget**Office of Information and Technology**

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Leon County Fiscal Year 2021 Tentative Budget

Office of Information and Technology



Leon County Fiscal Year 2021 Tentative Budget

Office of Information Technology

Executive Summary

The Office of Information and Technology (OIT) section of the Leon County FY 2021 Tentative Budget is comprised of the Management Information Services (MIS) division and Geographic Information Systems (GIS) division. The MIS and GIS divisions provide reliable and effective technology and telecommunications products and services, which enable County offices to fulfill their respective goals and missions.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the OIT Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. This is a road map and broad plan of action for accomplishing Board priorities and serves as a gauge for the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

Recent new solutions include: upgrading the County-wide telephone system; upgrading and redeveloping the permitting tracking system, and improvements to cyber security solutions. The biggest implementation was affecting a major paradigm shift in the workplace by providing successful solutions for telecommuting in response to the COVID-19 pandemic. MIS provided solutions for hundreds of teleworkers in 3 days. MIS provided a solution that allows expanded teleconferencing for work groups to facilitate social distancing. Additionally, MIS provided a solution to allow live broadcasts of the commission meetings with citizen engagement while abiding by social distancing requirements. MIS continues to maintain a robust infrastructure and computing environment that supports over 2,000 users and 8,000 devices at 80 sites, and a virtualized environment with over 700 servers and a storage environment of over 1 petabyte (over 1,000 terabytes).

Cyber security is a top priority. Employee awareness training has been implemented and encryption of the internal network and many layers of protection from spam, viruses, and malware have been instituted. Enhanced security monitoring has been implemented in support of the Elections Office, as well as covering the entire network. 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, HSCP's work order management system, HR's e-recruitment system as well as many IT services for MIS. Application solutions provided by in-house staff include: supports of the Intranet and Internet website; the County's Committee Tracking System; and upgrades for the County's HR and Finance systems.

As part of the County's 2017-2021 Strategic Plan, MIS has transitioned the entire County (including the Clerk, Sheriff, Tax Collector, Elections, Court Administration, Public Defender, State Attorney) from Groupwise to Microsoft Office 365 with nearly 2,500 accounts. Efforts are underway to deploy 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 divisions. Additionally, GIS is integrated into the permitting systems for the City and the County, along with a shared portal for citizens and the building community for permitting information. As part of the County's reorganization of Emergency Management, TCGIS now supports WebEOC, a multi-county shared emergency incident system tracking system, which was critical to the support efforts during and after Hurricane Michael and also used during the COVID-19 activation. In response to COVID-19 social distancing requirements, GIS developed a mapping website to help businesses get the word out named "Open For Takeout" which maps and provides contact information for restaurants offering take-out and curbside services to our citizens. This site was created using the technology used in the Open for Business site that was used following Hurricane Michael to let citizens know which businesses were open following massive power outages and damage from the storm.

OIT supported office moves and facility remodels throughout the County and specifically for the Cooperative Extension building in preparation for upcoming moves of Housing, Veterans, and Volunteer Services; assisting and providing construction guidance for the Tourism storefront at Cascades Park building and OEV/Blueprint moves in the Annex Building; and, numerous audio/video enhancements in conference rooms. Required support for the courts continues with the Justice Information System for criminal case management as well as the Jail Management System for the Sheriff's Office.

Leon County placed in the top ten of counties with populations of 250,000 – 499,999 for the past seven years and was awarded the 2019 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 2021 Tentative Budget		
Office of Information and Technology Business Plan		
Mission Statement	The mission of the Leon County Office of Information and Technology is to provide reliable and effective technology and telecommunications solutions and services to county agencies to enable them to fulfill their missions in serving the citizens of Leon County.	
Strategic Priorities	<p>Quality of Life</p> <ul style="list-style-type: none"> • Q2 – Provide relevant library offerings which promote literacy, life-long learning and social equity. • Q3 – Provide essential public safety infrastructure and services. <p>Governance</p> <ul style="list-style-type: none"> • G1 – Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. • G2 – Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. • G5 – Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. 	
Strategic Initiatives <small>October 1, 2017 – September 30, 2021</small>	<ol style="list-style-type: none"> 1. Implement migration from Groupwise to Microsoft Outlook to better integrate with other software applications that utilize automated notifications, workflows and approvals. (G2) 2. Continue the deployment of an updated permitting system that is modernized to use mobile and online technologies. (G1, G2, G5) 3. Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (Q3) 4. Explore opportunities to increase to high speed internet access through a “mobile hot spot” library lending program. (Q2) 	<p>Ongoing/Complete</p> <p>Ongoing/Complete</p> <p>Ongoing/Complete</p> <p>Complete</p>
Actions	<ol style="list-style-type: none"> 1. <ol style="list-style-type: none"> A.) Secured services for the Active Directory review and mitigate for any recommended configurations. B.) Train technical staff and implement test areas for OIT. C.) Launch Migration/Implementation configuration. D.) Go live for users. E.) Lunch and Learn Sessions. F.) Replacement of Survey Monkey with Forms. G.) Re-Engineering Agenda Process with One Drive and Flow. H.) Teams Deployment. I.) Reengineer agenda process with One Drive and Flow. 2. <ol style="list-style-type: none"> A.) Working with vendors to develop process improvements and to finalize GIS interface. B.) Working with vendors to develop enhancements to report creation processes for DSEM. 3. <ol style="list-style-type: none"> A.) In coordination with EMS, implement additional data sharing systems with Tallahassee Memorial Healthcare and Capital Regional Medical Center. B.) Participate in Cardiac Arrest Registry to Enhance Survival program. C.) Continue to monitor hot spot circulation. 4. <ol style="list-style-type: none"> A.) Work group formed with Library staff and MIS formed November 2017 to determine “mobile hot spot” purchase and to develop circulation guidelines and procedures for the pilot lending program. B.) 35 “hot spots” have been made available to the public. 	<p>MIS</p> <p>MIS/GIS</p> <p>MIS</p> <p>MIS</p>

Leon County Fiscal Year 2021 Tentative Budget

Office of Information and Technology

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	5,956,149	6,062,861	6,154,514	(31,867)	6,122,647	6,359,472
Operating	3,090,177	3,231,736	3,139,246	320,702	3,459,948	3,750,487
Total Budgetary Costs	9,046,326	9,294,597	9,293,760	288,835	9,582,595	10,109,959
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Management Information Services	6,983,526	7,191,373	7,165,582	317,893	7,483,475	7,929,170
Geographic Information Systems	2,062,800	2,103,224	2,128,178	(29,058)	2,099,120	2,180,789
Total Budget	9,046,326	9,294,597	9,293,760	288,835	9,582,595	10,109,959
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	9,046,326	9,294,597	9,293,760	288,835	9,582,595	10,109,959
Total Revenues	9,046,326	9,294,597	9,293,760	288,835	9,582,595	10,109,959
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Geographic Information Systems	14.66	14.66	14.66	-	14.66	14.66
Management Information Services	44.34	43.34	43.34	-	43.34	43.34
Total Full-Time Equivalents (FTE)	59.00	58.00	58.00	-	58.00	58.00

Leon County Fiscal Year 2021 Tentative Budget

Office of Information Technology

Management Information Services (001-171-513)

Goal	The goal of Management Information Services (MIS) is to serve end users with continually improved, efficient, cost effective technology and telecommunications products, services, and information so that customers are totally satisfied and able to fulfill their missions.
Core Objectives	<ol style="list-style-type: none"> 1. Provide technology infrastructure and support for the County, the Consolidated Dispatch Agency and Public Safety Complex, other County Constitutional Officers (Sheriff, Elections, Tax Collector, and Property Appraiser), and Article V agencies (Courts, State Attorney, Public Defender, Clerk, and Guardian Ad Litem). 2. Provide and maintain county network connectivity for all buildings and offices of the County, Constitutional Officers, Article V agencies and the 2nd Judicial Circuit courtrooms and detention centers in Gadsden, Wakulla, Jefferson, Franklin, and Liberty counties. 3. Provide and maintain Internet 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. 4. Provide for mobile office services to Building Inspection, Public Works Operations, Animal Control, Emergency Medical Services (EMS), Facilities, and other field workers. Also, support the agenda process with iPads and paperless agendas and expand field use of work order systems. 5. Maintain network file systems, storage, and provide system security firewalls, SPAM and virus protection. 6. Provide telephone and voice mail services for the County and the Supervisor of Elections, the Public Defender and State Attorney offices, Guardian Ad Litem, Health Department, the Property Appraiser's Office, the Tax Collector's Office, the Sheriff's Office, Court Administration, and the Clerk's Office. 7. Provide e-mail services for the County, Constitutional Officers, and Article V agencies. 8. Support and provide connectivity and apps for over 800 mobile devices such as smart phones and tablets. 9. Operate the central data center and a disaster recovery site, support and maintain over 50 physical servers and over 700 servers within a virtualized infrastructure environment, provide backup and restoration management, disaster recovery and business continuity services. 10. Support, maintain, and replace over 3,000 devices such as laptops, tablets, printers, personal computers, and desktop software (Microsoft Office Suite) for the County, Constitutional Officers, Article V agencies, and the public systems within the library facilities. 11. Develop, maintain and enhance the inter-agency Criminal Justice Information System (JIS) for the justice community. The JIS supports the Clerk's Office, the Courts, State Attorney, Public Defender, Sheriff's Office, Probation and Supervised Pretrial Release. 12. Develop and maintain and enhance the Jail Management Information System as well as case management and work release management software applications for Probation, Supervised Pretrial Release, and the Sheriff's Office. 13. Maintain the pawnshop network system, an award-winning system, which is currently being used by more than 30 Florida and Georgia counties. 14. Provide technical support to the Supervisor of Elections at all voting locations for all elections. 16. Develop and maintain web services (including an Intranet for the County; websites for the County, Court Admin, Tax Collector, Supervisor of Elections, State Attorney, County Medical Examiner, and the Tourist Development Council) and online web applications (such as Board meetings, workshops, agendas, calendars, job applications, customer problem reporting, permitting, online Purchasing, Summer Youth applications, Library Services, Volunteer Services, Parks Reservations, Have a Hurricane Plan, and the Emergency Information Portal). Provide for mobile versions of the website for smart devices. 17. Support, maintain, and upgrade work order management systems, including Banner (Finance, Purchasing, Human Resources, and Payroll), Infor (Public Works, Facilities Mgmt., MIS), Animal Control, Faster (Fleet), Paradigm (Landfill), Halogen E-Appraisal (Human Resources), Permits and Enforcement Tracking Software (DSEM), E-Pro and Telestaff (EMS), Cycom (County Attorney's Office) and SIRSI (Library). Continue to collapse single work order management systems into the enterprise Infor system, as appropriate.

Leon County Fiscal Year 2021 Tentative Budget

Office of Information Technology

Core Objectives	<p>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).</p> <p>19. Implement electronic document management through Project Dox and/or AppXtnder for Public Works, Animal Control, Engineering, DSEM Divisions, Veterans Services, Human Resources, HSCP, the County Attorney's Office, the Office for Intervention and Detention Alternatives, and other divisions or offices as they become ready.</p> <p>20. Provide technology, telecommunications, and A/V support for the Public Safety Complex.</p> <p>21. Develop and support visualization solutions through digital signage for the Libraries and Facilities.</p> <p>22. Provide, maintain, and support secure telecommuting solutions for Leon County Government, Court Administration, Public Defender, State Attorney, Elections, and Tax Collector.</p>
Statutory Responsibilities	Florida State Constitution under Article V (Judiciary), Section 14 (Funding) requires provision of communications services, existing radio systems, and existing multi-agency criminal justice information systems for the Trial Courts (Court Administration and the Clerk of the Court), the State Attorney, and the Public Defender within the Second Judicial Circuit.
Advisory Board	The Criminal Justice Coordinating Council is the executive steering committee for the Justice Information System. Internally, the Justice Information Systems Agreement of 2001, re-ratified in January 2007, by the Criminal Justice Coordinating Council, governs the responsibilities and expectations of the multi-agency criminal justice system called JIS.

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark* (Median Values for City/County Sector)
G1	Average number of users per MIS Full Time Equivalent (FTE) (2,200 users/45 MIS Staff)	49:1	45:1
G1	Average number of Devices per Information Technician (IT Staff) (8,000/45 MIS Staff)	177:1	70:1
G1	Total IT Spending (Operating and CIPs) as Percentage of Budget	3.6%	5.77%
G1	Number of Network Sites	75	44

***Benchmark Sources:**

- February 2017 Robert Half Technology reports 45:1 staffing levels for enterprise networks
- November 2017 Deloitte Insights states all industries are at 3.28% and Education/Non-Profits are at 5.77%
- 2014/2015 Computer Economics Report on IT Spending and Staffing (an information and technology research/advisory firm)

Performance Measures					
Priorities	Performance Measures	FY 2018 Actual	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
G1, G3	Average number of e-mails processed each month (millions) ¹	1.14	1.08	0.79	1.0
G1	Approximate amount of valid e-mails (balance after malware/viruses trapped) ²	61%	62%	68%	65%
Q1, Q2	Average monthly visits to Leon County website ³	106,930	289,251	281,655	300,000
G1	Percent of help calls completed the same day ⁴	50%	56%	68%	50%
G1	Number of new applications/services deployed ⁵	4	10	9	5

Notes:

- Estimated FY 2020 decrease is due to a decline in user activity within certain departments during the COVID-19 pandemic. Total number of emails are expected to increase slightly for FY21 due to the Public Defender being integrated into Office 365.
- With the move to Office 365, over half of email is processed within the O365 environment. The remainder consists of external email of which 39% are being trapped as viruses/malware.
- Visits rose in FY19 due to an increase in the use of the mobile app and the Emergency Information Portal during Hurricane Michael and is expected to rise in FY 2021.
- During the first two quarters of FY20, 84% of all calls are closed within a five-day period.
- In FY20, staff implemented several new applications: Digital Signatures; Data Loss Prevention; Network Access Control; Upgraded Avaya system with new Console software; TEAMS deployments; Work from Home solutions; Camino for DSEM; Single family home improvements for DSEM; and CARES Act Frontend.

Leon County Fiscal Year 2021 Tentative Budget

Office of Information and Technology

Management Information Services Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	4,461,747	4,539,207	4,605,591	(31,867)	4,573,724	4,757,938
Operating	2,521,778	2,652,166	2,559,991	349,760	2,909,751	3,171,232
Total Budgetary Costs	6,983,526	7,191,373	7,165,582	317,893	7,483,475	7,929,170
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Management Information Services (001-171-513)	6,785,180	6,922,449	6,902,817	318,746	7,221,563	7,659,708
Public Safety Complex Technology (001-411-529)	198,345	268,924	262,765	(853)	261,912	269,462
Total Budget	6,983,526	7,191,373	7,165,582	317,893	7,483,475	7,929,170
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	6,983,526	7,191,373	7,165,582	317,893	7,483,475	7,929,170
Total Revenues	6,983,526	7,191,373	7,165,582	317,893	7,483,475	7,929,170
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Management Information Services	42.84	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 Equivalentents (FTE)	44.34	43.34	43.34	-	43.34	43.34

Leon County Fiscal Year 2021 Tentative Budget

Office of Information and Technology

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	4,318,301	4,400,503	4,468,426	(31,867)	4,436,559	4,616,576
Operating	2,466,879	2,521,946	2,434,391	350,613	2,785,004	3,043,132
Total Budgetary Costs	6,785,180	6,922,449	6,902,817	318,746	7,221,563	7,659,708
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	6,785,180	6,922,449	6,902,817	318,746	7,221,563	7,659,708
Total Revenues	6,785,180	6,922,449	6,902,817	318,746	7,221,563	7,659,708
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Oracle Enterprise Architect	1.00	1.00	1.00	-	1.00	1.00
Chief Information Officer	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-Admin Services	1.00	1.00	1.00	-	1.00	1.00
Director of Applications & Development	1.00	1.00	1.00	-	1.00	1.00
Public Safety Applications Mngr.	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 Services	1.00	1.00	1.00	-	1.00	1.00
Applications Systems Analyst III	2.00	2.00	2.00	-	2.00	2.00
Applicat Integration Architect	1.00	1.00	1.00	-	1.00	1.00
IT Technical Support Specialist II	5.00	5.00	5.00	-	5.00	5.00
MIS Special Projects Coord.	1.00	1.00	1.00	-	1.00	1.00
Network Systems Analyst I	2.00	2.00	2.00	-	2.00	2.00
Applications Systems Analyst I	3.00	2.00	1.00	-	1.00	1.00
Applications Systems Analyst II	6.00	6.00	7.00	-	7.00	7.00
Network Systems Analyst II	4.50	4.50	4.50	-	4.50	4.50
Network Systems Analyst III	2.00	2.00	2.00	-	2.00	2.00
EDMS Technician	1.00	1.00	-	-	-	-
OIT Financial Analyst	-	-	1.00	-	1.00	1.00
OIT Office Coordinator	-	-	0.67	-	0.67	0.67
Computer Asset Analyst	1.00	1.00	1.00	-	1.00	1.00
Senior IT Technical Support Specialist	3.00	3.00	3.00	-	3.00	3.00
IT Coordinator-Network	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate VI	0.67	0.67	-	-	-	-
Total Full-Time Equivalents (FTE)	42.84	41.84	41.84	-	41.84	41.84

The major variances for the FY 2021 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 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Operating expenses in the amount of \$387,275 associated with digital security services, DNS website registrations, a contractual increase for development staff tools and various management software renewal increases, the Human Services case management system, GovDelivery, researching & benchmarking services, and security managed services. These increases are offset by the decreases listed below.

Decreases to Program Funding:

1. Decreases in personnel costs in the amount of \$31,867 related to the six-month hiring freeze implemented by the County as part of the FY 2021 budget balancing strategy.
2. Decreases in travel (\$10,283) and training (\$26,040) related to the six-month non-essential travel & training freeze implemented as part of the FY 2021 budget balancing strategy.
3. Costs associated with software implementation in the amount of \$25,000.

Leon County Fiscal Year 2021 Tentative Budget

Office of Information and Technology

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	143,446	138,704	137,165	-	137,165	141,362
Operating	54,899	130,220	125,600	(853)	124,747	128,100
Total Budgetary Costs	198,345	268,924	262,765	(853)	261,912	269,462
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	198,345	268,924	262,765	(853)	261,912	269,462
Total Revenues	198,345	268,924	262,765	(853)	261,912	269,462
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Network Systems Analyst I	1.00	1.00	1.00	-	1.00	1.00
Network Systems Analyst II	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	1.50	1.50	1.50	-	1.50	1.50

The Public Safety Complex (PSC) officially opened in July 2013. The PSC budget is jointly funded 50/50 with the City of Tallahassee. The budget presented here shows 100% of the costs of the PSC Technology; the City's share is reflected as an offsetting revenue.

The major variances for the FY 2021 Public Safety Complex Technology budget are as follows:

Decreases to Program Funding:

1. Decreases in travel (\$2,080) and training (\$1,273) are related to the non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.
2. Phone system costs in the amount of \$7,320 related to a decrease in utilization of the communications system. These decreases are offset by an increase of \$2,500, associated with a call recording system.

Leon County Fiscal Year 2021 Tentative Budget

Office of Information Technology

Geographic Information Systems (001-421-539)

Goal	The goal of the Tallahassee-Leon County GIS is to work in partnership with county agencies to provide accurate, consistent, accessible, affordable, and comprehensive GIS data, GIS infrastructure, and GIS services to support the unique business needs of Leon County and the citizens we serve.
Core Objectives	<ol style="list-style-type: none"> 1. Development and management of high-accuracy planimetric and topographic basemap data. 2. Creation, compilation, access and distribution of derived and thematic GIS data. 3. Manage the overall quality and integrity of departmental GIS data. 4. Provide access to GIS analytical tools. 5. Integrate GIS technology, service and support into the business processes of government. 6. Identify additional sources of GIS data to support government activities and services.
Statutory Responsibilities	Florida Statute 7 – County Boundaries: Section 7.37 – Leon County ; Florida Statute 101 – Voting Methods & Procedures: 101.001 – Precincts and polling places, boundaries; Florida Statutes 163 – Intergovernmental Programs: Section 163.2511-163.3248 – Growth Policy; County and Municipal Planning; Land Development Regulation, Section 163.330-163.403 – Community Redevelopment, Section 163.501-163.526 – Neighborhood Improvement Districts, Section 163.565-163.572 – Regional Transportation Authorities; Florida States 166 – Municipalities: Section 166.231 – Public service tax; Florida Statutes 192 – Taxation: General Provisions, Non-ad Valorem; Florida Statutes 193 – Assessments: Section 193.023 – Property Appraiser’s requirement established to provide or pay for other certified aerial imagery at FDOR specifications every three years., Section 195.002 – Property Appraiser and use of Aerial Imagery in Inspections; Florida Statute 202 – Communications Services Tax simplification Law: Section 202.19 Local Communications Tax; Florida Statute 472 – Land Surveying and Mapping: Section 472.027 – Minimum technical standards for surveying and mapping; City of Tallahassee Environmental Ordinance; Leon County Environmental Management Act; Local Comprehensive Plan; Interlocal Agreement for a Geographic information System, May 16, 1990; Senate Bill 360
Advisory Board	GIS Executive Committee, GIS Steering Committee, Permit Enforcement & Tracking System (PETS) Steering Committee, GIS Development Team, PETS Development Team, Addressing Steering Committee, Local Mitigation Strategy Committee (LMS)

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G1, G3	Number of Business Units that use GIS.	62	48 (75% of depts.)
G3, Q2	Number of Layers of Data Maintained.	632	420
G1, G3, Q1	Number of Web Sites and Custom Applications.	124	28

*Benchmark Source: Aegis Business Technologies provided a benchmarking report for TLC GIS in May 2010.

Performance Measures					
Priorities	Performance Measures	FY 2018 Actual	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
G1	Provide customer response to system and software requests within (1) hour 100% of the time.	95%	95%	95%	95%
G1, Q1	Increase GIS internet applications, services and downloadable files by 20% annually.	50%	50%	20%	20%
G1, Q1	Increase ArcGIS Online user accounts by 20% annually.	25%	20%	25%	20%
G1	Provide maintenance of base map components per schedule matrix, as required.	100%	100%	100%	100%
G3, Q2	Layers of data maintained (such as aerial photography; addressing; streets; building footprints, hydrography; elevation; flood zones; land use and zoning, subdivisions; easements). ¹	609	617	640	650
G3	Published web services. ²	257	421	2,588	2,800

- Notes:
1. The number of data layers maintained varies from year to year, as older data layers are consolidated, and new data layers are created.
 2. The dramatic increase in FY 2020 is associated with the implementation of a more comprehensive method of calculating web services. Unlike the previous method, this new method includes both on-premise and cloud-based published web services.

Leon County Fiscal Year 2021 Tentative Budget

Office of Information and Technology

Geographic Info. Systems (001-421-539)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,494,402	1,523,654	1,548,923	-	1,548,923	1,601,534
Operating	568,399	579,570	579,255	(29,058)	550,197	579,255
Total Budgetary Costs	<u>2,062,800</u>	<u>2,103,224</u>	<u>2,128,178</u>	<u>(29,058)</u>	<u>2,099,120</u>	<u>2,180,789</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	2,062,800	2,103,224	2,128,178	(29,058)	2,099,120	2,180,789
Total Revenues	<u>2,062,800</u>	<u>2,103,224</u>	<u>2,128,178</u>	<u>(29,058)</u>	<u>2,099,120</u>	<u>2,180,789</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
GIS Coordinator	1.00	1.00	1.00	-	1.00	1.00
Chief Information Officer	0.33	0.33	0.33	-	0.33	0.33
Applications Systems Analyst III	-	-	1.00	-	1.00	1.00
Unix System Adm.-GIS	1.00	1.00	-	-	-	-
GIS Project Manager	1.00	1.00	1.00	-	1.00	1.00
GIS Specialist II	1.00	1.00	-	-	-	-
GIS Oracle Database Administrator	1.00	1.00	1.00	-	1.00	1.00
GIS Network Systems Administrator	1.00	1.00	1.00	-	1.00	1.00
Applications Systems Analyst I	3.00	3.00	3.00	-	3.00	3.00
Applications Systems Analyst II	1.00	1.00	1.00	-	1.00	1.00
GIS Technician II	1.00	1.00	1.00	-	1.00	1.00
GIS Integration Specialist	1.00	1.00	1.00	-	1.00	1.00
GIS Specialist I	-	-	1.00	-	1.00	1.00
OIT Office Coordinator	-	-	0.33	-	0.33	0.33
GIS Specialist III	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate VI	0.33	0.33	-	-	-	-
Total Full-Time Equivalents (FTE)	<u>14.66</u>	<u>14.66</u>	<u>14.66</u>	<u>-</u>	<u>14.66</u>	<u>14.66</u>

The major variances for the FY 2021 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 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0%-5% based on a 3% average.

Decreases to Program Funding:

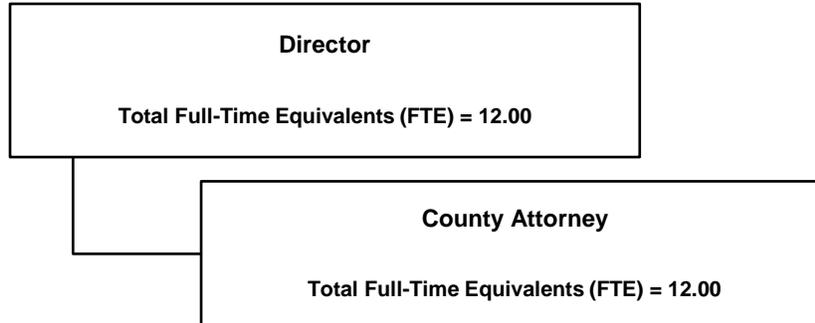
1. Decreases in travel and training in the amount of \$29,058 is related to the six-month non-essential travel and training freeze implemented by the 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget**County Attorney's Office**

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Leon County Fiscal Year 2021 Tentative Budget

County Attorney's Office



Leon County Fiscal Year 2021 Tentative Budget

County Attorney's Office

Executive Summary

The County Attorney's Office section of the Leon County FY 2021 Annual Budget is comprised solely of the County Attorney's Office.

The County Attorney's Office provides legal services to the Board of County Commissioners, the County Administrator, County departments, and certain boards and agencies organized under the Board of County Commissioners. The Office also reviews contracts, bonds, ordinances, resolutions and other written instruments.

HIGHLIGHTS

In 2020, Office personnel provided legal support on behalf of Leon County Government on significant matters related to the pandemic, including reviewing and providing legal counsel regarding compliance with the Florida Governor's Executive Orders and preparing over 25 local proclamations declaring a State of Emergency. Office personnel has researched and worked with Administration staff to develop CARES Act funding grant agreements and associated contracts and documentation for use with vendors, area agencies, not-for-profits, local businesses, citizens and local government entities receiving funds for qualifying projects, goods and services. Office personnel also worked with County staff to apply the Families First Coronavirus Response Act provisions within Leon County Government and develop policies and procedures to address pandemic-related issues impacting County personnel. Additionally, the Office has researched several major issues related to holding virtual local government workshops, meetings and hearings, the County's ability to enforce contracts during the pandemic and the ability to adopt emergency ordinances. Office personnel researched and provided information to the Board related to face mask and covering requirements in different parts of the state, and subsequently successfully defended the Board's adoption of its Emergency Ordinance requiring face coverings in certain circumstances in *Evan J. Power v. Leon County*. On July 27, 2020, the Court entered a Final Judgment in favor of the County, finding that Leon County Ordinance 20-15 does not violate any constitutional right of the Plaintiff and denying Plaintiff's request for injunctive relief. The Plaintiff has filed an appeal.

In addition, the County Attorney's Office:

- Assisted in the City of Miami Beach's filing of an amicus brief, joined in by Leon County and several other Florida counties and cities, in support of the Appellants/Plaintiffs in *Yanes, et al., v. O.C. Food & Beverage, LLC, et al.*, who are seeking to overturn an adverse Court ruling finding the Orange County Human Rights ordinance unconstitutional;
- Continues to represent the County in *Leon County v. Williams, Williams, and Pearl in the Wild*, wherein the County seeks a declaratory judgment and supplemental relief, including injunctive relief, to prohibit the Defendants from operating an event venue in violation of the Leon County Code of Laws;
- Successfully defended a challenge in *Taylor v. Leon County* to the County's interpretation of the height and size limitations within the Bradfordville Commercial Services zoning district;
- Successfully acquired the drainage and utility easements needed for the construction of the Meridian Road Crossdrain Project with the filing of two eminent domain lawsuits, *Leon County v. Lakeshore Gardens Homeowners' Association* and *Leon County v. Lakeshore Estates Homeowners Association, Unit 10*, each of which involved addressing the easement rights in the HOA common area held by the 140 homeowners in those subdivisions;
- Continues to represent the County in *Advon Corporation v. Leon County*, wherein the Plaintiff alleges the County breached the contract for construction and modification of the medical examiner facility located on Appleyard Drive; the County's Motion to Dismiss is pending;
- Joined the class action lawsuit *Kane County, Utah v. United States*, seeking to recover monies that the Court determined the Federal government owed each class member for the underpayment of its Payment in Lieu of Taxes (PILT) Act during the 2015, 2016, and 2017 fiscal years; Leon County was awarded \$5,568;
- Settled *Weilhammer v. Leon County*, a Complaint for Writ of Mandamus filed in Circuit Court, regarding the County's denial of an application for a building permit associated with proposed residential construction and alleged public records law violation;
- Representing the Leon County Canvassing Board in *Nielsen, et al. v. DeSantis, et al.*, wherein a complaint has been filed for injunctive and declaratory relief against the State and all Florida Supervisors of Election and Canvassing Boards, alleging that multiple laws and practices governing mail voting burden and disenfranchise voters;
- Continues to work with outside counsel on representing Leon County in the opioid litigation *Leon County vs. AmerisourceBergen Drug Corporation, et al.*, wherein a multi-part complaint has been filed alleging the manufacturer defendants' false, deceptive and unfair marketing of opioids, as well as the distributor defendants' unlawful distribution of opioids.
- Continues to successfully defend Leon County in the *Leon County vs. J-II Investments, LLC, and Petrandis* litigation, which began as a code violation, with the most recent Court Judgment in January 2020, being that Leon County holds a valid lien in the amount of \$491,248.60 and authorized foreclosure of the subject property to recoup a part of the lien;
- Continues to represent Leon County as a Plaintiff in the firearms preemption litigation, *Broward County v. State of Florida*, wherein the Plaintiffs' challenge the related penalty provisions in the Florida Statutes, which allow any individual who enacts or causes to be enforced a preempted firearm regulation to be sued and/or removed from office by the Governor; and
- Assisted the Office of Information Technology in the setup and configuration of DocuSign to better able Leon County to electronically sign documents.

The County Attorney's Office also reviewed and/or prepared more than 20 ordinances and 30 resolutions that were subsequently adopted by the Board, including significant revisions to the Code of Ethics, the Animal Control and Urban Agriculture ordinances, the Land Development Code, and those regulations relating to communications facilities and utility poles within the public rights-of-way, as well as an ordinance establishing a new syringe exchange program. The County Attorney's Office also continues to be active in efforts to keep the County's lakes clean, and has worked diligently for the last several years with the Florida Department of Environmental Protection and the U.S. Environmental Protection Agency to reduce nutrient levels coming into Lake Talquin from Georgia.

Leon County Fiscal Year 2021 Tentative Budget

County Attorney's Office

County Attorney's Office (001-120-514)

Goal	The goal of the County Attorney's Office is to provide high quality legal representation on behalf of the Board of County Commissioners, all departments and divisions under the Board, the County Administrator, Leon County employees in their employment capacity, and certain other boards and officials of Leon County as directed by the Board of County Commissioners.
Core Objectives	<ol style="list-style-type: none"> 1. Advising, counseling, and providing legal opinions to our clients. 2. Representing our clients in litigation matters before the courts. 3. Representing our clients before administrative agencies such as the Division of Administrative Hearings, Code Enforcement Board, and Board of Adjustment and Appeals. 4. Representing our clients in employment related matters before agencies such as the Florida Commission on Human Relations, the Equal Employment Opportunity Commission, and the Agency for Work Force Innovation. 5. Preparing materials and presenting workshops to the Board of County Commissioners. 6. Researching and drafting for Board consideration legal documents such as contracts, ordinances, resolutions, and policies. 7. Reviewing documentation relating to subdivision approval, including plats, maintenance agreements, and restrictive covenants. 8. Preparing and reviewing legal advertisements relating to the adoption of ordinances and certain meetings of the Board of County Commissioners. 9. Representing our clients in negotiating real estate contracts. 10. Commencing eminent domain lawsuits on behalf of Leon County, when necessary. 11. Representing our clients in road widening projects and drainage improvement projects. 12. Providing legal education seminars to Senior Management staff.
Statutory Responsibilities	Chapter 112, Florida Statutes, Public Officers and Employees; Chapter 119, Florida Statutes, Public Records; Chapter 73, Florida Statutes, Eminent Domain; Chapter 74, Florida Statutes, Proceedings Supplemental to Eminent Domain; Chapter 127, Florida Statutes, Right of Eminent Domain to Counties; Section 2, Leon County, Florida, Charter; Section 2, Leon County Administrative Code.
Advisory Board	None

Leon County Fiscal Year 2021 Tentative Budget

County Attorney's Office

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,471,147	1,525,772	1,479,680	(27,922)	1,451,758	1,525,996
Operating	445,391	595,665	575,230	(15,042)	560,188	575,230
Total Budgetary Costs	<u>1,916,538</u>	<u>2,121,437</u>	<u>2,054,910</u>	<u>(42,964)</u>	<u>2,011,946</u>	<u>2,101,226</u>
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
County Attorney	1,916,538	2,121,437	2,054,910	(42,964)	2,011,946	2,101,226
Total Budget	<u>1,916,538</u>	<u>2,121,437</u>	<u>2,054,910</u>	<u>(42,964)</u>	<u>2,011,946</u>	<u>2,101,226</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,916,538	2,121,437	2,054,910	(42,964)	2,011,946	2,101,226
Total Revenues	<u>1,916,538</u>	<u>2,121,437</u>	<u>2,054,910</u>	<u>(42,964)</u>	<u>2,011,946</u>	<u>2,101,226</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
County Attorney	12.00	12.00	12.00	-	12.00	12.00
Total Full-Time Equivalentents (FTE)	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>-</u>	<u>12.00</u>	<u>12.00</u>

Leon County Fiscal Year 2021 Tentative Budget

County Attorney's Office

County Attorney (001-120-514)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,471,147	1,525,772	1,479,680	(27,922)	1,451,758	1,525,996
Operating	445,391	595,665	575,230	(15,042)	560,188	575,230
Total Budgetary Costs	1,916,538	2,121,437	2,054,910	(42,964)	2,011,946	2,101,226
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,916,538	2,121,437	2,054,910	(42,964)	2,011,946	2,101,226
Total Revenues	1,916,538	2,121,437	2,054,910	(42,964)	2,011,946	2,101,226
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
County Attorney	1.00	1.00	1.00	-	1.00	1.00
Deputy County Attorney	1.00	1.00	1.00	-	1.00	1.00
Assistant County Attorney	3.00	3.00	3.00	-	3.00	3.00
Legal Administrator	1.00	1.00	1.00	-	1.00	1.00
Paralegal	1.00	1.00	1.00	-	1.00	1.00
Senior Paralegal	1.00	1.00	1.00	-	1.00	1.00
Legal Records Manager	1.00	1.00	1.00	-	1.00	1.00
Legal Assistant	2.00	1.00	2.00	-	2.00	2.00
Sr. Legal Assistant		1.00	-	-	-	-
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	12.00	12.00	12.00	-	12.00	12.00

The major variances for the FY 2021 County Attorney budget are as follows:

Decreases to Program Funding:

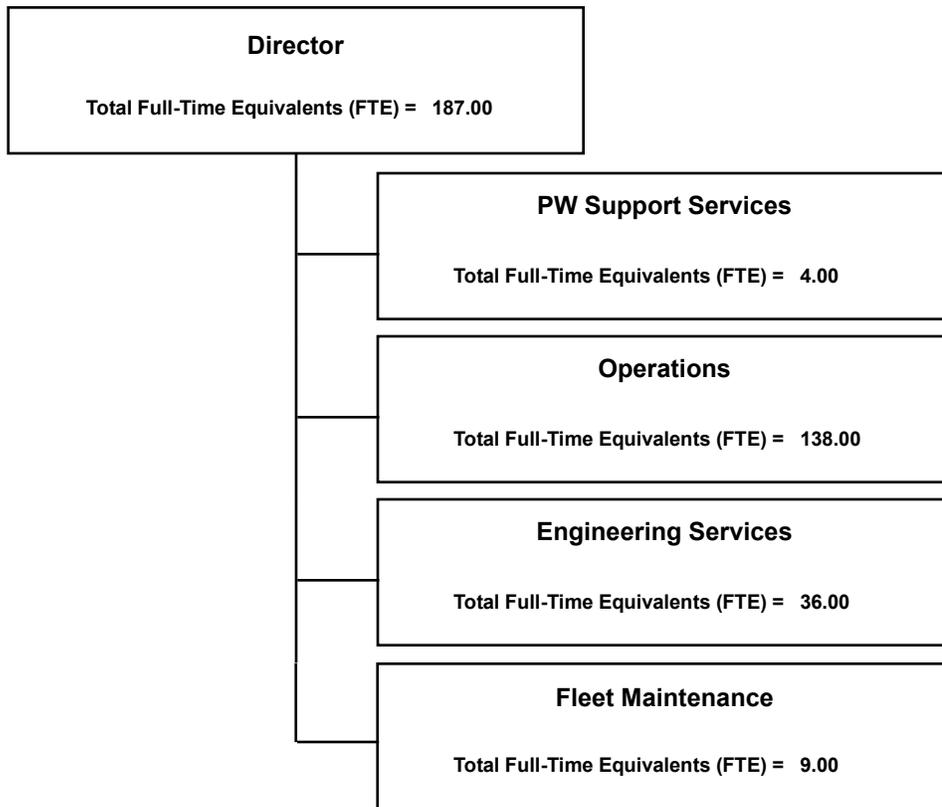
1. Personnel cost related to one new employee and the retirement of a long time employee offset by the costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average and the additional cell phone allowance for four Senior Management positions.
2. Decreases in personnel costs in the amount of \$27,922 is related to the six-month hiring freeze implemented by the County as part of the FY 2021 budget balancing strategy.
3. Phone system cost in the amount of \$19,675 due to upgraded Avaya phones in FY 2020.
4. Decreases in travel and training in the amount of \$15,042 is related to the six-month non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget**Department of Public Works**

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Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works



Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Executive Summary

The Public Works section of the Leon County FY 2021 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. Additionally, the Division continued coordination with State and Federal agencies to ensure proper documentation was provided for the County's reimbursable costs from previous hurricanes.

During FY 2020, 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. As part of the FY 2021 budget reduction strategy, the mosquito control hand fogging program was eliminated, saving the County \$43,000. The County will continue to provide services that currently have a greater impact to more homes through the neighborhood street fogging service and the larvicide programs. Operations staff will support the Landfill Closure project by transporting materials from the F.A. Ash Borrow Pit to cover materials in the landfill to prevent any hazardous material exposure. While ensuring the environmental stewardship of the site, Operations' efforts will also reduce costs and time in the final phase of the closure operations.

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 2020, the Division began construction of the Apalachee Regional Park Cross Country Facility improvements in preparation for hosting the 2021 NCAA Cross-Country Championship. Improvements will include a multipurpose building/restroom facility, stage, finish line structure, sidewalk, landscaping, signage, and three wildlife viewing platforms located throughout the Apalachee Regional Park. The Meridian Road Cross Drain Upgrade and Drainage Improvement project will continue in FY 2020 and FY 2021. These improvements will address both water quality and historic flooding in the southeast area of Lake Jackson.

The Fleet Management Division is responsible for providing quality repairs and maintenance of vehicles and equipment for Leon County Government and all the Constitutional Offices, excluding the Sheriff's Office. Fleet Management provides road and field service repairs on stationary equipment and disabled vehicles. As part of the ongoing green fleet Strategic Initiative efforts, the Fleet Division has replaced 49 fleet vehicles and equipment with alternative fuel replacements. In FY 2020, the Division purchased the County's first electric vehicle in support of the goal of having 30% of the County's light duty fleet electric before 2030. Additionally, Fleet implemented a GPS monitoring software for County vehicles. This real-time data allows programs to monitor work production, efficient operation of County vehicles, and seek ways to improve overall service delivery.

Leon County Fiscal Year 2021 Tentative Budget		
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	<p>Environment</p> <ul style="list-style-type: none"> • EN1 – Protect the quality and supply of our water. • EN2 – Conserve and protect environmentally sensitive lands and our natural ecosystems. • EN3 – Promote orderly growth and sustainable practices. <p>Quality of Life</p> <ul style="list-style-type: none"> • Q3 – Provide essential public safety infrastructure and services. • Q5 – Support strong neighborhoods. • Q6 – Promote livability, health and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people. 	
Strategic Initiatives October 1, 2017–September 30, 2021	<ol style="list-style-type: none"> 1. Implement the adopted Basin Management Action Plan (BMAP) for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (EN1, EN2) 2. Implement the Apalachee Landfill closure process in an environmentally sensitive manner which complements the master planning for the site. (EN3) 3. Support the protection of Lake Talquin. (EN1) 4. In partnership with the Canopy Roads Committee, update and implement the long term management plan for the Canopy Roads including an active tree planting program. (EN3) 5. Reduce nitrogen impacts in the PSPZ (primary springs protection zone) by identifying cost effective and financially feasible ways including: <ul style="list-style-type: none"> A.) Develop a septic tank replacement program. (EN1, EN2) B.) Evaluate requiring advanced wastewater treatment for new construction. (EN1, EN2) 6. Increase safety in the unincorporated area through the development of a new street lighting program and evaluation of the need for additional signage. (Q3) 7. Continue to work with the state as a host community in evaluating pilot technologies for new advanced wastewater treatment septic tanks. (EN1, EN2, EN3) 8. Continue to work with the state to seek matching grants to convert septic to sewer systems. (EN1, EN2, EN3) 9. Continue to work with the Florida Department of Transportation for safety improvements on State and County roadways to include accessibility enhancements, street lighting installations, sidewalk additions, safety audits, and intersection improvements. (Q5, Q6) 10. To increase information available to the public regarding blue-green algae blooms, fishing advisories, invasive species, and general water quality, add education kiosks at Leon County boat landings. (EN1, EN2) 11. Ensure County’s water quality and stormwater regulations, programs and projects are evaluated and implemented holistically to advance the County’s adopted strategic priority: to protect the quality and supply of our water. (EN1) 12. Develop a formal policy to implement the private dirt road safety stabilization program to be funded through L.I.F.E. (2% of sales tax extension) (Q5, Q6) 	<p>Complete - Ongoing</p> <p>Complete</p> <p>Complete-Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Complete-Ongoing</p> <p>Complete</p> <p>Complete</p> <p>Complete-Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Complete</p>

Leon County Fiscal Year 2021 Tentative Budget

Public Works

Actions	1.	A). Complete the Belair/Annawood Springs Restoration Grant Project for Septic to Sewer Upgrade. B). Complete the Northeast Lake Munson Springs Restoration Grant Project for Septic to Sewer Upgrade. C). Coordinate with Florida Department of Environmental Protection on Woodville Septic to Sewer Project potentially funded through the Springs Restoration Grant Program. D). Complete the Woodside Heights Springs Restoration Grant for Septic to Sewer Upgrade. E). Provide education on proper operation and maintenance of septic tanks and impacts to groundwater if not properly maintained.	Engineering
	2.	A). Identified cost savings projects that staff can perform internally to eliminate expenses associated with Closure Construction. B). Worked with DEP to modify Closure Construction requirements associated with the Geosynthetic Liner between the Cells D and Class Three south. C). Held a Public Meeting to advise citizens of the expectation during the closure construction. D). Modify the original design of the Landfill Closure Project and seek FDEP approval of the modification. E). Prepare an agenda item requesting Board approval to award the bid for the Landfill Closure once design modifications have been completed. F). Conduct geotechnical test in preparation of material hauling from F.A. Ash Borrow Pit during the design modifications to save time and costs in the continuing closure process.	Operations: Right-of-Way
	3.	A). Monitor FDEP development of a Total Maximum Daily Load for the Ochlockonee River and Lake Talquin to protect and restore the resource. B). Obtain additional water quality samples to determine what, if any, further actions are needed for the Leon County discharges directly into Lake Talquin.	Engineering
	4.	The County and the City adoption of the revised Canopy Road management plan.	Operations: Right-of-Way
	5.	A). Develop Septic Tank Replacement Program Policy for Board Approval, including a local grant program to upgrade replacement system to high nitrogen removing systems at no additional expense to property owner. B). Identify impacts of requiring nitrogen-reducing OSTDS or connection to the City of Tallahassee advanced wastewater treatment system for any new construction.	Engineering
	6.	A). Board adopted Street Lighting Eligibility Criteria and Implementation Policy. Funding for street lighting contemplated in the Capital Improvement Plan budget. B). Status report on the installation of street lights on the proposed intersections.	Engineering
	7.	A). Developed the Pilot program Selection Policy for Board Approval. B). Installation of advanced wastewater treatment septic tanks as part of FDEP Pilot Project.	Engineering
	8.	A). Received State Springs Restoration Grant funding for Woodville Sewer Design, Lake Munson and Belair/Annawood sewer system, and the Woodside Heights Wastewater Retrofit projects. B). Delineate areas of the Wakulla Springs BMAP Priority Focus Area 1 to request construction funds for central sanitary sewer from the Springs Restoration Grant Program. C). Annually update the Tentative Water Quality and Springs Restoration Implementation Plan.	Engineering
	9.	A). Coordinated with Florida Department of Transportation to add street lights at intersections included in the Street Lighting Project List. B). Coordinated with Florida Department of Transportation to implement intersection improvements at, Lafayette Street, Old Bainbridge, Knots Lane, Smith Creek, North Monroe from Harriet Drive to Clara Kee Boulevard and Oak Ridge Road and Wakulla Springs Road. C). Coordinated with Florida Department of Transportation to complete sidewalk construction on North Monroe from Harriet Drive to Clara Kee Boulevard. D). Continue to explore grant opportunities for Florida Department of Transportation's Safe Routes to School grant funding to complete the Safe routes to School sidewalk list.	Engineering
	10.	Installed informational kiosks at Leon County boat landings.	Engineering
	11.	Presented a report on the County's current water quality and stormwater initiatives to the Board.	Engineering
	12.	A). Presented the Rural Road Safety Stabilization Program Policy to the Board. B). Began accepting requests for participation in the Rural Road Safety Stabilization Program	Engineering Transportation

Leon County Fiscal Year 2021 Tentative Budget

Public Works

Bold Goal: Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone (PSPZ). (BG2)

	FY 2017 through FY 2021	Total
Septic Tanks Removed	610 In Progress ¹	802

Target: Plant 15,000 trees including 1,000 in canopy roads. (T5)

	FY 2017	FY 2018	FY 2019 ²	FY 2020	FY 2021	Total
Total Trees ²	585	713	938	1,695	775	4,706
Canopy Road Area ³	18	73	496	668	100	1,355

Target: Ensure 100% of new County building construction, renovation and repair utilize sustainable design. (T6)

	FY 2017 through FY 2021	Total
% Sustainable Design	See Note #4	100%

Target: Construct 30 miles of sidewalks, greenways and trails. (T8)

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Sidewalk Miles ⁵	1.1	3.8	1.75	3.35	3.48	13.48

Target: Construct 100 fire hydrants. (T10)

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Fire Hydrants Constructed ⁷	15	17	16	20	20	88

Notes:

- In FY 2019, a total of 179 septic tanks were eliminated through the completion of the Woodside Heights Septic to Sewer Project. 431 are planned or in progress, for a total of 610 which exceeds the five-year Bold Goal.
- This only reflects the number of trees planted by Public Works, including the trees planted through the Adopt-A-Tree Program. Other Departments, such as Parks & Recreation, also plant trees. The aggregate number of trees planted is reflected in the Reporting Results section of the 2017-2021 Strategic Plan.
- To support the planting of 1,000 trees in the canopy roads, the County will work with the Canopy Roads Committee to update the long-term management plan for the Canopy Roads including an active tree planting program. Recurring funding has been included in the Public Works budget since FY 2018 to develop an active canopy road tree planting program, estimated to plant 1,000 trees on canopy roads between FY 2018 and FY 2021.
- To achieve this Target, staff is currently working to implement policies and procedures that will ensure sustainable design is utilized in 100% of new construction, renovation, and repair by the year 2021. For instance, staff has developed material standards for small renovations such as painting and carpet installation, and staff are also working to incorporate Green Building criteria into the next update of the Facilities Design Guidelines.
- This only reflects the number of sidewalk and trail miles constructed by Public Works. Other Departments, such as Parks & Recreation and Blueprint also construct sidewalks, greenways, and trails. Public Works' contribution to this target will be accomplished through the continued implementation of the County's Sidewalk Program and other transportation capital projects.
- Fire hydrant construction is subject to available funding. Budgeted outyears tentatively allocate \$150,000 annually for the construction of new fire hydrants. Of this, \$50,000 is dedicated for a matching program which allows a HOA or citizen and the County to evenly share in the cost of hydrant installations. Based on actuals and future estimates, staff anticipates sufficient hydrants being

Bold Goals and Five-Year Targets

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	11,599,626	12,567,367	12,830,012	(570,670)	12,259,342	13,236,418
Operating	6,887,239	6,810,372	7,066,907	35,401	7,102,308	7,203,836
Capital Outlay	18,022	-	-	-	-	-
Total Budgetary Costs	<u>18,504,887</u>	<u>19,377,739</u>	<u>19,896,919</u>	<u>(535,269)</u>	<u>19,361,650</u>	<u>20,440,254</u>
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
PW Support Services	629,150	605,428	629,753	(2,658)	627,095	645,110
Operations	11,427,334	11,904,276	12,146,048	(443,294)	11,702,754	12,478,795
Engineering Services	3,508,986	3,976,392	4,095,878	(137,655)	3,958,223	4,212,296
Fleet Management	2,939,417	2,891,643	3,025,240	48,338	3,073,578	3,104,053
Total Budget	<u>18,504,887</u>	<u>19,377,739</u>	<u>19,896,919</u>	<u>(535,269)</u>	<u>19,361,650</u>	<u>20,440,254</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	698,500	851,209	880,303	(72,799)	807,504	855,044
106 Transportation Trust	11,419,757	12,229,108	12,582,540	(358,199)	12,224,341	12,955,723
123 Stormwater Utility	3,371,544	3,373,311	3,376,368	(152,609)	3,223,759	3,492,966
125 Grants	75,669	32,468	32,468	-	32,468	32,468
505 Motor Pool	2,939,417	2,891,643	3,025,240	48,338	3,073,578	3,104,053
Total Revenues	<u>18,504,887</u>	<u>19,377,739</u>	<u>19,896,919</u>	<u>(535,269)</u>	<u>19,361,650</u>	<u>20,440,254</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Engineering Services	36.00	36.00	36.00	-	36.00	36.00
Fleet Management	9.00	9.00	9.00	-	9.00	9.00
Operations	138.00	138.00	138.00	-	138.00	138.00
PW Support Services	4.00	4.00	4.00	-	4.00	4.00
Total Full-Time Equivalentents (FTE)	<u>187.00</u>	<u>187.00</u>	<u>187.00</u>	<u>-</u>	<u>187.00</u>	<u>187.00</u>
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operations	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalentents (FTE)	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>	<u>1.00</u>	<u>1.00</u>

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Support Services (106-400-541)

Goal	The goal of the Department of Public Works Support Services is to effectively serve the residents of Leon County by planning, developing, and maintaining quality infrastructure. This is accomplished by delivering environmentally sensitive and cost-effective products and services in order to achieve a high quality of life that includes health and safety, human comfort, and convenience.
Core Objectives	<ol style="list-style-type: none"> 1. Provide oversight, monitoring, policy development and coordination of the seven divisions and multiple budget programs within the Department. 2. Coordinate the department-wide submission of the Annual Budget and Capital Improvement Program and manage capital improvement projects. 3. Coordinate Board meeting agenda items and other related correspondence. 4. Coordinate department travel requests and expense reports. 5. Respond to citizen inquiries related to water quality, transportation, right of way, and stormwater infrastructure. 6. Provide quality control relative to approximately 187 employee's annual appraisals, in addition to quarterly purchasing card audits. 7. Provide records management for entire department.
Statutory Responsibilities	Florida Statute, Chapter 119 "Public Records Law"; *Leon County Code of Laws, Chapter 10 "Comprehensive Plan"; Moving Ahead for Progress in the 21 st Century (MAP-21); Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU); Florida Constitution Article 12 (9)(c)(5); Florida Statute 206.47(7); Florida Statute 206.875; Florida Statute 206.60; Florida Statute 336.021; Florida Statute 336.025
Advisory Board	Capital Regional Transportation Planning Agency (CRTPA) Transportation Technical Advisory Committee; Transportation Planning Advisory Committee; Florida Department of Transportation; Blueprint Technical Coordinating Committee; Development Review Committee

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Support Services (106-400-541)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	484,083	450,241	474,631	-	474,631	489,988
Operating	145,066	155,187	155,122	(2,658)	152,464	155,122
Total Budgetary Costs	629,150	605,428	629,753	(2,658)	627,095	645,110
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
106 Transportation Trust	629,150	605,428	629,753	(2,658)	627,095	645,110
Total Revenues	629,150	605,428	629,753	(2,658)	627,095	645,110
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Director of Public Works	1.00	1.00	1.00	-	1.00	1.00
Administrative Services Manager	1.00	1.00	1.00	-	1.00	1.00
Records Manager	1.00	1.00	1.00	-	1.00	1.00
Senior Administrative Associate I	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	4.00	4.00	4.00	-	4.00	4.00

The major variances for the FY 2021 Support Services budget are as follows:

Increases to Program Funding:

1. Personnel costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decreases to Program Funding:

1. Decreases in travel and training in the amount of \$2,658 is related to the six-month non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Operations Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	7,323,651	8,074,150	8,173,608	(446,201)	7,727,407	8,425,616
Operating	4,086,533	3,830,126	3,972,440	2,907	3,975,347	4,053,179
Capital Outlay	17,150	-	-	-	-	-
Total Budgetary Costs	<u>11,427,334</u>	<u>11,904,276</u>	<u>12,146,048</u>	<u>(443,294)</u>	<u>11,702,754</u>	<u>12,478,795</u>
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Mosquito Control (001-216-562)	698,500	851,209	880,303	(72,799)	807,504	855,044
Mosquito Control Grant (125-214-562)	75,669	32,468	32,468	-	32,468	32,468
Right-Of-Way Management (106-432-541)	2,866,855	2,972,786	3,036,965	(97,618)	2,939,347	3,132,254
Stormwater Maintenance (123-433-538)	3,371,544	3,373,311	3,376,368	(152,609)	3,223,759	3,492,966
Transportation Maintenance (106-431-541)	4,414,766	4,674,502	4,819,944	(120,268)	4,699,676	4,966,063
Total Budget	<u>11,427,334</u>	<u>11,904,276</u>	<u>12,146,048</u>	<u>(443,294)</u>	<u>11,702,754</u>	<u>12,478,795</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	698,500	851,209	880,303	(72,799)	807,504	855,044
106 Transportation Trust	7,281,621	7,647,288	7,856,909	(217,886)	7,639,023	8,098,317
123 Stormwater Utility	3,371,544	3,373,311	3,376,368	(152,609)	3,223,759	3,492,966
125 Grants	75,669	32,468	32,468	-	32,468	32,468
Total Revenues	<u>11,427,334</u>	<u>11,904,276</u>	<u>12,146,048</u>	<u>(443,294)</u>	<u>11,702,754</u>	<u>12,478,795</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Mosquito Control	6.20	6.20	6.20	-	6.20	6.20
Transportation Maintenance	54.00	54.00	54.00	-	54.00	54.00
Right-Of-Way Management	35.00	35.00	35.00	-	35.00	35.00
Stormwater Maintenance	42.80	42.80	42.80	-	42.80	42.80
Total Full-Time Equivalentents (FTE)	<u>138.00</u>	<u>138.00</u>	<u>138.00</u>	<u>-</u>	<u>138.00</u>	<u>138.00</u>
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Mosquito Control	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalentents (FTE)	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>	<u>1.00</u>	<u>1.00</u>

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Operations – Transportation Maintenance (106-431-541)

Goal	The goal of the Public Works, Division of Operations Transportation Program is to provide for the safety, comfort, and convenience of the public by creating, maintaining, and managing infrastructure and programs supporting transportation, roadside beautification, and stormwater maintenance. This is accomplished through cost effective, environmentally sensitive, and aesthetically pleasing products and services.		
Core Objectives	<ol style="list-style-type: none"> 1. Responsible for the creation, maintenance, management, and preservation of functional, safe, and effective transportation systems for the citizens of Leon County and its visitors. 2. Provide pothole patching and major asphalt repairs. 3. Provide dirt road grading, stabilization, and ditch maintenance. 4. Provide street sign installation and repair. 5. Provide supervision of contract services for various activities on over 660 miles of County roadways. 6. Provide repairs on private roads to citizens through Leon County's Private Road Preventative Maintenance and Repair Program and the L.I.F.E. Rural Road Stabilization Program. 7. Provide bridge and guardrail maintenance. 8. Provide pavement marking installations. 9. Provide Open Grade Mix resurfacing. 10. Provide Open Grade Mix pothole patching and major repairs. 11. Respond to service requests from citizens and internal customers. 12. Provide major and minor roadway shoulder repair. 13. Provide maintenance, repairs and inventory of sidewalks. 		
Statutory Responsibilities	Florida Statute, Chapter 125.01(1)(m) "Streets and Roads", Chapter 334.03(7), 336.01 "County Road System"; Leon County Code of Laws, Chapter 16 "Streets, Roads, and Public Ways" and Comprehensive Plan; Section II "Transportation", Section III "Utilities", Section IV "Conservation", Section V "Recreation", Section IX "Capital Improvements"		
Advisory Board	None		
Benchmarking			
Priorities	Benchmark Data	Leon County FY 2019 Actual Production MH/Unit	Benchmark (FDOT 4 Year Average Production)
Q2	Pavement Symbols (Plastic)	0.018 man hours/sq ft	0.067 man hours/sq ft
Q2	Plant Mix Patching (Manual) ¹	17.147 man hrs/ton	13.826 man hours/ton
Q2	Major Plant Mix Patching (Mechanical) ²	4.730 man hrs/ton	1.769 man hours/ton
Q2	Signs (ground signs 30 sq. ft. or less) ³	0.452 man hrs/sign	0.914 man hours/sign

Source: Florida Department of Transportation 2020

1. Leon County's man hours per unit ratio were slightly higher in FY 2019 than that of FDOT due to the crews doing more major asphalt repairs than normal.
2. Leon County's man hours per unit production exceeds FDOT due to additional travel time required to move crews and equipment to multiple small projects, as compared to FDOT's typical large projects.
3. Leon County's man hours per unit production is less than FDOT due to the close proximity, density and size of Leon County signs compared to those of FDOT.

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Operations – Transportation Maintenance (106-431-541)

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Q2	Perform 600 tons/year of major asphalt repairs ¹ .	682	618	600	600
Q2	Perform 400 tons/year asphalt/pothole patching ² .	342	286	400	400
Q2	Install and repair 7,000 sign panels annually ³ .	9,926	7,655	7,000	7,000
Q2	Wash and clean 9,000 sign panels annually ⁴ .	11,259	8,211	9,000	9,000
Q2	Install and refurbish 90,000 sq. ft. of pavement markings and symbols with plastic ⁵ .	67,038	61,685	90,000	90,000
G1	Respond to 90% of work orders within three weeks ⁶ .	89%	78%	90%	90%
Q2	Grade County maintained dirt roads on a 18 day cycle ⁷ .	14 Days	18 Days	18 Days	18 Days
Q2	Perform resurfacing on five miles of Open-Grade Mix roads annually ⁸ .	8.74	6.86	5.00	5.00
Q2	Repair 130 miles/year of shoulders ⁹ .	47	90.06	130	130

Notes:

- Major asphalt repairs in FY 2019 exceeded the FY 2019 estimate of 600, due primarily to excessive root damage in Killearn Lakes.
- The Division used 286 tons of asphalt for pothole patching, short of the FY 2019 estimate of 400. This is due primarily to equipment downtime for repairs and Hurricane Michael response.
- The Division installed and repaired 7,655 sign panels in FY 2019, exceeding the FY 2019 estimate of 7,000. This is due primarily to sign replacements following Hurricane Michael.
- The Division washed and cleaned 8,211 sign panels in FY 2019, a decrease from the FY 2019 estimate of 9,000. The decrease is due primarily to the increase in sign repairs associated with Hurricane Michael recovery efforts.
- The Division installed and refurbished 61,685 square feet of pavement markings and symbols in FY 2019, short of the 90,000 square feet performance goal. The level of productivity was impacted by Hurricane Michael recovery efforts and equipment downtime.
- The Division responded to 78% of work orders within three weeks. Response time to work orders varies annually due to various factors such as weather and the number of service requests received. Staff continues to strive to meet the 90% response goal.
- The Division met the performance goal of grading County maintained dirt roads on a 18-day cycle.
- The Division resurfaced 6.86 miles of Open-Grade Mix roads in FY 2019. The higher productivity in FY 2018 from FY 2019 was attributed to roads not being resurfaced in FY 2017 due to weather and other issues throughout the year, which resulted in these projects being completed during the first part of FY 2018.
- The Division repaired 90.06 miles of shoulders in FY 2019. The reduction in shoulder miles was due to the shoulder repair crew assisting with projects associated with the Landfill Closure Construction project.

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Operations - Transportation Maintenance (106-431-541)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	3,099,076	3,130,515	3,244,497	(120,550)	3,123,947	3,364,267
Operating	1,315,690	1,543,987	1,575,447	282	1,575,729	1,601,796
Total Budgetary Costs	4,414,766	4,674,502	4,819,944	(120,268)	4,699,676	4,966,063
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
106 Transportation Trust	4,414,766	4,674,502	4,819,944	(120,268)	4,699,676	4,966,063
Total Revenues	4,414,766	4,674,502	4,819,944	(120,268)	4,699,676	4,966,063
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
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
Maintenance & Construction Supervisor	2.00	-	-	-	-	-
Crew Chief II	2.00	2.00	3.00	-	3.00	3.00
Traffic Sign Technician	6.00	6.00	6.00	-	6.00	6.00
In-Mate Supervisor	1.00	1.00	1.00	-	1.00	1.00
Traffic Services Supervisor	1.00	-	-	-	-	-
Traffic Sign Crew Chief	1.00	1.00	1.00	-	1.00	1.00
Senior Crew Chief Maintenance & Construction	-	2.00	2.00	-	2.00	2.00
Senior Crew Chief Traffic Services	-	1.00	1.00	-	1.00	1.00
Equipment Operator	7.00	7.00	7.00	-	7.00	7.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Crew Chief I	4.00	4.00	4.00	-	4.00	4.00
Heavy Equipment Operator	6.00	6.00	6.00	-	6.00	6.00
Service Worker	3.00	3.00	3.00	-	3.00	3.00
Maintenance Technician	8.00	8.00	8.00	-	8.00	8.00
Maintenance Repair Technician	7.00	7.00	7.00	-	7.00	7.00
Senior Administrative Associate I	1.00	1.00	1.00	-	1.00	1.00
Crew Chief	1.00	1.00	-	-	-	-
Total Full-Time Equivalentents (FTE)	54.00	54.00	54.00	-	54.00	54.00

The major variances for the FY 2021 Transportation Maintenance budget are as follows:

Increases to Program Funding:

1. Personnel costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increase in other contractual services of \$960 related to shoulder beacon maintenance for Chiles High School and Deerlake Middle School, offset by the decrease in travel and training as part of the FY 2021 budget balancing strategy (see below).
3. Utility services increase of \$2,588 related to new street lights added at Geddie Road and Blountstown Highway and Mission Road, offset by the decrease in travel and training as part of the FY 2021 budget balancing strategy (see below).
4. Vehicle coverage costs increase associated with higher insurance rates.
5. Transportation costs in the amount of \$31,721 associated with estimated higher vehicle repair costs.

Decreases to Program Funding:

1. Decreases in personnel in the amount of \$120,550 is related to the six-month hiring freeze implemented by the County as part of the FY 2021 budget balancing strategy.
2. Decrease in travel and training in the amount of \$3,266 is related to the six-month non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.
3. Operating supplies decrease in the amount of \$3,600 is associated with the replacement schedule of small equipment for the sign shop which are replaced every two years due to intensive use.

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

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

Goal	The goal of the Public Works, Division of Operations Right-of-Way Management Program is to provide for the safety, comfort, and convenience of the public by managing programs that support transportation, roadside beautification and stormwater maintenance.
Core Objectives	<ol style="list-style-type: none"> 1. Provide roadside maintenance on over 660 miles of County roadways. 2. Meet the objectives and goals set forth in the Canopy Road Management Plan. 3. Review tree removal requests and prune or remove high risk trees and noxious plants. 4. Manage the Roadside Beautification Program, including the Adopt-A-Tree, Adopt-A-Road, and Tree Bank programs. 5. Perform litter control and roadside mowing to enhance the functionality, safety, and effectiveness of the roadside environment for vehicular and pedestrian traffic. 6. Perform Clear Zone maintenance to provide a safe recovery area along roadways. 7. Respond to service requests from citizens and internal customers. 8. Perform finish cut mowing, edging, mulching, irrigation maintenance, herbiciding, fertilizing, and shrub/tree pruning in landscaped areas of County right-of-ways.
Statutory Responsibilities	Florida Statute, Chapter 125.01(1)(m) "General Authority Over Streets, Roads, etc."; Chapter 334.03(7), 336.01 et seq. "County Road System", Comprehensive Plan, Policy 3.3.2 "Implementation of Urban Forest Management Goals" & "Canopy Roads Management Plan Development and Implementation"
Advisory Board	Canopy Roads Citizen Committee; Tree and Wildlife Committee

Strategic Plan Bold Goals and Five-Year Targets						
Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Estimate
T5	Strategic Target: Plant 15,000 trees between FY17 – FY21 ¹	361	363	705	950	500
T5	Strategic Target: Plant 1,000 trees in Canopy Roads between FY17 – FY21 ²	0	73	400	500	100

Notes:

1. This only reflects the number of trees planted by the Operations Division. The Engineering and Parks & Recreation Divisions also plants trees.
2. To support the planting of 1,000 trees in the canopy roads, the County will work with the Canopy Roads Committee to update the long-term management plan for the Canopy Roads including an active tree planting program. Recurring funding has been included in the Public Works budget since FY 2018 to develop an active canopy road tree planting program, estimated to plant 1,000 trees on canopy roads between FY 2018 and FY 2021.

Benchmarking			
Priorities	Benchmark Data	Leon County FY19 Actual MH/Unit	Benchmark (FDOT 4 Year Average Production)
Q2	Roadside Litter Removal ¹	0.31 man hours/acre	1.23 man hours/acre
Q2	Right-of-Way Mowing ¹	0.46 man hours/acre	0.78 man hours/acre
Q2	Finish Cut Mowing ²	4.56 man hours/acre	2.72 man hours/acre

Source: Florida Department of Transportation 2020

1. Man-hours per unit ratios are lower than FDOT due to County right-of-ways being narrower and in closer proximity.
2. FDOT man-hours per unit is lower than Leon County's due to FDOT landscape areas being larger and more expansive than Leon County, which results in less FDOT time lost due to mobilization and travel.

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

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

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Q1, EN2	Increase the number of Adopt-a-Road litter control groups by 2% over the prior year ¹ .	7%	5.8%	2%	2%
Q1, EN2	Inspect and remove high risk wood on 58 miles of Canopy Roads every three years with an annual average of 19.3 miles ² .	29.02	24.31	19.3	19.3
Q1, EN2	Perform clear zone maintenance on 40 shoulder miles ³ .	43	52	40	40
Q1, EN2	Pick up litter on 519 miles of roads four times per year ⁴ .	1,982	260	519	519
Q1, EN2	Maintain 206.89 acres of landscaped area 9 times per year (Goal: 1,875 acres) ⁵ .	991	1,140	1,875	1,875
G2	Respond to 90% of work orders within three weeks ⁶ .	99%	99%	90%	90%
Q1, EN2	Mow 519 miles, five times during the mowing season (Goal: 2,595 miles) ⁷ .	2,941	2,608	2,595	2,595

Notes:

- The Division increased the number of Adopt-A-Road litter groups, from 34 to 36 in FY 2019, a 5.8% increase, exceeding the performance goal. The Adopt-A-Road Program is 100% driven by public interest; therefore, participation levels vary from year to year.
- The Division inspected and removed high risk wood from 24.31 miles of Canopy roads in FY 2019. Damaged trees from Hurricane Michael resulted in an increase in the number of miles requiring maintenance.
- The Division performed clear zone maintenance on 52 miles in FY 2019, a 21% increase compared to FY 2018. The higher level of productivity is due to continued efforts of utilizing specialized equipment to perform the necessary tasks as opposed to manual labor.
- The Division picked up litter on a total of 260 miles in FY 2019, a substantial decrease from FY 2018. The decline was attributed to lower than usual participation of Community Service/Work Program workers due to newly implemented Diversion programs offered by the courts. The new programs give participants other options as a condition of diversion or probation. The decline in participation has continued in FY 2020. Therefore, staff has reduced participation estimates for FY 2020 and FY 2021. Staff is exploring other options to increase litter removal on County roads.
- The Division maintained a total of 1,140 acres of landscaped area in FY 2019, short of the 1,875 FY19 estimate. However, 1,140 exceeds the prior year actual of 991 acres. This is due primarily to the length of time to fill vacancies due to a tight labor market.
- The Division responded to 99% of work orders within three weeks. Response time to work orders varies annually due to various factors such as weather and the number of service requests received.
- The Division exceeded the FY 2019 estimate, mowing a total of 2,608 miles in FY 2019.

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,710,002	1,999,554	2,024,265	(117,566)	1,906,699	2,090,728
Operating	1,156,853	973,232	1,012,700	19,948	1,032,648	1,041,526
Total Budgetary Costs	<u>2,866,855</u>	<u>2,972,786</u>	<u>3,036,965</u>	<u>(97,618)</u>	<u>2,939,347</u>	<u>3,132,254</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
106 Transportation Trust	2,866,855	2,972,786	3,036,965	(97,618)	2,939,347	3,132,254
Total Revenues	<u>2,866,855</u>	<u>2,972,786</u>	<u>3,036,965</u>	<u>(97,618)</u>	<u>2,939,347</u>	<u>3,132,254</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Assistant Director of Operations/ROW	1.00	1.00	1.00	-	1.00	1.00
In-Mate Supervisor	2.00	2.00	2.00	-	2.00	2.00
Senior Crew Chief R-O-W Management	-	2.00	2.00	-	2.00	2.00
R-O-W Management Supervisor	2.00	-	-	-	-	-
Equipment Operator	4.00	4.00	4.00	-	4.00	4.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Crew Chief I	5.00	5.00	5.00	-	5.00	5.00
Heavy Equipment Operator	2.00	2.00	2.00	-	2.00	2.00
Service Worker	2.00	2.00	2.00	-	2.00	2.00
Maintenance Technician	12.00	12.00	12.00	-	12.00	12.00
Crew Chief	2.00	2.00	2.00	-	2.00	2.00
Work Program Crew Chief	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalentents (FTE)	<u>35.00</u>	<u>35.00</u>	<u>35.00</u>	<u>-</u>	<u>35.00</u>	<u>35.00</u>

The major variances for the FY 2021 Right of Way Management budget are as follows:

Increases to Program Funding:

1. Personnel costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Other contractual services increase in the amount of \$14,899 associated with anticipated inflation of annual costs for tree work contractors for canopy road tree removal and Capital Circle NW/SE maintenance.
3. Utility services increase of \$23,944 reflects the addition of four new irrigation meters in the area of N. Meridian and John Hancock and two irrigation meters in the area of Capital Circle SW.
4. Vehicle coverage costs increase associated with higher insurance rates.
5. Transportation costs in the amount of \$21,168 associated with estimated higher vehicle repair costs.

Decreases to Program Funding:

1. Decreases in personnel in the amount of \$117,566 is related to the six-month hiring freeze implemented by the County as part of the FY 2021 budget balancing strategy.
2. Decrease in travel and training in the amount of \$3,996 is related to the six-month non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy offset by operating increases as noted above.

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Operations – Stormwater Maintenance (123-433-538)

Goal	The goal of the Public Works, Division of Operations Stormwater Maintenance Program is to provide for the safety, comfort and convenience of the public by creating, maintaining and managing infrastructure and programs supporting transportation, roadside beautification, and stormwater maintenance.
Core Objectives	<ol style="list-style-type: none"> 1. Maintain and retrofit open and enclosed County owned drainage systems providing for water quality and rate control. 2. Protect citizens against personal injury and private property loss, as well as Leon County from financial loss associated with stormwater runoff. 3. Provide silt removal from open ditches and enclosed stormwater pipe maintenance (mechanically and by hand labor). 4. Sod, hydromulch, seed and hay shoulders, front slopes, back slopes and ditches to prevent erosion. 5. Respond to service requests from citizens and internal customers. 6. Construct and repair concrete structures (i.e. concrete ditch block, concrete ditch pavement, inlets, curbs, and head walls). 7. Conduct routine maintenance such as mowing, tree trimming, and fence repair on stormwater ponds and conveyances. 8. Remove silt from ponds and replace stormwater pond filter systems to ensure proper treatment of stormwater. 9. Repair and stabilize stormwater ponds and conveyances to prevent erosion and future damage to the facility. 10. Conduct inspections of stormwater ponds and conveyance systems to ensure compliance with environmental permits. 11. Maintain vegetation in all County maintained stormwater facilities.
Statutory Responsibilities	Comprehensive Plan: Section II - Transportation; Section III - Utilities; Section IX - Capital Improvements; Federal Non-Point Discharge Elimination System (NPDES) regulations set forth in Section 40 CFR 122.26; State Water Policy: Florida Administrative Code Chapter 62; Rule 62-40.432(2)(c), FAC; Leon County Code of Ordinances, Chapter 10, Article VII, City of Tallahassee Land Development Code, Chapter 5, Section 5-57
Advisory Board	None

Benchmarking			
Priorities	Benchmark Data	Leon County FY19 Actual Production MH/Unit	Benchmark (FDOT 4 Year Average Production)
Q2,EN1	Cleaning of Drainage Pipes (Mechanical) ¹	0.149 man hrs./linear ft.	0.120 man hrs./linear ft.
Q2,EN1	Cleaning and Reshaping Roadside Ditches ¹	0.105 man hrs./linear ft.	0.091 man hrs./linear ft.

Source: Florida Department of Transportation 2020

1. Leon County man-hour production is slightly higher than FDOT due to FDOT having longer runs of roadside ditches resulting in higher production per project.

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Operations - Stormwater Maintenance (123-433-538)

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
G1	Complete 90% of work order requests, excluding major construction projects, within six weeks ¹ .	73%	61%	90%	90%
Q2,EN1	Clean and reshape 225,000 feet/year of roadside ditches annually ² .	124,073	174,245	150,000	150,000
Q2,EN1	Clean 9,500 feet of drainage pipes annually (Mechanical) ³ .	9,113	8,970	9,500	9,500
Q2,EN1	Percent of ponds and associated conveyances mowed two times annually per County Operating Permit requirements ⁴ .	98%	96%	90%	90%
Q2,EN1	Percent of County conveyance systems, not associated with County Operating Permits, mowed one time annually ⁵ .	25%	11%	15%	15%

Notes:

- The Division completed 61% of work order requests within six weeks, short of the 90% performance goals. This is due in part to staff vacancies; however, response time to work orders varies annually due to various factors such as weather and the number of service requests received.
- The Division cleaned and reshaped 174,245 feet of roadside ditches in FY 2019. As indicated in #1 above, staffing vacancies prevented the Division from meeting this performance goal. As a result of the continued vacancies and the loss of experienced operators, the performance measure estimates have been reduced for FY 2020 & FY 2021 to reflect current levels of productivity.
- The Division cleaned 8,970 feet of drainage pipes in FY 2019, 94% of the performance estimate.
- The Division achieved 96% of its goal of mowing all permitted ponds and associated conveyances twice annually per County Operating Permit requirements, exceeding the 90% performance goal. The use of contract mowing attributed to the increase in productivity.
- The Division mowed 11% of County non-permitted conveyance systems in FY 2019. The Division continues to experience a decline in the availability of inmate work crews throughout the year to perform this activity, which impacts the percentage of conveyance systems mowed. As a result of the continued inability to obtain inmates the performance measure estimates have been reduced for FY 2020 and FY 2021 to reflect current levels of productivity.

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Operations - Stormwater Maintenance (123-433-538)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	2,029,243	2,416,934	2,356,567	(149,139)	2,207,428	2,435,909
Operating	1,342,301	956,377	1,019,801	(3,470)	1,016,331	1,057,057
Total Budgetary Costs	<u>3,371,544</u>	<u>3,373,311</u>	<u>3,376,368</u>	<u>(152,609)</u>	<u>3,223,759</u>	<u>3,492,966</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
123 Stormwater Utility	3,371,544	3,373,311	3,376,368	(152,609)	3,223,759	3,492,966
Total Revenues	<u>3,371,544</u>	<u>3,373,311</u>	<u>3,376,368</u>	<u>(152,609)</u>	<u>3,223,759</u>	<u>3,492,966</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Stormwater Superintendent	0.80	0.80	0.80	-	0.80	0.80
Work Control Coordinator	1.00	1.00	1.00	-	1.00	1.00
Maintenance & Construction Supervisor	2.00	-	-	-	-	-
Crew Chief II	6.00	6.00	6.00	-	6.00	6.00
In-Mate Supervisor	4.00	4.00	4.00	-	4.00	4.00
Senior Crew Chief Maintenance & Construction	-	2.00	2.00	-	2.00	2.00
Equipment Operator	9.00	10.00	9.00	-	9.00	9.00
Crew Chief I	1.00	1.00	1.00	-	1.00	1.00
Heavy Equipment Operator	4.00	3.00	4.00	-	4.00	4.00
Maintenance Technician	14.00	14.00	14.00	-	14.00	14.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalentents (FTE)	<u>42.80</u>	<u>42.80</u>	<u>42.80</u>	<u>-</u>	<u>42.80</u>	<u>42.80</u>

The major variances for the FY 2021 Stormwater Maintenance budget are as follows:

Increases to Program Funding:

1. Other contractual services increase in the amount of \$3,185 associated with an annual street sweeping contract.
2. Vehicle coverage costs increase associated with higher insurance rates.
3. Fuel and oil increase in the amount of \$30,655 related to the estimated consumption of diesel and unleaded fuel.
4. Transportation costs in the amount of \$32,333 associated with estimated higher vehicle repair costs.

Decreases to Program Funding:

1. Personnel costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Decreases in personnel in the amount of \$149,139 is related to the six-month hiring freeze implemented by the County as part of the FY 2021 budget balancing strategy.
3. Decrease in other current charges and obligations in the amount of \$9,370 associated with the renewal cycle for general maintenance and stormwater operating permits which are done on a three year cycle.
4. Decrease in travel and training in the amount of \$3,470 is related to the six-month non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Operations – Mosquito Control (001-216-562/125-214-562)

Goal	The goal of the Public Works, Division of Operations Mosquito Control Program is to provide Leon County residents and visitors with effective and environmentally sound mosquito control services. Services and educational programs are provided to protect public health and reduce human discomfort associated with large mosquito populations.
Core Objectives	<ol style="list-style-type: none"> 1. Conduct fog truck spraying services during the early evening hours to target active mosquitoes. 2. Provide inspections of citizens' properties, provide educational literature, and make practical recommendations to the residents. 3. Conduct inspections of ponds and pools to determine if they are suitable for introduction of mosquitofish. 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. 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. 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. 7. Map all mosquito control surveillance and requests to identify mosquito activity clusters that may require additional efforts. 8. Monitor for mosquito-borne diseases using sentinel chicken flocks. Collect blood samples and send to the Florida Department of Health for testing. 9. Collect discarded tires from neighborhoods and dispose of through Leon County Solid Waste Management Division.
Statutory Responsibilities	Florida Statutes, Chapter 388 and Florida Administrative Code, Chapter 5E-13; Generic Permit, DEP Document 62-621.300(8)(e), Florida Administrative Code (F.A.C.)
Advisory Board	None

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Q2, G1	75% of mosquito larva requests responded to in three days ¹ .	68%	66%	75%	75%
Q2, G1	75% of adult mosquito spraying requests responded to in three days ² .	77%	80%	75%	75%
Q2, G1	75% of domestic mosquito requests responded to in three days ³ .	46%	58%	N/A	N/A

- Notes:
1. The Division responded to 66% of mosquito larva requests in three days, short of the 75% performance goal. This is due primarily to staffing shortages for daytime OPS personnel.
 2. The truck spraying activities are conducted on the streets at nighttime and are directed at adult mosquitoes which are active at night. The Division responded to 80% of adult mosquito spraying requests within three days, exceeding the 75% performance goal. This is due to the Division being fully staffed with nighttime OPS personnel.
 3. As part of the FY 2021 budget reduction strategy, the domestic mosquito hand fogging program was eliminated. This service is provided by the private sector. As a result, this performance measure will be non-applicable after FY 2020.

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Operations - Mosquito Control (001-216-562)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	485,330	527,147	548,279	(58,946)	489,333	534,712
Operating	213,170	324,062	332,024	(13,853)	318,171	320,332
Total Budgetary Costs	698,500	851,209	880,303	(72,799)	807,504	855,044
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	698,500	851,209	880,303	(72,799)	807,504	855,044
Total Revenues	698,500	851,209	880,303	(72,799)	807,504	855,044
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Stormwater Superintendent	0.20	0.20	0.20	-	0.20	0.20
Mosquito Control Supervisor	1.00	1.00	1.00	-	1.00	1.00
Mosquito Control Technician	2.00	2.00	2.00	-	2.00	2.00
Crew Chief II	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalentents (FTE)	6.20	6.20	6.20	-	6.20	6.20
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Mosquito Control Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalentents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2021 Mosquito Control budget are as follows:

Increases to Program Funding:

1. Personnel costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Transportation costs in the amount of \$7,308 associated with estimated higher vehicle repair costs.

Decreases to Program Funding:

1. Decreases in personnel in the amount of \$58,946 is related to the elimination of the domestic hand fogging program, which is provided by the private sector, and the six-month hiring freeze implemented by the County as part of the FY 2021 budget balancing strategy.
2. Decrease in operating supplies in the amount of \$11,790 is related to the elimination of the domestic hand fogging program as part of the FY 2021 budget balancing strategy.
3. Decrease in travel and training in the amount of \$2,103 is related to the six-month non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

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

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	58,519	32,468	32,468	-	32,468	32,468
Capital Outlay	17,150	-	-	-	-	-
Total Budgetary Costs	75,669	32,468	32,468	-	32,468	32,468
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
125 Grants	75,669	32,468	32,468	-	32,468	32,468
Total Revenues	75,669	32,468	32,468	-	32,468	32,468

The FY 2021 Mosquito Control Grant budget is recommended at the same funding level as the previous fiscal year.

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Engineering Services (106-414-541)

Goal	The goal of the Department of Public Works Engineering Services is to provide the public with professional services for the construction and maintenance of cost-effective infrastructure to enhance our community's quality of life.
Core Objectives	<ol style="list-style-type: none"> 1. In-house design using County staff and 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. 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 interests with Blueprint Program administration and capital project implementation, participating in the annual review of tax deeds, representing Leon County Public Works with citizen committees (Science Advisory & Water Resources Committees), coordinating with state, federal, and local agencies regarding water resource priorities and public health concerns, and providing technical support for permitting and litigation actions. 3. Responds to requests from other departments/divisions for delineation of County property and easements, which also includes: preparing and/or reviewing legal descriptions, sketches, and maps for the acquisition or disposition of property; easements, or other real estate interest. In addition, the preparation and/or review of legal descriptions, sketches and maps for the County Attorney's Office and other departments; responding to the Board for information regarding land ownership issues; and assists with the new County-owned property inventory list. 4. Responsible for the administration of the Stormwater Utility Program, the Water Quality Monitoring/Total Maximum Daily Load (TMDL) Program and implementation of the National Pollutant Discharge Elimination Systems (NPDES) standards for public drainage systems. Provide technical support for implementing the management strategies outlined in the Wakulla Springs BMAP. 5. Responsible for Infrastructure Operations including: review of drainage complaints with field staff; responding to citizens, administration, and commission staff; developing operational corrections or scope of required capital project to address complaints, and identification of problem areas. 6. Provides support to the Development Review Division of Development Support & Environmental Management, including; review of drainage and treatment designs for public subdivisions, recommendations of plan modifications to comply with maintenance requirements, ensurance of traffic safety and pedestrian accessibility, identification of drainage problem areas potentially affected by design, coordination with Stormwater Maintenance staff when standards cannot be achieved, and representing Leon County Public Works in review of regional development plans. 7. Responsible for Capital Project Development which includes: identifying planning needs to define project scope to correct flooding or water quality concerns, improve roadway levels of services, and enhance pedestrian safety. Prepares grant applications to support capital projects, and provides technical assistance to design staff regarding wetland and water resource protection/restoration, public outreach and coordination. 8. Provides significant public support in response to citizen requests for roadway and traffic issues including, but not limited to; speed studies, stop sign evaluations, striping, warning or advisory sign placement or safety markings and administering the traffic calming program. 9. Manages the Fire Hydrant Installation Program. 10. Provides pavement management evaluation and maintains relative priorities for pavement restoration methodology within the available budget. Significant interaction coordination is provided to assure that underlying infrastructure is repaired prior to resurfacing. 11. Develops and manages Capital Improvement Projects for County owned facilities and facilities utilized by the Constitutional Offices. 12. Provides professional assistance to Facilities Maintenance with in-house force or consultants.

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Engineering Services (106-414-541)

Statutory Responsibilities	Florida Statutes, Chapter 316 "State Uniform Traffic Control", Chapter 336 "County Road System", Chapter 337 "Contracting, Acquisition and Disposal of Property", Chapter 472 "Land Surveying", Chapter 177 "Land Boundaries" ; Leon County Code of Laws, Chapter 10 "Land Development Code", Chapter 13 "Parks and Recreation", Chapter 16 "Streets, Roads, and Public Ways", Chapter 18 "Utilities", Chapter 341 "Public Transit", Chapter 373 "Water Resources", Chapter 471 "Engineering"; Leon County Code of Laws, Chapter 14 "Drainage", Federal Statutes 1972 "Federal Water Pollution Control Act (NPDES: 40 CFR, parts 9, 122, 123,124)", Florida Constitution Article 12(9)(c)(5), Florida Statute 206.47(7), Florida Statute 206.875, Florida Statute 206.60, Florida Statute 336.021, Florida Statute 336.025, Policy 2.2.6 of the Conservation Element of the Comprehensive Plan, Federal Statute 33 U.S.C. Section 1342(p) and Florida Statute Section 403.0885
Advisory Board	Blueprint Technical Coordinating Committee, Parks & Recreation Advisory Team, Community Traffic Safety Team, Bicycle/Pedestrian Advisory Committee, Capital Region Transportation Planning Agency Technical Coordinating Committee, Capital Region Transportation Planning Agency, Transportation Alternatives subcommittee.

Strategic Plan Bold Goals and Five-Year Targets						
Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Estimate
BG2	Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone between FY17-FY21 ¹ .	610 In Progress				
T5	Plant 15,000 trees between FY17-FY21 ² .	224	350	233	745	275
T5	Plant 1,000 trees in Canopy Roads between FY17-FY 21. ³	18	0	96	168	0
T6	Ensure 100% of new County building construction, renovation and repair utilize sustainable design.	See Note #4				
T8	Construct 30 miles of sidewalks, greenways and trails between FY17-FY21 ⁵ .	1.1	3.8	1.75	3.35	3.48
T10	Construct 100 fire hydrants between FY17-FY21 ⁶ .	15	17	16	20	20

Notes:

- In FY 2019, a total of 179 septic tanks were eliminated through the completion of the Woodside Heights Septic to Sewer Project. 431 are planned or in progress, for a total of 610, which exceeds the five-year Bold Goal.
- This only reflects the number of trees planted by the Engineering Division through planned construction projects. The Operations division and other Departments also plant trees every year.
- To support the planting of 1,000 trees in the canopy roads, the County will work with the Canopy Roads Committee to update the long-term management plan for the Canopy Roads including an active tree planting program. Recurring funding has been included in the Public Works budget since FY 2018 to develop an active canopy road tree planting program, estimated to plant 1,000 trees on canopy roads between FY 2018 and FY 2021.
- To achieve this Target, staff is currently working to implement policies and procedures that will ensure sustainable design is utilized in 100% of new construction, renovation, and repair by the year 2021. For instance, staff has developed material standards for small renovations such as painting and carpet installation, and staff are also working to incorporate Green Building criteria into the next update of the Facilities Design Guidelines.
- This only reflects the number of sidewalk and trail miles constructed by Public Works. Other Departments, such as Parks & Recreation and Blueprint 2000 also construct sidewalks, greenways, and trails. Public Works' contribution to this target will be accomplished through the continued implementation of the County's Sidewalk Program and other transportation capital projects.
- Fire hydrant construction is subject to available funding. Budgeted outyears tentatively allocate \$150,000 annually for the construction of new fire hydrants. Of this, \$50,000 is dedicated for a matching program which allows a HOA or citizen and the County to evenly share in the cost of hydrant installations. Based on actuals and future estimates, staff anticipates sufficient hydrants being installed per year to meet the target.

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Engineering Services (106-414-541)

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
G1	Manage staff so that not less than 35% of staff time is spent on Capital Improvement Project activities.	32%	35%	35%	35%
EN2, Q2	Review, permit, and inspect for completion of all projects assigned to ensure compliance with County standards.	100%	100%	100%	100%
G1	Maintain subdivision plat review time by Engineering Services to an average of 6 days or less after receipt of complete submittals.	5	5	5	5
G1	Maintain number of Leon County water bodies sampled annually.	41	40	40	40

Notes:

1. The department consistently exceeded the prior performance goal of 30% of staff time being spent on Capital Improvement Project activities. The goal was revised to 35% and staff is meeting the goal.
2. The department met 100% of its goal to review, permit, and inspect for completion of all projects assigned to ensure compliance with County standards.
3. The department met the performance goal with an average of five days review time for subdivision plats.
4. The department sampled 40 Leon County water bodies in FY 2019. The reduction in water bodies is a result of two water bodies combined into one reporting sample due to them being connected to the same wetlands.

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Engineering Services (106-414-541)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	3,169,409	3,450,200	3,564,861	(124,469)	3,440,392	3,681,204
Operating	338,705	526,192	531,017	(13,186)	517,831	531,092
Capital Outlay	872	-	-	-	-	-
Total Budgetary Costs	<u>3,508,986</u>	<u>3,976,392</u>	<u>4,095,878</u>	<u>(137,655)</u>	<u>3,958,223</u>	<u>4,212,296</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
106 Transportation Trust	3,508,986	3,976,392	4,095,878	(137,655)	3,958,223	4,212,296
Total Revenues	<u>3,508,986</u>	<u>3,976,392</u>	<u>4,095,878</u>	<u>(137,655)</u>	<u>3,958,223</u>	<u>4,212,296</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Director of Engineering Services	1.00	1.00	1.00	-	1.00	1.00
Water Resource Scientist	1.00	1.00	1.00	-	1.00	1.00
Construction Manager II	1.00	1.00	1.00	-	1.00	1.00
Chief of Engineering Coordination	1.00	1.00	1.00	-	1.00	1.00
Chief of Building Engineering	1.00	1.00	1.00	-	1.00	1.00
Chief of Engineering Design	1.00	1.00	1.00	-	1.00	1.00
Stormwater Management Coordinator	1.00	1.00	1.00	-	1.00	1.00
Senior 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 Management	1.00	1.00	1.00	-	1.00	1.00
County Surveyor	1.00	1.00	1.00	-	1.00	1.00
CAD Technician	3.00	3.00	3.00	-	3.00	3.00
Design Analyst	2.00	2.00	2.00	-	2.00	2.00
Survey Technician II	1.00	1.00	1.00	-	1.00	1.00
Senior Construction Inspector	2.00	2.00	2.00	-	2.00	2.00
Facilities Planner	1.00	1.00	1.00	-	1.00	1.00
Engineer Intern	1.00	1.00	1.00	-	1.00	1.00
Senior Engineering Design Specialist	1.00	1.00	1.00	-	1.00	1.00
Water Resource Specialist	1.00	1.00	1.00	-	1.00	1.00
Water Quality Engineer	1.00	1.00	1.00	-	1.00	1.00
Survey Technician I	1.00	1.00	1.00	-	1.00	1.00
Water Resource Limnologist	1.00	1.00	1.00	-	1.00	1.00
Project Engineer	1.00	1.00	1.00	-	1.00	1.00
Survey Party Chief	1.00	1.00	1.00	-	1.00	1.00
Construction Inspector	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate VI	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Construction Inspection Aide	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalentents (FTE)	<u>36.00</u>	<u>36.00</u>	<u>36.00</u>	<u>-</u>	<u>36.00</u>	<u>36.00</u>

The major variances for the FY 2021 Engineering Services budget are as follows:

Increases to Program Funding:

1. Personnel costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Transportation costs in the amount of \$4,546 associated with estimated higher vehicle repair costs.

Decreases to Program Funding:

1. Decreases in personnel in the amount of \$124,469 is related to the six-month hiring freeze implemented by the County as part of the FY 2021 budget balancing strategy.
2. Decrease in travel and training in the amount of \$13,186 is related to the six-month non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.
3. Fuel costs decrease in the amount of \$1,100 related to the estimated consumption of diesel and unleaded fuel.

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Fleet Maintenance (505-425-591)

Goal	The goal of the Department of Public Works Fleet Maintenance is to provide the best quality maintenance and repair at the most economical cost to taxpayers of Leon County.
Core Objectives	<ol style="list-style-type: none"> 1. Repair and maintain more than 728 vehicles and equipment for the Board and the Health Department. Additionally, repair and maintenance is provided on 30 vehicles by request on vehicles owned by the Constitutional Officers excluding the Sheriff's Department. 2. Perform preventative maintenance services on light, heavy, and miscellaneous equipment. 3. Procure parts and supplies needed for repairs. 4. Provide road and field service repairs on stationary equipment and disabled vehicles. 5. Repair and maintain computerized Mosquito Control fogging units. 6. Coordinate tire repairs for field service vehicles and normal replacement due to wear and/or damage. 7. Procure, store and distribute more than 550,000 gallons of fuel and more than 4,500 gallons of motor oil annually for Board, Constitutional Offices, and Florida Department of Law Enforcement vehicles. 8. Provide total in house management of fuel reporting system. 9. Coordinate collision repairs as well as vandalism, theft and wrecker service. 10. Develop, implement, and maintain six annual vehicle/equipment Capital Improvement Programs according to County Green Fleet Policy. 11. Implement and maintain total cost concept buying on heavy equipment. 12. Coordinate, maintain, and repair Emergency Medical Services fleet including all ambulances.
Statutory Responsibilities	Code of Federal Regulations (CFR) Chapter 40, Part 279 "Used Oil and Filters" F.S. Chapter 316.2935 "Air Pollution Control Equipment; Tampering Prohibited; Penalty" F.S. Chapter 316.2937 "Motor Vehicle Emission Standards" F.S. Chapter 403.717 "Environmental Control – Waste Tire and Lead-Acid Battery Requirements" F.S. Chapter 403.751 and 403.760 "Environmental Control – Resource Recovery and Management" Florida Department of State Rules 62-710 "Used Oil Management" and 62-711 "Waste Tire Rule"
Advisory Board	None

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G1	Hourly Shop Rate (Light Equipment)	\$80.00	\$119.00 ¹
G1	Hourly Shop Rate (Heavy Equipment)	\$80.00	\$129.00 ²
G1	Mechanic productivity (based on 2,080 hours annually)	75%	66% to 72% ³

Benchmark Sources:

1. Based on March 2020 survey of Local Vendor Hourly Labor Cost: Dale Earnhardt Chevrolet - \$130; Legacy Toyota - \$117, and Tallahassee Ford - \$110
2. Based on March 2020 survey of Local Vendor Hourly Labor Cost: Beard Equipment - \$120, Capital Truck - \$150, and Ring Power - \$116
3. The Mechanic Productivity rate is based on data from Beard Equipment and Ring Power, 2019.

Performance Measures

Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
G1	Number of chargeable hours.	5,350	5,514	5,500	5,500
G1	Number of preventative maintenance services performed. ¹	1,028	1,072	1,000	1,000
EN4	Number of alternative fuel vehicles purchased. ²	1	1	2	2
EN4	Number of average miles per gallon for hybrid vehicles. ³	21.11	26	27	27

Notes:

1. FY20 and FY21 services are expected to be lower due to less miles driven as a result of more staff working from home and more services being offered virtually because of COVID-19.
2. Fleet continues to increase the number of alternative fuel vehicles purchased to meet the County's long-term goal of reducing petroleum consumption. Fleet is on track to purchase two additional vehicles in FY20 and FY21.
3. The increase in average miles per gallon for hybrid vehicles can be attributed to enhanced hybrid technology features which has resulted in the production of more fuel efficient vehicles and driver awareness in regard to idle time and trip planning.

Leon County Fiscal Year 2021 Tentative Budget

Department of Public Works

Fleet Maintenance (505-425-591)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	622,482	592,776	616,912	-	616,912	639,610
Operating	2,316,935	2,298,867	2,408,328	48,338	2,456,666	2,464,443
Total Budgetary Costs	<u>2,939,417</u>	<u>2,891,643</u>	<u>3,025,240</u>	<u>48,338</u>	<u>3,073,578</u>	<u>3,104,053</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
505 Motor Pool	2,939,417	2,891,643	3,025,240	48,338	3,073,578	3,104,053
Total Revenues	<u>2,939,417</u>	<u>2,891,643</u>	<u>3,025,240</u>	<u>48,338</u>	<u>3,073,578</u>	<u>3,104,053</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Director of Fleet Management	1.00	1.00	1.00	-	1.00	1.00
Shop Supervisor	1.00	1.00	1.00	-	1.00	1.00
Equipment Mechanic	2.00	1.00	1.00	-	1.00	1.00
Senior Equipment Mechanic	3.00	4.00	4.00	-	4.00	4.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate III	-	1.00	1.00	-	1.00	1.00
Fleet Analyst	1.00	-	-	-	-	-
Total Full-Time Equivalents (FTE)	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>	<u>-</u>	<u>9.00</u>	<u>9.00</u>

The major variances for the FY 2021 Fleet Management budget are as follows:

Increases to Program Funding:

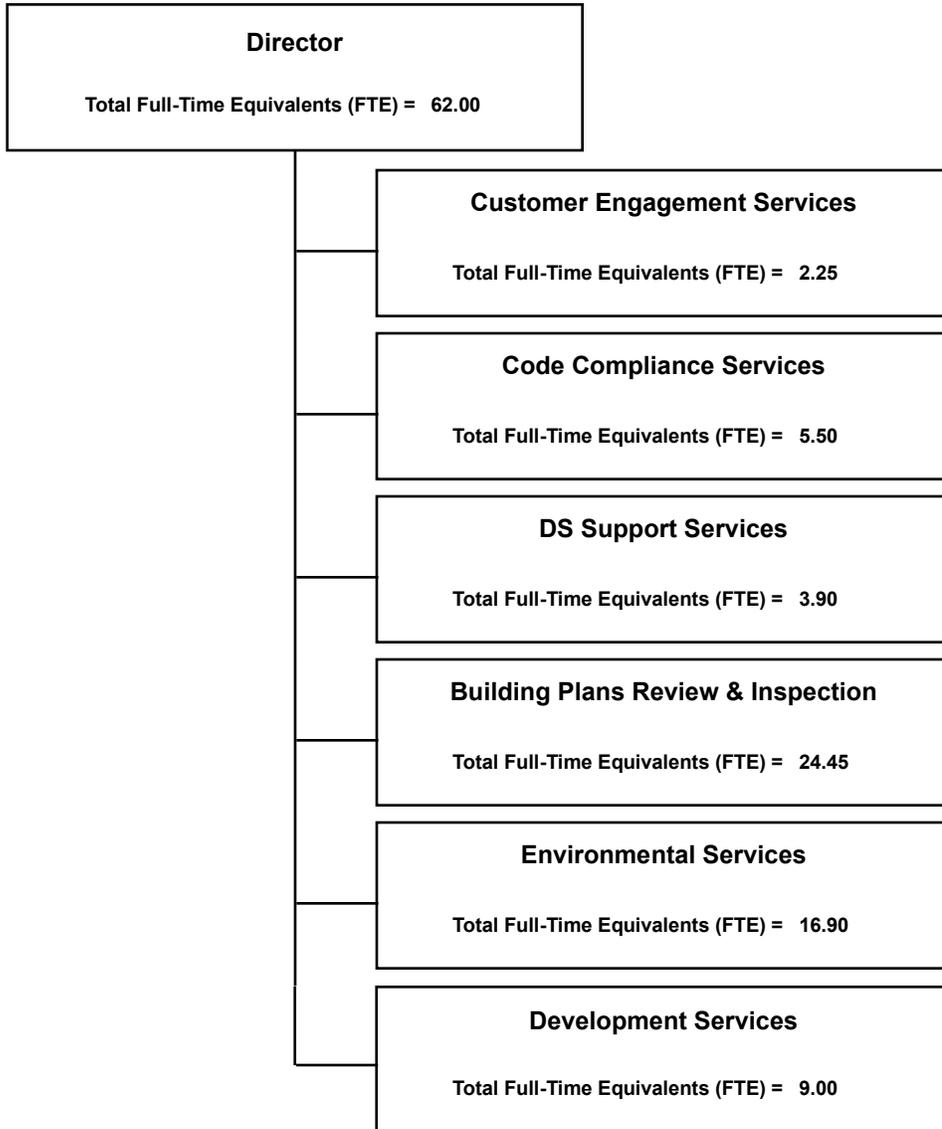
1. Personnel costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual Services increase of \$20,596 associated with increase of GPS monitoring in County vehicles.
3. Vehicle coverage costs increase associated with higher insurance rates.
4. Repairs and maintenance increase associated with increased cost for replacement parts and materials for repairs.
5. Increase in operating supplies increase of \$27,742 associated with the increased fuel consumption estimate.

Leon County Fiscal Year 2021 Tentative Budget**Department of Development Support & Environmental Management**

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Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management



Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support and Environmental Management

Executive Summary

The Department of Development Support and Environmental Management (DSEM) section of the Leon County FY 2021 Annual Budget is comprised of Code Compliance Services, Customer Engagement Services, Support Services, Building Plans Review & Inspection, Environmental Services, Development Services, and Florida Department of Environmental Protection (FDEP) Storage Tank Program.

Code Compliance Services coordinates and administers contractor licensing, code compliance, address assignment and street naming, and citizen review board services. Customer Engagement Services facilitates process improvements to assist customers through the development review and approval process and reflects the updated service model set forth in the new customer value proposition for DSEM. Building Plans Review & Inspection ensures compliance using the Florida Building Code for building permit application review and inspections. Development Services ensures land development proposals are approved consistent with adopted standards and regulations. Environmental Services provides technical and scientific permitting and review services and disseminates environmental information to the public. The Department's Storage Tank program implements the FDEP Storage Tank Contract.

On January 24, 2017, the Board formally adopted the FY2017-FY2021 Strategic Plan. Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, DSEM's Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

Development Services:

The Development Services Division staff is coordinating with the Office of Sustainability to amend the Land Development Code to provide specific standards for solar energy systems and to provide an expedited permitting process to promote alternative and renewable energy sources. Development Services staff has been working with Animal Control and other interested parties to amend the LDC to allow urban agriculture opportunities within the urban areas of the County. Staff has also been working with the Tallahassee/Leon County Planning Department to create a Mining zoning district that would be more appropriate for existing and proposed mining activities in the unincorporated area. Development Services staff has continued to coordinate with City Growth Management staff on multiple amendments to the Southwood Development of Regional Impact. Staff continues to provide exceptional customer service while processing 208 Permitted Use Verifications and Residential Compliance Certificates, 97 exempt development applications, 57 site and development plans, 1,815 zoning compliance determinations for residential developments, and 27 concurrency certificates.

Customer Engagement Services:

Customer Engagement Services staff assisted approximately 9,305 walk-in customers and answered approximately 3,260 incoming phone calls. Customer Engagement Services staff also continued to provide exceptional customer service by responding to public records requests, issuing Certificates of Occupancy and Completion, and staffing department meetings, including but not limited to, the Advisory Committee for Quality Growth, Science Advisory Committee, and Board of Adjustment and Appeals.

Environmental Services:

Staff has fully implemented the driveway permitting functions transferred from Public Works and has transitioned public subdivision inspection responsibilities to Public Works. Staff has reviewed and approved 58 Natural Features Inventories, 72 site plans, 31 stormwater management facility (SWMF) operating permits, 1,447 single-family environmental permits, 240 SWMF operating permit renewals, 151 driveway applications, 240 permitted use verifications for environmental requirements and 82 environmental management permits. Staff also assisted 1,387 walk-in and telephone clients and performed more than 6,633 environmental inspections. Environmental staff also performed 100% of the compliance inspections required by the Florida Department of Environmental Protection for registered petroleum storage tank facilities.

Building Plans Review and Inspection:

The Building Plans Review and Inspection staff continues to use the electronic plan review submittal program for all building permit applications, including single family homes, additions/alterations, swimming pools, signs, cell towers, and commercial buildings. Building Plans Review and Inspection staff work with MIS to enhance the Accela system for the County's permitting and review processes. Staff has reviewed the applications and construction plans for 6,963 building permits that were issued during the past fiscal year. To ensure building life, safety, health, and welfare within unincorporated Leon County, Division staff performed 28,177 building, electrical, plumbing, mechanical, and gas inspections.

Code Compliance Services:

Code Compliance Services implemented the Board-approved Compliance Certification Letter Fee, which provides for recovery of costs associated with research and processing of open code violations, lien research requests, and the issuance of Compliance Certification Letters. Over the past year, Division staff provided exceptional customer service by investigating 1,041 code compliance inquiries, assigned 760 addresses, approving 39 street names and verified 1,911 contractors' licenses. Code Compliance Services provides staff to the County's Code Enforcement Board, Nuisance Abatement Board, Contractor's Licensing and Examination Board and the Joint Leon County and City of Tallahassee Addressing Steering Committee.

Leon County Fiscal Year 2021 Tentative Budget		
Development Support & Environmental Management Business Plan		
Mission Statement	The mission of the Leon County Department of Development Support & Environmental Management is to support the development of a sustainable community and its built environment, while protecting and preserving our natural resources to maintain the quality of life for all citizens, while building positive relationships through exceptional customer service.	
Strategic Priorities	<p>Environment</p> <ul style="list-style-type: none"> EN1 – Protect the quality and supply of our water. EN2 – Conserve and protect environmentally sensitive lands and our natural ecosystems. EN3 – Promote orderly growth and sustainable practices. EN4 – Reduce our carbon footprint. <p>Quality of Life</p> <ul style="list-style-type: none"> Q1 – Maintain and enhance our parks and recreational offerings and green spaces. Q5 – Support strong neighborhoods. Q6 – Promote livability, health, and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people. <p>Governance</p> <ul style="list-style-type: none"> G2 – Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. 	
Strategic Initiatives October 1, 2017– December 31, 2021	1. Continue the deployment of an updated permitting system that is modernized to use mobile and online technologies. (G2)	Complete/Ongoing
	2. Pursue NACo's Sol Smart designation, in conjunction with the Office of Sustainability. (EN3, EN4)	Complete
	3. Ensure County's water quality and stormwater regulations, programs and projects are evaluated and implemented holistically to advance the County's adopted strategic priority: to protect the quality and supply of our water.	Complete
	4. Implement zoning changes that allow for solar energy farms in the unincorporated area while preserving the rural character of our community. (EN3, EN4)	Complete
Actions	1. Finalize GIS interface including process improvements, report creation, and add permitting for wireless communication on utility poles based on new ordinance.	Building Plans Review and Inspection /OIT
	2. Awarded the Sol Smart Gold designation.	Development Services/Office of Sustainability
	3. Agenda item presented to the Board for approval of the report on the County's current water quality and stormwater initiatives in October 2019.	Environmental Services/ Public Works
	4. Adopted an ordinance amending Section 10-1.101 of the Land Development Code.	Development Services/ PLACE

Leon County Fiscal Year 2021 Tentative Budget

Development Support & Environmental Management

Five Year Targets and Bold Goals

Target: Reduce by at least 30% the average staff time it takes to approve a single-family building permit. (T13)

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
% Staff Approval Time ¹	9%	18%	18%	27%	30%

Notes:

1. Since FY 2017, nearly two-thirds (66%) of this target was achieved by reducing the average time from 11 days to 9 days through FY 2018. Hurricane Michael's landfall at the beginning of FY 2019 (October 10, 2018) and a record year of permit applications to the County resulted in atypical permit review times. Nearly 7,000 permits were approved by the County in FY 2019, up 33% from the prior year and four times higher than the previous peak in 2007. Single family building permit review times returned to normal in the first quarter of FY 2020. During FY 2019, the County recruiting a new Chief Building Official, launched the Project Dox software for online plans review, expanded the automatic email notification services to applicants, and contracted with private sector plans reviewers to expedite the permit approval process. Staff anticipates further efficiencies in permit review times as the County continues to utilize private sector plans reviewers and implement the new flat fee methodology for residential building permits recently approved by the Board.

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	4,969,189	5,279,030	5,460,109	(170,244)	5,289,865	5,653,296
Operating	297,495	486,750	494,400	(22,049)	472,351	494,665
Total Budgetary Costs	<u>5,266,684</u>	<u>5,765,780</u>	<u>5,954,509</u>	<u>(192,293)</u>	<u>5,762,216</u>	<u>6,147,961</u>
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Customer Engagement Services	188,794	212,075	217,641	-	217,641	225,350
DS Support Services	325,041	376,579	401,440	(3,893)	397,547	414,069
Code Compliance Services	483,081	533,632	526,852	(30,034)	496,818	541,369
Building Plans Review & Inspection	1,799,616	1,969,134	2,024,882	-	2,024,882	2,091,170
Environmental Services	1,715,004	1,807,833	1,876,070	(113,687)	1,762,383	1,938,189
Development Services	755,148	866,527	907,624	(44,679)	862,945	937,814
Total Budget	<u>5,266,684</u>	<u>5,765,780</u>	<u>5,954,509</u>	<u>(192,293)</u>	<u>5,762,216</u>	<u>6,147,961</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
120 Building Inspection	1,799,616	1,969,134	2,024,882	-	2,024,882	2,091,170
121 Development Support & Environmental Management Fund	3,300,701	3,615,406	3,738,318	(192,293)	3,546,025	3,860,002
125 Grants	166,367	181,240	191,309	-	191,309	196,789
Total Revenues	<u>5,266,684</u>	<u>5,765,780</u>	<u>5,954,509</u>	<u>(192,293)</u>	<u>5,762,216</u>	<u>6,147,961</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Building Plans Review & Inspection	24.20	24.20	24.45	-	24.45	24.45
Code Compliance Services	6.25	6.25	5.50	-	5.50	5.50
Customer Engagement Services	2.25	2.25	2.25	-	2.25	2.25
Development Services	9.00	9.00	9.00	-	9.00	9.00
DS Support Services	3.40	3.40	3.90	-	3.90	3.90
Environmental Services	16.90	16.90	16.90	-	16.90	16.90
Total Full-Time Equivalentents (FTE)	<u>62.00</u>	<u>62.00</u>	<u>62.00</u>	<u>-</u>	<u>62.00</u>	<u>62.00</u>
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Development Services	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalentents (FTE)	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>	<u>1.00</u>	<u>1.00</u>

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Customer Engagement Services (121-426-537)

Goal	The Customer Engagement Services Division provides administrative 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, records requests, and DSEM-related Citizen Connect inquiries, and provides staffing for all administrative-related responsibilities within the Department.
Core Objectives	<ol style="list-style-type: none"> 1. Provide an initial point of contact for walk-in customers and direct to the appropriate staff for assistance. 2. Provide assistance fulfilling public records requests. 3. Direct all incoming telephone calls to the appropriate staff for assistance. 4. Provide staffing for the Advisory Committee on Quality Growth, Board of Adjustment and Appeals, Science Advisory Committee, Development Review Committee, Application Review Committee, . 5. Direct Citizen Connect inquiries to the appropriate staff for resolution, and track assignments until completed.
Statutory Responsibilities	Florida Statutes, Land Development Code Chapter 10, "Environmental Management Act," Leon County Policies and Procedures Manual
Advisory Board	Advisory Committee on Quality Growth, Board of Adjustment and Appeals, Science Advisory Committee, and the Development Review Committee

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
G2	Number of walk-in customers	8,940	9,000	9,305	9,000
G2	Number of telephone calls processed ¹	35,585	29,581	25,000	25,000
G2	Total application review fees received (millions) ²	\$3.14	\$3.39	\$3.33	\$3.52

Notes:

1. FY 2020 estimates are projected lower based on data to date, which may indicate more customers are utilizing the website for assistance or visiting the office in person as indicated by the slight increase in walk-in customers.
2. This performance measure factors in application fees collected by the entire Department of Development Support & Environmental Management. In previous budget documents, this performance measure included only fees collected by Building Plans Review & Inspection.

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Customer Engagement Services (121-426-537)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	187,724	210,415	216,026	-	216,026	223,735
Operating	1,070	1,660	1,615	-	1,615	1,615
Total Budgetary Costs	188,794	212,075	217,641	-	217,641	225,350
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
121 Development Support & Environmental Management Fund	188,794	212,075	217,641	-	217,641	225,350
Total Revenues	188,794	212,075	217,641	-	217,641	225,350
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Chief Dev. Resources Officer	0.75	0.75	0.75	-	0.75	0.75
Permit Processing Supervisor	0.25	0.25	0.25	-	0.25	0.25
Permit Technician	0.75	0.75	0.75	-	0.75	0.75
Administrative Associate V	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalentents (FTE)	2.25	2.25	2.25	-	2.25	2.25

The major variances for the FY 2021 Customer Engagement 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 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0%-5% based on a 3% average.

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Code Compliance Services Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	422,899	442,783	425,842	(28,123)	397,719	440,253
Operating	60,182	90,849	101,010	(1,911)	99,099	101,116
Total Budgetary Costs	483,081	533,632	526,852	(30,034)	496,818	541,369
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Code Compliance Services (121-423-537)	483,081	533,632	526,852	(30,034)	496,818	541,369
Total Budget	483,081	533,632	526,852	(30,034)	496,818	541,369
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
121 Development Support & Environmental Management Fund	483,081	533,632	526,852	(30,034)	496,818	541,369
Total Revenues	483,081	533,632	526,852	(30,034)	496,818	541,369
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Code Compliance Services	6.25	6.25	5.50	-	5.50	5.50
Total Full-Time Equivalents (FTE)	6.25	6.25	5.50	-	5.50	5.50

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Code Compliance Services (121-423-537)

Goal	The goal of the Division of Code Compliance Services is to administer, centralize, coordinate and facilitate contractor licensing, code compliance, citizen review boards, and address assignment and street name approval services to residents, property owners and land development professionals served by the Department of Development Support and Environmental Management.
Core Objectives	<ol style="list-style-type: none"> 1. Provide administrative support for the Code Enforcement Board; Contractor's Licensing and Examination Board; and Nuisance Abatement Board. 2. Coordinate Code processing through the Code Compliance Program. 3. Coordinate and promote Code compliance through educational efforts. 4. Provide an initial point of contact to customers for all matters regarding addressing and street naming. 5. Coordinate compliance activities for the Abandoned Property Registration Ordinance, Refueling Assistance for Persons with Disabilities Ordinance, Criminal History Records Check and Waiting Period for Purchase of Firearms (aka the "Gun Show Loophole"), and Signs on the Right-of-Way Ordinance. 6. Coordinate activities for the Compliance Certification Letter to research and process open code violations and lien research requests. 7. Coordinate the streamlined Nuisance Abatement Process as outlined in Chapter 14 consistent with applicable Florida Law.
Statutory Responsibilities	Leon County Code of Laws Chapter 5 "Minimum Housing Code;" Chapter 10 "Land Development Code;" Chapter 11 "Refueling Assistance for Persons with Disabilities;" Chapter 12 Criminal History Records Check and Waiting Period for Purchase of Firearms (aka the "Gun Show Loophole"); Chapter 14 "Property Safety and Maintenance Code;" Chapter 6 and Florida Statutes, Chapter 162 "Code Enforcement Board"
Advisory Board	County's Contractor Licensing and Examination Board; Code Enforcement Board; Nuisance Abatement Board; Leon County/City of Tallahassee Addressing Steering Committee

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark*
Q6	Code compliance cases brought into compliance as a % of open cases (659 cases)	59%	55.6%
Q6	Code compliance cases brought into compliance as a % of all cases (1,108 total)	78%	73.1%

*International City/County Management Association Comparable Performance Measurement

Performance Measures

Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Q6	Percentage of Code Enforcement Board orders prepared and executed within 10 working days. ¹	103/100%	126/100%	104/100%	104/100%
G2	Number of all new construction address assignments and verifications completed within the permitting and review process as established by County code. ²	2,963	2,055	1,964	2,000

Notes:

1. In FY 2019, there were 126 Code Enforcement Board orders filed within the required 10 working days. This increase was due to the aftermath of Hurricane Michael.
2. The decrease in the number of construction address assignments and verifications is due to enhancements made to the Accela permit software enabling staff to obtain more accurate data during this reporting period. Upgrades to the system allow for greater accuracy in reporting.

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Code Compliance Services - Code Compliance Services (121-423-537)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	422,899	442,783	425,842	(28,123)	397,719	440,253
Operating	60,182	90,849	101,010	(1,911)	99,099	101,116
Total Budgetary Costs	483,081	533,632	526,852	(30,034)	496,818	541,369
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
121 Development Support & Environmental Management Fund	483,081	533,632	526,852	(30,034)	496,818	541,369
Total Revenues	483,081	533,632	526,852	(30,034)	496,818	541,369
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Code Compliance Supervisor	1.00	1.00	0.75	-	0.75	0.75
Dir. of Permit & Code Services	1.00	1.00	1.00	-	1.00	1.00
Senior Compliance Specialist	2.00	2.00	2.00	-	2.00	2.00
Addressing Customer Sv. Tech.	0.50	0.50	0.50	-	0.50	0.50
Compliance Board Coordinator	0.25	0.25	0.25	-	0.25	0.25
Addressing Program Coordinator	0.50	0.50	0.50	-	0.50	0.50
Administrative Associate IV - DSEM	-	-	0.50	-	0.50	0.50
Administrative Associate III	0.50	0.50	-	-	-	-
Administrative Associate IV	0.50	0.50	-	-	-	-
Total Full-Time Equivalentents (FTE)	6.25	6.25	5.50	-	5.50	5.50

The major variances for the FY 2021 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 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Vehicle Coverage in the amount of \$9,658, associated with an increase in insurance premiums.

Decreases to Program Funding:

1. Decreases in personnel costs in the amount of \$28,123 is related to the six-month hiring freeze implemented by the County as part of the FY 2021 budget balancing strategy.
2. Decreases in travel and training in the amount of \$1,911 is related to the six month non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.
3. The reduction of 0.75 FTE is the result of a work load allocation to the Support Services and Building Plans Review divisions.

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Support Services (121-424-537)

Goal	The goal of the Division of Support Services is to provide the administrative direction and support necessary to enable the Department to serve the public, governmental entities, and the development and environmental communities by managing growth and protecting the natural environment through public information and assistance, development review and permitting activities, and other compliance related services consistent with all applicable County and State plans, regulations, and policies.
Core Objectives	<ol style="list-style-type: none"> 1. Provide department-wide direction, coordination, and support to divisions and programs. 2. Provide administrative coordination and support for agenda, budget, personnel, training, property, and other such reports. 3. Act as liaison between the public and Department staff regarding scheduling, meetings, correspondence, public records requests, etc. 4. Provide the initial point of contact for the public and other governmental entities in their requests for information and reservation of the Renaissance Center's 2nd floor meeting room. 5. Provide the initial point of contact for the public, Department staff, and other governmental staff in their request for building, code compliance, development review, or environmental records. 6. Provide staffing for DSEM related Board-appointed citizen's committees, including recording the proceedings, taking minutes, and maintaining files. 7. Act as liaison between the public and the Clerk of Courts Office regarding electronic recording of DSEM site plan review and permitting-related documents.
Statutory Responsibilities	Chapter 119, Florida Statutes (Florida Public Records Law); Leon County Code of Laws Chapter 10 (Land Development Code); Countywide Minimum Environmental Standards Regulations (Environmental Management Act); Florida Building Code; and other BCC-adopted plans and implementing policy and procedures manuals.
Advisory Board	Board of Adjustment and Appeals; Development Review Committee; Advisory Committee for Quality Growth; Tallahassee-Leon County Planning Commission; Science Advisory Committee.

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Support Services (121-424-537)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	305,789	350,524	375,430	-	375,430	388,059
Operating	19,253	26,055	26,010	(3,893)	22,117	26,010
Total Budgetary Costs	325,041	376,579	401,440	(3,893)	397,547	414,069
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
121 Development Support & Environmental Management Fund	325,041	376,579	401,440	(3,893)	397,547	414,069
Total Revenues	325,041	376,579	401,440	(3,893)	397,547	414,069
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Dir. Dev Supp't & Environ. Mgmt	0.90	0.90	0.90	-	0.90	0.90
Records Manager	0.50	0.50	0.50	-	0.50	0.50
Operations Analyst	-	0.50	0.50	-	0.50	0.50
Administrative Associate V	1.50	1.00	1.00	-	1.00	1.00
Administrative Associate III	-	-	0.50	-	0.50	0.50
Customer Experience Liaison	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	3.40	3.40	3.90	-	3.90	3.90

The major variances for the FY 2021 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 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0%-5% based on a 3% average.
2. The addition of 0.5 FTE is the result of a work load allocation from Code Compliance Services.

Decreases to Program Funding:

1. Decreases in travel and training in the amount of \$3,893 is related to the six-month non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Building Plans Review & Inspection Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,685,690	1,756,548	1,811,788	-	1,811,788	1,878,017
Operating	113,926	212,586	213,094	-	213,094	213,153
Total Budgetary Costs	1,799,616	1,969,134	2,024,882	-	2,024,882	2,091,170
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Building Plans Review and Inspection (120-220-	1,799,616	1,969,134	2,024,882	-	2,024,882	2,091,170
Total Budget	1,799,616	1,969,134	2,024,882	-	2,024,882	2,091,170
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
120 Building Inspection	1,799,616	1,969,134	2,024,882	-	2,024,882	2,091,170
Total Revenues	1,799,616	1,969,134	2,024,882	-	2,024,882	2,091,170
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Building Plans Review and Inspection	24.20	24.20	24.45	-	24.45	24.45
Total Full-Time Equivalents (FTE)	24.20	24.20	24.45	-	24.45	24.45

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Building Plans Review & Inspection (120-220-524)

Goal	The goal of the Building Plans Review and Inspections Division is to ensure that built environments are safe, accessible and energy efficient through compliance with all applicable construction codes, plans review, inspections, the use of automated technologies and continuing staff development.
Core Objectives	<ol style="list-style-type: none"> 1. Review building plans and permit applications for all proposed new construction, renovated or altered structures, both public and private, to ensure compliance with the Florida Building Codes, all state-mandated construction laws, and the County's Floodplain Management Ordinance. 2. Review building foundation plans for all proposed manufactured housing permits to ensure compliance with the State Department of Motor Vehicles requirements. 3. Inspection of all new construction, renovated or altered structures, both public and private, to ensure compliance with the Florida Building Codes, all state-mandated construction laws and the County's Floodplain Management Ordinance. 4. Inspect building foundation systems of all manufactured housing to ensure compliance with the State Department of Motor Vehicles requirements. 5. Provide daily, on demand building plans review and inspection service advisor assistance to the public. 6. Provide the Board upon request with recommendations and professional assistance regarding all matters relating to building plans review and approval, construction regulation and building inspection. 7. Provide staffing to the Leon County Code Enforcement, Contractors' Licensing, and Examination Board, and the Board of Adjustment and Appeals. 8. Division Director participates on the COOP Planning Team and serves as Facilities Manager.
Statutory Responsibilities	101 Life Safety Code - F.S., Chapter 633.025; Florida Mechanical Code - Leon County Code of Laws, Section 5-(151 - 153); Florida Plumbing Code; & F.S., Chapter 553.01 - 553.14; National Electrical Code; & F.S., Chapter 553.15 - 553.23; Florida Gas Code; Florida Building Code: & F.S., Chapter 553.73; Florida Energy Code - F.S., Chapter 553.900 - 553.975; Florida Americans With Disabilities Act - F.S., Chapter 553.45 - 553.495; Zoning Code - (LCCOL), Section 10-(836 - 837); Contractor Licensing; Swimming Pool Code; Florida/County Mobile Homes Installation - (LCCOL), Section 5-(166 - 175); F.S., Administrative Rule, Chapter 15C-1.10; Floodplain Management; Sign Code - (LCCOL), Section 10-(1801 - 1830); Florida Fire Code; F.S., Chapter 633.025; Section 10-362; Florida Construction Lien Laws - F.S., Chapter 713.135; Funding of the Building Code Administrators and Inspectors Board, F.S. Chapter 468.631; Funding of the Florida Building Commission, F.S. Chapter 553.721; Mandatory Building Inspector Certification - F.S., Chapter 468.601-468.633, Carbon Monoxide Detection by Occupancy- F.S., Chapter 509.211
Advisory Board	Leon County Contractor Licensing and Examination Board; Code Enforcement Board; Board of Adjustment and Appeals

Benchmarking

Priorities	Permit Review & Time Frames ¹	Single Family			Commercial		
		Total Days	Applicant	Staff	Total Days	Applicant	Staff
G2	2017 Actual	28	17	11	41	24	17
G2	2018 Actual	26	16	10	43	23	20
G2	2019 Actual	29	20	9	42	25	17
G2	2020 Estimate	24	16	8	42	23	20
G2	2021 Estimate	24	16	8	40	24	16

Notes:

1. Review items are based on calendar days and include both staff and applicant/consultant holding periods. Building, Environmental and septic permit applications are reviewed concurrently.
2. Hurricane Michael's landfall at the beginning of FY 2019 and a record year of permit applications to the County resulted in atypical permit review times. The FY 2020 estimate illustrates a delay in review times due to the implications of the COVID-19 pandemic.

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Building Plans Review & Inspection (120-220-524)

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Estimate
T13	Reduce by at least 30% the average staff time it takes to approve a single family building permit. ¹	9%	18%	18%	27%	30%

Notes:

- Since FY 2017, nearly two-thirds (66%) of this target was achieved by reducing the average time from 11 days to 9 days through FY 2018. Hurricane Michael's landfall at the beginning of FY 2019 (October 10, 2018) and a record year of permit applications to the County resulted in atypical permit review times. Nearly 7,000 permits were approved by the County in FY 2019, up 33% from the prior year and four times higher than the previous peak in 2007. Single family building permit review times returned to normal in the first quarter of FY 2020. During FY 2019, the County recruiting a new Chief Building Official, launched the Project Dox software for online plans review, expanded the automatic email notification services to applicants, and contracted with private sector plans reviewers to expedite the permit approval process. Staff anticipates further efficiencies in permit review times as the County continues to utilize private sector plans reviewers and implement the new flat fee methodology for residential building permits recently approved by the Board.
- The figures for FY 2020 and FY 2021 are estimates.

Performance Measures

Priorities	Performance Measures	FY 2018 Actual	FY 2019 Actuals	FY 2020 Estimates	FY 2021 Estimates
G2	Number of building inspections performed.	24,612	30,495	25,500	30,000
G2	Percentage of inspections completed on time.	100%	100%	100%	100%
G2	Percentage of permit requests completed within 30 days.	100%	100%	100%	100%
G2	Building inspections per day per inspector.	12	20 ¹	13	18
G2	Plan reviews per plans examiner per day.	7	12.6 ¹	7	7
G2	Number of permits issued and processed	5,314	6,983 ¹	5,600	5,600

Notes:

- The increase in this figure is due to the aftermath of Hurricane Michael. The FY 2020 estimate shows a return to a more normal range, while the FY 2021 estimate illustrates the impact of anticipated increases in development.

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Building Plans Review & Inspection - Building Plans Review and Inspection (120-220-524)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,685,690	1,756,548	1,811,788	-	1,811,788	1,878,017
Operating	113,926	212,586	213,094	-	213,094	213,153
Total Budgetary Costs	1,799,616	1,969,134	2,024,882	-	2,024,882	2,091,170
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
120 Building Inspection	1,799,616	1,969,134	2,024,882	-	2,024,882	2,091,170
Total Revenues	1,799,616	1,969,134	2,024,882	-	2,024,882	2,091,170
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Dir. Dev Supp't & Environ. Mgmt	0.10	0.10	0.10	-	0.10	0.10
Dir. of Bldg Plans Rev & Inspec	1.00	1.00	1.00	-	1.00	1.00
Bldg Plans Review Administrator	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
Sr. Environmental Engineer	0.10	0.10	0.10	-	0.10	0.10
Building Plans Reviewer	3.00	3.00	3.00	-	3.00	3.00
Records Manager	0.50	0.50	0.50	-	0.50	0.50
Senior Compliance Specialist	1.00	1.00	1.00	-	1.00	1.00
Addressing Customer Sv. Tech.	0.50	0.50	0.50	-	0.50	0.50
Sr. Combination Inspector	1.00	1.00	-	-	-	-
Building Inspector	6.00	6.00	7.00	-	7.00	7.00
Building Inspection Supervisor	1.00	1.00	1.00	-	1.00	1.00
Compliance Board Coordinator	0.75	0.75	0.75	-	0.75	0.75
Addressing Program Coordinator	0.50	0.50	0.50	-	0.50	0.50
Records Technician	1.00	1.00	1.00	-	1.00	1.00
Permit Processing Supervisor	0.75	0.75	0.75	-	0.75	0.75
Operations Analyst	-	0.50	0.50	-	0.50	0.50
Permit Technician	2.25	2.25	2.25	-	2.25	2.25
Administrative Associate V	2.00	1.50	1.50	-	1.50	1.50
Administrative Associate IV - DSEM	-	-	0.50	-	0.50	0.50
Administrative Associate III	0.50	0.50	0.50	-	0.50	0.50
Administrative Associate IV	0.50	0.50	-	-	-	-
Customer Experience Liaison	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	24.20	24.20	24.45	-	24.45	24.45

The major variances for the FY 2021 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 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0%-5% based on a 3% average.
2. The addition of 0.25 FTE is the result of a work load reallocation from Code Compliance Services.

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Environmental Services Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,654,769	1,722,423	1,793,259	(105,145)	1,688,114	1,855,293
Operating	60,236	85,410	82,811	(8,542)	74,269	82,896
Total Budgetary Costs	1,715,004	1,807,833	1,876,070	(113,687)	1,762,383	1,938,189
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
DEP Storage Tank (125-866-524)	166,367	181,240	191,309	-	191,309	196,789
Environmental Services (121-420-537)	1,548,637	1,626,593	1,684,761	(113,687)	1,571,074	1,741,400
Total Budget	1,715,004	1,807,833	1,876,070	(113,687)	1,762,383	1,938,189
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
121 Development Support & Environmental	1,548,637	1,626,593	1,684,761	(113,687)	1,571,074	1,741,400
125 Grants	166,367	181,240	191,309	-	191,309	196,789
Total Revenues	1,715,004	1,807,833	1,876,070	(113,687)	1,762,383	1,938,189
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
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 Equivalentents (FTE)	16.90	16.90	16.90	-	16.90	16.90

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Environmental Services (121-420-537)

Goal	The goal of the Division of Environmental Services is to provide high quality technical and scientific permitting and review services to the public and to disseminate environmental information to the public and government agencies in support of environmental protection efforts.
Core Objectives	<ol style="list-style-type: none"> 1. Review development proposals, including permit applications, site and development plans and pre-application requests for compliance with the Environmental Management Act and sound environmental management practices. 2. Conduct environmental analysis for rezoning, subdivisions, site plans, and other proposed activities to ensure identification and mitigation of environmentally sensitive areas (ESA) and other regulatory constraints. 3. Provide technical support and recommendations on environmental policy, land use, permitting, and related management decisions to the Planning Commission, Board of Adjustment and Appeals, the Board of County Commissioners, and other County, City and State agencies. 4. Inspect permitted new construction and development activity for code compliance and consistency with permitted plans. 5. Implement the stormwater facility maintenance and operating permit program. 6. Provide walk-in client assistance through the environmental service advisor rotation in the research, interpretation, information gathering, or generally directing the client to the appropriate resource or agency. 7. Implement single family permit reviews, including flood letter review 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. 8. Perform inspections and resolution of code violations with possible Code Enforcement Board involvement, such as non-permitted development activities, junk and mowing ordinance violations.
Statutory Responsibilities	Florida Statutes, Chapter 163; the Comprehensive Plan; Florida Statutes, 403.0885(NPDES); Florida Statutes 403.0891; Environmental Management - Leon County Code of Laws; Chapter 10 "Environmental Management Act"; Leon County Code of Laws; Chapter 14 "Junk and Litter"; Leon County Code of Laws; Chapter 6 and Florida Statutes, Chapter 162 "Code Enforcement Board"; Leon County Driveway and Street Connection Guidelines and Procedures Manual
Advisory Board	Tallahassee-Leon County Planning Commission; Board of Adjustment and Appeals; Code Enforcement Board; Science Advisory Committee; Water Resources Committee; Canopy Road Citizen's Committee

Benchmarking							
Priorities	Permit Review Time Frames ¹	Natural Feature Inventory			Environmental Permits		
		Total Days	Applicant	Staff	Total Days	Applicant	Staff
G2	FY 2017 Actual	32	18	14	29	21	8
G2	FY 2018 Actual	31	18	13	30	22	8
G2	FY 2019 Actual	32	18	14	30	21	8
G2	FY2020 Estimate	33	19	14	30	21	8
G2	FY 2021 Estimate	33	19	14	30	21	8

Notes:

1. Review times are based on calendar days and include both staff and applicant/consultant holding periods.

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Environmental Services (121-420-537)

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
EN2	Number of Natural Features Inventory application reviews.	71	54	58 ¹	58
EN2	Number of site plan reviews (environmental impacts).	136	128	72 ¹	72
EN1	Number of stormwater operating permits reviews.	36	22	31 ¹	31
G2	Number of environmental service advisor clients.	1,850	1,381	1387	1387
EN2	Number of single family lot Environmental Permit Application reviews.	1,254	1,223	1,447 ¹	1,447
EN2	Number of driveway application reviews.	194	218	151 ¹	200
EN1	Number of stormwater operating permit renewals completed within the 3-year renewal cycle. ³	248	249	240 ²	240
EN1	Number of environmental compliance inspections completed on an annual basis consistent with established guidelines.	6,399	6,498	6,633 ⁴	6,600 ⁴
EN2	Number of Environmental Management Act permits issued within the time frame designated by Ordinance.	104	91	82 ¹	82
EN2	Number of Permitted Use Verifications & Residential Compliance Cert. reviews.	199	208	240 ¹	220
EN1	Number of Science Advisory Committee meetings administered.	9	6	5 ³	5

Notes:

1. FY 2020 estimates are based on actual totals through March of FY 2020 and current market conditions.
2. Operating permit renewals are a function of the three-year renewal cycle and are uneven from year to year.
3. The number of meetings has been reduced due to reduced number of issues, as well as the onset of the COVID-19 pandemic.
4. The forecasted increase is due to expected economic growth.

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Environmental Services - Environmental Services (121-420-537)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,493,666	1,555,080	1,616,079	(105,145)	1,510,934	1,672,681
Operating	54,971	71,513	68,682	(8,542)	60,140	68,719
Total Budgetary Costs	<u>1,548,637</u>	<u>1,626,593</u>	<u>1,684,761</u>	<u>(113,687)</u>	<u>1,571,074</u>	<u>1,741,400</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
121 Development Support & Environmental Management Fund	1,548,637	1,626,593	1,684,761	(113,687)	1,571,074	1,741,400
Total Revenues	<u>1,548,637</u>	<u>1,626,593</u>	<u>1,684,761</u>	<u>(113,687)</u>	<u>1,571,074</u>	<u>1,741,400</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Dir. of Environmental Services	1.00	1.00	1.00	-	1.00	1.00
Sr. Environmental Engineer	2.90	2.90	2.90	-	2.90	2.90
Environmental Inspection Supv.	1.00	1.00	1.00	-	1.00	1.00
Env. Review Supervisor	1.00	1.00	-	-	-	-
Deputy Dir. of Environmental Services	-	-	1.00	-	1.00	1.00
Environmental Compliance Spec.	5.00	5.00	5.00	-	5.00	5.00
Stormwater Sr. Design Analyst	1.00	1.00	1.00	-	1.00	1.00
Sr. Env. Compliance Spec.	1.00	1.00	1.00	-	1.00	1.00
Environmental Review Biologist	1.00	1.00	1.00	-	1.00	1.00
Sr. Env. Review Biologist	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalentents (FTE)	<u>14.90</u>	<u>14.90</u>	<u>14.90</u>	<u>-</u>	<u>14.90</u>	<u>14.90</u>

The major variances for the FY 2021 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 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0%-5% based on a 3% average.

Decreases to program funding:

1. Decreases in personnel costs in the amount of \$105,145 is related to the six-month hiring freeze implemented by the County as part of the FY 2021 budget balancing strategy.
2. Decreases in travel and training in the amount of \$8,542 is related to the six month non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.
3. Fuel reductions in the amount of \$2,505 due to reduced fuel consumption by the division's fleet.

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

DEP Storage Tank (125-866-524)

Goal	The goal of the Department of Environmental Protection Storage Tank Program is to effectively and efficiently implement the Florida Department of Environmental Protection's Storage Tank Contract in a customer sensitive manner.
Core Objectives	<ol style="list-style-type: none"> 1. Perform compliance inspections of registered petroleum storage tank facilities annually in Leon County, and every other year in Gadsden, Wakulla and Jefferson Counties. 2. Perform installation inspections of new petroleum equipment at new and existing facilities. 3. Perform site inspections for tank removals and abandonments. 4. Investigate and report on petroleum discharges, leaks, non-registered tanks and other code violations, and initiate enforcement actions as appropriate. 5. Provide assistance to citizens and consultants concerning petroleum storage tanks. 6. Orientate new DEP/Office of General Counsel Storage Tank employees on tank inspections, closures, and installations in Leon, Gadsden, Wakulla and Jefferson Counties.
Statutory Responsibilities	Florida Statutes, Chapter 376.3071 "Petroleum Storage Tank Section"; Florida Administrative Code, Chapters 62-761 & 62-762; Aquifer Recharge Element of Comp Plan, Policy: 1.1.5
Advisory Board	N/A

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimates	FY 2021 Estimates
EN1	Percent of regulated facilities inspected with Leon County.	100%	100%	100%	100%
G2	Percent of requests for customer assistance responded to within contract guidelines.	100%	100%	100%	100%
EN1	Percent of regulated facilities inspected. ¹	50%	50%	50%	50%

Notes:
 1. The regional program includes Gadsden, Wakulla and Jefferson counties. The program began in FY 2012 with contractual obligations requiring these facilities be inspected once every two years.

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Environmental Services - DEP Storage Tank (125-866-524)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	161,102	167,343	177,180	-	177,180	182,612
Operating	5,265	13,897	14,129	-	14,129	14,177
Total Budgetary Costs	166,367	181,240	191,309	-	191,309	196,789
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
125 Grants	166,367	181,240	191,309	-	191,309	196,789
Total Revenues	166,367	181,240	191,309	-	191,309	196,789
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Environmental Compliance Spec.	1.00	1.00	1.00	-	1.00	1.00
Sr. Env. Compliance Spec.	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 2021 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 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0%-5% based on a 3% average.

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Development Services (121-422-537)

Goal	To guide and support the development of sustainable communities through the implementation of the adopted policies of the Comprehensive Plan and development standards of the Land Development Code, in order to ensure and promote the quality of life for all citizens of Leon County Florida.
Core Objectives	<ol style="list-style-type: none"> 1. Provide comprehensive and timely analysis of new development and redevelopment activities requiring site and development plan review. 2. Complete the review of exempt subdivisions and other exempt processes within established minimum time-frames. 3. Issue zoning letters, Permitted Use Verifications and Residential Compliance Certificates in a timely manner providing guidance and notification to property owners and the development community for proposed development activities. 4. Review all new construction permits to ensure compliance with the applicable zoning and development standards. 5. Provide assistance to the Board of Adjustment and Appeals in review of requests for variances to development standards or appeals of determinations made by DSEM. 6. Enhance customer service delivery by streamlining procedural requirements and revising or updating the applicable provisions of the Leon County Land Development Code.
Statutory Responsibilities	Florida Statutes, Chapters 163 and 380; Florida Administrative Codes 73C-40, 73C-41 and 28-24, the Tallahassee-Leon County Comprehensive Plan; Leon County Code of Laws, Chapter 10 (Land Development Code); Bradfordville Sector Plan; and other BCC-approved plans and implementing policy and procedures manuals
Advisory Board	Board of Adjustment and Appeals; Development Review Committee; Advisory Committee on Quality Growth; Code Enforcement Board; Parking Standards Committee; Tallahassee-Leon County Planning Commission

Benchmarking

Priorities	Site Plans Types→	Mean time for review of ASAP ¹ , Limited Partition, and Type A, B, C, D applications		
		Total Days ¹	Applicant ¹	Staff ¹
	Fiscal Year↓			
G2	2017 Actual	165	130	35
G2	2018 Actual	107	81	26
G2	2019 Actual	144	120	24
G2	2020 Estimate	125	100	24
G2	2021 Estimate	120	95	24

Notes:

1. Review times are based on calendar days. "Applicant" refers to number of days that the applicant was responsible for making corrections to the plan; "Staff" refers to number of days that staff spent reviewing the plan.
2. FY 2020 and FY 2021 estimates are expected to be lower as the result of the ongoing effort to implement procedural refinements to pre-submittal and application review meetings.

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Development Services (121-422-537)

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Q6, EN1-4, G2	Number of site and development plan reviews (Limited Partition, ASAP, Type A-D). ¹	64	57	48	56
Q6, EN1-4, G2	Number of subdivisions & exempt determinations completed by staff within the applicable time frames as established by Code. ²	73	97	60	76
Q6, EN1-4, G2	Number of Permitted Use Verifications (PUV), Residential Compliance Certificates (RCC) and zoning letters issued within 15 days. ³	185	208	165	208
EN1-4, Q6	Number of zoning compliance determinations issued for residential development. ⁴	985	1,815	1,100	1,300
EN1-2, Q6, G2	Number of Board and Adjustment and Appeals Requests. ⁵	2	4	8	5
Q6, G2	Number of Concurrency Management Certificates issued, small and large projects. ⁶	49	27	42	40
EC2, EN1-4, G2, Q6	Number of Development Agreements & DRI applications reviewed with recommendations provided to the Board.	1	5	4	3
EN1-4, Q6, G2	Number of Land Development Code amendments by section recommended to the Board for approval. ⁷	3	0	56	10

Notes:

1. The recent trend indicates there may be a slight decrease in site plan applications as uncertainty in the market continues due to the COVID-19 pandemic.
2. The decrease in exempt applications for the FY 2019 actuals and FY 2020 estimates are due to uncertain economic conditions relating to the COVID-19 pandemic.
3. The number of PUVs/RCCs is projected to decrease due to uncertainty in the market due to the COVID-19 pandemic.
4. The decrease in the number of zoning compliance determinations is likely a result of the uncertain economic conditions predicated by the COVID-19 pandemic.
5. The increase in BOAA applications is the result of 2 Previously Existing Land Use Certificate applications and one appeal of an administrative decision that were unanticipated.
6. Small = development that would generate less than 100 P.M. peak hour auto trips; Large = development that would generate 100 more P.M. peak hour trips.
7. The projected increase in LDC amendments for FY 2020 is the result of a proposed Scrivener's Error Ordinance affecting multiple sections of the LDC at once along with other amendments recently requested by the Board to address specific issues.

Leon County Fiscal Year 2021 Tentative Budget

Department of Development Support & Environmental Management

Development Services (121-422-537)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	712,318	796,337	837,764	(36,976)	800,788	867,939
Operating	42,829	70,190	69,860	(7,703)	62,157	69,875
Total Budgetary Costs	<u>755,148</u>	<u>866,527</u>	<u>907,624</u>	<u>(44,679)</u>	<u>862,945</u>	<u>937,814</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
121 Development Support & Environmental Management Fund	755,148	866,527	907,624	(44,679)	862,945	937,814
Total Revenues	<u>755,148</u>	<u>866,527</u>	<u>907,624</u>	<u>(44,679)</u>	<u>862,945</u>	<u>937,814</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Dir. 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	3.00	3.00	-	3.00	3.00
Senior Planner	2.00	2.00	2.00	-	2.00	2.00
Planner I	1.00	-	-	-	-	-
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 Equivalentents (FTE)	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>	<u>-</u>	<u>9.00</u>	<u>9.00</u>
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Part-Time OPS Planning Intern	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalentents (FTE)	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>	<u>1.00</u>	<u>1.00</u>

The major variances for the FY 2021 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 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0%-5% based on a 3% average.

Decreases to Program Funding:

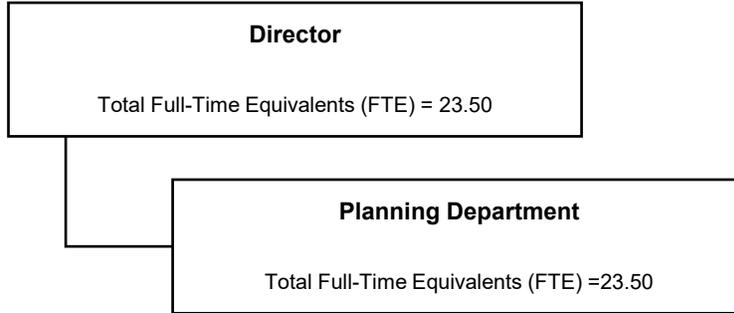
1. Decreases in personnel costs in the amount of \$36,976 is related to the six-month hiring freeze implemented by the County as part of the FY 2021 budget balancing strategy.
 2. Decreases in travel and training in the amount of \$7,703 is related to the six month non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget**Department of PLACE**

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Leon County Fiscal Year 2021 Tentative Budget

Department of PLACE



Leon County Fiscal Year 2021 Tentative Budget

Department of PLACE

Executive Summary

The Department of Planning, Land Management and Community Enhancement (PLACE) section of the Leon County FY 2021 Annual Budget is comprised of the Planning Department, the Office of Economic Vitality, and Blueprint.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Department of PLACE Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

The Planning Department continues to provide technical and administrative support for the Comprehensive Plan amendment process particularly in the areas of long-range land use, environmental and transportation planning, land use administration,

The Planning Department is in the midst of a multi-year project to update the Land Use Element of the Comprehensive Plan, which is the County and City's blueprint for growth for the next 20 years. This plan is intended to guide economic, social, physical, environmental and fiscal development of the community. To ensure a unified vision, the Comprehensive Plan is a joint document adopted by both the City of Tallahassee and Leon County. Significant public input has yielded draft goals. Both the City and County allocated \$150,000 each in FY 2020 to hire a consultant to complete this process. In October 2019, direction was given to expand that budget in order to rewrite the entire plan. This project is currently on hold.

The City/County Urban Forester, a position added in 2017, led the update to the Canopy Roads Master Plan in FY 2019 and continues to work with the Canopy Roads Citizen Committee to implement it.

Since opening in 2016, a daily average of 457 pedestrians and cyclists cross the bridge over Monroe Street from Cascades Park built by Blueprint. Adding to that successful investment in bike and pedestrian infrastructure, the Planning Department developed the Bike Route System Plan that Blueprint will begin to fund starting in 2020.

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, which is anticipated to move forward 18 infrastructure projects through FY 2025. Key projects include: Northeast Gateway: Welaunee Boulevard, Airport Gateway, Bannerman Road, Orange Avenue/Meridian Road Placemaking, Market District Placemaking, Monroe-Adams Corridor Placemaking, Lake Lafayette and St. Marks Regional Linear Park, and two greenways projects. Simultaneously, Blueprint will continue to move toward completion of the remaining Blueprint 2000 program projects, including Capital Cascades Trail Segments 3 and 4 and Magnolia Drive Trail.

The Office of Economic Vitality continues to research and track industry best practices and listen to the needs of existing businesses to best position Tallahassee-Leon County as Florida's Capital for Business. Following the reorganization of the Office of Economic Vitality in fall 2018, the Business Intelligence section now anchors the business engagement efforts and provides greater connection to the businesses we serve. The establishment of the Magnetic Task Force together with the onboarding of a Business Development Manager facilitate growing our Applied Sciences and Technology as well as Manufacturing and Transportation/Logistics sectors around our world-class magnetics technologies. The final foundational document for the Office of Economic Vitality, the Disparity Study, was completed in June of 2019. 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 not governed directly by the County.

COVID-19 RESPONSE

The Office of Economic Vitality began its COVID-19 response by developing the Open for Takeout map and Business Resource Guide. Following stay-at-home orders and limited operations directed by the Governor's Office, the Open For Takeout map was created to inform residents of restaurants in Leon County that are offering takeout, delivery or curbside pickup. The Business Resource Guide provided information to local businesses and non-profits on local, state, and federal resources available to the local business and non-profit community in the wake of COVID-19.

The COVID-19 Economic Disaster Relief (CEDR) Grant Program, administered by the Tallahassee-Leon County Office of Economic Vitality (OEV), is designed to offer a lifeline to local small businesses. This program provided companies with a "bridge to the bridge" as they seek to sustain their continuity of operations during the application period for State and Federal relief programs and incentives. The grant program provides a rapid local grant benefit to businesses, to bridge their limited cash reserves as they are pro-actively taking steps

Leon County Fiscal Year 2021 Tentative Budget

Department of PLACE

to amass financing and capital from other sources (e.g., SBA, State, private). Within 12 days, we awarded 561 businesses with more than 4,400 employees with approximately \$1.2 million in grant funds.

As Florida began reopening businesses with Safe. Smart. Step-by-Step program, OEV developed a site to get information where to obtain Personal Protective Equipment (PPE). The site includes a list of companies and organizations that are located in Tallahassee-Leon County and have indicated that they source, manufacture, or distribute Personal Protective Equipment (PPE). In addition, OEV has provided CDC safety guidelines to businesses and non-profits.

The Local Economic Assistance for Non-Profits (LEAN) grant program, administered by the Tallahassee-Leon County Office of Economic Vitality (OEV), is designed to offer support to local non-profits. This program provided non-profits with funding as they seek to sustain their continuity of operations, due to revenue or funding losses as a result of COVID-19. The grant program provides a rapid local grant benefit to non-profits, to provide financial relief as they take steps to obtain financing and funding from other sources (e.g., SBA, State, private). The LEAN program awarded 240 non-profits with over 2,400 employees with grants, totaling \$600,000.

During this time of uncertainty, engagement with local business community is vital, which is why the Office of Economic Vitality has connected with local leaders and business representatives from both the private and public sector represented as the Local Economic Stakeholders Group for weekly calls. OEV also connected with local restaurateurs and retailers to gauge the economic impact of COVID-19 during the Restaurant & Retail Stakeholder group calls.

Lastly, through partnerships with local businesses and non-profits, the Office of Economic Vitality was able to support each respective community. Poems To Go, in collaboration with the Council on Culture and Arts (COCA), provided poems a la carte with takeout, curbside pickup or delivery orders from local restaurants. This program went side-by-side with the Open For Takeout map and campaign. In partnership with Shop Tally and Leon County Government, the Pay It Forward site was created to support both local businesses and non-profits. On the website, customers can purchase gift cards from local businesses that can be, in turn, donated to a local nonprofit. Lastly, the Office of Economic Vitality partnered with the 223 Agency to create an extension of the Open For Takeout map called TLH2Go. Like the map, TLH2Go hosts a comprehensive list of restaurants offering takeout, curbside pickup or delivery, however, businesses are able to create and update their own profiles through the site.

The Office of Economic Vitality is working tirelessly to protect, support, and lead our respective communities through the developing COVID-19 pandemic with response and recovery efforts. Through the pandemic, the OEV is proud to be Tallahassee-Leon County's source for vital business resources during COVID-19 response and recovery.

Leon County Fiscal Year 2021 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 businesses with accurate information, creative solutions, effective planning recommendations and expertise in the areas of infrastructure and economic development.	
Strategic Priorities	<p>Environment</p> <ul style="list-style-type: none"> EN3 – Promote orderly growth and sustainable practices. <p>Quality of Life</p> <ul style="list-style-type: none"> Q1 – Maintain and enhance our parks and recreational offerings and green spaces. Q5 – Support strong neighborhoods. Q6 – Promote livability, health and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people. <p>Governance</p> <ul style="list-style-type: none"> G1 – Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. 	
Strategic Initiatives October 1, 2017 – September 30, 2021	<ol style="list-style-type: none"> Utilizing a portion of the BP settlement funds, identify solutions for weatherization of the Capital City Amphitheater stage, inclusive of potential sound mitigation elements. (EC4) Implement the Economic Development Strategic Plan as adopted and may be revised by the Intergovernmental Agency. (EC2) Complete the joint County/City disparity study and enhancements to Minority & Women Small Business Enterprise (MWSBE) program. (EC2) Expand our economic competitiveness by coordinating with regional partners to host an Americas Competitive Exchange on Innovation and Entrepreneurship (ACE) conference. (EC4) Continue to partner with Shop Local 850 to promote Leon County's local businesses and entrepreneurs and develop new data sources to analyze the economic impacts of shopping local. (EC2, EC3) Complete an evaluation of transportation fee alternatives to replace the existing concurrency management system of mobility fees. (EN3) Explore ways to expand how local businesses can do business outside of community. Implement the Tallahassee-Leon County Greenways Master Plan. Complete a comprehensive review and revision to the Land Use Element of the Comprehensive Plan, including a review of inclusionary housing. (Q5) Evaluate Expanding LeonWorks as a regional event to address work force and talent pipeline responsive to the needs of our region. Explore the creation of incentives to be managed by OEV in support of economic growth and development. (EC2) Explore ways to expand how local businesses can do business outside of community. As part of sense of place initiative for Miccosukee, evaluate the opportunity to combine activities from the existing community center into the Old Concord School. (Q1, Q5, Q6) Implement a minimum grid bicycle route network. (Q6, Q1) Evaluate incorporating social infrastructure into the comprehensive plan land use element update. (G3, G5) In partnership with the Canopy Roads Committee, update the long term management plan for the Canopy Roads including an active tree planting program. Conduct an updated market feasibility study and evaluation of the Fairgrounds relocation/modification. (EC1, EC2) Work with the City of Tallahassee to develop a branding strategy for the community's trail system. (EC4) 	<p>Complete</p> <p>Complete/ Ongoing</p> <p>Complete</p> <p>Complete</p> <p>In Progress</p> <p>In Progress</p> <p>Ongoing</p> <p>Ongoing</p> <p>In Progress</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>In Progress</p> <p>In Progress</p> <p>Complete</p> <p>In Progress</p> <p>In Progress</p>

Leon County Fiscal Year 2021 Tentative Budget

Department of PLACE

- | | | |
|--|--|-----------|
| | 1. A.) Work with partners and vendor to determine design options for the Amphitheater weatherization.
B.) Construction of Amphitheater weatherization. | Blueprint |
| | 2. A.) Presented an implementation plan for the Blueprint 2020 infrastructure and economic development program to the Blueprint Intergovernmental Agency Board of Directions
B.) Presented a two year report on the economic development strategic plan to the Blueprint Intergovernmental Agency Board of Directions
C.) Continue to update the Blueprint Intergovernmental Agency Board of Directions on the Office of Economic Vitality's activities and programs each quarter.
D.) Held strategic planning workshop with IA on March 12, 2020 | OEV |
| | 3. A.) County/City/Blueprint Disparity Study Workgroup to review the draft recommendations of the disparity study
B.) Presented finalized MWSBE disparity study to the Board at the December 12, 2019 meeting. | OEV |
| | 4. A.) Submitted an application to host the 8th ACE.
B.) Official announcement made that Florida will serve as the host for the next ACE Tour.
C.) Staff participation in ACE Tours | OEV |
| | 5. A.) Explore opportunities to refine the data currently available through EMSI labor force analytics software.
B.) Contract with Buxton Company to deploy its data platform toward the understanding and benefit of local small businesses.
C.) Annual Small Business Saturday campaign
D.) For the Love of Tally Small Business Support w/Swellcoin
E.) Open 4 Takeout Map | OEV |
| | 6. A.) Completed Phase 1 stakeholder outreach and analysis and present to Commissions to direct consultant on the desired methodology.
B.) Complete Phase 2, which entails developing methodology and adoption of any necessary ordinances. | Planning |
| | 7. A.) Subsequent to the completion of the Targeted Industry Study the development of a marketing and communications plan is underway. The plan will outline an integrated marketing approach to build business interest in Tallahassee-Leon County as a great place to locate and/or grow a business. It includes marketing tactics, key messages, earned media/public relations, digital/social media, paid media – advertising, et.al., on a local, regional, national and international basis.
B.) Partnership with International Trade Administration to assist Tallahassee-Leon County companies that want to sell their products and services abroad. Every other month, a federal expert on global trade will be in Tallahassee offering free help and resources to local businesses seeking to become export ready for the global economy.
C.) Promoted Magnetic Capital of the World Campaign. | OEV |
| | 8. A.) At the February 2017 Intergovernmental Agency Board meeting, the IA Board approved funding the planning and design of five greenways projects included in the Greenways Master Plan:
1) Integrated Bike Route and Greenways Implementation Plan
2) Lake Jackson South Greenway
3) Thomasville Road Greenway
4) Capital Circle Southwest Greenway
5) University Greenway

B.) Expansion of local greenways and trails network and key Capital City to Coast' connection made as 0.4 mile segment of Capital Cascades rail opened to the public in late August 2018. This project from Pinellas Street to Gamble Street expands the local greenways network through central Tallahassee and completes the connection to the St. Marks Regional Trail. | Blueprint |

Leon County Fiscal Year 2021 Tentative Budget

Department of PLACE

Actions	<p>9. C.) Design Services RFP for Capital Circle Southwest Greenways, including Broadmoor Spur Trail, Golden Aster Trail, and Debbie Lightsey Nature Park will be released. It is anticipated this project will be funded for construction through the Blueprint 2020 Greenways project, which will begin receiving funding via annual allocations in 2020.</p> <p>D.) Design Services for the combined Lake Jackson Greenway and Lake Jackson South Greenway. It is anticipated that this project will be funded for construction through the Blueprint 2020 Greenways project, and that this will be one of the first projects implemented through this annual capital program.</p> <p>E.) CRTPA is developing a Bike-Ped Masterplan for Leon County. At the conclusion of this project, Blueprint will use this data to develop an implementation plan for funding and constructing the Greenways projects.</p>	Blueprint
	<p>10. A.) Community Survey and Outreach on Draft Community Values. B.) Developed Draft Goals and Related Public Engagement. C.) Developed Draft Implementing Objectives & Related Public Engagement. (Third Round of Outreach) D.) Hosted a community forum dedicated to rural community issues. E.) Prepare and release an RFP for a land use consultant to complete additional infrastructure and policy analysis. F.) Consultant Analysis G.) Refinement of Draft Element & Submit Comp Plan Amendment</p>	Planning
	<p>11. Hosted the 2019 Leon Works Expo with participation from Gadsden and Wakulla County.</p>	OEV
	<p>12. Implemented the Urban Vitality Job Creation Pilot Program to incentive businesses to great jobs within the Promise Zone area. The program will be piloted over a three year period and continuously evaluated.</p>	OEV
	<p>13. A.) Subsequent to the completion of the Targeted Industry Study the development of a marketing and communications plan is underway. The plan will outline an integrated marketing approach to build business interest in Tallahassee-Leon County as a great place to locate and/or grow a business. It includes marketing tactics, key messages, earned media/public relations, digital/social media, paid media – advertising, et.al., on a local, regional, national and international basis. B.) Partnership with International Trade Administration to assist Tallahassee-Leon County companies that want to sell their products and services abroad. Every other month, a federal expert on global trade will be in Tallahassee offering free help and resources to local businesses seeking to become export ready for the global economy.</p>	OEV
	<p>14. A.) Hosted public meetings to receive input from the Miccosukee community. B.) Presented the Miccosukee Rural Community Sense of Place Plan. C.) Renovation of the Old Concord School.</p>	Planning
	<p>15. A.) Prepare a comprehensive mapping application showing all current inventory. B.) Procure a consultant to perform a gap analysis of the current grid & identify facilities needed to establish a minimum grid of bicycle facilities. C.) Incorporate additions as needed to the Blueprint Implementation Plans. D.) Prepare a comprehensive mapping application showing all current inventory & planned projects.</p>	Planning
	<p>16. A.) Updated the Board on Land Use Element draft Objectives. B.) Through feedback from the Land Use Element Update outreach program, develop draft policies that will support social infrastructure throughout Leon County in key locations.</p>	Planning
	<p>17. A.) Budget Workshop item to consider funding to partner with the Canopy Roads Citizen Committee in implementing an aggressive long term tree planting program that will support the County's Target to plant 1,000 trees along the canopy roads by the end of FY 2021. B.) In coordination with Public Works and the Canopy Road Citizen Committee, establish goals for the update of the Canopy Road Management Plan, including identification of target areas for replanting within the Canopy Road Protection Zones. C.) City and County adopted the revised management plan.</p>	Planning

Leon County Fiscal Year 2021 Tentative Budget

Department of PLACE

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	145,603	123,692	128,927	-	128,927	132,926
Grants-in-Aid	929,535	1,021,597	953,378	-	953,378	972,446
Total Budgetary Costs	<u>1,075,138</u>	<u>1,145,289</u>	<u>1,082,305</u>	<u>-</u>	<u>1,082,305</u>	<u>1,105,372</u>
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Planning Department	1,075,138	1,145,289	1,082,305	-	1,082,305	1,105,372
Total Budget	<u>1,075,138</u>	<u>1,145,289</u>	<u>1,082,305</u>	<u>-</u>	<u>1,082,305</u>	<u>1,105,372</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,075,138	1,145,289	1,082,305	-	1,082,305	1,105,372
Total Revenues	<u>1,075,138</u>	<u>1,145,289</u>	<u>1,082,305</u>	<u>-</u>	<u>1,082,305</u>	<u>1,105,372</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Planning Department	23.50	23.50	23.50	-	23.50	23.50
Total Full-Time Equivalentents (FTE)	<u>23.50</u>	<u>23.50</u>	<u>23.50</u>	<u>-</u>	<u>23.50</u>	<u>23.50</u>

Leon County Fiscal Year 2021 Tentative Budget

Department of PLACE

Planning Department Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	145,603	123,692	128,927	-	128,927	132,926
Grants-in-Aid	929,535	1,021,597	953,378	-	953,378	972,446
Total Budgetary Costs	<u>1,075,138</u>	<u>1,145,289</u>	<u>1,082,305</u>	<u>-</u>	<u>1,082,305</u>	<u>1,105,372</u>
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Planning Department (001-817-515)	1,075,138	1,145,289	1,082,305	-	1,082,305	1,105,372
Total Budget	<u>1,075,138</u>	<u>1,145,289</u>	<u>1,082,305</u>	<u>-</u>	<u>1,082,305</u>	<u>1,105,372</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,075,138	1,145,289	1,082,305	-	1,082,305	1,105,372
Total Revenues	<u>1,075,138</u>	<u>1,145,289</u>	<u>1,082,305</u>	<u>-</u>	<u>1,082,305</u>	<u>1,105,372</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Planning Department	23.50	23.50	23.50	-	23.50	23.50
Total Full-Time Equivalents (FTE)	<u>23.50</u>	<u>23.50</u>	<u>23.50</u>	<u>-</u>	<u>23.50</u>	<u>23.50</u>

Leon County Fiscal Year 2021 Tentative Budget

Department of PLACE

Planning Department - Planning Department (001-817-515)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	145,603	123,692	128,927	-	128,927	132,926
Grants-in-Aid	929,535	1,021,597	953,378	-	953,378	972,446
Total Budgetary Costs	1,075,138	1,145,289	1,082,305	-	1,082,305	1,105,372
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,075,138	1,145,289	1,082,305	-	1,082,305	1,105,372
Total Revenues	1,075,138	1,145,289	1,082,305	-	1,082,305	1,105,372
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Planner II	6.00	6.00	6.00	-	6.00	6.00
Urban County Forester II	1.00	1.00	1.00	-	1.00	1.00
Planner I	1.00	1.00	1.00	-	1.00	1.00
Director of PLACE	0.50	0.50	0.50	-	0.50	0.50
GIS Coordinator (City)	1.00	1.00	1.00	-	1.00	1.00
Executive Secretary	1.00	1.00	1.00	-	1.00	1.00
Transportation Planner	1.00	1.00	1.00	-	1.00	1.00
Graphics & Mapping Specialist	2.00	2.00	2.00	-	2.00	2.00
Administrative Supervisor	1.00	1.00	1.00	-	1.00	1.00
Secretary IV	3.00	3.00	3.00	-	3.00	3.00
Land Use Planning Administrator	1.00	1.00	1.00	-	1.00	1.00
Community Involvement Planner	1.00	1.00	1.00	-	1.00	1.00
Principal Planner	2.00	2.00	2.00	-	2.00	2.00
Planning Manager	1.00	1.00	1.00	-	1.00	1.00
Comprehensive Planning Administrator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	23.50	23.50	23.50	-	23.50	23.50

The Planning Department budget represents the County's share of the Planning Department costs. For budgeting purposes, Planning Department employees may choose either County or City benefits. The personnel budget was established for a 0.5 full time equivalent employee (the Director of PLACE) opting for County benefits. The budget reflects the County's share of rent for the Planning Department office space. In addition, the grants in aid portion of the budget includes the County's share of the Planning Department's operating budget, which includes funding for the County's share of employee costs. As part of the interlocal agreement for the joint County City Planning Department, the County's share of the Planning Department's budget is 34.2%. This is based on the percentage of Leon County residents living in the unincorporated portions of the County.

The major variances for the FY 2021 Planning Department budget are as follows:

Decrease to Program Funding:

- Increase in the County share of operations to the City in amount of \$68,219, offset by a decrease of a one-time prior year allocation of \$150,000 for consultant services (Comprehensive Land Use Elements)

Increase to Program Funding:

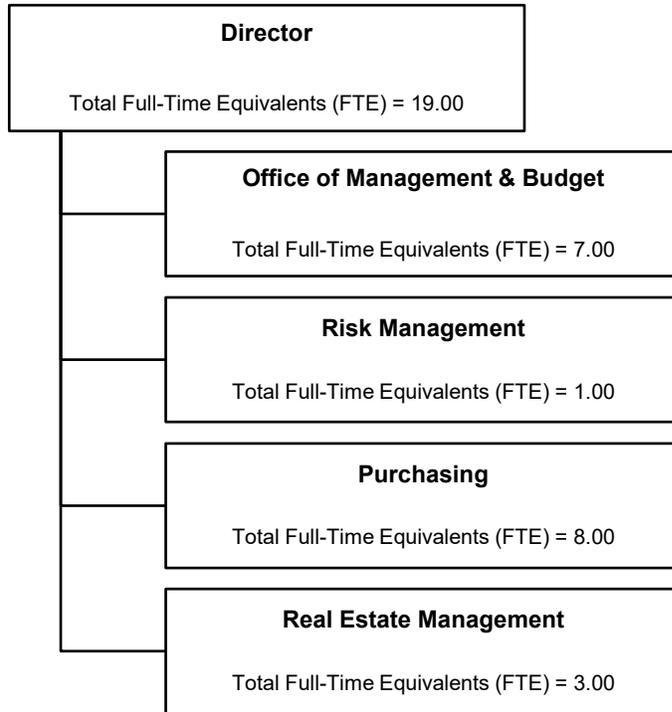
- Personnel costs related to one employee opting to receive County benefits.

Leon County Fiscal Year 2021 Tentative Budget**Office of Financial Stewardship**

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Leon County Fiscal Year 2021 Tentative Budget

Office of Financial Stewardship



Leon County Fiscal Year 2021 Tentative Budget

Office of Financial Stewardship

Executive Summary

The Office of Financial Stewardship section of the Leon County FY 2021 Annual Budget is comprised of the Office of Management & Budget, Risk Management, Purchasing, and Real Estate.

The Office of Management & Budget provides financial management and guidance to the Board, County Administrator, and other departments. Risk Management manages the County's activities in an effort to minimize total long-term costs associated with accidental losses. Purchasing provides procurement services, contract management, and supplies and commodities for all County departments under the Board. Real Estate provides the management of acquisition and disposition of real property and County property leases.

On December 12, 2016, the Board approved transitioning its strategic planning to a five-year planning cycle that spans from FY 2017 through FY 2021, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, County Administration as well as the offices therein, created Business Plans communicating the continued alignment of the Board's strategic priorities and initiatives with the office's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the office in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

The Office of Management & Budget (OMB) developed a balanced Operating and Capital Improvement Program budget on behalf of the County Administrator, as adopted by the Board. The annual Operating and Capital Improvement Program, and Budget in Brief are available on the County's web page. As an ongoing commitment to remain fiscal stewards of public dollars, OMB routinely conducts comprehensive management reviews of County operations and organizations it funds to ensure the upmost effective and efficient operations of these entities. OMB received the Government Finance Officers Association of the U.S. and Canada's Distinguished Budget Award for the 30th consecutive year.

Purchasing continues to expand the use of electronic documents, including the implementation of electronic purchase orders and a pilot of electronic requisitions. This allows vendors, staff, and other interested parties to obtain copies of purchasing and solicitation documents in a more efficient and cost-effective manner, while promoting sustainability by reducing the use of paper. Purchasing continues to serve citizens faster and more easily with an online procurement system called Procurement Connect. This system provides vendors instant access to many different services and processes such as, instant access to bids, requests for proposal, invitations to negotiate, and various other solicitation documents. Use of this system reduces paper use and mailing costs, further demonstrating the County's commitment to sustainable business practices.

Real Estate Management continues to lease vacant space in County-owned buildings. They also manage the inventory of County-owned property, process tax deeds, and identify appropriate properties in County and Constitutional Offices' space needs.

Risk Management continues to strive to protect the County against the financial consequences of accidental losses by establishing, implementing and monitoring an integrated county-wide safety program. Reduced accident and injury rates have a direct correlation to insurance premiums paid to protect the County's resources. In order to ensure that Leon County continues to maintain a safe working environment for its employees, Risk Management coordinated eight safety sessions and conducted monthly site visits.

Leon County Fiscal Year 2021 Tentative Budget

Office of Financial Stewardship Business Plan

Mission Statement	The mission of the Office of Financial Stewardship is to provide sound financial management, ethical procurement services and asset control to the Board of County Commissioners, County Administrator and Board departments, offices and divisions, while minimizing long-term costs associated with accidental losses, in order to support effective decision making and ensure responsible stewardship of County resources.																			
Strategic Priorities	<p>Governance</p> <ul style="list-style-type: none"> G2 - Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. G4 - Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices. G5 - Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. 																			
Strategic Initiatives October 1, 2017 – September 30, 2021	1. Seek opportunities for partnerships through NACo and FAC's enterprise programs.					Complete/ Ongoing														
	2. Evaluate establishing a living wage for County employees and continue to provide opportunities for industry certifications and training for those employees in skilled craft, paraprofessional, and technician positions. (G4)					Complete														
Actions	1. Leon County continues to participate in NACo's Government Purchasing Alliance. Leon County also continues to participate in the Florida Municipal Insurance Trust Property and Workers Compensation Program.					Purchasing Program														
	2. As part of the FY 2018 budget process, the County implemented an \$12.00/hour minimum living wage for County employees.					OMB														
Bold Goals and Five-Year Targets	<p><u>Target: Reduce by 60% the outstanding debt of the County. (T15)</u></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>FY 2017</th> <th>FY 2018</th> <th>FY 2019</th> <th>FY 2020</th> <th>FY 2021</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Percentage of Outstanding Debt Reduced¹</td> <td style="text-align: center;">17%</td> <td style="text-align: center;">17%</td> <td style="text-align: center;">16%</td> <td style="text-align: center;">16%</td> <td style="text-align: center;">7%</td> <td style="text-align: center;">73%</td> </tr> </tbody> </table> <p>Notes:</p> <ol style="list-style-type: none"> In FY 2019, the County reduced its debt by 16%, leaving an outstanding balance of \$24,768,303. Based on the current debt service schedule and recent refinancings, the County is on pace to exceed this target. The County will pay \$492,662 worth of interest and make principal payments totaling \$7,7076,873 in FY 2020 for another 16% debt reduction. Bonds issued to acquire Leon County Office Annex Building will be paid off in FY 2020, significantly reducing the amount of remaining debt. 							FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total	Percentage of Outstanding Debt Reduced ¹	17%	17%	16%	16%	7%	73%
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total														
Percentage of Outstanding Debt Reduced ¹	17%	17%	16%	16%	7%	73%														

Leon County Fiscal Year 2021 Tentative Budget

Office of Financial Stewardship

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,462,644	1,498,735	1,534,549	(82,966)	1,451,583	1,584,907
Operating	169,213	467,582	472,245	(12,839)	459,406	472,252
Capital Outlay	-	-	-	5,880	5,880	-
Grants-in-Aid	74,575	63,175	63,175	-	63,175	63,175
Total Budgetary Costs	<u>1,706,432</u>	<u>2,029,492</u>	<u>2,069,969</u>	<u>(89,925)</u>	<u>1,980,044</u>	<u>2,120,334</u>
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Office of Management and Budget	725,661	818,657	832,713	(40,642)	792,071	854,803
Risk Management	204,743	206,993	212,584	-	212,584	217,089
Purchasing	521,065	603,731	634,390	(48,647)	585,743	653,270
Real Estate Management	254,964	400,111	390,282	(636)	389,646	395,172
Total Budget	<u>1,706,432</u>	<u>2,029,492</u>	<u>2,069,969</u>	<u>(89,925)</u>	<u>1,980,044</u>	<u>2,120,334</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,501,689	1,822,499	1,857,385	(89,925)	1,767,460	1,903,245
501 Insurance Service	204,743	206,993	212,584	-	212,584	217,089
Total Revenues	<u>1,706,432</u>	<u>2,029,492</u>	<u>2,069,969</u>	<u>(89,925)</u>	<u>1,980,044</u>	<u>2,120,334</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Office of Management and Budget	8.00	7.00	7.00	-	7.00	7.00
Purchasing	8.00	8.00	8.00	-	8.00	8.00
Real Estate Management	3.00	3.00	3.00	-	3.00	3.00
Risk Management	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalentents (FTE)	<u>20.00</u>	<u>19.00</u>	<u>19.00</u>	<u>-</u>	<u>19.00</u>	<u>19.00</u>

Leon County Fiscal Year 2021 Tentative Budget

Office of Financial Stewardship

Office of Management and Budget (001-130-513)

Goal	The goal of the Office of Management & Budget is to continuously enhance the quality of County services by optimizing the use of County financial resources through the effective provision of planning, policy analysis, budget development, budget implementation, and program evaluation services to benefit citizens, elected officials, and staff.
Core Objectives	<ol style="list-style-type: none"> 1. Provide financial management assistance to the County Administrator and other departments. 2. Responsible for the development, monitoring, and control of the annual operating budget and capital improvement program. 3. Forecast and monitor County revenues. 4. Responsible for the County's annual Truth in Millage (TRIM) process. 5. Conduct research, fiscal policy analysis for special projects, and management reviews as requested by the County Administrator and Board.
Statutory Responsibilities	Florida Statute, Chapter 125 "County Government"; Florida Statute, Chapter 129 "County Annual Budget"; Florida Statute, Chapter 200 "Determination of Millage"
Advisory Board	Financial Investment Advisory Committee; Investment Oversight Committee; Blueprint 2000 Finance Committee

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G5	Net Budget Per Countywide Resident*	1:\$850	1:\$1,350*

*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.

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY2021 Estimate
T15	Target: Reduce by 60% the outstanding debt of the County	17%	17%	16%	16%	7%

Notes:

1. In FY 2019, the County reduced its debt by 16%, leaving an outstanding balance of \$24,768,303. Based on the current debt service schedule and recent refinancing, the County is on pace to exceed this target. The County paid \$492,662 worth of interest and principal payments totaling \$7,7076,873 in FY 2020 for another 16% debt reduction. Bonds issued to acquire Leon County Office Annex Building will be paid off in FY 2020, significantly reducing the amount of remaining debt.

Performance Measures

Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
G5	Meet all requirements of Florida Statutes 129 and 200 Truth-in-Millage (TRIM)	Yes	Yes	Yes	Yes
G5	Forecast actual major revenue source within 5% of the budget (actual collections as a % of budget)	98%	98%	98%	98%
G2	Process budget amendment requests within 2 business days of the next scheduled Board meeting (% is an estimate)	100%	100%	100%	100%
G5	Develop 2 semi-annual performance reports by May 30 and November 30	2	2	2	2
G2	Review all agenda items in less than 2 days 95% of the time	98%	98%	98%	99%
G2	Percentage of departmental performance measures reviewed	100%	100%	100%	100%
G2	Number of program management analyses performed	1	1	1	1

Leon County Fiscal Year 2021 Tentative Budget

Office of Financial Stewardship

Office of Management & Budget (001-130-513)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	638,182	674,206	688,427	(35,521)	652,906	710,517
Operating	24,304	81,276	81,111	(5,121)	75,990	81,111
Grants-in-Aid	63,175	63,175	63,175	-	63,175	63,175
Total Budgetary Costs	725,661	818,657	832,713	(40,642)	792,071	854,803
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	725,661	818,657	832,713	(40,642)	792,071	854,803
Total Revenues	725,661	818,657	832,713	(40,642)	792,071	854,803
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Budget Manager	1.00	1.00	1.00	-	1.00	1.00
Senior Management & Budget Analyst	2.00	1.00	2.00	-	2.00	2.00
Dir. Office of Fin. Stewardship	1.00	1.00	1.00	-	1.00	1.00
Management & Budget Analyst	2.00	3.00	2.00	-	2.00	2.00
Management Analyst	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	7.00	7.00	7.00	-	7.00	7.00

The major variances for the FY 2021 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 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% -5% based on a 3% average.

Decreases to Program Funding:

1. Decreases in personnel costs in the amount of \$35,521 is related to the six-month hiring freeze implemented by the County as part of the FY 2021 budget balancing strategy.

2. Decreases in travel and training in the amount of \$5,121 is related to the six-month non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget

Office of Financial Stewardship

Risk Management (501-132-513)

Goal	The goal of Risk Management is to provide our customers with courteous and professional services in the risk management area.
Core Objectives	<ol style="list-style-type: none"> 1. Plan, evaluate and identify insurable risks and loss potential, and review current insurance trends and legislation to modify risk coverage. 2. Prepare, negotiate and coordinate all the County's insurance programs. 3. Directly administer all insurance programs with the exception of employee health coverage. 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. 5. Maintain, process, and record all insurance or damage claims filed against the County and liaisons with the appropriate insurance carriers.
Statutory Responsibilities	Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964; The Americans with Disabilities Act Title I; Vietnam Era Veterans' Readjustment Assistance Act of 1974; Mental Health Parity Act of 1996; Florida Statute, Chapter 110.227 "Suspension, Dismissals, Reduction in Pay, Demotions, Transfers, and Layoffs"; Florida Statute, Chapter 112.313, Code of Ethics, Chapter 440 "Workers' Compensation."
Advisory Board	Board President of the North Florida Safety Council; Leon County Safety Committee; Courthouse Emergency Management Group

Performance Measures					
Priorities	Performance Measures	FY2018 Actuals	FY2019 Actuals	FY2020 Estimate	FY2021 Estimate
G5	# of Workers' compensation claims filed ¹	132	177	135	140
G5	# of Safety/Loss prevention training courses conducted ²	11	7	8	8
G5	# of auto accidents investigated ³	12	8	12	12
G5	# of Coordinate Safety Committee meetings ⁴	12	11	12	12

Notes:

1. In FY 2019, forty-five percent (45%) increase in number and severity of Workers' Compensation claims compared to FY 2018. Staff continues to train and promote safety in the workplace to reduce workers compensation claims.
2. In FY 2019, seven (7) safety training events provided at six (6) separate locations.
3. Thirty-three (33%) reduction in number of At-Fault automobile accidents compared to FY 2018.
4. Safety Committee meets on a monthly basis with consistent attendance. However, holiday absences prevented a quorum in December.

Leon County Fiscal Year 2021 Tentative Budget

Office of Financial Stewardship

Risk Management (501-132-513)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	123,352	128,764	134,370	-	134,370	138,875
Operating	81,391	78,229	78,214	-	78,214	78,214
Total Budgetary Costs	204,743	206,993	212,584	-	212,584	217,089
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
501 Insurance Service	204,743	206,993	212,584	-	212,584	217,089
Total Revenues	204,743	206,993	212,584	-	212,584	217,089
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Risk Manager	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2021 Risk Management budget are as follows:

Increases to Program Funding:

1. Retirement contribution costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% -5% based on a 3% average.

Leon County Fiscal Year 2021 Tentative Budget

Office of Financial Stewardship

Purchasing Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	548,542	566,994	578,440	(47,445)	530,995	597,316
Operating	(27,478)	36,737	55,950	(7,082)	48,868	55,954
Capital Outlay	-	-	-	5,880	5,880	-
Total Budgetary Costs	521,065	603,731	634,390	(48,647)	585,743	653,270
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Procurement (001-140-513)	402,760	486,240	517,259	(48,647)	468,612	532,336
Warehouse (001-141-513)	118,305	117,491	117,131	-	117,131	120,934
Total Budget	521,065	603,731	634,390	(48,647)	585,743	653,270
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	521,065	603,731	634,390	(48,647)	585,743	653,270
Total Revenues	521,065	603,731	634,390	(48,647)	585,743	653,270
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Procurement	6.00	6.00	6.00	-	6.00	6.00
Warehouse	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	8.00	8.00	8.00	-	8.00	8.00

Leon County Fiscal Year 2021 Tentative Budget

Office of Financial Stewardship

Purchasing – Procurement (001-140-513)

Goal	The goal of the Procurement Program is to provide: 1) timely and professional procurement services to secure requested supplies, services, and commodities at a specified level of quality and at the lowest possible cost, through open and fair competition; and 2) an exemplary records and management control program for the tangible personal property of Leon County.
Core Objectives	<ol style="list-style-type: none"> 1. Review all purchasing activity for compliance with Purchasing Policy and applicable state laws. 2. Process requisitions and purchase orders and assist departments/divisions with technical information, quotes, and purchasing related requests. 3. Obtain price quotes, prepare and receive informal bids, review state and cooperative purchasing contracts for vendor sources and best pricing. 4. Provide accounts payable assistance to vendors and staff. 5. Prepare, advertise, and receive bids and Requests for Proposals (RFP's), and coordinate the evaluation processes for those bids and RFP's. 6. Administer the County procurement card program: provide cardholder training, card management, and audits of card activity. 7. Implement and provide contract management services for County-wide services contracts such as uniforms. 8. Administer the County property control program: maintain property control records, perform and reconcile property inventory, and provide technical assistance to Property Custodians.
Statutory Responsibilities	Leon County Government Purchasing Policy (revised 02/25/2020), Purchasing Card Policy (revised 2/12/13), and Tangible Personal Property Policy (revised 09/24/2019); Florida Statute, Chapter 255 "Public Property and Publicly Owned Buildings"; Florida Statute, Chapter 274 "Tangible Personal Property"; Florida Statute, Chapter 287 "Public Procurement"; Office of Economic Vitality, "Minority, Women, and Small Business Enterprise Policy."
Advisory Board	None

International City/County Management Association Comparable Performance Measurement 2010

Benchmarking					
Priorities	Benchmark Data	Leon County	ICMA Mean	ICMA Median	
G2, G4	\$ amount of Central Purchasing purchases per Central Purchasing FTE (millions)	\$22.2	\$20.5	\$13.0	
G2, G5	% of Purchasing Conducted with Purchasing Card	8.12%	5.87%	2.56%	
Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
G2, G5	% of completed requisitions for purchase orders processed within 2 days of receipt ¹	100%	98%	100%	100%
G2, G4, G5	# of bids/RFPs processed within 45 work days of receipt of request ²	95%	95%	100%	100%
G2, G5	# of Purchase Orders Issued ³	1868	1,696	1,800	2,200
G2, G5	\$ Value of Purchase Orders Issued (millions) ⁴	\$77.8	\$89	\$85	\$90
G2, G4	\$ Amount of Central Purchasing Office purchases per Central Purchasing FTE (3.35 FTE in 17/18 & 3.9 FTE in FY19/20) (millions) ⁵	\$22.2	\$25.4	\$23.5	\$23.5
G2, G5	# of Bids Issued ⁶	52	40	55	65
G2, G5	Purchasing Card Volume ⁷	\$5,295,170	\$7,451,680	\$6,700,000	\$6,500,000
G5	Purchasing Card Rebate ⁸	\$76,504	\$108,049	\$85,000	\$95,000
G2, G5	# of Assets at Year End ⁹	7,794	8,197	8,300	8,100
G2, G5	Year End Total Asset Value (millions) ¹⁰	\$62.8	\$64.9	\$65.5	\$65
G2, G5	# of Surplus Auctions ¹¹	26	35	40	40
G2, G5	\$ Value of Auction Proceeds ¹²	\$423,538	\$100,000	\$90,000	\$90,000
G2,G5	# of pre-bid meetings held to provide information on County projects to vendors ¹³	33	35	35	45
G2,G5	Ratio of bid protests to total solicited bids ¹⁴	1:52	0:55	0:55	0:65

Leon County Fiscal Year 2021 Tentative Budget**Office of Financial Stewardship**

Notes:

1. The division processed 98% of completed requisitions and purchase orders within 2 days, just slightly under the goal of 100%.
2. This number has remained steady due to the combination of more complex solicitations, the incorporation of solicitation development meetings and the review processes of other program areas.
3. Number of purchase orders decreased slightly due to an increase in purchasing card usage.
4. The value of purchase orders increased due to an increase in capital projects.
5. The increase is due to FTE's remaining constant while there was an increase in the value of purchase orders. The Division anticipates a decrease for FY 2020 due to the impacts of COVID-19.
6. The number of solicitations was slightly lower due to the focus on complex capital projects.
7. The purchasing value increased due to increased usage by staff. There was a concerted effort to utilize the P-Card more in general as well as decreasing direct payment requests. However, it is anticipated that while the purchase card is being used extensively to purchase needed commodities and services related to the COVID-19 pandemic, many other operational purchases have declined due to stay-at-home orders and the provision of reduced services.
8. The purchasing card rebate increase is directly related to the increase in the purchasing card value.
9. The number of assets increased mainly due to MIS replacing older computers/servers and there being some overlap before the replaced equipment is removed from the property record. Additionally, in FY 2020 more laptops were procured due to the COVID-19 pandemic.
10. The slight increase in the value of assets is directly related to the increase in the number of assets.
11. The number of auctions increased due to having a wide variety of items and not being able to group items together in one auction.
12. The value of the auctions decreased primarily due to the lack of high value assets being ready for surplus.
13. The number of meetings is based upon the complexity of the projects. Meetings were held for 75% of issued solicitations.
14. There were not any formal protests during FY 2019.

Leon County Fiscal Year 2021 Tentative Budget

Office of Financial Stewardship

Purchasing - Procurement (001-140-513)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	433,827	453,021	465,470	(47,445)	418,025	480,543
Operating	(31,068)	33,219	51,789	(7,082)	44,707	51,793
Capital Outlay	-	-	-	5,880	5,880	-
Total Budgetary Costs	<u>402,760</u>	<u>486,240</u>	<u>517,259</u>	<u>(48,647)</u>	<u>468,612</u>	<u>532,336</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	402,760	486,240	517,259	(48,647)	468,612	532,336
Total Revenues	<u>402,760</u>	<u>486,240</u>	<u>517,259</u>	<u>(48,647)</u>	<u>468,612</u>	<u>532,336</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Director of Purchasing	1.00	1.00	1.00	-	1.00	1.00
Purchasing Specialist	1.00	1.00	1.00	-	1.00	1.00
Procurement Administrator	1.00	1.00	1.00	-	1.00	1.00
Purchasing Agent/Property Control Specialist	1.00	1.00	1.00	-	1.00	1.00
Contract Compliance Specialist	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>-</u>	<u>6.00</u>	<u>6.00</u>

The major variances for the FY 2021 Procurement budget are as follows:

Decreases to Program Funding:

- Decreases in personnel costs in the amount of \$47,445 is related to the six-month hiring freeze implemented by the County as part of the FY 2021 budget balancing strategy.
- Decreases in travel and training in the amount of \$7,082 is related to the six-month non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Increases to Program Funding:

- Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0%-5% based on a 3% average.
- Machinery and Equipment increased in the amount of \$5,880 for 3 new inventory scanners and associated software upgrade. The current software is being discontinued and will no longer support County needs.

Leon County Fiscal Year 2021 Tentative Budget

Office of Financial Stewardship

Purchasing – Warehouse (001-141-513)

Goal	The goal of the Warehouse Program is to procure, stock, and issue high turnover type items to facilitate the work routines of County departments.
Core Objectives	<ol style="list-style-type: none"> 1. Issue supplies and materials from the Warehouse. 2. Procure materials and supplies for the Warehouse and County customers. 3. Provide forklift services for other departments. 4. Process purchase requisitions for Fleet Management and Operations Divisions and provide back-up to Procurement as needed. 5. Assist County staff with identifying vendors and sourcing needed items.
Statutory Responsibilities	Leon County Board of County Commissioners Purchasing Policy (revised 2/25/2020) and Tangible Personal Property Policy (revised 9/24/2019); Florida Statute, Chapter 274 "Tangible Personal Property"; Florida Statute, Chapter 287 "Public Procurement."
Advisory Board	None

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G2, G5	Inventory Turnover Rate (sales / inventory value)	2.34%	Greater than or equal to 1.5
G2, G5	Annual inventory loss/gain (to measure operational accuracy)	0.47%	Less than 1.5% +/-

Benchmark Sources: National Institute of Governmental Purchasing, Inc. (NIGP)

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
G2, G5	Cost per issuance ¹	\$7.81	\$7.57	\$7.73	\$7.75
G2, G5	Operational cost % of total dollar value of issuances (expenses / \$ value of issuances) ²	20.25%	20.45%	22.31%	22.5%
G2, G5	# of issuances ³	14,478	15,582	16,000	15,000
G2, G5	\$ volume of issuances ⁴	\$552,795	\$576,645	\$520,000	\$525,000

- Notes:
1. This decrease is a combination of consistent fixed costs and aggressive competitive solicitations by staff to lower commodity costs.
 2. The percentage of operational costs of the value of issuances has remained constant.
 3. There was an increase in the number of issuances related to Hurricane Michael preparation and debris removal efforts. The Division anticipates an increase for FY 2020 due to the impacts of COVID-19.
 4. The slight increase in volume is related to the increase in the number of issuances.

Leon County Fiscal Year 2021 Tentative Budget

Office of Financial Stewardship

Purchasing - Warehouse (001-141-513)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	114,715	113,973	112,970	-	112,970	116,773
Operating	3,590	3,518	4,161	-	4,161	4,161
Total Budgetary Costs	<u>118,305</u>	<u>117,491</u>	<u>117,131</u>	<u>-</u>	<u>117,131</u>	<u>120,934</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	118,305	117,491	117,131	-	117,131	120,934
Total Revenues	<u>118,305</u>	<u>117,491</u>	<u>117,131</u>	<u>-</u>	<u>117,131</u>	<u>120,934</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Materials Management Specialist	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>-</u>	<u>2.00</u>	<u>2.00</u>

The major variances for the FY 2021 Warehouse budget are as follows:

Decrease to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0%-5% based on a 3% average. This is offset by the retirement of a long term employee and the hiring of new staff at the lower rate of compensation.

Leon County Fiscal Year 2021 Tentative Budget

Office of Financial Stewardship

Real Estate Management Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	152,568	128,771	133,312	-	133,312	138,199
Operating	90,996	271,340	256,970	(636)	256,334	256,973
Grants-in-Aid	11,400	-	-	-	-	-
Total Budgetary Costs	<u>254,964</u>	<u>400,111</u>	<u>390,282</u>	<u>(636)</u>	<u>389,646</u>	<u>395,172</u>
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Real Estate Management (001-156-519)	250,087	355,111	345,282	(636)	344,646	350,172
Tax Deed Applications (001-831-513)	4,877	45,000	45,000	-	45,000	45,000
Total Budget	<u>254,964</u>	<u>400,111</u>	<u>390,282</u>	<u>(636)</u>	<u>389,646</u>	<u>395,172</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	254,964	400,111	390,282	(636)	389,646	395,172
Total Revenues	<u>254,964</u>	<u>400,111</u>	<u>390,282</u>	<u>(636)</u>	<u>389,646</u>	<u>395,172</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
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 2021 Tentative Budget

Office of Financial Stewardship

Real Estate (001-156-519)

Goal	The goal of the Office of Real Estate Management is the professional management of the County's real estate portfolio including procurement, disposition, leasing and the administration of the county's real property.
Core Objectives	<ol style="list-style-type: none"> 1. Develop and maintain a comprehensive inventory of the County's real estate by the utilization of the existing TLC GIS database. 2. Generate revenue through the leasing of under-utilized space in County buildings. Negotiates leasing terms and conditions with tenants to maximize the rate of return to the County. 3. Develop a long-term strategic plan for the disposition and acquisition of real estate to ensure that it is achieving its highest and best use. 4. Work with County staff in recommending and negotiating the most efficient use of space. 5. Regularly interact with the assigned County attorney to assist in resolving easement usage related to projects. 6. Administer the County's leasing activity to ensure that all aspects of the Lease contract is upheld, manage rent increases and renewals and maintain communications with the tenants and their representatives. 7. Identify alternative uses for under-utilized properties to help advance other County programs such as Community Gardens, Affordable Housing program, Stormwater management facilities, conservation and recreation areas, etc. 8. Work in tandem with Public Works to acquire property rights for capital improvement projects. 9. Coordinate with the County's Tax Collector and the Clerk of the Court in the tracking of the delinquent tax procedures from the issuance of the Tax Certificates by the Tax Collector, the filing of Tax Deed Applications on Tax Certificates issued to the County and supervising the timely presentation of the Tax Deed Applications to Public Sale. Work with the Clerk of the Court on the administration of the parcels that are listed on the List of Lands Available for Taxes until their final escheatment to the County and the addition of these parcels to the portfolio. 10. Work with the county staff, affordable housing and assigned attorney to ensure that the escheated parcels are placed into use by the county, offered to affordable housing or disposed of in a timely matter to return these properties to the County's Tax Roll. 11. Acquire property rights through donations, direct purchases and eminent domain. 12. Manage all County owned lease property; prepare and execute all leases for Leon County.
Statutory Responsibilities	<p>TAX COLLECTIONS, SALES, AND LIENS Chapter 197</p> <p>197.502 – Application for obtaining tax deed by holder of tax sale certificate; fees.</p> <p>197.512 – Notice, form of publication for obtaining tax deed by holder.</p> <p>197.522 – Notice to owner when application for tax deed is made.</p> <p>197.532 – Fees for mailing additional notices, when application is made by holder.</p> <p>197.542 – Sale at public auction.</p> <p>197.552 – Tax deeds.</p> <p>197.562 – Grantee of tax deed entitled to immediate possession.</p> <p>197.572 – Easements for conservation purposes, or for public service purposes or for drainage or ingress and egress survive tax sales and deeds.</p> <p>197.573 – Survival of restrictions and covenants after tax sale.</p>
Advisory Board	N/A

Performance Measures

Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Q2	Total leasable square footage occupied ¹	167,518	175,335	172,148	169,647
G5	% of total leasable square footage occupied ¹	81.5%	85.3%	84.3%	83.0%

Notes:

1. Total leasable square footage of space fluctuates from year-to-year and is currently 204,316.

Leon County Fiscal Year 2021 Tentative Budget

Office of Financial Stewardship

Real Estate Management - Real Estate Management (001-156-519)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	152,568	128,771	133,312	-	133,312	138,199
Operating	86,119	226,340	211,970	(636)	211,334	211,973
Grants-in-Aid	11,400	-	-	-	-	-
Total Budgetary Costs	<u>250,087</u>	<u>355,111</u>	<u>345,282</u>	<u>(636)</u>	<u>344,646</u>	<u>350,172</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	250,087	355,111	345,282	(636)	344,646	350,172
Total Revenues	<u>250,087</u>	<u>355,111</u>	<u>345,282</u>	<u>(636)</u>	<u>344,646</u>	<u>350,172</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Real Estate Manager	1.00	1.00	1.00	-	1.00	1.00
Real Estate Specialist	2.00	1.00	1.00	-	1.00	1.00
Real Estate Specialist	-	1.00	1.00	-	1.00	1.00
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>

Note: The Real Estate Manager position is being held vacant and is unfunded. Leon County is currently contracting with a private leasing company to perform this function.

The major variances for the FY 2021 Real Estate Management budget are as follows:

Decrease to Program Funding:

1. Listing agreement costs were reduced by \$15,000 after the initial program kick-off to market affordable housing lots. Base funding is \$17,500.
2. Decreases in travel and training in the amount of \$636 is related to the non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Increases to Program Funding:

1. Personnel cost related to the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% -5% based on a 3% average.

Leon County Fiscal Year 2021 Tentative Budget

Office of Financial Stewardship

Real Estate Management - Tax Deed Applications (001-831-513)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	4,877	45,000	45,000	-	45,000	45,000
Total Budgetary Costs	4,877	45,000	45,000	-	45,000	45,000
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	4,877	45,000	45,000	-	45,000	45,000
Total Revenues	4,877	45,000	45,000	-	45,000	45,000

For FY 2021 this budget is recommended at the same level as FY 2020.

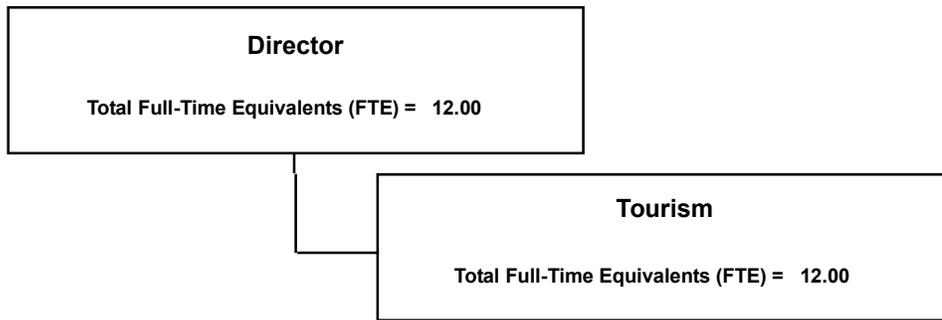


Leon County Fiscal Year 2021 Tentative Budget**Division of Tourism**

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Leon County Fiscal Year 2021 Tentative Budget

Division of Tourism



Leon County Fiscal Year 2021 Tentative Budget

Division of Tourism

Executive Summary

The Division of Tourism section of the Leon County FY 2021 Annual Budget is comprised of the Division of Tourism.

The Division of Tourism promotes the Tallahassee-Leon County area through tourism advertising, public relations, direct sales, visitor service functions, and marketing research. This division is fully supported by the Tourist Development Tax, also known as the "bed tax."

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Division of Tourism's Business Plan and the new FY 2019 - FY 2021 Tourism Strategic Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the division's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the Division in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

The first several months of FY 2020 were very strong with increased visitation, high hotel occupancy and room rates, and Tallahassee-Leon County was again named by Southern Living magazine in the Top 10 Best Cities in the South, two years in a row. Tourism launched a new mobile-first VisitTallahassee.com website and destination app, a reimagined Visitors Guide with all new content, and developed a new online grant management system. In mid-March, the COVID-19 pandemic hit Florida and the economic disruption impacted governments, businesses and individuals across the state and globe, and it drastically changed the local economy. The sharp and sudden decline of travel nearly halted the Tourist Development Tax (TDT) generated from overnight stays which funds the Division of Tourism. Local hotels experienced 100% cancellation of groups and meetings and hotel occupancy plummeted into the single digits. Reservations for summer and fall stopped. Festivals and events were cancelled. All attractions closed and restaurants either closed or adapted their service to curbside-pick-up or delivery. Due to the uncertainty of the duration and severe reduction in TDT collections, the Division cut \$1.65 million in expenditures from the FY20 budget, with reductions largely in advertising/marketing programs, concert and grant funding, and professional services. The Division also launched and continues a series of initiatives designed to provide resources, information and support to an industry arguably the hardest hit by COVID-19.

Continued success with cross country championships at Apalachee Regional Park helped drive a strong 1st quarter in FY20 and this year the Division hosted the inaugural Florida High School Athletics Association (FHSAA) Division 1A-3A Football Championships at Gene Cox Stadium, an event we will host for at least the next three years. The Division continues to work closely with the Division of Parks and Recreation on the construction of the cross country course enhancements in the Apalachee Regional Park Master Plan in preparation for hosting the National Collegiate Athletic Association (NCAA) Division 1 Cross Country National Championships in 2021. This year the Division also secured three new future championship events at the course. The International Mountain Biking (IMBA) Ride Center designation process was actively progressing until COVID-19 impacted the site inspection, which has now been rescheduled to November of 2020.

As included in the budget reductions this year, the Division did not renew the lease for Visitor Information Center (VIC) at 106 E. Jefferson Street downtown. The VIC part-time staff continues an adapted service delivery to visitors via phone, email and mail/pick-up information requests and the staff has been repurposed on other Division duties until the new satellite Visitor Information Center & Ticket Office opens in the fall of 2020 at the new Cascades Park development. The restoration and renovation of the historic Amtrak Building near Railroad and Gaines Street, as the new permanent home for the Visitor Information Center and Tourism staff, is now on hold pending a potential state historic preservation grant. The earliest the bid documents could be released for the construction plans would be July 2021, with an anticipated completion date of late summer 2022.

Based on the 80/20 TDT revenue share with COCA, accordingly the reduction in TDT funding is anticipated to produce a shortfall of \$291,115 to COCA's budget in FY 2020. This shortfall mostly impacts COCA's current year grant program funding, resulting in COCA utilizing reserves to honor all the grant awards in FY 2020. This year was also the fifth and final year for COCA's Cultural Facilities Matching Grant Program funded with the additional ¼ penny of TDT. All funds were awarded and this funding agreement has now expired. Additionally, the Board approved a new 5-year funding agreement for COCA beginning FY 2021.

Leon County Fiscal Year 2021 Tentative Budget		
Tourism Business Plan		
Mission Statement	The mission of the Leon County Division of Tourism is to spearhead and coordinate the tourism marketing and management of the destination through the coordination of the hospitality industry, local governments and the business community to sustain and grow visitor spending and job creation in the Tallahassee region.	
Strategic Priorities	<p>Economy</p> <ul style="list-style-type: none"> EC1 – Do well-designed public infrastructure which supports business, attracts private investment and has long term economic benefits. EC4 – Grow our tourism economy, its diversity, competitiveness and economic impact. <p>Quality of Life</p> <ul style="list-style-type: none"> Q4 – Support and promote access to basic health and welfare services to our community members most in need. <p>Governance</p> <ul style="list-style-type: none"> G3 – Sustain a culture that respects, engages and empowers citizens in important decisions facing the community. 	
Strategic Initiatives October 1, 2017 – September 30, 2022	<ol style="list-style-type: none"> Continue to work with FSU to host NCAA cross country national and regional championships at Apalachee Regional Park (ARP). (EC4) Enhance sports tourism through the exploration of an NFL Preseason game and other possible events at Doak Campbell Stadium. (EC4) Further enhance our competitiveness in attracting national and regional running championships by making additional strategic investments at the Apalachee Regional Park (ARP). (EC1, EC4) To continue to support Choose Tallahassee’s efforts to market our community as a retirement destination. (Q4 , EC4) Utilizing a portion of the BP settlement funds, identify solutions for weatherization of the Capital City Amphitheater stage, inclusive of potential sound mitigation elements. (EC4) Continue to work with FSU on the Civic Center Arena District Master Plan to include the potential partnership to realize the convention center space desired by the County and to bring back issues related to the County’s financial and programming roles and participation for future Board consideration. (EC1, EC4) Support the revision of Sec. 125.0104, F.S. to modify the eligibility for levying the local option High Tourism Impact Tax to include counties that are home to Preeminent State Research Universities to levy a sixth cent to support the convention center and arena district. (EC4) Raise awareness of County trails through the Division of Tourism Strategic Plan. (EC4) 	<p>Ongoing</p> <p>Ongoing</p> <p>Complete/ Ongoing</p> <p>Complete/ Ongoing</p> <p>Complete</p> <p>In Progress</p> <p>Complete/ Ongoing</p> <p>Ongoing</p>
	<ol style="list-style-type: none"> Work with the City to develop a branding strategy for the community's trail system. (EC4) Coordinate and enhance local planning efforts to celebrate Leon County/Tallahassee bicentennial in 2024. (G3) 	<p>In Progress</p> <p>In Progress</p>
Actions	<ol style="list-style-type: none"> A.) Staff will partner with Florida State Athletics to assemble future bids to host 2022-2024 NCAA cross country Regional and National Championships at Apalachee Regional Park. B.) In partnership with Florida State Athletics, started preparation to host the 2021 National Collegiate Athletic Association Division One Cross County National Championships at Apalachee Regional Park. A.) Continue meeting with Florida State Athletics to present the benefits of hosting a Preseason NFL Game. B.) Identify NFL Teams that would potentially participate. C.) Identify potential funding sources that would support hosting an NFL Preseason game in Doak Campbell Stadium. D.) Develop a presentation to promote NFL teams previously identified. E.) Target hosting the NFL Preseason football game in fall of 2020 or 2021. F.) Staff will continue to work with Complex Sports and Entertainment on ways to attract major sporting events to Doak Campbell Stadium. 	<p>FSU Athletics, NCAA, Hotel partners, Parks Department</p> <p>FSU, NFL, Florida Sports Foundation</p>

Leon County Fiscal Year 2021 Tentative Budget

Tourism

Actions

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|-----|--|--|
| 3. | A.) Continue to work with the Division of Parks and Recreation through the final phase and start of construction on the permanent structures at Apalachee Regional Park.
B.) Work with the Division of Parks and Recreation and department of Community Media Relations to deploy a final construction grand opening celebration of the permanent buildings at Apalachee Regional Park Cross Country Course.
C.) Continue to promote the future infrastructure being built at Apalachee Regional Park. | Parks Division, FSU, various community interests |
| 4. | A.) Continue to meet with Choose Tallahassee executive committee and full board as scheduled.
B.) Restructured contract with Choose Tallahassee with same level of support and revised activities. | Choose Tallahassee Board |
| 5. | Cost analysis for weatherization of the City Amphitheater stage is complete and sound mitigation panels have been purchased and construction is underway. | Blueprint IA, City of Tallahassee |
| 6. | A.) Continue to communicate with FSU staff and Leon County Office of Financial Stewardship relating to Civic Center District development.
B.) Participate with Florida State University in the market and feasibility analysis.
C.) Present findings and recommendations to IA Board to consider timing and financial scope. | FSU, Financial Stewardship |
| 7. | Monitor legislation with industry lobbyists while working with community partners to advance legislation in support of levying sixth cent. | FSU, FADMO, County Lobbyist, Hotel partners |
| 8. | A.) Launched Trailahassee 2.0.
B.) Participated in an International Mountain Biking Association (IMBA) Trail Lab and began self-assessment process.
C.) Highlighted featured trails on a monthly basis on Trailahassee.com.
D.) Awarded the Southern Off Road Biking Association (SORBA) Summit in March of 2020. | Parks Division, Zimmerman Agency, various community interests. |
| 9. | Results of the re-branding survey for the Capital City to the Sea regional trial presented to IA Board. | Blueprint IA |
| 10. | Staff spoke at Bicentennial meeting at the Florida Department of State coordinated by the Tallahassee Historical Society and is working to develop one unified Bicentennial committee. | Tourism, CMR |

Five-Year Targets and Goals

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

	FY 2017	FY 2018	FY 2019	FY 2020 ⁴	FY 2021	Total
Tourism Economic Growth ¹	\$.90 billion	\$.92 billion	\$ 1.04 billion	\$.64 billion	\$.69 billion	\$ 4.2 billion

Target: *Attract 80 state, regional, or national championships across all sports.*

	FY 2017	FY 2018	FY 2019	FY 2020 ⁴	FY 2021	Total
Championships Attracted ²	14	16	17	15	17	79

Target: *Host 100,000 residents and visitors as part of the Amphitheater County Concert Series.*

	FY 2017	FY 2018	FY 2019	FY 2020 ⁴	FY 2021	Total
Concert Series Attendance ³	5,789	5,414	17,014	11,000	10,000	46,517

- Due to the COVID-19 pandemic, significant declines in the tourism economy are expected for FY 2020 and FY 2021. While the full impact of the pandemic is unknown, reporting on the tourism economy for the first two quarters of FY 2020 shows a 15% decrease from FY 2019, although visitation for those quarters greatly benefited from Hurricane Michael in FY 2019.
- Due to the COVID-19 pandemic, ten (10) championship sporting events scheduled to occur in FY 2020 were canceled. While it is unclear when Leon County will be able to resume hosting large sporting events, staff continues to work with athletic organizations to tentatively reschedule championships for early FY 2021 and secure additional future events.
- Three County concerts took place in FY 2020 and the successful partnership with the Downtown Improvement Authority continued with their three concerts in the Sundown Series. Due to the COVID-19 pandemic, one County concert scheduled during FY 2020 was canceled and three other scheduled County concerts have been rescheduled for FY 2021.
- The reporting for FY 2020 and FY 2021 are estimates.

Leon County Fiscal Year 2021 Tentative Budget

Division of Tourism

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	884,755	969,060	1,006,456	-	1,006,456	1,038,811
Operating	2,662,086	3,227,761	3,453,995	(1,587,331)	1,866,664	1,747,474
Grants-in-Aid	2,932,558	2,119,462	1,872,347	(365,000)	1,507,347	1,713,667
Total Budgetary Costs	<u>6,479,399</u>	<u>6,316,283</u>	<u>6,332,798</u>	<u>(1,952,331)</u>	<u>4,380,467</u>	<u>4,499,952</u>
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Tourism Development	6,479,399	6,316,283	6,332,798	(1,952,331)	4,380,467	4,499,952
Total Budget	<u>6,479,399</u>	<u>6,316,283</u>	<u>6,332,798</u>	<u>(1,952,331)</u>	<u>4,380,467</u>	<u>4,499,952</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
160 Tourism Development	6,329,399	6,166,283	6,182,798	(1,952,331)	4,230,467	4,349,952
Total Revenues	<u>6,479,399</u>	<u>6,316,283</u>	<u>6,332,798</u>	<u>(1,952,331)</u>	<u>4,380,467</u>	<u>4,499,952</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Tourism Development	12.00	12.00	12.00	-	12.00	12.00
Total Full-Time Equivalents (FTE)	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>-</u>	<u>12.00</u>	<u>12.00</u>
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Tourism Development	0.50	0.50	0.50	-	0.50	0.50
Total OPS Full-Time Equivalents (FTE)	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>-</u>	<u>0.50</u>	<u>0.50</u>

Leon County Fiscal Year 2021 Tentative Budget

Division of Tourism

Tourism Development Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	884,755	969,060	1,006,456	-	1,006,456	1,038,811
Operating	2,662,086	3,227,761	3,453,995	(1,587,331)	1,866,664	1,747,474
Grants-in-Aid	2,932,558	2,119,462	1,872,347	(365,000)	1,507,347	1,713,667
Total Budgetary Costs	6,479,399	6,316,283	6,332,798	(1,952,331)	4,380,467	4,499,952
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
1 Cent Expenses (160-305-552)	189,000	-	-	-	-	-
Administration (160-301-552)	496,217	608,237	524,230	(3,500)	520,730	590,453
Advertising (160-302-552)	1,541,164	1,616,473	1,845,415	(1,004,705)	840,710	618,448
COCA Contract (001-888-573)	150,000	150,000	150,000	-	150,000	150,000
Council on Culture & Arts (COCA) (160-888-573)	2,042,858	1,168,462	877,347	-	877,347	903,667
Marketing (160-303-552)	1,530,106	2,008,111	2,120,806	(579,126)	1,541,680	1,622,384
Special Projects (160-304-552)	530,055	765,000	815,000	(365,000)	450,000	615,000
Total Budget	6,479,399	6,316,283	6,332,798	(1,952,331)	4,380,467	4,499,952
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
160 Tourism Development	6,329,399	6,166,283	6,182,798	(1,952,331)	4,230,467	4,349,952
Total Revenues	6,479,399	6,316,283	6,332,798	(1,952,331)	4,380,467	4,499,952
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Administration	3.50	3.50	3.50	-	3.50	3.50
Marketing	8.50	8.50	8.50	-	8.50	8.50
Total Full-Time Equivalentents (FTE)	12.00	12.00	12.00	-	12.00	12.00
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Administration	0.25	0.25	0.25	-	0.25	0.25
Marketing	0.25	0.25	0.25	-	0.25	0.25
Total OPS Full-Time Equivalentents (FTE)	0.50	0.50	0.50	-	0.50	0.50

Leon County Fiscal Year 2021 Tentative Budget

Tourism Development

Tourism Development – (160-301,302,303,304,305-552)

Goal	The goal of Tourism Development is to enhance the local economy and quality of life through the benefits associated with a strong visitor industry by maximizing the number of visitors, length of stay of visitors, and the economic impact of visitors to Leon County.
Core Objectives	<ol style="list-style-type: none"> 1. Maximize dollars available to market the destination. 2. Support programs and facilities that draw overnight visitors and maximize the return on investment. 3. Increase visitation during times of the year when there is low or decreased activities. 4. Provide effective and efficient visitor services programs. 5. Increase the awareness of the importance of the tourism industry to local residents.
Statutory Responsibilities	Florida Statute, Chapter 125.0104 "Procedure for Levying Tourist Development Tax, Authorized Uses for the Tax, and Enforcement of Collection"; Leon County Code of Laws, Chapter 11, Article III "Tourist Development Tax."
Advisory Board	Tourist Development Council

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Estimate
BG1	Grow the five-year tourism economy to \$5 billion. ¹	\$0.90 Billion	\$.92 billion	\$1.04 billion	\$.64 billion	\$.69 billion
T1	Attract 80 state, regional, or national championships across all sports. ²	14	16	17	15	17
T4	Host 100,000 residents and visitors as part of the Amphitheater County Concert Series. ³	5,789	5,414	17,014	11,000	10,000

Notes:

1. Due to the COVID-19 pandemic, significant declines in the tourism economy are expected for FY 2020 and FY 2021. While the full impact of the pandemic is unknown, reporting on the tourism economy for the first two quarters of FY 2020 shows a 15% decrease from FY 2019, although visitation for those quarters greatly benefited from Hurricane Michael in FY 2019.
2. Due to the COVID-19 pandemic, ten (10) championship sporting events scheduled to occur in FY 2020 were canceled. While it is unclear when Leon County will be able to resume hosting large sporting events, staff continue to work with athletic organizations to tentatively reschedule championships for early FY 2021 and secure additional future events.
3. Three County concerts took place in FY 2020 and the successful partnership with the Downtown Improvement Authority continued their with three concerts in the Sundown Series. Due to the COVID-19 pandemic, one County concert scheduled during FY 2020 was canceled and three other scheduled County concerts have been rescheduled for FY 2021.

Performance Measures

Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimates	FY 2021 Estimates
EC4	Tourist Development Tax per penny	\$1,199,917	\$1,450,907	\$881,281	\$877,347
EC4	Percent Change in Tourist Development Tax ¹	4%	21%	-39.3%	6.4%
EC4	Number of total visitors to Leon County ¹	2,368,988	2,438,900	1,671,622	1,909,034
EC4	Percent Change in number of total visitors to Leon County ¹	0.4%	3.0%	-31.5%	14.2%
EC4	Total Direct Visitor Economic Impact (billions) ¹	\$0.91	\$1.04	\$0.647	\$.698
EC4	Percent Change in Direct Visitor Economic Impact ¹	1.6%	14.3%	-37.8%	7.9%
EC4	Number of Direct Tourism Related Jobs ¹	14,573	16,150	9,987	10,736
EC4	Percent Change in the number of Direct Tourism Related Jobs ¹	1.5%	10.8%	-38.2%	7.5%
EC4	Hotel Occupancy ²	67%	74%	44%	47%
EC4	Hotel Revenue (millions) ²	\$138	\$151	\$91	\$97
EC4	Percent Change in Hotel Revenue ¹	2.4%	9.4%	-39.6%	6.1%

Notes:

1. Data estimates provided by Downs & St. Germain upon review of Tax Collector reports with Tourism staff. According to Downs & St. Germain, the dip in FY 2020 & FY 2021 is due to the COVID-19 pandemic. The Tourism and Hospitality industry is undoubtedly the hardest hit industry as it relates to pandemic.
2. Provided by Smith Travel Research.

Leon County Fiscal Year 2021 Tentative Budget

Division of Tourism

Tourism Development - COCA Contract (001-888-573)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Grants-in-Aid	150,000	150,000	150,000	-	150,000	150,000
Total Budgetary Costs	150,000	150,000	150,000	-	150,000	150,000
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
Total Revenues	150,000	150,000	150,000	-	150,000	150,000

The FY 2021 Budget is recommended at the same level funding as the previous year. These costs are related to the management costs of COCA administering the Cultural Grant Program.

Leon County Fiscal Year 2021 Tentative Budget

Division of Tourism

Tourism Development - Administration (160-301-552)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	339,776	341,475	352,953	-	352,953	364,843
Operating	156,441	266,762	171,277	(3,500)	167,777	225,610
Total Budgetary Costs	496,217	608,237	524,230	(3,500)	520,730	590,453
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
160 Tourism Development	496,217	608,237	524,230	(3,500)	520,730	590,453
Total Revenues	496,217	608,237	524,230	(3,500)	520,730	590,453
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
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
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Visitor Services Representativ	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalentents (FTE)	3.50	3.50	3.50	-	3.50	3.50
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
TDC Consolidated OPS	0.25	0.25	0.25	-	0.25	0.25
Total OPS Full-Time Equivalentents (FTE)	0.25	0.25	0.25	-	0.25	0.25

The major variances for the FY 2021 Tourism Development 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 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0%-5% based on a 3% average.

Decreases to Program Funding:

- \$41,725 in association with Visitor Information Center and parking leases.
- Repairs & Maintenance in the amount of \$29,000 related to a decrease in building maintenance costs.
- \$24,700 in association with research contracts.
- Decreases in travel and training in the amount of \$3,500 is related to the six-month non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget

Division of Tourism

Tourism Development - Advertising (160-302-552)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	1,541,164	1,616,473	1,845,415	(1,004,705)	840,710	618,448
Total Budgetary Costs	1,541,164	1,616,473	1,845,415	(1,004,705)	840,710	618,448
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
160 Tourism Development	1,541,164	1,616,473	1,845,415	(1,004,705)	840,710	618,448
Total Revenues	1,541,164	1,616,473	1,845,415	(1,004,705)	840,710	618,448

The major variances for the FY 2021 Tourism Development Advertising Budget are as follows:

Decrease to Program Funding:

1. Decrease in contracts related to advertising in the amount of \$1,004,705 due to the impact of COVID-19.

Leon County Fiscal Year 2021 Tentative Budget

Division of Tourism

Tourism Development - Marketing (160-303-552)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	544,979	627,585	653,503	-	653,503	673,968
Operating	964,481	1,344,526	1,437,303	(579,126)	858,177	903,416
Grants-in-Aid	20,645	36,000	30,000	-	30,000	45,000
Total Budgetary Costs	<u>1,530,106</u>	<u>2,008,111</u>	<u>2,120,806</u>	<u>(579,126)</u>	<u>1,541,680</u>	<u>1,622,384</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
160 Tourism Development	1,530,106	2,008,111	2,120,806	(579,126)	1,541,680	1,622,384
Total Revenues	<u>1,530,106</u>	<u>2,008,111</u>	<u>2,120,806</u>	<u>(579,126)</u>	<u>1,541,680</u>	<u>1,622,384</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Senior Sports Sales Manager	1.00	1.00	1.00	-	1.00	1.00
Marketing Communications Mngr.	1.00	1.00	1.00	-	1.00	1.00
Sports Sales Manager	1.00	1.00	1.00	-	1.00	1.00
Leisure Travel Sales Manager	1.00	1.00	1.00	-	1.00	1.00
Visitor Services Manager	1.00	1.00	1.00	-	1.00	1.00
Senior Marketing Manager	1.00	1.00	1.00	-	1.00	1.00
Meetings & Convention Sales Mngr.	1.00	1.00	1.00	-	1.00	1.00
Public Relations Marketing Specialist	1.00	1.00	1.00	-	1.00	1.00
Visitor Services Representativ	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	<u>8.50</u>	<u>8.50</u>	<u>8.50</u>	<u>-</u>	<u>8.50</u>	<u>8.50</u>
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
TDC Consolidated OPS	0.25	0.25	0.25	-	0.25	0.25
Total OPS Full-Time Equivalents (FTE)	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>	<u>-</u>	<u>0.25</u>	<u>0.25</u>

The major variances for the FY 2021 Tourism Development 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 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0%-5% based on a 3% average.

Decreases to Program Funding:

1. Costs in the amount of \$529,126 related to a decrease in marketing activity due to the COVID-19 pandemic.

2. Decreases in travel and training in the amount of \$50,000 is related to the six-month non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget

Division of Tourism

Tourism Development - Special Projects (160-304-552)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Grants-in-Aid	530,055	765,000	815,000	(365,000)	450,000	615,000
Total Budgetary Costs	530,055	765,000	815,000	(365,000)	450,000	615,000
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
160 Tourism Development	530,055	765,000	815,000	(365,000)	450,000	615,000
Total Revenues	530,055	765,000	815,000	(365,000)	450,000	615,000

The major variances for the FY 2021 Tourism Development Special Projects budget are as follows:

Decrease to Program Funding:

1. Grant funding in the amount of \$365,000, offset by an increase of \$50,000. Special project funding (which includes Legacy, signature and emerging events) has been decreased to balance the Tourism budget due to the COVID-19 pandemic.

Leon County Fiscal Year 2021 Tentative Budget

Division of Tourism

Tourism Development - Council on Culture & Arts (COCA) (160-888-573)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Grants-in-Aid	2,042,858	1,168,462	877,347	-	877,347	903,667
Total Budgetary Costs	2,042,858	1,168,462	877,347	-	877,347	903,667
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
160 Tourism Development	2,042,858	1,168,462	877,347	-	877,347	903,667
Total Revenues	2,042,858	1,168,462	877,347	-	877,347	903,667

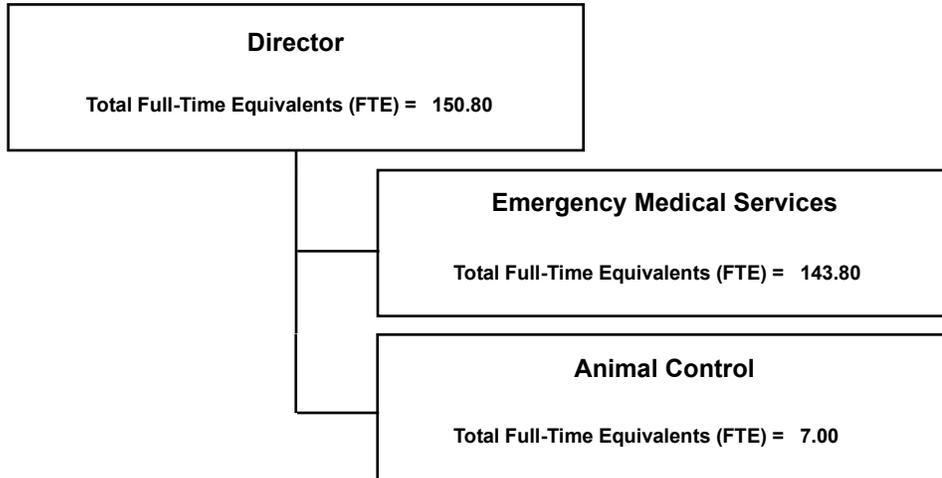
The FY 2021 budget reflects the budget-to-budget decrease in funding in the amount of \$291,115 due to a decline in revenue caused by impact of COVID-19.

Leon County Fiscal Year 2021 Tentative Budget**Office of Public Safety**

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Leon County Fiscal Year 2021 Tentative Budget

Office of Public Safety



Leon County Fiscal Year 2021 Tentative Budget

Office of Public Safety

Executive Summary

The Office of Public Safety section of the Leon County FY 2021 Annual Budget is comprised of Emergency Medical Services and Animal Control.

Emergency Medical Services provides emergency medical services to all residents of Leon County. Animal Control provides humane education, prevention, and enforcement programs for the citizens and domestic animals of Leon County.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Office of Public Safety Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

Emergency Medical Services (EMS) continues to provide award-winning services through the delivery of cost-effective emergency treatment and transportation of the sick and injured. EMS continued to provide clinically superior services resulting in improved patient outcomes and decreased mortality. In response to the COVID-19 pandemic EMS maintained staffing for emergency responses and interfacility transports while working with community partners for patient surge planning, providing paramedic support to testing locations, and providing response as a part of the Florida Infectious Disease Transport Network. In just a few weeks' time, in response to COVID-19 patient surge concerns, EMS was able to work with community stakeholders and develop and deploy a Rapid Alternative Response program which aimed to provide patients impacted with COVID-19 infection alternative treatment options thereby decreasing the impact on the community's healthcare system. EMS maintained accreditation from the Commission on Accreditation of Ambulance Services (CAAS) which requires meeting strict national standards of excellence that signify EMS has met the "gold standard" for the ambulance industry. Meeting CAAS standards results in strengthened community confidence in the quality and safety of care, treatment and services provided by EMS. In FY 2020, EMS continued its public education and risk reduction campaign which provides risk reduction and cardiopulmonary resuscitation (CPR) with automated external defibrillation (AED) training to citizens. The EMS Division's annual "Press the Chest" CPR community training event was unable to be held due to COVID so staff developed a CPR Training Home Edition program in conjunction with the County Library. EMS continued to provide critical care paramedic ground transport services, transporting seriously ill people 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.

Animal Control is responsible for enforcing state and local ordinances concerning matters such as stray animals, rabies control, animal cruelty, and dangerous animals. 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 2021 Tentative Budget			
Office of Public Safety Business Plan			
Mission Statement	<p>The mission of the Leon County Office of Public safety is to enrich, preserve and improve the lives of citizens and visitors to Leon County by:</p> <ol style="list-style-type: none"> Promoting safety through clinically superior and compassionate pre-hospital care and life safety education through the Division of Emergency Medical Services. Provide education, prevention, and enforcement programs and humane animal care and control services through the Division of Animal Control. 		
Strategic Priorities	<p>Quality of Life</p> <ul style="list-style-type: none"> Q3 – Provide essential public safety infrastructure and services. Q4 – Support and promote access to basic health and welfare services to our community members most in need. <p>Governance</p> <ul style="list-style-type: none"> G1 – Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. 		
Strategic Initiatives October 1, 2017– September 30, 2021	<ol style="list-style-type: none"> Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (Q3) 	Ongoing	
	<ol style="list-style-type: none"> (Q3, Q4) Implement practices and strategies to further enhance the response to mass causality incidents; including the delivery of Stop the Bleed campaign training which teaches citizens how to assist someone suffering from major bleeding. (Q3, Q4) 	Ongoing	
	<ol style="list-style-type: none"> Improve pet overpopulation by engaging vested community partners in the implementation of spay and neutering strategies. 	In Progress	
Actions	<ol style="list-style-type: none"> <ol style="list-style-type: none"> Implementing additional data sharing systems with Tallahassee Memorial Hospital (TMH) & Capital Regional Medical Center(CRMC) and completing comprehensive medical protocol update. Participated in the CARE Cardiac Arrest Registry. Implemented new stroke patient treatment protocol. Partnered with Capital Area Healthy Start Coalition to provide infant CPR training programs to high-risk expectant mothers. Provide community risk reduction programs such as CPR and AED training. Continue participation in the Tallahassee Care Consortium. Continue participation with the multi-disciplinary quality meetings at TMH & CRMC Conducted research study to determine if outcomes varied for patients treated with an IV or an IO. Awarded 2018 Florida Department of Health EMS Matching Grants to improve and enhance pre-hospital emergency medical services. Complete a comprehensive Medical Protocol Update. 		EMS

Leon County Fiscal Year 2021 Tentative Budget

Office of Public Safety

Actions

2.

- A.) Continue to provide stop the bleed training to citizens and further incorporate the training into CPR training where appropriate.
- B.) Evaluate mass causality equipment deployment strategies and modify approaches where appropriate.
- C.) Partner with the Big Bend Healthcare Coalition and Leon County Schools in the deployment of stop the bleed kits at all K-12 schools in the County
- D.) In cooperation with partner first response agencies, continue to develop response strategies to enhance the response to hostile events, including the development of a rescue task force response model.
- E.) Place stop the bleed kits in County facilities and seek grant opportunities to supply stop the bleed kits to high risk facilities in the community.

3.

- A.) Assist community partners with distribution of low/no cost spay and neutering vouchers.
- B.) Implement neighborhood sweeps.
- C.) Convene and assist community partners with the implementation of additional efforts aimed at increasing availability of spay and neutering services. Animal Control
- D.) Provided funding for Be The Solution, Inc. pet overpopulation prevention activities.
- E.) Presented an update on the Tallahassee Animal Services Shelter Operational Assessment

Bold Goals and Five-Year Targets

Target: Train 8,500 citizens in CPR/AEDs. (T5)

	FY 2017	FY 2018	FY 2019	FY 2020 ²	FY 2021	Total
Citizens trained in CPR/AED ²	1,572	1,768	2,111	700	1,750	7,901

Notes:

1. Due to the COVID-19 pandemic and restrictions on public gatherings, the County's annual Press the Chest event was postponed to FY 2021 and additional community trainings have been canceled. EMS is partnering with the Library to distribute CPR Anytime kits to encourage residents to train at home. The FY 2021 estimates assumes that EMS will be able to resume its normal training schedule.

Leon County Fiscal Year 2021 Tentative Budget

Office of Public Safety

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	12,127,805	12,057,088	12,419,363	1,294,001	13,713,364	14,064,944
Operating	7,339,560	7,521,529	8,034,990	295,155	8,330,145	8,385,771
Capital Outlay	13,614	-	38,000	-	38,000	38,000
Grants-in-Aid	71,250	71,250	71,250	-	71,250	71,250
Total Budgetary Costs	<u>19,552,229</u>	<u>19,649,867</u>	<u>20,563,603</u>	<u>1,589,156</u>	<u>22,152,759</u>	<u>22,559,965</u>
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Emergency Medical Services	17,880,477	18,049,763	18,967,929	1,368,940	20,336,869	20,690,231
Animal Control	1,671,752	1,600,104	1,595,674	220,216	1,815,890	1,869,734
Total Budget	<u>19,552,229</u>	<u>19,649,867</u>	<u>20,563,603</u>	<u>1,589,156</u>	<u>22,152,759</u>	<u>22,559,965</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
135 Emergency Medical Services MSTU	17,880,477	18,049,763	18,967,929	1,368,940	20,336,869	20,690,231
140 Municipal Service	1,671,752	1,600,104	1,595,674	220,216	1,815,890	1,869,734
Total Revenues	<u>19,552,229</u>	<u>19,649,867</u>	<u>20,563,603</u>	<u>1,589,156</u>	<u>22,152,759</u>	<u>22,559,965</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Animal Control	7.00	7.00	7.00	-	7.00	7.00
Emergency Medical Services	128.20	127.80	127.80	16.00	143.80	143.80
Total Full-Time Equivalents (FTE)	<u>135.20</u>	<u>134.80</u>	<u>134.80</u>	<u>16.00</u>	<u>150.80</u>	<u>150.80</u>
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Emergency Medical Services	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>	<u>1.00</u>	<u>1.00</u>

Leon County Fiscal Year 2021 Tentative Budget

Office of Public Safety

Emergency Medical Services (135-185-526)

Goal	The goal of Leon County EMS Division is to provide clinically superior, compassionate, cost-effective emergency medical services to all citizens and visitors of Leon County; regardless of social economic status, utilizing the latest technologies and medical care standards, within the bounds of available resources.
Core Objectives	<ol style="list-style-type: none"> 1. Provide basic and advanced life support emergency medical services to the citizens and visitors of Leon County. 2. Provide medically necessary inter-facility and critical care emergency medical services to the citizens and visitors of Leon County. 3. Provide medical coverage at special event venues. 4. Provide injury and disease prevention and community risk reduction training programs to citizens. 5. Provide bystander care educational programs to citizens. 6. Maintain the County's Heart Ready initiative through the further development of the public access automated external defibrillator (AED) program and by training citizens in cardio-pulmonary resuscitation (CPR) and AED use. 7. Maintain a constant state of readiness to respond to major disasters, both man-made and natural. 8. Provide administrative oversight of the six volunteer fire departments.
Statutory Responsibilities	Article III Leon County Code of Law Chapter 401 Florida Statute Chapter 64J-1 Florida Administrative Code
Advisory Board	Emergency Medical Services Advisory Council

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
Q3	Percent of cardiac arrest patients that experience Return of Spontaneous Circulation (ROSC) upon arrival at the Emergency Room.	41%	18% ¹
Q3	Percent of requests for services that result in a patient transport	68%	63% ²
Q3	EMS responses per 1,000 residents	132.768 ⁴	76.786 ³

Benchmark source:

1. American Heart Association, 2015
2. Florida EMSTARS Database, 2015
3. International City/County Management Association FY15 Benchmark Data for Jurisdictions with 250,000-499,000 population
4. Due to the rate of increase in call volume outpacing the increase in population, Leon County far exceeds the standard benchmark due to the large transient population.

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Estimate
T11	Strategic Target: Train 8,500 citizens in CPR/AEDs between FY17-FY21¹	1,572	1,768	2,111	700	1,750

1. Due to the COVID-19 pandemic and restrictions on public gatherings, the County's annual Press the Chest event was postponed to FY 2021 and additional community trainings have been canceled. EMS is partnering with the Library to distribute CPR Anytime kits to encourage residents to train at home. The FY 2021 estimates assumes that EMS will be able to resume its normal training schedule.

Performance Measures

Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Q3	Number of calls for service responded to.	43,256	44,584	45,095	46,670
Q3	Number of transports made.	29,884	30,447	30,775	31,850
Q3, Q4	Number of public education events conducted annually.	165	145	160	150
Q3, Q4	Number of public access Automated External Defibrillators (AEDs) registered with the Division.	915	1,169	925	1,195
Q3,	Percent of trauma alert patients correctly identified by paramedics annually.	97%	97%	95%	97%
Q3	Percent of stroke alert patients correctly identified by paramedics annually.	99%	97%	92%	95%
Q3	Percent of STEMI patients correctly identified by paramedics annually. ¹	98%	98%	94%	95%
Q3	Percent of STEMI EKGs transmitted to receiving hospital by paramedics annually. ¹	100%	100%	95%	100%

ST-Elevation Myocardial Infarction (STEMI) is a serious type of heart attack during which one of the heart's major arteries is blocked.

Leon County Fiscal Year 2021 Tentative Budget**Office of Public Safety**

1. In FY 2019, the division experienced a 3.0% 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. Although the Division has acquired additional crews to support call volume, the anticipated slight increase for FY 2020 is related to the slow-down of transports related to COVID-19 pandemic and Stay-at-Home orders. The Division anticipates call volume will increase by 3.5% in FY 2021 as the Country returns to normal.
2. Corresponding to the previous performance measure, actual transports to the hospital increased by 1.8%. Both transports and calls for service trended slightly lower in the rate of increase experienced in previous fiscal years likely related to COVID-19 and Stay-at-Home orders.
3. The division provided 145 public education and injury prevention programs to community groups in an effort to reduce the overall community health risk. Although the events number was less than the previous year, the number of citizens participating increased.
4. The number of AEDs in the community registered with the division increased to 1,169 due to ongoing staff efforts to get new and existing AEDs registered.
5. Based on Leon County EMS criteria, Paramedics correctly identified 97% of trauma alert patients.
6. Based on Leon County EMS criteria, Paramedics correctly identified 97% of stroke alert patients.
7. Patients experiencing a myocardial infarction were identified 98% of the time. Accurate assessment of a heart attack by Paramedics results in faster in-hospital times and corresponding improved mortality rates.
8. Paramedics continue to transmit 100% of EKGs identified to the receiving hospital due to on-going emphasis on quality measure activities and evolving improvements to the technology used during transmission.

Leon County Fiscal Year 2021 Tentative Budget

Office of Public Safety

Emergency Medical Services (135-185-526)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	11,678,990	11,577,225	11,907,829	1,294,001	13,201,830	13,538,336
Operating	6,187,873	6,472,538	7,022,100	74,939	7,097,039	7,113,895
Capital Outlay	13,614	-	38,000	-	38,000	38,000
Total Budgetary Costs	<u>17,880,477</u>	<u>18,049,763</u>	<u>18,967,929</u>	<u>1,368,940</u>	<u>20,336,869</u>	<u>20,690,231</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
135 Emergency Medical Services MSTU	17,880,477	18,049,763	18,967,929	1,368,940	20,336,869	20,690,231
Total Revenues	<u>17,880,477</u>	<u>18,049,763</u>	<u>18,967,929</u>	<u>1,368,940</u>	<u>20,336,869</u>	<u>20,690,231</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Medical Director	1.00	1.00	1.00	-	1.00	1.00
Dir. Office of P.S. & EMS Chief	1.00	1.00	1.00	-	1.00	1.00
EMS Division Manager	2.00	2.00	2.00	-	2.00	2.00
EMS Quality Imp. & Educ. Mngr.	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	12.00	14.00	14.00	-	14.00	14.00
Administrative Associate V	2.00	2.00	2.00	-	2.00	2.00
Paramedic II (Level I) - SS	13.00	14.00	15.00	-	15.00	15.00
Paramedic I	9.00	6.00	7.00	-	7.00	7.00
EMS Medical Billing Tech.	1.00	1.00	1.00	-	1.00	1.00
EMS Supply Technician	2.00	2.00	2.00	-	2.00	2.00
Paramedic I - Part-Time	3.60	3.60	3.60	-	3.60	3.60
EMT I - Part-Time	1.20	0.60	0.60	-	0.60	0.60
EMS Financial Analyst	1.00	1.00	1.00	-	1.00	1.00
EMT I - System Status	3.00	8.00	5.00	6.00	11.00	11.00
Paramedic I - System Status	40.00	37.00	32.00	10.00	42.00	42.00
Paramedic II (Level 1) - PT	1.80	-	-	-	-	-
Paramedic - System Status	2.00	2.00	4.00	-	4.00	4.00
Paramedic II (Level 2) - SS	2.00	4.00	3.00	-	3.00	3.00
EMT II - System Status	10.00	10.00	13.00	-	13.00	13.00
Paramedic II (Level 1)	1.00	2.00	2.00	-	2.00	2.00
EMT II	10.00	7.00	9.00	-	9.00	9.00
EMT II - Part-Time	0.60	0.60	0.60	-	0.60	0.60
Financial Compliance Manager	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	<u>128.20</u>	<u>127.80</u>	<u>127.80</u>	<u>16.00</u>	<u>143.80</u>	<u>143.80</u>
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
EMS Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>	<u>1.00</u>	<u>1.00</u>

Leon County Fiscal Year 2021 Tentative Budget**Office of Public Safety****Emergency Medical Services (135-185-526)**

Note: The paygrade range for the EMS Chief increased with no fiscal impact.

The major variances for the FY 2021 Emergency Medical Services budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Additional personnel cost increased in the amount of \$680,000 for (10 positions) for transport services for CRMC which will provide revenue to offset the cost of the crew and a half crew to manage call volume (6 positions) in the amount of \$378,102. Paramedic Pay Increase in the amount of \$251,396 to retain Paramedics and reduce the 50% turnover in Paramedics over last two years. An additional \$20,000 is included to provide pay increases to provide the same flat pay raise for Paramedic Supervisors to prevent Paramedics from exceeding the pay of the supervisors.
3. At the September 24, 2019 meeting, Board approved funding for reimbursement of Medicaid Managed Care Supplemental Payment Program in the amount of \$600,000.
4. Agreement with the City of Tallahassee to provide ALS in the amount of \$48,914.
5. Transportation cost increased in the amount of \$17,095 due to higher estimated vehicle repair cost.
6. Training increased in the amount of \$15,000 due to an increase in staff turnover and the need to train in specialty areas such as critical care and dispatch.
7. Vehicle coverage in the amount of \$14,777 indicating an increase in insurance premiums.
8. Operating supplies in the amount of \$11,025 increased to account for annual inflationary increase in medical supplies (CPI medical commodities).

Decreases to Program Funding:

Decreases to Program Funding:

1. HIPAA Risk Assessment in the amount of \$30,000 As part of a comprehensive compliance program every 3 years it is recommended that HIPAA covered entities conduct periodic risk assessments to ensure compliance with applicable standards and to mitigate any potential PHI breach. Last assessment was performed in FY 2020.
2. Fuel & oil in the amount of \$15,800 associated with lower fuel consumption. Generators were provided in an effort to reduce some ambulances from being idle for an extended period of time.
4. Rentals and leases for Xerox copiers decreased in the amount of \$3,025.

Leon County Fiscal Year 2021 Tentative Budget

Office of Public Safety

Animal Control (140-201-562)

Goal	The goal of the Division of Animal Control is to improve the well-being of citizens and animals through humane education, prevention, and enforcement programs for the citizens and domestic animals of Leon County.
Core Objectives	<ol style="list-style-type: none"> 1. Assist the Health Department with Rabies prevention and control in the county's unincorporated and incorporated areas. 2. Patrol for stray, nuisance, or dangerous animals including humane trapping. 3. Investigate allegations of neglect or cruelty to animals and resolve complaints. 4. State designated agency for coordination of local Animal Disaster Relief/Recovery Plan. 5. 24-hour emergency rescue and medical care of sick, diseased and/or injured domestic animals. 6. Conducts Animal Bite Prevention Program and other community outreach programs for children and adults in the county's unincorporated and incorporated areas.
Statutory Responsibilities	Leon County Code of Laws, Chapter 4 "Animals"; *Florida Statute Chapter 828 "Animals; Cruelty; Sales; Animal Enterprise Protection" *Florida Administrative Code, Chapter 64D-3 "Control of Communicable Diseases and Conditions Which May Significantly Affect Public Health" *Florida Statute, Chapter 767 "Damage by Dogs" *Florida Statute, Chapter 585 "Animal Industry" *Florida Statute, Chapter 588 "Legal Fences and Livestock At Large"
Advisory Board	Dangerous Animal Classification Committee (Leon County Code of Laws, Chapter 4, Section 4-93 (g)) Leon County Advisory Committee (Leon County Code of Laws, Chapter 4, Section 4-32)

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
Q3, Q4	Field deployed staff to population ¹	1:18,931 ¹	1:15,000 to 18,000 ²

Notes:

1. Calculation based on unincorporated area population (99,392) and reclassified administrative position to an Animal Control Officer
2. Florida Animal Control Association 2013 policy statement on recommended staffing.

Performance Measures

Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Q3, Q4	Maintain customer complaint rate at 5 per 1,000 calls received ¹ .	2.0	3.0	2.0	2.0
Q3, Q4	Number of citations issued ²	113	27	100	100
Q3, Q4	Number of field service calls (service calls including follow-ups) ³	4,624	4,142	4,100	4,000
Q3, Q4	Return 7% of lost pets to their owners annually ⁴ .	2.7%	3.6%	7%	7%
Q3, Q4	Reduce field impounds at the Animal Shelter by 3% annually ⁵ .	14%	19%	3%	3%

Notes:

1. As Part of Leon Leads Core Practices Initiative, a strong emphasis was placed on customer satisfaction training. In addition, the reclassing of an Administrative position to an Animal Control Officer enables the Officer to resolve calls in a more efficient manner.
2. The Division has continued a practice that emphasizes education and assistance prior to formal enforcement which has contributed to a decrease in the number of citations issued in comparison to FY 2018. Owner compliance has increased resulting in a 24% decrease in citations issued.
3. The slight decrease in field service calls is attributed to owner compliance and the related follow ups for citizen education and assistance.
4. The division returned 3.6% of lost pets in the field. This is above FY 2018 actual and is directly related to owners utilizing microchips.
5. In FY 2018, 1,103 animals were impounded; in FY 2019 it was 894. This decrease reflects recently implemented strategies, which make animal impoundment a last resort.

Leon County Fiscal Year 2021 Tentative Budget

Office of Public Safety

Animal Control (140-201-562)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	448,815	479,863	511,534	-	511,534	526,608
Operating	1,151,687	1,048,991	1,012,890	220,216	1,233,106	1,271,876
Grants-in-Aid	71,250	71,250	71,250	-	71,250	71,250
Total Budgetary Costs	1,671,752	1,600,104	1,595,674	220,216	1,815,890	1,869,734
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
140 Municipal Service	1,671,752	1,600,104	1,595,674	220,216	1,815,890	1,869,734
Total Revenues	1,671,752	1,600,104	1,595,674	220,216	1,815,890	1,869,734
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Director of Animal Control	1.00	1.00	1.00	-	1.00	1.00
Senior Animal Control	1.00	2.00	3.00	-	3.00	3.00
Officer Animal Control	4.00	4.00	3.00	-	3.00	3.00
Officer Administrative	1.00	-	-	-	-	-
Associate V	7.00	7.00	7.00	-	7.00	7.00
Total Full-Time Equivalentents (FTE)	7.00	7.00	7.00	-	7.00	7.00

The major variances for the FY 2021 Animal Control budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual services in the amount of \$216,552 associated with the agreement with the City of Tallahassee for the Animal Shelter.
3. Communications cost in the amount of \$5,880 for smart phones with data plans and wireless connectivity for laptops.
4. Training increased in the amount of \$4,846 for National Animal Control Humane Officer (NACHO).

Decrease to Program Funding:

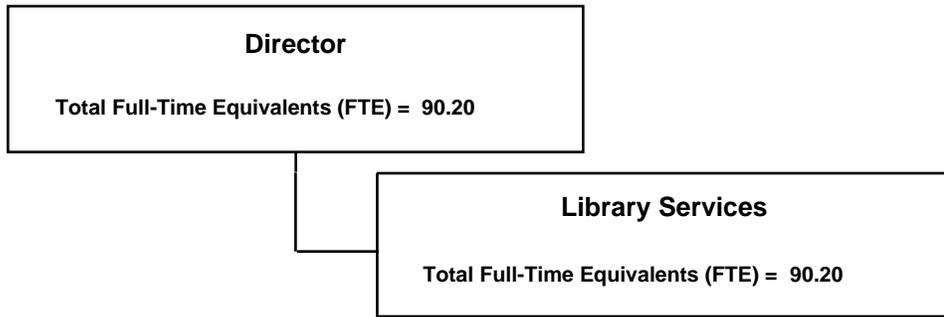
1. Decrease in travel in the amount of \$7,062 is related to the non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget**Office of Library Services**

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Leon County Fiscal Year 2021 Tentative Budget

Office of Library Services



Leon County Fiscal Year 2021 Tentative Budget

Office of Library Services

Executive Summary

The Office of Library Services section of the Leon County FY 2021 Annual Budget includes Library Policy, Planning & Operations, Library Public Services, and Library Collection Services. Library staff members offer services to library users and the public throughout the library system, with specialized services available at the Main Library.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Office of Library Services' Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

The Essential Libraries Initiative was launched this year, re-envisioning the County's libraries to address the changing needs of the community. Four focus areas were established: Arts and Humanities; Business & Workforce Development; Civic & Community Engagement; and Literacy & Lifelong Learning. Programs and collections are being developed to support each grouping.

The introduction of a convenient Online Library Card Registration System allowed for instant access to electronic resources through the Library's website and the all new Leon County Library mobile app. This improvement proved very timely. Hundreds of citizens were able to register for library cards and immediately use e-books and downloadable audio books during the Library's COVID-related closures. A collection of more than 1,400 new e-books for both adults and children were purchased, and the number of checkouts of streaming movies via Kanopy was doubled, to ensure a variety of digital materials for cardholders to enjoy.

For the first time, students enrolled in any educational institution within Leon County, from kindergarten to higher education, qualified for free library cards. To support pre-K learners, a collection of 76 "LaunchPad" tablets with pre-loaded educational games and activities were made available. Aimed at ages 3-5, these resources help promote kindergarten readiness.

The Library held its third Big Read, a community-wide reading and topical exploration program, with grant funds awarded by the National Endowment for the Arts. Other community-wide programming included the sixth spring and fall Seed Library in cooperation with Leon County Cooperative Extension Service. Over 20,000 sample-sized packets of seeds with instructions for effective cultivation were distributed. The fifth year of the Leon County Library Lecture Series included two varied and informative sessions, including a musical and personal narrative presented by Royce Lovett, and a lecture by award-winning author Jeff Vandermeer.

Responding to COVID-19, the Library initiated numerous measures to ensure that services continue to the public. Over 2,500 informational questions and technical guidance in downloading e-books was provided by telephone and e-mail; all programming was moved to online platforms; quarantine of all returned books, movies and other items was instituted to ensure that any virus that may have been present will have expired prior to handling by staff and other patrons. Curbside pickup provided safe, contact-free access to reading materials and movies. Later, the libraries were reopened to the walk-in public for browsing, checkout of materials and public computer use. The Libraries assisted with distribution of more than 250,000 cloth masks to County residents; partnered with Leon County EMS to distribute CPR Anytime kits, in lieu of the annual Press the Chest event; and provided access to computers and personalized assistance to individuals applying for CARES grant assistance. The annual summer reading program for youth was a combination of virtual programming and very successful "Adventure bags" with weekly thematic crafts available for pick-up at curbside and inside all libraries.

Additionally, for FY 2021, at the July 14, 2020 Budget Workshop, the Board approved the implementation of the Radio Frequency Identification (RFID) and Collection Management Services efficiencies. RFID is a technology many libraries around the world implement to increase staff efficiencies and provide users with a convenient self-service experience. Rather than placing barcodes on library materials, RFID uses microchip tags and scanners that can read multiple tags at once from a distance. Collection Management Services provides shelf-ready books, digital content that are targeted to Leon County readership. By implementing both of these systems, the Library can improve efficiencies and provide library patrons a better experience by reducing the number of staff needed. These efficiencies are funded through the elimination of 12.5 vacant library positions.

Leon County Fiscal Year 2021 Tentative Budget

Office of Library Services Business Plan

Mission Statement

The mission of the Leon County Office of Library Services is to enrich the community by Inspiring a love of reading, providing a dynamic resource for intellectual, creative and recreational pursuits, and enabling residents to live a life of learning.

Strategic Priorities

Quality of Life

- Q2 – Provide relevant library offerings 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

October 1, 2017–
September 30, 2021

1. Explore opportunities to increase high speed internet access through a “mobile hot spot” lending program. (Q2, G1) Completed
2. Implement the Leon County Essential Libraries Initiative. (G2, G3) In Progress

Actions

1. The Mobile Hotspot Lending Program was launched in July 2018. It was an instant success, generating more than 80 reserves within the first week. Responding to patron feedback, the loan period increased from one week to two weeks, as well as an increased amount of data per device. Mobile hotspots continue to be borrowed at a steady pace and alternative uses are being considered through the discoveries from the Innovative Libraries Tour.

Bold Goals and Five-Year Targets

Target: Double the number of downloadable books at the library. (Q3)

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Downloadable E-books ¹	10,002	11,771	14,276	16,023	18,673

Notes:

1. At the start of the FY 2017, Leon County’s libraries had 13,500 downloadable books in circulation. In FY 2017, Library Services added 10,002 new downloadable books to their collection, 74% of the County’s five-year Target. The numbers reported are a running total of the increase over the initial 13,500 downloaded books in circulation. To achieve the five-year goal of doubling the number of downloadable ebooks, the Library has calculated the number of downloadable books to purchase and add to the collection each month, at the same time, taking into consideration the number of books that are taken off the platform as licenses expire.

Leon County Fiscal Year 2021 Tentative Budget

Office of Library Services

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	5,411,978	5,764,714	5,872,077	(493,336)	5,378,741	5,565,400
Operating	708,112	817,901	783,058	(101,950)	681,108	695,285
Capital Outlay	618,111	632,505	538,325	-	538,325	538,325
Total Budgetary Costs	<u>6,738,201</u>	<u>7,215,120</u>	<u>7,193,460</u>	<u>(595,286)</u>	<u>6,598,174</u>	<u>6,799,010</u>
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Library Services	6,738,201	7,215,120	7,193,460	(595,286)	6,598,174	6,799,010
Total Budget	<u>6,738,201</u>	<u>7,215,120</u>	<u>7,193,460</u>	<u>(595,286)</u>	<u>6,598,174</u>	<u>6,799,010</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	6,738,201	7,215,120	7,193,460	(595,286)	6,598,174	6,799,010
Total Revenues	<u>6,738,201</u>	<u>7,215,120</u>	<u>7,193,460</u>	<u>(595,286)</u>	<u>6,598,174</u>	<u>6,799,010</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Library Services	101.70	101.70	101.70	(12.50)	89.20	89.20
Total Full-Time Equivalents (FTE)	<u>101.70</u>	<u>101.70</u>	<u>101.70</u>	<u>(12.50)</u>	<u>89.20</u>	<u>89.20</u>
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Library Services	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>	<u>1.00</u>	<u>1.00</u>

Leon County Fiscal Year 2021 Tentative Budget

Office of Library Services

Library Services – (001-240,241,242-571)

Goal	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.
Core Objectives	<ol style="list-style-type: none"> 1. Provide library materials circulation services, including check-out, check-in, reserves, patron registration, and collection for overdue and damaged materials. 2. Provide reference, information and technology assistance and readers' advisory service in person, by telephone and electronically. 3. Provide programs and learning opportunities for all ages, including literacy services, interactive story time programs for infants & toddlers, preschoolers, youth and families; summer reading programs; teen and adult programs, and special events. 4. Offer online services, including library card registration, library catalog, materials requests and reserves, subscription information resources, patron account management, events calendar, and responses to information requests from library users. 5. Provide public access to the internet, computers, printers, and technology instruction. 6. Offer voter registration and space for supervised voting, free income tax forms and assistance, and meeting rooms for public usage. 7. Select, order, receive, catalog, and process all library collection materials. 8. Maintain integrity of system catalog and participate in the national library catalog database. 9. Maintain the public interface to the library system's catalog. 10. Maintain a library system-wide courier service.
Statutory Responsibilities	Leon County Code, Appendix C-Special Acts, Chapter 10 "Library"; Florida Statutes, Chapter 257 "Public Libraries and State Archives"; Florida Administrative Code, Chapter 1B-2 "State Aid to Libraries Grant Program."
Advisory Board	Library Advisory Board

Benchmarking			
Priorities	Benchmark Data ¹	Leon County	Benchmark
Q2	Cost Per Capita	\$23.13	15 th of 31
Q2	Materials Expenditures Per Capita	\$2.16	18 th of 31
Q2	Circulation Items Per Capita	4.88	13 th out of 31
Q2	Square feet Per Capita (State Standard 0.6 sf)	0.54	13 th out of 31
Q2	Children's Circulation Per Capita ²	1.85	10 th out of 29
Q2	Population Per Full-Time Equivalent	0.35/1,000	6 th out of 31
Q2	Percent of Population with Library Cards	45%	17 th out of 31

Benchmark Source:

1. State Library of Florida, Annual Public Library Statistics and Ranking Tables 2019 (most current vetted information) for libraries with service population 100,001-750,000.
2. Only 29 libraries in our service population category responded to this benchmark.

Strategic Plan Bold Goals and Five-Year Targets						
Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Estimate
T9	Strategic Target: Double the number of downloadable books at the library¹	10,002	11,771	14,276	16,023	18,673

- Notes:
1. At the start of the FY 2017, Leon County's libraries had 13,500 downloadable books in circulation. By the end of FY 2017, Library Services added 10,002 new downloadable books to their collection, 74% of the County's five-year Target. The numbers reported are a running total of the increase over the initial 13,500 downloaded books in circulation. To achieve the five-year goal of doubling the number of downloadable ebooks, the Library has calculated the number of downloadable books to purchase and add to the collection each month, at the same time, taking into consideration the number of books that are taken off the platform as licenses expire.

Leon County Fiscal Year 2021 Tentative Budget

Office of Library Services

Library Services – (001-240,241,242-571)

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Q2	Number of total Library visits ¹	1,577,207	1,510,602	931,200	1,094,556
Q2	Number of items in Library Collection ²	794,935	787,072	446,235	459,622
Q2	Number of total Material Circulation ³	1,461,300	1,550,760	1,417,000	1,550,000
Q2	Number of total computer uses ⁴	740,455	793,690	576,397	622,509
Q2	Total public internet use in hours ⁵	226,285	228,779	196,648	235,978
Q2	Number of new volumes cataloged ⁶	35,653	36,390	27,293	28,112
Q2	Number of Library programs held ⁷	1,410	1,556	1,250	1,945
Q2	Number of Library program attendance ⁸	36,314	37,562	36,400	46,952
Q2	Track implementation of RDA and the number of entries that the library develops as the first record of a particular item for the shared international cataloging database ⁹	86	81	65	40
G1	Telescope Checkouts ¹⁰	247	192	80	150
G1	Library Cardholders ¹¹	122,807	130,337	136,854	140,959
G1	Followers on Social Media ¹²	N/A	7,632	11,448	13,738
Q2	Number of K-12 students receiving homework and reading help ¹³	N/A	N/A	60	200

Notes:

- Includes door counts and web site visits; due to COVID-19, all libraries completely closed to the public for 51 days, March 14 through May 3 – more than 2,500 reference questions and requests for assistance with technology - especially downloadable books - were handled during this time (averaging 49 per day). These requests were handled via telephone, e-mail and live chat. All libraries were open for curbside service and continued telephone and e-mail services from May 4 through June 4. All libraries opened to the walk-in public at 50% capacity beginning June 5, curbside service remains an option, and patrons continue to be served by phone and e-mail.
- In preparation for future capital improvements projects as part of the Essential Libraries Initiative, the Library weeded more than 340,000 items that had not circulated in five or more years and/or were in poor condition.
- Reflects increases in use of digital materials despite reduction in print/media in FY 2020.
- Reflects reduced access to public access computers and laptops due to COVID-19 closure.
- Reflects reduced access to public access computers and laptops due to COVID-19 closure.
- Reduction in items ordered requiring cataloging in FY 2020.
- FY 2020 program numbers reduced due to library closure for COVID-19. Increase for FY 2021 reflects the goal to double programming over next five years.
- Includes virtual programs attendance. Virtual programming will continue as a regular part of all Library programming.
- Resource Description and Access (RDA) is a cataloging standard for descriptive cataloging, providing instructions and guidelines on formulating bibliographic data. Reflects reduction in number of physical materials purchased that require original cataloging, due in part to increased demand/purchase of digital materials.
- COVID-19 closure impacted ability of patrons to borrow physical materials, including telescopes.
- Online library card registration was instituted in December 2019. During COVID-19 emergency, library card registration increased quickly.
- Includes Facebook and Instagram followers.
- This literacy performance will track how many students utilize homework and reading help.

Leon County Fiscal Year 2021 Tentative Budget

Office of Library Services

Library Services Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	5,411,978	5,764,714	5,872,077	(493,336)	5,378,741	5,565,400
Operating	708,112	817,901	783,058	(101,950)	681,108	695,285
Capital Outlay	618,111	632,505	538,325	-	538,325	538,325
Total Budgetary Costs	6,738,201	7,215,120	7,193,460	(595,286)	6,598,174	6,799,010
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Library - Policy, Planning, & Operations (001-240-571)	887,444	909,660	1,379,132	(302,044)	1,077,088	1,110,832
Library Collection Services (001-242-571)	1,510,521	1,643,829	-	-	-	-
Library Public Services (001-241-571)	4,340,237	4,661,631	5,814,328	(293,242)	5,521,086	5,688,178
Total Budget	6,738,201	7,215,120	7,193,460	(595,286)	6,598,174	6,799,010
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	6,738,201	7,215,120	7,193,460	(595,286)	6,598,174	6,799,010
Total Revenues	6,738,201	7,215,120	7,193,460	(595,286)	6,598,174	6,799,010
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Library - Policy, Planning, & Operations	6.00	6.00	10.00	-	10.00	10.00
Library Public Services	82.70	82.70	91.70	(12.50)	79.20	79.20
Library Collection Services	13.00	13.00	-	-	-	-
Total Full-Time Equivalentents (FTE)	101.70	101.70	101.70	(12.50)	89.20	89.20
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Library Public Services	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalentents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2021 Tentative Budget

Office of Library Services

Library Services - Lib - Policy, Planning, & Operations (001-240-571)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	483,245	465,087	829,851	-	829,851	856,830
Operating	404,199	444,573	549,281	(302,044)	247,237	254,002
Total Budgetary Costs	887,444	909,660	1,379,132	(302,044)	1,077,088	1,110,832
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	887,444	909,660	1,379,132	(302,044)	1,077,088	1,110,832
Total Revenues	887,444	909,660	1,379,132	(302,044)	1,077,088	1,110,832
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Library Director	1.00	1.00	1.00	-	1.00	1.00
Administration & Operations Manager	1.00	1.00	-	-	-	-
Chief Innovation Officer	-	-	1.00	-	1.00	1.00
Library Budget & Collection Development Manager	1.00	1.00	-	-	-	-
Library Services Coordinator	-	-	1.00	-	1.00	1.00
Applications Systems Analyst II	-	-	1.00	-	1.00	1.00
Information Professional	-	-	1.00	-	1.00	1.00
Library Services Manager	-	-	1.00	-	1.00	1.00
Administrative Associate V	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate VI	1.00	1.00	1.00	-	1.00	1.00
Computer Support Technician	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalentents (FTE)	6.00	6.00	10.00	-	10.00	10.00

The major variances for the FY 2021 Library Services budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Administration and Operations Manager position reclassified to Chief Innovation Officer.
3. Personnel Services also increased due to the transfer of Library Services Coordinator, Applications Systems Analyst II, Information Professional, Library Services Manager and Computer Support Technician to this division as part of the Library reorganization and the elimination of the Collection Management budget organization.

Decreases to Program Funding:

1. Library Budget & Collection Development Manager transferred to Library Public Services Division.
2. Decreases in travel and training in the amount of \$6,765 is related to the non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.
3. Decrease in the Library security contract in the amount of \$295,279. The County currently utilizes the Sheriff to provide security. This approach transitions to utilizing a private security firm. The Sheriff's Office concurs with this approach.

Leon County Fiscal Year 2021 Tentative Budget

Office of Library Services

Library Services - Library Public Services (001-241-571)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	4,190,855	4,468,698	5,042,226	(493,336)	4,548,890	4,708,570
Operating	149,381	192,933	233,777	200,094	433,871	441,283
Capital Outlay	-	-	538,325	-	538,325	538,325
Total Budgetary Costs	<u>4,340,237</u>	<u>4,661,631</u>	<u>5,814,328</u>	<u>(293,242)</u>	<u>5,521,086</u>	<u>5,688,178</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	4,340,237	4,661,631	5,814,328	(293,242)	5,521,086	5,688,178
Total Revenues	<u>4,340,237</u>	<u>4,661,631</u>	<u>5,814,328</u>	<u>(293,242)</u>	<u>5,521,086</u>	<u>5,688,178</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Literacy Project Coordinator	1.00	1.00	1.00	-	1.00	1.00
Library Special Services Coordinator	3.00	3.00	3.00	-	3.00	3.00
Library Budget & Collection Development Manager	-	-	1.00	-	1.00	1.00
Library Services Coordinator	10.00	10.00	9.00	-	9.00	9.00
Applications Systems Analyst II	1.00	1.00	-	-	-	-
Senior Library Assistant	14.00	14.00	15.00	-	15.00	15.00
Senior Library Assistant	0.50	0.50	-	-	-	-
Library Assistant	1.00	1.00	1.00	-	1.00	1.00
Courier	-	-	1.00	-	1.00	1.00
Information Professional	16.00	16.00	16.00	(3.00)	13.00	13.00
Senior Library Services Specialist	4.00	4.00	4.00	-	4.00	4.00
Library Services Specialist	9.00	9.00	17.00	(2.00)	15.00	15.00
Library Services Manager	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	-	-	1.00	-	1.00	1.00
Computer Support Technician	1.00	1.00	-	-	-	-
Information Professional - PT	2.50	2.50	2.50	(1.50)	1.00	1.00
Library Services Specialist - PT	0.50	0.50	0.50	-	0.50	0.50
Senior Library Assistant - PT	6.70	6.70	7.20	(3.00)	4.20	4.20
Library Assistant - PT	11.50	11.50	11.50	(3.00)	8.50	8.50
Total Full-Time Equivalentents (FTE)	<u>82.70</u>	<u>82.70</u>	<u>91.70</u>	<u>(12.50)</u>	<u>79.20</u>	<u>79.20</u>
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Library Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalentents (FTE)	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>	<u>1.00</u>	<u>1.00</u>

The major variances for the FY 2021 Library Public Services budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increase in personnel services due to the transfer of the Library Budget & Collection Development Manager, Courier, Administrative Associate V, Senior Library Assistant from Collection Management.
3. Increase in operating costs in the amount of \$240,938 are associated with the combination of Library Collection Services with Library Public Services.

Decreases to Program Funding:

1. Decrease in personnel costs in the amount of \$349,642 attributed to the elimination of 12.5 vacant library positions to offset the cost for Radio Frequency Identification (RFID) and Collection Services efficiencies. From these savings, \$146,000 was transferred to the Capital Improvement program for the RFID technology. Additional savings in the amount of \$143,694 is related to the six-month hiring freeze implemented by the County as part of the FY 2021 budget balancing strategy.
2. Decreases in travel and training in the amount of \$3,218 is related to the non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.
3. Decrease in operating costs associated with reduction in vehicle coverage (\$1,136).

Leon County Fiscal Year 2021 Tentative Budget

Office of Library Services

Library Services - Library Collection Services (001-242-571)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	737,878	830,929	-	-	-	-
Operating	154,532	180,395	-	-	-	-
Capital Outlay	618,111	632,505	-	-	-	-
Total Budgetary Costs	1,510,521	1,643,829	-	-	-	-
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,510,521	1,643,829	-	-	-	-
Total Revenues	1,510,521	1,643,829	-	-	-	-
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Senior Library Assistant	1.00	1.00	-	-	-	-
Courier	1.00	1.00	-	-	-	-
Information Professional	1.00	1.00	-	-	-	-
Library Services Specialist	8.00	8.00	-	-	-	-
Library Services Manager	1.00	1.00	-	-	-	-
Administrative Associate V	1.00	1.00	-	-	-	-
Total Full-Time Equivalents (FTE)	13.00	13.00	-	-	-	-

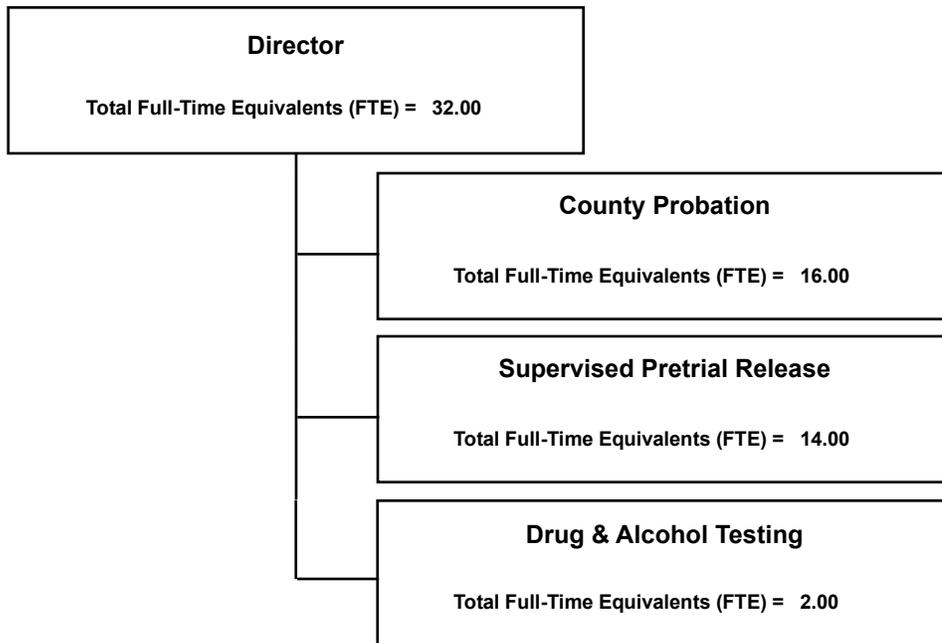
Library Collection Services has been merged with Library Policy, Planning & Operations and Library Public Services

Leon County Fiscal Year 2021 Tentative Budget**Office of Intervention & Detention Alternatives**

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Leon County Fiscal Year 2021 Tentative Budget

Office of Intervention & Detention Alternatives



Leon County Fiscal Year 2021 Tentative Budget

Office of Intervention & Detention Alternatives

Executive Summary

Office of Intervention & Detention Alternatives section of the Leon County FY 2021 Annual Budget is comprised of County Probation, Supervised Pretrial Release (SPTR), Drug and Alcohol Testing, and managing the funding contract in the Juvenile Assessment Center and other related division contracts.

The Office of Intervention & Detention Alternatives (IDA) assists in jail population management and court ordered monitoring activities. Probation supervises and monitors offenders' compliance with court ordered sentencing conditions. Supervised Pretrial Release provides defendant monitoring and enforcement of court-ordered conditions of jail release. Drug & Alcohol Testing administers court-ordered urinalysis and alcohol testing to County Probation offenders and SPTR defendants.

On December 24, 2017, the Board formally adopted the FY2017-FY2021 Strategic Plan. Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Office of Intervention & Detention Alternatives Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

The Office of Intervention & Detention Alternatives provides staff support to the Public Safety Coordinating Council, which focuses on jail population management and recidivism issues. In addition, this Office is responsible for the County functions related to the "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.

Staff continues to participate in educational outreach activities by speaking to university students in the classroom about professional careers in criminal justice as probation and pretrial release officers.

In February 2020, OIDA applied to and was accepted to participate in MIT's USA Lab. Through the Sloan School of Management, MIT offers action learning labs around the world and in the US. This course provides students an opportunity to work in communities nationwide to better understand America's economic, cultural and social challenges. The County's project proposal was to evaluate existing reentry programs and using best practices, identify a service model that addresses the needs of people transitioning from incarceration. In collaboration with county staff and numerous community partners, the students meet with reentry stakeholders to learn more about the unique components of Leon County's reentry environment.

Leon County continues to support re-entry programs such as the Bethel Ready4Work Program and Disc Village's Leveraging Intervention for Transformations (LIFT) Program. In FY 2019-2020, the Board allocated more than \$100,000 to these programs to assist offenders with transitioning from custody back into the community with immediate and basic needs such as food, clothing, and shelter to more long-range services including life skills and vocational training, job placement assistance, behavioral health and/or substance abuse counseling or other primary healthcare services. The objective of these programs is to assist all citizens in attaining a better quality of life and reducing factors which may be impacting criminal activity.

With funds allocated through the Dori Slosberg Fund, a total of 592 students from five public high schools received road driving experience from a certified driver's education instructor. The Florida Department of Motor Vehicles granted operator license waivers to 96% of the student participants. At the January 28, 2020 Board meeting, the Additional Civil Traffic Penalty was increased from \$3 to \$5, providing an estimated \$40,000-\$43,000 in additional revenue for high school driver education programs.

Leon County Fiscal Year 2021 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	<p>Governance</p> <ul style="list-style-type: none"> G4 – Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County’s core practices. <p>Quality of Life</p> <ul style="list-style-type: none"> Q4 – Support and promote access to basic health and welfare services to our community members most in need. 	
Strategic Initiatives October 1, 2017– September 30, 2021	1. Identify and evaluate pretrial alternatives to incarceration for low level and non-violent offenders through regional partnerships and state and national efforts, including data-driven justice initiatives. (Q4)	Ongoing / Complete
	2. Continue to evaluate the effectiveness of our existing County supported re-entry programs, explore other opportunities to further enhance re-entry efforts, and work with the Supervisor of Elections to assist former felons with registering to vote. (Q4)	Ongoing / Complete
Actions	<p>1.</p> <p>A.) Continued participation in Data Driven Justice biweekly telephone conferences. (Q4)</p> <p>B.) OIDA staff participated in the Best Practices Implementation Academy sponsored by the Substance Abuse and Mental Health Services Administration (SAMHSA) to learn about programs throughout the nation focused on reducing the number of individuals with substance abuse and mental health behaviors in the criminal justice system. (Q4)</p> <p>C.) OIDA staff completed training and certification to administer the Ohio Risk Assessment System with emphasis on the Pretrial Assessment Tool to assist in judicial decisions on release from custody and the Community Supervision Tool to develop case management plans and evaluate Veterans Treatment Court participants. (Q4)</p> <p>D.) OIDA staff in partnership with criminal justice and behavioral health stakeholders developed a Strategic Intercept Map (SIM) identifying programs and resources available in the community to assist individuals with mental illness at each step in the criminal justice system from pre-arrest to reentry into the community. (Q4)</p> <p>E.) OIDA was accepted to participate in MIT’s Sloan School of Management USA Action Learning Lab to explore opportunities to further enhance re-entry efforts. (G2)</p> <p>2.</p> <p>A.) Partnered with Career Source Capital Region to refer Veterans Treatment Court participants to the Disabled Veterans Outreach Program for intensive focused case management services for veterans with barriers to employment. (Q4)</p> <p>B.) Working with Supervisor of Elections to assist former felons to register to vote. (Q4)</p> <p>C.) Participate in the monthly Big Bend After Reentry Coalition (BBARC) meetings. (Q4)</p> <p>D.) Continues to receive quarterly reports from the Public Safety Coordinating Council (PSCC) on funding from the discretionary account to better manage inmate population. (Q4)</p>	Pretrial Release, Probation, Drug and Alcohol Testing Division (DATD)

Leon County Fiscal Year 2021 Tentative Budget

Office of Intervention & Detention Alternatives

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	2,137,235	2,261,077	2,342,107	(35,840)	2,306,267	2,426,930
Operating	446,577	649,386	649,656	(178)	649,478	651,056
Capital Outlay	-	3,200	-	-	-	-
Grants-in-Aid	247,759	247,759	247,759	-	247,759	247,759
Total Budgetary Costs	2,831,571	3,161,422	3,239,522	(36,018)	3,203,504	3,325,745
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
County Probation	1,431,452	1,590,954	1,612,466	(36,782)	1,575,684	1,656,409
Supervised Pretrial Release	1,239,555	1,400,119	1,450,521	1,400	1,451,921	1,488,747
Drug & Alcohol Testing	160,564	170,349	176,535	(636)	175,899	180,589
Total Budget	2,831,571	3,161,422	3,239,522	(36,018)	3,203,504	3,325,745
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	247,759	247,759	247,759	-	247,759	247,759
110 Fine and Forfeiture	100,000	100,000	100,000	-	100,000	100,000
111 Probation Services	2,483,812	2,813,663	2,891,763	(36,018)	2,855,745	2,977,986
Total Revenues	2,831,571	3,161,422	3,239,522	(36,018)	3,203,504	3,325,745
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
County Probation	16.00	16.00	16.00	-	16.00	16.00
Drug & Alcohol Testing	2.00	2.00	2.00	-	2.00	2.00
Supervised Pretrial Release	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalentents (FTE)	32.00	32.00	32.00	-	32.00	32.00

Leon County Fiscal Year 2021 Tentative Budget

Office of Intervention & Detention Alternatives

County Probation Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,059,242	1,204,175	1,224,997	(35,840)	1,189,157	1,268,940
Operating	124,451	139,020	139,710	(942)	138,768	139,710
Grants-in-Aid	247,759	247,759	247,759	-	247,759	247,759
Total Budgetary Costs	1,431,452	1,590,954	1,612,466	(36,782)	1,575,684	1,656,409
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
County Probation (111-542-523)	1,083,693	1,243,195	1,264,707	(36,782)	1,227,925	1,308,650
Diversionsary Programs (110-508-569)	100,000	100,000	100,000	-	100,000	100,000
Line Item - Detention/Correction (001-888-523)	247,759	247,759	247,759	-	247,759	247,759
Total Budget	1,431,452	1,590,954	1,612,466	(36,782)	1,575,684	1,656,409
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	247,759	247,759	247,759	-	247,759	247,759
110 Fine and Forfeiture	100,000	100,000	100,000	-	100,000	100,000
111 Probation Services	1,083,693	1,243,195	1,264,707	(36,782)	1,227,925	1,308,650
Total Revenues	1,431,452	1,590,954	1,612,466	(36,782)	1,575,684	1,656,409
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
County Probation	16.00	16.00	16.00	-	16.00	16.00
Total Full-Time Equivalentents (FTE)	16.00	16.00	16.00	-	16.00	16.00

Leon County Fiscal Year 2021 Tentative Budget

Office of Intervention & Detention Alternatives

County Probation - Line Item - Detention/Correction (001-888-523)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Grants-in-Aid	247,759	247,759	247,759	-	247,759	247,759
Total Budgetary Costs	247,759	247,759	247,759	-	247,759	247,759
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	247,759	247,759	247,759	-	247,759	247,759
Total Revenues	247,759	247,759	247,759	-	247,759	247,759

The FY 2021 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 2021 Tentative Budget

Office of Intervention & Detention Alternatives

County Probation - Diversionary Programs (110-508-569)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	100,000	100,000	100,000	-	100,000	100,000
Total Budgetary Costs	100,000	100,000	100,000	-	100,000	100,000
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
110 Fine and Forfeiture	100,000	100,000	100,000	-	100,000	100,000
Total Revenues	100,000	100,000	100,000	-	100,000	100,000

The FY 2021 Diversionary Program budget is recommended at the same funding level as the previous fiscal year. The Public Safety Coordinating Council (PSCC) recommends programs to be funded from the allocation to the Board for approval.

Leon County Fiscal Year 2021 Tentative Budget

Office of Intervention & Detention Alternatives

County Probation (111-542-523)

Goal	The goal of the Leon County Probation Division is to hold defendants accountable, improve their ability to live lawfully and productively in the community, and enhance the overall administration of justice and support community safety and wellbeing.
Core Objectives	<ol style="list-style-type: none"> Supervise and monitor offenders' compliance with court ordered sentencing conditions, such as random drug and alcohol testing, participation in behavior modification programs, meetings with probation officers, not re-offending, and payment of restitution, fees and other court-imposed costs. Offenders may be sentenced to County Probation for misdemeanor, traffic and some felony offenses. Execute affidavits for violation of probation to notify the courts when offenders violate court-ordered conditions. Attend court hearings and make recommendations to judges regarding sanctions to be imposed upon offenders who violate court-ordered conditions. Administer Community Service and County Probation work programs, which provide sentencing alternatives and reduce jail population. Administer random alcohol testing to defendants with court orders to abstain. Notify law enforcement to execute in-office arrests of offenders with outstanding warrants when they are in the Probation Office. Send more than 2,000 letters annually to notify offenders of their probation status to assist them in successfully completing their sentences. Maintain new cases as assigned by the courts with no loss of jurisdiction. Notify the Clerk of Courts when offenders complete their terms of probation, so case records may be closed.
Statutory Responsibilities	Second Circuit Court Administrative Order, 86-60; Florida Statute, Chapter 948; Assist in meeting County responsibilities for prisoners under Florida Statute, Chapter 951 (County and Municipal Prisoners) through probation and supervised pretrial release services, which are lower cost alternatives to incarceration.
Advisory Board	Criminal Justice Coordinating Council; Public Safety Coordinating Council; Domestic Violence Coordinating Council; Mental Health Advisory Board; Florida Association of Community Corrections

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G4, Q4	Annual average workload hours per Probation Officer per month, per case based upon offender risk factors and blended caseload.	1.12	2.33

Benchmark Source: The American Probation and Parole Association (APPA), recommends that officers not exceed an average workload of 120 hours per month or 2.33 hours per case based on a blended caseload of low, medium and high-risk cases. This APPA benchmark includes a number of tasks that Leon County either does not perform (i.e. home visits, drug testing and other administrative functions) or has automated these processes to improve efficiencies in case management. This produces a lower number of hours needed by Leon County Probation staff for caseload management.

Performance Measures

Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
G4, Q4	Average End of Month number of hours per case, per Probation Officer ¹	1.18	1.18	1.12	1.12
G4, Q4	Utilize intervention strategies to minimize technical violations to no more than 20% of the total supervised. ²	23%	25%	34%	19%
Q4	Schedule Work Program participants to defer Division of Operations labor costs by no less than \$100K annually (based upon min. wage only). ³	\$170,430	\$91,262	\$104,751	\$70,258
Q4	Monitor participants to ensure they complete no less than 70% of the court ordered Work Program days assigned. ⁴	76%	73%	74%	73%
Q4	Schedule community service participants to ensure the equivalent of no less than 20 FTE's available to Non-Profit Agencies. ⁵	24	17	21	14

Notes:

- The minimal increase in caseload per hour to Probation/Pretrial Officer over FY 2019 actuals is attributed to a 5% increase in offenders court-ordered probation as a post-sentence alternative to incarceration. OIDA continues to utilize automation to perform case management tasks efficiently and below the APPA benchmark for monthly hours per blended caseload. The hours per case per Probation/Pretrial Officer is anticipated to increase further because of fewer post sentence assignments due to the impacts of COVID-19 on court operations.
- The Division anticipates an overall 44% decrease from FY 2020 estimates due to an overall 21% decrease in the number of technical violations submitted to the courts.
- The Division anticipates a 33% decrease in deferred labor costs from FY 2020 estimates due to a 25% decrease in Work Program (WP) days completed. This can be attributed to fewer offenders being required to perform work program days as a condition of sentencing and administrative changes to the State Attorney's Diversion Program.
- The number of participants successfully completing Work Program (WP) days is estimated to remain consistent with FY 2019 actuals and a nominal (1%) decrease from FY 2020 estimates. The number of WP days completed is expected to decline because of the temporary closure of the program due to COVID-19.
- The number of offenders assigned to perform community service hours is expected to decrease by 23%. This change is attributed to fewer offenders being ordered this as a condition of probation and administrative changes to the State Attorney's Office Diversion Program. The number of community services hours is expected to further decrease because of closures or restrictions to volunteers being on-site at local non-profit agencies due to COVID-19.

Leon County Fiscal Year 2021 Tentative Budget

Office of Intervention & Detention Alternatives

County Probation - County Probation (111-542-523)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,059,242	1,204,175	1,224,997	(35,840)	1,189,157	1,268,940
Operating	24,451	39,020	39,710	(942)	38,768	39,710
Total Budgetary Costs	1,083,693	1,243,195	1,264,707	(36,782)	1,227,925	1,308,650
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
111 Probation Services	1,083,693	1,243,195	1,264,707	(36,782)	1,227,925	1,308,650
Total Revenues	1,083,693	1,243,195	1,264,707	(36,782)	1,227,925	1,308,650
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Director Office of IDA	1.00	1.00	1.00	-	1.00	1.00
Probation/Pretrial Officer I	3.00	3.00	1.00	-	1.00	1.00
Community Services Coordinator	1.00	1.00	1.00	-	1.00	1.00
Probation/Pretrial Officer II	4.00	4.00	6.00	-	6.00	6.00
Senior Probation/Pretrial Officer	2.00	2.00	2.00	-	2.00	2.00
Probation Supervisor	1.00	1.00	1.00	-	1.00	1.00
Intervention & Detention Alternatives Coordinator	1.00	1.00	1.00	-	1.00	1.00
Probation Technician	3.00	3.00	3.00	-	3.00	3.00
Total Full-Time Equivalentents (FTE)	16.00	16.00	16.00	-	16.00	16.00

The major variances for the FY 2021 County Probation budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decreases to Program Funding:

1. Decrease in personnel costs in the amount of \$35,840 is related to the six-month hiring freeze implemented by the County as part of the FY 2021 budget balancing strategy.
 2. Decreases in travel and training in the amount of \$942 is related to the non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget

Office of Intervention & Detention Alternatives

Supervised Pretrial Release Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	957,169	933,368	987,735	-	987,735	1,024,561
Operating	282,385	463,551	462,786	1,400	464,186	464,186
Capital Outlay	-	3,200	-	-	-	-
Total Budgetary Costs	1,239,555	1,400,119	1,450,521	1,400	1,451,921	1,488,747
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Pretrial Release (111-544-523)	1,239,555	1,400,119	1,450,521	1,400	1,451,921	1,488,747
Total Budget	1,239,555	1,400,119	1,450,521	1,400	1,451,921	1,488,747
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
111 Probation Services	1,239,555	1,400,119	1,450,521	1,400	1,451,921	1,488,747
Total Revenues	1,239,555	1,400,119	1,450,521	1,400	1,451,921	1,488,747
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Pretrial Release	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 2021 Tentative Budget

Office of Intervention and Detention Alternatives

Supervised Pretrial Release – Pretrial Release (111-544-523)

Goal	The goal of the Supervised Pretrial Release Division (SPTR) is to hold defendants accountable, improve their ability to live lawfully and productively in the community, and enhance the overall administration of justice and support community safety and well-being.
Core Objectives	<ol style="list-style-type: none"> 1. Screen and interview arrestees booked in the Leon County Detention Facility on a 24/7 basis to assess whether they are eligible for release or must be held for First Appearance. Prepare information for the court's consideration at the arrestees' First Appearance hearings. 2. Supervise and monitor SPTR defendants' compliance with court ordered conditions; meet weekly on average with each defendant assigned to Secured Continuous Random Alcohol Monitoring (SCRAM). Provide oversight of private vendors managing Global Positioning Satellite (GPS); complete weekly phone contacts with defendants residing more than 50 miles outside of Leon County; and meet monthly on average with all other defendants. Defendants charged with misdemeanor, traffic and felony offenses may be ordered to SPTR. 3. Assist private vendor in monitoring defendants' Global Positioning Satellite (GSP) units. Respond to alerts when the system detects possible equipment tampering, zone or curfew violations, or other equipment issues. Instruct the defendant, if warranted, to take corrective action. 4. Contact law enforcement if the defendant cannot be contacted or fails to comply with staff instructions. 5. Monitor defendants' SCRAM units and take appropriate actions when notified that a defendant tests positive for alcohol. 6. Administer random alcohol tests to offenders ordered by the courts to abstain. 7. Notify the law enforcement to execute in-office arrests of defendants with outstanding warrants when they are in the SPTR office. 8. Notify the courts of violations of imposed conditions. 9. Attend First Appearance and motion hearings and make recommendations to judges regarding a defendant's release. Notify Circuit probation when a Violation of Probation Warrant is issued by the First Appearance Judge and notify the jail's releasing staff of defendants ordered to SPTR at First Appearance. 10. Provide the Clerk of Courts with Probable Cause Affidavits, Florida Crime Information Center (FCIC)/ National Crime Information Center (NCIC) criminal histories, Pretrial Intake interviews, misdemeanor violation of probation affidavits, and Order to Show Cause Affidavits for the First Appearance Judge, State Attorney's Office, Public Defender's Office or private attorneys.
Statutory Responsibilities	Florida Constitution, Section 14; Florida Statute, Chapter 907.041(3)(a); Florida Statute, Chapter 907.041(3)(b); Administrative Order 2019-05-Uniform Bond Schedule and Pretrial Release Procedures Second Judicial Circuit, Florida; Florida Statute, Chapter 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.
Advisory Board	Public Safety Coordinating Council; Criminal Justice Coordinating Committee; Justice Information Systems Users Group; Association of Pretrial Professionals of Florida; National Association of Pretrial Service Agencies

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G4, Q4	Annual average workload hours per Pretrial Officer, per case, per month based upon defendant risk factors and blended caseloads.	0.97	2.33

Benchmark Source: The American Probation and Parole Association (APPA), recommends that officers not exceed an average workload of 120 hours per month or 2.33 hours per case based on a blended caseload of low, medium and high-risk cases. This APPA benchmark includes a number of tasks that Leon County either does not perform (i.e. home visits, drug testing and other administrative functions) or has automated these processes to improve efficiencies in case management. This produces a lower number of hours needed by Leon County Pretrial staff for caseload management.

Leon County Fiscal Year 2021 Tentative Budget

Office of Intervention and Detention Alternatives

Supervised Pretrial Release – Pretrial Release (111-544-523)

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
G4, Q4	Average End of Month number of hours per case, per Pretrial Officer ¹	.94	1.03	1.2	.75
G4, Q4	Utilize intervention strategies to minimize technical violations (OTSC) to no more than 10% of the total supervised ²	9%	11%	10%	14%
G4, Q4	Utilize intervention strategies to ensure no fewer than 80% of defendants supervised successfully complete pretrial ³	77%	68%	76%	67%
Q4	Divert jail operating costs by no less than \$10 million by promoting and utilizing supervised pretrial alternatives ⁴	\$14.2	\$19.4	\$18.2	\$25.2

Notes:

1. The Division anticipates an 38% decrease in hours per case per Probation/Pretrial Officer from FY 2020 estimates to FY 2021 estimates due to an 18% increase in the number of program participants as a result of procedural changes to First Appearance in accordance with Administrative Order 2019-06. The hours per case per Probation/Pretrial Officer may be further decreased because of extended periods of supervision resulting in higher caseloads due to impacts of COVID-19 on court operations.
2. The Division anticipates a 40% increase in the number of technical violations due to a 16% increase in high-risk and 21% increase in low-risk offenders being assigned to the program. The division anticipates an increase in FY 2021 of the number of technical violations following modifications to supervision practices to align with CDC recommendations for safety due to COVID-19.
3. The Division anticipates the number of defendants who successfully complete pretrial release due to decline due to an estimated 29% increase in technical violations submitted to the courts which impact program completion.
4. The Division estimates a 34% increase in cost savings based on the increased number of defendants being supervised in the community as an alternative to pretrial detention.

Leon County Fiscal Year 2021 Tentative Budget

Office of Intervention & Detention Alternatives

Supervised Pretrial Release - Pretrial Release (111-544-523)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	957,169	933,368	987,735	-	987,735	1,024,561
Operating	282,385	463,551	462,786	1,400	464,186	464,186
Capital Outlay	-	3,200	-	-	-	-
Total Budgetary Costs	1,239,555	1,400,119	1,450,521	1,400	1,451,921	1,488,747
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
111 Probation Services	1,239,555	1,400,119	1,450,521	1,400	1,451,921	1,488,747
Total Revenues	1,239,555	1,400,119	1,450,521	1,400	1,451,921	1,488,747
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Pre-Trial Supervisor	1.00	1.00	1.00	-	1.00	1.00
Probation/Pretrial Officer I	-	-	1.00	-	1.00	1.00
Probation/Pretrial Officer II	8.00	8.00	7.00	-	7.00	7.00
Senior Probation/Pretrial Officer	1.00	1.00	1.00	-	1.00	1.00
Drug Screening Technician	1.00	1.00	1.00	-	1.00	1.00
Assistant Drug Screening Coordinator	1.00	1.00	1.00	-	1.00	1.00
Pre-Trial Technician	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalentents (FTE)	14.00	14.00	14.00	-	14.00	14.00

The major variances for the FY 2021 Pretrial Release budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. A contractual Services increase in the amount of \$1,400 is required for an on-site shredding contract to dispose of sensitive documents.

Leon County Fiscal Year 2021 Tentative Budget

Office of Intervention & Detention Alternatives

Drug & Alcohol Testing (111-599-523)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	120,824	123,534	129,375	-	129,375	133,429
Operating	39,741	46,815	47,160	(636)	46,524	47,160
Total Budgetary Costs	160,564	170,349	176,535	(636)	175,899	180,589
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
111 Probation Services	160,564	170,349	176,535	(636)	175,899	180,589
Total Revenues	160,564	170,349	176,535	(636)	175,899	180,589
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Drug Screening Technician	1.00	1.00	1.00	-	1.00	1.00
Drug Screening Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalentents (FTE)	2.00	2.00	2.00	-	2.00	2.00

The major variances for the FY 2021 Drug & Alcohol Testing budget are as follows:

Increase to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decrease to Program Funding:

1. Decreases in travel and training in the amount of \$636 is related to the non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget

Office of Intervention and Detention Alternatives

Drug & Alcohol Testing (111-599-523)

Goal	The goal of the Leon County Drug and Alcohol Testing Division is to assist county departments, the judicial system and other agencies in creating a safe and secure environment free from the adverse effects caused by abuse or misuse of alcohol and drugs.
Core Objectives	<ol style="list-style-type: none"> 1. Administer random urinalysis and alcohol breath tests to defendants and offenders with court-ordered conditions to monitor abstinence. 2. 3. Ensure that staff are trained and certified to perform DOT urinalysis collection and alcohol breath tests. 4. Administer urinalysis tests to individuals referred by Leon County Department of Human Resources in accordance with established guidelines. 5. Administer drug and alcohol tests to individuals referred by outside agencies. 6. Submit all pre-employment, reasonable suspicion, and post-accident tests to a certified laboratory for confirmation results within 24 hours of collection. 7. Provide pre-employment, reasonable suspicion, return to duty and post-accident test results to referring agency within 48 hours of receipt. 8. Maintain records for all court-ordered urinalysis and alcohol testing.
Statutory Responsibilities	Florida Statute, Chapter 948; Assist in meeting County responsibilities for prisoners under Florida Statute, Florida Department of Transportation Drug-Free Workplace and Testing Policy, Florida Statute, Chapter 440, Section 440.102, Chapter 112, Section 112.0455. U.S. Department of Transportation and Regulation, Section 49CFR Part 40.33.
Advisory Board	Criminal Justice Coordinating Council; Public Safety Coordinating Council

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Q4	Number of alcohol tests administered annually to court ordered defendants ¹	14,206	11,685	14,271	12,156
Q4	Number of urinalysis tests administered annually to court ordered defendants ²	11,873	12,630	10,842	13,918
G4, Q4	Number of urinalysis collections performed annually for other agencies ³	540	359	348	201
G4, Q4	Number of DOT tests administered annually ⁴	17	16	14	36
Q4	Fees collected for alcohol tests ⁵	\$92,303	\$72,889	\$62,664	\$59,374
Q4	Fees collected for urinalysis tests ⁶	\$145,580	\$150,285	\$147,919	\$122,047

Notes:

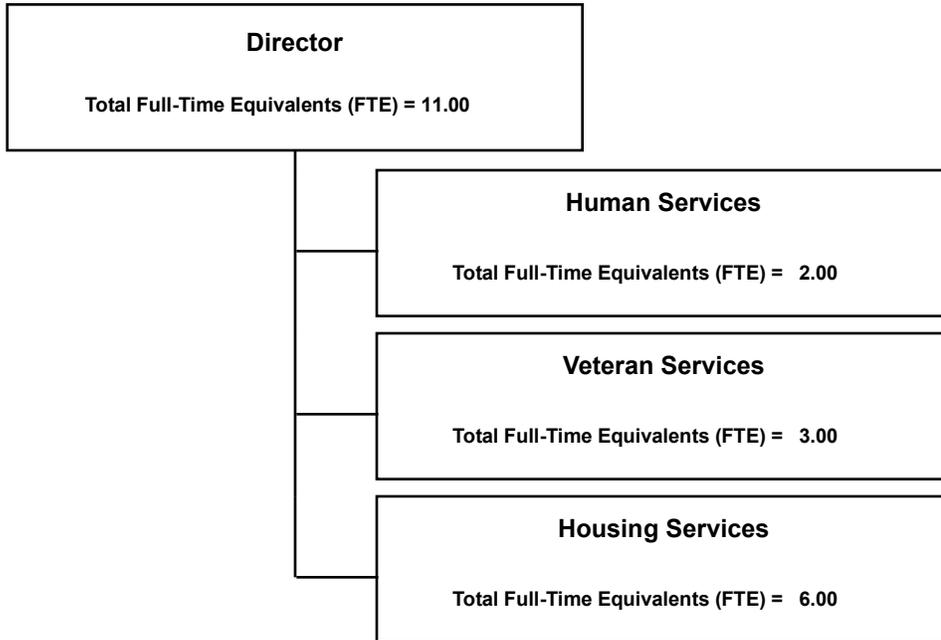
1. The Division anticipates a 15% decrease from FY 2020 estimates due to an 11% decrease in the number of alcohol tests administered to criminal justice involved offenders from surrounding counties being required to test with their supervising agency or these services being provided through private vendors. A further decrease in the number of court-ordered tests is expected because of suspension and reduction in testing services during COVID-19 in compliance with CDC recommendations for public safety.
2. The Division anticipates a 28% increase in the number of urinalysis tests administered to individuals in the Leon County Court system over FY 2020 estimates due to an increase in the number of pre-sentence defendants and/or more frequent testing requirements.
3. The Division anticipates a 42% decrease from FY 2020 estimates in the urinalysis tests administered for other agencies due to a 31% decrease in court related tests for offenders from surrounding jurisdictions and a 59% decrease in pre-employment testing for outside agencies.
4. The Division estimates a 55% increase in FY 2021 due to the addition of urinalysis tests to this measure. Random DOT tests, alcohol and urinalysis, are administered at the discretion of Risk Management.
5. The Division anticipates a 19% decrease in alcohol fee collections in FY 2021 due to a 15% decrease in the number of alcohol tests administered and an increase in court orders allowing fees to accrue during the pendency of the case.
6. While the Division anticipates a 28% increase from FY 2020 estimates in urinalysis tests the testing fee collections is estimated to decrease by 19% due to an increase in court orders allowing fees to accrue during the pendency of the case. A further decrease in revenues is anticipated due to the suspension and reduction in testing services during COVID-19 in compliance with CDC recommendations for public safety.

Leon County Fiscal Year 2021 Tentative Budget**Office of Human Services & Community Partnerships**

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Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships



Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services and Community Partnerships

Executive Summary

The Office of Human Services and Community Partnerships section of the Leon County FY 2021 Annual Budget is comprised of Housing Services, Human Services, Primary Healthcare and Veteran Services.

The Office of Human Services and Community Partnerships promotes and maintains the health, safety, and welfare of all Leon County citizens. The Housing Services Division provides assistance to very low to moderate income residents of the unincorporated areas of Leon County through its rehabilitation, homeownership counseling, foreclosure assistance and down payment assistance programs. Human Services administers the funding associated with human services activities consistent with State mandates, Board policies, and Leon County's mission. The Primary Healthcare Program administers the funding and provides contractual oversight of the healthcare providers serving the uninsured residents of Leon County. Veteran Services assists veterans and their dependents with accessing federal, state, and local benefits earned for their military service.

On January 24, 2017, the Board formally adopted the FY2017-FY2021 Strategic Plan. Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Department of Human Services and Community Partnerships communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS:

Housing Services continues to provide home rehabilitation, home replacement, down payment assistance, home counseling, and disaster mitigation services to the citizens of Leon County. The division continued to administer the Down Payment Assistance Program, funded in conjunction with Escambia Housing Finance Authority and the Tallahassee Lenders Consortium, allowing over 45 first-time homebuyers to purchase a home in Leon County. Over 40 citizens were assisted in addressing critical repairs through the Emergency Short-Term Housing Repair Program. During the COVID-19 pandemic, the division created a program to support the development of new single-family homes using State Housing Initiatives Partnership (SHIP) funds as well as a Mortgage and Rental Assistance program using CARES Act funding received through the Florida Housing Finance Corporation.

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 the funding for Medicaid, Child Protection Exams, Baker Act, Marchman Act, tubercular care, direct emergency assistance, and indigent burial programs. The division is also responsible for overseeing the County's participation in the Community Human Service Partnership (CHSP) program, allocating a combined \$3.4 million in partnership with the City to continue providing funding to more than 50 non-profit human service agencies. Through CHSP, an additional \$145,000 has been allocated in the FY 2021 budget to expand the promise zone, capturing additional areas of poverty. Initiated in FY 2020, the comprehensive human service needs assessment aligned CHSP funding with the highest needs in the community. Through the CARES Act funding, the county will disperse \$7.9 million to the Community Assistance Program, dedicated to addressing food insecurity, childcare assistance, and support for mental health and homelessness services.

The Primary Healthcare Program serves the residents of Leon County through the provision of primary healthcare, dental and mental health services to low income and uninsured Leon County residents in an efficient and cost-effective manner. This is accomplished through the administration of primary healthcare funding. In addition, the Primary Healthcare Program manages the contracts of local healthcare providers (CareNet) participating in the Primary Healthcare Program. The local healthcare providers are: Bond Community Health Center, Neighborhood Medical Center, Capital Medical Society Foundation's We Care Network, FAMU Pharmacy, and Apalachee Center. In FY 2020, this program worked with the County Health Department in identifying an operator for a local Syringe Exchange Program.

Veteran Services is responsible for administering the County Military Grant Program, providing counseling and assistance to Veterans and their dependents, processing benefit claims and also serves as the Veteran Liaison for the local community. In partnership with the City of Tallahassee, provided over 125 StarMetro Bus passes that totaled 6,772 trips for low income and disabled veterans. The division facilitated claim actions that resulted in Leon County veterans receiving more than \$20 million in benefits. Additionally, 2,667 benefit counseling contracts were completed for veterans and their dependents.

Leon County Fiscal Year 2021 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	<p>Quality of Life</p> <ul style="list-style-type: none"> Q4 – Support and promote access to basic health and welfare services to our community members most in need. Q5 – Support strong neighborhoods. Q7 – Assist local veterans and their dependents with securing entitled benefits and advocating their interests. <p>Governance</p> <ul style="list-style-type: none"> G1 – Sustain a culture of transparency, accessibility, civility, and the highest standards of public service. G5 – Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. 						
Strategic Initiatives October 1, 2017– September 30, 2021	1. Work with the City of Tallahassee to develop a new CHSP process in-light of the United Way's decision to conduct a separate funds distribution process. (Q4, G1, G5)					Complete	
	2. Implement the Joint County-City Affordable Housing Work Group's recommendations to develop a holistic plan for the redevelopment of a multi-family affordable housing project and identification of additional transitional housing opportunities through community partnerships. (Q4, Q5)					In Progress	
	3. Work with community partners to expand appreciation of local veterans including recognition of National Pearl Harbor Remembrance Day. (Q7)					Complete/ Ongoing	
	4. Continue County support of primary healthcare through participation in CareNet in order to increase access to affordable healthcare for those in need. (Q4)					Complete/ Ongoing	
	5. Enhance partnership with CareerSource to increase job and economic opportunities for local veterans. (Q7)					In Progress	
	6. Conduct a comprehensive human service needs assessment in order to align CHSP funding with the highest human services needs in the community. (Q4)					In Progress	
Actions	1. Worked with the City of Tallahassee to draft a new Memorandum of Understanding for the allocation of CHSP funds.					Human Services	
	2. Through a competitive process, selected Tallahassee Lender's Consortium to serve as a Community Land Trust in order to create additional affordable housing opportunities.					Housing Services	
	3. Host in partnership with the Honor Flight Tallahassee, the Honor Flight Reunion Dinner recognizing National Pearl Harbor Remembrance Day.					Veteran Services	
	4. Consideration of FY 2021 funding for the CareNet Program.					Primary Healthcare	
	5. Establish procedures with Human Resources to connect Veterans that apply for a County position with Veteran Services to ensure access available to local, state and federal benefits. (Q7)					Veteran Services	
	6. In coordination with the Leon County Health Department, worked to identify an operator for a local Syringe Exchange Program.					Primary Healthcare	
Five-Year Targets and Bold Goals	Bold Goal: <i>Secure more than \$100 million in Veteran Affairs (VA) benefits for Leon County veterans and their families. (BG3)</i>						
		FY 2017	FY 2018	FY 2019	FY 2020 ²	FY 2021	Total
	Veteran Affairs Benefits ¹	\$38,604,146	\$18,492,095	\$20,202,490	\$18,203,232	18,965,805	\$ 114,467,768
	Notes:						
	1. The figure for FY 2020 is an estimate. Actual reporting for this metric will be made available by the VA in time for publication in the FY 2022 Budget.						
	2. Estimates are based on the projected amount of Veterans Compensation & Pension as well as Medical Care Expenditure reported by the VA for Leon County and adjusted for the unique clients served by the Leon County Veterans Office. The final numbers will be provided by the VA in the summer of 2021. Utilizing a much more aggressive outreach effort will be a primary strategy to serve more customers and create a larger impact on the dollars VA spends in Leon County.						

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	844,720	870,853	841,878	3,060	844,938	904,014
Operating	2,525,087	2,586,852	2,555,286	88,031	2,643,317	2,474,683
Capital Outlay	9,902	-	-	-	-	-
Grants-in-Aid	6,929,212	5,795,649	5,849,366	337,848	6,187,214	6,352,250
Total Budgetary Costs	10,308,921	9,253,354	9,246,530	428,939	9,675,469	9,730,947
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Human Services	8,398,865	8,121,160	8,310,467	374,351	8,684,818	8,705,356
Veteran Services	303,679	371,598	308,910	(4,933)	303,977	316,334
Housing Services	1,606,377	760,596	627,153	59,521	686,674	709,257
Total Budget	10,308,921	9,253,354	9,246,530	428,939	9,675,469	9,730,947
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	9,305,675	9,078,354	9,161,530	428,939	9,590,469	9,645,947
124 SHIP Trust	1,003,246	175,000	85,000	-	85,000	85,000
Total Revenues	10,308,921	9,253,354	9,246,530	428,939	9,675,469	9,730,947
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Housing Services	6.00	6.00	6.00	-	6.00	6.00
Human Services	2.00	2.00	2.00	-	2.00	2.00
Veteran Services	3.00	3.00	3.00	-	3.00	3.00
Volunteer Services	2.00	2.00	-	-	-	-
Total Full-Time Equivalentents (FTE)	13.00	13.00	11.00	-	11.00	11.00

Volunteer Services positions have been realigned to County Administration.

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Human Services Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	136,643	145,184	145,524	(30,889)	114,635	149,819
Operating	2,451,117	2,506,227	2,499,477	67,392	2,566,869	2,387,187
Grants-in-Aid	5,811,105	5,469,749	5,665,466	337,848	6,003,314	6,168,350
Total Budgetary Costs	8,398,865	8,121,160	8,310,467	374,351	8,684,818	8,705,356
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Baker Act & Marchman Act (001-370-563)	638,156	638,156	638,156	-	638,156	638,156
CHSP & Emergency Assistance (001-370-569)	1,687,159	1,480,524	1,540,259	151,321	1,691,580	1,723,597
Health Department (001-190-562)	296,681	237,345	237,345	-	237,345	237,345
Medicaid & Indigent Burials (001-370-564)	3,170,246	3,335,672	3,335,672	179,131	3,514,803	3,668,485
Medical Examiner (001-370-527)	786,524	540,441	674,158	43,717	717,875	699,229
Primary Health Care (001-971-562)	1,784,849	1,828,022	1,823,877	182	1,824,059	1,677,544
Tubercular Care & Child Protection Exams (001-370-562)	35,250	61,000	61,000	-	61,000	61,000
Total Budget	8,398,865	8,121,160	8,310,467	374,351	8,684,818	8,705,356
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	8,398,865	8,121,160	8,310,467	374,351	8,684,818	8,705,356
Total Revenues	8,398,865	8,121,160	8,310,467	374,351	8,684,818	8,705,356
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
CHSP & Emergency Assistance	1.00	1.00	1.00	-	1.00	1.00
Primary Health Care	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalentents (FTE)	2.00	2.00	2.00	-	2.00	2.00

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Human Services (001-370-527,562,563,564,569)

Goal	To serve as a safety net to enhance the quality of life for residents by providing resources, access to social services, and short-term financial assistance.
Core Objectives	<ol style="list-style-type: none"> Ensure compliance with the following mandated programs and services through the provision of administrative and fiscal oversight: <ul style="list-style-type: none"> Indigent Burial, which covers the costs of burial for unclaimed bodies and indigent persons within Leon County; Child Protection Exams, which provides funding for alleged victims of abuse or neglect; and Medical Examiner's Office. Reduce homelessness and hunger; and enhance health and safety through the provision of financial support from the Direct Emergency Assistance Program (DEAP). Administer the Community Human Service Partnership Program (CHSP) which is an innovative collaboration between Leon County and the City of Tallahassee which distributes community funds for human services to agencies throughout Leon County.
Statutory Responsibilities	<p>Florida Statute 406.50 mandates that Leon County is responsible for the burial of any dead human body that is unclaimed or indigent.</p> <p>Florida Statute 39.304(5) requires county governments to pay exam costs for children who are alleged to have been abused, abandoned, or neglected.</p> <p>Florida Statute 406.08 requires county governments to pay the Medical Examiner the costs of fees, salaries, and expenses; transportation; and facilities.</p>
Advisory Board	None

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimates	FY 2021 Estimates
Q4	Number of disposition services provided for indigent, unclaimed, or unidentified persons through the Indigent Burial Program. ¹	52	67	139	120
Q4	Number of child protection exams paid. ²	160	141	120	120
Q4	Number of families served by the Direct Emergency Assistance Program (DEAP). ³	5	83	85	200
Q4	Number of CHSP agencies funded. ⁴	50	50	50	54

Notes:

1. Number of FY 2020 services provided through the Indigent Burial Program estimated using the average number of burials/cremations per month in FY 2020 (11.6). The number of cases may rise due to the COVID-19 pandemic.

2. The estimated number of child protection exams paid in FY 2020 is extrapolated by multiplying the number of child protection exams paid in FY 2020-Q1 by four (30 * 4 = 120).

3. The Office of Human Services and Community Partnerships partnered with Capital Area Community Action to implement the distribution of DEAP funds significantly increasing the distribution of these emergency assistance funds. Due to a policy change of the Salvation Army in FY 2018, the County contracted with Capital Area Community Action in May 2018 to administer the DEAP program for the remainder of the year; progress was delayed due to County staff having to conduct trainings on eligibility screening protocol in FY 2018. The number of families served through DEAP in FY 2020 is likely to decrease due to the COVID-19 pandemic. Tallahassee Utilities has suspended utility service shut-offs and the U.S. Senate has approved a bill to disperse \$1,200 to adults earning less than \$75,000 per year. The increased estimate in families served through DEAP in FY 2021 is due to the rental and utility assistance programs of DEAP and VEAP, as approved by the Board at the June 16th meeting.

4. Due to the expansion of the Promise Zone funding of \$145,000, the number of agencies funded through the Community Human Services Partnership is expected to increase in FY 2021.

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Human Services - Health Department (001-190-562)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Grants-in-Aid	296,681	237,345	237,345	-	237,345	237,345
Total Budgetary Costs	296,681	237,345	237,345	-	237,345	237,345
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	296,681	237,345	237,345	-	237,345	237,345
Total Revenues	296,681	237,345	237,345	-	237,345	237,345

The FY 2021 Health Department budget is recommended at the same funding level as the previous fiscal year.

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Human Services - Medical Examiner (001-370-527)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	24,665	106,459	106,459	30,000	136,459	106,459
Grants-in-Aid	761,858	433,982	567,699	13,717	581,416	592,770
Total Budgetary Costs	786,524	540,441	674,158	43,717	717,875	699,229
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	786,524	540,441	674,158	43,717	717,875	699,229
Total Revenues	786,524	540,441	674,158	43,717	717,875	699,229

The major variances for the FY 2021 Medical Examiner budget are as follows:

Increases to Program Funding:

1. Additional \$30,000 in operating costs is related to providing a body-storage rack system at the Leon County Medical Examiner Facility needed for additional capacity.
2. An increase in the Medical Examiner Contract (\$13,717) to cover autopsy and pathology services .

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Human Services - Tubercular Care & Child Protection Exams (001-370-562)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Grants-in-Aid	35,250	61,000	61,000	-	61,000	61,000
Total Budgetary Costs	35,250	61,000	61,000	-	61,000	61,000
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	35,250	61,000	61,000	-	61,000	61,000
Total Revenues	35,250	61,000	61,000	-	61,000	61,000

The FY 2021 Tubercular Care & Child Protection Exams budget is recommended at the same funding level as the previous year.

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Human Services - Baker Act & Marchman Act (001-370-563)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	638,156	638,156	638,156	-	638,156	638,156
Total Budgetary Costs	638,156	638,156	638,156	-	638,156	638,156
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	638,156	638,156	638,156	-	638,156	638,156
Total Revenues	638,156	638,156	638,156	-	638,156	638,156

The FY 2021 Baker Act & Marchman Act budget is recommended at the same funding level as the previous fiscal year.

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Human Services - Medicaid & Indigent Burials (001-370-564)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Grants-in-Aid	3,170,246	3,335,672	3,335,672	179,131	3,514,803	3,668,485
Total Budgetary Costs	3,170,246	3,335,672	3,335,672	179,131	3,514,803	3,668,485
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	3,170,246	3,335,672	3,335,672	179,131	3,514,803	3,668,485
Total Revenues	3,170,246	3,335,672	3,335,672	179,131	3,514,803	3,668,485

The major variances for the FY 2021 Medicaid & Indigent Burials are as follows:

1. The County's portion of State Medicaid increase by \$159,131 as required by State statute.
2. An increase of \$20,000 associated with the increased volume of indigent burial cases.

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Human Services - CHSP & Emergency Assistance (001-370-569)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	59,716	65,524	63,509	(30,889)	32,620	64,637
Operating	80,374	13,250	13,000	37,210	50,210	50,210
Grants-in-Aid	1,547,069	1,401,750	1,463,750	145,000	1,608,750	1,608,750
Total Budgetary Costs	1,687,159	1,480,524	1,540,259	151,321	1,691,580	1,723,597
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,687,159	1,480,524	1,540,259	151,321	1,691,580	1,723,597
Total Revenues	1,687,159	1,480,524	1,540,259	151,321	1,691,580	1,723,597
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Human Services Analyst	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 2021 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 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Operating costs in the amount of \$37,210 associated with the CHSP application Portal maintenance and hosting contract.
3. Grants-in-Aid increase in the amount of \$145,000 associated with expanding the Promise Zone funding, as approved at the March 10, 2020 Board meeting.

Decreases to Program Funding:

1. Decreases in personnel costs in the amount of \$30,889 is related to the six-month hiring freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Primary Healthcare (001-971-562)

Goal	To improve the health of citizens by providing quality and cost-effective health services through collaborative community partnerships.
Core Objectives	<ol style="list-style-type: none"> Collaborate with healthcare partners for the provision of healthcare services for uninsured and financially indigent residents. Partner with healthcare providers and other community agencies to pursue opportunities to leverage county funding and resources to expand access to healthcare. Provide administrative and fiduciary oversight to ensure program and contract compliance. Collaborate with CareNet partners and other community partners to achieve program goals. Ensure compliance with the following mandated programs and services through the provision of administrative and fiscal oversight: <ul style="list-style-type: none"> Medicaid, which covers nursing home and hospital stays for eligible residents; Health Care Responsibility Act, which funds care for indigent Leon County residents treated for emergency health care in another Florida county; Baker Act, which funds Leon County's match for the stabilization, temporary detention, and evaluation services for short-term mental health inpatient programs; Mental Health, Substance Abuse and Alcohol, which funds Leon County's match for the Community Mental Health Act and substance abuse programs related to the Marchman Act; and Tubercular Care, which funds transportation costs for tuberculosis patients for treatment.
Statutory Responsibilities	<p>Florida Statute 154.011 requires that a county offer primary care services through contracts for Medicaid recipients and other qualified low-income persons.</p> <p>Florida Statute 409.915 requires county governments to fund a portion of inpatient hospital stays and nursing home expenses incurred by county resident Medicaid recipients.</p> <p>Florida Statute 154.301-331 (HCRA) requires counties reimburse out-of-county hospitals at the Medicaid per diem rate for emergency care provided to the county's indigent residents.</p> <p>Florida Statute 394.76 requires that state funds expended for mental health, alcohol, and drug abuse be matched on a 75 to 25 state to local basis.</p> <p>Florida Statute 392.68 requires county governments to pay all fees, mileage, and charges to sheriff for the transport of tuberculosis patients.</p>
Advisory Board	None

Performance Measures

Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimates	FY 2021 Estimates
Q4	Number of healthcare visits residents received through the Competitive Provider Reimbursement Pool ¹	9,270	9,832	10,500	10,500
Q4	Value of prescriptions filled by FAMU Pharmacy ²	\$3,432,901	\$9,209,669	\$4,265,772	\$4,500,00
Q4	Value of specialty medical and dental care provided through We Care ³	\$2,931,534	\$3,762,576	\$3,251,520	\$3,251,520
Q4	Number of Residents receiving specialty medical and dental care provided through We Care ³	1,156	996	960	1,000
Q4	Perform three (3) agency contract compliance reviews of patient visits ⁴	3	3	3	3

Notes:

- FY 2020 visits estimated by extrapolating 12 months of visits using current average visits per month in FY 2020 (888.5). The increase in FY 2020-2021 estimated visits is due to the inclusion of visits from funding advanced to the Agency for Healthcare Administration on behalf of the providers for the Low Income Pool (LIP) federal matching funds. Funding advanced for LIP is from the Competitive Provider Pool.
- Fluctuations in the value of prescriptions filled by FAMU Pharmacy are due to the volatility in retail value of prescription medications provided. In FY 2019, FAMU saw significant increase in the cost of medication for the treatment of Hepatitis C, as well as a 67% increase in the number of patients that are treated monthly. FY 2020 and FY 2021 values are estimated by extrapolating 12 months of filled prescriptions using the current average value of prescriptions filled per month in FY 2020 (\$355,481).
- FY 2020 and FY 2021 number of residents receiving WeCare medical/dental care is estimated using the average number of residents per month in FY 2020 (80/month). The value of medical/dental care provided through WeCare is estimated using the average value of medical/dental care per resident in FY 2019 (\$3,387 * 960).
- The Division continues to perform annual contract compliance reviews of Neighborhood Medical Center, Apalachee Center, and Bond Community Health Care.

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Human Services - Primary Health Care (001-971-562)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	76,928	79,660	82,015	-	82,015	85,182
Operating	1,707,922	1,748,362	1,741,862	182	1,742,044	1,592,362
Total Budgetary Costs	1,784,849	1,828,022	1,823,877	182	1,824,059	1,677,544
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,784,849	1,828,022	1,823,877	182	1,824,059	1,677,544
Total Revenues	1,784,849	1,828,022	1,823,877	182	1,824,059	1,677,544
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Healthcare Services Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2021 Primary Health Care budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decrease to Program Funding:

1. Decreases in travel and training in the amount of \$182 is related to the non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Veteran Services (001-390-553)

Goal	The goal of the Leon County Veteran Services Division is to assist Veterans and their dependents in securing all entitled benefits earned through honorable military service and to advocate for Veterans' interests in the community.
Core Objectives	<ol style="list-style-type: none"> 1. Counsel and assist Veterans and their dependents with processing benefit claims entitled to them through the United States Department of Veterans Affairs (VA) and other government agencies. 2. Assist Veterans and their dependents with VA health care, home loan guaranty, VA life insurance, burial benefits, and military medals/records. 3. Maintain 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. 4. Maintain strong relationships with community partners by attending United Vets monthly coordinating meetings. 5. Manage the annual Leon County Military Grant Program. 6. Serve as the Leon County Veteran Liaison for all Veterans issues in the local community. 7. Assist the VET, Inc. organization with the annual Veterans Day Parade. 8. Establish procedures to allocate direct emergency assistance funds to Veterans. 9. Hold an "Operation Thank You" celebration annually for Veterans and service members.
Statutory Responsibilities	F.S. 292.11 County and City Veteran Service Officer. (1) Each board of county commissioners may employ a county Veteran service officer; provide office space, clerical assistance, and the necessary supplies incidental to providing and maintaining a county service office; and pay said expenses and salaries from the moneys hereinafter provided for.
Advisory Board	Member of the County Veteran Service Officers Association of Florida; Board member of Tallahassee-Leon County Transportation Disadvantaged Coordinating Board; Veterans Events of Tallahassee (VET, Inc.) Executive Board; Tallahassee National Cemetery Committee member; Hospice-Veterans Partnership Committee Board member; Veteran Treatment Court Committee member.

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 ² Estimate	FY 2021 Estimate
BG3 ¹	Secure more than \$100 million in Veteran Affairs benefits for Leon County veterans and their families	\$38,604,146	\$18,492,095	\$20,202,490	\$18,203,232	\$18,965,805

Notes:

1. The figure for FY 2020 is an estimate. Actual reporting for this metric will be made available by the VA in time for publication in the FY 2022 Budget.
2. Estimates are based on the projected amount of Veterans Compensation & Pension as well as Medical Care Expenditure reported by the VA for Leon County and adjusted for the unique clients served by the Leon County Veterans Office. The final numbers will be provided by the VA in the summer of 2021. Utilizing a much more aggressive outreach effort will be a primary strategy to serve more customers and create a larger impact on the dollars VA spends in Leon County.

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Veteran Services (001-390-553)

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimates	FY 2021 Estimates
Q7	Number of clients served ¹	6,249	4,807	4,000	5,000
Q7	Number of outreach events attended ²	48	35	25	35
Q7	Number of clients served in the Veterans Resource Center ¹	180	179	75	125
Q7	Dollar amount of Veterans Emergency Assistance Program (VEAP) used ³	\$59,368	\$53,153	\$55,000	\$30,000
Q7	Number of Veterans Emergency Assistance Program (VEAP) provided ⁴	160	121	120	65

Note:

1. Leon County limited in-person visits to County departments in 2020 due to the COVID-19 pandemic.
2. Gatherings of large groups of people were largely canceled and prohibited from February to July due to the COVID-19 pandemic.
3. Veteran Emergency Assistance requests slowed down from February to July due to the COVID-19 pandemic. Tallahassee Utility Services paused service shut-offs during this period. Veterans Services has shifted to providing VA claims support and emergency assistance via email and phone and has provided a list of resources/links on the Leon County Veteran Services webpage. Veterans Services has assisted in processing 591 claims thus far in FY 2020.
4. Rental and utility assistance provided through VEAP will have the ability to access DEAP funding in FY 2021, as approved by the Board during the June 16th meeting to best serve the needs of the community.

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Veteran Services (001-390-553)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	164,204	200,318	204,080	-	204,080	211,504
Operating	13,630	20,380	15,930	(4,933)	10,997	15,930
Grants-in-Aid	125,846	150,900	88,900	-	88,900	88,900
Total Budgetary Costs	303,679	371,598	308,910	(4,933)	303,977	316,334
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	303,679	371,598	308,910	(4,933)	303,977	316,334
Total Revenues	303,679	371,598	308,910	(4,933)	303,977	316,334
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Veterans Services Manager	1.00	1.00	1.00	-	1.00	1.00
Veterans Services Counselor	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	3.00	3.00	3.00	-	3.00	3.00

The major variances for the FY 2021 Veteran Services budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decreases to Program Funding:

1. Decreases in travel and training in the amount of \$4,933 is related to the non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Housing Services Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	543,873	525,351	492,274	33,949	526,223	542,691
Operating	60,340	60,245	39,879	25,572	65,451	71,566
Capital Outlay	9,902	-	-	-	-	-
Grants-in-Aid	992,261	175,000	95,000	-	95,000	95,000
Total Budgetary Costs	1,606,377	760,596	627,153	59,521	686,674	709,257
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Housing Services (001-371-519)	5,970	-	-	-	-	-
Housing Services (001-371-569)	597,160	585,596	542,153	59,521	601,674	624,257
SHIP 2015-2018 (124-932048-554)	(17)	-	-	-	-	-
SHIP 2016-2019 (124-932049-554)	497,304	-	-	-	-	-
SHIP 2017-2020 (124-932052-554)	248,285	-	-	-	-	-
SHIP 2018-2021 (124-932053-554)	250,776	-	-	-	-	-
SHIP 2019-2022 (124-932054-554)	-	175,000	-	-	-	-
SHIP 2020-2023 (124-932056-554)	-	-	85,000	-	85,000	85,000
SHIP Housing Counseling Fund (124-932051-554)	6,899	-	-	-	-	-
Total Budget	1,606,377	760,596	627,153	59,521	686,674	709,257
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	603,130	585,596	542,153	59,521	601,674	624,257
124 SHIP Trust	1,003,246	175,000	85,000	-	85,000	85,000
Total Revenues	1,606,377	760,596	627,153	59,521	686,674	709,257
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Housing Services	6.00	6.00	6.00	-	6.00	6.00
Total Full-Time Equivalentents (FTE)	6.00	6.00	6.00	-	6.00	6.00

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Housing Services (001-371-569)

Goal	To efficiently and responsibly administer programs and develop community partnerships that preserve and grow the inventory of safe and sanitary affordable housing in unincorporated Leon County.
Core Objectives	<ol style="list-style-type: none"> 1. Administer Affordable Housing Programs including but not limited to: Home Rehabilitation; Home Replacement; Down Payment Assistance (DPA); and Emergency Housing Repair (Short-term and Permanent). 2. Plan, promote and execute affordable housing related events aimed at educating the public, such as the Leon County Home Expo. 3. Seek to continually improve methodologies and efficiencies in serving citizens of Leon County. 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 as well as the Housing Leadership Council. 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). 6. Participate in and promote Fair Housing Activities; receive and report fair housing complaints. 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.
Statutory Responsibilities	Leon County Code, Chapter 8 Article V, Sections 8-151 thru 8-156 "Direct Implementation of State Housing Initiative Program (SHIP)"; Local Housing Assistance Plans (LHAP); Florida Statute Chapter 420 "Housing"; Leon County Code, Chapter 2, Section 2-71 "Implementation"; and Florida Statute Chapter 760.20 "Fair Housing Act"
Advisory Board	Affordable Housing Advisory Committee; Community Development Block Grant (CDBG) Citizens Task Force Advisory Committee.

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimates	FY 2021 Estimates
Q5	Number of clients receiving Purchase Assistance via Interlocal Agreement with Escambia County HFA ¹	58	52	30	40
Q5	Number of clients receiving SHIP Purchase Assistance ²	N/A	12	12	7
Q5	Number of housing units receiving Home Rehabilitation ³	20	2	5	5
Q5	Number of housing units receiving Home Replacement ⁴	7	4	5	3
Q5	Total funding received to support the Affordable Housing Program and/or residents affected by COVID-19 ⁵	\$561,285	\$331,773	\$381,734	\$1,100,000
Q5	Number of housing units receiving Emergency Housing Repair Assistance ⁶	31	66	50	25
Q5	Percent of SHIP funding used to assist persons with special needs ⁷	66%	60%	20%	20%

Notes:

1. FY 2019 Actuals and FY 2020 Estimates include purchase assistance in accordance with the Housing Finance Authority of Leon County (HFA) Inter-Local Agreement with the Housing Finance Authority of Escambia County. Market volatility and uncertainty caused by the COVID-19 pandemic will likely result in fewer purchase assistance projects in FY 2020.
2. SHIP funded purchase assistance is provided through the Tallahassee Lenders Consortium. The relationship was formed by contract in FY 2019. Due to limited COVID-19 and no state appropriation for FY 2020, which funds projects in FY 2021 due to differences in the state and county fiscal year, home rehabilitation assistance has been prioritized.
3. The Division expects to use remaining SHIP funding to fund approximately three Housing Rehabilitation projects. See Note 5 for details on funding for affordable housing projects.
4. Home Replacements are considered only when the cost of rehabilitation exceeds 50% of the value of a home or when not structurally sound.
5. FY 2020 Estimates include SHIP & HFA funds. As of 8/1/20, the FY 2021 SHIP allocation has been reduced to zero due to re-appropriations of state funds to meet the needs of the COVID-19 pandemic response. Florida Housing Finance Corporation has allocated \$261,734 to Leon County to support residents affected by COVID-19. Note that that funding received in FY 2020 is expended in FY 2021, funding received in FY 2021 is expended in FY 2022, and so forth. Program Income received from interest and loan repayments is expected at \$70,000, and Housing Finance Authority funding is expected at \$50,000. Estimate of \$1,100,000 in FY 2021 funding received is based on \$50,000 in projected Housing Finance Authority funding, \$50,000 in projected Program Income from interest and loan repayments and an estimated \$1,000,000 SHIP allocation which would be available beginning July 1st, 2022.
6. The Division will continue to support Emergency Housing Repair projects through FY 2020 and FY 2021.
7. This metric is based on SHIP Florida Statute 420.9075 requiring a minimum of 20% of the local housing distribution be used to serve persons with Special Needs.

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Housing Services - Housing Services (001-371-569)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	543,873	525,351	492,274	33,949	526,223	542,691
Operating	34,495	60,245	39,879	25,572	65,451	71,566
Grants-in-Aid	18,792	-	10,000	-	10,000	10,000
Total Budgetary Costs	<u>597,160</u>	<u>585,596</u>	<u>542,153</u>	<u>59,521</u>	<u>601,674</u>	<u>624,257</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	597,160	585,596	542,153	59,521	601,674	624,257
Total Revenues	<u>597,160</u>	<u>585,596</u>	<u>542,153</u>	<u>59,521</u>	<u>601,674</u>	<u>624,257</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Director of HSCP	1.00	1.00	1.00	-	1.00	1.00
Housing Services Manager	1.00	1.00	1.00	-	1.00	1.00
Human Services Specialist	-	-	1.00	-	1.00	1.00
Housing Rehabilitation Specialist	1.00	1.00	1.00	-	1.00	1.00
Housing Services Specialist	1.00	1.00	1.00	-	1.00	1.00
Financial Compliance Manager	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	-	-	-	-
Total Full-Time Equivalents (FTE)	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>-</u>	<u>6.00</u>	<u>6.00</u>

The major variances for the FY 2021 Housing Services budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increase in personnel services in the amount of \$33,949 associated with the reclassification a Administrative Associate V to a Human Services Specialist (\$6,539) as well as increased OPS costs (\$27,410).
3. Increase in operating costs in the amount of \$27,636 associated with increased support for the Housing Leadership Council (\$5,000), Home Expo (\$4,000), Neighborly Software User Fee (\$14,700) and operating supplies (\$3,936).

Decreases to Program Funding:

1. Decreases in travel and training in the amount of \$2,064 is related to the non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Housing Services - SHIP 2018-2021 (124-932053-554)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Grants-in-Aid	250,776	-	-	-	-	-
Total Budgetary Costs	250,776	-	-	-	-	-
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
124 SHIP Trust	250,776	-	-	-	-	-
Total Revenues	250,776	-	-	-	-	-

For accounting purposes, each annual SHIP appropriation is budgeted separately.

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Housing Services - SHIP 2019-2022 (124-932054-554)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Grants-in-Aid	-	175,000	-	-	-	-
Total Budgetary Costs	-	175,000	-	-	-	-
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
124 SHIP Trust	-	175,000	-	-	-	-
Total Revenues	-	175,000	-	-	-	-

For accounting purposes, each annual SHIP appropriation is budgeted separately.

Leon County Fiscal Year 2021 Tentative Budget

Office of Human Services & Community Partnerships

Housing Services - SHIP 2020-2023 (124-932056-554)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Grants-in-Aid	-	-	85,000	-	85,000	85,000
Total Budgetary Costs	-	-	85,000	-	85,000	85,000
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
124 SHIP Trust	-	-	85,000	-	85,000	85,000
Total Revenues	-	-	85,000	-	85,000	85,000

The FY 2021 SHIP allocation has been reduced to zero due to re-appropriations of state funds to meet the needs of the COVID-19 pandemic response.

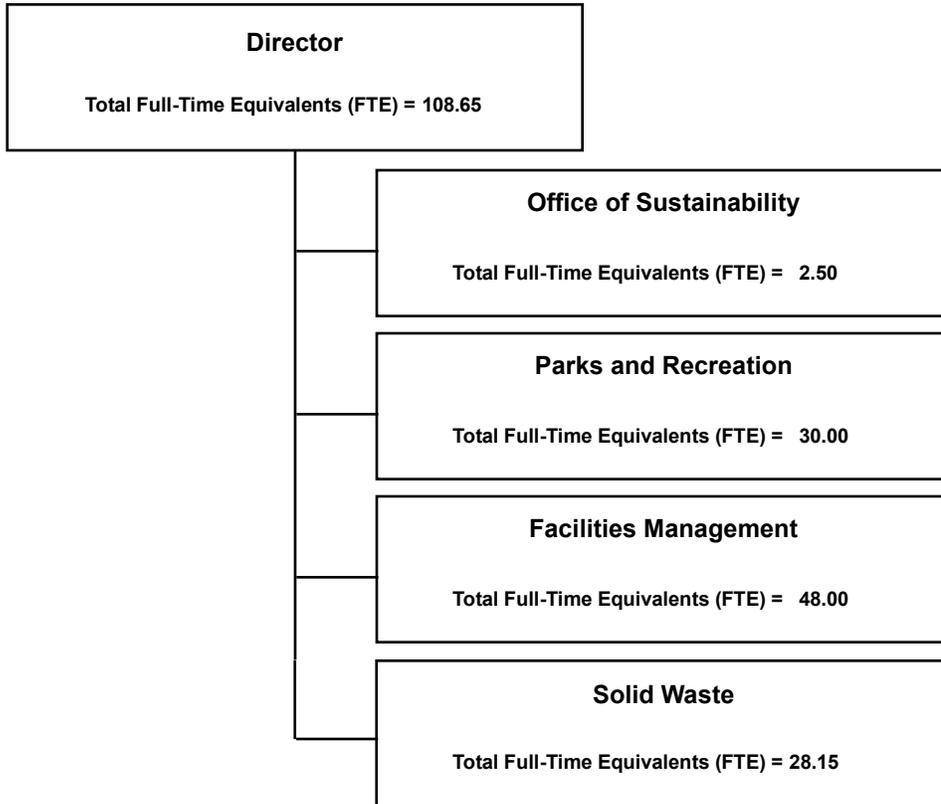
The budget reflects estimated loan repayments associated with SHIP in the amount of \$85,000 from recaptured revenue from prior housing projects that have already been completed.

Leon County Fiscal Year 2021 Tentative Budget**Office of Resource Stewardship**

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Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship



Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Executive Summary

The Office of Resource Stewardship section of the Leon County FY 2021 Annual Budget is comprised of the Office of Sustainability, Parks & Recreation, Solid Waste, Facilities Management and Cooperative Extension.

The Office of Resource Stewardship provides leadership and coordination of services through its Division work areas in order to identify opportunities for synergy and added efficiencies between each work group to effectively promote stewardship of the community's natural, societal, and economic resources. The Office of Sustainability enhances our community's environmental, economic, and social resilience by promoting adoption of sustainability practices within County government and the community at large. Parks and Recreation creates, maintains, and manages infrastructure and programs supporting recreation, parks, and open space. The Solid Waste Division consists of the Solid Waste Management Facility, the Rural Waste Services Centers, the Transfer Station Operations, Hazardous Waste, 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

The Office of Resource Stewardship finalized an agreement to implement an energy savings performance contract project which will result in an investment of nearly \$17 million dollars to upgrade County facilities. This will provide a more reliable and energy efficient operation of County facilities and the energy savings is expected to pay back the project over the life of the upgraded equipment. Facilities technicians upgraded all light controls at the Public Safety Complex to increase safety, reliability, and energy conservation.

Facilities staff received training on deep cleaning Heating, Ventilation, and Air Conditioning (HVAC) systems which provided improved indoor air quality; installed new ADA accessible doors at the Robert Stevens Health Clinic; coordinated remodel of the Public Defenders space in the Courthouse. In addition, Facilities staff members provided all logistical support for the Emergency Operation Center's (EOC) COVID-19 response; which included negotiating with the Airport Authority to identify, procure, and renovate a warehouse at the Tallahassee International Airport, as well as coordinating Federal Aviation Agency clearance for relevant staff. Facilities staff, in coordination with the EOC and the Purchasing Division, received and distributed Personal Protective Equipment and other supplies to local organizations.

The Office of Sustainability continued to work on action items and goals set forth in the Integrated Sustainability Action Plan (ISAP). The overarching goal to reduce greenhouse gas emissions from County operations by 30% by 2030 and features 18 goals and 91 action items including waste reduction, energy and green buildings, and transportation; hosted second Lake Lamonica Clean-Up where more than 50 participants picked up 780 lbs. of trash and learned how to help maintain a healthy, local ecosystem; promoted sustainability programs on social media; and educated citizens on sustainability and conservation topics at the Tallahassee Science Festival and multiple community presentations.

Parks & Recreation staff coordinated renovation of Canopy Oaks Park which includes a new concession stand, pavilion, as well as resurfacing the tennis courts; pickleball striping was added to the courts introducing a new recreational opportunity. In coordination with Facilities Management, Parks staff utilized the COVID-19 closure of facilities to renovate the bathroom facilities at Coe Landing campground; opened Orange-Meridian Park, which established a community gathering space of a previously vacant lot, with amenities such as a water fountain, bike rack, picnic tables, restroom, and a community information kiosk. During COVID-19, Parks staff continued operations and maintenance at Greenways, passive parks, boat landings, providing open, public spaces for physical and mental health needs.

The Solid Waste Management facility processed 14,737 tons of yard debris from Leon County residents. Solid Waste staff hosted remote collection events, which included 3,064 participants delivering 46 tons of hazardous waste and 33 tons of e-scrap for safe disposal; staff returned 48 tons of household products to the community through the Reuse Center and the Smarter Sorting System and provided 4,675 gallons of re-blended latex paint to citizens free of charge through the ReNew Paint program. Leon County's Hazardous Waste Center (HWC) continued to be a one-stop location for hazardous waste and electronics disposal promoting the reuse and recycling of these products. A tipping fee increase of \$2.50 per ton was implemented in FY 2020 to pay for contractual increases.

Leon County Fiscal Year 2021 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, in order to identify opportunities for synergy and added efficiencies between each work group to effectively promote stewardship of the community's natural, societal, and economic resources.

Strategic Priorities

Economy

- Do well-designed public infrastructure which supports business, attracts private investment and has long term economic benefits. (EC1)
- Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, and job creation. (EC2)
- Grow our tourism economy, its diversity, competitiveness and economic impact. (EC4)

Environment

- Conserve and protect environmentally sensitive lands and our natural ecosystems. (EN2)
- Promote orderly growth and sustainable practices. (EN3)
- Reduce our carbon footprint, realize energy efficiencies, & be a catalyst for renewable energy, including solar. (EN4)

Quality of Life

- Maintain and enhance our parks and recreational offerings and green spaces. (Q1)
- Provide essential public safety infrastructure and services. (Q3)
- Support strong neighborhoods. (Q5)
- Promote livability, health and sense of community by enhancing human scale development and creating public spaces for people. (Q6)

Governance

- Sustain a culture of performance, and deliver effective, efficient service that exceed expectations and demonstrate value. (G2)
- Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's core practices. (G4)
- Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (G5)

Strategic Initiatives

October 1, 2017– December 31, 2021

1. Develop strategies to increase recycling and reuse rates (EN4)	Ongoing
2. Convene the Leon County Sustainable Communities Summit on a bi-annual basis. (EN3)	In Progress
3. Add environmental education kiosks, trail markings/mapping at Greenways and Parks. (EN2)	Ongoing
4. Explore new opportunities for solar on County facilities. (EN4)	Ongoing
5. Develop and implement a master plan for the Apalachee Regional Park. (Q1, Q6)	Ongoing
6. Develop a program to establish a signature landscaping feature with regular blooming season. (Q1, Q6)	Ongoing
7. Evaluate additional trail expansion opportunities. (Q1, Q6)	Ongoing
8. Identify opportunities to create dog parks in the unincorporated area. (Q1, Q6)	Complete
9. Exploring opportunities to address fraud/scams targeted towards seniors. (Q4)	Ongoing
10. Successfully launch a commercial and residential Property Assessed Clean Energy (PACE) program and identify opportunities, including the Leon County Spring Home Expo, to train industry professionals on sustainable building practices for participation in the PACE program. (EN4)	Ongoing
11. Work with Sustainable Tallahassee and community partners to evaluate developing a community-wide climate action plan. (EN2, EN3, EN4)	Ongoing
12. To further promote Leon County as a biking community, pursue the International Mountain Biking Association (IMBA) Designation. (EC4)	In Progress
13. Develop an action plan to further reduce the County Government's carbon footprint. (EN4, EN3)	In Progress

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Actions

- | | | |
|----|--|--|
| 1. | <ul style="list-style-type: none"> A.) Evaluated the possibility of conducting an updated waste composition study B.) Reached a recycling rate of 62% in 2018, an 4% decrease over 2017. C.) Evaluated strategies to ensure that all new commercial development includes adequate space for a recycling dumpster on site. D.) Develop outreach and education to touch all unincorporated commercial properties which do not currently have a recycling account. E.) Conduct a recycling bin and dumpster inventory for all County facilities and parks. | Facilities,
Sustainability/
Solid Waste |
| 2. | <ul style="list-style-type: none"> A.) Hosted the 2017 Summit themed "Exploring Our Backyard." B.) Identified the theme and event structure through stakeholder meetings. C.) Hosted the 2019 Summit. | Sustainability |
| 3. | <ul style="list-style-type: none"> A.) Established a standard design and kiosk appearance. B.) Generated site-specific collateral such as maps. C.) Conducted trail assessment for Alford Greenway to determine trail markings, related signage, and mapping. D.) Created trail markings for NE Park. E.) Create formal trail marking and mapping for Fred George Greenway. | Sustainability, Parks
& Recreation,
Facilities |
| 4. | <ul style="list-style-type: none"> A.) Identified best opportunities and top priorities for solar. B.) Consultant to expand on 2009 solar study to include newly identified locations. C.) Board consideration of priorities and funding. D.) Installed a 19kW solar array on the Office of Resource Stewardship. E.) Installation of two solar arrays on the Northeast Branch Library and the Transfer Station. F.) Created a plan for allocation of yearly solar funds approved by the Board at the April 2019 Budget Workshop. G.) Implement zoning changes that allow for solar energy farms in the unincorporated area while preserving the rural character of our community | Sustainability,
Facilities
Management |
| 5. | <ul style="list-style-type: none"> A.) Conducted a study to determine the scope and supply source to extend water main for future facility development. B.) Board approved a bid award for paving a portion of the western most access road. C.) Workshop on the Apalachee Regional Park Master Plan & Associated Landfill Closure. D.) BCC consideration of funding requests for build out of master plan, operational equipment, and operating staff support. E.) Design Team (DRMP, Wood+Partners, and Barnett Fronczak) Scope of Services Executed for Stage 1 infrastructure. F.) ARP Design Charrette with Partners (TDC, FSU, Gulf Winds, COCA, and Design Team) | Facilities,
Sustainability, Solid
Waste |
| 6. | <ul style="list-style-type: none"> A.) Engaged landscape and horticulture experts to identify proposed plant(s) and site(s). B.) Implemented planting - three test varieties planted. | Facilities, Parks &
Recreation |
| 7. | <ul style="list-style-type: none"> A.) Developed a temporary trail system at Northeast Park. B.) Constructed the trail head for Northeast Park. C.) Board approval of bid award for construction of St. Marks Headwaters Greenway trail head and 3 miles trail. D.) Conducted a trail assessment for Alford Greenway to determine trail markings, related signage, and mapping. E.) Design and Permit Phase II of the St. Marks Headwaters Greenway including 4 miles of trail. F.) Host public meetings to refine scope and award bid for St. Marks Headwaters Greenway Phase II. G.) Design and construct approximately two miles of single track trail at Alford Greenway. H.) Work with the City of Tallahassee to develop a branding strategy for the community's trail system. I.) Generate educational material to target area citizens and develop outreach for potential tourists. J.) Board approved the Designation Agreement with FDEP for the Lake Jackson Paddling Trail. K.) Installed the signage for Lake Jackson Blueway. L.) BCC considered funding requests for staff to support the opening of additional greenway acreage. | Facilities, Parks &
Recreation |
| 8. | <ul style="list-style-type: none"> A.) The first site, Bradfordville Community Center opened in October, 2019 B.) The second site, J. Lee Vause Park opened in February, 2020 C.) The third site has been identified as Robinson Road Park C.) Budget discussion item considering funding to construct dog parks. D.) Approval of Phase I of the Apalachee Regional Park Master Plan, which includes a dog park. | Parks & Recreation,
Facilities |

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Actions	9.	A.) Established opportunity for routine shredding of sensitive documents in conjunction with senior programming at community centers. B.) Work with the Senior Outreach Program to include Fraud/Scam speakers at Lunch and Learns.	Facilities, Parks & Recreation, Sustainability
	10.	A.) Board approved joining the FL Resiliency & Energy District (FRED) PACE Program enabling FDFC to operate a PACE program. B.) Formally launched the FDFC PACE Program. C.) Ensured vendor participation in the Spring Home Expo. D.) Ensured vendor participation in the 2019 Sustainable Communities Summit. E.) Facilitated PACE Program presentations for the Tallahassee Builders Association and the Tallahassee Board of Realtors. F.) Wrote a press release and article in the Democrat announcing the expansion of the PACE program to Commercial-PACE.	Facilities, Sustainability
	11.	A.) Evaluated other communities' and regions' community-wide climate action plans. B.) Hosted kick-off meeting of top 10 largest local organizations and community partners to establish a sustainability "Compact." C.) Presented the proposed Community-wide Climate Action Plan. D.) Supported Sustainable Tallahassee in the creation and "stand up" of the Capital Area Sustainability Compact. E.) Formally signed the Capital Area Sustainability Compact. F.) Renovation of the Old Concord School.	Sustainability
	12.	A.) Examined, in detail, the process for achieving the IMBA Designation. B.) Design and construct single track trails to increase the community inventory. C.) Implement a minimum grid bicycle route network	Parks & Recreation, Public Works
	13.	A.) Conducted an updated greenhouse gas inventory for County operations. B.) Solicited input and feedback from Leon County citizens on the County's sustainability program and initiatives. C.) Brought an Integrated Sustainability Action Plan for County operations to the Board for adoption. D.) Conducted kiosk inventory to determine quality of existing kiosks, new needs and priority for installation. E.) Purchased and installed informational kiosks. F.) Identified the criteria needed and path to achieve designation. G.) Constructed the Apalachee Regional Park Access Road. H.) Held workshop on the Apalachee Regional Park Master Plan & Associated Landfill Closure. I.) To further reduce litter and trash in rural areas and the Apalachicola National Forest, launch a targeted public outreach effort encouraging the use of County Rural Waste Service Centers.	Facilities, Solid Waste, Sustainability

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Target 5: Plant 15,000 trees including 1,000 in canopy roads. (T5)

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Total Trees ¹	45	1,204	8,467	300	150	10,166

Target 7: 75% community recycling rate. (T7)

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Recycling Rate ²	55%	66%	62%	65%	60%	60%

Target 8: Construct 30 miles of sidewalks, greenways, and trails. (T8)

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Trail(s) miles ³	1.45	5	0.0028	4	14.25	24.7

Target 12: Open 1,000 new acres of park land to the public. (T12)

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Acres of Park Land ⁴	0	204	13.26	5.75	429.49	652.5

Notes:

- This number only reflects trees planted by Parks and Recreation. The estimate for FY 2020 includes the large Arbor Day Planting at Martha Wellman Park, new trees at Brent Rd. Park, privately-funded memorial tree-plantings, new landscaping as part of the Canopy Oaks Park renovation project, and new trees planted as part of the Apalachee Regional Park cross country infrastructure construction project. The estimate for 2021 includes plantings that will be part of the St. Marks Headwaters Greenway – Buck Lake Road trailhead construction project, and various beautification projects.
- Leon County receives prior year's recycling numbers from DEP (Department of Environmental Protection) in April or May of the following year. As a result, the number for FY 2020 represents how the County performed for FY 2019. Staff estimates a slight decrease for FY 2021 due to an anticipated decrease in construction building debris. Despite the slight decrease Leon County maintains the third highest traditional recycling rate in the state and the 10th highest overall recycling rate.
The figure for FY 2019 includes an additional sidewalk needed to connect the pavilion to the newly installed playground at
- Kate Ireland Park. The estimates for FY 2020 include sidewalk and trails being added as part of the Apalachee Regional Park Master Plan, new single-track trails at the J. R. Alford Greenway, and additional sidewalk constructed during the Canopy Oaks renovation projects. The estimate for 2021 includes new trail construction at St. Marks Headwaters Greenway and Apalachee Regional Park.
The FY 2019 acres are comprised of opening the Bradfordville Community Center Dog Park, the County's first off-leash dog park (13.26 acres). The FY 2020 estimate is comprised of the Orange/Meridian Community Space (5.75 acres). The FY 2021 estimate is comprised of opening Phase II of the St. Marks Headwaters Greenway (426 acres) and Leon County Government's newly acquired parcel at Coe Landing Rd (3.49 acres), which will provide access to Lake Talquin State Forest.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	6,228,007	7,005,095	6,605,545	548,227	7,153,772	7,583,605
Operating	17,097,707	19,551,841	18,014,791	4,358,750	22,373,541	23,124,748
Capital Outlay	57,924	128,965	70,000	10,000	80,000	150,000
Grants-in-Aid	546,683	604,311	617,070	-	617,070	630,212
Total Budgetary Costs	<u>23,930,321</u>	<u>27,290,212</u>	<u>25,307,406</u>	<u>4,916,977</u>	<u>30,224,383</u>	<u>31,488,565</u>
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Office of Sustainability	273,224	322,550	314,636	16,728	331,364	320,294
Cooperative Extension	370,686	429,723	442,331	-	442,331	455,478
Parks and Recreation	2,924,052	3,123,613	3,170,266	62,331	3,232,597	3,373,467
Facilities Management	9,138,666	12,851,997	10,151,491	2,575,735	12,727,226	13,312,781
Solid Waste	11,223,693	10,562,329	11,228,682	2,262,183	13,490,865	14,026,545
Total Budget	<u>23,930,321</u>	<u>27,290,212</u>	<u>25,307,406</u>	<u>4,916,977</u>	<u>30,224,383</u>	<u>31,488,565</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	9,339,641	13,022,593	10,306,334	2,530,962	12,837,296	13,447,070
140 Municipal Service	2,924,052	3,123,613	3,170,266	62,331	3,232,597	3,373,467
165 County Government Annex	372,029	495,142	515,230	42,700	557,930	535,631
166 Huntington Oaks Plaza	70,905	86,535	86,894	18,801	105,695	105,852
401 Solid Waste	11,223,693	10,562,329	11,228,682	2,262,183	13,490,865	14,026,545
Total Revenues	<u>23,930,321</u>	<u>27,290,212</u>	<u>25,307,406</u>	<u>4,916,977</u>	<u>30,224,383</u>	<u>31,488,565</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Facilities Management	40.00	40.00	40.00	8.00	48.00	48.00
Office of Sustainability	2.50	2.50	2.50	-	2.50	2.50
Parks and Recreation	30.00	30.00	30.00	-	30.00	30.00
Solid Waste	27.15	27.15	27.15	1.00	28.15	28.15
Total Full-Time Equivalents (FTE)	<u>99.65</u>	<u>99.65</u>	<u>99.65</u>	<u>9.00</u>	<u>108.65</u>	<u>108.65</u>
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Office of Sustainability	1.00	1.00	1.00	-	1.00	1.00
Solid Waste	2.00	2.00	2.00	(1.00)	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>(1.00)</u>	<u>2.00</u>	<u>2.00</u>

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Office of Sustainability Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	166,573	192,177	184,427	-	184,427	190,081
Operating	106,650	130,373	130,209	16,728	146,937	130,213
Total Budgetary Costs	273,224	322,550	314,636	16,728	331,364	320,294
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Office of Sustainability (001-127-513)	273,224	322,550	314,636	16,728	331,364	320,294
Total Budget	273,224	322,550	314,636	16,728	331,364	320,294
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	273,224	322,550	314,636	16,728	331,364	320,294
Total Revenues	273,224	322,550	314,636	16,728	331,364	320,294
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Office of Sustainability	2.50	2.50	2.50	-	2.50	2.50
Total Full-Time Equivalents (FTE)	2.50	2.50	2.50	-	2.50	2.50
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Office of Sustainability	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Office of Sustainability/Recycling Education (001-127-513)

Goal	The mission of the Leon County Office of Sustainability/Recycling Education is to promote adoption of practices that improve our quality of life, protect our natural environment, and strengthen our economy including providing recycling education to residents both within County government and the community at large.
Core Objectives	<ol style="list-style-type: none"> 1. Spearhead and assist County divisions and departments in efforts to save energy and water, reduce waste, and increase recycling within County buildings and operations. 2. Research and analyze trends, emerging technologies, and best practices. 3. Oversee the documentation, measurement, and evaluation of program performance data. 4. Establish policies and programs necessary to achieve resource reduction and savings in County operations and to carry out programs that serve the wider community. 5. Providing communications about County sustainability initiatives, hosting sustainability programs, and working with community partners to carry out community-based sustainability projects. 6. Participate in special events related to sustainability, recycling, and community wellbeing. 7. Organize and provide education services to County facilities, schools, and other organizations. 8. Provide sustainability, recycling and public education consulting services.
Statutory Responsibilities	The Florida Solid Waste Management Act of 1988 established that each county has the power to provide for the operation of solid waste facilities to meet the needs of all incorporated and unincorporated areas of their respective county. Florida Administrative Code, Chapter 62 701 "Operating Restrictions and Practices for Solid Waste Facilities" and The Energy, Climate Change, and Economic Security Act of 2008 (House Bill 7135) established a new statewide recycling goal of 75% to be achieved by the year 2020.
Advisory Board	Capital Area Sustainability Compact; Extension Overall Advisory Committee; Extension Advisory for Agriculture/Horticulture; Southeast Sustainability Directors Network Steering Committee

Benchmarking

Priorities	Benchmark Data	Leon County	Statewide Goal
G1	% of waste tonnage recycled	57%	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

2. The recycling rate reduction is attributed to an increase in disposed construction and demolition debris, which are the heaviest materials included in the recycling report and of which Leon County has no control.

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Estimate
T7	Strategic Target: 75% community recycling rate¹	55%	66%	62%	65%	60%

1. Leon County receives prior year's recycling numbers from DEP (Department of Environmental Protection) in April or May of the following year. As a result, the number for FY 2020 represents how the County performed for FY 2019. Staff estimates a slight decrease for FY 2021 due to an anticipated decrease in construction building debris. Despite the slight decrease Leon County maintains the third highest traditional recycling rate in the state and the 10th highest overall recycling rate.

Performance Measures

Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
EN4	Estimated energy savings from conservation projects ¹ .	\$1,357,211	\$1,519,771	\$1,600,000	\$1,800,000
EN4	County Schools Recycling tonnage ² .	74	66	60	65
EN4	County Curbside Recycling tonnage.	6,665	7,330	6,300	6,500
EN3	Number of participating community-wide recycling & sustainability related events.	9	11	7	8
EN3, Q1	Number of waste reduction/sustainability/recycling community education presentations/tours.	38	27	30	30
EN3, Q1	Number of citizens participating in sustainability & recycling educational presentations. ³	3,300	5,400	2,000	3,900
EN4	Number of educational publications written.	2	1	7	8

Notes:

1. The 13% increase is due to a new energy savings contract that will be executed in FY 2020 and provide additional energy savings by FY 2021, as well as an overall increase in utility costs.
2. A decrease in the estimate to "County Schools Recycling Tonnage" is due to the ongoing decline in recycling markets, as well as school closures due to COVID-19.
3. In FY 2019, staff hosted the Sustainability Summit, held every other year, and presented at the Tallahassee Science Festival, leading to a significant increase in attendance. Due to COVID-19, all sustainability and recycling educational presentations have been cancelled, resulting in an estimated 63% decrease over FY 2019. The Sustainability Summit is scheduled to be held in FY 2021.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Office of Sustainability - Office of Sustainability (001-127-513)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	166,573	192,177	184,427	-	184,427	190,081
Operating	106,650	130,373	130,209	16,728	146,937	130,213
Total Budgetary Costs	273,224	322,550	314,636	16,728	331,364	320,294
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	273,224	322,550	314,636	16,728	331,364	320,294
Total Revenues	273,224	322,550	314,636	16,728	331,364	320,294
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Recycle & Sustainability Manager	1.00	1.00	1.00	-	1.00	1.00
Public Information Specialist	-	-	0.50	-	0.50	0.50
Sustainability Programs Coordinator	1.00	1.00	1.00	-	1.00	1.00
Digital Communication Engagement Specialist	0.50	0.50	-	-	-	-
Total Full-Time Equivalents (FTE)	2.50	2.50	2.50	-	2.50	2.50
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Sustainability Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2021 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 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increase in the amount of \$20,000 due to the County only hosting the Sustainable Communities Summit every other year (the last was hosted in FY 2019).

Decreases to Program Funding:

1. Decreases in personnel costs is related to a change in employee healthcare selection.
2. Decreases in travel and training in the amount of \$3,272 is related to the non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Cooperative Extension (001-361-537)

Goal	The goal of the Cooperative Extension Division is to provide researched based educational programs and information on horticulture, agriculture, natural resources, family & consumer sciences, and 4-H youth development empowering citizens of Leon County to make decisions and behavior changes that contribute to an improved quality of life and a more sustainable community.
Core Objectives	<p>Horticulture, Agriculture, and Natural Resources:</p> <ol style="list-style-type: none"> 1. Increase citizen awareness of sustainable food systems and the environment. Teach citizens about energy, water and natural resource conservation. Help citizens to adopt sustainable lifestyles and best management practices. Provide demonstrations in schools and community gardens. 2. Enhance stewardship of water quality, quantity and supply by teaching target audiences how to implement agriculture, and Green Industries best management practices, Florida-Friendly Landscaping principles, and low impact development standards. These programs help keep Leon County's Stormwater Division in compliance with the National Pollutant Discharge Elimination System (NPDES) permit requirements. 3. Increase the sustainability, profitability, and competitiveness of agricultural and horticultural enterprises. Maintain and enhance production systems by improving knowledge and adoption of production efficiencies and effectiveness, new technologies, integrated pest management, food safety and environmental stewardship. Provide continuing education units and certification classes for pesticide applicators, landscape professionals, and other professionals ensuring compliance with state laws and supporting local jobs and workforce. 4. Use volunteers to extend community education and outreach. Train and manage Master Gardener and Sustainable Floridian volunteers to help other citizens adopt sustainable lifestyles and best management practices. <p>Family and Consumer Sciences:</p> <ol style="list-style-type: none"> 1. Empower individuals and families to build healthy lives and achieve social and economic success by providing educational programs in the areas of nutrition and health, financial management, human development, and parent education. 2. Improve the quality of nutrition for limited-resource families through administration of the USDA Family Nutrition Program (FNP). Two full-time FNP paraprofessionals teach comprehensive interactive classes helping families improve diet quality, physical activity, food resource management, food safety practices and food security. 3. Teach consumers, families and food handlers to improve food choices and safe food handling practices. Provide wellness education programs addressing nutrition and healthy lifestyle behaviors to reduce the risk of obesity-related chronic diseases. 4. Improve financial stability. Teach individuals and families skills they need to reduce debt, create spending plans, and save for the future. <p>4-H and Other Youth Programs:</p> <ol style="list-style-type: none"> 1. Through a variety of delivery methods (clubs, camps, field days, workshops) 4-H uses a learn-by-doing approach to help youth gain knowledge and skills to be productive citizens. 2. Recruit, screen, and train teen and adult volunteers to be successful club leaders, teach subject matter and life skills, judge events and serve in an advisory capacity, all while providing safe environments for youth. 3. Provide opportunities for youth to develop science, technology, engineering and math (STEM) literacy through clubs, camps and special interest programs. 4. Plan, implement, and evaluate 4-H/Tropicana public speaking contest for Leon County 4th, 5th and 6th grade students.

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Statutory Responsibilities	Florida Statute, Chapter 1004 Public Postsecondary Education; 1004.37 "County or area extension programs; cooperation between counties and University of Florida and Florida Agricultural and Mechanical University"; Federal legislation – Smith-Lever Act and Morrill Act - N/A
Advisory Board	Overall Extension Advisory Committee and Program Advisory Committees - N/A

In November 2015, Leon County and the University of Florida enacted a new Memorandum of Understanding (MOU) that changed the nature of the partnership between the two organizations in regard to Leon County UF/IFAS Cooperative Extension. The MOU set forth a new structure in the relationship where in the University of Florida serves as a contractor for Leon County. Under the agreement, Leon County is invoiced quarterly for a predetermined portion of personnel and operating expenses. The MOU requires the University to provide reports on a quarterly basis to the County regarding the progress of the Extension programs and services.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Cooperative Extension (001-361-537)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	3,003	4,412	4,261	-	4,261	4,266
Grants-in-Aid	367,683	425,311	438,070	-	438,070	451,212
Total Budgetary Costs	370,686	429,723	442,331	-	442,331	455,478
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	370,686	429,723	442,331	-	442,331	455,478
Total Revenues	370,686	429,723	442,331	-	442,331	455,478

Leon County revised its agreement with the University of Florida (UF) in November 2015 for providing educational Extension Program. The agreement revised the partnership whereby all Cooperative Extension staff are now University of Florida employees, with the County maintaining the same level of financial support for personnel and operating costs, but on a reimbursement basis. As specified in the contract, the University of Florida Institute of Food and Agricultural Sciences (UF IFAS) provides 70% of the salary and all benefits for each Extension Agent and the Director. The County pays the remaining 30% salary of the salary. The County provides 100% of the funding for four support staff and 5% for one UF support staff.

The major variances for the FY 2021 Cooperative Extension budget are as follows:

Increases in Program Funding are as follows:

1. Increase in the amount of \$12,759 for Grants-in-Aid related to an annual 3% increase in the program agreement.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Parks and Recreational Services (140-436-572)

Goal	The goal of the division of Parks & Recreation Services is to provide for the safety, comfort, and convenience of the public by creating, maintaining, and managing infrastructure and programs supporting recreation, parks and open space. This is accomplished through cost effective, environmentally sensitive and aesthetically pleasing products and efficient services.
Core Objectives	<ol style="list-style-type: none"> 1. Responsible for the development, preservation and management of functional, safe and aesthetically pleasing parks and recreation facilities across Leon County for its citizens and visitors. 2. Responsible for the maintenance of all county park facilities, including: ball fields, boat landings, nature trails, greenways, and open spaces. 3. Provides passive recreation activities through access to fishing, camping, picnicking, and nature trails. 4. Develops and maintains active recreation facilities, including: ball fields, tennis courts, and basketball courts. 5. Facilitates the organization, promotion, and implementation of recreation programs and activities through community-based recreation providers. 6. Pursues outside funding for facilities and services through grants, partnerships, and other programs to complement existing budgets. 7. Operates six multi-purpose community centers. 8. Prepares facilities and fields for state and local tournaments.
Statutory Responsibilities	Leon County Code of Laws, Chapter 13 "Parks and Recreation", Leon County Code of Laws 92 – 12, Leon County Comprehensive Plan, Section V "Parks and Recreation"
Advisory Board	None

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
Q1	Total Park Acres per 1,000 Population	13.12	10.9
Q1,G4,G5	Total Park Acres Maintained per FTE	129.63	13.2
Q1,G5	Total Operating Expenditures per Capita	\$10.53	\$51.91

Benchmark Sources: National Recreation and Park Association (NRPA) 2020 Agency Performance Review, a Park and Recreation Agency Performance Benchmarks. Benchmarks reflect the median of the data set for like-sized jurisdictions.

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Estimate
T5	Strategic Target: Plant 15,000 trees between FY 2017- 2021. ¹	45	1,204	8,467	300	150
T8	Strategic Target: Construct 30 miles of sidewalks, greenways, and trails. ²	1.45	5	0.0028	4	14.25
T12	Strategic Target: Open 1,000 new acres of park land to the public. ³	0	204	13.26	5.75	429.49

Notes:

1. This number only reflects trees planted by Parks and Recreation. The estimate for FY 2020 includes the large Arbor Day Planting at Martha Wellman Park, new trees at Brent Rd. Park, privately-funded memorial tree-plantings, new landscaping as part of the Canopy Oaks Park renovation project, and new trees planted as part of the Apalachee Regional Park cross country infrastructure construction project. The estimate for 2021 includes plantings that will be part of the St. Marks Headwaters Greenway – Buck Lake Rd trailhead construction project, and various beautification projects.
2. The figure for FY 2019 includes an additional sidewalk needed to connect the pavilion to the newly installed playground at Kate Ireland Park. The estimates for FY 2020 include sidewalk and trails being added as part of the Apalachee Regional Park Master Plan, new single-track trails at the J. R. Alford Greenway, and additional sidewalk constructed during the Canopy Oaks renovation projects. The estimate for 2021 includes new trail construction at St. Marks Headwaters Greenway and Apalachee Regional Park.
3. The FY 2019 acres are comprised of opening the Bradfordville Community Center Dog Park, the County's first off-leash dog park (13.26 acres). The FY 2020 estimate is comprised of the Orange/Meridian Community Space (5.75 acres). The FY 2021 estimate is comprised of opening Phase II of the St. Marks Headwaters Greenway (426 acres) and Leon County Government's newly acquired parcel at Coe Landing Rd (3.49 acres), which will provide access to Lake Talquin State Forest. Both the St. Marks Headwaters Greenway and the Coe Landing Rd parcel construction projects have been delayed from earlier estimated completion dates.

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Office of Resource Stewardship

Parks and Recreational Services (140-436-572)

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Q1	Number of acres of invasive exotic plants removed from greenways/open spaces ¹ .	1,253	2,262	2,400	2,400
Q1,EN2,EC4	Number of greenway acres maintained ² .	2,852	2,852	2,852	2,852
Q1	Number of youths participating in sport activities ³ .	2,599	1,665	2,100	2,000
EC4	Host three economically significant events at the Apalachee Regional Park annually ⁴ .	5	7	4	7

Notes:

1. The increase in FY 2019 is due to the additional treatments that were conducted at St. Marks Headwaters Greenway (587 acres) and several passive park facilities (Okeeheepkee Prairie Park, Pedrick Pond Park, Coe Landing and Crowder Landing) totaling 58 acres. The Passive park program has maintained its treatment of invasive plants by leveraging resources with the Office of Sustainability. Barring extreme weather conditions, staff will conduct several prescribed burns in FY 2021.
2. This number reflects parcels that are solely considered Greenway and not a mix of Greenways and passive parklands. No new acquisitions are anticipated for FY 2021.
3. The estimate reflects participation levels in football, cheer, and baseball. These numbers are subject to change due to COVID-19 and active recreation may not occur.
4. The reduction in events held in FY 2020 is due to previously planned construction activities. Based on information from the Tourist Development Division, seven significant events are scheduled for FY 2021.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Parks and Recreation Services (140-436-572)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,519,383	1,742,192	1,762,955	(72,193)	1,690,762	1,927,597
Operating	1,194,021	1,166,221	1,168,311	134,524	1,302,835	1,206,870
Capital Outlay	31,648	36,200	60,000	-	60,000	60,000
Grants-in-Aid	179,000	179,000	179,000	-	179,000	179,000
Total Budgetary Costs	<u>2,924,052</u>	<u>3,123,613</u>	<u>3,170,266</u>	<u>62,331</u>	<u>3,232,597</u>	<u>3,373,467</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
140 Municipal Service	2,924,052	3,123,613	3,170,266	62,331	3,232,597	3,373,467
Total Revenues	<u>2,924,052</u>	<u>3,123,613</u>	<u>3,170,266</u>	<u>62,331</u>	<u>3,232,597</u>	<u>3,373,467</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Parks & Recreation Director	1.00	1.00	1.00	-	1.00	1.00
Parks & Community Centers Superintendent	1.00	1.00	1.00	-	1.00	1.00
Greenways & Environmental Lands Supervisor	1.00	1.00	1.00	-	1.00	1.00
Parks Superintendent	1.00	1.00	1.00	-	1.00	1.00
Crew Chief II	2.00	2.00	2.00	-	2.00	2.00
In-Mate Supervisor	2.00	2.00	2.00	-	2.00	2.00
Park Attendant	17.00	16.00	15.00	-	15.00	15.00
Community Center Attendant	2.00	1.00	1.00	-	1.00	1.00
Community Center Attendant P/T	-	1.00	1.00	-	1.00	1.00
Park Attendant II	-	-	1.00	-	1.00	1.00
Crew Chief I	1.00	1.00	1.00	-	1.00	1.00
Heavy Equipment Operator	-	1.00	1.00	-	1.00	1.00
Park Facilities Technician	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalentents (FTE)	<u>30.00</u>	<u>30.00</u>	<u>30.00</u>	<u>-</u>	<u>30.00</u>	<u>30.00</u>

The major variances for the FY 2021 Parks and Recreation Budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual services in the amount of \$77,600 reflecting respective increases for turf management (\$7,600), staff uniforms (\$10,000), mowing contract (\$50,000) and Port-a-let contract (\$10,000).
3. Repairs and Maintenance increase in the amount of \$63,500 related to the acquisition of two parks, Killlearn Acres and Man O War as authorized by the Board at the July 15 Budget Workshop.

Decreases to Program Funding:

1. Decreases in personnel costs in the amount of \$72,193 is related to the six-month hiring freeze implemented by the County as part of the FY 2021 budget balancing strategy.
2. Decreases in travel and training in the amount of \$6,576 is related to the non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Facilities Management Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	2,701,229	3,361,322	2,868,628	583,211	3,451,839	3,579,924
Operating	6,411,160	9,397,910	7,272,863	1,982,524	9,255,387	9,642,857
Capital Outlay	26,276	92,765	10,000	10,000	20,000	90,000
Total Budgetary Costs	9,138,666	12,851,997	10,151,491	2,575,735	12,727,226	13,312,781
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
County Government Annex (165-154-519)	372,029	495,142	515,230	42,700	557,930	535,631
Facilities - Detention Center (001-152-519)	-	2,695,308	-	2,443,688	2,443,688	2,519,126
Facilities Management (001-150-519)	7,189,567	7,968,521	8,030,717	(78,239)	7,952,478	8,378,923
Huntington Oaks Plaza Operating (166-155-519)	70,905	86,535	86,894	18,801	105,695	105,852
Public Safety Complex Facilities (001-410-529)	1,506,165	1,606,491	1,518,650	148,785	1,667,435	1,773,249
Total Budget	9,138,666	12,851,997	10,151,491	2,575,735	12,727,226	13,312,781
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	8,695,731	12,270,320	9,549,367	2,514,234	12,063,601	12,671,298
165 County Government Annex	372,029	495,142	515,230	42,700	557,930	535,631
166 Huntington Oaks Plaza	70,905	86,535	86,894	18,801	105,695	105,852
Total Revenues	9,138,666	12,851,997	10,151,491	2,575,735	12,727,226	13,312,781
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Facilities Management	36.00	36.00	36.00	-	36.00	36.00
Facilities - Detention Center	-	-	-	8.00	8.00	8.00
Public Safety Complex Facilities	3.00	3.00	3.00	-	3.00	3.00
County Government Annex	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalentents (FTE)	40.00	40.00	40.00	8.00	48.00	48.00

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Facilities Management – Facilities Management (001-150-519)

Goal	The goal of the Division of Facilities Management is to serve the citizens of Leon County and occupants of County facilities through the provision of professional maintenance, minor construction, operating services; in order to provide clean, safe and fully functional County facilities.
Objectives	<ol style="list-style-type: none"> 1. Provide and maintain facilities for the Leon County Government, Constitutional Offices and the Health Department. 2. Provide minor construction support services for all County buildings. 3. Coordinate facility accessibility and indoor air quality surveys and respond appropriately. 4. Maintain County buildings' structural, mechanical, plumbing, electrical, roofing, emergency generators, heating/air conditioning and other building systems. 5. Install and repair or replace fixtures and finishes such as doors, windows, cabinetry and flooring. 6. Manage parking in the Courthouse, Courthouse Annex, Gadsden Street lot and Main Library; maintain parking access gates, readers, striping and signage; and user support. 7. Administer contracts for key access and equipment such as grounds keeping, custodial, and elevators. 8. Manage security access control systems. 9. Remodel interior office space, such as wall and modular system removals and installations, cabinetry and shelving construction, installation of plumbing fixtures and ductwork. 10. Research energy conservation and sustainable building opportunities and take appropriate action. 11. Lower the flags, hang plaques and pictures, put up and take down decorations, transfer surplus property to the warehouse, and surplus auctions. 12. Provide internal mail services for all Leon County Departments. 13. Manage the central records warehouse. 14. Design and construct various items for special projects. 15. Provide assistance in moves within departments.
Statutory Responsibilities	Constitution of the State of Florida, Article V, Section 14 (facilities for the trial courts, Public Defender, State Attorney and Court functions of the Clerk); Florida Statute, Section 125.35; Florida Statute, Chapter 255, "Public Property and Publicly Owned Buildings"
Advisory Board	Courthouse Security Committee, Safety Committee, Renaissance Property Committee, and Public Safety Management Committee.

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G5	Repair and Maintenance cost per Square Foot – In-house	\$2.59 sq. ft.	\$2.68 sq. ft.
G5	Repair and Maintenance cost per Square Foot – Contracted	0.98 sq. ft.	1.90 sq. ft.
G2, G5	% Internal Customers rating Facilities Management responding promptly to needs	95%	95% mean 97% median

Benchmark Sources: International Facilities Management Association (IFMA) 2017 (Building Interior/External) – new benchmark data is published every five years; Contracted-(Roads & Grounds/Central System/Other Cost) Ratios are based on (RSF) rentable square ft.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Facilities Management – Facilities Management (001-150-519)

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Q3, EC2	Dollar (\$) volume of capital projects managed in millions ¹ .	\$2.7	\$3.1	\$4.0	\$3.7
Q3, Q6	Number of work orders opened ² .	12,848	13,068	14,500	19,300
Q3	Percent of work orders opened for preventative maintenance ³ .	69%	70%	73%	75%
Q3, Q6	Number of work orders opened for set-ups/take-down and special events/projects ⁴ .	83	74	85	90
G2, G4	Percent of field workforce converted to mobile technology interface ⁵ .	98%	98%	100%	100%
Q3, EC2	Total square footage of County facilities maintained ⁶ .	1,594,604	1,587,470	1,580,567	2,044,678

Notes:

1. The decrease in FY 2021 capital projects managed is due to the FY 2021 budget balancing strategy.
2. The FY 2021 increase in work orders is due to the responsibility for maintaining the Sheriff/Detention Complex from the Sheriff's Office to Facilities Management.
3. Preventative maintenance includes equipment such as A/C units, lamping, chillers, etc.
4. Events coordinated through Community & Media Relations.
5. Effective FY 2021, Mobile Technology Interface will be expanded to include seven additional staff due to the transition of maintenance of the Leon County Sheriff's Office Detention Facility from the Sheriff to the Office of Resource Stewardship.
6. The square footage increase is due to the LCSO Detention complex.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Facilities Management - Facilities Management (001-150-519)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	2,432,927	2,466,697	2,578,526	15,938	2,594,464	2,689,753
Operating	4,749,286	5,491,824	5,442,191	(94,177)	5,348,014	5,679,170
Capital Outlay	7,354	10,000	10,000	-	10,000	10,000
Total Budgetary Costs	<u>7,189,567</u>	<u>7,968,521</u>	<u>8,030,717</u>	<u>(78,239)</u>	<u>7,952,478</u>	<u>8,378,923</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	7,189,567	7,968,521	8,030,717	(78,239)	7,952,478	8,378,923
Total Revenues	<u>7,189,567</u>	<u>7,968,521</u>	<u>8,030,717</u>	<u>(78,239)</u>	<u>7,952,478</u>	<u>8,378,923</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Director of Facilities Management	-	-	1.00	-	1.00	1.00
Director of Resource Stewardship	1.00	1.00	1.00	-	1.00	1.00
Facilities Senior Operations Manager	1.00	1.00	-	-	-	-
Management Analyst	-	1.00	-	-	-	-
Administrative Services Manager	-	-	1.00	-	1.00	1.00
Facilities Maintenance Supervisor	1.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance Superintendent	2.50	2.50	2.50	-	2.50	2.50
Operations Analyst	1.00	1.00	1.00	-	1.00	1.00
Operations Specialist	-	-	1.00	-	1.00	1.00
Facilities Support Technician II	15.00	15.00	15.00	-	15.00	15.00
Facilities Operations Supervisor I	2.00	1.00	1.00	-	1.00	1.00
Facilities Operations Technician I	2.00	2.00	2.00	-	2.00	2.00
Facilities Operations Technician II	2.00	2.00	2.00	-	2.00	2.00
Facilities Operations Technician III	-	1.00	1.00	-	1.00	1.00
Facilities Manager	1.00	1.00	-	-	-	-
PSC Operations Manager	0.50	0.50	0.50	-	0.50	0.50
PSC Facilities Support Technician III	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate V	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate IV	2.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalentents (FTE)	<u>36.00</u>	<u>36.00</u>	<u>36.00</u>	<u>-</u>	<u>36.00</u>	<u>36.00</u>

The major variances for the FY 2021 Facilities Management budget are as follows:

Positions were reclassified with no fiscal impact:

1. The reclassification of a Facilities Senior Operations Manager to Administrative Services Manager.
2. Management Analyst reclassified to Operations Analyst.

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Facilities Manager reclassified to Director of Facilities Management with a fiscal impact of \$15,938.
3. Contractual services increases in the amount of \$85,382 include costs associated with providing after-hours security (\$8,972) increased custodial services (\$26,410) and landscaping costs (\$50,000).
4. Increase in operating costs in the amount of \$6,245

Decreases to program funding:

1. Decreases in travel and training in the amount of \$13,470 is related to the non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.
2. Decrease in the amount of \$172,334, or 3% of the operating budget, for repairs and maintenance, related to carpet and painting, as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Facilities Management - Facilities - Detention Center (001-152-519)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	-	625,056	-	567,273	567,273	589,418
Operating	-	2,070,252	-	1,876,415	1,876,415	1,929,708
Total Budgetary Costs	-	2,695,308	-	2,443,688	2,443,688	2,519,126
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	-	2,695,308	-	2,443,688	2,443,688	2,519,126
Total Revenues	-	2,695,308	-	2,443,688	2,443,688	2,519,126
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Facilities Maintenance Superintendent	-	-	-	1.00	1.00	1.00
Facilities Support Technician II	-	-	-	2.00	2.00	2.00
Facilities Support Technician III	-	-	-	3.00	3.00	3.00
Administrative Associate VI	-	-	-	1.00	1.00	1.00
Facilities Support Tech IV	-	-	-	1.00	1.00	1.00
Total Full-Time Equivalents (FTE)	-	-	-	8.00	8.00	8.00

The operational costs associated with the Detention Facility were transferred from the Leon County Sheriff's Office budget to Office of Resource Stewardship.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Facilities Management - Public Safety Complex Facilities (001-410-529)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	216,625	220,376	230,846	-	230,846	239,123
Operating	1,270,617	1,303,350	1,287,804	138,785	1,426,589	1,454,126
Capital Outlay	18,923	82,765	-	10,000	10,000	80,000
Total Budgetary Costs	1,506,165	1,606,491	1,518,650	148,785	1,667,435	1,773,249
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,506,165	1,606,491	1,518,650	148,785	1,667,435	1,773,249
Total Revenues	1,506,165	1,606,491	1,518,650	148,785	1,667,435	1,773,249
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Facilities Maintenance Superintendent	0.50	0.50	0.50	-	0.50	0.50
PSC Operations Manager	0.50	0.50	0.50	-	0.50	0.50
PSC Facilities Support Technician III	1.00	1.00	1.00	-	1.00	1.00
PSC Facilities Support Technician IV	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 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 2021 Public Safety Complex Facilities budget are as follows:

Increases in Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual services increase in the amount of \$100,457 associated with custodial services (\$12,457), new fuel system (\$16,000), landscaping (\$12,000) and security services (\$60,000).
3. Repairs and maintenance increase in the amount of \$42,380 for carpet replacement (\$20,000) and interior doors, partitions and closures (\$80,000).
4. Machinery and equipment increase in the amount of \$10,000 for office furniture replacement.

Decreases in Program Funding:

1. Decreases in travel and training in the amount of \$4,052 is related to the non-essential travel and training freeze implemented by the County as part of the FY 2021 budget balancing strategy.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Facilities Management - County Government Annex (165-154-519)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	51,677	49,193	59,256	-	59,256	61,630
Operating	320,352	445,949	455,974	42,700	498,674	474,001
Total Budgetary Costs	372,029	495,142	515,230	42,700	557,930	535,631
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
165 County Government Annex	372,029	495,142	515,230	42,700	557,930	535,631
Total Revenues	372,029	495,142	515,230	42,700	557,930	535,631
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Facilities Support Technician II	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2021 budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual Services in the amount of \$42,700. Including custodial services (\$10,216), elevator services (\$7,484) and building automation services (\$25,000).

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Facilities Management - Huntington Oaks Plaza Operating (166-155-519)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	70,905	86,535	86,894	18,801	105,695	105,852
Total Budgetary Costs	70,905	86,535	86,894	18,801	105,695	105,852
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
166 Huntington Oaks Plaza	70,905	86,535	86,894	18,801	105,695	105,852
Total Revenues	70,905	86,535	86,894	18,801	105,695	105,852

The major variances for the FY 2021 budget are as follows:

Increases to Program Funding:

1. Professional Services increase in the amount of \$4,757 for broker fee related to increased leasing activity at the Lake Jackson Town Center.
2. Contractual Services increases in the amount of \$14,044 relating to custodial (\$1,000), landscaping (\$3,044) and security services (\$10,000).

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Solid Waste Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,840,821	1,709,404	1,789,535	37,209	1,826,744	1,886,003
Operating	9,382,872	8,852,925	9,439,147	2,224,974	11,664,121	12,140,542
Total Budgetary Costs	11,223,693	10,562,329	11,228,682	2,262,183	13,490,865	14,026,545
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Hazardous Waste (401-443-534)	677,867	722,619	662,756	72,970	735,726	742,596
Rural Waste Service Centers (401-437-534)	694,734	680,923	728,376	14,000	742,376	760,207
Solid Waste Management Facility (401-442-534)	545,769	454,849	530,475	10,500	540,975	547,406
Transfer Station Operations (401-441-534)	9,015,184	8,315,757	8,903,511	2,164,713	11,068,224	11,558,895
Yard Waste (401-416-534)	290,138	388,181	403,564	-	403,564	417,441
Total Budget	11,223,693	10,562,329	11,228,682	2,262,183	13,490,865	14,026,545
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
401 Solid Waste	11,223,693	10,562,329	11,228,682	2,262,183	13,490,865	14,026,545
Total Revenues	11,223,693	10,562,329	11,228,682	2,262,183	13,490,865	14,026,545
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Yard Waste	1.30	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	13.05	12.05	-	12.05	12.05
Solid Waste Management Facility	2.15	1.40	2.40	-	2.40	2.40
Hazardous Waste	3.25	3.25	3.25	1.00	4.25	4.25
Total Full-Time Equivalentents (FTE)	27.15	27.15	27.15	1.00	28.15	28.15
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Rural Waste Service Centers	1.00	1.00	1.00	-	1.00	1.00
Hazardous Waste	1.00	1.00	1.00	(1.00)	-	-
Total OPS Full-Time Equivalentents (FTE)	2.00	2.00	2.00	(1.00)	1.00	1.00

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Solid Waste – Rural Waste Service Centers (401-437-534)

Goal	The Rural Waste Service Centers serve as part of an integrated solid waste management system dedicated to excellent customer service and responsible fiscal and environmental stewardship.
Core Objectives	<ol style="list-style-type: none"> 1. Provide solid waste drop-off services for residents in unincorporated Leon County. 2. Provide drop-off for garbage, appliances, tires, yard debris, recyclables, electronics, automotive batteries, fluorescent tubes and used motor oil. 3. Conduct safe hauling and transportation of collected waste to the appropriate Waste Management facility. 4. Provide waste screening. 5. Provide community information kiosks.
Statutory Responsibilities	Chapter 403.702(2)(c)(i) Florida Statutes requires counties to plan and provide efficient, environmentally acceptable solid waste management; Article V, Section 18-136, Leon County Code of Ordinances (Solid Waste Ordinance) authorizes the county to operate and maintain solid waste collection, removing, transferring, sorting, reclaiming, and disposal systems; Chapter 62-701 Florida Administrative Code regulates solid waste management facilities; and the Leon County Comprehensive Plan, Solid Waste Element.
Advisory Board	None

Performance Measures					
Priorities	Performance Measures	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimates	FY 2021 Estimate
G1	Number of random load inspections per site per month.	10	10	10	10
G2	Annual customer satisfaction survey score (1=very poor, 5=excellent) ¹ .	4.95	4.90	4.95	4.95
G5	Number of chargeable accidents for roll-off truck drivers ² .	0	0	0	0
G5	Number of traffic violations for roll-off truck drivers ² .	0	0	0	0
G2	Average customer turnaround time from gate to gate ³ .	8 minutes	8 minutes	8 minutes	8 minutes
G2	Average truck turnaround time from gate to gate ⁴ .	90 minutes	90 minutes	90 minutes	90 minutes
EN1	Tons of rural waste collected ⁵ .	2,021	2,060	2,200	2,400

- Notes:
1. The annual customer survey estimate for FY 2021 is expected to remain high with the continued focus on customer service.
 2. Rural Waste Drivers continue to operate in a safe and professional manner.
 3. Rural Waste continues to operate at the optimal customer turnaround time from gate to gate of eight minutes at each site and expects this to continue for FY 2021.
 4. Rural Waste drivers continue to maintain a ninety-minute turn-around time, matching the previous year's average and the estimate for FY 2021. Ninety minutes is estimated to be the optimal turn-around time.
 5. The collected waste estimate for FY 2021 is expected to moderately increase from FY 2020 estimates. The use continues to increase due to the elimination of rural waste fees at centers effective October 1, 2019.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Solid Waste - Rural Waste Service Centers (401-437-534)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	489,554	443,937	497,453	-	497,453	515,215
Operating	205,180	236,986	230,923	14,000	244,923	244,992
Total Budgetary Costs	694,734	680,923	728,376	14,000	742,376	760,207
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
401 Solid Waste	694,734	680,923	728,376	14,000	742,376	760,207
Total Revenues	694,734	680,923	728,376	14,000	742,376	760,207
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Solid Waste Operator	3.00	3.00	3.00	-	3.00	3.00
In-Mate Supervisor	0.25	0.25	0.25	-	0.25	0.25
Rural Collection Center Supervisor	1.00	1.00	1.00	-	1.00	1.00
Rural Waste Site Attendant	1.00	1.00	1.00	-	1.00	1.00
Rural Waste Services Center Attendant	3.15	3.15	3.15	-	3.15	3.15
Total Full-Time Equivalents (FTE)	8.40	8.40	8.40	-	8.40	8.40
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Rural Waste Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2021 budget are as follows:

Increases in Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual services in the amount of \$14,000 associated with curbside contractor's contract of the collection for bulky waste.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Solid Waste - Yard Waste (401-416-534)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	73,795	63,508	78,592	-	78,592	81,477
Operating	216,343	324,673	324,972	-	324,972	335,964
Total Budgetary Costs	290,138	388,181	403,564	-	403,564	417,441
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
401 Solid Waste	290,138	388,181	403,564	-	403,564	417,441
Total Revenues	290,138	388,181	403,564	-	403,564	417,441
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Solid Waste Supervisor	0.15	0.15	-	-	-	-
Crew Chief II	0.25	-	-	-	-	-
Solid Waste Operator	0.90	0.90	0.90	-	0.90	0.90
Senior Crew Chief	-	-	0.15	-	0.15	0.15
Total Full-Time Equivalents (FTE)	1.30	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 2021 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 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Solid Waste – Transfer Station Operations (401-441-534)

Goal	The Transfer Station is an essential component of an integrated solid waste management system dedicated to excellent public service and responsible fiscal and environmental stewardship.
Core Objectives	<ol style="list-style-type: none"> 1. Provide a transfer station facility for residential and commercial Class I solid waste for all Leon County and Wakulla County. 2. Conduct screening of delivered waste for prohibited materials such as tires. 3. Provide transportation and disposal of accepted waste to a regional landfill, by agreement with contracted waste disposal company. 4. Provide a facility for County's Continuity of Operations Plan (COOP) in case of disaster. 5. Provide public weights at the facility scale house. 6. Provide litter control on Gum Road and portions of Capital Circle NW.
Statutory Responsibilities	Chapter 403.706(1), Florida Statutes requires counties to provide for the operation of solid waste disposal facilities to meet the needs of all incorporated and unincorporated areas of the county; Chapter 62-701, Florida Administrative Code regulates permitting and operation of solid waste management facilities, including transfer stations; Article V, Section 18-136, Leon County Code of Ordinances authorizes the County to own, operate and maintain solid waste transferring systems and to levy a charge or assessment on the users of such systems; and Leon County Comprehensive Plan, Solid Waste Element.
Advisory Board	None

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G1	Tipping Fee	\$44.83 ¹	\$55.36 ²

Notes:

1. This tipping fee includes hauling and disposal, fuel surcharge, Transfer Station operations, and Household Hazardous Waste/tires.
2. Average State of Florida Tipping Fee and National Average \$55.36 (Source: Environmental Research & Education Foundation (EREF)).

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
G2	Percent of operating days with waste left on the floor overnight.	0%	0%	0%	0%
G2	Average loading time for transport trailers (minutes).	12	15	15	15
G4	Percent of employees satisfying FDEP certification requirements.	100%	100%	100%	100%
G1	Percent of FDEP quarterly inspections found in compliance.	100%	100%	100%	100%
EN1	Average net outbound load weight (tons).	26.20	26.50	26.25	26.25
EN1	Tons of Class I waste processed ¹ .	208,731	278,032	220,531	213,710

Notes:

1. Estimated decreases is based on monthly averages of current tonnage reports and the prediction of storm events that may increase Class 1 processing, as occurred in FY 2019 with Hurricane Michael.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Solid Waste - Transfer Station Operations (401-441-534)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	801,780	781,769	786,673	6,470	793,143	819,871
Operating	8,213,404	7,533,988	8,116,838	2,158,243	10,275,081	10,739,024
Total Budgetary Costs	9,015,184	8,315,757	8,903,511	2,164,713	11,068,224	11,558,895
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
401 Solid Waste	9,015,184	8,315,757	8,903,511	2,164,713	11,068,224	11,558,895
Total Revenues	9,015,184	8,315,757	8,903,511	2,164,713	11,068,224	11,558,895
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Solid Waste Superintendent	1.00	1.00	1.00	-	1.00	1.00
Solid Waste Supervisor	1.00	1.00	-	-	-	-
Transfer Station Superintendent	-	-	1.00	-	1.00	1.00
Crew Chief II	-	1.00	1.00	-	1.00	1.00
Solid Waste Financial Specialist	0.80	0.80	0.80	-	0.80	0.80
Solid Waste Operator	5.00	5.00	5.00	-	5.00	5.00
Contract Compliance Specialist	1.00	-	-	-	-	-
Senior Solid Waste Operator	1.00	1.00	-	-	-	-
Contract & Operations Support Technician	-	1.00	1.00	-	1.00	1.00
In-Mate Supervisor	0.25	0.25	0.25	-	0.25	0.25
Weighmaster	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	12.05	13.05	12.05	-	12.05	12.05

The major variances for the FY 2021 budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Position increases are related to the reclassification of the Solid Waste Supervisor to the Transfer Station Superintendent with an impact of \$6,470.
3. Contractual services increases related to fuel adjustment increase (\$30,036), scale calibration and certification (\$4,441), and the Marpan Contract for recycling (\$252,000).
4. Contractual services increases related to the \$2.50 per ton increase, as specified in the hauling and disposal contract (\$1,587,354), as well as the hauling and disposal Marpan contract (\$284,412).

Decreases to Program Funding:

1. Senior Solid Waste Operator transferred to Solid Waste Management Facility.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Solid Waste – Solid Waste Management Facility

Goal	The Solid Waste Management Facility is an essential component of an integrated solid waste management system dedicated to excellent public service and responsible fiscal and environmental stewardship. The goals of the Facility are to comply with the Florida Department of Environmental Protection Operating Permit and to ensure that existing solid waste is properly contained by maintaining the surfaces of the inactive cells to reduce erosion and landfill gas emissions.
Core Objectives	<ol style="list-style-type: none"> 1. Manage a cost effective, convenient, and environmentally safe Solid Waste Management Facility. 2. Recycle yard debris and waste tires. 3. Provide environmental monitoring of air, groundwater, and surface water. 4. Provide free coarse and fine mulch to residents and businesses. 5. Maintain all-weather, safe access to all areas of the Solid Waste Management Facility. 6. Maintain and provide erosion control of closed and inactive landfill cells. 7. Provide stormwater management and treatment. 8. Provide litter control within the facility and along portions of Apalachee Parkway. 9. Maintain existing closed cells of the landfill that contain Class I solid waste as required by Florida Department of Environmental Protection permit.
Statutory Responsibilities	Chapter 403.706(1), Florida Statutes requires counties to provide for the operation of solid waste disposal facilities to meet the needs of all incorporated and unincorporated areas of the county; Chapter 62-701, Florida Administrative Code regulates permitting and operation of solid waste management facilities, including landfills; Chapter 62-701.600, Florida Administrative Code governs landfill closure and long-term care; Article V, Section 18-136, Leon County Code of Ordinances authorizes the County to own, operate and maintain solid waste disposal systems and to levy a charge or assessment on the users of such systems; and the Leon County Comprehensive Plan, Solid Waste Element
Advisory Board	None

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark ¹
G1	Tipping Fee (Yard Debris)	\$39/Ton	\$39/Ton

1. Includes average yard debris tipping fees for eight Florida counties with operations similar to Leon County.

Performance Measures					
Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
G1	Percent of Florida Department of Environmental quarterly inspections found in compliance.	100%	100%	100%	100%
G4	Percent of employees satisfying Florida Department of Environmental certification requirements.	100%	100%	90%	90%
EN4	Tons of tire waste processed ¹ .	338	332	360	350
EN4	Tons of wood waste processed ² .	11,445	14,852	10,000	10,000

Notes:

1. The estimated tire waste tonnage is based on previous years' averages.

2. Yard Debris processing is based on average tonnage per month of material. Actual tons of wood waste is recorded through the weight system at the scale house.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Solid Waste - Solid Waste Management Facility (401-442-534)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	182,048	109,802	180,934	-	180,934	187,220
Operating	363,722	345,047	349,541	10,500	360,041	360,186
Total Budgetary Costs	<u>545,769</u>	<u>454,849</u>	<u>530,475</u>	<u>10,500</u>	<u>540,975</u>	<u>547,406</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
401 Solid Waste	545,769	454,849	530,475	10,500	540,975	547,406
Total Revenues	<u>545,769</u>	<u>454,849</u>	<u>530,475</u>	<u>10,500</u>	<u>540,975</u>	<u>547,406</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Solid Waste Supervisor	0.85	0.85	-	-	-	-
Crew Chief II	0.75	-	-	-	-	-
Solid Waste Financial Specialist	0.20	0.20	0.20	-	0.20	0.20
Solid Waste Operator	0.10	0.10	0.10	-	0.10	0.10
Senior Solid Waste Operator	-	-	1.00	-	1.00	1.00
In-Mate Supervisor	0.25	0.25	0.25	-	0.25	0.25
Senior Crew Chief	-	-	0.85	-	0.85	0.85
Total Full-Time Equivalentents (FTE)	<u>2.15</u>	<u>1.40</u>	<u>2.40</u>	<u>-</u>	<u>2.40</u>	<u>2.40</u>

On May 12, 2015, the Board approved the closure of the Landfill. The major variances for the FY 2021 budget are as follows:

Increases in Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increase in personnel services in the amount of \$66,572 due to the transfer of a Senior Solid Waste Operator from the Transfer Station.
3. Reclassification of Solid Waste Supervisor to Senior Crew Chief.
4. Contractual services increase in the amount of \$10,500 associated with the curbside contractors contract for the collection of bulky waste.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Solid Waste – Hazardous Waste (401-443-534)

Goal	The goal of the Hazardous Waste Management Program is to ensure that hazardous waste materials are properly managed and legally disposed in an environmentally sound manner.
Core Objectives	<ol style="list-style-type: none"> 1. Accept hazardous waste from households and conditionally exempt small quantity generators. 2. Respond to requests for information and for assistance with hazardous waste disposal. 3. Recycle, treat or ship hazardous waste collected at the Hazardous Waste Center. 4. Operate "Renew" to recycle items and materials for use by County residents. 5. Perform local hazardous waste assessments. 6. Oversee limited hazardous waste collection at Rural Waste Service Centers. 7. Conduct monthly remote collection events at the Public Works Operations Center. 8. Consolidate and lab pack hazardous materials by type to reduce disposal cost. 9. Provide hazardous waste safety training for Solid Waste Division staff. 10. Inspect random loads for hazardous materials. 11. Provide hazardous materials management educational services. 12. Provide recycling services for electronic scrap.
Statutory Responsibilities	<p><i>Federal:</i> The Resource Conservation and Recovery Act; Code of Federal Regulations Title 40, Chapter 1, Part 61 Subpart M, National Emission Standard for Asbestos; Code of Federal Regulations Title 40, Chapter 1, Parts 258, 259, 260, 261, 264, 268, 273, 279, Protection of Environment</p> <p><i>State:</i> Florida Statutes Chapter 376, Pollution Discharge Prevention And Removal; Florida Statutes Chapter 403, Environmental Control; Florida Administrative Code (FAC) Chapter 62-701, Solid Waste Management Facilities; FAC Chapter 62-730, The Hazardous Waste Rule; FAC Chapter 62-731, County and Regional Hazardous Waste Management Programs; FAC Chapter 62-710, Used Oil Program; FAC Chapter 62-257, The Asbestos Program; FAC Chapter 62-737, The Management of Spent Mercury Containing Lamps and Devices Destined for Recycling</p>
Advisory Board	None

Performance Measures

Priorities	Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
EN1	Number of residents using household hazardous waste disposal service. ¹	17,375	17,655	17,250	17,800
EN1	Number of conditionally exempt agencies and small businesses household hazardous waste disposal services provided to.	251	245	250	250
EN1	Number of participants at off-site household hazardous waste collection events. ²	3,851	3,754	3,800	3,900
EN1	Number of tons of potentially hazardous material processed. ³	437	461	430	450
EN1	Number of tons of potentially hazardous material reused or recycled. ⁴	235	251	250	250
EN1	Number of tons of electronics waste processed. ¹	348	301	325	325

Notes:

1. The FY 2021 increase in the number of residents continues to grow as more participation occurs in areas such as electronic scrap (e-scrap) from computers, mobile phones, hard drives, memory chips, motherboards and servers.
2. There are 11 events scheduled per year.
3. The FY 2021 increase in the number of tons of hazardous material processed is due to coordinated media campaigns with the County's CMR (Community Media Relations) team to alert citizens of household hazardous waste collection events.
4. Residents may visit the Household Hazardous Waste service center and receive recycled paint or browse through the "swap shop" that has donated items ranging from cleaners to wood stain.

Leon County Fiscal Year 2021 Tentative Budget

Office of Resource Stewardship

Solid Waste - Hazardous Waste (401-443-534)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	293,644	310,388	245,883	30,739	276,622	282,220
Operating	384,223	412,231	416,873	42,231	459,104	460,376
Total Budgetary Costs	677,867	722,619	662,756	72,970	735,726	742,596
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
401 Solid Waste	677,867	722,619	662,756	72,970	735,726	742,596
Total Revenues	677,867	722,619	662,756	72,970	735,726	742,596
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Hazardous Waste Manager	1.00	1.00	-	-	-	-
Hazardous Waste Superintendent	-	-	1.00	-	1.00	1.00
Hazardous Materials Technician	2.00	2.00	2.00	1.00	3.00	3.00
In-Mate Supervisor	0.25	0.25	0.25	-	0.25	0.25
Total Full-Time Equivalents (FTE)	3.25	3.25	3.25	1.00	4.25	4.25
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Hazardous Materials Technician	-	-	1.00	(1.00)	-	-
Haz Waste Consolidated OPS	1.00	1.00	-	-	-	-
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	(1.00)	-	-

The major variances for the FY 2021 budget are as follows:

Position Reclassification with no fiscal impact:

1. Position reclassification from Hazardous Waste Manager to Hazardous Waste Superintendent.
2. Reclassify OPS Hazardous Materials Technician to Hazardous Materials Technician.

Increases to Program Funding:

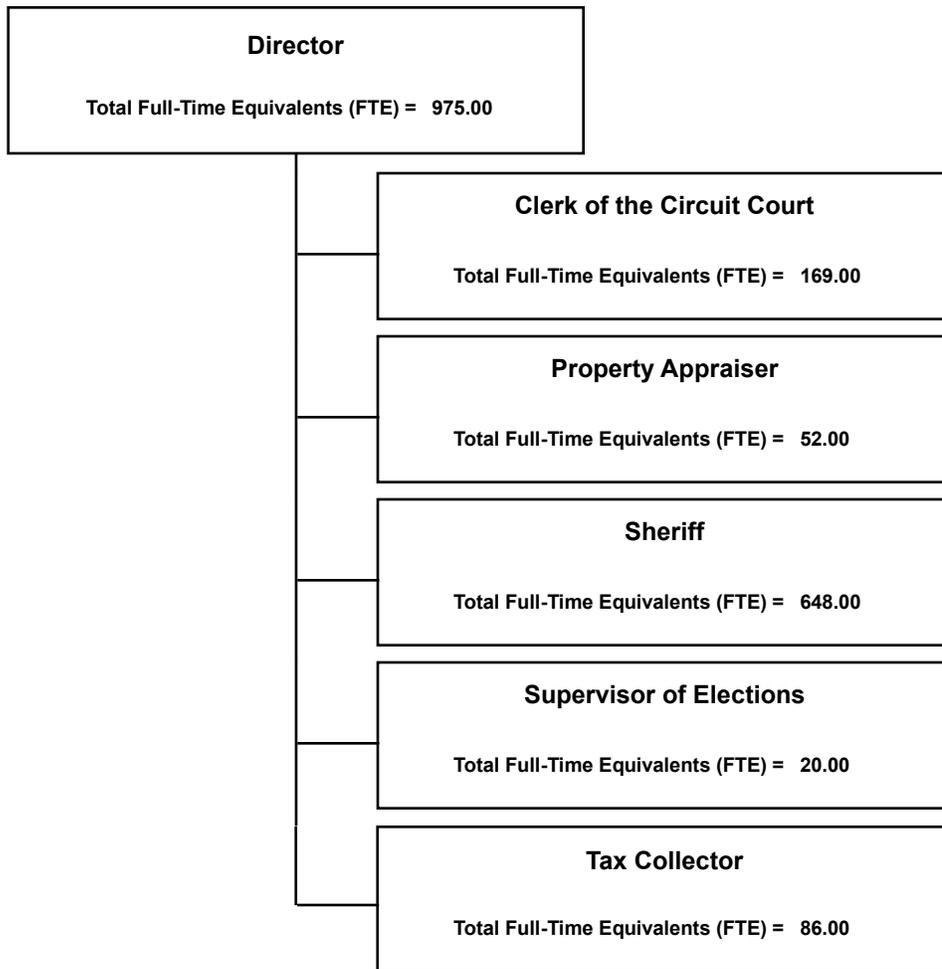
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual services in the amount of \$42,231 related to required hazardous waste disposal and transport.

Leon County Fiscal Year 2021 Tentative Budget**Constitutional**

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Leon County Fiscal Year 2021 Adopted Budget

Constitutional



Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Executive Summary

The Constitutional section of the Leon County FY 2021 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 2021, the contractual increase of for financial services provided by the Clerk was \$107,082. In addition, there was a decrease in Article V funding in the amount of \$24,957.

The Property Appraiser's Office manages and certifies property values and exemptions for more than 121,545 parcels currently totaling \$18.8 billion in Taxable Value for Leon County. These services are provided to the Board of Commissioners, School Board, City of Tallahassee, Downtown Improvement Authority and the Northwest Water Management District. The Leon County Property Appraiser's Office was awarded the prestigious International Association of Assessing Officers (IAAO) Certificate of Excellence in Assessment Administration for utilizing best appraisal and assessment practices. The Property Appraiser and the Board of County Commissioners 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. For FY 2021, the Sheriff's office added two new positions: A Wellness Coordinator and an IT Analyst. Additional funding includes \$2.9 million in capital funding for the detention center, including \$900,000 for the Sheriff's evidence warehouse project

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 decreases in general election and off-year election cycles. The upcoming FY 2021 cycle is a non-presidential preference primary election year, which generates a savings of \$1.06 million in the Supervisor of Elections' budget.

The Tax Collector continues to provide efficient, accurate, and convenient tax collection to taxpayers, businesses, and taxing authorities in a fair, friendly, courteous and professional manner. The County is also responsible for paying commission on the ad valorem assessment from the Leon School Board. Due to increased property valuations, ad valorem collections will increase, causing an increase in commission payments to this office.

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	62,254,240	63,200,966	65,759,380	184,587	65,943,967	70,985,241
Operating	18,695,574	19,258,677	19,059,648	-	19,059,648	19,175,389
Capital Outlay	2,445,764	2,408,854	2,447,651	-	2,447,651	2,442,651
Grants-in-Aid	15,401	-	-	-	-	-
Interfund Transfers	69,159	-	-	-	-	-
Constitutional Payments	12,308,548	12,311,820	12,908,773	50,437	12,959,210	13,263,087
Sheriff Offset	-	(1,916,479)	(1,422,001)	-	(1,422,001)	(1,450,441)
Total Budgetary Costs	<u>95,788,685</u>	<u>95,263,838</u>	<u>98,753,451</u>	<u>235,024</u>	<u>98,988,475</u>	<u>104,415,927</u>
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Clerk of the Circuit Court	2,185,377	2,266,404	2,287,391	50,437	2,337,828	2,404,325
Property Appraiser	5,080,216	5,059,837	5,215,123	-	5,215,123	5,350,215
Sheriff	79,009,878	77,045,865	81,035,167	184,587	81,219,754	86,125,112
Supervisor of Elections	4,299,989	5,485,288	4,413,603	-	4,413,603	4,623,902
Tax Collector	5,213,225	5,406,444	5,802,167	-	5,802,167	5,912,373
Total Budget	<u>95,788,685</u>	<u>95,263,838</u>	<u>98,753,451</u>	<u>235,024</u>	<u>98,988,475</u>	<u>104,415,927</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
	95,029	-	-	-	-	-
001 General Fund	11,747,925	11,982,887	12,569,598	50,437	12,620,035	12,920,966
060 Supervisor of Elections	4,204,960	5,485,288	4,413,603	-	4,413,603	4,623,902
110 Fine and Forfeiture	79,430,505	77,466,730	81,431,075	184,587	81,615,662	86,528,938
123 Stormwater Utility	68,619	71,850	72,568	-	72,568	73,294
135 Emergency Medical Services MSTU	156,149	162,395	162,395	-	162,395	162,395
145 Fire Services Fee	48,227	50,590	59,106	-	59,106	60,288
162 County Accepted Roadways and Drainage Systems Program (CARDS) (162)	2,299	5,500	5,500	-	5,500	5,500
164 Special Assessment - Killlearn Lakes Units I and II Sewer	4,563	5,000	5,000	-	5,000	5,000
401 Solid Waste	30,409	33,598	34,606	-	34,606	35,644
Total Revenues	<u>95,788,685</u>	<u>95,263,838</u>	<u>98,753,451</u>	<u>235,024</u>	<u>98,988,475</u>	<u>104,415,927</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Clerk of the Circuit Court	168.00	168.00	168.00	1.00	169.00	169.00
Property Appraiser	52.00	52.00	52.00	-	52.00	52.00
Sheriff	641.00	647.00	654.00	(6.00)	648.00	648.00
Supervisor of Elections	19.00	20.00	20.00	-	20.00	20.00
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
Total Full-Time Equivalentents (FTE)	<u>966.00</u>	<u>973.00</u>	<u>980.00</u>	<u>(5.00)</u>	<u>975.00</u>	<u>975.00</u>
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Supervisor of Elections	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalentents (FTE)	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>	<u>1.00</u>	<u>1.00</u>

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Clerk of the Circuit Court Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	420,635	420,865	395,908	-	395,908	403,826
Constitutional Payments	1,764,742	1,845,539	1,891,483	50,437	1,941,920	2,000,499
Total Budgetary Costs	2,185,377	2,266,404	2,287,391	50,437	2,337,828	2,404,325
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Clerk - Article V Expenses (110-537-614)	420,627	420,865	395,908	-	395,908	403,826
Clerk - Finance Administration (001-132-586)	1,764,750	1,845,539	1,891,483	50,437	1,941,920	2,000,499
Total Budget	2,185,377	2,266,404	2,287,391	50,437	2,337,828	2,404,325
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,764,750	1,845,539	1,891,483	50,437	1,941,920	2,000,499
110 Fine and Forfeiture	420,627	420,865	395,908	-	395,908	403,826
Total Revenues	2,185,377	2,266,404	2,287,391	50,437	2,337,828	2,404,325
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Clerk - Finance Administration	25.00	25.00	25.00	1.00	26.00	26.00
Clerk - Article V Expenses	143.00	143.00	143.00	-	143.00	143.00
Total Full-Time Equivalentents (FTE)	168.00	168.00	168.00	1.00	169.00	169.00

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Clerk of the Circuit Court & Comptroller – Clerk – Finance Administration (001-132-586)

Mission	The goal of the Leon County Clerk of the Circuit Court and Comptroller's (Clerk) Office is to efficiently and effectively perform the responsibilities of Clerk of the Circuit and County Courts, Clerk to the Board of County Commissioners, Recorder, Guardian of Public Records, Treasurer, and Auditor.
Core Objectives	<ol style="list-style-type: none"> 1. 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. 2. Provides accounting services for the Board of County Commissioners, records management, Clerk and County Court accounting, cash management and payroll services. 3. Keeps minutes of the Board's meetings and workshops. 4. Provides treasury, custodian, and accounting functions for the Supervisor of Elections.
Statutory Responsibilities	Florida Statutes Chapter 28 Clerks of the Circuit Courts; Chapter 29 Court System Funding; Chapter 34 County Courts; Chapter 43 Courts: General Provisions; Chapter 218 Financial Matters Pertaining to Political Subdivisions; and Chapter 938 Court Costs
Advisory Board	Investment Oversight Committee and Audit Advisory Committee

Benchmarking

Benchmark Data	FY16 Leon County Range	Benchmark
All case categories used for benchmarking are listed below – Criminal & Civil	91.0% - 100%	80%

Note: 80% Benchmark established by the Clerks of Courts Operations Corporation created by the Florida Legislature as part of Article V

Performance Measures

Performance Measure		FY 2018 Actual	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Annual Projected % of Cases opened within x business days after initial documents are clocked					
Criminal Cases	Cases opened for Circuit Court defendants within 2 business days	99	94	99	100
	Cases opened for County Court defendants within 3 business days	100	100	100	100
	Cases opened for Juvenile Delinquency within 2 business days	99	98	99	100
	Traffic (UTC) cases opened within 3 business days	99	99	99	99
Civil Cases	Court Circuit cases opened within 2 business days	99	96	96	100
	County cases opened within 2 business days	100	99	96	100
	Traffic (UTC) cases opened within 4 business days	100	100	100	100
	Probate cases opened within 2 business days	99	99	99	100
	Family cases opened within 3 business days	99	99	99	100
Juvenile Dependency cases opened within 2 business days	98	100	99	100	
Criminal Cases	Circuit defendants docket entries entered within 3 business days	100	91	91	99
	County defendants docket entries entered within 3 business days	100	90	90	99
	Juvenile Delinquency docket entries entered within 3 business days	99	99	99	100
	Traffic (UTC) docket entries entered within 3 business days	99	99	99	99
Civil Cases	Circuit cases entered within 3 business days	100	99	100	100
	County cases entered within 3 business days	100	99	99	100
	Traffic (UTC) cases entered within 4 business days	99	100	99	100
	Probate cases entered within 3 business days	99	99	100	100
	Family cases entered within 3 business days	100	99	99	100
	Juvenile Dependency cases entered within 3 business days	99	99	99	100

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Clerk of the Circuit Court - Clerk - Finance Administration (001-132-586)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	8	-	-	-	-	-
Constitutional Payments	1,764,742	1,845,539	1,891,483	50,437	1,941,920	2,000,499
Total Budgetary Costs	<u>1,764,750</u>	<u>1,845,539</u>	<u>1,891,483</u>	<u>50,437</u>	<u>1,941,920</u>	<u>2,000,499</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,764,750	1,845,539	1,891,483	50,437	1,941,920	2,000,499
Total Revenues	<u>1,764,750</u>	<u>1,845,539</u>	<u>1,891,483</u>	<u>50,437</u>	<u>1,941,920</u>	<u>2,000,499</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Clerk - Finance Division	25.00	25.00	25.00	1.00	26.00	26.00
Total Full-Time Equivalents (FTE)	<u>25.00</u>	<u>25.00</u>	<u>25.00</u>	<u>1.00</u>	<u>26.00</u>	<u>26.00</u>

The major variances for the FY 2021 Clerk Finance budget are as follows:

Increases to Program Funding:

1) Contractual increase of \$49,761 for financial services provided by the Clerk as part of the contract. The contract with the Clerk requires the County be responsible for 72.42% of all costs related to the Finance Department. This includes costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increases in workers' compensation costs, and funding for a salary adjustment to be determined by the Clerk.

2) The Clerk's budget includes costs associated with the creation of a new Accountant position, as recommended by the County's external auditor to support the finance function. The new position has an impact of \$50,437.

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Clerk of the Circuit Court - Clerk - Article V Expenses (110-537-614)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	420,627	420,865	395,908	-	395,908	403,826
Total Budgetary Costs	420,627	420,865	395,908	-	395,908	403,826
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
110 Fine and Forfeiture	420,627	420,865	395,908	-	395,908	403,826
Total Revenues	420,627	420,865	395,908	-	395,908	403,826
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Clerk - Courts	101.50	101.50	101.50	-	101.50	101.50
Clerk - Information Services	10.00	10.00	10.00	-	10.00	10.00
Clerk - Administration	31.50	31.50	31.50	-	31.50	31.50
Total Full-Time 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.

Decreases to Program Funding:

1. FY 2021 budget reflects a decrease in Article V Funding in the amount of \$24,957 in association with lower operating costs.

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Property Appraiser (001-512-586)

Mission	The mission of the Property Appraiser is to locate, appraise and assess all property within Leon County according to the laws of the State of Florida, thereby assuring all property owners with a fair and equitable taxing structure.
Core Objectives	<ol style="list-style-type: none"> 1. Locate, identify and appraise at fair market value all property in Leon County. 2. Maintain assessment limitations as required by Florida Statute. 3. Provide effective and efficient service to the citizens of Leon County. 4. Administer all exemptions and classifications. 5. Submit the tax roll to the Department of Revenue, the Tax Collector and all taxing authorities. 6. Administer the Truth in Millage (TRIM) process.
Statutory Responsibilities	Florida Statute, Chapter 192.091 and Florida Statute, Chapter 195.087, Chapters 193, 194, 196, 197, 200.
Advisory Board	None

Performance Measures				
Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Parcel Count (Real and Personal Property)	120,924	121,545	122,000	122,300
Property Transactions (Sale Count)	11,905	10,300	10,500	10,800
Number of Homestead Exemptions (F.S. 196.031)	55,765	56,368	56,400	56,800
Number of Senior Exemptions (F.S. 196.075)	1,512	1,469	1,500	1,515

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Property Appraiser (001-512-586)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Constitutional Payments	5,080,216	5,059,837	5,215,123	-	5,215,123	5,350,215
Total Budgetary Costs	5,080,216	5,059,837	5,215,123	-	5,215,123	5,350,215
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	5,080,216	5,059,837	5,215,123	-	5,215,123	5,350,215
Total Revenues	5,080,216	5,059,837	5,215,123	-	5,215,123	5,350,215
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Property Appraiser	1.00	1.00	1.00	-	1.00	1.00
Financial Officer	1.00	1.00	1.00	-	1.00	1.00
Administrative Supervisor/Secretary/Telephone Operator	1.00	1.00	1.00	-	1.00	1.00
Assistant Property Appraiser	1.00	1.00	1.00	-	1.00	1.00
Chief Deputy of Appraisals	1.00	1.00	1.00	-	1.00	1.00
Commercial Analyst	3.00	3.00	3.00	-	3.00	3.00
Exemption/Customer Service Supervisor	1.00	1.00	1.00	-	1.00	1.00
Data Entry Operator	2.00	2.00	2.00	-	2.00	2.00
Chief Information Officer	1.00	1.00	1.00	-	1.00	1.00
Director of Management Services	1.00	1.00	1.00	-	1.00	1.00
Director of Real Estate	1.00	1.00	1.00	-	1.00	1.00
Exempt/Customer Service Technicians	6.00	6.00	6.00	-	6.00	6.00
GIS Coordinator	1.00	1.00	1.00	-	1.00	1.00
GIS/IT Specialist	4.00	4.00	4.00	-	4.00	4.00
Land Appraisers/Sales	3.00	3.00	3.00	-	3.00	3.00
Land Supervisor	1.00	1.00	1.00	-	1.00	1.00
NAL Supervisor	1.00	1.00	1.00	-	1.00	1.00
TPP Supervisor	1.00	1.00	1.00	-	1.00	1.00
Network System Administrator	1.00	1.00	1.00	-	1.00	1.00
Residential Appraisal/Specialist	11.00	11.00	11.00	-	11.00	11.00
RE Title/NAL Technician	4.00	4.00	4.00	-	4.00	4.00
Supervisor/Administrator Field Operations	1.00	1.00	1.00	-	1.00	1.00
TPP Appraiser/Auditor	3.00	3.00	3.00	-	3.00	3.00
Tax Roll Administrator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	52.00	52.00	52.00	-	52.00	52.00

The major variances for the FY 2021 Property Appraiser's budget are as follows:

Increases to Program Funding:

1) For FY 2021, the Property Appraiser budget reflects increased costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increases in workers' compensation costs, and funding for a salary adjustment to be determined by the Property Appraiser. The budget also includes additional funding for leave liability associated with pending retirements. The total increase in the Property Appraiser's budget is \$155,286.

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Sheriff Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	59,921,041	60,212,764	63,195,368	184,587	63,379,955	68,313,753
Operating	16,692,560	16,384,128	16,825,149	-	16,825,149	16,825,149
Capital Outlay	2,311,717	2,365,452	2,436,651	-	2,436,651	2,436,651
Grants-in-Aid	15,401	-	-	-	-	-
Interfund Transfers	69,159	-	-	-	-	-
Sheriff Offset	-	(1,916,479)	(1,422,001)	-	-1,422,001	(1,450,441)
Total Budgetary Costs	<u>79,009,878</u>	<u>77,045,865</u>	<u>81,035,167</u>	<u>184,587</u>	<u>81,219,754</u>	<u>86,125,112</u>
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Corrections (110-511-586)	36,860,530	36,134,445	36,962,289	-	36,962,289	39,009,278
Law Enforcement (110-510-586)	42,149,348	40,911,420	44,072,878	184,587	44,257,465	47,115,834
Total Budget	<u>79,009,878</u>	<u>77,045,865</u>	<u>81,035,167</u>	<u>184,587</u>	<u>81,219,754</u>	<u>86,125,112</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
110 Fine and Forfeiture	79,009,878	77,045,865	81,035,167	184,587	81,219,754	86,125,112
Total Revenues	<u>79,009,878</u>	<u>77,045,865</u>	<u>81,035,167</u>	<u>184,587</u>	<u>81,219,754</u>	<u>86,125,112</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Law Enforcement	347.00	354.00	358.00	2.00	360.00	360.00
Corrections	294.00	293.00	296.00	(8.00)	288.00	288.00
Total Full-Time Equivalentents (FTE)	<u>641.00</u>	<u>647.00</u>	<u>654.00</u>	<u>(6.00)</u>	<u>648.00</u>	<u>648.00</u>

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Sheriff – Law Enforcement (110-510-586)

Mission	The mission of the Leon County Sheriff's Office – Law Enforcement is to provide the highest professional level of effective and efficient law enforcement services to the residents of Leon County.
Core Objectives	<ol style="list-style-type: none"> 1. Provide a uniformed deputy to respond to all emergency and non-emergency calls for service. 2. Investigate crimes and diligently pursue those persons who violate the law. 3. Provide School Resource Officers at all high schools and middle schools. 4. Execute all processes of the Supreme Court, Circuit Court, County Court, and Board of County Commissioners. 5. Provide Leon County courthouse and courtroom security. 6. Provide the citizens of Leon County with informational publications and programs for crime prevention. 7. Involved in practicing community oriented policing activities and by creating partnerships with local charity agencies.
Statutory Responsibilities	F.S. Article V, Chapter 30 – Sheriffs
Advisory Board	Public Safety Communications Board

Performance Measures				
Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Number of civil processes served ¹ .	25,991	23,808	22,500	22,500
Number of uniform patrol primary/secondary calls for service ² .	114,825	113,500	117,764	115,973
Number of warrants served.	5,380	5,500	5,500	5,500
Number visitors checked at Courthouse entrances ³ .	275,572	277,688	275,000	285,000

- Notes:
1. Value does not include attempts for service.
 2. Values reflect only calls for Uniform Patrol.
 3. FY 2020 values are estimates provided in the FY 2020 budget, and do not reflect the impact of the COVID-19 pandemic on the number of visitors to the courthouse. These figures are expected to be significantly lower due to the closure of the courthouse during the pandemic.

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Sheriff - Law Enforcement (110-510-586)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	35,007,458	34,409,103	36,632,119	184,587	36,816,706	39,703,515
Operating	5,450,677	6,408,946	6,724,367	-	6,724,367	6,724,367
Capital Outlay	2,234,780	2,109,850	2,138,393	-	2,138,393	2,138,393
Grants-in-Aid	15,401	-	-	-	-	-
Interfund Transfers	(558,968)	-	-	-	-	-
Sheriff Offset	-	(2,016,479)	(1,422,001)	-	(1,422,001)	(1,450,441)
Total Budgetary Costs	42,149,348	40,911,420	44,072,878	184,587	44,257,465	47,115,834
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
110 Fine and Forfeiture	42,149,348	40,911,420	44,072,878	184,587	44,257,465	47,115,834
Total Revenues	42,149,348	40,911,420	44,072,878	184,587	44,257,465	47,115,834

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Sheriff - Law Enforcement (110-510-586)

Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Aircraft Mechanic	1.00	1.00	1.00	-	1.00	1.00
Auto Mechanic III	2.00	2.00	2.00	-	2.00	2.00
Captain	6.00	6.00	7.00	-	7.00	7.00
Crime Intel Supervisor	1.00	1.00	1.00	-	1.00	1.00
Fiscal Operations Clerk I	1.00	1.00	1.00	-	1.00	1.00
Judicial Services Clerk	1.00	2.00	2.00	-	2.00	2.00
Wellness Coordinator	-	-	-	1.00	1.00	1.00
Communications Officer	1.00	1.00	1.00	-	1.00	1.00
Deputy	205.00	207.00	210.00	-	210.00	210.00
Evidence Custodian	7.00	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	14.00	15.00	11.00	-	11.00	11.00
Lieutenant Accreditation	1.00	1.00	1.00	-	1.00	1.00
Process Server	7.00	7.00	7.00	-	7.00	7.00
Records Clerk	4.00	4.00	4.00	-	4.00	4.00
Records Manager	1.00	1.00	1.00	-	1.00	1.00
Secretary	2.00	2.00	2.00	-	2.00	2.00
Sergeant	31.00	31.00	35.00	-	35.00	35.00
Sheriff's Secretary	1.00	1.00	1.00	-	1.00	1.00
Sheriff	1.00	1.00	1.00	-	1.00	1.00
Victim Advocate	2.00	2.00	2.00	-	2.00	2.00
IT Support Specialist	4.00	4.00	4.00	-	4.00	4.00
Civil Enforcement Supervisor	1.00	1.00	1.00	-	1.00	1.00
Crime Analyst	7.00	10.00	10.00	-	10.00	10.00
Fingerprint Clerk	1.00	1.00	1.00	-	1.00	1.00
Fiscal Operations Purch/Prop	3.00	3.00	3.00	-	3.00	3.00
Fleet Maintenance Mechanic	4.00	4.00	4.00	-	4.00	4.00
Human Resources Generalist	4.00	4.00	4.00	-	4.00	4.00
Payroll Specialist	1.00	1.00	1.00	-	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	-	1.00	1.00
IT Manager	1.00	1.00	1.00	-	1.00	1.00
Director of Media Relations	1.00	1.00	1.00	-	1.00	1.00
Records Custodian	1.00	1.00	1.00	-	1.00	1.00
Records Specialist	8.00	8.00	8.00	-	8.00	8.00
Latent Fingerprint Examiner	1.00	1.00	1.00	-	1.00	1.00
Paralegal	1.00	1.00	1.00	-	1.00	1.00
Public Information Officer	1.00	1.00	1.00	-	1.00	1.00
Judicial Services Specialist	3.00	3.00	3.00	-	3.00	3.00
IT Administrator	1.00	1.00	1.00	-	1.00	1.00
Fiscal Clerk II	1.00	1.00	1.00	-	1.00	1.00
Traffic Support Specialist	1.00	1.00	1.00	-	1.00	1.00
Chief	5.00	5.00	5.00	-	5.00	5.00
IT Analyst	2.00	3.00	3.00	1.00	4.00	4.00
Property and Evidence Supervisor	-	1.00	1.00	-	1.00	1.00
Chief Financial Officer	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	347.00	354.00	358.00	2.00	360.00	360.00

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Sheriff - Law Enforcement (110-510-586)

Increases to Program Funding:

The Sheriff's budget (Law Enforcement & Corrections) increased by a total of 5.42%. The increase in the Law Enforcement portion of the Sheriff's budget is 8.18% and includes:

1. Personnel costs associated with two new positions (IT Analyst and Wellness Coordinator) and the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0%-5% based on a 3% average.
2. \$428,682 for operating supplies, including uniforms, ammunition and the repair & maintenance of office equipment.
3. Automotive costs associated with fuel, lubrication, repairs and maintenance in the amount of \$97,009.
4. \$95,500 in association with grant and IT consulting.
5. Rentals & Leases in the amount of \$68,102.
6. \$45,000 related to the tuition assistance program.
7. Training and travel costs in the amount of \$42,750.
8. Computer hardware in the amount of \$33,400.
9. \$31,831 in association with auto insurance premiums.
10. \$25,000 in association with increased investigations costs.
11. \$23,617 in association with publications, subscriptions and memberships.
12. \$6,000 for the printing of pamphlets and production of other documents.

Decreases in Program funding:

1. \$538,904 in association with facilities maintenance and repair and utilities services due to the transfer of maintenance of the detention facility to Facilities Management.
2. \$32,526 for Professional Liability.
3. \$27,000 for computer software.
4. \$10,000 for motorcycle/boat operating supplies.
5. \$10,000 for uniform cleaning costs.
6. A decrease in postage costs in the amount of \$4,410.

Increases in capital outlay funding:

1. Machinery & equipment in the amount of \$130,000 in association with motorcycle/boat-related costs.
2. Automotive machinery and equipment in the amount of \$71,028.

Decreases in capital outlay funding:

1. \$162,885 in association with office equipment.
2. \$ 9,600 in association with radio costs.

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Sheriff – Corrections (110-511-586)

Mission	The mission of the Leon County Sheriff's Office – Corrections is to provide the highest professional level of effective and efficient detention and correctional services to the residents of Leon County.
Core Objectives	<ol style="list-style-type: none"> 1. Provide care, custody, and control of inmates. 2. Provide medical care for inmates. 3. Administer financial responsibility for medical expenses. 4. Provide transportation of inmates. 5. Provide educational and treatment programs for inmates. 6. Manage inmate work crew programs.
Statutory Responsibilities	F.S. Article V, Chapter 30 – Sheriffs
Advisory Board	Public Safety Coordinating Council

Performance Measures				
Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Number of inmates on average.	1,033	1,051	1,062	1,088
Number of work crew labor hours.	108,440	170,460	144,753	128,657

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Sheriff - Corrections (110-511-586)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	24,913,584	25,803,661	26,563,249	-	26,563,249	28,610,238
Operating	11,241,883	9,975,182	10,100,782	-	10,100,782	10,100,782
Capital Outlay	76,937	255,602	298,258	-	298,258	298,258
Interfund Transfers	628,127	-	-	-	-	-
Sheriff Offset	-	100,000	-	-	-	-
Total Budgetary Costs	36,860,530	36,134,445	36,962,289	-	36,962,289	39,009,278
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
110 Fine and Forfeiture	36,860,530	36,134,445	36,962,289	-	36,962,289	39,009,278
Total Revenues	36,860,530	36,134,445	36,962,289	-	36,962,289	39,009,278
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Major	1.00	1.00	1.00	-	1.00	1.00
Captain	4.00	4.00	4.00	-	4.00	4.00
Lieutenant	8.00	8.00	9.00	-	9.00	9.00
Sergeant	30.00	30.00	30.00	-	30.00	30.00
Correctional Officer	198.00	198.00	198.00	-	198.00	198.00
Correctional Technician	33.00	33.00	33.00	-	33.00	33.00
Administrative Assistant	2.00	1.00	2.00	-	2.00	2.00
Inmate Records Clerk	2.00	2.00	2.00	-	2.00	2.00
Facilities Maintenance Manager	1.00	1.00	1.00	(1.00)	-	-
Maintenance II	1.00	1.00	1.00	(1.00)	-	-
Fiscal OPS Coordinator	1.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance - Electrician	2.00	2.00	2.00	(2.00)	-	-
Facilities Maintenance - General	2.00	2.00	2.00	(2.00)	-	-
Facilities Maintenance - HVAC	1.00	1.00	1.00	(1.00)	-	-
Facilities Maintenance - Plumber	1.00	1.00	1.00	(1.00)	-	-
Inmate Records Specialist	2.00	2.00	2.00	-	2.00	2.00
IT Support Supervisor	1.00	1.00	1.00	-	1.00	1.00
Chief	1.00	1.00	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
Total Full-Time Equivalents (FTE)	294.00	293.00	296.00	(8.00)	288.00	288.00

Leon County Fiscal Year 2021 Tentative Budget**Constitutional****Sheriff - Corrections (110-511-586)**

Note: FY 2019 Actuals and FY 2020 Adopted figures both reflect the transition of detention center maintenance responsibilities from the Sheriff's Office to Facilities Management.

Increases to Program Funding:

The Sheriff's budget (Law Enforcement & Corrections) increased by a total of 5.42%. The increase in Correction's portion of the Sheriff's budget is 2.29% and includes:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0%-5% based on a 3% average.
2. \$1,687,278 related to food services contracts and medical care for inmates.
3. \$165,500 in operating costs, including computer hardware and office supplies.
4. \$3,160 in travel-related costs.

Decreases in program funding:

1. \$1,739,484 in association with facilities maintenance, repair and utilities services due to the transfer of maintenance of the detention facility to Facilities Management. The FY 2019 actuals and FY 2020 adopted budget was adjusted to reflect this transfer to show a true budgetary comparison for FY 2021.

2. \$48,445 for office equipment.

3. Decrease of \$3,500 in association with uniform cleaning costs.

4. \$2,500 for training.

Increases to capital outlay funding:

1. \$24,656 for detention equipment replacement.

2. \$18,000 for kitchen equipment replacement.

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Supervisor of Elections Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	2,333,198	2,988,202	2,564,012	-	2,564,012	2,671,488
Operating	1,582,379	2,453,684	1,838,591	-	1,838,591	1,946,414
Capital Outlay	134,047	43,402	11,000	-	11,000	6,000
Constitutional Payments	250,365	-	-	-	-	-
Total Budgetary Costs	4,299,989	5,485,288	4,413,603	-	4,413,603	4,623,902
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Albert Monitoring Grant (061-953020-513)	3,720	-	-	-	-	-
Elections (060-520-586)	175,256	-	-	-	-	-
Elections (060-521-513)	1,230,714	2,626,968	1,397,673	-	1,397,673	1,555,841
Elections (060-521-586)	75,110	-	-	-	-	-
Elections Security Grant (061-953019-513)	91,309	-	-	-	-	-
Special Elections (060-522-513)	71,739	-	-	-	-	-
Voter Registration (060-520-513)	2,652,142	2,858,320	3,015,930	-	3,015,930	3,068,061
Total Budget	4,299,989	5,485,288	4,413,603	-	4,413,603	4,623,902
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
	95,029	-	-	-	-	-
060 Supervisor of Elections	4,204,960	5,485,288	4,413,603	-	4,413,603	4,623,902
Total Revenues	4,299,989	5,485,288	4,413,603	-	4,413,603	4,623,902
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Voter Registration	19.00	20.00	20.00	-	20.00	20.00
Total Full-Time Equivalentents (FTE)	19.00	20.00	20.00	-	20.00	20.00
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Elections	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalentents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Supervisor of Elections (060-520/521-513)

Mission	The mission of the Supervisor of Elections office is to provide outstanding voter services and accessible elections in Leon County with integrity, transparency, and accuracy.
Core Objectives	<ol style="list-style-type: none"> 1. Conduct all regularly scheduled federal, state, county and municipal elections as well as any special elections as required by the State of Florida, Leon County, City of Tallahassee or special district. 2. Maintain registration records in physical and electronic form via statewide voter registration database. 3. Perform annual address confirmation maintenance via verification of addresses through the national clearing house for postal change of addresses. 4. Perform voter outreach in Leon County at local events and approximately 25 library, school and branch sites by providing access to voter registration material and educating the public on registration, voting and elections. 5. Qualify all candidates for county, municipal or special district office within Leon County. 6. Provide candidates, parties and committees with information on voters including name and address, registration status, demographics and voting history, maps and information such as precinct street maps and lists. 7. Publish election related material and advertising as required by state statute notifying citizens, candidates, political parties and committees of dates of events relating to all elections. 8. Train poll workers for each election as required by state statute. 9. Verification of signatures on candidate and initiative petitions with certification to the State of Florida. 10. Manage voter precinct assignments in response to population changes, legislative redistricting or changes in local jurisdictions including annexations by the City of Tallahassee or the creation of special districts.
Statutory Responsibilities	Florida Constitution; Florida Statutes 97-106 Elections Code; Florida Statute 129.201-129.202; Florida Statutes 189; Florida Statutes 190; The National Voter Registration Act; The Voting Rights Act; The Help America Voter Act of 2002; The Leon County Charter and The City of Tallahassee Charter
Advisory Board	County Canvassing Board

Performance Measures							
Performance Measures	2018 Election Cycle Actuals		2020 Election Cycle Actuals (PPP) and Estimates			2022 Election Cycle Estimates	
	Primary	General	PPP R&D	Primary	General	Primary	General
Number of Registered Voters	206,878	213,195	172,752*	218,000	231,000	225,000	233,000
Number of Voters Who Voted	76,634	141,111	61,117	80,660	189,420	78,750	144,460
Voter Turnout Percentage	37%	66%	35%	37%	82%	35%	62%
Number of Early Voters	18,161	56,119	20,743	19,000	85,000	21,000	65,000
Number of Precinct Poll Workers Deployed	788	863	850	850	850	850	850
Number of Vote-By-Mail Ballots Mailed	31,240	31,463	28,000	34,000**	49,000**	29,000	39,000
Number of Vote-By-Mail Ballots Processed	17,800	27,359	17,230	20,000	42,000	17,000	29,000
Number of Provisional Ballots Cast	83	288	233	75	225	75	225
Number of Provisional Ballots Accepted	43	78	37	50	150	50	150

*Voter Turnout Percentage is based on number of eligible voters who vote. Due to a closed primary, only 172,752 REPS and DEMS were eligible to vote in the 2020 PPP election. ** Vote-By-Mail totals could drastically rise due to COVID-19 pandemic as voters are encouraged to switch from in-person voting to Vote-By-Mail.

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Supervisor of Elections - Voter Registration (060-520-513)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	1,994,986	2,092,055	2,182,507	-	2,182,507	2,257,318
Operating	610,408	751,585	826,423	-	826,423	808,743
Capital Outlay	46,748	14,680	7,000	-	7,000	2,000
Total Budgetary Costs	<u>2,652,142</u>	<u>2,858,320</u>	<u>3,015,930</u>	<u>-</u>	<u>3,015,930</u>	<u>3,068,061</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
060 Supervisor of Elections	2,652,142	2,858,320	3,015,930	-	3,015,930	3,068,061
Total Revenues	<u>2,652,142</u>	<u>2,858,320</u>	<u>3,015,930</u>	<u>-</u>	<u>3,015,930</u>	<u>3,068,061</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Administrative Services Specialist		1.00	-	-	-	-
Elections Systems Specialist	1.00		-	-	-	-
Supervisor of Elections	1.00	1.00	1.00	-	1.00	1.00
Deputy Supervisor of Elections	1.00	1.00	1.00	-	1.00	1.00
Admin. Services Director	1.00	1.00	1.00	-	1.00	1.00
Info. Technology Director	1.00	1.00	1.00	-	1.00	1.00
Voting Systems Manager	1.00	1.00	1.00	-	1.00	1.00
Outreach Manager	1.00	1.00	1.00	-	1.00	1.00
Election Project Manager	1.00	1.00	1.00	-	1.00	1.00
Voter Services Manager	1.00	1.00	1.00	-	1.00	1.00
Voting Systems Technician	2.00	1.00	2.00	-	2.00	2.00
Demographics/GIS Manager	1.00	1.00	1.00	-	1.00	1.00
Voter Services Specialist	-	3.00	3.00	-	3.00	3.00
Election Records Clerk	1.00	1.00	1.00	-	1.00	1.00
Voter Services Specialist	-	1.00	1.00	-	1.00	1.00
Voting Systems Technician II	1.00	2.00	1.00	-	1.00	1.00
Outreach Specialist	1.00	1.00	1.00	-	1.00	1.00
Info. Technology Specialist	-	1.00	1.00	-	1.00	1.00
Admin Services Specialist	-	-	1.00	-	1.00	1.00
Elections Records Specialist	3.00		-	-	-	-
Elections Records Specialist II	1.00		-	-	-	-
Total Full-Time Equivalentents (FTE)	<u>19.00</u>	<u>20.00</u>	<u>20.00</u>	<u>-</u>	<u>20.00</u>	<u>20.00</u>

The Supervisor of Elections budget varies year to year depending on the election cycles. Funding for the Supervisor of Elections increases for Presidential Preference Primary and preparing for the November general election cycle and decreases in off year election cycles. The upcoming FY 2021 cycle is an off cycle.

The major variances for the FY 2021 Supervisor of Election Voter Registration budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation rates, and funding for performance raises to be determined by the Supervisor of Elections.
2. \$44,457 for security software licenses.
3. \$24,600 related to cybersecurity training and other professional certifications.
4. \$19,796 in association with mailing equipment and software leases.
5. \$12,000 in travel costs.
6. Communications costs in the amount of \$7,515 in association with greater phone system utilization.
7. Publications, subscriptions and memberships in the amount of \$1,685.

Decreases in Program Funding:

1. \$54,681 for operating costs, including postage, voter registration promotional activities, and office supplies.

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Supervisor of Elections - Elections (060-520-586)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Constitutional Payments	175,256	-	-	-	-	-
Total Budgetary Costs	175,256	-	-	-	-	-
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
060 Supervisor of Elections	175,256	-	-	-	-	-
Total Revenues	175,256	-	-	-	-	-

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Supervisor of Elections - Elections (060-521-513)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	295,667	896,147	381,505	-	381,505	414,170
Operating	871,282	1,702,099	1,012,168	-	1,012,168	1,137,671
Capital Outlay	63,765	28,722	4,000	-	4,000	4,000
Total Budgetary Costs	1,230,714	2,626,968	1,397,673	-	1,397,673	1,555,841
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
060 Supervisor of Elections	1,230,714	2,626,968	1,397,673	-	1,397,673	1,555,841
Total Revenues	1,230,714	2,626,968	1,397,673	-	1,397,673	1,555,841
OPS Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
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 major variances for the FY 2021 Supervisor of Elections, Elections budget are as follows:

Decreases to program Funding:

1. Personnel Costs in the amount of \$514,642 in association with less OPS seasonal hiring due to the decrease in election activity for the 2020 cycle. Decreases in personnel costs due to the non-Presidential Preference Primary election cycle are offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation rates, and funding for performance raises to be determined by the Supervisor of Elections.
2. Other contractual services in the amount of \$376,697 in association with seasonal temp agency contracts.
3. Printing and binding the amount of \$142,713 for training manuals and pamphlets.
4. Operating costs for office supplies, travel and training, associated with the decrease in elections activity during the non-Presidential Preference Primary election cycle.
5. Promotional Activities in the amount of \$35,900 in association with bill board advertising and TV/radio spots.

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Tax Collector Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Constitutional Payments	5,213,225	5,406,444	5,802,167	-	5,802,167	5,912,373
Total Budgetary Costs	5,213,225	5,406,444	5,802,167	-	5,802,167	5,912,373
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Tax Collector (001-513-586)	4,902,959	5,077,511	5,462,992	-	5,462,992	5,570,252
Tax Collector (123-513-586)	68,619	71,850	72,568	-	72,568	73,294
Tax Collector (135-513-586)	156,149	162,395	162,395	-	162,395	162,395
Tax Collector (145-513-586)	48,227	50,590	59,106	-	59,106	60,288
Tax Collector (162-513-586)	2,299	5,500	5,500	-	5,500	5,500
Tax Collector (164-513-586)	4,563	5,000	5,000	-	5,000	5,000
Tax Collector (401-513-586)	30,409	33,598	34,606	-	34,606	35,644
Total Budget	5,213,225	5,406,444	5,802,167	-	5,802,167	5,912,373
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	4,902,959	5,077,511	5,462,992	-	5,462,992	5,570,252
123 Stormwater Utility	68,619	71,850	72,568	-	72,568	73,294
135 Emergency Medical Services MSTU	156,149	162,395	162,395	-	162,395	162,395
145 Fire Services Fee	48,227	50,590	59,106	-	59,106	60,288
162 CARDS	2,299	5,500	5,500	-	5,500	5,500
164 Special Assessment - Killlearn Lakes Units I	4,563	5,000	5,000	-	5,000	5,000
401 Solid Waste	30,409	33,598	34,606	-	34,606	35,644
Total Revenues	5,213,225	5,406,444	5,802,167	-	5,802,167	5,912,373
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
Total Full-Time Equivalentents (FTE)	86.00	86.00	86.00	-	86.00	86.00

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Tax Collector (001-513-586)

Mission	1. The Leon County Tax Collector's Office informs the public of tax obligations and available services; collects authorized taxes and fees from people and businesses in a fair and professional manner; and efficiently distributes the proceeds in accordance with law to the taxing authorities.
Core Objectives	<ol style="list-style-type: none"> 1. Collect all authorized property taxes and fees within Leon County. 2. Efficiently distribute the collected taxes and fees to the appropriate authorities in accordance with law. 3. Perform responsibilities and provide services to people and businesses in a fair, efficient and courteous fashion. 4. Effectively perform as agents of the Florida Department of Highway Safety and Motor Vehicles and the Florida Fish and Wildlife Conservation Commission. 5. Conveniently serve the public through the provision of duplicate Birth Certificates on behalf of the Florida Department of Health 6. Conveniently serve the public through completion of concealed weapons applications on behalf of Department of Agriculture and Consumer Services.
Statutory Responsibilities	Florida Statutes, Chapters 192, 197, 218, 319, 320 and 322
Advisory Board	None

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Tax Collector - Tax Collector (001-513-586)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Constitutional Payments	4,902,959	5,077,511	5,462,992	-	5,462,992	5,570,252
Total Budgetary Costs	4,902,959	5,077,511	5,462,992	-	5,462,992	5,570,252
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	4,902,959	5,077,511	5,462,992	-	5,462,992	5,570,252
Total Revenues	4,902,959	5,077,511	5,462,992	-	5,462,992	5,570,252
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
Total Full-Time Equivalents (FTE)	86.00	86.00	86.00	-	86.00	86.00

The County budget allocation is not the entire Tax Collector's budget, but only the portion relative to statutorily charged commissions paid by the County.

This budget reflects estimated commission payments based on a 6.78% increase in property values and the related collection of ad valorem taxes. In addition to property taxes levied by the County, Florida Statutes requires the County to pay all commissions related to the collection of School Board ad valorem taxes. The FY21 increase in the Tax Collector's budget is \$385,481.

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Tax Collector - Tax Collector (123-513-586)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Constitutional Payments	68,619	71,850	72,568	-	72,568	73,294
Total Budgetary Costs	68,619	71,850	72,568	-	72,568	73,294
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
123 Stormwater Utility	68,619	71,850	72,568	-	72,568	73,294
Total Revenues	68,619	71,850	72,568	-	72,568	73,294

Notes:

The budget reflects estimated commission payments associated with the collection of the non ad valorem stormwater assessment.

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Tax Collector - Tax Collector (135-513-586)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Constitutional Payments	156,149	162,395	162,395	-	162,395	162,395
Total Budgetary Costs	156,149	162,395	162,395	-	162,395	162,395
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
135 Emergency Medical Services MSTU	156,149	162,395	162,395	-	162,395	162,395
Total Revenues	156,149	162,395	162,395	-	162,395	162,395

Notes:

This budget reflects estimated commission payments associated with the collection of Emergency Medical Services MSTU ad valorem taxes.

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Tax Collector - Tax Collector (145-513-586)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Constitutional Payments	48,227	50,590	59,106	-	59,106	60,288
Total Budgetary Costs	48,227	50,590	59,106	-	59,106	60,288
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
145 Fire Services Fee	48,227	50,590	59,106	-	59,106	60,288
Total Revenues	48,227	50,590	59,106	-	59,106	60,288

Notes:

This budget reflects estimated commission payments associated with the collection of the non ad valorem fire service assessment.

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Tax Collector - Tax Collector (162-513-586)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Constitutional Payments	2,299	5,500	5,500	-	5,500	5,500
Total Budgetary Costs	2,299	5,500	5,500	-	5,500	5,500
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
162 County Accepted Roadways and Drainage Systems Program (CARDS) (162)	2,299	5,500	5,500	-	5,500	5,500
Total Revenues	2,299	5,500	5,500	-	5,500	5,500

Notes:

The budget reflects estimated commission payments associated with the collection of the special assessments on subdivision lots associated with County infrastructure improvements, primarily roadway and associated stormwater improvements.

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Tax Collector - Tax Collector (164-513-586)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Constitutional Payments	4,563	5,000	5,000	-	5,000	5,000
Total Budgetary Costs	4,563	5,000	5,000	-	5,000	5,000
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
164 Special Assessment - Killlearn Lakes Units I and II Sewer	4,563	5,000	5,000	-	5,000	5,000
Total Revenues	4,563	5,000	5,000	-	5,000	5,000

Notes:

The budget reflects estimated commission payments associated with the collection of the special assessments on subdivision lots associated with County infrastructure improvements, specifically the sewer system in Killlearn Lakes Unit I & II.

Leon County Fiscal Year 2021 Tentative Budget

Constitutional

Tax Collector - Tax Collector (401-513-586)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Constitutional Payments	30,409	33,598	34,606	-	34,606	35,644
Total Budgetary Costs	30,409	33,598	34,606	-	34,606	35,644
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
401 Solid Waste	30,409	33,598	34,606	-	34,606	35,644
Total Revenues	30,409	33,598	34,606	-	34,606	35,644

Notes:

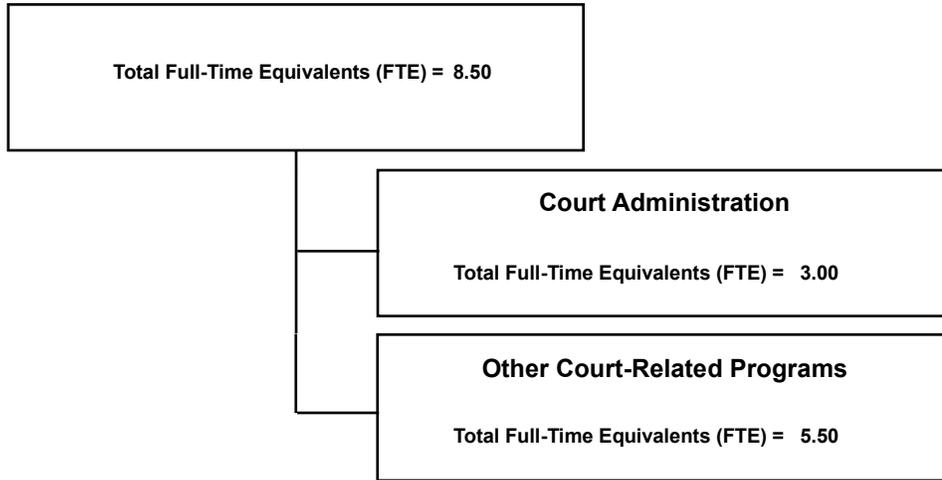
This budget reflects estimated commission payments associated with the collection of the unincorporated area solid waste disposal non ad valorem assessment.

Leon County Fiscal Year 2021 Tentative Budget**Judicial**

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Leon County Fiscal Year 2021 Tentative Budget

Judicial



Leon County Fiscal Year 2021 Tentative Budget

Judicial

Executive Summary

The Judicial section of the Leon County FY 2021 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 46,415 jail beds and \$3.9 million in costs will be avoided in FY 2021 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 3.0% of graduates will re-offend in FY 2021.

Beginning in FY 2016, at the request of the Court Administration, the Board approved the creation of the Veteran's Court, which will be funded annually by the State of Florida. The Veteran's Court provides felony and/or misdemeanor pretrial or post-adjudicatory veterans' treatment intervention programs to address the substance abuse and/or mental health treatment needs of veterans and service members charged with, on probation or community control for criminal offenses. An estimated 33 defendants will be served by the Veteran's Court in FY 2021.

In FY 2019, the State Attorney's Office established a new diversion program to address minor offenses through community interventions. The State Attorney's Office will receive and handle approximately 5,800 felony referrals, 975 juvenile referrals, and 7,150 misdemeanor referrals in FY 2021. The State Attorney Office continues to provide efficient and effective prosecution and dispositions of all felony, misdemeanor, and juvenile criminal cases referred. The County continues to provide additional funding support for first appearance attorneys to assist in reducing the jail population.

The Public Defender's Office estimates a total of 10,750 cases to be closed in FY 2021. 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 2021, Guardian Ad Litem will represent approximately 846 children who are residents of Leon County.

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	518,610	563,105	572,769	-	572,769	589,318
Operating	209,439	268,855	275,833	(97)	275,736	277,290
Capital Outlay	-	51,490	51,395	-	51,395	51,680
Grants-in-Aid	301,248	311,404	308,895	-	308,895	309,180
Total Budgetary Costs	1,029,297	1,194,854	1,208,892	(97)	1,208,795	1,227,468
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Court Administration	212,352	218,424	231,633	(1,269)	230,364	237,478
Other Court-Related Programs	561,752	685,905	681,459	-	681,459	693,018
State Attorney	98,974	132,120	130,950	-	130,950	130,950
Public Defender	136,030	134,980	141,745	-	141,745	141,745
Guardian Ad Litem	20,189	23,425	23,105	1,172	24,277	24,277
Total Budget	1,029,297	1,194,854	1,208,892	(97)	1,208,795	1,227,468
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	232,541	241,849	254,738	(97)	254,641	261,755
110 Fine and Forfeiture	492,504	527,014	530,195	-	530,195	530,195
114 Family Law Legal Services	58,144	71,099	73,422	-	73,422	75,855
117 Judicial Programs	246,108	354,892	350,537	-	350,537	359,663
Total Revenues	1,029,297	1,194,854	1,208,892	(97)	1,208,795	1,227,468
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Court Administration	2.72	3.00	3.00	-	3.00	3.00
Other Court-Related Programs	5.78	5.50	5.50	-	5.50	5.50
Total Full-Time Equivalentents (FTE)	8.50	8.50	8.50	-	8.50	8.50

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Court Administration (001-540-601)

Goal	The goal of the Office of Court Administration's Criminal Court Case Management Unit is to provide judicial case management for all cases in Leon County's criminal justice system in an effort to reduce delays in case disposition and/or defendant release.
Objectives	<p>Criminal Case Management:</p> <ol style="list-style-type: none"> 1. Oversight and supervision of Mental Health dockets, Veterans Treatment Court, and Felony Drug Court. 2. Performs early identification of all veterans and persons diagnosed with a mental illness booked into the Leon County Detention facility. 3. Provides judicial case management services for all in custody defendants. Specifically, those defendants who are 1) diagnosed with a mental illness, 2) participating in the Leon County Felony Drug Court program, or 3) participating in the Leon County Veterans Treatment Court program. 4. Reviews, enhances and coordinates all criminal court processes. 5. Attends the Criminal Justice Coordinating Committee (CJCC) and the Public Safety Coordinating Council (PSCC). 6. Provides training and oversight of court approved risk assessment tools. 7. Coordinates bi-weekly multi-disciplinary team staffing for all adult specialty courts and/or dockets. 8. Provides weekly, bi-weekly, and monthly case ageing reports to court parties. 9. Serves as Court Liaison for jail population review and management with all outside agencies. 10. Coordinates and facilitates the Big Bend Crisis Intervention Team (CIT) training program.
Statutory Responsibilities	Florida Constitution; Florida Statutes, Chapters 29 "Court System Funding" *Chapter 34 "County Courts" *Chapter 38 "Judges: General Provisions" *Chapter 39 "Judicial: Proceedings Relating to Children" *Chapter 40 "Jurors & Payment of Jurors & Witnesses" *Chapter 43 "General Provisions: Courts"
Advisory Board	Criminal Justice Coordinating Committee; Public Safety Coordinating Council; Justice Information System Users Group, and attendant at First Steps board meetings.

Performance Measures				
Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Number of Jail Beds Avoided Due to Criminal Case Management Unit Intervention.	39,284	50,304	41,405	46,415
Estimated Cost Avoidance Due to Criminal Case Management Unit Intervention. ¹	\$2.94 million	\$4.24 million	\$3.49 million	\$3.9 million
Number of Defendants Ordered to a Psychiatric Facility for Stabilization.	63	63	75	70
Number of Defendants Found to be Incompetent to Proceed.	125	115	125	120
Number of Defendants served by Veterans Treatment Court (VTC).	36	35	30	33
Number of Defendants served by Felony Drug Court (FDC).	85	75	52	64

Notes:

¹ Cost per day for the jail used in calculations is \$84.43. FY 2019 saw a significant increase; staff estimates that this was an anomaly and forecasts a return to a more normal trajectory with incremental increases in FY 2020 and FY 2021.

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Court Administration Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	189,474	186,028	198,892	-	198,892	204,737
Operating	22,878	32,396	32,741	(1,269)	31,472	32,741
Total Budgetary Costs	212,352	218,424	231,633	(1,269)	230,364	237,478
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Court Administration (001-540-601)	201,628	206,609	219,473	(1,269)	218,204	225,318
Court Information Systems (001-540-713)	10,724	11,815	12,160	-	12,160	12,160
Total Budget	212,352	218,424	231,633	(1,269)	230,364	237,478
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	212,352	218,424	231,633	(1,269)	230,364	237,478
Total Revenues	212,352	218,424	231,633	(1,269)	230,364	237,478
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Court Administration	2.72	3.00	3.00	-	3.00	3.00
Total Full-Time Equivalents (FTE)	2.72	3.00	3.00	-	3.00	3.00

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Court Administration - Court Administration (001-540-601)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	189,474	186,028	198,892	-	198,892	204,737
Operating	12,154	20,581	20,581	(1,269)	19,312	20,581
Total Budgetary Costs	<u>201,628</u>	<u>206,609</u>	<u>219,473</u>	<u>(1,269)</u>	<u>218,204</u>	<u>225,318</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	201,628	206,609	219,473	(1,269)	218,204	225,318
Total Revenues	<u>201,628</u>	<u>206,609</u>	<u>219,473</u>	<u>(1,269)</u>	<u>218,204</u>	<u>225,318</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Detention Review Coordinator	-	1.00	1.00	-	1.00	1.00
Criminal Court Specialist	1.00	1.00	1.00	-	1.00	1.00
Criminal Court Coordinator	1.00	1.00	1.00	-	1.00	1.00
Trial Court Marshal	0.72	-	-	-	-	-
Total Full-Time Equivalentents (FTE)	<u>2.72</u>	<u>3.00</u>	<u>3.00</u>	<u>-</u>	<u>3.00</u>	<u>3.00</u>

The major variances for the FY 2021 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 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0%-5% based on a 3% average.

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Court Administration - Court Information Systems (001-540-713)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	10,724	11,815	12,160	-	12,160	12,160
Total Budgetary Costs	10,724	11,815	12,160	-	12,160	12,160
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	10,724	11,815	12,160	-	12,160	12,160
Total Revenues	10,724	11,815	12,160	-	12,160	12,160

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.

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

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Other Court-Related Programs Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	255,136	303,077	299,877	-	299,877	310,581
Operating	5,369	19,934	21,292	-	21,292	21,577
Capital Outlay	-	51,490	51,395	-	51,395	51,680
Grants-in-Aid	301,248	311,404	308,895	-	308,895	309,180
Total Budgetary Costs	561,752	685,905	681,459	-	681,459	693,018
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Alternative Juvenile Programs (117-509-569)	60,304	64,352	58,033	-	58,033	59,998
Court Administration - Teen Court (114-586-662)	58,144	71,099	73,422	-	73,422	75,855
Judicial Programs/Article V (117-548-662)	142,057	187,560	189,714	-	189,714	196,305
Law Library (117-546-714)	-	51,490	51,395	-	51,395	51,680
Legal Aid - Court (117-555-715)	43,748	51,490	51,395	-	51,395	51,680
Legal Aid (110-555-715)	257,500	259,914	257,500	-	257,500	257,500
Total Budget	561,752	685,905	681,459	-	681,459	693,018
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
110 Fine and Forfeiture	257,500	259,914	257,500	-	257,500	257,500
114 Family Law Legal Services	58,144	71,099	73,422	-	73,422	75,855
117 Judicial Programs	246,108	354,892	350,537	-	350,537	359,663
Total Revenues	561,752	685,905	681,459	-	681,459	693,018
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Court Administration - Teen Court	2.15	1.15	1.15	-	1.15	1.15
Alternative Juvenile Programs	1.00	1.00	1.00	-	1.00	1.00
Judicial Programs/Article V	2.63	3.35	3.35	-	3.35	3.35
Total Full-Time Equivalentents (FTE)	5.78	5.50	5.50	-	5.50	5.50

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Other Court-Related Programs - Legal Aid (110-555-715)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Grants-in-Aid	257,500	259,914	257,500	-	257,500	257,500
Total Budgetary Costs	257,500	259,914	257,500	-	257,500	257,500
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
110 Fine and Forfeiture	257,500	259,914	257,500	-	257,500	257,500
Total Revenues	257,500	259,914	257,500	-	257,500	257,500

In 2016 the Board approved additional funding in the amount of \$125,000 for Legal Services of North Florida for an attorney and an administrative assistant for a maximum of five years due to funding decreases from federal and state resources. These funds have not returned to pre-recession levels and the additional funding was continued in FY 2021. The remaining Legal Aid funding is budgeted in Other Court –Related Programs.

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Court Administration – Teen Court (114-586-662)

Goal	The goal of Teen Court is to have clients face a jury of their peers, receive a fair and just sentence for their crime, complete the educational sanctions imposed by the Teen Court jury, learn from their mistakes, set goals for themselves, and make better decisions in the future.
Objectives	<ol style="list-style-type: none"> 1. Provide a forum whereby youthful offenders are "sentenced" by a court of their peers. 2. Provide sanctions to offenders through sentencing hearings. 3. Provide professional, educational, and counseling services and/or referrals to clients of the program. 4. Provide training for teens to serve as prosecution and defense attorneys, as well as bailiffs, clerks and videographers. 5. Provide educational/crime prevention/victim's awareness components to clients.
Statutory Responsibilities	Florida Statutes, Chapter 938.19. Assessment of additional court costs; Leon County Ordinance Sec. 7-28(c).
Advisory Board	Teen Court is a member of the Florida Association of Teen Courts, as well as a participant in the National Youth Court Association. Collectively, program staff participates with the Integrated Juvenile Services Staffing team at the Juvenile Assessment Center (JAC) and The Youth Development Council.

Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimates	FY 2021 Estimates ⁴
Number of Cases Referred to Teen Court.	69	57	73	63
Number of Hours Active Officers Have Served. ¹	1,182	999	1,082	1,091
Number of Hours Teen Volunteers Have Served as Jurors.	2,931	2,609	2,649	2,770
Number of Volunteer Service Hours Contributed. ²	4,489	3,841	4,246	4,165
Number of Successful Completions.	55	44	58	50
Percentage of Re-Offenders (Recidivism). ³	3.7%	2.3%	3.5%	3.0%

Notes:

1. Officers refers to Teens (students) volunteering from Leon County School district high schools serving as officers (e.g. attorneys, clerks, and bailiff positions) in actual teen court proceedings.
2. The number of volunteer service hours contributed reflects both the number of hours a youth participates and the number of adult volunteer hours.
3. Teen Court recidivism rates will be reported on graduates that re-offend within one year of completing the program.
4. FY 2021 Estimates are calculated using the average for Actual Numbers in 2018 and 2019

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Other Court-Related Programs - Court Administration - Teen Court (114-586-662)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	53,863	60,225	61,950	-	61,950	64,098
Operating	4,281	10,874	11,472	-	11,472	11,757
Total Budgetary Costs	58,144	71,099	73,422	-	73,422	75,855
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
114 Family Law Legal Services	58,144	71,099	73,422	-	73,422	75,855
Total Revenues	58,144	71,099	73,422	-	73,422	75,855
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Case Coordinator	1.00		-	-	-	-
Teen Court Dir./Volunteer Coord.	0.58	0.58	0.58	-	0.58	0.58
Teen Court Education Coord.	0.57	0.57	0.57	-	0.57	0.57
Total Full-Time Equivalents (FTE)	2.15	1.15	1.15	-	1.15	1.15

The major variances for the FY 2021 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 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0%-5% based on a 3% average.

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Other Court-Related Programs - Alternative Juvenile Programs (117-509-569)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	58,749	61,050	54,731	-	54,731	56,696
Operating	1,555	3,302	3,302	-	3,302	3,302
Total Budgetary Costs	60,304	64,352	58,033	-	58,033	59,998
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
117 Judicial Programs	60,304	64,352	58,033	-	58,033	59,998
Total Revenues	60,304	64,352	58,033	-	58,033	59,998
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
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 2021 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 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0%-5% based on a 3% average.

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Other Court-Related Programs - Law Library (117-546-714)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Capital Outlay	-	51,490	51,395	-	51,395	51,680
Total Budgetary Costs	-	51,490	51,395	-	51,395	51,680
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
117 Judicial Programs	-	51,490	51,395	-	51,395	51,680
Total Revenues	-	51,490	51,395	-	51,395	51,680

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 2021 Tentative Budget

Judicial

Other Court-Related Programs - Judicial Programs/Article V (117-548-662)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	142,524	181,802	183,196	-	183,196	189,787
Operating	(467)	5,758	6,518	-	6,518	6,518
Total Budgetary Costs	142,057	187,560	189,714	-	189,714	196,305
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
117 Judicial Programs	142,057	187,560	189,714	-	189,714	196,305
Total Revenues	142,057	187,560	189,714	-	189,714	196,305
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Teen Court Dir./Volunteer Coord.	0.42	0.42	0.42	-	0.42	0.42
Teen Court Education Coord.	0.43	0.43	0.43	-	0.43	0.43
Trial Court Marshal	0.28	1.00	1.00	-	1.00	1.00
Court Liaison Officer	0.50	0.50	0.50	-	0.50	0.50
Integrated Computer Sys. Int Dev	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	2.63	3.35	3.35	-	3.35	3.35

On June 8, 2004 the Board of County Commissioners authorized the imposition of a \$65 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the \$65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be spent in subsequent fiscal years for the funding of either state or local requirements. Increase in program costs are offset the use of fund balance to support program expenditures.

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 2%, increase in workers' compensation rates, and funding for performance raises in a range of 0%-5% based on a 3% average.

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Other Court-Related Programs - Legal Aid - Court (117-555-715)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Grants-in-Aid	43,748	51,490	51,395	-	51,395	51,680
Total Budgetary Costs	43,748	51,490	51,395	-	51,395	51,680
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
117 Judicial Programs	43,748	51,490	51,395	-	51,395	51,680
Total Revenues	43,748	51,490	51,395	-	51,395	51,680

On June 8, 2004 the Board of County Commissioners authorized the imposition of a \$65 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the \$65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be utilized in subsequent fiscal years for the funding of either State or local requirements. Program expenditures were reduced in preparation for the decline in projected revenue, primarily due to fewer traffic citations being issued.

Leon County Fiscal Year 2021 Tentative Budget

Judicial

State Attorney Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	61,974	95,120	93,950	-	93,950	93,950
Total Budgetary Costs	98,974	132,120	130,950	-	130,950	130,950
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
State Attorney (110-532-602)	84,274	118,600	118,600	-	118,600	118,600
State Attorney (110-532-713)	14,700	13,520	12,350	-	12,350	12,350
Total Budget	98,974	132,120	130,950	-	130,950	130,950
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
110 Fine and Forfeiture	98,974	132,120	130,950	-	130,950	130,950
Total Revenues	98,974	132,120	130,950	-	130,950	130,950

Leon County Fiscal Year 2021 Tentative Budget

Judicial

State Attorney (110-532-602)

Goal	The Mission of the State Attorney's Office for the Second Judicial Circuit is to serve the community through reducing crime and helping to mitigate the catastrophic impact that crime has on victims and offenders, their families, and society as a whole. This includes proactively addressing the causes of criminal behavior, working to achieve justice after a crime has been committed, and using creative strategies to lower recidivism.
Objectives	<ol style="list-style-type: none"> 1. Provide personnel and procedures to perform all duties and functions for intake, investigation, and prosecution of felony, misdemeanor, juvenile criminal cases as well as other statutory obligations such as motions to which the State is a party. 2. Facilitating the function of the Grand Jury and serving as legal advisor to the Grand Jury. 3. Assist all law enforcement agencies with legal and investigative assistance upon request. 4. Represent the State of Florida in all suits, applications, civil, and criminal motions made within this circuit to which the State of Florida is a party. 5. Collaborate with community partners in order to make referrals for support services and to provide diversion programs.
Statutory Responsibilities	Florida Statutes 27 and 29.008
Advisory Board	None

Performance Measures*				
Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Number of Felony Cases filed.	5,258	5,275	5,300	5,800
Number of Juvenile Cases filed.	885	840	885	975
Number of Misdemeanor Cases filed.	6,868	6,479	6,500	7,150

Leon County Fiscal Year 2021 Tentative Budget

Judicial

State Attorney - State Attorney (110-532-602)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	47,274	81,600	81,600	-	81,600	81,600
Total Budgetary Costs	84,274	118,600	118,600	-	118,600	118,600
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
110 Fine and Forfeiture	84,274	118,600	118,600	-	118,600	118,600
Total Revenues	84,274	118,600	118,600	-	118,600	118,600

The FY 2021 State Attorney budget is recommended at the same funding level as the previous fiscal year.

Leon County Fiscal Year 2021 Tentative Budget

Judicial

State Attorney - State Attorney (110-532-713)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	14,700	13,520	12,350	-	12,350	12,350
Total Budgetary Costs	14,700	13,520	12,350	-	12,350	12,350
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
110 Fine and Forfeiture	14,700	13,520	12,350	-	12,350	12,350
Total Revenues	14,700	13,520	12,350	-	12,350	12,350

As part of the Article V funding requirement, expenses for communication costs are budgeted in State Attorney Information Systems and the actual expenses will be reported separately each year.

The major variances for the FY 2021 State Attorney Information Systems budget are as follows:

Decreases to Program Funding:

1. Communications in the amount of \$1,170 associated with the allocation of phone system costs, which are evaluated annually.

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Public Defender Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	99,030	97,980	104,745	-	104,745	104,745
Total Budgetary Costs	136,030	134,980	141,745	-	141,745	141,745
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Public Defender (110-533-603)	118,165	118,525	118,525	-	118,525	118,525
Public Defender (110-533-713)	17,865	16,455	23,220	-	23,220	23,220
Total Budget	136,030	134,980	141,745	-	141,745	141,745
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
110 Fine and Forfeiture	136,030	134,980	141,745	-	141,745	141,745
Total Revenues	136,030	134,980	141,745	-	141,745	141,745

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Public Defender (110-533-603)

Goal	The Public Defender protects the constitutional and statutory rights of all citizens through the effective criminal legal representation of court appointed clients.
Objectives	<ol style="list-style-type: none"> 1. Represent indigent clients charged with criminal offenses filed in Circuit, County, Juvenile, and Traffic Court. 2. Represent indigent clients with cases on appeal to the First District Court of Appeal, Florida Supreme Court, and the United States Supreme Court. 3. Represent indigent clients in civil commitment proceedings under the Jimmy Ryce Act and the Baker Act.
Statutory Responsibilities	Florida Statute, Chapter 27.51 and Florida Statute 29.008
Advisory Board	None

Performance Measures

Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Number of Total Appointed/Reopened Cases.	10,492	10,394	10,500	10,750
Number of Cases Pled.	5,009	4,644	5,000	5,000
Number of Nolle Prossed/Dismissed Cases.	382	555	600	615
Number of Total Cases Closed.	9,972	9,602	10,000	10,100
Number of Substantiated Bar Grievances.	0	0	0	0
Number of Appellate Clients Represented.	1,049	1,130	1,175	1200
Number of Appellate Briefs Filed.	1,209	1,267	1,320	1,350

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Public Defender - Public Defender (110-533-603)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	81,165	81,525	81,525	-	81,525	81,525
Total Budgetary Costs	118,165	118,525	118,525	-	118,525	118,525
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
110 Fine and Forfeiture	118,165	118,525	118,525	-	118,525	118,525
Total Revenues	118,165	118,525	118,525	-	118,525	118,525

The FY 2021 Public Defender's budget is recommended at the same funding level as the previous fiscal year.

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Public Defender - Public Defender (110-533-713)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	17,865	16,455	23,220	-	23,220	23,220
Total Budgetary Costs	17,865	16,455	23,220	-	23,220	23,220
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
110 Fine and Forfeiture	17,865	16,455	23,220	-	23,220	23,220
Total Revenues	17,865	16,455	23,220	-	23,220	23,220

As part of the Article V funding requirement, expenses for communication costs are budgeted in Public Defender Information Systems and the actual expenses will be reported separately each year.

The major variances for the FY 2021 Public Defender Information Systems budget are as follows:

Increases to Program Funding:

1. Communications in the amount of \$6,765 associated with the allocation of phone system costs, which are evaluated annually.

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Guardian Ad Litem Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	20,189	23,425	23,105	1,172	24,277	24,277
Total Budgetary Costs	20,189	23,425	23,105	1,172	24,277	24,277
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
GAL Information Systems (001-547-713)	2,770	2,715	2,395	-	2,395	2,395
Guardian Ad Litem (001-547-685)	17,419	20,710	20,710	1,172	21,882	21,882
Total Budget	20,189	23,425	23,105	1,172	24,277	24,277
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	20,189	23,425	23,105	1,172	24,277	24,277
Total Revenues	20,189	23,425	23,105	1,172	24,277	24,277

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Guardian Ad Litem (001-547-685)

Goal	The mission of the Guardian ad Litem Program is to advocate for the best interests of children who are alleged to be abused, neglected or abandoned, and who are involved in court proceedings.
Objectives	<ol style="list-style-type: none"> 1. Provide children with legal representation and advocacy services. 2. Preserve children's physical safety and emotional well-being and protect children from further harm. 3. Make verbal and written recommendations for children's permanent placement in a stable and nurturing home environment. 4. Attend trials, hearings, staffing, and mediations.
Statutory Responsibilities	Florida Statutes, Chapter 39.402(8) (c)(1) "Placement of Child in Shelter"; Chapter 39.802(2)(a) "Petition for Termination of Parental Rights"; Chapter 39.822 "Appointment of Guardian Ad Litem"; Chapter 39.407(5) Dependency Case Referral to Mediation".
Advisory Board	None

Performance Measures				
Performance Measures	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Estimate	FY 2021 Estimate
Number of Leon County Cases. ¹	391	546	573	601
Number of Leon County Children Served. ²	655	768	806	846
Number of Volunteers. ³	408	402	394	409

- Notes:
1. FY 2019 saw a large increase in the number of children served due to the number of children removed from their home.
 2. In FY 2020, staff anticipates numbers will increase due to family dynamics and the economy from the COVID-19 pandemic.
 3. FY 2020 has seen a decrease in volunteer recruitment and a decrease in volunteer inquiries due to the COVID-19 pandemic. In FY 2021, Guardian ad Litem will focus our recruitment and training more in the outlying counties. In addition to the weekday and Saturday training in Leon County, training is conducting on-line.

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Guardian Ad Litem - Guardian Ad Litem (001-547-685)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	17,419	20,710	20,710	1,172	21,882	21,882
Total Budgetary Costs	17,419	20,710	20,710	1,172	21,882	21,882
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	17,419	20,710	20,710	1,172	21,882	21,882
Total Revenues	17,419	20,710	20,710	1,172	21,882	21,882

The major variances for the FY 2021 Guardian Ad Litem budget are as follows:

Increases to Program Funding:

1. Parking costs in the amount of \$1,172.

Leon County Fiscal Year 2021 Tentative Budget

Judicial

Guardian Ad Litem - GAL Information Systems (001-547-713)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	2,770	2,715	2,395	-	2,395	2,395
Total Budgetary Costs	2,770	2,715	2,395	-	2,395	2,395
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	2,770	2,715	2,395	-	2,395	2,395
Total Revenues	2,770	2,715	2,395	-	2,395	2,395

The major variances for the FY 2021 Guardian Ad Litem GAL Information Systems are as follows:

Decreases to program funding:

1. Costs related to communications and phone system charges, that are reviewed and allocated annually, are budgeted separately due to Article V reporting requirements.

Leon County Fiscal Year 2021 Tentative Budget**Non-Operating**

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Leon County Fiscal Year 2021 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.

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	656,747	522,210	664,161	-	664,161	683,921
Operating	14,485,223	21,219,913	22,611,062	842,826	23,453,888	23,999,459
Capital Outlay	117,309	137,509	137,509	-	137,509	137,509
Grants-in-Aid	27,565,398	4,904,729	4,440,842	268,589	4,709,431	4,902,931
Budgeted Reserves	-	324,003	908,541	-	908,541	3,889,492
Total Budgetary Costs	42,824,677	27,108,364	28,762,115	1,111,415	29,873,530	33,613,312

Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Line Item Funding	158,416	100,000	100,000	-	100,000	100,000
Fire Control	2,593,832	8,335,217	8,834,283	-	8,834,283	8,930,868
Cost Allocations	-	-	-	-	-	-
Risk Allocations	1,002,008	1,091,566	1,149,545	-	1,149,545	1,155,104
Risk Financing & Workers Comp	3,440,216	3,538,278	3,842,403	-	3,842,403	3,879,026
Communications	2,980,471	3,119,503	3,608,376	-	3,608,376	3,662,653
Budgeted Reserves	22,974,857	324,003	908,541	-	908,541	3,889,492
Other Non-Operating	7,084,903	7,703,336	7,422,406	842,826	8,265,232	8,672,762
Consolidated Dispatch Agency (CDA)	2,589,974	2,896,461	2,896,561	268,589	3,165,150	3,323,407
Total Budget	42,824,677	27,108,364	28,762,115	1,111,415	29,873,530	33,613,312

Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	22,876,660	(381,227)	(93,866)	781,498	687,632	810,586
060 Supervisor of Elections	32,068	44,781	44,432	-	44,432	44,520
106 Transportation Trust	1,873,927	1,923,772	1,929,207	-	1,929,207	1,984,802
110 Fine and Forfeiture	4,077,877	4,788,301	4,412,329	268,589	4,680,918	4,875,386
111 Probation Services	658,065	650,829	670,166	-	670,166	689,393
114 Family Law Legal Services	9,650	9,650	11,333	-	11,333	11,343
116 Drug Abuse Trust	42,759	89,040	93,227	-	93,227	97,609
117 Judicial Programs	2,242	2,242	2,641	-	2,641	2,657
120 Building Inspection	393,622	434,707	495,072	-	495,072	509,184
121 Development Support & Environmental Managment Fund	634,676	619,585	635,534	-	635,534	653,689
123 Stormwater Utility	428,074	432,086	559,816	-	559,816	576,013
125 Grants	1,787	91,787	91,844	-	91,844	91,862
130 9-1-1 Emergency Communications	40,000	50,000	63,000	-	63,000	65,000
131 Radio Communication Systems	4,000	5,000	-	-	-	-
135 Emergency Medical Services MSTU	1,358,283	1,469,230	1,596,405	-	1,596,405	3,141,577
140 Municipal Service	2,046,941	2,325,404	2,369,848	61,328	2,431,176	2,520,870
145 Fire Services Fee	2,618,832	8,366,217	8,867,283	-	8,867,283	10,564,868
160 Tourism Development	253,788	284,186	289,940	-	289,940	303,995
164 Special Assessment - Killlearn Lakes Units I and II Sewer	223,854	232,500	232,500	-	232,500	232,500
165 County Government Annex	63,594	63,594	96,162	-	96,162	64,613
166 Huntington Oaks Plaza	18,456	20,456	60,785	-	60,785	54,359
401 Solid Waste	627,429	620,752	1,074,599	-	1,074,599	1,008,666
501 Insurance Service	3,472,439	3,596,691	3,879,928	-	3,879,928	3,916,167
502 Communications Trust	1,054,355	1,357,168	1,368,186	-	1,368,186	1,381,868
505 Motor Pool	11,299	11,613	11,744	-	11,744	11,785

Leon County Fiscal Year 2021 Tentative Budget

Non-Operating

Total Revenues	<u>42,824,677</u>	<u>27,108,364</u>	<u>28,762,115</u>	<u>1,111,415</u>	<u>29,873,530</u>	<u>33,613,312</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Other Non-Operating	4.50	4.50	4.50	-	4.50	4.50
Total Full-Time Equivalents (FTE)	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>	<u>-</u>	<u>4.50</u>	<u>4.50</u>

Leon County Fiscal Year 2021 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 2021, the Board approved the allocation of line item funding as follows:

Homeless Shelter (Capital Costs) \$100,000 (Additional Year 2 of 5 year commitment)

Event Sponsorships

County Tabling at Community Events \$25,000
 Dr. Martin Luther King Celebration \$4,500
 Celebrate America 4th of July Celebration \$2,500
 Frenchtown Soul Santa \$2,500
 Walker Ford Soul Santa \$1,500
 NAACP Freedom Fund Banquet \$1,000

Agencies previously budgeted in this section of budget were evaluated and, based on the reviews; the remaining agencies were realigned to the respective departments for the administration of contracts:

Office of Human Services and Community Partnerships

United Partners for Human Services \$23,750
 Whole Child Leon Project \$38,000

Office of Strategic Initiatives

Oasis Center/Commission on Status for Women \$20,000

Office of Management and Budget

Tallahassee Trust for Historic Preservation \$63,175

Office of Sustainability

Sustainable Tallahassee \$8,800

Office of Intervention and Detention Alternatives

DISC Village/Juvenile Assessment Center \$222,759
 Domestic Violence Coordinating Council \$25,000

Parks and Recreation

Tallahassee Senior Citizens Foundation \$179,000

Animal Control

St. Francis Wildlife Association \$71,250

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Grants-in-Aid	158,416	100,000	100,000	-	100,000	100,000
Total Budgetary Costs	158,416	100,000	100,000	-	100,000	100,000
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Line Item - Human Service Agencies (001-888-569)	158,416	100,000	100,000	-	100,000	100,000
Total Budget	158,416	100,000	100,000	-	100,000	100,000
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	158,416	100,000	100,000	-	100,000	100,000
Total Revenues	158,416	100,000	100,000	-	100,000	100,000

Leon County Fiscal Year 2021 Tentative Budget

Non-Operating

Line Item Funding - Line Item - Human Service Agencies (001-888-569)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Grants-in-Aid	158,416	100,000	100,000	-	100,000	100,000
Total Budgetary Costs	158,416	100,000	100,000	-	100,000	100,000
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	158,416	100,000	100,000	-	100,000	100,000
Total Revenues	158,416	100,000	100,000	-	100,000	100,000

Funding associated with the County's commitment to fund a portion of the capital costs associated with the relocation of the homeless shelter has ended. An additional \$100,000 per year over a five-year period was approved by the Board at the April 23, 2019 budget workshop contingent on the City providing the same amount of funding. The City has included this funding in their FY 2020 preliminary budget. Funding will assist with capital construction debt service cost of the facility.

Leon County Fiscal Year 2021 Tentative Budget

Non-Operating

Fire Control Summary

During FY 2009, the County entered into an interlocal agreement for a functionally consolidated Fire and Emergency Medical Services program with the City of Tallahassee. In FY 2010, the Board approved placing the fire service on the tax bill for property owners who did not pay the fee via the established billing system. Direct billing by the City of Tallahassee is still the primary source for the collection of this fee. The original fire service fee was adopted by resolution on June 9, 2009. A new fire service fee, based upon a contracted fire service fee study, was adopted by the Board on May 26, 2015.

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 13,390 or 65% of property owners in Leon County who originally were on the quarterly billing method pay the fire service fee through their property tax bill. The increase costs associated with payment to the city of Tallahassee for fire services include: movement of delinquent quarterly bills in the unincorporated area to the property tax bill for collection; and new construction resulting in increased collection of fire assessment fees.

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	2,593,832	8,335,217	8,834,283	-	8,834,283	8,930,868
Total Budgetary Costs	2,593,832	8,335,217	8,834,283	-	8,834,283	8,930,868
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Fire Services Payment (145-838-522)	2,312,273	7,852,738	8,351,804	-	8,351,804	8,448,389
Volunteer Fire Department (145-843-522)	281,559	482,479	482,479	-	482,479	482,479
Total Budget	2,593,832	8,335,217	8,834,283	-	8,834,283	8,930,868
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
145 Fire Services Fee	2,593,832	8,335,217	8,834,283	-	8,834,283	8,930,868
Total Revenues	2,593,832	8,335,217	8,834,283	-	8,834,283	8,930,868

Leon County Fiscal Year 2021 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.

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	-	-	-	-	-	-
Total Budgetary Costs	-	-	-	-	-	-
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Indirect Costs - Building Inspections (120-499-524)	381,000	424,000	480,000	-	480,000	494,000
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)	40,000	50,000	63,000	-	63,000	65,000
Indirect Costs - EMS (135-499-526)	1,281,000	1,406,000	1,408,000	-	1,408,000	1,450,000
Indirect Costs - Fire Services (145-499-522)	25,000	31,000	33,000	-	33,000	34,000
Indirect Costs - General Fund (001-499-519)	(6,679,198)	(7,144,000)	(7,326,000)	-	(7,326,000)	(7,550,000)
Indirect Costs - Growth Management (121-499-537)	602,000	602,000	600,000	-	600,000	618,000
Indirect Costs - Huntington Oaks Plaza (166-499-519)	6,000	8,000	10,000	-	10,000	10,000
Indirect Costs - Insurance Service (501-499-596)	32,000	40,000	31,000	-	31,000	32,000
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)	12,198	183,000	183,000	-	183,000	188,000
Indirect Costs - Municipal Services (Parks & Recreation) (140-499-574)	510,000	637,000	636,000	-	636,000	655,000
Indirect Costs - Probation Services (111-499-523)	625,000	630,000	630,000	-	630,000	649,000
Indirect Costs - Radio Communications (131-499-519)	4,000	5,000	-	-	-	-
Indirect Costs - Solid Waste (401-499-534)	583,000	600,000	577,000	-	577,000	594,000
Indirect Costs - Stormwater Utility (123-499-538)	428,000	432,000	540,000	-	540,000	556,000
Indirect Costs - Teen Court (114-499-662)	8,000	8,000	10,000	-	10,000	10,000
Indirect Costs - Tourism Development (160-499-552)	235,000	221,000	276,000	-	276,000	290,000
Indirect Costs - Transportation Trust (106-499-541)	1,782,000	1,842,000	1,824,000	-	1,824,000	1,879,000
Total Budget	-	-	-	-	-	-
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	(6,679,198)	(7,144,000)	(7,326,000)	-	(7,326,000)	(7,550,000)
106 Transportation Trust	1,782,000	1,842,000	1,824,000	-	1,824,000	1,879,000
111 Probation Services	625,000	630,000	630,000	-	630,000	649,000
114 Family Law Legal Services	8,000	8,000	10,000	-	10,000	10,000
117 Judicial Programs	1,000	1,000	1,000	-	1,000	1,000
120 Building Inspection	381,000	424,000	480,000	-	480,000	494,000
121 Development Support & Environmental Mgt Fund	602,000	602,000	600,000	-	600,000	618,000
123 Stormwater Utility	428,000	432,000	540,000	-	540,000	556,000
130 9-1-1 Emergency Communications	40,000	50,000	63,000	-	63,000	65,000
131 Radio Communication Systems	4,000	5,000	-	-	-	-
135 Emergency Medical Services MSTU	1,281,000	1,406,000	1,408,000	-	1,408,000	1,450,000
140 Municipal Service	622,198	820,000	819,000	-	819,000	843,000
145 Fire Services Fee	25,000	31,000	33,000	-	33,000	34,000
160 Tourism Development	235,000	221,000	276,000	-	276,000	290,000
165 County Government Annex	24,000	24,000	24,000	-	24,000	25,000
166 Huntington Oaks Plaza	6,000	8,000	10,000	-	10,000	10,000
401 Solid Waste	583,000	600,000	577,000	-	577,000	594,000
501 Insurance Service	32,000	40,000	31,000	-	31,000	32,000
Total Revenues	-	-	-	-	-	-

Leon County Fiscal Year 2021 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.

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	1,002,008	1,091,566	1,149,545	-	1,149,545	1,155,104
Total Budgetary Costs	1,002,008	1,091,566	1,149,545	-	1,149,545	1,155,104
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Building Inspection (120-495-524)	9,764	9,764	11,362	-	11,362	11,474
County Government Annex - Risk (165-495-519)	39,594	39,594	39,608	-	39,608	39,613
EMS - Risk (135-495-526)	63,230	63,230	67,722	-	67,722	68,313
Fine & Forfeiture - Risk (110-495-689)	232,956	232,957	248,127	-	248,127	249,095
Fleet Maintenance - Risk (505-495-591)	9,415	9,415	9,429	-	9,429	9,470
General Fund - Risk (001-495-519)	440,641	531,640	542,580	-	542,580	544,766
Grants - Risk (125-495-595)	1,787	1,787	1,844	-	1,844	1,862
Growth Management - Risk (121-495-537)	17,585	17,585	16,689	-	16,689	16,844
Huntington Oaks - Risk (166-495-519)	12,456	12,456	12,456	-	12,456	12,456
Insurance Service - Risk (501-495-596)	-	465	461	-	461	466
Judicial Programs - Risk (117-495-569)	1,242	1,242	1,641	-	1,641	1,657
Municipal Services - Risk (140-495-572)	34,477	34,377	35,445	-	35,445	35,616
Probation Services - Risk (111-495-523)	20,829	20,829	25,076	-	25,076	25,303
Solid Waste - Risk (401-495-534)	20,385	20,752	20,057	-	20,057	20,176
Stormwater Utility - Risk (123-495-538)	-	-	19,736	-	19,736	19,933
Supervisor of Elections - Risk (060-495-513)	16,687	16,687	16,677	-	16,677	16,765
Teen Court - Risk (114-495-662)	1,650	1,650	1,333	-	1,333	1,343
Tourism Development - Risk (160-495-552)	7,538	5,364	5,485	-	5,485	5,540
Transportation Trust - Risk (106-495-541)	71,772	71,772	73,817	-	73,817	74,412
Total Budget	1,002,008	1,091,566	1,149,545	-	1,149,545	1,155,104
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	440,641	531,640	542,580	-	542,580	544,766
060 Supervisor of Elections	16,687	16,687	16,677	-	16,677	16,765
106 Transportation Trust	71,772	71,772	73,817	-	73,817	74,412
110 Fine and Forfeiture	232,956	232,957	248,127	-	248,127	249,095
111 Probation Services	20,829	20,829	25,076	-	25,076	25,303
114 Family Law Legal Services	1,650	1,650	1,333	-	1,333	1,343
117 Judicial Programs	1,242	1,242	1,641	-	1,641	1,657
120 Building Inspection	9,764	9,764	11,362	-	11,362	11,474
121 Development Support & Environmental Mtg. Fund	17,585	17,585	16,689	-	16,689	16,844
123 Stormwater Utility	-	-	19,736	-	19,736	19,933
125 Grants	1,787	1,787	1,844	-	1,844	1,862
135 Emergency Medical Services MSTU	63,230	63,230	67,722	-	67,722	68,313
140 Municipal Service	34,477	34,377	35,445	-	35,445	35,616
160 Tourism Development	7,538	5,364	5,485	-	5,485	5,540
165 County Government Annex	39,594	39,594	39,608	-	39,608	39,613
166 Huntington Oaks Plaza	12,456	12,456	12,456	-	12,456	12,456
401 Solid Waste	20,385	20,752	20,057	-	20,057	20,176
501 Insurance Service	-	465	461	-	461	466
	9,415	9,415	9,429	-	9,429	9,470

Leon County Fiscal Year 2021 Tentative Budget**Non-Operating**

505 Motor Pool

Total Revenues	<u>1,002,008</u>	<u>1,091,566</u>	<u>1,149,545</u>	<u>-</u>	<u>1,149,545</u>	<u>1,155,104</u>
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Leon County Fiscal Year 2021 Tentative Budget

Non-Operating

Workers' Comp Risk Management (501-821-596)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	3,440,216	3,538,278	3,842,403	-	3,842,403	3,879,026
Total Budgetary Costs	3,440,216	3,538,278	3,842,403	-	3,842,403	3,879,026
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
501 Insurance Service	3,440,216	3,538,278	3,842,403	-	3,842,403	3,879,026
Total Revenues	3,440,216	3,538,278	3,842,403	-	3,842,403	3,879,026

The major variances for the FY 2021 budget are as follows:

Increases to Program Funding:

Payments from Departments to the County's self insurance for workers' compensation increased by \$300,000 due to a rise in the number of claims, and other minor increases in County insurance premiums such as vehicle, excess deposit premium and general liability.

Leon County Fiscal Year 2021 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.

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	2,863,162	2,981,994	3,470,867	-	3,470,867	3,525,144
Capital Outlay	117,309	137,509	137,509	-	137,509	137,509
Total Budgetary Costs	2,980,471	3,119,503	3,608,376	-	3,608,376	3,662,653

Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Communications Trust (502-900-590)	1,054,355	1,357,168	1,368,186	-	1,368,186	1,381,868
MIS Automation - Animal Control (140-470-562)	3,723	-	3,745	-	3,745	3,745
MIS Automation - Building Inspection (120-470-524)	2,858	943	3,710	-	3,710	3,710
MIS Automation - EMS Fund (135-470-526)	14,053	-	17,375	-	17,375	17,375
MIS Automation - General Fund (001-470-519)	251,492	-	305,320	-	305,320	305,320
MIS Automation - Growth Management (121-470-537)	15,091	-	18,845	-	18,845	18,845
MIS Automation - Motor Pool Fund (505-470-519)	1,884	2,198	2,315	-	2,315	2,315
MIS Automation - Parks and Recreation (140-470-572)	2,365	-	18,285	-	18,285	18,285
MIS Automation - Probation Services (111-470-523)	12,236	-	15,090	-	15,090	15,090
MIS Automation - Public Defender (110-470-603)	23,200	50,573	50,960	-	50,960	50,960
MIS Automation - Solid Waste Fund (401-470-534)	24,044	-	27,770	-	27,770	27,770
MIS Automation - State Attorney (110-470-602)	44,595	30,542	31,900	-	31,900	31,900
MIS Automation - Stormwater (123-470-538)	74	86	80	-	80	80
MIS Automation - Tourism Development (160-470-552)	11,250	7,822	8,455	-	8,455	8,455
MIS Automation - Transportation Trust (106-470-541)	20,155	-	21,390	-	21,390	21,390
MIS Automation-Risk Fund (501-470-513)	223	257	245	-	245	245
MIS Automation-SOE (060-470-513)	15,381	28,094	27,755	-	27,755	27,755
Radio Communication Systems (800 MHZ) (001- 529-519)	1,483,492	1,641,820	1,686,950	-	1,686,950	1,727,545
Total Budget	2,980,471	3,119,503	3,608,376	-	3,608,376	3,662,653

Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	1,734,984	1,641,820	1,992,270	-	1,992,270	2,032,865
060 Supervisor of Elections	15,381	28,094	27,755	-	27,755	27,755
106 Transportation Trust	20,155	-	21,390	-	21,390	21,390
110 Fine and Forfeiture	67,795	81,115	82,860	-	82,860	82,860
111 Probation Services	12,236	-	15,090	-	15,090	15,090
120 Building Inspection	2,858	943	3,710	-	3,710	3,710
121 Development Support & Environmental Mtg. Fund	15,091	-	18,845	-	18,845	18,845
123 Stormwater Utility	74	86	80	-	80	80
135 Emergency Medical Services MSTU	14,053	-	17,375	-	17,375	17,375
140 Municipal Service	6,088	-	22,030	-	22,030	22,030
160 Tourism Development	11,250	7,822	8,455	-	8,455	8,455
401 Solid Waste	24,044	-	27,770	-	27,770	27,770
501 Insurance Service	223	257	245	-	245	245
502 Communications Trust	1,054,355	1,357,168	1,368,186	-	1,368,186	1,381,868
505 Motor Pool	1,884	2,198	2,315	-	2,315	2,315
Total Revenues	2,980,471	3,119,503	3,608,376	-	3,608,376	3,662,653

Leon County Fiscal Year 2021 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. In FY 2021, the increase reflects budgeted reserves increasing for the following funds: Solid Waste Fund (\$449,772); County Government Annex Fund (\$31,764); and Huntington Oaks Plaza Fund (\$38,329), offset by decreases to Tourism Development Fund (\$50,000); E-911 Emergency Communications (\$39,805); and the Communications Internal Service Fund (\$12,662). Out-year budgeted reserves show an increase from the transfer of the \$1.6 million in General Revenue to support Fire Services and EMS fund beginning in FY 2022 as part of the multi-year fiscal plan.

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Grants-in-Aid	22,974,857	-	-	-	-	-
Budgeted Reserves	-	324,003	908,541	-	908,541	3,889,492
Total Budgetary Costs	22,974,857	324,003	908,541	-	908,541	3,889,492
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Budgeted Reserves - BOA Building (Operating) (165-990-599)	-	-	32,554	-	32,554	-
Budgeted Reserves - Drug Court (116-990-599)	-	8,290	8,392	-	8,392	8,594
Budgeted Reserves - EMS Fund (135-990-599)	-	-	103,308	-	103,308	1,605,889
Budgeted Reserves - Fine and Forfeiture (110-990 -599)	-	10,000	10,000	-	10,000	10,000
Budgeted Reserves - Fire Services (145-990-599)	-	-	-	-	-	1,600,000
Budgeted Reserves - General Fund (001-990-599)	22,974,857	200,000	200,000	-	200,000	200,000
Budgeted Reserves - Huntington Oaks (166-990-599)	-	-	38,329	-	38,329	31,903
Budgeted Reserves - Insurance Service (501-990-599)	-	17,691	5,819	-	5,819	4,430
Budgeted Reserves - Municipal Service (140-990-599)	-	28,022	50,367	-	50,367	51,956
Budgeted Reserves - Solid Waste Fund (401-990-599)	-	-	449,772	-	449,772	366,720
Budgeted Reserves - Solid Waste Fund (401-990-599)	-	50,000	-	-	-	-
Budgeted Reserves - Tourism Development (160-990-599)	-	10,000	10,000	-	10,000	10,000
Budgeted Reserves - Transport. Trust (106-990-599)	-	-	-	-	-	-
Total Budget	22,974,857	324,003	908,541	-	908,541	3,889,492
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	22,974,857	200,000	200,000	-	200,000	200,000
106 Transportation Trust	-	10,000	10,000	-	10,000	10,000
110 Fine and Forfeiture	-	10,000	10,000	-	10,000	10,000
116 Drug Abuse Trust	-	8,290	8,392	-	8,392	8,594
135 Emergency Medical Services MSTU	-	-	103,308	-	103,308	1,605,889
140 Municipal Service	-	28,022	50,367	-	50,367	51,956
145 Fire Services Fee	-	-	-	-	-	1,600,000
160 Tourism Development	-	50,000	-	-	-	-
165 County Government Annex	-	-	32,554	-	32,554	-
166 Huntington Oaks Plaza	-	-	38,329	-	38,329	31,903
401 Solid Waste	-	-	449,772	-	449,772	366,720
501 Insurance Service	-	17,691	5,819	-	5,819	4,430
Total Revenues	22,974,857	324,003	908,541	-	908,541	3,889,492

Leon County Fiscal Year 2021 Tentative Budget

Non-Operating

Budgeted Capital Reserves Summary

Budgeted reserves reflect anticipated collection of interest in the E-911 System Capital Project Fund.

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Budgeted Reserves	-	97,375	57,570	-	57,570	300,794
Total Budgetary Costs	-	97,375	57,570	-	57,570	300,794
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
911 Capital Projects (330-990-599)	-	97,375	57,570	-	57,570	58,146
Capital Improvements (305-990-599)	-	-	-	-	-	242,648
Total Budget	-	97,375	57,570	-	57,570	300,794
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
305 Capital Improvements	-	-	-	-	-	242,648
330 9-1-1 Capital Projects	-	97,375	57,570	-	57,570	58,146
Total Revenues	-	97,375	57,570	-	57,570	300,794

Leon County Fiscal Year 2021 Tentative Budget

Non-Operating

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-990-599 Budgeted Reserves - General Fund</u>				
586002 Catastrophe Reserves	22,974,857	0	0	0
59900 Budgeted Contingency	0	200,000	200,000	200,000
001-990-599 Totals	<u>22,974,857</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
<u>106-990-599 Budgeted Reserves - Transport. Trust</u>				
59900 Budgeted Contingency	0	10,000	10,000	10,000
106-990-599 Totals	<u>0</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
<u>110-990-599 Budgeted Reserves - Fine and Forfeiture</u>				
59930 Reserve For Article V	0	10,000	10,000	10,000
110-990-599 Totals	<u>0</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
<u>116-990-599 Budgeted Reserves - Drug Court</u>				
59930 Reserve For Article V	0	8,290	8,392	8,594
116-990-599 Totals	<u>0</u>	<u>8,290</u>	<u>8,392</u>	<u>8,594</u>
<u>135-990-599 Budgeted Reserves - EMS Fund</u>				
59918 Reserve For Fund Balance	0	0	0	1,497,213
135-990-599 Totals	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,497,213</u>
<u>140-990-599 Budgeted Reserves - Municipal Service</u>				
59900 Budgeted Contingency	0	28,022	28,933	29,900
140-990-599 Totals	<u>0</u>	<u>28,022</u>	<u>28,933</u>	<u>29,900</u>
<u>145-990-599 Budgeted Reserves - Fire Services</u>				
59903 Reserve for Future Programming	0	0	0	1,600,000
145-990-599 Totals	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,600,000</u>
<u>160-990-599 Budgeted Reserves - Tourism Development</u>				
59900 Budgeted Contingency	0	50,000	0	0
160-990-599 Totals	<u>0</u>	<u>50,000</u>	<u>0</u>	<u>0</u>
<u>165-990-599 Budgeted Reserves - BOA Building (Operating)</u>				
59900 Budgeted Contingency	0	0	31,764	0
165-990-599 Totals	<u>0</u>	<u>0</u>	<u>31,764</u>	<u>0</u>
<u>166-990-599 Budgeted Reserves - Huntington Oaks</u>				
59902 Reserve For Future Projects	0	0	38,329	31,903
166-990-599 Totals	<u>0</u>	<u>0</u>	<u>38,329</u>	<u>31,903</u>
<u>401-990-599 Budgeted Reserves - Solid Waste Fund</u>				
59918 Reserve For Fund Balance	0	0	449,772	366,720
401-990-599 Totals	<u>0</u>	<u>0</u>	<u>449,772</u>	<u>366,720</u>
<u>501-990-599 Budgeted Reserves - Insurance Service</u>				
59926 Reserve For Future Liability	0	17,691	5,029	3,585
501-990-599 Totals	<u>0</u>	<u>17,691</u>	<u>5,029</u>	<u>3,585</u>
Budgeted Reserves Totals	<u>22,974,857</u>	<u>324,003</u>	<u>782,219</u>	<u>3,757,915</u>

Notes:

Leon County Fiscal Year 2021 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 for these costs is provided below.

Non-Operating Expenditures General Fund

These expenses include: County's annual dues (i.e. National Association of Counties, Florida Association of Counties), unemployment compensation payments, licensing (ASCAP), state fire service payments, pre-employment drug tests, payment for legal notices, annual audit expenses, and bank charges.

Summer Youth Employment

The Summer Youth Employment Program is funded by the County out of general revenue. The participants in this program are Leon County students between the ages of 14 and 21. The County's Summer Youth Training Program is aligned with CareerSource Capital Region's (CSCR) Dynamic Futures Program. Under the alignment, the County's Summer Youth Training Program is administered through CSCR's Dynamic Futures Program which is federally funded, and approximately 40 of the County's 63 Summer Youth positions are funded by CSCR. For FY 2021, \$40,727 is allocated for the program.

Other Non-Operating Expenses

The County realized \$1 million of savings in TIF payments for the Frenchtown/Southside Community Redevelopment Agency District in FY 2019, due to millage equalization as part the renegotiated CRA agreement. For FY 2021, values in the Downtown and Frenchtown Districts increased by 13.2% and 42.9% respectively increasing the CRA payments by \$784,470 or 28.7%.

State Juvenile Detention Payments

The Juvenile Detention payment is a mandate authorized by the legislature in 2004. The mandate requires counties to pay the State for the predisposition of juveniles at detention facilities. Historically, costs for this program have steadily increased. During the 2016 legislative session, the disagreement between the State and Counties regarding the cost of detention sharing for juveniles was resolved, causing Leon County's share of costs to increase in FY 2018. In FY 2020, the aid amount was billed at \$1,567,758, an increase was caused by a backlog of available beds in juvenile residential facilities. This backlog was created when the Legislature mandated all juveniles, regardless of risk level, remain in regional detention facilities until space in a residential facility was made available. This caused the number of days for Leon County juveniles detained to increase significantly over FY 2019 thereby increasing the County's share of the annual cost for juvenile detention. FY 2021 payments decreased in the amount of \$392,987 or 33% indicating the back-log has been reduced significantly.

Drug Abuse Trust

Expenditures associated with the support of drug intervention programs overseen by the Court Administration.

800 MHZ System Maintenance

The Moving Violation Surcharge Fund is used to account for resources and expenditures associated with Leon County's participation in an intergovernmental radio communications programs previously approved by the Florida Department of Management Services. The actual expenditure is an annual payment to the City of Tallahassee and the contracted vendor for ongoing maintenance associated with the Leon County 800 MHZ radio system. In FY 2018, Leon County entered into a new maintenance contract for the system involving an upgrade from analog to digital technology for FY 2019. For FY 2021, due to the decrease in revenue and consistent increase in the general revenue subsidy, this budget was moved to the general fund.

Killearn Lakes Units I and II Sewer Services

This expenditure is a payment to the City of Tallahassee for the construction of a sewer system in these two subdivisions. Revenue for the payment is derived by a non-ad valorem assessment charge to individual lots. The County collects the assessments for remittance to the city.

Grant Match Funds

Matching funds are provided for contingent grants that require a certain percent of the funding required to implement or operate a program. The pledged match is contingent on the grant being awarded. For FY 2021, 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 share's 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 to make City parks, recreational facilities and programs fully accessible to the residents of the unincorporated area of Leon County. For FY 2021, this payment will increase \$61,328 or 4.25% based on the inter-local agreement.

Leon County Fiscal Year 2021 Tentative Budget

Non-Operating

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	656,747	522,210	664,161	-	664,161	683,921
Operating	4,586,005	5,272,858	5,313,964	842,826	6,156,790	6,509,317
Grants-in-Aid	1,842,151	1,908,268	1,444,281	-	1,444,281	1,479,524
Total Budgetary Costs	<u>7,084,903</u>	<u>7,703,336</u>	<u>7,422,406</u>	<u>842,826</u>	<u>8,265,232</u>	<u>8,672,762</u>
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Blueprint 2000 (001-403-515)	621,673	436,719	578,609	-	578,609	598,369
CRA-Payment (001-972-559)	2,287,408	2,733,540	2,733,540	784,470	3,518,010	3,799,451
Drug Abuse (116-800-562)	42,759	80,750	84,835	-	84,835	89,015
Grant Match Funds (125-991-595)	-	90,000	90,000	-	90,000	90,000
Juvenile Detention Payment - State (110-620-689)	1,187,151	1,567,768	1,174,781	-	1,174,781	1,210,024
Non-Operating General Fund (001-820-519)	958,818	1,001,388	1,044,408	(2,972)	1,041,436	1,044,408
Payment to City- Parks & Recreation(140-838-572)	1,384,178	1,443,005	1,443,006	61,328	1,504,334	1,568,268
PLACE - Economic Development (001-114-512)	339,096	77,000	-	-	-	-
Sewer Services Killearn Lakes Units I and II(164-838-535)	223,854	232,500	232,500	-	232,500	232,500
Summer Youth Employment (001-278-551)	39,965	40,666	40,727	-	40,727	40,727
Total Budget	<u>7,084,903</u>	<u>7,703,336</u>	<u>7,422,406</u>	<u>842,826</u>	<u>8,265,232</u>	<u>8,672,762</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	4,246,960	4,289,313	4,397,284	781,498	5,178,782	5,482,955
110 Fine and Forfeiture	1,187,151	1,567,768	1,174,781	-	1,174,781	1,210,024
116 Drug Abuse Trust	42,759	80,750	84,835	-	84,835	89,015
125 Grants	-	90,000	90,000	-	90,000	90,000
140 Municipal Service	1,384,178	1,443,005	1,443,006	61,328	1,504,334	1,568,268
164 Special Assessment - Killearn Lakes Units I and II	223,854	232,500	232,500	-	232,500	232,500
Sewer	-	-	-	-	-	-
Total Revenues	<u>7,084,903</u>	<u>7,703,336</u>	<u>7,422,406</u>	<u>842,826</u>	<u>8,265,232</u>	<u>8,672,762</u>
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Blueprint 2000	4.50	4.50	4.50	-	4.50	4.50
Total Full-Time Equivalents (FTE)	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>	<u>-</u>	<u>4.50</u>	<u>4.50</u>

Leon County Fiscal Year 2021 Tentative Budget

Non-Operating

Other Non-Operating - Blueprint 2000 (001-403-515)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Personnel Services	621,673	436,719	578,609	-	578,609	598,369
Total Budgetary Costs	621,673	436,719	578,609	-	578,609	598,369
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	621,673	436,719	578,609	-	578,609	598,369
Total Revenues	621,673	436,719	578,609	-	578,609	598,369
Staffing Summary	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Director Office of Economic Vitality	-	1.00	1.00	-	1.00	1.00
Blue Print Attorney	1.00	1.00	-	-	-	-
Legal Assistant	1.00	1.00	1.00	-	1.00	1.00
Director of PLACE	0.50	0.50	0.50	-	0.50	0.50
MWBE Coordinator	1.00	1.00	1.00	-	1.00	1.00
Business Dev. Mnger - AppScience	1.00	-	1.00	-	1.00	1.00
Total Full-Time Equivalentents (FTE)	4.50	4.50	4.50	-	4.50	4.50

Budget was established employees opting for County benefits as allowed by the inter-local agreement establishing the agency. Blueprint 2000 reimburses the personnel costs of the Legal Assistant, Director of Office of Economic Vitality and Director of Place positions to the County on an annual basis. This is done for accounting purposes only. The County share's 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 2021 Blueprint 2000 budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature and health insurance premium rates at 2%.

Leon County Fiscal Year 2021 Tentative Budget

Non-Operating

Other Non-Operating - CRA-Payment (001-972-559)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Operating	2,287,408	2,733,540	2,733,540	784,470	3,518,010	3,799,451
Total Budgetary Costs	<u>2,287,408</u>	<u>2,733,540</u>	<u>2,733,540</u>	<u>784,470</u>	<u>3,518,010</u>	<u>3,799,451</u>
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
001 General Fund	2,287,408	2,733,540	2,733,540	784,470	3,518,010	3,799,451
Total Revenues	<u>2,287,408</u>	<u>2,733,540</u>	<u>2,733,540</u>	<u>784,470</u>	<u>3,518,010</u>	<u>3,799,451</u>

The major variances for the FY 2021 budget are as follows:

Increase to Program Funding:

Increased payment to the CRA as required by the inter-local agreement in the amount of \$784,470 due a 42.9% and a 13% increase in the property values in the Frenchtown and Downtown CRA districts, respectively.

Leon County Fiscal Year 2021 Tentative Budget**Debt Service**

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2017 Capital Improvement Revenue Refinancing	24 - 7
223 Bond Series 2020	24 - 8

Leon County Fiscal Year 2021 Tentative Budget**Debt Service Schedule****General Obligation Bonds**

No outstanding issues.

Description	Purpose	Pledge/ Security	Original Principal Amount	Outstanding Principal Amount	Outstanding Interest Amount	FY20/21 Principal Payment	FY20/21 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	\$15,529,000	\$1,313,834	\$2,944,000	\$324,180	\$12,585,000	2025
Series 2020	The Bond Series 2020 Fund is a debt service fund established to account for the debt service associated with the financing of the purchase of a new helicopter for the Sheriff's office. Funding for the repayment of the debt service will be split evenly between the County and the City of Tallahassee.		\$1,298,120	\$1,298,120	\$74,330	\$239,486	\$22,271	\$1,058,634	2026
TOTAL			\$17,149,120	\$16,827,120	\$1,388,164	\$3,183,486	\$346,451	\$13,643,634	

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 Inter-Local Agreement.

Leon County Fiscal Year 2021 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 2026.

Leon County currently services two bank loans. Due to favorable interest rates, previous bonds were refinanced with bank loans. The original bonds were issued to fund the following County projects:

1. Acquisition of the Tourist Development Council Building and the Leon County Government Annex
2. Renovations to the County Courthouse, the Fleet Management Facility, and the Public Works Building
3. Acquisition of a new helicopter for Law Enforcement which will be split between the County and City

On July 8, 2014, the Board approved a bank loan to refund the remaining Capital Improvement Revenue Refunding Bonds, Series 2005 for an estimated \$1.7 million in net present value of the life of the loan. At its June 20, 2017 meeting, the Board approved the refinancing of this bank loan. The refinancing during FY 2017 provided additional saving in the amount of \$63,877 in FY 2018, and \$489,076 in savings over the life of the loan. For FY 2020, Bond Series 2012A and 2012B will reached maturity and will be paid off at year end resulting in a reduced debt service for FY 2021.

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Debt Service	7,570,684	7,569,535	3,529,937	-	3,529,937	3,527,793
Total Budgetary Costs	7,570,684	7,569,535	3,529,937	-	3,529,937	3,527,793
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Debt Service	7,570,684	7,569,535	3,529,937	-	3,529,937	3,527,793
Total Budget	7,570,684	7,569,535	3,529,937	-	3,529,937	3,527,793
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
211 Bond Series 2012A & 2012B	7,076,583	7,076,873	-	-	-	-
222 2017 Capital Improvement Revenue Refinancing	494,101	492,662	3,268,180	-	3,268,180	3,270,062
223 Bond Series 2020-Capital Equipment Financing	-	-	261,757	-	261,757	257,731
Total Revenues	7,570,684	7,569,535	3,529,937	-	3,529,937	3,527,793

Leon County Fiscal Year 2021 Tentative Budget

Debt Service

Debt Service Summary

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Debt Service	7,570,684	7,569,535	3,529,937	-	3,529,937	3,527,793
Total Budgetary Costs	7,570,684	7,569,535	3,529,937	-	3,529,937	3,527,793
Appropriations	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
2014 Debt Series (222-979-582)	494,101	492,662	3,268,180	-	3,268,180	3,270,062
Bond Series 2012A (Tax Exempt) (211-975-582)	1,441,406	7,076,873	-	-	-	-
Bond Series 2012B (Taxable) (211-976-582)	5,635,177	-	-	-	-	-
Bond Series 2020 (223-979-582)	-	-	261,757	-	261,757	257,731
Total Budget	7,570,684	7,569,535	3,529,937	-	3,529,937	3,527,793
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
211 Bond Series 2012A & 2012B	7,076,583	7,076,873	-	-	-	-
222 2017 Capital Improvement Revenue Refinancing	494,101	492,662	3,268,180	-	3,268,180	3,270,062
223 Bond Series-Capital Improvement Financing	-	-	261,757	-	261,757	257,731
Total Revenues	7,570,684	7,569,535	3,529,937	-	3,529,937	3,527,793

Leon County Fiscal Year 2021 Tentative Budget

Debt Service

Debt Service - Bond Series 2012A (Tax Exempt) (211-975-582)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Debt Service	1,441,406	7,076,873	-	-	-	-
Total Budgetary Costs	1,441,406	7,076,873	-	-	-	-
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
211 Bond Series 2012A & 2012B	1,441,406	7,076,873	-	-	-	-
Total Revenues	1,441,406	7,076,873	-	-	-	-

This fund accounts for the debt service associated with the Capital Improvement Revenue Bond Series 2003A (Tax Exempt). This bond was issued to fund the acquisition of the Bank of America building and for major repairs and renovations to the existing County courthouse facility. This loan was paid and closed in FY 2020.

Leon County Fiscal Year 2021 Tentative Budget

Debt Service

Debt Service - Bond Series 2012B (Taxable) (211-976-582)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Debt Service	5,635,177	-	-	-	-	-
Total Budgetary Costs	5,635,177	-	-	-	-	-
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
211 Bond Series 2012A & 2012B	5,635,177	-	-	-	-	-
Total Revenues	5,635,177	-	-	-	-	-

This fund accounts for the debt service associated with the Capital Improvement Revenue Bond Series 2003B (Taxable). This loan was issued to fund the acquisition of the Bank of America building and for major repairs and renovations to the existing County courthouse facility. This loan was paid and closed in FY19.

Leon County Fiscal Year 2021 Tentative Budget

Debt Service

2017 Capital Improvement Revenue Refinancing (222-979-582)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Debt Service	494,101	492,662	3,268,180	-	3,268,180	3,270,062
Total Budgetary Costs	494,101	492,662	3,268,180	-	3,268,180	3,270,062
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
222 2017 Capital Improvement Revenue Refinancing	494,101	492,662	3,268,180	-	3,268,180	3,270,062
Total Revenues	494,101	492,662	3,268,180	-	3,268,180	3,270,062

At the April 26, 2017 Budget Workshop the Board approved the refinancing of this bank loan. The refinancing during FY 2017 provided additional saving in the amount of \$63,877 in FY 2018 and \$489,076 in savings over the life of the loan.

Leon County Fiscal Year 2021 Tentative Budget

Debt Service

Debt Service - Bond Series 2020 (223-979-582)

Budgetary Costs	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
Debt Service	-	-	261,757	-	261,757	257,731
Total Budgetary Costs	-	-	261,757	-	261,757	257,731
Funding Sources	FY 2019 Actual	FY 2020 Adopted	FY 2021 Continuation	FY 2021 Issues	FY 2021 Budget	FY 2022 Budget
223 Bond Series 2020-Capital Equipment Financing	-	-	261,757	-	261,757	257,731
Total Revenues	-	-	261,757	-	261,757	257,731

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. The net cost of the helicopter and related law enforcement outfitting is \$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 2021 – 2025 Capital Improvement Program**Capital Improvement Program Index**

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Leon County Fiscal Year 2021 – 2025 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 2021 to FY 2025.

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Leon County Fiscal Year 2021 – 2025 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 "out-years" or "planned years") are not authorized until the annual budget for those years is legally adopted. The out-years serve only as a guide for future planning and are subject to further review and modification.

Annual Capital Budget

The annual capital budget represents the first year of a capital improvement program. It is the appropriation of capital spending legally adopted by the Board. The annual capital budget is adopted in conjunction with Leon County's annual operating budget and provides legal authority to proceed with specific projects.

Program Preparation

Each fiscal year, the Office of Management and Budget facilitates the preparation of a capital improvement program. Officials, administrators, and staff of Leon County government all assist in this process. The preparation process includes the following:

I. Assessment of Capital Needs

(Department/Division Staff)

- Prepare an inventory
- Evaluate whether to repair or replace facilities and/or equipment
- Identify future needs

II. Identification of Capital Projects

(Commission, Administration, Department/Division Staff)

- Review status of current projects
- Develop information for new projects
- Submit project requests

III. Financial Analysis

(Administration and OMB)

- Evaluate financial conditions
- Forecast financial trends
- Evaluate funding options

IV. Evaluation & Planning of Capital Projects

(Administration and OMB)

- Review and prioritize project requests
- Select projects and project schedules
- Determine project funding sources

V. Adoption of Capital Improvement Program & Annual Capital Budget

(Commission, Administration, and OMB)

- Prepare and submit tentative program and budget to Commission
- Hold public hearings
- Revise and prepare final program and budget for adoption

VI. Implementation & Monitoring of Annual Capital Budget

- October 1 through September 30
- Departmental Biannual Project Status Reports

Leon County Fiscal Year 2021 – 2025 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 2021-2025 capital improvement program.
- **Capital Projects by Managing Division:** Summary table of all capital improvement projects organized by managing division.
- **FY 2020 Anticipated Carryforward Projects:** Summary table of all capital improvement projects that are anticipated to be carryforward from one fiscal year into the next.
- **Operating Budget Impacts:** General description and summary table of estimated impacts capital projects are anticipated to have on the operating budget.

Capital Project Sections

Each section represents the service type of the capital projects it contains. The Capital Improvement Program consists of five service types: Culture & Recreation, General Government, Health & Safety, Physical Environment, and Transportation. Included in each section is an overview with a brief analysis, an index of the projects and a detail sheet for any project with planned activity in any fiscal year from FY 2021 to FY 2025. 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 2019, FY 2020 adjusted budget and FY 2020 year-to-date expenditures, FY 2021 budget, FY 2021 – FY 2025 planned budget, FY 2021 – FY 2025 total, total project cost, and estimates of any anticipated impacts on the operating budget.

Leon County Fiscal Year 2021 – 2025 Capital Improvement Program

Capital Improvement Program Analysis

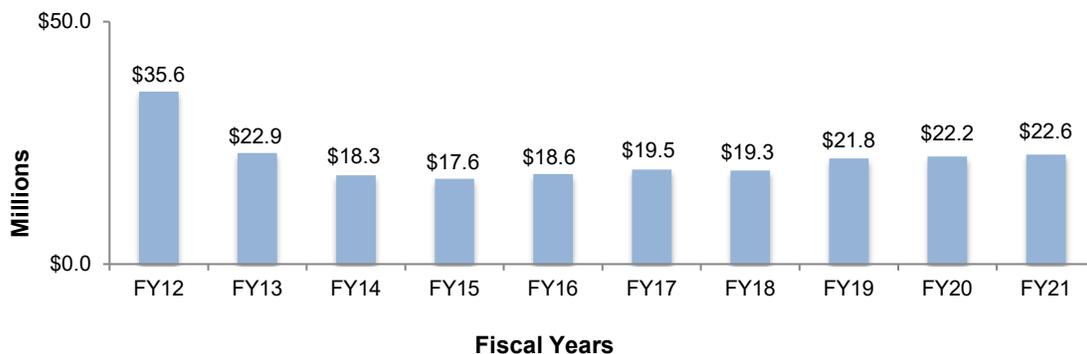
FY 2021 through FY 2025 Capital Budget

Chart 25.1 shows the capital funding for each fiscal year from FY 2012 through FY 2021. The total FY 2021 capital budget is **\$22,663,338 (\$22,605,768 in capital projects and \$57,750 in budgeted reserves)**. Including the budgeted reserves, this is a 2.01% increase over the adopted FY 2020 capital budget of \$22,217,073.

The FY 2021 – FY 2025 Capital Improvement Plan is primarily focused on maintaining the County’s infrastructure of buildings, including over 1.5 million square feet of County facilities, 3,685 acres of greenways and parks, as well as, roadway resurfacing and stormwater drainage maintenance. At its July 14, 2020 Budget Workshop, the Board approved an energy savings contract (ESCO) for \$17 million which will pay for the replacement of outdated and energy inefficient capital equipment. In January 2020, Leon County began collecting its share of the Blueprint 2020 sales tax extension. As previously approved by the Board, the County’s ten percent share of the sales tax will be used for road resurfacing, and intersection and safety improvements. A new component of this sales tax is an additional two percent dedicated to Livable Infrastructure for Everyone (L.I.F.E.). First year of L.I.F.E funding was in FY 2020, and projects had to be adjusted to reflect the loss of sales tax revenue related to COVID-19 and reduced spending on taxable goods. A For FY 2021, L.I.F.E. projects have been established for the various components totaling \$725,850.

The Chart also illustrates the Capital Improvement Program funding levels since FY 2012.

Chart 25.1 FY 2012 – FY 2021 Capital Funding



The capital projects planned for FY 2021 include transportation and stormwater maintenance, sidewalk construction, general county maintenance and improvements, fleet maintenance, technology upgrades, and parks and recreation maintenance and improvements. In developing the proposed five-year capital improvement program, staff continues to focus the limited resources of the County towards maintaining aging infrastructure. A large portion of the projected maintenance budget supports aging facilities. In particular, the County has a number of older large buildings (Detention Facility, Sheriff’s Administration, Courthouse and Annex, Main Library, and Cooperative Extension Building) that are operating with equipment near or at their end-of-life use.

Due to COVID-19, forecasted revenues show Leon County losing a combined \$17 million in FY 2020 (\$6.9 million) and FY 2021 (\$10.1 million). To balance the overall FY 2021 budget, a review of the capital budget plan determined that some projects could be deferred to future budget years or the funding reduced or eliminated. Reductions include revised costs for the Maylor Road project, deferring for one year Baum Road drainage improvements, reducing computer replacements, deferring construction of a third dog park, the paving of the interior roads at the Fairgrounds, and Courthouse Maintenance and eliminating the MIS Server room project. The FY 2021 overall capital program increased by 2.01% from FY 2020. Significant projects include: \$3.49 million for Arterial/Collector/Local Road resurfacing; \$2.92 million for the Detention Center; \$2.1 million for Maylor Road Improvements; \$1.23 million in EMS vehicle replacements; \$1.25 million for the Sidewalk Program; \$1.0 million for Solid Waste Vehicles and Equipment; \$674,500 for Transportation and Stormwater improvements; \$650,000 for Building Roofing Repair and Replacements; and \$650,000 for Energy Savings Performance Contractor (ESCO).

Also, as part of the currently approved five-year CIP, additional sidewalk funding was to be allocated from gas tax revenues in FY 2021. However, to assist in balancing the budget this funding is not included in the FY 2021 budget. The sidewalk program will still be funded at \$1.25 million from the County’s share of Blueprint sales tax funding in FY 2021.

Leon County Fiscal Year 2021 – 2025 Capital Improvement Program

Capital Improvement Program Analysis

Service Types

Chart 25.2 illustrates the service types of the projects in the FY 2021 capital budget. Chart 25.3 shows the service types of the projects in the FY 2021 – FY 2025 Capital Improvement Program. The Capital Improvement Program continues to spend the majority of funds on transportation projects. Budgeted reserves are not reflected below.

Chart 25.2
FY 2021 Service Types

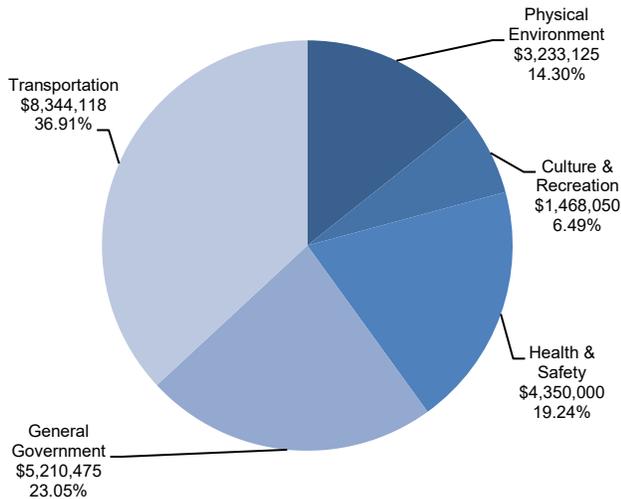
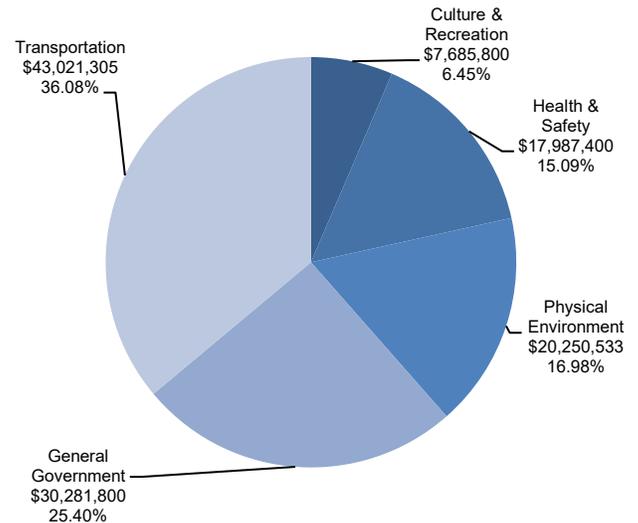


Chart 25.3
FY 2021 – FY 2025 Service Types



Project Funding Sources

Table 25.1 shows the project funding sources for the FY 2021 capital budget and the FY 2021 – FY 2025 capital improvement program. Capital Improvements (Fund 305) and Transportation Improvements (Fund 306) are the primary sources of funding for the FY 2021 capital budget, with \$10,009,175 (44.28%) and \$3,746,700 (16.57%) respectively. Capital Improvements (Fund 305) is the primary source of funding for FY 2021 – FY 2025, totaling \$52,009,010 (43.62%). The table does not reflect budgeted reserves.

Table 25.1 FY 2021 – FY 2025 Project Funding Sources

Funding Source	FY 2021 Planned	%	FY 2021 – FY 2025 Program	%
Capital Improvements (Fund 305)	\$10,009,175	44.28%	\$52,009,010	43.62%
Transportation Improvements (Fund 306)	\$3,746,700	16.57%	\$18,247,435	15.30%
Sales Tax Extension 2020 (Fund 351)	\$3,492,418	15.45%	\$19,598,870	16.44%
Sales Tax Extension 2020 JPA (Fund 352)	\$1,975,850	8.74%	\$16,385,490	13.74%
EMS MSTU (Fund 135)	\$1,255,000	5.55%	\$7,890,000	6.62%
Sales Tax Extension (Fund 309)	\$481,573	2.13%	\$481,573	0.40%
Sales Tax (Fund 308)	\$60,000	0.27%	\$60,000	0.05%
Solid Waste (Fund 401)	\$1,035,052	4.58%	\$3,004,460	2.52%
Bank of America (Fund 165)	\$550,000	2.43%	\$1,550,000	1.30%
Total	\$22,605,768	100%	\$119,226,838	100%

Leon County Fiscal Year 2021 – 2025 Capital Improvement Program

Capital Improvement Program Analysis

In November 2014, Leon County residents approved a referendum providing a second extension of the 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. The extension commits 80% of the revenues for Blueprint infrastructure projects, Blueprint Economic Development programs, and Livable Infrastructure for Everyone (LIFE) projects and will be jointly administered and funded by Leon County and the City of Tallahassee. The Blueprint Joint Participation Agreement (BP 2020 JPA) revenue supports other County infrastructure projects funded through the County share of the revenue.

The BP 2020 JPA revenue, accounted for in Fund 352, will be used for water quality and stormwater and sidewalks. The County's share of the dedicated water quality funding from the future JPA proceeds supports a number of strategic initiatives to address septic upgrades and sewer conversion projects in the primary spring protection zone. Over the past several years, the County has utilized existing capital project reserves to match state grant funds in support of the septic to sewer projects. The 2% for L.I.F.E. is allocated for Miccosukee Sense of Place, rural road stabilization, street lighting, boat landing enhancements, and recreational amenities. The remaining 20% of the sales tax extension will be split evenly between the County and the City. The County's 10% share, accounted for in Fund 351 (Sales Tax Extension 2020), will be used for transportation resurfacing and intersection safety improvement projects and other statutorily authorized uses approved by the County.

Fund 309 (Sales Tax Extension 2000) represents the prior Sales Tax Extension, which expired in December of 2019. The remaining balance in this fund is dedicated to the Lexington Pond/Fords Arm Retrofit project for FY 2021.

Reserves for Capital Projects

As a financial best practice and to avoid the cost associated with borrowing, Leon County annually evaluates fund balance levels to determine the availability of funds to support the capital program. For FY 2021, \$2.0 million in budget reductions from FY 2020 were appropriated to support the capital program. In addition, the transportation capital budget uses \$350,000 in existing fund balance to support transportation capital projects. For the past several years, the County has utilized existing capital project reserves to match state grant funds in support of the septic to sewer projects. \$6.5 million of the water quality funding will be used to pay back this advanced funding. \$2.125 million is paid back through a transfer from the JPA fund budgeted in FY 2021 to support the general capital program. The capital reserves were used to provide "cash flow" until such time as the County's share of the water quality funding from the new sales tax becomes available. Using the capital reserves eliminated the need for the County to issue debt or borrow funds.

During the recession, the recurring general revenue transfer to the capital program was reduced to \$0. However, through the annual budget processes, the transfer was gradually increased to \$7.4 Million by FY 2020. With an estimated general revenue decline of \$7.4 million, and a projected \$11 million dollar budget shortfall for FY 2021, the general revenue transfer to capital program was reduced by \$2.32 million. The \$2.32 million reduction lowers the capital transfer from \$7.4 million (FY 2020) to \$5.1 million (FY 2021). This was done as part of the budget balancing strategies implemented in response to the revenue losses associated with COVID-19 pandemic. Out years reflect the transfer of recurring general revenue to fund capital projects increasing to \$10.8 million by FY 2025.

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Leon County Fiscal Year 2021 – 2025 Capital Improvement Program

Capital Improvement Program Analysis

New Capital Projects

Table 25.2 indicates new projects for the FY 2021 capital budget and the FY 2021 – FY 2025 capital improvement program. Four projects totaling \$650,060 will be funded in FY 2021. For the five-year period, a total of \$3,408,994 is budgeted for the new projects. The budgets includes a sinking fund for the Justice Information System (JIS) Upgrade project.

Table 25.2 FY 2021 – FY 2025 New and Revised Projects

New and Revised Projects	FY 2021 Planned	%	FY 2021 – FY 2025 Program	%
ESCO Capital Contribution	650,000	100%	650,000	19.07%
Justice Information System (JIS) Upgrade	-	0.00%	2,250,000	66.00%
Miccosukee Road Bridge Replacement	-	0.00%	508,994	14.93%
Total	\$650,060	100%	\$3,408,994	100%

Management of Capital Projects

Table 25.3 shows the managing divisions of the FY 2021 capital budget and FY 2021 – FY 2025 capital improvement program. The listed divisions manage a total of 103 projects, but only 57 projects will receive additional funding in the FY 2021 Capital Improvement Program; the remainder is funded through the carryforward process or will receive funding in the out-years. Budgeted reserves and carryforward projects are not reflected below.

Table 25.3 FY 2021 – FY 2025 Managing Divisions

Managing Division	# of Projects	FY 2021 Planned	%	FY 2021 – FY 2025 Program	%
Engineering Services	41	\$11,844,341	52.40%	\$61,250,563	51.37%
Facilities Management	13	\$3,339,180	14.77%	\$16,123,040	13.52%
Fleet Management	12	\$2,955,660	13.07%	\$16,448,857	13.80%
Management Information Services	15	\$2,707,785	11.98%	\$16,674,163	13.99%
Parks & Recreation	12	\$1,312,550	5.81%	\$6,122,550	5.14%
Public Works	4	\$185,200	0.82%	\$1,663,205	1.39%
Solid Waste	5	\$211,052	0.93%	\$894,460	0.75%
Miscellaneous	1	\$50,000	0.22%	\$50,000	0.04%
Total	103	\$22,605,768	100%	\$119,226,838	100%

Leon County Fiscal Year 2021 – 2025 Capital Improvement Program
Capital Projects by Managing Division

Project	Project #	FY 2019 Life to Date	FY 2020 Adj Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY21 - FY25 Total	Project Cost Total
ENGINEERING SERVICES										
2/3rds Tower Oaks Private Road Paving	057917	\$62,543	\$532,278	\$0	\$0	\$0	\$0	\$0	\$0	\$594,821
Architectural & Engineering Services	086011	\$561,723	\$84,546	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$300,000	\$946,269
Arterial/Collector and Local Road Resurfacing	056001	\$46,255,209	\$4,011,190	\$3,492,418	\$3,736,888	\$3,762,100	\$3,859,950	\$3,960,309	\$18,811,665	\$69,078,064
Baum Road Drainage Improvements	054011	\$20,270	\$209,730	\$0	\$750,000	\$0	\$0	\$0	\$750,000	\$980,000
Belair-Annawood Septic to Sewer	062007	\$751,958	\$2,760,812	\$0	\$0	\$0	\$0	\$0	\$0	\$3,512,770
Community Safety & Mobility	056005	\$8,883,241	\$1,251,951	\$0	\$0	\$0	\$0	\$0	\$0	\$10,135,192
Comprehensive Wastewater Treatment Project	062006	\$0	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000
Detention Facility Complex Maintenance	086031	\$9,568,902	\$4,815,652	\$2,920,000	\$1,667,900	\$1,720,000	\$1,350,000	\$1,414,500	\$9,072,400	\$23,456,954
DOT Old Bainbridge Rd. North Monroe to the Gadsden County Lir	053008	\$0	\$518,746	\$0	\$0	\$0	\$0	\$0	\$0	\$518,746
DOT Old Bainbridge Road at Knots Lane	053009	\$0	\$141,780	\$0	\$0	\$0	\$0	\$0	\$0	\$141,780
DOT Old Bainbridge Rd. I-10 to CC NW	053010	\$0	\$74,974	\$0	\$0	\$0	\$0	\$0	\$0	\$74,974
Fords Arm - Lexington Pond Retrofit	063005	\$3,024,851	\$3,999,697	\$481,573	\$0	\$0	\$0	\$0	\$481,573	\$7,506,121
Intersection and Safety Improvements	057001	\$8,760,976	\$4,686,478	\$0	\$0	\$0	\$100,000	\$150,000	\$250,000	\$13,697,454
Killearn Acres Flood Mitigation	064001	\$3,088,545	\$497,677	\$0	\$0	\$0	\$0	\$0	\$0	\$3,586,222
L.I.F.E. Fire Safety Infrastructure	091006	\$0	\$0	\$0	\$0	\$125,000	\$0	\$125,000	\$250,000	\$250,000
L.I.F.E. Micosukee Sense of Place	091004	\$0	\$255,580	\$200,850	\$197,630	\$205,060	\$0	\$341,950	\$945,490	\$1,201,070
L.I.F.E. Rural Road Safety Stabilization	091003	\$0	\$175,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000	\$675,000
L.I.F.E. Stormwater and Flood Relief	091009	\$0	\$0	\$0	\$0	\$115,000	\$400,000	\$0	\$515,000	\$515,000
L.I.F.E. Street Lighting	091005	\$0	\$125,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000	\$625,000
Lake Henrietta Renovation	061001	\$72,209	\$1,172,554	\$0	\$240,000	\$1,000,000	\$0	\$0	\$1,240,000	\$2,484,763
Longwood Outfall Retrofit	062004	\$2,044	\$223,345	\$0	\$0	\$0	\$0	\$0	\$0	\$225,389
Magnolia Drive Multi-Use Trail	055010	\$3,122,672	\$5,216,800	\$0	\$0	\$0	\$0	\$0	\$0	\$8,339,472
Maylor Road Accessibility / Stormwater Improvements	065005	\$0	\$481,250	\$2,120,000	\$0	\$0	\$0	\$0	\$2,120,000	\$2,601,250
Micosukee Road Bridge Replacement	057918	\$0	\$0	\$0	\$25,000	\$0	\$483,994	\$0	\$508,994	\$508,994
N. Florida Fairgrounds Road Milling and Resurfacing	051009	\$0	\$0	\$0	\$0	\$220,000	\$0	\$0	\$220,000	\$220,000
NE Lake Munson Septic to Sewer	062008	\$461,050	\$5,038,950	\$0	\$0	\$0	\$0	\$0	\$0	\$5,500,000
Old Bainbridge Road Safety Improvements	053007	\$100,503	\$424,568	\$0	\$0	\$0	\$0	\$0	\$0	\$525,071
Pedrick Pond Stormwater Improvements	045007	\$217,015	\$30,902	\$0	\$0	\$0	\$0	\$0	\$0	\$247,917
Public Works Design and Engineering Services	056011	\$375,974	\$174,086	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000	\$1,050,060
Serenity Cemetery Expansion	091002	\$0	\$0	\$0	\$0	\$170,000	\$170,000	\$0	\$340,000	\$340,000
Sidewalk Program	056013	\$4,384,403	\$4,646,766	\$1,250,000	\$2,875,735	\$2,916,395	\$2,958,055	\$3,000,756	\$13,000,941	\$22,032,110
Smith Creek Bike Lane Phase I	052004	\$0	\$1,108,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,108,000
Smith Creek Bike Lane Phase II	052005	\$9	\$977,901	\$0	\$0	\$0	\$0	\$0	\$0	\$977,910
Springhill Road Bridge Rehabilitation	051008	\$0	\$350,500	\$0	\$0	\$0	\$0	\$0	\$0	\$350,500
Stormwater Infrastructure Preventative Maintenance	067006	\$123,535	\$1,426,465	\$345,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,545,000	\$3,095,000
Street Lights Program - Unincorporated Areas	057013	\$132,331	\$242,669	\$0	\$0	\$0	\$0	\$0	\$0	\$375,000
Tourist Development Building	086065	\$243,094	\$2,413,519	\$0	\$0	\$0	\$0	\$0	\$0	\$2,656,613
Transportation and Stormwater Improvements	056010	\$10,791,231	\$5,990,031	\$674,500	\$850,000	\$500,000	\$500,000	\$500,000	\$3,024,500	\$19,805,762
Volunteer Fire Departments	096002	\$368,741	\$287,476	\$0	\$0	\$0	\$0	\$0	\$0	\$656,217
Westside Stormwater	062005	\$170,320	\$242,642	\$0	\$0	\$0	\$0	\$0	\$0	\$412,962
Woodville Sewer Project	062003	\$810,431	\$2,190,109	\$0	\$0	\$2,125,000	\$2,125,000	\$2,125,000	\$6,375,000	\$9,375,540
Engineering Services Subtotal		\$102,353,780	\$57,279,624	\$11,844,341	\$11,003,153	\$13,518,555	\$12,606,999	\$12,277,515	\$61,250,563	\$220,883,967
FACILITIES MANAGEMENT										
Building General Maintenance and Renovations	086079	\$397,566	\$1,815,334	\$273,000	\$330,000	\$345,000	\$300,000	\$360,000	\$1,608,000	\$3,820,900
Building Infrastructure and Improvements	086078	\$1,247,860	\$2,117,605	\$410,180	\$650,000	\$993,060	\$685,000	\$1,212,800	\$3,951,040	\$7,316,505
Building Mechanical Repairs and Improvements	086077	\$1,674,563	\$1,684,029	\$416,000	\$713,000	\$723,000	\$711,000	\$951,000	\$3,514,000	\$6,872,592
Building Roofing Repairs and Replacements	086076	\$283,239	\$997,328	\$650,000	\$915,000	\$595,000	\$395,000	\$370,000	\$2,925,000	\$4,205,567
Common Area Furnishings	086017	\$489,162	\$33,750	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000	\$672,912
Courthouse Renovations	086027	\$9,637,083	\$870,557	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$200,000	\$10,707,640
Courthouse Security	086016	\$474,231	\$35,000	\$35,000	\$40,000	\$20,000	\$35,000	\$35,000	\$165,000	\$674,231
Courtroom Minor Renovations	086007	\$755,235	\$125,092	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$300,000	\$1,180,327
ESCO Capital Contribution	086082	\$0	\$0	\$650,000	\$0	\$0	\$0	\$0	\$650,000	\$650,000
Lake Jackson Town Center	083002	\$681,022	\$275,000	\$0	\$0	\$0	\$0	\$0	\$0	\$956,022
Leon County Government Annex	086025	\$26,090,908	\$1,267,277	\$550,000	\$250,000	\$250,000	\$260,000	\$325,000	\$1,635,000	\$28,993,185
Public Safety Complex	096016	\$15,948,059	\$390,701	\$175,000	\$150,000	\$150,000	\$150,000	\$150,000	\$775,000	\$17,113,760
Solar Arrays on County Buildings	086081	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000	\$300,000
Facilities Management Subtotal		\$57,678,928	\$9,661,673	\$3,339,180	\$3,228,000	\$3,256,060	\$2,716,000	\$3,583,800	\$16,123,040	\$83,463,641
FLEET MANAGEMENT										
Emergency Medical Services Vehicles & Equipment Replacement	026014	\$10,194,785	\$1,974,610	\$1,230,000	\$1,275,000	\$1,500,000	\$1,580,000	\$1,580,000	\$7,165,000	\$19,334,395
Fleet Management Shop Equipment	026010	\$288,260	\$12,170	\$0	\$201,447	\$0	\$30,000	\$0	\$231,447	\$531,877
General Vehicle & Equipment Replacement	026003	\$5,188,626	\$472,649	\$300,000	\$408,000	\$558,000	\$525,000	\$525,000	\$2,316,000	\$7,977,275
Hazardous Waste Vehicle and Equipment Replacement	036042	\$43,057	\$0	\$0	\$48,000	\$0	\$0	\$0	\$48,000	\$91,057
New Emergency Medical Services Vehicle & Equipment	026021	\$210,941	\$89,058	\$0	\$0	\$300,000	\$0	\$300,000	\$600,000	\$899,999
New General Vehicle & Equipment	026018	\$119,245	\$52,000	\$16,160	\$0	\$0	\$0	\$0	\$16,160	\$187,405
New Parks/Greenways Vehicles and Equipment	046007	\$954,416	\$122,809	\$5,500	\$274,750	\$0	\$0	\$0	\$280,250	\$1,357,475
Public Works Vehicle & Equipment Replacement	026005	\$12,313,044	\$607,475	\$372,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,372,000	\$15,292,519
Rural Waste Vehicle and Equipment Replacement	036033	\$968,072	\$3,500	\$0	\$313,000	\$0	\$0	\$0	\$313,000	\$1,284,572
Solid Waste Facility Heavy Equipment & Vehicle Replacement	036003	\$4,171,977	\$45,286	\$388,000	\$40,000	\$40,000	\$40,000	\$40,000	\$548,000	\$4,765,263
Stormwater Vehicle & Equipment Replacement	026004	\$7,290,405	\$362,947	\$208,000	\$250,000	\$300,000	\$300,000	\$300,000	\$1,358,000	\$9,011,352
Transfer Station Heavy Equipment Replacement	036010	\$3,517,164	\$144,293	\$436,000	\$165,000	\$200,000	\$200,000	\$200,000	\$1,201,000	\$4,862,457
Fleet Management Subtotal		\$45,259,992	\$3,886,797	\$2,955,660	\$3,475,197	\$3,398,000	\$3,175,000	\$3,445,000	\$16,448,857	\$65,595,646

*The Capital Improvement projects highlighted are fully funded. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2021 – 2025 Capital Improvement Program
Capital Projects by Managing Division

Project	Project #	Life to Date FY 2019	Adj Budget FY 2020	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY21 - FY25 Total	Project Cost Total
MANAGEMENT INFORMATION SERVICES (MIS)										
County Compute Infrastructure	076008	\$4,549,308	\$738,315	\$550,000	\$600,000	\$650,000	\$650,000	\$650,000	\$3,100,000	\$8,387,623
Courtroom Technology	076023	\$1,397,432	\$310,697	\$133,820	\$133,820	\$133,820	\$133,820	\$133,820	\$669,100	\$2,377,229
E-Filing System for Court Documents	076063	\$19,518	\$247,333	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$625,000	\$891,851
Emergency Medical Services Technology	076058	\$344,517	\$40,748	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000	\$510,265
Financial Hardware and Software	076001	\$680,825	\$90,582	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000	\$896,407
Geographic Information Systems	076009	\$6,343,165	\$188,280	\$306,000	\$306,000	\$306,000	\$306,000	\$306,000	\$1,530,000	\$8,061,445
GIS Incremental Basemap Update	076060	\$3,992,179	\$298,500	\$298,500	\$298,500	\$298,500	\$298,500	\$298,500	\$1,492,500	\$5,783,179
Justice Information System (JIS) Upgrade	076065	\$0	\$0	\$0	\$0	\$250,000	\$1,000,000	\$1,000,000	\$2,250,000	\$2,250,000
Library Services Technology	076011	\$408,846	\$137,015	\$150,000	\$275,000	\$408,000	\$225,000	\$225,000	\$1,283,000	\$1,828,861
Mobile Devices	076042	\$659,376	\$25,000	\$80,000	\$90,450	\$90,914	\$91,391	\$91,883	\$444,638	\$1,129,014
Permit & Enforcement Tracking System	076015	\$1,181,503	\$702,996	\$509,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,509,000	\$3,393,499
Public Defender Technology	076051	\$561,852	\$87,798	\$110,500	\$110,500	\$110,500	\$110,500	\$110,500	\$552,500	\$1,202,150
State Attorney Technology	076047	\$505,426	\$141,841	\$149,615	\$149,615	\$149,615	\$149,615	\$149,615	\$748,075	\$1,395,342
Supervisor of Elections Technology	076005	\$564,186	\$131,084	\$95,350	\$50,000	\$50,000	\$50,000	\$50,000	\$295,350	\$990,620
User Computer Upgrades	076024	\$4,951,864	\$314,843	\$150,000	\$350,000	\$475,000	\$475,000	\$475,000	\$1,925,000	\$7,191,707
MIS Subtotal		\$26,159,997	\$3,455,032	\$2,707,785	\$2,788,885	\$3,347,349	\$3,914,826	\$3,915,318	\$16,674,163	\$46,289,192
MISCELLANEOUS										
Voting Equipment Replacement	096028	\$132,000	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000	\$182,000
Miscellaneous Subtotal		\$132,000	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000	\$182,000
PARKS & RECREATION										
Apalachee Regional Park	045001	\$3,514,944	\$3,867,771	\$287,550	\$250,000	\$100,000	\$500,000	\$500,000	\$1,637,550	\$9,020,265
Boat Landing Improvements and Renovations	047002	\$194,372	\$244,548	\$0	\$0	\$0	\$0	\$0	\$0	\$438,920
Chaires Park	046014	\$1,200,000	\$800,000	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000,000
Dog Parks - Unincorporated Area	046013	\$1,273	\$123,727	\$0	\$35,000	\$0	\$0	\$0	\$35,000	\$160,000
Fred George Park	043007	\$9,173,895	\$484,350	\$0	\$0	\$0	\$0	\$0	\$0	\$9,658,245
Greenways Capital Maintenance	046009	\$2,032,696	\$665,657	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000	\$3,948,353
J. Lee Vause Park Improvements	043001	\$122,359	\$440,774	\$0	\$0	\$0	\$0	\$0	\$0	\$563,133
L.I.F.E. Boat Landing Enhancements & Upgrades	091007	\$0	\$125,000	\$125,000	\$0	\$125,000	\$125,000	\$125,000	\$500,000	\$625,000
L.I.F.E. Recreational Amenities	091010	\$0	\$0	\$200,000	\$350,000	\$0	\$0	\$0	\$550,000	\$550,000
Parks Capital Maintenance	046001	\$4,359,925	\$2,478,512	\$450,000	\$350,000	\$350,000	\$350,000	\$350,000	\$1,850,000	\$8,688,437
Playground Equipment Replacement	046006	\$857,312	\$175,000	\$0	\$150,000	\$0	\$150,000	\$0	\$300,000	\$1,332,312
St. Marks Headwaters Greenway	047001	\$951,757	\$5,431,704	\$0	\$0	\$0	\$0	\$0	\$0	\$6,383,461
Parks & Recreation Subtotal		\$22,408,533	\$14,837,043	\$1,312,550	\$1,385,000	\$825,000	\$1,375,000	\$1,225,000	\$6,122,550	\$43,368,126
PUBLIC WORKS										
Arterial & Collector Roads Pavement Markings	026015	\$1,186,843	\$135,200	\$135,200	\$135,200	\$135,200	\$135,200	\$135,200	\$676,000	\$1,998,043
FDEP Springs Restoration Project	125-927128	\$15,503	\$1,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,515,503
Open Graded Hot Mix Maintenance and Resurfacing	026006	\$14,663,091	\$1,212,630	\$0	\$0	\$161,632	\$159,968	\$215,605	\$537,205	\$16,412,926
Stormwater Pond Repairs	066026	\$1,363,830	\$144,659	\$50,000	\$100,000	\$100,000	\$100,000	\$100,000	\$450,000	\$1,958,489
Public Works Subtotal		\$17,229,267	\$2,992,489	\$185,200	\$235,200	\$396,832	\$395,168	\$450,805	\$1,663,205	\$21,884,961
SOLID WASTE										
Household Hazardous Waste Improvements	036019	\$502,940	\$71,883	\$0	\$0	\$0	\$0	\$0	\$0	\$574,823
New Solid Waste Vehicles & Equipment	036044	\$0	\$0	\$40,200	\$0	\$0	\$0	\$0	\$40,200	\$40,200
Landfill Closure	036043	\$2,945,607	\$7,975,248	\$0	\$0	\$0	\$0	\$0	\$0	\$10,920,855
Landfill Improvements	036002	\$1,657,987	\$117,159	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000	\$1,875,146
Transfer Station Improvements	036023	\$1,134,196	\$874,935	\$150,852	\$150,852	\$150,852	\$150,852	\$150,852	\$754,260	\$2,763,391
Solid Waste Subtotal		\$6,240,730	\$9,039,225	\$211,052	\$170,852	\$170,852	\$170,852	\$170,852	\$894,460	\$16,174,415
Total Capital Improvement Program		\$277,463,227	\$101,151,883	\$22,605,768	\$22,286,287	\$24,912,648	\$24,353,845	\$25,068,290	\$119,226,838	\$497,841,948

*The Capital Improvement projects highlighted are fully funded. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2021 – 2025 Capital Improvement Program

FY 2020 Anticipated Carryforward Projects

Table 25.4 is a schedule of the anticipated carryforward projects for FY 2020. All projects are currently fully funded, except for those that are underlined and *italicized*, which may require future funding. It is anticipated that the funding for these projects will be carryforward from FY 2020 into FY 2021 in order to complete the projects.

Table 25.4 FY 2020 Anticipated Carryforward Projects

Project Title	FY 2019 Life to Date	FY 2020 Adjusted Budget	FY 2020 YTD Activity*
Culture & Recreation			
<i>Apalachee Regional Park</i>	3,514,944	3,867,771	640,190
<i>Boat Landing Improvements and Renovations</i>	194,372	244,548	31,120
Chaires Park	1,200,000	800,000	-
Dog Parks - Unincorporated Area	1,273	123,727	116,153
Fred George Park	9,173,895	484,350	2,067
<i>Greenways Capital Maintenance</i>	2,032,696	665,657	138,029
<i>L.I.F.E. Boat Landing Enhancements & Upgrades</i>	-	125,000	58,564
<i>Library Services Technology</i>	408,846	137,015	114,668
<i>New Parks/Greenways Vehicles and Equipment</i>	954,416	122,809	-
<i>Parks Capital Maintenance</i>	4,359,925	2,478,512	447,331
St. Marks Headwaters Greenway	951,757	5,431,704	78,210
Subtotal	\$22,792,124	\$14,481,093	\$1,626,332
General Government			
<i>Building Roofing Repairs and Replacements</i>	283,239	997,328	212,720
<i>County Compute Infrastructure</i>	4,549,308	738,315	442,198
<i>Courthouse Security</i>	474,231	35,000	35,030
<i>Courtroom Minor Renovations</i>	755,235	125,092	111,262
<i>Courtroom Technology</i>	1,397,432	310,697	-
<i>E-Filing System for Court Documents</i>	19,518	247,333	17,853
<i>Financial Hardware and Software</i>	680,825	90,582	30,041
<i>Fleet Management Shop Equipment</i>	288,260	12,170	3,910
<i>General Vehicle & Equipment Replacement</i>	5,188,626	472,649	74,889
<i>L.I.F.E. Miccosukee Sense of Place</i>	-	255,580	-
<i>Lake Jackson Town Center</i>	690,022	275,000	113,788
<i>Leon County Government Annex</i>	26,090,908	1,267,277	535,628
Supervisor of Elections Technology	564,186	131,084	77,290
Tourist Development Building	243,094	2,413,519	250
Voting Equipment Replacement	132,000	-	-
Subtotal	\$41,356,884	\$7,371,626	\$1,654,859
Health & Safety			
<i>Detention Facility Complex Maintenance</i>	9,568,902	4,815,652	1,311,144
Emergency Medical Services Technology	344,517	40,748	22,429
Emergency Medical Services Vehicles & Equipment	10,194,785	1,974,610	890,279
<i>Public Safety Complex</i>	15,948,059	390,701	38,672
<i>Volunteer Fire Departments</i>	368,741	287,476	4,626
Subtotal	\$36,425,004	\$7,509,187	\$2,226,715

*YTD Activity does not include encumbrances.

Leon County Fiscal Year 2021 – 2025 Capital Improvement Program

FY 2020 Anticipated Carryforward Projects

Project Title	FY 2019 Life to Date	FY 2020 Adjusted Budget	FY 2020 YTD Activity*
Physical Environment			
<u>Belair-Annawood Septic to Sewer</u>	751,958	2,760,812	87,327
Comprehensive Wastewater Treatment Project	-	500,000	-
<u>FDEP Springs Restoration Project</u>	15,503	1,500,000	4,275
Fords Arm - Lexington Pond Retrofit	3,024,851	3,999,697	1,976,030
<u>Geographic Information Systems</u>	6,343,165	188,280	81,000
<u>GIS Incremental Basemap Update</u>	3,992,179	298,500	144,296
Household Hazardous Waste Improvements	502,940	71,883	-
Killlearn Acres Flood Mitigation	3,088,545	497,677	8,700
Lake Henrietta Renovation	72,209	1,172,554	-
<u>Landfill Closure</u>	2,945,607	7,975,248	42,716
<u>Landfill Improvements</u>	1,657,987	117,159	62,558
Longwood Outfall Retrofit	2,044	223,345	-
NE Lake Munson Septic to Sewer	461,050	5,038,950	167,514
<u>Permit & Enforcement Tracking System</u>	1,181,503	702,996	203,004
Solid Waste Facility Heavy Equipment & Vehicle Replacement	4,171,977	45,286	-
<u>Transfer Station Heavy Equipment Replacement</u>	3,517,164	144,293	144,293
<u>Transfer Station Improvements</u>	1,134,196	874,935	19,048
<u>Woodville Sewer Project</u>	810,431	2,190,109	676,200
Subtotal	\$33,673,309	\$28,301,724	\$3,616,961
Transportation			
<u>2/3rds Tower Oaks Private Road Paving</u>	62,543	532,278	8,475
<u>Arterial/Collector and Local Road Resurfacing</u>	46,255,209	4,011,190	1,591,390
<u>Community Safety & Mobility</u>	8,883,241	1,251,951	31,756
<u>DOT Old Bainbridge Rd. North Monroe to the Gadsden County Line</u>	-	518,746	36,380
<u>DOT Old Bainbridge Road at Knots Lane</u>	-	141,780	20,657
<u>DOT Old Bainbridge Rd. I-10 to CC NW</u>	-	74,974	-
<u>Intersection and Safety Improvements</u>	8,760,976	4,686,478	37,089
<u>L.I.F.E. Rural Road Safety Stabilization</u>	-	175,000	-
<u>L.I.F.E. Street Lighting</u>	-	125,000	-
<u>Magnolia Drive Multi-Use Trail</u>	3,122,672	5,216,800	36,802
<u>Old Bainbridge Road Safety Improvements</u>	100,503	424,568	2,445
Public Works Design and Engineering Services	375,974	174,086	72,370
<u>Public Works Vehicle & Equipment Replacement</u>	12,313,044	607,475	15,300
<u>Sidewalk Program</u>	4,384,403	4,646,766	701,601
Smith Creek Bike Lane Phase I	-	1,108,000	81,564
Smith Creek Bike Lane Phase II	9	977,901	99,142
Springhill Road Bridge Rehabilitation	-	350,500	-
<u>Transportation and Stormwater Improvements</u>	10,791,231	5,990,031	232,753
Subtotal	\$95,049,805	\$31,013,524	\$ 2,967,724
Total Carryforward Projects	\$229,297,126	\$88,677,154	\$12,133,026

*YTD Activity does not include encumbrances.

Leon County Fiscal Year 2021 – 2025 Capital Improvement Program

Operating Budget Impacts

The following is a general description of some of the impacts that different types of projects can have on the operating budget.

Facilities

The construction or acquisition of a new facility that increases the square footage that the County is required to maintain. This increase results in additional expenses including utilities, maintenance and custodial contracts, and repairs. New community centers and libraries are typically service enhancements, and therefore also require additional staffing, operating supplies, library materials, and machinery and equipment. A new facility may also involve the cancellation of a lease on an existing facility to help offset the increased costs.

Renovations or upgrades to an existing facility are often completed to improve efficiency and/or to avoid total replacement. An increase in efficiency often results in reallocation of staff time and a decrease in costs such as maintenance, utilities, and repairs.

Parks, Greenways & Trails

The development of a new park, greenway, or trail space increases the acreage that the County is required to maintain. This increase results in additional expenses including maintenance staff, maintenance vehicles and equipment, operating supplies, and utilities.

Roadways

The improvement of roadways generally requires ongoing maintenance costs such as pothole patching, lane and crosswalk re-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 2021 – 2025 Capital Improvement Program

Operating Budget Impacts

Table 25.5 outlines the estimated impacts that some projects may have on the operating budget. Impacts are shown in the fiscal year in which they are anticipated to begin and the out-years that will be affected by additional operating costs. The impacts shown in this table are only estimates and include projects that will reduce the operating budgets of some divisions. These impact estimates are subject to change.

Table 25.5 Operating Budget Impacts by Project

Project	#	FY 2021 Estimated	FY 2022 Estimated	FY 2023 Estimated	FY 2024 Estimated	FY 2025 Estimated
Library Technology	045001	\$0	\$25,000	\$25,000	\$25,000	\$25,000
Mobile Devices	076042	\$15,000	\$15,450	\$15,914	\$16,391	\$16,883
Serenity Cemetery Expansion	076011	\$800	\$800	\$500	\$800	\$800
Total		\$15,800	\$40,950	\$41,414	\$42,191	\$42,683

Table 25.6 outlines the estimated operating budget impacts by Division. Impacts are shown in the fiscal year in which they are anticipated to begin and the out-years that will be affected by additional operating costs. The impacts shown in this table are only estimates and are subject to change. In addition, divisions may share the operating impacts of one project. For example, Facilities Management is responsible for the utilities and maintenance of the libraries, while the Library Department is responsible for personnel and operating supplies.

Table 25.6 Operating Budget Impacts by Division

Division	FY 2021 Estimated	FY 2022 Estimated	FY 2023 Estimated	FY 2024 Estimated	FY 2025 Estimated
Management Information Services	\$15,000	\$40,450	\$40,914	\$41,391	\$41,883
Public Works	\$800	\$800	\$500	\$800	\$800
Total	\$15,800	\$40,950	\$41,414	\$42,191	\$42,683

Leon County Fiscal Year 2021 – 2025 Capital Improvement Program

Culture & Recreation

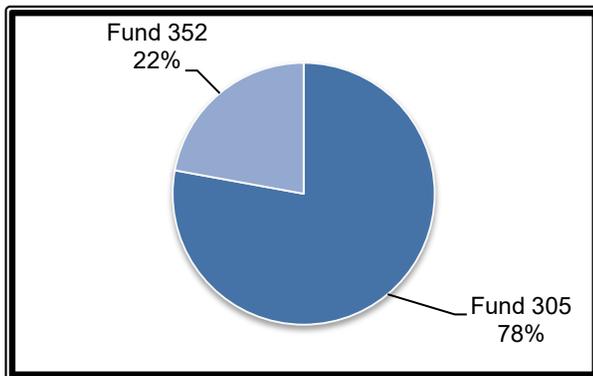
Overview

The Culture & Recreation section contains capital improvement projects designed to facilitate the provision, maintenance, and operation of culture and recreation facilities and activities. Major Culture & Recreation capital projects funded in FY 2021 include Apalachee Regional Park, Parks Capital Maintenance, Greenways Capital Maintenance, New Parks/Greenways Vehicles and Equipment, Library Services Technology and Livable Infrastructure for Everyone (L.I.F.E.) projects.

Funding Sources

Chart 25.4 illustrates that 78% (\$1.14 million) of Culture & Recreation projects are funded in FY 2021 by general revenue, or Capital Improvements Fund (Fund 305). The L.I.F.E Fund (Fund 352) is funding the remaining 22% at \$325,000.

Chart 25.4
FY 2021 Culture & Recreation Projects
by Funding Source



Managing Divisions

Table 25.7 shows Parks & Recreation will manage 14 projects, or 86% of the FY 2021 Culture & Recreation capital improvement projects. Fleet Management and Management Information Services will each manage one project for the remaining 14% of the Culture & Recreation capital improvement projects for FY 2021.

Table 25.7
FY 2021 Culture & Recreation Projects
by Managing Division

Managing Division	# of Projects	FY 2021 Budget
Parks & Recreation	12	\$1,312,550
Management Information Services	1	\$150,000
Fleet Management	1	\$5,500
Total	14	\$1,468,050

Operating Budget Impacts

Table 25.8 shows the estimated impacts that some Culture & Recreation projects have on the operating budget. Impacts are shown in the fiscal year which they are anticipated to begin as well as the out-years that are affected by additional operating costs. These impacts are only estimates and subject to change.

Table 25.8 Culture & Recreation Operating Budget Impacts

Project	Project #	FY 2021 Estimate	FY 2022 Estimate	FY 2023 Estimate	FY 2024 Estimate	FY 2025 Estimate
Library Services Technology	076011	\$0	\$25,000	\$25,000	\$25,000	\$25,000
Total		\$0	\$25,000	\$25,000	\$25,000	\$25,000

Leon County Fiscal Year 2021 – 2025 Capital Improvement Program

Culture & Recreation Index

Page	Project	#	FY 2019 Life to Date	FY 2020 Adj Budget	FY 2021 Budget	FY21-FY25 Total	Project Total
25-20	Apalachee Regional Park	045001	\$3,514,944	\$3,867,771	\$287,550	\$1,637,550	\$9,020,265
25-21	Boat Landing Improvements and Renovations	047002	\$194,372	244,548	\$0	\$0	\$438,920
25-22	Chaires Park	046014	\$1,200,000	\$800,000	\$0	\$0	\$2,000,000
25-23	Dog Parks – Unincorporated Area	046013	\$1,273	\$123,727	\$0	\$35,000	\$160,000
25-24	Fred George Park	043007	\$9,173,895	\$484,350	\$0	\$0	\$9,658,245
25-25	Greenways Capital Maintenance	046009	\$2,032,696	\$665,657	\$250,000	\$1,250,000	\$3,948,353
25-26	J. Lee Vause Park Improvements	043001	\$122,359	\$440,774	\$0	\$0	\$563,133
25-27	L.I.F.E. Boat Landing Enhancements & Upgrades	091007	\$0	\$125,000	\$125,000	\$500,000	\$625,000
25-28	L.I.F.E. Recreational Amenities	091010	\$0	\$0	\$200,000	\$550,000	\$550,000
25-29	Library Services Technology	076011	\$408,846	\$137,015	\$150,000	\$1,283,000	\$1,828,861
25-30	New Parks/Greenways Vehicles and Equipment	046007	\$954,416	\$122,809	\$5,500	\$280,250	\$1,357,475
25-31	Parks Capital Maintenance	046001	4,359,925	2,478,512	450,000	\$1,850,000	\$8,688,437
25-32	Playground Equipment Replacement	046006	\$857,312	\$175,000	\$0	\$300,000	\$1,332,312
25-33	St. Marks Headwaters Greenway	047001	\$951,757	\$5,431,704	\$0	\$0	\$6,383,461
Culture & Recreation Total			\$23,771,795	\$15,096,867	\$1,468,050	\$7,685,800	\$46,554,462

*The Capital Improvement projects highlighted are fully funded in FY 2020. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Apalachee Regional Park

Dept/Div:	Parks & Recreation	Comp Plan CIE Project:	Yes
Project #:	045001	Capital Improvement:	N/A
Service Type:	Culture & Recreation	Level of Service Standard:	N/A
Status:	Existing Project - Carryforward	Strategic Initiative:	EC1,EC4,Q1

Project Description/Justification

This project is for ongoing park improvements associated with creating a positive economic impact for the community and implementing the Master Plan. Improvements for the cross country course area include: water infrastructure, a permanent restroom with the incorporation of solar energy panels, an awards stage, operations building, and pavilion. Construction is underway with an anticipated completion in December 2020. Relocation of the airfield was completed in FY 2020. Other improvements scheduled to occur during FY 2021 and FY 2022 include the construction of the wildlife viewing platforms, construction of trails, and the construction of the signature entrance. Funding in FY 2023 will be used to construct the dog park and as seed money for additional master plan amenities including the nature-based playground and disc golf courses. Funding in FY 2024 & FY 2025 will be used to continue to develop a master plan for the park, as well as evaluate additional opportunities for trail expansion and opportunities to create additional amenities after the relocation of the Household Hazardous Waste Center and the Rural Waste Services Center roll-off site.

Strategic Initiative

- Continue to work with FSU to bid and host NCAA cross country national and regional championships at Apalachee Regional Park. (2016-5)
- Develop a master plan for the Apalachee Regional Park. (2016-24A)
- Further enhance our competitiveness in attracting national and regional running championships by making additional strategic investments at the Apalachee Regional Park. (2016-12)
- Identify opportunities to create dog parks in the unincorporated area. (2016-24F)
- Explore new opportunities for solar on County facilities. (2016-21)

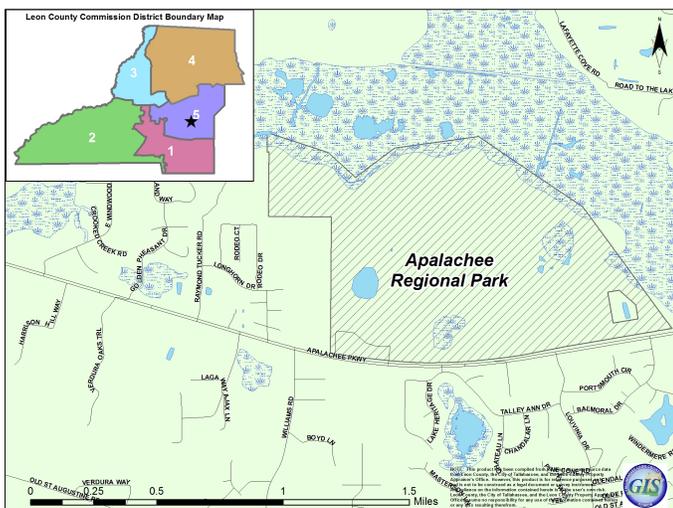
Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	2,181,706	2,661,176	289,538	287,550	250,000	100,000	500,000	500,000	1,637,550	6,480,432
309 Sales Tax - Extension	839,751	1,206,595	350,652	0	0	0	0	0	0	2,046,346
401 Solid Waste	493,487	0	0	0	0	0	0	0	0	493,487
	<u>3,514,944</u>	<u>3,867,771</u>	<u>640,190</u>	<u>287,550</u>	<u>250,000</u>	<u>100,000</u>	<u>500,000</u>	<u>500,000</u>	<u>1,637,550</u>	<u>9,020,265</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



Cross Country Event at Apalachee Regional Park

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Boat Landing Improvements and Renovations

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **047002** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Revised Project** Strategic Initiative: **Q1**

Project Description/Justification

This project addresses County boat landing improvements and renovations. The County maintains 25 boat landings located on seven water bodies (Carr Lake, Lake Iamonia, Lake Jackson, Lake Miccosukee, Lake Munson, Lake Talquin and the Ochlocknee River). These facilities range from very minimal (i.e. solely dirt ramp) to the more full-service-type landing with concrete ramps, floating docks, fish cleaning stations, fishing piers and adjacent campgrounds.

In February 2017, a Boat Landing Inspection Report was completed for seven of the County's most highly used landings. The report identified specific, significant improvements for Crowder Boat Landing and Williams Landing. Improvements include enhancements to aging infrastructure such as retaining walls, ramps and stormwater conveyances. Additional projects include the systematic replacement of nine fishing piers. This project will also be supplemented with funds from Boating Improvement fees received from the State. Current funding will be used for the Crowder Boat Landing improvements. Out year funding for Williams Landing and additional projects will come from a portion of the 2% share of the Blueprint 2020 Sales Tax LIFE funding project #091007.

Strategic Initiative

N/A

Financial Summary

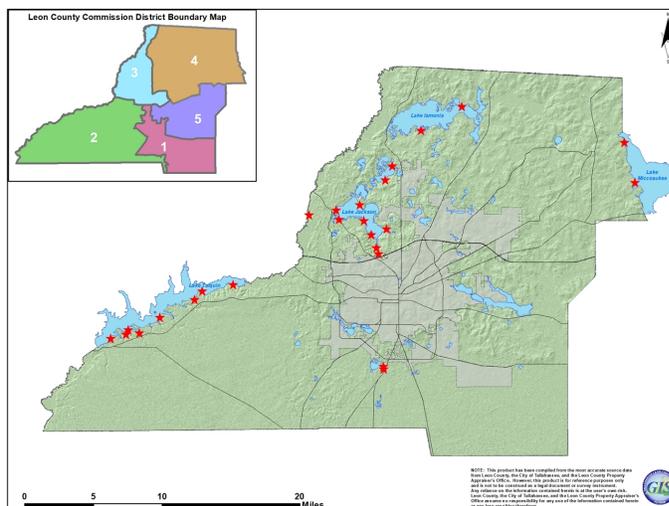
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	194,372	244,548	31,120	0	0	0	0	0	0	438,920
	<u>194,372</u>	<u>244,548</u>	<u>31,120</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>438,920</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

This project is for the refurbishment of boat landings that are already maintained in the existing Parks and Recreation operating budget.



Leon County Fiscal Year 2021-2025 Capital Improvement Program

Chaires Park

Dept/Div: **Parks & Recreation**
 Project #: **046014**
 Service Type: **Culture & Recreation**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative:

Project Description/Justification

The project funds recreational amenities for Daniel B. Chaires Park. Grading and construction of the stormwater facilities for a new Chaires baseball field are being done in house through the Division of Operations and began in early 2018. At the April 23, 2019 budget workshop, the Board considered a budget discussion item regarding the ballfield project. Due to unique access, stormwater, and parking needs of the site, cost estimates came in at \$2 million, leaving an \$800,000 shortfall needed to complete the ballfield project. Subsequently, a community meeting was held on May 22, 2019 to gather feedback regarding improvements to the park and provide recommendations for Board consideration at the June budget workshop.

During the June 18, 2019 budget workshop, additional funding was allocated in FY 2020 for the construction of a 60/90 baseball field and bids for construction were submitted in the summer of FY 2020. On June 9, 2020 a bid opening was held and the lowest bid was \$2.6 million resulting in budget shortfall of \$600,000. The Board considered the bid award at its August 14, 2020 commission meeting and requested staff bring back a bicycle park alternative and concept plan. Currently, IMBA Trail Solutions has been engaged to create a concept plan and the kick-off site visit was conducted on August 11, 2020. An agenda item will be brought back to the Board in September 2020 for consideration.

Funding for Chaires Park is split between this project and Parks Capital Maintenance with \$1.2 million allocated within the Parks Capital Maintenance project budget.

Strategic Initiative

N/A

Financial Summary

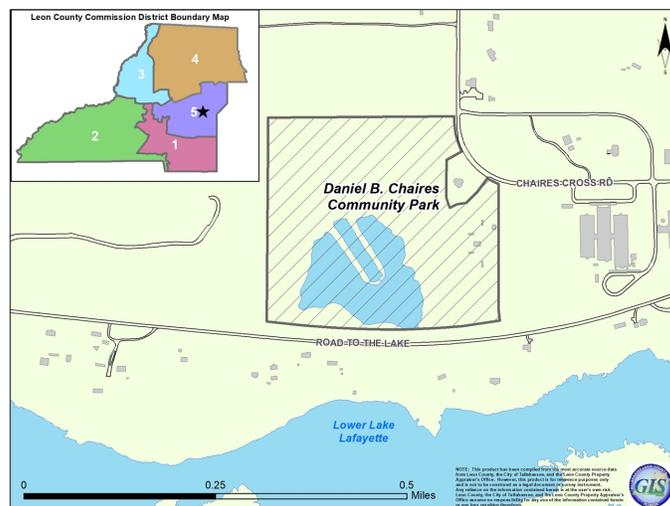
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	800,000	0	0	0	0	0	0	0	800,000
	0	800,000	0	0	0	0	0	0	0	800,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

Increased utility costs for lighting and irrigation; field maintenance costs, such as fertilizer, sand, chalk, etc.; and an increase in contractual services for mowing and turf management, once ballfield is complete.



Leon County Fiscal Year 2021-2025 Capital Improvement Program

Dog Parks - Unincorporated Area

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **046013** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **Q1, Q6**

Project Description/Justification

This project is for design and construction of dog parks in the unincorporated area. 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 2022 will be utilized to construct the third off-leash area at Robinson Road Park.

Strategic Initiative

Identify opportunities to create dog parks in the unincorporated area. (2016-24F)

Financial Summary

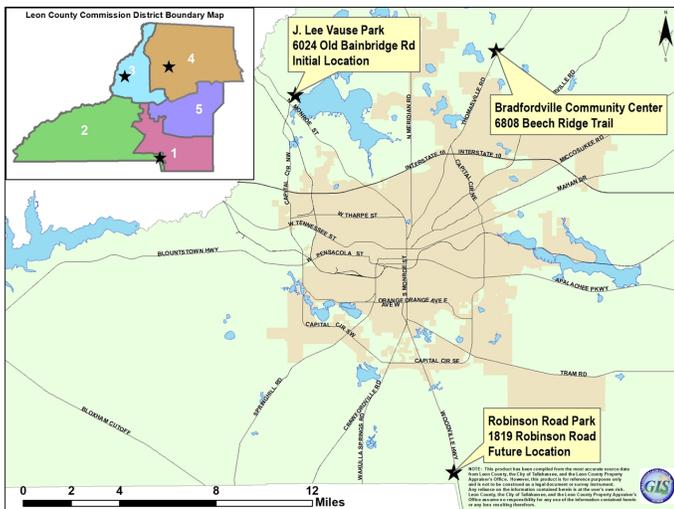
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,273	123,727	75,583	0	35,000	0	0	0	35,000	160,000
	<u>1,273</u>	<u>123,727</u>	<u>75,583</u>	<u>0</u>	<u>35,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>35,000</u>	<u>160,000</u>

Policy/Comprehensive Plan Information

FY2017-FY2021 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 2021-2025 Capital Improvement Program

Fred George Park

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **043007** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Revised Project** Strategic Initiative: **EN2, Q1**

Project Description/Justification

This project is for the development of the Fred George Greenway and Park in accordance with amenities and activities outlined in the Land Management Plan. Phases of the park's remaining development will include, the design, permitting, and construction of a second trash trap (located at Keystone Ct.); wetland restoration; the extension of water and sewer lines to the museum; and the construction of boardwalks and two observation decks. Program funding for FY 2021 through FY 2025 will be allocated from Blueprint.

Blueprint allocation will not be available until St. Marks Headwaters has been completed.

Strategic Initiative

N/A

Financial Summary

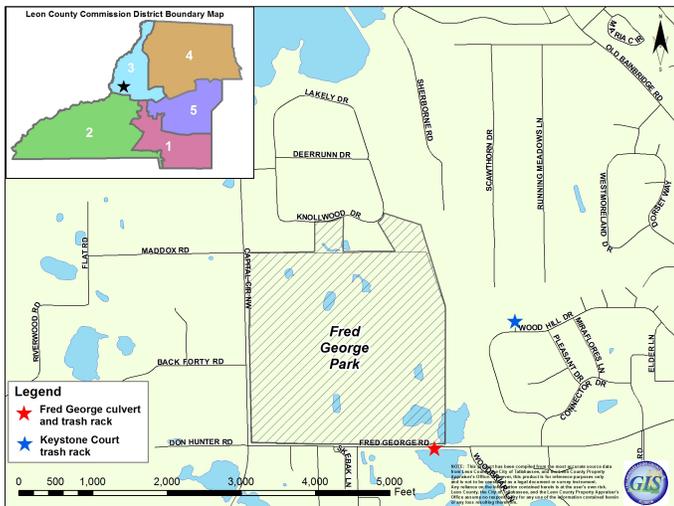
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
125 Grants	5,198,732	0	0	0	0	0	0	0	0	5,198,732
305 Capital Improvements	720,739	0	0	0	0	0	0	0	0	720,739
309 Sales Tax - Extension	3,254,424	484,350	2,067	0	0	0	0	0	0	3,738,774
	9,173,895	484,350	2,067	0	0	0	0	0	0	9,658,245

Policy/Comprehensive Plan Information

Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3; 1.2.1 and 1.2.
 Fred George Basin Greenway Management Plan (August 2009)
 Fred George Basin FCT Grant Agreement #07-102-FF7 (requires what amenities must be constructed on the property)

Operating Budget Impact

N/A



Fred George Park and Greenway

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Greenways Capital Maintenance

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **046009** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Revised Project** Strategic Initiative: **EN2, Q1**

Project Description/Justification

This project is for maintenance (mowing, tree trimming, fence repair, invasive plant control, etc.) and small-scale improvement projects (signage, additional benches or picnic tables, tree plantings, etc.) of greenways and green spaces within the County's Parks and Recreation system. This project will address needs that arise within the J.R. Alford, Micosukee, Fred George Greenways, NE Park trails and the Orchard Pond trails. These properties have to be managed in accordance with separate and distinct Land Management Plans with the exception of the Northeast Park. In addition, renovations and/or improvements identified as trail priorities.

Strategic Initiative

N/A

Financial Summary

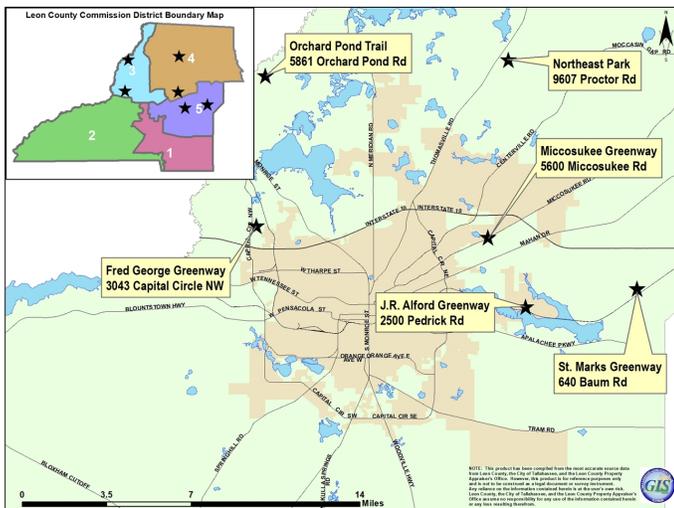
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
125 Grants	100,294	0	0	0	0	0	0	0	0	100,294
127 Grants - Interest Bearing	1,830	0	0	0	0	0	0	0	0	1,830
305 Capital Improvements	1,930,572	665,657	138,029	250,000	250,000	250,000	250,000	250,000	1,250,000	3,846,229
	2,032,696	665,657	138,029	250,000	250,000	250,000	250,000	250,000	1,250,000	3,948,353

Policy/Comprehensive Plan Information

Lease Agreements between Leon County and the DEP for the sublease of lands
 J.R. Alford Greenway Management Plan (December 18, 2013)
 Micosukee 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 2021-2025 Capital Improvement Program

J. Lee Vause Park Improvements

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **043001** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EN2, Q1**

Project Description/Justification

J. Lee Vause Park on Old Bainbridge Rd has become a hub for Parks' operations on the northern side of the County as facilities have grown and expanded. Parks in the Lake Jackson/J. Lee Vause Park vicinity include: Canopy Oaks Park, Jackson View Landing, Jackson View Park, Crowder Landing, Sunset Landing, Fred George Greenway and Park, and Parwez "PA" Alam Park. This project is for the construction of work space and additional storage to ensure the continuation of efficient service delivery. The building will provide a safe location for all equipment and tools protecting them from the elements and securing the tangible investment. It will also provide limited space for staff to perform administrative work or conduct minor maintenance activities. Project permitting is complete. Due to COVID-19 and implemented budget balancing strategies, this project has been deferred.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	53,576	440,774	2,923	0	0	0	0	0	0	494,350
318 Bond Series 1999 Construction	68,783	0	0	0	0	0	0	0	0	68,783
	122,359	440,774	2,923	0	0	0	0	0	0	563,133

Policy/Comprehensive Plan Information

Lake Jackson Blueway Plan (adopted March 8, 2016)

Operating Budget Impact

No operating impact with the new operations building.



J. Lee Vause Park

Leon County Fiscal Year 2021-2025 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 Initiative: **Q1**

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

Leon County maintains 25 boat landings located on seven water bodies (Carr Lake, Lake Iamonia, Lake Jackson, Lake Miccosukee, Lake Munson, Lake Talquin and Ochlocknee River). Funds are budgeted annually through the Capital Improvement Program for boat landings; improvements are made when adequate funds are accumulated to complete a project. L.I.F.E. Program funding is programmed in the upcoming years for Williams, Blount, Hall, and Rhoden Cove Landings and the replacement of fishing piers.

The FY 2021 and FY 2023 through FY 2025 funding is budgeted at \$125,000 to address priorities for fishing pier replacements that need immediate attention.

Strategic Initiative

N/A

Financial Summary

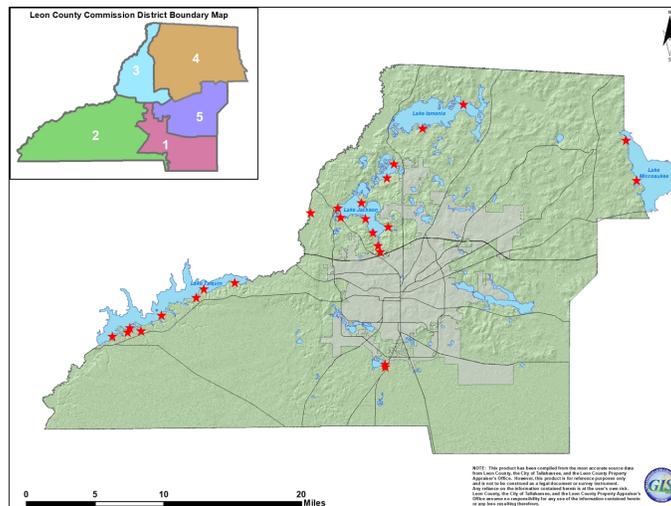
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	125,000	58,564	125,000	0	125,000	125,000	125,000	500,000	625,000
	<u>0</u>	<u>125,000</u>	<u>58,564</u>	<u>125,000</u>	<u>0</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>	<u>500,000</u>	<u>625,000</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2021-2025 Capital Improvement Program

L.I.F.E. Recreational Amenities

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **091010** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative:

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

Leon County provides over 3,800 acres of park space and greenways, playgrounds, trails, boardwalks, baseball fields, multi-purpose fields, concession stands, etc. L.I.F.E. funding is dedicated to assist in paying for updates and improvements for these different amenities. While the County's current five year CIP provides funding for planned improvements, once a park is operational and being actively used, minor enhancements are identified often through citizen input (for example, the provision of additional grills, shade for a particular area or an additional shelter). Additionally, over time, concession stand and restroom expansions are often needed to accommodate growth in usage.

Initial funding in this category is recommended to fund the replacement and upgrade of the J. Vause Park Boardwalk, including enhancements to provide greater access to persons of all mobility levels. Given the age and condition, the existing boardwalk has been removed due to safety concerns.

Strategic Initiative

N/A

Financial Summary

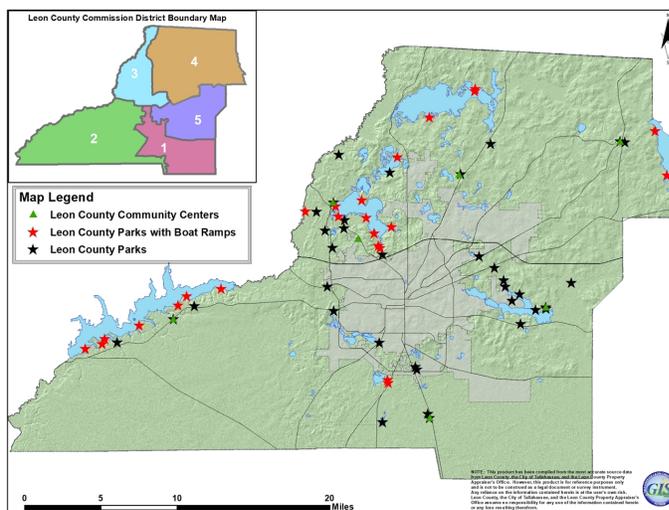
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	200,000	350,000	0	0	0	550,000	550,000
	<u>0</u>	<u>0</u>	<u>0</u>	<u>200,000</u>	<u>350,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>550,000</u>	<u>550,000</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2021-2025 Capital Improvement Program

Library Services Technology

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076011** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **Q2**

Project Description/Justification

This project is for technology improvements for Library Services.

The FY 2021 budget provides for ongoing technologies for the Libraries:

RFID inventory system/self check kiosks: \$150,000 - funding was provided from library savings related to the elimination of 12.50 positions.

Out-year funding includes:

Digital signage: \$75,000

Public computers: \$50,000

Security cameras: \$108,000 (B.L. Perry Branch - \$12,000; Eastside Branch - \$10,000; Ft. Braden Branch - \$10,000; Lake Jackson Branch - \$9,000; Main Library - \$44,000; Northeast Branch - \$13,000; Woodville Branch - \$9,500)

Strategic Initiative

N/A

Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	408,846	137,015	17,830	150,000	250,000	383,000	200,000	200,000	1,183,000	1,728,861
	<u>408,846</u>	<u>137,015</u>	<u>17,830</u>	<u>150,000</u>	<u>250,000</u>	<u>383,000</u>	<u>200,000</u>	<u>200,000</u>	<u>1,183,000</u>	<u>1,728,861</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

<u>Funding Source</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>
305 Capital Improvements	0	25,000	25,000	25,000	25,000
	<u>0</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 2021-2025 Capital Improvement Program

Parks Capital Maintenance

Dept/Div:	Parks & Recreation	Comp Plan CIE Project:	N/A
Project #:	046001	Capital Improvement:	N/A
Service Type:	Culture & Recreation	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Initiative:	EN2, Q1

Project Description/Justification

This project includes \$450,000 for FY 2021 and \$350,000 per year for the maintenance and replacement of equipment at all countywide parks including, but not limited to fencing, safety corrections on equipment, paving and parking lot improvements, facility signs, maintenance, irrigation, turf management, as well as tennis and basketball court maintenance. Over the next five-years large projects are to include construction of amenities for the Coe Landing expansion acquisition, and resurfacing of the Chaires Park tennis courts.

Strategic Initiative

N/A

Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	4,359,925	2,478,512	429,172	450,000	350,000	350,000	350,000	350,000	1,850,000	8,688,437
	<u>4,359,925</u>	<u>2,478,512</u>	<u>429,172</u>	<u>450,000</u>	<u>350,000</u>	<u>350,000</u>	<u>350,000</u>	<u>350,000</u>	<u>1,850,000</u>	<u>8,688,437</u>

Policy/Comprehensive Plan Information

Parks & Recreation Master Plan (1997)

Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3

Operating Budget Impact

Operating impacts will include increased lighting at the basketball court as well as an increase in contractual services for mowing services at the Coe Landing expansion acquisition.



Parks Capital Maintenance Facility Signs – St. Marks Greenway

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Playground Equipment Replacement

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **046006** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **Q1**

Project Description/Justification

This project is for the replacement of playground equipment within the Leon County Parks and Recreation program. In addition, this project will also establish new play areas within the parks system. Playground equipment generally has a life span of 15 years unless safety regulations change or unexpected damage occurs. This replacement program will include the purchase and installation of a rubber safety surface under the equipment. All playground equipment in county parks is inspected several times a year by licensed playground inspectors to ensure safety requirements are being met.

Playground equipment replacement schedule:

FY 2022 - Pedrick Pond Park (new)
 FY 2022 - Jackson View & Stoneler Park safety surface patch
 FY 2024 - J. Lee Vause (replacement)

Strategic Initiative

N/A

Financial Summary

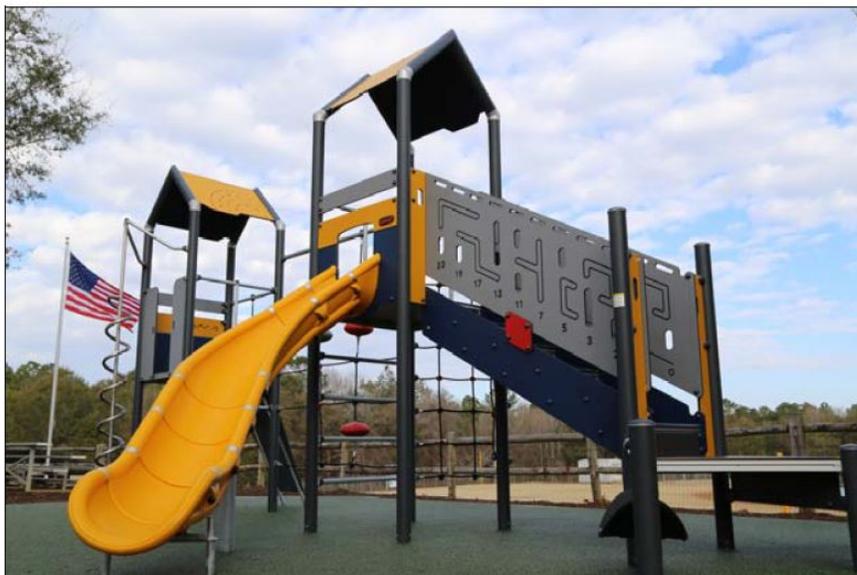
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	857,312	175,000	40,026	0	150,000	0	150,000	0	300,000	1,332,312
	<u>857,312</u>	<u>175,000</u>	<u>40,026</u>	<u>0</u>	<u>150,000</u>	<u>0</u>	<u>150,000</u>	<u>0</u>	<u>300,000</u>	<u>1,332,312</u>

Policy/Comprehensive Plan Information

Parks & Recreation Master Plan (1997)
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3

Operating Budget Impact

N/A



Playground Equipment located at Fort Braden Park

Leon County Fiscal Year 2021-2025 Capital Improvement Program

St. Marks Headwaters Greenway

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **047001** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EN2, Q1**

Project Description/Justification

This project is for the construction of a parking lot, trail systems, boardwalks, viewing areas, playground, and shelters to comply with the State Management Plan and Florida Communities Trust grant requirements.

Phase I, the trail head on Baum Road and about three miles of trail opened in January 2018. Phase II consists of a larger trail head on Buck Lake Rd, three spans of boardwalk with observation platforms, a permanent restroom facility, a nature-based playground, and trails. Funding for Phase II will be provided through Blueprint.

Phase I - Construction completed January 2018

Phase II - Design initiated February 2018, community input in the design was delayed in FY 2020 due to COVID-19 restriction and this is anticipated to resume in FY 2021, with construction proceeding accordingly.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
125 Grants	592,660	5,351,126	78,210	0	0	0	0	0	0	5,943,786
305 Capital Improvements	309,097	80,578	0	0	0	0	0	0	0	389,675
309 Sales Tax - Extension	50,000	0	0	0	0	0	0	0	0	50,000
	<u>951,757</u>	<u>5,431,704</u>	<u>78,210</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>6,383,461</u>

Policy/Comprehensive Plan Information

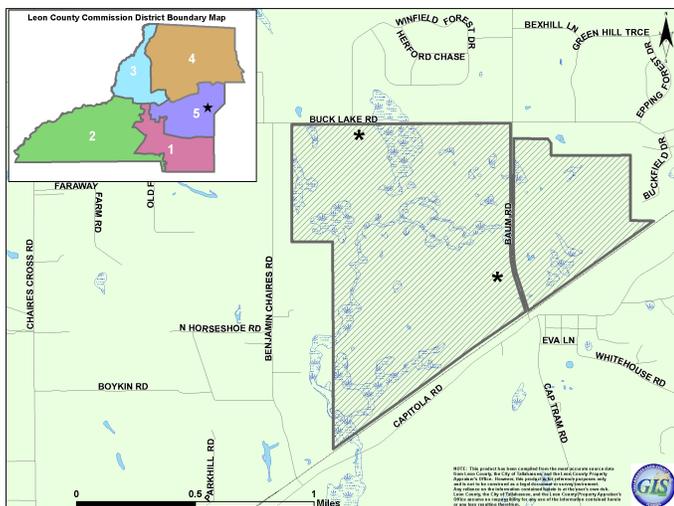
St. Marks Headwaters Greenway Management Plan approved by the Florida Communities Trust.

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.



St. Marks Headwaters Greenway- Grand Opening Ceremony

Leon County Fiscal Year 2021 – 2025 Capital Improvement Program

General Government

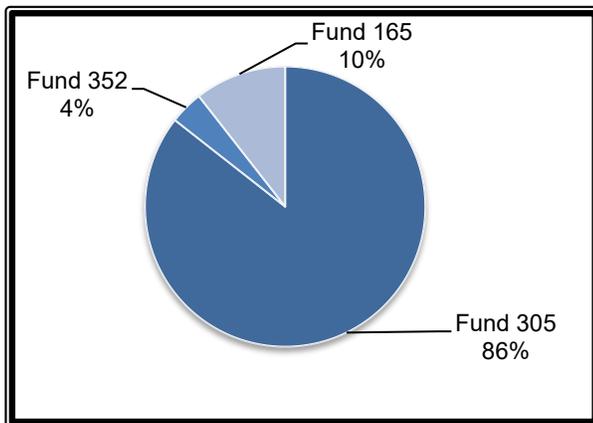
Overview

The General Government section contains capital improvement projects designed to facilitate the provision of services by the legislative and administrative branches of Leon County government. Major General Government capital projects funded in FY 2021 include Building Infrastructure and Improvements, County Compute Infrastructure, Solar Array Installation, Leon County Government Annex, General Vehicles and Equipment Replacements, ESCO Capital Contribution and the Livable Infrastructure for Everyone (L.I.F.E.) Miccosukee Sense of Place project.

Funding Source

Chart 25.5 illustrates that 86% (\$4,459,625) of the FY 2021 General Government capital improvement budget is funded by the Capital Improvements Fund (Fund 305). The County Government Annex Fund (Fund 165) is funding 10% (\$550,000) of the General Government budget for improvements of that facility. The Sales Tax Extension Fund (Fund 352) will fund 4% (\$200,850) for L.I.F.E. Miccosukee Sense of Place.

Chart 25.5
FY 2021 General Government Projects
by Funding Source



Managing Divisions

Table 25.9 shows Facilities Management will manage twelve projects or 40%, while Management Information Services will manage ten projects, or 33% of the General Government capital improvement projects for FY 2021. Engineering Services, Fleet Management, and various other divisions will manage the remaining 27% of the FY 2021 General Government projects.

Table 25.9
FY 2021 General Government Projects
by Managing Division

Managing Division	# of Projects	FY 2021 Budget
Facilities Management	12	\$3,164,180
Management Information Systems	10	\$1,419,285
Engineering Services	4	\$316,160
Fleet Management	3	\$260,850
Miscellaneous*	1	\$50,000
Total	30	\$5,210,475

*Supervisor of Elections Voting Equipment

Operating Budget Impacts

Table 25.10 shows the estimated impacts that some General Government projects have on the operating budget. Impacts are shown in the fiscal year that they are anticipated to begin as well as the out-years that are affected by additional operating costs. These impacts are only estimates and subject to change.

Table 25.10 General Government Operating Budget Impacts

Project	Project #	FY 2021 Estimate	FY 2022 Estimate	FY 2023 Estimate	FY 2024 Estimate	FY 2025 Estimate
Mobile Devices	076042	\$15,000	\$15,450	\$15,914	\$16,391	\$16,883
Serenity Cemetery Expansion	091002	\$800	\$500	\$500	\$800	\$800
Total		\$15,800	\$15,950	\$16,414	\$17,191	\$17,683

Leon County Fiscal Year 2021 – 2025 Capital Improvement Program

General Government Index

Page	Project	#	FY 2019 Life to Date	FY 2020 Adj Budget	FY 2021 Budget	FY21-FY25 Total	Project Total
25-36	Architectural & Engineering Services	086011	\$561,723	\$84,546	\$60,000	\$300,000	\$946,269
25-37	Building General Maintenance and Renovations	086079	\$397,566	\$1,815,334	\$273,000	\$1,608,000	\$3,820,900
25-38	Building Infrastructure and Improvements	086078	\$1,247,860	\$2,117,605	\$410,180	\$3,951,040	\$7,316,505
25-39	Building Mechanical Repairs and Improvements	086077	\$1,674,563	\$1,684,029	\$416,000	\$3,514,000	\$6,872,592
25-40	Building Roofing Repairs and Replacements	086076	\$283,239	\$997,328	\$650,000	\$2,925,000	\$4,205,567
25-41	Common Area Furnishings	086017	\$489,162	\$33,750	\$30,000	\$150,000	\$672,912
25-42	County Compute Infrastructure	076008	\$4,549,308	\$738,315	\$550,000	\$3,100,000	\$8,387,623
25-43	Courthouse Renovations	086027	\$9,637,083	\$870,557	\$40,000	\$200,000	\$10,707,640
25-44	Courthouse Security	086016	\$474,231	\$35,000	\$35,000	\$165,000	\$674,231
25-45	Courtroom Minor Renovations	086007	\$755,235	\$125,092	\$60,000	\$300,000	\$1,180,327
25-46	Courtroom Technology	076023	\$1,397,432	\$310,697	\$133,820	\$669,100	\$2,377,229
25-47	E-Filing System for Court Documents	076063	\$19,518	\$247,333	\$125,000	\$625,000	\$891,851
25-48	ESCO Capital Contribution	086082	\$0	\$0	\$650,000	\$650,000	\$650,000
25-49	Financial Hardware and Software	076001	\$680,825	\$90,582	\$25,000	\$125,000	\$896,407
25-50	Fleet Management Shop Equipment	026010	\$288,260	\$12,170	\$0	\$231,447	\$531,877
25-51	General Vehicle & Equipment Replacement	026003	\$5,188,626	\$472,649	\$300,000	\$2,316,000	\$7,977,275
25-52	Justice Information System (JIS) Upgrade	076065	\$0	\$0	\$0	\$2,250,000	\$2,250,000
25-53	Lake Jackson Town Center	083002	\$690,022	\$275,000	\$0	\$0	\$965,022
25-55	L.I.F.E. Miccosukee Sense of Place	091004	\$0	\$255,580	\$200,850	\$945,490	\$1,201,070
25-54	Leon County Government Annex	086025	\$26,090,908	\$1,267,277	\$550,000	\$1,635,000	\$28,993,185
25-56	Mobile Devices	076042	\$659,376	\$25,000	\$80,000	\$444,638	\$1,129,014
25-57	New General Vehicle & Equipment	026018	\$119,245	\$52,000	\$16,160	\$16,160	\$187,405
25-58	Public Defender Technology	076051	\$561,852	\$87,798	\$110,500	\$552,500	\$1,202,150
25-59	Serenity Cemetery Expansion	091002	\$0	\$0	\$0	\$340,000	\$340,000
25-60	Solar Arrays on County Buildings	086081	\$0	\$50,000	\$50,000	\$250,000	\$300,000
25-61	State Attorney Technology	076047	\$505,426	\$141,841	\$149,615	\$748,075	\$1,395,342
25-62	Supervisor of Elections Technology	076005	\$564,186	\$131,084	\$95,350	\$295,350	\$990,620
25-63	Tourist Development Building	086065	\$243,094	\$2,413,519	\$0	\$0	\$2,656,613
25-64	User Computer Upgrades	076024	\$4,951,864	\$314,843	\$150,000	\$1,925,000	\$7,191,707
25-65	Voting Equipment Replacement	096028	\$132,000	\$0	\$50,000	\$50,000	\$182,000
General Government Total			\$62,162,604	\$14,648,929	\$5,210,475	\$30,281,800	\$107,093,333

*The Capital Improvement projects highlighted are fully funded in FY 2020. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Architectural & Engineering Services

Dept/Div: **Engineering Services**
 Project #: **086011**
 Service Type: **General Government**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **G2,G5**

Project Description/Justification

This project is for architectural and engineering services that occur routinely throughout the year and are necessary to insure the safety and consistency of operations in County buildings. Routine operating maintenance of County buildings occasionally involves the discovery of structural deterioration and mechanical or electrical failures that warrant an immediate investigative action and proposed course to solution from an architect or engineer.

Strategic Initiative

N/A

Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	561,723	84,546	30,453	60,000	60,000	60,000	60,000	60,000	300,000	946,269
	<u>561,723</u>	<u>84,546</u>	<u>30,453</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>946,269</u>

Policy/Comprehensive Plan Information

Florida Statutes 479, 480, 481 and 489 - compliance with licensing requirements for certain classes of planning and design activity.

Operating Budget Impact

N/A



Architectural & Engineering Services- Electrical Panels

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Building General Maintenance and Renovations

Dept/Div:	Facilities Management	Comp Plan CIE Project:	N/A
Project #:	086079	Capital Improvement:	N/A
Service Type:	General Government	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Initiative:	G2

Project Description/Justification

This project includes general maintenance and renovation projects such as the following: (1) Landscaping plant renewal; (2) Replacement of the tile at the main library; (3) R&S Health Clinic enhancements; (4) Parking Lot/garage repairs and striping; (5) Parking lot gates and ticket readers; and (6) Cooperative Extension Agriculture (Co-Op) Center Building Renovations. General Maintenance and Renovations will proactively mitigate any potential deterioration; (7) Library enhancements renovations; (8) Replacement of the tile at the BL Perry Branch Library; (9) Amtrak and Domi brick and mortar repairs, and replacement of sliding doors at various buildings.

FY 2021: \$273,000 - Replacement of sliding doors at various buildings; landscaping renewal of general planting; main library 1st floor tile; parking lot/garage repairs; striping, parking lot gates and ticket readers; Amtrak and Domi brick and mortar repairs.

FY 2022: \$330,000 - Replacement of sliding doors at various buildings; parking lot/garage repairs and striping; parking lot gates and ticket readers; library enhancements renovations; exterior painting at the Main Health Dept bldg.

FY 2023: \$345,000 - Replacement of sliding doors at various buildings; additional area of the main library 1st floor tile; parking lot/garage repairs and striping; parking lot gates and ticket readers; landscaping including renewal of general planting; library enhancements renovations; exterior painting at the Main Health Dept bldg.

FY 2024: \$300,000 - Replacement of sliding doors at various buildings; additional area of the main library 1st floor tile; parking lot/garage repairs and striping, parking lot gates and ticket readers; library enhancements/renovations.

FY 2025: \$360,000 - Replacement of sliding doors at various buildings; landscaping renewal of general planting; parking lot/garage repairs and striping; parking lot gates and ticket readers; library enhancements/renovations; and replacement of BL Perry Branch library tile floor.

Strategic Initiative

N/A

Financial Summary

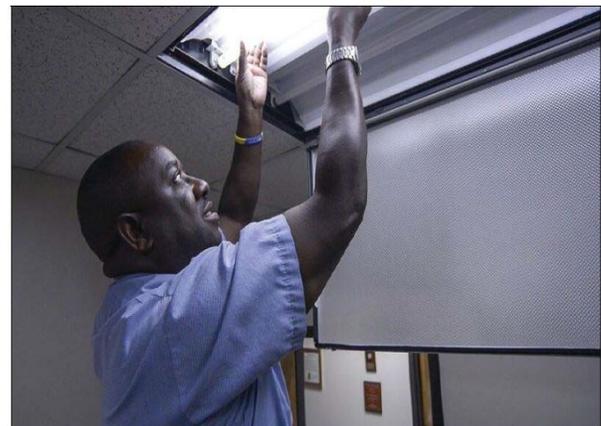
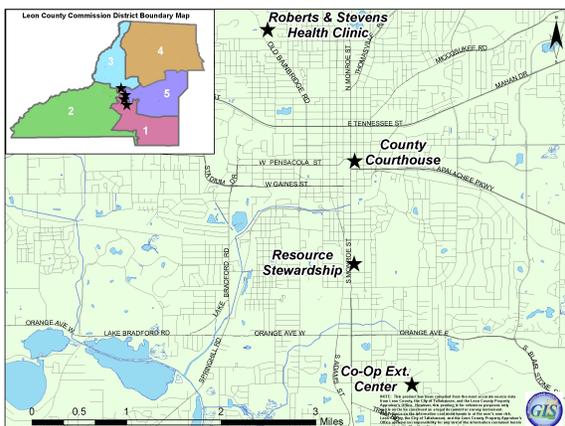
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	397,566	1,815,334	363,362	273,000	330,000	345,000	300,000	360,000	1,608,000	3,820,900
	<u>397,566</u>	<u>1,815,334</u>	<u>363,362</u>	<u>273,000</u>	<u>330,000</u>	<u>345,000</u>	<u>300,000</u>	<u>360,000</u>	<u>1,608,000</u>	<u>3,820,900</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Building General Maintenance

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Building Infrastructure and Improvements

Dept/Div: **Facilities Management** Comp Plan CIE Project: **N/A**
 Project #: **086078** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project includes all infrastructure and maintenance improvement projects consisting of the following: (1) Pre-fab restroom (Lake Munson & Alford Greenway); (2) Tharpe Street renovation and sprinkler system; (3) Courthouse exterior maintenance; (4) Courthouse ADA restrooms; (5) Miccosukee/Concord Community Center enhancements; (6) Renaissance Building multiple improvement projects; (7) Design and renovation of Urinalysis/Drug Building; and (8) Bradfordville Community Center siding replacement.

FY 2021: \$410,180 - Tharpe Street renovation and sprinkler system; Pre-fab restroom Lake Munson; and Renaissance Building multiple improvement projects. Design phase for pre-fab restrooms J.R. Alford Arm Greenway, and Urinalysis/Drug building.

FY 2022: \$650,000 - Final phase for pre-fab restrooms J.R. Alford Arm Greenway. Initial funding for renovations of Urinalysis/Drug Building.

FY 2023: \$993,060 – Sinking fund for Courthouse exterior panels; Courthouse ADA restrooms; Renaissance Building multiple improvement projects. Initial funding for renovations of Urinalysis/Drug Building

FY 2024: \$685,000 - Sinking fund for Courthouse exterior panels; Urinalysis/Drug building. Design funds for replacement of exterior siding at Fort Braden Community Center and Bradfordville Community Center.

FY 2025: \$1,212,800 - Sinking fund for Courthouse exterior panels; Courthouse ADA Restrooms; Courthouse Exterior Softwash & Clear Sealant; Renaissance Building multiple improvement projects. Initial funding for the planned replacement of exterior siding at Fort Braden Community Center and Bradfordville Community Center.

Strategic Initiative

N/A

Financial Summary

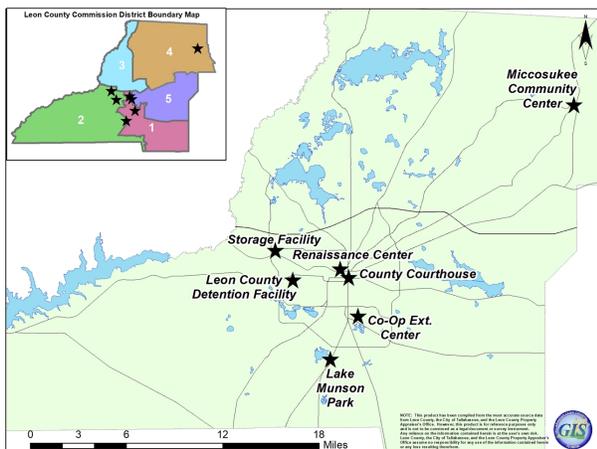
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,240,822	2,117,605	603,395	410,180	650,000	993,060	685,000	1,212,800	3,951,040	7,309,467
311 Bond Series 2003A & 2003B Construction	7,038	0	0	0	0	0	0	0	0	7,038
	<u>1,247,860</u>	<u>2,117,605</u>	<u>603,395</u>	<u>410,180</u>	<u>650,000</u>	<u>993,060</u>	<u>685,000</u>	<u>1,212,800</u>	<u>3,951,040</u>	<u>7,316,505</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Building Infrastructure and Improvements

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Building Mechanical Repairs and Improvements

Dept/Div: **Facilities Management** Comp Plan CIE Project: **N/A**
 Project #: **086077** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project includes all mechanical related repairs and improvements including the following: (1) Courthouse variable air volume (VAV) boxes; (2) Traffic Court elevator; (3) Main Library variable air volume (VAV); (4) Main Library freight elevator; (5) Public Works elevator; (6) HVAC deep cleaning; (7) Courthouse RTU1 & RTU2; (8) Main Library Chiller; (8) Main Health Dept A/H (18 units); (9) BL Perry Branch Library AHU; (10) Northeast Branch Library AHU; (11) R&S Clinic A/H 17 units; (12) Cooperative Extension Agriculture (Co-op) Center Gas Pac. and (13) Unanticipated direct expansion (DX) units.

FY 2021: \$416,000 - Courthouse VAV boxes; Public Works VAV boxes and controls; HVAC deep cleaning; Main Library VAV boxes; Courthouse RTU1 & RTU2. Design funds for Main Health Dept A/H (18 Units) and unanticipated DX units.

FY 2022: \$713,000 - Courthouse VAV boxes; Main Library VAV boxes; HVAC deep cleaning; Public Works VAV boxes and controls. Design funds for Main Library Chiller, Cooperative Extension Agriculture Center (Co-op) Gas Pac; Main Library freight elevator. Initial funding for Main Health Dept A/H (18 Units) and unanticipated DX units.

FY 2023: \$723,000 - Courthouse VAV boxes; Main Library VAV boxes; HVAC deep cleaning; Cooperative Extension Agriculture Center (Co-op) Gas Pac; Main Health Dept A/H (18 Units) . Design funds for Traffic Court elevator refresh and Public Works elevator. Initial funding for Main Library Chiller, Main Library freight elevator and unanticipated DX units.

FY 2024: \$711,000 - Courthouse VAV boxes; Main Library VAV boxes; HVAC deep cleaning. Design funds for R&S Clinic A/H 17 units; Main Library generator; BL Perry Branch Library AHU; Northeast Branch Library AHU. Initial funding for Traffic Court elevator; Main Library Chiller, Public Works elevator; Main Library freight elevator and unanticipated DX units.

FY 2025: \$951,000 - Courthouse VAV boxes; Main Library VAV boxes; HVAC deep cleaning; Main Library freight elevator; Main Library generator; Public Works elevator; Traffic Court elevator; R&S Clinic A/H 17 units; Main Library generator; BL Perry Branch Library AHU; Northeast Branch Library AHU; Main Library freight elevator; Courthouse RTU1 & RTU2. Initial funding for Main Library Chiller and unanticipated DX units.

Strategic Initiative

N/A

Financial Summary

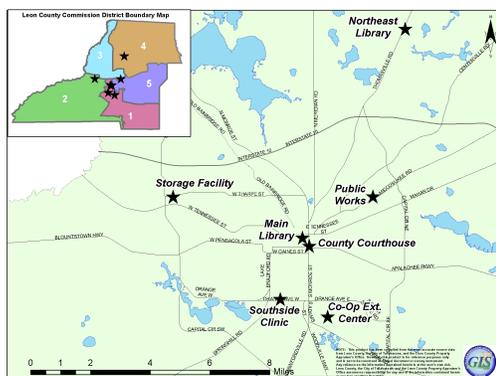
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,674,563	1,684,029	131,105	416,000	713,000	723,000	711,000	951,000	3,514,000	6,872,592
	<u>1,674,563</u>	<u>1,684,029</u>	<u>131,105</u>	<u>416,000</u>	<u>713,000</u>	<u>723,000</u>	<u>711,000</u>	<u>951,000</u>	<u>3,514,000</u>	<u>6,872,592</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Building Mechanical Repairs and Improvements

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Building Roofing Repairs and Replacements

Dept/Div:	Facilities Management	Comp Plan CIE Project:	N/A
Project #:	086076	Capital Improvement:	N/A
Service Type:	General Government	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Initiative:	G2

Project Description/Justification

Roofing repairs and replacements will mitigate any potential deterioration of the building infrastructure. This project includes all roofing related repairs for the County consisting of the following: (1) Cooperative Extension Agriculture (Co-op) Center; (2) Southside Health Department; (3) Courthouse main; (4) Tharpe street warehouse; (5) Public Works; (6) Fort Braden Community Center; (7) Main Library flat roof; (8) Bradfordville Community Center; (9) VFD #29 Miccosukee (10) Unanticipated roof repairs at various buildings.

FY 2021: \$650,000 - Initial funding for roof replacements for the following locations; Public Works, Tharpe Street Warehouse, Southside Health Department, Main Library, Cooperative. Extension Agriculture (Co-op) Center.

FY 2022: \$915,000 - Roof replacements for the following locations; Tharpe Street Warehouse, Main Library, Coop. Extension Agriculture Center. Initial funding for roof replacements at the following locations; Public Works, Southside Health Department. Design funds for VFD #29 Miccosukee and unanticipated roof repairs at various buildings

FY 2023: \$595,000 - Roof replacements for the following locations; Public Works and Southside Health Department. Initial funding for roof replacements at the following locations; Courthouse Main Roof and VFD #29 Miccosukee.

FY 2024: \$395,000 - Initial funding for roof replacements at the following locations; Courthouse Main, VFD #29 Miccosukee, Fort Braden Community Center, Bradfordville Community Center roof and unanticipated roof repairs at various buildings.

FY 2025: \$370,000 - Initial funding for roof replacements at the following locations; Courthouse Main, VFD #29 Miccosukee, Fort Braden Community Center, and Bradfordville Community Center.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	283,239	997,328	136,521	650,000	915,000	595,000	395,000	370,000	2,925,000	4,205,567
	<u>283,239</u>	<u>997,328</u>	<u>136,521</u>	<u>650,000</u>	<u>915,000</u>	<u>595,000</u>	<u>395,000</u>	<u>370,000</u>	<u>2,925,000</u>	<u>4,205,567</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

This project contemplates a \$500 annual operating impact for repairs and maintenance associated with inspecting and maintaining roofs after major repairs or replacements.



Building Roofing Repairs and Replacement

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Common Area 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 Initiative: **G2, G5**

Project Description/Justification

This project is for the renewal and replacement of common area furnishings at all major County buildings, which includes but will not be limited to freestanding and modular components with coordinating tables.

Strategic Initiative

N/A

Financial Summary

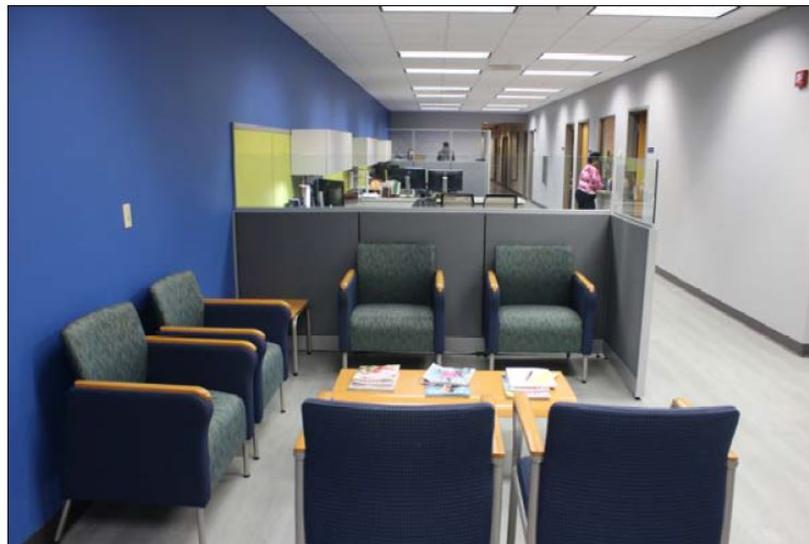
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	489,162	33,750	13,002	30,000	30,000	30,000	30,000	30,000	150,000	672,912
	<u>489,162</u>	<u>33,750</u>	<u>13,002</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>	<u>150,000</u>	<u>672,912</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Common Area Furnishings at the renovated Department of Development Support & Environmental Management (DSEM) lobby

Leon County Fiscal Year 2021-2025 Capital Improvement Program

County Compute Infrastructure

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076008** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project is for the support of the County's technology infrastructure. This includes the following components:

Compute Environment: Dell lease for file servers and storage and backup infrastructure - Lease payment and additional equipment for growth. - \$300,000. FY 2021 will be year four of a five year lease.

Digital Phone System: Upgrade phones/infrastructure for the 15-year old Avaya enterprise phone system supporting Leon County Government and the Constitutionals and voicemail system. This is a three year lease. - \$100,000

Network Infrastructure: Continual maintenance and upgrading of the network connectivity of County offices to provide uninterrupted service with high speed and increased bandwidth to support existing and growing applications requiring graphics and document images. Redundant links to critical offices will continue to be implemented each year to prepare for disaster recovery and business continuity needs. This includes the maintenance of new firewalls with enhanced security features. - \$50,000

Security: Security audit and managed services for security breaches and remediation will provide a proactive and comprehensive plan to defend against and respond to cyber threats - \$100,000 is an annual expense. (NEW: Proofpoint DLP 26,000, Cyber Security Review - \$24,000)

Strategic Initiative

N/A

Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	4,549,308	738,315	442,198	550,000	600,000	650,000	650,000	650,000	3,100,000	8,387,623
	<u>4,549,308</u>	<u>738,315</u>	<u>442,198</u>	<u>550,000</u>	<u>600,000</u>	<u>650,000</u>	<u>650,000</u>	<u>650,000</u>	<u>3,100,000</u>	<u>8,387,623</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Courthouse Renovations

Dept/Div: **Facilities Management** Comp Plan CIE Project: **N/A**
 Project #: **086027** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **G2**

Project Description/Justification

This project funds small renovations in the Leon County Courthouse building.

Strategic Initiative

N/A

Financial Summary

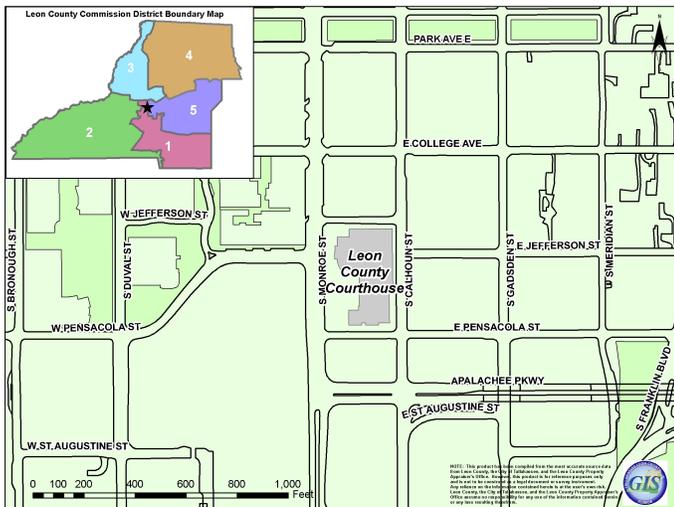
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	2,727,514	870,557	211,351	40,000	40,000	40,000	40,000	40,000	200,000	3,798,071
311 Bond Series 2003A & 2003B Construction	436,166	0	0	0	0	0	0	0	0	436,166
318 Bond Series 1999 Construction	50,308	0	0	0	0	0	0	0	0	50,308
320 Bond Series 2005 Construction	6,402,710	0	0	0	0	0	0	0	0	6,402,710
321 ESCO Capital Projects	20,385	0	0	0	0	0	0	0	0	20,385
	9,637,083	870,557	211,351	40,000	40,000	40,000	40,000	40,000	200,000	10,707,640

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Courthouse

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Courthouse Security

Dept/Div: **Facilities Management** Comp Plan CIE Project: **N/A**
 Project #: **086016** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **Q3**

Project Description/Justification

This project is for the repair and replacement of the security system throughout the Courthouse. The anticipated life expectancy of the equipment varies as some pieces have been replaced sporadically, and others are starting to show signs of wear and tear, such as images burned into monitors and camera displaying unclear pictures. This project also includes the addition of any new equipment, such as cameras, panic buttons, Network Video Recorders (NVRs) and DVRs.

FY 2021: A new mobile x-ray machine, this unit will also serve as a backup unit.
 FY 2022: Replacement of NVR's and various cameras
 FY 2023: The replacement of the x-ray machine located at the Traffic Court Building.
 FY 2024: Upgrade various cameras in the courthouse
 FY 2025: Upgrade various cameras in the courthouse

Strategic Initiative

N/A

Financial Summary

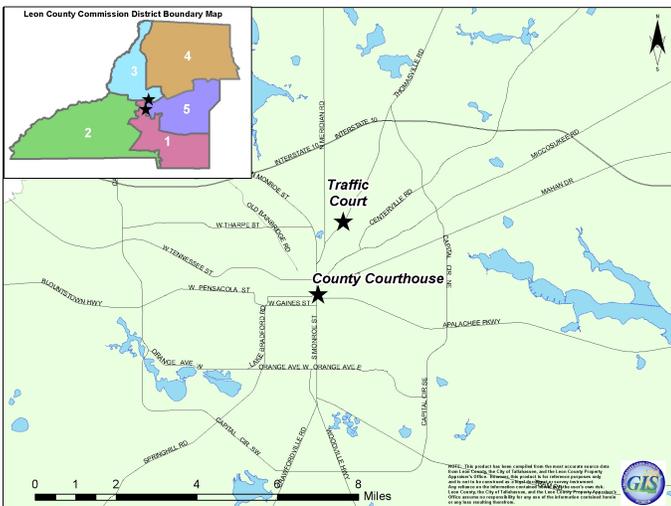
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
110 Fine and Forfeiture	17,144	0	0	0	0	0	0	0	0	17,144
305 Capital Improvements	139,598	35,000	27,720	35,000	40,000	20,000	35,000	35,000	165,000	339,598
318 Bond Series 1999 Construction	317,489	0	0	0	0	0	0	0	0	317,489
	474,231	35,000	27,720	35,000	40,000	20,000	35,000	35,000	165,000	674,231

Policy/Comprehensive Plan Information

Florida Statute 29.008; Section 14, Article V of the State Constitution - Counties are required to fund the cost of security of facilities for the circuit and county courts, public defenders' offices, state attorneys' offices, guardian ad litem offices, and the offices of the clerks of the circuit and county courts performing court-related functions.

Operating Budget Impact

N/A



Courthouse Security Training

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Courtroom Minor Renovations

Dept/Div: **Facilities Management** Comp Plan CIE Project: **N/A**
 Project #: **086007** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **G2, G5**

Project Description/Justification

This project is a five year plan for items such as: bench replacements, cosmetic upgrades, reupholstering jury chairs, new attorney tables, witness stands, minor office renovations and restroom alterations for courtrooms.

Project Schedule:

FY 2021 thru FY 2025: 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 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	755,235	125,092	11,020	60,000	60,000	60,000	60,000	60,000	300,000	1,180,327
	<u>755,235</u>	<u>125,092</u>	<u>11,020</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>1,180,327</u>

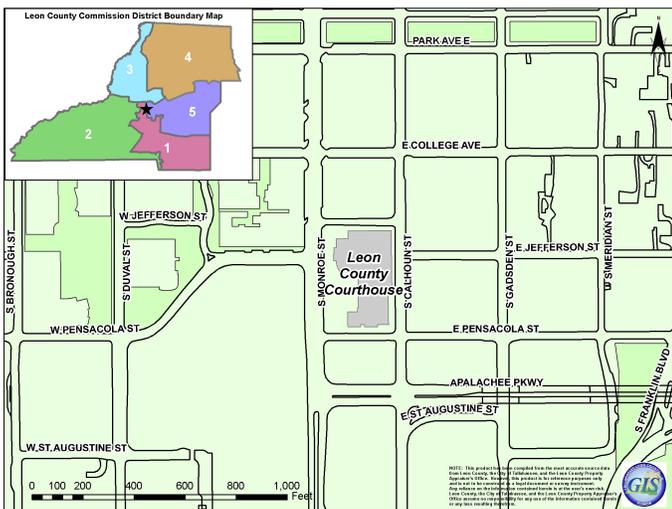
Policy/Comprehensive Plan Information

Florida Statutes, Chapter 29.08. County funding of court-related functions. Counties are required by s. 14, Article V of the State Constitution to fund facility, maintenance, and equipment & furnishings costs.

Article V (HB 113A of the 2003 legislation and SB 2960 of the 2004 session) - designation of courtroom space as a County responsibility.

Operating Budget Impact

N/A



Courtroom Minor Renovations

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Courtroom Technology

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076023** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project is for technology needs for courtrooms, such as: sound system replacements, computers, and other technology needs of the Judiciary and Court Administration. FY 2021 and the out year budgets (FY 2022 - FY 2025) include funding for the maintenance of technology equipment and replacement of sound equipment in the courtrooms. Also included are copier hardware costs that Counties are required to cover under Article V state court funding requirements.

Strategic Initiative

N/A

Financial Summary

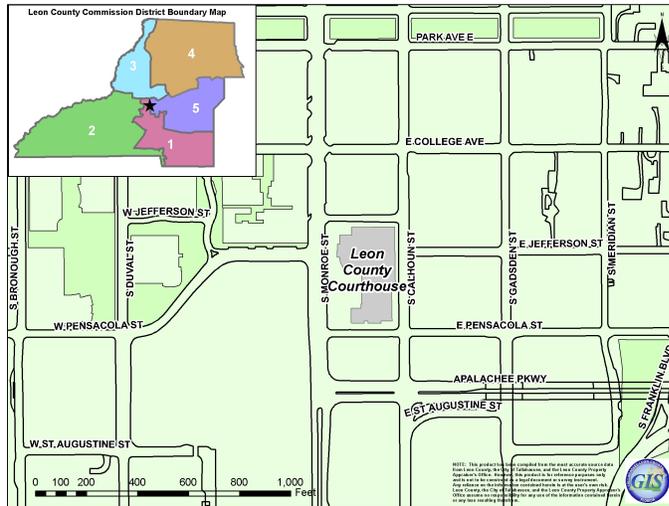
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,277,450	310,697	112,449	133,820	133,820	133,820	133,820	133,820	669,100	2,257,247
318 Bond Series 1999 Construction	119,982	0	0	0	0	0	0	0	0	119,982
	<u>1,397,432</u>	<u>310,697</u>	<u>112,449</u>	<u>133,820</u>	<u>133,820</u>	<u>133,820</u>	<u>133,820</u>	<u>133,820</u>	<u>669,100</u>	<u>2,377,229</u>

Policy/Comprehensive Plan Information

Florida Statute 29.008 - designates courtroom space and associated technology as a county responsibility

Operating Budget Impact

N/A



Leon County Fiscal Year 2021-2025 Capital Improvement Program

E-Filing System for Court Documents

Dept/Div:	Management Information Services	Comp Plan CIE Project:	N/A
Project #:	076063	Capital Improvement:	N/A
Service Type:	General Government	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Initiative:	G1

Project Description/Justification

This project is for the electronic filing (e-filing) system for Court Administration, State Attorney, and Public Defender. According to legislative mandate, each office is to develop and implement a process by which the e-filing of court documents can be administered. Research is underway to use the 8th Circuit's judge case management system (ICMS) as a replacement to aiSmartbench. FY 2019 funds were carried forward into FY 2020 to pilot this new system and to develop an interface of ICMS to the Justice Information System (JIS). Additional funding is provided for FY 2021 and FY 2022 to continue with planned systematic software updates. Out year funding is allocated for software maintenance.

Strategic Initiative

N/A

Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	19,518	247,333	0	125,000	125,000	125,000	125,000	125,000	625,000	891,851
	<u>19,518</u>	<u>247,333</u>	<u>0</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>891,851</u>

Policy/Comprehensive Plan Information

During the 2011 Legislative Session, the House and Senate passed SB170 which requires the State Attorney and Public Defender to electronically file court documents with the Clerk of Court. Article V of the Florida Constitution requires counties to fund technology needs for the State Attorney, Public Defender, and offices of the Clerk of the Circuit and County Courts performing court-related functions.

Operating Budget Impact

N/A

Leon County Fiscal Year 2021-2025 Capital Improvement Program

ESCO Capital Contribution

Dept/Div: **Facilities Management**
 Project #: **086082**
 Service Type: **General Government**
 Status: **New Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement:
 Level of Service Standard: **N/A**
 Strategic Initiative: **EN4**

Project Description/Justification

An ESCO (Energy Services Contract) is a financing mechanism that uses energy savings to pay for capital improvements to a building. The ESCO installs new building infrastructure such as lighting or heating, ventilation, and air conditioning systems then recoups the cost of the infrastructure upgrades through reduced utility bills. The payback terms are often between ten and 20 years, though some may be longer. As with any ESCO, energy savings are guaranteed by the competitively selected contractor. In 2005, Leon County entered into its first ESCO. The agreement included Energy Conservation Measures (ECMs) with a total cost of \$5.8 million. This investment significantly contributed to achieving the 20% greenhouse gas (GHG) emissions reduction goal outlined in the 2008 Climate Action Plan and has yielded \$9.5 million in verified cost savings. In 2019, the County adopted the Integrated Sustainability Action Plan (ISAP). The overarching goal is to reduce greenhouse gas emissions from County operations and a new ESCO has the additional benefit of contributing greatly to the 30% GHG reduction goal by 2030.

Through this program the County will finance \$17 million to pay for the ESCO projects. All \$17 million will be recouped by the County through energy savings over the life of the projects, approximately 25 years. While the full \$17 million dollars will be fully recouped by the County over 25 years, financing the project is recommended over a 15-year term to take advantage of more competitive rates. As such, the financing over the 15-year term will be serviced through a combination of energy savings and a capital contribution match of \$650,000 in general revenue annually. Out year funding will be reflected in the debt service payments.

Strategic Initiative

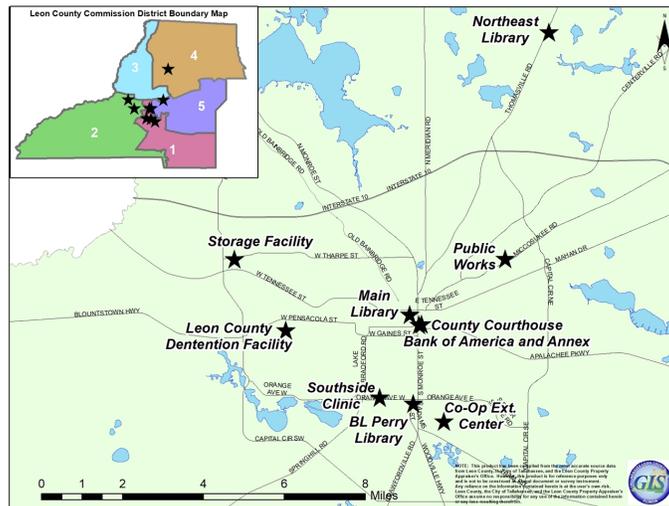
EN4

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	650,000	0	0	0	0	650,000	650,000
	0	0	0	650,000	0	0	0	0	650,000	650,000

Policy/Comprehensive Plan Information

Operating Budget Impact



Leon County Fiscal Year 2021-2025 Capital Improvement Program

Financial Hardware and Software

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076001** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project is for the purchase of financial and Human Resources software and hardware.

Strategic Initiative

N/A

Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	680,825	90,582	30,041	25,000	25,000	25,000	25,000	25,000	125,000	215,582
	<u>680,825</u>	<u>90,582</u>	<u>30,041</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>215,582</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 2021-2025 Capital Improvement Program

Fleet Management Shop Equipment

Dept/Div: **Fleet Management** Comp Plan CIE Project: **N/A**
 Project #: **026010** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project is for the purchase and replacement of Fleet Management Shop equipment. To remain in compliance with the County's National Pollutant Discharge Elimination System (NPDES) permit, FY22 includes \$30,000 to design a wash area for large trucks and equipment (e.g. dump trucks, motorgraders, and bobcats) to prevent sediment from this equipment from entering stormwater sewers or surface waters. FY22 also includes a front alignment equipment which brought in-house saves \$70-\$150 per alignment and provides additional efficiency by reducing man hours required to transports vehicles to external shops.

FY22 includes a preliminary estimate of \$66,447 for construction of the wash area. In addition, the following equipment is expected to be replaced in FY22 (\$135,000):

- Bridge crane
- Lift hoist
- A/C Recyclers
- Wheel alignment machine and rack
- Miscellaneous hand tools

Strategic Initiative

N/A

Financial Summary

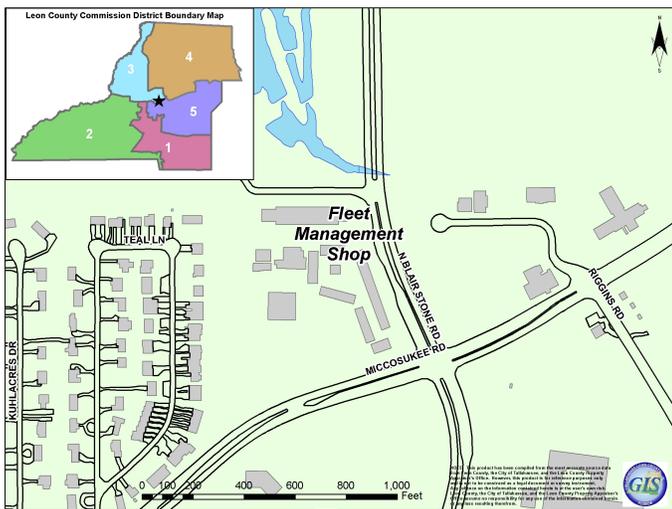
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	288,260	12,170	0	0	201,447	0	30,000	0	231,447	531,877
	<u>288,260</u>	<u>12,170</u>	<u>0</u>	<u>0</u>	<u>201,447</u>	<u>0</u>	<u>30,000</u>	<u>0</u>	<u>231,447</u>	<u>531,877</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Fleet Management Shop

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Justice Information System (JIS) Upgrade

Dept/Div:	Management Information Services	Comp Plan CIE Project:	N/A
Project #:	076065	Capital Improvement:	N/A
Service Type:	General Government	Level of Service Standard:	N/A
Status:	New Project	Strategic Initiative:	G2

Project Description/Justification

This project creates a sinking fund for the upgrade of the County managed Justice Information System (JIS). The current system is older and ready for a comprehensive upgrade. This system supports information for the courts and criminal justice system. The complex system supports all activities from Law Enforcement processes (such as warrants, arrest, jail management), Court processes (e.g. first appearance and court docketing), State Attorney tracking & processes, Public Defender tracking and processes, Clerk processes, and Probation and Pretrial Release. A comprehensive system includes extensive modules for each of these tenants. The budget establishes a sinking fund for the estimated costs outlined below:

Cost estimate:

Corrections/Detention licensing only: \$750,000-\$1,000,000

(includes corrections, attorney manager (SAO & PD), classification, biometric ID, mug shots, jail module, VINE, LiveScan)

Implementation: \$1,000,000

TOTAL: \$2,000,000

Clerk's Office licensing only: \$1,200,000-\$1,500,000

(includes case manager, API toolkit, document manager, batch scanning, eSignature, FCC connector for E-filing)

Implementation: \$1,500,000

TOTAL: \$3,000,000

NOTE: The Clerk has available funding that would also go toward this portion of the solution.

GRAND TOTAL (estimate): \$5,000,000

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	0	0	250,000	1,000,000	1,000,000	2,250,000	2,250,000
	0	0	0	0	0	250,000	1,000,000	1,000,000	2,250,000	2,250,000

Policy/Comprehensive Plan Information

Operating Budget Impact

N/A

Leon County Fiscal Year 2021-2025 Capital Improvement Program

L.I.F.E. Miccosukee Sense of Place

Dept/Div: **Engineering Services**
 Project #: **091004**
 Service Type: **General Government**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **Q5, Q6**

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

This initiative, which is a priority of the Board as reflected in Strategic Initiatives adopted as part of both the current and previous five-year Strategic Plans, is a catalytic project that will identify opportunities to strengthen the connection between citizens and the rural Miccosukee community. The initiative reflects a partnership between the County and Miccosukee area citizens to address long-standing community needs by making extraordinary improvements in the community and providing an outlet for proactive and positive change. At the April 24, 2018 budget workshop, the Board adopted the Miccosukee Rural Community Sense of Place Plan and approved the establishment of the Miccosukee Citizens Working Group.

Strategic Initiative

Financial Summary

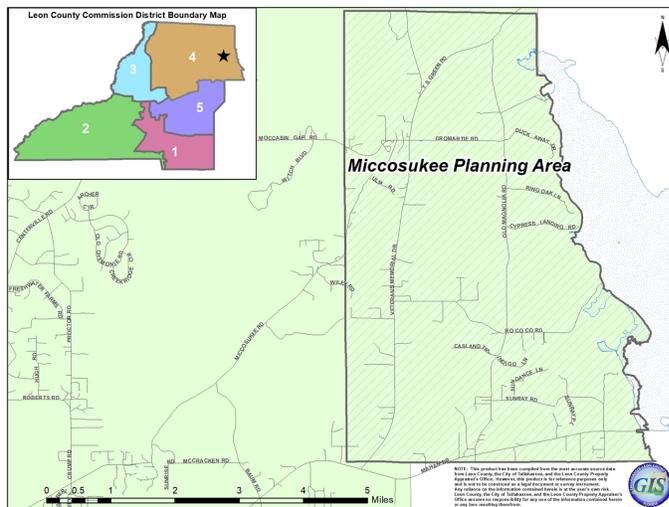
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	255,580	0	200,850	197,630	205,060	0	341,950	945,490	1,201,070
	<u>0</u>	<u>255,580</u>	<u>0</u>	<u>200,850</u>	<u>197,630</u>	<u>205,060</u>	<u>0</u>	<u>341,950</u>	<u>945,490</u>	<u>1,201,070</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2021-2025 Capital Improvement Program

Lake Jackson Town Center

Dept/Div: **Facilities Management** Comp Plan CIE Project: **N/A**
 Project #: **083002** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **Q5, Q6**

Project Description/Justification

This project was for minor tenant improvements at the Lake Jackson Town Center located at 3840 North Monroe Street. The shopping center houses the Lake Jackson Branch Library and Community Center and several third party tenants.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
166 Huntington Oaks Plaza	637,420	275,000	102,632	0	0	0	0	0	0	912,420
305 Capital Improvements	52,602	0	0	0	0	0	0	0	0	52,602
	<u>690,022</u>	<u>275,000</u>	<u>102,632</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>965,022</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Lake Jackson Town Center

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Leon County Government Annex

Dept/Div: **Facilities Management** Comp Plan CIE Project: **N/A**
 Project #: **086025** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EC1**

Project Description/Justification

This project is for renovations, mechanical and electrical upgrades, and safety improvements to the Leon County Government Annex building on Calhoun Street. These major maintenance and repair projects and building improvements will assist the County in potentially drawing new tenants to the vacant spaces within the building. Scheduled improvements are as follows:

FY 2021

Design and Install AHU 6 and general building maintenance and repairs.

FY 2022

General building maintenance and repairs.

FY 2023

General building maintenance and repairs.

FY 2024

Design caulk and seal window repair project and general building maintenance and repairs.

FY 2025

Caulk and seal window repair project and general building maintenance and repairs.

Strategic Initiative

N/A

Financial Summary

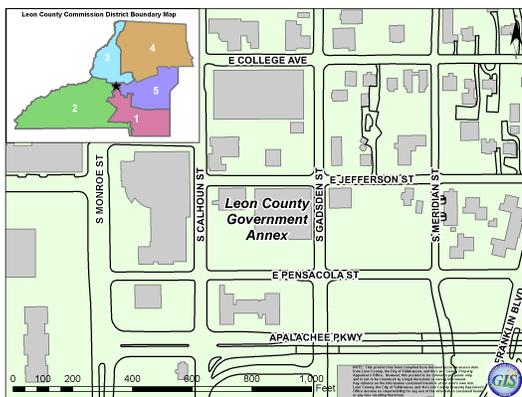
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
165 County Government Annex	5,924,945	1,267,277	535,628	550,000	250,000	250,000	250,000	250,000	1,550,000	8,742,222
305 Capital Improvements	622,134	0	0	0	0	0	10,000	75,000	85,000	707,134
311 Bond Series 2003A & 2003B Construction	16,924,203	0	0	0	0	0	0	0	0	16,924,203
318 Bond Series 1999 Construction	2,619,626	0	0	0	0	0	0	0	0	2,619,626
	<u>26,090,908</u>	<u>1,267,277</u>	<u>535,628</u>	<u>550,000</u>	<u>250,000</u>	<u>250,000</u>	<u>260,000</u>	<u>325,000</u>	<u>1,635,000</u>	<u>28,993,185</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 Building

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Mobile Devices

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076042** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project funds mobile access to County work order systems, applications, and remote access. For the next several years, field operations will adopt mobile access to their work order systems allowing for data entry and access in the field for efficiency and process improvements. 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 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	412,628	25,000	24,568	65,000	75,000	75,000	75,000	75,000	365,000	802,628
306 Transportation Improvements	246,748	0	0	0	0	0	0	0	0	246,748
	<u>659,376</u>	<u>25,000</u>	<u>24,568</u>	<u>65,000</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>365,000</u>	<u>1,049,376</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

<u>Funding Source</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>
305 Capital Improvements	15,000	15,450	15,914	16,391	16,883
	<u>15,000</u>	<u>15,450</u>	<u>15,914</u>	<u>16,391</u>	<u>16,883</u>

This project has an annual impact on the Management Information Services division's budget related to data plans for the mobile devices. These impacts are subsequently charged to the applicable department's communications operating budget. The estimated cost for each additional 20 mobile devices is \$15,000.

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Public Defender Technology

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076051** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project is for technology needs for the Public Defender's Office. As required by Article V, the County must cover hardware, software, and services for computer automation. Covered services are for STAC, the Public Defender's case management software and integration to the Justice Information System (JIS), which is the criminal case management system for Leon County, allowing for case information to auto populate and flow back to JIS so that others in the justice community have access to shared information in one place. FY 2021 budget includes \$30,000 for technical support services. 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. Additional needs for FY 2021 are tablet replacements (26) at \$40,000 and establishes a PD JIS module sinking fund at \$15,000/year. Yearly O365 are licensing \$18,000, and additional PC management licenses are \$7,500.

Strategic Initiative

N/A

Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	561,852	87,798	32,961	110,500	110,500	110,500	110,500	110,500	552,500	1,202,150
	<u>561,852</u>	<u>87,798</u>	<u>32,961</u>	<u>110,500</u>	<u>110,500</u>	<u>110,500</u>	<u>110,500</u>	<u>110,500</u>	<u>552,500</u>	<u>1,202,150</u>

Policy/Comprehensive Plan Information

Article V - legislation requiring counties to fund technology needs for the Public Defender's Office

Operating Budget Impact

N/A

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Solar Arrays on County Buildings

Dept/Div: **Facilities Management**
 Project #: **086081**
 Service Type: **General Government**
 Status: **New Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **EN4**

Project Description/Justification

As part of the County's Integrated Sustainability Action Plan (ISAP) approved at the April 23, 2019 Budget Workshop, an annual budget of \$50,000 was established to increase the County's use of renewable energy by expanding solar on County buildings. The ISAP Goal recommends increasing renewable energy capacity on County facilities by 30% by 2030.

Strategic Initiative

Explore new opportunities for solar on County facilities. (2016-21)

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	50,000	0	50,000	50,000	50,000	50,000	50,000	250,000	300,000
	0	50,000	0	50,000	50,000	50,000	50,000	50,000	250,000	300,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2021-2025 Capital Improvement Program

State Attorney Technology

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076047** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project is for technology needs for the State Attorney's Office. As required by Article V, the County must cover hardware, software, and services for computer automation. Covered services are for STAC which is the State Attorney's case management software and integration to the Justice Information System (JIS), which is the criminal case management system for Leon County. This allows for case information to auto populate within STAC and allow updates within STAC to flow back to JIS so others in the justice community have access to shared information. 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.

FY21: \$110,900 for technical support services (This represents Leon County's share of the 2nd Circuit total cost).
 \$30,000 for hardware and software needs
 \$8,715 for copier and other services

Strategic Initiative

N/A

Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	505,426	141,841	80,901	149,615	149,615	149,615	149,615	149,615	748,075	1,395,342
	<u>505,426</u>	<u>141,841</u>	<u>80,901</u>	<u>149,615</u>	<u>149,615</u>	<u>149,615</u>	<u>149,615</u>	<u>149,615</u>	<u>748,075</u>	<u>1,395,342</u>

Policy/Comprehensive Plan Information

Article V - legislation requiring counties to fund technology needs for the State Attorney's Office

Operating Budget Impact

N/A

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Supervisor of Elections Technology

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076005** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G3**

Project Description/Justification

This project is for technology improvements for the Supervisor of Elections (SOE) in support 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. Note that FY 2021 reflects an additional \$45,350 for additional technology needs, including additional IP security cameras, tablets for poll workers, software to convert street range addresses to point addresses, Smartsheet licenses, Call Center (phone) upgrade, and a separate Multi Factor Authentication solution.

Strategic Initiative

N/A

Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	564,186	131,084	71,511	95,350	50,000	50,000	50,000	50,000	295,350	990,620
	<u>564,186</u>	<u>131,084</u>	<u>71,511</u>	<u>95,350</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>	<u>295,350</u>	<u>990,620</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2021-2025 Capital Improvement Program

User Computer Upgrades

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076024** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project is for the replacement of aged-out user computers, printers, and peripherals. A replacement schedule is important due to advances in software, deterioration of hardware, the inability to obtain replacement parts for old equipment and the increased cost of maintenance of old equipment. Most computers are on a five-year replacement cycle plan. Users with specialty software needs, such as engineers and GIS staff, are in a three-year replacement cycle. The computers that are replaced every three years are recycled to County users with standardized needs. Pursuant to County Policy, older machines are recycled to the Goodwill's electronics store.

FY 2020: Replacements were made for general purpose PCs such as the chamber lectern in the Board Chambers and various department conference rooms.

FY 2021: Replacements planned for computers that age out of the 5-year replacement cycle. This equates to approximately 300 devices per year, which has been typically rolled out within a one year period. To maintain the 5-year PC replacement cycle, the budget should be increased by 40% or to \$420,000. Additionally, 2020's COVID-19 experience demonstrated that staff having laptops or tablets that they use everyday facilitates preparedness when other natural disasters, fire, or other situations require staff to telecommute. The plan is to migrate all Sr. Management staff to tablets, followed by other key staff by deploying 50 devices at the time. These would be deployed in the place of a PC. A plan to do 50 staff tablets per year equates to an additional \$55,000 per year (total \$475,000) and would have all Sr. Managers on mobile devices within 4 years. Due to COVID-19 and implemented budget balancing strategies, this project budget was reduced which reduced the number of replacement computers to be purchased and delayed a portion of the 5-year replacement schedule back by more than a year.

Strategic Initiative

N/A

Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	4,951,864	314,843	61,698	150,000	350,000	475,000	475,000	475,000	1,925,000	7,191,707
	<u>4,951,864</u>	<u>314,843</u>	<u>61,698</u>	<u>150,000</u>	<u>350,000</u>	<u>475,000</u>	<u>475,000</u>	<u>475,000</u>	<u>1,925,000</u>	<u>7,191,707</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Voting Equipment Replacement

Dept/Div:	Miscellaneous	Comp Plan CIE Project:	N/A
Project #:	096028	Capital Improvement:	N/A
Service Type:	General Government	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Initiative:	G3

Project Description/Justification

This project is for the Supervisor of Elections non-voting machine equipment. This projects funds the purchase or replacement of voting equipment including privacy booths, precinct signage, ballot tabulators, audit and absentee ballot scanners, electronic pollbooks, and ballot demand printers. With the system heavily dependent on technology, it is important to anticipate equipment needs to assure smooth continuation of operations. This includes replacing equipment that has reached the end of its useful life, as well as expanding inventory as the number of registered voters in Leon County continues to grow.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	132,000	0	0	50,000	0	0	0	0	50,000	182,000
	<u>132,000</u>	<u>0</u>	<u>0</u>	<u>50,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>50,000</u>	<u>182,000</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2021 – 2025 Capital Improvement Program

Health & Safety

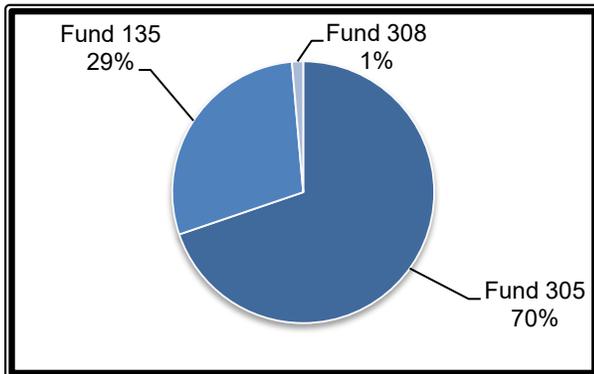
Overview

The Health & Safety section contains capital improvement projects designed to facilitate the provision of emergency medical and other public safety services provided by Leon County government. Major Health & Safety capital projects funded in FY 2021 include the Detention Facility Complex Maintenance, Emergency Medical Services Vehicle and Equipment, and the Public Safety Complex.

Funding Sources

Chart 25.6 illustrates that Capital Improvement (Fund 305) funds 70% (\$3,035,000), Emergency Medical Services MSTU (Fund 135) funds 29% (\$1,255,000) and Sales Tax (Fund 308) funds 1% (60,000) of the Health & Safety capital improvement budget in FY 2021.

Chart 25.6
FY 2021 Health & Safety Projects
by Funding Source



Managing Divisions

Table 25.11 shows Engineering Services will manage three projects or 42% of the Health & Safety projects. Fleet Management will manage two or 29% of the Health & Safety projects. Facilities Management and Management Information Services will each manage a single project, which accounts for the remaining 29% of the Health & Safety projects.

Table 25.11
FY 2021 Health & Safety Projects
by Managing Division

Managing Division	# of Projects	FY 2021 Budget
Engineering Services	3	\$2,920,000
Fleet Management	2	\$1,230,000
Management Information Services	1	\$175,000
Facilities Management	1	\$25,000
Total	7	\$4,350,000

Operating Budget Impacts

There are no estimated impacts from Health & Safety projects on the operating budget for FY 2021.

Leon County Fiscal Year 2021 – 2025 Capital Improvement Program

Health & Safety Index

Page	Project	#	FY 2019 Life to Date	FY 2020 Adj Budget	FY 2021 Budget	FY21-FY25 Total	Project Cost Total
25-68	Detention Facility Complex Maintenance	086031	\$9,568,902	\$4,815,652	\$2,920,000	\$9,072,400	\$23,456,954
25-69	Emergency Medical Services Technology	076058	\$344,517	\$40,748	\$25,000	\$125,000	\$510,265
25-70	EMS Vehicle & Equipment Replacement	026014	\$10,194,785	\$1,974,610	\$1,230,000	\$7,165,000	\$19,334,395
25-71	L.I.F.E. Fire Safety Infrastructure	091006	\$0	\$0	\$0	\$250,000	\$250,000
25-72	New Emergency Medical Services Vehicle & Equipment	026021	\$210,941	\$89,058	\$0	\$600,000	\$899,999
25-73	Public Safety Complex	096016	\$15,948,059	\$390,701	\$175,000	\$775,000	\$17,113,760
25-74	Volunteer Fire Departments	096002	\$368,741	\$287,476	\$0	\$0	\$656,217
Health & Safety Total			\$36,635,945	\$7,598,245	\$4,350,000	\$17,987,400	\$62,221,500

*The Capital Improvement projects highlighted are fully funded in FY 2020. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Detention Facility Complex Maintenance

Dept/Div: **Engineering Services**
 Project #: **086031**
 Service Type: **Health & Safety**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **Q3**

Project Description/Justification

This project is for repair and maintenance of structures at the Leon County Jail Complex. Planned construction, repairs and maintenance includes:

Project 086031	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Lobby Admin. Building Target Hardening	200,000	-	-	-	-
Surveillance Cameras/Infrastructure	200,000	200,000	200,000	-	-
Exterior Window Openings (Exercise Decks)	-	427,900	300,000	-	-
Elevators (Jail)	-	400,000	400,000	800,000	800,000
Detention Center Roof Phase II	500,000	70,000	750,000	550,000	614,500
Exterior Stairs	300,000	-	-	-	-
New Waterlines	250,000	-	-	-	-
Fresh Air Intakes	-	500,000	-	-	-
Railings	70,000	70,000	70,000	-	-
Evidence Storage	1,400,000	-	-	-	-
Total	2,920,000	1,667,900	1,720,000	1,350,000	1,414,500

Strategic Initiative

N/A

Financial Summary

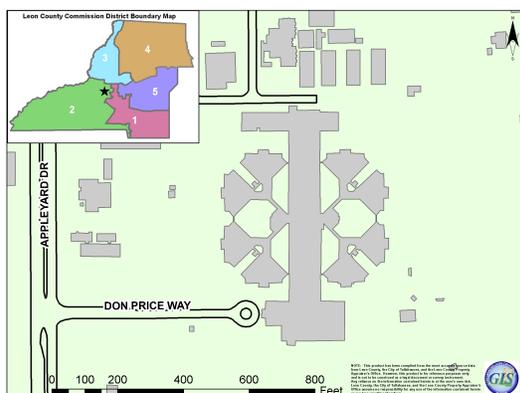
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	5,843,435	4,515,652	1,029,144	2,860,000	1,667,900	1,720,000	1,350,000	1,414,500	9,012,400	19,371,487
308 Sales Tax	3,725,467	300,000	282,000	60,000	0	0	0	0	60,000	4,085,467
	<u>9,568,902</u>	<u>4,815,652</u>	<u>1,311,144</u>	<u>2,920,000</u>	<u>1,667,900</u>	<u>1,720,000</u>	<u>1,350,000</u>	<u>1,414,500</u>	<u>9,072,400</u>	<u>23,456,954</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2021-2025 Capital Improvement Program

Emergency Medical Services Technology

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076058** Capital Improvement: **N/A**
 Service Type: **Health & Safety** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **Q3**

Project Description/Justification

This project is for the technological needs of Leon County's Emergency Medical Services Division. Funding is provided for the replacement of five radios per year over the next five years and the banking of funds for a computer refresh in the ambulances.

Strategic Initiative

N/A

Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
135 Emergency Medical Services MSTU	344,517	40,748	20,097	25,000	25,000	25,000	25,000	25,000	125,000	510,265
	<u>344,517</u>	<u>40,748</u>	<u>20,097</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>510,265</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Emergency Medical Services Vehicles & Equipment Replacement

Dept/Div: **Fleet Management**
 Project #: **026014**
 Service Type: **Health & Safety**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **Q3**

Project Description/Justification

This project is for the 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 \$33,000 in surplus sales.

The following is the FY 2021 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
EMS	2015 Ford Horton Ambulance	141,817	\$172,920	\$56,706	\$230,000
EMS	2015 Ford Horton Ambulance	135,447	\$172,920	\$44,958	\$230,000
EMS	2015 Ford Horton Ambulance	139,259	\$172,920	\$54,205	\$230,000
EMS	2015 Ford Horton Ambulance	143,372	\$172,920	\$37,722	\$230,000
EMS	2015 Ford Horton Ambulance	134,612	\$172,920	\$77,854	\$255,000
EMS	2013 Chevrolet Suburban	119,984	\$37,178	\$24,155	\$55,000

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
135 Emergency Medical Services MSTU	10,194,785	1,974,610	890,279	1,230,000	1,275,000	1,500,000	1,580,000	1,580,000	7,165,000	19,334,395
	<u>10,194,785</u>	<u>1,974,610</u>	<u>890,279</u>	<u>1,230,000</u>	<u>1,275,000</u>	<u>1,500,000</u>	<u>1,580,000</u>	<u>1,580,000</u>	<u>7,165,000</u>	<u>19,334,395</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

There are no new operating costs associated with replacing vehicles and equipment. The applicable fuel, maintenance, and insurance costs have already been budgeted.



Leon County Ambulance

Leon County Fiscal Year 2021-2025 Capital Improvement Program

L.I.F.E. Fire Safety Infrastructure

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **091006** Capital Improvement:
 Service Type: **Health & Safety** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative:

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

In February 2014, Leon County conducted a Workshop on Fire Safety Needs throughout the unincorporated area. The workshop provided the basis to increase the annual funding for the County's fire hydrant program and the establishment of the formal program criteria. In addition, the Board provided direction to consider establishing a 2/3 matching program for waterline extension and fire protection enhancements into the L.I.F.E. program. The 2/3 program requires that two-thirds of the owners of two-thirds of the property abutting on any road, or any continuous portion, or any groups of roads within the unincorporated area of the county, present a signed petition to the Board of County Commissioners, requesting that their properties be evaluated for improvements and if granted, these improvements are assessed on their properties. The 2/3 concept was originally proposed given the significant cost associated with extending water lines (in excess of \$500,000 per mile). However, certain isolated neighborhood issues may be addressed that do not require a full mile of extension and therefore have a lower overall cost impact. In addition, in support of fire suppression efforts water supply enhancements (tanks and wells) continue to be evaluated. Finally, the County will also seek opportunities to leverage the L.I.F.E. funding in support of fire suppression through partnerships with Talquin and City Utilities. Funding will be utilized for a 2/3 matching program and/or direct payment for water line extensions in support of fire suppression, as well as, the installation of wells/tanks.

Strategic Initiative

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	0	0	125,000	0	125,000	250,000	250,000
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>125,000</u>	<u>0</u>	<u>125,000</u>	<u>250,000</u>	<u>250,000</u>

Policy/Comprehensive Plan Information

Operating Budget Impact

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Public Safety Complex

Dept/Div: **Facilities Management** Comp Plan CIE Project: **N/A**
 Project #: **096016** Capital Improvement: **N/A**
 Service Type: **Health & Safety** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **Q3**

Project Description/Justification

This project is for facility maintenance and technology needs of the Public Safety Complex. The FY 2021 – FY 2025 budget provides (\$100,000) annually for technology needs, and supports a sinking fund for future technology upgrades, including the current replacement and refresh of the audio/visual systems, hardware in the Data Center, and system maintenance and upgrades for Facilities automation (\$50,000). These costs are split 50/50 with the City of Tallahassee. Facilities building projects include; UPS battery replacement; UPS battery capacitor replacement and switchgear maintenance (\$25,000).

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 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	13,684,612	390,701	38,672	175,000	150,000	150,000	150,000	150,000	775,000	14,850,313
	<u>15,948,059</u>	<u>390,701</u>	<u>38,672</u>	<u>175,000</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>	<u>775,000</u>	<u>17,113,760</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



Public Safety Complex

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Volunteer Fire Departments

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **096002** Capital Improvement: **N/A**
 Service Type: **Health & Safety** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **Q3**

Project Description/Justification

This project is for the construction of the Lake Iamonia Volunteer Fire Department. Design, permitting and the construction bid are complete. This project includes a land lease with Tall Timbers and is anticipated for completion in FY 2021.

Strategic Initiative

N/A

Financial Summary

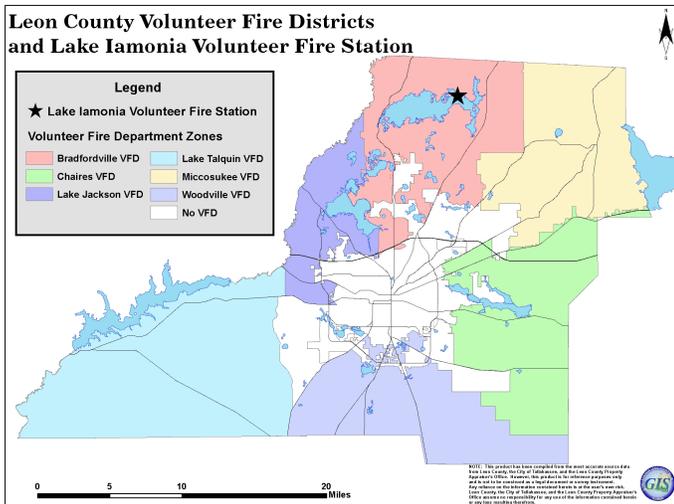
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
140 Municipal Services	71,185	0	0	0	0	0	0	0	0	71,185
145 Fire Rescue Services	297,556	287,476	4,626	0	0	0	0	0	0	585,032
	368,741	287,476	4,626	0	0	0	0	0	0	656,217

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Volunteer Fire Department

Leon County Fiscal Year 2021 – 2025 Capital Improvement Program

Physical Environment

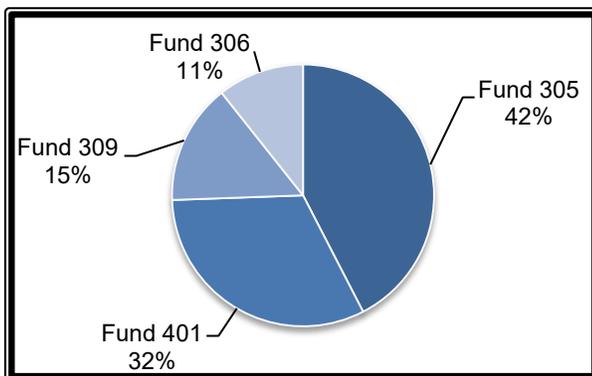
Overview

The Physical Environment section contains capital improvement projects designed to facilitate the provision of services by the different branches of Leon County government with regards to stormwater management, water quality improvements and solid waste management. Major Physical Environment capital projects funded in FY 2021 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 Capital Improvement (Fund 305) funds 42% (\$1,371,500) of the Physical Environment projects funded in FY 2021. Solid Waste Management (Fund 401) funds 32% (\$1,035,052), and the Sales Tax Extension (309) funds 15% (481,573). Gas Tax (Fund 306) accounts for 11% (\$345,000) of Physical Environment funding.

Chart 25.7
FY 2021 Physical Environment Projects
by Funding Source



Managing Divisions

Table 25.12 shows Engineering Services will manage the majority (46%) of the Physical Environment capital with thirteen projects. Solid Waste and Fleet Management will each manage five projects for a total of 36%. Management Information Services will manage three projects, for a total of 11%. Public Works - Operations will manage two projects, or the remaining 7% of the Physical Environment capital projects.

Table 25.12
FY 2021 Physical Environment Projects
by Managing Division

Managing Division	# of Projects	FY 2021 Budget
Engineering Services	13	\$826,573
Fleet Management	5	\$1,032,000
Solid Waste	5	\$211,052
Management Information Services	3	\$1,113,500
Public Works - Operations	2	\$50,000
Total	28	\$3,233,125

Operating Budget Impacts

There are no estimated impacts from Physical Environment projects on the operating budget for FY 2021.

Leon County Fiscal Year 2021 – 2025 Capital Improvement Program

Physical Environment Index

Page	Project	#	FY 2019 Life to Date	FY 2020 Adj Budget	FY 2021 Budget	FY21-FY25 Total	Project Total
25-77	Baum Road Drainage Improvement	054011	\$20,270	\$209,730	\$0	\$750,000	\$980,000
25-78	Belair-Annawood Septic to Sewer	062007	\$751,958	\$2,760,812	\$0	\$0	\$3,512,770
25-79	Comprehensive Wastewater Treatment Project	062006	\$0	\$500,000	\$0	\$0	\$500,000
25-80	FDEP Springs Restoration Project	125-927128	\$15,503	\$1,500,000	\$0	\$0	\$1,515,503
25-81	Fords Arm – Lexington Pond Retrofit	063005	\$3,024,851	\$3,999,697	\$481,573	\$481,573	\$7,506,121
25-82	Geographic Information Systems	076009	\$6,343,165	\$188,280	\$306,000	\$1,530,000	\$8,061,445
25-83	GIS Incremental Basemap Update	076060	\$3,992,179	\$298,500	\$298,500	\$1,492,500	\$5,783,179
25-84	Hazardous Waste Vehicle and Equipment Replacement	036042	\$43,057	\$0	\$0	\$48,000	\$91,057
25-85	Household Hazardous Waste Improvements	036019	\$502,940	\$71,883	\$0	\$0	\$574,823
25-86	Killearn Acres Flood Mitigation	064001	\$3,088,545	\$497,677	\$0	\$0	\$3,586,222
25-87	Lake Henrietta Renovation	061001	\$0	\$0	\$0	\$515,000	\$515,000
25-88	Landfill Closure	036043	\$72,209	\$1,172,554	\$0	\$1,240,000	\$2,484,763
25-89	Landfill Improvements	036002	\$2,945,607	\$7,975,248	\$0	\$0	\$10,920,855
25-90	L.I.F.E. Stormwater and Flood Relief	091009	\$1,657,987	\$117,159	\$20,000	\$100,000	\$1,875,146
25-91	Longwood Outfall Retrofit	062004	\$2,044	\$223,345	\$0	\$0	\$225,389
25-92	NE Lake Munson Septic to Sewer	062008	\$461,050	\$5,038,950	\$0	\$0	\$5,500,000
25-93	New Solid Waste Vehicles	036044	\$0	\$0	\$40,200	\$40,200	\$40,200
25-94	Pedrick Pond Stormwater Improvements	045007	\$217,015	\$30,902	\$0	\$0	\$247,917
25-95	Permit & Enforcement Tracking System	076015	\$1,181,503	\$702,996	\$509,000	\$1,509,000	\$3,393,499
25-96	Rural Waste Vehicle and Equipment Replacement	036033	\$968,072	\$3,500	\$0	\$313,000	\$1,284,572
25-97	Solid Waste Facility Heavy Equipment & Vehicle Replacement	036003	\$4,171,977	\$45,286	\$388,000	\$548,000	\$4,765,263
25-98	Stormwater Infrastructure Preventative Maintenance	067006	\$123,535	\$1,426,465	\$345,000	\$1,545,000	\$3,095,000
25-99	Stormwater Pond Repairs	066026	\$1,363,830	\$144,659	\$50,000	\$450,000	\$1,958,489
25-100	Stormwater Vehicle & Equipment Replacement	026004	\$7,290,405	\$362,947	\$208,000	\$1,358,000	\$9,011,352
25-101	Transfer Station Heavy Equipment Replacement	036010	\$3,517,164	\$144,293	\$436,000	\$1,201,000	\$4,862,457
25-102	Transfer Station Improvements	036023	\$1,134,196	\$874,935	\$150,852	\$754,260	\$2,763,391
25-103	Westside Stormwater	062005	\$170,320	\$242,642	\$0	\$0	\$412,962
25-104	Woodville Sewer Project	062003	\$810,431	\$2,190,109	\$0	\$6,375,000	\$9,375,540
Physical Environment Total			\$43,869,813	\$30,722,569	\$3,233,125	\$20,250,533	\$94,842,915

*The Capital Improvement projects highlighted are fully funded in FY 2020. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Baum Road Drainage Improvements

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **054011** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **Q3**

Project Description/Justification

This project is for drainage improvements and wetland mitigation to reduce the flooding of Baum Road and associated stream erosion. The drainage way through Winfield Forest subdivision remained natural during the subdivision development. Uphill development north of Winfield Forest on both sides of Baum Road, including I-10, generates increased flows, which overwhelm the Baum Road cross-drain during heavy storms. The feasibility analysis will identify drainage structural improvements from Buck Lake Road north through Winfield Forest and Baum Road. Associated wetland mitigation requirements will be determined. This project was planned for construction in FY 2021, however, due to COVID-19 and budget balancing strategies, this project was deferred until FY 2022.

This project is funded in three stages that include:
 (1) a feasibility study with community input (FY 2019 - FY 2020);
 (2) design and permitting (FY 2021); followed by
 (3) construction (FY 2022).

Strategic Initiative

N/A

Financial Summary

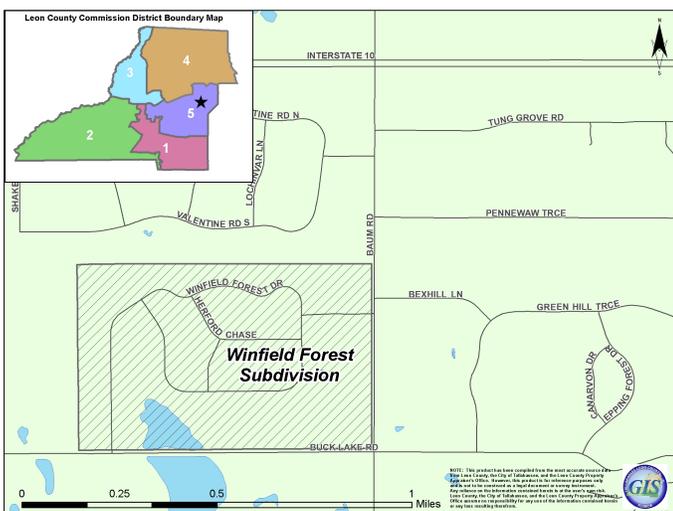
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	20,270	209,730	18,948	0	750,000	0	0	0	750,000	980,000
	<u>20,270</u>	<u>209,730</u>	<u>18,948</u>	<u>0</u>	<u>750,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>750,000</u>	<u>980,000</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. The analysis has been initiated. Staff is currently developing a Base Map of the Study Area to locate critical drainage features.

Operating Budget Impact

Division of Operations operating budget savings from decreased roadway repair will be offset by wetland area maintenance.



Baum Road

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Belair-Annawood Septic to Sewer

Dept/Div:	Engineering Services	Comp Plan CIE Project:	N/A
Project #:	062007	Capital Improvement:	N/A
Service Type:	Physical Environment	Level of Service Standard:	N/A
Status:	Existing Project - Carryforward	Strategic Initiative:	EN1, EN2

Project Description/Justification

During the development of the grant agreements and discussion of future projects, priorities, and a shared desire to improve water quality in our region, the Florida Department of Environmental Protection (FDEP) proposed an ongoing financial partnership whereby the state would prioritize and match local funds for future Leon County projects. As a result, staff developed a tentative seven-year improvement plan that continues to implement the County's commitment for water quality and springs protection projects in Leon County. The local match for the future water quality grants is anticipated to be made through the County's share of the \$42.5 million Blueprint 2020 Water Quality and Stormwater Improvement allocation. The "Tentative Leon County Water Quality and Springs Protection Improvement Plan" is estimated to result in the leveraging of an additional \$20.4 million in state matching grants through FY 2024.

This project will make central sanitary sewer connections available for approximately 113 single family residences and businesses in the Belair and Annawood developments of southwest Leon County. Design services for Annawood and a portion of Belair were initiated in mid FY 2018, and were completed during FY 2020, along with permitting and bids for construction. Construction will be initiated when all required easements are acquired, with an anticipated completion in FY 2021. This project will be coordinated closely with subdivision residents, the City of Tallahassee Underground Utilities, and Talquin Electric Cooperative. The project is funded by a \$1.75 million grant sponsored by Florida Department of Environmental Protection with 100% match funding required by the County.

The first phase of the project (W. Flagg Street in Belair) was completed in 2019 incidental to the new pump station completion in Woodside Heights. The next phase of work was bid in Spring 2020, consisting of the entire Annawood area and Maxwell and W. Susan Drives in Belair. The remaining sewer installations are pending the necessary Right-of-Way acquisitions. The final phase is anticipated to be bid in FY 2021.

Strategic Initiative

Implement the adopted Basin Management Action Plan for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (2016-13)

Reduce nitrogen impacts in the Primary Springs Protection Zone by identifying cost effective and financially feasible ways including, develop a septic tank replacement program. (2016-23A)

Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone. (Environment Bold Goal)

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
125 Grants	583,513	1,166,488	23,286	0	0	0	0	0	0	1,750,001
305 Capital Improvements	168,445	1,594,324	64,041	0	0	0	0	0	0	1,762,769
	<u>751,958</u>	<u>2,760,812</u>	<u>87,327</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,512,770</u>

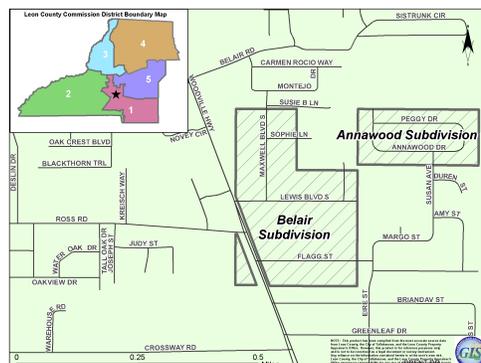
Policy/Comprehensive Plan Information

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 2021-2025 Capital Improvement Program

Comprehensive Wastewater Treatment Project

Dept/Div:	Engineering Services	Comp Plan CIE Project:	N/A
Project #:	062006	Capital Improvement:	N/A
Service Type:	Physical Environment	Level of Service Standard:	N/A
Status:	Existing Project - Carryforward	Strategic Initiative:	EN2

Project Description/Justification

This project is for consultant services to complete the Comprehensive Wastewater Treatment Facilities Plan (CWTFP). The CWTFP is the initial project segment for the Alternative Sewer Solutions Study included in the Sales Tax Extension Interlocal Agreement, which will provide recommended technologies, financing and management strategies, and an assessment of regulatory measures related to preferred sewage treatment and disposal systems in unincorporated Leon County. The consultant services contract was executed in FY 2019 to evaluate alternative wastewater technologies and complete the CWTFP. The study is funded by the Blueprint Sales Tax Extension. The contract also includes additional scope of work for the Florida Department of Environmental Protection (FDEP) Wastewater Treatment Feasibility Analysis grant, which the Board accepted in May 2019. That project is reflected in the grant fund. Completion of the CWTFP is expected to take 12 to 18 months following the project kickoff meeting held in November 2019.

Strategic Initiative

Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
125 Grants	0	500,000	0	0	0	0	0	0	0	500,000
	<u>0</u>	<u>500,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>500,000</u>

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: SANITARY SEWER GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide efficient wastewater treatment that meets the demands of the community while maintaining public health and environmental standards. Goal 2: Sanitary sewer facilities and service shall be provided to meet existing and projected demands identified in the Plan.

Operating Budget Impact

N/A

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Fords Arm - Lexington Pond Retrofit

Dept/Div: **Engineering Services**
 Project #: **063005**
 Service Type: **Physical Environment**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **EN1, EN2**

Project Description/Justification

This project is partially funded by the \$50 million (split 50/50 between the City and the County) set aside by Blueprint for stormwater and water quality retrofits from the Sales Tax Extension.

This project is for water quality treatment and flow attenuation for stormwater entering 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 2020. Construction of Linene Woods Phase II between Dartmoor Drive and Hunter's Crossing will commence in FY 2021 following acquisition of the project easements.

Strategic Initiative

EN1, EN2

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
125 Grants	200,000	0	0	0	0	0	0	0	0	200,000
309 Sales Tax - Extension	2,824,851	3,777,476	1,958,212	481,573	0	0	0	0	481,573	7,083,900
	<u>3,024,851</u>	<u>3,777,476</u>	<u>1,958,212</u>	<u>481,573</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>481,573</u>	<u>7,283,900</u>

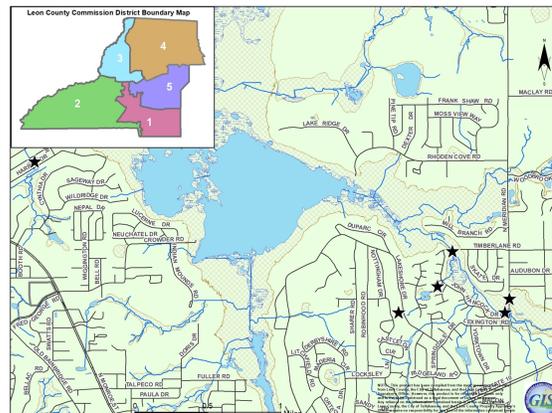
Policy/Comprehensive Plan Information

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 road during heavy storms.



Leon County Fiscal Year 2021-2025 Capital Improvement Program

Geographic Information Systems

Dept/Div:	Management Information Services	Comp Plan CIE Project:	N/A
Project #:	076009	Capital Improvement:	N/A
Service Type:	Physical Environment	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Initiative:	G2

Project Description/Justification

This project is for the funding of the City of Tallahassee and Leon County Geographic Information System Interlocal Project. Tallahassee-Leon County Geographic Information System (TLC GIS) was created in May, 1990 when the City of Tallahassee, Leon County, and the Property Appraiser's Office entered into an Interlocal Agreement. The mission of TLC GIS is to:

- Develop a common base map
- Promote the sharing of resources
- Reduce redundancy of data collection and creation
- Provide a mechanism to maintain the base map and other data layers
- Encourage enterprise information management solutions
- Enhance decision making for public officials.

This project includes the following items, of which 50% is reimbursed by the City of Tallahassee:

\$81,000 for Environmental Systems Research Institute, Inc. cloud computing environment, (ESRI) Enterprise Licensing Agreement (ELA): ESRI is the primary software provider for GIS software. 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. (\$12,000 projected increase for compute environment resources.)

\$81,000 ESRI services for COT outage map- (NOTE - 100% repayment from City, increase of \$27,000)
\$27,000 ESRI services for shared interlocal projects.

\$30,000 for GIS Infrastructure Improvements: The infrastructure improvements account is used to purchase GIS PCs, plotters and other hardware and software needs. Annual allocations are used to level infrastructure costs over multiple years. TLC GIS has set up a rotation of infrastructure needs that can be supported on a level funding basis.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	6,343,165	188,280	81,000	306,000	306,000	306,000	306,000	306,000	1,530,000	8,061,445
	<u>6,343,165</u>	<u>188,280</u>	<u>81,000</u>	<u>306,000</u>	<u>306,000</u>	<u>306,000</u>	<u>306,000</u>	<u>306,000</u>	<u>1,530,000</u>	<u>8,061,445</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 2021-2025 Capital Improvement Program

GIS Incremental Basemap Update

Dept/Div:	Management Information Services	Comp Plan CIE Project:	N/A
Project #:	076060	Capital Improvement:	N/A
Service Type:	Physical Environment	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Initiative:	G2

Project Description/Justification

This project is for the incremental update of the Tallahassee-Leon County Geographic Information System, TLC GIS, basemap. The basemap includes orthophotography, planimetrics and a digital elevation model with contours. These elements are essential in providing timely and accurate basemap information which provides positional control for other critical Geographic Information System information and the analysis opportunities they support. They are the foundation for geo-referencing (tying to coincident geographic features for accurate and reliable referencing) many of the Geographic Information System data layers.

In June 2008, the Florida Department of Revenue was directed under Chapter 195.002 Florida Statutes, to provide each County Property Appraiser's Officer with digital orthophotography every three years and charge each county office for the cost of that service and product delivery. The City also contributes funds to this project. In working with the vendor and leveraging the latest technology, TLC GIS was successful in developing a new methodology for collecting, compiling and releasing the basemap data in compliance with Chapter 195.002 Florida Statutes. TLC GIS also obtains additional oblique and satellite imagery to support efforts related to public safety, property assessment and non ad-valorem assessments which this funding covers.

The basemap data acquisition is captured and delivered on a rolling three-year basis, where certain products are captured, compiled, and delivered each year over that three year period. Aerial imagery of some type is designed to be provided each year. This ensures the ability for change detection which is vital to many business activities throughout the County. Methodology and products are planned and reviewed each year to take advantage of new technology and efficiencies. This ensures the best basemap products and value to end users.

The aerial flyover, LiDar flyover, and ground control survey work was completed in FY 2018. Photography and data processing of updated layers was completed in FY 2019. Final compilation of all deliverable products will be completed in FY 2020 and the planning for the next flyover will be determined for FY 2021.

Strategic Initiative

N/A

Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	3,992,179	298,500	144,296	298,500	298,500	298,500	298,500	298,500	1,492,500	5,783,179
	<u>3,992,179</u>	<u>298,500</u>	<u>144,296</u>	<u>298,500</u>	<u>298,500</u>	<u>298,500</u>	<u>298,500</u>	<u>298,500</u>	<u>1,492,500</u>	<u>5,783,179</u>

Policy/Comprehensive Plan Information

Geographic Information System City of Tallahassee/Leon County Interlocal Agreement (1990); Permit Enforcement & Tracking System City of Tallahassee/Leon County Interlocal Agreement (1993)

The Comprehensive Plan mandates that a series of map layers be compiled and maintained for use in Comprehensive Plan implementation. The environmental component of both the City and County land development ordinances contain clauses mandating that protected natural features be mapped pursuant to applications for development.

Florida Department of Revenue requires that all property appraisers' offices in the State of Florida compile and maintain digital Cadastres that meet specific guidelines governing methodologies to be used and the layers to be compiled. Required layers include platted lots, tax parcels, right-of-ways, and legal dimensions.

Operating Budget Impact

N/A

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Hazardous Waste Vehicle and Equipment Replacement

Dept/Div: **Fleet Management**
 Project #: **036042**
 Service Type: **Physical Environment**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **EN3**

Project Description/Justification

This project is for the replacement of Hazardous Waste vehicles and equipment. No vehicles or equipment are scheduled for replacement in FY 2021. Out-year funding is to replace a Kubota Tractor.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
401 Solid Waste	43,057	0	0	0	48,000	0	0	0	48,000	91,057
	<u>43,057</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>48,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>48,000</u>	<u>91,057</u>

Policy/Comprehensive Plan Information

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

Operating Budget Impact

There are no new operating costs associated with replacing vehicles and equipment. The applicable fuel, maintenance, and insurance costs have already been budgeted.



Leon County Fiscal Year 2021-2025 Capital Improvement Program

Killearn Acres Flood Mitigation

Dept/Div: **Engineering Services**
 Project #: **064001**
 Service Type: **Physical Environment**
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **Yes**
 Capital Improvement: **Stormwater**
 Level of Service Standard: **N/A**
 Strategic Initiative: **EN1**

Project Description/Justification

The primary conveyance through Killearn Acres was upgraded with this capital project. The project updated the adopted FEMA Flood Insurance Rate Maps for the Killearn Acres Tributary between Bradfordville Road and Pimlico Drive to create a single floodway to comply with the Comprehensive Plan requirement to map the primary drainage system. In addition, establishing a base flood elevation along the tributary reduced the federal flood insurance cost for approximately 170 residential properties. The preliminary map was reviewed in house, and a public meeting scheduled to address the map results and comments.

This project also includes the Apollo Trail drainage improvements that address localized flooding in the Lake Saratoga contributing area. The localized drainage issues remaining which affect residential structures will be evaluated for roadside conveyance improvements. The results of the feasibility analysis will determine whether funds can be programmed for acquisition and construction. This project will occur in two stages, with the feasibility study to evaluate conveyance improvements for localized residential flooding, which occurred in FY 2017. The project is currently under design and will be completed in FY 2021.

This project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	2,629,044	497,677	0	0	0	0	0	0	0	3,126,721
314 Bond Series 1997 Construction	50,000	0	0	0	0	0	0	0	0	50,000
318 Bond Series 1999 Construction	409,501	0	0	0	0	0	0	0	0	409,501
	<u>3,088,545</u>	<u>497,677</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,586,222</u>

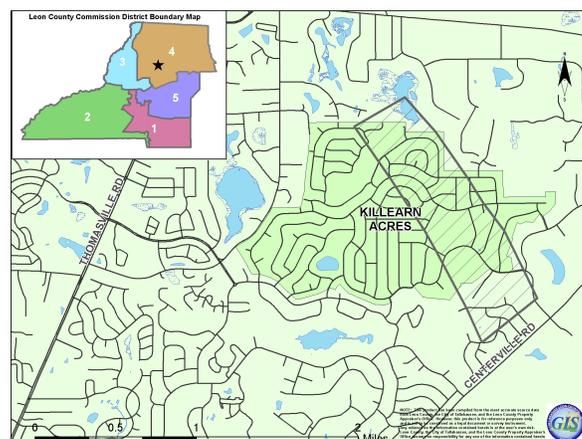
Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality. Comprehensive Plan Levels of Service for Stormwater conveyance requires that no floodwaters enter a residence in a 100-year storm.

Comprehensive Plan Conservation Element Policy 1.3.1, which requires that floodplains, floodways, and improved elements of the primary drainage system be mapped and included in the conservation overlay.

Operating Budget Impact

Operating impacts are anticipated to be covered by the existing Operations Division operating budget.



Leon County Fiscal Year 2021-2025 Capital Improvement Program

Lake Henrietta Renovation

Dept/Div: **Engineering Services** Comp Plan CIE Project: **Yes**
 Project #: **061001** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **EN1**

Project Description/Justification

This project involves the major restoration of the 18-year old Lake Henrietta stormwater facility on Springhill Road. The pond was constructed with its northern five acres excavated as a sump to capture and concentrate the sediment from the west, central and east drainage ditches.

The project is divided into three phases: Phase 1 - Property acquisition; Phase 2 - design and permitting of adjacent spoil handling site (FY 2022); followed by Phase 3 - hydraulic dredging and disposal off-site (FY 2023).

Strategic Initiative

N/A

Financial Summary

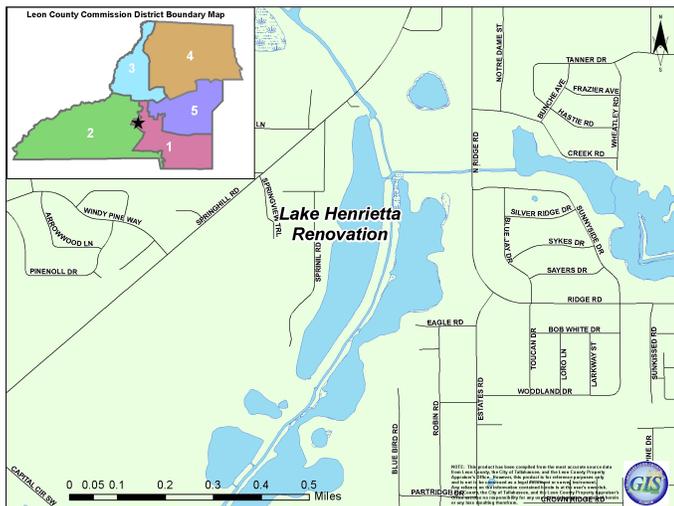
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	0	240,000	1,000,000	0	0	1,240,000	1,240,000
309 Sales Tax - Extension	72,209	0	0	0	0	0	0	0	0	72,209
	<u>72,209</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>240,000</u>	<u>1,000,000</u>	<u>0</u>	<u>0</u>	<u>1,240,000</u>	<u>1,312,209</u>

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality. Comprehensive Plan Levels of Service for Stormwater conveyance requires that no floodwaters enter a residence in a 100-year storm.

Operating Budget Impact

Removal of the sediment will reduce Division of Operations expenditures to maintain flows into the facility and is necessary for permit compliance and enhance water quality within the Lake Munson basin.



Lake Henrietta

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Longwood Outfall Retrofit

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **062004** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EN1, Q3**

Project Description/Justification

This project is for the improvement of erosion and localized flooding downstream in the Longwood Subdivision in west Leon County. The flow way will be graded to increase stormwater flow attenuation, stabilized to reduce erosion from peak flows, and planted with vegetation to improve water quality treatment and enhance the natural channel.

This project is funded by the \$50 million (split 50/50 between the City and the County) set aside by Blueprint for stormwater and water quality retrofits. Funding is provided by Blueprint's 80% share of the Sales Tax Extension dedicated to the agency.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	2,044	223,345	0	0	0	0	0	0	0	225,389
	2,044	223,345	0	0	0	0	0	0	0	225,389

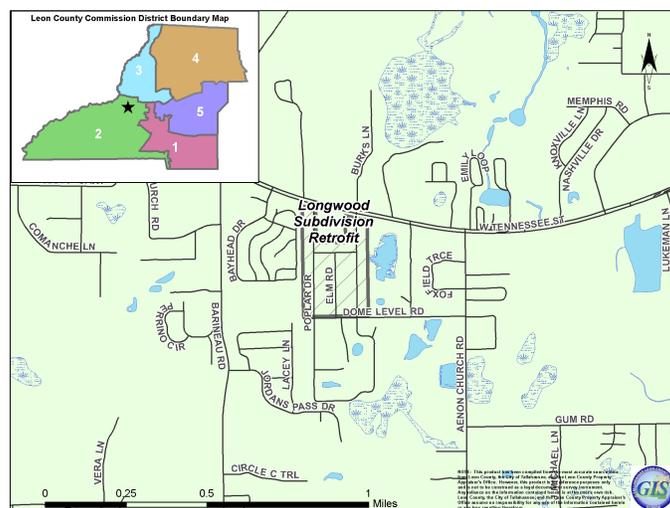
Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Policy 2.7.7:[C](Leon County) Local government shall develop a program for retrofitting developed areas which lack adequate facilities for treating stormwater runoff by defining and implementing a sequence of intermediate milestones necessary to achieve the retrofit objective. Local government shall fund and initiate a work program to quantify water quality problems, costs and mitigation methods. Using this information it shall develop more specific retrofit objectives with due consideration to costs, methodology and the community's willingness to financially support implementation. Policies shall be adopted into the comprehensive plan that reflects these objectives including program funding targets. Local government shall then develop, fund, and initiate a water quality enhancement program which will achieve the retrofit goals on the established schedule.

Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

Operating Budget Impact

N/A



Leon County Fiscal Year 2021-2025 Capital Improvement Program

NE Lake Munson Septic to Sewer

Dept/Div:	Engineering Services	Comp Plan CIE Project:	N/A
Project #:	062008	Capital Improvement:	N/A
Service Type:	Physical Environment	Level of Service Standard:	N/A
Status:	Existing Project - Carryforward	Strategic Initiative:	EN1, EN2

Project Description/Justification

During the development of the grant agreements and discussion of future projects, priorities, and a shared desire to improve water quality in our region, the Florida Department of Environmental Protection (FDEP) proposed an ongoing financial partnership whereby the state would prioritize and match local funds for future Leon County projects. As a result, staff developed a tentative seven-year improvement plan that continues to implement the County's commitment for water quality and springs protection projects in Leon County. The local match for the future water quality grants is anticipated to be made through the County's share of the \$42.5 million Blueprint 2020 Water Quality and Stormwater Improvement allocation. The "Tentative Leon County Water Quality and Springs Protection Improvement Plan" is estimated to result in the leveraging of an additional \$20.4 million in state matching grants through FY 2024.

This project will provide the design and construction of the central sewer collection system for Yon's Lakeside Estates and Idlewild neighborhoods. This will include lift stations, service connection to approximately 263 single family residences and commercial properties, removal of septic tank systems, and the transmission system connecting to the City of Tallahassee's sewer system. This project is funded by a \$2,750,000 grant from the Florida Department of Environmental Protection (FDEP), with match funding of \$2,750,000 from the County. The project will eliminate the onsite systems which will result in a significant reduction in nutrient load leaching into the Florida aquifer in the Wakulla Springs contribution area. The project is currently pending the utility easement of the private roads and pump station site acquisition. The final engineering design and permitting process is anticipated to be completed in FY 2021. Construction is anticipated to begin in FY 2022.

A grant amendment with FDEP to increase the grant award by an additional \$3,700,000 is currently pending. Based on the 60% design document, the overall project estimate has increased from \$5.5 million to \$9.2 million. The grant will require a 50% match from the County in the amount of \$1.85 million.

Strategic Initiative

Implement the adopted Basin Management Action Plan for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (2016-13)

Reduce nitrogen impacts in the Primary Springs Protection Zone by identifying cost effective and financially feasible ways including, develop a septic tank replacement program. (2016-23A)

Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone. (Environment Bold Goal)

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
125 Grants	461,050	2,288,950	165,914	0	0	0	0	0	0	2,750,000
305 Capital Improvements	0	2,750,000	1,600	0	0	0	0	0	0	2,750,000
	<u>461,050</u>	<u>5,038,950</u>	<u>167,514</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,500,000</u>

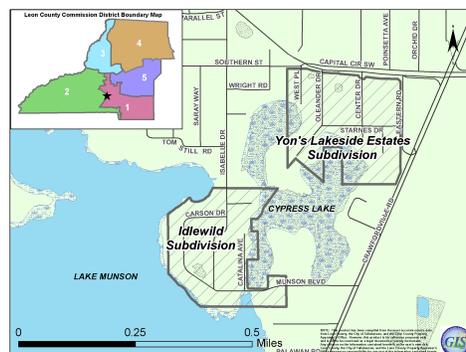
Policy/Comprehensive Plan Information

Comprehensive Plan Reference: SANITARY SEWER GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide efficient wastewater treatment that meets the demands of the community while maintaining public health and environmental standards. Goal 2: Sanitary sewer facilities and service shall be provided to meet existing and projected demands identified in the Plan.

Comprehensive Plan Land Use Policy 1.1.4 states "Central water and sewer may be provided in areas designated as Rural Community, ..." Land Use Policy 1.1.3 limits capital infrastructure designed to support urban density outside the Urban Service Area to instances such as the Woodville Rural Community where there is the potential of severe environmental degradation if no improvements are made, such as the high nitrogen loads from septic tanks.

Operating Budget Impact

N/A



Leon County Fiscal Year 2021-2025 Capital Improvement Program

Pedrick Pond Stormwater Improvements

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **045007** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EN2, Q1**

Project Description/Justification

This project is for elevating two portions of the existing walking trail that are inundated by water from higher pond stages. The high water level prevents citizens from walking around the entire perimeter of the facility because a portion of sidewalk along Pedrick Road is inundated and rendered unusable during these events. The boardwalk has been raised to prevent the walking trail from flooding during higher pond stages. The remaining portion of this project includes planting wetland vegetation to prevent silt accumulation and to enhance percolation on the pond littoral shelf. Work is estimated to be complete in FY 2021.

Strategic Initiative

N/A

Financial Summary

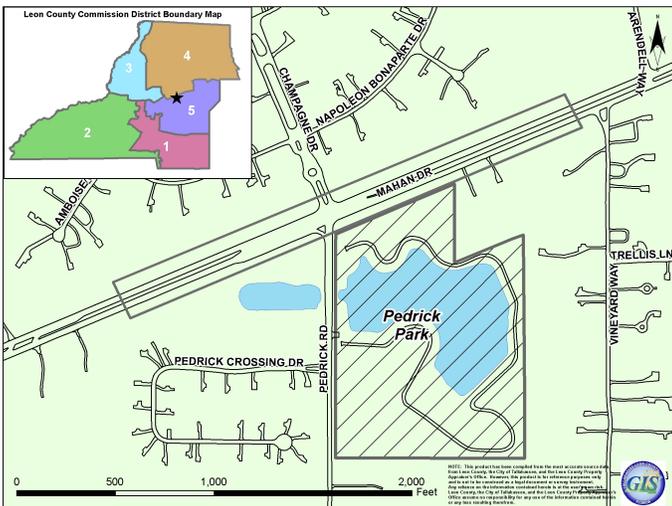
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	217,015	30,902	0	0	0	0	0	0	0	247,917
	<u>217,015</u>	<u>30,902</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>247,917</u>

Policy/Comprehensive Plan Information

Supports Conservation Element of the Comprehensive Plan Groundwater Protection Objectives 4.1 and 4.2.1

Operating Budget Impact

The main operating impacts are anticipated to be related to mowing and will be covered by the existing Facilities Management operating budget.



Pedrick Pond

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Permit & Enforcement Tracking System

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076015** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project is for Accela licensing fees and system updates for the 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 2021 activities include:

\$150,000 Accela annual license renewals

\$112,000 / \$52,000 recurring - ePermit Hub (to reduce time to permit);

\$20,000 - Enhanced Database Reporting,

\$12,000 - DSEM & PW SQL Reporting Server,

\$37,000 - Selectron renewal;

\$178,000 - continued Accela consulting services to improve system processes in coordination with DSEM work process improvements to achieve the County's goal/priority to reduce the number of days to issue a single family permit.

Strategic Initiative

N/A

Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	1,181,503	702,996	203,004	509,000	250,000	250,000	250,000	250,000	1,509,000	3,393,499
	<u>1,181,503</u>	<u>702,996</u>	<u>203,004</u>	<u>509,000</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>	<u>1,509,000</u>	<u>3,393,499</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 2021-2025 Capital Improvement Program

Solid Waste Facility Heavy Equipment & Vehicle Replacement

Dept/Div: **Fleet Management** Comp Plan CIE Project: **N/A**
 Project #: **036003** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **EN3**

Project Description/Justification

This project is for the replacement of landfill vehicles and equipment. On May 12, 2015, the Board approved the landfill closure. The closure of the facility is in process. The future vehicle needs of the landfill will be determined and the out-years adjusted accordingly; however, mowing of the closed cells is required by the landfill permit requiring adequate mowing equipment. It is estimated that the vehicles/equipment being replaced will generate \$116,600 in surplus sales. The following is the FY 2021 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Solid Waste Management Facility	1998 Anderson Trailer	N/A	\$2,450	\$5,506	\$8,000
Solid Waste Management Facility	2016 John Deere 644 Loader	2,250	\$250,351	\$19,951	\$380,000

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
401 Solid Waste	4,171,977	45,286	0	388,000	40,000	40,000	40,000	40,000	548,000	4,765,263
	<u>4,171,977</u>	<u>45,286</u>	<u>0</u>	<u>388,000</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	<u>548,000</u>	<u>4,765,263</u>

Policy/Comprehensive Plan Information

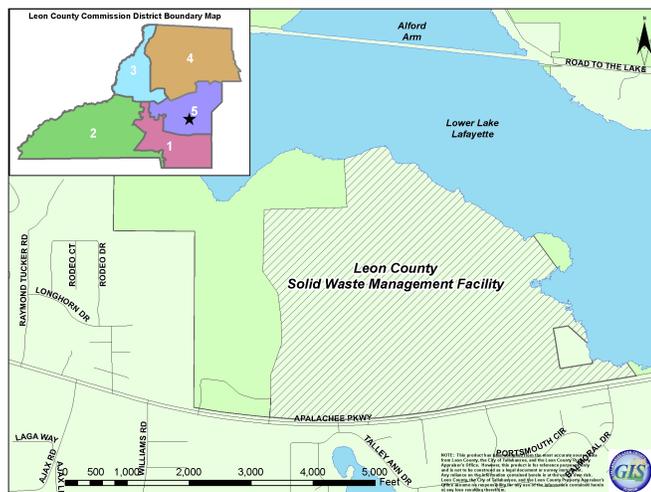
Florida Statutes Chapter 62-701.500(11) - requires landfill operators to have sufficient equipment to ensure proper operation including sufficient reserve equipment for breakdowns

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. All vehicles will be replaced with smaller, more efficient vehicles, as well as alternative fuels (such as compressed natural gas, CNG), hybrids, or other "clean" vehicles when appropriate.

*Will be replaced with Hybrid, Alternative Fuel, or Other "Clean" Vehicle

Operating Budget Impact

There are no new operating costs associated with replacing vehicles and equipment. The applicable fuel, maintenance, and insurance costs have already been budgeted.



Leon County Fiscal Year 2021-2025 Capital Improvement Program

Stormwater Infrastructure Preventative Maintenance

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **067006** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **EN1**

Project Description/Justification

This project provides a means for replacement of major cross drains that are beyond the realm of maintenance activity due to size, location and cost. As part of the stormwater requirements for the County's Non Point Discharge Elimination System (NPDES) permit, an inventory and inspection of the major stormwater systems in unincorporated Leon County is being conducted to proactively prioritize and schedule the replacement of more than 1,000 major culverts before failure. An annual budget of \$300,000 is established for this repair program.

This project was recommended as a result of heavy rain events in April 2016. The heavy rainfall caused open metal culverts to fail on Tram Road, west of the Leon/Jefferson counties line, causing a section of the road to collapse. The road was closed to citizens while temporary repairs were made, however, due to these culverts having reached their life expectancy of more than 30 years; it is recommended that they be replaced. The engineering design and permits were completed in 2018. The estimated project construction cost is \$924,805. Due to COVID-19 and implemented budget balancing strategies, this project has been deferred.

The Crowder Road and Old Plank Road at Chicken Branch Crossing projects are nearing completion of design and are anticipated to begin construction in FY 2021. An additional \$45,000 is budgeted in FY 2021 to fully cover the cost of construction of these projects. Additional projects will continue to be identified for future funding.

Projects Pending Construction:
Tram Road (deferred)

Projects Under Design:
Crowder Road
Old Plank Road at the Chicken Branch Crossing

Completed Projects:
Veterans Memorial Drive
Kinhega Drive

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	123,535	1,226,465	229,832	0	0	0	0	0	0	1,350,000
306 Transportation Improvements	0	200,000	0	345,000	300,000	300,000	300,000	300,000	1,545,000	1,745,000
	<u>123,535</u>	<u>1,426,465</u>	<u>229,832</u>	<u>345,000</u>	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>	<u>1,545,000</u>	<u>3,095,000</u>

Policy/Comprehensive Plan Information

Stormwater Management Goal 1- Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protect surface water and groundwater quality.

Operating Budget Impact

N/A



Stormwater Infrastructure Preventive Maintenance

Leon County Fiscal Year 2021-2025 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 Initiative: **EN1**

Project Description/Justification

This project provides funding for the planned repair and replacement of stormwater structures including filters associated with County-owned stormwater facilities and roadways. The County has a large number of aging stormwater systems which have deteriorated and may not function at optimal levels during large rainfall events.

These repairs are essential to provide for public safety and ensure that stormwater facilities continue to meet environmental and operating permit requirements. Poorly functioning systems can suffer from reduced storage capacity causing an increased potential for flooding. Annually, funding in the amount of \$100,000 is programmed for these repairs, however, due to COVID-19 and implemented budget balancing strategies, only \$50,000 is budgeted for FY 2021.

Strategic Initiative

N/A

Financial Summary

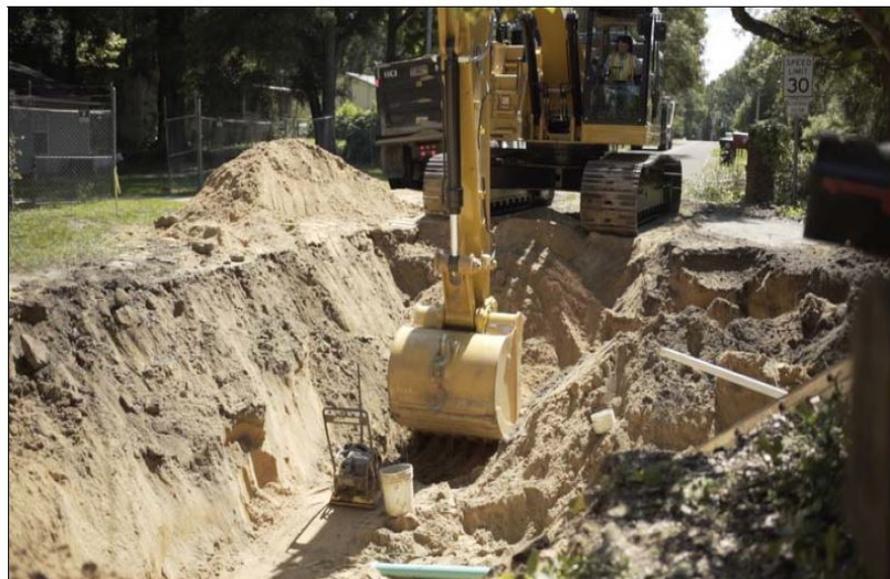
<u>Funding Source</u>	<u>Life To Date FY 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	1,363,830	144,659	1,200	50,000	100,000	100,000	100,000	100,000	450,000	1,958,489
	<u>1,363,830</u>	<u>144,659</u>	<u>1,200</u>	<u>50,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>450,000</u>	<u>1,958,489</u>

Policy/Comprehensive Plan Information

Federal Non-Point Discharge Elimination System (NPDES), Section 40 CFR 122.26
 State Water Policy, Florida Administrative Code Chapter 62, Rule 62-40.432(2)(c)
 Leon County Code of Ordinances, Chapter 10, Article VII

Operating Budget Impact

N/A



Stormwater Pond Repairs

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Stormwater Vehicle & Equipment Replacement

Dept/Div: **Fleet Management**
 Project #: **026004**
 Service Type: **Physical Environment**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **Q3**

Project Description/Justification

This project is for the replacement of stormwater vehicles and equipment. Vehicles and equipment are replaced based on a factor of the number of miles, operating hours and repair costs to determine if it is more cost effective to replace the vehicle rather than continue maintaining the vehicle or equipment. It is estimated that the vehicles/equipment being replaced will generate \$53,500 in surplus sales. The following is the FY 2021 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Operations	Homemade Trailer	N/A	\$1,482	\$1,331	\$5,000
Operations	Haulmart trailer	N/A	\$9,848	\$13,327	\$18,000
Operations	2007 Mack 14 YD Dump Truck	168,425	\$138,037	\$88,536	\$185,000

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	7,290,405	362,947	0	208,000	250,000	300,000	300,000	300,000	1,358,000	9,011,352
	<u>7,290,405</u>	<u>362,947</u>	<u>0</u>	<u>208,000</u>	<u>250,000</u>	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>	<u>1,358,000</u>	<u>9,011,352</u>

Policy/Comprehensive Plan Information

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

Operating Budget Impact

There are no new operating costs associated with replacing vehicles and equipment. The applicable fuel, maintenance, and insurance costs have already been budgeted.



Example of Stormwater Equipment

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Transfer Station Heavy Equipment Replacement

Dept/Div: **Fleet Management** Comp Plan CIE Project: **N/A**
 Project #: **036010** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **EN3**

Project Description/Justification

This project is for the replacement of transfer station equipment. Vehicles and equipment are replaced based on a factor of the number of miles, operating hours and repair costs to determine if it is more cost effective to replace the vehicle rather than continue maintaining the vehicle or equipment. It is estimated that the vehicles/equipment being replaced will generate \$102,000 in surplus sales.

The following is the FY 2021 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Solid Waste Management Facility	1998 Anderson Trailer	N/A	\$2,450	\$5,506	\$8,000
Solid Waste Management Facility	2016 John Deere 644 Loader	2,250	\$250,351	\$19,951	\$380,000

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
401 Solid Waste	3,517,164	111,545	144,293	436,000	165,000	200,000	200,000	200,000	1,201,000	4,829,709
	<u>3,517,164</u>	<u>111,545</u>	<u>144,293</u>	<u>436,000</u>	<u>165,000</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>	<u>1,201,000</u>	<u>4,829,709</u>

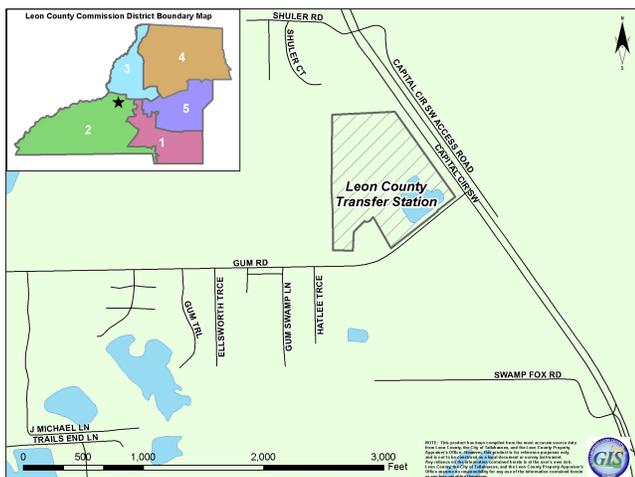
Policy/Comprehensive Plan Information

Florida Statutes Chapter 403
 Florida Administrative Code Rule 62-701
 Florida Department of Environmental Protection Operating Permit - requires sufficient equipment, including backup equipment, to promptly remove the waste from the tip floor each day, on a first in, first out basis. No waste is allowed on the tip floor overnight.

In accordance with the Green Fleet Policy, each vehicle and equipment replacement will be evaluated to make every effort to purchase and use the lowest emission vehicle or equipment item possible, while taking into account the vehicle's life cycle costs, miles per gallon, life cycle environmental impacts, and ability to support Leon County's operation and services.

Operating Budget Impact

There are no new operating costs associated with replacing vehicles and equipment. The applicable fuel, maintenance, and insurance costs have already been budgeted.



Transfer Station Heavy Equipment Replacement

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Westside Stormwater

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **062005** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **Yes**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EN2**

Project Description/Justification

This project is funded by the \$50 million (split 50/50 between the City and the County) set aside by Blueprint 2000 for stormwater and water quality retrofits. Funding is provided by Blueprint's 80% share of the Sales Tax Extension dedicated to the agency.

This project is for remapping the Federal Emergency Management Agency Flood Insurance Rate Maps for the Target Planning Area and the West Gum Creek Tributary. The remapping follows completion of the Capital Circle NW project due to its substantial influence on drainage.

The Westside Stormwater model contract was awarded in FY 2018. The model and report were completed in May 2019. Map adoption will coincide with the Northwest Florida Water Management District effort in FY 2021. The final overall model will be used for design activities to resolve flooding in the Gum Road Target Area. The remaining funding is the for the design of the basin area.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	170,320	242,642	19,167	0	0	0	0	0	0	412,962
	<u>170,320</u>	<u>242,642</u>	<u>19,167</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>412,962</u>

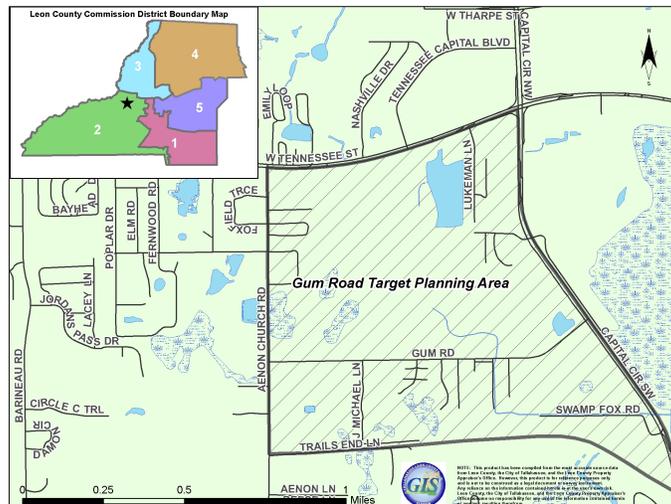
Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Policy 2.7.7:[C](Leon County) Local government shall develop a program for retrofitting developed areas which lack adequate facilities for treating stormwater runoff by defining and implementing a sequence of intermediate milestones necessary to achieve the retrofit objective. Local government shall fund and initiate a work program to quantify water quality problems, costs and mitigation methods. Using this information, local government shall develop more specific retrofit objectives with due consideration to costs, methodology and the community's willingness to financially support implementation. Policies shall be adopted into the comprehensive plan that reflects these objectives including program funding targets. Local government shall then develop, fund, and initiate a water quality enhancement program, which will achieve the retrofit goals on the established schedule.

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

Operating Budget Impact

N/A



Leon County Fiscal Year 2021-2025 Capital Improvement Program

Woodville Sewer Project

Dept/Div:	Engineering Services	Comp Plan CIE Project:	N/A
Project #:	062003	Capital Improvement:	N/A
Service Type:	Physical Environment	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Initiative:	EN1, EN2

Project Description/Justification

During the development of the grant agreements and discussion of future projects, priorities, and a shared desire to improve water quality in our region, the Florida Department of Environmental Protection (FDEP) proposed an ongoing financial partnership whereby the state would prioritize and match local funds for future Leon County projects. As a result, staff developed a tentative seven-year improvement plan that continues to implement the County's commitment for water quality and springs protection projects in Leon County. The local match for the future water quality grants is anticipated to be made through the County's share of the \$42.5 million Blueprint 2020 Water Quality and Stormwater Improvement allocation. The "Tentative Leon County Water Quality and Springs Protection Improvement Plan" is estimated to result in the leveraging of an additional \$20.4 million in state matching grants through FY 2024.

This project will provide the design of the central sanitary sewer collection system in the northern half of the Woodville Rural Community, the design of the transmission system connecting to the City of Tallahassee's system and the purchase of the required lift station sites. An estimated 1,000 septic tanks will be removed as part of this project. The project implements the Upper Wakulla River Basin Management Action Plan to reduce nitrogen loadings to Wakulla Springs by designing central sewer for the Woodville Rural Community. This is a 50/50 grant match funded project with the match funding being provided by the County. Subsequent funding will be pursued for construction of the collection and transmission system being designed under this Phase of the Woodville Septic to Sewer Project. The Actual design started in February 2019. Pursuant to the preliminary project schedule, the final design should be completed in January 2021.

The Florida Department of Environmental Protection anticipates being able to provide Leon County additional grant funding to complete the construction of the central sanitary sewer collection system. Out year funding from FY 2023 through FY 2025 is anticipated County matching funds from the County's share of the Blueprint 2020 Water Quality and Stormwater Improvement sales tax extension projects.

Strategic Initiative

Implement the adopted Basin Management Action Plan (BMAP) for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (2016-13)

Reduce nitrogen impacts in the Primary Springs Protection Zone by identifying cost effective and financially feasible ways including, develop a septic tank replacement program. (2016-23A)

Financial Summary

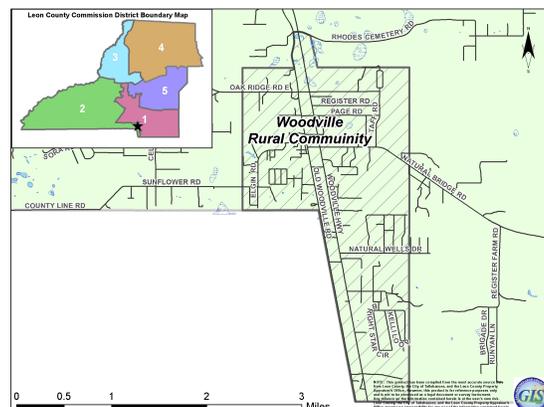
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
125 Grants	808,421	691,579	675,504	0	0	0	0	0	0	1,500,000
305 Capital Improvements	2,010	1,498,530	696	0	0	0	0	0	0	1,500,540
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	0	0	2,125,000	2,125,000	2,125,000	6,375,000	6,375,000
	<u>810,431</u>	<u>2,190,109</u>	<u>676,200</u>	<u>0</u>	<u>0</u>	<u>2,125,000</u>	<u>2,125,000</u>	<u>2,125,000</u>	<u>6,375,000</u>	<u>9,375,540</u>

Policy/Comprehensive Plan Information

Comprehensive Plan Land Use Policy 1.1.4 states "Central water and sewer may be provided in areas designated as Rural Community, Woodville Rural Community . . ." Land Use Policy 1.1.3 limits capital infrastructure designed to support urban density outside the Urban Service Area to instances such as the Woodville Rural Community where there is the potential of severe environmental degradation if no improvements are made, such as the high nitrogen loads from septic tanks.

Operating Budget Impact

N/A



Leon County Fiscal Year 2021 – 2025 Capital Improvement Program

Transportation

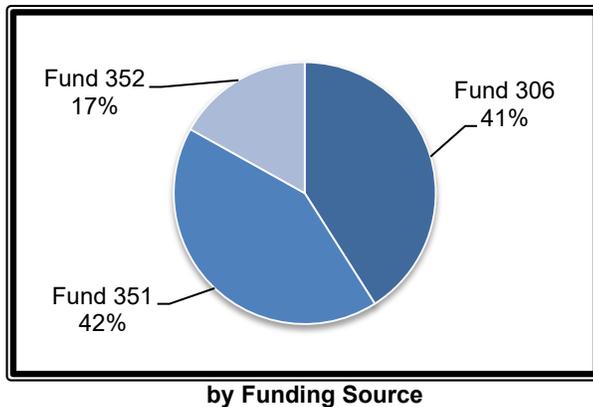
Overview

The Transportation section contains capital improvement projects designed to facilitate the provision of services in the Leon County Transportation Program. Major Transportation capital projects funded in FY 2021 include Arterial/Collector and Local Road Resurfacing, Sidewalk Program, Maylor Road Improvements, Community Safety & Mobility, Transportation and Stormwater Improvements, and Livable Infrastructure for Everyone (L.I.F.E.) projects.

Funding Sources

Chart 25.8 illustrates 41% or (\$3,401,700) of the Gas Tax (Fund 306) funds the FY 2021 transportation budget. The Sales Tax Extension (Fund 351) funds 42% (\$3,492,418) and Sales Tax Extension (Fund 352) funds the remaining 17% (\$1,450,000) for Blueprint JPA sidewalk projects and L.I.F.E. projects.

Chart 25.8
FY 2021 Transportation Projects



Managing Divisions

Table 25.13 shows Engineering Services will manage 88% of the FY 2021 Transportation capital improvement projects. Fleet Management will manage one project and Public Works - Operations will manage two projects, or the remaining 12% of the FY 2021 Transportation projects.

Table 25.13
FY 2021 Transportation Projects
by Managing Division

Managing Division	# of Projects	FY 2021 Budget
Engineering Services	21	\$7,836,918
Public Works - Operations	2	\$135,200
Fleet Management	1	\$372,000
Total	24	\$8,344,118

Operating Budget Impacts

Table 25.14 shows the estimated impacts that some Transportation projects will have on the operating budget. Impacts are shown in the fiscal year which they are anticipated to begin as well as the out-years that are affected by additional operating costs. These impacts are only estimates and subject to change.

Operating Budget Impacts

There are no estimated impacts from Transportation projects on the operating budget for FY 2021.

Leon County Fiscal Year 2021 – 2025 Capital Improvement Program

Transportation Index

Page	Project	#	FY 2019 Life to Date	FY 2020 Adj Budget	FY 2021 Budget	FY21-FY25 Total	Project Total
25-107	2/3rds Tower Oaks Private Road Paving	057917	\$62,543	\$532,278	\$0	\$0	\$594,821
25-108	Arterial & Collector Roads Pavement Markings	026015	\$1,186,843	\$135,200	\$135,200	\$676,000	\$1,998,043
25-109	Arterial/Collector and Local Road Resurfacing	056001	\$46,255,209	\$4,011,190	\$3,492,418	\$18,811,665	\$69,078,064
25-110	Community Safety & Mobility	056005	\$8,883,241	\$1,251,951	\$0	\$0	\$10,135,192
25-111	DOT Old Bainbridge Rd. North Monroe to the Gadsden County	053009	\$0	\$518,746	\$0	\$0	\$518,746
25-112	DOT Old Bainbridge Road at Knots Lane	053008	\$0	\$141,780	\$0	\$0	\$141,780
25-113	DOT Old Bainbridge Rd. I-10 to CC NW	053010	\$0	\$74,974	\$0	\$0	\$74,974
25-114	Intersection and Safety Improvements	057001	\$8,760,976	\$4,686,478	\$0	\$250,000	\$13,697,454
25-115	L.I.F.E. Rural Road Safety Stabilization	091003	\$0	\$175,000	\$100,000	\$500,000	\$675,000
25-116	L.I.F.E. Street Lighting	091005	\$0	\$125,000	\$100,000	\$500,000	\$625,000
25-117	Magnolia Drive Multi-Use Trail	055010	\$3,122,672	\$5,216,800	\$0	\$0	\$8,339,472
25-118	Maylor Road Accessibility/Stormwater Improvements	065005	\$0	\$481,250	\$2,120,000	\$2,120,000	\$2,601,250
25-119	Miccosukee Road Bridge Replacement	057918	\$0	\$0	\$0	\$508,994	\$508,994
25-120	N. Florida Fairgrounds Road Milling and Resurfacing	051009	\$0	\$0	\$0	\$220,000	\$220,000
25-121	Old Bainbridge Road Safety Improvements	053007	\$100,503	\$424,568	\$0	\$0	\$525,071
25-122	Open Graded Hot Mix Maintenance and Resurfacing	026006	\$14,663,091	\$1,212,630	\$0	\$537,205	\$16,412,926
25-123	Public Works Design and Engineering Services	056011	\$375,974	\$174,086	\$100,000	\$500,000	\$1,050,060
25-124	Public Works Vehicle & Equipment Replacement	026005	\$12,313,044	\$607,475	\$372,000	\$2,372,000	\$15,292,519
25-125	Sidewalk Program	056013	\$4,384,403	\$4,646,766	\$1,250,000	\$13,000,941	\$22,032,110
25-126	Smith Creek Bike Lane Phase I	052004	\$0	\$1,108,000	\$0	\$0	\$1,108,000
25-127	Smith Creek Bike Lane Phase II	052005	\$9	\$977,901	\$0	\$0	\$977,910
25-128	Springhill Road Bridge Rehabilitation	051008	\$0	\$350,500	\$0	\$0	\$350,500
25-129	Street Lights Program - Unincorporated Areas	057013	\$132,331	\$242,669	\$0	\$0	\$375,000
25-130	Transportation and Stormwater Improvements	056010	\$10,791,231	\$5,990,031	\$674,500	\$3,024,500	\$19,805,762
Transportation Total			\$111,032,070	\$33,085,273	\$8,344,118	\$43,021,305	\$187,138,648

*The Capital Improvement projects highlighted are fully funded in FY 2020. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2021-2025 Capital Improvement Program

2/3rds Tower Oaks Private Road Paving

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **057917** Capital Improvement: **N/A**
 Service Type: **Transportation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **Q3**

Project Description/Justification

This project is for upgrades to the existing roads and replacement of the existing sidewalks, together with improvements to the stormwater control and drainage system associated with the roads in the Tower Oaks Subdivision, an 81 lot single family residential subdivision located in northwest Leon County along the north side of Tower Road. Design was completed in FY 2019. Utility coordination has been completed and the resolution of easement/right of way encroachments is currently in progress. One hundred percent (100%) of all right way that is needed for the project must be donated to the County before the County can commence construction of the improvements.

The initial cost estimate for the improvements is \$594,821, which will ultimately be borne by property owners through a special assessment upon those abutting parcels that are determined by the County to receive a special benefit from the improvements. The County will advance fund the cost of the project, once the project is complete a special assessment will be levied, which will allow the property owners to pay for the improvements over a period of time.

It is anticipated that the improvements will be completed in FY 2021.

Strategic Initiative

N/A

Financial Summary

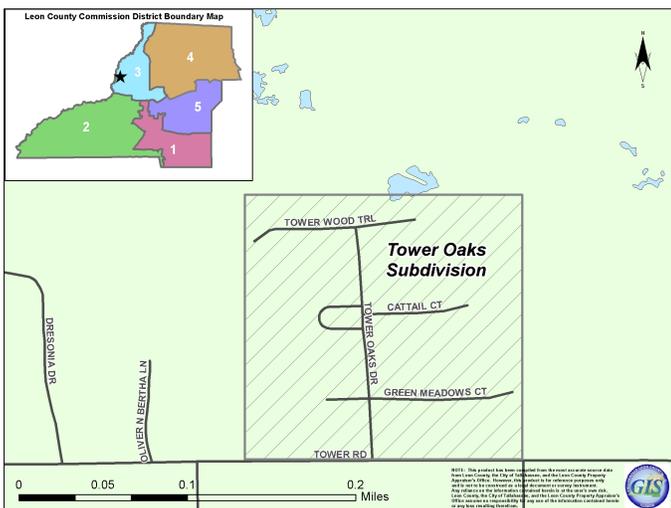
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	62,543	532,278	0	0	0	0	0	0	0	594,821
	<u>62,543</u>	<u>532,278</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>594,821</u>

Policy/Comprehensive Plan Information

Pursuant to Chapter 16, Article II of the Code of Laws of Leon County, entitled "Improvements to Roads," the County received requests for road improvements from the owners of not less than two-thirds (67%) of the parcels in the Tower Oaks Subdivision.

Operating Budget Impact

N/A



Private Road Paving

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Arterial & Collector Roads Pavement Markings

Dept/Div: **Public Works - Operations** Comp Plan CIE Project: **N/A**
 Project #: **026015** Capital Improvement: **N/A**
 Service Type: **Transportation** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project allows for the refurbishing of long line thermoplastic on the County's Arterial and Collector Road System. Due to annual resurfacing and reconstruction projects, the number of roads with thermoplastic markings has increased substantially.

Public Works has increased refurbishing pavement markings on approximately 10 miles of arterial and collector roads annually. This change allows for refurbishing of aging thermoplastic markings in a more timely manner and improves the coordination between asphalt resurfacing and thermoplastic refurbishing activities.

Strategic Initiative

N/A

Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
306 Transportation Improvements	1,186,843	135,200	0	135,200	135,200	135,200	135,200	135,200	676,000	1,998,043
	<u>1,186,843</u>	<u>135,200</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>1,998,043</u>

Policy/Comprehensive Plan Information

Florida Statute 336 - requires that local governments maintain infrastructures within their jurisdictions

Operating Budget Impact

N/A



Roads Pavement Markings

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Arterial/Collector and Local Road Resurfacing

Dept/Div: **Engineering Services**
 Project #: **056001**
 Service Type: **Transportation**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **G2**

Project Description/Justification

This project is for the annual resurfacing of part of the County's arterial/collector road and local road systems.

The County is responsible for the general superintendence and control of the County roads and structures. There are approximately 252 miles of arterial/collector roads in the County system in addition to approximately 340 miles of local roads. At this funding level, it can be expected that all arterial/collector roads will be resurfaced on a 25 year frequency while the local roads will be resurfaced based on the condition ratings and available funding each year.

This project 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. Due to the effects of COVID-19 on sales tax collection and reduced consumer spending this project funding was reduced for FY 2020 and FY 2021.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	816,081	0	0	0	0	0	0	0	0	816,081
308 Sales Tax	27,559,211	0	0	0	0	0	0	0	0	27,559,211
309 Sales Tax - Extension	17,879,917	1,208,290	655,476	0	0	0	0	0	0	19,088,207
351 Sales Tax - Extension 2020	0	2,802,900	627	3,492,418	3,736,888	3,762,100	3,859,950	3,960,309	18,811,665	21,614,565
	<u>46,255,209</u>	<u>4,011,190</u>	<u>656,103</u>	<u>3,492,418</u>	<u>3,736,888</u>	<u>3,762,100</u>	<u>3,859,950</u>	<u>3,960,309</u>	<u>18,811,665</u>	<u>69,078,064</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 2021-2025 Capital Improvement Program

Community Safety & Mobility

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **056005** Capital Improvement: **N/A**
 Service Type: **Transportation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EN4, Q6**

Project Description/Justification

This project is for the planning, design, and construction of sidewalks, bikeways, and traffic calming devices. Upon special approval from the Board, it can also be used to acquire rights-of-way necessary for the construction of these facilities. On May 12, 2015, the Board approved the revised Sidewalk Eligibility Criteria and Implementation Policy and the Safe Routes to Schools and Community Sidewalk Enhancements Tier Prioritization Lists.

Current funding for this project is funded by the 10% share of the Blueprint Sales Tax Extension dedicated to Leon County. Funding for this program shifted to the Sidewalk Program capital project on page 25-125, which is funded by the 2nd Sales Tax Extension (Blueprint 2020).

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
125 Grants	36,221	0	0	0	0	0	0	0	0	36,221
306 Transportation Improvements	479,705	0	0	0	0	0	0	0	0	479,705
308 Sales Tax	1,053,999	0	0	0	0	0	0	0	0	1,053,999
309 Sales Tax - Extension	7,313,316	1,251,951	31,756	0	0	0	0	0	0	8,565,267
	<u>8,883,241</u>	<u>1,251,951</u>	<u>31,756</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>10,135,192</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

Sidewalks in residential areas tend to be maintained by the homeowners abutting sidewalks. Most rural sidewalk locations do not require a high standard of maintenance. Repairs to damaged sidewalk sections should be minimal.



Construction of sidewalk for Community Safety & Mobility

Leon County Fiscal Year 2021-2025 Capital Improvement Program

DOT Old Bainbridge Road at Knots Lane

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **053008** Capital Improvement:
 Service Type: **Transportation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EC1**

Project Description/Justification

This project is for safety improvements along Old Bainbridge Road. The existing roadway is a two-lane, two-way paved County collector road and has two 11' lanes with minimum or no shoulders in some areas. The roadway currently has no sidewalks, median, bike lanes, or street lighting. This project is supported by Federal Highway Administration (FHWA) Highway Safety Improvement grant funds through Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreements. The project will be completed in three segments which are budgeted separately for accounting and reporting purposes.

The first segment addresses lane departure type crashes along Old Bainbridge Road, near the vicinity of Knots Lane. The proposed countermeasures include minor shoulder payment, new signage, upgraded pavement markings, and delineators. FHWA Highway Safety Improvement grant funding of \$54,231 was made available in FY 2017 for the design and \$141,780 in FY 2019 for construction and construction engineering inspection. The project design has been completed. Construction will be completed in FY 2021.

The second segment covers approximately 3.7 miles of the roadway from US 27 to the Gadsden County line, which is outside the Canopy Road Protection Zone. Potential improvements include limited shoulder widening at selected sharp curves, advanced warning signage, upgraded pavement markings, and delineators. FHWA Highway Safety Improvement grant funding of \$48,750 was made available in FY 2018 for the design, and \$518,746 for construction in FY 2019. Construction will be completed in FY 2021.

The third segment is from I-10 to Capital Circle NW. This segment of the roadway is approximately 4.1 miles long and is inside the Canopy Road Protection Zone. The wet conditions associated with flooding after storms increases the hazardous conditions of this section of roadway. Proposed countermeasures include minor shoulder pavement, limited piping of steep ditches directly adjacent to the edge of pavement, new signage, upgraded pavement markings, delineators, and shielding of obstructions in limited circumstances. FHWA Highway Safety Improvement grant funding of \$74,974 was made available in FY 2019 for design. Design is anticipated for completion in FY 2021. Funding in the amount of \$330,000 for construction will be budgeted upon future LAP Agreement execution.

This project is funding allocated for the first segment of Old Bainbridge Road near Knots Lane.

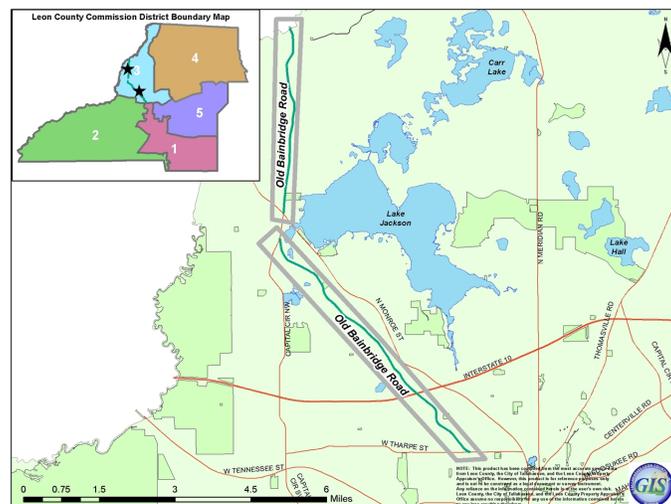
Strategic Initiative

EC1

<u>Financial Summary</u>	<u>Life To Date</u>	<u>Adjusted Budget</u>	<u>Year To Date</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>	<u>5 Year</u>	<u>Total</u>	<u>Total Project Cost</u>
<u>Funding Source</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2020</u>	<u>Budget</u>	<u>Planned</u>	<u>Planned</u>	<u>Planned</u>	<u>Planned</u>	<u>Total</u>		
125 Grants	0	141,780	20,657	0	0	0	0	0	0	0	141,780
	0	141,780	20,657	0	0	0	0	0	0	0	141,780

Policy/Comprehensive Plan Information

Operating Budget Impact



Leon County Fiscal Year 2021-2025 Capital Improvement Program

DOT- Old Bainbridge Rd. I-10 to Cap.Circle NW

Dept/Div:	Engineering Services	Comp Plan CIE Project:	N/A
Project #:	053010	Capital Improvement:	
Service Type:	Transportation	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Initiative:	EC1

Project Description/Justification

This project is for safety improvements along Old Bainbridge Road. The existing roadway is a two-lane, two-way paved County collector road and has two 11' lanes with minimum or no shoulders in some areas. The roadway currently has no sidewalks, median, bike lanes, or street lighting. This project is supported by Federal Highway Administration (FHWA) Highway Safety Improvement grant funds through Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreements. The project will be completed in three segments which are budgeted separately for accounting and reporting purposes.

The first segment addresses lane departure type crashes along Old Bainbridge Road, near the vicinity of Knots Lane. The proposed countermeasures include minor shoulder payment, new signage, upgraded pavement markings, and delineators. FHWA Highway Safety Improvement grant funding of \$54,231 was made available in FY 2017 for the design and \$141,780 in FY 2019 for construction and construction engineering inspection. The project design has been completed. Construction was completed in Summer 2020.

The second segment covers approximately 3.7 miles of the roadway from US 27 to the Gadsden County line, which is outside the Canopy Road Protection Zone. Potential improvements include limited shoulder widening at selected sharp curves, advanced warning signage, upgraded pavement markings, and delineators. FHWA Highway Safety Improvement grant funding of \$48,750 was made available in FY 2018 for the design, and \$518,746 for construction in FY 2019. Construction was completed in Summer 2020.

The third segment is from I-10 to Capital Circle NW. This segment of the roadway is approximately 4.1 miles long and is inside the Canopy Road Protection Zone. The wet conditions associated with flooding after storms increases the hazardous conditions of this section of roadway. Proposed countermeasures include minor shoulder pavement, limited piping of steep ditches directly adjacent to the edge of pavement, new signage, upgraded pavement markings, delineators, and shielding of obstructions in limited circumstances. FHWA Highway Safety Improvement grant funding of \$74,974 was made available in FY 2019 for design. Design is anticipated for completion in FY 2021. Funding in the amount of \$330,000 for construction will be budgeted upon future LAP Agreement execution.

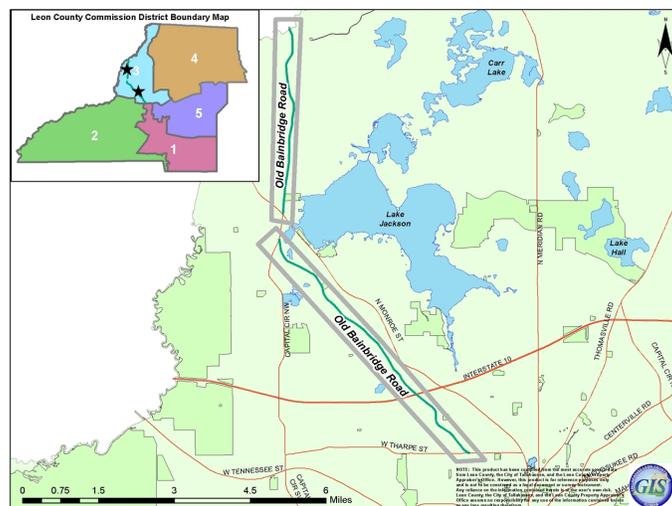
This project is funding allocated for the first segment of Old Bainbridge Road from interstate I-10 to Capital Circle Northwest.

Strategic Initiative

Financial Summary	Life To Date	Adjusted Budget	Year To Date	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	5 Year	Total
Funding Source	FY 2019	FY 2020	FY 2020	Budget	Planned	Planned	Planned	Planned	Total	Project Cost
125 Grants	0	74,974	0	0	0	0	0	0	0	74,974
	<u>0</u>	<u>74,974</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>74,974</u>

Policy/Comprehensive Plan Information

Operating Budget Impact



Leon County Fiscal Year 2021-2025 Capital Improvement Program

Intersection and Safety Improvements

Dept/Div:	Engineering Services	Comp Plan CIE Project:	N/A
Project #:	057001	Capital Improvement:	N/A
Service Type:	Transportation	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Initiative:	EC1

Project Description/Justification

This project is for the improvement of intersections throughout the County in order to maintain safe and efficient operations. Intersection improvements can also have significant impacts on the capacity of road sections as it relates to concurrency management. This project funds intersection improvements according to a prioritized list approved by the Board in 2000. Annually, County intersections are assessed and recommendations are made to the Board for improvements. Occasionally, projects can be coordinated with improvements being performed by other governmental agencies such as the Florida Department of Transportation (FDOT) and the City of Tallahassee to reduce the long-term costs to the County. Intersection improvements that have significant costs or other impacts are typically established as an independent project and are not included in this project.

Intersection improvements currently in design:

Blair Stone/Old St. Augustine, North Monroe Street/Crowder, Old Bainbridge/Portland, Harpers Ferry/Centerville

Future intersection improvements to be addressed in response to concurrency requirements:

Old Bainbridge/Capital Circle NW

Intersection improvements completed:

Rhoden Cove/Meridian, Geddie & US 90, Aeon Church & SR 20, Medallion Way/Buck Lake Road, Geddie & SR 20 Signalization, Dempsey Mayo Road/Emerald Chase

This project 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

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
125 Grants	369,139	13,121	400	0	0	0	0	0	0	382,260
306 Transportation Improvements	451,465	345,850	800	0	0	0	0	0	0	797,315
308 Sales Tax	7,767,659	4,340,628	36,289	0	0	0	0	0	0	12,108,287
309 Sales Tax - Extension	172,713	0	0	0	0	0	0	0	0	172,713
351 Sales Tax - Extension 2020	0	0	0	0	0	0	100,000	150,000	250,000	250,000
	<u>8,760,976</u>	<u>4,699,599</u>	<u>37,489</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>100,000</u>	<u>150,000</u>	<u>250,000</u>	<u>13,710,575</u>

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: TRAFFIC FLOW AND EFFICIENCY: Objective 1.5: [T] Improve the safety and preserve the integrity of the arterial and collector street system with an effective access management and traffic signal control program and with the use of traffic operations features to maximize the capacity of the existing street system.

Florida Statute 336.02 - Responsibility for county road systems and structures within the county's jurisdiction.

Operating Budget Impact

Operating impacts are for the maintenance of new signals by the City of Tallahassee under the existing interlocal agreement. These costs are addressed in Public Works - Operations operating budget. Pavement enhancements at intersections are negligible additions to the pavement maintenance program. Any associated stormwater treatment facilities maintenance costs are budgeted in the operating budget of the Division of Operations.

Leon County Fiscal Year 2021-2025 Capital Improvement Program

L.I.F.E. Rural Road Safety Stabilization

Dept/Div:	Engineering Services	Comp Plan CIE Project:	N/A
Project #:	091003	Capital Improvement:	N/A
Service Type:	Transportation	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Initiative:	Q5, Q6

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

The unincorporated area of Leon County contains over 350 miles of private dirt roads encompassing various segments that are not properly maintained. While road conditions often deteriorate over time without maintenance, in certain situations dirt roads have deteriorated to the point of causing safety concerns for emergency vehicles with limited accessibility due to washed-out roads with unstable sand/clay, impassable depths, or wheel-path width. Extreme weather and climate conditions such as recent hurricanes, tropical storms, torrential rains, and prolonged periods without rain each accelerate the unique challenges in navigating dirt roads when they are not adequately maintained.

During the June 18, 2019 Budget Workshop, the Board approved the L.I.F.E. Rural Road Safety Stabilization Program Policy to assist financially-restricted property owners in restoring unsafe and inadequately maintained private dirt roads. During the June 18, 2019 Budget Workshop, the Board approved the L.I.F.E. Rural Road Safety Stabilization Program Policy to assist financially-restricted property owners in restoring unsafe and inadequately maintained private dirt roads. To be eligible for a Rural Road Improvement project, 60% of the property owners abutting the rural road proposed for improvement must be deemed to be a low-income household. Property owners abutting the project area will be required to complete a Household Income Certification form as part of the application process for purposes of income verification.

The Board approved allocation of \$100,000 for FY 2021 through FY 2025 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, staff anticipates stabilizing three to four miles a year or approximately 15 to 20 miles over the five-year period. Due to funding availability, the program will only provide a one-time improvement within a specific project boundary. This program is specifically tailored to utilize in-house resources at Public Works to repair unsafe dirt roads as it would not be feasible to resurface privately owned paved roads throughout the County. The County began accepting requests for the L.I.F.E. Rural Road Safety Stabilization Program in the fall of 2019.

Strategic Initiative

N/A

Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
352 Sales Tax - Extension 2020 JPA Agreement	0	175,000	0	100,000	100,000	100,000	100,000	100,000	500,000	675,000
	<u>0</u>	<u>175,000</u>	<u>0</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>500,000</u>	<u>675,000</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2021-2025 Capital Improvement Program

L.I.F.E. Street Lighting

Dept/Div:	Engineering Services	Comp Plan CIE Project:	N/A
Project #:	091005	Capital Improvement:	N/A
Service Type:	Transportation	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Initiative:	Q3

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

Over the past several years, the County has seen a continued rise in citizen requests for street lights in unincorporated areas. To maximize the benefit of the County's limited resources and enhance public safety through increased visibility for both drivers and pedestrians, in 2017 the Board adopted Policy No. 17-2, "Street Lighting Eligibility Criteria and Implementation" which provides specific criteria for the placement of street lights in the unincorporated area on County roads and intersections. The street lighting program is currently funded at \$125,000 per year in the County's five-year Capital Improvement Program, which supports approximately three to four street lighting projects per year. Beginning in FY 2020, funding for the County's street lighting program shifted to the L.I.F.E. program at \$125,000 per year. However, due to the COVID-19 impact on sales tax collections this funding was reduced to \$100,000 per year in FY 2021. Specific street lighting projects continue to be developed consistent with the policy, and a status report is provided to the Board annually of proposed projects as part of the L.I.F.E. CIP.

Strategic Initiative

Increase safety in the unincorporated area through the development of a new street lighting program and evaluation of the need for additional signage. (2017-09)

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	125,000	0	100,000	100,000	100,000	100,000	100,000	500,000	625,000
	<u>0</u>	<u>125,000</u>	<u>0</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>500,000</u>	<u>625,000</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Magnolia Drive Multi-Use Trail

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **055010** Capital Improvement: **N/A**
 Service Type: **Transportation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **Q5, Q6**

Project Description/Justification

This project is for the implementation of the Magnolia Drive Multiuse Trail. Magnolia Drive is a County-maintained major collector roadway, which the County is responsible for construction of sidewalk improvements. The roadway is also a key pedestrian and bicycle corridor listed in the Regional Mobility Plan as well as the Safe Routes to School document. This project will be completed in seven phases. Based on the citizen's input, the Intergovernmental Agency (Blueprint) approved the modified design approach, multi-use trail typical section and underground electric. Some of the phases will be combined for construction, however construction may not occur sequentially.

With the exception of Phase 6, all projects are currently under design for underground electric and a redesign of the multi-use trail. Phase I redesign was completed in FY 2020 and Phase 4 will begin construction in Fall FY 2020.

- Phase 1 - South Meridian Road to Pontiac Drive
- Phase 2A - Pontiac Drive to east of Alban Avenue (includes Traffic Signal installation at Jim Lee Road and Magnolia Drive)
- Phase 2B - East of Alban Avenue to Diamond Street
- Phase 3 - Diamond Street to Apalachee Parkway
- Phase 4 - Multiuse Trail from South Meridian Road to South Monroe Street
- Phase 5 - (combined with Phase 3) Continuation of Multiuse Trail from Chowkeebin Nene to Apalachee Parkway
- Phase 6 - Streetscape from South Monroe to South Adams - sidewalks on both sides (Completed in Fall 2017)

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
125 Grants	0	5,216,800	6,031	0	0	0	0	0	0	5,216,800
309 Sales Tax - Extension	164,074	0	0	0	0	0	0	0	0	164,074
	<u>164,074</u>	<u>5,216,800</u>	<u>6,031</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,380,874</u>

Policy/Comprehensive Plan Information

Sidewalk Policy

Operating Budget Impact

N/A



Magnolia Drive near South Meridian Road

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Maylor Road Accessibility/Stormwater Improvements

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **065005** Capital Improvement: **N/A**
 Service Type: **Transportation** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **Q3**

Project Description/Justification

After a series of storm events in December 2018 and January 2019, a portion of Maylor Road was overtopped by stormwater. This project is to ensure accessibility of Maylor Road based on the recorded high-water elevation and mitigate yard flooding when feasible. It is anticipated that the project will include elevating portions of the roadway and evaluating suitable areas to provide additional flood storage within the closed basin. Preliminary engineering analysis and design services were completed in FY 2020. Construction is anticipated to begin in FY 2021. This project is aligned with the Quality of Life priority providing essential public safety infrastructure (Q3).

Strategic Initiative

N/A

Financial Summary

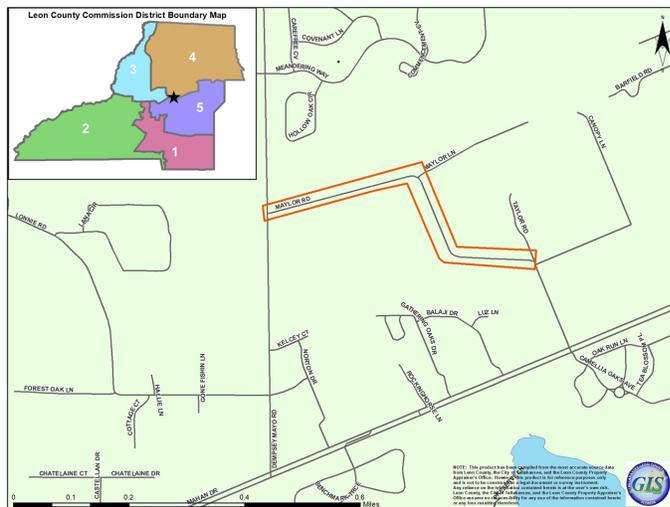
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	0	481,250	0	2,120,000	0	0	0	0	2,120,000	2,601,250
	<u>0</u>	<u>481,250</u>	<u>0</u>	<u>2,120,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,120,000</u>	<u>2,601,250</u>

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 2021-2025 Capital Improvement Program

Miccosukee Road Bridge Replacement

Dept/Div: **Engineering Services**
 Project #: **057918**
 Service Type: **Transportation**
 Status: **New Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement:
 Level of Service Standard: **N/A**
 Strategic Initiative: **Q5, Q6**

Project Description/Justification

The Miccosukee Road Bridge was built in 1950 and is located approximately 1,000 feet north of I-10. The bridge is 75.5 feet long with two travel lanes and is considered functionally obsolete. Additionally, weight limits have been imposed on the bridge. In January 2019, the Florida Department of Transportation informed the County that the bridge had been selected for replacement.

The bridge replacement will be designed and constructed by FDOT, 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 \$2.5 million, including an estimated design fee of \$720,000, an estimated right of way acquisition fee of \$85,000, and an estimated construction and Construction Engineering Inspection (CEI) cost of \$1.9 million. 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. After the design work is completed, two additional Locally Funded Agreements will be brought back to the Board for approval to provide the County's match for right of way acquisition (\$25,000) and construction and CEI services (\$483,994). This project only includes funding for the County's 25% local match.

Strategic Initiative

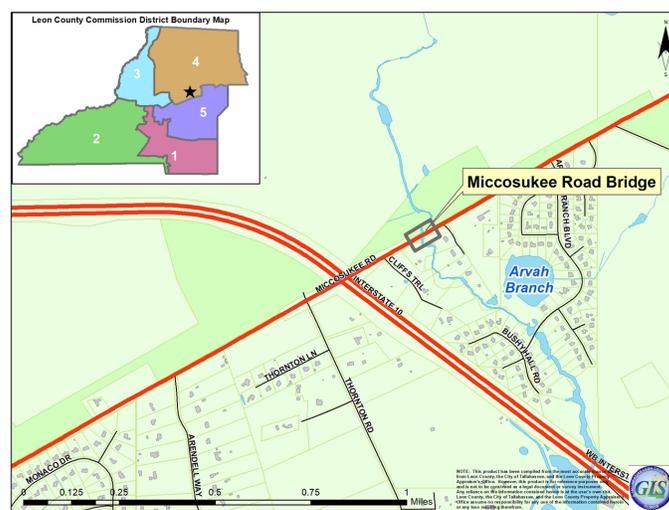
Continue to work with the Florida Department of Transportation for safety improvements on State and County roadways to include accessibility enhancements, street lighting installations, sidewalk additions, safety audits, and intersection improvements. (2017-9)

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	0	0	0	0	25,000	0	483,994	0	508,994	508,994
	0	0	0	0	25,000	0	483,994	0	508,994	508,994

Policy/Comprehensive Plan Information

Operating Budget Impact



Leon County Fiscal Year 2021-2025 Capital Improvement Program

N. Florida Fairgrounds Road Milling and Resurfacing

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **051009** Capital Improvement: **N/A**
 Service Type: **Transportation** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **Q3, EC1**

Project Description/Justification

This project restores the asphalt roads inside North Florida Fairgrounds. As specified in the lease agreement with the North Florida Fairgrounds, the County is required to maintain the internal roads on the fairgrounds. The internal service roads inside the Fairgrounds have aged after many years of service. The asphalt surface has cracks and deterioration. 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 will be completed in FY 2023.

Strategic Initiative

(Q3) Provide essential public safety infrastructure and services and (EC1) to maintain the public infrastructure which supports business at the Fairgrounds.

Financial Summary

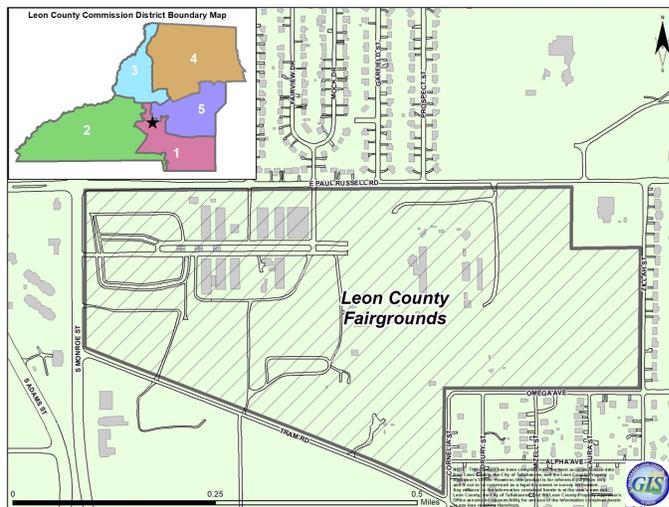
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	0	0	220,000	0	0	220,000	220,000
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>220,000</u>	<u>0</u>	<u>0</u>	<u>220,000</u>	<u>220,000</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2021-2025 Capital Improvement Program

Open Graded Hot Mix Maintenance and Resurfacing

Dept/Div: **Public Works - Operations** Comp Plan CIE Project: **N/A**
 Project #: **026006** Capital Improvement: **N/A**
 Service Type: **Transportation** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project provides funding for materials and contract services associated with asphalt maintenance on Leon County's Open Grade Mix roadways. As Open Grade Mix roads age, it can be anticipated that these older roads will require a higher degree of maintenance (i.e. patching and rejuvenation) than in recent years. It can further be anticipated that some of these roads will require resurfacing. Additionally, permitting requirements on the County's Open Grade Mix roads require that porosity within the Open Grade may be maintained by either hydro-cleaning or other maintenance methods. To meet these needs, funding is required for both routine maintenance and scheduled resurfacing of Open Grade Mix roads. For FY 2021, funding for this project was delayed as part of the budget balancing strategies related to the COVID-19 affect on sales tax collections and reduced consumer spending.

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 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
306 Transportation Improvements	415,986	0	0	0	0	0	0	0	0	415,986
308 Sales Tax	12,314,221	0	0	0	0	0	0	0	0	12,314,221
309 Sales Tax - Extension	1,932,884	612,630	612,573	0	0	0	0	0	0	2,545,514
351 Sales Tax - Extension 2020	0	600,000	0	0	0	161,632	159,968	215,605	537,205	1,137,205
	<u>14,663,091</u>	<u>1,212,630</u>	<u>612,573</u>	<u>0</u>	<u>0</u>	<u>161,632</u>	<u>159,968</u>	<u>215,605</u>	<u>537,205</u>	<u>16,412,926</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 2021-2025 Capital Improvement Program

Public Works Design and Engineering Services

Dept/Div: **Engineering Services**
 Project #: **056011**
 Service Type: **Transportation**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Initiative: **EC1, EN1**

Project Description/Justification

This project is for the design and engineering services that occur routinely throughout the year for transportation and stormwater projects.

Strategic Initiative

N/A

Financial Summary

<u>Funding Source</u>	<u>Life To Date FY 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
306 Transportation Improvements	375,974	174,086	48,455	100,000	100,000	100,000	100,000	100,000	500,000	1,050,060
	<u>375,974</u>	<u>174,086</u>	<u>48,455</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>1,050,060</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Public Works Design and Engineering Services

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Public Works Vehicle & Equipment Replacement

Dept/Div: **Fleet Management** Comp Plan CIE Project: **N/A**
 Project #: **026005** Capital Improvement: **N/A**
 Service Type: **Transportation** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **G2**

Project Description/Justification

This project is for the replacement of Public Works vehicles and equipment. Surplus sales are estimated to generate \$86,000. The following is the FY 2021 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Operations	2008 Ford F-350	103,418	\$28,142	\$22,145	\$45,000
Operations	2010 Anderson Trailer	N/A	\$15,278	\$10,442	\$22,000
Operations	2012 Ford F-350	132,656	\$35,543	\$21,736	\$48,000
Operations	2012 Asphalt Patcher	112,747	\$129,394	\$67,938	\$155,000
Operations	2012 Superior Broom	1,080	\$55,738	\$20,923	\$80,000
Operations	2012 Anderson Trailer	N/A	16,403	\$10,370	\$22,000

Strategic Initiative

N/A

Financial Summary

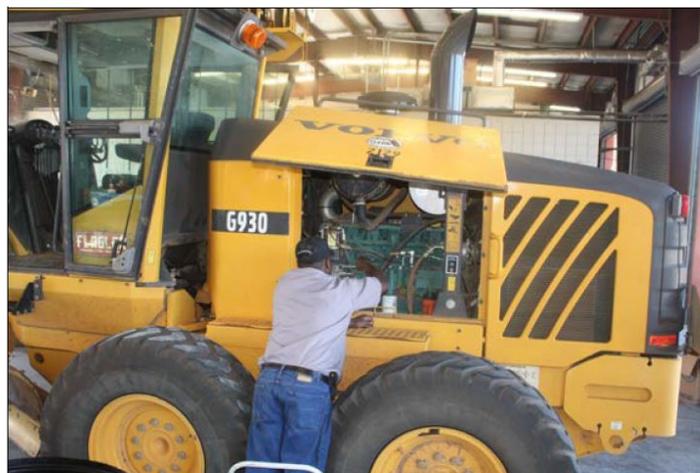
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	12,313,044	607,475	15,300	372,000	500,000	500,000	500,000	500,000	2,372,000	15,292,519
	<u>12,313,044</u>	<u>607,475</u>	<u>15,300</u>	<u>372,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>2,372,000</u>	<u>15,292,519</u>

Policy/Comprehensive Plan Information

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

Operating Budget Impact

There are no new operating costs associated with replacing vehicles and equipment. The applicable fuel, maintenance, and insurance costs have already been budgeted.



Public Works Vehicle & Equipment Replacement

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Sidewalk Program

Dept/Div:	Engineering Services	Comp Plan CIE Project:	N/A
Project #:	056013	Capital Improvement:	N/A
Service Type:	Transportation	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Initiative:	EN4, Q6

Project Description/Justification

This project is for the planning, design, and construction of sidewalks. The sidewalk network is to safely and conveniently connect individual residences to schools, shopping and recreations, as well as to the collector and arterial roads where transit is provided. The sidewalks are identified in the County priority list.

At the July 8, 2013 FY 2014 Budget Workshop, the Board approved levying the additional five-cent gas tax. Subsequently, during the September 10, 2013 meeting, the Board directed staff to allocate the FY 2014 gas tax revenue 50/50 between transportation operating expenditures and capital expenditures. Subsequently, at the April 23, 2019 Budget Workshop, the Board approved a Multi-Year Fiscal Plan which reallocates \$1.0 million of the gas tax revenue to fix chronic flooding problems on County Roads exposed to storms. As outlined at the workshop, beginning in FY 2020, \$920,000 from the Blueprint 2020 sales tax was provided to the County for sidewalk construction. This amount increases to \$1.25 million per year beginning in FY 2021 when the new sales tax is in effect for a full year.

In November 2014, Leon County residents approved a referendum providing a second extension of the 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 set aside \$50 million (50/50 County and City) of sales tax extension revenue for County/City Sidewalk Projects funding.

On May 12, 2015, the Board approved the Safe Routes to Schools and Community Sidewalk Enhancements Tier Prioritization Lists. This project is jointly funded with the additional five-cents gas tax and the Blueprint 2020 2nd sales tax extension, which took effect January 2020.

As approved in the Multi-year (FY 2019 - FY 2021) fiscal plan, a portion of sidewalk project funding has been realigned from gas taxes for FY 2020 and FY 2021 to address critical stormwater and transportation projects. Sidewalk funding will return to normal levels in FY 2022. However, due to COVID-19 and subsequent budget balancing strategies for FY 2021, sidewalk funding was suspended. However, \$1.25 million is available in fund 352 for sidewalks in FY 2021.

The Community Safety and Mobility capital project on page 25-110 reflects the shift from gas taxes program funding to 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 2019</u>	<u>Adjusted Budget FY 2020</u>	<u>Year To Date FY 2020</u>	<u>FY 2021 Budget</u>	<u>FY 2022 Planned</u>	<u>FY 2023 Planned</u>	<u>FY 2024 Planned</u>	<u>FY 2025 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
306 Transportation Improvements	4,384,403	3,709,266	701,601	0	1,625,735	1,666,395	1,708,055	1,750,756	6,750,941	14,844,610
352 Sales Tax - Extension 2020 JPA Agreement	0	937,500	0	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	6,250,000	7,187,500
	<u>4,384,403</u>	<u>4,646,766</u>	<u>701,601</u>	<u>1,250,000</u>	<u>2,875,735</u>	<u>2,916,395</u>	<u>2,958,055</u>	<u>3,000,756</u>	<u>13,000,941</u>	<u>22,032,110</u>

Policy/Comprehensive Plan Information

Sidewalk Policy

Operating Budget Impact

N/A



Sidewalk

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Smith Creek Bike Lane Phase I

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **052004** Capital Improvement: **N/A**
 Service Type: **Transportation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EC1**

Project Description/Justification

This project is for the design of bicycle lanes on a portion of Smith Creek Road to enhance and promote the safe use of non-motorized transportation alternatives to access the Apalachicola National Forest. Smith Creek Road is a paved two-lane roadway that extends 8.3 miles from its intersection with State Road 20 south to the Wakulla County line. The roadway is currently 22 feet wide and paved with asphalt. The Phase I design project scope is to add 5-foot paved bike lanes on both sides of the road and to overlay/restripe approximately 1.3 miles of the roadway beginning at the State Road 20 intersection. The Phase II project (Project #052005) will begin at the point the Phase I project design ends and will provide an additional mile of bike lanes. This project is supported by Federal Highway Administration funds through an Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreement. The LAP agreement of the construction costs (\$998,000) of Phase I was executed in May 2020.

Construction will commence in FY 2021.

Strategic Initiative

N/A

Financial Summary

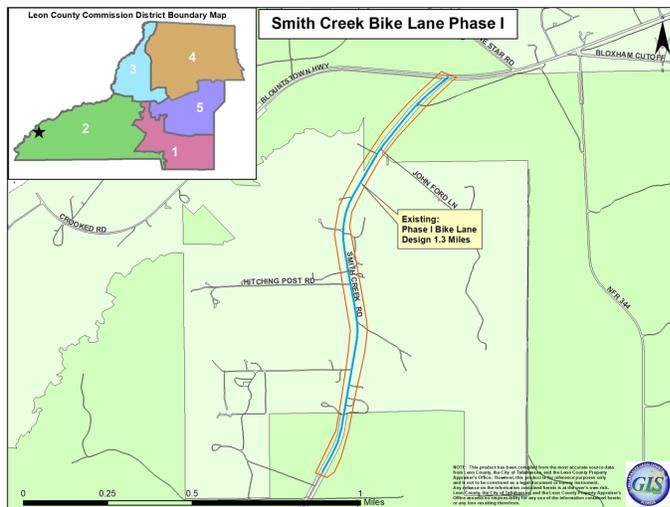
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
125 Grants	0	110,000	81,564	0	0	0	0	0	0	110,000
	<u>0</u>	<u>110,000</u>	<u>81,564</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>110,000</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2021-2025 Capital Improvement Program

Springhill Road Bridge Rehabilitation

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **051008** Capital Improvement: **N/A**
 Service Type: **Transportation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **EC1**

Project Description/Justification

This project provides rehabilitative repair to Springhill Road Bridge over Munson Slough to ensure the long term safety of this facility. This project will address the noted conditions in the Florida Department of Transportation (FDOT) Bi Annual Bridge Inspection and provide a permanent solution to the deteriorating approaches that have required several emergency repairs in the past two years. Springhill Road Bridge was built in 1949 using timber piles, concrete bents, steel and a concrete superstructure. The bridge spans Munson Slough at the outfall into Lake Henrietta. Currently, the bridge timber piles are showing some deterioration. Additionally, Munson Slough experiences extreme fluctuation of stream elevation. This continual fluctuation has caused weakening of the approaches. The substructure and superstructure are in need of repair to maintain longevity. The replacement of the bridge is contemplated as part of the Blueprint Southside Gateway project. Due to the revenue losses associated with gas taxes affected by COVID-19 and reduced driving, this project was delayed until FY 2021 to ensure adequate resources in the Transportation Fund. It is critical that the repairs are done to extend the useful life of the bridge until it is replaced.

Construction will begin in early FY 2021.

Strategic Initiative

N/A

Financial Summary

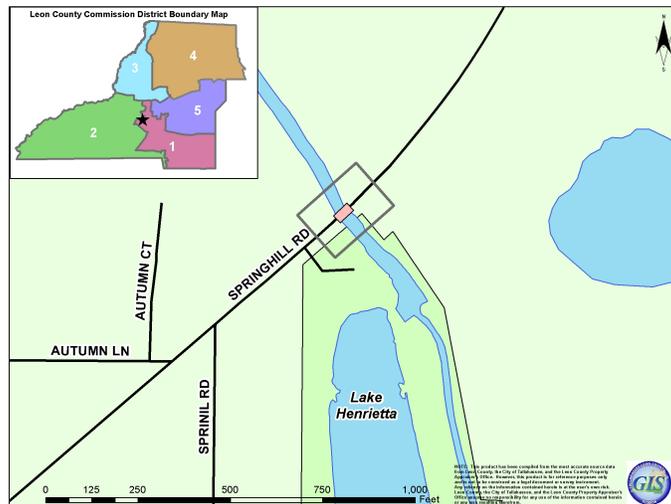
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	0	350,500	0	0	0	0	0	0	0	350,500
	0	350,500	0	0	0	0	0	0	0	350,500

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2021-2025 Capital Improvement Program

Street Lights Program - Unincorporated Areas

Dept/Div:	Engineering Services	Comp Plan CIE Project:	N/A
Project #:	057013	Capital Improvement:	N/A
Service Type:	Transportation	Level of Service Standard:	N/A
Status:	Existing Project - Carryforward	Strategic Initiative:	Q3

Project Description/Justification

This project is for the placement of street lights in the unincorporated areas on County roads and intersections.

On February 7, 2017, the County adopted the Street Lighting Eligibility Criteria and Implementation Policy and approved a list of projects for implementation. An annual budget of \$125,000 was established for an estimated three to four projects per year for various types of roadways that may warrant the placement of street lights by the County. Starting in FY 2020, the funding source for the Street Lights Program shifted to the Blueprint 2020 Livable Infrastructure for Everyone (LIFE) Program, see page 25-116.

Strategic Initiative

Increase safety in the unincorporated area through the development of a new street lighting program and evaluation of the need for additional signage. (2017-09)

Financial Summary

Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	132,331	242,669	0	0	0	0	0	0	0	375,000
	<u>132,331</u>	<u>242,669</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>375,000</u>

Policy/Comprehensive Plan Information

Street Lights Programs ordinance and policy.

Operating Budget Impact

Operations' budget was increased by \$10,000 in FY 2017 to address the increased utility and maintenance costs for new street lights added annually.

Leon County Fiscal Year 2021-2025 Capital Improvement Program

Transportation and Stormwater Improvements

Dept/Div: **Engineering Services** Comp Plan CIE Project: **No**
 Project #: **056010** Capital Improvement: **Stormwater**
 Service Type: **Transportation** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **EC1, EN1**

Project Description/Justification

On January 29, 2009, the Board conducted a workshop to address the need for Transportation and/or Stormwater projects to mitigate or alleviate community impacts during and after major storm events. The following is a combination of the Tropical Storm Faye projects (most of which are complete) and stormwater needs identified by citizens and regulatory agencies to alleviate flooding and/or enhance the environment.

Projects Under Construction:
 Centerville Trace Pond Repair/Golden Pheasant /Raymond Tucker Road

Projects Under Design:
 Ben Blvd. Phase II
 Keystone Court

Scheduled Improvement Projects:
 Okeeheepkee Road berm

Completed Projects:
 Miccosukee Road Drainage Improvements, Alexandrite Court, Edenfield/Barfield roads, Park Hill, Lakeside Drive, Lawndale Drive, Ben Boulevard Phase 1, Rhodes Cemetery Road, Salamanca/Palencia, Bannerman Road Outfall Facility, Edinburgh Estates, Portsmouth Circle, Timberlake LOMR, Killearn Lakes Unit 3, Autumn Woods, Crump Road Cross Drain Replacement, Southbrook (vegetation monitoring continues)/Otter Creek/Chadwick Way, Linene Woods Culvert, and Killearn Lakes Units 1, 2 & 3, Okeeheepkee Road Drainage Improvements, Chadwick Way Culvert Upgrade, Miccosukee at Georgia Intersection Drainage and Frontier Estates Drainage Improvements - Stormwater Model Complete.

Strategic Initiative

N/A

Financial Summary

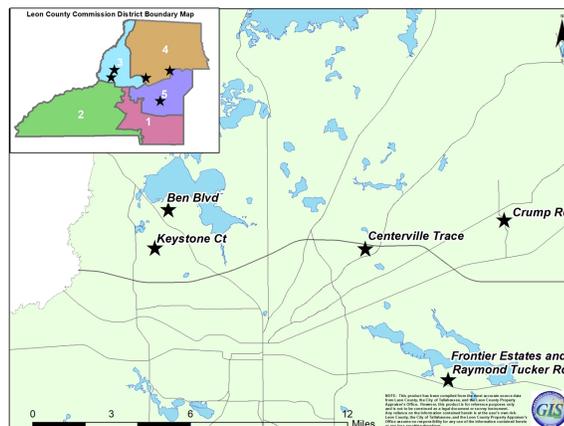
Funding Source	Life To Date FY 2019	Adjusted Budget FY 2020	Year To Date FY 2020	FY 2021 Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	9,393,599	50,795	0	0	0	0	0	0	0	9,444,394
306 Transportation Improvements	1,397,632	5,939,236	33,909	674,500	850,000	500,000	500,000	500,000	3,024,500	10,361,368
	<u>10,791,231</u>	<u>5,990,031</u>	<u>33,909</u>	<u>674,500</u>	<u>850,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>3,024,500</u>	<u>19,805,762</u>

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality. Comprehensive Plan Levels of Service for Stormwater conveyance requires that no floodwaters enter a residence in a 100-year storm.

Operating Budget Impact

N/A



Leon County Fiscal Year 2021 Tentative Budget

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Leon County Fiscal Year 2021 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

Leon County Fiscal Year 2021 Tentative Budget

County Charter

municipal ordinance and the county ordinance shall be effective, each being deemed supplemental to the other.

- (2) *Minimum Environmental Regulations.* County ordinances shall establish minimum standards, procedures, requirements and regulations for the protection of the environment and shall be effective within the unincorporated and incorporated areas of the County. Such standards, procedures, requirements and regulations shall include, but shall not be limited to, tree protection, landscaping, aquifer protection, stormwater, protection of conservation and preservation features, and such other environmental standards as the Board of County Commissioners determines to be necessary for the protection of the public health, safety, and welfare of the citizens throughout Leon County. Standards shall be designed to place emphasis on supporting healthy natural systems occurring in the environment. However, nothing contained herein shall prohibit a municipality from adopting ordinances, standards, procedures, requirements or regulations establishing a more stringent level of environmental protection within the incorporated area of the County.

(Ord. No. 2010-22, § 1, 8-17-2010)

Sec. 1.7. - Transfer of power.

Whenever a municipality, special district or agency shall request, by a majority vote of the governing body, the performance or transfer of a function to the County, the County is so authorized by a majority vote of the Board of County Commissioners to have the power and authority to assume and perform such functions and obligations. This section does not authorize a transfer in violation of Article VIII, § 4 of the Constitution of Florida.

Sec. 1.8. - Division of powers.

This Charter establishes the separation between legislative and administrative functions of this government. The establishment and adoption of policy shall be the responsibility of the Board of County Commissioners and the execution of that policy shall be the responsibility of the County Administrator.

Sec. 1.9. - Relation to state law.

Special laws of the state legislature relating to or affecting Leon County and general laws of local application which apply only to Leon County, except those laws relating exclusively to a municipality, the school board, or a special district, shall be subject to approval by local referendum to the extent that they are not in conflict with this Charter. All special laws so approved shall become ordinances and may be subject to amendment or repeal by the Board of County Commissioners.

ARTICLE II. - ORGANIZATION OF COUNTY GOVERNMENT

Sec. 2.1. - Elected Commission and appointed County Administrator form of government.

Leon County shall operate under an elected County Commission and an appointed County Administrator form of government with separation of legislative and executive functions in accordance with the provisions of this Home Rule Charter. The legislative responsibilities and powers of the County shall be assigned to, and vested in, the Board of County Commissioners. The executive responsibilities and power of the County shall be assigned to, and vested in, the County Administrator, who shall carry out the directives and policies of the Board of County Commissioners and enforce all orders, resolutions, ordinances and regulations of the Board, the Charter and all applicable general law to assure that they be faithfully executed.

Sec. 2.2. - Legislative branch.

- (1) *The County Commission.* The governing body of the County shall be a Board of County Commissioners composed of seven (7) members serving staggered terms of four (4) years. There shall be one (1) Commissioner elected for each of the five (5) County Commission districts, established pursuant to general law or by ordinance, and they shall be elected by the electors of that district. There shall be two

Leon County Fiscal Year 2021 Tentative Budget

County Charter

- (2) At-large Commissioners elected on a countywide basis by the electors of the County. Elections for all seven (7) members of the County Commission shall be non-partisan. Each candidate for the office of district County Commissioner shall reside within the district from which such candidate seeks election at the time of qualifying to run for that office, and during the term of office each Commissioner shall reside in the district from which such Commissioner ran for office, provided that any Commissioner whose residence is removed from a district by redistricting may continue to serve during the balance of the term of office.
- (2) *Redistricting.* Redistricting of County Commission district boundaries shall be in accordance with general law, changed only after notice and a public hearing as provided by general law.
- (3) *Salaries and Other Compensation.* Salaries and other compensation of the County Commissioners shall be established by ordinance, and salary shall not be lowered during an officer's term in office.
- (4) *Authority.* The Board of County Commissioners shall exercise all legislative authority provided by this Home Rule Charter in addition to all other powers and duties authorized by general law or special law approved by a vote of the electorate.
- (5) *Vacancies.* A vacancy in the office of County Commissioner shall be defined and filled as provided by general law.
- (6) *Administrative Code.* The County Commission shall adopt an administrative code in accordance with general law.
- (7) *Limitation on Campaign Contributions.* No candidate for any County office for which compensation is paid shall accept any contribution from any contributor, including a political committee, as defined by state law, in cash or in kind, in an amount in excess of \$250 per election.

(Ord. No. 2010-21, § 1, 8-17-2010)

Sec. 2.3. - Executive branch.

- (1) The County Administrator.
- (A) The County Administrator shall be appointed by an affirmative vote of a majority plus one (1) of the entire membership of the Board of County Commissioners. The County Administrator shall serve at the pleasure of the Board of County Commissioners until such time as the County Administrator shall be removed by a vote for removal of a majority plus one (1) of the entire membership of the Board of County Commissioners voting during the first regularly scheduled meeting occurring after a meeting of the Board at which a motion expressing the intent of the Board to remove the County Administrator was adopted by majority vote of those present and voting. The County Administrator shall be the chief executive officer of the County and all executive responsibilities and powers shall be assigned to, and vested in, the County Administrator. The County Administrator shall exercise all executive authority provided by this Home Rule Charter and all other powers and duties authorized by general or special law.
- (B) The County Administrator shall be chosen on the basis of his/her professional qualifications, administrative and executive experience, and ability to serve as the chief administrator of the County. The County Administrator shall reside within the County during his/her tenure as County Administrator.
- (C) The compensation of the County Administrator shall be fixed by the Board of County Commissioners at a level commensurate with the responsibilities of the position, with performance appraisals conducted by the Board of County Commissioners at least annually.
- (D) A vacancy in the office shall be filled in the same manner as the original appointment. The County Administrator may appoint an Acting County Administrator in the case of his/her temporary vacancy.

Leon County Fiscal Year 2021 Tentative Budget

County Charter

- (2) Senior Management. The County's senior management employees, with the exception of the County Attorney's Staff, shall serve at the pleasure of the County Administrator, who may suspend or discharge senior management personnel with or without cause.
- (3) Non-interference by Board of County Commissioners. Except for the purpose of inquiry and information, members of the Board of County Commissioners are expressly prohibited from interfering with the performance of the duties of any employee of the county government who is under the direct or indirect supervision of the County Administrator or County Attorney by giving said employees instructions or directives. Such action shall constitute malfeasance within the meaning of Article IV, Section 7(a) of the Florida Constitution. However, nothing contained herein shall prevent a County Commissioner from discussing any county policy or program with a citizen or referring a citizen complaint or request for information to the County Administrator or County Attorney.

(Ord. No. 2010-23, § 1, 8-17-2010; Ord. No. 2010-24, § 1, 8-17-2010; Ord. No. 2010-25, § 1, 8-17-2010)

Sec. 2.4. - County attorney.

- (1) There shall be a County Attorney selected by the Board of County Commissioners who shall serve at the pleasure of, and report directly to, the Board of County Commissioners, and shall reside within the County during his/her tenure as County Attorney.
 - (A) The County Attorney shall provide legal services to the Board of County Commissioners, the County Administrator, and County departments, boards and agencies organized under the Board of County Commissioners.
 - (B) The compensation of the County Attorney shall be fixed by the Board of County Commissioners at a level commensurate with the responsibilities of the position with performance appraisals conducted by the Board of County Commissioners at least annually.

Sec. 2.5. - Code of Ethics.

In order to provide a high level of transparency and ethical conduct under charter government, the Board of County Commissioners shall enact by ordinance a Code of Ethics no later than the first County Commission meeting in December 2019. The Code of Ethics shall prescribe standards of conduct for members of the Board of County Commissioners and its employees, as well as to all members of appointed boards and committees that have been created by the Board of County Commissioners. The Code of Ethics shall supplement and not contradict or supersede any statutory or administrative standards of conduct which apply to any such officer or employee. The Code of Ethics shall include, but is not limited to, standards of conduct, provisions defining offenses, prescribing penalties within the limits allowed by law, and establishing lobbyist regulations. The Code shall not conflict with the power of the Governor to suspend county officers or of the Senate to remove them from office, or the power of the people to recall them from office.

(Ord. No. 2018-06, § 1, 4-10-2018)

ARTICLE III. - ELECTED COUNTY CONSTITUTIONAL OFFICERS

Sec. 3.1. - Preservation of constitutional offices.

The offices of the Sheriff, Property Appraiser, Tax Collector, Clerk of the Circuit Court and Supervisor of Elections shall remain as independently elected constitutional offices, and the status, powers, duties and functions of such offices shall not be altered by this Home Rule Charter, or any revisions or amendments hereto, except as provided in Section 5.2 below. The constitutional officers shall perform their executive and administrative functions as provided by law.

Sec. 3.2. - Non-partisan elections.

**

- (1) Non-Partisan Offices. The Supervisor of Elections shall be non-partisan.

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- (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 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

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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,

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and charged solely against, funds derived from the same sources from which such payment would have been made had this Charter not taken effect.

- (4) *Employees Continuation.* All employees of the former County government shall, on the effective date of this Charter, become employees of the County government created by this Charter. All existing wages, benefits, and agreements, and conditions of employment shall continue, until modified by lawful action of the County Commission.

Sec. 5.2. - Home rule charter amendments.

- (1) Amendments Proposed by Petition.
- (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.

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Sec. 5.4. - Home rule charter effective date.

This Charter shall become effective November 12, 2002.

SECTION 2. - BALLOT QUESTION TO BE PRESENTED TO ELECTORATE

The proposed Charter of Leon County, Florida, shall be presented to the qualified Leon County electorate by placing the question of whether to adopt same on the ballot at the special election to be held on November 5, 2002.

SECTION 3. - BALLOT QUESTION FORM

The question on the ballot shall be substantially in the following form:

CHARTER FOR LEON COUNTY, FLORIDA

AS PROPOSED BY LEON COUNTY ORDINANCE NO. 2002- ____

Question

Shall there be a Home Rule Charter for Leon County, Florida, establishing all rights and powers of local self government; authorizing the proposal and adoption of ordinances by voter initiative and referendum; preserving elected constitutional county officers; providing a non-partisan Supervisor of Elections; providing for non-partisan elections of county commissioners; allowing recall of commissioners by citizen referendum; and providing a method of amendment, which shall take effect November 12, 2002?

Yes for Approval ____

No for Rejection ____

SECTION 4. - FURTHER AUTHORIZATION

The Board of County Commissioners of Leon County, Florida, is authorized to adopt all resolutions and take all actions necessary in order for this Charter referendum proposition and those propositions referenced in the Preamble and Articles of the proposed Charter herein to be properly placed on the ballot for the special election of November 5, 2002. Said referendum shall be conducted according to the requirements of law governing referendum elections in the State of Florida.

SECTION 5. - SEVERABILITY

If any word, phrase, clause, section or portion of this ordinance shall be held invalid or unconstitutional by a court of competent jurisdiction, such portion or words shall be deemed a separate and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 6. - EFFECTIVE DATE

This ordinance shall have effect upon becoming law, but shall be of no further force or effect if the proposed Charter is not duly approved at the November 5, 2002, special election. The Charter of Leon County, Florida, as proposed by this Ordinance, shall become effective November 12, 2002, if the Charter is approved by a "yes" vote by a majority of those duly qualified electors voting on the question posed at the November 5, 2002, referendum.

DULY PASSED AND ADOPTED BY the Board of County Commissioners of Leon County, Florida, this 9th day of September, 2002.

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Guiding Principles

1. The Board of County Commissioners upholds the importance of the Leon County Home Rule Charter allowing citizen involvement and flexibility in shaping government to best meet the County's unique and changing needs.
2. The County budget will always be balanced, with available revenues equal to appropriations.
3. The County will strive to maintain the lowest dollars spent per County resident, as compared to like-size counties, while retaining the maximum level of service possible.
4. Through citizen input and Commission deliberation, core functions for County government will be identified and the dollars will be allocated accordingly during the budget process.
5. The County will continue to explore opportunities with its governmental counterparts for functional consolidation and/or shared efficiencies.
6. The County will continue to enhance our cooperation and coordination with our Universities and Community College to promote, strengthen, and sustain our community's intellectual capital.
7. The County Administrator will require Program Managers to conduct an annual review and scrutiny of their base budgets when preparing budgets for future years.
8. Consistent with best practices and the Florida Statutes, Leon County will retain an emergency reserve fund of not less than 5%, but not more than 10% of the general operating budget (Policy No. 07-2).
9. Consistent with best practices and the Florida Statutes, Leon County will retain an operating cash reserve fund of not less than 10% but not more than 20% of the general operating budget (Policy No. 07-2).
10. Cash reserves in excess of reserve policies will be utilized to support one-time capital projects and/or other one-time expenditures to address unforeseen revenue shortfalls (Policy No. 07-2).
11. Leon County will continue to ensure the useable and safe life of existing infrastructure by providing funding for proper maintenance (Policy No. 93-44).
12. Provide that fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise (Policy No. 92-5).
13. Ensure that capital projects financed through the issuance of bonds will not be financed for a period that exceeds the useful life of the project or the life of the supporting revenue source (Policy No. 93-47), and support conduit financing to promote the economic health of the community.
14. Maintain accounting and reporting practices in conformance with the Uniform Accounting System of the State of Florida and Generally Accepted Accounting Principles (GAAP) (Policy No. 92-4).
15. Ensure that the annual financial and compliance audit of the County's financial records is conducted by an independent firm of certified public accountants whose findings and opinions are published and available for public review (Policy No. 92-4).
16. Will optimize return on investments within the constraints of safety and liquidity through an adopted Investment Policy.
17. Shall establish formal policies and procedures to address amending the budget while allowing the organization to function and react to changing conditions (Policy No. 97-11).
18. The County shall provide a meaningful public input process during the annual budget review which shall, at a minimum, include at least one Board Workshop and two Public Hearings.
19. The County will fully research and employ technology to improve the personal and collective efficiency of county employees.
20. The County will continue to enhance our culture of performance, as we maintain a very low employee per 1,000 population and a "flat" organizational structure, and hold individual employees to high expectations and performance standards. Employees are entrusted with broad authority in their functional areas, expected to respond quickly to requests for service, explore and pursue alternatives to assist the citizenry, attempt to deliver more than what is expected, and are empowered to use professional discretion on the spot to resolve issues and reduce "bureaucracy." These employees are valued and compensation and benefits are commensurate with their responsibilities and competitive in the industry.
21. The County will continue to improve efforts to promote employee innovation, through incentives, recognition and rewards for identifying and implementing program and process improvements that add value to services while producing cost savings.
22. The County will continue to leverage Leon County tax payer dollars to attract federal and state appropriations, reimbursements, and matching grants to realize revenue maximization for the purpose of funding priority projects and programs.

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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.

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County Financial Policies & Ordinances

Amending the Budget Policy, No. 97-11(Cont.)

- Allows the County Administrator to authorize intrafund transfers up to \$250,000. Intrafund transfers exceeding \$250,000 and all interfund transfers must be approved by a majority vote of the Board.
- Requests for use of reserves for contingency must be approved by a majority vote of the Board.

Carry Forward Program Policy, No. 98-16

This policy establishes that the Carry Forward Program will provide budget incentives to managers to improve financial management effectiveness and accountability. It allows managers to carry forward a portion or all unexpected end-of-year funds for identifiable projects which will result in increased productivity, cost savings, and/or increased efficiency. Department managers submitting a request to OMB for review, must clearly indicate how the County will realize an increase in productivity, save money, and/or increase efficiency, if approved. Managers of projects funded by the Board in the current fiscal year, which are incomplete, must submit a "Carry Forward Request" requesting the funds be added to the budget of the following fiscal year for the sole purpose of completing the project for which the funds were appropriated. All carry forward requests are presented to the Board prior to November 1 of each year and are based upon the prior approval of the County Administrator.

Revenues - Financial Advisory Committee Policy, No. 00-1

This policy establishes the Financial Advisory Committee which ensures that financial matters which come before the Board have been appropriately and thoroughly reviewed. This committee will make recommendations on financial matters related to the Board and all County boards. Such financial matters may include, but not be limited to, issuance of debt, selection of bond counsel, financial advisory services, bond underwriter services, underwriter counsel, and arbitrage rebate compliance services.

Leon County Investment Policy, No. 17-4

This policy establishes that Leon County's Investment Policy within the context of the County's Investment Ordinance is intended to set the framework within which the County's investment activities will be conducted. It establishes the parameters for investment activity, which may be further, restricted by the Investment Oversight Committee or by investment staff, and provides parameters to limit risk and ensure a broadly diversified portfolio.

Landfill Rate Stabilization Reserve Policy, No. 03-08

This policy establishes the Solid Waste Stabilization Reserve Fund to provide funding for: planned future capital project expenditures, temporary and nonrecurring unexpected capital projects, accommodation of unexpected program mandates from other governmental bodies, extraordinary operating expenses, and operating expenses in order to stabilize rates. All requests for the use of these funds are limited to the operation of the County's landfill and transfer station and must be Board approved.

Discretionary Funding Guidelines Ordinance No. 06-34

This ordinance governs the allocation of discretionary funds and provides the Board a maximum amount of annual funding available in each of the following categories: (a) Community Human Services Partnership Fund (CHSP); (b) Community Human Services Partnership-Emergency Fund; (c) Commissioner District Budget Fund; (d) Mid-Year Fund; (e) Non-Departmental Fund; and (f) Youth Sports Teams Fund. The funding for the purposes set forth in this ordinance shall be subject to an annual appropriation by the Board in accordance with this Ordinance.

Reserves Policy, No. 07-2

This policy establishes funding for: general revenue emergency reserves, un-appropriated reserve for cash balance, minimum and maximum amounts of fund balance, funding for authorized mid-year increases, unexpected increases in the cost of existing levels of service, temporary and nonrecurring funding for unexpected projects, local match for public or private grants, offset losses, and unexpected program mandates. It establishes authorized forms and procedures to be used by outside agencies or individuals, set forth procedures and evaluation criteria of funding.

Leon County Fiscal Year 2020 Tentative Budget**County Financial Policies & Ordinances****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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County Financial Policies & Ordinances

Policy for Industrial Development Revenue Bond Financing:

Policy No. 81-1

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

Industrial Development Revenue Bond (IDRB) financing will be considered as an inducement to local and new prospective business expansion and relocation as a means to promote the diversification and expansion of the local economy, subject to the following conditions:

1. Information and application requirements of the County are completely and accurately met.
2. All fees and charges are paid, if and when assessed.
3. The project, consisting of land acquisition, construction, renovation and/or equipment purchases, has not begun prior to IDRB financing approval.
4. The project complies with all federal, state and local laws with regard to industrial development revenue bond financing eligibility.
5. Except in unusual circumstances, the Board will give priority consideration for IDRB financing to an industrial or manufacturing plant.

Policy for Accounting and Reporting:

Policy No. 92-4

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that: The County will establish accounting and reporting systems to:

1. Maintain accounting and reporting practices in conformance with the Uniform Accounting System of the State of Florida and Generally Accepted Accounting Principles (GAAP).
2. Maintain accounting system records on a basis consistent with the accepted standards for local government accounting according to Governmental Accounting and Financial Reporting (GAFR), the National Council on Governmental Accounting (NCGA), and the Governmental Accounting Standards Board (GASB).
3. Provide regular monthly financial reports that include a summary of activity for all funds.
4. Provide regular monthly trial balances of line item financial activity by type of revenue and expenditure.
5. Ensure that an annual financial and compliance audit of the County's financial records is conducted by an independent firm of certified public accountants whose findings and opinions are published and available for public review.
6. Provide that the Office of Management and Budget (OMB) will submit to the County Commission quarterly reports on the operating condition of the County and, where applicable, to identify possible trends and, where necessary, to recommend options for corrective action.
7. Seek, annually, the Government Finance Officers Association (GFOA) Certificate of Achievement in Financial Reporting and the GFOA's annual budget award.

Policy for Revenues:

Policy No. 92-5

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

The County will establish revenue practices to:

1. Provide that the County seek out and maintain a diversified revenue system to protect it from fluctuations in any one revenue source.
2. Provide that fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise.
3. Ensure that the County does not accept any revenue source whose terms of acceptance or collection may negatively affect the County.

Policy for Fiscal Planning:

Policy No. 93-44

It shall be the policy of the Board of County Commissioners of Leon County, Florida that: Policy No. 93-44, amended by the Board of County Commissioners on March 11, 2014, is hereby further amended as follows: The County will establish fiscal planning practices to:

Leon County Fiscal Year 2021 Tentative Budget

County Financial Policies & Ordinances

1. Provide that the annual operating and capital budget for Leon County shall be developed in conformity with the Tallahassee-Leon County Comprehensive Plan by the Office of Management and Budget, under the advisement of the County Administrator and adopted as provided in State law by a majority vote of the Board of County Commissioners presiding in a public hearing.
2. Provide for the development and annual review of a capital improvement budget. This budget shall contain a 5-year plan for acquisition and improvement of capital investments in the areas of facilities, transportation, equipment and drainage. This budget shall be coordinated with the annual operating budget.
3. Provide that the Board of County Commissioners will continue to reflect fiscal restraint through the development of the annual budget. In instances of forthcoming deficits, the Board will either decrease appropriations or increase revenues.
4. Provide that the County will strive to better utilize its resources through the use of productivity and efficiency enhancements while at the same time noting that the costs of such enhancements should not exceed the expected benefits.
5. Provide that expenditures which support existing capital investments and mandated service programs will be prioritized over those other supporting activities or non-mandated service programs.
6. Provide that the County Administrator shall be designated Budget Officer for Leon County and will carry out the duties as set forth in Ch. 129, F.S.
7. Provide that the responsibility for the establishment and daily monitoring of the County's accounting system(s) shall lie with the Finance Division of the Clerk of the Circuit Court, and that the oversight of investment and debt management for the government of Leon County shall lie with the Board of County Commissioners.
8. Annually, prior to March 31, the Board of County Commissioners will:
 - A. Establish a budget calendar for the annual budget cycle.
 - B. Confirm the list of permanent line item funded agencies that can submit applications for funding during the current budget cycle.
 - C. Establish the amount of funding to sponsor community partner/table events in an account to be managed by the County Administrator.
 - D. Provide direction to staff on additional appropriation requests that should be considered as part of the tentative budget development process.
9. Provide that this policy shall be reviewed annually by the Board of County Commissioners to ensure its consistency and viability with respect to the objectives of the Board and its applicability to current state law and financial trends.
10. Annually, as part of the annual budget process, staff will prepare a budget discussion item providing a mid-year performance report for all outside agency contracts and include funding recommendations for the following fiscal year.

Policy for Dues and Memberships:

Policy No. 93-46

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that: Policy No. 77-7, adopted by the Board of County Commissioners on June 21, 1977, is hereby repealed and superseded, and a new policy is hereby adopted in its place, to wit:

Organizations to which dues and memberships are paid for a County employee by Leon County shall be listed in a department's/division's annual budget request submission to the Office of Management and Budget and reviewed for their appropriateness to the employee's job responsibilities with final denial/approval of such membership(s) by the County Administrator or his/her designee during the development phase of the tentative budget. Any request for County-paid employee memberships made during the fiscal year shall be submitted to the Office of Management and Budget for review with final denial/approval by the County Administrator. All memberships paid by the County for its departments/divisions shall follow the same review and approval process as that of a County Employee as outlined in this policy.

Policy for Debt Management and Other Investments:

Policy No. 93-47

It shall be the policy of the Board of County Commissioners of Leon County, Florida that: Policy No. 92-6, adopted by the Board of County Commissioners on March 10, 1992, is hereby superseded and repealed, and a new policy is hereby adopted in its place, to wit: Debt management and investment practices are established to:

1. Ensure that capital projects financed through the issuance of bonds will not be financed for a period that exceeds the useful life of the project or the life of the supporting revenue source.

Leon County Fiscal Year 2021 Tentative Budget

County Financial Policies & Ordinances

2. Ensure that interest, operating or maintenance expenses will be capitalized only for facilities or enterprise activities and will be limited to those expenses encumbered prior to the actual operation of the facility or its improvement.
3. Provide that debt for Leon County, Florida shall be limited to an amount which will not prevent the County from maintaining sources of available revenues for service of debt at 135% of annual debt service. The State of Florida does not mandate legal debt limitation for local governments.
4. Provide that the County will limit its investments to only the safest types of securities, to include those backed by the U.S. Government or its agencies and those which provide insurance or the legally required backing of the invested principal.
5. Provide that, unless market conditions otherwise require, not more than fifteen (15) percent of the County's investment portfolio shall be placed in any one institution other than those securities issued or guaranteed by the U.S. Government or its agencies or the State Board of Administration of the State of Florida.
6. Provide that the investment portfolio of Leon County, Florida must be structured in such a manner to provide sufficient liquidity to pay obligations as they become due. The investment portfolio shall be diversified by type of investment, issuer, and dates of maturity in order to protect against fluctuations in the market economy. At least fifteen percent (15%) of the County's portfolio shall be kept in liquid investments which are available on a daily basis, without loss of principal.
7. Provide that the clear title to principal and collateral backing for all investments shall be maintained by Leon County, in the County's own bank, or a third party agent under agreement to the County.
8. Provide that the Board of County Commissioners seeks to optimize return on investments within the constraints of safety and liquidity. The purchase and sale of securities shall be at competitive prices based on market conditions.
9. Provide that Leon County will use only major banks, brokers or dealers which have been selected after review of their qualifications, size, capitalization, inventories handling and reputation.
10. Provide that Leon County will not place funds with any institution which is less than three (3) years old.
11. Provide that the Board shall adopt a plan by October 1 of each year to govern the policies and procedures for the investment of surplus funds of the County based on the criteria as set forth in the County's Investment Ordinance for Surplus Funds, No. 93-3.
12. Provide that collateral shall be required for any re-purchase agreement, not covered under Chapter 280, Florida Statutes. Collateral placed for any re-purchase agreement will be governed by the same terms as those defined in the County's Investment Ordinance for Surplus Funds, No. 93-3.
13. Provide that the County shall establish a County Investment Oversight Committee whose membership and duties shall be governed by the provisions as set forth in the County's Investment Ordinance for Surplus Funds, Policy No. 93-3.

Policy for Amending the Budget

Policy No. 97-11

The County will establish practices for the operation and amending of the annual budget to:

1. Provide that all amendments/transfers of funds will first be reviewed by the director(s) of the requesting department/division, followed by a second review by the Office of Management and Budget, prior to submission and subsequent approval/denial by the County Administrator and/or the Board of County Commissioners, as set forth by the following provisions of this policy.
2. Provide that:
 - A. Notwithstanding the provisions of paragraph 1, program managers shall have the flexibility to amend their operating expenditure budgets and personnel services budgets by up to 10 percent of the total on an aggregate basis between line items within programs with a \$50,000 cap, contingent upon approval by the County Administrator;
 - B. The County Administrator delegates to the Office of Management and Budget the responsibility for monitoring and enforcing the provisions of this paragraph based on policies adopted by the Board of County Commissioners.
3. Provide that, in addition to the provisions of paragraph 2, the County Administrator may authorize intrafund transfers up to \$250,000.
4. Provide that intrafund transfers greater than \$250,000, and all interfund transfers, must be approved by a majority vote of the Board of County Commissioners.
5. Provide that all requests for use of reserves for contingency must be approved by a majority vote of the Board of County Commissioners.

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Policy for Carry Forward Program: Policy No. 98-16

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 94-8, entitled "Carry Forward Program" and adopted by the Board of County Commissioners on December 13, 1994, is hereby repealed and superseded, and a new policy is hereby adopted in its place, to wit:

The Carry Forward Program provides budget incentives to managers to improve financial management effectiveness and accountability. The program allows managers to carry forward into the ensuing fiscal year a portion of, or all, of the unexpected end-of-year funds for identifiable projects which will result in increased productivity, cost savings and/or increased efficiency. Those projects which receive the County Administrator's approval will be presented to the Board of County Commissioners prior to November 1 of each year.

A. Eligibility Requirements

The department manager must submit the program proposal to the Office of Management & Budget (OMB) no later than the deadline established by OMB. The proposal must include financial savings estimated based on the most recent financial data available. The department manager must clearly indicate in the Carry Forward Program how the County will realize an increase in productivity, save money or increase efficiency by approving the proposal.

Any request that was denied during the budget review process will be forwarded directly to the County Administrator for special review. The County Administrator will provide further direction to OMB.

Note: Those projects which were funded by the Board in the current fiscal year, and which were not completed, are not affected by this program. In such case, the manager must submit a "Carry Forward Request Form" to the Office of Management & Budget requesting that these funds be added to the budget of the ensuing fiscal year for the sole purpose of completing the projects for which the funds were appropriated in the previous fiscal year. The program must state on the "Carry Forward Request Form" why the project was not completed within the current fiscal year and the anticipated completion date.

B. OMB Responsibilities

The Office of Management & Budget shall review all proposals from department managers. The Office of Management & Budget will be responsible for the program activities listed below.

Verify the total amount of funds eligible to be carried forward into the ensuing fiscal year with the Finance Department.

Review an analysis of the proposed project to determine if it will increase productivity, save tax dollars and/or increase efficiency.

Make a recommendation of approval or denial to the County Administrator.

Notify the program manager in writing of whether the project was accepted or denied within two (2) working days of the County Administrator's final decision.

Policy for Revenues: Financial Advisory Committee: Policy No. 00-1

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

In order to ensure that financial matters which come before the Board of County Commissioners have been appropriately and thoroughly reviewed, a Finance Advisory Committee is hereby established which shall be comprised of the Leon County Administrator, the Leon County Attorney, the Director of Public Services, the Office of Management and Budget and the Clerk of Courts' Finance Director.

The Finance Advisory Committee shall review and make recommendations to the Board of County Commissioners on financial matters related to the Board of County Commissioners and all County boards and authorities. Such financial matters may include, but not be limited to, issuance of debt, selection of bond counsel, financial advisory services, bond underwriter services, underwriter counsel and arbitrage rebate compliance services.

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Leon County Investment Policy: Policy No. 17-4

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 02-12, "Leon County Investment Policy", revised February 25, 2014, is hereby superseded, and replaced in its entirety, and a new Policy No. 17-3 entitled "Leon County Investment Policy" is hereby adopted in its place, effective July 11, 2017, to wit:

I. SCOPE

This Policy was adopted using Florida Statutes Section 218.415 as a guideline and applies to all funds held by the County in excess of those required to meet current expenses.

II. INVESTMENT OBJECTIVES

The primary objectives of all investment activities for the County should be safety of principal, maintenance of adequate liquidity, and finally, return maximization.

- A. **Safety of Principal.** This is the foremost investment objective. Investment transactions should seek to keep capital losses to a minimum, whether the result of security defaults or erosion of market value. This is best insured by establishing minimum acceptable credit ratings, limiting overall portfolio duration, setting maximum exposures by sector, defining appropriate levels of diversification, and limiting exceptions.
- B. **Maintenance of Liquidity.** To meet the day-to-day operating needs of the County and to provide the ready cash to meet unforeseen temporary cash requirements, a liquidity base of approximately at least two months of anticipated disbursements will be kept in relatively short term investments. These would include investments in government pools with daily liquidity such as the Local Government Surplus Trust Fund and money market investments.
- C. **Return Maximization.** Return is of least importance compared to the safety and liquidity objectives above. Investments are limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed.

III. STANDARDS OF CARE

- a. **Standards of Prudence.** The "Prudent Person" Rule shall be applied in the management of the overall investment portfolio. The "Prudent Person" Rule states: "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The Clerk and Finance Department employees performing the investment functions, acting as a "prudent person" in accordance with established procedures and this Policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided that appropriate monitoring efforts are performed.
- b. **Ethical Standards.** Officers, employees and external investment advisors of the Clerk's Office who are involved in the investment process shall refrain from personal business activity that could conflict with State Statutes, County ordinances, proper management of the investment portfolio or which could impair their ability to make impartial investment decisions. Investment officials and employees, including members of the Investment Oversight Committee, shall disclose any material financial interests in any investment firms, or financial institutions that conduct business with the County and shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the County.
- c. **Limits of Liability.** Other than by an action of the County, the County shall provide for the defense and indemnification of any Committee member who is made a party to any suit or proceeding, or against

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whom a claim is asserted by reason of their actions taken within the scope of their service as an appointed member of this committee. Such indemnity shall extend to judgments, fines, and amounts paid in settlement of such claim suit, or proceeding, including any appeal thereof. This protection shall extend only to members who have acted in good faith and in a manner reasonably believed to be in, or not opposed to, the best interest of the County.

IV. AUTHORITY

Responsibility for the administration of the investment program is vested in the Clerk of the Circuit Court (Clerk), as provided in Section 28.33, Florida Statutes. The Clerk shall exercise this authority to invest surplus funds in accordance with Section 218.415, Florida Statutes. The Clerk hereby delegates the day-to-day responsibility for the administration of the investment program to the Finance Director. The Finance Director shall maintain an Investment Procedures and Internal Controls Manual based on this Policy.

V. INVESTMENT OVERSIGHT COMMITTEE

The Board is responsible for setting guidelines for the investment of the portfolio through the adoption of this Investment Policy. The Board recognizes that there is an expertise required both for setting the guidelines and the review of performance, which may exceed the technical background of individual commissioners and has, therefore, created the Investment Oversight Committee. This Committee is charged with the responsibility to review this Policy on a regular basis and to recommend changes. The Clerk will provide sufficiently detailed reports to the Committee in order for the Committee to review portfolio performance. The Committee will establish portfolio benchmarks in order to judge the performance of the portfolio with respect to the market and other portfolios of similar size and limitations. The Committee will provide the Board a report as of the close of the fiscal year recapping the performance of the portfolio and any external managers. The Board or the Committee may request additional meetings to discuss issues of concern or direction.

VI. PROCUREMENT OF EXTERNAL INVESTMENT MANAGERS

The County may utilize external investment managers to assist with management of the portfolio. External management may be employed in situations where, due to limitations in the areas of staff time or expertise, such outside resources would be in a better position to overcome such limitations. Securities purchased by the external manager on behalf of the County, and other investments held by the fund, must be in compliance with the constraints identified by this Policy. The average duration of the funds managed by any one external manager on behalf of the County as part of the portfolio shall not exceed three years.

The Clerk in her capacity as Chief Financial Officer of Leon County oversees the selection of external managers through a competitive selection process (an RFP). The RFP committee will include county and clerk staff along with investment experts from other governments or the community. In making this selection, consideration will be given to past investment performance, fees, assets under management, experience of the firm and the individuals managing portfolios of similar size, complexity and investment restrictions. Upon selection of an external manager, the Clerk will execute a contract with the firm. External managers will be evaluated and retained based upon their investment performance.

VII. THIRD-PARTY CUSTODIAL AGREEMENTS

The Clerk will execute a Third Party Custodial Safekeeping Agreement with a depository chartered by the United States Government or the State of Florida. All securities purchased, and/or collateral obtained by the Clerk shall be properly designated as an asset of the County and held in an account separate from other assets held by the depository. No withdrawal of such securities, in whole or in part, shall be made from safekeeping except by authorized staff. The Clerk will enter into a formal agreement with an institution of such size and expertise as is necessary to provide the services needed to protect and secure the investment assets of the County.

Securities transactions between a broker-dealer and the custodian involving purchase or sale of securities by transfer of money or securities must be made on a "delivery vs. payment" basis, if applicable, to ensure

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that the custodian will have the security or money, as appropriate, in hand at the conclusion of the transaction.

The Third-Party Custodial Safekeeping Agreement shall include letters of authority from the Clerk and details as to responsibilities of each party. These responsibilities include notification of security transactions, repurchase agreements, wire transfers, safekeeping and transactions costs, procedures in case of wire failure and other unforeseen mishaps, including the liability of each party.

VIII. INTERNAL CONTROLS

The Treasury Manager shall establish and monitor a set of written internal controls designed to protect the County's funds and ensure proper accounting and reporting of the securities transactions. The internal controls should be designed to prevent losses of funds, which might arise from fraud, employee error, and misrepresentation by third parties, or imprudent actions by employees. The written procedures should include reference to safekeeping, repurchase agreements, separation of transaction authority from accounting and recordkeeping, wire transfer agreements, banking service contracts, collateral/depository agreements, and "delivery-vs-payment" procedures.

No person may engage in an investment transaction except as authorized under the terms of this policy. All daily investment activity is performed by the Treasury Manager under supervision of the Finance Director.

Pursuant to Section 218.415 (13), Florida Statutes, independent auditors as a normal part of the annual financial audit to the County shall conduct a review of the system of internal controls to ensure compliance with policies and procedures.

IX. CONTINUING EDUCATION

The Clerk staff responsible for making investment decisions must annually complete eight hours of continuing education in subjects or courses of study related to investment practices and products.

X. POLICY REVIEW AND AMENDMENT

This Policy shall be reviewed annually by the Investment Oversight Committee and any recommended changes will be presented to the Board of County Commissioners for adoption.

XI. AUDITS

Certified public accountants conducting audits of units of local government pursuant to Section 218.39, Florida Statutes shall report, as part of the audit, whether or not the local government has complied with Section 218.415, Florida Statutes.

XII. MASTER REPURCHASE AGREEMENT

The County will require all approved institutions and dealers transacting repurchase agreements to execute and perform as stated in the Master Repurchase Agreement. All repurchase agreement transactions will adhere to requirements of the Master Repurchase Agreement.

XIII. INVESTMENT PERFORMANCE AND REPORTING

A quarterly investment report shall be prepared by the Finance Office and provided to the County Administrator and the Investment Oversight Committee. The report shall include an analysis of the portfolio by sector, maturity, yield, as well as its overall performance during that period with sufficient detail for a comprehensive review of investment activity and performance.

An annual report will be presented to the Board of County Commissioners ("Board"), which shall include securities in the portfolio by sector, book value, income earned, market value and yield. Investment

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performance shall measure risk characteristics, portfolio size, sector allocations, and year-to-date earnings to an appropriate benchmark.

The County Administrator shall be notified immediately of deviations from currently approved investment policies. In the event of a ratings agency downgrade to below the A or better requirement, a written notification and investment plan from the external manager must be submitted to the County Administrator. A forced or immediate sale of the downgraded asset is not required.

XIV. RISK DIVERSIFICATION AND PORTFOLIO COMPOSITION

The County recognizes that investment risks can result from issuer defaults, market price changes, change in credit ratings, reinvestment of principal and interest, or various technical complications leading to temporary illiquidity. For purposes of this Policy, the top nationally recognized statistical ratings organizations (NRSROs) for all credit-sensitive securities are Moody's, Standard and Poor's, and Fitch. Portfolio diversification and maturity limitations are employed as primary methods of controlling risk. Market value shall be the basis for determining portfolio percentages and compliance with this Policy.

The average range of duration for the County's overall portfolio, inclusive of internally and externally managed investments, is defined as 0.5 years to 2.5 years. Unusual market or economic conditions may mandate moving the portfolio outside of this range. The Investment Oversight Committee will be convened and will approve any portfolio duration outside of the range specified above.

XV. AUTHORIZED INVESTMENTS

This section lists the authorized investments for the internal and external county portfolios. Details of key limitations on authorized investments are provided in Exhibit A. Investments not listed in this policy are prohibited.

Internal Investment Portfolio

- A. The Local Government Surplus Trust Fund (Florida Prime), Florida Treasury Special Purpose Investment Account (SPIA), or any intergovernmental investment pools authorized pursuant to the Florida Interlocal Cooperation Act of 1969 as provided in Section 163.01 Florida Statutes.
- B. Investments may be made in SEC qualified constant net asset value fixed income money market mutual funds rated AAAM or AAAG comprised of only those investment instruments as authorized in this Policy, provided that such funds do not allow derivatives.
- C. Interest-bearing time deposits or savings accounts in qualified public depositories as defined in Section 280.02 Florida Statutes. This includes, but is not limited to, time deposit accounts, demand deposit accounts, and non-negotiable certificates of deposit.

External Investment Portfolio

- D. Direct obligations of the United States Treasury. Investments may be made in negotiable direct obligations or obligations the principal and interest of which are unconditionally guaranteed by the United States Government.
- E. Federal Agencies and Instrumentalities. United States Government Agencies and sponsored agencies which are non-full faith and credit.
- F. Corporate Debt Securities. Investments may be made in securities issued by any U.S. corporation provided that such instrument is rated A or better by at least two NRSROs.
- G. Municipal Bonds. Investments may be made in securities issued by governmental entities or territorial boundaries of the United States provided that such instrument is rated A or better by at least two

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NRSROs.

- H. Mortgage-Backed Securities (MBS). Only agency collateralized (FNMA, FHLMC and GNMA) MBS, including collateralized mortgage obligations (CMOs), may be purchased.

Asset-Backed Securities (ABS). Only ABS collateralized by traditional consumer receivables such as automobile, equipment, utility, and credit card loans may be purchased. The minimum credit rating for ABS must be AAA by at least two NRSRO at the time of purchase.

- I. Commercial Mortgage-Backed Securities (CMBS). Only agency collateralized CMBS may be purchased.
- J. Repurchase Agreements. Investments whose underlying purchased securities consist of United States Treasury, Federal Agencies and/or Instrumentalities and based on the requirements set forth in the Clerk's Master Repurchase Agreement.
- K. Banker's Acceptances. Investments may be made in bankers' acceptances which are inventory based and issued by a bank, which has at the time of purchase, an unsecured, uninsured and un-guaranteed obligation rating of at least "Prime-1" and "A" by Moody's and "A-1" and "A" by Standard & Poor's.
- L. Commercial Paper. Investments may be made in commercial paper of any United States company, which is rated at the time of purchase, "Prime-1" by Moody's and "A-1" by Standard & Poor's (prime commercial paper). Asset backed commercial paper is prohibited.

XVI. SUMMARY OF KEY LIMITATIONS ON AUTHORIZED INVESTMENT

The detail guidelines for investments and limits on security issues, issuers, maturities, and credit quality as established by the Clerk are provided in **Exhibit A**. The Clerk or the Clerk's designee (Finance Director) shall have the option to further restrict or increase investment percentages from time to time based on market conditions. Exceeding percentage limits due to changes in portfolio balance will not require liquidation of any asset but will restrict further investing. Any changes to the portfolio composition guidelines or limits must be in writing from the Finance Director, directed to the appropriate parties and discussed at each quarterly Investment Oversight Committee meeting.

Additional Portfolio Limitations

- A. The limits for the Internally Managed portfolio apply to the combined internal and external portfolios.
- B. The External Manager's limits apply to external portfolio.
- C. The maximum combined portfolio allocation to MBS, CMBS and ABS securities is 45% at time of purchase.
- D. The maximum combined portfolio allocation to corporate debt and municipal securities is 45% at time of purchase.
- E. Portfolio securities may be purchased in either fixed or floating-rate form.
- F. All investments must be denominated in U.S. Dollars.
- G. Investments rated BBB and below are not permitted at the time of purchase. The lower rating shall apply in instances of split-rated securities.

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EXHIBIT A

IP Section	Authorized	Security Type	Portfolio Sector Maximum	Per Issuer Maximum	Further Limited By	Maximum Maturity/WAL Limit	Quality Minimum
XVI.A.	IM	State of Florida Treasury Special Purpose Investment Account (SPIA);	100%	NA	NA	NA	NA
XVI. A.	IM	Local Government Surplus Funds Trust Fund (Prime) FL Local Government Investment Trust (FLGIT)	20% each Pool	NA	NA	NA	NA
XVI. A	IM	FL Municipal Investment Trust (FMIVT)	15% each Pool	NA	NA	NA	NA
XIV. B.	IM	Constant Net Asset Value Money Market Mutual Funds	100%	NA	NA	NA	SEC-qualified, must hold investments allowed by this Policy
XVI. C.	IM	Financial Deposit Instruments	30%	NA	NA	2-Year Mat; 1 Year Avg Maturity	Florida Security for Public Dep. Act
XVI. D.	EM	United States Government Securities	100%	NA	NA	10-Year Maturity	NA
XVI. E.	EM	United States Federal Agencies (full faith and credit)	100%	20.0%	NA	5-Year Maturity	NA
XVI. E.	EM	Federal Instrumentalities (Non-full full faith and credit)	45%	15.0%	NA	5-Year Maturity	NA
XVI. F.	EM	Corporate Debt Securities	25%	3.0%	NA	5-Year Maturity	A3/A- by 2 NRSRO
XVI. G.	EM	Municipal Bonds	35%	3.0%	NA	5-Year Maturity	A3/A- by 2 NRSRO
XVI. H.	EM	Mortgage-Backed Securities (MBS), including CMOs	35%	15.0%	3.0% per CUSIP	5-Year WAL	Agency only
XVI. I.	EM	Asset-Backed Securities (ABS)	10%	3.0%	NA	5-Year WAL	Aaa/AAA by 2 NRSRO
XVI. J.	EM	Commercial Mortgage-Backed Securities (CMBS)	8%	3.0%	NA	5-Year WAL	Agency only
XVI. K.	EM	Repurchase Agreements	15%, if longer than 1-Day	5.0%	NA	60-Days	Requires Master Repo Agreement
XVI. L.	EM	Bankers' Acceptances	15%	5.0%	No ABCP	270-Days	A1/P1 by 2 NRSRO
XVI. M.	EM	Commercial Paper	20%	5.0%	No ABCP	270-Days	A1/P1 by 2 NRSRO

EM. External Managers where limits apply to external portfolio.

IM. Internal Management where limits apply to combined internal and external portfolios.

WAL. Weighted Average Life.

The maximum combined portfolio allocation to MBS, CMBS and ABS securities is 45% at time of purchase.

The maximum combined portfolio allocation to corporate debt and municipal securities is 45% at time of purchase.

Portfolio securities may be purchased in either fixed or floating-rate form.

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Policy for Landfill Rate Stabilization Reserve:

Policy No. 03-08

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 94-1, "Policy for Landfill Rate Stabilization Reserve," adopted by the Board of County Commissioners on February 8, 1994 is hereby repealed and superseded, and a new policy entitled "Solid Waste Rate Stabilization Reserve Fund" is hereby adopted in its place. It shall be the policy of the Board of County Commissioners of Leon County, Florida that:

1. The Solid Waste Rate Stabilization Reserve Fund is established to provide the following:
 - a. To accumulate funding for planned future capital project expenditures;
 - b. Funding for temporary and nonrecurring unexpected capital projects;
 - c. Funding to accommodate unexpected program mandates from other governmental bodies;
 - d. Funding for extraordinary operating expenses.
 - e. Funding for operating expenses in order to stabilize rates.
2. Use of funds from the Solid Waste Rate Stabilization Reserve Fund will be limited to operation of the landfill and transfer station.
3. The Board of County Commissioners must approve requests for use of Rate Stabilization Reserve Fund. The Board will use the procedures and evaluation criteria set forth in this policy. Such requests will be evaluated in insure consistency with other Board policy; the urgency of the request; the scope of services to be provided; the short- and long-term fiscal impact of the request; a review of alternative methods of funding or providing the services; a review for duplication of services with other agencies; a review of efforts to secure non-County funding; a discussion of why funding was not sought during the normal budget cycle; and a review of the impact of not funding or delaying funding to the next fiscal year.
4. The Rate Stabilization Reserve Fund will be budgeted at the excess of revenues over expenditures after the requirements of the balance needed in the Contingency Reserve and Closure Reserve are met. The Rate Stabilization Reserve Fund shall be separate from the Contingency Reserve and Closure Reserve.
5. The County's budget will be amended at such time as the County Commission, by majority vote, authorizes the use of reserves. All requests to the County Commission for the use of Rate Stabilization Reserve Fund shall be accompanied by an addendum prepared by OMB showing the year-to-date activity on the reserves account as well as the current account balance and the net effect on the account of approving the use of reserves.
6. As used in this document, the term "Fund" does not require the establishment of a self-balancing set of accounts, but rather indicates a separate account established within the Solid Waste Enterprise Fund.

Ordinance for Discretionary Funding Guidelines:

Ordinance No. 06-34

Section 2-600 Application of Article

This article shall govern the allocation of discretionary funds and provide the Board a maximum amount of annual funding available in each of the following fund categories: Community Human Services Partnership Fund, Community Human Services Partnership – Emergency Fund, Commissioner District Budget Fund, Midyear Fund, Non-Departmental Fund, and Youth Sports Teams Fund.

Section 2-601 Annual Appropriation

Funding for the purposes set forth in this article shall be subject to an annual appropriation by the Board in accordance with this article.

Section 2-602 Definitions

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

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- *Community Human Services Partnership Fund* shall mean funds eligible for allocation to social service programs.
- *Community Human Services Partnership – Emergency Fund* shall mean funds eligible for allocation for one time funding to meet an emergency situation.
- *Commissioner District Budget Fund* shall mean funds eligible for allocation to each Commissioner for activities relating to his or her district or the County at large.
- *Emergency Situation* shall mean those exigent circumstances that would prohibit or severely impact the ability of a currently funded Community Human Services Partnership (CHSP) agency to provide services.
- *Midyear Fund* shall mean funds eligible for allocation for requests that occur outside of the regular budget process.
- *Non-Departmental Fund* shall mean funds eligible for allocation for non-profit entities that are included, by direction of the Board, as part of the regular adopted budget.
- *Non-Profit* shall mean an entity that has been designated as a 501(c)(3) eligible by the U.S. Internal Revenue Services and/or registered as a non-profit entity with the Florida Department of State.
- *Youth Sports Teams Fund* shall mean funds eligible for allocation for temporary and nonrecurring youth sporting events such as tournaments and playoffs, and events recognizing their accomplishments.

Section 2-603

- (a) The County Administrator or his designee is authorized to develop forms and procedures to be used by a non-profit, group or individual when submitting a request for funding consistent with the provisions herein.
- (b) The County Administrator or his designee shall establish a process for evaluating request for funding made pursuant to this article.

Section 2-604

- (a) *Community Human Services Partnership Program Fund*
 - (1) Non-profits eligible for Community Human Services Partnership (CHSP) funding are eligible to apply for funding for other programs or specific event categories as long as the organization does not receive multiple County awards for the same program or events, or when requesting funding for an activity that is not CHSP eligible, such as capital improvements.
 - (2) Annually, as part of the budget process, the Board shall confirm the allocation of funding set aside for the Community Human Services Program.
- (b) *Community Human Services Partnership Program – Emergency Fund.*
 - (1) Non-profits that are funded through the CHSP process are eligible to apply for emergency, one time funding through the Community Human Services Partnership Program – Emergency Fund.
 - (2) Annually, as part of the budget process, the Board shall confirm the allocation of funding set aside for the Community Human Services Partnership Program – Emergency Fund.
 - (3) These funds are available to any agency that is currently funded through the CHSP process.
 - (4) The request for emergency funding shall be made at a regular meeting of the Board. If deemed appropriate, the request for emergency funding shall then go before a CHSP sub-committee consisting of members from the CHSP review boards of each of the partners (Leon County, the City of Tallahassee, and the United Way of the Big Bend.) The sub-committee shall determine if the situation would qualify as an Emergency Situation and what amount of financial support would be appropriate. The CHSP shall then make a recommendation to the County Administrator, who is authorized to approve the recommendation for funding.
 - (5) In the event the Board does not meet in a timely manner, as it relates to an agency's request, the County Administrator shall have the authority to appropriate expenditures from this account.
- (c) *Commissioner District Budget Fund*
 - (1) Annually, as part of the budget process, the Board shall determine the allocation of funding set aside for the Commissioner District budget fund.
 - (2) Expenditures shall only be authorized from this account for approved travel, and office expenses.
- (d) *Midyear Fund*
 - a. Non-profits, groups or individuals that do not fit into any of the other categories of discretionary funding as outlined in this article are eligible to apply for midyear funding.
 - b. Annually, as part of the budget process, the Board shall determine the allocation of funding set aside for the Midyear Fund.

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- c. In the event the Board does not meet in a timely manner, as it relates to a funding request, the County Administrator shall have the authority to appropriate expenditures from this account. Such action is thereafter required to be ratified by the Board.
- (e) *Non-Departmental Fund*
- (1) Non-profits eligible for non-departmental funding are eligible to apply for funding in any other program or specific event categories as long as the organization does not receive multiple County awards for the same program or event. Eligible funding activities in this category are festivals and events and outside service agencies.
 - (2) Annually, as part of the budget process, the Board shall determine the allocation of funding set aside for the Non-Departmental Fund.
 - (3) Non-profits eligible for funding through the Cultural Resources Commission (CRC) Leon County Grant Program (funded through the non-departmental process) are eligible for funding in other program or specific event categories as long as the organization does not receive multiple County awards for the same program or event.
- (f) *Youth Sports Teams Fund*
- (1) Non-profits or athletic teams of the Leon County school system that are eligible for the County's Youth Athletic Scholarship Program are not eligible for funding pursuant to this Article.
 - (2) Annually, as part of the budget process, the Board shall determine the amount of funding pursuant to this Article.
 - (3) The award for Youth Sports Teams shall not exceed \$500 per team.
 - (4) Youth Sports Teams requesting funding from the Board shall first submit their requests in writing to the County Administrator or his or her designee for review and evaluation the request must include certified documentation establishing the legitimacy of the organization.
 - (5) Funding will be allocated on a first-come, first-serve basis. In the event that more than one request is received concurrently when the fund's balance is reduced to \$500, the remaining \$500 will be divided equally among the applicants meeting the evaluation criteria.
 - (6) Applicants must have participated in a City, County, or school athletic program during the year in which funding is sought.
 - (7) Team participants must be 19 years of age or younger.
 - (8) The requested funding shall support post-season activity, e.g., tournaments, playoffs, or awards banquets associated with extraordinary performance.
 - (9) After the Youth Sports Team funding level is established by the Board during the budget process, the County Administrator shall have the authority to appropriate expenditures from this account.
- (g) *Appropriation Process Annually, prior to March 31, the Board shall:*
- (1) Determine the amount of funding set aside for each funding category identified in this Article;
 - (2) Determine the list of permanent line item funded entities that can submit applications for funding during the current budget cycle; and
 - (3) Provide direction to staff on additional appropriation requested that should be considered as part of the tentative budget development process.

Section 2. Conflicts.

All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict, except to the extent of any conflicts with the Tallahassee-Leon County 2030 Comprehensive Plan as amended, which provisions shall prevail over any parts of this ordinance which are inconsistent, whether in whole or in part, with the said Comprehensive Plan.

Section 3. Severability.

If any word, phrase, clause, section or portion of this ordinance shall be held invalid or unconstitutional by a court of competent jurisdictions, such portion or words shall be deemed a separate and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Section 4. Effective Date

This Ordinance shall have effect upon becoming law. DULY PASSED AND ADOPTED BY the Board of County Commissioners of Leon County, Florida, this 12th day of March, 2013.

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Reserve Policy: Policy No. 07-2

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

Policy No. 07-2, "Reserves", adopted by the Board of County Commissioners on July 10, 2007, is hereby superseded, and a revised policy is hereby adopted in its place, to wit:

1. Emergency Reserves

- a. The general revenue emergency reserves will be maintained at an amount not to be less than 3% and to not exceed 8% of projected general fund and fine and forfeitures fund operating expenditures for the ensuing fiscal year.
- b. A Catastrophe Reserve will be maintained at 2% of the general fund and fine and forfeiture fund operating expenditures for the ensuing fiscal year. The Catastrophe Reserve will provide immediate cash flow for staff overtime, equipment, contractual support and materials/supplies in the event of a natural disaster. In the event of a declared local state of emergency, the County Administrator is authorized to utilize the Catastrophe Reserve to pay Leon County solid waste and Leon County building/growth fees for eligible residents for the purpose of debris removal and home restoration/reconstruction. To be eligible, residents must demonstrate that all other means (including, but not limited to: FEMA Individual Assistance, property insurance) have been exhausted prior to seeking County assistance.
- c. The reserve for contingency is separate from the reserve for cash balances.
- d. Annually, the Board will determine an appropriate amount of reserve for contingency to be appropriated as part of the annual budget. Any funds not included in the budget under this category will be included as part of the unreserved fund balance.

2. Reserve for Cash Balances

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

3. Utilization of Fund Balance

- a. As part of the annual budget process, a determination will be made of the minimum and maximum amounts of fund balance available based on the requirements set forth in Sections 1 and 2.
- b. Funds in excess of the minimums established can be utilized to support one time capital project funding and/or other one-time expenditures to address unforeseen revenue shortfalls.

4. Budgeted Contingency Reserve

Budgeted Reserve for Contingency reserves, are established to provide the following:

- a. Funding for authorized mid-year increases to adopted levels of service.
- b. Funding for unexpected increases in the cost of providing existing levels of service.
- c. Temporary and nonrecurring funding for unexpected projects.
- d. Funding of a local match for public or private grants.

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- e. Funding to offset losses in revenue caused by actions of other governmental bodies.
- f. Funding to accommodate unexpected program mandates from other governmental bodies.

5. Procedures

- a. The County Administrator is authorized to develop forms and procedures to be used by outside agencies or individuals or County agencies in submitting their requests for use of contingency reserves.
- b. County agencies, including County departments and Constitutional Officers, requesting additional funding from the Board shall first submit their requests in writing to the County Administrator for full review and evaluation.
- c. After evaluation, all requests will be brought to the Board for consideration at a regularly scheduled meeting.
- d. Requests for use of reserves for contingency may be approved only by the Board of County Commissioners.
- e. The County's budget will be amended at such time the County Commission, by majority vote, authorizes reserves for contingency. All requests to the County Commission for the use of any reserves for contingency shall be accompanied by a "contingency statement" prepared by OMB showing the year-to-date activity on the reserves account as well as the current account balance and the net effect on the account of approving the use of reserves.

6. Evaluation Criteria

- a. The Board will use the procedures and evaluation criteria set forth in this policy. The evaluation of funding requests shall include, but not be limited to the following:
 - consistency with other Board policy;
 - the urgency of the request;
 - the scope of services to be provided;
 - the short-term and long-term fiscal impact of the request;
 - a review of alternative methods of funding or providing the services,
 - a review for duplication of services with other agencies;
 - a review of efforts to secure non-County funding;
 - a discussion of why funding was not sought during the normal budget cycle; and
 - a review of the impact of not funding or delaying funding to the next fiscal year.

7. Exceptions

- a. This policy is not intended to limit regular mid-year salary adjustment transfers from the salary adjustment contingency account, which is reviewed separately by the Board of County Commissioners on an annual basis.

Capital Asset Policy: Policy No. 19-5

It shall be the Policy of the Board of County Commissioners of Leon County, Florida, that:

Policy No. 19-5 "Government Capital Asset Policy" is hereby adopted on September 24, 2019, to wit:

Section 1. Purpose

The Leon County Governmental Capital Asset Policy has been developed in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) Statement 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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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.

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

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- 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 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

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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)

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

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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.

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

Goal 1: [CI] (Effective 7/16/90)

To use sound fiscal policies to provide adequate public facilities concurrent with, or prior to development in order to achieve and maintain adopted standards for levels of service, and to exceed the adopted standards, when possible. 9J-5.016(3) (a)

PUBLIC FACILITY NEEDS

Objective 1.1: [CI] (Effective 7/16/90)

Define types of public facilities, establish standards for levels of service for each type of public facility, and determine what capital improvements are needed in order to achieve and maintain the standards for existing and future populations, and to repair or replace existing public facilities. 9J-5.016(3)(b)1

Policy 1.1.1: [CI] (Effective 7/16/90)

The following definitions apply throughout this Capital Improvements Element.

1. "Capital Improvement" means, improvements to land, structures (including design, permitting, and construction), initial furnishings and selected equipment (including ambulances, fire apparatus,). Capital improvements have an expected useful life of at least 3 years. Other "capital" costs, such as motor vehicles and motorized equipment, computers and office equipment, office furnishings, and small tools are considered in the local government's annual budgets, but such items are not "capital improvements" for the purposes of the Comprehensive Plan, or the issuance of development orders.

2. "Category of public facilities" means a specific group of public facilities, as follows:

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a. Category A public facilities are arterial and collector roads, mass transit, stormwater management, potable water, sanitary sewer, solid waste, and parks and recreation facilities owned or operated by the local government, all of which are addressed in other elements of this Comprehensive Plan.

b. Category B public facilities are fire service, bikeway, sidewalk, airport and other government facilities owned or operated by the local government.

c. Category C public facilities are arterial and collector roads, mass transit, stormwater management, potable water, sanitary sewer, solid waste, and parks and recreation facilities owned or operated by Federal, and State governments, independent districts, and private organizations.

3. "Development order" for purposes of determining vested rights means any order granting, denying, or granting with conditions an application for a building permit, zoning permit, subdivision approval, rezoning, certification, special exception, variance, or any other official action of the local government having the effect of permitting the development of land. Development orders shall be categorized as:

a. "Final Development Orders" The following development order shall be considered to be final development orders for purposes of a determination of vested rights in a previously approved development:

(1) Preliminary subdivision plat approval;

(2) Final subdivision plat approval; Tallahassee-Leon County Comprehensive Plan

(3) Final Site plan approval (pursuant to County Ordinance 88-16);

(4) Approval of a PUD concept plan;

(5) Approval of a PUD Final Development Plan;

(6) Building permit;

(7) Development agreement entered into pursuant to Florida Statutes, Section 163.3220, et seq.; and

(8) Any other development order which approves the development of land for a particular use or uses at a specified intensity of use and which allows commencement of construction or physical development activity on the land for which the development order is issued.

a. "Preliminary development order" mean a DRI Development approval, zoning approval, preliminary development plan approval, conditional use approval, master plan approval, Board of Adjustment approval, and any other development order than a final development order.

4. "Local government" means the City of Tallahassee, Florida and Leon County, Florida.

5. "Public facility" means the capital improvements and systems of each of the following: arterial and collector roads, mass transit, stormwater management, potable water, sanitary sewer, solid waste, parks and recreation, library, corrections, emergency medical service, fire service, bikeway, sidewalk, airport, other local government buildings, public education and public health facilities.

Policy 1.1.2: [CI] (Rev. Effective 8/17/92)

The local government shall establish standards for levels of service for Categories A and C of public facilities, and shall apply the standards as follows:

1. Category A. The standards for levels of service of each type of public facility in Category A shall apply to development orders issued by the local government after January 31, 1991, or such earlier date as may be adopted by the local government, the local governments' annual budgets beginning with the 1990-91 fiscal year, the local

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governments' Capital Improvement Programs beginning with the 1990-91 fiscal year, and other elements of this Comprehensive Plan.

2. Category C. The standards for levels of service of each type of public facility in Category C shall apply to development orders issued by the local government after January 31, 1991, or such earlier date as may be adopted by the local government, and other elements of this Comprehensive Plan, but shall not apply to the local governments' annual budgets or the local governments' Capital Improvement Programs.

Policy 1.1.3: [CI] Levels of Service Required for Infrastructure, Facilities, and Utilities (Revised Effective 7/25/03; Revision Effective 7/20/05; Revision Effective 12/24/2010; Revision Effective 12/15/11)

The following standards are hereby established as the minimum levels of service for various infrastructure, facilities, utilities and services required to support new development within the City of Tallahassee and Leon County.

1. Roadways

The peak hour roadway level of service for Tallahassee and Leon County is established as follows:

a. Outside the Urban Service Area:

Functional Classification	Inside the USA	Outside the USA
Interstate, Intrastate, Limited Access Parkways	C	B
Principal Arterials	D	C
Minor Arterials	D / E*	C
Major and Minor Collectors	D / E*	C
Local Streets	D	D

*For Minor Arterials, and Major and Minor Collectors located inside the Urban Service Area and south of U.S. 90, the Level of Service shall be "D" for purposes of establishing priorities for programming transportation improvements, and "E" for meeting concurrency requirements, to support the Southern Strategy. Roads north of U.S. 90 shall be LOS D for both programming improvement and concurrency purposes.

**The Level of Service for Monroe Street from Gaines Street to Tennessee Street shall be "E". (Revised Effective 12/10/02)

b. Notwithstanding any of the above LOS standards in Policy 1.4.1 a. (above), in local government's review of a proposed development project, an optional LOS standard may be established that is equivalent to the currently adopted LOS standard plus 50% and may be applied in calculating the concurrency capacity for an impacted roadway segment that is not a Florida Intrastate Highway Facility (FIHS) as determined by the Florida Department of Transportation and that is located within the USA boundary provided that the following criteria is met:

- 1) The roadway segment is "capacity constrained" (as defined below), and;
- 2) The applicant or developer of the project being reviewed provides a "commensurate mitigation contribution" (as described below) to the local government for an alternative improvement.

For the purposes of this policy, the assumed roadway capacity that can be achieved under the adopted LOS standard plus 50% shall not exceed 150% of the maximum service flow at the adopted LOS. A "capacity constrained" roadway segment is one where the local government has determined that:

- 1) The improvement that will resolve the deficiency is not feasible due to environmental constraints, regulatory constraints or prohibitively costly right-of way demands, or;
- 2) The improvement that will resolve the deficiency is not desirable in that it is inconsistent with clearly defined community goals or long-term plans, or;
- 3) The improvement that will resolve the deficiency is not desirable in that it clearly represents an economically inefficient measure that will address a public facility deficiency only on a temporary, limited basis.

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The “commensurate mitigation contribution” must be equivalent to the costs of the public facility improvement(s) necessary to eliminate the capacity deficiency in order that the LOS standards in Policy 1.4.1 a. (above) would be maintained on the impacted roadway segment. The transportation facility improvement on which the contribution can

be expended by the local government may include public road capacity improvements, public road right-of-way acquisition, mass transit system implementation or facility improvements, or bike or pedestrian facility improvements. In addition, the transportation facility improvement on which the contribution can be expended must serve to enhance the transportation network within the defined traffic impact area of the proposed development.

2. Mass Transit

Tallahassee Mass Transit System (Category A):

For purposes of evaluating transit level of service over the Plan Horizon, the local government should expand coverage with a goal of serving 80 to 89 percent of the residential population within the Urban Service Area by a transit route along an arterial or collector roadway within approximately ½ mile.

3. Stormwater

a. Tallahassee and Leon County (Category A)

The design and water quality standards set forth in Florida Administrative Code Chapters 17-3 and 17-25, as the same may be amended from time to time, are hereby adopted by reference as the level of service for stormwater quality.

Local government may set higher minimum levels of treatment in watersheds where investigation and analysis indicate more stringent levels of service are required.

Stormwater management facilities shall be adequate to provide the following levels of service with regard to flood control:

100 Year Critical Storm Event

- No flood water in new buildings or existing buildings.
- Overland flow capacity available for all flow in excess of capacity of underground and open channel conveyance systems.

25 Year or Less Critical Storm Event

- No flood water more than six inches deep in local roads, parking lots, or other non-street vehicular use areas.
- No flood water in one driving lane each direction of collector streets.
- No flood water in two driving lanes each direction on arterial streets.
- Open channel conveyance capacity available for all flow in excess of capacity of underground conveyance system, or for full twenty-five year storm flow if no underground system exists.
- The rate of off-site discharge shall not exceed the predevelopment rate of discharge.
- 10 Year or Less Critical Storm Event
- No flood water in one driving lane of local roads.
- No flood water in the driving lanes of any road other than a local road.
- Underground conveyance not overflowing in business and commercial districts.

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5 Year or Less Critical Storm Event

- No flood water in the driving lanes of any roadways. •Underground conveyances not overflowing in residential districts.

These are the adopted levels of service and shall be used as the basis for determining the availability of facility capacity and the system demand generated by development. In instances where an off-site deficiency exists at the time of adoption of this policy, such deficiency shall not be increased as the result of any development or land use changes.

b. Federal and State lands stormwater management

(Category C):

- (1) Inside urban service area: Same as local government
- (2) Outside urban service area: Same as local government

4. Potable Water

a. Tallahassee and Leon County water systems (Category A):

- (1) Inside urban service area: 160 gpcpd
- (2) Outside urban service area (Rural Community Land Use Category or Demonstrated Hardship): 100 gpcpd

b. Private water system

(Category C):

- (1) Inside urban service area: 160 gpcpd
- (2) Outside urban service area: 100 gpcpd

5. Sanitary Sewer (Revision Effective. 1/7/10; Revision. Effective. 12/24/10)

- a. The LOS for sanitary sewer systems shall be as published in the Recommended Standard for Wastewater Facilities as referenced in 62-604.300 (5) (g) Florida Administrative Code.
- b. In the design of sewer collection, pumping, treatment, and effluent disposal facilities, appropriate peak factors shall be utilized. This is the adopted level and shall be used as the basis for determining the availability of facility capacity and the demand generated by a development.

6. Parks and Recreation Facilities

a. Tallahassee parks and recreation facilities:

- (1) Regional parkland: 4 acres per 1,000 population Includes City operation of County-owned Tom Brown Park.
- (2) Area park land: 1 acre per 1,000 population
- (3) Recreation facilities are included in the cost of parkland.

b. Leon County parks and recreation facilities:

- (1) Regional parkland: 8 acres per 1,000 population
- (2) Area Parkland: 1 acre per 1,000 population

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(3) Recreation facilities are included in the cost of park land.

7. Solid Waste

- a. Leon County solid waste facilities (includes all public, private, public/private partnerships, facilities, and contracted services):

(1) Provide for:

Table 19: Solid waste level of service (Capital Improvements)

Year (Jan 1)	LOS (lbs/ Capita Per Day)	Year	LOS	Year	LOS	Year	LOS
2011	7.20	2016	7.4	2021	7.4	2026	7.4
2012	7.20	2017	7.4	2022	7.4	2027	7.4
2013	7.30	2018	7.4	2023	7.4	2028	7.4
2014	7.35	2019	7.4	2024	7.4	2029	7.4
2015	7.4	2020	7.4	2025	7.4	2030	7.4

(2) One year of Class I landfill lined cell disposal capacity at present fill rates

(3) Five years of Class I landfill capacity with preliminary permit approval from the Florida Department of Environmental Regulation

(4) Ten years of properly zoned Class I landfill raw land capacity at present fill rates

- b. Private solid waste disposal facilities: Same as local government

8. On-Site

Tallahassee and Leon County Category A Public Facilities

Levels of service for on-site improvements, including local streets, water and sewer connection lines, stormwater management facilities, local parks and open space shall be as required of the developer in Tallahassee's and Leon County's land development regulations. Development approval shall be conditioned on the availability of services necessary to maintain all applicable level of service standards as adopted within the Comprehensive Plan.

Policy 1.1.4: [CI] (*Effective 7/16/90*)

The local governments shall determine the quantity of capital improvements that is needed as follows:

- The quantity of capital improvements that is needed to eliminate existing deficiencies and to meet the needs of future growth shall be determined for each public facility by the following calculation: $Q = (S \times D) - I$.

Where Q is the quantity of capital improvements needed,

S is the standard for level of service,

D is the demand, such as the population, and

I is the inventory of existing facilities.

The calculation will be used for existing demand in order to determine existing deficiencies. The calculation will be used for projected demand in order to determine needs of future growth. The estimates of projected demand will account for demand that is likely to occur from previously issued development orders as well as future growth. Public facilities to serve demand from previously issued development orders are assured by

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including such demand in "D" (demand) in the preceding calculation.

2. There are two circumstances in which the standards for levels of service are not the exclusive determinant of needs for a capital improvement:
 - a. Repair, remodeling, renovation, and replacement of obsolete or worn out facilities will be determined by the local government.
 - b. Capital improvements that provide levels of service in excess of the standards adopted in this Comprehensive Plan may be constructed or acquired at any time as long as the following conditions are met:
 - (1) the capital improvement does not make financially infeasible any capital improvement of the same type that is needed to achieve or maintain the standards for levels of service adopted in this Comprehensive Plan, and
 - (2) the capital improvement does not contradict, limit or substantially change the goals, objectives and policies of any element of this Comprehensive Plan, and
 - (3) one of the following additional conditions is met:
 - (a) the excess capacity is an integral part of a capital improvement that is needed to achieve or maintain standards for levels of service, or
 - (b) the excess capacity provides economies of scale making it less expensive than a comparable amount of capacity if acquired at a later date, or
 - (c) the asset acquired is land that is environmentally sensitive, or designated by the local government as necessary for conservation or recreation, or
 - (d) the excess capacity is part of a capital project financed by general obligation bonds approved by referendum.
3. Any capital improvement that is determined to be needed as a result of any of the factors listed in Policy 1.1.4.2 shall be included in the regular Schedule of Capital Improvements contained in this Capital Improvements Element. All such capital improvements shall be approved in the same manner as the capital improvements that are determined to be needed according to the quantitative analysis described in Policy 1.1.4.1. 9J-5.016(3)(b)2, (3)(c)1, (3)(c)1.b, (3)(c)1.e, (3)(c)3, (3)(c)5, (3)(c)9

Policy 1.1.5: [CI] (*Effective 7/16/90*)

The relative priorities among types of public facilities are as follows:

1. **Priorities Among Types of Public Facilities.** All public facility improvements that are based on achieving and maintaining a standard for levels of service adopted in this Comprehensive Plan are included in the financially feasible Schedule of Capital Improvements contained in this Capital Improvements Element. The relative priorities among types of public facilities (i.e., roads, potable water, sanitary sewer, etc.) were established by adjusting the standards for levels of service and the available revenues until the resulting public facilities needs became financially feasible.

Legal restrictions on the use of many revenue sources limit the extent to which types of facilities may be prioritized because they do not compete for the same revenues. During each annual prioritization process, no further prioritization among types of public facilities is necessary because all projects in the Schedule of Capital Improvements are financially feasible, programmed for improvement, and will be completed according to the Schedule. Each year, however, prioritization among types of facilities is re-determined by reaffirming or revising standards for levels of service within the constraints of available restricted revenues.

2. **Priorities of Capital Improvements Within a Type of Public Facility.** Capital improvements within a type of

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public facility are to be evaluated on the following criteria and considered in the order of priority listed below. The local government shall establish the final priority of all capital improvements using the following criteria as general guidelines. Any revenue source that cannot be used for a high priority facility will be used beginning with the highest priority for which the revenue can legally be expended.

- a. Repair, remodeling, renovation, or replacement of obsolete or worn out facilities that contribute to achieving or maintaining standards for levels of service adopted in this Comprehensive Plan.
 - b. New or expanded facilities that reduce or eliminate deficiencies in levels of service for existing demand.
 - c. New public facilities, and improvements to existing public facilities, that eliminate public hazards not otherwise eliminated by improvements prioritized according to Subsection a or b, above.
 - d. New or expanded facilities that provide the adopted levels of service for new development and redevelopment during the next five fiscal years, as updated by the annual review of this Capital Improvements Element. Tallahassee and Leon County may acquire land or right-of-way in advance of the need to develop a facility for new development. The location of facilities constructed pursuant to this Subsection shall conform to the Future Land Use Element, and specific project locations shall serve projected growth areas within the allowable land use categories. In the event that the planned capacity of public facilities is insufficient to serve all applicants for development orders, the capital improvements will be scheduled in accordance with criteria contained in the land development regulations.
 - e. Improvements to existing facilities, and new facilities that significantly reduce the operating cost of providing a service or facility, or otherwise mitigate impacts of public facilities on future operating budgets.
 - f. New facilities that exceed the adopted levels of service for new growth during the next five fiscal years by either;
 - (1) providing excess public facility capacity that is needed by future growth beyond the next five fiscal years, or
 - (2) providing higher quality public facilities than are contemplated in the local governments' normal design criteria for such facilities.
 - g. Facilities not described in Subsections a through f, above, but which the local government is obligated to complete, provided that such obligation is evidenced by a written agreement the local government executed prior to July 1, 1990.
3. All facilities scheduled for construction or improvement in accordance with this Policy shall be evaluated to identify any plans of State agencies or the Northwest Florida Water Management District that affect, or will be affected by, the proposed local government capital improvements.
 4. Project evaluation may also involve additional criteria that are unique to each type of public facility, as described in other elements of this Comprehensive Plan. 9J-5.016(3)(c)1, (3)(c)3

Policy 1.1.6: [CI] (Effective 7/1/04)

All proposed capital projects in the City and County shall be consistent with the adopted Transportation Plan and designated future transportation corridors.

FINANCIAL FEASIBILITY

Objective 1.2: [CI] (Effective 7/16/90)

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Provide needed public facilities that are within the ability of the local government to fund the facilities from local government revenues, development's proportionate share contributions, and grants or gifts from other sources. 9J-5.016(3)(b)5

Policy 1.2.1: [CI] (Effective 7/16/90)

The estimated costs of all needed capital improvements shall not exceed conservative estimates of revenues from sources that are available to the local government pursuant to current statutes, and which have not been rejected by referendum, if a referendum is required to enact a source of revenue. 9J-5.016(3)(c)1.f

Policy 1.2.2: [CI] (Revised Effective 12/8/98; Revision Adopted 4/21/05)

Existing and future development shall both pay for the costs of needed public facilities.

1. Future development

- a. Future development shall pay for its proportional share of the capital improvements needed to address the impact of such development. Enterprise fund user charges, connection fees, and other user fees paid by new development shall be reviewed every two years to assure that provision of capital improvements needed to address the impact of future development will not increase ad valorem tax rates or rates of electric, gas, water or sewer utilities. Upon completion of construction, "future" development becomes "present" development, and shall contribute to paying the costs of the replacement of obsolete or worn out facilities as described in subsection 2, below.
- b. Future development's payments may take the form of, but are not limited to, voluntary contributions for the benefit of any public facility, impact fees, capacity fees, dedications of land, provision of public facilities, and future payments of user fees, special assessments and taxes.
- c. Future development's payment of proportionate fair-share mitigation for various deficient facilities may be aggregated to pay for one or more transportation system improvements. "Significant benefit" proportionate fair share may be applied to calculate and expend developer mitigation in the following manner:

Assessment: The local government shall require an analysis of transportation facilities level of service to determine if deficiencies occur or are projected to occur within a prospective five-year period. If deficiencies are anticipated, the local government may use the "significant benefit" approach to assess proportionate fair-share mitigation and schedule improvements to address the identified deficiency(ies) on the impacted facility(ies) to meet the requirements for financial feasibility pursuant to Sections 163.3164(32), F.S., and 163.3177(3), F.S.

Implementation: The "significant benefit" provision shall be enacted through a Significant Benefit Memorandum of Agreement ("MOA") between the State of Florida Department of Transportation ("FDOT"), the City of Tallahassee, and Leon County, as it may be amended from time to time. The MOA shall adhere to the following:

- (1) Identify geographic zones and prioritize specific facilities that constitute "significant benefit" facilities for each zone. These facilities, and the amount of funding necessary to pay for each of them, shall be identified within the MOA. Significant benefit facilities included in the annual Capital Improvements Element update shall be noted as being funded by significant benefit proportionate fair-share. A map showing the most current boundaries of the geographic zones shall also be included in the annual Capital Improvements Element update;
- (2) When there are no roadway capacity projects in the City, County, or FDOT Capital Improvements Plan ("CIP") that address the capacity deficiency of an impacted roadway segment(s), the local government may collect proportionate fair-share mitigation based on the deficient facility(ies), and direct that mitigation toward the top priority project identified in the MOA;
- (3) Proportionate fair-share mitigation shall be accumulated for the top priority significant benefit project for each zone until such time as the project is fully funded. This project shall be incorporated into the local government's 5-Year Capital Improvements Schedule;

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(4) Prior to adoption of any comprehensive plan amendment relying on a MOA for City and/or County approval, the developer/applicant shall enter into a binding agreement with the City and/or County guaranteeing payment of the proportionate fair-share amount at the time of site plan approval. This agreement shall apply to the parcel rather than the applicant, and shall be submitted to the state land planning agency as data and analysis in support of the comprehensive plan amendment

(5) In the event a plan amendment necessitates the addition, deletion or change in priority for projects listed in the significant benefit project priority list (Attachment B of the MOA), the 5-Year Capital Improvements Schedule must be amended to indicate the significant benefit project(s) to which the proportionate fair-share funding will be allocated.

2. Existing development
 - a. Existing development shall pay for the capital improvements that reduce or eliminate existing deficiencies, and some or all of the replacement of obsolete or worn out facilities.
 - b. Existing development's payments may take the form of user fees, special assessments, and taxes. 9J-5.016(3)(b)4, (3)(c)8
3. Both existing and future development may have part of their costs paid by grants, entitlements or the provision of public facilities from other levels of government and independent districts.
4. The City will eliminate on-site refunds to property owners or their representatives except in those situations within the City limits which specifically support the City's goals of affordable housing, urban infill development, or the Southern Strategy goal of a more balanced growth pattern. In order to receive a rebate, a development must have an average net density of not less than two (2) units per acre. For purposes of this paragraph, the following definitions shall apply:
 - a. Affordable housing: Any residential development in which 7% or greater of the residential units are determined to be affordable housing as defined in Section XIII, Glossary, under the Housing Element.
 - b. Urban infill development: A development located on a parcel of property bounded on two or more sides by existing urban development, or adjacent to existing water or sewer service. "Urban" development" is defined as densities or intensities of one unit per acre or greater.
 - c. Southern Strategy: Any development located within the Southern Strategy Area, as defined in the Land Use Element. (Rev. Effective 4/18/02)

The amount of on-site water and sewer refunds, on a residential equivalent basis shall not exceed (for water) an amount calculated to be the average cost to extend water distribution lines across a lot having 80 feet of frontage and (for sewer) an amount calculated to be the average cost to extend sewer collection lines across a lot having 80 feet of frontage.

The City shall amend its water and sewer extension policies and ordinances within sixty (60) days of the effective date of this amendment in order to effectuate the intent of this amendment.

In any utility reimbursement agreement, urban services agreement, or any other agreement, which provides for on-site refunds, the agreement shall state the specific goal or goals of this plan, which are served or achieved by the provision of refunds.

Policy 1.2.3: [CI] (Rev. Effective 9/19/91)

Capital improvements shall be financed, and debt shall be managed as follows:

1. Public facilities financed by enterprise funds (i.e., potable water, sanitary sewer, solid waste, and airport) shall be financed by:

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- a. debt to be repaid by user fees and charges for enterprise services, or
 - b. current assets (i.e., reserves, surpluses and current revenue), or
 - c. a combination of debt and current assets.
2. Public facilities financed by non-enterprise funds (i.e., roads, stormwater management, parks, fire service, police protection, and other government buildings) shall be financed from current assets: revenue, equity and/or debt. Specific financing of specific capital projects shall consider which asset, or group of assets, will be most cost effective, consistent with prudent asset and liability management, appropriate to the useful life of the project(s) to be financed, and efficient use of the local governments' debt capacity.
3. Debt financing shall not be used to provide more capacity than is needed within the Schedule of Capital Improvements for non-enterprise public facilities unless:
- a. the excess capacity is an integral part of a capital improvement that is needed to achieve or maintain standards for levels of service, or
 - b. the excess capacity provides economies of scale making it less expensive than a comparable amount of capacity if acquired at a later date, or
 - c. the asset acquired is land that is environmentally sensitive, or designated by the local government as necessary for conservation or recreation, or
 - d. the excess capacity is part of a capital project financed by general obligation bonds approved by referendum. 9J-5.016(3)(c)2
4. The aggregate net bonded indebtedness in the City's enterprise activities shall not exceed 70% of assets. The City's adjusted general government net bonded indebtedness per capita shall not exceed 135% of Moody's Investor Service published median for cities of comparable size.

Policy 1.2.4: [CI] (Effective 7/16/90)

Tallahassee and Leon County shall not provide a public facility, nor shall it accept the provision of a public facility by others if Tallahassee, Leon County or another provider is unable to pay for the subsequent annual operating and maintenance costs of the facility.

Policy 1.2.5: [CI] (Effective 7/16/90)

All development orders issued by the local government which require public facilities that will be financed by sources of revenue which have not been approved or implemented (such as future debt or referenda) shall be conditioned on the approval of implementation of the indicated revenue source, or the substitution of a comparable amount of revenue from existing sources.

Policy 1.2.6: [CI] (Effective 7/16/90)

The sources of revenue contain within the adopted Comprehensive Plan (July 16, 1991) require no local referendum. In the event that subsequent sources of revenue listed under "Projected Costs and Revenues" require voter approval in a local referendum that has not been held, and a referendum is not held, or is held and is not successful, the Comprehensive Plan shall be amended to adjust for the lack of such revenues, in any of the following ways:

1. Reduce the standard for levels of service for one or more public facilities, or
2. Increase the use of other sources of revenue, or
3. Decrease the cost, and therefore the quality, of some types of public facilities while retaining the quantity of the facilities that is inherent in the standard for levels of service, or
4. A combination of the above alternatives.

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The analysis that supports this Capital Improvements Element shall contain an Alternative Recommendation setting forth the costs and sources of revenue that will be proposed in the Plan amendment in the event the referendum is not held, or is held and is not successful.

Policy 1.2.7: [CI] (Effective 4/18/02; Revision Effective 12/29/05; Revision Effective 12/24/10)

Utility providers for sanitary sewer, water and stormwater shall prepare long range master plans with a 20-year planning horizon for major facilities from which subsequent five year capital improvement programs shall be derived. These long range master plans shall be based upon a needs plan to serve the Future Land Use Plan and its expected population within the Urban Service Area, and shall also contain a cost feasible plan. These long range master plans will be updated every five years.

Policy 1.2.8: [CI] (Effective 6/6/08; Revision. Annually)

Leon County Schools' 2016-2017 five-year District Facilities Work Program (as adopted by Leon County Schools on October 25, 2016) is hereby adopted by reference into the five-year Schedule of Capital Improvements. The five-year Schedule of Capital Improvements will be evaluated and updated annually to reflect existing and future public school facility needs to ensure that the School District's five-year capital plan is financially feasible and that the adopted level-of-service standard for public schools is achieved and maintained.

Policy 1.2.9: [CI] (Renumbered Effective 12/15/11; Formerly Transportation Element Policy 1.10.2, Effective. 7/16/90)

The local government shall not take over the maintenance or the responsibilities associated with a local private road not built or upgraded to standards adopted by the local government.

Policy 1.2.10: [CI] (Renumbered Eff. 12/15/11: Formerly Transportation Element Policy 1.10.5, Effective. 7/16/90)

The City shall develop and maintain a program to pave all unpaved streets in the city limits under a 50% public and 50% assessment to owners along the street. The program will be prioritized with dead-end streets given lowest priority. The program will be subject to the availability of right-of-way.

Policy 1.2.11: [CI] (Revision Effective. 12/15/11; Formerly Transportation Element Policy 2.1.1)

Multimodal transportation districts shall only be approved in conjunction with the approval of financially feasible plans for bicycle, pedestrian and transit systems that reduce reliance on automobiles for access and internal circulation. In addition to local, state, and federal sources, financial feasibility shall be supported by a mobility fee to be paid by development projects based on their projected impacts to the transportation network consistent with procedures established by in the City of Tallahassee Concurrency Management system Policy and Procedures Manual (dated July 21, 2006 or most current).

Objective 1.3: [CI] (Effective 7/16/90)

Provide needed capital improvements for repair or replacement of obsolete or worn out facilities, eliminating existing deficiencies, and meeting the needs of future development consistent with the adopted plan and depicted on the future land use map and redevelopment caused by previously issued and new development orders. The local governments' ability to provide needed improvements shall be demonstrated by maintaining a financially feasible Schedule of capital Improvements, as documented by the summary "Costs and Revenues by Type of Public Facility" contained in this Capital Improvements Element. 9J-5.016(3)(b)1 and 5.

Policy 1.3.1: [CI] (Rev. Effective 11-22-99)

The local government shall provide, or arrange for others to provide, the public facilities listed in the Schedule of Capital Improvements in the "Requirements for Capital Improvements Implementation" section of this Capital Improvements element. The capital improvements listed for Leon County within this element are balanced pursuant to 9J-5 with available revenue sources. However, the County reserves the right to amend projects and funding sources consistent with the criteria set out in 9J-5 for the Capital Improvements Element. The Schedule of Capital Improvements may be modified as follows:

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1. The Schedule of Capital Improvements shall be updated annually. The annual update process shall be initiated concurrently with the preparation and adoption of the local governments' capital budgets. The capital improvement element schedule update amendment to the Comprehensive Plan shall be based upon the local governments' draft capital budgets being considered for adoption. The capital improvement element schedule update shall reflect any changes in the construction initiation date, completion date, or estimated project cost as otherwise established in a previous year's capital improvement element schedule update. The update shall also indicate whether those projects included in the previous year's capital improvement element schedule update (but not included in the current year's capital improvement element schedule update), have been completed, are ongoing, or have been deleted. Thereafter, prior to the transmittal of the amendment revising the Schedule of Capital Improvements, the amendment shall be revised to reflect any corresponding changes in the adopted local government capital budgets.
2. Pursuant to Florida Statutes 163.3187, the Schedule of Capital Improvements may be amended two times during any calendar year, and as allowed for emergencies, developments of regional impact, and certain small scale development activities.
3. Pursuant to Florida Statutes 163.3177, the Schedule of Capital Improvements may be adjusted by ordinance not deemed to be an amendment to the Comprehensive Plan for corrections, updates, and modifications concerning costs; revenue sources; acceptance of facilities pursuant to dedications which are consistent with the plan; or the date of construction of any facility enumerated in the Schedule of Capital Improvements.
4. Any act, or failure to act, that causes any project listed in the Schedule of Capital Improvements of this Comprehensive Plan to be scheduled for completion in a fiscal year later than the fiscal year indicated in the Schedule of Capital Improvements shall be in effect only if the act causing the delay is subject to one of the following:
 - a. Projects providing capacity equal to, or greater than the delayed project are accelerated within, or added to the Schedule of Capital Improvements, in order to provide capacity of public facilities in the fiscal year at least equal to the capacity scheduled prior to the act which delayed the subject project.
 - b. Modification of development orders issued conditionally or subject to the concurrent availability of public facility capacity provided by the delayed project. Such modification shall restrict the allowable amount and schedule of development to that which can be served by the capacity of public facilities according to the revised schedule.
 - c. Amendment of the plan to reduce the adopted standard for the level of service for public facilities until the fiscal year in which the delayed project is scheduled to be completed. 9J-5.016(3)(c)7

Policy 1.3.2: [CI] (Effective 7/16/90)

The local government shall include in the capital appropriations of their annual budgets all the capital improvements projects listed in the Schedule of Capital Improvements for expenditure during the appropriate fiscal year, except that the local government omit from their budgets any capital improvements for which a binding agreements has been executed with another party to provide the same project in the same fiscal year. The local government may also include in the capital appropriations of their annual budgets additional public facility projects that conform to Policy 1.1.4.2.b.3 and Policy 1.2.3.3.9J-5.016(3)(c)7.

Policy 1.3.3: [CI] (Rev. Effective 8/17/92; Revision Effective 12/29/05)

The City Commission of Tallahassee and the Board of County Commissioners of Leon County find that the impacts of development on public facilities within Tallahassee and Leon County occur at the same time as development authorized by a final development order. The local government shall determine, prior to the issuance of development orders, whether or not there is sufficient capacity of Category A and Category C public facilities to meet the standards for levels of service for existing development and the proposed development concurrent with the impacts of proposed development. For the purpose of this policy, the City of Tallahassee shall define "concurrent with" as follows:

1. No final development order shall be issued by the local government after October 1, 1990 unless there shall be sufficient capacity of Category A and Category C public facilities to meet the standards for levels of service for

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the existing population and for the proposed development according to the following timeframes:

- a. For the following public facilities, there must be: a) available capacity to serve the impacts of the proposed development prior to the issuance of the building permit; b) at the time a development order is issued, the necessary facilities and services are guaranteed in an enforceable development agreement, pursuant to Florida Statutes, or an agreement or development order is issued pursuant to Chapter 380, Florida Statutes to be in place and available to serve new development at the time of the issuance of a certificate of occupancy.
 - (1) Potable water.
 - (2) Sanitary sewer.
 - (3) Solid waste.
 - (4) Stormwater management.
 - b. For the following public facilities there must be available capacity to serve the impacts of the proposed development at the adopted level of service within 12 months of the issuance of the final development order:
 - (1) Parks and recreation.
 - (2) Mass transit.
2. An applicant for a preliminary development order shall have a determination made as to the availability of Category A and Category C public facilities in accordance with subsection a or b:
- a. The applicant may request a determination of available capacity as part of the review and approval of the preliminary development order provided that the determination of available capacity shall apply only to specific uses, densities and intensities based on information provided by the applicant and included in the development order,
 - b. The applicant may request the approval of a preliminary development order without a determination of capacity of Category A and Category C public facilities provided that any such order is issued subject to requirements in the applicable land development regulation or to specific conditions contained in the preliminary development order that:
 - (1) Final development orders for the subject property are subject to a determination of available capacity in Category A and Category C public facilities, as required by Policy 1.3.1, and;
 - (2) No rights to obtain final development order, nor any other rights to develop the subject property have been granted or implied by the local government's approval of the preliminary development order without determining that there is available capacity in Category A and Category C public facilities.
3. Except for an approved development of regional impact with specific phases of development, the determination of available capacity shall be valid for the term of a proposed project's development order. For development orders without specific terms of development, the determination and reservation of available capacity shall not exceed two years. For good faith development, extensions of the two year terms may be permitted in six month intervals.
4. A determination that there is available capacity in public works to serve the project shall run with the land; shall be assignable within adjacent portions of a project; and shall not be assignable to other projects. A determination that there is available capacity for a project shall apply only to specific land uses, densities, and intensities based upon information provided by the applicant. Any change in the density, intensity or land use is subject to review and approval or denial by the City of Tallahassee.
5. An applicant shall prepay all impact fees or other infrastructure costs to guarantee the applicant's pro rata share of the local governments' financial obligation for public facilities, which are constructed by the local government for the benefit of the subject property.
- a. Whenever an applicant's pro rata share of a public facility is less than full cost of the facility, the local

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government shall contract with the applicant for the full cost of the facility including terms regarding reimbursement of the applicant for costs in excess of the applicant's pro rata share.

- b. Upon expiration of the determination of capacity for the development pursuant to subsection 2.a.(2) all unused capacity shall be forfeited. The pro rata infrastructure costs (not impact fees) paid for said capacity now forfeited shall be held by the City as a credit unless excess capacity exists that will allow local government to extend the expiration date. Pro rata infrastructure costs held as a credit by local government and not used by a developer to offset future impacts on public facilities shall be rebated without interest to the developer after a period of one (1) year.
6. The standards for levels of service of Category A and Category C public facilities shall be applied to the issuance of development orders on the following geographical basis:
 - a. Public facilities which serve all of Leon County shall achieve and maintain the standard for levels of service on a Countywide basis. No development order shall be issued in any unincorporated part of Leon County if the standard for levels of service is not achieved and maintained throughout the County for the following public facilities:
 - (1) Solid Waste Disposal
 - (2) Countywide Parks
 - b. Public facilities which serve less than all of Leon County shall achieve and maintain the standard for levels of service within their assigned service area. No development order shall be issued in an assigned service area if the standard for levels of service is not achieved and maintained throughout the assigned service area for the following public facilities and assigned service areas:
 - (1) Arterial and Collector Roads: All such roads throughout the county significantly affected by the proposed development
 - (2) Stormwater Management Systems: Major Stormwater Basin
 - (3) Potable Water Systems: Water System Service Area
 - (4) Sanitary Sewer Systems: Treatment Plant Service Area
 - (5) Area Parks: Urban Service Area
 - (6) Mass Transit: Citywide

COORDINATE CAPITAL IMPROVEMENTS WITH LAND DEVELOPMENT

Objective 1.4: [CI] (Effective 7/16/90)

Manage the land development process to insure that all development receives public facility levels of service equal to, or greater than the standards adopted in Policy 1.1.3, subsections 1-3, and 6. 9J-5.016(3)(b)3 and 5 by implementing the Schedule of Capital Improvements (required by Objective 1.3) and produced in its entirety elsewhere in the Capital Improvements Element, and by using the fiscal resources provided for in Objective 1.2 and its supporting policies.

Policy 1.4.1: [CI] (Effective 7/16/90)

All Category A public facility capital improvements shall be consistent with the goals, objectives and policies of the appropriate elements of this Comprehensive Plan. 9J-5.016(3)(b)5, (3)(c)9, and (4)(a)1.b

Policy 1.4.2: [CI] (Rev. Effective 11-22-99)

The local government shall integrate their land use planning and decisions with their plans for public facility capital improvements by developing and adopting the programs listed in the "Implementation Programs" section of this Capital Improvements Element. The location of, and level of service provided by projects in the Schedule of Capital Improvements shall maintain adopted standards for levels of service for existing and future development in a manner and location consistent with the Future Land Use Element of this Comprehensive Plan. Individual land use decision shall be consistent with the Comprehensive Plan. 9J-5.016(3)(b)3, (3)(c)9.

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REQUIREMENTS FOR CAPITAL IMPROVEMENTS IMPLEMENTATION SCHEDULE OF CAPITAL IMPROVEMENTS, INCLUDING GENERAL LOCATION

The Schedule of Capital Improvements on the following pages will repair or replace obsolete or worn out facilities, eliminate existing deficiencies, and make available adequate facilities for future growth through no less than a five-year planning period, updated annually. The analysis of capacity requirements for deficiency and growth at the time of original plan adoption appears in a support document prepared for this Capital Improvements Element: "Public Facility Requirements 1988/89 - 1995/96 and to 2010."

The projects are listed according to the type of public facility. Within each list, projects are listed in sequence according to the fiscal year in which the initial project expenditures are scheduled. The capital improvement element schedule update shall provide the projected construction initiation date, completion date, and rough estimate of the total project cost for each project included therein. The capital improvement element schedule update shall include advance-funded State of Florida roadway projects, noting, however, that the local government bears no obligation in the funding or construction of these facilities. The capital improvement element schedule update shall include those local road projects reflected in the local government's adopted capital budget.

Each project is named, and briefly described. Most project locations are specified in the name or description of the project. The capacity of the project is shown, using the same measure of capacity that is used in the standard for the level of service (see Policy 1.1.3). Capacity increases may meet the needs of current deficiencies, or future development, or both, as noted above. If no "added capacity" is shown, the project is limited to repair, renovation, remodeling or replacement of an existing facility, with no net increase in capacity.

The estimated cost of each project during each of the next five or six fiscal years is shown in thousands of dollars (\$1000s), and the total 5 or 6-year cost is also shown. Any costs incurred before or after the 5 or 6-year schedule are omitted from the project total. Such costs appear in the local governments' Capital Improvements Programs. All cost data is in current dollars; no inflation factor has been applied because the costs will be revised as part of the annual review and update of the Capital Improvements Element.

All projects contained in this Schedule of Capital Improvements are consistent with the other elements of this Comprehensive Plan. Consistency is determined and maintained by calculating that the total capacities of planned projects and existing facilities achieve or exceed the capacity of facilities that are required by the adopted standards for levels of service using the formula in Policy 1.1.4. 9J-5.016(4)(a)1

The Capital Improvements Element reflects the five year adopted Capital Improvement Plans (CIPs) of the City of Tallahassee and Leon County, and may not reflect other Capital Facilities documents that are concurrently being developed and yet to be adopted.

Rule 9J-5.016, F.A.C., concerning the Capital Improvements Element states, in part, "The Capital Improvements Element should include projects for which local government has fiscal responsibility."

Objective 1.5: [CI] *(Effective 6/28/98)*

Ensure that the City of Tallahassee and Leon County, their agents, and their assigns appropriate adequate funds and maintain an operational commitment sufficient to implement the various obligations of the Comprehensive Plan which are not addressed through the capital improvements planning requirements.

Policy 1.5.1: [CI] *(Effective 6/28/98)*

The City of Tallahassee and Leon County, either jointly or separately, shall, in conjunction with the Comprehensive Plan Evaluation and Appraisal Report process, undertake a periodic review of obligations set forth in the Comprehensive Plan for which they, or their agents or assigns, are responsible for implementing, and which are not otherwise addressed through the capital improvements planning process. Each obligation shall be evaluated; including: a) affirmation of the commitment to the obligation; b) demonstration of financial capacity and commitment to carry out the work necessary to fulfill the obligation; and c) an assessment as to the ability to perform, or have performed, required work within the specified period of time (as applicable).

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Should the City of Tallahassee or Leon County determine, as an outcome of this review, that an obligation found in the Comprehensive Plan should be deleted or otherwise modified; the affected local government shall file, at the first available opportunity, an amendment to the Comprehensive Plan making corresponding appropriate revisions.

Objective [CI] 1.6: *(Effective 12/8/98)*

The City of Tallahassee and Leon County shall adopt and implement revised programs and/or policies which favor the funding and scheduling of their capital improvements programs and policies for the Central Core Area and Southern Strategy Area

Policy [CI] 1.6.1: *(Effective 12/8/98)*

The local governments shall commit to undertake needed repairs, replace obsolete infrastructure and facilities, and address existing infrastructure deficiencies within the Central Core Area and Southern Strategy Area. The identification of such projects shall be based on the Comprehensive Assessment of the Central Core Area; the Comprehensive Assessment of the Southern Strategy Area; the Strategic Implementation Plan of the Central Core Area; the Strategic Implementation Plan of the Southern Strategy Area; and, any applicable Sector Plans.

Policy [CI] 1.6.2: *(Effective 12/8/98)*

By 1999, the local governments shall establish criteria for evaluation of projects proposed for inclusion within the 5 Year Capital Improvement Schedule. Among these criteria, there shall be criteria reflecting the commitment to needed improvements within the Central Core Area the Southern Strategy Area.

Policy [CI] 1.6.3: *(Effective 12/8/98)*

Funding approved to implement capital improvements necessary to address those needs identified by the Comprehensive Assessment of the Central Core Area and the Comprehensive Assessment of the Southern Strategy Area shall not be diverted to other projects without the expressed consent of the Commission.

PROGRAMS TO ENSURE IMPLEMENTATION

(Revision Effective 9/19/91; Revision Effective 3/17/11)

The following program descriptions are part of the adopted Comprehensive Plan. The following programs shall be implemented by January 31, 1991, or such earlier date as may be adopted by the local government, to ensure that the goals, objectives and policies established in the Capital Improvements Element will be achieved or exceeded. Each implementation program will be adopted by ordinance, resolution or executive order, as appropriate for each implementation program.

1. **Review of Applications for Development Orders.** The local government shall amend their land development regulations to provide for a system of review of various applications for the levels of service of Category A and Category C public facilities. Such system of review shall assure that no final development order shall be issued which results in a reduction in the levels of service below the standards adopted in Policy 1.1.3.a-c for Category A public facilities and Policy 1.1.3.f for Category C public facilities. The land development regulations shall include, at a minimum, the provisions of Policy 1.3.3.a and b in determining whether a development order can be issued. The land development regulations shall also address the circumstances under which public facilities may be provided by applicants for development orders. Applicants for development orders may offer to provide public facilities at the applicant's own expense in order to insure sufficient capacity of Category A and Category C public facilities, as determined according to Paragraphs A and B, above. Development orders may be issued subject to the provision of public facilities by the applicant subject to the following requirements:
 - a. Revision of population projections
 - b. Update of inventory of public facilities
2. **Update of Capital Improvements Element.** The Capital Improvements Element shall be reviewed and updated annually. The element shall be updated in conjunction with the budget process and the release of the official population estimates and projections by the Bureau of Economic and Business Research (BEBR) of the University of Florida. The update shall include the following data and analysis:
 - a. Revision of population projections
 - b. Update of inventory of public facilities

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- c. Update of costs of public facilities
 - d. Update of Public Facilities Requirements analysis (actual levels of service compared to adopted standards)
 - e. Update of revenue forecasts
 - f. Revise and develop capital improvements projects for the next five fiscal years
 - g. Update analysis of financial capacity
 - h. The most current version of the Significant Benefit Memorandum of Agreement (MOA), as allowed pursuant to Policy 1.2.2.(c), and notation in the Capital Improvements Schedule of specific projects allowed by Policy 1.2.2.(c).
3. **Concurrency Implementation and Monitoring System.** The local government shall establish and maintain Concurrency Implementation and Monitoring Systems. The Systems shall consist of the following components:
- a. Annual report on the capacity and levels of service of public facilities compared to the standards for levels of service adopted in Policy 1.1.3.a-c and f. The report shall summarize the actual capacity of public facilities and forecast the capacity of public all be based on the most recently updated Schedule of Capital Improvements in this Capital Improvements Element. The annual report shall constitute prima facie evidence of the capacity and levels of service of public facilities for the purpose of issuing development orders during the 12 months following completion of the annual report. The annual report shall also summarize and forecast capacities and levels of service for comparison to the standards adopted in Policy 1.1.3.d and e, but such portion of the annual report shall be for information purposes only, and shall not pertain to the issuance of development orders by the local government.
 - b. Public facility capacity review. The City of Tallahassee and Leon County shall use the procedures specified in Implementation Program 1, above, to enforce the requirements of Policy 1.3.3.a. and b. and as such the impacts of proposed development will be analyzed in relation to the availability of capacity at the time of permitting. Records shall be maintained during each fiscal year to indicate the cumulative impacts of all development orders approved during the fiscal year-to-date on the capacity of public facilities as set forth in the most recent annual report on capacity and levels of service of public facilities. The land development regulations of the local government shall provide that applications for development orders that are denied because of insufficient capacity of public facilities may be resubmitted after a time period to be specified in the land development regulations. Such time period is in lieu of, and not in addition to, other minimum waiting periods imposed on applications for development orders that are denied for reasons other than lack of capacity of public facilities. Land development regulations shall require that development commence within a specified time after a development order is issued, or the development order shall expire, subject to reasonable extensions of time based on Criteria included in the regulations.
 - c. Review of changes in planned capacity of public facilities. The local government shall review each amendment to this Capital Improvement Element, in particular any changes in standards for levels of service and changes in the Schedule of Capital Improvements, in order to enforce the requirements of Policy 1.3.1.d.
 - d. Concurrency implementation strategies. The local government shall annually review the concurrency implementation strategies that are incorporated in this Capital Improvements Element:
 - (1) Standards for levels of service that are phased to reflect the local governments financial ability to increase public facility capacity, and resulting levels of service, from year to year. Standards for levels of service may be phased to specific fiscal years in order to provide clear, unambiguous standards for issuance of development orders. (See Policy 1.1.3)
 - (2) Standards for levels of service that are applied within appropriate geographical areas of the local government. Standards for Countywide public facilities are applied to development orders based on levels of service throughout the County. Standards for public facilities that serve less than the entire County are applied to development orders on the basis of levels of service within assigned service areas. (See Policy 1.3.3.c)
 - (3) Standards for levels of service are applied according to the timing of the impacts of development on public facilities. Final development orders, which impact public facilities in a matter of months, are issued subject to the availability of water, sewer, and solid waste facilities prior to the issuance of the building permit, and other facilities (i.e., parks stormwater management and, mass transit) must be available within 12 months of the final development order. Preliminary development orders can be issued subject to public facility capacity, but the capacity determination expires in two years unless the applicant provides financial assurances to the local government. As an alternative, the determination of public facility capacity for preliminary development orders can be

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waived with in agreement that a capacity determination must be made prior to issuance of any final development order for the subject property. Such a waiver specifically precludes the acquisition of rights to a final development order as a result of the issuance of the preliminary development order. (See Policy 1.3.3.a and b)

- (4) Levels of service are compared to adopted standards on an annual basis. Annual monitoring is used, rather than case-by-case monitoring, for the following reasons:
- (a) annual monitoring corresponds to annual expenditures for capital improvements during the local governments' fiscal years;
 - (b) annual monitoring covers seasonal variations in levels of service; and
 - (c) case-by-case monitoring would require applicants for development orders or the local government to conduct costly, time-consuming research which would often be partially redundant of prior research, or involve disparate methodologies and produce inconsistent results.
- (See Concurrency Implementation and Monitoring System component A, above.)

- (5) Public facility capital improvements are prioritized among competing applications for the same amount of facility capacity according to the criteria in Policy 1.1.5.b.4. If any applications have to be deferred to a future fiscal year because of insufficient capacity of public facilities during the current fiscal year, the applications to be deferred will be selected on the basis of rational criteria

e. Capacity of Public Facilities for Development Orders Issued Prior to Adoption of the Plan. The City of Tallahassee and Leon County will "reserve" capacity of public facilities for development orders, in addition to approved Developments of Regional Impact, that were issued by the local government prior to the adoption of this Comprehensive Plan under the following circumstances:

- (1) A representative of the property which is the subject of the development order has requested and received a determination of vested rights, and
- (2) A representative of the property which is the subject of the development order has accepted in writing the applicable requirements of Policy 1.3.3.b, c of the Capital Improvements Element.

The local governments find that it is not necessary to automatically "reserve" capacity of public facilities for all development orders issued prior to the adoption of the plan because experience indicates that many such development orders are not used, or are not used to the maximum allowable uses, densities or intensities. The local governments find that the population forecasts that are the basis for this plan are a reasonable prediction of the absorption rate for development, and that the capital facilities which are planned to serve the forecast development are available for that absorption rate. Reserving public facility capacity for previously issued development orders would deny new applicants access to public facilities, and would arbitrarily enhance the value of dormant development orders.

The local governments intend to develop and pursue programs that will give persons with legitimate and substantial vested rights an opportunity to proceed with their plans without arbitrary interference by the new Comprehensive Plan. However; the local governments intend to require such persons to "continue in good faith" in order to "reserve" capacity of public facilities which are provided by the local government. The City of Tallahassee and Leon County will not "reserve" capacity of public facility for previously issued development orders that have not been vested under the local government's vesting ordinance and which have not continued development in good faith.

4. **5-Year Evaluation.** The required 5-year evaluation and appraisal report shall address the implementation of the goals, objectives and policies of the Capital Improvements Element. The monitoring procedures necessary to enable the completion of the 5-year evaluation include:
- a. Review of Annual Reports of the Concurrency Implementation and Monitoring System.
 - B. Review of Semiannual Reports to DCA concerning amendments to the Comprehensive Plan.
 - c. Review of Annual Updates of this Capital Improvements Element, including updated supporting documents.

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5. **Contractor Performance System.** The local government will develop a system of monitoring the actual performance of contractors who design and/or construct public facilities for the local government. The monitoring system shall track such items as actual vs. planned time schedule, and actual vs. bid cost. The performance of contractors shall be considered when the local government awards contracts for public facilities. 9J-5.016(3)(c)6 and (4)(b)

SCHEDULES OF CAPITAL IMPROVEMENTS

NOTE: Copies of the annual Schedules of Capital Improvements may be viewed in the printed version of the Tallahassee-Leon County Comprehensive Plan.

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Budget Terminology

Abbreviations & Acronyms

AC	Advisory Committee	EFT	Electronic Fund Transfer
ACRA	Accrual Accounting	EMS	Emergency Medical Services
ADA	America Disabilities Act	EOC	Emergency Operations Center
AFS	Administrative Financial System	ESF	Emergency Support Function
AGI	Adjusted Gross Income	FAC	Florida Association of Counties
AMT	Alternative Minimum Tax	FASB	Financial Accounting Standards Board
BAR	Budget Amendment Request	FDOT	Florida Department of Transportation
BCP	Budget Change Proposal	FEMA	Federal Emergency Management Agency
BEA	Budget Enforcement Act	FICA	Federal Insurance Contributions Act
BEBR	Bureau of Economic and Business Research	FLUM	Future Land Use Map
BLS	Bureau of Labor Statistics	FNP	Florida Nutrition Program
BOCC	Board of County Commissioners	FS	Florida Statutes
CAFR	Comprehensive Annual Financial Report	FTE	Full-Time Equivalency
CDAT	Cross Departmental Action Team	FY	Fiscal Year
CHSP	Community Human Services Partnership	GAAP	Generally Accepted Accounting Principles
CIP	Capital Improvement Program	GAL	Guardian Ad Litem
COLA	Cost of Living Adjustment	GAO	Government Accountability Office
CPI	Consumer Price Index	GASB	Governmental Accounting Standards Board
CRA	Community Redevelopment Act	GEM	Growth and Environmental Management
CRTPA	Capital Region Transportation Planning Agency	GFOA	Government Finance Officers Association
DEP	Department of Environmental Protection	GIS	Geographic Information Systems
DIA	Downtown Improvement Authority	GRPA	Government Performance & Results Act
DOR	Department of Revenue	HAB	Healthcare Advisory Board
DJJ	Department of Juvenile Justice		
DRI	Development of Regional Impact		
EDC	Economic Development Council		
EEO	Equal Employment		

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Budget Terminology

Abbreviations & Acronyms

HFA	Housing Finance Authority	OGC	Office of General Council
HHS	Health & Human Services	OMB	Office of Management & Budget
HIPAA	Health Insurance Portability and Accountability Act	OPS	Other Personnel Service Organization
HR	Human Resources	ORG	Organization
HUD	Housing & Urban Development	OSHA	Occupational Safety and Health Administration
ICLEI	International Council for Local Environmental Initiatives	PETS	Permit Enforcement Tracking System
ICMA	International City/County Management Association	PIO	Public Information Office
IDP	Individual Development Plan	PSCB	Public Safety Communications Board
IFAS	Integrated Fund Accounting System	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
		YTD	Year-to-Date

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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.

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Bond:

A written promise to pay a sum of money on a specific date at a specified interest rate as detailed in a bond ordinance.

Budget:

A fiscal plan for using financial and staff resources to accomplish specific goals and objectives within a definite time period.

Budget Amendment Request (BAR):

A proposal to change the dollar amount or scope of an activity or project after the budget has been approved by the Board of County Commissioners.

Budget Change Proposal:

A proposal to change the level of service or funding sources for activities authorized or to propose new program activities not currently authorized.

Budget Message:

A brief written statement presented by the County Administrator to explain principal budget issues and to identify policy-related issues to the Leon County Commission.

Budget Resolution:

The budget resolution establishes various budget totals, divides spending totals into functional categories and may include reconciliation instructions to designated departments.

Budget Split:

Allocation of salary across the Organizational Codes in an organization.

-C-

Capital Improvement Projects:

Physical assets, constructed or purchased, that have a minimum useful life of ten years and a minimum cost of \$10,000. These may include buildings, recreational facilities, road and drainage structures, and large pieces of equipment.

Capital Improvement Program (CIP):

A five-year plan for providing public physical improvements. The program provides the following information for each project: a time frame for completion, the location, description, an annual estimated expenditure and the proposed method of financing.

Capital Outlay:

Annual operating expenditures for the acquisition of assets greater than \$20,000 including, or addition to, fixed assets. These expenditures must cost more than \$1,000 and less than \$20,000 to be included in an operating budget construction projects, purchases of land, major renovations or repairs to existing grounds or facilities and acquisition of equipment will be capitalized in accordance with the Capital Asset Policy.

Chart of Accounts:

A set of accounting codes characterizing transactions throughout the organization's financial systems. It facilitates the consistent coding of transactions for entry into the systems as well as computer manipulation of transaction data.

Constitutional Officer:

Positions established by Florida's Constitution. In Leon County there are five elected constitutional officers: Tax Collector, Sheriff, Property Appraiser, Supervisor of Elections, and Clerk of the Court.

Contingency:

A budgetary reserve to provide for emergency or unanticipated expenditures during the fiscal year.

Continuation Budget Request:

Includes funding required to continue the existing level of service in the service area.

County Administrator:

The Chief Executive Officer (CEO) of the County appointed by the Leon County Commission.

Leon County Fiscal Year 2021 Tentative Budget**Budget Terminology****Customer:**

The recipient of an output product or service. May be internal or external to the organization.

-D-**Debt Service:**

The expense of retiring such debts as loans and bond issues. It includes principal and interest payments, payments for paying agents, registrars, and escrow agents.

Debt Service Fund:

A fund established to account for the accumulation of resources for the payment of interest and principal general long-term debt.

Deficit:

The excess of expenditures over revenues during a fiscal year.

Department:

A basic organizational unit of County government which is functionally unique in its service delivery and is comprised of more than one program.

Depreciation:

The periodic expiration of an asset's useful life. Depreciation is a requirement in proprietary type funds (such as enterprise and internal service funds).

Division:

A basic organizational unit of the County which is functionally unique in its service delivery.

-E-**Economic Indicators:**

Economic information such as consumer price index, population, personal income, housing starts, wages, production, business activity, purchasing power, and unemployment.

Encumbrance:

The commitment of appropriated funds to purchase an item or service.

Enterprise Fund:

A governmental accounting fund for operations that function similarly to private business enterprises. The cost of providing these types of services is derived by user fees and other charges for service.

Exception Report:

A report that supplement information already available on regular reports by highlighting unusual situations which require the attention of management.

Exemption:

A portion of the total assessed valuation of property which is not subject to property taxes. An example is the homestead exemption which provides qualifying homeowners with a \$25,000 exemption on their personal residential property. In January 2008, an additional exemption for value that exceeds \$50,000, up to a total additional exemption of \$25,000 was approved by constitutional amendment.

Expenditure:

Decreases in fund financial resources for the procurement of assets or the cost of goods and/or services received.

-F-**Fiscal Year (FY):**

Any twelve (12) month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The fiscal year for Leon County begins on October 1 and ends on September 30 of the following year.

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Fiduciary Fund:

Used to account for assets held by a governmental entity for other parties (either as a trustee or as an agent) and that cannot be used to finance the governmental entity's own operating programs.

Franchise Fee:

A fee imposed by a government unit for a right/ license granted to an individual/ business to market a company's goods/services in a particular area.

Fund:

A group of appropriations treated as an entity to meet legal requirements or Generally Accepted Accounting Principles (GAAP).

Fund Balance:

The difference between fund assets and fund liabilities.

-G-

GAAP:

Uniform minimum standards and guidelines for financial accounting and reporting.

General Fund:

The fund used to account for all financial resources that are derived from ad valorem (property) taxes, licenses, permits, and other general revenues that will be used to support services that are provided on a countywide basis.

Governmental Fund:

Used to account for the sources, uses, and balances of current financial resources and often have a budgetary orientation. Are comprised of the following fund types: The General Fund, Special Revenue Funds, Capital Projects Funds, Debt Service Funds, and Permanent Funds.

Grant:

A contribution by a government or other organization to support a particular function. Grants may be classified as either operation or capital, depending upon the grantee.

-I-

Indirect Cost Reimbursement:

Payments made to the County's general fund by enterprise or grant-funded programs to cover administrative overhead costs incurred by the County.

Inflation:

Growth in a general measure of prices, usually expressed as an annual rate of change.

Intergovernmental Revenue:

Revenue collected by one government and distributed to another level of government(s).

Internal Service Fund:

A fund established for the purpose of accounting for the transactions between government agencies.

-L-

Line Item:

A sub-classification of expenditures based on the type of goods or services.

Long Term Debt:

All senior debt, including bonds, debentures, bank debt, mortgages, deferred portions of long-term debt, and capital lease obligations.

-M-

Master Lease Program:

The method used to finance the purchase of new equipment and refinance existing equipment leases.

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Match:

Refers to a cost sharing ratio for a State or County program which requires a County General Fund Contribution of a certain amount or percentage to qualify.

Millage Rate:

The rate used to calculate taxes based upon the assessed value of real property, countywide. One mill of tax is equal to \$1.00 for each \$1,000 of taxable property value.

Mission Statement:

A succinct description of the scope and purpose of a County department.

Modified Accrual System:

Accounting basis that records revenues when they are earned (whether or not cash is received then) and expenditures when goods and services are received (whether or not cash payments are made then).

Municipal Services Taxing Unit (MSTU):

A district created by the county to place the burden of ad valorem taxes upon property in a geographic area to fund a particular service or services. In Leon County, MSTU's exist countywide to fund primary healthcare for the uninsured and emergency medical services.

-N-

Net Budget:

The legally adopted budget less all double counts required by fund accounting. For example, transfer between funds can appear in the budget of both funds and inflate the budget total. Other categories include internal service charge, reserves, debt proceeds, and other miscellaneous amounts.

-O-

Object Code:

An itemization of accounts within a fund that is used to identify and record the type and amount of expenditures. Some object codes are mandated by the State of Florida Uniform Accounting System.

Operating Budget:

A balanced fiscal plan for providing governmental programs and services for a single year.

Operating Expenses:

Fund expenses related directly to the fund's primary activities for the current year and not defined as personal or capital outlays.

Operating Transfer:

Legally authorized transfer from a fund receiving revenue, to the fund through which the resources are to be expended.

Other Personnel Service (OPS):

A temporary position of specific duration not to exceed two years. The positions may be full-time or part-time.

-P-

Performance Objective:

A statement that describes in specific and measurable terms the results the program is expected to achieve within a certain time frame.

Personal Services Expense:

Expenses for salaries, wages, workers compensation, health/life insurance, and retirement contributions provided to County employees.

Program:

A broad function or area of responsibility of government services. It is a basic organizational unit of government that is composed of a group of specific activities and operations directed at attaining a common purpose or goal.

Projection:

Estimates of anticipated revenues, expenditures, or other budget amounts for specific time periods, usually in fiscal

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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.

-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

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form the basis for determining the unit's success at reaching its performance objectives.

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Statistical Summary

POPULATION	Leon County	Unincorporated	Incorporated
Total Population	296,499	100,786	195,713
Median Age	31.5		
Total Leon County Registered Voters as of 7/31 (Supervisor of Elections website)	213,059		

LABOR FORCE (Source: Tallahassee-Leon County OEV)	2019 Annual	2018 (Annual)	2017 (Annual)
Civilian Labor Force	155,493	154,655	152,544
Employment	186,800	183,200	179,700
Unemployment	3,680	4,017	4,123
Unemployment Rate (%)	3.1%	3.3%	3.9%

MEDIAN HOUSEHOLD INCOME (Source: Tallahassee-Leon County OEV)	2019	2018	2017
Leon County	\$69,100	\$65,600	\$68,500
Florida	\$65,100	\$62,500	\$59,000

TOP EMPLOYERS (Source: Tallahassee-Leon County OEV 2020)

- State of Florida
- Florida State University
- Tallahassee Memorial Healthcare
- City of Tallahassee
- Florida A&M University

EMPLOYMENT BY Top INDUSTRIES (Source: Tallahassee-Leon County OEV)

Government	61,069
Trade, Transportation, and Utilities	24,422
Education and Health Services	24,131
Professional & Business Services	22,675
Leisure and Hospitality	20,186

EDUCATION

Leon County Public K-12 Schools (www.leon.k12.fl.us)

Elementary Schools	24
Middle Schools	8
High Schools	6
Special / Alternative Schools	7
Charter Schools	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)

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Statistical Summary

Vocational/Technical Schools

Lively Technical Center
 North Florida Cosmetology Institute
 Aveda Institute

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 (<i>talgov.com</i>)	Stations
Tallahassee Fire Department	16
Volunteer Fire Department	6
Hospitals	Beds
Tallahassee Memorial Healthcare (TMH)	792
Capital Regional Medical Center (CRMC)	290
Convention/Conference Centers	Seats
Donald L. Tucker Civic Center	12,500
Florida State Conference Center	375
Utilities	
<i>Tallahassee City Limits</i>	
Electric, Gas, Water, Sewer, Solid Waste, Stormwater	
<i>Outside City Limits</i>	
Electric, Gas, Water, Sewer, Solid Waste, Stormwater	
Franchise Agreements	
Sewer	
Solid Waste	
Water	

TRANSPORTATION

Tallahassee International Airport

Major Airlines

- American Airlines
- Delta Air Lines
- Silver Airways

Railroad Services

CSX Transportation

Leon County Fiscal Year 2021 Tentative Budget

Statistical Summary

Bus Service

Greyhound
StarMetro

Highways

Federal Highways US 27, US 90, US 319
Federal Interstates I-10
State Highways SR-20, 59, 61, 155, 259, 263, 267, 363

STATE & LOCAL TAXATION (2019/2020)

Local

Ad Valorem Millage Rates (Tentative)

	<u>City/DIA</u>	<u>City</u>	<u>Uninc.</u>
Countywide	8.3144	8.3144	8.3144
Emergency Medical Services (EMS) MSTU	0.50	0.50	0.50
City of Tallahassee	4.1000	4.1000	0.00
City of Tallahassee Downtown Improvement Authority (DIA)	1.00	0.00	0.00
Leon County School Board			
By State Law	3.7150	3.7150	3.7150
By Local Board	2.2480	2.2480	2.2480
Northwest FL Water Management District	0.0311	0.0311	0.0311
Total	19.9085	18.9085	14.8085

Ad Valorem Tax Exemption Available Yes
General Homestead Exemption 25,000

Note: (Effective January 1, 2008, there is an additional \$25,000 exemption on Non-School taxes for the values greater than \$50,000)

Low Income Senior Citizen Homestead Exemption Available Yes
Discretionary Sales Surtax 1.5%
Utility Service Tax (Public Service Tax) 10.0%
Local Communications Services Tax (CST) 5.22% (Unincorporated) 6.1% (City)

State

Corporate Income Tax 4.458%
Personal Income Tax 0.0%
Retail Sales Tax 6.0%

RECREATION

Outdoors Activities

Boat Landings 25
Campgrounds 3

Galleries

- 621 Gallery
- The Dickerson Gallery
- Foster Tanner Fine Arts Gallery
- LeMoyne Gallery
- Marsh Orr Contemporary Fine Art
- Nomads Gallery
- Pelican Place
- Signature Gallery

Leon County Fiscal Year 2021 Tentative Budget

Statistical Summary

- South of Soho Gallery
- Thomas Deans & Company
- 1020 Art LLC
- Railroad Square Art Park

Historic Points of Interest

- Brokaw-McDougal House
- DeSoto State Archeological Site
- Knott House
- Mission San Luis
- The Columns
- The Old Capital
- WWII, Korean and Vietnam War Memorial
- Lake Jackson Mounds

Museums

- Riley House Museum
- Goodwood-Museum & Gardens
- Historical Museum of Florida History
- Old Capital Museum
- Tallahassee Museum
- Black Archives (Historic Union Bank)
- Odyssey Science Center
- San Marcos Apalachee Historic State Park
- Tallahassee Antique Car Museum
- Mission San Luis
- Knott House Museum
- Florida Association of Museums
- Meek-Eaton Black Archives Museum
- Florida Trust for Historic Preservation
- Call-Collins House at The Grove

Parks

- 61 City
- 35 County

LEON COUNTY CANOPY ROADS

Centerville Road/Moccasin Gap Road

Meridian Road

Miccosukee Road

Old Bainbridge Road

Old Centerville Road

Old St. Augustine Road

Pisgah Church Road

Sunny Hill Road

Leon County Fiscal Year 2021 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		



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Leon County Fiscal Year 2021 Tentative Budget

Appendix

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Leon County Fiscal Year 2021 Tentative Budget**Total Expenditures by Account**

Account	FY2019 Actual	FY 2020 Adopted	FY 2021 Budget
51100 Executive Salaries	901,799	893,628	899,074
51200 Regular Salaries And Wages	78,519,524	77,953,530	80,763,678
51250 Regular OPS Salaries	958,038	1,434,881	963,170
51300 Other Salaries & Wages	425,491	331,177	354,896
51400 Overtime	3,055,426	3,704,575	3,714,913
51500 Special Pay	274,499	480,661	465,674
51530 Special Pay-Hurricane Irma	230,882	0	0
52100 Fica Taxes	5,993,983	6,286,443	6,451,903
52200 Retirement Contribution	13,905,249	13,684,296	14,841,058
52205 Other Retirement Contributions	31,813	32,256	32,256
52210 Deferred Compensation Match	109,606	138,854	138,855
52300 Life & Health Insurance	16,190,014	19,480,945	19,466,078
52305 Disability Insurance	0	6,877	6,877
52400 Workers Compensation	1,775,984	1,669,855	2,167,021
52500 Unemployment Compensation	1,843	80,000	80,000
52600 Class C Travel	215	0	0
52700 Cip Chargebacks	0	59,230	0
53100 Professional Services	1,564,626	1,875,826	1,778,243
53101 Baker Act Payments	369,892	366,462	366,462
53102 Mental Health & Alcohol	273,724	279,194	279,194
53143 Other Administrative / Professional	14,580	35,000	35,000
53144 Professional Services / Medical	55,143	72,450	72,450
53160 Bank Service Charges	237,575	205,000	205,000
53200 Accounting And Auditing	0	0	0
53300 Court Reporter Services	357,159	298,000	298,000
53400 Other Contractual Services	4,341	4,170	4,170
53410 Contract Services Promotion	33,640,131	38,439,116	42,950,471
53413 Administration	1,980,946	1,650,000	1,300,000
53441 Other Contractual / Poll Workers	168,311	0	0
53442 Other Cont / Elec Temp Agency Help	66,926	0	0
53443 Other Cont / Election Security	3,240	0	0
53450 Other Contractual Services - GPS	153,283	373,151	373,151
53500 Investigations	60,611	97,950	123,450
54000 Travel & Per Diem	373,892	467,395	302,797
54010 Travel-Local Mileage	223	200	200
54041 Travel and Per Diem	168,954	169,780	182,690
54042 Travel / Private Vehicle	0	200	200
54100 Communications	740,363	897,135	894,681
54101 Communication - Phone System	492,258	432,976	417,923
54102 DMS Centrex Billing	54,532	107,030	86,448
54110 Com-net Communications	640,239	488,699	824,396
54200 Postage	156,142	299,431	182,541
54300 Utility Services	3,541,535	4,181,703	3,966,196
54400 Rentals And Leases	781,786	1,332,269	1,403,419
54410 Rental and Leases / Polling Place St	11,690	0	0
54443 Rentals and Leases / Other	14,351	27,113	27,113
54500 Insurance	497,809	505,583	563,532
54502 A D & D Law Enforcement	25,176	26,578	27,103
54503 Public Official Liability	337,509	354,400	375,700
54504 Bonds	100	3,000	100
54505 Vehicle Coverage	495,872	533,236	629,964
54506 Property Insurance	1,546,721	1,680,321	1,423,304
54507 Aviation Insurance	44,763	53,135	46,735

Fiscal Year 2021

Budget Cost Summaries

Leon County Fiscal Year 2021 Tentative Budget**Total Expenditures by Account**

Account	FY2019 Actual	FY 2020 Adopted	FY 2021 Budget
54508 VFD - G/L Property, Equipment	39,759	40,200	46,100
54509 Excess Deposit Premium	217,209	230,000	234,700
54510 Service Fee	56,525	58,700	60,000
54513 State Assessment	51,947	57,500	57,500
54514 Workers Comp Claims	1,666,778	1,600,000	1,800,000
54515 At Fault Vehicle Repair Claims	29,547	30,000	30,000
54516 General Liability Claims	52,132	110,000	110,000
54541 Insurance / Auto	270,183	376,417	408,758
54542 Insurance / Professional Liability	593,366	325,054	517,620
54544 Insurance Prisoner/Medical	126,198	126,000	126,000
54600 Repairs And Maintenance	5,384,939	16,034,383	15,125,859
54601 Vehicle Repair	1,828,922	1,458,225	1,614,415
54610 Repairs And Maintenance-Fleet	0	500	500
54641 Repair and Maintenance / Autos	678,668	885,881	926,470
54643 Repair and Maintenance / Radios	58,501	26,017	26,017
54644 Repair and Maintenance / Office Equipment	743,653	530,539	804,662
54646 Repair and Maintenance / Facilities	822,235	700,620	114,735
54700 Printing And Binding	193,011	498,915	342,746
54712 Printing & Binding / Elections Ballots	38,942	0	0
54713 Printing & Binding / PW Training Mate	860	0	0
54714 Printing & Binding / Precinct Notices	699,220	862,746	787,050
54800 Promotional Activities	87,251	67,925	67,925
54801 Recruitment	42,394	52,290	30,000
54860 TDC Direct Sales Promotions	12,956	38,000	15,000
54861 TDC Community Relations	9,728	7,500	6,000
54862 TDC Merchandise	5,801,933	6,678,761	7,909,944
54900 Other Current Charges & Obligations	24,100	50,000	50,000
54901 Nuisance Abatement	0	26,200	26,200
54908 Other Current Charges & Obligations	16,966	48,900	68,000
54909 Employee Incentives	420,627	420,865	395,908
54913 Clerk Circuit Court Fees	4,398	5,000	5,000
54917 Employee Assistance Program	25,633	27,543	27,603
54918 Staff Development & Training	52,754	115,675	115,675
54942 Other Current Charges / Auto	221,462	723,647	640,825
54948 Other Current Charges / Other	55,482	50,500	37,000
54949 Uniform Cleaning	30,866	49,225	94,225
54950 Tuition Assistance	1,043	0	0
54961 Administrative Hearing	404	0	0
54962 Canvassing Board	9,747	0	0
54990 Indirect Costs	0	0	0
55100 Office Supplies	184,112	358,268	287,088
55200 Operating Supplies	3,326,340	3,770,648	4,007,709
55210 Fuel & Oil	1,123,776	1,306,885	1,314,715
55240 Data Processing Supplies	22,631	61,000	61,000
55241 Operating Supplies / Fuel and Lubrication	751,258	891,426	947,846
55242 Operating Supplies / Ammo	172,385	107,280	116,600
55244 Operating Supplies / Investigative	18,912	35,180	35,180
55246 Operating Supplies / Other Jail Supplies	479,273	500,286	500,286
55248 Operating Supplies / Motorcycles and Boats	1,156	10,000	0
55249 Operating Supplies / Miscellaneous	369,219	549,169	515,493
55250 Operating Supplies / Uniforms	439,268	605,528	611,220

Fiscal Year 2021

Budget Cost Summaries

Leon County Fiscal Year 2021 Tentative Budget

Total Expenditures by Account

Account	FY2019 Actual	FY 2020 Adopted	FY 2021 Budget
55261 Operating Supplies / Early Voting	349	0	0
55263 Operating Supplies / Canvassing Board	63	0	0
55270 Data Processing Supplies	16,423	0	0
55275 Computer Software	1,050	108,700	81,700
55280 Computer Hardware <\$1000 unit	22,140	9,600	99,250
55299 Reimbursable Supplies	483	0	0
55300 Road Materials And Supplies	485,589	562,374	561,513
55400 Publications, Subscriptions & Membe	404,739	449,149	456,962
55401 Training	307,352	494,917	434,653
55408 Machinery and Equipment \$1,000 - \$19,999	51,529	0	116,000
55410 Infrastructure \$0-\$199,000	0	0	0
56100 Land	280,414	0	481,573
56200 Building	1,433,088	614,425	617,575
56201 Building Improvements	623,719	673,579	1,200,000
56205 Technology Enhancements to Building	18,070	0	0
56294 Building - Construction	1,205,298	130,000	0
56295 Building - Professional Services	0	0	0
56300 Improvements Other Than Buildings	20,396,505	6,877,588	4,963,205
56392 Improvements: Contractual Services	0	0	0
56393 Improvements: Architectural and Engineering	0	0	0
56394 Improvements: Construction	0	0	0
56400 Machinery And Equipment	7,058,690	5,458,651	6,723,332
56410 Machinery & Equipment <\$750	33,191	61,402	55,000
56415 Machinery and Equipment - Motorcycle/Boat	0	0	130,000
56441 Machinery and Equipment / Auto	1,998,192	1,577,500	1,648,528
56442 Machinery and Equipment - Jail	9,115	110,000	128,000
56443 Machinery and Equipment / Radio	0	9,600	0
56444 Machinery and Equipment / Office	0	349,750	204,465
56445 Machinery and Equipment / Investigation	9,281	0	0
56448 Machinery and Equipment / Other	278,339	233,000	215,400
56502 Library Facility	0	0	150,000
56600 Books, Publications & Libr Material	657,733	693,495	693,400
56900 Infrastructure \$200,000 and over	46,259	0	0
57100 Principal	6,982,000	7,127,000	3,183,486
57200 Interest	588,684	442,535	346,451
58100 Aids To Government Agencies	6,138,375	6,457,982	6,201,224
58160 TDC Local T&E	1,139	1,500	1,500
58200 Aids To Private Organizations	282,450	210,000	216,000
58214 Cultural Resource Grant Prog (837)	660,801	0	0
58215 Local Arts Agency Program (837)	1,532,056	1,318,462	1,027,347
58224 Legal Services Of North Fl (801)	301,248	311,404	308,895
58226 St Francis Wildlife Assn (851)	71,250	71,250	71,250
58229 Tall Trust For Historic Preservation	63,175	63,175	63,175
58230 Disc Village/JAC	222,759	222,759	222,759
58246 United Partners for Human Services	23,750	23,750	23,750
58247 Whole Child Leon	38,000	38,000	38,000
58248 Commission on the Status of Women & Girls	20,000	20,000	20,000
58252 Ready4Work	58,416	0	0
58253 Domestic Violence Coordinating Council	25,000	25,000	25,000
58256 Veterans Day Parade	5,000	5,000	5,000
58258 Operation Thank You!	15,846	15,900	20,900
58261 Honor Flight	20,000	20,000	20,000
58262 Homeless Shelter Relocation	100,000	100,000	100,000
58264 North Florida Homeless Veterans Stand Down	10,000	10,000	10,000

Leon County Fiscal Year 2021 Tentative Budget**Total Expenditures by Account**

Account	FY2019 Actual	FY 2020 Adopted	FY 2021 Budget
58300 Other Grants & Aids	615,640	849,835	555,497
58320 Sponsorships & Contributions	19,895	36,000	30,000
58340 Tubercular Care-transportation	0	2,000	2,000
58341 Indigent Burial	70,247	64,400	84,400
58342 Child Protection Exams	55,250	59,000	59,000
58343 Medicaid	3,099,998	3,271,272	3,430,403
58344 Human Service Grants	1,425,319	1,300,000	1,445,000
58345 Emergency Assistance	40,000	40,000	102,000
58346 Medical Examiner	761,858	433,982	581,416
58349 Military Personnel Grant Program	75,000	100,000	33,000
58351 Medical Examiner Facility Operating Costs	24,665	103,709	133,709
585000 Housing Grants & Aids	115,899	0	0
585463 Housing Rehab	904,178	225,000	145,000
586002 Catastrophe Reserves	22,974,857	0	0
587000 Rental Housing	7,195	0	0
59000 Sheriff Contingency - Operating	0	200,000	0
59010 Sheriff - Less SRO Contract	0	-2,116,479	-1,422,001
59100 Transfer	69,159	0	0
59302 Budget Transfers	1,764,742	1,845,539	1,941,920
59306 Budget Transfer	5,080,216	5,059,837	5,215,123
59307 Budget Transfer	5,213,225	5,406,444	5,802,167
59308 SOE-BUDGET TRANSFER	250,365	0	0
59900 Budgeted Contingency	0	288,022	292,921
59902 Reserve For Future Projects	0	97,375	95,899
59903 Reserve for Future Programming	0	0	0
59918 Reserve For Fund Balance	0	0	553,080
59926 Reserve For Future Liability	0	17,691	5,819
59930 Reserve For Article V	0	18,290	18,392
59990 Budgeted Contingency	0	0	-252
Total	293,572,707	274,202,473	280,565,746

Leon County Fiscal Year 2021 Tentative Budget

County Commission

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-100-511 County Commission</u>				
51100 Executive Salaries	603,590	596,372	600,243	600,243
51200 Regular Salaries And Wages	557,693	548,553	542,144	558,310
51500 Special Pay	0	7,300	7,300	7,300
52100 Fica Taxes	84,016	87,616	87,715	88,950
52200 Retirement Contribution	318,413	300,218	330,292	331,909
52300 Life & Health Insurance	212,649	226,021	228,894	244,192
52400 Workers Compensation	2,483	1,675	2,343	2,377
001-100-511 Totals	<u>1,778,844</u>	<u>1,767,755</u>	<u>1,798,931</u>	<u>1,833,281</u>
<u>001-101-511 Commissioner Office Budget</u>				
54000 Travel & Per Diem	10,931	8,000	8,000	8,000
54900 Other Current Charges & Obligations	447	3,400	3,400	3,400
55100 Office Supplies	606	400	400	400
55200 Operating Supplies	2,768	600	600	600
55400 Publications, Subscriptions & Membe	0	100	100	100
001-101-511 Totals	<u>14,752</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>
<u>001-102-511 Commissioner Office Budget</u>				
54000 Travel & Per Diem	1,991	8,200	8,200	8,200
54100 Communications	144	0	0	0
54700 Printing And Binding	0	200	200	200
54900 Other Current Charges & Obligations	324	2,700	2,700	2,700
55100 Office Supplies	39	700	700	700
55200 Operating Supplies	0	400	400	400
55400 Publications, Subscriptions & Membe	295	300	300	300
001-102-511 Totals	<u>2,793</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>
<u>001-103-511 Commissioner Office Budget</u>				
54000 Travel & Per Diem	6,407	8,000	8,000	8,000
54100 Communications	40	0	0	0
54900 Other Current Charges & Obligations	1,448	3,000	3,000	3,000
55100 Office Supplies	604	400	400	400
55200 Operating Supplies	3,187	1,100	1,100	1,100
001-103-511 Totals	<u>11,685</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>
<u>001-104-511 Commissioner Office Budget</u>				
54000 Travel & Per Diem	12,235	11,200	11,200	11,200
55100 Office Supplies	0	300	300	300
55200 Operating Supplies	265	800	800	800
55400 Publications, Subscriptions & Membe	0	200	200	200
001-104-511 Totals	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>
<u>001-105-511 Commissioner Office Budget</u>				
54000 Travel & Per Diem	8,922	10,200	10,200	10,200
54100 Communications	97	0	0	0
54900 Other Current Charges & Obligations	50	500	500	500
55100 Office Supplies	1,001	750	750	750
55200 Operating Supplies	85	0	0	0
55400 Publications, Subscriptions & Membe	1,455	1,050	1,050	1,050
001-105-511 Totals	<u>11,611</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>
<u>001-106-511 Commissioner Office Budget</u>				
54000 Travel & Per Diem	4,971	8,000	8,000	8,000
54200 Postage	0	50	50	50
54700 Printing And Binding	0	100	100	100
54900 Other Current Charges & Obligations	0	1,350	1,350	1,350
54918 Staff Development & Training	-1,500	0	0	0
55100 Office Supplies	0	1,000	1,000	1,000

Leon County Fiscal Year 2021 Tentative Budget

County Commission

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-106-511 Commissioner Office Budget</u>				
55200 Operating Supplies	574	2,000	2,000	2,000
001-106-511 Totals	<u>4,045</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>
<u>001-107-511 Commissioner Office Budget</u>				
54000 Travel & Per Diem	8,739	9,900	9,900	9,900
54700 Printing And Binding	0	400	400	400
54900 Other Current Charges & Obligations	75	1,200	1,200	1,200
55100 Office Supplies	995	500	500	500
55200 Operating Supplies	502	0	0	0
55400 Publications, Subscriptions & Membe	1,068	500	500	500
001-107-511 Totals	<u>11,380</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>
<u>001-108-511 Commissioners' Account</u>				
54100 Communications	5,853	4,650	4,650	4,650
54101 Communication - Phone System	845	785	455	455
54102 DMS Centrex Billing	15	175	175	175
54200 Postage	2	1,500	1,500	1,500
54400 Rentals And Leases	0	3,000	3,000	3,000
54700 Printing And Binding	0	500	500	500
54900 Other Current Charges & Obligations	1,317	1,000	1,000	1,000
55100 Office Supplies	0	700	700	700
55200 Operating Supplies	13,083	12,865	12,865	12,865
001-108-511 Totals	<u>21,115</u>	<u>25,175</u>	<u>24,845</u>	<u>24,845</u>
County Commission Totals	<u>1,868,724</u>	<u>1,880,430</u>	<u>1,911,276</u>	<u>1,945,626</u>

Leon County Fiscal Year 2021 Tentative Budget

County Administration

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
001-110-512 County Administration				
51200 Regular Salaries And Wages	839,743	817,821	857,769	883,009
51500 Special Pay	0	19,100	0	0
52100 Fica Taxes	47,661	47,975	51,631	52,131
52200 Retirement Contribution	174,976	183,549	207,517	213,586
52205 Other Retirement Contributions	19,323	15,620	15,620	15,620
52300 Life & Health Insurance	63,970	75,312	76,601	80,838
52305 Disability Insurance	0	3,508	3,508	3,508
52400 Workers Compensation	1,809	1,255	1,829	1,882
54000 Travel & Per Diem	11,035	21,000	8,516	21,000
54100 Communications	3,056	1,140	2,475	2,475
54101 Communication - Phone System	845	725	465	465
54102 DMS Centrex Billing	25	355	0	0
54700 Printing And Binding	0	60	60	60
54900 Other Current Charges & Obligations	142	4,052	4,052	4,052
55200 Operating Supplies	3,061	4,000	4,000	4,000
55400 Publications, Subscriptions & Membe	4,258	4,000	4,000	4,000
001-110-512 Totals	<u>1,169,902</u>	<u>1,199,472</u>	<u>1,238,043</u>	<u>1,286,626</u>
County Administration Totals	<u>1,169,902</u>	<u>1,199,472</u>	<u>1,238,043</u>	<u>1,286,626</u>

Leon County Fiscal Year 2021 Tentative Budget

Strategic Initiatives

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
001-115-513 Strategic Initiatives				
51200 Regular Salaries And Wages	413,920	420,567	438,067	450,281
51400 Overtime	298	0	0	0
51500 Special Pay	0	3,100	3,100	3,100
51530 Special Pay-Hurricane Irma	1,138	0	0	0
52100 Fica Taxes	30,557	32,511	33,850	34,787
52200 Retirement Contribution	33,425	35,461	43,617	44,839
52210 Deferred Compensation Match	2,052	0	0	0
52300 Life & Health Insurance	67,743	79,725	72,758	77,782
52400 Workers Compensation	884	641	928	953
53400 Other Contractual Services	178,929	170,000	170,000	170,000
54000 Travel & Per Diem	9,460	10,400	4,218	10,400
54101 Communication - Phone System	330	330	995	995
54102 DMS Centrex Billing	0	0	175	175
54800 Promotional Activities	12	0	0	0
54900 Other Current Charges & Obligations	37,329	36,000	0	0
55100 Office Supplies	1,296	3,000	3,000	3,000
55200 Operating Supplies	7,655	10,500	10,500	10,500
55400 Publications, Subscriptions & Membe	5,500	5,632	5,632	5,632
55401 Training	598	3,955	1,439	3,955
58248 Commission on the Status of Women & Girls	20,000	20,000	20,000	20,000
001-115-513 Totals	<u>811,126</u>	<u>831,822</u>	<u>808,279</u>	<u>836,399</u>
001-116-513 Community and Media Relations				
51200 Regular Salaries And Wages	283,764	329,418	302,142	311,124
51500 Special Pay	0	4,200	4,200	4,200
52100 Fica Taxes	20,677	25,214	23,638	24,326
52200 Retirement Contribution	22,633	27,718	29,944	30,843
52210 Deferred Compensation Match	581	0	0	0
52300 Life & Health Insurance	53,199	70,091	77,421	82,248
52400 Workers Compensation	599	503	636	655
53100 Professional Services	35,422	51,400	67,000	67,000
54000 Travel & Per Diem	2,219	9,500	2,434	6,000
54100 Communications	2,814	1,620	1,620	1,620
54101 Communication - Phone System	200	215	190	190
54200 Postage	2,049	2,512	2,512	2,512
54505 Vehicle Coverage	408	389	442	446
54601 Vehicle Repair	113	522	415	415
54700 Printing And Binding	15,626	18,000	18,000	18,000
54800 Promotional Activities	119,112	137,500	124,400	124,400
54900 Other Current Charges & Obligations	89,348	83,000	83,000	83,000
55100 Office Supplies	29	1,180	1,180	1,180
55200 Operating Supplies	7,889	5,500	5,500	5,500
55210 Fuel & Oil	243	550	550	550
55400 Publications, Subscriptions & Membe	7,044	7,000	7,000	7,000
55401 Training	0	3,580	1,302	3,580
001-116-513 Totals	<u>663,968</u>	<u>779,612</u>	<u>753,526</u>	<u>774,789</u>
Strategic Initiatives Totals	<u>1,475,095</u>	<u>1,611,434</u>	<u>1,561,805</u>	<u>1,611,188</u>

Leon County Fiscal Year 2021 Tentative Budget

Human Resources

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
001-160-513 Human Resources				
51200 Regular Salaries And Wages	814,387	836,592	862,638	888,380
51400 Overtime	70	0	0	0
51500 Special Pay	0	8,100	8,100	8,100
51530 Special Pay-Hurricane Irma	794	0	0	0
52100 Fica Taxes	58,687	64,292	66,186	68,156
52200 Retirement Contribution	87,740	92,213	109,399	112,680
52210 Deferred Compensation Match	647	1,400	1,400	1,400
52300 Life & Health Insurance	152,350	172,561	154,522	165,703
52400 Workers Compensation	1,879	1,275	1,989	2,050
52500 Unemployment Compensation	2,200	0	0	0
53100 Professional Services	13,452	25,000	25,000	25,000
53500 Investigations	9,901	9,400	9,400	9,400
54000 Travel & Per Diem	8,322	9,388	3,808	9,388
54100 Communications	457	1,333	1,333	1,333
54101 Communication - Phone System	1,541	1,305	1,540	1,540
54102 DMS Centrex Billing	15	15	0	0
54200 Postage	1,367	1,185	1,185	1,185
54400 Rentals And Leases	8,357	9,755	11,155	11,155
54600 Repairs And Maintenance	12,550	0	0	0
54700 Printing And Binding	901	3,850	3,850	3,850
54800 Promotional Activities	250	2,172	2,172	2,172
54801 Recruitment	87,251	67,925	67,925	67,925
54900 Other Current Charges & Obligations	28,947	54,864	54,652	54,652
54909 Employee Incentives	16,966	48,900	48,900	48,900
54917 Employee Assistance Program	4,398	5,000	5,000	5,000
54918 Staff Development & Training	27,133	27,543	27,603	27,573
54950 Tuition Assistance	12,747	44,225	44,225	44,225
55100 Office Supplies	2,762	4,440	4,440	4,440
55200 Operating Supplies	8,403	5,472	4,472	4,472
55400 Publications, Subscriptions & Membe	4,631	2,599	2,599	2,599
55401 Training	7,121	8,289	3,015	8,289
001-160-513 Totals	<u>1,376,226</u>	<u>1,509,093</u>	<u>1,526,508</u>	<u>1,579,567</u>
Human Resources Totals	<u>1,376,226</u>	<u>1,509,093</u>	<u>1,526,508</u>	<u>1,579,567</u>

Leon County Fiscal Year 2021 Tentative Budget

Management Information Services

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-171-513 Management Information Services</u>				
51200 Regular Salaries And Wages	3,319,303	3,230,351	3,270,807	3,400,842
51400 Overtime	3,058	12,360	12,360	12,360
51500 Special Pay	0	30,800	30,800	30,800
51530 Special Pay-Hurricane Irma	19,869	0	0	0
52100 Fica Taxes	242,218	251,730	254,893	261,950
52200 Retirement Contribution	282,056	285,203	351,381	361,842
52210 Deferred Compensation Match	733	3,828	3,828	3,828
52300 Life & Health Insurance	443,901	521,974	505,481	537,736
52400 Workers Compensation	7,163	5,027	7,009	7,218
52700 Cip Chargebacks	0	59,230	0	0
53400 Other Contractual Services	279,551	367,180	313,560	417,309
54000 Travel & Per Diem	22,972	17,300	7,017	17,300
54100 Communications	63,078	30,000	30,000	30,000
54101 Communication - Phone System	11,985	11,040	11,720	11,720
54102 DMS Centrex Billing	105	3,515	6,150	6,150
54200 Postage	1,664	1,500	1,500	1,500
54400 Rentals And Leases	10,112	10,720	9,885	9,885
54505 Vehicle Coverage	2,024	2,107	2,394	2,418
54600 Repairs And Maintenance	1,987,574	1,965,978	2,316,558	2,434,590
54601 Vehicle Repair	1,584	4,476	4,130	4,130
54700 Printing And Binding	0	1,750	1,750	1,750
55100 Office Supplies	2,110	6,590	6,590	6,590
55200 Operating Supplies	51,104	55,850	55,850	55,850
55210 Fuel & Oil	1,352	1,515	1,515	1,515
55400 Publications, Subscriptions & Membe	729	1,500	1,500	1,500
55401 Training	30,934	40,925	14,885	40,925
001-171-513 Totals	<u>6,785,180</u>	<u>6,922,449</u>	<u>7,221,563</u>	<u>7,659,708</u>
<u>001-411-529 Public Safety Complex Technology</u>				
51200 Regular Salaries And Wages	104,574	99,540	90,674	92,589
51530 Special Pay-Hurricane Irma	3,096	0	0	0
52100 Fica Taxes	7,802	7,850	7,084	7,231
52200 Retirement Contribution	8,795	8,431	9,067	9,258
52300 Life & Health Insurance	18,945	22,731	30,147	32,087
52400 Workers Compensation	235	152	193	197
54000 Travel & Per Diem	2,564	1,000	1,420	3,500
54100 Communications	1,609	960	960	960
54101 Communication - Phone System	14,784	31,125	23,805	23,805
54102 DMS Centrex Billing	75	890	880	880
54110 Com-net Communications	5,250	5,500	5,750	5,750
54400 Rentals And Leases	3,234	2,810	2,770	2,770
54600 Repairs And Maintenance	25,642	83,635	86,135	86,135
55100 Office Supplies	17	300	300	300
55200 Operating Supplies	1,725	2,000	2,000	2,000
55401 Training	0	2,000	727	2,000
001-411-529 Totals	<u>198,345</u>	<u>268,924</u>	<u>261,912</u>	<u>269,462</u>
Management Information Services Totals	<u>6,983,526</u>	<u>7,191,373</u>	<u>7,483,475</u>	<u>7,929,170</u>

Leon County Fiscal Year 2021 Tentative Budget

County Attorney

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
001-120-514 County Attorney				
51200 Regular Salaries And Wages	1,139,138	1,137,610	979,437	1,037,720
51500 Special Pay	0	21,500	21,500	21,500
52100 Fica Taxes	70,923	74,483	74,471	76,068
52200 Retirement Contribution	132,917	140,381	213,767	219,779
52205 Other Retirement Contributions	12,489	16,636	16,636	16,636
52210 Deferred Compensation Match	11,186	1,749	1,749	1,749
52300 Life & Health Insurance	102,559	128,535	138,994	147,286
52305 Disability Insurance	0	3,369	3,369	3,369
52400 Workers Compensation	1,935	1,509	1,835	1,889
53100 Professional Services	287,875	450,000	450,000	450,000
53400 Other Contractual Services	14,578	12,800	14,000	14,000
54000 Travel & Per Diem	34,254	25,200	10,222	25,200
54100 Communications	2,347	2,500	2,800	2,800
54101 Communication - Phone System	22,555	20,170	495	495
54200 Postage	828	475	525	525
54400 Rentals And Leases	3,848	4,695	3,935	3,935
54600 Repairs And Maintenance	182	100	100	100
54700 Printing And Binding	1,220	8,375	8,375	8,375
55100 Office Supplies	2,290	7,000	5,450	5,450
55200 Operating Supplies	2,653	5,000	3,000	3,000
55400 Publications, Subscriptions & Membe	72,763	59,250	61,250	61,250
55401 Training	0	100	36	100
001-120-514 Totals	<u>1,916,538</u>	<u>2,121,437</u>	<u>2,011,946</u>	<u>2,101,226</u>
County Attorney Totals	<u>1,916,538</u>	<u>2,121,437</u>	<u>2,011,946</u>	<u>2,101,226</u>

Leon County Fiscal Year 2021 Tentative Budget

Code Compliance Services

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
121-423-537 Code Compliance Services				
51200 Regular Salaries And Wages	319,529	324,674	275,624	312,755
51400 Overtime	42	0	0	0
51500 Special Pay	0	600	600	600
51530 Special Pay-Hurricane Irma	937	0	0	0
52100 Fica Taxes	22,430	25,305	23,708	24,396
52200 Retirement Contribution	28,939	29,533	32,754	33,737
52210 Deferred Compensation Match	294	2,626	2,626	2,626
52300 Life & Health Insurance	48,370	58,801	59,577	63,225
52400 Workers Compensation	2,358	1,244	2,830	2,914
53100 Professional Services	930	1,120	1,120	1,120
53400 Other Contractual Services	551	0	0	0
54000 Travel & Per Diem	0	2,145	870	2,145
54100 Communications	3,840	2,880	2,880	2,880
54101 Communication - Phone System	4,190	3,830	4,570	4,570
54200 Postage	11,142	3,122	6,682	6,682
54400 Rentals And Leases	0	1,660	1,615	1,615
54505 Vehicle Coverage	977	932	10,590	10,696
54600 Repairs And Maintenance	0	496	496	496
54601 Vehicle Repair	511	2,812	2,620	2,620
54700 Printing And Binding	0	500	500	500
54900 Other Current Charges & Obligations	4,060	3,500	3,500	3,500
54901 Nuisance Abatement	24,100	50,000	50,000	50,000
55100 Office Supplies	1,092	2,911	2,911	2,911
55200 Operating Supplies	7,507	11,024	7,464	7,464
55210 Fuel & Oil	1,215	1,790	1,790	1,790
55400 Publications, Subscriptions & Membe	68	1,127	1,127	1,127
55401 Training	0	1,000	364	1,000
121-423-537 Totals	<u>483,081</u>	<u>533,632</u>	<u>496,818</u>	<u>541,369</u>
Code Compliance Services Totals	<u>483,081</u>	<u>533,632</u>	<u>496,818</u>	<u>541,369</u>

Leon County Fiscal Year 2021 Tentative Budget

Customer Engagement Services

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
121-426-537 Customer Engagement Services				
51200 Regular Salaries And Wages	134,582	149,291	151,706	156,180
51400 Overtime	73	0	0	0
51500 Special Pay	0	1,200	1,200	1,200
51530 Special Pay-Hurricane Irma	475	0	0	0
52100 Fica Taxes	9,649	11,476	11,661	12,002
52200 Retirement Contribution	11,067	12,425	14,910	15,358
52210 Deferred Compensation Match	141	0	0	0
52300 Life & Health Insurance	31,448	35,797	36,232	38,669
52400 Workers Compensation	290	226	317	326
54400 Rentals And Leases	500	1,660	1,615	1,615
54900 Other Current Charges & Obligations	334	0	0	0
55100 Office Supplies	7	0	0	0
55200 Operating Supplies	229	0	0	0
121-426-537 Totals	<u>188,794</u>	<u>212,075</u>	<u>217,641</u>	<u>225,350</u>
Customer Engagement Services Totals	<u>188,794</u>	<u>212,075</u>	<u>217,641</u>	<u>225,350</u>

Leon County Fiscal Year 2021 Tentative Budget

DS Support Services

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
121-424-537 DS Support Services				
51200 Regular Salaries And Wages	233,601	257,769	272,980	281,058
51500 Special Pay	0	3,900	3,900	3,900
51530 Special Pay-Hurricane Irma	546	0	0	0
52100 Fica Taxes	15,746	16,920	18,966	19,299
52200 Retirement Contribution	27,326	30,431	37,630	38,760
52210 Deferred Compensation Match	316	0	0	0
52300 Life & Health Insurance	27,762	41,123	41,383	44,453
52400 Workers Compensation	492	381	571	589
53400 Other Contractual Services	0	250	250	250
54000 Travel & Per Diem	1,370	4,515	1,831	4,515
54100 Communications	2,289	3,080	3,080	3,080
54200 Postage	661	720	720	720
54400 Rentals And Leases	4,135	1,660	1,615	1,615
54600 Repairs And Maintenance	0	2,246	2,246	2,246
54700 Printing And Binding	500	500	500	500
55100 Office Supplies	495	1,308	1,308	1,308
55200 Operating Supplies	6,514	8,194	8,194	8,194
55400 Publications, Subscriptions & Membe	2,303	1,682	1,682	1,682
55401 Training	985	1,900	691	1,900
121-424-537 Totals	<u>325,041</u>	<u>376,579</u>	<u>397,547</u>	<u>414,069</u>
DS Support Services Totals	<u>325,041</u>	<u>376,579</u>	<u>397,547</u>	<u>414,069</u>

Leon County Fiscal Year 2021 Tentative Budget

Building Plans Review & Inspection

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
120-220-524 Building Plans Review and Inspection				
51200 Regular Salaries And Wages	1,166,963	1,188,075	1,194,136	1,229,920
51400 Overtime	20,394	16,381	16,381	16,381
51500 Special Pay	0	2,600	2,600	2,600
51530 Special Pay-Hurricane Irma	4,298	0	0	0
52100 Fica Taxes	85,335	90,807	96,847	99,691
52200 Retirement Contribution	105,623	106,595	133,967	137,986
52210 Deferred Compensation Match	1,785	2,406	2,406	2,406
52300 Life & Health Insurance	282,106	338,224	339,402	362,204
52400 Workers Compensation	19,187	11,460	26,049	26,829
53100 Professional Services	8,455	100,000	100,000	100,000
53400 Other Contractual Services	1,000	2,000	2,000	2,000
54000 Travel & Per Diem	9,968	1,254	1,254	1,254
54100 Communications	11,773	11,400	11,400	11,400
54101 Communication - Phone System	695	645	815	815
54102 DMS Centrex Billing	30	360	350	350
54200 Postage	38	3,000	3,000	3,000
54400 Rentals And Leases	4,135	12,435	12,550	12,550
54505 Vehicle Coverage	3,856	5,226	5,939	5,998
54600 Repairs And Maintenance	0	408	408	408
54601 Vehicle Repair	20,049	14,275	13,795	13,795
54700 Printing And Binding	0	7,500	7,500	7,500
54900 Other Current Charges & Obligations	2,358	1,820	1,820	1,820
55100 Office Supplies	2,136	2,855	2,855	2,855
55200 Operating Supplies	22,910	11,320	11,320	11,320
55210 Fuel & Oil	15,831	19,940	19,940	19,940
55400 Publications, Subscriptions & Membe	5,314	5,448	5,448	5,448
55401 Training	5,378	12,700	12,700	12,700
120-220-524 Totals	<u>1,799,616</u>	<u>1,969,134</u>	<u>2,024,882</u>	<u>2,091,170</u>
Building Plans Review & Inspection Totals	<u>1,799,616</u>	<u>1,969,134</u>	<u>2,024,882</u>	<u>2,091,170</u>

Leon County Fiscal Year 2021 Tentative Budget

Environmental Services

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>121-420-537 Environmental Services</u>				
51200 Regular Salaries And Wages	1,083,015	1,096,301	1,010,537	1,149,033
51400 Overtime	285	3,000	3,000	3,000
51500 Special Pay	0	8,000	8,000	8,000
51530 Special Pay-Hurricane Irma	1,465	0	0	0
52100 Fica Taxes	77,726	83,360	85,214	87,400
52200 Retirement Contribution	111,895	123,400	131,222	135,161
52210 Deferred Compensation Match	1,982	5,359	5,359	5,359
52300 Life & Health Insurance	198,263	220,271	243,807	260,218
52400 Workers Compensation	19,035	15,389	23,795	24,510
54000 Travel & Per Diem	5,691	4,400	2,356	5,808
54100 Communications	12,879	18,168	16,195	16,195
54101 Communication - Phone System	1,630	1,485	1,115	1,115
54200 Postage	521	1,970	1,970	1,970
54400 Rentals And Leases	0	1,660	1,615	1,615
54505 Vehicle Coverage	3,782	3,229	3,669	3,706
54601 Vehicle Repair	4,737	8,066	7,715	7,715
54700 Printing And Binding	0	1,205	1,205	1,205
54900 Other Current Charges & Obligations	221	1,050	1,050	1,050
55100 Office Supplies	1,693	3,162	3,162	3,162
55200 Operating Supplies	8,780	5,823	5,823	5,823
55210 Fuel & Oil	7,946	12,130	9,625	9,625
55400 Publications, Subscriptions & Membe	1,100	1,165	1,730	1,730
55401 Training	5,992	8,000	2,910	8,000
121-420-537 Totals	<u>1,548,637</u>	<u>1,626,593</u>	<u>1,571,074</u>	<u>1,741,400</u>
<u>125-866-524 DEP Storage Tank</u>				
51200 Regular Salaries And Wages	129,069	128,484	133,623	137,632
51400 Overtime	117	3,000	3,000	3,000
52100 Fica Taxes	9,774	10,104	10,497	10,805
52200 Retirement Contribution	10,444	10,883	13,362	13,763
52300 Life & Health Insurance	8,358	12,207	12,338	12,922
52400 Workers Compensation	3,340	2,665	4,360	4,490
54000 Travel & Per Diem	764	2,341	2,341	2,341
54200 Postage	0	400	400	400
54505 Vehicle Coverage	631	4,215	4,790	4,838
54601 Vehicle Repair	1,217	1,183	980	980
55200 Operating Supplies	1,433	2,258	2,258	2,258
55210 Fuel & Oil	1,220	2,340	2,200	2,200
55400 Publications, Subscriptions & Membe	0	60	60	60
55401 Training	0	1,100	1,100	1,100
125-866-524 Totals	<u>166,367</u>	<u>181,240</u>	<u>191,309</u>	<u>196,789</u>
Environmental Services Totals	<u>1,715,004</u>	<u>1,807,833</u>	<u>1,762,383</u>	<u>1,938,189</u>

Leon County Fiscal Year 2021 Tentative Budget

Development Services

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>121-422-537 Development Services</u>				
51200 Regular Salaries And Wages	503,986	538,242	523,172	577,215
51250 Regular OPS Salaries	7,938	24,960	24,960	25,709
51500 Special Pay	0	3,500	3,500	3,500
51530 Special Pay-Hurricane Irma	1,338	0	0	0
52100 Fica Taxes	36,499	42,493	44,955	46,170
52200 Retirement Contribution	41,487	44,312	55,536	57,048
52210 Deferred Compensation Match	0	2,844	2,844	2,844
52300 Life & Health Insurance	118,026	137,662	142,156	151,682
52400 Workers Compensation	3,044	2,324	3,665	3,771
54000 Travel & Per Diem	3,907	7,100	2,880	7,100
54100 Communications	427	1,224	1,224	1,224
54101 Communication - Phone System	1,685	1,535	1,170	1,170
54200 Postage	1,420	3,882	3,882	3,882
54400 Rentals And Leases	0	1,660	1,615	1,615
54505 Vehicle Coverage	1,422	1,356	1,540	1,555
54601 Vehicle Repair	1	594	490	490
54700 Printing And Binding	1,000	2,381	2,381	2,381
54900 Other Current Charges & Obligations	23,575	29,892	29,892	29,892
55100 Office Supplies	1,057	3,996	3,996	3,996
55200 Operating Supplies	5,076	6,715	6,715	6,715
55210 Fuel & Oil	91	275	275	275
55400 Publications, Subscriptions & Membe	2,070	4,105	4,105	4,105
55401 Training	1,098	5,475	1,992	5,475
121-422-537 Totals	<u>755,148</u>	<u>866,527</u>	<u>862,945</u>	<u>937,814</u>
Development Services Totals	<u>755,148</u>	<u>866,527</u>	<u>862,945</u>	<u>937,814</u>

Leon County Fiscal Year 2021 Tentative Budget

PW Support Services

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>106-400-541 Support Services</u>				
51200 Regular Salaries And Wages	357,044	321,977	332,366	342,216
51500 Special Pay	0	2,000	2,000	2,000
51530 Special Pay-Hurricane Irma	1,034	0	0	0
52100 Fica Taxes	24,344	24,121	25,071	25,558
52200 Retirement Contribution	52,667	49,960	57,514	59,240
52210 Deferred Compensation Match	0	766	766	766
52300 Life & Health Insurance	45,031	50,931	51,863	55,005
52400 Workers Compensation	3,965	486	5,051	5,203
53400 Other Contractual Services	120,326	121,246	121,941	121,941
54000 Travel & Per Diem	2,477	3,305	1,341	3,305
54101 Communication - Phone System	595	575	625	625
54102 DMS Centrex Billing	190	0	0	0
54200 Postage	0	220	220	220
54400 Rentals And Leases	12,235	17,625	17,510	17,510
54700 Printing And Binding	0	165	165	165
55100 Office Supplies	596	1,250	855	855
55200 Operating Supplies	4,292	5,439	5,439	5,439
55400 Publications, Subscriptions & Membe	3,366	3,972	3,972	3,972
55401 Training	990	1,390	396	1,090
106-400-541 Totals	<u>629,150</u>	<u>605,428</u>	<u>627,095</u>	<u>645,110</u>
PW Support Services Totals	<u>629,150</u>	<u>605,428</u>	<u>627,095</u>	<u>645,110</u>

Leon County Fiscal Year 2021 Tentative Budget

Operations

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-216-562 Mosquito Control</u>				
51200 Regular Salaries And Wages	243,202	232,335	244,199	251,523
51250 Regular OPS Salaries	85,148	121,642	62,696	94,041
51400 Overtime	6,574	36,000	36,000	36,000
51500 Special Pay	0	700	700	700
51530 Special Pay-Hurricane Irma	6,255	0	0	0
52100 Fica Taxes	27,184	27,556	28,467	29,311
52200 Retirement Contribution	29,776	19,648	23,684	24,396
52210 Deferred Compensation Match	2,008	655	655	655
52300 Life & Health Insurance	61,020	68,291	69,381	73,829
52400 Workers Compensation	24,161	20,320	23,551	24,257
53400 Other Contractual Services	80,648	36,152	36,152	36,152
54000 Travel & Per Diem	565	0	0	0
54100 Communications	11,096	8,448	8,448	8,448
54101 Communication - Phone System	230	225	225	225
54200 Postage	4,000	2,640	2,640	2,640
54300 Utility Services	741	4,800	4,800	4,800
54505 Vehicle Coverage	6,075	5,089	5,783	5,841
54507 Aviation Insurance	0	6,635	6,635	6,635
54600 Repairs And Maintenance	2,626	3,228	3,228	3,228
54601 Vehicle Repair	20,385	26,672	33,980	33,980
54700 Printing And Binding	0	2,335	2,335	2,335
54800 Promotional Activities	1,772	7,400	7,400	7,400
55100 Office Supplies	1,834	1,479	1,479	1,479
55200 Operating Supplies	59,413	184,578	172,828	172,828
55210 Fuel & Oil	19,833	30,675	30,635	30,635
55300 Road Materials And Supplies	92	0	0	0
55400 Publications, Subscriptions & Membe	150	400	400	400
55401 Training	3,711	3,306	1,203	3,306
001-216-562 Totals	698,500	851,209	807,504	855,044
<u>106-431-541 Transportation Maintenance</u>				
51200 Regular Salaries And Wages	1,949,163	1,918,987	1,825,285	2,004,526
51400 Overtime	70,537	42,590	42,590	42,590
51500 Special Pay	0	9,400	9,400	9,400
51530 Special Pay-Hurricane Irma	43,250	0	0	0
52100 Fica Taxes	146,743	151,587	153,259	157,357
52200 Retirement Contribution	184,836	179,805	214,473	220,438
52210 Deferred Compensation Match	14,715	10,058	10,058	10,058
52300 Life & Health Insurance	538,160	685,934	694,889	741,138
52400 Workers Compensation	151,671	132,154	173,993	178,760
53100 Professional Services	24,640	0	0	0
53300 Court Reporter Services	4,341	0	0	0
53400 Other Contractual Services	284,362	478,502	479,162	479,162
54000 Travel & Per Diem	133	1,000	406	1,000
54100 Communications	9,209	8,455	8,455	8,455
54101 Communication - Phone System	1,715	1,580	1,400	1,400
54102 DMS Centrex Billing	0	925	745	745
54200 Postage	251	210	210	210
54300 Utility Services	64,347	93,235	95,823	95,823
54400 Rentals And Leases	8,625	4,939	4,714	4,714
54505 Vehicle Coverage	33,097	35,308	40,122	40,523
54600 Repairs And Maintenance	13,335	3,120	3,120	3,120
54601 Vehicle Repair	306,746	247,044	278,765	278,765
54900 Other Current Charges & Obligations	2,697	9,420	9,420	8,220
55100 Office Supplies	4,674	4,305	4,305	4,305
55200 Operating Supplies	72,838	48,754	45,154	68,754
55210 Fuel & Oil	160,169	217,460	216,870	216,870
55300 Road Materials And Supplies	320,883	383,835	383,835	383,835
55400 Publications, Subscriptions & Membe	1,152	1,695	1,695	1,695

Leon County Fiscal Year 2021 Tentative Budget

Operations

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>106-431-541 Transportation Maintenance</u>				
55401 Training	2,478	4,200	1,528	4,200
106-431-541 Totals	<u>4,414,766</u>	<u>4,674,502</u>	<u>4,699,676</u>	<u>4,966,063</u>
<u>106-432-541 Right-Of-Way Management</u>				
51200 Regular Salaries And Wages	1,046,623	1,143,236	1,004,069	1,146,509
51400 Overtime	41,410	72,814	72,814	72,814
51500 Special Pay	0	2,200	2,200	2,200
51530 Special Pay-Hurricane Irma	20,237	0	0	0
52100 Fica Taxes	77,381	88,918	87,042	88,946
52200 Retirement Contribution	90,457	96,787	112,109	114,597
52210 Deferred Compensation Match	5,230	4,482	4,482	4,482
52300 Life & Health Insurance	346,505	509,250	517,063	551,844
52400 Workers Compensation	82,159	81,867	106,920	109,336
53400 Other Contractual Services	692,311	559,615	574,514	579,150
54000 Travel & Per Diem	565	0	0	0
54100 Communications	1,175	0	0	0
54300 Utility Services	8,033	11,435	35,379	35,379
54400 Rentals And Leases	8,322	553	553	553
54505 Vehicle Coverage	17,159	21,640	24,591	24,837
54600 Repairs And Maintenance	16,183	17,700	17,700	17,700
54601 Vehicle Repair	237,701	151,242	172,410	172,410
54900 Other Current Charges & Obligations	914	3,265	3,265	3,265
55100 Office Supplies	1,759	2,825	2,825	2,825
55200 Operating Supplies	51,804	51,476	51,476	51,476
55210 Fuel & Oil	87,101	110,430	110,880	110,880
55300 Road Materials And Supplies	29,239	35,840	35,840	35,840
55400 Publications, Subscriptions & Membe	690	931	931	931
55401 Training	3,897	6,280	2,284	6,280
106-432-541 Totals	<u>2,866,855</u>	<u>2,972,786</u>	<u>2,939,347</u>	<u>3,132,254</u>
<u>123-433-538 Stormwater Maintenance</u>				
51200 Regular Salaries And Wages	1,312,784	1,441,787	1,314,557	1,504,362
51400 Overtime	59,658	46,506	46,506	46,506
51500 Special Pay	0	4,900	4,900	4,900
51530 Special Pay-Hurricane Irma	32,719	0	0	0
52100 Fica Taxes	102,018	112,306	115,448	118,575
52200 Retirement Contribution	124,493	128,605	152,403	156,651
52210 Deferred Compensation Match	9,135	15,418	15,418	15,418
52300 Life & Health Insurance	295,895	562,604	434,765	462,648
52400 Workers Compensation	92,542	104,808	123,431	126,849
53400 Other Contractual Services	567,369	328,451	331,636	334,949
54100 Communications	1,202	2,486	2,486	2,486
54101 Communication - Phone System	20	15	5	5
54200 Postage	0	25	25	25
54300 Utility Services	3,148	11,660	11,660	11,660
54400 Rentals And Leases	5,149	10,848	10,848	10,848
54505 Vehicle Coverage	45,961	48,627	55,258	55,811
54600 Repairs And Maintenance	12,079	12,750	12,750	12,750
54601 Vehicle Repair	336,937	223,152	255,485	255,485
54900 Other Current Charges & Obligations	42,412	24,335	14,965	48,355
55100 Office Supplies	802	930	930	930
55200 Operating Supplies	63,063	45,566	45,566	45,566
55210 Fuel & Oil	154,833	167,350	198,005	198,005
55300 Road Materials And Supplies	107,317	74,084	74,084	74,084
55400 Publications, Subscriptions & Membe	425	645	645	645
55401 Training	1,583	5,453	1,983	5,453
123-433-538 Totals	<u>3,371,544</u>	<u>3,373,311</u>	<u>3,223,759</u>	<u>3,492,966</u>

Leon County Fiscal Year 2021 Tentative Budget

Operations

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>125-214-562 Mosquito Control Grant</u>				
55200 Operating Supplies	57,117	27,990	27,990	27,990
55401 Training	1,402	4,478	4,478	4,478
56400 Machinery And Equipment	17,150	0	0	0
125-214-562 Totals	<u>75,669</u>	<u>32,468</u>	<u>32,468</u>	<u>32,468</u>
Operations Totals	<u>11,427,334</u>	<u>11,904,276</u>	<u>11,702,754</u>	<u>12,478,795</u>

Leon County Fiscal Year 2021 Tentative Budget

Engineering Services

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>106-414-541 Engineering Services</u>				
51200 Regular Salaries And Wages	2,331,245	2,459,422	2,386,889	2,583,047
51400 Overtime	8,020	15,000	15,000	15,000
51500 Special Pay	0	11,400	11,400	11,400
51530 Special Pay-Hurricane Irma	3,974	0	0	0
52100 Fica Taxes	170,416	189,283	194,008	198,957
52200 Retirement Contribution	233,056	252,626	303,832	312,601
52210 Deferred Compensation Match	1,852	11,589	11,589	11,589
52300 Life & Health Insurance	383,656	478,951	477,445	507,190
52400 Workers Compensation	37,190	31,929	40,229	41,420
53100 Professional Services	226,146	319,261	319,261	319,261
53400 Other Contractual Services	9,514	65,740	65,740	65,740
54000 Travel & Per Diem	3,551	4,812	1,952	4,812
54100 Communications	13,363	12,600	13,716	13,716
54101 Communication - Phone System	1,360	1,265	1,740	1,740
54200 Postage	251	900	900	900
54505 Vehicle Coverage	5,887	6,625	7,529	7,604
54600 Repairs And Maintenance	708	2,753	2,753	2,753
54601 Vehicle Repair	16,707	13,379	17,925	17,925
54700 Printing And Binding	257	1,000	1,000	1,000
54900 Other Current Charges & Obligations	1,884	2,200	2,200	2,200
55100 Office Supplies	10,343	5,625	5,625	5,625
55200 Operating Supplies	15,706	43,820	43,654	43,654
55210 Fuel & Oil	14,032	20,350	19,250	19,250
55300 Road Materials And Supplies	44	0	0	0
55400 Publications, Subscriptions & Membe	8,950	9,632	8,682	8,682
55401 Training	10,001	16,230	5,904	16,230
56400 Machinery And Equipment	872	0	0	0
106-414-541 Totals	<u>3,508,986</u>	<u>3,976,392</u>	<u>3,958,223</u>	<u>4,212,296</u>
Engineering Services Totals	<u>3,508,986</u>	<u>3,976,392</u>	<u>3,958,223</u>	<u>4,212,296</u>

Leon County Fiscal Year 2021 Tentative Budget

Fleet Management

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
505-425-591 Fleet Maintenance				
51200 Regular Salaries And Wages	423,077	390,583	401,403	413,429
51400 Overtime	2,008	3,000	3,000	3,000
51500 Special Pay	0	1,600	1,600	1,600
51530 Special Pay-Hurricane Irma	5,211	0	0	0
52100 Fica Taxes	30,685	30,459	31,289	32,213
52200 Retirement Contribution	35,152	34,585	41,577	42,823
52210 Deferred Compensation Match	2,661	3,171	3,171	3,171
52300 Life & Health Insurance	113,716	123,242	124,722	132,921
52400 Workers Compensation	9,973	6,136	10,150	10,453
53400 Other Contractual Services	11,311	58,134	79,130	79,130
54000 Travel & Per Diem	0	500	500	500
54100 Communications	193	0	0	0
54101 Communication - Phone System	690	640	635	635
54200 Postage	14	150	150	150
54300 Utility Services	0	5,000	5,000	5,000
54400 Rentals And Leases	1,574	2,555	2,965	2,965
54505 Vehicle Coverage	3,222	5,209	5,919	5,978
54600 Repairs And Maintenance	1,095,652	717,458	723,881	733,511
54601 Vehicle Repair	9,366	3,487	4,445	4,445
54700 Printing And Binding	56	500	500	500
55100 Office Supplies	997	1,355	1,355	1,355
55200 Operating Supplies	1,183,127	1,492,099	1,617,371	1,615,279
55210 Fuel & Oil	9,021	4,905	7,940	8,120
55400 Publications, Subscriptions & Membe	648	1,065	1,065	1,065
55401 Training	1,065	5,810	5,810	5,810
505-425-591 Totals	<u>2,939,417</u>	<u>2,891,643</u>	<u>3,073,578</u>	<u>3,104,053</u>
Fleet Management Totals	<u>2,939,417</u>	<u>2,891,643</u>	<u>3,073,578</u>	<u>3,104,053</u>

Leon County Fiscal Year 2021 Tentative Budget

Parks and Recreation

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
140-436-572 Parks and Recreation Services				
51200 Regular Salaries And Wages	967,074	1,070,197	993,945	1,198,583
51250 Regular OPS Salaries	50,109	30,000	30,000	30,000
51400 Overtime	15,193	45,120	45,120	45,120
51500 Special Pay	0	6,200	6,200	6,200
51530 Special Pay-Hurricane Irma	9,647	0	0	0
52100 Fica Taxes	74,692	82,797	84,342	86,606
52200 Retirement Contribution	87,517	92,983	112,117	115,205
52210 Deferred Compensation Match	3,768	3,499	3,499	3,499
52300 Life & Health Insurance	275,675	378,960	367,376	392,892
52400 Workers Compensation	35,709	32,436	48,163	49,492
53100 Professional Services	10,033	12,780	12,780	12,780
53400 Other Contractual Services	462,598	409,947	486,547	486,547
54000 Travel & Per Diem	1,637	2,730	702	1,730
54100 Communications	19,686	16,064	16,064	16,064
54101 Communication - Phone System	930	845	840	840
54102 DMS Centrex Billing	1,220	2,040	1,975	1,975
54200 Postage	90	600	350	350
54300 Utility Services	110,850	76,470	77,220	1,470
54400 Rentals And Leases	7,510	12,989	22,990	22,990
54505 Vehicle Coverage	9,863	18,432	20,946	21,155
54600 Repairs And Maintenance	130,744	140,720	184,080	157,080
54601 Vehicle Repair	124,579	104,174	116,405	116,405
54700 Printing And Binding	1,672	6,900	4,400	4,400
54800 Promotional Activities	0	1,950	1,950	1,950
54900 Other Current Charges & Obligations	801	2,510	2,510	2,510
55100 Office Supplies	2,841	2,250	2,250	2,250
55200 Operating Supplies	203,603	196,265	196,625	196,625
55210 Fuel & Oil	70,643	79,990	82,045	82,045
55300 Road Materials And Supplies	25,482	68,615	67,754	67,754
55400 Publications, Subscriptions & Membe	930	1,230	1,230	1,230
55401 Training	8,309	8,720	3,172	8,720
55408 Machinery and Equipment \$1,000 - \$19,999	0	0	30,000	30,000
56400 Machinery And Equipment	31,648	36,200	30,000	30,000
58200 Aids To Private Organizations	179,000	179,000	179,000	179,000
140-436-572 Totals	<u>2,924,052</u>	<u>3,123,613</u>	<u>3,232,597</u>	<u>3,373,467</u>
Parks and Recreation Totals	<u>2,924,052</u>	<u>3,123,613</u>	<u>3,232,597</u>	<u>3,373,467</u>

Leon County Fiscal Year 2021 Tentative Budget

Facilities Management

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-150-519 Facilities Management</u>				
51200 Regular Salaries And Wages	1,592,876	1,574,782	1,641,317	1,689,866
51400 Overtime	44,830	53,000	53,000	53,000
51500 Special Pay	0	10,400	10,400	10,400
51530 Special Pay-Hurricane Irma	13,898	0	0	0
52100 Fica Taxes	116,402	121,186	126,245	129,969
52200 Retirement Contribution	143,447	136,624	172,403	177,575
52210 Deferred Compensation Match	7,782	7,655	7,655	7,655
52300 Life & Health Insurance	471,865	525,654	536,518	572,950
52400 Workers Compensation	41,827	37,396	46,926	48,338
53100 Professional Services	250	0	0	0
53400 Other Contractual Services	1,897,674	2,339,385	2,426,928	2,471,648
54000 Travel & Per Diem	0	10,674	4,330	10,674
54100 Communications	11,045	10,069	10,069	10,069
54101 Communication - Phone System	1,605	1,530	1,540	1,540
54102 DMS Centrex Billing	560	6,550	6,720	6,720
54200 Postage	329	200	200	200
54300 Utility Services	1,779,712	2,063,276	1,990,021	2,090,021
54400 Rentals And Leases	34,394	38,905	39,075	39,575
54505 Vehicle Coverage	11,521	11,623	13,208	13,340
54600 Repairs And Maintenance	769,436	782,402	630,359	802,693
54601 Vehicle Repair	35,431	49,520	54,850	54,850
54700 Printing And Binding	395	2,100	2,100	2,100
55100 Office Supplies	8,313	13,119	13,119	13,119
55200 Operating Supplies	154,270	104,350	104,350	104,350
55210 Fuel & Oil	39,473	45,915	41,565	41,565
55299 Reimbursable Supplies	250	0	0	0
55400 Publications, Subscriptions & Membe	3,560	4,856	5,506	5,506
55401 Training	1,067	7,350	4,074	11,200
56400 Machinery And Equipment	7,354	10,000	10,000	10,000
001-150-519 Totals	<u>7,189,567</u>	<u>7,968,521</u>	<u>7,952,478</u>	<u>8,378,923</u>
<u>001-152-519 Facilities - Detention Center</u>				
51200 Regular Salaries And Wages	0	625,056	365,102	376,022
52100 Fica Taxes	0	0	27,931	28,768
52200 Retirement Contribution	0	0	28,508	29,365
52300 Life & Health Insurance	0	0	130,733	139,814
52400 Workers Compensation	0	0	14,999	15,449
54300 Utility Services	0	293,837	1,215,530	1,248,996
54600 Repairs And Maintenance	0	1,776,415	660,885	680,712
001-152-519 Totals	<u>0</u>	<u>2,695,308</u>	<u>2,443,688</u>	<u>2,519,126</u>
<u>001-410-529 Public Safety Complex Facilities</u>				
51200 Regular Salaries And Wages	144,445	140,821	145,914	150,284
51400 Overtime	3,395	15,000	15,000	15,000
51530 Special Pay-Hurricane Irma	3,512	0	0	0
52100 Fica Taxes	10,858	10,935	11,326	11,659
52200 Retirement Contribution	12,657	11,928	14,565	15,000
52210 Deferred Compensation Match	301	0	0	0
52300 Life & Health Insurance	36,337	37,710	38,368	41,337
52400 Workers Compensation	5,120	3,982	5,673	5,843
53100 Professional Services	0	10,000	10,000	10,000
53400 Other Contractual Services	667,178	655,719	740,810	746,758
54000 Travel & Per Diem	1,506	2,000	811	2,000
54100 Communications	3,445	6,400	6,400	6,400
54200 Postage	0	250	250	250
54300 Utility Services	356,109	351,171	351,171	351,171
54400 Rentals And Leases	0	3,645	3,465	3,465
54500 Insurance	0	2,138	2,138	2,138
54506 Property Insurance	104,498	104,498	104,498	104,498
54600 Repairs And Maintenance	51,773	119,000	161,380	178,917

Leon County Fiscal Year 2021 Tentative Budget

Facilities Management

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
001-410-529 Public Safety Complex Facilities				
55100 Office Supplies	1,122	660	660	660
55200 Operating Supplies	85,044	41,940	41,940	41,940
55300 Road Materials And Supplies	-299	0	0	0
55400 Publications, Subscriptions & Membe	191	1,429	1,429	1,429
55401 Training	49	4,500	1,637	4,500
56400 Machinery And Equipment	18,923	82,765	10,000	80,000
001-410-529 Totals	<u>1,506,165</u>	<u>1,606,491</u>	<u>1,667,435</u>	<u>1,773,249</u>
165-154-519 County Government Annex				
51200 Regular Salaries And Wages	35,116	32,869	33,772	34,785
51400 Overtime	991	1,000	1,000	1,000
51500 Special Pay	0	600	600	600
51530 Special Pay-Hurricane Irma	226	0	0	0
52100 Fica Taxes	2,698	2,515	2,584	2,661
52200 Retirement Contribution	2,976	2,738	3,377	3,479
52210 Deferred Compensation Match	508	0	0	0
52300 Life & Health Insurance	7,748	8,347	16,281	17,414
52400 Workers Compensation	1,414	1,124	1,642	1,691
53100 Professional Services	60	60,000	60,000	60,000
53400 Other Contractual Services	231,032	267,672	317,049	288,926
54100 Communications	0	500	500	500
54600 Repairs And Maintenance	82,652	110,805	113,949	117,189
55200 Operating Supplies	6,608	6,972	7,176	7,386
165-154-519 Totals	<u>372,029</u>	<u>495,142</u>	<u>557,930</u>	<u>535,631</u>
166-155-519 Huntington Oaks Plaza Operating				
53100 Professional Services	0	10,090	15,000	15,157
53400 Other Contractual Services	26,209	26,120	40,370	40,370
54600 Repairs And Maintenance	41,094	42,750	42,750	42,750
54700 Printing And Binding	0	200	200	200
55200 Operating Supplies	3,603	7,375	7,375	7,375
166-155-519 Totals	<u>70,905</u>	<u>86,535</u>	<u>105,695</u>	<u>105,852</u>
Facilities Management Totals	<u>9,138,666</u>	<u>12,851,997</u>	<u>12,727,226</u>	<u>13,312,781</u>

Leon County Fiscal Year 2021 Tentative Budget

Real Estate Management

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-156-519 Real Estate Management</u>				
51200 Regular Salaries And Wages	110,270	88,480	91,201	93,905
51500 Special Pay	0	1,100	1,100	1,100
51530 Special Pay-Hurricane Irma	465	0	0	0
52100 Fica Taxes	7,846	6,820	7,003	7,209
52200 Retirement Contribution	9,085	7,403	9,012	9,282
52300 Life & Health Insurance	24,665	24,834	24,805	26,506
52400 Workers Compensation	238	134	191	197
53100 Professional Services	15,965	13,500	13,500	13,500
53400 Other Contractual Services	12,410	65,000	50,000	50,000
54100 Communications	361	432	432	432
54101 Communication - Phone System	0	20	200	200
54200 Postage	904	2,000	2,000	2,000
54505 Vehicle Coverage	0	293	333	336
54601 Vehicle Repair	121	1,345	1,755	1,755
54700 Printing And Binding	0	2,500	2,500	2,500
54900 Other Current Charges & Obligations	55,498	136,600	136,600	136,600
55100 Office Supplies	21	500	500	500
55200 Operating Supplies	645	2,400	2,400	2,400
55210 Fuel & Oil	0	550	550	550
55400 Publications, Subscriptions & Membe	84	200	200	200
55401 Training	110	1,000	364	1,000
58200 Aids To Private Organizations	11,400	0	0	0
001-156-519 Totals	<u>250,087</u>	<u>355,111</u>	<u>344,646</u>	<u>350,172</u>
<u>001-831-513 Tax Deed Applications</u>				
54900 Other Current Charges & Obligations	4,877	45,000	45,000	45,000
001-831-513 Totals	<u>4,877</u>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>
Real Estate Management Totals	<u>254,964</u>	<u>400,111</u>	<u>389,646</u>	<u>395,172</u>

Leon County Fiscal Year 2021 Tentative Budget

Planning Department

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-817-515 Planning Department</u>				
51200 Regular Salaries And Wages	104,989	85,020	87,500	90,055
51500 Special Pay	0	1,900	1,900	1,900
52100 Fica Taxes	6,873	5,213	5,538	5,575
52200 Retirement Contribution	21,719	21,006	23,237	23,935
52300 Life & Health Insurance	11,788	10,427	10,571	11,275
52400 Workers Compensation	235	126	181	186
58100 Aids To Government Agencies	929,535	1,021,597	953,378	972,446
001-817-515 Totals	<u>1,075,138</u>	<u>1,145,289</u>	<u>1,082,305</u>	<u>1,105,372</u>
Planning Department Totals	<u>1,075,138</u>	<u>1,145,289</u>	<u>1,082,305</u>	<u>1,105,372</u>

Leon County Fiscal Year 2021 Tentative Budget

Office of Management and Budget

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
001-130-513 Office of Management & Budget				
51200 Regular Salaries And Wages	474,035	477,964	456,814	505,700
51500 Special Pay	0	3,600	3,600	3,600
52100 Fica Taxes	34,547	37,199	38,410	39,431
52200 Retirement Contribution	55,199	61,596	57,952	59,553
52210 Deferred Compensation Match	0	1,293	1,293	1,293
52300 Life & Health Insurance	73,386	91,823	93,792	99,867
52400 Workers Compensation	1,015	731	1,045	1,073
53100 Professional Services	1,295	54,562	54,562	54,562
54000 Travel & Per Diem	2,310	7,199	2,920	7,199
54100 Communications	465	433	433	433
54101 Communication - Phone System	840	775	685	685
54200 Postage	74	115	115	115
54400 Rentals And Leases	7,307	7,720	7,645	7,645
54700 Printing And Binding	4,622	4,180	4,180	4,180
55100 Office Supplies	3,691	2,683	2,683	2,683
55200 Operating Supplies	1,253	1,711	1,711	1,711
55400 Publications, Subscriptions & Membe	2,248	575	575	575
55401 Training	198	1,323	481	1,323
58229 Tall Trust For Historic Preservation	63,175	63,175	63,175	63,175
001-130-513 Totals	<u>725,661</u>	<u>818,657</u>	<u>792,071</u>	<u>854,803</u>
Office of Management and Budget Totals	<u>725,661</u>	<u>818,657</u>	<u>792,071</u>	<u>854,803</u>

Leon County Fiscal Year 2021 Tentative Budget

Purchasing

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
001-140-513 Procurement				
51200 Regular Salaries And Wages	330,117	328,543	290,368	347,948
51400 Overtime	91	0	0	0
51500 Special Pay	0	7,100	7,100	7,100
51530 Special Pay-Hurricane Irma	729	0	0	0
52100 Fica Taxes	24,235	25,806	26,767	27,540
52200 Retirement Contribution	26,818	27,827	33,782	34,795
52210 Deferred Compensation Match	886	878	878	878
52300 Life & Health Insurance	50,242	62,364	58,412	61,543
52400 Workers Compensation	708	503	718	739
53400 Other Contractual Services	3,050	3,801	21,801	21,801
54000 Travel & Per Diem	990	6,763	2,743	6,763
54101 Communication - Phone System	830	740	855	855
54102 DMS Centrex Billing	30	175	175	175
54200 Postage	551	375	375	375
54300 Utility Services	-57,517	0	0	0
54400 Rentals And Leases	3,698	3,895	3,910	3,910
54505 Vehicle Coverage	398	379	431	435
54600 Repairs And Maintenance	493	1,412	1,412	1,412
54601 Vehicle Repair	322	477	865	865
54700 Printing And Binding	90	150	150	150
54900 Other Current Charges & Obligations	4,105	4,179	4,179	4,179
55100 Office Supplies	1,926	1,675	1,675	1,675
55200 Operating Supplies	4,372	2,405	2,405	2,405
55210 Fuel & Oil	333	550	550	550
55400 Publications, Subscriptions & Membe	1,067	1,430	1,430	1,430
55401 Training	4,196	4,813	1,751	4,813
56400 Machinery And Equipment	0	0	5,880	0
001-140-513 Totals	<u>402,760</u>	<u>486,240</u>	<u>468,612</u>	<u>532,336</u>
001-141-513 Warehouse				
51200 Regular Salaries And Wages	79,369	74,068	72,478	74,652
51400 Overtime	453	0	0	0
51500 Special Pay	0	800	800	800
51530 Special Pay-Hurricane Irma	202	0	0	0
52100 Fica Taxes	5,793	5,942	5,917	6,084
52200 Retirement Contribution	9,146	9,051	7,248	7,465
52210 Deferred Compensation Match	1,004	1,641	1,641	1,641
52300 Life & Health Insurance	15,585	19,896	21,362	22,501
52400 Workers Compensation	3,164	2,575	3,524	3,630
53400 Other Contractual Services	1,560	884	884	884
54100 Communications	0	456	456	456
54600 Repairs And Maintenance	0	426	426	426
54601 Vehicle Repair	110	837	930	930
55100 Office Supplies	179	300	300	300
55200 Operating Supplies	333	615	1,165	1,165
55210 Fuel & Oil	1,175	0	0	0
55299 Reimbursable Supplies	233	0	0	0
001-141-513 Totals	<u>118,305</u>	<u>117,491</u>	<u>117,131</u>	<u>120,934</u>
Purchasing Totals	<u>521,065</u>	<u>603,731</u>	<u>585,743</u>	<u>653,270</u>

Leon County Fiscal Year 2021 Tentative Budget

Risk Management

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
501-132-513 Risk Management				
51200 Regular Salaries And Wages	88,440	90,295	92,899	95,581
51500 Special Pay	0	1,600	1,600	1,600
52100 Fica Taxes	6,478	6,933	7,132	7,338
52200 Retirement Contribution	11,999	12,655	15,180	15,635
52300 Life & Health Insurance	16,246	17,148	17,369	18,525
52400 Workers Compensation	189	133	190	196
53100 Professional Services	77,839	72,344	72,344	72,344
54000 Travel & Per Diem	1,515	1,900	1,900	1,900
54100 Communications	51	360	360	360
54101 Communication - Phone System	320	290	275	275
54200 Postage	16	160	160	160
55100 Office Supplies	96	300	300	300
55200 Operating Supplies	183	950	950	950
55400 Publications, Subscriptions & Membe	671	1,025	1,025	1,025
55401 Training	700	900	900	900
501-132-513 Totals	<u>204,743</u>	<u>206,993</u>	<u>212,584</u>	<u>217,089</u>
Risk Management Totals	<u>204,743</u>	<u>206,993</u>	<u>212,584</u>	<u>217,089</u>

Leon County Fiscal Year 2021 Tentative Budget

Tourism Development

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-888-573 COCA Contract</u>				
58215 Local Arts Agency Program (837)	150,000	150,000	150,000	150,000
001-888-573 Totals	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>
<u>160-301-552 Administration</u>				
51200 Regular Salaries And Wages	230,586	228,062	231,157	238,185
51250 Regular OPS Salaries	16,425	16,386	16,878	17,384
51500 Special Pay	0	1,100	1,100	1,100
51530 Special Pay-Hurricane Irma	45	0	0	0
52100 Fica Taxes	18,206	18,980	19,255	19,830
52200 Retirement Contribution	40,502	42,359	49,284	50,762
52210 Deferred Compensation Match	477	766	766	766
52300 Life & Health Insurance	32,971	33,444	33,978	36,266
52400 Workers Compensation	562	378	535	550
53400 Other Contractual Services	131,533	160,700	136,000	161,000
54000 Travel & Per Diem	6,826	7,500	5,000	7,500
54100 Communications	0	480	480	480
54101 Communication - Phone System	280	265	270	270
54102 DMS Centrex Billing	100	1,185	1,180	1,180
54400 Rentals And Leases	7,905	50,000	8,275	8,275
54505 Vehicle Coverage	384	366	416	420
54600 Repairs And Maintenance	1,150	34,000	5,000	34,000
54601 Vehicle Repair	303	580	840	840
54860 TDC Direct Sales Promotions	895	0	0	0
54900 Other Current Charges & Obligations	1,748	1,971	1,971	2,000
55100 Office Supplies	890	1,000	1,000	1,000
55200 Operating Supplies	433	3,000	3,000	3,000
55210 Fuel & Oil	188	415	345	345
55400 Publications, Subscriptions & Membe	2,833	2,300	2,000	2,300
55401 Training	971	3,000	2,000	3,000
160-301-552 Totals	<u>496,217</u>	<u>608,237</u>	<u>520,730</u>	<u>590,453</u>
<u>160-302-552 Advertising</u>				
53400 Other Contractual Services	1,541,164	1,616,473	840,710	618,448
160-302-552 Totals	<u>1,541,164</u>	<u>1,616,473</u>	<u>840,710</u>	<u>618,448</u>
<u>160-303-552 Marketing</u>				
51200 Regular Salaries And Wages	423,333	456,399	483,941	498,551
51250 Regular OPS Salaries	16,425	16,386	16,878	17,384
51500 Special Pay	0	2,000	2,000	2,000
52100 Fica Taxes	32,691	37,276	39,970	41,127
52200 Retirement Contribution	34,674	40,308	50,394	51,904
52300 Life & Health Insurance	36,230	73,799	58,387	61,011
52400 Workers Compensation	1,625	1,417	1,933	1,991
53400 Other Contractual Services	115,078	125,500	65,200	135,000
54000 Travel & Per Diem	60,939	72,925	31,558	100,000
54100 Communications	4,729	7,823	6,623	7,823
54101 Communication - Phone System	1,225	1,140	1,090	1,090
54200 Postage	5,741	43,700	6,700	20,000
54400 Rentals And Leases	1,970	8,420	8,420	8,275
54700 Printing And Binding	14,013	16,500	5,000	16,500
54800 Promotional Activities	101,269	67,000	26,557	77,000
54860 TDC Direct Sales Promotions	41,499	52,290	30,000	56,500
54861 TDC Community Relations	12,956	38,000	15,000	38,000
54862 TDC Merchandise	9,728	7,500	6,000	12,500
54900 Other Current Charges & Obligations	494,565	540,000	413,029	115,000
54948 Other Current Charges / Other	70,000	315,000	215,000	265,000
55100 Office Supplies	3,677	3,700	3,000	3,700
55200 Operating Supplies	2,539	5,000	4,000	5,000
55250 Operating Supplies / Uniforms	3,255	4,500	3,500	5,500
55400 Publications, Subscriptions & Membe	17,481	24,028	13,000	24,028

Leon County Fiscal Year 2021 Tentative Budget

Tourism Development

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>160-303-552 Marketing</u>				
55401 Training	2,679	10,000	3,000	10,000
58160 TDC Local T&E	1,139	1,500	1,500	2,500
58300 Other Grants & Aids	750	0	0	0
58320 Sponsorships & Contributions	19,895	36,000	30,000	45,000
160-303-552 Totals	<u>1,530,106</u>	<u>2,008,111</u>	<u>1,541,680</u>	<u>1,622,384</u>
<u>160-304-552 Special Projects</u>				
58300 Other Grants & Aids	530,055	765,000	450,000	615,000
160-304-552 Totals	<u>530,055</u>	<u>765,000</u>	<u>450,000</u>	<u>615,000</u>
<u>160-305-552 1 Cent Expenses</u>				
58100 Aids To Government Agencies	189,000	0	0	0
160-305-552 Totals	<u>189,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>160-888-573 Council on Culture & Arts (COCA)</u>				
58214 Cultural Resource Grant Prog (837)	660,801	0	0	0
58215 Local Arts Agency Program (837)	1,382,056	1,168,462	877,347	903,667
160-888-573 Totals	<u>2,042,858</u>	<u>1,168,462</u>	<u>877,347</u>	<u>903,667</u>
Tourism Development Totals	<u>6,479,399</u>	<u>6,316,283</u>	<u>4,380,467</u>	<u>4,499,952</u>

Leon County Fiscal Year 2021 Tentative Budget

Library Services

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-240-571 Lib - Policy, Planning, & Operations</u>				
51200 Regular Salaries And Wages	332,201	303,294	265,278	271,138
51400 Overtime	144	0	0	0
51500 Special Pay	0	2,900	2,900	2,900
51530 Special Pay-Hurricane Irma	1,088	0	0	0
52100 Fica Taxes	23,882	23,300	20,392	20,840
52200 Retirement Contribution	42,232	41,507	43,394	44,486
52210 Deferred Compensation Match	196	1,203	1,203	1,203
52300 Life & Health Insurance	82,773	92,420	82,520	88,096
52400 Workers Compensation	730	463	563	575
53100 Professional Services	264,492	295,279	99,840	99,840
53400 Other Contractual Services	3,622	3,950	3,950	3,950
54000 Travel & Per Diem	1,486	1,500	608	1,500
54100 Communications	2,677	1,980	1,980	1,980
54101 Communication - Phone System	6,385	5,925	5,080	5,080
54102 DMS Centrex Billing	605	6,920	6,500	6,500
54200 Postage	19,005	17,659	17,659	17,659
54400 Rentals And Leases	44,013	42,720	43,230	43,230
54600 Repairs And Maintenance	143	600	600	600
54700 Printing And Binding	448	500	500	500
54800 Promotional Activities	1,918	2,500	2,500	2,500
54900 Other Current Charges & Obligations	-12	0	0	0
55100 Office Supplies	15,423	15,540	15,540	15,540
55200 Operating Supplies	38,582	38,062	38,062	38,062
55400 Publications, Subscriptions & Membe	3,889	6,730	6,730	6,730
55401 Training	1,524	4,708	1,713	4,708
001-240-571 Totals	<u>887,444</u>	<u>909,660</u>	<u>660,742</u>	<u>677,617</u>
<u>001-241-571 Library Public Services</u>				
51200 Regular Salaries And Wages	3,021,602	3,144,704	2,849,437	2,931,608
51250 Regular OPS Salaries	26,789	24,717	24,717	24,717
51400 Overtime	900	0	0	0
51500 Special Pay	0	9,300	9,300	9,300
51530 Special Pay-Hurricane Irma	13,458	0	0	0
52100 Fica Taxes	223,401	245,250	222,307	228,595
52200 Retirement Contribution	265,044	275,980	305,552	314,312
52210 Deferred Compensation Match	9,202	13,450	13,450	13,450
52300 Life & Health Insurance	623,906	750,407	664,350	707,837
52400 Workers Compensation	6,552	4,890	6,165	6,339
53400 Other Contractual Services	41,335	47,983	47,983	47,983
54000 Travel & Per Diem	4,777	3,397	1,378	3,397
54100 Communications	48	1,200	1,200	1,200
54505 Vehicle Coverage	3,499	1,803	2,049	2,069
54600 Repairs And Maintenance	23,458	36,639	37,129	37,628
54601 Vehicle Repair	2,344	4,125	4,080	4,080
54700 Printing And Binding	1,416	7,500	7,500	7,500
54800 Promotional Activities	834	850	850	850
54900 Other Current Charges & Obligations	1,220	1,695	1,695	1,695
55100 Office Supplies	19,289	33,073	33,073	33,073
55200 Operating Supplies	42,881	44,382	44,382	44,382
55210 Fuel & Oil	3,410	4,205	4,195	4,195
55400 Publications, Subscriptions & Membe	2,135	2,495	2,495	2,495
55401 Training	2,735	3,586	1,304	3,586
001-241-571 Totals	<u>4,340,237</u>	<u>4,661,631</u>	<u>4,284,591</u>	<u>4,430,291</u>
<u>001-242-571 Library Collection Services</u>				
51200 Regular Salaries And Wages	497,817	551,603	579,136	596,512
51400 Overtime	173	0	0	0
51500 Special Pay	0	2,100	2,100	2,100
51530 Special Pay-Hurricane Irma	913	0	0	0
52100 Fica Taxes	35,418	42,667	44,746	46,075

Leon County Fiscal Year 2021 Tentative Budget

Library Services

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
001-242-571 Library Collection Services				
52200 Retirement Contribution	40,996	46,720	57,914	59,649
52210 Deferred Compensation Match	2,101	2,626	2,626	2,626
52300 Life & Health Insurance	157,738	182,783	177,417	189,670
52400 Workers Compensation	2,721	2,430	3,274	3,372
53400 Other Contractual Services	120,558	122,722	118,773	121,312
54000 Travel & Per Diem	363	90	37	90
54200 Postage	1,875	2,000	2,000	2,000
54600 Repairs And Maintenance	0	1,100	1,100	1,100
54700 Printing And Binding	907	5,550	1,000	1,000
55100 Office Supplies	522	4,133	4,133	4,133
55200 Operating Supplies	24,590	36,482	20,640	20,640
55400 Publications, Subscriptions & Membe	1,590	3,795	3,795	3,795
55401 Training	4,125	4,523	1,645	4,523
56600 Books, Publications & Libr Material	618,111	632,505	632,505	632,505
001-242-571 Totals	<u>1,510,521</u>	<u>1,643,829</u>	<u>1,652,841</u>	<u>1,691,102</u>
Library Services Totals	<u>6,738,201</u>	<u>7,215,120</u>	<u>6,598,174</u>	<u>6,799,010</u>

Leon County Fiscal Year 2021 Tentative Budget

Emergency Medical Services

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
135-185-526 Emergency Medical Services				
51200 Regular Salaries And Wages	6,923,778	5,887,775	7,207,395	7,381,872
51250 Regular OPS Salaries	643,983	375,001	390,875	391,351
51400 Overtime	342,322	1,251,175	1,278,513	1,278,513
51500 Special Pay	7,425	15,000	15,000	15,000
52100 Fica Taxes	502,815	557,309	586,174	598,981
52200 Retirement Contribution	1,652,368	1,707,955	1,761,363	1,799,581
52210 Deferred Compensation Match	15,414	16,620	16,620	16,620
52300 Life & Health Insurance	1,262,564	1,467,754	1,563,830	1,666,408
52400 Workers Compensation	328,320	298,636	382,060	390,010
53100 Professional Services	15,363	56,580	56,580	56,580
53400 Other Contractual Services	4,324,921	4,338,289	4,323,473	4,339,097
54000 Travel & Per Diem	11,046	14,800	14,800	14,800
54100 Communications	56,961	57,200	57,200	57,200
54101 Communication - Phone System	5,935	5,460	6,280	6,280
54102 DMS Centrex Billing	75	1,100	525	525
54200 Postage	1,888	2,000	2,000	2,000
54300 Utility Services	3,404	60,000	60,000	60,000
54400 Rentals And Leases	8,546	11,715	8,690	8,690
54505 Vehicle Coverage	106,549	108,377	123,154	124,386
54600 Repairs And Maintenance	51,723	146,122	146,122	146,122
54601 Vehicle Repair	440,332	440,350	457,445	457,445
54700 Printing And Binding	4,715	10,000	10,000	10,000
54800 Promotional Activities	22,584	23,500	23,500	23,500
54900 Other Current Charges & Obligations	0	0	600,000	600,000
55100 Office Supplies	3,939	8,015	8,015	8,015
55200 Operating Supplies	760,724	732,415	743,440	743,440
55210 Fuel & Oil	303,314	388,090	372,290	372,290
55400 Publications, Subscriptions & Membe	1,011	7,925	7,925	7,925
55401 Training	64,843	60,600	75,600	75,600
56400 Machinery And Equipment	13,614	0	38,000	38,000
135-185-526 Totals	<u>17,880,477</u>	<u>18,049,763</u>	<u>20,336,869</u>	<u>20,690,231</u>
Emergency Medical Services Totals	<u>17,880,477</u>	<u>18,049,763</u>	<u>20,336,869</u>	<u>20,690,231</u>

Leon County Fiscal Year 2021 Tentative Budget

Animal Control

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>140-201-562 Animal Control</u>				
51200 Regular Salaries And Wages	327,503	306,487	325,231	333,669
51400 Overtime	8,824	24,479	24,479	24,479
51500 Special Pay	0	8,800	8,800	8,800
51530 Special Pay-Hurricane Irma	5,130	0	0	0
52100 Fica Taxes	24,719	24,195	26,001	26,645
52200 Retirement Contribution	26,915	25,407	32,231	33,075
52210 Deferred Compensation Match	616	1,312	1,312	1,312
52300 Life & Health Insurance	49,969	84,778	87,041	92,022
52400 Workers Compensation	5,138	4,405	6,439	6,606
53300 Court Reporter Services	0	4,170	4,170	4,170
53400 Other Contractual Services	1,087,852	959,100	1,144,309	1,175,942
54000 Travel & Per Diem	267	342	139	342
54100 Communications	4,112	4,200	5,880	5,880
54101 Communication - Phone System	1,175	1,085	1,095	1,095
54200 Postage	30	300	300	300
54300 Utility Services	484	0	0	0
54505 Vehicle Coverage	5,279	6,630	7,534	7,609
54600 Repairs And Maintenance	0	400	400	400
54601 Vehicle Repair	15,674	13,757	18,720	18,720
54700 Printing And Binding	313	1,800	1,800	1,800
54800 Promotional Activities	854	3,500	3,500	3,500
54908 Other Current Charges & Obligations	0	1,200	1,200	1,200
55100 Office Supplies	1,630	1,397	1,397	1,397
55200 Operating Supplies	9,447	10,392	10,392	10,392
55210 Fuel & Oil	20,160	30,265	27,615	27,615
55400 Publications, Subscriptions & Membe	295	733	733	733
55401 Training	4,115	9,720	3,922	10,781
58226 St Francis Wildlife Assn (851)	71,250	71,250	71,250	71,250
140-201-562 Totals	<u>1,671,752</u>	<u>1,600,104</u>	<u>1,815,890</u>	<u>1,869,734</u>
Animal Control Totals	<u>1,671,752</u>	<u>1,600,104</u>	<u>1,815,890</u>	<u>1,869,734</u>

Leon County Fiscal Year 2021 Tentative Budget

County Probation

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-888-523 Line Item - Detention/Correction</u>				
58230 Disc Village/JAC	222,759	222,759	222,759	222,759
58253 Domestic Violence Coordinating Council	25,000	25,000	25,000	25,000
001-888-523 Totals	<u>247,759</u>	<u>247,759</u>	<u>247,759</u>	<u>247,759</u>
<u>110-508-569 Diversionary Programs</u>				
53400 Other Contractual Services	100,000	100,000	100,000	100,000
110-508-569 Totals	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
<u>111-542-523 County Probation</u>				
51200 Regular Salaries And Wages	726,877	797,974	781,482	840,491
51400 Overtime	1,351	0	0	0
51500 Special Pay	0	9,200	9,200	9,200
51530 Special Pay-Hurricane Irma	2,485	0	0	0
52100 Fica Taxes	51,593	61,488	62,795	64,572
52200 Retirement Contribution	63,322	65,854	84,955	87,370
52210 Deferred Compensation Match	1,341	3,169	3,169	3,169
52300 Life & Health Insurance	189,631	244,096	218,206	233,962
52400 Workers Compensation	22,641	22,394	29,350	30,176
53400 Other Contractual Services	3,706	4,220	4,470	4,470
54000 Travel & Per Diem	1,995	2,459	2,459	2,459
54100 Communications	36	636	636	636
54101 Communication - Phone System	6,510	5,880	6,100	6,100
54200 Postage	263	2,359	2,359	2,359
54400 Rentals And Leases	3,863	4,220	4,690	4,690
54700 Printing And Binding	571	790	790	790
54948 Other Current Charges / Other	480	0	0	0
55100 Office Supplies	2,028	6,131	6,131	6,131
55200 Operating Supplies	4,190	10,445	10,295	10,295
55400 Publications, Subscriptions & Membe	300	400	300	300
55401 Training	508	1,480	538	1,480
111-542-523 Totals	<u>1,083,693</u>	<u>1,243,195</u>	<u>1,227,925</u>	<u>1,308,650</u>
County Probation Totals	<u>1,431,452</u>	<u>1,590,954</u>	<u>1,575,684</u>	<u>1,656,409</u>

Leon County Fiscal Year 2021 Tentative Budget

Supervised Pretrial Release

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
111-544-523 Pretrial Release				
51200 Regular Salaries And Wages	650,404	630,468	650,167	669,673
51400 Overtime	13,738	0	0	0
51500 Special Pay	0	4,700	4,700	4,700
51530 Special Pay-Hurricane Irma	2,386	0	0	0
52100 Fica Taxes	48,547	48,379	49,983	51,478
52200 Retirement Contribution	55,217	53,400	65,016	66,967
52210 Deferred Compensation Match	543	654	654	654
52300 Life & Health Insurance	165,296	178,072	193,201	206,352
52400 Workers Compensation	21,038	17,695	24,014	24,737
53400 Other Contractual Services	51,093	64,000	65,400	65,400
53450 Other Contractual Services - GPS	153,750	373,151	373,151	373,151
54000 Travel & Per Diem	1,138	3,099	3,099	3,099
54100 Communications	388	1,241	1,241	1,241
54101 Communication - Phone System	2,860	2,640	2,675	2,675
54102 DMS Centrex Billing	45	530	525	525
54200 Postage	224	2,000	2,000	2,000
54400 Rentals And Leases	7,215	7,175	6,380	6,380
54700 Printing And Binding	340	459	459	459
54900 Other Current Charges & Obligations	61,986	0	0	0
54948 Other Current Charges / Other	444	0	0	0
55100 Office Supplies	477	2,100	2,100	2,100
55200 Operating Supplies	2,401	7,016	6,881	6,881
55400 Publications, Subscriptions & Membe	25	140	275	275
56400 Machinery And Equipment	0	3,200	0	0
111-544-523 Totals	<u>1,239,555</u>	<u>1,400,119</u>	<u>1,451,921</u>	<u>1,488,747</u>
Supervised Pretrial Release Totals	<u>1,239,555</u>	<u>1,400,119</u>	<u>1,451,921</u>	<u>1,488,747</u>

Leon County Fiscal Year 2021 Tentative Budget

Veteran Services

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
001-390-553 Veteran Services				
51200 Regular Salaries And Wages	116,312	134,676	132,922	136,894
51400 Overtime	213	1,200	1,200	1,200
51500 Special Pay	0	1,100	1,100	1,100
51530 Special Pay-Hurricane Irma	552	0	0	0
52100 Fica Taxes	8,321	10,578	10,443	10,748
52200 Retirement Contribution	9,395	11,361	13,238	13,635
52210 Deferred Compensation Match	0	1,531	1,531	1,531
52300 Life & Health Insurance	29,156	39,667	43,365	46,107
52400 Workers Compensation	255	205	281	289
54000 Travel & Per Diem	2,847	7,550	3,062	7,550
54101 Communication - Phone System	1,245	1,135	1,140	1,140
54200 Postage	292	750	750	750
54400 Rentals And Leases	4,148	4,040	0	0
54600 Repairs And Maintenance	0	160	160	160
54700 Printing And Binding	335	1,000	1,000	1,000
54800 Promotional Activities	786	800	800	800
54900 Other Current Charges & Obligations	1,596	1,725	1,750	1,750
55100 Office Supplies	1,494	1,940	1,500	1,500
55200 Operating Supplies	208	250	300	300
55400 Publications, Subscriptions & Membe	124	330	280	280
55401 Training	556	700	255	700
58256 Veterans Day Parade	5,000	5,000	5,000	5,000
58258 Operation Thank You!	15,846	15,900	20,900	20,900
58261 Honor Flight	20,000	20,000	20,000	20,000
58264 North Florida Homeless Veterans Stand Down	10,000	10,000	10,000	10,000
58349 Military Personnel Grant Program	75,000	100,000	33,000	33,000
001-390-553 Totals	<u>303,679</u>	<u>371,598</u>	<u>303,977</u>	<u>316,334</u>
Veteran Services Totals	<u>303,679</u>	<u>371,598</u>	<u>303,977</u>	<u>316,334</u>

Leon County Fiscal Year 2021 Tentative Budget

Housing Services

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-371-519 Housing Services</u>				
53400 Other Contractual Services	5,166	0	0	0
54800 Promotional Activities	804	0	0	0
001-371-519 Totals	<u>5,970</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>001-371-569 Housing Services</u>				
51200 Regular Salaries And Wages	411,393	374,990	341,414	350,330
51250 Regular OPS Salaries	1,325	15,000	29,120	29,120
51400 Overtime	812	2,000	2,000	2,000
51500 Special Pay	115	3,700	3,700	3,700
51530 Special Pay-Hurricane Irma	2,482	0	0	0
52100 Fica Taxes	30,341	29,093	28,257	28,942
52200 Retirement Contribution	31,292	30,130	33,695	34,522
52210 Deferred Compensation Match	554	985	985	985
52300 Life & Health Insurance	64,679	68,883	86,289	92,312
52400 Workers Compensation	880	570	763	780
53400 Other Contractual Services	476	652	588	588
54000 Travel & Per Diem	4,323	5,800	2,824	6,961
54100 Communications	276	420	456	456
54101 Communication - Phone System	1,390	1,275	1,555	1,555
54102 DMS Centrex Billing	60	705	705	705
54200 Postage	1,550	800	1,600	1,600
54400 Rentals And Leases	3,724	5,650	4,070	4,070
54505 Vehicle Coverage	587	559	636	642
54600 Repairs And Maintenance	0	200	2,235	2,235
54601 Vehicle Repair	375	1,566	1,830	1,830
54700 Printing And Binding	910	2,500	2,500	2,500
54800 Promotional Activities	2,237	3,000	3,511	3,511
54900 Other Current Charges & Obligations	9,226	16,800	2,800	2,800
55100 Office Supplies	2,491	4,700	3,522	3,522
55200 Operating Supplies	4,079	4,283	23,451	23,451
55210 Fuel & Oil	1,046	1,185	1,240	1,240
55400 Publications, Subscriptions & Membe	795	5,800	10,800	10,800
55401 Training	950	4,350	1,128	3,100
585000 Housing Grants & Aids	17,910	0	10,000	10,000
587000 Rental Housing	882	0	0	0
001-371-569 Totals	<u>597,160</u>	<u>585,596</u>	<u>601,674</u>	<u>624,257</u>
<u>124-932048-554 SHIP 2015-2018</u>				
585000 Housing Grants & Aids	-17	0	0	0
124-932048-554 Totals	<u>-17</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>124-932049-554 SHIP 2016-2019</u>				
54900 Other Current Charges & Obligations	19,875	0	0	0
56400 Machinery And Equipment	9,902	0	0	0
585000 Housing Grants & Aids	467,527	0	0	0
124-932049-554 Totals	<u>497,304</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>124-932051-554 SHIP Housing Counseling Fund</u>				
584001 Tallahassee Lenders Consortium	6,899	0	0	0
124-932051-554 Totals	<u>6,899</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>124-932052-554 SHIP 2017-2020</u>				
584001 Tallahassee Lenders Consortium	32,000	0	0	0
585000 Housing Grants & Aids	212,082	0	0	0
587000 Rental Housing	4,203	0	0	0
124-932052-554 Totals	<u>248,285</u>	<u>0</u>	<u>0</u>	<u>0</u>

Leon County Fiscal Year 2021 Tentative Budget

Housing Services

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>124-932053-554 SHIP 2018-2021</u>				
584001 Tallahassee Lenders Consortium	77,000	0	0	0
585000 Housing Grants & Aids	173,776	0	0	0
124-932053-554 Totals	<u>250,776</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>124-932054-554 SHIP 2019-2022</u>				
585000 Housing Grants & Aids	0	175,000	0	0
124-932054-554 Totals	<u>0</u>	<u>175,000</u>	<u>0</u>	<u>0</u>
<u>124-932056-554 SHIP 2020-2023</u>				
585000 Housing Grants & Aids	0	0	85,000	85,000
124-932056-554 Totals	<u>0</u>	<u>0</u>	<u>85,000</u>	<u>85,000</u>
Housing Services Totals	<u>1,606,377</u>	<u>760,596</u>	<u>686,674</u>	<u>709,257</u>

Leon County Fiscal Year 2021 Tentative Budget

Human Services

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-190-562 Health Department</u>				
58100 Aids To Government Agencies	296,681	237,345	237,345	237,345
001-190-562 Totals	<u>296,681</u>	<u>237,345</u>	<u>237,345</u>	<u>237,345</u>
<u>001-370-527 Medical Examiner</u>				
54506 Property Insurance	0	2,750	2,750	2,750
58346 Medical Examiner	761,858	433,982	581,416	592,770
58351 Medical Examiner Facility Operating Costs	24,665	103,709	133,709	103,709
001-370-527 Totals	<u>786,524</u>	<u>540,441</u>	<u>717,875</u>	<u>699,229</u>
<u>001-370-562 Tubercular Care & Child Protection Exams</u>				
58340 Tubercular Care-transportation	0	2,000	2,000	2,000
58342 Child Protection Exams	55,250	59,000	59,000	59,000
58344 Human Service Grants	-20,000	0	0	0
001-370-562 Totals	<u>35,250</u>	<u>61,000</u>	<u>61,000</u>	<u>61,000</u>
<u>001-370-563 Baker Act & Marchman Act</u>				
53101 Baker Act Payments	369,892	366,462	366,462	366,462
53102 Mental Health & Alcohol	268,264	271,694	271,694	271,694
001-370-563 Totals	<u>638,156</u>	<u>638,156</u>	<u>638,156</u>	<u>638,156</u>
<u>001-370-564 Medicaid & Indigent Burials</u>				
58341 Indigent Burial	70,247	64,400	84,400	84,400
58343 Medicaid	3,099,998	3,271,272	3,430,403	3,584,085
001-370-564 Totals	<u>3,170,246</u>	<u>3,335,672</u>	<u>3,514,803</u>	<u>3,668,485</u>
<u>001-370-569 CHSP & Emergency Assistance</u>				
51200 Regular Salaries And Wages	41,123	42,195	8,884	39,773
52100 Fica Taxes	2,804	3,228	3,043	3,043
52200 Retirement Contribution	3,420	3,574	3,977	3,977
52210 Deferred Compensation Match	0	112	112	112
52300 Life & Health Insurance	12,280	16,350	16,519	17,647
52400 Workers Compensation	88	65	85	85
53100 Professional Services	75,000	0	0	0
54100 Communications	1,028	1,250	1,000	1,000
54600 Repairs And Maintenance	2,875	6,000	43,210	43,210
54900 Other Current Charges & Obligations	0	1,000	1,000	1,000
55200 Operating Supplies	1,472	5,000	5,000	5,000
58246 United Partners for Human Services	23,750	23,750	23,750	23,750
58247 Whole Child Leon	38,000	38,000	38,000	38,000
58344 Human Service Grants	1,445,319	1,300,000	1,445,000	1,445,000
58345 Emergency Assistance	40,000	40,000	102,000	102,000
001-370-569 Totals	<u>1,687,159</u>	<u>1,480,524</u>	<u>1,691,580</u>	<u>1,723,597</u>
<u>001-971-562 Primary Health Care</u>				
51200 Regular Salaries And Wages	50,604	49,652	50,770	52,293
51500 Special Pay	0	900	900	900
52100 Fica Taxes	3,241	3,897	3,982	4,099
52200 Retirement Contribution	4,101	4,206	5,077	5,229
52300 Life & Health Insurance	18,873	20,929	21,178	22,550
52400 Workers Compensation	109	76	108	111
53400 Other Contractual Services	11,000	6,000	0	0
54200 Postage	99	250	250	250
54800 Promotional Activities	45	500	500	500
54900 Other Current Charges & Obligations	1,696,102	1,739,582	1,739,582	1,589,582
55100 Office Supplies	393	780	780	780
55200 Operating Supplies	283	500	500	500
55400 Publications, Subscriptions & Membe	0	250	250	250

Leon County Fiscal Year 2021 Tentative Budget

Human Services

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-971-562 Primary Health Care</u>				
55401 Training	0	500	182	500
001-971-562 Totals	<u>1,784,849</u>	<u>1,828,022</u>	<u>1,824,059</u>	<u>1,677,544</u>
Human Services Totals	<u>8,398,865</u>	<u>8,121,160</u>	<u>8,684,818</u>	<u>8,705,356</u>

Leon County Fiscal Year 2021 Tentative Budget

Cooperative Extension

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-361-537 Cooperative Extension</u>				
54101 Communication - Phone System	1,570	1,495	1,295	1,295
54102 DMS Centrex Billing	45	530	525	525
54505 Vehicle Coverage	799	401	456	461
54601 Vehicle Repair	0	1,296	1,270	1,270
55210 Fuel & Oil	589	690	715	715
58100 Aids To Government Agencies	367,683	425,311	438,070	451,212
001-361-537 Totals	<u>370,686</u>	<u>429,723</u>	<u>442,331</u>	<u>455,478</u>
Cooperative Extension Totals	<u>370,686</u>	<u>429,723</u>	<u>442,331</u>	<u>455,478</u>

Leon County Fiscal Year 2021 Tentative Budget

Office of Sustainability

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
001-127-513 Office of Sustainability				
51200 Regular Salaries And Wages	117,081	119,436	119,717	123,284
51250 Regular OPS Salaries	10,891	26,478	26,478	27,272
51400 Overtime	40	0	0	0
51530 Special Pay-Hurricane Irma	369	0	0	0
52100 Fica Taxes	9,586	11,163	11,598	11,931
52200 Retirement Contribution	10,474	9,980	11,811	12,166
52210 Deferred Compensation Match	209	0	0	0
52300 Life & Health Insurance	17,652	24,898	14,514	15,109
52400 Workers Compensation	272	222	309	319
53100 Professional Services	23,480	23,480	23,480	23,480
53400 Other Contractual Services	26,606	21,375	0	0
54000 Travel & Per Diem	1,925	3,150	1,278	3,150
54101 Communication - Phone System	100	95	75	75
54300 Utility Services	0	500	500	500
54505 Vehicle Coverage	401	382	434	438
54600 Repairs And Maintenance	32	5,500	5,500	5,500
54601 Vehicle Repair	0	571	465	465
54700 Printing And Binding	825	1,200	1,200	1,200
54800 Promotional Activities	18,170	36,150	57,525	57,525
54900 Other Current Charges & Obligations	16,955	3,500	23,500	3,500
55100 Office Supplies	0	250	250	250
55200 Operating Supplies	10,296	23,995	23,995	23,995
55210 Fuel & Oil	0	90	0	0
55400 Publications, Subscriptions & Membe	7,579	7,935	7,935	7,935
55401 Training	280	2,200	800	2,200
001-127-513 Totals	<u>273,224</u>	<u>322,550</u>	<u>331,364</u>	<u>320,294</u>
Office of Sustainability Totals	<u>273,224</u>	<u>322,550</u>	<u>331,364</u>	<u>320,294</u>

Leon County Fiscal Year 2021 Tentative Budget

Solid Waste

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>401-416-534 Yard Waste</u>				
51200 Regular Salaries And Wages	47,168	33,740	44,844	46,189
51400 Overtime	557	3,900	3,900	3,900
51530 Special Pay-Hurricane Irma	599	0	0	0
52100 Fica Taxes	3,431	2,608	3,434	3,537
52200 Retirement Contribution	3,125	2,858	4,485	4,618
52210 Deferred Compensation Match	0	997	997	997
52300 Life & Health Insurance	14,679	17,234	17,194	18,385
52400 Workers Compensation	4,236	2,171	3,738	3,851
53400 Other Contractual Services	198,247	298,263	313,862	324,854
54400 Rentals And Leases	345	1,650	1,650	1,650
54600 Repairs And Maintenance	17,575	7,500	7,500	7,500
54900 Other Current Charges & Obligations	0	5,500	200	200
55200 Operating Supplies	177	1,460	1,260	1,260
55210 Fuel & Oil	0	10,000	0	0
55401 Training	0	300	500	500
401-416-534 Totals	290,138	388,181	403,564	417,441
<u>401-437-534 Rural Waste Service Centers</u>				
51200 Regular Salaries And Wages	310,617	225,245	252,332	259,900
51250 Regular OPS Salaries	11,526	24,950	24,950	24,950
51400 Overtime	15,016	25,000	25,000	25,000
51500 Special Pay	0	2,100	2,100	2,100
51530 Special Pay-Hurricane Irma	2,944	0	0	0
52100 Fica Taxes	24,993	19,310	21,477	22,057
52200 Retirement Contribution	27,549	18,823	27,883	28,719
52210 Deferred Compensation Match	942	1,093	1,093	1,093
52300 Life & Health Insurance	66,994	111,528	119,759	127,905
52400 Workers Compensation	28,975	15,888	22,859	23,491
53200 Accounting And Auditing	16	0	0	0
53400 Other Contractual Services	88,557	69,074	83,126	83,126
54000 Travel & Per Diem	0	150	150	150
54100 Communications	0	2,100	780	780
54200 Postage	0	1,775	1,775	1,775
54300 Utility Services	0	2,780	2,780	2,780
54505 Vehicle Coverage	4,263	6,028	6,850	6,919
54600 Repairs And Maintenance	7,610	60,500	47,620	47,620
54601 Vehicle Repair	41,325	36,227	40,170	40,170
54700 Printing And Binding	478	2,300	2,300	2,300
54900 Other Current Charges & Obligations	0	140	140	140
55100 Office Supplies	100	682	682	682
55200 Operating Supplies	6,483	8,100	8,100	8,100
55210 Fuel & Oil	56,302	47,130	50,250	50,250
55300 Road Materials And Supplies	45	0	0	0
55401 Training	0	0	200	200
401-437-534 Totals	694,734	680,923	742,376	760,207
<u>401-441-534 Transfer Station Operations</u>				
51200 Regular Salaries And Wages	543,028	498,546	503,902	518,791
51400 Overtime	18,552	20,000	20,000	20,000
51500 Special Pay	0	3,300	3,300	3,300
51530 Special Pay-Hurricane Irma	4,488	0	0	0
52100 Fica Taxes	41,291	39,479	39,488	40,627
52200 Retirement Contribution	45,590	42,134	49,635	51,125
52210 Deferred Compensation Match	2,103	3,734	3,734	3,734
52300 Life & Health Insurance	104,768	146,163	136,531	144,645
52400 Workers Compensation	41,960	28,413	36,553	37,649
53100 Professional Services	0	0	10,000	10,000
53400 Other Contractual Services	7,853,274	7,237,723	9,962,722	10,426,665
54000 Travel & Per Diem	0	500	800	800
54100 Communications	0	535	1,235	1,235

Leon County Fiscal Year 2021 Tentative Budget

Solid Waste

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>401-441-534 Transfer Station Operations</u>				
54101 Communication - Phone System	345	320	380	380
54200 Postage	0	1,000	0	0
54400 Rentals And Leases	3,217	4,880	4,885	4,885
54505 Vehicle Coverage	1,766	0	0	0
54600 Repairs And Maintenance	28,609	115,135	110,694	110,694
54601 Vehicle Repair	171,850	53,380	63,390	63,390
54700 Printing And Binding	0	900	200	200
54900 Other Current Charges & Obligations	400	5,650	450	450
55100 Office Supplies	70	1,070	1,070	1,070
55200 Operating Supplies	18,887	17,780	17,780	17,780
55210 Fuel & Oil	134,987	93,865	99,825	99,825
55400 Publications, Subscriptions & Membe	0	200	200	200
55401 Training	0	1,050	1,450	1,450
401-441-534 Totals	<u>9,015,184</u>	<u>8,315,757</u>	<u>11,068,224</u>	<u>11,558,895</u>
<u>401-442-534 Solid Waste Management Facility</u>				
51200 Regular Salaries And Wages	111,933	63,200	101,921	104,979
51400 Overtime	9,681	9,100	9,100	9,100
51500 Special Pay	0	3,000	3,000	3,000
51530 Special Pay-Hurricane Irma	1,750	0	0	0
52100 Fica Taxes	8,857	5,088	8,217	8,449
52200 Retirement Contribution	9,676	5,353	10,192	10,498
52210 Deferred Compensation Match	201	1,956	1,956	1,956
52300 Life & Health Insurance	29,604	18,470	38,384	40,827
52400 Workers Compensation	10,347	3,635	8,164	8,411
53100 Professional Services	19,468	53,000	53,000	53,000
53400 Other Contractual Services	101,988	78,020	88,520	88,520
54000 Travel & Per Diem	0	500	500	500
54100 Communications	2,266	1,632	700	700
54101 Communication - Phone System	905	850	820	820
54102 DMS Centrex Billing	0	1,970	1,355	1,355
54200 Postage	82	500	500	500
54300 Utility Services	110,738	69,683	69,683	69,683
54400 Rentals And Leases	9,178	12,915	12,440	12,440
54505 Vehicle Coverage	10,961	12,762	14,503	14,648
54600 Repairs And Maintenance	33,402	42,180	42,180	42,180
54601 Vehicle Repair	32,335	42,507	46,555	46,555
54700 Printing And Binding	10	350	350	350
54900 Other Current Charges & Obligations	50	750	750	750
55100 Office Supplies	275	1,000	1,000	1,000
55200 Operating Supplies	26,017	13,728	14,460	14,460
55210 Fuel & Oil	15,871	10,000	9,825	9,825
55300 Road Materials And Supplies	176	0	0	0
55400 Publications, Subscriptions & Membe	0	200	200	200
55401 Training	0	2,500	2,700	2,700
401-442-534 Totals	<u>545,769</u>	<u>454,849</u>	<u>540,975</u>	<u>547,406</u>
<u>401-443-534 Hazardous Waste</u>				
51200 Regular Salaries And Wages	189,602	171,903	174,978	178,578
51250 Regular OPS Salaries	0	25,730	0	0
51400 Overtime	23,798	36,000	36,000	36,000
51500 Special Pay	0	1,500	1,500	1,500
51530 Special Pay-Hurricane Irma	474	0	0	0
52100 Fica Taxes	15,859	15,694	14,005	14,280
52200 Retirement Contribution	21,690	19,376	9,352	9,632
52210 Deferred Compensation Match	1,621	985	985	985
52300 Life & Health Insurance	22,408	26,741	25,258	26,400
52400 Workers Compensation	18,192	12,459	14,544	14,845
53400 Other Contractual Services	303,376	338,547	380,778	382,045
54000 Travel & Per Diem	1,740	2,600	2,600	2,600

Leon County Fiscal Year 2021 Tentative Budget

Solid Waste

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>401-443-534 Hazardous Waste</u>				
54101 Communication - Phone System	240	225	225	225
54200 Postage	0	25	25	25
54300 Utility Services	150	1,410	1,410	1,410
54505 Vehicle Coverage	1,522	410	465	470
54600 Repairs And Maintenance	1,818	8,000	8,000	8,000
54601 Vehicle Repair	6,811	5,668	6,390	6,390
54700 Printing And Binding	843	1,370	1,370	1,370
54800 Promotional Activities	4,960	4,300	4,300	4,300
54900 Other Current Charges & Obligations	1,302	2,000	2,000	2,000
55100 Office Supplies	0	450	450	450
55200 Operating Supplies	60,540	45,300	49,300	49,300
55210 Fuel & Oil	502	1,125	990	990
55400 Publications, Subscriptions & Membe	340	601	601	601
55401 Training	80	200	200	200
401-443-534 Totals	<u>677,867</u>	<u>722,619</u>	<u>735,726</u>	<u>742,596</u>
Solid Waste Totals	<u>11,223,693</u>	<u>10,562,329</u>	<u>13,490,865</u>	<u>14,026,545</u>

Leon County Fiscal Year 2021 Tentative Budget

Clerk of the Circuit Court

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-132-586 Clerk - Finance Administration</u>				
54200 Postage	8	0	0	0
59302 Budget Transfers	1,764,742	1,845,539	1,941,920	2,000,499
001-132-586 Totals	<u>1,764,750</u>	<u>1,845,539</u>	<u>1,941,920</u>	<u>2,000,499</u>
<u>110-537-614 Clerk - Article V Expenses</u>				
54913 Clerk Circuit Court Fees	420,627	420,865	395,908	403,826
110-537-614 Totals	<u>420,627</u>	<u>420,865</u>	<u>395,908</u>	<u>403,826</u>
Clerk of the Circuit Court Totals	<u>2,185,377</u>	<u>2,266,404</u>	<u>2,337,828</u>	<u>2,404,325</u>

Leon County Fiscal Year 2021 Tentative Budget

Property Appraiser

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-512-586 Property Appraiser</u>				
59306 Budget Transfer	5,080,216	5,059,837	5,215,123	5,350,215
001-512-586 Totals	<u>5,080,216</u>	<u>5,059,837</u>	<u>5,215,123</u>	<u>5,350,215</u>
Property Appraiser Totals	<u>5,080,216</u>	<u>5,059,837</u>	<u>5,215,123</u>	<u>5,350,215</u>

Leon County Fiscal Year 2021 Tentative Budget

Sheriff

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>110-510-586 Law Enforcement</u>				
51100 Executive Salaries	78,176	76,311	76,708	77,475
51200 Regular Salaries And Wages	21,879,444	21,173,785	22,868,301	24,592,682
51300 Other Salaries & Wages	125,608	192,275	237,743	237,743
51400 Overtime	1,248,945	1,100,450	1,099,450	1,110,445
51500 Special Pay	201,489	194,460	210,300	218,712
52100 Fica Taxes	1,711,969	1,670,765	1,791,653	1,863,817
52200 Retirement Contribution	4,967,221	4,626,316	4,908,037	5,398,001
52300 Life & Health Insurance	4,390,282	4,948,765	5,072,836	5,644,029
52400 Workers Compensation	404,113	415,976	541,678	550,611
52500 Unemployment Compensation	0	10,000	10,000	10,000
52600 Class C Travel	211	0	0	0
53143 Other Administrative / Professional	14,580	35,000	35,000	35,000
53144 Professional Services / Medical	43,086	52,550	52,550	52,550
53400 Other Contractual Services	189,378	222,440	317,940	317,940
53500 Investigations	46,580	75,000	100,500	100,500
54010 Travel-Local Mileage	193	0	0	0
54041 Travel and Per Diem	145,854	148,780	158,530	158,530
54042 Travel / Private Vehicle	0	200	200	200
54100 Communications	411,319	484,061	484,561	484,561
54200 Postage	13,851	23,000	18,590	18,590
54300 Utility Services	239,225	198,096	24,319	24,319
54400 Rentals And Leases	90,194	250,469	318,571	318,571
54506 Property Insurance	28,101	29,506	0	0
54541 Insurance / Auto	270,183	359,417	391,248	391,248
54542 Insurance / Professional Liability	328,805	319,653	287,127	287,127
54600 Repairs And Maintenance	0	0	3,000	3,000
54641 Repair and Maintenance / Autos	647,317	834,381	874,970	874,970
54643 Repair and Maintenance / Radios	20,216	26,017	26,017	26,017
54644 Repair and Maintenance / Office Equipment	577,155	233,588	556,156	556,156
54646 Repair and Maintenance / Facilities	278,958	227,086	13,235	13,235
54700 Printing And Binding	29,761	56,825	62,825	62,825
54942 Other Current Charges / Auto	52,754	115,675	115,675	115,675
54948 Other Current Charges / Other	137,405	293,647	310,825	310,825
54949 Uniform Cleaning	30,214	29,000	19,000	19,000
54950 Tuition Assistance	13,222	2,500	47,500	47,500
55100 Office Supplies	20,757	35,750	35,750	35,750
55200 Operating Supplies	0	0	22,200	22,200
55240 Data Processing Supplies	0	36,000	36,000	36,000
55241 Operating Supplies / Fuel and Lubrication	728,468	855,516	911,936	911,936
55242 Operating Supplies / Ammo	172,385	107,280	116,600	116,600
55244 Operating Supplies / Investigative	18,912	35,180	35,180	35,180
55248 Operating Supplies / Motorcycles and Boats	1,156	10,000	0	0
55249 Operating Supplies / Miscellaneous	369,219	549,169	515,493	515,493
55250 Operating Supplies / Uniforms	307,902	413,428	420,120	420,120
55270 Data Processing Supplies	16,423	0	0	0
55275 Computer Software	1,050	108,700	81,700	81,700
55280 Computer Hardware <\$1000 unit	22,140	9,600	43,000	43,000
55400 Publications, Subscriptions & Membe	99,564	94,607	118,224	118,224
55401 Training	84,350	136,825	169,825	169,825
56415 Machinery and Equipment - Motorcycle/Boat	0	0	130,000	130,000
56441 Machinery and Equipment / Auto	1,947,160	1,517,500	1,588,528	1,588,528
56443 Machinery and Equipment / Radio	0	9,600	0	0
56444 Machinery and Equipment / Office	0	349,750	204,465	204,465
56445 Machinery and Equipment / Investigation	9,281	0	0	0
56448 Machinery and Equipment / Other	278,339	233,000	215,400	215,400
58100 Aids To Government Agencies	15,401	0	0	0
59000 Sheriff Contingency - Operating	0	100,000	0	0
59010 Sheriff - Less SRO Contract	0	-2,116,479	-1,422,001	-1,450,441
59100 Transfer	-558,968	0	0	0
110-510-586 Totals	42,149,348	40,911,420	44,257,465	47,115,834

Leon County Fiscal Year 2021 Tentative Budget

Sheriff

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
110-511-586 Corrections				
51100 Executive Salaries	78,176	76,311	76,708	76,708
51200 Regular Salaries And Wages	15,130,994	15,386,248	16,198,190	17,332,063
51300 Other Salaries & Wages	9,895	10,400	10,400	10,400
51400 Overtime	1,090,926	864,500	848,500	856,985
51500 Special Pay	65,469	68,940	67,338	67,338
52100 Fica Taxes	1,176,584	1,259,283	1,243,643	1,318,262
52200 Retirement Contribution	3,468,659	3,426,974	3,569,059	3,925,965
52300 Life & Health Insurance	3,587,900	4,369,501	4,145,092	4,618,198
52400 Workers Compensation	304,975	321,504	384,319	384,319
52500 Unemployment Compensation	0	20,000	20,000	20,000
52600 Class C Travel	4	0	0	0
53144 Professional Services / Medical	12,057	19,900	19,900	19,900
53400 Other Contractual Services	6,020,953	4,828,859	6,516,137	6,516,137
53410 Contract Services Promotion	1,980,946	1,650,000	1,300,000	1,300,000
54010 Travel-Local Mileage	31	200	200	200
54041 Travel and Per Diem	23,100	21,000	24,160	24,160
54100 Communications	21,386	87,048	87,048	87,048
54200 Postage	831	1,090	1,090	1,090
54300 Utility Services	922,111	938,350	20,900	20,900
54443 Rentals and Leases / Other	14,351	27,113	27,113	27,113
54506 Property Insurance	249,534	262,011	0	0
54541 Insurance / Auto	0	17,000	17,510	17,510
54542 Insurance / Professional Liability	264,561	4,246	229,338	229,338
54544 Insurance Prisoner/Medical	126,198	126,000	126,000	126,000
54641 Repair and Maintenance / Autos	31,351	51,500	51,500	51,500
54643 Repair and Maintenance / Radios	38,285	0	0	0
54644 Repair and Maintenance / Office Equipment	166,497	296,951	248,506	248,506
54646 Repair and Maintenance / Facilities	543,277	473,534	101,500	101,500
54700 Printing And Binding	15,097	12,500	12,500	12,500
54948 Other Current Charges / Other	13,134	115,000	115,000	115,000
54949 Uniform Cleaning	25,269	21,500	18,000	18,000
54950 Tuition Assistance	4,897	2,500	2,500	2,500
55100 Office Supplies	27,687	25,750	35,000	35,000
55200 Operating Supplies	17,959	172,745	272,745	272,745
55240 Data Processing Supplies	22,631	25,000	25,000	25,000
55241 Operating Supplies / Fuel and Lubrication	22,790	35,910	35,910	35,910
55246 Operating Supplies / Other Jail Supplies	479,273	500,286	500,286	500,286
55250 Operating Supplies / Uniforms	128,111	187,600	187,600	187,600
55280 Computer Hardware <\$1000 unit	0	0	56,250	56,250
55400 Publications, Subscriptions & Membe	57,245	65,089	65,089	65,089
55401 Training	12,322	6,500	4,000	4,000
56400 Machinery And Equipment	16,791	85,602	110,258	110,258
56441 Machinery and Equipment / Auto	51,032	60,000	60,000	60,000
56442 Machinery and Equipment - Jail	9,115	110,000	128,000	128,000
59000 Sheriff Contingency - Operating	0	100,000	0	0
59100 Transfer	628,127	0	0	0
110-511-586 Totals	<u>36,860,530</u>	<u>36,134,445</u>	<u>36,962,289</u>	<u>39,009,278</u>
Sheriff Totals	<u>79,009,878</u>	<u>77,045,865</u>	<u>81,219,754</u>	<u>86,125,112</u>

Leon County Fiscal Year 2021 Tentative Budget

Supervisor of Elections

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>060-520-513 Voter Registration</u>				
51100 Executive Salaries	141,855	144,634	145,415	151,116
51200 Regular Salaries And Wages	1,241,409	1,278,884	1,327,077	1,366,283
52100 Fica Taxes	99,912	109,211	112,737	115,793
52200 Retirement Contribution	285,079	295,210	326,564	336,332
52210 Deferred Compensation Match	3,868	3,500	3,500	3,500
52300 Life & Health Insurance	215,993	255,685	262,142	279,074
52400 Workers Compensation	6,869	4,931	5,072	5,220
53100 Professional Services	0	0	5,000	3,750
53400 Other Contractual Services	253	28,300	15,200	27,400
54000 Travel & Per Diem	23,914	20,000	32,000	23,800
54100 Communications	2,255	3,400	2,400	3,400
54101 Communication - Phone System	1,710	1,695	9,210	9,210
54102 DMS Centrex Billing	0	0	880	880
54200 Postage	39,065	36,300	32,300	41,300
54400 Rentals And Leases	391,777	410,541	430,337	422,523
54505 Vehicle Coverage	859	819	931	940
54600 Repairs And Maintenance	101,786	141,434	185,891	154,679
54601 Vehicle Repair	407	0	0	0
54700 Printing And Binding	5,001	33,356	33,150	45,850
54800 Promotional Activities	2,748	15,580	6,830	15,500
54900 Other Current Charges & Obligations	4,149	4,900	4,900	6,150
54961 Administrative Hearing	1,043	0	0	0
55100 Office Supplies	4,639	16,401	11,162	15,175
55200 Operating Supplies	11,635	18,473	9,561	12,900
55210 Fuel & Oil	67	0	0	0
55400 Publications, Subscriptions & Membe	8,337	12,386	14,071	12,386
55401 Training	10,764	8,000	32,600	12,900
55408 Machinery and Equipment \$1,000 - \$19,999	0	0	7,000	0
56201 Building Improvements	27,834	0	0	0
56400 Machinery And Equipment	12,163	2,500	0	0
56410 Machinery & Equipment <\$750	6,751	12,180	0	2,000
060-520-513 Totals	<u>2,652,142</u>	<u>2,858,320</u>	<u>3,015,930</u>	<u>3,068,061</u>
<u>060-520-586 Elections</u>				
59308 SOE-BUDGET TRANSFER	175,256	0	0	0
060-520-586 Totals	<u>175,256</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>060-521-513 Elections</u>				
51250 Regular OPS Salaries	82,193	733,631	315,618	322,595
51300 Other Salaries & Wages	170,327	0	0	0
52100 Fica Taxes	19,108	55,927	23,000	26,746
52200 Retirement Contribution	6,900	49,633	11,668	23,750
52300 Life & Health Insurance	16,217	54,435	30,167	40,000
52400 Workers Compensation	922	2,521	1,052	1,079
53100 Professional Services	43,038	6,250	35,000	6,250
53400 Other Contractual Services	86,665	679,829	303,132	379,226
53441 Other Contractual / Poll Workers	163,616	0	0	0
53442 Other Cont / Elec Temp Agency Help	66,926	0	0	0
53443 Other Cont / Election Security	2,191	0	0	0
54000 Travel & Per Diem	4,667	9,600	3,000	5,350
54100 Communications	5,625	17,646	16,200	10,896
54101 Communication - Phone System	895	925	1,175	1,175
54102 DMS Centrex Billing	1,303	14,280	9,310	9,310
54200 Postage	38,747	129,640	55,000	76,120
54400 Rentals And Leases	3,315	32,600	15,730	16,300
54410 Rental and Leases / Polling Place St	11,430	0	0	0
54600 Repairs And Maintenance	287,020	343,848	372,654	345,546
54601 Vehicle Repair	549	2,485	2,480	2,480
54700 Printing And Binding	47,110	268,064	125,351	161,023
54712 Printing & Binding / Elections Ballots	37,930	0	0	0

Leon County Fiscal Year 2021 Tentative Budget

Supervisor of Elections

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>060-521-513 Elections</u>				
54800 Promotional Activities	36,766	55,500	19,600	40,250
54900 Other Current Charges & Obligations	5,966	20,650	5,000	14,300
54962 Canvassing Board	404	0	0	0
54963 Election Notices	6,875	0	0	0
55100 Office Supplies	8,113	98,126	26,600	53,500
55200 Operating Supplies	9,364	18,301	19,316	11,600
55210 Fuel & Oil	1,607	2,630	2,620	2,620
55261 Operating Supplies / Early Voting	349	0	0	0
55263 Operating Supplies / Canvassing Board	63	0	0	0
55401 Training	750	1,725	0	1,725
55408 Machinery and Equipment \$1,000 - \$19,999	0	0	4,000	0
56400 Machinery And Equipment	51,463	4,500	0	0
56410 Machinery & Equipment <\$750	12,303	24,222	0	4,000
060-521-513 Totals	<u>1,230,714</u>	<u>2,626,968</u>	<u>1,397,673</u>	<u>1,555,841</u>
<u>060-521-586 Elections</u>				
59308 SOE-BUDGET TRANSFER	75,110	0	0	0
060-521-586 Totals	<u>75,110</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>060-522-513 Special Elections</u>				
51200 Regular Salaries And Wages	17,308	0	0	0
51250 Regular OPS Salaries	5,286	0	0	0
51300 Other Salaries & Wages	13,022	0	0	0
52100 Fica Taxes	2,689	0	0	0
52200 Retirement Contribution	3,452	0	0	0
52300 Life & Health Insurance	637	0	0	0
52400 Workers Compensation	152	0	0	0
53400 Other Contractual Services	2,781	0	0	0
53441 Other Contractual / Poll Workers	4,695	0	0	0
53443 Other Cont / Election Security	1,049	0	0	0
54000 Travel & Per Diem	1,237	0	0	0
54200 Postage	1,448	0	0	0
54400 Rentals And Leases	1,146	0	0	0
54410 Rental and Leases / Polling Place St	260	0	0	0
54600 Repairs And Maintenance	113	0	0	0
54700 Printing And Binding	4,775	0	0	0
54712 Printing & Binding / Elections Ballots	1,012	0	0	0
54713 Printing & Binding / PW Training Mate	860	0	0	0
54900 Other Current Charges & Obligations	4,105	0	0	0
54963 Election Notices	2,873	0	0	0
55100 Office Supplies	2,808	0	0	0
55200 Operating Supplies	31	0	0	0
060-522-513 Totals	<u>71,739</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>061-953019-513 Elections Security Grant</u>				
53400 Other Contractual Services	48,019	0	0	0
54600 Repairs And Maintenance	13,151	0	0	0
55100 Office Supplies	2,900	0	0	0
55200 Operating Supplies	3,706	0	0	0
56400 Machinery And Equipment	19,977	0	0	0
56410 Machinery & Equipment <\$750	3,556	0	0	0
061-953019-513 Totals	<u>91,309</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>061-953020-513 Albert Monitoring Grant</u>				
53400 Other Contractual Services	3,720	0	0	0
061-953020-513 Totals	<u>3,720</u>	<u>0</u>	<u>0</u>	<u>0</u>
Supervisor of Elections Totals	<u>4,299,989</u>	<u>5,485,288</u>	<u>4,413,603</u>	<u>4,623,902</u>

Leon County Fiscal Year 2021 Tentative Budget

Tax Collector

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-513-586 Tax Collector</u>				
59307 Budget Transfer	4,902,959	5,077,511	5,462,992	5,570,252
001-513-586 Totals	<u>4,902,959</u>	<u>5,077,511</u>	<u>5,462,992</u>	<u>5,570,252</u>
<u>123-513-586 Tax Collector</u>				
59307 Budget Transfer	68,619	71,850	72,568	73,294
123-513-586 Totals	<u>68,619</u>	<u>71,850</u>	<u>72,568</u>	<u>73,294</u>
<u>135-513-586 Tax Collector</u>				
59307 Budget Transfer	156,149	162,395	162,395	162,395
135-513-586 Totals	<u>156,149</u>	<u>162,395</u>	<u>162,395</u>	<u>162,395</u>
<u>145-513-586 Tax Collector</u>				
59307 Budget Transfer	48,227	50,590	59,106	60,288
145-513-586 Totals	<u>48,227</u>	<u>50,590</u>	<u>59,106</u>	<u>60,288</u>
<u>162-513-586 Tax Collector</u>				
59307 Budget Transfer	2,299	5,500	5,500	5,500
162-513-586 Totals	<u>2,299</u>	<u>5,500</u>	<u>5,500</u>	<u>5,500</u>
<u>164-513-586 Tax Collector</u>				
59307 Budget Transfer	4,563	5,000	5,000	5,000
164-513-586 Totals	<u>4,563</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
<u>401-513-586 Tax Collector</u>				
59307 Budget Transfer	30,409	33,598	34,606	35,644
401-513-586 Totals	<u>30,409</u>	<u>33,598</u>	<u>34,606</u>	<u>35,644</u>
Tax Collector Totals	<u>5,213,225</u>	<u>5,406,444</u>	<u>5,802,167</u>	<u>5,912,373</u>

Leon County Fiscal Year 2021 Tentative Budget

Court Administration

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
001-540-601 Court Administration				
51200 Regular Salaries And Wages	131,684	132,155	134,087	136,648
52100 Fica Taxes	9,475	10,109	10,258	10,453
52200 Retirement Contribution	13,956	11,194	13,409	13,665
52300 Life & Health Insurance	34,105	32,368	40,853	43,680
52400 Workers Compensation	255	202	285	291
53400 Other Contractual Services	0	9,900	9,900	9,900
54000 Travel & Per Diem	2,937	209	85	209
54100 Communications	3,159	4,329	4,329	4,329
54102 DMS Centrex Billing	185	0	0	0
54200 Postage	3	200	200	200
54400 Rentals And Leases	1,850	0	0	0
54700 Printing And Binding	0	200	200	200
54900 Other Current Charges & Obligations	165	1,401	1,401	1,401
55100 Office Supplies	737	450	450	450
55200 Operating Supplies	3,118	2,092	2,092	2,092
55401 Training	0	1,800	655	1,800
001-540-601 Totals	<u>201,628</u>	<u>206,609</u>	<u>218,204</u>	<u>225,318</u>
001-540-713 Court Information Systems				
54101 Communication - Phone System	10,724	10,015	9,760	9,760
54102 DMS Centrex Billing	0	1,800	2,400	2,400
001-540-713 Totals	<u>10,724</u>	<u>11,815</u>	<u>12,160</u>	<u>12,160</u>
Court Administration Totals	<u>212,352</u>	<u>218,424</u>	<u>230,364</u>	<u>237,478</u>

Leon County Fiscal Year 2021 Tentative Budget

State Attorney

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>110-532-602 State Attorney</u>				
51300 Other Salaries & Wages	37,000	37,000	37,000	37,000
53500 Investigations	0	5,400	5,400	5,400
54000 Travel & Per Diem	0	2,000	0	0
54100 Communications	5,935	7,000	7,000	7,000
54200 Postage	-15	0	0	0
54600 Repairs And Maintenance	0	5,700	5,700	5,700
54900 Other Current Charges & Obligations	16,103	40,500	42,500	42,500
55200 Operating Supplies	25,251	21,000	21,000	21,000
110-532-602 Totals	<u>84,274</u>	<u>118,600</u>	<u>118,600</u>	<u>118,600</u>
<u>110-532-713 State Attorney</u>				
54101 Communication - Phone System	14,700	13,520	12,350	12,350
110-532-713 Totals	<u>14,700</u>	<u>13,520</u>	<u>12,350</u>	<u>12,350</u>
State Attorney Totals	<u>98,974</u>	<u>132,120</u>	<u>130,950</u>	<u>130,950</u>

Leon County Fiscal Year 2021 Tentative Budget

Public Defender

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
110-533-603 Public Defender				
51300 Other Salaries & Wages	37,000	37,000	37,000	37,000
53100 Professional Services	4,117	10,438	10,438	10,438
53500 Investigations	4,129	8,150	8,150	8,150
54100 Communications	8,002	12,240	12,240	12,240
54200 Postage	266	1,291	1,291	1,291
54400 Rentals And Leases	8,300	13,640	13,640	13,640
54900 Other Current Charges & Obligations	1,770	7,000	7,000	7,000
55200 Operating Supplies	54,581	28,766	28,766	28,766
110-533-603 Totals	<u>118,165</u>	<u>118,525</u>	<u>118,525</u>	<u>118,525</u>
110-533-713 Public Defender				
54101 Communication - Phone System	17,865	16,455	23,220	23,220
110-533-713 Totals	<u>17,865</u>	<u>16,455</u>	<u>23,220</u>	<u>23,220</u>
Public Defender Totals	<u>136,030</u>	<u>134,980</u>	<u>141,745</u>	<u>141,745</u>

Leon County Fiscal Year 2021 Tentative Budget

Other Court-Related Programs

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
110-555-715 Legal Aid				
58224 Legal Services Of North Fl (801)	257,500	259,914	257,500	257,500
110-555-715 Totals	<u>257,500</u>	<u>259,914</u>	<u>257,500</u>	<u>257,500</u>
114-586-662 Court Administration - Teen Court				
51200 Regular Salaries And Wages	20,035	39,489	42,629	43,908
52100 Fica Taxes	4,962	3,234	3,432	3,531
52200 Retirement Contribution	5,960	3,345	4,263	4,391
52300 Life & Health Insurance	22,751	14,097	11,535	12,175
52400 Workers Compensation	155	60	91	93
53400 Other Contractual Services	3,585	2,300	2,300	2,300
54000 Travel & Per Diem	327	1,325	1,325	1,325
54200 Postage	119	250	250	250
54400 Rentals And Leases	0	1,401	1,401	1,401
54700 Printing And Binding	0	400	400	400
54900 Other Current Charges & Obligations	0	750	750	750
55100 Office Supplies	0	813	1,411	1,696
55200 Operating Supplies	0	1,650	1,650	1,650
55400 Publications, Subscriptions & Membe	0	200	200	200
55401 Training	250	1,785	1,785	1,785
114-586-662 Totals	<u>58,144</u>	<u>71,099</u>	<u>73,422</u>	<u>75,855</u>
117-509-569 Alternative Juvenile Programs				
51200 Regular Salaries And Wages	40,969	62,918	64,176	66,101
51500 Special Pay	0	-20,372	-29,286	-30,161
52100 Fica Taxes	4,583	4,813	4,910	5,056
52200 Retirement Contribution	5,100	5,329	6,418	6,610
52300 Life & Health Insurance	7,966	8,266	8,377	8,950
52400 Workers Compensation	131	96	136	140
55200 Operating Supplies	1,555	3,302	3,302	3,302
117-509-569 Totals	<u>60,304</u>	<u>64,352</u>	<u>58,033</u>	<u>59,998</u>
117-546-714 Law Library				
56600 Books, Publications & Libr Material	0	51,490	51,395	51,680
117-546-714 Totals	<u>0</u>	<u>51,490</u>	<u>51,395</u>	<u>51,680</u>
117-548-662 Judicial Programs/Article V				
51200 Regular Salaries And Wages	129,018	139,967	162,817	167,701
51300 Other Salaries & Wages	0	21,806	0	0
51500 Special Pay	0	-32,667	-33,878	-34,621
52100 Fica Taxes	4,259	11,022	11,372	11,709
52200 Retirement Contribution	4,731	14,852	17,595	18,123
52300 Life & Health Insurance	4,404	26,627	24,972	26,548
52400 Workers Compensation	111	195	318	327
53450 Other Contractual Services - GPS	-467	0	0	0
55200 Operating Supplies	0	5,758	6,518	6,518
117-548-662 Totals	<u>142,057</u>	<u>187,560</u>	<u>189,714</u>	<u>196,305</u>
117-555-715 Legal Aid - Court				
58224 Legal Services Of North Fl (801)	43,748	51,490	51,395	51,680
117-555-715 Totals	<u>43,748</u>	<u>51,490</u>	<u>51,395</u>	<u>51,680</u>
Other Court-Related Programs Totals	<u>561,752</u>	<u>685,905</u>	<u>681,459</u>	<u>693,018</u>

Leon County Fiscal Year 2021 Tentative Budget

Guardian Ad Litem

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-547-685 Guardian Ad Litem</u>				
53400 Other Contractual Services	4,557	5,214	6,386	6,386
54100 Communications	10,913	14,296	14,296	14,296
54200 Postage	1,948	1,200	1,200	1,200
001-547-685 Totals	<u>17,419</u>	<u>20,710</u>	<u>21,882</u>	<u>21,882</u>
<u>001-547-713 GAL Information Systems</u>				
54101 Communication - Phone System	2,755	2,535	2,220	2,220
54102 DMS Centrex Billing	15	180	175	175
001-547-713 Totals	<u>2,770</u>	<u>2,715</u>	<u>2,395</u>	<u>2,395</u>
Guardian Ad Litem Totals	<u>20,189</u>	<u>23,425</u>	<u>24,277</u>	<u>24,277</u>

Leon County Fiscal Year 2021 Tentative Budget

Fire Control

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>145-838-522 Fire Services Payment</u>				
53400 Other Contractual Services	2,312,273	7,852,738	8,351,804	8,448,389
145-838-522 Totals	<u>2,312,273</u>	<u>7,852,738</u>	<u>8,351,804</u>	<u>8,448,389</u>
<u>145-843-522 Volunteer Fire Department</u>				
54200 Postage	915	0	0	0
54800 Promotional Activities	280,644	482,479	482,479	482,479
145-843-522 Totals	<u>281,559</u>	<u>482,479</u>	<u>482,479</u>	<u>482,479</u>
Fire Control Totals	<u>2,593,832</u>	<u>8,335,217</u>	<u>8,834,283</u>	<u>8,930,868</u>

Leon County Fiscal Year 2021 Tentative Budget

Other Non-Operating

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-114-512 PLACE - Economic Development</u>				
58100 Aids To Government Agencies	339,096	77,000	0	0
001-114-512 Totals	<u>339,096</u>	<u>77,000</u>	<u>0</u>	<u>0</u>
<u>001-278-551 Summer Youth Employment</u>				
51300 Other Salaries & Wages	32,640	32,696	32,753	32,753
52100 Fica Taxes	2,454	2,458	2,462	2,462
52400 Workers Compensation	337	337	337	337
54200 Postage	317	800	800	800
54700 Printing And Binding	343	500	500	500
55200 Operating Supplies	3,875	3,875	3,875	3,875
001-278-551 Totals	<u>39,965</u>	<u>40,666</u>	<u>40,727</u>	<u>40,727</u>
<u>001-403-515 Blueprint 2000</u>				
51200 Regular Salaries And Wages	480,984	312,504	410,193	422,308
51500 Special Pay	0	5,400	5,400	5,400
52100 Fica Taxes	31,768	22,641	30,249	31,018
52200 Retirement Contribution	47,801	39,932	55,103	56,756
52300 Life & Health Insurance	60,204	55,788	76,826	82,024
52400 Workers Compensation	916	454	838	863
001-403-515 Totals	<u>621,673</u>	<u>436,719</u>	<u>578,609</u>	<u>598,369</u>
<u>001-820-519 Non-Operating General Fund</u>				
52500 Unemployment Compensation	-357	50,000	50,000	50,000
53100 Professional Services	119,018	210,742	244,338	244,338
53102 Mental Health & Alcohol	5,460	7,500	7,500	7,500
53160 Bank Service Charges	237,575	205,000	205,000	205,000
53200 Accounting And Auditing	357,143	298,000	298,000	298,000
54000 Travel & Per Diem	0	5,000	2,028	5,000
54400 Rentals And Leases	16,957	20,915	18,965	18,965
54900 Other Current Charges & Obligations	72,175	68,519	68,519	68,519
54908 Other Current Charges & Obligations	0	25,000	25,000	25,000
54909 Employee Incentives	0	0	19,100	19,100
55400 Publications, Subscriptions & Membe	58,798	79,712	65,986	65,986
58200 Aids To Private Organizations	92,050	31,000	37,000	37,000
001-820-519 Totals	<u>958,818</u>	<u>1,001,388</u>	<u>1,041,436</u>	<u>1,044,408</u>
<u>001-972-559 CRA-Payment</u>				
54900 Other Current Charges & Obligations	2,287,408	2,733,540	3,518,010	3,799,451
001-972-559 Totals	<u>2,287,408</u>	<u>2,733,540</u>	<u>3,518,010</u>	<u>3,799,451</u>
<u>110-620-689 Juvenile Detention Payment - State</u>				
58100 Aids To Government Agencies	1,187,151	1,567,768	1,174,781	1,210,024
110-620-689 Totals	<u>1,187,151</u>	<u>1,567,768</u>	<u>1,174,781</u>	<u>1,210,024</u>
<u>116-800-562 Drug Abuse</u>				
53400 Other Contractual Services	42,759	80,750	84,835	89,015
116-800-562 Totals	<u>42,759</u>	<u>80,750</u>	<u>84,835</u>	<u>89,015</u>
<u>125-991-595 Grant Match Funds</u>				
54900 Other Current Charges & Obligations	0	90,000	90,000	90,000
125-991-595 Totals	<u>0</u>	<u>90,000</u>	<u>90,000</u>	<u>90,000</u>
<u>140-838-572 Payment to City- Parks & Recreation</u>				
53400 Other Contractual Services	1,384,178	1,443,005	1,504,334	1,568,268
140-838-572 Totals	<u>1,384,178</u>	<u>1,443,005</u>	<u>1,504,334</u>	<u>1,568,268</u>

Leon County Fiscal Year 2021 Tentative Budget

Other Non-Operating

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>164-838-535 Sewer Services Killearn Lakes Units I and II</u>				
58100 Aids To Government Agencies	223,854	232,500	232,500	232,500
164-838-535 Totals	<u>223,854</u>	<u>232,500</u>	<u>232,500</u>	<u>232,500</u>
Other Non-Operating Totals	<u>7,084,903</u>	<u>7,703,336</u>	<u>8,265,232</u>	<u>8,672,762</u>

Leon County Fiscal Year 2021 Tentative Budget

Risk Financing & Workers Comp

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
501-821-596 Workers' Comp Risk Management				
54502 A D & D Law Enforcement	25,176	26,578	27,103	27,373
54503 Public Official Liability	337,509	354,400	375,700	379,457
54504 Bonds	100	3,000	100	101
54505 Vehicle Coverage	212,720	223,400	268,700	271,387
54506 Property Insurance	659,758	688,000	722,400	729,624
54507 Aviation Insurance	44,763	46,500	40,100	40,501
54508 VFD - G/L Property, Equipment	39,759	40,200	46,100	46,561
54509 Excess Deposit Premium	217,209	230,000	234,700	237,047
54510 Service Fee	56,525	58,700	60,000	60,600
54513 State Assessment	51,947	57,500	57,500	58,075
54514 Workers Comp Claims	1,666,778	1,600,000	1,800,000	1,818,000
54515 At Fault Vehicle Repair Claims	29,547	30,000	30,000	30,300
54516 General Liability Claims	52,132	110,000	110,000	110,000
54600 Repairs And Maintenance	46,294	40,000	40,000	40,000
54900 Other Current Charges & Obligations	0	30,000	30,000	30,000
501-821-596 Totals	<u>3,440,216</u>	<u>3,538,278</u>	<u>3,842,403</u>	<u>3,879,026</u>
Risk Financing & Workers Comp Totals	<u>3,440,216</u>	<u>3,538,278</u>	<u>3,842,403</u>	<u>3,879,026</u>

Leon County Fiscal Year 2021 Tentative Budget

Communications

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>001-470-519 MIS Automation - General Fund</u>				
54110 Com-net Communications	158,840	0	195,190	195,190
54600 Repairs And Maintenance	92,652	0	110,130	110,130
001-470-519 Totals	<u>251,492</u>	<u>0</u>	<u>305,320</u>	<u>305,320</u>
<u>001-529-519 Radio Communication Systems (800 MHZ)</u>				
53400 Other Contractual Services	601,579	619,626	638,699	651,473
54900 Other Current Charges & Obligations	764,604	884,685	910,742	938,563
56400 Machinery And Equipment	117,309	137,509	137,509	137,509
001-529-519 Totals	<u>1,483,492</u>	<u>1,641,820</u>	<u>1,686,950</u>	<u>1,727,545</u>
<u>060-470-513 MIS Automation-SOE</u>				
54600 Repairs And Maintenance	15,381	28,094	27,755	27,755
060-470-513 Totals	<u>15,381</u>	<u>28,094</u>	<u>27,755</u>	<u>27,755</u>
<u>106-470-541 MIS Automation - Transportation Trust</u>				
54110 Com-net Communications	13,320	0	13,520	13,520
54600 Repairs And Maintenance	6,835	0	7,870	7,870
106-470-541 Totals	<u>20,155</u>	<u>0</u>	<u>21,390</u>	<u>21,390</u>
<u>110-470-602 MIS Automation - State Attorney</u>				
54110 Com-net Communications	15,320	18,365	19,350	19,350
54600 Repairs And Maintenance	29,275	12,177	12,550	12,550
110-470-602 Totals	<u>44,595</u>	<u>30,542</u>	<u>31,900</u>	<u>31,900</u>
<u>110-470-603 MIS Automation - Public Defender</u>				
54110 Com-net Communications	23,200	27,505	28,900	28,900
54600 Repairs And Maintenance	0	23,068	22,060	22,060
110-470-603 Totals	<u>23,200</u>	<u>50,573</u>	<u>50,960</u>	<u>50,960</u>
<u>111-470-523 MIS Automation - Probation Services</u>				
54110 Com-net Communications	7,110	0	8,860	8,860
54600 Repairs And Maintenance	5,126	0	6,230	6,230
111-470-523 Totals	<u>12,236</u>	<u>0</u>	<u>15,090</u>	<u>15,090</u>
<u>120-470-524 MIS Automation - Building Inspection</u>				
54110 Com-net Communications	2,040	0	2,810	2,810
54600 Repairs And Maintenance	818	943	900	900
120-470-524 Totals	<u>2,858</u>	<u>943</u>	<u>3,710</u>	<u>3,710</u>
<u>121-470-537 MIS Automation - Growth Management</u>				
54110 Com-net Communications	7,660	0	10,560	10,560
54600 Repairs And Maintenance	7,431	0	8,285	8,285
121-470-537 Totals	<u>15,091</u>	<u>0</u>	<u>18,845</u>	<u>18,845</u>
<u>123-470-538 MIS Automation - Stormwater</u>				
54600 Repairs And Maintenance	74	86	80	80
123-470-538 Totals	<u>74</u>	<u>86</u>	<u>80</u>	<u>80</u>
<u>135-470-526 MIS Automation - EMS Fund</u>				
54110 Com-net Communications	9,670	0	12,210	12,210
54600 Repairs And Maintenance	4,383	0	5,165	5,165
135-470-526 Totals	<u>14,053</u>	<u>0</u>	<u>17,375</u>	<u>17,375</u>
<u>140-470-562 MIS Automation - Animal Control</u>				
54110 Com-net Communications	825	0	1,040	1,040

Leon County Fiscal Year 2021 Tentative Budget

Communications

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>140-470-562 MIS Automation - Animal Control</u>				
54600 Repairs And Maintenance	2,898	0	2,705	2,705
140-470-562 Totals	<u>3,723</u>	<u>0</u>	<u>3,745</u>	<u>3,745</u>
<u>140-470-572 MIS Automation - Parks and Recreation</u>				
54110 Com-net Communications	2,365	0	17,385	17,385
54600 Repairs And Maintenance	0	0	900	900
140-470-572 Totals	<u>2,365</u>	<u>0</u>	<u>18,285</u>	<u>18,285</u>
<u>160-470-552 MIS Automation - Tourism Development</u>				
54110 Com-net Communications	8,650	4,735	4,850	4,850
54600 Repairs And Maintenance	2,600	3,087	3,605	3,605
160-470-552 Totals	<u>11,250</u>	<u>7,822</u>	<u>8,455</u>	<u>8,455</u>
<u>401-470-534 MIS Automation - Solid Waste Fund</u>				
54110 Com-net Communications	20,700	0	24,000	24,000
54600 Repairs And Maintenance	3,344	0	3,770	3,770
401-470-534 Totals	<u>24,044</u>	<u>0</u>	<u>27,770</u>	<u>27,770</u>
<u>501-470-513 MIS Automation-Risk Fund</u>				
54600 Repairs And Maintenance	223	257	245	245
501-470-513 Totals	<u>223</u>	<u>257</u>	<u>245</u>	<u>245</u>
<u>502-900-590 Communications Trust</u>				
54100 Communications	1,838	0	0	0
54101 Communication - Phone System	338,565	273,996	271,538	274,254
54102 DMS Centrex Billing	48,729	61,775	45,023	45,473
54110 Com-net Communications	359,529	425,694	466,061	470,722
54400 Rentals And Leases	29,378	274,004	268,740	271,427
54600 Repairs And Maintenance	276,316	321,699	316,824	319,992
502-900-590 Totals	<u>1,054,355</u>	<u>1,357,168</u>	<u>1,368,186</u>	<u>1,381,868</u>
<u>505-470-519 MIS Automation - Motor Pool Fund</u>				
54110 Com-net Communications	620	740	920	920
54600 Repairs And Maintenance	1,264	1,458	1,395	1,395
505-470-519 Totals	<u>1,884</u>	<u>2,198</u>	<u>2,315</u>	<u>2,315</u>
Communications Totals	<u>2,980,471</u>	<u>3,119,503</u>	<u>3,608,376</u>	<u>3,662,653</u>

Leon County Fiscal Year 2021 Tentative Budget

Emergency Management

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>125-864-525 Emergency Management</u>				
53400 Other Contractual Services	6,715	14,500	14,500	14,500
54000 Travel & Per Diem	12,817	24,298	24,298	24,298
54100 Communications	3,897	15,648	15,648	15,648
54101 Communication - Phone System	1,765	1,800	1,470	1,470
54102 DMS Centrex Billing	1,105	1,055	0	0
54200 Postage	53	150	150	150
54400 Rentals And Leases	7,679	7,090	7,670	7,670
54500 Insurance	631	3,200	3,200	3,200
54505 Vehicle Coverage	0	310	0	0
54600 Repairs And Maintenance	0	8,895	8,895	8,895
54601 Vehicle Repair	0	2,456	2,820	2,820
54700 Printing And Binding	25	5,000	5,000	5,000
54800 Promotional Activities	4,162	12,665	13,276	13,276
54900 Other Current Charges & Obligations	1,328	3,000	3,000	3,000
55100 Office Supplies	33	1,294	1,294	1,294
55200 Operating Supplies	5,006	6,300	6,300	6,300
55210 Fuel & Oil	1,223	480	620	620
55400 Publications, Subscriptions & Membe	3,157	3,080	3,080	3,080
55401 Training	1,895	10,000	10,000	10,000
56400 Machinery And Equipment	2,398	0	0	0
125-864-525 Totals	<u>53,888</u>	<u>121,221</u>	<u>121,221</u>	<u>121,221</u>
<u>125-952005-525 EM-EMPG Federal Grant</u>				
51200 Regular Salaries And Wages	55,362	0	0	0
52100 Fica Taxes	3,884	0	0	0
52200 Retirement Contribution	4,425	0	0	0
52300 Life & Health Insurance	14,160	0	0	0
52400 Workers Compensation	129	0	0	0
125-952005-525 Totals	<u>77,960</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>125-952006-525 EMPA-Base Grant-State</u>				
51200 Regular Salaries And Wages	68,387	0	0	0
52100 Fica Taxes	4,914	0	0	0
52200 Retirement Contribution	5,572	0	0	0
52300 Life & Health Insurance	12,682	0	0	0
52400 Workers Compensation	155	0	0	0
125-952006-525 Totals	<u>91,710</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>125-952008-525 EMPA-Base Grant-State</u>				
51200 Regular Salaries And Wages	24,433	92,154	0	0
51500 Special Pay	0	1,700	0	0
52100 Fica Taxes	1,737	7,148	0	0
52200 Retirement Contribution	2,040	7,805	0	0
52300 Life & Health Insurance	6,702	21,371	0	0
52400 Workers Compensation	44	141	0	0
125-952008-525 Totals	<u>34,956</u>	<u>130,319</u>	<u>0</u>	<u>0</u>
<u>125-952009-525 EMPG Federal Grant</u>				
51200 Regular Salaries And Wages	16,257	62,196	0	0
51500 Special Pay	0	1,200	0	0
52100 Fica Taxes	1,104	4,855	0	0
52200 Retirement Contribution	1,377	5,268	0	0
52300 Life & Health Insurance	5,628	21,060	0	0
52400 Workers Compensation	29	95	0	0
125-952009-525 Totals	<u>24,395</u>	<u>94,674</u>	<u>0</u>	<u>0</u>
<u>125-952011-525 EMPG Federal Grant</u>				
51200 Regular Salaries And Wages	0	0	64,683	66,623
51500 Special Pay	0	0	1,200	1,200

Leon County Fiscal Year 2021 Tentative Budget

Emergency Management

Organizational Code / Account	FY 2019 Actual	FY 2020 Adopted	FY 2021 Tentative	FY 2022 Projected
<u>125-952011-525 EMPG Federal Grant</u>				
52100 Fica Taxes	0	0	4,948	5,097
52200 Retirement Contribution	0	0	6,468	6,662
52300 Life & Health Insurance	0	0	20,043	21,419
52400 Workers Compensation	0	0	137	142
125-952011-525 Totals	<u>0</u>	<u>0</u>	<u>97,479</u>	<u>101,143</u>
<u>125-952012-525 EMPA Base Grant-State</u>				
51200 Regular Salaries And Wages	0	0	95,840	98,715
51500 Special Pay	0	0	1,700	1,700
52100 Fica Taxes	0	0	7,429	7,650
52200 Retirement Contribution	0	0	9,584	9,872
52300 Life & Health Insurance	0	0	21,647	23,033
52400 Workers Compensation	0	0	204	210
125-952012-525 Totals	<u>0</u>	<u>0</u>	<u>136,404</u>	<u>141,180</u>
<u>130-180-525 Enhanced E-911-Administration</u>				
51200 Regular Salaries And Wages	224,704	271,701	265,211	272,008
51400 Overtime	1,550	0	0	0
51500 Special Pay	0	1,300	1,300	1,300
51530 Special Pay-Hurricane Irma	6,276	0	0	0
52100 Fica Taxes	16,999	21,361	20,962	21,483
52200 Retirement Contribution	18,715	23,013	26,521	27,201
52300 Life & Health Insurance	23,718	57,997	60,359	63,876
52400 Workers Compensation	500	415	564	577
53400 Other Contractual Services	717,098	624,107	626,607	629,107
54000 Travel & Per Diem	5,676	26,410	26,410	26,410
54100 Communications	6,801	18,684	18,684	18,684
54200 Postage	0	20	20	20
54400 Rentals And Leases	7,679	4,800	4,800	4,800
54505 Vehicle Coverage	0	310	352	356
54542 Insurance / Professional Liability	0	1,155	1,155	1,155
54600 Repairs And Maintenance	27,483	79,234	79,234	79,234
54610 Repairs And Maintenance-Fleet	0	500	500	500
54700 Printing And Binding	50	500	500	500
54900 Other Current Charges & Obligations	0	18,666	30,000	30,000
55100 Office Supplies	2,229	4,200	4,200	4,200
55200 Operating Supplies	4,455	5,770	5,770	5,770
55400 Publications, Subscriptions & Membe	1,813	685	685	685
55401 Training	325	34,343	34,343	34,343
59990 Budgeted Contingency	0	0	-252	23,593
130-180-525 Totals	<u>1,066,071</u>	<u>1,195,171</u>	<u>1,207,925</u>	<u>1,245,802</u>
<u>130-470-525 MIS Automation</u>				
54110 Com-net Communications	5,140	6,160	12,990	12,990
54600 Repairs And Maintenance	9,585	11,834	11,480	11,480
130-470-525 Totals	<u>14,725</u>	<u>17,994</u>	<u>24,470</u>	<u>24,470</u>
<u>130-495-525 Insurance for E-911</u>				
54500 Insurance	0	2,235	2,305	2,328
130-495-525 Totals	<u>0</u>	<u>2,235</u>	<u>2,305</u>	<u>2,328</u>
Emergency Management Totals	<u>1,363,705</u>	<u>1,561,614</u>	<u>1,589,804</u>	<u>1,636,144</u>



"PEOPLE FOCUSED. PERFORMANCE DRIVEN."