



# ANNUAL BUDGET & CAPITAL IMPROVEMENT PROGRAM

## FISCAL YEAR 2013/2014



**LEON COUNTY, FLORIDA  
BOARD OF COUNTY COMMISSIONERS**

**PEOPLE FOCUSED. PERFORMANCE DRIVEN.**

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

LEON COUNTY BOARD OF COUNTY COMMISSIONERS



(From left to right) District 1 Commissioner *Bill Proctor*, District 3 Commissioner *John Dailey*, District 5 Commissioner **Vice-Chairman** *Kristin Dozier*, At-Large Commissioner **Chairman** *Nick Maddox*, At-Large Commissioner *Mary Ann Lindley*, District 4 Commissioner *Bryan Desloge*, and District 2 Commissioner *Jane G. Sauls*.

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

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

**PEOPLE FOCUSED. PERFORMANCE DRIVEN.**

Introduction

**Nick Maddox, Chairman, At-Large**



Nick Maddox serves as an at-large Commissioner and was elected to the Leon County Board of County Commissioners in 2010. He first moved to Leon County in 1999 to attend Florida State University where he majored in Business and Real Estate, while also playing for the Florida State Seminole football team. Nick developed his love for this community during his time at FSU and decided to make Tallahassee his permanent home. Nick is married to Tina Maddox and has two beautiful daughters – Nyla and Miley. He is committed to providing long-

term solutions to sustain growth in business and the economy, continued preservation efforts for the environment, and maintaining the quality of life that makes our community such a wonderful place to live and raise a family.

**William C. Proctor, Jr. District 1**



Commissioner Proctor was elected to the Leon County Board of County Commissioners in 1996 and represents the citizens of Leon County in District 1. He served as Chairman of the Board in 2006. His priorities as the District 1 Commissioner are affordable housing, quality healthcare, and education. He has served on several community advisory boards and has received numerous awards and recognitions for public service.

**Jane G. Sauls, District 2**



Commissioner Sauls is a sixth generation Leon County resident, and represents the citizens in District 2, which are the West and Southwest areas of Leon County. She was first elected in 1996, re-elected to the Board in 2000, 2004, 2008, and 2012. She has served as the Board's Chairman numerous times during her tenure as a Leon County Commissioner - in 1999/2000, 2003/2004, and 2007/2008. Commissioner Sauls has been in public service her entire professional career, working for the Clerk of the Circuit Court's Office for 32 years,

including Clerk of the Statewide Grand Jury, and several years in the State Attorney's Office. Commissioner Sauls is the first Leon County Commissioner to complete the Florida Association of Counties' certification course and their advanced leadership pro-

**John Dailey, District 3**



Commissioner Dailey was elected to the Board in 2006 and serves the citizens of District 3. He began his professional career in 2001 at the Florida League of Cities where he worked on legislative and regulatory issues involving local governance. He has worked for the National League of Cities in Washington, DC, where he gained a comprehensive understanding of the issues facing local governments; issues as diverse as economic development and community redevelopment to criminal justice and public safety. Commissioner Dailey is President of JDA Strategies, LLC, a local public policy

research and development firm. His priorities are sustainable growth, environmental protection, and economic development. John and his wife, Ginny, will celebrate their 16th wedding anniversary in December. They have two sons, Tommy and Henry.

**Kristin Dozier, Vice-Chairman, District 5**



Commissioner Dozier was elected to the Board in 2010. Prior to her election, Kristin spent 12 years at Mad Dog Construction, where she served as Green Building Advisor and Vice President. She worked on LEED projects and has lectured throughout North Florida on the benefits of sustainable construction and business practices. Since taking office, Kristin has taken on numerous boards and committee assignments and currently serves as Chairperson of the Blueprint 2000 Inter-

governmental Agency, the Human Services Grant Review Committee Joint Planning Board and the Leon County Research and Development Authority.

**Bryan Desloge, District 4**



Commissioner Desloge was elected to the Board in November 2006. As a 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 to functionally consolidate common services and operations to enhance efficiencies and reduce costs for both governments.

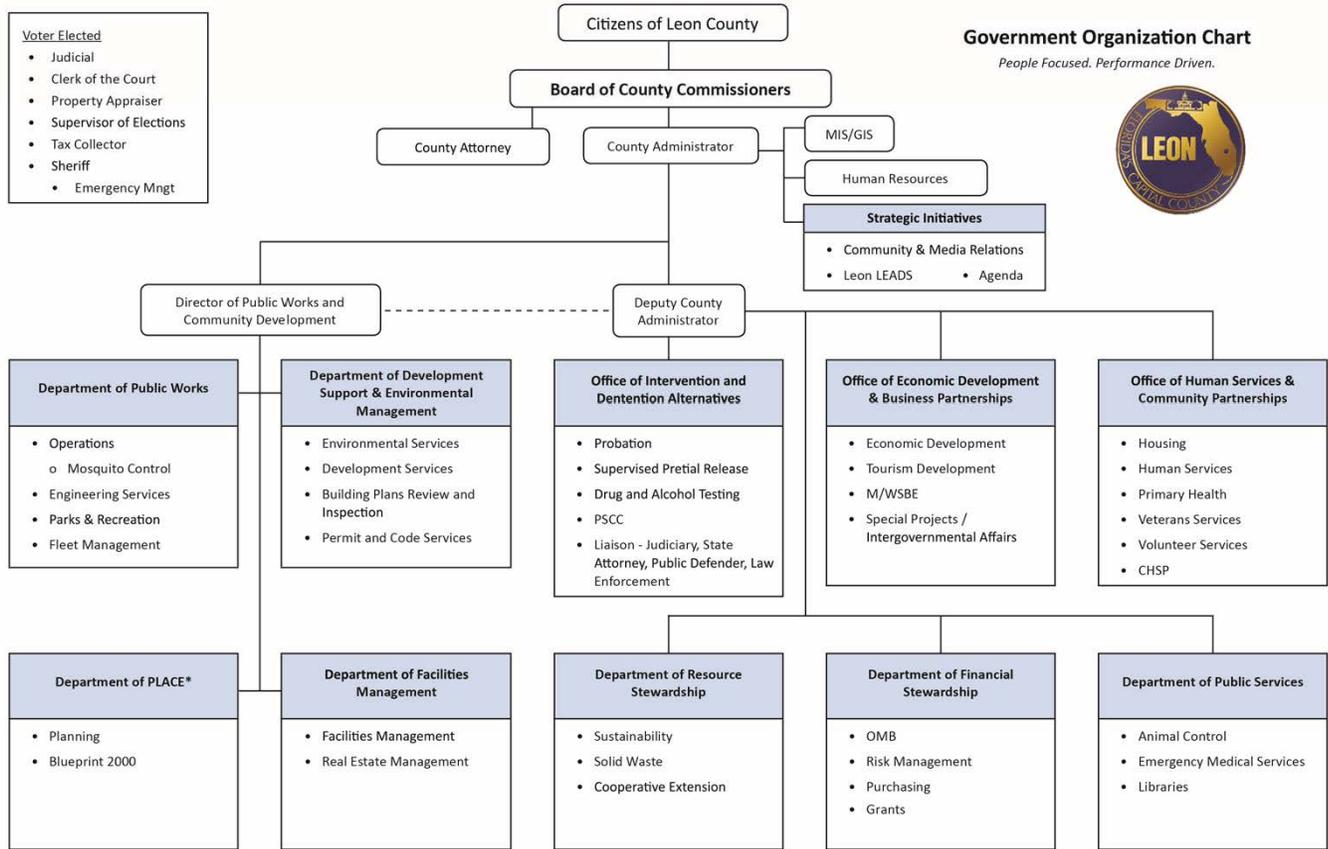
**Mary Ann Lindley, At-Large**



Commissioner Lindley is serving her first term as At-Large Leon County Commissioner. She was elected to the Board 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 her entire adult life, primarily in Tallahassee where she was a columnist, re-

porter and eventually editorial page editor of the Tallahassee Democrat. Among her community activities, she currently serves on the board of directors of the Capital Tiger Bay Club and the Village Square.





\* PLACE = Planning, Land Management & Community Enhancement

## LEON COUNTY, FLORIDA

Leon County is approximately 702 square miles. It has a population of approximately 278,000 people, with 95,000 living in the unincorporated area of the County and 183,000 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. 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, 2012**.

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. In addition to receiving the Distinguished Budget Presentation Award, the budget received the following special recognition:

**Outstanding as a Policy Document**  
**Outstanding as an Operations Guide**

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 23<sup>rd</sup> consecutive year.

**PREPARED BY:**

**Leon County  
Board of County Commissioners**

Vincent S. Long  
County Administrator

Alan Rosenzweig  
Deputy County Administrator

**Office of Management & Budget**

W. Scott Ross  
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Timothy P. Barden  
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Management & Budget Analyst

Damion R. Warren  
Management & Budget Technician

Grayson Dunn  
Management and Budget Intern

Shelby Green  
Management and Budget Intern

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

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

The front cover of the Fiscal Year 2013/2014 Annual Operating & Capital Improvement Program budget book depicts the County's culture of People, Place and Performance.





# Leon County

## Board of County Commissioners

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

October 18, 2013

Commissioners

BILL PROCTOR  
District 1

JANE G. SAULS  
District 2

JOHN DAILEY  
District 3

BRYAN DESLOGE  
District 4

KRISTIN DOZIER  
District 5

MARY ANN LINDLEY  
At-Large

NICK MADDOX  
At-Large

VINCENT S. LONG  
County Administrator

HERBERT W.A. THIELE  
County Attorney

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

Honorable Chairman and Commissioners:

I am pleased to present the FY 2013/2014 adopted budget. The budget of \$222,416,464 represents a \$647,040 decrease (0.30%) from last fiscal year.

### Prior Year Efforts

Due to the slow economic recovery after the longest and deepest recession since the Great Depression, the Board was deliberate in providing relief to citizens, during the toughest years as the economy was in decline and at its bottom, by not raising fees and passing on property tax savings to the community. While an increase in the millage rate up to the rolled-back rate would not have resulted in a tax increase, the Board elected to leave the millage rate constant for three years (FY 2010 to FY 2012); thereby, allowing property value reductions to result in corresponding tax savings to property owners for a combined total of \$14 million in property tax savings to the community. In FY 2013, in order to stem the tide of an eroding tax base and to preserve a quality level of services, the Board approved the rolled-back rate, which only ensured that the same amount of property taxes received in FY 2012 were collected in FY 2013.

During this period, the County has continually evaluated the current level of services provided to the community. This has involved a thorough examination of all the services departments provide including: libraries, tourist development, stormwater maintenance, mosquito control, management information systems, building inspection, development support, environmental services, parks and recreations services, probation and pre-trial programs, and solid waste services. Specific examples of reductions the Board has made since FY 2009 are:

- Restructuring Library Administration and Collection Services and opening the expanded library branches without adding additional staff
- Reducing Executive Management by 33 percent
- Closing the Solid Waste Facility to the public for the disposal of Class III waste and contracting with a private vendor to recycle this waste stream
- Privatizing the Pre-trial GPS Monitoring Program
- Significantly restructured the Public Works Department's stormwater and mosquito control programs – specifically, stormwater maintenance previously performed by two divisions is now being conducted by one division
- Eliminating 18 positions in the Development Support and Environmental Management Department over a two-year period to reflect decreased staffing needs due to the significant downturn in the construction industry

Notwithstanding, the County's significant efforts to mitigate the negative impacts caused by economic conditions, which were out of the County's control, I implemented Leon LEADs in FY 2011. LEADs places rigorous focus on those things the County control as an organization. As a continuing part of LEADs, departments and divisions continue to identify opportunities for improvement throughout the organization. These range from consolidation of functions across departmental lines to privatization where it makes sense.

As previously presented to the Board, Leon LEADs is not a management philosophy or a planning exercise, but a strategic transformational approach of aligning the Board's guiding vision and strategic priorities with the optimized resources of the organization while instilling our people focused, performance driven culture throughout the organization. Leon LEADs is a continuous process of looking inward to strengthen what works (and to abandon what does not), looking outward to leverage community partnerships, and to receive systematic feedback from citizens while providing for ongoing adjustments as conditions change. LEADs has allowed the Board to be proactive and avoid costs where ever possible.

### **The FY 2014 Adopted Budget**

The development of the current year budget is not an action that is isolated from previous Board budgets, but a continuation of an on-going effort to address declining property values while maintaining quality services. The adopted budget is, in effect, a maintenance and cost avoidance budget. The operating budget reflects efforts to adequately fund a high level provision of essential services. The capital budget demonstrates our emphasis on maintaining the County's core infrastructure.

Through a deliberate, necessary and reasoned approach, the Board approved an adopted balanced budget using a combination of budget reductions, increased revenues, and the use of fund balance to address an \$8.78 million budget shortfall.

Major highlights of the adopted budget include:

- Providing \$250,000 in initial capital funding for an economic urban incubator in the Gaines Street/Railroad Avenue area
- Creating a Signature Event fund in the amount of \$125,000 from the Tourist Development bed-tax to assist large festival, sports and heritage events that drive tourism
- After listening to unincorporated citizens regarding the use of the rural waste service centers, the Board implemented a modest user fee rather than closing the centers
- Deferring \$1.5 million in capital improvement
- Eliminating 8.2 positions from the organization without layoffs
- Utilizing \$4.1 million to balance the operating budget

As part of the budget process, the Board addressed a long standing issue of general revenues subsidizing enterprise operations. Consistent with county policy, the intent is for "business" operations to pay for themselves through appropriate fees. As part of the overall effort, the Board negotiated a 32% reduction in the curbside collection rate for solid waste, which impacts the majority of the unincorporated area. At the same time, the Board adjusted the stormwater user fee. For the first time in 23 years, the Board increased the stormwater assessment fee from \$20 to \$85 for a single family equivalent. The new fee takes into consideration those most in need (low income seniors and disable veterans) and provides credits for those property owners that have already provided for some portion of on-site treatment. Taken together, most residential property owners will see a net reduction in their total impacts.

Moreover, the Board was able to reduce the general revenues subsidy to the transportation trust fund by \$1.0 million by implementing the available five-cent gas tax. Through an interlocal agreement with the City of Tallahassee, Leon County agreed to share the proceeds from this tax evenly. In FY 2014, The County's share of this tax is \$2.0 million. The Board directed \$1.0 million be used to reduce the

transportation trust fund general revenue subsidy, and the remaining \$1.0 million for transportation infrastructure projects. Additionally, this deliberate and reasoned approach in the allocation of the additional gas tax revenue allowed the Board to reduce the allocation of general fund balance from the \$5.1 million approved at the July budget workshop to \$4.1 million.

Due to the economic environment, the reduction in property valuations, and inflationary increases in expenditures, the County has anticipated significant budget shortfalls. Through the continuation of the County LEADs process initiated during FY 2011, staff again performed an exhaustive evaluation throughout all of the county departments and divisions looking for efficiencies. Without these continued efficiency efforts, the costs associated with the FY 2014 budget would have caused the budget shortfall to be much greater. Additionally, for the FY 2014 budget cycle LEADS Cross Departmental Action Teams were created to assist in this initiative. Examples of FY 2014 budget savings include over \$718,000 in avoided costs, including:

- Avoiding \$290,000 and three positions needed for right-of-way maintenance including the newly finished Mahan Drive by reorganizing road maintenance crews
- Reviewing the possibility of equipment sharing, avoiding the purchasing of two dump trucks and saving \$250,000
- Reorganizing Facilities Management Operation and Maintenance staff, which allowed for the elimination of two positions savings \$106,000
- Reducing Library Courier and Bookmobile Services saving \$72,000

#### Property Taxes and Budget Balancing

The FY 2013/2014 adopted budget includes the budget year and four planned years. Pursuant to Florida Statute, the Board adopts only the budget year and not the planned years. The out years are provided for information and planning purposes only and are adjusted accordingly during the actual year of implementation.

The budget is balanced without increasing the current 8.3144 millage rate. By maintaining the millage rate, the Board has ensured that in accordance with Florida Statutes there will not be a tax increase next year. The total estimated tax collections for FY2014 will be \$1.04 million or 1.0 percent less than 2013. This means, since FY2009, the total tax collection for the Board has been reduced by \$13.1 million or 11 percent. However, regardless of the tax rate established by the Board, individual taxable property values may have increased, decreased or remained the same. As such, and individual's property taxes, which are calculated by multiplying the tax rate by the taxable value, may also increase, decrease or remain the same.

In addition to the \$3.7 million in budget reductions, the Board also used \$4.1 million in reserves to balance the budget. The County's fund balances typically grow annually through the under-spending of appropriations and the over-collection of forecasted revenues (mainly resulting from the statutory requirement to budget at 95% of forecast). Given these parameters, the allocation of \$4.1 million is not unreasonable. However, historically, the fund balances that have accumulated have been utilized for one-time capital project funding.

Continued use of fund balance at this level could jeopardize future County funding of capital infrastructure needs. Normally, \$1.0 - \$2.0 million of general revenue is transferred to support the capital program. This year, in order to assist in balancing the budget and avoiding the use of additional fund balance, the usual general revenue transfer needed to support capital projects was eliminated. In order to properly fund the capital program, this transfer should resume next year.

It is important to be mindful that the actions of the Board are independent of any other local taxing authority. Additionally, the Board also has to remain cognizant that approximately 43% of all property is

tax exempt in Leon County. Of this amount, the County maintains one of the highest amounts of property exempt related to state government when compared to other Florida counties. With other jurisdictions, major private employers also contribute to the local economy through property tax payments; however, with a tax exempt entity and no Payment in Lieu of Taxes (PILOT) required from the state, a much larger property tax burden falls to the remainder of the property owners in the community.

#### County Employees and Staffing Levels

Including the 8.2 positions eliminated in the FY 2014 budget, over the past six years, the Board has reduced its workforce by 83 positions. This was achieved by reorganizing stormwater, transportation, development support, tourist development, facilities management, library services, facilities management and associated executive/administrative functions. This restructuring has allowed the Board to reduce costs while minimally affecting service levels to the community. Importantly, this has been accomplished with no layoffs, but rather through vacancies, attrition, and previous voluntary retirements.

The only new position added to the FY 2014 budget was associated with right-of-way landscape maintenance crew position. This position, which was associated with a cost saving reorganization in the Public Works, Operations Division was necessary in order to create a completely new landscape maintenance crew needed for the upkeep of additional right-of-way acquisitions, including Mahan Drive.

In addition to the above, the Board also approved the following in relation to employee benefits:

- Shifted a portion of health care cost to employees for family coverage, which brings the employees costs in-line with industry and national norms. Employees will now pay 20% of the cost for family coverage compared to 12.5 %. Employees were held harmless in FY 2014, but the County will realize future year savings by employees paying a larger share of future cost increases. All percentages based on participating in the value based benefits program (VBD).
- Provided a modified cost-of-living adjustment (COLA) of 1.5 percent in October and 1.5 percent in April for all Board and Constitutional employees.

With regard to total staffing levels, Leon County continues to compare extremely favorably to other comparable Florida counties. Leon County maintains the lowest number of employees at six employees/1,000 residents, along with Lake and St. Lucie Counties.

#### Long Term Outlook

It is important to note that during these years of cut-backs and reductions, the County has acquired or built additional infrastructure without necessarily funding for its future upkeep. These amenities include greenways, roadways and associated landscaping/medians, libraries, and community centers.

#### *Parks and Recreation*

The County has acquired 1,185 acres of greenways (St. Marks Headwaters, Fallschase, Eight-Mile Pond, Alford Arm Goose Creek Connector, and the Fred George Sinkhole properties), and passive parks (Pedric Pond and Trail, Martha Wellman, Lake Henrietta and Jackson View). In addition, the land management plan with the Florida Community Trust requires the County to create a park in conjunction with the recently completed Okeehoopkee stormwater retrofit project.

While Blueprint 2000 has provided funds to construct the required amenities at Fred George and St. Marks greenway purchases, future funding will be required to maintain these facilities to acceptable standards. Moreover, the Miccosukee and Alford Arm Greenways management plans are currently being revised. These plans will include additional amenities that will be expected by the public such as potable water sources for the Miccosukee Greenway and trail layout and design at Alford Arm.

*Transportation and Mobility*

Currently, the County resurfacing program is funded from the original local infrastructure sales tax. Revenue collected from gas taxes does not fund any road resurfacing. In January and February 2013, the Board approved updated resolutions at the required public hearings that now allow the County's ten percent share of the current infrastructure tax to be used for the resurfacing of major arterial and collector roads. This issue is currently being deliberated in detail at the citizens committee currently considering projects for the proposed second extension of the local option infrastructure sales tax.

In addition to the above, over the past five years, Public Works Operations staff has been reduced by six percent. During this time the division has taken on the responsibility of maintaining 40 more stormwater ponds, 14 miles of paved roads, 35 acres of landscaped areas, and 12.5 miles of road side ditches/swales. In addition, once the sections of Capital Circle NW and SW currently under construction are completed, additional funding estimated at \$580,000 in recurring operation expenses will be needed to maintain these roadways.

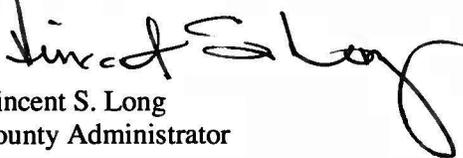
**Conclusion**

FY 2014 will continue to be a time of great change and continued economic challenges for the Leon County Government organization, and importantly, for the people we serve. We will continue to be guided by a people focused, performance driven culture which aligns the optimized resources of the County with the vision and top strategic priorities of the Board while engaging citizens and leveraging our partnerships to achieve results even in tough times. As the economy continues to improve and property values begin to increase, the County must continue to balance taxpayer sensitivities with community investment and long term financial responsibility.

I would like to thank the Board for providing clear policy direction in developing the adopted budget. In addition, the cooperation of the Constitutional Officers was critical in balancing the budget and I sincerely appreciate their efforts. Most importantly, our employees throughout the County, year after year continue to provide real solutions to the most complex fiscal issues facing the County. Their dedication and innovation were instrumental in the development of this budget.

Detailed fiscal analysis of County funds and information regarding County departments, Constitutional and Judicial offices are provided in the following pages which reflect the sound fiscal policy of the Board of County Commissioners and the professional financial stewardship of Leon County Government.

Sincerely,



Vincent S. Long  
County Administrator

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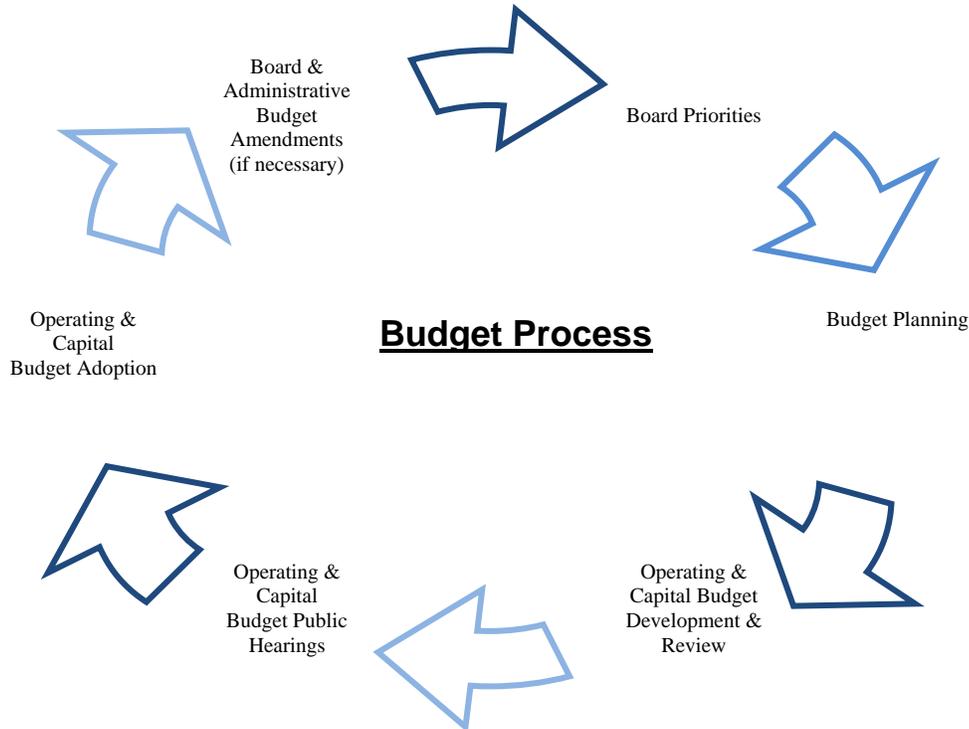
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**Figure 1: Budget Process:** The budget process is a formalized effort that involves collaboration and coordination among the respective County departments, the Office of Management and Budget, the County Administrator, the Constitutional and Judicial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

*OPERATING AND CAPITAL BUDGET PLANNING*

**Board Priorities**

Annually, the Board conducts a retreat facilitated by the County Administrator to establish the County's priorities for the following year. This year's retreat built upon the actions taken during the previous year. As the Board was in the second year of its two-year Strategic Plan, the 2012 retreat provided the Board with an opportunity to review the status of its Strategic Priorities and to update its Strategic Plan. Throughout the day, the Board engaged in a highly collaborative process to provide policy guidance for the County. Through the Board's efforts, clear direction was provided to staff through the modified Strategic Priorities and new/modified Strategic Initiatives.

**Budget Planning**

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

At the January 29, 2013 Board meeting, the Board ratified the actions from the December 2012 Board Retreat and approved the revised Strategic Plan for FY 2012 and FY 2013.

Subsequently, at the February 12, 2013 meeting, the Board formally approved a budget calendar and preliminary policy guidance for the development of the Fiscal Year 2013/2014 budget.

As a part of this year's LEADS process, the County Administrator created Cross Departmental Action Teams. Cross Departmental Action Teams is an effort whereby different leadership staff collaborates across County departmental areas to identify opportunities for costs savings for inclusion in the budget development process. The effort is to compel and empower staff to work across departmental lines and recognize that the resources of the organization are not isolated to a singular department, but rather acknowledge, there are numerous opportunities for collaboration, reductions, and the sharing of resources. The Cross Departmental Action Teams effort will be replicated annually as part of the budget process.

The Board approved the LEADS Cross Departmental Team report and recommendations for the implementation at the July 8, 2013 Budget Workshop.

#### *OPERATING AND CAPITAL BUDGET DEVELOPMENT, REVIEW, ADOPTION AND ADMINISTRATION*

##### **Operating Budget Development and Review**

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

##### **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**

In the month of July, taxable property values are certified by the Property Appraiser and the County Administrator makes a formal workshop presentation of a proposed budget to the Board. Subsequent to discussion, the Board will establish an Adopted millage rate to be deliberated in the required budget hearings. During the month of September, the Board tentatively adopts 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 Adopted budget prior to final adoption. At the final public hearing, the Board adopts the millage rates and budget by resolution.

##### **Budgetary Structure**

Chapter 129, Florida Statute requires local county government to adopt balanced budgets. The FY 2013/2014 Adopted Budget for Leon County is balanced with the use of a variety of revenue sources, fund balances, and expenditure reductions.

##### **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, must be approved by a majority vote of the County Commission.

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. Additionally, the message provides an explanation of future budget considerations based on revenue sources, relevant legislation, the economy, current fund balances, debt services and transfers.

**LEADS/Strategic Plan**

This section includes the Leon County Board of County Commissioners' revised strategic plan for FY 2012 & FY 2013.

**BUDGET SUMMARY & ANALYSIS**

This section includes a summary of the budget, analysis of trends, finances, and staffing. 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).

**BOARD OF COUNTY COMMISSIONERS**

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, County Attorney's Office, Public Works, Development Support & Environmental Management, Facilities Management, PLACE, Financial Stewardship, Economic Development & Business Partnerships, Public 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 will summarize how each area demonstrates its commitment to the County's core practices, and identify performance metrics. 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.

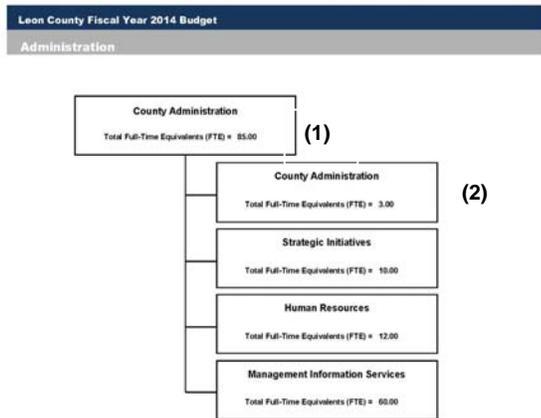
**APPENDIX**

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 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 featured along with a copy of the Budget Calendar. Finally, a budget cost summaries section is included, which provides line item budgetary information for all County departments and divisions.

<b>If you have this question</b>	<b>Refer to Tab(s)</b>	<b>Page(s)</b>
What is the total adopted budget?	Administrator's Budget Message Budget Summary & Analysis / Budget Overview	1 5 - 2
What is the County's millage rate?	Budget Summary & Analysis / Budget Overview Budget Summary & Analysis / Financial Indicators Budget by Fund	5 - 2 5 - 33
What is the County's budget process timeline?	Reader's Guide	3 - 1
How to read budget forms?	Reader's Guide	3 - 5
Where can I find the breakdown of County services by function?	Budget Summary & Analysis/Budget Overview	5 - 3
Where the money comes from and where the money goes?	Budget Summary & Analysis / Revenues v. Expenditures	5 - 36
Where can I find Discretionary Line Item Funding Agencies?	Non-Operating / Department Budgets	22 - 4
Where can I find Leon County's population?	Budget Summary/Analysis: Community Economic Profile Appendix	5 - 25 25 - 58
Where are the County's financial policies?	Appendix	25 - 9
Where can I learn about the capital budget?	Budget Message Budget Summary/Analysis: Expenditures v. Revenues Capital Improvement Program	2 5 - 39 24 - 1
What are the priorities of Leon County?	LEADS/Strategic Plan/Reader's Guide/Budget Process	3 - 1

## 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** - County staff is divided between four major service areas: County Administration, Strategic Initiatives, Human Resources, and Management Information Services.

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

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

**Leon County Fiscal Year 2014 Budget**  
**Administration**

**Executive Summary (3)**  
The Administrative section of the Leon County FY 2014 Annual Budget is comprised of County Administration, Strategic Initiatives, Human Resources and Management Information Services.

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

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

**HIGHLIGHTS (4)**  
During FY 2013, 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 2012 and 25 – FY 2013). During FY 2014, 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.

**Figure 1.3 - Department Business Plans** - Serves as a summary of Department Business Plans. These plans developed as a part of the FY 12 & FY 13 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.

Leon County Fiscal Year 2014 Budget	
Community and Media Relations Business Plan	
Mission Statement	(5) The mission of the Leon County Community & Media Relations Division 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 media partners.
Strategic Priorities	(6) Governance <ul style="list-style-type: none"> <li>Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (G1) rev. 2013</li> <li>Sustain a culture that respects, engages and empowers citizens in important decisions facing the community. (G3) 2012</li> <li>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) 2012</li> </ul>
Strategic Initiatives	(7) 1. Implement strategies which promote access, transparency, and accountability, including: posting the website address (URL) on County vehicles, and providing On Demand - Get Local videos (G1) FY 2014 2. Implement strategies to further engage citizens, including: develop and provide Virtual Town Hall Ongoing meeting (G3) 3. Expand opportunities for increased media and citizen outreach to promote Leon County. (G1,G3) Ongoing 4. Prepare and broadly distribute Annual Reports (G5) Ongoing
Actions	(8) 1. Promote the services and accessibility of County government through the website, new technology/social media tools, mobile applications, news releases, public notices, legal advertisements, articles, County Link, television channel, broadcast radio, fleet vehicles, and community engagement, such as special events and presence at community partners activities. (G1, G3) CMR 2. Continued public education, promotion, and community outreach through Citizen Engagement Series, future virtual town hall meetings, and special events. (G3) CMR 3. Research and identify additional mediums for the distribution of the Annual Report outside of making the reports available in County facilities, by direct mail to Florida County governments and local organizations, and posting to the website. (G5) CMR
Performance Measures	(9) G1 # of news releases, public notices, Gov delivery alerts G3 # of public education special events (or attendance) G5 Increase Annual Report distribution by 10% through alternate mediums

**(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 initiatives.

**(9) Performance Measures** - This section outlines the associated metrics that will be tracked and annually reported to the Board.

**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 2014 Budget						
Administration						
<b>Budgetary Costs (10)</b>	FY 2012 Actual	FY 2013 Adopted	FY 2014 Continuation	FY 2014 Issues	FY 2014 Budget	FY 2015 Budget
Personnel Services	6,625,999	7,056,104	7,475,264	(6,214)	7,469,050	7,450,428
Operating	2,593,844	2,765,340	2,823,471	210,319	3,033,790	3,045,540
Transportation	7,005	10,768	9,805	-	9,805	9,805
Capital Outlay	7,962	-	-	-	-	-
<b>Total Budgetary Costs</b>	<b>9,234,829</b>	<b>9,835,212</b>	<b>10,308,670</b>	<b>204,105</b>	<b>10,510,775</b>	<b>10,505,901</b>
<b>Appropriations (11)</b>	FY 2012 Actual	FY 2013 Adopted	FY 2014 Continuation	FY 2014 Issues	FY 2014 Budget	FY 2015 Budget
County Administration	521,483	533,160	559,528	-	559,528	557,139
Strategic Initiatives	730,494	820,719	921,060	36,170	957,233	958,418
Human Resources	1,055,442	1,150,518	1,179,599	59,207	1,238,806	1,228,074
Management Information Services	6,927,210	7,330,815	7,648,482	108,728	7,757,210	7,754,270
<b>Total Budget</b>	<b>9,234,829</b>	<b>9,835,212</b>	<b>10,308,670</b>	<b>204,105</b>	<b>10,510,775</b>	<b>10,505,901</b>
<b>Funding Sources (12)</b>	FY 2012 Actual	FY 2013 Adopted	FY 2014 Continuation	FY 2014 Issues	FY 2014 Budget	FY 2015 Budget
001 General Fund	9,234,829	9,835,212	10,308,670	204,105	10,510,775	10,505,901
<b>Total Revenues</b>	<b>9,234,829</b>	<b>9,835,212</b>	<b>10,308,670</b>	<b>204,105</b>	<b>10,510,775</b>	<b>10,505,901</b>
<b>Staffing Summary (13)</b>	FY 2012 Actual	FY 2013 Adopted	FY 2014 Continuation	FY 2014 Issues	FY 2014 Budget	FY 2015 Budget
County Administration	3.00	3.00	3.00	-	3.00	3.00
Human Resources	13.00	12.00	12.00	-	12.00	12.00
Management Information Services	89.00	81.00	81.00	(1.00)	80.00	80.00
Strategic Initiatives	8.00	9.00	10.00	-	10.00	10.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>113.00</b>	<b>105.00</b>	<b>106.00</b>	<b>(1.00)</b>	<b>105.00</b>	<b>105.00</b>

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

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

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

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

**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 2014 Budget						
Administration						
County Administration (001-110-512)						
	FY 2012 Actual	FY 2013 Adopted	FY 2014 Continuation	FY 2014 Issues	FY 2014 Budget	FY 2015 Budget
<b>Budgetary Costs (14)</b>						
Personnel Services	807,429	515,785	541,794	-	541,794	538,407
Operating	14,054	17,367	17,732	-	17,732	17,732
<b>Total Budgetary Costs</b>	<b>821,483</b>	<b>533,150</b>	<b>559,526</b>	<b>-</b>	<b>559,526</b>	<b>557,139</b>
<b>Funding Sources (15)</b>						
001 General Fund	821,483	533,150	559,526	-	559,526	557,139
<b>Total Revenues</b>	<b>821,483</b>	<b>533,150</b>	<b>559,526</b>	<b>-</b>	<b>559,526</b>	<b>557,139</b>
<b>Staffing Summary (16)</b>						
County Administrator	1.00	1.00	1.00	-	1.00	1.00
Sr. Executive Assistant	1.00	1.00	1.00	-	1.00	1.00
Deputy County Administrator	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>3.00</b>

The major variances for the FY 2014 County Administration budget are as follows:  
 Increases to Program Funding:  
 1. Costs associated with an increase in County's portion of funding for the Florida Retirement System investment plan, Workers Compensation, and Health Insurance. These increases do not consider any employee salary adjustments.  
 2. Communication costs in the amount of \$335.

**(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 2014 Budget																																							
Office of Financial Stewardship																																							
Office of Management and Budget (001-130-513)																																							
<b>Goal (17)</b>	The mission of the Office of Management & Budget is to continuously enhance the quality of County services by optimizing the use of County financial resources through the effective provision of planning, policy analysis, budget development, budget implementation and program evaluation services to benefit citizens, elected officials and staff.																																						
<b>Core Objectives (18)</b>	<ol style="list-style-type: none"> <li>1. Provide financial management assistance to the County Administrator and other departments.</li> <li>2. Responsible for the development, monitoring, and control of the annual operating budget and capital improvement program.</li> <li>3. Forecast and monitor County revenues.</li> <li>4. Responsible for the County's annual Truth in Millage (TRIM) process.</li> <li>5. Conduct research, fiscal policy analysis for special projects, and management reviews as requested by the County Administrator and Board.</li> </ol>																																						
<b>Statutory Responsibilities (19)</b>	Florida Statute, Chapter 125 "County Government"; Florida Statute, Chapter 129 "County Annual Budget"; Florida Statute, Chapter 200 "Determination of Millage"																																						
<b>Advisory Board (20)</b>	Financial Investment Advisory Committee; Investment Oversight Committee; Blueprint 2000 Finance Committee																																						
<b>Benchmarking (21)</b>	<table border="1"> <thead> <tr> <th>Priorities</th> <th>Benchmark Data</th> <th>Leon County</th> <th>Benchmark</th> </tr> </thead> <tbody> <tr> <td>G5</td> <td>Net Budget Per Countywide Resident*</td> <td>1,724</td> <td>1,1064*</td> </tr> </tbody> </table> <p>*Benchmark is generated from the average net budget per county resident of Lee-Stat Counties. Benchmark Counties include Alachua, Lake, Esambia, Marion, St. Lucie, Okechua, and Manatee.</p>			Priorities	Benchmark Data	Leon County	Benchmark	G5	Net Budget Per Countywide Resident*	1,724	1,1064*																												
Priorities	Benchmark Data	Leon County	Benchmark																																				
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<b>Performance Measures (22)</b>	<table border="1"> <thead> <tr> <th>Priorities</th> <th>Performance Measures (22)</th> <th>FY 2011 Actuals</th> <th>FY 2012 Actuals</th> <th>FY 2013 Estimate</th> <th>FY 2014 Estimate</th> </tr> </thead> <tbody> <tr> <td>G5</td> <td>Meet all requirements of Florida Statutes 129 and 200 Truth-in-Millage (TRIM)</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>G5</td> <td>Forecast actual major revenue source within 5% of the budget [actual collections as a % of budget]</td> <td>99%</td> <td>99%</td> <td>99%</td> <td>99%</td> </tr> <tr> <td>G2</td> <td>Process budget amendment requests within 2 business days of the next scheduled Board meeting (% is an estimate)</td> <td>98%</td> <td>98%</td> <td>100%</td> <td>99%</td> </tr> <tr> <td>G5</td> <td>Develop and print 2 semi-annual performance reports by May 30 and November 30</td> <td>2</td> <td>1</td> <td>2</td> <td>2</td> </tr> <tr> <td>G2</td> <td>Review all agenda items in less than 2 days 95% of the time</td> <td>95%</td> <td>95%</td> <td>98%</td> <td>98%</td> </tr> </tbody> </table>			Priorities	Performance Measures (22)	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 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]	99%	99%	99%	99%	G2	Process budget amendment requests within 2 business days of the next scheduled Board meeting (% is an estimate)	98%	98%	100%	99%	G5	Develop and print 2 semi-annual performance reports by May 30 and November 30	2	1	2	2	G2	Review all agenda items in less than 2 days 95% of the time	95%	95%	98%	98%
Priorities	Performance Measures (22)	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate																																		
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G2	Review all agenda items in less than 2 days 95% of the time	95%	95%	98%	98%																																		

**(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) 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.

**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 2014 Budget						
Administration						
Strategic Initiatives (001-115-513)						
<b>Budgetary Costs (23)</b>	FY 2012 Actual	FY 2013 Adopted	FY 2014 Continuation	FY 2014 Issues	FY 2014 Budget	FY 2015 Budget
Personnel Services	603,105	703,263	603,562	16,770	820,352	821,537
Operating	127,389	117,456	117,481	19,400	136,881	136,881
<b>Total Budgetary Costs</b>	<b>730,494</b>	<b>820,719</b>	<b>921,063</b>	<b>36,170</b>	<b>957,233</b>	<b>958,418</b>
<b>Funding Sources (24)</b>	FY 2012 Actual	FY 2013 Adopted	FY 2014 Continuation	FY 2014 Issues	FY 2014 Budget	FY 2015 Budget
001 General Fund	730,494	820,719	921,063	36,170	957,233	958,418
<b>Total Revenues</b>	<b>730,494</b>	<b>820,719</b>	<b>921,063</b>	<b>36,170</b>	<b>957,233</b>	<b>958,418</b>
<b>Staffing Summary (25)</b>	FY 2012 Actual	FY 2013 Adopted	FY 2014 Continuation	FY 2014 Issues	FY 2014 Budget	FY 2015 Budget
Agenda Coordinator	1.00	1.00	1.00	-	1.00	1.00
Assistant to the County Administrator	1.00	1.00	1.00	-	1.00	1.00
Citizen Services Liaison	1.00	1.00	1.00	-	1.00	1.00
Director of Community & Media Relations	1.00	1.00	1.00	-	1.00	1.00
Public Information Specialist	2.00	3.00	3.00	-	3.00	3.00
Special Projects Coordinator	-	-	1.00	-	1.00	1.00
Executive Assistant	1.00	1.00	1.00	-	1.00	1.00
Sr. Asst. to the County Administrator	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>8.00</b>	<b>9.00</b>	<b>10.00</b>	<b>-</b>	<b>10.00</b>	<b>10.00</b>

The major variances for the FY 2014 Strategic Initiatives budget are as follows: (26)

- Increase to Program Funding:  
 1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014. Additional increases reflect the realignment of a Budget Analyst position from the Office of Management and Budget to Special Projects Coordinator as well as the increase for one Social Media Liaison 25-hour OPS employee in the amount of \$16,770.  
 2. Contracts or other obligations for continuity of services in the amount of \$19,400 including:  
 - County Link advertising \$4,000  
 - WFSU Radio \$10,400  
 - Social Media Marketing \$5,000

**(23) 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.

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

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

**(26) 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 FY14 projects.

**Leon County Fiscal Year 2014 - 2018 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 FY14 include: Elections Equipment, BOA Building Renovations, and Digital Phone System.

**Funding Sources (28)**  
 Figure 24.5 shows that 79% (\$3,380,500) of the FY14 General Government budget is funded by the Capital Improvements Fund (Fund 305). The Bank of America Fund (Fund 165) is funding 18% (\$754,000) of the budget for improvements of that facility. The Tourist Development Fund (Fund 160) will fund 1% (\$30,000) for improvements to the Welcome Center. The Huntington Oaks Fund (Fund 166) is funding 2% (\$100,000) for improvements of that facility.

**Figure 24.5**  
**FY14 General Government Projects**  
**By Funding Source**

**Managing Departments (27)**  
 Table 24.9 shows that Management Information Services will manage 48% of the FY14 general government capital improvement projects. Facilities Management will manage 44% of the projects. Fleet Management and the Supervisor of Elections each will manage one or 8% of the general government projects.

**Table 24.9**  
**FY14 General Government Projects**  
**By Managing Department**

Managing Department	# of Projects	FY14 Budget
Facilities Management	12	\$1,725,000
Fleet Management	1	\$350,500
Management Information Services	13	\$1,415,000
Supervisor of Elections	1	\$600,000
<b>Total</b>	<b>27</b>	<b>\$4,294,500</b>

**(27) 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.

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

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

**Operating Budget Impacts (29)**  
 Table 24.10 shows the estimated impacts that some General Government 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.

**Table 24.10**  
**General Government Operating Budget Impacts**

Project	Project #	FY14 Estimate	FY15 Estimate	FY16 Estimate	FY17 Estimate	FY18 Estimate
Digital Phone System - MS	076004	48,500	17,500	17,500	17,500	17,500
Digital Phone System - Sheriff's Office	076004	(85,000)	(110,000)	(110,000)	(110,000)	(110,000)
E-Filing System for Court Documents	076063	27,000	27,000	27,000	27,000	27,000
Financial Hardware and Software	076001	3,000	3,000	3,000	3,000	3,000
Work Order Management	076042	10,000	21,000	32,000	43,200	54,000
<b>Total</b>		<b>\$9,500</b>	<b>(\$900)</b>	<b>\$9,900</b>	<b>\$20,700</b>	<b>(\$31,500)</b>

**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 2014 - 2018 Capital Improvement Program										
Financial Hardware and Software										
Dep/Div:	Management Information Services			Comp Plan CIE Project:	N/A					
Project #:	076001			Capital Improvement:	N/A <b>(30)</b>					
Service Type:	General Government			Level of Service Standard:	N/A					
Status:	Existing Project			Current Level of Service:	N/A					
<b>Project Description/Justification (31)</b>										
This project is for the purchase of financial hardware and software technology. The FY14 request is for the purchase of a formal point-of-sale accounting system for Probation, Supervised Pretrial Release, and Drug and Alcohol Testing for tracking daily collections. This system will be interfaced with Banner.										
<b>Financial Summary (32)</b>										
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	253,128	29,119	4,156	30,000	0	0	0	0	30,000	312,247
	253,128	29,119	4,156	30,000	0	0	0	0	30,000	312,247
<b>Policy/Comprehensive Plan Information (33)</b>										
Leon County Policy No. 92-4: Accounting and Reporting Leon County Policy No. 93-44: Fiscal Planning										
<b>Operating Budget Impact (34)</b>										
Funding Source	EY 2014 Budget	EY 2015 Planned	EY 2016 Planned	EY 2017 Planned	EY 2018 Planned					
001 General Fund	3,000	3,000	3,000	3,000	3,000					
	3,000	3,000	3,000	3,000	3,000					
This project has an annual impact on Management Information Services operating budget. The following are the estimated impacts anticipated to begin in FY 2014: \$3,000 Annual Support fee for the Probation accounting system										

**(30) Project Identification** – This section provides the project's managing department/division, project number, service type, project status, comprehensive plan elements, service standard, and current level of service.

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

**(32) 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.

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

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





## LEON COUNTY BOARD OF COUNTY COMMISSIONERS

# STRATEGIC PLAN FY 2012 & FY 2013

### Vision

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As home to Florida's capitol, Leon County is a welcoming, diverse, healthy, and vibrant community, recognized as a great place to live, work and raise a family. Residents and visitors alike enjoy the stunning beauty of the unspoiled natural environment and a rich array of educational, recreational, cultural and social offerings for people of all ages. Leon County government is a responsible steward of the community's precious resources, the catalyst for engaging citizens, community, business and regional partners, and a provider of efficient services, which balance economic, environmental, and quality of life goals.

### Core Values

---

*We are unalterably committed to demonstrating and being accountable for the following core organizational values, which form the foundation for our people focused, performance driven culture:*

**SERVICE**

**RELEVANCE**

**INTEGRITY**

**ACCOUNTABILITY**

**RESPECT**

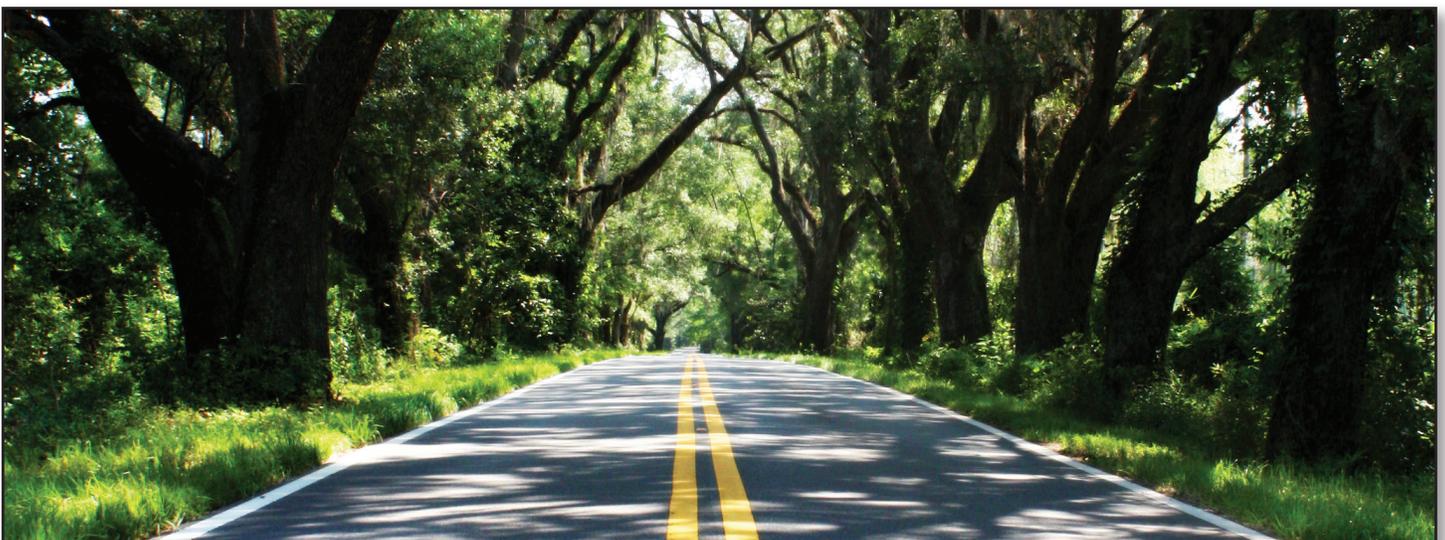
**COLLABORATION**

**STEWARDSHIP**

**PERFORMANCE**

**TRANSPARENCY**

**VISION**



## **Strategic Priority - Economy**

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

- ▶ (EC1) - Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (2012)
- ▶ (EC2) - Support business expansion and job creation, including: the implementation of the Leon County 2012 Job Creation Action Plan, to include evaluating the small business credit program. (2012)
- ▶ (EC3) - Strengthen our partnerships with our institutions of higher learning to encourage entrepreneurship and increase technology transfer and commercialization opportunities, including: the Leon County Research and Development Authority and Innovation Park. (2012)
- ▶ (EC4) - Grow our tourism economy, its economic impact and the jobs it supports, including: being a regional hub for sports and cultural activities. (2012)
- ▶ (EC5) - Focus resources to assist local veterans, especially those returning from tours of duty, in employment and job training opportunities through the efforts of County government and local partners. (2012)
- ▶ (EC6) - Ensure the provision of the most basic services to our citizens most in need so that we have a “ready workforce.” (2012)
- ▶ (EC7) - Promote the local economy by protecting jobs and identifying local purchasing, contracting and hiring opportunities. (2013)

## **Strategic Initiatives - Economy**

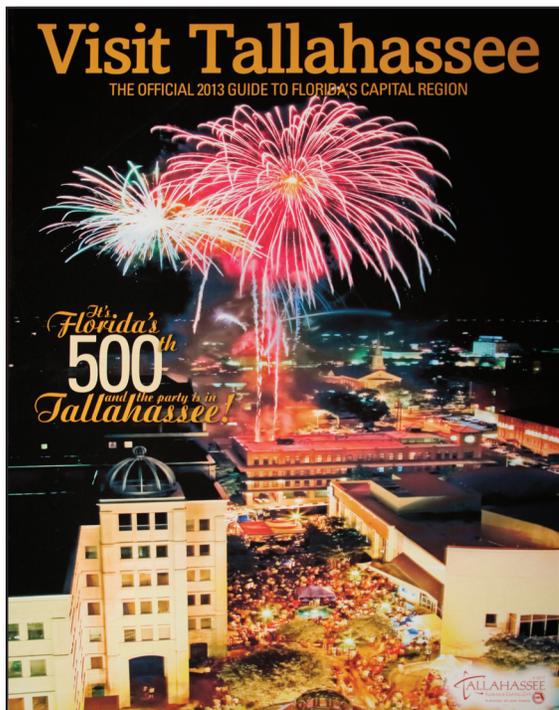
- (EC1, G3, G5) - Evaluate sales tax extension and associated community infrastructure needs through staff support of the Leon County Sales Tax Committee (2012)
- (EC1, G3, G5) - Develop a proposed economic development component for the Sales Tax extension being considered (2013)
- Implement strategies that encourage highest quality sustainable development, business expansion and redevelopment opportunities, including:
  - (E2) - Identify revisions to future land uses which will eliminate hindrances or expand opportunities to promote and support economic activity (rev. 2013);
  - (EC2) - Consider policy to encourage redevelopment of vacant commercial properties (2012); and
  - (EC2) - Consider policy to continue suspension of fees for environmental permit extensions (2012)
  - Implement strategies that support business expansion and job creation, including:
    - (EC2) - Evaluate start-up of small business lending guarantee program (2012);
    - (EC2) - Identify local regulations that may be modified to enhance business development; and
    - (EC2) - Implement Leon County 2012 Job Creation Plan (2012)
- (EC2, EC3) - Implement strategies to support Innovation Park and promote commercialization and technology transfer, including being a catalyst for a stakeholder’s forum (2012)
- Implement strategies that promote the region as a year round destination, including:
  - (EC4, Q1, Q4) - Evaluate competitive sports complex with the engagement of partners such as KCCI (2012);
  - (EC4) - Support VIVA FLORIDA 500 (2012);
  - (EC4) - Develop Capital Cuisine Restaurant Week (2012); and
  - (EC4) - Support Choose Tallahassee initiative (2012)
- Implement strategies that assist local veterans, including:
  - (EC5) - Hold “Operation Thank You!” celebration annually for veterans and service members (rev. 2013);
  - (EC5, EC6) - Develop job search kiosk for veterans (2012);
  - (EC5, EC6, Q3) - Consider policy to allocate a portion of Direct Emergency Assistance funds to veterans (2012); and
  - (EC5, EC6, Q3) - Consider policy to waive EMS fees for uninsured or underinsured veterans (2012)
- (E6, Q2) - Implement strategies to promote work readiness and employment, including: provide job search assistance for County Probation and Supervised Pretrial Release clients through private sector partners (2012)
- (EC7) - Extend the term of Leon County’s Local Preference Ordinance (2013).

## Ongoing Support (Highlights) - Economy

- (EC1, Q2) - Develop and maintain County transportation systems, including roads, bike lanes, sidewalks, trails, and rights-of-way (2012)
- (EC2, G2) - Implement Department of Development Support & Environmental Management Project Manager, and dual track review and approval process (2012)
- (EC2) - Partner with and support the Economic Development Council, Qualified Targeted Industry program, Targeted Business Industry program, and Frenchtown/Southside and Downtown Redevelopment Areas (2012)
- (EC3) - Support and consider recommendations of Town and Gown Relations Project (2012)
- (EC4) - Promote region as a year round destination through the Fall Frenzy Campaign, and by identifying niche markets (2012)
- (EC5, EC6, Q3) - Collaborate with United Vets and attend monthly coordinating meetings, support Honor Flights, provide grants to active duty veterans, assist veterans with benefits claims, provide veterans hiring preference, waive building permit fees for disabled veterans, and fund Veterans Day Parade as a partner with V.E.T., Inc. (2012)
- (EC6, G3) - Provide internships, Volunteer LEON Matchmaking, Summer Youth Training program, 4-H programs, EMS Ride-Alongs, and enter into agreements with NFCC and TCC which establish internship programs at EMS for EMS Technology students (2012)



Leon County Apalachee Regional Park Trail Cross Country Event



Visit Tallahassee Guide



Veterans Resource Center

People Focused. Performance Driven.

## **Strategic Priority - Environment**

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

- ▶ (EN1) - Protect our water supply, conserve environmentally sensitive lands, safeguard the health of our natural ecosystems, and protect our water quality, including the Floridan Aquifer, from local and upstream pollution. (rev. 2013)
- ▶ (EN2) - Promote orderly growth which protects our environment, preserves our charm, maximizes public investment, and stimulates better and more sustainable economic returns. (2012)
- ▶ (EN3)- Educate citizens and partner with community organizations to promote sustainable practices. (2012)
- ▶ (EN4) - Reduce our carbon footprint, realize energy efficiencies, and be a catalyst for renewable energy, including: solar. (2012)

## **Strategic Initiatives - Environment**

- Implement strategies that protect the environment and promote orderly growth, including:
  - (EN1, EN2) - Develop Countywide Minimum Environmental Standards (2012);
  - (EN1, EN2) - Develop minimum natural area and habitat management plan guidelines (2012);
  - (EN1, EN2,Q9) - Integrate low impact development practices into the development review process (2012);
  - (EN1, EN2) - Consider mobility fee to replace the concurrency management system (2012);
  - (EN1, EN2, G2) - Develop examples of acceptable standard solutions to expedite environmental permitting for additions to existing single-family homes (2012) ;
  - (EN1, EN2, G2) - Develop examples of acceptable standard solutions to expedite environmental permitting for new construction (2013); and
  - (EN1, EN2, G2) - Develop solutions to promote sustainable growth inside the Lake Protection Zone (2013)
- (EN1, EN2) - Implement strategies to protect natural beauty and the environment, including: update 100-year floodplain data in GIS based on site-specific analysis received during the development review process (2012)
- Implement strategies which plan for environmentally sound growth in the Woodville Rural Community, including:
  - (EN1, Q5) - Bring central sewer to Woodville consistent with the Water and Sewer Master Plan, including consideration for funding through Sales Tax Extension (2012); and
  - (EN1, EN2, Q5) - Promote concentrated commercial development in Woodville (2012)
- Continue to work with regional partners to develop strategies to further reduce nitrogen load to Wakulla Springs, including:
  - (EN1, EC4) - Conduct workshop regarding Onsite Sewage Treatment and Disposal and Management Options report (2012); and
  - (EN1) - Extend central sewer or other effective wastewater treatment solutions to the Primary Springs Protection Zone area within Leon County (2013)
- Implement strategies to promote renewable energy and sustainable practices, including:
  - (EN4) - Complete construction of Leon County Cooperative Extension net-zero energy building (2012);
  - (EN2, EN3, EN4) - Pursue opportunities to fully implement a commercial and residential PACE program (2012);
  - (EN3, Q5, EC6) - Consider policy for supporting new and existing community gardens on County property and throughout the County (2012);
  - (EN3, Q5, EC6) - Expand the community gardens program (2013);
  - (EN4, G5) - Develop energy reduction master plan (2012); and
  - (EN4) - Further develop clean - green fleet initiatives, including compressed natural gas (rev. 2013)
- Develop and implement strategies for 75% recycling goal by 2020, including:
  - (EN4) - Evaluate Waste Composition Study (2012);
  - (EN4) - Identify alternative disposal options (2012);
  - (EN4) - Explore renewable energy opportunities at Solid Waste Management Facility (rev. 2013); and
  - (EN4) - Seek competitive solicitations for single stream curbside recycling and comprehensively reassess solid waste fees with goals of reducing costs and increasing recycling (2013)

## **Ongoing Support (Highlights) - Environment**

- (EN1) - Develop and maintain County stormwater conveyance system, including enclosed systems, major drainage ways, stormwater facilities, and rights-of-way (2012)
- (EN1, EN3) - Provide Greenspace Reservation Area Credit Exchange (GRACE) (2012)
- (EN2) - Provide canopy road protections (2012)
- (EN1, EN4) - Provide Adopt-A-Tree program (2012)
- (EN1, EN3) - Provide hazardous waste collection (2012)
- (EN) - Provide water quality testing (2012)
- (EN1) - Implement the fertilizer ordinance (2012)
- (EN3) - Provide state landscaping and pesticide certifications (2012)
- (EN3) - Conduct Leon County Sustainable Communities Summit (2012)



*Talla-Happy Sunflower*



*Fort Braden Community Garden*



*Lake Bradford*



*Leon County Cooperative Extension Net-Zero Facility*

*People Focused. Performance Driven.*

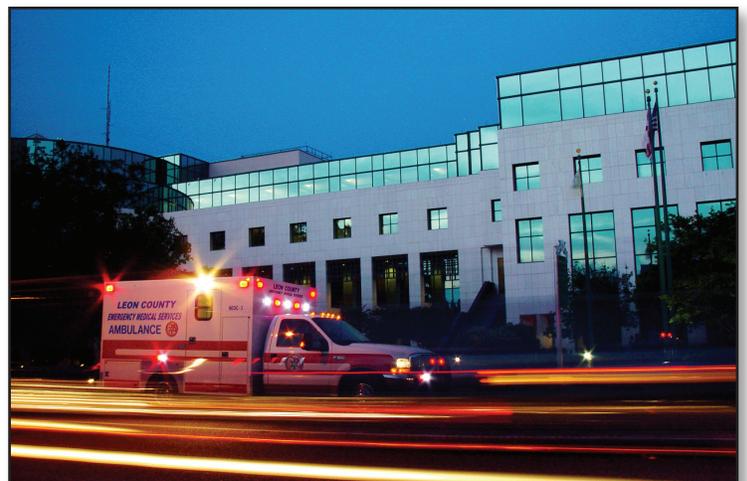
## Strategic Priority - Quality of Life

*To be a provider of essential services 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 recreational offerings associated with parks and greenway system for our families, visitors and residents. (rev. 2013)
- ▶ (Q2) - Provide essential public safety infrastructure and services which ensure the safety of the entire community. (2012)
- ▶ (Q3) - Maintain and further develop programs and partnerships necessary to support and promote a healthier community, including: access to health care and community-based human services. (rev. 2013)
- ▶ (Q4) - Enhance and support amenities that provide social offerings for residents and visitors of all ages. (rev. 2013)
- ▶ (Q5) - Create senses of place in our rural areas through programs, planning and infrastructure, phasing in appropriate areas to encourage connectedness. (2012)
- ▶ (Q6) - Support the preservation of strong neighborhoods through appropriate community planning, land use regulations, and high quality provision of services. (2012)
- ▶ (Q7) - Further create connectedness and livability through supporting human scale infrastructure and development, including: enhancing our multimodal districts. (2012)
- ▶ (Q8) - Maintain and enhance our educational and recreational offerings associated with our library system, inspiring a love of reading and lives of learning. (2013)
- ▶ (Q9) - Support the development of stormwater retention ponds that are aesthetically pleasing to the public and located in a manner that protects strong neighborhoods. (2013)

## Strategic Initiatives - Quality of Life

- Implement strategies through the library system which enhance education and address the general public's information needs, including:
  - (Q8, EC1, EC6) - Complete construction of the expanded Lake Jackson Branch Library and new community center (2012); and
  - (Q8, EC1, EC6) - Relocate services into the expanded facility (2012)
- Implement strategies which advance parks, greenways, recreational offerings, including:
  - (Q1, EC1, EC4) - Explore extension of parks and greenways to incorporate 200 acres of Upper Lake Lafayette (2012);
  - (Q1, EC1, EC4) - Update Greenways Master Plan (2012);
  - (Q1, EC1, EC4) - Develop Miccosukee Greenway Management Plan (2012); and
  - (Q1, EC1, EC4) - Develop Alford Greenway Management Plan (2012)
- Expand recreational amenities, including:
  - (Q1, Q5, EC1, EC4) - Complete construction of Miccosukee ball fields (2012);
  - (Q1, EC1, EC4) - Continue to plan acquisition and development of a North East Park (2012);
  - (Q1, EC1, EC4) - Develop Apalachee Facility master plan to accommodate year-round events (rev. 2013);
  - (Q1, Q5, EC1, EC4) - Continue to develop parks and greenways consistent with management plans including Okeehoopkee Prairie Park, Fred George Park and St. Marks Headwater Greenway (2012); and
  - (Q1, EC1) - In partnership with the City of Tallahassee and community partners, conduct a community-wide conversation on upper league competition with the goal of a higher degree of competition and more efficient utilization of limited fields (2013)



Leon County EMS

- (Q1, EC1,Q9) - Redevelop Huntington Oaks Plaza, which will house the expanded Lake Jackson Branch Library and new community center, through a sense of place initiative (2012)
- Provide essential public safety infrastructure and services, including:
  - (Q2, EC2) - Complete construction of Public Safety Complex (2012);
  - (Q2) - Consolidate dispatch functions (2012); and
  - (Q2) - Successfully open the Public Safety Complex (2013)
- (Q1, Q2) - Implement strategies to improve medical outcomes and survival rates, and to prevent injuries, including: pursue funding for community paramedic telemedicine (2012)
- Implement strategies to maintain and develop programs and partnerships to ensure community safety and health, including:
  - (Q2, Q3) - Participate in American Society for the Prevention of Cruelty to Animals (ASPCA) Partnership, and in ASPCA ID ME Grant (2012);
  - (Q3) - Implement procedures for residents to take full advantage of the NACO Dental Card program (2013); and
  - (Q3) - Consider establishing a Domestic Partnership Registry (2013);
- Implement strategies that support amenities which provide social offerings, including:
  - (Q4, EC1, EC4) - Consider constructing Cascade Park amphitheatre, in partnership with KCCI (2012);
  - (Q4, EC4) - Consider programming Cascade Park amphitheatre (2012);
  - (Q4) - Develop unified special event permit process (2012); and
  - (Q4, EC4, G5) - Evaluate opportunities to maximize utilization of Tourism Development taxes and to enhance effectiveness of County support of cultural activities, including management review of COCA (2012)
- (Q6) - Implement strategies to promote homeownership and safe housing, including: consider property registration for abandoned real property (2012)
- Implement strategies that preserve neighborhoods and create connectedness and livability, including:
  - (Q6, 7) - Implement design studio (2012);
  - (Q6, Q7) - Implement visioning team (2012);
  - (Q6, Q7) - Develop performance level design standards for Activity Centers (2012);
  - (Q6) - Revise Historic Preservation District Designation Ordinance (2012);
  - (Q6, Q7) - Develop design standards requiring interconnectivity for pedestrians and non-vehicular access (2012);
  - (Q7) - Develop bike route system (2012);
  - (Q7) - Establish Bicycle & Pedestrian Advisory Committee (2012);
  - (Q6, Q7) - Conduct a workshop that includes a comprehensive review of sidewalk development and appropriate funding (2013);
  - (Q1, Q5, EC1, EC4) - Expand, connect and promote “Trailhassee” and the regional trail system (2013); and
- (Q7, EC1) - Promote communication and coordination among local public sector agencies involved in multi-modal transportation, connectivity, walkability, and related matters (2013)
- (Q4) Seek community involvement with the VIVA FLORIDA 500 Time Capsule (2013)



*Eastside Branch Library*

## Ongoing Support (Highlights) - Quality of Life

- (Q1, Q9, EC1, EC6) - Maintain a high quality of offerings through the library system, including public access to books, media, digital resources, computers, Internet, reference resources, targeted programming, mobile library, and literacy training (2012)
- (Q2) - Fund Sheriff's operations, consisting of law enforcement, corrections, emergency management, and enhanced 9-1-1 (2012)
- (Q2) - Implement alternatives to incarceration (2012)
- (Q2) - Initiate county resources as part of emergency response activation (2012)
- (Q2) - Provide, support and deploy the geographic information system, integrated Justice Information System, Jail Management system, case management and work release management information systems for Probation, Supervised Pretrial Release and the Sheriff's Office, and the pawnshop network system (2012)
- (Q2, G5) - Provide for information systems disaster recovery and business continuity (2012)
- (Q2, Q3) - Provide Emergency Medical Services (2012)
- (Q2, Q3) - Support programs which advocate for AED's in public spaces (2012)
- (Q2, Q3) - Provide community risk reduction programs (such as AED/CPR training) (2012)
- (Q3) - Support Community Human Services Partnerships (CHSP) (2012)
- (Q3) - Support Leon County Health Departments (2012)
- (Q3) - Support CareNet (2012)
- (Q3) - Support DOH's Closing the Gap grant (including "Year of the Healthy Infant II" campaign, and Campaign for Healthy Babies) (2012)
- (Q3) - Maintain oversight of state-mandated programs, such as Medicaid and Indigent Burial, to ensure accountability and compliance with state regulations (2012)
- (Q3, EC6) - Educate at risk families to build healthy lives through the Expanded Food and Nutrition Education Program and other family community programs (2012)
- (Q3) - Support of Regional Trauma Center (2012)
- (Q3, G5) - Leverage grant opportunities with community partners (2012)
- (Q3) - Support of Palmer Monroe Teen Center in partnership with the City (2012)
- (Q3) - Provide targeted programs for Seniors (2012)
- (Q6) - Provide foreclosure prevention counseling and assistance (2012)
- (Q6) - Provide first time homebuyer assistance (2012)



*J. R. Alford Greenway*



*Leon County Public Library*



*All-Star Little League Baseball Tournament, Chaires Capitola Park*



*Lake Jackson Branch Library and Community Center*

*People Focused. Performance Driven.*

## **Strategic Priority - Governance**

*To be a model local government which our citizens trust and to which other local governments aspire. (G)*

- ▶ (G1) - Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (rev. 2013)
- ▶ (G2) - Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (2012)
- ▶ (G3) - Sustain a culture that respects, engages, and empowers citizens in important decisions facing the community. (2012)
- ▶ (G4) - Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices. (2012)
- ▶ (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. (2012)

## **Strategic Initiatives - Governance**

- Implement strategies which promote access, transparency, and accountability, including:
  - (G1) - Explore providing On Demand - Get Local videos (2012);
  - (G1) - Explore posting URL on County vehicles (2012); and
  - (G1) - Instill Core Practices through: providing Customer Engagement training for all County employees, revising employee orientation, and revising employee evaluation processes (2012)
- Implement strategies to gain efficiencies or enhance services, including:
  - (G2) - Conduct LEADS Reviews (2012);
  - (G2) - Develop and update Strategic Plans (2012); and
  - (G5) Convene periodic Chairman's meetings with Constitutional Officers regarding their budgets and opportunities to gain efficiencies (2013)
- Implement strategies to further utilize electronic processes which gain efficiencies or enhance services, including:
  - (G2) - Develop process by which the public may electronically file legal documents related to development review and permitting (2012);
  - (G2) - Expand electronic Human Resources business processes including applicant tracking, timesheets, e-Learning, employee self-service (2012);
  - (G2, EN4) - Investigate expanding internet-based building permitting services to allow additional classifications of contractors to apply for and receive County permits via the internet (2012);
  - (G2, EN4) - Institute financial self-service module, document management, and expanded web-based capabilities in Banner system (2012);
  - (G5) - Consider options to gain continuity of Commissioners' representation on committees, such as multi-year appointments (2013); and
  - (G5) - Periodically convene community leadership meetings to discuss opportunities for improvement (2013)
- (G2) - Investigate feasibility of providing after hours and weekend building inspections for certain types of construction projects (2012)
- Implement strategies to further engage citizens, including:
  - (G3) - Develop and offer Citizens Engagement Series (2012);
  - (G3) - Identify the next version of "Citizens Engagement" to include consideration of an "Our Town" Village Square concept (2013); and
  - (G1, G3) - Expand opportunities for increased media and citizen outreach to promote Leon County (2013).
- (G4) - Implement healthy workplace initiatives, including: evaluate options for value-based benefit design (2012)
- Implement strategies to retain and attract a highly skilled, diverse and innovative workforce, which exemplifies the County's Core Practices, including:
  - (G4) - Revise employee awards and recognition program (2012);



*Citizen Engagement Series: Budget Session*

- (G4) - Utilize new learning technology to help design and deliver Leadership and Advanced Supervisory Training for employees (2012); and
- (G4, G1) - Pursue Public Works' American Public Works Association (APWA) accreditation (2012) Implement strategies which ensure responsible stewardship of County resources, including:
  - (G5) - Revise program performance evaluation and benchmarking (2012);
  - (G5) - Identify opportunities whereby vacant, unutilized County-owned property, such as flooded-property acquisitions, can be made more productive through efforts that include community gardens (2013);
  - (G5) - Develop financial strategies to eliminate general revenue subsidies for business operations (i.e., Stormwater, Solid Waste and Transportation programs) (2013); and
  - (G1) - Pursue expansion for whistleblower notification (2013).
- Implement strategies to maximize grant funding opportunities, including:
  - (G5) - Institute Grants Team (2012); and
  - (G5) - Develop and institute an integrated grant application structure (2012)
- (G5) - Consider approval of the local option to increase the Senior Homestead Exemption to \$50,000 for qualified seniors (2013)
- (G2) - Pursue Sister County relationships with Prince George's County, Maryland and Montgomery County, Maryland (2013)



*Leon County's Website with Citizens Connect Button*

## **Ongoing Support (Highlights) - Governance**

- (G1) - Develop and deploy website enhancements (2012)
- (G1) - Provide and expand online services, such as Customer Connect, Your Checkbook, and Board agenda materials (2012)
- (G1) - Provide televised and online Board meetings in partnership with Comcast (2012)
- (G1, G2, G5) - Provide technology and telecommunications products, services and support necessary for sound management, accessibility, and delivery of effective, efficient services, including maintaining financial database system with interfaces to other systems (2012)
- (G3) - Organize and support advisory committees (2012)
- (G4) - Support and expand Wellness Works! (2012)
- (G4, Q2) - Maintain a work environment free from influence of alcohol and controlled illegal substances through measures including drug and alcohol testing (2012)
- (G4) - Support employee Safety Committee (2012)
- (G4) - Conduct monthly Let's Talk "brown bag" meetings with cross sections of Board employees and the County Administrator (2012)
- (G1, G2, G4) - Utilize LEADS Teams to engage employees, gain efficiencies or enhance services, such as: the Wellness Team, Safety Committee Team, Citizen Engagement Series Team, HR Policy Review & Development Team, Work Areas' Strategic Planning Teams (2012)
- (G5) - Prepare and broadly distribute the Annual Report (2012)
- (G5) - Conduct management reviews (2012)
- (G5) - Provide and enhance procurement services and asset control (2012)
- (G5) - Manage and maintain property to support County functions and to meet State mandates for entities such as the Courts (2012)



*Public Safety Complex Rendering*



**L**ISTENS FOR CHANGING NEEDS

**E**NGAGES CITIZENS AND EMPLOYEES

**A**LIGNS KEY STRATEGIC PROCESSES

**D**ELIVERS RESULTS & RELEVANCE

**S**TRIVES FOR CONTINUOUS IMPROVEMENT





# CORE PRACTICES

Core Practices put our Core Values in action. Leon County employees are committed to the following Core Practices:

- **Delivering the “Wow” factor in Customer Service**

Employees deliver exemplary service with pride, passion and determination; anticipating and solving problems in “real time” and exceeding customer expectations. Customers know that they are the reason we are here.

- **Connecting with Citizens**

Employees go beyond customer service to community relevance, engaging citizens as stakeholders in the community’s success. Citizens know that they are part of the bigger cause.

- **Demonstrating Highest Standards of Public Service**

Employees adhere to the highest standards of ethical behavior, avoid circumstances that create even an appearance of impropriety and carry out the public’s business in a manner which upholds the public trust. Citizens know that we are on their side.

- **Accepting Accountability**

Employees are individually and collectively accountable for their performance, adapt to changing conditions and relentlessly pursue excellence beyond the current standard, while maintaining our core values.

- **Exhibiting Respect**

Employees exercise respect for citizens, community partners and each other.

- **Employing Team Approach**

Employees work together to produce bigger and better ideas to seize the opportunities and to address the problems which face our community.

- **Exercising Responsible Stewardship of the Community’s Resources**

Employees engage in the continuous effort to create and sustain a place which attracts talent, fosters economic opportunity and offers an unmatched quality of life, demonstrating performance, value and results for our citizenry.

- **Living our “People Focused, Performance Driven” Culture**

Employees have a structure in place to live all of this as our organizational culture and are empowered to help the people they serve.

**Adopted:** February 28, 2012

**Revised:** January 29, 2013

**FOR MORE INFORMATION ONLINE, VISIT:**

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

*People Focused. Performance Driven.*



# Leon LEADS

A Structure for Success

*“People Focused.  
Performance Driven.”*



## A CULTURE OF PERFORMANCE AND COMMUNITY RELEVANCE

The following framework for Leon LEADS will guide us in our transformational efforts and strategic implementation of Leon County's organizational culture, a culture of performance and community relevance ("People Focused. Performance Driven."). Leon LEADS is a new model for the "new normal" and will be essential to successfully carrying out the County Commission's vision, mission and strategic priorities amid unprecedented challenges and ever-changing conditions. Leon LEADS will enable Leon County to continue to lead as a 21st century county government which is in a constant state of becoming the highest performing organization we can be while conveying greater relevance and delivering more value in all the ways that county government touches the lives of our citizens.

### "3 PILLARS" - PEOPLE, PERFORMANCE & PLACE

To sustain our culture and realize our full organizational, political and fiscal capacity requires consistency in our daily actions, as representatives of Leon County, in demonstrating our focus on People, Performance and Place.

- **People** – Respecting, Engaging, Empowering Citizens and Employees
- **Performance** – Delivering Results, Exceeding Expectations, Demonstrating Value
- **Place** – Creating Opportunity, Attracting Talent, Promoting Livability and Sustainability

### TRANSFORMATIONAL STRATEGY

Leon LEADS is not a management philosophy, or a planning exercise, but a strategic transformational approach of aligning the Board's guiding vision and strategic priorities with the optimized resources of the organization while instilling our people focused, performance driven culture throughout the organization. Leon LEADS is a continuous process of looking inward to strengthen what works (and to abandon what does not), and of looking outward to leverage community partnerships and to receive systematic feedback from citizens, while providing for ongoing adjustments as conditions change.

### LEON LEADS ACHIEVES RELEVANCE AND RESULTS BY:

- Demonstrating** performance and results
- Promoting** transparency, accountability and accessibility
- Partnering** with our community and empowering citizens
- Connecting** with citizens who see us as responsible stewards of our community resources

### LEON LEADS OPTIMIZES RESOURCES AND PERFORMANCE BY:

Providing a structure which reinforces our culture and creates an environment for employees to succeed by:

- **Instilling** our culture throughout the organization with our core values and practices as our drivers (*how we live our core values and core practices in carrying out the Board's vision, mission and strategic priorities*)
- **Aligning** the key strategic processes (*vision, mission, strategic priorities, strategic initiatives, business plans, program evaluations, employee evaluations, and reporting*)
- **Measuring** results (*not activity*) and benchmarking performance
- **Embracing** innovation and technology
- **Empowering** employees and encouraging a vigorous competition of ideas



## LEON LEADS BEGINS WITH THE VISION OF THE BOARD OF COUNTY COMMISSIONERS

The following sets the structure for Leon LEADS, which enables the entire organization to move forward in a strategic, definitive, aligned manner.

### TO BE ESTABLISHED BY THE BOARD AND REAFFIRMED AT ITS ANNUAL BOARD RETREAT:

- Vision Statement** The long-term aspirations Leon County government has for the world in which it operates and has some influence over. The desired future state of the organization, where it is headed, what it intends to be, or how it wishes to be perceived.
- Mission Statement** The overall function of Leon County government and what it can (and/or does) do or contribute to fulfill those aspirations. What is it attempting to accomplish and how it plans to move toward the achievement of the vision.
- Core Values** The guiding principles that form the foundation on which we perform work and conduct ourselves as an organization. The values embody how the organization and its people are expected to operate, thereby guiding its accomplishments through appropriate manners.
- Strategic Priorities** These are the vital strategic issues or topics that need to be successfully addressed if the County is to move forward to its stated vision. These are high-level “guiding vision” statements that articulate long-term priorities in order to focus effort, resources and performance. The Board will revisit these priorities annually to evaluate progress and refine efforts if necessary.

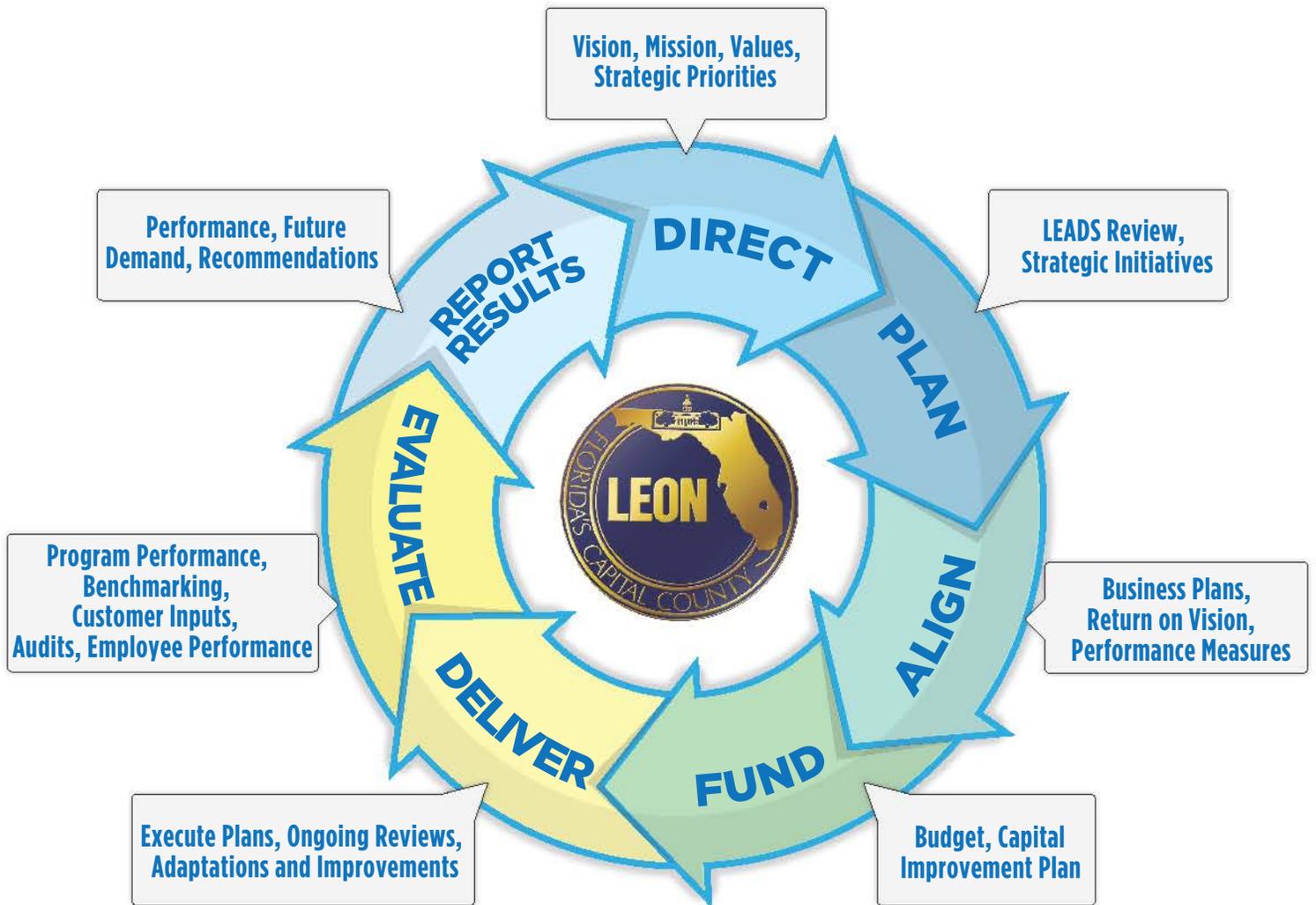


## TO BE DEVELOPED AND CARRIED OUT BY STAFF:

<b>Strategic Initiatives</b>	Upon adoption of the above, the County Administrator will ensure the development of strategies or actions to move the County forward in its achievement of the Board's strategic priorities, which may be new or continued from prior years. These strategic initiatives will be identified and presented to the Board for approval as part of the budget process.
<b>Action Plans</b>	Resource commitments and time horizons for the accomplishment of strategic initiatives. Various organizational units (departments, divisions, offices or teams) may be responsible for carrying out strategic initiatives for Board strategic priorities.
<b>Business Plans</b>	Each responsible organizational unit will develop a business plan, prepared as part of the budget process, which identifies departmental roles in carrying out the strategic initiatives, desired outcomes, benchmark measures, and performance measures aligned with desired outcomes. A leadership team will review the business plans to gain borrowed perspective, eliminate silos and determine Return on Vision (ROV).
<b>LEADS Review</b>	"An honest look in the mirror" to gain perspective on performance, and factors that affect performance, through the assessment of organizational metrics, progress on current strategies, customer and employee "voices", technologies, strengths, weaknesses, opportunities and threats.
<b>Performance Monitoring and Evaluation</b>	Organizational success will be monitored against desired outcomes and benchmark measures. Employee appraisals will include an assessment of behavioral alignment with core values and core practices.
<b>Performance Improvement</b>	Progress will be evaluated through a leadership team approach, with adaptations and the realignment of resources made when appropriate. Employees at all levels will be encouraged to identify areas for improvement and to participate in operational improvement teams.
<b>Reporting</b>	Annual performance, financial and State of the County reports will be presented to the Board and to the public.
<b>Core Practices</b>	Workplace practices which set the stage for the desired workplace culture.



## ALIGN AND INTEGRATE TO LEAD





**THE COUNTY ADMINISTRATOR'S STRATEGIC INTENT PROVIDES CLARITY, FOCUS, AND INSPIRATION TO GUIDE THE COLLECTIVE EFFORTS OF LEON COUNTY EMPLOYEES IN ACHIEVING THE VISION OF THE LEON COUNTY BOARD OF COUNTY COMMISSIONERS AND FULFILLING OUR OBLIGATIONS TO OUR COMMUNITY.**

## **COUNTY ADMINISTRATOR'S STRATEGIC INTENT**

In every way that Leon County government touches the lives of our citizens and shapes our community we will do so in a way which demonstrates our belief that our community and our citizens are worth caring about, worth investing in and our worth our best efforts as responsible stewards and responsive providers of high quality services. We will be in a constant state of becoming the highest performing organization we can be and will do so in a way which always upholds our values and instills not only the public trust, but conveys a true sense of relevance for what we do on behalf of and along side our citizens. We will be the standard for promoting transparency, accessibility, accountability and engaging citizens, employees and community partners in important decisions facing our community, as well as creating and sustaining a place which attracts talent, fosters economic opportunity and offers an unmatched quality of life. Through living our people focused, performance driven culture, we will be a model 21st century county government that our citizens believe in and others benchmark against.



## CORE PRACTICES

### WE BELIEVE IN:

**Delivering the “wow” factor in customer service.** Deliver exemplary service with pride, passion and determination. Be responsible for anticipating problems, finding solutions and taking appropriate action in “real time.” Listen, be empathetic, be courteous, prioritize customers’ satisfaction, and exceed expectations. [Customers know that they are the reason we are here.](#)

**Connecting with citizens to go beyond customer service to community relevance.** Convey the County’s mission, connect with citizens and engage citizens as stakeholders in the community’s success. Communicate regularly, solicit ideas and embrace partnerships. [Citizens know they are part of the bigger cause.](#)

**Demonstrating the highest standards of public service.** Be honorable, truthful, and sincere. Adhere to the highest standards of ethical behavior, avoid circumstances that create even an appearance of impropriety, and carry out the public’s business in a manner that benefits the public interest and the common good. Align the County’s core values and core practices with words and actions. [Citizens know that we are on their side.](#)

**Accepting individual and organizational accountability.** Take responsibility for our decisions, actions, behavior, and for the quality of work performed individually and in teams. Actively promote transparency. Own and learn from mistakes, and move on. Mistakes born of initiative will be celebrated as learning experiences, mistakes born of neglect will not be tolerated - as responsibilities to citizens, community and co-workers are too important. [Leon County is a learning organization.](#)

**Exhibiting respect for people, diversity and fairness.** Provide employees with the necessary equipment, resources and training. Ensure employees receive equitable opportunity for growth, learning, and recognition. Make employment decisions impartially. Respect the diversity of citizens, co-workers and elected officials. Do not tolerate discrimination. [Leon County exercises an ethic based on respect.](#)

**Employing a team approach.** Build a collaborative work environment which promotes interdepartmental coordination and cooperation, and an organizational competition of ideas. Utilize interdepartmental teams to optimize employee innovation and talents. Ensure team members are clear of their role and where they fit in. Ensure team members feel they can depend on other team members to achieve well articulated organizational goals. Value the strengths that result from varied experiences, ideas and perspectives. [Employees can produce bigger and better ideas to address the problems and seize the opportunities which face our community.](#)

**Being responsible stewards of our community resources.** Demonstrate value in delivering cost effective, high quality services. Continuously seek out new and efficient ways to raise the bar and do more with less. Show respect for the environment by implementing, and being a community catalyst for, sustainable practices. Engage in the continuous effort to create and sustain a place which attracts talent, fosters economic opportunity and offers an unmatched quality of life. [Employees tirelessly enhance our community’s livability, sustainability and economic competitiveness.](#)

**Demonstrating performance, value and results.** Be the standard for performance as a 21st century county government. Drive performance through a people focused, performance driven culture. Provide a structure for employees to succeed through Leon LEADS which will perpetuate persistence and consistency of vision and alignment of key processes. Employees will understand the County vision, embrace the core values and engage in the core practices. Establish goals, measure results, and report successes. Define the bar for performance for others to benchmark against. [Employees have a structure in place to succeed and are empowered to help people.](#)



## **THE PERSISTENCE OF THIS VISION AND LIVING OUR CULTURE THROUGH OUR CORE PRACTICES WILL LEAD TO THE FOLLOWING RESULTS:**

### **CITIZENS**

---

**Citizens** are empowered, engaged and have a sense of community. They feel that County government is on their side, that decisions are made equitably and that their voice is heard. They feel respected and believe that county officials are responsible stewards of the community's resources.

### **COUNTY COMMISSIONERS**

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**County Commissioners** are continually growing in their confidence of County staff and the capacity of the organization to carry out the vision of the Board on behalf of our citizens. They are prepared, receiving timely, accurate and complete information and analysis upon which to make the best policy decisions. They recognize that County employees, at all levels, are innovative problem solvers who respect the will of the Board and are committed to exceeding the highest expectations of customer service.

### **COUNTY EMPLOYEES**

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**County Employees** fully embrace and live by our core practices, and enhance our people focused, performance driven organizational culture. Demonstrate pride in their work and their community, Always strive to improve levels of service and performance, and are empowered to help the people they serve.

### **THE LEON COUNTY ORGANIZATION**

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**The Leon County Organization** has the continuously increasing political and fiscal capacity to pursue bold opportunities and weather difficult challenges.



## LEAD WITH STRATEGIC AND SMART TEAMS

Citizens want their tax dollars spent wisely, efficiently and effectively, and to that end, LEAD Teams will be an essential component of our performance driven culture. Teams are a basic component of transforming an organization's culture. Effective teams bring complimentary skills and experiences together, they build trust and understanding, and they bridge operations and agencies. Effective teams must be committed to a common purpose, performance goals and approach for which they hold themselves accountable. Just as sports teams are formed to win games, our LEAD Teams will be formed to accomplish strategic initiatives and improve operational performance.

- **LEAD Strategically** – Strategy teams will be formed to accomplish strategic initiatives in a responsive timeframe. Success requires teamwork, coordination, and integration across structural boundaries.

We will hold department and cross department accountability meetings around the strategic initiatives to assess progress, ensure collaboration and accountability for achieving the desired outcomes. These meetings will be used to improve performance, planning and decision making; to better allocate resources; and to identify the need for strategic initiative teams.

- **LEAD Smart** – Smart teams will be formed, as needed, to achieve operational improvements with one or more of the following desired effects:
  1. Improve Customer Service
  2. Increase Employee Productivity
  3. Promote Employee Wellness
  4. Ensure Employee Accountability
  5. Provide Rapid Response
  6. Improve Operational Safety and/or Reliability
  7. Improve Energy Efficiency or Other Sustainable Practices



Reporting results is a key component in the County's LEADs process. The following return on investment (ROI) calculations, benchmarks, and indicators represent a few selected measures being reported by the County. Throughout the budget document, there are many measures reported at the individual work unit level, however, the measures collectively shown here are meant to capture not only some of the ROI, but also, the Return on Vision for the community. This shared vision can be seen through the commitment to public health in the County's extraordinary survival rates for EMS cardiac patients and the incredible demand for services at the libraries. The County intends to continue to review and refine this pool of measures to reflect the implementation and results supporting the community and Board's priorities.

## Return on Investment (ROI)

Tourism Development <i>(Fiscal Year)</i>			
	2010	2011	2012
<b>Total Direct Economic Impact</b>	\$509 Million	\$563 Million	\$630 Million
<b>Tourism Tax Investment</b>	\$2,839,602	\$2,988,709	\$3,133,100
<b>Tourism Tax ROI</b>	\$178.25	\$187.38	\$201.07

Healthcare			
	2010 <sup>1</sup>	2011	2012
<b>Total Funding</b>	\$1,479,423	\$1,583,200	\$1,739,582
<b>Value of Services Reported</b>	\$5,217,454	\$8,755,956	\$9,388,017
<b>Healthcare ROI</b>	\$3.53	\$5.53	\$5.40

Veteran Services			
	2010	2011	2012
<b>Total Clients Served</b>	13,946	14,992	18,628
<b>Client Benefit Payments</b>	\$7,793,369	\$8,134,891	\$9,224,907
<b>Veteran Services ROI</b>	\$27	\$25	\$38

## Benchmarks

Solid Waste <i>(Calendar Year)</i>			
	2010	2011	2012 State Goal <sup>2</sup>
<b>Recycling Rate</b>	39%	39%	40%

EMS Cardiac Survival Rate			
	2010	2011	2012
<b>Leon County</b>	29.05%	33.60%	32.9%
<b>National</b>	5-7%	7%	7%

Library Services Benchmark		
	Leon County	Benchmark
<b># of Individual Registered Users (% of population)<sup>3</sup></b>	60%	50%

## Indicators

Parks and Recreation			
	2010	2011	2012
Active Youth Participation <sup>4</sup>	3,321	3,004	2,540
Active and Passive Acreage	854	898	898
Greenways	2,681	2,681	2,675

Intervention and Detention			
	2010	2011	2012
Jail Operating Costs Savings (Probation/ Pretrial Release)	\$13.3 Million	\$14.9 Million	\$13.9 Million

Development			
	2010	2011	2012
Building Permit Value	\$71,975,001	\$55,405,253	\$80,160,446

Financial Stewardship			
	2010	2011	2012
Bond Rating	AA	AA	AA

Library Services			
	2010	2011	2012
# of Library Uses	4,649,977	4,586,343	4,501,753

## Return on Investment (ROI)

### Tourism Development

**Total Direct Economic Impact** – direct effect generated in the local economy as a result of dollars spent within a community.

**Tourism Tax Investment** – amount of revenue devoted towards the betterment of a community after being acquired through means of a tourist tax. This amount does not include one-cent funding set aside for the performing arts center.

**Tourism Tax ROI** – monetary outcome reached in direct correlation to the amount of tax revenue dedicated to tourism (Total Direct Economic Impact/Tourism Tax Investment).

### Healthcare

*Public health funding is one dimension of measuring the physical health of a community, which mirrors attitudes toward the distribution of essential services among the population.*

**Total Funding** – annual dollar amount Leon County expended on public healthcare costs.

**Value of Services Reported** – market costs of health services provided.

**Healthcare ROI** - compares health services value to services input (funding) in monetary term (Value of Services/Total Funding).

1. Fiscal year 2010 reflects decreased WeCare lab providers and delays in reporting service values.

### Veteran Services

**Total Clients Served** – number of veterans assisted through the Veteran Services program.

**Client Benefit Payments** – benefit entitlements from the U.S. Dept. of Veteran’s Affairs and other federal government agencies.

**Veteran Services ROI** – evaluates the efficiency of every investment dollar spent on veteran services (Client Benefit Payments/Veterans Services Budget).

## **Benchmarks**

### Solid Waste

*Waste diversion is one measure of the size and use of environmental resources to support sustainable practices.*

**Recycling Rate** – percentage of solid waste diverted from the landfills for other uses.

**2012 State Recycling Goal** - statewide recycling goal of 75% to be achieved by year 2020: 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, established by The Energy, Climate Change, and Economic Security Act of 2008).

2. The 2012 rates have not been published by Department of Environmental Protection.

### Emergency Medical Services

**Cardiac Arrest Survival Rate** – return of spontaneous circulation upon arrival at the emergency.

**National Rate** – national average cardiac arrest survival rate.

### Library Services

**Number of Registered Users** – number of library users holding library cards.

3. Average of 29 libraries serving a population of 100,001 – 750,000 (Source: Florida Library Directory)

## **Indicators**

### Parks and Recreation

*Parks measure a community’s ability to offer high quality of life outside of the workplace.*

**Active Youth Participation** – number of youth participating in sports activities.

**Active Acreage** – formal designated sports fields and outdoor courts, e.g., basketball, volleyball, tennis, etc.

**Passive Acreage** – area not designated for specific activities and has no designated sports fields.

**Greenway Acreage** – scenic trail or route set aside for travel or recreational activities.

4. Fiscal year 2012 number reflects decreased participation in the Little League Baseball program. This decrease is the result of kids “aging out” of the program.

### Intervention and Detention

**Jail Operating Costs Savings** - includes savings associated with reduced costs for housing jail inmates due to incarceration alternatives provided through the Probation and Supervised Pretrial Release programs.

### Development

*Development provides one measure of a solid regional economy.*

**Building Permit Value** – value of the work to be done on a parcel less the cost of the land, mechanical, electrical, plumbing, sewer, and water installation values.

### Financial Stewardship

**Bond Rating** – grades indicating the bond issuer’s ability to pay its principal and interest in a timely manner.

### Library Services

**Library Uses** – total of circulation (all items checked out or downloaded to library users) and computer use.

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**Budget Overview**

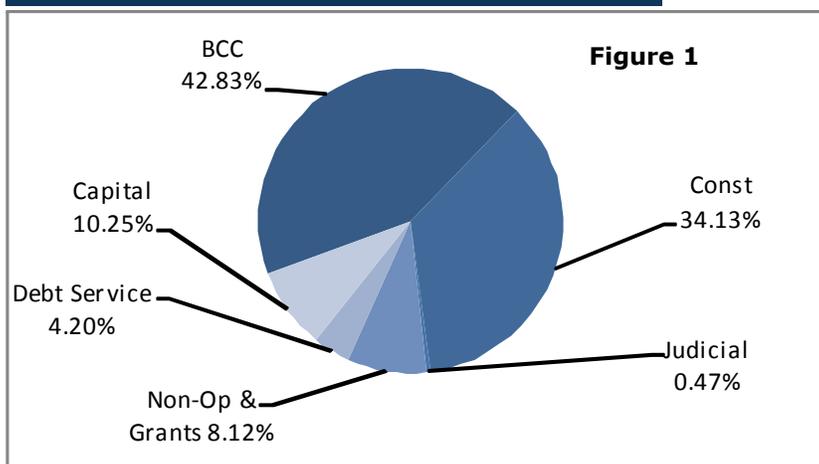
The total budget for FY 2013/2014 is \$222,416,464 or 0.30% decrease over last fiscal year. The **operating budget** of \$204,122,729 represents an increase of 1.95% from last year's adopted budget. The **capital budget** of \$18,293,735 represents a 20.03% decrease from last year.

**Funding**

On July 8, 2013, after final property valuations were received, the Board held a budget workshop to review budget balancing strategies for addressing the budget shortfall of \$8.78 million. In order to balance the budget, the Board maintained the current millage rate of 8.3144, utilized \$4.14 million in reserve funds, eliminated 8.2 positions and made other reductions amounting to \$3.5 million.

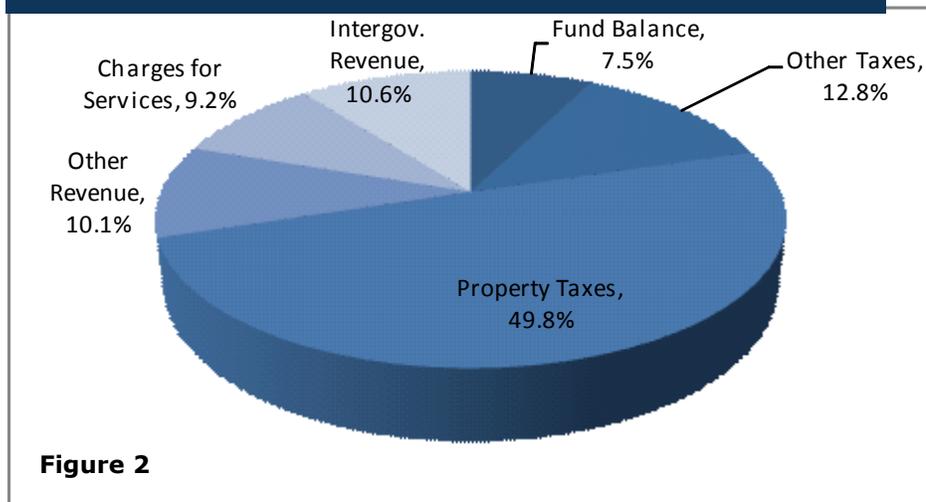
As part of the budget process, the Board addressed a long standing issue of general revenues subsidizing enterprise operations. The Board approved the implementation of the Five Cent Gas Tax which will generate \$2.0 million in additional revenue. The Board also approved implementing a modest user fee rather than closing the rural centers. This effort coincides with the Board also negotiating a 32 % reduction in the curbside collection rate for solid waste, which impacts the majority of the unincorporated area. Lastly, for the first time in 23 years, the Board increased the stormwater assessment fee from \$20 to \$85 for a single family equivalent.

**FY 2013/2014 Expenditures**



**Figure 1** depicts the budget as it is reflected organizationally. The FY 2013/2014 budget shows a reduction in some service levels, while being sensitive to maintaining quality services in high priority, mandatory and essential programs such as public safety and transportation.

**FY 2013/2014 Revenues**



The Florida Statutes require that all local government budgets be balanced. Leon County's FY 2013/2014 budget of \$222,416,464 is balanced with the use of a variety of revenue sources, and fund balances, and retained earnings from previous fiscal years.

**Figure 2**

**Figure 2** displays the major classifications of revenue sources used in support of the FY 2013/2014 adopted budget. In the Budget Summary/Analysis section - Revenue v. Expenditures, the major individual revenue sources are presented and summarized in more detail.

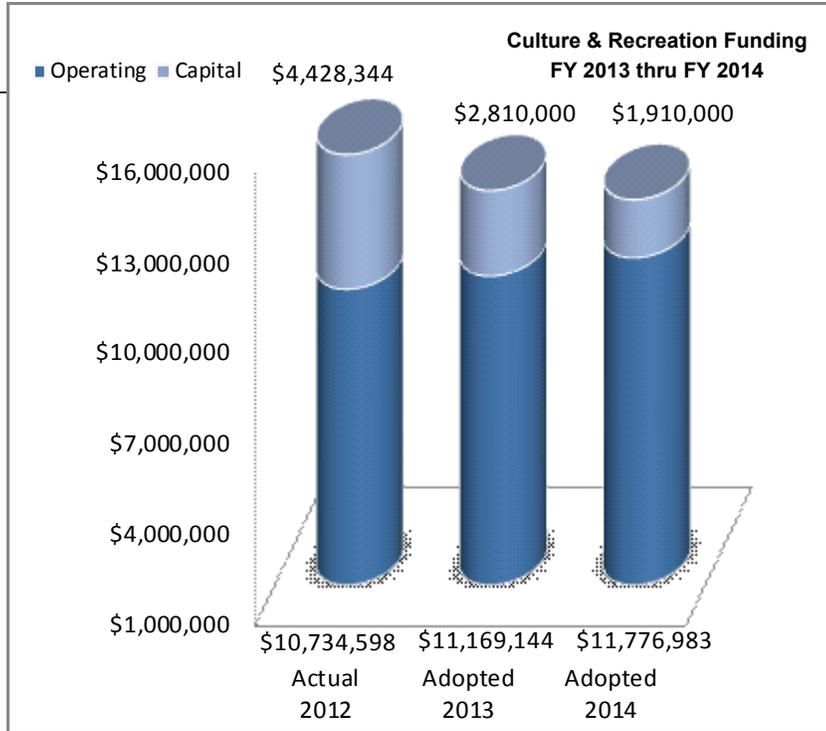
**Culture & Recreation**



Culture and recreation operations and capital projects funded for Fiscal Year 2013/2014 represent a broad range of services provided by Leon County designed to enhance the quality of life for both residents and visitors. This includes services provided by Parks and Recreation and Library Services. The Board showed its commitment to the community by allocating funding for general park improvements and library services.

**Funding**

In Fiscal Year 2013/2014, the Board of County Commissioners in support of culture and recreation operations and capital projects allocates a total of \$12,957,983. This is a decrease of 7.3% from the previous year and represents approximately 6% of the total allocation Fiscal Year 2013/2014 budget. Funding was provided to maintain the high quality of existing services while continuing to support the capital maintenance of existing facilities.



**County Fact:**

*More than 3000 youth participate in Leon County sports programs annually.*

**2014 Highlights**

Key highlights of the Fiscal Year 2013/2014 operating and capital budget, with respect to culture and recreational services include:

- Allocating \$50,000 for the design and engineering for the future replacement of restrooms and concession stands at Woodville Community Park.
- Funding for final payment for acquisition of the land for the future development of a community park in the north-east part of the county in the amount of \$388,000.
- Funding for a remote telephone service for staff at the Library in the amount of \$20,000.
- Funding for replacement of security lighting and lighting for the final two fields at Apalachee Regional Park in the amount of \$150,000.
- Allocating \$400,000 for park system improvements including fencing, equipment safety correction, paved parking lots, irrigation, turf management, and tennis and basketball court maintenance.

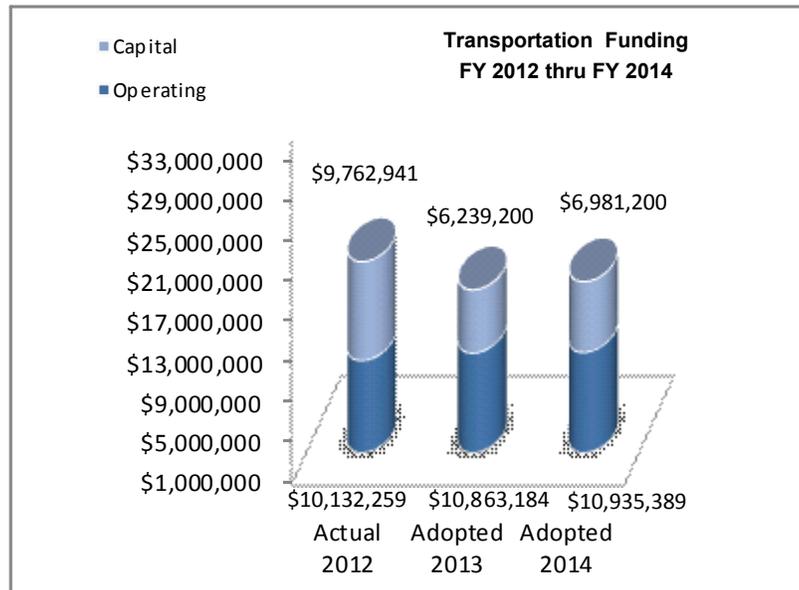
**Transportation**



Transportation operations and capital projects funded for Fiscal Year 2013/2014 represent a broad range of services provided by Leon County designed to enhance the safe and adequate flow of vehicles, travelers, and pedestrians. This includes services provided by Engineering Services and the Operations Division of the Public Works Department. Leon County is required to maintain the existing transportation network and deems it essential to conduct maintenance on a regular basis to avoid costly repairs due to neglect. During the FY14 budget development process, the Board approved implementation of the additional available Five Cent Gas Tax, to be split 50/50 with the City, which will generate an additional \$2.0 million in FY14 and \$2.5 million annually thereafter. The Board determined that the additional funding will be used to both reduce the general revenue subsidy and also provide funding for transportation related projects in Leon County.

**Funding**

In Fiscal Year 2013/2014, the Board of County Commissioners in support of transportation operations and capital projects allocates a total of \$17,916,589. This is a 5% increase from the previous fiscal year and represents 8% of the total Fiscal Year 2013/2014 budget. The increase represents the Board implementation of the additional five cent gas tax which will be used to minimize the general revenue subsidy to the program and for other transportation related projects.



**County Fact:**  
*Public Works maintains 606 miles of road in Leon County.*

**2014 Highlights**

Key highlights of the Fiscal Year 2013/2014 operating and capital budget, with respect to transportation services include:

- Allocating \$3.2 million to resurface a part of the County’s arterial/collector road system.
- Funding for intersection and safety improvements in the amount of \$750,000.
- Allocating \$586,000 for the vehicle and replacement equipment.
- Continue funding for community safety and mobility projects (e.g. sidewalks) in the amount of \$750,000.
- Local road resurfacing funding in the amount of \$850,000.
- \$2.0 million from the additional five cent gas tax with \$1.0 million to be used for future transportation projects and \$1.0 million to be used for reducing the current subsidy.

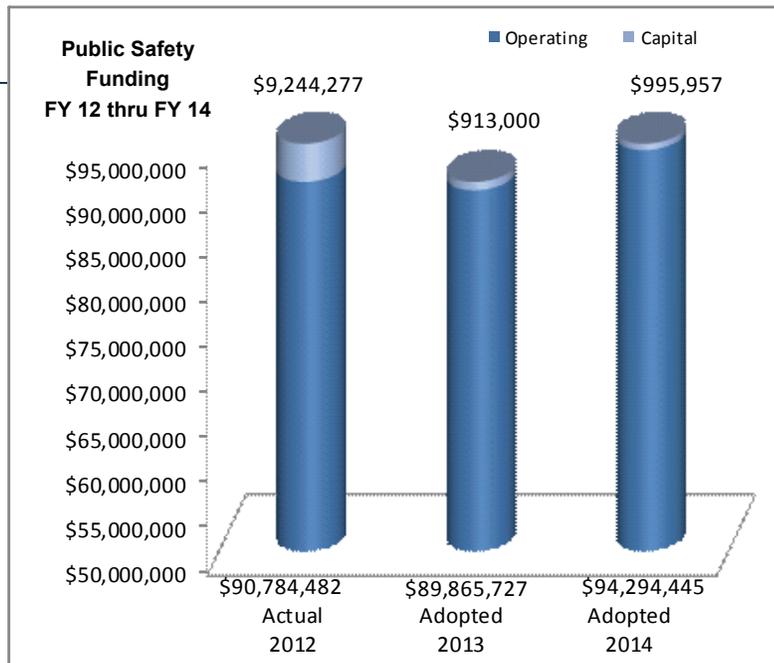
**Public Safety**



Public Safety operations and capital projects funded for Fiscal Year 2013/2014 represent a broad range of services provided by Leon County that are designed to enhance the quality of life by ensuring the security of both persons and property. This includes services provided by Emergency Medical Services (EMS), the Leon County Sheriff's Office, the Medical Examiner, Building Inspection, Pollutant Storage Tank Program, Probation Services, and Leon County Volunteer Fire Departments.

**Funding**

In Fiscal Year 2013/2014, the Board of County Commissioners in support of public safety operations and capital projects allocates a total of \$95,290,402. This represents a 5% increase of the prior fiscal year and represents approximately 43% of the total Fiscal Year 2013/2014 budget.



**County Fact:**

Victims of cardiac arrest in Leon County have a 400% higher chance of survival over the national average.

**2014 Highlights**

Key highlights of the Fiscal Year 2013/2014 operating and capital budget, with respect to public safety services include:

- Ninety percent (90%) of the total Public Safety budget is allocated to the Sheriff/Jail (\$68,067,470) and Emergency Medical Services (\$15,958,808).
- Sheriff's Office offered capital improvement budget reductions in the amount of \$400,000 to assist in reducing the budget shortfall.
- Appropriating \$50,000 for the preliminary programming and design of a new Medical Examiner Facility.
- Allocating \$1,804,141 in funding for technology support, facilities management and associated operating costs for the Public Safety Complex. The City of Tallahassee will share this cost with the County 50/50.
- Appropriating \$1,095,000 for the purchase of additional ambulances to meet current demand for service.
- Allocating additional \$10,000 at the request of the Public Safety Coordinating Council's for additional funding for the Domestic Violence Coordinating Council.

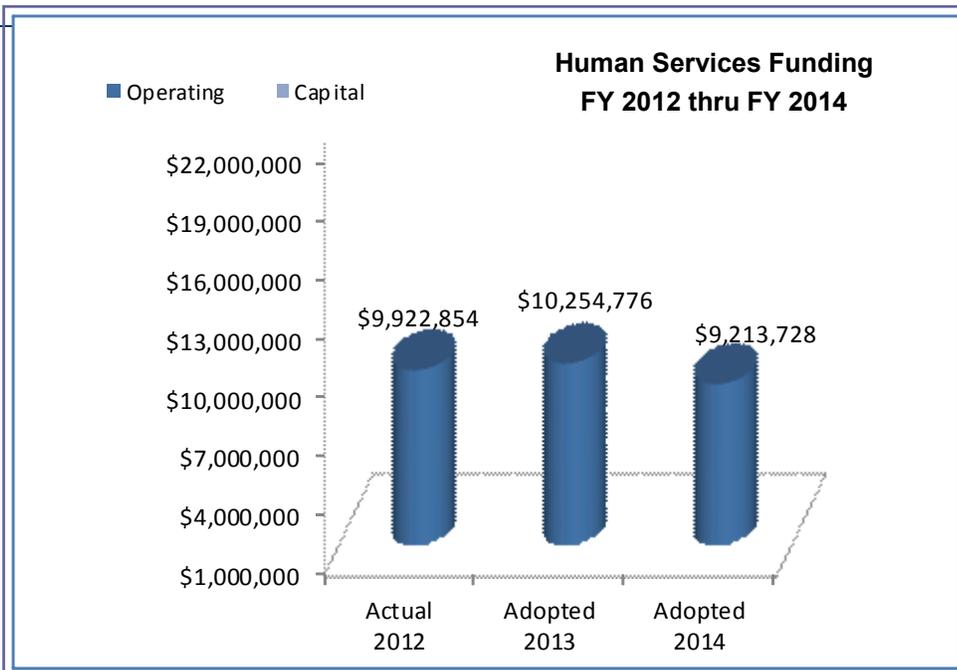
**Human Services**



Human Services operations funded for Fiscal Year 2013/2014 represent a broad range of services provided by Leon County for the welfare of the community as a whole and its individuals. This includes services primarily provided by Health and Human Services, Mosquito Control, Primary Health Care, Intergovernmental Affairs and other public services.

**Funding**

In Fiscal Year 2013/2014, a total of \$9,213,728 is allocated by the Board of County Commissioners in support of human services operations. This is a 10% decrease from the prior fiscal year and represents approximately 4% of the total Fiscal Year 2013/2014 budget.



**County Fact:**

*In FY12, Leon County rehabilitated 63 low-income residents' homes, replaced eight low-income residents' substandard homes that were unsafe and unable to be rehabilitated.*

**2014 Highlights**

Key highlights of the Fiscal Year 2013/2014 operating and capital budget, with respect to human services include:

- Appropriating \$20,000 for the Women and Girls Commission for research and data analysis.
- \$344,925 for human service line item funding to agencies including continued support for the Tallahassee Memorial Trauma Center in the amount of \$200,000.
- Continue funding to support the Community Human Service Partnership (CHSP) grant program for a total of \$865,000.
- Continue primary health care funding for contracted clinics in the amount of \$1.8 million.
- Providing an additional \$35,000 for the Senior Citizens Service contract for expanded services at the new north-west community center.

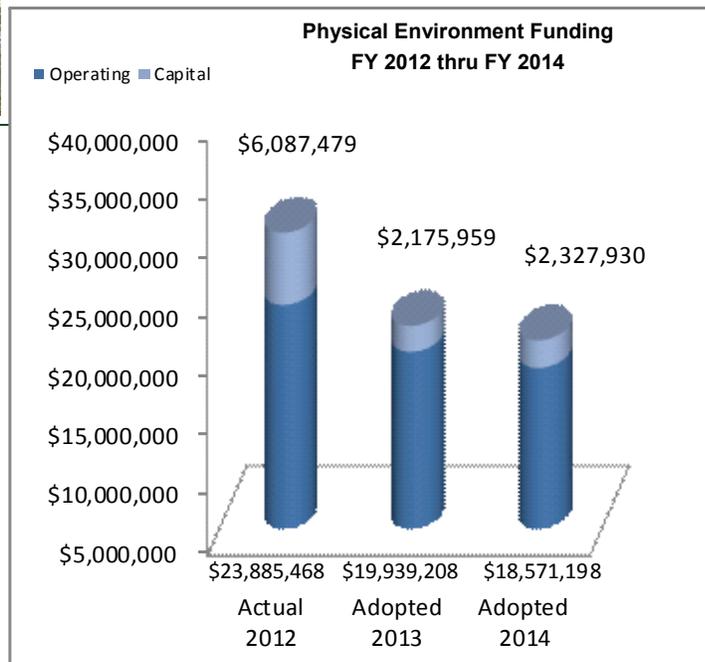
**Physical Environment**



Physical environment operations and capital projects funded for Fiscal Year 2013/2014 represent a broad range of services provided by Leon County for the primary purpose of achieving a satisfactory living environment by controlling and utilizing elements of the environment. This includes services provided by Solid Waste, Stormwater Engineering, Stormwater Maintenance, Geographic Information Services, Cooperative Extension, Environmental Compliance and the Development Services division of the Growth & Environmental Management Department.

**Funding**

In Fiscal Year 2013/2014, the Board of County Commissioners in support of physical environment operations and capital projects allocates a total of \$20,899,128. This is a 5% decrease from the prior fiscal year and represents approximately 9% of the total Fiscal Year 2013/2014 budget.



**County Fact:**

*County Engineering services constructs and maintains infrastructure, including roads, sidewalks, and stormwater systems at 73 sites, including all major water bodies.*

**2014 Highlights**

Key highlights of the Fiscal Year 2013/2014 operating budget, with respect to physical environment services include:

- The Board approved increasing the stormwater assessment fee from \$20 to \$85 for the first time in 23 years to fund needed stormwater maintenance projects.
- Allocating of \$100,000 for the Pedrick Road Pond Walking trail stormwater reuse irrigation system.
- Funding for improvements to the Transfer Station in the amount of \$300,000.
- Appropriating \$430,400 for Stormwater vehicle and replacement equipment.
- Allocating of \$175,000 for Transfer Station and Landfill heavy equipment and vehicle replacement.
- Funding for Geographic Information Services in the amount of \$188,280.
- Killlearn Lakes Plantation stormwater improvements funded at \$500,000.
- Implemented a modest \$10 per month operational fee for users of the Rural Waste Service Centers.

**Economic Development**



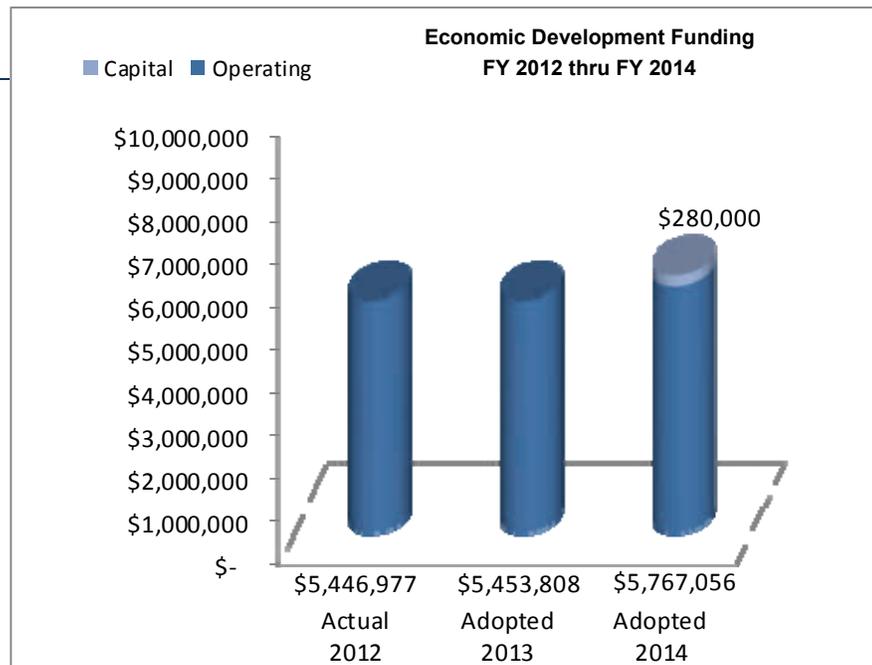
Economic Development operations funded for Fiscal Year 2013/2014 represent a broad range of services provided by Leon County designed to develop and improve the economic condition of the community and its citizens. This includes services provided by the Tourist Development Council, the Economic Development Council, Veteran Services, and Housing Services. Leon County is also the primary contributor to the Community Redevelopment Areas (Frenchtown and Downtown).

**County Fact:**

*Leon County Tourism Development awarded over 100 grants to support local organizations and events.*

**Funding**

In Fiscal Year 2013/2014, the Board of County Commissioners in support of economic development operations allocates a total of \$6,047,056. This is 11% increase to the prior year funding and represents just over 3% of the total Fiscal Year 2013/2014 budget. The increase in funding is primarily due to the approval of funding for tourism related events and projects designed to increase tourism to Leon County and the support of business expansion.



**2014 Highlights**

Key highlights of the Fiscal Year 2013/2014 operating budget, with respect to economic development services include:

- Continuing to support Council on Culture and Arts in the amount of \$504,500.
- Allocating an additional \$136,000 for marketing and programming for the new Cascade Park Amphitheatre concert series.
- Funding to assist in the relocation of the Red Hills Horse Trials event in the amount of \$84,500.
- Allocating \$50,000 for the Word of the South Festival.
- Established a signature community event fund to drive tourism in the amount of \$125,000.
- Continue to fund the Economic Development Council for job creation and capital investments through business development, recruitment, retention and expansion, in the amount of \$199,500.
- Allocated \$250,000 for a capital project to create an Urban Incubator to support business expansion.

**Court Services**

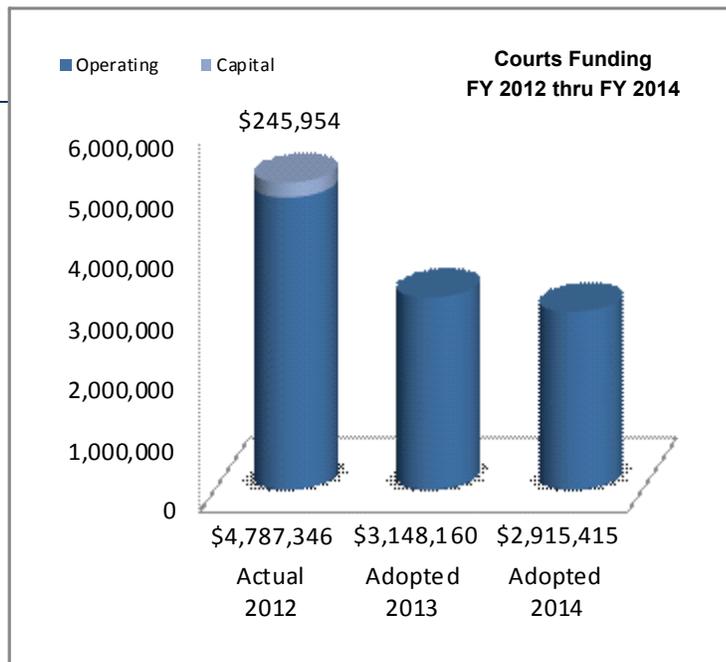


Court operations funded for Fiscal Year 2013/2014 represent a broad range of services provided by the Judicial Branch of Leon County government. This includes services provided by the Second Judicial Circuit of the State of Florida, the State Attorney and the Public Defender. The County Constitutional Office of the Clerk of the Court also provides services in support of the Judicial Branch of government. Beginning July 1, 2004, the County's role in support of the Courts changed significantly with the implementation of Revision 7 to Article V of the state constitution. The County is obligated to fund a number of items, including facilities, technology and court security.

**Funding**

In Fiscal Year 2013/2014, the Board of County Commissioners in support of the Judicial Branch allocates a total of \$2,915,415, for court related operations. This is a 7% decrease from the previous fiscal year and represents almost 1% of the total Fiscal Year 2013/2014 budget.

**NOTE:** Capital funding for Court related expenses are contemplated in the General Government Section. At year end in compliance with Article V reporting requirements expenses related to security, management information, communication, facilities management capital construction and other required expenditures are realigned to judicial cost centers. These costs are then reflected in the FY 2012 actual column.



**County Fact:**

*Leon County's work program used 1,800 offenders with court-ordered sentences to work on roadway, greenway, park and facilities maintenance and general public service.*

**2014 Highlights**

Key highlights of the Fiscal Year 2013/2014 operating budget, with respect to court related services include:

- Funding for technology for the State Attorney and Public Defender in the amount of \$50,000.
- A decrease in the Juvenile Assessment Payment to the State in the amount \$70,000.
- Continued funding in the amount of \$37,000 each to the State Attorney and the Public Defender offices to pay for first appearance attorneys to alleviate jail capacity.
- Continued funding of Teen Court, Law Library, Legal Aid, and the Guardian Ad Litem (GAL) program.
- As reflected in the FY 2012 actual expenditures, the County spent more than \$2.9 million annually for central services from other departments such as MIS and Facilities Management plus capital construction costs in support of the court system.
- Courthouse repairs in the amount of \$1,136,225.

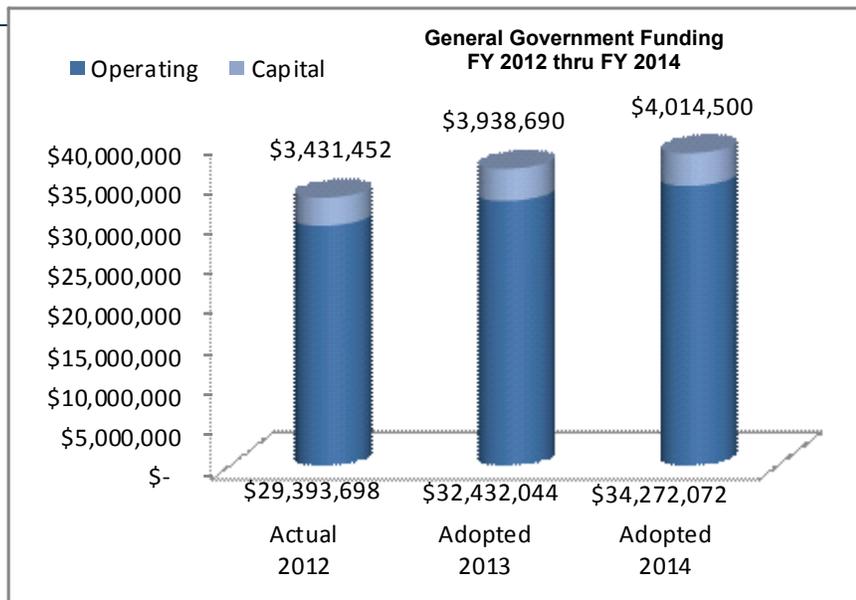
**General Government Services**



General government operations and capital projects funded for Fiscal Year 2013/2014 represent a broad range of general services provided by Leon County. This includes services provided by the legislative and administrative branches of County government like the County Commission and the County Administrator. Additionally, general government funding is allocated in support of services provided by the Property Appraiser, the Tax Collector, the Supervisor of Elections, and the County Attorney.

**Funding**

In Fiscal Year 2013/2014, the Board of County Commissioners in support of the general government services allocates a total of \$38,286,572 for general government operations. This is a 5% increase from the previous fiscal year and represents almost 17% of the total Fiscal Year 2013/2014 budget.



**County Fact:**  
For FY2014, Leon County addressed an \$8.7 million budget shortfall without raising property taxes.

**2014 Highlights**

Key highlights of the Fiscal Year 2013/2014 operating budget, with respect to general government services include:

- A \$70,000 savings was realized by consolidating printers within County divisions and by standardizing copier devices through a single contractor.
- Allocating of \$350,000 for general vehicle and equipment replacement.
- Appropriating \$800,000 for elections voting equipment that will replace touch screen and utilize paper ballots as well as to be ADA compliant. Total project funding is \$2.2 million.
- Continued support of the Lake Jackson Town Center Sense of Place in the amount of \$100,000.
- A savings of \$105,852 in personnel costs from a reduction in positions associated with the reorganization of operation and maintenance crews in Facilities Management.
- As submitted by the Supervisor of Elections to assist in addressing the budget shortfall, a \$300,000 cost savings by increasing early voting locations from five to seven sites instead of the initially proposed nine sites.

**Other Expenses & Debt Services**



Non-operating funding is provided by the Board of County Commissioners 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. The County employees responsible for the administration of these programs are presented in specific County Administrator department budgets.

In Fiscal Year 2013/2014, the Board of County Commissioners allocates \$19,889,591 for non-operating expenses, including reserves, and reflects a 17% decrease from the previous fiscal year.

Non-Operating expenditures support the various County activities which include: Fleet Management, countywide communication services and infrastructure, risk management and insurance programs, and reserve and contingency funding for a multitude of County programs and activities.

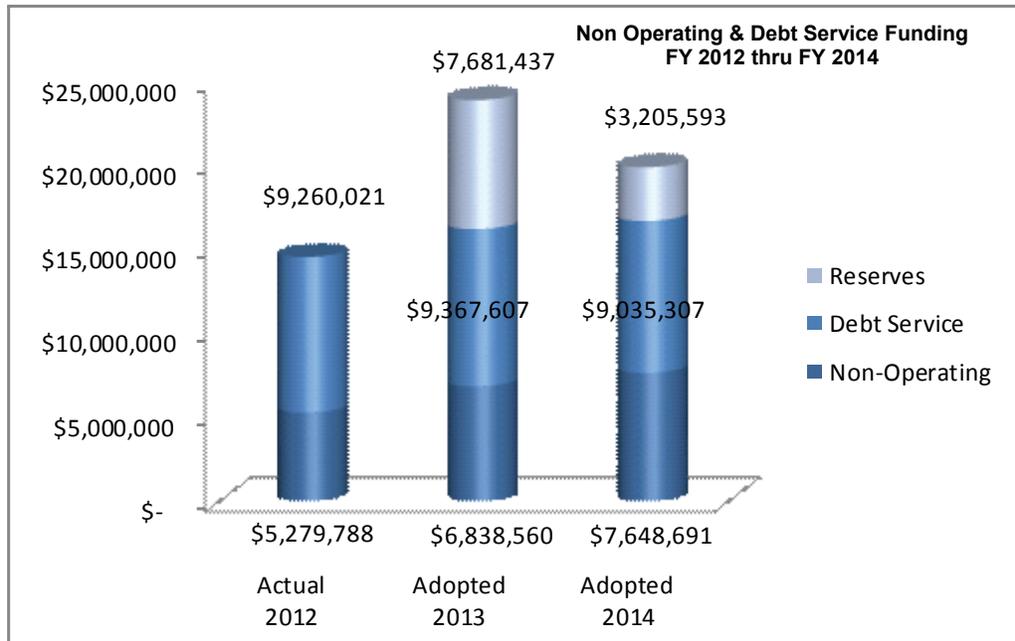
**County Fact:**

*Risk Management conducted over 1,260 background checks on volunteers who work for Parks and Recreation, EMS, Volunteer Leon and Cooperative Extension.*

**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 2013/2014, the Board of County Commissioners budgeted \$9,035,307 for debt service. Due to the County's debt refinancing this is a 4.0% decrease from the prior fiscal year. This allocation represents approximately 4% of the total Fiscal Year 2013/2014 budget. Budgeted reserves decreased by 45% due to the draw down of capital reserves established for the long-term funding of capital projects associated with the maintenance of County infrastructure.



## Median 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 2014 median taxable value<sup>1</sup> (\$92,637) of a median assessed<sup>2</sup> home (\$132,441) with a \$50,000 homestead exemption as specified in the January 2008 voter approved property tax reform referendum.

Services	FY 2014 Ad Valorem Tax Bill \$816	FY 2014 Monthly Cost	FY 2014 Percent of Ad Valorem Taxes
Sheriff - Law Enforcement	\$ 208.74	\$ 17.39	25.58%
Sheriff - Corrections	200.56	16.71	24.58%
Facilities Management	53.50	4.46	6.56%
Emergency Medical Services	46.29	3.86	5.67%
Library Services	41.94	3.49	5.14%
Health & Human Services	35.84	2.99	4.39%
Property Appraiser	28.88	2.41	3.54%
Tax Collector	27.55	2.30	3.38%
Management Information Services	26.87	2.24	3.29%
Supervisor of Elections	24.16	2.01	2.96%
Administrative Services <sup>3</sup>	22.52	1.88	2.76%
Other Criminal Justice (Probation, DJJ)	20.37	1.70	2.50%
Veterans, Volunteer, Agricultural Co-op, Planning	13.78	1.15	1.69%
Board of County Commissioners	8.73	0.73	1.07%
Community Redevelopment - Payment	8.56	0.71	1.05%
Clerk of the Circuit Court	7.53	0.63	0.92%
Line Item Agency Funding	6.96	0.58	0.85%
Other Non-Operating/Communications	6.89	0.57	0.84%
Court Administration and Other Court Programs <sup>4</sup>	6.75	0.56	0.83%
Geographic Information Systems	5.89	0.49	0.72%
Risk Allocations	4.44	0.37	0.54%
Mosquito Control	3.71	0.31	0.46%
Budgeted Reserves	2.25	0.19	0.28%
Sustainability	1.84	0.15	0.22%
Purchasing/MWSBE	1.46	0.12	0.18%
<b>Total</b>	<b>\$ 816.00</b>	<b>\$ 68.00</b>	<b>100.00%</b>

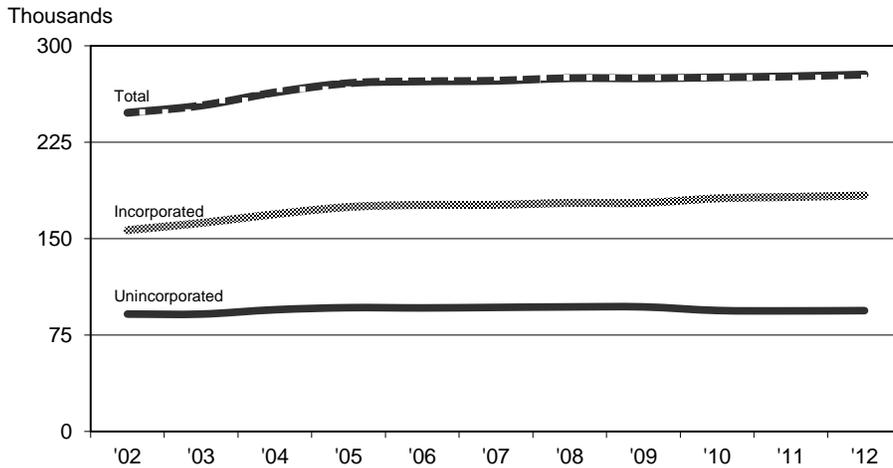
1. The Taxable Value is the value the millage rate is multiplied against to calculate taxes (Assessed Value less Exemptions).

2. The Assessed Value is the value of property as calculated under the Save Our Homes (SOH) cap, 10% non-homestead cap or Agricultural Classification.

3. Administrative Services include: County Administration, the County Attorney's Office, Economic Development/Intergovernmental Affairs, Community and Media Relations Office, the Office of Management and Budget, and Human Resources.

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

### Population

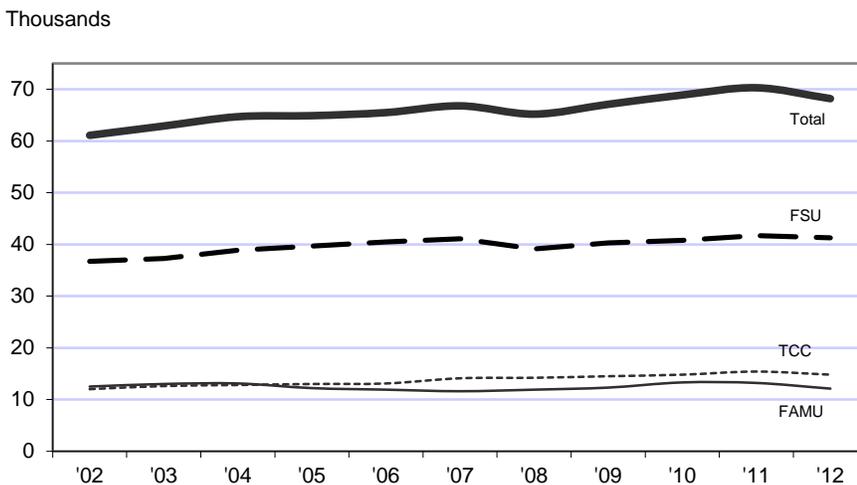


Sources:  
 - 2012, Population Estimates and Projections from Tallahassee/Leon County Planning Department 2012.  
 - 1998-2007, Division of Research & graphics and University of Florida BEBR, Florida Statistical Abstract 2010.  
 - 2010 United States Census

According to the 2010 United States Census data and 2012 estimates from the Florida Bureau of Economic and Business Research, Florida Statistical Abstract, the current Leon County population is 277,670; 66% incorporated and 34% unincorporated. Total county population estimates had slowed to less than 1% annual growth since 2006. In 2009, there was a slight decline in population estimates. According to 2012 estimates, the total population has seen a 0.50% increase since the 2010 Census. Population estimates include higher education enrollment.

Leon County had the second highest growth rate of neighboring counties since the 2010 Census behind only Gadsden County: Gadsden (2.4%), Leon (0.8%), Wakulla (0.0%), and Jefferson (-1.9%).

### Higher Education Enrollment

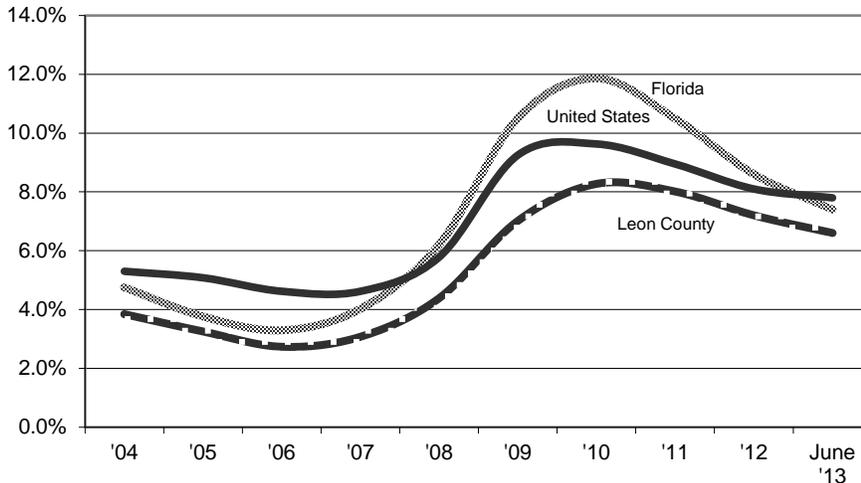


Source: Fall Enrollment Statistics from the Office of the Registrar for FSU/FAMU/TCC

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 2012 decreased 3% from 2011 to 68,201, down from the 2% increase in the previous year.

In the last decade, TCC has had the highest overall average enrollment increase (2.21%), followed by FSU (1.35%) and FAMU (-0.34%).

### Unemployment Statistics



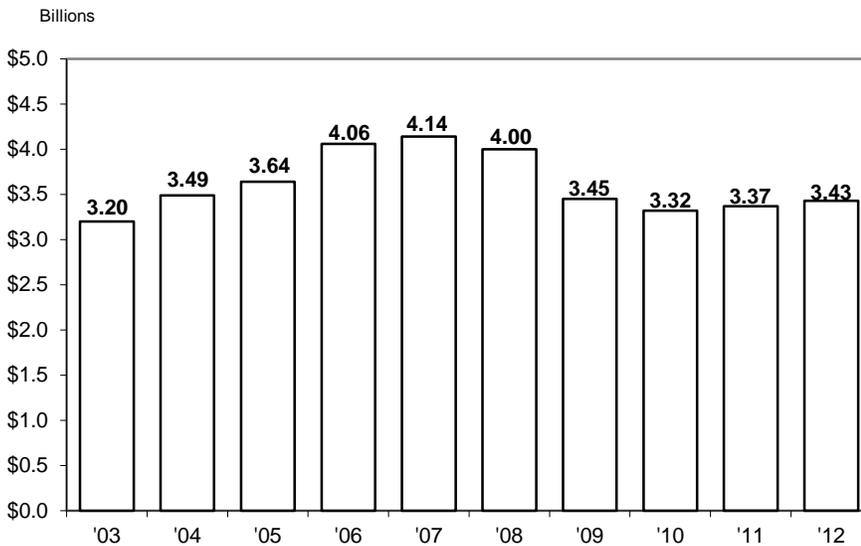
\*Source: Florida Agency for Workforce Innovation, Labor Market Statistics; US Department of Labor, Bureau of Labor Statistics

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 from 2004 through 2006. In 2008, a troubled economy caused unemployment to rise nationwide. In 2009, the state of Florida experienced a 70% increase in unemployment compared to Leon County's 60% increase.

In 2011, Florida's unemployment rate decreased for the first time since 2006 from 11.9% in 2010 to 10.5% in 2011, which is approximately 2% higher than the current national average of 8.4%. Leon County's unemployment rate continues to trend lower than the state or national rates as the June 2013 rate of 6.6% is a decrease from the 8.0% unemployment rate in June of 2012. The June 2013 rates also mark the first time since 2007 that the Florida unemployment rate of 7.4% is below the national average of 7.8%.

\*FY13 Unemployment data released 7/19/2013.

### Taxable Sales

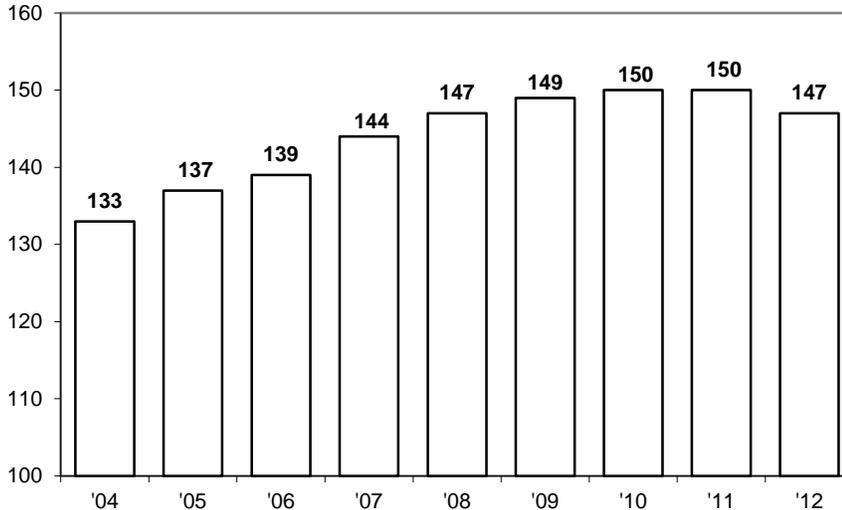


Source: Florida Legislature's Office of Economic and Demographic Research for Tallahassee Metropolitan Statistical Area

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. Retail sales experienced a steady increase beginning in 2003 and peaking in 2007 before the beginning of the current economic downturn. In 2009, taxable sales decreased 14%. In 2010, taxable sales decreased 4%. In 2011, however taxable sales increased by \$51 million or approximately 2% and continued with a \$60 million increase in 2012.

### Total County Labor Force

Thousands



Source: Florida Agency for Workforce Innovation, Labor Market Statistics; US Department of Labor, Bureau of Labor Statistics

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 has increased an average of 1.6% annually. This growing trend slowed in 2010 as the County's labor force from 2010 to 2011 remained flat. In 2012 the labor force had its first decline since 2002 decreasing -2.0%

### Employment by Industry – 2002 vs. 2012

Industry	Employees 2002	% Labor Force	Employees 2012	% Labor Force	% Change
Government	62,000	38.5%	60,600	37.1%	-2.3%
Education and Health Services	16,900	10.5%	19,900	12.2%	17.8%
Professional and Business Services	17,200	10.7%	17,900	10.9%	4.1%
Retail Trade	18,100	11.2%	17,400	10.6%	-3.9%
Leisure and Hospitality	13,600	8.4%	16,700	10.2%	22.8%
Other Services	5,800	3.6%	6,800	4.2%	17.2%
Financial Activities	7,500	4.7%	7,100	4.3%	-5.3%
Construction	7,200	4.5%	5,800	3.5%	-19.4%
Manufacturing	4,200	2.6%	3,200	2.0%	-23.8%
Information	3,600	2.2%	3,300	2.0%	-8.3%
Wholesale	3,200	2.0%	3,200	2.0%	0.0%
Transportation, Warehousing, and Utilities	1,900	1.2%	1,600	1.0%	-15.8%
<b>Total</b>	<b>161,200</b>	<b>100.0%</b>	<b>163,500</b>	<b>100.0%</b>	<b>1.4%</b>

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

Over the past ten years, Leon County's major industries have included Government, Education and Health Services, and Retail Trade. This is attributed to the support needed for the large government and higher education infrastructure in the Tallahassee Metropolitan Statistical Area (MSA).

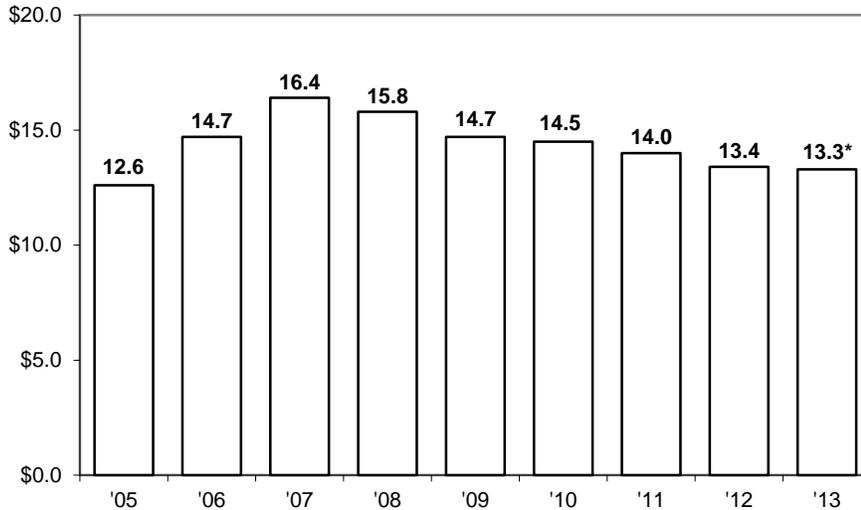
The percentage of the labor force for Government has decreased since 2002, while Education and Health Services, Professional and Business Services, Retail Trade and Leisure and Hospitality have all increased, which reflects a more diverse economy.

The most dramatic increase over the past decade has included Leisure and Hospitality, Education and Health Services, Other Services and Professional and Business Services. Manufacturing has seen the largest decrease, followed by Construction, Transportation Warehousing, and Utilities.

As a whole, these industries have seen a 1.4% increase in employment over the past ten years, with 163,500 employees in 2012.

### Taxable Value

Billions

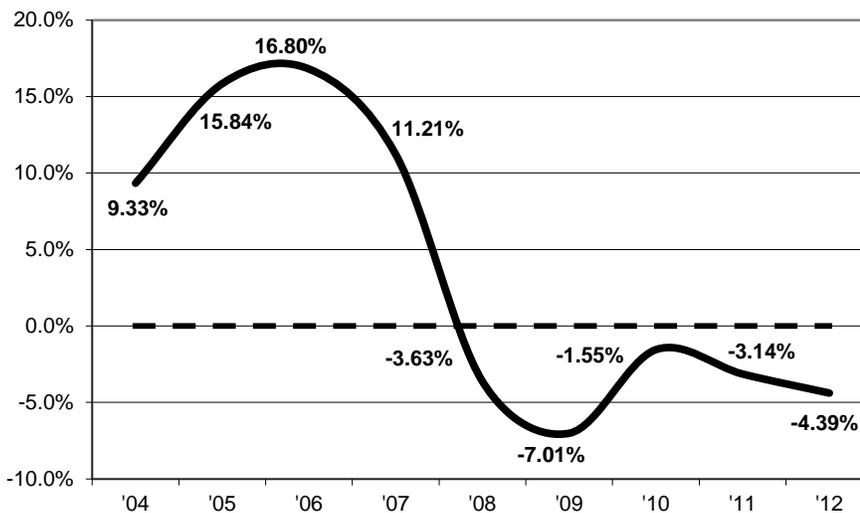


Certification of Final Taxable Value, Forms DR-403  
\*Forms DR-420 are estimated values

Taxable values increased steadily from 2004 to 2006; however, due to property tax reform in 2007, the value of taxable property fell to \$15.8 billion. In the past 5 years, valuations have decreased by \$1.4 billion or 10% and are largely due to the continuing recession and a repressed housing market.

Valuations from the prior year ending December 31 are used to develop the next year budget (e.g., 2012 valuations are used to develop the FY 2013/2014 budget).

### Annual Percentage Change in Taxable Value



Source: Certification of Final Taxable Value, Forms DR-403

Property tax reform in 2007 and 2008 contributed to the first declines in taxable value percentage in more than five years. The continued decline is due to the recession economy and the repressed housing market. In 2006 values increased by 11.2% followed by a five-year fluctuating decline (3.6%, 7%, 1.6%, 3.1%, and 4.4% respectively).

### Principal Taxpayers

2011			2012		
Name	Total Taxable Value	Total Taxes	Name	Total Taxable Value	Total Taxes
Smith Interest General Partnership	\$126,492,644	\$2,521,295	Smith Interest General Partnership	\$123,896,491	\$2,498,478
Century Link	\$111,861,495	\$2,186,944	Century Link	\$119,969,285	\$2,391,564
Tallahassee Medical Center, Inc.(1)	\$68,777,575	\$1,366,817	Florida Gas Transmission Company	\$83,848,719	\$1,397,345
Wal-Mart Stores, Inc	\$55,513,019	\$1,270,861	Tallahassee Medical Center, Inc.(1)	\$65,332,567	\$1,323,729
DRA CRT Tallahassee Center, LLC(2)	\$60,742,063	\$1,207,127	DRA CRT Tallahassee Center, LLC(2)	\$59,943,628	\$1,214,534
Talquin Electric Coop, Inc.	\$63,750,366	\$1,033,942	Talquin Electric Coop, Inc.	\$64,676,443	\$1,074,171
St. Joe Company	\$49,995,332	\$992,447	Wal-Mart Stores, Inc	\$52,455,074	\$1,019,974
Comcast Cablevision	\$49,615,414	\$909,329	St. Joe Company	\$45,737,053	\$922,141
Capital City Bank	\$38,859,823	\$756,665	Capital City Bank	\$37,513,217	\$737,912
Northwood Associates, LLC	\$30,698,518	\$610,418	Comcast Cablevision	\$39,171,835	\$735,050
<b>Total</b>	<b>\$656,306,249</b>	<b>\$12,855,845</b>	<b>Total</b>	<b>\$692,544,312</b>	<b>\$13,314,898</b>

Notes:

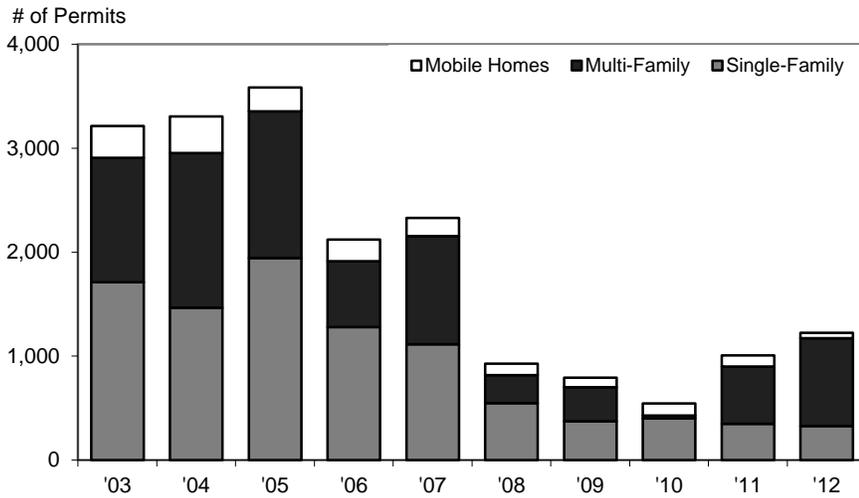
Taxes paid reflect all taxing authorities (i.e. County, School Board, City, Northwest Water Management District, and the Downtown Improvement Authority).

The taxable value of Leon County's Top Ten Taxpayers increased by \$36 million from 2011 to 2012; this 6% increase in value led to a corresponding increase in total taxes paid based on total taxable value.

(1) Tallahassee Medical Center, Inc. is also known as Capital Regional Medical Center

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

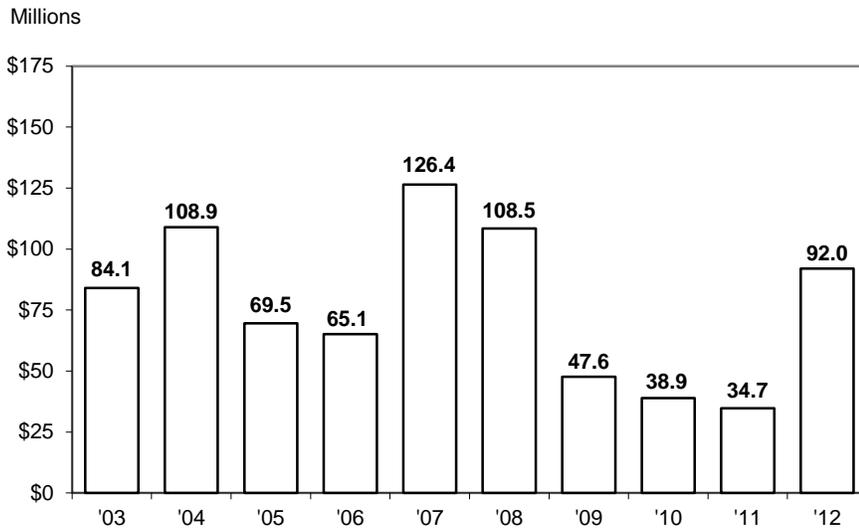
### Residential Building Permits



Source: Leon County Growth & Environmental Management, City of Tallahassee Building Inspection Division, and Tallahassee-Leon County Planning Department

Total countywide residential building permits grew relatively steady and peaked in 2005. However, signaling the beginning of a housing crisis, 2006 experienced a dramatic decrease in overall permits. By 2010, total Residential Building Permits decreased by 85% from peak 2005 levels. An increase in 2012 permits of 19% over 2011 numbers were aided by multi-family permits which grew from 27 in 2010 to 847 in 2012.

### Value of Commercial Permits

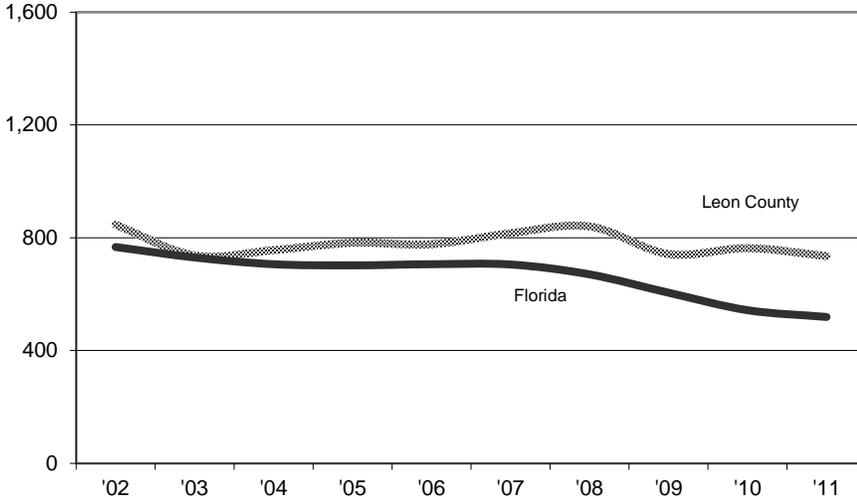


Source: Leon County Growth & Environmental Management, City of Tallahassee Building Inspection Division, and Tallahassee-Leon County Planning Department

Over the past 10 years countywide commercial permit valuation has been volatile. Spikes in 2004 and 2007 were both followed by reductions in following years, with a significant decrease in 2009. The values of commercial permits fell by 56% in 2009; and have dropped 72% in 2011 from peak values in 2007. This decline was followed by the largest rebound since 2007 as values increased 165% in 2012.

### Violent Crime Rate

Per 100,000 Residents



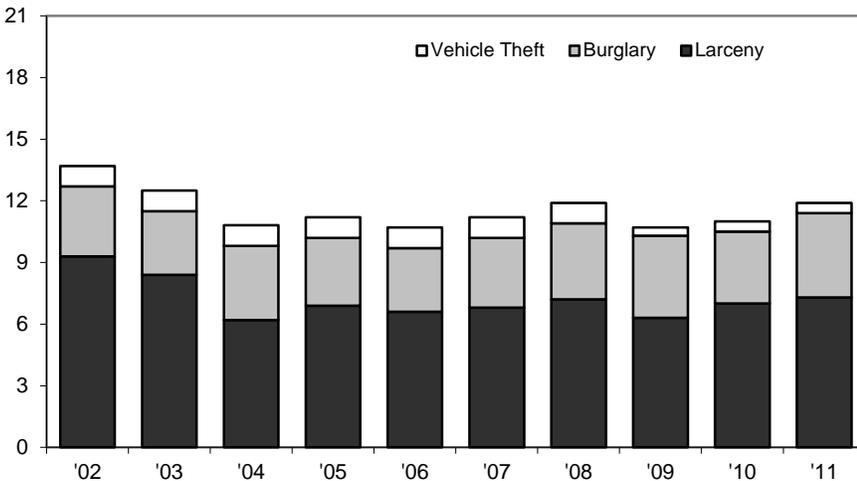
Source: Florida Statistical Analysis Center, FDLE

Violent Crime consists of murder, sex offenses, robbery and aggravated assault.

Over the past ten years, Violent Crime in Leon County has decreased an average of 4%. In 2011, Leon County saw a 3.6% decrease in violent crimes committed per 100,000 people.

### Crimes Against Property in Leon County

Thousands



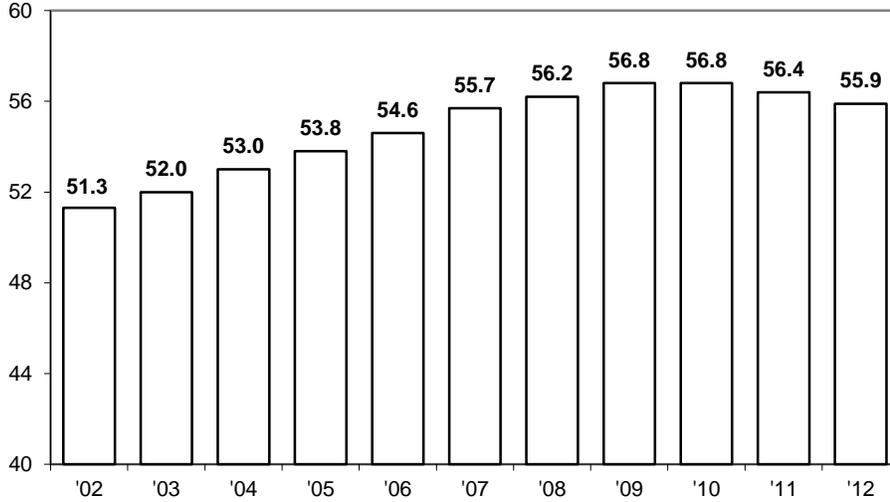
Source: Florida Statistical Analysis Center, FDLE

Generally, property crime in Leon County has fluctuated since 2002. Over a ten-year period, there has been an average of 2.5% decrease for Leon County. The greatest decline occurred from 2003 to 2004 at 15.58%.

Burglary (15.5%), motor vehicle theft (5.2%), and larceny (4.5%) were all contributing factors for the 2011 rise in property crimes (7.5%) in Leon County compared to the rest of the State of Florida that saw a 0.3% decline in property crimes.

### Homestead Parcels

Hundreds

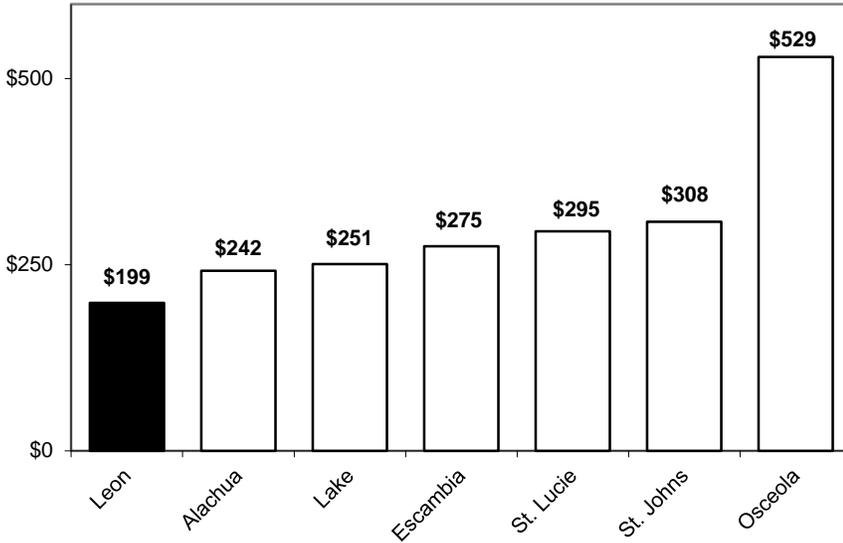


Source: Property Appraiser, Official Tax Roll Certification

Growth in homestead parcels has remained steady at an average of .90% growth per year since 2002. However, from 2010 to 2012 there has been a slight decrease with 894 fewer homesteaded parcels, or a 1.57% decline.

**Total Net Budget (FY13)**

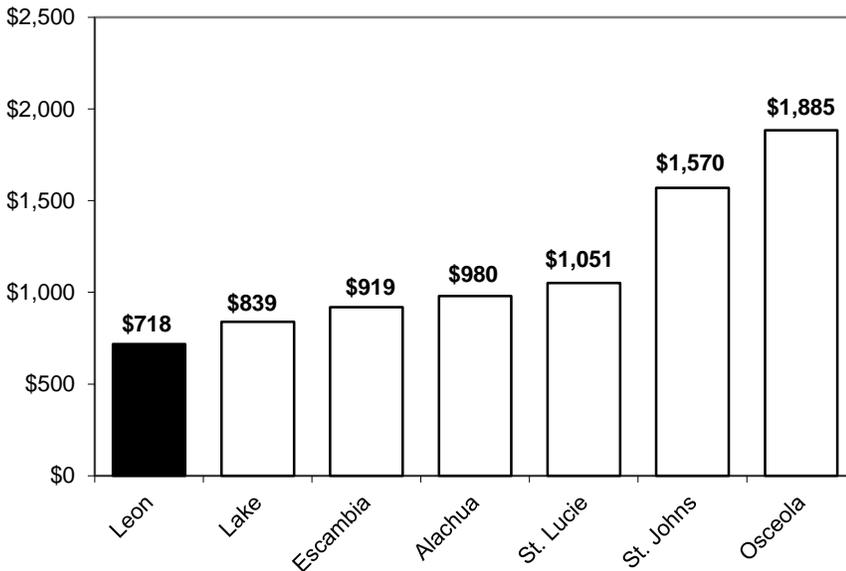
Millions



Leon County ranks lowest in operating budget among like-sized counties, with a net budget of \$200 million. Alachua County's net budget is 21% 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.*

**Net Budget Per Countywide Resident (FY13)**

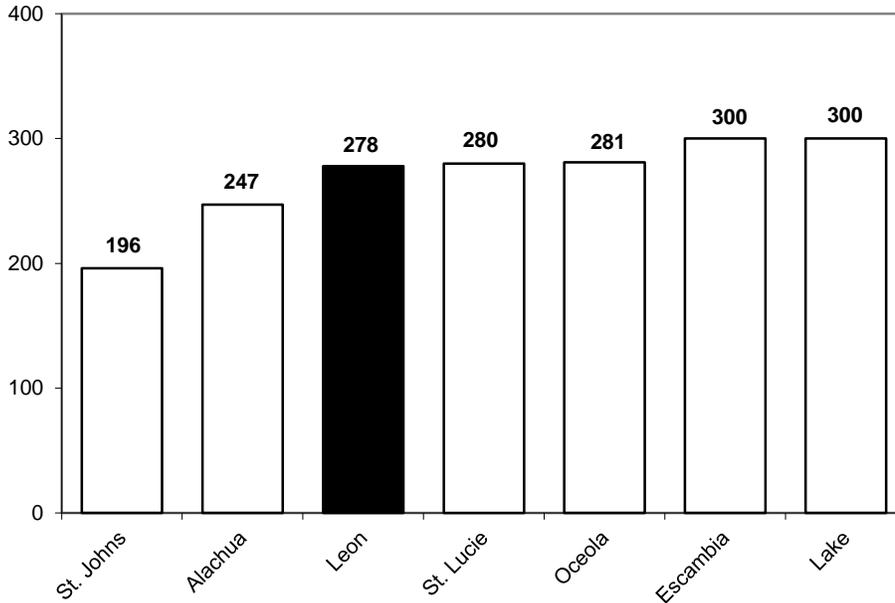


Leon County is the lowest for dollars spent per county resident. Osceola County spends more than two and a half times the amount per resident than Leon County. The next closest County's net budget per capita is 17% higher than Leon County's (Lake County).

\* Comparative Counties updated based on 2012 population estimates.  
 Source: University of Florida, Bureau of Economic and Business Research, 11/1/2012.

**Countywide Population (2012)**

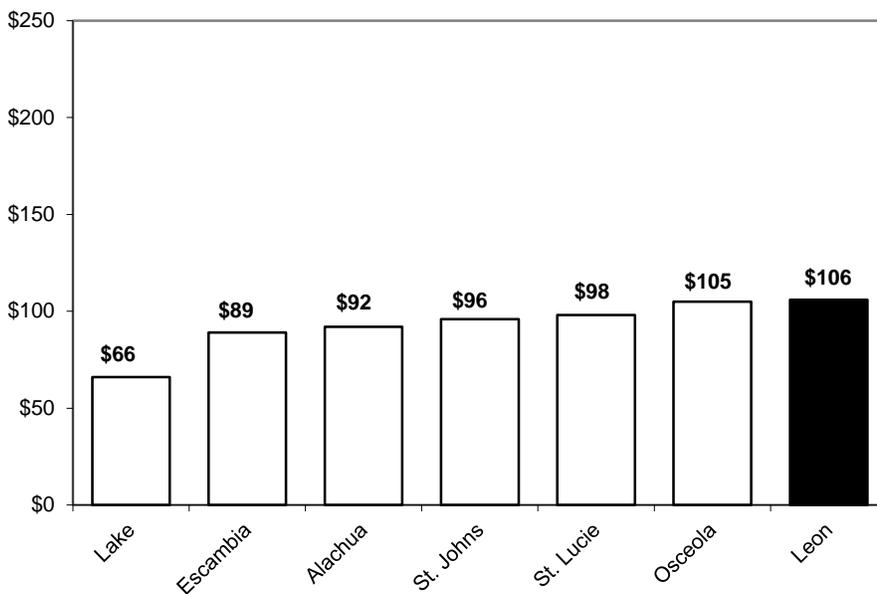
Thousands



The Florida Bureau of Economic and Business Research estimated the Leon County 2012 population at 277,670 residents. The selection of comparative counties is largely based on population served.

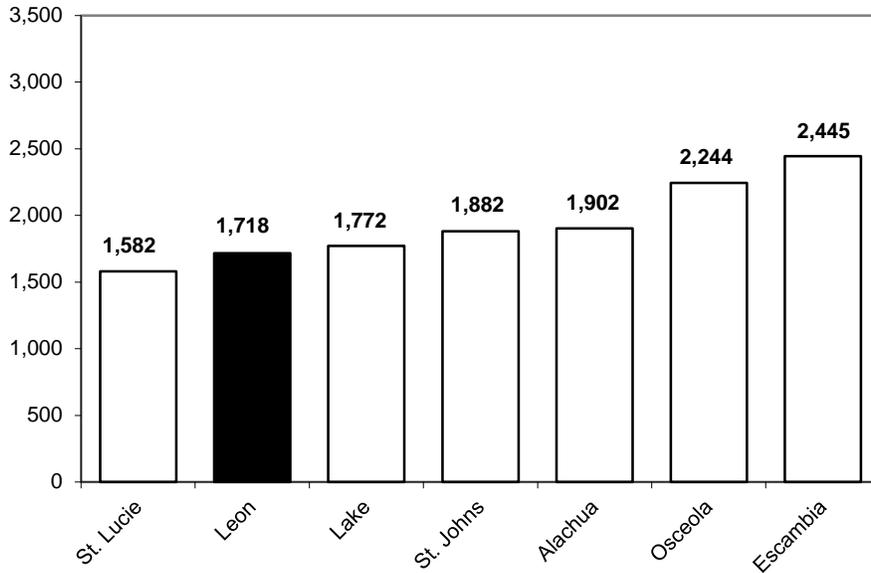
**Anticipated Ad Valorem Tax Collections (FY13)**

Millions



Among the like-sized counties, Leon County collects \$106 million in ad valorem taxes. Leon County collects \$13 million more than the median collection (\$93 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 effect collections in the near term. Ad valorem taxes account for 50% of the County's operating revenue.

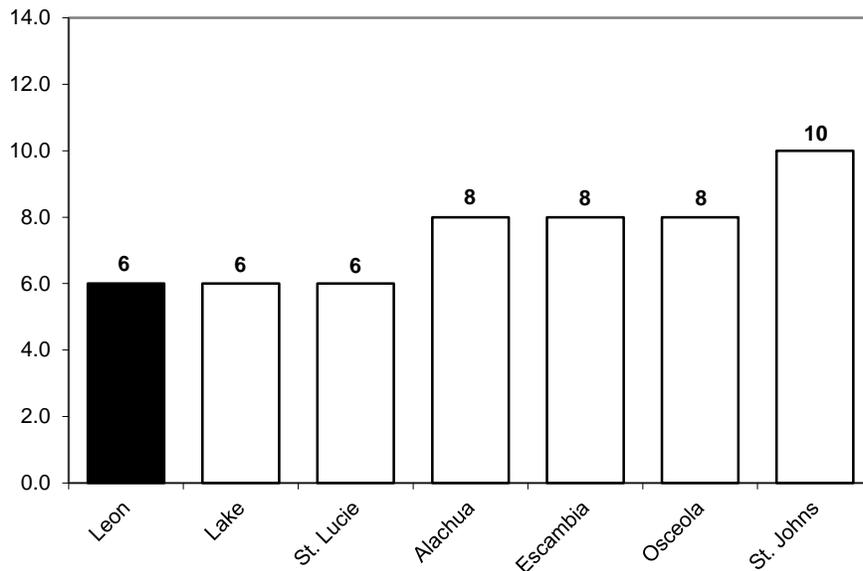
**Total Number of County Employees (FY13)**



County employees consist of Board, Constitutional, and Judicial Offices. Leon County has the second lowest number of county employees among comparables.

All comparable counties surveyed reported either the same or fewer employees than in FY12 except for Alachua, Osceola, and Escambia Counties. This is largely attributed to property tax reform followed by the recession which has impacted county revenues and services.

**County Employees per 1,000 Residents (FY13)**

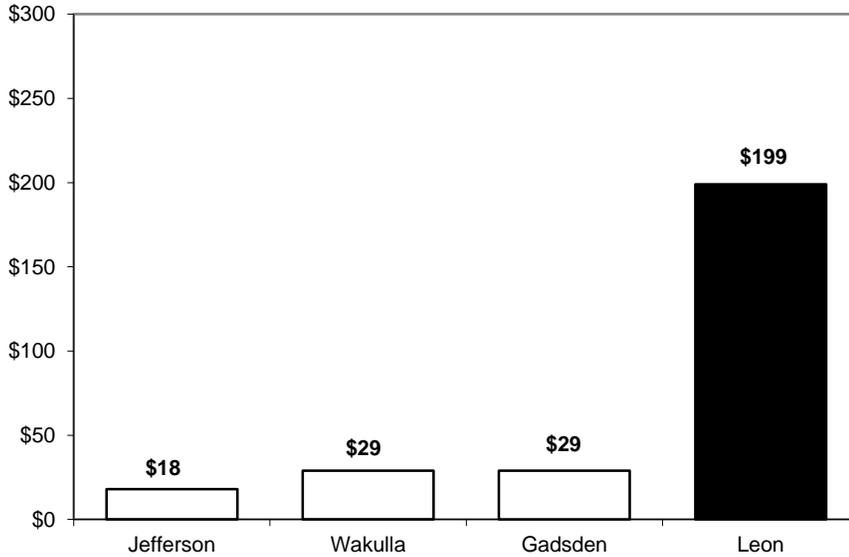


Leon County has a ratio of 6 employees for every thousand County residents, tied with St. Lucie and Lake County as the lowest in per capita employees.

\* Comparative Counties updated based on 2012 population estimates.  
 Source: University of Florida, Bureau of Economic and Business Research, 11/1/2012

**Total Net Budget (FY13)**

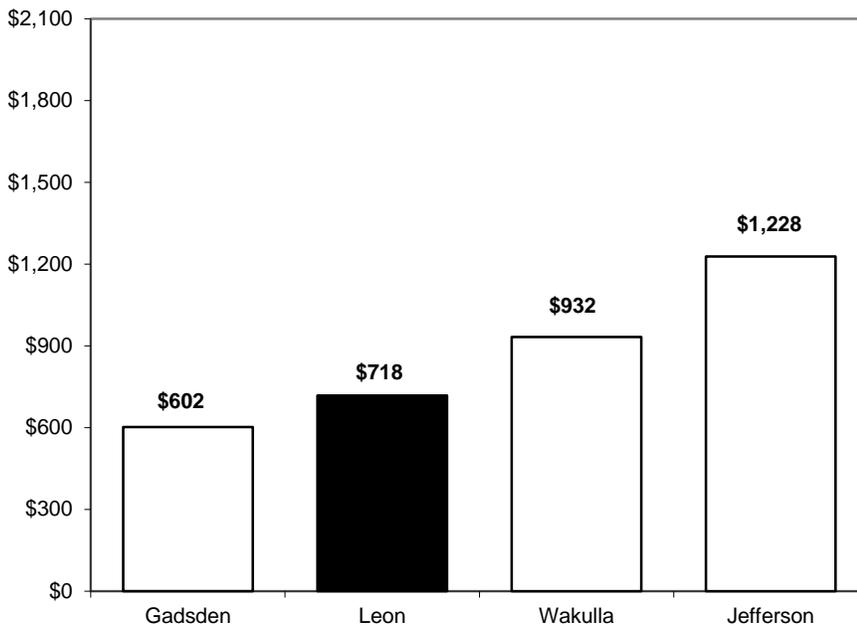
Millions



Leon County ranks highest in operating budget among surrounding counties, with a net budget of \$199 million. Jefferson County ranks lowest with a net budget of \$18 million.

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

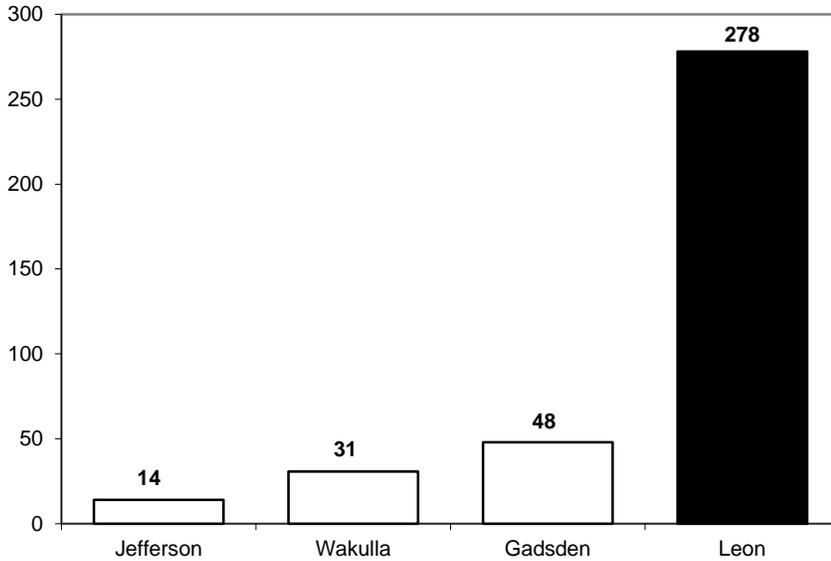
**Net Budget Per Countywide Resident (FY13)**



Leon County is the second lowest for dollars spent per county resident. Gadsden County spends 17% less, while Jefferson County spends 71% more per county resident.

**Countywide Population (2012)**

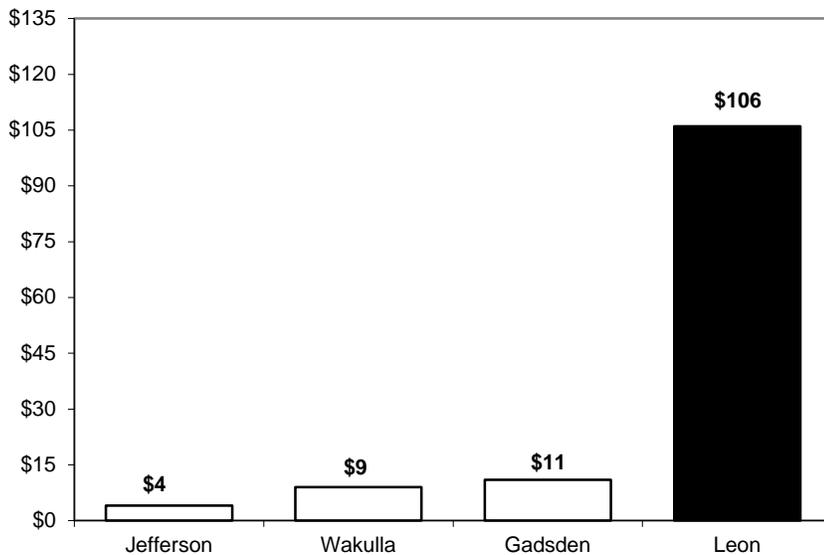
Thousands



The Florida Bureau of Economic and Business Research estimated the 2012 Leon County population at 277,670. Leon County has approximately 230,000 more residents than neighboring Gadsden County which has the next highest population. Of the surrounding counties, Gadsden has the highest projected population growth rate since the 2010 census at 2% compared to Leon (1%), Wakulla (0%), and Jefferson (-2%).

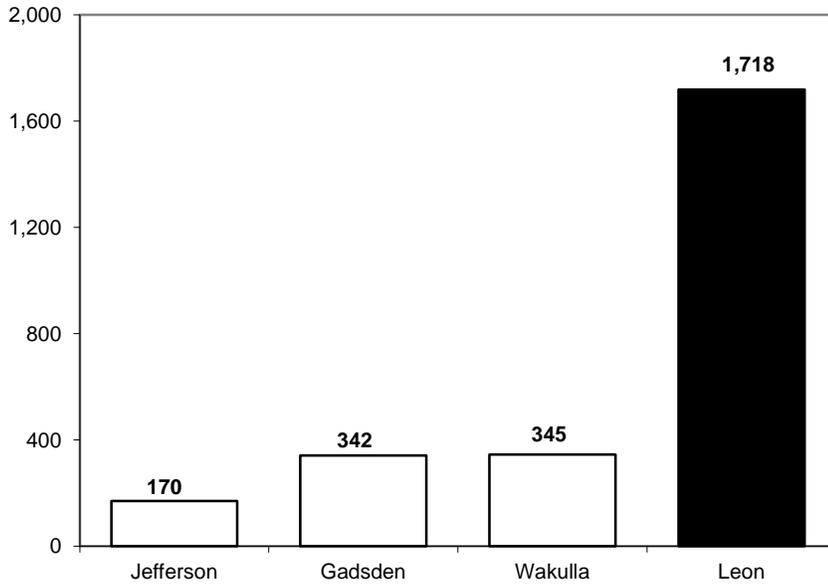
**Anticipated Ad Valorem Tax Collections (FY13)**

Millions



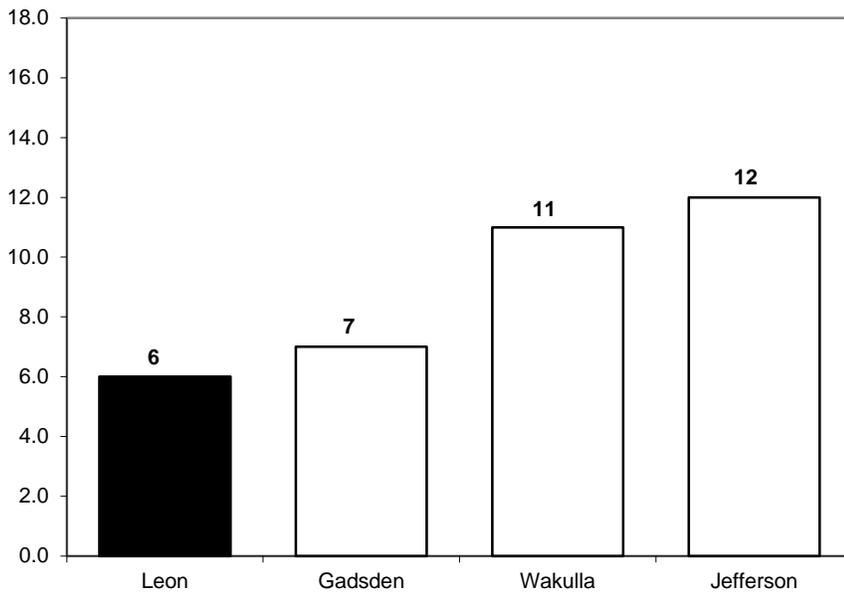
Among the surrounding counties, Leon County collects the highest amount of ad valorem taxes.

**Total Number of County Employees (FY13)**



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

**Total County Employees per 1,000 Residents (FY13)**



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

**Net Budget per Countywide Resident**

<i>County</i>	<i>Net Budget Per Capita</i>	<i>Staff Per 1000</i>	<i>% Exempt</i>
Santa Rosa	\$410	5	37%
Gadsden	\$602	7	51%
Holmes	\$605	8	64%
Union	\$639	10	76%
<b>Leon</b>	<b>\$718</b>	<b>6</b>	<b>43%</b>
Columbia	\$721	7	46%
Flagler	\$788	7	31%
Baker	\$792	12	53%
Washington	\$813	9	44%
Seminole	\$818	7	25%
Volusia	\$820	7	33%
Lafayette	\$824	10	66%
Clay	\$838	7	36%
Lake	\$839	6	30%
Jackson	\$839	8	53%
Taylor	\$844	10	42%
Citrus	\$870	8	32%
Highlands	\$878	9	34%
Bradford	\$892	8	53%
Okaloosa	\$893	7	28%
Marion	\$912	7	40%
Escambia	\$919	8	45%
Suwannee	\$925	10	46%
Wakulla	\$932	11	55%
Calhoun	\$949	8	61%
Madison	\$957	11	55%
Hernando	\$958	8	38%
Polk	\$970	7	31%
Pinellas	\$970	5	28%
Sumter	\$972	6	31%
Alachua	\$980	8	51%
Bay	\$994	7	33%
Liberty	\$995	14	77%
Okeechobee	\$1,026	10	40%

<i>County</i>	<i>Net Budget Per Capita</i>	<i>Staff Per 1000</i>	<i>% Exempt</i>
Brevard	\$1,045	7	43%
Putnam	\$1,047	9	50%
Saint Lucie	\$1,051	6	36%
Hendry	\$1,089	9	67%
Nassau	\$1,093	8	28%
Dixie	\$1,101	13	70%
Pasco	\$1,123	8	35%
Levy	\$1,180	10	50%
Lee	\$1,192	7	23%
Gilchrist	\$1,227	11	54%
Jefferson	\$1,228	12	66%
Hamilton	\$1,248	12	42%
Hardee	\$1,276	12	52%
Glades	\$1,280	19	83%
Hillsborough	\$1,307	8	30%
Desoto	\$1,337	10	55%
Manatee	\$1,403	9	23%
Gulf	\$1,407	11	40%
Orange	\$1,436	8	27%
Martin	\$1,441	10	27%
Indian River	\$1,454	10	26%
Palm Beach	\$1,470	8	23%
Saint Johns	\$1,570	10	27%
Broward	\$1,572	6	29%
Duval	\$1,652	8	39%
Walton	\$1,664	15	16%
Dade-Miami	\$1,690	10	28%
Sarasota	\$1,787	9	24%
Collier	\$1,794	10	17%
Osceola	\$1,885	8	37%
Franklin	\$2,352	15	42%
Charlotte	\$2,490	11	28%
Monroe	\$3,369	17	29%

**Percent of Exempt Property**

<i>County</i>	<i>% Exempt</i>	<i>Net Budget Per Capita</i>	<i>Staff Per 1000</i>
Walton	16%	\$1,664	15
Collier	17%	\$1,794	10
Manatee	23%	\$1,403	9
Lee	23%	\$1,192	7
Palm Beach	23%	\$1,470	8
Sarasota	24%	\$1,787	9
Seminole	25%	\$818	7
Indian River	26%	\$1,454	10
Martin	27%	\$1,441	10
Orange	27%	\$1,436	8
Saint Johns	27%	\$1,570	10
Dade-Miami	28%	\$1,690	10
Nassau	28%	\$1,093	8
Okaloosa	28%	\$893	7
Pinellas	28%	\$970	5
Charlotte	28%	\$2,490	11
Broward	29%	\$1,572	6
Monroe	29%	\$3,369	17
Lake	30%	\$839	6
Hillsborough	30%	\$1,307	8
Sumter	31%	\$972	6
Polk	31%	\$970	7
Flagler	31%	\$788	7
Citrus	32%	\$870	8
Volusia	33%	\$820	7
Bay	33%	\$994	7
Highlands	34%	\$878	9
Pasco	35%	\$1,123	8
Saint Lucie	36%	\$1,051	6
Clay	36%	\$838	7
Santa Rosa	37%	\$410	5
Osceola	37%	\$1,885	8
Hernando	38%	\$958	8
Duval	39%	\$1,652	8

<i>County</i>	<i>% Exempt</i>	<i>Net Budget Per Capita</i>	<i>Staff Per 1000</i>
Marion	40%	\$912	7
Okeechobee	40%	\$1,026	10
Gulf	40%	\$1,407	11
Taylor	42%	\$844	10
Franklin	42%	\$2,352	15
Hamilton	42%	\$1,248	12
Brevard	43%	\$1,045	7
<b>Leon</b>	<b>43%</b>	<b>\$718</b>	<b>6</b>
Washington	44%	\$813	9
Escambia	45%	\$919	8
Columbia	46%	\$721	7
Suwannee	46%	\$925	10
Levy	50%	\$1,180	10
Putnam	50%	\$1,047	9
Gadsden	51%	\$602	7
Alachua	51%	\$980	8
Hardee	52%	\$1,276	12
Baker	53%	\$792	12
Jackson	53%	\$839	8
Bradford	53%	\$892	8
Gilchrist	54%	\$1,227	11
Wakulla	55%	\$932	11
Madison	55%	\$957	11
Desoto	55%	\$1,337	10
Calhoun	61%	\$949	8
Holmes	64%	\$605	8
Jefferson	66%	\$1,228	12
Lafayette	66%	\$824	10
Hendry	67%	\$1,089	9
Dixie	70%	\$1,101	13
Union	76%	\$639	10
Liberty	77%	\$995	14
Glades	83%	\$1,280	19

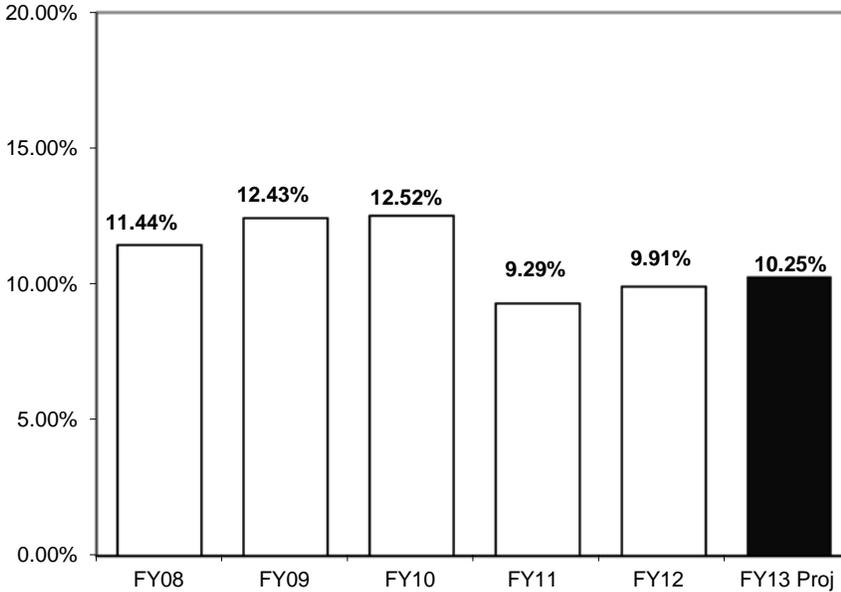
**Total County Employees per 1,000 Residents**

<i>County</i>	<i>Staff Per 1000</i>	<i>Net Budget Per Capita</i>	<i>% Exempt</i>
Pinellas	5	\$970	28%
Santa Rosa	5	\$410	37%
<b>Leon</b>	<b>6</b>	<b>\$718</b>	<b>43%</b>
Saint Lucie	6	\$1,051	36%
Sumter	6	\$972	31%
Lake	6	\$839	30%
Broward	6	\$1,572	29%
Seminole	7	\$818	25%
Brevard	7	\$1,045	43%
Volusia	7	\$820	33%
Polk	7	\$970	31%
Okaloosa	7	\$893	28%
Clay	7	\$838	36%
Flagler	7	\$788	31%
Bay	7	\$994	33%
Gadsden	7	\$602	51%
Columbia	7	\$721	46%
Marion	7	\$912	40%
Lee	7	\$1,192	23%
Bradford	8	\$892	53%
Citrus	8	\$870	32%
Holmes	8	\$605	64%
Alachua	8	\$980	51%
Hillsborough	8	\$1,307	30%
Jackson	8	\$839	53%
Calhoun	8	\$949	61%
Osceola	8	\$1,885	37%
Hernando	8	\$958	38%
Duval	8	\$1,652	39%
Escambia	8	\$919	45%
Pasco	8	\$1,123	35%
Palm Beach	8	\$1,470	23%
Nassau	8	\$1,093	28%
Orange	8	\$1,436	27%

<i>County</i>	<i>Staff Per 1000</i>	<i>Net Budget Per Capita</i>	<i>% Exempt</i>
Highlands	9	\$878	34%
Sarasota	9	\$1,787	24%
Hendry	9	\$1,089	67%
Washington	9	\$813	44%
Putnam	9	\$1,047	50%
Manatee	9	\$1,403	23%
Saint Johns	10	\$1,570	27%
Union	10	\$639	76%
Indian River	10	\$1,454	26%
Lafayette	10	\$824	66%
Suwannee	10	\$925	46%
Desoto	10	\$1,337	55%
Levy	10	\$1,180	50%
Collier	10	\$1,794	17%
Taylor	10	\$844	42%
Dade-Miami	10	\$1,690	28%
Okeechobee	10	\$1,026	40%
Martin	10	\$1,441	27%
Gilchrist	11	\$1,227	54%
Gulf	11	\$1,407	40%
Charlotte	11	\$2,490	28%
Wakulla	11	\$932	55%
Madison	11	\$957	55%
Baker	12	\$792	53%
Jefferson	12	\$1,228	66%
Hardee	12	\$1,276	52%
Hamilton	12	\$1,248	42%
Dixie	13	\$1,101	70%
Liberty	14	\$995	77%
Franklin	15	\$2,352	42%
Walton	15	\$1,664	16%
Monroe	17	\$3,369	29%
Glades	19	\$1,280	83%

**Intergovernmental Revenues**

Percent of Operating Revenues



**Analysis:** The monitoring of intergovernmental revenues (revenues received from another governmental entity) is important since over dependence on such revenues can be harmful; especially, if the external source withdraws the funds entirely and/or reduces its share of costs. Leon County exhibits a reduced dependency on intergovernmental revenues in comparison to total operating revenues.

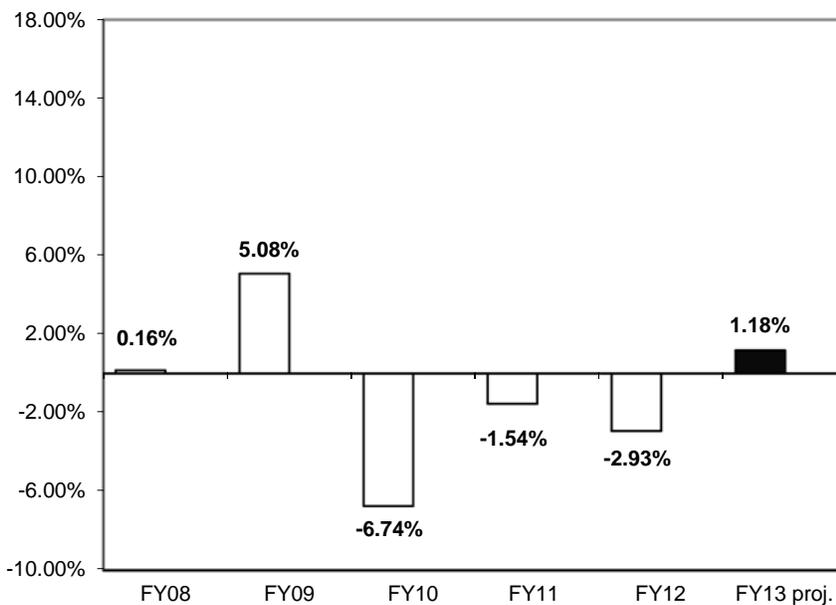
Grants are not generally included in intergovernmental revenue projections; however, grants are included in this projections and account for a significant portion of actual intergovernmental revenues. Intergovernmental revenues are trending up due to increased grant funding.

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

Source: FY 2012 TRIM AD

**Property Tax Revenues**

Rate of Change



**Analysis:** In the past ten years, Leon County has become more reliant on property tax revenue, primarily due to the reduction of intergovernmental revenue.

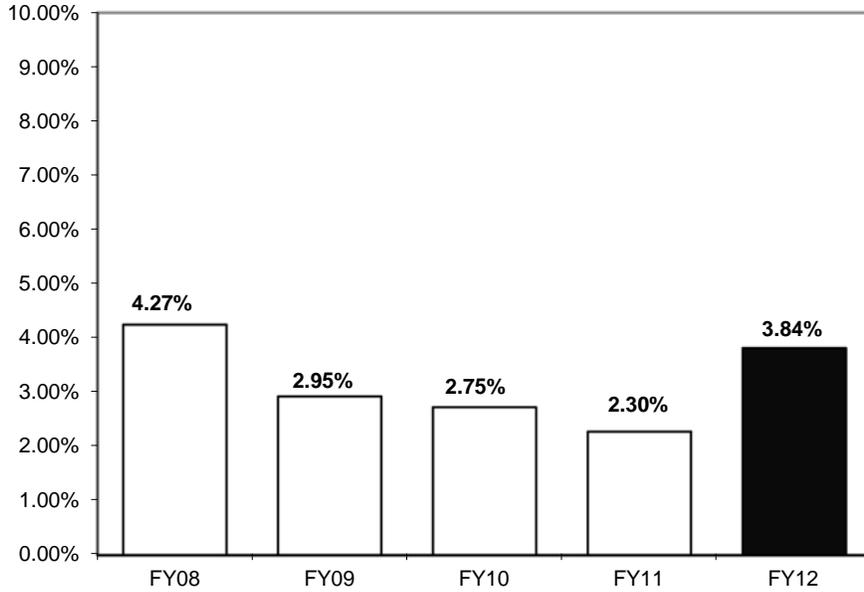
The Board adopted the rolled back 8.1344 rate for FY13. The projected rate of change in FY13 is an increase of 1.18% due to a moderate incline in property values from the previous year.

By adopting the rolled back rate the board maintains the total tax collection level at 0.5 percent less than FY2012.

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

Source: 2012 Certification of Final Taxable Value and Statistical Digest.

**Revenue Projections**  
Budgeted v. Actual Revenues

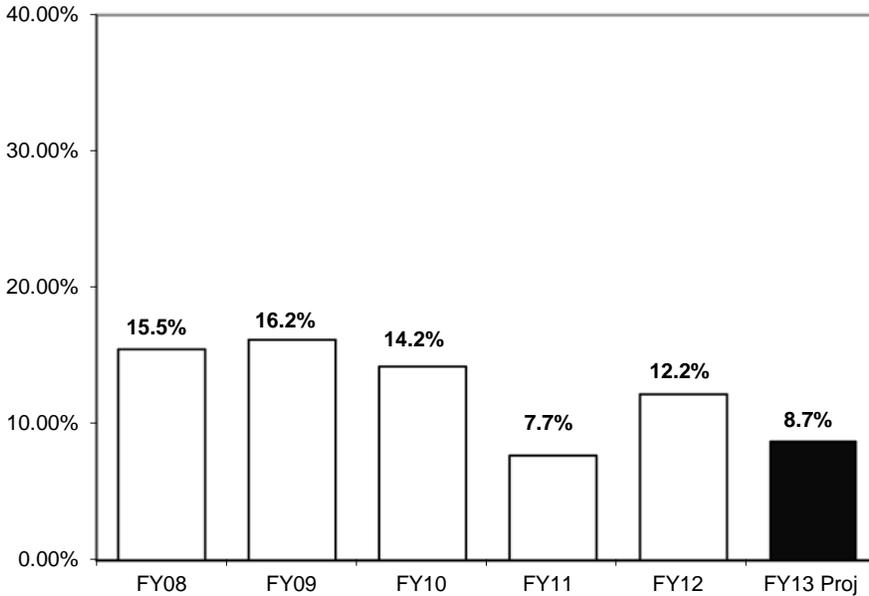


**Analysis:** This indicator examines the differences between actual revenues received versus budgeted revenues during the past fiscal year. Typically, actual revenues versus budgeted revenues fall in the range of + or - five percent.

**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 2012 Revenue Summary Report.

**Capital Outlay**  
Percentage of Total Expenditures

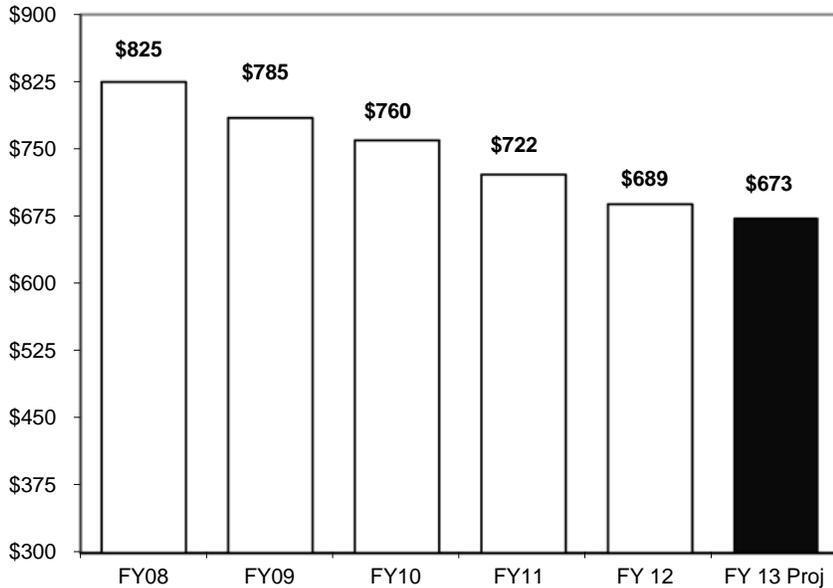


**Analysis:** The purpose of capital outlay in the operating budget is to replace equipment or to add new equipment and infrastructure. The ratio of capital outlay to net operating expenditures is a rough indicator of whether the stock of equipment and infrastructure is being replaced or added. The FY13 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 2012 Expenditure Summary Report and Budget Summary.

**Revenues Per Capita**

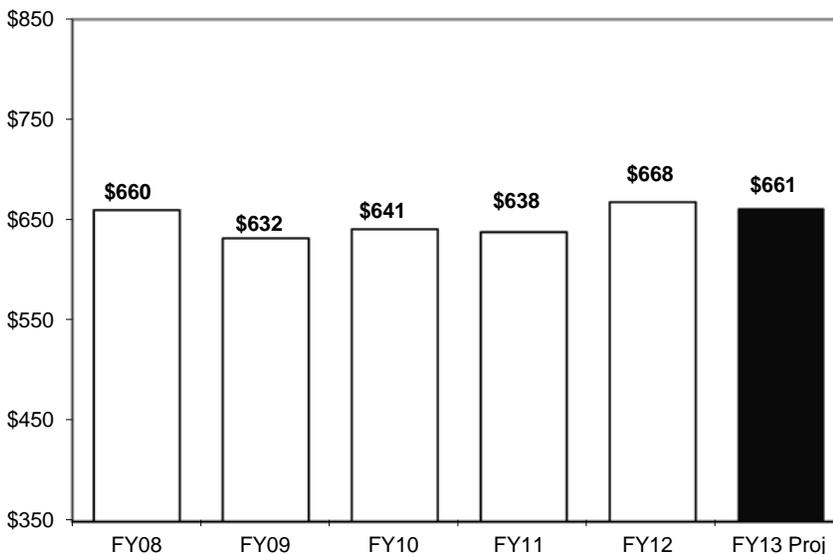


**Analysis:** Examining per capita revenues indicates changes in revenues relative to changes in population size. As population increases, it is expected that revenues and the needs for services will increase. If per capita revenues are decreasing, it will be impossible to continue to maintain the existing level of services unless new sources of revenues and ways of reducing expenses are found. The FY08 increase resulted from returned revenue from the Tax Collector and Sheriff in addition to higher ambulance fee revenue. Revenue per capita declines over the past four years reflect current economic conditions. Projections for FY13 also take into account the macroeconomic environment.

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

Source: FY 2011 Revenue Summary Report and the FY 2012 Budget Summary.

**Expenditures Per Capita**



**Analysis:** Changes in per capita expenditures reflect changes in expenditures relative to changes in population. This indicator has increased slightly over the past four years.

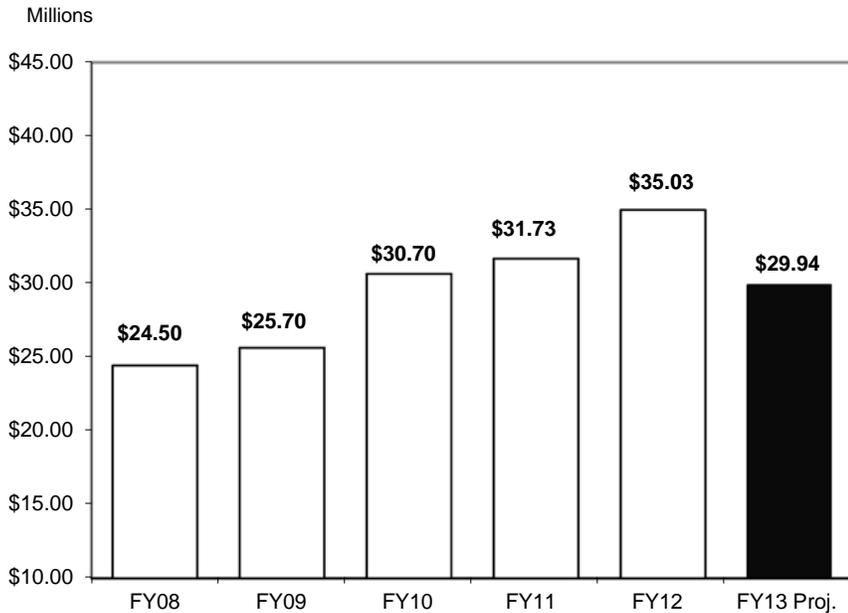
The decrease in FY09 expenditures per capita reflects reductions in personnel costs due to a hiring freeze and the elimination of some positions. The FY13 projection reflects decreased payments to Medicaid; healthcare and retirement costs.

The additional one cent tax for the Performing Arts Center is included in this calculation of operating expenditures per capita.

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

Source: FY 2012 Expenditure Summary Report, the 2010 Statistical Digest, and the FY 2010 Budget Summary.

**General/Fine and Forfeiture Fund Balance**



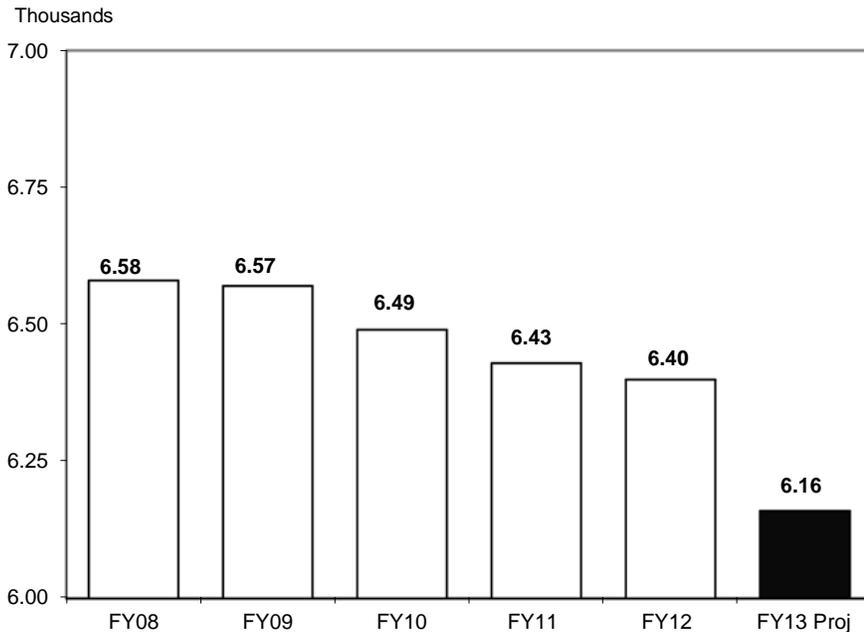
**Analysis:** Positive fund balances can be thought of as reserves, although the “fund balance” entries on the annual report will not always be synonymous with the funds “available for appropriation.” The County’s reserve policy requires fund balances to be between a minimum of 15% and a maximum of 30% of operating expenditures. The FY09 fund balance includes an appropriation of \$3.9 million in local economic stimulus funding. However, this is offset by the return of excess fees from the Constitutional Officers and higher than anticipated interest earnings. The FY13 decline results from \$5 million in appropriations to address continuously declining revenues.

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

Source: FY12 Summary of Fund Balance and Retained Earnings and Year Ending 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 St. Lucie, ranks the lowest in number of employees per capita.

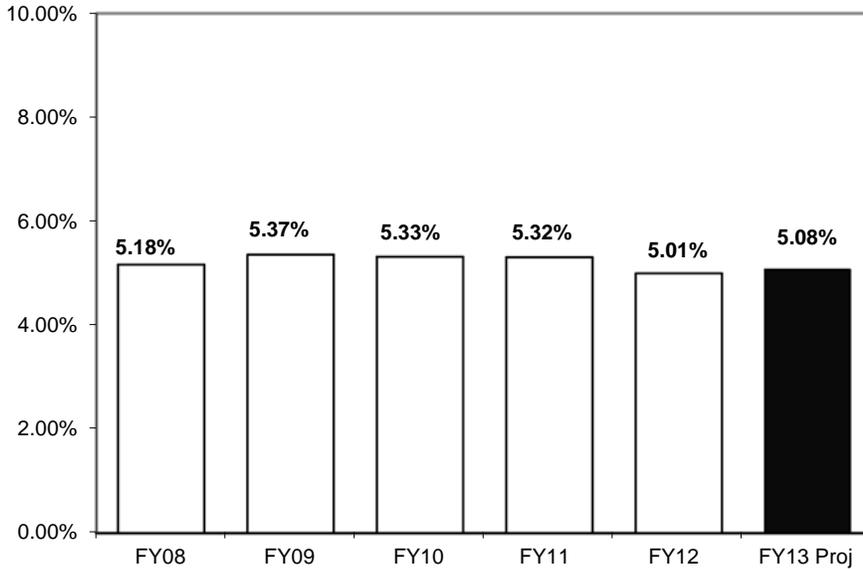
(The Sheriff experienced a net loss of 39 positions. EMS had 4 positions realigned to the Public Safety Complex. In addition to the Counties net loss of 6.5 positions).

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

Source: FY 12-13 Annual Budget Document and Tallahassee/Leon County Planning Department.

**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. However, in FY12 Leon County renegotiated its debt service resulting in a slight increase.

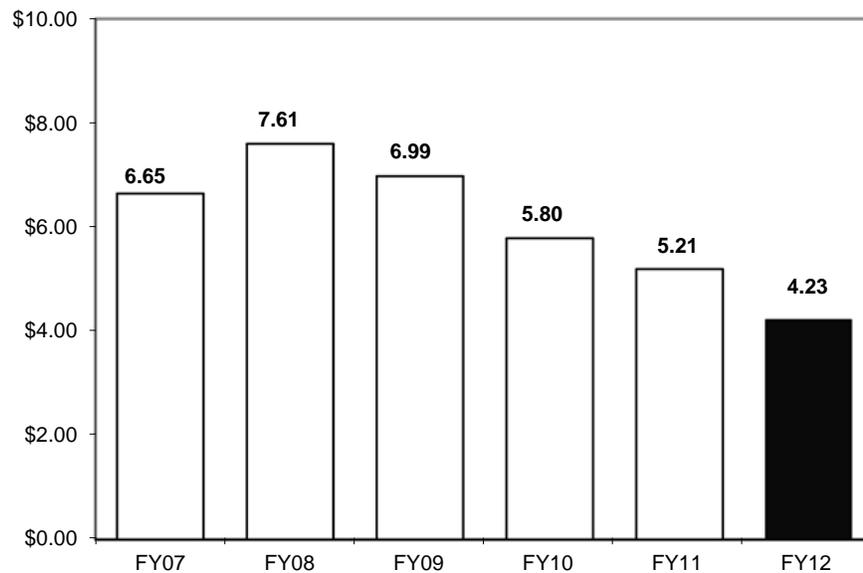
Leon County maintains level debt service.

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

Source: FY 2011 Expenditure Summary and the FY 2012 Budget Summary.

**Liquidity**

**Ratio of Current Assets to Current Liabilities**



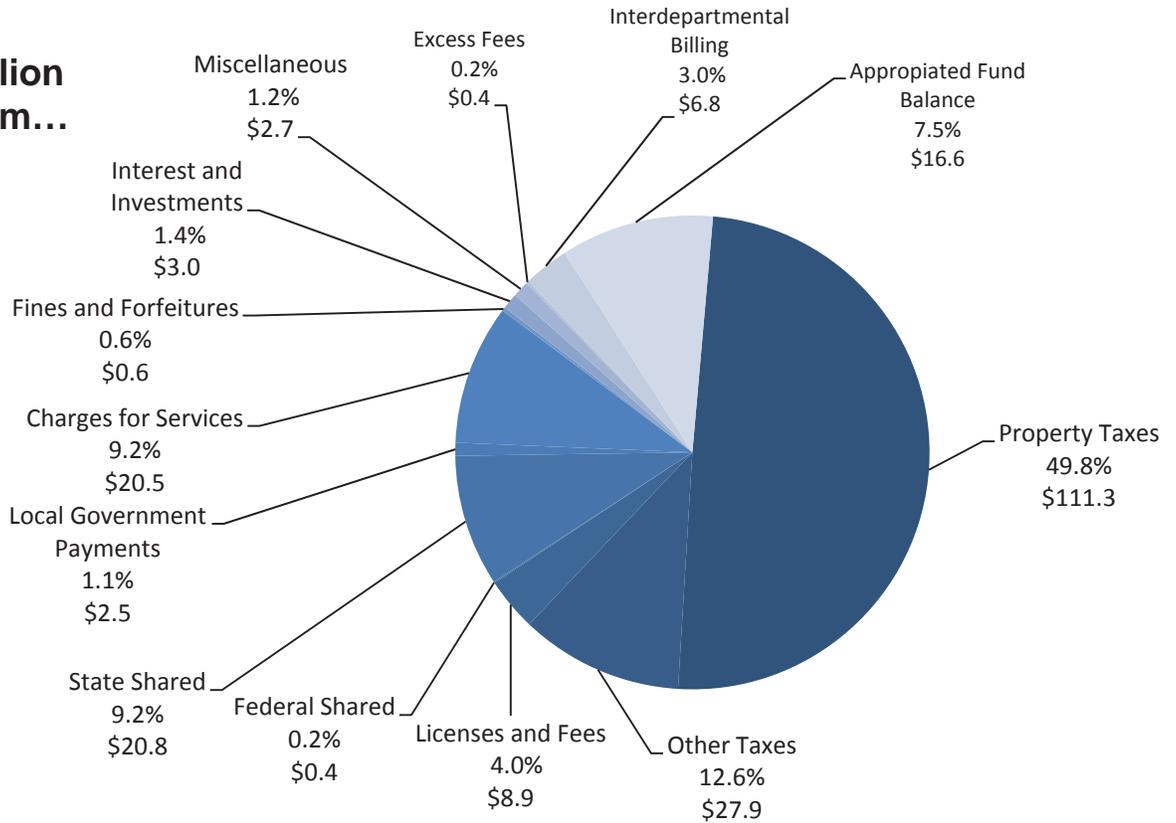
**Analysis:** The current ratio is a liquidity indicator that measures a government's short-run financial condition by examining the ratio of cash and short term assets against current liabilities. This ratio shows whether a government can pay its short-term debt obligations.

The International City / County Management Association (ICMA) states ratio that fall below 1:1 for more than consecutive three years is a decidedly negative indicator. The ICMA further recommends keeping this ratio above 1:1. Leon County maintains a liquidity ratio above this level even during the current economic climate, a sign of short-term financial strength.

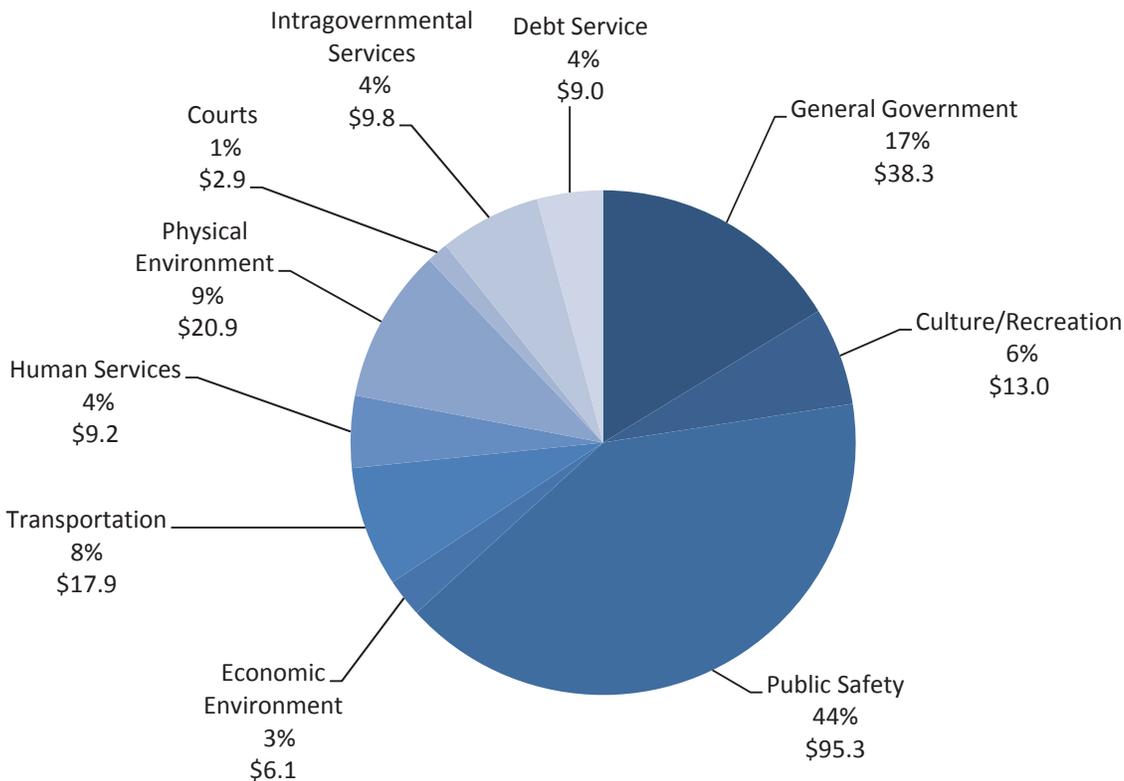
**Formula:** Cash and short-term investments divided by Current Liabilities

Source: FY 2012 Comprehensive Annual Financial Report

**Where the \$222.4 million comes from...**



**Where the \$222.4 million goes...**



Leon County Government Fiscal Year 2014 Adopted Budget

Total Revenue By Source

	FY 2012 Actual	%	FY 2013 Adopted	%	FY 2014 Budget	%
<b>General Property Taxes</b>						
Ad Valorem - General Fund	44,308,080		41,891,740		39,811,851	
Ad Valorem - Fine/Fore.	60,761,816		62,475,740		64,887,387	
MSTU Ad Valorem	6,692,376		6,276,309		6,296,259	
Delinquent Taxes	690,460		184,041		380,000	
<b>Subtotal</b>	<b>112,452,733</b>	<b>50.9%</b>	<b>110,827,830</b>	<b>49.7%</b>	<b>111,375,497</b>	<b>49.8%</b>
<b>Other Taxes</b>						
Local Option Resort Tax	4,148,957		4,142,475		4,275,903	
Local Option Gas tax	5,009,139		4,807,950		6,586,600	
1 Cent Sales Tax	3,605,294		3,390,740		3,593,850	
Franchise Fee	259,300		326,990		227,050	
Public Service Taxes	7,237,341		6,539,800		5,212,745	
Local Communication Svcs Tax	3,594,407		3,151,150		3,365,850	
Non Ad-Valorem Assessments	2,482,003		2,467,247		4,641,223	
Delinquent Assessments	11,137		0		0	
<b>Subtotal</b>	<b>26,347,577</b>	<b>11.9%</b>	<b>24,826,352</b>	<b>11.1%</b>	<b>27,903,221</b>	<b>12.7%</b>
<b>Licenses and Fees</b>						
Building Permits	1,251,183		945,250		1,188,450	
Fire Services Fees	7,741,933		6,210,731		7,139,672	
Growth Fees	754,928		757,055		589,570	
<b>Subtotal</b>	<b>9,748,044</b>	<b>4.4%</b>	<b>7,913,036</b>	<b>3.5%</b>	<b>8,917,692</b>	<b>4.0%</b>
<b>Federal Shared</b>						
Federal Grants	8,352,105		146,040		176,316	
Federal Payments in Lieu of Taxes	244,149		47,500		216,600	
<b>Subtotal</b>	<b>8,596,255</b>	<b>3.9%</b>	<b>193,540</b>	<b>0.1%</b>	<b>392,916</b>	<b>0.2%</b>
<b>State Shared</b>						
State Grants	1,194,559		342,008		365,274	
State Revenue Sharing	4,371,005		4,150,550		4,420,731	
Other State Revenues	1,792,591		1,573,771		1,673,806	
Local 1/2 Cent Sales Tax	10,445,949		10,110,850		10,583,000	
State Shared Gas & Transportation Tax	3,973,075		3,800,570		3,723,335	
<b>Subtotal</b>	<b>21,777,179</b>	<b>9.9%</b>	<b>19,977,749</b>	<b>9.0%</b>	<b>20,766,146</b>	<b>9.2%</b>
<b>Local Government Payments</b>						
	<b>1,633,962</b>	<b>0.7%</b>	<b>2,008,577</b>	<b>0.9%</b>	<b>2,555,159</b>	<b>1.1%</b>
<b>Charges for Service</b>						
General Government	890,501		965,845		945,480	
Public Safety	11,279,658		9,531,805		8,867,680	
Tipping Fees	7,052,049		7,434,212		6,368,406	
Other Physical	1,765,972		40,375		965,455	
Transportation	379,526		307,315		346,014	
Economic Environmental	281,661		30,495		30,210	
Cultural and Recreational	185,567		201,115		192,233	
Other Charges for Services	3,076,273		2,795,087		2,760,781	
<b>Subtotal</b>	<b>24,911,207</b>	<b>11.3%</b>	<b>21,306,249</b>	<b>9.6%</b>	<b>20,476,259</b>	<b>9.2%</b>
<b>Fines and Forfeitures</b>						
	<b>479,571</b>	<b>0.2%</b>	<b>589,285</b>	<b>0.3%</b>	<b>587,414</b>	<b>0.6%</b>
<b>Interest and Investments</b>						
	<b>4,226,985</b>	<b>1.9%</b>	<b>2,365,392</b>	<b>1.1%</b>	<b>3,060,741</b>	<b>1.4%</b>
<b>Miscellaneous</b>						
	<b>3,226,403</b>	<b>1.5%</b>	<b>2,511,999</b>	<b>1.1%</b>	<b>2,668,374</b>	<b>1.2%</b>
<b>Excess Fees</b>						
Clerk of Circuit Court	225,564		0		0	
Sheriff	890,566		0		0	
Property Appraiser	142,368		0		0	
Tax Collector	417,447		350,000		350,000	
Supervisor of Elections	438,796		0		0	
<b>Subtotal</b>	<b>2,114,741</b>	<b>1.0%</b>	<b>350,000</b>	<b>0.2%</b>	<b>350,000</b>	<b>0.2%</b>
<b>Interdepartmental Billing</b>						
	<b>5,569,790</b>	<b>2.5%</b>	<b>6,931,696</b>	<b>3.1%</b>	<b>6,750,884</b>	<b>3.0%</b>
<b>Appropriated Fund Balance</b>						
	<b>0</b>		<b>23,288,799</b>	<b>10.4%</b>	<b>16,612,161</b>	<b>7.5%</b>
<b>TOTAL:</b>	<b>221,084,447</b>	<b>100.0%</b>	<b>223,090,504</b>	<b>100.0%</b>	<b>222,416,464</b>	<b>100.0%</b>

# Leon County Fiscal Year 2014 Adopted Budget

## Total Expenditures by Function

	FY 2012 Actual	%	FY 2013 Adopted	%	FY 2014 Budget	%
<b>General Government Services</b>						
Legislative	1,279,969		1,304,800		1,355,409	
Executive	1,005,649		1,041,643		1,096,356	
Property Appraiser	4,278,912		4,326,795		4,484,136	
Tax Collector	4,662,143		4,505,472		4,553,837	
Clerk Finance	1,456,481		1,403,766		1,480,021	
Financial & Administrative	7,766,432		9,382,270		10,710,974	
Legal Counsel	1,594,371		1,670,718		1,763,206	
Comprehensive Planning	1,152,645		1,139,583		1,129,994	
Other General Governmental Services	5,152,166		8,552,865		7,978,776	
Supervisor of Elections	4,476,381		3,042,822		3,733,863	
<b>Subtotal</b>	<b>32,825,150</b>	<b>14%</b>	<b>36,370,734</b>	<b>16%</b>	<b>38,286,572</b>	<b>17%</b>
<b>Public Safety</b>						
Law Enforcement	34,059,598		32,530,554		33,641,589	
Fire Control	8,214,373		6,361,692		7,104,902	
Detention and Correction	31,940,403		32,896,925		34,425,881	
Protective Inspections	1,217,175		1,354,586		1,497,408	
Emergency & Disaster Relief	175,409		126,166		126,166	
Ambulance & Rescue	19,570,029		15,796,503		15,958,808	
Medical Examiner	532,396		543,008		634,037	
Other Public Safety	4,319,374		1,169,293		1,901,611	
<b>Subtotal</b>	<b>100,028,759</b>	<b>43%</b>	<b>90,778,727</b>	<b>41%</b>	<b>95,290,402</b>	<b>43%</b>
<b>Physical Environment</b>						
Garbage/Solid Waste Control	11,018,742		11,736,297		9,989,107	
Sewer/Wastewater Services	228,535		232,500		232,500	
Conservation & Resource Management	4,085,861		3,912,779		3,913,458	
Flood Control	12,283,761		4,150,198		4,379,346	
Other Physical Environment	2,356,048		2,083,393		2,384,717	
<b>Subtotal</b>	<b>29,972,948</b>	<b>13%</b>	<b>22,115,167</b>	<b>10%</b>	<b>20,899,128</b>	<b>9%</b>
<b>Transportation</b>						
	<b>19,895,200</b>	<b>9%</b>	<b>17,102,384</b>	<b>8%</b>	<b>17,916,589</b>	<b>8%</b>
<b>Economic Environment</b>						
Employment Opportunity (Summer Youth)	64,308		74,265		74,265	
Tourist Development/Econ. Dev.	3,197,767		3,682,425		4,412,950	
Community Redevelopment/Housing	2,184,902		1,697,118		1,659,841	
<b>Subtotal</b>	<b>5,446,977</b>	<b>2%</b>	<b>5,453,808</b>	<b>2%</b>	<b>6,147,056</b>	<b>3%</b>
<b>Human Services</b>						
	<b>9,922,854</b>	<b>4%</b>	<b>10,254,776</b>	<b>5%</b>	<b>9,223,728</b>	<b>4%</b>
<b>Culture/Recreation</b>						
Libraries	9,639,739		6,727,641	0	6,546,799	
Parks & Recreation	4,846,204		6,722,503	0	5,493,184	
Cultural Services	654,500		504,500	0	654,500	
Special Events	22,500		24,500	0	163,500	
<b>Subtotal</b>	<b>15,162,943</b>	<b>7%</b>	<b>13,979,144</b>	<b>6%</b>	<b>12,857,983</b>	<b>6%</b>
<b>Debt Service</b>						
	<b>9,260,021</b>	<b>4%</b>	<b>9,367,607</b>	<b>4%</b>	<b>9,035,307</b>	<b>4%</b>
<b>Intragovernmental Services</b>						
Intragovernmental Services	431,554		481,695		502,690	
Motor Pool	2,793,556		3,470,386		3,220,647	
Grants Program	839		92,338		92,338	
Insurance Program	2,053,838		2,794,141		2,823,016	
Budgeted Contingency	0		7,681,437		3,205,593	
<b>Subtotal</b>	<b>5,279,788</b>	<b>2%</b>	<b>14,519,997</b>	<b>7%</b>	<b>9,844,284</b>	<b>4%</b>
<b>Court Related</b>						
Court Administration	166,798		286,546		227,203	
State Attorney	49,456		110,260		110,520	
Public Defender	49,102		131,355		134,845	
Clerk of Circuit Court	408,793		439,981		414,527	
Guardian Ad Litem	0		18,731		20,852	
614 Clerk of Article V	2,621,670		21,545		34,900	
Article V Expenses	408,793		439,981		414,527	
Other Court Related Programs	1,737,481		2,139,742		1,972,568	
<b>Subtotal</b>	<b>5,033,299</b>	<b>2%</b>	<b>3,148,160</b>	<b>1%</b>	<b>2,915,415</b>	<b>1%</b>
<b>TOTAL</b>	<b>232,827,938</b>	<b>100%</b>	<b>223,090,504</b>	<b>100%</b>	<b>222,416,464</b>	<b>100%</b>

# Leon County Fiscal Year 2014 Adopted Budget

## Total Operating and Capital Expenditures by Function

	FY 2012 Actual				FY 2013 Adopted				FY 2014 Budget			
	Operating	Capital	Total	%	Operating	Capital	Total	%	Operating	Capital	Total	%
<b>General Government Services</b>												
Legislative	1,279,969	-	1,279,969		1,304,800	-	1,304,800		1,355,409	-	1,355,409	
Executive	1,005,649	-	1,005,649		1,041,643	-	1,041,643		1,096,356	-	1,096,356	
Property Appraiser	4,278,912	-	4,278,912		4,326,795	-	4,326,795		4,484,136	-	4,484,136	
Tax Collector	4,662,143	-	4,662,143		4,505,472	-	4,505,472		4,553,837	-	4,553,837	
Clerk Finance	1,456,481	-	1,456,481		1,403,766	-	1,403,766		1,480,021	-	1,480,021	
Financial & Administrative	7,748,880	17,552	7,766,432		9,382,270	-	9,382,270		10,710,974	-	10,710,974	
Legal Counsel	1,594,371	-	1,594,371		1,670,718	-	1,670,718		1,763,206	-	1,763,206	
Comprehensive Planning	1,152,645	-	1,152,645		1,139,583	-	1,139,583		1,129,994	-	1,129,994	
Other General Governmental Svcs	1,738,266	3,413,900	5,152,166		4,614,175	3,938,690	8,552,865		4,764,276	3,214,500	7,978,776	
Supervisor of Elections	4,476,381	-	4,476,381		3,042,822	-	3,042,822		2,933,863	800,000	3,733,863	
<b>Subtotal</b>	<b>29,393,698</b>	<b>3,431,452</b>	<b>32,825,150</b>	<b>14%</b>	<b>32,432,044</b>	<b>3,938,690</b>	<b>36,370,734</b>	<b>16%</b>	<b>34,272,072</b>	<b>4,014,500</b>	<b>38,286,572</b>	<b>17%</b>
<b>Public Safety</b>												
Law Enforcement	34,059,598	-	34,059,598		32,530,554	-	32,530,554		33,641,589	-	33,641,589	
Fire Control	8,120,168	94,205	8,214,373		6,361,692	-	6,361,692		7,104,902	-	7,104,902	
Detention and Correction	31,940,403	-	31,940,403		32,896,925	-	32,896,925		34,250,881	175,000	34,425,881	
Protective Inspections	1,211,791	5,384	1,217,175		1,354,586	-	1,354,586		1,497,408	-	1,497,408	
Emergency & Disaster Relief	175,409	-	175,409		126,166	-	126,166		126,166	-	126,166	
Ambulance & Rescue	14,634,991	4,935,038	19,570,029		14,883,503	913,000	15,796,503		15,187,851	770,957	15,958,808	
Medical Examiner	532,396	-	532,396		543,008	-	543,008		584,037	50,000	634,037	
Other Public Safety	109,725	4,209,649	4,319,374		1,169,293	-	1,169,293		1,901,611	-	1,901,611	
<b>Subtotal</b>	<b>90,784,482</b>	<b>9,244,277</b>	<b>100,028,759</b>	<b>43%</b>	<b>89,865,727</b>	<b>913,000</b>	<b>90,778,727</b>	<b>41%</b>	<b>94,294,445</b>	<b>995,957</b>	<b>95,290,402</b>	<b>43%</b>
<b>Physical Environment</b>												
Garbage/Solid Waste Control	9,669,101	1,349,642	11,018,742		10,972,118	764,179	11,736,297		9,403,357	585,750	9,989,107	
Sewer/Wastewater Services	228,535	-	228,535		232,500	-	232,500		232,500	-	232,500	
Conservation & Resource	3,496,943	588,918	4,085,861		3,722,779	190,000	3,912,779		3,763,458	150,000	3,913,458	
Flood Control	8,683,208	3,600,553	12,283,761		3,166,698	983,500	4,150,198		3,273,946	1,105,400	4,379,346	
Other Physical Environment	1,807,681	548,367	2,356,048		1,845,113	238,280	2,083,393		1,897,937	486,780	2,384,717	
<b>Subtotal</b>	<b>23,885,468</b>	<b>6,087,479</b>	<b>29,972,948</b>	<b>13%</b>	<b>19,939,208</b>	<b>2,175,959</b>	<b>22,115,167</b>	<b>10%</b>	<b>18,571,198</b>	<b>2,327,930</b>	<b>20,899,128</b>	<b>9%</b>
<b>Transportation</b>												
Road & Street Facilities	10,132,259	9,762,941	19,895,200		10,863,184	6,239,200	17,102,384		10,935,389	6,981,200	17,916,589	
<b>Subtotal</b>	<b>10,132,259</b>	<b>9,762,941</b>	<b>19,895,200</b>	<b>9%</b>	<b>10,863,184</b>	<b>6,239,200</b>	<b>17,102,384</b>	<b>8%</b>	<b>10,935,389</b>	<b>6,981,200</b>	<b>17,916,589</b>	<b>8%</b>
<b>Economic Environment</b>												
Employment Opportunity	64,308	-	64,308		74,265	-	74,265		74,265	-	74,265	
Tourist Development/Econ. Dev.	3,197,767	-	3,197,767		3,682,425	-	3,682,425		4,132,950	280,000	4,412,950	
Community	2,184,902	-	2,184,902		1,697,118	-	1,697,118		1,659,841	-	1,659,841	
<b>Subtotal</b>	<b>5,446,977</b>	<b>-</b>	<b>5,446,977</b>	<b>2%</b>	<b>5,453,808</b>	<b>-</b>	<b>5,453,808</b>	<b>2%</b>	<b>5,867,056</b>	<b>280,000</b>	<b>6,147,056</b>	<b>3%</b>
<b>Human Services</b>												
Health	3,661,960	-	3,661,960		4,056,331	-	4,056,331		4,038,549	-	4,038,549	
Mental Health	638,156	-	638,156		664,575	-	664,575		678,380	-	678,380	
Welfare	2,376,316	-	2,376,316		3,536,220	-	3,536,220		2,589,550	-	2,589,550	
Other Human Services	3,246,421	-	3,246,421		1,997,650	-	1,997,650		1,917,249	-	1,917,249	
<b>Subtotal</b>	<b>9,922,854</b>	<b>-</b>	<b>9,922,854</b>	<b>4%</b>	<b>10,254,776</b>	<b>-</b>	<b>10,254,776</b>	<b>5%</b>	<b>9,223,728</b>	<b>-</b>	<b>9,223,728</b>	<b>4%</b>
<b>Culture/Recreation</b>												
Libraries	6,214,493	3,425,247	9,639,739		6,534,641	193,000	6,727,641		6,526,799	20,000	6,546,799	
Parks & Recreation	3,843,106	1,003,098	4,846,204		4,105,503	2,617,000	6,722,503		4,322,184	1,171,000	5,493,184	
Cultural Services	654,500	-	654,500		504,500	-	504,500		654,500	-	654,500	
Special Events	22,500	-	22,500		24,500	-	24,500		163,500	-	163,500	
<b>Subtotal</b>	<b>10,734,598</b>	<b>4,428,344</b>	<b>15,162,943</b>	<b>7%</b>	<b>11,169,144</b>	<b>2,810,000</b>	<b>13,979,144</b>	<b>6%</b>	<b>11,666,983</b>	<b>1,191,000</b>	<b>12,857,983</b>	<b>6%</b>
<b>Debt Service</b>												
	<b>9,260,021</b>	<b>-</b>	<b>9,260,021</b>	<b>4%</b>	<b>9,367,607</b>	<b>-</b>	<b>9,367,607</b>	<b>4%</b>	<b>9,035,307</b>	<b>-</b>	<b>9,035,307</b>	<b>4%</b>
<b>Intragovernmental Services</b>												
Intragovernmental Services	431,554	-	431,554		481,695	-	481,695		502,690	-	502,690	
Motor Pool	2,793,556	-	2,793,556		3,470,386	-	3,470,386		3,220,647	-	3,220,647	
Grants Program	839	-	839		92,338	-	92,338		92,338	-	92,338	
Insurance Program	2,053,838	-	2,053,838		2,794,141	-	2,794,141		2,823,016	-	2,823,016	
Budgeted Contingency	-	-	-		882,383	6,799,054	7,681,437		702,445	2,503,148	3,205,593	
<b>Subtotal</b>	<b>5,279,788</b>	<b>-</b>	<b>5,279,788</b>	<b>2%</b>	<b>7,720,943</b>	<b>6,799,054</b>	<b>14,519,997</b>	<b>7%</b>	<b>7,341,136</b>	<b>2,503,148</b>	<b>9,844,284</b>	<b>4%</b>
<b>Court Related</b>												
Court Administration	166,798	-	166,798		286,546	-	286,546		227,203	-	227,203	
State Attorney	49,456	-	49,456		110,260	-	110,260		110,520	-	110,520	
Public Defender	49,102	-	49,102		131,355	-	131,355		134,845	-	134,845	
Clerk of Circuit Court	408,793	-	408,793		439,981	-	439,981		414,527	-	414,527	
Guardian Ad Litem	-	-	-		18,731	-	18,731		20,852	-	20,852	
Article V	2,375,716	245,954	2,621,670		21,545	-	21,545		34,900	-	34,900	
Other Court Related Programs	1,737,481	-	1,737,481		2,139,742	-	2,139,742		1,972,568	-	1,972,568	
<b>Subtotal</b>	<b>4,787,346</b>	<b>245,954</b>	<b>5,033,299</b>	<b>2%</b>	<b>3,148,160</b>	<b>-</b>	<b>3,148,160</b>	<b>1%</b>	<b>2,915,415</b>	<b>-</b>	<b>2,915,415</b>	<b>1%</b>
<b>TOTAL:</b>	<b>199,627,490</b>	<b>33,200,448</b>	<b>232,827,938</b>	<b>100%</b>	<b>200,214,601</b>	<b>22,875,903</b>	<b>223,090,504</b>	<b>100%</b>	<b>204,122,729</b>	<b>18,293,735</b>	<b>222,416,464</b>	<b>100%</b>

Total Expenditures by Division

**Board of County Commissioners**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
1) County Commission	1,279,969	1,304,800	1,355,409	3.88%	1,369,322	1,395,680	1,422,634	1,450,223
	<u>1,279,969</u>	<u>1,304,800</u>	<u>1,355,409</u>	<u>3.88%</u>	<u>1,369,322</u>	<u>1,395,680</u>	<u>1,422,634</u>	<u>1,450,223</u>

1) Increase reflects retirement and health insurance costs, offset by Board approved salary increases.

**Administration**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
2) County Administration	521,483	533,160	559,526	4.95%	557,139	568,425	579,969	591,780
3) Human Resources	1,055,442	1,150,518	1,238,806	7.67%	1,236,074	1,256,011	1,276,429	1,297,342
4) Management Information Services	6,927,210	7,330,815	7,755,210	5.79%	7,754,270	7,867,554	7,983,477	8,102,195
5) Strategic Initiatives	730,494	820,719	957,233	16.63%	958,418	976,646	995,335	1,014,494
	<u>9,234,629</u>	<u>9,835,212</u>	<u>10,510,775</u>	<u>6.87%</u>	<u>10,505,901</u>	<u>10,668,636</u>	<u>10,835,210</u>	<u>11,005,811</u>

- 2) Increase reflects Board approved salary adjustments, Florida Retirement System and health insurance costs
- 3) Increase reflects Board approved salary adjustments, Florida Retirement System and health insurance costs, contracts and other obligations, operating costs, and publications, subscriptions & memberships.
- 4) Increase reflects Board approved salary adjustments, Florida Retirement System and health insurance costs and contracts and other obligations, offset by decreases in transportation costs and rental and leases from county-wide centralization of copier services.
- 5) Increase reflects a position realignment with the addition of a Special Projects Coordinator, Board approved salary adjustments, Florida Retirement System and health insurance costs and contracts and other obligations as well as increased funding for social media advertising approved at the July 9, 2013 Board workshop.

**County Attorney's Office**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
6) County Attorney	1,594,371	1,670,718	1,763,206	5.54%	1,849,358	1,876,318	1,903,887	1,932,549
	<u>1,594,371</u>	<u>1,670,718</u>	<u>1,763,206</u>	<u>5.54%</u>	<u>1,849,358</u>	<u>1,876,318</u>	<u>1,903,887</u>	<u>1,932,549</u>

6) Increase reflects Board approved salary adjustments, Florida Retirement System and health insurance costs, offset by decreases in professional services of \$90,000 to reduce the budget shortfall, rental and leases from county- wide centralization of copier services.

**Department of Public Works**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
7) PW Support Services	377,617	569,286	583,169	2.44%	582,785	591,667	600,747	610,057
8) Fleet Management	2,787,380	3,460,656	3,210,532	-7.23%	3,257,480	3,290,390	3,323,625	3,357,196
9) Operations	8,873,855	9,696,448	9,688,044	-0.09%	9,720,384	9,911,384	10,022,058	10,178,665
10) Parks & Recreation	2,119,539	2,447,979	2,616,250	6.87%	2,681,423	2,719,292	2,751,936	2,785,462
11) Engineering Services	2,719,291	2,882,639	2,987,714	3.65%	3,021,284	3,101,249	3,157,373	3,214,868
	<u>14,158,391</u>	<u>19,057,008</u>	<u>19,085,709</u>	<u>0.15%</u>	<u>19,263,356</u>	<u>19,613,982</u>	<u>19,855,739</u>	<u>20,146,248</u>

- 7) Increase reflects Board approved salary adjustments, Florida Retirement System and health insurance costs, offset by decreases in rental and leases from county- wide centralization of copier services and communication costs.
- 8) Decreases reflect costs associated with position changes, fuel, oil, maintenance supplies, and transportation costs, offset by an increase in Board approved salary adjustments, Florida Retirement System and health insurance costs
- 9) Decreases reflect costs associated with position changes, transportation fuel, repairs, maintenance supplies, and transportation costs, offset by increases in Board approved salary adjustments, Florida Retirement System and health insurance costs
- 10) Increases reflect costs associated with contracts and obligations, operating supplies, transportation fuel, repairs and maintenance costs, and Board approved salary adjustments, Florida Retirement System and health insurance costs, offset by decreases from efficiency savings from combining mowing contracts and transportation costs.
- 11) Increase reflects Board approved salary adjustments, Florida Retirement System and health insurance costs, offset by decreases in rental and leases from county- wide centralization of copier services and communication costs.

Total Expenditures by Division

**Department of Development Support & Environmental Management**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
12) Building Plans Review & Inspection	920,794	1,027,174	1,166,895	13.60%	1,164,106	1,185,910	1,208,226	1,231,088
13) DEP Storage Tank	140,985	153,955	158,101	2.69%	157,924	160,980	164,097	167,285
14) Development Services	558,362	662,666	659,267	-0.51%	659,357	672,690	686,317	700,299
15) DS Support Services	302,285	342,946	332,839	-2.95%	332,207	338,701	345,352	352,162
16) Environmental Services	1,215,080	1,242,959	1,312,385	5.59%	1,311,735	1,339,276	1,367,405	1,396,220
17) Permit and Code Services	450,092	490,244	453,367	-7.52%	453,485	463,090	472,886	482,936
	<u>3,587,598</u>	<u>3,919,944</u>	<u>4,082,854</u>	<u>4.16%</u>	<u>4,078,814</u>	<u>4,160,647</u>	<u>4,244,283</u>	<u>4,329,990</u>

- 12) Increase reflect costs associated with a new Building Plans Reviewer Administrator position, position splits between Building Plans Review and Inspection, DS Support Services and Permit and Code Enforcement, rental and leases from county- wide centralization of copier services, transportation and communication costs, offset by an increase in Board approved salary adjustments, Florida Retirement System and health insurance costs.
- 13) Increase reflects Board approved salary adjustments, Florida Retirement System and health insurance costs and contracts and other obligations, offset by decreases in transportation costs.
- 14) Decreases reflect costs associated with changes in personnel, offset by an increase in Board approved salary adjustments, Florida Retirement System and health insurance costs
- 15) Decreases reflect costs associated with position splits between Building Plans Review and Inspection, DS Support Services and Permit and Code Enforcement, rental and leases from county- wide centralization of copier services and communication costs, offset by an increase in Board approved salary adjustments, Florida Retirement System and health insurance costs.
- 16) Increase reflects Board approved salary adjustments, Florida Retirement System and health insurance costs and contracts and other obligations, offset by decreases in transportation costs.
- 17) Decreases reflect costs associated with a position reduction due to the close of internet cafes as well as position splits between Building Plans Review and Inspection, DS Support Services and Permit and Code Enforcement, offset by an increase in Board approved salary adjustments, Florida Retirement System and health insurance costs

**Department of Facilities Management**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
18) Facilities Management	6,873,010	8,844,178	9,460,109	6.96%	9,656,797	9,918,317	10,017,178	10,098,371
19) Real Estate Management	74,771	217,248	276,725	27.38%	276,947	282,172	287,530	293,028
	<u>6,947,781</u>	<u>9,061,426</u>	<u>9,736,834</u>	<u>7.45%</u>	<u>9,933,744</u>	<u>10,200,489</u>	<u>10,304,708</u>	<u>10,391,399</u>

- 18) Increases reflect costs associated with Board approved salary adjustments, Florida Retirement System and health insurance costs, contracts and obligations, transportation and maintenance equipment, offset by decreases in position reductions that eliminates three positions: Project Coordinator associated with the completion of the Public Safety Complex and two Facilities Technician II positions associated with reorganization of operation and maintenance units for better efficiency, costs associated with programmatic budget reductions in custodial services and energy system services, and rental and leasing costs associated with savings from the county-wide centralization of copier services.
- 19) Increase reflects Board approved salary adjustments, Florida Retirement System and health insurance costs and contracts and other obligations including property taxes and Solid Waste Assessments and operating costs associated with reorganization in FY13 that created the Real Estate division, offset by decreases in rental and leasing costs associated with savings from the county-wide centralization of copier services.

**Department of PLACE**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
20) Blueprint 2000	60,981	61,082	60,433	-1.06%	60,553	62,000	63,486	65,008
21) Planning Department	881,793	860,855	838,533	-2.59%	838,088	839,407	840,752	842,125
	<u>942,774</u>	<u>921,937</u>	<u>898,966</u>	<u>-2.49%</u>	<u>898,641</u>	<u>901,407</u>	<u>904,238</u>	<u>907,133</u>

- 20) Decrease reflects cost associated with personnel services, offset by Board approved salary adjustments, Florida Retirement System and health insurance costs.
- 21) Decrease reflects cost associated with personnel services, offset by Board approved salary adjustments, Florida Retirement System and health insurance costs. Reductions in the percentage population of the unincorporated areas as reflected in the 2010 U.S. Census reduced the county's share of the planning budget.

Total Expenditures by Division

**Office of Financial Stewardship**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
22) Office of Management and Budget	557,197	576,090	674,550	17.09%	677,733	693,700	707,077	720,779
23) Purchasing	457,583	400,796	382,262	-4.62%	380,387	387,162	394,043	401,067
24) Risk Management	201,205	229,490	233,664	1.82%	233,599	235,808	238,073	240,395
	<u>1,215,985</u>	<u>1,206,376</u>	<u>1,290,476</u>	<u>6.97%</u>	<u>1,291,719</u>	<u>1,316,670</u>	<u>1,339,193</u>	<u>1,362,241</u>

22) Increase reflects costs associated with personnel services as well as Board approved salary adjustments, Florida Retirement System and health insurance costs and contracts and other obligations, offset by decreases in rental and leasing costs associated with savings from the county-wide centralization of copier services. A position realignment resulted the reduction of a Budget Analyst and the addition of a Grant Coordinator.

23) Decrease reflects costs associated with personnel changes and transportation costs, offset by Board approved salary adjustments, Florida Retirement System and health insurance costs and contracts and other obligations, offset by decreases in rental and leasing costs associated with savings from the county-wide centralization of copier services.

24) Increase reflects Board approved salary adjustments, Florida Retirement System and health insurance costs.

**Office of Economic Development & Business Partnerships**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
25) Economic Development/Intergovernmental Affairs	683,666	707,983	607,193	-14.24%	603,404	607,872	612,443	617,117
26) M/W Small Business Enterprise	181,153	231,804	223,199	-3.71%	223,222	226,322	229,492	232,743
27) Tourism Development	3,539,737	3,856,109	4,591,066	19.06%	4,487,341	4,538,483	4,591,356	4,646,046
	<u>4,404,556</u>	<u>4,795,896</u>	<u>5,421,458</u>	<u>13.04%</u>	<u>5,313,967</u>	<u>5,372,677</u>	<u>5,433,291</u>	<u>5,495,906</u>

25) Decrease reflects a reduction of a Grant Coordinator position and the Board approved salary adjustments, Florida Retirement System and health insurance costs and communication costs offset by a position

26) Decrease reflects costs associated with personnel changes and transportation costs, offset by Board approved salary adjustments, Florida Retirement System and health insurance costs.

27) Increase reflects Board approved salary adjustments, Florida Retirement System and health insurance costs as well as increases for advertising and marketing for Cascade Park and the Amphitheater, Signature Event funding, assistance funding for the relocation of the Red Hills Horse Trials event, utilities cost associated with the Amphitheater, offset by decreases in rental and leasing and programmatic budget reductions such as sponsorship and contributions.

**Office of Public Services**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
28) Animal Services	553,860	1,165,688	1,134,642	-2.66%	1,134,656	1,143,270	1,152,075	1,161,102
29) Emergency Medical Services	12,730,719	13,544,092	13,852,187	2.27%	14,058,459	14,196,298	14,347,121	14,492,390
30) Library Services	6,145,922	6,519,641	6,511,799	-0.12%	6,517,933	6,632,203	6,748,202	6,867,122
	<u>19,430,501</u>	<u>21,229,421</u>	<u>21,498,628</u>	<u>1.27%</u>	<u>21,711,048</u>	<u>21,971,771</u>	<u>22,247,398</u>	<u>22,520,614</u>

28) Decrease reflects costs associated with Animal Shelter contract, communication costs, rental and leasing costs associated with savings from the county-wide centralization of copier services, and transportation costs, offset by Board approved salary adjustments, Florida Retirement System and health insurance costs and contracts and obligations.

29) Increase reflects Board approved salary adjustments, Florida Retirement System and health insurance costs, costs associated position reclassifications, and contracts and obligations,

30) Decrease reflects cost associated with position realignments, reduction in courier and Book Mobile services, offset increase by Board approved salary adjustments, Florida Retirement System and health insurance costs, capital outlay, communication costs and contracts and obligations,

Total Expenditures by Division

**Office of Intervention & Detention Alternatives**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
31) County Probation	1,007,648	1,411,394	1,455,005	3.09%	1,455,892	1,480,595	1,355,870	1,381,793
32) Drug & Alcohol Testing	151,082	139,686	149,520	7.04%	149,668	152,208	154,816	157,491
33) Supervised Pretrial Release	1,008,865	999,238	1,118,132	11.90%	1,118,635	1,138,247	1,158,340	1,178,950
	<u>2,167,594</u>	<u>2,550,318</u>	<u>2,722,657</u>	<u>6.76%</u>	<u>2,724,195</u>	<u>2,771,050</u>	<u>2,669,026</u>	<u>2,718,234</u>

- 31) Increase reflects costs associated with Board approved salary adjustments, Florida Retirement System and health insurance costs and communication costs, offset by decreases in rental and leasing costs associated with savings from the county-wide centralization of copier services.
- 32) Increase reflects costs associated with Board approved salary adjustments, Florida Retirement System and health insurance costs and communication costs, offset by decreases in rental and leasing costs associated with savings from the county-wide centralization of copier services.
- 33) Increase reflects costs associated with Board approved salary adjustments, Florida Retirement System and health insurance costs, \$93,000 in GPS monitoring services, and communication costs, offset by decreases in rental and leasing costs associated with savings from the county-wide centralization of copier services.

**Office of Human Services & Community Partnerships**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
34) Housing Services	622,864	455,671	482,132	5.81%	482,163	491,746	501,558	511,618
35) Human Services	7,359,011	8,266,587	7,292,275	-11.79%	7,401,895	7,424,213	7,447,214	7,452,874
36) Veteran Services	179,741	282,116	301,120	6.74%	300,225	302,978	305,766	308,609
37) Volunteer Center	154,615	161,077	167,160	3.78%	167,232	170,595	174,034	177,559
	<u>8,316,231</u>	<u>9,165,451</u>	<u>8,242,687</u>	<u>-10.07%</u>	<u>8,351,515</u>	<u>8,389,532</u>	<u>8,428,572</u>	<u>8,450,660</u>

- 34) Increase reflects Board approved salary adjustments, Florida Retirement System and health insurance costs and contracts and other obligations, transportation costs, offset by decreases in communication costs.
- 35) Decrease reflects cost associated with Medicaid expenses and realignment of Senior Outreach contract to Parks and Recreation, offset by Board approved salary adjustments, Florida Retirement System and health insurance costs, funding for Honor Flight, Operation Thank You! and the Veteran's Day Parade, offset by decreases in rental and leasing costs associated with savings from the county-wide centralization of copier services, communication costs and office expenses.
- 36) Increase reflects costs associated with Board approved salary adjustments, Florida Retirement System and health insurance costs, transportation and communication costs, offset by decreases in rental and leasing costs associated with savings from the county-wide centralization of copier services, communication costs and office expenses.
- 37) Increase reflects costs associated with Board approved salary adjustments, Florida Retirement System and health insurance costs and communication costs.

**Office of Resource Stewardship**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
38) Cooperative Extension	481,347	520,297	541,844	4.1%	541,742	551,916	560,960	571,625
39) Office of Sustainability	204,935	282,979	284,960	0.7%	284,746	288,521	292,391	296,356
40) Solid Waste	9,029,969	10,303,775	8,735,340	-15.2%	7,879,065	7,927,651	8,193,788	8,221,681
	<u>9,716,251</u>	<u>11,107,051</u>	<u>9,562,144</u>	<u>-13.9%</u>	<u>8,705,553</u>	<u>8,768,088</u>	<u>9,047,139</u>	<u>9,089,662</u>

- 38) Increase reflects costs associated with Board approved salary adjustments, Florida Retirement System and health insurance costs and transportation costs.
- 39) Increase reflects costs associated with Board approved salary adjustments, Florida Retirement System and health insurance costs, transportation and communication costs, offset by decreases in rental and leasing costs associated with savings from the county-wide centralization of copier services.
- 40) Decreases reflect costs associated with changes in personnel from the Solid Waste reorganization which resulted in the elimination of a Hazardous Waste technician and a Maintenance Technician position, disposal operating cost reductions associated with new recycling contract, transportation and communication costs, offset by an increase in Board approved salary adjustments, Florida Retirement System and health insurance costs.

Total Expenditures by Division

**Constitutional**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
41) Clerk of the Circuit Court	1,865,274	1,843,747	1,894,548	2.76%	1,946,792	2,000,521	2,000,521	2,000,521
42) Property Appraiser	4,278,912	4,326,795	4,484,136	3.64%	4,578,869	4,716,235	4,857,722	4,857,722
43) Sheriff	62,994,698	62,484,581	64,777,410	3.67%	65,922,611	67,666,221	69,430,363	71,263,818
44) Supervisor of Elections	4,476,381	3,042,822	3,733,863	22.71%	3,500,967	4,767,207	3,539,754	3,941,341
45) Tax Collector	4,662,143	4,505,472	4,553,837	1.07%	4,598,536	4,643,221	4,687,924	4,688,264
	<u>78,277,408</u>	<u>76,203,417</u>	<u>79,443,794</u>	<u>4.25%</u>	<u>80,547,775</u>	<u>83,793,405</u>	<u>84,516,284</u>	<u>86,751,666</u>

- 41) Increase reflects costs associated with Board approved salary adjustments, Florida Retirement System and health insurance costs.
- 42) Increase reflects costs associated with Board approved salary adjustments, Florida Retirement System and health insurance costs, offset by reductions in operating expenses.
- 43) Increase reflects costs associated with Board approved salary adjustments, Florida Retirement System and health insurance costs, offset by reduced capital costs as part of assisting the Board in reducing the budget shortfall.
- 44) Increase reflects costs associated the upcoming gubernatorial election, an increase in voting sites from 5 to 7, Board approved salary adjustments, Florida Retirement System and health insurance costs.
- 45) Increase reflects costs associated increased commission payments for increase in values and assessments, Board approved salary adjustments, Florida Retirement System and health insurance costs.

**Judicial**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
46) Court Administration	215,793	280,703	236,203	-15.85%	236,017	240,170	244,429	248,788
47) Guardian Ad Litem	16,900	20,006	22,347	11.70%	22,347	22,347	22,347	22,347
48) Other Court-Related Programs	632,311	514,152	482,184	-6.22%	483,984	491,224	498,531	503,990
49) Public Defender	131,372	130,450	132,875	1.86%	132,875	132,875	132,875	132,875
50) State Attorney	103,444	106,945	108,655	1.60%	108,655	108,655	108,655	108,655
	<u>1,099,819</u>	<u>1,052,256</u>	<u>982,264</u>	<u>-6.65%</u>	<u>983,878</u>	<u>995,271</u>	<u>1,006,837</u>	<u>1,016,655</u>

- 46) Decrease reflects costs associated with personnel changes and communication costs, offset by Board approved salary adjustments, Florida Retirement System and health insurance costs and increases in contracts and obligations.
- 47) Increase reflects costs associated with additional parking lease space.
- 48) Decreases reflect costs associated with position realignments and the budgeting of revenues/credits received for Article V from the other five counties in the circuit that assist in funding this program, offset by an increase for housing of the Information Systems Analysts formerly housed in Wakulla County and Board approved salary adjustments, Florida Retirement System and health insurance costs.
- 49) Increase reflects an increase in communication costs.
- 50) Increase reflects an increase in communication costs.

**Non-Operating**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
51) Budgeted Reserves	0	882,383	702,445	-20.39%	723,295	985,073	1,208,147	1,499,969
52) Communications	764,839	692,016	718,790	3.87%	718,790	718,790	718,790	718,790
53) Fire Control	8,120,168	6,361,692	7,104,902	11.68%	7,172,882	7,239,786	7,307,359	7,375,608
54) Line Item Funding	22,500	24,500	29,000	18.37%	29,000	29,000	29,000	29,000
55) Other Non-Operating	5,268,827	5,740,615	5,912,624	3.00%	5,982,426	6,059,917	6,152,295	6,246,691
56) Risk Allocations	640,922	1,130,302	1,057,055	-6.48%	1,057,055	1,057,055	1,057,055	1,057,055
57) Risk Financing & Workers Comp	2,030,010	2,763,400	2,792,275	1.04%	2,792,275	2,792,275	2,792,275	2,792,275
	<u>16,847,267</u>	<u>17,594,908</u>	<u>18,317,091</u>	<u>4.10%</u>	<u>18,475,724</u>	<u>18,881,897</u>	<u>19,264,922</u>	<u>19,719,388</u>

- 51) Reflects decrease in the EMS fund contingency.
- 52) Increase reflects costs associated with contract increases for network data and the phone system.
- 53) Increase costs associated with an increase in payments to the City of Tallahassee for the delinquent assessment payments transferred to the non-ad valorem tax bill.
- 54) Reflects Board's direction, at the July 8th Budget Workshop to move Veteran Day Parade funding to the Veterans Services budget and increase funding for New Years' Eve Celebration.
- 55) Reflects increase in 800 MHz System Maintenance and increased Parks and Recreation contract payments to the City of Tallahassee offset by a decrease in CRA payments due to the decline in property values.
- 56) Decrease reflects decline in insurance premiums associated with property and general liability.
- 57) Increase reflects a slight increase in the Workers' Compensation payments associated with fewer claims and a safe working environment.

Total Expenditures by Division

**Debt Service**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
58) Debt Service	9,260,021	9,367,607	9,035,307	-3.55%	9,042,775	9,037,578	8,769,293	8,291,191
	<u>9,260,021</u>	<u>9,367,607</u>	<u>9,035,307</u>	<u>-3.55%</u>	<u>9,042,775</u>	<u>9,037,578</u>	<u>8,769,293</u>	<u>8,291,191</u>

58) Decrease reflects savings from debt refinancing to save long term interest costs.

**Capital Improvement Program**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
59) Budgeted Capital Reserves	0	6,799,054	2,503,148	-63.18%	2,259,123	1,452,834	1,454,575	1,455,361
60) Engineering Services	9,562,698	5,296,000	6,435,000	21.51%	7,827,035	5,815,854	4,663,235	5,110,000
61) Facilities Management	13,816,419	2,324,000	1,954,000	-15.92%	2,408,000	2,198,000	1,058,153	635,750
62) Fleet Management	2,011,384	2,509,490	2,125,357	-15.31%	3,332,000	2,956,000	2,914,000	2,752,000
63) Management Information Services	1,472,836	1,808,980	1,984,280	9.69%	1,824,280	1,664,280	1,639,280	1,639,280
64) Miscellaneous	892,527	0	800,000	0.00%	0	0	0	0
65) Parks & Recreation	1,049,327	2,589,000	1,171,000	-54.77%	2,082,000	1,322,000	1,447,000	657,000
66) Public Works - Operations	2,410,399	785,200	735,200	-6.37%	835,200	335,200	635,200	335,200
67) Solid Waste	1,442,470	764,179	585,750	-23.35%	1,823,750	1,641,250	1,455,000	1,097,500
	<u>33,200,448</u>	<u>22,875,903</u>	<u>18,293,735</u>	<u>-20.03%</u>	<u>22,391,388</u>	<u>17,385,418</u>	<u>15,266,443</u>	<u>13,682,091</u>

- 59) Decrease reflects the drawdown of reserves from Local Option Sales Tax for the long term funding of capital projects primarily associated with resurfacing and intersection improvements, offset by a increase in reserves for future transportation projects.
- 60) Increase reflects an increase in Arterial/Collector Road and Local Road resurfacing projects.
- 61) Decrease reflects completion of a number of major projects including the Public Safety Complex, Main Library Improvements and Courthouse Repairs.
- 62) Decrease reflects a cost savings for the purchase of heavy equipment identified during the LEADs Cross Departmental Action Team exercise.
- 63) Increase reflects funding for GIS Incremental Base Update project.
- 64) Increase reflects funding for required Election Equipment.
- 65) Decrease reflects decreased funding for Apalachee Regional Park, Okeehoopkee Prairie Park and Ft. Braden Community Park, offset by increased funding for Athletic Field Lighting.
- 66) Decrease reflects a reduction in Stormwater Maintenance Filter Replacement, offset by an increase to Arterial & Collector Road Pavement Markings.
- 67) Decrease reflects reduction of funding for Transfer Station Heavy Equipment.

**Transfers**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
68) Transfers	64,275,141	31,087,517	30,975,924	-0.36%	33,647,610	35,238,667	34,586,497	36,366,233
	<u>64,275,141</u>	<u>31,087,517</u>	<u>30,975,924</u>	<u>-0.36%</u>	<u>33,647,610</u>	<u>35,238,667</u>	<u>34,586,497</u>	<u>36,366,233</u>

68) Decrease reflects reduced transfers to Stormwater and Solid Waste (associated with increases in Stormwater Assessment & Rural Waste Service Center fees), Debt Service and capital program costs.

Total Expenditures by Division

**Grants Administration**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
Byrne Grant	39,815	0	0	0.00%	0	0	0	0
Grants Adult Drug Court	50,454	0	0	0.00%	0	0	0	0
Grants Co-op	17,511	0	0	0.00%	0	0	0	0
69) Grants EMS	603,719	60,000	60,000	0.00%	60,000	60,000	60,000	60,000
Grants Housing	976,957	0	0	0.00%	0	0	0	0
Grants Human Services	181,223	0	0	0.00%	0	0	0	0
70) Grants Library	68,571	15,000	15,000	0.00%	15,000	15,000	15,000	15,000
Grants Management Services	4,087	0	0	0.00%	0	0	0	0
Grants Parks	177,657	0	0	0.00%	0	0	0	0
71) Grants Public Services Admin	119,427	95,855	97,470	1.68%	97,470	97,470	97,470	97,470
Grants Public Works	45,188	0	0	0.00%	0	0	0	0
Grants Sheriff	431,176	0	0	0.00%	0	0	0	0
Grants Stormwater	5,687,262	0	0	0.00%	0	0	0	0
Grants Sustainability	10,871	0	0	0.00%	0	0	0	0
Grants Volunteer	18,393	0	0	0.00%	0	0	0	0
	<u>8,432,309</u>	<u>170,855</u>	<u>172,470</u>	<u>0.95%</u>	<u>172,470</u>	<u>172,470</u>	<u>172,470</u>	<u>172,470</u>

69) Reflects funding for Emergency Medical Services equipment.

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

71) Decrease reflects less funding available for driver's education through less collections of traffic fines in the Slosberg Drivers' Education Fund.

**Summary Totals**

Department / Division	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	Adopted Change	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected
BCC	82,996,631	95,825,558	96,171,803	0.36%	95,997,134	97,406,948	98,635,319	99,800,671
Constitutional Officers	78,277,408	76,203,417	79,443,794	-4.08%	80,547,775	83,793,405	84,516,284	86,751,666
Judicial	1,099,819	1,052,256	982,264	-6.65%	983,878	995,271	1,006,837	1,016,655
Non-Operating	16,847,267	17,594,908	18,317,091	-3.94%	18,475,724	18,881,897	19,264,922	19,719,388
Capital	33,200,448	16,076,849	15,790,587	-1.78%	20,132,265	15,932,584	13,811,868	12,226,730
Total Capital Reserves	0	6,799,054	2,503,148	-63.18%	2,259,123	1,452,834	1,454,575	1,455,361
Debt Service	9,260,021	9,367,607	9,035,307	-3.55%	9,042,775	9,037,578	8,769,293	8,291,191
Grants	8,432,309	170,855	172,470	0.95%	172,470	172,470	172,470	172,470
Total Budget Net Transfers	<u>232,827,938</u>	<u>223,090,504</u>	<u>222,416,464</u>	<u>-0.30%</u>	<u>227,611,144</u>	<u>227,672,986</u>	<u>227,631,567</u>	<u>229,434,132</u>
Total Operating Budget	199,627,490	200,214,601	204,122,729	1.95%	205,219,756	210,287,568	212,365,124	215,752,041
Total Capital Budget	33,200,448	22,875,903	18,293,735	-20.03%	22,391,388	17,385,418	15,266,443	13,682,091
Total Budget Net Transfers	<u>232,827,938</u>	<u>223,090,504</u>	<u>222,416,464</u>	<u>-0.30%</u>	<u>227,611,144</u>	<u>227,672,986</u>	<u>227,631,567</u>	<u>229,434,132</u>

# Leon County Fiscal Year 2014 Adopted Budget

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

Expenditure Summary by Category	FY12 Adopted	FY13 Adopted	% Change	FY14 Budget	% Change	Reference
<b>MANDATORY</b>						
<b>Constitutional Officers</b>						
Supervisor of Elections	\$ 4,408,445	\$ 3,042,822		\$ 3,733,863		FS 129.202, FS 97-107
Tax Collector	4,660,299	4,505,472		4,553,837		FL Constitution: Article VIII Section 1(d), FS 192.091(2), FS 197
Property Appraiser	4,244,488	4,326,795		4,484,136		FL Const: Article VIII Section 1(d), FS 192.091(1), FS 193.023, FS 193-194, 196, 200
Sheriff	59,697,408	61,282,990		63,549,880		FL Constitution: Article VIII Section 1(d), FS 30.49 and 30.50
Clerk of Court	1,865,274	1,843,747		1,894,548		FL Constitution: Article VIII Section 1(d), FL Constitution: Article V Section 16
subtotal	74,875,914	75,001,826	0.17%	78,216,264	4.29%	
<b>Judiciary (Article V)</b>						
State Attorney	107,284	106,945		108,655		FL Const: Article V Sec. 14 & 17, FS 29.008
Public Defender	132,060	130,450		132,875		FL Const: Article V Sec. 14 & 18, FS 29.008
Guardian Ad Litem	22,281	20,006		22,347		FS 29.008, FS 39.8296
Court Administration	63,345	217,201		168,762		FL Constitution: Article V, FS 29.008
Legal Aid	178,664	176,500		181,155		FS 939.185(2)
subtotal	503,634	651,102	29.28%	613,794	-5.73%	
<b>Charter</b>						
County Commission	1,331,752	1,304,800		1,355,409		FL Constitution: Article VIII Section 1(e), FS 125.01, Leon County Charter
County Attorney	1,647,042	1,670,718		1,763,206		Leon County Charter, LCL: Ch 2-Article X Section 2-503, FS 127.01
County Administrator's Office	519,046	533,160		559,526		Leon County Charter, LCL: Ch 2-Article X Section 2-501, F.S. 125.7
subtotal	3,497,840	3,508,678	0.31%	3,678,141	4.83%	
<b>Payments</b>						
CRA-Payment	1,689,447	1,384,507		1,328,511		FS 163.506
Debt Service	9,260,022	9,367,607		9,035,307		FS 130
Medical Examiner	405,338	543,008		584,037		FS 406.08
Tubercular Care & Child Protection Exams	61,000	61,000		61,000		FS 392.68
Baker and Marchmen Act	651,169	664,575		678,380		FS 394.76(3)b
Medicaid & Indigent Burial	2,558,220	3,536,220		2,589,550		Med: FS 409.915, IB: FS 406.50
Tax Deed Applications	22,500	62,500		62,500		FS 197.502
Juvenile Detention Payment	1,377,000	1,250,000		1,286,000		FS 985.686
subtotal	16,024,696	16,869,417	5.27%	15,625,285	-7.38%	
<b>Transportation/Stormwater</b>						
Public Works Support Services	573,307	569,286		583,169		
Engineering Services	2,995,738	2,882,639		2,987,714		FS 316.006(3)
Transportation Maintenance	4,165,976	4,325,001		3,764,548		FS 206.47(7), FS 206.60(2), FS 336.02(1)
Right of Way Maintenance	1,987,070	2,054,878		2,489,913		FS 337.401
Capital Project Reimbursements	(750,000)	(675,000)		(600,000)		
Stormwater Maintenance	2,774,701	2,721,002		2,828,250		LCL: Ch 10-Article VII Div. 1 & 2, FS 403.0893
Water Quality and TMDL Monitoring	59,940	-		-		FS 403.0885, US Code: 1342 Title 33 Chapter 26, Comp Plan: Section IV Policy No. 2.2.6
subtotal	11,806,732	\$ 11,877,806	0.60%	\$ 12,053,594	1.48%	
<b>Growth Management</b>						
Development Services (not including Bldg Dept)	648,733	662,666		659,267		LCL: Chapter 10, FS 163.3180, FS 163.3202 County Charter, LCL: Ch 10-Article IV Sec. 10, FS 380.021
Environmental Compliance	1,250,748	1,242,959		1,312,385		
Growth - Support Services	578,884	547,266		560,053		Supports functions of Fund 121
subtotal	2,478,365	2,452,891	-1.03%	2,531,705	3.21%	
<b>Other</b>						
Veterans Services	139,961	167,162		168,620		FS 292.11
Planning	884,977	860,855		838,533		FS 163.3174, FS 163.3167(2)
Court House Annex (Bank of America Building)	771,611	749,981		763,386		FL Constitution: Article V, FS 29.008
Property/Liability Insurance	1,237,143	1,130,302		1,057,055		
subtotal	3,033,692	2,908,300	-4.13%	2,827,594	-2.78%	
<b>Solid Waste</b>						
Landfill Closure	533,836	546,483		110,123		FS 403.707
Transfer Station	5,908,256	6,053,235		5,170,872		FS 403.706 and Interlocal Agreement
Solid Waste Management Facility	2,052,697	2,007,212		1,758,157		FS 403.706 and Interlocal Agreement
Hazardous Waste	573,892	560,457		600,490		FS 403.7225, FS 403.704
Recycling Services	373,536	293,670		198,128		FS 403.706(2)
subtotal	9,442,217	9,461,057	0.20%	7,837,770	-17.16%	
<b>TOTAL MANDATORY</b>	<b>121663090</b>	<b>122,731,077</b>	<b>0.88%</b>	<b>123,384,147</b>	<b>0.53%</b>	

# Leon County Fiscal Year 2014 Adopted Budget

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

Expenditure Summary by Category	FY12 Adopted	FY13 Adopted	% Change	FY14 Budget	% Change	Reference
<b>NON-MANDATORY</b>						
Jail Detention/Mental Health Coords.	141,088	63,502		67,441		FL Const: Article V Section 14(c), FS 29.008
Pre-Trial Release	880,253	879,498		993,137		Provided alternative to incarceration
MWSBE	230,130	231,804		223,199		FS 255.101-102, County Policy No. 96-1
Code Enforcement	242,438	285,924		226,153		Numerous Leon County Code of Laws
Intergovernmental Affairs	477,874	508,483		407,693		FS 951.26
Public Information Office	330,912	393,064		475,809		FS 125.001
Volunteer Services	161,192	161,077		167,160		FS 125.9503, County Emergency Management Plan
Parks and Recreation	2,391,513	2,447,979		2,616,250		
Cooperative Extension	542,079	520,297		541,844		FS 1004.37
Mosquito Control	531,058	577,067		575,876		FS 388.161-162
Library	6,752,621	6,519,641		6,508,799		
Housing Services	538,226	425,176		451,922		FS 420.9075, FS 420.9079, FS 125.0103(7)
Health Department	237,345	237,345		237,345		FS 154.01
Animal Services	1,086,294	1,165,688		1,134,642		FS 828.03(1), FS 828.27 - Cruelty, FS 828.30 Rabies, FS 588.16, LCL: Chapter 4, F.A.C 64D-3.040
Probation	1,104,957	1,075,635		1,119,246		Provides an alternative to the County Jail
Rural Waste Service Centers	917,529	842,718		897,570		
Primary Health Care	1,830,754	1,830,738		1,834,136		FS 154.011, LCL: Ch 11-Article XVII Section 11
Office of Sustainability	265,318	261,604		263,585		
Strategic Initiatives	380,692	427,655		481,424		
Real Estate	76,015	217,248		276,725		
subtotal	19,118,288	19,072,143	-0.24%	19,499,956	2.24%	
<b>Agreements/Payments</b>						
Fire Department - City Payment	6,421,502	5,879,213		6,622,423		FS 125.01(1)d and Interlocal Agreement
City Payment - Parks Rec/Animal Shelter CIP	1,076,498	1,122,249		1,169,944		Interlocal Agreement with City of Tallahassee
subtotal	7,498,000	7,001,462	-6.62%	7,792,367	11.30%	
<b>Line Item Funding</b>						
Cultural Resources Comm. (COCA)	654,500	504,500		654,500		Ordinance 2006-34
Tallahassee Trust for Historic Pres.	63,175	63,175		63,175		Ordinance 2006-34
DISC Village/Juvenile Assess. Center	185,759	185,759		185,759		Ordinance 2006-34
United Partners for Human Services	23,750	23,750		23,750		Ordinance 2006-34
Whole Child Leon	38,000	38,000		38,000		Ordinance 2006-34
Trauma Center	200,000	200,000		200,000		Ordinance 2006-34
Oasis Center	-	10,000		20,000		Ordinance 2006-34
Keep Tallahassee Beautiful	21,375	21,375		21,375		Ordinance 2006-34
Economic Development Council	199,500	199,500		199,500		Ordinance 2006-34
Special Event Funding	-	0		234,500		Ordinance 2006-34
Palmer Monroe Teen Center	150,000	150,000		150,000		Ordinance 2006-34
subtotal	1,536,059	1,396,059	-9.11%	1,790,559	28.26%	
<b>Miscellaneous</b>						
Youth Sports Teams	4,750	4,750		4,750		
Human Services CHSP	1,075,669	1,058,776		962,902		County Policy No. 01-04
Military Grant	100,000	100,000		100,000		County Policy No. 03-18
Summer Youth Employment	74,265	74,265		74,265		
Volunteer Fire Department	482,479	482,479		482,479		
Diversionsary Funding	100,000	100,000		110,000		
Blueprint 2000	60,879	61,082		60,433		
CRTPA	215,035	217,646		231,028		Ordinance 2006-34
subtotal	2,113,077	2,098,998	-0.67%	2,025,857	-3.48%	
<b>Event Sponsorships</b>						
Celebrate America	2,500	2,500		2,500		Ordinance 2006-34
Dr. Martin Luther King Celebration	4,500	4,500		4,500		Ordinance 2006-34
Capital City Classic	5,000	5,000		5,000		Ordinance 2006-34
Friends of Library	3,000	3,000		3,000		Ordinance 2006-34
NAACP Freedom Awards Banquet	1,000	1,000		1,000		Ordinance 2006-34
After School Jazz Jams	2,000	2,000		2,000		Ordinance 2006-34
Honor Flight	-	-		15,000		Ordinance 2006-34
Operation Thank You!	-	15,000		15,000		Ordinance 2006-34
New Years Eve Celebration	-	-		10,000		Ordinance 2006-34
Soul Santa	4,000	4,000		4,000		Ordinance 2006-34
Veterans Day Parade	2,500	2,500		2,500		Ordinance 2006-34
subtotal	24,500	39,500	61.22%	64,500	63.29%	
<b>TOTAL NON-MANDATORY</b>	<b>30,289,924</b>	<b>29,608,162</b>	<b>-2.25%</b>	<b>31,173,239</b>	<b>5.29%</b>	

# Leon County Fiscal Year 2014 Adopted Budget

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

Expenditure Summary by Category	FY12 Adopted	FY13 Adopted	% Change	FY14 Budget	% Change	Reference
<b>SUPPORT FUNCTIONS</b>						
Office of Management & Budget	831,985	805,580		908,214		FS 129 FS 29.008
Facilities Management	6,690,316	8,001,422		8,572,298		Maintains County Facilities
Human Resources	1,139,122	1,150,518		1,238,806		Implement Federal and State legislation regarding employment practices
Management Information Services	5,313,496	5,507,077		5,878,648		FS 29.008 Maintains all County information systems - emails, hardware, software, etc
Purchasing	552,594	400,796		382,262		FS 274.03, FS 287, LCL: Chapter 2-Article IX Section 2.401
Geographic Information Systems	1,795,518	1,823,738		1,876,562		Interlocal Agreement with the City of Tallahassee
Public Services - Support Non-Operating (Audit, Bank Charges, etc.)	-	-		-		LCL:Chapter 2, Article X Section 2-502
	807,635	772,178		790,356		
<b>TOTAL SUPPORT FUNCTIONS</b>	<b>17,130,666</b>	<b>18,461,309</b>	<b>7.77%</b>	<b>19,647,146</b>	<b>6.42%</b>	
<b>RESERVES</b>						
Budgeted Contingency; all funds	1,109,168	882,383		702,445		
<b>TOTAL BUDGETED RESERVES</b>	<b>1,109,168</b>	<b>882,383</b>	<b>-20.45%</b>	<b>702,445</b>	<b>-20.39%</b>	
<b>TOTAL GENERAL REVENUE SUPPORTED</b>	<b>170,192,848</b>	<b>171,682,931</b>	<b>0.88%</b>	<b>174,906,977</b>	<b>1.88%</b>	
<b>SELF SUPPORTING AND INTERNAL SERVICES</b>						
Building Inspection	1,037,352	1,027,174		1,166,895		Numerous FS cites - see division page
Fleet Management	3,166,667	3,460,656		3,210,532		
Risk Management	3,895,441	2,763,400		2,792,275		Workers Compensation, Property, Liability Insurance
Communications Trust Fund	892,865	692,016		718,790		
Teen Court	131,676	133,751		158,529		FS 938.19, Ordinance 9-18, LCL: Ch 7-Article 2 Section 7-28
Drug Abuse Trust Fund	50,255	47,770		48,450		
Judicial Programs	418,893	203,901		142,500		FS 939.185, LCL: Ch 7-Article II Section 7-24
Other Grant Related Activity	649,942	674,205		696,178		
9-1-1 Funding	1,220,636	1,080,436		1,106,375		FS 365.171
Emergency Medical Services (EMS)	13,676,939	13,544,092		13,852,187		FS 125.01(1)e, LCL: Ch 8-Article III Section 8
Tourist Development Funding (all 5 Cents)	3,190,099	3,351,609		3,702,066		
Housing Finance Authority	30,780	30,495		30,210		FS 159.601, FS 159.604
Amtrak	-	-		-		
Killearn Lakes Special Assessment	232,500	232,500		232,500		Interlocal Agreement with the City of Tallahassee
800 Mhz Radio Support	1,035,000	1,057,250		1,084,320		
Huntington Oaks Plaza	80,690	92,775		124,425		
Drug & Alcohol Testing	146,922	139,686		149,520		
<b>TOTAL SELF SUPPORTING AND INTERNAL SERVICES</b>	<b>29,856,657</b>	<b>28,531,716</b>	<b>-4.44%</b>	<b>29,215,752</b>	<b>2.40%</b>	
<b>TOTAL OPERATING BUDGET</b>	<b>200,049,505</b>	<b>200,214,601</b>	<b>0.08%</b>	<b>204,122,729</b>	<b>1.95%</b>	
<b>TOTAL CAPITAL BUDGET</b>	<b>22,626,879</b>	<b>16,076,849</b>	<b>-28.95%</b>	<b>15,790,587</b>	<b>-1.78%</b>	
<b>TOTAL CAPITAL RESERVES</b>	<b>12,941,346</b>	<b>6,799,054</b>	<b>-47.46%</b>	<b>2,503,148</b>	<b>-63.18%</b>	
<b>GRAND TOTAL</b>	<b>235,617,730</b>	<b>223,090,504</b>	<b>-5.32%</b>	<b>222,416,464</b>	<b>-0.30%</b>	

**Notes:**

1. Definitions of categories:

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

- Non-Mandatory: Expenditures that are not required.

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

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

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

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

(FY 2014 Revenue Estimates projected in Millions at 95%)

**AD VALOREM PROPERTY TAXES (\$104.70)**

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 (\$5.32)**

This is a locally imposed tax of 6 cents per gallon on every net gallon of motor and diesel fuel. Per the interlocal agreements, this revenue is shared 50%/50% for the first 4 cents between the City and County and 60% City and 40% County for the remaining 2 cents. At the September 10<sup>th</sup> 2013 meeting, the Board approved levying an additional 5 cents to be shared with the City of Tallahassee 50%/50%.

**9TH CENT GAS TAX (\$1.28)**

Prior to FY02, the 9th Cent Gas Tax was a state imposed one cent tax on special and diesel fuel. Effective FY02, the County levies the amount locally on all fuel consumption.

**STATE SHARED GAS TAX (\$3.62)**

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

**ENVIRONMENTAL PERMITS (\$0.58)**

Environmental permit/development review fees are revenues derived from development projects for compliance with stormwater, landscape, tree protection, site development, and zoning and subdivision regulations.

**BUILDING PERMITS (\$1.22)**

Building permit fees are revenues derived from developers of residential and commercial property. Revenues are intended to offset the cost of inspections assuring that development activity meets local, state and federal building code requirements.

**LOCAL OPTION SALES TAX (\$3.59)**

The Local Government Infrastructure Sales Tax (Local Option) is a 1 cent sales tax on all transactions up to \$5,000. Effective December 2004, the sales taxes are disbursed at 80% for Blueprint 2000, 10% County and 10% City.

**LOCAL GOVERNMENT 1/2 CENT SALES TAX (\$10.58)**

The Local Government 1/2 Cent Sales Tax is based on 8.814 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 statutory defined distribution formula.

**TELECOMMUNICATIONS TAX (\$3.37)**

This is a two-tiered tax, each with its own rate. The two taxes are (1) The State Communications Services Tax (State Tax) and the Local Option Communications Services Tax (Local Option Tax). The County levies the local tax at a rate of 5.22%.

**PUBLIC SERVICE TAX (\$5.24)**

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

**STATE REVENUE SHARING TAX (\$4.42)**

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 2.044% of sales tax collections (96.5% of revenue sharing comes from this source and 3.5% comes from cigarette tax collections). (FL Statutes 210 and 212).

**LOCAL OPTION TOURIST TAX (\$4.22)**

This is a locally imposed 5% tax levied on rentals and leases of less than six months duration. A 1% option has been levied by the Board to pay for a performing arts center.

**EMERGENCY MEDICAL SERVICES MSTU and AMBULANCE FEES (\$14.60)**

Funding for emergency medical services is provided by a .50 mill municipal service taxing unit (MSTU) property tax and ambulance transport fees. Estimates indicate that \$6.3 million will be generated from the MSTU and \$8.3 million from ambulance fees.

**PROBATION FEES (\$1.02)**

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

**SOLID WASTE FEES (\$8.65)**

These revenues include Tipping fees collected by the County for sorting, reclaiming and disposing of solid waste at the County landfill and transfer station. This also includes the non-ad valorem assessment of \$40/single family home for disposal and rural waste service center permit fees.

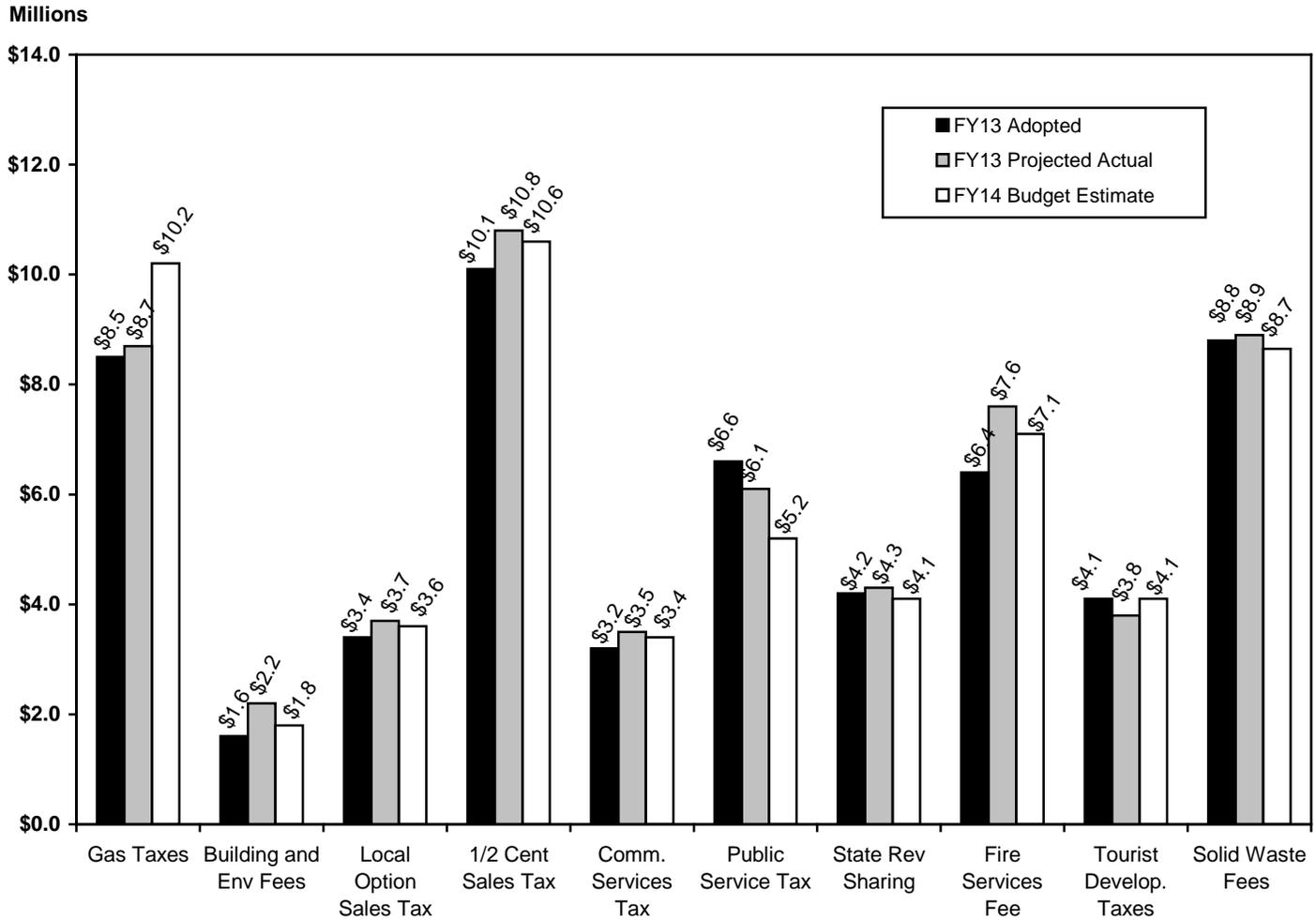
**FIRE SERVICES FEE (\$7.14)**

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.

**COURT FACILITIES FEE (\$1.38)**

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.

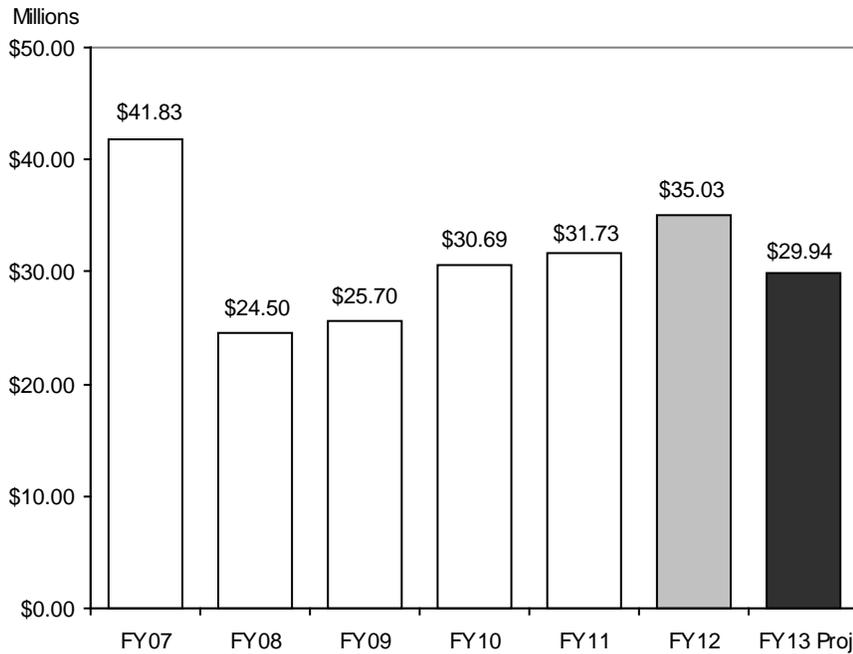
**Adopted Budget FY 2013, Projected Actuals FY 2013, and Estimated Budget FY 2014**



**Adopted Budget FY 2013, Projected Actual Collections FY 2013, and Estimated Budget FY 2014:**

This chart illustrates a comparison between the current budget, the projected actual collections for FY 2013, and the FY 2014 budget estimates. The chart depicts FY 2014 revenues forecasted at 95% as required by Florida Statute. Detailed charts of these revenues are shown on the subsequent pages, including ad valorem taxes.

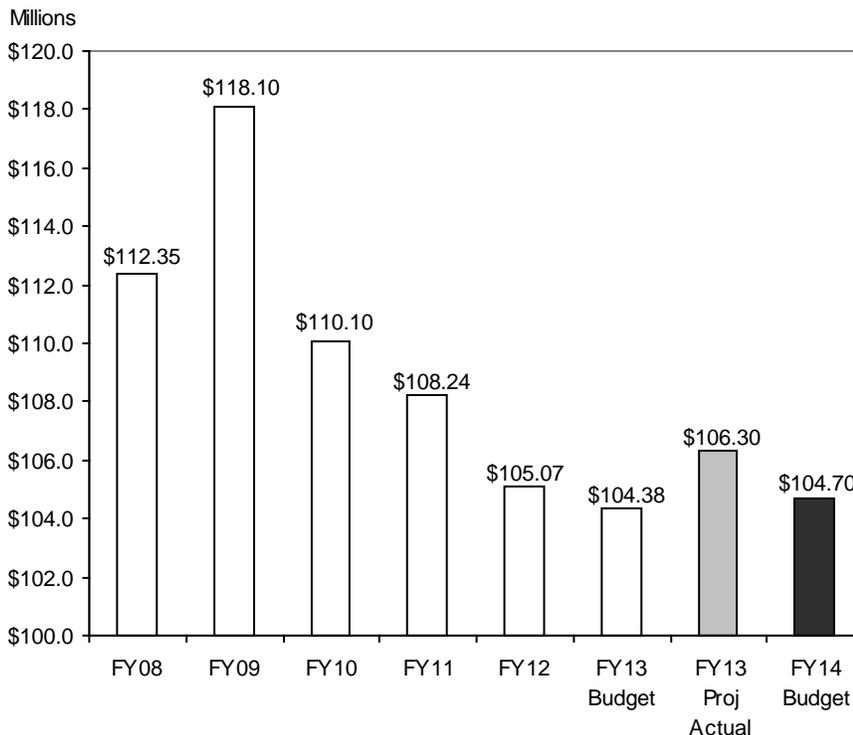
**General/Fine & Forfeiture: Fund Balance**



**General Fund – Fund Balance:**

Fund Balance is maintained for cash flow and emergency reserve purposes as well as 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. Generally, fund balances in excess of the minimum reserves amounts are utilized to support one-time expenditures or to address unforeseen revenue shortfalls. The unaudited fund balance for FY13 is \$29.94 million. This reflects 24% of operating expenditures and is consistent with the County's Reserve Policy. This number does not include the draw down of the \$5.1 million used to balance the FY14 budget as approved by the Board at the July 8, 2013 budget workshop.

**Ad Valorem Tax: Actuals and Projections**

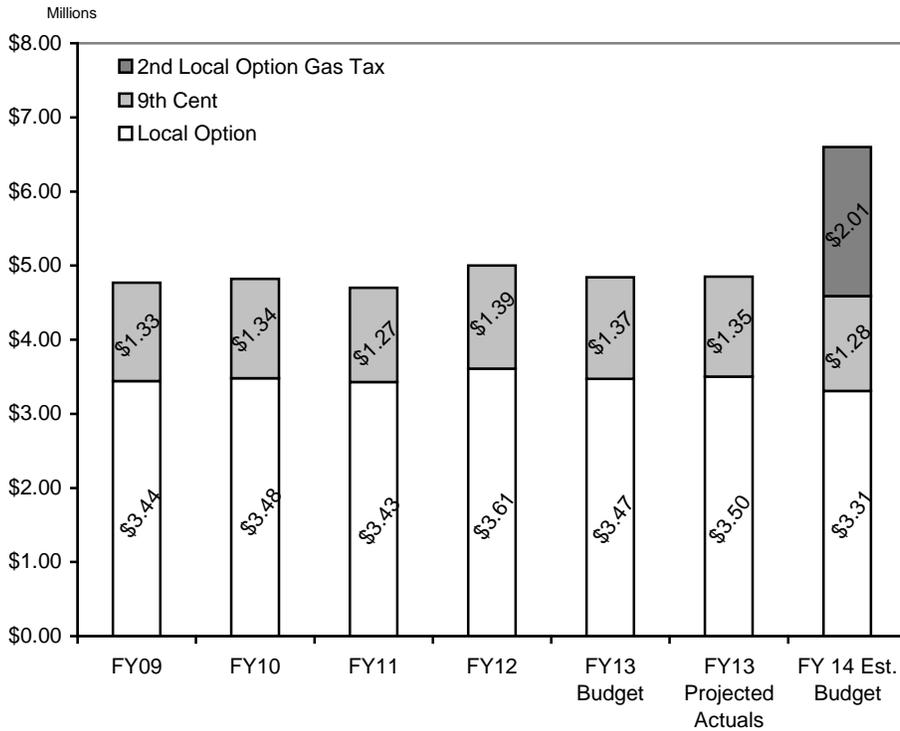


**Ad Valorem Property Taxes:**

The amounts shown are the combined General Fund and Fine and Forfeiture Fund levies. The tentative millage rate for FY14 is 8.3144. The revenues budgeted for FY13 represent 95% of anticipated revenues and do not include Municipal Services Taxing Unit (MSTU) revenues.

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 will limit future growth in ad valorem taxes. Beginning with FY10, revenues for ad valorem collections have continued to trend downward as property values fell associated with the repressed housing market and the Board chose to leave the millage rate of 7.85 unchanged. As a result of the Board establishing the tentative rolled back millage rate at 8.3144, property owners with an average home value will not see an increase in ad valorem tax and collections will remain consistent with FY13.

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

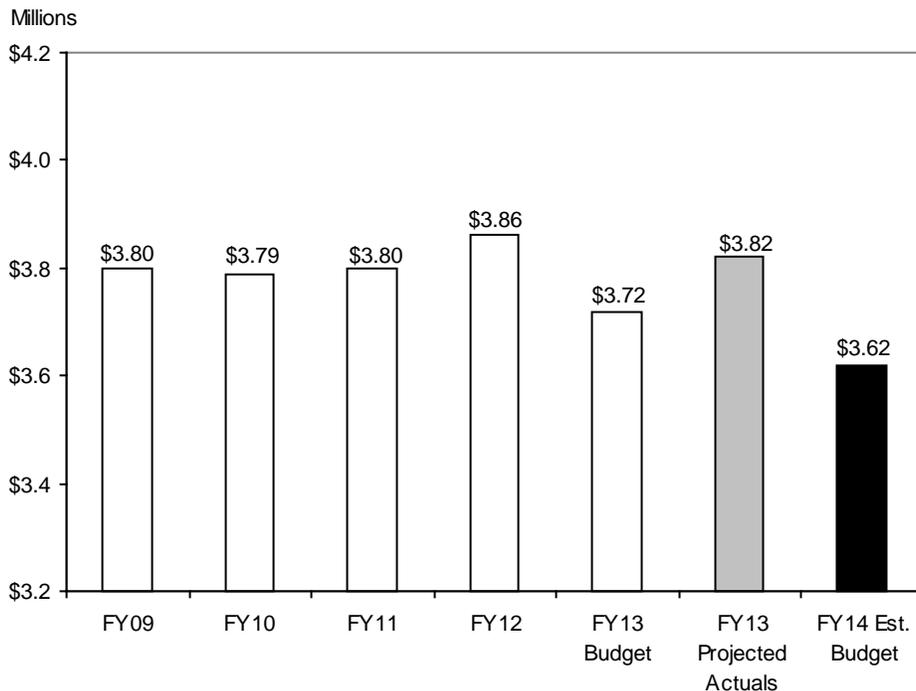


**Local Gas Taxes:**

The Local Option Gas Tax is a locally imposed 6 cents per gallon on every net gallon of motor and diesel fuel. Per the interlocal agreements, this revenue is shared 50/50 for the first 4 cents between the City and County and 60% City and 40% County for the remaining 2 cents. This equates to the County 46% and the City 54%. Funds are restricted to transportation related expenditures. This gas tax sunsets in August 2015. At the September 10, 2013 meeting, the Board approved levying an additional five-cent gas tax to be split with the City of Tallahassee 50/50 and projected to generate an additional \$2 million in revenues. The amounts shown are the County's share only.

In FY12, Leon County collected a slightly higher amount of gas tax revenue and anticipates fluctuating levels in FY14 and out-years as this is a consumption based tax on gallons purchased. The forecast of gas tax revenues has become increasingly uncertain as pump prices continue to vary throughout the year.

**State Shared Gas Tax: Actuals and Projections**



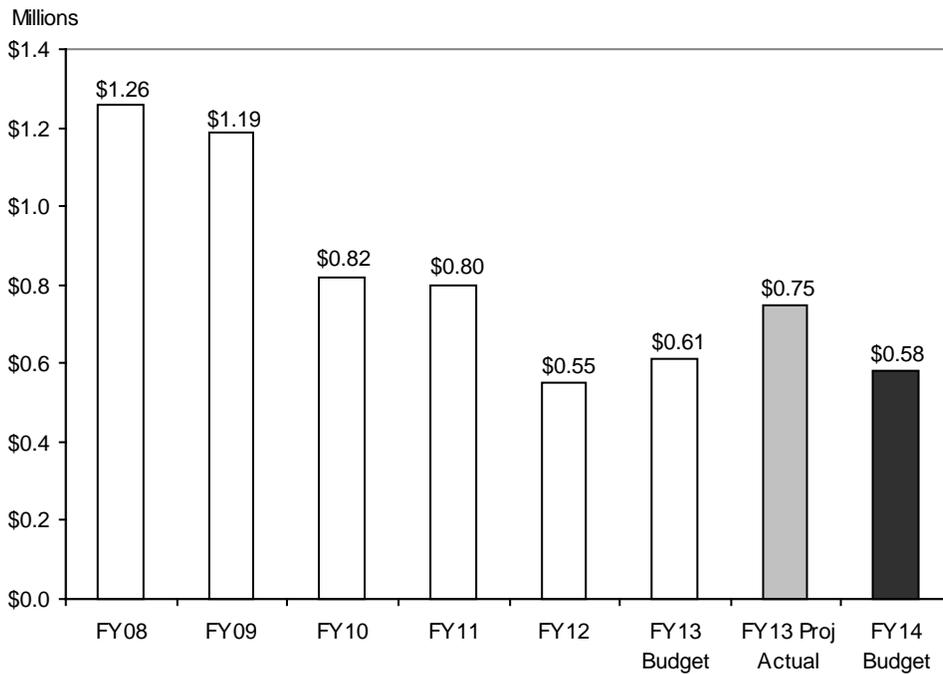
**State Shared Gas Taxes:**

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

This is a consumption based tax on gallons purchased. Prior to FY09 there was modest growth in this revenue stream. Decreased fuel consumption due to the recession and high fuel cost has caused a moderate decrease in gas tax revenue.

In FY13, Leon County is anticipating collecting a slightly higher amount of gas tax revenues than originally budgeted based on current revenue received and revised highway fuel sales estimates from the Transportation Revenue Estimating Conference.

**Environmental Permit Fees: Actuals & Projections**



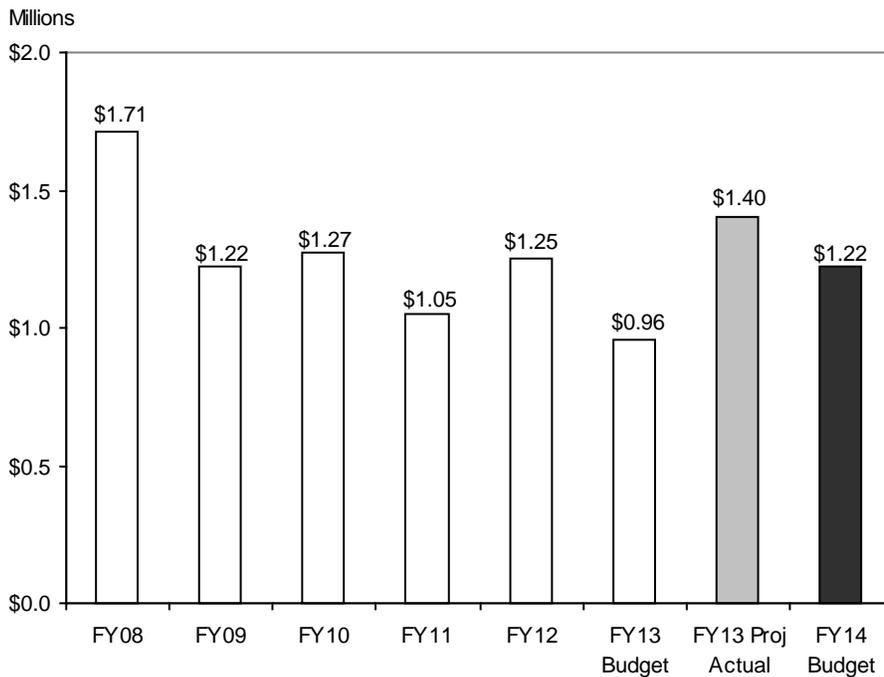
**Environmental Permit Fees:**

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.

Environmental Permit Fees have experienced a sharp decrease correlating with the start of the economic downturn in FY08. 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.

Despite the fee increase, the persistent negative economic conditions in the construction industry continued to diminish revenue collection. To offset this decline in revenue, eight positions were eliminated in FY10. Recent development activity suggests a rebound in projected revenue collections for FY13. However, budgeted revenues are projected to remain consistent in FY14.

**Building Permits: Actuals and Projections**

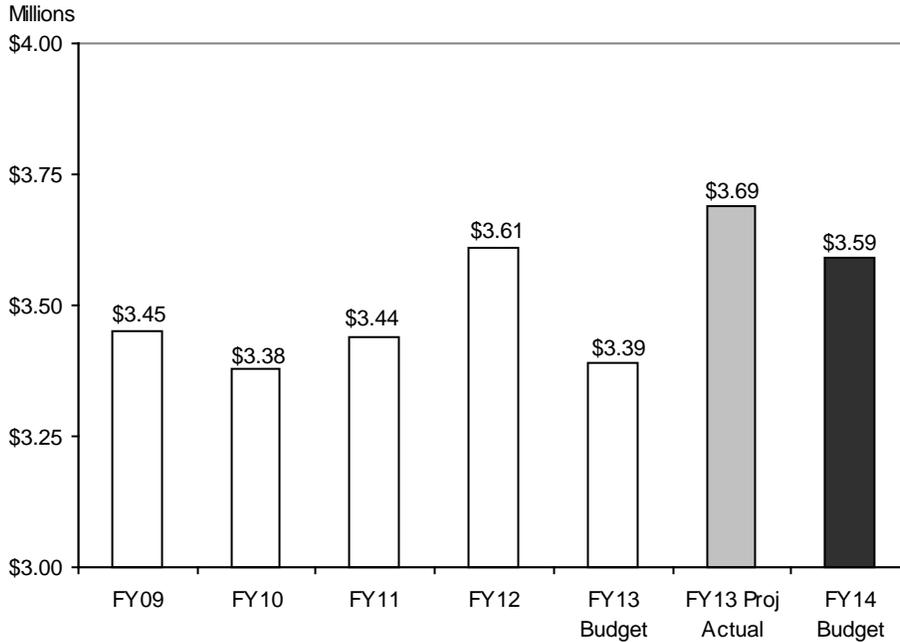


**Building Permit Fees:**

Building Permit Fees are derived from developers of residential and commercial property and are intended to offset the cost of 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.

Due to the housing market and construction beginning to show signs of recovery, this revenue stream shows projections returning to FY09 and FY10 levels. A small spike in FY12 revenues due to a one month increase in fees from multifamily permitting shows the slow turn from a consistent downward trend. The FY13 projected actuals and FY14 budget contemplate a continued rebound.

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

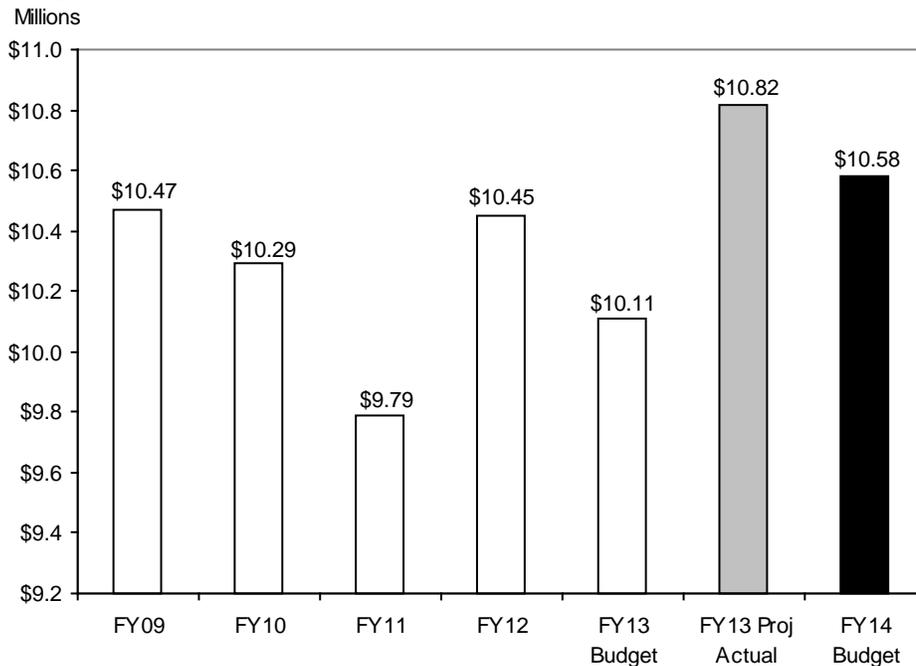


**Local Option Sales Tax:**

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

Leon County anticipates collecting a higher amount of local sales tax than budgeted in FY13. This indicates the ebbing of the recession and a return of consumer spending activity. The FY14 budget continues the modest upward trend in expected consumer spending.

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

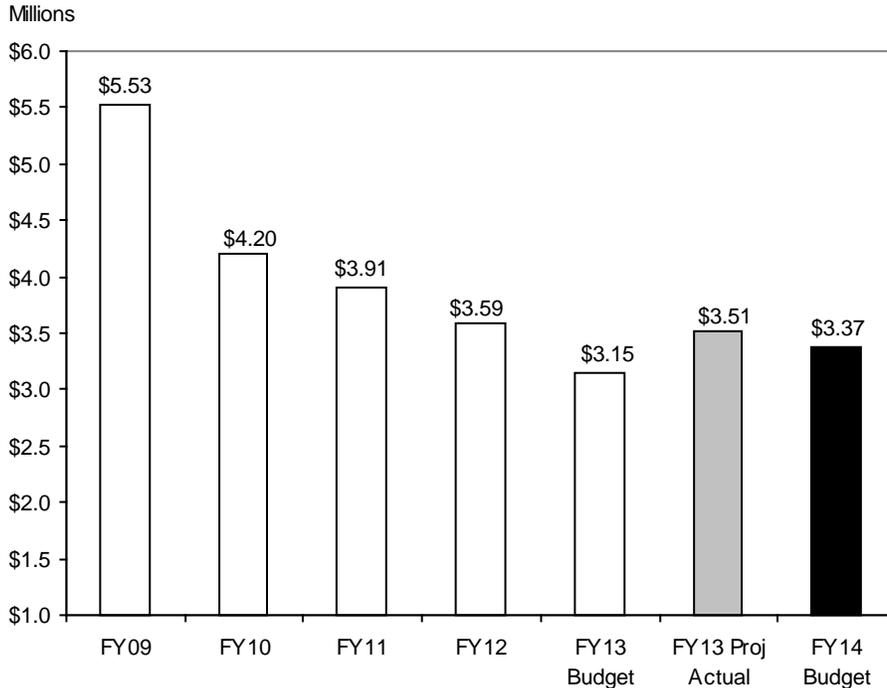


**Local Government 1/2 Cent Sales Tax:**

The Local Government 1/2 Cent Sales Tax is based on 9.653% of net sales tax proceeds remitted by all sales tax dealers located within the County. Effective July 1, 2004, the distribution formula reduces 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).

Sales tax revenue steadily declined from FY09 – FY11, a trend that ended in FY12. Projected actuals for FY13 and the FY14 budget show an increase signaling a slow economic recovery.

**Communication Service Tax: Actuals and Projections**



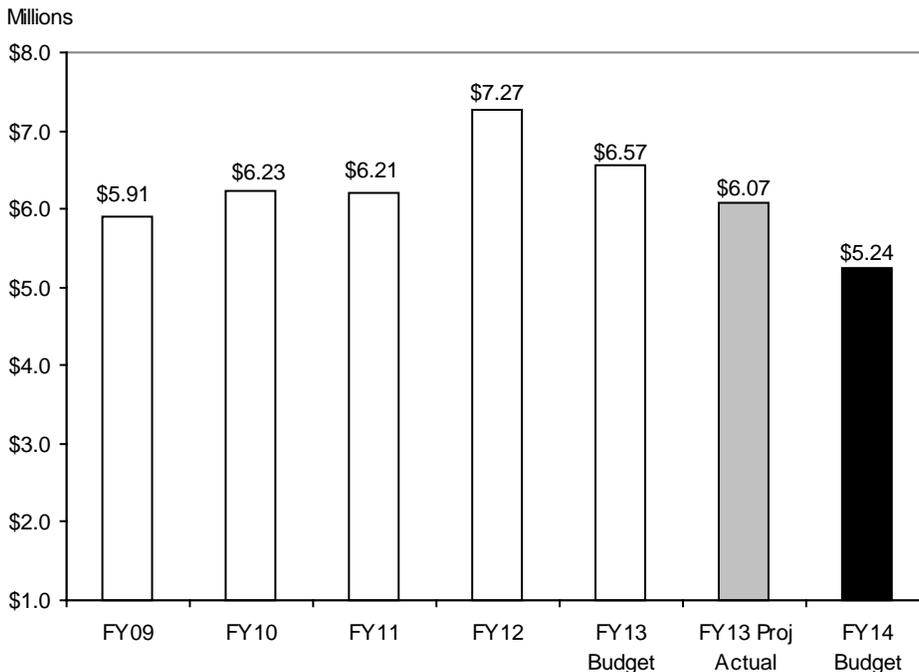
**Communication Services Tax:**

The Communication Services Tax 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 corresponds with the rate being levied by the City. The County increased the rate in February of 2004.

Beginning in FY09, actual revenues began to decrease steadily. This trend is expected to hold for FY13 with small growth over future fiscal years.

In December 2008, the County received a \$2.5 million audit adjustment from the State, distributed in the form of a \$1.3 million lump sum payment in December of FY09 with the remainder prorated in equal monthly payments of \$33,429 from February 2009 until December 2011. These monthly adjustment payments have been contemplated in the budget graphs, accounting for the higher than expected revenue figures in past years.

**Public Service Tax: Actuals and Projections**

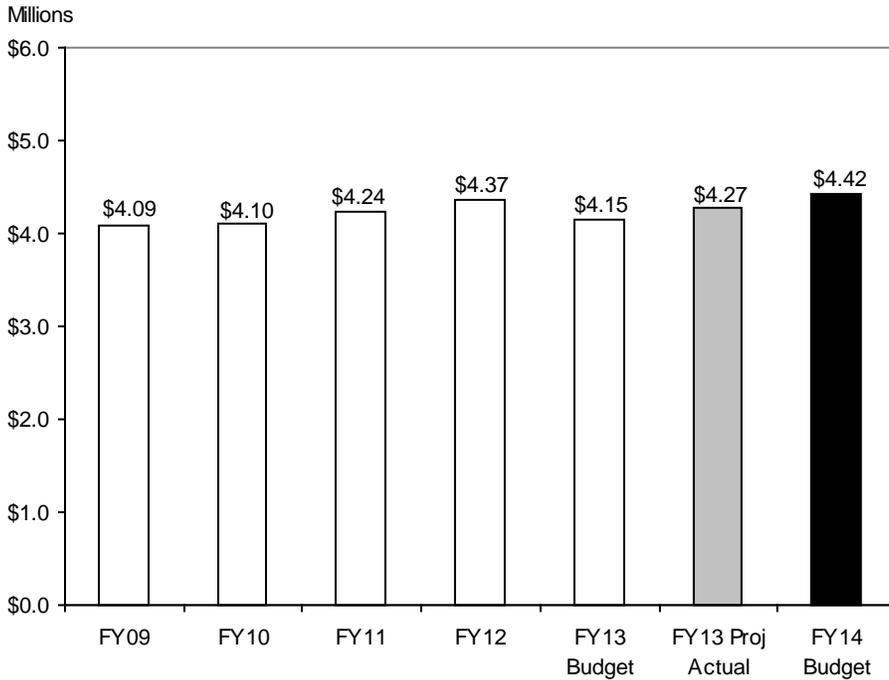


**Public Service Tax:**

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

Due to its consumption basis, this tax is subject to many variables including rates and usage. Revenues have steadily trended upward since FY09, however recently the City of Tallahassee determined it had incorrectly overpaid \$2.1 million on the electric portion of the tax for the past three years. As such, future year's revenue projections reflect the payback of these revenues through the withholding over the next 36 months.

**State Revenue Sharing: Actuals and Projections**

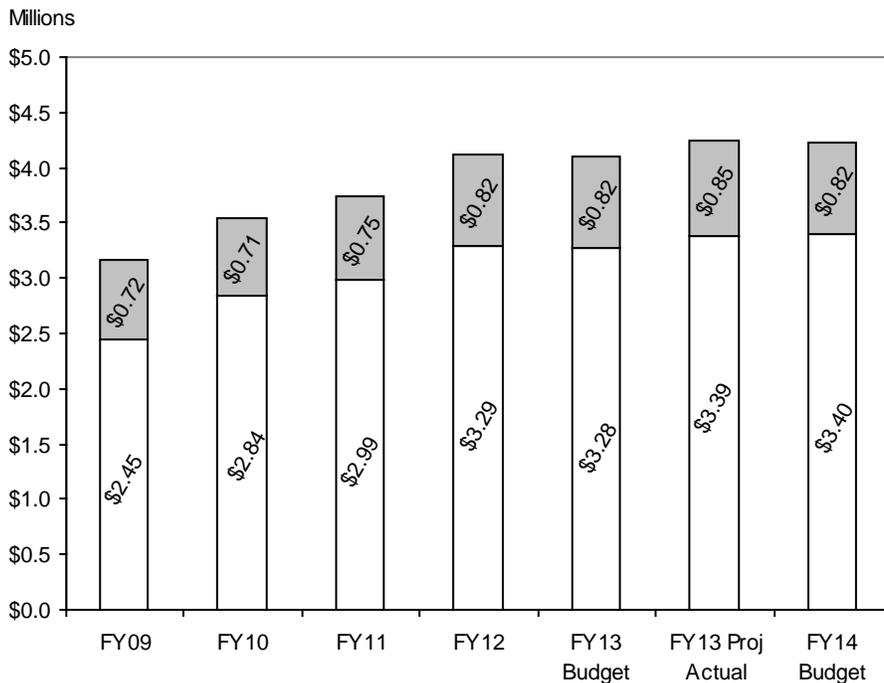


**State Revenue Sharing:**

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. 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. Effective 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.

Following several years of decline, FY09 began a trend of level state revenue sharing taxes for Leon County due to the recession. During the 2013 General Revenue Estimating Conference, the State expects to see modest positive growth in FY14 and the out-years.

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



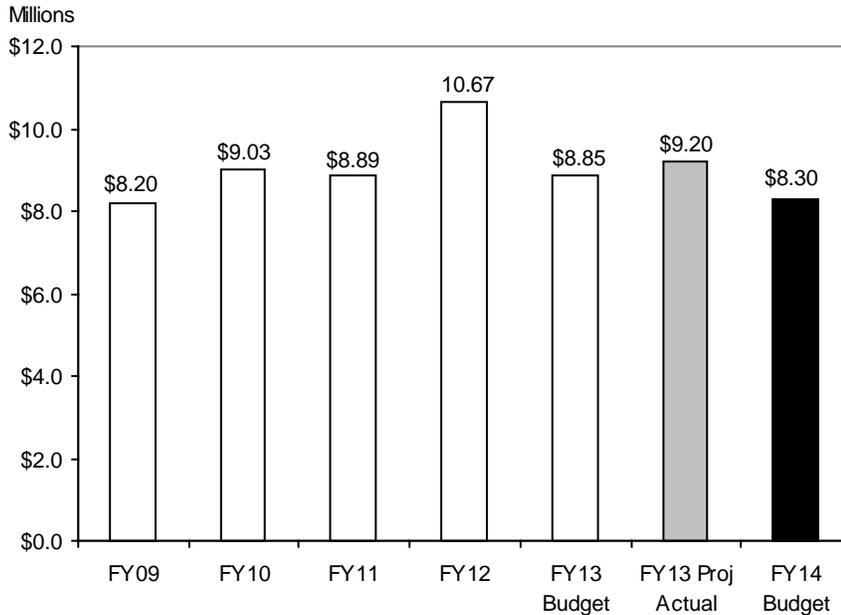
**Local Option Tourist Tax:**

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). This tax dedicates one cent to the performing arts center.

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 will be used as specified in the TDC Strategic Plan until October 2013.

Subsiding recessionary economic conditions allowed for an increase in tourist tax revenue from FY09 to FY12. The additional one cent levied in May 2009, along with an increase in available rooms, increased rates and an increase in the business travelers sector of the market contribute to the increase over the previous three years, while FY13 and FY14 revenues are projected to remain flat.

**Ambulance Fees: Actuals and Projections**



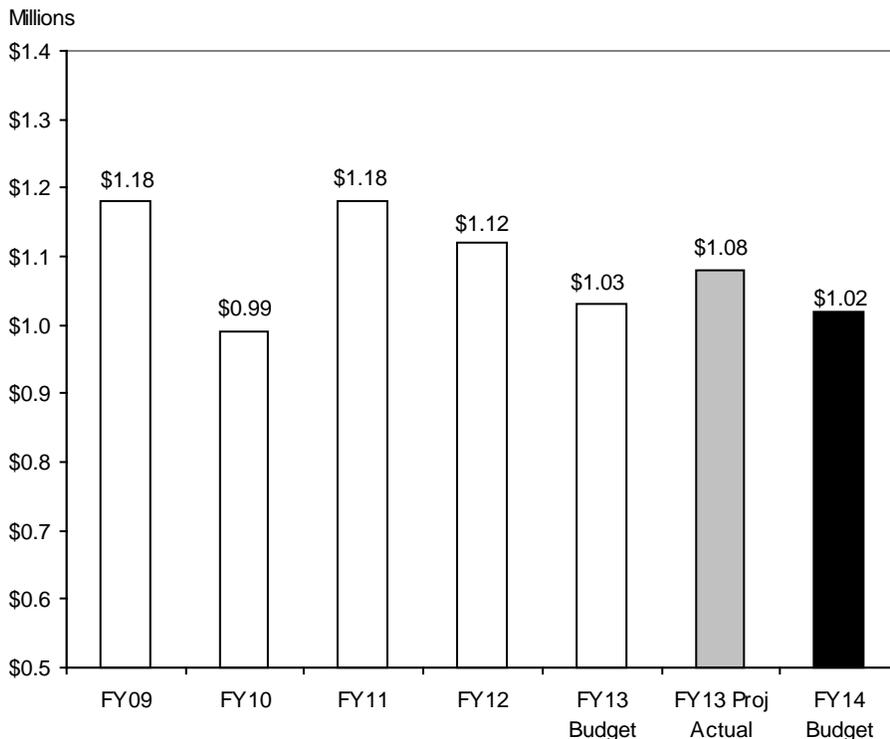
**Ambulance Fees:**

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

The EMS system bills patients based on the use of an ambulance transport to the hospital. As with a business, the County has an ongoing list of patients/insurers that owe the County monies (outstanding receivables). In FY08, the County established a collection policy to pursue uncollected bills, and to allow the write-off of billings determined uncollectible.

An analysis of collections indicates a steady increase since FY09 due to rising call volumes and improved collection efficiency. This steady increase has offset the corresponding decline in dedicated property taxes that also fund ambulance services, resulting from the decline in property values and an established maximum annual millage rate.

**Probation Fees: Actuals and Projections**

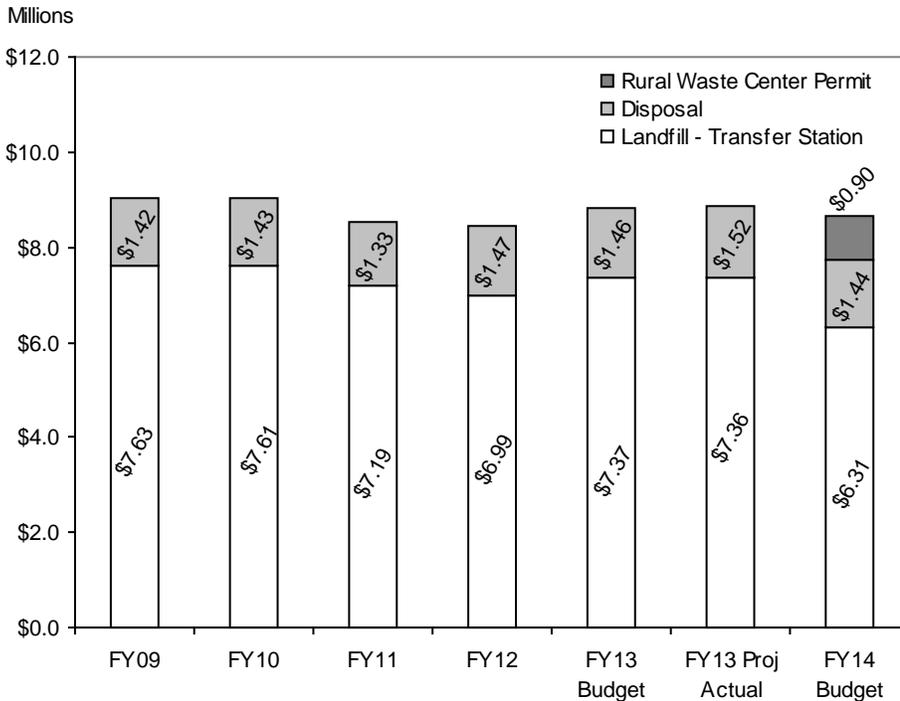


**Probation Fees:**

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

Revenues collected through Probation and Pretrial fees were relatively steady since FY09. However, FY10 revenues were lower than previous years due to a decline in Probation and Pretrial caseloads, associated with early termination of sentences and a decrease in court ordered GPS pretrial tracking. FY13 and FY14 anticipated revenue is expected to decrease slightly as the number of fee waivers continues to increase due to economic conditions. With the creation of an on-site urinalysis testing program, an increase in the number of alcohol testing fees is expected. Without the addition of the urinalysis program, revenues from the existing probation and pretrail programs would see a greater decline.

**Solid Waste: Actuals and Projections**



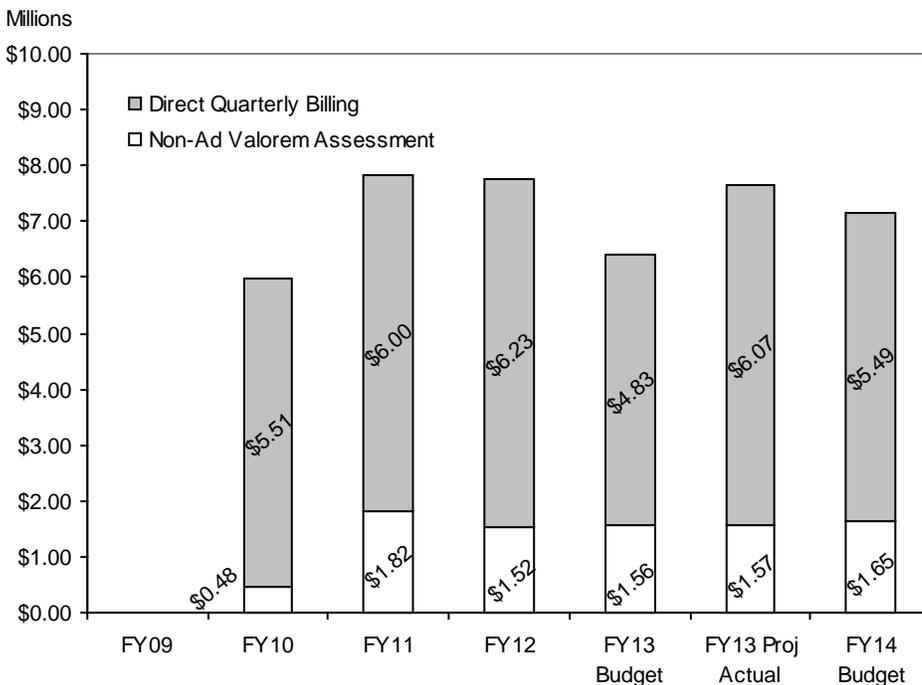
**Solid Waste Fees:**

Solid Waste Fees are collected for sorting, reclaiming, and 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 Board entered into a contractual agreement with Marpan Recycling. The Solid Waste Management Facility is no longer accepting Class III waste as of January 1, 2009. This contract caused a decline in revenues for Solid Waste. However, expenditures have been adjusted to reflect the change in operations at the facility.

The FY13 revenue increase results from an increase in the tipping fee, effective October 1, 2011. This offset an expected decline in FY13 estimated revenues due to Wakulla County terminating its waste disposal agreement with the County in FY12. Additionally, instead of closing the rural waste collection facilities and implementing mandatory collection, the Board approved a permit fee for use of the rural waste service centers, effective October 1, 2013, which is anticipated to generate \$900,000 to offset the decrease in the general revenue subsidy and decreased use of fund balance.

**Fire Services Fee: Actuals and Projections**



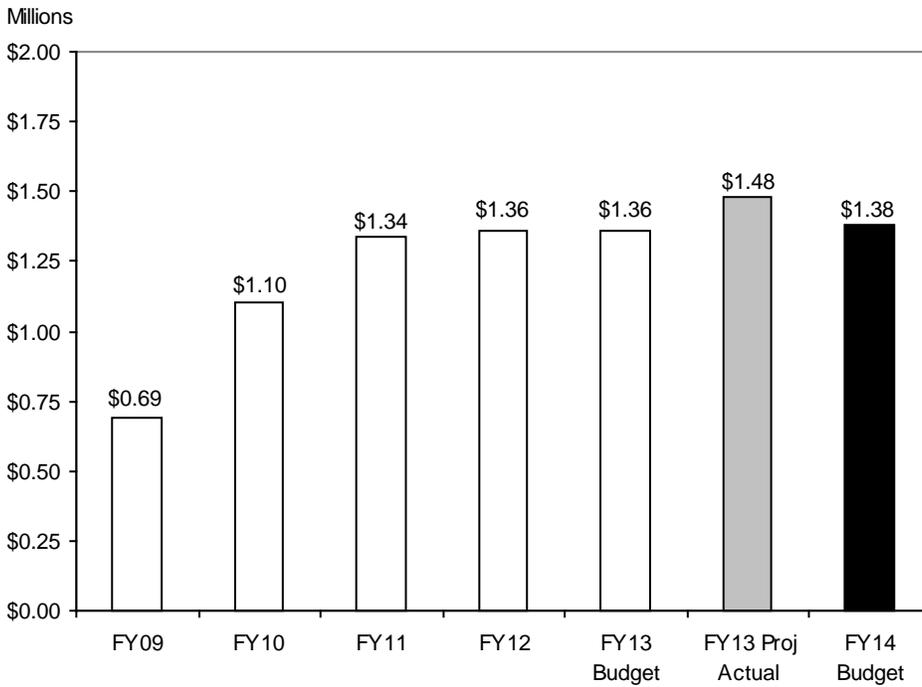
**Fire Services Fee:**

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

This fee was adopted June 9, 2009 and is charged as a flat fee to single family homes and on a square footage basis to businesses in the unincorporated area of the County to pay for fire services.

The FY10 collections were lower than expected due to property owners opting to defer the payment of their fire services quarterly bills in order to have the fee incorporated as a non-ad valorem assessment on their property tax bill. FY11 and FY12 collections show a consistent trend in billing collections where FY13 and FY14 projections show a downward trend.

**Court Facilities Fee: Actuals and Projections**



**Court Facilities Fee:**

Court Facilities Fees are established to fund “state court facilities” as defined in Chapter 29, Florida Statutes (2009). In FY09 the County collected \$1.9 million but expended more than \$11 million on behalf of the State Court system. On June 19, 2009 SB2108 was approved permitting counties to change the surcharge placed on non-criminal traffic infractions from \$15 to \$30.

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

In FY09, Court Facilities Fees were in a continued decline from previous fiscal years. By the first quarter in FY10, revenues began to show improvement from the approved fee increase. As the first two years with the approved fee increase, FY11 and FY12 amounts are used to establish the base for moderate revenue increases in FY13 and FY14.

## Recommended Position Changes

<b>Board of County Commissioners</b>	<b>FTEs</b>	<b>Impact</b>
<b><u>Administration</u></b>		
<b>Management Information Systems</b>		
GIS Technician I	-1.00	(47,327)
<b>Total Administration</b>	<b>-1.00</b>	<b>(47,327)</b>
<b><u>Office of Public Services</u></b>		
<b>Library Services</b>		
Sr. Library Assistant	-2.00	(72,353)
<b>Total Public Services</b>	<b>-2.00</b>	<b>(72,353)</b>
<b><u>Department of Public Works</u></b>		
<b>Operations</b>		
Maint. & Const. Supervisor	1.00	64,828
<b>Total Public Works</b>	<b>1.00</b>	<b>64,828</b>
<b><u>Department of Facilities Management</u></b>		
<b>Facilities Management</b>		
Project Coordinator	-1.00	(52,559)
Facilities Support Tech II	-2.00	(105,825)
<b>Total Facilities Management</b>	<b>-3.00</b>	<b>(158,384)</b>
<b><u>Office of Resource Stewardship</u></b>		
<b>Cooperative Extension</b>		
Maid	-0.20	(3,744)
<b>Solid Waste</b>		
Hazardous Materials Technician	-1.00	(42,708)
Maintenance Technician	-1.00	(39,049)
<b>Total Resource Stewardship</b>	<b>-2.20</b>	<b>(85,501)</b>
<b><u>Department of Development Support &amp; Environmental Management</u></b>		
<b>Permit and Code Services</b>		
Senior Compliance Specialist	-1.00	(58,851)
<b>Total DSEM</b>	<b>-1.00</b>	<b>(58,851)</b>
<b>Total Board of County Commissioners</b>	<b>-8.20</b>	<b>(357,588)</b>

Authorized Position Summary

**Board of County Commissioners**

Authorized Positions	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
	Actual	Adopted	Continuation	Issues	Tentative	Projected	Projected	Projected	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 2012	FY 2013	FY 2014	FY 2014	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
	Actual	Adopted	Continuation	Issues	Tentative	Projected	Projected	Projected	Projected
County Administration	3.00	3.00	3.00	0.00	3.00	3.00	3.00	3.00	3.00
Strategic Initiatives	8.00	9.00	10.00	0.00	10.00	10.00	10.00	10.00	10.00
Human Resources	13.00	12.00	12.00	0.00	12.00	12.00	12.00	12.00	12.00
Management Information Services	59.00	61.00	61.00	(1.00)	60.00	60.00	60.00	60.00	60.00
	83.00	85.00	86.00	(1.00)	85.00	85.00	85.00	85.00	85.00

**County Attorney's Office**

Authorized Positions	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
	Actual	Adopted	Continuation	Issues	Tentative	Projected	Projected	Projected	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 2012	FY 2013	FY 2014	FY 2014	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
	Actual	Adopted	Continuation	Issues	Tentative	Projected	Projected	Projected	Projected
PW Support Services	4.00	4.00	4.00	0.00	4.00	4.00	4.00	4.00	4.00
Operations	128.00	128.00	128.00	1.00	129.00	129.00	129.00	129.00	129.00
Engineering Services	34.00	32.00	32.00	0.00	32.00	32.00	32.00	32.00	32.00
Fleet Management	9.00	9.00	9.00	0.00	9.00	9.00	9.00	9.00	9.00
Parks & Recreation	26.00	28.00	28.00	0.00	28.00	28.00	28.00	28.00	28.00
	201.00	201.00	201.00	1.00	202.00	202.00	202.00	202.00	202.00

**Department of Development Support & Environmental Management**

Authorized Positions	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
	Actual	Adopted	Continuation	Issues	Tentative	Projected	Projected	Projected	Projected
Permit and Code Services	8.02	8.02	8.13	(1.00)	7.13	7.13	7.13	7.13	7.13
DS Support Services	4.12	4.12	3.92	0.00	3.92	3.92	3.92	3.92	3.92
Building Plans Review & Inspection	12.86	12.86	13.95	0.00	13.95	13.95	13.95	13.95	13.95
Environmental Services	14.00	14.00	14.00	0.00	14.00	14.00	14.00	14.00	14.00
Development Services	9.00	9.00	9.00	0.00	9.00	9.00	9.00	9.00	9.00
DEP Storage Tank	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
	50.00	50.00	51.00	(1.00)	50.00	50.00	50.00	50.00	50.00

**Department of Facilities Management**

Authorized Positions	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
	Actual	Adopted	Continuation	Issues	Tentative	Projected	Projected	Projected	Projected
Support Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Facilities Management	40.00	43.00	43.00	(3.00)	40.00	40.00	40.00	40.00	40.00
Real Estate Management	2.00	3.00	3.00	0.00	3.00	3.00	3.00	3.00	3.00
	42.00	46.00	46.00	(3.00)	43.00	43.00	43.00	43.00	43.00

**Department of PLACE**

Authorized Positions	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
	Actual	Adopted	Continuation	Issues	Tentative	Projected	Projected	Projected	Projected
Capital Reg Transportation Planning Agency	2.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Planning Department	28.00	26.00	26.00	0.00	26.00	26.00	26.00	26.00	26.00
Blueprint 2000	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	31.00	29.00	27.00	0.00	27.00	27.00	27.00	27.00	27.00

**Office of Financial Stewardship**

Authorized Positions	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
	Actual	Adopted	Continuation	Issues	Tentative	Projected	Projected	Projected	Projected
Office of Management and Budget	7.90	7.00	7.00	0.00	7.00	7.00	7.00	7.00	7.00
Purchasing	7.00	6.00	6.00	0.00	6.00	6.00	6.00	6.00	6.00
Risk Management	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	15.90	14.00	14.00	0.00	14.00	14.00	14.00	14.00	14.00

Authorized Position Summary

**Office of Economic Development & Business Partnerships**

Authorized Positions	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
	Actual	Adopted	Continuation	Issues	Tentative	Projected	Projected	Projected	Projected
Tourist Development	10.00	10.00	10.00	0.00	10.00	10.00	10.00	10.00	10.00
Economic Dev/Intergovernmental Affairs	4.00	4.00	3.00	0.00	3.00	3.00	3.00	3.00	3.00
M/W Small Business Enterprise	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
	16.00	16.00	15.00	0.00	15.00	15.00	15.00	15.00	15.00

**Office of Public Services**

Authorized Positions	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
	Actual	Adopted	Continuation	Issues	Tentative	Projected	Projected	Projected	Projected
Library Services	103.70	103.70	103.70	(2.00)	101.70	101.70	101.70	101.70	101.70
Emergency Medical Services	111.45	107.10	107.20	0.00	107.20	107.20	107.20	107.20	107.20
Animal Services	7.00	7.00	7.00	0.00	7.00	7.00	7.00	7.00	7.00
	222.15	217.80	217.90	(2.00)	215.90	215.90	215.90	215.90	215.90

**Office of Intervention & Detention Alternatives**

Authorized Positions	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
	Actual	Adopted	Continuation	Issues	Tentative	Projected	Projected	Projected	Projected
County Probation	18.00	17.00	17.00	0.00	17.00	17.00	17.00	17.00	17.00
Supervised Pretrial Release	15.00	15.00	15.00	0.00	15.00	15.00	15.00	15.00	15.00
Drug & Alcohol Testing	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
	35.00	34.00	34.00	0.00	34.00	34.00	34.00	34.00	34.00

**Office of Human Services & Community Partnerships**

Authorized Positions	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
	Actual	Adopted	Continuation	Issues	Tentative	Projected	Projected	Projected	Projected
Veteran Services	2.00	3.00	3.00	0.00	3.00	3.00	3.00	3.00	3.00
Volunteer Center	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
Housing Services	8.00	6.00	6.00	0.00	6.00	6.00	6.00	6.00	6.00
Health & Human Services	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
	14.00	13.00	13.00	0.00	13.00	13.00	13.00	13.00	13.00

**Office of Resource Stewardship**

Authorized Positions	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
	Actual	Adopted	Continuation	Issues	Tentative	Projected	Projected	Projected	Projected
Cooperative Extension	14.00	13.18	13.18	(0.18)	13.00	13.00	13.00	13.00	13.00
Office of Sustainability	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
Solid Waste	41.00	37.00	37.00	(2.00)	35.00	35.00	35.00	35.00	35.00
	57.00	52.18	52.18	(2.18)	50.00	50.00	50.00	50.00	50.00

**Constitutional**

Authorized Positions	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
	Actual	Adopted	Continuation	Issues	Tentative	Projected	Projected	Projected	Projected
Clerk of the Circuit Court	168.00	168.00	168.00	0.00	168.00	168.00	168.00	168.00	168.00
Property Appraiser	53.00	52.00	52.00	0.00	52.00	52.00	52.00	52.00	52.00
Sheriff	642.00	604.00	604.00	0.00	604.00	604.00	604.00	604.00	604.00
Supervisor of Elections	17.00	17.00	17.00	0.00	17.00	17.00	17.00	17.00	17.00
Tax Collector	86.00	86.00	86.00	0.00	86.00	86.00	86.00	86.00	86.00
	966.00	927.00	927.00	0.00	927.00	927.00	927.00	927.00	927.00

**Judicial**

Authorized Positions	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
	Actual	Adopted	Continuation	Issues	Tentative	Projected	Projected	Projected	Projected
Court Administration	3.00	4.18	3.00	0.00	3.00	3.00	3.00	3.00	3.00
Other Court-Related Programs	8.00	4.33	5.50	0.00	5.50	5.50	5.50	5.50	5.50
	11.00	8.50	8.50	0.00	8.50	8.50	8.50	8.50	8.50

**Non-Operating**

Authorized Positions	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
	Actual	Adopted	Continuation	Issues	Tentative	Projected	Projected	Projected	Projected
Other Non-Operating	0.00	0.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
	0.00	0.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
Total Full-Time Equivalents (FTE)	1,770.05	1,719.48	1,720.58	8.18	1,712.40	1,712.40	1,712.40	1,712.40	1,712.40

Authorized OPS Position Summary

**Department of Public Works**

OPS Positions	FY 2012 Actual	FY 2013 Adopted	FY 2014 Continuation	FY 2014 Issues	FY 2014 Tentative	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	FY 2018 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

**Office of Economic Development & Business Partnerships**

OPS Positions	FY 2011 Actual	FY 2012 Adopted	FY 2013 Continuation	FY 2013 Issues	FY 2013 Tentative	FY 2014 Projected	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected
Tourist Development	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00

**Office of Public Services**

OPS Positions	FY 2011 Actual	FY 2012 Adopted	FY 2013 Continuation	FY 2013 Issues	FY 2013 Tentative	FY 2014 Projected	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected
Library Services	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
Emergency Medical Services	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00

**Office of Resource Stewardship**

OPS Positions	FY 2011 Actual	FY 2012 Adopted	FY 2013 Continuation	FY 2013 Issues	FY 2013 Tentative	FY 2014 Projected	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected
Solid Waste	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00

**Constitutional**

OPS Positions	FY 2011 Actual	FY 2012 Adopted	FY 2013 Continuation	FY 2013 Issues	FY 2013 Tentative	FY 2014 Projected	FY 2015 Projected	FY 2016 Projected	FY 2017 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	7.00	7.00	7.00	0.00	7.00	7.00	7.00	7.00	7.00

Leon County Fical Year 2014 Adopted Budget

Total OPS Position Salary Funding

OPS Positions	FY 2013 Adopted	FY 2014 Budget	FY 2015 Budget	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget
<b>Public Works</b>						
Operations - Mosquito Control	86,399	85,552	87,263	89,008	90,788	92,604
Subtotal	<u>86,399</u>	<u>85,552</u>	<u>87,263</u>	<u>89,008</u>	<u>90,788</u>	<u>92,604</u>
<b>Econ. Dev &amp; Business Partnerships</b>						
Tourist Development	21,636	21,424	21,852	22,290	22,736	23,190
Subtotal	<u>21,636</u>	<u>21,424</u>	<u>21,852</u>	<u>22,290</u>	<u>22,736</u>	<u>23,190</u>
<b>Public Services</b>						
Library Services	25,211	24,964	25,463	25,972	26,491	27,021
Emergency Medical Services	60,109	59,536	62,531	65,695	69,020	72,512
Subtotal	<u>85,320</u>	<u>84,500</u>	<u>87,994</u>	<u>91,667</u>	<u>95,511</u>	<u>99,533</u>
<b>Resource Stewardship</b>						
Solid Waste - Hazardous Waste	16,030	16,190	16,514	16,844	17,181	17,525
Solid Waste - Rural Waste	27,912	27,639	28,192	28,756	29,331	29,918
Subtotal	<u>43,942</u>	<u>43,829</u>	<u>44,706</u>	<u>45,600</u>	<u>46,512</u>	<u>47,443</u>
<b>Constitutional</b>						
Supervisor of Elections	120,788	450,000	250,000	500,000	250,000	450,000
Subtotal	<u>120,788</u>	<u>450,000</u>	<u>250,000</u>	<u>500,000</u>	<u>250,000</u>	<u>450,000</u>
<b>Total OPS Funding</b>	<b><u>358,085</u></b>	<b><u>685,305</u></b>	<b><u>491,815</u></b>	<b><u>748,565</u></b>	<b><u>505,547</u></b>	<b><u>712,770</u></b>

Notes:

1. The amounts represented in this table do not include benefit costs.

Summary of Fund Balance & Retained Earnings (unaudited)

Org	Fund Title	FY11	FY12	FY 13 Estimate		Year End (A)	% Change(+/-)
		Actual	Actual	Rev	Exp.		
<b>General &amp; Fine and Forfeiture Funds *</b>							
001	General Fund	17,869,005	32,260,401	83,585,610	56,204,950	27,380,660	-15.13%
110	Fine and Forfeiture Fund	13,864,143	2,771,245	66,664,994	64,102,160	2,562,834	-7.52%
	<b>Subtotal:</b>	<b>31,733,147</b>	<b>35,031,646</b>	<b>150,250,604</b>	<b>120,307,110</b>	<b>29,943,495</b>	<b>-14.52%</b>
* The combined fund balances for the general and fine and forfeiture funds fall within the allowable range of the County Reserve Policy, which requires a minimum of 15% and a maximum of 30% reserve.							
<b>Special Revenue Funds</b>							
106	County Transportation Trust Fund	6,581,610	4,573,264	18,596,334	13,297,238	5,299,096	15.87%
111	Probation Services Fund	1,049,059	805,929	3,459,378	2,473,729	985,649	22.30%
114	Teen Court Fund	153,277	160,385	306,513	143,470	163,043	1.66%
116	Drug Abuse Trust Fund (B)	31,465	10,836	55,435	51,940	3,495	-67.75%
117	Judicial Programs Fund	197,711	7,804	205,617	205,617	0	-100.00%
120	Building Inspection Fund	461,848	726,101	1,961,380	1,115,075	846,305	16.55%
121	Growth Management Fund	993,612	947,700	3,998,585	3,047,066	951,519	0.40%
122	Mosquito Control Fund (C)	867,629	N/A	N/A	N/A	N/A	N/A
123	Stormwater Utility Fund	2,371,441	870,700	5,905,010	4,878,752	1,026,258	17.87%
124	Ship Trust Fund	60	181	144,581	144,581	0	N/A
125	Grants	235,925	194,169	16,931,531	16,678,142	253,389	30.50%
125	Capacity Fees (D)	1,421,785	1,399,517	1,550,518	1,550,518	0	-100.00%
126	Non-Countywide General Revenue Fund (C)	5,339,665	4,051,182	23,419,959	18,142,911	5,277,048	30.26%
127	Grants (E)	133,482	172,681	1,843,710	1,654,332	189,378	9.67%
130	911 Emergency Communications Fund	497,865	498,046	2,419,260	1,746,411	672,849	35.10%
131	Radio Communications Systems Fund (F)	996,376	576,864	1,214,249	1,065,791	148,458	-74.26%
135	Emergency Medical Services Fund (G)	6,576,061	8,850,568	24,235,680	16,360,299	7,875,381	-11.02%
140	Municipal Service Fund	3,651,748	2,837,041	8,938,587	7,209,946	1,728,642	-39.07%
145	Fire Services Fund	847,864	461,994	6,696,684	6,394,772	301,912	-34.65%
160	Tourist Development Fund (1st - 3rd & 5th Cent) (H)	987,699	1,588,471	4,950,265	3,540,416	1,409,849	-11.24%
160	Tourist Development Fund (4th Cent) (H)	4,094,990	4,094,990	4,927,670	1,404,809	3,522,861	-13.97%
161	Housing Finance Authority Fund	870,900	896,829	937,692	230,495	707,197	-21.14%
162	Special Assessment Paving Fund	603,459	1,140,261	1,602,389	332,460	1,269,929	11.37%
164	Killearn Lakes Units I and II Sewer	29,365	3,025	240,525	237,500	3,025	0.00%
165	Bank of America Building Operating Fund	2,914,032	2,599,522	4,051,616	1,362,941	2,688,675	3.43%
166	Huntington Oaks Plaza Fund	261,146	489,477	562,712	92,775	469,937	-3.99%
	<b>Subtotal:</b>	<b>42,170,073</b>	<b>37,957,536</b>	<b>139,155,879</b>	<b>103,361,984</b>	<b>35,793,895</b>	<b>-5.70%</b>
<b>Debt Service Funds</b>							
211	Debt Service - Series 2003 A&B	19,494	20,016	973,696	953,680	20,016	0.00%
216	Debt Service - Series 1998B	141,987	142,788	2,972,983	2,830,195	142,788	0.00%
220	Debt Service - Series 2004	126,575	126,836	5,224,855	5,098,019	126,836	0.00%
	<b>Subtotal:</b>	<b>288,056</b>	<b>289,641</b>	<b>9,171,535</b>	<b>8,881,894</b>	<b>289,641</b>	<b>0.00%</b>

Summary of Fund Balance & Retained Earnings (unaudited)

<u>Org</u>	<u>Fund Title</u>	<u>FY11</u>	<u>FY12</u>	<u>FY 13 Estimate</u>		<u>Year End (A)</u>	<u>% Change(+/-)</u>
		<u>Actual</u>	<u>Actual</u>	<u>Rev</u>	<u>Exp.</u>		
<b><u>Capital Projects Funds</u></b>							
305	Capital Improvements Fund (I)	45,905,556	44,952,099	46,133,561	31,205,393	14,928,168	-66.79%
306	Gas Tax Transportation Fund	2,344,364	2,759,818	4,148,866	3,778,572	370,294	-86.58%
308	Local Option Sales Tax Fund (J)	26,154,707	24,487,497	24,753,699	20,754,000	3,999,699	-83.67%
309	Local Option Sales Tax Extension Fund	7,748,941	8,123,268	18,867,463	15,939,902	2,927,561	-63.96%
311	Construction Series 2003 A&B Fund	362,124	159,818	161,672	155,179	6,493	-95.94%
318	1999 Bond Construction Fund	544,727	514,702	520,364	502,595	17,769	-96.55%
320	Construction Series 2005	819,954	836,491	845,940	830,830	15,110	-98.19%
321	Energy Savings Contract ESCO Capital Fund	29,535	19,961	20,193	0	20,193	1.16%
330	911 Capital Projects Fund	2,166,934	2,298,982	2,409,283	691,839	1,717,444	-25.30%
341	Countywide Road District Fund - Impact Fee	1,992,830	2,029,339	2,052,871	1,743,926	308,945	-84.78%
343	NW Urban Collector Fund - Impact Fee	468,636	437,226	442,424	378,284	64,140	-85.33%
344	SE Urban Collector Fund - Impact Fee	869,062	493,100	496,352	386,735	109,617	-77.77%
	<b>Subtotal:</b>	<b>89,407,370</b>	<b>87,112,300</b>	<b>100,852,687</b>	<b>76,367,255</b>	<b>24,485,432</b>	<b>-71.89%</b>
<b><u>Enterprise Funds</u></b>							
401	Solid Waste Fund (K)	6,998,573	6,116,122	15,833,072	10,945,028	4,888,044	-20.08%
	<b>Subtotal:</b>	<b>6,998,573</b>	<b>6,116,122</b>	<b>15,833,072</b>	<b>10,945,028</b>	<b>4,888,044</b>	<b>-20.08%</b>
<b><u>Internal Service Funds</u></b>							
501	Insurance Service Fund	7,494,505	2,234,940	5,234,669	3,023,631	2,179,328	-2.49%
502	Communications Trust Fund	43,712	53,359	535,054	481,695	0	N/A
505	Motor Pool Fund	(5,075)	15,242	3,528,177	3,389,369	0	N/A
	<b>Subtotal:</b>	<b>7,533,142</b>	<b>2,303,541</b>	<b>9,297,900</b>	<b>6,894,695</b>	<b>2,179,328</b>	<b>-5.39%</b>
<b>TOTAL:</b>		<b>178,130,361</b>	<b>168,810,786</b>	<b>424,561,677</b>	<b>326,757,966</b>	<b>97,579,834</b>	<b>-42.20%</b>

Notes:

- A. Balances are estimated as year ending for FY 2013 and may be changed pending final audit adjustments. The Board approved the use of \$4.14 million of General revenue fund balance to balance the FY 2014 budget at the July 2013 Budget Workshop. The FY 2013 estimated year General/Fine & Forfeiture fund balance figure does not reflect the drawdown of the fund balance.
- B. The reduction in fund balance is due to the decline in revenue from this program associated with fee waivers. The Court Administration is currently reviewing the program to see how it can be funded within the existing revenue stream.
- C. The Mosquito Control fund was closed at the end FY12 and the remaining fund balance transferred to the Capital Improvements Fund. Revenues and Expenditures related to Mosquito Control are budgeted in the General Fund for FY14.
- D. The fund balance reflects the portion of the grant fund that relates to the collection of fees that are not truly grants but need to be placed in a discrete funding account such as the fee in lieu of sidewalks and concurrency capacity payments.
- E. This fund is used to separate grants that are interest bearing grants.
- F. The Radio Communications Systems Fund is used to account for the new radio system for Joint Dispatch. These funds were previously reflected in Fund 331.
- G. The Emergency Medical Services (EMS) fund balance reflects a decrease due to lower revenues forecasted based on a historical percentage of transport billings collected trending slightly lower.
- H. The Tourist Development Tax is reflected in two separate fund balances: the first three cents supports the Tourist Development Council activities and the fourth cent is dedicated towards the Performing Arts Center. The Board approved the utilization of \$234,500 in FY14 from the 1st-3rd & 5th cent fund balance to support the Red Hills Horse Trials, the development of the Word of the South Festival, and additional marketing activities related to several new amenities that in not reflected in the FY13 year end estimate.
- I. The fund balance reflects the remaining capital reserves budgeted during FY 2011 as a "sinking fund" for maintaining existing County infrastructure for the next five years.
- J. The reduction in fund balance reflects capital reserves budgeted during FY 2011 as a "sinking fund" for maintaining existing infrastructure associated with the initial local option tax for the next five to eight years.
- K. Amount reflected is unrestricted retained earnings.

Summary of Fund Balance and County Reserves Policy

Fund	Fund Title	FY13	Policy (A)			FY14: Fund Balance Allocation (B)		
		Yr Ending Est. Bal. (B)	FY14 Tentative Budget	Minimum 15% Budget	Maximum 30% Budget	Budgeted For Spending	Emergency Contingency & Cash Flow	Available for Future Allocation
<b>General &amp; Fine and Forfeiture Funds</b>								
001	General Fund	27,380,660	57,051,670	8,557,751	17,115,501	4,142,795	23,237,865	
110	Fine and Forfeiture Fund	<u>2,562,834</u>	<u>66,095,977</u>	<u>9,914,397</u>	<u>19,828,793</u>	<u>0</u>	<u>2,562,834</u>	
	<b>Subtotal:</b>	<b>29,943,495</b>	<b>123,147,647</b>	<b>18,472,147</b>	<b>36,944,294</b>	<b>4,142,795</b>	<b>25,800,700</b>	<b>0</b>
<b>Special Revenue Funds (C)</b>								
106	County Transportation Trust Fund	5,299,096	12,616,589	<b>1,892,488</b>	<b>3,784,977</b>	0	3,784,977	1,514,120
111	Probation Services Fund	985,649	2,800,461	<b>420,069</b>	<b>840,138</b>	0	840,138	145,510
114	Teen Court Fund	163,043	168,268	<b>25,240</b>	<b>50,480</b>	28,238	50,480	84,325
116	Drug Abuse Trust Fund	0	48,450	<b>7,268</b>	<b>14,535</b>	0	0	0
117	Judicial Programs Fund	0	190,000	<b>28,500</b>	<b>57,000</b>	0	0	0
120	Building Inspection Fund	846,305	1,339,307	<b>200,896</b>	<b>401,792</b>	121,787	401,792	322,726
121	Growth Management Fund	951,519	3,221,614	<b>483,242</b>	<b>966,484</b>	278,076	673,443	0
123	Stormwater Utility Fund	1,026,258	4,449,346	<b>667,402</b>	<b>1,334,804</b>	0	1,026,258	0
124	Ship Trust Fund	0	0	<b>0</b>	<b>0</b>	0	0	0
125	Grants	253,389	638,516	<b>95,777</b>	<b>191,555</b>	0	191,555	61,834
126	Non-Countywide General Revenue Fund	5,277,048	18,776,087	<b>2,816,413</b>	<b>5,632,826</b>	0	5,277,048	0
127	Grants	189,378	60,000	<b>9,000</b>	<b>18,000</b>	0	18,000	171,378
130	911 Emergency Communications Fund	672,849	1,267,300	<b>190,095</b>	<b>380,190</b>	0	380,190	292,659
131	Radio Communications Systems Fund	148,458	1,092,861	<b>163,929</b>	<b>327,858</b>	99,217	49,241	0
135	Emergency Medical Services Fund	7,875,381	16,157,605	<b>2,423,641</b>	<b>4,847,282</b>	1,153,836	4,847,282	1,874,263
140	Municipal Service Fund	1,728,642	5,936,335	<b>890,450</b>	<b>1,780,901</b>	0	1,728,642	0
145	Fire Services Fund	301,912	7,139,672	<b>1,070,951</b>	<b>2,141,902</b>	0	301,912	0
160	Tourist Development Fund - 1st - 3rd & 5th Cent	1,409,849	3,982,156	<b>597,323</b>	<b>1,194,647</b>	410,662	999,187	0
160	Tourist Development Fund - 4th Cent	3,522,861	824,743	<b>123,711</b>	<b>247,423</b>	0	247,423	3,275,438
161	Housing Finance Authority Fund	707,197	30,210	<b>4,532</b>	<b>9,063</b>	0	9,063	698,134
162	Special Assessment Paving Fund	1,269,929	339,400	<b>50,910</b>	<b>101,820</b>	0	101,820	1,168,109
164	Killearn Lakes Units I & II Sewer	3,025	237,500	<b>35,625</b>	<b>71,250</b>	0	3,025	0
165	Bank of America Building Operating Fund	2,688,675	2,036,813	<b>305,522</b>	<b>611,044</b>	451,273	611,044	1,626,358
166	Huntington Oaks Plaza Fund	<u>469,937</u>	<u>233,990</u>	<u>35,099</u>	<u>70,197</u>	<u>53,614</u>	<u>70,197</u>	<u>346,126</u>
	<b>Subtotal:</b>	<b>35,790,401</b>	<b>83,587,223</b>	<b>12,538,083</b>	<b>25,076,167</b>	<b>2,596,703</b>	<b>21,612,718</b>	<b>11,580,980</b>
<b>Debt Service Funds</b>								
211	Debt Service - Series 2003 A&B	20,016	<b>Debt Service:</b>			1,200	0	18,816
216	Debt Service - Series 1998B	142,788	The County transfers the necessary funds to			0	0	142,788
220	Debt Service - Series 2005	<u>126,836</u>	make debt service payments on an as needed			<u>0</u>	<u>0</u>	<u>126,836</u>
	<b>Subtotal:</b>	<b>289,641</b>	basis. Any balances will be utilized to support			<b>1,200</b>	<b>0</b>	<b>288,441</b>
			future debt service requirements.					
<b>Capital Projects Funds (D)</b>								
305	Capital Improvements Fund	14,928,168	<b>Capital Projects:</b>			5,425,150	n/a	9,503,018
306	Gas Tax Transportation Fund	370,294	Actual project balances will be carried forward			0	n/a	370,294
308	Local Option Sales Tax Fund	3,999,699	into the new fiscal year. Capital projects do not			3,999,699	n/a	0
309	Local Option Sales Tax Ext. Fund	2,927,561	require reserves for cash flow as all funding is			173,215	n/a	2,754,346
311	Construction Series 2003 A&B Fund	6,493	accumulated prior to a project commencing.			0	n/a	6,493
318	1999 Bond Construction Fund	17,769	Excess funds in specific capital project funds			0	n/a	17,769
320	Construction Series 2005	15,110	are available for future capital project needs.			0	n/a	15,110
321	Energy Savings Contract ESCO Capital Fund	20,193	Many of the funds have specific constraints			0	n/a	20,193
330	911 Capital Projects Fund	1,717,444	based on the revenue source (i.e. 9-1-1 funding,			0	n/a	1,717,444
341	Countywide Road District Fund	308,945	etc.).			0	n/a	165,533
343	NW Urban Collector Fund - Impact Fee	64,140				0	n/a	55,077
344	SE Urban Collector Fund - Impact Fee	109,617				<u>0</u>	<u>n/a</u>	<u>100,175</u>
	<b>Subtotal:</b>	<b>24,485,432</b>				<b>9,598,064</b>	<b>0</b>	<b>14,725,452</b>
<b>Enterprise Funds (D)</b>								
401	Solid Waste Fund (E)	<u>4,888,044</u>	<u>10,020,777</u>	<u>1,503,117</u>	<u>3,006,233</u>	<u>273,399</u>	<u>3,006,233</u>	<u>0</u>
	<b>Subtotal:</b>	<b>4,888,044</b>	<b>10,020,777</b>	<b>1,503,117</b>	<b>3,006,233</b>	<b>273,399</b>	<b>3,006,233</b>	<b>0</b>
<b>Internal Service Funds (D)</b>								
501	Insurance Service Fund	2,179,328	3,086,594	<b>462,989</b>	<b>925,978</b>	0	2,179,328	0
502	Communications Trust Fund	0	502,690	<b>75,404</b>	<b>150,807</b>	0	0	0
505	Motor Pool Fund	<u>0</u>	<u>3,237,600</u>	<u>485,640</u>	<u>971,280</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Subtotal:</b>	<b>2,179,328</b>	<b>6,826,884</b>	<b>1,024,033</b>	<b>2,048,065</b>	<b>0</b>	<b>2,179,328</b>	<b>0</b>
<b>TOTAL:</b>		<b>97,576,340</b>	<b>223,582,531</b>	<b>33,537,380</b>	<b>67,074,759</b>	<b>16,612,161</b>	<b>52,598,979</b>	<b>26,594,872</b>

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.

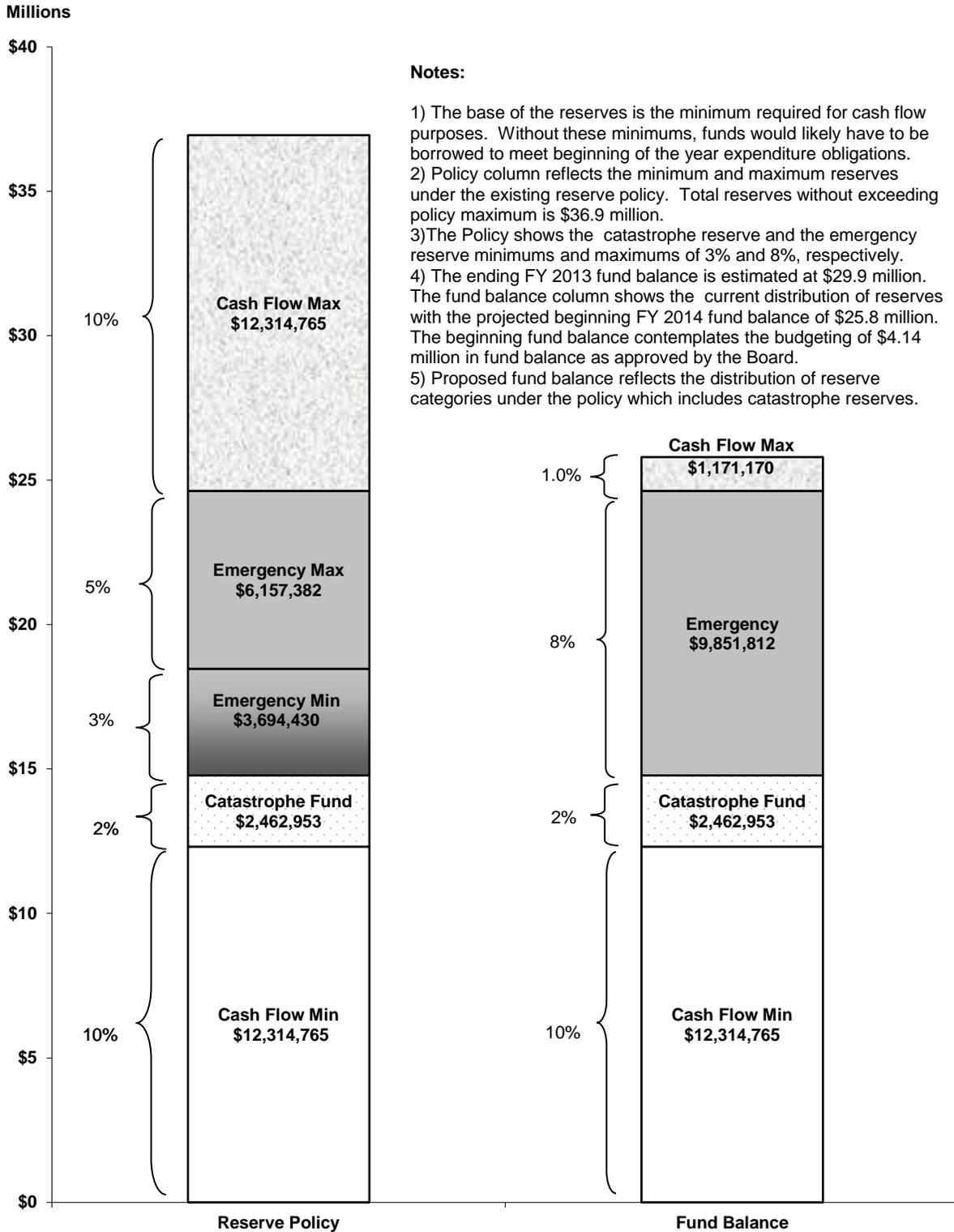
3. Utilization of Fund Balance

- 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 2014 Budget.
- B. The "Fund Balance Allocation" reflects three categories. The "Budgeted for Spending" indicates fund balance being utilized in the FY 2014 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 2013 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 2013 estimated balance is based on current Solid Waste proforma projections.

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



**Notes:**

- 1) The base of the reserves is the minimum required for cash flow purposes. Without these minimums, funds would likely have to be borrowed to meet beginning of the year expenditure obligations.
- 2) Policy column reflects the minimum and maximum reserves under the existing reserve policy. Total reserves without exceeding policy maximum is \$36.9 million.
- 3) The Policy shows the catastrophe reserve and the emergency reserve minimums and maximums of 3% and 8%, respectively.
- 4) The ending FY 2013 fund balance is estimated at \$29.9 million. The fund balance column shows the current distribution of reserves with the projected beginning FY 2014 fund balance of \$25.8 million. The beginning fund balance contemplates the budgeting of \$4.14 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 2014 Fund Balance

Leon County Fiscal Year 2014 Adopted Budget

Debt Service Schedule

**General Obligation Bonds**

No outstanding issues.

**Non Self-Supporting Revenue Debt**

Description	Purpose	Pledge/ Security	Original Principal Amount	Outstanding Principal Amount	FY13/14 Principal Payment	Remaining Principal	Final Maturity Date
<b>Series 2012A:</b> Tax Exempt & <b>Series 2012B:</b> Taxable	These bonds were issued to fund the acquisition of the Bank of America (BOA) building and for major repairs and renovations to the existing County Courthouse facility.	The pledged revenues for these bonds include guaranteed entitlement revenue, Local Government Half Cent Sales Tax, State Revenue Sharing, Race Track funds and other non-ad valorem revenue sources.	\$21,223,000	\$21,223,000	\$119,000	\$21,104,000	2020
<b>Series 2005:</b>	This bond was issued to fully refund the Parks and Recreation Bond Series 1998A and to refund a portion of the Stormwater Bond Series 1997 and a portion of the Capital Improvement Revenue Bond Series 1999. This bond was also issued to fund the relocation of the Growth and Environmental Management facility, the construction of a public library and renovations to the County Courthouse building.		\$54,695,000	\$44,505,000	\$3,090,000	\$41,415,000	2025
<b>ESCO Lease:</b>	This lease was entered into to fund the acquisition of various facility improvement measures including lighting upgrades, HVAC systems, an energy management system and water/sewer improvements.	The energy efficiency improvements will offset the cost of the lease.	\$4,466,238	\$2,959,369	\$391,456	\$2,567,912	2018
<b>TOTAL:</b>			<b>\$80,384,238</b>	<b>\$68,687,369</b>	<b>\$3,600,456</b>	<b>\$65,086,912</b>	

## 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** Non-Countywide General Revenue (126) **\$5,967,235**: 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.

Supervisor of Elections (060) **from** General Fund (001) **\$3,751,522**: 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) **\$1,076,400**: The County maintains one engineering division. Within this division are transportation and stormwater engineers. To avoid having gas taxes (which are the main source of revenue contained in the Transportation Fund) support unrelated activities, a transfer from the Stormwater Utility offsets the engineering cost provided to the stormwater utility.

Transportation Trust Fund (106) **from** Non-Countywide General Revenue (126) **\$1,809,879**: Gas tax revenues are insufficient to support transportation related activities. This transfer provides additional general revenues to offset the shortfall. At the July 8, 2013 FY 2014 Budget Workshop, the Board approved levying the additional five-cent gas tax and directed staff to hold the estimated \$2.0 gas tax revenue in a reserve account until its use is determined at the September 10, 2013 Board meeting.

Probation Services (111) **from** General Fund (001) **\$1,776,076**: The transfer provides the necessary revenue to offset the gap between the fees generated in pre-trial/probation and the cost of the programs.

Growth Management (121) **from** Non-Countywide General Revenue (126) **\$2,250,988**: 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. Prior to FY 2011, the general revenue support for this fund was approximately 50% of expenses. Due to the continued weak economy, the subsidy for FY 2014 is 69%.

Stormwater Utility (123) **from** Transportation Trust (106) **\$800,000**: The stormwater operations function provides road side swale maintenance on behalf of the transportation network. On May 28, 2013, the Board approved increasing the stormwater non ad valorem assessment to provide support for stormwater program activities. This assessment increase was supported by the stormwater rate study commissioned by the Board during FY 2012.

Stormwater Utility (123) **from** Non-Countywide General Revenue (126) **\$405,105**: 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 the elimination of most of the general revenue subsidy provided for the program associated with the increased stormwater non ad valorem assessment.

Grants (125) **from** Non-Countywide General Revenue (126) **\$245,963**: This transfer provides matching funds for state and federal grants, including emergency management.

**Special Revenue Funds Continued**

Radio Communication Systems (131) **from** General Fund (001) **\$650,000**: This transfer provides funds acquired for the capital costs for the 800 Mhz radio system to support the operating requirements of the system subsequent to the completion of the capital project.

Municipal Services (140) **from** Non-Countywide General Fund (126) **\$608,545**: This transfer supports unincorporated area activities such as Animal Control and Parks and Recreation.

**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** Special Assessment Paving (162) **\$332,800**: As part of the County Accepted Roadways and Drainage Systems program, individual neighborhoods agree to repay for paving projects. These funds are then transferred on an annual basis to support additional capital projects.

Gas Tax Transportation (306) **from** Transportation Trust (106) **\$1,831,200**: The transfer is to support transportation fund vehicle and equipment replacements, pavement markings and road-related stormwater capital projects funded from the gas tax.

911 Capital Projects (330) **from** 911 Emergency Communications (130) **\$155,914**: This transfer provides funding for future capital through the transfer of excess emergency 911 fees.

**Enterprise Funds**

Solid Waste (401) **from** Non-Countywide General Revenue (126) **\$280,190**: The transfer is necessary as the tipping fees and non-ad valorem assessment currently supporting the Solid Waste Fund are not sufficient to fund the entire cost of the program. On May 28, 2013, the Board approved charging a fee for the use of Rural Waste Services Centers located in unincorporated Leon County. This new fee allows for the elimination of the RWSCs subsidy for the RWSCs and reduction of the waste disposal subsidy.

Leon County Fiscal Year 2014 Adopted Budget

Schedule of Transfers

<u>Fund #</u>	<u>Transfer To</u>	<u>Fund #</u>	<u>Transfer From</u>	<u>Transfer Amount</u>
<b>General Funds</b>				
001	General Fund	126	Non-Countywide General Revenue	5,967,235
060	Supervisor of Elections	001	General Fund	3,751,522
<b>Subtotal</b>				<b>9,718,757</b>
<b>Special Revenue Funds</b>				
106	Transportation Trust	123	Stormwater Utility	1,076,400
106	Transportation Trust	126	Non-Countywide General Revenue	1,809,879
111	Probation Services	001	General Fund	1,776,076
121	Growth Management	126	Non-Countywide General Revenue	2,250,988
123	Stormwater Utility	106	Transportation Trust	800,000
123	Stormwater Utility	126	Non-Countywide General Revenue	405,105
125	Grants	126	Non-Countywide General Revenue	245,963
131	Radio Communications Systems	001	General Fund	650,000
140	Municipal Services	126	Non-Countywide General Revenue	608,545
<b>Subtotal</b>				<b>9,622,956</b>
<b>Debt Service Funds</b>				
211	Bond Series 2012A & 2012B	126	Non-Countywide General Revenue	144,847
211	Bond Series 2012A & 2012B	165	Bank of America Building Operations	434,540
220	Bond Series 2005	001	General Fund	416,804
220	Bond Series 2005	126	Non-Countywide General Revenue	7,063,335
220	Bond Series 2005	140	Municipal Services	326,616
220	Bond Series 2005	160	Tourism Development	163,451
221	ESCO Lease	001	General Fund	484,514
<b>Subtotal</b>				<b>9,034,107</b>
<b>Capital Projects Funds</b>				
305	Capital Improvements	162	Co. Accepted Roadways & Drainage System	332,800
306	Gas Tax Transportation	106	Transportation Trust	1,831,200
330	911 Capital Projects	130	911 Emergency Communications	155,914
<b>Subtotal</b>				<b>2,319,914</b>
<b>Enterprise Funds</b>				
401	Solid Waste	126	Non-Countywide General Revenue	280,190
<b>Subtotal</b>				<b>280,190</b>
<b>TOTAL:</b>				<b>\$30,975,924</b>

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Internal Service Funds	6 - 58

**Basis of Budget**

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

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

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

The budgets of the proprietary funds 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 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 2014 Adopted Budget

Fund Revenue By Source

Fund	Property Tax MSTU or Assmt	State Gas Tax	Local Gas Tax	State Revenue Sharing	1/2 Cent Sales Tax	Local Sales Tax	PST and CST (1)	Fund Balance (2)	Fines	Fees & Licenses (3)	Transfers	Other Revenue (4)	Total Budgeted Revenue
001 General Fund	39,811,851							4,142,795		2,292,679	5,117,235	4,687,110	56,051,670
060 Supervisor of Elections											3,751,522		3,751,522
106 Transportation Trust		3,623,400	4,586,600							137,655	3,886,279	382,655	12,616,589
110 Fine and Forfeiture	64,887,387								95,000	837,995		275,595	66,095,977
111 Probation Services									999,780		1,776,076	24,605	2,800,461
114 Teen Court								28,238		140,030			168,268
116 Drug Abuse Trust										48,450			48,450
117 Judicial Programs										190,000			190,000
120 Building Inspection								121,787		1,201,370		16,150	1,339,307
121 Growth Management								278,076	16,625	652,650	2,250,988	23,275	3,221,614
123 Stormwater Utility										3,203,866	1,205,105	40,375	4,449,346
125 Grants											245,963	392,553	638,516
126 Non-Countywide Gen Rev				4,420,731	10,583,000		3,365,850			406,506			18,776,087
127 Grants - Interest Bearing												60,000	60,000
130 9-1-1 Emergency Comm				1,267,300									1,267,300
131 Radio Comm Systems								99,217	335,759		650,000	7,885	1,092,861
135 Emergency Medical Svcs	6,296,259							1,153,836		8,303,000		404,510	16,157,605
140 Municipal Services							5,212,745			22,990	608,545	92,055	5,936,335
145 Fire Rescue Service										7,139,672			7,139,672
160 Tourist Development						4,225,743		410,662				170,494	4,806,899
161 Housing Fin Authority										30,210			30,210
162 Special Assess. 2/3 Paving												339,400	339,400
164 Special Assess. - Killlearn												237,500	237,500
165 Bank of America Building								451,273		68,305		1,517,235	2,036,813
166 Huntington Oaks Plaza								53,614				180,376	233,990
211 Bond Series 2003								1,200			579,387	0	580,587
220 Bond Series 2005											7,970,206		7,970,206
221 ESCO Lease											484,514		484,514
305 Capital Improvements								5,425,150			182,800	430,730	6,038,680
306 Transportation			2,000,000								831,200		2,831,200
308 Sales Tax								3,999,699				108,585	4,108,284
309 Sales Tax - Extension						3,593,850		173,215				82,935	3,850,000
330 9-1-1 Capital Projects											155,914	38,950	194,864
401 Solid Waste								273,399		8,956,563	280,190	510,625	10,020,777
501 Insurance Service												3,086,594	3,086,594
502 Communications Trust												502,690	502,690
505 Motor Pool												3,237,600	3,237,600
<b>Total</b>	110,995,497	3,623,400	6,586,600	5,688,031	10,583,000	7,819,593	8,578,595	16,612,161	1,447,164	33,631,941	29,975,924	16,850,482	<b>222,416,464</b>

Notes:

The \$222,416,464 total budgeted revenue is net of interfund Transfers.

1. The Public Services Taxes (PST) on utilities is estimated to provide \$5.2 million in funding for Fund 140 Municipal Services, and Communications Services Taxes (CST) is estimated to provide \$3.3 million in funding for Fund 126 Non-Countywide General Revenue.

2. Appropriated Fund Balance amount for FY 2013.

3. Fees and Assessments account for \$29.6 million of the \$31.6 million in revenue, licenses account for \$2.0 million (\$1.1 million to Fund 120 Building Inspection, \$0.5 million to Fund 121 Growth Management, and \$0.4 million to Fund 126 Non-Countywide General Revenue). \$7.1 million is for Fire Services of which \$161,482 is budgeted as delinquent fees .

4. Other Revenue include funding from interest, rents and royalties, grants, intergovernmental reimbursements, departmental billings, and other miscellaneous revenue.

# Leon County Fiscal Year 2014 Adopted Budget

## Summary of All Funds

		FY 2012 Actual	FY 2013 Adopted	FY 2014 Requested	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned
<b>Millage Rates</b>									
General Countywide		7.8500	8.3144	8.3144	8.3144	8.6665	8.7492	8.5973	8.5655
Primary Healthcare MSTU		0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
EMS MSTU		0.500	0.500	0.500	0.500	0.500	0.500	0.500	0.500
<b>General Fund</b>	<b>001</b>	<b>53,628,367</b>	<b>55,030,468</b>	<b>57,920,927</b>	<b>57,051,670</b>	<b>59,780,795</b>	<b>61,927,035</b>	<b>61,209,096</b>	<b>62,659,438</b>
<b>Special Revenue Funds</b>									
Supervisor of Elections	060	4,483,391	3,054,968	4,051,522	3,751,522	3,518,626	4,784,866	3,557,413	3,959,000
Transportation Trust	106	14,961,319	13,340,496	13,450,211	13,616,589	14,980,576	15,091,595	15,239,750	15,395,664
Fine and Forfeiture	110	76,870,335	64,002,160	66,495,977	66,095,977	67,282,256	69,061,736	70,853,282	72,714,164
Probation Services	111	2,897,498	2,633,554	2,804,007	2,800,461	2,816,414	2,875,420	2,935,927	2,998,051
Teen Court	114	133,305	143,470	189,485	168,268	168,937	175,056	181,270	185,529
Drug Abuse Trust	116	74,386	47,770	48,630	48,450	48,925	49,205	49,485	49,860
Judicial Programs	117	388,413	263,584	280,508	190,000	190,952	191,900	192,852	193,896
Building Inspection	120	1,076,190	1,200,631	1,339,307	1,339,307	1,341,468	1,368,371	1,395,938	1,424,209
Growth Management	121	3,096,106	3,202,482	3,221,614	3,221,614	3,233,740	3,304,309	3,376,516	3,450,597
Mosquito Control	122	1,611,800	-	-	-	-	-	-	-
Stormwater Utility	123	6,418,062	5,106,249	4,449,346	4,449,346	4,481,360	4,596,212	4,629,006	4,705,660
SHIP Trust	124	251,244	-	-	-	-	-	-	-
Grants	125	9,775,704	616,543	655,371	638,516	638,612	644,646	650,815	657,137
Non-Cntywide Gen. Rev.	126	20,568,991	18,142,911	19,764,302	18,776,087	19,068,591	19,404,327	19,701,003	20,176,494
Grants	127	62,768	60,000	60,000	60,000	60,000	60,000	60,000	60,000
9-1-1 Emergency Communication	130	1,311,058	1,170,400	1,267,300	1,267,300	1,268,250	1,269,200	1,271,100	1,272,050
Radio Communication Systems	131	991,263	1,065,791	1,092,861	1,092,861	1,120,817	1,139,931	1,159,618	1,179,896
EMS MSTU	135	15,475,580	16,276,284	16,659,472	16,157,605	16,464,341	16,921,403	17,236,402	17,448,646
Municipal Services	140	8,160,727	6,616,465	5,937,154	5,936,335	6,068,469	6,132,910	6,450,920	6,617,360
Fire Rescue Services	145	8,172,208	6,394,772	7,139,672	7,139,672	7,206,243	7,273,481	7,341,392	7,409,981
Tourist Development	160	3,666,218	4,203,972	4,812,399	4,806,899	4,706,641	4,741,057	4,923,879	5,114,015
Housing Finance Authority	161	25,465	30,495	30,210	30,210	29,925	29,925	29,925	29,925
Special Assessment. Paving	162	318,932	332,460	339,400	339,400	333,159	304,380	298,411	235,341
Killearn Lakes Units I and II Sewer	164	233,535	237,500	237,500	237,500	237,500	237,500	237,500	237,500
Bank of America Building	165	1,697,244	2,319,458	2,036,813	2,036,813	1,983,402	1,773,635	1,667,246	1,691,568
Huntington Oaks Plaza	166	137,948	251,791	378,990	233,990	329,043	364,098	134,155	159,213
<b>Subtotal</b>		<b>182,859,691</b>	<b>150,714,206</b>	<b>156,742,051</b>	<b>154,434,722</b>	<b>157,578,248</b>	<b>161,795,164</b>	<b>163,573,806</b>	<b>167,365,757</b>
<b>Debt Service Funds</b>									
Series 2003A & 2003B	211	955,280	954,880	580,587	580,587	581,080	581,483	580,798	7,076,046
Series 1998B	216	2,719,003	2,830,195	-	-	-	-	-	-
Series 2005	220	5,101,225	5,098,019	7,970,206	7,970,206	7,977,181	7,971,581	7,703,981	730,631
ESCO Lease	221	484,514	484,513	484,514	484,514	484,514	484,514	484,514	484,514
<b>Subtotal</b>		<b>9,260,021</b>	<b>9,367,607</b>	<b>9,035,307</b>	<b>9,035,307</b>	<b>9,042,775</b>	<b>9,037,578</b>	<b>8,769,293</b>	<b>8,291,191</b>
<b>Capital Projects Fund</b>									
Capital Improvements	305	18,095,683	6,744,470	9,920,815	6,038,680	7,134,780	6,251,780	5,499,530	4,559,530
Transportation Improvements	306	3,214,764	1,355,200	2,158,700	1,831,200	3,088,200	2,965,200	2,899,200	2,835,200
Sales Tax	308	2,173,148	8,294,036	4,108,284	4,108,284	1,407,084	896,669	0	0
Sales Tax - Extension	309	5,035,839	3,439,190	3,850,000	3,850,000	6,967,035	3,859,185	3,953,235	4,050,000
Series 2003A & 2003B	311	206,944	-	-	-	-	-	-	-
Series 1999 Construction	318	37,552	-	-	-	-	-	-	-
Series 2005 Construction	320	0	300,000	-	-	-	-	-	-
ESCO Capital Projects	321	9,927	-	-	-	-	-	-	-
9-1-1 Capital Projects	330	0	115,828	194,864	194,864	202,039	202,834	204,575	205,361
Impact Fee - Countywide Rd.	341	3,627	-	-	-	-	-	-	-
Impact Fee - NW Urban Coll.	343	38,782	-	-	-	-	-	-	-
Impact Fee - SE Urban Coll.	344	383,991	-	-	-	-	-	-	-
<b>Subtotal</b>		<b>29,200,257</b>	<b>20,248,724</b>	<b>20,232,663</b>	<b>16,023,028</b>	<b>18,799,138</b>	<b>14,175,668</b>	<b>12,556,540</b>	<b>11,650,091</b>
<b>Enterprise Funds</b>									
Solid Waste	401	11,141,167	11,767,045	11,139,114	10,020,777	10,422,249	10,307,696	10,407,525	10,098,458
<b>Subtotal</b>		<b>11,141,167</b>	<b>11,767,045</b>	<b>11,139,114</b>	<b>10,020,777</b>	<b>10,422,249</b>	<b>10,307,696</b>	<b>10,407,525</b>	<b>10,098,458</b>
<b>Internal Service Funds</b>									
Insurance Service	501	7,749,548	3,055,341	3,086,594	3,086,594	3,086,594	3,086,594	3,086,594	3,086,594
Communications Trust	502	469,941	481,695	502,690	502,690	502,690	502,690	502,690	502,690
Motor Pool	505	2,794,087	3,512,935	3,248,752	3,237,600	3,296,265	3,329,228	3,362,520	3,396,146
<b>Subtotal</b>		<b>11,013,576</b>	<b>7,049,971</b>	<b>6,838,036</b>	<b>6,826,884</b>	<b>6,885,549</b>	<b>6,918,512</b>	<b>6,951,804</b>	<b>6,985,430</b>
<b>TOTAL:</b>		<b>297,103,079</b>	<b>254,178,021</b>	<b>261,908,098</b>	<b>253,392,388</b>	<b>262,508,754</b>	<b>264,161,653</b>	<b>263,468,064</b>	<b>267,050,365</b>
<i>Less Interfund Transfers</i>		<i>64,275,141</i>	<i>31,087,517</i>	<i>31,663,528</i>	<i>30,975,924</i>	<i>34,897,610</i>	<i>36,488,667</i>	<i>35,836,497</i>	<i>37,616,233</i>
<b>TOTAL NET OF TRANS:</b>		<b>232,827,938</b>	<b>223,090,504</b>	<b>230,244,570</b>	<b>222,416,464</b>	<b>227,611,144</b>	<b>227,672,986</b>	<b>227,631,567</b>	<b>229,434,132</b>

# Leon County Fiscal Year 2014 Adopted Budget

## General Fund (001)

Fund Type: General Fund

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

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Ad Valorem - General Fund	311110	44,308,080	41,891,740	41,907,212	39,811,851	44,694,088	46,206,625	45,794,635	47,529,467
Delinquent Taxes	311200	-	-	400,000	380,000	380,000	380,000	380,000	380,000
Delinquent Taxes 2003	311203	(6)	-	-	-	-	-	-	-
Delinquent Taxes 2004	311204	78	-	-	-	-	-	-	-
Delinquent Taxes 2005	311205	87	-	-	-	-	-	-	-
Delinquent Taxes 2006	311206	431	-	-	-	-	-	-	-
Delinquent Taxes 2007	311207	10,055	-	-	-	-	-	-	-
Delinquent Taxes 2008	311208	15,623	-	-	-	-	-	-	-
Delinquent Taxes 2009	311209	86,946	-	-	-	-	-	-	-
Delinquent Taxes - 2010	311210	536,113	-	-	-	-	-	-	-
Tourist Development (3 Cents & 5th Cent)	312100	33,873	33,440	44,000	41,800	42,887	44,650	46,550	48,450
Tourist Development (1 Cent)	312110	8,463	8,360	8,800	8,360	8,550	8,930	9,310	9,690
Federal Payments in Lieu of Taxes	333000	186,382	-	175,000	166,250	166,250	166,250	166,250	166,250
State Library Aid	334710	152,964	145,316	165,913	157,617	157,617	157,617	157,617	157,617
COT Reimbursement for PSC	337220	108,844	667,403	898,917	898,917	943,034	1,021,023	1,032,826	1,044,968
GIS	337300	839,500	1,026,255	1,129,965	1,129,965	1,129,965	1,129,965	1,129,965	1,129,965
CRTPA Reimbursement	337401	218,262	217,461	452,082	452,082	460,936	469,991	478,353	488,717
Blueprint 2000 Reimbursement	337402	62,875	62,508	59,195	59,195	60,603	62,052	63,538	65,061
Payments In Lieu Of Taxes	339100	29,603	19,950	-	-	-	-	-	-
FS 29.0085 Court Technology	341150	-	296,875	468,300	444,885	444,885	444,885	444,885	444,885
\$2.00 IT Added Court Cost FS 28.24(12)	341160	355,094	-	-	-	-	-	-	-
Zoning Fees	341200	300	-	-	-	-	-	-	-
GIS User Fees	341910	36,399	2,375	9,242	8,780	8,780	8,780	8,780	8,780
CJIS User Fees	341920	80,710	76,095	87,700	83,315	84,930	87,495	90,060	92,815
Parking Facilities	344500	155,524	145,000	155,000	147,250	147,250	147,250	147,250	147,250
Library Parking	344510	16,093	14,725	15,000	14,250	14,971	15,270	15,576	15,888
Library Fees	347100	146,452	143,830	130,360	123,842	117,650	111,879	106,179	100,870
Library Printing	347101	-	32,490	47,791	45,401	45,781	46,066	46,351	46,636
Other Counties-Circuitwide Reimbursement	348820	72,190	-	-	-	-	-	-	-
FS 29.0085 Court Facilities	348930	1,362,802	1,358,500	1,457,000	1,384,150	1,398,400	1,412,650	1,425,950	1,440,200
Process Server Fee	348991	11,550	11,400	11,400	11,400	11,400	11,400	11,400	11,400
Civil Fee - Circuit Court	349200	34	-	-	-	-	-	-	-
Crt Admin/ Circuit-wide Reimbursement	349500	-	12,411	9,600	9,600	9,600	9,600	9,600	9,600
GAL / Circuit-wide Reimbursement	349501	-	32,724	20,880	19,836	20,035	20,235	20,437	20,640
Fees	349600	251	-	-	-	-	-	-	-
Pool Interest Allocation	361111	543,508	288,420	791,700	752,115	752,115	752,115	752,115	752,115
Net Incr(decr) In Fmv Of Investment	361300	205,245	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	6,417	-	-	-	-	-	-	-
Rents And Royalties	362000	7,348	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	165,796	192,850	150,751	143,213	143,929	144,648	145,372	146,099
Other Miscellaneous Revenue	369900	144,306	-	-	-	-	-	-	-
Volunteer Certificate Training Fees	369930	600	950	1,000	950	950	950	950	950
Transfer From Fund 110	381110	13,250,000	-	-	-	-	-	-	-
Transfer From Fund 124	381124	5,256	-	-	-	-	-	-	-
Transfer From Fund 126	381126	3,487,699	2,086,375	5,967,235	5,967,235	5,289,573	5,820,093	6,478,531	7,154,509
Transfer From Fund 135	381135	-	155,984	-	-	-	-	-	-
Transfer From Fund 140	381140	-	648,500	-	-	-	-	-	-
Transfer From Fund 162	381162	-	-	150,000	150,000	-	-	-	-

Leon County Fiscal Year 2014 Adopted Budget

General Fund (001)

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Pensacola Care Lease	383001	146,616	146,616	146,616	146,616	146,616	146,616	146,616	146,616
Clerk Excess Fees	386100	225,564	-	-	-	-	-	-	-
Property Appraiser	386600	142,368	-	-	-	-	-	-	-
Tax Collector	386700	417,447	350,000	350,000	350,000	350,000	350,000	350,000	350,000
Supervisor Of Elections	386800	438,796	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	4,961,915	4,142,795	4,142,795	2,750,000	2,750,000	1,750,000	750,000
<b>Total Revenues</b>		<b>68,022,539</b>	<b>55,030,468</b>	<b>59,353,452</b>	<b>57,051,670</b>	<b>59,780,795</b>	<b>61,927,035</b>	<b>61,209,096</b>	<b>62,659,438</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
County Commission	100-511	1,205,135	1,214,235	1,266,011	1,266,011	1,279,924	1,306,282	1,333,236	1,360,825
Commission District 1	101-511	9,005	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission District 2	102-511	4,808	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission District 3	103-511	8,863	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission District 4	104-511	8,505	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission District 5	105-511	4,601	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission At-Large (Group 1)	106-511	9,666	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission At-Large (Group 2)	107-511	8,880	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commissioners' Account	108-511	20,506	24,065	24,240	22,898	22,898	22,898	22,898	22,898
County Administration	110-512	521,483	533,160	563,061	559,526	557,139	568,425	579,969	591,780
Minority/Women Small Business Enterprise	112-513	181,153	231,804	226,402	223,199	223,222	226,322	229,492	232,743
Volunteer Center	113-513	154,615	161,077	167,160	167,160	167,232	170,595	174,034	177,559
Economic Development/Intergovernmental Affairs	114-512	484,166	508,483	554,986	407,693	403,904	408,372	412,943	417,617
Strategic Initiatives	115-513	730,494	820,719	957,233	957,233	958,418	976,646	995,335	1,014,494
County Attorney	120-514	1,594,371	1,670,718	1,853,206	1,763,206	1,849,358	1,876,318	1,903,887	1,932,549
Office of Sustainability	127-513	183,560	261,604	263,585	263,585	263,371	267,146	271,016	274,981
Office of Management & Budget	130-513	557,197	576,090	674,550	674,550	677,733	693,700	707,077	720,779
Clerk - Finance Administration	132-586	1,456,481	1,403,766	1,480,021	1,480,021	1,523,989	1,569,276	1,569,276	1,569,276
Procurement	140-513	294,938	230,626	289,170	288,365	286,965	292,082	297,294	302,617
Warehouse	141-513	119,382	123,144	97,824	93,897	93,422	95,080	96,749	98,450
Property Control	142-513	43,263	47,026	-	-	-	-	-	-
Facilities Management	150-519	5,155,520	7,176,783	7,278,651	7,104,037	7,198,158	7,287,637	7,365,139	7,424,352
Facilities Management: Judicial Security	150-711	396,473	-	-	-	-	-	-	-
Facilities Management: Judicial Maintenance	150-712	727,579	-	-	-	-	-	-	-
Real Estate Management	156-519	74,771	217,248	339,494	276,725	276,947	282,172	287,530	293,028
Human Resources	160-513	1,055,442	1,150,518	1,238,806	1,238,806	1,236,074	1,256,011	1,276,429	1,297,342
Management Information Services	171-513	4,075,030	5,258,278	5,544,558	5,542,768	5,546,131	5,628,643	5,713,085	5,799,550
Article V MIS	171-713	1,065,874	-	-	-	-	-	-	-
Health Department	190-562	237,345	237,345	237,345	237,345	237,345	237,345	237,345	237,345
Mosquito Control	216-562	-	577,067	575,876	575,876	578,568	585,997	593,589	601,378
Lib - Policy, Planning, & Operations	240-571	772,550	889,927	915,471	836,577	848,182	857,507	867,025	876,770
Library Public Services	241-571	2,414,047	2,482,313	2,463,124	2,463,124	2,457,246	2,496,994	2,536,776	2,577,565
Library Collection Services	242-571	781,853	814,986	823,244	794,835	795,161	809,814	824,810	840,199
Library Extension Services	243-571	2,177,472	2,332,415	2,419,576	2,417,263	2,417,344	2,467,888	2,519,591	2,572,588
Summer Youth Employment	278-551	64,308	74,265	74,265	74,265	74,265	74,265	74,265	74,265
Cooperative Extension	361-537	481,347	520,297	544,633	541,844	541,742	551,916	560,960	571,625
Medical Examiner	370-527	532,396	543,008	584,037	584,037	601,047	618,562	636,597	637,128
Tubercular Care & Child Protection Exams	370-562	45,500	61,000	61,000	61,000	61,000	61,000	61,000	61,000
Baker Act & Marchman Act	370-563	638,156	664,575	678,380	678,380	692,601	692,601	692,601	692,601
Medicaid & Indigent Burials	370-564	2,376,316	3,536,220	2,589,550	2,589,550	2,667,797	2,669,372	2,671,026	2,672,762
CHSP & Emergency Assistance	370-569	1,051,147	1,058,776	962,902	962,902	963,046	964,443	965,876	967,345

Leon County Fiscal Year 2014 Adopted Budget

General Fund (001)

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Housing Services	371-569	448,410	425,176	454,472	451,922	452,238	461,821	471,633	481,693
Youth Sports Teams	379-572	500	4,750	4,750	4,750	4,750	4,750	4,750	4,750
Veteran Services	390-553	179,741	282,116	302,176	301,120	300,225	302,978	305,766	308,609
Capital Regional Transportation Planning Agency	402-515	209,871	217,646	231,028	231,028	230,279	234,803	239,427	244,159
Blueprint 2000	403-515	60,981	61,082	60,433	60,433	60,553	62,000	63,486	65,008
Public Safety Complex Facilities	410-529	-	824,639	1,468,261	1,468,261	1,551,121	1,703,758	1,723,938	1,744,712
Public Safety Complex Technology	411-529	-	248,799	335,880	335,880	334,947	338,287	341,713	345,223
Geographic Info. Systems	421-539	1,786,306	1,823,738	1,889,821	1,876,562	1,873,192	1,900,624	1,928,679	1,957,422
MIS Automation - General Fund	470-519	210,068	131,701	138,120	138,120	138,120	138,120	138,120	138,120
General Fund - Risk	495-519	256,103	327,468	446,611	446,611	446,611	446,611	446,611	446,611
Indirect Costs - General Fund	499-519	(6,117,519)	(5,766,235)	(5,766,235)	(5,760,392)	(5,933,202)	(6,111,200)	(6,294,536)	(6,483,371)
Property Appraiser	512-586	4,278,912	4,326,795	4,484,136	4,484,136	4,578,869	4,716,235	4,857,722	4,857,722
Tax Collector	513-586	4,433,836	4,278,000	4,278,000	4,278,000	4,321,000	4,364,000	4,407,000	4,407,000
Court Administration	540-601	161,718	280,703	244,741	227,203	227,017	231,170	235,429	239,788
Court Information Systems	540-713	12,981	-	9,000	9,000	9,000	9,000	9,000	9,000
Court Operating	540-719	41,094	-	-	-	-	-	-	-
Guardian Ad Litem	547-685	-	18,731	20,852	20,852	20,852	20,852	20,852	20,852
GAL Information Systems	547-713	12,147	1,275	1,495	1,495	1,495	1,495	1,495	1,495
GAL Operating	547-719	4,753	-	-	-	-	-	-	-
Planning Department	817-515	881,793	860,855	859,679	838,533	838,088	839,407	840,752	842,125
Non-Operating General Fund	820-519	677,949	772,178	790,356	790,356	753,725	753,725	753,725	753,725
Tax Deed Applications	831-513	59,949	62,500	62,500	62,500	62,500	62,500	62,500	62,500
Line Item - Detention/Correction	888-523	-	335,759	335,759	335,759	335,759	335,759	185,759	185,759
Line Item - Keep Tall. Beautiful	888-539	21,375	21,375	21,375	21,375	21,375	21,375	21,375	21,375
Line Item - Economic Development	888-552	199,500	199,500	199,500	199,500	199,500	199,500	199,500	199,500
Line Item - Veterans	888-553	-	-	25,000	-	-	-	-	-
Line Item - Human Service Agencies	888-569	660,684	334,925	344,925	344,925	344,925	344,925	344,925	344,925
Line Item - COCA Administration	888-573	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Line Item - Special Events	888-574	22,500	24,500	34,500	29,000	29,000	29,000	29,000	29,000
Transfers	950-581	9,861,736	5,849,209	7,308,987	7,078,916	9,436,196	10,829,133	9,679,589	10,760,074
Primary Health Care	971-562	1,817,467	1,830,738	1,834,136	1,834,136	1,834,134	1,835,965	1,837,844	1,839,768
CRA-Payment	972-559	1,571,316	1,384,507	1,398,352	1,328,511	1,341,796	1,368,632	1,409,691	1,451,982
Budgeted Reserves - General Fund	990-599	-	250,000	250,000	250,000	250,000	250,000	250,000	250,000
<b>Total Appropriations</b>		<b>53,628,367</b>	<b>55,030,468</b>	<b>58,033,471</b>	<b>57,051,670</b>	<b>59,780,795</b>	<b>61,927,035</b>	<b>61,209,096</b>	<b>62,659,438</b>
<b>Revenues Less Appropriations</b>		<b>14,394,172</b>	<b>-</b>	<b>1,319,982</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

General Fund (001)

Notes:

The Board of Commissioners balanced the budget without increasing the current 8.3144 millage rate. By maintaining the millage rate the Board has ensured that, in accordance with Florida Statutes, there will not be a tax increase next year. The total estimated tax collections for FY2014 will be \$1.04 million or 1.0 percent less than 2013. At the September 17, 2013 meeting, the Board approved the implementation of the additional five cent gas tax. The additional gas tax will generate \$2 million dollars for FY14 and approximately \$2.5 million in the subsequent out years. At the September 10, 2012 meeting, the Board determined that \$1 million of the \$2 million for FY14 would be used for capital transportation projects and the remaining \$1 million would be used to reduce the general revenue transfer to the Transportation Fund. For FY14, this will result in a reduction in the use of fund balance and will reduce the overall total budget. As a result, the FY14 budget reflects a reduced budget from the prior year.

In addition, the Board appropriated \$4.14 million in fund balance to fund recurring operating expenditures. The utilization of this fund balance still leaves the general fund reserves within policy limits. Without the County's cost efficiency measures and additional budget reductions, the utilization of additional fund balance would be required.

Out years from FY15 to FY18 show the utilization of fund balance declining from \$4.0 million per year to \$750,000 to balance the budget. Using fund balance in this amount may still require the Board to increase the millage rate to an estimated 8.6665 in FY15 to maintain current service levels. This millage rate assumes property values increase by 1.5% next year as opposed to the previous three years of valuation declines. FY16 to FY18 reflects property valuations increasing by 2% in FY16 and 3% in FY17 and 3.5% in FY18 with projected millage rates of 8.7492, 8.5973, and 8.5655 respectively.

Long term utilization of reserves to fund recurring operating expenditures is not sustainable, and could affect the County's current AA bond rating, and affect future borrowing needs until property values rebound. If property valuations do not increase as projected, the decreased use of fund balance in the out years may need to coincide with additional fee assessment increases or an additional ad valorem tax increases.

Leon County Fiscal Year 2014 Adopted Budget

Supervisor of Elections (060)

Fund Type: General Fund

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

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Voter Education Funds	331100	30,012	-	-	-	-	-	-	-
Supervisor Of Elections	341550	30,633	-	-	-	-	-	-	-
Transfer From Fund 001	381001	4,422,746	3,054,968	3,751,522	3,751,522	3,518,626	4,784,866	3,557,413	3,959,000
<b>Total Revenues</b>		<b>4,483,391</b>	<b>3,054,968</b>	<b>3,751,522</b>	<b>3,751,522</b>	<b>3,518,626</b>	<b>4,784,866</b>	<b>3,557,413</b>	<b>3,959,000</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Supervisor of Elections - Risk	495-513	7,010	12,146	17,659	17,659	17,659	17,659	17,659	17,659
Voter Registration	520-513	1,766,948	1,837,407	1,867,575	1,867,575	1,839,115	1,848,491	1,856,436	1,856,846
Elections	520-586	167,365	-	-	-	-	-	-	-
Elections	521-513	2,236,123	1,205,415	2,166,288	1,866,288	1,661,852	2,918,716	1,683,318	2,084,495
Elections	521-586	271,431	-	-	-	-	-	-	-
SOE Grants	525-513	34,514	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>4,483,391</b>	<b>3,054,968</b>	<b>4,051,522</b>	<b>3,751,522</b>	<b>3,518,626</b>	<b>4,784,866</b>	<b>3,557,413</b>	<b>3,959,000</b>
<b>Revenues Less Appropriations</b>		<b>-</b>	<b>-</b>	<b>(300,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

Due to increased costs associated with the FY14 gubernatorial election cycle, the Supervisor of Election's budget increased by 23% from the FY13 budget (presidential election year).

# Leon County Fiscal Year 2014 Adopted Budget

## Transportation Trust (106)

Fund Type: Special Revenue

The Transportation Trust Fund is a special revenue fund established by F.S. 129.02(2). Major revenue sources for the Transportation Trust Fund include proceeds from local and state gas taxes. The fund is used to account for resources dedicated and expenditures restricted to the maintenance/construction of roads and bridges.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
County Ninth-Cent Voted Fuel Tax	312300	1,394,814	1,339,500	1,344,000	1,276,800	1,283,450	1,290,100	1,295,800	1,302,450
Local Option Gas Tax	312410	3,614,325	3,468,450	3,484,000	3,309,800	3,325,950	3,343,050	3,360,150	3,376,300
2nd Local Option Gas Tax	312420	-	-	2,105,263	2,000,000	2,500,000	2,500,000	2,500,000	2,500,000
TS Fay FEMA Reimbursement	331317	1,917	-	-	-	-	-	-	-
Federal Payments in Lieu of Taxes	333000	49,239	47,500	53,000	50,350	50,350	50,350	50,350	50,350
20% Surplus Gas Tax	335420	538,886	522,500	529,000	502,550	504,450	507,300	510,150	512,050
5th & 6th Cent Gas Tax	335430	2,155,544	2,089,050	2,114,000	2,008,300	2,017,800	2,028,250	2,038,700	2,048,200
Gas Tax Pour-Over Trust	335440	1,166,477	1,106,750	1,169,000	1,110,550	1,115,300	1,121,000	1,126,700	1,132,400
Other Transportation	335490	112,167	82,270	107,300	101,935	102,410	102,885	103,455	103,930
Service Area App Fees	343651	1,336	-	1,000	950	950	950	950	950
Grading Fee Public Works	343920	40,957	33,250	38,000	36,100	36,860	37,620	38,380	39,140
Traffic Signs	344910	-	1,140	1,000	950	950	950	950	950
Subdivision Fees	344911	-	1,330	1,000	950	950	950	950	950
R-O-W Placement Fees	344913	46,174	42,750	45,000	42,750	43,225	43,700	44,080	44,555
Signal Maintenance - State Reimb	344914	78,793	36,100	58,900	55,955	57,665	59,375	61,180	62,985
Pool Interest Allocation	361111	78,447	89,680	129,100	122,645	122,645	122,645	122,645	122,645
Interest Income - Other	361120	(416)	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	5,284	-	-	-	-	-	-	-
Rents And Royalties	362000	49	-	-	-	-	-	-	-
Equipment Buyback	364100	-	-	113,000	107,350	-	-	-	-
Other Miscellaneous Revenue	369900	9,884	1,425	2,500	2,375	2,375	2,375	2,375	2,375
Transfer From Fund 123	381123	1,699,024	1,886,104	1,076,400	1,076,400	1,089,130	1,102,220	1,115,620	1,129,345
Transfer From Fund 126	381126	1,960,073	2,592,697	1,809,879	1,809,879	2,726,116	2,777,875	2,867,315	2,966,089
<b>Total Revenues</b>		<b>12,952,974</b>	<b>13,340,496</b>	<b>14,181,342</b>	<b>13,616,589</b>	<b>14,980,576</b>	<b>15,091,595</b>	<b>15,239,750</b>	<b>15,395,664</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Support Services	400-541	377,617	569,286	588,710	583,169	582,785	591,667	600,747	610,057
Engineering Services	414-541	2,706,791	2,882,639	2,987,714	2,987,714	3,021,284	3,101,249	3,157,373	3,214,868
Transportation Maintenance	431-541	4,020,619	4,325,001	4,265,129	3,764,548	3,790,450	3,846,243	3,903,342	3,961,958
Right-Of-Way Management	432-541	1,898,647	2,054,878	2,489,913	2,489,913	2,489,062	2,528,228	2,568,361	2,609,584
MIS Automation - Transportation Trust	470-541	10,751	8,730	11,350	11,350	11,350	11,350	11,350	11,350
Transportation Trust - Risk	495-541	35,229	72,650	73,695	73,695	73,695	73,695	73,695	73,695
Indirect Costs - Transportation Trust	499-541	1,596,540	1,625,000	1,625,000	1,625,000	1,673,750	1,723,963	1,775,682	1,828,952
Transfers	950-581	4,835,951	2,427,312	1,958,700	2,631,200	3,888,200	3,765,200	3,699,200	3,635,200
Public Works Admin Chargebacks	978-541	(520,826)	(675,000)	(600,000)	(600,000)	(600,000)	(600,000)	(600,000)	(600,000)
Budgeted Reserves - Transport. Trust	990-599	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000
<b>Total Appropriations</b>		<b>14,961,319</b>	<b>13,340,496</b>	<b>13,450,211</b>	<b>13,616,589</b>	<b>14,980,576</b>	<b>15,091,595</b>	<b>15,239,750</b>	<b>15,395,664</b>
<b>Revenues Less Appropriations</b>		<b>(2,008,345)</b>	<b>-</b>	<b>731,131</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

For FY14, the Board voted to levy the available additional five cent gas tax. The proceeds from this tax will be split evenly with the City of Tallahassee. This increase in gas tax revenue will generate an additional \$2 million in FY14. This is based on only 9 months of collections due to the proposed ordinance enactment date of January 2014. However, in the out years, collections are anticipated to increase to \$2.5 million for a full 12 month collection cycle. At the September 10, 2013 meeting, the Board determined that \$1 million of the \$2 million for FY14 would be used for capital transportation projects and the remaining \$1 million would be used to reduce the general revenue transfer to the Transportation Fund. The out years reflect the same 50/50 split between additional funding for capital transportation projects and reduction of the general revenue transfer. The public hearing officially adopting the gas tax was held on September 17, 2013.

Leon County Fiscal Year 2014 Adopted Budget

Fine and Forfeiture (110)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Ad Valorem - Fine/Fore. Fund	311120	60,761,816	62,475,740	68,302,513	64,887,387	66,075,566	67,856,946	69,651,532	71,515,549
Delinquent Taxes 2006	311206	(9)	-	-	-	-	-	-	-
Child Support Enforcement	331240	17,450	22,040	23,100	21,945	22,420	22,895	23,275	23,750
Title IV - Child Support Enforcement	331691	8,224	-	23,100	21,945	22,420	22,895	23,275	23,750
Sheriff	341520	387,365	590,500	430,000	408,500	399,950	391,400	383,800	376,200
Room And Board - Prisoners	342300	412,345	518,300	429,000	407,550	412,300	416,100	419,900	422,465
Court Fines	351120	24,560	23,750	25,000	23,750	23,750	24,700	24,700	24,700
Crime Prevention (fs 775.083(2))	351150	74,290	77,900	75,000	71,250	72,200	73,150	73,150	74,100
Pool Interest Allocation	361111	364,150	293,930	267,000	253,650	253,650	253,650	253,650	253,650
Net Incr(decr) In Fmv Of Investment	361300	(53,386)	-	-	-	-	-	-	-
Sheriff F.S. 125.315	361330	37,713	-	-	-	-	-	-	-
Transfer From Fund 121	381121	95,386	-	-	-	-	-	-	-
Transfer From Fund 135	381135	339,887	-	-	-	-	-	-	-
Sheriff Excess Fees	386400	890,566	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>63,360,357</b>	<b>64,002,160</b>	<b>69,574,713</b>	<b>66,095,977</b>	<b>67,282,256</b>	<b>69,061,736</b>	<b>70,853,282</b>	<b>72,714,164</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
MIS Automation - State Attorney	470-602	12,456	11,660	11,920	11,920	11,920	11,920	11,920	11,920
MIS Automation - Public Defender	470-603	12,102	12,830	16,320	16,320	16,320	16,320	16,320	16,320
Fine & Forfeiture - Risk	495-689	172,448	443,007	242,145	242,145	242,145	242,145	242,145	242,145
Diversions Programs	508-569	100,000	100,000	100,000	110,000	100,000	100,000	100,000	100,000
Law Enforcement	510-586	32,369,584	31,330,378	32,810,219	32,410,219	33,195,537	34,135,192	35,098,816	36,099,618
Corrections	511-586	29,404,421	29,952,612	31,139,661	31,139,661	31,505,919	32,309,874	33,110,392	33,943,045
State Attorney	532-602	37,000	98,600	98,600	98,600	98,600	98,600	98,600	98,600
State Attorney	532-713	15,100	8,345	10,055	10,055	10,055	10,055	10,055	10,055
State Attorney	532-719	51,344	-	-	-	-	-	-	-
Public Defender	533-603	37,000	118,525	118,525	118,525	118,525	118,525	118,525	118,525
Public Defender	533-713	25,084	11,925	14,350	14,350	14,350	14,350	14,350	14,350
Public Defender	533-719	69,288	-	-	-	-	-	-	-
Clerk - Article V Expenses	537-586	408,793	-	-	-	-	-	-	-
Clerk - Article V Expenses	537-614	-	439,981	414,527	414,527	422,803	431,245	431,245	431,245
Legal Aid	555-715	127,130	124,297	133,655	133,655	134,082	134,510	134,914	135,341
Juvenile Detention Payment - State	620-689	778,586	1,250,000	1,286,000	1,286,000	1,312,000	1,339,000	1,366,000	1,393,000
Transfers	950-581	13,250,000	-	-	-	-	-	-	-
Budgeted Reserves - Fine and Forfeiture	990-599	-	100,000	100,000	90,000	100,000	100,000	100,000	100,000
<b>Total Appropriations</b>		<b>76,870,335</b>	<b>64,002,160</b>	<b>66,495,977</b>	<b>66,095,977</b>	<b>67,282,256</b>	<b>69,061,736</b>	<b>70,853,282</b>	<b>72,714,164</b>
<b>Revenues Less Appropriations</b>		<b>(13,509,979)</b>	<b>-</b>	<b>3,078,736</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The Board of County Commissioners maintained the countywide millage rate of 8.3144 for FY 2014. Additional information regarding this levy and the need to appropriate fund balance for recurring operating expenditures is located on the general fund page. At the September 17, 2013 meeting, the Board approved allocating \$10,000 from budgeted contingency to fund the Public Safety Coordinating Council's request for additional funding for the Domestic Violence Coordinating Council.

# Leon County Fiscal Year 2014 Adopted Budget

## Probation Services (111)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Active GPS Monitoring Fee	348680	1,971	-	-	-	-	-	-	-
County Court Probation Fees	349120	610,129	542,450	579,000	550,050	545,300	539,600	533,900	529,150
Probation-no Show Fees	349125	32,365	32,395	31,900	30,305	30,020	29,735	29,450	29,165
Pre-trial Fees	349130	115,982	102,125	109,000	103,550	104,595	105,640	106,685	107,730
SCRAM Unit User Fees	349135	59,757	50,730	48,900	46,455	46,930	47,310	47,785	48,260
Alternative Community Service Fees	349140	67,278	66,310	78,200	74,290	75,050	75,810	76,570	77,330
UA Testing Fees	349147	155,431	152,000	136,000	129,200	131,100	132,050	133,950	134,900
Alcohol Testing Fees	349148	80,181	81,510	69,400	65,930	66,595	67,260	67,925	68,590
Pool Interest Allocation	361111	14,112	13,110	25,900	24,605	24,605	24,605	24,605	24,605
Net Incr(decr) In Fmv Of Investment	361300	(4,980)	-	-	-	-	-	-	-
Transfer From Fund 001	381001	1,522,142	1,592,924	1,776,076	1,776,076	1,792,219	1,853,410	1,915,057	1,978,321
<b>Total Revenues</b>		<b>2,654,368</b>	<b>2,633,554</b>	<b>2,854,376</b>	<b>2,800,461</b>	<b>2,816,414</b>	<b>2,875,420</b>	<b>2,935,927</b>	<b>2,998,051</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
MIS Automation - Probation Services	470-523	3,919	3,590	3,330	3,330	3,330	3,330	3,330	3,330
Probation Services - Risk	495-523	9,278	20,539	20,622	20,622	20,622	20,622	20,622	20,622
Indirect Costs - Probation Services	499-523	475,621	489,606	489,606	489,606	504,294	519,423	535,006	551,056
County Probation	542-523	1,007,648	1,075,635	1,122,792	1,119,246	1,120,133	1,144,836	1,170,111	1,196,034
Pretrial Release	544-523	888,435	879,498	993,137	993,137	993,367	1,010,001	1,027,042	1,044,518
Drug & Alcohol Testing	599-523	151,082	139,686	149,520	149,520	149,668	152,208	154,816	157,491
Transfers	950-581	361,516	-	-	-	-	-	-	-
Budgeted Reserves - Probation Services	990-599	-	25,000	25,000	25,000	25,000	25,000	25,000	25,000
<b>Total Appropriations</b>		<b>2,897,498</b>	<b>2,633,554</b>	<b>2,804,007</b>	<b>2,800,461</b>	<b>2,816,414</b>	<b>2,875,420</b>	<b>2,935,927</b>	<b>2,998,051</b>
<b>Revenues Less Appropriations</b>		<b>(243,130)</b>	<b>-</b>	<b>50,369</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

For FY 2014, the Board provided a \$1.7 million general revenue subsidy to the Probation Services fund. This subsidy is anticipated to grow to \$1.9 million in FY 2018.

# Leon County Fiscal Year 2014 Adopted Budget

## Teen Court (114)

Fund Type: Special Revenue

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

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Court Related Coll Not Remitted to State	348990	137,980	-	-	-	-	-	-	-
Mediation Fees	349310	60	-	-	-	-	-	-	-
Teen Court Fees	351500	-	141,265	147,400	140,030	142,785	145,635	148,580	151,525
Pool Interest Allocation	361111	2,374	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	2,205	28,238	28,238	26,152	29,421	32,690	34,004
<b>Total Revenues</b>		<b>140,414</b>	<b>143,470</b>	<b>175,638</b>	<b>168,268</b>	<b>168,937</b>	<b>175,056</b>	<b>181,270</b>	<b>185,529</b>
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Teen Court - Risk	495-662	962	1,468	1,488	1,488	1,488	1,488	1,488	1,488
Indirect Costs - Teen Court	499-662	9,824	8,251	8,251	8,251	8,499	8,754	9,017	9,288
Court Administration - Teen Court	586-662	122,519	133,751	179,746	158,529	158,950	164,814	170,765	174,753
<b>Total Appropriations</b>		<b>133,305</b>	<b>143,470</b>	<b>189,485</b>	<b>168,268</b>	<b>168,937</b>	<b>175,056</b>	<b>181,270</b>	<b>185,529</b>
<b>Revenues Less Appropriations</b>		<b>7,109</b>	<b>-</b>	<b>(13,847)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Leon County Fiscal Year 2014 Adopted Budget

Drug Abuse Trust (116)

Fund Type: Special Revenue

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

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
County Alcohol Tf (fs 938.13)	348125	-	9,200	7,600	7,600	7,600	7,500	7,400	7,300
Felony Drug Intervention	348241	-	38,570	43,000	40,850	41,325	41,705	42,085	42,560
Court Related Coll Not Remitted to State	348990	53,456	-	-	-	-	-	-	-
Pool Interest Allocation	361111	301	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>53,757</b>	<b>47,770</b>	<b>50,600</b>	<b>48,450</b>	<b>48,925</b>	<b>49,205</b>	<b>49,485</b>	<b>49,860</b>
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Drug Abuse	800-562	74,386	47,770	48,630	48,450	48,925	49,205	49,485	49,860
<b>Total Appropriations</b>		<b>74,386</b>	<b>47,770</b>	<b>48,630</b>	<b>48,450</b>	<b>48,925</b>	<b>49,205</b>	<b>49,485</b>	<b>49,860</b>
<b>Revenues Less Appropriations</b>		<b>(20,629)</b>	<b>-</b>	<b>1,970</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Leon County Fiscal Year 2014 Adopted Budget

Judicial Programs (117)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Court Innovations Local Requirement	348921	49,371	52,203	50,000	47,500	47,738	47,975	48,213	48,474
Legal Aid Local Ordinance	348922	49,371	52,203	50,000	47,500	47,738	47,975	48,213	48,474
Law Library Local Ordinance	348923	49,371	52,203	50,000	47,500	47,738	47,975	48,213	48,474
Juvenile Alternative Local Ordinance	348924	49,371	52,203	50,000	47,500	47,738	47,975	48,213	48,474
Fees	349600	10	-	-	-	-	-	-	-
Pool Interest Allocation	361111	1,014	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	54,772	-	-	-	-	-	-
<b>Total Revenues</b>		<b>198,507</b>	<b>263,584</b>	<b>200,000</b>	<b>190,000</b>	<b>190,952</b>	<b>191,900</b>	<b>192,852</b>	<b>193,896</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Judicial Programs - Risk	495-569	671	1,637	1,637	-	-	-	-	-
Indirect Costs - Judicial Programs	499-601	5,080	5,843	5,843	-	-	-	-	-
Alternative Juvenile Programs	509-569	73,583	77,136	73,560	47,500	47,738	47,975	48,213	48,474
Law Library	546-714	35,331	52,203	47,500	47,500	47,738	47,975	48,213	48,474
Judicial Programs/Article V	548-662	224,378	74,562	109,123	47,500	47,738	47,975	48,213	48,474
Legal Aid - Court	555-715	49,370	52,203	42,845	47,500	47,738	47,975	48,213	48,474
<b>Total Appropriations</b>		<b>388,413</b>	<b>263,584</b>	<b>280,508</b>	<b>190,000</b>	<b>190,952</b>	<b>191,900</b>	<b>192,852</b>	<b>193,896</b>
<b>Revenues Less Appropriations</b>		<b>(189,906)</b>	<b>-</b>	<b>(80,508)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The decrease in expenditures is related to the depletion of the fund balance in this fund. Costs have been reduced or shifted to other available sources of funding.

# Leon County Fiscal Year 2014 Adopted Budget

## Building Inspection (120)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Building Permits	322000	1,251,183	945,250	1,251,000	1,188,450	1,212,200	1,236,900	1,261,600	1,286,300
Manufactured Homes	322005	26,648	-	-	-	-	-	-	-
Stormwater - Short Form A	329112	372	-	-	-	-	-	-	-
Building/Environmental Inspections	329114	28,584	-	-	-	-	-	-	-
Contractor's Licenses	329140	11,413	8,455	8,600	8,170	8,265	8,455	8,645	8,740
Proj Status - Bldg Set Backs	329241	180	-	-	-	-	-	-	-
Electronic Document Recording Fee	329290	1,620	-	-	-	-	-	-	-
State Surcharge Retention	335291	3,556	-	-	-	-	-	-	-
Driveway Permit Fees	343930	6,731	7,125	4,900	4,655	4,655	4,560	4,560	4,465
Reinspection Fees	349100	38	95	100	95	95	95	95	95
Violations of Local Ordinances	354150	74	-	-	-	-	-	-	-
Pool Interest Allocation	361111	10,043	8,075	17,000	16,150	16,150	16,150	16,150	16,150
Appropriated Fund Balance	399900	-	231,631	121,787	121,787	100,103	102,211	104,888	108,459
<b>Total Revenues</b>		<b>1,340,443</b>	<b>1,200,631</b>	<b>1,403,387</b>	<b>1,339,307</b>	<b>1,341,468</b>	<b>1,368,371</b>	<b>1,395,938</b>	<b>1,424,209</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Growth & Environmental Management Technology	076055-524	5,384	-	-	-	-	-	-	-
Building Plans Review and Inspection	220-524	920,794	1,027,174	1,166,895	1,166,895	1,164,106	1,185,910	1,208,226	1,231,088
MIS Automation - Building Inspection	470-524	1,855	1,780	720	720	720	720	720	720
Building Inspection	495-524	2,977	6,677	6,692	6,692	6,692	6,692	6,692	6,692
Indirect Costs - Building Inspections	499-524	145,180	165,000	165,000	165,000	169,950	175,049	180,300	185,709
<b>Total Appropriations</b>		<b>1,076,190</b>	<b>1,200,631</b>	<b>1,339,307</b>	<b>1,339,307</b>	<b>1,341,468</b>	<b>1,368,371</b>	<b>1,395,938</b>	<b>1,424,209</b>
<b>Revenues Less Appropriations</b>		<b>264,253</b>	<b>-</b>	<b>64,080</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

There is an anticipated increase in revenue associated with the increase in the activity in the building sector. No reductions were considered for FY14, in an effort to maintain an acceptable level of service. There is an increase in personnel costs due to the addition of a Building Plans Review Administrator position during FY13 associated with an increase building permit activity. Additionally, there was a modification to the funding split with a number of positions in the Development Support and Environmental Services Fund.

Leon County Fiscal Year 2014 Adopted Budget

Development Services & Environ. Mgmt. Fund (121)

The Development Services and Environmental Management Fund is a special revenue established to account for the activities related to Development Services and Environmental Management in accordance with the City of Tallahassee/Leon County Comprehensive Plan. The fund has been previously supported by both permitting fees and general revenue at approximately a 50/50 percent split. The functions supported by the Growth Management Fund include development review, environmental compliance, permit and compliance services, and support services.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Licenses And Permits	322100	-	596,600	612,000	581,400	575,700	570,000	564,300	558,600
Stormwater - Standard Form	329100	42,904	-	-	-	-	-	-	-
Stormwater - Short Form B-High	329110	40,689	-	-	-	-	-	-	-
Stormwater - Short Form B-Low	329111	47,652	-	-	-	-	-	-	-
Stormwater - Short Form A	329112	93,068	-	-	-	-	-	-	-
New Address Assignments	329113	18,595	-	-	-	-	-	-	-
Tree Permits	329120	4,490	-	-	-	-	-	-	-
Vegetative Management Plans	329121	480	-	-	-	-	-	-	-
Landscape Permit Fees	329130	13,321	-	-	-	-	-	-	-
Amend/Resubmittal/Extensions	329150	3,134	-	-	-	-	-	-	-
General Utility Permit	329160	28,380	-	-	-	-	-	-	-
Operating Permit	329170	66,520	-	-	-	-	-	-	-
Communications Tower Bonds	329171	10,876	-	-	-	-	-	-	-
Subdivision Exemptions	329200	24,354	-	-	-	-	-	-	-
Certificate Of Concurrence	329210	5,736	-	-	-	-	-	-	-
Parking Standards	329220	600	-	-	-	-	-	-	-
Project Status	329240	44,424	-	-	-	-	-	-	-
PUV - Permitted Use Verification	329250	14,571	-	-	-	-	-	-	-
Site Plan Review	329260	38,377	-	-	-	-	-	-	-
Other Development Review Fees	329270	24,082	-	-	-	-	-	-	-
Electronic Document Recording Fee	329290	158	-	-	-	-	-	-	-
Permits for Internet Cafe	329400	163,700	152,000	-	-	-	-	-	-
State Surcharge Retention	335291	(2)	-	-	-	-	-	-	-
Environmental Analysis	343941	49,144	-	-	-	-	-	-	-
Boaa Variance Requests	343950	1,200	-	-	-	-	-	-	-
Reinspection Fees	349100	8,198	-	-	-	-	-	-	-
Code Enforcement Board Fines	354100	12,680	11,495	17,500	16,625	16,910	17,290	17,670	17,955
Pool Interest Allocation	361111	14,559	12,635	23,500	22,325	22,325	22,325	22,325	22,325
Net Incr(decr) In Fmv Of Investment	361300	3,625	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	3,736	950	1,000	950	950	950	950	950
Abandon Property Registration Fee	369905	-	-	75,000	71,250	71,250	71,250	71,250	71,250
Transfer From Fund 126	381126	2,270,944	2,250,988	2,250,988	2,250,988	2,250,988	2,250,988	2,250,988	2,250,988
Appropriated Fund Balance	399900	-	177,814	278,076	278,076	295,617	371,506	-	-
<b>Total Revenues</b>		<b>3,050,194</b>	<b>3,202,482</b>	<b>3,258,064</b>	<b>3,221,614</b>	<b>3,233,740</b>	<b>3,304,309</b>	<b>2,927,483</b>	<b>2,922,068</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Environmental Services	420-537	1,215,080	1,242,959	1,312,385	1,312,385	1,311,735	1,339,276	1,367,405	1,396,220
Development Services	422-537	558,362	662,666	659,267	659,267	659,357	672,690	686,317	700,299
Permit & Code Services	423-537	450,092	490,244	453,367	453,367	453,485	463,090	472,886	482,936
DS Support Services	424-537	302,285	342,946	332,839	332,839	332,207	338,701	345,352	352,162
MIS Automation - Growth Management	470-537	6,078	6,530	6,530	6,530	6,530	6,530	6,530	6,530
Growth Management - Risk	495-537	7,052	17,137	17,226	17,226	17,226	17,226	17,226	17,226
Indirect Costs - Growth Management	499-537	445,772	440,000	440,000	440,000	453,200	466,796	480,800	495,224
Transfer	950-581	111,386	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>3,096,106</b>	<b>3,202,482</b>	<b>3,221,614</b>	<b>3,221,614</b>	<b>3,233,740</b>	<b>3,304,309</b>	<b>3,376,516</b>	<b>3,450,597</b>
<b>Revenues Less Appropriations</b>		<b>(45,913)</b>	<b>-</b>	<b>36,450</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(449,033)</b>	<b>(528,529)</b>

Development Services & Environ. Mgmt. Fund (121)

Notes:

Fund balance is used to support Environmental Management recurring operating costs. Unless there is a rebound in the construction economy, this fund balance is expected to be depleted by FY17. However, there has been an increase in building permit activity as reflected in the Building Inspection Fund. This increase in building activity is anticipated to increase environmental licenses and permits as well. If the construction economy does not rebound as anticipated in the near future, the fund may require an increase in the general fund subsidy in order to maintain an acceptable level of permitting services or further reductions may be necessary.

Leon County Fiscal Year 2014 Adopted Budget

Mosquito Control (122)

Fund Type: Special Revenue

The Mosquito Control Fund is a special revenue fund established in support of the administration and operation of the Countywide Mosquito Control Programs. The majority of the program is supported through a transfer from the General Fund (i.e. property taxes). The Florida Department of Environmental Protection (DEP) Tire Grant provides less than 3% of the annual funding for this program. The fund is used to account for the resources and expenditures associated with the Mosquito Control Program.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Mosquito Control	334610	47,315	-	-	-	-	-	-	-
Hand Fogging Fees	342950	150	-	-	-	-	-	-	-
Boaa Variance Requests	343950	25	-	-	-	-	-	-	-
Pool Interest Allocation	361111	13,435	-	-	-	-	-	-	-
Transfer From Fund 001	381001	701,146	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>762,070</b>	-	-	-	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Mosquito Control Grant	214-562	47,315	-	-	-	-	-	-	-
Mosquito Control	216-562	542,206	-	-	-	-	-	-	-
MIS Automation - Mosquito Control	470-562	441	-	-	-	-	-	-	-
Mosquito Control - Risk	495-562	8,774	-	-	-	-	-	-	-
Indirect Costs - Mosquito Control	499-562	186,432	-	-	-	-	-	-	-
Transfer to 001	950-581	826,632	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>1,611,800</b>	-	-	-	-	-	-	-
<b>Revenues Less Appropriations</b>		<b>(849,730)</b>	-	-	-	-	-	-	-

Notes:

Due to receiving a majority of its funding from general revenue, this fund was closed at the end of FY12. The Mosquito Control operating expenditures have been realigned to the General Fund (001) and the mosquito control grant funding has been realigned to the Grant Fund (125).

Leon County Fiscal Year 2014 Adopted Budget

Stormwater Utility (123)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Non Ad-valorem Assessment	319100	1,007,297	1,004,150	3,372,491	3,203,866	3,203,866	3,203,866	3,203,866	3,203,866
Delinquent Assessments 2006	319206	126	-	-	-	-	-	-	-
Delinquent Assessments 2007	319207	190	-	-	-	-	-	-	-
Delinquent Taxes 2008	319208	980	-	-	-	-	-	-	-
Delinquent Assessment - 2009	319209	570	-	-	-	-	-	-	-
Delinquent Assessments-2010	319210	2,410	-	-	-	-	-	-	-
Pool Interest Allocation	361111	40,317	44,745	42,500	40,375	40,375	40,375	40,375	40,375
Net Incr(decr) In Fmv Of Investment	361300	(3,895)	-	-	-	-	-	-	-
Refund Of Prior Year Expenses	369300	2,445	-	-	-	-	-	-	-
Transfer From Fund 106	381106	1,248,251	1,072,112	800,000	800,000	800,000	800,000	800,000	800,000
Transfer From Fund 126	381126	2,618,647	2,985,242	405,105	405,105	437,119	551,971	584,765	661,419
<b>Total Revenues</b>		<b>4,917,338</b>	<b>5,106,249</b>	<b>4,620,096</b>	<b>4,449,346</b>	<b>4,481,360</b>	<b>4,596,212</b>	<b>4,629,006</b>	<b>4,705,660</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Stormwater Maintenance	433-538	2,365,066	2,721,002	2,828,250	2,828,250	2,832,847	2,921,459	2,927,309	2,976,288
MIS Automation - Stormwater	470-538	568	500	500	500	500	500	500	500
Stormwater Utility - Risk	495-538	10,913	19,644	19,644	19,644	19,644	19,644	19,644	19,644
Indirect Costs - Stormwater Utility	499-538	619,399	425,552	425,552	425,552	438,319	451,469	465,013	478,963
Tax Collector	513-586	20,214	18,447	64,000	64,000	65,920	65,920	65,920	65,920
Water Quality & TMDL Monitoring	726-537	12,500	-	-	-	-	-	-	-
Transfers	950-581	3,389,401	1,886,104	1,076,400	1,076,400	1,089,130	1,102,220	1,115,620	1,129,345
Budgeted Reserves - Stormwater Utility	990-599	-	35,000	35,000	35,000	35,000	35,000	35,000	35,000
<b>Total Appropriations</b>		<b>6,418,062</b>	<b>5,106,249</b>	<b>4,449,346</b>	<b>4,449,346</b>	<b>4,481,360</b>	<b>4,596,212</b>	<b>4,629,006</b>	<b>4,705,660</b>
<b>Revenues Less Appropriations</b>		<b>(1,500,724)</b>	<b>-</b>	<b>170,750</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

In previous years, this fund receives a general revenue subsidy in the amount of \$2.9 million. With the first increase in 23 years of the non-ad valorem assessment from \$20 to \$85 the general revenue subsidy will be decreased by \$2.5 million dollars. The general revenue subsidy will cover the cost of the modest fee increase for low-income seniors and disabled veterans. Also, the transfer of \$800,000 from transportation covers the costs stormwater activity related to roadways as reflected in the rate study.

# Leon County Fiscal Year 2014 Adopted Budget

## SHIP Trust (124)

Fund Type: Special Revenue

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

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
SHIP - Doc Stamp Revenue	345100	217,980	-	-	-	-	-	-	-
SHIP Recaptured Revenue	345150	30,192	-	-	-	-	-	-	-
Pool Interest Allocation	361111	3,313	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>251,485</b>	-	-	-	-	-	-	-

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
SHIP 2008-2011	932041-554	96,998	-	-	-	-	-	-	-
SHIP 2009-2012	932042-554	140,917	-	-	-	-	-	-	-
SHIP 2009-2012	932042-581	5,256	-	-	-	-	-	-	-
SHIP 2011-2014	932043-554	8,073	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>251,244</b>	-	-	-	-	-	-	-
<b>Revenues Less Appropriations</b>		<b>241</b>	-	-	-	-	-	-	-

Notes:

The State did appropriate funding for SHIP during the FY13 legislative session however, the distribution amount allocated for Leon County is \$168,640. The Board will approve this funding in FY14.

# Leon County Fiscal Year 2014 Adopted Budget

## Grants (125)

Fund Type: Special Revenue

The Grants Fund is a special revenue fund established to account for the County Emergency Management State Grants, the Department of Environmental Storage Tank Program, and the Slosberg Driver Education Fund. The fund also accounts for other restricted revenues such as Friends of the Library and payments to the Tree Bank. As grants are actually 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 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
EMS Homeland Security Grant	331201	472,704	-	-	-	-	-	-	-
DOT - Traffic Safety Grants	331205	64	-	-	-	-	-	-	-
USDOT Pipeline & Haz Mat Revenue	331207	(49,250)	-	-	-	-	-	-	-
St Haz Mitigation Grant/Joint Dispa	331226	116,447	-	-	-	-	-	-	-
Law Enforcement Block Grant	331280	123,652	124,000	132,426	132,426	132,426	132,426	132,426	132,426
EPA Grant	331284	317,322	-	-	-	-	-	-	-
JAG Grant TPD Equipment	331287	39,815	-	-	-	-	-	-	-
Byrne Grant Digital Forensic Rev	331288	(7,301)	-	-	-	-	-	-	-
Energy Eff & Conserv Block Grant	331395	93,884	-	-	-	-	-	-	-
Post Disaster Redevelopment Plan Grant	331396	42,991	-	-	-	-	-	-	-
USDOE Clean Energy Grant	331397	478,756	-	-	-	-	-	-	-
CDBG Emergency Housing Set Aside	331525	64,822	-	-	-	-	-	-	-
USDA Housing Grant	331526	95,044	-	-	-	-	-	-	-
CDBG Disaster Recovery Initiative	331530	6,491,241	-	-	-	-	-	-	-
Disaster Recovery Enhancement Grant	331531	5,330	-	-	-	-	-	-	-
Specialty Crop Block Grant	331568	8,982	-	-	-	-	-	-	-
Federal Payments in Lieu of Taxes	333000	8,529	-	-	-	-	-	-	-
DOH-Emergency Medical Services	334201	40,796	-	-	-	-	-	-	-
DCF Drug Court	334240	50,454	-	-	-	-	-	-	-
Dep Storage Tank Program	334392	105,651	118,192	118,200	118,200	117,000	115,800	114,600	113,500
Housing Services Home Expo	334511	379	-	-	-	-	-	-	-
Florida Hardest Hit Program	334512	2,147	-	-	-	-	-	-	-
Mosquito Control	334610	-	18,500	29,457	29,457	29,457	29,457	29,457	29,457
Closing the Gap Grant	334612	84,225	-	-	-	-	-	-	-
Best Neighborhoods Grants	334691	18,393	-	-	-	-	-	-	-
Lake Jackson Construction Grant	334752	500,000	-	-	-	-	-	-	-
Miccosukee Canopy Road Greenways	334785	23,264	-	-	-	-	-	-	-
Boating Improvement	334792	159,341	-	-	-	-	-	-	-
Friends Of The Library	337714	15,283	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Friends/Tribute	337717	7,663	-	-	-	-	-	-	-
Slosberg \$3 Driver Education	348531	133,704	95,855	102,600	97,470	97,470	97,470	97,470	97,470
Slosberg Driver Ed-cfwd	348532	(24,576)	-	-	-	-	-	-	-
Pool Interest Allocation	361111	23,792	-	-	-	-	-	-	-
Interest - Tax Collector	361140	10	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	4,447	-	-	-	-	-	-	-
Contributions And Donations	366000	7,501	-	-	-	-	-	-	-
Target Foundation Reading Grant	366304	2,000	-	-	-	-	-	-	-
ASPCA Revenue	366920	9,745	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	597	-	-	-	-	-	-	-
Library E-Rate Program	369910	4,500	-	-	-	-	-	-	-
Transfer From Fund 126	381126	121,155	244,996	245,963	245,963	247,259	254,493	261,862	269,284
Transfer From Fund 135	381135	118,176	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>9,711,680</b>	<b>616,543</b>	<b>643,646</b>	<b>638,516</b>	<b>638,612</b>	<b>644,646</b>	<b>650,815</b>	<b>657,137</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Miccosukee Greenways	044003-537	46,529	-	-	-	-	-	-	-

Leon County Fiscal Year 2014 Adopted Budget

Grants (125)

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Lake Jackson Library	083001-571	500,000	-	-	-	-	-	-	-
Emergency Medical Services Equipment	096010-526	40,796	-	-	-	-	-	-	-
Public Safety Complex	096016-529	116,447	-	-	-	-	-	-	-
Florida Clean Energy Grant	096027-537	542,389	-	-	-	-	-	-	-
Mosquito Control Grant	214-562	-	18,500	29,457	29,457	29,457	29,457	29,457	29,457
Grants - Risk	495-595	839	2,338	2,338	2,338	2,338	2,338	2,338	2,338
Emergency Management	864-525	-	121,155	121,155	121,155	121,155	121,155	121,155	121,155
Emergency Management- Base Grant	864-586	121,155	-	-	-	-	-	-	-
DEP Storage Tank	866-524	140,985	153,955	158,101	158,101	157,924	160,980	164,097	167,285
Library E-Rate Program	912013-571	4,500	-	-	-	-	-	-	-
Target Foundation Reading Grant	912030-571	2,000	-	-	-	-	-	-	-
Patron Donations- Library	913023-571	7,501	-	-	-	-	-	-	-
Friends-main Library	913032-571	7,663	-	-	-	-	-	-	-
Friends Literacy Contract 2005	913045-571	15,283	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Title III Federal Forestry	914015-537	8,529	-	-	-	-	-	-	-
Specialty Crop Block Grant FY10	914040-537	8,982	-	-	-	-	-	-	-
Energy Effic & Conserv Block Grant	915010-513	10,871	-	-	-	-	-	-	-
Climate Action Summit	915011-537	865	-	-	-	-	-	-	-
Slosberg Drivers Education Grant	915013-529	109,725	95,855	97,470	97,470	97,470	97,470	97,470	97,470
Post Disaster Redevelopment Plan Grant	915048-525	45,188	-	-	-	-	-	-	-
ASPCA ID ME Grant	916025-562	2,745	-	-	-	-	-	-	-
ASPCA Microchip Grant	916026-562	6,957	-	-	-	-	-	-	-
Boating Improvement	921043-572	159,352	-	-	-	-	-	-	-
USDA Housing Preservation Grant	932001-554	95,044	-	-	-	-	-	-	-
Housing Services Home Expo	932014-554	379	-	-	-	-	-	-	-
Florida Hardest Hit Program	932015-554	2,147	-	-	-	-	-	-	-
CDBG Emergency Housing Set Aside	932035-554	64,822	-	-	-	-	-	-	-
CDBG Disaster Recovery - Admin	932060-569	38,074	-	-	-	-	-	-	-
CDBG Disaster Recovery - Rental Housing County	932061-569	395,242	-	-	-	-	-	-	-
CDBG Disaster Recovery - Rental Housing City	932062-569	375,993	-	-	-	-	-	-	-
CDBG Disaster Recovery - Timberlake Flood Ctrl	932064-538	1,273,634	-	-	-	-	-	-	-
CDBG Disaster Recovery - Franklin Blvd Flood Improv	932066-538	3,595,547	-	-	-	-	-	-	-
CDBG Disaster Recovery - FB Ferry Emerg Access	932067-538	486,640	-	-	-	-	-	-	-
CDBG Disaster Recovery - Selena Rd Flood Mitigation	932068-538	326,111	-	-	-	-	-	-	-
DREF Oakridge Flood Property Acq	932069-538	5,330	-	-	-	-	-	-	-
Best Neighborhoods Grant	933014-569	18,393	-	-	-	-	-	-	-
Closing the Gap Grant	933015-569	84,225	-	-	-	-	-	-	-
DCF - Drug Testing	943082-622	43,290	-	-	-	-	-	-	-
DCF - Drug Testing	943083-622	7,164	-	-	-	-	-	-	-
EMS Homeland Security Grant	961075-526	590,880	-	-	-	-	-	-	-
FDLE JAG Grant	982030-521	305,854	-	-	-	-	-	-	-
FDLE JAG Grant	982030-586	11,468	-	-	-	-	-	-	-
FDLE JAG Grant - Pretrial	982054-521	3,222	-	-	-	-	-	-	-
Byrne Grant LCSO Digital Forensics	982055-586	(7,301)	-	-	-	-	-	-	-
Byrne Grant TPD Equipment	982056-521	39,815	-	-	-	-	-	-	-
FDLE JAG Grant - Pretrial	982057-521	120,430	-	-	-	-	-	-	-
FDLE JAG Grant - Pretrial	982058-521	-	119,740	141,850	-	-	-	-	-
FDLE JAG Grant - Pretrial	982059-521	-	-	-	124,995	125,268	128,246	131,298	134,432
Grant Match Funds	991-595	-	90,000	90,000	90,000	90,000	90,000	90,000	90,000

Leon County Fiscal Year 2014 Adopted Budget

Grants (125)

<b>Total Appropriations</b>	9,775,704	616,543	655,371	638,516	638,612	644,646	650,815	657,137
<b>Revenues Less Appropriations</b>	(64,024)	-	(11,725)	-	-	-	-	-

Note:

The Mosquito Control grant was realigned to the Grant fund due to the closure of the Mosquito Control fund (122).

Leon County Fiscal Year 2014 Adopted Budget

Non-Countywide General Revenue (126)

Fund Type: Special Revenue

The Non-County-wide General Revenue Fund is a special revenue fund originally established as part of the FY2002 budget process and was originally the Unrestricted Revenue Fund 070. Prior to FY2002, 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. This fund was renumbered to Fund 126 as part of the FY2004 budget process.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Solid Waste	313700	259,300	326,990	-	-	-	-	-	-
Local Communication Svcs Tax	315000	3,594,407	3,151,150	3,543,000	3,365,850	3,399,100	3,450,400	3,518,800	3,589,100
State Revenue Sharing	335120	4,371,005	4,150,550	4,653,401	4,420,731	4,465,380	4,532,361	4,622,555	4,715,006
Insurance Agents County	335130	134,138	65,265	68,000	64,600	65,265	65,930	66,975	67,925
Mobile Home Licenses	335140	30,562	39,568	41,651	39,568	39,758	39,948	40,185	40,375
Alcoholic Beverage Licenses	335150	91,406	86,450	95,000	90,250	92,150	93,100	9,500	96,900
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	10,445,949	10,110,850	11,140,000	10,583,000	10,794,850	11,010,500	11,230,900	11,455,100
Pool Interest Allocation	361111	126,010	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	4,482	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>19,280,509</b>	<b>18,142,911</b>	<b>19,764,302</b>	<b>18,776,087</b>	<b>19,068,591</b>	<b>19,404,327</b>	<b>19,701,003</b>	<b>20,176,494</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Transfers	950-581	20,568,991	18,142,911	19,764,302	18,776,087	19,068,591	19,404,327	19,701,003	20,176,494
<b>Total Appropriations</b>		<b>20,568,991</b>	<b>18,142,911</b>	<b>19,764,302</b>	<b>18,776,087</b>	<b>19,068,591</b>	<b>19,404,327</b>	<b>19,701,003</b>	<b>20,176,494</b>
<b>Revenues Less Appropriations</b>		<b>(1,288,482)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# Leon County Fiscal Year 2014 Adopted Budget

## Grants - Interest Bearing (127)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
DOH-Emergency Medical Services	334201	-	60,000	60,000	60,000	60,000	60,000	60,000	60,000
DOH-State EMS Matching Grant	334202	9,629	-	-	-	-	-	-	-
Tree Bank Donations	337410	6,783	-	-	-	-	-	-	-
Friends Endowment	337716	31,473	-	-	-	-	-	-	-
Parks And Recreation	347200	11,243	-	-	-	-	-	-	-
Pool Interest Allocation	361111	22,514	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	6,482	-	-	-	-	-	-	-
Transfer From Fund 135	381135	13,843	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>101,966</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Friends Endowment 2005	913115-571	31,624	-	-	-	-	-	-	-
Tree Bank	921053-541	6,890	-	-	-	-	-	-	-
Miccosukee Community Center	921116-572	2,611	-	-	-	-	-	-	-
Miccosukee Community Center	921126-572	2,552	-	-	-	-	-	-	-
Woodville Community Center	921136-572	2,372	-	-	-	-	-	-	-
Ft. Braden Community Center	921146-572	2,145	-	-	-	-	-	-	-
Bradfordville Community Center	921156-572	1,735	-	-	-	-	-	-	-
DOH-EMS Match M0004	961033-526	12,839	-	-	-	-	-	-	-
EMS/DOH - EMS Equipment	961045-526	-	60,000	60,000	60,000	60,000	60,000	60,000	60,000
<b>Total Appropriations</b>		<b>62,768</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>
<b>Revenues Less Appropriations</b>		<b>39,199</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Leon County Fiscal Year 2014 Adopted Budget

9-1-1 Emergency Communications (130)

Fund Type: Special Revenue

The 9-1-1 Emergency Communications Fund is a special revenue fund established in accordance with the Florida Emergency Telephone Act F.S. 365.171. Major revenue sources of the 9-1-1 Emergency Communications Fund include proceeds from the wireless Enhanced 9-1-1 fee (50 cents/month per service subscriber) pursuant to F.S. 365.172 - 365.173 and the 9-1-1 fee (50 cents/month per service line) pursuant to F.S. 365.171(13). The fund is used to account for resources and expenditures associated with 9-1-1 emergency services within Leon County.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
State Revenue Sharing Enhanced 911 Fee	335220	544,685	491,150	612,000	581,400	575,700	570,000	564,300	558,600
State Revenue Sharing Enhanced 911 DMS	335221	764,996	679,250	722,000	685,900	692,550	699,200	706,800	713,450
Pool Interest Allocation	361111	1,501	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>1,311,181</b>	<b>1,170,400</b>	<b>1,334,000</b>	<b>1,267,300</b>	<b>1,268,250</b>	<b>1,269,200</b>	<b>1,271,100</b>	<b>1,272,050</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Enhanced 9-1-1	180-586	1,220,694	1,080,436	1,106,375	1,106,375	1,100,000	1,100,000	1,100,000	1,100,000
Indirect Costs - Emergency 911	499-525	4,900	5,011	5,011	5,011	5,161	5,316	5,475	5,639
Transfers	950-581	85,464	84,953	155,914	155,914	163,089	163,884	165,625	166,411
<b>Total Appropriations</b>		<b>1,311,058</b>	<b>1,170,400</b>	<b>1,267,300</b>	<b>1,267,300</b>	<b>1,268,250</b>	<b>1,269,200</b>	<b>1,271,100</b>	<b>1,272,050</b>
<b>Revenues Less Appropriations</b>		<b>124</b>	<b>-</b>	<b>66,700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Leon County Fiscal Year 2014 Adopted Budget

Radio Communication Systems (131)

In accordance with F.S. 318.21(10) \$12.50 from each moving traffic violation shall be distributed and paid monthly via the Clerk of Court's fine distribution system. The fund is used to account for resources and expenditures associated with Leon County's participation in an intergovernmental radio communications programs that have been previously approved by the State of Florida, Department of Management Services. This program for Leon County is the 800 MHZ radio system.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Radio Communications Program	351600	367,488	334,875	353,431	335,759	339,116	342,507	345,932	349,391
Pool Interest Allocation	361111	9,252	10,830	8,300	7,885	7,885	7,885	7,885	7,885
Net Incr(decr) In Fmv Of Investment	361300	(4,989)	-	-	-	-	-	-	-
Transfer From Fund 001	381001	200,000	300,000	650,000	650,000	724,033	789,539	805,801	822,620
Appropriated Fund Balance	399900	-	420,086	99,217	99,217	49,783	-	-	-
<b>Total Revenues</b>		<b>571,751</b>	<b>1,065,791</b>	<b>1,110,948</b>	<b>1,092,861</b>	<b>1,120,817</b>	<b>1,139,931</b>	<b>1,159,618</b>	<b>1,179,896</b>

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Indirect Costs - Radio Communications	499-519	1,881	8,541	8,541	8,541	8,797	9,061	9,333	9,613
800 Mhz System Maintenance	529-519	989,382	1,057,250	1,084,320	1,084,320	1,112,020	1,130,870	1,150,285	1,170,283
<b>Total Appropriations</b>		<b>991,263</b>	<b>1,065,791</b>	<b>1,092,861</b>	<b>1,092,861</b>	<b>1,120,817</b>	<b>1,139,931</b>	<b>1,159,618</b>	<b>1,179,896</b>
<b>Revenues Less Appropriations</b>		<b>(419,512)</b>	<b>-</b>	<b>18,087</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

There was a general revenue transfer established to support program in FY12. This transfer has increased over the past years as available fund balance is anticipated to be depleted by FY15.

Leon County Fiscal Year 2014 Adopted Budget

Emergency Medical Services MSTU (135)

Fund Type: Special Revenue

The Emergency Medical Services MSTU Fund is a special revenue fund established in FY 2004 for emergency medical and transport services. The primary revenue source is transport fees paid primarily by medical insurance, Medicare and the Emergency Medical Services Municipal Services Taxing Unit.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
MSTU Ad Valorem	311130	6,692,376	6,276,309	6,627,641	6,296,259	6,390,703	6,518,517	6,714,073	6,949,066
Delinquent Taxes 2003	311203	(1)	-	-	-	-	-	-	-
Delinquent Taxes 2004	311204	4	-	-	-	-	-	-	-
Delinquent Taxes 2005	311205	5	-	-	-	-	-	-	-
Delinquent Taxes 2006	311206	28	-	-	-	-	-	-	-
Delinquent Taxes 2007	311207	428	-	-	-	-	-	-	-
Delinquent Taxes 2008	311208	995	-	-	-	-	-	-	-
Delinquent Taxes 2009	311209	5,536	-	-	-	-	-	-	-
Delinquent Taxes - 2010	311210	34,148	-	-	-	-	-	-	-
Ambulance Fees	342600	10,672,122	8,854,000	8,740,000	8,303,000	8,559,500	8,816,000	9,082,000	9,348,000
Special Events	342604	147,170	150,480	159,200	151,240	154,446	157,721	161,065	164,479
Patient Transports	342605	47,871	9,025	6,200	5,890	6,080	6,270	6,460	6,650
Pool Interest Allocation	361111	113,271	133,665	260,400	247,380	247,380	247,380	247,380	247,380
Net Incr(decr) In Fmv Of Investment	361300	26,908	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	9,225	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	852,805	1,153,836	1,153,836	1,106,232	1,175,515	1,025,424	733,071
<b>Total Revenues</b>		<b>17,750,087</b>	<b>16,276,284</b>	<b>16,947,277</b>	<b>16,157,605</b>	<b>16,464,341</b>	<b>16,921,403</b>	<b>17,236,402</b>	<b>17,448,646</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Emergency Medical Services Vehicle & Equipment Replacement	026014-526	193,803	860,500	1,095,000	758,457	821,000	846,000	870,000	897,000
Emergency Medical Services Technology	076058-526	50,475	52,500	12,500	12,500	12,500	12,500	12,500	12,500
Additional Ambulance & Equipment	096013-526	587,967	-	-	-	-	-	-	-
Emergency Medical Services	185-526	12,730,719	13,544,092	13,892,511	13,852,187	14,058,459	14,196,298	14,347,121	14,492,390
MIS Automation - EMS Fund	470-526	7,085	6,910	3,650	3,650	3,650	3,650	3,650	3,650
EMS - Risk	495-526	19,179	53,069	52,582	52,582	52,582	52,582	52,582	52,582
Indirect Costs - EMS	499-526	1,274,289	1,219,432	1,219,432	1,219,432	1,256,015	1,293,695	1,332,506	1,372,481
Tax Collector	513-586	140,157	133,797	133,797	133,797	135,135	136,486	137,851	137,851
Transfers	950-581	471,906	155,984	-	-	-	-	-	-
Budgeted Reserves - EMS Fund	990-599	-	250,000	250,000	125,000	125,000	380,192	480,192	480,192
<b>Total Appropriations</b>		<b>15,475,580</b>	<b>16,276,284</b>	<b>16,659,472</b>	<b>16,157,605</b>	<b>16,464,341</b>	<b>16,921,403</b>	<b>17,236,402</b>	<b>17,448,646</b>
<b>Revenues Less Appropriations</b>		<b>2,274,507</b>	<b>-</b>	<b>287,805</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

A \$132 million dollar decline in property valuations reduced ad valorem revenue for this fund. A reduction in ambulance fee revenue further decreased revenue for this fund. There is sufficient fund balance available to offset the decline in revenue. Depending on the funding needs, and changes in property values, the County may determine at a later date whether to adjust the millage rate.

Leon County Fiscal Year 2014 Adopted Budget

Municipal Services (140)

Fund Type: Special Revenue

The Municipal Services Fund is a special revenue fund established in support of various municipal services provided in the unincorporated area of Leon County. These services include: parks and recreation, and animal control. The major revenue sources for the Municipal Services Fund are transfers from the Non-Restricted Revenue Fund (i.e. State revenue sharing, the local cent sales tax, etc.) and the Public Services Tax.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Public Service Tax - Electric	314100	5,819,459	5,116,700	4,131,000	3,924,450	4,062,200	4,474,500	4,999,850	5,149,950
Public Service Tax - Water	314300	851,509	888,250	896,100	851,295	825,550	834,100	842,650	851,200
Public Service Tax - Gas	314400	593,314	560,500	488,000	463,600	470,250	476,900	484,500	492,100
Public Service Tax - Fuel Oil	314700	2,678	2,850	3,000	2,850	2,850	2,850	2,850	2,850
Public Service Tax - 2% Discount	314999	(29,619)	(28,500)	(31,000)	(29,450)	(29,450)	(29,450)	(29,450)	(29,450)
Waste Disposal Fee	319150	(58)	-	-	-	-	-	-	-
DOT-Reimbursement Route 27	343913	5,352	-	-	-	-	-	-	-
Parks And Recreation	347200	6,183	5,225	6,000	5,700	5,700	5,700	5,700	5,700
Coe's Landing Park	347201	21,688	19,570	18,200	17,290	17,480	17,575	17,765	17,955
Animal Control Education	351310	480	-	-	-	-	-	-	-
Pool Interest Allocation	361111	59,082	51,870	92,900	88,255	88,255	88,255	88,255	88,255
Net Incr(decr) In Fmv Of Investment	361300	2,887	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	65	-	-	-	-	-	-	-
Contributions And Donations	366000	-	-	4,000	3,800	3,800	3,800	3,800	3,800
Other Miscellaneous Revenue	369900	1,000	-	-	-	-	-	-	-
Transfer From Fund 001	381001	12,000	-	-	-	-	-	-	-
Transfer From Fund 126	381126	-	-	608,545	608,545	621,834	258,680	35,000	35,000
<b>Total Revenues</b>		<b>7,346,020</b>	<b>6,616,465</b>	<b>6,216,745</b>	<b>5,936,335</b>	<b>6,068,469</b>	<b>6,132,910</b>	<b>6,450,920</b>	<b>6,617,360</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Animal Services	201-562	553,860	1,165,688	1,135,461	1,134,642	1,134,656	1,143,270	1,152,075	1,161,102
Parks and Recreation Services	436-572	2,119,539	2,447,979	2,616,250	2,616,250	2,681,423	2,719,292	2,751,936	2,785,462
MIS Automation - Animal Control	470-562	1,541	1,240	660	660	660	660	660	660
MIS Automation - Parks and Recreation	470-572	1,311	1,240	540	540	540	540	540	540
Municipal Services - Risk	495-572	29,897	64,338	65,753	65,753	65,753	65,753	65,753	65,753
Indirect Costs - Municipal Services (Animal Control)	499-562	137,433	116,983	116,983	116,983	120,492	124,107	127,830	131,665
Indirect Costs - Municipal Services (Parks & Recreation)	499-572	486,221	464,947	464,947	464,947	478,895	493,262	508,060	523,302
Payment to City- Parks & Recreation	838-572	1,034,871	1,122,249	1,169,944	1,169,944	1,219,666	1,219,666	1,219,666	1,219,666
Transfers	950-581	3,796,054	1,178,783	326,616	326,616	326,384	326,360	584,400	689,210
Budgeted Reserves - Municipal Service	990-599	-	53,018	40,000	40,000	40,000	40,000	40,000	40,000
<b>Total Appropriations</b>		<b>8,160,727</b>	<b>6,616,465</b>	<b>5,937,154</b>	<b>5,936,335</b>	<b>6,068,469</b>	<b>6,132,910</b>	<b>6,450,920</b>	<b>6,617,360</b>
<b>Revenues Less Appropriations</b>		<b>(814,707)</b>	<b>-</b>	<b>279,591</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

This fund will see a significant reduction in revenue due to an over remittance error. Specifically, the City of Tallahassee overpaid the County \$2.1 million in electric Public Service Tax over the last three years. As a result, the projected utility revenue will repay the overpayment over the next three years. The offset will cause a decrease in the transfer funding for Capital Projects.

Leon County Fiscal Year 2014 Adopted Budget

Fire Rescue Services (145)

Fund Type: Special Revenue

The Fire Services Fund is a special revenue fund established in FY 2010 as a method to fund enhanced fire protection services in the unincorporated area of Leon County. This includes 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. By interlocal agreement with the City of Tallahassee, emergency medical and fire rescue services have been functionally consolidated with both Department Chiefs reporting to the County Administrator and City Manager. In addition, the County provides support to the Volunteer Fire Departments.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Delinquent Taxes	311200	-	184,041	-	-	-	-	-	-
Fire Service Fee	325201	6,223,604	4,833,600	5,776,936	5,488,089	5,538,145	5,588,702	5,639,765	5,691,338
Fire Service Fee	325202	1,384,597	1,174,909	1,568,527	1,490,101	1,505,001	1,520,051	1,535,252	1,550,604
Delinquent Fees	325203	133,732	-	169,981	161,482	163,097	164,728	166,375	168,039
Delinquent FY11 Fees	325204	-	202,222	-	-	-	-	-	-
Pool Interest Allocation	361111	30,813	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	13,606	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>7,786,352</b>	<b>6,394,772</b>	<b>7,515,444</b>	<b>7,139,672</b>	<b>7,206,243</b>	<b>7,273,481</b>	<b>7,341,392</b>	<b>7,409,981</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Tax Collector	513-586	27,040	33,080	34,770	34,770	33,361	33,695	34,033	34,373
Fire Services Payment	838-522	7,927,955	5,879,213	6,622,423	6,622,423	6,690,403	6,757,307	6,824,880	6,893,129
Volunteer Fire Department	843-522	192,213	482,479	482,479	482,479	482,479	482,479	482,479	482,479
Transfers	950-581	25,000	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>8,172,208</b>	<b>6,394,772</b>	<b>7,139,672</b>	<b>7,139,672</b>	<b>7,206,243</b>	<b>7,273,481</b>	<b>7,341,392</b>	<b>7,409,981</b>
<b>Revenues Less Appropriations</b>		<b>(385,856)</b>	<b>-</b>	<b>375,772</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

In FY10, the Board approved placing this assessment on the tax bill for property owners who did not pay the fee via the established billing system. Non ad valorem collections for FY14 include \$1.5 million in current charges and \$169,981 in delinquent billings. Direct billing by the City of Tallahassee is still the primary source for the collection of this fee. At the July 9, 2013 meeting the Board approved a proposal for a one-year extension of the current agreement under the same terms and conditions and a new rate study which will outline the long term funding of Fire and EMS.

# Leon County Fiscal Year 2014 Adopted Budget

## Tourism Development (160)

Fund Type: Special Revenue

The Tourist Development Fund is a special revenue fund established as the repository for the collection of the 5% Local Option Tourist Development Tax on transient lodging sales in Leon County (bed tax). The Tourist Development Council administers the expenditure of these revenues, as limited by law, to tourist development initiatives. Annual reserves for contingencies are supported by available fund balance. This amount will be determined on an annual basis as part of the budget process.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Tourist Development (3 Cents & 5th Cent)	312100	3,285,300	3,280,540	3,580,000	3,401,000	3,537,040	3,678,522	3,825,662	3,978,689
Tourist Development (1 Cent)	312110	821,320	820,135	868,151	824,743	857,732	892,041	927,723	964,832
Pool Interest Allocation	361111	87,436	74,765	150,800	143,260	143,260	143,260	143,260	143,260
Net Incr(decr) In Fmv Of Investment	361300	24,622	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	1,169	-	-	-	-	-	-	-
Rents And Royalties	362000	10,200	10,200	10,200	10,200	10,200	10,200	10,200	10,200
Merchandise Sales	365000	4,976	7,500	7,500	7,500	7,500	7,500	7,500	7,500
Other Contributions	366930	8,400	4,500	9,534	9,534	9,534	9,534	9,534	9,534
Other Miscellaneous Revenue	369900	3,566	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	6,332	410,662	410,662	141,375	-	-	-
<b>Total Revenues</b>		<b>4,246,989</b>	<b>4,203,972</b>	<b>5,036,847</b>	<b>4,806,899</b>	<b>4,706,641</b>	<b>4,741,057</b>	<b>4,923,879</b>	<b>5,114,015</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Welcome Center Roof Replacement	086065-552	-	-	60,000	30,000	30,000	-	-	-
Administration	301-552	446,917	514,499	486,459	486,459	485,963	492,517	499,213	506,066
Advertising	302-552	754,319	843,000	942,428	942,428	942,428	942,428	942,428	942,428
Marketing	303-552	946,048	1,023,310	1,139,934	1,238,436	1,236,718	1,246,997	1,257,492	1,268,220
Special Projects	304-552	216,458	150,000	310,000	310,000	310,000	310,000	310,000	310,000
1 Cent Expenses	305-552	521,494	820,800	824,743	824,743	857,732	892,041	927,723	964,832
MIS Automation - Tourism Development	470-552	9,172	8,640	8,560	8,560	8,560	8,560	8,560	8,560
Tourism Development - Risk	495-552	5,349	6,768	6,916	6,916	6,916	6,916	6,916	6,916
Indirect Costs - Tourism Development	499-552	98,509	115,908	115,908	115,908	119,385	122,967	126,656	130,456
Council on Culture & Arts (COCA)	888-573	504,500	354,500	504,500	504,500	504,500	504,500	504,500	504,500
Line Item - Special Events	888-574	-	-	234,500	134,500	-	-	-	-
Transfers	950-581	163,451	320,941	163,451	163,451	163,451	163,451	163,451	-
Budgeted Reserves - Tourism Development	990-599	-	45,606	15,000	40,998	40,988	50,680	176,940	472,037
<b>Total Appropriations</b>		<b>3,666,218</b>	<b>4,203,972</b>	<b>4,812,399</b>	<b>4,806,899</b>	<b>4,706,641</b>	<b>4,741,057</b>	<b>4,923,879</b>	<b>5,114,015</b>
<b>Revenues Less Appropriations</b>		<b>580,771</b>	<b>-</b>	<b>224,448</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The Board directed staff to allocate \$125,000 in grants funds for a signature community event fund as well as an additional \$25,000 in sports grant funding from the TDC fund balance. In addition, fund balance was allocated to assist in relocating The Red Hills Horse Trials and provide match funding for the Word of the South Festival special events. A workshop will be held on October 29, 2013 to discuss the allocation of the Tourist Development funds including the additional penny currently set aside for the Performing Arts Center.

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Housing Finance Authority (161)

Fund Type: Special Revenue

The Housing Finance Authority Fund is a special revenue fund established as the repository for the collection of issuer fees that are deposited when single family revenue bonds are placed on the open market for purchase by banks pursuant to Florida Statute Chapter 159 and Leon County Ordinance. Expenditures are limited to single family mortgage loans.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Project Fees	345125	33,000	30,495	31,800	30,210	29,925	29,925	29,925	29,925
SHIP Recaptured Revenue	345150	490	-	-	-	-	-	-	-
Pool Interest Allocation	361111	11,931	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	5,973	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>51,394</b>	<b>30,495</b>	<b>31,800</b>	<b>30,210</b>	<b>29,925</b>	<b>29,925</b>	<b>29,925</b>	<b>29,925</b>
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Housing Finance Authority	808-554	25,465	30,495	30,210	30,210	29,925	29,925	29,925	29,925
<b>Total Appropriations</b>		<b>25,465</b>	<b>30,495</b>	<b>30,210</b>	<b>30,210</b>	<b>29,925</b>	<b>29,925</b>	<b>29,925</b>	<b>29,925</b>
<b>Revenues Less Appropriations</b>		<b>25,929</b>	<b>-</b>	<b>1,590</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

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 Capital Projects Fund (305). Prior to FY 2002, each road project had a discrete fund for the repayments to be accounted. The County's finance system (Banner) is currently tracking each individual parcel's obligation as a discrete account negating the need for individual funds.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Pool Interest Allocation	361111	12,393	11,210	36,600	34,770	34,770	34,770	34,770	34,770
Net Incr(decr) In Fmv Of Investment	361300	7,176	-	-	-	-	-	-	-
Other Interest Earnings	361390	118,742	83,662	100,733	95,696	83,437	69,102	58,298	43,198
Special Assessments	363000	520,429	237,588	219,931	208,934	214,952	200,508	205,343	157,373
Refund Of Prior Year Expenses	369300	197,000	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>855,740</b>	<b>332,460</b>	<b>357,263</b>	<b>339,400</b>	<b>333,159</b>	<b>304,380</b>	<b>298,411</b>	<b>235,341</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Tax Collector	513-586	6,300	6,400	6,600	6,600	5,500	5,500	5,500	5,500
Transfers	950-581	312,632	326,060	332,800	332,800	327,659	298,880	292,911	229,841
<b>Total Appropriations</b>		<b>318,932</b>	<b>332,460</b>	<b>339,400</b>	<b>339,400</b>	<b>333,159</b>	<b>304,380</b>	<b>298,411</b>	<b>235,341</b>
<b>Revenues Less Appropriations</b>		<b>536,808</b>	<b>-</b>	<b>17,863</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

FY14 fund transfer normally for general capital expenditures was transferred to the General Fund as part of the savings associated with capital project deferral.

Special Assessment - Killlearn 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 Killlearn Lakes Units I and II to pay for the costs associated with maintaining the new City of Tallahassee sewer service distribution system completed in October 2006. The assessment is collected and remitted to the City of Tallahassee in accordance with an interlocal agreement with the City of Tallahassee. The charge levied to each parcel within Units I and II is \$179.43.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Pool Interest Allocation	361111	3,979	-	-	-	-	-	-	-
Special Assessment - Killlearn Lakes Sewer	363230	197,165	237,500	250,000	237,500	237,500	237,500	237,500	237,500
<b>Total Revenues</b>		<b>201,145</b>	<b>237,500</b>	<b>250,000</b>	<b>237,500</b>	<b>237,500</b>	<b>237,500</b>	<b>237,500</b>	<b>237,500</b>

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Tax Collector	513-586	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Sewer Services Killlearn Lakes Units I and II	838-535	228,535	232,500	232,500	232,500	232,500	232,500	232,500	232,500
<b>Total Appropriations</b>		<b>233,535</b>	<b>237,500</b>	<b>237,500</b>	<b>237,500</b>	<b>237,500</b>	<b>237,500</b>	<b>237,500</b>	<b>237,500</b>
<b>Revenues Less Appropriations</b>		<b>(32,391)</b>	<b>-</b>	<b>12,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

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Bank of America Building Operations (165)

Fund Type: Special Revenue

On June 26, 2003, the Board of County Commissioners purchased the Bank of America Building on Calhoun Street. The operating fund will be used to facilitate and account for the ongoing operations of this building. In FY 2004 and for a predetermined future period, revenues associated with this fund will primarily be generated by the remaining leases associated with the current tenants of the building. Expenses associated with this fund are comprised of necessities required in the upkeep, maintenance, and management of the facility. 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.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Parking Facilities	344500	82,942	66,270	88,325	83,909	84,028	84,089	84,275	84,403
Pool Interest Allocation	361111	49,438	43,130	71,900	68,305	68,305	68,305	68,305	68,305
Net Incr(decr) In Fmv Of Investment	361300	9,256	-	-	-	-	-	-	-
Rents And Royalties	362000	1,241,099	1,420,187	1,433,326	1,433,326	1,454,538	1,481,472	1,514,666	1,538,860
Appropriated Fund Balance	399900	-	789,871	451,273	451,273	376,531	139,769	-	-
<b>Total Revenues</b>		<b>1,382,734</b>	<b>2,319,458</b>	<b>2,044,824</b>	<b>2,036,813</b>	<b>1,983,402</b>	<b>1,773,635</b>	<b>1,667,246</b>	<b>1,691,568</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Bank of America Building Acquisition/Renovations	086025-519	443,963	800,000	784,000	784,000	710,000	480,000	372,403	-
Bank of America	154-519	412,199	749,981	763,386	763,386	783,093	802,497	803,676	804,882
Bank of America	154-711	44,473	-	-	-	-	-	-	-
Bank of America	154-712	37,619	-	-	-	-	-	-	-
Bank of America - Risk	495-519	30,503	37,153	37,823	37,823	37,823	37,823	37,823	37,823
Indirect Costs - Bank of America	499-519	13,227	17,064	17,064	17,064	17,576	18,103	18,646	19,205
Transfers	950-581	715,260	715,260	434,540	434,540	434,910	435,212	434,698	829,658
<b>Total Appropriations</b>		<b>1,697,244</b>	<b>2,319,458</b>	<b>2,036,813</b>	<b>2,036,813</b>	<b>1,983,402</b>	<b>1,773,635</b>	<b>1,667,246</b>	<b>1,691,568</b>
<b>Revenues Less Appropriations</b>		<b>(314,510)</b>	<b>-</b>	<b>8,011</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

Fund balance is appropriated in FY14 to pay for necessary capital improvements to the building including replacement of the roof and converting large office space to smaller office space to meet demand. Out year allocation of fund balance reflect the project needs as identified on pages 24-42. The out year capital projects include in FY15 caulking/filling or replacing windows (\$710,000), in FY16 replacing second floor air handler (\$480,000), and in FY17 purchasing a larger generator, transfer switch and switch gears (\$372,403).

Leon County Fiscal Year 2014 Adopted Budget

Huntington Oaks Plaza (166)

Fund Type: Special Revenue

This fund was established to maintain accounting for the maintenance of the Huntington Oaks Plaza purchased by the County in FY10 for the expansion of the Lake Jackson store front library and the construction of community room. Revenue from this fund is derived from lease payments from space rentals for use in maintaining the property.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Pool Interest Allocation	361111	5,297	-	-	-	-	-	-	-
Rents And Royalties	362000	86,005	122,058	180,376	180,376	174,166	177,630	134,155	159,213
Other Miscellaneous Revenue	369900	(22)	-	-	-	-	-	-	-
Transfer From Fund 001	381001	275,000	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	129,733	53,614	53,614	154,877	186,468	-	-
<b>Total Revenues</b>		<b>366,280</b>	<b>251,791</b>	<b>233,990</b>	<b>233,990</b>	<b>329,043</b>	<b>364,098</b>	<b>134,155</b>	<b>159,213</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Huntington Oaks Plaza Bldg Improvement	083002-519	-	150,000	245,000	100,000	195,000	230,000	-	25,000
Huntington Oaks Plaza Bldg Improv - Fire	083002-522	29,967	-	-	-	-	-	-	-
Huntington Oaks Plaza Operating	155-519	99,147	92,775	124,425	124,425	124,425	124,425	124,425	124,425
Huntington Oaks - Risk	495-519	7,398	7,235	7,784	7,784	7,784	7,784	7,784	7,784
Indirect Costs - Huntington Oaks Plaza	499-519	1,436	1,781	1,781	1,781	1,834	1,889	1,946	2,004
<b>Total Appropriations</b>		<b>137,948</b>	<b>251,791</b>	<b>378,990</b>	<b>233,990</b>	<b>329,043</b>	<b>364,098</b>	<b>134,155</b>	<b>159,213</b>
<b>Revenues Less Appropriations</b>		<b>228,331</b>	<b>-</b>	<b>(145,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Leon County Fiscal Year 2014 Adopted Budget

Bond Series 2012A & 2012B (211)

Fund Type: Debt Service

The Bond Series 2012A & 2012B Fund is a debt service fund established to account for the debt service associated with the Capital Improvement Revenue Bonds Series 2012A (Tax Exempt) and 2012B (Taxable). These bonds were issued to fund the acquisition of the Bank of America building and for major repairs and renovations to the existing County Courthouse facility. (This fund was changed from Bond Series 2003A & 2003B due to refunding of the Bond in 2012).

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Transfer From Fund 001	381001	240,020	-	-	-	-	-	-	-
Transfer From Fund 126	381126	-	238,420	144,847	144,847	144,970	145,071	144,900	6,245,188
Transfer From Fund 165	381165	715,260	715,260	434,540	434,540	434,910	435,212	434,698	829,658
Appropriated Fund Balance	399900	-	1,200	1,200	1,200	1,200	1,200	1,200	1,200
<b>Total Revenues</b>		<b>955,280</b>	<b>954,880</b>	<b>580,587</b>	<b>580,587</b>	<b>581,080</b>	<b>581,483</b>	<b>580,798</b>	<b>7,076,046</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Bond Series 2012A (Tax Exempt)	975-582	352,448	352,470	136,706	136,706	136,706	136,706	136,706	136,706
Bond Series 2012B (Taxable)	976-582	602,832	602,410	443,881	443,881	444,374	444,777	444,092	6,939,340
<b>Total Appropriations</b>		<b>955,280</b>	<b>954,880</b>	<b>580,587</b>	<b>580,587</b>	<b>581,080</b>	<b>581,483</b>	<b>580,798</b>	<b>7,076,046</b>
<b>Revenues Less Appropriations</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

Savings associated with the FY13 refinancing saved the County \$374,000 in FY14 and a total of \$2.6 million for the refinancing period.

Leon County Fiscal Year 2014 Adopted Budget

Bond Series 2011 (216)

Fund Type: Debt Service

The Bond Series 1998B Fund is a debt service fund established to account for the debt service associated with the Capital Improvement Revenue Refunding Bond Series 1998B. This bond was issued to refund the Library Bond Series 1991, which was originally issued to finance various capital projects including the construction of a public library and improvements to the County owned solid waste management facility. This bond refunded during FY 2011 at a rate of 1.15%, which provides savings of \$390,000 over the life of the refinancing and be fully paid by FY 2013.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Transfer From Fund 126	381126	2,719,003	2,830,195	-	-	-	-	-	-
<b>Total Revenues</b>		<b>2,719,003</b>	<b>2,830,195</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Bond Series 1998B	951-582	2,719,003	2,830,195	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>2,719,003</b>	<b>2,830,195</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenues Less Appropriations</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

FY13 budget reflects the final payment of this refinancing.

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Bond Series 2005 (220)

Fund Type: Debt Service

The Bond Series 2005 Fund is a debt service fund established to account for the debt service associated with the Capital Improvement Revenue Refunding Bond Series 2005. This 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. This bond was also issued to fund the relocation of the Growth and Environmental Management facility, the construction of a public library and renovations to the County Courthouse building.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Transfer From Fund 001	381001	416,804	416,804	416,804	416,804	416,804	416,804	416,804	416,804
Transfer From Fund 126	381126	4,227,385	4,224,299	7,063,335	7,063,335	7,070,542	7,064,966	6,797,452	313,827
Transfer From Fund 140	381140	293,585	293,465	326,616	326,616	326,384	326,360	326,274	-
Transfer From Fund 160	381160	163,451	163,451	163,451	163,451	163,451	163,451	163,451	-
<b>Total Revenues</b>		<b>5,101,225</b>	<b>5,098,019</b>	<b>7,970,206</b>	<b>7,970,206</b>	<b>7,977,181</b>	<b>7,971,581</b>	<b>7,703,981</b>	<b>730,631</b>

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Bond Series 2005	958-582	5,101,225	5,098,019	7,970,206	7,970,206	7,977,181	7,971,581	7,703,981	730,631
<b>Total Appropriations</b>		<b>5,101,225</b>	<b>5,098,019</b>	<b>7,970,206</b>	<b>7,970,206</b>	<b>7,977,181</b>	<b>7,971,581</b>	<b>7,703,981</b>	<b>730,631</b>
<b>Revenues Less Appropriations</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Leon County Fiscal Year 2014 Adopted Budget

ESCO Lease (221)

Fund Type: Debt Service

The ESCO Lease Fund is a debt service fund established to account for the debt service associated with the obligations relating to the County's Energy Performance Contract with Energy Systems Group. This lease was entered into to fund the acquisition of various facility improvement measures including lighting upgrades, HVAC systems, an energy management system and water/sewer improvements. These energy efficiency improvements will offset the cost of the lease. Energy Systems Group will pay any balance on the lease not offset by these energy cost savings. The net savings will total approximately \$850,000.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Transfer From Fund 001	381001	484,514	484,513	484,514	484,514	484,514	484,514	484,514	484,514
<b>Total Revenues</b>		484,514	484,513	484,514	484,514	484,514	484,514	484,514	484,514
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
ESCO Lease	977-582	484,514	484,513	484,514	484,514	484,514	484,514	484,514	484,514
<b>Total Appropriations</b>		484,514	484,513	484,514	484,514	484,514	484,514	484,514	484,514
<b>Revenues Less Appropriations</b>		-	-	-	-	-	-	-	-

Leon County Fiscal Year 2014 Adopted Budget

Capital Improvements (305)

Fund Type: Capital Projects

The Capital Improvements Fund is a capital project fund established in support of the County's Capital Improvement Program. A major revenue source of the Capital Improvement Fund is a transfer from general revenue dollars. The fund is used to account for resources and expenditures associated with the acquisition or construction of major non-transportation related capital facilities and/or projects other than those financed by Proprietary Funds.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
COT Reimb Pedrick Rd Sewer Proj	337301	313,676	-	-	-	-	-	-	-
Pool Interest Allocation	361111	653,620	482,335	453,400	430,730	383,230	335,730	287,850	240,350
Net Incr(decr) In Fmv Of Investment	361300	181,654	-	-	-	-	-	-	-
Refund Of Prior Year Expenses	369300	38,030	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	1,000	-	-	-	-	-	-	-
Transfer From Fund 001	381001	1,587,364	-	-	-	2,500,000	2,500,000	2,500,000	3,098,815
Transfer from Fund 111	381111	361,516	-	-	-	-	-	-	-
Transfer From Fund 121	381121	16,000	-	-	-	-	-	-	-
Transfer from 122	381122	826,632	-	-	-	-	-	-	-
Transfer From Fund 123	381123	1,690,377	-	-	-	-	-	-	-
Transfer From Fund 126	381126	2,137,751	-	-	-	-	-	-	-
Transfer From Fund 140	381140	3,502,469	236,818	-	-	-	-	258,126	689,210
Transfer From Fund 145	381145	25,000	-	-	-	-	-	-	-
Transfer From Fund 160	381160	-	157,490	-	-	-	-	-	-
Transfer From Fund 162	381162	312,632	326,060	182,800	182,800	327,659	298,880	292,911	229,841
Transfer From Fund 501	381501	5,494,505	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	5,541,767	5,425,150	5,425,150	3,923,891	3,117,170	2,160,643	301,314
<b>Total Revenues</b>		<b>17,142,225</b>	<b>6,744,470</b>	<b>6,061,350</b>	<b>6,038,680</b>	<b>7,134,780</b>	<b>6,251,780</b>	<b>5,499,530</b>	<b>4,559,530</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
General Vehicle & Equipment Replacement	026003-519	395,796	322,490	614,200	350,500	498,000	450,000	410,000	420,000
Stormwater Vehicle & Equipment Replacement	026004-538	481,914	342,500	720,400	430,400	870,000	690,000	680,000	570,000
Fleet Management Shop Equipment	026010-519	31,087	65,000	50,000	-	50,000	-	50,000	25,000
Woodville Community Park	041002-572	-	50,000	550,000	50,000	500,000	-	-	-
Fort Braden Community Park	042005-572	-	75,000	-	-	-	-	-	-
Tower Road Park	043003-572	16,541	-	-	-	-	-	-	-
Fred George Park	043007-572	97,901	-	-	-	50,000	50,000	50,000	-
Okeehoopkee Prairie Park	043008-572	-	315,000	150,000	-	150,000	-	-	-
Stoneler Road Park Improvements	043010-572	-	85,000	-	-	-	-	-	-
Northeast Community Park	044001-572	100,000	388,000	388,000	388,000	-	-	-	-
Miccosukee Park	044002-572	39,051	40,000	-	-	-	-	-	-
Miccosukee Greenway	044003-572	-	35,000	-	-	300,000	-	-	-
Miccosukee Community Center	044005-572	-	-	-	-	-	15,000	-	-
Apalachee Parkway Regional Park	045001-572	14,307	758,000	100,000	-	300,000	100,000	100,000	100,000
J.R. Alford Greenway	045004-572	10,194	-	75,000	-	-	-	-	-
Pedrick Pond Stormwater Reuse Irrigation Sys	045007-537	-	-	-	100,000	-	-	-	-
Pedrick Road Pond Walking Trail	045007-572	300	120,000	-	-	-	-	-	-
Parks Capital Maintenance	046001-572	226,074	500,000	900,000	400,000	450,000	850,000	910,000	300,000
Playground Equipment Replacement	046006-572	176,889	163,000	163,000	-	130,000	-	130,000	-
New Vehicles and Equipment for Parks/Greenways	046007-572	23,802	35,000	17,000	17,000	-	84,000	-	-
Athletic Field Lighting	046008-572	141,367	-	150,000	150,000	-	-	-	-
Greenways Capital Maintenance	046009-572	113,267	145,000	166,000	166,000	202,000	238,000	257,000	257,000
St. Marks Headwaters Greenways	047001-572	23,406	-	-	-	-	-	-	-
Stormwater and Transportation Improvements	056010-541	1,549,934	-	-	-	-	-	-	-
CARDS Program: Start Up Costs	057900-541	36,144	75,000	75,000	-	-	-	-	-
2/3 Program - Linene Wood	057914-541	2,541	-	-	-	-	-	-	-
2/3 Program: Terre Bonne	057916-541	62,258	-	-	-	-	-	-	-

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Capital Improvements (305)

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
CARDS: Brushy Creek Road Stormwater Improvements	065003-538	85,769	-	-	-	-	-	-	-
CARDS Stormwater Program: Start Up Costs	066001-538	41	-	50,000	-	-	50,000	-	50,000
Stormwater Structure Inventory and Mapping	066003-538	117,486	250,000	250,000	125,000	-	-	-	-
TMDL Compliance Activities	066004-538	-	50,000	100,000	50,000	250,000	500,000	500,000	500,000
Stormwater Maintenance Filter Replacement	066026-562	177,255	100,000	100,000	-	100,000	100,000	100,000	100,000
Financial Hardware and Software	076001-519	24,881	9,000	30,000	30,000	-	-	-	-
Data Wiring	076003-519	19,772	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Digital Phone System	076004-519	-	150,000	400,000	400,000	100,000	25,000	25,000	25,000
Supervisor of Elections Technology	076005-519	23,279	25,000	35,000	30,000	35,000	25,000	25,000	25,000
File Server Maintenance	076008-519	237,716	250,000	375,000	375,000	375,000	375,000	375,000	375,000
Geographic Information Systems	076009-539	249,867	238,280	238,280	188,280	238,280	238,280	238,280	238,280
Library Services Technology	076011-571	31,975	42,000	20,000	20,000	80,000	30,000	30,000	30,000
Permit & Enforcement Tracking System	076015-537	-	70,000	50,000	50,000	50,000	50,000	50,000	50,000
Network Backbone Upgrade	076018-519	77,082	80,000	80,000	80,000	80,000	80,000	80,000	80,000
Technology In Chambers	076022-519	-	-	85,000	85,000	-	-	-	-
Courtroom Technology	076023-519	-	100,000	100,000	100,000	100,000	75,000	50,000	50,000
Courtroom Technology	076023-713	123,049	-	-	-	-	-	-	-
User Computer Upgrades	076024-519	219,432	300,000	300,000	200,000	300,000	300,000	300,000	300,000
User Computer Upgrades	076024-713	18,708	-	-	-	-	-	-	-
Work Order Management	076042-519	-	19,000	20,000	20,000	20,000	20,000	20,000	20,000
Disaster Recovery	076044-519	-	250,000	-	-	-	-	-	-
Property Appraiser Technology	076045-519	19,333	-	-	-	-	-	-	-
State Attorney Technology	076047-519	-	30,000	30,000	25,000	30,000	30,000	30,000	30,000
State Attorney Technology	076047-713	22,553	-	-	-	-	-	-	-
Electronic Timesheets	076048-519	5,021	-	-	-	-	-	-	-
Public Defender Technology	076051-519	-	30,000	150,000	25,000	30,000	30,000	30,000	30,000
Public Defender Technology	076051-713	26,392	-	-	-	-	-	-	-
Geographic Information Systems Incremental Basemap Update	076060-539	298,500	-	298,500	298,500	298,500	298,500	298,500	298,500
Records Management	076061-519	19,416	50,000	50,000	-	50,000	50,000	50,000	50,000
E-Filing System for Court Documents	076063-519	-	88,200	21,435	20,000	-	-	-	-
MIS Data Center and Elevator Room Halon System	076064-519	-	70,000	-	-	-	-	-	-
Woodville Library	081004-571	33,959	-	-	-	-	-	-	-
Fort Braden Renovations	082003-572	-	28,000	-	-	25,000	-	-	-
Lake Jackson Library	083001-571	2,046,601	-	-	-	-	-	-	-
Eastside Library	085001-571	760,038	-	-	-	-	-	-	-
Addition to Chaires Fire Station	085003-522	64,238	-	-	-	-	-	-	-
Courtroom Minor Renovations	086007-519	-	150,000	60,000	-	60,000	60,000	60,000	60,000
Courtroom Minor Renovations	086007-712	50,314	-	-	-	-	-	-	-
Accessibility Improvements	086010-519	1,000	-	-	-	-	-	-	-
Architectural & Engineering Services	086011-519	33,804	60,000	80,000	40,000	80,000	80,000	80,000	60,000
Courthouse Security	086016-519	-	20,000	20,000	-	20,000	20,000	20,000	20,000
Common Area Furnishings	086017-519	3,599	25,000	30,000	20,000	30,000	30,000	30,000	30,000
Courthouse Repairs	086024-519	783,922	84,000	260,000	100,000	225,000	200,000	200,000	145,000
Bank of America Building Acquisition/Renovations	086025-519	193,540	-	-	-	-	-	-	-
Courthouse Renovations	086027-519	-	-	30,000	30,000	408,000	456,000	-	-
Courthouse Renovations	086027-712	4,937	-	-	-	-	-	-	-
Agriculture Center Renovations	086030-519	-	-	-	-	50,000	-	-	-
Parking Lot Maintenance	086033-519	-	16,000	71,000	25,000	16,000	16,000	16,000	16,000
Elevator Generator Upgrades	086037-519	380,118	325,000	125,000	-	150,000	150,000	150,000	150,000

Leon County Fiscal Year 2014 Adopted Budget

Capital Improvements (305)

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Energy & Resource Conservation Improvements	086041-519	129,764	-	-	-	-	-	-	-
Sheriff Heliport Building Construction	086042-523	-	-	175,000	175,000	-	-	-	-
Main Library Improvements	086053-571	52,674	151,000	40,000	-	40,000	300,000	-	-
Centralized Storage Facility	086054-519	273	-	50,000	-	-	50,000	-	-
General County Maintenance and Minor Renovations	086057-519	36,447	85,000	85,000	-	25,000	25,000	25,000	25,000
Election's Warehouse Renovations	086058-513	-	-	61,000	-	-	-	-	-
Public Works Facility Renovations	086060-519	-	-	60,000	-	-	-	-	-
Community Services Building Roof Replacement	086062-519	24,957	60,000	200,000	200,000	200,000	-	-	-
Facilities Management Warehouse Roof Replacement	086063-519	-	-	97,000	-	-	-	-	-
Air Conditioning Unit Replacements	086064-519	-	-	-	-	94,000	36,000	36,000	36,000
Pre-Fabricated Buildings	086066-572	-	-	-	-	-	-	18,750	18,750
Morgue Facility	086067-527	-	-	250,000	50,000	-	-	-	-
Lake Jackson Town Center Sense of Place	086068-519	-	-	-	100,000	50,000	50,000	50,000	50,000
Business Incubator Facility	086069-552	-	-	-	250,000	-	-	-	-
Fairground Sense of Place Initiative	086070-519	-	-	50,000	50,000	-	-	-	-
Emergency Medical Services Facility	096008-526	4,061,997	-	-	-	-	-	-	-
Election Equipment	096015-513	-	-	800,000	800,000	-	-	-	-
Public Safety Complex	096016-529	4,093,202	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>18,095,683</b>	<b>6,744,470</b>	<b>9,470,815</b>	<b>6,038,680</b>	<b>7,134,780</b>	<b>6,251,780</b>	<b>5,499,530</b>	<b>4,559,530</b>
<b>Revenues Less Appropriations</b>		<b>(953,457)</b>	<b>-</b>	<b>(3,409,465)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The majority of FY14 Capital Improvement Plan is related to the maintenance of existing infrastructure, purchase of replacement vehicles and equipment, information technology upgrades, new voting equipment and limited resources committed to new construction or facility improvements. During FY12, the Board replenished the general capital reserves in the amount of \$13.1 million, which put the Board in position to fund the general County maintenance projects in the capital improvement fund for the next five years. The out year budgets show additional general revenue support of approximately \$2.5 million a year for FY15 to FY17 and \$3 million in FY18 however; as part of the FY14 budget balancing effort, the Board deferred capital projects and eliminated the normal general fund transfer to this fund. To resume the five year maintenance schedule the transfer will need to begin again in FY15.

# Leon County Fiscal Year 2014 Adopted Budget

## Transportation Improvements (306)

Fund Type: Capital Projects

The Transportation Improvement Fund is a capital project fund established to account for transportation related capital projects.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Pool Interest Allocation	361111	27,693	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	14,824	-	-	-	-	-	-	-
Transfer From Fund 106	381106	3,587,700	1,355,200	1,831,200	1,831,200	3,088,200	2,965,200	2,899,200	2,835,200
<b>Total Revenues</b>		<b>3,630,218</b>	<b>1,355,200</b>	<b>1,831,200</b>	<b>1,831,200</b>	<b>3,088,200</b>	<b>2,965,200</b>	<b>2,899,200</b>	<b>2,835,200</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Public Works Vehicle & Equipment Replacement	026005-541	908,784	919,000	913,500	586,000	1,093,000	970,000	904,000	840,000
Arterial & Collector Roads Pavement Markings	026015-541	16,104	85,200	135,200	135,200	135,200	135,200	135,200	135,200
Buck Lake Road	055001-541	2,179,734	-	-	-	-	-	-	-
Florida Department of Transportation Permitting Fees	056007-541	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Stormwater and Transportation Improvements	056010-541	-	-	-	-	500,000	500,000	500,000	500,000
Public Works Design and Engineering Services	056011-541	58,351	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Bradfordville Pond 6 Rehabilitation	064004-538	48,432	-	-	-	-	-	-	-
Bradfordville Pond 4 Outfall Stabilization	064005-538	3,359	241,000	-	-	-	-	-	-
Reserves for Future Transportation Projects	990-599	-	-	1,000,000	1,000,000	1,250,000	1,250,000	1,250,000	1,250,000
<b>Total Appropriations</b>		<b>3,214,764</b>	<b>1,355,200</b>	<b>2,158,700</b>	<b>1,831,200</b>	<b>3,088,200</b>	<b>2,965,200</b>	<b>2,899,200</b>	<b>2,835,200</b>
<b>Revenues Less Appropriations</b>		<b>415,454</b>	<b>-</b>	<b>(327,500)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

For FY14, the Board voted to levy the available additional five cent gas tax. The proceeds from this tax will be split evenly with the City of Tallahassee. This increase in gas tax revenue will generate an additional \$2 million in FY14. This is based on only 9 months of collections due to the proposed ordinance enactment date of January 2014. However, in the out years, collections are anticipated to increase to \$2.5 million for a full 12 month collection cycle. At the September 10, 2013 meeting, the Board determined that \$1 million of the \$2 million for FY14 would be used for capital transportation projects and the remaining \$1 million would be used to reduce the general revenue transfer to the Transportation Fund. The out years reflect the same 50/50 split between additional funding for capital transportation projects and reduction of the general revenue transfer.

Leon County Fiscal Year 2014 Adopted Budget

Sales Tax (308)

Fund Type: Capital Projects

The Local Option Sales Tax Fund is a capital project fund established in accordance with a 1989 county-wide referendum, and is used to account for resources and expenditures associated with the construction of transportation and jail facility related projects. The Local Government Infrastructure Surtax includes proceeds from a One-Cent Sales Tax on all transactions up to \$5,000. Pursuant to an interlocal agreement with the City of Tallahassee, the revenue generated by the tax will be split between the County and the City. The County's share of the proceeds is equal to 52.84%, and the City's share is equal to 47.16%. The 1989 referendum approved the sales tax levy for a period of fifteen years; however, through a county-wide referendum passed in November 2000, the sales tax was extended for an additional fifteen years (Note: the extended sales tax will be accounted for in Fund 309).

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Interest Income - Investment	361110	72	-	-	-	-	-	-	-
Pool Interest Allocation	361111	405,231	119,605	114,300	108,585	98,800	89,585	-	-
Net Incr(decr) In Fmv Of Investment	361300	100,636	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	8,174,431	3,999,699	3,999,699	1,308,284	807,084	-	-
<b>Total Revenues</b>		<b>505,939</b>	<b>8,294,036</b>	<b>4,113,999</b>	<b>4,108,284</b>	<b>1,407,084</b>	<b>896,669</b>	-	-

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Open Graded Hot Mix Stabilization	026006-541	34,764	600,000	600,000	600,000	600,000	46,669	-	-
Bannerman Road	054003-541	233,055	-	-	-	-	-	-	-
Beech Ridge Trail Extension	054010-541	251	-	-	-	-	-	-	-
Buck Lake Road	055001-541	19,706	-	-	-	-	-	-	-
Arterial/Collector Resurfacing	056001-541	622,260	3,200,000	1,350,000	1,350,000	-	-	-	-
Florida Department of Transportation Permitting Fees	056007-541	2,612	-	-	-	-	-	-	-
Intersection & Safety Improvements	057001-541	480,464	750,000	-	-	-	-	-	-
Local Road Resurfacing	057005-541	780,037	-	850,000	850,000	-	850,000	-	-
Reserves for Resurfacing and Intersection Improvements	990-599	-	3,744,036	1,308,284	1,308,284	807,084	-	-	-
<b>Total Appropriations</b>		<b>2,173,148</b>	<b>8,294,036</b>	<b>4,108,284</b>	<b>4,108,284</b>	<b>1,407,084</b>	<b>896,669</b>	-	-
<b>Revenues Less Appropriations</b>		<b>(1,667,210)</b>	-	<b>5,715</b>	-	-	-	-	-

Notes:

During the FY08 budget process, the Board restructured the local option sales tax fund by eliminating funding for Tharpe Street, and reallocating funding for mandatory and maintenance transportation and intersection improvement projects. The Board established \$26.5 million in capital reserves to fund these projects for five to eight years. The reserve is reviewed annually, and appropriations made according to the specific resurfacing or intersection capital project needs. These reserves are projected to be depleted by FY16. For FY14 projects that are funded include local, arterial and collector road resurfacing as well as open graded cold mix stabilization.

# Leon County Fiscal Year 2014 Adopted Budget

## Sales Tax - Extension (309)

Fund Type: Capital Projects

In November of 2000, Leon County residents approved a referendum extending the imposition of the 1-Cent Local Option Sales Tax beginning in FY 2004 for 15 years. The extension commits 80% of the revenues to Blueprint 2000 projects and will be jointly administered and funded by Leon County and the City of Tallahassee. The remaining 20% will be split evenly between the County and the City. The County's share will be used for various road, stormwater and park improvements. The Blueprint 2000 Joint Participation Agreement Revenue supports County projects funded through the County's share of the \$50 million water quality/flooding funding. Appropriated fund balance is actually internal borrowings to advance fund certain projects. The transfer account is the corresponding repayment.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
1 Cent Sales Tax	312600	3,605,294	3,390,740	3,783,000	3,593,850	3,684,100	3,776,250	3,870,300	3,967,200
BP2000 JPA Revenue	343916	1,661,228	-	-	-	3,200,000	-	-	-
Pool Interest Allocation	361111	137,140	48,450	87,300	82,935	82,935	82,935	82,935	82,800
Net Incr(decr) In Fmv Of Investment	361300	6,503	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	-	173,215	173,215	-	-	-	-
<b>Total Revenues</b>		<b>5,410,165</b>	<b>3,439,190</b>	<b>4,043,515</b>	<b>3,850,000</b>	<b>6,967,035</b>	<b>3,859,185</b>	<b>3,953,235</b>	<b>4,050,000</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Open Graded Cold Mix Stabilization	026006-541	-	-	-	-	-	53,331	400,000	100,000
Gaines Street	051005-541	1,796,854	-	-	-	-	-	-	-
Natural Bridge Road	051006-541	3,608	-	-	-	-	-	-	-
Springhill Road Bridge	051007-541	40,031	-	-	-	-	-	-	-
Talpeco Road & Highway 27 North	053005-541	30,340	-	-	-	-	-	-	-
Arterial/Collector Resurfacing	056001-541	-	-	1,850,000	1,850,000	3,200,000	3,200,000	3,200,000	3,200,000
Community Safety & Mobility	056005-541	478,708	500,000	750,000	750,000	317,035	-	353,235	-
Intersection & Safety Improvements	057001-541	-	-	750,000	750,000	-	355,854	-	750,000
Lake Munson Restoration	062001-538	7,269	-	-	-	-	-	-	-
Lakeview Bridge	062002-538	8,588	-	-	-	-	-	-	-
Gum Road Target Planning Area	062005-538	4,174	-	-	-	3,200,000	-	-	-
Lexington Pond Retrofit	063005-538	183,030	-	-	-	-	-	-	-
Killlearn Acres Flood Mitigation	064001-538	488,694	-	-	-	-	-	-	-
Killlearn Lakes Plantation Stormwater	064006-538	417,962	-	500,000	500,000	250,000	250,000	-	-
Lafayette Street Stormwater	065001-538	84,447	-	-	-	-	-	-	-
Blue Print 2000 Water Quality Enhancements	067002-538	1,492,133	-	-	-	-	-	-	-
Budgeted Reserves - Local Opt. Sales Tax.	990-599	-	2,939,190	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>5,035,839</b>	<b>3,439,190</b>	<b>3,850,000</b>	<b>3,850,000</b>	<b>6,967,035</b>	<b>3,859,185</b>	<b>3,953,235</b>	<b>4,050,000</b>
<b>Revenues Less Appropriations</b>		<b>374,326</b>	<b>-</b>	<b>193,515</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

Beginning in FY14, with the depletion of capital reserves in the original sales tax fund (Fund 308), the sales tax extension will begin to assist in funding the Arterial Road Resurfacing, Community Safety and Mobility, Local Road Resurfacing and Intersection Safety and Improvement projects. This fund will be the sole source of funding for these projects in FY17. The sales tax expires in 2019. A citizens committee is currently identifying projects to be associated with the next sales tax extension.

Leon County Fiscal Year 2014 Adopted Budget

Bond Series 2003A & 2003B Construction (311)

Fund Type: Capital Projects

The Bond Series 2003A & 2003B Construction Fund is a capital project fund established by proceeds from the 2003 Series A and B Capital Improvement Revenue Bonds. The fund is used to account for resources and expenditures associated with the acquisition, repair, and renovation of the Bank of America property as well as the renovations and repair of the existing Courthouse facility.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Pool Interest Allocation	361111	4,638	-	-	-	-	-	-	-
<b>Total Revenues</b>		4,638	-	-	-	-	-	-	-

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Courthouse Repairs	086024-519	206,944	-	-	-	-	-	-	-
<b>Total Appropriations</b>		206,944	-	-	-	-	-	-	-
<b>Revenues Less Appropriations</b>		(202,305)	-	-	-	-	-	-	-

Note:

Fund closed in FY13.

Leon County Fiscal Year 2014 Adopted Budget

Bond Series 1999 Construction (318)

Fund Type: Capital Projects

The Bond Series 1999 Construction Fund is a capital project fund established by proceeds from the Series 1999 Capital Improvement Revenue Bond. The fund is used to account for resources and expenditures associated with stormwater and lake projects including: Lafayette Oaks, Lake Munson Restoration, Killearn Acres, Lake Charles, Cynthia Drive, Lexington Regional SWMF, Rhoden Cove, and Munson Slough. In addition, the bond issued includes funding for a Courthouse Annex. Additional bond proceeds have been identified for other facility improvements.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Pool Interest Allocation	361111	8,764	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(1,237)	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>7,527</b>	-	-	-	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Okeeheepkee Prairie Park	043008-572	20,000	-	-	-	-	-	-	-
Accu Vote Optical Scan Units	096015-513	17,552	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>37,552</b>	-	-	-	-	-	-	-
<b>Revenues Less Appropriations</b>		<b>(30,026)</b>	-	-	-	-	-	-	-

Note:

Fund closed in FY13.

Leon County Fiscal Year 2014 Adopted Budget

Bond Series 2005 Construction (320)

Fund Type: Capital Projects

The Bond Series 2005 Construction Fund is a capital project fund established by proceeds from the 2005 Series Capital Improvement Revenue Bond. The fund is used to account for resources and expenditures associated with the renovations to the County Courthouse building.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Pool Interest Allocation	361111	13,148	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	3,388	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	300,000	-	-	-	-	-	-
<b>Total Revenues</b>		<b>16,536</b>	<b>300,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Courthouse Repairs	086024-519	-	300,000	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>-</b>	<b>300,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenues Less Appropriations</b>		<b>16,536</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Leon County Fiscal Year 2014 Adopted Budget

ESCO Capital Projects (321)

Fund Type: Capital Projects

The ESCO Capital Projects Fund is a capital project fund established in support of the County's capital improvement program. Major revenue sources of the Capital Improvement Fund include the guaranteed savings in utility costs per the County's agreement with Progress Energy. This fund is used to account for the resources and expenditures associated with acquisition or construction of major facilities improvements relating to the County's Energy Performance Contract.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Pool Interest Allocation	361111	353	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>353</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
ESCO Project	086032-519	9,927	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>9,927</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenues Less Appropriations</b>		<b>(9,574)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

Fund will be closed at year end in FY13.

Leon County Fiscal Year 2014 Adopted Budget

9-1-1 Capital Projects (330)

Fund Type: Capital Projects

The 9-1-1 Capital Projects Fund was established to support of the capital needs of the emergency communications system. Major revenue sources of the Emergency Communications Fund include proceeds transferred from the 9-1-1 Emergency Communications Fund which includes: wireless Enhanced 9-1-1 fee (50 cents/month per service subscriber) pursuant to F.S. 365.172 - 365.173; and the 9-1-1 fee (50 cents/month per service line) pursuant to F.S. 365.171(13). The fund is used to account for resources and expenditures associated with capital projects related to the provision of 9-1-1 emergency services.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Pool Interest Allocation	361111	34,686	30,875	41,000	38,950	38,950	38,950	38,950	38,950
Net Incr(decr) In Fmv Of Investment	361300	11,898	-	-	-	-	-	-	-
Transfer From Fund 130	381130	85,464	84,953	155,914	155,914	163,089	163,884	165,625	166,411
<b>Total Revenues</b>		<b>132,048</b>	<b>115,828</b>	<b>196,914</b>	<b>194,864</b>	<b>202,039</b>	<b>202,834</b>	<b>204,575</b>	<b>205,361</b>

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
911 Capital Projects	990-599	-	115,828	194,864	194,864	202,039	202,834	204,575	205,361
<b>Total Appropriations</b>		<b>-</b>	<b>115,828</b>	<b>194,864</b>	<b>194,864</b>	<b>202,039</b>	<b>202,834</b>	<b>204,575</b>	<b>205,361</b>
<b>Revenues Less Appropriations</b>		<b>132,048</b>	<b>-</b>	<b>2,050</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Leon County Fiscal Year 2014 Adopted Budget

Impact Fee - Countywide Road District (341)

Fund Type: Capital Projects

The Impact Fee - Countywide Road District Fund was established in support of the capital needs for road improvements associated with new development. Major revenue sources of the Countywide Road District Fund included proceeds from impact fees levied upon developers by the Board of County Commissioners. The impact fees supporting this fund were repealed by the County Commission in 1996. The fund is used to account for the remaining resources and expenditures associated with specific transportation capital projects.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Pool Interest Allocation	361111	31,930	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	8,206	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>40,136</b>	-	-	-	-	-	-	-
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
North Monroe Turn Lane	053003-541	3,627	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>3,627</b>	-	-	-	-	-	-	-
<b>Revenues Less Appropriations</b>		<b>36,509</b>	-	-	-	-	-	-	-

Leon County Fiscal Year 2014 Adopted Budget

Impact Fee - Northwest Urban Collector (343)

Fund Type: Capital Projects

The Impact Fee - Northwest Urban Collector Fund was established to support the capital needs related to road improvements needed to accommodate new developments. Major revenue sources of the NW Urban Collector Fund include proceeds from impact fees levied upon developers in the corresponding quadrant of the County. The impact fees supporting this fund were repealed by the County Commission in 1996. The fund is used to account for the remaining resources and expenditures associated with specific transportation capital projects in the NW quadrant of the County.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Pool Interest Allocation	361111	7,372	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>7,372</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Pullen Road at Old Bainbridge Road	053002-541	38,782	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>38,782</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenues Less Appropriations</b>		<b>(31,410)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Leon County Fiscal Year 2014 Adopted Budget

Impact Fee - Southeast Urban Collector (344)

Fund Type: Capital Projects

The Impact Fee - Southeast Urban Collector Fund was established to support the capital needs related to road improvements needed to accommodate new developments. Major revenue sources of the SE Urban Collector Fund include proceeds from impact fees levied upon developers in the corresponding quadrant of the County. The impact fees supporting this fund were repealed by the County Commission in 1996. The fund is used to account for the remaining resources and expenditures associated with specific transportation capital projects in the SE quadrant of the County.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Pool Interest Allocation	361111	12,551	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(4,522)	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>8,029</b>	-	-	-	-	-	-	-
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Magnolia Drive & Lafayette Street Intersection	055005-541	383,991	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>383,991</b>	-	-	-	-	-	-	-
<b>Revenues Less Appropriations</b>		<b>(375,962)</b>	-	-	-	-	-	-	-

# Leon County Fiscal Year 2014 Adopted Budget

## Solid Waste (401)

Fund Type: Enterprise

The Solid Waste Fund is an enterprise fund established in support of the County's waste management programs. Major revenue sources for the Solid Waste Operations Fund include the Non-Ad Valorem Assessment, Landfill Tipping Fees, 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. Beginning in FY 2003, this fund also began accounting for the operations of the Leon County Transfer Station.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Solid Waste	313700	-	-	239,000	227,050	228,618	230,185	231,800	233,415
Waste Disposal Fee	319150	1,474,763	1,463,097	1,513,007	1,437,357	1,444,543	1,458,989	1,473,579	1,488,315
Delinquent Assessments 2006	319206	88	-	-	-	-	-	-	-
Delinquent Assessments 2007	319207	215	-	-	-	-	-	-	-
Delinquent Taxes 2008	319208	1,781	-	-	-	-	-	-	-
Delinquent Assesement - 2009	319209	1,212	-	-	-	-	-	-	-
Delinquent Assessments-2010	319210	3,566	-	-	-	-	-	-	-
Operating Income - Class I	343410	1,106,820	473,298	570,072	541,568	-	-	-	-
Transfer Station Receipts	343411	5,703,921	6,451,507	5,633,025	5,351,374	5,351,374	5,351,374	5,351,374	5,351,374
Operating Income - Tires	343415	45,636	72,656	53,503	50,828	51,082	51,593	52,108	52,630
Operating Income - Electronics	343416	29,630	66,754	45,915	43,619	43,837	44,276	44,718	45,166
Operating Income - Yard Trash Clean	343417	81,490	182,754	35,457	33,684	33,852	34,191	34,533	34,878
Operating Income - Yard Trash	343418	26,163	30,540	24,959	23,711	23,830	24,068	24,309	24,552
Rain Barrels & Earth Machines	343419	7,454	9,600	9,600	9,600	9,900	10,400	10,900	10,900
Operating Income - Landfill Yard Trash Bagged	343420	-	90,707	279,104	265,149	266,474	269,139	271,830	274,548
Resource Recovery (metals, etc)	343451	37,291	43,932	37,665	35,782	35,960	36,320	36,683	37,050
Hazardous Waste	343453	13,644	12,464	13,780	13,091	13,157	13,289	13,422	13,556
Recycling Promotional Services	343461	-	-	25,000	23,750	23,750	23,750	23,750	23,750
Rural Waste Services Center Permit	343462	-	-	947,368	900,000	900,000	900,000	900,000	900,000
Interest Income - Investment	361110	154,249	-	-	-	-	-	-	-
Pool Interest Allocation	361111	160,929	406,125	427,500	406,125	406,125	406,125	406,125	406,125
Net Incr(decr) In Fmv Of Investment	361300	43,366	-	-	-	-	-	-	-
Disposition Of Fixed Assets	364000	340,000	-	-	-	-	-	-	-
Equipment Buyback	364100	-	115,425	110,000	104,500	104,500	104,500	104,500	104,500
Other Miscellaneous Revenue	369900	190	14,250	-	-	-	-	-	-
Transfer From Fund 126	381126	1,026,334	689,699	280,190	280,190	280,190	280,190	280,190	280,190
Appropriated Fund Balance	399900	-	1,644,237	273,399	273,399	1,205,057	1,069,307	1,147,704	817,509
<b>Total Revenues</b>		<b>10,258,740</b>	<b>11,767,045</b>	<b>10,518,545</b>	<b>10,020,777</b>	<b>10,422,249</b>	<b>10,307,696</b>	<b>10,407,525</b>	<b>10,098,458</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Landfill Improvements	036002-534	140,542	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Solid Waste Facility Heavy Equip. & Vehicle Replacement	036003-534	780,906	34,500	85,000	85,000	975,000	540,000	640,000	350,000
Transfer Station Heavy Equip Replacement	036010-534	417,000	410,829	90,000	90,000	585,000	661,000	545,000	488,000
Scales/Scalehouse	036013-534	-	-	81,000	81,000	-	-	-	-
Equipment Service Bay	036014-534	-	-	260,000	-	-	-	-	-
Transfer Station Improvements	036023-534	11,193	100,000	200,000	200,000	120,000	120,000	120,000	120,000
Remedial Action Plan	036032-519	92,829	-	-	-	-	-	-	-
Rural/Hazardous Waste Vehicle and Equipment Replacement	036033-534	-	39,500	-	-	25,000	201,500	50,000	39,500
Household Hazardous Waste Loading Ramp	036034-534	-	26,850	-	-	-	-	-	-
Recycling Building Circulation Fan	036035-534	-	16,500	-	-	-	-	-	-
Hook-Lift Recycling Containers Replacement	036036-534	-	36,000	-	-	-	-	-	-
Front Load Containers	036037-534	-	-	32,400	-	-	-	-	-
Front End Load Compacting Garbage Truck	036038-534	-	-	234,400	-	-	-	-	-
Landfill Gas Analyzer	036040-534	-	-	11,000	11,000	-	-	-	-

Leon County Fiscal Year 2014 Adopted Budget

Solid Waste (401)

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	<b>Actual FY 2012</b>	<b>Adopted FY 2013</b>	<b>Requested FY 2014</b>	<b>Budget FY 2014</b>	<b>Planned FY 2015</b>	<b>Planned FY 2016</b>	<b>Planned FY 2017</b>	<b>Planned FY 2018</b>
Pre-Fabricated Buildings	036041-534	-	-	18,750	18,750	18,750	18,750	-	-
Landfill Closure	435-534	96,084	546,483	546,380	110,123	110,323	110,527	110,527	110,527
Rural Waste Service Centers	437-534	847,457	842,718	897,570	897,570	893,886	906,219	915,206	928,090
Transfer Station Operations	441-534	5,162,250	6,053,235	5,180,588	5,170,872	4,939,445	4,950,623	5,178,407	5,191,330
Solid Waste Management Facility	442-534	2,000,106	2,007,212	1,866,196	1,758,157	1,138,032	1,147,318	1,170,874	1,167,015
Hazardous Waste	443-534	571,337	560,457	638,015	600,490	599,563	603,916	608,350	612,887
MIS Automation - Solid Waste Fund	470-534	17,020	14,470	13,480	13,480	13,480	13,480	13,480	13,480
Recycling Services & Education	471-534	352,734	293,670	198,128	198,128	197,816	209,048	210,424	211,832
Solid Waste - Risk	495-534	30,165	27,298	27,962	27,962	27,962	27,962	27,962	27,962
Indirect Costs - Solid Waste	499-534	591,947	626,575	626,575	626,575	645,372	664,733	684,675	705,215
Tax Collector	513-586	29,596	30,748	31,670	31,670	32,620	32,620	32,620	32,620
<b>Total Appropriations</b>		<b>11,141,167</b>	<b>11,767,045</b>	<b>11,139,114</b>	<b>10,020,777</b>	<b>10,422,249</b>	<b>10,307,696</b>	<b>10,407,525</b>	<b>10,098,458</b>
<b>Revenues Less Appropriations</b>		<b>(882,427)</b>	<b>-</b>	<b>(620,569)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

As reflected in the out years, to coincide with the landfill closure, revenue from the County's Class III processor will be eliminated. Additionally, instead of closing the rural waste collection facilities and implementing mandatory collection, the Board approved a modest permit fee for use of the rural waste centers. The fee schedule is anticipated to generate \$900,000 and fully fund the centers. The Board approved a \$273,399 general revenue subsidy to this enterprise fund to cover a portion of the disposal cost for solid waste collected in the unincorporated area.

Leon County Fiscal Year 2014 Adopted Budget

Insurance Service (501)

Fund Type: Internal Services

The Insurance Service Fund is an internal service fund established in support of general County operations. Major revenue sources of the Insurance Service Fund include proceeds from interdepartmental billings. The fund is used to account for resources and expenditures associated with assessed premiums, claims, and administration of the County's Risk Management Program related to auto and property liability, workers' compensation, and other types of insurance.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Pool Interest Allocation	361111	161,222	118,275	80,000	76,000	76,000	76,000	76,000	76,000
Net Incr(decr) In Fmv Of Investment	361300	(10,055)	-	-	-	-	-	-	-
Refund Of Prior Year Expenses	369300	63,019	-	-	-	-	-	-	-
Vehicle Insurance	396100	158,799	471,259	375,845	375,845	375,845	375,845	375,845	375,845
General Liability	396200	215,418	578,500	713,983	713,983	713,983	713,983	713,983	713,983
Aviation Insurance	396300	18,400	25,700	20,265	20,265	20,265	20,265	20,265	20,265
Property Insurance	396400	560,419	644,609	786,575	786,575	786,575	786,575	786,575	786,575
Workers Compensation Insurance	396600	1,322,761	1,216,998	1,113,926	1,113,926	1,113,926	1,113,926	1,113,926	1,113,926
<b>Total Revenues</b>		<b>2,489,983</b>	<b>3,055,341</b>	<b>3,090,594</b>	<b>3,086,594</b>	<b>3,086,594</b>	<b>3,086,594</b>	<b>3,086,594</b>	<b>3,086,594</b>

Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Risk Management	132-513	201,205	229,490	231,445	233,664	233,599	235,808	238,073	240,395
Indirect Costs - Insurance Service	499-596	23,828	30,741	30,741	30,741	31,663	32,613	33,591	34,599
Workers' Comp Risk Management	821-596	2,030,010	2,763,400	2,792,275	2,792,275	2,792,275	2,792,275	2,792,275	2,792,275
Transfers	950-581	5,494,505	-	-	-	-	-	-	-
Budgeted Reserves - Insurance Service	990-599	-	31,710	32,133	29,914	29,057	25,898	22,655	19,325
<b>Total Appropriations</b>		<b>7,749,548</b>	<b>3,055,341</b>	<b>3,086,594</b>	<b>3,086,594</b>	<b>3,086,594</b>	<b>3,086,594</b>	<b>3,086,594</b>	<b>3,086,594</b>
<b>Revenues Less Appropriations</b>		<b>(5,259,565)</b>	<b>-</b>	<b>4,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

Due to increased employee safety awareness and a reduced number of claims, property insurance premiums and general liability premiums remain relatively flat.

Leon County Fiscal Year 2014 Adopted Budget

Communications Trust (502)

Fund Type: Internal Services

The Communications Trust Fund is an internal service fund established to account for the resources and expenditures associated with the County's communication network, which includes the telephone and internet systems. The individual departments and agencies are assessed based on the number of internet connections, data lines, and telephone usage within their individual areas.

Revenue Sources	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Departmental Billings	394000	184,691	151,125	165,740	165,740	165,740	165,740	165,740	165,740
Departmental Billings - MIS Automation	394200	294,898	330,570	336,950	336,950	336,950	336,950	336,950	336,950
<b>Total Revenues</b>		<b>479,589</b>	<b>481,695</b>	<b>502,690</b>	<b>502,690</b>	<b>502,690</b>	<b>502,690</b>	<b>502,690</b>	<b>502,690</b>
Appropriations by Department/Division	Acct #	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Communications Trust	900-590	431,554	481,695	502,690	502,690	502,690	502,690	502,690	502,690
Communications Trust	900-713	38,387	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>469,941</b>	<b>481,695</b>	<b>502,690</b>	<b>502,690</b>	<b>502,690</b>	<b>502,690</b>	<b>502,690</b>	<b>502,690</b>
<b>Revenues Less Appropriations</b>		<b>9,648</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

Increase cost associated with merging the Sheriff's phone system to the County Avaya system. Long term costs savings will be realized in the Sheriff's communications budget.

Leon County Fiscal Year 2014 Adopted Budget

Motor Pool (505)

Fund Type: Internal Services

The Motor Pool Fund is an internal service fund established to account for the costs associated with operating and maintaining the County's fleet of vehicles and heavy equipment. This internal service fund generates its revenues from direct billings by the Fleet Management Department to other departmental users. Fuel purchased by the Fleet Management Department is supplied to departmental users at cost plus a minor surcharge. Repairs and maintenance performed by the Fleet Management Department are charged to users at the costs of parts plus an applicable shop rate.

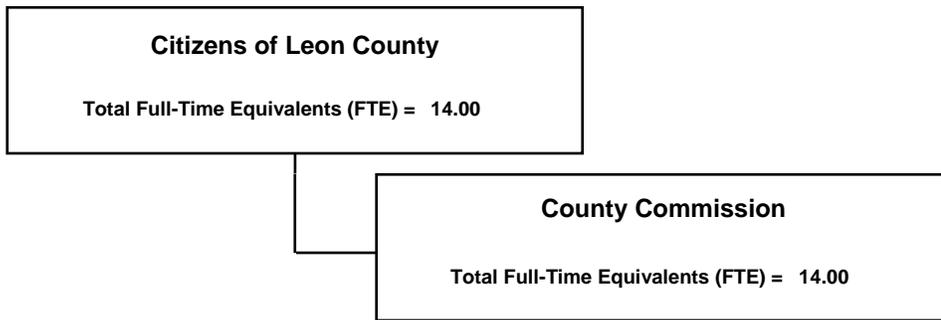
<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Departmental Billings - Fleet	394100	1,167,857	1,455,410	1,217,575	1,217,575	1,235,839	1,248,197	1,260,679	1,273,286
Gas And Oil Sales	395100	1,646,546	2,057,525	2,020,025	2,020,025	2,060,426	2,081,031	2,101,841	2,122,860
<b>Total Revenues</b>		<b>2,814,403</b>	<b>3,512,935</b>	<b>3,237,600</b>	<b>3,237,600</b>	<b>3,296,265</b>	<b>3,329,228</b>	<b>3,362,520</b>	<b>3,396,146</b>

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2012	Adopted FY 2013	Requested FY 2014	Budget FY 2014	Planned FY 2015	Planned FY 2016	Planned FY 2017	Planned FY 2018
Fleet Maintenance	425-591	2,787,380	3,460,656	3,210,532	3,210,532	3,257,480	3,290,390	3,323,625	3,357,196
MIS Automation - Motor Pool Fund	470-519	531	500	420	420	420	420	420	420
Fleet Maintenance - Risk	495-591	6,176	9,730	10,115	10,115	10,115	10,115	10,115	10,115
Budgeted Reserves - Motor Pool Fund	990-599	-	42,049	27,685	16,533	28,250	28,303	28,360	28,415
<b>Total Appropriations</b>		<b>2,794,087</b>	<b>3,512,935</b>	<b>3,248,752</b>	<b>3,237,600</b>	<b>3,296,265</b>	<b>3,329,228</b>	<b>3,362,520</b>	<b>3,396,146</b>
<b>Revenues Less Appropriations</b>		<b>20,316</b>	<b>-</b>	<b>(11,152)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



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## **Executive Summary**

The Board of County Commissioners section of the Leon County FY 2014 Adopted Budget is comprised of the Leon County Board of County Commissioners. The Board provides leadership and direction to County departments and programs.

### HIGHLIGHTS

In December 2012, the Board held its Strategic Planning retreat as the Board was in the second year of its two-year strategic plan. The retreat provided the Board with an opportunity to review the status of its strategic priorities and to update the plan. This process built upon the actions taken during the previous year. At the January 29, 2013 meeting, the Board ratified the actions from the December 2012 retreat and approved the revised Strategic Plan for FY 2012 and FY 2013.

During the development of the FY 2014 budget, the Board tackled key policy issues concerning solid waste collection services, funding for stormwater and transportation programs, and holding the line on property taxes.

- The Board authorized a modest \$10 per month user fee to eliminate the general revenue subsidy for the operation of the Rural Waste Service Centers.
- For the first time in 23 years, increased the stormwater non ad-valorem fee from \$20 for a single family equivalent residence while providing discount credits to property with existing permitted ponds and discounts for disabled veterans and low income seniors.
- Enacting the available 5-cent gas tax to be split 50/50 with the City, to provide necessary funding to the County's transportation infrastructure needs.

Leon County Fiscal Year 2014 Adopted Budget

Board of County Commissioners

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	1,205,135	1,214,235	1,266,011	-	1,266,011	1,279,924
Operating	74,834	90,565	89,398	-	89,398	89,398
Total Budgetary Costs	1,279,969	1,304,800	1,355,409	-	1,355,409	1,369,322
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
County Commission	1,279,969	1,304,800	1,355,409	-	1,355,409	1,369,322
Total Budget	1,279,969	1,304,800	1,355,409	-	1,355,409	1,369,322
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	1,279,969	1,304,800	1,355,409	-	1,355,409	1,369,322
Total Revenues	1,279,969	1,304,800	1,355,409	-	1,355,409	1,369,322
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
County Commission	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalents (FTE)	14.00	14.00	14.00	-	14.00	14.00

**County Commission Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	1,205,135	1,214,235	1,266,011	-	1,266,011	1,279,924
Operating	74,834	90,565	89,398	-	89,398	89,398
<b>Total Budgetary Costs</b>	<b>1,279,969</b>	<b>1,304,800</b>	<b>1,355,409</b>	<b>-</b>	<b>1,355,409</b>	<b>1,369,322</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Commission At-Large (Group 1) (001-106-511)	9,666	9,500	9,500	-	9,500	9,500
Commission At-Large (Group 2) (001-107-511)	8,880	9,500	9,500	-	9,500	9,500
Commission District 1 (001-101-511)	9,005	9,500	9,500	-	9,500	9,500
Commission District 2 (001-102-511)	4,808	9,500	9,500	-	9,500	9,500
Commission District 3 (001-103-511)	8,863	9,500	9,500	-	9,500	9,500
Commission District 4 (001-104-511)	8,505	9,500	9,500	-	9,500	9,500
Commission District 5 (001-105-511)	4,601	9,500	9,500	-	9,500	9,500
Commissioners' Account (001-108-511)	20,506	24,065	22,898	-	22,898	22,898
County Commission (001-100-511)	1,205,135	1,214,235	1,266,011	-	1,266,011	1,279,924
<b>Total Budget</b>	<b>1,279,969</b>	<b>1,304,800</b>	<b>1,355,409</b>	<b>-</b>	<b>1,355,409</b>	<b>1,369,322</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	1,279,969	1,304,800	1,355,409	-	1,355,409	1,369,322
<b>Total Revenues</b>	<b>1,279,969</b>	<b>1,304,800</b>	<b>1,355,409</b>	<b>-</b>	<b>1,355,409</b>	<b>1,369,322</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
County Commission	14.00	14.00	14.00	-	14.00	14.00
<b>Total Full-Time Equivalentents (FTE)</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>-</b>	<b>14.00</b>	<b>14.00</b>

**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"> <li>1. Provide leadership and direction to County departments and programs in order to facilitate efficient and cost-effective delivery of services.</li> <li>2. Safeguard the citizens’ tax dollars through the funding of necessary and effective programs that serve to improve and enhance the quality of life in Leon County.</li> </ol>
Statutory Responsibilities	County Charter and all applicable Florida Laws
Advisory Board	<p>Apalachee Regional Planning Council; Audit Advisory Committee; Canopy Roads Citizen Advisory Committee; Canvassing Board; Capital Region Transportation Planning Agency; Challenger Learning Center Board; Civic Center Authority; Community Health Coordinating Board; Council on Culture and Arts (COCA); Criminal Justice Coordinating Council; Criminal Justice, Mental Health, and Substance Abuse Reinvestment Advisory Council; Downtown Improvement Authority Board; Economic Development Council; Enterprise Zone Development Agency Board of Directors; Geographical Information Systems Executive Committee; Joint County/City/School Board Coordinating Committee on Public School Concurrency and Facility Planning; Joint Planning Board (Community Human Service Partnership); Public Safety Coordinating Council; Research &amp; Development Authority; Science Advisory Committee; Tourist Development Council; Transportation Disadvantaged Coordination Board; and Value Adjustment Board</p>

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

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	1,205,135	1,214,235	1,266,011	-	1,266,011	1,279,924
Total Budgetary Costs	1,205,135	1,214,235	1,266,011	-	1,266,011	1,279,924
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	1,205,135	1,214,235	1,266,011	-	1,266,011	1,279,924
Total Revenues	1,205,135	1,214,235	1,266,011	-	1,266,011	1,279,924
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Commission Aide	7.00	7.00	7.00	-	7.00	7.00
County Commissioner	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 2014 County Commission budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, and health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.

**County Commission - Commission District 1 (001-101-511)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	9,005	9,500	9,500	-	9,500	9,500
Total Budgetary Costs	9,005	9,500	9,500	-	9,500	9,500
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	9,005	9,500	9,500	-	9,500	9,500
Total Revenues	9,005	9,500	9,500	-	9,500	9,500

This program is recommended at the same funding level as the prior fiscal year.

**County Commission - Commission District 2 (001-102-511)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	4,808	9,500	9,500	-	9,500	9,500
Total Budgetary Costs	4,808	9,500	9,500	-	9,500	9,500
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	4,808	9,500	9,500	-	9,500	9,500
Total Revenues	4,808	9,500	9,500	-	9,500	9,500

This program is recommended at the same funding level as the prior fiscal year.

**County Commission - Commission District 3 (001-103-511)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	8,863	9,500	9,500	-	9,500	9,500
Total Budgetary Costs	8,863	9,500	9,500	-	9,500	9,500
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	8,863	9,500	9,500	-	9,500	9,500
Total Revenues	8,863	9,500	9,500	-	9,500	9,500

This program is recommended at the same funding level as the prior fiscal year.

**County Commission - Commission District 4 (001-104-511)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	8,505	9,500	9,500	-	9,500	9,500
Total Budgetary Costs	8,505	9,500	9,500	-	9,500	9,500
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	8,505	9,500	9,500	-	9,500	9,500
Total Revenues	8,505	9,500	9,500	-	9,500	9,500

This program is recommended at the same funding level as the prior fiscal year.

**County Commission - Commission District 5 (001-105-511)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	4,601	9,500	9,500	-	9,500	9,500
Total Budgetary Costs	4,601	9,500	9,500	-	9,500	9,500
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	4,601	9,500	9,500	-	9,500	9,500
Total Revenues	4,601	9,500	9,500	-	9,500	9,500

This program is recommended at the same funding level as the prior fiscal year.

**County Commission - Commission At-Large (Group 1) (001-106-511)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	9,666	9,500	9,500	-	9,500	9,500
Total Budgetary Costs	9,666	9,500	9,500	-	9,500	9,500
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	9,666	9,500	9,500	-	9,500	9,500
Total Revenues	9,666	9,500	9,500	-	9,500	9,500

This program is recommended at the same funding level as the prior fiscal year.

**County Commission - Commission At-Large (Group 2) (001-107-511)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	8,880	9,500	9,500	-	9,500	9,500
Total Budgetary Costs	8,880	9,500	9,500	-	9,500	9,500
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	8,880	9,500	9,500	-	9,500	9,500
Total Revenues	8,880	9,500	9,500	-	9,500	9,500

This program is recommended at the same funding level as the prior fiscal year.

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

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	20,506	24,065	22,898	-	22,898	22,898
Total Budgetary Costs	20,506	24,065	22,898	-	22,898	22,898
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	20,506	24,065	22,898	-	22,898	22,898
Total Revenues	20,506	24,065	22,898	-	22,898	22,898

The major variances for the FY 2014 County Commission budget are as follows:

Decreases to Program Funding:

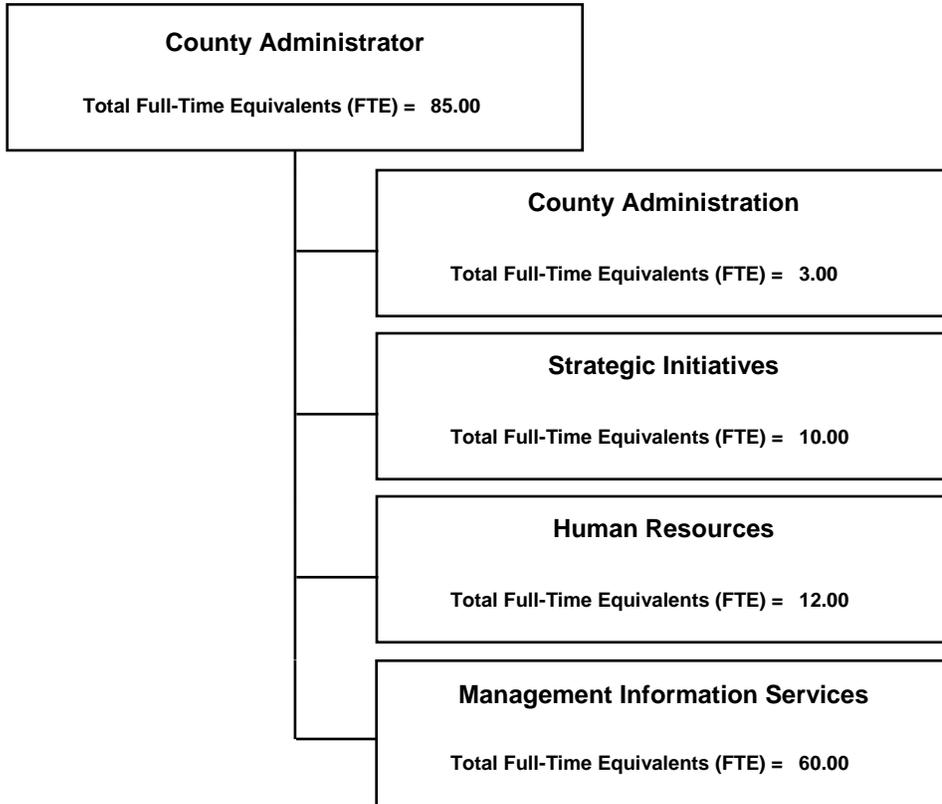
1. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$1,167.



Administration

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Administration



## **Executive Summary**

The Administrative section of the Leon County FY 2014 Annual Budget is comprised of County Administration, Strategic Initiatives, Human Resources and Management Information Services.

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

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

### **HIGHLIGHTS**

During FY 2013, 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 2012 and 25 – FY 2013). During FY 2014, 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.

2013 was a year in which the Board tackled tough, important policy issues, such as revising the County's Solid Waste and Stormwater Management System ordinances, as well as the supporting enterprise fund fee structures, and consideration of an additional 5-cent gas tax to help fund road construction and maintenance. Continued public engagement, including distribution of a mailer to approximately 37,000 households and businesses, and a series of three community meetings, was coordinated through Community and Media Relations (CMR). CMR assisted with several County grand openings, including the joint PSC. In partnership with Community and Media Relations Division, MIS redesigned the County's website as well as launched a Leon County mobile application for enhanced citizen interaction and County government transparency. MIS also led the design and construction of the technology and telecommunications infrastructure for the PSC including a shared data center with the Leon County's Sheriff's Office and the City of Tallahassee and will provide the ongoing support and maintenance. Additionally, MIS implemented new programs for savings on print services county-wide. Pay-for-print, implemented at all public libraries, and printer consolidation/reduction efforts throughout County offices, is demonstrating significant resource and cost savings. Leon County was recognized by the National Association of Counties (NACo), in partnership with e.Republic's Center for Digital Government and Digital Communities program, in the top 10 counties nationwide in the Digital Counties Survey Awards for effectively economizing and innovatively using technology.

Human Resources (HR) instilled the core values and core practices of Leon LEADs throughout the organization through a custom developed customer experience training program, recruitment materials, new employee orientation, Live Well Leon and annual employee performance evaluations order to attract and retain a highly talented, diverse and innovative County workforce.

# 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 manage the operation of County functions to ensure the delivery of cost effective, customer responsive public services within the bounds of available resources.

**Strategic Priorities**

**Quality of Life**

- Provide essential public safety infrastructure and services which ensure the safety of the entire community. (Q2) 2012
- Maintain and further develop programs and partnerships necessary to support and promote a healthier community including: access to health care and community-based human services. (Q3) rev. 2013

**Governance**

- Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (G1) rev. 2013
- Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (G2) 2012
- Sustain a culture that respects, engages and empowers citizens in important decisions facing the community. (G3) 2012
- Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices. (G4) 2012
- 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) 2012

**Strategic Initiatives**

October 1, 2011 – September 30, 2013

- |   |          |
|---|----------|
| 1. Implement strategies which ensure community's safety, including; consolidate dispatch functions (Q2) 2012  | Complete |
| 2. Initiate county resources as part of emergency response activation (Q2) 2012   | Ongoing  |
| 3. Implement strategies to gain efficiencies or enhance services, including; conduct LEADS Reviews (G2) 2012  | Complete |
| 4. Implement strategies to gain efficiencies or enhance services, including; develop and update Strategic Plans (G2) 2012                           | Complete |
| 5. Implement strategies to further engage citizens, including; develop and offer Citizen Engagement Series (G3) 2012                                | Complete |
| 6. Provide online Board agenda materials (G1) 2012  | Ongoing  |
| 7. Consider establishing a Domestic Partnership Registry (Q3) rev. 2013   | Complete |
| 8. Organize and support advisory committees (G3) rev. 2013  | Ongoing  |
| 9. Continue Let's Talk "brown bag" meetings with cross sections of Board employees and County Administrator (G4) 2012                               | Ongoing  |
| 10. Implement strategies to further engage citizens, including: Develop and offer Citizen Engagement Series (G3) 2012                               | Ongoing  |
| 11. Seek community involvement with the VIVA FLORIDA 500 Time Capsule (Q4) rev. 2013  | Complete |
| 12. Convene periodic Chairman's meetings with Constitutional Officers regarding their budgets and opportunities to gain efficiencies (G5) rev. 2013 | Complete |
| 13. Consider options to gain continuity of Commissioners' representation on committees, such as multi-year (G5) rev. 2013                           | Complete |
| 14. Identify the next version of "Citizens Engagement" to include consideration of an "Our Town" Village Square concept (G3) rev. 2013              | Ongoing  |

Leon County Fiscal Year 2014 Adopted Budget

County Administration

	15. Pursue expansion for whistleblower notification (G1) rev. 2013	Ongoing
	16. Pursue Sister County relationships with Prince George's County Maryland and Montgomery County, Maryland (G2) rev. 2013	Complete
	17. Periodically convene community leadership meetings to discuss opportunities for improvement (G5) rev. 2013	Ongoing
Actions	1. Ensure funding to support and coordinate the transfer of emergency response services to the Public Safety Complex which includes the joint dispatch center. (Q2)	CA
	2. Continue to partner with the Emergency Operation to coordinate the response of essential County departments and divisions during declarations of emergency. (Q2)	CA
	3. LEADS Cross-Departmental Communication and Action Team appointed to identify efficiencies and cost savings for the budget development process. (G2)	CA
	4. Acceptance of Work Area's Draft strategic plans and approval of strategic plan update as part of the 2012 Board Retreat. (G2)	CA
	5. Hosted seven citizen engagement series sessions in 2012 and 2013. (G3)	CA
	6. Expand the application of board agenda materials to include more multimedia accessibility. (G1); Conduct staff training on the agenda process. (G2)	CA
	7. Domestic Partnership Registry open. (Q3)	CA
	8. Manage appointments to County Commission citizen committees. (G3)	CA
	9. Hold monthly Let's Talk "brown bag" meetings with Board employees and the County Administrator. (G4)	CA
	10. Continue to establish LEADS teams for special projects assigned by the Board. (G1,G2,G4)	CA
	11. The Board made appointments to the Viva Florida Time Capsule Committee. The committee has submitted recommendations to the Board. (Q4)	CA
	12. Coordinated the initial meeting with the Chairman and Constitutional Officers. (G5)	CA
	13. Agenda item will be presented to the Board for consideration in September 2013. (G5)	CA
	14. Agenda item will be presented to the Board for consideration in September 2013. (G3)	CA
	15. Notification process will be added to the County's website. (G1)	CA
	16. Agenda item with recommendations presented to the Board for consideration in February 2013. No further action will be taken. (G2)	CA
	17. Agenda item will be presented to the Board for consideration in September 2013. (G5)	CA
Performance Measures	G4 # of employees per 1000 residents	
	G2 % change in the county unemployment rate	
	G2 \$ amount spent per county resident	
	G3 # of citizens attending citizen engagement series	

Leon County Fiscal Year 2014 Adopted Budget

Administration

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	6,625,999	7,059,104	7,473,264	(6,214)	7,467,050	7,450,426
Operating	2,593,644	2,765,340	2,823,471	210,319	3,033,790	3,045,540
Transportation	7,005	10,768	9,935	-	9,935	9,935
Capital Outlay	7,982	-	-	-	-	-
<b>Total Budgetary Costs</b>	<b>9,234,629</b>	<b>9,835,212</b>	<b>10,306,670</b>	<b>204,105</b>	<b>10,510,775</b>	<b>10,505,901</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
County Administration	521,483	533,160	559,526	-	559,526	557,139
Strategic Initiatives	730,494	820,719	921,063	36,170	957,233	958,418
Human Resources	1,055,442	1,150,518	1,179,599	59,207	1,238,806	1,236,074
Management Information Services	6,927,210	7,330,815	7,646,482	108,728	7,755,210	7,754,270
<b>Total Budget</b>	<b>9,234,629</b>	<b>9,835,212</b>	<b>10,306,670</b>	<b>204,105</b>	<b>10,510,775</b>	<b>10,505,901</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	9,234,629	9,835,212	10,306,670	204,105	10,510,775	10,505,901
<b>Total Revenues</b>	<b>9,234,629</b>	<b>9,835,212</b>	<b>10,306,670</b>	<b>204,105</b>	<b>10,510,775</b>	<b>10,505,901</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
County Administration	3.00	3.00	3.00	-	3.00	3.00
Human Resources	13.00	12.00	12.00	-	12.00	12.00
Management Information Services	59.00	61.00	61.00	(1.00)	60.00	60.00
Strategic Initiatives	8.00	9.00	10.00	-	10.00	10.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>83.00</b>	<b>85.00</b>	<b>86.00</b>	<b>(1.00)</b>	<b>85.00</b>	<b>85.00</b>

**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 manage the operation of County functions to ensure the delivery of cost effective, customer-responsive public services within the bounds of available resources.
Core Objectives	<ol style="list-style-type: none"> <li>1. Provide leadership, coordination, and direction to County departments to facilitate the delivery of services consistent with Board priorities and policies.</li> <li>2. Develop Action Plans and implement Annual Board Retreat Priorities.</li> <li>3. Present Agenda Requests to the Board and provide staff recommendations on County issues requiring Board review and approval.</li> <li>4. Engage County staff in discussions on County issues, employee concerns, and improvements in County processes.</li> <li>5. Respond to the needs of County Commissioners in the development and execution of Board policies.</li> </ol>
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	None

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

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	507,429	515,763	541,794	-	541,794	539,407
Operating	14,054	17,397	17,732	-	17,732	17,732
<b>Total Budgetary Costs</b>	<b>521,483</b>	<b>533,160</b>	<b>559,526</b>	<b>-</b>	<b>559,526</b>	<b>557,139</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	521,483	533,160	559,526	-	559,526	557,139
<b>Total Revenues</b>	<b>521,483</b>	<b>533,160</b>	<b>559,526</b>	<b>-</b>	<b>559,526</b>	<b>557,139</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
County Administrator	1.00	1.00	1.00	-	1.00	1.00
Sr. Executive Assistant	1.00	1.00	1.00	-	1.00	1.00
Deputy County Administrator	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>3.00</b>

The major variances for the FY 2014 County Administration budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in County's portion of funding for the Florida Retirement System investment plan, Workers Compensation, and Health Insurance. These increases do not consider any employee salary adjustments.
2. Communication costs in the amount of \$335.

## Community and Media Relations Business Plan

**Mission Statement**

The mission of the Leon County Community & Media Relations Division 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 media partners.

**Strategic Priorities**

**Governance**

- Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (G1) rev. 2013
- Sustain a culture that respects, engages and empowers citizens in important decisions facing the community. (G3) 2012
- 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) 2012

**Strategic Initiatives**  
October 1, 2011 –  
December 31, 2013

- |   |         |
|---|---------|
| 1. Implement strategies which promote access, transparency, and accountability, including: posting the website address (URL) on County vehicles and providing On Demand – Get Local videos (G1) | FY 2014 |
| 2. Implement strategies to further engage citizens, including: develop and provide Virtual Town Hall meeting (G3)   | Ongoing |
| 3. Expand opportunities for increased media and citizen outreach to promote Leon County. (G1,G3)  | Ongoing |
| 4. Prepare and broadly distribute Annual Reports (G5)   | Ongoing |

**Actions**

- |  |     |
|--|-----|
| 1. Promote the services and accessibility of County government through the website, new technology/social media tools, mobile applications, news releases, public notices, legal advertisements, articles, County Link, television channel, broadcast radio, fleet vehicles, and community engagement, such as special events and presence at community partners' activities. (G1, G3) | CMR |
| 2. Continued public education, promotion, and community outreach through Citizen Engagement Series, future virtual town hall meetings, and special events. (G3)  | CMR |
| 3. Continue to expand opportunities to promote Leon County through WFSU radio contract, Capital Outlook full-page advertisement, Expanded Video Production and Programming and social media liaison maintaining and managing a consistent voice throughout all social media platforms.   | CMR |
| 4. Research and identify additional mediums for the distribution of the Annual Report outside of making the reports available in County facilities, by direct mail to Florida County governments and local organizations, and posting to the website. (G5)   | CMR |

**Performance Measures**

- |    |  |
|----|--|
| G1 | # of news releases, public notices, Gov delivery alerts              |
| G3 | # of public education special events (or attendance)                 |
| G5 | Increase Annual Report distribution by 10% through alternate mediums |

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

<b>Goal</b>	The goal of the Strategic Initiatives Division is to coordinate 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, provide community outreach, and serve as the County’s liaison with media partners.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Coordinate special projects, intergovernmental, and interdepartmental activities on behalf of County Administration.</li> <li>2. 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.</li> <li>3. Maintains routine contact with local news media outlets and manage shifting relationships with their personnel.</li> <li>4. Prepares and disseminates Leon County news and information via news releases, notices and other publications and oversees the content of Leon County’s websites and government broadcast channel.</li> <li>5. Organizes and manages news conferences, community meetings and special events.</li> <li>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.</li> <li>7. Coordinates and executes the annual Neighborhood Recognition Program, and maintains partnerships with local, regional, and national associations.</li> <li>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.</li> </ol>
<b>Statutory Responsibilities</b>	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.
<b>Advisory Board</b>	N/A

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals <sup>1</sup>	FY 2012 Actuals <sup>1</sup>	FY 2013 Estimate <sup>1</sup>	FY 2014 Estimate <sup>1</sup>
G1, G3	# of news advisories, releases, and notices detailing County activity	287	256	281	250
G1, G3	# of press conferences, community meetings and events	45	47	49	50
G5	% increase of Annual Report distribution <sup>2</sup>	N/A	N/A	22%	10%

Notes:

1. Variation in FY11 Actuals are due to less than capacity staffing issues, however, FY12 and future estimates reflect a return to full staffing capacity.

2. Annual Report distribution is a new performance measure for the FY14 budget report.

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

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	603,105	703,263	803,582	16,770	820,352	821,537
Operating	127,389	117,456	117,481	19,400	136,881	136,881
<b>Total Budgetary Costs</b>	<b>730,494</b>	<b>820,719</b>	<b>921,063</b>	<b>36,170</b>	<b>957,233</b>	<b>958,418</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	730,494	820,719	921,063	36,170	957,233	958,418
<b>Total Revenues</b>	<b>730,494</b>	<b>820,719</b>	<b>921,063</b>	<b>36,170</b>	<b>957,233</b>	<b>958,418</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Agenda Coordinator	1.00	1.00	1.00	-	1.00	1.00
Assistant to the County Administrator	1.00	1.00	1.00	-	1.00	1.00
Citizen Services Liaison	1.00	1.00	1.00	-	1.00	1.00
Director of Community & Media Relations	1.00	1.00	1.00	-	1.00	1.00
Public Information Specialist	2.00	3.00	3.00	-	3.00	3.00
Special Projects Coordinator	-	-	1.00	-	1.00	1.00
Executive Assistant	1.00	1.00	1.00	-	1.00	1.00
Sr. Asst. to the County Administrator	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>8.00</b>	<b>9.00</b>	<b>10.00</b>	<b>-</b>	<b>10.00</b>	<b>10.00</b>

The major variances for the FY 2014 Strategic Initiatives budget are as follows:

**Increases to Program Funding:**

- Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014. Additional increases reflect the realignment and reclassification of a Budget Analyst position from the Office of Management and Budget to Special Projects Coordinator as well as the increase for one Social Media Liaison 25-hour OPS employee in the amount of \$16,770.
- Contracts or other obligations for continuity of services in the amount of \$19,400 including:
  - County Link advertising \$4,000
  - WFSU Radio \$10,400
  - Social Media Marketing \$5,000

## Division of Human Resources Business Plan

### Mission Statement

The mission of the Leon County Division of Human Resources is to provide professional, reliable and innovative programs and consultative services to attract, train and retain a high performing and diverse workforce, within a healthy and supportive work-life balanced environment, while insuring compliance with federal, state and local employment regulations.

### Strategic Priorities

#### Economy

- Focus resources to assist local veterans, especially those returning from tours of duty, in employment and job training opportunities through the efforts of County government and local partners (EC5) 2012
- Ensure the provision of the most basic services to our citizens most in need so that we have a “ready workforce.” (EC6) 2012

#### Governance

- Sustain a culture of transparency, accessibility, accountability, and the highest standards of public service. (G1) rev. 2013
- Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (G2) 2012
- Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County’s Core Practices. (G4) 2012

### Strategic Initiatives

October 1, 2011 – September 30, 2013

- |  |          |
|--|----------|
| 1. Instill Core Practices through providing Customer Engagement training for all County employees (G1) 2012  | Complete |
| 2. Instill Core Practices through revising employee orientation (G1) 2012  | Complete |
| 3. Instill Core Practices through revising employee evaluation processes (G1) 2012   | Complete |
| 4. Utilize new learning technology to help design and deliver Leadership and Advanced Supervisory Training for employees (G4) 2012                 | Ongoing  |
| 5. Revise employee awards and recognition program (G4) 2012  | Ongoing  |
| 6. Expand electronic Human Resources business processes including applicant tracking, timesheets, e-Learning, and employee self-service. (G2) 2012 | Complete |
| 7. Implement healthy workplace initiatives, including evaluate options for value-based benefit design. (G4) 2012                                   | Complete |
| 8. Support and expand Wellness Works! Program (G4) 2012  | Complete |
| 9. Provide veterans preference in hiring (EC5) 2012  | Complete |
| 10. Provide Summer Youth Training Program (EC6) 2012   | Complete |

### Actions

- |   |    |
|---|----|
| 1. The Customer Experience Training has been completed countywide to all county employees between December 2012 – February 2013. Will conduct additional sessions annually in May, September and January. (G1)  | HR |
| 2. New Employees are currently receiving Leon Leads Culture material at the time of hire. Leon LEADS values have been incorporated into the advertising and recruitment process as well as offer letters. A brief overview of the Customer Experience Training has also been incorporated into New Employee Orientation. (G1) | HR |
| 3. The revised employee evaluation has been developed and completed for Career Service and Senior Management employees and incorporates the core values and core practices of Leon LEADS. Employees received training on the new evaluation from during Customer Experience Training(G1)                                      | HR |
| 4. Staff has researched new learning technologies for supervisory and leadership training and is in the process of purchasing selected programs. (G4)   | HR |
| 5. Leon LEADS Core Values and Core Practices are currently being incorporated into Awards and Recognition Program. (G4)   | HR |

Division of Human Resources

<b>Actions</b>	6.	Employees are using the Banner Self-Service program to review pay and benefits information, Halogen e-appraisals and Manager Position Control. The new E-timesheet system is currently being used by several departments, and will be rolled out for the entire organization by end of calendar year 2013. (G2)	HR
	7.	The value based benefit design was ratified as a part of the FY12/13 budget process. (G4)	HR
	8.	Wellness Works! Program was rebranded and the Value Based Benefit Design (VBD) program which integrates wellness into the employee Health Insurance Program was implemented. (G4)	HR
	9.	Identify applicants who are veterans of the armed services and provide preference in the recruiting process in accordance with Florida Statutes. (EC5)	HR
	10.	Continue to administer the Summer Youth Training Program that provides 6 weeks of on-the-job training for 14-21 year old Leon County residents. (EC6)	HR
<b>Performance Measures</b>	G1	# and % of employees completing customer experience training	
	G1	% of new employees completing "on-boarding" within 30 days	
	G2	% of departments completing appraisals	
	G2	% of employees evaluated by deadline	
	G2	% of employees utilizing electronic timesheet system	
	G2	# of services and applications added to employee self-service	

**Human Resources (001-160-513)**

<b>Goal</b>	The goal of the Office of Human Resources is to provide program leadership, personnel policy administration and strategic support in the implementation of Leon LEADS by demonstrating the relevance of the County's Core Values and Core Practices in the delivery of Human Resources programs and services to managers, employees, community partners and the public.
<b>Core Objectives</b>	The core objectives of the Office of Human Resources is 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, Training, Attendance/Leave Management, Human Resources Information Systems/Record Management and Employee Well-Being.
<b>Statutory Responsibilities</b>	Title VII of the Civil Rights Act of 1964; Title I of the Americans with Disabilities Act; Veterans Reemployment Rights, Veterans Preference, Uniformed Services Employment and Reemployment Rights Act of 1994; Age Discrimination in Employment Act of 1967; Consumer Credit Protection Act of 1968; Fair Credit Reporting Act of 1969; Family and Medical Leave Act of 1993; Fair Labor Standards Act; Drug Free Workplace Act of 1988; Equal Pay Act of 1963; Immigration and Nationality Act; Internal Revenue Code and Regulations; Health Insurance Portability and Accountability Act of 1996; Consolidated Omnibus Budget Reconciliation Act of 1986; Lily Ledbetter Fair Pay Act of 2009; Florida Statute, Chapter 110.227 "Suspensions, Dismissals, Reductions in Pay, Demotions, Transfers, and Layoffs"; Florida Statute, Chapter 112.313; Code of Ethics; Florida Statute, Florida Retirement System; Leon County Personnel Policies and Procedures, and the Affordable Care Act of 2010 (National Health Care Reform).
<b>Advisory Board</b>	Wellness Works! Team, HR Policy Review and Development Team, Board/Constitutional Office Employee Health Insurance Committee, Award of Excellence Committee, Employee Grievance Review Committee and Sick Leave Pool Committee.

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G1	HR Operating Costs Per Capita	4.13	9.67

Florida Benchmarking Consortium

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
G4	Number of requisitions created, and or recruited for vacant positions	94	74	70	70
G4	Number of qualified applicants per requisition	43	56	43	57
G4	Number of positions filled internally	24	18	24	24
G4	Number of positions filled from outside sources	32	38	32	32
G4	Average days to fill vacant positions	65	74	65	65
G4	Average Turnover Rate	11%	8%	10%	10%

**Human Resources (001-160-513)**

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
G2	Number of Board/Constitutional employees participating in county-sponsored Wellness Program events	N/A	N/A	1,312	2,112
G4	Number of employees attending county-sponsored Training and Professional Development events.	483	438	800	514
G4	Number of positions evaluated for external competitiveness and internal equity	241	116	88	153
G2	Number of employee Annual Performance Appraisals completed	729	685	750	750
G1	Number of employees completing customer experience training	N/A	N/A	750	100
G1	Percentage of new employees completing "on-boarding" within 30 days	N/A	N/A	90%	70%
G2	Percentage of employees utilizing electronic timesheet system	N/A	N/A	25%	50%
G2	Number of services and applications added to employee self-service	N/A	N/A	3	1

**Human Resources (001-160-513)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	873,479	911,541	944,651	24,343	968,994	966,262
Operating	173,981	238,977	234,948	34,864	269,812	269,812
Capital Outlay	7,982	-	-	-	-	-
<b>Total Budgetary Costs</b>	<b>1,055,442</b>	<b>1,150,518</b>	<b>1,179,599</b>	<b>59,207</b>	<b>1,238,806</b>	<b>1,236,074</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	1,055,442	1,150,518	1,179,599	59,207	1,238,806	1,236,074
<b>Total Revenues</b>	<b>1,055,442</b>	<b>1,150,518</b>	<b>1,179,599</b>	<b>59,207</b>	<b>1,238,806</b>	<b>1,236,074</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Compensation Administrator	1.00	1.00	1.00	-	1.00	1.00
Director of Human Resources	1.00	1.00	1.00	-	1.00	1.00
Document Scanner	1.00	1.00	1.00	-	1.00	1.00
Employee Development Coord.	1.00	1.00	1.00	-	1.00	1.00
Employee Relations Coordinator	1.00	1.00	1.00	-	1.00	1.00
Human Resources Generalist	3.00	3.00	2.00	-	2.00	2.00
Human Resources Manager	1.00	1.00	1.00	-	1.00	1.00
Human Resources Specialist	1.00	1.00	1.00	-	1.00	1.00
Human Resources Technician	1.00	1.00	1.00	-	1.00	1.00
Project Search Coordinator	1.00	-	-	-	-	-
Employee Wellness Coordinator	1.00	1.00	1.00	-	1.00	1.00
Human Resources Information Systems Coordinator	-	-	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>13.00</b>	<b>12.00</b>	<b>12.00</b>	<b>-</b>	<b>12.00</b>	<b>12.00</b>

The major variances for the FY 2014 Human Resources budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Position reclassification of a Human Resources Generalist to a Human Resources Information Systems Coordinator in the amount of \$24,343.
3. Contracts or other obligations for continuity of services in the amount of \$34,864 including:  
 \$20,000 increase associated with consulting services for Healthcare Reform and Benefits Administration.  
 \$14,864 increase in operating costs associated with the Wellness Program. The total includes expenditures for a wellness communications consultant (\$7,500), diabetes program with TMH (\$3,200), working well gold sponsorship (\$1,500), breakfast/lunch and learn healthy food (\$1,530), gift cards/wellness incentives (\$884), and 9-5-2-1-0 annual membership (\$250).

**Decreases to Program Funding:**

1. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$4,244.

**Management Information Services Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	4,641,985	4,928,537	5,183,237	(47,327)	5,135,910	5,123,220
Operating	2,278,220	2,391,510	2,453,310	156,055	2,609,365	2,621,115
Transportation	7,005	10,768	9,935	-	9,935	9,935
<b>Total Budgetary Costs</b>	<b>6,927,210</b>	<b>7,330,815</b>	<b>7,646,482</b>	<b>108,728</b>	<b>7,755,210</b>	<b>7,754,270</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Article V MIS (001-171-713)	1,065,874	-	-	-	-	-
Geographic Information Systems (001-421-539)	1,786,306	1,823,738	1,873,889	2,673	1,876,562	1,873,192
Management Information Services (001-171-513)	4,075,030	5,258,278	5,457,013	85,755	5,542,768	5,546,131
Public Safety Complex Technology (001-411-529)	-	248,799	315,580	20,300	335,880	334,947
<b>Total Budget</b>	<b>6,927,210</b>	<b>7,330,815</b>	<b>7,646,482</b>	<b>108,728</b>	<b>7,755,210</b>	<b>7,754,270</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	6,927,210	7,330,815	7,646,482	108,728	7,755,210	7,754,270
<b>Total Revenues</b>	<b>6,927,210</b>	<b>7,330,815</b>	<b>7,646,482</b>	<b>108,728</b>	<b>7,755,210</b>	<b>7,754,270</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Management Information Services	42.84	42.84	42.84	-	42.84	42.84
Public Safety Complex Technology	-	2.00	2.00	-	2.00	2.00
Geographic Information Systems	16.16	16.16	16.16	(1.00)	15.16	15.16
<b>Total Full-Time Equivalents (FTE)</b>	<b>59.00</b>	<b>61.00</b>	<b>61.00</b>	<b>(1.00)</b>	<b>60.00</b>	<b>60.00</b>

## Division of Management Information Services Business Plan

### Mission Statement

The mission of the Leon County Management Information Services Division is to provide reliable and effective technology and telecommunications solutions and services to county agencies to enable them to fulfill their missions in serving the citizens of Leon County.

### Strategic Priorities

#### Quality of Life

- Maintain and enhance our recreational offerings associated with parks and greenway system for our families, visitors and residents. (Q1) rev. 2013
- Provide essential public safety infrastructure and services which ensures the safety of the entire community. (Q2) 2012

#### Governance

- Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (G1) rev. 2013
- Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (G2) 2012
- Sustain a culture that respects, engages, and empowers citizens in important decisions facing the community. (G3) 2012
- 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) 2012

### Strategic Initiatives

October 1, 2011 – December 31, 2013

- |    |  |         |
|----|--|---------|
| 1. | Provide, support and deploy the geographic information system, integrated Justice Information System Jail Management system, case management and work release management information systems for Probation, Supervised Pretrial Release and Sheriff's Office, and pawnshop network system. (Q2) 2012 | Ongoing |
| 2. | Provide for information systems disaster recovery and business continuity (Q2, G5) 2012  | Ongoing |
| 3. | Develop and deploy website enhancements (G1) 2012  | Ongoing |
| 4. | Provide and expand online services, such as Customer Connect, Your Checkbook, and Board agenda materials (G1) 2012   | Ongoing |
| 5. | Provide televised and online Board meetings in partnership with Comcast (G1) 2012  | Ongoing |
| 6. | Provide technology and telecommunications products, services and support necessary for sound management, accessibility, and delivery of effective, efficient services, including maintaining the financial database system with interfaces to other systems (G1, G2, G5) 2012                        | Ongoing |

### Actions

- |       |  |     |
|-------|--|-----|
| 1. A. | Continue support of systems for the Justice Community, the Library, HR, Finance/Payroll, OMB, Public Works, and DSEM. (G1, G5)   | MIS |
| B.    | Implement a new case management system for Human Services & Community Partnerships. (G2)   | MIS |
| C.    | Expand mobile access of applications in the field. (G1)  | MIS |
| D.    | Implement electronic faxing. (G2)  | MIS |
| E.    | Participate in a team for the Courts e-filing solution. (G2)   | MIS |
| 2. A. | Upgrade the Avaya phone system to add other customers and create a redundant system for business continuity. Add Court Administration and prepare for the addition of the Sherriff's Office in FY 2013. (G2, G5) | MIS |
| B.    | Refresh the server environment with business continuity and DR functionality. (G5)   | MIS |
| 3. A. | Engage a County-wide team to infuse the intranet and with current content and needed services. (G2)  | MIS |
| B.    | Purchase and install FormsFusion for the creation of web-enabled forms that connect to Banner.(G2)   | MIS |
| C.    | Purchase and install an integrated travel request and expense reporting system through Banner. (G1)  | MIS |

Division of Management Information Services

	4.	Offer brown bag lunch and learn sessions, create webinars, hold user questions sessions, create an online help blog, and provide access to online training tools (G2)	MIS
	5.	Continue support of televised/online Board meetings in partnership with Comcast. (G1)	MIS
	6. A.	Implement a project and change management framework for major MIS/GIS projects to provide better control and outcomes of projects. (G2)	MIS
	B.	Manage the installation and support of the telephone, network, and audio visual infrastructure for the Public Safety Complex. (Q2, G1)	MIS
	C.	Continue desktop replacement plan for PC desktops, laptops, and printers and using virtualized desktop technology where applicable. (G2)	MIS
	D.	Move the fleet to Windows 7 and MS Office Suite 2010. (G2)	MIS
	E.	Implement for managed, centralized printing and copiers services. (G2, G5)	MIS
Performance Measures	G2	# of valid e-mails per month(balance after e-mail spam or viruses trapped)	
	G2	% increase in average monthly visits to Leon County web site and the TLCGIS Website	
	G2	% of help calls completed in one day	
	G2	% increase in number of mobile field users	
	G2	% increase in the number of external and internal web applications developed	
	G2	% of desktop fleet greater than three years old	

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

<p>Goal</p>	<p>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.</p>
<p>Core Objectives</p>	<ol style="list-style-type: none"> <li>1. Provide technology infrastructure and support for the Board, the Joint Dispatch Public Safety Complex, other County Constitutional Officers, and Article V agencies (Courts, State Attorney, Public Defender, Clerk, and Guardian Ad Litem).</li> <li>2. Provide and maintain county network connectivity for all buildings and offices of the Board, Constitutional Officers, Article V agencies and the 2nd Judicial Circuit (Gadsden, Wakulla, Jefferson, Franklin, and Liberty counties).</li> <li>3. Provide and maintain Internet access for employees within county facilities, for the public within the library system, and wireless access within the Courthouse, main and branch libraries, park facilities, and for designated community centers.</li> <li>4. Provide for mobile office services to Building Inspection, Public Works Operations, Animal Control, Emergency Medical Services (EMS), Facilities, and other field workers. Also, expand the agenda process with iPads and paperless agendas.</li> <li>5. Maintain network file systems, storage, and provide system security firewalls, SPAM and virus protection.</li> <li>6. Provide telephone and voice mail services for the Board and the Supervisor of Elections, the Public Defender and State Attorney offices, Guardian Ad Litem, Health Department, and any other County entities as interested.</li> <li>7. Provide e-mail services for the Board, Constitutional Officers, and Article V agencies.</li> <li>8. Support and provide connectivity and applications for mobile devices such as phones and tablets.</li> <li>9. Operate the central data center and a disaster recovery site, support and maintain over 300 servers, provide backup and restoration management, disaster recovery and business continuity services. Currently implementing a virtualized infrastructure environment.</li> <li>10. Support, maintain, and replace laptops, tablets, printers, personal computers, and desktop software (Microsoft Office Suite) for the Board, Constitutional Officers, Article V agencies, and the public systems within the library facilities. Provide appropriate security for these systems.</li> <li>11. Develop, maintain and enhance the inter-agency Criminal Justice Information System (JIS) for the justice community. The JIS supports the Courts, State Attorney, Public Defender, Sheriff's Office, Probation and Supervised Pretrial Release.</li> <li>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.</li> <li>13. Maintain the pawnshop network system. MIS developed this system, which is currently being used by more than 20 Florida counties.</li> <li>14. Provide technical support to the Supervisor of Elections at all voting locations for all elections.</li> <li>15. Provide technical solutions for the Courts, such as technology in the courtrooms and teleconferencing for first appearance.</li> <li>16. Develop and maintain web services (including an Intranet for the Board; websites for the Board, Property Appraiser, Sheriff, Tax Collector, Supervisor of Elections, State Attorney, Public Defender, Blueprint 2000, and the Tourist Development Council) and online web applications (such as Board meetings, workshops, agendas, calendars; job applications; customer problem reporting; permitting; Purchasing via DemandStar; Summer Youth applications; Library Services, Capital Area Flood Warning Network; Volunteer Services; Parks Reservations; and Have a Hurricane Plan).</li> <li>17. Support, maintain, and upgrade work order and management systems, including Banner (Finance, Purchasing, Human Resources, and Payroll), Hansen (Public Works), Animal Control, FASTER (Fleet), Paradigm (Landfill), Hansen (Facilities Management), Hansen (MIS), Halogen E-Appraisal (Human Resources), Permits and Enforcement Tracking Software (PETS) (Growth and Environmental Management), E-Pro and Telestaff (EMS) and SIRSI (Library). Continue to collapse single work order management systems into the enterprise Hansen system.</li> </ol>

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

	<p>18. Develop specialized applications for Human Resources (electronic timesheets, e-recruitment, compensation, employee benefits, and the Florida Retirement System) and the Office of Management and Budget (budget modeling support).</p> <p>19. Implement electronic document management for Public Works (Animal Control and Engineering), Growth and Environmental Management, Veterans Services, Human Resources, and the County Attorney’s Office, and other divisions or offices as they become ready.</p> <p>20. Support the Public Information Office in the effective and efficient methods of communication to the public and internal customers.</p> <p>21. Plan for and coordinate the delivery of data services in new construction and renovations for computer and communications infrastructure and equipment.</p> <p>22. Coordinate employee desktop software training.</p> <p>23. Provide inventory and asset management of computer and communication assets.</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
G1	Average number of users per MIS Full Time Equivalent (FTE)	1:88	1:50
G1	Average number of Devices per Information Technician (IT Staff)	1:297	1:285
G1	Ratio of Network Systems Administrators to File Servers	1:41	1:24
G1	Number of Network Sites	63	44
G1	IT Spending per Employee in the County Government Sector	\$3,026	\$4,147

Benchmark Sources: 2012/2013 Computer Economics Report on IT Spending and Staffing (an information and technology research/advisory firm)

Performance Measures					
Priorities	Performance Measures	FY 2010 Actuals	FY 2011 Actuals	FY 2012 Estimate	FY 2013 Estimate
G1, G3	Average number of e-mails processed each month (in millions)	0.9	1.1	1.3 <sup>1</sup>	1.5
G1	Approximate amount of valid e-mails (balance after e-mail spam or viruses trapped)	44%	58%	40%	40%
Q1, Q2	Average monthly visits to Leon County web site	787,070	782,412	500,000	750,000
G1	% of help calls completed the same day	46%	30%	40%	35%
G1	Number of new applications/services deployed	4	4	2	2

Notes:

1. 2012 Estimate of emails processed each month updated to fall in line with previous actuals and future estimates not including spam emails.

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

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	2,647,030	3,510,426	3,709,994	-	3,709,994	3,701,607
Operating	1,420,996	1,737,084	1,737,084	85,755	1,822,839	1,834,589
Transportation	7,005	10,768	9,935	-	9,935	9,935
<b>Total Budgetary Costs</b>	<b>4,075,030</b>	<b>5,258,278</b>	<b>5,457,013</b>	<b>85,755</b>	<b>5,542,768</b>	<b>5,546,131</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	4,075,030	5,258,278	5,457,013	85,755	5,542,768	5,546,131
<b>Total Revenues</b>	<b>4,075,030</b>	<b>5,258,278</b>	<b>5,457,013</b>	<b>85,755</b>	<b>5,542,768</b>	<b>5,546,131</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate III	0.67	0.67	0.67	-	0.67	0.67
Administrative Associate IV	0.50	0.50	0.50	-	0.50	0.50
Applications & Database Mngr.	1.00	1.00	1.00	-	1.00	1.00
Applications Dev. Analyst	6.00	6.00	6.00	-	6.00	6.00
Computer Asset Analyst	1.00	1.00	1.00	-	1.00	1.00
IT Technical Support Specialist II	6.00	6.00	6.00	-	6.00	6.00
Director of MIS/GIS	0.67	0.67	0.67	-	0.67	0.67
IT Coordinator-Communications	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Admn Services	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Technical Serv.	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-Web Development	1.00	1.00	1.00	-	1.00	1.00
Sr. IT Technical Support Spec.	1.00	1.00	1.00	-	1.00	1.00
MIS Special Projects Coord.	1.00	1.00	1.00	-	1.00	1.00
Network & Tech. Serv. Manager	1.00	1.00	1.00	-	1.00	1.00
Network Systems Administrator	7.00	7.00	8.00	-	8.00	8.00
IT Technical Support Supv.	1.00	1.00	-	-	-	-
Unix Systems Administrator	1.00	1.00	1.00	-	1.00	1.00
Web Applications Analyst	1.00	1.00	1.00	-	1.00	1.00
JIS Sr. Applications Analyst	4.00	4.00	4.00	-	4.00	4.00
Applications Development Coordinator	1.00	1.00	1.00	-	1.00	1.00
Network Construction Planner	1.00	1.00	1.00	-	1.00	1.00
Oracle Enterprise Architect	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator - Work Order & EDMS	1.00	1.00	1.00	-	1.00	1.00
EDMS Technician	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>42.84</b>	<b>42.84</b>	<b>42.84</b>	<b>-</b>	<b>42.84</b>	<b>42.84</b>

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

The major variances for the FY 2014 Management Information Services budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Contracts or other obligations for continuity of services in the amount of \$85,755 including:
  - CIP Impact for E-Filing system annual licensing maintenance \$27,000
  - CIP Impact of annual financial hardware support for Probation \$3,000
  - CIP Impact of Avaya Digital Phone System for the Sheriff \$26,755
  - Fuelmaster Program to monitor and report usage \$7,500
  - IBM hardware and software maintenance \$15,000
  - Solar Winds Network monitoring and security maintenance \$6,500

**Decreases to Program Funding:**

1. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$833.
2. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$1,790.

**Management Information Services - Article V MIS (001-171-713)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	763,925	-	-	-	-	-
Operating	301,949	-	-	-	-	-
Total Budgetary Costs	1,065,874	-	-	-	-	-
<hr/>						
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	1,065,874	-	-	-	-	-
Total Revenues	1,065,874	-	-	-	-	-

In FY08 new reporting requirements for Article V entities were implemented. The FY12 Actuals depict the total amount funded by the County for Article V information systems. These expenses are currently funded in the operating budget of Management Information Services and the actual expenses will be reported separately each year.

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

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	-	172,163	177,309	-	177,309	176,376
Operating	-	76,636	138,271	20,300	158,571	158,571
<b>Total Budgetary Costs</b>	<b>-</b>	<b>248,799</b>	<b>315,580</b>	<b>20,300</b>	<b>335,880</b>	<b>334,947</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	-	248,799	315,580	20,300	335,880	334,947
<b>Total Revenues</b>	<b>-</b>	<b>248,799</b>	<b>315,580</b>	<b>20,300</b>	<b>335,880</b>	<b>334,947</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Network Systems Analyst	-	2.00	2.00	-	2.00	2.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>

The following expenditures establish the FY 2014 technology support budget for the new Public Safety Complex. These costs will be jointly funded (50/50), with reimbursement from the City of Tallahassee.

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014. The Operating budget for FY14 reflects a full year's funding for the Public Safety Complex compared to a partial year's funding in FY13.
2. Contracts or other obligations for continuity of services in the amount of \$20,300.
  - EMS Dispatch Software – Dispatch Pro \$9,800
  - EMS Dispatch Software – RescueNet \$10,500

### Management Information Services – Geographic Info. Systems (001-421-539)

<b>Goal</b>	The goal of the Tallahassee-Leon County GIS is to work in partnership with county agencies to provide accurate, consistent, accessible, affordable, and comprehensive GIS data, GIS infrastructure, and GIS services to support the unique business needs of Leon County and the citizens we serve.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Development and management of high-accuracy planimetric and topographic basemap data</li> <li>2. Creation, compilation, access and distribution of derived and thematic GIS data.</li> <li>3. Manage the overall quality and integrity of departmental GIS data.</li> <li>4. Provide access to GIS analytical tools</li> <li>5. Integrate GIS technology, service and support into the business processes of government</li> <li>6. Identify additional sources of GIS data to support government activities and services</li> </ol>
<b>Statutory Responsibilities</b>	<p><u>Florida Statute 7 – County Boundaries</u>: Section 7.37 – Leon County ; <u>Florida Statute 101 – Voting Methods &amp; Procedures</u>: 101.001 - Precincts and polling places, boundaries; <u>Florida Statutes 163 – Intergovernmental Programs</u>: 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; <u>Florida States 166 – Municipalities</u>: Section 166.231 - Public service tax; <u>Florida Statutes 192 – Taxation</u>: General Provisions, Non-ad Valorem; <u>Florida Statutes 193 – Assessments</u>: Section 193.023 - Property Appraiser’s requirement established to provide or pay for orthorectified aerial imagery at FDOR specifications every three years., Section 195.002 - Property Appraiser and use of Aerial Imagery in Inspections; <u>Florida Statute 202 – Communications Services Tax simplification Law</u>: Section 202.19 Local Communications Tax; <u>Florida Statute 472 - Land Surveying and Mapping</u>: Section 472.027 - Minimum technical standards for surveying and mapping; <u>City of Tallahassee Environmental Ordinance</u>; <u>Leon County Environmental Management Act</u>; <u>Local Comprehensive Plan</u>; <u>Interlocal Agreement for a Geographic information System, May 16, 1990</u>; <u>Senate Bill 360</u></p>
<b>Advisory Board</b>	GIS Executive Committee, GIS Steering Committee, Permit Enforcement & Tracking System (PETS) Steering Committee, GIS Development Team, PETS Development Team, Addressing Steering Committee

Benchmarking			
Priorities	Benchmark Data	Leon County 2013	Benchmark
G1, G3	# of Business Units that use GIS (Deployment)	25	11.5 (Average)
G3, Q2	# of Layers of Data Maintained	481	300
G1, G3, Q1	# of Web Sites and Custom Applications	46	20

Benchmark Source: Aegis Business Technologies provided a benchmarking report for TLC GIS in May 2010. The report provided several qualitative measures which identified TLC GIS as a leader among GIS programs in the Southeast.

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 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	20%	20%	20%	20%
G1, Q1	Increase internet user sessions by 20% annually	(5%)	10%	10%	10%
G1	Provide maintenance of base map components per schedule matrix, as required	100%	100%	100%	100%
G1, Q1	Average monthly visits to the GIS Web Site	63,900	70,290	70,000	70,000
G3, Q2	Layers of data maintained (such as aerial photography at various resolutions; addressing; streets; building footprints; contours within USA (1 ft.) and County (2 ft.); hydrography; elevation; flood zones; land use and zoning; property ownership; subdivisions; easements; census)	440	448	460	481

**Management Information Services - Geographic Info. Systems (001-421-539)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	1,231,031	1,245,948	1,295,934	(47,327)	1,248,607	1,245,237
Operating	555,275	577,790	577,955	50,000	627,955	627,955
<b>Total Budgetary Costs</b>	<b>1,786,306</b>	<b>1,823,738</b>	<b>1,873,889</b>	<b>2,673</b>	<b>1,876,562</b>	<b>1,873,192</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	1,786,306	1,823,738	1,873,889	2,673	1,876,562	1,873,192
<b>Total Revenues</b>	<b>1,786,306</b>	<b>1,823,738</b>	<b>1,873,889</b>	<b>2,673</b>	<b>1,876,562</b>	<b>1,873,192</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate III	0.33	0.33	0.33	-	0.33	0.33
Administrative Associate IV	0.50	0.50	0.50	-	0.50	0.50
Director of MIS/GIS	0.33	0.33	0.33	-	0.33	0.33
GIS Application Dev. Analyst	1.00	1.00	1.00	-	1.00	1.00
GIS Coordinator	1.00	1.00	1.00	-	1.00	1.00
GIS Oracle Database Admin.	1.00	1.00	1.00	-	1.00	1.00
GIS Project Manager	1.00	1.00	1.00	-	1.00	1.00
GIS Specialist II	2.00	2.00	1.00	-	1.00	1.00
GIS Web Application Dev. Anl.	1.00	1.00	1.00	-	1.00	1.00
Gis Mapping Specialist	2.00	3.00	2.00	-	2.00	2.00
Network Systems Administrator	1.00	1.00	1.00	-	1.00	1.00
Unix System Adm. - GIS	1.00	1.00	1.00	-	1.00	1.00
GIS Technician I	1.00	-	1.00	(1.00)	-	-
GIS Technical Services Manager	1.00	1.00	1.00	-	1.00	1.00
GIS Database Analyst	1.00	1.00	1.00	-	1.00	1.00
GIS Specialist III	1.00	1.00	2.00	-	2.00	2.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>16.16</b>	<b>16.16</b>	<b>16.16</b>	<b>(1.00)</b>	<b>15.16</b>	<b>15.16</b>

The major variances for the FY 2014 Geographic Information Systems budget are as follows:

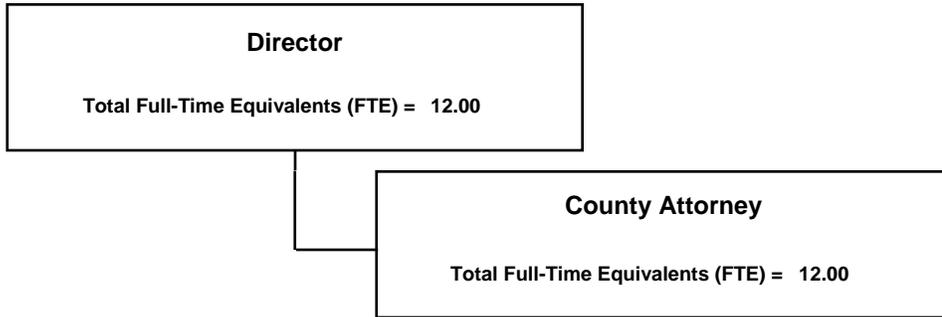
**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Contracts or other obligations for continuity of services in the amount of \$50,000 for the Leon County Health Department and GIS septic tank inventory and additional communication costs in the amount of \$165.

**Decreases to Program Funding:**

1. The reduction of a GIS Technician I position as part of Board approved budget reductions. Due to the on-line availability of certain mapping information, this position was recommended for elimination.

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## **Executive Summary**

The County Attorney's Office section of the Leon County FY 2014 Annual Budget is comprised of the County Attorney's Office.

The County Attorney provides legal services to the Board of County Commissioners, the County Administrator, and County departments, boards and agencies organized under the Board of County Commissioners. The office of the County Attorney also reviews all contracts, bonds, ordinances, resolutions and other written instruments.

### HIGHLIGHTS

The County Attorney's Office has met with representatives of the United States Environmental Protection Agency to address Leon County's efforts to deal with significant nutrient contamination coming from the BASF facility near Attapulgus, Georgia, and flowing into Lake Talquin. The nitrogen discharges coming from this one plant are the equivalent of the nitrogen content that a city of 300,000 to 400,000 people would generate in its sewage, and according to analysis conducted on the County's behalf, most of this material flows into Lake Talquin, which is impaired for nutrients and dissolved oxygen. Leon County and the Florida Department Environmental Protection have worked together in attempting to have the Georgia Environmental Protection Department reissue the long-overdue five-year BASF permit, this time with significant restrictions on nitrogen-based contaminants. In recent months, the Environmental Protection Agency invoked jurisdiction over the permit, removing the matter from the Georgia EPD's jurisdiction. However, this action has been appealed by the Georgia EPD and BASF. In order to be a participant in the decision-making process, Leon County has joined the appeal in support of the EPA, and is currently awaiting a hearing date. In the meantime, Leon County has worked with the Florida DEP regarding its newly adopted nutrient standards to verify that Lake Talquin remains on the State's Impaired Waterbodies List.

In FY 13, the County Attorney's Office worked with Sustainability and Solid Waste Divisions to develop and negotiate a Franchise Agreement for Solid Waste Collection Service with WastePro of Florida, Inc., which requires WastePro to utilize waste collection vehicles that are fueled by compressed natural gas. A Compressed Natural Gas Fueling and Royalty Agreement with Nopetro Tallahassee, LLC was developed and negotiated to procure, receive, compress, sell and dispense compressed natural gas fuel to WastePro. The agreement with Nopetro provides for a monthly royalty payment to be made by Nopetro to the County with respect to purchases of fuel by WastePro. A Compressed Natural Gas Fueling Agreement was also developed and negotiated with the School Board of Leon County to provide for contingency fueling of WastePro's vehicles in the event Nopetro is unable to provide compressed natural in sufficient quantities.

**County Attorney Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	1,190,922	1,193,542	1,281,192	6,547	1,287,739	1,283,891
Operating	403,449	477,176	565,467	(90,000)	475,467	565,467
<b>Total Budgetary Costs</b>	<b>1,594,371</b>	<b>1,670,718</b>	<b>1,846,659</b>	<b>(83,453)</b>	<b>1,763,206</b>	<b>1,849,358</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
County Attorney (001-120-514)	1,594,371	1,670,718	1,846,659	(83,453)	1,763,206	1,849,358
<b>Total Budget</b>	<b>1,594,371</b>	<b>1,670,718</b>	<b>1,846,659</b>	<b>(83,453)</b>	<b>1,763,206</b>	<b>1,849,358</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	1,594,371	1,670,718	1,846,659	(83,453)	1,763,206	1,849,358
<b>Total Revenues</b>	<b>1,594,371</b>	<b>1,670,718</b>	<b>1,846,659</b>	<b>(83,453)</b>	<b>1,763,206</b>	<b>1,849,358</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
County Attorney	12.00	12.00	12.00	-	12.00	12.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>-</b>	<b>12.00</b>	<b>12.00</b>

**County Attorney's Office (001-120-514)**

<p>Goal</p>	<p>The goal of the County Attorney's Office is to provide high quality legal representation to the Board of County Commissioners, all departments and divisions under the Board, the County Administrator, and certain other boards and officials of Leon County as directed by the Board of County Commissioners.</p>
<p>Core Objectives</p>	<ol style="list-style-type: none"> <li>1. Advising counseling, and providing legal opinions to the Board of County Commissioners and to County Administration</li> <li>2. Representing clients (BOCC, County Departments and employees) in litigation matter before the Courts and before administrative agencies such as the Division of Administrative Hearings, Code Enforcement Board, and Board of Adjustment and Appeals.</li> <li>3. Preparing briefs and making oral arguments before various appellate courts in cases on appeal.</li> <li>4. Representing Leon County in employment related matters before agencies such as the Florida Commission on Human Relations and the Agency for Work Force Innovation.</li> <li>5. Providing legal education seminars to Senior Management staff.</li> <li>6. Preparing materials and presenting workshops to the Board of County Commissioners.</li> <li>7. Researching and drafting for Board consideration legal documents such as contracts, ordinances, resolutions, and Board policies.</li> <li>8. Reviewing documentation relating to subdivision approval, including plats, maintenance agreements, restrictive covenants, and so forth.</li> <li>9. Preparing and reviewing legal advertisements relating to the adoption of ordinances and certain meetings of the Board of County Commissioners.</li> <li>10. Representing the Board of County Commissioners and County Administration in negotiating real estate and eminent domain contracts.</li> <li>11. Commencing eminent domain lawsuits when necessary.</li> <li>12. Participating in committee work dealing with establishment and implementation of various Leon County programs involving real estate transactional matters such as Flood Lands Exchange Program, County Lands Survey Program, Flooded Property Acquisition Program, Private Paved Roads Repair Services Program, and Homestead Loss Prevention Program.</li> <li>13. Representing Leon County, the Board of County Commissioners, and the County's departments and employees, in their capacity as a County employee, in all eminent domain matters including road widening projects, drainage improvement projects, and County Accepted Road Roadway and Drainage Systems program (CARDS).</li> <li>14. Reviewing and/or preparing legal documents such as purchase and sale agreements, lease agreements, eminent domain acquisition documents.</li> </ol>
<p>Statutory Responsibilities</p>	<p>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</p>
<p>Advisory Board</p>	<p>The County Attorney's Office represents the Board of County Commissioners, the Canvassing Board, the Tourist Development Council, and the Contractors Licensing Board, and represents staff before the Code Enforcement Board and the Board of Adjustment and Appeals.</p>

**County Attorney - County Attorney (001-120-514)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
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<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	1,594,371	1,670,718	1,846,659	(83,453)	1,763,206	1,849,358
<b>Total Revenues</b>	<b>1,594,371</b>	<b>1,670,718</b>	<b>1,846,659</b>	<b>(83,453)</b>	<b>1,763,206</b>	<b>1,849,358</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Asst County Attorney	3.00	3.00	3.00	-	3.00	3.00
County Attorney	1.00	1.00	1.00	-	1.00	1.00
Legal Administrator	1.00	1.00	1.00	-	1.00	1.00
Legal Records Specialist	1.00	1.00	1.00	-	1.00	1.00
Legal Assistant	2.00	2.00	2.00	-	2.00	2.00
Sr. Legal Assistant	1.00	-	-	-	-	-
Paralegal	1.00	1.00	1.00	-	1.00	1.00
Sr Asst County Attorney	1.00	-	-	-	-	-
Deputy County Attorney	-	1.00	1.00	-	1.00	1.00
Sr Paralegal	-	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>-</b>	<b>12.00</b>	<b>12.00</b>

The major variances for the FY 2014 County Attorney budget are as follows:

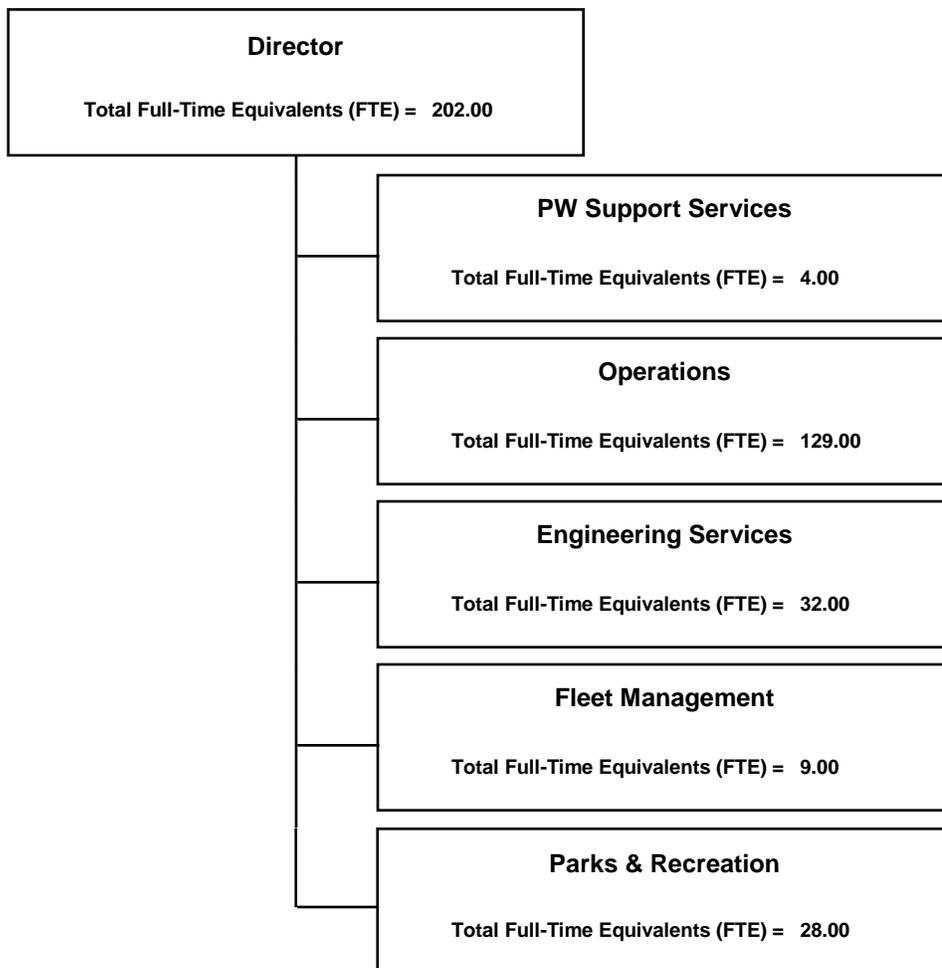
**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014
2. Market adjustment for two positions effective October 1, 2013 in the amount of \$6,547.

**Decreases to Program Funding:**

1. A \$90,000 reduction in professional services as part of the Board approved budget reductions.
2. Rental and Leasing costs associated with savings from the county wide centralization of copier services in the amount of \$1,709.

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## **Executive Summary**

The Public Works section of the Leon County FY 2014 Annual Budget is comprised of Support Services, Engineering Services, Fleet Management, Operations, Parks and Recreation.

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. Fleet Management provides maintenance and repair of County-owned and operated vehicles. Parks and Recreation creates, maintains, and manages infrastructure and programs supporting recreation, parks, and open space.

As part of the Leon LEADS Strategic Planning process, the Department of Public Works Business Plan was revised to communicate the continued alignment of the Board's strategic priorities and identified strategic 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 plan.

### HIGHLIGHTS

Through the Leon LEADS cost avoidance and efficiency efforts, the following opportunities to increase efficiencies and costs savings were identified for the FY 2014:

- The Operations Division identified staffing and equipment realignments to reduce the fiscal impact of increasing service demands to areas such as landscape maintenance and mowing associated with new County right-of-way, such as Mahan Drive, and stormwater retention pond improvements. The realignment and reclassification of a net 8 positions from Transportation Maintenance, due to the decline in the private road repair program and open grade mix roads requiring less maintenance than anticipated, to the Right-of-Way and Stormwater programs will allow for a full roadside maintenance and mowing crew respectively. Even with an additional Maintenance Tech position added to complete the full roadside maintenance crew, the overall savings to the Operations Division is \$27,860 for FY 2014.
- Operations and Parks & Recreation, in conjunction with other County departments will be part of the heavy equipment sharing inventory system. The departments included in the inventory system may utilize similar equipment in performing job duties. In an effort to avoid rental costs or down time due to equipment malfunction, all departments will be aware of the available heavy equipment throughout the County. Anticipated savings in FY 2014 is \$250,000 countywide.

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, and inspects and performs quality control of new subdivision construction. Additionally, Engineering provides water quality monitoring services at 73 sites throughout Leon County including all major water bodies.

The Fleet Management Division is responsible for providing quality repairs and maintenance of vehicles and equipment for the Board of County Commissioners and all Constitutional Offices, excluding the Sheriff's Office. Fleet Management provides road and field service repairs on stationary equipment and disabled vehicles. As of FY 2013, the Fleet Division has replaced 27 fleet vehicles and equipment with alternative fuel replacements.

Parks and Recreation is responsible for providing safety, comfort, and convenience to the public through the creation, maintenance, and management of infrastructure and programs supporting recreation, parks, and open space. Parks and Recreation is also responsible for the maintenance of all county park facilities, including ball fields, boat landings, nature trails, greenways, and open spaces. In addition, this division provides and operates five multi-purpose community centers. Currently, Parks and Recreation maintains over 3,400 acres of greenways and trails and, along with community partners, served more than 2,500 youth in active sports programs.

# 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, parks and recreation opportunities, and maintenance services throughout Leon County that enhance its livability, environment and economic vitality.

**Strategic Priorities**

**Economy**

- Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (EC1) 2012
- Grow our tourism economy, its economic impact and the jobs it supports, including: being a regional hub for sports and cultural activities. (EC4) 2012

**Environment**

- Protect our water supply, conserve environmentally sensitive lands, safeguard the health of our natural ecosystems, and protect our water quality, including Floridan Aquifer, from local and upstream pollution. (EN1) revised 2013
- Promote orderly growth which protects our environment, preserves our charm, maximizes public investment, and stimulates better and more sustainable economic returns. (EN2) 2012
- Reduce our carbon footprint, realize energy efficiencies, and be a catalyst for renewable energy, including: solar. (EN4) 2012

**Quality of Life**

- Maintain and enhance our recreational offerings associated with our parks and greenway system for our families, visitors and residents. (Q1) 2013
- Provide essential public safety infrastructure and services which ensures the safety of the entire community. (Q2) 2012
- Create senses of place in our rural areas through programs, planning and infrastructure, phasing in appropriate areas to encourage connectedness. (Q5) 2012

**Governance**

- Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (G1) 2013
- Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices. (G4) 2012

**Strategic Initiatives**

October 1, 2011 – December 31, 2013

- |  |         |
|--|---------|
| 1. Develop and maintain County transportation systems including; roads, bike lanes, sidewalks, trails, and right-of-ways. (EC1, Q2) 2012   | Ongoing |
| 2. Implement strategies which plan for environmentally sound growth in the Woodville Rural Community, including: bring central sewer to Woodville consistent with the Water and Sewer Master Plan, including consideration for funding through Sales Tax Extension. (EN1, Q5) 2012 | Ongoing |
| 3. Continue to work with regional partners to develop strategies to further reduce nitrogen load to the Wakulla Springs. (EC4, EN1) 2012   | Ongoing |
| 4. Further develop clean – green fleet initiatives, including compressed natural gas. (EN4) 2013   | Ongoing |
| 5. Develop and maintain County stormwater conveyance system, including enclosed systems, major drainage ways, storm water facilities and rights-of-way. (EN1) 2012   | Ongoing |
| 6. Provide canopy road protections. (EN2) 2012   | Ongoing |
| 7. Provide Adopt-A-Tree program. (EN1, EN4) 2012   | Ongoing |

Public Works

Strategic Initiatives  
October 1, 2011 – September 30, 2013

8.	Provide water quality testing (EN1) 2012	Ongoing
9.	Implement strategies which advance parks, greenways, recreational offerings, including: explore the extension of park and greenways to incorporate 200 acres of Upper Lake Lafayette. (EC1, EC4, Q1) 2012	Ongoing
10.	Implement strategies which advance parks, greenways, recreational offerings, including: develop Miccosukee Greenway Management Plan. (EC1, EC4, Q1) 2012	Complete
11.	Implement strategies which advance parks, greenways, recreational offerings, including: develop Alford Greenway Management Plan. (EC1, EC4, Q1) 2012	Complete
12.	Expand recreational amenities, including: complete construction of Miccosukee ball fields. (EC1, EC4, Q1, Q5) 2012	March 2014
13.	Expand recreational amenities, including: continue acquisition plans and development of a North East Park. (EC1, EC4, Q1) 2012	Ongoing
14.	Expand recreational amenities, including: Develop Apalachee Facility master plan to accommodate year-round events. (EC1, EC4, Q1) 2013	Ongoing
15.	Expand recreational amenities, including: continue to develop parks and greenways consistent with management plans at Okeehoopkee Prairie Park, Fred George Park and St. Marks Headwater Greenway. (EC1, EC4, Q1, Q5) 2012	June 2014
16.	Pursue American Public Works Association (APWA) accreditation. (G1, G4) 2012	Ongoing
17.	Extend central sewer or other effective wastewater treatment solutions to the Primary Springs Protection Zone area within Leon County. (EN1) 2013	Ongoing
18.	In partnership with the City of Tallahassee and community partners, conduct a community-wide conversation on upper league competition with the goal of a higher degree of competition and more efficient utilization of limited fields. (Q1, EC1) 2013	September 2013
19.	Conduct a workshop that includes a comprehensive review of sidewalk development and appropriate funding. (Q6, Q7) 2013	Complete
20.	Conduct a workshop regarding onsite sewage treatment and disposal and management options report. (EN1, EC4) 2013	Complete

Actions

1.	Continue to coordinate with FDOT, City of Tallahassee, CRTPA and other interested parties for a coordinated transportation system. (G1)	Engineering
2.	Proposed a comprehensive sewer extension and flood study for Woodville area for consideration as part of the Sales Tax extension. (EC1, EN1, EN2)	Engineering
3.	Schedule a workshop with the Board to present nitrogen reduction strategies for Wakulla Springs. (EN1)	Engineering
4.	A. Establish a minimum six member Green Fleet Team. (EN4, G5)	Fleet
	B. Purchase alternative fuel vehicles for County fleet when feasible. (EN4, G5)	Fleet
	C. Expand the use of Echo Power Synthetic Blended recycled motor oil. (EN4, G5)	Fleet
5.	A. Continue maintenance of closed drainage systems. (Q2)	Operations
	B. Provide silt removal from roadside ditches and conveyances. (EN1)	Operations
	C. Re-sodding of excavated ditches. (EN1)	Operations
	D. Continue Stormwater pond mowing. (EN1)	Operations
6.	A. Perform high risk tree pruning and removal along canopy roads. (Q2, EN2)	Operations
	B. Attend Canopy Road Citizen Advisory meetings. (EN2)	Operations
7.	A. Advertise and promote the Adopt-A-Tree program through the County's web page, the Leon County link and through the Community and Media Relations News Advisory. (EN3, G3)	Operations
	B. Process requests and planting of Adopt a Tree. (EN1, EN4)	Operations
8.	Continue to sample water quality at 73 separate Leon County locations. (EN1)	Engineering

Public Works

Actions	9. A.	Establish a new Parks and Recreation 10-year Vision/Master Plan. (Q1, Q4, G3)	Parks & Rec
	B.	Implement a public awareness/education campaign by participating in local events and accepting opportunities to present to community groups. (G3)	Parks & Rec
	10.	Finalize Miccosukee Canopy Road Greenway Plan by holding the necessary public meetings, presenting final reports to the Board, submitting final plans to the State, and presenting to the Acquisition and Restoration Council (ARC). (Q1, Q4, G1, G3)	
	11. A.	Initiate and conduct a trail assessment for the J.R. Alford Greenway to better utilize the existing trail mileage to accommodate a wider variety of passive experiences. (G5)	Parks & Rec
	B.	Establish a volunteer program with assistance from Volunteer LEON that engages the community, assists with user-compliance, and educates park visitors. (G1,G3)	Parks & Rec
	C.	Finalize J. R. Alford Greenway Management Plan by holding the necessary public meetings, presenting final reports to the Board, submitting final plans to the State, and presenting to the Acquisition and Restoration Council (ARC). (Q1, Q4, G1, G3)	Parks & Rec
	12.	Coordinate with the Division of Engineering to complete construction of the Miccosukee ball fields in time for the 2014 Little League season. (Q2, Q6, G2)	Parks & Rec
	13. A.	Establish a new Parks and Recreation 10-year Visioning/Master Plan. (Q1, Q4, G3)	Parks & Rec
	B.	Continue to work with the community user groups such as the Tallahassee Astronomical Society, Tallahassee Mountain Bike Association, Gulf Winds Track Club, Pop Warner, Little League, Friends of the Miccosukee Greenway, Wildwood Preservation Society, Southern Trail Riders Association and others to explore new avenues and partnerships for providing and expanding park amenities. (Q1, G3)	Parks & Rec
	14.	Coordinate with the Tourist Development Council and the Division of Solid Waste Management to establish an Apalachee Regional Park Facilities Master Plan as a tool for economic development. (E1, E4)	Parks & Rec
	15. A.	Implement a public awareness/education campaign by participating in local events and accepting opportunities to present to community groups. (G3)	Parks & Rec
	B.	Continue to work with the community user groups such as the Tallahassee Astronomical Society, Tallahassee Mountain Bike Association, Gulf Winds Track Club, Pop Warner, Little League, Friends of the Miccosukee Greenway, Wildwood Preservation Society, Southern Trail Riders Association and others to explore new avenues and partnerships for providing and expanding park amenities. (Q1, G3)	Parks & Rec
	16.	Initiate the self-assessment process for Public Works. (G1, G2)	All Public Works
	17. A.	Conduct a workshop on Sales Tax Extension Projects which include Woodville Rural Community and Additional Woodville. (EN1)	Engineering
	B.	Conduct a workshop regarding on-site septic systems. (EN1)	
	C.	Prepare additional sales tax project per Board direction to add Lake Munson area to the County project list for sewerage. (EN1)	
	18. A.	Convene a meeting of community baseball representatives/leadership, including City management staff. (Q1, EC1)	Parks & Rec
	B.	Acceptance of a Status Report regarding the meeting and Board Direction on further actions.	
	19.	Conduct Workshop on Sidewalk Policy, Priorities, and Funding Options. (Q6, Q7)	Engineering
	20.	Conduct Workshop on Septic System Management Options and BMAP Process. (EN1,EC4)	Engineering
Performance Measures	EN4	Increase the number of County fleet vehicles using alternative fuels 3% annually.	
	EN4	Reduce County fleet vehicle Gas and Diesel consumption 3% annually.	
	EN2	Miles of high risk tree pruning and removal along canopy roads.	
	EN1, EN4	Increase the number of trees planted/Tentative annually.	
	EN1	Maintain number of Leon County water bodies sampled annually.	
	EC4	Host 3 economically-significant events at the Apalachee Regional Park annually.	
	Q1	Establish a citizen volunteer Parks and Recreation program and increase citizen volunteers 2% annually.	

Leon County Fiscal Year 2014 Adopted Budget

Department of Public Works

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	10,419,423	10,955,600	11,335,442	6,749	11,342,191	11,369,188
Operating	5,010,075	6,182,260	5,870,019	40,963	5,910,982	6,053,498
Transportation	1,384,896	1,879,148	1,573,379	(8,134)	1,565,245	1,573,379
Capital Outlay	63,288	40,000	50,957	37,334	88,291	88,291
Grants-in-Aid	-	-	144,000	35,000	179,000	179,000
<b>Total Budgetary Costs</b>	<b>16,877,682</b>	<b>19,057,008</b>	<b>18,973,797</b>	<b>111,912</b>	<b>19,085,709</b>	<b>19,263,356</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
PW Support Services	377,617	569,286	583,169	-	583,169	582,785
Operations	8,873,855	9,696,448	9,632,095	55,949	9,688,044	9,720,384
Engineering Services	2,719,291	2,882,639	2,987,714	-	2,987,714	3,021,284
Fleet Management	2,787,380	3,460,656	3,210,532	-	3,210,532	3,257,480
Parks & Recreation	2,119,539	2,447,979	2,560,287	55,963	2,616,250	2,681,423
<b>Total Budget</b>	<b>16,877,682</b>	<b>19,057,008</b>	<b>18,973,797</b>	<b>111,912</b>	<b>19,085,709</b>	<b>19,263,356</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	-	577,067	575,876	-	575,876	578,568
106 Transportation Trust	9,003,675	9,831,804	9,991,145	(165,801)	9,825,344	9,883,581
122 Mosquito Control	589,521	-	-	-	-	-
123 Stormwater Utility	2,377,566	2,721,002	2,606,500	221,750	2,828,250	2,832,847
125 Grants	-	18,500	29,457	-	29,457	29,457
140 Municipal Service	2,119,539	2,447,979	2,560,287	55,963	2,616,250	2,681,423
505 Motor Pool	2,787,380	3,460,656	3,210,532	-	3,210,532	3,257,480
<b>Total Revenues</b>	<b>16,877,682</b>	<b>19,057,008</b>	<b>18,973,797</b>	<b>111,912</b>	<b>19,085,709</b>	<b>19,263,356</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Engineering Services	34.00	32.00	32.00	-	32.00	32.00
Fleet Management	9.00	9.00	9.00	-	9.00	9.00
Operations	128.00	128.00	128.00	1.00	129.00	129.00
Parks & Recreation	26.00	28.00	28.00	-	28.00	28.00
PW Support Services	4.00	4.00	4.00	-	4.00	4.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>201.00</b>	<b>201.00</b>	<b>201.00</b>	<b>1.00</b>	<b>202.00</b>	<b>202.00</b>
<b>OPS Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operations	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

**Support Services (106-400-541)**

<p>Goal</p>	<p>The goal of the Department of Public Works and Community Development 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.</p>
<p>Core Objectives</p>	<ol style="list-style-type: none"> <li>1. Provides oversight, monitoring, policy development and coordination of the fifteen divisions and multiple budget programs within the Department.</li> <li>2. Coordinates the department-wide submission of the Annual Budget and Capital Improvement Program and manages capital improvement projects.</li> <li>3. Coordinates Board meeting agenda items and other related correspondence.</li> <li>4. Coordinates department travel requests and expense reports.</li> <li>5. Provides quality control relative to approximately 332 employee's annual appraisals, in addition to quarterly purchasing card audits.</li> <li>6. Provides records management for entire department.</li> </ol>
<p>Statutory Responsibilities</p>	<p>Florida Statute, Chapter 119 "Public Records Law"; *Leon County Code of Laws, Chapter 10 "Comprehensive Plan"; Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21); Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU); Florida Constitution Article 12 (9)(c)(5); Florida Statute 206.47(7); Florida Statute 206.875; Florida Statute 206.60; Florida Statute 336.021; Florida Statute 336.025</p>
<p>Advisory Board</p>	<p>Capital Regional Transportation Planning Agency (CRTPA) Transportation Technical Advisory Committee; Transportation Planning Advisory Committee; Florida Department of Transportation; Blueprint 2000 Technical Coordinating Committee; Development Review Committee</p>

**Support Services (106-400-541)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	242,409	379,113	399,437	-	399,437	399,053
Operating	135,208	190,173	183,732	-	183,732	183,732
<b>Total Budgetary Costs</b>	<b>377,617</b>	<b>569,286</b>	<b>583,169</b>	<b>-</b>	<b>583,169</b>	<b>582,785</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
106 Transportation Trust	377,617	569,286	583,169	-	583,169	582,785
<b>Total Revenues</b>	<b>377,617</b>	<b>569,286</b>	<b>583,169</b>	<b>-</b>	<b>583,169</b>	<b>582,785</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Asst to the Public Works Director	1.00	1.00	1.00	-	1.00	1.00
Records Manager	1.00	1.00	1.00	-	1.00	1.00
Sr. Administrative Associate	1.00	1.00	1.00	-	1.00	1.00
Director, Public Works & Community Development	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalent (FTE)</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>	<b>4.00</b>	<b>4.00</b>

The major variances for the FY 2014 Support Services budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.

**Decreases to Program Funding:**

1. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$5,541.
2. Communication costs in the amount of \$900.

**Operations Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	5,995,338	6,297,894	6,537,117	6,749	6,543,866	6,568,072
Operating	1,686,747	1,818,354	1,772,524	20,000	1,792,524	1,792,524
Transportation	1,173,601	1,580,200	1,311,497	(8,134)	1,303,363	1,311,497
Capital Outlay	18,168	-	10,957	37,334	48,291	48,291
<b>Total Budgetary Costs</b>	<b>8,873,855</b>	<b>9,696,448</b>	<b>9,632,095</b>	<b>55,949</b>	<b>9,688,044</b>	<b>9,720,384</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Mosquito Control (001-216-562)	-	577,067	575,876	-	575,876	578,568
Mosquito Control (122-216-562)	542,206	-	-	-	-	-
Mosquito Control Grant (122-214-562)	47,315	-	-	-	-	-
Mosquito Control Grant (125-214-562)	-	18,500	29,457	-	29,457	29,457
Right-Of-Way Management (106-432-541)	1,898,647	2,054,878	2,155,522	334,391	2,489,913	2,489,062
Stormwater Maintenance (123-433-538)	2,365,066	2,721,002	2,606,500	221,750	2,828,250	2,832,847
Transportation Maintenance (106-431-541)	4,020,619	4,325,001	4,264,740	(500,192)	3,764,548	3,790,450
<b>Total Budget</b>	<b>8,873,855</b>	<b>9,696,448</b>	<b>9,632,095</b>	<b>55,949</b>	<b>9,688,044</b>	<b>9,720,384</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	-	577,067	575,876	-	575,876	578,568
106 Transportation Trust	5,919,267	6,379,879	6,420,262	(165,801)	6,254,461	6,279,512
122 Mosquito Control	589,521	-	-	-	-	-
123 Stormwater Utility	2,365,066	2,721,002	2,606,500	221,750	2,828,250	2,832,847
125 Grants	-	18,500	29,457	-	29,457	29,457
<b>Total Revenues</b>	<b>8,873,855</b>	<b>9,696,448</b>	<b>9,632,095</b>	<b>55,949</b>	<b>9,688,044</b>	<b>9,720,384</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Mosquito Control	5.00	5.00	5.00	-	5.00	5.00
Transportation Maintenance	56.00	56.00	56.00	(8.00)	48.00	48.00
Right-Of-Way Management	30.00	30.00	30.00	5.00	35.00	35.00
Stormwater Maintenance	37.00	37.00	37.00	4.00	41.00	41.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>128.00</b>	<b>128.00</b>	<b>128.00</b>	<b>1.00</b>	<b>129.00</b>	<b>129.00</b>
<b>OPS Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Mosquito Control	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

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

<b>Goal</b>	The goal of the Public Works, Division of Operations Transportation Program is to provide for the safety, comfort, and convenience of the public by creating, maintaining, and managing infrastructure and programs supporting transportation, roadside beautification, and stormwater maintenance. This is accomplished through cost effective, environmentally sensitive, and aesthetically pleasing products and services.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Responsible for the creation, maintenance, management, and preservation of functional, safe, and effective transportation systems for the citizens of Leon County and its visitors.</li> <li>2. Provides pothole patching and major asphalt repairs.</li> <li>3. Provides dirt road grading, stabilization, and ditch maintenance.</li> <li>4. Provides street sign installation and repair.</li> <li>5. Provides supervision of contract services for various activities on over 654 miles of County roadways.</li> <li>6. Provides repairs on private roads to citizens through Leon County’s Private Road Preventative Maintenance and Repair Program.</li> <li>7. Provides bridge and guardrail maintenance.</li> <li>8. Provides pavement marking installations.</li> <li>9. Provides Open Grade Mix resurfacing.</li> <li>10. Provides Open Grade Mix pothole patching and major repairs.</li> <li>11. Provides Hydro-cleaning to maintain porosity of Open-Grade Mix roads.</li> <li>12. Responds to service requests from citizens and internal customers.</li> <li>13. Provides major and minor roadway shoulder repair.</li> <li>14. Provides maintenance, repairs and inventory of sidewalks.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 125.01(1)(m) "Streets and Roads", Chapter 334.03(7), 336.01 "County Road System"; Leon County Code of Laws, Chapter 16 "Streets, Roads, and Public Ways" and Comprehensive Plan; Section II "Transportation", Section III "Utilities", Section IV "Conservation", Section V "Recreation", Section IX "Capital Improvements"
<b>Advisory Board</b>	None

Benchmarking			
Priorities	Benchmark Data	Leon County Actual Production MH/Unit	Benchmark (FDOT 4 Year Average Production)
Q2	Pavement Symbols (Plastic)	0.060 man hours/sq ft	0.063 man hours/sq ft
Q2	Plant Mix Patching (Hand)	12.70 man hrs/ton	11.088 man hours/ton
Q2	Major Plant Mix Patching (Mechanical) <sup>1</sup>	4.6 man hrs/ton	2.602 man hours/ton
Q2	Signs (ground signs 30 sq. ft. or less) <sup>2</sup>	0.505 man hrs/sign	0.834 man hours/sign

Source: Florida Department of Transportation

1. 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.
2. Leon County’s man hour per unit production is less than FDOT due to the close proximity and density of Leon County signs compared to those of FDOT.

**Operations – Transportation Maintenance (106-431-541)**

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
Q2	Perform 800 tons/year of major asphalt repairs <sup>1</sup>	403	689	800	800
Q2	Perform 500 tons/year asphalt/pothole patching <sup>2</sup>	625	458	500	500
Q2	Install and repair 9,000 sign panels annually <sup>3</sup>	11,063	10,905	9,000	9,000
Q2	Install and refurbish 75,000 sq. ft. of pavement markings and symbols with plastic	102,522	99,783	80,000	80,000
G1	Respond to 90% of work orders within three (3) weeks	89%	89%	90%	90%
Q2	Grade County maintained dirt roads on a 15 day cycle	11 Days	13 Days	14 Days	14 Days
Q2	Performs 20 tons of Open-grade mix pothole patching annually <sup>4</sup>	21	0	20	20
Q2	Performs resurfacing on 5 miles of Open-Grade Mix roads annually	6.25	6.25	5.00	5.00
Q2	Repair 130 miles/year of shoulders	117	119	130	130

- Notes:
- 1-2. The performance measure for major asphalt repairs and pothole patching are being reduced due to a decreased demand in asphalt repairs. The decrease is due primarily to prioritized resurfacing and increased efficiencies in route maintenance.
  - 3. The performance measure for sign panel maintenance has increased from 7,000 to 9,000. The change is due primarily to an increasing number of street signs on county roadways and increased maintenance levels due to more efficient maintenance routing.
  - 4. The performance measure to major open grade mix repairs and pothole patching repairs are being reduced due to decreased demand in open grade mix repairs. The decrease is due primarily to open graded mixed roads performing better than originally anticipated and prioritized resurfacing on roads showing signs of failure. As a result, the performance measure and estimates have been revised accordingly.

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

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	2,687,061	2,796,635	2,842,405	(414,560)	2,427,845	2,445,613
Operating	824,944	883,341	881,625	(37,601)	844,024	844,024
Transportation	504,798	645,025	540,710	(48,031)	492,679	500,813
Capital Outlay	3,816	-	-	-	-	-
<b>Total Budgetary Costs</b>	<b>4,020,619</b>	<b>4,325,001</b>	<b>4,264,740</b>	<b>(500,192)</b>	<b>3,764,548</b>	<b>3,790,450</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
106 Transportation Trust	4,020,619	4,325,001	4,264,740	(500,192)	3,764,548	3,790,450
<b>Total Revenues</b>	<b>4,020,619</b>	<b>4,325,001</b>	<b>4,264,740</b>	<b>(500,192)</b>	<b>3,764,548</b>	<b>3,790,450</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate IV	1.00	1.00	1.00	-	1.00	1.00
Asst Dir Oper/ Drng Fac Sup	1.00	1.00	1.00	-	1.00	1.00
Crew Chief I	4.00	4.00	4.00	-	4.00	4.00
Crew Chief II	3.00	3.00	3.00	(1.00)	2.00	2.00
Director of Operations	1.00	1.00	1.00	-	1.00	1.00
Equipment Operator	9.00	9.00	9.00	(2.00)	7.00	7.00
Heavy Equipment Operator	9.00	9.00	9.00	(3.00)	6.00	6.00
In-Mate Supervisor	1.00	1.00	1.00	-	1.00	1.00
Maint. & Const. Supervisor	2.00	2.00	2.00	(1.00)	1.00	1.00
Maintenance Repair Technician	7.00	7.00	7.00	(2.00)	5.00	5.00
Maintenance Technician	8.00	8.00	8.00	(2.00)	6.00	6.00
Service Worker	-	-	-	3.00	3.00	3.00
Sr. Administrative Associate	1.00	1.00	1.00	-	1.00	1.00
Traffic Services Supervisor	1.00	1.00	1.00	-	1.00	1.00
Traffic Sign Technician	6.00	6.00	6.00	-	6.00	6.00
Work Control Coordinator	1.00	1.00	1.00	-	1.00	1.00
Traffic Sign Crew Chief	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalentents (FTE)</b>	<b>56.00</b>	<b>56.00</b>	<b>56.00</b>	<b>(8.00)</b>	<b>48.00</b>	<b>48.00</b>

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

The major variances for the FY 2014 Transportation Maintenance budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Contracts or other obligations for continuity of services in the amount of \$3,000 in sidewalk repairs.
3. Communications Costs in the amount of \$165.

**Decreases to Program Funding:**

1. Costs associated with an efficiency reorganization within the Division of Operations aimed at moving personnel and resources to meet current and future service demands, specifically landscape maintenance demands associated with new County right-of-way such as Mahan Drive. The savings to the Division of Operations from the reorganization is estimated at \$27,860. A decrease in personnel costs to Transportation Road Maintenance of \$414,560 is due to the realignment of a net 8 positions moving to the Right-Of-Way Management and Stormwater Maintenance programs.
2. Operating costs in the amount of \$37,601 as part of the efficiency reorganization related to the transfer of operating expenditures to the Right-Of-Way Management and Stormwater Maintenance programs.
3. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$104,315.
4. Additional transportation costs in the amount of \$48,031 as part of the efficiency reorganization related to the transfer of vehicles and their costs to the Right-Of-Way Management and Stormwater Maintenance programs.
5. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$1,816.

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

<b>Goal</b>	The goal of the Public Works, Division of Operations Right-of-Way Management Program is to provide for the safety, comfort, and convenience of the public by managing programs that support transportation, roadside beautification and stormwater maintenance.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide roadside maintenance on over 654 miles of County roadways.</li> <li>2. Meet the objectives and goals set forth in the Canopy Road Management Plan.</li> <li>3. Review tree removal requests and prune or remove high risk trees and noxious plants.</li> <li>4. Management of the Roadside Beautification Program, including the Adopt-A-Tree, Adopt-A-Road, and Tree Bank programs.</li> <li>5. Litter control and roadside mowing to enhance the functionality, safety, and effectiveness of the roadside environment for vehicular and pedestrian traffic.</li> <li>6. Perform Clear Zone maintenance to provide a safe recovery area along roadways.</li> <li>7. Respond to service requests from citizens and internal customers.</li> <li>8. Perform finish cut mowing, edging, mulching, irrigation maintenance, herbiciding, fertilizing, and shrub/tree pruning in landscaped areas of County right-of-ways.</li> <li>9. Maintain vegetation in all County maintained stormwater facilities.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 125.01(1)(m) "General Authority Over Streets, Roads, etc"; Chapter 334.03(7), 336.01 et seq. "County Road System", Comprehensive Plan, Policy 3.3.2 "Implementation of Urban Forest Management Goals" & "Canopy Roads Management Plan Development and Implementation"
<b>Advisory Board</b>	Canopy Roads Citizen Committee; Tree and Wildlife Committee

Benchmarking			
Priorities	Benchmark Data	Leon County County Actual MH/Unit	Benchmark (FDOT 4 Year Average Production)
Q2	Roadside Litter Removal	.61 man hours/ acre	.93 man hours/acre
Q2	Right-of-Way Mowing	.68 man hours/ acre	.58 man hours/acre
Q2	Finish Cut Mowing <sup>1</sup>	8.26 man hours/ acre	4.71 man hours/acre

Source: Florida Department of Transportation

1. FDOT man hours per unit is lower 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.

**Operations – Right-Of-Way Management (106-432-541)**

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
Q2	Increase the number of Adopt-a-Road litter control groups by 2% over the prior year <sup>1</sup>	26%	-37%	2%	2%
Q2	Inspect and remove high risk wood on 58 miles of Canopy Roads every three (3) years with an annual average of 19.3 miles	17.50	20.75	19	19
Q2	Perform clear zone maintenance on 40 shoulder miles	40.23	58	40	40
Q2	Pick up litter on 500 miles of roads five (5) times per year (Goal: 2,500 mi)	3,178	2,316	2,500	2,500
Q2	Maintain 41.9 acres of landscaped area 10 times per year (Goal: 419 acres) <sup>2</sup>	416	480	419	419
G1	Respond to 90% of work orders within three (3) weeks	96%	97%	99%	99%
Q2	Mow 500 miles, five (5) times during the mowing season (Goal: 2,500 mi)	3,542	2,017	2,500	2,500

- Notes:
1. As part of a database cleanup, the division contacted groups that had voluntarily discontinued participation over the last two fiscal years to confirm their status. The groups that declined to participate any longer were removed from the database resulting in a significant drop in total active groups in FY12.
  2. FY12 production decreased due to staffing and equipment issues.

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

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	1,375,478	1,355,908	1,504,893	227,096	1,731,989	1,731,138
Operating	265,291	369,762	369,515	32,386	401,901	401,901
Transportation	257,878	329,208	281,114	37,575	318,689	318,689
Capital Outlay	-	-	-	37,334	37,334	37,334
<b>Total Budgetary Costs</b>	<b>1,898,647</b>	<b>2,054,878</b>	<b>2,155,522</b>	<b>334,391</b>	<b>2,489,913</b>	<b>2,489,062</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
106 Transportation Trust	1,898,647	2,054,878	2,155,522	334,391	2,489,913	2,489,062
<b>Total Revenues</b>	<b>1,898,647</b>	<b>2,054,878</b>	<b>2,155,522</b>	<b>334,391</b>	<b>2,489,913</b>	<b>2,489,062</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate IV	1.00	1.00	1.00	-	1.00	1.00
Work Program Crew Chief	2.00	2.00	2.00	-	2.00	2.00
Crew Chief	2.00	2.00	2.00	-	2.00	2.00
Crew Chief I	3.00	4.00	4.00	1.00	5.00	5.00
Equipment Operator	5.00	4.00	4.00	-	4.00	4.00
Heavy Equipment Operator	1.00	1.00	1.00	1.00	2.00	2.00
In-Mate Supervisor	3.00	3.00	3.00	(1.00)	2.00	2.00
Maintenance Technician	7.00	8.00	8.00	4.00	12.00	12.00
R-O-W Mgmt. Superintendent	1.00	1.00	1.00	-	1.00	1.00
Service Worker	2.00	2.00	2.00	-	2.00	2.00
Sr. Maintenance Technician	1.00	-	-	-	-	-
R-O-W Management Supervisor	2.00	2.00	2.00	-	2.00	2.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>30.00</b>	<b>30.00</b>	<b>30.00</b>	<b>5.00</b>	<b>35.00</b>	<b>35.00</b>

The major variances for the FY 2014 Right-Of-Way Management budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Personnel costs associated with an efficiency reorganization within the Division of Operations aimed at moving personnel and resources to meet current and future service demands. An increase of \$227,096 is due to the net transfer of 4 positions from Transportation Maintenance and 1 new Maintenance Technician position, for a total of 5 positions. The additional personnel will be used to create a landscape maintenance crew needed for added right-of-way maintenance such as Mahan Drive. The cost of the Maintenance Technician will be offset by an overall cost savings estimated at \$27,860 in the Division of Operations from the reorganization.
3. Repair and Maintenance costs in the amount of \$17,000 associated with continued operational costs for the Killearn Lakes Plantation CIP (\$10,000) and the Community Safety & Mobility CIP (\$7,000).
4. Operating Costs associated with the efficiency reorganization and transfer of personnel to Right-Of-Way Management in the amount of \$32,386.
5. Transportation costs in the amount of \$37,575 associated with vehicle insurance, repairs, and fuel due to the re-alignment of vehicles in conjunction with the Operation's Division efficiency reorganization.
6. Capital costs associated with the personnel reorganization within the Operations Division in the amount of \$37,334 for the purchase of mowers and small equipment for a maintenance crew. These one time costs will be offset by buy back savings from grading equipment no longer needed due to the elimination of a road maintenance crew in Transportation Maintenance.

**Decreases to Program Funding:**

1. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$447.
2. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$48,094.

**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"> <li>1. Maintaining and retrofitting open and enclosed County owned drainage systems providing for water quality and rate control.</li> <li>2. Protect citizens against personal injury and private property loss, as well as Leon County from financial loss associated with stormwater runoff.</li> <li>3. Provides silt removal from open ditches and enclosed stormwater pipe maintenance (mechanically and by hand labor).</li> <li>4. Sod, hydromulch, seed and hay shoulders, front slopes, back slopes and ditches to prevent erosion.</li> <li>5. Responds to service requests from citizens and internal customers.</li> <li>6. Construction and repair of concrete structures (i.e. concrete ditch block, concrete ditch pavement, inlets, curbs, and head walls).</li> <li>7. Conduct routine maintenance such as mowing, tree trimming, and fence repair on stormwater ponds and conveyances.</li> <li>8. Remove silt from ponds and replace stormwater pond filter systems to ensure proper treatment of stormwater.</li> <li>9. Repair and stabilize stormwater ponds and conveyances to prevent erosion and future damage to the facility.</li> <li>10. Conduct inspections of stormwater ponds and conveyance systems to ensure compliance with environmental permits.</li> </ol>
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 Actual Production MH/Unit	Benchmark (FDOT 4 Year Average Production)
Q2,EN1	Cleaning of Drainage Pipes (Mechanical)	0.170 man hrs/ linear ft.	0.122 man hrs/ linear ft.
Q2,EN1	Cleaning and Reshaping Roadside Ditches	0.060 man hrs/ linear ft.	0.090 man hrs/ linear ft.

Source: Florida Department of Transportation

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

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
G1	Complete 90% of work order requests within six weeks	83%	92%	94%	90%
Q2,EN1	Clean and reshape 150,000 feet/year of roadside ditches annually <sup>1</sup>	205,384	188,503	150,000	150,000
Q2,EN1	Sod 8 miles of ditches annually <sup>1</sup>	8.7	10.3	8	8
Q2,EN1	Clean 19,000 feet of drainage pipes annually	22,213	27,422	19,000	19,000
Q2,EN1	% of ponds and associated conveyances mowed two times annually per County Operating Permit requirements <sup>1</sup>	95%	99%	90%	90%
Q2,EN1	% of County conveyance systems, not associated with County Operating Permits, mowed one time annually	29%	32%	50%	50%

1. The reduction in FY13 and FY14 estimate is due to elimination of one of the division's three excavator crews in FY12. Each crew performs approximately 75,000 linear feet of ditch cleaning annually most of which requires sod replacement.

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

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	1,617,489	1,821,969	1,863,976	194,213	2,058,189	2,062,786
Operating	391,237	350,424	306,527	25,215	331,742	331,742
Transportation	356,340	548,609	435,997	2,322	438,319	438,319
<b>Total Budgetary Costs</b>	<b>2,365,066</b>	<b>2,721,002</b>	<b>2,606,500</b>	<b>221,750</b>	<b>2,828,250</b>	<b>2,832,847</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
123 Stormwater Utility	2,365,066	2,721,002	2,606,500	221,750	2,828,250	2,832,847
<b>Total Revenues</b>	<b>2,365,066</b>	<b>2,721,002</b>	<b>2,606,500</b>	<b>221,750</b>	<b>2,828,250</b>	<b>2,832,847</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Crew Chief I	1.00	1.00	1.00	1.00	2.00	2.00
Crew Chief II	6.00	5.00	5.00	-	5.00	5.00
Equipment Operator	10.00	10.00	10.00	(1.00)	9.00	9.00
Heavy Equipment Operator	1.00	2.00	2.00	(1.00)	1.00	1.00
In-Mate Supervisor	3.00	3.00	3.00	1.00	4.00	4.00
Maint. & Const. Supervisor	2.00	2.00	2.00	-	2.00	2.00
Maintenance Repair Technician	-	-	-	2.00	2.00	2.00
Maintenance Technician	9.00	9.00	9.00	4.00	13.00	13.00
Service Worker	2.00	2.00	2.00	(2.00)	-	-
Stormwater Superintendent	1.00	1.00	1.00	-	1.00	1.00
Work Control Coordinator	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>37.00</b>	<b>37.00</b>	<b>37.00</b>	<b>4.00</b>	<b>41.00</b>	<b>41.00</b>

The major variances for the FY 2014 Stormwater Maintenance budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Personnel costs associated with an efficiency reorganization within the Division of Operations aimed at moving personnel and resources to meet current and future service demands. An increase of \$194,213 is due to the net transfer of 4 positions from Transportation Road Maintenance to create a fully equipped mowing crew. An overall cost savings estimated at \$27,860 in the Division of Operations will be realized from the reorganization.
2. Operating Costs associated with the efficiency reorganization and transfer of personnel to Stormwater Maintenance in the amount of \$25,215.
3. Transportation costs in the amount of \$2,322 associated with vehicle insurance, repairs, and fuel due to the re-alignment of vehicles in conjunction with the Operation's Division efficiency reorganization.
4. Communication costs in the amount of \$200.

**Decreases to Program Funding:**

1. Transportation Costs associated with vehicle insurance, repairs, and fuel in the amount of \$112,612.
2. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$2,237.

**Operations – Mosquito Control (001-216-562/125-214-562)**

<b>Goal</b>	The goal of the Public Works, Division of Operations Mosquito Control Program is to train and empower its employees to provide Leon County residents and visitors with effective and environmentally sound mosquito control services. Services and educational programs are provided to protect public health and reduce human discomfort associated with large mosquito populations.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Conduct fog truck spraying services during the early evening hours to target active mosquitoes.</li> <li>2. Provide hand-fogging service to control daytime mosquitoes which cannot be controlled using night time truck spraying.</li> <li>3. Provide inspections of citizens’ properties, provide educational literature, and make practical recommendations to the residents.</li> <li>4. Conduct inspections of ponds and pools to determine if they are suitable for introduction of mosquitofish.</li> <li>5. Provide outreach through the Community Education program by conducting educational presentations to schools, civic organizations, homeowner associations, or other groups interested in learning more about mosquitoes and mosquito control.</li> <li>6. Inspect wetlands, ponds, ditches, or other areas that may harbor larval mosquitoes and treat small and medium-sized areas immediately with appropriate control materials. For larger areas, an aerial application is scheduled.</li> <li>7. Conduct aerial larviciding in cooperation with the Leon County Sheriff’s Office Aviation Unit. The Division provides the application and navigation equipment, control materials, and support staff. The Leon County Sheriff’s Office provides the helicopter, pilot, and aviation support services.</li> <li>8. Map all mosquito control surveillance and requests to identify mosquito activity clusters that may require additional efforts.</li> <li>9. Monitor for mosquito-borne diseases using sentinel chicken flocks. Collect blood samples and send to the Florida Department of Health for testing.</li> <li>10. Collect discarded tires from neighborhoods and dispose of through Leon County Solid Waste Management Division.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes, Chapter 388 and Florida Administrative Code, Chapter 5E-13; Generic Permit, DEP Document 62-621.300(8)(e), Florida Administrative Code (F.A.C.)
<b>Advisory Board</b>	None

**Benchmarking**

The Division of Operations is currently researching benchmarking criteria for mosquito control programs throughout the state. However, due to the diverse nature of mosquito control programs as it pertains to funding levels, mosquito species and control methods employed, the Division is having difficulty obtaining benchmarking criteria. The Division will continue in FY 2014 to research appropriate criteria.

**Performance Measures**

<b>Priorities</b>	<b>Performance Measures</b>	<b>FY 2011 Actuals</b>	<b>FY 2012 Actuals</b>	<b>FY 2013 Estimate</b>	<b>*FY 2014 Estimate</b>
Q2,G1	% of mosquito larva requests responded to in two days	76%	68%	85%	75%
Q2,G1	% of adult mosquito spraying requests responded to in two days	77%	43%	85%	75%
Q2,G1	% of domestic mosquito requests responded to in two days	73%	60%	85%	75%

\*Response times vary and are typically dependent on seasonality and weather conditions. The FY14 estimates are being adjusted downward to reflect increased demands from citizens while resources have remained level.

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

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	-	323,382	325,843	-	325,843	328,535
Operating	-	196,327	196,357	-	196,357	196,357
Transportation	-	57,358	53,676	-	53,676	53,676
<b>Total Budgetary Costs</b>	<b>-</b>	<b>577,067</b>	<b>575,876</b>	<b>-</b>	<b>575,876</b>	<b>578,568</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	-	577,067	575,876	-	575,876	578,568
<b>Total Revenues</b>	<b>-</b>	<b>577,067</b>	<b>575,876</b>	<b>-</b>	<b>575,876</b>	<b>578,568</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Mosquito Control Technician	2.00	2.00	2.00	-	2.00	2.00
Sr Mosquito Control Technician	1.00	1.00	1.00	-	1.00	1.00
Mosquito Control Supervisor	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>5.00</b>
<b>OPS Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
MC Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

The major variances for the FY 2014 Mosquito Control budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.

**Decreases to Program Funding:**

2. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$3,682.

**Operations - Mosquito Control (122-216-562)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	315,310	-	-	-	-	-
Operating	168,439	-	-	-	-	-
Transportation	54,585	-	-	-	-	-
Capital Outlay	3,872	-	-	-	-	-
<b>Total Budgetary Costs</b>	<b>542,206</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
122 Mosquito Control	542,206	-	-	-	-	-
<b>Total Revenues</b>	<b>542,206</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Note: The Mosquito Control program was moved from fund 122 to the general fund (001) in FY 2013, accounting for zero budget in FY13 and the out years and a lack of history on the preceding page.

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

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	-	18,500	18,500	-	18,500	18,500
Capital Outlay	-	-	10,957	-	10,957	10,957
Total Budgetary Costs	-	18,500	29,457	-	29,457	29,457
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
125 Grants	-	18,500	29,457	-	29,457	29,457
Total Revenues	-	18,500	29,457	-	29,457	29,457

Expenditures related to FY 2014 grant funding for the Mosquito Control program were increased to \$29,457 due to additional funding received during the state budgeting process.

**Operations - Mosquito Control Grant (122-214-562)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	36,835	-	-	-	-	-
Capital Outlay	10,480	-	-	-	-	-
Total Budgetary Costs	47,315	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
122 Mosquito Control	47,315	-	-	-	-	-
Total Revenues	47,315	-	-	-	-	-

Note: This grant was moved from fund 122 to the regular grant fund (125) in FY 2013, accounting for zero budget in FY13 and the out years and a lack of history on the preceding page.

**Engineering Services Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	2,462,532	2,360,724	2,471,390	-	2,471,390	2,469,960
Operating	214,259	462,103	463,344	-	463,344	498,344
Transportation	42,500	59,812	52,980	-	52,980	52,980
<b>Total Budgetary Costs</b>	<b>2,719,291</b>	<b>2,882,639</b>	<b>2,987,714</b>	<b>-</b>	<b>2,987,714</b>	<b>3,021,284</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Engineering Services (106-414-541)	2,706,791	2,882,639	2,987,714	-	2,987,714	3,021,284
Water Quality & TMDL Monitoring (123-726-537)	12,500	-	-	-	-	-
<b>Total Budget</b>	<b>2,719,291</b>	<b>2,882,639</b>	<b>2,987,714</b>	<b>-</b>	<b>2,987,714</b>	<b>3,021,284</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
106 Transportation Trust	2,706,791	2,882,639	2,987,714	-	2,987,714	3,021,284
123 Stormwater Utility	12,500	-	-	-	-	-
<b>Total Revenues</b>	<b>2,719,291</b>	<b>2,882,639</b>	<b>2,987,714</b>	<b>-</b>	<b>2,987,714</b>	<b>3,021,284</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Engineering Services	34.00	32.00	32.00	-	32.00	32.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>34.00</b>	<b>32.00</b>	<b>32.00</b>	<b>-</b>	<b>32.00</b>	<b>32.00</b>

**Engineering Services – Engineering Service (106-414-541)**

<p>Goal</p>	<p>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.</p>
<p>Core Objectives</p>	<ol style="list-style-type: none"> <li>1. In-house design using County staff and resources to design projects for construction, either for Capital Improvement Projects or for smaller identified projects; engineering support for Operations Division activities such as maintenance of existing facilities and repairs or construction of infrastructure. Also, evaluates, performs design reviews, inspections, 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 agenda to present plat and associated agreements to the Board of County Commissioners.</li> <li>2. Representation of the County at meetings of County interests, such as utility coordination, construction coordination, sidewalk and pedestrian infrastructure coordination. Also, responsible for Interagency Coordination including: representing Leon County's Stormwater interests with BluePrint 2000 Program administration and capital project implementation, participating in the annual review of tax deeds, representing Leon County Public Works with citizen committees (Science Advisory &amp; Water Resources Committees), coordinating with state, federal, and local agencies regarding water resource priorities and public health concerns, and providing technical support for permitting and litigation actions.</li> <li>3. Responds to requests from other departments/divisions for delineation of county property and easements, which also includes: preparing and/or reviewing legal descriptions, sketches, and maps for the acquisition or disposition of property; easements, or other real estate interest. In addition, the preparation and/or review of legal descriptions, sketches and maps for the County Attorney's Office and other departments; responding to the Board for information regarding land ownership issues; and, assists with the new County-owned property inventory list.</li> <li>4. Responsible for the administration of the Stormwater Utility Program, the Water Quality Monitoring/Total Maximum Daily Load (TMDL) Program and implementation of the National Pollutant Discharge Elimination Systems (NPDES) standards for public drainage systems.</li> <li>5. Responsible for Infrastructure Operations including: review of drainage complaints with field staff; responding to citizens, administration, and commission staff; developing operational corrections or scope of required capital project to address complaints, and identification of problem areas.</li> <li>6. Provides support to the Development Review Division of Development Support &amp; Environmental Management, including; review of drainage and treatment designs for public subdivisions, recommends plan modifications to comply with maintenance requirements, identification of drainage problem areas potentially affected by design, coordination with Stormwater Maintenance staff when standards cannot be achieved, and representing Leon County Public Works in review of regional development plans.</li> <li>7. Responsible for Capital Project Development which includes: identifying planning needs to define project scope to correct flooding or water quality concerns, preparation of grant applications to support capital projects, and providing technical assistance to design staff regarding wetland and water resource protection or restoration, public outreach and coordination.</li> <li>8. Provides significant public support in response to citizen requests for roadway and traffic issues including, but not limited to; speed studies, stop sign evaluations, stripping, warning or advisory sign placement or safety markings and administering the traffic calming program.</li> <li>9. 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.</li> </ol>
<p>Statutory Responsibilities</p>	<p>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</p>

**Engineering Services – Engineering Service (106-414-541)**

	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 2000 Technical Coordinating Committee, Parks & Recreation Advisory Team, Community Traffic Safety Team, Bicycle/Pedestrian Advisory Committee, Capital Region Transportation Planning Agency Technical Coordinating Committee.

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
G1	Manage staff so that not less than 40% of staff time is spent on Capital Improvement Project activities	39%	38%	40%	40%
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 to an average of 6 days or less <sup>1</sup>	1	NA	2	4

Notes:

1. No plats were submitted during fiscal year 2012.

**Engineering Services - Engineering Services (106-414-541)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	2,462,532	2,360,724	2,471,390	-	2,471,390	2,469,960
Operating	201,759	462,103	463,344	-	463,344	498,344
Transportation	42,500	59,812	52,980	-	52,980	52,980
<b>Total Budgetary Costs</b>	<b>2,706,791</b>	<b>2,882,639</b>	<b>2,987,714</b>	<b>-</b>	<b>2,987,714</b>	<b>3,021,284</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
106 Transportation Trust	2,706,791	2,882,639	2,987,714	-	2,987,714	3,021,284
<b>Total Revenues</b>	<b>2,706,791</b>	<b>2,882,639</b>	<b>2,987,714</b>	<b>-</b>	<b>2,987,714</b>	<b>3,021,284</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate IV	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	2.00	1.00	1.00	-	1.00	1.00
CAD Technician	4.00	4.00	4.00	-	4.00	4.00
Chief of Construction Mgmt.	1.00	1.00	1.00	-	1.00	1.00
Chief of Engineering Design	1.00	1.00	1.00	-	1.00	1.00
Chief of R-O-W- & Survey	1.00	1.00	1.00	-	1.00	1.00
Construction Inspector	3.00	3.00	3.00	-	3.00	3.00
Dir of Engineering Services	1.00	1.00	1.00	-	1.00	1.00
Right-of-Way Agent	1.00	-	-	-	-	-
Sr Design Engineer	3.00	3.00	3.00	-	3.00	3.00
Sr. Construction Inspector	2.00	2.00	2.00	-	2.00	2.00
Survey Party Chief	1.00	1.00	1.00	-	1.00	1.00
Survey Technician I	1.00	1.00	1.00	-	1.00	1.00
Survey Technician II	1.00	1.00	1.00	-	1.00	1.00
Water Resource Scientist	1.00	1.00	1.00	-	1.00	1.00
Chief of Eng. Coordination	1.00	1.00	1.00	-	1.00	1.00
Stormwater Management Coordinator	1.00	1.00	1.00	-	1.00	1.00
Design Analyst	2.00	2.00	2.00	-	2.00	2.00
Construction Inspector Aide	2.00	2.00	2.00	-	2.00	2.00
Water Resource Limnologist	1.00	1.00	1.00	-	1.00	1.00
Water Resource Specialist	1.00	1.00	1.00	-	1.00	1.00
Sr. Engineering Design Specialist	2.00	2.00	2.00	-	2.00	2.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>34.00</b>	<b>32.00</b>	<b>32.00</b>	<b>-</b>	<b>32.00</b>	<b>32.00</b>

The major variances for the FY 2014 Engineering Services budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Communication costs in the amount of \$1,241.

**Decreases to Program Funding:**

1. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$5,832.

**Engineering Services - Water Quality & TMDL Monitoring (123-726-537)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	12,500	-	-	-	-	-
Total Budgetary Costs	12,500	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
123 Stormwater Utility	12,500	-	-	-	-	-
Total Revenues	12,500	-	-	-	-	-

The contract with the University of South Florida Mapping Inventory Center, with costs shared by the County and City, was discontinued. Water quality funding is allocated within the Engineering Services Division budget.

**Fleet Maintenance (505-425-591)**

<b>Goal</b>	The goal of the Department of Public Works Fleet Maintenance is to provide the best quality maintenance and repair at the most economical cost to taxpayers of Leon County.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Repair and maintain more than 616 vehicles and equipment for the Board of County Commissioners and all Constitutional Offices excluding the Sheriff's Office.</li> <li>2. Perform preventative maintenance services on light, heavy, and miscellaneous equipment.</li> <li>3. Procure parts and supplies needed for repairs.</li> <li>4. Provide road and field service repairs on stationary equipment and disabled vehicles.</li> <li>5. Repair and maintain computerized Mosquito Control fogging units.</li> <li>6. Coordinate tire repairs for field service vehicles and normal replacement due to wear and/or damage.</li> <li>7. Procure, store and distribute more than 460,000 gallons of fuel and more than 3,900 gallons of motor oil annually for Board, Constitutional Offices, and Florida Department of Law Enforcement vehicles.</li> <li>8. Provide total in house management of fuel reporting system.</li> <li>9. Coordinate collision repairs as well as vandalism, theft and wrecker service.</li> <li>10. Develop, implement, and maintain six annual vehicle/equipment Capital Improvement Programs according to County Green Fleet Policy.</li> <li>11. Implement and maintain total cost concept buying on heavy equipment.</li> <li>12. Coordinate, maintain, and repair Emergency Medical Services fleet including all ambulances.</li> </ol>
<b>Statutory Responsibilities</b>	<p>Code of Federal Regulations (CFR) Chapter 40, Part 279 "Used Oil and Filters"</p> <p>F.S. Chapter 316.2935 "Air Pollution Control Equipment; Tampering Prohibited; Penalty"</p> <p>F.S. Chapter 316.2937 "Motor Vehicle Emission Standards"</p> <p>F.S. Chapter 403.717 "Environmental Control – Waste Tire and Lead-Acid Battery Requirements"</p> <p>F.S. Chapter 403.751 and 403.760 "Environmental Control – Resource Recovery and Management"</p> <p>Florida Department of State Rules 62-710 "Used Oil Management" and 62-711 "Waste Tire Rule"</p>
<b>Advisory Board</b>	None

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G1	Hourly Shop Rate	\$78.00	\$89.37
G1	Mechanic productivity (based on 2,080 hrs annually)	75%	66% to 72%

Benchmark Sources: Based on March 2012 survey of local dealerships: All American Ford \$95.00; Champion Chevrolet \$91.35; Ring Power \$86.00; and Flint Equipment \$87.00; University Sales \$87.50. Productivity rate based on data from Flint Equipment and Ring Power.

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
G1	# of chargeable hours <sup>1</sup>	5,490	4,445	7,510	6,000
G1	# of preventative maintenance services performed	1,094	1,057	1,000	1,000
EN4	# of alternative fuel vehicles purchased <sup>2</sup>	n/a	20	13	3
EN4	# of average miles per gallon	n/a	25.66	27.00	28.00

1. A series of long term vacancies caused a significant reduction in chargeable hours in FY12.

2. The decreasing estimates for the number of alternative fuel vehicles purchased are due to changes in the vehicle replacement schedule and fewer opportunities to replace current fleet vehicles with alternative options.

**Fleet Maintenance (505-425-591)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	556,112	581,853	554,634	-	554,634	555,543
Operating	2,220,592	2,857,183	2,637,342	-	2,637,342	2,683,381
Transportation	10,676	21,620	18,556	-	18,556	18,556
Total Budgetary Costs	<u>2,787,380</u>	<u>3,460,656</u>	<u>3,210,532</u>	<u>-</u>	<u>3,210,532</u>	<u>3,257,480</u>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
505 Motor Pool	2,787,380	3,460,656	3,210,532	-	3,210,532	3,257,480
Total Revenues	<u>2,787,380</u>	<u>3,460,656</u>	<u>3,210,532</u>	<u>-</u>	<u>3,210,532</u>	<u>3,257,480</u>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Director of Fleet Management	1.00	1.00	1.00	-	1.00	1.00
Equipment Mechanic II	2.00	2.00	2.00	-	2.00	2.00
Equipment Mechanic III	3.00	3.00	3.00	-	3.00	3.00
Fleet Analyst	1.00	1.00	1.00	-	1.00	1.00
Shop Supervisor	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalent (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 2014 Fleet Management budget are as follows:

Increases to Program Funding:

1. Communication costs in the amount of \$95.

Decreases to Program Funding:

1. Costs associated with position changes. These decreases are offset in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Costs associated with a decrease in fuel, oil, and maintenance supplies, which are offset by departmental, constitutional, and agencies billings, in the amount of \$219,426.
3. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$3,064.
4. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$510.

**Parks and Recreational Services (140-436-572)**

<b>Goal</b>	The goal of the division of Public Works Parks & Recreation Services is to provide for the safety, comfort, and convenience of the public by creating, maintaining, and managing infrastructure and programs supporting recreation, parks and open space. This is accomplished through cost effective, environmentally sensitive and aesthetically pleasing products and efficient services.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Responsible for the development, preservation and management of functional, safe and aesthetically pleasing parks and recreation facilities across Leon County for its citizens and visitors.</li> <li>2. Responsible for the maintenance of all county park facilities, including: ball fields, boat landings, nature trails, greenways, and open spaces.</li> <li>3. Provides passive recreation activities through access to fishing, camping, picnicking, and nature trails.</li> <li>4. Develops and maintains active recreation facilities, including: ball fields, tennis, and basketball courts.</li> <li>5. Facilitates the organization, promotion, and implementation of recreation programs and activities through community based recreation providers.</li> <li>6. Pursues outside funding for facilities and services through grants, partnerships, and other programs to complement existing budgets.</li> <li>7. Operate six multi-purpose community centers.</li> <li>8. Prepare facilities and fields for state and local tournaments.</li> </ol>
<b>Statutory Responsibilities</b>	Leon County Code of Laws, Chapter 13 "Parks and Recreation" *Leon County Code of Laws 92 - 12 *Leon County Comprehensive Plan, Section V "Parks and Recreation"
<b>Advisory Board</b>	None

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
Q1	Total Park Acres per 1,000 Population	12.82	12.78

Benchmark Sources: International City/County Management Association (ICMA) Comparative Performance Measurement Report 2012.

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
Q1	# of acres of invasive exotic plants removed from greenways /open spaces <sup>1</sup>	1,143	237	800	1,000
Q1,EN2, EC4	# of greenway acres maintained <sup>2</sup>	2,892	2,675	2,675	2,852
Q1	# of youths participating in sport activities <sup>3</sup>	3,004	2,540	3,000	3,000

- Notes:
1. Due to dry weather conditions in FY12 during the typical burn season, staff was unable to utilize prescribed fire as a tool for invasive exotic plant removal resulting in lower actuals.
  2. This number reflects parcels that are solely considered Greenways and not a mix of Greenways and passive park lands. Parcels included in the performance measure include: Eight Mile Pond, Fallschase Greenway, Fred George Greenway, St. Marks Headwater Greenways, Goose Creek Conservation Area, Goose Creek/Alford Connector, JR Alford Greenway, JR Alford Greenway Extension, and Miccosukee Greenway. The JR Alford Extension is expected to be transferred from Blueprint 2000 to the County in FY14, accounting for the increase in the estimate.
  3. Lower participation in FY12 was due to a decrease of Little League baseball, staff will continue to work with sports providers to ensure participation numbers remain consistent.

**Parks and Recreation Services (140-436-572)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	1,163,031	1,336,016	1,372,864	-	1,372,864	1,376,560
Operating	753,269	854,447	813,077	20,963	834,040	895,517
Transportation	158,119	217,516	190,346	-	190,346	190,346
Capital Outlay	45,120	40,000	40,000	-	40,000	40,000
Grants-in-Aid	-	-	144,000	35,000	179,000	179,000
<b>Total Budgetary Costs</b>	<b>2,119,539</b>	<b>2,447,979</b>	<b>2,560,287</b>	<b>55,963</b>	<b>2,616,250</b>	<b>2,681,423</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
140 Municipal Service	2,119,539	2,447,979	2,560,287	55,963	2,616,250	2,681,423
<b>Total Revenues</b>	<b>2,119,539</b>	<b>2,447,979</b>	<b>2,560,287</b>	<b>55,963</b>	<b>2,616,250</b>	<b>2,681,423</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate IV	1.00	1.00	1.00	-	1.00	1.00
Crew Chief I	-	1.00	1.00	-	1.00	1.00
Crew Chief II	1.00	1.00	1.00	-	1.00	1.00
In-Mate Supervisor	2.00	2.00	2.00	-	2.00	2.00
Park Attendant	13.00	14.00	14.00	-	14.00	14.00
Park Facilities Technician	2.00	2.00	2.00	-	2.00	2.00
Parks & Recreation Director	1.00	1.00	1.00	-	1.00	1.00
Parks Supervisor	2.00	1.00	1.00	-	1.00	1.00
Supv of Greenways & Open Spaces	1.00	1.00	1.00	-	1.00	1.00
Community Center Attendant	3.00	2.00	2.00	-	2.00	2.00
Irrigation Technician	-	1.00	1.00	-	1.00	1.00
Parks & Community Centers Supervisor	-	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>26.00</b>	<b>28.00</b>	<b>28.00</b>	<b>-</b>	<b>28.00</b>	<b>28.00</b>

The major variances for the FY 2014 Parks and Recreation budget are as follows:

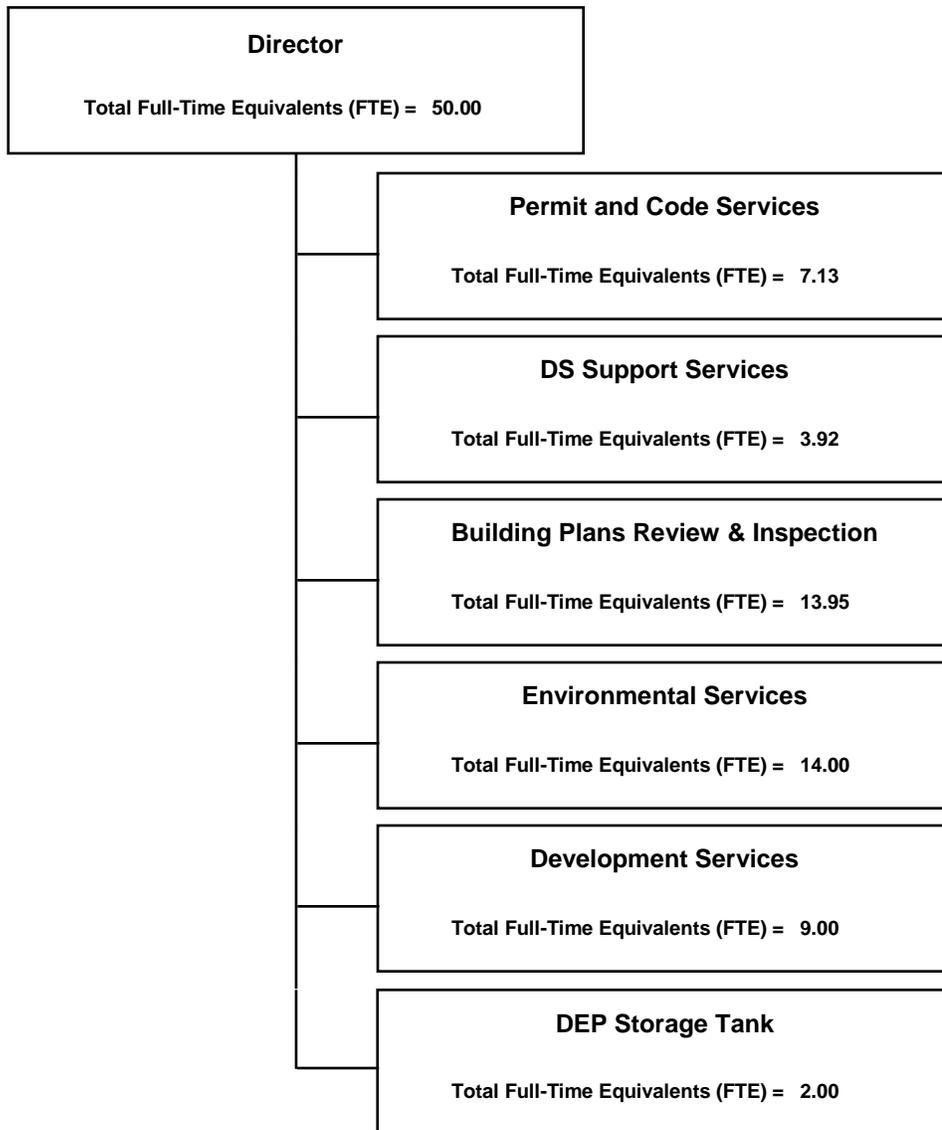
**Increases to Program Funding:**

- Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
- Repair and Maintenance costs associated with the installation and upkeep of memorials on County owned property in the amount of \$3,800. All expenditures will be offset by the donations received by the County for the memorial as approved by the Board on May 28, 2013.
- Contracts or other obligations for continuity of services in the amount of \$20,963 including:
  - Utility (\$6,000), Contractual (\$1,500), Operating Supplies (\$1,453), and Road Materials & Supplies (\$850) costs associated with the Fred George Park CIP.
  - Contractual (\$2,000), Operating Supplies (\$5,810), and Road Materials & Supplies (\$3,350) costs associated with the Miccosukee Park CIP.
- Costs associated with the realignment of the contracted Senior Outreach program from the Office of Human Services & Community Partnerships in the amount of \$144,000. An additional \$35,000 in Senior Outreach program funding was approved by the Board during the July 8, 2013 budget workshop.

**Decreases to Program Funding:**

- Efficiency savings created from combining mowing contracts with other County departments in the amount of \$40,000.
- Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$27,170

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## **Executive Summary**

The Department of Development Support and Environmental Management (DSEM) section of the Leon County FY 2014 Annual Budget is comprised of Permit & Code Services, Support Services, Building Plans Review & Inspection, Environmental Services, Development Services, and Department of Environmental Protection Storage Tank Program.

Permit & Code Services coordinates and administers licensing code compliance, permit intake and processing services, and citizen review board services. Support Services provides the administrative direction and coordination necessary to serve the public, governmental entities, and the development and environmental communities. Building Plans Review & Inspection ensures compliance with appropriate construction codes through building permit review, issuance, and inspections. Development Services ensures that all land development proposals are approved consistent with adopted 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 Florida Department of Environmental Protection Storage Tank Contract.

As part of the Leon LEADS Strategic Planning process, a DSEM Business Plan was revised to communicate the continued alignment of the Board's strategic priorities and identified strategic 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 will serve as a gauge to assist the department in measuring outcomes of the plan.

### **HIGHLIGHTS**

#### **Development Services:**

Division staff continued to refine the Two-Track Review Process and the Project Dox digital application submittal software since its inception in 2012. As a result of these refinements, staff has observed a nearly 50% reduction in review times, a significant reduction in paper submittals, and ultimately, cost savings for applicants.

In conjunction with the Geographic Information Systems (GIS) Division, staff initiated the development of a new, geo-referenced database for addressing and street naming purposes. This new database is intended to provide more accurate and precise locations of buildings and structures.

#### **Environmental Services:**

Division staff assisted PLACE with Comprehensive Plan changes to the significant slope regulations applicable in the Urban Services Area, and drafted significant slope regulation amendments to the Land Development Code proposed for Board adoption in September 2013. In June, staff provided a workshop presentation to the Board on the effects of stormwater holding ponds on the County's lakes.

Staff continued to protect the community's natural features by reviewing and approving 45 Natural Features Inventories, 99 site plans, 26 stormwater management facility (SWMF) operating permits, 400 single-family permits, 206 SWMF operating permit renewals, 70 environmental permits and also provided customer service to over 1,600 clients and by performing more than 7,000 environmental inspections.

#### **Building Plans Review and Inspection:**

During the past fiscal year, the Division implemented the Board-approved initiative that waived application review and building permit fees for all military veterans with a 100% service connected disability. This includes permitting for new single-family dwellings, as well as additions and alterations to existing single-family dwellings.

Division staff initiated the expansion of the Project Dox digital application submittal software to building permit applications. It is anticipated once fully implemented this initiative will result in significant efficiencies in the building plans review and approval process.

#### **Permit and Code Services:**

Implemented the Abandoned Property Registration (APR) Ordinance approved by the Board on March 12, 2013. The Ordinance establishes a registration program to protect neighborhoods from becoming blighted through distressed and/or abandoned properties subject to mortgages that are in default. To date, 178 properties have been registered within unincorporated Leon County.

Over the past year, Division staff provided exceptional customer service by assisting 10,607 walk-in customers, in-taking and processing 2,930 applications, investigating 2,654 code compliance inquiries, and responding to 27,895 telephone calls.

# 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**

**Economy**

- Support business expansion and job creation, including: the implementation of the Leon County 2012 Job Creation Action Plan, to include evaluating the small business credit program. (EC2) 2012
- Focus resources to assist local veterans, especially those returning from tours of duty, in employment and job training opportunities through the efforts of County government and local partners. (EC5) 2012

**Quality of Life**

- Enhance and support amenities that provide social offerings for residents and visitors of all ages. (Q4) rev. 2013
- Support the preservation of strong neighborhoods through appropriate community planning, land use regulations, and high quality provision of services. (Q6) 2012

**Environment**

- Protect our water supply, conserve environmentally sensitive lands, safeguard the health of our natural ecosystems, and protect our water quality, including the Floridian Aquifer, from local and upstream pollution. (EN1) rev. 2013
- Promote orderly growth which protects our environment, preserves our charm, maximizes public investment, and stimulates better and more sustainable economic returns. (EN2) 2012
- Educate citizens and partner with community organizations to promote sustainable practices. (EN3) 2012
- Reduce our carbon footprint, realize energy efficiencies, and be a catalyst for renewable energy, including: solar. (EN4) 2012

**Governance**

- Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (G2) 2012

**Strategic Initiatives**

October 1, 2011 – December 30, 2013

1. Implement strategies that encourage highest quality sustainable development, business expansion and redevelopment opportunities including: consider policy to continue suspension of fees for environmental permit extensions (EC2)	Completed 6/2012
2. Implement Department of Development & Support Environmental Management Project Manager (EC2, G2)	Ongoing
3. Implement Department of Development & Support Environmental Management dual track review and approval process (EC2, G2)	Ongoing
4. Waive building permit fees for disabled veterans (EC5)	Completed 6/2012
5. Implement strategies that protect the environment and promote orderly growth, including: develop Countywide Minimum Environmental Standards (EN1, EN2)	Completed 5/2012
6. Implement strategies that protect the environment and promote orderly growth, including: develop minimal natural area and habitat management plan guidelines (EN1, EN2)	Completed 5/2012
7. Implement strategies that protect the environment and promote orderly growth, including: integrate low impact development practices into development review process (EN1, EN2)	9/2013
8. Implement strategies to protect natural beauty and environment including,: integrate 100-year flood plan data in GIS (EN1, EN2)	9/2012
9. Provide Greenspace Reservation Area Credit Exchange (GRACE) (EN1, EN3)	Ongoing
10. Implement fertilizer ordinance (EN1)	Ongoing
11. Implement strategies that support amenities which provide social offerings, including: develop unified special event permit process (Q4, G2)	Completed 8/2012

## Development Support & Environmental Management

	12. Implement strategies that support amenities which provide social offerings, including: develop unified special event permit process (Q4, G2)	Completed 8/2012
	13. Implement strategies that promote home ownership and safe housing, including: consider property registration for abandoned real property. (Q6)	Completed 3/2013
	14. Implement strategies to further utilize electronic processes which gain efficiencies or enhance services, including: develop process by which public may electronically file legal documents related to development review and permitting (G2)	Completed 5/2012
	15. Implement strategies to further utilize electronic processes which gain efficiencies or enhance services, including: investigate expanding internet-based building permitting services to allow additional classifications of contractors to apply for and receive county permits via the internet. (EN4, G2)	Ongoing
	16. Investigate the feasibility of providing after hours and weekend building inspections for certain types of construction projects. (G2)	Completed 4/2013
	17. Develop examples of acceptable standard solutions to expedite environmental permitting for new construction. (EN1, EN2, G2)	Completed 9/2012
Actions	1. Enact the legislative mandate to suspend fees for environmental permit extensions through December 31, 2012, to assist homeowners and developers during the economic downturn. (EC2)	Environmental Services
	2. Implement the Project Manager concept for site and development plan applications and explore opportunities to expand the concept to enhance other application review processes. (EC2)	Development Services
	3. Continue monitoring the implementation of the dual track review and approval process to ensure efficiency and to track trends in the preferred approval process. (EC2)	Development Services
	4. Currently waiving building, environmental, and development services permit review fees for honorably discharged veterans with a 100% service connected disability as approved by an ordinance on June 27, 2012. (EC5)	Building Plans Review & Inspection
	5. Implement the Board-adopted Countywide Minimum Environmental Standards to protect the environment and promote consistent orderly growth. (EN1)	Environmental Services
	6. Develop minimum natural area and habitat management plan guidelines and integrating low impact development practices into the development review process. (EN1)	Environmental Services
	7. Promote low impact development practices in the development review process in order to encourage orderly growth and protect the environment. (EN3)	Environmental Services
	8. Integrate 100-year flood plan data in GIS to educate and inform property owners of areas prone to potential flooding. (EN2)	Environmental Services
	9. Develop acceptable standard solutions to expedite environmental permitting for additions to existing single family homes. (EN1)	Environmental Services
	10. Encourage the utilization of the County's Greenspace Reservation Area Credit Exchange (GRACE) program through the pre-application and site plan review processes. (EN2)	Environmental Services
	11. Develop strategy to implement the fertilizer ordinance to minimize nutrients in groundwater and downstream surface waters. (EN1)	Environmental Services
	12. Implement the unified temporary use/special event permit application, providing for a simple and efficient application process. (Q4)	Development Services
	13. Research the development of an Ordinance to require property registration for abandoned real property to promote safe housing and protect property values. (Q6)	Permit & Code Services
	14. Implement and promote the electronic recordation of legal documents with the Clerk of the Courts Office to expedite the permitting process and save customers time and money. (G2)	Building Plans Review and Inspection
	15. Researching the possibility of expanding internet-based building permitting services to allow additional classifications of contractors to apply for and receive permits online. (EN4, G2)	Building Plans Review and Inspection
	16. After investigating the practicality of offering after hours and weekend building inspections for certain types of construction projects, began offering services in April 2013. (G2)	Building Plans Review and Inspection
	17. Developed acceptable standard solutions to expedite environmental permitting for new construction. (EN1, EN2, G2)	Environmental Services

## Development Support & Environmental Management

**Performance Measures**

G2	% of inspections completed on time within 24 hours of the request.
G2	% of permit requests completed within 30 days.
Q6	% of all construction address assignments and verifications completed within the permitting and review process as established by County Code.
G2	# of Permitted Use Verifications, zoning compliance determinations, and zoning letters issued within 15 days.
Q6,G2	% of site and development plans reviews completed by staff within the applicable time frames as established by Code.
EN2	# of Environmental Management Act permits issued within the time frame designated by Ordinance.
EN1	# of environmental compliance inspections completed on an annual basis consistent with established guidelines.
Q6	% of active code compliance cases brought into compliance on an annual basis.

Leon County Fiscal Year 2014 Adopted Budget

Department of Development Support & Environmental Management

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	3,420,359	3,569,415	3,812,751	(58,851)	3,753,900	3,749,723
Operating	109,601	255,090	248,700	-	248,700	248,837
Transportation	57,638	95,439	80,254	-	80,254	80,254
<b>Total Budgetary Costs</b>	<b>3,587,598</b>	<b>3,919,944</b>	<b>4,141,705</b>	<b>(58,851)</b>	<b>4,082,854</b>	<b>4,078,814</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Permit and Code Services	450,092	490,244	512,218	(58,851)	453,367	453,485
DS Support Services	302,285	342,946	332,839	-	332,839	332,207
Building Plans Review & Inspection	920,794	1,027,174	1,166,895	-	1,166,895	1,164,106
Environmental Services	1,215,080	1,242,959	1,312,385	-	1,312,385	1,311,735
Development Services	558,362	662,666	659,267	-	659,267	659,357
DEP Storage Tank	140,985	153,955	158,101	-	158,101	157,924
<b>Total Budget</b>	<b>3,587,598</b>	<b>3,919,944</b>	<b>4,141,705</b>	<b>(58,851)</b>	<b>4,082,854</b>	<b>4,078,814</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
120 Building Inspection	920,794	1,027,174	1,166,895	-	1,166,895	1,164,106
121 Growth Management	2,525,819	2,738,815	2,816,709	(58,851)	2,757,858	2,756,784
125 Grants	140,985	153,955	158,101	-	158,101	157,924
<b>Total Revenues</b>	<b>3,587,598</b>	<b>3,919,944</b>	<b>4,141,705</b>	<b>(58,851)</b>	<b>4,082,854</b>	<b>4,078,814</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Building Plans Review & Inspection	12.86	12.86	13.95	-	13.95	13.95
DEP Storage Tank	2.00	2.00	2.00	-	2.00	2.00
Development Services	9.00	9.00	9.00	-	9.00	9.00
DS Support Services	4.12	4.12	3.92	-	3.92	3.92
Environmental Services	14.00	14.00	14.00	-	14.00	14.00
Permit and Code Services	8.02	8.02	8.13	(1.00)	7.13	7.13
<b>Total Full-Time Equivalents (FTE)</b>	<b>50.00</b>	<b>50.00</b>	<b>51.00</b>	<b>(1.00)</b>	<b>50.00</b>	<b>50.00</b>

**Permit & Code Services (121-423-537)**

<b>Goal</b>	The goal of the Division of Permit and Code Services is to administer, centralize, coordinate and facilitate licensing code compliance, citizen review boards, and growth and environmental management services to residents, property owners and land development professionals served by the Department of Development Support and Environmental Management, in order to achieve compliance with adopted ordinances and policies.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide administrative support for the Code Enforcement Board and Contractor’s Licensing and Examination Board.</li> <li>2. Coordinate Code processing through the Code Compliance Program.</li> <li>3. Coordinate and promote Code compliance through educational efforts.</li> <li>4. Provide an initial point of contact to customers for all matters regarding growth &amp; environmental management.</li> <li>5. Ensure applications are quickly and accurately processed in accordance with the direction of the County Commission and the Florida Building Code.</li> <li>6. Coordinate the issuance of building and environmental permits in a timely and efficient manner.</li> <li>7. Provide assistance in the completion of building and environmental permit applications, which may include Certificate of Occupancy, Certificate of Completion and Notice of Commencement documents.</li> </ol>
<b>Statutory Responsibilities</b>	Leon County Code of Laws; Chapter 5 “Minimum Standards”; Chapter 10 "Environmental Management Act"; Chapter 10 “Land Development Code”; Chapter 14 "Junk and Litter"; Chapter 6 and Florida Statutes, Chapter 162 "Code Enforcement Board"
<b>Advisory Board</b>	County's Contractor Licensing and Examination Board; Code Enforcement Board

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
Q6	Code compliance cases brought into compliance as a % of open cases (530 cases)	60%	55.6%
Q6	Code compliance cases brought into compliance as a % of all cases (877 total)	79%	73.1%

International City/County Management Association Comparable Performance Measurement 2011

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
G2	# of permit applications received and processed	3,328	2,941	3,400	3,400
Q6	% of Code Enforcement Board orders prepared and executed within 10 working days	58/100%	61/100%	50/100%	50/100%
G2	# of walk-in customers	11,000	10,254	12,000	12,000
G2	# of permits issued or approved	2,416	2,137	3,100	3,100
G2	# of calls processed	39,000	32,184	40,500	40,000
G2	Total fees received (millions) <sup>1</sup>	\$1.9	\$2.1	\$1.7	\$1.8

Notes:

1. Includes all fees for the Department of Development Support and Environmental Management, including Building Inspection.

**Permit & Code Services (121-423-537)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	423,719	455,170	476,689	(58,851)	417,838	417,956
Operating	23,561	29,598	30,003	-	30,003	30,003
Transportation	2,812	5,476	5,526	-	5,526	5,526
<b>Total Budgetary Costs</b>	<b>450,092</b>	<b>490,244</b>	<b>512,218</b>	<b>(58,851)</b>	<b>453,367</b>	<b>453,485</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
121 Growth Management	450,092	490,244	512,218	(58,851)	453,367	453,485
<b>Total Revenues</b>	<b>450,092</b>	<b>490,244</b>	<b>512,218</b>	<b>(58,851)</b>	<b>453,367</b>	<b>453,485</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate III	0.61	0.61	0.61	-	0.61	0.61
Administrative Associate V	0.61	0.61	0.61	-	0.61	0.61
Combination Inspector	-	-	0.25	-	0.25	0.25
Permit & Compliance Services Dir.	0.75	0.75	0.75	-	0.75	0.75
Permit Processing Supervisor	0.61	0.61	0.50	-	0.50	0.50
Permit Technician	1.22	1.22	1.00	-	1.00	1.00
Senior Compliance Specialist	2.00	2.00	2.00	(1.00)	1.00	1.00
Code Enforcement Board Tech	0.61	0.61	0.80	-	0.80	0.80
Contractors Licensing Board Technician	0.61	0.61	0.61	-	0.61	0.61
Code Compliance Supervisor	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>8.02</b>	<b>8.02</b>	<b>8.13</b>	<b>(1.00)</b>	<b>7.13</b>	<b>7.13</b>

The major variances for the FY 2014 Permit & Code Services budget are as follows:

**Increases to Program Funding:**

1. Communication costs in the amount of \$405.
2. Transportation cost increases associated with vehicle insurance and repairs offset by decreases in fuel for a net increase in the amount of \$50.

**Decreases to Program Funding:**

1. An overall decrease in Personnel Services is due to the proposed reduction of a Senior Compliance Specialist in the amount of \$58,851 as a result of the Florida Legislature's decision to close Internet Café locations. This decrease is offset by costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014. Additional increases to FTE counts reflect adjustments made to position splits between Permit and Code Services, Building Plans Review and Inspection, and DS Support Services divisions following an internal review of associate workload activity.

**DS Support Services (121-424-537)**

<p>Goal</p>	<p>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.</p>
<p>Core Objectives</p>	<ol style="list-style-type: none"> <li>1. Provide department-wide direction, coordination, and support to divisions and programs.</li> <li>2. Provide administrative coordination and support for agenda, budget, personnel, training, property, and other such reports.</li> <li>3. Act as liaison between the public and Department staff regarding scheduling, meetings, correspondence, public records requests, etc.</li> <li>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.</li> <li>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.</li> <li>6. Provide staffing for GEM related Board-appointed citizen's committees, including recording the proceedings, taking minutes, and maintaining files.</li> <li>7. Act as liaison between the public and the Clerk of Courts Office regarding electronic recording of DSEM documents.</li> </ol>
<p>Statutory Responsibilities</p>	<p>Support Services - Chapter 119, Florida Statutes (Florida Public Records Law)</p> <p>Permit &amp; Code Services - Leon County Code of Laws, Chapter 11 (Regulation of Simulated Gambling Devices); Chapter 14 "Junk and Litter"; Chapter 6 &amp; Florida Statutes, Chapter 162 "Code Enforcement Board." Also, the statutory responsibilities for Building Inspection, Environmental Compliance, and Development Services included below:</p> <p>Building - 101 Life Safety Code - F.S., Chapter 633.025; Florida Mechanical Code - Leon County Code of Laws, Section 5-(151 - 153); Florida Plumbing Code; &amp; F.S., Chapter 553.01 - 553.14; National Electrical Code; &amp; F.S., Chapter 553.15 - 553.23; Florida Gas Code; Florida Building Code: &amp; 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); &amp; F.S., Administrative Rule, Chapter 15C-1.10; Floodplain Management; Sign Code - (LCCOL), Section 10-(1801 - 1830); Florida Fire Code; &amp; F.S., Chapter 633.025; Section 10-362; Florida Construction Lien Laws - F.S., Chapter 713.135; Florida Radon Code Funding - F.S., Chapter 404.056(4). Mandatory Building Inspector Certification - F.S., Chapter 468.601-468.633</p> <p>Development Services - Florida Statutes, Chapters 163 and 380; the Tallahassee-Leon County Comprehensive Plan; Leon County Code of Laws, Chapter 10 (Land Development Code); and other BCC-adopted plans and implementing policy and procedures manuals</p> <p>Environmental Services - Leon County Code of Laws; Chapter 10 "Environmental Management Act"</p>
<p>Advisory Board</p>	<p>County's Contractor Licensing and Examination Board; Code Enforcement Board; Board of Adjustment and Appeals; Development Review Committee; Development Support and Environmental Management Citizens' User Group; Tallahassee-Leon County Planning Commission; Science Advisory Committee</p>

**DS Support Services (121-424-537)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	287,769	306,651	301,869	-	301,869	301,237
Operating	14,516	36,295	30,970	-	30,970	30,970
<b>Total Budgetary Costs</b>	<b>302,285</b>	<b>342,946</b>	<b>332,839</b>	<b>-</b>	<b>332,839</b>	<b>332,207</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
121 Growth Management	302,285	342,946	332,839	-	332,839	332,207
<b>Total Revenues</b>	<b>302,285</b>	<b>342,946</b>	<b>332,839</b>	<b>-</b>	<b>332,839</b>	<b>332,207</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate V	1.61	1.61	1.61	-	1.61	1.61
Records Manager	0.61	0.61	0.61	-	0.61	0.61
Sr. Administrative Associate	0.95	0.95	0.85	-	0.85	0.85
Director, Development Support & Environmental Management	0.95	0.95	0.85	-	0.85	0.85
<b>Total Full-Time Equivalents (FTE)</b>	<b>4.12</b>	<b>4.12</b>	<b>3.92</b>	<b>-</b>	<b>3.92</b>	<b>3.92</b>

The major variances for the FY 2014 DS Support Services budget are as follows:

Decreases to Program Funding:

1. An overall decrease in Personnel Services is due to decreases to FTE counts which reflect adjustments made to position splits between DS Support Services, Permit and Code Services, and Building Plans Review and Inspection divisions following an internal review of associate workload activity. This decrease is offset by costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$5,325

### Building Plans Review & Inspection (120-220-524)

<b>Goal</b>	The goal of the Building Plans Review and Inspections Division is to ensure that built environments are safe, accessible and energy efficient through compliance with all applicable construction codes, plans review, inspections, the use of automated technologies and continuing staff development.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>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.</li> <li>2. Review building foundation plans for all proposed manufactured housing permits to ensure compliance with the State Department of Motor Vehicles requirements.</li> <li>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.</li> <li>4. Inspect building foundation systems of all manufactured housing to ensure compliance with the State Department of Motor Vehicles requirements.</li> <li>5. Provide daily, on demand building plans review and inspection service advisor assistance to the public.</li> <li>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.</li> <li>7. Provide staffing to the Leon County Code Enforcement, Contractors' Licensing, and Examination Board.</li> <li>8. Division Director participates on the COOP Planning Team and serves as Facilities Manager.</li> </ol>
<b>Statutory Responsibilities</b>	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
<b>Advisory Board</b>	Leon County Contractor Licensing and Examination Board; Code Enforcement Board; Board of Adjustment and Appeals

Benchmarking							
Priorities	Permit Review & Time Frames <sup>1</sup>	Single Family			Commercial		
		Total Days	Applicant	Staff	Total Days	Applicant	Staff
G2	2010 Actual	30	20	10	43	29	14
G2	2011 Actual	24	14	10	40	33	7
G2	2012 Actual	25	16	9	43	25	18
G2	2013 Estimate	30	25	6	17	8	9

Notes:  
 1. Review times are based on calendar days and include both staff and applicant/consultant holding periods. Building, Environmental, and Septic permit applications are reviewed concurrently.

**Building Plans Review & Inspection (120-220-524)**

Performance Measures					
Priorities	Performance Measures 1	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimate <sup>1</sup>	FY 2014 Estimate
G2	# of building inspections performed	14,491	13,977	12,040	13,570
G2	# of miles between each inspection	13	13	13	13
G2	Average minutes per inspection on construction site	19	18	23	21
G2	# of plan reviews performed	6,784	6,658	6,970	7,060
G2	% of inspections completed on time	100%	100%	100%	100%
G2	# of permits issued	3,392	3,329	2,788	3,530
G2	% of permit requests completed within 30 days	100%	100%	100%	100%
G2	Building inspections per day per inspector	10	10	9	10
G2	Plan reviews per plan reviewer per day	15	14	15	14

Notes:

1. 2014 estimates based on actuals through first 6 months of fiscal year 2013.

**Building Plans Review and Inspection (120-220-524)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	870,824	910,362	1,060,783	-	1,060,783	1,057,994
Operating	25,792	77,891	75,984	-	75,984	75,984
Transportation	24,178	38,921	30,128	-	30,128	30,128
<b>Total Budgetary Costs</b>	<b>920,794</b>	<b>1,027,174</b>	<b>1,166,895</b>	<b>-</b>	<b>1,166,895</b>	<b>1,164,106</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
120 Building Inspection	920,794	1,027,174	1,166,895	-	1,166,895	1,164,106
<b>Total Revenues</b>	<b>920,794</b>	<b>1,027,174</b>	<b>1,166,895</b>	<b>-</b>	<b>1,166,895</b>	<b>1,164,106</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate III	0.39	0.39	0.39	-	0.39	0.39
Administrative Associate V	0.78	0.78	0.78	-	0.78	0.78
Building Inspection Supervisor	1.00	1.00	1.00	-	1.00	1.00
Combination Inspector	2.00	2.00	1.75	-	1.75	1.75
Dir of Bldg. Inspection	1.00	1.00	1.00	-	1.00	1.00
Permit & Compliance Services Dir.	0.25	0.25	0.25	-	0.25	0.25
Permit Processing Supervisor	0.39	0.39	0.50	-	0.50	0.50
Permit Technician	0.78	0.78	1.00	-	1.00	1.00
Records Manager	0.39	0.39	0.39	-	0.39	0.39
Sr. Administrative Associate	0.05	0.05	0.15	-	0.15	0.15
Code Enforcement Board Tech	0.39	0.39	0.20	-	0.20	0.20
Contractors Licensing Board Technician	0.39	0.39	0.39	-	0.39	0.39
Senior Plans Examiner	2.00	2.00	2.00	-	2.00	2.00
Senior Combination Inspector	3.00	3.00	3.00	-	3.00	3.00
Director, Development Support & Environmental Management	0.05	0.05	0.15	-	0.15	0.15
Building Plans Review Administrator	-	-	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>12.86</b>	<b>12.86</b>	<b>13.95</b>	<b>-</b>	<b>13.95</b>	<b>13.95</b>

The major variances for the FY 2014 Building Plans Review and Inspection budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014. Additional increases reflect adjustments made to position splits between Building Plans Review and Inspection, Permit and Code Services, and DS Support Services divisions following an internal review of associate workload activity as well as the addition of a Building Plans Review Administrator position approved by the Board on April 9, 2013.

**Decreases to Program Funding:**

1. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$8,793.
2. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$1,892.
3. Communication costs in the amount of \$15.

### Environmental Services (121-420-537)

<b>Goal</b>	The goal of the Division of Environmental Services is to provide high quality technical and scientific permitting and review services to the public and to disseminate environmental information to the public and government agencies in support of environmental protection efforts.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Review development proposals, including permit applications, site and development plans and pre-application requests for compliance with the Environmental Management Act and sound environmental management practices.</li> <li>2. Conduct environmental analysis for rezoning, subdivisions, site plans, and other proposed activities to ensure identification and mitigation of environmentally sensitive areas (ESA) and other regulatory constraints.</li> <li>3. Provide technical support and recommendations on environmental policy, land use, permitting, and related management decisions to the Planning Commission, Board of Adjustment and Appeals, the Board of County Commissioners, and other County, City and State agencies.</li> <li>4. Inspect permitted new construction and development activity for code compliance and consistency with permitted plans.</li> <li>5. Implement the stormwater facility maintenance and operating permit program.</li> <li>6. Provide walk-in client assistance through the environmental service advisor rotation in the research, interpretation, information gathering, or generally directing the client to the appropriate resource or agency.</li> <li>7. Implement single family permit reviews, including flood letter review, Board mandated flood indemnification declaration, compliance with master permit and plat, tree protection, erosion and sedimentation control, protection of features and lot-to-lot drainage issues.</li> <li>8. Perform inspections and resolution of code violations with possible Code Enforcement Board involvement, such as non-permitted development activities, junk and mowing ordinance violations.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes, Chapter 163; the Comprehensive Plan; Florida Statutes, 403.0885(NPDES); Florida Statutes 403.0891; Environmental Management - Leon County Code of Laws; Chapter 10 "Environmental Management Act"; Leon County Code of Laws; Chapter 14 "Junk and Litter"; Leon County Code of Laws; Chapter 6 and Florida Statutes, Chapter 162 "Code Enforcement Board"
<b>Advisory Board</b>	Tallahassee-Leon County Planning Commission; Board of Adjustment and Appeals; Code Enforcement Board; Science Advisory Committee; Water Resources Committee; Canopy Road Citizen's Committee

Benchmarking										
Priorities	Permit Review Time Frames*	Natural Feature Inventory			Environmental Impact Analysis			Environmental Permits		
		Total Days	Applicant	Staff	Total Days	Applicant	Staff	Total Days	Applicant	Staff
	FY 2010 Actual	45	21	24	63	51	12	36	27	9
	FY 2011 Actual	30	17	13	42	31	11	27	20	7
	FY 2012 Actual	29	16	13	75	56	19**	46	35	11**
	FY 2013 Estimate	28	17	11	***	***	***	44	36	8

\* Review times are based on calendar days and include both staff and applicant/consultant holding periods.

\*\* The increase in Environmental Analysis review time from FY12 is due to more complicated applications, which are difficult to forecast.

\*\*\* There is currently only one EIA for Orchard Pond Toll Road that is in Client Status at this time.

**Environmental Services (121-420-537)**

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
EN2	# of Natural Features Inventory application reviews	48	48	44	48
EN2	# of site plan reviews (environmental impacts)	87	82	100	100
EN1	# of stormwater operating permits reviews	49	34	26	26
G2	# of environmental service advisor clients	1,731	1,579	1,600	1,600
EN2	# of single family lot Environmental Permit Application reviews	367	406	380	400
EN1	# of stormwater operating permit renewals completed within the 3-year renewal cycle	210	202	225	214
EN1	# of environmental compliance inspections completed on an annual basis consistent with established guidelines.	7,152	7,146	7,000	7,000
EN2	# of Environmental Management Act permits issued within the time frame designated by Ordinance.	101	86	70	70
EN1	# of Science Advisory Committee meetings administered	10	10	10	10

**Environmental Services (121-420-537)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	1,170,092	1,167,075	1,240,340	-	1,240,340	1,239,553
Operating	20,556	37,307	37,584	-	37,584	37,721
Transportation	24,432	38,577	34,461	-	34,461	34,461
Total Budgetary Costs	<u>1,215,080</u>	<u>1,242,959</u>	<u>1,312,385</u>	<u>-</u>	<u>1,312,385</u>	<u>1,311,735</u>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
121 Growth Management	1,215,080	1,242,959	1,312,385	-	1,312,385	1,311,735
Total Revenues	<u>1,215,080</u>	<u>1,242,959</u>	<u>1,312,385</u>	<u>-</u>	<u>1,312,385</u>	<u>1,311,735</u>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Dir of Env Compliance	1.00	1.00	1.00	-	1.00	1.00
Env. Review Supervisor	1.00	1.00	1.00	-	1.00	1.00
Environmental Compliance Spec.	6.00	6.00	6.00	-	6.00	6.00
Environmental Inspection Supv.	1.00	1.00	1.00	-	1.00	1.00
Sr Environmental Engineer	2.00	2.00	2.00	-	2.00	2.00
Environmental Review Biologist	1.00	1.00	1.00	-	1.00	1.00
Stormwater Sr. Design Analyst	1.00	1.00	1.00	-	1.00	1.00
Sr. Environmental Review Biologist	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>	<u>-</u>	<u>14.00</u>	<u>14.00</u>

The major variances for the FY 2014 Environmental Services budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Communication costs in the amount of \$277.

**Decreases to Program Funding:**

1. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$4,116.

**Development Services (121-422-537)**

<b>Goal</b>	To guide and support the development of sustainable communities through the adopted policies of the Comprehensive Plan and development standards of the Land Development Code, while ensuring and promoting the quality of life for all citizens of Leon County Florida.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Continue to provide address assignments, including street naming and renaming, to new construction as well as address verification to redevelopment activities.</li> <li>2. Provide comprehensive and timely analysis of new development and redevelopment activities requiring site and development plan review.</li> <li>3. Complete the review of exempt subdivisions and other exempt processes within established minimum time-frames.</li> <li>4. Issue zoning letters, Permitted Use Verifications and Residential Compliance Certificates in a timely manner providing guidance and notification to property owners and the development community for proposed development activities.</li> <li>5. Review all new construction permits to ensure compliance with the applicable zoning and development standards.</li> <li>6. Provide assistance to the Board of Adjustment and Appeals in review of requests for variances to development standards or appeals of determinations made by DSEM.</li> <li>7. Enhance customer service delivery by streamlining procedural requirements and revising or updating the applicable provisions of the Leon County Land Development Code.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes, Chapters 163 and 380; Florida Administrative Codes 9J-2, 9J-5, 9J-10, 9J-11; 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-Tentative plans and implementing policy and procedures manuals
<b>Advisory Board</b>	Board of Adjustment and Appeals; Development Review Committee; Development Support and Environmental Management Citizens' User Group; Code Enforcement Board; Parking Standards Committee; Leon County/City of Tallahassee Addressing Steering Committee; Tallahassee-Leon County Planning Commission

<b>Benchmarking</b>			
<b>Site Plans Types→</b>	<b>Mean time for review of ASAP, Limited Partition, and Type A, B, C, D applications</b>		
<b>Fiscal Year↓</b>	<b>Total Days*</b>	<b>Applicant*</b>	<b>Staff*</b>
2010 Actual	165	117	48
2011 Actual	157	120	37
2012 Actual	148	100	48
2013 Estimate	98	60	38

\*Review times are based on calendar days. "Applicant" refers to # of days that the applicant was responsible for making corrections to the plan; "Staff" refers to # of days that staff spent reviewing the plan.

**Development Services (121-422-537)**

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
Q6, G2	# of all construction address assignments and verifications completed within the permitting and review process as established by County Code.	2,320	2,106	2,050	2100
Q6, EN1-4, G2	# of site and development plan reviews (Limited Partition, ASAP, Type A-D) <sup>1</sup>	13	19	20	28
Q6, EN1-4, G2	# of subdivision & other exemption determinations completed by staff within the applicable time frames as established by Code.	41	48	55	45
Q6, EN1-4, G2	# of Permitted Use Verifications (PUV), Residential Compliance Certificates (RCC) and zoning letters issued within 15 days.	91	95	105	110
EN1-4, Q6	# of zoning compliance determinations for residential development	752	672	700	775
EN1-2, Q6, G2	# of Board and Adjustment and Appeals Requests	3	4	5	4
Q6, G2	# of Concurrency Management Certificates issued, small and large projects <sup>2</sup>	26	12	20	15
EC2, EN1-4, G2, Q6	# of Development Agreements & DRI applications reviewed	2	2	3	2
EN1-4, Q6, G2	# of Land Dev. Code amendments by section, presented to Board	7	0	10	8

Notes:

1. FY11 and FY12 actuals include Administrative Streamlined Application Process (ASAP) reviews along with Limited Partition and Type A-D reviews.
2. 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

**Development Services (121-422-537)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	532,323	591,127	587,373	-	587,373	587,463
Operating	24,187	67,910	68,070	-	68,070	68,070
Transportation	1,851	3,629	3,824	-	3,824	3,824
<b>Total Budgetary Costs</b>	<b>558,362</b>	<b>662,666</b>	<b>659,267</b>	<b>-</b>	<b>659,267</b>	<b>659,357</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
121 Growth Management	558,362	662,666	659,267	-	659,267	659,357
<b>Total Revenues</b>	<b>558,362</b>	<b>662,666</b>	<b>659,267</b>	<b>-</b>	<b>659,267</b>	<b>659,357</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Addressing Program Team Leader	1.00	1.00	1.00	-	1.00	1.00
Customer Services Technician	1.00	1.00	1.00	-	1.00	1.00
Development Services Admin.	1.00	1.00	1.00	-	1.00	1.00
Senior Planner	-	-	1.00	-	1.00	1.00
Dir. of Development Services	1.00	1.00	1.00	-	1.00	1.00
Planner I	2.00	2.00	2.00	-	2.00	2.00
Planner II	2.00	2.00	1.00	-	1.00	1.00
Concurrency Management Planner	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>-</b>	<b>9.00</b>	<b>9.00</b>

The major variances for the FY 2014 Development Services budget are as follows:

**Increases to Program Funding:**

1. Transportation cost increases associated with vehicle insurance and repairs offset by decreases in fuel for a net increase in the amount of \$195.

**Decreases to Program Funding:**

1. Personnel Services costs associated with changes in personnel. This decrease is offset by costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Communication costs in the amount of \$160.

**DEP Storage Tank (125-866-524)**

<b>Goal</b>	The goal of the Department of Environmental Protection Storage Tank Program is to effectively and efficiently implement the Florida Department of Environmental Protection's Storage Tank Contract in a customer sensitive manner.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Perform annual compliance inspections of registered petroleum storage tank facilities in Leon, Gadsden and Wakulla Counties.</li> <li>2. Perform installation inspections of new petroleum equipment at new and existing facilities.</li> <li>3. Perform site inspections for tank removals and abandonments.</li> <li>4. Investigate and report on petroleum discharges, leaks, non-registered tanks and other code violations, and initiate enforcement actions as appropriate.</li> <li>5. Provide assistance to citizens and consultants concerning petroleum storage tanks.</li> <li>6. Orientate new DEP/Office of General Counsel Storage Tank employees on tank inspections, closures, and installations in Leon, Gadsden and Wakulla Counties.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes, Chapter 376.3071 "Petroleum Storage Tank Section"; Florida Administrative Code, Chapter 62-761; Aquifer Recharge Element of Comp Plan, Policy:1.1.5
<b>Advisory Board</b>	N/A

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
EN1	% of regulated facilities inspected with Leon County	530*	544*	100%	100%
G2	% of requests for customer assistance responded to within contract guidelines	1,006**	1,013**	100%	100%
EN1	% of regulated facilities inspected in Wakulla and Gadsden Counties***	N/A	N/A	50%	50%

Notes:  
 \*Prior years captured number of compliance inspections completed.  
 \*\*Prior years captured the number of requests for customer assistance.  
 \*\*\* The regional program includes Gadsden and Wakulla Counties beginning FY12 with contractual obligations that require these facilities to be inspected once every two years.

**DEP Storage Tank (125-866-524)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	135,632	139,030	145,697	-	145,697	145,520
Operating	988	6,089	6,089	-	6,089	6,089
Transportation	4,366	8,836	6,315	-	6,315	6,315
Total Budgetary Costs	<u>140,985</u>	<u>153,955</u>	<u>158,101</u>	<u>-</u>	<u>158,101</u>	<u>157,924</u>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
125 Grants	140,985	153,955	158,101	-	158,101	157,924
Total Revenues	<u>140,985</u>	<u>153,955</u>	<u>158,101</u>	<u>-</u>	<u>158,101</u>	<u>157,924</u>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
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)	<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 2014 DEP Storage Tank budget are as follows:

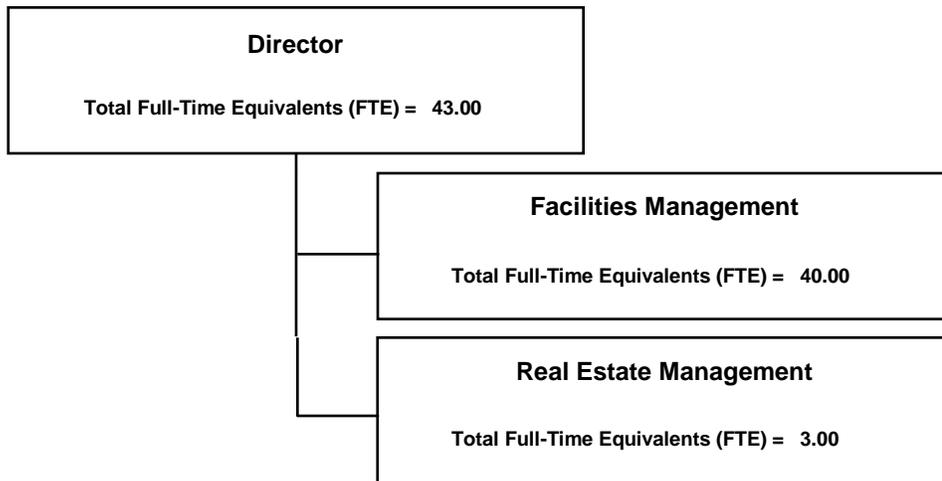
**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.

**Decreases to Program Funding:**

1. Transportation cost decreases associated with vehicle insurance and repairs offset by increases in fuel for a net decrease in the amount of \$2,521.

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## **Executive Summary**

The Department of Facilities Management section of the Leon County FY 2014 Annual Budget is comprised of Facilities Management and Real Estate Management.

The Department of Facilities Management coordinates construction and real estate activities. Facilities Management provides professional maintenance, construction, and operating services. Real Estate Management provides the management of acquisition and disposition of real property, leasing of vacant unused County-owned buildings, management of the inventory of County-owned property, processing of tax deeds, and identification of appropriate properties for County and Constitutional Offices' space needs.

As part of the Leon LEADS Strategic Planning process, the Department of Facilities Management Business Plan was revised to communicate the continued alignment of the Board's strategic priorities and identified strategic 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 plan.

### **HIGHLIGHTS**

Through the Leon LEADS cost avoidance and efficiency efforts, the following opportunities to increase efficiencies and costs savings were identified for the FY 2014:

- Facilities Management maintenance reorganization that involved the reallocation, realignment and reclassification of certain positions between operations and maintenance staff, reduced staffing levels by two positions. A position currently in operations will be reassigned to maintenance duties, and one mailroom position will be realigned to operations, and cross trained, while still providing back up duty to the mailroom.
- All Leon County building currently receive full custodial services five days a week. Building custodial service levels were categorized into three tiers based on level of activity: Level I (custodial services five days a week) for buildings with large amounts of foot traffic and activity; Level II (three days a week) for buildings with medium foot traffic and activity; and Level III (two days a week) for buildings with minimum foot traffic and activity.
- The energy management services were reduced due to opportunities for increased market competition.

# Department of Facilities Management Business Plan

**Mission Statement**

The mission of the Leon County Department of Facilities Management is to serve the people of Leon County as a responsible steward of public real estate and building infrastructure necessary to support county operations in a timely, professional and cost-effective manner.

**Strategic Priorities**

**Economy**

- Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (EC1) 2012
- Support business expansion and job creation, including: the implementation of the Leon County 2012 Job Creation Action Plan, to include evaluating the small business credit program. (EC2) 2012
- Insure the provision of the most basic services to our citizens most in need so that we have a “ready workforce”. (EC6) 2012

**Environment**

- Educate citizens and partner with community organizations to promote sustainable practices. (EN3) 2012
- Reduce our carbon footprint, realize energy efficiencies, and be a catalyst for renewable energy, including solar. (EN4) 2012

**Quality of Life**

- Maintain and enhance our recreational offerings associated with parks and greenway system for our families, visitors and residents. (Q1) Revised 2013
- Provide essential public safety infrastructure and services which ensures the safety of the entire community. (Q2) 2012

**Governance**

- Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (G2) 2012
- Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County’s core practices. (G4) 2012
- 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) 2012

**Strategic Initiatives**

October 1, 2011 – December 31, 2013

- |   |          |
|---|----------|
| 1. Complete construction of Leon County Cooperative Extension net-zero energy building. (EN4) 2012  | Complete |
| 2. Complete construction of expanded Lake Jackson branch Library (Phase 1) and new community center (Phase 2). (Q1, EC1, EC6) 2012  | Complete |
| 3. Redevelop Huntington Oaks Plaza, which will house the expanded Lake Jackson branch Library and new community center, through a Sense of Place initiative (Phase3) –sidewalks. (EC1, Q1) 2013             | Complete |
| 4. Complete construction of Public Safety Complex. (EC2, Q2) 2012   | Complete |
| 5. Successfully open the Public Safety Complex. (Q2) 2013   | Complete |
| 6. Identify opportunities whereby vacant, underutilized County-owned property, such as flooded-property acquisitions, can be made more productive through efforts that include community gardens. (G5) 2013 | Complete |
| 7. Manage and maintain property to support County functions and to meet State mandates for entities such as the Courts. (G5) 2012   | Ongoing  |

## Department of Facilities Management

Actions	1.	A. Spearhead the design, construction and implementation of a series of changes to the Leon County Cooperative Extension Building to create a Net-Zero Energy Building. (EN4)	Facilities
		B. Provide assistance and resources for the Grand Opening/Ribbon Cutting for Leon County Cooperative Extension Net-Zero Energy Building; which will provide education to the community in means of developing renewable energy and the utilization of sustainable practices. (EN3,EN4)	Facilities, Resource Stewardship
	2.	A. Provide assistance and resources for the Grand Opening/ Ribbon Cutting Ceremony for the new Lake Jackson Branch Library and New Community Center facilities. (Q1, EC1)	Facilities, Library Services
		B. Spearhead the design and construction of the Lake Jackson Community Center scheduled to begin construction September 2012 and actively participate, provide resources and assistance for the Grand Opening/Ribbon Cutting Ceremony with an anticipated completion scheduled for November 2012. (Q1, EC1)	Facilities, Parks & Recreation
	3.	A. Actively participate and interact in all public workshops on the redevelopment of the Huntington Oaks Plaza to address the general public's informational needs. (EC1, Q1)	Facilities, PLACE
		B. Continue to provide updated and accurate information to County Administration and the Board of County Commissioners regarding the status of the redevelopment and completion process for the Huntington Oaks Plaza. (EC1, Q1)	Facilities, PLACE
		C. Spearhead the design and construction of sidewalks, a driveway, parking lot, and bus stop at the Huntington Oaks Plaza to create a Sense of Place. (EC1, Q1)	Facilities, PLACE
	4.	A. Spearhead the construction process for the Public Safety Complex (EC2,Q2)	
	5.	A. Provide updated and accurate information to County Administration and the Board of County Commissioners as to the development and construction process for the Public Safety Complex. (EC2, Q2)	Facilities, COT
		B. Provide assistance and resources for the Grand Opening/Ribbon Cutting for Public Safety Complex. (EC2, Q2)	Facilities, COT
		C. Develop, implement, and monitor an operating expense budget for the Public Safety Complex facilities as part of the annual budget. (EC2, Q2)	Facilities, COT, OMB
	6.	A. Provide Board with a status report regarding County-owned real estate. (EC2,Q2)	Facilities
		B. Provide a list of County-owned properties appropriate for affordable housing. (G5)	
	7.	A. Continue to provide and maintain facilities for the Board, Constitutional Officers, and the Courts. (G5)	Facilities, County Departments
	B. Strategically develop, design and implement an annual survey with involvement by customers in regards to planning and scheduling building renewal and replacement schedules within each County building and office. (G1, G2, G5)	Facilities	
	C. Major Maintenance/improvements planned consist of: refurbishing the concrete area and replacing front door at the Main Library located on Call St.; Life Safety improvements in the Bank of America building with stairwell pressurization; revolutionize more energy efficient elevator equipment for elevators 1 and 2 at the Leon County Courthouse; roof replacement at the Community Service building located at Appleyard Drive; construct energy upgrades to HVAC and lighting systems at Huntington Oaks Plaza. (G1, G2, G5)	Facilities	
Performance Measures	Q1	% of Work Orders opened for Preventative Maintenance	
	Q1,Q2	% of Work Orders closed within the year	
	G2,G4	% of Field Work Force converted to Mobile Technology Interface	
	EC1,EN4	% of Square Footage for which Annual Facility Surveys Completed	

Leon County Fiscal Year 2014 Adopted Budget

Department of Facilities Management

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	2,616,844	2,779,137	2,888,530	(100,513)	2,788,017	2,791,792
Operating	4,211,760	6,092,780	6,827,117	4,455	6,831,572	7,024,707
Transportation	89,329	100,842	107,245	-	107,245	107,245
Capital Outlay	29,848	88,667	-	10,000	10,000	10,000
<b>Total Budgetary Costs</b>	<b>6,947,781</b>	<b>9,061,426</b>	<b>9,822,892</b>	<b>(86,058)</b>	<b>9,736,834</b>	<b>9,933,744</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Facilities Management	6,873,010	8,844,178	9,590,078	(129,969)	9,460,109	9,656,797
Real Estate Management	74,771	217,248	232,814	43,911	276,725	276,947
<b>Total Budget</b>	<b>6,947,781</b>	<b>9,061,426</b>	<b>9,822,892</b>	<b>(86,058)</b>	<b>9,736,834</b>	<b>9,933,744</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	6,354,343	8,218,670	8,984,402	(135,379)	8,849,023	9,026,226
165 Bank of America Building Operations	494,291	749,981	745,715	17,671	763,386	783,093
166 Huntington Oaks Plaza	99,147	92,775	92,775	31,650	124,425	124,425
<b>Total Revenues</b>	<b>6,947,781</b>	<b>9,061,426</b>	<b>9,822,892</b>	<b>(86,058)</b>	<b>9,736,834</b>	<b>9,933,744</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Facilities Management	40.00	43.00	43.00	(3.00)	40.00	40.00
Real Estate Management	2.00	3.00	3.00	-	3.00	3.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>42.00</b>	<b>46.00</b>	<b>46.00</b>	<b>(3.00)</b>	<b>43.00</b>	<b>43.00</b>

**Facilities Management Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	2,542,072	2,571,034	2,669,766	(105,379)	2,564,387	2,567,940
Operating	4,211,760	6,083,635	6,813,067	(34,590)	6,778,477	6,971,612
Transportation	89,329	100,842	107,245	-	107,245	107,245
Capital Outlay	29,848	88,667	-	10,000	10,000	10,000
<b>Total Budgetary Costs</b>	<b>6,873,010</b>	<b>8,844,178</b>	<b>9,590,078</b>	<b>(129,969)</b>	<b>9,460,109</b>	<b>9,656,797</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Bank of America (165-154-519)	412,199	749,981	745,715	17,671	763,386	783,093
Bank of America (165-154-711)	44,473	-	-	-	-	-
Bank of America (165-154-712)	37,619	-	-	-	-	-
Facilities Management (001-150-519)	5,155,520	7,176,783	7,285,449	(181,412)	7,104,037	7,198,158
Facilities Management: Judicial Maintenance (001-150-712)	727,579	-	-	-	-	-
Facilities Management: Judicial Security (001-150-711)	396,473	-	-	-	-	-
Huntington Oaks Plaza Operating (166-155-519)	99,147	92,775	92,775	31,650	124,425	124,425
Public Safety Complex Facilities (001-410-529)	-	824,639	1,466,139	2,122	1,468,261	1,551,121
<b>Total Budget</b>	<b>6,873,010</b>	<b>8,844,178</b>	<b>9,590,078</b>	<b>(129,969)</b>	<b>9,460,109</b>	<b>9,656,797</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	6,279,572	8,001,422	8,751,588	(179,290)	8,572,298	8,749,279
165 Bank of America Building Operations	494,291	749,981	745,715	17,671	763,386	783,093
166 Huntington Oaks Plaza	99,147	92,775	92,775	31,650	124,425	124,425
<b>Total Revenues</b>	<b>6,873,010</b>	<b>8,844,178</b>	<b>9,590,078</b>	<b>(129,969)</b>	<b>9,460,109</b>	<b>9,656,797</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Facilities Management	39.00	39.00	39.00	(3.00)	36.00	36.00
Public Safety Complex Facilities	-	3.00	3.00	-	3.00	3.00
Bank of America	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>40.00</b>	<b>43.00</b>	<b>43.00</b>	<b>(3.00)</b>	<b>40.00</b>	<b>40.00</b>

**Facilities Management – Facilities Management (001-150-519)**

<p>Goal</p>	<p>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, construction, and operating services; in order to provide clean, safe and fully-functional County facilities.</p>
<p>Objectives</p>	<ol style="list-style-type: none"> <li>1. Provide and maintain facilities for the Board, Property Appraiser, Supervisor of Elections, Tax Collector (main office) and Article V agencies (Courts, Clerk, State Attorney, Public Defender and Guardian Ad Litem). Additionally, provide construction support for the Sheriff (including the jail).</li> <li>2. Provide construction services including planning, estimating and budgeting, site selection, architectural and engineering services, design, bidding and procurement, construction administration, project closeout and warranty management for County buildings.</li> <li>3. Provide architectural, engineering, CAD, real estate due diligence, construction and energy management services. Maintain or provide for the maintenance of as-built plans. Generate floor plans for space planning, procurement, leasing, contracting, and other purposes.</li> <li>4. Coordinate facility accessibility and indoor air quality surveys and respond appropriately.</li> <li>5. Maintain County buildings' (including the health departments and dental clinic) structural, mechanical, plumbing, electrical, roofing, emergency generators, heating/air conditioning and other building systems. Administer a preventative maintenance program for the various building systems.</li> <li>6. Install and repair or replace doors, windows, cabinetry, sealants, lighting, and building finishes (including flooring, carpentry, ceiling tiles, paint and caulk).</li> <li>7. Manage parking in the Courthouse, Courthouse Annex, Gadsden Street lot and Main Library; maintain parking access gates, readers, striping and signage; manage parking waiting lists for Courthouse employees; administer employee parking contracts; and manage parking revenue.</li> <li>8. Administer grounds keeping, custodial, mail equipment, parking equipment, pest control, generators, elevators, chillers, security, fire and integrated HVAC contracts.</li> <li>9. Manage security access control systems, including obtaining access cards for employees, modifying and terminating access authorizations, coordinating the installation, maintenance and replacement of card readers, replacing keys and changing or adding hardware.</li> <li>10. Maintain fire protection systems, including monitoring panels and automated sprinklers.</li> <li>11. Design and remodel interior office space, such as wall and modular system removals and installations, cabinetry and shelving construction, installation of plumbing fixtures and ductwork.</li> <li>12. Research energy conservation and sustainable building opportunities and take appropriate action.</li> <li>13. Raise and lower the flags, hang plaques and pictures, put up and take down decorations, transfer surplus property to the warehouse, and surplus auctions.</li> <li>14. Provide internal mail services for the Board within the Courthouse and Courthouse Annex.</li> <li>15. Manage the central warehouse, including property deliveries and transfers, storage, and destruction.</li> <li>16. Manage central records, including storage, security, retrieval, delivery, and destruction.</li> </ol>
<p>Statutory Responsibilities</p>	<p>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"</p>
<p>Advisory Board</p>	<p>Volunteer Fire Departments, ADA Focus Groups, Decor and Space Committees, Courthouse Security Committee, Safety Committee, Renaissance Property Committee, and Public Safety Communication Committees</p>

**Facilities Management – Facilities Management (001-150-519)**

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G5	Square Footage Maintained per Maintenance Employee	74,743 sq ft	49,000 sq. ft.
G5	Square Footage Maintained per Administrative Employee	568,048 sq ft	620,000 sq. ft.
G5	Square Footage Maintained per Work Order Technician (Help Desk)	946,746 sq. ft.	462,000 sq. ft.
G5	Square Footage Maintained per Supervisor Employee	236,687 sq ft	275,000 sq. ft.
G5	Repair and Maintenance cost per Square Foot – In-house	\$2.08 sq ft	\$2.02 sq. ft.
G5	Repair and Maintenance cost per Square Foot – Contracted	.98 sq ft	.78 sq. ft.
G2, G5	% Internal Customers rating Facilities Management responding promptly to needs	95%	95% mean 96% median

Benchmark Sources: International Facilities Management Association (IFMA); International City Management Association (ICMA) 2009 Center for Performance Management. Ratios are based on (RSF) rentable square ft.

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
Q2, EC2	\$ volume of capital projects managed in millions	\$40.8	\$34.4	\$30	\$26
Q1, Q2	# of work orders opened	15,381	17,162	15,550	17,105
Q1	% of work orders opened for preventative maintenance	66%	70%	75%	75%
Q1, Q2	% of work orders closed within the year	99%	99%	90%	87%
EC1, Q1, Q24	% of square footage for which annual facility surveys completed <sup>1</sup>	N/A	N/A	75%	75%
G2, G4	% of Field Work Force converted to Mobile Technology interface <sup>2</sup>	N/A	N/A	15%	15%
Q2, EC2	Total square footage of County facilities maintained <sup>3</sup>	1,433,268	1,555,307	1,555,832	1,563,762

- Notes:
1. During the LEADS Review process, customers expressed a desire to be more involved with planning and scheduling building renewals and replacements. Facilities will perform an annual Facilities Survey for facilities renewals and replacements (G1, G2).
  2. To improve customer service, Facilities will stagger the implementation of Mobile Technology for field staff (G1, G2, G3).
  3. This includes the square footage of the new Public Safety Complex, which is anticipated to be completed late FY 2013 (EC2, Q2). This also includes the new expanded Lake Jackson Library and Community Center. (EC1, Q1)

**Facilities Management - Facilities Management (001-150-519)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	2,491,297	2,420,199	2,519,073	(108,584)	2,410,489	2,413,670
Operating	2,545,046	4,655,742	4,659,131	(82,828)	4,576,303	4,667,243
Transportation	89,329	100,842	107,245	-	107,245	107,245
Capital Outlay	29,848	-	-	10,000	10,000	10,000
<b>Total Budgetary Costs</b>	<b>5,155,520</b>	<b>7,176,783</b>	<b>7,285,449</b>	<b>(181,412)</b>	<b>7,104,037</b>	<b>7,198,158</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	5,155,520	7,176,783	7,285,449	(181,412)	7,104,037	7,198,158
<b>Total Revenues</b>	<b>5,155,520</b>	<b>7,176,783</b>	<b>7,285,449</b>	<b>(181,412)</b>	<b>7,104,037</b>	<b>7,198,158</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate IV	2.00	2.00	2.00	-	2.00	2.00
Construction Manager	2.00	2.00	2.00	-	2.00	2.00
Customer Services Technician	1.00	1.00	1.00	-	1.00	1.00
Director of Facilities Management & Construction	1.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance Superintendent	2.00	2.00	2.00	-	2.00	2.00
Facilities Planner	1.00	1.00	1.00	-	1.00	1.00
Facilities Support Tech II	17.00	17.00	17.00	(2.00)	15.00	15.00
Facilities Support Tech III	2.00	2.00	2.00	-	2.00	2.00
Mail Clerk	2.00	2.00	2.00	-	2.00	2.00
Operations Manager	1.00	1.00	1.00	-	1.00	1.00
Parking Generalist	2.00	2.00	2.00	-	2.00	2.00
Operations Support Technician	1.00	-	-	-	-	-
Project Coordinator	1.00	1.00	1.00	(1.00)	-	-
Facilities Maintenance Supervisor	2.00	2.00	2.00	-	2.00	2.00
Fac. Operations Supervisor I	1.00	2.00	2.00	-	2.00	2.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>39.00</b>	<b>39.00</b>	<b>39.00</b>	<b>(3.00)</b>	<b>36.00</b>	<b>36.00</b>

The major variances for the FY 2014 Facilities Management budget are as follows:

Decreases to Program Funding:

1. Costs associated with programmatic budget reductions that eliminate three positions: Project Coordinator associated with the completion of the Public Safety Complex and two Facilities Technician II positions associated with reorganization of Operations and Maintenance units for better efficiency. The Project Coordinator position funding was split 50/50 with the City of Tallahassee. These decreases are offset by costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Costs associated with programmatic budget reductions in custodial services (\$86,628) and energy system services (\$35,000).
3. Rental and leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$2,461.

Increases to Program Funding:

1. Contracts or other obligations for continuity of services (security) in the amount of \$38,800.
2. Transportation costs associated with vehicle repairs and fuel in the amount of \$6,403.
3. Maintenance equipment in the amount of \$10,000.

**Facilities Management - Facilities Management: Judicial Security (001-150-711)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	396,473	-	-	-	-	-
Total Budgetary Costs	396,473	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	396,473	-	-	-	-	-
Total Revenues	396,473	-	-	-	-	-

In FY08 new reporting requirements for Article V entities were implemented. The FY12 Actuals reflect the total amount funded by the County for judicial security. These expenses are currently funded in the operating budget of Facilities Management and the actual expenses will be reported separately each year.

**Facilities Management - Facilities Management: Judicial Maintenance (001-150-712)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	727,579	-	-	-	-	-
Total Budgetary Costs	727,579	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	727,579	-	-	-	-	-
Total Revenues	727,579	-	-	-	-	-

In FY08 new reporting requirements for Article V entities were implemented. The FY12 Actuals depict the total amount funded by the County for judicial maintenance. These expenses are currently funded in the operating budget of Facilities Management and the actual expenses will be reported separately each year.

**Facilities Management - Public Safety Complex Facilities (001-410-529)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	-	99,636	103,760	2,122	105,882	106,285
Operating	-	636,336	1,362,379	-	1,362,379	1,444,836
Capital Outlay	-	88,667	-	-	-	-
<b>Total Budgetary Costs</b>	<b>-</b>	<b>824,639</b>	<b>1,466,139</b>	<b>2,122</b>	<b>1,468,261</b>	<b>1,551,121</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	-	824,639	1,466,139	2,122	1,468,261	1,551,121
<b>Total Revenues</b>	<b>-</b>	<b>824,639</b>	<b>1,466,139</b>	<b>2,122</b>	<b>1,468,261</b>	<b>1,551,121</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Facilities Support Tech II	-	2.00	2.00	-	2.00	2.00
Public Safety Complex Operations Manager	-	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>-</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>3.00</b>

The major variances for the FY 2014 Public Safety Complex budget are as follows:

Budget reflects a full year's funding for the Public Safety Complex. A partial year was funded for FY 2013. These costs are jointly funded 50/50 with the City of Tallahassee. The following are additional increases programmed for FY 2014.

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.

**Facilities Management - Bank of America (165-154-519)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	50,775	51,199	46,933	1,083	48,016	47,985
Operating	361,423	698,782	698,782	16,588	715,370	735,108
<b>Total Budgetary Costs</b>	<b>412,199</b>	<b>749,981</b>	<b>745,715</b>	<b>17,671</b>	<b>763,386</b>	<b>783,093</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
165 Bank of America Building Operations	412,199	749,981	745,715	17,671	763,386	783,093
<b>Total Revenues</b>	<b>412,199</b>	<b>749,981</b>	<b>745,715</b>	<b>17,671</b>	<b>763,386</b>	<b>783,093</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Facilities Support Tech II	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

The major variances for the FY 2014 Facilities Management: Bank of America budget are as follows:

**Increases to Program Funding:**

1. Contracts or other obligations for continuity of services in the amount of \$16,588 including:  
Security monitoring services \$4,233  
Utility Services \$12,355

**Decreases to Program Funding:**

1. Costs associated with changes in employee healthcare coverage. These decreases are offset by costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.

**Facilities Management - Bank of America (165-154-711)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	44,473	-	-	-	-	-
Total Budgetary Costs	44,473	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
165 Bank of America Building Operations	44,473	-	-	-	-	-
Total Revenues	44,473	-	-	-	-	-

In FY08, new reporting requirements for Article V entities were implemented. The FY12 Actuals reflect the total amount funded by the County for Clerk of Courts Finance. These expenses are currently funded in the operating budget of Facilities Management and the actual expenses will be reported separately each year.

**Facilities Management - Bank of America (165-154-712)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	37,619	-	-	-	-	-
Total Budgetary Costs	37,619	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
165 Bank of America Building Operations	37,619	-	-	-	-	-
Total Revenues	37,619	-	-	-	-	-

In FY08, new reporting requirements for Article V entities were implemented. The FY12 Actuals reflect the total amount funded by the County for Clerk of Courts Finance maintenance. These expenses are currently funded in the operating budget of Facilities Management and the actual expenses will be reported separately each year.

**Facilities Management - Huntington Oaks Plaza Operating (166-155-519)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	99,147	92,775	92,775	31,650	124,425	124,425
Total Budgetary Costs	99,147	92,775	92,775	31,650	124,425	124,425
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
166 Huntington Oaks Plaza	99,147	92,775	92,775	31,650	124,425	124,425
Total Revenues	99,147	92,775	92,775	31,650	124,425	124,425

The major variances for the FY 2014 Facilities Management: Huntington Oaks Plaza budget are as follows:

Increases to Program Funding:

1. Contracts or other obligations for continuity of services in the amount of \$31,650 including:
  - Broker fees \$16,000
  - Parking lot service (street sweeping) \$3,600
  - Increased contingency \$5,450
  - Mail box maintenance \$1,500
  - Increase recycling dumpster fees \$5,100

**Real Estate Management (001-156-519)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	74,771	208,103	218,764	4,866	223,630	223,852
Operating	-	9,145	14,050	39,045	53,095	53,095
<b>Total Budgetary Costs</b>	<b>74,771</b>	<b>217,248</b>	<b>232,814</b>	<b>43,911</b>	<b>276,725</b>	<b>276,947</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	74,771	217,248	232,814	43,911	276,725	276,947
<b>Total Revenues</b>	<b>74,771</b>	<b>217,248</b>	<b>232,814</b>	<b>43,911</b>	<b>276,725</b>	<b>276,947</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Right-of-Way Agent	-	1.00	-	-	-	-
Real Estate Manager	1.00	1.00	1.00	-	1.00	1.00
Real Estate Specialist	1.00	1.00	2.00	-	2.00	2.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>2.00</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>3.00</b>

The major variances for the FY 2014 Real Estate Management budget are as follows:

**Increases to Program Funding:**

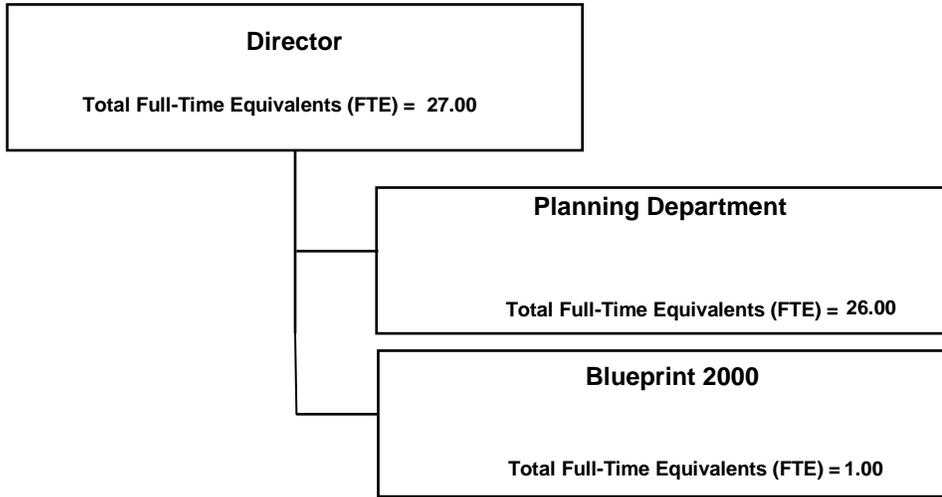
- Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
- Contracts or other obligations for continuity of services in the amount of \$39,045 including:
  - Travel (local mileage and real estate seminar) \$2,045
  - Property taxes \$5,000
  - Solid Waste ad valorem assessments (amounts include \$12,400 realigned from Non Departmental) \$26,000
  - Office supplies \$500
  - Increased operating supplies costs (property tracking software, materials for site clean-ups and materials to secure building/property) \$3,000
  - Professional license fees (real estate, broker and notary) \$2,500

**Decreases to Program Funding:**

- Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$2,685.

Note: The Right-of-Way Agent was reclassified to a Real Estate Specialist during FY 2013.

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## **Executive Summary**

The Department of Planning, Land Management and Community Enhancement (PLACE) section of the Leon County FY 2014 Annual Budget is comprised of the Planning Department and Blueprint 2000 (BP2000).

The Department of PLACE coordinates planning activities and Blueprint 2000. Planning provides expertise and recommendation in the areas of land use and environmental and transportation planning.

As part of the Leon LEADS Strategic Planning process, a Business Plan was developed for the Department of PLACE to communicate the continued alignment of the Board's strategic priorities and identified strategic initiatives with the department's actions and performance measure. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities, and will serve as a gauge to assist the department measuring outcomes of the plan.

### HIGHLIGHTS

The Department of PLACE was created to emphasize the desire to create a livable, sustainable community with areas with a sense of place, and to better coordinate planning and Blueprint 2000 activities. Under the supervision of the Director of Public Works and Community Development, the Department of PLACE, provides opportunity for improvement in how services are delivered.

The Planning Department completed several major initiatives including the opening of the DesignWorks Studio, completion of the 5<sup>th</sup> Avenue Plaza and the Palmer Avenue Place Making projects. The Department is moving toward completion of large projects such as the Electric Building and Cascades Park coordination, while beginning work on new initiatives such as the De Soto Site coordination and new Place Making initiatives.

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, as well as the administration of Blueprint 2000.

The budget for Blueprint 2000 was established solely to cover personnel costs for one employee who opted for County benefits. These personnel costs are reimbursed to the County on an annual basis.

# Department of PLACE Business Plan

## Mission Statement

The mission of the Department of PLACE 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 long range, land use, environmental and transportation planning.

## Strategic Priorities

### Economy

- Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (EC1)
- Support business expansion and job creation, including: the implementation of the Leon County 2012 Job Creation Action Plan, to include evaluating the small business credit program. (EC2)
- Grow our tourism economy, its economic impact and the jobs it supports, including: being a regional hub for sports and cultural activities. (EC4)

### Quality of Life

- Maintain and enhance our educational and recreational offerings associated with our library, parks and greenway system for our families, visitors and residents. (Q1)
- Enhance and support amenities that provide social offerings for residents and visitors of all ages, including: completing the enhancements to and the programming of the Cascades Park amphitheater. (Q4)
- Support the preservation of strong neighborhoods through appropriate community planning, land use regulations, and high quality provision of services. (Q6)
- Further create connectedness and livability through supporting human scale infrastructure and development, including: enhancing our multimodal districts. (Q7)

### Environment

- Protect our water supply, conserve environmentally sensitive lands, and safeguard the health of our natural ecosystems, including: adoption of minimum countywide environmental standards. (EN1)
- Promote orderly growth which protects our environment, preserves our charm, maximizes public investment, and stimulates better and more sustainable economic returns. (EN2)

## Strategic Initiatives

October 1, 2011 – September 30, 2013

- |  |         |
|--|---------|
| 1. Identify revisions to future land uses which expand opportunities to promote and support economic activity. (EC2)   | Ongoing |
| 2. Consider policy to encourage redevelopment of vacant commercial properties. (EC2)   | Ongoing |
| 3. Implement strategies that protect the environment and promote orderly growth, including: consider mobility fee to replace concurrency management system. (EN1, EN2)                   | Ongoing |
| 4. Implement strategies which plan for environmentally sound growth in the Woodville Rural Community including: promote concentrated commercial development in Woodville. (EN1, EN2, Q5) | Ongoing |
| 5. Implement strategies which advance parks, greenways, recreational offering, including update Greenways Master Plan. (EC1, EC4, Q1)  | Ongoing |
| 6. Implement strategies that support amenities which provide social offerings, including: consider construction Cascades Park amphitheatre, in partnership with KCCI. (EC1, EC4, Q4)     | Ongoing |
| 7. Implement design studio. (Q6, Q7)   | Ongoing |
| 8. Implement strategies that preserve neighborhoods and create connectedness and livability, including: implement visioning team. (Q6, Q7)   | Ongoing |
| 9. Develop performance level design standards for Activity Centers. (Q6, Q7)   | Ongoing |
| 10. Revise Historic Preservation District Designation Ordinance. (Q6)  | Ongoing |
| 11. Develop design standards requiring interconnectivity for pedestrians and non-vehicular access. (Q6,Q7)   | Ongoing |
| 12. Establish Bicycle & Pedestrian Advisory Committee and develop bike route system. (Q7)  | Ongoing |

## Department of PLACE

<b>Actions</b>	1.	Work with the Community Redevelopment Agency Development Services to identify code requirements that are creating problems for business expansion and development. Initiate code or Comp Plan revisions as needed. (EC1, Q7)	Comp Plan & Land Use Div.
	2.	Explore and develop ideas for redevelopment of vacant lots and review redevelopment methods utilized in other states and counties, create a list of options for BCC review. (EC1, Q6)	Comp Plan Div.
	3.	Continue development of the mobility fee concept for review by the BCC and City Commissions. (Q7)	Comp Plan Div.
	4.	Support the County's priority for Woodville development by reviewing the zoning and Comp Plan categories for Woodville area to ensure they promote appropriate growth. Provide a list of results and solutions to the lead department and follow up as required. (Q6, Q7)	Comp Plan & Land Use Div.
	5.	Continue review and update of Greenway Master Plan. (EC1, Q6, Q7)	Comp Plan Div.
	6.	Develop guidelines and goals for visioning team, identify the team and begin meetings to develop design guidelines for activity centers. (Q4)	Comp Plan Div.
	7.	Complete creation of design studio. (Q6)	Comp Plan Div.
	8.	Develop guidelines and goals for visioning team, identify the team and begin meetings to develop design guidelines for connectedness; complete performance level design standards for Activity Centers. (Q4)	Comp Plan & Land Use Div.
	9.	Complete rewrite of Historic District Designation Ordinance by June 2013. (Q6, Q7)	Land Use Div.
	10.	Complete creation of design standards for interconnectivity for pedestrians and non-vehicular access. (Q1, Q7)	Comp Plan & Land Use Div.
	11.	Present options for creation of the Bicycle & Pedestrian Advisory Committee to BSS and CC. (EC1, Q1, Q7)	Comp Plan Div.
	12.	Work with Public Works Department to identify opportunities for the completion of the bike route system. (Q1, Q4, Q7)	Comp Plan Div.
<b>Performance Measures</b>	EN1	Number of new or expanded development projects.	
	EC2	Percentage of new or expanded projects due to incentives.	

Leon County Fiscal Year 2014 Adopted Budget

Department of PLACE

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	160,581	135,492	126,852	-	126,852	126,527
Operating	21,330	35,000	25,000	-	25,000	25,000
Capital Outlay	8,035	-	-	-	-	-
Grants-in-Aid	752,828	751,445	747,114	-	747,114	747,114
<b>Total Budgetary Costs</b>	<b>942,774</b>	<b>921,937</b>	<b>898,966</b>	<b>-</b>	<b>898,966</b>	<b>898,641</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Planning Department	881,793	860,855	838,533	-	838,533	838,088
Blueprint 2000	60,981	61,082	60,433	-	60,433	60,553
<b>Total Budget</b>	<b>942,774</b>	<b>921,937</b>	<b>898,966</b>	<b>-</b>	<b>898,966</b>	<b>898,641</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	942,774	921,937	898,966	-	898,966	898,641
<b>Total Revenues</b>	<b>942,774</b>	<b>921,937</b>	<b>898,966</b>	<b>-</b>	<b>898,966</b>	<b>898,641</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Blueprint 2000	1.00	1.00	1.00	-	1.00	1.00
Capital Regional Transportation	2.00	2.00	-	-	-	-
Planning Department	28.00	26.00	26.00	-	26.00	26.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>31.00</b>	<b>29.00</b>	<b>27.00</b>	<b>-</b>	<b>27.00</b>	<b>27.00</b>

### Planning Department (001-817-515)

<p>Goal</p>	<p>The goal of the Tallahassee-Leon County Planning Department is to provide accurate information, creative and effective planning recommendations, and expertise in the areas of long-range land use, environmental, and transportation planning for the orderly growth of the Leon County and Tallahassee community.</p>
<p>Objectives</p>	<p><b>Management</b></p> <ol style="list-style-type: none"> <li>1. Provides coordination and oversight of all planning functions.</li> <li>2. Ensures administration of the department budget; ensures expenditure levels conform to approved resources.</li> <li>3. Monitors federal and state legislation impacting municipal government planning activities.</li> <li>4. Provides timely and effective planning information and recommendations for the orderly growth of the Tallahassee and Leon County community.</li> </ol> <p><b>Planning Support</b></p> <p>Provides efficient support service activities (GIS, research, mapping, graphics, computer assistance, and publication assistance) to the Planning Department and to City and County Governments.</p> <p><b>Administrative Services</b></p> <p>Promotes the efficient and effective administrative services support for the entire department; provides additional resources in understaffed areas; improves use of existing staff and fiscal resources; and promotes effective division and external department coordination</p> <p><b>Land Use Administration</b></p> <ol style="list-style-type: none"> <li>1. Reviews applications for rezonings, Planned Unit Developments (PUD), Developments of Regional Impact (DRI), and other large-scale developments;</li> <li>2. Processes and reviews site plan development applications, and provides customer service by developing code-compliant design concepts.</li> <li>3. Assists other divisions and departments with the creation and processing of land development regulations for special study areas.</li> <li>4. Reviews County and City development plans.</li> </ol> <p><b>Comprehensive Planning and Urban Design</b></p> <ol style="list-style-type: none"> <li>1. Researches and prepares reports and recommendations for special planning initiatives and urban design studies as directed by the County Commission, City Commission, or State statutes.</li> <li>2. Promotes implementation of the Tallahassee-Leon County Comprehensive Plan through the review of and participation in a variety of projects and through staffing the annual Plan amendment cycle and public participation process.</li> <li>3. Develops and implements long range plans for special study areas, hazard mitigation planning, land acquisition, and transportation and mobility projects, including bike routes and greenway plans.</li> <li>4. Provides coordination for long-range planning projects and issues.</li> </ol>
<p>Statutory Responsibilities</p>	<p>Florida Statutes: Chapter 163 “Comprehensive Planning”, Chapter 163 “Development Agreements”, Chapter 125, Title 11, Chapter 164 “Municipal Annexations &amp; Contractions”, Chapter 339 “Transportation Planning”, Chapter 427 “Land Acquisition”; Local: Chapter 10, Article II “Local Planning Agency”, Article V “Comprehensive Planning”, Article VI “Concurrency Management”, Article VII “Environmental Management”</p>
<p>Advisory Board</p>	<p>Planning Commission; Local Planning Agency; Canopy Roads Citizens Advisory Board; Water Resources Committee; Urban Design Commission, Local Mitigation Strategy Committee; Blueprint 2000 Citizens Advisory Committee</p>

**Planning Department (001-817-515)**

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
EC1	# of Land Use Applications Processed, including Site Plans, Text Amendments, Subdivisions, Plats, etc. (City and County)	137	120	132	130 +/-
EC1	# of Rezonings, PUDs Reviewed (County & City)	31	28	34	38+/-
EC1	# of Comp Plan Amendments Analyzed and Processed (County & City)	15	10	12	14+/-
EC1	Number of new dwelling units reviewed and/or approved. (City and County)	47	201	816	TBD
EC1	Non Residential sq. ft. reviewed or approved. (City and County) *	N/A	187,148	374,300	TBD
EC1	Number of Sense of Place projects and total staff hours worked. *	3 proj.	5 proj.	6 proj, 1100 hrs.	7 proj 2000 hrs.
EC1	Number of special projects, including strategic initiatives, and staff hours worked. *	17	19 proj	19 proj. 1742 hrs.	24 proj. 5,200 hrs.
EC1	# of GIS Layers Actively Maintained	7	7	7	7
EC1	City and County Commission workshops, meetings or public hearings *	N/A	46	30	36
EC1	Planning Commission Public Hearings *	N/A	28	11	12
EC1	Public workshops/Listening sessions/Neighborhood meetings *	N/A	27	14	18
EC1	Committee meetings * Ex: Canopy Road, Water Resources, etc.	N/A	27	24	28
EC1	CONA Meetings *	N/A	4	6	6
EC1	Direct mail notices *	N/A	9,180	4,125	5,500
EN1	Web postings or updates *	N/A	98	96	120
EC2	Newspaper Ads *	N/A	57	Av. 3 – 5 month	Av. 3 – 5 month

Notes: \* New Performance Measure

**Planning Department (001-817-515)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	99,599	74,410	66,419	-	66,419	65,974
Operating	21,330	35,000	25,000	-	25,000	25,000
Capital Outlay	8,035	-	-	-	-	-
Grants-in-Aid	752,828	751,445	747,114	-	747,114	747,114
<b>Total Budgetary Costs</b>	<b>881,793</b>	<b>860,855</b>	<b>838,533</b>	<b>-</b>	<b>838,533</b>	<b>838,088</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	881,793	860,855	838,533	-	838,533	838,088
<b>Total Revenues</b>	<b>881,793</b>	<b>860,855</b>	<b>838,533</b>	<b>-</b>	<b>838,533</b>	<b>838,088</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Executive Secretary	1.00	1.00	1.00	-	1.00	1.00
GIS Coordinator	2.00	2.00	2.00	-	2.00	2.00
Planner	1.00	-	-	-	-	-
Planner II	10.00	10.00	10.00	-	10.00	10.00
Transportation Planner	1.00	-	-	-	-	-
Director	1.00	1.00	1.00	-	1.00	1.00
Graphics & Mapping Specialist	1.00	1.00	1.00	-	1.00	1.00
Supervisor-Planning Research	1.00	1.00	1.00	-	1.00	1.00
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	2.00	2.00	2.00	-	2.00	2.00
Manager, Special Project Planning	1.00	1.00	1.00	-	1.00	1.00
Comprehensive & Environmental Admin	1.00	1.00	1.00	-	1.00	1.00
Manager, Comprehensive Planning	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>28.00</b>	<b>26.00</b>	<b>26.00</b>	<b>-</b>	<b>26.00</b>	<b>26.00</b>

The personnel budget was established for one Planning employee opting for County benefits. The remaining operating budget reflects the County's share of Planning costs.

The major variances for the FY 2014 Planning Department budget are as follows:

**Decreases to Program Funding:**

1. Costs associated with personnel services. These decreases are offset by an increase in County's portion of funding for the Florida Retirement System investment plan, workers compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. County share of rent obligation to City for continuity of services in the amount of \$10,000.

**Blueprint 2000 (001-403-515)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	60,981	61,082	60,433	-	60,433	60,553
Total Budgetary Costs	60,981	61,082	60,433	-	60,433	60,553
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	60,981	61,082	60,433	-	60,433	60,553
Total Revenues	60,981	61,082	60,433	-	60,433	60,553
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Legal Assistant	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

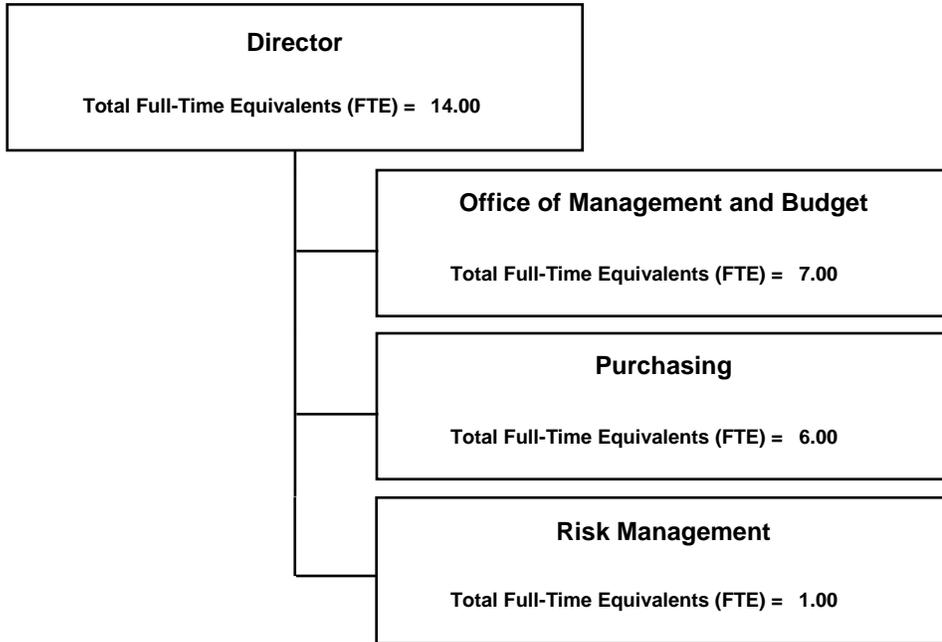
Budget was established for one Blueprint 2000 employee opting for County benefits as allowed by the inter-local agreement establishing the agency. Blueprint 2000 will reimburse personnel costs to the County on an annual basis.

The major variances for the FY 2014 Blueprint 2000 budget are as follows:

Decreases to Program Funding:

1. Costs associated with personnel services. These decreases are offset by an increase in County's portion of funding for the Florida Retirement System investment plan, workers compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.

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## **Executive Summary**

The Office of Financial Stewardship section of the Leon County FY 2014 Adopted Budget is comprised of the Office of Management & Budget, Risk Management, Grants and Purchasing.

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. Grants assist County offices and divisions in identifying and tracking supplemental financial resources to support goals. Purchasing provides securities and stocks, requested supplies and commodities for all County departments under the Board.

As part of the Leon LEADS Strategic Planning process, an Office of Financial Stewardship Business Plan was revised to communicate the continued alignment of the Board's strategic priorities and identified strategic 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 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. OMB received the Government Finance Officers Association of the U.S. and Canada's Distinguished Budget Award for the 23rd consecutive year. In addition to receiving this award, the budget received the following special recognition: Outstanding as a Policy Document and Outstanding as an Operations Guide.

In FY 2013, OMB facilitated the LEADS Cross Departmental Team process to further identify opportunities for cost reductions, cost avoidance and efficiency. The recommendations from the Cross Departmental Team resulted in an estimated cost savings of \$250,000 in the FY 2014 Budget.

In FY 2013, OMB implemented departmental quarterly capital project reporting. The reports allow for more effective planning and allocation of funding for the Capital Improvement Program.

Grants administration continued to seek resources to address the unfunded programmatic and infrastructure needs of the County. Recent heavy rains highlighted the success of recently completed grant funded stormwater projects on Franklin Blvd., the Timber Lake subdivision and communities served by Selena and Fairbanks Ferry roads. The newly completed Joint Dispatch Center also benefited through a grant from FEMA which was utilized to harden the structure to FEMA 361 standards, capable of withstanding winds of over 200 mph. In addition, improved support is now provided to county agencies through the board approved purchase of grant research and tracking software.

Purchasing continues to successfully administer the competitive solicitation process and coordinate all associated bid awards, proposals, evaluation processes, and contract development. Purchasing also administers the County's Warehouse, Property Control, E-Payables and Purchasing Card programs.

# 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

### Economy

- Grow our tourism economy, its economic impact and the jobs it supports, including: being a regional hub for sports and cultural activities. (EC4) 2012

### Quality of Life

- Provide essential public safety infrastructure and services which ensure the safety of the entire community. (Q2) 2012
- Maintain and further develop programs and partnerships necessary to support and promote a healthier community, including: access to health care and community-based human services. (Q3) rev. 2013
- Enhance and support amenities that provide social offerings for residents and visitors of all ages. (Q4) rev. 2013

### Environment

- Reduce our carbon footprint, realize energy efficiencies, and be a catalyst for renewable energy, including: solar. (EN4) 2012

### Governance

- Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (G2) 2012
- Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices. (G4) 2012
- 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) 2012

## Strategic Initiatives

October 1, 2011 – December 31, 2013

1. Evaluate opportunities to maximize utilization of Tourism Development taxes and to enhance effectiveness of County support of cultural activities, including management review of COCA (EC4,Q4,G5) 2012	Complete
2. Fund Sheriff's operations, containing law enforcement, corrections, emergency management, and enhanced 9-1-1 (Q2) 2012	Ongoing
3. Support of Regional Trauma Center (Q3) 2012	Ongoing
4. Institute financial self-service module, document management, and expanded web-based capabilities in Banner system (EN4,G2) 2012	Complete
5. Revise program performance evaluation and benchmarking (G5) 2012	Ongoing
6. Maintain a work environment free from the influence of alcohol and controlled illegal substances through measures including drug and alcohol testing (Q2,G4) 2012	Ongoing
7. Support employee Safety Committee (G4) 2012	Ongoing
8. Conduct management reviews (G5) 2012	Ongoing
9. Provide and enhance procurement services and asset control (G5) 2012	Ongoing
10. Develop an annual balanced budget and Capital Improvement Program (G5) 2012	Ongoing
11. Develop financial strategies to eliminate general revenue subsidies for business operations (i.e., Stormwater, Solid Waste and Transportation programs) (G5) 2013	Complete
12. Consider approval of the local option to increase the Senior Homestead Exemption to \$249,999 for qualified seniors (G5) 2012	Complete
13. Extend the term of Leon County's Local Preference Ordinance (EC7) 2013	Complete

Office of Financial Stewardship  
Business Plan

- |   |         |
|---|---------|
| 14. Leverage Grant Opportunities with community partners. (Q3, G5) 2012   | Ongoing |
| 15. Implement strategies to maximize grant funding opportunities, including institute Grants Team. (G5) 2012  | Ongoing |
| 16. Implement strategies to maximize grant funding opportunities, including: develop and institute an integrated grant application structure. (G5) 2012 | Ongoing |

Actions

- |   |                 |
|---|-----------------|
| 1. The COCA management review was presented to the Board at the November 13, 2012 Board meeting. OMB will continue to support Tourist Development regarding accurate revenue forecasts. (EC4, Q4, G5)   | OMB             |
| 2. Provide updated and accurate information to County Administration and the Board of County Commissioners regarding the Sheriff's funding requests to ensure adequate resources are provided for public safety. (Q2, G5)   | OMB             |
| 3. Provide accurate information to County Administration and the Board of County Commissioners regarding funding requests for the Regional Trauma Center including the leveraging of state healthcare grant dollars. (Q3, G5)   | OMB             |
| 4. Continue participation and interaction with the Banner Team to ensure adequate resources are provided to keep the financial, personnel and financial management system (Banner) operating in the most efficient manner for the organization. (EN4, G2)               | Purchasing/OMB  |
| 5. Assist and provide resources to departments and divisions in developing and refining performance measures that provide relevant outcomes that are aligned with the County's vision, mission and strategic priorities. (G2, G5)                                       | OMB             |
| 6. Continue to provide adequate resources to Risk Management and Human Resources in order to continue the necessary alcohol and drug monitoring for employees with commercial drivers licenses and new hires. (Q2)  | Risk Management |
| 7. Continue chairing the County Safety Committee to ensure compliance with adopted safety policies to ensure a safe work environment to reduce injuries and workers' compensation claims. (Q2, G4)  | Risk Management |
| 8. As requested by the Board of County Commissioners and/or the County Administrator conduct thorough management reviews to ensure the best utilization of County resources and recommend operational efficiencies. (G2,G5)   | OMB             |
| 9. Monitor procurement process and asset management system to ensure the greatest utilization of county expenditures for services, and make recommendations for improvements when necessary. (G5)   | Purchasing      |
| 10. Ensure the development of the annual budget conforms to the state statutory guidelines, and provide the Board pertinent information at workshops regarding funding requests and available revenues. (G5)  | OMB             |
| 11. Present studies conducted to the Board of County Commissioners on the cost of providing solid waste, stormwater and transportation services, and the charge amount necessary to eliminate the general fund subsidy. (G5)  | OMB             |
| 12. The Board adopted an ordinance to provide an additional homestead exemption of up to \$249,999 for eligible low-income senior citizens who own and have lived in homesteaded property for 25 years. (G5)  | OMB             |
| 13. The Board adopted an ordinance to extend the provision of the Local Preference Ordinance in relation to bidding of construction services for more than \$250,000. (EC7)   | Purchasing      |
| 14. Develop a formalized outreach program outlining the process to work with community partners to leverage grant opportunities, including the provision of requested letters of support. (G1, G5)  | Grant           |
| 15. Assemble a Grants Team with representatives from OMB, Public Works, IDA, HSCP, and other departments to utilize the ECivis Grants Research/Management software package (included in proposed budget). (G5)  | Grant           |
| 16. Through additional funding allocation by the Board purchase Grant Tracking Software and develop a formalized application process to work with community partners to leverage grant opportunities, including the provision of requested letters of support. (G1, G5) | Grant           |

## Office of Financial Stewardship Business Plan

Performance  
Measures

- G2 % of departmental performance measures reviewed
- G2 # of program management reviews performed
- Q2 % change in workers' compensation claims from prior year
- G2 \$ amount of Central Purchasing Office purchases per Central Purchasing FTE
- G5 % of bids protests to total solicited bids
- G2 % of total dollar value of warehouse issuances equal to operating costs
- G5 # of pre-bids meetings held to provide information to potential vendors on County projects

Leon County Fiscal Year 2014 Adopted Budget

Office of Financial Stewardship

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	1,016,162	964,231	1,049,390	-	1,049,390	1,047,932
Operating	186,420	232,138	236,244	-	236,244	238,945
Transportation	3,017	10,007	4,842	-	4,842	4,842
Capital Outlay	10,386	-	-	-	-	-
<b>Total Budgetary Costs</b>	<b>1,215,985</b>	<b>1,206,376</b>	<b>1,290,476</b>	<b>-</b>	<b>1,290,476</b>	<b>1,291,719</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Office of Management and Budget	557,197	576,090	674,550	-	674,550	677,733
Purchasing	457,583	400,796	382,262	-	382,262	380,387
Risk Management	201,205	229,490	233,664	-	233,664	233,599
<b>Total Budget</b>	<b>1,215,985</b>	<b>1,206,376</b>	<b>1,290,476</b>	<b>-</b>	<b>1,290,476</b>	<b>1,291,719</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	1,014,780	976,886	1,056,812	-	1,056,812	1,058,120
501 Insurance Service	201,205	229,490	233,664	-	233,664	233,599
<b>Total Revenues</b>	<b>1,215,985</b>	<b>1,206,376</b>	<b>1,290,476</b>	<b>-</b>	<b>1,290,476</b>	<b>1,291,719</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Office of Management and Budget	7.90	7.00	7.00	-	7.00	7.00
Purchasing	7.00	6.00	6.00	-	6.00	6.00
Risk Management	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>15.90</b>	<b>14.00</b>	<b>14.00</b>	<b>-</b>	<b>14.00</b>	<b>14.00</b>

**Office of Management and Budget (001-130-513)**

<b>Goal</b>	The mission of the Office of Management & Budget is to continuously enhance the quality of County services by optimizing the use of County financial resources through the effective provision of planning, policy analysis, budget development, budget implementation and program evaluation services to benefit citizens, elected officials and staff.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide financial management assistance to the County Administrator and other departments.</li> <li>2. Responsible for the development, monitoring, and control of the annual operating budget and capital improvement program.</li> <li>3. Forecast and monitor County revenues.</li> <li>4. Responsible for the County's annual Truth-in-Millage (TRIM) process.</li> <li>5. Conduct research, fiscal policy analysis for special projects, and management reviews as requested by the County Administrator and Board.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 125 "County Government"; Florida Statute, Chapter 129 "County Annual Budget"; Florida Statute, Chapter 200 "Determination of Millage"
<b>Advisory Board</b>	Financial Investment Advisory Committee; Investment Oversight Committee; Blueprint 2000 Finance Committee

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G5	Net Budget Per Countywide Resident*	1:\$724	1:\$1064*

\*Benchmark is generated from the average net budget per county resident of Like-Sized Counties. Benchmarked Counties include: Alachua, Lake, Escambia, Marion, St. Lucie, Osceola, and Manatee.

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 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)	99%	99%	99%	99%
G2	Process budget amendment requests within 2 business days of the next scheduled Board meeting (% is an estimate)	98%	98%	100%	99%
G5	Develop and print 2 semi-annual performance reports by May 30 and November 30	2	1	2	2
G2	Review all agenda items in less than 2 days 95% of the time	95%	95%	98%	98%

**Office of Management & Budget (001-130-513)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	481,325	503,400	597,364	-	597,364	597,846
Operating	65,487	72,690	77,186	-	77,186	79,887
Capital Outlay	10,386	-	-	-	-	-
<b>Total Budgetary Costs</b>	<b>557,197</b>	<b>576,090</b>	<b>674,550</b>	<b>-</b>	<b>674,550</b>	<b>677,733</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	557,197	576,090	674,550	-	674,550	677,733
<b>Total Revenues</b>	<b>557,197</b>	<b>576,090</b>	<b>674,550</b>	<b>-</b>	<b>674,550</b>	<b>677,733</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Management & Budget Analyst	2.00	2.00	1.00	-	1.00	1.00
Assistant County Administrator	0.90	-	-	-	-	-
Grants Program Coordinator	-	-	1.00	-	1.00	1.00
Management & Budget Technician	1.00	1.00	1.00	-	1.00	1.00
Dir. of Fin. Stewardship	1.00	1.00	1.00	-	1.00	1.00
Sr Management & Budget Analyst	2.00	2.00	1.00	-	1.00	1.00
Principal Management & Budget Analyst	1.00	1.00	2.00	-	2.00	2.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>7.90</b>	<b>7.00</b>	<b>7.00</b>	<b>-</b>	<b>7.00</b>	<b>7.00</b>

The major variances for the FY 2014 Office of Management & Budget's budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014. These increases do not consider any employee salary adjustments.
2. Salary increase associated with staff turnover in the amount of \$14,512.
3. Salary increase associated with the realignment of the Grant Coordinator position to OMB in the amount of \$127,681.
4. Contracts or other obligations for continuity of services in the amount of \$10,147 including:  
GovMax licensing software agreement increase of 3% (\$1,147).  
GovMax support realigned from the CIP budget to the operating budget in the amount of \$9,000.

**Decreases to Program Funding:**

1. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$6,796.
2. Salary decrease associated with realignment and reclassification of a Management & Budget Analyst position to Special Projects Coordinator in Strategic Initiatives in the amount of \$60,937.

**Purchasing Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	440,125	365,445	352,496	-	352,496	350,621
Operating	14,441	25,344	24,924	-	24,924	24,924
Transportation	3,017	10,007	4,842	-	4,842	4,842
<b>Total Budgetary Costs</b>	<b>457,583</b>	<b>400,796</b>	<b>382,262</b>	<b>-</b>	<b>382,262</b>	<b>380,387</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Procurement (001-140-513)	294,938	230,626	288,365	-	288,365	286,965
Property Control (001-142-513)	43,263	47,026	-	-	-	-
Warehouse (001-141-513)	119,382	123,144	93,897	-	93,897	93,422
<b>Total Budget</b>	<b>457,583</b>	<b>400,796</b>	<b>382,262</b>	<b>-</b>	<b>382,262</b>	<b>380,387</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	457,583	400,796	382,262	-	382,262	380,387
<b>Total Revenues</b>	<b>457,583</b>	<b>400,796</b>	<b>382,262</b>	<b>-</b>	<b>382,262</b>	<b>380,387</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Procurement	4.00	3.00	4.00	-	4.00	4.00
Warehouse	2.00	2.00	2.00	-	2.00	2.00
Property Control	1.00	1.00	-	-	-	-
<b>Total Full-Time Equivalent (FTE)</b>	<b>7.00</b>	<b>6.00</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>6.00</b>

**Purchasing – Procurement (001-140-513)**

<b>Goal</b>	The goal of the Procurement Program is to provide: 1) timely and professional procurement services to secure requested supplies, services, and commodities at a specified level of quality and at the lowest possible cost, through open and fair competition; and 2) an exemplary records and management control program for the tangible personal property of Leon County.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Review all purchasing activity for compliance with Purchasing Policy and applicable state laws.</li> <li>2. Process requisitions and purchase orders and assist departments/divisions with technical information, quotes, and purchasing related requests.</li> <li>3. Obtain price quotes, prepare and receive informal bids, review state and cooperative purchasing contracts for vendor sources and best pricing.</li> <li>4. Provide accounts payable assistance to vendors and staff.</li> <li>5. Prepare, advertise, and receive bids and Requests for Proposals (RFP's), and coordinate the evaluation processes for those bids and RFP's.</li> <li>6. Administer the County procurement card program: provide cardholder training, card management, and audits of card activity.</li> <li>7. Implement and provide contract management services for County-wide services contracts such as uniforms.</li> <li>8. Administer the County property control program: maintain property control records, perform and reconcile property inventory, and provide technical assistance to Property Custodians.</li> </ol>
<b>Statutory Responsibilities</b>	Leon County Board of County Commissioners Purchasing and Minority Business Enterprise Policy (revised 2/12/13), Purchasing Card Policy (revised 2/12/13), and Tangible Personal Property Policy (revised 6/13/06); Florida Statute, Chapter 255 "Public Property and Publicly Owned Buildings"; Florida Statute, Chapter 274 "Tangible Personal Property"; Florida Statute, Chapter 287 "Public Procurement."
<b>Advisory Board</b>	N/A

Benchmarking				
Priorities	Benchmark Data	Leon County	ICMA Mean	ICMA Median
G2, G4	\$ amount of Central Purchasing purchases per Central Purchasing FTE (millions)	\$31.9	\$20.5	\$13.0
G2, G5	% of Purchasing Conducted with Purchasing Card	4.89%	5.87%	2.56%

International City/County Management Association Comparable Performance Measurement 2010

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
G2, G5	% of completed requisitions for purchase orders processed within 2 days of receipt	100%	100%	100%	100%
G2, G4, G5	# of bids/RFPs processed within 45 work days of receipt of request	100%	100%	100%	100%
G2, G5	# of Purchase Orders Issued	3,545	2,863	2,625	2,550
G2, G5	\$ Volume of Purchase Orders Issued (millions)	\$70.4	\$107	\$93.9	\$79
G2, G4	\$ Amount of Central Purchasing Office purchases per Central Purchasing FTE (3.35 FTE allocated) (millions)	\$ 18.8	\$31.9	\$28.05	\$23.6
G2, G5	# of Bids Issued	61	64	70	65
G2, G5	Purchasing Card Volume	\$2,877,767	\$5,502,704	\$5,846,956	\$5,905,426
G5	Purchasing Card Rebate	\$27,850	\$77,037	\$81,857	\$82,675
G2, G5	# of Assets at Year End	6,500	6,735	5,200	5,300
G2, G5	Year End Total Asset Value (millions)	\$50	\$52.4	\$44	\$45
G2, G5	# of Surplus Auctions	49	20	30	25
G2, G5	\$ Value of Auction Proceeds	\$202,500	\$183,879	\$250,000	\$200,000

**Purchasing - Procurement (001-140-513)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	283,309	211,311	264,403	-	264,403	263,003
Operating	11,629	19,315	22,120	-	22,120	22,120
Transportation	-	-	1,842	-	1,842	1,842
<b>Total Budgetary Costs</b>	<b>294,938</b>	<b>230,626</b>	<b>288,365</b>	<b>-</b>	<b>288,365</b>	<b>286,965</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	294,938	230,626	288,365	-	288,365	286,965
<b>Total Revenues</b>	<b>294,938</b>	<b>230,626</b>	<b>288,365</b>	<b>-</b>	<b>288,365</b>	<b>286,965</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Dir of Purchasing	1.00	1.00	1.00	-	1.00	1.00
Property Control Specialist	-	-	1.00	-	1.00	1.00
Purchasing Agent	1.00	1.00	1.00	-	1.00	1.00
Contract Manager	1.00	-	-	-	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>4.00</b>	<b>3.00</b>	<b>4.00</b>	<b>-</b>	<b>4.00</b>	<b>4.00</b>

The major variances for the FY 2014 Procurement budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the Purchasing Division reorganization that consolidates Property Control with Procurement and realigns the Property Control Specialist position to Procurement in the amount of \$45,666. Additional increases are reflected in the costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.

**Decreases to Program Funding:**

1. With the inclusion of \$3,470 in FY13 Operating expenditures from Property Control, a net decrease results from rental and leasing costs associated with savings from the county-wide centralization of copier services and Communication costs in the amount of \$665.  
 2. With the inclusion of \$2,052 in FY13 Transportation expenditures from Property Control, a net decrease results from costs associated with vehicle insurance, repairs, and fuel in the amount of \$210.

**Purchasing – Warehouse (001-141-513)**

<b>Goal</b>	The goal of the Warehouse Program is to procure, stock, and issue high turnover type items to facilitate the work routines of County departments.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Issue supplies and materials from Warehouse and Office Supply Center inventories.</li> <li>2. Procure materials and supplies for Warehouse, Office Supply Center, and County customers.</li> <li>3. Provide forklift services for other departments.</li> <li>4. Deliver inter-departmental, special, and U.S. mail to County facilities.</li> <li>5. Process purchase requisitions for Fleet Management and Operations Divisions and provide back-up to Procurement as needed.</li> <li>6. Assist County staff with identifying vendors and sourcing needed items.</li> </ol>
<b>Statutory Responsibilities</b>	Leon County Board of County Commissioners Purchasing and Minority Business Enterprise Policy (revised 2/12/13) and Tangible Personal Property Policy (revised 6/13/06); Florida Statute, Chapter 274 "Tangible Personal Property"; Florida Statute, Chapter 287 "Public Procurement."
<b>Advisory Board</b>	N/A

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G2, G5	Inventory Turnover Rate (sales / inventory value)	2.6%	Greater than or equal to 1.5%
G2, G5	Annual inventory loss/gain (to measure operational accuracy)	.045%	Less than 1.5% +/-

Benchmark Sources: National Institute of Governmental Purchasing, Inc. (NIGP)

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate <sup>1</sup>	FY 2014 Estimate <sup>1</sup>
G2, G5	Cost per issuance	\$11.73	\$8.16	\$8.12	\$6.48
G2, G5	Operational cost % of total dollar value of issuances (expenses / \$ value of issuances)	31.49%	20.33%	22.06%	18%
G2, G5	# of issuances	16,172	15,180	14,980	14,200
G2, G5	\$ volume of issuances	\$602,512	\$609,394	\$540,990	502,000

Notes:  
 1. Estimates for FY13 and FY14 are expected to decrease due to the increase in usage of purchasing cards by County staff decreasing the need for certain inventory in the Warehouse.

**Purchasing - Warehouse (001-141-513)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	115,461	112,630	88,093	-	88,093	87,618
Operating	1,912	2,559	2,804	-	2,804	2,804
Transportation	2,009	7,955	3,000	-	3,000	3,000
Total Budgetary Costs	119,382	123,144	93,897	-	93,897	93,422
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	119,382	123,144	93,897	-	93,897	93,422
Total Revenues	119,382	123,144	93,897	-	93,897	93,422
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Materials Management Spec.	1.00	2.00	2.00	-	2.00	2.00
Warehouse Supervisor	1.00	-	-	-	-	-
Total Full-Time Equivalentents (FTE)	2.00	2.00	2.00	-	2.00	2.00

The major variances for the FY 2014 Warehouse budget are as follows:

**Increases to Program Funding:**

1. Contracts or other obligations for uniforms and safety shoes in the amount of \$245

**Decreases to Program Funding:**

1. Personnel Services costs associated with changes in personnel. This decrease is offset by an increase in costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$4,955.

**Purchasing - Property Control (001-142-513)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	41,355	41,504	-	-	-	-
Operating	900	3,470	-	-	-	-
Transportation	1,008	2,052	-	-	-	-
<b>Total Budgetary Costs</b>	<b>43,263</b>	<b>47,026</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	43,263	47,026	-	-	-	-
<b>Total Revenues</b>	<b>43,263</b>	<b>47,026</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Property Control Specialist	1.00	1.00	-	-	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

The major variances for the FY 2014 Property Control budget are as follows:

Costs associated with the Purchasing Division reorganization that consolidates Property Control with Procurement and realigns the Property Control Specialist position with corresponding Operating and Transportation expenditures can be found within Procurement.

### Risk Management (501-132-513)

<b>Goal</b>	The goal of Risk Management is to provide our customers with courteous and professional services in the risk management area.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Plan, evaluate and identify insurable risks and loss potential, and review current insurance trends and legislation to modify risk coverage.</li> <li>2. Prepare, negotiate and coordinate all the County's insurance programs.</li> <li>3. Directly administer all insurance programs with the exception of employee health coverage.</li> <li>4. Coordinate and participate in all investigations, accidents and injuries that involve County employees on County maintained or owned facilities and/or properties. Review all reported workers' compensation injuries, near accidents and/or misses, over utilization, abuses, and circumstances surrounding all claims and periodically visiting the employee to ascertain their status.</li> <li>5. Maintain, process, and record all insurance or damage claims filed against the County and liaisons with the appropriate insurance carriers.</li> </ol>
<b>Statutory Responsibilities</b>	Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964; The Americans with Disabilities Act Title I; Vietnam Era Veterans' Readjustment Assistance Act of 1974; Mental Health Parity Act of 1996; Florida Statute, Chapter 110.227 "Suspension, Dismissals, Reduction in Pay, Demotions, Transfers, and Layoffs"; Florida Statute, Chapter 112.313, Code of Ethics, Chapter 440 "Workers' Compensation."
<b>Advisory Board</b>	Executive Board Member of the North Florida Safety Council; Leon County Safety Committee; Leon County Wellness Team

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
G5	Investigate worker's compensation accidents and report findings and corrective action	126	150	125	140
G5	Provide one safety/loss control training quarterly as training needs are identified by program areas	7	4	4	4
G5	Investigate auto accidents and report findings and corrective action	8	18	10	12
G5	Coordinate Safety Committee monthly to identify accidents trends and recommend preventative training as appropriate	12	12	12	12

**Risk Management (501-132-513)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	94,713	95,386	99,530	-	99,530	99,465
Operating	106,492	134,104	134,134	-	134,134	134,134
<b>Total Budgetary Costs</b>	<b>201,205</b>	<b>229,490</b>	<b>233,664</b>	<b>-</b>	<b>233,664</b>	<b>233,599</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
501 Insurance Service	201,205	229,490	233,664	-	233,664	233,599
<b>Total Revenues</b>	<b>201,205</b>	<b>229,490</b>	<b>233,664</b>	<b>-</b>	<b>233,664</b>	<b>233,599</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Risk Manager	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

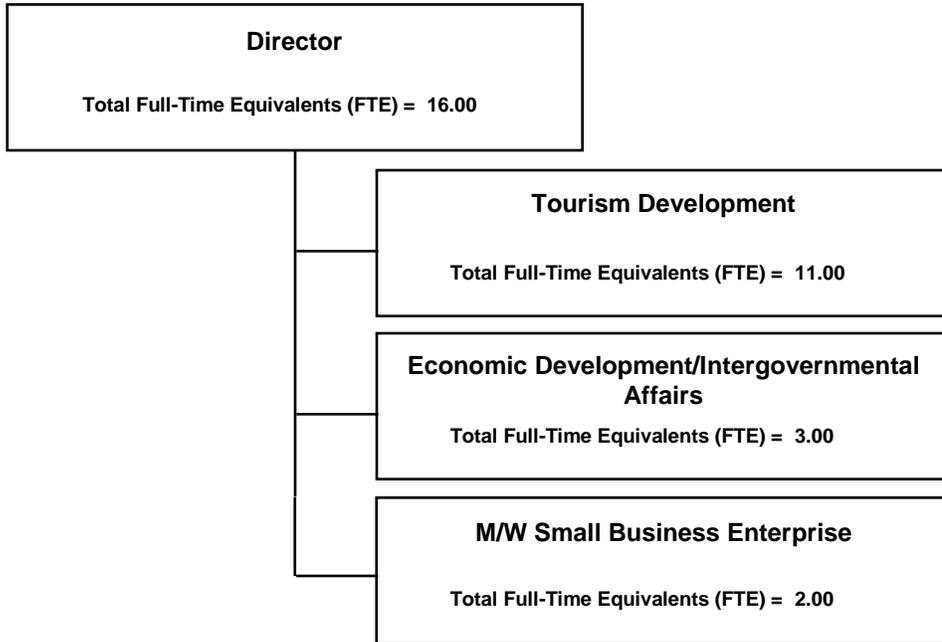
The major variances for the FY 2014 Risk Management budget are as follows:

Increase to Program Funding:

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.



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## **Executive Summary**

The Office of Economic Development and Business Partnerships section of the Leon County FY 2014 Annual Budget is comprised of Economic Development/Intergovernmental Affairs, Minority/Women Small Business Enterprise (MWSBE) and Tourism Development.

The Department of Economic Development/Intergovernmental Affairs coordinates economic development activities and the County's legislative priorities. MWSBE develops business opportunities for minorities, women, and small businesses. Tourism Development promotes the Tallahassee-Leon County area through tourism advertising, public relations, direct sales, visitor service functions, and marketing research.

As part of the Leon LEADS Strategic Planning process, the Office of Economic Development and Business Partnerships Business Plan was revised to communicate the continued alignment of the Board's strategic priorities and identified strategic 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 will serve as a gauge to assist the department in measuring outcomes of the plan. Due to Tourist Development expanding bed tax funds dedicated to increasing tourism and promoting Leon County as a visitor destination, this section also includes a separate Business Plan for Tourism Development.

### HIGHLIGHTS

In an effort to enhance the area's economic development, the Office of Economic Development hosted a Commercialization and Technology Transfer Stakeholder Forum that brought many community leaders into a think-tank environment. More than 40 participants joined to identify several needs to foster business growth and stimulate entrepreneurship. This led to the development of a proposed Urban Incubator at the Amtrak Warehouse: Station TLH. Additionally, the Office of Economic Development is currently engaged in a public/private partnership with Imagine Tallahassee to conduct a visioning exercise under the guidance of a national consulting firm. This effort was financed with private funds. Imagine Tallahassee will ultimately provide the Sales Tax Committee a compass for future economic development investment in our community. Following the Imagine Tallahassee initiative, the Sales Tax Committee will determine its final recommendations as they relate to the allocation of funds toward economic development and infrastructure projects. These recommendations will be presented to the County and City Commissions.

Intergovernmental Affairs continues to develop an annual Federal and State legislative priority package for Board approval as well as coordinating and implementing special projects as requested by the Board. This division staffs the Leon County Sales Tax Committee, the 18 member citizen group appointed and charged with the responsibility of making recommendations on issues related to the proposed extension of the one-cent infrastructure sales tax. Additionally, legislative lobbying funding is provided to support the County's state and federal legislative priorities and to preempt legislation that threatens Leon County or local decision making.

The Minority/Women and Small Business Enterprise (MWSBE) Division continues to identify procurement opportunities for minority, women, and small businesses, in various categories including construction, professional services, continuing supplies, and other services. In addition, the MWSBE Division monitors contractual activities and updates the web-based interactive MWSBE Directory for County vendors on a monthly basis.

Celebrating the diverse selection of dining options and the city's growing reputation as a culinary destination, Tourism Development launched Capital Cuisine Restaurant Week and Concert Series in partnership with the Florida Restaurant & Lodging Association and VISIT FLORIDA. A total of 38 restaurants participated in May's Capital Cuisine event, which showed a significant economic impact with direct expenditures of over one million dollars.

# Economic Development & Business Partnerships Business Plan

**Mission Statement**

The mission of the Leon County Office of Economic Development & Business Partnerships is to guide the County’s economic development efforts in coordination with the private sector and community stakeholders by fostering fair and open competition, conducting extensive outreach to assist vendors in navigating and competing in today’s marketplace, and leveraging existing resources to maximize the infusion of financial capital in to the local community.

**Strategic Priorities**

**Economy**

- Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (EC1) 2012
- Support business expansion and job creation, including: the implementation of the Leon County 2012 Job Creation Action Plan, to include evaluating the small business credit program. (EC2) 2012
- Strengthen our partnerships with our institutions of higher learning to encourage entrepreneurship and increase technology transfer and commercialization opportunities, including: the Leon County Research and Development Authority and Innovation Park. (EC3) 2012
- Grow our tourism economy, its economic impact and the jobs it supports, including: being a regional hub for sports and cultural activities. (EC4) 2012

**Quality of Life**

- Maintain and enhance our recreational offerings associated with parks and greenway system for our families, visitors and residents. (Q1) Revised 2013
- Maintain and further develop programs and partnerships necessary to support and promote a healthier community, including: access to health care and community-based human services. (Q3) Revised 2013
- Enhance and support amenities that provide social offerings for residents and visitors of all ages. (Q4) Revised 2013

**Environment**

- Reduce our carbon footprint, realize energy efficiencies, and be a catalyst for renewable energy, including: solar. (EN4) 2012

**Governance**

- Sustain a culture of transparency, accessibility, accountability, civility and the highest standards of public service. (G1) 2013
- Sustain a culture that respects, engages, and empowers citizens in important decisions facing the community. (G3) 2012
- 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) 2012

**Strategic Initiatives**

October 1, 2011 – December 31, 2013

- |   |          |
|---|----------|
| 1. Evaluate sales tax extension and associated community infrastructure needs through staff support of the Leon County Sales Tax Committee. (EC1,G3,G5) 2012                      | Complete |
| 2. Evaluate start-up of small business lending guarantee program. (EC2) 2012  | Complete |
| 3. Identify local regulations that may be modified to enhance business development. (EC2) 2012  | Ongoing  |
| 4. Implement Leon County 2012 Job Creation Plan. (EC2) 2012   | Ongoing  |
| 5. Implement strategies that support Innovation Park and promote commercialization and technology transfer, including being a catalyst for a stakeholder’s forum. (EC2, EC3) 2012 | Ongoing  |
| 6. Evaluate competitive sports complex engagement with partners such as KCCI. (EC4,Q1,Q4) 2012  | Ongoing  |
| 7. Partner with and support Economic Development Council. (EC2) 2012  | Ongoing  |
| 8. Partner with City, EDC, and State to support Qualified Targeted Industry Program. (EC2) 2012   | Ongoing  |
| 9. Partner with City and EDC to support Targeted Business Industry Program. (EC2) 2012  | Ongoing  |
| 10. Partner with and support Frenchtown /Southside Redevelopment Area. (EC2) 2012   | Ongoing  |
| 11. Partner with and support Downtown Redevelopment Area. (EC2) 2012  | Ongoing  |

Leon County Fiscal Year 2014 Adopted Budget

Economic Development & Business Partnerships

Strategic Initiatives	12. Support and consider recommendations of Town and Gown Relations Project. (EC3) 2012	Ongoing
	13. Implement strategies which promote access, transparency, and accountability, including explore providing on- demand –“Get Local Videos”. (G1) 2012	Ongoing
	14. Develop a proposed economic development component for the Sales Tax extension being considered. (EC1,G3,G5) 2013	Ongoing
Actions	1. Prepare workshop materials for Board consideration on the extension of the infrastructure surtax including capital project needs and economic development opportunities. Continue to provide staff support for the Sales Tax Committee. (EC1, G5)	EDBP, PLACE, Public Works, DSEM, OMB
	2. A. Identify shelf-ready incentives, including small business loan guarantees, to support business expansion and job creation. (EC2)	EDBP, MWSBE,EDC,
	B. Expand training, networking, and outreach opportunities in the local market area in order to increase the number of certified MWSBE vendors. (EC2)	City, State DEO, Federal SBA, local lenders
	C. Continue to provide information and technical support to enhance MWSBE utilization of procurement opportunities with Leon County. (EC2)	
	3. Identify local regulations that may be modified to enhance business development. (EC2)	CAO, DSEM,EDC
	4. Continue the implementation of the Leon County 2012 Job Creation Action Plan. (EC2)	EDBP, EDC
	5. Organize a stakeholders’ forum and serve as a catalyst in acquiring commercialization and technology transfer opportunities. (EC2)	EDBP, Economic Development Partners
	6. Present the market feasibility analysis for a visitor sports complex to the Board for consideration. (EC2, EC4)	EDBP, Tourism, KCCI
	7. Continue to support the Economic Development Council by assisting with managing the continuity of the contact and funding. (EC2)	EDBP
	8. Continue to support Qualified Targeted Industry Program by providing notification of qualified funding. (EC2)	EDBP
	9. Continue to support Targeted Business Industry Program. (EC2)	EDBP
	10. Continue to support Downtown Redevelopment Area. (EC2)	EDBP
	11. Conduct a joint County/City Commission meeting to address downtown redevelopment opportunities. (EC1)	EDBP
	12. Incorporate Town and Gown Concepts with the extension of the infrastructure sales tax. (EC1, EC3)	EDBP
13. Pursue adding video content to Comcast On-Demand highlighting the role of the County and EDC in economic development. (G1)	EDBP	
14. Enter into a public/private partnership with Imagine Tallahassee for the utilization of staff resources to conduct a community visioning exercise and action plan for the economic development portion of the infrastructure sales tax plan. (EC1,G3,G5)	EDBP, Imagine Tallahassee	
Performance Measures	G5	Percentage of MSWBE utilization annually
	G5	Percentage increase of certified MWSBE vendors annually
	G5	# of grant applications researched
	G5	\$ of grants received
	G3	# of Community Legislative Dialogue meetings coordinated and managed
	G1	# of workshops coordinated and managed

Leon County Fiscal Year 2014 Adopted Budget

Office of Economic Development & Business Partnerships

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	1,283,973	1,303,152	1,171,074	-	1,171,074	1,165,094
Operating	1,496,099	1,786,831	1,754,142	349,928	2,104,070	2,104,070
Transportation	-	4,510	6,823	-	6,823	6,823
Capital Outlay	2,340	-	-	-	-	-
Grants-in-Aid	1,622,144	1,701,403	1,854,991	284,500	2,139,491	2,037,980
<b>Total Budgetary Costs</b>	<b>4,404,556</b>	<b>4,795,896</b>	<b>4,787,030</b>	<b>634,428</b>	<b>5,421,458</b>	<b>5,313,967</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Tourism Development	3,539,737	3,856,109	3,966,638	624,428	4,591,066	4,487,341
Economic Development/Intergovernmental Affairs	683,666	707,983	597,193	10,000	607,193	603,404
M/W Small Business Enterprise	181,153	231,804	223,199	-	223,199	223,222
<b>Total Budget</b>	<b>4,404,556</b>	<b>4,795,896</b>	<b>4,787,030</b>	<b>634,428</b>	<b>5,421,458</b>	<b>5,313,967</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	1,014,819	1,089,787	970,392	10,000	980,392	976,626
160 Tourism Development	3,389,737	3,706,109	3,816,638	624,428	4,441,066	4,337,341
<b>Total Revenues</b>	<b>4,404,556</b>	<b>4,795,896</b>	<b>4,787,030</b>	<b>634,428</b>	<b>5,421,458</b>	<b>5,313,967</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Economic Development/Intergovernmental Affairs	4.00	4.00	3.00	-	3.00	3.00
M/W Small Business Enterprise	2.00	2.00	2.00	-	2.00	2.00
Tourism Development	10.00	10.00	10.00	-	10.00	10.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>16.00</b>	<b>16.00</b>	<b>15.00</b>	<b>-</b>	<b>15.00</b>	<b>15.00</b>
<b>OPS Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Tourism Development	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

**Economic Development/Intergovernmental Affairs Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	331,425	332,054	221,104	-	221,104	217,315
Operating	152,741	176,429	176,589	10,000	186,589	186,589
Grants-in-Aid	199,500	199,500	199,500	-	199,500	199,500
Total Budgetary Costs	683,666	707,983	597,193	10,000	607,193	603,404
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Economic Dev/Intergovernmental Affairs (001-114-512)	484,166	508,483	397,693	10,000	407,693	403,904
Line Item - Economic Development (001-888-552)	199,500	199,500	199,500	-	199,500	199,500
Total Budget	683,666	707,983	597,193	10,000	607,193	603,404
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	683,666	707,983	597,193	10,000	607,193	603,404
Total Revenues	683,666	707,983	597,193	10,000	607,193	603,404
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Economic Development/Intergovernmental Affairs	4.00	4.00	3.00	-	3.00	3.00
Total Full-Time Equivalents (FTE)	4.00	4.00	3.00	-	3.00	3.00

### Economic Development/Intergovernmental Affairs (001-114-512)

<b>Goal</b>	The goal of Economic Development/Intergovernmental Affairs is to effectively serve the residents of Leon County by providing leadership, coordination, and assistance to divisions to facilitate the delivery of services consistent with Board policy. This will ensure that divisions receive the resources, guidance, and support needed to provide superior services in a cost effective and efficient manner.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Responsible for guiding the County’s economic development efforts in coordination with the private sector and community stakeholders.</li> <li>2. Serve as the County’s liaison with many community stakeholders, including the Tallahassee/Leon County Economic Development Council, both chambers of commerce, Workforce Plus, Innovation Park, BigBendWorks.com, the Community Redevelopment Agency, and the Tourism Development Council.</li> <li>3. Serve the County Administrator and the Board by fostering an environment to develop policy recommendations for economic development.</li> <li>4. Develop an annual Federal and State legislative priority package for Board approval.</li> <li>5. Coordinate the County Federal and Legislative lobbying contracts.</li> <li>6. Track legislation impacting Leon County throughout the legislative session.</li> <li>7. Coordinate special projects, intergovernmental, and interdepartmental activities on behalf of County Administration.</li> <li>8. Grants Administration continues to explore and pursue federal, state, and private sector grant funding and reimbursement opportunities in furthering priority County programs and projects.</li> </ol>
<b>Statutory Responsibilities</b>	Section 125.045, F.S. was created in 2010 requiring local governments to detail their spending on economic development and submit an annual report to the state by January 15 <sup>th</sup> of each year.
<b>Advisory Board</b>	<p>The Economic Development Council’s Board of Directors</p> <p>The Economic Development and Regulatory Review LEADS Team for the Board’s 2012 Job Creation Action Plan</p>

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
G5	Leveraging ratio of grant funding to county matching dollars	1:12	1:12	1:12	1:12
G5	# of grant applications researched	32	30	50	50
G5	\$ of grants received	\$2,327,830	\$4,226,838	\$500,000	\$500,000
G3	# of Community Legislative Dialogue meetings coordinated and managed	3	3	3	3
G1	# of workshops coordinated and managed	3	5	2	2

**Economic Development/Intergovernmental Affairs (001-114-512)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	331,425	332,054	221,104	-	221,104	217,315
Operating	152,741	176,429	176,589	10,000	186,589	186,589
<b>Total Budgetary Costs</b>	<b>484,166</b>	<b>508,483</b>	<b>397,693</b>	<b>10,000</b>	<b>407,693</b>	<b>403,904</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	484,166	508,483	397,693	10,000	407,693	403,904
<b>Total Revenues</b>	<b>484,166</b>	<b>508,483</b>	<b>397,693</b>	<b>10,000</b>	<b>407,693</b>	<b>403,904</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Grants Program Coordinator	1.00	1.00	-	-	-	-
Special Projects Coordinator	-	1.00	1.00	-	1.00	1.00
Management Intern	1.00	1.00	1.00	-	1.00	1.00
Director, Office of Econ. Dev & Bus. Partnerships	1.00	1.00	1.00	-	1.00	1.00
Intergovernmental Affairs Coordinator	1.00	-	-	-	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>4.00</b>	<b>4.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>3.00</b>

The major variances for the FY 2014 Economic Development/Intergovernmental Affairs budget are as follows:

**Increases to Program Funding:**

1. Communication costs in the amount of \$160.
2. Costs associated with July 8, Workshop, Board approved increase to the Capitol Alliance Group's state lobbying contract in the amount of \$10,000.

**Decreases to Program Funding:**

1. Costs associated with a decrease in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Additional decreases reflect the realignment of the Grants Program Coordinator position to the Office of Management and Budget.

**Economic Development/Intergovernmental Affairs - Line Item - Economic Development  
(001-888-552)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Grants-in-Aid	199,500	199,500	199,500	-	199,500	199,500
Total Budgetary Costs	199,500	199,500	199,500	-	199,500	199,500
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	199,500	199,500	199,500	-	199,500	199,500
Total Revenues	199,500	199,500	199,500	-	199,500	199,500

Budget was established for contracted funding of the Economic Development Council (EDC) for services such as job creation, capital investment, and the local match investment for EFI-Qualified Target Industries (QTI).

**Minority/Women Small Business Enterprise (001-112-513)**

<b>Goal</b>	The goal of the Minority, Women, and Small Business Enterprise Program (MWSBE) is to provide minority, women, and small businesses with a means of participation in Leon County's procurement process for the purpose of achieving economic parity among all Leon County vendors.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Eliminate any policies and/or procedural barriers that inhibit MWSBE participation in the procurement process.</li> <li>2. Establish targets designed to increase MWSBE utilization proportionate to documented under-utilization.</li> <li>3. Provide increased levels of information and assistance to MWSBEs.</li> <li>4. Implement mechanisms and procedures for monitoring MWSBE compliance by prime contractors.</li> <li>5. Provide training to citizens in starting, maintaining and enhancing their level of business opportunities.</li> <li>6. Review, analyze, and submit MWSBE statements for bids and RFPs.</li> <li>7. Attend and present MWSBE information at all Purchasing pre-bid conferences.</li> <li>8. Determine the appropriate targets for all bids and RFPs.</li> <li>9. Review and approve all MWSBE Certification Applications for compliance with the Purchasing and Minority, Women and Small Business Enterprise Policy.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, 255.101 Section 2; Florida Statute, Chapter 287; Leon County Purchasing and Minority, Women and Small Business Enterprise Policy (revised 02-12-2013)
<b>Advisory Board</b>	Minority, Women, and Small Business Enterprise Citizens Advisory Committee

<b>Performance Measures</b>					
<b>Priorities</b>	<b>Performance Measures</b>	<b>FY 2011 Actuals</b>	<b>FY 2012 Actuals</b>	<b>FY 2013 Estimate</b>	<b>FY 2014 Estimate</b>
G5	Review and analyze all preliminary bids and request for proposals to determine the appropriate target within 3 days of request 95% of the time	95%	95%	95%	95%
G5	Total # of preliminary requests for proposals analyzed	61	66	62	60
G5	Attend and present MWSBE information for all Purchasing Division pre-bid conferences 95% of the time.	95%	95%	95%	95%
G1,G5	Total # of pre-bid conferences attended	26	25	28	27
G5	Reviewed, analyzed and submitted all MWSBE statements within 3 days of the bid or request for proposal closing date 95% of the time.	95%	95%	95%	95%
G5	Total # of submitted proposals reviewed	61	66	62	63
EC2	Provide training to citizens for assistance in starting, maintaining and enhancing their local business	167 <sup>1</sup>	144 <sup>1</sup>	75	75
G5	% of respondents committed to meet or exceed MWSBE Aspirational Targets	100%	100%	85%	85%
G5	% of MSWBE utilization annually <sup>2</sup>	N/A	N/A	12%	12%
G5	% increase of certified MWSBE vendors annually <sup>2</sup>	N/A	169 <sup>3</sup>	3%	3%

Notes:  
<sup>1</sup> FY11 and FY12 Actuals reported higher due to increases in external participation in programmatic training offered by the County's MWSBE staff and through local partnerships.  
<sup>2</sup> New Performance Measure.  
<sup>3</sup> FY12 Actual represents the baseline for estimated increases.

**Minority/Women Small Business Enterprise (001-112-513)**

**Advisory Board**

Minority, Women, and Small Business Enterprise Citizens Advisory Committee

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	142,175	143,945	135,290	-	135,290	135,313
Operating	38,978	87,859	87,909	-	87,909	87,909
<b>Total Budgetary Costs</b>	<b>181,153</b>	<b>231,804</b>	<b>223,199</b>	<b>-</b>	<b>223,199</b>	<b>223,222</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	181,153	231,804	223,199	-	223,199	223,222
<b>Total Revenues</b>	<b>181,153</b>	<b>231,804</b>	<b>223,199</b>	<b>-</b>	<b>223,199</b>	<b>223,222</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
MWSBE Analyst	1.00	1.00	1.00	-	1.00	1.00
MWSBE Director	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>

The major variances for the FY 2014 Minority/Women Small Business Enterprise budget are as follows:

Increases to Program Funding:

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Communication costs in the amount of \$50.

# Tourism Development Business Plan

**Mission Statement**

The mission of the Leon County Division of Tourism Development is to spearhead and coordinate the tourism related marketing and management of the destination through the coordination of the hospitality industry, local governments and the business community to sustain and grow visitor spending and job creation in the Tallahassee region.

**Strategic Priorities**

**Economy**

- Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (EC1) 2012
- Grow our tourism economy, its economic impact and the jobs it supports, including: being a regional hub for sports and cultural activities. (EC4) 2012

**Quality of Life**

- Maintain and enhance our recreational offerings associated with parks and greenway system for our families, visitors and residents. (Q1) Revised 2013
- Enhance and support amenities that provide social offerings for residents and visitors of all ages. (Q4) Revised 2013

**Strategic Initiatives**

October 1, 2011 – December 31, 2013

- |  |          |
|--|----------|
| 1. Implement strategies that promote the region as a year round destination, including: Support VIVA FLORIDA 500 (EC4) 2012                    | Complete |
| 2. Implement strategies that promote the region as a year round destination, including: Development Capital Cuisine Restaurant Week (EC4) 2012 | Complete |
| 3. Implement strategies that promote the region as a year round destination, including: Support Choose Tallahassee Initiative (EC4) 2012       | Complete |
| 4. Promote the region as a year round destination through the Fall Frenzy campaign. (EC4) 2012   | Ongoing  |
| 5. Consider programming Cascade Park amphitheatre. (Q4,EC4) 2012   | Ongoing  |
| 6. Expand, connect and promote "Tallahassee" and the regional trail system. (Q1,Q5,EC1,EC4) 2013   | Ongoing  |

**Actions**

- |  |  |
|--|--|
| 1. Develop and promote the VIVA Florida Time Capsule event. (EC4)  | Zimmerman Agency, Tourism Stakeholders   |
| 2. Expand the number of participating establishments and continue to grow the live music component to bring more visibility and visitation for further grow of Capital Cuisine Restaurant Week. (EC4)  | Restaurant/Lodging Assn., Tourism Stakeholders, VISIT FLORIDA                                    |
| 3. Further build out by adding more videos and regional trails for Trailahassee.com. (EC4)   | Trails Work Group, Zimmerman Agency  |
| 4. Work with FAMU and FSU to build both content and awareness of the Fall Frenzy campaign and all the many activities associated with football weekends in Leon County; Continue sponsorship arrangements with FAMU and FSU; target Syracuse University fan base for their first ACC visit on November 16, 2013. (EC4) | FSU, IMG Marketing, FAMU   |
| 5. Develop CapitalCityAmphitheater.com website; Book and promote a series of regional, ticketed concerts for the amphitheater in Cascades Park. (EC4) (Q4) Work closely with the Southern Shakespeare Festival group to help grow the recreation of the Shakespeare Festival into a highly successful event (EC4)      | Zimmerman Agency STAGE Committee, Management Co Shakespeare Festival Group, Chambers of Commerce |

Leon County Fiscal Year 2014 Adopted Budget

Tourism Development

	<p>6. Maximize potential for sports tourism due to the widening of the cross country course at the Apalachee Regional Park and in building support for a competitive sports complex based on the results of the feasibility study conducted by Real Estate InSync. (E4)</p>	<p>Parks Department, various community interests, chambers of commerce, City, Sports Council</p>
<p>Performance Measures</p>	<p>EC4 Percentage change in Tourist Development Tax.                  EC4 Percentage change in the number of total visitors to Leon County.                  EC4 Percentage change in the Direct Visitor Economic Impact.                  EC4 Percentage change in the number of Direct Tourism Related Jobs.                  EC4 Percentage change in Hotel Revenue.</p>	

**Tourism Development Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	810,373	827,153	814,680	-	814,680	812,466
Operating	1,304,380	1,522,543	1,489,644	339,928	1,829,572	1,829,572
Transportation	-	4,510	6,823	-	6,823	6,823
Capital Outlay	2,340	-	-	-	-	-
Grants-in-Aid	1,422,644	1,501,903	1,655,491	284,500	1,939,991	1,838,480
<b>Total Budgetary Costs</b>	<b>3,539,737</b>	<b>3,856,109</b>	<b>3,966,638</b>	<b>624,428</b>	<b>4,591,066</b>	<b>4,487,341</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
1 Cent Expenses (160-305-552)	521,494	820,800	824,743	-	824,743	857,732
Administration (160-301-552)	446,917	514,499	481,959	4,500	486,459	485,963
Advertising (160-302-552)	754,319	843,000	843,000	99,428	942,428	942,428
Council on Culture & Arts (COCA) (160-888-573)	504,500	354,500	504,500	-	504,500	504,500
Line Item - COCA Administration (001-888-573)	150,000	150,000	150,000	-	150,000	150,000
Line Item - Special Events (160-888-574)	-	-	-	134,500	134,500	-
Marketing (160-303-552)	946,048	1,023,310	1,002,436	236,000	1,238,436	1,236,718
Special Projects (160-304-552)	216,458	150,000	160,000	150,000	310,000	310,000
<b>Total Budget</b>	<b>3,539,737</b>	<b>3,856,109</b>	<b>3,966,638</b>	<b>624,428</b>	<b>4,591,066</b>	<b>4,487,341</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
160 Tourism Development	3,389,737	3,706,109	3,816,638	624,428	4,441,066	4,337,341
<b>Total Revenues</b>	<b>3,539,737</b>	<b>3,856,109</b>	<b>3,966,638</b>	<b>624,428</b>	<b>4,591,066</b>	<b>4,487,341</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administration	3.00	3.00	3.00	-	3.00	3.00
Marketing	7.00	7.00	7.00	-	7.00	7.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>-</b>	<b>10.00</b>	<b>10.00</b>
<b>OPS Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administration	0.50	0.50	0.50	-	0.50	0.50
Marketing	0.50	0.50	0.50	-	0.50	0.50
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

**Tourism Development – (160- 301,302,303,304,305- 552)**

<b>Goal</b>	The goal of the Division 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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Maximize dollars available to market the destination.</li> <li>2. Support programs and facilities that draw overnight visitors and maximize the return on investment.</li> <li>3. Increase visitation during times of the year when there is low or decreased activities.</li> <li>4. Provide effective and efficient visitor services programs.</li> <li>5. Increase the awareness of the importance of the tourism industry to local residents.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 125.0104 "Procedure for Levying Tourist Development Tax, Authorized Uses for the Tax, and Enforcement of Collection"; Leon County Code of Laws, Chapter 11, Article III "Tourist Development Tax".
<b>Advisory Board</b>	Tourist Development Council

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
EC4	Tourist Development Tax per penny	\$770,285	\$846,063	\$890,000	\$868,150
EC4	% Change in Tourist Development Tax	5.25%	10%	4.7%	3%
EC4	Number of total visitors to Leon County <sup>1</sup>	2,564,000	2,635,000	2,772,966	2,883,000
EC4	% Change in number of total visitors to Leon County	13.1%	3%	5%	4%
EC4	Total Direct Visitor Economic Impact (millions) <sup>1</sup>	\$577	\$630	\$630	\$655
EC4	% Change in Direct Visitor Economic Impact	11.4%	9.1%	0%	4%
EC4	Number of Direct Tourism Related Jobs <sup>1</sup>	12,228	13,788	13,609	14,339
EC4	% Change in the number of Direct Tourism Related Jobs	11.5%	13%	(1%)	5%
EC4	Hotel Occupancy <sup>2</sup>	53.3%	54.8%	56%	58%
EC4	Hotel Revenue (millions) <sup>2</sup>	\$91	\$94.8	\$99.3	\$103.3
EC4	% Change in Hotel Revenue	4.4%	4%	5%	4%

Notes:

1. Data provided by Bonn Marketing Research
2. Data is calculated on a calendar year basis and provided by Smith Travel Research.

**Tourism Development - Administration (160-301-552)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	312,988	320,629	306,177	-	306,177	305,681
Operating	133,929	189,360	168,959	4,500	173,459	173,459
Transportation	-	4,510	6,823	-	6,823	6,823
<b>Total Budgetary Costs</b>	<b>446,917</b>	<b>514,499</b>	<b>481,959</b>	<b>4,500</b>	<b>486,459</b>	<b>485,963</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
160 Tourism Development	446,917	514,499	481,959	4,500	486,459	485,963
<b>Total Revenues</b>	<b>446,917</b>	<b>514,499</b>	<b>481,959</b>	<b>4,500</b>	<b>486,459</b>	<b>485,963</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Assistant to the Executive Director	1.00	1.00	1.00	-	1.00	1.00
Executive Director	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>3.00</b>
<b>OPS Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
TDC Consolidated OPS	0.50	0.50	0.50	-	0.50	0.50
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>	<b>-</b>	<b>0.50</b>	<b>0.50</b>

The major variances for the FY 2014 Tourist Development Administration budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Contracts or other obligations for continuity of services in the amount of \$4,500 for the DMAI calculator which measures the economic value of an event and calculates its return on investment to local taxes.
3. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$2,313.

**Tourism Development - Advertising (160-302-552)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	754,319	843,000	843,000	99,428	942,428	942,428
Total Budgetary Costs	<u>754,319</u>	<u>843,000</u>	<u>843,000</u>	<u>99,428</u>	<u>942,428</u>	<u>942,428</u>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
160 Tourism Development	754,319	843,000	843,000	99,428	942,428	942,428
Total Revenues	<u>754,319</u>	<u>843,000</u>	<u>843,000</u>	<u>99,428</u>	<u>942,428</u>	<u>942,428</u>

The major variances for the FY 2014 Tourist Development Advertising budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the department's advertising efforts related to the Amphitheater and Trailhassee in the amount of \$99,428; Advertising for Trailhassee in niche publications (\$60,000); Trailhassee website enhancements (\$8,000); Website development for the Amphitheater at Cascades Park (\$23,428) and press event to kick off Amphitheater opening (\$8,000).

**Tourism Development - Marketing (160-303-552)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	497,385	506,524	508,503	-	508,503	506,785
Operating	416,132	490,183	477,685	236,000	713,685	713,685
Capital Outlay	2,340	-	-	-	-	-
Grants-in-Aid	30,192	26,603	16,248	-	16,248	16,248
<b>Total Budgetary Costs</b>	<b>946,048</b>	<b>1,023,310</b>	<b>1,002,436</b>	<b>236,000</b>	<b>1,238,436</b>	<b>1,236,718</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
160 Tourism Development	946,048	1,023,310	1,002,436	236,000	1,238,436	1,236,718
<b>Total Revenues</b>	<b>946,048</b>	<b>1,023,310</b>	<b>1,002,436</b>	<b>236,000</b>	<b>1,238,436</b>	<b>1,236,718</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Senior Sports Sales Manager	1.00	1.00	1.00	-	1.00	1.00
Marketing Communications Manager	1.00	1.00	1.00	-	1.00	1.00
Sports Sales Manager	1.00	1.00	1.00	-	1.00	1.00
Leisure Travel Sales Manager	1.00	1.00	1.00	-	1.00	1.00
Visitor Services Manager	1.00	1.00	1.00	-	1.00	1.00
Senior Marketing Manager	1.00	1.00	1.00	-	1.00	1.00
Meetings & Conventions Sales Manager	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>-</b>	<b>7.00</b>	<b>7.00</b>
<b>OPS Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
TDC Consolidated OPS	0.50	0.50	0.50	-	0.50	0.50
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>	<b>-</b>	<b>0.50</b>	<b>0.50</b>

The major variances for the FY 2014 Marketing budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Increases in Marketing charges related to the Management Contract for the Cascades Park Amphitheater in the amount of \$66,000 and other current charges for Amphitheater Programming and Utilities in the amount of \$70,000 for a total \$136,000 increase.
3. Costs associated with July 8, 2013 Workshop where the Board approved additional Marketing efforts for Special Events in the amount of \$100,000.

**Decreases to Program Funding:**

1. Rental and Leasing costs associated with savings from the county wide centralization of copier services in the amount of \$1,498.
2. Costs associated with programmatic and/or service level budget reductions such as Sponsorships & Contributions in the amount of \$10,355.

**Tourism Development - Special Projects (160-304-552)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Grants-in-Aid	216,458	150,000	160,000	150,000	310,000	310,000
Total Budgetary Costs	<u>216,458</u>	<u>150,000</u>	<u>160,000</u>	<u>150,000</u>	<u>310,000</u>	<u>310,000</u>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
160 Tourism Development	216,458	150,000	160,000	150,000	310,000	310,000
Total Revenues	<u>216,458</u>	<u>150,000</u>	<u>160,000</u>	<u>150,000</u>	<u>310,000</u>	<u>310,000</u>

The major variances for the FY 2014 Tourist Development Special Projects budget are as follows:

Increases to Program Funding:

1. Costs associated with Mock Trial event at the courthouse in the amount of \$10,000.
2. Costs associated with July 8, Workshop Board approved increase to Sports Grant Funding in the amount of \$25,000.
3. Costs associated with July 8, Workshop Board approved Signature Community Event Grant in the amount of \$125,000.

**Tourism Development - 1 Cent Expenses (160-305-552)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Grants-in-Aid	521,494	820,800	824,743	-	824,743	857,732
Total Budgetary Costs	521,494	820,800	824,743	-	824,743	857,732
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
160 Tourism Development	521,494	820,800	824,743	-	824,743	857,732
Total Revenues	521,494	820,800	824,743	-	824,743	857,732

The Tourist Development 1 Cent Expenses budget funds the Performing Arts Center. Revenue for this expenditure is derived from the 4th cent tourist development bed tax. The major variances for the FY 2014 budget are as follows:

Increases to Program Funding:

1. The increase in expenditures is associated with an estimated revenue increase from \$820,800 per penny in FY13 to \$824,743 in FY14.

**Tourism Development - Council on Culture & Arts (COCA) (160-888-573)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Grants-in-Aid	504,500	354,500	504,500	-	504,500	504,500
Total Budgetary Costs	<u>504,500</u>	<u>354,500</u>	<u>504,500</u>	<u>-</u>	<u>504,500</u>	<u>504,500</u>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
160 Tourism Development	504,500	354,500	504,500	-	504,500	504,500
Total Revenues	<u>504,500</u>	<u>354,500</u>	<u>504,500</u>	<u>-</u>	<u>504,500</u>	<u>504,500</u>

Budget reflects annual maximum grant level funding approved by Board to support Cultural re-granting funds from the Tourist Development 4-cent bed tax.

**Tourism Development - Line Item - COCA Administration (001-888-573)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Grants-in-Aid	150,000	150,000	150,000	-	150,000	150,000
Total Budgetary Costs	150,000	150,000	150,000	-	150,000	150,000
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
Total Revenues	150,000	150,000	150,000	-	150,000	150,000

Budget established to support Cultural re-granting administrative costs from the general fund.

**Tourism Development - Line Item - Special Events (160-888-574)**

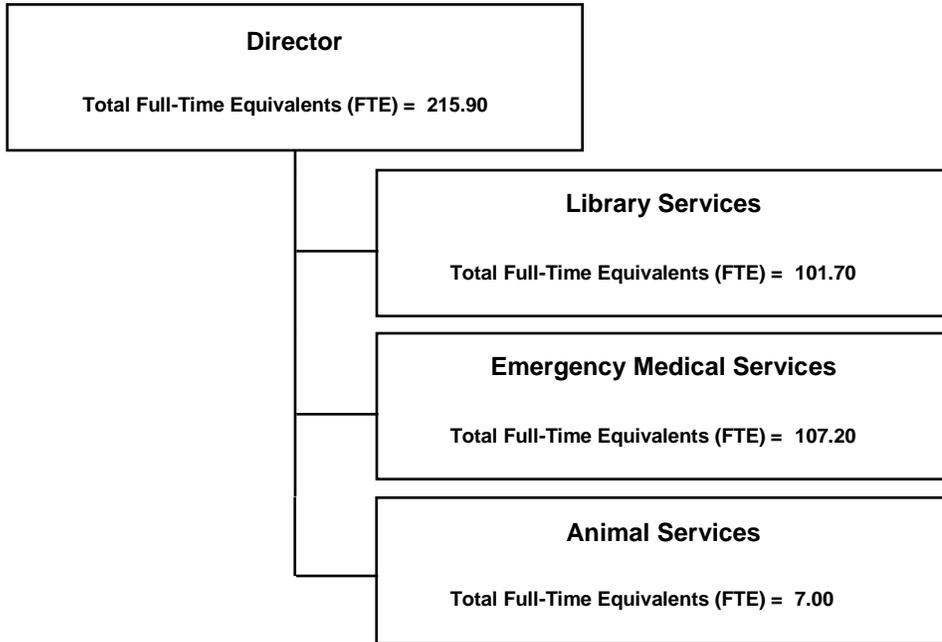
<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Grants-in-Aid	-	-	-	134,500	134,500	-
Total Budgetary Costs	-	-	-	134,500	134,500	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
160 Tourism Development	-	-	-	134,500	134,500	-
Total Revenues	-	-	-	134,500	134,500	-

The major variances for the FY 2014 Tourism Development Line Item budget are as follows:

Increases to Program Funding:

1. Costs associated with support of the Red Hills International Horse Trials in the amount of \$84,500.
2. Costs associated with July 8, 2013 Workshop where the Board approved support of the Word of the South Festival in the amount of \$50,000.

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## **Executive Summary**

The Office of Public Services section of the Leon County FY 2013/2014 Annual Budget is comprised of Library Services, Emergency Medical Services, and Animal Control.

Library Services provides the public with open access to reading and information materials. 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.

As part of the Leon LEADS Strategic Planning process, a Business Plan was revised for the Office of Public Services to communicate the continued alignment of the Board's strategic priorities and identified strategic 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 plan.

### HIGHLIGHTS

Library Services continues to provide library materials, reference and information assistance, programming for children and adults, and access to personal computers to its patrons. During FY 2013, Library Services instituted the internet fee payments and pay-for-print to manage increasing costs for Library services.

Emergency Medical Services (EMS) continues to provide award-winning services through the delivery of cost-effective emergency treatment, transportation of the sick and injured. In FY 2013, 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.

Animal Services is responsible for enforcing state and local ordinances concerning matters such as stray animals, rabies control, animal cruelty, and dangerous animals. Animal Services also provides training through the conduction of the animal bite prevention and safety program. In addition, this program administers the contract for St. Francis Wildlife.

# Office of Public Services Business Plan

**Mission Statement**

The mission of the Leon County Office of Public Services is to enrich, preserve and improve the lives of citizens and visitors to Leon County by: 1. Inspiring a love of reading, and a dynamic resource for intellectual, creative and recreational pursuits through the Division of Library Services; 2. Promoting safety through clinically superior and compassionate pre-hospital care and life safety education through the Division of Emergency Medical Services Division, and 3. Provide education, prevention, and enforcement programs and humane animal care and control services through the Division of Animal Control.

**Strategic Priorities**

**Economy**

- Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (EC1) 2012
- Ensure the provision of the most basic services to our citizens most in need so that we have a “ready workforce.” (EC6) 2012
- Focus resources to assist local veterans, especially those returning from tours of duty, in employment and job training opportunities through the efforts of County government and local partners. (EC5) 2012

**Quality of Life**

- Maintain and enhance recreational offerings associated with, parks and greenway system for our families, visitors and residents. (Q1) 2013
- Provide essential public safety infrastructure and services which ensures the safety of the entire community. (Q2) 2012
- Maintain and further develop programs and partnerships necessary to support and promote a healthier community, including: access to health care and community-based human services. (Q3) 2013

**Strategic Initiatives**

October 1, 2011 – December 31, 2013

- |   |                         |
|---|-------------------------|
| 1. Implement strategies through library system which enhance education and address the general public’s information needs, including: relocate library services into the expanded Lake Jackson branch library (EC1, EC6, Q1) 2012   | Complete<br>March 2013  |
| 2. Maintain high quality of offering through the library system, including public access to books, media, digital resources, computers, internet, reference resources, targeted programming, mobile library, and literacy training (EC1, EC6, Q1) 2012  | Ongoing                 |
| 3. Implement strategies that assist local veterans, including: Consider policy to waive EMS fees for uninsured or underinsured veterans. (EC5) 2012   | Complete<br>August 2012 |
| 4. Implement strategies to improve medical outcomes and survival rates and to prevent injuries, including: pursue funding for community paramedic. (Q5) 2012  | Ongoing                 |
| 5. Support Honor Flights (EC5) 2012   | Ongoing                 |
| 6. Enter into agreements with NFCC and TCC which establish internship programs for EMS Technology students. (EC6) 2012  | Ongoing                 |
| 7. Provide EMS Ride-Alongs. (E6) 2012   | Ongoing                 |
| 8. Provide Emergency Medical Services.(Q2, Q3) 2012   | Ongoing                 |
| 9. Support Programs which advocate for AED’s in public spaces. (Q2, Q3) 2012  | Ongoing                 |
| 10. Provide community risk reduction programs, such as AED/CPR training (Q2, Q3) 2012   | Ongoing                 |
| 11. Implement strategies to maintain and develop programs and partnerships to ensure community safety and health, including: participate in American Society for the Preservation of Cruelty to Animals (ASPCA) Partnership and participate in ASPCA ID ME Grant identification program for pets (Q2,Q3) 2012 | Ongoing                 |

Office of Public Services

Actions

- |    |  |   |
|----|--|---|
| 1. | Provide services, informational and recreational materials to use and an attractive destination for area residents and visitors at the Lake Jackson Branch Library opened summer 2012. (EC1, Q1)   | Policy, Planning & Operations and Public Services       |
| 2. | A. Provide information and access to services through the Internet and print resources for area veterans. Information Professionals providing reference services consider the needs of veterans when selecting online and other materials. Work with Leon County Veterans Services to ensure that veterans are informed of information and access available at library locations. (EC5, Q1)  | Public Services and Collection Management               |
|    | B. Emphasize job training and small-business development information and materials, both online and print resources, at all library locations. (Q1, EC6)   | Public Services   |
|    | C. Update the library online catalog to the next version recommended by SirsiDynix (library software developer and vendor). Prepare for a major change in the cataloging of library materials to Resource Description and Access (RDA) records. RDA, a new international cataloging standard designed for an electronic environment, allows description of new formats as they are developed and provides for better access to print, digital and other resources. The Library of Congress implemented RDA on March 31, 2013. (Q1, Q6) | Policy, Planning & Operations and Collection Management |
|    | D. Introduce and use social media (Facebook and Twitter) to promote library and other county activities and provide information. (Q1 Q6)   | Policy, Planning & Operations and Public Services       |
|    | E. Implement improvements in the online catalog. Introduce mobile apps for library users to access library information and the library catalog easily, and to place reserves on library materials. Implement improvement in functionality of patron library accounts, including online payment for fees and fines. (Q1 Q6)   | Policy, Planning & Operations and Collection Management |
|    | F. Review and update information on the library website. Improve the usability of downloadable services. (Q1, Q6)  | Public Services   |
|    | G. Emphasize technology and customer-service training for all library staff members, using webinars and online training tools. (Q1)  | Policy, Planning & Operations                           |
| 3. | A. Collaborate with the Division of Veterans Services on the establishment of the goals and objectives related to the development of a policy to waive EMS fees for uninsured or underinsured veterans. (EC5, Q3)  | EMS   |
|    | B. Engage community partners such as Veteran Affairs Administration to ensure the proposed policy to waive EMS fees for uninsured or underinsured veterans meets the needs of the veteran community. (EC5, Q3)   | EMS   |
|    | C. Develop the policy to waive EMS fees for uninsured or underinsured veterans based on the information collected and within the goals and objectives established, and presents the policy to the BOCC for adoption. (EC5, Q3)   | EMS   |
| 4. | A. Develop strategies and training to improve medical outcomes and survival rates and prevent Injuries. (Q2, Q3)   | EMS   |
|    | B. Develop community paramedic telemedicine program and apply for grant funding. (Q2, Q3)  | EMS   |
|    | C. Continually seek funding opportunities to provide a means of providing community paramedic telemedicine services to the community. (Q2, Q3)   | EMS   |
| 5. | Collaborate and support Honor Flight Tallahassee in the production of flights. (EC5)   | EMS   |
| 6. | Engage community partners within the medical and social services community to enhance partnerships. (Q2, Q3)   | EMS   |
| 7. | Develop strategies and training to improve medical outcomes and survival rates and prevent injuries. (Q2, Q3)  | EMS   |
| 8. | Engage citizens by providing ride along opportunities to qualifying citizens. (E6)   | EMS   |

Public Services

<b>Actions</b>	9.	Develop community partnerships to support and advocate AEDs in public spaces. (Q2, Q3)	EMS	
	10.	Develop partnerships to support and advocated AEDs in public spaces. (Q2, Q3)	EMS	
	11.	A.	Continue to participate in the Tallahassee Partnership sponsored by the ASPCA for the next 4 years to ensure community safety and health. (Q2,G2)	Animal Control
		B.	Provide education to pet owners on ordinance requirements and assistance dog owners from giving up their pet for lack of or improper shelter by providing loaner dog houses. (G2)	Animal Control
		C.	Conduct microchips identification scanning on all animals picked up to return to the owner in the field to reduce animals taken to the shelter. (Q2, G2)	Animal Control
D.		Provide pet identification tags and collars under the ASPCA ID Me Tag program to reduce umber of animals going to the shelter and increase number of pets reunited with their owner. (Q2, G2)	Animal Control	
<b>Performance Measures</b>	EC6	Percentage increase of library visits, computer use, circulation, program attendance compiled annually		
	Q1	Number of items for which the library develops the original entry for the international cataloging database		
	Q4	Percentage increase of downloads for mobile apps annually		
	EC1	Number of hits on Facebook and number of Twitter followers per promotional activities annually		
	EC5	Number of Veterans qualifying for fee waiver under the policy		
	Q2,Q3	Percentage of cardiac arrest patients who experience Return of Spontaneous Circulation (ROSC)		
	Q2,Q3	Percentage of heart attack patients transported to hospital within 30 minutes or less of patient contact		
	Q2, Q3	Percentage of myocardial infarction patients correctly identified by paramedics annually		
	Q2, Q3	Percentage of trauma alert patients correctly identified by paramedics annually		
	Q2, Q3	Number of citizens trained in CPR annually through events including "Press the Chest"		
	Q2, Q3	Number of public education events conducted annually		
	Q2, Q3	Number of public access Automated External Defibrillators (AEDs) registered		
	Q2,	% of trauma alert patients correctly identified by paramedics annually		
	Q2,	% of stoke alert patients correctly identified by paramedics annually		
	Q2	% of STEMI patients correctly identified by paramedics annually		
	Q2	% of STEMI EKGs transmitted to receiving hospital by paramedics annually		
	Q2	Return 7% of lost pets to their owners annually		
	Q2	Reduce field impounds at the Animal Shelter by 3% annually.		

Leon County Fiscal Year 2014 Adopted Budget

Office of Public Services

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	12,810,606	13,195,839	13,472,362	274,806	13,747,168	13,884,863
Operating	4,877,472	6,150,612	6,149,639	12,837	6,162,476	6,283,185
Transportation	838,915	1,017,165	832,601	-	832,601	846,245
Capital Outlay	832,258	794,555	657,005	25,128	682,133	622,505
Grants-in-Aid	71,250	71,250	71,250	3,000	74,250	74,250
<b>Total Budgetary Costs</b>	<b>19,430,501</b>	<b>21,229,421</b>	<b>21,182,857</b>	<b>315,771</b>	<b>21,498,628</b>	<b>21,711,048</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Library Services	6,145,922	6,519,641	6,655,372	(143,573)	6,511,799	6,517,933
Emergency Medical Services	12,730,719	13,544,092	13,397,757	454,430	13,852,187	14,058,459
Animal Services	553,860	1,165,688	1,129,728	4,914	1,134,642	1,134,656
<b>Total Budget</b>	<b>19,430,501</b>	<b>21,229,421</b>	<b>21,182,857</b>	<b>315,771</b>	<b>21,498,628</b>	<b>21,711,048</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	6,145,922	6,519,641	6,655,372	(143,573)	6,511,799	6,517,933
135 Emergency Medical Services	12,730,719	13,544,092	13,397,757	454,430	13,852,187	14,058,459
140 Municipal Service	553,860	1,165,688	1,129,728	4,914	1,134,642	1,134,656
<b>Total Revenues</b>	<b>19,430,501</b>	<b>21,229,421</b>	<b>21,182,857</b>	<b>315,771</b>	<b>21,498,628</b>	<b>21,711,048</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Animal Services	7.00	7.00	7.00	-	7.00	7.00
Emergency Medical Services	111.45	107.10	107.20	-	107.20	107.20
Library Services	103.70	103.70	103.70	(2.00)	101.70	101.70
<b>Total Full-Time Equivalents (FTE)</b>	<b>222.15</b>	<b>217.80</b>	<b>217.90</b>	<b>(2.00)</b>	<b>215.90</b>	<b>215.90</b>
<b>OPS Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Library Services	1.00	1.00	1.00	-	1.00	1.00
Emergency Medical Services	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>

**Library Services Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	4,679,906	5,052,649	5,184,251	(72,353)	5,111,898	5,110,879
Operating	710,500	821,738	826,327	(80,000)	746,327	759,260
Transportation	16,268	22,749	22,289	-	22,289	22,289
Capital Outlay	739,248	622,505	622,505	5,780	628,285	622,505
Grants-in-Aid	-	-	-	3,000	3,000	3,000
<b>Total Budgetary Costs</b>	<b>6,145,922</b>	<b>6,519,641</b>	<b>6,655,372</b>	<b>(143,573)</b>	<b>6,511,799</b>	<b>6,517,933</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Lib - Policy, Planning, & Operations (001-240-571)	772,550	889,927	913,577	(77,000)	836,577	848,182
Library Collection Services (001-242-571)	781,853	814,986	837,192	(42,357)	794,835	795,161
Library Extension Services (001-243-571)	2,177,472	2,332,415	2,417,263	-	2,417,263	2,417,344
Library Public Services (001-241-571)	2,414,047	2,482,313	2,487,340	(24,216)	2,463,124	2,457,246
<b>Total Budget</b>	<b>6,145,922</b>	<b>6,519,641</b>	<b>6,655,372</b>	<b>(143,573)</b>	<b>6,511,799</b>	<b>6,517,933</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	6,145,922	6,519,641	6,655,372	(143,573)	6,511,799	6,517,933
<b>Total Revenues</b>	<b>6,145,922</b>	<b>6,519,641</b>	<b>6,655,372</b>	<b>(143,573)</b>	<b>6,511,799</b>	<b>6,517,933</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Lib - Policy, Planning, & Operations	6.00	6.00	6.00	-	6.00	6.00
Library Public Services	36.70	38.70	38.20	(1.00)	37.20	37.20
Library Collection Services	13.50	13.00	13.00	(1.00)	12.00	12.00
Library Extension Services	47.50	46.00	46.50	-	46.50	46.50
<b>Total Full-Time Equivalents (FTE)</b>	<b>103.70</b>	<b>103.70</b>	<b>103.70</b>	<b>(2.00)</b>	<b>101.70</b>	<b>101.70</b>
<b>OPS Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Library Public Services	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

**Library Services – (001-240,241,242,243-571)**

<b>Goal</b>	The goal of the LeRoy Collins Leon County Public Library System is to enrich the community by inspiring a love of reading, providing a dynamic resource for intellectual, creative and recreational pursuits, and enabling residents to live a life of learning.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide library materials circulation services, including check-out, check-in, reserves, patron registration, and collection for overdue and damaged materials.</li> <li>2. Provide reference and information assistance and readers’ advisory service in person, by telephone, and online.</li> <li>3. Provide programming for children and adults. These programs include BabyTime, Story Time, book groups, author presentations and the summer reading program.</li> <li>4. Offer online services, including online catalog, requests and reserves, subscription online resources, patron account management, events calendar and information for library users.</li> <li>5. Provide public access to personal computers, internet computers and typewriters and offer beginning computer classes to the public.</li> <li>6. Offer voter registration and meeting rooms for public use.</li> <li>7. Order, receive, catalog and process all library collection materials.</li> <li>8. Maintain integrity of system catalog and participate in the national library catalog database.</li> <li>9. Maintain the public interface to the library system’s catalog.</li> <li>10. Maintain system-wide courier service.</li> </ol>
<b>Statutory Responsibilities</b>	Leon County Code, Appendix C-Special Acts, Chapter 10 "Library"; Florida Statutes, Chapter 257 "Public Libraries and State Archives"; Florida Administrative Code, Chapter 1B-2 "State Aid to Libraries Grant Program."
<b>Advisory Board</b>	Library Advisory Board

<b>Benchmarking</b>			
<b>Priorities</b>	<b>Benchmark Data</b>	<b>Leon County</b>	<b>Benchmark</b>
Q1	Cost Per Capita	\$25.14	13 <sup>th</sup> of 30
Q1	Materials Expenditures Per Capita	\$2.37	19 <sup>th</sup> of 30
Q1	Circulation Items Per Capita	7.52	9 <sup>th</sup> out of 30
Q1	Square feet Per Capita (State Standard 0.6 sf)	.46	8 <sup>th</sup> out of 30
Q1	FTE per 1,000 population	.43/1,000	9 <sup>th</sup> out of 30
Q1	Internet terminals Use per 1,000 population <sup>1</sup>	.60/1,000	11 <sup>th</sup> out of 30
Q1	# of Individual Registered Users (% of total population)	60%	46.4%

Benchmark Source: Florida Library Directory with Statistics.

Notes:

1. In previous years this Benchmark included Library Catalogue Terminals, however for FY13 those terminals were not included which decreased the number of Internet terminals.

**Library Services – (001-240,241,242,243-571)**

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
Q1	# of total Library visits	1,069,752	1,097,504	1,074,408	1,095,896
Q1	# of Library uses	4,586,343	4,501,753	4,460,819	4,531,207
Q1	# of items in Library Collection	774,825	778,308	794,386**	818,386**
Q1	# of total Material Circulation	1,894,966	1,903,511	1,882,803	1,901,631
Q1	# of total computer uses	2,691,377	2,598,242	2,578,016	2,629,576
Q1	# of new volumes cataloged	46,198	52,766***	52,000***	49,800
Q1	# of Library programs held	503	701	725	750
Q1	# of Library program attendance	27,285	30,724	33,350	36,750
EC6, Q1	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	73	74	90	200
G2	% increase in the number of downloads for mobile apps*	N/A	N/A	100%	50%****
G2	% increase in the number of hits on Facebook and the number of Twitter followers*	N/A	N/A	100%	50%****
EC1	Ensure that 75% of library staff members have the opportunity to participate in training events annually*	N/A	N/A	75%	75%

Notes: \*New Performance Measure

The two performance measures mobile app downloads and Facebook and Twitter hits are services not yet available; they are part of webpage redesign not yet implemented.

\*\*FY 2013 estimate: 794,386 items; 14,227 electronic items; total items and electronic items: 808,613

\*\*FY2014 estimate: 818,386 items; 14,827 electronic items; total items and electronic items: 833,213

\*\*\*Increase in FY 2012 and 2013 due to branch opening and expansion (Woodville and Lake Jackson)

\*\*\*\*FY2014 estimate based on assumption that technology for tracking mobile apps and the Facebook and Twitter pages will be available and operational in FY2013.

**Library Services - Lib - Policy, Planning, & Operations (001-240-571)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	371,746	407,941	430,714	-	430,714	429,944
Operating	400,804	481,986	482,863	(80,000)	402,863	415,238
Grants-in-Aid	-	-	-	3,000	3,000	3,000
<b>Total Budgetary Costs</b>	<b>772,550</b>	<b>889,927</b>	<b>913,577</b>	<b>(77,000)</b>	<b>836,577</b>	<b>848,182</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	772,550	889,927	913,577	(77,000)	836,577	848,182
<b>Total Revenues</b>	<b>772,550</b>	<b>889,927</b>	<b>913,577</b>	<b>(77,000)</b>	<b>836,577</b>	<b>848,182</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administration & 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
Administrative Associate VI	1.00	1.00	1.00	-	1.00	1.00
Library Budget & Collection Development Manager	1.00	1.00	1.00	-	1.00	1.00
Library Director	1.00	1.00	1.00	-	1.00	1.00
Library Services Specialist	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>6.00</b>

The major variances for the FY 2014 Library Policy, Planning, & Operations budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Costs associated with obligations for continuity of services, such as the Summer Reading Program, in the amount of \$3,000.

**Decreases to Program Funding:**

1. Costs associated with Board approved reductions for Branch Library Security Standardization in the amount of \$80,000.
2. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$11,617.

**Library Services - Library Public Services (001-241-571)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	1,635,304	1,819,440	1,824,467	(29,996)	1,794,471	1,794,373
Operating	39,495	40,368	40,368	-	40,368	40,368
Capital Outlay	739,248	622,505	622,505	5,780	628,285	622,505
<b>Total Budgetary Costs</b>	<b>2,414,047</b>	<b>2,482,313</b>	<b>2,487,340</b>	<b>(24,216)</b>	<b>2,463,124</b>	<b>2,457,246</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	2,414,047	2,482,313	2,487,340	(24,216)	2,463,124	2,457,246
<b>Total Revenues</b>	<b>2,414,047</b>	<b>2,482,313</b>	<b>2,487,340</b>	<b>(24,216)</b>	<b>2,463,124</b>	<b>2,457,246</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
	-	1.00	-	-	-	-
Administrative Associate IV	1.00	1.00	1.00	-	1.00	1.00
Applications Dev. Analyst	-	1.00	1.00	-	1.00	1.00
Computer Support Technician	1.00	1.00	1.00	-	1.00	1.00
Information Professional	9.00	9.50	9.50	-	9.50	9.50
Library Assistant	9.70	5.50	5.00	-	5.00	5.00
Library Services Coordinator	3.00	3.00	3.00	-	3.00	3.00
Library Services Specialist	2.00	3.00	3.00	-	3.00	3.00
Library Services Specialist	-	1.50	1.00	-	1.00	1.00
Sr. Library Assistant	4.00	2.20	2.70	-	2.70	2.70
Sr. Library Assistant	7.00	9.00	10.00	(1.00)	9.00	9.00
Sr. Library Services Specialist	-	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>36.70</b>	<b>38.70</b>	<b>38.20</b>	<b>(1.00)</b>	<b>37.20</b>	<b>37.20</b>
<b>OPS Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Library Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

The major variances for the FY 2014 Library Public Services budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014. These costs are offset by Board approved reductions for the elimination of a position associated with a reduction in Book Mobile services effective October 1, 2013 in the amount of \$29,996.
2. Capital Outlay for buffing machine to polish library DVD's and CDs in the amount of \$5,780.

**Decreases to Program Funding:**

1. Position realignment of 0.5 FTE to Library Extension Services, to make a part time position full time.

**Library Services - Library Collection Services (001-242-571)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	620,853	635,279	658,006	(42,357)	615,649	615,975
Operating	149,528	162,382	162,382	-	162,382	162,382
Transportation	11,472	17,325	16,804	-	16,804	16,804
<b>Total Budgetary Costs</b>	<b>781,853</b>	<b>814,986</b>	<b>837,192</b>	<b>(42,357)</b>	<b>794,835</b>	<b>795,161</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	781,853	814,986	837,192	(42,357)	794,835	795,161
<b>Total Revenues</b>	<b>781,853</b>	<b>814,986</b>	<b>837,192</b>	<b>(42,357)</b>	<b>794,835</b>	<b>795,161</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Courier	1.50	1.00	1.00	-	1.00	1.00
Information Professional	1.00	1.00	1.00	-	1.00	1.00
Library Services Manager	1.00	1.00	1.00	-	1.00	1.00
Library Services Specialist	8.00	8.00	8.00	-	8.00	8.00
Sr. Library Assistant	1.00	1.00	1.00	(1.00)	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>13.50</b>	<b>13.00</b>	<b>13.00</b>	<b>(1.00)</b>	<b>12.00</b>	<b>12.00</b>

The major variances for the FY 2014 Library Collection Services budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014. These costs are offset by Board approved reductions for the elimination of a position associated with a reduction in Courier services effective October 1, 2013 in the amount of \$ 42,357.

**Decreases to Program Funding:**

1. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$521.

**Library Services - Library Extension Services (001-243-571)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	2,052,003	2,189,989	2,271,064	-	2,271,064	2,270,587
Operating	120,672	137,002	140,714	-	140,714	141,272
Transportation	4,796	5,424	5,485	-	5,485	5,485
<b>Total Budgetary Costs</b>	<b>2,177,472</b>	<b>2,332,415</b>	<b>2,417,263</b>	<b>-</b>	<b>2,417,263</b>	<b>2,417,344</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	2,177,472	2,332,415	2,417,263	-	2,417,263	2,417,344
<b>Total Revenues</b>	<b>2,177,472</b>	<b>2,332,415</b>	<b>2,417,263</b>	<b>-</b>	<b>2,417,263</b>	<b>2,417,344</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Information Professional	11.00	9.00	9.50	-	9.50	9.50
Library Assistant	7.50	6.00	6.50	-	6.50	6.50
Library Services Coordinator	6.00	7.00	7.00	-	7.00	7.00
Library Services Manager	1.00	1.00	1.00	-	1.00	1.00
Library Services Specialist	4.00	2.00	1.50	-	1.50	1.50
Library Services Specialist	2.00	4.00	5.00	-	5.00	5.00
Library Special Services Coordinator	2.00	3.00	3.00	-	3.00	3.00
Literacy Project Coordinator	1.00	1.00	1.00	-	1.00	1.00
Sr. Library Assistant	7.00	5.00	4.00	-	4.00	4.00
Sr. Library Assistant	6.00	7.00	7.00	-	7.00	7.00
Sr. Library Services Specialist	-	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>47.50</b>	<b>46.00</b>	<b>46.50</b>	<b>-</b>	<b>46.50</b>	<b>46.50</b>

The major variances for the FY 2014 Library Extension Services budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Operating cost increases in rentals and leases, repairs and maintenance in the amount of \$3,712.
3. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$61.
4. Position realignment of .5 FTE from Library Public Services to make a part time position full time.

### Emergency Medical Services (135-185-526)

<b>Goal</b>	The goal of Leon County EMS Division is to provide clinically superior, compassionate, cost-effective emergency medical services to all citizens and visitors of Leon County; regardless of social economic status, utilizing the latest technologies and medical care standards, within the bounds of available resources.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide basic and advanced life support emergency medical services to the citizens and visitors of Leon County.</li> <li>2. Provide medically necessary inter-facility and critical care emergency medical services to the citizens and visitors of Leon County.</li> <li>3. Provide medical coverage at special event venues.</li> <li>4. Provide injury and disease prevention and community risk reduction training programs to citizens.</li> <li>5. Provide bystander care educational programs to citizens.</li> <li>6. Maintain the County's Heart Ready initiative through the further development of the public access automated external defibrillator (AED) program and by training citizens in cardio-pulmonary resuscitation (CPR) and AED use.</li> <li>7. Maintain a constant state of readiness to respond to major disasters, both man-made and natural.</li> <li>8. Provide administrative oversight of the six volunteer fire departments.</li> </ol>
<b>Statutory Responsibilities</b>	Article III Leon County Code of Law Chapter 401 Florida Statute Chapter 64J-1 Florida Administrative Code
<b>Advisory Board</b>	Emergency Medical Services Advisory Council

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
Q2, Q3	% of heart attack (STEMI) patients delivered to the hospital in 30 minutes or less from patient contact to hospital arrival	82.9%	85%
Q2	% of cardiac arrest patients that experience Return of Spontaneous Circulation (ROSC) upon arrival at the Emergency Room	33.6%	7%
Q2, Q3	% of requests for services that results in a patient transport	71.8%	65%

Benchmark source: American College of Cardiology, the American Heart Association, and the Florida EMSTARS Database.

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
Q2	# of calls for service responded to	31,062	32,873	34,685	35,500
Q2	# of transports made	22,597	23,593	24,020	24,620
Q2, Q3	# of public education events conducted annually	175	173	180	180
EC5	# of Veterans qualifying for fee waiver under the policy	N/A	N/A	20	10
Q2, Q3	# of citizens trained in Cardio-Pulmonary Resuscitation (CPR) / AED use annually	N/A	362	1,100	1,000
Q2, Q3	# of public access Automated External Defibrillators (AEDs) registered with the Division	N/A	748	756	780
Q2,	% of trauma alert patients correctly identified by paramedics annually*	N/A	N/A	90	90
Q2	% of stoke alert patients correctly identified by paramedics annually*	N/A	N/A	90	90
Q2	% of STEMI patients correctly identified by paramedics annually*	N/A	N/A	90	90
Q2	% of STEMI EKGs transmitted to receiving hospital by paramedics annually*	N/A	N/A	90	90

Notes:\*New Performance Measure

**Emergency Medical Services (135-185-526)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	7,734,646	7,733,474	7,868,260	347,159	8,215,419	8,354,119
Operating	4,134,744	4,720,037	4,753,752	87,923	4,841,675	4,949,451
Transportation	768,319	918,531	741,245	-	741,245	754,889
Capital Outlay	93,010	172,050	34,500	19,348	53,848	-
<b>Total Budgetary Costs</b>	<b>12,730,719</b>	<b>13,544,092</b>	<b>13,397,757</b>	<b>454,430</b>	<b>13,852,187</b>	<b>14,058,459</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
135 Emergency Medical Services MSTU	12,730,719	13,544,092	13,397,757	454,430	13,852,187	14,058,459
<b>Total Revenues</b>	<b>12,730,719</b>	<b>13,544,092</b>	<b>13,397,757</b>	<b>454,430</b>	<b>13,852,187</b>	<b>14,058,459</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
EMS Director	1.00	1.00	1.00	-	1.00	1.00
EMS Division Manager	2.00	2.00	2.00	-	2.00	2.00
EMS Field Operations Supervisor	6.00	6.00	7.00	-	7.00	7.00
EMS System Controller	4.25	4.00	4.00	-	4.00	4.00
EMS Staff Assistant	3.00	2.00	2.00	-	2.00	2.00
Emergency Medical Technician	28.00	22.00	18.00	-	18.00	18.00
Paramedic	55.00	57.00	60.00	-	60.00	60.00
EMS Supply Technician	2.00	2.00	2.00	-	2.00	2.00
EMS Quality Improv. & Educ. Manager	1.00	1.00	1.00	-	1.00	1.00
EMS Billing Coordinator	1.00	1.00	1.00	-	1.00	1.00
Medical Director	1.00	1.00	1.00	-	1.00	1.00
EMT/Paramedic Part-Time	7.20	7.10	7.20	-	7.20	7.20
Financial Analyst	-	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>111.45</b>	<b>107.10</b>	<b>107.20</b>	<b>-</b>	<b>107.20</b>	<b>107.20</b>
<b>OPS Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
EMS Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

The major variances for the FY 2014 Emergency Medical Services budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014
2. Position reclasses effective October 1, 2013 in the amount of \$347,159, adjustments for Critical Care Differentials. Entry level salaries have not been adjusted for Paramedics, EMTs, and Field Supervisors since the inception of the County operated EMS system in 2003. The salary market review and adjustments were critical to ensure Leon County properly compensates our first responders and continues to have a high performing EMS system.
3. Position reclassified from Part-Time EMT to Part-Time Paramedic and increased the FTE from .50 to .60.
4. Position reclassified from Paramedic to Field Operations Supervisor.
5. Costs associated with the obligations for continuity of services, such as equipment for training, in the amount of \$107,271.

**Decreases to Program Funding:**

1. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$177,286.

### Animal Services (140-201-562)

<b>Goal</b>	The goal of the Division of Animal Control is to improve the well-being of citizens and animals through humane education, prevention, and enforcement programs for the citizens and domestic animals of Leon County
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Rabies control in the county's unincorporated area.</li> <li>2. Patrol for stray, nuisance, or dangerous animals including humane trapping.</li> <li>3. Investigate allegations of neglect or cruelty to animals and resolve complaints.</li> <li>4. Monitors all reported animal bite or rabies suspect exposure cases in the county.</li> <li>5. State designated agency for coordination of local Animal Disaster Relief/Recovery Plan.</li> <li>6. 24 hour emergency rescue and medical care of sick, diseased or injured domestic animals.</li> <li>7. Conducts Animal Bite Prevention Program for both children and adults.</li> </ol>
<b>Statutory Responsibilities</b>	Leon County Code of Laws, Chapter 4 "Public Health, Safety and Animal related protection programs"; *Florida Statute Chapter 828 "Animals" *Florida Administrative Code, Chapter 10D-3 "Communicable Diseases" *Florida Statute, Chapter 767 "Damage by Dogs" *Florida Statute, Chapter 585 "Animal Industry" *Florida Statute, Chapter 588 "Livestock"
<b>Advisory Board</b>	Dangerous Animal Classification Committee (Leon County Code of Laws, Chapter 4) Leon County Advisory Committee (Leon County Code of Laws, Chapter 4)

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
Q2	Field deployed staff to population <sup>1</sup>	1 : 20,160	1:15,000 to 18,000

1. Calculation based on unincorporated area population; however, Leon County Animal Control is responsible for responding to all bite related calls in the City.

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
Q2,Q3	Increase domestic animal rabies vaccination: Measured by bite animal vaccination rates	48%	51%	52%	53%
Q2	Maintain customer complaint rate at 5 per 1,000 calls received	.19	3.6	5.0	5.0
Q2	# of citations issued	496	489	500	500
Q2	# of field service calls (bite and service calls including follow-ups)	8,432	9,118	9,100	9,500
Q2	Reduce # of animals impounded by Field Officers through use of ASPCA Programs: Microchip Scanner and ID Me Tag Project <sup>1</sup>	2,189	2,497	N/A	N/A

- Notes:
1. Estimates for FY 2013 and 2014 have not been reported due to the ASPCA grant not getting renewed; therefore this performance measure will no longer be reported.

**Animal Services (140-201-562)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	396,054	409,716	419,851	-	419,851	419,865
Operating	32,227	608,837	569,560	4,914	574,474	574,474
Transportation	54,328	75,885	69,067	-	69,067	69,067
Grants-in-Aid	71,250	71,250	71,250	-	71,250	71,250
<b>Total Budgetary Costs</b>	<b>553,860</b>	<b>1,165,688</b>	<b>1,129,728</b>	<b>4,914</b>	<b>1,134,642</b>	<b>1,134,656</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
140 Municipal Service	553,860	1,165,688	1,129,728	4,914	1,134,642	1,134,656
<b>Total Revenues</b>	<b>553,860</b>	<b>1,165,688</b>	<b>1,129,728</b>	<b>4,914</b>	<b>1,134,642</b>	<b>1,134,656</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Animal Control Officer	4.00	4.00	-	-	-	-
Director of Animal Control	1.00	1.00	1.00	-	1.00	1.00
Sr. Animal Control Officer	1.00	1.00	5.00	-	5.00	5.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>-</b>	<b>7.00</b>	<b>7.00</b>

The major variances for the FY 2014 Animal Services budget are as follows:

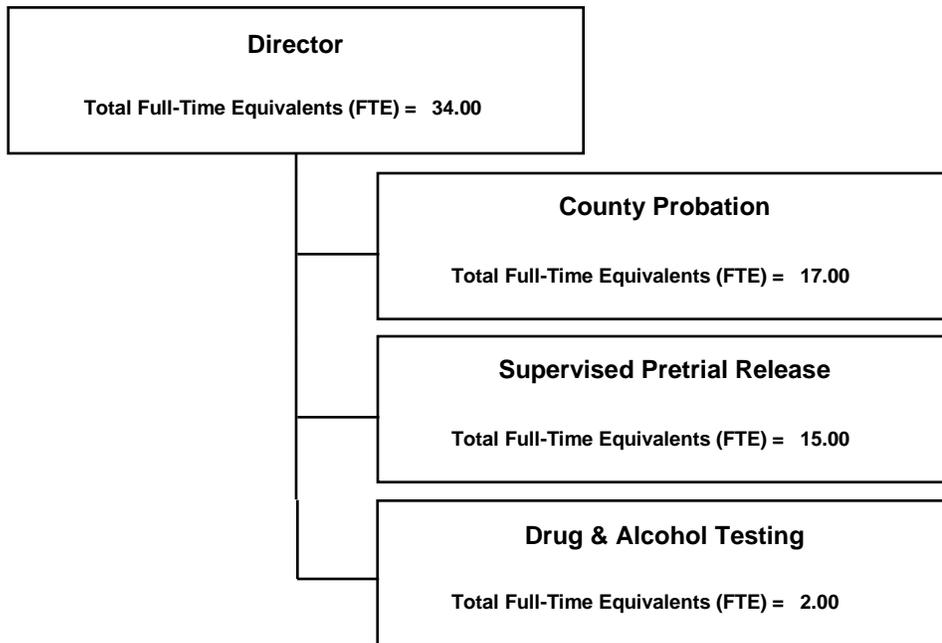
**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Contracts or other obligations for continuity of services in the amount of \$4,914 for required animal cruelty investigation certification training.

**Decreases to Program Funding:**

1. A decrease of \$38,323 associated with the Animal Shelter Contract with the City due to an estimated decrease in the County's percentage of intake animals at the shelter for FY12, which is the basis for determining the FY14 budget.
2. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$6,818.
3. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$819.
4. Communication costs in the amount of \$135.

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## **Executive Summary**

The Office of Intervention & Detention Alternatives section of the Leon County FY 2014 Annual Budget is comprised of County Probation, Detention/Correction Line Item funding, Supervised Pretrial Release, and Drug and Alcohol Testing.

The Office of Intervention & Detention Alternatives manages jail 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.

As part of the Leon LEADS Strategic Planning process, an Office of Intervention and Detention Alternatives Business Plan was revised to communicate the continued alignment of the Board's strategic priorities and identified strategic 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 will serve as a gauge to assist the department in measuring outcomes of the plan.

### **HIGHLIGHTS**

The Office of Intervention & Detention Alternatives provides staff support to the Public Safety Coordinating Council, which focuses on jail management and recidivism issues. In addition, this Office is responsible for the County functions related to the "Doris Slosberg Driver Education Safety Act," the Palmer Monroe Community Center, and liaison functions with the State Attorney, Public Defender, law enforcement, and the Courts.

During FY 2013, the Drug & Alcohol Testing Division continued to administer tests to Pretrial and Probation clients that are court ordered to perform regular urinalysis and/or alcohol testing. Human Resources, Risk Management, and Constitutional offices also utilized the Center for necessary testing needs.

Through a collaborative effort with the Department of Health, the Office of Intervention and Detention Alternatives established a resource directory and a life-skills/ job training program which serve in the furtherance of the mission to improve defendants' ability to live productively in the community.

The Office of Intervention and Detention Alternatives partners with various entities such as the Center for Smart Justice, Florida State University College of Law, and the Pretrial Justice Institute to improve its supervision and release criteria by adopting validated and evidence-based practices to increase court efficiency and community safety.

# Intervention & Detention Alternatives Business Plan

<b>Mission Statement</b>	<p>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 offenses, 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.</p>	
<b>Strategic Priorities</b>	<p><b>Economy</b></p> <ul style="list-style-type: none"> <li>Ensure the provision of the most basic services to our citizens most in need so that we have a “ready workforce.” (EC6) 2012</li> </ul> <p><b>Governance</b></p> <ul style="list-style-type: none"> <li>Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County’s core practices. (G4)</li> </ul> <p><b>Quality of Life</b></p> <ul style="list-style-type: none"> <li>Provide essential public safety infrastructure and services which ensures the safety of the entire community. (Q2) 2012</li> <li>Maintain and further develop programs and partnerships necessary to support and promote a healthier community, including: access to health care and community-based human services. (Q3) rev. 2013</li> </ul>	
<b>Strategic Initiatives</b> <small>October 1, 2011– December 31, 2013</small>	<ol style="list-style-type: none"> <li>Continue to implement strategies to promote work readiness and employment, including providing job search assistance for County Probation and Supervised Pretrial Release clients through private sector partners (EC6, Q2)</li> <li>Implement alternatives to incarceration (Q2)</li> <li>Provide drug and alcohol testing (for employees and court ordered County Probation and Supervised Pretrial Release clients) (G4, Q2)</li> <li>Support Palmer Munroe Teen Center in partnership with the City (Q3)</li> </ol>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>
<b>Actions</b>	<ol style="list-style-type: none"> <li> <ol style="list-style-type: none"> <li>Assist private sector partner with identifying and referring probation and pretrial release defendants for job readiness training. (EC6, Q2)</li> <li>Facilitate and support private sector partner’s strategies for providing job skills training, resume writing skills, interviewing techniques, and employment contacts to defendants. (EC6, Q2)</li> <li>Monitor and track participation and success of defendants referred for job readiness training. (EC6, Q2)</li> </ol> </li> <li>Provide alternatives to incarceration by effectively monitoring and supervising defendants ordered pretrial release and probation (Q2)</li> <li>Preserve the integrity and security of drug and alcohol testing by adhering to the rules established by the U.S. government (Q2, G4)</li> <li>Administer the contract for Palmer Munroe Teen Center and partner with the City to support implementation and administration of the Board’s directives. (Q3)</li> </ol>	<p>Pretrial Release Probation</p> <p>Pretrial Release Probation</p> <p>Pretrial Release Probation</p> <p>IDA</p> <p>DATP</p> <p>IDA</p>
<b>Performance Measures</b>	<p>Q2 % of defendants referred who successfully completed job readiness training</p> <p>Q2 % change in the number of warrants issued over the previous year</p> <p>Q2 % of offenders successfully completing Probation</p> <p>Q2 % of defendants successfully completing Supervised Pretrial Release</p> <p>Q2 % of tests administered accurately upon the first attempt</p>	

Leon County Fiscal Year 2014 Adopted Budget

Office of Intervention & Detention Alternatives

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	1,929,201	1,965,271	2,048,568	-	2,048,568	2,050,106
Operating	238,393	249,288	245,330	93,000	338,330	338,330
Grants-in-Aid	-	335,759	185,759	150,000	335,759	335,759
<b>Total Budgetary Costs</b>	<b>2,167,594</b>	<b>2,550,318</b>	<b>2,479,657</b>	<b>243,000</b>	<b>2,722,657</b>	<b>2,724,195</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
County Probation	1,007,648	1,411,394	1,305,005	150,000	1,455,005	1,455,892
Supervised Pretrial Release	1,008,865	999,238	1,025,132	93,000	1,118,132	1,118,635
Drug & Alcohol Testing	151,082	139,686	149,520	-	149,520	149,668
<b>Total Budget</b>	<b>2,167,594</b>	<b>2,550,318</b>	<b>2,479,657</b>	<b>243,000</b>	<b>2,722,657</b>	<b>2,724,195</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	-	335,759	185,759	150,000	335,759	335,759
111 Probation Services	2,047,164	2,094,819	2,168,903	93,000	2,261,903	2,263,168
125 Grants	120,430	119,740	124,995	-	124,995	125,268
<b>Total Revenues</b>	<b>2,167,594</b>	<b>2,550,318</b>	<b>2,479,657</b>	<b>243,000</b>	<b>2,722,657</b>	<b>2,724,195</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
County Probation	18.00	17.00	17.00	-	17.00	17.00
Drug & Alcohol Testing	2.00	2.00	2.00	-	2.00	2.00
Supervised Pretrial Release	15.00	15.00	15.00	-	15.00	15.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>35.00</b>	<b>34.00</b>	<b>34.00</b>	<b>-</b>	<b>34.00</b>	<b>34.00</b>

**County Probation Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	981,726	1,034,648	1,079,812	-	1,079,812	1,080,699
Operating	25,922	40,987	39,434	-	39,434	39,434
Grants-in-Aid	-	335,759	185,759	150,000	335,759	335,759
<b>Total Budgetary Costs</b>	<b>1,007,648</b>	<b>1,411,394</b>	<b>1,305,005</b>	<b>150,000</b>	<b>1,455,005</b>	<b>1,455,892</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
County Probation (111-542-523)	1,007,648	1,075,635	1,119,246	-	1,119,246	1,120,133
Line Item - Detention/Correction (001-888-523)	-	335,759	185,759	150,000	335,759	335,759
<b>Total Budget</b>	<b>1,007,648</b>	<b>1,411,394</b>	<b>1,305,005</b>	<b>150,000</b>	<b>1,455,005</b>	<b>1,455,892</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	-	335,759	185,759	150,000	335,759	335,759
111 Probation Services	1,007,648	1,075,635	1,119,246	-	1,119,246	1,120,133
<b>Total Revenues</b>	<b>1,007,648</b>	<b>1,411,394</b>	<b>1,305,005</b>	<b>150,000</b>	<b>1,455,005</b>	<b>1,455,892</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
County Probation	18.00	17.00	17.00	-	17.00	17.00
<b>Total Full-Time Equivalentents (FTE)</b>	<b>18.00</b>	<b>17.00</b>	<b>17.00</b>	<b>-</b>	<b>17.00</b>	<b>17.00</b>

### County Probation (111-542-523)

<b>Goal</b>	The goal of the Leon County Probation Division is to hold defendants accountable, improve their ability to live lawfully and productively in the community, and enhance the overall administration of justice and support community safety and well being.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Supervise and monitor offenders' compliance with court ordered sentencing conditions, such as random drug and alcohol testing, participation in behavior modification programs, meetings with probation officers, not re-offending, and payment of restitution, fees and other court imposed costs. Offenders may be sentenced to County Probation for misdemeanor, traffic and some felony offenses.</li> <li>2. Execute affidavits of conditions violated to notify the courts when offenders violate court-ordered conditions.</li> <li>3. Attend court hearings and make recommendations to judges regarding sanctions to be imposed upon offenders who violate court-ordered conditions.</li> <li>4. Administer Community Service and County Probation work programs, which provide sentencing alternatives and reduce jail population.</li> <li>5. Administer random alcohol testing to defendants with court orders to abstain.</li> <li>6. Notify the Sheriff's Bailiffs to execute in-office arrests of offenders with outstanding warrants when they are in the Probation Office.</li> <li>7. Send more than 2,000 letters annually to notify offenders of their probation status to assist them in successfully completing their sentences.</li> <li>8. Maintain new cases as assigned by the courts with no loss of jurisdiction.</li> <li>9. Notify the Clerk of Courts when offenders complete their terms of probation so case records may be closed.</li> </ol>
<b>Statutory Responsibilities</b>	Second Circuit Court Administrative Order, 86-60; Florida Statute, Chapter 948; Assist in meeting County responsibilities for prisoners under Florida Statute, Chapter 951 (County and Municipal Prisoners) through probation and supervised pretrial release services, which are lower cost alternatives to incarceration.
<b>Advisory Board</b>	Criminal Justice Coordinating Council; Public Safety Coordinating Council; Domestic Violence Coordinating Council; Mental Health Advisory Board; Florida Association of Community Corrections

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G4, Q2	Annual average monthly hours allocated per Probation Officer based upon offender risk factors and Intensity of cases	360	120

Benchmark Source: The American Probation and Parole Association (APPA), no longer adopts a benchmark standard based on a caseload ratio and instead supports a methodology based on workload. Workload, or case priority, is determined by the level of intensity required for supervising a case based on conditions assigned and other risk factors. APPA recommends that officers not exceed an average workload of 120 hours per month. Current benchmark statistics account for workload hours based on case priority in lieu of a caseload ratio.

Performance Measures							
Priorities	Performance Measures	FY 2011 Actuals <sup>1</sup>	FY 2012 Actuals		FY 2013 Estimate		FY 2014 Estimate
			Per Caseload	Per Hour	Per Caseload	Per Hour	
G4, Q2	Dedicate no fewer than an avg. of 120 hours per FTE per month to case management based upon conditions assigned and risk factors <sup>1</sup>	185	167	395	152	383	360
G4, Q2	Utilize intervention strategies to minimize technical violations to no more than 20% of the total supervised	32%	29%		29%		27%
Q2	Schedule Wk Pgm. participants to defer Div. Of Operations labor costs by no less than \$300K annually (based upon min. wage only)	\$384,899	\$370,136		\$338,550		\$338,550
Q2	Monitor participants to ensure they complete no less than 70% of the court ordered Wk Pgm days assigned.	71%	74%		74%		74%
Q2	Schedule Comm. Svc participants to ensure the equivalent of no less than 20 FTE's available to Non-Profit Agencies.	28	27		24		24
Q2	Estimated jail savings (millions) (Wk Pgm and CS Participants Only)	\$1.5	\$1.3		\$1.3		N/A
Q2	Avg. total EOM Caseload/Avg. mo. hrs. allocated to workload	1,708	1,542	3,654	1,520	3,547	N/A
Q2	Fees Collected for Probation & SPTR	\$892,192	\$828,375		\$756,914		N/A

Notes: 1. Based upon the American Probation and Parole Association (APPA) measurement which represents the workload, or case priority, and is determined by the level of intensity required for supervising a case based on conditions assigned and other risk factors. N/A measures represent outdated reporting standards.

**County Probation - County Probation (111-542-523)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	981,726	1,034,648	1,079,812	-	1,079,812	1,080,699
Operating	25,922	40,987	39,434	-	39,434	39,434
<b>Total Budgetary Costs</b>	<b>1,007,648</b>	<b>1,075,635</b>	<b>1,119,246</b>	<b>-</b>	<b>1,119,246</b>	<b>1,120,133</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
111 Probation Services	1,007,648	1,075,635	1,119,246	-	1,119,246	1,120,133
<b>Total Revenues</b>	<b>1,007,648</b>	<b>1,075,635</b>	<b>1,119,246</b>	<b>-</b>	<b>1,119,246</b>	<b>1,120,133</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Community Services Coordinator	1.00	1.00	1.00	-	1.00	1.00
Dir of Probation	1.00	1.00	1.00	-	1.00	1.00
Probation Officer I	4.00	3.00	3.00	-	3.00	3.00
Probation Officer II	5.00	5.00	5.00	-	5.00	5.00
Probation Supervisor	1.00	1.00	1.00	-	1.00	1.00
Probation Technician	3.00	3.00	3.00	-	3.00	3.00
Sr. Probation Officer	2.00	2.00	2.00	-	2.00	2.00
Diversion Alternatives Analyst	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>18.00</b>	<b>17.00</b>	<b>17.00</b>	<b>-</b>	<b>17.00</b>	<b>17.00</b>

The major variances for the FY 2014 County Probation budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Communication costs in the amount of \$1,355.

**Decreases to Program Funding:**

1. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$2,908.
2. Court ordered fee waivers for indigent defendants in the amount of \$200.

**County Probation - Line Item - Detention/Correction (001-888-523)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Grants-in-Aid	-	335,759	185,759	150,000	335,759	335,759
Total Budgetary Costs	-	335,759	185,759	150,000	335,759	335,759
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	-	335,759	185,759	150,000	335,759	335,759
Total Revenues	-	335,759	185,759	150,000	335,759	335,759

The Detention/Correction line item funding for Palmer Munroe Teen Center and DISC Village has been realigned to the Office of Intervention & Detention Alternatives due to the intervention alternative nature of the program.

- Palmer Munroe Teen Center in the amount of \$150,000
- DISC Village in the amount of \$185,759

**Supervised Pretrial Release Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	838,714	834,068	861,149	-	861,149	861,652
Operating	170,151	165,170	163,983	93,000	256,983	256,983
<b>Total Budgetary Costs</b>	<b>1,008,865</b>	<b>999,238</b>	<b>1,025,132</b>	<b>93,000</b>	<b>1,118,132</b>	<b>1,118,635</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
FDLE JAG Grant - Pretrial (125-982057-521)	120,430	-	-	-	-	-
FDLE JAG Grant - Pretrial (125-982058-521)	-	119,740	-	-	-	-
FDLE JAG Grant - Pretrial (125-982059-521)	-	-	124,995	-	124,995	125,268
Pretrial Release (111-544-523)	888,435	879,498	900,137	93,000	993,137	993,367
<b>Total Budget</b>	<b>1,008,865</b>	<b>999,238</b>	<b>1,025,132</b>	<b>93,000</b>	<b>1,118,132</b>	<b>1,118,635</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
111 Probation Services	888,435	879,498	900,137	93,000	993,137	993,367
125 Grants	120,430	119,740	124,995	-	124,995	125,268
<b>Total Revenues</b>	<b>1,008,865</b>	<b>999,238</b>	<b>1,025,132</b>	<b>93,000</b>	<b>1,118,132</b>	<b>1,118,635</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Pretrial Release	13.00	13.00	13.00	-	13.00	13.00
FDLE JAG Grant - Pretrial	2.00	2.00	2.00	-	2.00	2.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>-</b>	<b>15.00</b>	<b>15.00</b>

### Supervised Pretrial Release – Pretrial Release (111-544-523)

<b>Goal</b>	The goal of the Supervised Pretrial Release Division (SPTR) is to hold defendants accountable, improve their ability to live lawfully and productively in the community, and enhance the overall administration of justice and support community safety and well being.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Screen and interview defendants booked in the Leon County jail on a 24/7 basis to assess whether defendants are eligible for release or must be held for First Appearance. Prepare information for the court’s consideration at defendants’ First Appearance hearings.</li> <li>2. Supervise and monitor SPTR defendants’ compliance with court ordered conditions; meet weekly on average with each defendant assigned to Secured Continuous Random Alcohol Monitoring (SCRAM). Provide oversight of private vendors managing Global Positioning Satellite (GPS); complete weekly phone contacts with defendants residing more than 50 miles outside of Leon County; and meet monthly on average with all other defendants. Defendants charged with misdemeanor, traffic and felony offenses may be ordered to SPTR.</li> <li>3. Assist private vendor in monitoring defendants’ GPS units. Respond to alerts when the system detects possible equipment tampering, zone or curfew violations for active GPS, or other equipment issues. Advise the defendant, if warranted, to take corrective action.</li> <li>4. Contact law enforcement if the defendant cannot be contacted or fails to comply with staff instructions.</li> <li>5. Monitor defendants’ SCRAM units and take appropriate actions when notified that a defendant tests positive for alcohol.</li> <li>6. Administer random alcohol tests to offenders ordered by the courts to abstain.</li> <li>7. Notify the Sheriff’s Warrant Officers to execute in-office arrests of defendants with outstanding warrants when they are in the SPTR office.</li> <li>8. Notify the courts of violations of imposed conditions.</li> <li>9. Attend First Appearance and motion hearings and make recommendations to judges regarding a defendant’s release. Notify Circuit probation when a Violation of Probation Warrant is issued by the First Appearance Judge and notify the jail’s releasing staff of defendants ordered to SPTR at First Appearance.</li> <li>10. Provide the Clerk of Courts with Probable Cause Affidavits, Florida Crime Information Center (FCIC)/ National Crime Information Center (NCIC) criminal histories, Pretrial Intake interviews, misdemeanor violation of conditions affidavits, and Order to Show Cause Affidavits for the First Appearance Judge, State Attorney’s Office, Public Defender’s Office or private attorneys.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Constitution, Section 14; Florida Statute, Chapter 907.041(3)(a); Florida Statute, Chapter 907.041(3)(b); Administrative Order 2006-02-Uniform Bond Schedule and Pretrial Release Procedures Second Judicial Circuit, Florida; Florida Statute, Chapter 097.043 Citizens’ Right-to-Know. Assist in meeting County responsibilities for prisoners under Florida Statute, Chapter 951 (County and Municipal Prisoners) through probation and supervised pretrial release services, which are lower cost alternatives to incarceration.
<b>Advisory Board</b>	Public Safety Coordinating Council; Criminal Justice Coordinating Committee; Justice Information Systems Users Group; Association of Pretrial Professionals of Florida; National Association of Pretrial Service Agencies

#### Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G4, Q2	Average number of hours worked per month based upon defendant risk (High to Low Risk).	214	120

Note: The American Probation and Parole Association (APPA) no longer adopts a benchmark standard based on a caseload ratio and instead supports a methodology based on workload. Workload, or case priority, is determined by the level of intensity required for supervising a case based on conditions assigned and other risk factors. APPA recommends that officers not exceed an average workload of 120 hours per month. Current benchmark statistics account for workload hours based on case priority in lieu of a caseload ratio.

**Supervised Pretrial Release – Pretrial Release (111-544-523)**

Performance Measures						
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals		FY 2013 Estimate	FY 2014 Estimate
			# of Cases	# hours		
G4, Q2	Dedicate no fewer than an avg. of 120 hours per FTE per month to case management based upon conditions assigned and risk factors <sup>1</sup>	123	505	210	224	214
G4, Q2	Utilize intervention strategies to minimize technical violations (OTSC) to no more than 10% of the total supervised	9%	9%		8%	8%
G4, Q2	Utilize intervention strategies to ensure no fewer than 80% of defendants supervised successfully complete pretrial	80%	80%		82%	81%
Q2	Divert jail operating costs by no less than \$10 million by promoting and utilizing supervised pretrial alternatives.	\$13.5	\$12.6		\$11.0	\$10.5
G4, Q2	# of Defendants caseload managed per FTE (monthly average)	133	97		92	N/A
G4, Q2	#of Average End of Month Caseload (non EM)	509	435		415	N/A
Q2	# of average End of Month Electronic Monitoring Caseload	60	104		68	N/A
G4, Q2	# of average End of Month FTE per Electronic Monitoring Caseload	13	70		45	N/A
Q2	# of Defendants assessed at jail to release, (per Administrative Order, or held for First Appearance), including criminal history and background	8,558	8,568	N/A	8,500	N/A

Notes:  
 1. Based upon the American Probation and Parole Association (APPA) measurement which represents the workload or case priority and is determined by the level of intensity required for supervising a case based on conditions assigned and other risk factors. N/A measures represent outdated reporting standards.

**Supervised Pretrial Release - Pretrial Release (111-544-523)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	719,227	714,328	736,154	-	736,154	736,384
Operating	169,207	165,170	163,983	93,000	256,983	256,983
<b>Total Budgetary Costs</b>	<b>888,435</b>	<b>879,498</b>	<b>900,137</b>	<b>93,000</b>	<b>993,137</b>	<b>993,367</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
111 Probation Services	888,435	879,498	900,137	93,000	993,137	993,367
<b>Total Revenues</b>	<b>888,435</b>	<b>879,498</b>	<b>900,137</b>	<b>93,000</b>	<b>993,137</b>	<b>993,367</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Pre-Trial Release Case Worker	1.00	1.00	1.00	-	1.00	1.00
Pre-Trial Release Specialist	6.00	6.00	6.00	-	6.00	6.00
Pre-Trial Supervisor	1.00	1.00	1.00	-	1.00	1.00
Sr. Pre-Trial Release Spec.	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
Mental Health Court Pretrial Release Specialist	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalent (FTE)</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>-</b>	<b>13.00</b>	<b>13.00</b>

The major variances for the FY 2014 Pretrial Release budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Contracts or other obligations for continuity of services in the amount of \$93,000 for the GPS monitoring contract approved by the Board on January 29, 2013.
3. Communication costs in the amount of \$290.

**Decreases to Program Funding:**

1. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$1,477.

**Supervised Pretrial Release - FDLE JAG Grant - Pretrial (125-982057-521)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	119,487	-	-	-	-	-
Operating	943	-	-	-	-	-
Total Budgetary Costs	120,430	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
125 Grants	120,430	-	-	-	-	-
Total Revenues	120,430	-	-	-	-	-

**Supervised Pretrial Release - FDLE JAG Grant - Pretrial (125-982058-521)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	-	119,740	-	-	-	-
Total Budgetary Costs	-	119,740	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
125 Grants	-	119,740	-	-	-	-
Total Revenues	-	119,740	-	-	-	-

**Supervised Pretrial Release - FDLE JAG Grant - Pretrial (125-982059-521)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	-	-	124,995	-	124,995	125,268
Total Budgetary Costs	-	-	124,995	-	124,995	125,268
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
125 Grants	-	-	124,995	-	124,995	125,268
Total Revenues	-	-	124,995	-	124,995	125,268
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Pre-Trial Release Specialist	1.00	1.00	1.00	-	1.00	1.00
Drug Screening Technician	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 2014 FDLE JAG Grant budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.

### Drug & Alcohol Testing (111-599-523)

<b>Goal</b>	The goal of the Leon County Drug and Alcohol Testing Division is to assist county departments, the judicial system and other agencies in creating a safe and secure environment free from the adverse effects caused by abuse or misuse of alcohol and drugs.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Administer random urinalysis and alcohol breath tests to defendants and offenders with court-ordered conditions to abstain.</li> <li>2. Provide urinalysis and alcohol breath test results to all court-ordered defendants.</li> <li>3. Administer Department of Transportation (DOT) urinalysis collection and alcohol breath tests to County employees for Commercial Drivers' License (CDL), post accident, return to duty, and reasonable suspicion referrals.</li> <li>4. Ensure that staff are trained and certified to perform DOT urinalysis collection and alcohol breath tests.</li> <li>5. Administer urinalysis tests to individuals referred by Leon County Department of Human Resources in accordance with established guidelines.</li> <li>6. Administer drug and alcohol tests to individuals referred by outside agencies.</li> <li>7. Submit all pre-employment, reasonable suspicion, and post accident tests to a certified laboratory for confirmation results within 24 hours of collection.</li> <li>8. Provide pre-employment, reasonable suspicion, return to duty and post accident test results to referring agency within 48 hours of receipt.</li> <li>9. Maintain records for all court-ordered urinalysis and alcohol testing.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 948; Assist in meeting County responsibilities for prisoners under Florida Statute, Florida Department of Transportation Drug-Free Work Place and Testing Policy, Florida Statute, Chapter 440, Section 440.102, Chapter 112, Section 112.0455. U.S. Department of Transportation and Regulation, Section 49CFR Part 40.33.
<b>Advisory Board</b>	Criminal Justice Coordinating Council; Public Safety Coordinating Council

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
Q2	# of alcohol tests administered annually to court ordered defendants	17,982	16,347	17,244	13,860
Q2	# of urinalysis tests administered annually to court ordered defendants	10,468	10,626	8,607	9,552
G4, Q2	# of urinalysis collections performed annually for other agencies	246	504	487	444
G4, Q2	# of DOT alcohol tests administered annually <sup>1</sup>	3	5	5	5
Q2	Fees collected for alcohol tests	\$84,000	\$79,686	\$82,966	\$72,060
Q2	Fees Collected for urinalysis tests	\$153,867	\$155,311	\$161,440	\$134,166

Notes:

1. These tests are administered strictly on a random basis at the discretion of the Risk Manager.

**Drug & Alcohol Testing (111-599-523)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	108,761	96,555	107,607	-	107,607	107,755
Operating	42,320	43,131	41,913	-	41,913	41,913
Total Budgetary Costs	151,082	139,686	149,520	-	149,520	149,668
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
111 Probation Services	151,082	139,686	149,520	-	149,520	149,668
Total Revenues	151,082	139,686	149,520	-	149,520	149,668
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Drug Screening Coordinator	1.00	1.00	1.00	-	1.00	1.00
Drug Screening Technician	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 2014 Drug & Alcohol Testing budget are as follows:

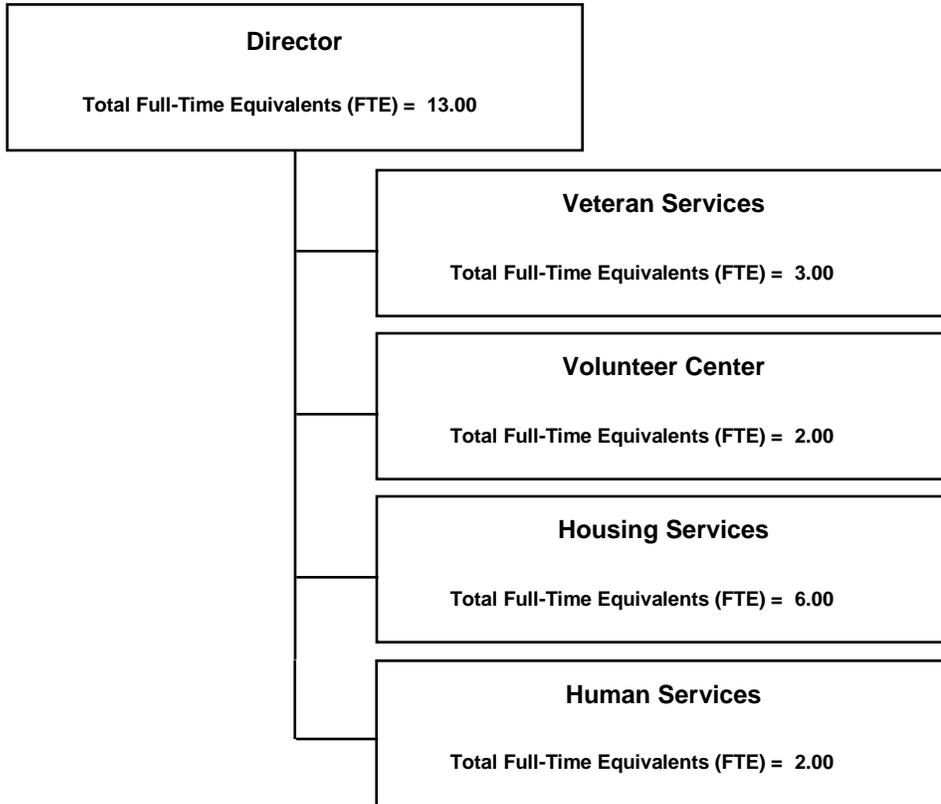
**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Contracts or other obligations for continuity of services in the amount of \$400 for increased costs associated with UA collection supplies.
3. Communication costs in the amount of \$35.

**Decreases to Program Funding:**

1. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$1,253.

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## **Executive Summary**

The Office of Human Services and Community Partnerships section of the Leon County FY 2013/2014 Annual Budget is comprised of Housing Services, Health and Human Services, Primary Healthcare, Veteran Services, and the Volunteer Center.

Health & Human Services promotes and maintains the health, safety, and welfare of all Leon County citizens. The Housing Services Division provides assistance to very low to moderate income residents of the unincorporated areas of Leon County through its rehabilitation, homeownership counseling, foreclosure assistance, and down payment assistance programs. Human Services administers the funding associated with human services activities consistent with State mandates, Board policies, and Leon County's mission. The Primary Healthcare Program administers the funding and provides contractual oversight of the CareNet providers serving the uninsured residents of Leon County. Veteran Services assists veterans and their dependents with processing benefit claims. The Volunteer Center promotes volunteerism within Leon County and performs placement services for several Leon County departments.

As part of the Leon LEADS Strategic Planning process, the Office of Human Services and Community Partnerships Business Plan was revised to communicate the continued alignment of the Board's strategic priorities and identified strategic 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 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. In addition, Leon County is an Advisor for the new Florida "Hardest Hit" Fund (HHF), which provides mortgage payments to program-eligible applicants. As an HHF Advisor, Leon County will receive revenue for providing assistance to program eligible applicants on a fee-per-service basis.

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, mental health, tubercular care, direct emergency assistance, and indigent burial programs. Human Services also administers the County's obligations to the Medical Examiner's Office.

The Primary Healthcare Program serves the residents of Leon County through the provision of primary healthcare 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 Clinic, Neighborhood Health Services, We Care, FAMU Pharmacy, and Florida Healthy Kids.

Veteran Services expects a continued demand for services as veterans return from current military campaigns. Veteran Services is responsible for administering the County's Military Grant Program, providing counseling and assistance to veterans and their dependents, processing benefit claims and also serving as the Veteran Liaison for the local community. As part of Board's Strategic Priorities to implement strategies that assist local veterans, in March 2013, Veteran Services sponsored "Operation Thank You!", a Block Party to celebrate the courageous men and women of Leon County Armed Forces Units.

In FY 2014, VolunteerLEON will continue to promote and coordinate volunteerism throughout the community, as well as provide certification training through facilitation of the Florida Volunteer Administration Certificate Training.

# Office of Human Services & Community Partnerships Business Plan

**Mission Statement**

The mission of the Leon County Office of Human Services and Community Partnerships is to build a stronger, healthier community by providing a safety net of resources, services, and solutions for citizens in need, in partnership with our community.

**Strategic Priorities**

**Economy**

- Focus resources to assist local veterans, especially those returning from tours of duty, in employment and job training opportunities through the efforts of County government and local partners. (EC5) 2012
- Ensure the provision of the most basic services to our citizens most in need so that we have a “ready workforce.” (EC6) 2012

**Quality of Life**

- Maintain and further develop programs and partnerships necessary to support and promote a healthier community, including: access to health care and community-based human services. (Q3) rev. 2013
- Support the preservation of strong neighborhoods through appropriate community planning, land use regulations, and high quality provision of services. (Q6) 2012

**Strategic Initiatives**

October 1, 2011 – September 30, 2013

- |   |              |
|---|--------------|
| 1. Implement strategies that assist local veterans, including: develop job search kiosk for veterans (EC5,EC6) 2012   | July 2012    |
| 2. Implement strategies that assist local veterans, including: consider policy to allocate portion of Direct Emergency Assistance funds to veterans (EC5,EC6 Q3) 2012 | October 2012 |
| 3. Collaborate with United Vets and attend monthly coordinating meetings (EC5) 2012   | Ongoing      |
| 4. Provide grants to active duty veterans (EC5) 2012  | Ongoing      |
| 5. Assist veterans with benefits claims (EC5,EC6,Q3) 2012   | Ongoing      |
| 6. Fund Veterans Day Parade as a partner with V.E.T, Inc. (EC5) 2012  | Ongoing      |
| 7. Provide Internships (EC6) 2012   | Ongoing      |
| 8. Provide Volunteer LEON Matchmaking (EC6) 2012  | August 2012  |
| 9. Support Community Humans Services Partnerships (Q3) 2012   | Ongoing      |
| 10. Support Leon County Health Departments (Q3) 2012  | Ongoing      |
| 11. Support CareNet (Q3) 2012   |              |
| 12. Support DOH’s closing the Gap grant ( including “ Year of the Healthy Infant II” campaign, and Campaign for Healthy Babies) (Q3) 2012                             | June 2012    |
| 13. Support Expanding Access to Care grant (Q3) 2012  | June 2012    |
| 14. Provide targeted programs for seniors (Q3) 2012   | Ongoing      |
| 15. Maintain oversight of state-mandated programs, such as Medicaid and Indigent Burial, to ensure accountability and compliance with state regulations (Q3) 2012     | Ongoing      |
| 16. Provide foreclosure prevention counseling and assistance (Q6) 2012  | Ongoing      |
| 17. Provide first time homebuyer assistance (Q6) 2012   | Ongoing      |
| 18. Implement strategies that assist local veterans, including: hold a Welcome Home celebration for veterans and service members. (EC5) 2012                          | Annually     |

Office of Human Services and Community Partnerships

Actions

- |     |  |  |
|-----|--|--|
| 1.  | Maintain veterans' kiosk and continue to work with Workforce PLUS on veterans' employment issues. (EC5)  | Veterans Services                        |
| 2.  | Develop policy to allocate funds for a new Direct Emergency assistance program for veterans. (EC5)   | Veterans Services                        |
| 3.  | Strengthen relationship with local veterans' organizations by attending monthly meetings, partnering with Workforce PLUS veterans jobs program, and continuing to support V.E.T. Inc. and the Veterans Day Parade.(EC5)  | Veterans Services<br>Volunteer Services  |
| 4.  | Continue to outreach to promote awareness of Leon County Military Grant for Active Duty Personnel.(EC5)  | Veterans Services                        |
| 5.  | Continue to assist local veterans and their dependents with processing benefit claims. (EC5, EC6, Q3)  | Veterans Services                        |
| 6.  | Continue to provide support and funding to VET, Inc. to organize, plan, and execute the Veterans Day Parade. (EC5)   | Veterans Services                        |
| 7.  | A. Provide internal trainings for a successful internship program, in addition to targeted recruitment at the local universities for the best and brightest applicants. Also, expand internship placements to new departments otherwise unfamiliar with voluntary service. (EC6)<br>B. Conduct workshops for County staff on process for requesting interns, program policy and how to successfully manage interns. (E6)<br>C. Promote Leon County Internships with local universities in appropriate disciplines to best meet the needs of County departments and divisions. (E6) | Volunteer Services                       |
| 8.  | A. Provide VolunteerLEON Matchmaking Portal training to local nonprofits, ensuring a "ready workforce" and strong community response. Successful measures include site visits, community trainings, and publicizing presence of the Leon County Volunteer Center Matchmaking Portal. (EC6)<br>B. Conduct training for nonprofits on matchmaking portal through workshops and site visits.  | Volunteer Services                       |
| 9.  | Provide in-kind and funding support of the Community Human Services Partnerships program. Continue to support, fund, and administrate the CHSP process in an effort to be responsible stewards of community dollars. (Q3)  | Human Services                           |
| 10. | A. Execute an annual contract to provide funding to the Leon County Health Department for the provision of mandated public health services. (Q3)<br>B. Collaborate with the Leon County Health Department for the provision of healthcare for uninsured and financially indigent residents. (Q3)   | Primary Healthcare<br>Human Services     |
| 11. | A. Collaborate with CarNet partners for the provision of healthcare services for uninsured and financially indigent residents. (Q3)<br>B. Partner with CarNet and other community agencies to pursue opportunities to leverage county funding. (Q3)  | Primary Healthcare<br>Primary Healthcare |
| 12. | Provide resources for the administration of the Department of Health Closing the Gap Grant. (Q3)   | Primary Healthcare                       |
| 13. | Provide matching funds for the Access to Care Grant.(Q3)   | Primary Healthcare                       |
| 14. | Continue to support and fund the Tallahassee Senior Citizens Foundation to provide program and activities for seniors in unincorporated Leon County.(Q3)   | Human Services                           |
| 15. | Collaborate with ACHA to and other State agencies to ensure accountability and compliance. (Q3)  | Human Services                           |
| 16. | Mitigate property value loss by providing foreclosure prevention with funds attained through Florida's Hardest Hit program, and scheduling ongoing assistance. (Q6)  | Housing                                  |
| 17. | Continue to support first-time homebuyer assistance with homeownership workshops, and also diversify funding for the program.(Q6)  | Housing                                  |
| 18. | Sponsor Operation Thank You! : A Pancake Breakfast ceremony to celebrate the courageous men and women of Leon County Armed Forces Units.   | Veterans Services<br>Volunteer Services  |

Leon County Fiscal Year 2014 Adopted Budget

Office of Human Services and Community Partnerships

<b>Performance Measures</b>	EC6, Q3, Q4	Increase in number of voluntary service hours donated by county departments annually
	EC6,Q3	Increase in number of county departments utilizing volunteers annually
	EC6,Q3	Increase in number of external agencies trained and authorized to VolunteerLEON Matchmaking portal
	EC5,Q3	Dollar Increase in fiscal impact of approved veterans claims annually
	EC5,Q3	Percent Increase in number of veterans assisted through the claim process and outreach annually
	EC5,Q3,Q6	Percent Increase in the number of citizens assisted through foreclosure and first-time home buying programs
	Q6,Q3	Track dollar amount of property value retained by foreclosure prevention annually using the Leon County Property Appraiser's assessed value.
	Q3,Q6	Dollar amount of community benefit realized through the receipt of grant funding and the provision of grant matches
	EC5,Q3	Dollar amount used through the Military Grant Program to assist service members that were called to active duty to serve their country.
	Q3	Number of uninsured residents receiving primary healthcare through CareNet.

Office of Human Services & Community Partnerships

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	799,027	818,356	853,829	2,585	856,414	856,049
Operating	2,611,353	2,667,771	2,515,978	23,806	2,539,784	2,553,720
Transportation	2,909	5,091	5,397	-	5,397	5,397
Capital Outlay	13,912	-	-	-	-	-
Grants-in-Aid	4,889,030	5,674,233	4,743,592	97,500	4,841,092	4,936,349
<b>Total Budgetary Costs</b>	<b>8,316,231</b>	<b>9,165,451</b>	<b>8,118,796</b>	<b>123,891</b>	<b>8,242,687</b>	<b>8,351,515</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Veteran Services	179,741	282,116	228,620	72,500	301,120	300,225
Volunteer Center	154,615	161,077	167,160	-	167,160	167,232
Housing Services	622,864	455,671	479,547	2,585	482,132	482,163
Human Services	7,359,011	8,266,587	7,243,469	48,806	7,292,275	7,401,895
<b>Total Budget</b>	<b>8,316,231</b>	<b>9,165,451</b>	<b>8,118,796</b>	<b>123,891</b>	<b>8,242,687</b>	<b>8,351,515</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	8,141,776	9,134,956	8,088,586	123,891	8,212,477	8,321,590
124 SHIP Trust	148,989	-	-	-	-	-
161 Housing Finance Authority	25,465	30,495	30,210	-	30,210	29,925
<b>Total Revenues</b>	<b>8,316,231</b>	<b>9,165,451</b>	<b>8,118,796</b>	<b>123,891</b>	<b>8,242,687</b>	<b>8,351,515</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Housing Services	8.00	6.00	6.00	-	6.00	6.00
Human Services	2.00	2.00	2.00	-	2.00	2.00
Veteran Services	2.00	3.00	3.00	-	3.00	3.00
Volunteer Center	2.00	2.00	2.00	-	2.00	2.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>14.00</b>	<b>13.00</b>	<b>13.00</b>	<b>-</b>	<b>13.00</b>	<b>13.00</b>

**Veteran Services Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	104,535	160,686	152,412	-	152,412	151,517
Operating	40,126	21,430	16,208	-	16,208	16,208
Capital Outlay	13,912	-	-	-	-	-
Grants-in-Aid	21,168	100,000	60,000	72,500	132,500	132,500
<b>Total Budgetary Costs</b>	<b>179,741</b>	<b>282,116</b>	<b>228,620</b>	<b>72,500</b>	<b>301,120</b>	<b>300,225</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Line Item - Veterans (001-888-553)	-	-	(40,000)	40,000	-	-
Veteran Services (001-390-553)	179,741	282,116	268,620	32,500	301,120	300,225
<b>Total Budget</b>	<b>179,741</b>	<b>282,116</b>	<b>228,620</b>	<b>72,500</b>	<b>301,120</b>	<b>300,225</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	179,741	282,116	228,620	72,500	301,120	300,225
<b>Total Revenues</b>	<b>179,741</b>	<b>282,116</b>	<b>228,620</b>	<b>72,500</b>	<b>301,120</b>	<b>300,225</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Veteran Services	2.00	3.00	3.00	-	3.00	3.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>2.00</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>3.00</b>

**Veteran Services (001-390-553)**

<b>Goal</b>	The goal of the Leon County Veteran Services Division is to assist veterans and their dependents in securing all entitled benefits earned through honorable military service, and to advocate for veterans' interests in the community.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Counsel and assist veterans and their dependents with processing benefit claims entitled to them through the United States Department of Veterans Affairs and other government agencies.</li> <li>2. Assist veterans and their dependents with VA health care, home loan guaranty, VA life insurance, burial benefits, and military medals/records.</li> <li>3. Maintain Veterans Resource Center (VRC) to provide employment and educational resources to veterans, focusing on those veterans making the transition from military to civilian life.</li> <li>4. Maintain strong relationships with community partners by attending United Vets monthly coordinating meetings.</li> <li>5. Manage the annual Leon County Military Grant Program.</li> <li>6. Serve as the Leon County Veteran Liaison for all veteran issues in the local community.</li> <li>7. Assist the VET Inc. organization with the annual Veterans Day Parade.</li> <li>8. Establish procedures to allocate direct emergency assistance funds to veterans.</li> <li>9. Hold "Operation Thank You" celebration annually for veterans and service members.</li> </ol>
<b>Statutory Responsibilities</b>	<p>F.S. 292.11 County and City Veteran Service Officer.</p> <p>(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.</p> <p>(2) The Department of Veterans' Affairs is directed to establish a training program for county and city veteran service officers. Every county or city veteran service officer employed under this chapter shall attend the training program established by the department and successfully complete a test administered by the department prior to assuming any responsibilities as a county or city veteran service officer.</p> <p>The department shall further establish periodic training refresher courses, which each county or city veteran service officer must attend and complete as a condition of remaining in employment as a county or city veteran service officer. County and city veteran service officers shall be reimbursed for travel expenses, as provided in s. 112.061</p>
<b>Advisory Board</b>	Member of the County Veteran Service Officer's Association of Florida; Board member of Tallahassee-Leon County Transportation Disadvantaged Coordinating Board; Veterans Events of Tallahassee (VET Inc) Executive Board.

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
EC5	# of clients served (in person)	1,496	2,000	3096	3500
EC5	# of outreach events attended	N/A	N/A	172	200
EC5	# of clients served in the Veterans Resource Center <sup>1</sup>	N/A	28	110	150
EC5	Annual client benefit payments (new)	\$8,134,891	\$9,224,907	\$10,101,273	\$11,060,893
EC5	Annual client benefit payments (recurring)	\$34,512,000	\$40,173,000	\$49,397,907	\$59,499,180

**Veteran Services (001-390-553)**

EC5	Dollar increase in fiscal impact of approved veterans claims annually <sup>1</sup>	\$341,522	\$1,090,016	\$876,366	\$959,620
EC5	Dollar amount used through the Military Grant Program <sup>1</sup>	\$63,931.73	\$21,168.26	\$30,000.00	\$38,000.00
EC5	# of veterans assisted through the Veterans Emergency Assistance Program (VEAP) <sup>1</sup>	N/A	N/A	107	115

Notes: 1. New Performance Measure.

**Veteran Services - Veteran Services (001-390-553)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	104,535	160,686	152,412	-	152,412	151,517
Operating	40,126	21,430	16,208	-	16,208	16,208
Capital Outlay	13,912	-	-	-	-	-
Grants-in-Aid	21,168	100,000	100,000	32,500	132,500	132,500
<b>Total Budgetary Costs</b>	<b>179,741</b>	<b>282,116</b>	<b>268,620</b>	<b>32,500</b>	<b>301,120</b>	<b>300,225</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	179,741	282,116	268,620	32,500	301,120	300,225
<b>Total Revenues</b>	<b>179,741</b>	<b>282,116</b>	<b>268,620</b>	<b>32,500</b>	<b>301,120</b>	<b>300,225</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Veterans Services Manager	1.00	1.00	1.00	-	1.00	1.00
Veterans Services Counselor	1.00	1.00	2.00	-	2.00	2.00
Veterans Services Coordinator	-	1.00	-	-	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>2.00</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>3.00</b>

The major variances for the FY 2014 Veteran Services budget are as follows:

**Increases to Program Funding:**

1. Costs associated with July 8, Workshop Board approved support for Special Event Funding in the amount of \$2,500.
2. Costs associated with July 8, Workshop Board approved support for Operation Thank You! in the amount of \$15,000.
3. Costs associated with July 8, Workshop Board approved support for Honor Flight in the amount of \$15,000.

**Decreases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Communication costs in the amount of \$1,222.
3. Costs associated with programmatic budget reductions such as office supplies in the amount of \$4,000.
4. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$1,342.

Position changes reflect a reclassification of the Veterans Service Coordinator to a Veterans Service Counselor.

**Volunteer Center (001-113-513)**

<b>Goal</b>	To empower citizens to answer local needs through volunteerism and community engagement.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Promote volunteerism, build the capacity of local volunteer programs and participate in strategic initiatives that mobilize volunteers from all sectors.</li> <li>2. Screen, interview, and place volunteers, interns, and court-ordered workers by matching their skills, talents, and interests with Leon County departmental needs.</li> <li>3. Administrate Leon CARES matching system portal to connect local volunteers with local volunteer opportunities</li> <li>4. Coordinate Leon County's internal employee volunteer program in which employees are allowed up to four hours of administrative leave per month to volunteer in community based organizations.</li> <li>5. Coordinate local volunteers and donations in the event of a disaster in support of the Sheriff's Emergency Management Office.</li> <li>6. Coordinate the following programs: County Government Internship and Service Learning Program, County Library Volunteer Program, Directors of Volunteers Association Membership, Disaster Planning and Response, National Volunteer Week and National Days of Service, and Project Leon Employees are Dedicated (LEAD).</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute 252.38 (1)(b) requires each county to develop a county emergency management plan and program that is coordinated and consistent with the State Comprehensive Emergency Management Plan and Program. The State of Florida's Emergency Management Plan outlines 17 Emergency Support Functions (ESF), of which ESF 15, the coordination of all volunteers & donations, is one function. In order for the County to be in compliance, the Leon County Comprehensive Emergency Management Plan provides for all 17 ESFs including ESF 15 Volunteers and Donations.
<b>Advisory Board</b>	None

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
G4	# of citizen volunteers coordinated	4,200	4,991	4,000	4,000
G4	# of volunteer hours contributed by citizens	124,834	127,523	111,500	111,500
G4	# of volunteer referrals to community based organizations through Leon CARES volunteer portals	N/A	603	400	400
G4	# of workshops provided to County Staff on how to manage volunteers and interns	N/A	3	3	3
G4	# of participants to successfully complete the volunteer management certification course	20	20	20	20
G4	Increase in number of voluntary service hours donated by county employees annually through Project LEAD	N/A	N/A	70	70
G4	# of county departments utilizing volunteers annually	N/A	N/A	21	25

**Volunteer Center (001-113-513)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	139,635	141,967	147,995	-	147,995	148,067
Operating	14,980	19,110	19,165	-	19,165	19,165
Total Budgetary Costs	<u>154,615</u>	<u>161,077</u>	<u>167,160</u>	<u>-</u>	<u>167,160</u>	<u>167,232</u>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	154,615	161,077	167,160	-	167,160	167,232
Total Revenues	<u>154,615</u>	<u>161,077</u>	<u>167,160</u>	<u>-</u>	<u>167,160</u>	<u>167,232</u>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Director of Volunteer Services	1.00	1.00	1.00	-	1.00	1.00
Volunteer Coordinator	1.00	1.00	1.00	-	1.00	1.00
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 2014 Volunteer Center budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Communication charges in the amount of \$55.

**Housing Services Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	428,360	389,512	415,707	2,585	418,292	418,608
Operating	31,376	53,003	50,378	-	50,378	50,093
Transportation	2,909	5,091	5,397	-	5,397	5,397
Grants-in-Aid	160,219	8,065	8,065	-	8,065	8,065
<b>Total Budgetary Costs</b>	<b>622,864</b>	<b>455,671</b>	<b>479,547</b>	<b>2,585</b>	<b>482,132</b>	<b>482,163</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Housing Finance Authority (161-808-554)	25,465	30,495	30,210	-	30,210	29,925
Housing Services (001-371-569)	448,410	425,176	449,337	2,585	451,922	452,238
SHIP 2009-2012 (124-932042-554)	140,917	-	-	-	-	-
SHIP 2011-2014 (124-932043-554)	8,073	-	-	-	-	-
<b>Total Budget</b>	<b>622,864</b>	<b>455,671</b>	<b>479,547</b>	<b>2,585</b>	<b>482,132</b>	<b>482,163</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	448,410	425,176	449,337	2,585	451,922	452,238
124 SHIP Trust	148,989	-	-	-	-	-
161 Housing Finance Authority	25,465	30,495	30,210	-	30,210	29,925
<b>Total Revenues</b>	<b>622,864</b>	<b>455,671</b>	<b>479,547</b>	<b>2,585</b>	<b>482,132</b>	<b>482,163</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Housing Services	8.00	6.00	6.00	-	6.00	6.00
<b>Total Full-Time Equivalent (FTE)</b>	<b>8.00</b>	<b>6.00</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>6.00</b>

### Housing Services (001-371-569)

<b>Goal</b>	To promote safe, sanitary and affordable housing through homeowner education, counseling, and home rehabilitation in the unincorporated areas of Leon County.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Administer and provide oversight of the Housing Programs: Home Rehabilitation, Home Replacement, Down Payment &amp; Closing Costs Assistance, Foreclosure Prevention, Homestead Loss Prevention, Housing Preservation and Weatherization activities (funded by the United State Department of Agriculture), Disaster Recovery, Home Expo, and Home Buyer &amp; Homeowner Counseling.</li> <li>2. Seek to continually improve our methodologies and efficiencies in serving citizens of Leon County with regard to our affordable housing programs.</li> <li>3. Provide staff support and administer the activities of the Leon County Housing Finance Authority (HFA), the Affordable Housing Advisory Committee, and the Community Development Block Grant (CDBG) Citizen Task Force Advisory Committee.</li> <li>4. Provide quarterly grant reports and annual reports detailing Affordable Housing Programs and Fair Housing Activities; and, receive and report fair housing complaints.</li> <li>5. Design, implement and administer educational information on housing programs within the community, primarily through production to a Home Expo event, held bi-annually.</li> <li>6. Attend local Housing events, trainings and conferences to ensure Leon County is aware and in compliance with local, state and federal guidelines.</li> </ol>
<b>Statutory Responsibilities</b>	Leon County Code, Chapter 8 Article V/Policy 96-11 "Direct Implementation of State Housing Initiative Program (SHIP)"; Housing Plan, Florida Statute Chapter 420 "Housing"; Leon County Code, Chapter 2, Section 2-71 & 2-120 "Implementation"; Florida Statute Chapter 159 "Bond Financing"; Florida Statute Chapter 760.20 "Fair Housing Act"
<b>Advisory Board</b>	Housing Finance Authority; Affordable Housing Advisory Committee; Community Development Block Grant (CDBG) Citizens Task Force Advisory Committee.

Performance Measures					
Priorities	Performance Measures	FY 2010 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
Q6	# of clients receiving Down Payment Assistance <sup>1</sup>	34	0	30	30
Q6	# of clients receiving Foreclosure Prevention Assistance <sup>2</sup>	15	33	45	45
Q6	Dollar amount of property value retained by foreclosure prevention*	N/A	N/A	\$5,625,000	\$5,625,000
Q6	# of housing units receiving Home Rehabilitation	37	63	6	10
Q6	# of housing units receiving Home Replacement	2	8	2	2
Q6	Total Housing Dollars Administered	\$1,704,546	\$998,000	\$2,200,000	\$2,300,000

Notes:

<sup>1</sup>The number of DPA clients has declined each year from 2013 through 2014 projections due to economic market shifts creating an overall decline in homes sales correlating to the increase in foreclosures and the unavailability of grant funding for DPA from the primary source, Florida Housing Finance Authority (State of Florida).

<sup>2</sup>The HFA established a Down Payment Assistance Grant programs.

\*New Performance Measure.

**Housing Services - Housing Services (001-371-569)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	428,360	389,512	415,707	2,585	418,292	418,608
Operating	17,140	30,573	28,233	-	28,233	28,233
Transportation	2,909	5,091	5,397	-	5,397	5,397
<b>Total Budgetary Costs</b>	<b>448,410</b>	<b>425,176</b>	<b>449,337</b>	<b>2,585</b>	<b>451,922</b>	<b>452,238</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	448,410	425,176	449,337	2,585	451,922	452,238
<b>Total Revenues</b>	<b>448,410</b>	<b>425,176</b>	<b>449,337</b>	<b>2,585</b>	<b>451,922</b>	<b>452,238</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate V	2.00	1.00	1.00	-	1.00	1.00
Health & Human Services Director	1.00	1.00	1.00	-	1.00	1.00
Housing Rehabilitation Specialist	2.00	1.00	1.00	-	1.00	1.00
Housing Services Specialist	1.00	1.00	1.00	-	1.00	1.00
Financial Compliance Administrator	1.00	1.00	1.00	-	1.00	1.00
Affordable Housing Manager	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>8.00</b>	<b>6.00</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>6.00</b>

Notes:

The major variances for the FY 2014 Housing Services budget are as follows:

Increases to Program Funding:

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Salary adjustment for Financial Compliance Administrator due to market study of current salary in the amount of \$2,585.
3. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$306.

Decreases to Program Funding:

1. Communication costs in the amount of \$2,348.

**Housing Services - SHIP 2009-2012 (124-932042-554)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Grants-in-Aid	140,917	-	-	-	-	-
Total Budgetary Costs	140,917	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
124 SHIP Trust	140,917	-	-	-	-	-
Total Revenues	140,917	-	-	-	-	-

**Housing Services - SHIP 2011-2014 (124-932043-554)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Grants-in-Aid	8,073	-	-	-	-	-
Total Budgetary Costs	8,073	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
124 SHIP Trust	8,073	-	-	-	-	-
Total Revenues	8,073	-	-	-	-	-

**Housing Services – Housing Finance Authority (161-808-554)**

Goal	The goal of Housing Finance Authority (HFA) is to consider Leon County affordable housing financing for owner-occupied single-family units, multi-family housing units, townhouses and condominiums. This consideration includes the sale of taxable bonds once approved by resolution of the Board of County Commissioners.
Core Objectives	<ol style="list-style-type: none"> <li>1. Continue to provide funding to conduct emergency repairs and assistance for home rehabilitation projects, and pay for project fees not allowed by certain housing programs such as doc stamp fees and recording costs.</li> <li>2. Continue to work in conjunction with the Escambia County Housing Finance Authority in the development of multi-million dollar single-family bond issuances.</li> <li>3. Continue to provide oversight to the bond issuances of both Magnolia Terrace Apartments and Lakes at San Marcos.</li> <li>4. Continue to function as the advisory committee for the State Housing Initiative Partnership (SHIP) and Community Development Block Grant (CDBG) programs.</li> <li>5. Issue, or issue jointly with other counties, single-family mortgage revenue bonds at below market rate.</li> <li>6. Accept and review multi-family bond applications and make recommendations to the Board.</li> <li>7. Review and make recommendations toward financing of current and or new housing strategies to be undertaken by the Division of Housing Services.</li> </ol>
Statutory Responsibilities	<p>Leon County Code: Chapter 2 Article III Division 3 Section 2                  Leon County Code: Chapter 8 Article V Section 8-154</p>
Advisory Board	None

**Housing Services - Housing Finance Authority (161-808-554)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	14,236	22,430	22,145	-	22,145	21,860
Grants-in-Aid	11,229	8,065	8,065	-	8,065	8,065
Total Budgetary Costs	25,465	30,495	30,210	-	30,210	29,925
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
161 Housing Finance Authority	25,465	30,495	30,210	-	30,210	29,925
Total Revenues	25,465	30,495	30,210	-	30,210	29,925

Notes:

The major variances for the FY 2014 Housing Finance Authority budget are as follows:

Decreases to Program Funding:

1. Operating expenditures adjusted to match bond free revenue in the amount of \$285.

**Human Services Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	126,497	126,191	137,715	-	137,715	137,857
Operating	2,524,871	2,574,228	2,430,227	23,806	2,454,033	2,468,254
Grants-in-Aid	4,707,643	5,566,168	4,675,527	25,000	4,700,527	4,795,784
<b>Total Budgetary Costs</b>	<b>7,359,011</b>	<b>8,266,587</b>	<b>7,243,469</b>	<b>48,806</b>	<b>7,292,275</b>	<b>7,401,895</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Baker Act & Marchman Act (001-370-563)	638,156	664,575	664,574	13,806	678,380	692,601
CHSP & Emergency Assistance (001-370-569)	1,051,147	1,058,776	962,902	-	962,902	963,046
Health Department (001-190-562)	237,345	237,345	237,345	-	237,345	237,345
Line Item - Human Service Agencies (001-888-569)	660,684	334,925	334,925	10,000	344,925	344,925
Medicaid & Indigent Burials (001-370-564)	2,376,316	3,536,220	2,589,550	-	2,589,550	2,667,797
Medical Examiner (001-370-527)	532,396	543,008	559,037	25,000	584,037	601,047
Primary Health Care (001-971-562)	1,817,467	1,830,738	1,834,136	-	1,834,136	1,834,134
Tubercular Care & Child Protection Exams (001-370-562)	45,500	61,000	61,000	-	61,000	61,000
<b>Total Budget</b>	<b>7,359,011</b>	<b>8,266,587</b>	<b>7,243,469</b>	<b>48,806</b>	<b>7,292,275</b>	<b>7,401,895</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	7,359,011	8,266,587	7,243,469	48,806	7,292,275	7,401,895
<b>Total Revenues</b>	<b>7,359,011</b>	<b>8,266,587</b>	<b>7,243,469</b>	<b>48,806</b>	<b>7,292,275</b>	<b>7,401,895</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
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
<b>Total Full-Time Equivalents (FTE)</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>

**Human Services (001-370-527,562,563,564,569)**

<p>Goal</p>	<p>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.</p>
<p>Core Objectives</p>	<ol style="list-style-type: none"> <li>1. Ensure compliance with the following mandated programs and services through the provision of administrative and fiscal oversight: <ul style="list-style-type: none"> <li>▪ Medicaid, which covers nursing home and hospital stays for eligible residents;</li> <li>▪ Health Care Responsibility Act, which funds care for indigent Leon County residents treated for emergency health care in another Florida county;</li> <li>▪ Baker Act, which funds Leon County's match for the stabilization, temporary detention, and evaluation services for short-term mental health inpatient programs;</li> <li>▪ Mental Health, Substance Abuse and Alcohol, which funds Leon County's match for the Community Mental Health Act and substance abuse programs related to the Marchman Act;</li> <li>▪ Indigent Burial, which covers the costs of burial for unclaimed bodies and indigent persons;</li> <li>▪ Child Protection Exams, which provides funding for alleged victims of abuse or neglect; and</li> <li>▪ Tubercular Care, which funds transportation, costs for tuberculosis patients to the State's tuberculosis hospital.</li> <li>▪ Medical Examiner's Office</li> </ul> </li> <li>2. Reduce homelessness and hunger; and enhance health and safety through the provision of financial support from the Direct Emergency Assistance Program.</li> <li>3. Administer the Community Human Service Partnership Program (CHSP) which is an innovative collaboration between Leon County, the City of Tallahassee, and the United Way of the Big Bend to effectively distribute community funds for human services throughout Leon County.</li> <li>4. Continue to support and fund the Tallahassee Senior Citizens Foundation to provide program and activities for seniors in unincorporated Leon County.</li> </ol>
<p>Statutory Responsibilities</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 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 392 mandates that to protect the citizenry from infection of tuberculosis (TB), the county is obligated finance transportation of residents to a TB treatment facility.</p>
<p>Advisory Board</p>	<p>None</p>

**Human Services (001-370-527,562,563,564,569)**

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
Q2	Amount reimbursed for Medicaid County Match and HCRA for hospital and nursing home services provided to citizens enrolled in Medicaid	\$2,530,601	\$2,355,185	\$2,500,000	\$2,536,890
Q2	# of Residents admitted to the publicly funded Baker Act Unit	1,064	978	862	*
Q2	# of Residents admitted to the publicly funded Marchman Act Unit	713	531	659	*
Q2	# of Disposition services provided for indigent, unclaimed, or unidentified persons through the Indigent Burial Program	26	39	35	40
Q2	# of Child Protection Exams Paid	167	182	172	236
EC6	# of families served by the Direct Emergency Assistance Program (DEAP)	194	88	150	150
EC6	# of citizens served through DEAP to prevent homelessness; increase safety; decrease hunger; and improve/enhance health conditions by the provision of rental, utility, food, and prescription assistance	465	185	300	300
EC6	# of CHSP training sessions for applicant agencies	10	10	10	10
EC6	# of CHSP site visits conducted	86	84	71	71

\* This information is provided from third party agency. Information was not available at time of production.

**Human Services - Health Department (001-190-562)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Grants-in-Aid	237,345	237,345	237,345	-	237,345	237,345
Total Budgetary Costs	<u>237,345</u>	<u>237,345</u>	<u>237,345</u>	<u>-</u>	<u>237,345</u>	<u>237,345</u>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	237,345	237,345	237,345	-	237,345	237,345
Total Revenues	<u>237,345</u>	<u>237,345</u>	<u>237,345</u>	<u>-</u>	<u>237,345</u>	<u>237,345</u>

The FY14 Health Department budget is recommended at the same funding level as the previous fiscal year.

**Human Services - Medical Examiner (001-370-527)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Grants-in-Aid	532,396	543,008	559,037	25,000	584,037	601,047
Total Budgetary Costs	532,396	543,008	559,037	25,000	584,037	601,047
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	532,396	543,008	559,037	25,000	584,037	601,047
Total Revenues	532,396	543,008	559,037	25,000	584,037	601,047

Notes:

The major variances for the FY 2014 Medical Examiner budget are as follows:

Increases to Program Funding:

1. Leon County's statutory obligation to fund costs associated with Medical Examiner payments in the amount of \$25,000.

**Human Services - Tubercular Care & Child Protection Exams (001-370-562)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Grants-in-Aid	45,500	61,000	61,000	-	61,000	61,000
Total Budgetary Costs	45,500	61,000	61,000	-	61,000	61,000
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	45,500	61,000	61,000	-	61,000	61,000
Total Revenues	45,500	61,000	61,000	-	61,000	61,000

The FY14 Tubercular Care & Child Protection Exams budget is recommended at the same funding level as the previous fiscal year.

**Human Services - Baker Act & Marchman Act (001-370-563)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	638,156	664,575	664,574	13,806	678,380	692,601
Total Budgetary Costs	638,156	664,575	664,574	13,806	678,380	692,601
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	638,156	664,575	664,574	13,806	678,380	692,601
Total Revenues	638,156	664,575	664,574	13,806	678,380	692,601

Notes:

The major variances for the FY 2014 Baker Act & Marchman budget are as follows:

Increases to Program Funding:

1. Leon County's statutory obligation to fund costs associated with a 3% increase in Baker Act payments in the amount of \$11,247.
2. Leon County's statutory obligation to fund costs associated with a 3% increase in Marchman Act payments in the amount of \$2,559.

**Human Services - Medicaid & Indigent Burials (001-370-564)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	1,231	1,330	1,330	-	1,330	1,330
Grants-in-Aid	2,375,085	3,534,890	2,588,220	-	2,588,220	2,666,467
Total Budgetary Costs	<u>2,376,316</u>	<u>3,536,220</u>	<u>2,589,550</u>	<u>-</u>	<u>2,589,550</u>	<u>2,667,797</u>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	2,376,316	3,536,220	2,589,550	-	2,589,550	2,667,797
Total Revenues	<u>2,376,316</u>	<u>3,536,220</u>	<u>2,589,550</u>	<u>-</u>	<u>2,589,550</u>	<u>2,667,797</u>

Notes:

The major variances for the FY 2014 Medicaid & Indigent Burials budget are as follows:

Decreases to Program Funding:

1. In the FY2013 budget Medicaid expenses were increased due to anticipated legislative changes occurring that did not happen. Therefore, the level of funding decreased to previously projected FY2014 levels, in the amount of \$946,670 from FY2013.

**Human Services - CHSP & Emergency Assistance (001-370-569)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	50,514	49,776	57,902	-	57,902	58,046
Operating	144,000	144,000	-	-	-	-
Grants-in-Aid	856,632	865,000	905,000	-	905,000	905,000
Total Budgetary Costs	<u>1,051,147</u>	<u>1,058,776</u>	<u>962,902</u>	<u>-</u>	<u>962,902</u>	<u>963,046</u>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	1,051,147	1,058,776	962,902	-	962,902	963,046
Total Revenues	<u>1,051,147</u>	<u>1,058,776</u>	<u>962,902</u>	<u>-</u>	<u>962,902</u>	<u>963,046</u>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Human Services Analyst	1.00	1.00	1.00	-	1.00	1.00
Total 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>

Notes:

The major variances for the FY 2014 Community Human Services Partnership & Emergency Assistance budget are as follows:

Decreases to Program Funding:

1. Cost associated with budget in the amount of \$144,000, for Senior Outreach which was realigned to Parks and Recreation Department.

Increases to Program Funding:

1. Costs associated with an increase in County's portion of funding for the Florida Retirement System investment plan, Workers Compensation, and Health Insurance. These increases do not consider any employee salary adjustments.
2. Contracts or other obligations for continuity of services.

**Human Services - Line Item - Human Service Agencies (001-888-569)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	-	10,000	10,000	10,000	20,000	20,000
Grants-in-Aid	660,684	324,925	324,925	-	324,925	324,925
Total Budgetary Costs	660,684	334,925	334,925	10,000	344,925	344,925

<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	660,684	334,925	334,925	10,000	344,925	344,925
Total Revenues	660,684	334,925	334,925	10,000	344,925	344,925

Notes:

The major variances for the FY 2014 Line Item -Human Service Agencies are as follows:

Increases to Program Funding:

1. Women & Girls Commission research and data analysis in the amount of \$20,000.

**Primary Healthcare (001-971-562)**

<b>Goal</b>	To improve the health of citizens by providing quality and cost effective health services through collaborative community partnerships.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Collaborate with CareNet partners for the provision of healthcare services for uninsured and financially indigent residents.</li> <li>2. Partner with CareNet and other community agencies to pursue opportunities to leverage county funding and resources to expand access to healthcare.</li> <li>3. Provide administrative and fiduciary oversight to ensure program and contract compliance.</li> <li>4. Collaborate with CareNet partners and the Community Health Coordinating Committee to achieve program goals.</li> </ol>
<b>Statutory Responsibilities</b>	<p>Florida Statute 154.011                  Florida Administrative Code 64F-10.001</p>
<b>Advisory Board</b>	The Community Health Coordinating Committee provides advisement to staff on the provision and coordination of community health services.

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
Q3	# Residents receiving primary healthcare through CareNet providers.	15,699	19,400	20,000	20,500
Q3	Value of prescriptions filled by CareNet providers.	\$7,329,893	\$6,036,947	\$6,100,00	\$6,200,000
Q3	Value of specialty medical and dental care provided through We Care <sup>1</sup>	\$1,425,000	\$3,482,793	\$3,500,000	\$3,600,000
Q3	# Residents receiving specialty medical and dental care provided through We Care.	1,415	1,026	1,040	1,060
Q3	Community benefit realized through the receipt of grants and leveraging of County funding and resources as grant matches. <sup>2</sup>	N/A	\$3,469,610	\$3,568,555	\$3,568,555

Notes:

1. Beginning FY 2013/14 medical and dental will be reported separately.
2. New measure as of FY 2013/14

**Human Services - Primary Health Care (001-971-562)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	75,982	76,415	79,813	-	79,813	79,811
Operating	1,741,484	1,754,323	1,754,323	-	1,754,323	1,754,323
<b>Total Budgetary Costs</b>	<b>1,817,467</b>	<b>1,830,738</b>	<b>1,834,136</b>	<b>-</b>	<b>1,834,136</b>	<b>1,834,134</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	1,817,467	1,830,738	1,834,136	-	1,834,136	1,834,134
<b>Total Revenues</b>	<b>1,817,467</b>	<b>1,830,738</b>	<b>1,834,136</b>	<b>-</b>	<b>1,834,136</b>	<b>1,834,134</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Healthcare Services Coordinator	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

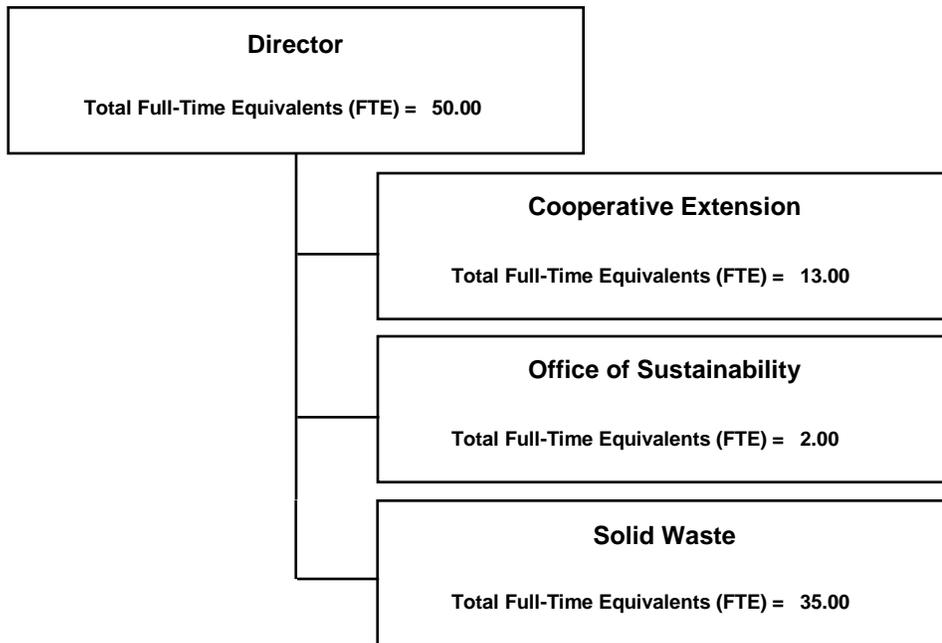
Notes:

The major variances for the FY 2014 Primary Healthcare budget are as follows:

Increases to Program Funding:

1. Costs associated with an increase in County's portion of funding for the Florida Retirement System investment plan, Workers Compensation, and Health Insurance. These increases do not consider any employee salary adjustments.

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## **Executive Summary**

The Office of Resource Stewardship section of the Leon County FY 2014 Annual Budget is comprised of the Office of Sustainability, Cooperative Extension, and Solid Waste Management.

The Office of Resource Stewardship manages the sustainability of County resources. Cooperative Extension provides information and conducts educational programs on various issues including energy conservation, food safety, and child and family development. The Solid Waste Division consists of the Solid Waste Management Facility, the Rural Waste Services Centers, the Transfer Station Operations, Hazardous Waste, and Recycling and Education.

As part of the Leon LEADS Strategic Planning process, a Business Plan was developed for the Office of Resource Stewardship to communicate the continued alignment of the Board's strategic priorities and identified strategic 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 will serve as a gauge to assist the department in measuring outcomes of the plan.

### **HIGHLIGHTS**

As a result of an efficiency study conducted by the new Director, the Solid Waste Division was reorganized. The reorganization resulted in the elimination of two positions from the Solid Waste Management Facility and the Hazardous Waste program. In addition, Class III, Appliance, Hazardous and Yard Waste services were reduced.

During FY 2013, Solid Waste successfully rebid the waste collection services contract. This resulted in a 30% reduction of cost to citizens in unincorporated Leon County.

Effective October 1, 2013 the Board approved the closure of the Blount Rural Waste Services Center and a new fee structure to support the operation of the remaining Rural Waste Services Center sites. The fees will eliminate the general revenue subsidy to the Solid Waste Enterprise Fund.

# 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 Division of Solid Waste, and the Cooperative Extension program, 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**

- Ensure the provision of the most basic services to our citizens most in need so that we have a “ready workforce.” (EC6) 2012

**Environment**

- Protect our water supply, conserve environmentally sensitive lands, safeguard the health of our natural ecosystems and protect our water quality including the Floridan Aquifer, from local and upstream pollution. (EN1) Revised 2013
- Promote orderly growth which protects our environment, preserves our charm, maximizes public investment, and stimulates better and more sustainable economic returns. (EN2) 2012
- Educate citizens and partner with community organizations to promote sustainable practices. (EN3) 2012
- Reduce our carbon footprint, realize energy efficiencies, and be a catalyst for renewable energy, including: solar. (EN4) 2012

**Governance**

- 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) 2012

**Quality of Life**

- Maintain and further develop programs and partnerships necessary to support and promote a healthier community, including: access to health care and community-based human services. (Q3) Revised 2013
- Create senses of place in our rural areas through programs, planning and infrastructure, phasing in appropriate areas to encourage connectedness. (Q5) 2012

**Strategic Initiatives**

October 1, 2011 – December 31, 2013

1. Develop energy reduction master plan (EN4, G5) 2012	In Progress
2. Further develop clean-green fleet initiatives (EN4) 2012	Complete
3. Conduct the Leon County Sustainable Communities Summit (EN3) 2012	Ongoing
4. Pursue opportunities to fully implement a commercial and residential Property Assessed Clean Energy (PACE) program (EN2, EN3) 2012	Complete
5. Evaluate Waste Composition Study (EN4) 2012	Complete
6. Identify alternative disposal options (EN4) 2012	Complete
7. Explore bio-gas generation and other renewable energy opportunities at Solid Waste Management Facility (EN4) 2012	Complete
8. Seek competitive solicitations for singlestream curbside recycling and comprehensively reassess solid waste fees with goals of reducing costs and increasing recycling (EN4) 2013	Complete
9. Provide Hazardous Waste Collection (EN1, EN3) 2012	Ongoing
10. Provide 4-H Programs (EC6) 2012	Ongoing
11. Consider policy for supporting new and existing community gardens on County property and throughout the County (EC6, EN3, Q5) 2012	Complete
12. Expand the community garden program (EN3, EC6, Q5) 2013	Complete
13. Educate at risk families to build healthy lives through Expanded Food and Nutrition Education Program (EFNEP) and other family community programs (EC6, Q3) 2012	Ongoing
14. Provide state landscaping and pesticide certifications (EN3) 2012	Ongoing

Office of Resource Stewardship

Actions	1.	Energy master plan: Assess performance of County buildings and prioritize areas for retrofit. (EN4, G5)	Sustainability Facilities
	2.	Clean-green fleet: Assemble green fleet team, gather base-line inventory data, develop idling education, and develop employee education. (EN4)	Sustainability Fleet
	3.	On a bi-annual basis host the Sustainable Communities Summit, providing in depth education and discussion to nearly 350 community members. (EN3)	Sustainability
	4.	Pursue PACE: Develop RFP and contract for commercial PACE, seek Board approval, negotiate agreement with vendor, create and promote program. (EN2, EN3, EN4)	Sustainability
	5.	Waste composition study: Utilize study results when crafting collection and processing system Request for Proposals. (EN2, G5)	Solid Waste Sustainability
	6.	Identify alternative disposal options: Utilize a consultant to evaluate and identify alternative disposal options, present recommendations to the Board, conduct any RFPs or agreements necessary to implement Board alternative disposal options, and educate community as to enhancements. (EN4)	Solid Waste Sustainability
	7.	Singlestream recycling and Solid Waste fees: issue ITB for new franchise vendor, implement singlestream recycling and related education, explore privatization of the transfer Station, and explore models for self-sustaining Rural Waste Service Centers. (EN4)	Solid Waste Sustainability
	8.	Explore renewable energy: hold a workshop to provide staff direction on developing strategies to reach 75% recycling goal and other solid waste issues. (EN2, EN4 G5)	Solid Waste Sustainability
	9.	Continue to provide community collection events September through May, and look to leverage the Leon County events with other community collection initiatives such as Spring Green Clean-out and Cans for Cash. (EN1, EN3)	Solid Waste Sustainability
	10.	Provide 4-H programs: Teach youth Science, Technology, Engineering, Math (STEM), Leadership and Citizenship skills through 4-H youth development activities such as camping, public speaking and other experiential learning activities. (EC6)	Cooperative Extension Sustainability
	11.	Develop formal community gardens policy and amend the code of laws for approval by the Board. (EC6, EN3, Q5)	Cooperative Extension
	12.	Expand the community gardens to include the use of flooded property, develop program guidelines for community and stakeholder gardens, market program, and support development of new gardens. (EC6, EN3, Q5)	Sustainability
	13.	Teach at-risk families and individuals skills for food resource management, nutrition, food safety and meal planning through individual and small-group classes. Implement strategies to develop and promote educational use of the Sustainable Demonstration Center. (EC6, Q3)	Cooperative Extension
	14.	Teach best management practices through state mandated landscaping and pesticide certification training. (EN3)	Cooperative Extension
Performance Measures	EN4	Reduce overall fuel consumption by a total of 3% by Fiscal Year 2015	
	EN4	% of County drivers to receive training in green driving habits by Fiscal Year 2014	
	EN4	% of waste tonnage recycled annually (relating to the State Recycling Goal)	
	Q7	75% of participants will show improvement in two or more nutrition practices (i.e. plans meals, makes healthy food choices, reads labels, has children eat breakfast, prepares food without adding salt) by the completion of the class.	

Leon County Fiscal Year 2014 Adopted Budget

Office of Resource Stewardship

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	2,691,382	2,543,969	2,607,360	4,278	2,611,638	2,479,838
Operating	6,559,624	7,959,887	6,382,321	51,387	6,433,708	5,713,717
Transportation	424,814	549,433	490,623	-	490,623	490,623
Capital Outlay	19,056	32,387	4,800	-	4,800	-
Grants-in-Aid	21,375	21,375	21,375	-	21,375	21,375
<b>Total Budgetary Costs</b>	<b>9,716,251</b>	<b>11,107,051</b>	<b>9,506,479</b>	<b>55,665</b>	<b>9,562,144</b>	<b>8,705,553</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Cooperative Extension	481,347	520,297	527,470	14,374	541,844	541,742
Office of Sustainability	204,935	282,979	281,055	3,905	284,960	284,746
Solid Waste	9,029,969	10,303,775	8,697,954	37,386	8,735,340	7,879,065
<b>Total Budget</b>	<b>9,716,251</b>	<b>11,107,051</b>	<b>9,506,479</b>	<b>55,665</b>	<b>9,562,144</b>	<b>8,705,553</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	686,282	803,276	808,525	18,279	826,804	826,488
401 Solid Waste	9,029,969	10,303,775	8,697,954	37,386	8,735,340	7,879,065
<b>Total Revenues</b>	<b>9,716,251</b>	<b>11,107,051</b>	<b>9,506,479</b>	<b>55,665</b>	<b>9,562,144</b>	<b>8,705,553</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Cooperative Extension	14.00	13.18	13.18	(0.18)	13.00	13.00
Office of Sustainability	2.00	2.00	2.00	-	2.00	2.00
Solid Waste	41.00	37.00	37.00	(2.00)	35.00	35.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>57.00</b>	<b>52.18</b>	<b>52.18</b>	<b>(2.18)</b>	<b>50.00</b>	<b>50.00</b>
<b>OPS Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Solid Waste	2.00	2.00	2.00	-	2.00	2.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>

### Cooperative Extension (001-361-537)

<p>Goal</p>	<p>The goal of the Cooperative Extension Division is to provide researched based educational programs and information on horticulture, agriculture, natural resources, forestry, family &amp; 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.</p>
<p>Core Objectives</p>	<p>Horticulture, Agriculture, Forestry and Natural Resources:</p> <ol style="list-style-type: none"> <li>1. Train and manage Master Gardener, Master Wildlife and Sustainable Floridian volunteers to teach citizens to adopt best management practices that reduce non-point source pollution of stormwater from fertilizers, pesticides, and other landscape practices. Provide citizens with scientific understanding of local watersheds, ecosystems, tree safety and health, hurricane preparedness, and personal practices for sustainability.</li> <li>2. Serve as a training and testing center for pesticide applicators, ensuring applicators comply with laws regulating pest control and safeguarding our environment. Provides Continuing Education Units and Certification Seminars for landscape professionals, arborists and urban foresters.</li> <li>3. Provide leadership and technical expertise to county and state agencies in obtaining federal grant funds. Teach educational activities that assist with keeping Leon County's Stormwater Division in compliance with the National Pollutant Discharge Elimination System (NPDES) permit requirements. Provide expertise in land management of greenways and parks. Demonstrate sustainability practices and teach energy, water and natural resource conservation.</li> <li>4. Provide management plans and educational programs which help rural landowners be better stewards of their land. Conduct individual consultations and group learning opportunities for producers, providing current research and information to strengthen production and economic viability of Leon County's agricultural sector</li> </ol> <p>Family and Consumer Sciences:</p> <ol style="list-style-type: none"> <li>1. Administer the USDA Expanded Food and Nutrition Education Program (EFNEP), by supervising, training, and evaluating four full-time EFNEP paraprofessionals who provide in-depth food and nutrition education programs for limited resource families throughout the county.</li> <li>2. Deliver food safety, nutrition, and physical activity education to address obesity prevention and other health issues for youth and senior citizens with limited resources.</li> <li>3. Provide worksite wellness education programs addressing increased physical activity and healthy lifestyle behaviors to reduce the risk of chronic diseases and obesity.</li> <li>4. Provide parent education and financial literacy educational opportunities for individuals and families, including families experiencing homelessness, drug rehabilitation, or preparing for return to the community following incarceration. Classes address positive discipline and guidance, communication, budgeting, credit management, saving and investing.</li> </ol> <p>4-H and Other Youth Programs:</p> <ol style="list-style-type: none"> <li>1. Utilize a variety of delivery methods to develop life skills in youth ages 5-18 through 4-H clubs including: individual at-large members, special interests groups, 4-H in the classroom, and residential and day camping.</li> <li>2. Plan, implement, and evaluate 4-H/Tropicana public speaking contest for Leon County 4th, 5th and 6th grade students.</li> <li>3. Recruit, screen, and train teen and adult volunteer leaders to be successful club leaders, teach subject matter and life skills, judge events and serve in an advisory capacity, all while providing safe environments for youth.</li> <li>4. Provide opportunities for youth to engage in their own development and maintain positive relationships with others through 4-H club work, workshops, and day camp experiences.</li> </ol>
<p>Statutory Responsibilities</p>	<p>Florida Statue, 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 and Morrill Act</p>
<p>Advisory Board</p>	<p>Overall Extension Advisory Committee; Extension Horticultural/Forestry/Natural Resources Advisory Committee; Extension Family and Consumer Sciences Advisory Committee; and Extension 4-H Youth Advisory Committee</p>

**Cooperative Extension (001-361-537)**

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
EC6	# of group learning opportunities provided	3,433	3,102	2,700	2,700
EN3	# of pesticide applicator continuing education units (CEUs )	920	1,109	400	400
EN3	# of residents receiving environmental technical assistance	96,355	96,484	78,000	78,000
EC6, Q3	# of limited resource citizens receiving nutrition assistance	19,911	17,732	20,000	12,000
EC6, Q3	# of residents receiving Family and Consumer Sciences technical assistance	31,337	27,502	35,000	25,000
EC6	# of volunteers hours provided by Extension trained volunteers	26,876	22,880	20,000	20,000
EC6, Q3	# of youth involved in 4-H Clubs activities	5,894	7,074	7,000	7,000
EC6	# of residents receiving 4-H technical assistance	10,636	10,793	8,500	8,500
Q3	% of participants showing improvement in two or more nutrition practices by the completion of the Expanded Food and Nutrition Education Program (EFNEP)	93%	93%	94%	75%

**Cooperative Extension (001-361-537)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	402,025	429,031	438,891	14,374	453,265	453,163
Operating	61,119	86,939	80,913	-	80,913	80,913
Transportation	2,230	4,327	7,666	-	7,666	7,666
Capital Outlay	15,974	-	-	-	-	-
<b>Total Budgetary Costs</b>	<b>481,347</b>	<b>520,297</b>	<b>527,470</b>	<b>14,374</b>	<b>541,844</b>	<b>541,742</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	481,347	520,297	527,470	14,374	541,844	541,742
<b>Total Revenues</b>	<b>481,347</b>	<b>520,297</b>	<b>527,470</b>	<b>14,374</b>	<b>541,844</b>	<b>541,742</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Program Assistant	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate IV	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate V	1.00	1.00	-	-	-	-
Administrative Associate VI	-	-	1.00	-	1.00	1.00
Director of County Extension	1.00	1.00	1.00	-	1.00	1.00
Extension Agent, Natural Resources	1.00	1.00	1.00	-	1.00	1.00
Extension Agent, 4-H Youth	2.00	2.00	2.00	-	2.00	2.00
Extension Agent, Home Economics	1.00	1.00	1.00	-	1.00	1.00
Maid	1.00	0.18	0.18	(0.18)	-	-
Urban County Forester	1.00	1.00	1.00	-	1.00	1.00
Extension Agent, Horticulture	1.00	1.00	1.00	-	1.00	1.00
Extension Agent, Agriculture	1.00	1.00	1.00	-	1.00	1.00
Extension Agent, Family & Cons Svc	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>14.00</b>	<b>13.18</b>	<b>13.18</b>	<b>(0.18)</b>	<b>13.00</b>	<b>13.00</b>

The major variances for the FY 2014 Cooperative Extension budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Cell phone allowances for nine Extension agents for a net increase of \$8,100.
3. Transportation costs associated with vehicle repairs and fuel in the amount of \$3,239.
4. Communication costs in the amount of \$250.

**Decreases to Program Funding:**

1. Costs associated with programmatic budget reduction such as the elimination of a part-time Maid position in the amount of \$4,356.
2. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$2,789.

The University of Florida Institute of Food & Agricultural Sciences (UF-IFAS) provides 70% of the salary and all benefits for each Extension Agent. The County pays the remaining 30% of the salary.

**Office of Sustainability Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	135,822	168,091	165,755	3,905	169,660	169,446
Operating	47,634	91,625	91,635	-	91,635	91,635
Transportation	104	1,888	2,290	-	2,290	2,290
Grants-in-Aid	21,375	21,375	21,375	-	21,375	21,375
<b>Total Budgetary Costs</b>	<b>204,935</b>	<b>282,979</b>	<b>281,055</b>	<b>3,905</b>	<b>284,960</b>	<b>284,746</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Line Item - Keep Tall. Beautiful (001-888-539)	21,375	21,375	21,375	-	21,375	21,375
Office of Sustainability (001-127-513)	183,560	261,604	259,680	3,905	263,585	263,371
<b>Total Budget</b>	<b>204,935</b>	<b>282,979</b>	<b>281,055</b>	<b>3,905</b>	<b>284,960</b>	<b>284,746</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	204,935	282,979	281,055	3,905	284,960	284,746
<b>Total Revenues</b>	<b>204,935</b>	<b>282,979</b>	<b>281,055</b>	<b>3,905</b>	<b>284,960</b>	<b>284,746</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Office of Sustainability	2.00	2.00	2.00	-	2.00	2.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>

**Office of Sustainability (001-127-513)**

<b>Goal</b>	The goal of the Office of Sustainability is to initiate and maintain a commitment to sustainable practices through innovative leadership and cooperative partnerships within Leon County operations and our community.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Coordinate the development and implementation of energy conservation measures.</li> <li>2. Communicate, publicize, and promote sustainable practices within County operations and the community.</li> <li>3. Oversee the documentation, measurement, and evaluation of program performance data.</li> <li>4. Initiate and facilitate opportunities to improve sustainability, conserve energy, and reduce green house gases.</li> <li>5. Research and analyze trends, emerging technologies, and best practices.</li> </ol>
<b>Statutory Responsibilities</b>	Leon County Resolution R07-15 supporting participation in the International Council for Local Environmental Initiatives (ICLEI); Leon County Resolution R08-64 supporting participation in the local government Green Jobs Pledge; HB 7135, affecting F.S 255, 286.28
<b>Advisory Board</b>	Sharing TREE Capital Area Sustainability Council Community Carbon Fund Advisory Committee Extension Advisory Committee for Climate Change and Sustainable Living Education Tallahassee Food Network

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
G5	Leveraged grant funds expended <sup>1</sup>	\$1,214,638	\$677,510	N/A	\$8,000
EN3	Individuals reached through educational presentations <sup>2</sup>	11,933	725	1,000	1,500
EN4	Estimated energy savings from conservation projects <sup>3</sup>	\$588,307	\$675,000	\$700,000	\$715,000

- Notes:
1. FY14 represents a Fish & Wildlife Commission grant for bear proof carts; staff will diligently seek additional grant opportunities as they become available.
  2. Includes events such as the Sustainable Communities Summit, presentations to students, Cooperative Extension Open House, America Recycles Day, Library speaking series, and Eco-teams.
  3. Projects include HVAC improvements and Energy Savings Contract (ESCO) Phase 1, 2, & 3, an energy efficiency improvement capital improvement project.

**Office of Sustainability - Office of Sustainability (001-127-513)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	135,822	168,091	165,755	3,905	169,660	169,446
Operating	47,634	91,625	91,635	-	91,635	91,635
Transportation	104	1,888	2,290	-	2,290	2,290
<b>Total Budgetary Costs</b>	<b>183,560</b>	<b>261,604</b>	<b>259,680</b>	<b>3,905</b>	<b>263,585</b>	<b>263,371</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	183,560	261,604	259,680	3,905	263,585	263,371
<b>Total Revenues</b>	<b>183,560</b>	<b>261,604</b>	<b>259,680</b>	<b>3,905</b>	<b>263,585</b>	<b>263,371</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Sustainability Program Coordinator	1.00	1.00	1.00	-	1.00	1.00
Director, Office of Resource Stewardship	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>

The major variances for the FY 2014 Office of Sustainability budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014. These increases are offset by decreases associated with changes in employee healthcare coverage.
2. Transportation costs associated with the addition of vehicle coverage in the amount of \$690. This increase is offset by decreased vehicle repair costs in the amount of \$288.

**Office of Sustainability - Line Item - Keep Tall. Beautiful (001-888-539)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Grants-in-Aid	21,375	21,375	21,375	-	21,375	21,375
Total Budgetary Costs	21,375	21,375	21,375	-	21,375	21,375
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	21,375	21,375	21,375	-	21,375	21,375
Total Revenues	21,375	21,375	21,375	-	21,375	21,375

Consistent with the County's efforts to streamline its sustainability efforts, funding for Keep Tallahassee/Leon County Beautiful was realigned to the Office of Resource Stewardship. Funding is recommended at the same funding level as the previous fiscal year.

**Solid Waste Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	2,153,535	1,946,847	2,002,714	(14,001)	1,988,713	1,857,229
Operating	6,450,871	7,781,323	6,209,773	51,387	6,261,160	5,541,169
Transportation	422,480	543,218	480,667	-	480,667	480,667
Capital Outlay	3,083	32,387	4,800	-	4,800	-
<b>Total Budgetary Costs</b>	<b>9,029,969</b>	<b>10,303,775</b>	<b>8,697,954</b>	<b>37,386</b>	<b>8,735,340</b>	<b>7,879,065</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Hazardous Waste (401-443-534)	571,337	560,457	562,982	37,508	600,490	599,563
Landfill Closure (401-435-534)	96,084	546,483	110,123	-	110,123	110,323
Recycling Services & Education (401-471-534)	352,734	293,670	226,798	(28,670)	198,128	197,816
Rural Waste Service Centers (401-437-534)	847,457	842,718	829,541	68,029	897,570	893,886
Solid Waste Management Facility (401-442-534)	2,000,106	2,007,212	1,728,286	29,871	1,758,157	1,138,032
Transfer Station Operations (401-441-534)	5,162,250	6,053,235	5,240,224	(69,352)	5,170,872	4,939,445
<b>Total Budget</b>	<b>9,029,969</b>	<b>10,303,775</b>	<b>8,697,954</b>	<b>37,386</b>	<b>8,735,340</b>	<b>7,879,065</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
401 Solid Waste	9,029,969	10,303,775	8,697,954	37,386	8,735,340	7,879,065
<b>Total Revenues</b>	<b>9,029,969</b>	<b>10,303,775</b>	<b>8,697,954</b>	<b>37,386</b>	<b>8,735,340</b>	<b>7,879,065</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Rural Waste Service Centers	9.00	8.00	8.00	1.15	9.15	9.15
Transfer Station Operations	11.53	12.33	12.33	(2.15)	10.18	10.18
Solid Waste Management Facility	11.47	10.67	10.67	0.30	10.97	10.97
Hazardous Waste	4.00	4.00	4.00	(0.75)	3.25	3.25
Recycling Services & Education	5.00	2.00	2.00	(0.55)	1.45	1.45
<b>Total Full-Time Equivalents (FTE)</b>	<b>41.00</b>	<b>37.00</b>	<b>37.00</b>	<b>(2.00)</b>	<b>35.00</b>	<b>35.00</b>
<b>OPS Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Rural Waste Service Centers	1.00	1.00	1.00	-	1.00	1.00
Hazardous Waste	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>

**Solid Waste - Landfill Closure (401-435-534)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	-	14,000	3,000	-	3,000	3,000
Operating	96,084	532,483	107,123	-	107,123	107,323
Total Budgetary Costs	96,084	546,483	110,123	-	110,123	110,323

<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
401 Solid Waste	96,084	546,483	110,123	-	110,123	110,323
Total Revenues	96,084	546,483	110,123	-	110,123	110,323

This program is recommended at an overall decreased funding level.

Decreases to Program Funding:

1. Elimination of landfill closure financial requirements in the amount of \$425,360 due to the FY 2014 anticipated closing of the landfill. As the County moves toward the complete closure of the landfill, this account will be adjusted based on the actual costs utilizing the appropriately established reserve accounts.

### Solid Waste – Rural Waste Service Centers (401-437-534)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide solid waste drop-off services for residents in unincorporated Leon County.</li> <li>2. Provide drop-off for garbage, appliances, tires, yard debris, recyclables, electronics, automotive batteries, fluorescent tubes and used motor oil.</li> <li>3. Conduct safe hauling and transportation of collected waste to the appropriate Solid Waste Management Facility.</li> <li>4. Provide waste screening.</li> <li>5. Provide community information kiosks.</li> </ol>
<b>Statutory Responsibilities</b>	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.
<b>Advisory Board</b>	None

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
G1	# of random load inspections per site per month <sup>1</sup>	10	10	10	10
G2	Annual customer satisfaction survey score (1=very poor, 5=excellent)	4.8	4.8	4	4
G5	# of chargeable accidents for roll-off truck drivers	0	0	0	0
G5	# of traffic violations for roll-off truck drivers	0	0	0	0
G2	Average customer turn around time from gate to gate	8 minutes	8 minutes	8 minutes	8 minutes
G2	Average truck turn around time from gate to gate <sup>2</sup>	90 minutes	80 minutes	90 minutes	90 minutes
EN1	Tons of rural waste collected <sup>3</sup>	5,763	5,586	5,500	5,500

Notes:

1. The range of load inspections vary from 5 to 15 per month (average per month is 10) depending upon traffic and center location.
2. Construction on portions of Capital Circle SW continues to impede traffic flow resulting in an average gate-to-gate time of 90 minutes.
3. The significant decrease is likely reflective of the continued downturn in the economy. Tonnage of waste disposed often mirrors changes in the overall economic condition.

**Solid Waste - Rural Waste Service Centers (401-437-534)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	452,114	357,285	411,822	68,029	479,851	482,287
Operating	294,340	344,734	301,392	-	301,392	300,072
Transportation	101,004	131,572	111,527	-	111,527	111,527
Capital Outlay	-	9,127	4,800	-	4,800	-
<b>Total Budgetary Costs</b>	<b>847,457</b>	<b>842,718</b>	<b>829,541</b>	<b>68,029</b>	<b>897,570</b>	<b>893,886</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
401 Solid Waste	847,457	842,718	829,541	68,029	897,570	893,886
<b>Total Revenues</b>	<b>847,457</b>	<b>842,718</b>	<b>829,541</b>	<b>68,029</b>	<b>897,570</b>	<b>893,886</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
In-Mate Supervisor	-	-	-	0.25	0.25	0.25
Rural Waste Site Attendant	6.00	5.00	5.00	-	5.00	5.00
Rural Waste Center Supervisor	1.00	1.00	1.00	-	1.00	1.00
Solid Waste Operator	2.00	2.00	2.00	0.80	2.80	2.80
Solid Waste Superintendent	-	-	-	0.10	0.10	0.10
<b>Total Full-Time Equivalents (FTE)</b>	<b>9.00</b>	<b>8.00</b>	<b>8.00</b>	<b>1.15</b>	<b>9.15</b>	<b>9.15</b>
<b>OPS Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Rural Waste Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

The major variances for the FY 2014 Solid Waste – Rural Waste Service Centers budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the Solid Waste reorganization (80% budget split realignment for the Solid Waste Operator position from Recycling; 25% budget split realignment for Inmate Supervisor position from the Solid Waste Management Facility; and 10% budget split realignment for Solid Waste Superintendent position from Transfer Station). Increases also include costs associated with the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.

**Decreases to Program Funding:**

1. Operating costs such as recycling contractor tipping fees, other current charges and obligations (Transfer Station loads, tires and E-waste), and printing and binding in the amount of \$43,342.  
 2. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$20,045.

### Solid Waste – Transfer Station Operations (401-441-534)

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide a management facility for residential and commercial Class I solid waste for all Leon County.</li> <li>2. Conduct screening of delivered waste for prohibited materials.</li> <li>3. Provide transportation and disposal of accepted waste to a regional landfill, by agreement with contracted waste disposal company.</li> <li>4. Host tours and educational opportunities to civic and school groups to promote recycling and waste minimization.</li> <li>5. Provide a facility for County’s Continuity of Operations Plan (COOP) in case of disaster.</li> <li>6. Provide public weighments at the facility scalehouse.</li> <li>7. Provide litter control on Gum Road and portions of Capital Circle NW.</li> </ol>
<b>Statutory Responsibilities</b>	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.
<b>Advisory Board</b>	Joint County-City Financial Review Committee

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G1	Tipping Fee	\$41.80	\$52.50/Ton*

\*Five similar sized counties, Collier County annual tip fee survey

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
G2	% of operating days with waste left on the floor overnight	0	0	0	0
G2	Average loading time for transport trailers	12 minutes	12 minutes	12 minutes	12 minutes
G4	% of employees satisfying FDEP certification requirements	100	100	100	100
G1	% of FDEP quarterly inspections found in compliance	100	100	100	100
EN1	Average net outbound load weight (tons)	22.5	22.4	22.5	22.5
EN1	Tons of Class I waste processed <sup>1</sup>	185,571	164,346	150,000	150,000

Notes:

1. Decrease in waste processed is a reflection of the continued downturn in the economy and increased recycling.

**Solid Waste - Transfer Station Operations (401-441-534)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	585,658	612,990	586,341	(69,352)	516,989	517,408
Operating	4,466,980	5,288,048	4,516,450	-	4,516,450	4,284,604
Transportation	109,612	143,264	137,433	-	137,433	137,433
Capital Outlay	-	8,933	-	-	-	-
<b>Total Budgetary Costs</b>	<b>5,162,250</b>	<b>6,053,235</b>	<b>5,240,224</b>	<b>(69,352)</b>	<b>5,170,872</b>	<b>4,939,445</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
401 Solid Waste	5,162,250	6,053,235	5,240,224	(69,352)	5,170,872	4,939,445
<b>Total Revenues</b>	<b>5,162,250</b>	<b>6,053,235</b>	<b>5,240,224</b>	<b>(69,352)</b>	<b>5,170,872</b>	<b>4,939,445</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Director of Solid Waste	0.33	0.33	0.33	-	0.33	0.33
In-Mate Supervisor	0.20	1.00	1.00	(0.75)	0.25	0.25
Service Worker	1.00	1.00	1.00	-	1.00	1.00
Solid Waste Operator	4.00	4.00	4.00	-	4.00	4.00
Solid Waste Superintendent	-	-	-	0.10	0.10	0.10
Solid Waste Supervisor	1.00	1.00	1.00	-	1.00	1.00
Sr. Solid Waste Operator	1.00	1.00	1.00	-	1.00	1.00
Weighmaster	2.00	2.00	2.00	-	2.00	2.00
Solid Waste Financial Specialist	1.00	1.00	1.00	(0.50)	0.50	0.50
Contract Compliance Technician	1.00	1.00	1.00	(1.00)	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>11.53</b>	<b>12.33</b>	<b>12.33</b>	<b>(2.15)</b>	<b>10.18</b>	<b>10.18</b>

The major variances for the FY 2014 Solid Waste – Transfer Station budget are as follows:

Decreases to Program Funding:

1. Costs associated with the Solid Waste reorganization (realignment of Contract Compliance Technician position to Solid Waste Management Facility (SWMF); realignment of a 50% budget split for Waste Financial Specialist position to SWMF; and realignment of a 75% budget split for Inmate Supervisor position to Recycling (25%), Hazardous Waste (25%) and Rural Waste Services (25%) and realignment of a 10% budget split for Solid Waste Superintendent position from the Transfer Station. These decreases are offset by costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Through a negotiation with Waste Management, a significant reduction in the cost of disposal at Springhill Landfill will be realized in FY 2014, including operating costs such as hauling and disposal services, utility services, travel, rental and leases, repair and maintenance, printing and binding, and training in the amount of \$771,598.
3. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$5,831.
4. Communication costs in the amount of \$50.

## Solid Waste – Solid Waste Management Facility/ Landfill Closure

<b>Goal</b>	<p><i>Solid Waste Management Facility</i></p> <p>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.</p> <p><i>Landfill Closure</i></p> <p>The goals of Solid Waste Facility Landfill Closure/Post Closure are to comply with the Florida Department of Environmental Protection Operating Permit, to ensure that existing solid waste is properly contained by maintaining the surfaces of the inactive cells to reduce erosion and landfill gas emissions.</p>
<b>Core Objectives</b>	<p><i>Solid Waste Management Facility</i></p> <ol style="list-style-type: none"> <li>1. Manage a cost effective, convenient, and environmentally safe Solid Waste Management Facility.</li> <li>2. Recycle yard debris and waste tires.</li> <li>3. Provide environmental monitoring of air, groundwater, and surface water.</li> <li>4. Provide free coarse and fine mulch to residents and businesses.</li> <li>5. Maintain all-weather, safe access to all areas of the Solid Waste Management Facility.</li> <li>6. Maintain and provide erosion control of closed and inactive landfill cells.</li> <li>7. Provide stormwater management and treatment.</li> <li>8. Provide litter control within the facility and along portions of Apalachee Parkway.</li> <li>9. Properly dispose of asbestos.</li> </ol> <p><i>Landfill Closure</i></p> <ol style="list-style-type: none"> <li>1. Maintain existing closed cells of the landfill that contain Class I solid waste as required by Florida Department of Environmental Protection permit.</li> <li>2. Install necessary lining material and sod to prevent landfill waste from damaging the surrounding environment.</li> </ol>
<b>Statutory Responsibilities</b>	<p><i>Solid Waste Management Facility</i></p> <p>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. Article V, Section 18-136, Leon County Code of Ordinances authorizes the County to own, operate and maintain solid waste disposal systems and to levy a charge or assessment on the users of such systems; and the Leon County Comprehensive Plan, Solid Waste Element.</p> <p><i>Landfill Closure</i></p> <p>Chapter 62-701.600, Florida Administrative Code governs landfill closure and long-term care.</p>
<b>Advisory Board</b>	None

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G1	Tipping Fee	\$39/Ton	\$40/Ton

**Solid Waste – Solid Waste Management Facility/ Landfill Closure**

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
G2	Maximum on-site time for self-dumping vehicles	20 minutes	20 minutes	20 minutes	20 minutes
G2	Annual customer satisfaction survey score (1=very poor, 5=excellent)	4	4	4	4
G1	% of FDEP quarterly inspections found in compliance	100	100	100	100
G4	% of employees satisfying FDEP certification requirements	100	100	100	100
G2	# of days monthly provide all-weather roads into disposal area	30	30	30	30
EN1	Tons of Class III residuals disposed	11,954	20,937	15,930	15,000
EN4	Tons of tire waste processed <sup>1</sup>	412	333	339	340
EN4	Tons of wood waste processed <sup>2</sup>	15,567	15,570	16,076	16,000

Notes:

1. Waste tire tonnage reflects tires received at the facility.
2. All wood waste is being separated from Class III waste and is processed at the Apalachee Solid Waste Facility.

**Solid Waste - Solid Waste Management Facility (401-442-534)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	649,704	606,526	637,785	29,871	667,656	534,431
Operating	1,168,442	1,182,678	909,536	-	909,536	422,636
Transportation	181,959	210,881	180,965	-	180,965	180,965
Capital Outlay	-	7,127	-	-	-	-
<b>Total Budgetary Costs</b>	<b>2,000,106</b>	<b>2,007,212</b>	<b>1,728,286</b>	<b>29,871</b>	<b>1,758,157</b>	<b>1,138,032</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
401 Solid Waste	2,000,106	2,007,212	1,728,286	29,871	1,758,157	1,138,032
<b>Total Revenues</b>	<b>2,000,106</b>	<b>2,007,212</b>	<b>1,728,286</b>	<b>29,871</b>	<b>1,758,157</b>	<b>1,138,032</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Crew Chief II	1.00	1.00	1.00	-	1.00	1.00
Director of Solid Waste	0.67	0.67	0.67	-	0.67	0.67
In-Mate Supervisor	0.80	-	-	-	-	-
Landfill Spotter	1.00	1.00	-	-	-	-
Maintenance Technician	2.00	2.00	2.00	(1.00)	1.00	1.00
Solid Waste Operator	2.00	2.00	3.00	-	3.00	3.00
Solid Waste Superintendent	1.00	1.00	1.00	(0.20)	0.80	0.80
Solid Waste Supervisor	1.00	1.00	1.00	-	1.00	1.00
Weighmaster	1.00	1.00	1.00	-	1.00	1.00
Solid Waste Financial Specialist	-	-	-	0.50	0.50	0.50
Contract Compliance Technician	-	-	-	1.00	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>11.47</b>	<b>10.67</b>	<b>10.67</b>	<b>0.30</b>	<b>10.97</b>	<b>10.97</b>

The major variances for the FY 2014 Solid Waste Management Facility budget are as follows:

Decreases to Program Funding:

1. Operating costs such as engineering services, bulky waste hauling, utility services (leachate), repair and maintenance, operating supplies, promotional, training, and postage in the amount of \$273,142.
2. Transportation costs associated with vehicle insurance and repairs in the amount of \$29,816.
3. Rental and Leasing costs associated with savings from the county-wide centralization of copier services in the amount of \$1,342.

Increases to Program Funding:

1. Costs associated with Solid Waste reorganization (elimination of a Maintenance Technician position; realignment of Contract Compliance Technician position from Transfer Station; realignment of a 50% budget split for the Solid Waste Financial Specialist position from Transfer Station; and realignment of 20% budget split for the Solid Waste Superintendent position to the Solid Waste Management Facility - 10% and Rural Waste - 10%). These increases also include Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Communication costs in the amount of \$105.

Decreases in the outyears anticipate the planned closing of the Landfill.

**Solid Waste – Hazardous Waste (401-443-534)**

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Accept hazardous waste from households and conditionally exempt small quantity generators.</li> <li>2. Respond to requests for information and for assistance with hazardous waste disposal.</li> <li>3. Recycle, treat or ship hazardous waste collected at the Hazardous Waste Center.</li> <li>4. Operate "Swap Shop" to recycle items and materials for use by County residents.</li> <li>5. Perform local hazardous waste assessments.</li> <li>6. Oversee limited hazardous waste collection at Rural Waste Service Centers.</li> <li>7. Conduct monthly remote collection events at the Public Works Operations Center.</li> <li>8. Provide hazardous waste disposal for the "Cash for Trash" program of the City of Tallahassee.</li> <li>9. Consolidate and lab pack hazardous materials by type to reduce disposal cost.</li> <li>10. Provide hazardous waste safety training for Solid Waste Division staff.</li> <li>11. Inspect random loads for hazardous materials.</li> <li>12. Provide hazardous materials management educational services.</li> <li>13. Provide recycling services for electronic scrap.</li> </ol>
<b>Statutory Responsibilities</b>	<p><i>Federal:</i> The Resource Conservation and Recovery Act ; Code of Federal Regulations Title 40 Chapter 1 Part 61 Subpart M, National Emission Standard for Asbestos; Code of Federal Regulations Title 40 Chapter 1 Parts 258, 259, 260, 261, 264, 268, 273, 279, Protection of Environment</p> <p><i>State:</i> 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>
<b>Advisory Board</b>	None

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
EN1	# of residents receiving household hazardous waste disposal service	8,042	8,662	8,750	9,000
EN1	# of conditionally exempt agencies and small businesses household hazardous waste disposal services provided to	223	187	225	200
EN1	# of off-site household hazardous waste disposal collection events	11	11	11	11
EN1	# of tons of potentially hazardous material processed	389	402	400	420
EN1	# of tons of potentially hazardous material reused or recycled	215	219	225	230
EN1	# of tons of electronics waste processed	593	505	475	600

**Solid Waste - Hazardous Waste (401-443-534)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	255,521	255,524	264,255	(13,879)	250,376	249,449
Operating	310,787	289,203	289,318	51,387	340,705	340,705
Transportation	5,029	8,530	9,409	-	9,409	9,409
Capital Outlay	-	7,200	-	-	-	-
<b>Total Budgetary Costs</b>	<b>571,337</b>	<b>560,457</b>	<b>562,982</b>	<b>37,508</b>	<b>600,490</b>	<b>599,563</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
401 Solid Waste	571,337	560,457	562,982	37,508	600,490	599,563
<b>Total Revenues</b>	<b>571,337</b>	<b>560,457</b>	<b>562,982</b>	<b>37,508</b>	<b>600,490</b>	<b>599,563</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Hazardous Materials Technician	3.00	3.00	3.00	(1.00)	2.00	2.00
Hazardous Waste Manager	1.00	1.00	1.00	-	1.00	1.00
In-Mate Supervisor	-	-	-	0.25	0.25	0.25
<b>Total Full-Time Equivalents (FTE)</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>(0.75)</b>	<b>3.25</b>	<b>3.25</b>
<b>OPS Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Haz Waste Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

The major variances for the FY 2014 Solid Waste – Hazardous Waste budget are as follows:

**Increases to Program Funding:**

1. Contracts or other obligations for continuity of services in the amount of \$51,387 including:  
Temporary labor \$22,000  
General Hazardous Waste Transport and Disposal \$4,387  
Operating supplies (shipping drums, pails and accessories) \$25,000
2. Transportation costs associated vehicle coverage and fuel in the amount of \$879.

**Decreases to Program Funding:**

1. Costs associated with Solid Waste reorganization (elimination of a Hazardous Waste Technician position and realignment of a 25% budget split for the Inmate Supervisor position from Transfer Station). These decreases are offset by costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014 and increased overtime costs in the amount of \$14,000.

### Solid Waste – Recycling Services & Education (401-471-534)

<b>Goal</b>	The goal of the Recycling Services and Education Division is to provide recycling services and education to residents, businesses and government in order to prevent pollution, preserve natural resources, and protect our local environment and reduce solid waste disposal.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Participate in special events such as America Recycles Day, Super Clean Sweep, and Earth Day.</li> <li>2. Organize and provide education services to County facilities, schools, and other organizations.</li> <li>3. Partner with City and State agencies and not-for-profit organizations to promote waste reduction and recycling.</li> <li>4. Provide recycling and public education consulting services.</li> <li>5. Provide recycling information kiosks at all Rural Waste Service Centers.</li> <li>6. Actively promote reuse and recycling through the Sharing Tree, a reuse center for the art and the learning community and Reuse Centers at the Rural Waste Service Centers.</li> </ol>
<b>Statutory Responsibilities</b>	The Florida Solid Waste Management Act of 1988 established that each county has the power to provide for the operation of solid waste facilities to meet the needs of all incorporated and unincorporated areas of their respective county. Florida Administrative Code, Chapter 62-701 "Operating Restrictions and Practices for Solid Waste Facilities" and The Energy, Climate Change, and Economic Security Act of 2008 (House Bill 7135) established a new statewide recycling goal of 75% to be achieved by the year 2020: 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.
<b>Advisory Board</b>	None

Benchmarking				
Priorities	Benchmark Data	Leon County	Comparable Counties	Statewide Goal
G1	% of waste tonnage recycled	42%	33%-45%	40% for 2012

Performance Measures					
Priorities	Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
EN4	Rural Waste Service Center Recycling tonnage	588	546	550	560
EN4	County Buildings/Offices Recycling tonnage	90	94	90	90
EN4	County Schools Recycling tonnage	86	78	80	90
EN4	County Curbside Recycling tonnage	3,891	3,885	4,000	4,000
EN3	# of participating community-wide Recycling related events	6	4	6	4
EN3, Q1	# of waste reduction/recycling community education presentations	136	103	100	105
EN3, Q1	# of citizens participating in Recycling educational presentations	11,933	5,688	5,000	4,500
EN4	% of waste tonnage recycled	33%	42%	40%	43%

**Solid Waste - Recycling Services & Education (401-471-534)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	210,538	100,522	99,511	(28,670)	70,841	70,654
Operating	114,237	144,177	85,954	-	85,954	85,829
Transportation	24,877	48,971	41,333	-	41,333	41,333
Capital Outlay	3,083	-	-	-	-	-
<b>Total Budgetary Costs</b>	<b>352,734</b>	<b>293,670</b>	<b>226,798</b>	<b>(28,670)</b>	<b>198,128</b>	<b>197,816</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
401 Solid Waste	352,734	293,670	226,798	(28,670)	198,128	197,816
<b>Total Revenues</b>	<b>352,734</b>	<b>293,670</b>	<b>226,798</b>	<b>(28,670)</b>	<b>198,128</b>	<b>197,816</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Community Education Coord.	1.00	1.00	1.00	-	1.00	1.00
In-Mate Supervisor	-	-	-	0.25	0.25	0.25
Recycling Coordinator	1.00	-	-	-	-	-
Solid Waste Operator	1.00	1.00	1.00	(0.80)	0.20	0.20
Recycling Assistant	1.00	-	-	-	-	-
In-Mate Supervisor - Recycling	1.00	-	-	-	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>5.00</b>	<b>2.00</b>	<b>2.00</b>	<b>(0.55)</b>	<b>1.45</b>	<b>1.45</b>

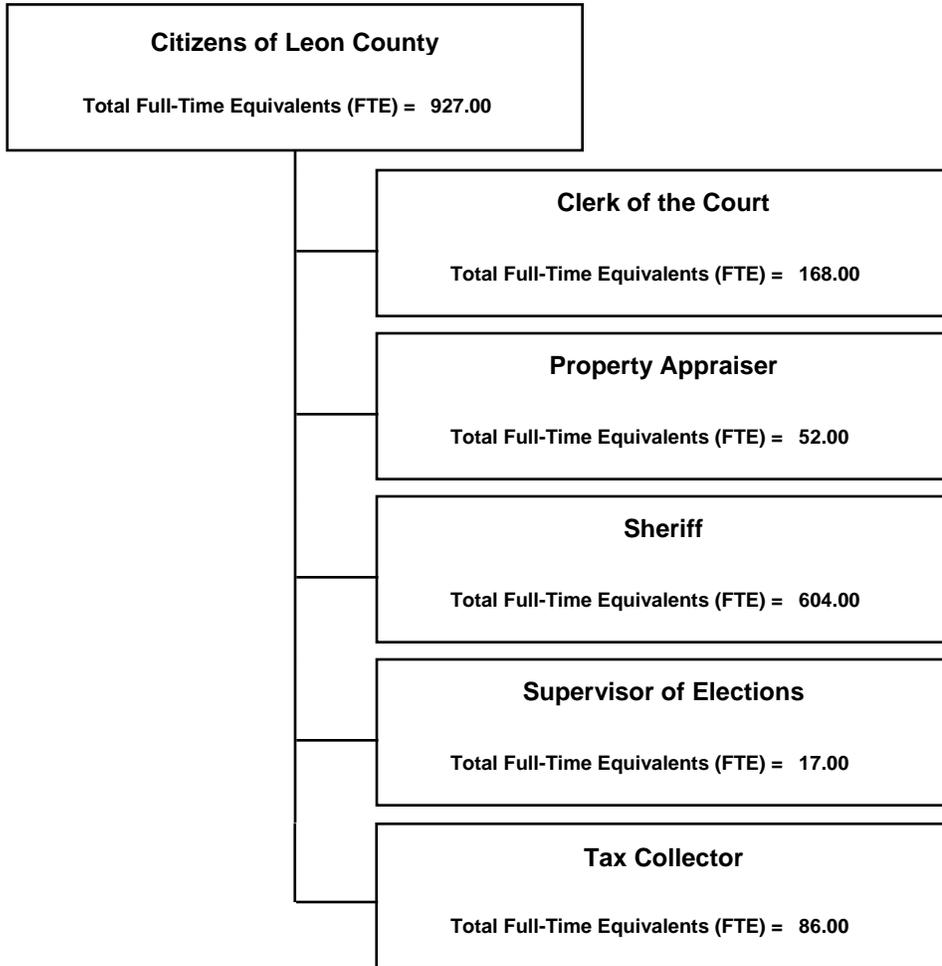
The major variances for the FY 2014 Solid Waste – Recycling Services & Education budget are as follows:

Decreases to Program Funding:

1. Costs associated with the Solid Waste division reorganization (realignment of 80% budget split for the Solid Waste Operator position to Rural Waste and realignment of 25% budget split for Inmate Supervisor position from Transfer Station). The decrease is offset by costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$7,638.
3. Operating costs such as one-time professional services, temporary labor, communications, postage, repair and maintenance, printing, office supplies, operating supplies, training and utility services in the amount of \$58,223.

Constitutional

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## **Executive Summary**

The Constitutional section of the Leon County FY 2013/2014 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, coordination of public safety programs and provides Enhanced 9-1-1, and emergency management services. The Supervisor of Elections is responsible for the registration of citizens to vote, processing and maintaining voter records, and conducts all elections for the community. The Tax Collector's Office provides tax collection and distribution services to taxpayers, business and taxing authorities.

### **HIGHLIGHTS**

The Clerk's Office continues to provide staffing for the County Courts (Small Claims, Traffic, and Misdemeanor); provide accounting services for the Board of County Commissioners, records management, Clerk and County Court accounting, cash management and payroll services; keep minutes of the Board's meetings and workshops; and provide treasury, custodian, and accounting functions for the Supervisor of Elections. The Clerk's Office continues to use technology to enhance the efficiency and effectiveness of the services it offers to its customers.

The Property Appraiser's Office manages and certifies property values and exemptions for more than 107,000 parcel totaling \$27 billion in Just Value and \$15 billion in Taxable value annually. For 2014, as part of the Board's request for program budget reductions to assist in offsetting the budget shortfall, the Property Appraiser reduced capital expenses by \$37,126.

The Leon County Property Appraiser's office was awarded the prestigious IAAO Certificate of Excellence in Assessment Administration for utilizing best appraisal and assessment practices.

The Sheriff's Office continues to provide the highest professional level of effective and efficient law enforcement services to the residents of Leon County. The Sheriff's Office also is responsible for providing Enhanced 9-1-1 services for the reporting of emergencies to response agencies such as Police, Fire, and Emergency Medical Services. For 2014, as part of the Board's request for program budget reductions to assist in offsetting the budget shortfall, the Sheriff's office reduced their capital budget by \$400,000.

The Supervisor of Elections continues to provide quality voter registration and election services to the citizens of Leon County. For 2014, the Supervisor of Elections budget increased due to the upcoming general election cycle. As part of the Board's request for program budget reductions to assist in offsetting the budget shortfall, Elections reduced costs by limiting the increase in new voting sites by going from five to seven instead of four to nine, saving \$300,000.

The Supervisor of Elections moved its Voter Operations to a new location on the Apalachee Parkway. The location provides long-term solutions for the SOE's warehouse, testing and training needs. This move consolidated the SOE's six plus locations into two locations: the Bank of America building for the main office and Canvassing Board operations and the Parkway space for the Voter Operation Center.

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. The Tax Collector has committed to returning a minimum of \$350,000 in excess fees at the end of the fiscal year.

Leon County Fiscal Year 2014 Adopted Budget

Constitutionals

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	48,685,122	49,640,748	49,897,792	(191,000)	49,706,792	50,371,925
Operating	15,039,421	15,573,820	19,465,030	(109,000)	19,356,030	19,242,834
Transportation	950,143	1,096,063	6,134	-	6,134	6,134
Capital Outlay	1,511,293	836,740	1,651,870	(400,000)	1,251,870	1,620,514
Interfund Transfers	1,255,098	-	-	-	-	-
Constitutional Payments	10,836,332	10,357,188	10,676,275	(37,126)	10,639,149	10,822,549
Budgeted Reserves	-	98,852	24,404	-	24,404	24,404
Sheriff Offset	-	(1,399,994)	(1,540,585)	-	(1,540,585)	(1,540,585)
<b>Total Budgetary Costs</b>	<b>78,277,408</b>	<b>76,203,417</b>	<b>80,180,920</b>	<b>(737,126)</b>	<b>79,443,794</b>	<b>80,547,775</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Clerk of the Circuit Court	1,865,274	1,843,747	1,894,548	-	1,894,548	1,946,792
Property Appraiser	4,278,912	4,326,795	4,521,262	(37,126)	4,484,136	4,578,869
Sheriff	62,994,698	62,484,581	65,177,410	(400,000)	64,777,410	65,922,611
Supervisor of Elections	4,476,381	3,042,822	4,033,863	(300,000)	3,733,863	3,500,967
Tax Collector	4,662,143	4,505,472	4,553,837	-	4,553,837	4,598,536
<b>Total Budget</b>	<b>78,277,408</b>	<b>76,203,417</b>	<b>80,180,920</b>	<b>(737,126)</b>	<b>79,443,794</b>	<b>80,547,775</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	10,169,229	10,008,561	10,279,283	(37,126)	10,242,157	10,423,858
060 Supervisor of Elections	4,476,381	3,042,822	4,033,863	(300,000)	3,733,863	3,500,967
110 Fine and Forfeiture	62,182,798	61,722,971	64,364,407	(400,000)	63,964,407	65,124,259
123 Stormwater Utility	20,214	18,447	64,000	-	64,000	65,920
125 Grants	-	121,155	121,155	-	121,155	121,155
130 9-1-1 Emergency Communications	1,220,694	1,080,436	1,106,375	-	1,106,375	1,100,000
135 Emergency Medical Services MSTU	140,157	133,797	133,797	-	133,797	135,135
145 Fire Services Fee	27,040	33,080	34,770	-	34,770	33,361
162 County Accepted Roadways and Drainage Systems	6,300	6,400	6,600	-	6,600	5,500
164 Special Assessment - Killlearn Lakes Units I and II	5,000	5,000	5,000	-	5,000	5,000
401 Solid Waste	29,596	30,748	31,670	-	31,670	32,620
<b>Total Revenues</b>	<b>78,277,408</b>	<b>76,203,417</b>	<b>80,180,920</b>	<b>(737,126)</b>	<b>79,443,794</b>	<b>80,547,775</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Clerk of the Circuit Court	168.00	168.00	168.00	-	168.00	168.00
Property Appraiser	53.00	52.00	52.00	-	52.00	52.00
Sheriff	642.00	604.00	604.00	-	604.00	604.00
Supervisor of Elections	17.00	17.00	17.00	-	17.00	17.00
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>966.00</b>	<b>927.00</b>	<b>927.00</b>	<b>-</b>	<b>927.00</b>	<b>927.00</b>
<b>OPS Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Supervisor of Elections	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

Constitutionals

**Clerk of the Circuit Court Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	408,793	439,981	414,527	-	414,527	422,803
Constitutional Payments	1,456,481	1,403,766	1,480,021	-	1,480,021	1,523,989
<b>Total Budgetary Costs</b>	<b>1,865,274</b>	<b>1,843,747</b>	<b>1,894,548</b>	<b>-</b>	<b>1,894,548</b>	<b>1,946,792</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Clerk - Article V Expenses (110-537-586)	408,793	-	-	-	-	-
Clerk - Article V Expenses (110-537-614)	-	439,981	414,527	-	414,527	422,803
Clerk - Finance Administration (001-132-586)	1,456,481	1,403,766	1,480,021	-	1,480,021	1,523,989
<b>Total Budget</b>	<b>1,865,274</b>	<b>1,843,747</b>	<b>1,894,548</b>	<b>-</b>	<b>1,894,548</b>	<b>1,946,792</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	1,456,481	1,403,766	1,480,021	-	1,480,021	1,523,989
110 Fine and Forfeiture	408,793	439,981	414,527	-	414,527	422,803
<b>Total Revenues</b>	<b>1,865,274</b>	<b>1,843,747</b>	<b>1,894,548</b>	<b>-</b>	<b>1,894,548</b>	<b>1,946,792</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Clerk - Finance Administration	25.00	25.00	25.00	-	25.00	25.00
Clerk - Article V Expenses	143.00	143.00	143.00	-	143.00	143.00
<b>Total Full-Time Equivalent (FTE)</b>	<b>168.00</b>	<b>168.00</b>	<b>168.00</b>	<b>-</b>	<b>168.00</b>	<b>168.00</b>

**Clerk of the Circuit Court – Clerk – Finance Administration (001-132-586)**

<b>Mission</b>	The goal of the Leon County Clerk's Office is to efficiently and effectively perform the responsibilities of Clerk of the Circuit and County Courts, Clerk to the Board of County Commissioners, Recorder, Guardian of Public Records, Treasurer, and Auditor.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provides the staffing for the County Courts (Small Claims, Traffic, and Misdemeanor).</li> <li>2. Provides accounting services for the Board of County Commissioners, records management, Clerk and County Court accounting, cash management and payroll services.</li> <li>3. Keeps minutes of the Board's meetings and workshops.</li> <li>4. Provides treasury, custodian, and accounting functions for the Supervisor of Elections.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes Chapter 28 Clerks of the Circuit Courts; Chapter 34 County Courts; Chapter 43 Courts: General Provisions; Chapter 218 Financial Matters Pertaining to Political Subdivisions; and Chapter 938 Court Costs
<b>Advisory Board</b>	Investment Oversight Committee and Audit Advisory Committee

**Benchmarking**

Benchmark Data	FY11 Leon County Range	Benchmark
All case type listed below – Criminal & Civil	97.0% - 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 2011 Actual	FY 2012 Actual	FY 2013 Estimate	FY 2014 Estimate
<b>Annual Projected % of Cases opened within x business days after initial documents are clocked</b>					
Criminal Cases	Cases opened for Circuit Court defendants within 2 business days	100	100	100	100
	Cases opened for County Court defendants within 3 business days	100	100	100	100
	Cases opened for within 2 business days	99	99	99	99
	Traffic (UTC) cases opened within 3 business days	98	98	98	98
Civil Cases	Court Circuit cases opened within 2 business days	97	97	97	97
	County cases opened within 2 business days	100	100	100	100
	Traffic (UTC) cases opened within 4 business days	100	100	100	100
	Probate cases opened within 2 business days	99	99	99	99
	Family cases opened within 3 business days	99	99	99	99
	Juvenile Delinquency cases opened within 2 business days	99	99	99	99
<b>Annual Projected % of Docket entries entered within x business days after clocking /action taken date</b>					
Criminal Cases	Circuit defendants docket entries entered within 2 business days	100	100	100	100
	County defendants docket entries entered within 3 business days	100	100	100	100
	Juvenile Delinquency docket entries entered within 2 business days	100	100	100	100
	Traffic (UTC) docket entries entered within 3 business days	97	97	97	97
Civil Cases	Circuit cases entered within 3 business days	100	100	100	100
	County cases entered within 3 business days	99	99	99	99
	Traffic (UTC) cases entered within 4 business days	100	100	100	100
	Probate cases entered within 3 business days	100	100	100	100
	Family cases entered within 3 business days	99	99	99	99
	Juvenile Delinquency cases entered within 3 business days	100	100	100	100
<b>Tax Deed Activity</b>					
<b>Redeemed:</b> property owner pays delinquent taxes before property goes to auction		133	111	130	150
<b>Sold:</b> tax deed sold at auction		20	24	80	100
<b>List of Lands:</b> parcels from county-held applications that go to auction but do not sell		0	11	44	60
<b>Cancelled:</b> auction activity stopped and matter is referred back to the Tax Collector		1	1	1	1
<b>Pending:</b> legal verification and notification process prior to redemption or auction		74	270	320	350

**Clerk of the Circuit Court - Clerk - Finance Administration (001-132-586)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Constitutional Payments	1,456,481	1,403,766	1,480,021	-	1,480,021	1,523,989
Total Budgetary Costs	1,456,481	1,403,766	1,480,021	-	1,480,021	1,523,989
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	1,456,481	1,403,766	1,480,021	-	1,480,021	1,523,989
Total Revenues	1,456,481	1,403,766	1,480,021	-	1,480,021	1,523,989
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Clerk - Finance Division	25.00	25.00	25.00	-	25.00	25.00
Total Full-Time Equivalents (FTE)	25.00	25.00	25.00	-	25.00	25.00

The FY2014 Clerk of Court Finance Administration budget is recommended at the same funding level from the previous year.

**Clerk of the Circuit Court - Clerk - Article V Expenses (110-537-586)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	408,793	-	-	-	-	-
Total Budgetary Costs	408,793	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
110 Fine and Forfeiture	408,793	-	-	-	-	-
Total Revenues	408,793	-	-	-	-	-

**Clerk of the Circuit Court - Clerk - Article V Expenses (110-537-614)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	-	439,981	414,527	-	414,527	422,803
Total Budgetary Costs	-	439,981	414,527	-	414,527	422,803
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
110 Fine and Forfeiture	-	439,981	414,527	-	414,527	422,803
Total Revenues	-	439,981	414,527	-	414,527	422,803
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Clerk - Courts	101.50	101.50	101.50	-	101.50	101.50
Clerk - Information Services	10.00	10.00	10.00	-	10.00	10.00
Clerk - Administration	31.50	31.50	31.50	-	31.50	31.50
Total Full-Time Equivalents (FTE)	143.00	143.00	143.00	-	143.00	143.00

Clerk's Article V budget reflects costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014

**Property Appraiser (001-512-586)**

<b>Mission</b>	The mission of the Property Appraiser is to locate, appraise and assess all property located within Leon County according to the laws of the State of Florida, thereby assuring all property owners with a fair and equitable taxing structure.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Assess all property located within Leon County.</li> <li>2. Provide effective and efficient service to the citizens of Leon County.</li> <li>3. Administer all exemptions and classifications.</li> <li>4. Provide Tax Roll for all taxing authorities.</li> <li>5. Administer the Truth In Millage (TRIM) process.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 192.091 and Florida Statute, Chapter 195.087, Chapters 193, 194, 196, 197, 200.
<b>Advisory Board</b>	None

Performance Measures				
Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
# of Homestead Exemptions	56,403	55,935	56,000	56,500
# of Senior Exemptions	1,649	1,469	1,480	2,000

Constitutionals

**Property Appraiser (001-512-586)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Constitutional Payments	4,278,912	4,326,795	4,521,262	(37,126)	4,484,136	4,578,869
Total Budgetary Costs	4,278,912	4,326,795	4,521,262	(37,126)	4,484,136	4,578,869
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	4,278,912	4,326,795	4,521,262	(37,126)	4,484,136	4,578,869
Total Revenues	4,278,912	4,326,795	4,521,262	(37,126)	4,484,136	4,578,869
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Property Appraiser	1.00	1.00	1.00	-	1.00	1.00
Financial Officer	1.00	1.00	1.00	-	1.00	1.00
Administrative Supervisor/Secretary/Telephone Operator	1.00	1.00	1.00	-	1.00	1.00
Assistant Property Appraiser	1.00	1.00	1.00	-	1.00	1.00
Chief Deputy of Appraisals	1.00	1.00	1.00	-	1.00	1.00
Commercial Analyst	3.00	3.00	3.00	-	3.00	3.00
Exemption/Customer Service Supervisor	1.00	1.00	1.00	-	1.00	1.00
Data Entry Operator	2.00	2.00	2.00	-	2.00	2.00
Chief Information Officer	1.00	1.00	1.00	-	1.00	1.00
Director of Management Services	1.00	1.00	1.00	-	1.00	1.00
Director of Real Estate	1.00	1.00	1.00	-	1.00	1.00
Exempt/Customer Service Technicians	5.00	6.00	6.00	-	6.00	6.00
GIS Coordinator	1.00	1.00	1.00	-	1.00	1.00
GIS/IT Specialist	3.00	4.00	4.00	-	4.00	4.00
Land Appraisers/Sales	4.00	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	12.00	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	2.00	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)	53.00	52.00	52.00	-	52.00	52.00

The major variances for the FY 2014 Property Appraiser budget are as follows:

Decreases to Program Funding:

1. The Property Appraiser's office reduced their Capital Outlay expenditures and funds associated with litigation and travel in FY2014 by \$37,126 as part of the Board approved budget reductions.

Constitutionals

**Sheriff Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	46,725,413	48,007,889	47,848,307	-	47,848,307	48,580,364
Operating	13,058,131	13,741,906	17,129,259	-	17,129,259	17,129,259
Transportation	946,075	1,089,033	-	-	-	-
Capital Outlay	1,009,980	825,740	1,594,870	(400,000)	1,194,870	1,608,014
Interfund Transfers	1,255,098	-	-	-	-	-
Constitutional Payments	-	121,155	121,155	-	121,155	121,155
Budgeted Reserves	-	98,852	24,404	-	24,404	24,404
Sheriff Offset	-	(1,399,994)	(1,540,585)	-	-1,540,585	(1,540,585)
<b>Total Budgetary Costs</b>	<b>62,994,698</b>	<b>62,484,581</b>	<b>65,177,410</b>	<b>(400,000)</b>	<b>64,777,410</b>	<b>65,922,611</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Corrections (110-511-586)	29,404,421	29,952,612	31,139,661	-	31,139,661	31,505,919
Emergency Management (125-864-525)	-	121,155	121,155	-	121,155	121,155
Enhanced 9-1-1 (130-180-586)	1,220,694	1,080,436	1,106,375	-	1,106,375	1,100,000
Law Enforcement (110-510-586)	32,369,584	31,330,378	32,810,219	(400,000)	32,410,219	33,195,537
<b>Total Budget</b>	<b>62,994,698</b>	<b>62,484,581</b>	<b>65,177,410</b>	<b>(400,000)</b>	<b>64,777,410</b>	<b>65,922,611</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
110 Fine and Forfeiture	61,774,005	61,282,990	63,949,880	(400,000)	63,549,880	64,701,456
125 Grants	-	121,155	121,155	-	121,155	121,155
130 9-1-1 Emergency Communications	1,220,694	1,080,436	1,106,375	-	1,106,375	1,100,000
<b>Total Revenues</b>	<b>62,994,698</b>	<b>62,484,581</b>	<b>65,177,410</b>	<b>(400,000)</b>	<b>64,777,410</b>	<b>65,922,611</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Law Enforcement	343.00	304.00	304.00	-	304.00	304.00
Corrections	293.00	293.00	293.00	-	293.00	293.00
Emergency Management	2.00	2.00	2.00	-	2.00	2.00
Enhanced 9-1-1	4.00	5.00	5.00	-	5.00	5.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>642.00</b>	<b>604.00</b>	<b>604.00</b>	<b>-</b>	<b>604.00</b>	<b>604.00</b>

**Sheriff – Law Enforcement (110-510-586)**

<b>Mission</b>	The mission of the Leon County Sheriff’s Office – Law Enforcement is to provide the highest professional level of effective and efficient law enforcement services to the residents of Leon County.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide a uniformed deputy to respond to all emergency and non-emergency calls for service.</li> <li>2. Investigate crimes and diligently pursue those persons who violate the law.</li> <li>3. Provide School Resource Officers at all high schools and middle schools.</li> <li>4. Execute all processes of the Supreme Court, Circuit Court, County Court, and Board of County Commissioners.</li> <li>5. Provide Leon County courthouse and courtroom security.</li> <li>6. Provide the citizens of Leon County with informational publications and programs for crime prevention.</li> <li>7. Involved in practicing community oriented policing activities and by creating partnerships with local charity agencies.</li> </ol>
<b>Statutory Responsibilities</b>	F.S. Article V, Chapter 30 – Sheriffs
<b>Advisory Board</b>	Public Safety Communications Board

Performance Measures				
Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
# of civil processes served <sup>1</sup>	23,827	23,269	24,790	23,962
# of uniform patrol primary/secondary calls for service	171,788	125,189	178,728	158,569
# of warrants served	6,922	4,878	7,202	6,334
# visitors checked at Courthouse entrances	387,918	362,581	391,807	380,769

Notes:

1. Value does not include attempts for service.

**Sheriff - Law Enforcement (110-510-586)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	26,715,905	27,099,277	26,258,568	-	26,258,568	26,638,955
Operating	3,128,241	3,524,971	6,534,549	-	6,534,549	6,534,549
Transportation	898,736	1,039,690	-	-	-	-
Capital Outlay	995,537	715,900	1,180,470	(400,000)	780,470	1,185,401
Interfund Transfers	631,164	-	-	-	-	-
Sheriff Offset	-	(1,049,460)	(1,163,368)	-	(1,163,368)	(1,163,368)
<b>Total Budgetary Costs</b>	<b>32,369,584</b>	<b>31,330,378</b>	<b>32,810,219</b>	<b>(400,000)</b>	<b>32,410,219</b>	<b>33,195,537</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
110 Fine and Forfeiture	32,369,584	31,330,378	32,810,219	(400,000)	32,410,219	33,195,537
<b>Total Revenues</b>	<b>32,369,584</b>	<b>31,330,378</b>	<b>32,810,219</b>	<b>(400,000)</b>	<b>32,410,219</b>	<b>33,195,537</b>

**Sheriff - Law Enforcement (110-510-586)**

<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Aircraft Mechanic	1.00	1.00	1.00	-	1.00	1.00
Bailiff Security Technician	3.00	1.00	1.00	-	1.00	1.00
Bailiff Unit Supervisor	1.00	-	-	-	-	-
Captain	5.00	6.00	8.00	-	8.00	8.00
Clerk Specialist	4.00	1.00	1.00	-	1.00	1.00
Communications Officer	30.00	-	-	-	-	-
Communications Manager	1.00	-	-	-	-	-
Deputy	187.00	186.00	186.00	-	186.00	186.00
Deputy/Bailiff	3.00	-	-	-	-	-
Evidence Custodian	2.00	2.00	2.00	-	2.00	2.00
Finance Operations Manager	1.00	1.00	1.00	-	1.00	1.00
Fiscal Accounts Payable	2.00	1.00	1.00	-	1.00	1.00
Fleet Maintenance Manager	1.00	1.00	1.00	-	1.00	1.00
Lieutenant	13.00	13.00	13.00	-	13.00	13.00
Sergeant Accreditation	1.00	1.00	1.00	-	1.00	1.00
Major	4.00	4.00	3.00	-	3.00	3.00
Process Server	6.00	7.00	7.00	-	7.00	7.00
Records Clerk	5.00	2.00	2.00	-	2.00	2.00
Records Manager	1.00	1.00	1.00	-	1.00	1.00
Secretary	6.00	4.00	3.00	-	3.00	3.00
Sergeant	28.00	28.00	28.00	-	28.00	28.00
Sheriff	1.00	1.00	1.00	-	1.00	1.00
Victim Advocate	1.00	1.00	1.00	-	1.00	1.00
IT Technician	4.00	3.00	3.00	-	3.00	3.00
Administrative Assistant	1.00	1.00	1.00	-	1.00	1.00
Civil Enforcement Supervisor	1.00	1.00	1.00	-	1.00	1.00
Communications/Lead Worker	4.00	-	-	-	-	-
Communications/Shift Supervisor	4.00	-	-	-	-	-
Crime Analyst	1.00	4.00	4.00	-	4.00	4.00
Fingerprint Clerk	1.00	1.00	1.00	-	1.00	1.00
Fiscal Operations Purch/Prop	2.00	2.00	2.00	-	2.00	2.00
Fleet Maintenance Mechanic	4.00	3.00	3.00	-	3.00	3.00
Human Resources Generalist	2.00	3.00	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
Publication Specialist	1.00	1.00	1.00	-	1.00	1.00
Records Custodian	1.00	1.00	1.00	-	1.00	1.00
Records Specialist	2.00	2.00	2.00	-	2.00	2.00
Communications Manager	1.00	-	-	-	-	-
Latent Fingerprint Examiner	1.00	1.00	1.00	-	1.00	1.00
Paralegal	1.00	1.00	1.00	-	1.00	1.00
Fiscal Assist Manager	1.00	-	-	-	-	-
Training Technician	1.00	-	-	-	-	-
Public Information Officer	-	1.00	1.00	-	1.00	1.00
Fiscal Operations Coordinator	-	1.00	1.00	-	1.00	1.00
Deputy Internet Cafe	-	1.00	-	-	-	-
Warrants Clerk	-	2.00	2.00	-	2.00	2.00

**Sheriff - Law Enforcement (110-510-586)**

<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Judicial Services Specialist	-	3.00	3.00	-	3.00	3.00
Chief Administrative Officer	-	1.00	1.00	-	1.00	1.00
Records Technician	-	4.00	4.00	-	4.00	4.00
IT Administrator	-	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalentents (FTE)	343.00	304.00	304.00	-	304.00	304.00

The major variances for the FY 2014 Sheriff Corrections budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Contracts or other obligations for continuity of services in the amount of \$392,895 including:
  - \$193,543 for other contractual services.
  - \$199,352 for increases to Offsite Medical Service contractual services.
3. Increases in capital outlay funding in the amount of \$414,000 including:
  - \$88,000 for security system upgrade phases 2&3
  - \$107,400 for 3 LiveScan
  - \$10,000 for steam kettle
  - \$7,000 for 2 food warmers
  - \$2,000 for a mixing bowl.
  - \$200,000 for a whole body security scanner

**Decreases to Program Funding:**

1. Costs associated with programmatic budget reductions such as Utilities (\$159,810), rentals and leases (\$5,048) and insurance (\$23,622) in the amount of \$188,480.

**Sheriff - Corrections (110-511-586)**

<b>Mission</b>	The mission of the Leon County Sheriff's Office – Corrections is to provide the highest professional level of effective and efficient detention and correctional services to the residents of Leon County.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide care, custody, and control of inmates.</li> <li>2. Provide medical care for inmates.</li> <li>3. Administer financial responsibility for medical expenses.</li> <li>4. Provide transportation of inmates.</li> <li>5. Provide educational and treatment programs for inmates.</li> <li>6. Manage inmate work crew programs.</li> </ol>
<b>Statutory Responsibilities</b>	F.S. Article V, Chapter 30 – Sheriffs
<b>Advisory Board</b>	Public Safety Coordinating Council

Performance Measures				
Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
# of inmates on average	966	964	1,000	1,000
# of work crew labor hours	165,150	114,460	185,140	150,000

**Sheriff - Corrections (110-511-586)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	19,727,921	20,617,281	21,281,995	-	21,281,995	21,640,040
Operating	9,355,315	9,526,682	9,820,483	-	9,820,483	9,820,483
Transportation	47,339	49,343	-	-	-	-
Capital Outlay	14,443	109,840	414,400	-	414,400	422,613
Interfund Transfers	259,402	-	-	-	-	-
Sheriff Offset	-	(350,534)	(377,217)	-	(377,217)	(377,217)
<b>Total Budgetary Costs</b>	<b>29,404,421</b>	<b>29,952,612</b>	<b>31,139,661</b>	<b>-</b>	<b>31,139,661</b>	<b>31,505,919</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
110 Fine and Forfeiture	29,404,421	29,952,612	31,139,661	-	31,139,661	31,505,919
<b>Total Revenues</b>	<b>29,404,421</b>	<b>29,952,612</b>	<b>31,139,661</b>	<b>-</b>	<b>31,139,661</b>	<b>31,505,919</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Major	1.00	1.00	1.00	-	1.00	1.00
Captain	4.00	2.00	2.00	-	2.00	2.00
Lieutenant	9.00	11.00	11.00	-	11.00	11.00
Sergeant	24.00	22.00	22.00	-	22.00	22.00
Correctional Officer	206.00	208.00	208.00	-	208.00	208.00
Correctional Technician	35.00	32.00	32.00	-	32.00	32.00
Administrative Assistant	3.00	1.00	1.00	-	1.00	1.00
Inmate Records Clerk	1.00	4.00	4.00	-	4.00	4.00
Facilities Maintenance Manager	1.00	1.00	1.00	-	1.00	1.00
IT Support Staff	1.00	1.00	1.00	-	1.00	1.00
Fiscal OPS Coordinator	1.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance - Electrician	2.00	2.00	2.00	-	2.00	2.00
Facilities Maintenance - General	2.00	3.00	3.00	-	3.00	3.00
Facilities Maintenance - HVAC	2.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance - Plumber	1.00	2.00	2.00	-	2.00	2.00
Inmate Records Specialist	-	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>293.00</b>	<b>293.00</b>	<b>293.00</b>	<b>-</b>	<b>293.00</b>	<b>293.00</b>

### **Sheriff - Corrections (110-511-586)**

The major variances for the FY 2014 Sheriff Corrections budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Contracts or other obligations for continuity of services in the amount of \$392,895 including:
  - \$193,543 for other contractual services.
  - \$199,352 for increases to Offsite Medical Service contractual services.
3. Increases in capital outlay funding in the amount of \$414,000 including:
  - \$88,000 for security system upgrade phases 2&3
  - \$107,400 for 3 LiveScan
  - \$10,000 for steam kettle
  - \$7,000 for 2 food warmers
  - \$2,000 for a mixing bowl.
  - \$200,000 for a whole body security scanner

**Decreases to Program Funding:**

1. Costs associated with programmatic budget reductions such as Utilities (\$159,810), rentals and leases (\$5,048) and insurance (\$23,622) in the amount of \$188,480.

**Sheriff – Emergency Management (125-864-525)**

<b>Mission</b>	The mission of Emergency Management is to save lives and protect the property of the residents of Leon County through the coordination of cost-effective and integrated public safety programs.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Maintain the Comprehensive Emergency Management Plan.</li> <li>2. Maintain the functionality of the Emergency Operations Center.</li> <li>3. Review health care facility plans.</li> <li>4. Provide education on disaster preparedness, response, recovery, and mitigation.</li> </ol>
<b>Statutory Responsibilities</b>	F.S. 252.31-252.60 - "State Emergency Management Act"
<b>Advisory Board</b>	Local Emergency Planning Committee for Hazardous Materials; North Florida Domestic Security Task Force; Florida Domestic Security State Working Group Executive Committee; Local Mitigation Strategy Steering Committee; and Florida Division of Emergency Management, Emergency Management Advisory Workgroup.

Performance Measures				
Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
# of annual exercises conducted	3	3	4	4
# of health care facility plans reviewed	36	30	25	25
# of presentations conducted	10	10	15	10

**Sheriff - Emergency Management (125-864-525)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Constitutional Payments	-	121,155	121,155	-	121,155	121,155
Total Budgetary Costs	-	121,155	121,155	-	121,155	121,155
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
125 Grants	-	121,155	121,155	-	121,155	121,155
Total Revenues	-	121,155	121,155	-	121,155	121,155
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Emergency Management Coordinator	1.00	1.00	1.00	-	1.00	1.00
Emergency Management Director	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

Notes:

This program is recommended at the same funding level as the prior fiscal year. The Budget represents the County match for the program's Federal and State grant funding.

**Sheriff – Enhanced 911 (130-180-586)**

<b>Mission</b>	The mission of Enhanced 9-1-1 is to provide Enhanced 9-1-1 services for the reporting of emergencies to response agencies including Law enforcement, Fire Department and Emergency Medical Services (EMS).
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Maintain the Master Street Address Guide to insure 9-1-1 database accuracy.</li> <li>2. Respond to subpoena requests for 9-1-1 information as received from the State Attorney's Office.</li> <li>3. Develop and maintain diagrams of critical and key facilities within Leon County.</li> <li>4. Develop digital map displays for the 9-1-1 system to pinpoint the location of landline and cellular callers.</li> </ol>
<b>Statutory Responsibilities</b>	F.S. 365.171-175 (9-1-1 and Wireless Enhanced 9-1-1)
<b>Advisory Board</b>	State National Emergency Number Association

Performance Measures				
Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
# of days taken to respond to subpoena requests for 9-1-1	1	1	1	1
# of monthly detailed facility layouts produced	63	60	55	58
% of 9-1-1 database accuracy	99	99	99	99
% of 9-1-1 mapping system accuracy (Cellular)	97	97	97	97
% of 9-1-1 mapping system accuracy (Landline)	98	98	98	98

**Sheriff - Enhanced 9-1-1 (130-180-586)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	281,586	291,331	307,744	-	307,744	301,369
Operating	574,575	690,253	774,227	-	774,227	774,227
Interfund Transfers	364,532	-	-	-	-	-
Budgeted Reserves	-	98,852	24,404	-	24,404	24,404
<b>Total Budgetary Costs</b>	<b>1,220,694</b>	<b>1,080,436</b>	<b>1,106,375</b>	<b>-</b>	<b>1,106,375</b>	<b>1,100,000</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
130 9-1-1 Emergency Communications	1,220,694	1,080,436	1,106,375	-	1,106,375	1,100,000
<b>Total Revenues</b>	<b>1,220,694</b>	<b>1,080,436</b>	<b>1,106,375</b>	<b>-</b>	<b>1,106,375</b>	<b>1,100,000</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Associate IV	1.00	1.00	1.00	-	1.00	1.00
Customer Services Specialist	1.00	1.00	1.00	-	1.00	1.00
GIS Mapping Specialist	1.00	2.00	2.00	-	2.00	2.00
9-1-1 Systems Manager	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalentents (FTE)</b>	<b>4.00</b>	<b>5.00</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>5.00</b>

The major variances for the FY 2014 Sheriff Enhanced 9 1 1 budget are as follows:

Increases to Program Funding:

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Contracts or other obligations for continuity of services and maintenance and repair cost increases in the amount of \$83,974.

Constitutionals

**Supervisor of Elections Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	1,959,709	1,632,859	2,049,485	(191,000)	1,858,485	1,791,561
Operating	1,572,496	1,391,933	1,921,244	(109,000)	1,812,244	1,690,772
Transportation	4,067	7,030	6,134	-	6,134	6,134
Capital Outlay	501,313	11,000	57,000	-	57,000	12,500
Constitutional Payments	438,796	-	-	-	-	-
<b>Total Budgetary Costs</b>	<b>4,476,381</b>	<b>3,042,822</b>	<b>4,033,863</b>	<b>(300,000)</b>	<b>3,733,863</b>	<b>3,500,967</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Elections (060-520-586)	167,365	-	-	-	-	-
Elections (060-521-513)	2,236,123	1,205,415	2,166,288	(300,000)	1,866,288	1,661,852
Elections (060-521-586)	271,431	-	-	-	-	-
SOE Grants (060-525-513)	34,514	-	-	-	-	-
Voter Registration (060-520-513)	1,766,948	1,837,407	1,867,575	-	1,867,575	1,839,115
<b>Total Budget</b>	<b>4,476,381</b>	<b>3,042,822</b>	<b>4,033,863</b>	<b>(300,000)</b>	<b>3,733,863</b>	<b>3,500,967</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
060 Supervisor of Elections	4,476,381	3,042,822	4,033,863	(300,000)	3,733,863	3,500,967
<b>Total Revenues</b>	<b>4,476,381</b>	<b>3,042,822</b>	<b>4,033,863</b>	<b>(300,000)</b>	<b>3,733,863</b>	<b>3,500,967</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Voter Registration	17.00	17.00	17.00	-	17.00	17.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	<b>-</b>	<b>17.00</b>	<b>17.00</b>
<b>OPS Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Elections	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

### Supervisor of Elections (060-520/521-513)

<b>Mission</b>	The mission of the Supervisor of Elections is to pursue excellence in the registration of citizens to vote in compliance with the National Voter Registration Act as well as process and maintain voter records in a timely and professional manner that serves all citizens of Leon County. The Supervisor of Elections will conduct all elections within Leon County with integrity and accuracy, and in the most proficient and cost effective manner to serve all citizens.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Conduct all regularly scheduled federal, state, county and municipal elections as well as any special election as required by the State, County, City of Tallahassee or special district.</li> <li>2. Maintain registration records in physical and electronic form via the statewide voter registration data base.</li> <li>3. Perform annual address confirmation maintenance via verification of addresses through the national clearing house for postal change of addresses.</li> <li>4. Perform voter outreach in Leon County by providing access to voter registration material at over 125 branch sites including libraries, schools and banks.</li> <li>5. Perform voter outreach at many local events to educate the public on how to register to vote or make changes to their registration as well as provide opportunities to answer questions concerning registration, voting, and elections.</li> <li>6. Conduct all regularly scheduled federal, state, county and municipal elections as well as any special election as required by the State, County, City of Tallahassee or special district.</li> <li>7. Qualify all candidates for county, municipal or special district office within Leon County.</li> <li>8. Provide candidates, parties and committees with information on voters including name and address, registration status, demographics and voting history, maps and special precinct based information such as precinct street maps and lists.</li> <li>9. Publish election related material and advertising as required by state statute notifying citizens, candidates, political parties, and committees of dates of events relating to all elections.</li> <li>10. Train poll workers for each election as required by state statute.</li> <li>11. Verification of signatures on candidate and initiative petitions with certification to the State of Florida.</li> <li>12. Provide for re-precincting after annexations by the City of Tallahassee or creation of special districts.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Constitution; Florida Statutes 97-106 Elections Code; Florida Statute 129.201-129.202; Florida Statutes 189; Florida Statutes 190; The National Voter Registration Act; The Voting Rights Act; The Help America Voter Act of 2002; The Leon County Charter and The City of Tallahassee Charter
<b>Advisory Board</b>	County Canvassing Board

Statistical Measures						
Performance Measures	2010 Election Cycle Actual		2012 Election Cycle Actual		2014 Election Cycle Estimates	
	<i>Primary</i>	<i>General</i>	<i>Primary</i>	<i>General</i>	<i>Primary</i>	<i>General</i>
# of Eligible Voters	165,505	168,328	174,304	190,571	186,000	200,000
# of Voters Who Voted	59,291	101,703	53,209	149,042	72,540	150,00
Voter Turnout Percentage	35.8%	60.4%	30.53%	78.21%	39%	75%
# of Early Voters **	9,888	18,594	8,569	45,118	13,130	45,405
# of Poll Workers	1,066	1,034	879	1043	900	1,100
# of Absentee Ballots Mailed	16,297	21,591	16,665	36,223	17,780	38,020
# of Absentee Ballots Processed	11,426	18,663	11,694	30,279	12,500	31,780
# of Provisional Ballots Cast	322	439	103	1136	300	1300
# of Provisional Ballots Accepted	284	364	91	704	225	900

\*\* 2010 12 days 2012 8 days same # open hours 2014 with new legislation we will have 7 sites vs.4 previously

**Supervisor of Elections - Voter Registration (060-520-513)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	1,533,578	1,510,037	1,531,385	-	1,531,385	1,502,443
Operating	216,455	318,023	324,035	-	324,035	329,017
Transportation	1,342	4,347	2,655	-	2,655	2,655
Capital Outlay	15,574	5,000	9,500	-	9,500	5,000
<b>Total Budgetary Costs</b>	<b>1,766,948</b>	<b>1,837,407</b>	<b>1,867,575</b>	<b>-</b>	<b>1,867,575</b>	<b>1,839,115</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
060 Supervisor of Elections	1,766,948	1,837,407	1,867,575	-	1,867,575	1,839,115
<b>Total Revenues</b>	<b>1,766,948</b>	<b>1,837,407</b>	<b>1,867,575</b>	<b>-</b>	<b>1,867,575</b>	<b>1,839,115</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Services Manager	1.00	1.00	1.00	-	1.00	1.00
Assistant Supervisor of Elect	1.00	1.00	1.00	-	1.00	1.00
Demographics/GIS Manager	1.00	1.00	1.00	-	1.00	1.00
Elections Coordinator	1.00	1.00	1.00	-	1.00	1.00
Elections Records Manager	1.00	1.00	1.00	-	1.00	1.00
Elections Records Specialist	3.00	4.00	4.00	-	4.00	4.00
Elections System Manager	1.00	1.00	1.00	-	1.00	1.00
Outreach Coordinator	1.00	1.00	1.00	-	1.00	1.00
Election Records Clerk	1.00	-	-	-	-	-
Supervisor of Elections	1.00	1.00	1.00	-	1.00	1.00
Voting System Manager	1.00	1.00	1.00	-	1.00	1.00
Elections Information Specialist	1.00	-	-	-	-	-
Voting System Technician II	1.00	2.00	2.00	-	2.00	2.00
Voting Operations Technician II	1.00	1.00	1.00	-	1.00	1.00
Voting System Technician	1.00	-	-	-	-	-
Elections Records Specialist II	-	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	<b>-</b>	<b>17.00</b>	<b>17.00</b>

The major variances for the FY 2014 Supervisor of Election Voter Registration budget are as follows:

Decreases to Program Funding:

1. Costs associated with programmatic budget reductions such a communications, postage, printing, and training in the amount of \$11,557.
2. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$1,692.

Increases to Program Funding:

Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.

1. Costs associated with operating budget increases such as professional services, other contractual services, other current charges, operating supplies, repairs and maintenance, and publications in the amount of \$18,055.
2. Machinery and equipment increase in the amount of \$4,500 for equipment at the Voter Operations Center.

**Supervisor of Elections - Elections (060-520-586)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Constitutional Payments	167,365	-	-	-	-	-
Total Budgetary Costs	167,365	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
060 Supervisor of Elections	167,365	-	-	-	-	-
Total Revenues	167,365	-	-	-	-	-

**Supervisor of Elections - Elections (060-521-513)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	426,131	122,822	518,100	(191,000)	327,100	289,118
Operating	1,321,527	1,073,910	1,597,209	(109,000)	1,488,209	1,361,755
Transportation	2,725	2,683	3,479	-	3,479	3,479
Capital Outlay	485,739	6,000	47,500	-	47,500	7,500
<b>Total Budgetary Costs</b>	<b>2,236,123</b>	<b>1,205,415</b>	<b>2,166,288</b>	<b>(300,000)</b>	<b>1,866,288</b>	<b>1,661,852</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
060 Supervisor of Elections	2,236,123	1,205,415	2,166,288	(300,000)	1,866,288	1,661,852
<b>Total Revenues</b>	<b>2,236,123</b>	<b>1,205,415</b>	<b>2,166,288</b>	<b>(300,000)</b>	<b>1,866,288</b>	<b>1,661,852</b>
<b>OPS Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Elections Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

The major variances for the FY 2014 Supervisor of Elections-Elections budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014. Additional increases are related to the upcoming gubernatorial election as well as an increase in election voting sites from 5 to 7.
2. Increase cost in OPS salaries in the amount of \$450,000.
3. Contracts or other obligations for continuity of services in the amount of \$144,200
4. Postage, rentals, office supplies and printing and binding in the amount of \$469,436.
5. Transportation costs associated with vehicle insurance, repairs, and fuel in the amount of \$9,823.

**Decreases to Program Funding:**

1. Communication costs in the amount of \$1000.

The Supervisor of Elections reduced their budget by \$300,000 by reducing the proposed increase in early election voting sites from 5 to 7 instead of original 5 to 9.

**Supervisor of Elections - Elections (060-521-586)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Constitutional Payments	271,431	-	-	-	-	-
Total Budgetary Costs	271,431	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
060 Supervisor of Elections	271,431	-	-	-	-	-
Total Revenues	271,431	-	-	-	-	-

**Supervisor of Elections - SOE Grants (060-525-513)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	34,514	-	-	-	-	-
Total Budgetary Costs	34,514	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
060 Supervisor of Elections	34,514	-	-	-	-	-
Total Revenues	34,514	-	-	-	-	-

Constitutionals

**Tax Collector Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Constitutional Payments	4,662,143	4,505,472	4,553,837	-	4,553,837	4,598,536
<b>Total Budgetary Costs</b>	<b>4,662,143</b>	<b>4,505,472</b>	<b>4,553,837</b>	<b>-</b>	<b>4,553,837</b>	<b>4,598,536</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Tax Collector (001-513-586)	4,433,836	4,278,000	4,278,000	-	4,278,000	4,321,000
Tax Collector (123-513-586)	20,214	18,447	64,000	-	64,000	65,920
Tax Collector (135-513-586)	140,157	133,797	133,797	-	133,797	135,135
Tax Collector (145-513-586)	27,040	33,080	34,770	-	34,770	33,361
Tax Collector (162-513-586)	6,300	6,400	6,600	-	6,600	5,500
Tax Collector (164-513-586)	5,000	5,000	5,000	-	5,000	5,000
Tax Collector (401-513-586)	29,596	30,748	31,670	-	31,670	32,620
<b>Total Budget</b>	<b>4,662,143</b>	<b>4,505,472</b>	<b>4,553,837</b>	<b>-</b>	<b>4,553,837</b>	<b>4,598,536</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	4,433,836	4,278,000	4,278,000	-	4,278,000	4,321,000
123 Stormwater Utility	20,214	18,447	64,000	-	64,000	65,920
135 Emergency Medical Services MSTU	140,157	133,797	133,797	-	133,797	135,135
145 Fire Services Fee	27,040	33,080	34,770	-	34,770	33,361
162 County Accepted Roadways and Drainage Systems	6,300	6,400	6,600	-	6,600	5,500
164 Special Assessment - Killlearn Lakes Units I and II	5,000	5,000	5,000	-	5,000	5,000
401 Solid Waste	29,596	30,748	31,670	-	31,670	32,620
<b>Total Revenues</b>	<b>4,662,143</b>	<b>4,505,472</b>	<b>4,553,837</b>	<b>-</b>	<b>4,553,837</b>	<b>4,598,536</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
<b>Total Full-Time Equivalentents (FTE)</b>	<b>86.00</b>	<b>86.00</b>	<b>86.00</b>	<b>-</b>	<b>86.00</b>	<b>86.00</b>

**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"> <li>2. Collect all authorized property taxes and fees within Leon County.</li> <li>3. Efficiently distribute the collected taxes and fees to the appropriate authorities in accordance with law.</li> <li>4. Perform responsibilities and provide services to people and businesses in a fair, efficient and courteous fashion.</li> <li>5. Effectively perform as agents of the Florida Department of Highway Safety and Motor Vehicles and the Florida Fish and Wildlife Conservation Commission.</li> </ol>
Statutory Responsibilities	Florida Statutes, Chapters 192, 197, 218, 319, 320 and 322
Advisory Board	None

**Tax Collector - Tax Collector (001-513-586)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Constitutional Payments	4,433,836	4,278,000	4,278,000	-	4,278,000	4,321,000
Total Budgetary Costs	4,433,836	4,278,000	4,278,000	-	4,278,000	4,321,000
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	4,433,836	4,278,000	4,278,000	-	4,278,000	4,321,000
Total Revenues	4,433,836	4,278,000	4,278,000	-	4,278,000	4,321,000
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
Total Full-Time Equivalents (FTE)	86.00	86.00	86.00	-	86.00	86.00

Notes:

The Board budget allocation is not the entire Tax Collector's budget, but only the portion relative to statutorily changed commissions paid by the County.

The major variances for the FY 2014 Tax Collector budget are as follows:

This budget reflects estimated commission payments associated with the collection of ad valorem taxes. In addition to property taxes levied by the County, according to Florida Statutes, the County is responsible for all commissions with the School Board ad valorem taxes.

**Tax Collector - Tax Collector (123-513-586)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Constitutional Payments	20,214	18,447	64,000	-	64,000	65,920
Total Budgetary Costs	20,214	18,447	64,000	-	64,000	65,920

<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
123 Stormwater Utility	20,214	18,447	64,000	-	64,000	65,920
Total Revenues	20,214	18,447	64,000	-	64,000	65,920

Notes:

The budget reflects estimated commission payments associated with the collection of the non ad valorem stormwater assessment set at \$85 per single family equivalent amount of impervious area.

**Tax Collector - Tax Collector (135-513-586)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Constitutional Payments	140,157	133,797	133,797	-	133,797	135,135
Total Budgetary Costs	140,157	133,797	133,797	-	133,797	135,135
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
135 Emergency Medical Services MSTU	140,157	133,797	133,797	-	133,797	135,135
Total Revenues	140,157	133,797	133,797	-	133,797	135,135

Notes:

The budget reflects estimated commission payments associated with the collection of Emergency Medical Services MSTU ad valorem taxes.

**Tax Collector - Tax Collector (145-513-586)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Constitutional Payments	27,040	33,080	34,770	-	34,770	33,361
Total Budgetary Costs	27,040	33,080	34,770	-	34,770	33,361
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
145 Fire Services Fee	27,040	33,080	34,770	-	34,770	33,361
Total Revenues	27,040	33,080	34,770	-	34,770	33,361

Notes:

The budget reflects estimated commission payments associated with the collection of the non ad valorem fire service assessment fee.

**Tax Collector - Tax Collector (162-513-586)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Constitutional Payments	6,300	6,400	6,600	-	6,600	5,500
Total Budgetary Costs	6,300	6,400	6,600	-	6,600	5,500
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
162 County Accepted Roadways and Drainage Systems Program (CARDS) (162)	6,300	6,400	6,600	-	6,600	5,500
Total Revenues	6,300	6,400	6,600	-	6,600	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.

**Tax Collector - Tax Collector (164-513-586)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Constitutional Payments	5,000	5,000	5,000	-	5,000	5,000
Total Budgetary Costs	5,000	5,000	5,000	-	5,000	5,000
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
164 Special Assessment - Killlearn Lakes Units I and II Sewer	5,000	5,000	5,000	-	5,000	5,000
Total Revenues	5,000	5,000	5,000	-	5,000	5,000

Notes:

The budget reflects estimated commission payments associated with collection of a special assessment for the City of Tallahassee Sewer Department "readiness to serve charge" for the City sewer system constructed by the County in Killlearn Lakes Units I and II.

**Tax Collector - Tax Collector (401-513-586)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Constitutional Payments	29,596	30,748	31,670	-	31,670	32,620
Total Budgetary Costs	29,596	30,748	31,670	-	31,670	32,620
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
401 Solid Waste	29,596	30,748	31,670	-	31,670	32,620
Total Revenues	29,596	30,748	31,670	-	31,670	32,620

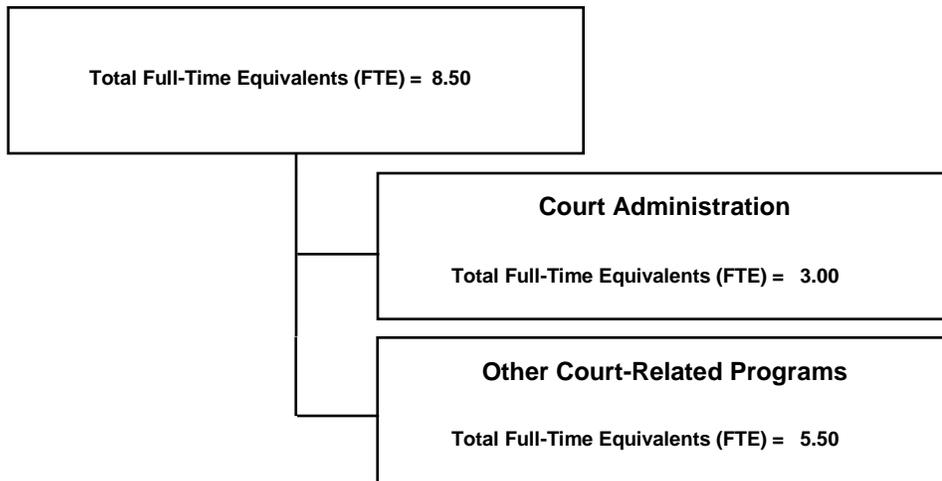
Notes:

This budget reflects estimated commission payments associated with the collection of the unincorporated area non ad valorem assessment of \$40 for solid waste disposal



Judicial

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## **Executive Summary**

The Judicial section of the Leon County FY 2014 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 12,740 jail beds will be avoided in FY 2014 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 six months of completing the program. It is estimated that only 2% of graduates will reoffend in FY 2014.

The State Attorney's Office will receive and handle approximately 4,800 felony referrals, 9,000 misdemeanor referrals and 1,000 juvenile referrals in FY 2014. 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 in the amount of \$37,000 for first appearance attorneys to assist in reducing the jail population.

The Public Defender's Office estimated a total of approximately 10,000 cases to be closed in FY 2014. 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 in the amount of \$37,000 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 2014, Guardian Ad Litem will represent approximately 715 children who are residents of Leon County.

Leon County Fiscal Year 2014 Adopted Budget

Judicial

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	616,185	543,706	500,372	-	500,372	501,461
Operating	271,803	279,847	252,177	1,060	253,237	252,859
Capital Outlay	35,331	52,203	47,500	-	47,500	47,738
Grants-in-Aid	176,500	176,500	181,155	-	181,155	181,820
<b>Total Budgetary Costs</b>	<b>1,099,819</b>	<b>1,052,256</b>	<b>981,204</b>	<b>1,060</b>	<b>982,264</b>	<b>983,878</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Court Administration	215,793	280,703	236,203	-	236,203	236,017
State Attorney	103,444	106,945	108,655	-	108,655	108,655
Public Defender	131,372	130,450	132,875	-	132,875	132,875
Other Court-Related Programs	632,311	514,152	482,184	-	482,184	483,984
Guardian Ad Litem	16,900	20,006	21,287	1,060	22,347	22,347
<b>Total Budget</b>	<b>1,099,819</b>	<b>1,052,256</b>	<b>981,204</b>	<b>1,060</b>	<b>982,264</b>	<b>983,878</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	232,692	300,709	257,490	1,060	258,550	258,364
110 Fine and Forfeiture	361,946	361,692	375,185	-	375,185	375,612
114 Family Law Legal Services	122,519	133,751	158,529	-	158,529	158,950
117 Judicial Programs	382,662	256,104	190,000	-	190,000	190,952
<b>Total Revenues</b>	<b>1,099,819</b>	<b>1,052,256</b>	<b>981,204</b>	<b>1,060</b>	<b>982,264</b>	<b>983,878</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Court Administration	3.00	4.18	3.00	-	3.00	3.00
Other Court-Related Programs	8.00	4.33	5.50	-	5.50	5.50
<b>Total Full-Time Equivalents (FTE)</b>	<b>11.00</b>	<b>8.50</b>	<b>8.50</b>	<b>-</b>	<b>8.50</b>	<b>8.50</b>

**Court Administration Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	160,959	251,754	188,533	-	188,533	188,347
Operating	54,834	28,949	47,670	-	47,670	47,670
<b>Total Budgetary Costs</b>	<b>215,793</b>	<b>280,703</b>	<b>236,203</b>	<b>-</b>	<b>236,203</b>	<b>236,017</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Court Administration (001-540-601)	161,718	280,703	227,203	-	227,203	227,017
Court Information Systems (001-540-713)	12,981	-	9,000	-	9,000	9,000
Court Operating (001-540-719)	41,094	-	-	-	-	-
<b>Total Budget</b>	<b>215,793</b>	<b>280,703</b>	<b>236,203</b>	<b>-</b>	<b>236,203</b>	<b>236,017</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	215,793	280,703	236,203	-	236,203	236,017
<b>Total Revenues</b>	<b>215,793</b>	<b>280,703</b>	<b>236,203</b>	<b>-</b>	<b>236,203</b>	<b>236,017</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Court Administration	3.00	4.18	3.00	-	3.00	3.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>3.00</b>	<b>4.18</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>3.00</b>

**Court Administration (001-540-601)**

<b>Goal</b>	The goal of the Office of Court Administration's Mental Health Coordinator and Detention Review Coordinator is to provide case management and intervention in the case processing of defendants in the Leon County Jail and other facilities in order to reduce delays in case disposition and/or defendant release.
<b>Objectives</b>	<p>Mental Health Coordination:</p> <ol style="list-style-type: none"> <li>1. Performs early identification; screening of all persons arrested and booked into the Leon County Jail, and attends First Appearance court.</li> <li>2. Provides case management services for all identified mentally ill defendants with criminal charges pending in Leon County.</li> <li>3. Reviews, enhances and coordinates follow up mental health services available in the Leon County Jail and acts as court liaison for mental health issues with all outside vendors.</li> </ol> <p>Detention Review Coordination:</p> <ol style="list-style-type: none"> <li>1. Performs case management and reviews of all jailed felony defendants, traffic and misdemeanor defendants.</li> <li>2. Performs bi-weekly case management and review of all felony technical probation violators.</li> <li>3. Serves as Court Liaison for jail population review and management with all outside agencies.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Constitution; Florida Statutes, Chapters 29 "Court System Funding" *Chapter 34 "County Courts" *Chapter 38 "Judges: General Provisions" *Chapter 39 "Judicial: Proceedings Relating to Children" *Chapter 40 "Jurors & Payment of Jurors & Witnesses" *Chapter 43 "General Provisions: Courts"
<b>Advisory Board</b>	Forensic Mental Health Workgroup; Baker Act Screening Committee; Partners in Crisis and Mental Health Workgroup; Criminal Justice Coordinating Committee; Public Safety Coordinating Council; Justice Information System Users Group, and attendant Mental Health Advisory Board

Performance Measures

Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
# of Jail Beds Avoided Due to Felony Violators of Probation Stand Alone Docket	24,314	31,883	29,181	32,000
Estimated Cost Avoidance Due to Detention Review Coordination <sup>1</sup>	\$1.33 million	\$2.04 million	\$1.59 million	\$2.05 million
# of Jail Beds Avoided Due to Mental Health Coordinator Intervention	23,307	11,733	15,000	12,740
Estimated Cost Avoidance Due to Mental Health Coordination *	\$1.56 million	\$0.75 million	\$1.1 million	\$0.82 million
# of Mental Health Pretrial Release Defendants Served	112	56	76	75
# of Mental Health Probation Defendants Served	74	53	50	75
# of Defendants Ordered to a Psychiatric Facility for Stabilization	55	62	60	72
# of Defendants Committed to a State Forensic Facility	53	63	50	63

Notes:  
 1. The decrease in cost avoidance for FY13 may have resulted from the termination of several programs and procedures following the closure of mental health and substance abuse grant programs.

**Court Administration - Court Administration (001-540-601)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	160,959	251,754	188,533	-	188,533	188,347
Operating	759	28,949	38,670	-	38,670	38,670
<b>Total Budgetary Costs</b>	<b>161,718</b>	<b>280,703</b>	<b>227,203</b>	<b>-</b>	<b>227,203</b>	<b>227,017</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	161,718	280,703	227,203	-	227,203	227,017
<b>Total Revenues</b>	<b>161,718</b>	<b>280,703</b>	<b>227,203</b>	<b>-</b>	<b>227,203</b>	<b>227,017</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Detention Review Coordinator	1.00	-	-	-	-	-
Court Mental Health Coordinator	1.00	1.00	1.00	-	1.00	1.00
Trial Court Marshall	-	1.00	1.00	-	1.00	1.00
Court Liaison Officer	-	0.18	-	-	-	-
Information Systems Analyst	-	1.00	-	-	-	-
Clerical Assistant	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>3.00</b>	<b>4.18</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>3.00</b>

The major variances for the FY 2014 Court Administration budget are as follows:

**Increases to Program Funding:**

1. Contracts or other obligations for continuity of services in the amount of \$10,733.
  - Process server fees in the amount of \$8,533
  - One additional printer lease \$1,500
  - One additional parking space \$700

**Decreases to Program Funding:**

1. Personnel Services costs associated with retirement and the expiration of one OPS position budget is offset by the additional position transferred from Wakulla in Judicial Programs/Article V. These decreases are offset by costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.
2. Communication costs in the amount of \$1,012.

**Court Administration - Court Information Systems (001-540-713)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	12,981	-	9,000	-	9,000	9,000
Total Budgetary Costs	12,981	-	9,000	-	9,000	9,000

<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	12,981	-	9,000	-	9,000	9,000
Total Revenues	12,981	-	9,000	-	9,000	9,000

Notes:

In FY08 new reporting requirements for Article V entities were implemented. The FY12 actual expenses were reported in Court Administration's operating budget (001-540-601). For FY14, Communication expenses are budgeted and reported separately.

**Court Administration - Court Operating (001-540-719)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	41,094	-	-	-	-	-
Total Budgetary Costs	41,094	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	41,094	-	-	-	-	-
Total Revenues	41,094	-	-	-	-	-

Notes:

In FY08 new reporting requirements for Article V entities were implemented. The FY12 Actuals depict the total amount funded by the County for Article V other operating costs. These expenses are currently funded in the Court Administration operating budget and the actual expenses will be reported separately each year.

**Other Court-Related Programs Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	381,226	217,952	237,839	-	237,839	239,114
Operating	39,254	67,497	15,690	-	15,690	15,312
Capital Outlay	35,331	52,203	47,500	-	47,500	47,738
Grants-in-Aid	176,500	176,500	181,155	-	181,155	181,820
<b>Total Budgetary Costs</b>	<b>632,311</b>	<b>514,152</b>	<b>482,184</b>	<b>-</b>	<b>482,184</b>	<b>483,984</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Alternative Juvenile Programs (117-509-569)	73,583	77,136	47,500	-	47,500	47,738
Court Administration - Teen Court (114-586-662)	122,519	133,751	158,529	-	158,529	158,950
Judicial Programs/Article V (117-548-662)	224,378	74,562	47,500	-	47,500	47,738
Law Library (117-546-714)	35,331	52,203	47,500	-	47,500	47,738
Legal Aid - Court (117-555-715)	49,370	52,203	47,500	-	47,500	47,738
Legal Aid (110-555-715)	127,130	124,297	133,655	-	133,655	134,082
<b>Total Budget</b>	<b>632,311</b>	<b>514,152</b>	<b>482,184</b>	<b>-</b>	<b>482,184</b>	<b>483,984</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
110 Fine and Forfeiture	127,130	124,297	133,655	-	133,655	134,082
114 Family Law Legal Services	122,519	133,751	158,529	-	158,529	158,950
117 Judicial Programs	382,662	256,104	190,000	-	190,000	190,952
<b>Total Revenues</b>	<b>632,311</b>	<b>514,152</b>	<b>482,184</b>	<b>-</b>	<b>482,184</b>	<b>483,984</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Court Administration - Teen Court	3.00	3.00	3.00	-	3.00	3.00
Alternative Juvenile Programs	1.00	1.00	1.00	-	1.00	1.00
Judicial Programs/Article V	4.00	0.33	1.50	-	1.50	1.50
<b>Total Full-Time Equivalentents (FTE)</b>	<b>8.00</b>	<b>4.33</b>	<b>5.50</b>	<b>-</b>	<b>5.50</b>	<b>5.50</b>

**Other Court-Related Programs - Legal Aid (110-555-715)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Grants-in-Aid	127,130	124,297	133,655	-	133,655	134,082
Total Budgetary Costs	127,130	124,297	133,655	-	133,655	134,082

<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
110 Fine and Forfeiture	127,130	124,297	133,655	-	133,655	134,082
Total Revenues	127,130	124,297	133,655	-	133,655	134,082

The major variances for the FY 2014 Other Court-Related Programs – Legal Aid budget are as follows:

Increases to Program Funding:

1. Contracts or other obligations for continuity of services in the amount of \$9,358.

**Court Administration – Teen Court (114-586-662)**

<b>Goal</b>	The goal of Teen Court is to have clients face a jury of their peers, receive a fair and just sentence for their crime, complete the educational sanctions imposed by the Teen Court jury, learn from their mistakes, set goals for themselves, and make better decisions in the future.
<b>Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide a forum whereby youthful offenders are "sentenced" by a court of their peers.</li> <li>2. Provide sanctions to offenders through sentencing hearings.</li> <li>3. Provide professional, educational, and counseling services and/or referrals to clients of the program.</li> <li>4. Provide training for teens to serve as prosecution and defense attorneys, as well as bailiffs, clerks and videographers.</li> <li>5. Provide educational/crime prevention/victim's awareness components to clients.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes, Chapter 938.19. Assessment of additional court costs; Leon County Ordinance Sec. 7-28(c).
<b>Advisory Board</b>	Teen Court is a member of the Florida Association of Teen Courts, as well as a participant in the National Youth Court Association. Collectively, program staff participates with the Integrated Juvenile Services Staffing team at the Juvenile Assessment Center (JAC) and The Youth Development Council.

Benchmarking		
Benchmark Data	Leon County	Benchmark
% of Re-Offenders (Recidivism)	6%	6% to 9%

Benchmark Source: National Association of Youth Courts, 2002 Study

Performance Measures				
Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
# of Cases Referred to Teen Court	97	109	92	122
# of Hours Active Officers Have Served	1,335	1,353	1,461	1,375
# of Hours Teen Volunteers Have Served as Jurors	2,314	3,358	3,816	4,869
# of Volunteer Service Hours Contributed <sup>1</sup>	4,414	5,296	6,248	6,355
# of Successful Completions	82	84	90	86
% of Re-Offenders (Recidivism) <sup>2</sup>	9.3%	4%	6%	2%

- Notes:
1. The number of volunteer service hours contributed reflects a consolidation of the two categories: number of hours youth participate as well as the number of adult volunteer hours.
  2. Teen Court recidivism rates will be reported on graduates that re-offend within one year of completing the program.

**Other Court-Related Programs - Court Administration - Teen Court (114-586-662)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	116,466	123,061	147,839	-	147,839	148,638
Operating	6,053	10,690	10,690	-	10,690	10,312
Total Budgetary Costs	122,519	133,751	158,529	-	158,529	158,950
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
114 Family Law Legal Services	122,519	133,751	158,529	-	158,529	158,950
Total Revenues	122,519	133,751	158,529	-	158,529	158,950
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Case Coordinator	1.00	1.00	1.00	-	1.00	1.00
Volunteer Coordinator	1.00	1.00	1.00	-	1.00	1.00
Teen Court Education Coordinator	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 2014 Teen Court budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.

**Other Court-Related Programs - Alternative Juvenile Programs (117-509-569)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	72,253	72,657	47,500	-	47,500	47,738
Operating	1,329	4,479	-	-	-	-
Total Budgetary Costs	<u>73,583</u>	<u>77,136</u>	<u>47,500</u>	<u>-</u>	<u>47,500</u>	<u>47,738</u>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
117 Judicial Programs	73,583	77,136	47,500	-	47,500	47,738
Total Revenues	<u>73,583</u>	<u>77,136</u>	<u>47,500</u>	<u>-</u>	<u>47,500</u>	<u>47,738</u>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Juvenile Alternative Sanctions Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total 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>

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.

The major variances for the FY 2014 Alternative Juvenile Programs budget are as follows:

Decrease to Program Funding:

1. Budget decrease reflects the budgeting of revenues/credits received from the five surrounding counties within the 2nd Judicial Circuit that assist in funding this program. This budgeting reflects the requirements of reporting Article V expenditures to the State.

**Other Court-Related Programs - Law Library (117-546-714)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Capital Outlay	35,331	52,203	47,500	-	47,500	47,738
Total Budgetary Costs	<u>35,331</u>	<u>52,203</u>	<u>47,500</u>	<u>-</u>	<u>47,500</u>	<u>47,738</u>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
117 Judicial Programs	35,331	52,203	47,500	-	47,500	47,738
Total Revenues	<u>35,331</u>	<u>52,203</u>	<u>47,500</u>	<u>-</u>	<u>47,500</u>	<u>47,738</u>

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.

**Other Court-Related Programs - Judicial Programs/Article V (117-548-662)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	192,506	22,234	42,500	-	42,500	42,738
Operating	31,872	52,328	5,000	-	5,000	5,000
<b>Total Budgetary Costs</b>	<b>224,378</b>	<b>74,562</b>	<b>47,500</b>	<b>-</b>	<b>47,500</b>	<b>47,738</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
117 Judicial Programs	224,378	74,562	47,500	-	47,500	47,738
<b>Total Revenues</b>	<b>224,378</b>	<b>74,562</b>	<b>47,500</b>	<b>-</b>	<b>47,500</b>	<b>47,738</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Administrative Asst. I	1.00	-	-	-	-	-
Trial Court Marshall	1.00	-	-	-	-	-
Court Liaison Officer	1.00	0.33	0.50	-	0.50	0.50
Information Systems Analyst	1.00	-	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>4.00</b>	<b>0.33</b>	<b>1.50</b>	<b>-</b>	<b>1.50</b>	<b>1.50</b>

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.

The major variances for the FY 2014 Judicial Programs/Article V budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the transfer of an Information Systems Analyst position formerly housed in Wakulla County to be moved to Leon County. Budget increase also reflects the budgeting of revenues/credits received from the five surrounding counties within the 2nd Judicial Circuit that assist in funding this program. This budgeting reflects the requirements of reporting Article V expenditures to the State.

**Other Court-Related Programs - Legal Aid - Court (117-555-715)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Grants-in-Aid	49,370	52,203	47,500	-	47,500	47,738
Total Budgetary Costs	49,370	52,203	47,500	-	47,500	47,738
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
117 Judicial Programs	49,370	52,203	47,500	-	47,500	47,738
Total Revenues	49,370	52,203	47,500	-	47,500	47,738

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.

**State Attorney Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	66,444	69,945	71,655	-	71,655	71,655
<b>Total Budgetary Costs</b>	<b>103,444</b>	<b>106,945</b>	<b>108,655</b>	<b>-</b>	<b>108,655</b>	<b>108,655</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
State Attorney (110-532-602)	37,000	98,600	98,600	-	98,600	98,600
State Attorney (110-532-713)	15,100	8,345	10,055	-	10,055	10,055
State Attorney (110-532-719)	51,344	-	-	-	-	-
<b>Total Budget</b>	<b>103,444</b>	<b>106,945</b>	<b>108,655</b>	<b>-</b>	<b>108,655</b>	<b>108,655</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
110 Fine and Forfeiture	103,444	106,945	108,655	-	108,655	108,655
<b>Total Revenues</b>	<b>103,444</b>	<b>106,945</b>	<b>108,655</b>	<b>-</b>	<b>108,655</b>	<b>108,655</b>

**State Attorney (110-532-602)**

<b>Goal</b>	The mission of the Office of the State Attorney is to seek justice for Florida by the efficient, effective and timely prosecution and disposition of felony, misdemeanor and juvenile criminal cases referred to it.
<b>Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide personnel and procedures to perform all duties and functions for intake, investigation, and prosecution of felony, misdemeanor, juvenile criminal cases as well as other statutory obligations such as motions to which the State is a party.</li> <li>2. Facilitating the function of the Grand Jury and serving as legal advisor to the Grand Jury.</li> <li>3. Assist all law enforcement agencies with legal and investigative assistance upon request.</li> <li>4. Represent the State of Florida in all suits, applications, civil, and criminal motions to which the State is a party.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes 27 and 29.008
<b>Advisory Board</b>	None

Performance Measures				
Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
# of Felony Cases filed	4,675	5,623	4,800	4,800
# of Juvenile Cases filed	1,159	956	1,300	1,000
# of Misdemeanor Cases filed	14,890	7,569	15,000	9,000
# of Worthless Check Cases filed	1,179	750	1,200	800

**State Attorney - State Attorney (110-532-602)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	-	61,600	61,600	-	61,600	61,600
Total Budgetary Costs	37,000	98,600	98,600	-	98,600	98,600
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
110 Fine and Forfeiture	37,000	98,600	98,600	-	98,600	98,600
Total Revenues	37,000	98,600	98,600	-	98,600	98,600

The State Attorney's budget is recommended at the same funding level as the previous fiscal year.

**State Attorney - State Attorney (110-532-713)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	15,100	8,345	10,055	-	10,055	10,055
Total Budgetary Costs	15,100	8,345	10,055	-	10,055	10,055
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
110 Fine and Forfeiture	15,100	8,345	10,055	-	10,055	10,055
Total Revenues	15,100	8,345	10,055	-	10,055	10,055

Notes:

In FY08 new reporting requirements for Article V entities were implemented. The FY12 Actual expenses for communication costs associated with the phone system were reported in the State Attorney's operating budget. These expenses are currently budgeted in State Attorney Information Systems and the actual expenses will be reported separately each year. Increases to Communication costs for FY14 total \$1,710.

**State Attorney - State Attorney (110-532-719)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	51,344	-	-	-	-	-
Total Budgetary Costs	51,344	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
110 Fine and Forfeiture	51,344	-	-	-	-	-
Total Revenues	51,344	-	-	-	-	-

Notes:

In FY08 new reporting requirements for Article V entities were implemented. The FY12 Actuals depict the total amount funded by the County for Article V other operating costs. These expenses are currently funded in the State Attorney's operating budget and the actual expenses will be reported separately each year.

**Public Defender Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	94,372	93,450	95,875	-	95,875	95,875
<b>Total Budgetary Costs</b>	<b>131,372</b>	<b>130,450</b>	<b>132,875</b>	<b>-</b>	<b>132,875</b>	<b>132,875</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Public Defender (110-533-603)	37,000	118,525	118,525	-	118,525	118,525
Public Defender (110-533-713)	25,084	11,925	14,350	-	14,350	14,350
Public Defender (110-533-719)	69,288	-	-	-	-	-
<b>Total Budget</b>	<b>131,372</b>	<b>130,450</b>	<b>132,875</b>	<b>-</b>	<b>132,875</b>	<b>132,875</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
110 Fine and Forfeiture	131,372	130,450	132,875	-	132,875	132,875
<b>Total Revenues</b>	<b>131,372</b>	<b>130,450</b>	<b>132,875</b>	<b>-</b>	<b>132,875</b>	<b>132,875</b>

**Public Defender (110-533-603)**

<b>Goal</b>	The Public Defender protects the constitutional and statutory rights of all citizens through the effective criminal legal representation of court appointed clients.
<b>Objectives</b>	<ol style="list-style-type: none"> <li>1. Represent indigent clients charged with criminal offenses filed in Circuit, County, Juvenile, and Traffic Court.</li> <li>2. Represent indigent clients with cases on appeal to the First District Court of Appeal, Florida Supreme Court, and the United States Supreme Court.</li> <li>3. Represent indigent clients in civil commitment proceedings under the Jimmy Ryce Act and the Baker Act.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 27.51 and Florida Statute 29.008
<b>Advisory Board</b>	None

Performance Measures				
Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
# of Total Appointed/Reopened cases	11,740	11,833	12,000	12,000
# of Cases Pled	5,943	5,746	5,750	5,750
# of Nolle Prossed/Dismissed Cases	1,298	9,21	1,000	1,000
# of Total Cases Closed	10,076	9,443	10,000	10,000
# of Substantiated Bar Grievances	0	0	0	0
# of Appellate Clients Represented	1,493	1,312	1,400	1,400
# of Appellate Briefs Filed	1,302	1,216	1,300	1,250

**Public Defender - Public Defender (110-533-603)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	-	81,525	81,525	-	81,525	81,525
Total Budgetary Costs	37,000	118,525	118,525	-	118,525	118,525
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
110 Fine and Forfeiture	37,000	118,525	118,525	-	118,525	118,525
Total Revenues	37,000	118,525	118,525	-	118,525	118,525

The FY14 Public Defender's budget is recommended at the same funding level as the previous fiscal year.

**Public Defender - Public Defender (110-533-713)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	25,084	11,925	14,350	-	14,350	14,350
Total Budgetary Costs	25,084	11,925	14,350	-	14,350	14,350
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
110 Fine and Forfeiture	25,084	11,925	14,350	-	14,350	14,350
Total Revenues	25,084	11,925	14,350	-	14,350	14,350

Notes:

In FY08 new reporting requirements for Article V entities were implemented. The FY12 Actual expenses for communication costs associated with the phone system were reported in the Public Defender's operating budget. For FY14, these expenses are budgeted in Public Defender-Information Systems and the actual expenses will be reported separately each year.

**Public Defender - Public Defender (110-533-719)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	69,288	-	-	-	-	-
Total Budgetary Costs	69,288	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
110 Fine and Forfeiture	69,288	-	-	-	-	-
Total Revenues	69,288	-	-	-	-	-

Notes:

In FY08 new reporting requirements for Article V entities were implemented. The FY12 Actuals depict the total amount funded by the County for Article V other operating costs. These expenses are currently funded in the Public Defender's operating budget and the actual expenses will be reported separately each year.

**Guardian Ad Litem Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	16,900	20,006	21,287	1,060	22,347	22,347
Total Budgetary Costs	16,900	20,006	21,287	1,060	22,347	22,347
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
GAL Information Systems (001-547-713)	12,147	1,275	1,495	-	1,495	1,495
GAL Operating (001-547-719)	4,753	-	-	-	-	-
Guardian Ad Litem (001-547-685)	-	18,731	19,792	1,060	20,852	20,852
Total Budget	16,900	20,006	21,287	1,060	22,347	22,347
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	16,900	20,006	21,287	1,060	22,347	22,347
Total Revenues	16,900	20,006	21,287	1,060	22,347	22,347

**Guardian Ad Litem (001-547-685)**

<b>Goal</b>	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.
<b>Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide children with legal representation and advocacy services.</li> <li>2. Preserve children's physical safety and emotional well-being and protect children from further harm.</li> <li>3. Make verbal and written recommendations for children's permanent placement in a stable and nurturing home environment.</li> <li>4. Attend trials, hearings, staffings, and mediations.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes, Chapter 39.402(8) (c)(1) "Placement of Child in Shelter"; Chapter 39.802(2)(a) "Petition for Termination of Parental Rights"; Chapter 39.822 "Appointment of Guardian Ad Litem"; Chapter 39.407(5) "Dependency Case Referral to Mediation".
<b>Advisory Board</b>	None

Performance Measures				
Performance Measures	FY 2011 Actuals	FY 2012 Actuals	FY 2013 Estimate	FY 2014 Estimate
# of Leon County Cases	405	422	417	426
# of Leon County Children Served	752	708	774	715
# of Volunteers	371	373	288	377

**Guardian Ad Litem - Guardian Ad Litem (001-547-685)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	-	18,731	19,792	1,060	20,852	20,852
Total Budgetary Costs	-	18,731	19,792	1,060	20,852	20,852
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	-	18,731	19,792	1,060	20,852	20,852
Total Revenues	-	18,731	19,792	1,060	20,852	20,852

The major variances for the FY 2014 Guardian Ad Litem budget are as follows:

Increases to Program Funding:

1. Costs associated with one additional parking space in the amount of \$1,060.

**Guardian Ad Litem - GAL Information Systems (001-547-713)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	12,147	1,275	1,495	-	1,495	1,495
Total Budgetary Costs	12,147	1,275	1,495	-	1,495	1,495
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	12,147	1,275	1,495	-	1,495	1,495
Total Revenues	12,147	1,275	1,495	-	1,495	1,495

Notes:

In FY08 new reporting requirements for Article V entities were implemented. The FY12 expenses were reported in the Guardian Ad Litem's operating budget. For FY14, the expenses are reported in Guardian Ad Litem-Information Systems and the actual expenses will be reported separately each year.

**Guardian Ad Litem - GAL Operating (001-547-719)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	4,753	-	-	-	-	-
Total Budgetary Costs	4,753	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	4,753	-	-	-	-	-
Total Revenues	4,753	-	-	-	-	-

Notes:

In FY08 new reporting requirements for Article V entities were implemented. The FY12 Actuals depict the total amount funded by the County for Article V other operating costs. These expenses are currently funded in the Guardian Ad Litem's operating budget and the actual expenses will be reported separately each year.

Non-Operating

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**Non-Operating Summary**

Non-operating funding is provided by the Leon County Board of County Commissioners for activities for which costs does not apply solely to any specific County department's function, but are either applicable to the operation of County government as a whole, or are provided for the public good. The County employees that are responsible for the administration of these programs are included in the specific County Administrator department budgets.

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	291,124	322,436	335,818	-	335,818	335,069
Operating	15,353,350	14,704,539	15,722,578	-	15,722,578	15,835,110
Transportation	159,154	169,800	-	-	-	-
Grants-in-Aid	1,043,638	1,515,750	1,556,250	-	1,556,250	1,582,250
Budgeted Reserves	-	882,383	702,445	-	702,445	723,295
<b>Total Budgetary Costs</b>	<b>16,847,267</b>	<b>17,594,908</b>	<b>18,317,091</b>	<b>-</b>	<b>18,317,091</b>	<b>18,475,724</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Fire Control	8,120,168	6,361,692	7,104,902	-	7,104,902	7,172,882
Other Non-Operating	5,268,827	5,740,615	5,912,624	-	5,912,624	5,982,427
Risk Financing & Workers Comp	2,030,010	2,763,400	2,792,275	-	2,792,275	2,792,275
Line Item Funding	22,500	24,500	29,000	-	29,000	29,000
Communications	764,839	692,016	718,790	-	718,790	718,790
Cost Allocations	-	-	-	-	-	-
Budgeted Reserves	-	882,383	702,445	-	702,445	723,295
Risk Allocations	640,922	1,130,302	1,057,055	-	1,057,055	1,057,055
<b>Total Budget</b>	<b>16,847,267</b>	<b>17,594,908</b>	<b>18,317,091</b>	<b>-</b>	<b>18,317,091</b>	<b>18,475,724</b>

**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. With this new organizational structure, a new fire services fee, based on a contracted fire service fee study, was adopted by resolution on June 9, 2009, to fund fire services in the unincorporated areas of the County. This fire service fee also provides funding for the six volunteer fire departments that operate in the unincorporated area of the County.

The increase in costs from previous years is associated with more resources provided for fire services (such as an additional fire fighter at unincorporated area fire stations and additional funding for volunteer fire departments), and to maintain level service fees over the next five years. Billing for these services in the unincorporated area will be 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 879 property owners did not pay the fee in FY 2013 (down from 1,100 in FY 2012), and have had the FY 2013 delinquent assessment, and the FY 2014 assessment placed on their tax bill.

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	8,120,168	6,361,692	7,104,902	-	7,104,902	7,172,882
Total Budgetary Costs	8,120,168	6,361,692	7,104,902	-	7,104,902	7,172,882
<hr/>						
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Fire Services Payment (145-838-522)	7,927,955	5,879,213	6,622,423	-	6,622,423	6,690,403
Volunteer Fire Department (145-843-522)	192,213	482,479	482,479	-	482,479	482,479
Total Budget	8,120,168	6,361,692	7,104,902	-	7,104,902	7,172,882
<hr/>						
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
145 Fire Services Fee	8,120,168	6,361,692	7,104,902	-	7,104,902	7,172,882
Total Revenues	8,120,168	6,361,692	7,104,902	-	7,104,902	7,172,882

**Line Item Funding Summary**

Annually during the budget process (by March 31), the Board determines the amount of funding available for specific outside agencies. The Board approved the allocation of line item funding as follows:

- After School Jazz Jam - \$2,000
- Capital City Classic - \$5,000
- Celebrate America/4th of July Celebration - \$2,500
- Dr. Martin Luther King Celebration/Inter Civic Council - \$4,500
- NAACP Freedom Fund Awards - \$1,000
- Soul Santa - \$4,000
- New Years Eve Celebration - \$10,000

Funding for these Line Item Agencies have been realigned to the respective departments for the administration of the contracts:

**Office of Human Services and Community Partnerships**

- Tallahassee Trust for Historic Preservation - \$63,175
- United Partners for Human Services - \$23,750
- Whole Child Leon Project - \$38,000
- Oasis Center/Commission on Status for Women - \$20,000
- Tallahassee Memorial Trauma Center - \$200,000

**Office of Resource Stewardship**

- Keep Tallahassee/Leon County Beautiful - \$21,375

**Office of Economic Development and Intergovernmental Affairs**

- Economic Development Council - \$199,500

**Office of Intervention and Detention Alternatives**

- Palmer Monroe Teen Center - \$150,000
- DISC Village/Juvenile Assessment Center - \$185,759

**Division of Tourism Development**

- Council on Culture and Arts (COCA) -Tourist Development 4 cent bed tax - \$504,500
- COCA Cultural re granting administrative costs from the general fund - \$150,000

**Division of Veteran Services**

- Veterans' Day Parade - \$2,500

**Division of Library Services**

- Friends of the LeRoy Collins Public Library - \$3,000

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Grants-in-Aid	22,500	24,500	29,000	-	29,000	29,000
Total Budgetary Costs	22,500	24,500	29,000	-	29,000	29,000
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Line Item - Special Events (001-888-574)	22,500	24,500	29,000	-	29,000	29,000
Total Budget	22,500	24,500	29,000	-	29,000	29,000
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	22,500	24,500	29,000	-	29,000	29,000
Total Revenues	22,500	24,500	29,000	-	29,000	29,000

Non-Operating

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-888-574 Line Item - Special Events</b>				
58220 Celebrate America	2,500	2,500	2,500	2,500
58221 Dr Martin Luther King Celebration	4,500	4,500	4,500	4,500
58240 Capital City Classic	5,000	5,000	5,000	5,000
58241 Friends of the LeRoy Collins Public Library	3,000	3,000	3,000	3,000
58242 NAACP Freedom Fund Awards Banquet	1,000	1,000	1,000	1,000
58243 After School Jazz Jams	2,000	2,000	2,000	2,000
58244 Soul Santa	4,000	4,000	4,000	4,000
58256 Veterans Day Parade	2,500	2,500	2,500	2,500
58259 New Years Eve Celebration	0	0	10,000	10,000
001-888-574 Totals	<u>24,500</u>	<u>24,500</u>	<u>34,500</u>	<u>34,500</u>
Line Item Funding Totals	<u><u>24,500</u></u>	<u><u>24,500</u></u>	<u><u>34,500</u></u>	<u><u>34,500</u></u>

**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. The increase in funding is due to the expansion of the phone system to other Leon County government offices, offset by a slight decline in the provider's rates.

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	764,839	692,016	718,790	-	718,790	718,790
Total Budgetary Costs	764,839	692,016	718,790	-	718,790	718,790
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Communications Trust (502-900-590)	431,554	481,695	502,690	-	502,690	502,690
Communications Trust (502-900-713)	38,387	-	-	-	-	-
MIS Automation - Animal Control (140-470-562)	1,541	1,240	660	-	660	660
MIS Automation - Building Inspection (120-470-524)	1,855	1,780	720	-	720	720
MIS Automation - EMS Fund (135-470-526)	7,085	6,910	3,650	-	3,650	3,650
MIS Automation - General Fund (001-470-519)	210,068	131,701	138,120	-	138,120	138,120
MIS Automation - Growth Management (121-470-537)	6,078	6,530	6,530	-	6,530	6,530
MIS Automation - Mosquito Control (122-470-562)	441	-	-	-	-	-
MIS Automation - Motor Pool Fund (505-470-519)	531	500	420	-	420	420
MIS Automation - Parks and Recreation (140-470-572)	1,311	1,240	540	-	540	540
MIS Automation - Probation Services (111-470-523)	3,919	3,590	3,330	-	3,330	3,330
MIS Automation - Public Defender (110-470-603)	12,102	12,830	16,320	-	16,320	16,320
MIS Automation - Solid Waste Fund (401-470-534)	17,020	14,470	13,480	-	13,480	13,480
MIS Automation - State Attorney (110-470-602)	12,456	11,660	11,920	-	11,920	11,920
MIS Automation - Stormwater (123-470-538)	568	500	500	-	500	500
MIS Automation - Tourism Development (160-470-552)	9,172	8,640	8,560	-	8,560	8,560
MIS Automation - Transportation Trust (106-470-541)	10,751	8,730	11,350	-	11,350	11,350
Total Budget	764,839	692,016	718,790	-	718,790	718,790
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	210,068	131,701	138,120	-	138,120	138,120
106 Transportation Trust	10,751	8,730	11,350	-	11,350	11,350
110 Fine and Forfeiture	24,558	24,490	28,240	-	28,240	28,240
111 Probation Services	3,919	3,590	3,330	-	3,330	3,330
120 Building Inspection	1,855	1,780	720	-	720	720
121 Growth Management	6,078	6,530	6,530	-	6,530	6,530
122 Mosquito Control	441	-	-	-	-	-
123 Stormwater Utility	568	500	500	-	500	500
135 Emergency Medical Services MSTU	7,085	6,910	3,650	-	3,650	3,650
140 Municipal Service	2,852	2,480	1,200	-	1,200	1,200
160 Tourism Development	9,172	8,640	8,560	-	8,560	8,560
401 Solid Waste	17,020	14,470	13,480	-	13,480	13,480
502 Communications Trust	469,941	481,695	502,690	-	502,690	502,690
505 Motor Pool	531	500	420	-	420	420
Total Revenues	764,839	692,016	718,790	-	718,790	718,790

**Cost Allocations Summary**

Cost allocations are a method for the County to distribute general and administrative costs throughout the organization. On an annual basis, the County engages a cost plan consultant to determine the appropriate distribution of costs. These are costs incurred by the General Fund on behalf of the entire organization. Costs include such items as Purchasing, Facilities Management, Human Resources, Office of Management & Budget, the County Attorney's Office, Management Information Systems and other non-departmental costs.

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	-	-	-	-	-	-
Total Budgetary Costs	-	-	-	-	-	-
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Indirect Costs - Bank of America (165-499-519)	13,227	17,064	17,064	-	17,064	17,576
Indirect Costs - Building Inspections (120-499-524)	145,180	165,000	165,000	-	165,000	169,950
Indirect Costs - Emergency 911 (130-499-525)	4,900	5,011	5,011	-	5,011	5,161
Indirect Costs - EMS (135-499-526)	1,274,289	1,219,432	1,219,432	-	1,219,432	1,256,015
Indirect Costs - General Fund (001-499-519)	(6,117,519)	(5,766,235)	(5,760,392)	-	(5,760,392)	(5,933,202)
Indirect Costs - Growth Management (121-499-537)	445,772	440,000	440,000	-	440,000	453,200
Indirect Costs - Huntington Oaks Plaza (166-499-519)	1,436	1,781	1,781	-	1,781	1,834
Indirect Costs - Insurance Service (501-499-596)	23,828	30,741	30,741	-	30,741	31,663
Indirect Costs - Judicial Programs (117-499-601)	5,080	5,843	-	-	-	-
Indirect Costs - Mosquito Control (122-499-562)	186,432	-	-	-	-	-
Indirect Costs - Municipal Services (Animal Control) (140-499-562)	137,433	116,983	116,983	-	116,983	120,492
Indirect Costs - Municipal Services (Parks & Rec) (140-499-572)	486,221	464,947	464,947	-	464,947	478,895
Indirect Costs - Probation Services (111-499-523)	475,621	489,606	489,606	-	489,606	504,294
Indirect Costs - Radio Communications (131-499-519)	1,881	8,541	8,541	-	8,541	8,797
Indirect Costs - Solid Waste (401-499-534)	591,947	626,575	626,575	-	626,575	645,372
Indirect Costs - Stormwater Utility (123-499-538)	619,399	425,552	425,552	-	425,552	438,319
Indirect Costs - Teen Court (114-499-662)	9,824	8,251	8,251	-	8,251	8,499
Indirect Costs - Tourism Development (160-499-552)	98,509	115,908	115,908	-	115,908	119,385
Indirect Costs - Transportation Trust (106-499-541)	1,596,540	1,625,000	1,625,000	-	1,625,000	1,673,750
Total Budget	-	-	-	-	-	-

**Risk Allocations Summary**

The County maintains an internal services fund for risk management. The fund derives its revenue from workers' compensation contributions and allocations from various funds based on liability allocations (i.e. property insurance).

The amounts reflected below are the allocations for property and liability. Workers' Compensation is charged directly to each department's Personnel Services budget.

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	640,922	1,130,302	1,057,055	-	1,057,055	1,057,055
Total Budgetary Costs	640,922	1,130,302	1,057,055	-	1,057,055	1,057,055
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Bank of America - Risk (165-495-519)	30,503	37,153	37,823	-	37,823	37,823
Building Inspection (120-495-524)	2,977	6,677	6,692	-	6,692	6,692
EMS - Risk (135-495-526)	19,179	53,069	52,582	-	52,582	52,582
Fine & Forfeiture - Risk (110-495-689)	172,448	443,007	242,145	-	242,145	242,145
Fleet Maintenance - Risk (505-495-591)	6,176	9,730	10,115	-	10,115	10,115
General Fund - Risk (001-495-519)	256,103	327,468	446,611	-	446,611	446,611
Grants - Risk (125-495-595)	839	2,338	2,338	-	2,338	2,338
Growth Management - Risk (121-495-537)	7,052	17,137	17,226	-	17,226	17,226
Huntington Oaks - Risk (166-495-519)	7,398	7,235	7,784	-	7,784	7,784
Judicial Programs - Risk (117-495-569)	671	1,637	-	-	-	-
Mosquito Control - Risk (122-495-562)	8,774	-	-	-	-	-
Municipal Services - Risk (140-495-572)	29,897	64,338	65,753	-	65,753	65,753
Probation Services - Risk (111-495-523)	9,278	20,539	20,622	-	20,622	20,622
Solid Waste - Risk (401-495-534)	30,165	27,298	27,962	-	27,962	27,962
Stormwater Utility - Risk (123-495-538)	10,913	19,644	19,644	-	19,644	19,644
Supervisor of Elections - Risk (060-495-513)	7,010	12,146	17,659	-	17,659	17,659
Teen Court - Risk (114-495-662)	962	1,468	1,488	-	1,488	1,488
Tourism Development - Risk (160-495-552)	5,349	6,768	6,916	-	6,916	6,916
Transportation Trust - Risk (106-495-541)	35,229	72,650	73,695	-	73,695	73,695
Total Budget	640,922	1,130,302	1,057,055	-	1,057,055	1,057,055

**Workers' Comp Risk Management (501-821-596)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Operating	1,870,856	2,593,600	2,792,275	-	2,792,275	2,792,275
Transportation	159,154	169,800	-	-	-	-
Total Budgetary Costs	2,030,010	2,763,400	2,792,275	-	2,792,275	2,792,275
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
501 Insurance Service	2,030,010	2,763,400	2,792,275	-	2,792,275	2,792,275
Total Revenues	2,030,010	2,763,400	2,792,275	-	2,792,275	2,792,275

**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 Board to allocate funds for unforeseeable events or market conditions such as rising fuel and energy costs. Any budgeted reserve utilized during the year must be approved by the Board of County Commissioners.

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Budgeted Reserves	-	882,383	712,445	-	702,445	723,295
Total Budgetary Costs	-	882,383	702,445	-	702,445	723,295
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Budgeted Reserves - EMS Fund (135-990-599)	-	250,000	125,000	-	125,000	125,000
Budgeted Reserves - Fine and Forfeiture (110-990-599)	-	100,000	90,000	-	90,000	100,000
Budgeted Reserves - General Fund (001-990-599)	-	250,000	250,000	-	250,000	250,000
Budgeted Reserves - Insurance Service (501-990-599)	-	31,710	29,914	-	29,914	29,057
Budgeted Reserves - Motor Pool Fund (505-990-599)	-	42,049	16,533	-	16,533	28,250
Budgeted Reserves - Municipal Service (140-990-599)	-	53,018	40,000	-	40,000	40,000
Budgeted Reserves - Probation Services (111-990-599)	-	25,000	25,000	-	25,000	25,000
Budgeted Reserves - Stormwater Utility (123-990-599)	-	35,000	35,000	-	35,000	35,000
Budgeted Reserves - Tourism Development (160-990-599)	-	45,606	40,998	-	40,998	40,988
Budgeted Reserves - Transport. Trust (106-990-599)	-	50,000	50,000	-	50,000	50,000
Total Budget	-	882,383	702,445	-	702,445	723,295
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	-	250,000	250,000	-	250,000	250,000
106 Transportation Trust	-	50,000	50,000	-	50,000	50,000
110 Fine and Forfeiture	-	100,000	90,000	-	90,000	100,000
111 Probation Services	-	25,000	25,000	-	25,000	25,000
123 Stormwater Utility	-	35,000	35,000	-	35,000	35,000
135 Emergency Medical Services MSTU	-	250,000	125,000	-	125,000	125,000
140 Municipal Service	-	53,018	40,000	-	40,000	40,000
160 Tourism Development	-	45,606	40,998	-	40,998	40,988
501 Insurance Service	-	31,710	29,914	-	29,914	29,057
505 Motor Pool	-	42,049	16,533	-	16,533	28,250
Total Revenues	-	882,383	702,445	-	702,445	723,295

Leon County Fiscal Year 2014 Adopted Budget

Non-Operating

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-990-599 Budgeted Reserves - General Fund</b>				
59900 Budgeted Contingency	0	250,000	250,000	250,000
001-990-599 Totals	<u>0</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>
<b>106-990-599 Budgeted Reserves - Transport. Trust</b>				
59900 Budgeted Contingency	0	50,000	50,000	50,000
106-990-599 Totals	<u>0</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
<b>110-990-599 Budgeted Reserves - Fine and Forfeiture</b>				
59900 Budgeted Contingency	0	50,000	40,000	50,000
59930 Reserve For Article V	0	50,000	50,000	50,000
110-990-599 Totals	<u>0</u>	<u>100,000</u>	<u>90,000</u>	<u>100,000</u>
<b>111-990-599 Budgeted Reserves - Probation Services</b>				
59900 Budgeted Contingency	0	25,000	25,000	25,000
111-990-599 Totals	<u>0</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
<b>123-990-599 Budgeted Reserves - Stormwater Utility</b>				
59900 Budgeted Contingency	0	35,000	35,000	35,000
123-990-599 Totals	<u>0</u>	<u>35,000</u>	<u>35,000</u>	<u>35,000</u>
<b>135-990-599 Budgeted Reserves - EMS Fund</b>				
59900 Budgeted Contingency	0	250,000	125,000	125,000
135-990-599 Totals	<u>0</u>	<u>250,000</u>	<u>125,000</u>	<u>125,000</u>
<b>140-990-599 Budgeted Reserves - Municipal Service</b>				
59900 Budgeted Contingency	0	53,018	40,000	40,000
140-990-599 Totals	<u>0</u>	<u>53,018</u>	<u>40,000</u>	<u>40,000</u>
<b>160-990-599 Budgeted Reserves - Tourism Development</b>				
59900 Budgeted Contingency	0	15,000	40,998	40,988
59918 Reserve For Fund Balance	0	30,606	0	0
160-990-599 Totals	<u>0</u>	<u>45,606</u>	<u>40,998</u>	<u>40,988</u>
<b>501-990-599 Budgeted Reserves - Insurance Service</b>				
59918 Reserve For Fund Balance	0	31,710	29,914	29,057
501-990-599 Totals	<u>0</u>	<u>31,710</u>	<u>29,914</u>	<u>29,057</u>
<b>505-990-599 Budgeted Reserves - Motor Pool Fund</b>				
59918 Reserve For Fund Balance	0	42,049	16,533	28,250
505-990-599 Totals	<u>0</u>	<u>42,049</u>	<u>16,533</u>	<u>28,250</u>
Budgeted Reserves Totals	<u>0</u>	<u>882,383</u>	<u>702,445</u>	<u>723,295</u>

**Budgeted Capital Reserves Summary**

As part of the FY 2008 budget process, the Board allocated a total of \$40.4 million in capital reserves. This included \$14 million for current and future mandatory, maintenance, and essential general fund capital projects (Fund 305) for the next five years, and \$26.4 million in one-cent sales tax revenue to maintain the existing transportation network over the next five to eight years (Fund 308) largely by eliminating the Tharpe Street project.

Fund 305 reserves were depleted in FY 2012. The reduction of Fund 308 reserves by \$2.4 million in FY 2014 reflects the planned level utilization of these resources to fund required and necessary capital projects. These reserves will be depleted by FY 2015.

The 2<sup>nd</sup> local option gas tax will be implemented in FY14 and will generate an additional \$2.0 million, as approved by the Board during the FY 2014 budget process. \$1.0 million will be used for capital transportation and mobility improvement projects in Fund 306 and the remaining \$1.0 million for reducing the general fund subsidy to the transportation fund, as determined by the Board at the September 10, 2013 County Commission meeting.

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Budgeted Reserves	-	6,799,054	2,503,148	-	2,503,148	2,509,123
Total Budgetary Costs	-	6,799,054	2,503,148	-	2,503,148	2,259,123
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
911 Capital Projects (330-990-599)	-	115,828	194,864	-	194,864	202,039
Budgeted Reserves - Local Opt. Sales Tax. (309-990-599)	-	2,939,190	-	-	-	-
Reserves for Future Transportation Projects (306-990-599)	-	-	1,000,000	-	1,000,000	1,250,000
Reserves for Resurfacing and Intersection Improv. (308-990-599)	-	3,744,036	1,308,284	-	1,308,284	807,084
Total Budget	-	6,799,054	2,503,148	-	2,503,148	2,259,123
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
306 Transportation Improvements	-	-	1,000,000	-	1,000,000	1,250,000
308 Sales Tax	-	3,744,036	1,308,284	-	1,308,284	807,084
309 Sales Tax - Extension	-	2,939,190	-	-	-	-
330 9-1-1 Capital Projects	-	115,828	194,864	-	194,864	202,039
Total Revenues	-	6,799,054	2,503,148	-	2,503,148	2,259,123

### **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 includes: 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. Participants will be covered by the County's workers' compensation program and wages will be paid out of available funds. There is currently \$74,265 allocated for the FY 2014 budget.

#### Other Non-Operating Expenses

Non-operating expenditures include payments to the City of Tallahassee, Fire services, the Community Redevelopment Area (CRA) / Tax Increment Financing (TIF) districts, and for mid-year grant matches. This fiscal year \$1.3 million is budgeted for CRA/TIF payments: \$953,930 for the Southside/Frenchtown payment, and \$374,581 for the Downtown CRA. Payments decreased slightly from FY 2013 due to a 2% decrease in property value in the Downtown CRA and a minor increase in the Frenchtown CRA.

#### Diversiónary Programs

This funding is for programs that have a direct impact on reducing the population at the County Correctional Facility. The Public Safety Coordinating Council (PSCC) makes recommendations to the BCC regarding there expenditures. The BCC makes the final decision regarding the use of these funds. The fiscal year 2014 budget is \$110,000, allocated between the vocational rehabilitation LIFT program (\$100,000), run by DISC Village, and the Domestic Violence Coordinating Council (\$10,000).

#### Reimbursement of Administrative Costs

Reimbursements of administrative costs are associated with the chargeback of Public Works operations and engineering staff to various capital projects.

#### 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; however, in this current fiscal year, the Department of Juvenile Justice estimated payments of \$1.29 million. This would be an approximate \$36,000 increase from the FY13 budget of \$1.25 million.

#### Drug Abuse Trust

Expenditures associated with the support of drug intervention programs overseen by 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 for ongoing maintenance associated with the Leon County 800 MHZ radio system. In FY 2008, Leon County entered into a new maintenance contract for the system involving an upgrade from analog to digital technology. Due to the completed capital upgrade, funds associated with this program were moved from a special revenue capital fund to a special revenue operating 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.

#### Tax Deeds

This funding is provided for costs associated with the purchase tax deeds on properties that have not paid property taxes or assessments.

#### Youth Sports Teams

The County provides \$4,750 annually in support of established youth sports teams to assist with costs associated with post-season activities.

#### 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.

#### 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.

Leon County Fiscal Year 2014 Adopted Budget

Non-Operating

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	291,124	322,436	335,818	-	335,818	335,069
Operating	3,956,564	3,926,929	4,049,556	-	4,049,556	4,094,108
Grants-in-Aid	1,021,138	1,491,250	1,527,250	-	1,527,250	1,553,250
<b>Total Budgetary Costs</b>	<b>5,268,827</b>	<b>5,740,615</b>	<b>5,912,624</b>	<b>-</b>	<b>5,912,624</b>	<b>5,982,427</b>
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
800 Mhz System Maintenance (131-529-519)	989,382	1,057,250	1,084,320	-	1,084,320	1,112,020
Capital Reg. Transportation Planning Agency (001-402-515)	209,871	217,646	231,028	-	231,028	230,279
CRA-Payment (001-972-559)	1,571,316	1,384,507	1,328,511	-	1,328,511	1,341,796
Diversionsary Programs (110-508-569)	100,000	100,000	110,000	-	110,000	100,000
Drug Abuse (116-800-562)	74,386	47,770	48,450	-	48,450	48,925
Grant Match Funds (125-991-595)	-	90,000	90,000	-	90,000	90,000
Juvenile Detention Payment - State (110-620-689)	778,586	1,250,000	1,286,000	-	1,286,000	1,312,000
Non-Operating General Fund (001-820-519)	677,949	772,178	790,356	-	790,356	753,725
Payment to City- Parks & Recreation (140-838-572)	1,034,871	1,122,249	1,169,944	-	1,169,944	1,219,666
Public Works Admin Chargebacks (106-978-541)	(520,826)	(675,000)	(600,000)	-	(600,000)	(600,000)
Sewer Services Killearn Lakes Units I and II (164-838-535)	228,535	232,500	232,500	-	232,500	232,500
Summer Youth Employment (001-278-551)	64,308	74,265	74,265	-	74,265	74,265
Tax Deed Applications (001-831-513)	59,949	62,500	62,500	-	62,500	62,500
Youth Sports Teams (001-379-572)	500	4,750	4,750	-	4,750	4,750
<b>Total Budget</b>	<b>5,268,827</b>	<b>5,740,615</b>	<b>5,912,624</b>	<b>-</b>	<b>5,912,624</b>	<b>5,982,427</b>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	2,583,893	2,515,846	2,491,410	-	2,491,410	2,467,315
106 Transportation Trust	(520,826)	(675,000)	(600,000)	-	(600,000)	(600,000)
110 Fine and Forfeiture	878,586	1,350,000	1,396,000	-	1,396,000	1,412,000
116 Drug Abuse Trust	74,386	47,770	48,450	-	48,450	48,925
125 Grants	-	90,000	90,000	-	90,000	90,000
131 Radio Communication Systems	989,382	1,057,250	1,084,320	-	1,084,320	1,112,020
140 Municipal Service	1,034,871	1,122,249	1,169,944	-	1,169,944	1,219,666
164 Special Assessment - Killearn Lakes Units I and II Sewer	228,535	232,500	232,500	-	232,500	232,500
<b>Total Revenues</b>	<b>5,268,827</b>	<b>5,740,615</b>	<b>5,912,624</b>	<b>-</b>	<b>5,912,624</b>	<b>5,982,427</b>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Capital Regional Transportation Planning Agency	2.00	2.00	2.00	-	2.00	2.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>

**Other Non-Operating - Capital Regional Transportation Planning Agency (001-402-515)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Personnel Services	209,871	202,646	216,028	-	216,028	215,279
Operating	-	15,000	15,000	-	15,000	15,000
Total Budgetary Costs	<u>209,871</u>	<u>217,646</u>	<u>231,028</u>	<u>-</u>	<u>231,028</u>	<u>230,279</u>
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
001 General Fund	209,871	217,646	231,028	-	231,028	230,279
Total Revenues	<u>209,871</u>	<u>217,646</u>	<u>231,028</u>	<u>-</u>	<u>231,028</u>	<u>230,279</u>
<b>Staffing Summary</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Transportation Planning Administrator	1.00	1.00	1.00	-	1.00	1.00
Sr. Transportation Planner	1.00	1.00	1.00	-	1.00	1.00
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>

Funding for the Capital Regional Transportation Planning Agency was realigned within the budget to account for the expenditures related to this program. Previously, funding for this program was included in the Planning Department's budget. Personnel expenses are reimbursed and will have a zero net budget impact.

The major variances for the FY 2014 Capital Regional Transportation Planning Agency budget are as follows:

**Increases to Program Funding:**

1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 2013 and an additional 1.5% effective April 1, 2014.



Debt Service

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Leon County Fiscal Year 2014 Adopted Budget

Debt Service Schedule

**General Obligation Bonds**

No outstanding issues.

**Non Self-Supporting Revenue Debt**

Description	Purpose	Pledge/ Security	Original Principal Amount	Outstanding Principal Amount	FY13/14 Principal Payment	Remaining Principal	Final Maturity Date
<b>Series 2012A:</b> Tax Exempt & <b>Series 2012B:</b> Taxable	These bonds were issued to fund the acquisition of the Bank of America (BOA) building and for major repairs and renovations to the existing County Courthouse facility.	The pledged revenues for these bonds include guaranteed entitlement revenue, Local Government Half Cent Sales Tax, State Revenue Sharing, Race Track funds and other non-ad valorem revenue sources.	\$21,223,000	\$21,223,000	\$119,000	\$21,104,000	2020
<b>Series 2005:</b>	This bond was issued to fully refund the Parks and Recreation Bond Series 1998A and to refund a portion of the Stormwater Bond Series 1997 and a portion of the Capital Improvement Revenue Bond Series 1999. This bond was also issued to fund the relocation of the Growth and Environmental Management facility, the construction of a public library and renovations to the County Courthouse building.		\$54,695,000	\$44,505,000	\$3,090,000	\$41,415,000	2025
<b>ESCO Lease:</b>	This lease was entered into to fund the acquisition of various facility improvement measures including lighting upgrades, HVAC systems, an energy management system and water/sewer improvements.	The energy efficiency improvements will offset the cost of the lease.	\$4,466,238	\$2,959,369	\$391,456	\$2,567,912	2018
<b>TOTAL:</b>			<b>\$80,384,238</b>	<b>\$68,687,369</b>	<b>\$3,600,456</b>	<b>\$65,086,912</b>	

# Leon County Fiscal Year 2014 Adopted Budget

## Debt Service

The various Debt Service Funds account for the debt service, including the accumulation of resources and payment of principal and interest, associated with the existing bonds issued by the County and an Energy Performance Contract with Energy Systems Group.

The bonds are secured by Non-Ad Valorem Revenue sources. None of the bonds are General Obligation Bonds. These bonds have been structured to have overall level annual payments until all dates of expiration occur in 2025. This level payment structure for debt service will result in the reduction of the debt service burden to the County over time as the percentage of monies spent on debt service in the budget reduces in the out-years.

Leon County currently services debt on 4 bonds. These bonds were all issued to fund the following County projects:

1. Construction of Public Libraries, the County Jail, and the Northeast Fire Station
2. Acquisition of the Tourist Development Council Building and the Bank of America Building
3. Renovations to the County Courthouse, the Fleet Management Facility, and the Public Works Building
4. Improvements to Stormwater Facilities, the County Landfill, and Parks & Recreation
5. Relocation of the Growth & Environmental Management Facility

The Energy Performance Contract is a lease to fund the acquisition of equipment to improve energy efficiency in various County facilities. The energy cost savings will offset the cost of the lease. Any balance on the lease not offset by the savings will be paid by Energy Systems Group.

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Debt Service	9,260,021	9,367,607	9,035,307	-	9,035,307	9,042,775
Total Budgetary Costs	9,260,021	9,367,607	9,035,307	-	9,035,307	9,042,775
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Debt Service	9,260,021	9,367,607	9,035,307	-	9,035,307	9,042,775
Total Budget	9,260,021	9,367,607	9,035,307	-	9,035,307	9,042,775
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
211 Bond Series 2012A & 2012B	955,280	954,880	580,587	-	580,587	581,080
216 Bond Series 2011	2,719,003	2,830,195	-	-	-	-
220 Bond Series 2005	5,101,225	5,098,019	7,970,206	-	7,970,206	7,977,181
221 ESCO Lease	484,514	484,513	484,514	-	484,514	484,514
Total Revenues	9,260,021	9,367,607	9,035,307	-	9,035,307	9,042,775

Debt Service

**Debt Service Summary**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Debt Service	9,260,021	9,367,607	9,035,307	-	9,035,307	9,042,775
Total Budgetary Costs	9,260,021	9,367,607	9,035,307	-	9,035,307	9,042,775
<b>Appropriations</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Bond Series 1998B (216-951-582)	2,719,003	2,830,195	-	-	-	-
Bond Series 2005 (220-958-582)	5,101,225	5,098,019	7,970,206	-	7,970,206	7,977,181
Bond Series 2012A (Tax Exempt) (211-975-582)	352,448	352,470	136,706	-	136,706	136,706
Bond Series 2012B (Taxable) (211-976-582)	602,832	602,410	443,881	-	443,881	444,374
ESCO Lease (221-977-582)	484,514	484,513	484,514	-	484,514	484,514
Total Budget	9,260,021	9,367,607	9,035,307	-	9,035,307	9,042,775
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
211 Bond Series 2012A & 2012B	955,280	954,880	580,587	-	580,587	581,080
216 Bond Series 2011	2,719,003	2,830,195	-	-	-	-
220 Bond Series 2005	5,101,225	5,098,019	7,970,206	-	7,970,206	7,977,181
221 ESCO Lease	484,514	484,513	484,514	-	484,514	484,514
Total Revenues	9,260,021	9,367,607	9,035,307	-	9,035,307	9,042,775

**Debt Service - Bond Series 2012A (Tax Exempt) (211-975-582)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Debt Service	352,448	352,470	136,706	-	136,706	136,706
Total Budgetary Costs	352,448	352,470	136,706	-	136,706	136,706
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
211 Bond Series 2012A & 2012B	352,448	352,470	136,706	-	136,706	136,706
Total Revenues	352,448	352,470	136,706	-	136,706	136,706

**Debt Service - Bond Series 2012B (Taxable) (211-976-582)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Debt Service	602,832	602,410	443,881	-	443,881	444,374
Total Budgetary Costs	602,832	602,410	443,881	-	443,881	444,374
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
211 Bond Series 2012A & 2012B	602,832	602,410	443,881	-	443,881	444,374
Total Revenues	602,832	602,410	443,881	-	443,881	444,374

**Debt Service - Bond Series 1998B (216-951-582)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Debt Service	2,719,003	2,830,195	-	-	-	-
Total Budgetary Costs	2,719,003	2,830,195	-	-	-	-
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
216 Bond Series 2011	2,719,003	2,830,195	-	-	-	-
Total Revenues	2,719,003	2,830,195	-	-	-	-

**Debt Service - Bond Series 2005 (220-958-582)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Debt Service	5,101,225	5,098,019	7,970,206	-	7,970,206	7,977,181
Total Budgetary Costs	5,101,225	5,098,019	7,970,206	-	7,970,206	7,977,181
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
220 Bond Series 2005	5,101,225	5,098,019	7,970,206	-	7,970,206	7,977,181
Total Revenues	5,101,225	5,098,019	7,970,206	-	7,970,206	7,977,181

**Debt Service - ESCO Lease (221-977-582)**

<b>Budgetary Costs</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
Debt Service	484,514	484,513	484,514	-	484,514	484,514
Total Budgetary Costs	484,514	484,513	484,514	-	484,514	484,514
<b>Funding Sources</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Continuation</b>	<b>FY 2014 Issues</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Budget</b>
221 ESCO Lease	484,514	484,513	484,514	-	484,514	484,514
Total Revenues	484,514	484,513	484,514	-	484,514	484,514



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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 FY14 to FY18.

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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 FY14 to FY18.

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## 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 FY14 to FY18.

<u>Project</u>	<u>Section</u>	<u>Page</u>
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## Capital Improvement Program

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 quality of 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(d), the County Administrator is annually responsible to prepare and submit a capital budget and capital improvement program to the Board.

### Capital Assets

A capital asset is a new or rehabilitated physical asset that is nonrecurring and has a useful life of more than three years and costs at least \$10,000.

### Capital Project

A capital project is undertaken to acquire a capital asset. Examples include the construction, maintenance, and/or renovations to public buildings as well as improvements to stormwater systems and transportation.

### 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.

## Capital Improvement 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 Quarterly Project Status Reports

The following is a brief description of the information contained in the Capital Improvement Program. A Project Index can be found on page 24-2.

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 FY14-FY18 capital improvement program.
- Capital Projects By Managing Department:  
Summary table of all capital improvement projects organized by managing department.
- FY13 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 FY14 to FY18. The project detail sheets each provide the following:

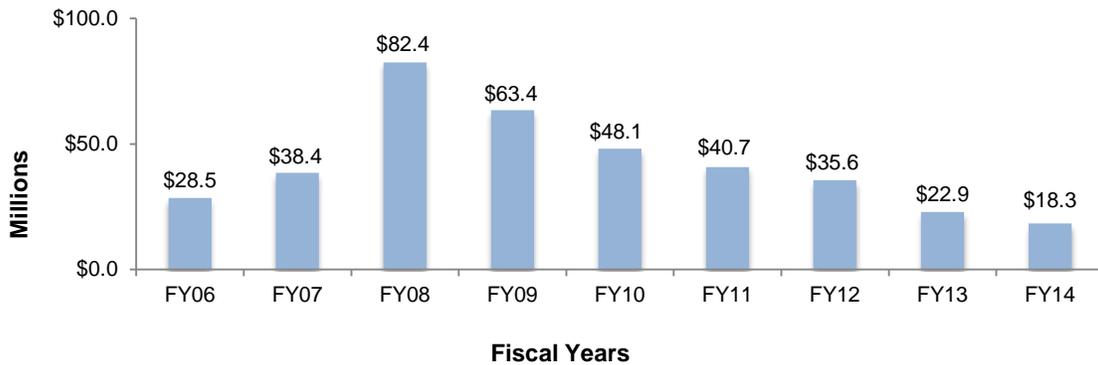
- General Information:  
Includes project title, managing department, project number, service type, project status, description/justification and, if applicable, project location map.
- Policy/Comprehensive Plan Information  
Non-comprehensive Plan Related Projects - relevant policy, law, mandate, ordinance, master plan, initiative, etc.
- Comprehensive Plan Related Projects:  
Identifies whether the project is in the capital improvement element of the comprehensive plan, the improvement (i.e. stormwater, parks & recreation, roads, etc.), 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 FY12, FY13 adjusted budget and FY13 year-to-date expenditures, FY14 budget, FY15 - FY18 planned budget, FY14 – FY18 total, total project cost, and estimates of any anticipated impacts on the operating budget.

### FY 2014 Capital Budget

Figure 24.1 shows the capital funding for each fiscal year from FY06 through FY14. The total FY14 capital budget is **\$18,293,735 (\$15,790,587 in capital projects and \$2,503,148 in budgeted reserves)**. Including the budgeted reserves, this is a 20.03% decrease over the adopted FY13 capital budget of \$22,875,903. The decline in capital funding reflects the utilization of capital reserves set aside by the Board to fund the long term capital needs of the County. In addition, the figure below illustrates that the Capital Improvement Program is below FY06 funding levels.

The capital projects planned for FY14 include: Transportation and Stormwater Improvements, General County Maintenance, Management Information Service upgrades, and Parks and Recreation Improvements.

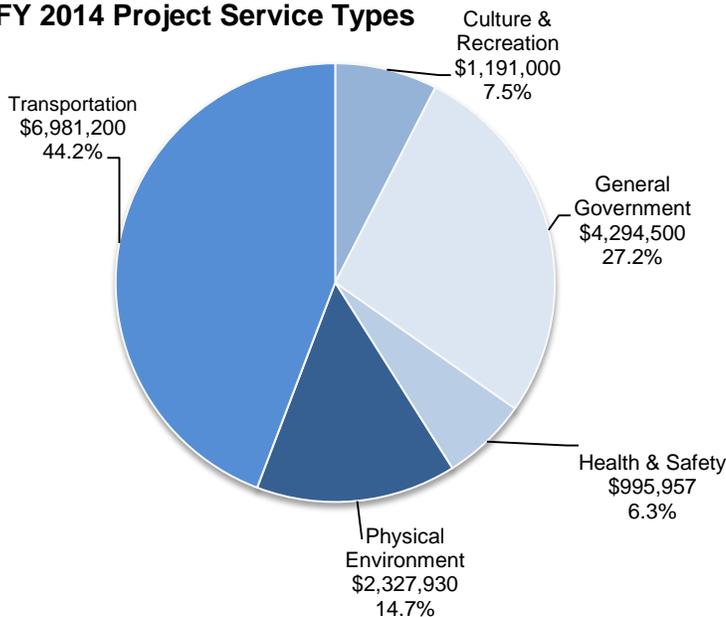
**Figure 24.1**  
**FY06 – FY14 Capital Funding**



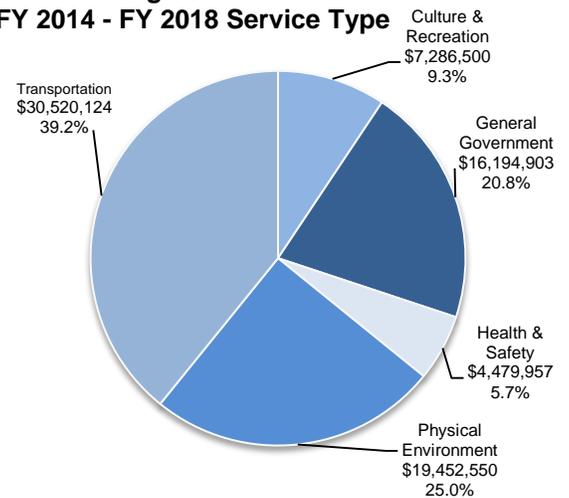
### Service Types

Figure 24.2 shows the service types of the projects in the FY14 capital budget. In FY14, 44.2% or \$6,981,200 of the capital budget will fund transportation related projects. Figure 24.3 shows the service types of the projects in the FY14-FY18 Capital Improvement Program. The Capital Improvement Program continues to spend the majority of funds on transportation projects. Budgeted reserves are not reflected below.

**Figure 24.2**  
**FY 2014 Project Service Types**



**Figure 24.3**  
**FY 2014 - FY 2018 Service Type**



### Project Funding Sources

Table 24.1 shows the project funding sources for the FY14 capital budget and the FY14 - FY18 capital improvement program. The Capital Improvements Fund (Fund 305) is the primary source of funding for the FY14 capital budget funding \$6,038,680 (38.2%), and continues as the primary source of funding for FY14 - FY18, totaling \$29,484,300 (37.8%). Budgeted reserves are not reflected below.

**Table 24.1**  
**FY14 – FY18 Project Funding Sources**

Funding Source	FY 2014 Budget	%	FY 2014 - FY 2018 Program	%
EMS MSTU (Fund 135)	770,957	4.9%	4,254,957	5.5%
Tourist Development (Fund 160)	30,000	0.2%	60,000	0.1%
Bank of America (Fund 165)	784,000	5.0%	2,346,403	3.0%
Huntington Oaks (Fund 166)	100,000	0.6%	550,000	0.7%
Capital Improvements (Fund 305)	6,038,680	38.2%	29,484,300	37.9%
Transportation Improvements (Fund 306)	831,200	5.3%	7,619,000	9.8%
Sales Tax (Fund 308)	2,800,000	17.7%	4,296,669	5.5%
Sales Tax Ext. (Fund 309)	3,850,000	24.4%	22,679,455	29.1%
Solid Waste (Fund 401)	585,750	3.7%	6,603,250	8.5%
<b>TOTAL</b>	<b>\$15,790,587</b>	<b>100%</b>	<b>\$77,894,034</b>	<b>100%</b>

### Reserves for Capital Projects

The FY14 capital budget includes dedicated reserves (\$3.5 million) for future Intersection/Resurfacing projects:

**Intersection/Resurfacing:** During the FY08 budget process, the County established this reserve account to support intersection and resurfacing projects for six to eight years. The funds are restricted by law to be used for transportation projects or the jail. With the decline in gas tax revenues, the need to have this resource for maintaining the existing infrastructure has become critical. The out-year budgets reflect the capital reserves being depleted by FY14.

On February 12, 2013, the Board approved transitioning transportation and intersection improvement project funding from the original sales tax to the current sales tax extension. The following projects were added to the list of Sales Tax projects funded with the County's share of the one-cent sales tax extension: Arterial Road Resurfacing, Local Resurfacing, Open Graded Cold Mix Maintenance and Resurfacing, and Intersection and Safety Improvements. Beginning in FY14, the Capital Improvement Budget contemplates using the Sales Tax Extension (Fund 309) to fund all resurfacing and intersection and safety improvement projects.

At the July 8, 2013 FY14 Budget Workshop, the Board approved levying the additional five-cent gas tax. During the September 10, 2013 meeting, the Board directed staff to allocate the FY14 estimated \$2.0 million in gas tax revenue 50/50 between transportation operating expenditures and capital expenditures. Staff was further directed to bring back an agenda item in early FY 14 providing capital project options for the allocation of the \$1.0 million. The Board's action resulted in a \$1.0 million reduction in general fund subsidy and a corresponding reduction in general fund balance used to balance the FY14 budget.

**General Government:** As part of the annual budget process, the County evaluates the resources necessary to support the five year capital improvement program. Depending upon the level of reserves, additional general revenue is contemplated to be transferred to the capital projects to maintain a five year funded program. This approach began during the FY08 budget process to support the funding of maintenance and essential capital projects. The goal is to provide funding to maintain the existing infrastructure of the County. During FY12, the Board replenished the general capital reserves in the amount of \$13.1 million, which put the Board in a position to fund the general County maintenance projects in the capital fund for the next five years. Through this effort, the County is able to avoid large increases/decreases in funding over a five year period. However, in order to balance the FY14 budget, the Board eliminated the regular general reserve transfer to fund capital projects. In order to extend the reserves, the transfer will need to be restored in future budgets or the reserves will be depleted in less than five years.

### New and Revised Capital Projects

Table 24.2 shows the new and revised projects for the FY14 capital budget and FY14-FY18 capital improvement program. A total of 8 projects in the amount of \$594,750 will be funded in FY14. For the five year period, a total of \$1,166,750 is budgeted for 12 new and revised projects.

**Table 24.2**  
**FY14 - FY18 New and Revised Projects**

New and Revised Projects	FY14 Budget	%	FY14 - FY18 Program	%
Miccosukee Community Center	-	0.0%	15,000	1.3%
Agriculture Center Renovations	-	0.0%	50,000	4.3%
Air Conditioning Unit Replacements	-	0.0%	202,000	17.3%
Business Incubator Center	250,000	42.0%	250,000	21.4%
Fairgrounds Senses of Place Initiative	50,000	8.4%	50,000	4.3%
Lake Jackson Town Center Sense of Place Initiative	100,000	16.8%	300,000	25.7%
Pre-Fabricated Buildings	-	0.0%	37,500	3.2%
Technology in Chambers	85,000	14.3%	85,000	7.3%
Welcome Center Roof Placement	30,000	5.0%	60,000	5.1%
Medical Examiner Facility	50,000	8.4%	50,000	4.3%
Landfill Gas Analyzer	11,000	1.8%	11,000	0.9%
Solid Waste Pre-Fabricated Buildings	18,750	3.2%	56,250	4.8%
<b>Total</b>	<b>\$594,750</b>	<b>100.0%</b>	<b>\$1,166,750</b>	<b>100.0%</b>

### Management of Capital Projects

Table 24.3 shows the managing departments of the FY14 capital budget and FY14-FY18 capital improvement program. A total of 62 projects will be funded in the FY14 Capital Improvement Program. Engineering Services will manage 40.8% or \$6,435,000 of the total FY14 budget. Budgeted reserves and carryforward projects are not reflected below.

**Table 24.3**  
**FY14 – FY18 Managing Departments**

Managing Department	FY14 Number of Projects	FY14	%	FY14 – FY18 Program	%
Emergency Medical Services	1	758,457	4.8%	4,192,457	5.4%
Engineering Services	10	6,435,000	40.8%	29,851,124	38.3%
Facilities Management	14	1,954,000	12.4%	7,656,903	9.8%
Fleet Management	3	1,366,900	8.7%	9,886,900	12.7%
Management Information Services	18	1,984,280	12.6%	9,351,400	12.0%
Parks & Recreation	6	1,171,000	7.4%	6,679,000	8.6%
Public Works - Operations	2	735,200	4.7%	2,876,000	3.7%
Solid Waste	7	585,750	.7%	6,603,250	8.5%
Supervisor of Elections	1	800,000	5.1%	800,000	1.0%
<b>TOTAL</b>	<b>62</b>	<b>\$15,790,587</b>	<b>100.0%</b>	<b>\$77,894,034</b>	<b>100.0%</b>

# Leon County Fiscal Year 2014 - 2018 Capital Improvement Program

## Capital Projects By Managing Departments

Project	Project #	Life to Date FY 2012	Adj Budget FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	FY14 - FY18 Total	Project Cost Total
<b>Fleet Management</b>										
Fleet Management Shop Equipment	026010	91,082	80,413	-	50,000	-	50,000	25,000	125,000	296,495
General Vehicle/Equipment Replacement	026003	2,910,199	322,490	350,500	498,000	450,000	410,000	420,000	2,128,500	5,361,189
Public Works Vehicle/Equipment Replacement	026005	7,983,368	983,779	586,000	1,093,000	970,000	904,000	840,000	4,393,000	13,360,147
Stormwater Vehicle/Equipment Replacement	026004	5,252,508	342,500	430,400	870,000	690,000	680,000	570,000	3,240,400	8,835,408
Fleet Management Subtotal		<b>16,237,157</b>	<b>1,729,182</b>	<b>1,366,900</b>	<b>2,511,000</b>	<b>2,110,000</b>	<b>2,044,000</b>	<b>1,855,000</b>	<b>9,886,900</b>	<b>27,853,239</b>
<b>Public Works - Operations</b>										
Arterial/Collector Roads Pavement Markings	026015	224,113	154,296	135,200	135,200	135,200	135,200	135,200	676,000	1,054,409
Open Graded Cold Mix Maintenance/Resurfacing	026006	10,178,219	1,351,989	600,000	600,000	100,000	400,000	100,000	1,800,000	13,330,208
Stormwater Maintenance Filter Replacement	066026	826,093	179,754	-	100,000	100,000	100,000	100,000	400,000	1,405,847
Public Works - Operations Subtotal		<b>11,228,425</b>	<b>1,686,039</b>	<b>735,200</b>	<b>835,200</b>	<b>335,200</b>	<b>635,200</b>	<b>335,200</b>	<b>2,876,000</b>	<b>15,790,464</b>
<b>Solid Waste</b>										
Landfill Gas Analyzer	036040	-	-	11,000	-	-	-	-	11,000	11,000
Landfill Improvements	036002	1,109,453	149,857	100,000	100,000	100,000	100,000	100,000	500,000	1,759,310
Remedial Action Plan	036032	92,829	307,171	-	-	-	-	-	-	400,000
Replacement	036033	-	72,000	-	25,000	201,500	50,000	39,500	316,000	388,000
Scales/Scalehouse	036013	-	-	81,000	-	-	-	-	81,000	81,000
Stormwater Heavy Equip /Vehicle Replacement	036003	2,975,588	88,127	85,000	975,000	540,000	640,000	350,000	2,590,000	5,653,715
Solid Waste Master Plan	036028	-	100,000	-	-	-	-	-	-	100,000
Solid Waste Pre-Fabricated Buildings	036041	-	-	18,750	18,750	18,750	-	-	56,250	56,250
Transfer Station Heavy Equip Replacement	036010	2,062,199	410,829	90,000	585,000	661,000	545,000	488,000	2,369,000	4,842,028
Transfer Station Improvements	036023	318,151	214,257	200,000	120,000	120,000	120,000	120,000	680,000	1,212,408
Solid Waste Subtotal		<b>6,558,220</b>	<b>1,342,241</b>	<b>585,750</b>	<b>1,823,750</b>	<b>1,641,250</b>	<b>1,455,000</b>	<b>1,097,500</b>	<b>6,603,250</b>	<b>14,503,711</b>
<b>Parks &amp; Recreation</b>										
Apalachee Parkway Regional Park	045001	1,772,088	819,693	-	300,000	100,000	100,000	100,000	600,000	3,191,781
Athletic Field Lighting	046008	565,134	22,866	150,000	-	-	-	-	150,000	738,000
Fort Braden Community Park	042005	-	75,000	-	-	-	-	-	-	75,000
Fred George Park	043007	4,208,858	1,189,873	-	50,000	50,000	50,000	-	150,000	5,548,731
Greenways Capital Maintenance	046009	740,124	135,087	166,000	202,000	238,000	257,000	257,000	1,120,000	1,995,211
Miccosukee Greenway	044003	381,482	533,166	-	300,000	-	-	-	300,000	1,214,648
Miccosukee Park	044002	535,811	709,929	-	-	-	-	-	-	1,245,740
New Vehicles and Equipment	046007	139,682	258,198	17,000	-	84,000	-	-	101,000	498,880
Northeast Community Park	044001	116,870	398,000	388,000	-	-	-	-	388,000	902,870
Okeehoopkee Prairie Park	043008	49,946	802,554	-	150,000	-	-	-	150,000	1,002,500
Parks Capital Maintenance	046001	1,277,427	513,926	400,000	450,000	850,000	910,000	300,000	2,910,000	4,701,353
Playground Equipment Replacement	046006	176,889	276,111	-	130,000	-	130,000	-	260,000	713,000
St. Marks Headwaters Greenway	047001	240,730	1,709,538	-	-	-	-	-	-	1,950,268
Woodville Community Park	041002	341,482	50,000	50,000	500,000	-	-	-	550,000	941,482
Parks and Recreation Subtotal		<b>10,546,523</b>	<b>7,493,941</b>	<b>1,171,000</b>	<b>2,082,000</b>	<b>1,322,000</b>	<b>1,447,000</b>	<b>657,000</b>	<b>6,679,000</b>	<b>24,719,464</b>
<b>Engineering Services</b>										
Arterial/Collector Resurfacing	056001	19,929,020	6,520,038	3,200,000	3,200,000	3,200,000	3,200,000	3,200,000	16,000,000	42,449,058
Bannerman Road	054003	2,201,866	1,005,759	-	-	-	-	-	-	3,207,625
Beech Ridge Trail	054010	15,856	833,513	-	-	-	-	-	-	849,369
Blue Print 2000 Water Quality Enhancements	067002	2,907,742	1,064,136	-	-	-	-	-	-	3,971,878
Bradfordville Pond 4 Outfall Stabilization	064005	99,130	964,399	-	-	-	-	-	-	1,063,529
CARDS Stormwater Program: Start-Up Costs	066001	2,189	17,708	-	-	50,000	-	50,000	100,000	119,897
CARDS Transportation Program: Start-up Costs	057900	237,358	5,000	-	-	-	-	-	-	242,358
Community Safety & Mobility	056005	5,464,700	1,427,093	750,000	317,035	-	353,235	-	1,420,270	8,312,063
Florida DOT Permitting Fee	056007	531,450	100,000	50,000	50,000	50,000	50,000	50,000	250,000	881,450
Gum Road Target Planning Area	062005	6,159	2,150,204	-	3,200,000	-	-	-	3,200,000	5,356,363
Intersection and Safety Improvements	057001	5,875,883	7,417,515	750,000	-	355,854	-	750,000	1,855,854	15,149,252
Killlearn Acres Flood Mitigation	064001	2,455,685	835,582	-	-	-	-	-	-	3,291,267
Killlearn Lakes Plantation Stormwater	064006	1,004,066	934,796	500,000	250,000	250,000	-	-	1,000,000	2,938,862
Lafayette Street Stormwater	065001	293,761	3,832,520	-	-	-	-	-	-	4,126,281
Lake Munson Restoration	062001	2,570,892	268,306	-	-	-	-	-	-	2,839,198
Lakeview Bridge	062002	163,663	763,701	-	-	-	-	-	-	927,364
Lexington Pond Retrofit	063005	578,875	4,903,782	-	-	-	-	-	-	5,482,657
Local Road Resurfacing	057005	3,951,540	268,454	850,000	-	850,000	-	-	1,700,000	5,919,994
Longwood Subdivision Retrofit	062004	1,507	223,680	-	-	-	-	-	-	225,187
Pedrick Pond Stormwater Irrigation System	045007	40,595	204,104	100,000	-	-	-	-	100,000	344,699
North Monroe Turn Lane	053003	1,855,287	2,743,926	-	-	-	-	-	-	4,599,213
Public Works Design and Engineering	056011	76,384	60,000	60,000	60,000	60,000	60,000	60,000	300,000	436,384
Pullen Road at Old Bainbridge Road	053002	263,974	1,217,676	-	-	-	-	-	-	1,481,650
Springhill Road Bridge	051007	1,484	299,128	-	-	-	-	-	-	300,612
Stormwater Structure Inventory and Mapping	066003	117,486	632,514	125,000	-	-	-	-	125,000	875,000
Talpeco Road & Highway 27 North	053005	121,454	281,580	-	-	-	-	-	-	403,034
Transportation and Stormwater Improvements	056010	4,952,788	5,730,597	-	500,000	500,000	500,000	500,000	2,000,000	12,683,385
TMDL Compliance Activities	066004	-	50,000	50,000	250,000	500,000	500,000	500,000	1,800,000	1,850,000
Engineering Subtotal		<b>55,720,794</b>	<b>44,755,711</b>	<b>6,435,000</b>	<b>7,827,035</b>	<b>5,815,854</b>	<b>4,663,235</b>	<b>5,110,000</b>	<b>29,851,124</b>	<b>130,327,629</b>

# Leon County Fiscal Year 2014 – 2018 Capital Improvement Program

## Capital Projects By Managing Departments

Project	Project #	Life to Date FY 2012	Adj Budget FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	FY14 - FY18 Total	Project Cost Total
<b>Management Information Services</b>										
Courtroom Technology	076023	908,375	100,000	100,000	100,000	75,000	50,000	50,000	375,000	1,383,375
Data Wiring	076003	434,859	25,000	25,000	25,000	25,000	25,000	25,000	125,000	584,859
Digital Phone System	076004	1,222,549	150,000	400,000	100,000	25,000	25,000	25,000	575,000	1,947,549
E-Filing System for Court Documents	076063	-	138,200	20,000	-	-	-	-	20,000	158,200
Emergency Medical Services Technology	076058	120,071	54,570	12,500	12,500	12,500	12,500	12,500	62,500	237,141
File Server Maintenance	076008	1,570,690	262,283	375,000	375,000	375,000	375,000	375,000	1,875,000	3,707,973
Financial Hardware and Software	076001	253,128	29,119	30,000	-	-	-	-	30,000	312,247
Geographic Information Systems	076009	4,894,927	293,029	188,280	238,280	238,280	238,280	238,280	1,141,400	6,329,356
GIS Incremental Basemap Update	076060	2,201,178	-	298,500	298,500	298,500	298,500	298,500	1,492,500	3,693,678
Library Services Technology	076011	107,846	42,000	20,000	80,000	30,000	30,000	30,000	190,000	339,846
Network Backbone Upgrade	076018	930,346	80,000	80,000	80,000	80,000	80,000	80,000	400,000	1,410,346
Permit & Enforcement Tracking System	076015	81,133	249,562	50,000	50,000	50,000	50,000	50,000	250,000	580,695
Property Appraiser Technology	076045	371,833	178,167	-	-	-	-	-	-	550,000
Public Defender Technology	076051	237,270	30,000	25,000	30,000	30,000	30,000	30,000	145,000	412,270
Records Management	076061	19,416	205,584	-	50,000	50,000	50,000	50,000	200,000	425,000
State Attorney Technology	076047	208,585	30,000	25,000	30,000	30,000	30,000	30,000	145,000	383,585
Supervisor of Elections Technology	076005	208,302	25,000	30,000	35,000	25,000	25,000	25,000	140,000	373,302
Technology in Chambers	076022	397,392	-	85,000	-	-	-	-	85,000	482,392
User Computer Upgrades	076024	2,824,901	448,123	200,000	300,000	300,000	300,000	300,000	1,400,000	4,673,024
Work Order Management	076042	482,141	23,722	20,000	20,000	20,000	20,000	20,000	100,000	605,863
Subtotal		<b>17,474,942</b>	<b>2,364,359</b>	<b>1,984,280</b>	<b>1,824,280</b>	<b>1,664,280</b>	<b>1,639,280</b>	<b>1,639,280</b>	<b>8,751,400</b>	<b>28,590,701</b>
<b>Facilities Management</b>										
Agriculture Center Renovations	086030	91,182	-	-	50,000	-	-	-	50,000	141,182
Air Conditioning Unit Replacement	086064	-	-	-	94,000	36,000	36,000	36,000	202,000	202,000
Architectural and Engineering Services	086011	261,256	86,196	40,000	80,000	80,000	80,000	60,000	340,000	687,452
BOA Building Acquisition/Renovations	086025	20,391,843	2,053,984	784,000	710,000	480,000	372,403	-	2,346,403	24,792,230
Business Incubator Center	086069	-	-	250,000	-	-	-	-	250,000	250,000
Centralized Storage Facility	086054	158,743	131,258	-	-	50,000	-	-	50,000	340,001
Common Area Furnishings	086017	306,913	25,000	20,000	30,000	30,000	30,000	30,000	140,000	471,913
Community Services Building Renovations	086062	24,957	60,000	200,000	200,000	-	-	-	400,000	484,957
Courthouse Renovations	086027	8,607,991	12,530	30,000	408,000	456,000	-	-	894,000	9,514,521
Courthouse Repairs	086024	6,550,880	1,136,225	100,000	225,000	200,000	200,000	145,000	870,000	8,557,105
Courthouse Security	086016	355,080	20,000	-	20,000	20,000	20,000	20,000	80,000	455,080
Courtroom Minor Renovations	086007	306,202	178,854	-	60,000	60,000	60,000	60,000	240,000	725,056
Elevator Generator Upgrades	086037	1,210,951	632,250	-	150,000	150,000	150,000	150,000	600,000	2,443,201
Fairgrounds Sense of Place Initiative	086070	-	-	50,000	-	-	-	-	50,000	50,000
Fort Braden Community Center Roof	082003	79,607	28,000	-	25,000	-	-	-	25,000	132,607
General County Maintenance & Renovations	086057	45,041	85,000	-	25,000	25,000	25,000	25,000	100,000	230,041
Lake Jackson Town Center	083002	29,967	429,033	100,000	195,000	230,000	-	25,000	550,000	1,009,000
Lake Jackson Town Center Sense of Place Initiative	086068	-	-	100,000	50,000	50,000	50,000	50,000	300,000	300,000
Jail Complex Maintenance	086031	32,720	3,570,996	-	-	-	-	-	-	3,603,716
Main Library Improvements	086053	346,838	166,278	-	40,000	300,000	-	-	340,000	853,116
Medical Examiner Facility	086067	-	-	50,000	-	-	-	-	50,000	50,000
Miccosukee Community Center	044005	673,733	-	-	-	15,000	-	-	15,000	688,733
MIS Data Center and Elevator Room Halon System	076064	-	70,000	-	-	-	-	-	-	70,000
Parking Lot Maintenance	086033	26,950	261,218	25,000	16,000	16,000	16,000	16,000	89,000	377,168
Pre-Fabricated Buildings	086066	-	-	-	-	-	18,750	18,750	37,500	37,500
Public Safety Complex	096016	6,484,928	10,453,095	-	-	-	-	-	-	16,938,023
Sheriff Heliport Building	086042	580,013	-	175,000	-	-	-	-	175,000	755,013
Welcome Center Roof Replacement	086065	-	-	30,000	30,000	-	-	-	60,000	60,000
Facilities Management Subtotal		<b>46,565,795</b>	<b>19,399,917</b>	<b>1,954,000</b>	<b>2,408,000</b>	<b>2,198,000</b>	<b>1,058,153</b>	<b>635,750</b>	<b>8,253,903</b>	<b>74,219,615</b>
<b>Miscellaneous</b>										
<b>Administration</b>										
Capital Grant Match Program	096019	-	155,600	-	-	-	-	-	-	155,600
Energy & Resource Conservation Improvements	086041	421,857	238,792	-	-	-	-	-	-	660,649
<b>Emergency Medical Services</b>										
EMS Vehicle & Equipment Replacement	026014	3,776,371	860,500	758,457	821,000	846,000	870,000	897,000	4,192,457	8,829,328
Supervisor of Elections										
Election Equipment	096015	1,531,840	1,446,161	800,000	-	-	-	-	800,000	3,778,001
Miscellaneous Subtotal		<b>5,730,068</b>	<b>2,701,053</b>	<b>1,558,457</b>	<b>821,000</b>	<b>846,000</b>	<b>870,000</b>	<b>897,000</b>	<b>4,992,457</b>	<b>13,423,578</b>
<b>Total Capital Improvement Program</b>		<b>170,061,924</b>	<b>81,472,443</b>	<b>15,790,587</b>	<b>20,132,265</b>	<b>15,932,584</b>	<b>13,811,868</b>	<b>12,226,730</b>	<b>77,894,034</b>	<b>329,428,401</b>

The Capital Improvement projects highlighted are fully funded in FY13. It is anticipated that these projects will be carryforward into the next fiscal year. These projects are listed under FY13 Anticipated Carryforward Projects. These projects are not included in the Management of Capital Projects (Table 24.3).

Leon County Fiscal Year 2014 – 2018 Capital Improvement Program

Anticipated FY13 Carryforward Projects

Table 24.4 is a schedule of the anticipated FY 2013 carryforward projects. All projects are currently fully funded. It is anticipated that the funding for these projects will be carryforward from Fiscal Year 2013 into Fiscal Year 2014 in order to complete the project.

**Table 24.4**  
**FY 2013 Anticipated Carryforward Projects**

Project Title	Life to Date 2012	FY13 Adjusted Budget	FY13 YTD Activity
<b>Culture &amp; Recreation</b>			
Fort Braden Community Park	-	75,000	1,562
Miccosukee Park	535,811	709,929	20,088
St. Marks Headwater Greenways	240,730	1,709,538	-
<i>Subtotal</i>	<i>776,541</i>	<i>2,494,467</i>	<i>21,650</i>
<b>General Government</b>			
Capital Grant Match Program	-	155,600	-
Energy and Resource Conservation Improvements	421,857	238,792	86,856
Property Appraiser Technology	371,833	178,167	125,260
MIS Data Center and Elevator Room Halon System	-	70,000	-
<i>Subtotal</i>	<i>793,690</i>	<i>642,559</i>	<i>212,116</i>
<b>Health &amp; Safety</b>			
Jail Complex Maintenance	32,720	3,570,996	111,495
Public Safety Complex	6,484,928	10,453,095	8,246,378
<i>Subtotal</i>	<i>6,517,648</i>	<i>14,024,091</i>	<i>8,357,873</i>
<b>Physical Environment</b>			
Blue Print 2000 Water Quality Enhancements	2,907,742	1,064,136	223,188
Lafayette Street Stormwater	293,761	3,832,520	122,899
Lake Munson Restoration	2,570,892	268,306	-
Lakeview Bridge	163,663	763,701	2,599
Lexington Pond Retrofit	578,875	4,903,782	75,828
Longwood Subdivision Retrofit	1,507	223,680	-
Killearn Acres Flood Mitigation	1,004,066	734,796	80,445
Remedial Action Plan	92,829	307,171	-
Solid Waste Master Plan	-	100,000	-
<i>Subtotal</i>	<i>7,613,335</i>	<i>12,198,092</i>	<i>504,959</i>
<b>Transportation</b>			
Bannerman Road	2,201,866	1,005,759	211,101
Beech Ridge Trail	15,856	833,513	525
North Monroe Turn Lane	1,855,287	2,743,926	33,641
Pullen Road at Old Bainbridge Road	263,974	1,217,676	2,475
Talpeco Road & Highway 27 North	121,454	281,580	11,620
<i>Subtotal</i>	<i>4,458,437</i>	<i>6,082,454</i>	<i>259,362</i>
<b>Grand Total</b>	<b>20,159,651</b>	<b>35,441,663</b>	<b>9,355,960</b>

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 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 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 in order to improve efficiency and avoid total replacement. An increase in efficiency often results in a reallocation of staff time and a decrease in costs such as maintenance, utilities and repairs.

### Parks/Greenways & Trails

The development of a new park or greenway and 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 do not usually have any additional costs. The upgrades can result in a decrease in maintenance costs and a 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 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 do not usually impact the operating budget.

## Operating Budget Impacts

Table 24.5 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 departments. These impact estimates are subject to change.

**Table 24.5 – Operating Budget Impacts by Project**

Project	#	FY 2014 Estimated	FY 2015 Estimated	FY 2016 Estimated	FY 2017 Estimated	FY 2018 Estimated
Athletic Field Lighting	046008	10,000	10,000	10,000	10,000	10,000
Community Safety & Mobility	056005	7,000	7,000	7,000	7,000	7,000
Digital Phone System: MIS	076004	48,500	57,500	57,500	57,500	57,500
Digital Phone System: Sheriff's Office	076004	(80,000)	(110,000)	(110,000)	(110,000)	(110,000)
E-Filing System for Court Documents	076008	27,000	27,000	27,000	27,000	27,000
Financial Hardware and Software	076001	3,000	3,000	3,000	3,000	3,000
Fred George Park	043007	9,803	19,580	19,580	19,580	19,580
Killearn Lakes Plantation Stormwater Improvements	064006	10,000	10,000	10,000	10,000	10,000
Miccosukee Greenway	044003	-	1,000	1,000	1,000	1,000
Miccosukee Park	044002	11,160	11,160	11,160	11,160	11,160
Public Safety Complex: Facilities Management	096016	643,622	643,622	643,622	643,622	643,622
Public Safety Complex: MIS	096016	87,081	87,081	87,081	87,081	87,081
Public Safety Complex: Sheriff	096016	42,984	42,984	42,984	42,984	42,984
St. Marks Headwaters Greenway	047001	-	40,700	40,700	40,700	40,700
TMDL Compliance Activities	066004	-	-	35,000	60,000	60,000
Woodville Community Park	041002	-	-	6,000	6,000	6,000
Work Order Management	076042	10,800	21,600	32,400	43,200	54,000
<b>Total Estimated Operating Budget Impacts</b>		<b>\$830,950</b>	<b>\$872,227</b>	<b>\$924,027</b>	<b>\$959,827</b>	<b>\$970,627</b>

Table 24.6 outlines the estimated operating budget impacts by Department. 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, departments 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 24.6 – Operating Budget Impacts by Department**

Department	FY 2014 Estimated	FY 2015 Estimated	FY 2016 Estimated	FY 2017 Estimated	FY 2018 Estimated
Engineering Services	17,000	17,000	52,000	77,000	77,000
Facilities Management	643,622	643,622	643,622	643,622	643,622
Management Information Services	176,381	196,181	206,981	217,781	228,581
Parks & Recreation	30,963	82,440	88,440	88,440	88,440
Sheriff	-37,016	-67,016	-67,016	-67,016	-67,016
<b>Total Estimated Operating Budget Impacts</b>	<b>\$830,950</b>	<b>\$872,227</b>	<b>\$924,027</b>	<b>\$959,827</b>	<b>\$970,627</b>



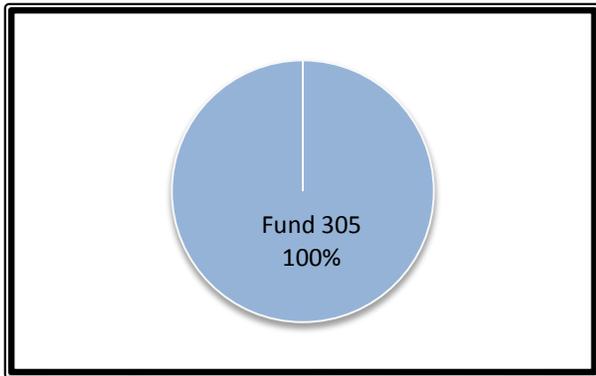
Overview

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 FY14 include: Greenways and Parks Capital Maintenance, and the Northeast Community park property acquisition.

Funding Sources

Figure 24.4 shows that 100% (\$1.19 million) of culture and recreation projects are funded in FY14 by general revenue or the Capital Improvements Fund (Fund 305).

**Figure 24.4**  
**FY14 Culture & Recreation Projects**  
**By Funding Source**



Managing Departments

Table 24.7 shows that Parks & Recreation will manage 78% of the FY14 culture and recreation capital improvement projects. Facilities Management will manage three projects and Management Information Systems will manage one, accounting for 22% of the Culture and Recreation capital improvement projects.

**Table 24.7**  
**FY14 Culture & Recreation Projects**  
**By Managing Department**

Managing Department	# of Projects	FY14 Budget
Management Information Services	1	\$20,000
Parks and Recreation	14	\$1,171,000
<b>Total</b>	<b>15</b>	<b>\$1,191,000</b>

Operating Budget Impacts

Table 24.8 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.

**Table 24.8**  
**Culture & Recreation Operating Budget Impacts**

Project	Project #	FY14 Estimate	FY15 Estimate	FY16 Estimate	FY17 Estimate	FY18 Estimate
Athletic Field Lighting	046008	10,000	10,000	10,000	10,000	10,000
Fred George Park	043007	9,803	19,580	19,580	19,580	19,580
Miccosukee Greenway	044003	-	1,000	1,000	1,000	1,000
Miccosukee Park	044002	11,160	11,160	11,160	11,160	11,160
St. Marks Headwaters Greenway	047001	-	40,700	40,700	40,700	40,700
Woodville Community Park	041002	-	-	6,000	6,000	6,000
<b>Total</b>		<b>\$30,963</b>	<b>\$82,440</b>	<b>\$88,440</b>	<b>\$88,440</b>	<b>\$88,440</b>

Leon County Fiscal Year 2014 – 2018 Capital Improvement Program

Culture and Recreation Index

Page	Project	#	Life to Date FY 2012	Adj Bud FY 2013	FY 2014 Budget	FY14 - FY18 Total	Project Total
24-18	Apalachee Parkway Regional Park	045001	1,772,088	819,693	-	600,000	3,191,781
24-19	Athletic Field Lighting	046008	565,134	22,866	150,000	150,000	738,000
24-20	Fort Braden Community Center Renovations	082003	79,607	28,000	-	25,000	132,607
24-21	Fort Braden Community Park	042005	-	75,000	-	-	75,000
24-22	Fred George Park	043007	4,208,858	1,189,873	-	150,000	5,548,731
24-23	Greenways Capital Maintenance	046009	740,124	135,087	166,000	1,120,000	1,995,211
24-24	Library Services Technology	076011	107,846	42,000	20,000	190,000	339,846
24-25	Main Library Improvements	086053	346,838	166,278	-	340,000	853,116
24-26	Miccosukee Community Center	044005	673,733	-	-	15,000	688,733
24-27	Miccosukee Greenway	044003	381,482	533,166	-	300,000	1,214,648
24-28	Miccosukee Park	044002	535,811	709,929	-	-	1,245,740
24-29	New Vehicles and Equipment	046007	139,682	258,198	17,000	101,000	498,880
24-30	Northeast Community Park	044001	116,870	398,000	388,000	388,000	902,870
24-31	Okeeheepkee Prairie Park	043008	49,946	802,554	-	150,000	1,002,500
24-32	Parks Capital Maintenance	046001	1,277,427	513,926	400,000	2,910,000	4,701,353
24-33	Playground Equipment Replacement	046006	176,889	276,111	-	260,000	713,000
24-34	Pre-Fabricated Buildings	086066	-	-	-	37,500	37,500
24-35	St. Marks Headwaters Greenway	047001	240,730	1,709,538	-	-	1,950,628
24-36	Woodville Community Park	041002	341,482	50,000	50,000	550,000	941,482
Culture and Recreation Total:			<b>\$11,754,547</b>	<b>\$7,730,219</b>	<b>\$1,191,000</b>	<b>\$7,286,500</b>	<b>\$26,771,626</b>

The Capital Improvement projects highlighted are fully funded in FY13. It is anticipated that these projects will be carryforward into the next fiscal year.

Apalachee Parkway Regional Park

Dept/Div: **Parks & Recreation**      Comp Plan CIE Project: **N/A**  
 Project #: **045001**      Capital Improvement: **N/A**  
 Service Type: **Culture & Recreation**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the design and construction of an entrance road and parking loop more conducive to the high utilization of the park. Currently traffic flow patterns are congested and ineffective. In addition, this project includes the construction of a stormwater management facility. This facility has been designed in-house and is ready to permit.

In FY 2013, \$250,000 was allocated to widen and improve the cross country track at Apalachee Regional Park. The project costs were split 50/50 between General Revenue (\$125,000) and the Tourist Development tax (\$125,000). It is estimated that with this expansion ten additional events could be hosted at the park, which equates to over 18,000 visitors to the area and a potential economic impact of approximately \$10.7 million. Funding for FY 2015 is contemplated for design and construction of the restroom facility with water and sewer connections. In addition, FY 2015 - FY 2018 funding will be utilized as the Solid Waste Master Plan is completed and implemented.

**Financial Summary**

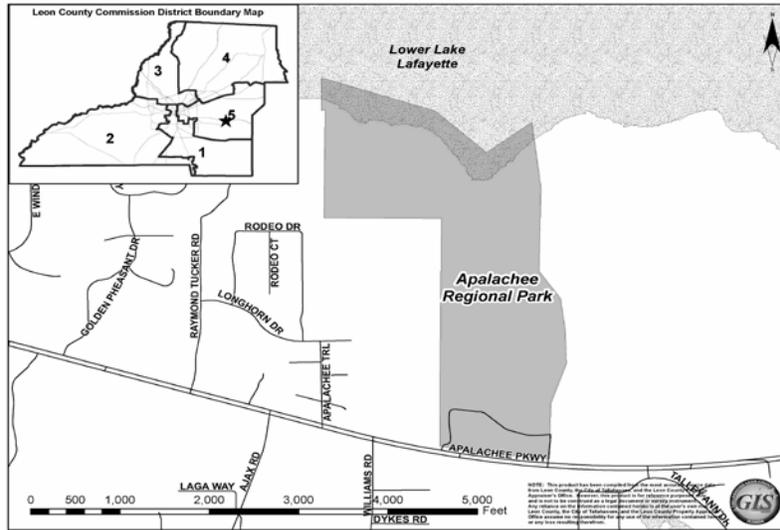
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	438,849	819,693	192,723	0	300,000	100,000	100,000	100,000	600,000	1,858,542
309 Sales Tax - Extension	839,751	0	0	0	0	0	0	0	0	839,751
401 Solid Waste	493,488	0	0	0	0	0	0	0	0	493,488
	<u>1,772,088</u>	<u>819,693</u>	<u>192,723</u>	<u>0</u>	<u>300,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>600,000</u>	<u>3,191,781</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**

This project will have minor impacts on the Parks and Recreation and Operations operating budget.



Athletic Field Lighting

Dept/Div: **Parks & Recreation**      Comp Plan CIE Project: **N/A**  
 Project #: **046008**      Capital Improvement: **N/A**  
 Service Type: **Culture & Recreation**      Level of Service Standard: **N/A**  
 Status: **Existing Project - Carryforward**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for security lighting and lighting the final two fields at Apalachee Regional Park. The lighting of the fields allows additional time to complete an evening game or practice during the weekdays.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	565,134	22,866	0	150,000	0	0	0	0	150,000	738,000
	565,134	22,866	0	150,000	0	0	0	0	150,000	738,000

**Policy/Comprehensive Plan Information**

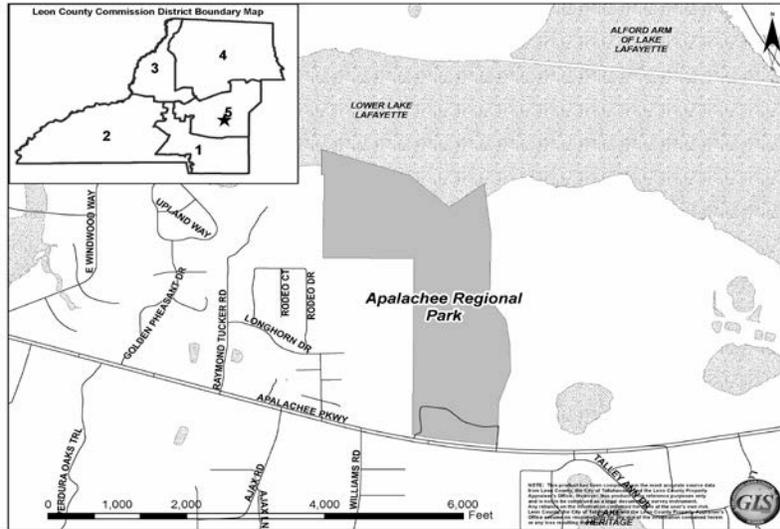
Parks & Recreation Master Plan (1997)  
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3

**Operating Budget Impact**

Funding Source	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned
140 Municipal Service	0	10,000	10,000	10,000	10,000
	<b>0</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

This project will have annual impacts on the Parks & Recreation operating budget once the lights are installed at the Apalachee Regional Park. The following operating impacts are anticipated to begin in FY 2015:

\$10,000 for costs such as utilities, repairs/maintenance, etc.



Fort Braden Community Center Renovations

Dept/Div: **Facilities Management**  
 Project #: **082003**  
 Service Type: **Culture & Recreation**  
 Status: **Existing Revised Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the replacement of the roof at the Fort Braden Community Center. The existing roof is showing signs of material failure. The current three tab shingle has multiple roll tabs, which represents that the roof has reached the end of its life expectancy. Additionally, leaks are exposed in several locations throughout the building. FY 2015 budget is for repainting the Center, which is an extensive process requiring "torching" off the old paint to begin with the original surface.

**Financial Summary**

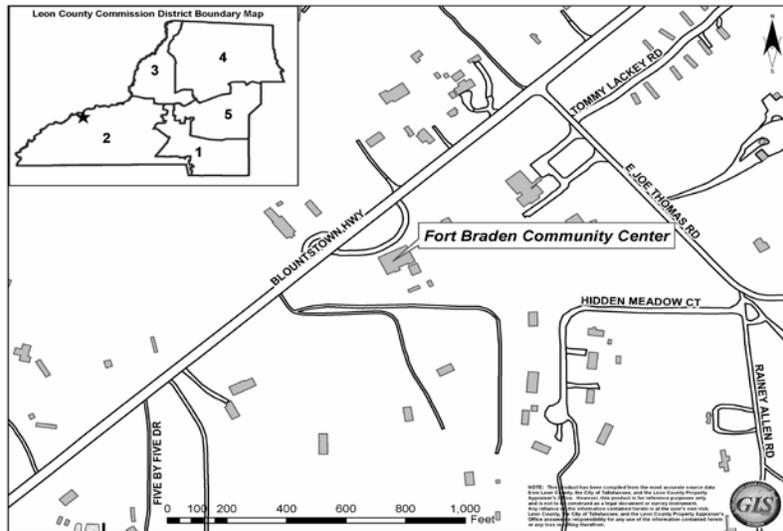
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	28,000	23,975	0	25,000	0	0	0	25,000	53,000
318 Bond Series 1999 Construction	49,607	0	0	0	0	0	0	0	0	49,607
325 Bond Series 1998A Construction	30,000	0	0	0	0	0	0	0	0	30,000
	<b>79,607</b>	<b>28,000</b>	<b>23,975</b>	<b>0</b>	<b>25,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>132,607</b>

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A







Greenways Capital Maintenance

Dept/Div: **Parks & Recreation**      Comp Plan CIE Project: **N/A**  
 Project #: **046009**      Capital Improvement: **N/A**  
 Service Type: **Culture & Recreation**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the maintenance (mowing, tree trimming, fence repair, etc.) of the greenways and green spaces within the County's Parks and Recreation system. This project will address maintenance issues that arise within the J.R. Alford, Miccosukee, Fred George and St. Marks greenways, as well as control plant invasive species. The budget plans maintenance funding for the greenway acreage to be brought online as follows:

FY 2014 - 175 acres  
 FY 2015 - 300 acres  
 FY 2016 - 300 acres  
 FY 2017 - 155 acres

**Financial Summary**

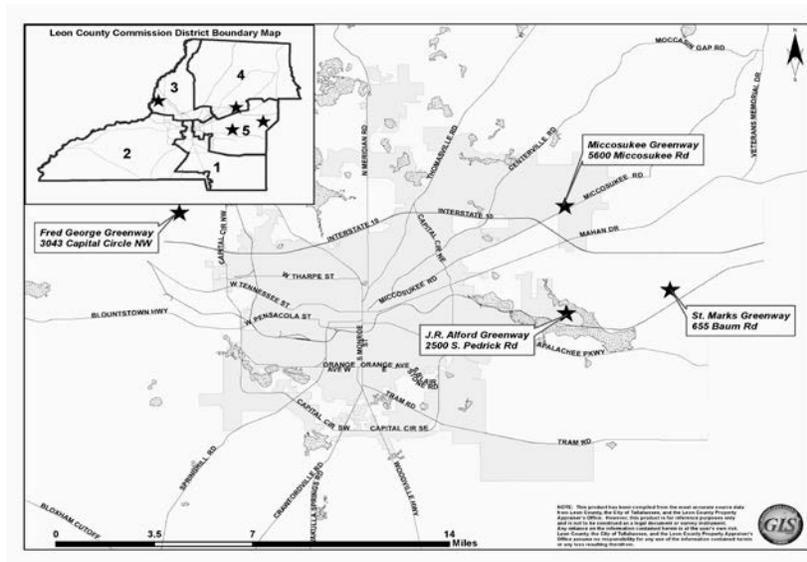
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
125 Grants	100,295	0	0	0	0	0	0	0	0	100,295
127 Grants - Interest Bearing	1,830	0	0	0	0	0	0	0	0	1,830
305 Capital Improvements	637,999	135,087	91,883	166,000	202,000	238,000	257,000	257,000	1,120,000	1,893,086
	<b>740,124</b>	<b>135,087</b>	<b>91,883</b>	<b>166,000</b>	<b>202,000</b>	<b>238,000</b>	<b>257,000</b>	<b>257,000</b>	<b>1,120,000</b>	<b>1,995,211</b>

**Policy/Comprehensive Plan Information**

Lease Agreement between Leon County and the Office of Greenway and Trails  
 J.R. Alford Greenway Management Plan  
 Miccosukee Canopy Road Greenway Management Plan  
 Florida Community Trust Management Plan #01-152-FF1  
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3 and 1.1.4

**Operating Budget Impact**

N/A



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**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for technology improvements for Library Services. Funding of \$45,000 is for an update of the Vocera remote telephone devices. Each library employee has a Vocera device, which is integrated with the County's Avaya phone system. Library staff can be located anywhere in the building and receive calls going to their desks. This allows staff to be on the floor assisting patrons, working in the book stacks, and working away from their desks. A carry forward of \$25,000 from the FY 2013 budget is planned, and the FY 2014 budget includes \$20,000 required to upgrade the server infrastructure in order to support the new version of the Vocera software. FY 2015 budget includes \$80,000 to upgrade all public personal computers from Windows XP to Windows 7 or 8. FY 2016 - 2018 budgets plans funding for future technology improvements.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	107,846	42,000	4,703	20,000	80,000	30,000	30,000	30,000	190,000	339,846
	107,846	42,000	4,703	20,000	80,000	30,000	30,000	30,000	190,000	339,846

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

Main Library Improvements

Dept/Div: **Facilities Management**  
 Project #: **086053**  
 Service Type: **Culture & Recreation**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the renovations of the restrooms at the main library. The main library services thousands of patrons each year and the restrooms are in need of renovation to update the fixtures, wall coverings, and floor. Renovations include six restrooms on the first floor and the two restrooms on the second floor. This renovation will be a four year process. FY 2013 funding is for improvements including exterior caulking and sealing, refurbishment of the front concrete area and stairs, and the replacement of the front entrance doors.

FY 2016 budget is for the replacement of an antiquated fire alarm panel.

**Financial Summary**

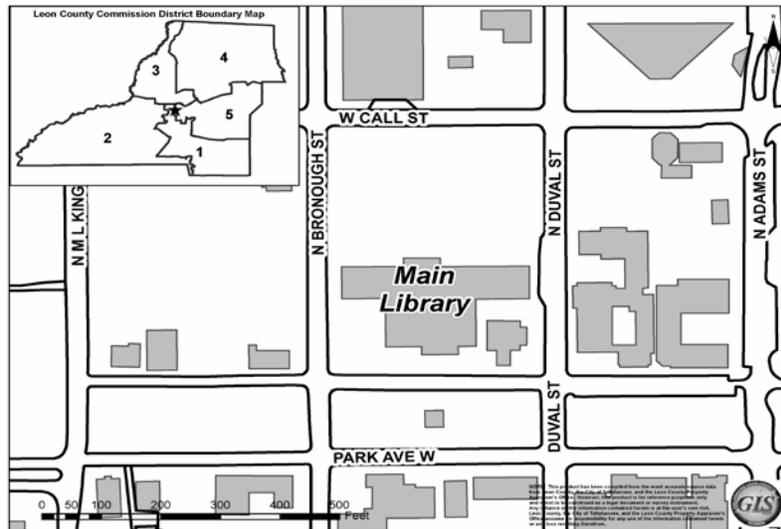
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	346,838	166,278	10,953	0	40,000	300,000	0	0	340,000	853,116
	346,838	166,278	10,953	0	40,000	300,000	0	0	340,000	853,116

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



Miccosukee Community Center

Dept/Div: **Facilities Management**  
 Project #: **044005**  
 Service Type: **Culture & Recreation**  
 Status: **Existing Revised Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement:  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the replacement of the Miccosukee Community Center roof. The existing roof has a life span of 10-15 years and is showing signs of material failure. Replacing the roof will mitigate any potential deterioration of the building infrastructure due to leaks.

**Financial Summary**

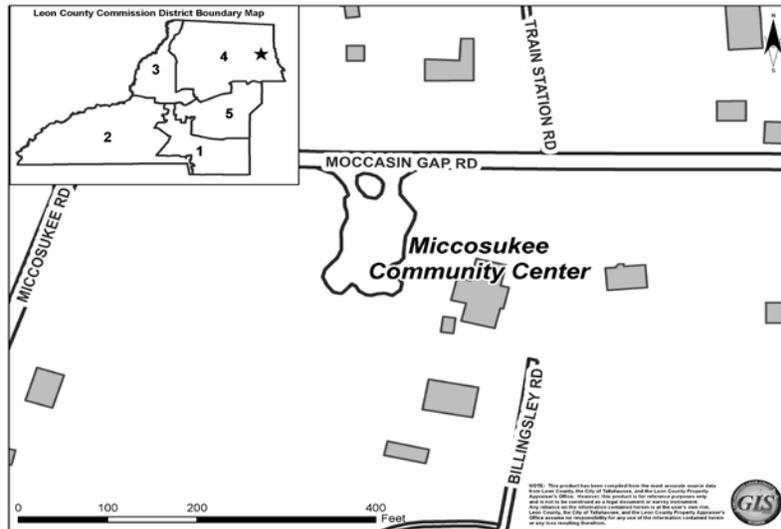
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	210,031	0	0	0	0	15,000	0	0	15,000	225,031
309 Sales Tax - Extension	353,702	0	0	0	0	0	0	0	0	353,702
318 Bond Series 1999 Construction	110,000	0	0	0	0	0	0	0	0	110,000
	<b>673,733</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>688,733</b>

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



Miccosukee Greenway

Dept/Div: **Parks & Recreation**      Comp Plan CIE Project: **N/A**  
 Project #: **044003**      Capital Improvement: **N/A**  
 Service Type: **Culture & Recreation**      Level of Service Standard: **N/A**  
 Status: **Existing Project - Carryforward**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for improvements at the Miccosukee Greenway. In accordance with the revised Land Management Plan, FY13 funding allocation will be used for improving Fleischmann Road and Crump Road Trailheads. The Crump improvement will require the installation of a well.

The FY15 request is for matching funds for a Federal Grant for improvements to the existing trail system from the Edenfield Trailhead to the Fleischmann Road Trailhead. This is the third and final phase of trail improvement grants for this area. Improvements will provide safe all weather surfaces that physically impaired citizens may use to walk on the Greenways. These funds are the 50% match for the Grant funds.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
125 Grants	146,338	498,166	69,180	0	0	0	0	0	0	644,504
305 Capital Improvements	2,495	35,000	6,325	0	300,000	0	0	0	300,000	337,495
309 Sales Tax - Extension	37,864	0	0	0	0	0	0	0	0	37,864
325 Bond Series 1998A Construction	194,785	0	0	0	0	0	0	0	0	194,785
	<b>381,482</b>	<b>533,166</b>	<b>75,505</b>	<b>0</b>	<b>300,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>300,000</b>	<b>1,214,648</b>

**Policy/Comprehensive Plan Information**

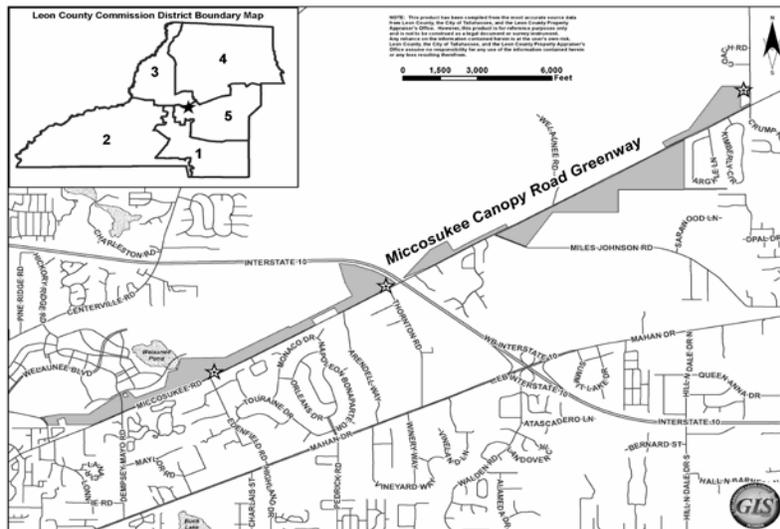
Management Plan for Miccosukee Canopy Road Greenway (2001)  
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3  
 Parks & Recreation Master Plan (1997)

**Operating Budget Impact**

Funding Source	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned
140 Municipal Service	0	1,000	1,000	1,000	1,000
	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>

This project will have annual impacts on the Parks & Recreation operating budget. The following are the estimated impacts anticipated to begin in FY15:

Road Materials \$1,000



Micosukee Park

Dept/Div: **Parks & Recreation**  
 Project #: **044002**  
 Service Type: **Culture & Recreation**  
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for improvements to recreational needs and space requirements of the Micosukee Community Park. These improvements would be for the construction of new athletic fields, including a softball field and a T-ball field and the installation of a new well designed to support the existing and proposed turf needs and the new community garden.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	150,739	709,929	20,088	0	0	0	0	0	0	860,668
318 Bond Series 1999 Construction	181,216	0	0	0	0	0	0	0	0	181,216
325 Bond Series 1998A Construction	203,855	0	0	0	0	0	0	0	0	203,855
	<b>535,811</b>	<b>709,929</b>	<b>20,088</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,245,740</b>

**Policy/Comprehensive Plan Information**

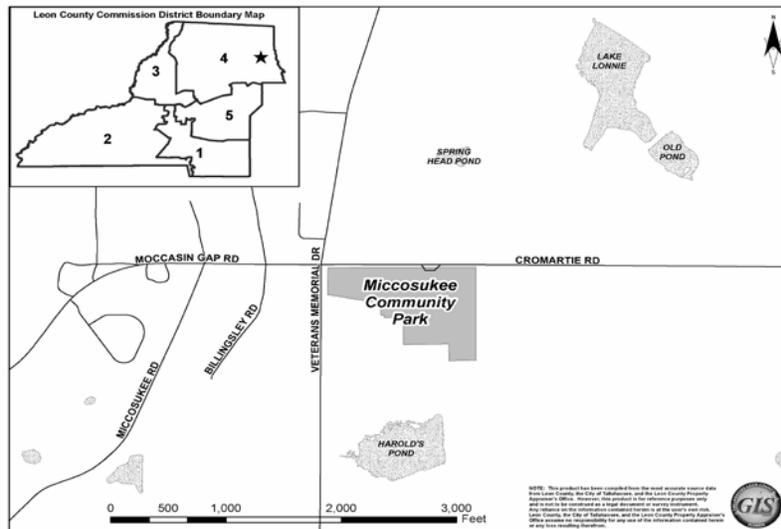
Parks & Recreation Master Plan (1997)  
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3 and 1.1.5

**Operating Budget Impact**

Funding Source	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned
140 Municipal Service	11,160	11,160	11,160	11,160	11,160
	<b>11,160</b>	<b>11,160</b>	<b>11,160</b>	<b>11,160</b>	<b>11,160</b>

This project will have an annual impact on the Parks and Recreation operating budget. The following are the estimated impacts anticipated to begin in FY14:

- Ball field materials (clay, sand, etc.) \$3,350
- Ball field maintenance \$5,810
- Ball field irrigation, pest control/turf management \$2,000





Northeast Community Park

Dept/Div: **Parks & Recreation**      Comp Plan CIE Project: **N/A**  
 Project #: **044001**      Capital Improvement: **N/A**  
 Service Type: **Culture & Recreation**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the acquisition of property for the development of a community park in the northeast area of the County. Currently, there is not a county owned park in this section of the County. The total cost of the property is \$750,000 plus 4% interest. A \$100,000 down payment was made in FY 2012 and a \$338,000 payment was made in FY 2013. The remaining balance is included in the FY 2014 budget.

**Financial Summary**

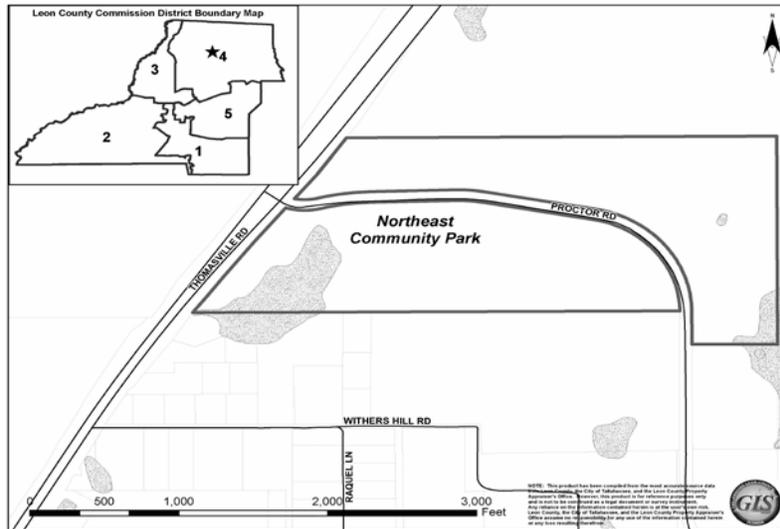
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	100,000	398,000	338,000	388,000	0	0	0	0	388,000	886,000
325 Bond Series 1998A Construction	16,870	0	0	0	0	0	0	0	0	16,870
	<b>116,870</b>	<b>398,000</b>	<b>338,000</b>	<b>388,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>388,000</b>	<b>902,870</b>

**Policy/Comprehensive Plan Information**

Parks & Recreation Master Plan (1997)  
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3, 1.1.5 and 1.2.1

**Operating Budget Impact**

N/A



Okeeheepkee Prairie Park

Dept/Div: **Parks & Recreation**      Comp Plan CIE Project: **N/A**  
 Project #: **043008**      Capital Improvement: **N/A**  
 Service Type: **Culture & Recreation**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the construction of recreational facilities in the Okeeheepkee Prairie Park. The Florida Water Management District has completed a large storm water pond at this location that offers the opportunity for a recreational/educational trail in accordance with a grant agreement with the Florida Communities Trust program.

This project will be completed in three phases. The first phase is funding for the design and permitting fees. The second phase is for the parking lot, boardwalk, and the trail around the pond. The final phase will include a picnic shelter, signage, and walking trail.

**Financial Summary**

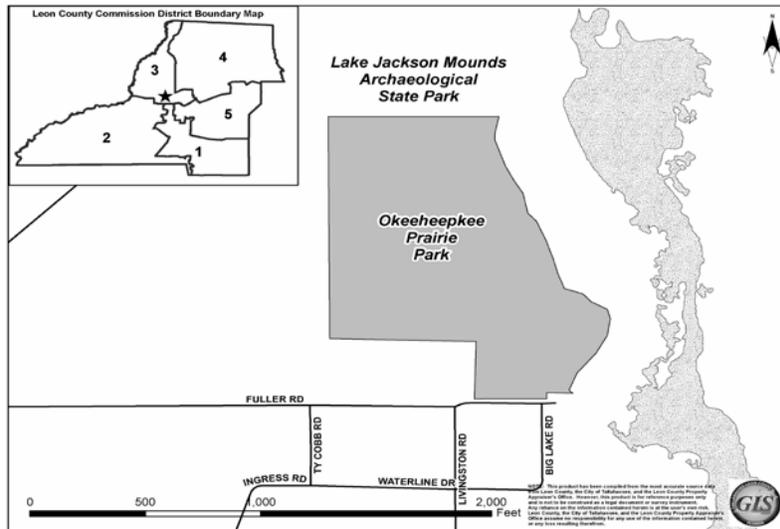
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	315,000	0	0	150,000	0	0	0	150,000	465,000
318 Bond Series 1999 Construction	49,946	487,554	40,636	0	0	0	0	0	0	537,500
	49,946	802,554	40,636	0	150,000	0	0	0	150,000	1,002,500

**Policy/Comprehensive Plan Information**

Florida Community Trust Management Plan  
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3 and 1.1.4 and Objective 1.2

**Operating Budget Impact**

This project is anticipated to have operating impacts once the park is brought online.







Pre-Fabricated Buildings

Dept/Div: **Facilities Management**  
 Project #: **086066**  
 Service Type: **Culture & Recreation**  
 Status: **New Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project will provide the replacement of 2 pre-fabricated buildings located at the Kate Ireland Park, and Sunset Landing. The existing 10x14 units were manufactured by a mobile home company and are in need of constant repair. This project replaces the units with better quality, more energy efficient units.

**Financial Summary**

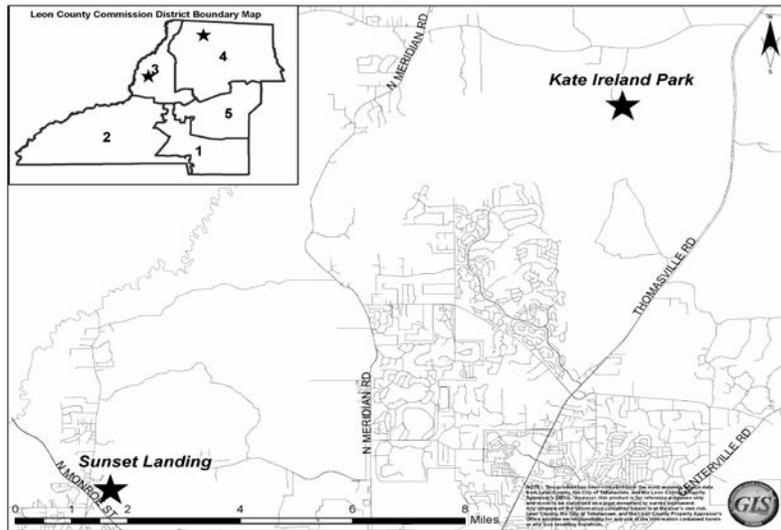
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	0	0	0	18,750	18,750	37,500	37,500
	0	0	0	0	0	0	18,750	18,750	37,500	37,500

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



St. Marks Headwaters Greenways

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**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the construction of a parking lot, trail systems (including those conducive to equestrian use), boardwalks, viewing areas, and shelters to comply with the State Management Plan for these areas and a potential multi-purpose area in the northwest quadrant of the field.

In FY 2012, \$1,510,954 in funding was provided from Blueprint 2000's 80% share of the Sales Tax extension to complete this project.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
125 Grants	0	1,510,594	0	0	0	0	0	0	0	1,510,594
305 Capital Improvements	190,730	198,944	0	0	0	0	0	0	0	389,674
309 Sales Tax - Extension	50,000	0	0	0	0	0	0	0	0	50,000
	<b>240,730</b>	<b>1,709,538</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,950,268</b>

**Policy/Comprehensive Plan Information**

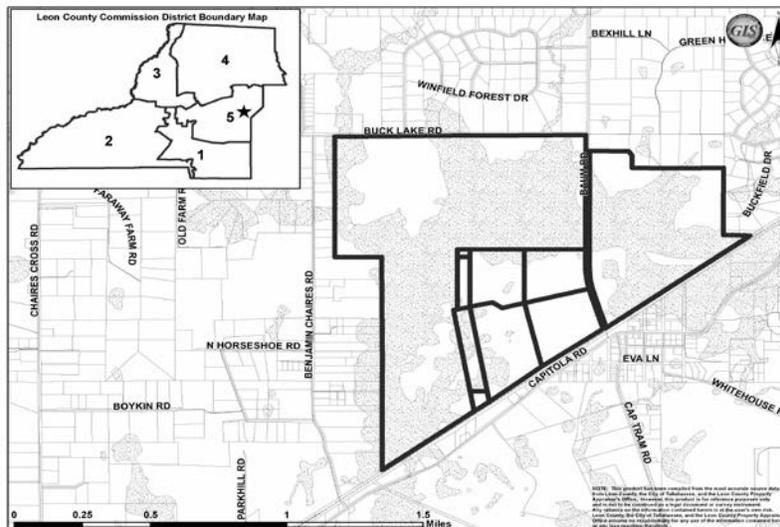
St. Marks Headwaters Greenway Management Plan approved by the Florida Community Trust. Parks and Recreation Element of the Comp Plan Policy 1.1.3, 1.1.4.

**Operating Budget Impact**

Funding Source	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned
140 Municipal Service	0	40,700	40,700	40,700	40,700
	<b>0</b>	<b>40,700</b>	<b>40,700</b>	<b>40,700</b>	<b>40,700</b>

When the facility comes on-line, it will have an annual impact on the Parks and Recreation operating budget. The following are the estimated impacts:

- FY 2015 - FY 2018
- \$25,700 Supplies: Operating and Road Materials
- \$15,000 Other Contractual Services: invasive plant control and port-a-let



Woodville Community Park

Dept/Div: **Parks & Recreation**      Comp Plan CIE Project: **N/A**  
 Project #: **041002**      Capital Improvement: **N/A**  
 Service Type: **Culture & Recreation**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the replacement of the restroom and concession stands at J. Lewis Hall, Sr., Woodville Park and Recreation Complex. The existing restroom/concession was built in 1997 and since then three additional fields have been added. The additional fields have placed an increased demand on restrooms and concession beyond what was originally programmed for this facility. Currently, Port-a-Lets are being rented in order to meet restroom demands.

To meet the needs and use requirements for this area, at least 1,800 square feet would be needed, approximately the size of the Apalachee Regional Park building. To reduce the operational costs, the new building will be built as energy efficient as possible. Items include a rain cistern system for the irrigation of plants around the building, and solar panels to reduce utility costs.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
125 Grants	112,500	0	0	0	0	0	0	0	0	112,500
305 Capital Improvements	36,341	50,000	0	50,000	500,000	0	0	0	550,000	636,341
309 Sales Tax - Extension	159,402	0	0	0	0	0	0	0	0	159,402
325 Bond Series 1998A Construction	33,238	0	0	0	0	0	0	0	0	33,238
	<b>341,482</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	<b>500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>550,000</b>	<b>941,482</b>

**Policy/Comprehensive Plan Information**

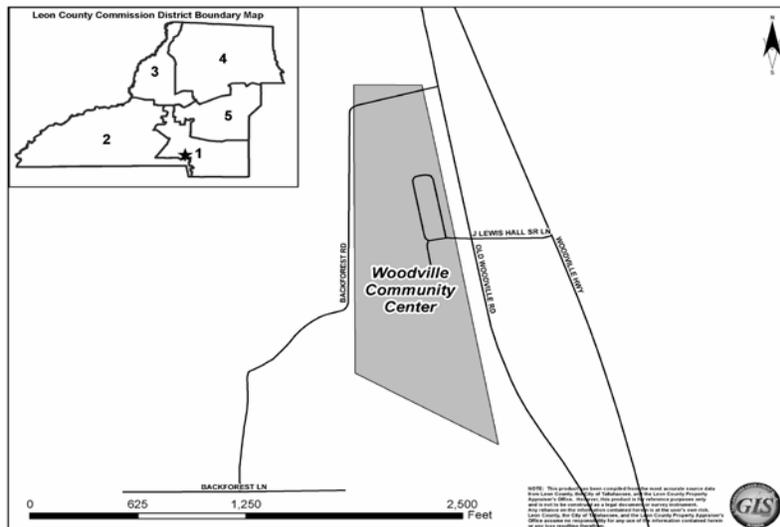
Parks & Recreation Master Plan (May 1997)  
 Parks & Recreation Element of the Comprehensive Plan, Policy, 1.1.3

**Operating Budget Impact**

Funding Source	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned
140 Municipal Service	0	0	6,000	6,000	6,000
	<b>0</b>	<b>0</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>

This project will have an annual impact on the Parks and Recreation operating budget. The following are the estimated impacts anticipated to begin in FY 2016:

- \$4,000 Utility Services
- \$2,000 Operating Supplies





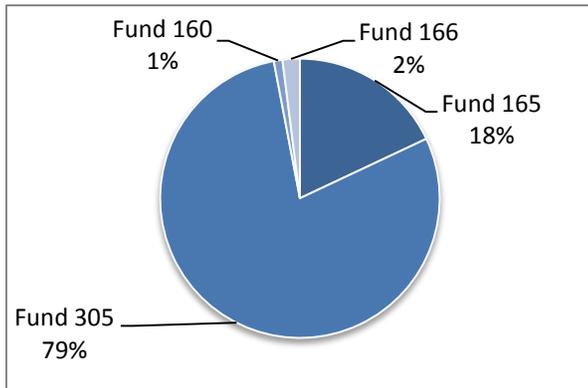
Overview

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 FY14 include: Elections Equipment, BOA Building Renovations, and Digital Phone System.

Funding Sources

Figure 24.5 shows that 79% (\$3,380,500) of the FY14 General Government budget is funded by the Capital Improvements Fund (Fund 305). The Bank of America Fund (Fund 165) is funding 18% (\$784,000) of the budget for improvements of that facility. The Tourist Development Fund (Fund 160) will fund 1% (\$30,000) for improvements to the Welcome Center. The Huntington Oaks Fund (Fund 166) is funding 2% (\$100,000) for improvements of that facility.

**Figure 24.5  
FY14 General Government Projects  
By Funding Source**



Managing Departments

Table 24.9 shows that Management Information Services will manage 48% of the FY14 general government capital improvement projects. Facilities Management will manage 44% of the projects. Fleet Management and the Supervisor of Elections each will manage one or 8% of the general government projects.

**Table 24.9  
FY14 General Government Projects  
By Managing Department**

Managing Department	# of Projects	FY14 Budget
Facilities Management	12	\$1,729,000
Fleet Management	1	\$350,500
Management Information Services	13	\$1,415,000
Supervisor of Elections	1	\$800,000
<b>Total</b>	<b>27</b>	<b>\$4,294,500</b>

Operating Budget Impacts

Table 24.10 shows the estimated impacts that some General Government 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.

**Table 24.10  
General Government Operating Budget Impacts**

Project	Project #	FY14 Estimate	FY15 Estimate	FY16 Estimate	FY17 Estimate	FY18 Estimate
Digital Phone System: MIS	076004	48,500	57,500	57,500	57,500	57,500
Digital Phone System: Sheriff's Office	076004	(80,000)	(110,000)	(110,000)	(110,000)	(110,000)
E-Filing System for Court Documents	076063	27,000	27,000	27,000	27,000	27,000
Financial Hardware and Software	076001	3,000	3,000	3,000	3,000	3,000
Work Order Management	076042	10,800	21,600	32,400	43,200	54,000
<b>Total</b>		<b>\$9,300</b>	<b>(\$900)</b>	<b>\$9,900</b>	<b>\$20,700</b>	<b>(\$31,500)</b>

# Leon County Fiscal Year 2014 – 2018 Capital Improvement Program

## General Government Index

Page	Project	#	Life to Date FY 2012	Adj Bud FY 2013	FY 2014 Budget	FY14-FY18 Total	Project Total
24-40	Agriculture Center Renovations	086030	91,182	-	-	50,000	141,182
24-41	Air Conditioning Unit Replacement	086064	-	-	-	202,000	202,000
24-42	Architectural and Engineering Services	086011	261,256	86,196	40,000	340,000	687,452
24-43	BOA Building Acquisition/Renovations	086025	20,391,843	2,053,984	784,000	2,346,403	24,792,230
24-44	Business Incubator Center	086069	-	-	250,000	250,000	250,000
24-45	Capital Grant Match Program	096019	-	155,600	-	-	155,600
24-46	Centralized Storage Facility	086054	158,743	131,531	-	50,000	340,001
24-47	Common Area Furnishings	086017	306,913	25,000	20,000	140,000	471,913
24-48	Community Services Building Renovations	086062	24,957	60,000	200,000	400,000	484,957
24-49	Courthouse Renovations	086027	8,607,991	12,530	30,000	894,000	9,514,521
24-50	Courthouse Repairs	086024	6,550,880	1,136,225	100,000	870,000	8,557,105
24-51	Courthouse Security	086016	355,080	20,000	-	80,000	455,080
24-52	Courtroom Minor Renovations	086007	306,202	178,854	-	240,000	725,056
24-53	Courtroom Technology	076023	908,375	100,000	100,000	375,000	1,383,375
24-54	Data Wiring	076003	434,859	25,000	25,000	125,000	584,859
24-55	Digital Phone System	076004	1,222,549	150,000	400,000	575,000	1,947,549
24-56	E-Filing System for Court Documents	076063	-	138,200	20,000	20,000	158,200
24-57	Election Equipment	096015	1,531,840	1,446,161	800,000	800,000	3,778,001
24-58	Elevator Generator Upgrades	086037	1,210,951	632,250	-	600,000	2,443,201
24-59	Energy & Resource Conservation Improvements	086041	421,857	238,792	-	-	660,649
24-60	Fairgrounds Sense of Place Initiatives	086063	-	-	50,000	50,000	50,000
24-61	File Server Maintenance	076008	1,570,690	262,283	375,000	1,875,000	3,707,973
24-62	Financial Hardware and Software	076001	253,128	29,119	30,000	30,000	312,247
24-63	General County Maintenance/Renovations	086057	45,041	85,000	-	100,000	230,041
24-64	General Vehicle/Equipment Replacement	026003	2,910,199	322,490	350,500	2,128,500	5,361,189
24-65	Lake Jackson Town Center	083002	29,967	429,033	100,000	550,000	1,009,000
24-66	Lake Jackson Town Center Sense of Place Initiatives	086068	-	-	100,000	300,000	300,000
24-67	MIS Data Center and Elevator Room Halon System	076064	-	70,000	-	-	70,000
24-68	Network Backbone Upgrade	076018	930,346	80,000	80,000	400,000	1,410,346
24-69	Parking Lot Maintenance	086033	26,950	261,218	25,000	89,000	377,168
24-70	Property Appraiser Technology	076045	371,833	178,167	-	-	550,000
24-71	Public Defender Technology	076051	237,270	30,000	25,000	145,000	412,270
24-72	Records Management	076061	19,416	205,584	-	200,000	425,000
24-73	State Attorney Technology	076047	208,585	30,000	25,000	145,000	383,585
24-74	Supervisor of Elections Technology	076005	208,302	25,000	30,000	140,000	373,302
24-75	Technology in Chambers	076022	397,392	-	85,000	85,000	482,392
24-76	User Computer Upgrades	076024	2,824,901	448,123	200,000	1,400,000	4,673,024

## Leon County Fiscal Year 2014 – 2018 Capital Improvement Program

### General Government Index

Page	Project	#	Life to Date FY 2012	Adj Bud FY 2013	FY 2014 Budget	FY14-FY18 Total	Project Total
24-77	Welcome Center Roof Replacement	086065	-	-	30,000	60,000	60,000
24-78	Work Order Management	076042	482,141	23,722	20,000	100,000	605,863
General Government Total			<b>\$53,301,639</b>	<b>\$9,070,062</b>	<b>\$4,294,500</b>	<b>\$16,154,903</b>	<b>\$78,526,331</b>

The Capital Improvement projects highlighted are fully funded in FY13. It is anticipated that these projects will be carryforward into the next fiscal year.



Air Conditioning Unit Replacements

Dept/Div:	<b>Facilities Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086064</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>New Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project will provide the replacement of air conditioning units in County-owned buildings. The existing DX air conditioning units have completed their useful life and cost more to operate. This project replaces 38 units with more energy efficient, longer life units. The budget also includes funding for additional duct work. The four-year replacement plan is as follows:

Department	Units
Ft. Braden Community Center	3
Ft. Braden Library	3
Animal Control	4
Dental Clinic	6
Southside Clinic	13
Transfer Station	2
Agricultural Center	3
Purchasing Warehouse	4
BOA Annex	2
<b>TOTAL DX UNITS</b>	<b>38</b>

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	0	94,000	36,000	36,000	36,000	202,000	202,000
	0	0	0	0	94,000	36,000	36,000	36,000	202,000	202,000

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

Operating budget impacts include a reduction in utility costs due to anticipated energy savings.



Bank of America Building Renovations

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**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for completion of the renovation, mechanical, and electrical upgrades and safety improvements to the Bank of America building acquired by the County. FY 2014 budget is for the replacement of the roof. FY 2015 budget is for caulking and sealing or replacing windows with more energy efficient windows. FY 2016 budget is to replace the 2nd Floor air handler. FY 2017 budget is for the purchase of a larger generator, transfer switch and secondary switch gears.

The FY 2014 budget also includes converting office space on the 2nd and 8th floors into seven smaller offices. This renovation will address the current demand for smaller office space in the BOA.

**Financial Summary**

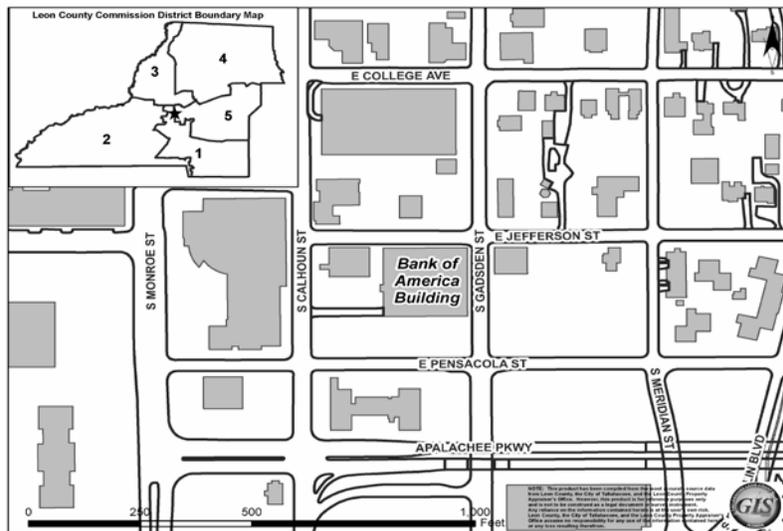
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
165 Bank of America Building Operations	443,963	1,837,554	1,031,235	784,000	710,000	480,000	372,403	0	2,346,403	4,627,920
305 Capital Improvements	404,051	216,430	130,349	0	0	0	0	0	0	620,481
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
	<b>20,391,843</b>	<b>2,053,984</b>	<b>1,161,584</b>	<b>784,000</b>	<b>710,000</b>	<b>480,000</b>	<b>372,403</b>	<b>0</b>	<b>2,346,403</b>	<b>24,792,230</b>

**Policy/Comprehensive Plan Information**

Florida Statute 29.008(A) - designation of facilities for all Court related functions as a county responsibility

**Operating Budget Impact**

N/A



Business Incubator Center

Dept/Div: **Facilities Management**  
 Project #: **086069**  
 Service Type: **General Government**  
 Status: **New Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project converts County vacant warehouse space for use as an urban business incubator. During the FY 2013 budget process, the Board concurred with staff's finding and recommendation through its LEADS process to examine the potential of repurposing the County's vacant warehouse space, located at 918 Railroad Avenue and previously occupied by the Supervisor of Elections, as an urban incubator given its prime location between the two universities. Through the Board's Strategic Initiative process, staff engaged numerous stakeholders to identify the needs of the community and to formulate a template that would deliver comprehensive incubator services and cultivate collaboration among the various entrepreneurial organizations. A centralized urban incubator that offers an array of business training services and opportunities for local startup businesses without regard to institutional or organizational roots has long been a missing piece to the local entrepreneurial ecosystem. This project is estimated at \$250,000 including most of the needed equipment. Staff will finalize the structure and formal commitments from partner organizations and bring back an agenda item for consideration prior to expending any funds.

**Financial Summary**

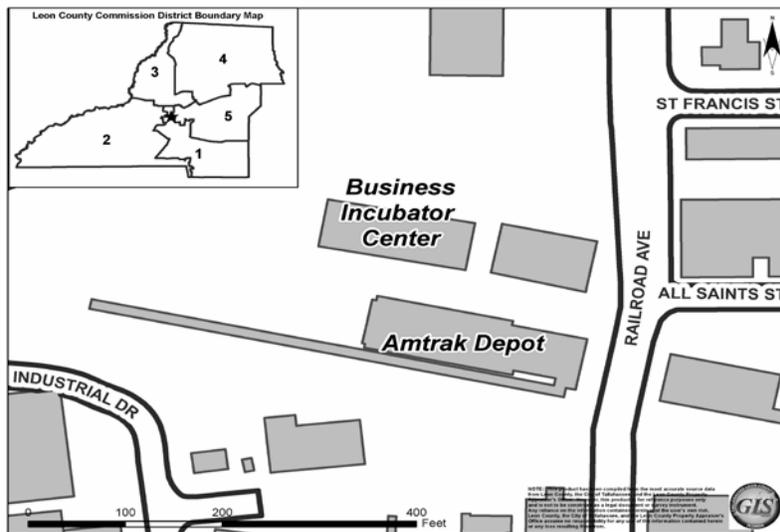
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	250,000	0	0	0	0	250,000	250,000
	0	0	0	250,000	0	0	0	0	250,000	250,000

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A





Centralized Storage Facility

Dept/Div: **Facilities Management**  
 Project #: **086054**  
 Service Type: **General Government**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project will provide for the consolidation of archive record storage for Board offices, Clerk of Courts, Public Defender, and State Attorney in addition to surplus furniture. The centralized storage facility will eliminate the need for multiple storage leases located throughout the County.

**Financial Summary**

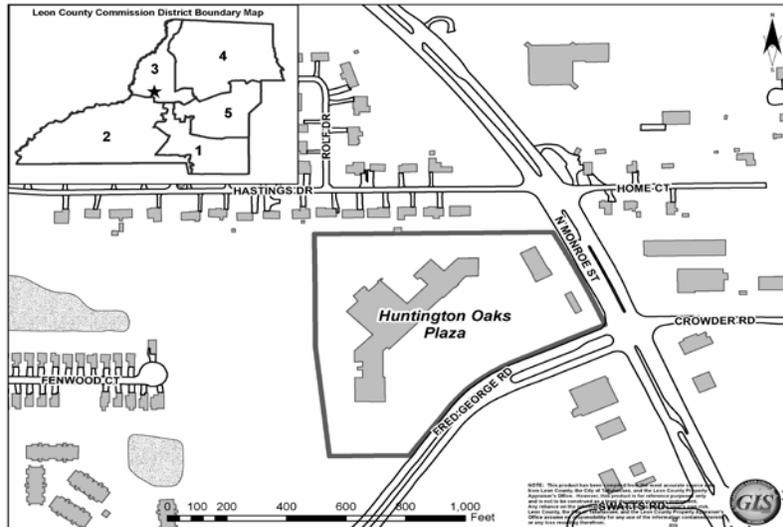
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	158,743	131,258	34,485	0	0	50,000	0	0	50,000	340,001
	158,743	131,258	34,485	0	0	50,000	0	0	50,000	340,001

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A





Community Services Building Renovations

Dept/Div: **Facilities Management**  
 Project #: **086062**  
 Service Type: **General Government**  
 Status: **Existing Revised Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the Community Services Building renovations. This project serves to consolidate the operations of the Office of Detention and Intervention Alternatives. FY 2014 - FY 2015 budgets are to renovate the front lobby area to optimize space to provide a more efficient work space and additional office space for staff.

**Financial Summary**

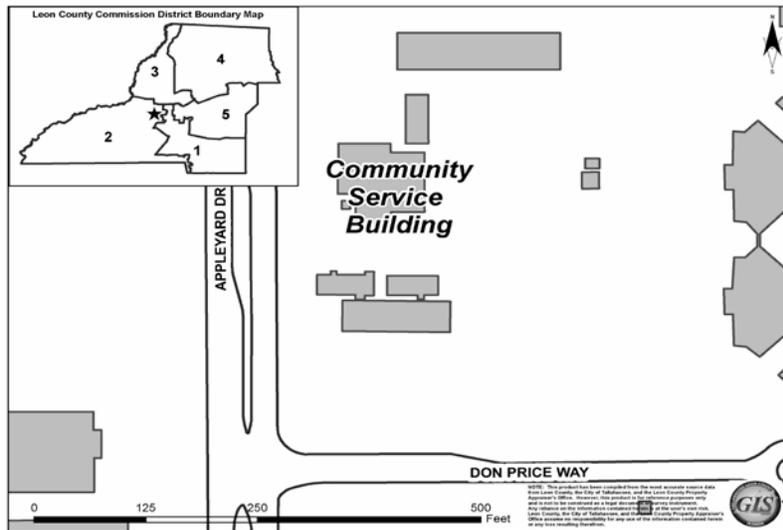
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	24,957	60,000	6,609	200,000	200,000	0	0	0	400,000	484,957
	24,957	60,000	6,609	200,000	200,000	0	0	0	400,000	484,957

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



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 Revised Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project renovates the Management Information Services office space. This renovation will allow for more efficient use of the space by consolidating MIS operations and providing the division with needed office space. The current MIS space is segmented by three adjoining corridors that lead from the entrance to the elevators. In addition, the data center occupies a significant amount of space adjacent to MIS. This project realigns the east entrance (Calhoun Street) of the Courthouse for direct access to the elevators and relocates the existing data center to the Public Safety Complex. This project will occur in two phases: Phase 1 budgets design in FY 2014 and construction in FY 2015 and Phase 2 budgets design in FY 2015 and construction in FY 2016.

**Financial Summary**

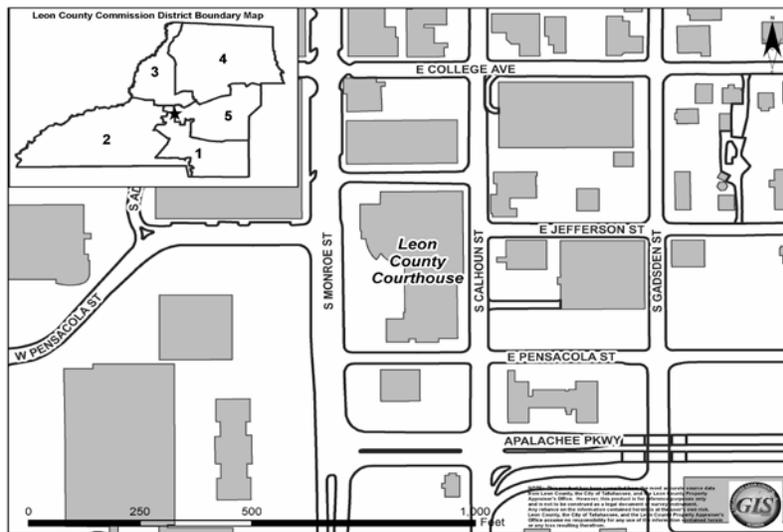
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,769,115	12,530	4,937	30,000	408,000	456,000	0	0	894,000	2,675,645
311 Bond Series 2003A & 2003B Construction	436,166	0	0	0	0	0	0	0	0	436,166
320 Bond Series 2005 Construction	6,402,710	0	0	0	0	0	0	0	0	6,402,710
	<b>8,607,991</b>	<b>12,530</b>	<b>4,937</b>	<b>30,000</b>	<b>408,000</b>	<b>456,000</b>	<b>0</b>	<b>0</b>	<b>894,000</b>	<b>9,514,521</b>

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



Courthouse Repairs

Dept/Div: **Facilities Management**  
 Project #: **086024**  
 Service Type: **General Government**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for repairs and improvements to the Courthouse building. Current mechanical systems are aging and in need of repair. In FY 2014, the main breaker and secondary switch gear will be replaced. Over the next 5 years 210 HVAC (heating and cooling) air mixing boxes need to be replaced. FY 2014 - 2018 budgets are for the replacement the mixing boxes. FY 2015 budget includes the replacement of two sump pumps on level P-0 of the Courthouse.

**Financial Summary**

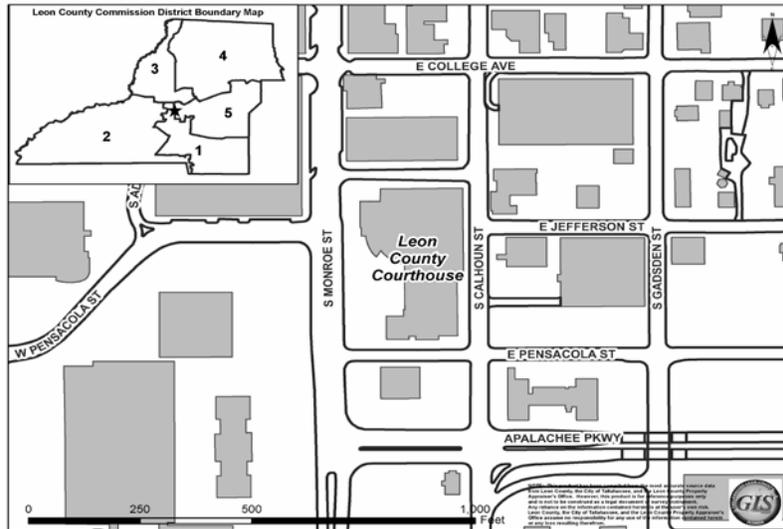
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,356,984	150,216	106,424	100,000	225,000	200,000	200,000	145,000	870,000	2,377,200
311 Bond Series 2003A & 2003B Construction	2,085,221	155,179	1,878	0	0	0	0	0	0	2,240,400
318 Bond Series 1999 Construction	2,446,675	0	0	0	0	0	0	0	0	2,446,675
320 Bond Series 2005 Construction	0	830,830	45,622	0	0	0	0	0	0	830,830
325 Bond Series 1998A Construction	662,000	0	0	0	0	0	0	0	0	662,000
	<b>6,550,880</b>	<b>1,136,225</b>	<b>153,924</b>	<b>100,000</b>	<b>225,000</b>	<b>200,000</b>	<b>200,000</b>	<b>145,000</b>	<b>870,000</b>	<b>8,557,105</b>

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



Courthouse Security

Dept/Div: **Facilities Management**  
 Project #: **086016**  
 Service Type: **General Government**  
 Status: **Existing Revised Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the repair and replacement to the security system throughout the Courthouse. The current security system was installed in February 2001, and some of the equipment, such as DVRs, cameras, monitors and x-ray machines are showing signs of needing to be replaced. The predicted life expectancy of the equipment is varied 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, DVRs, etc.

**Financial Summary**

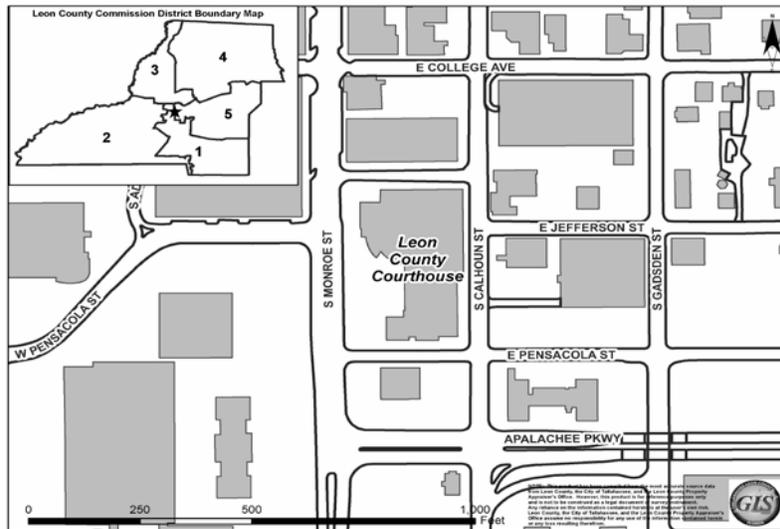
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
110 Fine and Forfeiture	17,144	0	0	0	0	0	0	0	0	17,144
305 Capital Improvements	20,447	20,000	0	0	20,000	20,000	20,000	20,000	80,000	120,447
318 Bond Series 1999 Construction	317,489	0	0	0	0	0	0	0	0	317,489
	<b>355,080</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>80,000</b>	<b>455,080</b>

**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



Courtroom Minor Renovations

Dept/Div: **Facilities Management**  
 Project #: **086007**  
 Service Type: **General Government**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for items such as bench replacements, cosmetic upgrades, reupholstering of jury chairs, new attorney tables, witness stands, minor office renovations and restroom alterations for courtrooms on the third floor northwest wing of the Courthouse. The FY 2013 budget included \$150,000 for the renovation of the Leon County Jail courtroom, which will include security enhancements.

**Financial Summary**

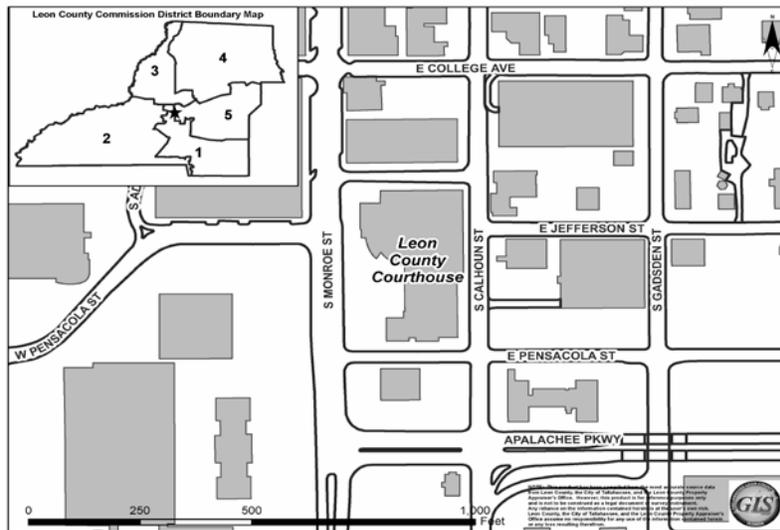
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	306,202	178,854	23,012	0	60,000	60,000	60,000	60,000	240,000	725,056
	306,202	178,854	23,012	0	60,000	60,000	60,000	60,000	240,000	725,056

**Policy/Comprehensive Plan Information**

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 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**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for technology needs for the Courtrooms such as sound system replacements and other technology needs of the Judiciary and Court Administration. The out-year funding (FY16 - FY18) includes funding for the maintenance of technology equipment.

**Financial Summary**

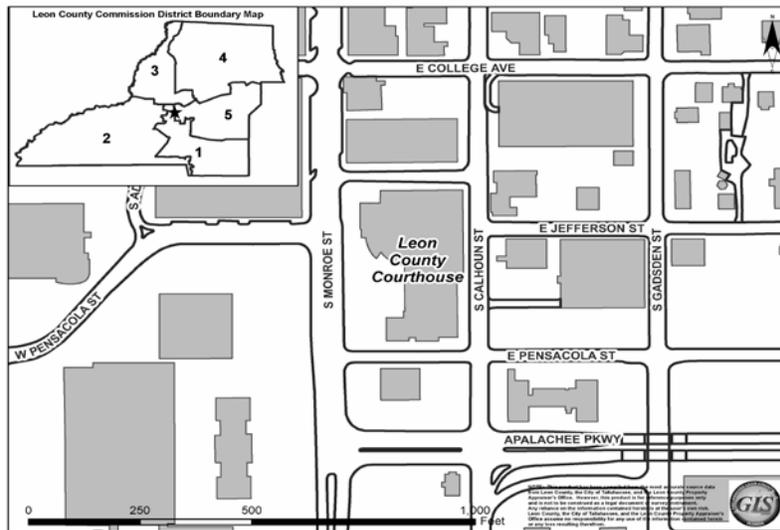
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	788,394	100,000	5,221	100,000	100,000	75,000	50,000	50,000	375,000	1,263,394
318 Bond Series 1999 Construction	119,981	0	0	0	0	0	0	0	0	119,981
	<b>908,375</b>	<b>100,000</b>	<b>5,221</b>	<b>100,000</b>	<b>100,000</b>	<b>75,000</b>	<b>50,000</b>	<b>50,000</b>	<b>375,000</b>	<b>1,383,375</b>

**Policy/Comprehensive Plan Information**

Florida Statute 29.008 - designates courtroom space and associated technology as a county responsibility

**Operating Budget Impact**

N/A



Data Wiring

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076003**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the continued replacement of the computer wiring at various County facilities. These replacements will be coordinated with any building and/or renovation changes that are planned through Facilities Management.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	434,859	25,000	3,842	25,000	25,000	25,000	25,000	25,000	125,000	584,859
	434,859	25,000	3,842	25,000	25,000	25,000	25,000	25,000	125,000	584,859

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

Digital Phone System

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076004**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the replacement of the phone and voice mail system for the Leon County Sheriff's Office, Leon County Clerk of Courts and Court Administration to the Avaya phone system. These agencies will realize operational savings and improved services.

The FY 2014 request includes the addition of the Sheriff's office. FY 2015 budget is for the addition of the Clerk's office. FY 2016 - 2018 budgets include planning for future upgrades.

The Court Administration migration was completed in FY 2013.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,072,549	150,000	118,193	400,000	100,000	25,000	25,000	25,000	575,000	1,797,549
318 Bond Series 1999 Construction	150,000	0	0	0	0	0	0	0	0	150,000
	<u>1,222,549</u>	<u>150,000</u>	<u>118,193</u>	<u>400,000</u>	<u>100,000</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>575,000</u>	<u>1,947,549</u>

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

Funding Source	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned
001 General Fund	48,500	57,500	57,500	57,500	57,500
	<u>48,500</u>	<u>57,500</u>	<u>57,500</u>	<u>57,500</u>	<u>57,500</u>

This project will have annual impacts to the MIS Automation and Sheriff's Office operating budgets. The following are the estimated impacts anticipated to begin in FY 2014:

FY 2014:

MIS Automation - \$48,500 for increased annual maintenance costs for Avaya as the Sheriff's Office Public Safety Complex is moved to Avaya. (\$26,750 Sheriff's Office + \$21,750 Public Safety Complex)

Sheriff's Office - Approximately \$80,000 one-time decrease in the operating budget as initial set of phone lines are eliminated through the move to the Avaya phone system.

Net operating impact for FY 2014 is a \$31,500 decrease.

FY 2015 - FY 2018:

MIS Automation - \$57,500 for increased annual maintenance costs for Avaya as the Clerk's Office is moved to Avaya. (\$26,750 Sheriff's Office + \$21,750 Public Safety Complex \$9,000 Clerk's Office)

Sheriff's Office - Approximately \$110,000 ongoing decrease in the operating budget as remaining phone lines are eliminated with the completed move to the Avaya phone system.

Net operating impact for FY 2015 - FY 2018 is a \$52,500 decrease.

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**      Current Level of Service: **N/A**

**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, by Spring 2013, each office is to develop and implement a process by which the e-filing of court documents can be administered.

Court Administration contracted with aiSmartbench for the 2nd Judicial Circuit's e-filing solution. Leon County's share for software services was \$201,683, which was budgeted in FY 2012 and FY 2013. The FY 2014 request is for display units, scanners and other hardware needs.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	138,200	0	20,000	0	0	0	0	20,000	158,200
	0	138,200	0	20,000	0	0	0	0	20,000	158,200

**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**

Funding Source	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned
001 General Fund	27,000	27,000	27,000	27,000	27,000
	<b>27,000</b>	<b>27,000</b>	<b>27,000</b>	<b>27,000</b>	<b>27,000</b>

This project has an annual impact on the MIS operating budget. The following are the estimated impacts anticipated to begin in FY 2014:

\$27,000 for E-Filing system annual licensing maintenance



Elevator Generator Upgrades

Dept/Div: **Facilities Management**  
 Project #: **086037**  
 Service Type: **General Government**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the modernization of elevator generator motors and accompanying electric drive systems. An average of three elevators a year will be modernized. Emergency replacement costs are very high and the down-time for repair affects the buildings. The current generator motors and drive systems are large alternating current systems that run 24 hours a day and 7 days a week. These units are no longer manufactured or marketed by the elevator companies. The new technology is a variable frequency direct current system, which is more efficient and operates only on demand. The elevators are located at the Main Library, Courthouse, and the Bank of America Building.

**Financial Summary**

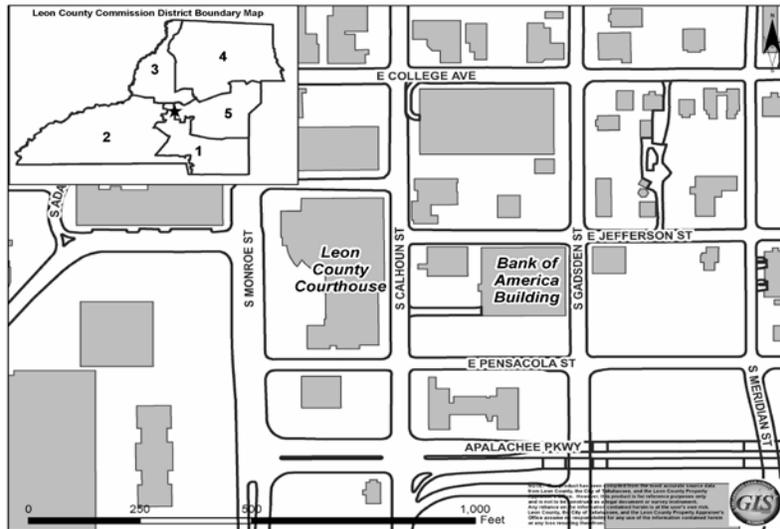
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,210,951	632,250	46,032	0	150,000	150,000	150,000	150,000	600,000	2,443,201
	1,210,951	632,250	46,032	0	150,000	150,000	150,000	150,000	600,000	2,443,201

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

This project will reduce electrical consumption and number of repair calls.







File Server Maintenance

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**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the replacement of file servers for planned obsolescence and standardization. Consolidation and upgrading of servers is an ongoing process to sustain desktop and communication functionalities and specialized applications for County staff and services. Upgrading of servers improves performance and reliability of systems and backup solutions. In addition, a virtualization solution for file servers will be used to improve support of applications, test environments, and maintenance, as previously described. The virtualization will minimize space requirements and cut energy costs in the data center, maximize technical staff resources, and provide for disaster recovery and business continuity of services. Funding includes IBM compute environment annual lease costs (\$300,000) and other costs associated with the physical servers and tape backup system (\$75,000).

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,570,690	262,283	200,744	375,000	375,000	375,000	375,000	375,000	1,875,000	3,707,973
	1,570,690	262,283	200,744	375,000	375,000	375,000	375,000	375,000	1,875,000	3,707,973

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

This project produces an annual energy costs savings of approximately \$10,000 in electrical and air conditioning expenses. These energy savings in the data center were achieved by replacing nearly 250 servers with eight enterprise system servers that utilize virtualization and Storage Area Network (SAN) technology. These technologies provide on demand computing services through shared resources.

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**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the purchase of financial hardware and software technology. The FY14 request is for the purchase of a formal point-of-sale accounting system for Probation, Supervised Pretrial Release, and Drug and Alcohol Testing for tracking daily collections. This system will be interfaced with Banner.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	253,128	29,119	4,156	30,000	0	0	0	0	30,000	312,247
	253,128	29,119	4,156	30,000	0	0	0	0	30,000	312,247

**Policy/Comprehensive Plan Information**

Leon County Policy No. 92-4: Accounting and Reporting  
 Leon County Policy No. 93-44: Fiscal Planning

**Operating Budget Impact**

Funding Source	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned
001 General Fund	3,000	3,000	3,000	3,000	3,000
	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>

This project has an annual impact on Management Information Services operating budget. The following are the estimated impacts anticipated to begin in FY 2014:

\$3,000 Annual Support fee for the Probation accounting system

General County Maintenance and Minor Renovations

Dept/Div:	<b>Facilities Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086057</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project will allow Leon County to provide maintenance and minor renovations to County Facilities.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	45,041	85,000	23,416	0	25,000	25,000	25,000	25,000	100,000	230,041
	45,041	85,000	23,416	0	25,000	25,000	25,000	25,000	100,000	230,041

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



Lake Jackson Town Center

Dept/Div: **Facilities Management**  
 Project #: **083002**  
 Service Type: **General Government**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for renovations at the Lake Jackson Town Center. Current space consisting of six vacant suites will be made lease ready with "vanilla box" interior improvements that include carpet, paint, plumbing, electrical and steel doors. This project also includes an upgrade of 10 approximately 20 year old HVAC (heating and cooling) units to more energy efficient units. FY 2014 - FY 2015 budgets are to renovate 6 suites and replace 8 HVAC units (3 in FY 2014 and an additional 5 HVAC units in FY 2015). FY 2016 budget is to replace designated area B of the existing roof. FY 2018 budget is for other general renovations.

**Financial Summary**

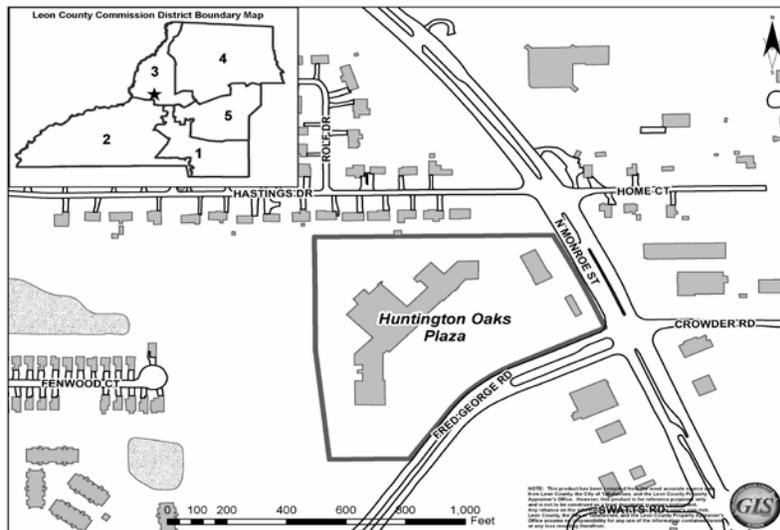
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
166 Huntington Oaks Plaza	29,967	429,033	264,086	100,000	195,000	230,000	0	25,000	550,000	1,009,000
	29,967	429,033	264,086	100,000	195,000	230,000	0	25,000	550,000	1,009,000

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



Lake Jackson Town Center Sense of Place Initiative

Dept/Div: **Facilities Management**  
 Project #: **086068**  
 Service Type: **General Government**  
 Status: **New Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is establish a "sense of place at the Lake Jackson Town Center at Huntington. This initiative will reinvest in the Community Center by improving connections (traveling between places) and utilizing natural and historical resources (surrounding neighborhoods, parks, etc.).

**Financial Summary**

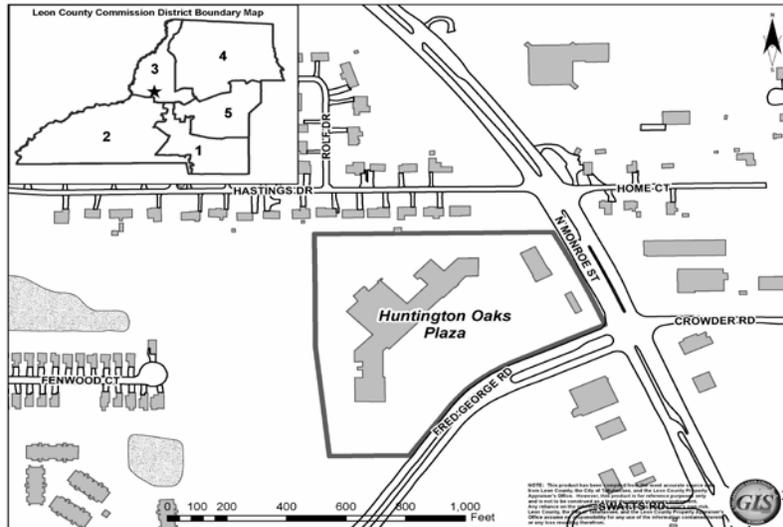
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	100,000	50,000	50,000	50,000	50,000	300,000	300,000
	0	0	0	100,000	50,000	50,000	50,000	50,000	300,000	300,000

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



MIS Data Center and Elevator Room Halon System

Dept/Div:	<b>Facilities Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076064</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project is for the replacement of the Halon system in the MIS Data Center and elevator room #8. The current Halon system is obsolete, inadequate and parts are no longer available. Halon as a suppression agent is no longer marketed due to its environmental effects and danger to human life. The existing system will be replaced to meet the current suppression needs with a system that is not harmful to the environment and does not pose a hazard to the occupants of the facility.

**Financial Summary**

<b>Funding Source</b>	<b>Life To Date FY 2012</b>	<b>Adjusted Budget FY 2013</b>	<b>Year To Date FY 2013</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Planned</b>	<b>FY 2016 Planned</b>	<b>FY 2017 Planned</b>	<b>FY 2018 Planned</b>	<b>5 Year Total</b>	<b>Total Project Cost</b>
305 Capital Improvements	0	70,000	0	0	0	0	0	0	0	70,000
	0	70,000	0	0	0	0	0	0	0	70,000

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

Network Backbone Upgrade

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076018**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the 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.

**Financial Summary**

<u>Funding Source</u>	<u>Life To Date FY 2012</u>	<u>Adjusted Budget FY 2013</u>	<u>Year To Date FY 2013</u>	<u>FY 2014 Budget</u>	<u>FY 2015 Planned</u>	<u>FY 2016 Planned</u>	<u>FY 2017 Planned</u>	<u>FY 2018 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
305 Capital Improvements	930,346	80,000	78,635	80,000	80,000	80,000	80,000	80,000	400,000	1,410,346
	930,346	80,000	78,635	80,000	80,000	80,000	80,000	80,000	400,000	1,410,346

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

Parking Lot Maintenance

Dept/Div: **Facilities Management**  
 Project #: **086033**  
 Service Type: **General Government**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the maintenance of County parking lots including the purchase of replacement gate arms, ticket readers, and parking lot stripping and repair. The main lots anticipated to be updated over the next three years include the Gadsden Street and Courthouse garage. FY 2014 budget includes \$9,000 to restripe the Gadsden Street parking lot surface.

**Financial Summary**

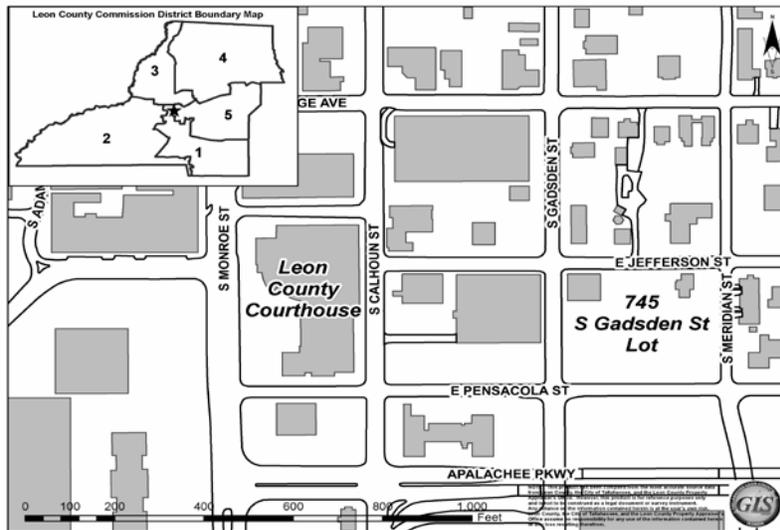
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	26,950	261,218	0	25,000	16,000	16,000	16,000	16,000	89,000	377,168
	26,950	261,218	0	25,000	16,000	16,000	16,000	16,000	89,000	377,168

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



Property Appraiser Technology

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076045**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project - Carryforward**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for technology improvements for the Property Appraiser's property assessment and appraisal system.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	371,833	178,167	125,260	0	0	0	0	0	0	550,000
	371,833	178,167	125,260	0	0	0	0	0	0	550,000

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

The technology upgrades to the existing property assessment and appraisal system will provide an estimated \$100,000 in annualized operating savings.

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**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for technology needs for the Public Defender's Office.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	237,270	30,000	31,200	25,000	30,000	30,000	30,000	30,000	145,000	412,270
	237,270	30,000	31,200	25,000	30,000	30,000	30,000	30,000	145,000	412,270

**Policy/Comprehensive Plan Information**

Article V - legislation requiring counties to fund technology needs for the Public Defender's Office.

**Operating Budget Impact**

N/A

Records Management

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076061**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the development of a records management strategy and implementation plan for information storage, management, and discovery for County departments. Information will include all paper, microfilm, and electronically stored items such as emails, video, digital photos, maps, and databases. This project will also define the technical requirements for supporting the strategy and implementation plan within the existing Documentum solution. A process framework will be based on Florida statutes and developed to define 1) how and when to organize and store information, 2) how to comply with the Florida retention schedule for information, 3) how to destroy information, and 4) how to access information. Another outcome of the project is to define the software and hardware for an archiving solution for emails and other documents. As paper and electronic documents and processes are integral to the work of the County government, management of those documents and processes are critical to the success of the government.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	19,416	205,584	92,085	0	50,000	50,000	50,000	50,000	200,000	425,000
	19,416	205,584	92,085	0	50,000	50,000	50,000	50,000	200,000	425,000

**Policy/Comprehensive Plan Information**

The State of Florida dictates the retention of records and requires the transparency of data through the Sunshine Law. Establishment of a records management strategy and implementation plan will support the County government in complying with the State requirements.

**Operating Budget Impact**

N/A

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**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for technology needs for the State Attorney's Office.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	208,585	30,000	0	25,000	30,000	30,000	30,000	30,000	145,000	383,585
	208,585	30,000	0	25,000	30,000	30,000	30,000	30,000	145,000	383,585

**Policy/Comprehensive Plan Information**

Article V - legislation requiring counties to fund technology needs for the State Attorney's Office

**Operating Budget Impact**

N/A

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**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for technology improvements for the Supervisor of Elections. FY 2014 budget includes an additional \$5,000 and FY 2015 budgets include an additional \$10,000 to refresh a total of 15 laptops to accommodate Windows 7 or 8.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	208,302	25,000	14,604	30,000	35,000	25,000	25,000	25,000	140,000	373,302
	208,302	25,000	14,604	30,000	35,000	25,000	25,000	25,000	140,000	373,302

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

Technology In Chambers

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076022**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Revised Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project upgrades the Board of County Commissions Chambers television broadcasting equipment purchased in FY 2001.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	397,392	0	0	85,000	0	0	0	0	85,000	482,392
	397,392	0	0	85,000	0	0	0	0	85,000	482,392

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

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**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the replacement of old user computers, printers, and peripherals. A replacement schedule is extremely 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. Currently, computers are on a five year replacement cycle plan. However, 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 Board Policy, older machines are recycled to the Goodwill's electronics store. A virtualized desktop solution is being deployed for Board users over a 4-year plan, which will prolong the life of the desktop more than 5 years.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	2,824,901	448,123	255,569	200,000	300,000	300,000	300,000	300,000	1,400,000	4,673,024
	2,824,901	448,123	255,569	200,000	300,000	300,000	300,000	300,000	1,400,000	4,673,024

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

Welcome Center Roof Replacement

Dept/Div:	<b>Facilities Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086065</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>New Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project is for the replacement of the Welcome Center roof. The existing roof is approximately 19 years old and is constructed of the antiquated hot tar build-up with gravel on top.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
160 Tourism Development	0	0	0	30,000	30,000	0	0	0	60,000	60,000
	0	0	0	30,000	30,000	0	0	0	60,000	60,000

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

Work Order Management

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**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the consolidation of work order management functions into one system. 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. Anticipated rollouts of hand held devices are:

<b>FY 2014</b>	<b>FY 2015</b>
Facilities Management - 8	Facilities Management - 10
Engineering - 2	Engineering - 2
Operations - 5	Other Departments as Required - 5
Other Departments as Required - 5	Total: 20
Total: 20	

FY 2016 - 2018 budgets include other departments as required for a total of 20 devices annually.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	238,939	20,177	1,819	20,000	20,000	20,000	20,000	20,000	100,000	359,116
306 Transportation Improvements	243,202	3,545	0	0	0	0	0	0	0	246,747
	482,141	23,722	1,819	20,000	20,000	20,000	20,000	20,000	100,000	605,863

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

This project has an annual impact on departmental operating budgets.

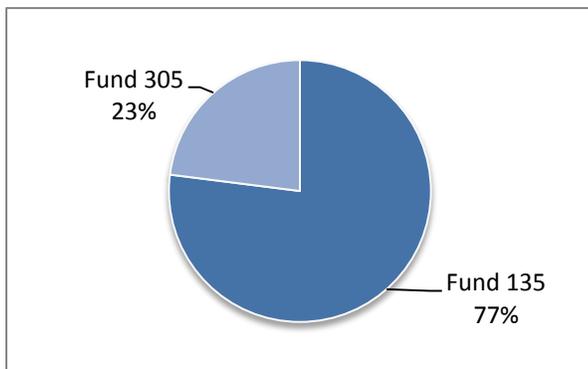
Overview

The Health and 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 and Safety capital projects funded in FY14 include: Emergency Medical Services vehicle, equipment, and technology, and the Sheriff Heliport Building.

Funding Sources

Figure 24.6 shows that the Emergency Medical Services MSTU Fund (Fund 135) funds 77% (\$770,957) and the Capital Improvement Program Fund (Fund 305) funds 23% (\$225,000) of the Health and Safety capital improvement budget in FY14.

**Figure 24.6**  
**FY14 Health and Safety Projects**  
**By Funding Source**



Managing Departments

Table 24.11 shows that Facilities Management will manage two of the Health and Safety capital improvement projects for FY14. Emergency Medical Services and Management Information Services will each manage one Health and Safety project.

**Table 24.11**  
**FY14 Health and Safety Projects**  
**By Managing Department**

Managing Department	# of Projects	FY14 Budget
Emergency Medical Services	1	\$758,457
Management Information Services	1	\$12,500
Facilities Management	2	\$225,000
<b>Total</b>	<b>2</b>	<b>\$995,957</b>

Operating Budget Impacts

Table 24.12 shows the estimated impacts that some Health and Safety 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.

**Table 24.12**  
**Health and Safety Operating Budget Impacts**

Project	Project #	FY14 Estimate	FY15 Estimate	FY16 Estimate	FY17 Estimate	FY18 Estimate
Public Safety Complex: Facilities Management	096016	643,622	643,622	643,622	643,622	<b>643,622</b>
Public Safety Complex: MIS	096016	87,081	87,081	87,081	87,081	<b>87,081</b>
Public Safety Complex: Sheriff	096016	42,984	42,984	42,984	42,984	<b>42,984</b>
<b>Total</b>		<b>\$773,687</b>	<b>\$773,687</b>	<b>\$773,687</b>	<b>\$773,687</b>	<b>\$773,687</b>

Leon County Fiscal Year 2014 - 2018 Capital Improvement Program

Health & Safety Index

Page	Project	#	Life to Date FY 2012	Adj Bud FY 2013	FY 2014 Budget	FY14-FY18 Total	Project Cost Total
24-81	Emergency Medical Services Technology	076058	120,071	54,570	12,500	62,500	237,141
24-82	EMS Vehicles & Equipment	026014	3,776,371	860,500	758,457	4,192,457	8,829,328
24-83	Jail Complex Maintenance	086031	32,720	3,570,996	-	-	3,603,716
24-84	Medical Examiner Facility	086067	-	-	50,000	50,000	50,000
24-85	Public Safety Complex	096016	6,484,928	10,453,095	-	-	16,938,023
24-86	Sheriff Heliport Building	086042	580,013	-	175,000	175,000	755,013
Health and Safety Total			<b>\$10,994,103</b>	<b>\$14,939,161</b>	<b>\$995,957</b>	<b>\$4,479,957</b>	<b>\$30,413,221</b>

The Capital Improvement projects highlighted are fully funded in FY13. It is anticipated that these projects will be carryforward into the next fiscal year.

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**      Current Level of Service: **N/A**

**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 as well as the replacement of 20 paramedic field devices.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
135 Emergency Medical Services MSTU	120,071	54,570	31,520	12,500	12,500	12,500	12,500	12,500	62,500	237,141
	120,071	54,570	31,520	12,500	12,500	12,500	12,500	12,500	62,500	237,141

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



Jail Complex Maintenance

Dept/Div: **Facilities Management**      Comp Plan CIE Project: **N/A**  
 Project #: **086031**      Capital Improvement: **N/A**  
 Service Type: **Health & Safety**      Level of Service Standard: **N/A**  
 Status: **Existing Project - Carryforward**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for repair and maintenance of structures at the Leon County Jail Complex. This project segments two existing holding cells in the mental health section of the jail into six cells for added capacity and will reduce the number of staff for monitoring. Windows in the main causeway of the Jail will be replaced to prevent accidents from water entering the area. The project also addresses stucco repairs needed on the exterior of the Administrative Building.

**Financial Summary**

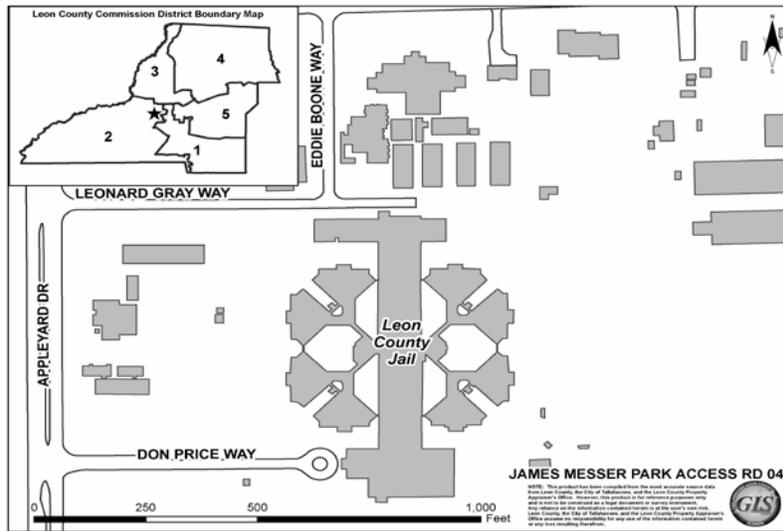
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	4,440	0	0	0	0	0	0	0	0	4,440
308 Sales Tax	28,280	3,570,996	111,495	0	0	0	0	0	0	3,599,276
	32,720	3,570,996	111,495	0	0	0	0	0	0	3,603,716

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



Medical Examiner Facility

Dept/Div:	<b>Facilities Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086067</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Health &amp; Safety</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>New Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project addresses a long-term solution for providing a permanent space for the Medical Examiner. Pursuant to Florida Statutes, Florida Counties are responsible for the funding of medical examiners. Since 1977, the District 2 medical examiner has utilized cooler space and autopsy facility space provided by Tallahassee Memorial Hospital (TMH); TMH charges a nominal fee for this service. TMH staff met with County Administration to express a desire to have the morgue and autopsy facility removed from the hospital. Florida Statutes state, "Autopsy and laboratory facilities utilized by the district medical examiner or his or her associates may be provided on a permanent or contractual basis by the counties within the district." A preliminary program analysis was performed to determine the basic requirements for the facility. Staff and the ME's office will continue to work closely to further refine the requirements, including site visits to other facilities in Florida. FY 2014 is for preliminary planning and design services.

**Financial Summary**

<b>Funding Source</b>	<b>Life To Date FY 2012</b>	<b>Adjusted Budget FY 2013</b>	<b>Year To Date FY 2013</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Planned</b>	<b>FY 2016 Planned</b>	<b>FY 2017 Planned</b>	<b>FY 2018 Planned</b>	<b>5 Year Total</b>	<b>Total Project Cost</b>
305 Capital Improvements	0	0	0	50,000	0	0	0	0	50,000	50,000
	0	0	0	50,000	0	0	0	0	50,000	50,000

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

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 - Carryforward**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the construction of a Leon County, City of Tallahassee, and Leon County Sheriff's Office Public Safety Complex. The establishment of a Public Safety Communication Board (PSCB) was approved by the County Commission on April 25, 2006 and by the City Commission on April 26, 2006.

Leon County, City of Tallahassee, and Leon County Sheriff's Office have agreed to pursue the public safety communication project and are moving forward with the consolidation of dispatching law enforcement and emergency personnel. The facility being constructed will include the dispatch services for the Leon County Sheriff's Office, the Tallahassee Police Department, Leon County Emergency Medical Services, and the Tallahassee Fire Department. The dispatch services will be co-located in the Public Safety Complex with the City of Tallahassee Transportation Management Center, Emergency Medical Services and Fire Administration, and Leon County's Emergency Operations Center. Construction started in late FY11, and was complete in late FY13. The new American Red Cross building is located on the same property in order to create a campus environment.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
125 Grants	375,932	2,003,963	563,518	0	0	0	0	0	0	2,379,895
305 Capital Improvements	6,108,996	8,449,132	7,682,860	0	0	0	0	0	0	14,558,128
	6,484,928	10,453,095	8,246,378	0	0	0	0	0	0	16,938,023

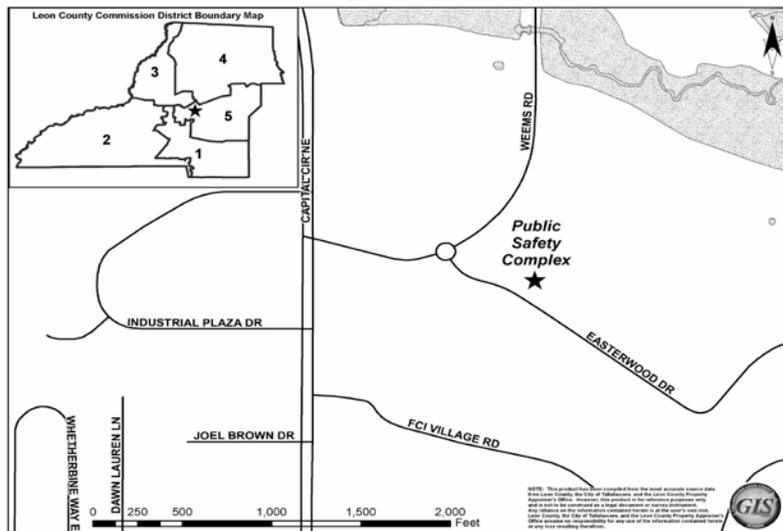
**Policy/Comprehensive Plan Information**

December 13, 2006 - Memorandum of Agreement

**Operating Budget Impact**

This project will have an annual impact on the Facilities Management, Management Information Systems (MIS), and Sheriff operating budgets once the facility is in operation. A partial year's operating budget impacts were budgeted in FY 2013 in anticipation of the PSC opening. Below is the balance of a full year's operating budget impacts for FY 2014:

Facilities Management: \$643,622 for costs associated with two new positions and operating expenses including, but not limited to, communications, utilities, custodial, maintenance, security, and property insurance.  
 MIS: \$87,081 for costs associated with IT service staff and technology support.  
 Sheriff: \$42,984 for technology related costs.



Sheriff Heliport Building

Dept/Div: **Facilities Management**  
 Project #: **086042**  
 Service Type: **Health & Safety**  
 Status: **Existing Revised Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the replacement of the concrete tarmac for the Sheriff's heliport operations at the Tallahassee Regional Airport. The project includes total removal and replacement of the existing concrete surface with a new 6-inch reinforced concrete pad that is consistent with Federal Aviation Administration's criteria for helicopters.

**Financial Summary**

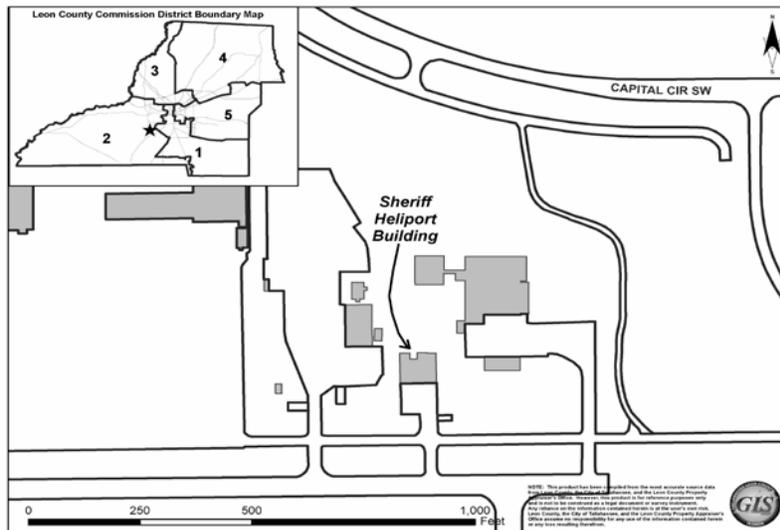
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	580,013	0	0	175,000	0	0	0	0	175,000	755,013
	580,013	0	0	175,000	0	0	0	0	175,000	755,013

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



**Physical Environment**

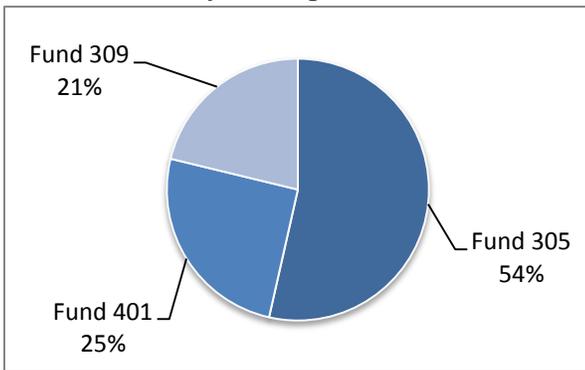
**Overview**

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 improvement and solid waste management. Major Physical Environment capital projects funded in FY14 include: Killearn Lakes Plantation Stormwater, Stormwater Vehicle and Equipment Replacement, and Transfer Station Improvements.

**Funding Sources**

Figure 24.7 shows that the Capital Improvement Fund (Fund 305) funds 53% (\$1,242,180) of the Physical Environment projects funded in FY14. The Solid Waste Management Fund (Fund 401) funds 25% (\$585,750), and the Sales Tax Extension Fund (309) accounts for 21% (\$500,000) of Physical Environment funds.

**Figure 24.7  
FY14 Physical Environment Projects  
By Funding Source**



**Managing Departments**

Table 24.13 shows that Solid Waste will manage the majority of the FY14 Physical Environment capital improvement projects. Solid Waste will manage 47% of the total physical environment budget for FY14. Engineering Services will manage 27%, Fleet Management will manage 6%, and Management Information Services will manage 20%.

**Table 24.13  
FY14 Physical Environment Projects  
By Managing Department**

Managing Department	# of Projects	FY14 Budget
Engineering Services	4	\$775,000
Fleet Management	1	\$430,400
Management Information Services	3	\$536,780
Solid Waste	7	\$585,750
<b>Total</b>	<b>15</b>	<b>\$2,327,930</b>

**Operating Budget Impacts**

Table 24.14 shows the estimated impacts that some Physical Environment 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.

**Table 24.14  
Physical Environment Operating Budget Impacts**

Project	Project #	FY14 Estimate	FY15 Estimate	FY16 Estimate	FY17 Estimate	FY18 Estimate
Killearn Lakes Plantation Stormwater	064006	10,000	10,000	10,000	10,000	10,000
TMDL Compliance Activities	066004	-	-	35,000	60,000	60,000
<b>Total</b>		<b>\$10,000</b>	<b>\$10,000</b>	<b>\$45,000</b>	<b>\$70,000</b>	<b>\$70,000</b>

## Leon County Fiscal Year 2014 – 2018 Capital Improvement Program

### Physical Environment Index

Page	Project	#	Life to Date FY 2012	Adj Bud FY 2013	FY 2014 Budget	FY14-FY18 Total	Project Total
24-89	Blueprint 2000 Water Quality Enhancements	067002	2,907,742	1,064,136	-	-	3,971,878
24-90	Bradfordville Pond 4 Outfall Stabilization	064005	99,130	964,399	-	-	1,063,529
24-91	CARDS Stormwater Program: Start-Up Costs	066001	2,189	17,708	-	100,000	119,897
24-92	Geographic Information Systems	076009	4,894,927	293,029	188,280	1,141,400	6,329,356
24-93	Geographic Information Systems Incremental Basemap Update	076060	2,201,178	-	298,500	1,492,500	3,693,678
24-94	Gum Road Target Planning Area	062005	6,159	2,150,204	-	3,200,000	5,356,363
24-95	Killearn Acres Flood Mitigation	064001	2,455,685	835,582	-	-	3,291,267
24-96	Killearn Lakes Plantation Stormwater	064006	1,004,066	934,796	500,000	1,000,000	2,738,862
24-97	Lafayette Street Stormwater	065001	293,761	3,832,520	-	-	4,126,281
24-98	Lake Munson Restoration	062001	2,570,892	268,306	-	-	2,839,198
24-99	Lakeview Bridge	062002	163,663	763,701	-	-	927,364
24-100	Landfill Gas Analyzer	036040	-	-	11,000	11,000	11,000
24-101	Landfill Improvements	036002	1,109,453	149,857	100,000	500,000	1,759,310
24-102	Lexington Pond Retrofit	063005	578,875	4,903,782	-	-	5,482,657
24-103	Longwood Subdivision Retrofit	062004	1,507	223,680	-	-	225,187
24-104	Pedrick Pond Stormwater Reuse Irrigation System	045007	40,595	204,104	100,000	100,000	344,999
24-105	Permit & Enforcement Tracking System	076015	81,133	319,562	50,000	250,000	650,695
24-106	Remedial Action Plan	036032	92,829	307,171	-	-	400,000
24-107	Rural/Hazardous Waste Vehicle and Equipment Replacement	036033	-	72,000	-	316,000	388,000
24-108	Scales/Scalehouse	036013	-	-	81,000	81,000	81,000
24-109	Solid Waste Heavy Equipment/Vehicle Replacement	036003	2,975,588	88,127	85,000	2,590,000	5,653,715
24-110	Solid Waste Master Plan	036028	-	100,000	-	-	100,000
24-111	Solid Pre-fabricated Buildings	036041	-	-	18,750	56,250	56,250
24-112	Stormwater Maintenance Filter Replacement	066026	826,093	179,754	-	400,000	1,405,847
24-113	Stormwater Structure Inventory and Mapping	066003	117,486	632,514	125,000	125,000	875,000
24-114	Stormwater Vehicle & Equipment Replacement	026004	5,252,508	342,500	430,400	3,240,400	8,835,408
24-115	TMDL Compliance Activities	066004	-	50,000	50,000	1,800,000	1,850,000
24-116	Transfer Station Heavy Equipment Replacement	036010	2,062,199	410,829	90,000	2,369,000	4,842,028
24-117	Transfer Station Improvements	036023	318,151	214,257	200,000	680,000	1,212,408
<b>Physical Environment Index</b>			<b>\$30,055,809</b>	<b>\$19,322,518</b>	<b>\$2,327,930</b>	<b>\$19,452,550</b>	<b>\$68,631,177</b>

The Capital Improvement projects highlighted are fully funded in FY13. It is anticipated that these projects will be carryforward into the next fiscal year.

Blue Print 2000 Water Quality Enhancements

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>067002</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

Blueprint 2000 set aside \$50 million (split 50/50 between the City and the County) of its 80% share of the Sales Tax Extension for stormwater and water quality retrofits. A total of \$5 million of the County's \$25 million is set-aside to retrofit existing County stormwater facilities and enhance their function.

Current Project:

Lake Heritage Outfall - This project addresses the replacement of the lake outfall structure to discharge directly into the main channel rather than the emergency flow-way through the subdivision. The lake berm will be stabilized to protect downstream structures.

Completed Projects:

Lake Munson Dam Rehabilitation - This project addresses rehabilitation of the dam structure at an adjacent County-owned location in order to address structural weaknesses and foundation instabilities at the existing dam that are currently being monitored. The rehabilitated dam will maintain the existing hydraulic conditions so that no change occurs in lake level or downstream discharge.

Sharer Road Outfall Stabilization - This project addresses the significant erosion of the outfall channel from Sharer Road to the Brandon Woods Pond. Unsafe conditions and lack of maintenance access will be addressed by concrete lining approximately 600 linear feet of the channel. The drainage easement has eroded to greater than 7 feet in portions of the channel. Steep sides and heavy tree growth limit access for maintenance and prevent use of standard stabilization methods.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	2,907,742	1,064,136	223,188	0	0	0	0	0	0	3,971,878
	2,907,742	1,064,136	223,188	0	0	0	0	0	0	3,971,878

**Policy/Comprehensive Plan Information**

Sales Tax Extension Referendum, 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**

These projects do not result in new operating impacts. They are corrections to conditions that have required maintenance in the past and will alleviate some future maintenance needs.



CARDS Stormwater Program: Start Up Costs

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>066001</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

On January 29, 2009 the Board conducted a Workshop to address the need for Transportation and/or Stormwater projects to mitigate or alleviate community impacts during and after major storm events. The Board directed that a new program be enacted to aid areas that are impacted by flooding during major storms. The new program was to be similar to the County's on-going 2/3 Program, with the difference being that the petition requirement was reduced to 60% with the County contributing 20% of the project costs, subject to the availability of funds. The Board also approved a new acronym for the existing 2/3 Program and the new program, CARDS, which stands for County Acquisition of Roads and Drainage Systems. On March 19, 2009, the Board conducted the First and Only Public Hearing to adopt a new ordinance creating the new CARDS program. This ordinance is now located in Chapter 18, Article IV, Division 2 of the Leon County Code of Laws. The original 2/3 Program remains a separate Capital Improvement project under the new name of CARDS Transportation Program: Start Up Costs.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	2,189	17,708	0	0	0	50,000	0	50,000	100,000	119,897
	2,189	17,708	0	0	0	50,000	0	50,000	100,000	119,897

**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

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**      Current Level of Service: **N/A**

**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:

\$52,000 Virtualization & Disaster Recovery  
 \$81,000 ESRI ELA  
 \$56,548 Infrastructure Improvements  
 \$48,732 ESRI EEAP & Geodatabase Support  
 \$238,280

Virtualization & Disaster Recovery: This funding is utilized to support the ongoing costs of the shared infrastructure environment with Management Information Systems (approximately 50% of these funds). It has also been set aside to assist in setting up the necessary infrastructure for disaster recovery specific to GIS.

Environmental Systems Research Institute, Inc (ESRI) Enterprise Licensing Agreement (ELA): ESRI is the primary software provider for GIS software. The license covers everything from web servers to desktop licensing. Annual analysis has shown that the enterprise license save money over the alternative of buying individual licenses. This overall cost for the enterprise license is split between the CIP and operating funds.

Infrastructure Improvements: Infrastructure improvements is the account 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.

ESRI Enterprise Advantage Program (EEAP) & Geodatabase Support: The ESRI EEAP provides access to expertise that assists in strategic planning for GIS geodatabase, servers, and ArcGIS version upgrades. It allows access to premium Support Services, Instructor-Led ESRI training, and Virtual Campus Dollars. Additional geodatabase support will be needed to assist in the major migration from ArcGIS 9.3.1 to ArcGIS 10.1.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	4,894,927	293,029	201,686	188,280	238,280	238,280	238,280	238,280	1,141,400	6,329,356
	4,894,927	293,029	201,686	188,280	238,280	238,280	238,280	238,280	1,141,400	6,329,356

**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

Geographic Information Systems Incremental Basemap

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076060</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project is for the incremental update of the Tallahassee-Leon County Geographic Information System, TLC GIS, basemap. The basemap includes orthophotography, planimetrics and a digital elevation model with contours. These elements are essential in providing timely and accurate basemap information which provides positional control for other critical Geographic Information System information and the analysis opportunities they support. They are the foundation for geo-referencing (tying to coincident geographic features for accurate and reliable referencing) many of the Geographic Information System data layers. In June 2008, the Florida Department of Revenue, FDOR, was directed under Chapter 195.002 Florida Statutes, to provide each County Property Appraiser's Office with digital orthophotography every three years and charge each county office for the cost of that service and product delivery. 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 has also been requested to obtain additional oblique and satellite imagery to support efforts related to public safety, property assessment and non ad-valorem assessments. Based on these needs, the Leon County Property Appraiser's Office and the Leon County Sheriff's Office has agreed to provide additional funding (\$20,000 per agency, per year) to secure oblique imagery and satellite imagery for Leon County (oblique imagery in Year 2 and satellite in Year 3).

Year 1 - Complete Data Capture and Delivery of 6" Digital Orthophotography  
 \*Complete Data Capture and Delivery of Color Infrared Orthophotography CIR  
 Complete Data Capture of LiDAR

Year 2 & 3 - Complete LiDAR processing  
 Complete Planimetric Updat  
 \*\*Complete Data Capture and Delivery Obliques in Year 2  
 \*\*Complete Data Capture and Delivery of Satellite Imagery in Year 3

\*Note: The color infrared (CIR) photography is an additional product that is provided under the plan. The CIR will support efforts such as wetland delineation.

\*\*Note: In order to provide complete data capture and delivery obliques in Year 2 and complete data capture and delivery of satellite imagery in Year 3 funding for this CIP will need to increase from \$258,500 to \$298,500 per year (See Note Above).

In order to maintain the basemap, Tallahassee-Leon County GIS will be required to secure funding beyond Year 3. The continued funding will allow TLC GIS to enter into the second cycle of data capture without an increase in the annual funding amount. The City is also contributing funds to this project.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	2,201,178	0	0	298,500	298,500	298,500	298,500	298,500	1,492,500	3,693,678
	2,201,178	0	0	298,500	298,500	298,500	298,500	298,500	1,492,500	3,693,678

**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

Gum Road Target Planning Area

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**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for planning, design/permitting and construction of flood attenuation storage in the Gum Road Target Planning Area (TPA). The project was adopted as part of the 2002 Gum Road Watershed Management Plan to reduce 100-year flood levels in the TPA, allowing more extensive commercial development in the area.

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.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	6,159	2,150,204	0	0	3,200,000	0	0	0	3,200,000	5,356,363
	6,159	2,150,204	0	0	3,200,000	0	0	0	3,200,000	5,356,363

**Policy/Comprehensive Plan Information**

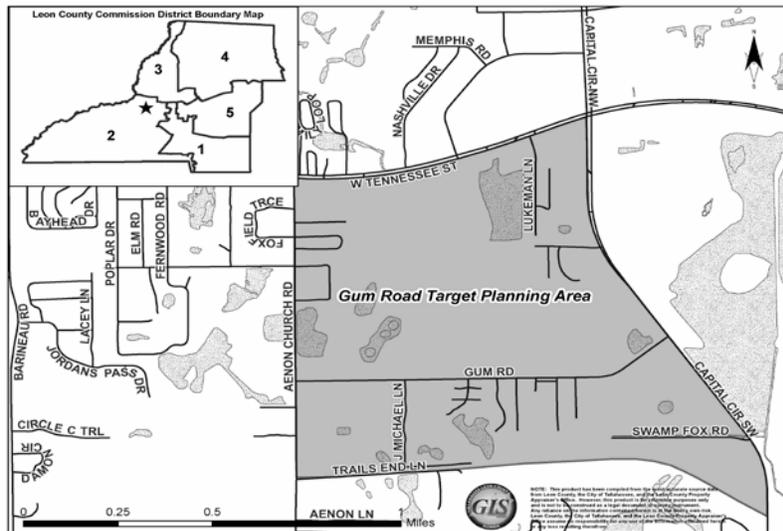
Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Policy 2.7.7:[C]( Leon County) Local government shall develop a program for retrofitting developed areas which lack adequate facilities for treating stormwater runoff by defining and implementing a sequence of intermediate 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.

Gum Road Target Planning Area

**Operating Budget Impact**

Operating budget impacts will be negligible because the project proposes enlarging an existing stormwater facility that already includes operating costs. The expanded facility will not add any more significant operating costs.



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**  
 Current Level of Service: **D**

**Project Description/Justification**

The current project updates the adopted FEMA Flood Insurance Rate Maps for the Killearn Acres Tributary between Bradfordville Road and Pimlico Drive. Creating a single floodway will comply with the Comprehensive Plan requirement to map the primary drainage system. In addition, establishing a Base Flood Elevation along the Tributary could reduce the federal Flood Insurance cost for approximately 250 residential properties.

This project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	1,996,184	835,582	381,573	0	0	0	0	0	0	2,831,766
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
	<b>2,455,685</b>	<b>835,582</b>	<b>381,573</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,291,267</b>

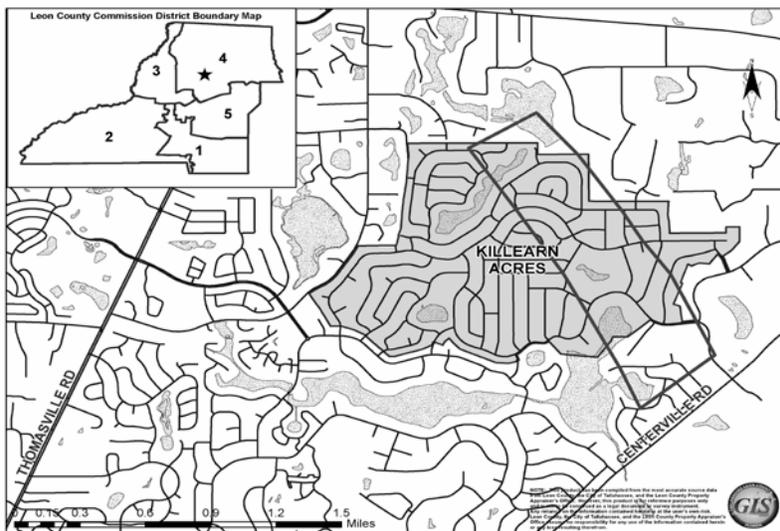
**Policy/Comprehensive Plan Information**

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality. Comprehensive Plan Levels of Service for Stormwater conveyance requires that no floodwaters enter a residence in a 100-year storm.

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.



Killearn Lakes Plantation Stormwater

Dept/Div: **Engineering Services**  
 Project #: **064006**  
 Service Type: **Physical Environment**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the detailed analysis, design, and construction of a stormwater system to serve Killearn Lakes Plantation Units 1, 2, and 3. The stormwater system will identify stormwater outfalls primarily located within existing green spaces that convey stormwater from residential properties. This project will also provide for enhanced redirection of stormwater from densely developed residential areas to the outfalls in the green spaces. Design will focus on using available resources and facilities, such as the utilization of roadways as conveyances for stormwater, and protection of residential properties where roads must be used as stormwater conveyances.

This project is partially funded by the 10% share of the Sales Tax Extension dedicated to Leon County. Additional funding required to complete this project (Unit 1, Phase 2; Unit 2, Phase 2; and Unit 3, Phase 2 & 3) has not been identified.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	1,004,066	934,796	80,445	500,000	250,000	250,000	0	0	1,000,000	2,738,862
	1,004,066	934,796	80,445	500,000	250,000	250,000	0	0	1,000,000	2,738,862

**Policy/Comprehensive Plan Information**

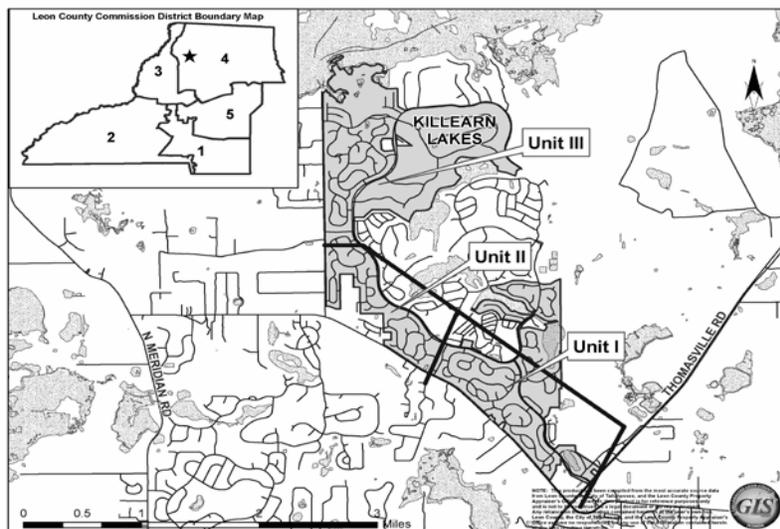
Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

**Operating Budget Impact**

Funding Source	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned
106 Transportation Trust	10,000	10,000	10,000	10,000	10,000
	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

Successful completion of this project will result in a reduction of engineering and operations complaint resolution manhours. Unscheduled call outs and repairs for Operations staff will also be significantly reduced. However, 12.1 miles of new routine ditch mowing will be added to keep the new stormwater conveyance system functioning as designed. Mowing is done 3 times per year and will require several passes each time for completion. Estimated impacts anticipated to begin in FY 2014:

\$10,000 for contract mowing



Lafayette Street Stormwater

Dept/Div: **Engineering Services**  
 Project #: **065001**  
 Service Type: **Physical Environment**  
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **Yes**  
 Capital Improvement: **Stormwater**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **D**

**Project Description/Justification**

The original scope of the project was for the construction of a drainage system for Lafayette Street to Suwanee Street to Seminole Drive. In the development of the Lafayette Street Drainage Improvement design, County staff received input from residents and merchants in the area and coordinated with Capital Regional Transportation Planning Agency (CRTPA) staff as well as City Public Works staff. After listening to stakeholders, the scope of the Lafayette Street Drainage Improvement project was expanded and approved by the Board to include road and drainage improvements, sidewalk reconstruction, and landscaping from CSX Railroad to Winchester Lane excluding the intersection at Lafayette Street and Magnolia Drive. The intersection improvement at Lafayette and Magnolia Drive is completed as an independent capital improvement project. The improvement from Suwannee Street to the CSX Railroad has been completed with the reconstruction of Lafayette Street required for the Blueprint 2000 Capital Cascade Trail project. The segment from the railroad to Seminole Drive is considered as Phase 2 of the Lafayette Street improvements and began before summer 2013. Phase 3 of the Lafayette Street Improvements from Seminole Drive to Winchester Lane (excluding the intersection at Lafayette Street and Magnolia Drive) is a design-build project using the funds provided by FDOT through a Local Agency Program (LAP) agreement, City of Tallahassee through a Water and Wastewater Joint Project Agreement (JPA), and the original Lafayette Street Drainage Improvement capital improvement project.

This project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County.

**Financial Summary**

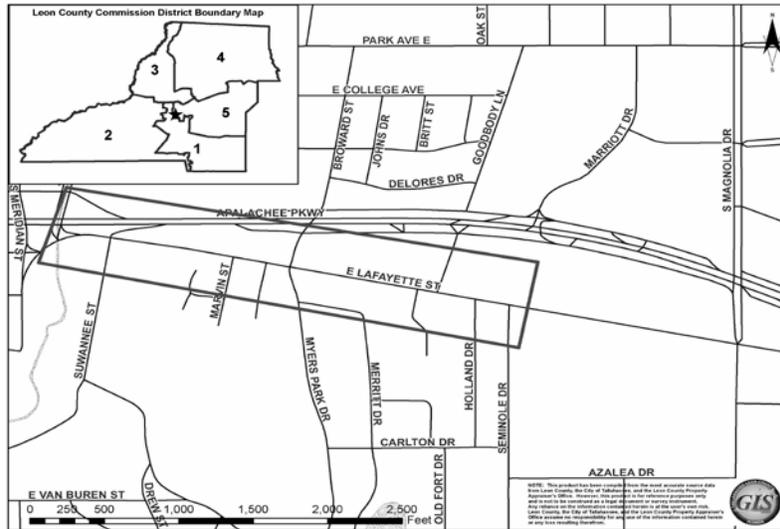
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
125 Grants	0	850,000	79,286	0	0	0	0	0	0	850,000
309 Sales Tax - Extension	293,761	2,982,520	43,613	0	0	0	0	0	0	3,276,281
	293,761	3,832,520	122,899	0	0	0	0	0	0	4,126,281

**Policy/Comprehensive Plan Information**

This project is in compliance with policy determined by the Blueprint 2000 referendum.

**Operating Budget Impact**

Improvements to correct the deficiencies in this road and drainage system will result in reduced operational/maintenance costs as compared to the existing facilities.



Lake Munson Restoration

Dept/Div: **Engineering Services**  
 Project #: **062001**  
 Service Type: **Physical Environment**  
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project will involve invasive and exotic plant removal at lakes Munson and Henrietta. Beneficial native plants will replace the exotic plants. This project also include the installation of public information kiosks at both sites. The kiosks will provide information on how nutrients and pollutants get into the water system and the adverse affects they cause.

This project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County.

**Financial Summary**

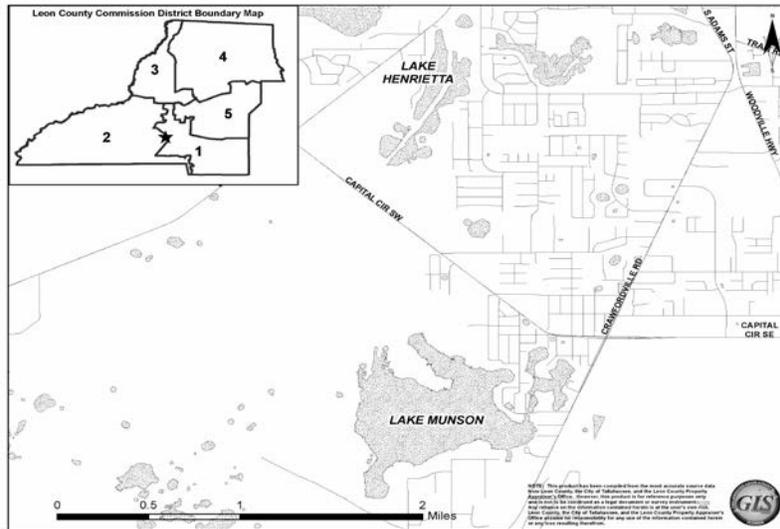
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	507,114	0	0	0	0	0	0	0	0	507,114
309 Sales Tax - Extension	148,778	268,306	0	0	0	0	0	0	0	417,084
314 Bond Series 1997 Construction	1,899,874	0	0	0	0	0	0	0	0	1,899,874
318 Bond Series 1999 Construction	15,126	0	0	0	0	0	0	0	0	15,126
	<b>2,570,892</b>	<b>268,306</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,839,198</b>

**Policy/Comprehensive Plan Information**

Comprehensive Plan Reference: **STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.**

**Operating Budget Impact**

N/A



Lakeview Bridge

Dept/Div: **Engineering Services**  
 Project #: **062002**  
 Service Type: **Physical Environment**  
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **Yes**  
 Capital Improvement: **Stormwater**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **D**

**Project Description/Justification**

This project is for the improvement of the creek crossing between Lake Bradford and Grassy Lake in order to ensure that Lakeview Drive remains passable up through a 10 year storm event. Right-of-way acquisition will begin in FY 2014 with construction to begin after right-of-way acquisition is completed. The current design indicates that the crossing can be best accomplished with a culvert system.

This project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County.

**Financial Summary**

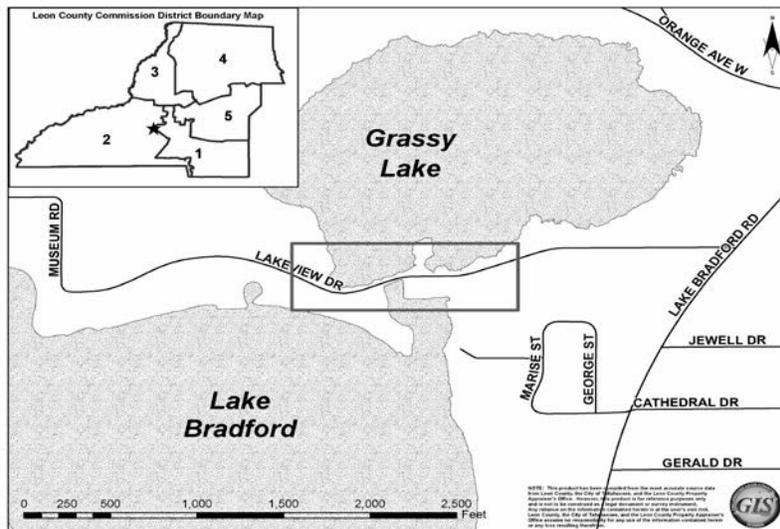
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	63,505	763,701	2,599	0	0	0	0	0	0	827,206
318 Bond Series 1999 Construction	100,158	0	0	0	0	0	0	0	0	100,158
	163,663	763,701	2,599	0	0	0	0	0	0	927,364

**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**

Improvements to correct the deficiencies in this road and drainage system will result in reduced operational/maintenance costs as compared to the existing facilities.



Landfill Gas Analyzer

Dept/Div:	<b>Solid Waste</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>036040</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>New Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project is for the replacement of a landfill gas analyzer. Monitoring landfill gas concentration is a requirement of the Solid Waste Management facility's air quality DEP Title V Operating permit. The current gas analyzer has become obsolete and replacement parts are being discontinued. This gas analyzer will add the ability to test for hydrogen sulfide and provide network capability. The network capability will allow the manufacturer to connect to the instrument via the internet to trouble shoot problems.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
401 Solid Waste	0	0	0	11,000	0	0	0	0	11,000	11,000
	0	0	0	11,000	0	0	0	0	11,000	11,000

**Policy/Comprehensive Plan Information**

Monitoring landfill gas concentration is a requirement of the Solid Waste Management facility's air quality DEP Title V Operating permit.

**Operating Budget Impact**

N/A





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**      Current Level of Service: **N/A**

**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. The Longwood outfall retrofit will discharge to Gum Swamp which will lower the downstream water elevations allowing positive drainage away from the subdivision. This project will proceed with the Gum Road Target Planning area project.

This project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	1,507	223,680	0	0	0	0	0	0	0	225,187
	1,507	223,680	0	0	0	0	0	0	0	225,187

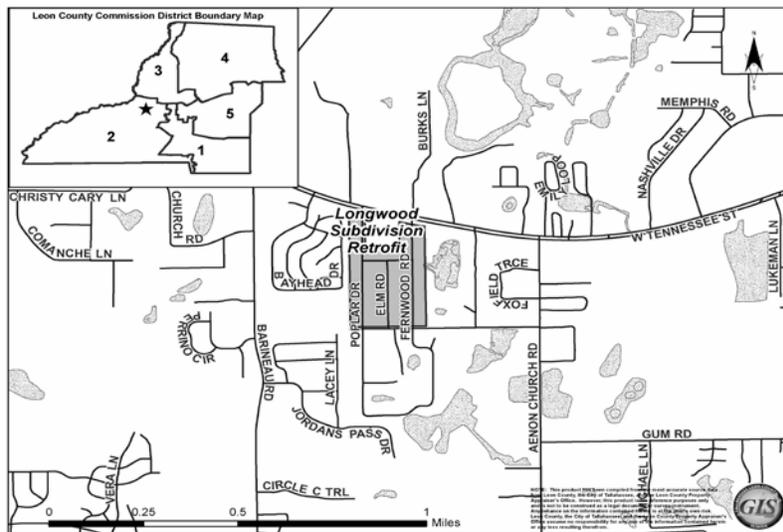
**Policy/Comprehensive Plan Information**

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



Pedrick Pond Stormwater Reuse Irrigation System

Dept/Div: **Engineering Services**  
 Project #: **045007**  
 Service Type: **Physical Environment**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the installation of an irrigation system to utilize the stormwater collected in the Pedrick closed basin pond to support and sustain the viability of the new landscaping on Mahan Drive. The County pre-planned with FDOT to install the necessary conduits for a supplemental irrigation system as part of the Mahan Roadway improvements. Supplemental irrigation improves the health of the landscaping, improves aquifer recharge by providing additional surface area for percolation and will provide means of additional beneficial dispersment of stormwater runoff in the closed basin.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	40,895	204,104	0	100,000	0	0	0	0	100,000	344,999
	40,895	204,104	0	100,000	0	0	0	0	100,000	344,999

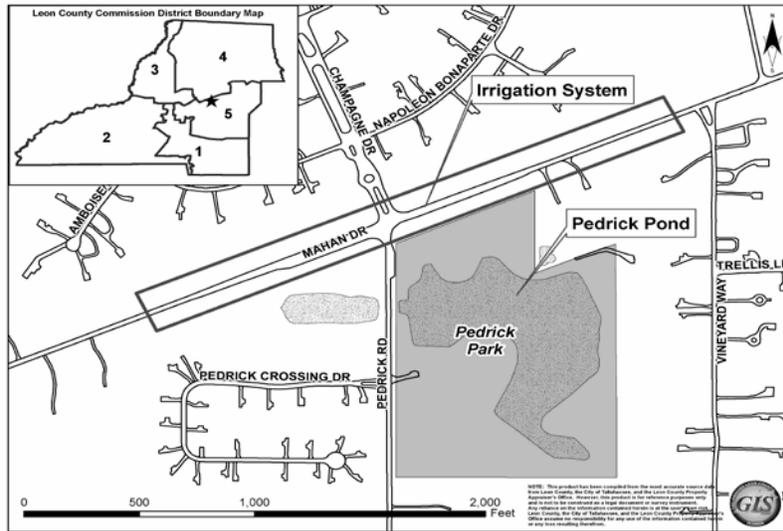
**Policy/Comprehensive Plan Information**

Supports Strategic Priority Environment by promoting sustainable practices and reusing stormwater runoff in lieu of potable or well water for irrigation.

Supports Conservation Element of the Comprehensive Plan Groundwater Protection Objectives 4.1 and 4.2.1

**Operating Budget Impact**

Operating impacts are anticipated to be covered by the existing Facilities Management operating budget.



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**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the County's share of funding for the joint City of Tallahassee and Leon County Interlocal Project involving the Permit Enforcement & Tracking System (PETS).

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	81,133	319,562	57,436	50,000	50,000	50,000	50,000	50,000	250,000	650,695
	81,133	319,562	57,436	50,000	50,000	50,000	50,000	50,000	250,000	650,695

**Policy/Comprehensive Plan Information**

Interlocal Agreement with City of Tallahassee (Amended October 17, 2003)

Permit Enforcement and Tracking System Interlocal Agreement with the City (1993)

**Operating Budget Impact**

PETS has existing allocations for annualized maintenance costs of hardware, software, and support services.



Rural/Hazardous Waste Vehicle and Equipment

Dept/Div:	<b>Solid Waste</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>036033</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project is for the replacement of Rural Waste, Hazardous Waste, and Recycling vehicles and equipment. 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. There are no vehicle and equipment replacements scheduled for FY14.

**Financial Summary**

<u>Funding Source</u>	<u>Life To Date FY 2012</u>	<u>Adjusted Budget FY 2013</u>	<u>Year To Date FY 2013</u>	<u>FY 2014 Budget</u>	<u>FY 2015 Planned</u>	<u>FY 2016 Planned</u>	<u>FY 2017 Planned</u>	<u>FY 2018 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
401 Solid Waste	0	72,000	36,796	0	25,000	201,500	50,000	39,500	316,000	388,000
	0	72,000	36,796	0	25,000	201,500	50,000	39,500	316,000	388,000

**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.

**Operating Budget Impact**

N/A

Scales/Scalehouse

Dept/Div:	<b>Solid Waste</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>036013</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Revised Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project replaces the truck scale at the Apalachee Solid Waste Management Facility. The current scale needs to be rebuilt at a costs close to the price of a new scale. This scale has been rebuilt at least once. A truck scale compatible with the Paradigm system is necessary to weigh in loads that are disposed at the Facility. The scale is portable and can be moved once the landfill closes as provided in the Masterplan.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
401 Solid Waste	0	0	0	81,000	0	0	0	0	81,000	81,000
	0	0	0	81,000	0	0	0	0	81,000	81,000

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A









Stormwater Structure Inventory and Mapping

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>066003</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project is for the continued mapping of Leon County's stormwater structure inventory. The National Pollutant Discharge Elimination System (NPDES) permit for Leon County's Municipal Separate Storm Sewer System (MS4) was renewed November 2011. This permit requires the mapping of known stormwater structural controls within the first year of the 5-year permit. The map will be maintained by staff using as-built surveys as projects are completed. The map will be integrated with the Operations Division work-order system to document compliance with inspection and maintenance requirements of the MS4 permit.

**Financial Summary**

<b>Funding Source</b>	<b>Life To Date FY 2012</b>	<b>Adjusted Budget FY 2013</b>	<b>Year To Date FY 2013</b>	<b>FY 2014 Budget</b>	<b>FY 2015 Planned</b>	<b>FY 2016 Planned</b>	<b>FY 2017 Planned</b>	<b>FY 2018 Planned</b>	<b>5 Year Total</b>	<b>Total Project Cost</b>
305 Capital Improvements	117,486	632,514	0	125,000	0	0	0	0	125,000	875,000
	117,486	632,514	0	125,000	0	0	0	0	125,000	875,000

**Policy/Comprehensive Plan Information**

The Federal Clean Water Act requires local communities to remain in compliance with the federal NPDES program regarding stormwater management of municipal systems.

**Operating Budget Impact**

N/A



TMDL Compliance Activities

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>066004</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project is for the development of Basin Management Action Plans (BMAP). The Florida Department of Environmental Protection (FDEP) and the U.S. Environmental Protection Agency (USEPA) assigned Total Maximum Daily Load (TMDL) limits to pollution entering local surface waters. The TMDLs for the Upper Wakulla River, Munson Slough, Lake Munson, and the Harbinwood Estates Drain require BMAPs be developed among stakeholders to accomplish the necessary reductions. The stakeholders may include Leon County, Florida Department of Transportation, City of Tallahassee, Wakulla County, Florida State University, and Florida A&M University. County staff will initiate discussions with the City of Tallahassee, a key primary stakeholder, early in the BMAP process in an effort to narrow potential differences in allocations and foster cooperation and/or develop joint projects that benefit the environment. The BMAPs will culminate with Interlocal agreements committing each party to actions to achieve their allocated reduction. The County's NPDES Municipal Separate Storm Sewer System (MS4) permit will be amended to include the BMAP commitments.

The initial phase will be evaluating and allocating the pollutant load reductions. The BMAP interlocal agreements are anticipated to require additional monitoring of water quality and construction of additional stormwater management facilities, all of which will require some years to complete.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	50,000	0	50,000	250,000	500,000	500,000	500,000	1,800,000	1,850,000
	0	50,000	0	50,000	250,000	500,000	500,000	500,000	1,800,000	1,850,000

**Policy/Comprehensive Plan Information**

The federal NPDES MS4 permit will incorporate the terms of the BMAP Interlocal agreements.

**Operating Budget Impact**

Funding Source	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned
106 Transportation Trust	0	35,000	60,000	60,000	60,000
	<b>0</b>	<b>35,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>

This project will have an annual impact on the operating budget. The following are estimated impacts:

FY15:  
\$35,000 Increased Maintenance

FY16 – FY18:  
\$25,000 Additional Stormwater Structures  
\$35,000 Increased Maintenance







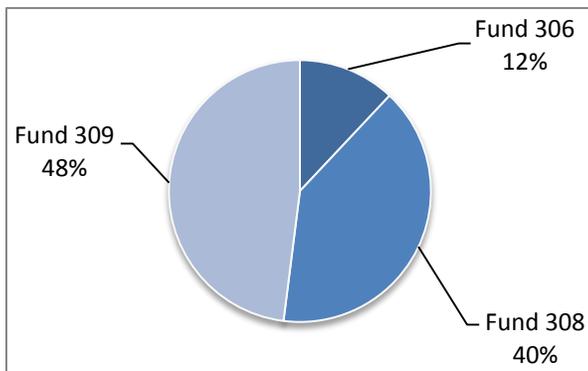
Overview

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 FY14 include: Arterial/Collector Resurfacing, Local Road Resurfacing, Community Safety & Mobility, and Intersection & Safety Improvements.

Funding Sources

Figure 24.8 shows that 40% (\$2,800,000) of the FY14 transportation budget is funded by the Sales Tax Fund (Fund 308). The Gas Tax Fund (Fund 306) funds 12% (\$831,200), and the Sales Tax Extension Fund (Fund 309) funds 48% (\$3,350,000).

**Figure 24.8  
FY14 Transportation Projects  
By Funding Source**



Managing Departments

Table 24.15 shows that Engineering Services will manage the majority of the FY14 transportation capital improvement projects. Engineering Services will manage 67% of the total transportation budget for FY14. Fleet Management will manage 11% and Public Works Operations will manage 22%.

**Table 24.15  
FY14 Transportation Projects  
By Managing Department**

Managing Department	# of Projects	FY14 Budget
Engineering Services	6	\$5,660,000
Fleet Management	1	\$586,000
Public Works Operations	2	\$735,200
<b>Total</b>	<b>9</b>	<b>\$6,981,200</b>

Operating Budget Impacts

Table 24.16 shows the estimated impacts that some Transportation projects have on the operating budget. Impacts are shown in the fiscal year which they are anticipated to begin as well as the out-years that are affected by additional operating costs. These impacts are only estimates and are subject to change.

**Table 24.16  
Transportation Operating Budget Impacts**

Project	Project #	FY14 Estimate	FY15 Estimate	FY16 Estimate	FY17 Estimate	FY18 Estimate
Community Safety & Mobility	056005	7,000	7,000	7,000	7,000	7,000
<b>Total</b>		<b>\$7,000</b>	<b>\$7,000</b>	<b>\$7,000</b>	<b>\$7,000</b>	<b>\$7,000</b>

# Leon County Fiscal Year 2014 – 2018 Capital Improvement Program

## Transportation Index

Page	Project	#	Life to Date FY 2012	Adj Bud FY 2013	FY 2014 Budget	FY14-FY18 Total	Project Total
24-120	Arterial & Collector Roads Pavement Markings	026015	224,113	154,296	135,200	676,000	1,054,409
24-121	Arterial/Collector Resurfacing	056001	19,929,020	6,520,038	3,200,000	16,000,000	42,449,058
24-122	Bannerman Road	054003	2,201,866	1,005,759	-	-	3,207,625
24-123	Beech Ridge Trail	054010	15,856	833,513	-	-	849,369
24-124	CARDS Transportation Program: Start-up Costs	057900	237,358	5,000	-	-	242,358
24-125	Community Safety & Mobility	056005	5,464,700	1,427,093	750,000	1,420,270	8,312,063
24-126	Fleet Management Shop Equipment	026010	91,082	80,413	-	125,000	296,495
24-127	FDOT Permitting Fees	056007	531,450	100,000	50,000	250,000	881,450
24-128	Intersection and Safety Improvements	057001	5,875,883	7,417,515	750,000	1,855,854	15,149,252
24-129	Local Road Resurfacing	057005	3,951,540	268,454	850,000	1,700,000	5,919,994
24-130	North Monroe Turn Lane	053003	1,855,287	2,743,926	-	-	4,599,213
24-131	Open Graded Cold Mix Maintenance/Resurfacing	026006	10,178,219	1,351,989	600,000	1,800,000	13,330,208
24-132	Public Works Design and Engineering Services	056011	76,384	60,000	60,000	300,000	436,384
24-133	Public Works Vehicle & Equipment Replacement	026005	7,983,368	983,779	586,000	43,93,000	13,360,147
24-134	Pullen Road at Old Bainbridge Road	053002	263,974	1,217,676	-	-	1,481,650
24-135	Talpeco Road & Highway 27 North	053005	121,454	281,580	-	-	403,034
24-136	Transportation and Stormwater Improvements	056010	4,952,788	5,730,597	-	2,000,000	12,683,385
Transportation Total			<b>\$63,954,342</b>	<b>\$23,661,590</b>	<b>\$6,981,200</b>	<b>\$30,520,124</b>	<b>\$124,656,094</b>

The Capital Improvement projects highlighted are fully funded in FY13. It is anticipated that these projects will be carryforward into the next fiscal year.





Bannerman Road

Dept/Div: **Engineering Services**  
 Project #: **054003**  
 Service Type: **Transportation**  
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **Yes**  
 Capital Improvement: **Roadways**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **F**

**Project Description/Justification**

This project is for improvements to Bannerman Road from Meridian Road to Thomasville Road. In FY 2009, the Board revised the scope of this project in order to focus on a Corridor Study to determine the options for potential widening of the road. Project funds were reallocated to provide for the resurfacing of the road and have been completed. The Corridor Study has been completed and the Final Report was accepted by the Board on December 11, 2012. The reconstruction of the Bull Headley intersection is underway. Construction funds have not been identified for the completion of this project.

**Financial Summary**

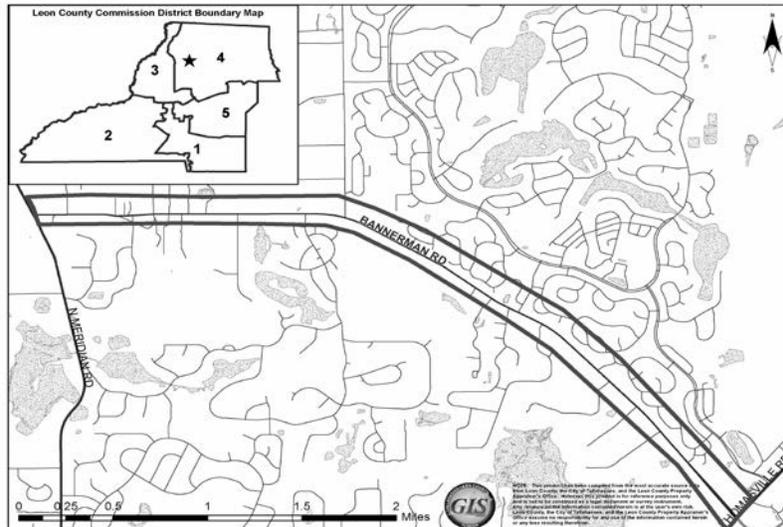
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
308 Sales Tax	2,201,866	1,005,759	211,101	0	0	0	0	0	0	3,207,625
	2,201,866	1,005,759	211,101	0	0	0	0	0	0	3,207,625

**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 Chapters 334 & 336 - direct counties responsibilities to maintain county road systems

**Operating Budget Impact**

This project may result in the creation of new stormwater treatment facilities which will impact the operating budget of the Division of Operations.



Beech Ridge Trail

Dept/Div: **Engineering Services**  
 Project #: **054010**  
 Service Type: **Transportation**  
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **Yes**  
 Capital Improvement: **Roadways**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the extension of Beech Ridge Trail from Kinhega Drive to Bannerman Road in accordance with the Mediated Settlement Agreement approved by the Board on February 12, 2002. This project includes a curb and gutter section roadway with underground drainage, bike lanes, sidewalks and signalization at one of the new intersections.

As part of the agreement, the Developer assumed most of the responsibility for this road construction with the County to complete the road across the Kinhega right of way and construction of a roundabout intersection.

**Financial Summary**

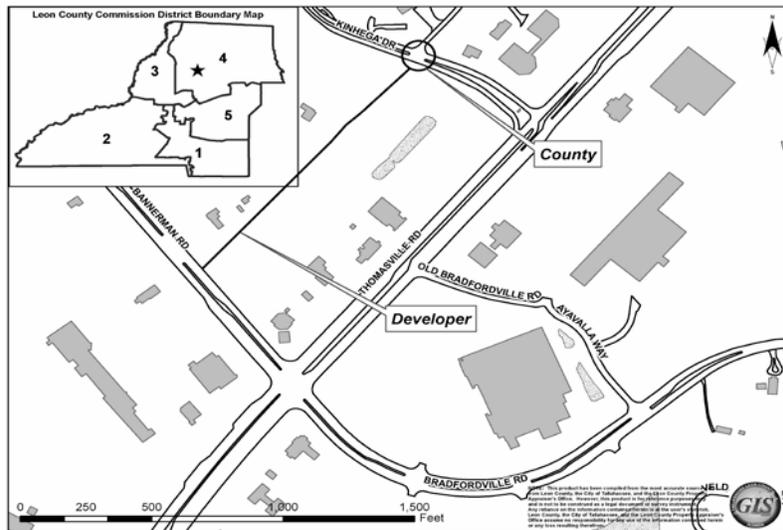
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
125 Grants	0	246,662	0	0	0	0	0	0	0	246,662
308 Sales Tax	15,856	586,851	525	0	0	0	0	0	0	602,707
	15,856	833,513	525	0	0	0	0	0	0	849,369

**Policy/Comprehensive Plan Information**

Comprehensive Plan Reference: INTERGOVERNMENTAL TRANSPORTATION PLANNING Objective 1.11: [T] Develop the traffic circulation system in Tallahassee and Leon County in conjunction with the programs of the Tallahassee-Leon County Metropolitan Planning Organization, the Florida Department of Transportation, the City of Tallahassee and Leon County.

**Operating Budget Impact**

This project will result in the creation of new stormwater treatment facilities which will impact the operating budget of the Division of Operations. This project will also result in the creation of additional areas to be resurfaced which will be addressed in the Arterial/Collector Resurfacing project.



CARDS Transportation Program: Start Up Costs

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>057900</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

The County Acquisition of Roads and Drainage (CARDS) Transportation Program is for start-up costs for road and associated drainage improvements in accordance with Leon County Code of Laws, Chapter 16, Article II. The CARDS Transportation Program provides an opportunity for County residents who live on privately maintained roads and drainage systems to have their roads and drainage systems upgraded to County maintainable standards and then accepted into the County system for perpetual maintenance thereafter. If a 2/3 majority of the residents wish to utilize this program, the County will acquire ownership of the right-of-ways and easements necessary for County maintenance and the County will improve those systems. The program requires 100% of the right-of-way be donated to the County.

Upon completion, the total cost of the upgrade is assessed to all of the residents in the defined area. A separate Capital Improvement Project, CARDS Stormwater Program: Start-up Costs provides similar relief with County assistance where the cause of the problem is flooding during severe storm events.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	237,358	5,000	2,617	0	0	0	0	0	0	242,358
	237,358	5,000	2,617	0	0	0	0	0	0	242,358

**Policy/Comprehensive Plan Information**

Leon County Code of Ordinances Chapter 16, Article II, Section 16-28

**Operating Budget Impact**

N/A











North Monroe Turn Lane

Dept/Div: **Engineering Services**  
 Project #: **053003**  
 Service Type: **Transportation**  
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **Yes**  
 Capital Improvement: **Roadways**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **E**

**Project Description/Justification**

This project is for the modification of North Monroe Street to add a continuous right turn lane northbound from John Knox Road to the terminus of the Interstate 10 right turn lane and its ramps. The project design has been completed under the Florida Department of Transportation's County Incentive Grant Program and the County received a \$359,553 match for the design. The Florida Department of Transportation provided \$1 million in funding for Temporary Construction Easement acquisitions through a Joint Project Agreement executed in December 2012.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
125 Grants	359,553	1,000,000	30,869	0	0	0	0	0	0	1,359,553
341 Impact Fee - Countywide Road District	1,495,734	1,743,926	2,772	0	0	0	0	0	0	3,239,660
	<b>1,855,287</b>	<b>2,743,926</b>	<b>33,641</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,599,213</b>

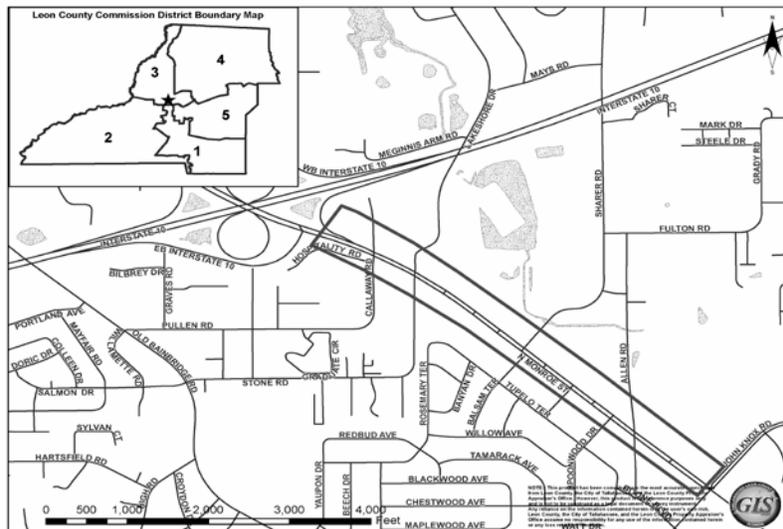
**Policy/Comprehensive Plan Information**

Comprehensive Plan Reference: INTERGOVERNMENTAL TRANSPORTATION PLANNING Objective 1.11: [T] Develop the traffic circulation system in Tallahassee and Leon County in conjunction with the programs of the Capital Region Transportation Planning Agency (composed of the Leon County Board of County Commissioners and the Tallahassee City Commission), the Florida Department of Transportation, the City of Tallahassee and Leon County.

Leon County Code of Laws Paragraph 10-603(c): The monies deposited into the countywide road impact fee trust account shall be used solely to provide improvements and additions to the designated state roads required to accommodate traffic generated by growth as projected in the impact fee study.

**Operating Budget Impact**

N/A



Open Graded Cold Mix Maintenance and Resurfacing

Dept/Div:	<b>Public Works - Operations</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>026006</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project provides funding for materials and contract services associated with asphalt maintenance on Leon County's Open Grade Mix roadways. Prior to its sunset, the Alternative Stabilization Program was successful in stabilizing approximately 50 miles of County maintained dirt roads. Since the sunset of the Alternative Stabilization Program, maintenance on these roads is performed by the Division of Operations' Transportation Program.

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 mat 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.

**Financial Summary**

Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	415,987	0	0	0	0	0	0	0	0	415,987
308 Sales Tax	9,762,232	1,351,989	754,367	600,000	600,000	46,669	0	0	1,246,669	12,360,890
309 Sales Tax - Extension	0	0	0	0	0	53,331	400,000	100,000	553,331	553,331
	<u>10,178,219</u>	<u>1,351,989</u>	<u>754,367</u>	<u>600,000</u>	<u>600,000</u>	<u>100,000</u>	<u>400,000</u>	<u>100,000</u>	<u>1,800,000</u>	<u>13,330,208</u>

**Policy/Comprehensive Plan Information**

Florida Statute 336 - requires that local governments maintain infrastructures within their jurisdictions

**Operating Budget Impact**

N/A





Pullen Road at Old Bainbridge Road

Dept/Div: **Engineering Services**  
 Project #: **053002**  
 Service Type: **Transportation**  
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **Yes**  
 Capital Improvement: **Roadways**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **F**

**Project Description/Justification**

This project is for improvements to Pullen Road at Old Bainbridge Road including the addition of left turn lanes, traffic signalization or an alternative, related stormwater infrastructure and pedestrian, and ADA facilities. Funding includes \$145,520 in River's Landing concurrency mitigation dollars and \$249,995 in Sagebrook Mill concurrency mitigation dollars.

**Financial Summary**

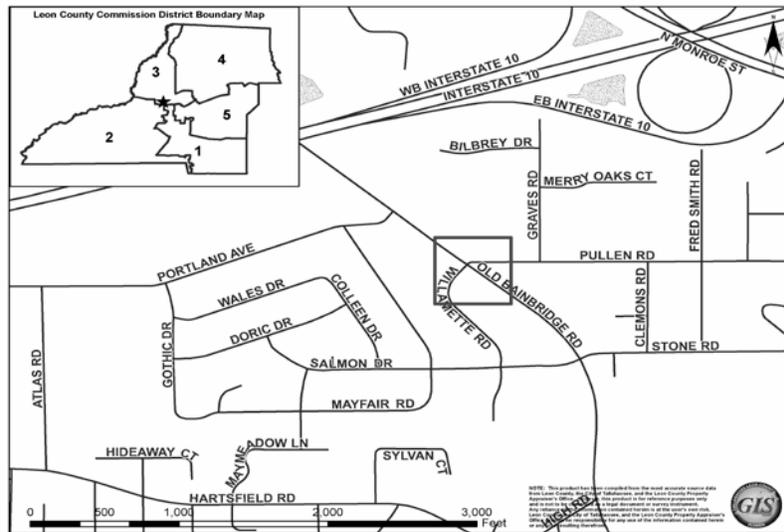
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
125 Grants	102,612	292,903	0	0	0	0	0	0	0	395,515
308 Sales Tax	0	546,489	0	0	0	0	0	0	0	546,489
343 Impact Fee - Northwest Urban Collector	161,362	378,284	2,475	0	0	0	0	0	0	539,646
	263,974	1,217,676	2,475	0	0	0	0	0	0	1,481,650

**Policy/Comprehensive Plan Information**

Comprehensive Plan Reference: 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.

**Operating Budget Impact**

It is anticipated that stormwater facilities will be shared with other City of Tallahassee projects in the area and will not result in operating impacts to the County.



Talpeco Road & Highway 27 North

Dept/Div: **Engineering Services**  
 Project #: **053005**  
 Service Type: **Transportation**  
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **Yes**  
 Capital Improvement: **Roadways**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **E**

**Project Description/Justification**

This project is for the installation of a right turn lane from Talpeco Road onto Highway 27 North (Monroe Street). This project will also provide related stormwater infrastructure as necessary. This project is listed on the County's Intersection Improvement Prioritization list approved by the Board in 2000.

This project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County.

**Financial Summary**

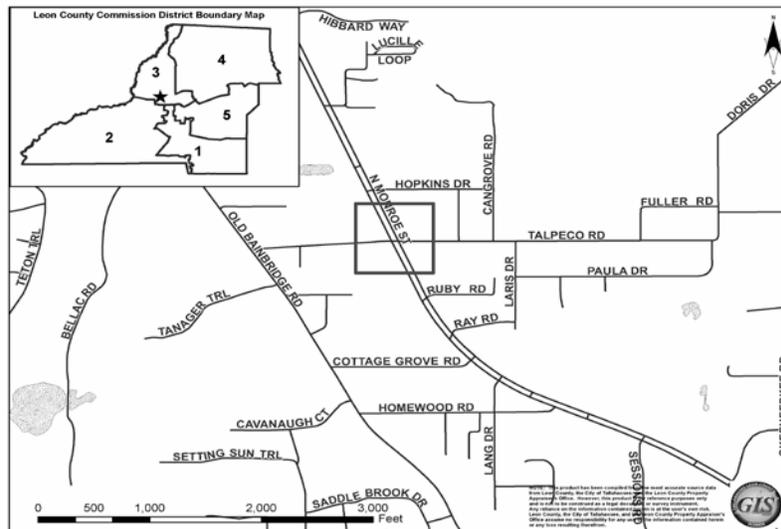
Funding Source	Life To Date FY 2012	Adjusted Budget FY 2013	Year To Date FY 2013	FY 2014 Budget	FY 2015 Planned	FY 2016 Planned	FY 2017 Planned	FY 2018 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	121,454	281,580	11,620	0	0	0	0	0	0	403,034
	121,454	281,580	11,620	0	0	0	0	0	0	403,034

**Policy/Comprehensive Plan Information**

Comprehensive Plan Reference: 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.

**Operating Budget Impact**

This project adds a turn lane resulting in minimal additional pavement to manage.







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**SECTION 1. HOME RULE CHARTER.**

The proposed Home Rule Charter of Leon County, Florida, shall read as follows:

**PREAMBLE**

We, the citizens of Leon County, Florida, united in the belief that governmental decisions affecting local interests should be made locally, rather than by the State, and that County government should be reflective of the people of the County and should serve them in achieving a more responsive and efficient form of government and in order to empower the people of this County to make changes in their own government, do ordain and establish this Home Rule Charter for Leon County, Florida.

**ARTICLE I. CREATION, POWERS AND ORDINANCES OF HOME RULE CHARTER GOVERNMENT**

**Sec. 1.1. Creation and general powers of Home Rule Charter government.**

The County shall have all powers of self-government not inconsistent with general law, with special law approved by vote of the electors, or with this Charter. The County shall have all county and municipal powers of self-government granted now or in the future by the Constitution and laws of the State of Florida.

**Sec. 1.2. Body corporate, name, and boundaries.**

Leon County shall be a body corporate and politic. The corporate name shall be Leon County, Florida. The County seat and boundaries shall be those designated by law on the effective date of this Home Rule Charter.

**Sec. 1.3. Construction.**

The powers granted by this Home Rule Charter shall be construed broadly in favor of the charter government. The specified powers in this Charter shall not be construed as limiting, in any way, the general or specific power of the government as stated in this article. It is the intent of this article to grant to the charter government full power and authority to exercise all governmental powers necessary for the effective operation and conduct of the affairs of the charter government.

**Sec. 1.4. County Purposes.**

The County, operating under this Charter, shall have all special powers and duties which are not inconsistent with this Charter, heretofore granted by law to the Board of County Commissioners, and shall have such additional county and municipal powers as may be

required to fulfill the intent of this Charter.

**Sec. 1.5. Municipal Purposes.**

The County shall have all necessary municipal powers to accomplish municipal purposes within the County.

In the event the Board of County Commissioners levies the Municipal Public Services Tax on utilities, any additional recurring or non-recurring fee or charge imposed on a utility relating to the use or occupation of the public rights-of-way shall not exceed what is reasonably necessary to properly monitor and enforce compliance with the County's rules and regulations concerning placement and maintenance of utility facilities in the public rights-of-way.

**Sec. 1.6. Relation to Municipal Ordinances.**

(1) Except as otherwise provided by law or this Charter, municipal ordinances shall prevail over County ordinances to the extent of any conflict within the boundaries of the municipality. To the extent that a county ordinance and a municipal ordinance shall cover the same subject without conflict, then both the municipal ordinance and the county ordinance shall be effective, each being deemed supplemental to the other.

(2) *Minimum Environmental Regulations.* County ordinances shall establish minimum standards, procedures, requirements and regulations for the protection of the environment and shall be effective within the unincorporated and incorporated areas of the County. Such standards, procedures, requirements and regulations shall include, but shall not be limited to, tree protection, landscaping, aquifer protection, stormwater, protection of conservation and preservation features, and such other environmental standards as the Board of County Commissioners determines to be necessary for the protection of the public health, safety, and welfare of the citizens throughout Leon County. Standards shall be designed to place emphasis on supporting healthy natural systems occurring in the environment. However, nothing contained herein shall prohibit a municipality from adopting ordinances, standards, procedures, requirements or regulations establishing a more stringent level of environmental protection within the incorporated areas of the County. (Ord. No. 2010-22, § 8-17-10)

**Sec. 1.7. Transfer of Power.**

Whenever a municipality, special district or agency shall request by a majority vote of the governing body the performance or transfer of a function to the County, the County is so authorized by a majority vote of the Board of County Commissioners to have the power and authority to assume and perform such functions and obligations. This section does not authorize a transfer in violation of Article VIII, § 4 of the

Constitution of Florida.

**Sec. 1.8. Division of Powers.**

This Charter establishes the separation between legislative and administrative functions of this government. The establishment and adoption of policy shall be the responsibility of the Board of County Commissioners and the execution of that policy shall be the responsibility of the County Administrator.

**Sec. 1.9. Relation to State Law.**

Special laws of the state legislature relating to or affecting Leon County and general laws of local application which apply only to Leon County, except those laws relating exclusively to a municipality, the school board, or a special district, shall be subject to approval by local referendum to the extent that they are not in conflict with this Charter. All special laws so approved shall become ordinances, and may be subject to amendment or repeal by the Board of County Commissioners.

**ARTICLE II. ORGANIZATION OF COUNTY GOVERNMENT**

**Sec. 2.1. Elected Commission and appointed County Administrator form of government.**

Leon County shall operate under an elected County Commission and an appointed County Administrator form of government with separation of legislative and executive functions in accordance with the provisions of this Home Rule Charter. The legislative responsibilities and powers of the County shall be assigned to, and vested in, the Board of County Commissioners. The executive responsibilities and power of the County shall be assigned to, and vested in, the County Administrator, who shall carry out the directives and policies of the Board of County Commissioners and enforce all orders, resolutions, ordinances and regulations of the Board, the Charter and all applicable general law to assure that they be faithfully executed.

**Sec. 2.2. Legislative Branch.**

**(1) The County Commission.**

The governing body of the County shall be a Board of County Commissioners composed of seven (7) Members serving staggered terms of four (4) years. There shall be one (1) Commissioner elected for each of the five (5) County Commission districts, established pursuant to general law or by ordinance, and they shall be elected by the electors of that district. There shall be two (2) At-large Commissioners elected on a countywide basis by the electors of the County. Elections for all seven (7) members of the County Commission shall be non-partisan. Each candidate for the office of district County Commissioner shall reside

within the district from which such candidate seeks election at the time of qualifying to run for that office, and during the term of office each Commissioner shall reside in the district from which such Commissioner ran for office, provided that any Commissioner whose residence is removed from a district by redistricting may continue to serve during the balance of the term of office.

**(2) Redistricting.**

Redistricting of County Commission district boundaries shall be in accordance with general law, changed only after notice and a public hearing as provided by general law.

**(3) Salaries and Other Compensation.**

Salaries and other compensation of the County Commissioners shall be established by ordinance, and salary shall not be lowered during an officer's term in office.

**(4) Authority.**

The Board of County Commissioners shall exercise all legislative authority provided by this Home Rule Charter in addition to all other powers and duties authorized by general law or special law approved by a vote of the electorate.

**(5) Vacancies.**

A vacancy in the office of County Commissioner shall be defined and filled as provided by general law.

**(6) Administrative Code.**

The County Commission shall adopt an administrative code in accordance with general law.

**(7) Limitation on Campaign Contributions.**

No candidate for any County office for which compensation is paid shall accept any contribution from any contributor, including a political committee, as defined by state law, in cash or in kind, in an amount in excess of \$250 per election. (Ord. No. 2010-21, § 1, 8-17-10)

**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

County Charter

Board to remove the County Administrator was adopted by majority vote of those present and voting. The County Administrator shall be the chief executive officer of the County and all executive responsibilities and powers shall be assigned to, and vested in, the County Administrator. The County Administrator shall exercise all executive authority provided by this Home Rule Charter and all other powers and duties authorized by general or special law.

(B) The County Administrator shall be chosen on the basis of his/her professional qualifications, administrative and executive experience, and ability to serve as the chief administrator of the County. The County Administrator shall reside within the County during his/her tenure as County Administrator.

(C) The compensation of the County Administrator shall be fixed by the Board of County Commissioners at a level commensurate with the responsibilities of the position, with performance appraisals conducted by the Board of County Commissioners at least annually.

(D) A vacancy in the office shall be filled in the same manner as the original appointment. The County Administrator may appoint an Acting County Administrator in the case of his/her temporary vacancy.

**(2) Senior Management.**

The County's senior management employees, with the exception of the County Attorney's staff, shall serve at the pleasure of the County Administrator, who may suspend or discharge senior management personnel with or without cause.

**(3) Non-interference by Board of County Commissioners.**

Except for the purpose of inquiry and information, members of the Board of County Commissioners are expressly prohibited from interfering with the performance of the duties of any employee of the county government who is under the direct or indirect supervision of the County Administrator or County Attorney by giving said employees instructions or directives. Such action shall constitute malfeasance within the meaning of Article IV, Section 79a0 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, 8-17-10; Ord. No. 2010-24, § 1, 8-17-10; Ord. No. 2010-25, § 1, 8-17-10)

**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.

**ARTICLE III. ELECTED COUNTY CONSTITUTIONAL OFFICERS**

**Sec. 3.1. Preservation of Constitutional Offices.**

The offices of the Sheriff, Property Appraiser, Tax Collector, Clerk of the Circuit Court and Supervisor of Elections shall remain as independently elected constitutional offices, and the status, powers, duties and functions of such offices, shall not be altered by this Home Rule Charter, or any revisions or amendments hereto, except as provided in Section 5.2 below. The constitutional officers shall perform their executive and administrative functions as provided by law.

**Sec. 3.2. Non-Partisan Elections.**

**(1) Non-Partisan Offices.**

The Supervisor of Elections shall be non-partisan.

**(A) Non-Partisan Election Procedures.**

If three or more candidates, none of whom is a write-in candidate, qualify for such office, the names of those candidates shall be placed on a non-partisan ballot at the first primary election. If no candidate for such office receives a majority of the votes cast for such office in the first primary election, the names of the two candidates receiving the highest number of votes for such office shall be placed on the general election ballot.

**(B) Qualification by Petition.**

A candidate for non-partisan office may qualify for election to such office by means of the petitioning process provided in general law.

**Sec. 3.3. Clerk Auditor.**

(1) The Leon County Clerk of the Court shall serve as the Auditor to the Commission as specified by law. The Clerk shall employ a Certified Internal Auditor, Certified Public Accountant, or such other person qualified by education or experience in governmental accounting, internal auditing practices and fiscal

controls, which shall include at least five (5) years experience in professional accounting, auditing, governmental fiscal administration or related experience, unless the Clerk holds such qualifications. The Board of County Commissioners shall fund the audit function of the Clerk.

**(2) Audit Committee.**

There shall be a five member Audit Committee of which two members shall be appointed by the County Commission and three by the Clerk. The Audit Committee shall adopt an annual plan of work for the Auditor and shall oversee the work of the Auditor. The Audit Committee members shall be residents of Leon County, none of whom may be an employee or officer of County government, and who have experience as a public accountant, internal auditor, or as a financial manager for a public, private or not for profit institution. The purpose of the Committee is to promote, maintain, and enhance the independence and objectivity of the internal audit function by ensuring broad audit coverage, adequate consideration of audit reports, and appropriate action on recommendations. Clerk shall provide for the organization and duties of the audit committee, including membership terms, voting procedures, officers, sub-committees, meeting schedules and staff support.

**Sec. 3.4. Limitations 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, 8-17-10)

**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 therefore. Any such ordinances shall embrace but one (1) subject and matter directly connected therewith. The sponsor shall cause a notice of such submission to be published within fourteen (14) days thereof in a newspaper of general circulation in the County. The allowable period for obtaining signatures on the petition shall be completed not later than one (1) year after initial receipt of the petition by the Supervisor of Elections. The sponsor shall comply with all requirements of general law for political committees, and shall file quarterly reports with the Supervisor of Elections stating, to the best of the sponsor's information and belief, the number of signatures procured. The time and form of such reports may be prescribed by ordinance. When a sufficient number of signatures are 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

County Charter

repeal an ordinance adopted by initiative prior to the next succeeding general election, without the approval of a majority of the electors voting at a referendum called for that purpose.

**(4) Limitation on Ordinances by Initiative.**

The power to enact, amend or repeal an ordinance by initiative shall not include ordinances or provisions related to County budget, debt obligations, capital improvement programs, salaries of County officers and employees, the assessment or collection of taxes, or the zoning of land.

**Sec. 4.2. Recall.**

All members of the Board of County Commissioners shall be subject to recall as provided by general law.

**ARTICLE V. HOME RULE CHARTER  
TRANSITION, AMENDMENTS, REVIEW,  
SEVERANCE, EFFECTIVE DATE**

**Sec. 5.1. Home Rule Charter Transition.**

**(1) General Provisions.**

Unless expressly provided otherwise in this Home Rule Charter, the adoption of this Charter shall not affect any existing contracts or obligations of Leon County; the validity of any of its laws, ordinances, regulations, and resolutions; or the term of office of any elected County officer, whose term shall continue as if this charter had not been adopted.

**(2) Initial County Commissioners.**

The persons comprising the Leon County Board of County Commissioners on the effective date of this Charter shall become the initial members of the Board of County Commissioners of the Charter government and shall perform the functions thereof until the normal expiration of their terms or until the election and qualification of their successors as provided by law.

**(3) Outstanding Bonds.**

All outstanding bonds, revenue certificates, and other financial obligations of the County outstanding on the effective date of this Charter shall be obligations of the Charter government. All actions taken by the former government relating to the issuance of such obligations are hereby ratified and confirmed. Payment of such obligations and the interest thereon shall be made solely from, and charged solely against, funds derived from the same sources from which such payment would have been made had this Charter not taken effect.

**(4) Employees Continuation.**

All employees of the former County government shall, on the effective date of this Charter, become

employees of the County government created by this Charter. All existing wages, benefits, and agreements, and conditions of employment shall continue, until modified by lawful action of the County Commission.

**Sec. 5.2. Home Rule Charter Amendments.**

**(1) Amendments Proposed by Petition.**

(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 Section 125.63, Florida Statutes.

(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 Section 125.64, Florida Statutes.

(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

County Charter

Board of County Commissioners by an affirmative vote of a majority plus one (1) of the memberships of the Board. Each proposed amendment shall embrace but one (1) subject and matter directly connected therewith.

Each proposed amendment shall only become effective upon approval by a majority of the electors of Leon County voting in a referendum at the next general election. The Board of County Commissioners shall give public notice of such referendum election at least ninety (90) days prior to the general election referendum date.

(B) If approved by a majority of those electors voting on the amendment at the general election, the amendment shall become effective on the date specified in the amendment, or, if not so specified, on January 1 of the succeeding year.

**Sec. 5.3. Severance.**

If any provision of this Charter or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the Charter which can be given effect without the invalid provision or application, and to this end the provisions of the Charter are declared severable.

**Sec. 5.4. Home Rule Charter effective date.**

This Charter shall become effective November 12, 2002.

## 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 our 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.



**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.
- The Board of County Commissioners to continue to reflect fiscal restraint through the development of the annual budget by either decreasing appropriations or increasing revenues, when deficits are anticipated.

**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 adopted 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:

**Amending the Budget Policy, No. 97-11(Cont.)**

- Allows program managers to amend their operating budgets and personal services budgets up to 10 percent of the total on an aggregate basis between line items within programs with a \$50,000 cap, upon County Administrator approval.
- Designates the Office of Management and Budget the responsibility for monitoring and enforcing the provisions for amending the budget based upon policies adopted by the Board.
- Allows the County Administrator to authorize intrafund transfers up to \$250,000. Intrafund transfers exceeding \$250,000 and all interfund transfers must be approved by a majority vote of the Board.
- Requests for use of reserves for contingency must be approved by a majority vote of the Board.

**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. 02-12**

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.

**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, adopted by the Board of County Commissioners on November 16, 2004, is hereby superseded, and a revised policy is hereby adopted in its place, to wit:

The County will establish fiscal planning practices to:

1. Provide that the annual operating and capital budget for Leon County shall be developed in conformity with the Tallahassee-Leon County Comprehensive Plan by the Office of Management and Budget, under the advisement of the County Administrator and adopted as provided in State law by a majority vote of the Board of County Commissioners presiding in a public hearing.
2. Provide for the development and annual review of a capital improvement budget. This budget shall contain a 5-year plan for acquisition and improvement of capital investments in the areas of facilities, transportation, equipment, and drainage. This budget shall be coordinated with the annual operating budget.
3. Provide that the Board of County Commissioners will continue to reflect fiscal restraint through the development of the annual budget. In instances of forthcoming deficits, the Board will either decrease appropriations or increase revenues.
4. Provide that the County will strive to better utilize its resources through the use of productivity and efficiency enhancements while at the same time noting that the costs of such enhancements should not exceed the expected benefits.
5. Provide that expenditures which support existing capital investments and mandated service programs will be prioritized over those other supporting activities or non-mandated service programs.
6. Provide that the County Administrator shall be designated Budget Officer for Leon County and will carry out the duties as set forth in Ch.129, F.S.
7. Provide that the responsibility for the establishment and daily monitoring of the County's accounting system(s), shall lie with the Finance Division of the Clerk of the Circuit Court, and that the oversight of investment and debt management for the government of Leon County shall lie with the Board of County Commissioners.
8. Annually, prior to March 31, the Board of County Commissioners will:
  - A. Establish a budget calendar for the annual budget cycle.
  - B. Confirm the list of permanent line item funded agencies that can submit applications for funding during the current budget cycle.
  - C. 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.

#### **Policy for Dues and Memberships:**

##### **Policy No. 93-46**

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that: Policy No. 77-7, adopted by the Board of County Commissioners on June 21, 1977, is hereby repealed and superseded, and a new policy is hereby adopted in its place, to wit:

Organizations to which dues and memberships are paid for a County employee by Leon County shall be listed in a department's/division's annual budget request submission to the Office of Management and Budget and reviewed for their appropriateness to the employee's job responsibilities with final denial/approval of such membership(s) by the County Administrator or his/her designee during the development phase of the tentative budget. Any request for County-paid employee memberships made during the fiscal year shall be submitted to the Office of Management and Budget for review with final denial/approval by the County Administrator. All memberships paid by the County for its departments/divisions shall follow the same review and approval process as that of a County Employee as outlined in this policy.

#### **Policy for Debt Management and Other Investments:**

##### **Policy No. 93-47**

It shall be the policy of the Board of County Commissioners of Leon County, Florida that: Policy No. 92-6, adopted by the Board of County Commissioners on March 10, 1992, is hereby superseded and repealed, and a new policy is hereby adopted in its place, to wit: Debt management and investment practices are established to:

1. Ensure that capital projects financed through the issuance of bonds will not be financed for a period that exceeds the useful life of the project or the life of the supporting revenue source.

2. Ensure that interest, operating or maintenance expenses will be capitalized only for facilities or enterprise activities and will be limited to those expenses encumbered prior to the actual operation of the facility or its improvement.
3. Provide that debt for Leon County, Florida shall be limited to an amount which will not prevent the County from maintaining sources of available revenues for service of debt at 135% of annual debt service. The State of Florida does not mandate legal debt limitation for local governments.
4. Provide that the County will limit its investments to only the safest types of securities, to include those backed by the U.S. Government or its agencies and those which provide insurance or the legally required backing of the invested principal.
5. Provide that, unless market conditions otherwise require, not more than fifteen (15) percent of the County's investment portfolio shall be placed in any one institution other than those securities issued or guaranteed by the U.S. Government or its agencies or the State Board of Administration of the State of Florida.
6. Provide that the investment portfolio of Leon County, Florida must be structured in such a manner to provide sufficient liquidity to pay obligations as they become due. The investment portfolio shall be diversified by type of investment, issuer, and dates of maturity in order to protect against fluctuations in the market economy. At least fifteen percent (15%) of the County's portfolio shall be kept in liquid investments which are available on a daily basis, without loss of principal.
7. Provide that the clear title to principal and collateral backing for all investments shall be maintained by Leon County, in the County's own bank, or a third party agent under agreement to the County.
8. Provide that the Board of County Commissioners seeks to optimize return on investments within the constraints of safety and liquidity. The purchase and sale of securities shall be at competitive prices based on market conditions.
9. Provide that Leon County will use only major banks, brokers or dealers which have been selected after review of their qualifications, size, capitalization, inventories handling and reputation.
10. Provide that Leon County will not place funds with any institution which is less than three (3) years old.
11. Provide that the Board shall adopt a plan by October 1 of each year to govern the policies and procedures for the investment of surplus funds of the County based on the criteria as set forth in the County's Investment Ordinance for Surplus Funds, No. 93-3.
12. Provide that collateral shall be required for any re-purchase agreement, not covered under Chapter 280, Florida Statutes. Collateral placed for any re-purchase agreement will be governed by the same terms as those defined in the County's Investment Ordinance for Surplus Funds, No. 93-3.
13. Provide that the County shall establish a County Investment Oversight Committee whose membership and duties shall be governed by the provisions as set forth in the County's Investment Ordinance for Surplus Funds, Policy No. 93-3.

**Policy for Amending the Budget**  
**Policy No. 97-11**

The County will establish practices for the operation and amending of the annual budget to:

1. Provide that all amendments/transfers of funds will first be reviewed by the director(s) of the requesting department/division, followed by a second review by the Office of Management and Budget, prior to submission and subsequent approval/denial by the County Administrator and/or the Board of County Commissioners, as set forth by the following provisions of this policy.
2. Provide that:
  - A. Notwithstanding the provisions of paragraph 1, program managers shall have the flexibility to amend their operating expenditure budgets and personnel services budgets by up to 10 percent of the total on an aggregate basis between line items within programs with a \$50,000 cap, contingent upon approval by the County Administrator;
  - B. The County Administrator delegates to the Office of Management and Budget the responsibility for monitoring and enforcing the provisions of this paragraph based on policies adopted by the Board of County Commissioners.
3. Provide that, in addition to the provisions of paragraph 2, the County Administrator may authorize intrafund transfers up to \$250,000.
4. Provide that intrafund transfers greater than \$250,000, and all interfund transfers, must be approved by a majority vote of the Board of County Commissioners.
5. Provide that all requests for use of reserves for contingency must be approved by a majority vote of the Board of County Commissioners.

**Policy for Carry Forward Program:  
Policy No. 98-16**

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 94-8, entitled "Carry Forward Program" and adopted by the Board of County Commissioners on December 13, 1994, is hereby repealed and superseded, and a new policy is hereby adopted in its place, to wit:

The Carry Forward Program provides budget incentives to managers to improve financial management effectiveness and accountability. The program allows managers to carry forward into the ensuing fiscal year a portion of, or all, of the unexpected end-of-year funds for identifiable projects which will result in increased productivity, cost savings and/or increased efficiency. Those projects which receive the County Administrator's approval will be presented to the Board of County Commissioners prior to November 1 of each year.

**A. Eligibility Requirements**

The department manager must submit the program proposal to the Office of Management & Budget (OMB) no later than the deadline established by OMB. The proposal must include financial savings estimated based on the most recent financial data available. The department manager must clearly indicate in the Carry Forward Program how the County will realize an increase in productivity, save money or increase efficiency by approving the proposal.

Any request that was denied during the budget review process will be forwarded directly to the County Administrator for special review. The County Administrator will provide further direction to OMB.

Note: Those projects which were funded by the Board in the current fiscal year, and which were not completed, are not affected by this program. In such case, the manager must submit a "Carry Forward Request Form" to the Office of Management & Budget requesting that these funds be added to the budget of the ensuing fiscal year for the sole purpose of completing the projects for which the funds were appropriated in the previous fiscal year. The program must state on the "Carry Forward Request Form" why the project was not completed within the current fiscal year and the anticipated completion date.

**B. OMB Responsibilities**

The Office of Management & Budget shall review all proposals from department managers. The Office of Management & Budget will be responsible for the program activities listed below.

Verify the total amount of funds eligible to be carried forward into the ensuing fiscal year with the Finance Department.

Review an analysis of the proposed project to determine if it will increase productivity, save tax dollars and/or increase efficiency.

Make a recommendation of approval or denial to the County Administrator.

Notify the program manager in writing of whether the project was accepted or denied within two (2) working days of the County Administrator's final decision.

**Policy for Revenues:  
Financial Advisory Committee:  
Policy No. 00-1**

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

In order to ensure that financial matters which come before the Board of County Commissioners have been appropriately and thoroughly reviewed, a Finance Advisory Committee is hereby established which shall be comprised of the Leon County Administrator, the Leon County Attorney, the Director of Public Services, the Office of Management and Budget and the Clerk of Courts' Finance Director.

The Finance Advisory Committee shall review and make recommendations to the Board of County Commissioners on financial matters related to the Board of County Commissioners and all County boards and authorities. Such financial matters may include, but not be limited to, issuance of debt, selection of bond counsel, financial advisory services, bond underwriter services, underwriter counsel and arbitrage rebate compliance services.

**Leon County Investment Policy:  
Policy No. 02-12**

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 02-12, revised September 14, 2010; is superseded and a revised Policy No. 02-12, Leon County Investment Policy, is hereby adopted, to wit:

It is the policy of the Leon County Finance Division that:

**Introduction**

The following Investment Policy, within the context of the County's Investment Ordinance, is intended to set forth the framework within which the County's investment activities will be conducted. The Investment Policy establishes parameters for investment activity, which may be further restricted by the Investment Oversight Committee or by investment staff. The Investment Policy provides parameters to limit risk and ensure a broadly diversified portfolio. Upon approval of changes to the Investment Policy, existing holdings, which are inconsistent with the requirements, are exempt from the new Policy. These holdings will be managed prudently, while efforts are made to bring into compliance with new Policy.

In establishing this Investment Policy, the Board of County Commissioners recognizes the traditional relationship between risk and return and acknowledges that all investments whether they are for one day or years, involve a variety of risks related to maturity, duration, credit, market and reinvestment risk.

When choosing between alternative investments, staff should structure the portfolio based on an understanding of the variety of risks and basic principles of diversification on the structure of the portfolio. With adoption of this Investment Policy, the County recognizes the goals of preservation of principal, maintaining adequate liquidity and ultimately pursuing attractive total return in the portfolio management, in that order. Ongoing portfolio management is to add economic value to a portfolio under circumstances prevailing during the management process. This may necessitate the sale of securities at a loss in order to reduce portfolio risk (without material reduction in return) or to achieve a greater overall return (without assuming material amounts of additional risk) that could have been obtained if the original position had been held.

The Board recognizes the value of external, as well as internal, management. External management is best employed where greater knowledge and skills are required due to either the nature of the investment instruments, the risks associated with longer duration, or the need to closely monitor credit considerations. Internal management is best employed when risks are low, maturity considerations limited, and the ability for external management to enhance yield is limited by low overall interest rates.

**I. SCOPE**

This Policy applies to all funds held by the County in excess of those required to meet current expenses.

**II. GOALS**

The goal of the investment program, to the extent feasible, should be:

- A. To ensure that all of the public funds in possession of the County are invested 100% of the time in either interest-earning accounts or interest bearing securities;
- B. To produce investment income and price return (total return) at a level determined to be reasonable based on market dynamics or appropriate benchmarks.

**III. 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 the portfolio's overall duration setting maximum exposures by sector, defining appropriate levels of diversification, authorized transactions, and limiting exceptions.
- B. Maintenance of Adequate Liquidity-A portion of the County's overall portfolio should be maintained very liquid in order to meet operating, payroll, and ongoing capital requirements. Maintaining a core level of assets with the government pools, such as the Treasury Special Purpose Investment Account (SPIA) or other short-term entities, is viewed as the best way of maintaining secure asset values with sound investment practices.

The remainder of the overall portfolio should be managed in such a manner that funds can be liquidated in a reasonable amount of time, recognizing that there are other sources for day-to-day liquidity and that this portfolio is primarily available for income generation within the constraints of this Policy.

- C. Return Maximization-Return is of least importance compared to the safety and liquidity objectives above. Return maximization is to be guided by the predefined and acceptable levels of risk as defined in this Policy.

**IV. STANDARDS OF PRUDENCE**

The "prudent person" standard shall be applied in the management of the overall investment portfolio. 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.

The "prudent person" standard is herewith understood to mean the following:

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.

**V. ETHICAL STANDARDS**

Officers, employees and investment advisor vendors 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.

Limits of Liability - The County shall provide for the defense and indemnification of any Committee member who is made a party to any suit or proceeding, other than by an action of the County, or against whom a claim is asserted, by reason of their actions taken within the scope of their service as an appointed member of this committee. Such indemnity shall extend to judgments, fines, and amounts paid in settlement of such claim suit, or proceeding, including any appeal thereof. This protection shall extend only to members who have acted in good faith and in a manner, which they reasonably believe to be in, or not opposed to, the best interest of the County.

**VI. AUTHORITY**

Responsibility for the investment program is vested with the Clerk of the Circuit Court. 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. No person may engage in an investment transaction except as stated in the Internal Controls Section of this Policy.

The Clerk of the Circuit Court, as part of their responsibility, will establish procedures to implement this Policy and assure compliance.

## **VII. 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 the Committee with reports in sufficient detail as may be requested by the Committee in order for them to review the performance of the portfolio. 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 outside managers. The Board or the Committee may request additional meetings to discuss issues of concern or direction.

## **VIII. 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 or the volume of securities available to the portfolio, such outside resources would be in a better position to overcome such limitations. The securities purchased by the external manager on behalf of the County, or held by the fund in which the assets are invested, must be in compliance with the constraints identified by this Policy with respect to specific instruments, maturity, composition, credit, and diversification. 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.

External managers are selected through a competitive selection process (an RFP). 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. External managers will be evaluated and retained based upon their investment performance.

## **IX. SECURITY SELECTION PROCESS**

Securities selected for purchase or sale should seek to provide the highest rate of return within all relevant parameters considering current objectives, known needs of the portfolio and limitations of this Policy. Whenever practical, asset purchases and sales will be done through a competitive bid process, attempting to use as many as three bids for each transaction and records of all bids will be kept a minimum of two years. For the external manager, the process for selection of securities and broker firms will be exempt from this Policy.

Overnight Repurchase Agreements and other transactions with maturities at the time of purchase of seven days or less will be exempt from this requirement due to the short duration of the transaction and the inability to effectively bid this on a nightly basis.

## **X. RISK DIVERSIFICATION AND PORTFOLIO COMPOSITION**

The County recognizes that investment risks can result from issuer defaults, market price changes, changes in credit ratings, reinvestment of principal and interest, or various technical complications leading to temporary non-liquidity. Portfolio diversification and maturity limitations are employed as primary methods of controlling risk. Market value shall be the basis for determining portfolio percentages as required for the portfolio.

### **A. Issuer and Credit Risk**

The structure of the portfolio is designed to minimize credit risk. The majority of the securities held will be those of the highest available credit quality ratings. These would include government pools, U. S Government (AAA) securities, and commercial paper, of only the highest applicable rating. Staff will notify the IOC at any time holdings drop below the minimum credit ratings specified in this Policy. The IOC will consider the market environment and make recommendations to hold and continue to monitor the investments or liquidate the investments.

To further limit the County's risk against possible credit losses, a maximum of 3% of the total portfolio managed by the County's external manager may be held at any one time in all securities of any corporate entity, inclusive of commercial paper, medium term notes, or corporate notes and bonds.

For purposes of this Policy, the top nationally-recognized credit rating agencies (NRSROs) for all credit-sensitive securities are Moody's Investor Services, Standard and Poor's, and Fitch Investor Services.

#### B. Maturity and Interest Rate Risk

To meet the day-to-day operating needs of the County and to provide the readily-available cash to meet unforeseen temporary cash requirements, the portfolio shall maintain in liquid investments (defined as repurchase agreements purchased under the terms of the County's depository contract, open repurchase agreements, financial deposit instruments insured by the Federal Deposit Insurance Corporation, banker's acceptance, commercial paper, U S. Treasury direct and agency obligations, all having a maturity of 90 days or less, and the Treasury Special Purpose Investment Account) a minimum balance equal to one-twelfth of the then-current fiscal year's budgeted operating expenditures.

The range of duration for the County's overall portfolio 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.

#### C. Market Volatility

By establishing maturity or duration limitations on the aggregate portfolio, the County acknowledges its understanding that longer investments generally entail a greater potential for income returns, but at the risk of increased price volatility.

To further provide for capital protection, a volatility range is established wherein the market value of the overall portfolio should be targeted to remain within a range of +/- 5% from the portfolio's par value. If the market value moves outside of this range, the Investment Oversight Committee shall be convened and consulted. A decision shall be made and the County Administrator will be advised of the magnitude of the deviation and the actions to move the portfolio back within the range.

#### D. Investment Maturity and Liquidity

To the extent possible, an attempt will be made to structure the investment portfolio consistent with expected cash flow requirements. While investment maturities will not exceed the expected cash flow requirements, they may be shorter. Investments do not necessarily have to be made for the same length of time that the funds are available following the basic investment principals that are listed in Section IX.

### XI. 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 a breakdown 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.

Annually, a recapitulation 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. Performance measurements shall be utilized which are appropriate to the maturity, risk characteristics, investment limitations and size of the portfolio. At a minimum, portfolio performance shall be measured by comparing its year-to-date earnings to an appropriate benchmark.

The County Administrator shall be notified immediately of deviations from currently approved investment policies.

### XII. 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 and apart from other assets held by the depository. No withdrawal of such securities, in whole or in part, shall be made from safekeeping, except by authorized staff. The Clerk will enter into a formal agreement with an institution of such size and expertise as is necessary to provide the services needed to protect and secure the investment assets of the County.

Securities transactions between a broker-dealer and the custodian involving purchase or sale of securities by transfer of money or securities must be made on a "delivery vs. payment" basis, if applicable, to ensure that the custodian will have the security or money, as appropriate, in hand at the conclusion of the transaction.

The Third-Party Custodial Safekeeping Agreement shall include letters of authority from the Clerk, details as to responsibilities of each party, notification of security purchases, sales, delivery, repurchase agreements, wire transfers, safekeeping and transactions costs, procedures in case of wire failure or other unforeseen mishaps, including the liability of each party.

**XIII. 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.

**XIV. PERMISSABLE INVESTMENTS**

The following are the guidelines for investments and limits on security issues, issuers, and maturities as established by the Clerk (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. Any changes to the portfolio composition guidelines must be in writing from the Finance Director, directed to the appropriate parties and discussed at each quarterly Investment Oversight Committee meeting.

Internal Investments

- A. The Local Government Surplus Trust Fund (SBA) and Treasury Special Purpose Investment Account (SPIA). A maximum of 50% and 15% of the portfolio may be invested in the SBA and SPIA, respectively.
- B. The Florida Local Government Investment Trust (FLGIT) and the Florida Municipal Investment Trust (FMIvT). A maximum of 15% of the portfolio may be invested in FLGIT and in each of the FMIvT pools.
- C. Constant Net Asset Value Money Market Mutual Funds (U.S. Government Securities, Repurchase Agreements, Commercial Paper and Bankers’ Acceptances)

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 Section XIV Portfolio Composition, provided that such funds do not allow derivatives.

- D. Financial Deposit Instruments  
For funds that are initially deposited in a qualified public depository, the selected depository may arrange for depositing funds in financial deposit instruments insured by the Federal Deposit Insurance Corporation in one or more federally insured banks or savings and loan associations wherever located for the account of Leon County Board of County Commissioners.
  - 1. A maximum of 30% of the portfolio may be invested in-financial deposit instruments.
  - 2. The maximum maturity on any certificate shall be no greater than two years from the time of purchase with the average maturity of all financial deposit instruments no greater than one year.

External Investments

- E. Repurchase Agreements

1. Investments may be made in repurchase agreements comprised of only those investments as authorized in Sections XIV. H, I, and J, and based on the requirements set forth in the Clerk's Master Repurchase Agreement.
  - a. All firms with whom the Clerk enters into repurchase agreements will have in place and executed a Master Repurchase Agreement.
  - b. All repurchase agreements with a term longer than one business day will have the collateral held by a third party custodian.
  - c. The collateral held pursuant to a repurchase agreement shall have a maturity of less than five years and must have a mark-to-market value of 102 percent during the term of the repurchase agreement. A maximum of 15% of the external portfolio may be invested in repurchase agreements with the exception of one business day agreements and overnight sweep agreements.
2. A maximum of 5% of the external portfolio may be invested with any one institution or dealer with the exception of one business day agreements.
3. The maximum length to maturity of any repurchase agreement is 60 days from the date of purchase.

#### F. Bankers' Acceptances

1. 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.
2. A maximum of 15% of the external portfolio may be directly invested in bankers' acceptances at time of purchase.
3. A maximum of 5% of the external portfolio may be invested with any one issuer.
4. The original maturity of the security must be 270 days or less.

#### G. Commercial Paper

1. 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).
2. A maximum of 20% of the external portfolio may be directly invested in prime commercial paper at time of purchase.
3. A maximum of 5% of the external portfolio may be invested with any one issuer.
4. The maximum length to maturity for prime commercial paper shall be 270 days.

#### H. United States Government Securities

1. Investments may be made in negotiable direct obligations or obligations the principal and interest of which are unconditionally guaranteed by the United States Government. Such securities will include, but not be limited to, the following: Treasury and Cash Management Bills, State and Local Government Series (SLGS), Notes, Bonds Treasury Strips, and Treasury Inflation Protected Securities (TIPS).
2. The external portfolio can be composed of up to 100% of these investments.
3. The maximum final maturity of any direct investment in all the various forms of direct government guaranteed securities is 10 years, except for the underlying securities of repurchase agreements.

#### I. United States Federal Agencies (full faith and credit of the U.S. Government)

1. Investments may be made in bonds, debentures or notes issued or guaranteed by United States Government agencies, provided such obligations are backed by the full faith and credit of the United States Government. Such securities are limited to the following: Small Business Administration, United States Department of Agriculture, United States Export-Import Bank, direct obligations or fully guaranteed certificates of beneficial ownership, Farms Home Administration, Federal Financing Bank, Federal Housing Administration Debentures, General Services Administration Participation Certificates, United States Maritime Administration Guaranteed, Title XI Financing, New Communities Debentures, United States Government guaranteed debentures, U. S. Public Housing Notes and

Bonds, U.S. Government guaranteed public housing notes and bonds, U.S. Department of Housing and Urban Development Project notes and local authority bonds.

2. Agencies backed by the full faith and credit of the U.S. Government may comprise 100% of the external portfolio.
3. A maximum of 20% of the external portfolio may be invested in each of the above listed Federal Agencies.
4. A maximum final maturity for an investment in any United States Government agency security is five years.

J. Federal Instrumentalities (United States Government Agencies which are non-full faith and credit)

1. Investments may be made in bonds, debentures or notes issued or guaranteed by United States Government sponsored agencies (Federal Instrumentalities) which are non-full faith and credit agencies limited to the following: Federal Farm Credit Bank (FFCB), Federal Home Loan Bank or its district banks (FHLB), Federal National Mortgage Association (FNMA), Federal Home Loan Mortgage Corporation (FHLMC), including participation certificates and Tennessee Valley Authority (TVA).
2. A maximum of 45% of the external portfolio may be invested in Federal Instrumentalities.
3. A maximum of 15% of the external portfolio may be invested in any one issuer.
4. The maximum final maturity for an investment in any Federal Instrumentality is five years.

K. Corporate Debt Securities

1. Investments may be made in notes, medium term notes, discount notes and variable-rate securities issued by any corporation, provided that such instrument is rated A or better by at least two NRSROs, at time of purchase.
2. All corporate transactions must be payable in U.S. dollars.
3. A maximum of 25% of the external portfolio may be invested in corporate fixed income securities.
4. A maximum of 3% of the external portfolio may be invested with any one issuer.
5. The maximum length to maturity for an investment fixed income security is five years.

L. Municipal Bonds

1. Investments may be made in notes or bonds issued by governmental entities or territorial boundaries of the United States, provided that such instrument is rated A or better by at least one NRSRO.
2. A maximum of 35% of the external portfolio may be invested in municipal securities at time of purchase.
3. A maximum of 3% of the external portfolio may be invested with any one issuer.
4. The maximum length to maturity for any municipal security is five years.

M. Mortgage-Backed Securities (MBS)

1. A maximum of 35% of the external portfolio may be invested in MBS securities at time of purchase.
2. Only agency-collateralized (FNMA, FHLMC and GNMA) MBS, including collateralized mortgage obligations (CMOs) may be purchased.
3. The maximum external portfolio percentage for any one agency collateralized MBS/CMO pool is 5%.
4. Maximum expected average life at the time of purchase for any MBS security shall not exceed five years.

N. Asset-Backed Securities (ABS)

1. A maximum of 5% of the external portfolio may be invested in ABS securities at time of purchase.
2. Minimum credit rating for ABS securities must be at least AA- by at least two NRSRO, at the time of purchase.
3. The maximum external portfolio percentage for any one ABS transaction is 1.5%.
4. No more than 3% of the external portfolio may be allocated to any one subsector of the ABS market.
5. Maximum expected average life at the time of purchase for any ABS security shall not exceed five years.

O. Commercial Mortgage-Backed Securities (CMBS)

1. A maximum of 8% of the external portfolio may be invested in CMBS securities, at time of purchase.
2. Only agency-collateralized CMBS may be purchased.
3. The maximum external portfolio percentage for any one agency collateralized CMBS pool is 3%.
4. Maximum expected average life at the time of purchase for any CMBS security shall not exceed five years.

#### **XV. ADDITIONAL PORTFOLIO LIMITATIONS**

- A. The maximum combined portfolio allocation to MBS, CMBS and ABS securities is 45% at time of purchase.
- B. The maximum combined portfolio allocation to corporate debt and municipal securities is 45% at time of purchase.
- C. Portfolio securities may be purchased in either fixed or floating-rate form.

#### **XVI. PROHIBITED INVESTMENTS**

There shall be no investments in:

- A. Securities that are not both denominated in US Dollars and issued by US domiciled institutions.
- B. Private placements debt issues;
- C. Commodities, futures or options contracts;
- D. Short sales or margin transactions;
- E. Limited partnerships;
- F. Interest Only (IO) and Principal Only (PO) Mortgages;
- G. Fixed income securities of the investment manager, including their parents or subsidiaries;
- H. Any form of fixed income securities which would generally be considered derivatives, excluding CMOs.

#### **XVII. 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. Such internal controls shall include, but not be limited to, the following:

- A. All securities purchased or sold will be transferred only under the "deliver versus payment" (DVP) method to insure that funds or securities are not released until all criteria relating to the specific transaction are met.
- B. The Investment Officer or authorized Finance staff will accept, on behalf of and in the name of Leon County, bank trust receipts or confirmations as evidence of actual delivery of the obligations or securities in return for investment of funds.
- C. Trust receipts or confirmations shall fully describe the various obligations or securities held. The receipt or confirmation shall state that the investment is held in the name of Leon County.
- D. The actual obligations or securities, whether in book-entry or physical form, on which trust receipts or confirmations are issued, may be held by a third-party custodial bank and/or institution or a designated correspondent bank which has a correspondent relationship to the Clerk's third-party custodian.
- E. Other internal controls such as:
  1. Written documentation of telephone transactions.
  2. Adequate separation of duties.
  3. Custodial safekeeping.
  4. Supervisory control of employee actions and operations review.
  5. Performance evaluations and reporting, interim and annual.
- F. All daily investment activity is performed by the Investment Officer under supervision of the Finance Director.
- G. Internal controls shall be reviewed by independent auditors engaged by the County as part of their financial audit.

**XVIII. INVESTMENT STRATEGIES**

Within the constraints of this Policy, the Clerk will be responsible for developing an investment strategy. This will be discussed with members of the Investment Oversight Committee and will address changes in the duration of the portfolio, the slope of the yield curve, spreads between various investment instruments, and actions by the Federal Reserve Board or other federal agencies, which might influence investment decisions.

The Clerk will solicit suggestions and comments from the Committee with respect to making strategic investment decisions. In implementing these strategies, the Clerk will communicate with the external manager as to how they are repositioning their portfolio and coordinate directions.

Generally, the dollars managed externally will be of longer duration and more sophisticated instruments therefore, one of the tools the Clerk will use to implement their strategic decisions will be to increase or decrease the dollars being managed. The Clerk will seek to implement investment strategies that will maximize long-term returns and mitigate interest rate volatility. The resources and sophistication to actively manage the portfolio on a daily basis is not available and the portfolio will not be involved in regular short term day trading activity. The portfolio will be repositioned within a narrow band in terms of both maturity and security selection and only in unusual times will major changes occur.

**XIX. CONTINUING EDUCATION**

The Clerk, Finance Director and other 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.

**XX. 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.

**LEON COUNTY INVESTMENT POLICY 02-12**  
**EXHIBIT - A**

IP Section	Authorized	Security Type	Portfolio Sector Maximum	Subsector Maximum	Per Issuer Maximum	Maximum Maturity/WAL Limit	Quality Minimum
XIV. A.	IM	Treasury Special Purpose Investment Account (SPIA) Local Government Surplus Funds Trust Fund	15% / 50%	NA	NA	NA	NA
XIV. B.	IM	FL Local Government Investment Trust (FLGIT) or the FL Municipal Investment Trust (FMIvT)	15% each Trust	NA	NA	NA	NA
XIV. C.	IM	Constant Net Asset Value Money Market Mutual Funds	100%	NA	NA	NA	SEC-qualified, must hold investments allowed by this Policy
XIV. D.	IM	Financial Deposit Instruments insured by the FDIC	30%	NA	NA	2-Year Mat; 1 Year Avg Maturity	Public Dep. Act
XIV. E.	EM	Repurchase Agreements	15%, if longer than 1-Day	NA	5.0%	60-Days	Requires Master Repo Agreement
XIV. F.	EM	Bankers' Acceptances	15%	NA	5.0%	270-Days	A1/P1 by 2 NRSRO
XIV. G.	EM	Commercial Paper	20%	No ABCP	5.0%	270-Days	A1/P1 by 2 NRSRO

County Financial Policies & Ordinances

XIV. H.	EM	United States Government Securities	100%	NA	NA	10-Year Maturity	NA
XIV. I.	EM	United States Federal Agencies (full faith and credit)	100%	NA	20.0%	5-Year Maturity	NA
XIV. J.	EM	Federal Instrumentalities	45%	NA	15.0%	5-Year	NA
EM=External Managers-limits apply to external portfolio IM=Internal Management-limits apply to combined internal and external portfolios <b>OTHER</b> X 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.							
XIV. L.	EM	Municipal Bonds	35%	NA	3.0%	5-Year Maturity	A3/A- by 1 NRSRO
XIV. M.	EM	Mortgage-Backed Securities (MBS), including CMOs	35%	Agency-only	5.0%	5-Year WAL	Agency
XIV. N.	EM	Asset-Backed Securities (ABS)	5%	3%	1.5%	5-Year WAL	Aa3/AA- by 2 NRSRO
XIV. O.	EM	Commercial Mortgage-Backed Securities (CMBS)	8%	Agency-only	3.0%	5-Year WAL	Agency

**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.

- *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.
  - 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 12<sup>th</sup> day of March, 2013.

**Reserve Policy:  
Policy No. 07-2**

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

Policy No. 07-2, "Reserves", adopted by the Board of County Commissioners on July 10, 2007, is hereby superseded, and a revised policy is hereby adopted in its place, to wit:

**1. Emergency Reserves**

- a. The general revenue emergency reserves will be maintained at an amount not to be less than 3% and to not exceed 8% of projected general fund and fine and forfeitures fund operating expenditures for the ensuing fiscal year.
- b. A Catastrophe Reserve will be maintained at 2% of the general fund and fine and forfeiture fund operating expenditures for the ensuing fiscal year. The Catastrophe Reserve will provide immediate cash flow for staff overtime, equipment, contractual support and materials/supplies in the event of a natural disaster. In the event of a declared local state of emergency, the County Administrator is authorized to utilize the Catastrophe Reserve to pay Leon County solid waste and Leon County building/growth fees for eligible residents for the purpose of debris removal and home restoration/reconstruction. To be eligible, residents must demonstrate that all other means (including, but not limited to: FEMA Individual Assistance, property insurance) have been exhausted prior to seeking County assistance.
- c. The reserve for contingency is separate from the reserve for cash balances.
- d. Annually, the Board will determine an appropriate amount of reserve for contingency to be appropriated as part of the annual budget. Any funds not included in the budget under this category will be included as part of the unreserved fund balance.

**2. Reserve for Cash Balances**

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

### 3. Utilization of Fund Balance

- a. As part of the annual budget process, a determination will be made of the minimum and maximum amounts of fund balance available based on the requirements set forth in Sections 1 and 2.
- b. Funds in excess of the minimums established can be utilized to support one time capital project funding and/or other one-time expenditures to address unforeseen revenue shortfalls.

### 4. Budgeted Contingency Reserve

Budgeted Reserve for Contingency reserves, are established to provide the following:

- a. Funding for authorized mid-year increases to adopted levels of service.
- b. Funding for unexpected increases in the cost of providing existing levels of service.
- c. Temporary and nonrecurring funding for unexpected projects.
- d. Funding of a local match for public or private grants.
- e. Funding to offset losses in revenue caused by actions of other governmental bodies.
- f. Funding to accommodate unexpected program mandates from other governmental bodies.

### 5. Procedures

- a. The County Administrator is authorized to develop forms and procedures to be used by outside agencies or individuals or County agencies in submitting their requests for use of contingency reserves.
- 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.

**County Financial Policies & Ordinances**  
**Tallahassee-Leon County Comprehensive**  
**Capital Improvement Element Goals, Objectives, and Policies**

**Goal 1: [CI] (Effective 7/16/90)**

To use sound fiscal policies to provide adequate public facilities concurrent with, or prior to development in order to achieve and maintain adopted standards for levels of service, and to exceed the adopted standards, when possible. 9J-5.016(3) (a)

**PUBLIC FACILITY NEEDS**

**Objective 1.1: [CI] (Effective 7/16/90)**

Define types of public facilities, establish standards for levels of service for each type of public facility, and determine what capital improvements are needed in order to achieve and maintain the standards for existing and future populations, and to repair or replace existing public facilities. 9J-5.016(3)(b)1

**Policy 1.1.1: [CI] (Effective 7/16/90)**

The following definitions apply throughout this Capital Improvements Element.

1. "Capital Improvement" means, improvements to land, structures (including design, permitting, and construction), initial furnishings and selected equipment (including ambulances, fire apparatus,). Capital improvements have an expected useful life of at least 3 years. Other "capital" costs, such as motor vehicles and motorized equipment, computers and office equipment, office furnishings, and small tools are considered in the local government's annual budgets, but such items are not "capital improvements" for the purposes of the Comprehensive Plan, or the issuance of development orders.

2. "Category of public facilities" means a specific group of public facilities, as follows:

- a. Category A public facilities are arterial and collector roads, mass transit, stormwater management, potable water, sanitary sewer, solid waste, and parks and recreation facilities owned or operated by the local government, all of which are addressed in other elements of this Comprehensive Plan.

- b. Category B public facilities are fire service, bikeway, sidewalk, airport and other government facilities owned or operated by the local government.

- c. Category C public facilities are arterial and collector roads, mass transit, stormwater management, potable water, sanitary sewer, solid waste, and parks and recreation facilities owned or operated by Federal, and State governments, independent districts, and private organizations.

3. "Development order" for purposes of determining vested rights means any order granting, denying, or granting with conditions an application for a building permit, zoning permit, subdivision approval, rezoning, certification, special exception, variance, or any other official action of the local government having the effect of permitting the development of land. Development orders shall be categorized as:

- a. "Final Development Orders" The following development order shall be considered to be final development orders for purposes of a determination of vested rights in a previously approved development:

- (1) Preliminary subdivision plat approval;

- (2) Final subdivision plat approval; Tallahassee-Leon County Comprehensive Plan

- (3) Final Site plan approval (pursuant to County Ordinance 88-16);
- (4) Approval of a PUD concept plan;
- (5) Approval of a PUD Final Development Plan;
- (6) Building permit;
- (7) Development agreement entered into pursuant to Florida Statutes, Section 163.3220, et seq.; and
- (8) Any other development order which approves the development of land for a particular use or uses at a specified intensity of use and which allows commencement of construction or physical development activity on the land for which the development order is issued.

a. "Preliminary development order" mean a DRI Development approval, zoning approval, preliminary development plan approval, conditional use approval, master plan approval, Board of Adjustment approval, and any other development order than a final development order.

4. "Local government" means the City of Tallahassee, Florida and Leon County, Florida.

5. "Public facility" means the capital improvements and systems of each of the following: arterial and collector roads, mass transit, stormwater management, potable water, sanitary sewer, solid waste, parks and recreation, library, corrections, emergency medical service, fire service, bikeway, sidewalk, airport, other local government buildings, public education and public health facilities.

**Policy 1.1.2: [CI]** (Rev. Effective 8/17/92)

The local government shall establish standards for levels of service for Categories A and C of public facilities, and shall apply the standards as follows:

1. Category A. The standards for levels of service of each type of public facility in Category A shall apply to development orders issued by the local government after January 31, 1991, or such earlier date as may be adopted by the local government, the local governments' annual budgets beginning with the 1990-91 fiscal year, the local governments' Capital Improvement Programs beginning with the 1990-91 fiscal year, and other elements of this Comprehensive Plan.

2. Category C. The standards for levels of service of each type of public facility in Category C shall apply to development orders issued by the local government after January 31, 1991, or such earlier date as may be adopted by the local government, and other elements of this Comprehensive Plan, but shall not apply to the local governments' annual budgets or the local governments' Capital Improvement Programs.

**Policy 1.1.3: [CI]** Levels of Service Required for Infrastructure, Facilities, and Utilities (Revised Effective 7/25/03; Revision Effective 7/20/05)

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:

Interstate, Intrastate, Limited Access Parkways: B

Principal Arterials: C

Minor Arterials: C

Major and Minor Collectors: C

Local Streets: D

Inside the Urban Service Area:

Interstate, Intrastate, Limited Access Parkways: C

Principal Arterials: D\*\*

Minor Arterials: D / E\*

Major and Minor Collectors: D / E\*

Local Streets: D

\*For Minor Arterials, and Major and Minor Collectors located inside the Urban Service Area and south of U.S. 90, the Level of Service shall be "D" for purposes of establishing priorities for programming transportation improvements, and "E" for meeting concurrency requirements, to support the Southern Strategy. Roads north of U.S. 90 shall be LOS D for both programming improvement and concurrency purposes.

\*\*The Level of Service for Monroe Street from Gaines Street to Tennessee Street shall be "E". (*Revised Effective 12/10/02*)

b. Notwithstanding any of the above LOS standards in Policy 1.4.1 a. (above), in local government's review of a proposed development project, an optional LOS standard may be established that is equivalent to the currently adopted LOS standard plus 50% and may be applied in calculating the concurrency capacity for an impacted roadway segment that is not a Florida Intrastate Highway Facility (FIHS) as determined by the Florida Department of Transportation and that is located within the USA boundary provided that the following criteria is met:

- 1) The roadway segment is "capacity constrained" (as defined below), and;
- 2) The applicant or developer of the project being reviewed provides a "commensurate mitigation contribution" (as described below) to the local government for an alternative improvement.

For the purposes of this policy, the assumed roadway capacity that can be achieved under the adopted LOS standard plus 50% shall not exceed 150% of the maximum service flow at the adopted LOS. A "capacity constrained" roadway segment is one where the local government has determined that:

- 1) The improvement that will resolve the deficiency is not feasible due to environmental constraints, regulatory constraints or prohibitively costly right-of way demands, or;
- 2) The improvement that will resolve the deficiency is not desirable in that it is inconsistent with clearly defined community goals or long term plans, or;
  
- 3) The improvement that will resolve the deficiency is not desirable in that it clearly represents an economically inefficient measure that will address a public facility deficiency only on a temporary, limited basis.

The "commensurate mitigation contribution" must be equivalent to the costs of the public facility improvement(s) necessary to eliminate the capacity deficiency in order that the LOS standards in Policy 1.4.1 a. (above) would be maintained on the impacted roadway segment. The transportation facility improvement on which the contribution can

be expended by the local government may include public road capacity improvements, public road right-of-way acquisition, mass transit system implementation or facility improvements, or bike or pedestrian facility improvements. In addition, the transportation facility improvement on which the contribution can be expended must serve to enhance the transportation network within the defined traffic impact area of the proposed development.

2. Mass Transit

Tallahassee Mass Transit System (Category A):

- (1) Inside urban service area:  
1% annual increase in system miles (odometer miles on buses).
- (2) Outside urban service area:  
No service

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.

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

a. Tallahassee and Leon County sewer systems (Category A):

- (1) Inside urban service area: 140 gpcpd
- (2) Outside urban service area: no service provided

b. Private sewer systems (not owned by City which serve public - Category C):

- (1) Inside urban service area: 140 gpcpd
- (2) Outside urban service area: no service provided

6. Parks and Recreation Facilities

a. Tallahassee parks and recreation facilities:

- (1) Countywide park land: 1.22 acres per 1,000 population (excluding boat ramps provided by Leon County). Includes City operation of County-owned Tom Brown Park.
- (2) Area park land:
  - (a) Inside Urban Service Area: 2.00 acres per 1,000 population of Urban Service Area.
  - (b) Outside urban service area: no area parks.
- (3) Recreation facilities are included in the cost of park land.

b. Leon County parks and recreation facilities:

- (1) Countywide park land: 0.18 acres per 1,000 population (boat ramps portion only)
- (2) Area Park: 2.00 Acres per 1,000 population within Urban Service Area (parks to be provided by City and located within City Limits). Per Policy 1.1.1.C of Parks and Recreation Element.
- (3) Recreation facilities are included in the cost of park land.

7. Solid Waste

a. Leon County solid waste facilities:

- (1) Provide for:

Year Jan 1	LOS (Lbs/ Capita on Daily Basis)	Year	LOS	Year	LOS	Year	LOS
1990	5.65	1996	6.25	2001	6.70	2006	6.95
1991	5.75	1997	6.35	2002	6.75	2007	7.00
1992	5.85	1998	6.45	2003	6.80	2008	7.05
1993	5.95	1999	6.55	2004	6.85	2009	7.10
1994	6.05	2000	6.65	2005	6.90	2010	7.15
1995	6.15						

- (2) One year of Class I landfill lined cell disposal capacity at present fill rates
- (3) Five years of Class I landfill capacity with preliminary permit approval from the Florida Department of Environmental Regulation
- (4) Ten years of properly zoned Class I landfill raw land capacity at present fill rates
  - b. Private solid waste disposal facilities: Same as local government

8. On-Site

Tallahassee and Leon County Category A Public Facilities Levels of service for on-site improvements, including local streets, water and sewer connection lines, stormwater management facilities, local parks and open space shall be as required of the developer in Tallahassee's and Leon County's land development regulations. Development approval shall be conditioned on the availability of services necessary to maintain all applicable level of service standards as adopted within the Comprehensive Plan.

**Policy 1.1.4:** [CI] (*Effective 7/16/90*)

The local governments shall determine the quantity of capital improvements that is needed as follows:

- 1. The quantity of capital improvements that is needed to eliminate existing deficiencies and to meet the needs of future growth shall be determined for each public facility by the following calculation:  $Q = (S \times D) - I$ .

Where Q is the quantity of capital improvements needed,  
 S is the standard for level of service, D is the demand, such as the population, and  
 I is the inventory of existing facilities.

The calculation will be used for existing demand in order to determine existing deficiencies. The calculation will be used for projected demand in order to determine needs of future growth. The estimates of projected demand will account for demand that is likely to occur from previously issued development orders as well as future growth. Public facilities to serve demand from previously issued development orders are assured by including such demand in "D" (demand) in the preceding calculation.

- 2. There are two circumstances in which the standards for levels of service are not the exclusive determinant of needs for a capital improvement:
  - a. Repair, remodeling, renovation, and replacement of obsolete or worn out facilities will be determined by the local government.

- b. Capital improvements that provide levels of service in excess of the standards adopted in this Comprehensive Plan may be constructed or acquired at any time as long as the following conditions are met:
- (1) the capital improvement does not make financially infeasible any capital improvement of the same type that is needed to achieve or maintain the standards for levels of service adopted in this Comprehensive Plan, and
  - (2) the capital improvement does not contradict, limit or substantially change the goals, objectives and policies of any element of this Comprehensive Plan, and
  - (3) one of the following additional conditions is met:
    - (a) the excess capacity is an integral part of a capital improvement that is needed to achieve or maintain standards for levels of service, or
    - (b) the excess capacity provides economies of scale making it less expensive than a comparable amount of capacity if acquired at a later date, or
    - (c) the asset acquired is land that is environmentally sensitive, or designated by the local government as necessary for conservation or recreation, or
    - (d) the excess capacity is part of a capital project financed by general obligation bonds approved by referendum.
3. Any capital improvement that is determined to be needed as a result of any of the factors listed in Policy 1.1.4.2 shall be included in the regular Schedule of Capital Improvements contained in this Capital Improvements Element. All such capital improvements shall be approved in the same manner as the capital improvements that are determined to be needed according to the quantitative analysis described in Policy 1.1.4.1. 9J-5.016(3)(b)2, (3)(c)1, (3)(c)1.b, (3)(c)1.e, (3)(c)3, (3)(c)5, (3)(c)9

**Policy 1.1.5:** [CI] (*Effective 7/16/90*)

The relative priorities among types of public facilities are as follows:

1. **Priorities Among Types of Public Facilities.** All public facility improvements that are based on achieving and maintaining a standard for levels of service adopted in this Comprehensive Plan are included in the financially feasible Schedule of Capital Improvements contained in this Capital Improvements Element. The relative priorities among types of public facilities (i.e., roads, potable water, sanitary sewer, etc.) were established by adjusting the standards for levels of service and the available revenues until the resulting public facilities needs became financially feasible.
 

Legal restrictions on the use of many revenue sources limit the extent to which types of facilities may be prioritized because they do not compete for the same revenues. During each annual prioritization process, no further prioritization among types of public facilities is necessary because all projects in the Schedule of Capital Improvements are financially feasible, programmed for improvement, and will be completed according to the Schedule. Each year, however, prioritization among types of facilities is re-determined by reaffirming or revising standards for levels of service within the constraints of available restricted revenues.
2. **Priorities of Capital Improvements Within a Type of Public Facility.** Capital improvements within a type of public facility are to be evaluated on the following criteria and considered in the order of priority listed below. The local government shall establish the final priority of all capital improvements using the following criteria as general guidelines. Any revenue source that cannot be used for a high priority facility will be used beginning with the highest priority for which the revenue can legally be expended.
  - a. Repair, remodeling, renovation, or replacement of obsolete or worn out facilities that contribute to achieving or maintaining standards for levels of service adopted in this Comprehensive Plan.

- b. New or expanded facilities that reduce or eliminate deficiencies in levels of service for existing demand.
  - c. New public facilities, and improvements to existing public facilities, that eliminate public hazards not otherwise eliminated by improvements prioritized according to Subsection a or b, above.
  - d. New or expanded facilities that provide the adopted levels of service for new development and redevelopment during the next five fiscal years, as updated by the annual review of this Capital Improvements Element. Tallahassee and Leon County may acquire land or right-of-way in advance of the need to develop a facility for new development. The location of facilities constructed pursuant to this Subsection shall conform to the Future Land Use Element, and specific project locations shall serve projected growth areas within the allowable land use categories. In the event that the planned capacity of public facilities is insufficient to serve all applicants for development orders, the capital improvements will be scheduled in accordance with criteria contained in the land development regulations.
  - e. Improvements to existing facilities, and new facilities that significantly reduce the operating cost of providing a service or facility, or otherwise mitigate impacts of public facilities on future operating budgets.
  - f. New facilities that exceed the adopted levels of service for new growth during the next five fiscal years by either;
    - (1) providing excess public facility capacity that is needed by future growth beyond the next five fiscal years, or
    - (2) providing higher quality public facilities than are contemplated in the local governments' normal design criteria for such facilities.
  - g. Facilities not described in Subsections a through f, above, but which the local government is obligated to complete, provided that such obligation is evidenced by a written agreement the local government executed prior to July 1, 1990.
3. All facilities scheduled for construction or improvement in accordance with this Policy shall be evaluated to identify any plans of State agencies or the Northwest Florida Water Management District that affect, or will be affected by, the proposed local government capital improvements.
4. Project evaluation may also involve additional criteria that are unique to each type of public facility, as described in other elements of this Comprehensive Plan. 9J-5.016(3)(c)1, (3)(c)3

**Policy 1.1.6: [CI] (Effective 7/1/04)**

All proposed capital projects in the City and County shall be consistent with the adopted Transportation Plan and designated future transportation corridors.

**FINANCIAL FEASIBILITY**

**Objective 1.2: [CI] (Effective 7/16/90)**

Provide needed public facilities that are within the ability of the local government to fund the facilities from local government revenues, development's proportionate share contributions, and grants or gifts from other sources. 9J-5.016(3)(b)5

**Policy 1.2.1: [CI] (Effective 7/16/90)**

The estimated costs of all needed capital improvements shall not exceed conservative estimates of revenues from sources that are available to the local government pursuant to current statutes, and which have not been rejected by referendum, if a referendum is required to enact a source of revenue. 9J-5.016(3)(c)1.f

**Policy 1.2.2: [CI]** (Revised Effective 12/8/98; Revision Adopted 4/21/05)

Existing and future development shall both pay for the costs of needed public facilities.

1. Future development
  - a. Future development shall pay for its proportional share of the capital improvements needed to address the impact of such development. Enterprise fund user charges, connection fees, and other user fees paid by new development shall be reviewed every two years to assure that provision of capital improvements needed to address the impact of future development will not increase ad valorem tax rates or rates of electric, gas, water or sewer utilities. Upon completion of construction, "future" development becomes "present" development, and shall contribute to paying the costs of the replacement of obsolete or worn out facilities as described in subsection 2, below.
  - 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.
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:
  - 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.

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)*

By 2001, utility providers for sanitary sewer, water and stormwater shall prepare long range improvement plans to the year 2020 for major facilities from which subsequent five year capital improvement programs shall be derived. These long range improvement plans shall be based upon a needs plan to serve the Future Land Use Plan and its expected population within the Urban Service Area by 2020, and shall also contain a cost feasible plan which prioritizes improvements based upon projected revenues. These long range utility improvement plans will be updated concurrently with updates to the Future Land Use Plan and Long Range Transportation Plan.

**Objective 1.3: [CI]** *(Effective 7/16/90)*

Provide needed capital improvements for repair or replacement of obsolete or worn out facilities, eliminating existing deficiencies, and meeting the needs of future development consistent with the adopted plan and depicted on the future land use map and redevelopment caused by previously issued and new development orders. The local governments' ability to provide needed improvements shall be demonstrated by maintaining a financially feasible Schedule of Capital Improvements, as documented by the summary "Costs and Revenues by Type of Public Facility" contained in this Capital Improvements Element. 9J-5.016(3)(b)1 and 5.

**Policy 1.3.1: [CI]** *(Rev. Effective 11-22-99)*

The local government shall provide, or arrange for others to provide, the public facilities listed in the Schedule of Capital Improvements in the "Requirements for Capital Improvements Implementation" section of this Capital Improvements element. The capital improvements listed for Leon County within this element are balanced pursuant to 9J-5 with available revenue sources. However, the County reserves the right to amend projects and funding sources consistent with the criteria set out in 9J-5 for the Capital Improvements Element. The Schedule of Capital Improvements may be modified as follows:

1. The Schedule of Capital Improvements shall be updated annually. The annual update process shall be initiated concurrently with the preparation and adoption of the local governments' capital budgets. The capital improvement element schedule update amendment to the Comprehensive Plan shall be based upon the local governments' draft capital budgets being considered for adoption. The capital improvement element schedule update shall reflect any changes in the construction initiation date, completion date, or estimated project cost as otherwise established in a previous year's capital improvement element schedule update. The update shall also indicate whether those projects included in the previous year's capital improvement element schedule update (but not included in the current year's capital improvement element schedule update), have been completed, are ongoing, or have been deleted. Thereafter, prior to the transmittal of the amendment revising the Schedule of Capital Improvements, the amendment shall be revised to reflect any corresponding changes in the adopted local government capital budgets.
2. Pursuant to Florida Statutes 163.3187, the Schedule of Capital Improvements may be amended two times during any calendar year, and as allowed for emergencies, developments of regional impact, and certain small scale development activities.
3. Pursuant to Florida Statutes 163.3177, the Schedule of Capital Improvements may be adjusted by ordinance not deemed to be an amendment to the Comprehensive Plan for corrections, updates, and modifications concerning costs; revenue sources; acceptance of facilities pursuant to dedications which are consistent with the plan; or the date of construction of any facility enumerated in the Schedule of Capital Improvements.

4. Any act, or failure to act, that causes any project listed in the Schedule of Capital Improvements of this Comprehensive Plan to be scheduled for completion in a fiscal year later than the fiscal year indicated in the Schedule of Capital Improvements shall be in effect only if the act causing the delay is subject to one of the following:
  - a. Projects providing capacity equal to, or greater than the delayed project are accelerated within, or added to the Schedule of Capital Improvements, in order to provide capacity of public facilities in the fiscal year at least equal to the capacity scheduled prior to the act which delayed the subject project.
  - b. Modification of development orders issued conditionally or subject to the concurrent availability of public facility capacity provided by the delayed project. Such modification shall restrict the allowable amount and schedule of development to that which can be served by the capacity of public facilities according to the revised schedule.
  - c. Amendment of the plan to reduce the adopted standard for the level of service for public facilities until the fiscal year in which the delayed project is scheduled to be completed. 9J-5.016(3)(c)7

**Policy 1.3.2: [CI]** (Effective 7/16/90)

The local government shall include in the capital appropriations of their annual budgets all the capital improvements projects listed in the Schedule of Capital Improvements for expenditure during the appropriate fiscal year, except that the local government omit from their budgets any capital improvements for which a binding agreements has been executed with another party to provide the same project in the same fiscal year. The local government may also include in the capital appropriations of their annual budgets additional public facility projects that conform to Policy 1.1.4.2.b.3 and Policy 1.2.3.3.9J-5.016(3)(c)7.

**Policy 1.3.3: [CI]** (Rev. Effective 8/17/92; Revision Effective 12/29/05)

The City Commission of Tallahassee and the Board of County Commissioners of Leon County find that the impacts of development on public facilities within Tallahassee and Leon County occur at the same time as development authorized by a final development order. The local government shall determine, prior to the issuance of development orders, whether or not there is sufficient capacity of Category A and Category C public facilities to meet the standards for levels of service for existing development and the proposed development concurrent with the impacts of proposed development. For the purpose of this policy, the City of Tallahassee shall define "concurrent with" as follows:

1. No final development order shall be issued by the local government after October 1, 1990 unless there shall be sufficient capacity of Category A and Category C public facilities to meet the standards for levels of service for the existing population and for the proposed development according to the following timeframes:
  - a. For the following public facilities, there must be: a) available capacity to serve the impacts of the proposed development prior to the issuance of the building permit; b) at the time a development order is issued, the necessary facilities and services are guaranteed in an enforceable development agreement, pursuant to Florida Statutes, or an agreement or development order is issued pursuant to Chapter 380, Florida Statutes to be in place and available to serve new development at the time of the issuance of a certificate of occupancy.
    - (1) Potable water.
    - (2) Sanitary sewer.
    - (3) Solid waste.
    - (4) Stormwater management.
  - b. For the following public facilities there must be available capacity to serve the impacts of the proposed development at the adopted level of service within 12 months of the issuance of the final development order:
    - (1) Parks and recreation.
    - (2) Mass transit.
2. An applicant for a preliminary development order shall have a determination made as to the availability of Category A and Category C public facilities in accordance with subsection a or b:

- a. The applicant may request a determination of available capacity as part of the review and approval of the preliminary development order provided that the determination of available capacity shall apply only to specific uses, densities and intensities based on information provided by the applicant and included in the development order,
  - b. The applicant may request the approval of a preliminary development order without a determination of capacity of Category A and Category C public facilities provided that any such order is issued subject to requirements in the applicable land development regulation or to specific conditions contained in the preliminary development order that:
    - (1) Final development orders for the subject property are subject to a determination of available capacity in Category A and Category C public facilities, as required by Policy 1.3.1, and;
    - (2) No rights to obtain final development order, nor any other rights to develop the subject property have been granted or implied by the local government's approval of the preliminary development order without determining that there is available capacity in Category A and Category C public facilities.
3. Except for an approved development of regional impact with specific phases of development, the determination of available capacity shall be valid for the term of a proposed project's development order. For development orders without specific terms of development, the determination and reservation of available capacity shall not exceed two years. For good faith development, extensions of the two year terms may be permitted in six month intervals.
4. A determination that there is available capacity in public works to serve the project shall run with the land; shall be assignable within adjacent portions of a project; and shall not be assignable to other projects. A determination that there is available capacity for a project shall apply only to specific land uses, densities, and intensities based upon information provided by the applicant. Any change in the density, intensity or land use is subject to review and approval or denial by the City of Tallahassee.
5. An applicant shall prepay all impact fees or other infrastructure costs to guarantee the applicant's pro rata share of the local governments' financial obligation for public facilities, which are constructed by the local government for the benefit of the subject property.
- a. Whenever an applicant's pro rata share of a public facility is less than full cost of the facility, the local government shall contract with the applicant for the full cost of the facility including terms regarding reimbursement of the applicant for costs in excess of the applicant's pro rata share.
  - b. Upon expiration of the determination of capacity for the development pursuant to subsection 2.a.(2) all unused capacity shall be forfeited. The pro rata infrastructure costs (not impact fees) paid for said capacity now forfeited shall be held by the City as a credit unless excess capacity exists that will allow local government to extend the expiration date. Pro rata infrastructure costs held as a credit by local government and not used by a developer to offset future impacts on public facilities shall be rebated without interest to the developer after a period of one (1) year.
6. The standards for levels of service of Category A and Category C public facilities shall be applied to the issuance of development orders on the following geographical basis:
- a. Public facilities which serve all of Leon County shall achieve and maintain the standard for levels of service on a Countywide basis. No development order shall be issued in any unincorporated part of Leon County if the standard for levels of service is not achieved and maintained throughout the County for the following public facilities:
    - (1) Solid Waste Disposal
    - (2) Countywide Parks

b. Public facilities which serve less than all of Leon County shall achieve and maintain the standard for levels of service within their assigned service area. No development order shall be issued in an assigned service area if the standard for levels of service is not achieved and maintained throughout the assigned service area for the following public facilities and assigned service areas:

- (1) Arterial and Collector Roads: All such roads throughout the county significantly affected by the proposed development
- (2) Stormwater Management Systems: Major Stormwater Basin
- (3) Potable Water Systems: Water System Service Area
- (4) Sanitary Sewer Systems: Treatment Plant Service Area
- (5) Area Parks: Urban Service Area
- (6) Mass Transit: Citywide

**COORDINATE CAPITAL IMPROVEMENTS WITH LAND DEVELOPMENT**

**Objective 1.4: [CI]** *(Effective 7/16/90)*

Manage the land development process to insure that all development receives public facility levels of service equal to, or greater than the standards adopted in Policy 1.1.3, subsections 1-3, and 6. 9J-5.016(3)(b)3 and 5 by implementing the Schedule of Capital Improvements (required by Objective 1.3) and produced in its entirety elsewhere in the Capital Improvements Element, and by using the fiscal resources provided for in Objective 1.2 and its supporting policies.

**Policy 1.4.1: [CI]** *(Effective 7/16/90)*

All Category A public facility capital improvements shall be consistent with the goals,, objectives and policies of the appropriate elements of this Comprehensive Plan. 9J-5.016(3)(b)5, (3)(c)9, and (4)(a)1.b

**Policy 1.4.2: [CI]** *(Rev. Effective 11-22-99)*

The local government shall integrate their land use planning and decisions with their plans for public facility capital improvements by developing and adopting the programs listed in the "Implementation Programs" section of this Capital Improvements Element. The location of, and level of service provided by projects in the Schedule of Capital Improvements shall maintain adopted standards for levels of service for existing and future development in a manner and location consistent with the Future Land Use Element of this Comprehensive Plan. Individual land use decision shall be consistent with the Comprehensive Plan. 9J-5.016(3)(b)3, (3)(c)9.

**REQUIREMENTS FOR CAPITAL IMPROVEMENTS IMPLEMENTATION SCHEDULE OF CAPITAL IMPROVEMENTS, INCLUDING GENERAL LOCATION**

The Schedule of Capital Improvements on the following pages will repair or replace obsolete or worn out facilities, eliminate existing deficiencies, and make available adequate facilities for future growth through no less than a five-year planning period, updated annually. The analysis of capacity requirements for deficiency and growth at the time of original plan adoption appears in a support document prepared for this Capital Improvements Element: "Public Facility Requirements 1988/89 - 1995/96 and to 2010."

The projects are listed according to the type of public facility. Within each list, projects are listed in sequence according to the fiscal year in which the initial project expenditures are scheduled. The capital improvement element schedule update shall provide the projected construction initiation date, completion date, and rough estimate of the total project cost for each project included therein. The capital improvement element schedule update shall include advance-funded State of Florida roadway projects, noting, however, that the local government bears no obligation in the funding or construction of these facilities. The capital improvement element schedule update shall include those local road projects reflected in the local government's adopted capital budget.

Each project is named, and briefly described. Most project locations are specified in the name or description of the project. The capacity of the project is shown, using the same measure of capacity that is used in the standard for the level of service (see Policy 1.1.3). Capacity increases may meet the needs of current deficiencies, or future

development, or both, as noted above. If no "added capacity" is shown, the project is limited to repair, renovation, remodeling or replacement of an existing facility, with no net increase in capacity.

The estimated cost of each project during each of the next five or six fiscal years is shown in thousands of dollars (\$1000s), and the total 5 or 6-year cost is also shown. Any costs incurred before or after the 5 or 6-year schedule are omitted from the project total. Such costs appear in the local governments' Capital Improvements Programs. All cost data is in current dollars; no inflation factor has been applied because the costs will be revised as part of the annual review and update of the Capital Improvements Element.

All projects contained in this Schedule of Capital Improvements are consistent with the other elements of this Comprehensive Plan. Consistency is determined and maintained by calculating that the total capacities of planned projects and existing facilities achieve or exceed the capacity of facilities that are required by the adopted standards for levels of service using the formula in Policy 1.1.4. 9J-5.016(4)(a)1

The Capital Improvements Element reflects the five year adopted Capital Improvement Plans (CIPs) of the City of Tallahassee and Leon County, and may not reflect other Capital Facilities documents that are concurrently being developed and yet to be adopted.

Rule 9J-5.016, F.A.C., concerning the Capital Improvements Element states, in part, "The Capital Improvements Element should include projects for which local government has fiscal responsibility."

**Objective 1.5: [CI]** (Effective 6/28/98)

Ensure that the City of Tallahassee and Leon County, their agents, and their assigns appropriate adequate funds and maintain an operational commitment sufficient to implement the various obligations of the Comprehensive Plan which are not addressed through the capital improvements planning requirements.

**Policy 1.5.1: [CI]** (Effective 6/28/98)

The City of Tallahassee and Leon County, either jointly or separately, shall, in conjunction with the Comprehensive Plan Evaluation and Appraisal Report process, undertake a periodic review of obligations set forth in the Comprehensive Plan for which they, or their agents or assigns, are responsible for implementing, and which are not otherwise addressed through the capital improvements planning process. Each obligation shall be evaluated; including: a) affirmation of the commitment to the obligation; b) demonstration of financial capacity and commitment to carry out the work necessary to fulfill the obligation; and c) an assessment as to the ability to perform, or have performed, required work within the specified period of time (as applicable).

Should the City of Tallahassee or Leon County determine, as an outcome of this review, that an obligation found in the Comprehensive Plan should be deleted or otherwise modified; the affected local government shall file, at the first available opportunity, an amendment to the Comprehensive Plan making corresponding appropriate revisions.

**Objective [CI] 1.6:** (Effective 12/8/98)

The City of Tallahassee and Leon County shall adopt and implement revised programs and/or policies which favor the funding and scheduling of their capital improvements programs and policies for the Central Core Area and Southern Strategy Area

**Policy [CI] 1.6.1:** (Effective 12/8/98)

The local governments shall commit to undertake needed repairs, replace obsolete infrastructure and facilities, and address existing infrastructure deficiencies within the Central Core Area and Southern Strategy Area. The identification of such projects shall be based on the Comprehensive Assessment of the Central Core Area; the Comprehensive Assessment of the Southern Strategy Area; the Strategic Implementation Plan of the Central Core Area; the Strategic Implementation Plan of the Southern Strategy Area; and, any applicable Sector Plans.

**Policy [CI] 1.6.2:** (Effective 12/8/98)

By 1999, the local governments shall establish criteria for evaluation of projects proposed for inclusion within the 5 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**

(Rev. Effective 9/19/91)

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
2. 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
3. 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. The local government and the applicant enter into an enforceable development agreement which shall provide, at a minimum, a schedule for construction of the public facilities and mechanisms for monitoring to insure that the public facilities are completed concurrent with the impacts of the development, or the development will not be allowed to proceed.
  - b. The public facilities which are impacted by a subsequent Development Order are operating and will continue to operate at or above the adopted LOS consistent with the conditions outlined in Policy 1.3.3 of the CIE and that the public facilities are contained in the Schedule of Capital Improvements of the Comprehensive Plan.
1. **Impact Fees.** Impact fee ordinances shall require the same standard for the level of service as is required by Policy 1.1.3., and may include standards for other types of public facilities not addressed under Policy 1.1.3. All impact fee ordinances necessary to support the financial feasibility of this element shall be adopted, or amended to the required standard for the level of service by January 31, 1991.
  2. **Annual Budget.** The annual budget shall include in its capital appropriations all projects in the Schedule of Capital Improvements that are planned for expenditure during the next fiscal year.
  3. **Capital Improvements Program.** The annual multi-year Capital Improvement Program (CIP) shall be prepared in conjunction with the annual review and update of the Capital Improvements Element. The CIP shall contain all of the projects listed in the Schedule of Capital Improvements of the updated version of the Capital Improvements Element.

4. **Semiannual Report.** The mandatory semiannual report to the Department of Community Affairs concerning amendments to the Comprehensive Plan due to emergencies, developments of regional impact and selected small developments shall report on changes, if any, to adopt goals, objectives and policies in the Capital Improvements Element.
5. **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:
  - a. Revision of population projections
  - b. Update of inventory of public facilities
  - c. Update of costs of public facilities
  - d. Update of Public Facilities Requirements analysis (actual levels of service compared to adopted (standards)
  - e. Update of revenue forecasts
  - f. Revise and develop capital improvements projects for the next five fiscal years
  - g. Update analysis of financial capacity
7. **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 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.

8. **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.
    - 1) Review of Annual Updates of this Capital Improvements Element, including updated supporting documents.
9. **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.



**Abbreviations & Acronyms**

AC	Advisory Committee	ESF	Emergency Support Function
ADA	America Disabilities Act	FAC	Florida Association of Counties
AFS	Administrative Financial System	FASB	Financial Accounting Standards Board
AGI	Adjusted Gross Income	FDOT	Florida Department of Transportation
AMT	Alternative Minimum Tax	FEMA	Federal Emergency Management Agency
BAR	Budget Amendment Request	FICA	Federal Insurance Contributions Act
BCP	Budget Change Proposal	FLUM	Future Land Use Map
BEA	Budget Enforcement Act	FNP	Florida Nutrition Program
BLS	Bureau of Labor Statistics	FS	Florida Statutes
BOCC	Board of County Commissioners	FTE	Full-time Equivalency
CHSP	Community Human Services Partnership	FY	Fiscal Year
CIP	Capital Improvement Program	GAAP	Generally Accepted Accounting Principles
COLA	Cost of Living Adjustment	GAL	Guardian Ad Litem
CPI	Consumer Price Index	GAO	Government Accountability Office
CRA	Community Redevelopment Act	GASB	Governmental Accounting Standards Board
CRTPA	Capital Region Transportation Planning Agency	GEM	Growth and Environmental Management
DEP	Department of Environmental Protection	GFOA	Government Finance Officers Association
DIA	Downtown Improvement Authority	GIS	Geographic Information Systems
DOR	Department of Revenue	GRPA	Government Performance & Results Act
DJJ	Department of Juvenile Justice	HAB	Healthcare Advisory Board
DRI	Development of Regional Impact	HFA	Housing Finance Authority
EDC	Economic Development Council	HHS	Health & Human Services
EEO	Equal Employment Opportunity		
EFT	Electronic Fund Transfer		
EMS	Emergency Medical Services		
EOC	Emergency Operations Center		

**Abbreviations & Acronyms**

HIPAA	Health Insurance Portability and Accountability Act	OSHA	Occupational Safety and Health Administration
HR	Human Resources	PETS	Permit Enforcement Tracking System
HUD	Housing & Urban Development	PIO	Public Information Office
ICLEI	International Council for Local Environmental Initiatives	PSCB	Public Safety Communications Board
ICMA	International City/County Management Association	PSCC	Public Safety Coordinating Council
IDP	Individual Development Plan	PUB	Planned Unit Development
IFAS	Integrated Fund Accounting System	RFP	Request for Proposals
JAG	Justice Assistance Grant	RP	Real Property
JE	Journal Entry	SAL	State Appropriations Limit
JV	Journal Voucher	SCRAM	Secure Continuous Remote Alcohol Monitor
LCCOL	Leon County Code of Law	SHIP	State Housing Initiative Plan
LCSO	Leon County Sheriff's Office	SLGS	State and Local Government Security
LOS	Level of Service	SPTR	Supervised Pre -Trial Release
LOST	Local Option Sales Tax	TDC	Tourist Development Council
MIS	Management Information Services	TFA	Transaction Function Activity Code
MOU	Memorandum of Understanding	TIF	Tax Increment Financing
MSTU	Municipal Services Taxing Unit	TIPS	Treasury Inflation Protected Securities
M/WSBE	Minority/Women Small Business Enterprise	TLCPD	Tallahassee-Leon County Planning Department
NA	Not Applicable, or Not Available	TMDL	Total Maximum Daily Load
NCGA	National Council on Governmental Accounting	TRIM	Truth In Millage
NCIC	National Crime Information Center	USA	Urban Services Area
NIPA	National Income and Product Accounts	USDA	United States Department of Agriculture
NPDES	Non-Point Discharge Elimination System	YTD	Year-to-Date
OGC	Office of General Council		
OMB	Office of Management and Budget		
OPS	Other Personnel Service		
ORG	Organization		

**Citizens' Guide to the Budget  
Budget Terms**

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**-A-**

**Accrual Accounting:**

A basis of accounting in which revenues are recorded when earned and expenses are recorded at the time they are incurred, instead of when cash is actually received or disbursed.

**Actual:**

Monies which have already been used or received.

**Ad Valorem Tax:**

A tax levied on the assessed value (net of any exemptions) of real or personal property. This is commonly referred to as property tax.

**Adjusted Final Millage:**

The actual tax rate levied by a local government when tax bills are issued. The rate is adjusted for corrected errors in property assessments for tax purposes and for changes in assessments made by property appraisal adjustment boards in each county. Usually, such changes are very slight and the adjusted millage sometimes does not change from the levy set by the taxing authority. State law provides for certain limitations.

**Adopted Budget:**

The financial plan of revenues and expenditures for a fiscal year as approved by the Leon County Board of Commission.

**Aggregate Millage Rate:**

The sum of all property tax levies imposed by the governing body of a county. State law limits the aggregate rate for a county or municipality to \$10.00 per \$ 1,000 of assessed taxable value.

**Amendment:**

A change to an adopted budget that may, or may not, increase or decrease a fund total. The change must be approved by the County Commission in certain instances.

**Appropriated Fund Balance:**

The fund balance is included as a revenue source in the annual budget.

**Appropriated Income:**

Florida Statute requires county governments to budget only ninety-five percent (95%) of the total revenue anticipated. Five (5%) percent of the total amount of revenues cannot be incorporated into the budget and made available for expenditure. Therefore, ninety-five percent (95%) of the one hundred percent (100%) of anticipated total revenues becomes the portion referred to as appropriated income.

**Appropriations:**

A specific amount of funds authorized to which financial obligations and expenditures may be made.

**Assessed Value:**

A value established by the County Property Appraiser for all real or personal property for use as a basis for levying property taxes.

**-B-**

**Balance:**

The balance for the current fiscal year. Balance is the difference between the projected expenditures and the expenditures occurred (balance= Budget- Expenditures).

**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.

**Bond:**

A written promise to pay a sum of money on a specific date at a specified interest rate as detailed in a bond ordinance.

**Budget:**

A fiscal plan for using financial and staff resources to accomplish specific goals and objectives within a definite time period.

**Budget Amendment Request (BAR):**

A proposal to change the dollar amount or scope of an activity or project after the budget has been approved by the Board of County Commissioners.

**Budget Change Proposal:**

A proposal to change the level of service or funding sources for activities authorized or to propose new program activities not currently authorized.

**Budget Message:**

A brief written statement presented by the County Administrator to explain principal budget issues and to identify policy-related issues to the Leon County Commission.

**Budget Resolution:**

The budget resolution establishes various budget totals, divides spending totals into functional categories and may include reconciliation instructions to designated departments.

**Budget Split:**

Allocation of salary across the Organizational Codes in an organization.

**-C-**

**Capital Improvement Projects:**

Physical assets, constructed or purchased, that have a minimum useful life of ten years and a minimum cost of \$10,000. These may include buildings, recreational facilities, road and drainage structures, and large pieces of equipment.

**Capital Improvement Program (CIP):**

A five-year plan for providing public physical improvements. The program provides the following information for each project: a time frame for completion, the location, description, an annual estimated expenditure and the proposed method of financing.

**Capital Outlay:**

Annual operating expenditures for the acquisition of, or addition to, fixed assets. These expenditures must cost more than \$750 and less than \$10,000 and will include construction projects, purchases of land, major renovations or repairs to existing grounds or facilities and acquisition of equipment.

**Chart of Accounts:**

A set of accounting codes characterizing transactions throughout the organization's financial systems. It facilitates the consistent coding of transactions for entry into the systems as well as computer manipulation of transaction data.

**Constitutional Officer:**

Positions established by Florida's Constitution. In Leon County there are five elected constitutional officers: Tax Collector, Sheriff, Property Appraiser, Supervisor of Elections, and Clerk of the Court.

**Contingency:**

A budgetary reserve to provide for emergency or unanticipated expenditures during the fiscal year.

**Continuation Budget Request:**

Includes funding required to continue the existing level of service in the service area.

**County Administrator:**

The Chief Executive Officer (CEO) of the County appointed by the Leon County Commission.

**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.

**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.

**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.

**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 (usually through some predetermined formula) to another level of government(s).

**Internal Service Fund:**

A fund established for the purpose of accounting for the transactions between government agencies.

**-L-**

**Line Item:**

A sub-classification of expenditures based on the type of goods or services.

**Long Term Debt:**

All senior debt, including bonds, debentures, bank debt, mortgages, deferred portions of long-term debt, and capital lease obligations.

**-M-**

**Master Lease Program:**

The method used to finance the purchase of new equipment and refinance existing equipment leases.

**Match:**

Refers to a cost sharing ratio for a State or County program which requires a County General Fund Contribution of a certain amount or percentage to qualify.

**Millage Rate:**

The rate used to calculate taxes based upon the assessed value of real property, countywide. One mill of tax is equal to \$1.00 for each \$1,000 of taxable property value.

**Mission Statement:**

A succinct description of the scope and purpose of a County department.

**Modified Accrual System:**

Accounting basis that records revenues when they are earned (whether or not cash is received then) and expenditures

when goods and services are received (whether or not cash payments are made then).

---

**Municipal Services Taxing Unit (MSTU):**

A district created by the county to place the burden of ad valorem taxes upon property in a geographic area to fund a particular service or services. In Leon County, MSTU's exist countywide to fund primary healthcare for the uninsured and emergency medical services.

**-N-****Net Budget:**

The legally adopted budget less all double counts required by fund accounting. For example, transfer between funds can appear in the budget of both funds and inflate the budget total. Other categories include internal service charge, reserves, debt proceeds, and other miscellaneous amounts.

**-O-****Object Code:**

An itemization of accounts within a fund that is used to identify and record the type and amount of expenditures. Some object codes are mandated by the State of Florida Uniform Accounting System.

**Operating Budget:**

A balanced fiscal plan for providing governmental programs and services for a single year.

**Operating Expenses:**

Fund expenses related directly to the fund=s primary activities for the current year and not defined as personal or capital outlays.

**Operating Transfer:**

Legally authorized transfer from a fund receiving revenue, to the fund through which the resources are to be expended.

**Other Personnel Service (OPS):**

A temporary position of specific duration not to exceed two years. The positions may be full-time or part-time.

**-P-****Performance Objective:**

A statement that describes in specific and measurable terms the results the program is expected to achieve within a certain time frame.

**Personal Services Expense:**

Expenses for salaries, wages, workers compensation, health/life insurance, and retirement contributions provided to County employees.

**Program:**

A broad function or area of responsibility of government services. It is a basic organizational unit of government that is composed of a group of specific activities and operations directed at attaining a common purpose or goal.

**Projection:**

Estimates of anticipated revenues, expenditures, or other budget amounts for specific time periods, usually in fiscal years.

**Property Tax:**

Taxes levied on all non-exempt real and personal property located within Leon County. Property taxes computed based on multiplying the millage rate by the assessed value of the property often referred to as *ad valorem tax*.

**Proprietary Fund/Agency:**

Commonly called "self-supporting" or "enterprise", these funds/agencies pay for all or most of their cost of operations from user fees, and receive little or no general property tax support.

**-R-**

**Real Property (RP):**

Land and the structures that are attached to it.

**Requisition:**

Notification of pre-encumbrance of commitment of funds for goods and services.

**Rescission:**

The withdrawal of authority to incur financial obligations that were previously provided by law and has not yet expired.

**Reserves:**

Appropriations of funds set aside to cover unanticipated or contingent expenses and shortfalls in revenues.

**Revenue:**

Funds collected to finance ongoing County services. Examples are: taxes, licenses and permits; intergovernmental revenue; charges for service; fines and forfeits; miscellaneous; and other financing sources.

**Rolled-Back Millage Rate:**

The millage rate that will provide the same property tax levy as was levied during the previous fiscal year, except for levies on new construction, additions to structures, deletions, and property added due to geographic boundary changes.

**-S-**

**Special Assessment:**

A levy made against certain properties to defray all or part of the cost of a specific capital improvement which benefits the owners of the property.

**Special Revenue Fund:**

A fund used to account for the proceeds of specific revenue sources, other than expendable trusts or major capital projects that are legally restricted to be used for specific purposes.

**State Shared Revenues:**

Revenues collected by the state and proportionately share with counties and/or municipalities on the basis of specific formulas.

**-T-**

**Tax Base:** The total property valuations on which taxes are levied.

**Tax Roll:** The certification of assessed/taxable values prepared by the Property Appraiser and presented to the Board of County Commissioners by July 1 of each year.

**Transfers:** As reflected in fund condition statements, transfers reflect the movement of resources from one fund and other fiscal and personal data for the past, current and budget years.

**Trust Fund:** Funds used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds.

**-U-**

**User Fee:** The fee charged to individuals or groups that receive a direct benefit of a public service, facility, or good.

**-W-**

**Workload Measure:** A unit of measure to identify the amount of work or product generated from specific activities. They form the basis for determining the unit's success at reaching its performance objectives.

<b>POPULATION</b>	<b>Leon County</b>	<b>Unincorporated</b>	<b>Incorporated</b>
Total Population	277,670	94,260	183,410
Median Age	31		
Total Leon County Registered Voters as of 7/1/13 <i>(Supervisor of Elections website)</i>	185,598		

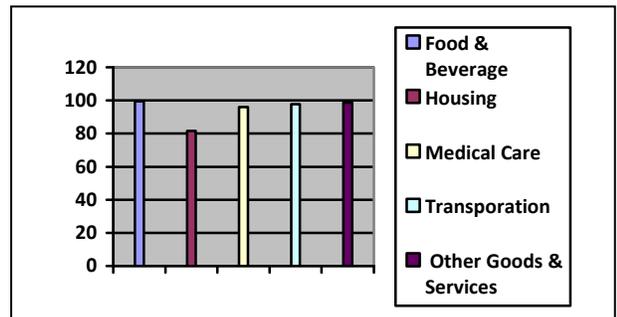
<b>LABOR FORCE</b> <i>(Economic Profile)</i>	<b>2012</b>	<b>2011</b>	<b>2010</b>
Civilian Labor Force	149,905	149,905	149,823
Employment	138,272	137,889	137,440
Unemployment	9,170	12,006	12,383
Unemployment Rate (%)	6.2%	8.00%	8.27%

<b>MEDIAN HOUSEHOLD INCOME</b> <i>(Source: Florida Research and Economic Database)</i>	<b>2012</b>	<b>2011</b>	<b>2010</b>
Leon County	\$44,857	\$42,393	\$40,725
Florida	\$44,390	\$44,390	\$44,755

<b>ANNUAL – CONSUMER PRICE INDEX</b>	<b>2012</b>	<b>2011</b>	<b>2010</b>
Leon County	94.4	93.7	94.1

**RETAIL PRICE INDEX – Leon County August 2012**  
*(Florida Statistical Abstract 2011 BEBR)*

Food & Beverages	99.47
Housing	81.57
Medical Care	96.06
Transportation	97.77
Other Goods & Services	98.63



**EDUCATION**

**Leon County Public K-12 Schools** ([www.leon.k12.fl.us](http://www.leon.k12.fl.us))

Elementary Schools	24
Middle Schools	8
High Schools	6
Special / Alternative Schools	6
Charter Schools	5

**Universities/ Colleges/Junior Colleges**

- Barry University
- Florida Agricultural & Mechanical University (FAMU)
- Florida State University (FSU)
- Flagler College at TCC
- Keiser University (Tallahassee location)
- Tallahassee Community College (TCC)

**Vocational/Technical Schools**

- Lively Technical Center
- North Florida Cosmetology Institute

**MUNICIPAL SERVICES**

**Libraries**

	<b>Branches</b>
Florida Agricultural & Mechanical University (FAMU)	5
Florida State University (FSU)	5
Legislative Library	1
Leon County Public Library System	6
State Library of Florida	1
Tallahassee Community College (TCC)	1

**Law Enforcement**

- FAMU Police Department
- Florida Department of Law Enforcement Capital Police (FDLE)
- FSU Police Department
- Leon County Sheriff's Office (LCSO)
- TCC Campus Police Department
- Tallahassee Police Department (TPD)

**Fire Department (*talgov.com*)**

	<b>Stations</b>
Tallahassee Fire Department	15

**Hospitals**

	<b>Beds</b>
Tallahassee Memorial Healthcare (TMH)	770
Capital Regional Medical Center	198

**Convention/Conference Centers**

	<b>Seats</b>
Tallahassee - Leon County Civic Center	13,000
Florida State Conference Center	375

**Utilities**

- Tallahassee City Limits*
- Electric, Gas, Water, Tapping, Sewer, Solid Waste, Stormwater
- Outside City Limits*
- Electric, Water, Sewer Utility Services, Gas, Solid Waste

**Franchise Agreements**

- Sewer
- Solid Waste
- Water

**TRANSPORTATION**

**Tallahassee Regional Airport**

Major Airlines	
<ul style="list-style-type: none"> <li>• American Airlines</li> <li>• Delta Air Lines</li> <li>• Silver Airways</li> <li>• U.S. Airways Express</li> </ul>	
Commercial Service Carriers	8
Ground Transportation/Vehicle Rental Services	12

**Railroad Services**

CSX Transportation

**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 (2013)**

**Local**

**Ad Valorem Millage Rates (Adopted)**

	<u>City/DIA</u>	<u>City</u>	<u>Uninc.</u>
Countywide	8.3144	8.3144	8.3144
Healthcare MSTU	0.00	0.00	0.00
Emergency Medical Services (EMS) MSTU	0.50	0.50	0.50
City of Tallahassee	3.7000	3.7000	0.00
City of Tallahassee Downtown Improvement Authority (DIA)	1.00	0.00	0.00
Leon County School Board	7.346	7.346	7.346
Northwest FL Water Management District	0.040	0.040	0.040
<b>Total</b>	<b>20.9004</b>	<b>19.9004</b>	<b>16.2004</b>

Ad Valorem Tax Exemption Available

Yes

General Homestead Exemption

25,000

**Note:** (Effective January 1, 2008, there is an additional \$25,000 exemption on Non-School taxes for the values greater than \$50,000)

Senior Citizen Homestead Exemption Available

Yes

Discretionary Sales Surtax

1.5%

Utility Service Tax (Public Service Tax)

10.0%

Local Communications Services Tax (CST)

6.290%

**State**

Corporate Income Tax

5.5%

Personal Income Tax

0.0%

Retail Sales Tax

6.0%

Motor Fuel (Gasoline) Tax

0.267

**State Enterprise Zone**

Yes

EZ-3701

**Federal Enterprise Zone**

Yes

**FINANCIAL INSTITUTIONS**

Banks/Branches

20

Credit Unions

15

Savings and Loans

27

**QUALITY OF LIFE**

**Averages**

July Average Temperature (Fahrenheit)

92 (High)

72 (Low)

January Average Temperature (Fahrenheit)

63 (High)

38 (Low)

Average Rainfall (Inches)

63.21

Average Number of Sunny or Partly Sunny Days

231

**Outdoors Activities**

Boat Landings	23		
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			
• South of Soho Gallery			
• Thomas Deans & Company			
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			
Lakes	200		
Museums			
• Riley House Museum			
• Goodwood-Museum & Gardens			
• Historical Museum of Florida History			
• Old Capital Museum			
• Tallahassee Museum of History & Natural Science			
• Black Archives Research Center			
• Odyssey Science Center			
• San Marcos Apalache Historic State Park			
• Tallahassee Antique Car Museum			
• Mission San Luis			
• Knott House Museum			
• Florida Association of Museums			
Parks	96	61 City	35 County
Reservations	1		
Special Events	7		

**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

**TRAVEL DISTANCE FROM TALLAHASSEE (in miles)**

New York, New York	1091	Memphis, Tennessee	543
Atlanta, Georgia	273	Miami, Florida	480
Birmingham, Alabama	302	Montgomery, Alabama	210
Gainesville, Florida	151	New Orleans, Louisiana	384
Houston, Texas	709	Orlando, Florida	257
Jackson, Mississippi	475	Panama City, Florida	121
Jacksonville, Florida	163	Pensacola, Florida	197
Key West, Florida	639	Portland, Oregon	2774
San Diego, California	2,182	Savannah, Georgia	300
Louisville, Kentucky	666	Fishkill, New York	1155
Macon, Georgia	197	Tampa, Florida	274
Melbourne, Florida	326	Washington, D.C.	871



Courtesy of Nations Online Project- [www.nationsonline.org](http://www.nationsonline.org)



**December 2012**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Monday, December 10, 2012	Board Retreat	Board of County Commissioners (BOCC) Executive Staff

**December 2012**

SUN	MON	TUE	WED	THU	FRI	SAT
						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						

**January 2013**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Thursday, January 17, 2013	Internal Service Requests Matrix Distributed to Departments/Constitutional/Judicial Officers	Facilities Management Management Information Systems Human Resources Office of Management and Budget (OMB)

**January 2013**

SUN	MON	TUE	WED	THU	FRI	SAT
		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 2013**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Friday, February 8, 2013	Departments/Constitutional/ Judicial Officers submit Internal Service Requests	Facilities Management Management Information Systems Human Resources Office of Management and Budget (OMB)
Tuesday, February 19, 2013 Wednesday, February 20, 2013	GOVMAX Budget Training	OMB/ All Departments
Wednesday, February 20, 2013	Deadline for New Capital Project Requests	OMB/All Departments

**February 2013**

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

**March 2013**

Tuesday, March 12, 2013	Workshop on Storm Non-Ad Valorem Assessment	BOCC/OMB/Public Works
Tuesday, March 12, 2013	Establish maximum funding levels for outside agencies at Regular Meeting	Board of County Commissioners (BOCC)
Tuesday, March 12, 2013	Agenda Request - Implementation of the additional Five-Cent Gas Tax	Board of County Commissioners (BOCC)
Friday, March 22, 2013	Deadline for Departments to notify OMB for budget issues and submit requested Operating and Capital budgets	OMB/ All Departments

**March 2013**

SU	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

**April 2013**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Tuesday, April 16, 2013 through Thursday, April 18, 2013	Executive Budget Hearings with Board Departments	County Administrator/OMB/ All Departments
Tuesday, April 23, 2013	Workshop on Solid Waste Non-Ad Valorem Assessments & Gas Taxes	BOCC/OMB/Solid Waste/ Public Works

April 2013						
SUN	MON	TUE	WED	THU	FRI	SAT
	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				

**May 2013**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Tuesday, April 23, 2013	Presentation of Mid-Year Financial Report	BOCC/ County Administrator/OMB
Wednesday, May 8, 2013, and Thursday, May 9, 2013	Budget Hearings with Constitutionals	BOCC/County Administrator/OMB/Constitutional Officers
Tuesday, May 21, 2013 12:00—3:00 pm	Budget Workshop with Board Departments and Legislative actions that may impact the FY 14 Budget	BOCC/ County Administrator/OMB/ All Departments

May 2013						
SUN	MON	TUE	WED	THU	FRI	SAT
			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	

**June 2013**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Saturday, June 1, 2013	Receive Tentative Certified Values from Property Appraiser	Property Appraiser
Saturday, June 1 2013	Notice to Property Appraisers regarding possible Non-Ad Valorem assessments for TRIM notice	Public Works/OMB/ Property Appraiser

June 2013						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**July 2013**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Monday, July 1, 2013	Certified Taxable Values provided by Property Appraiser	Property Appraiser
Monday, July 1, 2013	Non-Ad Valorem assessments to be included on TRIM due to Property Appraiser	BOCC/ County Administrator/ OMB/ Property Appraiser
Monday, July 8, 2013 9:00 am – 5:00 pm Tuesday, July 9, 2013 9:00 am — 3:00 pm (if necessary)	FY 14 Budget Workshops	BOCC/ County Administrator/ OMB/All Departments
Tuesday, July 9, 2013	Ratification of Budget Workshops and establishing the maximum millage rate for TRIM	County Administrator/ OMB

July 2013						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**August 2013**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Sunday, August 4, 2013	TRIM Maximum Millage Notice due to Property Appraiser and Department of Revenue	County Administrator/OMB/ Property Appraiser
Saturday, August 24, 2013	Last day for Property Appraiser to mail TRIM notices	Property Appraiser

August 2013						
SUN	MON	TUE	WED	THU	FRI	SAT
				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

**September 2013**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Friday, September 13, 2013	Certification of Non-Ad Valorem assessment roll due to Tax Collector	GIS
Tuesday, September 17, 2013	BOCC- 1st Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2013/2014	BOCC/ County Administrator/ OMB/ Departments/ Citizens
Tuesday, September 24, 2013	BOCC 2nd Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2013/2014	BOCC/ County Administrator/ OMB/ Departments/ Citizens
Friday, September 27, 2013	Submit Adopted Budget Resolutions to Property Appraiser and Tax Collector	County Administrator/OMB

September 2013						
SUN	MON	TUE	WED	THU	FRI	SAT
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 2013**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Tuesday, October 1, 2013	Beginning of New Fiscal Year	OMB
Thursday, October 24, 2013	30 day deadline to publish the adopted budget online	OMB
Thursday, October 24, 2013	Final Day to Submit TRIM Compliance Certification to Department of Revenue (DOR)	County Administrator/ OMB

October 2013						
SUN	MON	TUE	WED	THU	FRI	SAT
		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		



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Leon County Fiscal Year 2014 Adopted Budget

County Commission

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-100-511 County Commission</b>				
51100 Executive Salaries	547,235	535,024	535,367	540,421
51200 Regular Salaries And Wages	390,062	406,302	393,427	394,040
52100 Fica Taxes	68,838	71,774	70,972	72,312
52200 Retirement Contribution	67,392	66,815	145,281	147,960
52300 Life & Health Insurance	129,171	133,181	119,373	123,569
52400 Workers Compensation	2,437	1,139	1,591	1,622
001-100-511 Totals	<u>1,205,135</u>	<u>1,214,235</u>	<u>1,266,011</u>	<u>1,279,924</u>
<b>001-101-511 Commission District 1</b>				
54000 Travel & Per Diem	6,350	5,000	5,000	5,000
54100 Communications	675	500	500	500
54900 Other Current Charges & Obligations	1,619	3,400	3,400	3,400
55100 Office Supplies	360	400	400	400
55200 Operating Supplies	0	200	200	200
001-101-511 Totals	<u>9,005</u>	<u>9,500</u>	<u>9,500</u>	<u>9,500</u>
<b>001-102-511 Commission District 2</b>				
54000 Travel & Per Diem	2,309	5,200	5,200	5,200
54100 Communications	553	300	300	300
54700 Printing And Binding	0	200	200	200
54900 Other Current Charges & Obligations	0	2,929	2,929	2,929
55100 Office Supplies	148	700	700	700
55200 Operating Supplies	1,799	100	100	100
55400 Publications, Subscriptions & Membe	0	71	71	71
001-102-511 Totals	<u>4,808</u>	<u>9,500</u>	<u>9,500</u>	<u>9,500</u>
<b>001-103-511 Commission District 3</b>				
54000 Travel & Per Diem	6,539	5,000	5,000	5,000
54200 Postage	0	1,000	1,000	1,000
54700 Printing And Binding	0	1,000	1,000	1,000
54900 Other Current Charges & Obligations	0	1,000	1,000	1,000
55100 Office Supplies	5	400	400	400
55200 Operating Supplies	2,319	1,100	1,100	1,100
001-103-511 Totals	<u>8,863</u>	<u>9,500</u>	<u>9,500</u>	<u>9,500</u>
<b>001-104-511 Commission District 4</b>				
54000 Travel & Per Diem	7,151	8,200	8,200	8,200
55100 Office Supplies	0	300	300	300
55200 Operating Supplies	1,354	1,000	1,000	1,000
001-104-511 Totals	<u>8,505</u>	<u>9,500</u>	<u>9,500</u>	<u>9,500</u>
<b>001-105-511 Commission District 5</b>				
54000 Travel & Per Diem	3,210	7,700	7,700	7,700
54900 Other Current Charges & Obligations	0	1,200	0	0
55100 Office Supplies	178	300	300	300
55200 Operating Supplies	1,212	0	1,200	1,200
55400 Publications, Subscriptions & Membe	0	300	300	300
001-105-511 Totals	<u>4,601</u>	<u>9,500</u>	<u>9,500</u>	<u>9,500</u>

Leon County Fiscal Year 2014 Adopted Budget

County Commission

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-106-511 Commission At-Large (Group 1)</b>				
54000 Travel & Per Diem	6,328	5,000	5,000	5,000
54100 Communications	23	0	0	0
54200 Postage	0	50	50	50
54700 Printing And Binding	0	100	100	100
54900 Other Current Charges & Obligations	90	1,350	1,350	1,350
55100 Office Supplies	0	1,000	1,000	1,000
55200 Operating Supplies	3,225	2,000	2,000	2,000
001-106-511 Totals	<u>9,666</u>	<u>9,500</u>	<u>9,500</u>	<u>9,500</u>
<b>001-107-511 Commission At-Large (Group 2)</b>				
54000 Travel & Per Diem	5,882	6,250	6,250	6,250
54100 Communications	380	650	650	650
54700 Printing And Binding	182	150	150	150
54900 Other Current Charges & Obligations	544	1,200	1,200	1,200
55100 Office Supplies	261	500	500	500
55200 Operating Supplies	1,377	250	250	250
55400 Publications, Subscriptions & Membe	255	500	500	500
001-107-511 Totals	<u>8,880</u>	<u>9,500</u>	<u>9,500</u>	<u>9,500</u>
<b>001-108-511 Commissioners' Account</b>				
54101 Communication - Phone System	1,246	1,000	1,175	1,175
54200 Postage	96	1,500	1,500	1,500
54400 Rentals And Leases	0	3,000	1,658	1,658
54700 Printing And Binding	0	4,000	4,000	4,000
54900 Other Current Charges & Obligations	175	1,000	1,000	1,000
55100 Office Supplies	0	700	700	700
55200 Operating Supplies	18,989	12,865	12,865	12,865
001-108-511 Totals	<u>20,506</u>	<u>24,065</u>	<u>22,898</u>	<u>22,898</u>
County Commission Totals	<u>1,279,969</u>	<u>1,304,800</u>	<u>1,355,409</u>	<u>1,369,322</u>

County Administration

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-110-512 County Administration</b>				
51200 Regular Salaries And Wages	405,034	411,110	411,559	406,481
52100 Fica Taxes	22,594	23,179	22,495	23,080
52200 Retirement Contribution	23,961	24,164	65,561	66,244
52205 Other Retirement Contributions	13,300	15,620	0	0
52300 Life & Health Insurance	41,487	37,667	37,981	39,391
52305 Disability Insurance	0	3,508	3,508	3,508
52400 Workers Compensation	1,053	515	690	703
54000 Travel & Per Diem	8,738	12,900	12,900	12,900
54100 Communications	248	0	0	0
54101 Communication - Phone System	1,294	1,040	1,375	1,375
54200 Postage	0	300	300	300
54700 Printing And Binding	0	60	60	60
55100 Office Supplies	76	580	580	580
55200 Operating Supplies	991	900	900	900
55400 Publications, Subscriptions & Membe	1,179	1,317	1,317	1,317
55401 Training	1,528	300	300	300
001-110-512 Totals	<u>521,483</u>	<u>533,160</u>	<u>559,526</u>	<u>557,139</u>
County Administration Totals	<u><u>521,483</u></u>	<u><u>533,160</u></u>	<u><u>559,526</u></u>	<u><u>557,139</u></u>

Strategic Initiatives

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-115-513 Strategic Initiatives</b>				
51200 Regular Salaries And Wages	460,029	542,410	591,803	586,495
51250 Regular OPS Salaries	0	0	16,770	16,770
52100 Fica Taxes	32,074	39,774	42,640	43,552
52200 Retirement Contribution	21,907	28,363	51,321	52,325
52300 Life & Health Insurance	87,900	90,109	116,832	121,389
52400 Workers Compensation	1,195	2,607	986	1,006
53100 Professional Services	15,851	20,684	20,684	20,684
54000 Travel & Per Diem	3,381	5,300	5,300	5,300
54100 Communications	607	0	0	0
54101 Communication - Phone System	569	150	175	175
54200 Postage	0	2,512	2,512	2,512
54700 Printing And Binding	8,542	15,800	15,800	15,800
54800 Promotional Activities	87,925	63,000	82,400	82,400
54900 Other Current Charges & Obligations	854	0	0	0
55100 Office Supplies	2,592	1,680	1,680	1,680
55200 Operating Supplies	5,312	6,000	6,000	6,000
55400 Publications, Subscriptions & Membe	1,757	1,430	1,430	1,430
55401 Training	0	900	900	900
001-115-513 Totals	<u>730,494</u>	<u>820,719</u>	<u>957,233</u>	<u>958,418</u>
Strategic Initiatives Totals	<u>730,494</u>	<u>820,719</u>	<u>957,233</u>	<u>958,418</u>

Leon County Fiscal Year 2014 Adopted Budget

Human Resources

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-160-513 Human Resources</b>				
51200 Regular Salaries And Wages	673,265	708,991	731,927	722,931
51250 Regular OPS Salaries	1,594	0	0	0
51300 Other Salaries & Wages	5,509	0	0	0
52100 Fica Taxes	49,502	53,988	54,859	55,854
52200 Retirement Contribution	34,572	37,550	61,532	62,482
52210 Deferred Compensation Match	2,236	1,360	1,380	1,400
52300 Life & Health Insurance	104,893	108,714	117,894	122,169
52400 Workers Compensation	1,907	938	1,402	1,426
53100 Professional Services	9,995	0	20,000	20,000
53500 Investigations	5,453	11,750	11,750	11,750
54000 Travel & Per Diem	2,292	5,438	5,438	5,438
54100 Communications	14	1,215	1,215	1,215
54101 Communication - Phone System	1,238	1,150	1,365	1,365
54200 Postage	2,045	2,685	2,685	2,685
54400 Rentals And Leases	8,022	9,484	5,240	5,240
54600 Repairs And Maintenance	972	0	0	0
54700 Printing And Binding	1,412	3,850	3,850	3,850
54800 Promotional Activities	187	2,172	2,172	2,172
54801 Recruitment	44,439	52,925	52,925	52,925
54900 Other Current Charges & Obligations	21,547	25,000	39,864	39,864
54909 Employee Incentives	14,124	23,900	23,900	23,900
54917 Employee Assistance Program	2,820	3,000	3,000	3,000
54918 Staff Development & Training	4,623	27,983	27,983	27,983
54950 Tuition Assistance	43,351	49,225	49,225	49,225
55100 Office Supplies	3,644	5,440	4,440	4,440
55200 Operating Supplies	4,698	4,772	5,772	5,772
55400 Publications, Subscriptions & Membe	971	2,599	2,599	2,599
55401 Training	2,135	6,389	6,389	6,389
56400 Machinery And Equipment	7,982	0	0	0
001-160-513 Totals	<u>1,055,442</u>	<u>1,150,518</u>	<u>1,238,806</u>	<u>1,236,074</u>
Human Resources Totals	<u><u>1,055,442</u></u>	<u><u>1,150,518</u></u>	<u><u>1,238,806</u></u>	<u><u>1,236,074</u></u>

Management Information Services

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-171-513 Management Information Services</b>				
51200 Regular Salaries And Wages	2,067,518	2,746,364	2,860,674	2,829,600
51250 Regular OPS Salaries	17,973	0	0	0
51400 Overtime	5,085	12,360	12,360	12,360
52100 Fica Taxes	148,543	204,640	212,496	216,777
52200 Retirement Contribution	102,003	142,818	220,723	224,889
52210 Deferred Compensation Match	2,519	3,660	3,715	3,771
52300 Life & Health Insurance	303,183	397,270	395,227	409,318
52400 Workers Compensation	205	3,314	4,799	4,892
53400 Other Contractual Services	151,251	182,000	182,000	182,000
54000 Travel & Per Diem	14,964	17,300	17,300	17,300
54100 Communications	29,155	30,000	30,000	30,000
54101 Communication - Phone System	9,727	86,840	8,380	8,380
54200 Postage	1,819	1,500	1,500	1,500
54400 Rentals And Leases	7,063	8,440	6,650	6,650
54505 Vehicle Coverage	1,071	2,503	2,330	2,330
54600 Repairs And Maintenance	1,084,486	1,264,959	1,430,964	1,442,714
54601 Vehicle Repair	2,704	4,850	4,030	4,030
54700 Printing And Binding	435	1,450	1,750	1,750
55100 Office Supplies	4,289	7,320	7,020	7,020
55200 Operating Supplies	74,950	94,850	94,850	94,850
55210 Fuel & Oil	3,230	3,415	3,575	3,575
55400 Publications, Subscriptions & Membe	1,552	1,500	1,500	1,500
55401 Training	41,305	40,925	40,925	40,925
001-171-513 Totals	<u>4,075,030</u>	<u>5,258,278</u>	<u>5,542,768</u>	<u>5,546,131</u>
<b>001-171-713 Article V MIS</b>				
51200 Regular Salaries And Wages	609,312	0	0	0
51250 Regular OPS Salaries	2	0	0	0
51400 Overtime	1,510	0	0	0
52100 Fica Taxes	43,268	0	0	0
52200 Retirement Contribution	28,959	0	0	0
52300 Life & Health Insurance	74,237	0	0	0
52400 Workers Compensation	6,637	0	0	0
53400 Other Contractual Services	20,200	0	0	0
54600 Repairs And Maintenance	262,243	0	0	0
55200 Operating Supplies	19,506	0	0	0
001-171-713 Totals	<u>1,065,874</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>001-411-529 Public Safety Complex Technology</b>				
51200 Regular Salaries And Wages	0	135,939	139,125	136,980
52100 Fica Taxes	0	7,724	7,802	7,958
52200 Retirement Contribution	0	5,230	7,088	7,230
52300 Life & Health Insurance	0	23,148	23,120	24,030
52400 Workers Compensation	0	122	174	178
54000 Travel & Per Diem	0	500	1,000	1,000
54400 Rentals And Leases	0	3,500	7,000	7,000
54600 Repairs And Maintenance	0	70,986	147,271	147,271
55100 Office Supplies	0	150	300	300
55200 Operating Supplies	0	500	1,000	1,000
55401 Training	0	1,000	2,000	2,000
001-411-529 Totals	<u>0</u>	<u>248,799</u>	<u>335,880</u>	<u>334,947</u>

Management Information Services

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-421-539 Geographic Info. Systems</b>				
51200 Regular Salaries And Wages	971,927	985,594	958,556	947,169
51250 Regular OPS Salaries	20,165	0	0	0
51400 Overtime	55	0	0	0
52100 Fica Taxes	71,701	74,087	70,731	72,167
52200 Retirement Contribution	49,630	52,790	79,664	81,030
52210 Deferred Compensation Match	1,640	1,987	2,017	2,047
52300 Life & Health Insurance	113,389	130,294	136,042	141,194
52400 Workers Compensation	2,525	1,196	1,597	1,630
53100 Professional Services	49,250	40,000	90,000	90,000
53400 Other Contractual Services	462,752	466,059	466,059	466,059
54000 Travel & Per Diem	12,120	29,030	29,030	29,030
54100 Communications	1,453	5,000	5,000	5,000
54101 Communication - Phone System	1,017	905	1,070	1,070
54200 Postage	162	956	956	956
54600 Repairs And Maintenance	2,000	2,000	2,000	2,000
54700 Printing And Binding	0	1,000	1,000	1,000
55100 Office Supplies	3,851	3,990	3,990	3,990
55200 Operating Supplies	9,249	9,300	9,300	9,300
55400 Publications, Subscriptions & Membe	670	1,000	1,000	1,000
55401 Training	12,750	18,550	18,550	18,550
001-421-539 Totals	<u>1,786,306</u>	<u>1,823,738</u>	<u>1,876,562</u>	<u>1,873,192</u>
Management Information Services Totals	<u><u>6,927,210</u></u>	<u><u>7,330,815</u></u>	<u><u>7,755,210</u></u>	<u><u>7,754,270</u></u>

Leon County Fiscal Year 2014 Adopted Budget

County Attorney

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-120-514 County Attorney</b>				
51200 Regular Salaries And Wages	938,650	946,556	982,102	971,248
52100 Fica Taxes	59,927	62,173	63,692	65,085
52200 Retirement Contribution	50,689	51,935	107,110	108,565
52205 Other Retirement Contributions	16,026	16,026	16,186	16,186
52210 Deferred Compensation Match	1,233	1,673	1,698	1,723
52300 Life & Health Insurance	122,589	110,906	112,253	116,361
52305 Disability Insurance	0	3,369	3,369	3,369
52400 Workers Compensation	1,769	904	1,329	1,354
52600 Class C Travel	41	0	0	0
53100 Professional Services	282,404	365,000	365,000	455,000
53300 Court Reporter Services	483	4,000	2,000	2,000
53400 Other Contractual Services	8,868	10,116	10,116	10,116
54000 Travel & Per Diem	15,762	17,700	17,700	17,700
54100 Communications	1,606	2,000	2,000	2,000
54101 Communication - Phone System	1,086	850	1,020	1,020
54110 Com-net Communications	60	0	0	0
54200 Postage	747	1,344	900	900
54400 Rentals And Leases	4,653	4,200	2,321	2,321
54600 Repairs And Maintenance	611	1,411	410	410
54700 Printing And Binding	5,535	11,700	11,700	11,700
55100 Office Supplies	8,309	5,805	7,500	7,500
55200 Operating Supplies	8,952	2,800	4,550	4,550
55400 Publications, Subscriptions & Membe	63,802	49,250	49,250	49,250
55401 Training	570	1,000	1,000	1,000
001-120-514 Totals	<u>1,594,371</u>	<u>1,670,718</u>	<u>1,763,206</u>	<u>1,849,358</u>
County Attorney Totals	<u><u>1,594,371</u></u>	<u><u>1,670,718</u></u>	<u><u>1,763,206</u></u>	<u><u>1,849,358</u></u>

Permit and Code Services

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>121-423-537 Permit &amp; Code Services</b>				
51200 Regular Salaries And Wages	316,516	340,033	307,280	303,988
52100 Fica Taxes	23,321	25,362	22,798	23,254
52200 Retirement Contribution	15,693	17,420	21,986	22,425
52210 Deferred Compensation Match	981	2,510	2,548	2,587
52300 Life & Health Insurance	66,287	69,381	62,509	64,971
52400 Workers Compensation	920	464	717	731
53100 Professional Services	0	1,120	1,120	1,120
54000 Travel & Per Diem	536	2,145	2,145	2,145
54100 Communications	0	480	480	480
54101 Communication - Phone System	2,702	2,060	2,465	2,465
54200 Postage	6,233	3,122	3,122	3,122
54400 Rentals And Leases	1,460	0	0	0
54505 Vehicle Coverage	602	1,665	1,681	1,681
54600 Repairs And Maintenance	743	636	636	636
54601 Vehicle Repair	847	1,936	2,020	2,020
54700 Printing And Binding	66	500	500	500
54900 Other Current Charges & Obligations	5,131	3,500	3,500	3,500
55100 Office Supplies	1,911	2,911	2,911	2,911
55200 Operating Supplies	3,520	10,997	10,997	10,997
55210 Fuel & Oil	1,362	1,875	1,825	1,825
55400 Publications, Subscriptions & Membe	1,259	1,127	1,127	1,127
55401 Training	0	1,000	1,000	1,000
121-423-537 Totals	<u>450,092</u>	<u>490,244</u>	<u>453,367</u>	<u>453,485</u>
Permit and Code Services Totals	<u><u>450,092</u></u>	<u><u>490,244</u></u>	<u><u>453,367</u></u>	<u><u>453,485</u></u>

DS Support Services

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>121-424-537 DS Support Services</b>				
51200 Regular Salaries And Wages	226,530	241,346	225,345	222,869
52100 Fica Taxes	15,130	16,959	15,698	16,068
52200 Retirement Contribution	12,596	13,699	27,945	28,292
52210 Deferred Compensation Match	728	0	0	0
52300 Life & Health Insurance	32,195	34,353	32,500	33,620
52400 Workers Compensation	589	294	381	388
53400 Other Contractual Services	0	500	500	500
54000 Travel & Per Diem	889	4,015	4,015	4,015
54100 Communications	0	0	580	580
54200 Postage	0	1,000	720	720
54400 Rentals And Leases	6,500	11,900	6,575	6,575
54600 Repairs And Maintenance	916	3,546	3,246	3,246
54700 Printing And Binding	0	3,000	3,000	3,000
55100 Office Supplies	955	1,058	1,058	1,058
55200 Operating Supplies	4,285	8,194	8,194	8,194
55400 Publications, Subscriptions & Membe	721	1,682	1,682	1,682
55401 Training	250	1,400	1,400	1,400
121-424-537 Totals	<u>302,285</u>	<u>342,946</u>	<u>332,839</u>	<u>332,207</u>
DS Support Services Totals	<u><u>302,285</u></u>	<u><u>342,946</u></u>	<u><u>332,839</u></u>	<u><u>332,207</u></u>

Building Plans Review & Inspection

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>120-220-524 Building Plans Review and Inspection</b>				
51200 Regular Salaries And Wages	650,751	683,334	799,271	789,123
51400 Overtime	0	5,040	5,040	5,040
52100 Fica Taxes	48,158	51,531	59,350	60,421
52200 Retirement Contribution	32,518	35,166	52,336	53,335
52210 Deferred Compensation Match	1,123	2,300	2,335	2,371
52300 Life & Health Insurance	125,834	127,027	133,652	138,728
52400 Workers Compensation	12,439	5,964	8,799	8,976
53400 Other Contractual Services	0	2,000	2,000	2,000
54000 Travel & Per Diem	0	1,232	1,232	1,232
54100 Communications	7,258	22,741	22,741	22,741
54101 Communication - Phone System	1,587	900	885	885
54200 Postage	270	3,000	3,000	3,000
54400 Rentals And Leases	4,046	5,428	3,536	3,536
54505 Vehicle Coverage	2,885	7,398	5,473	5,473
54600 Repairs And Maintenance	0	618	618	618
54601 Vehicle Repair	5,773	7,148	6,405	6,405
54700 Printing And Binding	1,437	7,500	7,500	7,500
54900 Other Current Charges & Obligations	0	1,820	1,820	1,820
55100 Office Supplies	869	3,784	3,784	3,784
55200 Operating Supplies	4,066	10,720	10,720	10,720
55210 Fuel & Oil	15,520	24,375	18,250	18,250
55400 Publications, Subscriptions & Membe	5,296	5,448	5,448	5,448
55401 Training	962	12,700	12,700	12,700
120-220-524 Totals	<u>920,794</u>	<u>1,027,174</u>	<u>1,166,895</u>	<u>1,164,106</u>
Building Plans Review & Inspection Totals	<u><u>920,794</u></u>	<u><u>1,027,174</u></u>	<u><u>1,166,895</u></u>	<u><u>1,164,106</u></u>

Environmental Services

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>121-420-537 Environmental Services</b>				
51200 Regular Salaries And Wages	881,906	880,436	912,216	902,394
51400 Overtime	0	3,000	3,000	3,000
52100 Fica Taxes	63,698	66,296	67,707	69,115
52200 Retirement Contribution	44,950	46,512	80,536	81,920
52210 Deferred Compensation Match	2,754	5,125	5,202	5,280
52300 Life & Health Insurance	157,844	156,997	158,609	164,516
52400 Workers Compensation	18,940	8,709	13,070	13,328
54000 Travel & Per Diem	2,985	4,400	4,400	4,400
54100 Communications	4,010	9,208	9,768	9,768
54101 Communication - Phone System	535	680	825	825
54200 Postage	1,572	1,970	1,970	1,970
54505 Vehicle Coverage	2,287	7,086	5,668	5,668
54601 Vehicle Repair	5,476	10,866	8,718	8,718
54700 Printing And Binding	553	1,205	1,205	1,205
54900 Other Current Charges & Obligations	0	1,050	1,050	1,050
55100 Office Supplies	900	3,162	3,162	3,162
55200 Operating Supplies	6,308	6,467	6,039	6,176
55210 Fuel & Oil	16,668	20,625	20,075	20,075
55400 Publications, Subscriptions & Membe	654	1,165	1,165	1,165
55401 Training	3,040	8,000	8,000	8,000
121-420-537 Totals	<u>1,215,080</u>	<u>1,242,959</u>	<u>1,312,385</u>	<u>1,311,735</u>
Environmental Services Totals	<u><u>1,215,080</u></u>	<u><u>1,242,959</u></u>	<u><u>1,312,385</u></u>	<u><u>1,311,735</u></u>

Development Services

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>121-422-537 Development Services</b>				
51200 Regular Salaries And Wages	385,971	423,902	429,485	424,818
51300 Other Salaries & Wages	759	0	0	0
52100 Fica Taxes	28,125	31,450	32,141	32,774
52200 Retirement Contribution	19,025	21,634	29,203	29,776
52210 Deferred Compensation Match	1,086	2,719	2,760	2,802
52300 Life & Health Insurance	94,675	110,139	91,889	95,362
52400 Workers Compensation	2,682	1,283	1,895	1,931
54000 Travel & Per Diem	779	8,300	8,300	8,300
54100 Communications	0	1,836	1,836	1,836
54101 Communication - Phone System	555	740	900	900
54200 Postage	1,247	3,882	3,882	3,882
54505 Vehicle Coverage	449	1,142	1,519	1,519
54601 Vehicle Repair	324	797	845	845
54700 Printing And Binding	1,622	4,025	4,025	4,025
54900 Other Current Charges & Obligations	9,453	31,092	31,092	31,092
55100 Office Supplies	1,183	3,996	3,996	3,996
55200 Operating Supplies	2,989	5,071	5,071	5,071
55210 Fuel & Oil	1,079	1,690	1,460	1,460
55400 Publications, Subscriptions & Membe	4,529	3,493	3,493	3,493
55401 Training	1,829	5,475	5,475	5,475
121-422-537 Totals	<u>558,362</u>	<u>662,666</u>	<u>659,267</u>	<u>659,357</u>
Development Services Totals	<u><u>558,362</u></u>	<u><u>662,666</u></u>	<u><u>659,267</u></u>	<u><u>659,357</u></u>

DEP Storage Tank

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>125-866-524 DEP Storage Tank</b>				
51200 Regular Salaries And Wages	103,774	101,677	105,355	104,230
51400 Overtime	0	3,000	3,000	3,000
52100 Fica Taxes	7,795	7,939	8,092	8,250
52200 Retirement Contribution	4,997	5,375	7,352	7,494
52210 Deferred Compensation Match	455	1,255	1,274	1,293
52300 Life & Health Insurance	15,716	18,444	18,602	19,191
52400 Workers Compensation	2,895	1,340	2,022	2,062
54000 Travel & Per Diem	0	2,341	2,341	2,341
54200 Postage	0	400	400	400
54505 Vehicle Coverage	0	1,418	1,085	1,085
54601 Vehicle Repair	1,520	4,418	1,945	1,945
55200 Operating Supplies	988	2,188	2,188	2,188
55210 Fuel & Oil	2,846	3,000	3,285	3,285
55400 Publications, Subscriptions & Membe	0	60	60	60
55401 Training	0	1,100	1,100	1,100
125-866-524 Totals	<u>140,985</u>	<u>153,955</u>	<u>158,101</u>	<u>157,924</u>
DEP Storage Tank Totals	<u><u>140,985</u></u>	<u><u>153,955</u></u>	<u><u>158,101</u></u>	<u><u>157,924</u></u>

PW Support Services

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>106-400-541 Support Services</b>				
51200 Regular Salaries And Wages	193,966	299,084	300,778	297,460
52100 Fica Taxes	12,283	20,205	20,026	20,495
52200 Retirement Contribution	8,275	13,956	29,149	29,719
52210 Deferred Compensation Match	580	733	744	755
52300 Life & Health Insurance	26,803	44,776	48,240	50,114
52400 Workers Compensation	503	359	500	510
53400 Other Contractual Services	120,679	160,000	160,000	160,000
54000 Travel & Per Diem	764	3,136	3,136	3,136
54101 Communication - Phone System	2,176	1,635	735	735
54200 Postage	4	220	220	220
54400 Rentals And Leases	8,064	12,384	6,843	6,843
54600 Repairs And Maintenance	0	900	900	900
54700 Printing And Binding	0	100	100	100
55100 Office Supplies	1,874	3,120	3,120	3,120
55200 Operating Supplies	217	4,973	4,973	4,973
55400 Publications, Subscriptions & Membe	1,430	2,705	2,705	2,705
55401 Training	0	1,000	1,000	1,000
106-400-541 Totals	<u>377,617</u>	<u>569,286</u>	<u>583,169</u>	<u>582,785</u>
PW Support Services Totals	<u><u>377,617</u></u>	<u><u>569,286</u></u>	<u><u>583,169</u></u>	<u><u>582,785</u></u>

Leon County Fiscal Year 2014 Adopted Budget

Operations

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-216-562 Mosquito Control</b>				
51200 Regular Salaries And Wages	0	148,906	151,199	150,431
51250 Regular OPS Salaries	0	84,705	84,705	85,552
51400 Overtime	0	1,000	1,000	1,000
52100 Fica Taxes	0	17,704	17,699	18,052
52200 Retirement Contribution	0	11,987	16,078	16,400
52210 Deferred Compensation Match	0	627	636	645
52300 Life & Health Insurance	0	48,213	42,862	44,559
52400 Workers Compensation	0	10,240	11,664	11,896
53400 Other Contractual Services	0	14,751	14,751	14,751
54000 Travel & Per Diem	0	1,206	1,206	1,206
54100 Communications	0	10,418	7,128	7,128
54101 Communication - Phone System	0	200	230	230
54200 Postage	0	2,000	2,000	2,000
54300 Utility Services	0	4,800	4,800	4,800
54505 Vehicle Coverage	0	11,353	9,568	9,568
54600 Repairs And Maintenance	0	3,228	3,228	3,228
54601 Vehicle Repair	0	16,875	14,738	14,738
54700 Printing And Binding	0	1,835	1,835	1,835
54800 Promotional Activities	0	4,000	4,000	4,000
55100 Office Supplies	0	1,326	1,326	1,326
55200 Operating Supplies	0	150,063	153,353	153,353
55210 Fuel & Oil	0	29,130	29,370	29,370
55400 Publications, Subscriptions & Membe	0	300	300	300
55401 Training	0	2,200	2,200	2,200
001-216-562 Totals	<u>0</u>	<u>577,067</u>	<u>575,876</u>	<u>578,568</u>
<b>106-431-541 Transportation Maintenance</b>				
51200 Regular Salaries And Wages	1,787,243	1,836,827	1,575,996	1,569,821
51400 Overtime	21,570	42,590	42,590	42,590
52100 Fica Taxes	130,903	140,366	119,536	121,847
52200 Retirement Contribution	86,718	95,779	119,562	121,883
52210 Deferred Compensation Match	13,804	9,620	9,764	9,910
52300 Life & Health Insurance	524,096	602,446	476,398	493,936
52400 Workers Compensation	122,726	69,007	83,999	85,626
53400 Other Contractual Services	280,338	257,870	254,750	254,750
54100 Communications	3,617	10,795	10,255	10,255
54101 Communication - Phone System	2,091	1,815	1,980	1,980
54200 Postage	56	210	210	210
54300 Utility Services	115,328	124,909	124,909	124,909
54400 Rentals And Leases	2,573	4,701	3,207	3,207
54505 Vehicle Coverage	18,895	53,947	39,671	39,671
54600 Repairs And Maintenance	5,494	1,300	3,420	3,420
54601 Vehicle Repair	225,826	285,388	184,133	185,213
54900 Other Current Charges & Obligations	8,542	8,220	7,460	7,460
55100 Office Supplies	6,198	6,195	6,803	6,803
55200 Operating Supplies	35,248	37,836	30,677	30,677
55210 Fuel & Oil	260,077	305,690	268,875	275,929
55300 Road Materials And Supplies	365,059	423,720	394,719	394,719
55400 Publications, Subscriptions & Membe	400	1,470	1,334	1,334
55401 Training	0	4,300	4,300	4,300
56400 Machinery And Equipment	3,816	0	0	0
106-431-541 Totals	<u>4,020,619</u>	<u>4,325,001</u>	<u>3,764,548</u>	<u>3,790,450</u>

Leon County Fiscal Year 2014 Adopted Budget

Operations

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>106-432-541 Right-Of-Way Management</b>				
51200 Regular Salaries And Wages	832,086	861,004	1,075,423	1,056,765
51400 Overtime	89,123	72,814	72,814	72,814
52100 Fica Taxes	66,295	65,997	79,700	81,242
52200 Retirement Contribution	44,984	44,972	84,937	86,581
52210 Deferred Compensation Match	5,425	4,287	4,351	4,416
52300 Life & Health Insurance	275,165	272,910	351,505	364,844
52400 Workers Compensation	62,400	33,924	63,259	64,476
53400 Other Contractual Services	187,502	235,248	231,120	231,120
54100 Communications	111	0	0	0
54300 Utility Services	3,178	17,183	17,183	17,183
54400 Rentals And Leases	65	1,000	553	553
54505 Vehicle Coverage	7,576	21,276	19,629	19,629
54600 Repairs And Maintenance	5,630	11,500	34,700	34,700
54601 Vehicle Repair	129,730	150,137	144,804	144,804
54900 Other Current Charges & Obligations	794	3,265	3,265	3,265
55100 Office Supplies	2,016	2,730	2,825	2,825
55200 Operating Supplies	47,348	45,361	50,401	50,401
55210 Fuel & Oil	120,573	157,795	154,256	154,256
55300 Road Materials And Supplies	14,721	47,084	54,643	54,643
55400 Publications, Subscriptions & Membe	1,310	931	1,751	1,751
55401 Training	2,618	5,460	5,460	5,460
56400 Machinery And Equipment	0	0	37,334	37,334
106-432-541 Totals	<u>1,898,647</u>	<u>2,054,878</u>	<u>2,489,913</u>	<u>2,489,062</u>
<b>122-214-562 Mosquito Control Grant</b>				
55200 Operating Supplies	33,885	0	0	0
55401 Training	2,950	0	0	0
56400 Machinery And Equipment	10,480	0	0	0
122-214-562 Totals	<u>47,315</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>122-216-562 Mosquito Control</b>				
51200 Regular Salaries And Wages	140,441	0	0	0
51250 Regular OPS Salaries	65,522	0	0	0
51400 Overtime	17,890	0	0	0
52100 Fica Taxes	16,613	0	0	0
52200 Retirement Contribution	11,183	0	0	0
52210 Deferred Compensation Match	515	0	0	0
52300 Life & Health Insurance	52,689	0	0	0
52400 Workers Compensation	10,457	0	0	0
53400 Other Contractual Services	12,311	0	0	0
54100 Communications	8,159	0	0	0
54101 Communication - Phone System	397	0	0	0
54200 Postage	1,690	0	0	0
54300 Utility Services	3,641	0	0	0
54505 Vehicle Coverage	7,411	0	0	0
54600 Repairs And Maintenance	3,114	0	0	0
54601 Vehicle Repair	14,053	0	0	0
54800 Promotional Activities	85	0	0	0
55100 Office Supplies	1,069	0	0	0
55200 Operating Supplies	137,273	0	0	0
55210 Fuel & Oil	33,121	0	0	0
55400 Publications, Subscriptions & Membe	647	0	0	0
55401 Training	54	0	0	0
56400 Machinery And Equipment	3,872	0	0	0
122-216-562 Totals	<u>542,206</u>	<u>0</u>	<u>0</u>	<u>0</u>

Leon County Fiscal Year 2014 Adopted Budget

Operations

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>123-433-538 Stormwater Maintenance</b>				
51200 Regular Salaries And Wages	1,080,323	1,176,223	1,316,853	1,301,441
51400 Overtime	33,845	46,506	46,506	46,506
52100 Fica Taxes	80,888	90,029	96,912	98,801
52200 Retirement Contribution	55,499	61,432	99,760	101,713
52210 Deferred Compensation Match	9,217	14,745	14,966	15,190
52300 Life & Health Insurance	294,247	349,837	382,602	396,581
52400 Workers Compensation	63,470	83,197	100,590	102,554
53400 Other Contractual Services	193,515	93,593	94,841	94,841
54000 Travel & Per Diem	0	600	600	600
54100 Communications	421	1,620	1,620	1,620
54101 Communication - Phone System	77	0	200	200
54200 Postage	0	25	25	25
54300 Utility Services	2,928	25,759	25,759	25,759
54400 Rentals And Leases	378	5,000	2,763	2,763
54505 Vehicle Coverage	28,096	89,152	67,148	67,148
54600 Repairs And Maintenance	2,961	12,250	12,250	12,250
54601 Vehicle Repair	150,731	255,367	168,546	168,546
54900 Other Current Charges & Obligations	11,943	55,695	14,595	14,595
55100 Office Supplies	396	930	1,025	1,025
55200 Operating Supplies	52,806	39,263	41,382	41,382
55210 Fuel & Oil	177,513	204,090	202,625	202,625
55300 Road Materials And Supplies	124,039	110,191	131,098	131,098
55400 Publications, Subscriptions & Membe	525	645	731	731
55401 Training	1,248	4,853	4,853	4,853
123-433-538 Totals	<u>2,365,066</u>	<u>2,721,002</u>	<u>2,828,250</u>	<u>2,832,847</u>
<b>125-214-562 Mosquito Control Grant</b>				
54000 Travel & Per Diem	0	350	350	350
54700 Printing And Binding	0	500	500	500
54800 Promotional Activities	0	3,400	3,400	3,400
55200 Operating Supplies	0	12,050	12,050	12,050
55401 Training	0	2,200	2,200	2,200
56400 Machinery And Equipment	0	0	10,957	10,957
125-214-562 Totals	<u>0</u>	<u>18,500</u>	<u>29,457</u>	<u>29,457</u>
Operations Totals	<u>8,873,855</u>	<u>9,696,448</u>	<u>9,688,044</u>	<u>9,720,384</u>

Leon County Fiscal Year 2014 Adopted Budget

Engineering Services

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>106-414-541 Engineering Services</b>				
51200 Regular Salaries And Wages	1,846,532	1,795,170	1,823,556	1,803,991
51400 Overtime	27,016	7,500	7,500	7,500
52100 Fica Taxes	138,262	137,203	136,262	138,958
52200 Retirement Contribution	92,631	94,509	142,571	145,192
52210 Deferred Compensation Match	6,856	11,084	11,250	11,418
52300 Life & Health Insurance	325,993	303,424	333,435	345,753
52400 Workers Compensation	25,243	11,834	16,816	17,148
53100 Professional Services	127,110	315,751	315,751	315,751
53400 Other Contractual Services	31,496	57,290	57,620	57,620
54000 Travel & Per Diem	3,921	4,460	4,460	4,460
54100 Communications	6,269	10,248	10,244	10,244
54101 Communication - Phone System	0	0	1,245	1,245
54200 Postage	825	900	900	900
54505 Vehicle Coverage	3,443	9,518	7,646	7,646
54600 Repairs And Maintenance	0	1,653	1,653	36,653
54601 Vehicle Repair	11,283	17,294	13,214	13,214
54700 Printing And Binding	0	2,500	2,500	2,500
54900 Other Current Charges & Obligations	555	3,200	3,200	3,200
55100 Office Supplies	6,725	14,965	14,965	14,965
55200 Operating Supplies	7,751	30,034	29,704	29,704
55210 Fuel & Oil	27,774	33,000	32,120	32,120
55400 Publications, Subscriptions & Membe	8,813	9,762	9,762	9,762
55401 Training	8,295	11,340	11,340	11,340
106-414-541 Totals	<u>2,706,791</u>	<u>2,882,639</u>	<u>2,987,714</u>	<u>3,021,284</u>
<b>123-726-537 Water Quality &amp; TMDL Monitoring</b>				
53400 Other Contractual Services	12,500	0	0	0
123-726-537 Totals	<u>12,500</u>	<u>0</u>	<u>0</u>	<u>0</u>
Engineering Services Totals	<u>2,719,291</u>	<u>2,882,639</u>	<u>2,987,714</u>	<u>3,021,284</u>

Fleet Management

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>505-425-591 Fleet Maintenance</b>				
51200 Regular Salaries And Wages	384,197	419,245	387,741	383,589
51400 Overtime	4,511	3,000	3,000	3,000
52100 Fica Taxes	28,301	31,597	28,371	28,936
52200 Retirement Contribution	19,389	21,647	34,669	35,359
52210 Deferred Compensation Match	3,368	3,033	3,078	3,124
52300 Life & Health Insurance	109,914	98,144	93,101	96,769
52400 Workers Compensation	6,433	5,187	4,674	4,766
53400 Other Contractual Services	14,936	10,220	10,220	10,220
54000 Travel & Per Diem	0	500	500	500
54100 Communications	0	1,980	1,980	1,980
54101 Communication - Phone System	637	485	580	580
54200 Postage	18	75	75	75
54300 Utility Services	20,496	30,000	30,000	30,000
54400 Rentals And Leases	947	1,140	630	630
54505 Vehicle Coverage	2,298	6,360	5,146	5,146
54600 Repairs And Maintenance	608,228	691,956	591,956	591,956
54601 Vehicle Repair	3,784	8,845	7,650	7,650
54700 Printing And Binding	429	550	550	550
55100 Office Supplies	1,403	1,405	1,405	1,405
55200 Operating Supplies	1,573,145	2,112,862	1,993,436	2,039,475
55210 Fuel & Oil	4,594	6,415	5,760	5,760
55400 Publications, Subscriptions & Membe	354	1,000	1,000	1,000
55401 Training	0	5,010	5,010	5,010
505-425-591 Totals	<u>2,787,380</u>	<u>3,460,656</u>	<u>3,210,532</u>	<u>3,257,480</u>
Fleet Management Totals	<u><u>2,787,380</u></u>	<u><u>3,460,656</u></u>	<u><u>3,210,532</u></u>	<u><u>3,257,480</u></u>

Parks & Recreation

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>140-436-572 Parks and Recreation Services</b>				
51200 Regular Salaries And Wages	767,357	891,851	907,844	898,116
51300 Other Salaries & Wages	6,420	0	0	0
51400 Overtime	25,836	30,120	30,120	30,120
52100 Fica Taxes	57,399	67,758	67,322	68,641
52200 Retirement Contribution	40,556	45,970	63,286	64,527
52210 Deferred Compensation Match	2,567	3,346	3,396	3,447
52300 Life & Health Insurance	239,729	280,863	275,738	286,055
52400 Workers Compensation	23,169	16,108	25,158	25,654
53100 Professional Services	4,778	7,390	7,390	7,390
53400 Other Contractual Services	294,917	311,947	292,851	309,351
54000 Travel & Per Diem	306	500	500	500
54100 Communications	16,739	23,120	19,700	19,700
54101 Communication - Phone System	2,262	1,565	2,200	2,200
54200 Postage	138	300	300	300
54300 Utility Services	182,215	202,050	203,050	217,050
54400 Rentals And Leases	3,039	6,125	9,338	9,338
54505 Vehicle Coverage	8,463	25,678	20,823	20,823
54600 Repairs And Maintenance	0	0	3,800	5,800
54601 Vehicle Repair	65,972	88,858	68,968	68,968
54700 Printing And Binding	1,233	4,000	1,250	1,250
54800 Promotional Activities	368	1,250	1,500	1,500
54900 Other Current Charges & Obligations	1,414	2,400	2,400	2,400
55100 Office Supplies	1,988	2,000	2,250	2,250
55200 Operating Supplies	183,952	203,800	211,063	228,515
55210 Fuel & Oil	83,684	102,980	100,555	100,555
55300 Road Materials And Supplies	56,267	80,500	67,200	78,725
55400 Publications, Subscriptions & Membe	900	930	1,225	1,225
55401 Training	2,752	6,570	8,023	8,023
56100 Land	20,677	0	0	0
56400 Machinery And Equipment	24,443	40,000	40,000	40,000
58200 Aids To Private Organizations	0	0	179,000	179,000
140-436-572 Totals	<u>2,119,539</u>	<u>2,447,979</u>	<u>2,616,250</u>	<u>2,681,423</u>
Parks & Recreation Totals	<u>2,119,539</u>	<u>2,447,979</u>	<u>2,616,250</u>	<u>2,681,423</u>

Facilities Management

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-150-519 Facilities Management</b>				
51200 Regular Salaries And Wages	1,720,670	1,707,251	1,655,728	1,637,793
51400 Overtime	81,616	53,000	53,000	53,000
52100 Fica Taxes	130,975	128,639	122,052	124,535
52200 Retirement Contribution	89,681	89,844	137,749	140,239
52210 Deferred Compensation Match	8,363	7,320	7,430	7,542
52300 Life & Health Insurance	406,418	406,944	394,290	409,525
52400 Workers Compensation	53,472	27,201	40,240	41,036
52600 Class C Travel	102	0	0	0
53400 Other Contractual Services	1,139,079	1,787,744	1,700,971	1,725,450
54000 Travel & Per Diem	1,283	1,146	1,146	1,146
54100 Communications	6,582	6,849	11,169	16,569
54101 Communication - Phone System	6,912	6,440	6,790	6,790
54200 Postage	144	200	200	200
54300 Utility Services	986,823	1,750,160	1,750,160	1,755,625
54400 Rentals And Leases	29,427	45,937	44,056	44,651
54505 Vehicle Coverage	7,096	22,378	16,570	16,570
54600 Repairs And Maintenance	278,849	915,181	918,597	972,423
54601 Vehicle Repair	22,645	14,044	24,740	24,740
54700 Printing And Binding	1,022	2,100	2,100	2,100
55100 Office Supplies	10,605	16,119	13,119	13,119
55200 Operating Supplies	70,708	106,096	109,075	109,450
55210 Fuel & Oil	59,588	64,420	65,935	65,935
55400 Publications, Subscriptions & Membe	6,702	4,945	6,095	6,895
55401 Training	6,910	12,825	12,825	12,825
56400 Machinery And Equipment	29,848	0	0	0
56480 Machinery and Equipment - Other	0	0	10,000	10,000
001-150-519 Totals	<u>5,155,520</u>	<u>7,176,783</u>	<u>7,104,037</u>	<u>7,198,158</u>
<b>001-150-711 Facilities Management: Judicial Security</b>				
53400 Other Contractual Services	201,766	0	0	0
54600 Repairs And Maintenance	194,707	0	0	0
001-150-711 Totals	<u>396,473</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>001-150-712 Facilities Management: Judicial Maintenance</b>				
53400 Other Contractual Services	282,558	0	0	0
54300 Utility Services	445,021	0	0	0
001-150-712 Totals	<u>727,579</u>	<u>0</u>	<u>0</u>	<u>0</u>

Leon County Fiscal Year 2014 Adopted Budget

Facilities Management

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-410-529 Public Safety Complex Facilities</b>				
51200 Regular Salaries And Wages	0	69,667	70,538	69,784
52100 Fica Taxes	0	5,182	5,233	5,339
52200 Retirement Contribution	0	1,247	4,755	4,850
52300 Life & Health Insurance	0	22,485	23,175	24,087
52400 Workers Compensation	0	1,055	2,181	2,225
53400 Other Contractual Services	0	271,487	717,139	752,127
54000 Travel & Per Diem	0	2,000	0	0
54100 Communications	0	4,267	6,400	6,400
54101 Communication - Phone System	0	38,639	57,958	57,958
54110 Com-net Communications	0	20,000	30,000	30,000
54200 Postage	0	167	250	250
54300 Utility Services	0	200,781	301,171	301,171
54506 Property Insurance	0	66,045	0	0
54900 Other Current Charges & Obligations	0	3,000	172,536	216,688
55100 Office Supplies	0	2,100	3,150	3,150
55200 Operating Supplies	0	25,850	70,650	73,967
55400 Publications, Subscriptions & Membe	0	333	625	625
55401 Training	0	1,667	2,500	2,500
56400 Machinery And Equipment	0	88,667	0	0
001-410-529 Totals	0	824,639	1,468,261	1,551,121
<b>165-154-519 Bank of America</b>				
51200 Regular Salaries And Wages	34,237	34,751	36,009	35,625
52100 Fica Taxes	2,429	2,619	2,671	2,726
52200 Retirement Contribution	1,708	1,773	2,427	2,476
52300 Life & Health Insurance	11,073	11,358	5,795	6,022
52400 Workers Compensation	1,328	698	1,114	1,136
53100 Professional Services	46,343	50,000	50,000	50,000
53400 Other Contractual Services	-43,917	0	0	0
54100 Communications	1,084	500	500	500
54200 Postage	0	1,000	1,000	1,000
54300 Utility Services	182,907	411,723	424,078	436,801
54600 Repairs And Maintenance	172,660	229,530	233,716	240,731
55200 Operating Supplies	2,346	6,029	6,076	6,076
165-154-519 Totals	412,199	749,981	763,386	783,093
<b>165-154-711 Bank of America</b>				
53400 Other Contractual Services	28,907	0	0	0
54600 Repairs And Maintenance	15,566	0	0	0
165-154-711 Totals	44,473	0	0	0
<b>165-154-712 Bank of America</b>				
53400 Other Contractual Services	15,009	0	0	0
54300 Utility Services	22,609	0	0	0
165-154-712 Totals	37,619	0	0	0
<b>166-155-519 Huntington Oaks Plaza Operating</b>				
53100 Professional Services	4,652	5,000	21,000	21,000
53160 Bank Service Charges	0	0	0	0
53400 Other Contractual Services	10,949	11,000	14,600	14,600
54200 Postage	0	225	225	225
54300 Utility Services	65,809	0	0	0
54600 Repairs And Maintenance	17,025	68,500	73,950	73,950
54700 Printing And Binding	0	200	200	200
54800 Promotional Activities	0	5,000	5,000	5,000
55200 Operating Supplies	711	2,850	9,450	9,450
166-155-519 Totals	99,147	92,775	124,425	124,425

Facilities Management

<b>Organizational Code / Account</b>	<b>FY 2012 Actual</b>	<b>FY 2013 Adopted</b>	<b>FY 2014 Adopted</b>	<b>FY 2015 Projected</b>
Facilities Management Totals	<u>6,873,010</u>	<u>8,844,178</u>	<u>9,460,109</u>	<u>9,656,797</u>

Real Estate Management

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-156-519 Real Estate Management</b>				
51200 Regular Salaries And Wages	55,175	155,048	161,774	160,024
52100 Fica Taxes	4,065	11,686	12,003	12,242
52200 Retirement Contribution	2,769	7,912	10,905	11,122
52300 Life & Health Insurance	12,364	29,740	38,205	39,706
52400 Workers Compensation	397	3,717	743	758
54000 Travel & Per Diem	0	0	2,045	2,045
54100 Communications	0	1,100	1,620	1,620
54101 Communication - Phone System	0	105	115	115
54200 Postage	0	500	3,500	3,500
54400 Rentals And Leases	0	0	1,315	1,315
54700 Printing And Binding	0	2,500	2,500	2,500
54900 Other Current Charges & Obligations	0	0	31,000	31,000
55100 Office Supplies	0	440	500	500
55200 Operating Supplies	0	0	3,000	3,000
55400 Publications, Subscriptions & Membe	0	2,500	4,500	4,500
55401 Training	0	2,000	3,000	3,000
001-156-519 Totals	<u>74,771</u>	<u>217,248</u>	<u>276,725</u>	<u>276,947</u>
Real Estate Management Totals	<u><u>74,771</u></u>	<u><u>217,248</u></u>	<u><u>276,725</u></u>	<u><u>276,947</u></u>

Leon County Fiscal Year 2014 Adopted Budget

Planning Department

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-817-515 Planning Department</b>				
51200 Regular Salaries And Wages	56,504	55,821	57,841	57,223
51250 Regular OPS Salaries	21,225	0	0	0
52100 Fica Taxes	5,831	4,207	4,291	4,378
52200 Retirement Contribution	3,822	2,849	3,899	3,977
52300 Life & Health Insurance	12,015	11,466	292	298
52400 Workers Compensation	202	67	96	98
54400 Rentals And Leases	21,330	35,000	25,000	25,000
56400 Machinery And Equipment	8,035	0	0	0
58100 Aids To Government Agencies	752,828	751,445	747,114	747,114
001-817-515 Totals	<u>881,793</u>	<u>860,855</u>	<u>838,533</u>	<u>838,088</u>
Planning Department Totals	<u><u>881,793</u></u>	<u><u>860,855</u></u>	<u><u>838,533</u></u>	<u><u>838,088</u></u>

Blueprint 2000

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-403-515 Blueprint 2000</b>				
51200 Regular Salaries And Wages	40,686	41,296	42,791	42,334
52100 Fica Taxes	2,971	3,113	3,175	3,239
52200 Retirement Contribution	2,029	2,108	2,885	2,942
52300 Life & Health Insurance	15,190	14,516	11,511	11,965
52400 Workers Compensation	106	49	71	73
001-403-515 Totals	<u>60,981</u>	<u>61,082</u>	<u>60,433</u>	<u>60,553</u>
Blueprint 2000 Totals	<u><u>60,981</u></u>	<u><u>61,082</u></u>	<u><u>60,433</u></u>	<u><u>60,553</u></u>

Office of Management and Budget

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-130-513 Office of Management &amp; Budget</b>				
51200 Regular Salaries And Wages	360,457	382,331	468,079	465,176
51250 Regular OPS Salaries	6,505	0	0	0
52100 Fica Taxes	26,762	28,818	34,844	35,389
52200 Retirement Contribution	18,293	22,290	31,657	32,150
52210 Deferred Compensation Match	810	1,255	1,274	1,293
52300 Life & Health Insurance	67,498	68,248	60,729	63,045
52400 Workers Compensation	954	458	781	793
52600 Class C Travel	45	0	0	0
53100 Professional Services	36,940	38,246	48,393	49,575
53400 Other Contractual Services	303	0	0	0
54000 Travel & Per Diem	665	4,018	4,018	4,018
54100 Communications	204	0	0	0
54101 Communication - Phone System	604	410	475	475
54200 Postage	117	200	200	200
54400 Rentals And Leases	11,834	13,808	8,393	9,912
54600 Repairs And Maintenance	20	0	0	0
54700 Printing And Binding	7,515	4,405	4,405	4,405
54900 Other Current Charges & Obligations	21	0	0	0
55100 Office Supplies	2,314	4,590	4,289	4,289
55200 Operating Supplies	3,250	1,780	1,480	1,480
55400 Publications, Subscriptions & Membe	1,676	1,855	2,155	2,155
55401 Training	25	3,378	3,378	3,378
56400 Machinery And Equipment	10,386	0	0	0
001-130-513 Totals	<u>557,197</u>	<u>576,090</u>	<u>674,550</u>	<u>677,733</u>
Office of Management and Budget Totals	<u><u>557,197</u></u>	<u><u>576,090</u></u>	<u><u>674,550</u></u>	<u><u>677,733</u></u>

Leon County Fiscal Year 2014 Adopted Budget

Purchasing

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-140-513 Procurement</b>				
51200 Regular Salaries And Wages	242,773	164,962	213,294	211,016
52100 Fica Taxes	18,216	12,707	16,652	16,969
52200 Retirement Contribution	10,376	8,604	15,129	15,417
52210 Deferred Compensation Match	588	315	852	865
52300 Life & Health Insurance	8,971	24,521	18,102	18,355
52400 Workers Compensation	2,385	202	374	381
53400 Other Contractual Services	0	0	776	776
54000 Travel & Per Diem	258	3,413	3,413	3,413
54101 Communication - Phone System	817	680	775	775
54200 Postage	1,428	1,657	1,657	1,657
54400 Rentals And Leases	2,074	3,600	995	995
54505 Vehicle Coverage	0	0	1,022	1,022
54600 Repairs And Maintenance	0	0	1,284	1,284
54601 Vehicle Repair	0	0	820	820
54700 Printing And Binding	162	556	766	766
54900 Other Current Charges & Obligations	4,539	5,634	5,634	5,634
55100 Office Supplies	874	900	1,300	1,300
55200 Operating Supplies	958	725	2,200	2,200
55400 Publications, Subscriptions & Membe	125	800	970	970
55401 Training	396	1,350	2,350	2,350
001-140-513 Totals	294,938	230,626	288,365	286,965
<b>001-141-513 Warehouse</b>				
51200 Regular Salaries And Wages	84,896	80,412	69,839	69,093
52100 Fica Taxes	6,239	6,336	5,458	5,561
52200 Retirement Contribution	4,055	4,291	4,958	5,052
52210 Deferred Compensation Match	1,058	1,569	1,593	1,617
52300 Life & Health Insurance	15,919	18,334	3,971	3,978
52400 Workers Compensation	3,294	1,688	2,274	2,317
53400 Other Contractual Services	888	728	832	832
54100 Communications	0	456	456	456
54101 Communication - Phone System	176	175	175	175
54505 Vehicle Coverage	242	668	0	0
54600 Repairs And Maintenance	300	426	426	426
54601 Vehicle Repair	1,619	4,382	3,000	3,000
55100 Office Supplies	231	300	300	300
55200 Operating Supplies	318	474	615	615
55210 Fuel & Oil	148	2,905	0	0
001-141-513 Totals	119,382	123,144	93,897	93,422
<b>001-142-513 Property Control</b>				
51200 Regular Salaries And Wages	36,220	32,571	0	0
52100 Fica Taxes	2,722	2,731	0	0
52200 Retirement Contribution	1,628	1,849	0	0
52210 Deferred Compensation Match	484	524	0	0
52300 Life & Health Insurance	207	3,786	0	0
52400 Workers Compensation	94	43	0	0
53400 Other Contractual Services	232	364	0	0
54505 Vehicle Coverage	242	668	0	0
54600 Repairs And Maintenance	11	1,769	0	0
54601 Vehicle Repair	599	709	0	0
54700 Printing And Binding	0	210	0	0
54900 Other Current Charges & Obligations	90	0	0	0
55100 Office Supplies	21	200	0	0
55200 Operating Supplies	545	927	0	0
55210 Fuel & Oil	167	675	0	0
001-142-513 Totals	43,263	47,026	0	0
Purchasing Totals	457,583	400,796	382,262	380,387

Risk Management

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>501-132-513 Risk Management</b>				
51200 Regular Salaries And Wages	70,206	71,259	73,766	72,908
52100 Fica Taxes	5,159	5,371	5,473	5,577
52200 Retirement Contribution	3,327	3,637	4,972	5,067
52300 Life & Health Insurance	15,837	15,034	15,196	15,788
52400 Workers Compensation	183	85	123	125
53100 Professional Services	104,161	127,344	127,344	127,344
54000 Travel & Per Diem	0	1,900	1,900	1,900
54100 Communications	84	360	360	360
54101 Communication - Phone System	198	190	220	220
54200 Postage	136	160	160	160
54700 Printing And Binding	0	400	400	400
55100 Office Supplies	57	600	600	600
55200 Operating Supplies	559	950	950	950
55400 Publications, Subscriptions & Membe	1,177	1,300	1,300	1,300
55401 Training	121	900	900	900
501-132-513 Totals	<u>201,205</u>	<u>229,490</u>	<u>233,664</u>	<u>233,599</u>
Risk Management Totals	<u><u>201,205</u></u>	<u><u>229,490</u></u>	<u><u>233,664</u></u>	<u><u>233,599</u></u>

Leon County Fiscal Year 2014 Adopted Budget

Tourism Development

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-888-573 Line Item - COCA Administration</b>				
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>
 <b>160-301-552 Administration</b>				
51200 Regular Salaries And Wages	227,546	235,176	229,307	226,881
51250 Regular OPS Salaries	13,842	10,606	10,606	10,712
52100 Fica Taxes	17,102	17,982	17,626	18,043
52200 Retirement Contribution	13,133	13,884	15,656	15,959
52210 Deferred Compensation Match	523	733	744	755
52300 Life & Health Insurance	40,215	41,953	31,833	32,918
52400 Workers Compensation	627	295	405	413
53400 Other Contractual Services	70,463	93,500	95,500	95,500
54000 Travel & Per Diem	5,668	7,500	7,500	7,500
54100 Communications	43	100	0	0
54101 Communication - Phone System	2,172	1,550	1,415	1,415
54300 Utility Services	11,367	14,500	14,500	14,500
54400 Rentals And Leases	9,065	9,000	4,973	4,973
54505 Vehicle Coverage	0	0	661	661
54600 Repairs And Maintenance	22,207	47,639	34,000	34,000
54601 Vehicle Repair	0	0	1,162	1,162
54900 Other Current Charges & Obligations	1,100	1,971	1,971	1,971
55100 Office Supplies	901	800	800	800
55200 Operating Supplies	6,920	7,500	7,500	7,500
55210 Fuel & Oil	0	4,510	5,000	5,000
55400 Publications, Subscriptions & Membe	1,602	2,300	2,300	2,300
55401 Training	2,420	3,000	3,000	3,000
160-301-552 Totals	<u>446,917</u>	<u>514,499</u>	<u>486,459</u>	<u>485,963</u>
 <b>160-302-552 Advertising</b>				
53400 Other Contractual Services	754,319	843,000	942,428	942,428
160-302-552 Totals	<u>754,319</u>	<u>843,000</u>	<u>942,428</u>	<u>942,428</u>

Leon County Fiscal Year 2014 Adopted Budget

Tourism Development

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>160-303-552 Marketing</b>				
51200 Regular Salaries And Wages	382,480	383,702	393,186	389,093
51250 Regular OPS Salaries	13,842	10,606	10,606	10,712
52100 Fica Taxes	29,457	30,558	31,087	31,683
52200 Retirement Contribution	19,172	20,691	28,242	28,788
52210 Deferred Compensation Match	739	0	0	0
52300 Life & Health Insurance	46,863	60,027	44,031	45,132
52400 Workers Compensation	4,795	940	1,351	1,377
52600 Class C Travel	37	0	0	0
53400 Other Contractual Services	17,100	21,700	87,700	87,700
54000 Travel & Per Diem	50,429	58,969	54,446	54,446
54100 Communications	5,568	7,823	7,823	7,823
54101 Communication - Phone System	790	890	885	885
54200 Postage	31,308	40,000	40,000	40,000
54400 Rentals And Leases	2,462	3,347	1,849	1,849
54700 Printing And Binding	2,016	5,000	5,000	5,000
54800 Promotional Activities	22,939	21,732	21,732	21,732
54860 TDC Direct Sales Promotions	41,625	57,722	61,045	61,045
54861 TDC Community Relations	3,441	9,300	10,300	10,300
54862 TDC Merchandise	0	5,000	5,000	5,000
54900 Other Current Charges & Obligations	211,977	220,840	210,840	210,840
54948 Other Current Charges / Other	0	0	70,000	70,000
55100 Office Supplies	5,262	3,700	3,700	3,700
55200 Operating Supplies	4,693	5,000	5,000	5,000
55250 Operating Supplies / Uniforms	1,267	1,500	1,500	1,500
55400 Publications, Subscriptions & Membe	12,525	17,160	17,320	17,320
55401 Training	1,975	8,000	8,045	8,045
56400 Machinery And Equipment	2,340	0	0	0
58160 TDC Local T&E	757	2,500	1,500	1,500
58320 Sponsorships & Contributions	30,192	26,603	16,248	16,248
160-303-552 Totals	946,048	1,023,310	1,138,436	1,136,718
<b>160-304-552 Special Projects</b>				
58300 Other Grants & Aids	216,458	150,000	310,000	310,000
160-304-552 Totals	216,458	150,000	310,000	310,000
<b>160-305-552 1 Cent Expenses</b>				
58100 Aids To Government Agencies	521,494	820,800	824,743	857,732
160-305-552 Totals	521,494	820,800	824,743	857,732
<b>160-888-573 Council on Culture &amp; Arts (COCA)</b>				
58214 Cultural Resource Grant Prog (837)	504,500	354,500	504,500	504,500
160-888-573 Totals	504,500	354,500	504,500	504,500
<b>160-888-574 Line Item - Special Events</b>				
58260 Culture and Recreation	0	0	234,500	100,000
160-888-574 Totals	0	0	234,500	100,000
Tourism Development Totals	3,539,737	3,856,109	4,591,066	4,487,341

Economic Development/Intergovernmental Affairs

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-114-512 Economic Development/Intergovernmental Affairs</b>				
51200 Regular Salaries And Wages	262,439	266,797	172,133	167,236
51250 Regular OPS Salaries	4,110	0	0	0
52100 Fica Taxes	19,523	19,880	13,012	13,260
52200 Retirement Contribution	12,800	13,746	11,822	12,048
52300 Life & Health Insurance	31,860	31,308	23,845	24,474
52400 Workers Compensation	693	323	292	297
53100 Professional Services	2,663	0	0	0
53400 Other Contractual Services	137,167	140,000	150,000	150,000
54000 Travel & Per Diem	7,981	11,000	11,000	11,000
54100 Communications	219	0	0	0
54101 Communication - Phone System	0	155	315	315
54200 Postage	786	564	265	265
54600 Repairs And Maintenance	0	400	0	0
54700 Printing And Binding	151	0	0	0
54900 Other Current Charges & Obligations	659	20,850	20,950	20,950
55100 Office Supplies	93	300	349	349
55200 Operating Supplies	1,146	500	1,200	1,200
55400 Publications, Subscriptions & Membe	702	2,160	2,010	2,010
55401 Training	1,175	500	500	500
001-114-512 Totals	<u>484,166</u>	<u>508,483</u>	<u>407,693</u>	<u>403,904</u>
<b>001-888-552 Line Item - Economic Development</b>				
58222 Economic Development Council (856)	199,500	199,500	199,500	199,500
001-888-552 Totals	<u>199,500</u>	<u>199,500</u>	<u>199,500</u>	<u>199,500</u>
Economic Development/Intergovernmental Affairs Totals	<u>683,666</u>	<u>707,983</u>	<u>607,193</u>	<u>603,404</u>

M/W Small Business Enterprise

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-112-513 Minority/Women Small Business Enterprise</b>				
51200 Regular Salaries And Wages	110,756	108,935	99,708	98,627
52100 Fica Taxes	8,250	8,191	7,378	7,524
52200 Retirement Contribution	5,487	5,545	6,702	6,835
52210 Deferred Compensation Match	468	524	532	540
52300 Life & Health Insurance	16,885	20,619	20,708	21,520
52400 Workers Compensation	330	131	262	267
53100 Professional Services	0	44,450	44,450	44,450
53400 Other Contractual Services	24,800	24,800	24,800	24,800
54000 Travel & Per Diem	2,987	3,362	3,362	3,362
54101 Communication - Phone System	743	675	725	725
54200 Postage	686	1,208	1,208	1,208
54700 Printing And Binding	1,646	1,744	1,744	1,744
54800 Promotional Activities	3,975	5,450	5,450	5,450
54900 Other Current Charges & Obligations	0	1,150	1,150	1,150
55100 Office Supplies	1,026	1,000	1,000	1,000
55200 Operating Supplies	706	1,700	1,700	1,700
55400 Publications, Subscriptions & Membe	1,075	795	795	795
55401 Training	1,335	1,525	1,525	1,525
001-112-513 Totals	<u>181,153</u>	<u>231,804</u>	<u>223,199</u>	<u>223,222</u>
M/W Small Business Enterprise Totals	<u><u>181,153</u></u>	<u><u>231,804</u></u>	<u><u>223,199</u></u>	<u><u>223,222</u></u>

Leon County Fiscal Year 2014 Adopted Budget

Library Services

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-240-571 Lib - Policy, Planning, &amp; Operations</b>				
51200 Regular Salaries And Wages	291,254	311,975	323,265	319,814
52100 Fica Taxes	21,731	23,440	24,261	24,742
52200 Retirement Contribution	15,190	17,239	36,175	36,739
52210 Deferred Compensation Match	1,062	1,151	1,168	1,185
52300 Life & Health Insurance	41,736	53,758	45,302	46,910
52400 Workers Compensation	757	378	543	554
52600 Class C Travel	16	0	0	0
53100 Professional Services	287,541	353,329	282,904	295,279
53400 Other Contractual Services	3,950	3,150	5,750	5,750
54000 Travel & Per Diem	536	1,500	1,500	1,500
54100 Communications	1,760	2,280	2,280	2,280
54101 Communication - Phone System	13,481	11,850	12,885	12,885
54200 Postage	14,748	22,692	20,159	20,159
54400 Rentals And Leases	19,905	24,145	14,345	14,345
54600 Repairs And Maintenance	377	600	600	600
54700 Printing And Binding	500	500	500	500
54800 Promotional Activities	387	400	400	400
55100 Office Supplies	14,326	15,540	15,540	15,540
55200 Operating Supplies	37,363	38,062	38,062	38,062
55400 Publications, Subscriptions & Membe	2,965	2,990	2,990	2,990
55401 Training	2,966	4,948	4,948	4,948
58241 Friends of the LeRoy Collins Public Library	0	0	3,000	3,000
001-240-571 Totals	<u>772,550</u>	<u>889,927</u>	<u>836,577</u>	<u>848,182</u>
<b>001-241-571 Library Public Services</b>				
51200 Regular Salaries And Wages	1,213,436	1,297,674	1,271,642	1,257,596
51250 Regular OPS Salaries	26,143	24,717	24,717	24,964
51400 Overtime	250	0	0	0
52100 Fica Taxes	91,248	101,141	96,884	98,745
52200 Retirement Contribution	58,262	68,973	95,255	97,086
52210 Deferred Compensation Match	5,479	7,007	7,112	7,219
52300 Life & Health Insurance	237,233	318,284	296,646	306,505
52400 Workers Compensation	3,223	1,644	2,215	2,258
52600 Class C Travel	30	0	0	0
53400 Other Contractual Services	3,100	3,000	3,000	3,000
54600 Repairs And Maintenance	9,922	12,135	12,135	12,135
54700 Printing And Binding	7,408	7,500	7,500	7,500
54900 Other Current Charges & Obligations	1,451	1,695	1,695	1,695
55100 Office Supplies	7,370	8,118	8,118	8,118
55200 Operating Supplies	10,115	6,960	6,960	6,960
55401 Training	129	960	960	960
56400 Machinery And Equipment	0	0	5,780	0
56600 Books, Publications & Libr Material	712,248	595,505	622,505	622,505
56610 Electronic Subscriptions	27,000	27,000	0	0
001-241-571 Totals	<u>2,414,047</u>	<u>2,482,313</u>	<u>2,463,124</u>	<u>2,457,246</u>

Leon County Fiscal Year 2014 Adopted Budget

Library Services

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-242-571 Library Collection Services</b>				
51200 Regular Salaries And Wages	445,665	454,916	431,725	426,135
52100 Fica Taxes	32,713	34,287	31,958	32,599
52200 Retirement Contribution	21,820	23,411	33,484	34,154
52210 Deferred Compensation Match	1,800	2,510	2,548	2,587
52300 Life & Health Insurance	117,632	119,584	115,181	119,730
52400 Workers Compensation	1,223	571	753	770
53400 Other Contractual Services	89,813	89,389	97,478	97,478
54000 Travel & Per Diem	0	90	90	90
54200 Postage	4,374	13,050	5,020	5,020
54505 Vehicle Coverage	2,756	7,624	6,019	6,019
54600 Repairs And Maintenance	418	1,645	1,645	1,645
54601 Vehicle Repair	2,771	3,186	4,015	4,015
54700 Printing And Binding	7,485	7,492	8,700	8,700
55100 Office Supplies	3,845	4,133	4,133	4,133
55200 Operating Supplies	35,592	38,054	37,206	37,206
55210 Fuel & Oil	5,945	6,515	6,770	6,770
55400 Publications, Subscriptions & Membe	4,341	4,214	3,795	3,795
55401 Training	3,660	4,315	4,315	4,315
001-242-571 Totals	<u>781,853</u>	<u>814,986</u>	<u>794,835</u>	<u>795,161</u>
<b>001-243-571 Library Extension Services</b>				
51200 Regular Salaries And Wages	1,550,236	1,643,965	1,655,347	1,637,671
51400 Overtime	88	0	0	0
52100 Fica Taxes	115,118	125,395	123,510	125,915
52200 Retirement Contribution	74,172	86,996	121,286	123,645
52210 Deferred Compensation Match	6,219	5,856	5,944	6,033
52300 Life & Health Insurance	300,505	325,292	359,219	371,452
52400 Workers Compensation	5,666	2,485	5,758	5,871
53400 Other Contractual Services	43,370	43,370	8,683	8,683
54000 Travel & Per Diem	2,560	3,397	3,397	3,397
54100 Communications	45	8,588	6,600	6,600
54400 Rentals And Leases	0	0	3,443	3,443
54600 Repairs And Maintenance	17,557	26,924	27,193	27,751
54601 Vehicle Repair	2,923	3,374	3,485	3,485
54800 Promotional Activities	9,140	850	850	850
55100 Office Supplies	22,066	24,955	24,955	24,955
55200 Operating Supplies	23,814	24,172	24,172	24,172
55210 Fuel & Oil	1,873	2,050	2,000	2,000
55400 Publications, Subscriptions & Membe	2,120	2,120	38,795	38,795
55401 Training	0	2,626	2,626	2,626
001-243-571 Totals	<u>2,177,472</u>	<u>2,332,415</u>	<u>2,417,263</u>	<u>2,417,344</u>
Library Services Totals	<u>6,145,922</u>	<u>6,519,641</u>	<u>6,511,799</u>	<u>6,517,933</u>

Emergency Medical Services

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>135-185-526 Emergency Medical Services</b>				
51100 Executive Salaries	0	0	56,383	56,947
51200 Regular Salaries And Wages	4,326,001	4,102,666	4,338,120	4,415,672
51250 Regular OPS Salaries	359,841	58,964	58,964	61,340
51400 Overtime	852,328	1,193,599	1,193,599	1,193,599
51500 Special Pay	6,525	0	0	0
52100 Fica Taxes	412,489	425,091	456,585	466,496
52200 Retirement Contribution	647,635	794,633	928,702	940,901
52210 Deferred Compensation Match	16,627	15,894	16,132	16,374
52300 Life & Health Insurance	867,118	965,261	929,755	962,463
52400 Workers Compensation	246,081	177,366	237,179	240,327
53100 Professional Services	0	34,500	56,580	56,580
53400 Other Contractual Services	3,550,194	3,902,356	3,986,836	4,082,775
54000 Travel & Per Diem	4,980	14,800	14,800	14,800
54100 Communications	28,419	61,590	51,030	51,030
54101 Communication - Phone System	3,468	2,860	3,190	3,190
54200 Postage	908	2,000	2,000	2,000
54300 Utility Services	19,500	20,000	20,000	20,000
54400 Rentals And Leases	4,048	3,972	2,195	2,195
54505 Vehicle Coverage	43,640	134,330	1,446	14,900
54600 Repairs And Maintenance	40,206	83,427	83,427	83,427
54601 Vehicle Repair	292,239	302,024	282,389	282,579
54700 Printing And Binding	1,734	10,000	10,000	10,000
54800 Promotional Activities	9,675	10,000	20,650	20,650
54900 Other Current Charges & Obligations	6	0	0	0
55100 Office Supplies	4,067	6,685	7,765	7,765
55200 Operating Supplies	426,374	503,647	528,174	540,011
55210 Fuel & Oil	432,440	482,177	457,410	457,410
55400 Publications, Subscriptions & Membe	5,425	5,200	7,925	7,925
55401 Training	35,741	59,000	47,103	47,103
56400 Machinery And Equipment	93,010	172,050	53,848	0
135-185-526 Totals	<u>12,730,719</u>	<u>13,544,092</u>	<u>13,852,187</u>	<u>14,058,459</u>
Emergency Medical Services Totals	<u>12,730,719</u>	<u>13,544,092</u>	<u>13,852,187</u>	<u>14,058,459</u>

Animal Services

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>140-201-562 Animal Services</b>				
51200 Regular Salaries And Wages	261,393	271,999	278,402	275,370
51400 Overtime	23,295	24,479	24,479	24,479
51500 Special Pay	7,875	8,800	8,800	8,800
52100 Fica Taxes	21,092	21,050	21,207	21,616
52200 Retirement Contribution	14,721	14,213	19,269	19,637
52210 Deferred Compensation Match	2,017	1,255	1,274	1,293
52300 Life & Health Insurance	61,259	65,456	62,829	65,011
52400 Workers Compensation	4,403	2,464	3,591	3,659
53300 Court Reporter Services	0	440	440	440
53400 Other Contractual Services	4,603	579,891	542,030	542,030
54000 Travel & Per Diem	1,010	300	0	0
54100 Communications	6,224	6,672	4,200	4,200
54101 Communication - Phone System	813	640	775	775
54200 Postage	86	300	300	300
54400 Rentals And Leases	2,125	1,831	1,012	1,012
54505 Vehicle Coverage	3,044	8,418	6,548	6,548
54600 Repairs And Maintenance	291	400	400	400
54601 Vehicle Repair	12,914	22,367	18,894	18,894
54700 Printing And Binding	2,163	1,000	1,000	1,000
54800 Promotional Activities	2,758	2,500	3,000	3,000
54908 Other Current Charges & Obligations	0	1,200	1,200	1,200
55100 Office Supplies	1,380	1,397	1,397	1,397
55200 Operating Supplies	6,731	7,941	9,832	9,832
55210 Fuel & Oil	38,370	45,100	43,625	43,625
55400 Publications, Subscriptions & Membe	711	639	733	733
55401 Training	3,331	3,686	8,155	8,155
58226 St Francis Wildlife Assn (851)	71,250	71,250	71,250	71,250
140-201-562 Totals	<u>553,860</u>	<u>1,165,688</u>	<u>1,134,642</u>	<u>1,134,656</u>
Animal Services Totals	<u>553,860</u>	<u>1,165,688</u>	<u>1,134,642</u>	<u>1,134,656</u>

Leon County Fiscal Year 2014 Adopted Budget

County Probation

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-888-523 Line Item - Detention/Correction</b>				
58230 Disc Village/JAC	0	185,759	185,759	185,759
58257 Palmer Munroe Teen Center	0	150,000	150,000	150,000
001-888-523 Totals	<u>0</u>	<u>335,759</u>	<u>335,759</u>	<u>335,759</u>
 <b>111-542-523 County Probation</b>				
51200 Regular Salaries And Wages	711,631	759,183	766,005	757,811
51400 Overtime	273	0	0	0
52100 Fica Taxes	51,038	57,491	57,386	58,524
52200 Retirement Contribution	36,256	39,859	64,063	65,174
52210 Deferred Compensation Match	1,887	3,032	3,077	3,123
52300 Life & Health Insurance	158,190	164,005	169,632	176,025
52400 Workers Compensation	22,450	11,078	19,649	20,042
53400 Other Contractual Services	80	1,000	800	800
54000 Travel & Per Diem	105	1,008	1,008	1,008
54100 Communications	400	636	636	636
54101 Communication - Phone System	5,601	5,435	6,790	6,790
54200 Postage	1,553	2,359	2,359	2,359
54400 Rentals And Leases	5,153	6,500	3,592	3,592
54500 Insurance	0	7,188	7,388	7,388
54600 Repairs And Maintenance	850	1,000	1,000	1,000
54700 Printing And Binding	4,009	2,000	2,000	2,000
54948 Other Current Charges / Other	0	480	480	480
55100 Office Supplies	4,178	6,131	6,131	6,131
55200 Operating Supplies	3,766	4,845	4,845	4,845
55400 Publications, Subscriptions & Membe	193	400	400	400
55401 Training	35	2,005	2,005	2,005
111-542-523 Totals	<u>1,007,648</u>	<u>1,075,635</u>	<u>1,119,246</u>	<u>1,120,133</u>
County Probation Totals	<u>1,007,648</u>	<u>1,411,394</u>	<u>1,455,005</u>	<u>1,455,892</u>

Leon County Fiscal Year 2014 Adopted Budget

Supervised Pretrial Release

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>111-544-523 Pretrial Release</b>				
51200 Regular Salaries And Wages	512,451	527,362	532,018	526,326
51400 Overtime	8,276	0	0	0
51500 Special Pay	450	0	0	0
52100 Fica Taxes	37,580	39,747	40,024	40,814
52200 Retirement Contribution	25,638	27,037	39,201	39,974
52210 Deferred Compensation Match	1,093	627	636	645
52300 Life & Health Insurance	117,882	111,841	111,010	115,095
52400 Workers Compensation	15,856	7,714	13,265	13,530
53400 Other Contractual Services	27,621	32,000	32,000	32,000
53413 Administration	660	0	0	0
53450 Other Contractual Services - GPS	47,176	30,000	123,000	123,000
54000 Travel & Per Diem	977	3,099	3,099	3,099
54100 Communications	1,271	1,500	1,500	1,500
54101 Communication - Phone System	2,249	1,925	2,215	2,215
54200 Postage	891	2,000	2,000	2,000
54300 Utility Services	20	0	0	0
54400 Rentals And Leases	2,875	3,300	1,823	1,823
54700 Printing And Binding	895	1,140	1,140	1,140
54900 Other Current Charges & Obligations	74,499	80,000	80,000	80,000
54948 Other Current Charges / Other	0	950	950	950
55100 Office Supplies	2,035	2,100	2,100	2,100
55200 Operating Supplies	7,963	7,016	7,016	7,016
55400 Publications, Subscriptions & Membe	76	140	140	140
111-544-523 Totals	888,435	879,498	993,137	993,367
<b>125-982057-521 FDLE JAG Grant - Pretrial</b>				
51200 Regular Salaries And Wages	80,951	0	0	0
51400 Overtime	1,771	0	0	0
52100 Fica Taxes	6,090	0	0	0
52200 Retirement Contribution	4,136	0	0	0
52300 Life & Health Insurance	23,695	0	0	0
52400 Workers Compensation	2,844	0	0	0
55200 Operating Supplies	943	0	0	0
125-982057-521 Totals	120,430	0	0	0
<b>125-982058-521 FDLE JAG Grant - Pretrial</b>				
51200 Regular Salaries And Wages	0	82,811	0	0
52100 Fica Taxes	0	2,826	0	0
52200 Retirement Contribution	0	3,853	0	0
52300 Life & Health Insurance	0	28,995	0	0
52400 Workers Compensation	0	1,255	0	0
125-982058-521 Totals	0	119,740	0	0
<b>125-982059-521 FDLE JAG Grant - Pretrial</b>				
51200 Regular Salaries And Wages	0	0	87,204	86,273
52100 Fica Taxes	0	0	6,470	6,600
52200 Retirement Contribution	0	0	5,879	5,996
52300 Life & Health Insurance	0	0	23,030	23,939
52400 Workers Compensation	0	0	2,412	2,460
125-982059-521 Totals	0	0	124,995	125,268
Supervised Pretrial Release Totals	1,008,865	999,238	1,118,132	1,118,635

Veteran Services

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-390-553 Veteran Services</b>				
51200 Regular Salaries And Wages	91,183	122,353	119,472	118,196
51400 Overtime	105	1,000	1,000	1,000
52100 Fica Taxes	6,952	9,772	9,690	9,868
52200 Retirement Contribution	4,206	6,618	8,804	8,965
52210 Deferred Compensation Match	1,006	1,464	1,486	1,508
52300 Life & Health Insurance	845	19,323	11,742	11,759
52400 Workers Compensation	237	156	218	221
54000 Travel & Per Diem	4,426	8,642	8,642	8,642
54101 Communication - Phone System	668	640	760	760
54200 Postage	870	767	767	767
54400 Rentals And Leases	2,003	3,000	1,658	1,658
54600 Repairs And Maintenance	113	160	160	160
54700 Printing And Binding	0	102	102	102
54800 Promotional Activities	22	774	774	774
54900 Other Current Charges & Obligations	29,904	0	0	0
55100 Office Supplies	607	5,715	1,715	1,715
55200 Operating Supplies	924	250	250	250
55400 Publications, Subscriptions & Membe	224	330	330	330
55401 Training	366	1,050	1,050	1,050
56400 Machinery And Equipment	13,912	0	0	0
58256 Veterans Day Parade	0	0	2,500	2,500
58258 Operation Thank You!	0	0	15,000	15,000
58261 Honor Flight	0	0	15,000	15,000
58349 Military Personnel Grant Program	21,168	100,000	100,000	100,000
001-390-553 Totals	<u>179,741</u>	<u>282,116</u>	<u>301,120</u>	<u>300,225</u>
Veteran Services Totals	<u>179,741</u>	<u>282,116</u>	<u>301,120</u>	<u>300,225</u>

Volunteer Center

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-113-513 Volunteer Center</b>				
51200 Regular Salaries And Wages	101,218	102,861	106,497	105,339
51400 Overtime	1,387	2,000	2,000	2,000
52100 Fica Taxes	7,345	7,753	7,903	8,058
52200 Retirement Contribution	5,090	5,249	7,179	7,321
52210 Deferred Compensation Match	0	733	744	755
52300 Life & Health Insurance	24,295	23,248	23,495	24,413
52400 Workers Compensation	263	123	177	181
52600 Class C Travel	37	0	0	0
53400 Other Contractual Services	0	300	300	300
54000 Travel & Per Diem	1,232	3,196	3,223	3,223
54100 Communications	1,033	1,008	1,008	1,008
54101 Communication - Phone System	558	355	410	410
54200 Postage	27	250	223	223
54700 Printing And Binding	3,029	2,757	2,757	2,757
54800 Promotional Activities	5,362	5,934	5,934	5,934
55100 Office Supplies	1,546	3,335	3,335	3,335
55200 Operating Supplies	233	0	0	0
55400 Publications, Subscriptions & Membe	1,839	1,780	1,780	1,780
55401 Training	120	195	195	195
001-113-513 Totals	<u>154,615</u>	<u>161,077</u>	<u>167,160</u>	<u>167,232</u>
Volunteer Center Totals	<u>154,615</u>	<u>161,077</u>	<u>167,160</u>	<u>167,232</u>

Leon County Fiscal Year 2014 Adopted Budget

Housing Services

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-371-569 Housing Services</b>				
51200 Regular Salaries And Wages	321,473	293,863	299,853	296,580
51400 Overtime	1,653	0	0	0
52100 Fica Taxes	23,492	22,423	22,338	22,778
52200 Retirement Contribution	15,492	15,278	22,600	23,042
52210 Deferred Compensation Match	848	942	956	970
52300 Life & Health Insurance	64,570	56,650	72,041	74,724
52400 Workers Compensation	832	356	504	514
53400 Other Contractual Services	0	652	652	652
54000 Travel & Per Diem	2,327	4,705	4,722	4,722
54101 Communication - Phone System	1,746	1,640	1,850	1,850
54200 Postage	610	800	800	800
54400 Rentals And Leases	5,416	5,700	3,150	3,150
54505 Vehicle Coverage	392	1,083	1,372	1,372
54600 Repairs And Maintenance	0	200	200	200
54601 Vehicle Repair	757	1,568	1,650	1,650
54700 Printing And Binding	0	1,000	1,000	1,000
54800 Promotional Activities	0	1,419	1,402	1,402
54900 Other Current Charges & Obligations	752	2,473	2,473	2,473
55100 Office Supplies	2,409	4,700	4,700	4,700
55200 Operating Supplies	2,356	4,584	4,584	4,584
55210 Fuel & Oil	1,760	2,440	2,375	2,375
55400 Publications, Subscriptions & Membe	1,523	800	800	800
55401 Training	0	1,900	1,900	1,900
001-371-569 Totals	448,410	425,176	451,922	452,238
<b>124-932042-554 SHIP 2009-2012</b>				
584006 Mindo OverMoney Consulting Inc.	-675	0	0	0
585000 Housing Grants & Aids	141,602	0	0	0
588303 Kimberly Graham FHOP	-10	0	0	0
124-932042-554 Totals	140,917	0	0	0
<b>124-932043-554 SHIP 2011-2014</b>				
585000 Housing Grants & Aids	8,073	0	0	0
124-932043-554 Totals	8,073	0	0	0
<b>161-808-554 Housing Finance Authority</b>				
54000 Travel & Per Diem	6,485	10,000	10,000	10,000
54200 Postage	83	2,150	2,150	2,150
54700 Printing And Binding	313	2,150	2,150	2,150
54900 Other Current Charges & Obligations	5,118	2,250	2,250	2,250
55100 Office Supplies	476	1,680	1,395	1,110
55200 Operating Supplies	717	3,000	3,000	3,000
55400 Publications, Subscriptions & Membe	1,045	1,200	1,200	1,200
58313 Housing Related Activities	0	8,065	8,065	8,065
584006 Mindo OverMoney Consulting Inc.	900	0	0	0
584007 Advantage Title Group, LLC	1,426	0	0	0
585000 Housing Grants & Aids	8,532	0	0	0
587000 Rental Housing	361	0	0	0
588303 Kimberly Graham FHOP	10	0	0	0
161-808-554 Totals	25,465	30,495	30,210	29,925
Housing Services Totals	622,864	455,671	482,132	482,163

Leon County Fiscal Year 2014 Adopted Budget

Human Services

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-190-562 Health Department</b>				
58100 Aids To Government Agencies	237,345	237,345	237,345	237,345
001-190-562 Totals	237,345	237,345	237,345	237,345
<b>001-370-527 Medical Examiner</b>				
58346 Medical Examiner	532,396	543,008	584,037	601,047
001-370-527 Totals	532,396	543,008	584,037	601,047
<b>001-370-562 Tubercular Care &amp; Child Protection Exams</b>				
58340 Tubercular Care-transportation	0	2,000	2,000	2,000
58342 Child Protection Exams	45,500	59,000	59,000	59,000
001-370-562 Totals	45,500	61,000	61,000	61,000
<b>001-370-563 Baker Act &amp; Marchman Act</b>				
53101 Baker Act Payments	638,156	374,896	386,143	397,727
53102 Mental Health & Alcohol	0	289,679	292,237	294,874
001-370-563 Totals	638,156	664,575	678,380	692,601
<b>001-370-564 Medicaid &amp; Indigent Burials</b>				
53400 Other Contractual Services	0	1,330	1,330	1,330
55200 Operating Supplies	1,231	0	0	0
58341 Indigent Burial	19,900	20,000	30,000	31,500
58343 Medicaid	2,355,185	3,514,890	2,558,220	2,634,967
001-370-564 Totals	2,376,316	3,536,220	2,589,550	2,667,797
<b>001-370-569 CHSP &amp; Emergency Assistance</b>				
51200 Regular Salaries And Wages	38,333	38,908	40,316	39,885
52100 Fica Taxes	2,788	2,933	2,991	3,051
52200 Retirement Contribution	1,912	1,986	2,718	2,772
52210 Deferred Compensation Match	0	106	108	110
52300 Life & Health Insurance	7,382	5,796	11,702	12,160
52400 Workers Compensation	100	47	67	68
53400 Other Contractual Services	144,000	144,000	0	0
58344 Human Service Grants	840,568	825,000	865,000	865,000
58345 Emergency Assistance	16,065	40,000	40,000	40,000
001-370-569 Totals	1,051,147	1,058,776	962,902	963,046
<b>001-888-569 Line Item - Human Service Agencies</b>				
58229 Tall Trust For Historic Preservation	63,175	63,175	63,175	63,175
58230 Disc Village/JAC	185,759	0	0	0
58246 United Partners for Human Services	23,750	23,750	23,750	23,750
58247 Whole Child Leon (Foundation for Leon County Schools)	38,000	38,000	38,000	38,000
58248 Commission on the Status of Women & Girls	0	10,000	20,000	20,000
58249 Trauma Center	200,000	200,000	200,000	200,000
58257 Palmer Munroe Teen Center	150,000	0	0	0
001-888-569 Totals	660,684	334,925	344,925	344,925

Leon County Fiscal Year 2014 Adopted Budget

Human Services

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-971-562 Primary Health Care</b>				
51200 Regular Salaries And Wages	56,485	57,332	59,408	58,773
52100 Fica Taxes	4,144	4,321	4,407	4,496
52200 Retirement Contribution	2,817	2,926	4,005	4,085
52300 Life & Health Insurance	12,390	11,767	11,894	12,356
52400 Workers Compensation	147	69	99	101
53144 Professional Services / Medical	163,403	257,671	257,671	257,671
53400 Other Contractual Services	624	6,000	6,000	6,000
54200 Postage	126	250	250	250
54700 Printing And Binding	432	0	0	0
54800 Promotional Activities	0	500	500	500
54900 Other Current Charges & Obligations	1,575,557	1,485,872	1,485,872	1,485,872
55100 Office Supplies	548	780	780	780
55200 Operating Supplies	795	2,500	2,500	2,500
55400 Publications, Subscriptions & Membe	0	250	250	250
55401 Training	0	500	500	500
001-971-562 Totals	<u>1,817,467</u>	<u>1,830,738</u>	<u>1,834,136</u>	<u>1,834,134</u>
Human Services Totals	<u><u>7,359,011</u></u>	<u><u>8,266,587</u></u>	<u><u>7,292,275</u></u>	<u><u>7,401,895</u></u>

Cooperative Extension

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-361-537 Cooperative Extension</b>				
51200 Regular Salaries And Wages	324,160	346,233	333,078	329,358
52100 Fica Taxes	20,863	23,035	23,516	23,980
52200 Retirement Contribution	14,558	15,597	22,909	23,362
52210 Deferred Compensation Match	2,186	1,987	2,017	2,047
52300 Life & Health Insurance	39,496	41,427	70,812	73,465
52400 Workers Compensation	761	752	933	951
54000 Travel & Per Diem	20,074	25,472	22,760	22,760
54100 Communications	0	0	360	360
54101 Communication - Phone System	2,162	1,845	2,095	2,095
54200 Postage	51	50	50	50
54300 Utility Services	16,651	24,426	24,426	24,426
54400 Rentals And Leases	2,410	7,140	3,443	3,443
54505 Vehicle Coverage	347	960	1,202	1,202
54600 Repairs And Maintenance	3,050	3,136	3,236	3,236
54601 Vehicle Repair	1,039	1,727	2,981	2,981
54800 Promotional Activities	1,984	1,920	2,020	2,020
54801 Recruitment	112	0	0	0
54900 Other Current Charges & Obligations	3,000	4,350	4,350	4,350
55100 Office Supplies	5,934	6,135	5,708	5,708
55200 Operating Supplies	4,513	6,685	6,194	6,194
55210 Fuel & Oil	844	1,640	3,483	3,483
55400 Publications, Subscriptions & Membe	1,178	1,745	2,236	2,236
55401 Training	0	4,035	4,035	4,035
56400 Machinery And Equipment	15,974	0	0	0
001-361-537 Totals	<u>481,347</u>	<u>520,297</u>	<u>541,844</u>	<u>541,742</u>
Cooperative Extension Totals	<u><u>481,347</u></u>	<u><u>520,297</u></u>	<u><u>541,844</u></u>	<u><u>541,742</u></u>

Leon County Fiscal Year 2014 Adopted Budget

Office of Sustainability

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-127-513 Office of Sustainability</b>				
51200 Regular Salaries And Wages	103,261	125,331	129,844	128,437
52100 Fica Taxes	7,690	9,446	9,634	9,826
52200 Retirement Contribution	5,125	6,396	8,752	8,926
52300 Life & Health Insurance	19,477	26,768	21,214	22,036
52400 Workers Compensation	268	150	216	221
53100 Professional Services	0	26,550	22,250	22,250
54000 Travel & Per Diem	278	4,300	2,000	2,000
54101 Communication - Phone System	83	75	85	85
54200 Postage	450	0	0	0
54300 Utility Services	0	0	500	500
54505 Vehicle Coverage	0	0	690	690
54600 Repairs And Maintenance	2,945	21,750	10,000	10,000
54601 Vehicle Repair	104	688	400	400
54700 Printing And Binding	127	1,500	500	500
54800 Promotional Activities	15,320	4,180	9,380	9,380
54900 Other Current Charges & Obligations	0	0	17,300	17,300
54918 Staff Development & Training	0	5,000	2,000	2,000
55100 Office Supplies	381	500	500	500
55200 Operating Supplies	21,966	17,670	17,870	17,870
55210 Fuel & Oil	0	1,200	1,200	1,200
55400 Publications, Subscriptions & Membe	6,085	6,050	6,050	6,050
55401 Training	0	4,050	3,200	3,200
001-127-513 Totals	<u>183,560</u>	<u>261,604</u>	<u>263,585</u>	<u>263,371</u>
<b>001-888-539 Line Item - Keep Tall. Beautiful</b>				
58231 Keep Tall Leon County Beautiful	21,375	21,375	21,375	21,375
001-888-539 Totals	<u>21,375</u>	<u>21,375</u>	<u>21,375</u>	<u>21,375</u>
<b>125-096027-537 Florida Clean Energy Grant</b>				
56300 Improvements Other Than Buildings	542,389	0	0	0
125-096027-537 Totals	<u>542,389</u>	<u>0</u>	<u>0</u>	<u>0</u>
Office of Sustainability Totals	<u>747,324</u>	<u>282,979</u>	<u>284,960</u>	<u>284,746</u>

Solid Waste

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>401-435-534 Landfill Closure</b>				
51400 Overtime	0	14,000	3,000	3,000
53100 Professional Services	0	60,125	97,123	97,123
53400 Other Contractual Services	90,598	24,000	0	0
54900 Other Current Charges & Obligations	0	427,550	0	0
55200 Operating Supplies	5,487	20,808	10,000	10,200
401-435-534 Totals	<u>96,084</u>	<u>546,483</u>	<u>110,123</u>	<u>110,323</u>
<b>401-437-534 Rural Waste Service Centers</b>				
51200 Regular Salaries And Wages	257,836	192,358	259,900	257,399
51250 Regular OPS Salaries	28,829	27,365	27,365	27,639
51400 Overtime	35,333	38,461	40,000	40,000
52100 Fica Taxes	23,958	17,117	21,656	22,082
52200 Retirement Contribution	15,292	11,590	19,672	20,059
52210 Deferred Compensation Match	1,035	1,045	1,061	1,077
52300 Life & Health Insurance	59,129	58,801	90,393	93,834
52400 Workers Compensation	30,701	10,548	19,804	20,197
53400 Other Contractual Services	58,220	78,144	63,544	63,544
54000 Travel & Per Diem	0	275	1,095	275
54100 Communications	658	2,910	3,234	3,234
54300 Utility Services	7,023	8,444	8,044	8,044
54400 Rentals And Leases	859	800	1,000	1,000
54505 Vehicle Coverage	2,216	13,060	9,985	9,985
54600 Repairs And Maintenance	19,438	20,300	20,300	20,300
54601 Vehicle Repair	39,976	36,792	33,777	33,777
54700 Printing And Binding	1,142	2,650	1,150	1,150
54900 Other Current Charges & Obligations	195,274	223,125	195,000	195,000
55100 Office Supplies	10	580	580	580
55200 Operating Supplies	9,862	6,756	6,756	6,756
55210 Fuel & Oil	58,812	81,720	67,765	67,765
55400 Publications, Subscriptions & Membe	85	150	189	189
55401 Training	1,770	600	500	0
56400 Machinery And Equipment	0	9,127	4,800	0
401-437-534 Totals	<u>847,457</u>	<u>842,718</u>	<u>897,570</u>	<u>893,886</u>

Solid Waste

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>401-441-534 Transfer Station Operations</b>				
51200 Regular Salaries And Wages	388,830	398,293	323,043	319,590
51400 Overtime	32,252	44,985	44,985	44,985
52100 Fica Taxes	31,116	31,119	24,937	25,412
52200 Retirement Contribution	20,176	21,152	24,338	24,806
52210 Deferred Compensation Match	2,560	3,451	3,503	3,556
52300 Life & Health Insurance	75,704	96,797	75,695	78,177
52400 Workers Compensation	35,020	17,193	20,488	20,882
53100 Professional Services	980	5,000	18,000	5,400
53400 Other Contractual Services	4,336,193	5,119,158	4,355,535	4,139,535
54000 Travel & Per Diem	690	3,530	1,991	0
54100 Communications	980	1,260	1,260	1,260
54101 Communication - Phone System	248	150	200	200
54200 Postage	18	0	0	0
54300 Utility Services	44,027	58,440	43,368	43,368
54400 Rentals And Leases	1,999	3,753	2,500	2,500
54505 Vehicle Coverage	1,108	1,670	1,275	1,275
54600 Repairs And Maintenance	53,944	69,967	68,447	68,747
54601 Vehicle Repair	41,024	43,739	40,813	40,813
54700 Printing And Binding	147	2,200	700	700
54900 Other Current Charges & Obligations	1,331	2,044	2,450	1,450
55100 Office Supplies	396	870	870	870
55200 Operating Supplies	24,169	19,280	19,280	19,280
55210 Fuel & Oil	67,479	97,855	95,345	95,345
55400 Publications, Subscriptions & Membe	678	236	244	244
55401 Training	1,180	2,160	1,605	1,050
56400 Machinery And Equipment	0	8,933	0	0
401-441-534 Totals	<u>5,162,250</u>	<u>6,053,235</u>	<u>5,170,872</u>	<u>4,939,445</u>
<b>401-442-534 Solid Waste Management Facility</b>				
51200 Regular Salaries And Wages	439,788	413,075	442,282	437,540
51400 Overtime	12,157	17,816	17,816	17,816
52100 Fica Taxes	33,435	31,687	33,955	34,611
52200 Retirement Contribution	21,914	21,610	33,655	34,310
52210 Deferred Compensation Match	1,470	2,824	2,866	2,909
52300 Life & Health Insurance	105,222	104,055	113,847	117,830
52400 Workers Compensation	35,718	15,459	23,235	23,691
53100 Professional Services	155,787	195,000	162,600	90,700
53400 Other Contractual Services	409,626	378,226	363,500	363,500
54000 Travel & Per Diem	1,434	9,290	7,010	7,010
54100 Communications	872	1,260	1,260	1,260
54101 Communication - Phone System	2,713	2,750	2,855	2,855
54200 Postage	311	1,200	800	800
54300 Utility Services	243,127	274,375	150,775	150,775
54400 Rentals And Leases	4,164	56,700	55,358	55,358
54505 Vehicle Coverage	3,325	7,570	5,245	5,245
54600 Repairs And Maintenance	35,606	159,652	84,650	84,650
54601 Vehicle Repair	90,668	113,736	80,250	80,250
54700 Printing And Binding	900	1,000	500	500
54800 Promotional Activities	4,411	6,000	0	0
54900 Other Current Charges & Obligations	225,155	200	5,275	275
55100 Office Supplies	2,171	5,000	2,500	2,500
55200 Operating Supplies	76,443	83,000	65,000	65,000
55210 Fuel & Oil	87,966	89,575	95,470	95,470
55400 Publications, Subscriptions & Membe	1,873	1,689	1,617	1,617
55401 Training	3,850	7,336	5,836	5,836
56400 Machinery And Equipment	0	7,127	0	0
401-442-534 Totals	<u>2,000,106</u>	<u>2,007,212</u>	<u>1,758,157</u>	<u>1,682,308</u>

Leon County Fiscal Year 2014 Adopted Budget

Solid Waste

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>401-443-534 Hazardous Waste</b>				
51200 Regular Salaries And Wages	163,426	159,828	141,873	139,586
51250 Regular OPS Salaries	0	16,030	16,030	16,190
51400 Overtime	27,691	22,000	36,000	36,000
52100 Fica Taxes	14,274	13,793	12,235	12,468
52200 Retirement Contribution	9,165	9,340	11,115	11,326
52210 Deferred Compensation Match	1,360	942	956	970
52300 Life & Health Insurance	22,052	24,962	20,991	21,520
52400 Workers Compensation	17,552	8,629	11,176	11,389
53400 Other Contractual Services	225,032	222,100	268,794	268,794
54000 Travel & Per Diem	431	2,557	2,000	2,000
54100 Communications	20	120	120	120
54101 Communication - Phone System	148	110	125	125
54200 Postage	0	25	25	25
54300 Utility Services	7,591	7,420	7,420	7,420
54505 Vehicle Coverage	1,108	1,980	1,514	1,514
54600 Repairs And Maintenance	6,821	8,000	8,000	8,000
54601 Vehicle Repair	1,312	4,950	4,895	4,895
54700 Printing And Binding	808	700	1,550	1,550
54800 Promotional Activities	0	1,800	6,100	6,100
54900 Other Current Charges & Obligations	1,160	0	0	0
55100 Office Supplies	400	450	450	450
55200 Operating Supplies	67,651	45,000	45,500	45,500
55210 Fuel & Oil	2,609	1,600	3,000	3,000
55400 Publications, Subscriptions & Membe	596	321	421	421
55401 Training	130	600	200	200
56400 Machinery And Equipment	0	7,200	0	0
401-443-534 Totals	571,337	560,457	600,490	599,563
<b>401-471-534 Recycling Services &amp; Education</b>				
51200 Regular Salaries And Wages	129,026	62,987	50,264	49,728
51400 Overtime	23,669	8,837	2,960	2,960
52100 Fica Taxes	11,061	4,912	4,006	4,079
52200 Retirement Contribution	7,191	3,326	3,639	3,706
52210 Deferred Compensation Match	1,260	733	744	755
52300 Life & Health Insurance	29,273	18,238	8,174	8,352
52400 Workers Compensation	9,059	1,489	1,054	1,074
53100 Professional Services	47,753	35,000	0	0
53400 Other Contractual Services	5,529	22,180	20,700	20,700
54000 Travel & Per Diem	4,726	3,540	3,780	3,780
54100 Communications	579	1,440	600	600
54101 Communication - Phone System	182	185	220	220
54200 Postage	12	500	100	100
54300 Utility Services	3,077	5,000	3,500	3,500
54400 Rentals And Leases	385	0	0	0
54505 Vehicle Coverage	2,770	7,680	5,278	5,278
54600 Repairs And Maintenance	10,934	16,467	8,500	8,500
54601 Vehicle Repair	8,730	12,651	7,620	7,620
54700 Printing And Binding	1,842	3,000	2,000	2,000
54800 Promotional Activities	2,622	11,610	39,325	39,325
54900 Other Current Charges & Obligations	13,860	0	0	0
55100 Office Supplies	710	1,200	345	345
55200 Operating Supplies	20,349	40,959	4,970	4,845
55210 Fuel & Oil	13,377	28,640	28,435	28,435
55400 Publications, Subscriptions & Membe	934	1,031	1,164	1,164
55401 Training	744	2,065	750	750
56400 Machinery And Equipment	3,083	0	0	0
401-471-534 Totals	352,734	293,670	198,128	197,816
Solid Waste Totals	9,029,969	10,303,775	8,735,340	8,423,341

Leon County Fiscal Year 2014 Adopted Budget

Clerk of the Circuit Court

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-132-586 Clerk - Finance Administration</b>				
59302 Budget Transfers	1,456,481	1,403,766	1,480,021	1,523,989
001-132-586 Totals	<u>1,456,481</u>	<u>1,403,766</u>	<u>1,480,021</u>	<u>1,523,989</u>
<b>110-537-586 Clerk - Article V Expenses</b>				
54913 Clerk Circuit Court Fees	408,793	0	0	0
110-537-586 Totals	<u>408,793</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>110-537-614 Clerk - Article V Expenses</b>				
54913 Clerk Circuit Court Fees	0	439,981	414,527	422,803
110-537-614 Totals	<u>0</u>	<u>439,981</u>	<u>414,527</u>	<u>422,803</u>
Clerk of the Circuit Court Totals	<u>1,865,274</u>	<u>1,843,747</u>	<u>1,894,548</u>	<u>1,946,792</u>

Property Appraiser

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-512-586 Property Appraiser</b>				
59306 Budget Transfer	4,278,912	4,326,795	4,484,136	4,578,869
001-512-586 Totals	<u>4,278,912</u>	<u>4,326,795</u>	<u>4,484,136</u>	<u>4,578,869</u>
Property Appraiser Totals	<u><u>4,278,912</u></u>	<u><u>4,326,795</u></u>	<u><u>4,484,136</u></u>	<u><u>4,578,869</u></u>

Leon County Fiscal Year 2014 Adopted Budget

Sheriff

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>110-510-586 Law Enforcement</b>				
51100 Executive Salaries	138,974	138,974	140,415	140,415
51200 Regular Salaries And Wages	18,937,774	19,053,859	17,257,524	17,363,730
51400 Overtime	1,074,737	831,000	799,714	796,824
51500 Special Pay	169,631	169,500	173,340	178,540
52100 Fica Taxes	1,399,282	1,525,936	1,405,740	1,428,709
52200 Retirement Contribution	2,183,537	2,339,125	3,064,877	3,081,901
52300 Life & Health Insurance	3,541,504	3,674,376	3,186,674	3,409,741
52400 Workers Compensation	237,712	334,578	220,284	229,095
52500 Unemployment Compensation	0	10,000	10,000	10,000
52600 Class C Travel	171	0	0	0
52700 Cip Chargebacks	-967,417	-978,071	0	0
53100 Professional Services	42,036	24,000	0	0
53143 Other Administrative / Professional	0	0	24,000	24,000
53144 Professional Services / Medical	34,384	34,075	34,075	34,075
53400 Other Contractual Services	156,905	139,000	2,325,941	2,325,941
53500 Investigations	136,514	120,000	120,000	120,000
54000 Travel & Per Diem	43,225	33,000	0	0
54041 Travel and Per Diem	0	0	33,000	33,000
54042 Travel / Private Vehicle	160	1,000	1,000	1,000
54100 Communications	267,534	314,256	318,981	318,981
54200 Postage	15,465	22,690	22,290	22,290
54300 Utility Services	174,137	248,820	208,580	208,580
54400 Rentals And Leases	64,529	74,945	0	0
54443 Rentals and Leases / Other	0	0	69,311	69,311
54506 Property Insurance	28,044	29,602	21,247	21,247
54541 Insurance / Auto	182,238	190,946	183,088	183,088
54542 Insurance / Professional Liability	219,201	276,937	241,107	241,107
54545 Insurance / Aircraft	0	67,300	67,778	67,778
54600 Repairs And Maintenance	2,490	0	0	0
54641 Repair and Maintenance / Autos	371,255	334,813	391,351	391,351
54643 Repair and Maintenance / Radios	8,658	11,566	10,356	10,356
54644 Repair and Maintenance / Office Equipment	192,948	335,764	363,128	363,128
54645 Repair and Maintenance / Investigative Equipment	39,095	0	0	0
54646 Repair and Maintenance / Facilities	91,284	135,645	147,395	147,395
54700 Printing And Binding	43,520	53,750	53,750	53,750
54900 Other Current Charges & Obligations	69,554	171,393	0	0
54942 Other Current Charges / Auto	25,261	117,075	112,375	112,375
54948 Other Current Charges / Other	0	0	42,440	42,440
54949 Uniform Cleaning	37,241	46,060	46,060	46,060
54950 Tuition Assistance	1,200	5,500	5,500	5,500
55100 Office Supplies	37,172	39,220	39,220	39,220
55200 Operating Supplies	244,886	271,380	0	0
55210 Fuel & Oil	898,736	1,039,690	0	0
55240 Data Processing Supplies	29,510	34,000	34,000	34,000
55241 Operating Supplies / Fuel and Lubrication	0	0	1,024,549	1,024,549
55242 Operating Supplies / Ammo	50,885	78,000	81,500	81,500
55244 Operating Supplies / Investigative	30,257	30,000	32,000	32,000
55248 Operating Supplies / Motorcycles and Boats	3,841	6,500	10,000	10,000
55249 Operating Supplies / Miscellaneous	244,886	0	215,406	215,406
55250 Operating Supplies / Uniforms	182,339	202,235	192,097	192,097
55400 Publications, Subscriptions & Membe	24,992	45,249	45,024	45,024
55401 Training	32,596	30,250	18,000	18,000
56400 Machinery And Equipment	52,469	16,700	0	0
56415 Machinery and Equipment - Motorcycle/Boat	14,862	0	0	0
56441 Machinery and Equipment / Auto	755,784	591,100	592,600	973,300
56443 Machinery and Equipment / Radio	19,350	0	0	0
56444 Machinery and Equipment / Office	0	0	66,600	66,600
56445 Machinery and Equipment / Investigation	0	18,600	9,070	9,070
56448 Machinery and Equipment / Other	76,537	0	0	0
56480 Machinery and Equipment - Other	76,537	89,500	112,200	136,431

Leon County Fiscal Year 2014 Adopted Budget

Sheriff

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>110-510-586 Law Enforcement</b>				
59000 Sheriff Contingency - Operating	0	100,000	100,000	100,000
59010 Sheriff - Less SRO Contract	0	-1,149,460	-1,171,840	-1,171,840
59020 Sheriff - Less Salary Lapse	0	0	-91,528	-91,528
59100 Transfer	631,164	0	0	0
110-510-586 Totals	<u>32,369,584</u>	<u>31,330,378</u>	<u>32,410,219</u>	<u>33,195,537</u>
<b>110-511-586 Corrections</b>				
51200 Regular Salaries And Wages	12,046,104	13,421,010	13,612,213	13,695,983
51400 Overtime	876,669	585,000	681,272	665,500
51500 Special Pay	46,378	49,400	48,480	49,934
52100 Fica Taxes	941,767	1,060,066	1,096,501	1,114,033
52200 Retirement Contribution	1,672,703	1,847,030	2,433,768	2,472,758
52300 Life & Health Insurance	3,000,884	3,373,257	3,216,008	3,441,129
52400 Workers Compensation	174,074	261,518	173,753	180,703
52500 Unemployment Compensation	1,925	20,000	20,000	20,000
52700 Cip Chargebacks	967,417	0	0	0
53144 Professional Services / Medical	8,431	16,920	16,920	16,920
53400 Other Contractual Services	6,772,885	6,361,390	6,754,285	6,754,285
54000 Travel & Per Diem	4,175	0	0	0
54041 Travel and Per Diem	305	8,500	8,500	8,500
54042 Travel / Private Vehicle	305	2,000	2,000	2,000
54100 Communications	119,574	120,774	121,489	121,489
54200 Postage	2,853	2,090	2,090	2,090
54300 Utility Services	953,039	1,070,130	910,320	910,320
54443 Rentals and Leases / Other	22,203	21,346	16,298	16,298
54506 Property Insurance	107,084	164,772	177,469	177,469
54541 Insurance / Auto	12,610	13,520	12,588	12,588
54542 Insurance / Professional Liability	180,243	203,890	186,555	186,555
54544 Insurance Prisoner/Medical	57,812	68,985	63,630	63,630
54641 Repair and Maintenance / Autos	21,470	21,022	26,362	26,362
54643 Repair and Maintenance / Radios	1,415	2,914	2,914	2,914
54644 Repair and Maintenance / Office Equipment	122,385	138,656	144,936	144,936
54646 Repair and Maintenance / Facilities	374,732	539,200	551,655	551,655
54700 Printing And Binding	21,171	15,000	15,000	15,000
54900 Other Current Charges & Obligations	5,574	0	0	0
54948 Other Current Charges / Other	0	1,000	1,000	1,000
54949 Uniform Cleaning	49,169	50,600	50,600	50,600
54950 Tuition Assistance	4,050	4,000	4,000	4,000
55100 Office Supplies	19,253	27,365	27,365	27,365
55200 Operating Supplies	73,165	67,050	77,050	77,050
55210 Fuel & Oil	47,339	49,343	0	0
55240 Data Processing Supplies	16,457	28,000	28,000	28,000
55241 Operating Supplies / Fuel and Lubrication	0	0	48,599	48,599
55246 Operating Supplies / Other Jail Supplies	328,828	410,000	402,000	402,000
55250 Operating Supplies / Uniforms	71,436	164,019	164,019	164,019
55400 Publications, Subscriptions & Membe	1,433	1,039	2,339	2,339
55401 Training	3,258	2,500	2,500	2,500
56400 Machinery And Equipment	7,712	0	0	0
56442 Machinery and Equipment - Jail	1,982	17,940	219,000	227,213
56443 Machinery and Equipment / Radio	4,749	33,000	0	0
56444 Machinery and Equipment / Office	0	53,600	195,400	195,400
56480 Machinery and Equipment - Other	0	5,300	0	0
59000 Sheriff Contingency - Operating	0	100,000	100,000	100,000
59020 Sheriff - Less Salary Lapse	0	-450,534	-477,217	-477,217
59100 Transfer	259,402	0	0	0
110-511-586 Totals	<u>29,404,421</u>	<u>29,952,612</u>	<u>31,139,661</u>	<u>31,505,919</u>

Leon County Fiscal Year 2014 Adopted Budget

Sheriff

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>125-864-525 Emergency Management</b>				
59304 Budget Transfer	0	121,155	121,155	121,155
125-864-525 Totals	<u>0</u>	<u>121,155</u>	<u>121,155</u>	<u>121,155</u>
<b>130-180-586 Enhanced 9-1-1</b>				
51200 Regular Salaries And Wages	202,872	204,622	211,952	205,577
51400 Overtime	1,768	8,000	8,000	8,000
52100 Fica Taxes	14,988	16,034	16,339	16,339
52200 Retirement Contribution	10,631	10,813	20,649	20,649
52300 Life & Health Insurance	50,910	51,398	50,302	50,302
52400 Workers Compensation	418	464	502	502
53400 Other Contractual Services	27,839	30,000	30,000	30,000
54000 Travel & Per Diem	6,784	9,875	9,875	9,875
54100 Communications	35,357	52,908	53,328	53,328
54110 Com-net Communications	245,597	300,000	360,000	360,000
54200 Postage	410	400	450	450
54400 Rentals And Leases	5,840	6,000	6,000	6,000
54542 Insurance / Professional Liability	1,185	1,300	1,300	1,300
54600 Repairs And Maintenance	217,996	217,996	240,000	240,000
54644 Repair and Maintenance / Office Equipment	25,493	50,363	50,363	50,363
54700 Printing And Binding	191	60	60	60
55100 Office Supplies	2,307	1,000	2,500	2,500
55200 Operating Supplies	2,209	5,000	5,000	5,000
55240 Data Processing Supplies	498	2,000	2,000	2,000
55400 Publications, Subscriptions & Membe	825	755	755	755
55401 Training	2,042	12,596	12,596	12,596
59100 Transfer	364,532	0	0	0
59900 Budgeted Contingency	0	98,852	24,404	24,404
130-180-586 Totals	<u>1,220,694</u>	<u>1,080,436</u>	<u>1,106,375</u>	<u>1,100,000</u>
Sheriff Totals	<u>62,994,698</u>	<u>62,484,581</u>	<u>64,777,410</u>	<u>65,922,611</u>

Leon County Fiscal Year 2014 Adopted Budget

Supervisor of Elections

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>060-520-513 Voter Registration</b>				
51100 Executive Salaries	111,939	111,944	112,000	112,000
51200 Regular Salaries And Wages	1,119,784	1,098,908	1,092,853	1,059,983
52100 Fica Taxes	90,036	89,381	87,051	87,065
52200 Retirement Contribution	75,696	61,039	106,803	106,803
52210 Deferred Compensation Match	2,067	3,400	3,400	3,400
52300 Life & Health Insurance	127,927	135,365	121,778	125,692
52400 Workers Compensation	6,129	10,000	7,500	7,500
53100 Professional Services	1,759	8,000	10,000	10,000
53400 Other Contractual Services	1,905	6,500	7,000	7,000
54000 Travel & Per Diem	3,811	14,000	12,000	16,000
54100 Communications	7,005	9,600	9,000	9,000
54101 Communication - Phone System	2,132	1,500	2,000	2,000
54200 Postage	30,107	83,810	79,325	79,325
54400 Rentals And Leases	38,364	44,165	45,330	46,500
54600 Repairs And Maintenance	52,381	61,393	67,285	71,997
54601 Vehicle Repair	794	2,597	2,025	2,025
54700 Printing And Binding	1,936	37,200	36,700	36,800
54715 Printing & Binding / Voter Materials	13,307	0	0	0
54900 Other Current Charges & Obligations	6,411	6,650	13,200	8,200
54961 Administrative Hearing	2,228	0	0	0
54964 Voter Registration Notices	6,542	0	0	0
55100 Office Supplies	5,088	10,000	7,500	7,500
55200 Operating Supplies	12,134	10,000	12,500	12,500
55210 Fuel & Oil	548	1,750	630	630
55400 Publications, Subscriptions & Membe	25,254	8,205	7,195	7,195
55401 Training	6,091	17,000	15,000	15,000
56400 Machinery And Equipment	2,093	0	0	0
56410 Machinery & Equipment <\$750	13,481	5,000	9,500	5,000
060-520-513 Totals	<u>1,766,948</u>	<u>1,837,407</u>	<u>1,867,575</u>	<u>1,839,115</u>
<b>060-520-586 Elections</b>				
59308 SOE-BUDGET TRANSFER	167,365	0	0	0
060-520-586 Totals	<u>167,365</u>	<u>0</u>	<u>0</u>	<u>0</u>

Leon County Fiscal Year 2014 Adopted Budget

Supervisor of Elections

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>060-521-513 Elections</b>				
51200 Regular Salaries And Wages	0	10,788	0	0
51250 Regular OPS Salaries	226,997	95,000	259,000	250,000
51300 Other Salaries & Wages	156,170	0	0	0
52100 Fica Taxes	29,312	8,577	34,425	19,125
52200 Retirement Contribution	11,739	6,257	31,275	17,375
52400 Workers Compensation	1,913	2,200	2,400	2,618
53100 Professional Services	18,814	17,000	44,000	16,500
53400 Other Contractual Services	44,894	365,100	482,300	464,210
53441 Other Contractual / Poll Workers	266,048	0	0	0
53442 Other Cont / Elec Temp Agency Help	162,239	0	0	0
53443 Other Cont / Election Security	26,205	0	0	0
53444 Other Cont / Elec Equip Delivery	37,717	0	0	0
54000 Travel & Per Diem	7,648	5,500	8,000	8,000
54100 Communications	5,097	5,000	4,000	4,000
54101 Communication - Phone System	19,087	18,910	19,000	19,000
54200 Postage	94,467	83,670	221,906	142,656
54400 Rentals And Leases	47,713	208,300	277,700	278,910
54410 Rental and Leases / Polling Place St	22,680	0	0	0
54411 Rental and Leases / Training Space	863	0	0	0
54412 Rental and Leases / Outside Storage	22,829	0	0	0
54505 Vehicle Coverage	639	1,933	1,479	1,479
54600 Repairs And Maintenance	87,239	119,230	127,803	136,703
54700 Printing And Binding	6,536	167,700	218,500	209,200
54711 Printing & Binding / School Elections	1,375	0	0	0
54712 Printing & Binding / Elections Ballots	67,521	0	0	0
54713 Printing & Binding / PW Training Mate	55,215	0	0	0
54714 Printing & Binding / Precinct Notices	3,808	0	0	0
54715 Printing & Binding / Voter Materials	221,134	0	0	0
54810 Voter Education Promotion	1,372	0	0	0
54900 Other Current Charges & Obligations	8,276	53,500	24,000	55,475
54962 Canvassing Board	74	0	0	0
54963 Election Notices	20,800	0	0	0
54964 Voter Registration Notices	665	0	0	0
54965 Other Current Charges - Personnel	2,887	0	0	0
55100 Office Supplies	11,526	10,000	41,000	12,100
55111 Office Supplies / Early Voting	2,017	0	0	0
55112 Office Supplies / Precincts	11,116	0	0	0
55113 Office Supplies / Canvassing Board	228	0	0	0
55200 Operating Supplies	8,605	15,000	15,000	10,001
55210 Fuel & Oil	2,086	750	2,000	2,000
55261 Operating Supplies / Early Voting	11,644	0	0	0
55262 Operating Supplies / Precincts	19,089	0	0	0
55263 Operating Supplies / Canvassing Board	615	0	0	0
55264 Operating Supplies / Absentee	695	0	0	0
55400 Publications, Subscriptions & Membe	39	0	0	0
55401 Training	2,750	5,000	5,000	5,000
56201 Building Improvements	456,889	0	0	0
56400 Machinery And Equipment	14,853	0	0	0
56410 Machinery & Equipment <\$750	13,997	6,000	47,500	7,500
060-521-513 Totals	<u>2,236,123</u>	<u>1,205,415</u>	<u>1,866,288</u>	<u>1,661,852</u>
<b>060-521-586 Elections</b>				
59308 SOE-BUDGET TRANSFER	271,431	0	0	0
060-521-586 Totals	<u>271,431</u>	<u>0</u>	<u>0</u>	<u>0</u>

Supervisor of Elections

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>060-525-513 SOE Grants</b>				
54713 Printing & Binding / PW Training Mate	14,052	0	0	0
54715 Printing & Binding / Voter Materials	20,462	0	0	0
060-525-513 Totals	<u>34,514</u>	<u>0</u>	<u>0</u>	<u>0</u>
Supervisor of Elections Totals	<u><u>4,476,381</u></u>	<u><u>3,042,822</u></u>	<u><u>3,733,863</u></u>	<u><u>3,500,967</u></u>

Leon County Fiscal Year 2014 Adopted Budget

Tax Collector

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-513-586 Tax Collector</b>				
59307 Budget Transfer	4,433,836	4,278,000	4,278,000	4,321,000
001-513-586 Totals	<u>4,433,836</u>	<u>4,278,000</u>	<u>4,278,000</u>	<u>4,321,000</u>
<b>123-513-586 Tax Collector</b>				
59307 Budget Transfer	20,214	18,447	64,000	65,920
123-513-586 Totals	<u>20,214</u>	<u>18,447</u>	<u>64,000</u>	<u>65,920</u>
<b>135-513-586 Tax Collector</b>				
59307 Budget Transfer	140,157	133,797	133,797	135,135
135-513-586 Totals	<u>140,157</u>	<u>133,797</u>	<u>133,797</u>	<u>135,135</u>
<b>145-513-586 Tax Collector</b>				
59307 Budget Transfer	27,040	33,080	34,770	33,361
145-513-586 Totals	<u>27,040</u>	<u>33,080</u>	<u>34,770</u>	<u>33,361</u>
<b>162-513-586 Tax Collector</b>				
59307 Budget Transfer	6,300	6,400	6,600	5,500
162-513-586 Totals	<u>6,300</u>	<u>6,400</u>	<u>6,600</u>	<u>5,500</u>
<b>164-513-586 Tax Collector</b>				
59307 Budget Transfer	5,000	5,000	5,000	5,000
164-513-586 Totals	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
<b>401-513-586 Tax Collector</b>				
59307 Budget Transfer	29,596	30,748	31,670	32,620
401-513-586 Totals	<u>29,596</u>	<u>30,748</u>	<u>31,670</u>	<u>32,620</u>
Tax Collector Totals	<u>4,662,143</u>	<u>4,505,472</u>	<u>4,553,837</u>	<u>4,598,536</u>

Court Administration

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-540-601 Court Administration</b>				
51200 Regular Salaries And Wages	118,511	194,233	140,915	139,410
52100 Fica Taxes	8,538	15,000	10,731	10,940
52200 Retirement Contribution	5,622	9,975	9,749	9,940
52300 Life & Health Insurance	27,979	32,327	26,920	27,834
52400 Workers Compensation	308	219	218	223
53400 Other Contractual Services	0	683	9,216	9,216
54000 Travel & Per Diem	0	198	198	198
54100 Communications	0	5,341	4,329	4,329
54200 Postage	0	200	200	200
54400 Rentals And Leases	759	7,252	9,452	9,452
54700 Printing And Binding	0	200	200	200
55100 Office Supplies	0	450	450	450
55200 Operating Supplies	0	12,825	12,825	12,825
55401 Training	0	1,800	1,800	1,800
001-540-601 Totals	<u>161,718</u>	<u>280,703</u>	<u>227,203</u>	<u>227,017</u>
<b>001-540-713 Court Information Systems</b>				
54100 Communications	4,281	0	0	0
54101 Communication - Phone System	8,700	0	9,000	9,000
001-540-713 Totals	<u>12,981</u>	<u>0</u>	<u>9,000</u>	<u>9,000</u>
<b>001-540-719 Court Operating</b>				
53400 Other Contractual Services	20,000	0	0	0
54400 Rentals And Leases	6,107	0	0	0
54700 Printing And Binding	124	0	0	0
55100 Office Supplies	241	0	0	0
55200 Operating Supplies	14,621	0	0	0
001-540-719 Totals	<u>41,094</u>	<u>0</u>	<u>0</u>	<u>0</u>
Court Administration Totals	<u>215,793</u>	<u>280,703</u>	<u>236,203</u>	<u>236,017</u>

State Attorney

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>110-532-602 State Attorney</b>				
51300 Other Salaries & Wages	37,000	37,000	37,000	37,000
53500 Investigations	0	1,500	1,500	1,500
54000 Travel & Per Diem	0	1,900	1,900	1,900
54100 Communications	0	5,000	5,000	5,000
54600 Repairs And Maintenance	0	2,000	2,000	2,000
54900 Other Current Charges & Obligations	0	15,000	15,000	15,000
55200 Operating Supplies	0	36,200	36,200	36,200
110-532-602 Totals	<u>37,000</u>	<u>98,600</u>	<u>98,600</u>	<u>98,600</u>
<b>110-532-713 State Attorney</b>				
54100 Communications	4,179	0	0	0
54101 Communication - Phone System	10,921	8,345	10,055	10,055
110-532-713 Totals	<u>15,100</u>	<u>8,345</u>	<u>10,055</u>	<u>10,055</u>
<b>110-532-719 State Attorney</b>				
53500 Investigations	1,500	0	0	0
54900 Other Current Charges & Obligations	20,098	0	0	0
55200 Operating Supplies	29,746	0	0	0
110-532-719 Totals	<u>51,344</u>	<u>0</u>	<u>0</u>	<u>0</u>
State Attorney Totals	<u>103,444</u>	<u>106,945</u>	<u>108,655</u>	<u>108,655</u>

Leon County Fiscal Year 2014 Adopted Budget

Public Defender

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>110-533-603 Public Defender</b>				
51300 Other Salaries & Wages	37,000	37,000	37,000	37,000
53100 Professional Services	0	10,438	10,438	10,438
53500 Investigations	0	16,150	16,150	16,150
54100 Communications	0	12,240	12,240	12,240
54200 Postage	0	1,291	1,291	1,291
54400 Rentals And Leases	0	11,640	11,640	11,640
54900 Other Current Charges & Obligations	0	7,000	7,000	7,000
55100 Office Supplies	0	210	210	210
55200 Operating Supplies	0	22,556	22,556	22,556
110-533-603 Totals	<u>37,000</u>	<u>118,525</u>	<u>118,525</u>	<u>118,525</u>
<b>110-533-713 Public Defender</b>				
54100 Communications	12,206	0	0	0
54101 Communication - Phone System	12,877	11,925	14,350	14,350
110-533-713 Totals	<u>25,084</u>	<u>11,925</u>	<u>14,350</u>	<u>14,350</u>
<b>110-533-719 Public Defender</b>				
53100 Professional Services	8,761	0	0	0
53500 Investigations	15,970	0	0	0
54200 Postage	1,291	0	0	0
54400 Rentals And Leases	11,823	0	0	0
54900 Other Current Charges & Obligations	7,000	0	0	0
55100 Office Supplies	210	0	0	0
55200 Operating Supplies	24,233	0	0	0
110-533-719 Totals	<u>69,288</u>	<u>0</u>	<u>0</u>	<u>0</u>
Public Defender Totals	<u>131,372</u>	<u>130,450</u>	<u>132,875</u>	<u>132,875</u>

Leon County Fiscal Year 2014 Adopted Budget

Other Court-Related Programs

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>110-555-715 Legal Aid</b>				
58224 Legal Services Of North Fl (801)	127,130	124,297	133,655	134,082
110-555-715 Totals	<u>127,130</u>	<u>124,297</u>	<u>133,655</u>	<u>134,082</u>
<b>114-586-662 Court Administration - Teen Court</b>				
51200 Regular Salaries And Wages	86,764	94,348	95,281	94,263
52100 Fica Taxes	6,403	7,111	7,070	7,211
52200 Retirement Contribution	4,331	4,815	6,423	6,551
52300 Life & Health Insurance	18,743	16,675	38,906	40,451
52400 Workers Compensation	226	112	159	162
53400 Other Contractual Services	1,385	2,300	2,300	2,300
54000 Travel & Per Diem	290	325	325	325
54200 Postage	203	250	250	250
54400 Rentals And Leases	2,019	1,401	1,401	1,401
54700 Printing And Binding	94	400	400	400
54900 Other Current Charges & Obligations	0	750	750	750
55100 Office Supplies	458	700	700	700
55200 Operating Supplies	1,355	2,579	2,579	2,201
55400 Publications, Subscriptions & Membe	100	200	200	200
55401 Training	149	1,785	1,785	1,785
114-586-662 Totals	<u>122,519</u>	<u>133,751</u>	<u>158,529</u>	<u>158,950</u>
<b>117-509-569 Alternative Juvenile Programs</b>				
51200 Regular Salaries And Wages	53,472	54,274	55,682	55,087
51500 Special Pay	0	0	-27,735	-27,517
52100 Fica Taxes	3,964	4,090	4,131	4,214
52200 Retirement Contribution	2,667	2,770	3,753	3,829
52300 Life & Health Insurance	12,011	11,458	11,576	12,031
52400 Workers Compensation	139	65	93	94
54000 Travel & Per Diem	706	600	0	0
55100 Office Supplies	0	295	0	0
55200 Operating Supplies	624	2,684	0	0
55401 Training	0	900	0	0
117-509-569 Totals	<u>73,583</u>	<u>77,136</u>	<u>47,500</u>	<u>47,738</u>
<b>117-546-714 Law Library</b>				
56600 Books, Publications & Libr Material	35,331	52,203	47,500	47,738
117-546-714 Totals	<u>35,331</u>	<u>52,203</u>	<u>47,500</u>	<u>47,738</u>
<b>117-548-662 Judicial Programs/Article V</b>				
51200 Regular Salaries And Wages	143,631	20,250	56,833	55,402
51250 Regular OPS Salaries	1,483	0	0	0
51500 Special Pay	0	0	-27,634	-26,214
52100 Fica Taxes	11,010	1,371	4,217	4,238
52200 Retirement Contribution	6,094	591	3,323	3,333
52300 Life & Health Insurance	29,926	0	5,666	5,884
52400 Workers Compensation	362	22	95	95
53400 Other Contractual Services	23,439	47,328	0	0
54000 Travel & Per Diem	1,993	0	0	0
55200 Operating Supplies	5,306	5,000	5,000	5,000
55401 Training	1,134	0	0	0
117-548-662 Totals	<u>224,378</u>	<u>74,562</u>	<u>47,500</u>	<u>47,738</u>
<b>117-555-715 Legal Aid - Court</b>				
58224 Legal Services Of North Fl (801)	49,370	52,203	47,500	47,738
117-555-715 Totals	<u>49,370</u>	<u>52,203</u>	<u>47,500</u>	<u>47,738</u>
Other Court-Related Programs Totals	<u>632,311</u>	<u>514,152</u>	<u>482,184</u>	<u>483,984</u>

Guardian Ad Litem

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-547-685 Guardian Ad Litem</b>				
53400 Other Contractual Services	0	2,407	4,528	4,528
54100 Communications	0	13,824	13,824	13,824
54200 Postage	0	2,500	2,500	2,500
001-547-685 Totals	<u>0</u>	<u>18,731</u>	<u>20,852</u>	<u>20,852</u>
<b>001-547-713 GAL Information Systems</b>				
54100 Communications	10,575	0	0	0
54101 Communication - Phone System	1,572	1,275	1,495	1,495
001-547-713 Totals	<u>12,147</u>	<u>1,275</u>	<u>1,495</u>	<u>1,495</u>
<b>001-547-719 GAL Operating</b>				
53400 Other Contractual Services	1,270	0	0	0
54200 Postage	1,642	0	0	0
54300 Utility Services	88	0	0	0
54900 Other Current Charges & Obligations	1,753	0	0	0
001-547-719 Totals	<u>4,753</u>	<u>0</u>	<u>0</u>	<u>0</u>
Guardian Ad Litem Totals	<u>16,900</u>	<u>20,006</u>	<u>22,347</u>	<u>22,347</u>

Fire Control

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>145-838-522 Fire Services Payment</b>				
53400 Other Contractual Services	7,927,955	5,879,213	6,622,423	6,690,403
145-838-522 Totals	<u>7,927,955</u>	<u>5,879,213</u>	<u>6,622,423</u>	<u>6,690,403</u>
<b>145-843-522 Volunteer Fire Department</b>				
54200 Postage	1,274	0	0	0
54800 Promotional Activities	190,939	482,479	482,479	482,479
145-843-522 Totals	<u>192,213</u>	<u>482,479</u>	<u>482,479</u>	<u>482,479</u>
Fire Control Totals	<u>8,120,168</u>	<u>6,361,692</u>	<u>7,104,902</u>	<u>7,172,882</u>

Other Non-Operating

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-278-551 Summer Youth Employment</b>				
51300 Other Salaries & Wages	56,259	64,542	64,542	64,542
52100 Fica Taxes	4,295	4,938	4,938	4,938
52400 Workers Compensation	146	310	310	310
53100 Professional Services	2,240	2,655	2,655	2,655
54200 Postage	673	100	100	100
54700 Printing And Binding	0	500	500	500
55200 Operating Supplies	694	1,220	1,220	1,220
001-278-551 Totals	<u>64,308</u>	<u>74,265</u>	<u>74,265</u>	<u>74,265</u>
<b>001-379-572 Youth Sports Teams</b>				
58320 Sponsorships & Contributions	500	4,750	4,750	4,750
001-379-572 Totals	<u>500</u>	<u>4,750</u>	<u>4,750</u>	<u>4,750</u>
<b>001-402-515 Capital Regional Transportation Planning Agency</b>				
51200 Regular Salaries And Wages	172,732	162,668	171,925	170,089
52100 Fica Taxes	12,927	12,535	13,032	13,288
52200 Retirement Contribution	8,036	8,488	11,840	12,071
52300 Life & Health Insurance	15,727	18,756	18,938	19,533
52400 Workers Compensation	449	199	293	298
54900 Other Current Charges & Obligations	0	15,000	15,000	15,000
001-402-515 Totals	<u>209,871</u>	<u>217,646</u>	<u>231,028</u>	<u>230,279</u>
<b>001-820-519 Non-Operating General Fund</b>				
52500 Unemployment Compensation	20,553	50,000	50,000	50,000
53100 Professional Services	156,259	203,000	153,000	153,000
53102 Mental Health & Alcohol	5,112	15,000	15,000	15,000
53160 Bank Service Charges	77,000	100,493	104,538	107,673
53200 Accounting And Auditing	205,274	220,000	227,000	227,000
54000 Travel & Per Diem	1,000	5,000	5,000	5,000
54400 Rentals And Leases	28,129	18,600	10,277	10,277
54700 Printing And Binding	0	7,000	0	0
54900 Other Current Charges & Obligations	107,263	76,591	148,307	107,787
54908 Other Current Charges & Obligations	15,147	30,000	30,000	30,000
55200 Operating Supplies	8,482	0	0	0
55400 Publications, Subscriptions & Membe	40,213	42,494	43,234	43,988
58200 Aids To Private Organizations	13,517	4,000	4,000	4,000
001-820-519 Totals	<u>677,949</u>	<u>772,178</u>	<u>790,356</u>	<u>753,725</u>
<b>001-831-513 Tax Deed Applications</b>				
54900 Other Current Charges & Obligations	59,949	62,500	62,500	62,500
001-831-513 Totals	<u>59,949</u>	<u>62,500</u>	<u>62,500</u>	<u>62,500</u>
<b>001-972-559 CRA-Payment</b>				
54900 Other Current Charges & Obligations	1,571,316	1,384,507	1,328,511	1,341,796
001-972-559 Totals	<u>1,571,316</u>	<u>1,384,507</u>	<u>1,328,511</u>	<u>1,341,796</u>
<b>106-978-541 Public Works Admin Chargebacks</b>				
54980 Reimb Of Admin Costs	-520,826	-675,000	-600,000	-600,000
106-978-541 Totals	<u>-520,826</u>	<u>-675,000</u>	<u>-600,000</u>	<u>-600,000</u>
<b>110-508-569 Diversionsary Programs</b>				
53400 Other Contractual Services	100,000	100,000	90,000	100,000
110-508-569 Totals	<u>100,000</u>	<u>100,000</u>	<u>90,000</u>	<u>100,000</u>

Other Non-Operating

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>110-620-689 Juvenile Detention Payment - State</b>				
58100 Aids To Government Agencies	778,586	1,250,000	1,286,000	1,312,000
110-620-689 Totals	<u>778,586</u>	<u>1,250,000</u>	<u>1,286,000</u>	<u>1,312,000</u>
<b>116-800-562 Drug Abuse</b>				
53400 Other Contractual Services	74,386	47,770	48,450	48,925
116-800-562 Totals	<u>74,386</u>	<u>47,770</u>	<u>48,450</u>	<u>48,925</u>
<b>125-991-595 Grant Match Funds</b>				
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>
<b>131-529-519 800 Mhz System Maintenance</b>				
53400 Other Contractual Services	578,972	592,250	610,020	628,320
54900 Other Current Charges & Obligations	410,411	465,000	474,300	483,700
131-529-519 Totals	<u>989,382</u>	<u>1,057,250</u>	<u>1,084,320</u>	<u>1,112,020</u>
<b>140-838-572 Payment to City- Parks &amp; Recreation</b>				
53400 Other Contractual Services	1,034,871	1,122,249	1,169,944	1,219,666
140-838-572 Totals	<u>1,034,871</u>	<u>1,122,249</u>	<u>1,169,944</u>	<u>1,219,666</u>
<b>164-838-535 Sewer Services Killearn Lakes Units I and II</b>				
58100 Aids To Government Agencies	228,535	232,500	232,500	232,500
164-838-535 Totals	<u>228,535</u>	<u>232,500</u>	<u>232,500</u>	<u>232,500</u>
Other Non-Operating Totals	<u>5,268,827</u>	<u>5,740,615</u>	<u>5,902,624</u>	<u>5,982,427</u>

Risk Financing & Workers Comp

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>501-821-596 Workers' Comp Risk Management</b>				
54502 A D & D Law Enforcement	23,263	19,600	19,600	19,600
54503 Public Official Liability	307,191	290,900	290,900	290,900
54504 Bonds	101	6,000	6,000	6,000
54505 Vehicle Coverage	159,154	169,800	0	0
54506 Property Insurance	534,702	587,900	786,575	786,575
54507 Aviation Insurance	18,400	25,700	25,700	25,700
54508 VFD - G/L Property, Equipment	26,638	28,300	28,300	28,300
54509 Excess Deposit Premium	123,693	115,200	115,200	115,200
54510 Service Fee	55,875	58,700	58,700	58,700
54513 State Assessment	23,667	26,300	26,300	26,300
54514 Workers Comp Claims	591,771	1,000,000	1,000,000	1,000,000
54515 At Fault Vehicle Repair Claims	37,774	185,000	185,000	185,000
54516 General Liability Claims	135,455	175,000	175,000	175,000
54600 Repairs And Maintenance	-7,674	75,000	75,000	75,000
501-821-596 Totals	<u>2,030,010</u>	<u>2,763,400</u>	<u>2,792,275</u>	<u>2,792,275</u>
Risk Financing & Workers Comp Totals	<u><u>2,030,010</u></u>	<u><u>2,763,400</u></u>	<u><u>2,792,275</u></u>	<u><u>2,792,275</u></u>

Communications

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>001-470-519 MIS Automation - General Fund</b>				
54110 Com-net Communications	210,068	131,701	138,120	138,120
001-470-519 Totals	<u>210,068</u>	<u>131,701</u>	<u>138,120</u>	<u>138,120</u>
<b>106-470-541 MIS Automation - Transportation Trust</b>				
54110 Com-net Communications	10,751	8,730	11,350	11,350
106-470-541 Totals	<u>10,751</u>	<u>8,730</u>	<u>11,350</u>	<u>11,350</u>
<b>110-470-602 MIS Automation - State Attorney</b>				
54110 Com-net Communications	12,456	11,660	11,920	11,920
110-470-602 Totals	<u>12,456</u>	<u>11,660</u>	<u>11,920</u>	<u>11,920</u>
<b>110-470-603 MIS Automation - Public Defender</b>				
54110 Com-net Communications	12,102	12,830	16,320	16,320
110-470-603 Totals	<u>12,102</u>	<u>12,830</u>	<u>16,320</u>	<u>16,320</u>
<b>111-470-523 MIS Automation - Probation Services</b>				
54110 Com-net Communications	3,919	3,590	3,330	3,330
111-470-523 Totals	<u>3,919</u>	<u>3,590</u>	<u>3,330</u>	<u>3,330</u>
<b>120-470-524 MIS Automation - Building Inspection</b>				
54110 Com-net Communications	1,855	1,780	720	720
120-470-524 Totals	<u>1,855</u>	<u>1,780</u>	<u>720</u>	<u>720</u>
<b>121-470-537 MIS Automation - Growth Management</b>				
54110 Com-net Communications	6,078	6,530	6,530	6,530
121-470-537 Totals	<u>6,078</u>	<u>6,530</u>	<u>6,530</u>	<u>6,530</u>
<b>122-470-562 MIS Automation - Mosquito Control</b>				
54110 Com-net Communications	441	0	0	0
122-470-562 Totals	<u>441</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>123-470-538 MIS Automation - Stormwater</b>				
54110 Com-net Communications	568	500	500	500
123-470-538 Totals	<u>568</u>	<u>500</u>	<u>500</u>	<u>500</u>
<b>135-470-526 MIS Automation - EMS Fund</b>				
54110 Com-net Communications	7,085	6,910	3,650	3,650
135-470-526 Totals	<u>7,085</u>	<u>6,910</u>	<u>3,650</u>	<u>3,650</u>
<b>140-470-562 MIS Automation - Animal Control</b>				
54110 Com-net Communications	1,541	1,240	660	660
140-470-562 Totals	<u>1,541</u>	<u>1,240</u>	<u>660</u>	<u>660</u>
<b>140-470-572 MIS Automation - Parks and Recreation</b>				
54110 Com-net Communications	1,311	1,240	540	540
140-470-572 Totals	<u>1,311</u>	<u>1,240</u>	<u>540</u>	<u>540</u>
<b>160-470-552 MIS Automation - Tourism Development</b>				
54110 Com-net Communications	9,172	8,640	8,560	8,560
160-470-552 Totals	<u>9,172</u>	<u>8,640</u>	<u>8,560</u>	<u>8,560</u>

Communications

Organizational Code / Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Adopted	FY 2015 Projected
<b>401-470-534 MIS Automation - Solid Waste Fund</b>				
54110 Com-net Communications	17,020	14,470	13,480	13,480
401-470-534 Totals	<u>17,020</u>	<u>14,470</u>	<u>13,480</u>	<u>13,480</u>
<b>502-900-590 Communications Trust</b>				
54100 Communications	118,728	0	0	0
54101 Communication - Phone System	148,449	151,125	165,740	165,740
54110 Com-net Communications	164,377	330,570	336,950	336,950
502-900-590 Totals	<u>431,554</u>	<u>481,695</u>	<u>502,690</u>	<u>502,690</u>
<b>502-900-713 Communications Trust</b>				
54110 Com-net Communications	38,387	0	0	0
502-900-713 Totals	<u>38,387</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>505-470-519 MIS Automation - Motor Pool Fund</b>				
54110 Com-net Communications	531	500	420	420
505-470-519 Totals	<u>531</u>	<u>500</u>	<u>420</u>	<u>420</u>
Communications Totals	<u>764,839</u>	<u>692,016</u>	<u>718,790</u>	<u>718,790</u>

# Leon County Fiscal Year 2014 Adopted Budget

## Total Expenditures by Account

Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Budget
51100 Executive Salaries	798,148	785,942	844,165
51200 Regular Salaries And Wages	64,576,037	66,930,056	65,893,617
51250 Regular OPS Salaries	825,536	327,993	508,763
51300 Other Salaries & Wages	299,117	138,542	138,542
51400 Overtime	3,282,001	3,071,107	3,134,755
51500 Special Pay	230,859	227,700	175,251
52100 Fica Taxes	4,999,121	5,355,640	5,323,725
52200 Retirement Contribution	6,061,128	6,630,814	9,037,770
52205 Other Retirement	29,326	31,646	16,186
52210 Deferred Compensation Match	120,227	137,263	139,271
52300 Life & Health Insurance	13,240,917	14,292,176	13,592,570
52305 Disability Insurance	0	6,877	6,877
52400 Workers Compensation	1,297,603	1,166,548	1,167,502
52500 Unemployment Compensation	22,478	80,000	80,000
52600 Class C Travel	479	0	0
52700 Cip Chargebacks	0	-978,071	-317,793
53100 Professional Services	1,411,907	1,989,582	2,020,682
53101 Baker Act Payments	638,156	374,896	386,143
53102 Mental Health & Alcohol	5,112	304,679	307,237
53143 Other Administrative /	0	0	24,000
53144 Professional Services /	206,219	308,666	308,666
53160 Bank Service Charges	77,000	100,493	104,538
53200 Accounting And Auditing	205,274	220,000	227,000
53300 Court Reporter Services	483	4,440	2,440
53400 Other Contractual Services Total	30,891,771	30,372,353	33,557,913
53500 Investigations	159,437	149,400	149,400
54000 Travel & Per Diem	296,603	427,110	381,448
54041 Travel and Per Diem	305	8,500	41,500
54042 Travel / Private Vehicle	465	3,000	3,000
54100 Communications	721,881	781,773	770,604
54101 Communication - Phone	279,623	375,659	352,978
54110 Com-net Communications	743,319	860,891	943,050
54200 Postage	225,380	321,226	444,897
54300 Utility Services	3,510,602	4,498,920	4,272,543
54400 Rentals And Leases Total	450,900	700,284	685,370
54500 Insurance	215,418	523,642	522,205
54502 A D & D Law Enforcement	23,263	19,600	19,600
54503 Public Official Liability	307,191	290,900	290,900
54504 Bonds	101	6,000	6,000
54505 Vehicle Coverage	311,555	618,318	247,693
54506 Property Insurance	1,095,121	1,462,167	1,527,529
54507 Aviation Insurance	18,400	25,700	25,700
54508 VFD - G/L Property,	26,638	28,300	28,300
54509 Excess Deposit Premium	123,693	115,200	115,200
54510 Service Fee	55,875	58,700	58,700
54513 State Assessment	23,667	26,300	26,300
54514 Workers Comp Claims	591,771	1,000,000	1,000,000

# Leon County Fiscal Year 2014 Adopted Budget

## Total Expenditures by Account

Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Budget
54515 At Fault Vehicle Repair Claims	37,774	185,000	185,000
54516 General Liability Claims	135,455	175,000	175,000
54541 Insurance / Auto	194,848	204,466	195,676
54542 Insurance / Professional	400,630	482,127	428,962
54544 Insurance Prisoner/Medical	57,812	68,985	63,630
54545 Insurance / Aircraft	0	67,300	67,778
54600 Repairs And Maintenance Total	5,620,516	7,223,026	7,168,398
54700 Printing And Binding	140,462	410,641	448,049
54711 Printing & Binding / School	1,375	0	0
54712 Printing & Binding / Elections	67,521	0	0
54713 Printing & Binding / PW	69,267	0	0
54714 Printing & Binding / Precinct	3,808	0	0
54715 Printing & Binding / Voter	254,902	0	0
54700 Printing And Binding Total	537,336	410,641	448,049
54800 Promotional Activities	455,808	636,370	698,468
54801 Recruitment	44,551	52,925	52,925
54810 Voter Education Promotion	1,372	0	0
54860 TDC Direct Sales Promotions	41,625	57,722	61,045
54861 TDC Community Relations	3,441	9,300	10,300
54862 TDC Merchandise	0	5,000	5,000
54900 Other Current Charges &	4,684,741	4,978,216	4,538,439
54902 Other Current Charges &	0	0	0
54908 Other Current Charges &	15,147	31,200	31,200
54909 Employee Incentives	14,124	23,900	23,900
54913 Clerk Circuit Court Fees	408,793	439,981	414,527
54917 Employee Assistance	2,820	3,000	3,000
54918 Staff Development & Training	4,623	32,983	29,983
54942 Other Current Charges / Auto	25,261	117,075	112,375
54948 Other Current Charges / Other	0	2,430	114,870
54949 Uniform Cleaning	86,410	96,660	96,660
54950 Tuition Assistance	48,601	58,725	58,725
54961 Administrative Hearing	2,228	0	0
54962 Canvassing Board	74	0	0
54963 Election Notices	20,800	0	0
54964 Voter Registration Notices	7,207	0	0
54965 Other Current Charges	2,887	0	0
54980 Reimb Of Admin Costs	-520,826	-675,000	-600,000
54990 Indirect Costs	0	0	0
55100 Office Supplies Total	239,382	300,315	322,684
55200 Operating Supplies Total	5,146,650	5,242,295	5,101,715
55210 Fuel & Oil	2,468,128	2,898,635	2,795,622
55240 Data Processing Supplies	46,464	64,000	64,000
55300 Road Materials And Supplies	566,976	661,495	647,660
55400 Publications, Subscriptions &	247,351	252,060	297,626
55401 Training	212,354	351,679	329,712
56100 Land	274,787	388,000	388,000
56200 Building	10,262,905	1,492,000	1,414,000

# Leon County Fiscal Year 2014 Adopted Budget

## Total Expenditures by Account

Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Budget
56201 Building Improvements	518,565	220,000	215,000
56208 Building Facilities	1,931,552	0	0
56209 Library	735,590	0	0
56291 Building - Materials and	14,274	0	0
56293 Building - Architectural and	0	0	30,000
56300 Improvements Other Than	19,700,236	8,994,200	8,411,200
56308 Improvements Other than	16,541	0	0
56392 Improvements: Contractual	22,516	0	0
56393 Improvements: Architectural	23,510	0	50,000
56394 Improvements: Construction	15,318	0	0
56300 Improvements Other Than Total	19,778,121	8,994,200	8,461,200
56400 Machinery And Equipment	6,258,434	4,695,173	4,994,619
56410 Machinery & Equipment <\$750	35,159	341,000	512,000
56415 Machinery and Equipment -	14,862	0	0
56441 Machinery and Equipment /	755,784	591,100	592,600
56442 Machinery and Equipment -	1,982	17,940	219,000
56443 Machinery and Equipment /	24,099	33,000	0
56444 Machinery and Equipment /	0	53,600	262,000
56445 Machinery and Equipment /	0	18,600	9,070
56448 Machinery and Equipment /	76,537	0	0
56480 Machinery and Equipment -	76,537	94,800	122,200
56400 Machinery And Equipment Total	7,243,393	5,845,213	6,711,489
56490 Capitalized Systems Costs	0	367,280	313,280
56600 Books, Publications & Libr	784,493	657,208	679,505
56610 Electronic Subscriptions	27,000	27,000	0
57100 Principal	6,018,960	6,167,526	6,654,252
57200 Interest	3,237,861	3,197,281	2,379,055
57300 Other Debt Service Costs	3,200	2,800	2,000
58100 Aids To Government Agencies	3,240,450	3,292,090	3,327,702
58160 TDC Local T&E	757	2,500	1,500
58200 Aids To Private Organizations	71,517	4,000	183,000
58214 Cultural Resource Grant Prog	504,500	354,500	504,500
58215 Local Arts Agency Program	150,000	150,000	150,000
58220 Celebrate America	2,500	2,500	2,500
58221 Dr Martin Luther King	4,500	4,500	4,500
58222 Economic Development	199,500	199,500	199,500
58224 Legal Services Of North Fl	176,500	176,500	181,155
58226 St Francis Wildlife Assn (851)	71,250	71,250	71,250
58229 Tall Trust For Historic	63,175	63,175	63,175
58230 Disc Village/JAC	185,759	185,759	185,759
58231 Keep Tall Leon County	21,375	21,375	21,375
58240 Capital City Classic	5,000	5,000	5,000
58241 Friends of the LeRoy Collins	3,000	3,000	3,000
58242 NAACP Freedom Fund	1,000	1,000	1,000
58243 After School Jazz Jams	0	2,000	2,000
58244 Soul Santa	4,000	4,000	4,000
58246 United Partners for Human	23,750	23,750	23,750

# Leon County Fiscal Year 2014 Adopted Budget

## Total Expenditures by Account

Account	FY 2012 Actual	FY 2013 Adopted	FY 2014 Budget
58247 Whole Child Leon	38,000	38,000	38,000
58248 Commission on the Status of	0	10,000	20,000
58249 Trauma Center	200,000	200,000	200,000
58256 Veterans Day Parade	2,500	2,500	2,500
58257 Palmer Munroe Teen Center	150,000	150,000	150,000
58258 Operation Thank You!	0	0	15,000
58259 New Years Eve Celebration	0	0	10,000
58260 Culture and Recreation	0	0	234,500
58261 Honor Flight	0	0	15,000
58300 Other Grants & Aids	326,183	245,855	407,470
58313 Housing Related Activities	0	8,065	8,065
58320 Sponsorships &	30,692	31,353	20,998
58340 Tubercular	0	2,000	2,000
58341 Indigent Burial	19,900	20,000	30,000
58342 Child Protection Exams	45,500	59,000	59,000
58343 Medicaid	2,355,185	3,514,890	2,558,220
58344 Human Service Grants	840,568	825,000	865,000
58345 Emergency Assistance	16,065	40,000	40,000
58346 Medical Examiner	532,396	543,008	584,037
58349 Military Personnel Grant	21,168	100,000	100,000
58350 Medicaid Substance Abuse	0	0	0
584006 Mindo OverMoney	225	0	0
584007 Advantage Title Group, LLC	1,426	0	0
585000 Housing Grants & Aids	415,071	0	0
586002 Catastrophe Reserves	0	0	0
587000 Rental Housing	395,603	0	0
588303 SHIP - FHOP	0	0	0
59000 Sheriff Contingency -	0	200,000	200,000
59010 Sheriff - Less SRO Contract	0	-1,149,460	-1,171,840
59020 Sheriff - Less Salary Lapse	0	-450,534	-568,745
59100 Transfer	1,255,098	0	0
59302 Budget Transfer	1,456,481	1,403,766	1,480,021
59304 Budget Transfer	125,322	121,155	121,155
59306 Budget Transfer	4,278,912	4,326,795	4,484,136
59307 Budget Transfer	4,662,143	4,505,472	4,553,837
59308 SOE - Budget Transfer	438,796	0	0
59900 Budgeted Contingency	0	826,870	640,402
59902 Reserve For Future Projects	0	3,859,864	2,503,148
59918 Reserve For Fund Balance	0	3,043,555	46,447
59930 Reserve For Article V	0	50,000	50,000
<b>Total</b>	<b>232,827,938</b>	<b>223,090,504</b>	<b>222,416,464</b>