TENTATIVE ANNUAL BUDGET & CAPITAL IMPROVEMENT PROGRAM

FY 2021/2022



















LEON COUNTY, FLORIDA

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

FISCAL YEAR 2021/2022

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

LEON COUNTY BOARD OF COUNTY COMMISSIONERS



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

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

www.leoncountyfl.gov

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Rick Minor, Chairman, District 3



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

Bill Proctor, Vice-Chairman, District 1



Commissioner Proctor represents the citizens of Leon County District 1 which includes the central city and southside areas. Commissioner Proctor served as Chairman of the Board in 2006 and 2015. His priorities as the District 1 Commissioner are affordable housing, quality healthcare, education, and economic development. Commissioner Proctor attended FAMU High School from 1st through 12th grade. After earning an undergraduate degree from Howard University School of Communications he furthered his studies and obtained his Juris Doctorate from Howard University School of Law where he also served on the University's Board of Trustees as the graduate student member. Commissioner Proctor furthered his studies at Boston University School of Theology, ITC in Atlanta and Wesley Seminary in Washington, D.C.. Commissioner Proctor has engaged in many diverse activities providing leadership, creativity, and vision for our community. The breadth of his service includes church, community, higher education, federal, state and local government. He has served on several community advisory boards and has received numerous awards and recognitions for public service. Commissioner Proctor is a much sought-after speaker, commentator, and writer of political commentaries. He is an Associate Minister at Bethel A.M.E. Church in Tallahassee, Florida where he entered the ministry in 1985. He served as a pastor in the A.M.E. Church for nine years. Currently, he is a Political Science instructor at Florida A&M University. He also serves as the advisor to the College Democrats student organization and mentors' numerous students. He is currently serving as interim Pastor of Salem A.M.E Church, Greensboro, Florida. Commissioner Proctor's professional political career began as a Staff Assistant to United States Senator Bob Graham of Florida. He went on to serve as a Special Assistant to Governor Lawton Chiles before winning a special election to the Leon County Commission. Commissioner Proctor serves District 1 constituents with a "Clear Voice" addressing the needs of the community. Commissioner Proctor has achieved several accomplishments worthy of noting; Widening of Crawfordville Road (US Hwy 319 South) and the widening of Orange Avenue, Assisted with the building of the B.L. Perry Branch Public Library and the southside Richardson-Lewis Health Center, Chaired the 50th Anniversary of the Tallahassee Bus Boycott in 2006, Led the charge to keep the Bond Elementary School in the community at its current site, Chaired the Social and Political Action Committee of the Florida Conference of the A.M.E. Church for several years, Represented the county as the chief negotiator of the Fallschase Development Settlement Agreement. Over one billion dollars has been invested in District 1 under Commissioner Proctor's tenure. The Commissioner has continued with each passing year to chronicle seasons of success within District 1.

Jimbo Jackson, District 2



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

Brian Welch, District 4



Brian Welch was elected to the Leon County Commission in November of 2020 to represent the residents of Northeast Leon County in District 4. Brian's priorities are to protect the quality of life and property values of our NE neighborhoods. To provide adequate recreational and transportation infrastructure to the growing NE community, while also protecting our environment and keeping our communities safe. Brian is a member of Leadership Tallahassee, Class 36 as well as serving on the board of the Foundation for Leon County Schools and the Centerville Conservation Community homeowners association from 2017-2020. Brian has lived in NE Tallahassee since 1997 and has been a Social Studies teacher at Chiles High School since 2007. A diehard Timberwolf, Brian has served in many roles during his tenure at Chiles, including as the "Voice of the Timberwolves" football team, Key Club sponsor, Youth Leadership Tallahassee coordinator, Business Advisory Council coordinator and Vice President and Founding member of the Chiles High School Foundation. At Chiles, Brian has had the opportunity to lead many community service endeavors, including the March of Dimes men-in-labor program, the annual Wolf Dash 5k and numerous canned food drives benefitting Second Harvest. Brian has had the pleasure of travelling the world with his students, leading six international educational tours, including trips to France, Italy, England, Ireland, Scotland, Wales, Australia and New Zealand, among others. Brian received an Associate's degree from Tallahassee Community College in 1999. He received a Bachelor's degree in Political Science from the Florida State University in 2001, followed by a Master's degree in the renowned Applied American Politics and Policy (MAPP) program at FSU in 2003. Brian subsequently received an additional Master's degree in Educational Leadership from the University of West Florida in 2016. Brian is supported by his wonderful wife Kim, who he met while working at the Killearn Country Club in 1998. Brian and Kim were married on the old North course tee box in 2003. They have three beautiful children, Chloe, Cameron and Carter, who all attend the amazing public schools in the NE.

Kristin Dozier, District 5



Commissioner Dozier is serving her third term as a Leon County Commissioner. She was first elected to the Commission in 2010 and re-elected without opposition in 2014 and 2018. In 2013, she was selected by her fellow Commissioners to serve as Chairman of the Board of County Commissioners for 2013-14. Prior to her election, Kristin spent eleven years at Mad Dog Construction holding numerous positions including Green Building Advisor and Vice President. Kristin holds an Associate's degree from Tallahassee Community College, a Bachelor's degree in Religion and a Master's degree in Religious Ethics and Philosophy, both from Florida State University (FSU). She completed coursework in a Ph.D. program focused on Comparative Religious Ethics, Catholic Moral Theology, and Human Rights Ethics. For three and a half years, she also taught an undergraduate course in Religious Ethics at FSU.

Carolyn D. Cummings Esq., At-Large

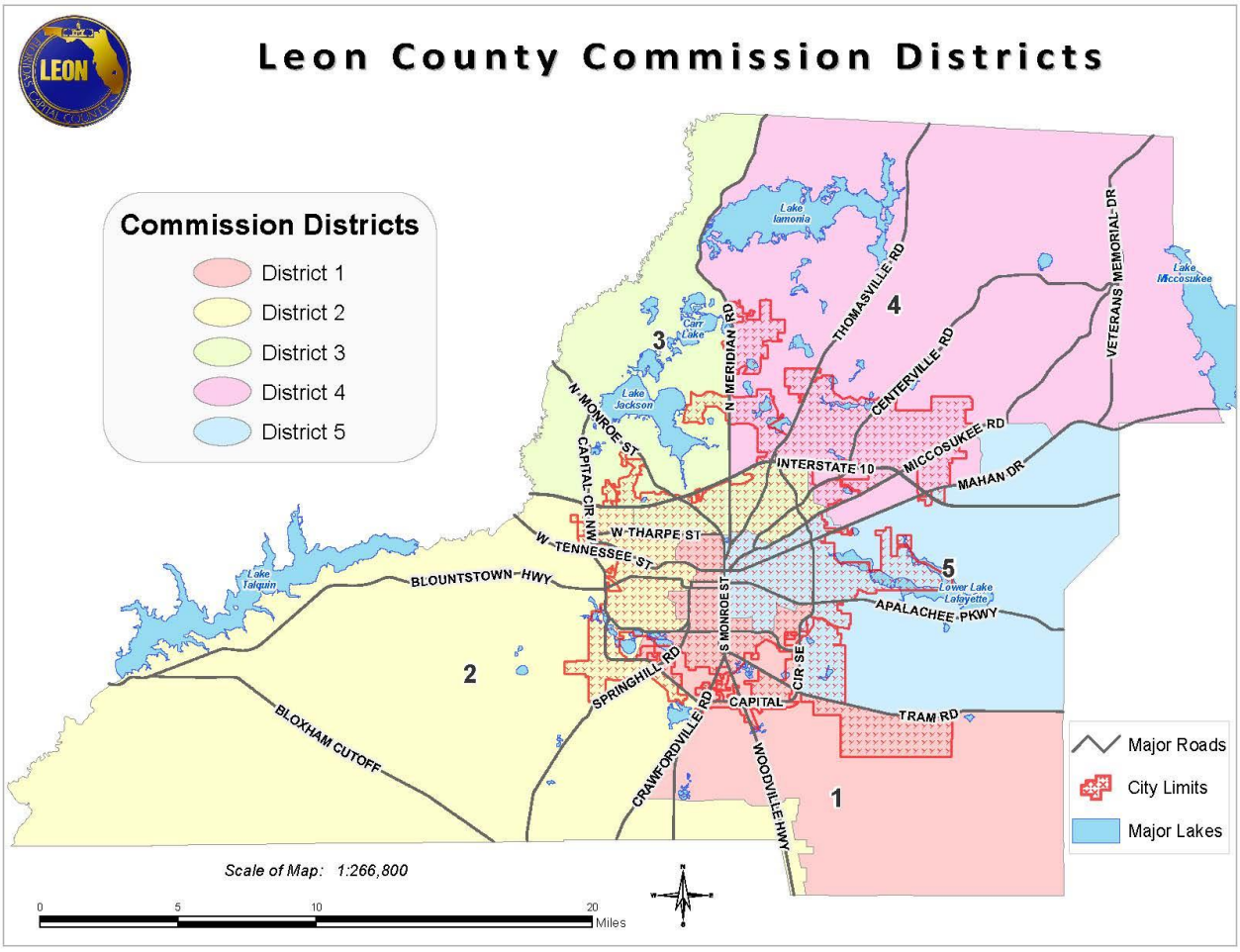


Commissioner Carolyn D. Cummings has served the citizens of Leon County since 2020. Carolyn was elected to the Board of County Commissioners on November 3, 2020. A native of Mississippi, she received her undergraduate degree from Alcorn State University, performed graduate studies at the University of Southern Mississippi and Laney College and she received her Juris Doctorate from the University of Florida Law School. A Leon County resident for over thirty years, she has been a practicing attorney in the public and private sectors, including the State of Florida Department of Labor and Employment Security as Assistant General Counsel, Legal Advisor to the State Retirement Commission, and Senior Attorney at the Florida Department of Administration. She was a partner in the law firm of Cummings & Hobbs, P.A. for over thirteen years and is now the owner of Carolyn Cummings, P.A. where she practices primarily in the areas of family law and probate. As an undergraduate, she became committed to public service through her membership in Delta Epsilon Chapter of Delta Sigma Theta Sorority, Inc. She has been and is currently actively involved in many community organizations that are designed to enhance the quality of life for all citizens, including the National Association of University Women, where she currently serves as president, the Senior Citizens Center Advisory Foundation and the Lincoln Center Foundation. She provides free legal services to Senior Citizens through her affiliation with both organizations and she has provided pro bono services to indigent clients through the local Legal Aid Foundation. Carolyn is a member of several professional organizations including, the Tallahassee Barristers Bar Association of which she is a Past President and Past Vice-President, Tallahassee Bar Association, Tallahassee Women Lawyers Association, and the Florida Bar Association. She has served as Past President and current Board Member of Legal Services of North Florida, Inc. for over (25) twenty-five years and through the Thunderdome Project she has mentored young lawyers in the family law area. She has been recognized by the Florida Supreme Court for her level of free legal services provided to senior and low-income citizens. Carolyn is a Life Member of the National Association for the Advancement of Colored People (NAACP) and a member of the Tallahassee Branch of the NAACP. She is a member of the Tallahassee Chapter of Jack and Jill of America, Inc., a Board Member of the Bethel Empowerment Foundation, and the current President of the Tallahassee Area Coalition Center of Excellence Advisory Board. She is also a Golden Life Member of Delta Sigma Theta Sorority, Inc. and a local member of the Tallahassee Alumnae Chapter. Carolyn has been a member of Bethel Missionary Baptist Church, Tallahassee, Florida for over thirty-five year where she serves as the Church Attorney, Sunday school teacher and choir member. She is the proud Mother of one son, Dr. Terrell Cummings, a 2004 graduate from the Rickards High School International Baccalaureate Program, a 2009 graduate of the University of Florida in Biochemistry and a 2013 Harvard Medical School graduate. He is presently a practicing anesthesiologist in Arlington, Texas.

Nick Maddox, At-Large



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



LEON COUNTY, FLORIDA

Leon County is approximately 702 square miles. It has a population of approximately 299,484 people, with 100,857 living in the unincorporated area of the County and 198,627 living within the city limits.

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

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

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

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

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



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

Leon County
Florida

For the Fiscal Year Beginning

October 01, 2020

Christopher P. Morrill

Executive Director

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, 2020.**

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

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

On behalf of the County Administrator as adopted by the Board, the Office of Management & Budget provided the County's Operating Budget, Capital Improvement Program, and the Budget in Brief on the Internet for better accessibility to the public and received the Government Finance Officers Association award for the 31st consecutive year.

PREPARED BY:

Leon County
Board of County Commissioners

Vincent S. Long
County Administrator

Alan Rosenzweig
Deputy County Administrator

Wanda Hunter
Assistant County Administrator

Kenneth Morris
Assistant County Administrator

Office of Management & Budget

W. Scott Ross
Director, Office of Financial Stewardship

Roshaunda Bradley
Budget Manager

Eryn Calabro
Senior Management & Budget Analyst

Jelani Marks
Senior Management & Budget Analyst

Michelle Tipton
Management & Budget Analyst

Tiffany Fisher
Management & Budget Analyst

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

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

Leon County Government Organization Chart

People Focused. Performance Driven.

VOTER ELECTED

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

Citizens of Leon County



Board of County Commissioners



Chasity H. O'Steen

County Attorney



Vincent S. Long

County Administrator



Wanda Hunter

Assistant County Administrator
Citizen Services



Mathieu Cavell

Assistant to the County Administrator
Community Relations and Resilience



Alan Rosenzweig

Deputy County Administrator



Andrew Johnson

Assistant to the County Administrator
Legislative and Strategic Initiatives



Candice Wilson
Director

Human Resources



Ken Morris

Assistant County Administrator
Community Development



Debra Sears
Director

Library Services

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



Teresa Broxton
Director

Office of Intervention and Detention Alternatives

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



Shington Lamy
Director

Office of Human Services and Community Partnerships

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



Chad Abrams
Chief

Office of Public Safety

- Emergency Medical Services
- Consolidated Dispatch Agency
- Animal Control



Kevin Peters
Director

Emergency Management

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



Royle King
Manager

Volunteer Services

- Volunteer Management
- Big Bend COAD
- Internships
- Library Volunteer Program



Michelle Taylor
Director

Office of Information and Technology

- Management Information Services
- Geographical Information Systems



Scott Ross
Director

Office of Financial Stewardship

- OMB
- Risk Management
- Purchasing
- Real Estate Management



Maggie Theriot
Director

Office of Resource Stewardship

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



Barry Wilcox
Director

Development Support and Environmental Mgmt.

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



Ben Pingree
Director

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

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



Brent Pell
Director

Public Works

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



Kerri Post
Director

Tourism

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

Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5300 www.leoncountyfl.gov

Commissioners

RICK MINOR
District 3
Chairman

BILL PROCTOR
District 1
Vice Chairman

JIMBO JACKSON
District 2

BRIAN WELCH
District 4

KRISTIN DOZIER
District 5

CAROLYN D. CUMMINGS
At-Large

NICK MADDOX
At-Large

VINCENT S. LONG
County Administrator

CHASITY H. O'STEEN
County Attorney

September 3, 2021

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

Honorable Members of the Board of County Commissioners:

I am pleased to formally present the Board with the FY 2021/2022 Tentative Budget. The Tentative Budget of $294,199,442 represents a 4.86% increase from last fiscal year. The development of the FY 2021/2022 annual budget reflects the Board of County Commissioners' consistent fiscally conservative approach to budgeting, holding the property tax millage rate constant for the tenth consecutive year, and the County's continuous commitment to maximizing efficiency, driving performance, and delivering results for our community – all core practices of Leon County Government. These practices prepared the County for the development of the FY 2021/2022 budget in an economic environment severely impacted by COVID 19.

The development of the FY 2022 Tentative Budget reflects a constrained fiscal approach as many forecasters do not expect economic activity to return to pre-pandemic levels until 2023. However, unlike the long and slow economic recovery, which took close to a decade after the Great Recession, the economy has rebounded much more quickly from the impacts of COVID. This in large part is due to fiscal support by the Federal Government. During this crisis the Federal Government has acted unlike any other time since the Great Depression to provide economic relief to the individuals and business affected by the pandemic. The first Federal relief package providing funding to local governments came though the $2.2 trillion "Coronavirus Aid, Relief and Economic Security (CARES) act.

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

The Leon CARES plan provided funding for essential public health and safety expenditures related to COVID-19, direct assistance to individuals experiencing financial hardship, a broad range of critical human service needs, and critical economic relief to the local business community. Additionally, the plan reimbursed direct COVID-19 related costs incurred by the County, Constitutional and Judicial Offices, and the City of Tallahassee.

During 2021, additional federal legislation was passed that created the Emergency Rental Assistance Program (ERAP). This program provides funding to assist individuals by paying for their past and future rents and utilities if they have been impacted by job loss due to COVID. Leon Count received $19.72 million in ERAP funding, and to date has issued $10.67 million for assistance to more than 2,298 Leon County renters.

Most recently, the Federal Government passed the American Recovery Plan Act (ARPA) as the next economic support tool to assist state and local governments. The US Treasury provided $57 million to Leon County to remedy the increasing costs to provide critical local government services and address the decline in revenues caused by COVID. Specifically, this program is the first funding provided by the Federal Government that allows local governments to use Federal funding to replace revenues lost because of the pandemic.

For FY 2021/2022, the ARPA funding allows Leon County to mitigate revenue losses and buttress the capital infrastructure program including: restoration of prior year project deferrals; reduce the use of fund balance; avoid significant operating budget cuts like hiring freezes or layoffs; mitigates service reductions; and avoids tax or fee increases.

The major components of the FY 2022 Tentative Budget and balancing strategies include:

- No increase in the countywide or EMS property tax rate, stormwater, solid waste, and fire services non-ad valorem assessments.
- No net increase in general revenue positions being added to Leon County Government. (Five new general revenue positions are offset through the elimination of existing vacancies.)
- No layoffs or furloughs of existing employees.
- Implementation of a $14/hour living wage.
- New costs savings and avoidances of $13.375 million.
- Reduced use of General Fund balance by $1.0 million ($1.8 million in FY 2021 to $800,000 in FY 2022), thereby reducing the use of one-time revenues for recurring expenses.
- Support for all Constitutional Officer budget requests.
- The use of $6.4 million in American Recovery Program Act (ARPA) revenue loss replacement funding to augment the FY 2022 budget by:
    - Providing $2.8 million to fund the operating budget thereby reducing the reliance on fund balance and rebuilding reserves.
    - Using $3.6 million to ensure adequate funding of the existing maintenance capital program, including initial funding for the capital components of the Essential Library Initiative.
    - Offsetting additional costs related to restoring the hiring freeze, support for EMS and Solid Waste, increased payments for Fire Services, and restoring capital projects that were cut because of revenue reductions caused by the impacts of COVID.

Even with the impacts of the COVID 19 pandemic, the FY 2021/2022 budget process continues to follow the County's strategic framework of aligning the optimized resources of the County to address the highest priorities of the County. As such, the FY 2021/2022 budget increases funding for public safety by fully funding the Sheriff's Office Budget Request which included the addition of ten positions, of which eight are for law enforcement and two are for corrections.

Inclusive in these positions, as requested by the Board at this year's retreat, the Sheriff evaluated the need to create a separate mental health officer position to assist deputies responding to calls where mental health may be a concern. To address this matter, rather than adding one position, the Sheriff's budget request includes the implementation of three mental health crisis teams. These teams will allow a trained deputy to pair with contracted mental health professionals when responding to calls where mental health may need to be assessed.

In addition, as part of the Essential Library Initiative, a process of re-envisioning of the Leon County Public Library System to address the changing needs of residents and trends in library use, the FY 2022 capital budget includes $400,000 in support of this initiative. With current space planning underway, the FY 2022 funding includes $300,000 for space improvements at the main library and the initiation of improvements at the branch libraries. Out-year funding totaling $1.2 million ($300,000 each year) will provide for additional improvements at the main and branch libraries.

The FY 2021/2022 budget also reflects the fifth and final year of the FY 2017- 2021 Strategic Plan and prioritizes the Plan's Strategic Initiatives, as well as the addition of 5 Year Targets and Bold Goals. As such, the Tentative Budget aligns department and division resources with Plan priorities ranging from: continued funding for canopy road and other tree plantings, funding for sewer projects, the construction of sidewalks and trails, and reducing the time approval period for single-family building permits.

Leon County's FY 2021/2022 Tentative Budget continues to exceed efficiency metrics with among the lowest budget and lowest number of employees per capita for all comparable counties, while the organization continues to strive to set the standard for performance for all local governments to follow.

In closing, I would like to thank the Board for your clear and consistent fiscal and policy leadership and guidance in the wake of a slow economic recovery and throughout this era of unprecedented challenges and fiscal constraints caused by the COVID 19 pandemic. In addition, the cooperation of the Constitutional Officers was critical in balancing the budget and I genuinely appreciate their efforts. And of course, tremendous thanks go to our employees for the dedication and innovation they bring to this process year-round.

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

does not include any millage or fee rate increases. Coming out of the Great Recession, significant long-term fiscal issues were addressed, which in part, placed Leon County Government in a position to address the recessionary financial impacts caused by the COVID 19 pandemic. As we come out of the COVID recession, it bears repeating that these actions have provided the necessary resources to continue maintaining the County as a financially viable organization.

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

In the following pages, you will find budget summary information presented for ease of use, as well as detailed revenue and expenditure data for a fully transparent and comprehensive view of the Tentative FY 2021/2022 operating and capital budgets.

Sincerely,

Vincent S. Long
County Administrator

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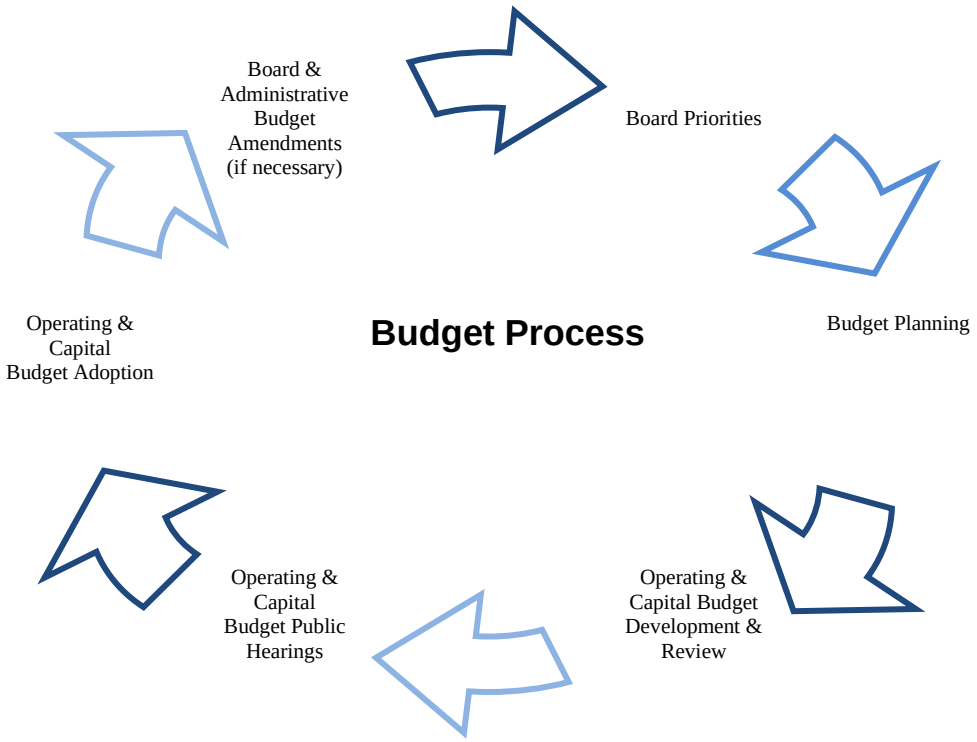


Figure 1: Budget Process: The budget process is a formalized effort that involves collaboration and coordination among the respective County departments, the Office of Management and Budget, the County Administrator, the Constitutional and Judicial Officers, and the Leon County Board of County Commissioners.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

OPERATING AND CAPITAL BUDGET PLANNING

Board Priorities

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

Budget Planning

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

At the February 16, 2021 Board meeting, the Board ratified the actions from the January 2021 Board Retreat and approved updating the FY 2017 – 2021 Strategic Plan in FY 2022 and new strategic initiatives. The Board also formally approved a budget calendar (see Appendix). In March 2021, the Board established the Maximum Discretionary Funding Levels for outside agencies.

OPERATING AND CAPITAL BUDGET DEVELOPMENT, REVIEW, ADOPTION AND ADMINISTRATION

Operating Budget Development and Review

Each department, including the constitutional and the judicial officers are responsible for the development of their respective operating budget requests. The departmental budget requests are submitted to OMB during the month of March. Constitutional officers submit their budgets in May and June as specified by Florida Statute and local requirements. During the months of April through June, all budgetary requests are analyzed, revenue estimates are updated, and conduct a Board policy guidance workshop on July 13, 2021 to enable staff to complete the proposed budget. While the capital improvement budget is also developed and reviewed during this time, it has a separate process.

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

Budget Adoption
The County Administrator presented the proposed budget to the Board at the July 13, 2021 meeting. The Board also established the maximum millage rate at the July 13, 2021 Board meeting. During the month of September, the Board will adopt the budget at the first of two public hearings, which allows for citizen input as required by Florida Statutes (FS) 129 & 200. As a result of feedback from citizens and/or Board actions, it may be necessary to modify the tentative budget prior to final adoption. At the final public hearing, the Board adopts the final millage rates and budget by resolution.

Budgetary Structure
Chapter 129, Florida Statute requires local county government to adopt balanced budgets. The FY 2021/2022 Tentative Budget for Leon County is balanced with the use of a variety of revenue sources and fund balances.

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

Leon County Fiscal Year 2022
Budget Calendar

January 2021

Date	*Activity*	*Participants*
Friday, January 8, 2021	Internal Service Requests Matrix Distributed to Departments/Constitutional/ Judicial Officers	Facilities Management Management Information Systems Human Resources Office of Management and Budget (OMB)
Friday, January 22, 2021	Departments/Constitutional/ Judicial Officers submit Internal Service Requests	Facilities Management Management Information Systems Human Resources Office of Management and Budget (OMB)
Monday, January 25, 2021	Board Retreat	Board of County Commissioners (BOCC) Executive Staff

February 2021

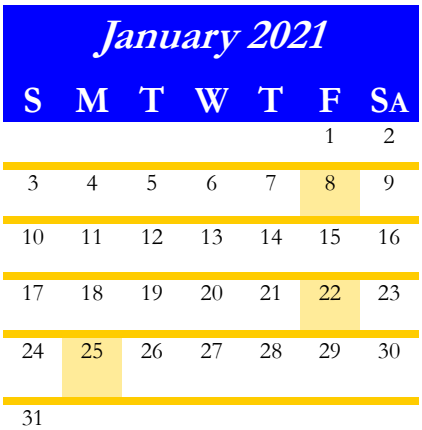
Friday, February 5, 2021 Tuesday, February 9, 2021 Friday, February 12, 2021	New CIP Request forms to Departments GovMax Training GovMax Open to Departments	OMB/All Departments OMB OMB/ All Departments
Friday, February 19, 2021	Deadline for New Capital Project Requests	OMB/All Departments
Friday, February 26, 2021	Memo to Constitutionals with updated FRS,Health Care and Worker Comp Rates	OMB

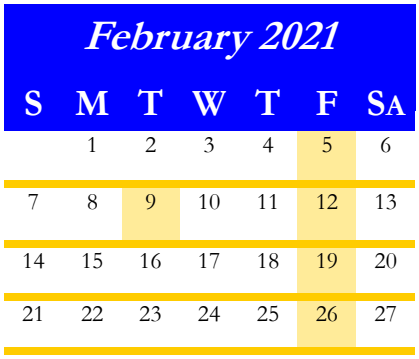
March 2021

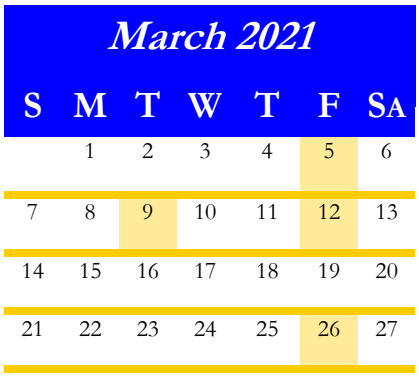
Friday, March 5, 2021	Department Narrative Sheets and Business Plans sent	OMB/All Departments
Tuesday, March 9, 2021	Establish maximum funding levels for outside agencies at regular meeting	Board of County Commissioners (BOCC)
Friday, March 12, 2021	GovMax closes, existing and new CIP submissions in GovMax	OMB/All Departments
Friday, March 26, 2021	Department Narrative sheets and Business Plans are due	OMB/All Departments

April 2021

Wednesday, April 6, 2021 10:00 am - 4:00 pm	Executive Administrative Hearing (if necessary)	County Administrator/ OMB/All Departments
Tuesday, April 27, 2021 9:00 am - 3:00 pm	Preliminary Budget Policy Workshop	OMB/All Departments









Leon County Fiscal Year 2022
Budget Calendar

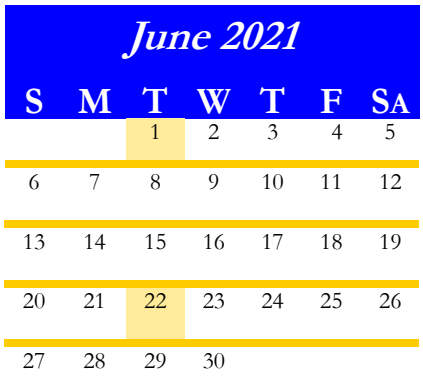
May 2021

Date	*Activity*	*Participants*
Saturday, May 1, 2021	Constitutional Officers budgets are due	Constitutional Officers



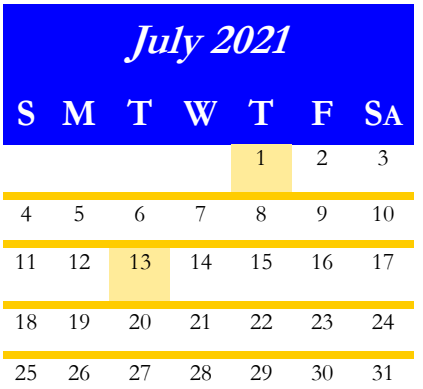
June 2021

Tuesday, June 1, 2021	Receive Tentative Certified Values from Property Appraiser	Property Appraiser
Tuesday, June 1, 2021	Notice to Property Appraisers regarding possible Non-Ad Valorem assessments for TRIM Notice	Public Works/OMB/ Property Appraiser
Tuesday, June 22, 2021 9:00 am - 3:00 pm	Budget Workshop (Including presentation of the Mid-year report)	BOCC/County Administrator/ OMB/All Departments



July 2021

Thursday, July 1, 2021	Certified Taxable Values provided by Property Appraiser	Property Appraiser
Thursday, July 1, 2021	Non-Ad Valorem assessments to be included on TRIM due to Property Appraiser	BOCC/ County Administrator/OMB/ Property Appraiser
Tuesday, July 13, 2021 9:00 am - 3:00 pm (If Necessary)	Budget Workshop	BOCC/ County Administrator/OMB/All Departments
Tuesday, July 13, 2021 9:00 am - 3:00 pm	Regular Board Meeting	BOCC/ County Administrator/ OMB/ Departments/ Citizens



August 2021

Wednesday, August 4, 2021	TRIM Maximum Millage Notice due to Property Appraiser and Department of Revenue	County Administrator/OMB/ Property Appraiser
Tuesday, August 24, 2021	Last day for Property Appraiser to mail TRIM notices	Property Appraiser



Leon County Fiscal Year 2022

Budget Calendar

September 2021

Date	*Activity*	*Participants*
Tuesday, September 14, 2021	BOCC– 1st Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2021/2022	BOCC/County Administrator/OMB/ Departments/Citizens
Tuesday, September 14, 2021	Certification of Non-Ad Valorem assessment roll due to Tax Collector	County Administrator/OMB/ Property Appraiser
Tuesday, September 28, 2021	BOCC 2nd Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2021/2022	BOCC/ County Administrator/OMB/ Departments/Citizens
Thursday, September 30, 2021	Submit Adopted Budget Resolutions to Property Appraiser and Tax Collector	County Administrator/OMB

September 2021

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

October 2021

Friday, October 1, 2021	Beginning of New Fiscal Year	OMB
Friday, October 28, 2021	30 day deadline to publish the adopted budget online	OMB
Friday, October 28, 2021	Final day to submit TRIM Compliance Certification to Department of Revenue (DOR)	County Administrator/OMB

October 2021

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

Leon County Fiscal Year 2022 Tentative Budget

Reader's Guide

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

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

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

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

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

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

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

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

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

NON-OPERATING OR OTHER BUDGETS
This section summarizes the funding of county programs that are not unique to one department but generally benefit the entire community.

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

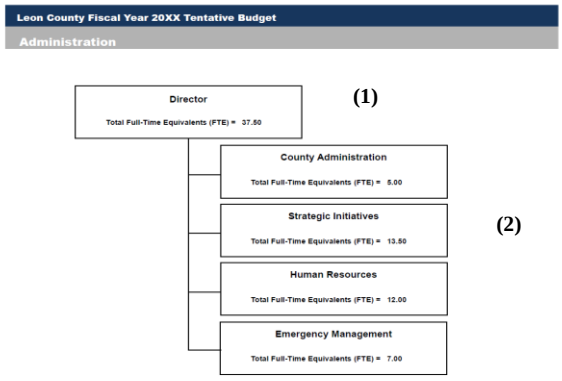
CAPITAL IMPROVEMENT PROGRAM
The Capital Improvement Program (CIP) represents a five-year plan designed to meet the capital improvement needs of Leon County. This section includes a summary and a five-year plan for capital projects by fund and functional type.

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

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

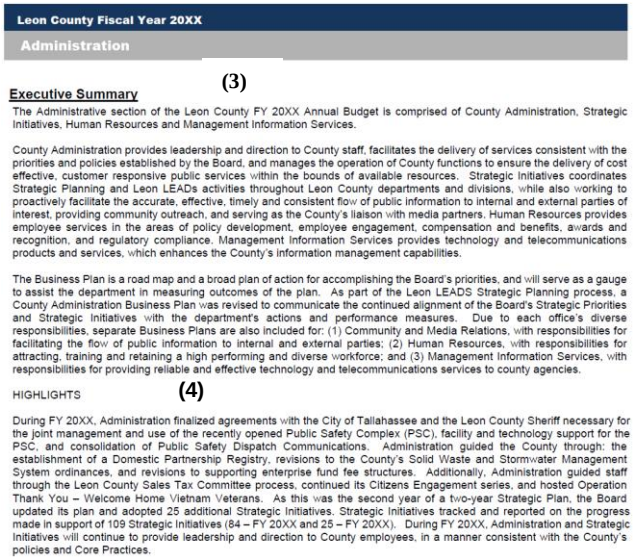


(1) Department Level - Shows the department level and the total number of FTEs within the department. County staff is divided between four service areas: County Administration, Strategic Initiatives, Human Resources, and Emergency Management.

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

(2)

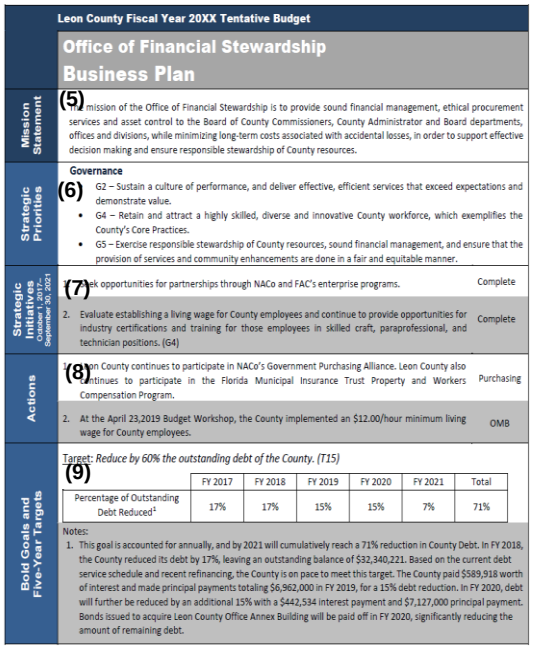
Figure 1.2 - Department Introduction- Introduces the department and division, in addition to providing division highlights.



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



Leon County Fiscal Year 20XX Tentative Budget

Office of Financial Stewardship
Business Plan

Mission Statement (5)

The mission of the Office of Financial Stewardship is to provide sound financial management, ethical procurement services and asset control to the Board of County Commissioners, County Administrator and Board departments, offices and divisions, while minimizing long-term costs associated with accidental losses, in order to support effective decision making and ensure responsible stewardship of County resources.

Strategic Priorities (6)

Governance

- G2 – Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value.
- G4 – Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices.
- G5 – Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner.

Strategic Initiatives October 1, 2017 – September 30, 2021 (7)

1. Seek opportunities for partnerships through NACo and FAC's enterprise programs.	Complete
2. Evaluate establishing a living wage for County employees and continue to provide opportunities for industry certifications and training for those employees in skilled craft, paraprofessional, and technician positions. (G4)	Complete

Actions (8)

1. Leon County continues to participate in NACo's Government Purchasing Alliance. Leon County also continues to participate in the Florida Municipal Insurance Trust Property and Workers Compensation Program.	Purchasing
2. At the April 23,2019 Budget Workshop, the County implemented an $12.00/hour minimum living wage for County employees.	OMB

Bold Goals and Five-Year Targets (9)

Target: Reduce by 60% the outstanding debt of the County. (T15)

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Percentage of Outstanding Debt Reduced[1]	17%	17%	15%	15%	7%	71%

Notes:

1. This goal is accounted for annually, and by 2021 will cumulatively reach a 71% reduction in County Debt. In FY 2018, the County reduced its debt by 17%, leaving an outstanding balance of $32,340,221. Based on the current debt service schedule and recent refinancing, the County is on pace to meet this target. The County paid $589,918 worth of interest and made principal payments totaling $6,962,000 in FY 2019, for a 15% debt reduction. In FY 2020, debt will further be reduced by an additional 15% with a $442,534 interest payment and $7,127,000 principal payment. Bonds issued to acquire Leon County Office Annex Building will be paid off in FY 2020, significantly reducing the amount of remaining debt.

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

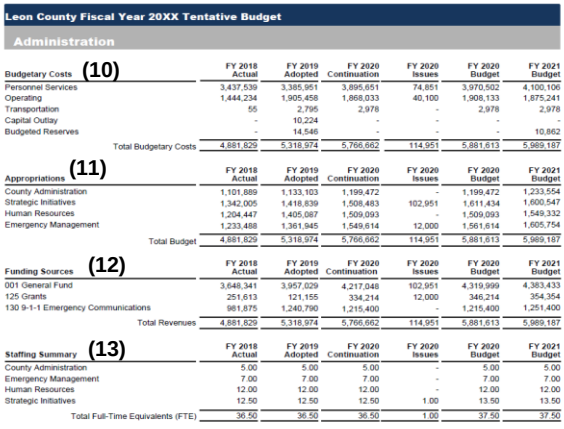
(6) Strategic Priorities - This section lists the Board's high-level "guiding vision" statements that articulate long-term priorities in order to focus efforts, resources and performance.

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

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

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

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



Leon County Fiscal Year 20XX Tentative Budget

Administration

Budgetary Costs (10)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	3,437,539	3,385,951	3,895,651	74,851	3,970,502	4,100,106
Operating	1,444,234	1,905,458	1,868,033	40,100	1,908,133	1,875,241
Transportation	55	2,795	2,978	-	2,978	2,978
Capital Outlay	-	10,224	-	-	-	-
Budgeted Reserves	-	14,546	-	-	-	10,862
Total Budgetary Costs	4,881,829	5,318,974	5,766,662	114,951	5,881,613	5,989,187

Appropriations (11)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
County Administration	1,101,889	1,133,103	1,199,472	-	1,199,472	1,233,554
Strategic Initiatives	1,342,005	1,418,839	1,508,483	102,951	1,611,434	1,600,547
Human Resources	1,204,447	1,405,087	1,509,093	-	1,509,093	1,549,332
Emergency Management	1,233,488	1,361,945	1,549,614	12,000	1,561,614	1,605,754
Total Budget	4,881,829	5,318,974	5,766,662	114,951	5,881,613	5,989,187

Funding Sources (12)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	3,648,341	3,957,029	4,217,048	102,951	4,319,999	4,383,433
125 Grants	251,613	121,155	334,214	12,000	346,214	354,354
130 9-1-1 Emergency Communications	981,875	1,240,790	1,215,400	-	1,215,400	1,251,400
Total Revenues	4,881,829	5,318,974	5,766,662	114,951	5,881,613	5,989,187

Staffing Summary (13)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
County Administration	5.00	5.00	5.00	-	5.00	5.00
Emergency Management	7.00	7.00	7.00	-	7.00	7.00
Human Resources	12.00	12.00	12.00	-	12.00	12.00
Strategic Initiatives	12.50	12.50	12.50	1.00	13.50	13.50
Total Full-Time Equivalents (FTE)	36.50	36.50	36.50	1.00	37.50	37.50

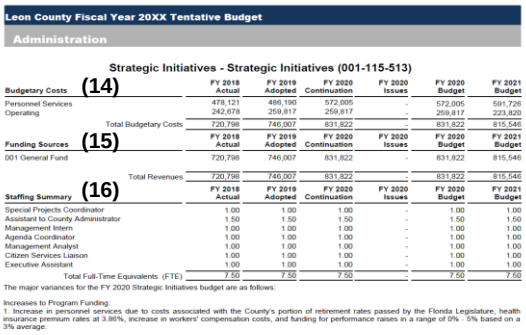
(10) Budgetary Costs - This section contains a summary of past, present, and future financial information related to personnel services, operating expenses, capital outlay, transportation and grants.

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

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

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

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



Leon County Fiscal Year 20XX Tentative Budget

Administration

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

Budgetary Costs (14)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	478,121	486,190	572,005	-	572,005	591,726
Operating	242,678	259,817	259,817	-	259,817	223,820
Total Budgetary Costs	720,798	746,007	831,822	-	831,822	815,546

Funding Sources (15)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	720,798	746,007	831,822	-	831,822	815,546
Total Revenues	720,798	746,007	831,822	-	831,822	815,546

Staffing Summary (16)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Special Projects Coordinator	1.00	1.00	1.00	-	1.00	1.00
Assistant to County Administrator	1.50	1.50	1.50	-	1.50	1.50
Management Intern	1.00	1.00	1.00	-	1.00	1.00
Agenda Coordinator	1.00	1.00	1.00	-	1.00	1.00
Management Analyst	1.00	1.00	1.00	-	1.00	1.00
Citizen Services Liaison	1.00	1.00	1.00	-	1.00	1.00
Executive Assistant	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	7.50	7.50	7.50	-	7.50	7.50

The major variances for the FY 2020 Strategic Initiatives budget are as follows:

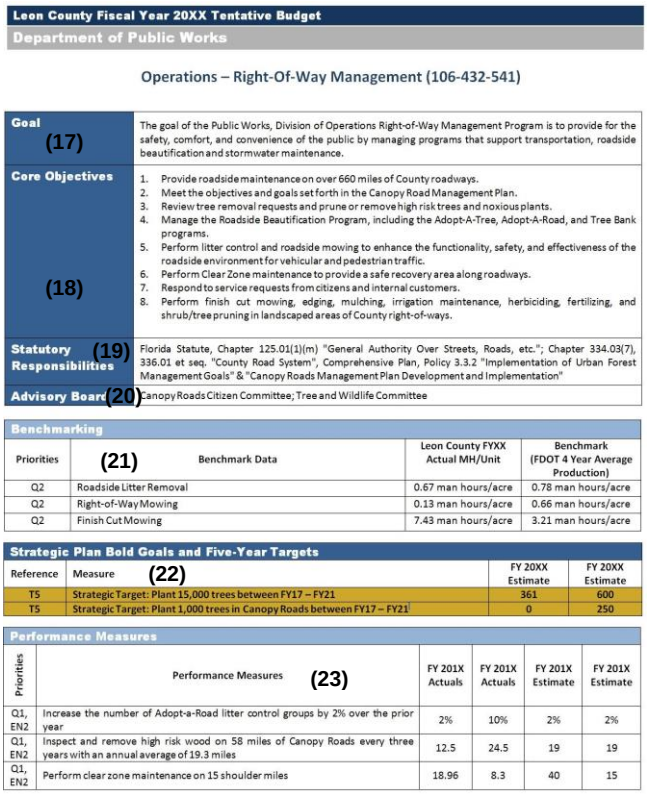
Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0%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

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

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

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

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



Leon County Fiscal Year 20XX Tentative Budget

Department of Public Works

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

Goal (17)	The goal of the Public Works, Division of Operations Right-of-Way Management Program is to provide for the safety, comfort, and convenience of the public by managing programs that support transportation, roadside beautification and stormwater maintenance.
Core Objectives (18)	1. Provide roadside maintenance on over 660 miles of County roadways. 2. Meet the objectives and goals set forth in the Canopy Road Management Plan. 3. Review tree removal requests and prune or remove high risk trees and noxious plants. 4. Manage the Roadside Beautification Program, including the Adopt-A-Tree, Adopt-A-Road, and Tree Bank programs. 5. Perform litter control and roadside mowing to enhance the functionality, safety, and effectiveness of the roadside environment for vehicular and pedestrian traffic. 6. Perform Clear Zone maintenance to provide a safe recovery area along roadways. 7. Respond to service requests from citizens and internal customers. 8. Perform finish cut mowing, edging, mulching, irrigation maintenance, herbiciding, fertilizing, and shrub/tree pruning in landscaped areas of County right-of-ways.
Statutory Responsibilities (19)	Florida Statute, Chapter 125.01(1)(m) "General Authority Over Streets, Roads, etc."; Chapter 334.03(7), 336.01 et seq. "County Road System", Comprehensive Plan, Policy 3.3.2 "Implementation of Urban Forest Management Goals" & "Canopy Roads Management Plan Development and Implementation"
Advisory Board (20)	Canopy Roads Citizen Committee; Tree and Wildlife Committee

Benchmarking

Priorities	Benchmark Data (21)	Leon County FYXX Actual MH/Unit	Benchmark (FDOT 4 Year Average Production)
Q2	Roadside Litter Removal	0.67 man hours/acre	0.78 man hours/acre
Q2	Right-of-Way Mowing	0.13 man hours/acre	0.66 man hours/acre
Q2	Finish Cut Mowing	7.43 man hours/acre	3.21 man hours/acre

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure (22)	FY 20XX Estimate	FY 20XX Estimate
T5	Strategic Target: Plant 15,000 trees between FY17 – FY21	361	600
T5	Strategic Target: Plant 1,000 trees in Canopy Roads between FY17 – FY21	0	250

Performance Measures

Priorities	Performance Measures (23)	FY 201X Actuals	FY 201X Actuals	FY 201X Estimate	FY 201X Estimate
Q1, EN2	Increase the number of Adopt-a-Road litter control groups by 2% over the prior year	2%	10%	2%	2%
Q1, EN2	Inspect and remove high risk wood on 58 miles of Canopy Roads every three years with an annual average of 19.3 miles	12.5	24.5	19	19
Q1, EN2	Perform clear zone maintenance on 15 shoulder miles	18.96	8.3	40	15

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

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

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

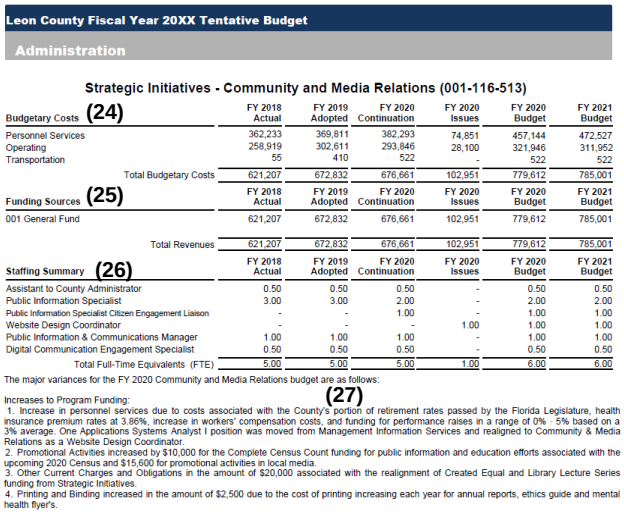
(20) Advisory Boards - This section lists the advisory boards that the division/programs are charged to staff or support.

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

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

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

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



Leon County Fiscal Year 20XX Tentative Budget

Administration

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

Budgetary Costs (24)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	362,233	369,811	382,293	74,851	457,144	472,527
Operating	258,919	302,611	293,846	28,100	321,946	311,952
Transportation	55	410	522	-	522	522
Total Budgetary Costs	621,207	672,832	676,661	102,951	779,612	785,001

Funding Sources (25)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	621,207	672,832	676,661	102,951	779,612	785,001
Total Revenues	621,207	672,832	676,661	102,951	779,612	785,001

Staffing Summary (26)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Assistant to County Administrator	0.50	0.50	0.50	-	0.50	0.50
Public Information Specialist	3.00	3.00	2.00	-	2.00	2.00
Public Information Specialist Citizen Engagement Liaison	-	-	1.00	-	1.00	1.00
Website Design Coordinator	-	-	-	1.00	1.00	1.00
Public Information & Communications Manager	1.00	1.00	1.00	-	1.00	1.00
Digital Communication Engagement Specialist	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	5.00	5.00	5.00	1.00	6.00	6.00

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

Increases to Program Funding: (27)

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. One Applications Systems Analyst I position was moved from Management Information Services and realigned to Community & Media Relations as a Website Design Coordinator.
2. Promotional Activities increased by $10,000 for the Complete Census Count funding for public information and education efforts associated with the upcoming 2020 Census and $15,600 for promotional activities in local media.
3. Other Current Charges and Obligations in the amount of $20,000 associated with the realignment of Created Equal and Library Lecture Series funding from Strategic Initiatives.
4. Printing and Binding increased in the amount of $2,500 due to the cost of printing increasing each year for annual reports, ethics guide and mental health flyer's.

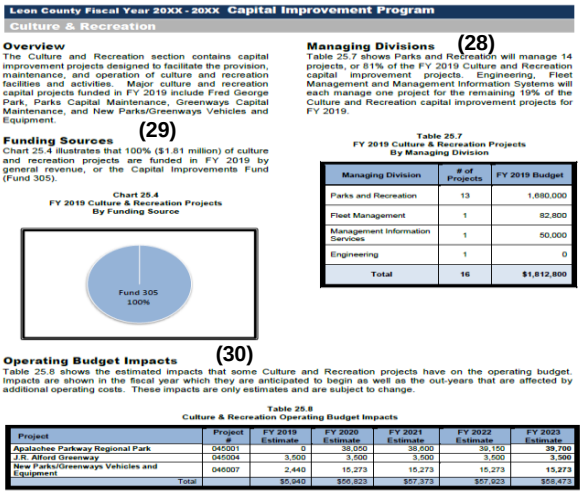
(24) Budgetary Costs - This section contains a summary of past, present, and future expenditure information related to personnel services, operating expenses, capital outlay, grants and transportation.

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

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

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

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



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

Culture & Recreation

Overview

The Culture and Recreation section contains capital improvement projects designed to facilitate the provision, maintenance, and operation of culture and recreation facilities and activities. Major culture and recreation capital projects funded in FY 2019 include Fred George Park, Parks Capital Maintenance, Greenways Capital Maintenance, and New Parks/Greenways Vehicles and Equipment. (29)

Funding Sources

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

Chart 25.4
FY 2019 Culture & Recreation Projects
By Funding Source

Managing Divisions (28)

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

Table 25.7
FY 2019 Culture & Recreation Projects
By Managing Division

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

Operating Budget Impacts (30)

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

Table 25.8
Culture & Recreation Operating Budget Impacts

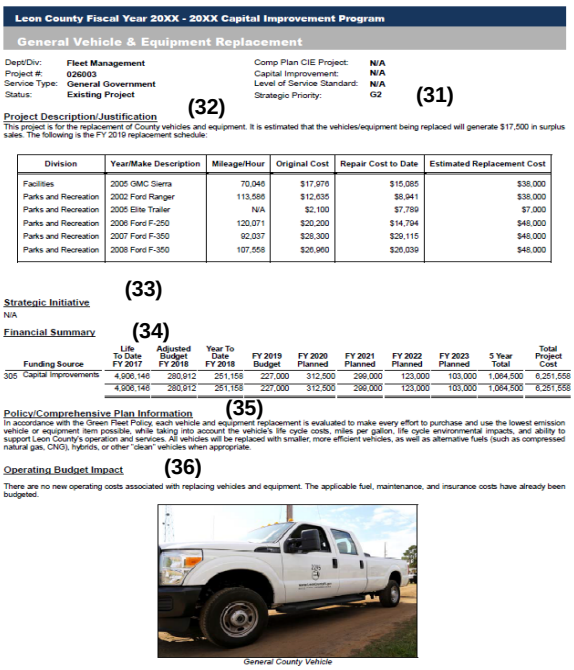
Project	Project #	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate	FY 2022 Estimate	FY 2023 Estimate
Apalachee Parkway Regional Park	045001	0	38,050	38,600	39,150	39,700
J.R. Alford Greenway	045004	3,500	3,500	3,500	3,500	3,500
New Parks/Greenways Vehicles and Equipment	046007	2,440	15,273	15,273	15,273	15,273
Total		$5,940	$56,823	$57,373	$57,923	$58,473

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

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

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

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



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

General Vehicle & Equipment Replacement

Dept/Div: **Fleet Management**
Project #: **026003**
Service Type: **General Government**
Status: **Existing Project**

Comp Plan CIE Project: **N/A**
Capital Improvement: **N/A**
Level of Service Standard: **N/A**
Strategic Priority: **G2**

(31)

(32)

Project Description/Justification

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

Division	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Facilities	2005 GMC Sierra	70,046	$17,976	$15,085	$38,000
Parks and Recreation	2002 Ford Ranger	113,586	$12,635	$8,941	$38,000
Parks and Recreation	2006 Elite Trailer	N/A	$2,100	$7,759	$7,000
Parks and Recreation	2006 Ford F-250	120,071	$28,200	$14,794	$48,000
Parks and Recreation	2007 Ford F-350	92,037	$28,300	$29,115	$48,000
Parks and Recreation	2008 Ford F-350	107,558	$26,960	$26,039	$48,000

(33)

Strategic Initiative

N/A

(34)

Financial Summary

Funding Source	Life To Date FY 2017	Adjusted Budget FY 2018	Year To Date FY 2018	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	4,906,146	280,912	251,158	227,000	312,500	296,000	123,000	103,000	1,064,500	6,251,558
	4,906,146	280,912	251,158	227,000	312,500	296,000	123,000	103,000	1,064,500	6,251,558

Policy/Comprehensive Plan Information **(35)**

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

Operating Budget Impact **(36)**

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

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

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

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

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

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

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



LEON COUNTY FY2017-2021

STRATEGIC PLAN

UPDATED JANUARY 2021

ECONOMY ENVIRONMENT QUALITY OF LIFE GOVERNANCE



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

VISION

A community that is safe, healthy and vibrant.

MISSION

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

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

LEON COUNTY



County Administrator Vincent S. Long

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

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

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

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

CORE PRACTICES

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

FY2017-2021 Strategic Plan

VISION

A community that is safe, healthy and vibrant.

MISSION

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

CORE VALUES

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

STRATEGIC PRIORITIES

Economy

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

Environment

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

Quality of Life

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

Governance

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

STRATEGIC INITIATIVES

BOLD GOALS AND TARGETS

Vision

A community that is safe, healthy and vibrant.

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

Mission

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

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

Core Values

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

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

Strategic Priorities

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

Strategic Initiatives

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

Bold Goals and Targets

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

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

ECONOMY

PRIORITY

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

(EC1) Do well-designed public infrastructure which supports business, attracts private investment and has long term economic benefits.

(EC2) Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, and job creation.

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

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

BOLD GOAL

Grow the five-year tourism economy to $5 billion

PROGRESS TO DATE **72%** ($3.6 Billion)





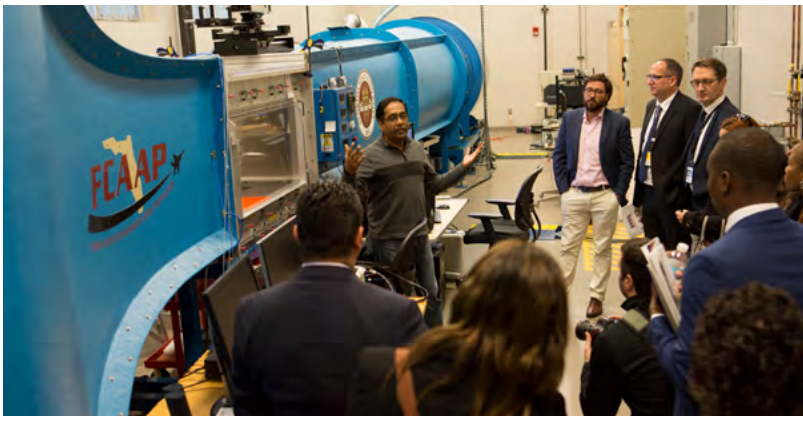
PROGRESS AS OF SEPTEMBER 30, 2020

5-YEAR TARGETS

» Attract 80 state, regional, or national championships across all sports	85% (68 Championships)
» Co-create 500 entrepreneur ventures and 11,500 new jobs, including 400 high-wage jobs	373 entrepreneurial ventures (75%) and 362 high-wage jobs in high tech clusters (90%)*
» Connect 5,000 students & citizens to middle skilled job career opportunities	50% (2,522 Students and Citizens)
» Host 100,000 residents & visitors as part of the Amphitheater County Concert Series	39% (38,761 Residents and Visitors)

**Due to the COVID-19 Pandemic, Leon County experienced unemployment as high as 8.5% resulting in a net loss of approximately 5,000 jobs since FY 2017 which will significantly impact the County's ability to meet the target for co-creating 11,000 new jobs by the end of the current fiscal year.*







ENVIRONMENT

PRIORITY

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

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

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

(EN3) Promote orderly growth and sustainable practices.

(EN4) Reduce our carbon footprint.

BOLD GOAL

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

PROGRESS TO DATE **610** septic tank upgrades or eliminations in progress





PROGRESS AS OF SEPTEMBER 30, 2020

5-YEAR TARGETS

» Plant 15,000 trees including 1,000 in canopy roads	95% (14,053 Trees)
» Ensure 100% of new County building construction, renovation and repair utilize sustainable design	On target
» 75% community recycling rate	57% Recycling Rate
» Construct 30 miles of sidewalks, greenways and trails	94% (28.3 Miles)







QUALITY OF LIFE

PRIORITY

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

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

(Q2) Provide relevant library offerings which promote literacy, life-long learning and social equity.

(Q3) Provide essential public safety infrastructure and services.

(Q4) Support and promote access to basic health and welfare services to our community members most in need.

(Q5) Support strong neighborhoods.

(Q6) Promote livability, health and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people.

(Q7) Assist local veterans and their dependents with securing entitled benefits and advocating their interests.

BOLD GOAL

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

PROGRESS TO DATE **96%** ($96.2 Million)*

** Estimate based upon available data.*







PROGRESS AS OF SEPTEMBER 30, 2020

5-YEAR TARGETS

» Double the number of downloadable books at the library	123% (16,581 New Books)
» Construct 100 fire hydrants	68% (68 Fire Hydrants)
» Train 8,500 citizens in CPR/AEDs	73% (6,169 Citizens)
» Open 1,000 new acres of park land to the public	27% (272.67 new acres)





GOVERNANCE

PRIORITY

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

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

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

(G3) Sustain a culture that respects, engages, and empowers citizens in important decisions facing the community.

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

(G5) Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner.

BOLD GOAL

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

PROGRESS TO DATE **88%** *(440 Citizen Ideas)*





PROGRESS AS OF SEPTEMBER 30, 2020

5-YEAR TARGETS

» Reduce by at least 30% the average time it takes to approve a single family building permit	30% Reduction (3 days faster)
» Achieve 90% employee participation in the County's "My Rewards" Well Being Program	91% Participation (488 Employees Participating)
» Reduce by 60% the outstanding debt of the County	65% Reduction
» 100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace	100% of Employees Trained







STRATEGIC INITIATIVES – **ECONOMY**





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

STRATEGIC INITIATIVES – **ECONOMY**



program and conduct an update to the study in 2021. (2016-7, rev. 2020 and 2021)

- (EC4) Expand our economic competitiveness by coordinating with regional partners to host an Americas Competitive Exchange on Innovation and Entrepreneurship (ACE) conference. (2016-8)
- (EC1, EC2) Evaluate sun setting the Downtown CRA and correspondingly evaluate the effectiveness of the Frenchtown/ Southside CRA including the County's partnership with the City. (2016-9)
- (EC4) Enhance sports tourism through the exploration of an NFL Preseason game and other possible events at Doak Campbell Stadium. (2016-10)
- (EC2) To address issues of economic segregation and diversity, evaluate establishing a micro-lending program for small, minority and women-owned businesses. (2016-11)
- (EC1, EC4) Further enhance our competitiveness in attracting national and regional running championships by making additional strategic investments at the Apalachee Regional Park (ARP). (2016-12)
- (EC2) Evaluate expanding Leon Works as a regional event and to different segments of the community. (2017-1)
- (EC2) Explore the creation of local Enterprise Zone incentives to be managed by the Office of Economic Vitality in support of economic growth and development. (2017-2)
- (EC2, EC3) Continue to partner with Shop Local 850 to promote Leon County's local businesses and entrepreneurs and develop new data sources to analyze the economic impacts of shopping local. (2017-3)
- (EC2, EC3) Explore ways to expand how local businesses can do business outside of the community. (2017-4)
- (EC4) Raise awareness of County trails through the Division of Tourism Strategic Plan. (2017-5)
- (EC4) To further promote Leon County as a biking community, pursue the International Mountain Biking Association (IMBA) Designation. (2018-1)
- (EC1, EC2) Conduct an updated market feasibility study and evaluation of the Fairgrounds relocation/modification. (2020-1)
- (EC4) Work with the City of Tallahassee to develop a branding strategy for the community's trail system. (2020-2)
- (EC2) Continue to pursue and position the County to accept and further advance local priorities to distribute additional CARES funding in support of individual assistance, small business assistance and vaccinations. (2021-1)
- (EC2, EC4) Evaluate potential enhancements to the Lake Talquin/ Urban Fringe (LT/UF) zoning district to provide more opportunity for commercial uses that are functionally supportive and related to eco-tourism or natural resource-based activities along the southern shoreline of Lake Talquin. (2021-2)

STRATEGIC INITIATIVES – **QUALITY OF LIFE**



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

STRATEGIC INITIATIVES – QUALITY OF LIFE

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

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



- (Q6, Q1) Implement a minimum grid bicycle route network. (2018-12)
- (Q3) Implement text-to-911 in coordination with the Consolidated Dispatch Agency so that individuals in emergency situations may text 911 call takers. (2020-5)
- (Q4) In coordination with the Leon County Health Department, work to identify an operator for a local Syringe Exchange Program. (2020-6)
- (Q3, Q5) Coordinate with community partners to implement training for parents and students on the safe use of online applications. (2020-7)
- (Q6) Coordinate with the City of Tallahassee in pursuing designation as an AARP Age-Friendly Community Network to enhance the community's livability for residents of all ages. (2021-5)
- (Q1) Relocate the proposed Northeast Park to the Welaunee area and support Blueprint accelerating the funding of the project in coordination with the Northeast Gateway project. (2021-6)
- (Q5) Evaluate and implement options to address chronic speeding and traffic issues in the Northeast and along Deer Lake Road. (2021-7)
- (Q4) Implement targeted outreach and education to minority communities to encourage vaccinations. (2021-8)
- (Q4, Q5) Develop a plan to address poverty and inequities in 32304 in collaboration with the City and other community partners. (2021-9)
- (Q5) Create a Citizen's North Monroe Street Task Force with City of Tallahassee participation, staffed by the City/County Planning Department charged with identifying opportunities to reduce crime and improve conditions along the North Monroe Corridor between Fred George Road and Tharpe Street. (2021-10)
- (Q4) Working with community partners, develop possible options for those struggling with food insecurity by utilizing the results of Feeding Florida's recent study on food insecurity that provides granular information down to the neighborhood block group level. (2021-11)

STRATEGIC INITIATIVES – ENVIRONMENT



- (EN1, EN2) Implement the adopted Basin Management Action Plan (BMAP) for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (2016-13)
- (EN4) Develop strategies to increase recycling and reuse rates. (2016-14)
- (EN3) Implement the Apalachee Landfill closure process in an environmentally sensitive manner which complements the master planning for the site. (2016-15)
- (EN3) Convene the Leon County Sustainable Communities summit on a bi-annual basis. (2016-16)
- (EN3) In partnership with the Canopy Roads Committee, update and implement the long term management plan for the Canopy Roads including an active tree planting program. (2016-17, rev. 2020)
- (EN3) Complete an evaluation of transportation fee alternatives to replace the existing concurrency management system of mobility fees. (2016-18)
- (EN4) Successfully launch a commercial and residential Property Assessed Clean Energy (PACE) program and identify opportunities, including the Leon County Spring Home Expo, to train industry professionals on sustainable building practices for participation in the PACE program. (2016-19)
- (EN2) Add environmental education kiosks, trail markings/mapping at Greenways and Parks. (2016-20)
- (EN4) Explore new opportunities for solar on County facilities. (2016-21)
- (EN1) Support the protection of Lake Talquin. (2016-22)
- Reduce nitrogen impacts in the PSPZ (primary springs protection zone) by identifying cost effective and financially feasible ways including:
  - (EN1, EN2) Develop a septic tank replacement program. (2016-23A)
  - (EN1, EN2) Evaluate requiring advanced wastewater treatment (AWT) for new construction. (2016-23B)
- (EN2, EN3, EN4) Work with Sustainable Tallahassee and community partners to evaluate developing a community-wide climate action plan. (2017-6)
- (EN1, EN2, EN3) Continue to work with the state as a host community in evaluating pilot technologies for new advanced wastewater treatment septic tanks. (2017-7)
- (EN1, EN2, EN3) Continue to work with the state to seek matching grants to convert septic to sewer systems. (2017-8)
- (EN4, EN3) Develop and enact the County's Integrated Sustainability Action Plan to further reduce the County Government's carbon footprint. (2018-2, rev. 2020)
- (EN1, EN2) To increase information available to the public regarding blue-green algae blooms, fishing advisories, invasive species, and general water quality, add education kiosks at Leon County boat landings. (2018-3)(EN3, EN4) Pursue NACo's SolSmart designation. (2018-4)
- (EN1) Ensure County's water quality and stormwater regulations, programs and projects are evaluated and implemented holistically to advance the County's adopted strategic priority: to protect the quality and supply of our water. (2018-5)
- (EN1) Develop and enhance communications strategies to inform citizens of the County's overall water quality and stormwater policies, as well as emergent issues impacting individual water bodies or ground water (2018-6).
- (EN4, EN3) Implement zoning changes that allow for solar energy farms in the unincorporated area while preserving the rural character of our community. (2020-3)
- (EN2) To further reduce litter and trash in rural areas and the Apalachicola National Forest, launch a targeted public outreach effort encouraging the use of County Rural Waste Service Centers. (2020-4)
- (EN2, EN3) Develop a policy and criteria for adding County roads to the canopy road system. (2021-3)
- (EN3, EN4) Develop a Sustainable Business Recognition Program. (2021-4)

STRATEGIC INITIATIVES – **GOVERNANCE**

- (G1, G3) Alongside community partners, engage citizens of diverse backgrounds, education, and age on issues that matter most to them through the Citizen Engagement Series and Club of Honest Citizens. (2016-36)
- (G1) Continue to Support Commissioner Desloge during his term as NACo President. (2016-37)
- (G5) In accordance with the Leon County Charter, convene a Charter Review Committee to review the Leon County Home Rule Charter and propose any amendments or revisions which may be advisable for placement on the general election ballot. (2016-38)
- (G2) Implement migration from Groupwise to Microsoft Outlook to better integrate with other software applications that utilize automated notifications, workflows and approvals. (2016-39)
- (G2) Continue the deployment of an updated permitting system that is modernized to use mobile and online technologies. (2016-40)
- (G4) Continue County sponsorship of employees' participation in the Certified Public Manager training. (2016-41)
- (G1) Seek opportunities for partnerships through NACO and FAC's enterprise programs. (2016-42)
- (G5) Continue to explore opportunities for efficiency and cost savings through intergovernmental functional consolidation where appropriate. (2016-43)
- (G4) Evaluate establishing a living wage for County employees and continue to provide opportunities for industry certifications and training for those employees in skilled craft, paraprofessional, and technician positions. (2016-44)
- (G1, G2) Partner with the Federal Alliance for Safe Housing (FLASH) to become the nation's first #HurricaneStrong county. (2017-11)



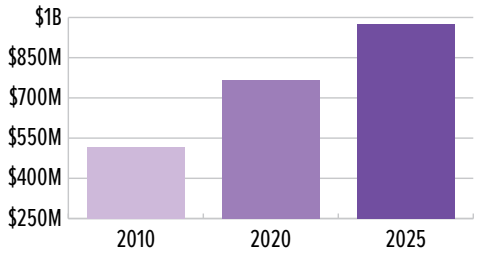
- (G1, G3) As part of Leon County's Citizen Engagement Series, conduct an annual "Created Equal" event to strengthen the County's commitment in tackling difficult subjects. (2017-12)
- (G1) Continue to support Commissioner Maddox in his efforts to become Florida Association of Counties President. (2017-13)
- (G2, G5) Implement the recommendations of the Hurricane Irma After Action Report. (2017-14)
- (G2, G5) Develop an emergency management plan for controlled release of water at the C. H. Corn hydroelectric dam. (2018-13)
- (G2, G5) Implement the recommendations of the Hurricane Michael After-Action Report. (2018-14)
- (G1) Pursuant to the approved ballot initiative amending the County Charter, adopt an Ethics Ordinance by December 2019. (2018-15)
- (G3, G1) Explore ways to promote and build upon Leon County's success in citizen engagement by identifying additional ways to increase the quantity and quality of citizen input opportunities. (2018-16)
- (G3, G5) Evaluate incorporating social infrastructure into the comprehensive plan land use element update. (2018-17)
- (G5) Complete an updated Building Permit fee study. (2020-8)
- (G2, G3) Implement the Leon County Essential Libraries Initiative. (2020-9)
- (G3) To celebrate Leon County/ Tallahassee bicentennial in 2024, the County will coordinate and enhance local planning efforts with government agencies, businesses, organizations, and citizens. (2020-10)
- (G2, G5) Participate in the MIT Sloan School of Management USA Lab to explore opportunities to further enhance re-entry efforts. (2020-11)
- (G3) In coordination with community partners, celebrate the centennial of women's right to vote by conducting a multimodal public information/education campaign culminating with a special community event. (2020-12)
- (G3) Support the Complete Count Committee in educating the community and promoting the 2020 Census. (2020-13)
- (G1) Conduct the redistricting process as mandated by the Florida Constitution to ensure Leon County's Commission districts reflect the results of the 2020 Census. (2021-12)
- (G3) Become a member of the Government Alliance on Race and Equity (GARE) organization and integrate initiatives and resources of GARE in human service programs such as CHSP where possible. (2021-13)
- (G3) In working with community partners, bring greater community awareness of Florida Emancipation Day (May 20th). (2021-14)
- (G2) Provide the Children Services Council a loan to support its initial operations. (2021-15)
- (G1, G3) Develop a public engagement coordination and planning process with the City and Big Bend Continuum of Care for the siting of all future homeless shelters and support facilities. (2021-16)

KEY COMMUNITY METRICS

ECONOMY

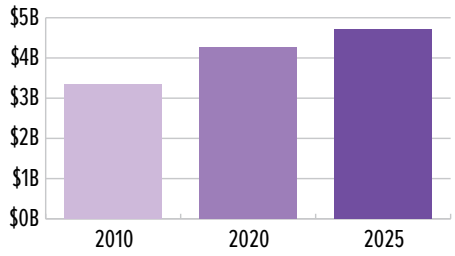


Tourism
ANNUAL ECONOMIC IMPACT





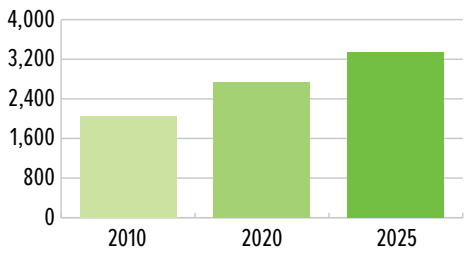
Office of Economic Vitality
TAXABLE SALES



ENVIRONMENT

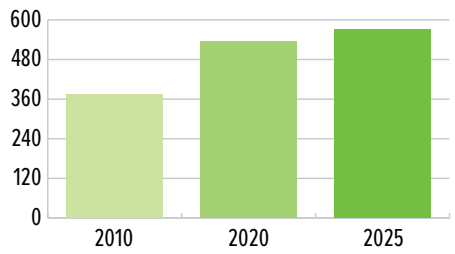


Parks and Recreation
TOTAL ACRES OPEN TO THE PUBLIC





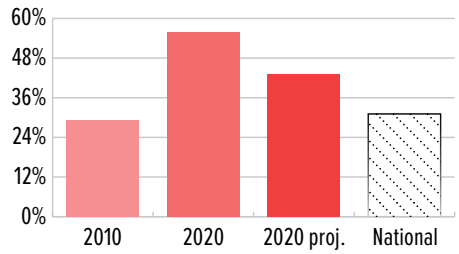
Public Works, Parks and Rec, P.L.A.C.E.
TOTAL MILES OF TRAILS AND SIDEWALKS



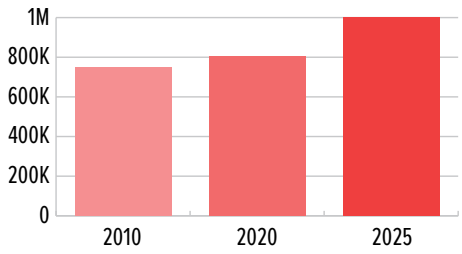
These key community metrics provide a representative snapshot of how Leon County is achieving results in the following four strategic priority areas: (1) Economy, (2) Environment, (3) Quality of Life, and (4) Governance. Additionally, the metrics show the County's continued progress by presenting where we were (2010), where we are today (2020) and where we are projected to be in five years (2025).

QUALITY OF LIFE

Emergency Medical Services
CARDIAC SURVIVAL RATE

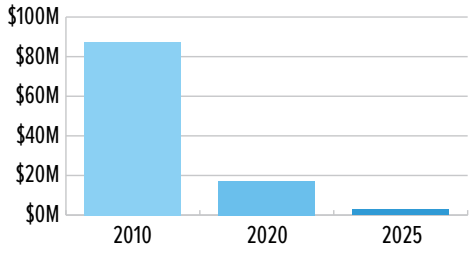


Library Services
LIBRARY OFFERINGS

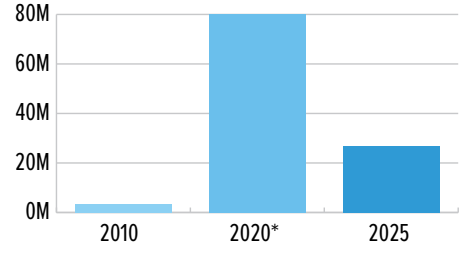


GOVERNANCE

Financial Stewardship
DEBT REDUCTION



Community and Media Relations
CITIZEN ENGAGEMENT THROUGH OUTREACH



**Higher than expected number due to COVID-19 and Leon CARES public health messaging.*

OUR VALUE PROPOSITION

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

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



YEAR TO DATE AS OF SEPTEMBER 30, 2020

GOALS & TARGETS

PRIORITY AREAS	BOLD GOAL	PROGRESS TO DATE	5-YEAR TARGETS	PROGRESS TO DATE
ECONOMY	Grow the five-year tourism economy to $5 billion	72% ($3.6 Billion)	» Attract 80 state, regional, or national championships across all sports	85% (68 Championships)
			» Co-create 500 entrepreneur ventures and 11,500 new jobs, including 400 high-wage job	373 entrepreneurial ventures (75%) and 362 high-wage jobs in high tech clusters (90%)[1]
			» Connect 5,000 students and citizens to middle skilled job career opportunities	50% (2,522 Students and Citizens)
			» Host 100,000 residents and visitors as part of the Amphitheater County Concert Series	39% (38,761 Residents and Visitors)
ENVIRONMENT	Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone	610 septic tank replacements are in progress	» Plant 15,000 trees including 1,000 in canopy roads	95% (14,053 Trees)
			» Ensure 100% of new County building construction, renovation and repair utilize sustainable design	On target
			» 75% community recycling rate	57% Recycling Rate
			» Construct 30 miles of sidewalks, greenways and trails	94% (28.3 Miles)
QUALITY OF LIFE	Secure more than $100 million in Veteran Affairs benefits for Leon County veterans & their families	96% ($96.2 Million)[2]	» Double the number of downloadable books at the library	123% (16,581 New Books)
			» Construct 100 fire hydrants	68% (68 Fire Hydrants)
			» Train 8,500 citizens in CPR/AEDs	73% (6,169 Citizens)
			» Open 1,000 new acres of park land to the public	27% (272.67 new acres)
GOVERNANCE	Implement 500 citizen ideas, improvements, solutions & opportunities for co-creation	88% (440 Citizen Ideas)	» Reduce by at least 30% the average time it takes to approve a single family building permit	30% Reduction (3 days faster)
			» Achieve 90% employee participation in the County's "My Rewards" Well Being Program	91% Participation (488 Employees Participating)
			» Reduce by 60% the outstanding debt of the County	65% Reduction
			» 100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace	100% of Employees Trained

1) Due to the COVID-19 Pandemic, Leon County experienced unemployment as high as 8.5% resulting in a net loss of approximately 5,000 jobs since FY 2017 which will significantly impact the County's ability to meet the target for co-creating 11,000 new jobs by the end of the current fiscal year. 2) Estimate based upon available data.

Leon County needs your help shaping the years ahead

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

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

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

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

Leon County Fiscal Year 2022 Tentative Budget

Reporting Results: Target and Bold Goal Tracking

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

The following is a summary report on the County's progress in accomplishing the Targets and Bold Goals laid out in its Strategic Plan. These results are reflected throughout the book in the Department business plans and Division performance measurement sections. The figures in this section may differ slightly from those reported in the January 2021 Strategic Plan Update.

Note: ***The Board is anticipated to develop a new set of Targets and Goals at its January 2022 Retreat as part of the next strategic planning cycle.***

Economy Measures		FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate	Total
Bold Goal	Grow the Five-year Tourism economy to $5 billion (BG1)[1]	$.90 billion	$.92 billion	$1.04 billion	$0.77 billion	$0.69 billion	$4.3 billion
Targets	Attract 80 state, regional, or national championships across all sports (T1) [2]	16	17	22	13	19	87
	Co-Create 500 Entrepreneurial Ventures (…) (T2) [3]	78	129	166	373	500	500
	(…) and 11,000 New Jobs (…)(T2)[4]	3,745	3,854	6,713	-5,249	TBD	TBD
	(…) Including 400 High-Wage Jobs in High Tech Clusters (T2) [5]	163	123	123	362	400	400
	Connect 5,000 students and citizens to middle skilled job career opportunities (T3)[6]	886	869	643	124	1,000	3,522
	Host 100,000 residents and visitors as part of the Amphitheater County Concert Series (T4)[7]	5,789	5,414	17,014	10,544	10,000	48,761

Notes:

1. Due to the COVID-19 pandemic, the tourism economy in FY 2020 was down approximately 26% from the previous year. For the first two quarters of FY 2021, the economic impact is over $382 million, which brings the total tourism economy over the last three years to nearly $4 billion, 80% of the County's five-year Bold Goal.
2. In FY 2020, the County hosted 13 events including the FHSAA Football Championship (1A, 2A, and 3A) and the National Junior College Athletic Association's Cross-Country Region 8 Championship. In FY 2021, the County hosted 12 championship sporting events bringing the total to 80 championships, 100% of the County's five-year Target. These events include the FHSAA State Cross Country Championships, 1A – 8A FHSAA State Football Championships, Amateur Athletic Union (AAU) Cross Country National Championships AAU Track and Field Regional Championships, and the American Junior Golf Association All-Star Championships.
3. Over the last four years, Leon County has co-created 373 entrepreneurial ventures (75% of the target). An entrepreneurial venture is a new business formation that is in the early stages of getting capitalized and then developing, organizing, and managing a business toward initial profitability. New entrepreneurial ventures are reported to OEV by partner organizations such as Domi Station, Innovation Park, and the Jim Moran College of Entrepreneurship. Through these partnerships, 373 entrepreneurial ventures have started in Leon County.
4. Due to the COVID-19 pandemic, Leon County experienced unemployment rates as high as 8.5%, which will significantly impact the County's ability to meet the target for co-creating 11,000 new jobs by the end of the current

fiscal year. In FY 2017, at the start of the current five-year Strategic Plan, almost 147,000 jobs were located in Leon County. By the end of last year, the number of jobs grew to almost 154,000. Since the pandemic, the local job market has shrunk to approximately 142,000, a net loss of approximately 5,000 jobs since FY 2017.

5. Over the last four years, Leon County has co-created 362 high-wage jobs in high tech clusters (90% of the target).
6. To reach this Target, staff has identified new opportunities to interact with the community beyond the Leon Works Expo, an annual event with attendance of approximately 500-600 people. This includes the Leon Works Junior Apprenticeship program as well as the EMS internship program. However, due to the COVID-19 pandemic, both the Leon Works Expo and Junior Apprenticeship Program were cancelled during FY 2020. County staff are currently coordinating with Leon County Schools, CareerSource, and the Tallahassee Chamber to host a virtual Leon Works Expo in fall 2021. The Junior Apprenticeship Program is also scheduled to resume at the start of the fall semester.
7. Three County concerts took place in FY 2020 and the successful partnership with the Downtown Improvement Authority continued with three concerts in the Sundown Series. Due to the COVID-19 pandemic, one concert was cancelled, and an additional four concerts were rescheduled for FY 2021 and FY 2022.

Environment Measures		FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate	Total
Bold Goal	Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone (BG2)	610 In Progress[1]					610
Targets	Plant 15,000 trees (…) (T5)[2]	702	2,122	9,443	1,743	1,229	15,239
	(…) including 1,000 in canopy roads (T5)[3]	18	73	496	522	100	1,209
	Ensure 100% of new County building construction, renovation and repair utilize sustainable design (T6)[4]	100%	100%	100%	100%	100%	100%
	75% community recycling rate (T7)[5]	55%	66%	62%	57%	63%	63%
	Construct 30 miles of sidewalks, greenways and trails (T8)[6]	8.73	9.7	1.86	8	20.86	49.15

Notes:

1. Since FY 2019, a total of 186 septic tanks were eliminated through the completion of the Woodside Heights Septic to Sewer Project and launch of the Advanced Septic System Pilot Program. An additional 424 are planned or in progress, for a total of 610.
2. This is the aggregate of the total number of trees planted by the Office of Resource Stewardship and Public Works. Additionally, the Blueprint Intergovernmental Agency plants trees with County funding, which are also included in these figures.
3. This is the total number of trees planted specifically along canopy roads by Public Works. Recurring funding has been included in the Public Works budget since FY 2018 to develop an active canopy road tree planting program.
4. To achieve this Target, staff has been working to implement policies and procedures that will ensure sustainable design is utilized in 100% of new construction, renovation, and repair. For instance, staff has developed material standards for small renovations such as painting and carpet installation, and staff are also working to incorporate Green Building criteria into the next update of the Facilities Design Guidelines.
5. Leon County receives prior year's recycling numbers from DEP (Department of Environmental Protection) in April or May of the following year. As a result, the number for FY 2021 represents how the County performed for FY 2020. The decreased rate reported in FY 2020 is due in part to a decrease in recycling of construction building debris. Staff has invested various options for increasing waste diversion rates from the commercial sector which were included in the December sustainability update to the Board.
6. This is the aggregate of the total miles of sidewalks constructed by Public Works and miles of trails and greenways constructed by the Office of Resource Stewardship. Additionally, the Blueprint Intergovernmental Agency constructs sidewalks, trails and greenways with County funding, which are included in these numbers.

Leon County Fiscal Year 2022 Tentative Budget

Reporting Results: Target and Bold Goal Tracking

Quality of Life Measures		FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate	Total
Bold Goal	Secure more than $100 million in Veteran Affairs benefits for Leon County veterans and their families (B3)[1]	$38,604,146	$18,492,095	$20,202,490	$18,203,232	$18,965,805	$114,467,768
Targets	Double the number of downloadable books at the library (T9)[2]	10,002	11,771	14,276	16,581	18,673	18,673
	Construct 100 fire hydrants (T10)[3]	15	17	16	20	32	100
	Train 8,500 citizens in CPR/AEDs (T11)[4]	1,572	1,768	2,111	718	1,750	7,919
	Open 1,000 new acres of park land to the public (T12)[5]	0	204	40.42	28.25	790.37	1,063.04

Notes:

1. The figure for FY 2020 is an estimate. Estimates are based on the projected amount of Veterans Compensation & Pension as well as Medical Care Expenditure reported by the VA for Leon County and adjusted for the unique clients served by the Leon County Veterans Office. The final numbers will be provided by the VA. Utilizing a much more aggressive outreach effort will be a primary strategy to serve more customers and create a larger impact on the dollars VA spends in Leon County.
2. These year-to-year figures are cumulative. At the start of the FY 2017, Leon County's libraries had 13,500 downloadable books in circulation. In FY 2017, Library Services added 10,002 new downloadable books to their collection, 74% of the County's five-year Target. The numbers reported are a running total of the increase over the initial 13,500 downloaded books in circulation. To achieve the five-year goal of doubling the number of downloadable ebooks, the Library has calculated the number of downloadable books to purchase and add to the collection each month.
3. Fire hydrant construction is subject to available funding. Budgeted outyears tentatively allocate $150,000 annually for the construction of new fire hydrants. Of this, $50,000 is dedicated for a matching program which allows a HOA or citizen and the County to evenly share in the cost of hydrant installations. To meet this target, Public Works is working with Talquin Electric Cooperative to expedite installation of fire hydrants on the Prioritization List. Talquin has agreed to use an outside contractor to perform installations.
4. Due to the COVID-19 pandemic and restrictions on public gatherings, the County's annual Press the Chest event was postponed to FY 2021 and additional community trainings were canceled. EMS has partnered with the Library to distribute CPR Anytime kits to encourage residents to train at home.
5. This is the aggregate of the total park acres constructed by Leon County Government and the Blueprint Intergovernmental Agency. The FY 2020 acres are comprised of the Orange/Meridian Community Space (5.75 acres), the J. Lee Vause Dog Park (1.5 acres) and Apalachee Regional Park (21 acres). The FY 2021 estimate is comprised of opening Phase II of the St. Marks Headwaters Greenway (590 acres), the newly acquired parcel at Coe Landing Rd (3.49 acres) which will provide access to Lake Talquin State Forest, Phase II of the enhancements to Apalachee Regional Park (45 acres), the construction of the Chaires baseball field (10 acres), as well as Pimlico Park (13.4 acres) and Man O War Park (4.4 acres) which are in the process of being donated to the County by the Killearn Acres Homeowners Association. Blueprint's 124.08-acre contribution to the FY 2021 estimate includes the Debbie Lightsey Nature Park, the St. Marks Trailhead, Skeateable Art at Coal Chute Pond, and community space at Capital Cascades Trail Segment 3D-B.

Reporting Results: Target and Bold Goal Tracking

Governance Measures		FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate	Total
Bold Goal	Implement 500 citizen ideas, improvements, solutions and opportunities for co-creation (BG4)[1]	107	100	90	144	100	541
Targets	Reduce by at least 30% the average time it takes to approve a single-family building permit (T13)[2]	9%	18%	18%	30%	30%	30%
	Achieve 90% employee participation in the County's "My Rewards" Well Being Program (T14)[3]	88%	90%	90%	91%	92%	92%
	Reduce by 60% the outstanding debt of the County (T15)[4]	17%	17%	16%	16%	7.7%	73.7%
	100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace (T16)[5]	10%	45%	100%	100%	100%	100%

Notes:

1. This is subject to citizen feedback. Staff anticipates implementing 100 citizen ideas, improvements, solutions and opportunities for co-creation each year.
2. In 2020, the County achieved the five-year Target to reduce by 30% the time it takes to approve a single family building permit by achieving average permit time of 8 days. During this year, DSEM issued a total of 5,796 building permits that contained 414 new single-family homes. Reductions in average permitting times during FY 2020 are due to the flat fee modification approved by the Board in November 2019 as well as improvements to the electronic plan review software. Staff anticipates further efficiencies in permit review times because of additional automation through software improvements.
3. The "My Rewards" Program is an incentive-based wellness program designed to help employees participate in healthy lifestyle behaviors. Employees who successfully complete the My Rewards Program each calendar year will receive a 2.5%discount off their annual health insurance premium contribution for the following year. Those who are not eligible include Opt-Out and Spousal employees, since they do not pay for their health insurance, and part time employees, who don't receive health insurance as a benefit.
4. This goal is accounted for annually, and by the end of FY 2021 will cumulatively reach a 73.7% reduction in County Debt. Based on the current debt service schedule and recent refinancing, the County is on pace to exceed this target.
5. In FY 2020, Human Resources completed trainings for all existing Leon County Government employees. Human Resources will continue to provide these training to new employees.

Leon County Fiscal Year 2022 Tentative Budget

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Budget Overview

The total FY 2022 budget is $294,199,442, a 4.86% increase over last fiscal year. The **operating budget** of $271,931,748 represents an increase of 5.44% from last year's adopted budget. The **capital budget** of $22,267,694 represents a 1.75% decrease from last year.

Funding

The FY 2022 budget was developed with a conservative fiscal approach due to uncertainty of when the economy would return to pre-pandemic levels. For FY 2022, the American Rescue Plan Act (ARPA) funding allowed Leon County to mitigate revenue losses due to the pandemic and buttress the capital infrastructure program including: restoration of prior year project deferrals; reduce the use of fund balance; avoid significant operating budget cuts like hiring freezes or layoffs; mitigates service reductions; and avoid tax or fee increases.

The FY 2022 budget also practices and maintains sound financial stewardship with:

- No increase in the countywide or EMS property tax rate, or increases to the stormwater, solid waste, and fire services non-ad valorem assessments;
- No net increase in general revenue positions being added to Leon County Government;
- A decrease of $1.0 million in the use of fund balance
- No layoffs or furloughs of existing employees; and
- New costs savings and avoidances of $13.375 million.

Figure One: FY 2021/2022 Expenditures

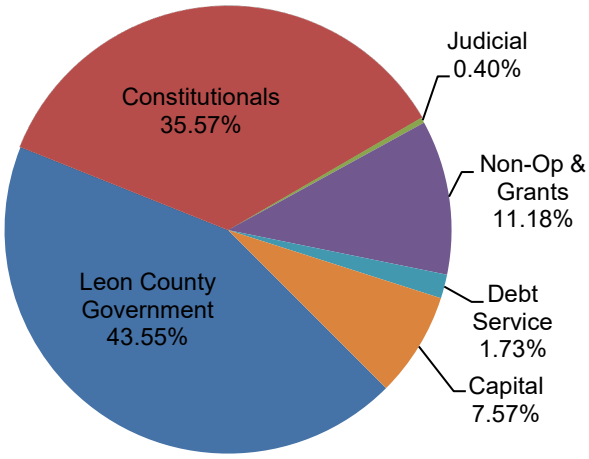
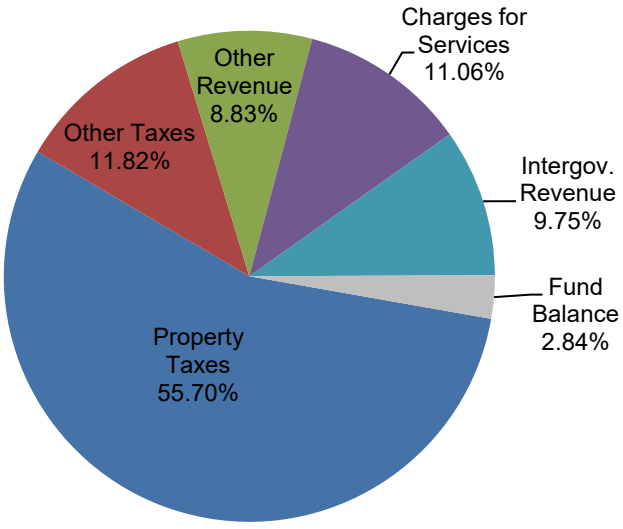


Figure One depicts the budget as it is reflected by governmental category. The FY 2021/2022 budget shows the Leon County Government and the Constitutional Officers make up 79.1% of the total budget.

Figure Two: FY 2021/2022 Revenues



Florida Statutes require all local government budgets to be balanced. Leon County's FY 2022 budget of $294,199,442 is balanced with the use of a variety of revenue sources including: property taxes, $6.4 million in ARPA revenue loss replacement funding; fees, gas taxes and fund balances. As depicited in Figure 2, slightly more than half of Leon County's revenue is derived from property taxes.

Figure Two displays the major classifications of revenue sources used in support of the FY 2022 tentative budget. In the Budget Summary/Analysis section - Revenue v. Expenditures, the major individual revenue sources are presented and summarized in more detail.

Leon County Fiscal Year 2022 Tentative Budget

Budget Overview

The following is an overview of the County's FY 2022 Tentative Budget that includes policy guidance and budget balancing strategies.

On March 13, 2020, during fiscal year FY 2020, the United States declared COVID-19 a National Emergency. The global COVID pandemic is a human tragedy of historic proportions, which has had an unprecedented economic impact. The first quarter of 2020 saw the United States enter a recession as governments issued stay-at-home orders to control the spread of COVID. These actions caused a major decline in the economy, as workers in service industries were laid off and corporate and consumer spending slowed.

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

In developing the prior year FY 2021 budget, given the uncertainty of when the pandemic would end, and economic activity would begin to rebound, a significant decline in general revenues were contemplated in developing the budget. While property tax collections were not impacted, the other revenue declines required operating budget reductions, continuation of the hiring freeze, elimination of non-essential travel and training, as well as the deferral and elimination of capital projects. However, because of these proactive budget actions by the County, only a small increase in the use of the general fund balance was required ($283,000), no reduction in levels of essential services and no County employees were laid off. In fact, the County organization responding to increased demands activated the Emergency Operations Center (EOC) for 425 days, created and implemented numerous new emergency services and CARES programs for citizens, businesses and non-profit agencies in response and launched an expansive communications campaign.

The development of the FY 2022 Budget reflects a conservative fiscal approach as many forecasters do not expect economic activity to return to pre-pandemic levels until 2023. Unlike the long and slow economic recovery which took close to a decade after the Great Recession, however, the economy rebounded much more quickly from the impacts of COVID. This in large part is due to fiscal support by the Federal Government. During this crisis, the Federal Government has acted unlike any other time since the Great Depression to provide economic relief to the individuals and business affected by the pandemic. The first Federal relief package providing funding to local governments came though the $2.2 trillion "Coronavirus Aid, Relief and Economic Security" (CARES) act.

Of this funding total, Leon County received $62.2 million including $51.2 million through the State of Florida for CARES programs, and $11.0 million from the Florida Housing Finance Corporation (FHFC). The quick and successful implementation of the Leon CARES plan positioned the County to receive the additional $11 million in funding from the FHFC, which allowed the County to aid thousands of more individuals, families, and local businesses in the community.

The Leon CARES plan provided funding for essential public health and safety expenditures related to COVID-19, direct assistance to individuals experiencing financial hardship, a broad range of human service needs, and critical economic relief to the local business community. Additionally, the plan reimbursed direct COVID-19-related costs incurred by the County, Constitutional and Judicial Offices, and the City of Tallahassee. Of this funding, Leon County received $5.0 million to directly off-set COVID related expenditures. This amount was also provided to the City, and $2.5 million for the Constitutional Officers. The remaining $38.7 million was used to support individual assistance (rent and utilities), emergency food assistance, homelessness, non-profit and business grants, and health services.

Leon CARES was intended to prevent business closures and prevent increased unemployment, provide emergency assistance to those most in need, and strengthen public health operations. In summary, Leon CARES provided $11.4 million to 4,900 individuals and families, $18.1 million to over 930 businesses retaining/creating over 6,600 jobs, funded $4.0 million to provide 3.4 million meals, awarded $4.4 million to over 300 local non-profit and human service agencies, and provided millions in funding to support public health operations. However, while the CARES funding provided critical relief to those most vulnerable, this funding did not provide local governments any support for lost revenue related to the pandemic.

During 2021, additional federal legislation was passed that created the Emergency Rental Assistance Program (ERAP). This program provides funding to assist individuals by paying for their past and future rents and utilities if they have been impacted by job loss due to COVID. Leon County received $19.72 million in ERAP funding and has approved $10.67 million in assistance for 2,298 Leon County households with an average award amount of over $4,500.

American Rescue Plan Act (ARPA)

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

As stated in the Treasury Interim Final Rule issued on May 10, 2021, it is critical that local governments utilize the ARPA funding to mitigate drastic budget reductions, laying-off staff or raising taxes which could impede the economic recovery significantly:

> *"During the period following the 2007-2009 recession, State and local government budget pressures led to fiscal austerity that was a significant drag on the overall economic recovery.*
>
> *…the American Rescue Plan Act allows recipients facing budget shortfalls to use payments from the Fiscal Recovery Funds to avoid cuts to government services and thus enable State, local and Tribal governments to continue to provide valuable services and ensure that fiscal austerity measures do not hamper the broader economic recovery."*

Leon County received $57.02 million in ARPA funding. A portion of these funds ($11.3 million) were used to augment the FY 2022 budget and fund capital projects and tourism expenditures during FY 2021.

For FY 2022, the ARPA funding allows Leon County to mitigate revenue losses and buttress the capital infrastructure program including: restoration of prior year project deferrals; reduce the use of fund balance; avoid significant operating budget cuts like hiring freezes or layoffs; mitigate service reductions; and avoid tax or fee increases. The major components of the FY 2022 budget and budget balancing strategies are as follows:

- No increase in the Countywide or EMS property tax rate, stormwater, solid waste, and fire non-ad valorem assessments.
- No net increase in general revenue positions being added to Leon County Government. (Five new general revenue positions are offset through the elimination of existing vacancies.)
- No layoffs or furloughs of existing employees.
- New costs savings and avoidances of $13.375 million.

- Reduced use of General Fund balance by $1.0 million from $1.8 million in FY 2021 to $800,000 in FY 2022, thereby reducing the use of one-time revenues for recurring expenses.
- Support for all Constitutional Officer budget requests.
- The use of $6.4 million in ARPA revenue loss replacement funding to augment the FY 2022 budget by:
    - Providing $2.8 million to fund the operating budget thereby reducing the reliance on fund balance and rebuilding reserves.
    - Using $3.6 million to ensure adequate funding of the existing maintenance capital program, including initial funding for the capital components of the Essential Library Initiative.
    - Offsetting additional costs related to restoring the hiring freeze, support for EMS and Solid Waste, increased payments for Fire Services.

While $6.4 million in ARPA revenue loss replacement was used for FY 2022, the total revenue loss replacement is $11.3 million. The difference in the total and the funding utilized for FY 2022 is $4.9 million. $2.7 million of these funds were appropriated during FY 2021 to address the deferral of transportation and flood relief projects caused by the pandemic. $2.2 million was also appropriated during FY 2021 to support tourism capital projects and enhanced destination marketing to mitigate the significant impacts to the tourism economy.

Initial FY 2022 Policy Guidance

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

To ensure the budget was developed in a strategic and transparent manner, the Board adopted the annual Budget Calendar at the January 26, 2021 meeting. After the adoption of the Budget Calendar, the Board provided initial policy direction by establishing maximum discretionary funding levels at the March 9, 2021 meeting, including:

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

Cost Avoidance and Savings

The County systematically and strategically identifies efficiencies and cost savings year-round. This deliberate approach occurs throughout the year, not only during the formal budget process. Through specific and targeted practices, such as LEADs listening sessions, the Employee Innovation Awards Program - I2 (squared), and the SMARTIES (Specific Measurable, Attainable, Realistic, Timely, Innovative, Employee Solutions) Team, employees are continuously empowered to seek and implement cost saving measures throughout the organization. For FY 2022 the total new cost savings and avoidances are $13.375 million. Current year examples of employee savings include:

- Internal implementation of the Non-Profit Assistance Grant Program: This effort used existing County resources and staff to receive and review assistance applications for non-profit organizations applying for the $3.0 million appropriated from CARES funding. A review of the cost to outsource this effort showed it would have cost an estimated $975,000.

- Courthouse Siding Replacement: An earlier engineering review of the exterior courthouse panels indicated replacement was required at a cost of $15 million. Previous year budgets established a sinking fund to accumulate funding for this anticipated reconstruction. However, as part of last year's revenue decline, the sinking fund was eliminated, and a further evaluation of the panels was conducted to identify possible cost savings. Subsequent analysis shows that the panels can last an additional 10-15 years if they are routinely cleaned, sealed, and re-caulked over the next four years. This change provided cost savings in the amount of $13 million.
- Public Works Roof Repair Instead of Replacement: Previously, a review of County roof repair needs indicated that the Public Works roof required a complete replacement at a cost of $500,000. To mitigate this proposed cost, Facilities Management conducted a complete review and analysis of the existing Public Works roof to determine if an alternative approach could be applied. The updated analysis indicates that the metal panels have extensive useful life and a modification to the existing installation (as opposed to a complete replacement) would cost $125,000. The change in approach provides a cost avoidance of $375,000.
- Installation of On-Board Ambulance Battery System: This pilot program for two select ambulance chassis allowed for a reduction in idling time saving an estimated $11,000 in fuel costs. Before the installation of these systems, ambulances had to continuously idle to operate the on-board life and safety electrical systems. A review of this effort also indicated that ambulance replacement life cycles can be extended due to the substantial decrease in engine wear from constant idling which will save thousands of dollars. It is anticipated that all new ambulances will be ordered with this system.

Including the above costs savings, since 2013 the County has saved or avoided costs totaling more than $59.42 million. For FY 2022, $13.375 million in cost savings and avoidances were identified. These cost saving efforts occur prior to any new taxes, fees, positions, equipment, etc. being brought to the Board for consideration.

Tentative FY 2022 Budget

While the economy continues to rebound, County revenues are either still below pre-pandemic levels or are growing at rates slower than normal. Current revenue projections show that FY 2022 sales tax related revenue collections will be below pre-pandemic FY 2019 levels, and that property tax growth rates will remain below FY 2020 and FY 2021 rates.

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

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

Table #1 details the forecasts for major revenue and expenditure changes from FY 2021 to FY 2022.

Table #1: FY 2022 Estimated Change in Operating Revenues and Expenditures Over FY 2021

Estimated Changes in Revenues	Change from Fiscal Year 2022 (in Millions)
Property Taxes with current millage rate (8.3144)	$6,013,356
1/2 Cent Sales, State Revenue Sharing	$4,825,055
American Rescue Plan Act Revenue Loss Replacement	$2,829,682
EMS Municipal Service Tax	$446,282
Public Service Tax and Other Municipal Services	$425,846
Gas Taxes	$(1,345,576)
General Fund Balance Reduction	$(1,041,310)
Other General Revenue Decreases	$(366,210)
Interest Earnings	$(246,006)
Total Change in Revenue	$11,541,119
Estimated Changes in Expenditures	
Sheriff Personnel and Operating Expenses	$4,663,259
County Government Personnel Costs	$2,240,759
Fire Services Payment to City of Tallahassee	$1,400,000
Other Constitutional Offices	$894,193
General Revenue Transfer to Special Revenue Funds (Probation, DSEM, etc.)	$873,226
Workers Compensation/Insurance	$774,661
Contractual Services and Repairs and Maintenance	$597,765
New Positions (offset by corresponding position reductions)	$373,466
Real Time Crime Center	$277,777
Interlocal Agreements (e.g. Animal Control, Planning, 800mhz, Park & Rec.)	$198,645
Living Wage	$188,071
Non-Essential Travel and Training	$156,773
Consolidated Dispatch Agency	$126,430
Department of Juvenile Justice	$115,128
Communication Increases	$81,372
Period Poverty	$25,000
Proctor Road Maintenance	$12,590
General Revenue Transfer to Transportation Capital	$(657,950)
Position Reduction Savings	$(333,136)
Medicaid	$(264,050)
Fuel and Vehicle Repair	$(196,826)
Community Redevelopment (CRA)	$(6,034)
Total Change in Expenses	$11,541,119
Budget Shortfall	$0.000

* The total ARPA revenue replacement for FY 2022 is $6.4 million ($2.829 for operating expenses and $3.6 million to fund capital projects). The capital funding is discussed later in this overview. The remaining $4.9 million in revenue replacement funding was budgeted in FY 2021, including $2.7 million for transportation capital projects and $2.2 million for tourism capital projects and enhanced destination marketing.

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

Tentative Estimated Changes in Revenues

The following section provides a summary of the projected changes to general revenues between the FY 2021 and FY 2022 budgets as reflected in Table #1.

Property Taxes ($6.01 million): Property tax collections are calculated based on the countywide millage rate times the taxable value of all property in Leon County. Taxable values are established by the Property Appraiser and the millage rate is established by the Board. The Property Appraiser provided certified final countywide property values totaling $19.55 billion on July 1, 2021, a 4.05% increase from last year. The FY 2022 budget is balanced based on levying the current millage rate of 8.3144 mills. Even though the County is not increasing the millage rate, under Florida Statutes levying the current millage is considered a tax increase, due to the collection of additional revenue. Maintaining the current millage rate results in property tax collections increasing $6.01 million. This compares to last year's growth of $9.2 million or a decline of $3.1 million in growth.

The projected taxable value increase for next year is significantly less than last year's growth rate of 6.8%. The decline in growth is mainly attributable to two factors: a reduction in the Save-Our-Homes cap and a decline in commercial property values related to the impacts of COVID. The Save-Our-Homes cap is the amount homestead residential property values can increase each year. The increase for this year is 1.4% compared to last year which was 2.3% and is set by statute. Regarding commercial values, the pandemic has had a significant impact on commercial leases, restaurants and hotels which also has contributed to the slowing of taxable values.

During the "Great Recession", with declining property values the Board maintained the millage rate resulting in less property tax collections and correspondingly passing on property tax savings to the community. Coming out of the recession, and as part of the County's deliberate and reasoned multi-year fiscal planning, the budget continues to maintain a constant millage rate to mitigate inflationary pressures and to support necessary and critical costs increase. This same approach was recommended for the FY 2022 budget.

For five years following the recession Leon County did not experience any growth until a modest 3.0% increase occurred in FY 2015 and FY 2016 followed by 4% in FY 2017, 5% in FY 2018 and 6.56% in FY 2019. In FY 2020, property values increased by 6.05% and last year they increased by 6.8%. These increased values provided funds that covered the inflationary costs of basic government service levels and allowed for increasing the recurring revenue to the capital program. Due to reduced growth in property taxes in FY 2022, the transfer to the capital program was not increased as previously planned.

State Shared Revenue, ½ cent Sale Tax and CST ($4.83 million): County governments receive certain revenues from the State of Florida, which are largely based on sales tax collections. State Shared and ½ Cent Sales Tax revenues are estimated to generate $5.66 million in additional revenue. While these sales tax related revenues have rebounded from the precipitous decline in FY 2020, the forecasts are still below the FY 2019 pre-COVID collections by $1.1 million or 5.0%. These state shared revenue increases are offset by a forecasted decrease in Communication Services Taxes of $154,611.

American Rescue Plan Act (ARPA) Revenue Replacement ($2.829 million): The American Rescue Plan Act is a $1.9 trillion-dollar federal government spending package that allocates $360 billion dollars to state and local governments to mitigate fiscal impacts of the COVID-19 pandemic. Leon County received $57.02 million divided equally over two years ($28.51 million) from the ARPA.

As specifically allowed and recommended by the Department of Treasury, a portion of this funding is contemplated for general revenue replacement to offset the decline in revenue caused by decreased consumer spending related to the stay-at-home orders issued in response to the pandemic.

For the FY 2022 budget, a total of $6.4 million of the available $11.3 million in ARPA revenue replacement funds were used in balancing the budget. The $11.3 million is based on a specific formula U.S. Treasury requires counties to use in calculating revenue loss. Revenue losses are based on actual revenue collections; therefore, the $11.3 million is the revenue loss experienced by the County in FY 2020 (the last full fiscal year of activity).

Of the $6.4 million, $2.829 million was used to augment the operating budget thereby negating the need to use additional fund balance and assists in restoring reserves.

Of the $11.3 million in total revenue loss replacement, $4.9 million was allocated in FY 2021. This revenue restored funding for transportation and flood relief capital projects deferred as a result of the pandemic ($2.7 million) and funding of enhanced tourism marketing and capital projects ($2.2 million).

EMS Municipal Services Tax Unit (MSTU) ($446,282): The MSTU revenue anticipates no change to the 0.5000 millage rate and an estimated 5.0% increase in property values. This would generate an additional $446,282. Like property taxes discussed earlier, this is a decrease in the growth rate by $107,000 from last year.

Public Services Tax ($425,846): While the COVID-19 pandemic impacted other revenues, the Public Services Tax on electric, water and gas usage was less affected by stay-at-home orders and shutdowns. Since people were working from home, utility consumption did not decline. Revenues are projected to increase in FY 2022 by $425,826 or 4.8%.

Gas Taxes (-$1.34 Million): Gasoline taxes are estimated to decrease by 10.9% or $1.345 million. Prior to COVID, gas taxes, which are consumption based (taxes are per gallon, not a percentage of cost), were only slightly increasing year-over-year due to better vehicle fuel efficiencies and an increase in the use of electric vehicles. Stay-at-home orders and their effect on commuting dramatically affected gas tax collections. Even with the phased economic reopening, gas taxes have not rebounded, indicating that telecommuting and changed driving habits are still impacting fuel consumption. This decline is projected to continue into FY 2022.

Fund Balance (-$1.041 million): The tentative budget contemplates a reduction in the use of fund balance from $1.84 million in FY 2021 to $800,000 in FY 2022. If the $2.829 million in ARPA revenue replacement were not available to assist in balancing the budget, additional fund balance would be necessary to support the budget, or expense reductions would be required. Using the ARPA funds to supplement the budget allows the County to maintain reserves for future needs such as one-time capital projects.

Other General Revenues (-$366,210): Other general revenues have also been affected by the pandemic and are expected to decrease by $366,210. Fees related to Sheriff law enforcement (warrants) and prisoner room and board have declined. Other reductions included: parking, library fees, child support enforcement, court facility and technology fees, and the Federal Payment in Lieu of Taxes.

Interest Earnings (-$246,006): One of the measures the Federal Reserve made to address the economic impacts of COVID-19 was to decrease interest rates to near zero percent. This trend is expected to continue in FY 2022 and will cause interest and investment earnings for the County's portfolio to decrease an estimated $246,000.

Tentative Estimated Changes in Expenses

The following sections provide a summary of the tentative increases and decreases in general revenue supported expenditures.

Sheriff Personnel and Operating Expenses ($4.66 million): In accordance with Florida Statutes, most of the Constitutional Officers submit their budget requests on May 1st. As presented the Sheriff's budget increased by $4.66 million or 5.7%. This includes the addition of ten positions, of which eight are for law enforcement and two are for corrections. These positions are identified in the tentative staffing section below.

As requested by the Board at the January 2021 retreat, the Sheriff evaluated the need to create a separate mental health officer position to assist deputies responding to calls where mental health may be a concern. Rather than adding one position, the Sheriff's Office applied for $350,000 in state funding during the 2021 legislative session to support contracting with mental health professionals to provide adequate resources for three new mental health teams. The funding was appropriated by the legislature and signed by the Governor, allowing the Sheriff to reduce his original $5.01 million budget request increase to $4.66 million.

Additional deputies are requested for the Sheriff to continue his law enforcement and detention initiatives including "All in Leon" which addresses crime prevention, violent crimes, and re-entry programs at the detention facility. The correction staffing increases are requested to maintain adequate coverage ratios between correctional officers and inmates.

Leon County Employee General Revenue Related Expenses ($2.24 million): The largest operating expense in the budget is associated with personnel costs. These costs include performance raises, health insurance, retirement contributions and worker's compensation. In total, projected increases are $2.22 million, which includes the restoration of the FY 2021 six-month hiring freeze. The budget contemplates continuing to support the County's pay for performance structure with an increase of 0 - 5%, with an average of 3% based on performance. Health care costs are budgeted at a 6.0%. To address the actuarial unfunded liability in Florida Retirement System (FRS), the legislature continues to increase the cost to participate in the FRS. This year the regular retirement rate increased by 8.2%.

Fire Services Payment to the City ($1.4 million): As part of the adopted FY 2020 long-term fiscal plan, rather than increasing fire service rescue fees, debt service savings were planned to pay for the increased cost of fire rescue services. Due to the budgetary impacts of COVID, the City and County deferred a fire rescue service fee study and increased funding in FY 2021. However, based on current fire services expenses, which increase annually, the costs to pay the City for fire rescue services in the unincorporated area is estimated to increase by $1.4 million in FY 2022. A complete analysis of this funding request, including the approved amendment to the current County/City Fire Services Interlocal Agreement, are discussed later in this overview.

Supervisor of Elections, Clerk, Property Appraiser and Tax Collector ($894,193): The Supervisor of Elections budget increased by $439,185. While this is a non-presidential preference election cycle, this is a census redistricting year with related cost increases in implementing voting redistricting requirements such as a countywide mail out and new voter ID cards. In addition, there are some residual costs associated with the pandemic and new voting legislation passed during the 2021 legislative session. These changes include: increased mail ballot requests; the required staffing of drop-off ballot box locations; and voter education costs associated with recent legislative changes regarding vote-by-mail ballots.

Other Constitutional Officer increases include:

- *The Clerk of Courts and Comptroller*: The submitted budget request increased by $170,202. To improve the accounts payable process, the Clerk's budget includes the addition of a new Accounts Payable Supervisor position.
- *Tax Collector's Office:* Funding for the Tax Collector is through commissions based on the amount of property tax collected on behalf of the County and the statutory requirement that the County pay commissions for the Leon County School Board's ad valorem collections. Based on the estimated 5.0% increase in property values, this budget will increase by $149,714.

- *Property Appraiser's Office*: The Property Appraiser's submitted budget request increased by $135,092 to cover costs for personnel and operating expenditures.

General Revenue Transfer to Special Revenue Funds ($873,226): Increases in transfer to Special revenue funds include:

- $801,056 for Probation/Pretrial to support general operations and a $196,849 contract increase for GPS monitoring services. Additionally, increased funding is necessary to off-set the decline in probation and pre-trial fees directly impacted by COVID, as well as reduced client visits at the Office of Intervention and Detention Alternatives.
- $351,546 increase in support for the Emergency Medical Services fund to maintain current levels of services without increasing fees or property taxes. The multi-year fiscal plan contemplated transferring additional general revenue to support EMS services. Using available EMS fund balance reduced the amount of the transfer. Without the use of the fund balance the transfer would have been almost $400,000 greater.
- $215,514 for the Solid Waste Fund to support increases to the County recycling contract, the operation of the rural waste services centers, and the hauling and disposal contract.
- $27,734 for the Grant Fund to support increases in operating grant match funding for Emergency Management and the DEP Storage Tank Program.
- ($522,624) decrease in Development Service and Environmental Management because of projected increases in site plan and environmental fee revenue due to an increased level of development activity in the unincorporated area of the County.

Workers' Compensation/Insurance ($774,661): Leon County continues to have an aggressive safety and risk avoidance program, including required trainings and post-accident evaluations to avoid similar occurrences. An annual actuarial analysis is done to ensure adequate funding is available to pay outstanding and future claims. Based on the year ending FY 2020 analysis, an additional $600,000 is needed to fund current claim liability. The additional $174,661 covers anticipated increases in insurance premium coverages which are competitively procured by the County's insurance broker on an annual basis.

Contractual Obligations and Maintenance and Repairs ($597,765): Total increases include:

- Parks and Recreation mowing, burning contract (Lake Lafayette lake bottom and greenway management plans), trail maintenance, and tree trimming on greenway and park trails ($268,560).
- County software maintenance licensing agreements including: the NEOGOV Human Resources management system, Microsoft Office 365 licensing, Adobe Acrobat, Banner Document Management, cyber security enhancements, and voice applications that allow citizens to utilize Alexa and Google for Commission Meetings ($165,095).
- Funding to support the approved Maintenance Agreement between the Florida Department of Transportation and Leon County for the County to maintain the right-of-way on North Monroe from 1-10 to the Gadsden County Line. The agreement and funding support the North Monroe Street Corridor ($96,000).
- Annual contractual increases in Facilities Management, for security, custodial and grounds maintenance services ($102,777).
- Medical Examiner fees related to autopsy and pathology services and an additional rack system at the morgue ($74,680).
- County share for maintenance to the Public Safety Complex ($26,444).
- Replacement of equipment of the Public Works Sign Shop ($23,600).

- Increase in State Lobbying Services contract for the purposes of increasing the Minority, Women, and Small Business subcontractor participation requirement ($15,000).

New Positions ($373,466): As discussed in more detail in a following section on tentative position changes, three park positions, an Assistant County Attorney and a Mechanical/Electrical Engineer are programmed in the FY 2022 budget. These five positions are offset by a reduction in five positions described later in this section.

Real Time Crime Center (RTCC) ($277,777): As approved at the March 9, 2021 meeting, the Leon County Sheriff's Office Real Time Crime Center project is for the development of a joint centralized criminal intelligence information sharing center in partnership with the County, City, and Florida State University. The total estimated cost is $2.5 million to be split evenly among the three agencies. The County share is $833,333 to be paid over three years. The FY 2022 budget contemplates the first-year payment of $277,777.

Interlocal Agreements ($198,645): Funding includes annual inflationary increases related to County interlocal agreements with the City of Tallahassee for the Animal Shelter ($31,633), and the Parks and Recreation agreement ($63,934). In addition, the Radio Communications budget increased to address system repairs ($89,641). The FY 2022 budget also includes an increase in the Planning Department budget ($13,437) which is jointly funded between the County and the City.

Travel and Training Increase ($156,773): In response to the COVID pandemic and to reduce expenses, the FY 2021 budget included a six-month non-essential travel and training freeze, which saved $250,000. The FY 2022 budget restores 75% of the reduction.

$14/hour Living Wage ($188,071): As directed by the Board at the May 25 Budget Workshop, funding for a $14/hour living wage has been added to the budget at an additional cost of $188,071. Further discussion of the Living Wage Adjustment is included in the Tentative Staffing Section below.

Consolidated Dispatch Agency (CDA) ($126,430): Pursuant to an Interlocal Agreement, the County and City jointly fund the CDA. The CDA budget is projected to increase by 3.99%, which is primarily related to personnel costs and the Motorola Computer Aided Dispatch (CAD) system contract.

Department of Juvenile Justice Payment (DJJ): ($115,128): The County is statutorily required to make certain payments to the Department of Juvenile Justice. In FY 2022, the DJJ payment will increase by $115,128.

Communication Costs ($81,372): Inflationary costs related to communications include the County's phone system maintenance, internet services and conferencing applications such as Zoom are projected to increase by $81,372.

Period Poverty ($25,000): As directed by the Board during the May 25, 2021 Budget Workshop, $25,000 was added to the FY 2022 budget to provide funding for feminine hygiene products in County restrooms.

Proctor Road Maintenance ($12,590): As approved at the June 13, 2021 meeting, an additional $12,590 was allocated in the budget for enhanced road maintenance for Proctor Road after storm events.

General Revenue Transfer to Transportation Capital (-$657,950): As presented in the capital funding section of this overview, $2.7 million of the ARPA revenue replacement was recommended to immediately fund transportation projects during FY 2021, thereby mitigating the need for general revenue support in FY 2022.

Position Reduction Savings (-$333,136): Position reduction savings in the amount of $335,591 related to the County Attorney's Office, Fleet Maintenance and the Mosquito Control Program are detailed further in the Tentative Position Changes section of this overview.

State Mandated Medicaid Payment (-$264,050): Final budget information provided by the Agency for Health Care Administration showed that the County's FY 2022 Medicaid payment will be $264,050 less than the previous fiscal year. This is the first time in ten years the County has had a decrease in Medicaid payments to the State.

Fuel, Fleet Maintenance and Utilities Costs ($-196,826): Fuel costs are anticipated to decrease by $62,346, and fleet repair and maintenance costs are projected to decrease $134,480. Fuel costs are declining due to fuel prices staying within budgeted forecasts and a more fuel-efficient fleet.

Community Redevelopment Agency Payment (CRA) (-$6,034): Payments to the CRA are directly related to the values of the Frenchtown and Downtown CRA districts. Property values provided by the Property Appraiser's Office for these two districts are lower than originally projected. Final values in the Frenchtown District increased by 3.9% and decreased by 5.7% in the Downtown district, resulting in a reduction in the payment to the CRA of $6,034

Tentative Staffing Discussion

Leon County government continues to approach the annual budget process by identifying opportunities to constrain budgetary growth and ensure the limited resources of the County continue to be aligned with the highest priorities of the Board. In developing the FY 2022 Tentative Budget, staff continued to build upon this effort by annually reviewing positions to ensure the organization is optimizing the use of personnel resources. Prior to recommending adding positions to the budget, an organizational review occurs to determine if there are available efficiency measures in the requesting Department's organization such as whether other positions, especially vacant positions are still needed. Table #2 reflects the position changes currently being considered as part of the FY 2022 tentative budget. In summary, there is no net increase in general revenue positions.

Table #2: Tentative Position Changes

Division	Change	+/-	(Savings)/Increase
General Revenue Positions			
County Attorney's Office	Assistant County Attorney	1.0	$97,940
	Legal Assistant	-1.0	($65,978)
	Administrative Associate III	-1.0	($55,793)
Total County Attorney		-1.0	($23,832)
Public Works	Mechanical Engineer	1.0	$128,124
	Crew Chief	-1.0	($52,156)
	Fleet Admin V	-1.0	($73,504)
Total Public Works		-1.0	$2,528
Resource Stewardship - Parks	Park Attendant	1.0	48,444
	Crew Chief	1.0	49,410
	Maintenance Technician	1.0	49,484
Total Resource Stewardship		3.0	$147,338
Development Services	Planner II	-1.0	($85,704)
Total Development Services		-1.0	($85,704)
General Revenue Total		0	$40,330
Non-General Revenue Positions			
DSEM (Building Inspection)	Building Inspector	1.0	$71,725
EMS	Medical Supply Technicians	2.0	$96,656
Total Non-General Revenue		3.0	$168,381

As presented, while five new general positions are included in the tentative budget, there is an equal reduction of five general revenue funded positions. The net fiscal impact of these position changes is $40,330.

As a result of the County continuing to significantly increase park acres available to the public (Apalachee Regional Park, St. Mark's, Broadmoor Park, two dog parks, etc.), a new two-person Park Crew and park attendant position are recommended to maintain adequate service levels. The crew was requested during last year's budget process but was deferred due to the impacts of COVID. The new park attendant has been planned to coincide with the completion of the new cross-country track amenities at the Apalachee Regional Park.

The County Attorney requested an additional Assistant County Attorney position to properly address the County's legal needs. This additional position is offset after a workload review indicated two vacant administrative positions are no longer needed to support the attorneys.

A Public Works Mechanical and Electrical Engineer was recommended to support the workload associated with building mechanical and electrical systems, as well as on-going retrofits of various County buildings. The addition of this position is offset by the elimination of a vacant Crew Chief previously supporting a portion of the mosquito control program and a vacant Fleet Administrative Associate position.

In addition, due to an increase in new construction, a new Building Inspector position was recommended to ensure inspection timelines are met. This position is funded through building fees.

Currently, EMS has two EMS Supply Technicians to provide 24/7 logistical coverage for all EMS operations. These Supply Technicians provide support and supplies to the ambulance fleet, EMTs and Paramedics.

When the Supply Technicians are unavailable due to leave, EMTs provide shift back up to allow for continuous logistical support. Adding the two new Supply Technicians will allow EMTs to be available for additional ambulance coverage. These positions are funded through ambulance fees.

Position Reclasses: As part of the annual budget process, the Office of Human Resources reviews requests for position reclassifications to determine if the positions' duties have changed or been modified by more than 50%. During the hiring freeze, some existing employee workloads, and duties changed significantly. Table #3 shows 11 positions reclassifications included for FY 2022 with a net fiscal impact of $71,889.

Table #3: FY 2022 Position Reclassifications

Department/Current Position	Reclass	Increase*
Public Works		
Administrative Associate III	Administrative Associate IV	$1,589
Sr. Administrative Associate I	Operations Analyst	$2,485
Engineering Intern	Design Engineer	$6,943
Facilities Project Coordinator	Construction Manager II	$21,717
Office of Information & Technology		
Office Coordinator	Cyber Security Manager	$3,669
Library Services		
Information Professional	Community Resources Specialist	$5,195
Human Services & Community Partnership		
Human Service Analyst	Human Service Analyst**	$5,195
Development Support & Env. Services		
Sr. Environmental Engineer*	Engineer Intern	$0
Environmental Inspection Supervisor*	Environmental Review Supervisor**	$0
Strategic Initiatives/CMR/Library		
Special Projects Coordinator	Senior Policy Analyst	$5,747
Library Services Specialist	Public Information & Communications Manager	$19,349
Total		$71,889

* Due to vacancies through promotion and retirement, the reclassification of these positions has no fiscal impact.
** These are paygrade adjustments and are based on workload and position market analysis.

Emergency Medical Services: As part of the FY 2021 budget, a new crew (ten positions) was added to the EMS budget to support transports for Capital Regional Medical Center's (CRMC) two new emergency room locations. After this approval, CRMC petitioned the County to perform their own patient transports. Based on this request, EMS did not hire the new ambulance crew. However, as previously anticipated and based on increased call demand and call volume analysis, EMS is recommending filling these positions and basing an ambulance in the northeast area of the County.

Other Pay Adjustment Items
This section provides an analysis of the recommendation to increase the County's living wage from the current $12/hour to $14/hour, as well as other pay plan adjustments.

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

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

The supporting adopted Strategic Initiative is:

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

During the initial 2018 analysis, according to the Massachusetts Institute of Technology (MIT) living wage calculator, the living wage in Leon County was $11.15/hour. In the absence of neither a state nor federal government living wage, the use of the MIT calculator is considered an industry best practice to determine a living wage. Rather than adopt the MIT living wage, the Board opted to establish the living wage at $12.00/hour.

An annual review of the living wage has occurred every year since the adoption of the $12/hour living wage. While the MIT living wage for Leon County has increased each year ($11.45 in 2019, and $11.91 in 2020), it remained below the Leon County established $12/hour living wage. During last year's budget process, raising the living wage to $13/hour was considered; however, with a State of Florida $15/hour minimum wage on the November 2020 ballot, and because the Leon County living wage still exceeded the MIT living wage calculator, the $12/hour living wage was maintained.

This year MIT's calculator reflects a living wage of $13.98 for Leon County. This increase from $11.98 is due to MIT making significant changes to their methodology including adding societal communication inputs into their calculator including costs associated with civic engagement, cell phones and broadband costs. In addition, since the last review of the living wage at the July 2020 budget workshop, a referendum was approved implementing a new minimum wage for Florida. Beginning on September 30, 2021, the new Florida minimum wage will be $10/hour. This wage will increase annually by $1.00 until September 30, 2026 when a $15/hour minimum wage will be achieved.

Leon's County's current $12 living wage exceeds the required state minimum wage of $10 beginning September 30, 2021 by $2/hour. Conversely, due to changes in the MIT calculator the current living wage is below the MIT suggested living wage by $1.98. Prior to this year's increase, annually the MIT living wage has increased at a rate below $0.50/hour ($0.30 in 2019 and $0.46 in 2021.) It is anticipated that updates to the model will return to more normal growth rates unless the model's methodology is revised again.

During the May 26, 2021 Budget Workshop, the Board increased the living wage to $14.00 to meet the current MIT living wage, which has a fiscal impact of $188,071 to the FY 2022 budget. By increasing the living wage to $14.00 in October 2021, the County will far exceed the new Florida minimum wage of $10.00 per hour. Based on the current review of the MIT living wage calculator, it is anticipated the County will reach a $15.00 living wage before the State of Florida $15.00/hour minimum wage takes effect in September 2026. At the time the County reaches the $15/hour living wage, the Board may choose to have a broader policy discussion on whether to continue having a separate Leon County living wage or remain consistent with the State of Florida minimum wage requirements.

To implement the increase in the living wage to $14/hour, there will be needed adjustments to the Pay Plan to address the revised entry level salary. Certain positions would also be placed in updated paygrades with a minor fiscal impact of $6,976. In addition, modifications to HR policies to continue to incentive career advancement for existing County employees was approved. In making these adjustments, Human Resources reviewed other comparable jurisdictions to determine best practices for pay adjustments related to internal promotions. Existing policy caps internal promotions at 5% or the minimum of the new paygrade; however, often the total pay increase is less than adequate (less than $0.60/hr.) to incentive internal candidates to seek promotion. The policy revision authorizes pay increases of 5% or $2,000 (approximately $1.00/hr.) for career service employees being promoted one paygrade. Existing policy already authorizes a 10% pay increase for promotions of two paygrades. In addition, in recognizing the additional responsibility, knowledge and skills, if a career service employee is promoted to a senior management

position, a pay increase of 15% will be provided. Likewise, for senior management employees being promoted, the pay would be increased 10% or the minimum of the new paygrade whichever is greater.

As this is a living wage adjustment and not a full market analysis of the market value of positions, the budget does not contemplate addressing compression issues within existing paygrades and therefore does not consider raising all salaries. To summarize, the total fiscal impact for implementing a $14/hour living wage and adjusting the paygrades is $188,071, which has been included in the FY 2022 tentative budget.

Constitutional Position Changes

Table #4 summarizes the positions requested by the Constitutional Officers, specifically ten for the Sheriff, one for the Clerk of Courts and Comptroller Finance Division, and one for the Supervisor of Elections.

Table #4: FY 2022 Constitutional Position Requests

Sheriff	
Sworn Deputies	3
Crime Scene Specialist	1
Crime Analyst	1
Digital Forensic Examiner	1
Community Relations Specialist	2
Sworn Correctional Officers	2
Total Sheriff	10
Clerk of Courts and Comptroller	
Account Payable Supervisor	1
Total Clerk of Courts and Comptroller	1
Supervisor of Elections	
Voter Services Specialist	1
Total Supervisor of Elections	1
Total Constitutional Officers	12

Fund Balances

Consistent with best governmental financial practices, Leon County Policy 07-2 “Reserves” establishes fund balance policy levels sufficient for cash flow and emergency purposes. As property tax revenues are received two months after the start of the fiscal year, fund balances allow the County adequate cash flow to eliminate the need for short-term borrowing in October and November to cover payroll and required budget transfers to the Constitutional Officers.

As recognized by bond rating agencies like Fitch and Moody’s, sufficient fund balances are considered a sign of fiscal stability and influence bond ratings. In addition, as noted in Policy 07-2, the use of fund balance more than the policy minimums should support one-time capital project funding and/or other one-time expenditures to address unforeseen revenue shortfalls. Moving toward the elimination of using recurring fund balance aligns with industry best practices, is consistent with County policy, and provides greater long-term financial stability for the County. However, given the revenue shortfalls associated with the pandemic, using some fund balance is consistent with County policy.

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

General Fund
With the use of ARPA revenue replacement, the tentative budget reduces the use of general fund balance from $1.84 million to $800,000, the lowest level since FY 2010. This reduction will allow for the replenishment of general revenue reserves.

The County's general revenue fund balances have historically grown at a rate of $4 to $5 million a year. This is due to State budget requirements that counties budget 95% of expected revenues, and the nominal under expenditure of Board and Constitutional Officer's budgets. Hence, $4 to $5 million has not been an unreasonable amount to budget given the constraints placed on County resources. However, when this level of fund balance is used to offset the operating budget ($4 to $5 million), fund balances do not grow year over year, but rather stay at the same level. When fund balance use is reduced (like during the current budget process), fund balances can start to grow. When the fund balances are allowed to grow, they accumulate, and can be used as part of a "fund balance sweep" to fund one-time capital projects (i.e. Consolidated Dispatch Center and Branch Libraries). Alternatively, without general fund balance accumulation, the County would need to consider issuing debt to support future capital project needs.

Increasing the use of the general fund balance annually is an unsustainable practice. If the use of fund balance grew by only $2 million each year (e.g., $4.0 million FY 2022, $6.0 million FY 2023, etc.), it would only take four or five years to deplete the entire fund balance. This occurs because the use rate would be much higher than the replenishment rate. This practice would further diminish the County's ability to provide fund balances for future capital projects or to maintain the catastrophe reserves, which were used in three consecutive years to fund the cleanup of Hurricanes Hermine, Irma, and Michael. Last year these reserves were used to mitigate the impacts of COVID on the community by purchasing personal protective equipment and emergency overtime staffing.

Other Operating Budget Fund Balance Use
Based on current revenue and expenditure forecasts, except for the Emergency Medical Services Fund, the tentative budget does not anticipate using fund balances accumulated in special revenue funds that receive general revenue support.

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

Due to revenue declines in traffic citations, the Judicial funds (e.g., Teen Court) will use available fund balances to continue to support their operations. Also, to continue with technology upgrades, purchase vehicle replacements and a new inspection vehicle, $290,000 in available Building Inspection fund balance will be used. These funds are available due to increased revenues generated during FY 2021, related to the robust construction market. In addition, the tentative budget contemplates appropriating $360,000 in available fund balance in the Emergence Medical Services fund. Using this amount of fund balance will still leave the EMS reserves above policy limits. If this fund balance is not appropriated the general revenue transfer to this fund would need to be increased or expenses reduced.

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

The capital budget differs from the operating budget in that expenses are one-time in nature, or an asset such as a vehicle or heavy equipment to be used over an extended period. The operating budget covers

recurring annual expenses such as personnel costs, and the funding of day-to-day operating services. Capital budgets, however, can impact the operating budget as a new facility may require additional personnel to operate and maintain it, such as the routine mowing of a new park or the custodial and utilities to support a new building.

General Infrastructure Maintenance

Ideally, to provide adequate funding to the capital program, annual recurring general revenue should be between $9.0 to $11.0 million; this amount continues to increase as construction inflation grows. Following the great recession, the County had taken deliberate action and over several years increased the general revenue support for capital to $7.3 million by FY 2020. However, because of the pandemic and the associated negative fiscal impacts, the general revenue support was reduced in FY 2021 to $5 million.

The reduction in general revenue support in FY 2021 was offset through one-time budget reductions which provided $2.0 million in capital fund balance. Given the continued financial impacts of the pandemic, County funding is not available to increase the general revenue transfer to the capital program. Therefore, the tentative budget contemplates maintaining the general revenue support at $5.0 million. However, to ensure the County's aging infrastructure is adequately maintained and funded, the FY 2022 budget contemplates using $3.6 million in ARPA funding to balance the capital budget.

The capital budget is focused on maintaining the County's building infrastructure, including the Detention Facility, stormwater systems, the technology environment, and parks. Allocating these ARPA funds for capital projects allows for the maintenance of the County's infrastructure, while waiting for the economy and the County's revenue streams to rebound. To increase the transfer to adequate levels, the five-year capital plan contemplates increasing the general revenue transfer as property values and other revenues return to normal levels.

Essential Libraries Initiative

The FY 2022 capital budget includes $400,000 in support of the Essential Library Initiative, a process of re-envisioning of the Leon County Public Library System to address the changing needs of residents and trends in library use. FY 2021 funding was used to engage an architectural firm to begin space planning and design for the Main Library. The FY 2022 funding includes $300,000 for space improvements at the main library and the construction of a walking trail at the Ft. Braden Library which has been delayed due to the pandemic. Out-year funding totaling $1.2 million ($300,000 each year) will provide for additional improvements at the main and branch libraries.

Sheriff Evidence Facility

As part of the FY 2021 budget, funding was allocated to move the Sheriff's evidence to the County owned Tharpe Street storage facility. The current evidence facility located at the Sheriff's campus is undersized and does not provide enough space for the long-term evidence storage required by Florida Statutes. Using an existing facility for this effort will save the County $10.0 million instead of building an entire new facility as originally requested by the Sheriff's Office. Last year the estimated cost to remodel the Tharpe Street building for evidence storage was $1.9 million. Given the significant increases in construction inflation and based upon preliminary design and engineering, the cost of the project has increased by $500,000 to $2.4 million. To address this increase, an additional $500,000 has been added to this project.

Transportation

As a result of the pandemic certain capital projects in both FY 2020 and FY 2021 were eliminated or deferred. To bolster the transportation capital program, and fund critical road/flooding projects that were delayed or not considered because of COVID, $2.7 million in ARPA replacement revenue funding was allocated to shore up the transportation capital program. These projects include:

- Baum Road Drainage Improvements - $926,000
- Ben Boulevard Flood Relief - $850,000
- Miccosukee Road Bridge Replacement 25% FDOT match - $567,500

- Maylor Road Flood Relief Final Construction Funds - $356,500

Rather than including these projects in the FY 2022 budget, the ARPA revenue replacement funds allowed these projects to be reinstated and moved forward in FY 2021.

Tourism Capital

In FY 2019, Leon County sold the previous Tourism Division building located at 106 E. Jefferson Street. Proceeds from this sale were programmed to construct a new Tourism Office in the Historic Tallahassee Train Station. This construction effort was targeted to begin after Community Services and Human Partnerships (CSHP) were relocated to their new location on Paul Russel Road. This relocation happened earlier this year, and construction plans for the new Tourism Division Offices are nearing completion. The original budget established for this project was $2.4 million. Due to significantly inflated industry wide construction costs, final estimates for the building renovations are $3.5 million. The County had applied for a State historical restoration grant to offset this increase, but unfortunately the grant was not awarded. $1.1 million in ARPA revenue recovery is allocated to offset the increase. $350,000 in ARPA funds are also recommended to continue the development of the Apalachee Regional Park master plan implementation.

Other Budget Considerations

The following section provides additional updates and recommendations for other departmental budgets and policy items.

Outside Agency Funding

At the March 9, 2016 meeting, the Board reviewed agencies that provided contracted services to the County to ensure that the services provided aligned with County priorities and initiatives and to provide budget oversight and contract compliance. To ensure outside agency contracts receive continuous oversight, Fiscal Policy No. 93-44 requires that as part of the annual budget process a mid-year performance report was presented. Table 5 shows the outside agency funding for the FY 2022 Budget.

Table #5: FY 2021 Adopted Outside Agency Funding & FY 2022 Recommendations

Outside Agency	FY 2021 Funding	FY 2022 Recommendation
Legal Services of North Florida	$257,500	$257,500
DISC Village	$222,759	$222,759
Tallahassee Senior Citizens Foundation	$179,000	$179,000
St. Francis Wildlife Association	$71,250	$71,250
Tallahassee Trust for Historic Preservation	$63,175	$63,175
Whole Child Leon	$38,000	$38,000
Domestic Violence Coordinating Council	$25,000	$25,000
United Partners for Human Services	$23,750	$23,750
Oasis Center Commission on the Status Women & Girls	$20,000	$20,000
Apalachee Regional Planning Council (Sustainability Compact Administrator)	$8,800	$8,800
Total	$909,234	$909,234

At the March 9, 2021 meeting, the Board approved the proposed outside funding agency contracts at the funding levels reflected in Table #5.

Based on recent practice it was approved that for future budget cycles the contract funding for outside agencies that provide County services be done in conjunction with the Discretionary Funding process, which occurs prior to March 31 of each year. To codify this procedure, an update to the County's Fiscal Planning Policy was made. As has been done the past two fiscal years, the funding level for these contracts will be presented at the same time the Board establishes the funding levels specified in the Discretionary

Funding Ordinance. The agency annual reports will also be provided as part of the annual establishment of this funding.

Fire Services

Leon County has had a long history of contracting with the City of Tallahassee for the provision of fire rescue services to serve the unincorporated area of the County. A contract for services was originally entered into in March 1988. That agreement was amended a number of times through 2005. In April 2009 a new Interlocal Agreement for five years was executed. As part of this agreement a joint rate study was adopted to uniformly charge properties for fire services in both the City and unincorporated areas of the County. The interlocal agreement contemplates five-year rate studies to ensure that fire rescue services are property funded. The last rate study was adopted in 2016.

The fire rescue service fees are established as a "flat" rate to be the same amount levied each year over a five-year period. This approach provides consistency and certainty to taxpayers and provides revenue assurances for the fire department. The fire rescue service fees are collected from property owners through City utility billing if the property uses City utilities, and if serviced by Talquin, the residents pay through either quarterly billing or a non-ad valorem assessment on the property tax bill. Since the adoption of the 2016 study, the County has paid the City an average of $8.1 million/year for these services.

As part of the FY 2020 budget development process, the Board approved the implementation of a multi-year fiscal plan to avoid anticipated tax and fee increases. The multi-year fiscal plan built on over ten years of budget discipline, sound financial planning and an organization-wide focus on innovation, cost avoidance and efficiency that positioned the County for long-term fiscal stability. This fiscal strategy demonstrated sensitivity of taxpayers. During tough economic times, the County maintained fees and passed on significant property tax savings.

Aligned with the multi-year fiscal plan, the adopted FY 2017 – FY 2021 Strategic Plan includes a 5-year target to reduce the County's outstanding debt by 60%. The County is on pace to achieve this target. The multi-year fiscal plan presented approaches to utilize the reduced debt service payments beginning in FY 2021. Specifically, the plan contemplated using a portion of the debt service savings to pay for an increase in the fire services payment to the City of Tallahassee beginning in FY 2021. This approach allows the debt service savings to be used in place of any increase in the Fire Services fee charged to unincorporated area residents.

Because of the pandemic, and as previously discussed in this overview, the development of the FY 2021 budget considered significant declines in revenue, budget reductions, capital project deferrals and increased use of fund balances. In addition, the City of Tallahassee recommended, and the County concurred, to delay any increase in the Fire Services fee for one year. Pursuant to the multi-year fiscal year plan, the County intended to use the debt service payment in place of raising the Fire Services fee. The delay in increasing the fire services payment to the City allowed the debt service savings ($1.6 million) to be used to offset revenue losses due to the pandemic during FY 2021.

For FY 2022, the City, working closely with County OMB, completed a detailed review and analysis of the fire departmental budget. Over the past six years, the cost of services has increased primarily associated with personnel, the replacement of firefighting equipment, and the construction of a fire station. In total, the annual recurring costs have increased approximately 15% over the six-year period or approximately $1.4 million for the County.

Per the existing interlocal agreement, a complete fire study would normally be conducted to formalize the fee increases. However, since the County approved the multi-year fiscal plan and intended to utilize the debt service savings to pay for any increases, a fire study was not needed at this time. Therefore, the FY 2022 budget includes redirecting the debt service savings in support of the $1.4 million increase in the fire services payment to the City. The City has previously approved increasing the fire services fee for City residents to pay for their share of the increased costs.

In discussions with the City, the interlocal agreement also contemplates future annual increases in the fire services payment tied to an inflationary amount. This is intended to support personnel and operating cost increases associated with the Fire Department budget. For the following fiscal year (FY 2023), a portion of the debt service savings are still available to pay for this projected increase of approximately $200,000. However, beginning in FY 2024, without a rate study or fee increase, any additional annual increases would need to be considered using general revenue.

To provide the Board the option of considering a rate increase in the future, it was recommended that a joint fire services fee study be conducted with the City in FY 2023, with any recommendations regarding the fee being presented to the Board during the FY 2024 budget process. Rate studies provide a legally defensible methodology for applying the fees uniformly across different property categories including residential, commercial, warehouses and governments. The studies also allow for the legal placement of the fees as a non-ad valorem assessment on the property tax bill should a property owner refuse to pay their quarterly billing.

As approved at the June 8, 2021 meeting, the Board authorized the County Administrator to negotiate modifications to the current County/City Fire Services Interlocal Agreement. The amendment to the interlocal agreement was approved at the July 13, 2021 Board meeting. The modifications relate to providing additional funding to the City for fire services in FY 2022 and FY 2023. The increased payments are funded from general revenue debt service savings: $1.4 million in FY 2022 and $1.6 million in FY 2023. This approach allows fire service rescue fees charged to unincorporated residents to remain unchanged. In addition, the Amended Interlocal Agreement states that a new joint fire rescue services fee study will be conducted in FY 2023 in order to provide updated information for out-year budget processes.

800 MHz Radios

The FY 2022 Tentative Budget also contemplates the replacement of the County's 800 MHz radios in FY 2022, one year sooner than originally planned. In summary, the replacement can be accomplished one year earlier with no general revenue fiscal impact as preliminary discussions with Motorola indicate favorable financing terms that delay any payments for at least one full fiscal year (FY 2023) and the planned use of EMS and Volunteer Fire special revenue fund balances.

The jointly owned City/County 800 MHz system has been in place since July 1999. Public safety radio systems (such as those used by police, firefighters, and emergency medical services) operate in several portions of the 800 MHz band. There are approximately 3,200 radios authorized to access the system. These radios are used by 16 various city departments, seven County departments, the Sheriff's Office, FSU, FAMU and Tallahassee Community College. Prior to the installation of the current 800MHz System, there were instances where law enforcement agencies in Leon County could not communicate with each other via radio communications. This created a public safety issue for personnel responding to emergency incidents from the Sheriff's Office, Tallahassee Fire Department, Emergency Medical Services, Emergency Management, Public Works and Facilities Management.

In July 1999, the City, County and Sheriff entered an interlocal agreement to join the system. In 2009, after an investment of almost $20 million (approximately $10 million each from the County and City) and significant upgrades to the system were implemented, the Sheriff and the County became 50% owners of the system. The current annual operating costs to support the 800 MHz system is $3.2 million with the County paying $1.6 million.

In 2017, a joint City and County replacement plan for the 800MHz radios was established to ensure that the functionality of the radios in the County's inventory was maintained. In conjunction with the County, the City Radio Communications Shop began purchasing radio replacement parts (face plates, knobs, and antennas) and after-market used radios from Motorola. The intent was to begin using the replacements parts and used radios to avoid the need to purchase new radios until FY 2023.

There are several factors that have caused a re-evaluation of the radio replacement timeline.

- Age of the existing inventory. Most of the radios in the system were purchased in 2009 and are past the average seven to ten-year useful life. Most of the radios used by the Emergency Medical Services (EMS) were purchased in 2003 when the County took over the ambulance service from Tallahassee Memorial Hospital.
- Motorola support of the existing radios. Motorola advised that after April 2021, batteries for several of the radio models in the system inventory would not be able to be purchased any longer from Motorola.
- Motorola offering a volume discount for the County and City to simultaneously replace their respective radio inventories.
- Motorola has offered the City and County the ability to expedite the radio replacement timeline by deferring any payment until at least FY 2023 and offering favorable financing rates.

Given the age of the radios, and in consideration of overall public safety, it is prudent for the City and the County to explore the option to accelerate the replacement timeline. The total number of radios in the County inventory is 1,180. A review of the County and Sheriff radio inventories and current usage shows that the number of new radios can be reduced to 1,073 saving the replacement costs of 107 units.

The County's estimated total costs is dependent upon the choice of financing scenarios and total number of radios purchased, buy back credits applied for the existing parts and the used radios inventory, and an additional credit for implementation of the joint Real Time Crime Center mentioned previously in this summary.

County and City staff have preliminarily met with Motorola representatives concerning the cost of replacing all radio units. An initial cost proposal totaling $14.9 million was provided by Motorola for all radios to support the County, Sheriff, and the City. The County and Sheriff's share of the one-time radio replacement cost is an estimated $5.2 million, and the City's an estimated $9.7 million.

To reduce the impact to the County financing of new radio units, fund balances in the Fire and Emergency Medical Service Funds have been intentionally accumulated to purchase the Volunteer Fire Department and EMS radios. The use of these fund balances will reduce any equipment financing by $2.0 million, from $5.2 million to $3.2 million. Based on current favorable market conditions and the deferral of any payments until the following fiscal year, the annual payments would be an estimated $400,000 a year for nine years beginning in FY 2023. This cost would be considered as part of subsequent budget processes.

Household Hazardous Waste Program Service Enhancements

To enhance services for the Household Hazardous Waste (HHW) program, a new centrally located drop off site was proposed. The newly proposed site would be centrally located at the Public Works complex off Blair Stone and Miccosukee Road. Current operations provide full-service at the Solid Waste Facility off Apalachee Parkway, and the drop off locations at the rural waste sites in Woodville, Ft. Braden, and Miccosukee communities. The Hazardous Waste Facility off Apalachee Parkway is full-service supporting residential household chemical items and electronics, as well as commercial customers. As an added convenience, the rural waste sites accept the most common household items and electronics.

Prior to COVID service interruptions, the Hazardous Waste program hosted a monthly remote collection event for residential customers. This event occurred once a month (September through May) in the parking lot of the Public Works complex to provide a convenient central drop-off option. The event was popular, with several hundred participants on any given month. Due to COVID, these monthly events were canceled. Although the HHW Center and the Rural Waste sites remained open, over all participation numbers dipped in the first few months of COVID. However, by summer 2020 overall program participation numbers returned to pre-COVID levels with customers traveling to the HHW Center and making greater use of the

rural waste sites. Despite the overall leveling of participation, staff examined opportunities to continue a centrally located drop off feature for the added convenience.

A solution was identified allowing for drop off seven-days a week at Public Works, a vast service enhancement from the prior once a month offering. The existing services at the HHW Center and rural waste sites will continue unchanged. With this enhanced service approach, a small building will be placed in the lower Public Works complex, near Fleet Management allowing citizens to drop off materials. The building will be relocated from another County facility, avoiding construction costs, and routinely serviced by HHW staff, transporting the items back to the central HHW Center.

To provide for the enhanced service, a Hazardous Waste Technician was proposed. Funding for this position is provided through the tipping fee and will also be offset by a $28,000 reduction in program overtime no longer necessary to fund staffing for the monthly collection events. Since the monthly hazardous waste collection events were canceled for public safety during COVID, it was approved that this service enhancement and position commence in FY 2021.

Tourism Marketing

The financial impact of the COVID-19 pandemic on the Tourism industry in Tallahassee-Leon County has been devastating and although Tourism is slowly coming back, the industry continues to be impacted and the County is not anticipating a full recovery until late 2022, at the earliest. While the Tourist Development Tax (TDT) revenue collections continue to trend in the right direction, collections are down 33% year-over-year and have not yet made a full recovery to pre-pandemic levels. As a result, the Division of Tourism's Marketing/Advertising budget was drastically reduced by 48% in FY 2021 and is estimated to still be down by 41% in FY 2022 compared to pre-pandemic funding levels to align with projected shortfalls.

Use of $750,000 of the ARPA revenue replacement funding is vitally important and will augment the Division of Tourism's Marketing/Advertising budget by aggressively targeting drive-market travelers showcasing Tallahassee-Leon County as a naturally scenic mid-sized community in Florida that is not saturated with large crowds and has an abundance of parks, greenways, inspirational art, safe events, outdoor dining options, a favorable business climate and outdoor recreation including more than 700 miles of trails for biking, hiking, paddling, and equestrian activities. To reach the targeted audience, the Division of Tourism will heavily utilize media/advertising, sports bids and events, concerts, creative asset development, and media to convey the undeniable beauty of the area and the unexpected nature of our community is better than ever.

Conclusion

As discussed in this overview, the global COVID-19 pandemic is a human tragedy of historic proportions, which has had an unprecedented economic impact that resulted in a global recession. Due to previous fiscal planning, Leon County has been able to continue to provide essential services, while keeping the community safe. By reducing spending at the beginning of the pandemic, producing a fiscally constrained FY 2021 budget and the targeted and intentional use of Federal ARPA funding, the County's FY 2022 budget has no tax or fee increases, no net increase in general revenue positions, reduced use of fund balances, growing reserves, enhancing service delivery, no operating reductions, maintaining and strengthening the County's capital infrastructure and continuing to invest in making the community stronger by leveraging partnerships and supporting those most in need.

While the economy is recovering more quickly than after the Great Recession, a full recovery is not anticipated until 2023. Through best fiscal practices, the County's strong financial foundation was established over many previous budget cycles by using budget discipline, sound financial planning and an organization-wide focus on innovation, cost avoidance and efficiency. During previous recessions and downturns in the economy, the County maintained fees and passed on significant property tax savings to citizens. Similarly, the FY 2022 tentative budget does not include any tax or fee rate increases.

Budget Overview

Similar to when the Country came out of the Great Recession, the County again is addressing significant fiscal issues in a deliberate and fiscally constrained manner. It bears repeating that these actions provide the necessary resources to continue maintaining the County as a financially viable organization with the ability to withstand the impacts of the COVID-19 pandemic.

Even with the continued economic uncertainty surrounding COVID, due to this long-term fiscal planning, before and during this unparalleled challenge, Leon County government fiscal resilience has not gone unrecognized. As acknowledged by Moody's Investor Service in its February 5, 2021 annual release Leon maintained a Aa2 credit rating while many other state and local governments have experienced volatility in credit ratings.

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

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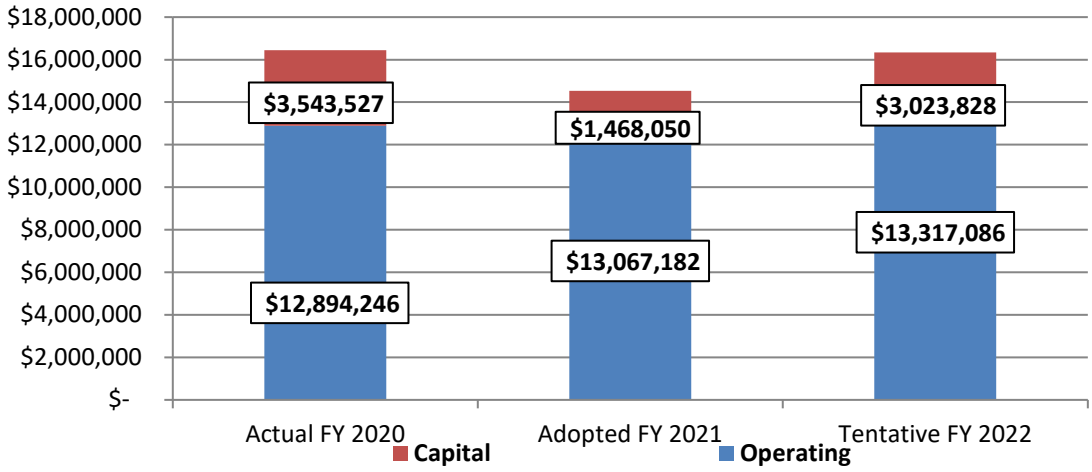
Culture & Recreation

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

County Fact: *Served over 1,200,000 customers through the Library System and managed nearly 1,400,000 checked out materials in FY 20, including print, DVD, audio, e-books, computers and more.*



Culture & Recreation Funding FY 2020 thru FY 2022



Funding

- Total Funding: $16,340,914
- 12.4% Increase
- 5.6% of Total Budget

FY 2022 Culture & Recreation Highlights

- The addition of three new positions and associated operating costs, including a Park Attendant and a two - person crew (Crew Chief and Maintenance Technician) to maintain service levels related to increased park acreage. These position additions were offset by reductions in other County divisions.
- $600,000 for Parks and Greenways Capital Maintenance.
- $502,312 from Livable Infrastructure for Everyone (L.I.F.E) funding for parks maintenance and boat landing upgrades ($80,000).
- $400,000 in capital improvements including space modifications, furnishing and fixtures, for the main and branch libraries in support of the Essential Libraries Initiative.
- $287,030 in capital funding for Library technology, including security cameras and radio frequency identification (RFID) equipment leases.

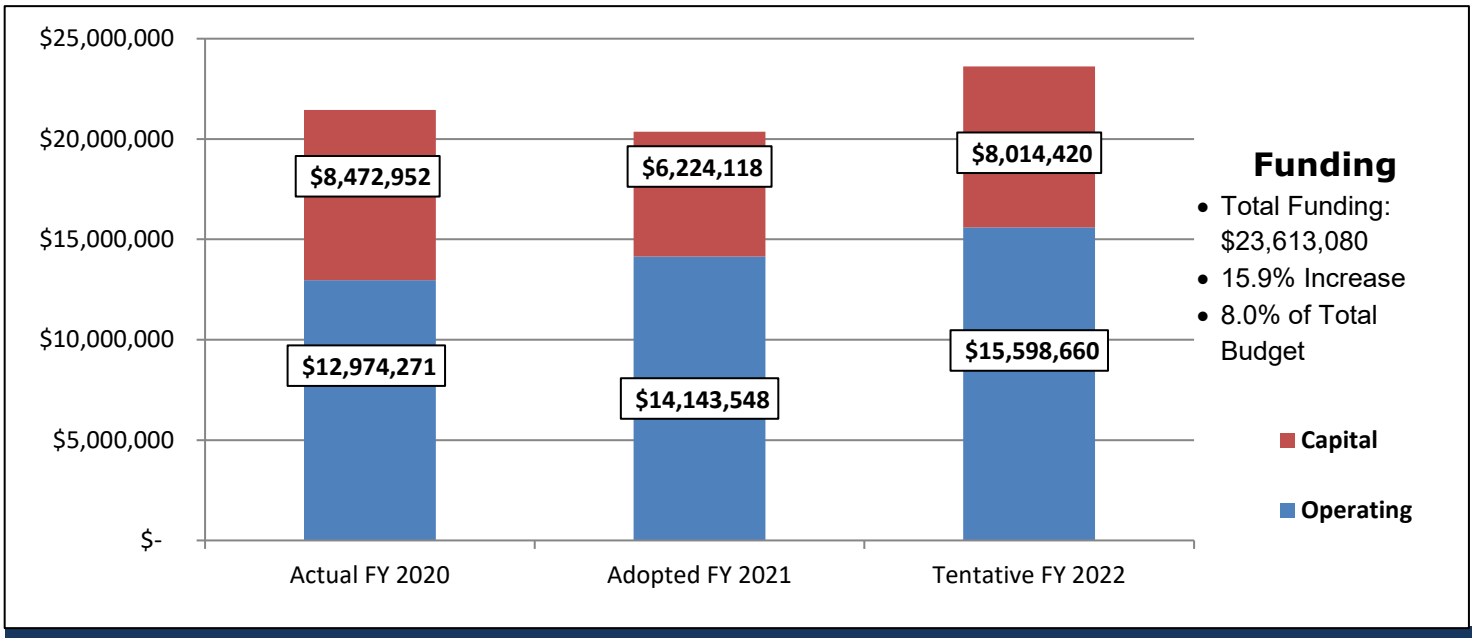
Transportation

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



County Fact: *Responded to more than 12,100 requests for services via e-mail, telephone, personal contacts and the Citizens Connect mobile app.*

Transportation Funding FY 2020 thru FY 2022



FY 2022 Transportation Highlights

- $4.27 million for resurfacing portions of the County's arterial/collector and local roads system.
- $160,200 for refurbishing pavement markings on the County's arterial/collector road system.
- $2.54 million for the Sidewalk Program in the unincorporated areas of the county.
- $1.06 million for Public Works vehicle and equipment replacements.
- $125,000 in Livable Instructure for Everyone (L.I.F.E.) funding to support the County's Street Lighting Program and $100,000 for Rural Road Safety Stabilization in the unincorporated area.
- $12,590 for the Proctor Road Stabilization Project.

Budget Overview Highlights

Public Safety

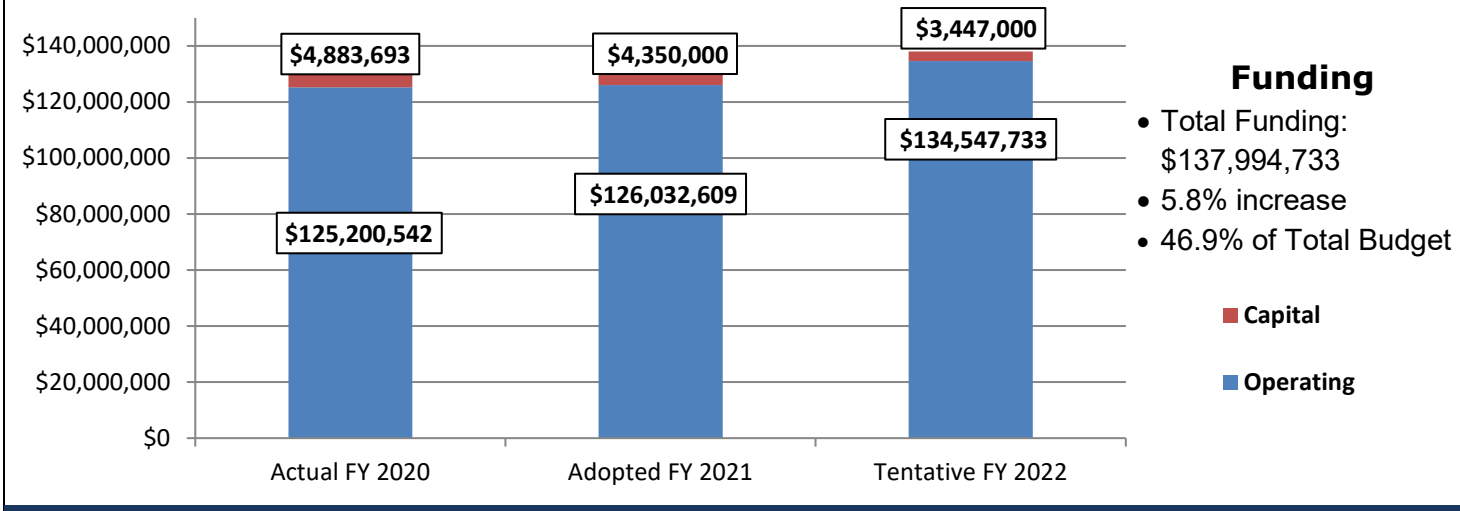
A broad range of services that ensure the security of both persons and property, provided by Leon County, including:

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



County Fact: The Emergency Operations Center (EOC) was activated on March 10, 2020 to respond to COVID-19 and was active for 533 consecutive days (as of September 1, 2021), the longest in County history. The previous longest activation was 8 days for Hurricane Michael.

Public Safety Funding FY 2020 thru FY 2022



FY 2022 Public Safety Highlights

- 67% of the total FY 2022 Public Safety budget is allocated in support of Leon County Sheriff operations, including $49.7 million for Sheriff Law Enforcement and $42.3 million for Detention/Corrections. The budget includes the addition of ten positions, three Deputies for a mental health unit, two Correctional Officers, two Community Relations Specialists, one Crime Scene Specialist, one Digital Forensic Examiner, and one Crime Analyst; Emergency Management ($1,615,520).
- $2.09 million in Detention Center capital improvements.
- $1.18 million in EMS replacement vehicles and equipment.
- $24.7 million for Emergency Medical Services, including funding for two new Emergency Medical Technician positions to provide support to the ambulance fleet and reduce the reliance on EMTs to provide backup coverage for logistical operations.
- Funding one Building Inspector position needed to maintain inspection time frames related to increased building permitting and the related required inspections.

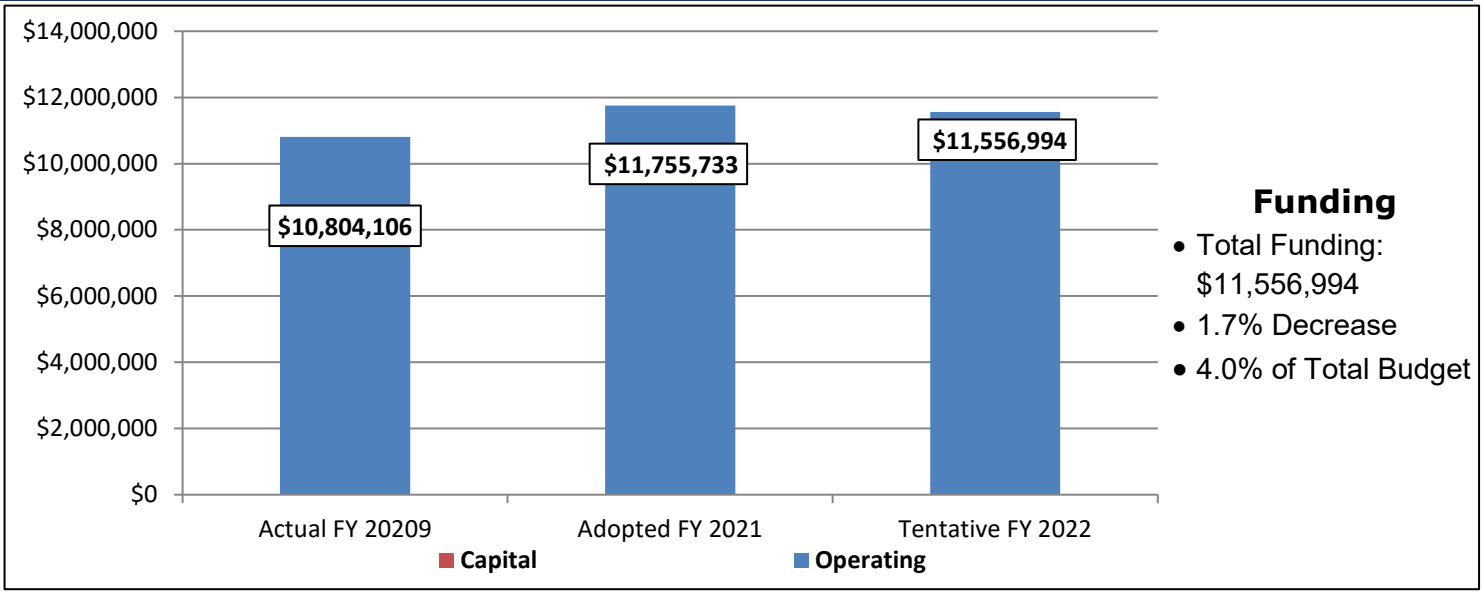
Human Services

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



County Fact: Contributed $1,323,768 to help fund more than 7,500 visits for primary care, dental care and mental health services for uninsured and low-income residents at Neighborhood Medical Center, Bond Community Health Center and Apalachee Center.

Human Services Funding FY 2020 thru FY 2022



Funding

- Total Funding: $11,556,994
- 1.7% Decrease
- 4.0% of Total Budget

FY 2022 Human Services Highlights

- $3.16 million for the continued support of Medicaid, a decrease of $264,050 from FY 2021.
- $1,836,838 in continued support of Primary Health Care.
- $645,096 for the Medical Examiner contract, a $63,680 increase; and an additional $11,000 in operating expenses for morgue equipment.
- $237,345 in support of the Health Department.
- $100,000 in continued funding to support debt service for the capital construction of the Kearney Center.
- Reduction of a Crew Chief I position in Mosquito Control, which was realigned to Engineering Services to support a new Mechanical, Electrical and Plumbing Engineer position.

Physical Environment

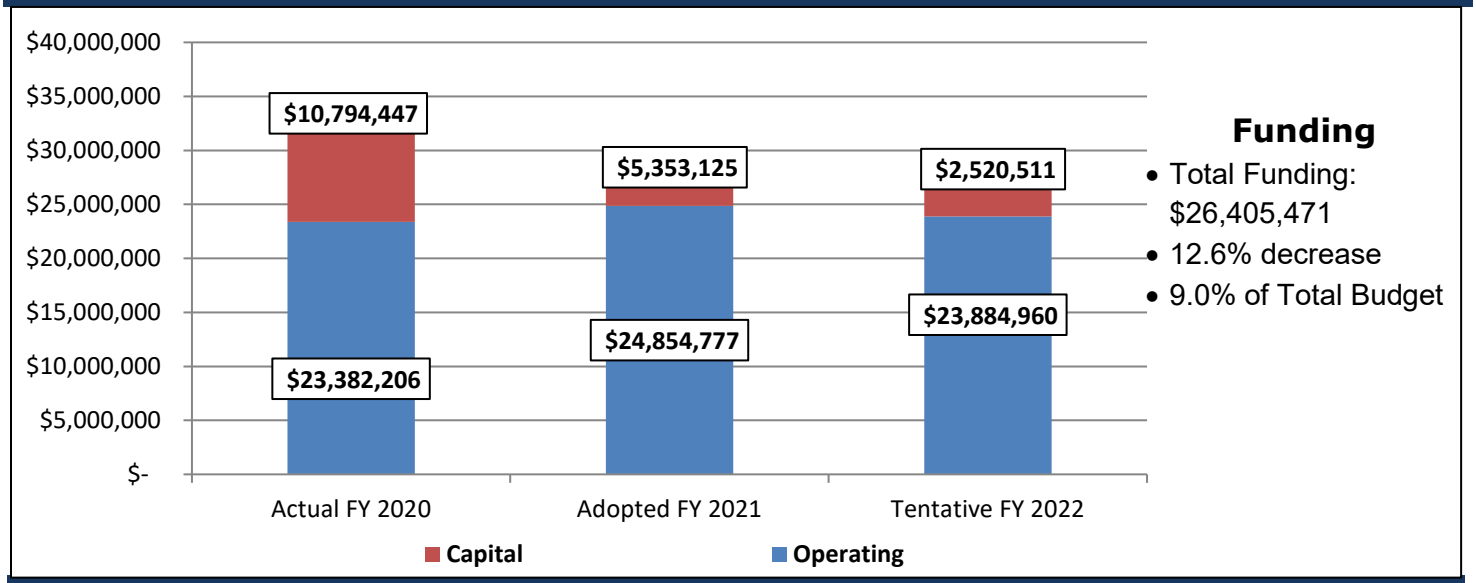
A broad range of services provided by Leon County that achieve a satisfactory living environment by controlling and utilizing elements of the environment, including:

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

County Fact: Development Services reviewed and approved 41 site and development plan applications, 42 minor subdivision applications, 1,079 land use compliance applications and issued 32 concurrency certificates and 200 permitted use verifications.



Physical Environment Funding FY 2020 thru FY 2022



FY 2022 Physical Environment Highlights

- $165,000 for Transfer Station Heavy Equipment Replacement.
- $468,000 for Stormwater Vehicle and Equipment replacement.
- $448,037 in continued funding in support of Cooperative Extension.
- $300,000 for preventative maintenance for stormwater infrastructure throughout the County.
- $298,500 for the Geographic Information Systems (GIS) Basemap Update.
- $240,000 for Lake Henrietta stormwater project.
- A reduction of one Planner II position in Development Services due to the reallocation of workload.

Budget Overview Highlights

Economic Environment

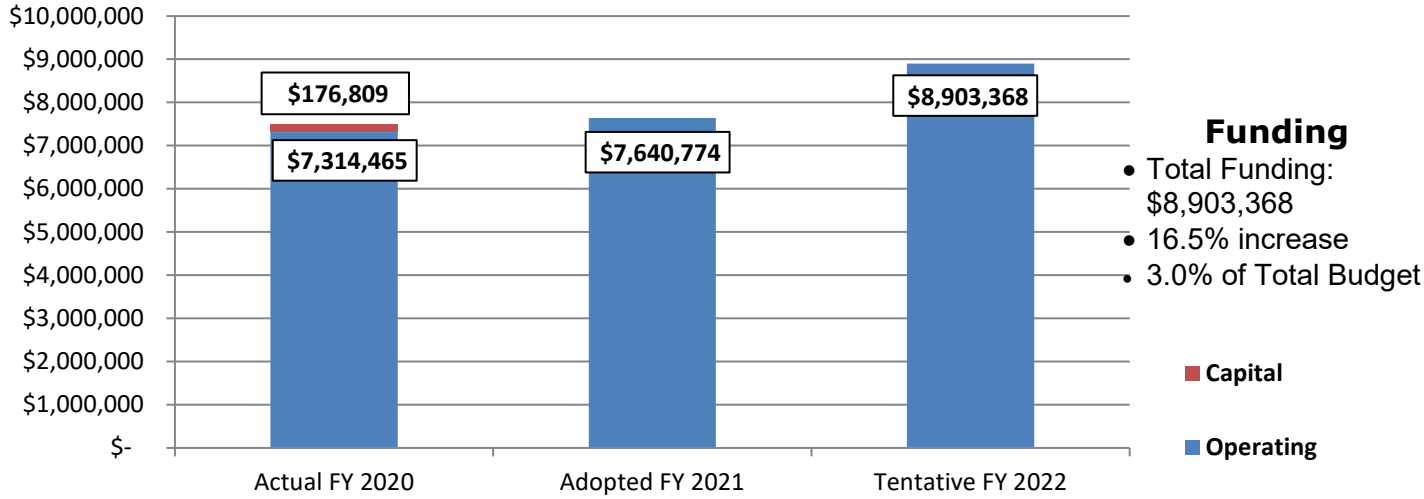
A broad range of services provided by Leon County designed to develop and improve the economic condition of the community and its citizens, including:

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



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

Economic Environment Funding FY 2020 thru FY 2022



FY 2022 Economic Environment Highlights

- Tourist Development Tax (TDT) revenue is projected to be $1.01 million per penny in FY 2022, a 15.6% increase from the $877,347 projected in FY 2021 due to the COVID-19 pandemic. While TDT revenue collections continue to trend in the right direction, collections have not yet made a full recovery to pre-pandemic levels. However, the modest increase anticipated for FY 2022 allows for the restoration of funding for marketing and advertising activities and Signature and Legacy Event grant funding.
- Allocated $250,000 in Tourism Development funding to continue the implementation of the Apalachee Regional Park Master Plan.
- FY 2022 payments to the Community Redevelopment Agency remained relatively level at $3,511,976. The Frenchtown District increased by 3.89% while the Downtown District decreased by 5.74%.
- $358,291 for continued funding for the Veteran's program.

Budget Overview Highlights

Court Related Services

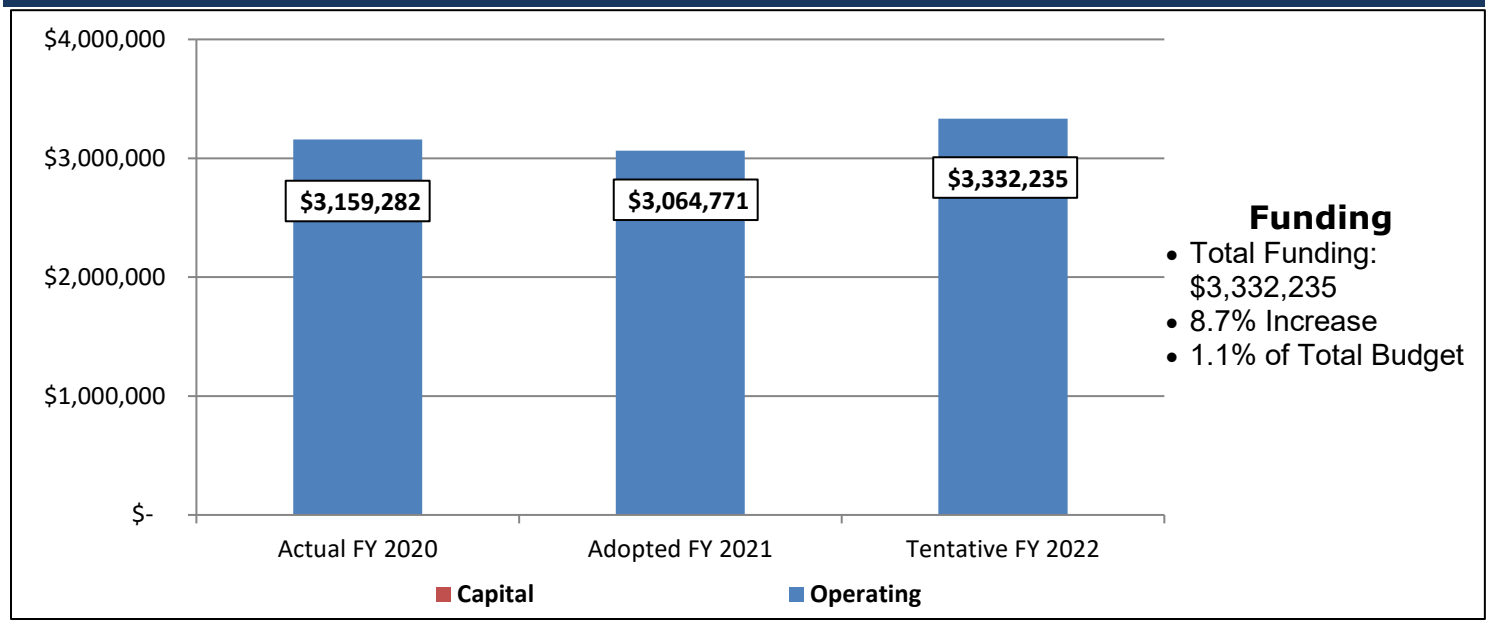
A broad range of services provided by the Judicial Branch of Leon County government in accordance to Article V of the state constitution, including:

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



County Fact: *In FY 2020, the Guardian Ad Litem program represented 514 Leon County children in court proceedings.*

Court Services Funding FY 2020 thru FY 2022



Funding

- Total Funding: $3,332,235
- 8.7% Increase
- 1.1% of Total Budget

FY 2022 Court Services Highlights

- $1,289,909 in funding for the state Juvenile Justice detention payment, an increase of $115,128.
- $268,715 for technology for the State Attorney and Public Defender.
- $133,820 for courtroom technology.
- $60,000 for courtroom minor renovations.
- $80,000 for Courthouse security.
- $50,000 for the initial planning for the Justice Information System (JIS) Upgrade.
- Continued funding of Teen Court, Law Library, Legal Aid, and the Guardian Ad Litem (GAL) program.
- The actuals and budgets do not reflect all costs related to Article V, which was $8.65 million in FY 2020. Costs related to facilities, communications, and information technology are budgeted separately in Facilities Management and the Office of Information Technology's operating and capital budgets.

Leon County Fiscal Year 2022 Tentative Budget

Budget Overview Highlights

General Government Services

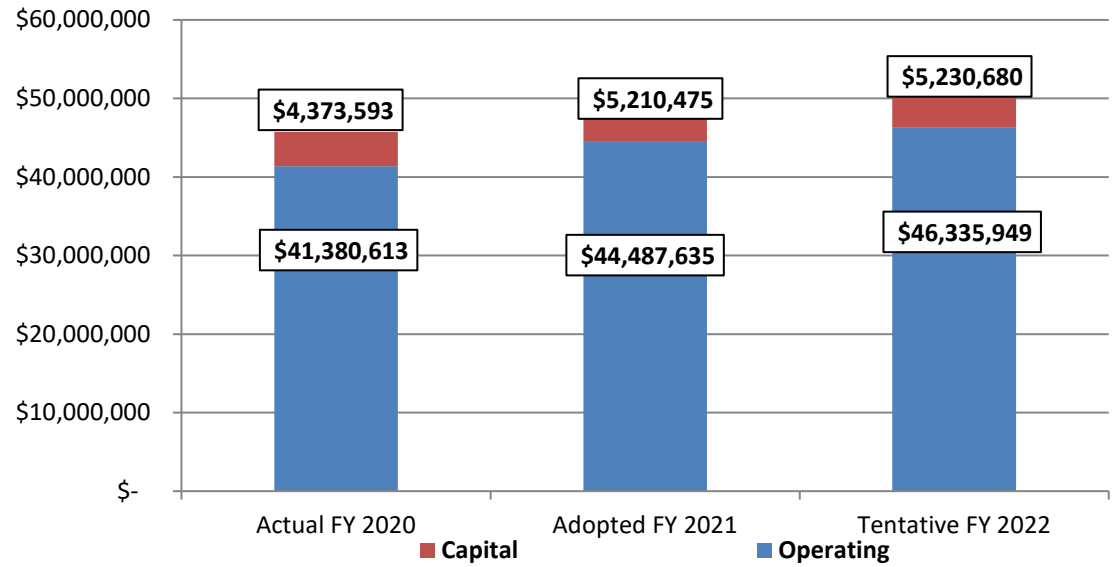
A broad range of general services associated with operating the Leon County government, including:

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

County Fact: *The Office of Information Technology facilitated over 1,000 Zoom meetings for various departments and implemented an extensive work from home strategy in a matter of days providing over 300 County employees a safe and secure way to work remotely during the pandemic.*



General Government Funding FY 2020 thru FY 2022



Funding

- Total Funding: $51,566,629
- 3.8% increase
- 17.5% of Total Budget

FY 2022 General Government Highlights

- $15,952,636 in support of Constitutional Officers including: Property Appraiser ($5,350,215); Tax Collector ($5,612,706); and the Supervisor of Elections ($4,989,715), which includes an $439,185 increase in support of new voting legislation enacted in FY 2021 and the implementation of census redistricting requirements.
- $1,261,386 for building mechanical repairs and replacements, and roofing repairs and replacements.
- $717,999 for new and general vehicle and equipment replacements.
- $550,000 for compute infrastructure such as the digital phone system, maintaining file servers, and the network infrastructure.
- $530,000 in building infrastructure improvements.
- $25,000 for the Period Poverty Program to provide feminine hygiene products in County restrooms.

Other Expenses & Debt Services

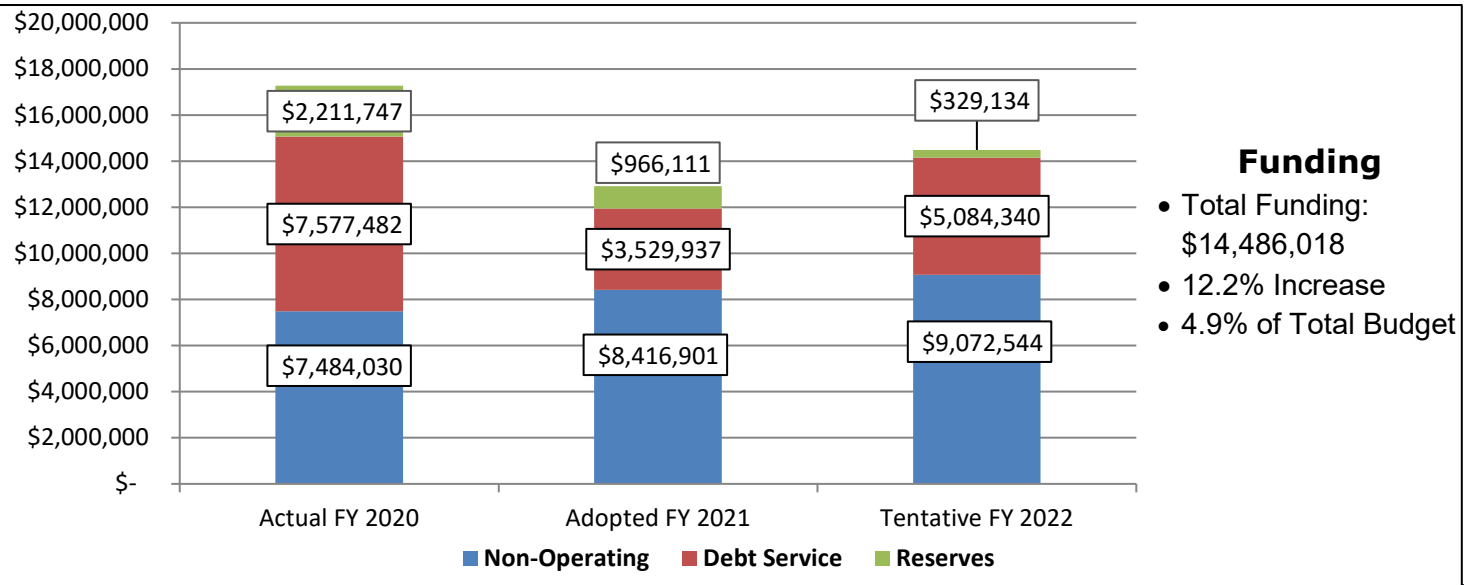
Non-operating funding is for those activities for which costs do not apply solely to any specific County department's function, but are either applicable to the operation of County government as a whole, or are provided for the public good. Non-Operating expenditures support:

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



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

Non-Operating & Debt Service Funding FY 2020 thru FY 2022



Funding

- Total Funding: $14,486,018
- 12.2% Increase
- 4.9% of Total Budget

FY 2022 Debt Service/Reserves Highlights

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

In FY 2022, Leon County budgeted $5,084,340 for debt service, a 44% increase from the FY 2021 budget. The increase is attributed to a $5.4 million loan for the acquisition of the Supervisor of Election Voting Operation Center and payment of the Energy Saving Performance Contract (ESCO) lease financing which replaces lighting and mechanical equipment at the Courthouse, Annex and Sheriff Detention Facility.

Leon County budgeted $329,134 for reserves in FY 2022 to account for unforeseeable events and/or changes in market conditions such as rising fuel and energy costs.

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

The following table shows the monthly costs for County Government services paid for with property tax revenue. The example depicts the FY 2022 average taxable value[1] ($133,931) of an average assessed[2] home ($183,931) with a $50,000 homestead exemption as specified in the January 2008 voter approved property tax reform referendum.

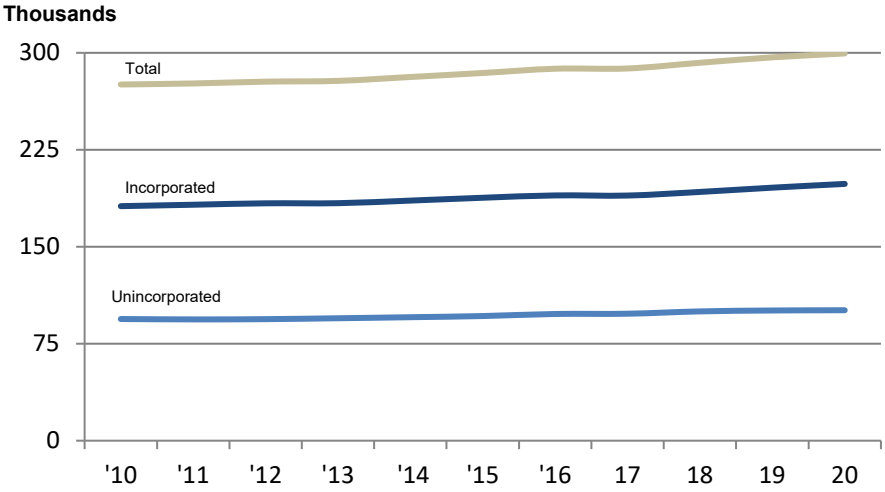
Services	FY 2022 Ad Valorem Tax Bill $1,180	FY 2022 Monthly Cost	FY 2022 Percent of Ad Valorem Taxes
Sheriff - Law Enforcement	325.56	27.13	27.59%
Sheriff - Corrections	236.75	19.73	20.06%
Emergency Medical Services	74.43	6.20	6.31%
Facilities Management	69.70	5.81	5.91%
Health & Human Services	58.95	4.91	5.00%
Library Services	41.11	3.43	3.48%
Management Information Services	36.85	3.07	3.12%
Tax Collector	36.75	3.06	3.11%
Property Appraiser	35.03	2.92	2.97%
Other Non-Operating/Communications	33.58	2.80	2.85%
Supervisor of Elections	32.67	2.72	2.77%
Other Criminal Justice (Probation, DJJ, Diversion)	31.98	2.67	2.71%
Administrative Services[3]	23.79	1.98	2.02%
Capital Improvement	23.63	1.97	2.00%
Community Redevelopment - Payment	22.99	1.92	1.95%
Veterans, Volunteer, Planning, Economic Development	15.69	1.31	1.33%
Board of County Commissioners	12.68	1.06	1.07%
Geographic Information Systems	11.78	0.98	1.00%
800 MHz Radio Communication System	11.63	0.97	0.99%
Clerk of Circuit Court	9.40	0.78	0.80%
Financial Stewardship[4]	8.69	0.72	0.74%
Court Administration and Other Court Programs[5]	7.69	0.64	0.65%
Risk Allocations	6.40	0.53	0.54%
Mosquito Control	5.27	0.44	0.45%
Sustainability/Cooperative Extension	5.03	0.42	0.43%
Budgeted Reserves	1.31	0.11	0.11%
Line Item Agency Funding	0.65	0.05	0.06%
Total	**$ 1,180.00**	**$ 98.33**	**100.00%**

1. The Taxable Value is the value the millage rate is multiplied against to calculate taxes (Assessed Value less $50,000 homestead exemption).
2. The Assessed Value is the value of property as calculated under the Save Our Homes (SOH) cap, which for FY 2021 is 1.4%.
3. Administrative Services include: County Administration, the County Attorney's Office, Strategic Initiatives, Community and Media Relations, and Human Resources.
4. Financial Stewardship includes: Office of Management and Budget (OMB), Real Estate, and Purchasing.
5. Other Court Programs include: the State Attorney, the Public Defender, and funding for the Jail Detention/Mental Health Coordinator positions and diversionary programs.

Leon County Fiscal Year 2022 Tentative Budget

Community Economic Profile

Population

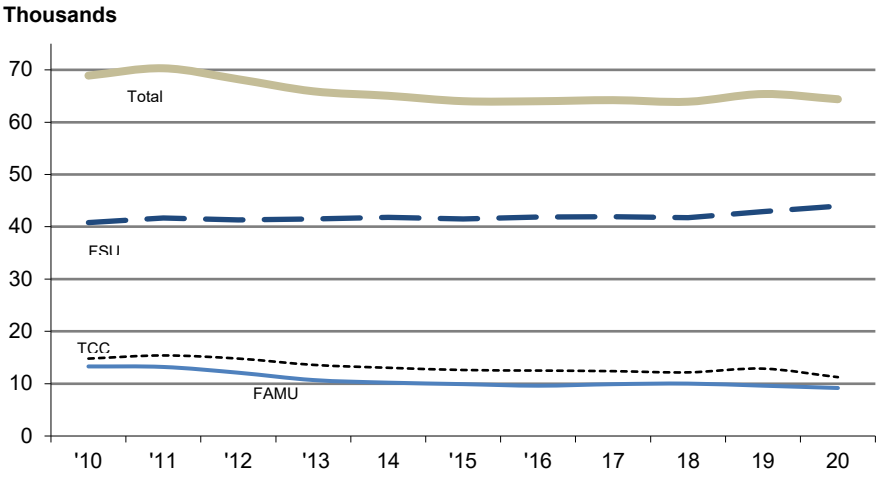


Sources:
- 2020 Population Estimates and Projections from Tallahassee/Leon County Office of Economic Vitality

According to the 2020 estimates from the Tallahassee-Leon County Office of Economic Vitality, the current Leon County population is 299,484 where 66% represents the incorporated area and 34% represents the unincorporated area. Total county population estimates grew by 1.01% from 2019. The total population has seen an 8.71% increase since the 2010 Census.

Leon County had the highest growth rate of neighboring counties at (8.71%) since the 2010 Census. Wakulla (10.41%), Gadsden (-0.35%) and Jefferson (-2.49%).

Higher Education Enrollment



Source: 2020 Population Estimates and Projections from Tallahassee/Leon County Office of Economic Vitality

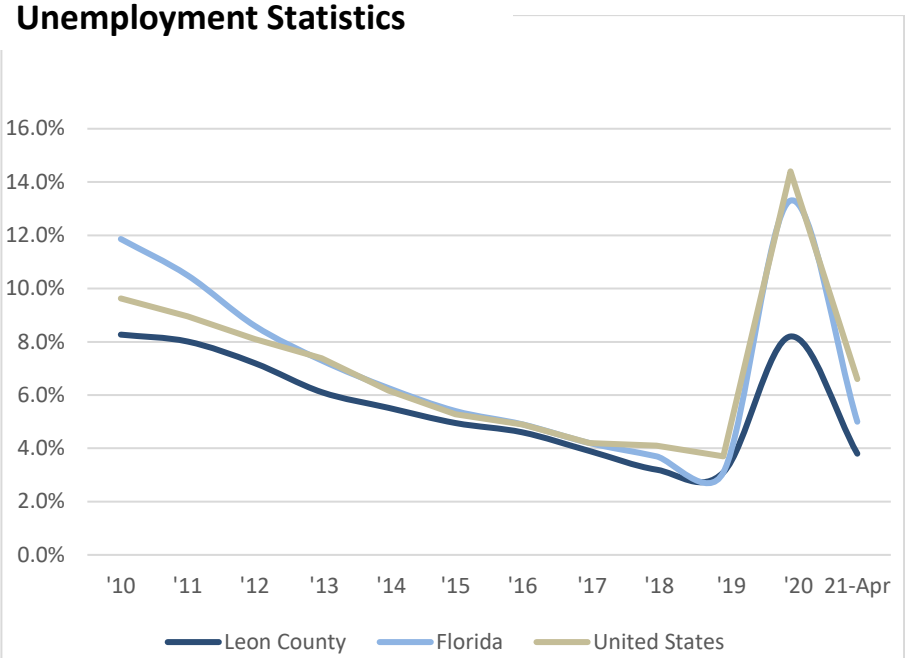
Three institutions of higher learning are located in Tallahassee: Florida State University (FSU), Florida Agricultural & Mechanical University (FAMU), and Tallahassee Community College (TCC). Total enrollment for Fall 2020 was 64,387, a decrease of 996 students from Fall 2019.

Fall 2020 enrollment shows an increase of 2.51% for FSU while TCC and FAMU show a decrease in enrollment for Fall 2020 of -12.66% and -4.59% respectively.

Leon County Fiscal Year 2022 Tentative Budget

Community Economic Profile

Unemployment Statistics

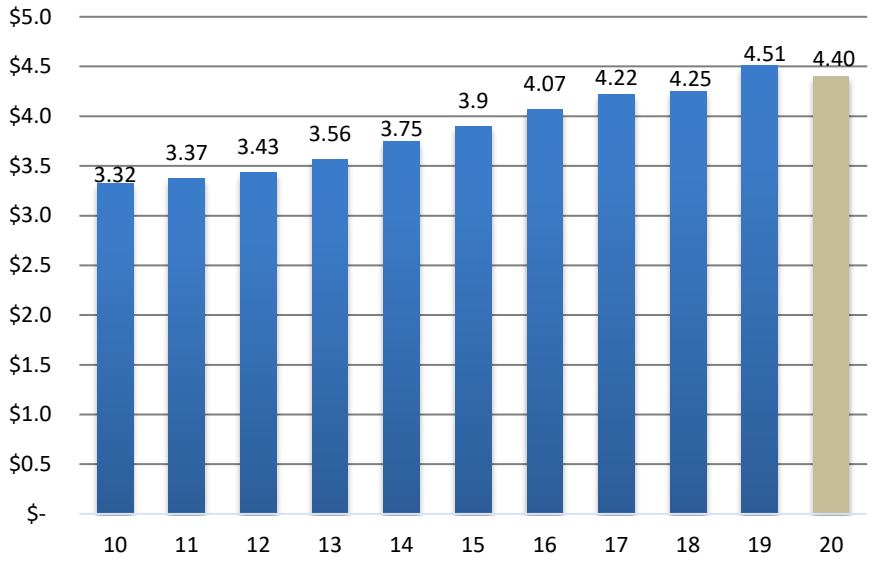


*Source: 2020 Office of Economic Vitality, Workforce, and Income Unemployment Rate Annual Average

Unemployment rates are a traditional indicator of economic health. Leon County's unemployment rate has remained below the state and national averages for the past ten years. Subsequent to the Great Depression in 2010, the state of Florida's unemployment rate peaked at 11.86%.

Prior to the Covid-19 pandemic, Florida's unemployment rate has been declining since 2011, when the rate was 10.49%. However, the COVID-19 pandemic and the sustained global economic disruption surrounding the public health emergency has impacted governments, businesses, and individuals across the world. Local Area Unemployment Statistics data shows that FY 2020 MSA unemployment rates, increased to 14.4% compared to April 2019, while the State increased to 13.3%. Preliminary unemployment rate for MSA was 3.8% in April 2021, which was 1.2 points below the State rate of 5.0%, and 2.8 points below US unemployment rate of 6.6%. Overall, the 2021 early trend is showing a return to 2019 numbers.

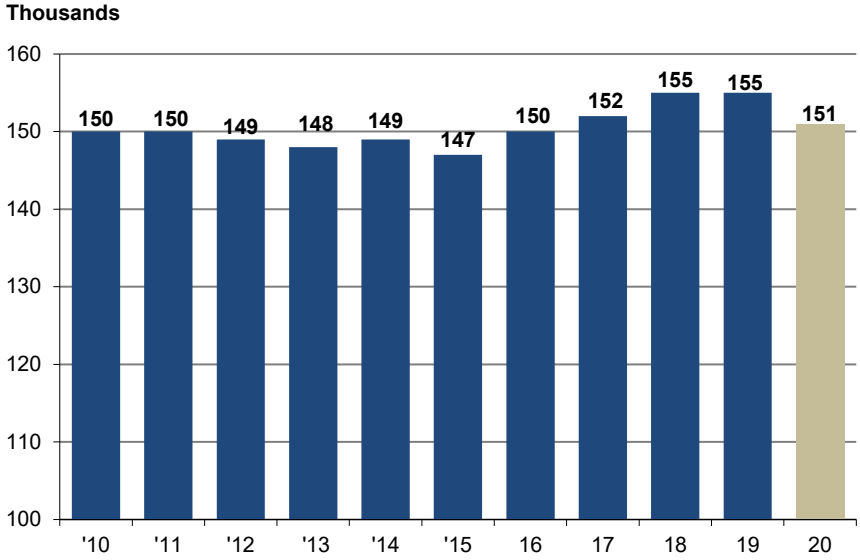
Taxable Sales



Source: Source: 2020 Office of Economic Vitality, Statistical data, Taxable Sales

Taxable sales data is commonly used as one indicator of regional economic activity. The data is derived from sales tax returns filed monthly by retail establishments with the Florida Department of Revenue. In 2020, taxable sales decreased by -3.56% or $160,738,228 million due to COVID-19's impact on consumer confidence.

Total Leon County Labor Force



Source: 2020 Office of Economic Vitality, Workforce and Income, Labor Force

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

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

MSA Employment by Industry – 2010 vs. 2020

Industry	*Employees 2010*	*% Employment*	*Employees 2020*	*% Employment*	*% Change*
Government	63,000	37%	61,300	35%	-3%
Education and Health Services	19,600	12%	23,800	13%	21%
Leisure and Hospitality	16,200	10%	16,800	9%	3%
Professional and Business Services	18,200	11%	21,100	12%	16%
Trade, Transportation, and Utilities	22,200	13%	23,000	13%	4%
Other Services	9,500	6%	8,400	5%	-11%
Financial Activities	7,500	4%	7,600	5%	3%
Construction	6,400	4%	9,000	5%	41%
Manufacturing	3,700	2%	3,100	2%	-17%
Information	3,100	2%	2,900	2%	-7%
Total	**171,300**	**100%**	**177,000**	**100%**	**5%**

Source: 2020 Office of Economic Vitality, Workforce and Income, Labor Force

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

The percentage of employment in Government has decreased since 2010, while Construction, Education and Health Services, and Professional and Business Services have increased, which reflects a somewhat more diverse economy. Trade, Transportation, and Utilities, Financial Activities, and Leisure and Hospitality have also increased over the ten-year period, while Manufacturing, Other Services, and Information showed decreases.

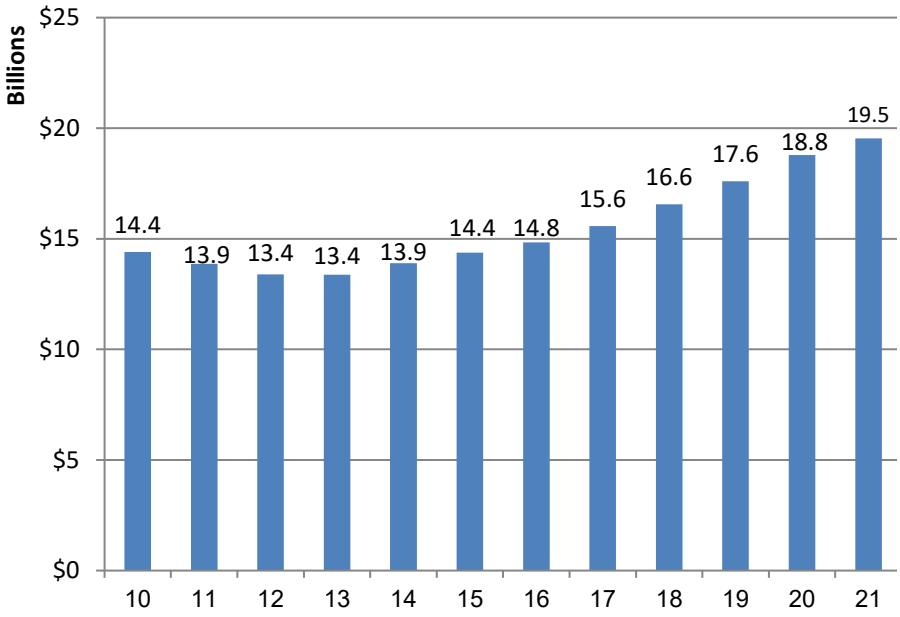
The largest increase over the past decade (in terms of percentage) has been in Construction, Education and Health Services, and Professional and Business Services, while Manufacturing has seen the largest decrease.

Total employment in these major industries for 2020 is an increase of 5% compared to 2010.

Leon County Fiscal Year 2022 Tentative Budget

Community Economic Profile

Taxable Value

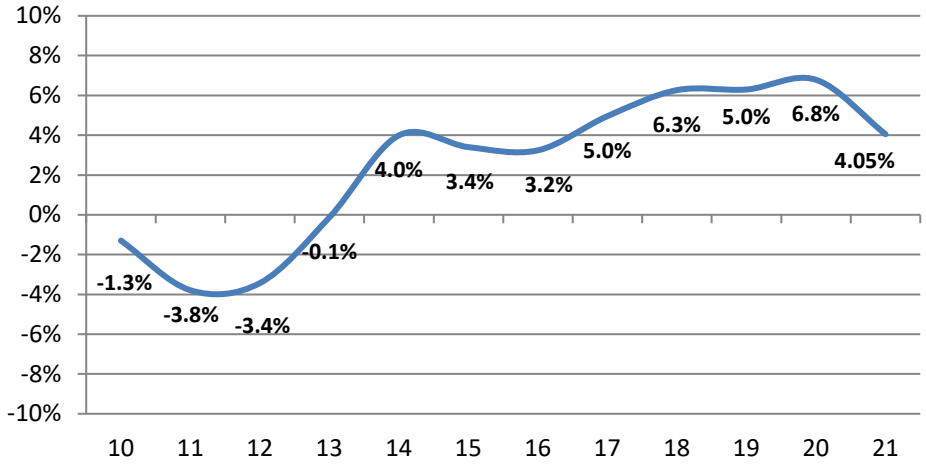


Source: Certification of Final Taxable Value, Forms DR-403v 2020 figures based on DR-420 Taxable Values provided by Leon County Property Appraiser (July 1, 2021)

From 2010 to 2013, valuations decreased by $1.0 billion, or 6.9%. This was largely due to the continuing recession and a repressed housing market. An improved housing market shows values increasing steadily from 2014 onwards. In FY 2018, property values increased by 6.27% from 2017 and 6.30% in FY 2019. Final values provided by the Property Appraiser for July 1, 2021 Increased by 4.05%.

Valuations from the prior year ending December 31 are used to develop the next year budget (i.e. 2020 valuations are used to develop the FY 2021/2022 budget).

Annual Percentage Change in Taxable Value



Source: Certification of Final Taxable Value, Forms DR-403v 2020 figures based on Taxable Values provided by Leon County Property Appraiser (July 1, 2021)

Fiscal year 2010 thru 2012 show the end of the six year downward turn in taxable values from the recession and a collapse of the housing market with 2013 being the first-year values increased.

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

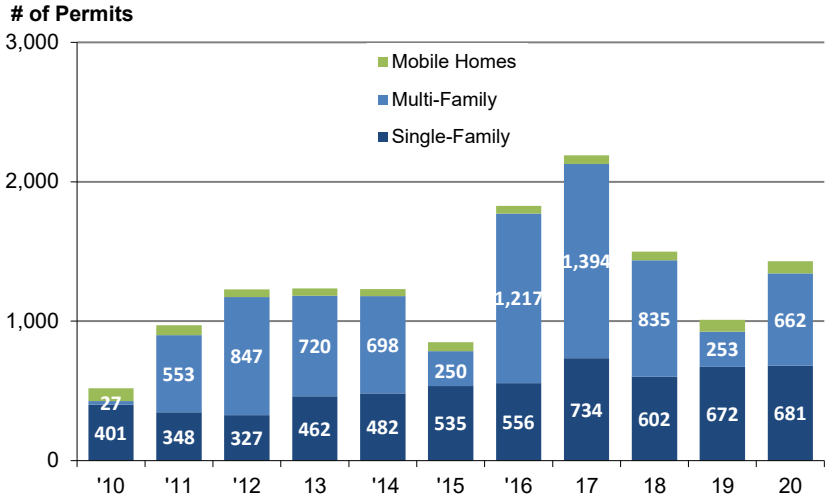
Principal Taxpayers

2019			2020		
Name	**Total Taxable Value**	**Total Taxes**	**Name**	**Total Taxable Value**	**Total Taxes**
Smith Interest General Partnership	$158,795,886	$2,966,025	Smith Interest General Partnership	$159,305,095	$2,984,834
Capital Regional Medical Center	$77,445,670	$1,466,343	Capital Regional Medical Center	$76,950,110	$1,434,431
Embarq Florida Inc./ Centurylink	$77,750,439	$1,460,502	The Standard at Tallahassee, LLC	$66,042,543	$1,248,765
Florida Gas Transmission Company, LLC	$77,990,112	$1,179,937	District Joint Venture, LLC	$61,465,108	$1,162,213
District Joint Venture, LLC	$57,733,813	$1,103,530	Florida Gas Transmission Company, LLC	$71,094,138	$1,060,932
Comcast Cablevision	$52,400,438	$958,548	Embarq Florida Inc./Centurylink	$55,371,942	$1,028,803
Wal-Mart Stores, Inc.	$51,505,524	$947,184	Wal-Mart Stores, Inc.	$55,388,061	$1,007,628
DRA CRT Tallahassee Center, LLC	$48,941,154	$935,466	Talquin Electric Cooperative Inc.	$64,323,211	$955,160
Woodlands of Tallahassee, LLC	$48,407,213	$925,260	Comcast Cablevision	$51,449,606	$929,870
Talquin Electric Cooperative	$59,437,606	$894,725	DRA CRT Tallahassee Center, LLC	$49,348,175	$928,637
Total	**$710,407,855**	**$12,837,520**		**$710,737,989**	**$12,741,273**

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

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

Residential Building Permits

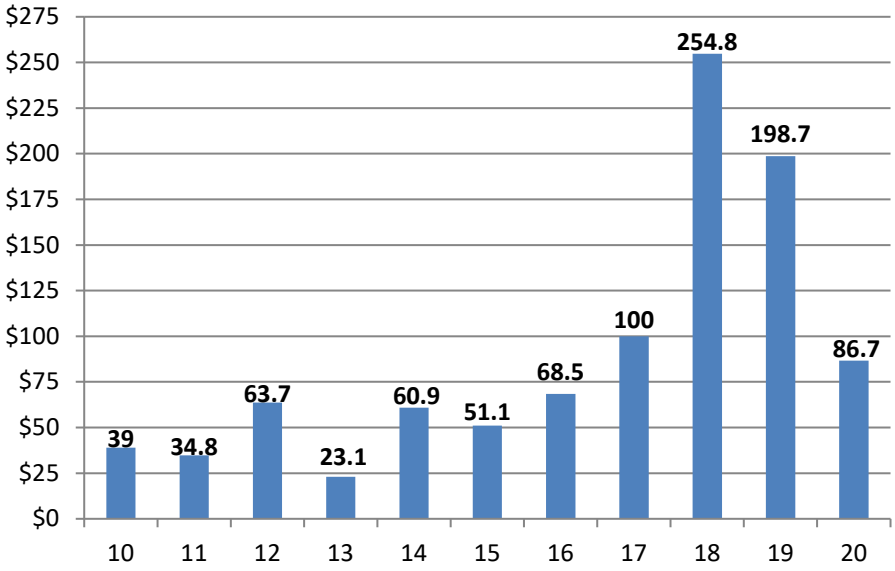


Source: Tallahassee-Leon County Office of Economic Vitality, 2020 Statistical Digest.

Since 2010, residential building permits have increased steadily with a slight decrease in FY 2015 and reaching its peak in FY 2016 and FY 2017 with large increases in multi-family permits for The Lumberyard, Players Club, Stadium Enclave, Quantum on West Call, College Town Phase III and Lullwater. In FY 20, there were 681 permits issued for new single-family (detached and attached) homes, the most since 2017. The effects of the COVID-19 pandemic has driven mortgage rates to record lows which allowed additional buyers to enter the home buying market.

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

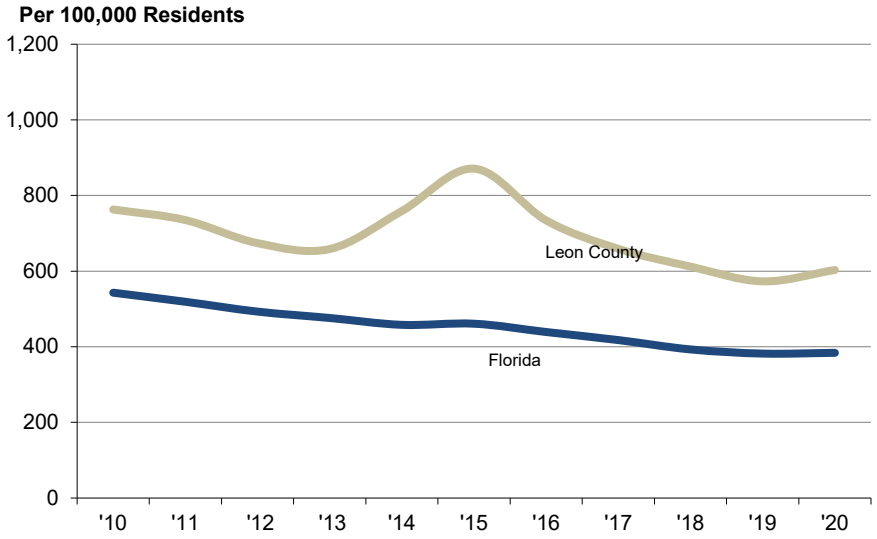
Value of Commercial Permits



Source: Tallahassee-Leon County Office of Economic Vitality, 2020 Statistical Digest.

Over the past 10 years, the number of commercial permits and value of these permits have been volatile. The Spike in 2012 was followed by a significant reduction the following year. The 2012 spike can be attributed to three large apartment buildings receiving new construction permits at the same time. The value of permits issued in 2018 is 155% higher than in 2017. This was the first time the value of commercial permitting reached $254 million. The value of commercial permits issued for new construction in 2020 totaled $86.7 million. Adjusted for inflation, total commercial permit value in the past five years was over $722 million, while total inflation-adjusted commercial permit value in the prior ten years totaled $982 million.

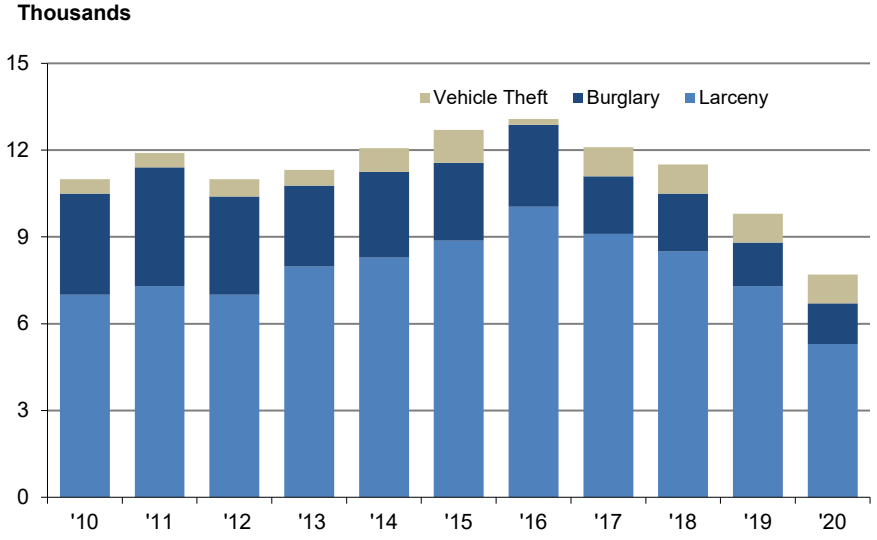
Violent Crime Rate



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

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

Crimes Against Property in Leon County

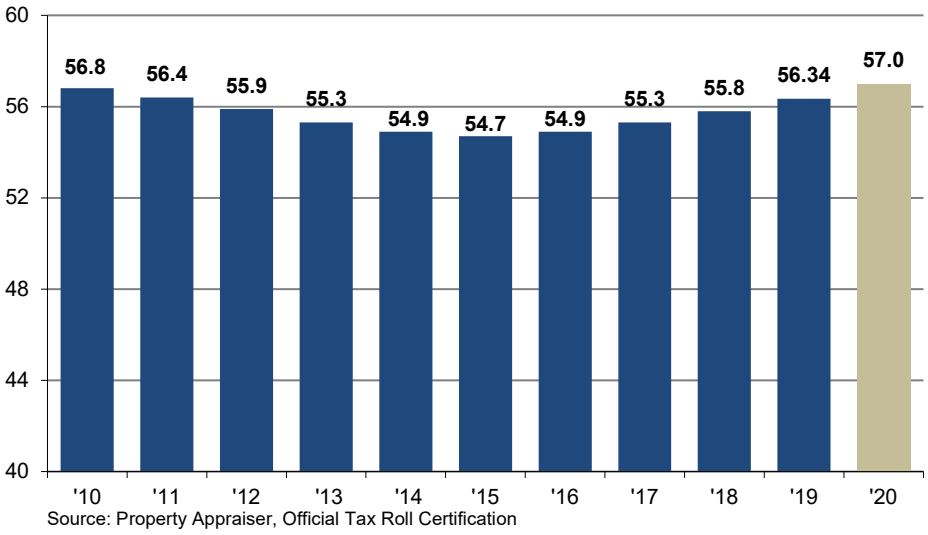


Source Tallahassee/Leon County Office of Economic Vitality/Florida Statistical Analysis Center, FDLE

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

Homestead Parcels

Thousands



Source: Property Appraiser, Official Tax Roll Certification

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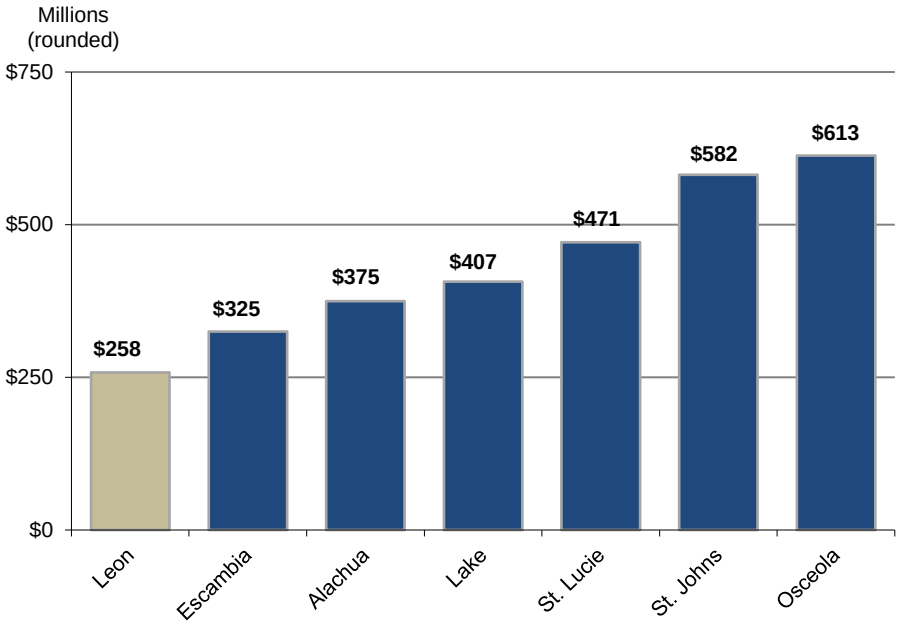
Continuing with the recession in 2010 and the recovery of a slumping economy, homestead parcels declined to 54,745 in 2015. Since 2016 homestead parcels have gradually increased and are at the highest level since the “Great Recession”. Peaking in 2020, the economic impact of the COVID-19 pandemic has driven mortgage rates to record lows which allowed additional buyers to enter the home buying market.

Comparative Data for Like-Sized Counties

Total Net Budget (FY21)

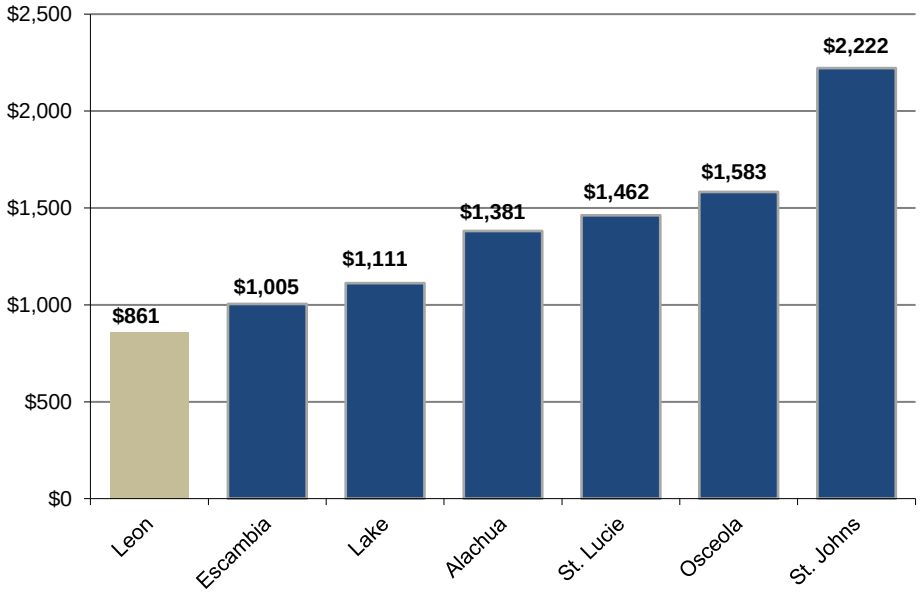


Leon County has the lowest operating budget among like-sized counties, with a net budget of $258 million. Escambia County's net budget is 26% higher than Leon County's.

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

Source: FY 2021 Leon County Office of Management and Budget Survey

Net Budget per Countywide Resident (FY21)

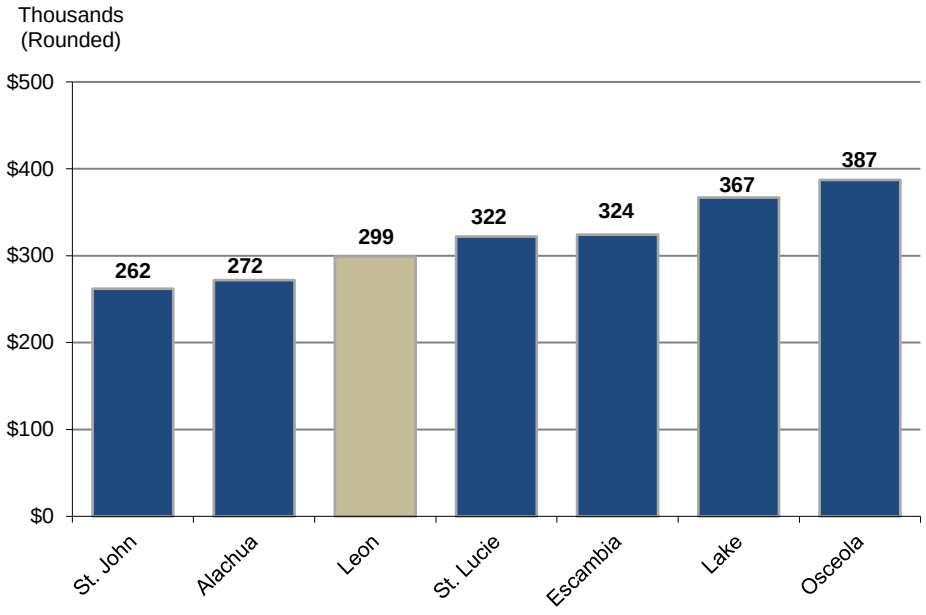


Leon County spends the least dollars per county resident of all like-sized counties. The next closest County's net budget per capita is 17% higher than Leon County's (Escambia County). St. Johns County spends more than two times the amount per resident than Leon County does.

Source: Florida Office of Economic & Demographic Research, 4/1/2021 & FY 2021 Leon County Office of Management and Budget Survey

Comparative Data for Like-Sized Counties

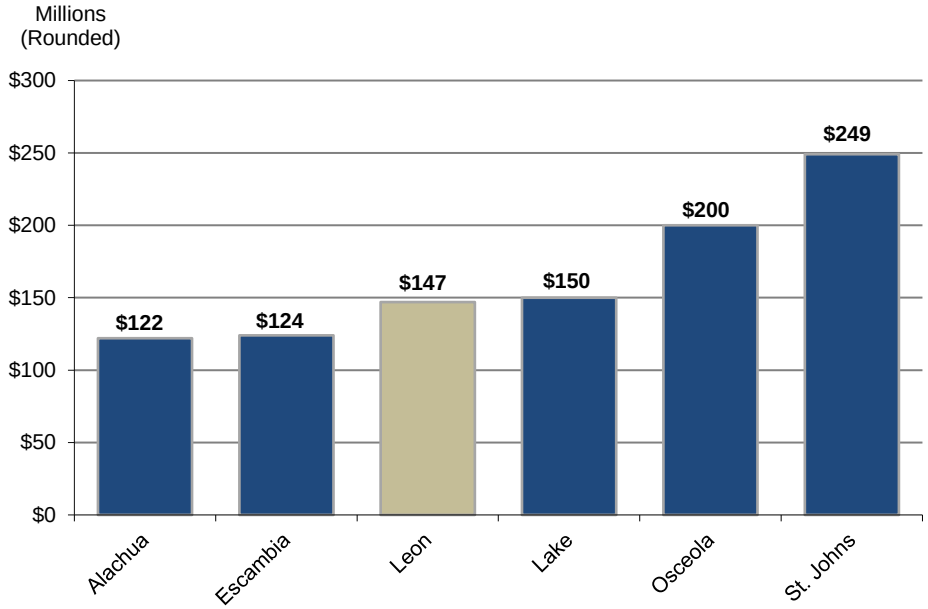
Countywide Population (2020)



Leon County Office of Economic Vitality estimated Leon County 2020 population at 299,484 residents. The selection of comparative counties is largely based on population served.

Source: Office of Economic Vitality, 4/1/2021

Anticipated Ad Valorem Tax Collections (FY21)



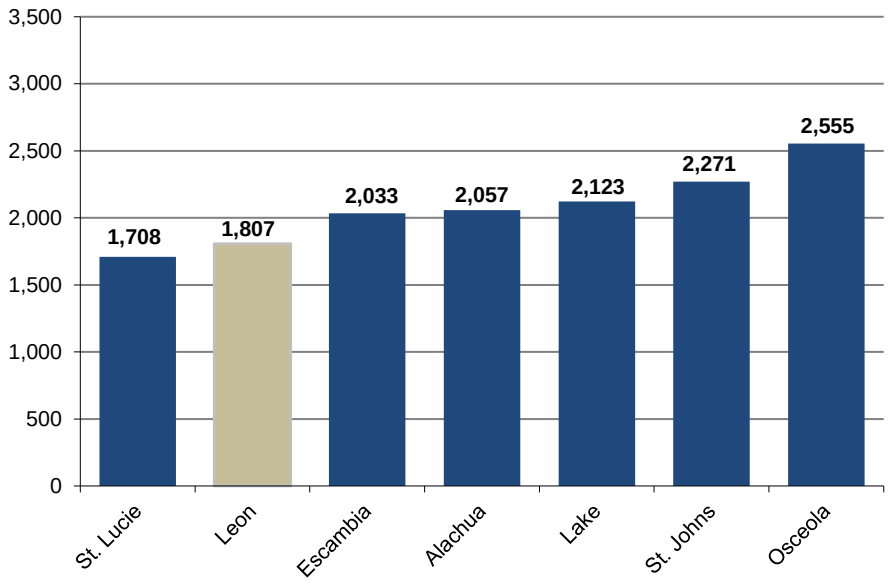
Among the like-sized counties, Leon County collects $147 million in ad valorem taxes. Leon County collects $18 million less than the mean collection ($165 million). In addition, increased property valuations associated with a favorable market will further affect collections in the near term. Ad valorem taxes account for 50% of the County's operating revenue.

Source: Florida Department of Revenue 2021 Taxable Value by County

Leon County Fiscal Year 2022 Tentative Budget

Comparative Data – Like-Sized Counties

Total Number of County Employees (FY21)

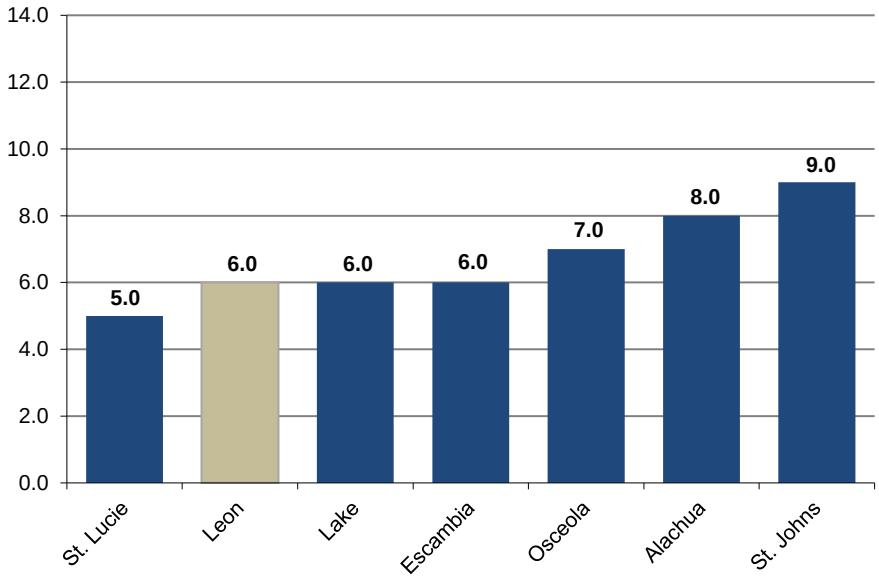


County employees consist of Board, Constitutional, and Judicial Offices. Leon County continues to rank the second lowest number of county employees among like-size counties.

Except for St. Johns and Osceola (correction to the stated numbers in FY 2020) all the comparable counties surveyed reported a higher number of employees than reported the previous year.

Source: FY 2021 Leon County Office of Management and Budget Survey

County Employees per 1,000 Residents (FY21)



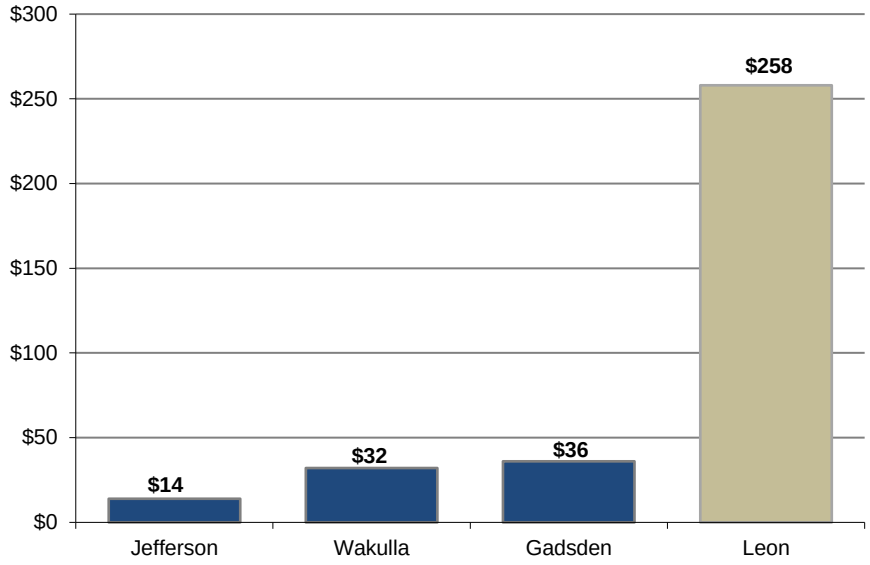
Leon County ranks second (tied with Lake County and Escambia), with a ratio of 6 employees for every thousand County residents.

Source: University of Florida, Bureau of Economic and Business Research & FY 2021 Leon County Office of Management and Budget Survey

* Comparative Counties updated based on 2020 population estimates. Source: University of Florida, Bureau of Economic and Business Research.

Comparative Data for Surrounding Counties

Total Net Budget (FY21)
Millions

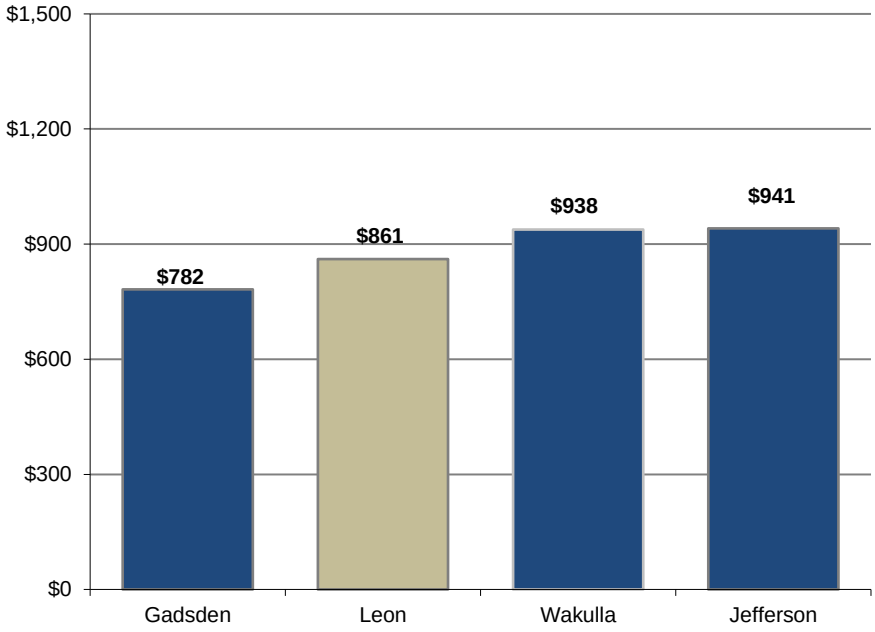


Among surrounding counties, Leon County has the highest operating budget with a net budget of $258 million. Jefferson County has the lowest with a net budget of $14 million.

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

Source: FY 2021 Leon County Office of Management and Budget Survey

Net Budget Per Countywide Resident (FY21)

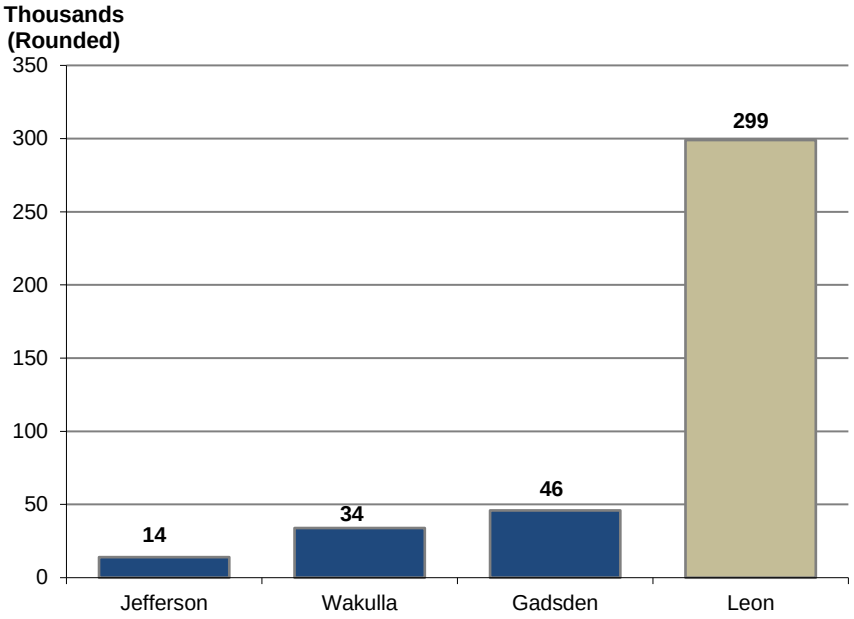


Leon County is the second lowest for dollars spent per county resident when compared to surrounding counties. Gadsden County spends 9% less per county resident.

Source: University of Florida: Bureau of Economic and Business Research & FY 2021 Leon County Office of Management and Budget Survey

Comparative Data for Surrounding Counties

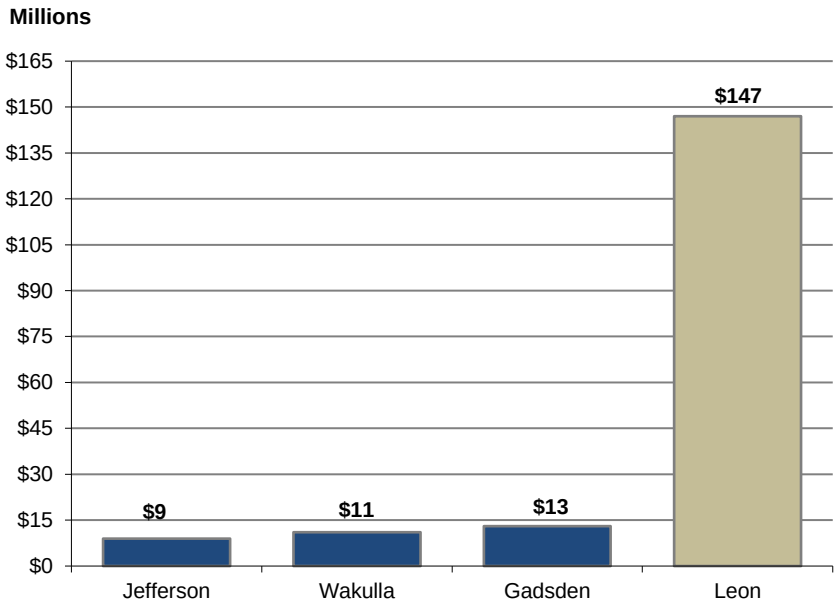
Countywide Population (2020)



The University of Florida Bureau of Economic and Business Research estimated the 2020 Leon County population at 299,484. Leon County has 253,258 more residents than neighboring Gadsden County which has the next highest population. Of the surrounding counties, Leon has the highest projected population growth rate since the 2010 census at 8.71% compared to Gadsden (-0.35%), Wakulla (-10.41%), and Jefferson (-2.49%).

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

Anticipated Ad Valorem Tax Collections (FY20)

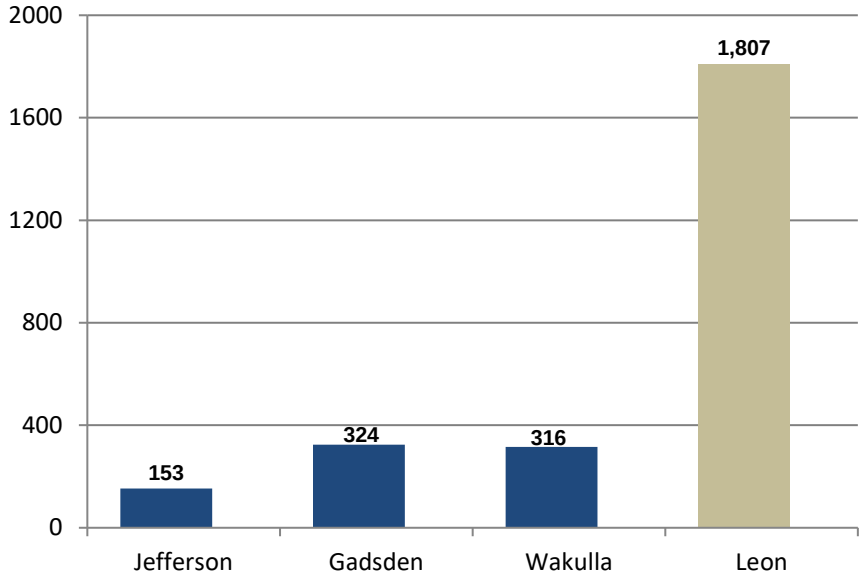


Among the surrounding counties, Leon County collects the highest amount of ad valorem taxes.

Source: Florida Department of Revenue 2020 Taxable Value by County

Comparative Data for Surrounding Counties

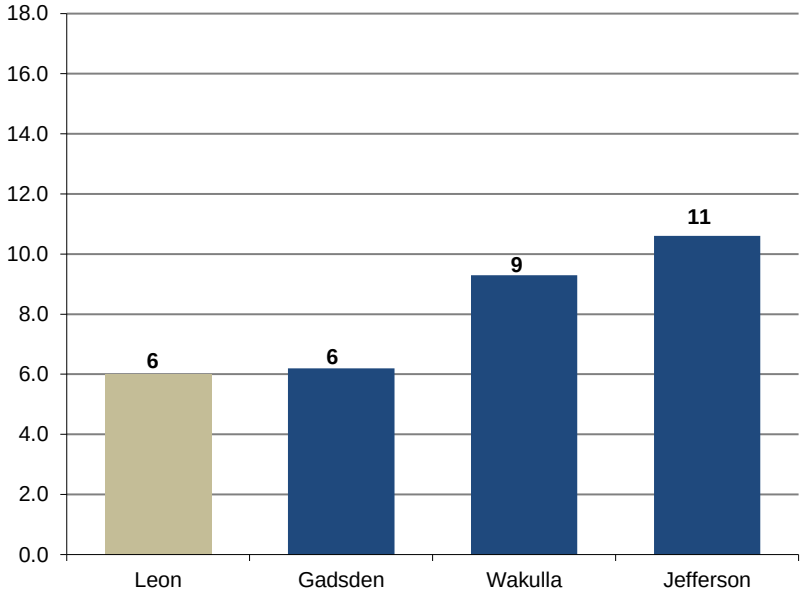
Total Number of County Employees (FY21)



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

Source: FY 2021 Leon County Office of Management and Budget Survey

Total County Employees per 1,000 Residents (FY21)



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

Source: University of Florida, Bureau of Economic and Business Research & FY 2021 Leon County Office of Management and Budet Survey

Net Budget per Countywide Resident

County	Net Budget Per Capita	Staff Per 1,000
Columbia County	$672	3.8
Santa Rosa County	$727	19.8
Gadsden County	$782	7.0
Dixie County	$783	11.0
Liberty County	$809	18.5
Leon County	$861	6.0
Putnam County	$880	8.7
Baker County	$881	8.8
Wakulla County	$938	9.3
Jefferson County	$941	10.6
Union County	$949	7.0
Escambia County	$1,005	6.3
Jackson County	$1,032	7.9
Citrus County	$1,059	7.5
Lake County	$1,111	5.8
Madison County	$1,118	9.3
Duval County	$1,136	6.4
Seminole County	$1,140	3.1
Brevard County	$1,160	6.9
Polk County	$1,219	6.3
Pinellas County	$1,253	5.5
Marion County	$1,314	7.4
Okeechobee County	$1,323	10.6
Hendry County	$1,333	3.9
Glades County	$1,374	6.2
Alachua County	$1,381	7.6
Hernando County	$1,404	7.8
Bradford County	$1,422	10.3
Nassau County	$1,431	9.6
Saint Lucie County	$1,462	5.3
Volusia County	$1,489	6.1
Pasco County	$1,510	8.1
Orange County	$1,518	7.9
Highlands County	$1,518	9.2

County	Net Budget Per Capita	Staff Per 1,000
Sumter County	$1,529	1.4
Holmes County	$1,555	8.5
Hardee County	$1,566	7.2
Lafayette County	$1,569	10.4
Hamilton County	$1,582	11.5
Osceola County	$1,583	6.6
Calhoun County	$1,697	8.1
Flagler County	$1,722	3.3
Manatee County	$1,740	9.0
DeSoto County	$1,751	9.5
Palm Beach County	$1,754	8.1
Levy County	$1,755	4.7
Broward County	$1,781	6.5
Okaloosa County	$1,789	4.2
Hillsborough County	$1,906	7.0
Gilchrist County	$1,916	10.6
Charlotte County	$1,973	11.7
Taylor County	$1,976	11.1
Indian River County	$1,977	9.6
Sarasota County	$2,006	6.9
Miami-Dade County	$2,018	10.1
Martin County	$2,049	6.6
Bay County	$2,061	8.0
Suwannee County	$2,084	5.9
Lee County	$2,141	6.8
St. Johns County	$2,222	8.7
Clay County	$2,410	2.8
Gulf County	$2,449	13.9
Walton County	$2,464	14.9
Collier County	$2,836	9.9
Washington County	$3,313	3.7
Franklin County	$4,055	14.7
Monroe County	$4,297	16.8

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

Percent of Exempt Property

County	%Exempt	Net Budget Per Capita	Staff Per 1,000
Walton County	9%	$2,464	14.9
Collier County	9%	$2,836	9.9
Hardee County	12%	$1,566	7.2
Miami-Dade County	12%	$2,018	10.1
Palm Beach County	12%	$1,754	8.1
Martin County	13%	$2,049	6.6
Manatee County	13%	$1,740	9.0
Lee County	14%	$2,141	6.8
Seminole County	14%	$1,140	3.1
Indian River County	14%	$1,977	9.6
Saint Lucie County	14%	$1,462	5.3
Monroe County	15%	$4,297	16.8
St. Johns County	15%	$2,222	8.7
Broward County	15%	$1,781	6.5
Sumter County	15%	$1,529	1.4
Hamilton County	15%	$1,582	11.5
Nassau County	16%	$1,431	9.6
DeSoto County	17%	$1,751	9.5
Pinellas County	17%	$1,253	5.5
Osceola County	17%	$1,583	6.6
Orange County	18%	$1,518	7.9
Charlotte County	18%	$1,973	11.7
Okaloosa County	18%	$1,789	4.2
Taylor County	18%	$1,976	11.1
Hillsborough County	19%	$1,906	7.0
Polk County	19%	$1,219	6.3
Madison County	19%	$1,118	9.3
Citrus County	19%	$1,059	7.5
Gilchrist County	19%	$1,916	10.6
Levy County	19%	$1,755	4.7
Santa Rosa County	20%	$727	19.8
Suwannee County	20%	$2,084	5.9
Calhoun County	20%	$1,697	8.1
Flagler County	20%	$1,722	3.3
Volusia County	20%	$1,489	6.1
Bay County	20%	$2,061	8.0
Lake County	21%	$1,111	5.8
Putnam County	21%	$880	8.7
Pasco County	21%	$1,510	8.1
Jefferson County	21%	$941	10.6
Dixie County	22%	$783	11.0
Marion County	22%	$1,314	7.4
Franklin County	23%	$4,055	14.7
Gulf County	23%	$2,449	13.9
Lafayette County	23%	$1,569	10.4
Clay County	24%	$2,410	2.8
Bradford County	24%	$1,422	10.3
Sarasota County	24%	$2,006	6.9
Duval County	24%	$1,136	6.4
Hernando County	25%	$1,404	7.8
Hendry County	25%	$1,333	3.9
Okeechobee County	25%	$1,323	10.6
Columbia County	25%	$672	3.8
Glades County	25%	$1,374	6.2
Highlands County	26%	$1,518	9.2
Washington County	26%	$3,313	3.7
Brevard County	28%	$1,160	6.9
Wakulla County	28%	$938	9.3
Union County	28%	$949	7.0
Holmes County	28%	$1,555	8.5
Escambia County	29%	$1,005	6.3
Baker County	30%	$881	8.8
Jackson County	30%	$1,032	7.9
Gadsden County	31%	$782	7.0
Leon County	32%	$861	6.0
Alachua County	37%	$1,381	7.6
Liberty County	44%	$809	18.5

Note:
The following counties were non-responsive to survey requests: Clay, Columbia, Duval, Franklin, Glades, Jefferson, Levy, Liberty, Martin, Miami-Dade, Putnam, Okaloosa, St. Johns, Sumter, Suwannee, Taylor and Union. Budget information was retrieved from their respective FY 2021 budget documents.

Total County Employees per 1,000 Residents

County	Staff Per 1,000	# of Employees	Population
Sumter County	1.4	204	141,422
Clay County	2.8	611	219,575
Seminole County	3.1	1,465	476,727
Flagler County	3.3	380	114,173
Washington County	3.7	94	25,334
Columbia County	3.8	270	70,617
Hendry County	3.9	160	40,953
Okaloosa County	4.2	850	203,951
Levy County	4.7	196	41,699
Saint Lucie County	5.3	1,708	322,265
Pinellas County	5.5	5,437	984,054
Lake County	5.8	2,123	366,742
Suwannee County	5.9	270	45,463
Leon County	6.0	1,807	299,484
Volusia County	6.1	3,387	551,588
Glades County	6.2	84	13,609
Escambia County	6.3	2,033	323,714
Polk County	6.3	4,534	715,090
Duval County	6.4	6,333	982,080
Broward County	6.5	12,631	1,932,212
Osceola County	6.6	2,555	387,055
Martin County	6.6	1,066	161,301
Lee County	6.8	5,111	750,493
Sarasota County	6.9	3,043	438,816
Brevard County	6.9	4,210	606,671
Union County	7.0	108	15,410
Gadsden County	7.0	324	46,226
Hillsborough County	7.0	10,394	1,478,759
Hardee County	7.2	198	27,443
Marion County	7.4	2,718	368,135
Citrus County	7.5	1,127	149,383
Alachua County	7.6	2,057	271,588
Hernando County	7.8	1,508	192,186
Orange County	7.9	11,148	1,415,260

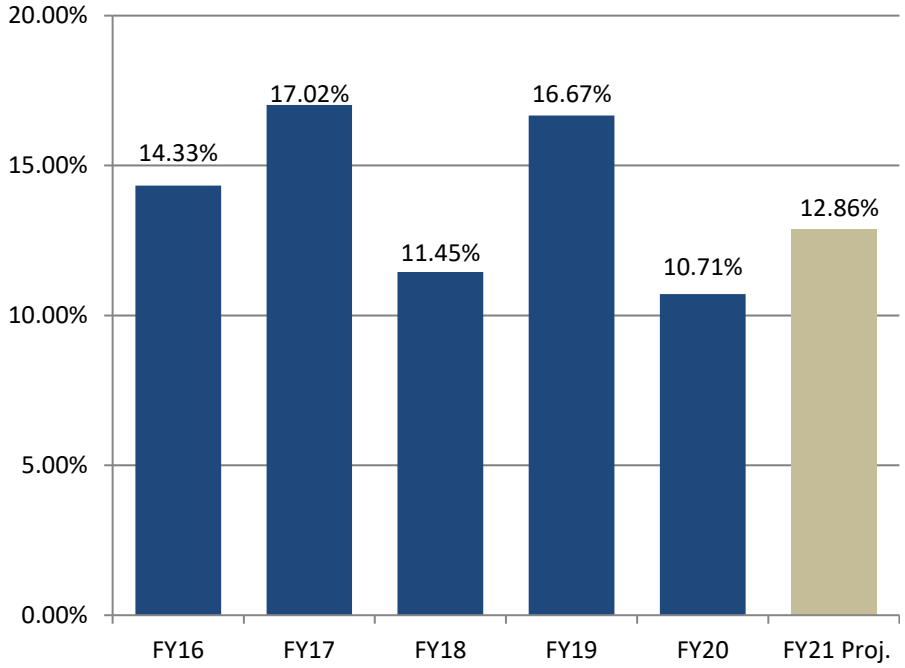
County	Staff Per 1,000	# of Employees	Population
Jackson County	7.9	370	46,587
Bay County	8.0	1,396	174,410
Calhoun County	8.1	117	14,489
Pasco County	8.1	4,392	542,638
Palm Beach County	8.1	11,904	1,466,494
Holmes County	8.5	171	20,001
Putnam County	8.7	638	73,723
St. Johns County	8.7	2,271	261,900
Baker County	8.8	250	28,532
Manatee County	9.0	3,596	398,503
Highlands County	9.2	965	104,834
Wakulla County	9.3	316	33,981
Madison County	9.3	177	18,954
DeSoto County	9.5	351	37,082
Indian River County	9.6	1,518	158,834
Nassau County	9.6	861	89,258
Collier County	9.9	3,835	387,450
Miami-Dade County	10.1	28,556	2,832,794
Bradford County	10.3	295	28,725
Lafayette County	10.4	90	8,690
Gilchrist County	10.6	194	18,269
Jefferson County	10.6	153	14,394
Okeechobee County	10.6	448	42,112
Dixie County	11.0	183	16,663
Taylor County	11.1	249	22,436
Hamilton County	11.5	167	14,570
Charlotte County	11.7	2,205	187,904
Gulf County	13.9	204	14,724
Franklin County	14.7	174	11,864
Walton County	14.9	1,111	74,724
Monroe County	16.8	1,306	77,823
Liberty County	18.5	159	8,575
Santa Rosa County	19.8	3,661	184,653

Note:

The following counties were non-responsive to survey requests: Clay, Columbia, Duval, Franklin, Glades, Jefferson, Levy, Liberty, Martin, Miami-Dade, Putnam, Okaloosa, St. Johns, Sumter, Suwannee, Taylor and Union. Budget information was retrieved from their respective FY 2021 budget documents.

Intergovernmental Revenue

Percent of Operating Revenue



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

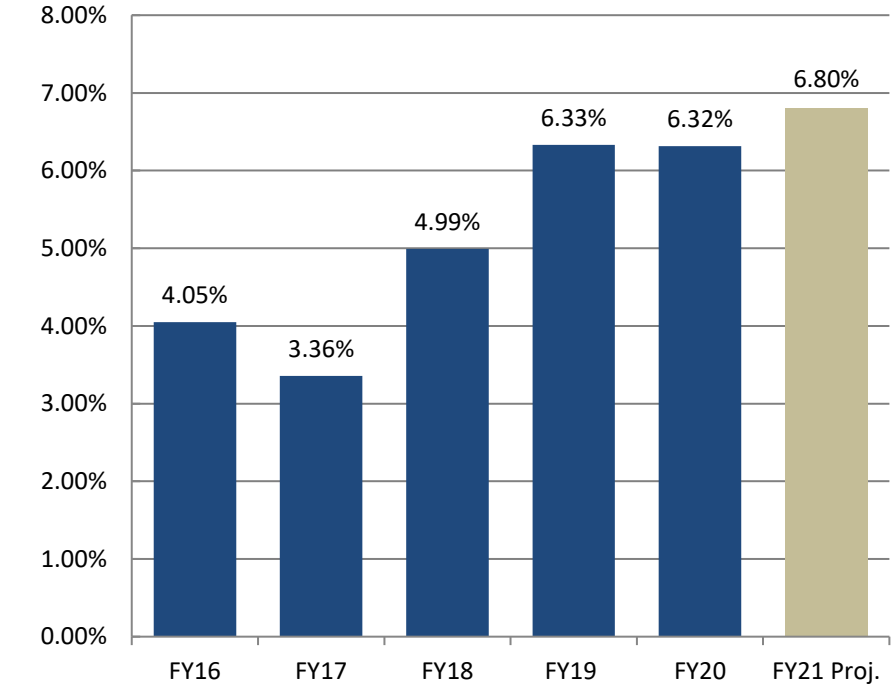
Grants are not generally included in intergovernmental revenue projections; however, grants are included in this projection and account for a significant portion of actual intergovernmental revenue. Revenues related to FEMA reimbursement for Hurricane Hermine, Irma and Michael are reflected in the increases for FY 2017 and 2019 respectively. Intergovernmental revenue is expected to account for 12.86% of operating revenues in FY 2021.

Formula: Intergovernmental Revenues divided by Total Operating Revenues.

Source: FY 2020 Budget Summary

Property Tax Revenue

Rate of Change



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

The Board maintained the 8.3144 millage rate through FY 2021. However, property tax revenue increased by 6.8% or $7,172,616 million in FY 2021.

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

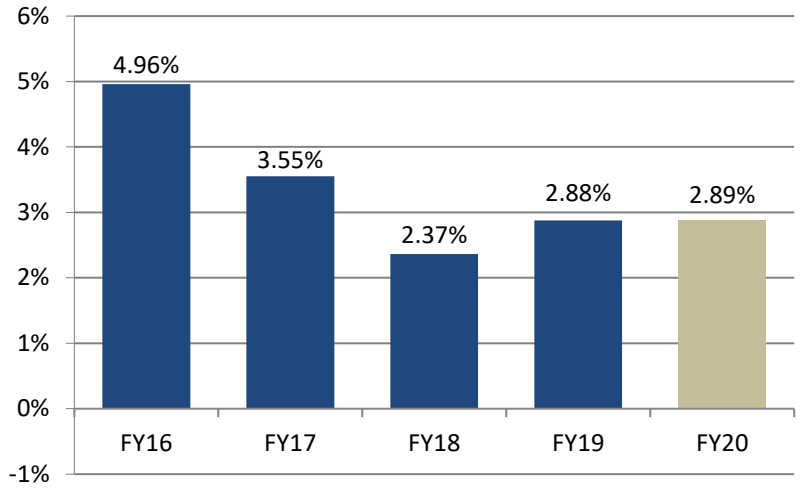
Source: The 2020 Revised Recapitulation of the Ad Valorem Assessment Roll, 2020 Certification of Final Taxable Value and Statistical Digest.

Leon County Fiscal Year 2022 Tentative Budget

Financial Indicators

Revenue Projections

Budgeted v. Actual Revenues



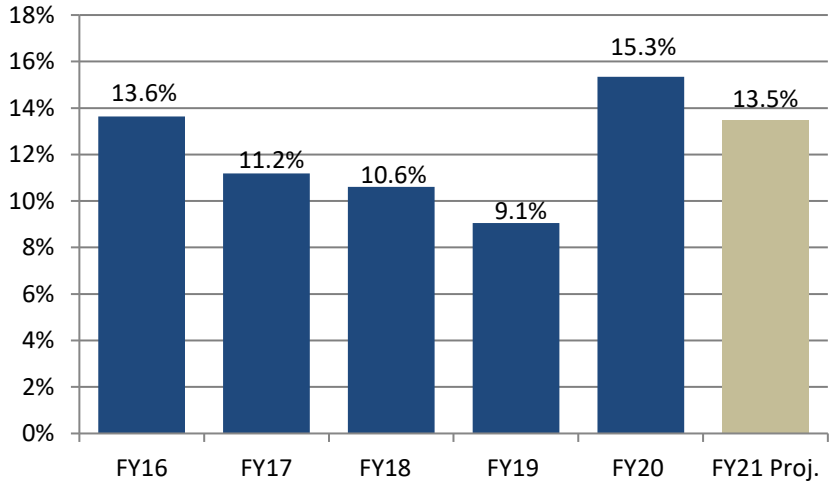
Analysis: This indicator examines the differences between actual revenues received versus budgeted revenues during the past fiscal year. Typically, actual revenues versus budgeted revenues fall in the range of plus or minus five percent.

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 2020 Revenue Summary Report and FY 2020 Budget Summary.

Capital Outlay

Percentage of Total Expenditures



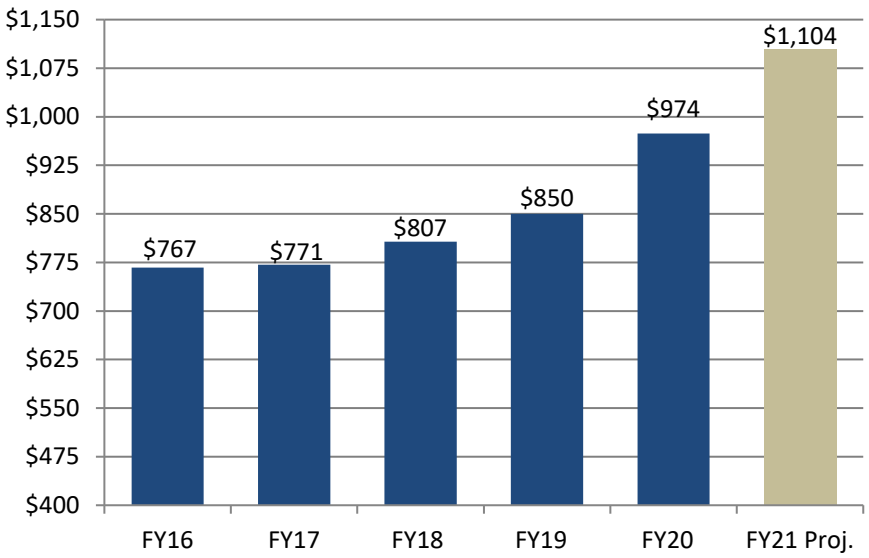
Analysis: The purpose of capital outlay in the budget is to replace equipment or to add new equipment and infrastructure. The ratio of capital outlay to net operating expenditures is a rough indicator of whether the stock of equipment and infrastructure is being replaced or added.

The constant decline from FY 2016 until FY 2019 is associated with the capital budget focusing on the maintenance of infrastructure rather than new capital infrastructure coming out of the recession. The FY 2020 increase is related to the acquisition of a new helicopter for the Leon County Sheriff's Office and $4.8 million in Energy Savings Capital Projects (ESCO) projects for County facilities including the Detention Center. The remaining $12.1 million in ESCO expenditures are accounted in the FY 2021 projected figure.

The FY 2021 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.

Revenue Per Capita



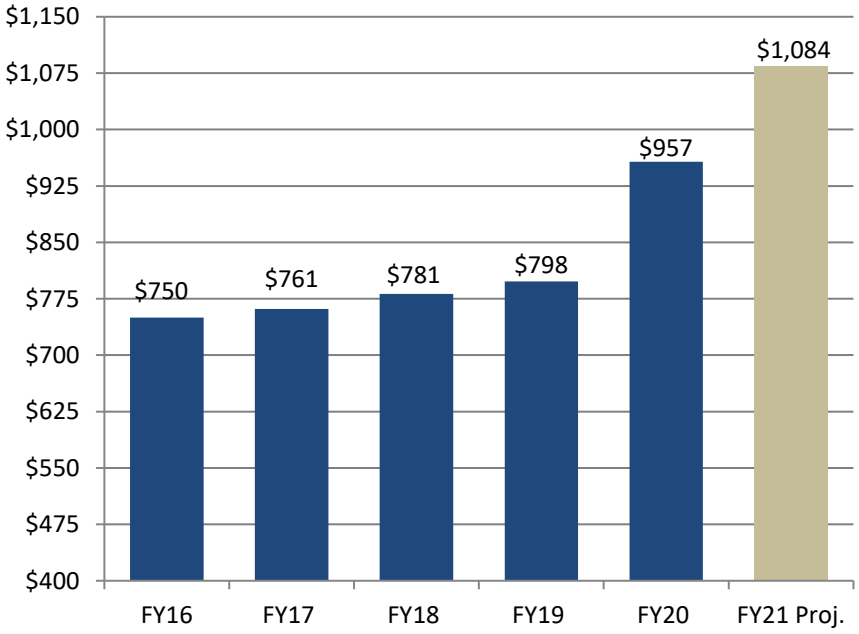
Analysis: Examining per capita revenue indicates changes in revenue relative to changes in population size. If the County's population increases, revenue will need to increase to meet the needs for services of the population. As per capita revenue decreases, it becomes difficult to maintain the existing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

As Leon County's population grows, so too does the revenue, evidenced by a relatively consistent revenue per capita amount from FY 2016 to FY 2018. FY 2019 brought about additional revenue outside of the normal collections due to FEMA reimbursement from Hurricane Michael, property tax revenues. FY 2020 increased due the County receiving $51.2 million in CARES Act funding from the Federal Government to assist citizens and local businesses including non-profits. The FY 2021 projection includes an additional $76.7 million in federal funding received from the U. S. Treasury. $57 million from the American Recovery Plan Act (ARPA) funds and $19.7 million for the Emergency Rental Assistance (ERA) programs.

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

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

Expenditures Per Capita

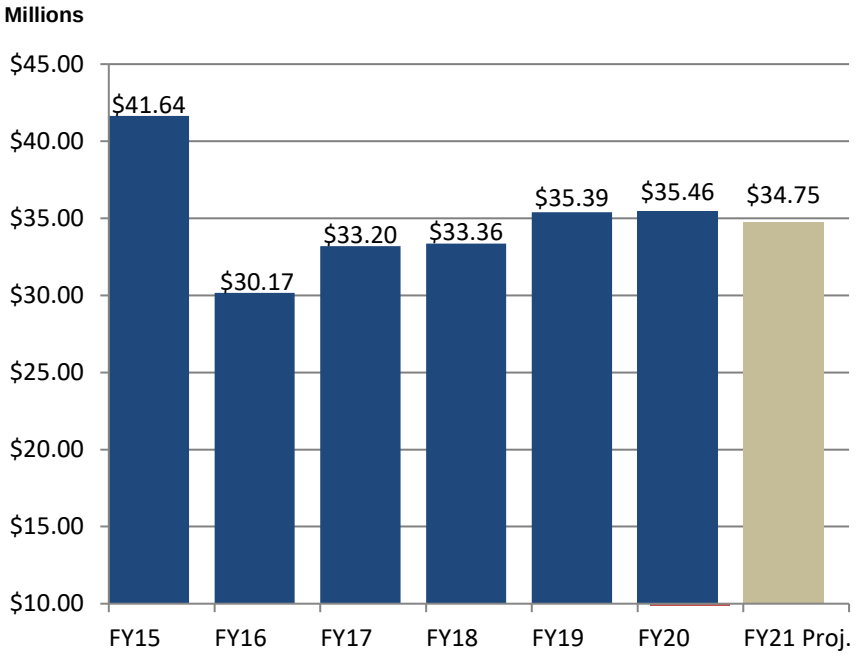


Analysis: Changes in per capita expenditures reflect changes in expenditures relative to changes in population.

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

Source: FY 2020 Expenditure Summary Report, Office of Economic Vitally, and FY 2021 TRIM Ad and the FY 2021 Budget Summary.

General/Fine & Forfeiture Fund Balance



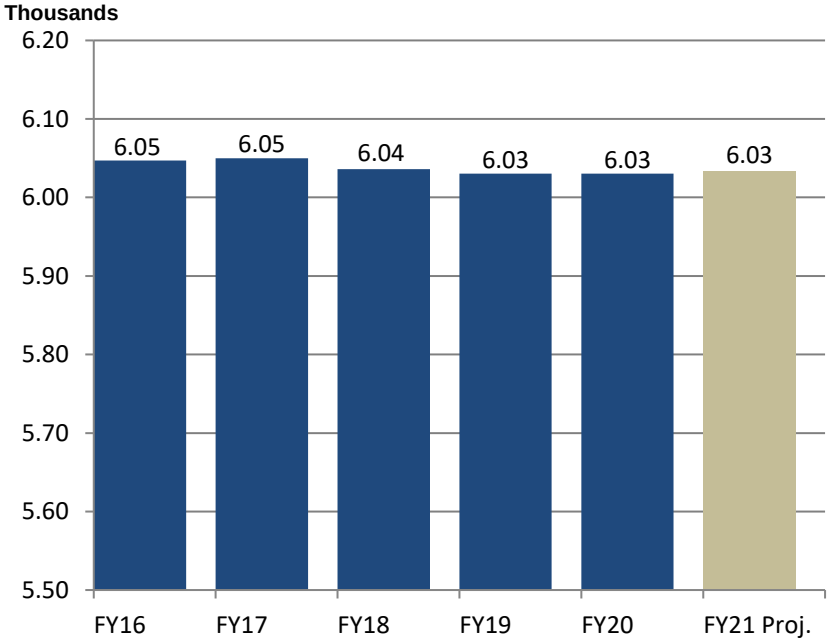
Analysis: Positive fund balances can be thought of as reserves, although the "fund balance" entries on the annual report will not always be synonymous with the funds "available for appropriation." The County's reserve policy requires fund balances to be between a minimum of 15% and a maximum of 30% of operating expenditures. The decrease from FY 2015 – FY 2016 is due to the mid-year appropriation of $9.6 million to fund one-time capital projects. The audited year ending fund balance for FY 2019 is $35.46 million and the unaudited year ending fund balance for FY 2020 is $35.30 million, which includes $190,150 in FEMA reimbursements from Hurricanes Irma and Michael. The FY 2021 estimated fund balance is $34.75 and reflects 21% of FY 2021 operating expenditures. The reduction in fund balance is due to the expenditures from the catastrophe related to COVID emergency measures. Reimbursement of these expenses is being pursued through FEMA.

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

Source: Summary of Fund Balance and Retained Earnings, FY 2020 Annual Performance & Financial Report.

Employees Per Capita

Employees per 1,000 Leon County Residents



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

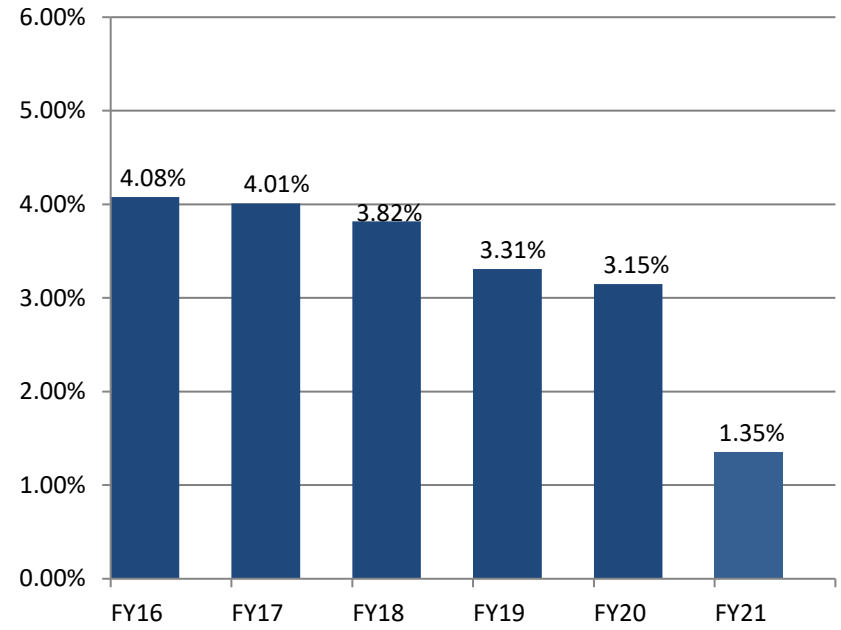
The number of County employees has slightly decreased since FY 2017 and has remained level even with annual increases in population.

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

Source: FY20-21 Annual Budget Document and Tallahassee/Leon County Office of Economic Vitality Demographics Data.

Debt Service

Percentage of Total Operating Expenditures



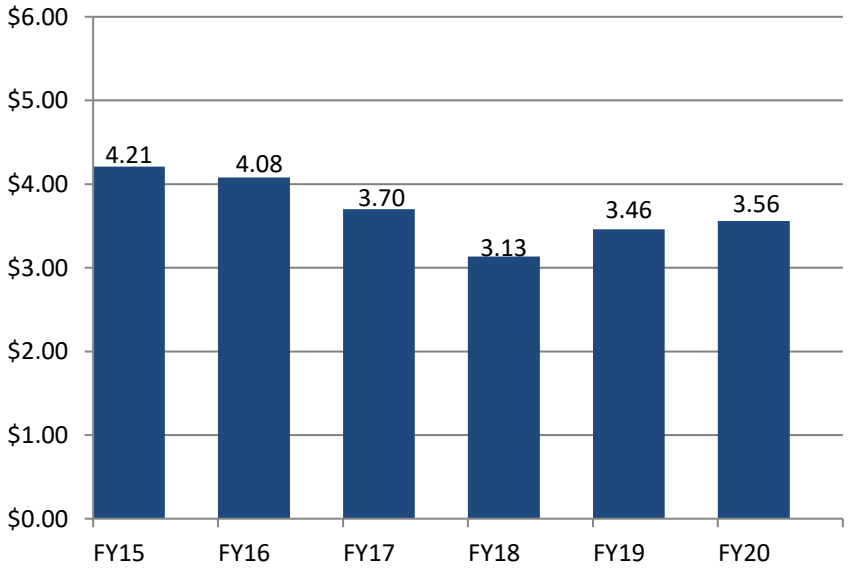
Analysis: Debt service is defined as the amount of principal and interest that a local government pays each year on net direct bonded long-term debt, plus the interest on direct short-term debt. Increasing debt service reduces expenditure flexibility by adding to the County's financial obligations. Leon County's debt service has trended downward over the past five years. By capitalizing on the availability of low interest rates and renegotiating long-term debt, Leon County's debt service has continued to decline. A previous bond that funded the purchase of the Courthouse annex reached maturity and was paid off in FY 2020 accounting for the reduced debt service in FY 2021.

Formula: Debt Service divided by Total Operating Expenditures.

Source: FY 2020 Expenditure Summary and the FY 2020 Budget Summary.

Liquidity

Ratio of Current Assets to Current Liabilities



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

The International City / County Management Association (ICMA) states ratios that fall below 1:1 for more than three consecutive years is a decidedly negative indicator. The ICMA further recommends keeping this ratio above 1:1. Leon County continues to maintain a liquidity ratio above this level. The decline in the level in FY18 is due to cash outlay for two successive Hurricanes, Hermine and Irma, and the lag in reimbursement of cash for storm recovery costs from FEMA. FY 2019 increase is due to FEMA reimbursement for Hurricanes, Hermine, Irma and Michael (3rd consecutive hurricane). FY 2020 marks the start of CARES funding due to the COVID-19 pandemic.

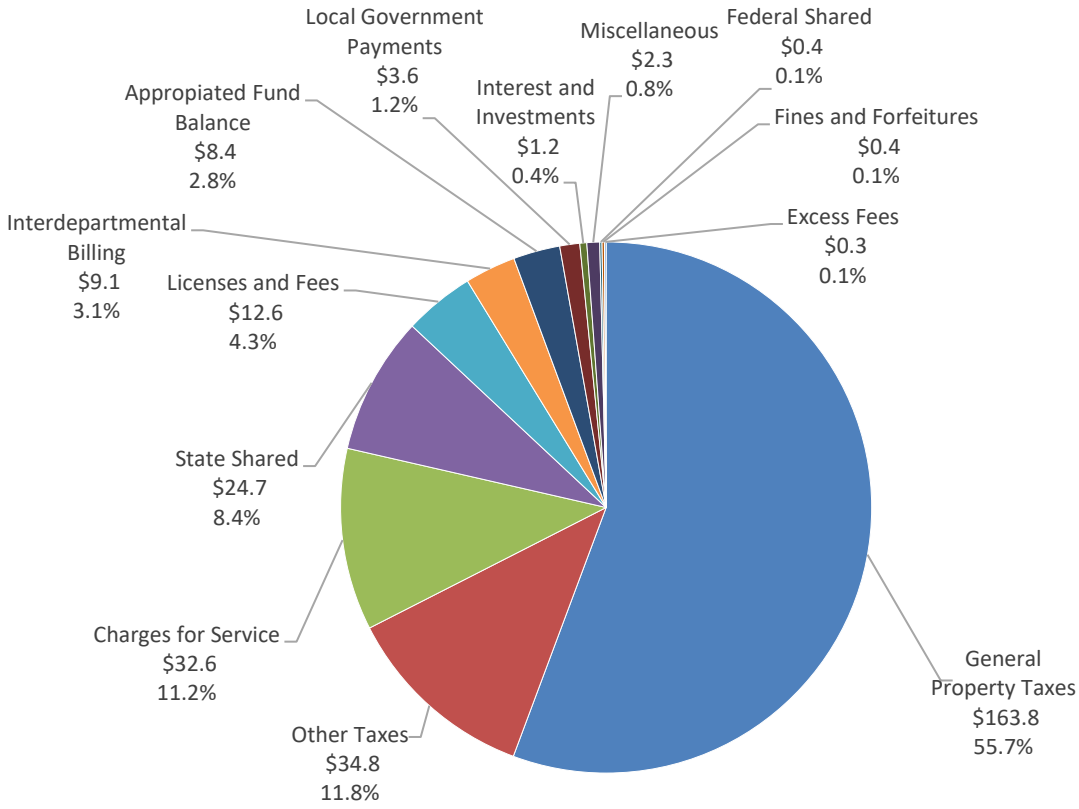
Formula: Cash and short-term investments divided by Current Liabilities

Source: FY 2020 Comprehensive Annual Financial

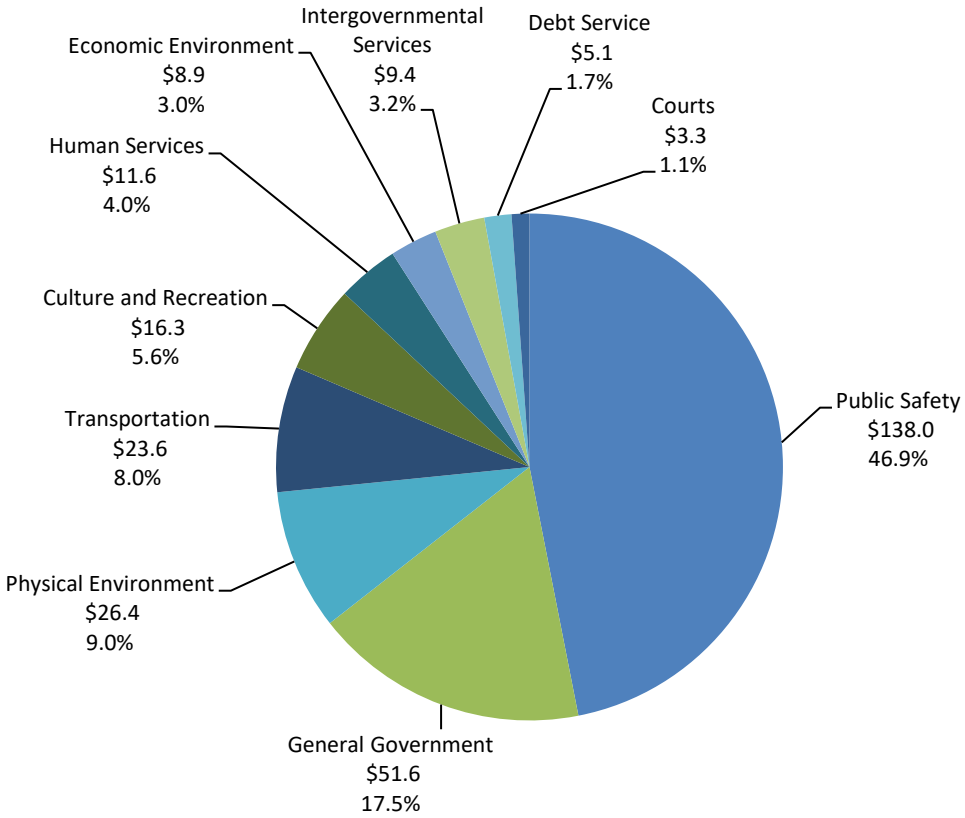
Leon County Fiscal Year 2022 Tentative Budget

Expenditure & Revenue Illustrations

Where the $294.2 million comes from…



Where the $294.2 million goes…



Leon County Fiscal Year 2022 Tentative Budget

Total Revenue By Source

	FY 2020 Actual	%	FY 2021 Adopted	%	FY 2022 Budget	%
Property Taxes						
Ad Valorem - General Fund	56,155,603		62,772,113		63,487,744	
Ad Valorem - Fine/Forfeiture Fund	85,094,554		85,650,660		90,948,385	
MSTU Ad Valorem	8,494,331		8,925,645		9,287,268	
Delinquent Taxes	84,979		125,500		125,000	
Subtotal	**149,829,466**	**54.4%**	**157,473,918**	**56.1%**	**163,848,397**	**55.7%**
Other Taxes						
Local Option Tourist Development Tax	4,772,574		4,429,285		5,125,449	
Local Option Gas Tax	7,393,548		8,087,491		7,113,315	
Sales Tax Extension	4,981,419		4,218,268		5,359,742	
Franchise Fee	316,389		298,135		302,673	
Public Service Taxes	9,057,016		8,844,536		9,270,382	
Local Communication Services Tax	2,834,383		2,719,611		2,565,000	
Non Ad Valorem Assessments	4,998,028		5,012,299		5,036,195	
Delinquent Assessments	15,444		0		7,257	
Subtotal	**34,368,800**	**12.5%**	**33,609,625**	**12.0%**	**34,780,013**	**11.8%**
Licenses and Fees						
Building Permits	2,028,365		1,773,650		2,234,400	
Fire Services Fees	8,215,852		8,492,680		8,623,513	
Growth Fees	1,411,256		1,363,060		1,757,785	
Subtotal	**11,655,473**	**4.2%**	**11,629,390**	**4.1%**	**12,615,698**	**4.3%**
Federal Shared						
Federal Grants	2,532,442		150,099		146,554	
Federal Payments in Lieu of Taxes	293,124		271,101		261,630	
Subtotal	**2,825,567**	**1.0%**	**421,200**	**0.2%**	**408,184**	**0.1%**
State Shared						
State Grants	2,022,869		505,057		440,916	
State Revenue Sharing	5,585,564		3,023,528		5,776,445	
Local 1/2 Cent Sales Tax	12,429,991		10,698,273		12,928,414	
Other State Revenues	1,737,989		1,753,264		1,676,798	
State Shared Gas & Transportation Tax	3,975,742		4,303,165		3,857,190	
Subtotal	**25,752,155**	**9.4%**	**20,283,287**	**7.2%**	**24,679,763**	**8.4%**
Local Government Payments	**3,974,688**	**1.4%**	**3,853,841**	**1.4%**	**3,581,224**	**1.2%**
Charges for Service						
General Government	722,458		756,370		825,480	
Public Safety	12,697,806		13,767,069		14,354,316	
Tipping Fees	9,145,375		12,037,211		9,978,868	
Other Physical	7,290,794		4,741,698		4,334,744	
Transportation	562,267		598,990		687,561	
Economic Envrionmental	575,836		85,000		741,540	
Cultural and Recreational	95,493		137,750		117,990	
Other Charges for Services	1,374,691		1,663,431		1,509,161	
Subtotal	**32,464,721**	**11.8%**	**33,787,519**	**12.0%**	**32,549,660**	**11.2%**
Fines and Forfeitures	**325,760**	**0.1%**	**408,249**	**0.1%**	**425,413**	**0.1%**
Interest and Investments	**4,006,347**	**1.5%**	**1,858,618**	**0.7%**	**1,243,342**	**0.4%**
Miscellaneous	**2,563,339**	**0.9%**	**2,680,277**	**1.0%**	**2,284,508**	**0.8%**
Excess Fees						
Clerk of Court	125,308		0		0	
Sheriff's Office	93,273		0		0	
Property Appraiser	67,515		0		0	
Tax Collector	488,406		300,000		300,000	
Supervisor of Elections	222,388		0		0	
Subtotal	**996,890**	**0.4%**	**300,000**	**0.1%**	**300,000**	**0.1%**
Interdepartmental Billing	**6,580,099**	**2.4%**	**8,481,920**	**3.0%**	**9,120,972**	**3.1%**
Appropriated Fund Balance	**0**	**0.0%**	**5,777,902**	**2.1%**	**8,362,268**	**2.8%**
TOTAL	**275,343,304**	**100%**	**280,565,746**	**100%**	**294,199,442**	**100%**

Leon County Fiscal Year 2022 Tentative Budget

Total Expenditures by Function

	FY 2020 Actual	%	FY 2021 Adopted	%	FY 2022 Budget	%
General Government						
Legislative	1,836,017		1,911,276		1,936,151	
Executive	1,369,873		1,238,043		1,279,626	
Property Appraiser	5,051,875		5,215,123		5,350,215	
Tax Collector	5,457,683		5,802,167		5,954,527	
Clerk - Finance Administration	1,845,539		1,941,920		2,112,646	
Financial & Administrative	12,214,540		12,904,186		13,592,537	
Legal Counsel	2,091,907		2,011,946		2,078,549	
Comprehensive Planning	1,884,428		1,660,914		1,685,164	
Other General Governmental Service	8,393,890		12,598,932		12,631,553	
Supervisor of Elections	5,608,453		4,413,603		4,945,661	
Subtotal	**45,754,206**	**16.0%**	**49,698,110**	**17.7%**	**51,566,629**	**17.5%**
Public Safety						
Law Enforcement	45,726,301		44,257,495		49,762,026	
Fire Control	8,592,831		8,867,283		10,393,964	
Detention And/or Correction	44,798,473		43,655,929		42,386,554	
Protective Inspections	2,492,380		2,711,263		2,776,089	
Emergency & Disaster Relief	1,912,977		1,652,804		1,615,520	
Ambulance & Rescue	21,229,822		23,144,966		24,744,055	
Medical Examiner	665,310		717,875		732,555	
Other Public Safety	4,666,140		5,374,994		5,583,970	
Subtotal	**130,084,235**	**45.4%**	**130,382,609**	**46.5%**	**137,994,733**	**46.9%**
Physical Environment						
Garbage/Solid Waste Control	12,385,074		15,150,744		13,580,550	
Sewer/Wastewater Services	1,875,865		232,500		232,500	
Conservation & Resource Management	4,725,199		5,132,890		4,554,420	
Flood Control	7,917,076		6,988,148		5,291,772	
Other Physical Environment	7,273,439		2,703,620		2,746,229	
Subtotal	**34,176,653**	**11.9%**	**30,207,902**	**10.8%**	**26,405,471**	**9.0%**
Transportation	**21,447,223**	**7.5%**	**20,367,666**	**7.3%**	**23,613,080**	**8.0%**
Economic Enviroment						
Economic Environment (Summer Youth)	0		40,727		40,731	
Industry Development	3,553,596		3,643,060		4,200,830	
Veteran Services	271,082		303,977		358,291	
Housing & Urban Development	573,473		135,000		791,540	
Other Economic Environment	3,093,123		3,518,010		3,511,976	
Subtotal	**7,491,273**	**2.6%**	**7,640,774**	**2.7%**	**8,903,368**	**3.0%**
Human Services	**10,804,106**	**3.8%**	**11,755,733**	**4.2%**	**11,556,994**	**4.0%**
Culture and Recreation						
Libraries	6,302,759		6,763,174		6,981,474	
Parks & Recreation	8,499,552		6,744,711		8,305,773	
Cultural Services	1,635,462		1,027,347		1,053,667	
Subtotal	**16,437,772**	**5.7%**	**14,535,232**	**5.2%**	**16,340,914**	**5.6%**
Debt Service	**7,577,482**	**2.6%**	**3,529,937**	**1.3%**	**5,084,340**	**1.7%**
Intergovernmental Services						
Intragovernmental Services	840,325		1,368,186		1,481,141	
Motor Pool	2,531,773		3,083,007		2,847,660	
Grants Program	1,786		91,844		92,143	
Insurance Program	4,110,146		3,873,864		4,651,600	
Budgeted Contingency	2,211,747		966,111		329,134	
Subtotal	**9,695,778**	**3.4%**	**9,383,012**	**3.3%**	**9,401,678**	**3.2%**
Court Related						
Court Administration	219,956		219,204		210,448	
State Attorney	111,787		150,500		155,210	
Public Defender	158,558		169,485		174,990	
Clerk of Circuit Court	420,865		395,908		395,384	
Article V Expenses	32,690		50,125		54,510	
Guardian Ad Litem	21,841		21,882		20,238	
Other Court Related Programs	2,193,585		2,057,667		2,321,455	
Subtotal	**3,159,282**	**1.1%**	**3,064,771**	**1.0%**	**3,332,235**	**1.1%**
Totals						
Totals	**286,628,012**	**100%**	**280,565,746**	**100%**	**294,199,442**	**100%**

Leon County Fiscal Year 2022 Tentative Budget

Total Operating and Capital Expenditures by Function

	FY 2020 Actual				FY 2021 Adopted				FY 2022 Budget			
	Operating	Capital	Total	%	Operating	Capital	Total	%	Operating	Capital	Total	%
General Government Services												
Legislative	1,836,017	-	1,836,017		1,911,276	-	1,911,276		1,936,151	-	1,936,151	
Executive	1,369,873	-	1,369,873		1,238,043	-	1,238,043		1,279,626	-	1,279,626	
Property Appraiser	5,051,875	-	5,051,875		5,215,123	-	5,215,123		5,350,215	-	5,350,215	
Tax Collector	5,457,683	-	5,457,683		5,802,167	-	5,802,167		5,954,527	-	5,954,527	
Clerk - Finance Administration	1,845,539	-	1,845,539		1,941,920	-	1,941,920		2,112,646	-	2,112,646	
Financial & Administrative	12,211,958	2,582	12,214,540		12,854,186	50,000	12,904,186		13,592,537	-	13,592,537	
Legal Counsel	2,091,907	-	2,091,907		2,011,946	-	2,011,946		2,078,549	-	2,078,549	
Comprehensive Planning	1,884,428	-	1,884,428		1,660,914	-	1,660,914		1,685,164	-	1,685,164	
Other General Governmental Service	4,022,880	4,371,011	8,393,890		7,438,457	5,160,475	12,598,932		7,400,873	5,230,680	12,631,553	
Supervisor of Elections	5,608,453	-	5,608,453		4,413,603	-	4,413,603		4,945,661	-	4,945,661	
Subtotal	**41,380,613**	**4,373,593**	**45,754,206**	**16.0%**	**44,487,635**	**5,210,475**	**49,698,110**	**17.7%**	**46,335,949**	**5,230,680**	**51,566,629**	**17.5%**
Public Safety												
Law Enforcement	44,199,101	1,527,200	45,726,301		44,257,495	-	44,257,495		49,762,026	-	49,762,026	
Fire Control	8,586,012	6,819	8,592,831		8,867,283	-	8,867,283		10,393,964	-	10,393,964	
Detention and/or Correction	42,674,539	2,123,934	44,798,473		40,735,929	2,920,000	43,655,929		40,294,554	2,092,000	42,386,554	
Protective Inspections	2,492,380	-	2,492,380		2,711,263	-	2,711,263		2,776,089	-	2,776,089	
Emergency & Disaster Relief	1,912,977	-	1,912,977		1,652,804	-	1,652,804		1,615,520		1,615,520	
Ambulance & Rescue	20,208,196	1,021,626	21,229,822		21,889,966	1,255,000	23,144,966		23,539,055	1,205,000	24,744,055	
Medical Examiner	539,868	125,442	665,310		717,875	-	717,875		732,555	-	732,555	
Other Public Safety	4,587,468	78,672	4,666,140		5,199,994	175,000	5,374,994		5,433,970	150,000	5,583,970	
Subtotal	**125,200,542**	**4,883,693**	**130,084,235**	**45.4%**	**126,032,609**	**4,350,000**	**130,382,609**	**46.5%**	**134,547,733**	**3,447,000**	**137,994,733**	**46.9%**
Physical Environment												
Garbage/Solid Waste Control	12,084,557	300,517	12,385,074		14,115,692	1,035,052	15,150,744		12,953,539	627,011	13,580,550	
Sewer/Wastewater Services	1,445,352	430,514	1,875,865		232,500	-	232,500		232,500	-	232,500	
Conservation & Resource Management	4,457,886	267,313	4,725,199		4,623,890	509,000	5,132,890		4,504,420	50,000	4,554,420	
Flood Control	3,422,510	4,494,566	7,917,076		3,783,575	3,204,573	6,988,148		4,083,772	1,208,000	5,291,772	
Other Physical Environment	1,971,902	5,301,537	7,273,439		2,099,120	604,500	2,703,620		2,110,729	635,500	2,746,229	
Subtotal	**23,382,206**	**10,794,447**	**34,176,653**	**11.9%**	**24,854,777**	**5,353,125**	**30,207,902**	**10.8%**	**23,884,960**	**2,520,511**	**26,405,471**	**9.0%**
Transportation												
Road & Street Facilities	12,974,271	8,472,952	21,447,223		14,143,548	6,224,118	20,367,666		15,598,660	8,014,420	23,613,080	
Subtotal	**12,974,271**	**8,472,952**	**21,447,223**	**7.5%**	**14,143,548**	**6,224,118**	**20,367,666**	**7.3%**	**15,598,660**	**8,014,420**	**23,613,080**	**8.0%**
Economic Environment												
Economic Environment (Summer Youth)	0		0		40,727	-	40,727		40,731	-	40,731	
Industry Development	3,376,787	176,809	3,553,596		3,643,060	-	3,643,060		4,200,830	-	4,200,830	
Community Redevelopment/Housing	3,937,677	-	3,937,677		3,956,987	-	3,956,987		4,661,807	-	4,661,807	
Subtotal	**7,314,465**	**176,809**	**7,491,273**	**2.6%**	**7,640,774**	-	**7,640,774**	**2.7%**	**8,903,368**	-	**8,903,368**	**3.0%**
Human Services												
Subtotal	**10,804,106**	**-**	**10,804,106**	**3.8%**	**11,755,733**	**-**	**11,755,733**	**4.2%**	**11,556,994**	**-**	**11,556,994**	**4.0%**
Culture and Recreation												
Libraries	6,184,893	117,866	6,302,759		6,613,174	150,000	6,763,174		6,294,444	687,030	6,981,474	
Parks & Recreation	5,073,891	3,425,661	8,499,552		5,426,661	1,318,050	6,744,711		5,968,975	2,336,798	8,305,773	
Cultural Services	1,635,462	-	1,635,462		1,027,347	-	1,027,347		1,053,667	-	1,053,667	
Subtotal	**12,894,246**	**3,543,527**	**16,437,772**	**5.7%**	**13,067,182**	**1,468,050**	**14,535,232**	**5.2%**	**13,317,086**	**3,023,828**	**16,340,914**	**5.6%**
Debt Service												
Redemption Of Long Term Debt	7,577,482	-	7,577,482		3,529,937	-	3,529,937		5,084,340	-	5,084,340	
Subtotal	**7,577,482**	**-**	**7,577,482**	**2.6%**	**3,529,937**	**-**	**3,529,937**	**1.3%**	**5,084,340**	**-**	**5,084,340**	**1.7%**
Intergovernmental Services												
Intragovernmental Services	840,325	-	840,325		1,368,186	-	1,368,186		1,481,141	-	1,481,141	
Motor Pool	2,531,773	-	2,531,773		3,083,007	-	3,083,007		2,847,660	-	2,847,660	
Grants Program	1,786	-	1,786		91,844	-	91,844		92,143	-	92,143	
Insurance Program	4,110,146	-	4,110,146		3,873,864	-	3,873,864		4,651,600	-	4,651,600	
Budgeted Contingency	2,211,747	-	2,211,747		908,541	57,570	966,111		297,879	31,255	329,134	
Subtotal	**9,695,778**	**-**	**9,695,778**	**3.4%**	**9,325,442**	**57,570**	**9,383,012**	**3.3%**	**9,370,423**	**31,255**	**9,401,678**	**3.2%**
Court Related												
Court Administration	219,956	-	219,956		219,204	-	219,204		210,448	-	210,448	
State Attorney	111,787	-	111,787		150,500	-	150,500		155,210	-	155,210	
Public Defender	158,558	-	158,558		169,485	-	169,485		174,990	-	174,990	
Clerk of Circuit Court	420,865	-	420,865		395,908	-	395,908		395,384	-	395,384	
Article V Expenses	32,690	-	32,690		50,125	-	50,125		54,510	-	54,510	
Guardian Ad Litem	21,841	-	21,841		21,882	-	21,882		20,238	-	20,238	
Other Court Related Programs	2,193,585	-	2,193,585		2,057,667	-	2,057,667		2,321,455	-	2,321,455	
Subtotal	**3,159,282**	**-**	**3,159,282**	**1.1%**	**3,064,771**	**-**	**3,064,771**	**1.0%**	**3,332,235**	**-**	**3,332,235**	**1.1%**
Totals												
Totals	**254,382,991**	**32,245,020**	**286,628,012**	**100%**	**257,902,408**	**22,663,338**	**280,565,746**	**100%**	**271,931,748**	**22,267,694**	**294,199,442**	**100%**

Leon County Fiscal Year 2022 Tentative Budget

Programs by Function and Funding Source

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

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

Physical Environment
General Fund: Cooperative Extension, GIS
Special Revenue: Permit Services, Development Services, Environmental Services, Stormwater Maintenance, CIPs – Stormwater, Sewer, and Vehicles
Enterprise: Solid Waste, CIPs – Solid Waste and Vehicles

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

Economic Environment
General Fund: Community Redevelopment Agency, Summer Youth Employment, Veteran Services
Special Revenue: Tourism Development, State Housing Initiatives Partnership Program (S.H.I.P)

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

Culture and Recreation
General Fund: Library Services, COCA
Special Revenue: Parks and Recreation, CIPs – Parks

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

Intergovernmental Services
Internal Services: Communications Trust, Fleet Maintenance, Insurance
Budgeted Reserves (included in various funds under each funding source type)

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

Leon County Fiscal Year 2022 Tentative Budget

Department Funding Source Guide

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

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

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

Leon County Fiscal Year 2022 Tentative Budget

Department Funding Source Guide

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

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

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

Leon County Fiscal Year 2022 Tentative Budget

Department Funding Source Guide

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

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

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

Leon County Fiscal Year 2022 Tentative Budget

Department Funding Source Guide

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

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

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

Leon County Fiscal Year 2022 Tentative Budget
Expenditures By Department and Division

Board of County Commissioners

		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
1)	County Commission	1,836,017	1,911,276	1,936,151	1.30%	1,968,375	2,001,949	2,036,913	2,073,353
		1,836,017	1,911,276	1,936,151	1.30%	1,968,375	2,001,949	2,036,913	2,073,353

1) Increase reflects County Commission costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6.0%, increases in workers' compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average. The performance raises pertain to the Commission staff only. In accordance with the County Charter, Commissioner salaries are set by ordinance according to a formula established by the State of Florida based on population.

Administration

		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
2)	County Administration*	1,252,586	1,238,043	1,279,626	3.36%	1,321,512	1,359,368	1,398,470	1,438,873
3)	Emergency Management*	1,839,941	1,589,804	1,536,520	-3.35%	1,558,655	1,581,651	1,605,555	1,630,369
4)	Human Resources*	1,391,198	1,526,508	1,576,424	3.27%	1,622,636	1,665,953	1,710,865	1,757,425
5)	Strategic Initiatives/CMR*	1,449,409	1,561,805	1,734,815	11.08%	1,773,681	1,807,818	1,843,292	1,880,147
6)	Volunteer Services*	183,134	188,225	203,081	7.89%	209,456	215,140	221,053	227,197
		6,116,268	6,104,385	6,330,466	3.70%	6,485,940	6,629,930	6,779,235	6,934,011

2) *See personnel note below.

3) Decrease reflects the elimination of the equipment contingency account no longer needed due to recent system upgrades, offset by costs noted below.

4) *See personnel note below.

5) Increase reflects the reallocation of existing staff resources, which involve the transfer of a vacant Library position to Community and Media Relations to add a needed Public Information and Communications Manager, and the reclass of a Special Projects Coordinator to a Senior Policy Analyst for a net increase of $25,096. The budget also includes an additional $15,000 increase in the state lobbying contract to increase minority subcontracting opportunities.

6) Increase reflects costs as noted below and copier rentals and lease costs needed due to the relocation of the office. Previously these costs were shared with other divisions in a shared location.

County Attorney's Office

		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
7)	County Attorney*	2,091,907	2,011,946	2,078,549	3.3%	2,124,032	2,168,524	2,214,406	2,261,879
		2,091,907	2,011,946	2,078,549	3.3%	2,124,032	2,168,524	2,214,406	2,261,879

7) Increase reflects costs noted below offset by staffing adjustments that add a new Assistant County Attorney and eliminate two administrative positions, a Legal Assistant and an Administrative Associate III saving $23,832.

Department of Public Works

		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
8)	Engineering Services*	3,551,303	3,958,223	4,375,628	10.5%	4,494,936	4,613,282	4,736,120	4,863,591
9)	Fleet Management*	2,522,359	3,073,578	2,838,005	-7.7%	2,931,809	2,975,228	3,019,685	3,045,309
10)	Operations*	9,917,268	11,702,754	12,819,497	9.5%	13,016,472	13,281,683	13,587,840	13,858,201
11)	PW Support Services*	613,997	627,095	648,504	3.4%	665,291	681,535	698,355	715,776
		16,604,927	19,361,650	20,681,634	6.8%	21,108,508	21,551,728	22,042,000	22,482,877

8) Increase costs associated with adding a new Mechanical Engineering and Plumbing (MEP) Engineer position ($128,124) needed due to the increased design workload related to the replacement and retrofits of building mechanical and electrical systems, and the reclass of an Engineer Intern position to a Design Engineer ($6,943). This increase is offset by a the elimination of a Fleet Division Administrative Associate V and an Operations Crew Chief I no longer needed due to organizational efficiencies.

9) Decrease reflects the elimination of an Administrative Associate V whose duties were reallocated to other Public Works administrative personnel to increase organizational efficiency. This savings allows the addition of an MEP Engineer position as previously noted in Engineering Services. The decrease also includes fleet fuel savings related to the cost of diesel fuel in the amount of $62,346. These decreases are offset by the personnel costs noted below and the reclass of an Administrative Associate III to an Administrative Associate IV.

10) Increase funding related to costs as noted below in additions to contractual services with FDOT for the North Monroe Street right of way mowing ($96,000), sign shop equipment replacement ($23,600), and Proctor Road Stabilization ($12,590), offset by a reduction in one Crew Chief I position ($52,156).

11) In addition to costs noted below, the increase reflects the reclass of a Sr. Administrative Associate I to an Operations Analyst related to the assumption of analysis duties reassigned from the Fleet Division ($2,485).

**** Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average and the adjustment of the Living Wage from $12 per hour to $14 per hour. Additional costs increases are associated with the lifting of the hiring freeze and the restoration of 75% of the travel and training budgets from the FY 2021 six month travel and training freeze in response to the COVID-19 pandemic.***

Leon County Fiscal Year 2022 Tentative Budget
Expenditures By Department and Division

Department of Development Support & Environmental Management

		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
12)	Building Plans Review & Inspection*	1,882,675	2,024,882	2,142,963	5.83%	2,242,185	2,292,414	2,354,300	2,418,749
13)	Code Compliance Services*	511,965	496,818	533,698	7.42%	546,695	559,372	572,542	586,225
14)	Customer Engagement Services	211,531	217,641	0	-100.00%	0	0	0	0
15)	Development Services*	748,027	862,945	755,902	-12.40%	781,614	805,030	829,325	854,527
16)	DS Support Services*	368,662	397,547	594,280	49.49%	614,652	633,967	654,012	674,827
17)	Environmental Services*	1,678,865	1,762,383	1,733,819	-1.62%	1,783,873	1,832,207	1,882,340	1,934,355
		5,401,725	5,762,216	5,760,662	-0.03%	5,969,019	6,122,990	6,292,519	6,468,683

12) Increase related to the note below and the addition of one Building Inspector position ($71,725) needed to maintain inspection time frames related to increased building permitting and the related required inspections.

13) Increase is related to personnel costs as noted below in addition to a shift in position budget splits between Development Service and Building Plans Review & Inspection based on workload activity associated with each division.

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

15) Decrease reflects the elimination of one Planner II position ($85,704) no longer needed due to the reallocation of workload within the division.

16) Increase reflects the reallocation of the personnel and operating costs to the DS Support Services from the Customer Engagement division as previously noted.

17) *See personnel note below.

Department of PLACE

		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
18)	Planning Department	1,348,201	1,082,305	1,097,848	1.4%	1,121,165	1,145,008	1,169,389	1,194,320
		1,348,201	1,082,305	1,097,848	1.4%	1,121,165	1,145,008	1,169,389	1,194,320

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

Office of Financial Stewardship

		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
19)	Office of Management and Budget*	747,958	792,071	861,900	8.82%	886,470	909,725	933,648	958,476
20)	Purchasing*	576,504	585,743	645,657	10.23%	667,698	687,534	708,103	729,427
21)	Real Estate Management*	330,136	389,646	443,896	13.92%	447,909	451,828	455,916	460,175
22)	Risk Management*	245,194	212,584	200,566	-5.65%	204,350	208,276	212,355	216,589
		1,899,792	1,980,044	2,152,019	8.69%	2,206,427	2,257,363	2,310,022	2,364,667

19) *See personnel note below.

20) *See personnel note below.

21) Increase related to funding the vacant Real Estate Manager position, necessary due to the increase in right-of-way acquisition related to sewer projects and increased leasing activity at County owned commercial properties.

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

Division of Tourism

		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
23)	Tourism Development*	4,778,063	4,380,467	5,001,505	14.2%	5,099,099	5,199,284	5,303,184	5,382,528
		4,778,063	4,380,467	5,001,505	14.2%	5,099,099	5,199,284	5,303,184	5,382,528

23) Increase reflects expenses associated with marketing ($267,552); Grants and Aid for Signature Event and Legacy Event grant funding ($150,000); advertising ($125,455); and Local Arts Agency Program (COCA) funding ($26,320). With Tourism Development Tax (bed-tax) revenues recovering from the impacts of the Covid pandemic on travel, these increases reflect a restoration of many of the budget reductions made in FY 2020 and FY 2021 needed due to a decline in bed-tax revenues.

Office of Information and Technology

		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
24)	Geographic Information Systems*	1,971,902	2,099,120	2,110,729	0.6%	2,166,969	2,217,676	2,270,204	2,324,602
25)	Management Information Services*	6,944,522	7,483,475	7,828,184	4.6%	8,294,180	8,406,497	8,604,948	8,801,727
		8,916,424	9,582,595	9,938,913	3.7%	10,461,149	10,624,173	10,875,152	11,126,329

24) *See personnel note below.

25) Increase related primarily to necessary County software contracts ($165,095) including: Microsoft Office 365, Adobe Acrobat, Banner Document Management, cyber security enhancements, and voice application software that allows citizens to utilize Alexa and Google to listen to Commission Meetings. In addition, the budget reclasses an Office Coordinator position to a Cyber Security Manager to focus on mitigating cyber security threats to the County network at a cost of $3,669.

**** Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average and the adjustment of the Living Wage from $12 per hour to $14 per hour. Additional costs increases are associated with the lifting of the hiring freeze and the restoration of 75% of the travel and training budgets from the FY 2021 six month travel and training freeze in response to the COVID-19 pandemic.***

Leon County Fiscal Year 2022 Tentative Budget
Expenditures By Department and Division

Office of Library Services

		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
26)	Library Services*	6,124,051	6,598,174	6,279,444	-4.8%	6,681,539	6,855,672	7,036,753	7,225,050
		6,124,051	6,598,174	6,279,444	-4.8%	6,681,539	6,855,672	7,036,753	7,225,050

26) Decrease is related to efficiency reductions in support of the Essential Libraries Initiative and the transfer of a vacant Library Services Specialist Position ($56,790) to the Community and Media Relations division as noted above. This is offset by the increases in personnel and operating costs noted below and the reclassification of an Information Professional to a Community Resource Specialist to provided community support as a approved as part of the Essential Library Initiative ($5,195).

Office of Public Safety

		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
27)	Animal Control*	1,861,553	1,815,890	1,870,463	3.0%	1,897,772	1,956,472	2,017,507	2,034,223
28)	Emergency Medical Services*	18,522,843	20,336,869	21,995,039	8.2%	22,401,559	23,460,555	23,849,059	24,252,618
		20,384,396	22,152,759	23,865,502	7.7%	24,299,331	25,417,027	25,866,566	26,286,841

26) Increase related to funding the County's 50% share of operating and capital expenses for the Animal Shelter as specified in the interlocal agreement with the City ($31,633).

27) Reflects increases in the following agreements: the Medicaid match for Managed Care program ($346,041); the Advance Life Support Agreement with City Fire Department ($133,688); and the Medicaid billing vendor agreement ($100,000). The increase also includes funding for two new Emergency Medical Technician positions to provide support to the ambulance fleet and reduce the reliance on EMTs to provide backup coverage for logistical operations ($96,656); costs in training ($12,250) and medical supplies ($11,025).

Office of Intervention & Detention Alternatives

		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
29)	County Probation*	1,447,117	1,575,684	1,670,064	6.0%	1,715,042	1,760,778	1,808,336	1,857,792
30)	Drug & Alcohol Testing*	158,428	175,899	182,622	3.8%	187,042	191,355	195,809	200,417
31)	Supervised Pretrial Release*	1,511,894	1,451,921	1,712,644	18.0%	1,748,618	1,785,382	1,823,624	1,863,415
		3,117,439	3,203,504	3,565,330	11.3%	3,650,702	3,737,515	3,827,769	3,921,624

29) *See personnel note below.

30) *See personnel note below.

31) Increase reflects costs related to contracted GPS electronic monitoring services needed due to an increase in the number of clients assigned by the Courts to pre-trial monitoring ($196,849).

Office of Human Services & Community Partnerships

		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
32)	Housing Services*	993,240	686,674	1,367,799	99.2%	1,388,376	1,407,145	1,426,660	1,446,943
33)	Human Services*	7,876,988	8,684,818	8,378,092	-3.5%	8,748,462	8,878,512	9,012,535	9,150,652
34)	Veteran Services*	271,082	303,977	358,291	17.9%	366,255	372,371	378,709	385,277
		9,141,310	9,675,469	10,104,182	4.43%	10,503,093	10,658,028	10,817,904	10,982,872

32) Increase reflects State Housing Initiative Program (SHIP) allocated in the state budget for FY 2022. This is offset by a decrease that realigns a portion of the Direct Emergency Assistance Program (DEAP) to the Veteran's Services Active Duty Military Grant Program ($62,000) as allowed by County policy.

33) Decrease reflects a reduction in the state mandated Medicaid payment of $264,050, offset by increases in contractual costs for the Medical Examiner of $63,680; $11,000 for additional morgue equipment; $9,000 in enhancement costs for CHSP grant Portal; and a paygrade adjustment for a Human Service Analyst position ($5,195).

34) The increase reflects the realignment of a portion of the Housing Services Direct Emergency Assistance Program (DEAP) funding to the Active Duty Military Grant Program to maximized the number of residents and Veterans assisted based on program usage ($62,000).

**** Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average and the adjustment of the Living Wage from $12 per hour to $14 per hour. Additional costs increases are associated with the lifting of the hiring freeze and the restoration of 75% of the travel and training budgets from the FY 2021 six month travel and training freeze in response to the COVID-19 pandemic.***

Leon County Fiscal Year 2022 Tentative Budget
Expenditures By Department and Division

Office of Resource Stewardship

		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
35)	Cooperative Extension*	494,250	442,331	448,037	1.3%	461,340	475,042	489,154	489,154
36)	Facilities Management*	9,390,517	12,727,226	12,589,042	-1.1%	12,716,179	12,880,927	13,052,024	13,225,788
37)	Office of Sustainability*	230,748	331,364	320,289	-3.3%	346,553	331,640	356,897	342,330
38)	Parks and Recreation*	2,970,575	3,232,597	3,696,120	14.3%	3,711,153	3,767,037	3,825,382	3,886,288
39)	Solid Waste*	11,463,806	13,490,865	12,292,735	-8.9%	12,505,702	12,706,766	12,948,336	13,178,354
		24,549,896	30,224,383	29,346,223	-2.91%	29,740,927	30,161,412	30,671,793	31,121,914

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

36) Decrease reflects a reduction in utility and operational expenses directly related to lighting and mechanical improvements for the implementation of the Energy Savings Contract (ESCO) offset by increases to building maintenance contracts ($56,076). Additionally, to eliminate equipment rental for related exterior lighting maintenance funding for a scissor lift and trailer ($20,000) is included in the budget. The increase also includes funding for the Period Poverty Program that will provide menstrual products in County restroom facilities as approved by the Board at the June 8, 2021 meeting in the amount of $25,000.

37) Decrease is related to FY 2022 being an off-year for hosting the bi-annual Sustainable Communities Summit. The most recent summit was held in FY 2021.

38) Increases related to three new positions and their associated operating costs ($172,338). Specifically, this includes a Park Attendant and a two person crew (Crew Chief I and Maintenance Technician) to maintain adequate services levels related to increased park acreage. The crew was requested for the FY 2021 budget but was deferred because of the budgetary impacts of COVID. The Park Attendant position has been planned to coincide with the completion of the cross-country amenities at Apalachee Regional Park. These position additions were offset by position reductions in other county divisions. Other increases are related to, contractual services for tree trimming ($92,000); seasonal temporary labor ($83,000), controlled vegetative management burns ($50,000); and mowing and turf management ($36,060).

39) Overall decrease costs associated with the hauling and disposal contract based on a recalculation of the annual tonnage passing through the Transfer Station. The recalculation was necessary subsequent to previous years including increase waste caused by hurricanes and related debris. This is offset by increases in the hauling and disposal contract portion of the tipping fee from $30.00 to $32.38, the addition of a new Hazardous Waste Materials Technician position for the new drop-off site at the Public Works complex approved at the June 8 ,2021 meeting, the recycling contract ($148,000); and the hazardous waste/electronic recycling contract ($30,000).

Constitutional

		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
40)	Clerk of the Circuit Court	2,266,404	2,337,828	2,508,030	7.3%	2,579,317	2,652,664	2,728,130	2,797,386
41)	Property Appraiser	5,051,875	5,215,123	5,350,215	2.6%	5,457,219	5,566,363	5,733,354	5,905,355
42)	Sheriff	83,167,646	81,219,754	85,883,013	5.7%	90,915,388	96,382,450	102,789,911	109,766,014
43)	Supervisor of Elections	5,861,544	4,413,603	4,945,661	12.1%	4,398,673	6,324,292	4,656,918	5,491,882
44)	Tax Collector	5,457,683	5,802,167	5,954,527	2.6%	6,067,494	6,181,612	6,297,253	6,414,256
		101,805,152	98,988,475	104,641,446	5.71%	109,418,091	117,107,381	122,205,566	130,374,893

40) Increase reflects an additional $170,202 to fund the County share of the Clerk's Finance Department, which includes funding for a new Account Payable Supervisor position requested by the Clerk to ensure timely audit schedule preparation. This is offset by a nominal decrease in Article V funding, which is state mandated funding to support the Court system.

41) Increase is related to personnel costs.

42) In addition to normal personnel costs increases the budget includes the addition of 10 new positions: three Deputies for a mental health unit , two Correctional Officers, two Community Relations Specialists, one Crime Scene Specialist, one Digital Forensic Examiner, and one Crime Analyst. The addition of these positions will assist the Sheriff in the continuation of his ALLin Leon Campaign to reduce crime rates in the County.

43) Increases are related to implementing new voting legislation requirements signed by the Governor after the 2021 legislative session, and the implementation of census redistricting requirements that will adjust precinct boundaries requiring countywide mailings and new voter ID cards.

44) Increase reflects estimated commission payments associated with an increase in property tax collections related to property values increasing by 4.05%. Increases also include commission payments for the Emergency Medical Services Municipal Services Taxing Unit, and the solid waste, fire, and stormwater special assessments.

Judicial

	Department / Division	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
45)	Court Administration*	228,971	230,364	222,868	-3.3%	229,035	234,939	241,105	247,542
46)	Guardian Ad Litem	24,556	24,277	22,873	-5.8%	22,873	22,873	22,873	22,873
47)	Other Court-Related Programs	546,683	681,459	640,919	-5.9%	642,156	651,829	661,285	671,107
48)	Public Defender	124,440	141,745	143,645	1.3%	143,645	143,645	143,645	143,645
49)	State Attorney	94,765	130,950	131,935	0.8%	131,935	131,935	131,935	131,935
		1,019,415	1,208,795	1,162,240	-3.85%	1,169,644	1,185,221	1,200,843	1,217,102

45) Decrease is related to personnel cost shifts between general revenue supported programs and court fee supported programs.

46) Reflects decrease in communication/internet costs charged to the program.

47) Decrease related to not funding vacant positions due to a decline in revenues related to Teen Court.

48) Increase is associated with communications such as internet, telephone maintenance and printer leases.

49) Increase is associated with communications such as internet, telephone maintenance and printer leases.

**** Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average and the adjustment of the Living Wage from $12 per hour to $14 per hour. Additional costs increases are associated with the lifting of the hiring freeze and the restoration of 75% of the travel and training budgets from the FY 2021 six month travel and training freeze in response to the COVID-19 pandemic.***

Leon County Fiscal Year 2022 Tentative Budget
Expenditures By Department and Division

Non-Operating

	Department / Division	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
50)	Budgeted Reserves	2,211,747	908,542	297,879	-67.2%	520,491	554,321	1,030,344	1,000,421
51)	Communications	2,462,715	3,608,376	3,841,912	6.5%	3,785,551	3,868,938	3,954,630	3,996,652
52)	Consolidated Dispatch Agency (CDA)	2,896,561	3,165,150	3,348,695	5.8%	3,516,130	3,691,937	3,876,534	4,070,361
53)	Fire Control	8,555,012	8,834,283	10,357,634	17.2%	10,690,230	10,619,121	10,770,963	10,925,047
54)	Line Item Funding	126,886	100,000	100,000	0.0%	100,000	100,000	100,000	100,000
55)	Other Non-Operating	7,506,144	8,265,232	8,730,611	5.6%	9,337,859	7,957,170	7,826,035	7,940,414
56)	Risk Allocations	1,073,250	1,149,545	1,369,688	19.2%	1,376,066	1,382,507	1,389,014	1,389,020
57)	Risk Financing & Workers Comp	4,070,146	3,842,403	4,617,064	20.2%	4,653,399	4,697,519	4,740,931	4,784,633
		28,902,461	29,873,531	32,663,483	9.3%	33,979,726	32,871,513	33,688,451	34,206,548

50) Reflects decrease in Solid Waste, Emergency Medical Services, Municipal Services and E-911 Emergency Communications contingencies.

51) Increase reflects annual adjustments in department billings for phone and internet charges.

52) Increase costs for the CDA are related to the County's 34% cost share of the agency and are associated with personnel costs, and the Motorola CAD system contract payment. The County's portion of these increases is $183,545. The City funds the remaining 66% share of the CDA.

53) Increased costs are associated with the 15% growth in fire service costs related to personnel and equipment for the City Fire Department since FY 2016. These funds are used to fund fire rescue services in the unincorporated area of the County. This increase was deferred from FY 2021 due to the economic impacts of COVID. The County will use debt service savings to fund the costs increase in FY 2022 and FY 2023 until a new joint City/County rate study can be completed in FY 2023.

54) This budget provides level funding, and includes continued support in the amount of $100,000 for the third payment of a five year agreement with the Kearney Center for the capital costs associated with the Homeless Shelter Relocation.

55) Increased costs are related to funding for the first year of a three-year commitment for the joint County, City and Florida State University Real Time Crime Center ($277,777); the joint City/County 800Mhz system ($89,641); and for the State Juvenile Justice Payment ($115,128). These increases are offset by a decrease in Community Redevelopment Agency (CRA) payment ($-6,034) related to a 5.74% decline in value in the Downtown District.

56) Reflects an increase in cost allocations to fund the rise in cost of general liability, vehicle and aviation insurance premiums, offset by a decrease in the cost for property insurance.

57) To properly fund the County's liability for the self insurance of workers' compensation claims, the worker's compensation budget was increased by $600,000.

58)

Debt Service

Department / Division	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Debt Service	7,577,482	3,529,937	3,881,876	10.0%	3,949,187	3,946,291	3,945,972	493,371
ESCO Equipment Lease Financing	0	0	1,202,464	100.0%	1,255,647	1,258,037	1,255,119	1,256,892
	7,577,482	3,529,937	5,084,340	44.03%	5,204,834	5,204,328	5,201,091	1,750,263

58) Debt service increase reflects a $5.4 million loan for the acquisition of the Supervisor of Election Voting Operation Center property, and related facility improvements including the replacement of the roof and mechanical system. The Energy Saving Performance Contract (ESCO) lease financing shows the first payment of 15-years funded energy savings project that replaces lighting and mechanical equipment at the Courthouse, Annex and the Sheriff Detention Facility that is paid for by annual utility and operational savings and a capital funding match. This project also allows for an annual recurring savings of $3.0 million in capital funding for mechanical systems that would have been necessary if not funded by the ESCO equipment lease financing.

59)

Capital Improvement Program

Department / Division	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Budgeted Capital Reserves	0	57,570	31,255	-45.7%	31,568	31,883	32,202	32,524
Engineering Services	14,692,840	11,844,341	10,039,850	-15.2%	15,119,776	13,934,501	13,119,188	12,970,603
Facilities Management	7,935,559	3,339,180	3,394,386	1.7%	4,328,255	3,377,536	4,064,162	5,025,186
Fleet Management	3,293,786	2,955,660	3,468,985	17.4%	4,509,000	5,327,700	4,282,500	4,628,700
Management Information Services	2,103,345	2,757,785	2,399,695	-13.0%	3,357,589	4,057,569	3,994,126	3,731,284
Parks & Recreation	3,381,056	1,312,550	2,070,812	57.8%	1,160,000	1,515,000	1,335,000	1,535,000
Public Works - Operations	684,345	185,200	435,200	135.0%	596,832	395,168	450,805	450,805
Solid Waste	154,088	211,052	427,511	102.6%	150,852	150,852	150,852	300,582
	32,245,019	22,663,338	22,267,694	-1.75%	29,253,872	28,790,209	27,428,835	28,674,684

59) At the May 25, 2021 meeting, the Board approved advance funding $2.7 million from the American Rescue Plan Act (ARPA) in revenue loss mitigation funding to address transportation and flood relief projects that were delayed or not funded because of the pandemic that include: Baum Road ($926,000); Ben Boulevard ($850,000); Miccosukee Road Bridge ($567,500); and Maylor Road ($358,500). The advance funding of these projects reduced the FY 2022 overall capital program by 1.75% from FY 2021. The FY 2022 Capital Program also includes $4.27 million for Arterial/Collector/Local Road resurfacing to maintain County roads; $2.54 million for continued funding of the Sidewalk Program; $2.26 million for building roofs, maintenance, infrastructure and mechanical repairs, $2.09 million for the Detention Center facility capital costs; $1.18 million in EMS vehicle replacements; $1.21 million in Public Works and General Vehicle and Equipment replacements; $550,000 for County Compute Infrastructure; $400,000 in support of the Library's Essential Library Initiative; and $350,000 for Capital Parks Maintenance.

**** Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 6%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average and the adjustment of the Living Wage from $12 per hour to $14 per hour. Additional costs increases are associated with the lifting of the hiring freeze and the restoration of 75% of the travel and training budgets from the FY 2021 six month travel and training freeze in response to the COVID-19 pandemic.***

Leon County Fiscal Year 2022 Tentative Budget
Expenditures By Department and Division

Grants Administration

	Department / Division	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
	Grant-Economic Development	405,494	-	-	0.00%	0	0	0	0
60)	Grants EMS	216,124	60,000	60,000	0.00%	60,000	60,000	60,000	60,000
61)	Grants Housing	172,907	50,000	50,000	0.00%	50,000	50,000	50,000	50,000
62)	Grants IDA	84,835	105,497	78,454	-25.63%	79,631	80,825	82,037	83,268
63)	Grants Library	60,842	15,000	15,000	0.00%	15,000	15,000	15,000	15,000
64)	Grants LLEBG	0	40,000	38,356	-4.11%	38,356	38,356	38,356	38,356
	Grants Parks	16,280	-	-	0.00%	0	0	0	0
	Grants Public Works	1,798,565	-	-	0.00%	0	0	0	0
	Grants-Emergency Management	19,286	-	-	0.00%	0	0	0	0
		2,774,333	270,497	241,810	-10.61%	242,987	244,181	245,393	246,624

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

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

62) Reflects decrease traffic fines collected for driver's education for the Slosberg Drivers' Education Fund, caused by the impacts of COVID on driving. These funds are paid to the Leon County School Board for the driver's education program. At the January 28, 2020 Board meeting, the Additional Civil Traffic Penalty ordinance was amended to increase the penalty from $3.00 to $5.00 which at the time was anticipated to generate additional revenue to enhance the driver education programs; however, traffic citations declined due to the stay-at-home orders issued for COVID.

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

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

Transfers

	Department / Division	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
65)	Transfers	52,003,766	39,777,008	45,227,143	13.70%	47,407,460	55,829,694	53,945,854	56,238,688
		52,003,766	39,777,008	45,227,143	13.70%	47,407,460	55,829,694	53,945,854	56,238,688

65) A budget transfer is the reallocation of funding from one fund to support expenditures in another fund usually for a dedicated purpose, such as the transfer of Building funds to the Capital Improvement Fund for the purchase of Building Department vehicles. The increase in transfers for FY 2022 is related to the increases in transfers from general revenue funds to support operations, for the Supervisor of Election, Pre-trial/Probation (due to the decline in fee revenue), and Emergency Medical Services, Solid Waste and Fire Services as part of the multi-year fiscal plan to avoid fee increases. These transfer increases are offset by decreases in transfers to the Development and Environment Services Fund due to an increase in fee revenue to support permitting operations, and the Transportation Capital Improvements Fund due to the advanced funding of capital projects planned for FY 2022 with American Recovery Act Funds during FY 2021.

Summary Totals

	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	Adopted Change	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Leon County Government	112,310,416	124,031,173	128,138,429	3.31%	131,419,306	134,530,603	137,243,605	139,826,948
Constitutional Officers	101,805,152	98,988,475	104,641,446	5.71%	109,418,091	117,107,381	122,205,566	130,374,893
Judicial	1,019,415	1,208,795	1,162,240	-3.85%	1,169,644	1,185,221	1,200,843	1,217,102
Non-Operating	28,902,461	29,873,531	32,663,483	9.34%	33,979,726	32,871,513	33,688,451	34,206,548
Capital	32,245,019	22,663,338	22,267,694	-1.75%	29,253,872	28,790,209	27,428,835	28,674,684
Debt Service	7,577,482	3,529,937	3,881,876	9.97%	3,949,187	3,946,291	3,945,972	493,371
ESCO Lease Financing	0	0	1,202,464	100.0%	1,255,647	1,258,037	1,255,119	1,256,892
Grants	2,774,333	270,497	241,810	-10.61%	242,987	244,181	245,393	246,624
Total Budget Net Transfers	**286,634,278**	**280,565,746**	**294,199,442**	**4.86%**	**310,688,460**	**319,933,436**	**327,213,784**	**336,297,062**
Total Operating Budget	254,389,259	257,902,408	271,931,748	5.44%	281,434,588	291,143,227	299,784,949	307,622,378
Total Capital Budget	32,245,019	22,663,338	22,267,694	-1.75%	29,253,872	28,790,209	27,428,835	28,674,684
Total County Budget	338,638,044	320,342,754	339,426,585	5.96%	358,095,920	375,763,130	381,159,638	392,535,750
Total County Minus Transfers	286,634,278	280,565,746	294,199,442	4.86%	310,688,460	319,933,436	327,213,784	336,297,062

Leon County Fiscal Year 2022 Tentative Budget

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

Expenditure Summary by Category	FY20 Adopted	FY21 Adopted	% Change	FY22 Budget	% Change	Reference
MANDATORY						
Constitutional Officers						
Supervisor of Elections	5,485,288	4,413,603		4,945,661		FS 129.202, FS 97-107
Tax Collector	5,406,444	5,802,167		5,954,527		FL Constitution: Article VIII Section 1(d), FS 192.091(2), FS 197
Property Appraiser	5,059,837	5,215,123		5,350,215		FL Const: Article VIII Section 1(d), FS 192.091(1), FS 193.023, FS 193-194, 196, 200
Sheriff	77,045,865	81,219,754		85,883,013		FL Constitution: Article VIII Section 1(d), FS 30.49 and 30.50
Clerk of Court	2,266,404	2,337,828		2,508,030		FL Constitution: Article VIII Section 1(d), FL Constitution: Article V Section 16
	95,263,838	98,988,475	3.91%	104,641,446	5.71%	
Judiciary (Article V)						
State Attorney	132,120	130,950		131,935		FL Const: Article V Sec. 14 & 17, FS 29.008
Public Defender	134,980	141,745		143,645		FL Const: Article V Sec. 14 & 18, FS 29.008
Guardian Ad Litem	23,425	24,277		22,873		FS 29.008, FS 39.8296
Court Administration	175,554	185,228		176,780		FL Constitution: Article V, FS 29.008
Legal Aid	311,404	308,895		309,180		FS 939.185(2)
subtotal	777,483	791,095	1.75%	784,413	-0.84%	
Charter						
County Commission	1,880,430	1,911,276		1,936,151		FL Constitution: Article VIII Section 1(e), FS 125.01, Leon County Charter
County Attorney	2,121,437	2,011,946		2,078,549		Leon County Charter, LCL: Ch 2-Article X Section 2-503, FS 127.01
County Administrator's Office	1,199,472	1,238,043		1,279,626		Leon County Charter, LCL: Ch 2-Article X Section 2-501, F.S. 125.7
subtotal	5,201,339	5,161,265	-0.77%	5,294,326	2.58%	
Payments						
CRA-Payment	2,733,540	3,518,010		3,511,976		FS 163.506
Debt Service	7,569,535	3,529,937		5,084,340		FS 130
Medical Examiner	540,441	717,875		732,555		FS 406.08
Tubercular Care & Child Protection Exams	61,000	61,000		50,000		FS 392.68
Baker and Marchman Act	638,156	638,156		638,156		FS 394.76(3)b
Medicaid & Indigent Burial	3,335,672	3,514,803		3,250,753		Med: FS 409.915, IB: FS 406.50
Tax Deed Applications	45,000	45,000		45,000		FS 197.502
Juvenile Detention Payment	1,567,768	1,174,781		1,289,909		FS 985.686
subtotal	16,491,112	13,199,562	-19.96%	14,602,689	10.63%	
Transportation/Stormwater						
Public Works Support Services	605,428	627,095		648,504		
Engineering Services	3,976,392	3,958,223		4,375,628		FS 316.006(3)
Transportation Maintenance	4,674,502	4,699,676		5,128,878		FS 206.47(7), FS 206.60(2), FS 336.02(1)
Right of Way Maintenance	2,972,786	2,939,347		3,263,395		FS 337.401
Stormwater Maintenance	3,373,311	3,223,759		3,589,761		LCL: Ch 10-Article VII Div. 1 & 2, FS 403.0893
subtotal	15,602,419	15,448,100	(0)	17,006,166	0	
Development Support & Environmental Management						
Development Services (not including Bldg Dept)	866,527	862,945		755,902		LCL: Chapter 10, FS 163.3180, FS 163.3202
Environmental Compliance	1,626,593	1,571,074		1,533,139		County Charter, LCL: Ch 10-Article IV Sec. 10, FS 380.021
Development and Environmental - Support Services	607,249	615,188		594,280		Supports functions of Fund 121
subtotal	3,100,369	3,049,207	-1.65%	2,883,321	-5.44%	
Other						
Veterans Services	220,698	215,077		269,391		FS 292.11
Planning	1,145,289	1,082,305		1,097,848		FS 163.3174, FS 163.3167(2)
Court House Annex	495,142	557,930		626,229		FL Constitution: Article V, FS 29.008
Property/Liability Insurance	1,091,566	1,149,545		1,369,688		
subtotal	2,952,695	3,004,857	1.77%	3,363,156	11.92%	
Solid Waste						
Landfill Closure	-	-		-		FS 403.707
Transfer Station	8,315,757	11,068,224		9,901,735		FS 403.706 and Interlocal Agreement
Solid Waste Management Facility	454,849	540,975		573,699		FS 403.706 and Interlocal Agreement
Hazardous Waste	722,619	735,726		823,934		FS 403.7225, FS 403.704
subtotal	9,493,225	12,344,925	30.04%	11,299,368	-8.47%	
TOTAL MANDATORY	**148,882,480**	**151,987,486**	**2.09%**	**159,874,885**	**5.19%**	

Leon County Fiscal Year 2022 Tentative Budget

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

Expenditure Summary by Category	FY20 Adopted	FY21 Adopted	% Change	FY22 Budget	% Change	Reference
NON-MANDATORY						
Jail Detention/Mental Health Coordination	42,870	45,136		46,088		FL Const: Article V Section 14(c), FS 29.008
Pre-Trial Release	1,400,119	1,451,921		1,712,644		Provided alternative to incarceration
Code Enforcement	515,037	496,818		533,698		Numerous Leon County Code of Laws
Economic Development	77,000	0		0		FS 951.26
Community and Media Relations	779,612	753,526		836,910		FS 125.001
Volunteer Services	216,339	188,225		203,081		FS 125.9503, County Emergency Management Plan
Parks and Recreation	3,123,613	3,232,597		3,696,120		
Cooperative Extension	429,723	442,331		448,037		FS 1004.37
Mosquito Control	851,209	807,504		804,995		FS 388.161-162
Library	7,215,120	6,598,174		6,279,444		
Housing Services	585,596	601,674		626,259		FS 420.9075, FS 420.9079, FS 125.0103(7)
Health Department	237,345	237,345		237,345		FS 154.01
Animal Control	1,600,104	1,815,890		1,870,463		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	1,243,195	1,227,925		1,322,305		Provides an alternative to the County Jail
Rural Waste Service Centers	680,923	742,376		757,217		
Yard Waste	388,181	403,564		236,150		
Primary Health Care	1,828,022	1,824,059		1,836,838		FS 154.011, LCL: Ch 11-Article XVII Sec. 11
Office of Sustainability	322,550	331,364		320,289		
Strategic Initiatives	831,822	808,279		897,905		
Real Estate	355,111	344,646		398,896		
subtotal	22,723,491	22,353,354	-1.63%	23,064,684	3.18%	
Agreements/Payments						
Fire Department - City Payment	7,852,738	8,351,804		9,875,155		FS 125.01(1)d and Interlocal Agreement
City Payment - Parks Rec/Animal Shelter	1,443,005	1,504,334		1,568,268		Interlocal Agreement with City of Tallahassee
subtotal	9,295,743	9,856,138	6.03%	11,443,423	16.10%	
Outside Agency Funding						
Council on Culture & Arts (COCA)	1,318,462	1,027,347		1,053,667		Ordinance 2006-34
DISC Village/Juvenile Assessment Center	222,759	222,759		222,759		Ordinance 2006-34
Domestic Violence Coordinating Council	25,000	25,000		25,000		
Homeless Shelter Relocation	100,000	100,000		100,000		
subtotal	1,666,221	1,375,106	-17.47%	1,401,426	1.91%	
Miscellaneous						
Human Services CHSP	1,480,524	1,691,580		1,632,445		County Policy No. 01-04
Military Grant	100,000	33,000		33,000		County Policy No. 03-18
Summer Youth Employment	40,666	40,727		40,731		
Volunteer Fire Department	482,479	482,479		482,479		
Diversionary Funding	100,000	100,000		100,000		
Blueprint 2000	436,719	578,609		587,316		
subtotal	2,640,388	2,926,395	10.83%	2,875,971	-1.72%	
Event Sponsorships						
Community Events	15,000	25,000		25,000		
North Florida Homeless Veterans Stand Down	10,000	10,000		10,000		
Honor Flight	20,000	20,000		20,000		Ordinance 2006-34
Operation Thank You!	15,900	20,900		20,900		Ordinance 2006-34
Veterans Day Parade	5,000	5,000		5,000		Ordinance 2006-34
subtotal	65,900	80,900	22.76%	80,900	0.00%	
TOTAL NON-MANDATORY	**36,391,743**	**36,591,893**	**0.55%**	**38,866,404**	**6.22%**	

Leon County Fiscal Year 2022 Tentative Budget

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

Expenditure Summary by Category	FY20 Adopted	FY21 Adopted	% Change	FY22 Budget	% Change	Reference
SUPPORT FUNCTIONS						
Office of Management & Budget/Risk Management	1,025,650	1,004,655		1,062,466		FS 129
Facilities Management	12,270,320	12,063,601		11,856,961		FS 29.008 Maintains County Facilities
Human Resources	1,509,093	1,526,508		1,576,424		Implement Federal and State legislation regarding employment practices
Management Information Services	7,191,373	7,483,475		7,828,184		FS 29.008 Maintains all County information systems - emails, hardware, software, etc.
Purchasing	603,731	585,743		645,657		FS 274.03, FS 287, LCL: Chapter 2-Article IX Section 2.401
Geographic Information Systems	2,103,224	2,099,120		2,110,729		Interlocal Agreement with the City of Tallahassee
Consolidated Dispatch Agency (CDA)	2,896,461	3,165,150		3,348,695		Interlocal Agreement with the City of Tallahassee and Leon County Sheriff
Non-Operating (Audit, Bank Charges, etc.)	986,387	1,016,436		1,295,896		
TOTAL SUPPORT FUNCTIONS	**28,586,239**	**28,944,688**	**1.25%**	**29,725,012**	**2.70%**	
RESERVES						
Budgeted Contingency; all funds	324,003	908,541		297,879		
TOTAL BUDGETED RESERVES	**324,003**	**908,541**	**180.41%**	**297,879**	**-67.21%**	
TOTAL GENERAL REVENUE SUPPORTED	**214,184,465**	**218,432,608**	**1.98%**	**228,764,180**	**4.73%**	
SELF SUPPORTING AND INTERNAL SERVICES						
Building Inspection	1,969,134	2,024,882		2,142,963		Numerous FS cites - see division page
Fleet Management	2,891,643	3,073,578		2,838,005		
Risk Management - Workers Comp	3,538,278	3,842,403		4,617,064		Workers Compensation, Property, Liability Insurance
Communications Trust Fund	1,477,683	1,921,426		2,065,321		
Teen Court	71,099	73,422		51,309		FS 938.19, Ordinance 9-18, LCL: Ch 7-Article 2 Section 7-28
Drug Abuse Trust Fund	80,750	84,835		89,015		
Judicial Programs	303,402	299,142		280,430		FS 939.185, LCL: Ch 7-Article II Section 7-24
Other Grant Related Activity	728,543	669,274		1,306,498		
Emergency Management Grant Match	121,221	121,221		121,221		
Emergency Management Grants	224,993	233,883		242,152		
9-1-1 Funding	1,215,400	1,234,700		1,173,147		FS 365.171
Emergency Medical Services (EMS)	18,049,763	20,336,869		21,995,039		FS 125.01(1)e, LCL: Ch 8-Article III Section 8
Tourism Development Funding	4,997,821	3,353,120		3,947,838		
Killearn Lakes Special Assessment	232,500	232,500		232,500		Interlocal Agreement with the City of Tallahassee
800 MHz Radio Support	1,641,820	1,686,950		1,776,591		
Huntington Oaks Plaza	86,535	105,695		105,852		
Drug & Alcohol Testing	170,349	175,899		182,622		
TOTAL SELF SUPPORTING AND INTERNAL SERVICES	**37,800,934**	**39,469,799**	**4.41%**	**43,167,567**	**9.37%**	
TOTAL OPERATING BUDGET	**251,985,399**	**257,902,407**	**2.35%**	**271,931,747**	**5.44%**	
TOTAL CAPITAL BUDGET (excluding reserves)	**22,119,698**	**22,605,768**	**2.20%**	**22,236,439**	**-1.63%**	
TOTAL CAPITAL RESERVES	**97,375**	**57,570**	**-40.88%**	**31,255**	**-45.71%**	
GRAND TOTAL	**274,202,473**	**280,565,746**	**2.32%**	**294,199,442**	**4.86%**	

Notes:

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

Leon County Fiscal Year 2022 Tentative Budget

Major Revenues

(FY 2022 Revenue Estimates projected in Millions at 95%)

AD VALOREM PROPERTY TAXES ($154.44)
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 ($5.87)
This tax is a locally imposed 6 cents per gallon tax on every net gallon of motor and diesel fuel originally levied in 2009. In September 2013, the County and City amended the Inter-local Agreement, which authorizes the extension of 6 cents gas tax, with an allocation of 50/50 between the County and the City, being in effect from October 1, 2015. At the September 10th, 2013 meeting, the Board approved levying an additional 5 cents to be shared 50/50 between the County and City.

9TH CENT GAS TAX ($1.24)
This tax was a State imposed 1 cent tax on gasoline and diesel fuel. Beginning in FY 2002, the County began to levy the amount locally on all fuel consumption.

STATE SHARED GAS TAX ($3.86)
Tax derived from the County Fuel Tax and the Constitutional Gas Tax. These revenues are all restricted to transportation related expenditures.

ENVIRONMENTAL PERMITS ($1.82)
Environmental Permit Fees are derived from development projects for compliance with stormwater, landscape, tree protection, site development and zoning, and subdivision regulations.

BUILDING PERMITS ($2.32)
Building Permit Fees are derived from developers of residential and commercial property and are intended to offset the cost of plan review and inspections to ensure that development activity meets local, state and federal building code requirements.

LOCAL OPTION SALES TAX ($5.23)
The Local Government Infrastructure Sales Tax (Local Option) is a 1 cent sales tax on all transactions up to $5,000. Effective December 2004, the sales taxes are disbursed at 80% for Blueprint 2020, 10% County and 10% City. In a November 2014 referendum, the sales tax was extended for another 20 years beginning on January 1, 2020, including additional revenue for L.I.F.E.

LOCAL GOVERNMENT 1/2 CENT SALES TAX ($12.93)
The Local Government 1/2 Cent Sales Tax is the largest amount of revenue among state-shared revenue sources for local government. The funding source is based on the transfer of 8.9744 percent of net sales tax proceeds remitted by all sales tax dealers located within the County. Revenue is shared between County (56.6%) and City (43.4%) based on a statutory defined distribution formula.

PUBLIC SERVICE TAX ($9.27)
The Public Service Tax is based upon a 10% levy on gas, water, electric services and $.04 per gallon on fuel oil.

LOCAL COMMUNICATIONS SERVICES TAX ($2.57)
This Communications Services Tax (CST) tax applies to telecommunications, video, direct-to-home satellite and related services. The CST is comprised of the State of Florida CST and the Local CST. The County levies the Local Communications Services Tax at a rate of 5.22%.

STATE REVENUE SHARING TAX ($2.78)
The Florida Legislature repealed the intangible tax revenues which comprised the majority of the County's revenue sharing in 2002. The Legislature replaced the lost revenue with a 2.0810% of sales tax collections (currently 98.56% of revenue sharing comes from this source and 2.9% comes from cigarette tax collections).

LOCAL OPTION TOURIST TAX ($5.07)
This is a locally imposed 5% tax levied on rentals and leases of less than six months duration. The funds are restricted to advertising, public relations, promotional programs, visitor services and approved special events (Florida Statute 125.014).

EMERGENCY MEDICAL SERVICES MSTU and AMBULANCE FEES ($20.50)
Funding for emergency medical services is provided by a .50 mill municipal service taxing unit (MSTU) property tax and ambulance transport fees.

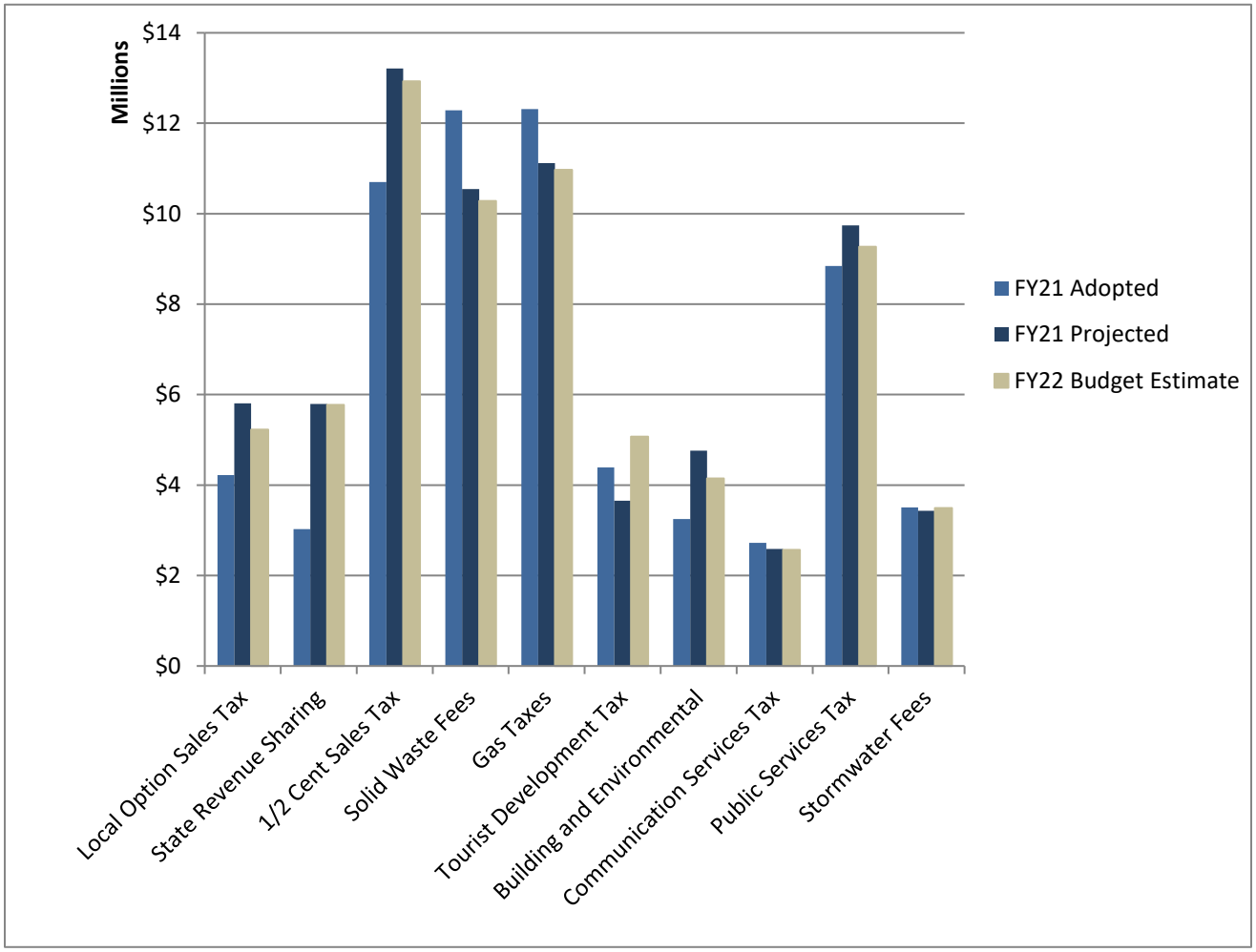
PROBATION FEES ($0.54)
The Probation fees are a combination of County court probation fees, alternative community service fees, no-show fees, and pretrial release fees. These fees are collected from individuals committing infractions that fall within the jurisdiction of Leon County Courts.

SOLID WASTE FEES ($10.28)
These revenues include tipping fees and assessments collected by the County for sorting, reclaiming and disposing of solid waste at the County landfill and transfer station.

FIRE SERVICES FEE ($8.59)
This fee adopted on June 9, 2009, is charged as a flat fee to single family homes and on a square footage basis to businesses in the unincorporated area to pay for fire services. On June 23, 2015, the Board approved a new fee schedule.

COURT FACILITIES FEE ($0.52)
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.

FY 2021 AND FY 2022 REVENUE PROJECTIONS

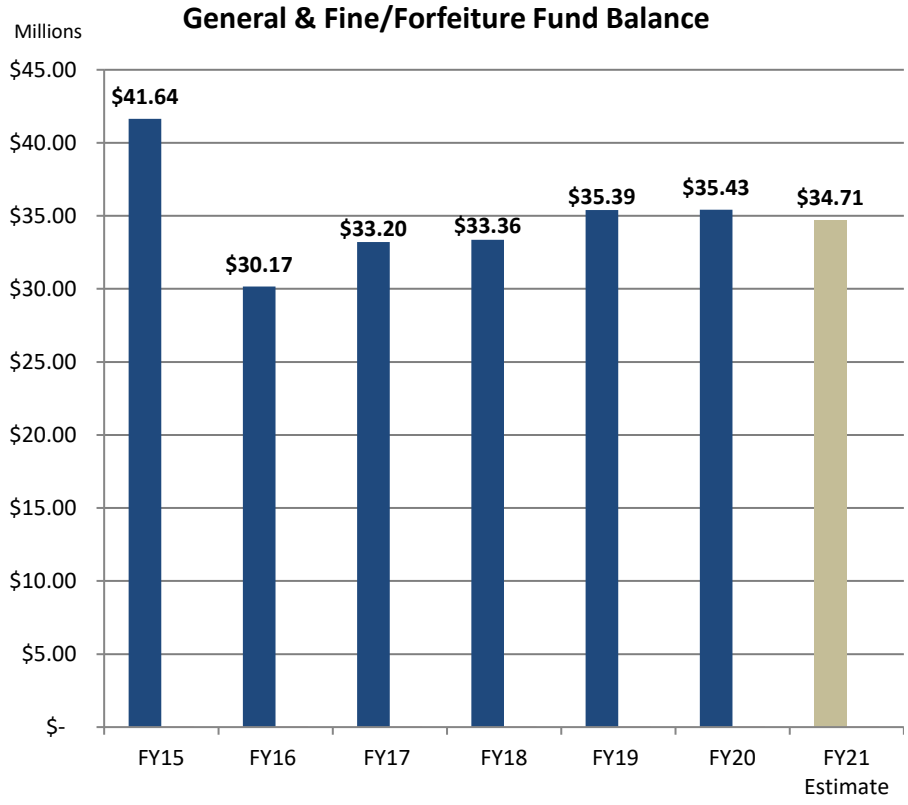


Adopted Budget FY 2021, Projected Actual Collections FY 2021, and Estimated Budget FY 2022:

This chart illustrates a comparison between the current budget, the projected actual collections for FY 2021, and the FY 2022 budget estimates. The chart depicts FY 2022 revenues forecasted at 95% as required by Florida Statute. Detailed charts of these revenues are shown on the subsequent pages, including ad valorem taxes.

Leon County Fiscal Year 2022 Tentative Budget

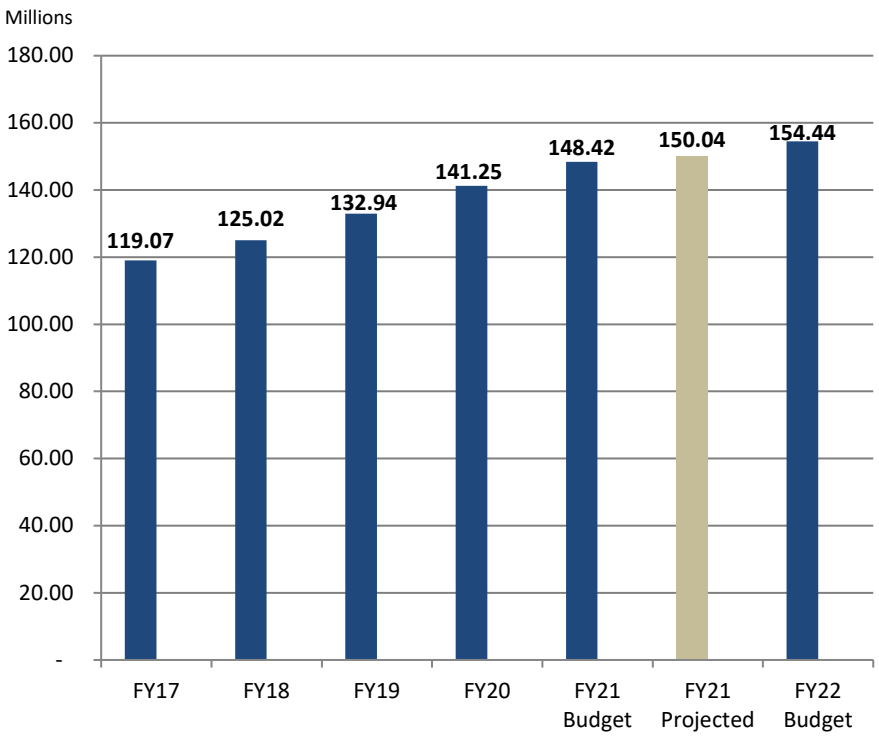
Major Revenues



General Fund – Fund Balance

Fund Balance is maintained for cash flow purposes, as an emergency reserve and a reserve for one-time capital improvement needs. In addition, the amount of fund balance is used by rating agencies in determining the bond rating for local governments. The Leon County Reserves Policy requires fund balances to be between a minimum of 15% and a maximum of 30% of operating expenditures. The decrease from FY 2015 – FY 2016 is due to the mid-year appropriation of $9.6 million to fund one-time capital projects. The audited year ending fund balance for FY 2019 is $35.39 million and the unaudited year ending fund balance for FY 2020 is $35.43 million. The decline in fund balance is due to the use of the Catastrophe Fund for COVID related expenses where reimbursement will be requested from FEMA. The FY 2021 estimated fund balance of $34.71 million reflects 20% of FY 2021 operating expenditures.

The unaudited year ending fund balance estimate for FY 2021 is $34.71 million. To follow the Leon County Reserves Policy minimum and maximum levels, the FY 2021 General & Fine/Forfeiture Fund Balance would have to remain between $22.5 million and $45.0 million. As depicted, the fund balance is within this range.



Ad Valorem Property Taxes

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

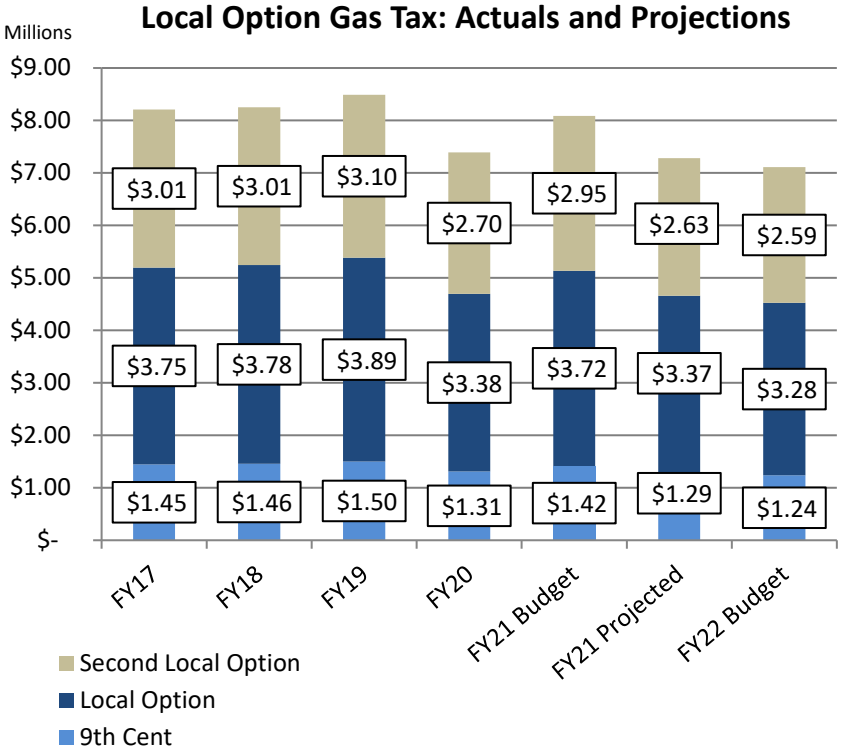
The amounts shown are the combined General Fund and Fine and Forfeiture Fund levies.

In January 2008, a constitutional amendment was passed that established restrictions on property valuations, such as an additional $25,000 homestead exemption and Save Our Homes tax portability. These exemptions limit the future growth in ad valorem taxes, 1.4% for FY 2022 compared to 2.3% last year.

While the economy continues to rebound, County revenues are either still below pre-pandemic levels or are growing at rates slower than normal. Fiscal Year 2022 Ad Valorem taxes projection reflects a 4.05% increase in Ad Valorem revenue collections over the FY 2021 budgeted amount, which is below the 6.8% growth experienced last year. Final property valuations were provided by the Property Appraiser's Office on July 1, 2021.

Leon County Fiscal Year 2022 Tentative Budget

Major Revenues



Local Option Gas Tax:

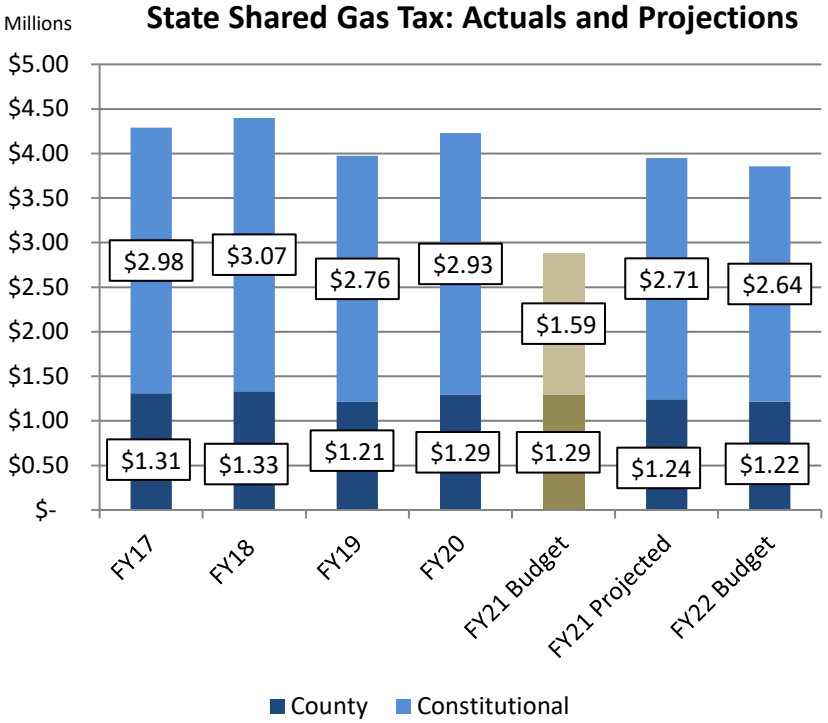
9th Cent Gas Tax: This tax was a State imposed 1 cent tax on special and diesel fuel. Beginning in FY 2002, the County began to levy the amount locally on all fuel consumption.

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

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

The amounts shown are the County's share only.

Through the COVID-19 pandemic, there was a dramatic shift in driving habits as more people were working from home, schools transitioned to offer virtual classes and leisure travel was greatly reduced. All these factors have resulted in less vehicle activity and fuel consumption. These trends towards a sustained virtual environment contribute to the reduction in anticipated revenue in the Local Option Gas Tax. The FY 2021 projections for this consumption-based tax is 9.9% lower than budgeted. The FY 2022 budget projects a 12.0% decrease over the FY 2021 budget.



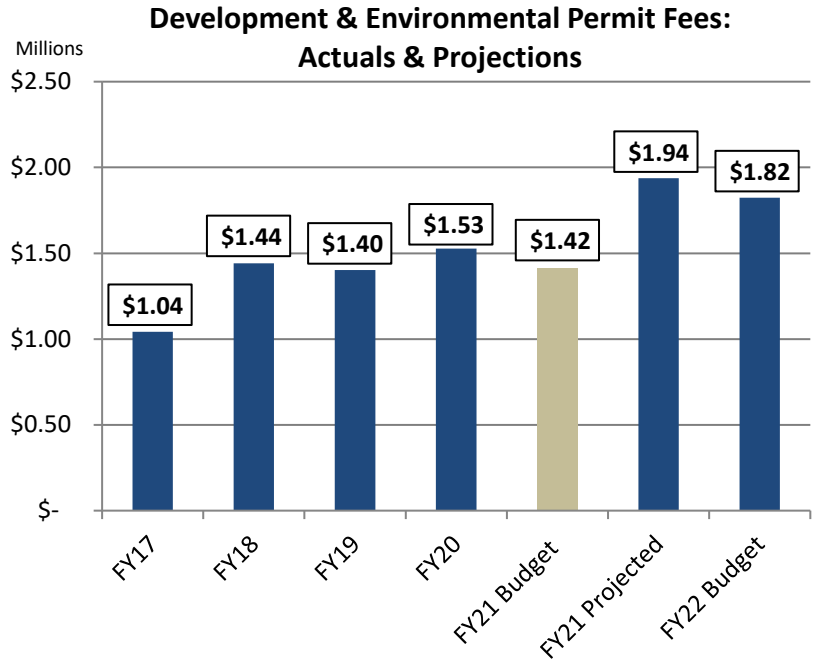
State Shared Gas Tax:

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

The COVID-19 pandemic and the sustained global economic disruption surrounding the public health emergency has impacted governments, businesses, and individuals across the world. COVID-19 changed statewide fuel consumption since people are forgoing non-essential travel and more individuals are working from home instead of commuting to the office. This trend is anticipated to continue. The FY 2021 projections for this consumption-based tax are 6.6% lower than budgeted. The FY 2022 budget projects an 8.8% decrease over the FY 2021 budget.

Leon County Fiscal Year 2022 Tentative Budget

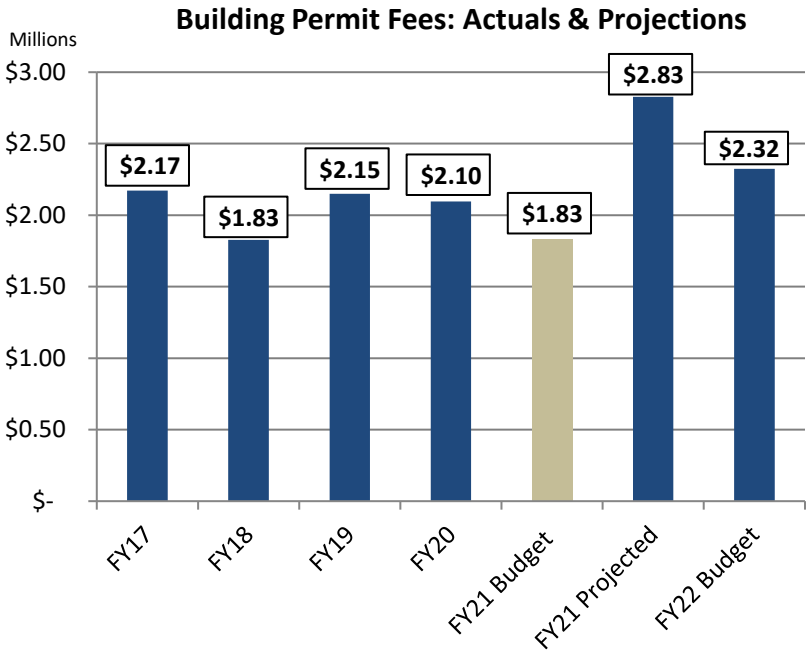
Major Revenues



Environmental Permit Fees:

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

The FY 2021 Environmental Permit Fees have exceeded estimates due to a faster than expected rebounding of the economy from the COVID-19 pandemic due to low interest rates and a strong building sector economy. FY 2022 estimates are anticipated to follow the trend. The major increases in 2020 and 2021 are related to a permitting application within the Fallschase residential housing development.



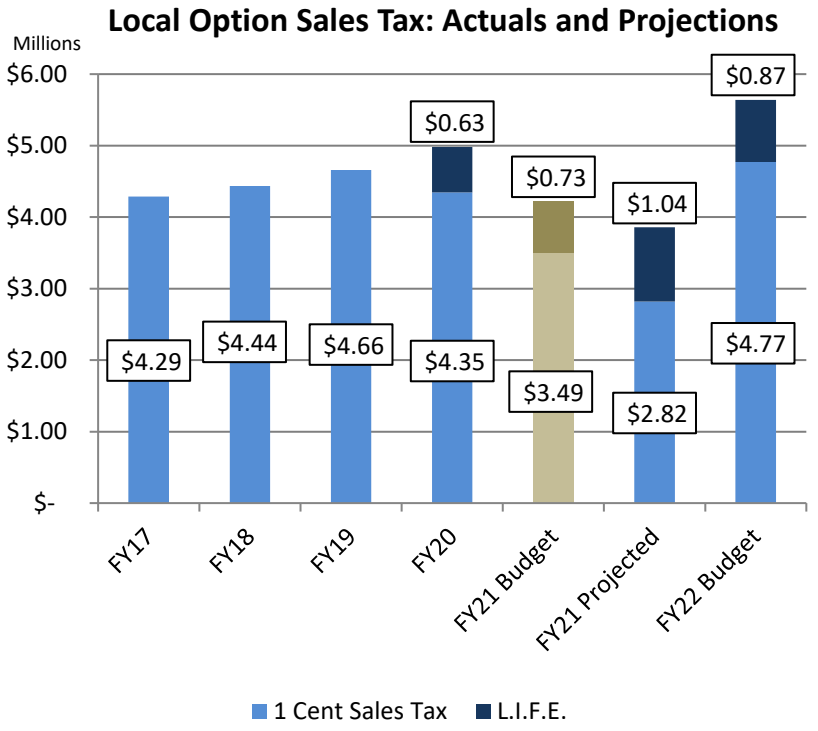
Building Permit Fees:

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

Estimates for FY 2021 indicate a 34.9% increase in revenues from FY 2020 showing an increase in building permitting activity from the previous year. As noted in the chart the activity level of permitting is variable from year-to-year depending on the number and size of permitted buildings. Leon County has followed the state and national trend in FY 2021 due to low interest rates and a strong consumer market in housing. The FY 2022 estimated budget reflects continued growth in permitting activity with a 26.9% increase over the FY 2021 budgeted amount.

Leon County Fiscal Year 2022 Tentative Budget

Major Revenues



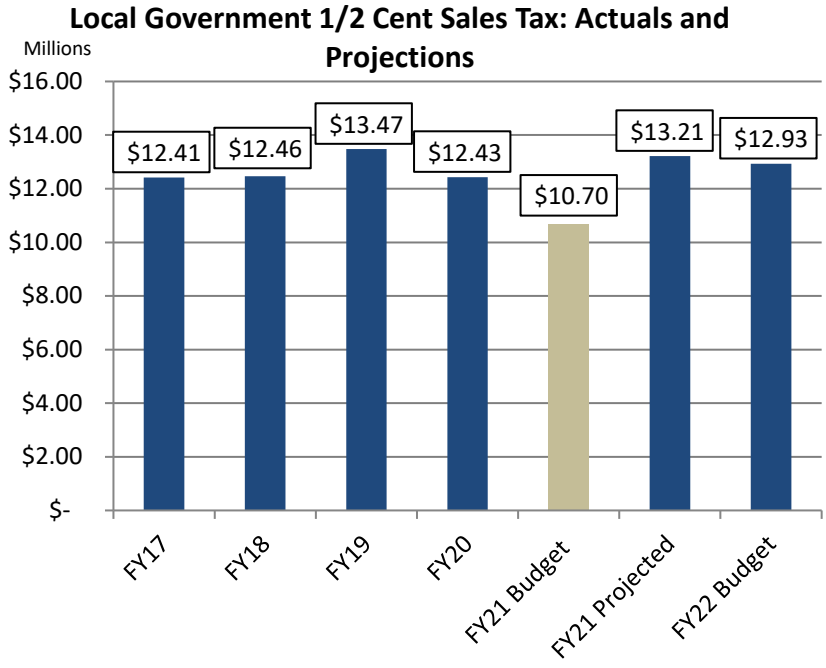
Local Option Sales Tax:

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

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

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

The Local Option Sales Tax 1 Cent Sales Tax is projected to generate 37.7% more than budgeted for FY 2021 due to conservative budgeting consumer spending rebounding more quickly than originally estimated. However, collections have not returned to pre-pandemic levels.



Local Government ½ Cent Sales Tax:

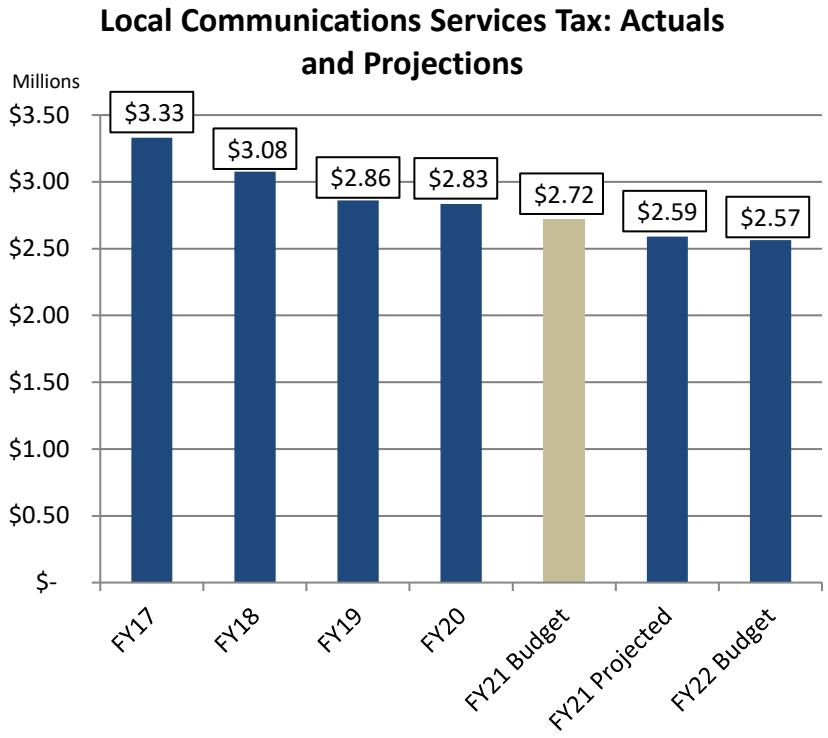
The Local Government 1/2 Cent Sales Tax is based on 8.9744% of net sales tax proceeds remitted by all sales tax dealers located within the State. On July 1, 2004, the distribution formula reduced the County's share to 8.814% or a net reduction of approximately 9.5%. The revenue is split 56.6% County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

The amounts shown are the County's share only.

The Local Government Half-Cent Sales Tax is reflective of local consumer spending in Leon County. The FY 2021 budget was reduced by 14% from FY 2020 collections due to an anticipated COVID-19 related decline in consumer spending. However, due to consumer spending rebounding after the stay-at- home orders were lifted and vaccines became available, the revenues have recovered. Leon County is projected to receive 23.5% more than budgeted for FY 2021 due to conservative budgeting and a strong recovering economy. The FY 2022 budget shows a 20.8% increase over the FY 2021 budget.

Leon County Fiscal Year 2022 Tentative Budget

Major Revenues

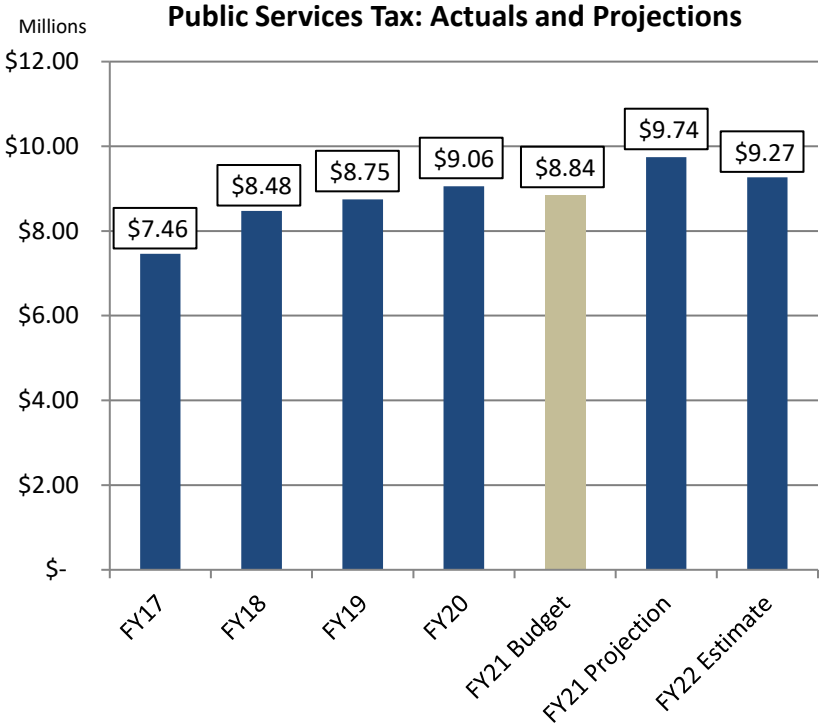


Communication Services Tax:

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

Statewide, the CST has been in decline the past five years. Part of this decline was due to the Florida Department of Revenue notifying the County's Office of Financial Stewardship of an adjustment in the amount of $329,729 due to the erroneous overpayment of local taxes. This adjustment was deducted from monthly distributions, in the amount of $9,159, effective March 2018 through March 2021.

FY 2021 revenues are anticipated to come in at 5.7% under budget, and the FY 2022 budget is in line with the projected collections for both Leon County as well as the State of Florida.



Public Services Tax:

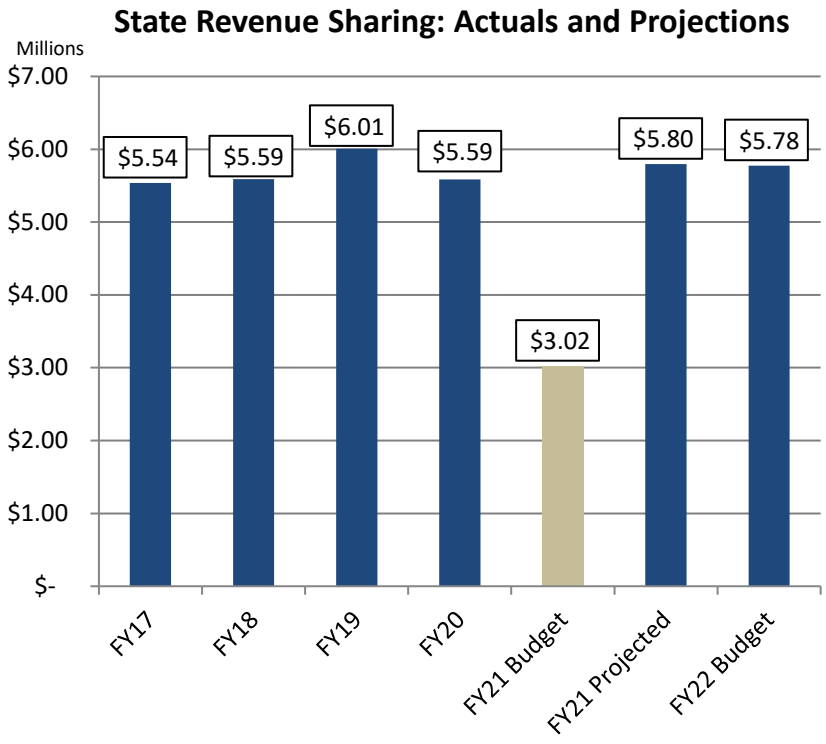
The Public Services Tax is a 10% tax levied upon each purchase of electricity, water, and metered or bottled gas within the unincorporated areas of the County. It is also levied at $0.04 per gallon on the purchase of fuel oil within the unincorporated areas of the County. This tax became effective on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

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

The COVID-19 pandemic increased home consumption for the Public Services Tax collections as indicated by the FY 2021 revenue projection showing a 7.6% increase over collections in FY 2020 and an 10.1% increase over the FY 2021 budget. The FY 2022 budget is 4.8% higher than the FY 2021 budget.

Leon County Fiscal Year 2022 Tentative Budget

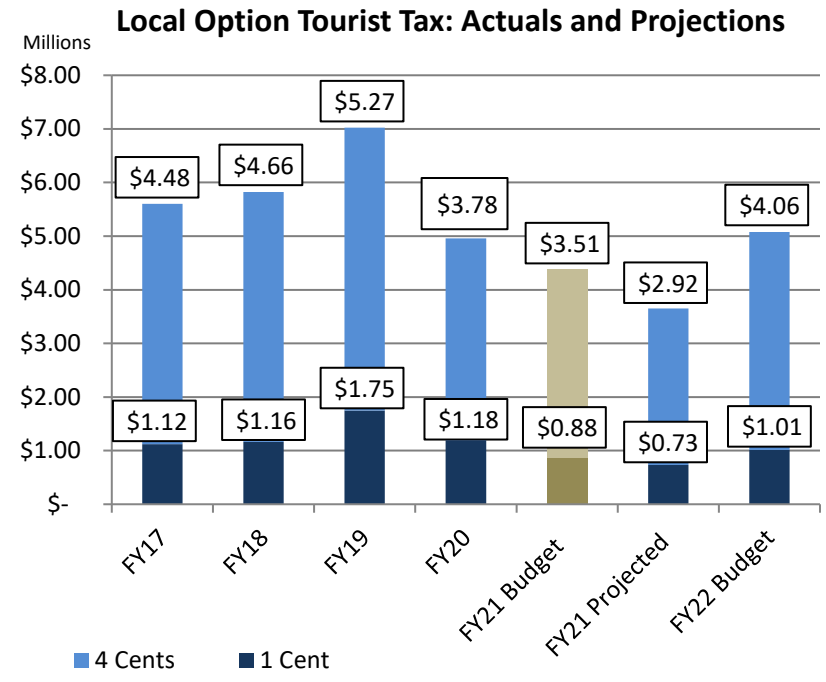
Major Revenues



State Revenue Sharing:

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

The COVID-19 pandemic and the sustained global economic disruption surrounding the public health emergency has impacted governments, businesses, and individuals across the world. However, due to consumer spending rebounding after the stay-at- home orders were lifted and vaccines became available, the revenues have recovered. For state revenue sharing, Leon County is projected to receive 91.7% more than budgeted for FY 2021. The budget for FY 2022 is in line with FY 2021 projections.



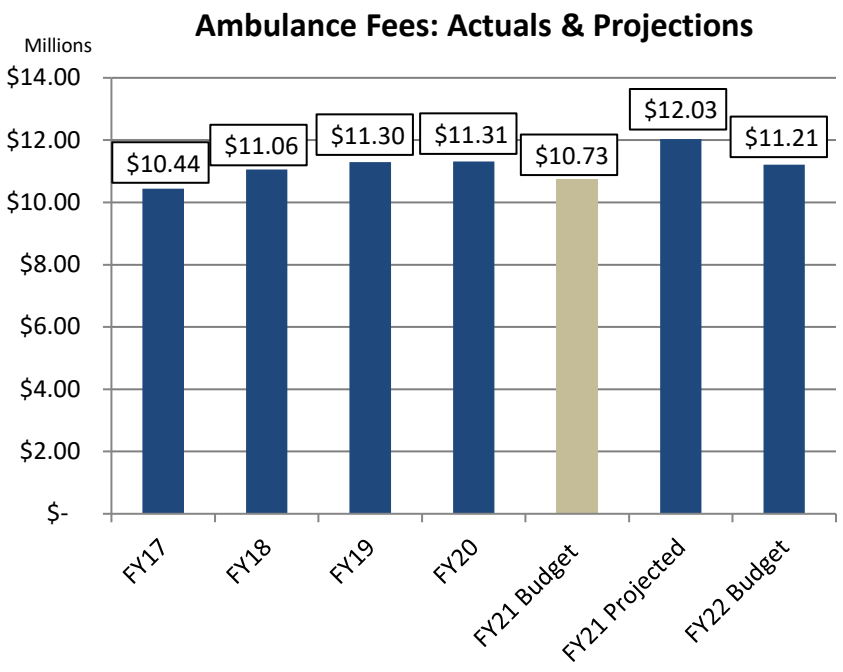
Local Option Tourist Tax:

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

COVID-19 has dramatically changed the local economy and has significantly reduced County revenues in several areas, none more so than the Tourist Development Tax. The national, state, and local recommendations for social distancing and reduced capacity, cancellation of events, and significant reductions in hotel occupancy rates is anticipated to result in a 23% decline in TDT revenues from FY 2020 collections. The FY 2022 budget shows a 16% increase over the FY 2021 budget as the tourism economy continues to recover from the pandemic.

Leon County Fiscal Year 2022 Tentative Budget

Major Revenues



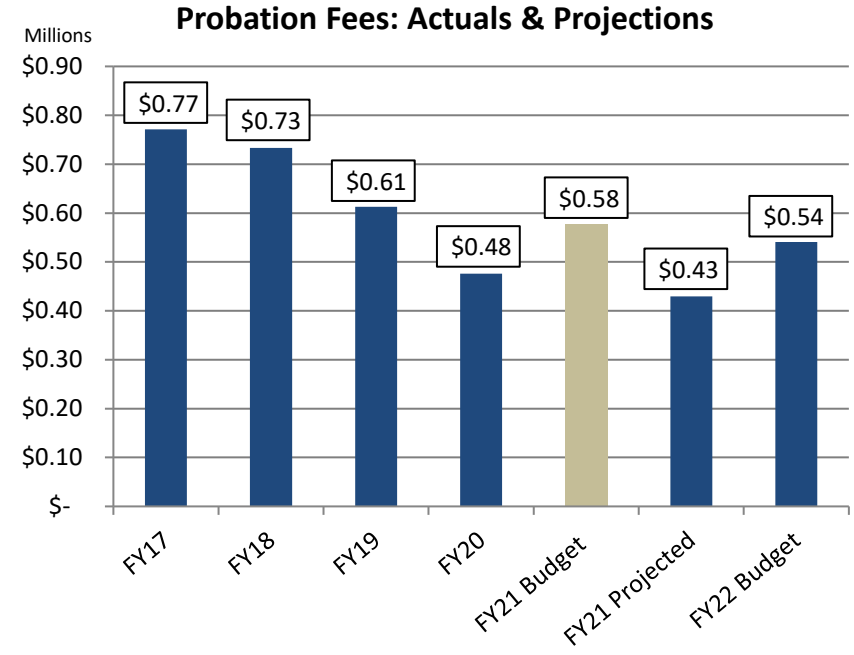
Ambulance Fees:

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

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

To estimate revenues more accurately, the forecasting methodology shifted from a collection receivables basis to a cash basis. On April 24, 2018 the Board approved a 24% fee reduction in ambulance fees effective June 1, 2018. The fee reduction did not cause a decline in revenue as anticipated, but increased collection rates due to making patient billings more affordable.

Actual revenues for FY 2021 are projected to increase by 12.2% over the budgeted amount due to higher than anticipated collection rates of outstanding billings and increased patient transport revenues.



Probation Fees:

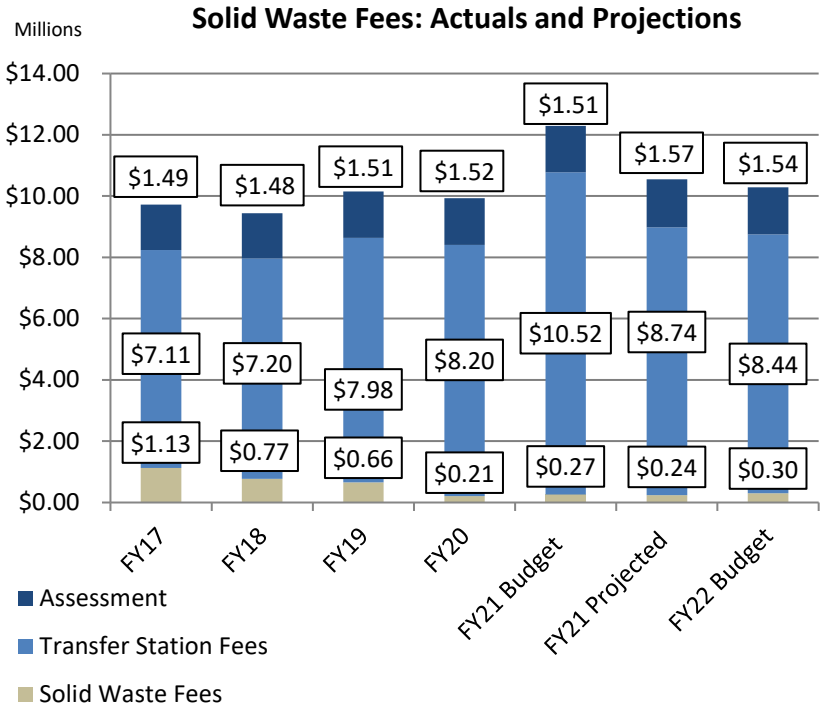
The Probation Fees are a combination of County court probation fees, alternative community service fees, no-show fees (all governed by Florida Statute 948) and pre-trial release fees (governed by an Administrative Order). These fees are collected from individuals committing infractions that fall within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

Revenues collected through Probation and Pre-Trial fees have steadily declined since FY 2017. This can be attributed to a decline in Probation and Pre-Trial caseloads, early termination of sentences and a decrease in court ordered GPS (Global Positioning Satellite) electronic monitoring/tracking and withheld adjudications for offenders unable to afford fees.

Beginning in March and April, the effects of COVID-19 can be seen in Pre-Trial and Probation Fees due to offices and the courts navigating closures and reopening in a limited capacity. FY 2021 projected revenues are expected to be 25.7% lower than the budget as the amount of fees that go uncollected remains consistent. The FY 2022 budget projects a revenue increase of 25.9% from FY 2021 due to the reopening of the courts.

Leon County Fiscal Year 2022 Tentative Budget

Major Revenues

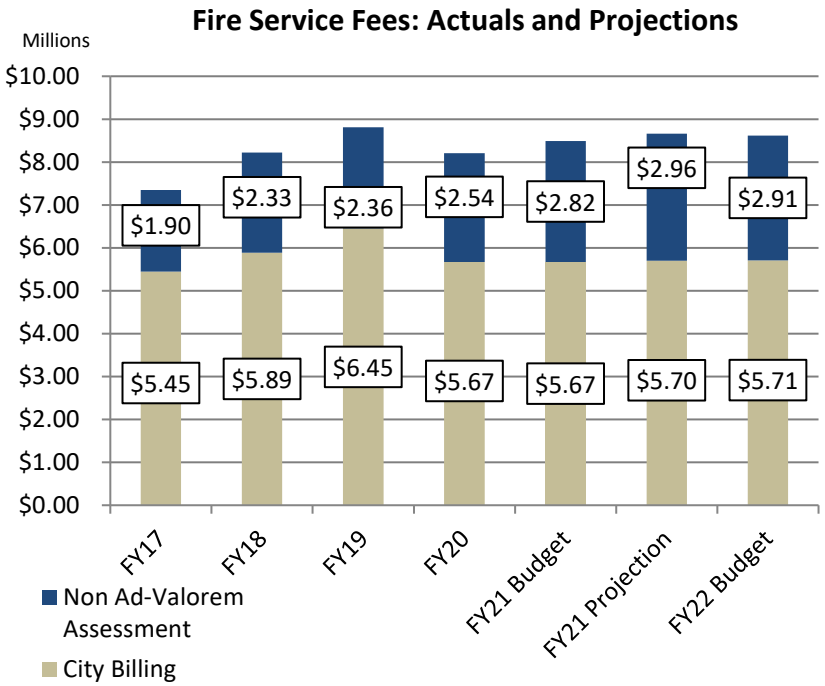


Solid Waste Fees:

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

In October 2008, the County entered into a contractual agreement with Marpan Recycling. The Solid Waste Management Facility stopped accepting Class II waste as of January 1, 2009. This contract caused a decline in revenues at the Solid Waste Management Facility. However, expenditures were adjusted to reflect the change in operations at the facility. Rural Waste Service Center fees were eliminated in FY 2020, removing the financial barrier to allow residents to responsibly dispose of waste.

FY 2021 revenue estimates project a 14.2% decrease over the budgeted amount. This is due to an overestimation of FY 2021 total tonnage that used storm debris from previous years. The FY 2022 budget reflects a revised tonnage estimate and is 2.5% lower than FY 2021 projected revenue collections.



Fire Services Fee:

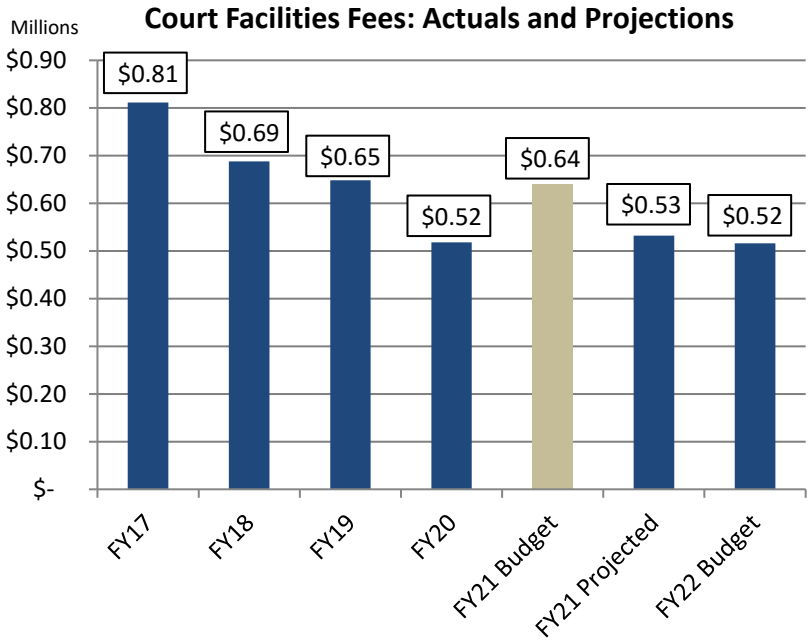
The fire service fee is collected for enhanced fire protection services in the unincorporated area of Leon County.

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

Property owners in the unincorporated area, not on city utilities, are billed quarterly. Those who do not pay their bills are transferred to the property tax bill as a non-ad valorem assessment. This accounts for the increase in the non-ad valorem assessment collections. FY 2021 is anticipated to follow that same trend.

Leon County Fiscal Year 2022 Tentative Budget

Major Revenues



Court Facilities Fee:

Court Facilities Fees are established to fund "state court facilities" as defined in Chapter 29, Florida Statutes (2009). On June 19, 2009, legislation approved permitting counties to change the surcharge placed on non-criminal traffic infractions from $15 to $30. In FY 2020, the County collected $518,321 in these fees but expended more than $8.7 million on behalf of the State Court system.

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

Court facility fees are generated through traffic ticket violations, which have been significantly impacted by the stay at home order and shift to telecommuting due to COVID-19, impacting the number of cars on the road, which impacts the number of traffic ticket violations that are recorded. The FY 2021 projections are indicating a 16.9% decrease from the budgeted amount. The increase in March and April is related to increased capacity for gatherings, vaccine availability and employers reopening offices, thereby increasing vehicle traffic and subsequent violations. FY 2022 estimates are 19.4% lower than the FY 2021 budget due to the continued trend of employees working from home and universities expanding virtual class options.

Leon County Fiscal Year 2022 Tentative Budget

Recommended Position Changes

Positions Additions and Deletions

Leon County Government	FTE	Impact
County Attorney's Office [1]		
Assistant County Attorney	1.00	$ 97,940
Legal Assistant	(1.00)	$ (65,978)
Administrative III	(1.00)	$ (55,793)
Total County Attorney's Office	**(1.00)**	**$ (23,832)**
Department of Public Works [2]		
Mechanical Engineer	1.00	$ 128,124
Crew Chief	(1.00)	$ (52,156)
Fleet Administrative V	(1.00)	$ (73,504)
Total Public Works	**(1.00)**	**$ 2,528**
Office of Resource Stewardship [3]		
Parks & Recreation		
Park Attendant	1.00	$ 48,444
Crew Chief	1.00	$ 49,410
Maintenance Technician	1.00	$ 49,484
Total ORS	**3.00**	**$ 147,338**
Office of Public Safety [4]		
Emergency Medical Services		
Medical Supply Technicians	2.00	$ 96,656
Total EMS	**2.00**	**$ 96,656**
Department of Development Support & Environmental Management [5]		
Building Inspector	1.00	$ 71,725
Planner II	(1.00)	$ (85,704)
Total DSEM	**0.00**	**$ (13,979)**
Total Leon County Government	**3.00**	**$ 208,711**

Judicial and Constitutionals	FTE	Impact
Constitutionals		
Sheriff - Law Enforcement		
Sworn Deputy	3.00	$ 469,916
Crime Scene Specialist	1.00	$ 80,648
Digital Forensic Examiner	1.00	$ 72,186
Community Relations Specialist	2.00	$ 148,306
Crime Analyst	1.00	$ 72,054
Sheriff - Corrections		
Sworn Officer	2.00	$ 172,828
Total Sheriff	**10.00**	**$ 1,015,938**
Clerk of Court and Comptroller		
Account Payable Supervisor	1.00	$ 51,132
Total Clerk	**1.00**	**$ 51,132**
Supervisor of Elections		
Voter Services Specialist	1.00	$ 62,380
Total Supervisor of Elections	**1.00**	**$ 62,380**
Total Constitutionals	**12.00**	**$ 1,129,450**
Total County, Judicial and Constitutionals	**15.00**	**$ 1,338,161**

Notes:

1. The County Attorney requested an additional Assistant County Attorney position to properly address the County's legal needs. This additional position is offset after a workload review indicated two vacant administrative positions are no longer needed to support the attorneys.
2. A Public Works Mechanical and Electrical Engineer was recommended to support the workload associated with building mechanical and electrical systems, as well as on-going retrofits of various County buildings. The addition of this position is offset by the elimination of a vacant Crew Chief previously supporting a portion of the mosquito control program and a vacant Fleet Administrative Associate position.
3. As a result of the County continuing to significantly increase park acres available to the public (Apalachee Regional Park, St. Mark's, Broadmoor Park, two dog parks, etc.), a new two-person Park Crew and park attendant position are recommended to maintain adequate service levels. The crew was requested during last year's budget process but was deferred due to the impacts of COVID. The new park attendant has been planned to coincide with the completion of the new cross-country track amenities at the Apalachee Regional Park.
4. Currently, EMS has two EMS Supply Technicians to provide 24/7 logistical coverage for all EMS operations. These Supply Technicians provide support and supplies to the ambulance fleet, EMTs and Paramedics. When the Supply Technicians are unavailable due to leave, EMTs provide shift back up to allow for continuous logistical support. Adding the two new Supply Technicians will allow EMTs to be available for additional ambulance coverage. These positions are funded through ambulance fees.
5. Due to an increase in new construction, a new Building Inspector position was recommended to ensure inspection timelines are met. This position is funded through building fees.

Leon County Fiscal Year 2022 Tentative Budget

Recommended Position Changes

Positions Reclassifications

Former Position Title	FTE	New Position Title	FTE	Impact
Administration		**Administration**		
Strategic Initiatives [1]				
Special Projects Coordinator	1.00	Senior Policy Analyst	1.00	$ 5,747
Community and Media Relations [2]				
*Library Services Specialist	1.00	Public Information & Communications Manager	1.00	$ 19,349
As part of the Essential Libraries identified efficiencies, a vacant Library Services Specialist position was reclassed to Community & Media Relations (CMR).				
Department of Development Support & Environmental Management [3]		**Department of Development Support & Environmental Management**		
*Sr. Environmental Engineer	1.00	Engineer Intern	1.00	$ -
*Environmental Inspection Supervisor	1.00	**Environmental Review Supervisor	1.00	$ -
Due to vacancies through promotion and retirement, the reclassification of these positions has no fiscal impact.				
Office of Human Services & Community Partnerships [4]		**Office of Human Services & Community Partnerships**		
Human Services Analyst	1.00	**Human Services Analyst	1.00	$ 5,195
These are paygrade adjustments and are based on workload and position market analysis.				
Office of Information Technology [5]		**Office of Information Technology**		
Office Coordinator	1.00	Cyber Security Manager	1.00	$ 3,669
Office of Library Services [6]		**Office of Library Services**		
Information Professional	1.00	Community Resources Specialist	1.00	$ 5,195
Department of Public Works		**Department of Public Works**		
Fleet Maintenance [7]				
Administrative Associate III	1.00	Administrative Associate IV	1.00	$ 1,589
Support Services [8]				
Sr. Administrative Associate I	1.00	Operations Analyst	1.00	$ 2,485
Engineering Services [9]				
Engineer Intern	1.00	Design Engineer	1.00	$ 6,943
Facilities Project Coordinator	1.00	Construction Manager II	1.00	$ 21,717
Total Leon County Government	**11.00**		**11.00**	**$ 71,889**

Notes:
1. Special Projects Coordinator reclassed to a Senior Policy Analyst to reflect the duties and responsibilities the position has assumed over the past year for a fiscal impact of $5,747.
2. Vacant Library Services Specialist was transferred to Community & Media Relations and reclassified to Public Information & Communications Manager with a fiscal impact of $19,349.
3. Reclassification of Sr. Environmental Engineer to Engineer Intern and Environmental Inspector Supervisor to Environmental Review Supervisor have no fiscal impact.
4. Human Services Analyst was reclassed to a higher paygrade with a fiscal impact of $5,195.
5. OIT Office Coordinator position reclassified to create the Cyber Security Manager position with a fiscal impact of $3,669. Position is split funded between Management Information Services (MIS) and Geographic Information Systems (GIS).
6. Reclassification of an Information Professional to a Community Resources Specialist as part of the Essential Libraries Initiative with an impact of $5,195.
7. The Administrative Associate III was reclassed to an Administrative Associate IV to partially absorb the duties of the eliminated Administrative Associate V position in Fleet Maintenance with a fiscal impact of $1,589. The elimination of the Administrative Associate V offset the addition of the new Mechanical, Electrical and Plumbing Engineer.
8. The Sr. Administrative Associate I was reclassed to an Operations Analyst to partially absorb the duties of the eliminated Administrative Associate V position in Fleet Maintenance with a fiscal impact of $2,485. The elimination of the Administrative Associate V offset the addition of the new Mechanical, Electrical and Plumbing Engineer.
9. Engineer Intern was reclassed to a Design Engineer with a fiscal impact of $6,943 as a result of achieving Professional Engineer (PE) licensure. The Facilities Project Coordinator was reclassed to a Construction Manager with a fiscal impact of $21,717.

Leon County Fiscal Year 2022 Tentative Budget

Authorized Position Summary

Board of County Commissioners

Authorized Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 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 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
County Administration	5.00	5.00	5.00	0.00	5.00	5.00	5.00	5.00	5.00
Strategic Initiatives	13.50	13.50	13.50	1.00	14.50	14.50	14.50	14.50	14.50
Human Resources	12.00	12.00	12.00	0.00	12.00	12.00	12.00	12.00	12.00
Emergency Management	7.00	7.00	7.00	0.00	7.00	7.00	7.00	7.00	7.00
Volunteer Services	0.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
	37.50	39.50	39.50	1.00	40.50	40.50	40.50	40.50	40.50

Office of Information and Technology

Authorized Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Management Information Services	43.34	43.34	43.34	0.00	43.34	43.34	43.34	43.34	43.34
Geographic Information Systems	14.66	14.66	14.66	0.00	14.66	14.66	14.66	14.66	14.66
	58.00	58.00	58.00	0.00	58.00	58.00	58.00	58.00	58.00

County Attorney's Office

Authorized Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
County Attorney	12.00	12.00	12.00	(1.00)	11.00	11.00	11.00	11.00	11.00
	12.00	12.00	12.00	(1.00)	11.00	11.00	11.00	11.00	11.00

Department of Public Works

Authorized Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
PW Support Services	4.00	4.00	4.00	0.00	4.00	4.00	4.00	4.00	4.00
Operations	138.00	138.00	138.00	(1.00)	137.00	137.00	137.00	137.00	137.00
Engineering Services	36.00	36.00	36.00	1.00	37.00	37.00	37.00	37.00	37.00
Fleet Management	9.00	9.00	9.00	(1.00)	8.00	8.00	8.00	8.00	8.00
	187.00	187.00	187.00	(1.00)	186.00	186.00	186.00	186.00	186.00

Department of Development Support & Environmental Management

Authorized Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Customer Engagement Services	2.25	2.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DS Support Services	3.40	3.90	6.65	0.00	6.65	6.65	6.65	6.65	6.65
Code Compliance Services	6.25	5.50	5.50	0.00	5.50	5.50	5.50	5.50	5.50
Building Plans Review & Inspection	24.20	24.45	23.95	1.00	24.95	24.95	24.95	24.95	24.95
Environmental Services	16.90	16.90	16.90	0.00	16.90	16.90	16.90	16.90	16.90
Development Services	9.00	9.00	9.00	(1.00)	8.00	8.00	8.00	8.00	8.00
	62.00	62.00	62.00	0.00	62.00	62.00	62.00	62.00	62.00

Department of PLACE

Authorized Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Planning Department[1]	23.50	23.50	23.50	0.00	23.50	23.50	23.50	23.50	23.50
	23.50	23.50	23.50	0.00	23.50	23.50	23.50	23.50	23.50

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

Leon County Fiscal Year 2022 Tentative Budget

Authorized Position Summary

Office of Financial Stewardship

Authorized Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Office of Management and Budget	7.00	7.00	7.00	0.00	7.00	7.00	7.00	7.00	7.00
Risk Management	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
Purchasing	8.00	8.00	8.00	0.00	8.00	8.00	8.00	8.00	8.00
Real Estate Management	3.00	3.00	3.00	0.00	3.00	3.00	3.00	3.00	3.00
	19.00	19.00	19.00	0.00	19.00	19.00	19.00	19.00	19.00

Division of Tourism

Authorized Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Tourism Development	12.00	12.00	12.00	0.00	12.00	12.00	12.00	12.00	12.00
	12.00	12.00	12.00	0.00	12.00	12.00	12.00	12.00	12.00

Office of Library Services

Authorized Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Library Services	101.70	89.20	88.70	(1.00)	87.70	87.70	87.70	87.70	87.70
	101.70	89.20	88.70	(1.00)	87.70	87.70	87.70	87.70	87.70

Office of Public Safety

Authorized Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Emergency Medical Services	127.80	143.80	143.80	2.00	145.80	145.80	145.80	145.80	145.80
Animal Control	7.00	7.00	7.00	0.00	7.00	7.00	7.00	7.00	7.00
	134.80	150.80	150.80	2.00	152.80	152.80	152.80	152.80	152.80

Office of Intervention & Detention Alternatives

Authorized Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
County Probation	16.00	16.00	16.00	0.00	16.00	16.00	16.00	16.00	16.00
Supervised Pretrial Release	14.00	14.00	14.00	0.00	14.00	14.00	14.00	14.00	14.00
Drug & Alcohol Testing	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
	32.00	32.00	32.00	0.00	32.00	32.00	32.00	32.00	32.00

Office of Human Services & Community Partnerships

Authorized Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Human Services	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
Veteran Services	3.00	3.00	3.00	0.00	3.00	3.00	3.00	3.00	3.00
Housing Services	6.00	6.00	6.00	0.00	6.00	6.00	6.00	6.00	6.00
Volunteer Services	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	13.00	11.00	11.00	0.00	11.00	11.00	11.00	11.00	11.00

Office of Resource Stewardship

Authorized Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Office of Sustainability	2.50	2.50	2.50	0.00	2.50	2.50	2.50	2.50	2.50
Parks and Recreation	30.00	30.00	30.00	3.00	33.00	33.00	33.00	33.00	33.00
Facilities Management	40.00	48.00	48.00	0.00	48.00	48.00	48.00	48.00	48.00
Solid Waste	27.15	28.15	29.15	0.00	29.15	29.15	29.15	29.15	29.15
	99.65	108.65	109.65	3.00	112.65	112.65	112.65	112.65	112.65
County Total	806.15	818.65	819.15	3.00	822.15	822.15	822.15	822.15	822.15

Leon County Fiscal Year 2022 Tentative Budget

Authorized Position Summary

Constitutional

Authorized Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Clerk of the Circuit Court	168.00	169.00	169.00	1.00	170.00	170.00	170.00	170.00	170.00
Property Appraiser	52.00	52.00	52.00	0.00	52.00	52.00	52.00	52.00	52.00
Sheriff	647.00	648.00	648.00	10.00	658.00	658.00	658.00	658.00	658.00
Supervisor of Elections	20.00	20.00	20.00	1.00	21.00	21.00	21.00	21.00	21.00
Tax Collector	86.00	86.00	86.00	0.00	86.00	86.00	86.00	86.00	86.00
	973.00	975.00	975.00	12.00	987.00	987.00	987.00	987.00	987.00

Judicial

Authorized Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Court Administration	3.00	3.00	3.00	0.00	3.00	3.00	3.00	3.00	3.00
Other Court-Related Programs	5.50	5.50	5.50	0.00	5.50	5.50	5.50	5.50	5.50
	8.50	8.50	8.50	0.00	8.50	8.50	8.50	8.50	8.50

Non-Operating

Authorized Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Other Non-Operating [2]	4.50	4.50	4.50	0.00	4.50	4.50	4.50	4.50	4.50

Grants Administration

Authorized Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Grants Court Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Summary

Authorized Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Total Full-Time Equivalents (FTE)	**1,792.15**	**1,806.65**	**1,807.15**	**15.00**	**1,822.15**	**1,822.15**	**1,822.15**	**1,822.15**	**1,822.15**

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

Leon County Fiscal Year 2022 Tentative Budget

Authorized OPS Position Summary

Department of Public Works

OPS Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Operations	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00

Department of Development Support & Environmental Management

OPS Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Development Services	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00

Division of Tourism

OPS Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Tourism Development	0.00	0.50	0.50	0.00	0.50	0.50	0.50	0.50	0.50
	0.50	0.50	0.50	0.00	0.50	0.50	0.50	0.50	0.50

Office of Library Services

OPS Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Library Services	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00

Office of Public Safety

OPS Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Emergency Medical Services	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00

Office of Resource Stewardship

OPS Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Office of Sustainability	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
Solid Waste	2.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	3.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00

Constitutional

OPS Positions	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Tentative	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Supervisor of Elections	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
Total OPS FTE	8.50	7.50	7.50	0.00	7.50	7.50	7.50	7.50	7.50

Leon County Fiscal Year 2022 Tentative Budget

Summary of Fund Balance & Retained Earnings (unaudited)

Org	Fund Title	FY19 Actual	FY20 Actual	FY21 Estimate Rev	FY21 Estimate Exp.	FY21 Estimate Year End	% Change(+/-)
	General & Fine and Forfeiture Funds * (A)						
001	General Fund	33,714,518	33,750,782	110,768,177	76,834,659	33,933,518	0.54%
110	Fine and Forfeiture Fund	1,674,303	1,674,303	96,815,330	96,035,685	779,645	-53.43%
	Subtotal:	**35,388,821**	**35,425,085**	**207,583,507**	**172,870,344**	**34,713,163**	**-2.01%**
	Special Revenue Funds						
106	County Transportation Trust Fund	4,674,953	4,083,919	21,321,049	17,187,574	4,133,475	1.21%
111	Probation Services Fund **(B)**	620,252	148,414	3,226,122	3,514,999	0	-100.00%
114	Teen Court Fund **(C)**	2,533	30,465	99,317	86,233	0	-100.00%
116	Drug Abuse Trust Fund **(C)**	32,410	92,585	121,680	76,443	45,237	-51.14%
117	Judicial Programs Fund	415,478	415,998	658,679	153,564	505,115	21.42%
120	Building Inspection Fund	2,226,315	1,442,111	4,340,930	2,880,842	1,460,088	1.25%
121	Development Support Fund **(D)**	470,935	567,220	5,170,752	3,699,929	1,470,823	159.30%
123	Stormwater Utility Fund	759,757	1,139,510	6,584,031	4,925,006	1,659,025	45.59%
124	SHIP Trust Fund **(E)**	23,654	25,247	518,585	427,951	90,634	258.99%
125	Grants	208,808	598,784	39,211,660	39,243,678	0	-100.00%
126	Non-Countywide General Revenue Fund **(F)**	1,382,791	285,827	22,383,589	16,890,896	5,492,693	1821.68%
127	Grants **(G)**	201,774	200,531	29,908,454	23,621,075	6,287,379	3035.36%
128	CARES Act Fund **(G)**	0	45,980,344	47,133,436	45,980,344	1,153,092	-97.49%
130	911 Emergency Communications Fund **(H)**	660,126	307,756	1,532,683	1,366,036	166,646	-45.85%
131	Radio Communications Systems Fund **(I)**	13,459	149,797	0	0	0	N/A
135	Emergency Medical Services Fund	6,198,513	6,271,413	29,987,300	24,346,592	5,640,708	-10.06%
137	American Recovery Plan Act (ARPA) Fund **(G)**	0	0	57,024,862	16,253,548	40,771,314	N/A
140	Municipal Service Fund **(J)**	195,167	420,716	10,624,536	8,957,509	1,667,027	296.24%
145	Fire Services Fund	2,008,116	2,139,881	11,119,499	9,274,519	1,844,980	-13.78%
160	Tourist Development Fund (1st-5th Cents) **(K)**	4,589,173	4,562,934	8,144,867	7,386,403	758,464	-83.38%
160	Tourist Develop. Cultural, Visual Arts, Heritage **(K)**	5,163,084	5,163,084	5,171,687	3,250,000	1,921,687	-62.78%
162	Special Assessment Paving Fund **(L)**	98,662	97,558	210,093	208,770	1,323	-98.64%
164	Killearn Lakes Units I and II Sewer	15,640	19,706	245,741	228,719	17,022	-13.62%
165	Bank of America Building Operating Fund **(M)**	1,390,294	660,569	2,295,249	1,131,291	1,163,958	76.21%
166	Huntington Oaks Plaza Fund **(N)**	311,752	272,200	486,688	441,493	45,195	-83.40%
	Subtotal:	**31,663,644**	**75,076,570**	**307,521,487**	**231,533,413**	**76,295,885**	**2%**
	Debt Service Funds						
211	Debt Service - Series 2003 A&B	4,034	113,339	0	0	0	N/A
222	Debt Service - Series 2014	6,720	0	3,268,180	3,268,180	0	N/A
223	Debt Service - Series 2020	0	21,449	283,206	261,757	21,449	N/A
	Subtotal:	**10,754**	**134,788**	**3,551,386**	**3,529,937**	**21,449**	**-84.09%**
	Capital Projects Funds						
305	Capital Improvements Fund **(O)**	22,801,984	24,176,104	32,874,721	33,194,473	0	-100.00%
306	Gas Tax Transportation Fund **(P)**	10,207,930	8,215,862	11,513,575	9,873,817	1,639,758	-80.04%
308	Local Option Sales Tax Fund **(Q)**	4,773,066	4,773,065	4,729,451	4,362,082	367,369	-92.30%
309	Local Option Sales Tax Extension Fund **(R)**	4,401,599	2,580,155	3,190,975	2,951,942	239,033	-90.74%
330	911 Capital Projects Fund	4,243,342	4,448,930	4,407,022	57,570	4,349,452	-2.24%
351	Sales Tax Extension 2020	0	0	6,187,989	4,791,281	1,396,708	N/A
352	Sales Tax Extension 2020 JPA Agreement	0	0	6,437,213	6,160,366	276,847	N/A
	Subtotal:	**46,427,922**	**44,194,117**	**69,340,946**	**61,391,531**	**8,269,167**	**-81.29%**

* 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.

Leon County Fiscal Year 2022 Tentative Budget

Summary of Fund Balance & Retained Earnings (unaudited)

Org	Fund Title	FY19 Actual	FY20 Actual	FY21 Estimate Rev	FY21 Estimate Exp.	FY21 Estimate Year End	% Change(+/-)
	Enterprise Funds						
401	Solid Waste Fund **(S)**	13,547,600	-3,843,515	7,900,420	15,911,611	-8,011,191	108.43%
	Subtotal:	**13,547,600**	**-3,843,515**	**7,900,420**	**15,911,611**	**-8,011,191**	**108.43%**
	Internal Service Funds						
501	Insurance Service Fund	1,317,179	909,282	5,403,765	4,049,266	1,354,499	48.96%
502	Communications Trust Fund	489,620	342,526	1,571,699	1,299,777	271,922	-20.61%
505	Motor Pool Fund **(T)**	139,534	256,977	3,522,324	3,002,816	519,508	102.16%
	Subtotal:	**1,946,333**	**1,508,786**	**10,497,787**	**8,351,858**	**2,145,929**	42.23%
	TOTAL:	**128,985,074**	**152,495,831**	**606,395,533**	**493,588,694**	**113,434,403**	**-25.61%**

Notes:

Balances are estimated as year ending for FY 2021 and may be changed pending final audit adjustments.

A. The decrease in the General & Fine and Forfeiture Funds is due to the use of $1.8 million in fund balance in FY 2021 to avoid service reductions or increases in taxes and fees, in addition to declines in revenues related to Sheriff law enforcement (warrants and prisoner room and board) as a result of the COVID pandemic.

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

C. The decrease fund balance in the teen court and drug abuse trust fund is due to COVID-19 related office closures and revenue loss for FY 2021.

D. The increase in the development support fund is due to Leon County following the state and national housing market and development trends fueled by low interest rates.

E. The increase in the SHIP fund is due to recaptured revenue as residents pay back loans.

F. This fund is used to account for non-countywide general revenue sources. Non-countywide general revenue includes Communication Services Tax, State Shared and 1/2 cent sales tax. Funds are not expended directly from the fund but are transferred to funds that provide non countywide services, and to the general fund as required by Florida Statute. The increase in fund balance is due to conservative forecasting during COVID-19 and a swift economic recovery with the return of in-person gatherings, festivals and sports and the availability of vaccines, almost bringing revenues to pre-pandemic levels.

G. These are separate grants that are interest bearing. The FY 2021 balance shows funds remaining from the US Treasury allocations for CARES, the Emergency Rental Assistance Programs (ERAP) 1 and 2 and ARPA funds in response to the COVID-19 pandemic. The remaining ERAP funds in Fund 127 will be spent by early FY 2022. The balance in CARES shows the remaining funds of programs that were established by the County after being fully reimbursed by the State of Florida for public safety personnel expenses. The ARAP balance reflects the remaining balance in the fund after the transfer of funds to other funds for projects.

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

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

J. The increase public service tax fund balance is due to additional consumption of water, electric, gas and fuel relating to the COVID-19 stay-at-home orders, teleworking, and virtual schooling.

K. The Tourist Development Tax is reflected in two separate fund balances. Currently, five cents support the Tourist Development Division marketing promotion, and Cultural regranting activities. The fund balance previously established by the one cent for the performing arts center is now dedicated for expenditures on cultural, visual arts and heritage funding programs pursuant to the interlocal agreement with the County, the City and the Community Redevelopment Agency approved at the December 9, 2014 Board Meeting. The reduction in the FY 2021 fund balance is due to COVID-19 related revenue losses.

L. The Special Assessment Paving Fund continues to see a decline in revenue as previous special assessments are paid in full and the lack of new assessments being levied in recent years due to a decline in projects.

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

N. Fund balance reduction of 83% is due to the termination of some leases, resulting in reduced collection of rents and royalties over FY 2020.

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

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

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

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

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

T. The increase includes funding for a contract increase related to vehicle monitoring software to track and improve fuel efficiency, and a slight increase in the diesel fuel budget due to the increase in consumption.

Leon County Fiscal Year 2022 Tentative Budget

Summary of Fund Balance and County Reserves Policy

Fund	Fund Title	FY21 Yr Ending Est. Bal. (B)	FY22 Tentative Budget	Policy (A) Minimum 15% Budget	Policy (A) Maximum 30% Budget	FY22: Fund Balance Allocation (B) Budgeted For Spending	Emergency Contingency & Cash Flow	Available for Future Allocation
	General & Fine and Forfeiture Funds							
001	General Fund	33,933,518	79,086,959	11,863,044	23,726,088	800,000	33,133,518	
110	Fine and Forfeiture Fund	779,645	92,073,949	13,811,092	27,622,185	0	779,645	
	Subtotal:	**34,713,163**	**171,160,908**	**25,674,136**	**51,348,272**	**800,000**	**33,913,163**	**0**
	Special Revenue Funds (C)							
106	County Transportation Trust Fund	4,133,475	18,527,260	**2,779,089**	**5,558,178**	0	4,133,475	0
111	Probation Services Fund	0	3,887,452	**583,118**	**1,166,236**	0	0	0
114	Teen Court Fund	0	64,209	**9,631**	**19,263**	0	0	0
116	Drug Abuse Trust Fund	45,237	97,609	**14,641**	**29,283**	0	29,283	15,955
117	Judicial Programs Fund	505,115	335,441	**50,316**	**100,632**	102,881	100,632	301,602
120	Building Inspection Fund	1,460,088	2,612,909	**391,936**	**783,873**	289,589	783,873	386,626
121	Development Support & Environ. Mgmt. Fund	1,470,823	4,056,383	**608,457**	**1,216,915**	0	1,216,915	253,908
123	Stormwater Utility Fund	1,659,025	5,807,116	**871,067**	**1,742,135**	0	1,659,025	0
124	Ship Trust Fund	90,634	741,540	**111,231**	**222,462**	0	90,634	0
125	Grants	0	870,474	**130,571**	**261,142**	0	0	n/a
126	Non-Countywide General Revenue Fund	5,492,693	21,687,575	**3,253,136**	**6,506,273**	0	5,492,693	0
127	Grants	6,287,379	60,000	**9,000**	**18,000**	0	18,000	6,269,379
130	911 Emergency Communications Fund	166,646	1,252,147	**187,822**	**375,644**	0	166,646	0
135	Emergency Medical Services Fund	5,640,708	24,906,450	**3,735,968**	**7,471,935**	127,009	5,513,699	0
140	Municipal Service Fund	1,667,027	9,865,138	**1,479,771**	**2,959,541**	0	1,667,027	0
145	Fire Services Fund	1,844,980	10,505,992	**1,575,899**	**3,151,798**	0	1,844,980	0
160	Tourist Development Fund (1st-5th Cents)	758,464	5,354,497	**803,175**	**1,606,349**	172,657	585,807	0
160	Tourist Development: Cultural, Visual Arts, Heritage	1,921,687	1,921,687	**288,253**	**576,506**	0	576,506	1,345,181
162	Special Assessment Paving Fund	1,323	100,600	**15,090**	**30,180**	0	1,323	n/a
164	Killearn Lakes Units I & II Sewer	17,022	237,500	**35,625**	**71,250**	0	17,022	0
165	County Government Annex Operating Fund	419,346	1,219,502	**182,925**	**365,851**	0	365,851	53,495
166	Huntington Oaks Plaza Fund	210,462	290,339	**43,551**	**87,102**	0	87,102	123,360
	Subtotal:	**33,792,135**	**114,401,820**	**17,160,273**	**34,320,546**	**692,136**	**24,350,492**	**8,749,506**
	Debt Service Funds							
222	Debt Service - Series 2014	0				0	0	n/a
223	Capital Equipment Financing	0				0	0	n/a
224	Supervisor of Elections Building	0				0	0	n/a
225	ESCO Lease	0				0	0	n/a
	Subtotal:	**0**				**0**	**0**	**0**
	Capital Projects Funds (D)							
305	Capital Improvements Fund	0				0	n/a	0
306	Gas Tax Transportation Fund	1,639,758				440,450	n/a	1,199,308
308	Local Option Sales Tax Fund	367,369				0	n/a	367,369
309	Local Option Sales Tax Ext. Fund	239,033				0	n/a	239,033
330	911 Capital Projects Fund	4,349,452				0	n/a	4,349,452
351	351 Sales Tax Extension 2020	0				0	n/a	0
352	352 Sales Tax Ext 2020 - JPA	0				0	n/a	0
	Subtotal:	**6,595,613**				**440,450**	**0**	**6,155,163**
	Enterprise Funds (D)							
401	Solid Waste Fund (E)	-8,011,191	13,713,834	**2,057,075**	**4,114,150**	0	-8,011,191	0
	Subtotal:	**-8,011,191**	**13,713,834**	**2,057,075**	**4,114,150**	**0**	**-8,011,191**	**0**
	Internal Service Funds (D)							
501	Insurance Service Fund	1,354,499	4,855,821	**728,373**	**1,456,746**	0	1,354,499	0
502	Communications Trust Fund	271,922	1,481,141	**222,171**	**444,342**	0	271,922	0
505	Motor Pool Fund	519,508	2,850,010	**427,502**	**855,003**	0	0	0
	Subtotal:	**2,145,929**	**9,186,972**	**1,378,046**	**2,756,092**	**0**	**1,626,421**	**0**
	TOTAL:	**69,235,648**	**308,463,534**	**46,269,530**	**92,539,060**	**1,932,586**	**51,878,885**	**14,904,669**

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

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

Leon County Fiscal Year 2022 Tentative Budget

Summary of Fund Balance and County Reserves Policy

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

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

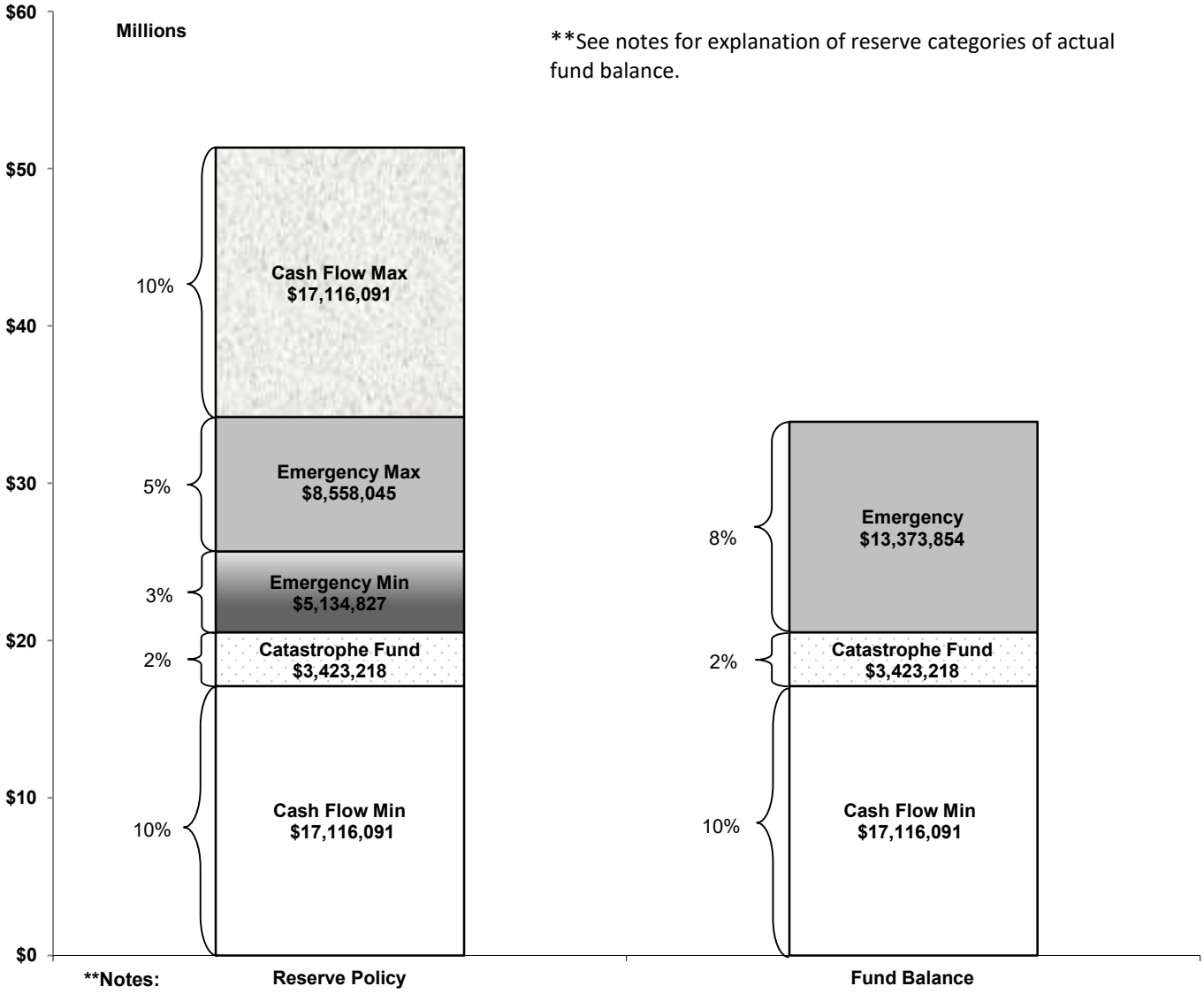
2. Reserve for Cash Balances
a. The County will maintain an annual unappropriated reserve for cash balance at a level sufficient to maintain adequate cash flow and to eliminate the need for short-term borrowing.
b. The unappropriated fund balance shall be no less than ten (10%) and no greater than twenty (20%) of projected general fund and fine and forfeiture fund operating expenditures.
c. The reserve for cash balance shall be separate from the emergency reserves.
d. All major funds will retain sufficient cash balances to eliminate the need for short-term borrowing.
3. Utilization of Fund Balance
a. As part of the annual budget process, a determination will be made of the minimum and maximum amounts of fund balance available based on the requirements set forth in 1 and 2 above.
b. Funds in excess of the minimums established can be utilized to support one-time capital expenses.

Notes:
A. The policy minimums and maximums are based on the total amount of reserves for emergency contingency and cash flow as a percent of the FY 2022 Budget.
B. The "Fund Balance Allocation" reflects three categories. The "Budgeted for Spending" indicates fund balance being utilized in the FY 2022 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 2021 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 2021 estimated balance is based on current Solid Waste proforma projections. The landfill is currently being closed, drawing down the closure reserves to pay for the final capping of the landfill. Accounting requirements for enterprise landfill funds require that the entire 30-year closure and post closure monitoring costs be accrued in the fund. During closure as these reserves are used, a negative balance will be reflected if the long-term 30-year liability is not entirely funded. However, the actual closure and monitoring cost are only required to be budgeted on an annual basis. This is not an uncommon occurrence, concurred with by the external auditors, as landfill closures and monitoring costs often exceed the required funding amount set aside based on the landfill permit requirements and related engineering assumptions, which do not include economic drivers such as an inflated construction market.

Leon County Fiscal Year 2022 Tentative Budget

General Fund/Fine and Forfeiture Reserve Illustration

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



1) The base of the reserves is the minimum required for cash flow purposes. Without these minimums, funds would likely have to be borrowed to meet beginning of the year expenditure obligations.
2) Policy column reflects the minimum and maximum reserves under the existing reserve policy. Total reserves without exceeding policy maximum is $51 million.
3) The Policy column shows the catastrophe reserve and the emergency reserve minimums and maximums of 2% and 8%, respectively.
4) The ending FY 2021 fund balance is estimated at $34.7 million. The Fund Balance column shows the current distribution of reserves with the projected beginning FY 2022 fund balance of $33.9 million. The beginning fund balance contemplates the budgeting of $800,000 in fund balance as approved by the Board. This does not contemplate the American Rescue Plan Act (ARPA) fund balance in the amount of $2.8 million.
5) Proposed fund balance reflects the distribution of reserve categories under the policy which includes catastrophe reserves.

* Based on estimated beginning FY 2022 Fund Balance

Leon County Fiscal Year 2022 Tentative Budget

Debt Service Schedule

General Obligation Bonds
No outstanding issues.

Description	Purpose	Pledge/ Security	Original Principal Amount	Outstanding Principal Amount	Outstanding Interest Amount	FY21/22 Principal Payment	FY21/22 Interest Payment	Remaining Principal	Final Maturity Date
Series 2017	In FY 2017, the bank loan obtained to refund the non-taxable portion of Bond Series 2005 was refinanced.	The pledged revenues for these bonds include guaranteed entitlement revenue, Local Government Half Cent Sales Tax, State Revenue Sharing, Race Track funds and other non-ad valorem revenue sources.	$15,851,000	$12,420,000	$661,991	$3,008,000	$262,062	$9,412,000	2025
Series 2020	The Bond Series 2020 Fund is a debt service fund established to account for the debt service associated with the financing of the purchase of a new helicopter for the Sheriff's office. Funding for the repayment of the debt service will be split evenly between the County and the City of Tallahassee.		$1,298,120	$1,058,634	$43,813	$239,991	$17,740	$818,643	2026
Series 2021	The Bond Series 2021 is for the purchase of the Supervisor of Elections building accordance with the Board's Real Estate Policy. The property was purchased for $5.4 million and financing for the purchase and repairs, including the roof, will be paid back over a 15-year period.		$5,400,000	$5,400,000	$823,898	$270,000	$84,083	$5,130,000	2036
ESCO Lease	Through this program the County financed $16.5M to pay for energy savings projects. All $16.5M will be recouped by the County through energy savings over the life of the projects, approximately 25 years. The financing of the project is over a 15-year term to take advantage of competitive interest rates. As such, the financing will be serviced through a combination of energy savings and $650,000 in general revenue annually.		$16,500,000	$16,500,000	$2,280,671	$920,000	$282,464	$15,580,000	2036
TOTAL			**$39,049,120**	**$35,378,634**	**$3,810,373**	**$4,437,991**	**$646,349**	**$30,940,643**	

Note: 1. Payments reflect only Principal and Interest and do not include bank fees.
2. City provided half of the annual payment of debt service to the County through an Inter-Local Agreement.

Summary of Transfers

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

General Fund

General Fund (001) **from** Transportation Trust Fund (106) **$102,430**: As part of the County's utility bill consolidation effort, funds are being transferred to the Division of Facilities Management.

General Fund (001) **from** Non-Countywide General Revenue (126) **$5,183,922**: Funds accumulated in the Non-Countywide General Revenue fund are partially available to support unincorporated area only programs, as well as countywide activities. The funds transferred support a portion of the countywide activities in the General Fund and supplement property tax collections.

General Fund (001) **from** Municipal Services (140) **$202,360**: As part of the County's utility bill consolidation effort, funds are being transferred to the Division of Facilities Management.

General Fund (001) **from** Fire Rescue Services (145) **$2,840**: As part of the County's utility bill consolidation effort, funds are being transferred to the Division of Facilities Management.

General Fund (001) **from** County Accepted Roadways and Drainage Systems Program (162) **$95,400**: payments for County funded road improvements to private roads improved and provided to the County.

General Fund (001) **from** County Government Annex (165) **$255,550**: As part of the County's utility bill consolidation effort, funds are being transferred to the Division of Facilities Management.

General Fund (001) **from** Huntington Oaks Plaza (166) **$114,630**: This transfer provides funds for utilities for the Huntington Oaks Plaza.

General Fund (001) **from** Solid Waste (401) **$97,640**: This transfer provides funds for the utility consolidation effort as well as the Waste Pro Recycling Education Fund.

Supervisor of Elections (060) **from** General Fund (001) **$4,989,715**: 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) **$1,650,050**: 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) **$5,156,052**: Gas tax revenues are insufficient to support transportation related activities. This transfer provides additional general revenues to offset the shortfall.

Probation Services (111) **from** General Fund (001) **$3,246,807**: The transfer provides the necessary revenue to offset the gap between the fees generated in pre-trial/probation and the cost of the programs.

Development Services & Environmental Management (121) **from** Non-Countywide General Revenue (126) **$2,215,948**: 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.

Special Revenue Funds Continued

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

Stormwater Utility (123) **from** Non-Countywide General Revenue (126) **$1,473,726**: This transfer provides the additional revenue to support the county's stormwater utility program not funded through the stormwater non ad valorem assessment. This transfer will offset the discount provided to veterans and low-income seniors and properties receiving stormwater credit discounts.

Grants (125) **from** Non-Countywide General Revenue (126) **$311,672**: This transfer provides matching funds for state and federal grants, including emergency management.

Emergency Medical Services MSTU (135) **from** General Fund (001) **$1,144,162**: The transfer provides the necessary revenue to offset the gap between the fees generated in emergency medical services and the cost of the program.

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

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

Fire Rescue Services (145) **from** Non-Countywide General Revenue (126) **$1,400,000:** This transfer provides the additional revenue to support the county's fire rescue services program not funded through the fire non ad valorem assessment.

Debt Service Funds

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

Capital Projects Funds

Capital Improvements (305) **from** General Fund (001) **$3,609,520**: This transfer uses regular general revenue fund transfers to support capital projects.

Capital Improvements (305) **from** Building Inspection 120) **$37,500**: This transfer is to fund vehicles for Building Plans Review and Inspection.

Capital Improvements (305) **from** Municipal Services (140) **$1,390,480**: This transfer will fund vehicles, equipment and Parks and Recreation Infrastructure.

Capital Improvements (305) **from** Tourist Development (160) **$250,000**: This transfer will assist with the completion of Phase II of the master plan at Apalachee Regional Park.

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

Gas Tax Transportation (306) **from** Transportation Trust (106) **$2,016,170**: The transfer is to support transportation fund vehicle and equipment replacements, pavement markings and road-related stormwater capital projects funded from the gas tax.

Summary of Transfers

Enterprise Funds

Solid Waste (401) **from** Non-Countywide General Revenue (126) **$1,652,329**: The transfer is necessary to support the operation of the rural waste collection centers land increase in recycling costs.

Internal Services Funds

Insurance Services (501) **from** Fire Services (145) **$48,900**: The transfer is to cover insurance expense associated with the Volunteer Fire Departments.

Leon County Fiscal Year 2022 Tentative Budget

Schedule of Transfers

Fund #	Transfer To	Fund #	Transfer From		Transfer Amount
General Funds					
001	General Fund	106	Transportation Trust Fund		102,430
001	General Fund	126	Non-Countywide General Revenue		5,183,922
001	General Fund	140	Municipal Services		202,360
001	General Fund	145	Fire Rescue Services		2,840
001	General Fund	162	Co. Accepted Roadways & Drainage System		95,400
001	General Fund	165	County Government Annex		255,550
001	General Fund	166	Huntington Oaks Plaza		114,630
001	General Fund	401	Solid Waste		97,640
060	Supervisor Of Elections	001	General Fund		4,989,715
				Subtotal	**11,044,487**
Special Revenue Funds					
106	Transportation Trust	123	Stormwater Utility		1,650,050
106	Transportation Trust	126	Non-Countywide General Revenue		5,156,052
111	Probation Services	001	General Fund		3,246,807
121	Dvpmt. Srvcs. & Environ. Mgmt.	126	Non-Countywide General Revenue		2,215,948
123	Stormwater Utility	106	Transportation Trust		800,000
123	Stormwater Utility	126	Non-Countywide General Revenue		1,473,726
125	Grants	126	Non-Countywide General Revenue		311,672
135	Emergency Medical Services MSTU	001	General Fund		1,144,162
135	Emergency Medical Services MSTU	140	Muncipal Services		200,000
140	Muncipal Services	352	2020 Sales Tax Extension		500,000
145	Fire Rescue Services	126	Non-Countywide General Revenue		1,400,000
				Subtotal	**18,098,417**
Debt Service Funds					
222	Debt Series 2017	126	Non-Countywide General Revenue		3,270,062
223	2020 Bond Series	126	Non-Countywide General Revenue		127,731
224	Supervisor of Elections Building	126	Non-Countywide General Revenue		354,083
225	ESCO Lease	001	General Fund		660,414
225	ESCO Lease	126	Non-Countywide General Revenue		542,050
				Subtotal	**4,954,340**
Capital Projects Funds					
305	Capital Improvements	001	General Fund		3,609,520
305	Capital Improvements	120	Building Inspection		37,500
305	Capital Improvements	140	Municipal Services		1,390,480
305	Capital Improvements	160	Tourist Development		250,000
305	Capital Improvements	352	2020 Sales Tax Extension		2,125,000
306	Gas Tax Transportation	106	Transportation Trust		2,016,170
				Subtotal	**9,428,670**
Enterprise Funds					
401	Solid Waste	126	Non-Countywide General Revenue		
				Subtotal	**1,652,329**
Insurance Service					
501	Insurance Servive	145	Fire Rescue Services		48,900
				Subtotal	**48,900**
			TOTAL		**$45,227,143**

Leon County Fiscal Year 2022 Tentative Budget

Budget by Fund

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Leon County Fiscal Year 2022 Tentative Budget

Organization of Funds

Basis of Budget

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

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

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

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

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

Funds

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

The various funds are as follows:

Governmental Fund Types

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

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

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

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

Proprietary Fund Types

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

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

Leon County Fiscal Year 2022 Tentative Budget
Fund Revenue By Source

Fund	Property Tax MSTU or Assmt (1)	State Gas Tax	Local Gas Tax	State Revenue Sharing	1/2 Cent Sales Tax	Local Sales Tax	PST and CST (2)	Fund Balance (3)	Fines	Fees & Licenses (4)	Transfers	Other Revenue (5)	Total Budgeted Revenue
001 General Fund	63,612,744	-	-	95,358	-	-	-	3,629,682	214,999	1,049,123	6,054,772	4,430,281	**79,086,959**
060 Supervisor of Elections	-	-	-	-	-	-	-	-	-	-	4,989,715	-	**4,989,715**
106 Transportation Trust	-	3,857,190	7,113,315	-	-	-	-	-	-	261,424	6,806,102	489,229	**18,527,260**
110 Fine and Forfeiture	90,948,385	-	-	16,764	-	-	-	-	115,995	686,495	-	306,310	**92,073,949**
111 Probation Services	-	-	-	-	-	-	-	-	-	540,645	3,246,807	100,000	**3,887,452**
114 Teen Court	-	-	-	-	-	-	-	-	-	64,209	-	-	**64,209**
116 Drug Abuse Trust	-	-	-	-	-	-	-	-	-	97,134	-	475	**97,609**
117 Judicial Programs	-	-	-	-	-	-	-	102,881	-	232,560	-	-	**335,441**
120 Building Inspection	-	-	-	6,935	-	-	-	289,589	-	2,316,385	-	-	**2,612,909**
121 Dvlpmt Srvs & Envrmt Mgmt	-	-	-	-	-	-	-	-	30,210	1,793,220	2,215,948	17,005	**4,056,383**
123 Stormwater Utility	3,500,045	-	-	-	-	-	-	-	-	-	2,273,726	33,345	**5,807,116**
124 SHIP Trust	-	-	-	-	-	-	-	-	-	-	-	741,540	**741,540**
125 Grants	-	-	-	402,368	-	-	-	-	-	-	311,672	156,434	**870,474**
126 Non-Countywide Gen Rev	-	-	-	5,776,445	12,928,414	-	2,565,000	-	-	205,628	-	212,088	**21,687,575**
127 Grants - Interest Bearing	-	-	-	60,000	-	-	-	-	-	-	-	-	**60,000**
130 9-1-1 Emergency Comm	-	-	-	1,252,147	-	-	-	-	-	-	-	-	**1,252,147**
135 Emergency Medical Srvs	9,287,268	-	-	-	-	-	-	127,009	-	13,840,651	1,344,162	307,360	**24,906,450**
140 Municipal Services	-	-	-	-	-	-	9,270,382	-	-	-	500,000	94,756	**9,865,138**
145 Fire Rescue Service	-	-	-	-	-	-	-	-	-	9,105,992	1,400,000	-	**10,505,992**
160 Tourist Development	-	-	-	-	-	5,074,701	-	172,657	-	-	-	107,139	**5,354,497**
162 Special Assess. 2/3 Paving	88,600	-	-	-	-	-	-	-	-	-	-	12,000	**100,600**
164 Special Assess. Killearn	237,500	-	-	-	-	-	-	-	-	-	-	-	**237,500**
165 Bank of America Building	-	-	-	-	-	-	-	-	-	205,833	-	1,013,669	**1,219,502**
166 Huntington Oaks Plaza	-	-	-	-	-	-	-	-	-	-	-	290,339	**290,339**
222 Bond Series 2014	-	-	-	-	-	-	-	-	-	-	3,270,062	-	**3,270,062**
223 Bond Series 2020 Capital Equipment Financing	-	-	-	-	-	-	-	-	-	-	127,731	130,000	**257,731**
224 Supervisor of Elections Building	-	-	-	-	-	-	-	-	-	-	354,083	-	**354,083**
225 ESCO Lease	-	-	-	-	-	-	-	-	-	-	1,202,464	-	**1,202,464**
305 Capital Improvements	-	-	-	-	-	-	-	3,600,000	-	-	7,412,500	75,566	**11,088,066**
306 Transportation Capital	-	-	-	-	-	-	-	440,450	-	-	2,016,170	-	**2,456,620**
330 9-1-1 Capital Projects	-	-	-	-	-	-	-	-	-	-	-	31,255	**31,255**
351 Sales Tax Extension 2020	-	-	-	-	-	4,354,800	-	-	-	-	-	-	**4,354,800**
352 Sales Tax Ext 2020 - JPA	-	-	-	-	-	4,879,942	-	-	-	-	-	-	**4,879,942**
401 Solid Waste	1,543,407	-	-	-	-	-	-	-	-	10,313,399	1,652,329	204,699	**13,713,834**
501 Insurance Service	-	-	-	-	-	-	-	-	-	-	48,900	4,806,921	**4,855,821**
502 Communications Trust	-	-	-	-	-	-	-	-	-	-	-	1,481,141	**1,481,141**
505 Motor Pool	-	-	-	-	-	-	-	-	-	-	-	2,850,010	**2,850,010**
TOTAL	**169,217,949**	**3,857,190**	**7,113,315**	**7,610,017**	**12,928,414**	**14,309,443**	**11,835,382**	**8,362,268**	**361,204**	**40,712,698**	**45,227,143**	**17,891,562**	**294,199,442**

Notes:
The $294,199,442 total budgeted revenue is net of interfund transfers.

1. Property tax from ad-valorem is allocated in Fund 001-General Fund and Fund 110-Fine and Forfeiture, while the EMS MSTU is allocated in Fund 135-Emergency Medical Services and the other non-advalorem assessments are allocated in Fund 123-Stormwater, Fund 145-Fire Services, Fund 162-Paving Assessment, Fund 164-Special Assessment-Killearn Lakes Sewer and Fund 401-Solid Waste.

2. Public Services Tax (PST) on utilities is estimated to provide $9.3 million in funding for Fund 140 Municipal Services. Communications Services Tax (CST) is estimated to provide $2.6 million in funding for Fund 126 Non-Countywide General Revenue.

3. Appropriated Fund Balance is in the amount of $8.4 million for FY 2022. Of this, $6.4 million is appropriated for the American Rescue Plan Act (ARPA).

4. Fees and Assessments account for $36.4 million of the $40.7 million in revenue, licenses account for $4.3 million ($2.3 million to Fund 120 Building Inspection, $1.8 million to Fund 121 Develpment Services & Environ. Mgmt., and $0.21 million to Fund 126 Non-Countywide General Revenue). $13.8 million is for EMS, $10.3 million for Solid Waste and $9.1 million is for Fire Services.

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

Leon County Fiscal Year 2022 Tentative Budget

Summary of All Funds

		FY 2020 Actual	FY 2021 Adopted	FY 2022 Requested	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned
Millage Rates									
General Countywide		8.3144	8.3144	8.3144	8.3144	8.3144	8.3144	8.3144	8.3144
EMS MSTU		0.500	0.500	0.500	0.500	0.500	0.500	0.500	0.500
General Fund	001	**74,109,434**	**75,952,687**	**79,086,959**	**79,086,959**	**83,443,994**	**89,756,016**	**88,493,985**	**90,932,538**
Special Revenue Funds									
Supervisor of Elections	060	6,007,389	4,458,035	4,989,715	4,989,715	4,442,833	6,368,560	4,701,295	5,536,259
Transportation Trust	106	16,046,276	18,454,643	18,527,260	18,527,260	20,350,734	21,453,424	21,210,086	21,653,594
Fine and Forfeiture	110	90,870,042	86,926,775	92,073,949	92,073,949	97,323,762	103,018,149	109,663,289	116,839,883
Probation Services	111	3,458,235	3,525,911	3,887,452	3,887,452	3,992,032	4,098,054	4,208,519	4,323,374
Teen Court	114	80,949	84,755	64,209	64,209	66,454	68,990	70,593	73,254
Drug Abuse Trust	116	-	93,227	97,609	97,609	102,276	107,033	107,033	107,033
Judicial Programs	117	219,574	353,178	335,441	335,441	334,463	342,630	350,514	358,675
Building Inspection	120	2,917,381	2,990,954	2,612,909	2,612,909	2,724,261	2,750,121	2,825,139	2,903,588
Dvlpmt Srvcs & Environ. Mgmt.	121	3,963,636	4,181,559	4,056,383	4,056,383	4,178,087	4,295,218	4,416,060	4,540,594
Stormwater Utility	123	5,049,204	5,484,573	5,807,116	5,807,116	5,909,433	6,038,376	6,214,497	6,345,912
SHIP Trust	124	537,214	85,000	741,540	741,540	741,540	741,540	741,540	741,540
Grants	125	3,443,122	881,222	870,474	870,474	885,547	901,135	917,261	933,924
Non-Cntywide Gen. Rev.	126	22,375,752	16,890,896	21,687,575	21,687,575	22,262,503	22,930,273	23,619,911	24,332,163
Grants	127	235,087	60,000	60,000	60,000	60,000	60,000	60,000	60,000
9-1-1 Emergency Communications	130	1,856,856	1,297,700	1,252,147	1,252,147	1,268,019	1,285,436	1,302,432	1,320,995
Radio Communication Systems (1)	131	5,000	-	-	-	-	-	-	-
EMS MSTU	135	21,226,200	23,350,669	24,906,450	24,906,450	25,661,655	26,846,343	27,264,546	27,788,728
Municipal Services	140	9,719,651	9,422,027	9,865,138	9,865,138	10,332,738	10,796,014	11,278,793	11,784,674
Fire Rescue Services	145	8,685,638	8,975,159	10,505,992	10,505,992	10,840,986	10,772,290	10,926,654	11,083,152
Tourist Development	160	5,389,057	4,520,407	5,354,497	5,354,497	5,386,099	5,598,686	5,820,522	6,050,688
Special Assessment. Paving	162	125,127	113,770	100,600	100,600	100,700	93,300	93,200	17,500
Killearn Lakes Units I and II Sewer	164	228,777	237,500	237,500	237,500	237,500	237,500	237,500	237,500
Bank of America Building	165	2,267,024	1,487,132	1,219,502	1,219,502	1,102,994	1,113,186	1,124,489	1,136,127
Huntington Oaks Plaza	166	236,691	289,940	290,339	290,339	286,520	297,398	305,102	305,102
Subtotal		**204,943,882**	**194,165,032**	**209,543,797**	**209,543,797**	**218,591,136**	**230,213,656**	**237,458,975**	**248,474,259**
Debt Service Funds									
Series 2003A & 2003B (1)	211	7,076,574	-	-	-	-	-	-	-
Series 2014	222	492,662	3,268,180	3,270,062	3,270,062	3,271,593	3,269,753	3,270,583	-
Bond Series 2020-Capital Equipment	223	8,246	261,757	257,731	257,731	257,689	257,645	257,601	71,781
Supervisor of Elections Building	224	-	-	354,083	354,083	419,905	418,893	417,788	421,590
ESCO Lease	225	-	-	1,202,464	1,202,464	1,255,647	1,258,037	1,255,119	1,256,892
Subtotal		**7,577,482**	**3,529,937**	**5,084,340**	**5,084,340**	**5,204,834**	**5,204,328**	**5,201,091**	**1,750,263**
Capital Project Funds									
Capital Improvements	305	10,916,009	10,009,175	11,088,066	11,088,066	14,531,844	12,889,805	12,441,788	13,043,170
Transportation Improvements	306	4,935,179	3,746,700	2,456,620	2,456,620	3,500,391	4,218,651	3,588,524	3,622,140
Sales Tax	308	338,546	60,000	-	-	-	-	-	-
Sales Tax - Extension	309	6,883,154	481,573	-	-	-	-	-	-
ESCO 2020	323	4,880,396							
9-1-1 Capital Projects	330	197,155	57,570	31,255	31,255	31,568	31,883	32,202	32,524
Sales Tax - Extension 2020	351	1,604,037	3,492,418	4,354,800	4,354,800	4,464,050	4,575,200	4,690,150	4,807,000
Sales Tax - Extension 2020 JPA Agreement	352	2,027,314	4,600,850	4,879,942	4,879,942	4,905,167	4,930,818	4,957,319	4,984,268
Subtotal		**31,781,790**	**22,448,286**	**22,810,683**	**22,810,683**	**27,433,020**	**26,646,357**	**25,709,983**	**26,489,102**
Enterprise Funds									
Solid Waste	401	12,500,853	15,700,792	13,713,834	13,713,834	14,055,188	14,443,055	14,661,356	15,137,863
Subtotal		**12,500,853**	**15,700,792**	**13,713,834**	**13,713,834**	**14,055,188**	**14,443,055**	**14,661,356**	**15,137,863**
Internal Service Funds									
Insurance Service	501	4,355,597	4,092,512	4,855,821	4,855,821	4,904,377	4,953,423	5,002,957	5,052,986
Communications Trust	502	840,325	1,368,186	1,481,141	1,481,141	1,519,509	1,558,966	1,599,545	1,641,279
Motor Pool	505	2,533,971	3,085,322	2,850,010	2,850,010	2,943,862	2,987,329	3,031,836	3,057,460
Subtotal		**7,729,893**	**8,546,020**	**9,186,972**	**9,186,972**	**9,367,748**	**9,499,718**	**9,634,338**	**9,751,725**
TOTAL		**338,643,334**	**320,342,754**	**339,426,585**	**339,426,585**	**358,095,920**	**375,763,130**	**381,159,728**	**392,535,750**
Less Interfund Transfers		52,003,766	39,777,008	45,227,143	45,227,143	47,407,460	55,829,694	53,945,854	56,238,688
NET TOTAL		**286,639,568**	**280,565,746**	**294,199,442**	**294,199,442**	**310,688,460**	**319,933,436**	**327,213,874**	**336,297,062**

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

Leon County Fiscal Year 2022 Tentative Budget

General Fund (001)

Fund Type: General Fund

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Ad Valorem - General Fund	311110	56,155,603	62,772,113	66,829,204	63,487,744	67,909,497	72,081,146	72,414,954	72,496,042
Delinquent Taxes	311200	-	125,500	131,579	125,000	126,250	127,513	128,788	130,076
Delinquent Taxes 2004	311204	-	-	-	-	-	-	-	-
Delinquent Taxes 2007	311207	3	-	-	-	-	-	-	-
Delinquent Taxes 2009	311209	-	-	-	-	-	-	-	-
Delinquent Taxes - 2010	311210	-	-	-	-	-	-	-	-
Delinquent Taxes 2011	311211	-	-	-	-	-	-	-	-
Delinquent Taxes 2012	311212	-	-	-	-	-	-	-	-
Delinquent Taxes 2013	311213	4,997	-	-	-	-	-	-	-
Delinquent Taxes - 2014	311214	8,614	-	-	-	-	-	-	-
Delinquent Taxes-2015	311215	(5,987)	-	-	-	-	-	-	-
Delinquent Taxes-2016	311216	2,102	-	-	-	-	-	-	-
Delinquent Taxes-2017	311217	6,294	-	-	-	-	-	-	-
Delinquent Taxes 2018	311218	64,135	-	-	-	-	-	-	-
Tourist Development (4 Cents)	312100	39,753	34,041	42,735	40,598	40,598	40,598	40,598	40,598
Tourist Development (1 Cent)	312110	8,947	8,510	10,684	10,150	10,150	10,150	10,150	10,150
Process Server Fees	329300	(300)	9,500	-	-	-	-	-	-
Irma FEMA Reimbursement	331321	16,432	-	-	-	-	-	-	-
Hurricane Michael Reimbursement	332322	1,345,372	-	-	-	-	-	-	-
Federal Payments in Lieu of Taxes	333000	244,621	236,500	242,300	230,185	237,025	244,150	251,465	259,065
State Library Aid	334710	156,627	148,796	100,377	95,358	97,265	99,210	101,195	103,218
COT Reimbursement for PSC	337220	1,041,655	989,537	1,003,504	1,003,504	1,033,609	1,064,617	1,096,556	1,129,453
GIS	337300	1,426,871	1,572,240	1,571,443	1,571,443	1,602,872	1,634,929	1,667,628	1,700,981
Blueprint 2000 Reimbursement	337402	238,732	514,585	228,798	228,798	235,662	242,732	250,014	257,514
HFA Emergency Repairs	337502	(12,648)	-	-	-	-	-	-	-
$2.00 IT Added Court Cost FS 28.24(12)	341160	425,955	315,970	467,900	444,505	453,435	462,460	471,770	481,175
Zoning Fees	341200	13,449	12,350	15,000	14,250	14,250	14,250	14,250	14,250
Hand Fogging Fees	342950	100	736	-	-	-	-	-	-
Medical Examiner Facility Use Fee	343800	191,650	166,250	180,000	171,000	174,420	177,908	181,466	185,095
Parking Facilities	344500	134,051	137,750	142,105	135,000	136,350	137,713	139,090	140,481
Library Parking	344510	7,472	28,500	31,579	30,000	30,000	30,000	30,000	30,000
Library Fees	347100	36,236	67,450	30,000	28,500	28,500	28,500	28,500	28,500
Library Printing	347101	10,379	8,550	12,000	11,400	11,514	11,629	11,745	11,863
FS 29.0085 Court Facilities	348930	518,321	640,300	543,000	515,850	593,750	623,200	642,200	654,550
Civil Fee - Circuit Court	349200	(8)	-	-	-	-	-	-	-
GAL / Ciruit-wide Reimbursement	349501	22,633	41,037	46,861	44,518	45,408	46,316	47,243	48,188
Radio Communications Program	351600	-	190,969	226,315	214,999	217,149	219,321	221,514	223,730
Interest Income - Investment	361110	205,484	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Pool Interest Allocation	361111	699,537	487,160	413,500	392,825	396,753	400,720	404,728	408,775
Net Incr(decr) In Fmv Of Investment	361300	71,772	-	-	-	-	-	-	-
Rents And Royalties	362000	1	4,750	5,263	5,000	5,000	5,000	5,000	5,000
Gain (loss) On Sale Land	364300	8,034	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	66,732	82,401	90,000	85,500	88,350	91,200	93,100	95,950
Refund Of Prior Year Expenses	369300	15,826	-	-	-	-	-	-	-
Lawsuit Settlements	369350	5,568	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	124,451	115,000	121,053	115,000	115,000	115,000	115,000	115,000

Leon County Fiscal Year 2022 Tentative Budget

General Fund (001)

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Volunteer Certificate Training Fees	369930	-	-	1,451	1,378	1,378	1,378	1,378	1,378
Transfer From Fund 106	381106	106,340	104,395	102,430	102,430	102,430	102,430	102,430	102,430
Transfer From Fund 126	381126	9,154,601	4,047,066	5,183,922	5,183,922	4,053,217	6,050,582	7,021,183	11,173,756
Transfer From Fund 140	381140	116,025	119,695	202,360	202,360	202,360	202,360	202,360	202,360
Transfer From Fund 145	381145	1,645	2,670	2,840	2,840	2,840	2,840	2,840	2,840
Transfer From Fund 162	381162	122,940	108,270	95,400	95,400	95,500	88,100	88,000	12,300
Transfer From Fund 165	381165	283,340	283,040	255,550	255,550	255,550	255,550	255,550	255,550
Transfer from Fund 166	381166	-	123,460	114,630	114,630	114,630	114,630	114,630	114,630
Transfer From Fund 401	381401	85,210	65,670	97,640	97,640	97,640	97,640	97,640	97,640
Pensacola Care Lease	383001	146,616	146,616	-	-	-	-	-	-
Clerk Excess Fees	386100	125,308	-	-	-	-	-	-	-
Sheriff Excess Fees	386400	92,892	-	-	-	-	-	-	-
Property Appraiser	386600	67,515	-	-	-	-	-	-	-
Tax Collector	386700	488,406	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Supervisor Of Elections	386800	222,388	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	1,841,310	800,000	800,000	1,761,888	4,532,244	1,841,020	-
ARP Appropriated Fund Balance	399902	-	-	2,829,682	2,829,682	2,753,754	-	-	-
	Total Revenues	74,312,691	75,952,687	82,571,104	79,086,959	83,443,994	89,756,016	88,493,985	90,932,538

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
County Commission	100-511	1,788,017	1,798,931	1,823,736	1,823,736	1,855,960	1,889,534	1,924,498	1,960,938
Commissioner Office Budget	101-511	9,579	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioner Office Budget	102-511	534	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioner Office Budget	103-511	4,946	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioner Office Budget	104-511	2,046	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioner Office Budget	105-511	4,410	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioner Office Budget	106-511	3,214	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioner Office Budget	107-511	5,008	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioners' Account	108-511	18,262	24,845	24,915	24,915	24,915	24,915	24,915	24,915
County Administration	110-512	1,252,586	1,238,043	1,279,626	1,279,626	1,321,512	1,359,368	1,398,470	1,438,873
Volunteer Services	113-513	183,134	188,225	203,081	203,081	209,456	215,140	221,053	227,197
PLACE - Economic Development	114-512	117,287	-	-	-	-	-	-	-
Strategic Initiatives	115-513	797,926	808,279	897,905	897,905	922,259	943,792	966,141	989,335
Community and Media Relations	116-513	651,483	753,526	836,910	836,910	851,422	864,026	877,151	890,812
County Attorney	120-514	2,091,907	2,011,946	2,078,549	2,078,549	2,124,032	2,168,524	2,214,406	2,261,879
Office of Sustainability	127-513	230,748	331,364	320,289	320,289	346,553	331,640	356,897	342,330
Office of Management & Budget	130-513	747,958	792,071	861,900	861,900	886,470	909,725	933,648	958,476
Clerk - Finance Administration	132-586	1,845,539	1,941,920	2,112,646	2,112,646	2,176,025	2,241,306	2,308,545	2,377,801
Procurement	140-513	459,575	468,612	529,204	529,204	546,957	562,316	578,208	594,646
Warehouse	141-513	116,929	117,131	116,453	116,453	120,741	125,218	129,895	134,781
Facilities Management	150-519	7,547,010	7,952,478	7,645,663	7,841,877	7,927,535	8,044,298	8,165,925	8,292,431
Facilities - Detention Center	152-519	-	2,443,688	2,471,012	2,274,798	2,298,162	2,320,296	2,343,236	2,367,025
Real Estate Management	156-519	333,763	344,646	398,896	398,896	402,909	406,828	410,916	415,175
Human Resources	160-513	1,391,198	1,526,508	1,576,424	1,576,424	1,622,636	1,665,953	1,710,865	1,757,425
Management Information Services	171-513	6,730,333	7,221,563	7,561,649	7,561,649	8,021,139	8,128,121	8,321,018	8,512,023
Health Department	190-562	237,345	237,345	237,345	237,345	237,345	237,345	237,345	237,345
Mosquito Control	216-562	543,513	807,504	804,995	804,995	816,134	826,882	838,101	849,807
Lib - Policy, Planning, & Operations	240-571	727,203	1,077,088	1,068,067	1,068,067	1,094,467	1,119,524	1,145,564	1,172,631
Library Public Services	241-571	4,150,446	5,521,086	5,211,377	5,211,377	5,587,072	5,736,148	5,891,189	6,052,419
Library Collection Services	242-571	1,246,402	-	-	-	-	-	-	-
Summer Youth Employment	278-551	-	40,727	40,731	40,731	40,731	40,731	40,731	40,731
Cooperative Extension	361-537	494,250	442,331	448,037	448,037	461,340	475,042	489,154	489,154

Leon County Fiscal Year 2022 Tentative Budget

General Fund (001)

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Medical Examiner	370-527	539,868	717,875	732,555	732,555	738,997	756,963	775,468	794,528
Tubercular Care & Child Protection Exams	370-562	18,250	61,000	50,000	50,000	50,000	50,000	50,000	50,000
Baker Act & Marchman Act	370-563	611,005	638,156	638,156	638,156	638,156	638,156	638,156	638,156
Medicaid & Indigent Burials	370-564	3,403,224	3,514,803	3,250,753	3,250,753	3,617,715	3,723,714	3,832,893	3,945,348
CHSP & Emergency Assistance	370-569	1,418,838	1,691,580	1,632,445	1,632,445	1,635,170	1,638,010	1,640,965	1,644,043
Housing Services	371-569	592,675	601,674	626,259	626,259	646,836	665,605	685,120	705,403
Veteran Services	390-553	271,082	303,977	358,291	358,291	366,255	372,371	378,709	385,277
Blueprint	403-515	536,227	578,609	587,316	587,316	606,740	626,885	647,786	669,460
Public Safety Complex Facilities	410-529	1,341,809	1,667,435	1,740,286	1,740,286	1,747,694	1,762,487	1,777,822	1,789,727
Public Safety Complex Technology	411-529	214,189	261,912	266,535	266,535	273,041	278,376	283,930	289,704
Geographic Info. Systems	421-539	1,971,902	2,099,120	2,110,729	2,110,729	2,166,969	2,217,676	2,270,204	2,324,602
MIS Automation - General Fund	470-519	-	305,320	325,200	325,200	325,200	325,200	325,200	325,200
General Fund - Risk	495-519	531,639	542,580	547,335	547,335	549,873	552,436	555,025	555,025
Indirect Costs - General Fund	499-519	(7,144,000)	(7,326,000)	(7,562,000)	(7,562,000)	(7,791,000)	(8,032,000)	(8,278,000)	(8,533,000)
Property Appraiser	512-586	5,051,875	5,215,123	5,350,215	5,350,215	5,457,219	5,566,363	5,733,354	5,905,355
Tax Collector	513-586	5,130,339	5,462,992	5,612,706	5,612,706	5,722,961	5,835,420	5,950,128	6,067,131
Radio Communication Systems (800 MHZ)	529-519	1,501,875	1,686,950	1,776,591	1,776,591	1,681,599	1,725,258	1,770,092	1,770,092
Court Administration	540-601	218,956	218,204	209,448	209,448	215,615	221,519	227,685	234,122
Court Information Systems	540-713	-	12,160	13,420	13,420	13,420	13,420	13,420	13,420
Court Operating	540-719	10,015	-	-	-	-	-	-	-
Guardian Ad Litem	547-685	21,841	21,882	20,238	20,238	20,238	20,238	20,238	20,238
GAL Information Systems	547-713	2,715	2,395	2,635	2,635	2,635	2,635	2,635	2,635
Planning Department	817-515	1,348,201	1,082,305	1,097,848	1,097,848	1,121,165	1,145,008	1,169,389	1,194,320
Non-Operating General Fund	820-519	993,412	1,041,437	1,320,896	1,320,896	1,322,146	1,322,146	1,044,369	1,044,369
Tax Deed Applications	831-513	(3,328)	45,000	45,000	45,000	45,000	45,000	45,000	45,000
Line Item - Detention/Correction	888-523	247,759	247,759	247,759	247,759	247,759	247,759	247,759	247,759
Line Item - Human Service Agencies	888-569	126,885	100,000	100,000	100,000	100,000	100,000	100,000	100,000
COCA Contract	888-573	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Transfers	950-581	14,686,940	11,289,013	13,650,618	13,650,618	15,771,804	22,557,757	20,304,873	21,548,532
Primary Health Care	971-562	1,648,459	1,824,059	1,836,838	1,836,838	1,831,079	1,834,324	1,837,708	1,841,232
CRA-Payment	972-559	2,722,485	3,518,010	3,511,976	3,511,976	3,986,435	2,469,117	2,478,685	2,489,210
Budgeted Reserves - General Fund	990-599	2,211,747	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Total Appropriations		74,109,434	75,952,687	79,086,959	79,086,959	83,443,994	89,756,016	88,493,985	90,932,538
Revenues Less Appropriations		203,256	-	3,484,146	-	-	-	-	-

Leon County Fiscal Year 2022 Tentative Budget

Notes:

The Leon County budget is balanced without increasing the current 8.3144 millage rate. For FY 2022 property values increased by 4.05%, providing an additional $6.01 million in property tax revenue. The property tax growth rate declined from the previous year when property values increased by 6.78%. The lower growth in property valuations is related to a decline in vacant commercial properties (an effect of COVID), and a Save-Our-Homes valuation cap of 1.4% compared to 2.3% last year. Property taxes growth was offset by increases in personnel cost for retirement and health care budgeted at 6.0%, the lifting of the hiring freeze, the restoration of the travel freeze to 75% of FY 2020 budget, and increased support for Emergency Medical Services (EMS) to avoid an increase to the EMS MSTU millage rate, which was maintained at 0.5 mills (see fund 135).

In FY 2022, as part of the federal government's economic support to assist state and local governments, Leon County received $57.02 million in American Rescue Plan Act (ARPA) funding, which encouraged local governments to use a portion on revenue loss recovery. For FY 2022, the Leon County revenue loss is calculated at $6.4 million. Of the $6.4 million, $2.8 million of the ARPA funding is used to support general government services.

In addition, $3.6 million in ARPA loss revenue recovery funding was allocated in FY 2022 to support the capital program. As a result, the total general fund transfer to the capital fund (Fund 305) is $5.0 million ($3.6 million coming from the general fund and $1.4 million from the Municipal Services Fund). This is a slight decrease from the $5.12 million general revenue transferred in FY 2021. If ARPA funds were not available some capital projects would have been reduced and/or eliminated.

With the use of ARPA revenue loss replacement, the FY 2022 Tentative Budget reduces the use of general fund balance from $1.84 million to $800,000, or $1.04, million, the lowest level since FY 2010. An additional $2,753,754 ARPA revenue replacement is programmed for FY 2023. Outyears reflect maintaining the millage rate at the existing 8.3144, and increased property values providing the necessary revenue growth to fund increases in operational expenses.

Leon County Fiscal Year 2022 Tentative Budget

Supervisor of Elections (060)

Fund Type: General Fund

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Supervisor Of Elections	341550	28,422	-	-	-	-	-	-	-
Transfer From Fund 001	381001	5,530,069	4,458,035	4,989,715	4,989,715	4,442,833	6,368,560	4,701,295	5,536,259
	Total Revenues	5,558,491	4,458,035	4,989,715	4,989,715	4,442,833	6,368,560	4,701,295	5,536,259

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
MIS Automation-SOE	470-513	28,094	27,755	17,235	17,235	17,235	17,235	17,235	17,235
Supervisor of Elections - Risk	495-513	11,047	16,677	26,819	26,819	26,925	27,033	27,142	27,142
Voter Registration	520-513	2,916,866	3,015,930	2,904,913	2,904,913	3,057,986	3,106,901	3,205,298	3,268,475
Elections	520-586	66,717	-	-	-	-	-	-	-
Elections	521-513	2,312,661	1,397,673	2,040,748	2,040,748	1,340,687	3,217,391	1,451,620	2,223,407
Elections	521-586	155,672	-	-	-	-	-	-	-
Transfers	950-581	66,855	-	-	-	-	-	-	-
	Total Appropriations	5,557,912	4,458,035	4,989,715	4,989,715	4,442,833	6,368,560	4,701,295	5,536,259
	Revenues Less Appropriations	579	-	-	-	-	-	-	-

Notes:

The Supervisor of Elections budget varies year to year depending on the election cycles. Funding for the Supervisor of Elections increases for Presidential Primary elections cycles and decreases in off year election cycles. While this in a non-presidential preference election cycle, this is a census redistricting year with related cost increases in implementing voting redistricting requirements such as a countywide mail out and new voter ID cards. In addition, there are some residual costs associated with the pandemic and new voting legislation passed during the 2021 legislative session. These changes include: increased mail ballots requests; the required staffing of drop-off ballot box locations; and voter education costs associated with recent legislative changes regarding vote-by-mail ballots.

Leon County Fiscal Year 2022 Tentative Budget

Supervisor of Elections Grant Fund (061)

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Voter Education Funds	331100	56,917	-	-	-	-	-	-	-
SOE CARE Act Funding	331101	315,771	-	-	-	-	-	-	-
Pool Interest Allocation	361111	453	-	-	-	-	-	-	-
Transfer from Fund 060	381060	66,855	-	-	-	-	-	-	-
	Total Revenues	439,997	-	-	-	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
2019 Federal Elections Grant	953021-513	34,856	-	-	-	-	-	-	-
FY 2020 Elections Sercurity	953022-513	30,703	-	-	-	-	-	-	-
SOE Cares Act Funding	953023-513	378,926	-	-	-	-	-	-	-
	Total Appropriations	444,485	-	-	-	-	-	-	-
	Revenues Less Appropriations	(4,488)	-	-	-	-	-	-	-

Leon County Fiscal Year 2022 Tentative Budget

Transportation Trust (106)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
County Ninth-Cent Voted Fuel Tax	312300	1,312,790	1,415,909	1,304,600	1,239,370	1,301,310	1,366,385	1,434,690	1,506,510
Local Option Gas Tax	312410	3,384,518	3,722,058	3,455,900	3,283,105	3,447,265	3,619,595	3,800,570	3,990,665
2nd Local Option Gas Tax	312420	2,696,239	2,949,524	2,727,200	2,590,840	2,720,420	2,856,460	2,999,245	3,149,155
Federal Forestry Shared	332200	22,175	-	-	-	-	-	-	-
Federal Payments in Lieu of Taxes	333000	48,503	34,601	33,100	31,445	31,445	31,445	31,445	31,445
20% Surplus Gas Tax	335420	552,775	586,778	561,200	533,140	559,835	587,765	617,215	648,090
5th & 6th Cent Gas Tax	335430	2,211,100	2,347,110	2,220,000	2,109,000	2,214,450	2,324,650	2,440,550	2,563,100
Gas Tax Pour-Over Trust	335440	1,211,867	1,294,702	1,279,000	1,215,050	1,275,850	1,340,450	1,406,950	1,477,250
Other Transportation	335490	-	74,575	-	-	-	-	-	-
Service Area App Fees	343651	1,968	2,242	2,360	2,242	2,242	2,242	2,242	2,242
FDOT NPDES Reimbursement	343901	-	36,000	36,000	36,000	36,000	36,000	36,000	36,000
DOT Reimbursement-Landscape	343917	71,252	70,772	71,733	71,733	71,733	71,733	71,733	71,733
Grading Fee Public Works	343920	58,897	41,990	52,700	50,065	50,540	51,110	51,585	52,060
FDOT Street Lighting Reimbursement	344909	-	64,245	66,172	66,172	66,172	66,172	66,172	66,172
Traffic Signs	344910	-	342	360	342	342	342	342	342
Subdivision Fees	344911	16,828	5,035	9,000	8,550	8,740	9,025	9,215	9,500
R-O-W Placement Fees	344913	79,957	61,465	65,600	62,320	62,890	63,555	64,220	64,790
Signal Maintenance - State Reimb	344914	227,449	163,204	179,344	179,344	179,344	179,344	179,344	179,344
Pool Interest Allocation	361111	80,453	51,775	30,200	28,690	28,977	29,267	29,559	29,855
Interest Income - Other	361120	662	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	17,777	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	113	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	-	80,275	225,000	213,750	223,725	612,845	224,200	244,150
Other Miscellaneous Revenue	369900	142	-	-	-	-	-	-	-
Transfer From Fund 123	381123	1,557,055	1,628,430	1,650,050	1,650,050	1,692,035	1,735,685	1,781,060	1,835,820
Transfer From Fund 126	381126	1,902,703	3,823,611	5,156,052	5,156,052	6,377,419	6,469,354	5,963,749	5,695,371
	Total Revenues	15,455,226	18,454,643	19,125,571	18,527,260	20,350,734	21,453,424	21,210,086	21,653,594

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Support Services	400-541	613,997	627,095	648,504	648,504	665,291	681,535	698,355	715,776
Engineering Services	414-541	3,551,303	3,958,223	4,375,628	4,375,628	4,494,936	4,613,282	4,736,120	4,863,591
Transportation Maintenance	431-541	3,977,146	4,699,676	5,128,878	5,128,878	5,200,572	5,313,971	5,423,684	5,547,894
Right-Of-Way Management	432-541	2,375,011	2,939,347	3,263,395	3,263,395	3,332,168	3,403,911	3,473,624	3,546,414
MIS Automation - Transportation Trust	470-541	-	21,390	23,980	23,980	23,980	23,980	23,980	23,980
Transportation Trust - Risk	495-541	71,771	73,817	82,275	82,275	82,966	83,664	84,369	84,369
Indirect Costs - Transportation Trust	499-541	1,842,000	1,824,000	2,076,000	2,076,000	2,138,000	2,202,000	2,269,000	2,337,000
Transfers	950-581	3,615,048	4,301,095	2,918,600	2,918,600	4,402,821	5,121,081	4,490,954	4,524,570
Budgeted Reserves - Transport. Trust	990-599	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	Total Appropriations	16,046,276	18,454,643	18,527,260	18,527,260	20,350,734	21,453,424	21,210,086	21,653,594
	Revenues Less Appropriations	(591,051)	-	598,311	-	-	-	-	-

Leon County Fiscal Year 2022 Tentative Budget

Notes:

Gasoline taxes are estimated to decrease by 10.9% or $1.345 million. Prior to COVID, gas taxes, which are consumption based (taxes are per gallon, not a percentage of cost), were only slightly increasing year-over-year due to better vehicle fuel efficiencies and an increase in the use of electric vehicles. Stay-at-home orders and their effect on commuting dramatically affected gas tax collections. Even with the phased economic reopening, gas taxes have not rebounded, indicating that telecommuting and changed driving habits are still impacting fuel consumption.

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

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

For FY 2022, with the use of the ARPA funding in the current fiscal year, the transfer to the Transportation Capital fund decreased from $3.39 million in FY 2021 to $2.01 million for FY 2022 Tentative Budget. Additionally, the second local option gas tax returned to being split 50/50 between sidewalks and transportation maintenance with $1.29 million allocated for each.

Leon County Fiscal Year 2022 Tentative Budget

Fine and Forfeiture (110)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Ad Valorem - Fine/Fore. Fund	311120	85,094,554	85,650,660	95,735,142	90,948,385	96,178,890	101,852,544	108,476,084	115,630,638
Child Support Enforcement	331240	10,366	19,570	13,800	13,110	13,205	13,300	13,490	13,585
Title IV - Child Support Enforcement	331691	3,496	-	3,846	3,654	3,690	3,727	3,764	3,802
Sheriff Fees-Warrants, Fingerprints, Records	341520	195,940	315,685	306,600	291,270	294,153	297,036	300,036	303,036
Sheriff Fee-Public Records	341521	-	30,000	10,000	10,000	10,000	10,000	10,000	10,000
Sheriff Wrecker Services	341525	44,022	62,225	58,200	55,290	58,045	60,990	64,030	67,260
Room And Board - Prisoners	342300	215,971	426,835	347,300	329,935	339,866	349,960	360,494	371,345
Alcohol Testing Fees	349148	195	-	-	-	-	-	-	-
Court Fines	351120	35,144	37,525	39,100	37,145	38,190	39,330	40,565	41,800
Crime Prevention (fs 775.083 (2))	351150	69,111	69,350	83,000	78,850	78,850	79,800	80,750	81,700
Pool Interest Allocation	361111	415,899	219,925	269,800	256,310	258,873	261,462	264,076	266,717
Net Incr(decr) In Fmv Of Investment	361300	(1,036)	-	-	-	-	-	-	-
Sheriff F.S. 125.315	361330	111,613	95,000	52,632	50,000	50,000	50,000	50,000	50,000
Sheriff Excess Fees	386400	381	-	-	-	-	-	-	-
	Total Revenues	86,195,655	86,926,775	96,919,420	92,073,949	97,323,762	103,018,149	109,663,289	116,839,883

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
MIS Automation - State Attorney	470-602	30,542	31,900	36,610	36,610	36,610	36,610	36,610	36,610
MIS Automation - Public Defender	470-603	50,573	50,960	56,465	56,465	56,465	56,465	56,465	56,465
Fine & Forfeiture - Risk	495-689	232,956	248,127	430,793	430,793	431,889	432,996	434,115	434,115
Consolidated Dispatch Agency (CDA)	507-529	2,896,561	3,165,150	3,348,695	3,348,695	3,516,130	3,691,937	3,876,534	4,070,361
Diversionary Programs	508-569	62,273	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Law Enforcement	510-586	44,199,101	44,257,495	49,723,670	49,723,670	52,918,957	56,245,449	60,160,396	64,422,257
Corrections	511-586	38,968,545	36,962,259	36,159,343	36,159,343	37,996,431	40,137,001	42,629,515	45,343,757
State Attorney	532-602	81,245	118,600	118,600	118,600	118,600	118,600	118,600	118,600
State Attorney	532-713	13,520	12,350	13,335	13,335	13,335	13,335	13,335	13,335
Public Defender	533-603	107,985	118,525	118,525	118,525	118,525	118,525	118,525	118,525
Public Defender	533-713	16,455	23,220	25,120	25,120	25,120	25,120	25,120	25,120
Clerk - Article V Expenses	537-614	420,865	395,908	395,384	395,384	403,292	411,358	419,585	419,585
Legal Aid	555-715	257,500	257,500	257,500	257,500	257,500	257,500	257,500	257,500
Juvenile Detention Payment - State	620-689	1,469,520	1,174,781	1,289,909	1,289,909	1,330,908	1,373,253	1,416,989	1,423,653
Transfers	950-581	2,062,400	-	-	-	-	-	-	-
Budgeted Reserves - Fine and Forfeiture	990-599	-	10,000	-	-	-	-	-	-
	Total Appropriations	90,870,042	86,926,775	92,073,949	92,073,949	97,323,762	103,018,149	109,663,289	116,839,883
	Revenues Less Appropriations	(4,674,387)	-	4,845,471	-	-	-	-	-

Leon County Fiscal Year 2022 Tentative Budget

Notes:

The County maintained the county-wide millage rate of 8.3144 for FY 2022. Additional information regarding this levy for recurring operating expenditures is located on the general fund page (Fund 001).

The largest expenditure appropriations in this fund are the Sheriff Law Enforcement and Detention budgets. The overall increase to the Sheriff's budget is 5.74% or $4.66 million. In addition to normal personnel costs increases, the budget includes the additions of 10 new positions: three Deputies for a mental health unit, two Correctional Officers, two Community Relations Specialists, one Crime Scene Specialist, one Digital Forensic Examiner, and one Crime Analyst. The addition of these positions will assist the Sheriff in the continuation of his "ALLin Leon Campaign" to reduce crime rates in the County. The Sheriff's budget request also includes the implementation of three mental health crisis teams. These teams will allow a trained deputy to pair with contracted mental health professionals when responding to calls where mental health may need to be assessed. The contract for mental health professional is funded through a 2021 legislative appropriation.

Other budget increases include personnel costs related to the Consolidated Dispatch Agency (CDA), of which the County pays 34% per the interlocal CDA agreement, and the County's statutory required payment to the State Department of Juvenile Justice.

Leon County Fiscal Year 2022 Tentative Budget

Probation Services (111)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Sheriff GPS Program	337281	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
County Court Probation Fees	349120	183,148	196,650	170,000	161,500	159,838	159,295	158,768	158,256
Community Service Fees	349122	61,682	62,700	53,000	50,350	50,854	51,362	51,876	52,394
Probation-no Show Fees	349125	2,590	4,370	5,000	4,750	4,750	4,750	4,750	4,750
Pre-trial Fees	349130	69,357	81,320	108,100	102,695	104,749	106,844	108,980	111,160
SCRAM Unit User Fees	349135	36,012	35,910	30,000	28,500	28,785	29,073	29,364	29,657
GPS	349136	-	-	18,000	17,100	17,100	17,100	17,100	17,100
Alternative Community Service Fees	349140	7,673	14,440	15,000	14,250	14,393	14,537	14,682	14,830
UA Testing Fees	349147	91,266	144,400	140,000	133,000	135,660	138,373	141,141	143,963
Alcohol Testing Fees	349148	24,060	38,095	30,000	28,500	28,500	28,500	28,500	28,500
Pool Interest Allocation	361111	12,935	8,835	-	-	-	-	-	-
Transfer From Fund 001	381001	2,396,642	2,539,191	3,246,807	3,246,807	3,347,403	3,448,220	3,553,358	3,662,764
Appropriated Fund Balance	399900	-	300,000	-	-	-	-	-	-
	Total Revenues	2,985,363	3,525,911	3,915,907	3,887,452	3,992,032	4,098,054	4,208,519	4,323,374

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
MIS Automation - Probation Services	470-523	-	15,090	16,950	16,950	16,950	16,950	16,950	16,950
Probation Services - Risk	495-523	20,828	25,076	22,931	22,931	23,139	23,348	23,559	23,559
Indirect Costs - Probation Services	499-523	630,000	630,000	630,000	630,000	649,000	668,000	688,000	709,000
County Probation	542-523	1,137,086	1,227,925	1,322,305	1,322,305	1,367,283	1,413,019	1,460,577	1,510,033
Pretrial Release	544-523	1,511,894	1,451,921	1,712,644	1,712,644	1,748,618	1,785,382	1,823,624	1,863,415
Drug & Alcohol Testing	599-523	158,428	175,899	182,622	182,622	187,042	191,355	195,809	200,417
	Total Appropriations	3,458,235	3,525,911	3,887,452	3,887,452	3,992,032	4,098,054	4,208,519	4,323,374
	Revenues Less Appropriations	(472,871)	-	28,455	-	-	-	-	-

Notes:

This fund continues to see a decline in fee revenue and a greater reliance on general revenue to support the required services. For FY 2022, the budget includes a $3.24 million general revenue subsidy to the Probation Services fund.

The revenue also includes additional resources provided by the Sheriff in the amount of $100,000 available from the Inmate Trust Fund. This funding assists in offsetting the cost of the GPS Monitoring Program, which saw a contractual increase of $196,849 in FY 2022, due to the number of clients assigned by the Courts to pre-trial monitoring. The general revenue subsidy is anticipated to increase to $3.6 million by FY 2026 due a continuing decline in program revenues and the depletion of accumulated fund balance in FY 2021.

Leon County Fiscal Year 2022 Tentative Budget

Teen Court (114)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Mediation Fees	349310	7	-	-	-	-	-	-	-
Teen Court Fees	351500	53,011	84,755	67,588	64,209	66,454	68,990	70,593	73,254
Total Revenues		53,017	84,755	67,588	64,209	66,454	68,990	70,593	73,254

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Teen Court - Risk	495-662	1,099	1,333	900	900	906	912	919	919
Indirect Costs - Teen Court	499-662	8,000	10,000	12,000	12,000	12,000	13,000	13,000	14,000
Court Administration - Teen Court	586-662	71,850	73,422	51,309	51,309	53,548	55,078	56,674	58,335
Total Appropriations		80,949	84,755	64,209	64,209	66,454	68,990	70,593	73,254
Revenues Less Appropriations		(27,932)	-	3,379	-	-	-	-	-

Notes:

FY 2022 estimated revenues are anticipated to meet program costs. Out-year revenue projections show a slight decrease in the $3.00 fee revenue collected from traffic citations.

Leon County Fiscal Year 2022 Tentative Budget

Drug Abuse Trust (116)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
County Alcohol Tf (fs 938.13)	348125	6,642	10,255	5,300	5,035	5,130	5,225	5,320	5,415
Felony Drug Intervention	348241	52,413	82,877	96,946	92,099	96,666	101,323	101,224	101,124
Pool Interest Allocation	361111	1,121	95	500	475	480	485	489	494
	Total Revenues	60,176	93,227	102,746	97,609	102,276	107,033	107,033	107,033

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Drug Abuse	800-562	-	84,835	89,015	89,015	93,480	98,135	98,135	98,135
Budgeted Reserves - Drug Court	990-599	-	8,392	8,594	8,594	8,796	8,898	8,898	8,898
	Total Appropriations	-	93,227	97,609	97,609	102,276	107,033	107,033	107,033
	Revenues Less Appropriations	60,176	-	5,137	-	-	-	-	-

Notes:

The FY 2022 Drug Court revenues are estimated to be slightly higher than the previous year. The out years reflect a nominal increase in projected revenues for the program.

Leon County Fiscal Year 2022 Tentative Budget

Judicial Programs (117)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Court Innovations Local Requirement	348921	52,448	51,395	61,200	58,140	59,280	60,420	61,655	62,890
Legal Aid Local Ordinance	348922	52,448	51,395	61,200	58,140	59,280	60,420	61,655	62,890
Law Library Local Ordinance	348923	52,448	51,395	61,200	58,140	59,280	60,420	61,655	62,890
Juvenile Alternative Local Ordinance	348924	52,448	51,395	61,200	58,140	59,280	60,420	61,655	62,890
Pool Interest Allocation	361111	7,172	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	3,116	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	147,598	102,881	102,881	97,343	100,950	103,894	107,115
Total Revenues		220,078	353,178	347,681	335,441	334,463	342,630	350,514	358,675

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Judicial Programs - Risk	495-569	1,242	1,641	2,331	2,331	2,355	2,379	2,403	2,403
Indirect Costs - Judicial Programs	499-601	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Alternative Juvenile Programs	509-569	64,673	58,033	53,066	53,066	51,515	53,336	55,227	57,191
Law Library	546-714	-	51,395	51,680	51,680	52,440	52,725	52,725	52,725
Judicial Programs/Article V	548-662	108,681	189,714	175,684	175,684	174,713	180,465	186,434	192,631
Legal Aid - Court	555-715	43,978	51,395	51,680	51,680	52,440	52,725	52,725	52,725
Total Appropriations		219,574	353,178	335,441	335,441	334,463	342,630	350,514	358,675
Revenues Less Appropriations		504	-	12,240	-	-	-	-	-

Notes:

Increased expenditures allocated to court required programs are necessitating the use of accumulated fund balance to support these programs. The current use of fund balance is within policy limits. However, the out years show only nominal increases in revenue and a continued use of fund balance to support programs. A reduction in programs may need to be considered if revenues do not increase to support these discrete programs.

Leon County Fiscal Year 2022 Tentative Budget

Building Inspection (120)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Building Permits	322000	2,028,365	1,773,650	2,352,000	2,234,400	2,345,550	2,463,350	2,585,900	2,715,100
Manufactured Homes	322005	39,714	27,455	60,700	57,665	60,515	63,555	66,690	70,015
Stormwater - Short Form A	329112	21	-	-	-	-	-	-	-
Contractor's Licenses	329140	7,693	6,080	6,600	6,270	6,460	6,650	6,840	7,030
Site Plan Review	329260	7,200	11,400	9,500	9,025	9,115	9,206	9,299	9,392
Electronic Document Recording Fee	329290	5,610	6,175	9,500	9,025	9,025	9,120	9,215	9,310
State Surcharge Retention	335291	6,409	6,080	7,300	6,935	6,935	7,030	7,125	7,125
Pool Interest Allocation	361111	34,688	29,355	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	3,667	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	(190)	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	1,130,759	289,589	289,589	286,661	191,210	140,070	85,616
Total Revenues		2,133,177	2,990,954	2,735,189	2,612,909	2,724,261	2,750,121	2,825,139	2,903,588

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Building Plans Review and Inspection	220-524	1,882,675	2,024,882	2,142,963	2,142,963	2,242,185	2,292,414	2,354,300	2,418,749
MIS Automation - Building Inspection	470-524	943	3,710	4,290	4,290	4,290	4,290	4,290	4,290
Building Inspection	495-524	9,764	11,362	13,156	13,156	13,286	13,417	13,549	13,549
Indirect Costs - Building Inspections	499-524	424,000	480,000	415,000	415,000	427,000	440,000	453,000	467,000
Transfers	950-581	600,000	471,000	37,500	37,500	37,500	-	-	-
Total Appropriations		2,917,381	2,990,954	2,612,909	2,612,909	2,724,261	2,750,121	2,825,139	2,903,588
Revenues Less Appropriations		(784,204)	-	122,280	-	-	-	-	-

Notes:

For FY 2022, revenues reflect an increase from FY 2021 based on a rebounding economy in the commercial and housing construction fueled by a low interest rate environment enacted by the Federal Reserve to combat the impacts of the COVID-19 pandemic on the economy. Out-years reflect a continued growth in revenues. In FY 2022, $289,589 in fund balance is budgeted to support program expenditures including $37,500 for a vehicle for a new Building Inspector position needed to maintain inspection time frames. Out years reflect a decrease in use of fund balance as permit revenue is expected to increase more than expenditures during this period.

Leon County Fiscal Year 2022 Tentative Budget

Development Support & Environ. Mgmt. Fund (121)

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Licenses And Permits	322100	600	1,302,450	1,764,000	1,675,800	1,726,150	1,777,450	1,830,650	1,885,750
Stormwater - Standard Form	329100	445,459	-	-	-	-	-	-	-
Stormwater - Short Form B-High	329110	8,199	-	-	-	-	-	-	-
Stormwater - Short Form B-Low	329111	31,189	-	-	-	-	-	-	-
Stormwater - Short Form A	329112	324,453	-	-	-	-	-	-	-
New Address Assignments	329113	70,908	-	-	-	-	-	-	-
Tree Permits	329120	4,862	-	-	-	-	-	-	-
Vegetative Management Plans	329121	2,160	-	-	-	-	-	-	-
Landscape Permit Fees	329130	33,126	-	-	-	-	-	-	-
Amend/Resubmittal/Extensions	329150	21,811	-	-	-	-	-	-	-
Operating Permit	329170	56,817	-	-	-	-	-	-	-
Communications Tower Bonds	329171	1,080	-	-	-	-	-	-	-
Subdivision Exemptions	329200	28,584	-	-	-	-	-	-	-
Certificate Of Concurrency	329210	10,344	-	-	-	-	-	-	-
Project Status	329240	116,068	-	-	-	-	-	-	-
PUV - Permitted Use Verification	329250	27,165	-	-	-	-	-	-	-
Site Plan Review	329260	117,596	-	-	-	-	-	-	-
Other Development Review Fees	329270	37,930	-	-	-	-	-	-	-
Electronic Document Recording Fee	329290	4,163	-	-	-	-	-	-	-
Code or Lien Cost Recovery Fee	341300	14,670	20,140	10,700	10,165	10,070	9,975	9,880	9,785
Driveway Permit Fees	343930	67,960	44,650	95,900	91,105	95,665	100,510	105,545	110,770
Environmental Analysis	343941	63,121	-	-	-	-	-	-	-
Boaa Variance Requests	343950	2,400	-	-	-	-	-	-	-
Reinspection Fees	349100	4,092	-	-	-	-	-	-	-
Code Enforcement Board Fines	354100	13,937	25,650	31,800	30,210	31,160	32,015	32,965	34,010
Pool Interest Allocation	361111	13,524	9,500	17,900	17,005	17,175	17,347	17,521	17,696
Other Miscellaneous Revenue	369900	5,723	-	-	-	-	-	-	-
Abandon Property Registration Fee	369905	20,100	22,705	17,000	16,150	16,055	15,865	15,675	15,580
Transfer From Fund 126	381126	2,511,881	2,756,464	2,215,948	2,215,948	2,281,812	2,342,056	2,403,824	2,467,003
Total Revenues		4,059,921	4,181,559	4,153,248	4,056,383	4,178,087	4,295,218	4,416,060	4,540,594

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Environmental Services	420-537	1,503,867	1,571,074	1,533,139	1,533,139	1,577,582	1,620,123	1,664,272	1,710,106
Development Services	422-537	748,027	862,945	755,902	755,902	781,614	805,030	829,325	854,527
Code Compliance Services	423-537	511,965	496,818	533,698	533,698	546,695	559,372	572,542	586,225
DS Support Services	424-537	368,662	397,547	594,280	594,280	614,652	633,967	654,012	674,827
Customer Engagement Services	426-537	211,531	217,641	-	-	-	-	-	-
MIS Automation - Growth Management	470-537	-	18,845	20,265	20,265	20,265	20,265	20,265	20,265
Growth Management - Risk	495-537	17,584	16,689	19,099	19,099	19,279	19,461	19,644	19,644
Indirect Costs - Growth Management	499-537	602,000	600,000	600,000	600,000	618,000	637,000	656,000	675,000
Total Appropriations		3,963,636	4,181,559	4,056,383	4,056,383	4,178,087	4,295,218	4,416,060	4,540,594
Revenues Less Appropriations		96,285	-	96,865	-	-	-	-	-

Leon County Fiscal Year 2022 Tentative Budget

Notes:

In FY 2022, permit fee revenue is estimated to increase over FY 2021 due to an increase in site developments applications. This increase is due to a low interest rate environment established by the Federal Reserve as a tool to ameliorate the affects of COVID on the economy. The increase in site development/permitting revenue has allowed for a decrease in the general revenue transfer by $540,416 or 24.4%. The out-years reflect general fund support increasing incrementally to meet service demands and is anticipated to increase up to $2.4 million in FY 2026, which is lower than the FY 2020 actual.

Leon County Fiscal Year 2022 Tentative Budget

Stormwater Utility (123)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Non Ad-valorem Assessment	319100	3,474,920	3,505,690	3,684,258	3,500,045	3,527,506	3,562,781	3,598,409	3,634,393
Delinquent Assessments 2013	319213	419	-	-	-	-	-	-	-
Delinquent Assessments-2014	319214	400	-	-	-	-	-	-	-
Delinquent Assessments-2015	319215	286	-	-	-	-	-	-	-
Delinquent Assessments-2016	319216	892	-	-	-	-	-	-	-
Delinquent Assessments-2017	319217	1,612	-	-	-	-	-	-	-
Delinquent Assessments - 2018	319218	5,678	-	-	-	-	-	-	-
Pool Interest Allocation	361111	37,963	35,815	35,100	33,345	33,549	33,755	33,963	34,173
Net Incr(decr) In Fmv Of Investment	361300	11,302	-	-	-	-	-	-	-
Transfer From Fund 106	381106	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000
Transfer From Fund 126	381126	1,097,323	1,143,068	1,473,726	1,473,726	1,548,378	1,641,840	1,782,125	1,877,346
Total Revenues		5,430,795	5,484,573	5,993,084	5,807,116	5,909,433	6,038,376	6,214,497	6,345,912

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Stormwater Maintenance	433-538	2,990,424	3,223,759	3,589,761	3,589,761	3,635,130	3,704,451	3,819,963	3,881,618
MIS Automation - Stormwater	470-538	86	80	70	70	70	70	70	70
Stormwater Utility - Risk	495-538	-	19,736	22,941	22,941	23,170	23,402	23,636	23,636
Indirect Costs - Stormwater Utility	499-538	432,000	540,000	471,000	471,000	485,000	500,000	515,000	530,000
Tax Collector	513-586	69,639	72,568	73,294	73,294	74,028	74,768	74,768	74,768
Transfers	950-581	1,557,055	1,628,430	1,650,050	1,650,050	1,692,035	1,735,685	1,781,060	1,835,820
Total Appropriations		5,049,204	5,484,573	5,807,116	5,807,116	5,909,433	6,038,376	6,214,497	6,345,912
Revenues Less Appropriations		381,591	-	185,968	-	-	-	-	-

Notes:

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

The increase in general revenue support in FY 2022 is related to no growth in the non-ad valorem fee due to the issuance of more stormwater credit discounts and increases in program expenditures. These expenses include the lifting of the hiring freeze instituted as an FY 2021 budget balance strategy to mitigate the financial impacts of COVID and increasing the living wage to $14/hour.

Leon County Fiscal Year 2022 Tentative Budget

SHIP Trust (124)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
SHIP - Doc Stamp Revenue	345100	448,348	-	671,540	671,540	671,540	671,540	671,540	671,540
SHIP Recaptured Revenue	345150	127,488	85,000	70,000	70,000	70,000	70,000	70,000	70,000
Pool Interest Allocation	361111	9,831	-	-	-	-	-	-	-
	Total Revenues	585,667	85,000	741,540	741,540	741,540	741,540	741,540	741,540

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
SHIP 2017-2020	932052-554	138,446	-	-	-	-	-	-	-
SHIP 2019-2022	932054-554	262,120	-	-	-	-	-	-	-
SHIP Hurricane Housing Recovery	932055-554	136,648	-	-	-	-	-	-	-
SHIP 2020-2023	932056-554	-	85,000	-	-	-	-	-	-
SHIP 2021-2024	932058-554	-	-	741,540	741,540	741,540	741,540	741,540	741,540
	Total Appropriations	537,214	85,000	741,540	741,540	741,540	741,540	741,540	741,540
	Revenues Less Appropriations	48,453	-	-	-	-	-	-	-

Notes:

The State Housing Initiatives Partnership (SHIP) program allocated $671,540 for local housing programs to Leon County during the FY 2021 legislative session.

Leon County Fiscal Year 2022 Tentative Budget

Grants (125)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
CARE Act Funding -HHS	331109	34,454	-	-	-	-	-	-	-
EMPG Base Grant-Federal	331271	88,904	90,529	91,434	91,434	92,348	93,271	94,204	95,146
Law Enforcement Block Grant	331280	-	40,000	38,356	38,356	38,356	38,356	38,356	38,356
USEPA Clean Water Campaign	331351	5,928	-	-	-	-	-	-	-
DOT Old Bainbridge Road at Knots Lane	331413	1,430	-	-	-	-	-	-	-
DOT Old Bainbridge Monroe to Gadsden	331414	1,015	-	-	-	-	-	-	-
DOT Old Bainbridge Road Knots Lane	331415	141,547	-	-	-	-	-	-	-
DOT Old Bainbridge Road Monroe	331416	475,712	-	-	-	-	-	-	-
Undefined	331728	12,924	-	-	-	-	-	-	-
EMPA Base Grant-State	334271	105,806	105,806	105,806	105,806	105,806	105,806	105,806	105,806
EM-SHSGP Federal Grant	334272	19,286	-	-	-	-	-	-	-
Undefined	334354	695,023	-	-	-	-	-	-	-
Belair-Annawood Septic to Sewer Grant	334356	33,421	-	-	-	-	-	-	-
NE Lake Munson Septic to Sewer Grant	334357	165,914	-	-	-	-	-	-	-
FDEP - Willkinson Woods Sewer Project	334368	95,900	-	-	-	-	-	-	-
Small Community Waste Water Treatment	334369	224,960	-	-	-	-	-	-	-
Dep Storage Tank Program	334392	125,678	157,987	147,284	147,284	150,245	151,747	153,265	154,798
FDOT Smith Creek Bike Lanes Grant	334401	107,993	-	-	-	-	-	-	-
Smith Creek Bikes Lanes Phase II	334402	132,198	-	-	-	-	-	-	-
Mosquito Control	334610	31,173	32,468	32,468	32,468	32,468	32,468	32,468	32,468
COT Reimb. Bannerman Rd Project	337404	(1)	-	-	-	-	-	-	-
BP 2000 Magnolia Dr Multiuse Trail	337406	49,188	-	-	-	-	-	-	-
HFA Emergency Repairs	337502	36,259	50,000	50,000	50,000	50,000	50,000	50,000	50,000
BP 2000 St. Marks Greenway	337702	107,954	-	-	-	-	-	-	-
Friends Of The Library	337714	10,390	15,000	15,000	15,000	15,000	15,000	15,000	15,000
LCRDA Innovation Park Trail	337730	44,246	-	-	-	-	-	-	-
Slosberg $3 Driver Education	348531	84,819	105,497	78,454	78,454	79,631	80,825	82,037	83,268
Capacity Fee	363244	400	-	-	-	-	-	-	-
Contributions And Donations	366000	391	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	50,102	-	-	-	-	-	-	-
Transfer From Fund 126	381126	90,131	283,935	311,672	311,672	321,693	333,662	346,125	359,082
Transfer from Fund 306	381306	80,000	-	-	-	-	-	-	-
	Total Revenues	3,053,145	881,222	870,474	870,474	885,547	901,135	917,261	933,924

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Innovation Park Trail	042006-572	44,246	-	-	-	-	-	-	-
St. Marks Headwaters Greenways	047001-572	107,954	-	-	-	-	-	-	-
Smith Creek Bike Lanes	052004-541	107,993	-	-	-	-	-	-	-
Smith Creek Bike Lane Phase II	052005-541	132,198	-	-	-	-	-	-	-
Old Bainbridge Road Safety Improvements	053007-541	2,445	-	-	-	-	-	-	-

Leon County Fiscal Year 2022 Tentative Budget

Grants (125)

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
DOT Old Bainbridge Road Knots Lane	053008-541	141,547	-	-	-	-	-	-	-
DOT Old Bainbridge Road N. Monroe to the Gadsden County	053009-541	475,712	-	-	-	-	-	-	-
Magnolia Drive Multi-Use Trail	055010-541	49,188	-	-	-	-	-	-	-
Intersection and Safety Improvements	057001-541	400	-	-	-	-	-	-	-
Woodville Sewer Project	062003-535	695,023	-	-	-	-	-	-	-
Belair-Annawood Septic to Sewer	062007-535	33,421	-	-	-	-	-	-	-
NE Lake Munson Septic to Sewer	062008-535	165,914	-	-	-	-	-	-	-
Mosquito Control Grant	214-562	31,173	32,468	32,468	32,468	32,468	32,468	32,468	32,468
Grants - Risk	495-595	1,786	1,844	2,143	2,143	2,165	2,187	2,209	2,209
Emergency Management	864-525	113,061	121,221	121,221	121,221	121,221	121,221	121,221	121,221
Emergency Management-Base Grant	864-586	(3,750)	-	-	-	-	-	-	-
DEP Storage Tank	866-524	174,999	191,309	200,680	200,680	206,291	212,084	218,068	224,249
Big Read Nat'l Endowment Arts	912027-571	12,924	-	-	-	-	-	-	-
Patron Donations- Library	913023-571	152	-	-	-	-	-	-	-
Capeloute Donation	913024-571	239	-	-	-	-	-	-	-
Friends Literacy Contract 2005	913045-571	10,390	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Slosberg Drivers Education Grant	915013-529	84,835	105,497	78,454	78,454	79,631	80,825	82,037	83,268
Big Bend Scenic Byway Phase 2	916017-529	50,074	-	-	-	-	-	-	-
BP Horizon Oil Spill	925017-559	370,637	-	-	-	-	-	-	-
USEPA Clean Water Campaign	927018-535	5,928	-	-	-	-	-	-	-
FDEP Springs Restoration	927128-535	95,900	-	-	-	-	-	-	-
Small Community Waste Water Treatment Plan	927129-535	224,960	-	-	-	-	-	-	-
HFA Emergency Repairs Program	932019-554	36,259	50,000	50,000	50,000	50,000	50,000	50,000	50,000
EM-SHSGP Grant	952007-525	19,286	-	-	-	-	-	-	-
EMPA-Base Grant-State	952008-525	130,319	-	-	-	-	-	-	-
EMPG Federal Grant	952009-525	93,455	-	-	-	-	-	-	-
EMPG Federal Grant	952011-525	-	97,479	-	-	-	-	-	-
EMPA Base Grant-State	952012-525	-	136,404	-	-	-	-	-	-
EMPG Federal Grant	952019-525	-	-	98,855	98,855	102,297	105,872	109,587	113,449
EMPA Base Grant-State	952020-525	-	-	143,297	143,297	148,118	153,122	158,315	163,704
EMS COVID 19 Response	961063-526	34,454	-	-	-	-	-	-	-
FDLE JAG Pre-Trial FY19-20	982064-521	-	40,000	-	-	-	-	-	-
FDLE JAG PRETRIAL FY20-21	982065-521	-	-	38,356	38,356	38,356	38,356	38,356	38,356
Grant Match Funds	991-595	-	90,000	90,000	90,000	90,000	90,000	90,000	90,000
Total Appropriations		3,443,122	881,222	870,474	870,474	885,547	901,135	917,261	933,924
Revenues Less Appropriations		(389,977)	-	-	-	-	-	-	-

Notes:

Grant program expenditures for Emergency Management and Storage Tank Program are greater than the grant allocations, which require increasing the general revenue transfer to maintain program service levels.

As allowed by the Dori Slosberg Driver Education Safety Act, the Board amended the Leon County Code of Laws related to civil traffic penalties at the January 28, 2020 meeting and increased the civil traffic penalty from $3 to $5 to support high school driver education programs. Additional funding was to support Leon County Schools' Drivers Education Program. However, the onset of COVID and the issuance of stay-at-home orders caused a reduction in the number of traffic citations, and a decline in program revenue.

Leon County Fiscal Year 2022 Tentative Budget

Non-Countywide General Revenue (126)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Local Communication Svcs Tax	315000	2,834,383	2,719,611	2,700,000	2,565,000	2,590,650	2,616,557	2,642,722	2,669,149
State Revenue Sharing	335120	5,585,564	3,023,528	6,080,468	5,776,445	5,932,940	6,170,258	6,417,068	6,673,750
Insurance Agents County	335130	72,233	65,455	72,400	68,780	70,156	71,559	72,990	74,451
Mobile Home Licenses	335140	24,687	25,166	29,051	27,598	27,874	28,152	28,434	28,718
Alcoholic Beverage Licenses	335150	108,681	146,775	115,000	109,250	112,528	115,904	119,381	122,962
Racing Tax F.S. 212.20(6)	335160	223,250	212,088	223,251	212,088	212,088	212,088	212,088	212,088
Local 1/2 Cent Sales Tax	335180	12,429,991	10,698,273	13,608,857	12,928,414	13,316,267	13,715,755	14,127,228	14,551,045
Total Revenues		21,278,789	16,890,896	22,829,026	21,687,575	22,262,503	22,930,273	23,619,911	24,332,163

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Transfers	950-581	22,375,752	16,890,896	21,687,575	21,687,575	22,262,503	22,930,273	23,619,911	24,332,163
Total Appropriations		22,375,752	16,890,896	21,687,575	21,687,575	22,262,503	22,930,273	23,619,911	24,332,163
Revenues Less Appropriations		(1,096,963)	-	1,141,451	-	-	-	-	-

Notes:

The State Shared and ½ Cent Sales Tax revenues are estimated to generate an additional $4.4 million from the FY 2021 budget. While these sales tax related revenues have rebounded from the precipitous decline in FY 2020, the forecasts are still slightly below FY 2019 pre-COVID collections. Out-years reflect revenue increasing with the continued recovery from the COVID recession.

These increases are offset by a persistent decline in the Communication Services Tax Statewide (CST). The CST has been in decline the past five years. This is due to a decline in cable services as consumers “cord cut” in favor of streaming, and certain demographics and small businesses abandoning telephone landlines.

Leon County Fiscal Year 2022 Tentative Budget

Grants - Interest Bearing (127)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
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	128,891	-	-	-	-	-	-	-
Tree Bank Donations	337410	14,985	-	-	-	-	-	-	-
Friends Endowment	337716	34,913	-	-	-	-	-	-	-
Van Brunt Library Trust	337725	(2,555)	-	-	-	-	-	-	-
Parks And Recreation	347200	582	-	-	-	-	-	-	-
Pool Interest Allocation	361111	5,622	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	8,320	-	-	-	-	-	-	-
Transfer From Fund 135	381135	43,086	-	-	-	-	-	-	-
	Total Revenues	233,844	60,000	60,000	60,000	60,000	60,000	60,000	60,000

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Friends Endowment 2005	913115-571	37,137	-	-	-	-	-	-	-
Tree Bank	921053-541	15,698	-	-	-	-	-	-	-
Miccosukee Community Center	921126-572	582	-	-	-	-	-	-	-
EMS/DOH - EMS Equipment	961045-526	-	60,000	-	-	-	-	-	-
EMS/DOH-Monitoring Software	961061-526	87,430	-	-	-	-	-	-	-
EMS Traffic Light Exemption	961065-526	94,240	-	-	-	-	-	-	-
EMS/DOH - EMS Equipment	961066-526	-	-	60,000	60,000	60,000	60,000	60,000	60,000
	Total Appropriations	235,087	60,000	60,000	60,000	60,000	60,000	60,000	60,000
	Revenues Less Appropriations	(1,243)	-	-	-	-	-	-	-

Leon County Fiscal Year 2022 Tentative Budget

CARES Act Fund (128)

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Pool Interest Allocation	361111	101,128	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	168,622	-	-	-	-	-	-	-
Total Revenues		269,750	-	-	-	-	-	-	-
Revenues Less Appropriations		269,750	-	-	-	-	-	-	-

Leon County Fiscal Year 2022 Tentative Budget

9-1-1 Emergency Communications (130)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Mobile Home Licenses	335140	-	-	-	-	-	-	-	-
State Revenue Sharing Enhanced 911 Fee	335220	293,097	449,350	351,928	334,332	343,900	354,350	365,750	376,200
State Revenue Sharing Enhanced 911 DMS	335221	1,009,632	848,350	966,121	917,815	924,119	931,086	936,682	944,795
Pool Interest Allocation	361111	4,602	-	-	-	-	-	-	-
Transfer From Fund 130	381130	197,155	-	-	-	-	-	-	-
	Total Revenues	1,504,486	1,297,700	1,318,049	1,252,147	1,268,019	1,285,436	1,302,432	1,320,995

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Enhanced E-911-Administration	180-525	1,486,627	1,207,925	1,143,488	1,143,488	1,157,333	1,171,722	1,186,690	1,202,253
MIS Automation	470-525	17,994	24,470	26,980	26,980	26,980	26,980	26,980	26,980
Insurance for E-911	495-525	2,235	2,305	2,679	2,679	2,706	2,734	2,762	2,762
Indirect Costs - Emergency 911	499-525	50,000	63,000	79,000	79,000	81,000	84,000	86,000	89,000
Transfers	950-581	300,000	-	-	-	-	-	-	-
	Total Appropriations	1,856,856	1,297,700	1,252,147	1,252,147	1,268,019	1,285,436	1,302,432	1,320,995
	Revenues Less Appropriations	(352,370)	-	65,902	-	-	-	-	-

Notes:

There is a decrease in revenue for this fund. Overall, fees collected from landlines are anticipated to decrease until a base level of landlines is reached as consumers continue to switch from landlines to wireless devices. Out-years show this trend stabilizing.

Leon County Fiscal Year 2022 Tentative Budget

Radio Communication Systems (131)

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Radio Communications Program	351600	154,464	-	-	-	-	-	-	-
Pool Interest Allocation	361111	3,714	-	-	-	-	-	-	-
Transfer From Fund 001	381001	1,485,035	-	-	-	-	-	-	-
	Total Revenues	1,643,213	-	-	-	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Indirect Costs - Radio Communications	499-519	5,000	-	-	-	-	-	-	-
	Total Appropriations	5,000	-	-	-	-	-	-	-
	Revenues Less Appropriations	1,638,213	-	-	-	-	-	-	-

Notes:

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

Leon County Fiscal Year 2022 Tentative Budget

Emergency Medical Services MSTU (135)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
MSTU Ad Valorem	311130	8,494,331	8,925,645	9,776,072	9,287,268	9,751,632	10,239,214	10,751,175	11,288,733
Delinquent Taxes 2007	311207	-	-	-	-	-	-	-	-
Delinquent Taxes 2013	311213	301	-	-	-	-	-	-	-
Delinquent Taxes - 2014	311214	518	-	-	-	-	-	-	-
Delinquent Taxes-2015	311215	(360)	-	-	-	-	-	-	-
Delinquent Taxes-2016	311216	126	-	-	-	-	-	-	-
Delinquent Taxes-2017	311217	378	-	-	-	-	-	-	-
Delinquent Taxes 2018	311218	3,857	-	-	-	-	-	-	-
Ambulance Fees	342600	11,013,933	10,727,892	11,803,197	11,213,037	11,437,298	11,666,044	11,899,365	12,137,352
Medicaid - Ambulance Fees	342601	220,219	200,000	210,526	200,000	200,000	200,000	200,000	200,000
Special Events	342604	176,174	248,791	193,400	183,730	189,240	194,940	200,735	206,720
Patient Transports	342605	16,352	662,815	-	-	-	-	-	-
Medicaid - Fee for Service	342607	1,055,056	1,500,000	2,427,614	2,427,614	2,427,614	2,427,614	2,427,614	2,427,614
Pool Interest Allocation	361111	107,429	92,910	95,400	90,630	91,536	92,452	93,376	94,310
Net Incr(decr) In Fmv Of Investment	361300	14,789	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	72,293	-	34,737	33,000	33,000	33,330	33,663	34,000
Other Miscellaneous Revenue	369900	17,775	-	-	-	-	-	-	-
Transfer From Fund 001	381001	-	792,616	1,144,162	1,144,162	1,200,000	1,200,000	1,200,000	1,200,000
Transfer From Fund 140	381140	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Appropriated Fund Balance	399900	-	-	127,009	127,009	131,335	592,749	258,618	-
	Total Revenues	21,393,171	23,350,669	26,012,117	24,906,450	25,661,655	26,846,343	27,264,546	27,788,729

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Emergency Medical Services Vehicle & Equipment Replacement	026014-526	892,793	1,230,000	1,180,000	1,180,000	1,485,000	1,565,000	1,548,000	1,590,000
New Emergency Medical Services Vehicle & Equipment	026021-526	88,927	-	-	-	-	-	-	-
Emergency Medical Services Technology	076058-526	39,906	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Emergency Medical Services	185-526	18,522,843	20,336,869	21,995,039	21,995,039	22,401,559	23,460,555	23,849,059	24,252,618
MIS Automation - EMS Fund	470-526	-	17,375	20,640	20,640	20,640	20,640	20,640	20,640
EMS - Risk	495-526	63,229	67,722	76,376	76,376	77,061	77,753	78,452	78,452
Indirect Costs - EMS	499-526	1,406,000	1,408,000	1,447,000	1,447,000	1,490,000	1,535,000	1,581,000	1,629,000
Tax Collector	513-586	169,416	162,395	162,395	162,395	162,395	162,395	162,395	162,395
Transfers	950-581	43,086	-	-	-	-	-	-	-
Budgeted Reserves - EMS Fund	990-599	-	103,308	-	-	-	-	-	30,624
	Total Appropriations	21,226,200	23,350,669	24,906,450	24,906,450	25,661,655	26,846,343	27,264,546	27,788,729
	Revenues Less Appropriations	166,971	-	1,105,667	-	-	-	-	-

Leon County Fiscal Year 2022 Tentative Budget

Notes:

Property valuations increased 4.05% for the FY 2022 budget. However, this valuation growth was less than the 6.78% in FY 2021. During the FY 2020 budget process, the Board adopted a multi-year fiscal plan that allocated $4.1 million in debt services savings to avoid future tax and fee increases. The plan for the EMS Fund included a general fund transfer of $2.0 million a year beginning in FY 2021. However, the fund did not need the entire $2.0 million transfer due to increased Medicaid funding provided through the Agency for Health Care Administration. To balance the fund, $792,616 in general revenue was transferred to the EMS fund.

In FY 2022 the transfer from the general fund increased to $1.14 million. The required transfer would have been $2.0 million, however, the Medicaid Managed Care grant program provided an additional $927,614 in Medicaid funding. To balance the fund $127,009 in fund balance is appropriated. This appropriation of fund balance still leaves the remaining reserves within the reserve policy limits.

To recruit, retain and properly staff weekend and night shifts with EMTs and paramedics, an additional $276,952 has been added to the EMS personnel budget to provide additional shift differential pay during weekend and night shifts. EMTs and paramedics who work nights and weekends would receive a $2/hour and/or $2.50/hour shift differential pay, respectively. This funding is available through existing resources in the EMS special revenue fund. The funding is available due to an increase in Medicaid payments related to ambulance transport services and does not affect general revenue. Budgeting this differential pay allows the County to be competitive with area hospitals who offer similar differential pay and are actively recruiting EMS personnel.

Also, two EMS Supply Technicians were added to provide adequate 24/7 support for the ambulance fleet and reduce the reliance on EMTs for backup coverage.

For the out years, funding is allocated in FY 2024 for an additional crew, ambulance, vehicles, and equipment as needed to meet service demands.

Leon County Fiscal Year 2022 Tentative Budget

Municipal Services (140)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Public Service Tax - Electric	314100	7,398,484	7,173,650	7,924,834	7,528,592	7,931,625	8,328,206	8,744,617	9,181,848
Public Service Tax - Water	314300	1,158,679	1,107,963	1,221,000	1,159,950	1,194,749	1,230,591	1,267,509	1,305,535
Public Service Tax - Gas	314400	527,540	588,715	639,613	607,632	631,938	657,216	683,504	710,844
Public Service Tax - Fuel Oil	314700	772	2,708	2,851	2,708	2,708	2,708	2,708	2,708
Public Service Tax - 2% Discount	314999	(28,460)	(28,500)	(30,000)	(28,500)	(28,500)	(28,500)	(28,500)	(28,500)
DOT-Reimbursement Route 27	343913	5,741	5,741	5,741	5,741	5,741	5,741	5,741	5,741
Parks And Recreation	347200	872	4,750	8,000	7,600	10,133	12,666	12,666	12,666
Coe's Landing Park	347201	47,424	57,000	74,200	70,490	73,310	76,242	79,292	82,464
Animal Control Education	351310	95	-	-	-	-	-	-	-
Pool Interest Allocation	361111	1,817	10,000	11,500	10,925	11,034	11,144	11,256	11,368
Contributions And Donations	366000	6,379	-	-	-	-	-	-	-
Transfer From Fund 352	381352	375,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
	Total Revenues	9,494,343	9,422,027	10,357,738	9,865,138	10,332,738	10,796,014	11,278,793	11,784,674

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Animal Control	201-562	1,861,553	1,815,890	1,870,463	1,870,463	1,897,772	1,956,472	2,017,507	2,034,223
Parks and Recreation Services	436-572	2,970,575	3,232,597	3,696,120	3,696,120	3,711,153	3,767,037	3,825,382	3,886,288
MIS Automation - Animal Control	470-562	-	3,745	3,860	3,860	3,860	3,860	3,860	3,860
MIS Automation - Parks and Recreation	470-572	-	18,285	19,130	19,130	19,130	19,130	19,130	19,130
Municipal Services - Risk	495-572	22,729	35,445	36,457	36,457	36,656	36,857	37,060	37,060
Indirect Costs - Municipal Services (Animal Control)	499-562	183,000	183,000	229,000	229,000	236,000	243,000	250,000	258,000
Indirect Costs - Municipal Services (Parks & Recreation)	499-572	637,000	636,000	649,000	649,000	668,000	689,000	709,000	730,000
Payment to City- Parks & Recreation	838-572	1,443,006	1,504,334	1,568,268	1,568,268	1,634,919	1,704,403	1,776,840	1,852,356
Transfers	950-581	2,601,789	1,942,364	1,792,840	1,792,840	2,125,248	2,376,255	2,640,014	2,963,757
Budgeted Reserves - Municipal Service	990-599	-	50,367	-	-	-	-	-	-
	Total Appropriations	9,719,651	9,422,027	9,865,138	9,865,138	10,332,738	10,796,014	11,278,793	11,784,674
	Revenues Less Appropriations	(225,308)	-	492,600	-	-	-	-	-

Leon County Fiscal Year 2022 Tentative Budget

Notes:

For FY 2022, Public Services Tax (PST) revenues are projected to increase in FY 2022 by $425,826 or 4.8%. With more residents at home using utilities, the PST was not affected by COVID stay-at-home orders like other sources of revenue such as gas taxes and tourism taxes.

The transfer to Fund 305 (the Capital Improvement Fund) was reduced by $232,189 from the previous fiscal year ($1.62 million in FY 2021 to $1.39 million in FY 2022). This is part of the total $5.0 million general revenue transfer to the capital fund. The remaining transfer is from the General Fund.

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

Increased costs to the fund are primarily related to adding three positions to the Parks and Recreation budget. These positions include a two-person Park and Recreation Crew and a Park Attendant and their required vehicles and equipment. These positions are recommended to maintain adequate service levels related to the increased park acreage, dog parks and the opening of the Apalachee Regional Park Cross Country Course Pavilion. The Park Crew was deferred from the previous fiscal year due to the impact of COVID.

Leon County Fiscal Year 2022 Tentative Budget

Fire Rescue Services (145)

Fund Type: Special Revenue

The Fire Services Fund is a special revenue fund established in FY 2010 as a method to fund enhanced fire protection services in the unincorporated area of Leon County. This included adding another fire fighter at unincorporated area fire stations. The funding is derived from a fire service fee levied on single family, commercial and governmental properties in the unincorporated area of the County. Homes are charged a flat rate, and commercial and governmental properties pay per square foot. Square footage associated with the worship area of a church is excluded from the fee. In addition, the County provides support to the Volunteer Fire Departments.

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Fire Service Fee	325201	5,674,640	5,671,638	6,014,266	5,713,553	5,804,969	7,292,044	7,401,424	7,512,446
Fire Service Fee	325202	2,541,213	2,821,042	3,063,116	2,909,960	2,953,538	2,997,767	3,042,661	3,088,227
Delinquent Fees	325203	8,803	-	-	-	-	-	-	-
City VFD Payment	337407	482,479	482,479	482,479	482,479	482,479	482,479	482,479	482,479
Pool Interest Allocation	361111	68,197	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	21,745	-	-	-	-	-	-	-
Refund Of Prior Year Expenses	369300	20,328	-	-	-	-	-	-	-
Transfer From Fund 126	381126	-	-	1,400,000	1,400,000	1,600,000	-	-	-
	Total Revenues	8,817,404	8,975,159	10,959,861	10,505,992	10,840,986	10,772,290	10,926,564	11,083,152

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Volunteer Fire Departments	096002-522	6,819	-	-	-	-	-	-	-
VFD Fire Services - Risk	495-552	-	-	330	330	330	330	330	330
Indirect Costs - Fire Services	499-522	31,000	33,000	36,000	36,000	37,000	38,000	39,000	41,000
Tax Collector	513-586	50,962	59,106	60,288	60,288	61,197	62,116	63,049	63,049
Fire Services Payment	838-522	8,135,265	8,351,804	9,875,155	9,875,155	10,207,751	10,136,642	10,288,484	10,442,568
Volunteer Fire Department	843-522	419,747	482,479	482,479	482,479	482,479	482,479	482,479	482,479
Transfers	950-581	41,845	48,770	51,740	51,740	52,229	52,723	53,222	53,726
	Total Appropriations	8,685,638	8,975,159	10,505,992	10,505,992	10,840,986	10,772,290	10,926,564	11,083,152
	Revenues Less Appropriations	131,766	-	453,869	-	-	-	-	-

Notes:

With the implementation of the fire service fee the City initially billed all affected properties in the unincorporated area. In FY 2010, the Board approved placing this assessment on the tax bill for property owners who did not pay the fee via the established billing system. As reflected above direct billing by the City of Tallahassee is the primary source for the collection for this fee, but non-ad valorem assessment collections continue to increase as property owners become delinquent in their payments or choose to have their fee placed on the tax bill. At the May 12, 2015 meeting, the Board approved implementing the current fire service fee rates as recommended in an updated rate study.

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

As part of the FY 2022 budget process, the Board authorized the County Administrator to negotiate an amendment to the current County/City Fire Services Interlocal Agreement. The amendment authorizes increased payments to the City for fire services in FY 2022 and FY 2023. The increased payments are funded from general revenue debt service savings: $1.4 million in FY 2022 and $1.6 million in FY 2023. This approach allows fire service rescue fees charged to unincorporated residents to remain unchanged. In addition, the Amended Interlocal Agreement requires a new joint fire rescue services fee study to be conducted no later than FY 2023 to determine appropriate funding and/or rate charges after FY 2023.

Leon County Fiscal Year 2022 Tentative Budget

Tourism Development (160)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Tourist Development (4 Cents)	312100	3,779,103	3,509,387	4,273,820	4,060,129	4,222,313	4,390,948	4,566,954	4,749,411
Tourist Development (1 Cent)	312110	944,771	877,347	1,067,971	1,014,572	1,055,118	1,097,507	1,141,739	1,187,814
Pool Interest Allocation	361111	170,735	84,962	59,972	56,973	57,543	58,119	58,701	59,288
Net Incr(decr) In Fmv Of Investment	361300	59,624	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	5,016	-	-	-	-	-	-	-
Merchandise Sales	365000	4,805	5,730	6,032	5,730	5,730	5,730	5,730	5,730
Special Event Grant Reimbursements	366500	-	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Other Miscellaneous Revenue	369900	28,942	30,481	33,617	31,936	32,895	33,882	34,898	35,945
Appropriated Fund Balance	399900	-	-	172,657	172,657	-	-	-	-
Total Revenues		4,992,997	4,520,407	5,626,568	5,354,497	5,386,099	5,598,686	5,820,522	6,050,688

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Tourism Development Building	086065-552	176,809	-	-	-	-	-	-	-
Administration	301-552	528,186	520,730	572,741	572,741	586,904	601,522	616,553	631,879
Advertising	302-552	726,187	840,710	965,865	965,865	966,905	966,905	966,905	966,905
Marketing	303-552	1,537,307	1,541,680	1,809,232	1,809,232	1,864,513	1,922,157	1,982,265	2,046,283
Special Projects	304-552	350,922	450,000	600,000	600,000	600,000	600,000	600,000	600,000
MIS Automation - Tourism Development	470-552	7,822	8,455	8,560	8,560	8,817	9,082	9,354	9,635
Tourism Development - Risk	495-552	5,364	5,485	6,432	6,432	6,496	6,561	6,627	6,627
Indirect Costs - Tourism Development	499-552	221,000	276,000	238,000	238,000	250,000	262,000	276,000	289,000
Council on Culture & Arts (COCA)	888-573	1,485,462	877,347	903,667	903,667	930,777	958,700	987,461	987,461
Transfers	950-581	350,000	-	250,000	250,000	-	-	-	-
Budgeted Reserves - Tourism Development	990-599	-	-	-	-	171,687	271,759	375,357	512,898
Total Appropriations		5,389,057	4,520,407	5,354,497	5,354,497	5,386,099	5,598,686	5,820,522	6,050,688
Revenues Less Appropriations		(396,061)	-	272,071	-	-	-	-	-

Notes:

The fiscal impact of COVID on Tourism was significant. Tourist Development Tax (TDT) revenue declined by 33% in FY 2020 after the onset of COVID restrictions in April 2020. FY 2021 collections estimate are forecasted to be 23% below FY 2020 collections. With the removal of stay-at-home orders and the availability of vaccines, TDT collection began increasing in March 2021. Based on current activity the TDT forecast shows TDT revenue increasing by 16%. At the June 8, 2021 meeting, the Board allocated $750,000 in American Rescue Plan Act (ARPA) revenue loss replacement funding to Tourism for marketing and advertising activities.

With revenues recovering from the impacts of COVID on travel, expenditure increases reflect a restoration of many of the budget reductions made in marketing and advertising in FY 2020 and FY 2021 due to a decline in bed-tax revenues. The budget reflects marketing and advertising increases, and additional funding for Signature Event and Legacy Event grants. Fund balance in the amount of $172,657 is appropriated to support expenditures including a capital transfer of $250,000 for the completion of the Phase II Apalachee Regional Park Master Plan.

Leon County Fiscal Year 2022 Tentative Budget

County Accepted Roadways and Drainage Systems Program (162)

Fund Type: Special Revenue

The County Accepted Roadways and Drainage Systems Program (CARDS) Fund is a special revenue fund established to account for the repayment of special assessments associated with the County's CARDS program (formerly the 2/3 2/3's paving program). The revenue received into this fund is collected as a non ad valorem special assessment on the annual tax bill. These revenues are repaying the County for loans utilized to construct special assessment paving projects. The revenues are transferred annually to the General Fund (001).

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Pool Interest Allocation	361111	228	2,470	211	200	200	200	200	200
Other Interest Earnings	361390	17,290	14,800	12,421	11,800	9,100	6,200	3,600	1,000
Special Assessments	363000	106,505	96,500	93,263	88,600	91,400	86,900	89,400	16,300
Total Revenues		124,023	113,770	105,895	100,600	100,700	93,300	93,200	17,500

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Tax Collector	513-586	2,187	5,500	5,200	5,200	5,200	5,200	5,200	5,200
Transfers	950-581	122,940	108,270	95,400	95,400	95,500	88,100	88,000	12,300
Total Appropriations		125,127	113,770	100,600	100,600	100,700	93,300	93,200	17,500
Revenues Less Appropriations		(1,104)	-	5,295	-	-	-	-	-

Notes:

This fund continues to see a decline in revenue as previous special assessments are paid in full and the lack of new assessments being levied in recent years due to a decline in projects.

Leon County Fiscal Year 2022 Tentative Budget

Special Assessment - Killearn Lakes Units I and II Sewer (164)

Fund Type: Special Revenue

This Special Assessment Fund was established to account for revenues and expenditures associated with the special assessment levied on property owners in Killearn Lakes Units I and II to pay for the costs associated with maintaining the new City of Tallahassee sewer service distribution system completed in October 2006. The assessment is collected and remitted to the City of Tallahassee in accordance with an interlocal agreement with the City of Tallahassee. The charge levied to each parcel within Units I and II is $179.43.

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Pool Interest Allocation	361111	4,066	-	-	-	-	-	-	-
Special Assessment - Killearn Lakes Sewer	363230	228,777	237,500	250,000	237,500	237,500	237,500	237,500	237,500
Total Revenues		232,843	237,500	250,000	237,500	237,500	237,500	237,500	237,500

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Tax Collector	513-586	4,571	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Sewer Services Killearn Lakes Units I and II	838-535	224,206	232,500	232,500	232,500	232,500	232,500	232,500	232,500
Total Appropriations		228,777	237,500	237,500	237,500	237,500	237,500	237,500	237,500
Revenues Less Appropriations		4,066	-	12,500	-	-	-	-	-

Leon County Fiscal Year 2022 Tentative Budget

County Government Annex (165)

Fund Type: Special Revenue

On June 26, 2003, the Board of County Commissioners purchased the County Government Annex on Calhoun Street. The operating fund will be used to facilitate and account for the ongoing operations of this building. Revenues associated with this fund are primarily generated by leases associated with the tenants of the building. Expenses associated with this fund are comprised of necessities required in the upkeep, maintenance, and management of the facility.

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Parking Facilities	344500	96,510	138,449	216,666	205,833	185,823	185,823	185,823	80,773
Pool Interest Allocation	361111	17,562	15,390	10,000	9,500	9,595	9,691	9,788	9,886
Net Incr(decr) In Fmv Of Investment	361300	(13,136)	-	-	-	-	-	-	-
Rents And Royalties	362000	1,436,363	1,333,293	1,057,020	1,004,169	813,443	827,262	841,376	808,958
Appropriated Fund Balance	399900	-	-	-	-	94,133	90,410	87,502	236,510
	Total Revenues	1,537,299	1,487,132	1,283,686	1,219,502	1,102,994	1,113,186	1,124,489	1,136,127

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
County Government Annex	086025-519	553,828	550,000	250,000	250,000	150,000	150,000	150,000	150,000
County Government Annex	154-519	408,909	557,930	626,229	626,229	636,089	646,275	656,572	667,210
County Government Annex - Risk	495-519	39,593	39,608	36,349	36,349	36,355	36,361	36,367	36,367
Indirect Costs - County Government Annex	499-519	24,000	24,000	24,000	24,000	25,000	25,000	26,000	27,000
Transfers	950-581	1,240,694	283,040	255,550	255,550	255,550	255,550	255,550	255,550
Budgeted Reserves - BOA Building (Operating)	990-599	-	32,554	27,374	27,374	-	-	-	-
	Total Appropriations	2,267,024	1,487,132	1,219,502	1,219,502	1,102,994	1,113,186	1,124,489	1,136,127
	Revenues Less Appropriations	(729,725)	-	64,184	-	-	-	-	-

Notes:

Funding is allocated for general building maintenance and repairs including renovations, mechanical and electrical upgrades and safety improvements at the Leon County Courthouse Annex. Specific project details are located in the Capital Improvements Project Section. In addition, FY 2022 and out-year transfers reflect utility payments to the General Fund (001).

The decline in lease revenue is due to the programmed expiration of leases, which may or may not be extended or renegotiated. Revenue is only contemplated when a lease is active. The out-years reflect the use of accumulated fund balance to support expenditures.

Leon County Fiscal Year 2022 Tentative Budget

Huntington Oaks Plaza (166)

Fund Type: Special Revenue

This fund was established to account for the maintenance of the Huntington Oaks Plaza purchased by the County in FY 2010 for the expansion of the Lake Jackson store front library and the construction of a community center. Revenue from this fund is derived from lease payments from space rentals and are used for maintaining the property.

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Pool Interest Allocation	361111	4,535	-	-	-	-	-	-	-
Rents And Royalties	362000	190,749	289,940	305,620	290,339	286,520	297,398	305,102	305,102
Lawsuit Settlements	369350	1,855	-	-	-	-	-	-	-
	Total Revenues	197,139	289,940	305,620	290,339	286,520	297,398	305,102	305,102

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Huntington Oaks Plaza Bldg Improvement	083002-519	123,447	-	-	-	-	-	-	-
Huntington Oaks Plaza Operating	155-519	92,789	105,695	105,852	105,852	106,699	107,571	108,469	109,395
Huntington Oaks - Risk	495-519	12,455	12,456	11,396	11,396	11,396	11,396	11,396	11,396
Indirect Costs - Huntington Oaks Plaza	499-519	8,000	10,000	10,000	10,000	10,000	11,000	11,000	11,000
Transfers	950-581	-	123,460	114,630	114,630	114,630	114,630	114,630	114,630
Budgeted Reserves - Huntington Oaks	990-599	-	38,329	48,461	48,461	43,795	52,801	59,607	58,681
	Total Appropriations	236,691	289,940	290,339	290,339	286,520	297,398	305,102	305,102
	Revenues Less Appropriations	(39,552)	-	15,281	-	-	-	-	-

Notes:

FY 2022 and the out-years reflects a steady level of anticipated rents. The expenditure transfers are utility payments to the General Fund (001) for building utilities.

Leon County Fiscal Year 2022 Tentative Budget

Bond Series 2012A & 2012B (211)

Fund Type: Debt Service

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Net Incr(decr) In Fmv Of Investment	361300	113,339	-	-	-	-	-	-	-
Transfer From Fund 126	381126	6,115,186	-	-	-	-	-	-	-
Transfer From Fund 165	381165	957,354	-	-	-	-	-	-	-
	Total Revenues	7,185,879	-	-	-	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Bond Series 2012A (Tax Exempt)	975-582	7,076,574	-	-	-	-	-	-	-
	Total Appropriations	7,076,574	-	-	-	-	-	-	-
	Revenues Less Appropriations	109,306	-	-	-	-	-	-	-

Notes:

This bank loan was fully paid in FY 2020.

Leon County Fiscal Year 2022 Tentative Budget

2017 Capital Improvement Revenue Refinancing (222)

Fund Type: Debt Service

The Debt Series 2014 Fund is a debt service fund established to account for the debt service associated with the refinancing of the non taxable portion of the Capital Improvement Revenue Refunding Bond Series 2005 with a bank loan. The original bond was issued to fully refund the Parks and Recreation Bond Series 1998A, a portion of the Stormwater Bond Series 1997 and a portion of the Capital Improvement Revenue Bond Series 1999. The remaining taxable portion of this bond is accounted for in Fund 220.

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Transfer From Fund 126	381126	485,942	3,268,180	3,270,062	3,270,062	3,271,593	3,269,753	3,270,583	-
	Total Revenues	485,942	3,268,180	3,270,062	3,270,062	3,271,593	3,269,753	3,270,583	-

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
2014 Debt Series	979-582	492,662	3,268,180	3,270,062	3,270,062	3,271,593	3,269,753	3,270,583	-
	Total Appropriations	492,662	3,268,180	3,270,062	3,270,062	3,271,593	3,269,753	3,270,583	-
	Revenues Less Appropriations	(6,720)	-	-	-	-	-	-	-

Notes:

At the April 26, 2017 workshop, the Board approved the refinancing of a FY 2014 bank loan which saved $489,075 over the life of the loan. The increased payment in FY 2022 reflects the planned increase principle payments on the loan as part of level debt service and the retirement of debt as reflected in Fund 211.

Leon County Fiscal Year 2022 Tentative Budget

Bond Series 2020-Capital Equipment Financing (223)

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
COT Capital Reimbursement	337304	130,000	130,000	130,000	130,000	130,000	130,000	130,000	35,891
Transfer From Fund 126	381126	-	131,757	127,731	127,731	127,689	127,645	127,601	35,890
Transfer From Fund 305	381305	8,247	-	-	-	-	-	-	-
	Total Revenues	138,247	261,757	257,731	257,731	257,689	257,645	257,601	71,781

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Bond Series 2020	979-582	8,246	261,757	257,731	257,731	257,689	257,645	257,601	71,781
	Total Appropriations	8,246	261,757	257,731	257,731	257,689	257,645	257,601	71,781
	Revenues Less Appropriations	130,001	-	-	-	-	-	-	-

Notes:

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

Leon County Fiscal Year 2022 Tentative Budget

Supervisor of Elections Building (224)

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Transfer From Fund 126	381126	-	-	354,083	354,083	419,905	418,893	417,788	421,590
	Total Revenues	-	-	354,083	354,083	419,905	418,893	417,788	421,590

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Bond Series 2021	979-582	-	-	354,083	354,083	419,905	418,893	417,788	421,590
	Total Appropriations	-	-	354,083	354,083	419,905	418,893	417,788	421,590
	Revenues Less Appropriations	-	-	-	-	-	-	-	-

Notes:

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

Leon County Fiscal Year 2022 Tentative Budget

ESCO Lease (225)

The ESCO Lease Fund is a debt service fund established to account for the debt service associated with the obligations relating to the County's Energy Performance Contract with Energy Savings Group (ESG). This lease was entered into to fund upgrades and replacements of critical building infrastructure at County facilities, including the Detention Center, Courthouse and Sheriff's Administration building relating to the County's Energy Performance Contract. These energy efficiency improvements will offset the cost of the lease. Energy Savings Group will pay any balance on the lease not offset by these energy cost savings.

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Transfer From Fund 001	381001	-	-	660,414	660,414	680,226	700,633	721,652	743,302
Transfer From Fund 126	381126	-	-	542,050	542,050	575,421	557,404	533,467	513,590
	Total Revenues	-	-	1,202,464	1,202,464	1,255,647	1,258,037	1,255,119	1,256,892

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
ESCO Lease	977-582	-	-	1,202,464	1,202,464	1,255,647	1,258,037	1,255,119	1,256,892
	Total Appropriations	-	-	1,202,464	1,202,464	1,255,647	1,258,037	1,255,119	1,256,892
	Revenues Less Appropriations	-	-	-	-	-	-	-	-

Notes:

The ESCO Lease fund (225) was established during the FY 2022 Budget to account for the debt service related to the County's Energy Performance Contract with Energy Savings Group (ESG). The savings generated from this contract for FY 2022 is reflected in the Facilities Management and Facilities Detention Center operating budgets in the General Fund (001).

Leon County Fiscal Year 2022 Tentative Budget

Capital Improvements (305)

Fund Type: Capital Projects

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
City Utility Funding	337320	272,221	-	-	-	-	-	-	-
Pool Interest Allocation	361111	417,842	283,100	79,543	75,566	75,566	75,566	75,566	75,566
Net Incr(decr) In Fmv Of Investment	361300	172,658	-	-	-	-	-	-	-
Transfer From Fund 001	381001	5,107,194	3,499,171	3,609,520	3,609,520	6,101,342	10,840,344	10,128,568	10,406,207
Transfer From Fund 110	381110	62,400	-	-	-	-	-	-	-
Transfer From Fund 120	381120	600,000	471,000	37,500	37,500	37,500	-	-	-
Transfer From Fund 140	381140	2,285,764	1,622,669	1,390,480	1,390,480	1,722,888	1,973,895	2,237,654	2,561,397
Transfer From Fund 160	381160	350,000	-	250,000	250,000	-	-	-	-
Transfer From Fund 352	381352	1,593,750	2,125,000	2,125,000	2,125,000	-	-	-	-
Debt Proceeds	384100	1,298,120	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	2,008,235	-	-	-	-	-	-
ARP Appropriated Fund Balance	399902	-	-	3,600,000	3,600,000	6,594,548	-	-	-
	Total Revenues	12,159,949	10,009,175	11,092,043	11,088,066	14,531,844	12,889,805	12,441,788	13,043,170

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
General Vehicle & Equipment Replacement	026003-519	213,717	300,000	617,000	562,000	776,500	525,000	678,000	447,000
Stormwater Vehicle & Equipment Replacement	026004-538	9,580	208,000	468,000	468,000	579,000	680,000	664,000	856,000
Fleet Management Shop Equipment	026010-519	3,910	-	36,500	36,500	46,000	18,700	46,500	38,700
General Government New Vehicle Requests	026018-519	-	16,160	100,999	155,999	37,500	-	-	-
Helicopter for Sheriff's Office	026023-521	1,527,200	-	-	-	-	-	-	-
J. Lee Vause Park	043001-572	3,261	-	-	-	-	-	-	-
Okeeheepkee Prairie Park	043008-572	182,405	-	-	-	-	-	-	-
Apalachee Regional Park	045001-572	708,552	287,550	250,000	250,000	100,000	500,000	500,000	500,000
J.R. Alford Greenway	045004-572	83,378	-	-	-	-	-	-	-
Parks Capital Maintenance	046001-572	529,455	450,000	350,000	350,000	350,000	350,000	350,000	350,000
Playground Equipment Replacement	046006-572	5,860	-	190,000	190,000	190,000	180,000	-	200,000
New Vehicles and Equipment for Parks/Greenways	046007-572	359	5,500	265,986	265,986	55,000	-	-	-
Greenways Capital Maintenance	046009-572	404,418	250,000	250,000	250,000	300,000	300,000	300,000	300,000
Dog Parks - Unincorporated Area	046013-572	116,153	-	-	-	35,000	-	-	-
Chaires Park	046014-572	9,960	-	-	-	-	-	-	-
Boat Landing Improvements and Renovations	047002-572	31,120	-	448,500	448,500	-	-	-	-
N. Florida Fairgrounds Milling and Resurfacing	051009-541	-	-	-	-	220,000	-	-	-
2/3rds Tower Oaks Private Road Paving	057917-541	11,619	-	-	-	-	-	-	-
Miccosukee Road Bridge Replacement	057918-541	-	-	25,000	-	-	-	-	-
Lake Henrietta Renovation	061001-538	-	-	240,000	240,000	1,250,000	-	-	-
Woodside Heights FDEP Grant	061003-535	2,300	-	-	-	-	-	-	-
Woodville Sewer Project	062003-535	89,188	-	-	-	-	-	-	-
Belair-Annawood Septic to Sewer	062007-535	102,759	-	-	-	-	-	-	-
NE Lake Munson Septic to Sewer	062008-535	1,667	-	-	-	-	-	-	-
Lexington Pond - Ford's Arm	063005-538	2,170	-	-	-	200,000	600,000	-	-

Leon County Fiscal Year 2022 Tentative Budget

Capital Improvements (305)

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Faulk Drive Pond Sediment Removal	063010-538	17,977	-	-	-	-	-	-	-
Longview Drive Sinkhole	063011-538	237,042	-	-	-	-	-	-	-
Killearn Acres Flood Mitigation	064001-538	-	-	-	-	225,000	-	-	-
Stormwater Pond Repairs	066026-538	53,795	50,000	200,000	200,000	300,000	100,000	100,000	100,000
Stormwater Infrastructure Preventative Maintenance	067006-538	240,189	-	-	-	-	-	-	-
Financial Hardware and Software	076001-519	33,266	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Supervisor of Elections Technology	076005-513	2,582	-	-	-	-	-	-	-
Supervisor of Elections Technology	076005-519	100,502	95,350	50,000	50,000	50,000	50,000	50,000	50,000
County Compute Infrastructure	076008-519	572,188	550,000	550,000	550,000	620,000	620,000	620,000	620,000
Geographic Information Systems	076009-539	182,401	306,000	337,000	337,000	337,000	356,000	356,000	350,000
Library Services Technology	076011-571	117,866	150,000	287,030	287,030	340,030	265,030	245,030	60,000
Permit & Enforcement Tracking System	076015-537	267,313	509,000	50,000	50,000	200,000	200,000	150,000	100,000
Courtroom Technology	076023-519	215,032	133,820	-	-	130,280	130,280	130,280	130,280
User Computer Upgrades	076024-519	74,423	150,000	160,000	160,000	475,000	475,000	475,000	475,000
Mobile Devices	076042-519	25,000	80,000	30,450	30,450	90,914	91,391	91,883	92,389
State Attorney Technology	076047-519	143,128	149,615	158,215	158,215	149,615	149,615	149,615	149,615
Public Defender Technology	076051-519	73,144	110,500	110,500	110,500	110,500	110,500	110,500	110,500
Geographic Information Systems Incremental Basemap Update	076060-539	238,741	298,500	298,500	298,500	298,500	298,500	298,500	298,500
E-Filing System for Court Documents	076063-519	17,853	125,000	-	-	125,000	125,000	125,000	125,000
Justice Information System (JIS) Upgrade	076065-519	-	-	50,000	50,000	250,000	1,000,000	1,000,000	1,000,000
Large Application Upgrades	076066-519	-	-	100,000	100,000	105,000	110,000	115,000	120,000
Remote Server Center (RSC) Improvements	076067-519	-	-	140,000	140,000	25,750	26,253	27,318	-
Pavement Management System	076068-541	-	-	28,000	28,000	-	-	-	-
Courtroom Minor Renovations	086007-519	106,905	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Architectural & Engineering Services	086011-519	99,164	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Courthouse Security	086016-519	35,030	35,000	80,000	80,000	20,000	35,000	35,000	35,000
Common Area Furnishings	086017-519	29,043	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Courthouse Renovations	086027-519	249,832	40,000	108,000	108,000	40,000	40,000	40,000	40,000
Jail Complex Maintenance	086031-523	1,827,883	2,860,000	2,092,000	2,092,000	2,107,000	2,126,000	1,860,000	1,610,000
Medical Examiner Facility	086067-527	125,442	-	-	-	-	-	-	-
Building Roofing Repairs and Replacements	086076-519	582,163	650,000	568,386	568,386	853,195	391,536	565,362	825,000
Building Mechanical Repairs and Replacements	086077-519	231,839	416,000	693,000	693,000	797,000	696,000	791,000	676,000
Building Infrastructure Improvements	086078-519	290,639	410,180	530,000	530,000	1,473,060	750,000	1,247,800	1,737,800
Building General Maintenance and Renovations	086079-519	596,957	273,000	475,000	475,000	405,000	725,000	645,000	1,071,386
Sheriff Training Facility	086080-523	2,721	-	-	-	-	-	-	-
Solar Arrays on County Buildings	086081-519	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000
ESCO Projects	086082-519	-	650,000	-	-	-	-	-	-
Essential Libraries Initiative	086085-571	-	-	400,000	400,000	300,000	300,000	300,000	300,000
Serenity Cemetery Expansion	091002-519	-	-	-	-	190,000	190,000	-	-
Public Safety Complex	096016-529	78,672	175,000	150,000	150,000	150,000	150,000	150,000	50,000
Voting Equipment Replacement	096028-513	-	50,000	-	-	-	-	-	-
Transfers	950-581	8,247	-	-	-	-	-	-	-

Leon County Fiscal Year 2022 Tentative Budget

Capital Improvements (305)

Total Appropriations	10,916,009	10,009,175	11,113,066	11,088,066	14,531,844	12,889,805	12,441,788	13,043,170
Revenues Less Appropriations	1,243,940	-	(21,023)	-	-	-	-	-

Notes:

The FY 2022 – FY 2026 Capital Improvement Plan is primarily focused on maintaining the County's infrastructure of buildings, roads, stormwater system, parks, information technology and fleet. In FY 2021, as part of the budget balancing strategies implemented in response to revenue losses associated with the COVID-19 pandemic, capital improvement projects were reduced or deferred. This allowed for the reduction in the general revenue transfer to the Capital Improvement Fund (305) by $2.32 million.

The FY 2022 general capital improvement program is $11.1 million. The general transfer to support the capital is $5.0 million, a slight decrease from the $5.12 million transferred in FY 2021. In addition, in FY 2021 Leon County received $57.02 million in America Recovery Plan Act (ARPA) funding which allowed for local governments to use of a portion on revenue loss recovery. $3.6 million of this funding was allocated to the Capital Fund for FY 2022 and another $6.59 million in FY 2023. Without the ARPA funding, reductions to the capital program would have occurred. Out-years reflect revenues returning to normal growth and the general revenue transfer increasing to $12.97 million by FY 2026.

Resources to support the capital program also reflect the final year pay back of sales tax dollars for the $6.5 million borrowed from the capital program to support matching grants for sewer projects in the Primary Spring Protection area of the County.

For FY 2022, funding of $2.26 million is allocated for building infrastructure, roofs, and maintenance repairs, $2.09 million for the Detention Center and Sheriff's Evidence Storage Facility. In addition, $400,000 was allocated to support the Essential Library Initiative, a process of re-envisioning of the Leon County Public Library System to address the changing needs of residents and trends in library use. These funds are for space improvements to the Main and Branch Libraries. Funding to support this initiative total $1.6 million over the next five years.

Leon County Fiscal Year 2022 Tentative Budget

Transportation Improvements (306)

Fund Type: Capital Projects

The Transportation Improvement Fund is a capital project fund established to account for transportation related capital projects. Major revenue sources for the Transportation Improvement Fund include proceeds from local and state gas taxes from the Transportation Trust Fund (106). Leon County imposes a total of twelve cents in gas taxes.

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Pool Interest Allocation	361111	184,026	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	50,378	-	-	-	-	-	-	-
Transfer From Fund 106	381106	2,708,708	3,396,700	2,016,170	2,016,170	3,500,391	4,218,651	3,588,524	3,622,140
Appropriated Fund Balance	399900	-	350,000	440,450	440,450	-	-	-	-
	Total Revenues	2,943,112	3,746,700	2,456,620	2,456,620	3,500,391	4,218,651	3,588,524	3,622,140

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Public Works Vehicle & Equipment Replacement	026005-541	410,872	372,000	601,000	601,000	1,020,000	1,786,000	1,001,000	1,077,000
Arterial & Collector Roads Pavement Markings	026015-541	-	135,200	160,200	160,200	135,200	135,200	135,200	135,200
Baum Road Drainage Improvement	054011-541	18,948	-	-	-	-	-	-	-
Community Safety & Mobility	056005-541	-	-	-	-	100,000	-	100,000	-
Stormwater and Transportation Improvements	056010-541	3,190,783	674,500	-	-	-	-	-	-
Public Works Design and Engineering Services	056011-541	93,867	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Sidewalk Program	056013-541	948,734	-	1,295,420	1,295,420	1,345,191	1,397,451	1,452,324	1,509,940
Intersection & Safety Improvements	057001-541	800	-	-	-	-	-	-	-
Maylor Road Stormwater Improvments	065005-538	191,175	2,120,000	-	-	-	-	-	-
Stormwater Infrastructure Preventative Maintenance	067006-538	-	345,000	300,000	300,000	800,000	800,000	800,000	800,000
Transfer to Fund 125	950-581	80,000	-	-	-	-	-	-	-
	Total Appropriations	4,935,179	3,746,700	2,456,620	2,456,620	3,500,391	4,218,651	3,588,524	3,622,140
	Revenues Less Appropriations	(1,992,068)	-	-	-	-	-	-	-

Notes:

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

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

For FY 2022, with the allocation of ARPA funding in the current fiscal year, the transfer to the Transportation Capital decreased by $1.4 million. Additionally, the second local option gat tax returned to being split 50/50 between sidewalks and transportation maintenance projects with $1.29 million allocated for sidewalks. In addition, $440,450 in available fund balance is allocated to support the Transportation Capital Program.

Leon County Fiscal Year 2022 Tentative Budget

Sales Tax (308)

Fund Type: Capital Projects

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Pool Interest Allocation	361111	79,351	60,000	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	26,472	-	-	-	-	-	-	-
Total Revenues		105,823	60,000	-	-	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Intersection & Safety Improvements	057001-541	45,216	-	-	-	-	-	-	-
Jail Complex Maintenance	086031-523	293,330	60,000	-	-	-	-	-	-
Total Appropriations		338,546	60,000	-	-	-	-	-	-
Revenues Less Appropriations		(232,723)	-	-	-	-	-	-	-

Notes:

The current 1-Cent Local Option Sales Tax expired in 2019. In November 4, 2014, Leon County residents approved a ballot initiative to extend the sales tax for another 20 years until 2039. In FY 2020, two new funds (351 and 352) were established for the new sales tax extension that went into affect on January 1, 2020. Previous projects assigned to this fund were moved to fund 351. This fund is still open due to the accumulated funds in the intersection and safety improvement project to support the reconstruction of the Blair Stone Road and Old St. Augustine intersection. The project is proceeding with design and right of way acquisition.

Leon County Fiscal Year 2022 Tentative Budget

Sales Tax - Extension (309)

Fund Type: Capital Projects

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
1 Cent Sales Tax	312600	1,158,038	-	-	-	-	-	-	-
BP2000 JPA Revenue	343916	3,901,893	465,518	-	-	-	-	-	-
Pool Interest Allocation	361111	31,022	16,055	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(29,243)	-	-	-	-	-	-	-
	Total Revenues	5,061,710	481,573	-	-	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Open Graded Cold Mix Stabilization	026006-541	612,573	-	-	-	-	-	-	-
Fred George Park	043007-572	4,767	-	-	-	-	-	-	-
Apalachee Regional Park	045001-572	1,135,211	-	-	-	-	-	-	-
Arterial/Collector Resurfacing	056001-541	1,108,994	-	-	-	-	-	-	-
Community Safety & Mobility	056005-541	44,372	-	-	-	-	-	-	-
Woodside Heights FDEP Grant	061003-535	234,600	-	-	-	-	-	-	-
Lake Munson Restoration	062001-538	56,000	-	-	-	-	-	-	-
Gum Road Target Planning Area	062005-538	19,167	-	-	-	-	-	-	-
Lexington Pond Retrofit	063005-538	3,650,071	481,573	-	-	-	-	-	-
Killearn Acres Flood Mitigation	064001-538	17,400	-	-	-	-	-	-	-
	Total Appropriations	6,883,154	481,573	-	-	-	-	-	-
	Revenues Less Appropriations	(1,821,444)	-	-	-	-	-	-	-

Notes:

The current 1-Cent Local Option Sales Tax expired in 2019. In November 4, 2014, Leon County residents approved a ballot initiative to extend the sales tax for another 20 years until 2039. Two new funds (351 and 352) were established for the new sales tax revenue beginning in FY 2020 to account for the projects that were programmed in this fund. This fund remains open for expenditures related to the Lexington Pond Retrofit project.

Leon County Fiscal Year 2022 Tentative Budget

ESCO 2020 (323)

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Debt Proceeds	384100	16,500,000	-	-	-	-	-	-	-
	Total Revenues	16,500,000	-	-	-	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
ESCO Energy Savings	000-000	4,880,396	-	-	-	-	-	-	-
	Total Appropriations	4,880,396	-	-	-	-	-	-	-
	Revenues Less Appropriations	11,619,605	-	-	-	-	-	-	-

Leon County Fiscal Year 2022 Tentative Budget

9-1-1 Capital Projects (330)

Fund Type: Capital Projects

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Pool Interest Allocation	361111	72,501	57,570	32,900	31,255	31,568	31,883	32,202	32,524
Net Incr(decr) In Fmv Of Investment	361300	30,242	-	-	-	-	-	-	-
Transfer From Fund 130	381130	300,000	-	-	-	-	-	-	-
	Total Revenues	402,743	57,570	32,900	31,255	31,568	31,883	32,202	32,524

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Transfers	950-581	197,155	-	-	-	-	-	-	-
911 Capital Projects	990-599	-	57,570	31,255	31,255	31,568	31,883	32,202	32,524
	Total Appropriations	197,155	57,570	31,255	31,255	31,568	31,883	32,202	32,524
	Revenues Less Appropriations	205,588	-	1,645	-	-	-	-	-

Notes:

Revenues are collected in the operating fund (Fund 130). Funds not utilized for operating the E 9-1-1 System are transferred at fiscal year end to the capital fund for future expenditure on capital upgrades .

Leon County Fiscal Year 2022 Tentative Budget

Sales Tax - Extension 2020 (351)

Fund Type: Capital Projects

On November of 2014, Leon County residents approved a referendum providing a second extension of the 1998 imposed 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. The extension commits 80% of the revenues for Blueprint 2020 infrastructure projects, Blueprint 2020 Economic Development Programs, and Livable Infrastructure For Everyone (L.I.F.E.) projects. The remaining 20% is split evenly between the County and the City. The County's 10% share, accounted for in this fund, will be used for transportation resurfacing and intersection improvement projects and other statutorily authorized uses approved by the County Commission.

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
1 Cent Sales Tax	312600	3,189,681	3,492,418	4,584,000	4,354,800	4,464,050	4,575,200	4,690,150	4,807,000
Pool Interest Allocation	361111	13,495	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	27,792	-	-	-	-	-	-	-
	Total Revenues	3,230,968	3,492,418	4,584,000	4,354,800	4,464,050	4,575,200	4,690,150	4,807,000

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Open Graded Cold Mix Main/Resurfacing	026006-541	-	-	75,000	75,000	161,632	159,968	215,605	215,605
Arterial/Collect/Local Road Resurfacing	056001-541	1,604,037	3,492,418	4,279,800	4,279,800	4,302,418	4,315,232	4,324,545	4,441,395
Intersection and Safety Improvement	057001-541	-	-	-	-	-	100,000	150,000	150,000
	Total Appropriations	1,604,037	3,492,418	4,354,800	4,354,800	4,464,050	4,575,200	4,690,150	4,807,000
	Revenues Less Appropriations	1,626,931	-	229,200	-	-	-	-	-

Notes:

This fund was established to account for the County's 10% share of the sales tax extension starting January 1, 2020. The FY 2022 revenue estimates reflect sales tax collections growing from FY 2021 as consumer spending increases after the lifting of stay-at-home orders and the availability of COVID vaccines.

With the sales tax taking effect on January 1, 2020, the FY 2020 actuals reflect only nine months of collections. The first year of collections was affected by COVID and the associated drop in consumer spending starting in March 2020. The 10% share supports the County’s annual road resurfacing, OCGM maintenance and intersection/safety capital projects.

Leon County Fiscal Year 2022 Tentative Budget

Sales Tax - Extension 2020 JPA Agreement (352)

Fund Type: Capital Projects

In November 2014, Leon County residents approved a referendum providing a second extension of the 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. The extension commits 80% of the revenues for Blueprint 2020 infrastructure projects, and will be jointly administered and funded by Leon County and the City of Tallahassee. The Blueprint 2020 Joint Participation Agreement Revenue supports County projects funded through the County's share of the sales tax extension. The BP 2020 JPA revenue, accounted for in the fund, will be used for Water Quality and Stormwater, and Sidewalks. The fund also accounts for the 2% portion of the fund dedicated to Liveable Infrastructure For Everyone (L.I.F.E.) projects.

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
LIFE Revenue	312601	633,699	725,850	1,057,834	1,004,942	1,030,167	1,055,818	1,082,319	1,109,268
BP2000 JPA Revenue	343916	2,906,250	3,875,000	3,875,000	3,875,000	3,875,000	3,875,000	3,875,000	3,875,000
Pool Interest Allocation	361111	11,760	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	21,565	-	-	-	-	-	-	-
	Total Revenues	3,573,274	4,600,850	4,932,834	4,879,942	4,905,167	4,930,818	4,957,319	4,984,268

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Sidewalk Program	056013-541	-	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000
BluePrint 2020 Water Quality and Stormwater	067003-538	-	-	-	-	2,125,000	2,125,000	2,125,000	2,125,000
L.I.F.E. Rural Road Safety Stabilization	091003-541	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000
L.I.F.E. Miccosukee Sense of Place	091004-519	-	200,850	197,630	197,630	205,060	245,818	341,950	324,268
L.I.F.E. Street Lighting	091005-541	-	100,000	125,000	125,000	125,000	125,000	125,000	125,000
L.I.F.E. Fire Safety Infrastructure	091006-529	-	-	-	-	125,000	-	125,000	125,000
L.I.F.E. Boat Landing Enhancements & Upgrades	091007-572	58,564	125,000	80,000	80,000	185,000	185,000	185,000	185,000
L.I.F.E. Stormwater and Flood Relief	091009-538	-	-	-	-	290,107	400,000	205,369	250,000
L.I.F.E. Recreational Amenities	091010-572	-	200,000	502,312	502,312	-	-	-	-
Transfers	950-581	1,968,750	2,625,000	2,625,000	2,625,000	500,000	500,000	500,000	500,000
	Total Appropriations	2,027,314	4,600,850	4,879,942	4,879,942	4,905,167	4,930,818	4,957,319	4,984,268
	Revenues Less Appropriations	1,545,961	-	52,892	-	-	-	-	-

Notes:

In November 4, 2014, Leon County residents approved a ballot initiative to extend the current 1-Cent Local Option Sales Tax for another 20 years until 2039. This fund has been established to account for the 2% sales tax share dedicated to the L.I.F.E. program, and the County's share of the Blueprint JPA revenue.

For FY 2022, Sales Tax Extension revenue estimates show a rebound from the reduction in FY 2021 in which the County's 2% for L.I.F.E. funding was projected to be approximately $175,000 less due to the Coronavirus pandemic. Sales Tax Extension projects in FY 2022 include the Sidewalk program and L.I.F.E. projects (Rural Road and Safety improvements, Miccosukee Sense of Place, Street Lighting, Boat Landing, and Recreational Amenities). In addition, transfers reflect the final refunding payment of $2.12 million to the Capital Fund for the $6.5 million in advanced payments for water quality sewer projects funded from the Capital Fund. Additionally, the Blueprint JPA revenue is consistent in FY 2022 and the out-years since this is a lump sum payment from Blueprint specified in the interlocal agreement.

Leon County Fiscal Year 2022 Tentative Budget

Solid Waste (401)

Fund Type: Enterprise

The Solid Waste Fund is an enterprise fund established in support of the County's waste management programs. Major revenue sources for the Solid Waste Operations Fund include the Non-Ad Valorem Assessment, and Transfer Station Tipping Fees. The fund is used to account for resources and expenditures related to the operation of the County Solid Waste Management Facility and the provision of the County Waste Management program.

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Solid Waste	313700	316,389	298,135	318,603	302,673	305,700	308,757	311,844	314,963
Waste Disposal Special Assessment	319150	1,523,108	1,506,609	1,617,000	1,536,150	1,551,512	1,567,027	1,598,367	1,630,335
Delinquent Assessments 2013	319213	328	-	-	-	-	-	-	-
Delinquent Assessments-2014	319214	314	-	-	-	-	-	-	-
Delinquent Assessments-2015	319215	224	-	-	-	-	-	-	-
Delinquent Assessments-2016	319216	531	-	-	-	-	-	-	-
Delinquent Assessments-2017	319217	1,081	-	-	-	-	-	-	-
Delinquent Assessments - 2018	319218	3,680	-	-	-	-	-	-	-
Delinquent Assessments	319219	-	-	7,257	7,257	7,257	7,257	7,257	7,257
Operating Income - Class I	343410	3,823	-	-	-	-	-	-	-
Transfer Station Receipts	343411	8,198,215	10,516,841	8,888,906	8,444,461	8,697,795	8,958,729	9,227,491	9,504,315
Marpan Administrative Fee	343412	-	9,503	10,988	10,439	10,543	10,649	10,755	10,862
Marpan Class III Residuals	343413	1,039,689	1,245,092	1,286,399	1,222,079	1,246,521	1,271,452	1,296,880	1,322,818
Operating Income - Tires	343415	71,127	50,858	58,117	55,211	55,763	56,321	56,884	57,453
Operating Income - Electronics	343416	-	3,790	4,211	4,000	4,000	4,000	4,000	4,000
Operating Income - Yard Trash Clean	343417	68,437	149,638	158,617	150,686	152,193	153,715	155,252	156,804
Operating Income - Yard Trash	343418	35,390	35,901	44,199	41,989	42,829	43,686	44,560	45,451
Operating Income - Landfill Yard Trash Bagged	343420	-	225	239	227	229	231	233	235
Resource Recovery (metals, etc)	343451	(299,244)	-	-	-	-	-	-	-
Hazardous Waste	343453	27,938	25,363	52,396	49,776	50,274	50,777	51,284	51,797
Recycling Promotional Services	343461	35,000	33,535	33,535	31,858	31,858	31,858	31,858	31,858
Rural Waste Services Center Permit	343462	(15,338)	-	-	-	-	-	-	-
Interest Income - Investment	361110	112,049	-	-	-	-	-	-	-
Pool Interest Allocation	361111	27,152	165,901	63,940	60,743	61,958	63,507	65,094	66,721
Net Incr(decr) In Fmv Of Investment	361300	(6,198)	-	-	-	-	-	-	-
Rents And Royalties	362000	-	13,033	13,033	12,381	12,505	12,630	12,757	12,884
Equipment Buyback	364100	-	205,200	116,000	110,200	117,500	162,000	11,999	110,200
Other Scrap Or Surplus	365900	-	4,353	22,500	21,375	21,375	21,375	21,375	21,375
Transfer From Fund 001	381001	168,000	-	-	-	-	-	-	-
Transfer From Fund 126	381126	1,017,985	1,436,815	1,652,329	1,652,329	1,685,376	1,719,084	1,753,466	1,788,535
	Total Revenues	12,329,679	15,700,792	14,348,268	13,713,834	14,055,188	14,443,055	14,661,356	15,137,863

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Landfill Improvements	036002-534	62,558	20,000	-	-	-	-	-	-
Solid Waste Facility Heavy Equip. & Vehicle Replacement	036003-534	37,751	388,000	-	-	40,000	20,000	100,000	130,000
Transfer Station Heavy Equip Replacement	036010-534	106,545	436,000	165,000	165,000	470,000	655,000	230,000	400,000
HHW Collection Center	036019-534	-	-	-	-	-	-	-	150,000
Transfer Station Improvements	036023-534	43,064	150,852	427,511	427,511	150,852	150,852	150,852	150,582
Rural/Hazardous Waste Vehicle and Equipment Replacement	036033-534	2,132	-	-	-	-	30,000	15,000	90,000
Hazardous Waste Vehicle and Equipment Replacement	036042-534	-	-	34,500	34,500	-	48,000	-	-
Capital Landfill Closure	036043-534	48,466	-	-	-	-	-	-	-

Leon County Fiscal Year 2022 Tentative Budget

Solid Waste (401)

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
New Solid Waste Vehicles & Equipment	036044-534	-	40,200	-	-	-	-	-	-
Yard Waste	416-534	234,597	403,564	236,150	236,150	239,278	242,471	245,735	249,070
Rural Waste Service Centers	437-534	752,821	742,376	757,217	757,217	772,409	788,198	804,619	821,685
Transfer Station Operations	441-534	9,063,992	11,068,224	9,901,735	9,901,735	10,079,104	10,243,259	10,446,546	10,636,852
Solid Waste Management Facility	442-534	496,142	540,975	573,699	573,699	579,822	586,195	592,820	599,721
Hazardous Waste	443-534	916,254	735,726	823,934	823,934	835,088	846,642	858,615	871,026
MIS Automation - Solid Waste Fund	470-534	-	27,770	28,370	28,370	28,370	28,370	28,370	28,370
Solid Waste - Risk	495-534	20,751	20,057	21,434	21,434	21,574	21,715	21,858	21,858
Indirect Costs - Solid Waste	499-534	600,000	577,000	611,000	611,000	629,000	648,000	668,000	688,000
Tax Collector	513-586	30,569	34,606	35,644	35,644	36,713	36,713	36,713	36,713
Transfers	950-581	85,210	65,670	97,640	97,640	97,640	97,640	97,640	97,640
Budgeted Reserves - Solid Waste Fund	990-599	-	449,772	-	-	75,338	-	364,588	166,346
Total Appropriations		12,500,853	15,700,792	13,713,834	13,713,834	14,055,188	14,443,055	14,661,356	15,137,863
Revenues Less Appropriations		(171,174)	-	634,434	-	-	-	-	-

Notes:

The Solid Waste fund is an enterprise fund and is supported by a non-ad valorem assessment and tipping fees collected at the Transfer Station. During the FY 2020 budget process, the Board adopted a multi-year fiscal plan that reallocates $4.1 million in FY 2021 debt services savings to avoid future tax and fee increases.

The plan allowed for the elimination of the rural waste center collection fees and avoids the need to raise the non-ad valorem assessment. For FY 2021, the plan called for the reallocation of a portion of debt service savings to the solid waste fund to support the Rural Waste Service Centers and the recycling contract. For FY 2022, the general revenue transfer increased by $215,514 to $1.65 million and continues to support recycling, and the rural waste collection centers.

The transfer station tipping fee increases by $1.98 effective October 1, 2021 to cover the required adjustments to the solid waste disposal and hauling contract and the CIP increases related to operating the Transfer Station. Even with this tipping fee increase, the FY 2022 estimated budget reflects reduced transfer station tipping fee revenue. This is due to revised tonnage estimates involving an overestimation of FY 2021 total tonnage that used storm debris collections from previous years.

In addition, a new Hazardous Waste Materials Technician position was approved during the FY 2022 budget process to establish a new drop-off site at the Public Works complex. Funding for this position is offset by a reduction in program overtime no longer necessary to staff monthly hazardous waste collection events.

FY 2022 capital funding is included for Transfer Station Heavy Equipment Replacement and Transfer Station Improvements.

Leon County Fiscal Year 2022 Tentative Budget

Insurance Service (501)

Fund Type: Internal Services

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Pool Interest Allocation	361111	84,603	18,000	18,000	17,100	17,271	17,444	17,619	17,794
Net Incr(decr) In Fmv Of Investment	361300	58,620	-	-	-	-	-	-	-
Refund Of Prior Year Expenses	369300	1,558	-	-	-	-	-	-	-
Transfer From Fund 110	381110	2,000,000	-	-	-	-	-	-	-
Transfer From Fund 145	381145	40,200	46,100	48,900	48,900	49,389	49,883	50,382	50,886
Vehicle Insurance	396100	476,947	364,191	431,092	431,092	435,402	439,757	444,154	448,596
General Liability	396200	332,779	558,014	640,295	640,295	646,697	653,164	659,695	666,292
Aviation Insurance	396300	43,920	40,100	68,100	68,100	68,781	69,469	70,164	70,866
Property Insurance	396400	843,542	776,770	730,203	730,203	737,505	744,880	752,329	759,852
Workers Compensation Insurance	396600	1,826,563	2,289,337	2,920,131	2,920,131	2,949,332	2,978,826	3,008,614	3,038,700
Total Revenues		5,708,732	4,092,512	4,856,721	4,855,821	4,904,377	4,953,423	5,002,957	5,052,986

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Risk Management	132-513	245,194	212,584	200,566	200,566	204,350	208,276	212,355	216,589
MIS Automation-Risk Fund	470-513	257	245	205	205	211	217	224	231
Insurance Service - Risk	495-596	-	461	536	536	542	548	553	559
Indirect Costs - Insurance Service	499-596	40,000	31,000	34,000	34,000	35,000	36,000	37,000	38,000
Workers' Comp Risk Management	821-596	4,070,146	3,842,403	4,617,064	4,617,064	4,653,399	4,697,519	4,740,931	4,784,633
Budgeted Reserves - Insurance Service	990-599	-	5,819	3,450	3,450	10,875	10,863	11,894	12,974
Total Appropriations		4,355,597	4,092,512	4,855,821	4,855,821	4,904,377	4,953,423	5,002,957	5,052,986
Revenues Less Appropriations		1,353,135	-	900	-	-	-	-	-

Notes:

The FY 2022 insurance budget reflects an increase to properly fund the County's liability for self-insurance for workers' compensation claims.

Leon County Fiscal Year 2022 Tentative Budget

Communications Trust (502)

Fund Type: Internal Services

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Pool Interest Allocation	361111	85	-	-	-	-	-	-	-
Departmental Billings	394000	638,222	902,125	920,306	920,306	941,849	963,976	986,705	1,010,054
Departmental Billings - MIS Automation	394200	63,005	466,061	560,835	560,835	577,660	594,990	612,840	631,225
Total Revenues		701,312	1,368,186	1,481,141	1,481,141	1,519,509	1,558,966	1,599,545	1,641,279

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Communications Trust	900-590	840,325	1,368,186	1,481,141	1,481,141	1,519,509	1,558,966	1,599,545	1,641,279
Total Appropriations		840,325	1,368,186	1,481,141	1,481,141	1,519,509	1,558,966	1,599,545	1,641,279
Revenues Less Appropriations		(139,014)	-	-	-	-	-	-	-

Leon County Fiscal Year 2022 Tentative Budget

Motor Pool (505)

Fund Type: Internal Services

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

Revenue Sources	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Departmental Billings - Fleet	394100	1,414,933	1,621,702	1,427,670	1,427,670	1,507,299	1,536,400	1,566,398	1,577,368
Gas And Oil Sales	395100	940,189	1,463,620	1,422,340	1,422,340	1,436,563	1,450,929	1,465,438	1,480,092
	Total Revenues	2,355,122	3,085,322	2,850,010	2,850,010	2,943,862	2,987,329	3,031,836	3,057,460

Appropriations by Department/Division	Acct #	Actual FY 2020	Adopted FY 2021	Requested FY 2022	Budget FY 2022	Planned FY 2023	Planned FY 2024	Planned FY 2025	Planned FY 2026
Fleet Maintenance	425-591	2,522,359	3,073,578	2,838,005	2,838,005	2,931,809	2,975,228	3,019,685	3,045,309
MIS Automation - Motor Pool Fund	470-519	2,198	2,315	2,350	2,350	2,350	2,350	2,350	2,350
Fleet Maintenance - Risk	495-591	9,414	9,429	9,655	9,655	9,703	9,751	9,801	9,801
	Total Appropriations	2,533,971	3,085,322	2,850,010	2,850,010	2,943,862	2,987,329	3,031,836	3,057,460
	Revenues Less Appropriations	(178,850)	-	-	-	-	-	-	-

Notes:

The FY 2022 decrease in this fund reflects fleet fuel savings related to the cost of diesel fuel and a more fuel efficient fleet. In addition an Administrative Associate V position, whose duties were reallocated to other Public Works administrative personnel for organizational efficiency, was eliminated.

Leon County Fiscal Year 2022 Tentative Budget

Board of County Commissioners

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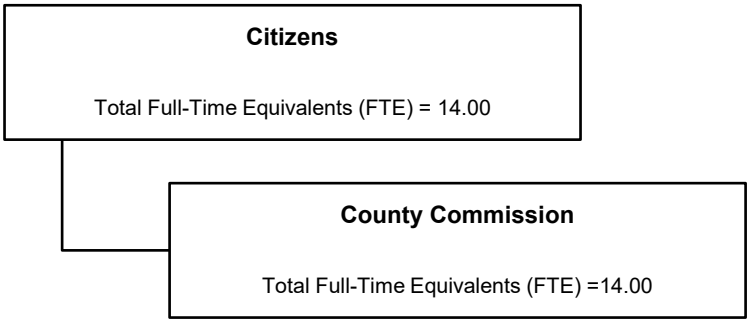
Leon County Fiscal Year 2022 Tentative Budget

Board of County Commissioners



Board of County Commissioners

Executive Summary

This section of the Leon County FY 2022 Annual Budget is comprised of the Leon County Board of County Commissioners. The Board of County Commissioners is the legislative body of Leon County Government. The Board provides policy guidance and establishes the County's vision, mission, strategic priorities, and strategic initiatives that guide the day-to-day efforts of County staff.

The Board addressed and provided focused policy guidance on several key issues in Fiscal Year 2020-21, consistent with the priorities established in the County's five-year Strategic Plan. In January 2021, the Board adopted an implementation plan for the County's Essential Libraries Initiative including new programs and services, capital improvements, and other planned enhancements to better address the changing needs of residents and trends in library use. In June 2021, the County was designated an "Age-Friendly Community" by the American Association for Retired Persons (AARP), reflecting the County's efforts to enhance our community's livability for residents of all ages. Also in FY 2021, the County became a member of the Government Alliance on Race and Equity (GARE) and coordinated with the United Partners for Human Services to incorporate GARE strategies and advance racial equity through the Community and Human Services Partnership Program.

The Leon County Board of County Commissioners also took several actions in Fiscal Year 2020-2021 to further enhance the fiscal and organizational health of the County government while continuing to maintain core services and the community's infrastructure. Throughout FY 2021, Leon County continued to address the challenges of the COVID-19 pandemic, which presented an unprecedented impact on County finances. In FY 2021, the County completed the implementation of the Leon CARES Expenditure Plan, which leveraged $62.2 million in federal funding to address the community's greatest needs resulting from the pandemic. Also, in May 2021, the Board approved an expenditure plan to distribute Leon County's allocation of $57 million in Coronavirus State and Local Fiscal Recovery Funds under the federal American Rescue Plan Act (ARPA). This additional funding supports the County's efforts to mitigate significant revenue impacts incurred as a result of the COVID-19 pandemic, provided one-time funds to support major wastewater infrastructure improvements, and addressed remaining community recovery needs in the areas of public health, human services, and small business support.

At the May 25, 2021 Budget Workshop, the Board preliminarily approved a balanced FY 2022 budget while maintaining the countywide millage rate at 8.3144 for the tenth consecutive year and while providing additional cost avoidances through internal efficiency efforts, continued incremental increase in the recurring transfer to the County's capital program, support for all Constitutional Officer budget requests, no increase in the Countywide or EMS property tax rate, solid waste, stormwater and fire non-ad valorem assessments and increased the living wage from $12/hour to $14/hour for Leon County employees.

Leon County Fiscal Year 2022 Tentative Budget

Board of County Commissioners

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,788,017	1,798,931	1,823,736	-	1,823,736	1,855,960
Operating	48,000	112,345	112,415	-	112,415	112,415
Total Budgetary Costs	1,836,017	1,911,276	1,936,151	-	1,936,151	1,968,375

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
County Commission	1,836,017	1,911,276	1,936,151	-	1,936,151	1,968,375
Total Budget	1,836,017	1,911,276	1,936,151	-	1,936,151	1,968,375

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	1,836,017	1,911,276	1,936,151	-	1,936,151	1,968,375
Total Revenues	1,836,017	1,911,276	1,936,151	-	1,936,151	1,968,375

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
County Commission	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalents (FTE)	14.00	14.00	14.00	-	14.00	14.00

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

County Commission Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,788,017	1,798,931	1,823,736	-	1,823,736	1,855,960
Operating	48,000	112,345	112,415	-	112,415	112,415
Total Budgetary Costs	1,836,017	1,911,276	1,936,151	-	1,936,151	1,968,375

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Commissioner Office Budget (001-101-511)	9,579	12,500	12,500	-	12,500	12,500
Commissioner Office Budget (001-102-511)	534	12,500	12,500	-	12,500	12,500
Commissioner Office Budget (001-103-511)	4,946	12,500	12,500	-	12,500	12,500
Commissioner Office Budget (001-104-511)	2,046	12,500	12,500	-	12,500	12,500
Commissioner Office Budget (001-105-511)	4,410	12,500	12,500	-	12,500	12,500
Commissioner Office Budget (001-106-511)	3,214	12,500	12,500	-	12,500	12,500
Commissioner Office Budget (001-107-511)	5,008	12,500	12,500	-	12,500	12,500
Commissioners' Account (001-108-511)	18,262	24,845	24,915	-	24,915	24,915
County Commission (001-100-511)	1,788,017	1,798,931	1,823,736	-	1,823,736	1,855,960
Total Budget	1,836,017	1,911,276	1,936,151	-	1,936,151	1,968,375

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	1,836,017	1,911,276	1,936,151	-	1,936,151	1,968,375
Total Revenues	1,836,017	1,911,276	1,936,151	-	1,936,151	1,968,375

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
County Commission	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalents (FTE)	14.00	14.00	14.00	-	14.00	14.00

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,788,017	1,798,931	1,823,736	-	1,823,736	1,855,960
Total Budgetary Costs	1,788,017	1,798,931	1,823,736	-	1,823,736	1,855,960

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	1,788,017	1,798,931	1,823,736	-	1,823,736	1,855,960
Total Revenues	1,788,017	1,798,931	1,823,736	-	1,823,736	1,855,960

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
County Commissioner	7.00	7.00	7.00	-	7.00	7.00
Commission Aide	7.00	7.00	7.00	-	7.00	7.00
Total Full-Time Equivalents (FTE)	14.00	14.00	14.00	-	14.00	14.00

The major variances for the FY 2022 budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - % based on a 3% average. Funding for performance raises pertains to Commission staff only. Board of County Commissioner salaries are established pursuant to County ordinance which uses rates set by the State of Florida.

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	9,579	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	9,579	12,500	12,500	-	12,500	12,500

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	9,579	12,500	12,500	-	12,500	12,500
Total Revenues	9,579	12,500	12,500	-	12,500	12,500

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

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	534	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	534	12,500	12,500	-	12,500	12,500

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	534	12,500	12,500	-	12,500	12,500
Total Revenues	534	12,500	12,500	-	12,500	12,500

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

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	4,946	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	4,946	12,500	12,500	-	12,500	12,500

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	4,946	12,500	12,500	-	12,500	12,500
Total Revenues	4,946	12,500	12,500	-	12,500	12,500

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

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	2,046	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	2,046	12,500	12,500	-	12,500	12,500

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	2,046	12,500	12,500	-	12,500	12,500
Total Revenues	2,046	12,500	12,500	-	12,500	12,500

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

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	4,410	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	4,410	12,500	12,500	-	12,500	12,500

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	4,410	12,500	12,500	-	12,500	12,500
Total Revenues	4,410	12,500	12,500	-	12,500	12,500

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

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	3,214	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	3,214	12,500	12,500	-	12,500	12,500

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	3,214	12,500	12,500	-	12,500	12,500
Total Revenues	3,214	12,500	12,500	-	12,500	12,500

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

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	5,008	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	5,008	12,500	12,500	-	12,500	12,500

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	5,008	12,500	12,500	-	12,500	12,500
Total Revenues	5,008	12,500	12,500	-	12,500	12,500

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

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	18,262	24,845	24,915	-	24,915	24,915
Total Budgetary Costs	18,262	24,845	24,915	-	24,915	24,915

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	18,262	24,845	24,915	-	24,915	24,915
Total Revenues	18,262	24,845	24,915	-	24,915	24,915

The major variances for the FY 2022 budget are as follows:

Decrease to program funding:

1. Slight increase in FY 2022 budget is related to phone and internet communication cost.

Leon County Fiscal Year 2022 Tentative Budget

Administration

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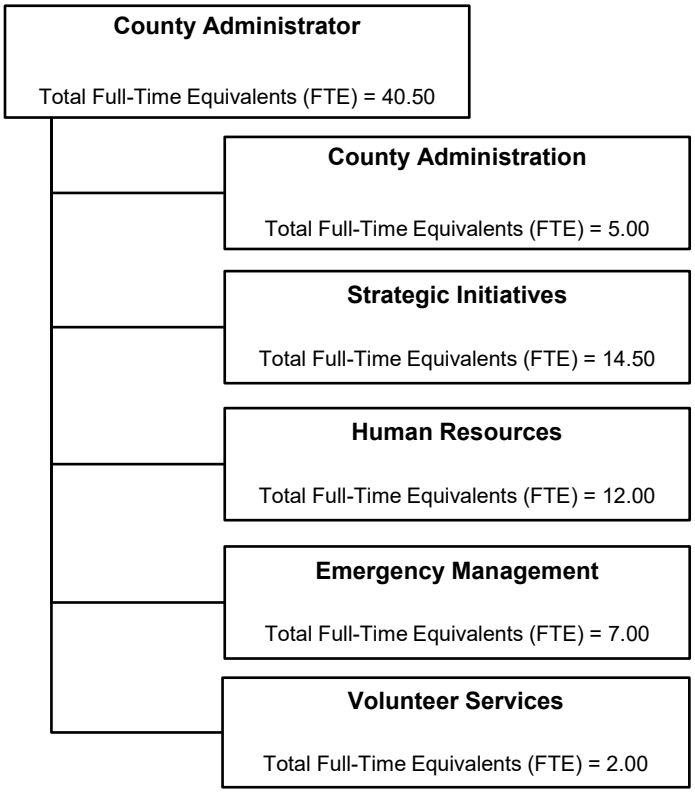
Leon County Fiscal Year 2022 Tentative Budget

Administration



Executive Summary

The Administration section of the Leon County FY 2022 Annual Budget is comprised of County Administration, Strategic Initiatives, Community & Media Relations, Human Resources, Emergency Management and VolunteerLEON.

County Administration provides leadership and direction to County staff, facilitates the delivery of services consistent with the priorities and policies established by the Board, and manages the operation of County functions to ensure the delivery of cost effective, customer responsive public services within the bounds of available resources. Strategic Initiatives coordinates Strategic Planning and Leon LEADS activities throughout Leon County departments and divisions, while also working to proactively facilitate the accurate, effective, timely and consistent flow of public information to internal and external parties of interest, providing community outreach, and serving as the County's liaison with media partners. Human Resources provides employee services in the areas of policy development, employee engagement, compensation and benefits, awards and recognition, and regulatory compliance. The Emergency Management division continuously trains staff and prepares for the next emergency that could possibly affect the County.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the County Administration Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

Throughout FY 2021, Leon County continued to address the challenges of the COVID-19 pandemic, which presented an unprecedented impact on County finances. Last year, Administration initiated budget balancing strategies necessary to reduce the impact of the pandemic including initiating a hiring freeze, stopping non-essential travel and training, and implementing capital project deferrals and operating expenditure reductions. Leon County Administration led the County's efforts to finalize the Leon CARES Expenditure Plan in FY 2021, which leveraged $62.2 million in federal funding to address the community's greatest needs resulting from the pandemic. Through the Leon CARES Expenditure Plan, the County:

- Assisted more than 4,900 households with past due rent, mortgage, and utility assistance;
- Assisted more than 930 local business with unanticipated expenses or losses due to COVID-19, supporting the creation and/or retention of over 6,600 jobs;
- Supported 120 local human services agencies which provided vital services to citizens affected by the COVID-19 pandemic;
- Provided grants to more than 180 local nonprofit organizations to offset increased expenses or funding losses due to COVID-19;
- Increased community-wide COVID-19 testing and contact tracing by supporting more than 50 mobile testing events serving 3,400 citizens and the hiring of 38 additional contact tracers, 43 school health monitors, and 4 epidemiologists;
- Distributed 3.4 million meals to address food insecurity throughout the community;
- Provided $2.7 million to support improvements at four local homeless shelters;
- Provided no-cost childcare for approximately 400 low-income essential worker households; and more.

Building on these efforts, in FY 2021 County Administration also developed and implemented an expenditure plan to distribute Leon County's allocation of $57 million in Coronavirus State and Local Fiscal Recovery Funds under the federal American Rescue Plan Act (ARPA). The ARPA expenditure plan enables the County to mitigate significant revenue impacts incurred as a result of the COVID-19 pandemic, provide one-time funds to support major wastewater infrastructure improvements, and address remaining community recovery needs in the areas of public health, human services, and small business support.

During FY 2021, the County was recognized for its leadership and innovation by the National Association of Counties (NACo), earning 7 more Achievement Awards for Leon County programs and initiatives. Some of the initiatives awarded include the County's Short-Term Vacation Rental Safety Plan, the "Make it Count" Census Education and Awareness Campaign, and the Created Equal Program, which NACo also designated as the most distinguished program in its award category nationwide.

Administration and Community and Media Relations (CMR) once again guided the County through: the successful execution of the sixth annual Created Equal event which was held vitually and brought over 250 community members to discuss race relations and to encourage communication among all members of the community; continuing to engage citizens with the Citizen Engagement Series events; supporting local veterans via the Operation Thank You Initiative; promoting disaster preparedness

through a virtual Build Your Bucket experience and distribution of 200 disaster buckets to vulnerable populations in collaboration with Elder Care Services and Ability 1st; providing the public with accurate, timely and relevant information throughout the COVID-19 pandemic and launching a multimodal campaign using all available public information methods to educate and inform the public about local financial assistance available through the Leon CARES program.

Human Resources instilled the core values and core practices of Leon LEADs throughout the organization by continuing custom developed Customer Experience, Diversity, and Domestic Violence, Sexual Violence, and Stalking in the Workplace training programs throughout the organization. The department has further elevated the importance and visibility of the County's Ethics Policy through incorporation in recruitment materials and new employee orientation. Additionally, the department has continued the successful implementation of the "Live Well Leon" employee wellness program and annual employee performance evaluations in order to attract and retain a highly talented, diverse and innovative County workforce.

In recent years Leon County has been hit by a number of hurricnaes, including Hurricane Michael, the third most powerful storm to make landfall in the continental U.S. and the strongest storm to ever impact the Big Bend Region. Leon County has implemented over 200 improvements following these hurricanes, making the Emergency Management program even stronger than before. Leon County applied the lessons learned from previous hurricanes to coordinate the County's response to COVID-19. Beginning on January 21, 2020 Administration began close coordination with the Florida Department of Health and other healthcare experts to plan for and respond to COVID-19. On Tuesday, March 10, 2020 Leon County activated the Emergency Operations Center to assist the Florida Department of Health in convening agendas, providing coordination, and aligning public information efforts. In the longest emergency activation in the County's history, Emergency Management operated for over 500 days in the Emergency Operations Center, distributed over 1.7 million pieces of personal protective equipment, and convened over 1,400 conference calls with over 19,000 participants.

Volunteer Services through the Volunteer LEON brand continues to be the leader in promoting volunteerism and community engagement in Leon County. Annually, Volunteer Services provides local organizations and agencies training on volunteer management. Volunteer Services also coordinates the Big Bend Community Organization Active Disaster (COAD) which is an organization composed of community and faith-based groups that collaborate in the planning and coordination of volunteers and resources during emergency events. Furthering on the need for skilled volunteers in an emergency. Volunteer Services also operates the Leon County Disaster Volunteer & Donation database to support additional community needs during a disaster. Additionally, Volunteer Services manages Get Connected, a volunteer engagement and management platform that helps nonprofits find and pair volunteers with opportunities that align with their goals.

Leon County Fiscal Year 2022 Tentative Budget

County Administration Business Plan

Mission Statement

The mission of Leon County Administration is to provide leadership and direction to County staff, to facilitate the implementation of Board priorities and policies, and to manage the operation of County functions to ensure the delivery of cost effective, and customer responsive public services.

Strategic Priorities

Economy

- EC1 – Do well-designed public infrastructure which supports business, attracts private investment and has long-term economic benefits.
- EC2 – Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, and job creation.
- EC3 – Leverage university and community partnerships to increase entrepreneurial, technology transfer and commercialization opportunities.
- EC4 – Grow our tourism economy, its diversity, competitiveness and economic impact.

Quality of Life

- Q3 – Provide essential public safety infrastructure and services.
- Q4 – Support and promote access to basic health and welfare services to our community members most in need.

Governance

- G1 – Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service.
- G2 – Sustain a culture of performance and deliver effective efficient services that exceed expectations and demonstrate value.
- G3 – Sustain a culture that respects, engages, and empowers citizens in important decisions facing the community.
- G4 – Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices.
- G5 – Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner.

Strategic Initiatives

1.	Continue to work with FSU on the Civic Center District Master Plan to include the potential partnership to realize the convention center space desired by the County and to bring back issues related to the County's financial and programming roles and participation for future Board consideration. (EC1, EC4)	In Progress
2.	Support the revision of Sec. 125.0104, F.S. to modify the eligibility for levying the local option High Tourism Impact Tax to include counties that are home to Preeminent State Research Universities in order to levy a sixth cent to support the convention center and arena district. (EC4)	Complete/Ongoing
3.	Continue to pursue opportunities for workforce development, including: A.) Based upon the projected unmet local market for middle skill jobs, continue to host Leon Works Exposition in collaboration with community and regional partners and launch Leon County's Jr. Apprenticeship program. (EC2) B.) Work with partners, such as The Kearney Center and Leon County Schools, to increase access to training programs, apprenticeships, and other programs promoting middle-skilled jobs. (EC2)	Complete/Ongoing Complete
4.	Evaluate sun setting the Downtown CRA and correspondingly evaluate the effectiveness of the Frenchtown/Southside CRA including the County's partnership with the City. (EC1, EC2)	Complete
5.	Continue to serve our seniors through programs and partnerships, including: A.) As Florida's first Dementia Caring Community, support the Florida Department of Elder Affairs in the further development of the pilot program, provide enhanced paramedic training and engage local partners in making the County a more dementia-friendly community. (Q4)	Complete/Ongoing

Leon County Fiscal Year 2022 Tentative Budget

County Administration

Strategic Initiatives

6.	Alongside community partners, engage citizens of diverse backgrounds, education, and age on issues that matter most to them through the Citizen Engagement Series and Club of Honest Citizens. (G1, G3)	Complete/Ongoing
7.	Continue to Support Commissioner Desloge during his term as NACo President. (G1)	Complete
8.	In accordance with the Leon County Charter, convene a Charter Review Committee to review the Leon County Home Rule Charter and propose any amendments or revisions which may be advisable for placement on the general election ballot. (G5)	Complete
9.	Continue County sponsorship of employee's participation in the Certified Public Manager training. (G4)	Complete/Ongoing
10.	Seek opportunities for partnerships through NACo and FAC's enterprise programs. (G1)	Complete/Ongoing
11.	Continue to explore opportunities for efficiency and cost savings through intergovernmental functional consolidation where appropriate. (G5)	Complete/Ongoing
12.	Partner with Federal Alliance for Safe Housing (FLASH) to become the nation's first #HurricaneStrong county. (G1, G2)	Complete
13.	As part of Leon County's Citizen Engagement Series, conduct an annual "Created Equal" event to strengthen the County's commitment in tackling difficult subjects. (G1, G3)	Ongoing
14.	Continue to support Commissioner Maddox in his efforts to become Florida Association of Counties President. (G1)	Complete
15.	Implement the recommendations of the Hurricane Irma After Action Report. (G2, G5)	Complete
16.	Develop and enhance communications strategies to inform citizens of the County's overall water quality and stormwater policies, as well as emergent issues impacting individual water bodies or ground water. (EN1)	Complete/Ongoing
17.	Explore ways to promote and build upon Leon County's success in citizen engagement by identifying additional ways to increase the quantity and quality of citizen input opportunities. (G3, G1)	Complete
18.	Develop an emergency management plan for controlled release of water at the C. H. Corn hydroelectric dam. (G2, G5)	Complete
19.	Implement the recommendations of the Hurricane Michael After Action Report. (G2, G5)	Complete
20.	Pursuant to the approved ballot initiative amending the County Charter, adopt an Ethics Ordinance by December 2019.	Complete
21.	Implement text-to-911 in coordination with the Consolidated Dispatch Agency so that individuals in emergency situations may text 911 call takers. (Q3)	In Progress
22.	Coordinate with community partners to implement training for parents and students on the safe use of online applications. (Q3, Q5)	Complete/Ongoing
23.	In coordination with community partners, celebrate the centennial of women's right to vote by conducting a multimodal public information/education campaign culminating with a special community event. (G3)	Complete/Ongoing
24.	Continue to pursue and position the County to accept and further advance local priorities to distribute additional CARES funding in support of individual assistance, small business assistance and vaccinations. (EC2)	Complete/Ongoing
25.	Relocate the proposed Northeast Park to the Welaunee area and support Blueprint accelerating the funding of the project in coordination with the Northeast Gateway project. (Q1)	Complete/Ongoing
26.	Implement targeted outreach and education to minority communities to encourage vaccinations. (Q4)	Complete/Ongoing
27.	Conduct the redistricting process as mandated by the Florida Constitution to ensure Leon County's Commission districts reflect the results of the 2020 Census. (G1)	In Progress
28.	In working with community partners, bring greater community awareness of Florida Emancipation Day (May 20th). (G3)	Complete/Ongoing
29.	Provide the Children Services Council a loan to support its initial operations. (G2)	Complete/Ongoing

Leon County Fiscal Year 2022 Tentative Budget

County Administration

Actions

1.	County staff served on FSU's selection committee for a master plan consultant and the University has selected their consultant.	Strategic Initiatives
2.	Adopted the Tourism Impact Tax issue as part of the 2021 State and Federal Legislative Priorities Program.	Strategic Initiatives
3.	A.) Hosted the 2020 Leon Works Expo. B.) Monthly participation in Career Luncheons at Leon County School's Success Academy at Ghazvini Learning Center. C.) Partnership with CareerSource to the Junior Apprenticeship and Summer Youth programs.	Strategic Initiatives/ PLACE (OEV)/CMR/ HR
4.	Presented the amended CRA Interlocal Agreement.	Strategic Initiatives
5.	Continue to conduct a public education campaign to increase awareness of dementia and the available dementia services throughout the community.	CMR, EMS
6.	Continue to conduct a public education campaign to increase awareness of dementia and the available dementia services throughout the community.	Community & Media Relations
7.	Assisted Commissioner Desloge during the NACo 2017 Annual Conference.	Strategic Initiatives
8.	A.) Workshop on Establishment of a Citizen Charter Review Committee (CCRC) B.) Presentation of the CCRC's Final Report and Board consideration of any proposed amendments. C.) Public hearings for proposed charter amendments.	Strategic Initiatives/ County Attorney
9.	Continue to identify new employees biannually to participate in the Certified Public Manager Program.	Human Resources
10.	Leon County participates in the NACo's Live Healthy Program and U.S. Communities Government Purchasing Alliance, as well as utilizing NACo and FAC vendors for employee benefits. County Administration continues to regularly discuss and evaluate new opportunities for partnership through their respective enterprise programs.	Strategic Initiatives/ HR
11.	A.) American Rescue Plan Act (ARPA) Expenditure Plan. B.) Identify opportunities to partner with higher learning educational schools who offer skilled craft, paraprofessional and technical training. C.) Established a minimum living wage of $14/hour effective October 1, 2021 for all Leon County employees.	Strategic Initiatives/ HR/OFS/CMR
12.	Continue to partner with FLASH on the County's annual hurricane preparedness activities.	EM/CMR
13.	Hosted 2020 "Created Equal" Event Created Equal: 60th Anniversary of TLH Lunch Counter Sit-ins.	CMR
14.	FAC Presidential Scholarship Award.	Strategic Initiatives/ CMR
15.	Presented report on the implementation of the Hurricane Irma After-Action Report and Preparation for the 2018 Hurricane Season.	Emergency Management
16.	Launched a multi-modal public information campaign to educate the public about LeonCountyWater.org and its features.	CMR
17.	Engaged a consulting firm to develop a community-wide survey that would be conducted during the planning year of every five-year Strategic Plan cycle.	CMR
18.	Brought an agenda item updating the Board on the emergency management procedure documented as an annex in the Comprehensive Emergency Management Plan.	Emergency Management
19.	Present a status update agenda item to the Board on the implementation of the Michael after-action report.	Emergency Management
20.	Update the Leon County Ethics Guide	CMR/Admin.
21.	Technical infrastructure installation completed December 2020; training of CDA call takers happening in parallel, completed in early 2021.	Emergency Management
22.	Scheduled posts on social media platforms encouraging residents to stay safe while using digital services at home.	CMR/Library
23.	Coordinated with league of women voters and supervisor of elections to engage in ongoing awareness campaign.	CMR
24.	Developed an expenditure plan for Leon County's direct allocation of approximately $57 million in Coronavirus State and Local Fiscal Recovery Funds authorized by Congress in the American Rescue Plan Act.	Strategic Initiatives/ HSCP/PLACE (OEV)

Leon County Fiscal Year 2022 Tentative Budget

County Administration

25. Presented agenda item regarding the sale and purchase of land to relocate the proposed Northeast Park.	Admin./ORS/ OFS
26. Coordinate with the City of Tallahassee, Florida Department of Health in Leon County, Leon County Schools, and other community partners to disseminate the campaign message and define targeted messaging/outreach methods. In addition, this coordinated effort will leverage all in-kind and available outlets in each organization to reach a broad audience.	CMR
27. Public Hearing to Adopt Redistricting Map	Administration
28. Hosted a virtual Created Equal event in coordination The Village Square and the Florida Humanities Council highlighting Florida's Emancipation Day, involving various locations across the state of Florida.	CMR
29. Approval of interlocal agreement with the Children's Services Council of Leon County.	Administration

Bold Goals and Five-Year Targets

Bold Goal: *Implement 500 citizen ideas, improvements, solutions and opportunities for co-creation. (BG4)*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Citizen Ideas Implemented[1]	107	100	90	144	100	541

Target: *Connect 5,000 students and citizens to middle-skilled job career opportunities. (T3)*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Students/Citizens Connected[2]	886	869	643	124	1,000	3,522

Strategic Target: *Achieve 90% employee participation in the County's "My Rewards" Well Being Program. (T14)*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
"My Rewards" Participation[3]	88%	90%	90%	91%	92%	92%

Target: *100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace. (T16)*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Employees Trained[4]	10%	45%	100%	100%	100%	100%

Notes:

1. Staff anticipates implementing 100 citizen ideas, improvements, solutions and opportunities for co-creation each year. However, this is subject to citizen feedback.
2. To reach this Target, staff has identified new opportunities to interact with the community beyond the Leon Works Expo, an annual event with attendance of approximately 500-600 people. This includes the Leon Works Junior Apprenticeship program as well as the EMS internship program. However, due to the COVID-19 pandemic, both the Leon Works Expo and Junior Apprenticeship Program were cancelled during FY 2020. County staff are currently coordinating with Leon County Schools, CareerSource, and the Tallahassee Chamber to host a virtual Leon Works Expo in fall 2021. The Junior Apprenticeship Program is also scheduled to resume at the start of the fall semester.
3. The "My Rewards" Program is an incentive-based wellness program designed to help employees participate in healthy lifestyle behaviors. Employees who successfully complete the My Rewards Program each calendar year will receive a 2.5% discount off their annual health insurance premium contribution for the following year. Those who are not eligible include Opt Out and Spousal employees, since they do not pay for their health insurance, and part time employees, who don't receive health insurance as a benefit.
4. In FY 2020, Human Resources completed trainings for all existing Leon County Government employees. Human Resources will continue to provide these training to new employees.

The Board is anticipated to develop a new set of Targets and Goals at its January 2022 Retreat as part of the next strategic planning cycle.

Leon County Fiscal Year 2022 Tentative Budget

Administration

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	4,129,669	4,217,964	4,387,423	90,603	4,478,026	4,616,913
Operating	1,769,402	1,886,421	1,834,940	17,500	1,852,440	1,869,027
Capital Outlay	220,946	-	-	-	-	-
Constitutional Payments	(3,750)	-	-	-	-	-
Total Budgetary Costs	6,116,268	6,104,385	6,222,363	108,103	6,330,466	6,485,940

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
County Administration	1,252,586	1,238,043	1,279,626	-	1,279,626	1,321,512
Strategic Initiatives	1,449,409	1,561,805	1,626,712	108,103	1,734,815	1,773,681
Human Resources	1,391,198	1,526,508	1,576,424	-	1,576,424	1,622,636
Emergency Management	1,839,941	1,589,804	1,536,520	-	1,536,520	1,558,655
Volunteer Services	183,134	188,225	203,081	-	203,081	209,456
Total Budget	6,116,268	6,104,385	6,222,363	108,103	6,330,466	6,485,940

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	4,276,326	4,514,581	4,685,843	108,103	4,793,946	4,927,285
125 Grants	333,085	355,104	363,373	-	363,373	371,636
130 9-1-1 Emergency Communications	1,506,856	1,234,700	1,173,147	-	1,173,147	1,187,019
Total Revenues	6,116,268	6,104,385	6,222,363	108,103	6,330,466	6,485,940

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
County Administration	5.00	5.00	5.00	-	5.00	5.00
Emergency Management	7.00	7.00	7.00	-	7.00	7.00
Human Resources	12.00	12.00	12.00	-	12.00	12.00
Strategic Initiatives	13.50	13.50	13.50	1.00	14.50	14.50
Volunteer Services	-	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	37.50	39.50	39.50	1.00	40.50	40.50

County Administration Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,235,526	1,214,475	1,248,749	-	1,248,749	1,285,385
Operating	17,060	23,568	30,877	-	30,877	36,127
Total Budgetary Costs	1,252,586	1,238,043	1,279,626	-	1,279,626	1,321,512

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
County Administration (001-110-512)	1,252,586	1,238,043	1,279,626	-	1,279,626	1,321,512
Total Budget	1,252,586	1,238,043	1,279,626	-	1,279,626	1,321,512

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	1,252,586	1,238,043	1,279,626	-	1,279,626	1,321,512
Total Revenues	1,252,586	1,238,043	1,279,626	-	1,279,626	1,321,512

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
County Administration	5.00	5.00	5.00	-	5.00	5.00
Total Full-Time Equivalents (FTE)	5.00	5.00	5.00	-	5.00	5.00

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,235,526	1,214,475	1,248,749	-	1,248,749	1,285,385
Operating	17,060	23,568	30,877	-	30,877	36,127
Total Budgetary Costs	1,252,586	1,238,043	1,279,626	-	1,279,626	1,321,512

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	1,252,586	1,238,043	1,279,626	-	1,279,626	1,321,512
Total Revenues	1,252,586	1,238,043	1,279,626	-	1,279,626	1,321,512

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
County Administrator	1.00	1.00	1.00	-	1.00	1.00
Deputy County Administrator	1.00	1.00	1.00	-	1.00	1.00
Assistant County Administrator	2.00	2.00	2.00	-	2.00	2.00
Senior Executive Assistant	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	5.00	5.00	5.00	-	5.00	5.00

The major variances for the FY 2022 County Administration budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increases in operating costs associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of Covid-19.

Strategic Initiatives Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	962,080	1,030,301	1,086,532	90,603	1,177,135	1,210,017
Operating	487,329	531,504	540,180	17,500	557,680	563,664
Total Budgetary Costs	1,449,409	1,561,805	1,626,712	108,103	1,734,815	1,773,681

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Community and Media Relations (001-116-513)	651,483	753,526	752,054	84,856	836,910	851,422
Strategic Initiatives (001-115-513)	797,926	808,279	874,658	23,247	897,905	922,259
Total Budget	1,449,409	1,561,805	1,626,712	108,103	1,734,815	1,773,681

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	1,449,409	1,561,805	1,626,712	108,103	1,734,815	1,773,681
Total Revenues	1,449,409	1,561,805	1,626,712	108,103	1,734,815	1,773,681

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Strategic Initiatives	7.50	7.50	7.50	-	7.50	7.50
Community and Media Relations	6.00	6.00	6.00	1.00	7.00	7.00
Total Full-Time Equivalents (FTE)	13.50	13.50	13.50	1.00	14.50	14.50

Strategic Initiatives (001-115-513)

Goal	The goal of the Strategic Initiatives Division is to serve as a bridge from strategic planning to action implementation by ensuring alignment of organizational activities, initiatives, and culture with the overarching strategic vision and plan set forth by the Board of County Commissioners.
Core Objectives	1. Provide for continuous growth of Leon County's leadership team to ensure the organizational culture is instilled throughout all work areas and services. 2. Serve as ombudsman to citizens in need of specialized information and services to ensure interactions remain people focused, performance driven. 3. Coordinate special projects, intergovernmental, and interdepartmental activities on behalf of County Administration. 4. Develop and track annual Federal and State legislative priorities and coordinate related lobbying services. 5. Coordinate and assemble the Commission meeting agenda.
Statutory Responsibilities	N/A
Advisory Board	Tallahassee/Leon County Commission on the Status of Women & Girls

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate
BG4	**Bold Goal: Implement 500 citizen ideas, improvements, solutions and opportunities for co-creation[1].**	107	100	90	144	100
T3	**Target: Connect 5,000 students and citizens to middle skilled job career opportunities[2].**	886	869	643	124	1,000

The Board is anticipated to develop a new set of Targets and Goals at its January 2022 Retreat as part of the next strategic planning cycle.

Note:

1. Staff anticipates implementing 100 citizen ideas, improvements, solutions and opportunities for co-creation each year. However, this is subject to citizen feedback.
2. To reach this Target, staff has identified new opportunities to interact with the community beyond the Leon Works Expo, an annual event with attendance of approximately 500-600 people. This includes the Leon Works Junior Apprenticeship program as well as the EMS internship program. However, due to the COVID-19 pandemic, both the Leon Works Expo and Junior Apprenticeship Program were cancelled during FY 2020. County staff are currently coordinating with Leon County Schools, CareerSource, and the Tallahassee Chamber to host a virtual Leon Works Expo in fall 2021. The Junior Apprenticeship Program is also scheduled to resume at the start of the fall semester.

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
G1	Percent of Commission Agenda packets and follow-ups disseminated within scheduled timeframe[1].	97%	95%	95%	95%
G2	Percent of Citizens Connect comments and concerns successfully resolved[2].	89%	87%	95%	95%
G2	Number of LEADS Listening Sessions conducted[3].	N/A	26	N/A	33
G3	Number of Capital Update newsletters distributed during the annual Florida Legislative Session[4].	9	9	9	9

Notes:

1. The Commission Agenda packet and follow-up dissemination rates have remained consistent with a slight increase for FY 2019.
2. For FY 2020, 87% of Citizens Connect comments and concerns were successfully resolved and closed out. The remaining comments/concerns are in the process of being resolved and/or closed and will be included in the next fiscal year's analysis.
3. LEADS Listening Sessions were held in 2016, 2018 and 2020 and will continue to be held on a two-year cycle.
4. The Capitol Update newsletter is prepared and distributed each week during the annual Florida Legislative Session to provide the Board and Senior staff with a concise overview of the key issues affecting Leon County before the Legislature.

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	574,917	592,320	653,455	5,747	659,202	679,967
Operating	223,009	215,959	221,203	17,500	238,703	242,292
Total Budgetary Costs	797,926	808,279	874,658	23,247	897,905	922,259

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	797,926	808,279	874,658	23,247	897,905	922,259
Total Revenues	797,926	808,279	874,658	23,247	897,905	922,259

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Special Projects Coordinator	1.00	1.00	-	-	-	-
Senior Policy Analyst	-	-	1.00	-	1.00	1.00
Assistant to the County Admin	1.50	1.50	1.50	-	1.50	1.50
Management Intern	1.00	1.00	1.00	-	1.00	1.00
Agenda Coordinator	1.00	1.00	1.00	-	1.00	1.00
Management Analyst	1.00	1.00	1.00	-	1.00	1.00
Citizen Services Liaison	1.00	1.00	1.00	-	1.00	1.00
Executive Assistant	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	7.50	7.50	7.50	-	7.50	7.50

The major variances for the FY 2022 Strategic Initiatives budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Special Projects Coordinator reclassed to a Senior Policy Analyst to reflect the duties and responsibilities the position has assumed over the past year.
3. Increases in operating costs associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of Covid-19.
4. An additional increase to operating cost in the amount of $2,500 is related to postage for mailings for the Commission redistricting process which will mostly occur in FY 2022.

Community & Media Relations (001-116-513)

Goal	The goal of Community and Media Relations is to proactively facilitate the accurate, effective, timely, and consistent flow of public information to internal and external parties of interest, provide community outreach, and serve as the County's liaison with its media partners.
Core Objectives	1. Coordinate special projects, intergovernmental, and interdepartmental activities on behalf of County Administration. 2. Manage Leon County Government's collective information and messaging; foster proactive and responsive communication with the public; and maintain consistency in messaging, visual presentation and positive representation for the County. 3. Maintain routine contact with local news media outlets and manage shifting relationships with their personnel. 4. Prepare and distribute Leon County news and information via news releases, notices and other publications and oversees the content of Leon County's websites and government broadcast channel. 5. Organize and manage news conferences, community meetings and special events. 6. Communicate key issues and information to the public and Leon County employees through the County newsletter, electronic publications, advertisements and mass notification alerts via email and texting. 7. Coordinate and executes the annual Neighborhood Recognition Program, and maintain partnerships with local, regional, and national associations. 8. Train, prepare, and respond for Emergency Communication/Information within the Incident Command System (ICS) and train/prepare County staff for interaction with media partners.
Statutory Responsibilities	In accordance to Florida Statute 125.001, the Public Information Officer posts public meetings to the County's general calendar and sends public notices to local media in order to appropriately notice all regular and special public meetings.
Advisory Board	N/A

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
G1, G3	Number of news advisories, releases, and notices detailing County activity[1].	473	450	400	425
G1, G3	Number of press conferences, community meetings and events[2].	88	50	47	50
G3	Number of participants in Citizen Engagement Series and Club of Honest Citizens[3].	3,000	1,300	1,000	1,000
G5	Annual Report distribution[4].	1,650	1,650	1,650	1,650

Notes:
1. The FY 2021 estimate is associated with the average number of advisories and releases detailing County activity. The increased actuals compared to the 2021 estimate is related to COVID-19 public notices.
2. The FY 2021-22 estimate is the average number of conferences and meetings held over the past four years, including years with hurricane activity. The FY 2020 actual reflects a decrease in events due to the COVID-19 social distancing requirements. Estimates are anticipated to remain level.
3. Actuals reflect participation related to the added events such as more Club of Honest Citizens events each year. A decrease in FY 2021 is due to the cancellation of events related to COVID-19 and social distancing. All activities are held virtually.
4. Annual Report video and hard copy distribution remained constant.

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	387,163	437,981	433,077	84,856	517,933	530,050
Operating	264,320	315,545	318,977	-	318,977	321,372
Total Budgetary Costs	651,483	753,526	752,054	84,856	836,910	851,422

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	651,483	753,526	752,054	84,856	836,910	851,422
Total Revenues	651,483	753,526	752,054	84,856	836,910	851,422

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Assistant to the County Admin	0.50	0.50	0.50	-	0.50	0.50
Public Information Specialist	2.00	1.50	2.50	-	2.50	2.50
Public Information Specialist Citizen Engagement Liaison	1.00	1.00	-	-	-	-
Website Design Coordinator	1.00		-	-	-	-
Public Information and Communications Manager	-	-	-	1.00	1.00	1.00
Senior Public Information Specialist	1.00	1.00	1.00	-	1.00	1.00
Graphics and Web Design Lead	-	1.00	1.00	-	1.00	1.00
Graphic Design Specialist	-	1.00	1.00	-	1.00	1.00
Digital Communication Engagement Specialist	0.50		-	-	-	-
Total Full-Time Equivalents (FTE)	6.00	6.00	6.00	1.00	7.00	7.00

The major variances for the FY 2022 Community and Media Relations budget are as follows:

Increase to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.
2. In addition, a vacant Library Services position was transferred from the Library to Community Media Relations and reclassed to a Public Information and Communications Manager.
3. Increase in operating costs associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of Covid-19.

Human Resources (001-160-513)

Goal	The goal of the Office of Human Resources is to provide program leadership, personnel policy administration and strategic support in the implementation of Leon LEADS by demonstrating the relevance of the County's Core Values and Core Practices in the delivery of Human Resources programs and services to managers, employees, community partners and the public.
Core Objectives	The core objectives of the Office of Human Resources are to provide technical and consultation services in the areas of: Recruitment, Selection, Employment, Orientation, Retention, Separation, Employee Relations, Performance Management, Job Classification, Compensation & Benefits Design/Administration, Legal/Regulatory Compliance, Policy Development, Employee Communications, Professional Development, Attendance/Leave Management, Human Resources Information Systems/Record Management and Employee Well-Being.
Statutory Responsibilities	Title VII of the Civil Rights Act of 1964; Title I of the Americans with Disabilities Act; Veterans Reemployment Rights, Veterans Preference, Uniformed Services Employment and Reemployment Rights Act of 1994; Age Discrimination in Employment Act of 1967; Consumer Credit Protection Act of 1968; Fair Credit Reporting Act of 1969; Family and Medical Leave Act of 1993; Fair Labor Standards Act; Drug Free Workplace Act of 1988; Equal Pay Act of 1963; Immigration and Nationality Act; Internal Revenue Code and Regulations; Health Insurance Portability and Accountability Act of 1996; Consolidated Omnibus Budget Reconciliation Act of 1986; Lily Ledbetter Fair Pay Act of 2009; Florida Statute, Chapter 110.227 "Suspensions, Dismissals, Reductions in Pay, Demotions, Transfers, and Layoffs"; Florida Statute, Chapter 112.313; Code of Ethics; Florida Statute, Florida Retirement System; Leon County Personnel Policies and Procedures, and the Affordable Care Act of 2010 (National Health Care Reform).
Advisory Board	Wellness Works! Team, HR Policy Review and Development Team, Board/Constitutional Office Employee Health Insurance Committee, Award of Excellence Committee, Employee Grievance Review Committee and Sick Leave Pool Committee.

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark*
G1	HR Operating Costs Per Capita	$3.88	$9.67

*Florida Benchmarking Consortium

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate
T14	**Target: Achieve 90% employee participation in the County's "My Rewards" Well Being Program[1]**	**88%**	**90%**	**90%**	**91%**	**92%**
T16	**Target: 100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace [2]**	**10%**	**45%**	**100%**	**100%**	**100%**

The Board is anticipated to develop a new set of Targets and Goals at its January 2022 Retreat as part of the next strategic planning cycle.

Notes:

1. The "My Rewards" Program is an incentive-based wellness program designed to help employees participate in healthy lifestyle behaviors. Employees who successfully complete the My Rewards Program each calendar year will receive a 2.5% discount off their annual health insurance premium contribution for the following year. Those who are not eligible include Opt-Out and Spousal employees, since they do not pay for their health insurance, and part time employees, who do not receive health insurance as a benefit. Staff anticipates an annual increase between FY 2017 through FY 2021. This goal was achieved in 2018, and the 90% employee participation rate is expected to remain consistent for increase in FY 2021.
2. In FY 2019, Human Resources completed trainings for all existing Leon County Government employees. Human Resources will continue to provide these training to new employees.

Human Resources (001-160-513)

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
G4	Number of requisitions created, and or recruited for vacant positions[1].	100	50	100	100
G4	Number of positions filled internally[2].	30	31	30	30
G4	Number of positions filled from outside sources[3].	40	27	40	40
G4	Average days to fill vacant positions[4].	60	63	64	64
G4	Average Turnover Rate[5].	10%	10%	10%	10%
G2	Number of County/Constitutional employees participating in county-sponsored Wellness Program events[6].	2,400	1,882	2,400	2,400
G2	Number of County/Constitutional employees who successfully completed the Value Based Design My Rewards Program[7].	1,060	1,198	1,065	1,065
G4	Number of employees attending county-sponsored Training and Professional Development events[8].	650	677	700	600
G1	Number of employees completing customer experience training[9].	548	132	109	30
G1	Percentage of new employees completing “on-boarding” within 30 days[10].	85%	55%	90%	95%

Notes:

1. The number of requisitions created, and or recruited for vacant positions decreased due to the County issuing a six-month hiring freeze for all positions. The hiring freeze was lifted in Spring of FY 2021 and therefore, estimates increased to reflect new hires.
2. The number of positions filled internally remained consistent in FY 2020 due to continued succession planning.
3. The number of positions filled from outside sources decreased in FY 2020 due to the six-month hiring freeze in all positions due to the COVID-19 spending reductions. The hiring freeze was lifted in Spring of FY 2021 and therefore, estimates increased to reflect this change.
4. The average days to fill vacant positions remained consistent.
5. The Average Turnover Rate remained constant.
6. Employees participating in County-sponsored Wellness Program events decreased by 7% as a result of the pandemic and some employees working from home. Events for FY 2021 are performed virtually and anticipated to remain consistent for FY 2022.
7. Employees who successfully completed the Value Based Design My Rewards Program increased due to stronger initiatives encouraging new and existing employees to take advantage of the incentive.
8. Number of employees attending county-sponsored training and professional development events in FY 2021 were impacted by the restriction on in-person events. All trainings were moved to a virtual format to continue learning. Employees have access to a learning platform with extensive content related to performance, communication, professional development, and safety. Staff also created content specific to Leon County. The number of training participants from Leon County Government and other county partners have increased significantly in the past quarter. The Division is expected to meet or exceed this goal in FY 2021.
9. The target of 100% of employees meeting this Bold Goal requirement was met in FY 2020. New hires are required to take Customer Experience training within 30 days of hire.
10. The organization was in a hiring freeze therefore onboarding was halted for a period. Virtual onboarding began in September 2020 and continues monthly. The Division is on track to exceed the estimated goal for FY 2021.

Human Resources (001-160-513)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,186,418	1,204,234	1,256,970	-	1,256,970	1,298,763
Operating	204,780	322,274	319,454	-	319,454	323,873
Total Budgetary Costs	1,391,198	1,526,508	1,576,424	-	1,576,424	1,622,636

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	1,391,198	1,526,508	1,576,424	-	1,576,424	1,622,636
Total Revenues	1,391,198	1,526,508	1,576,424	-	1,576,424	1,622,636

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Director of Human Resources	1.00	1.00	1.00	-	1.00	1.00
Emply. Engagement & Perf. Mang	1.00	1.00	1.00	-	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	-	1.00	1.00
Health and Wellness Coordinator	1.00	1.00	1.00	-	1.00	1.00
Employee Development Coord.	1.00	1.00	1.00	-	1.00	1.00
Compensation Analyst	1.00	1.00	1.00	-	1.00	1.00
HR Records Coordinator	1.00	1.00	1.00	-	1.00	1.00
Human Resources Generalist	2.00	2.00	2.00	-	2.00	2.00
Employee Relations Manager	1.00	1.00	1.00	-	1.00	1.00
Benefits Specialist	1.00	1.00	1.00	-	1.00	1.00
HRIS Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	12.00	12.00	12.00	-	12.00	12.00

The major variances for the FY 2022 Human Resources budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increases in operating costs associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of Covid-19.

Decrease to Program Funding:
1. Decrease in operating cost in the amount of $2,820 is related to the decline in usage of consulting services related to healthcare reform issues.

Emergency Management Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	582,278	608,800	635,067	-	635,067	657,175
Operating	1,040,468	981,004	901,453	-	901,453	901,480
Capital Outlay	220,946	-	-	-	-	-
Constitutional Payments	(3,750)	-	-	-	-	-
Total Budgetary Costs	1,839,941	1,589,804	1,536,520	-	1,536,520	1,558,655

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Emergency Management (125-864-525)	113,061	121,221	121,221	-	121,221	121,221
Emergency Management- Base Grant (125-864-586)	(3,750)	-	-	-	-	-
EMPA Base Grant-State (125-952012-525)	-	136,404	-	-	-	-
EMPA Base Grant-State (125-952020-525)	-	-	143,297	-	143,297	148,118
EMPA-Base Grant-State (125-952008-525)	130,319	-	-	-	-	-
EMPG Federal Grant (125-952009-525)	93,455	-	-	-	-	-
EMPG Federal Grant (125-952011-525)	-	97,479	-	-	-	-
EMPG Federal Grant (125-952019-525)	-	-	98,855	-	98,855	102,297
Enhanced E-911-Administration (130-180-525)	1,486,627	1,207,925	1,143,488	-	1,143,488	1,157,333
Insurance for E-911 (130-495-525)	2,235	2,305	2,679	-	2,679	2,706
MIS Automation (130-470-525)	17,994	24,470	26,980	-	26,980	26,980
Total Budget	1,839,941	1,589,804	1,536,520	-	1,536,520	1,558,655

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
125 Grants	333,085	355,104	363,373	-	363,373	371,636
130 9-1-1 Emergency Communications	1,506,856	1,234,700	1,173,147	-	1,173,147	1,187,019
Total Revenues	1,839,941	1,589,804	1,536,520	-	1,536,520	1,558,655

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
EMPA-Base Grant-State	1.00		-	-	-	-
EMPG Federal Grant	1.00	1.00	1.00	-	1.00	1.00
EMPA Base Grant-State	-	1.00	1.00	-	1.00	1.00
Enhanced E-911-Administration	5.00	5.00	5.00	-	5.00	5.00
Total Full-Time Equivalents (FTE)	7.00	7.00	7.00	-	7.00	7.00

Emergency Management (125-864-525)

Mission	The mission of Emergency Management is to save lives and protect the property of the residents of Leon County through the coordination of cost-effective and integrated public safety programs.
Core Objectives	1. Maintain the Comprehensive Emergency Management Plan. 2. Maintain the functionality of the Emergency Operations Center. 3. Review health care facility plans. 4. Provide education on disaster preparedness, response, recovery, and mitigation.
Statutory Responsibilities	F.S. 252.31-252.60 – State Emergency Management Act F.S. 395.1055 – Hospital Licensing and Regulation F.S. 400.23 – Nursing Homes and Related Health Care Facilities F.S. 429.41 – Assisted Care Communities
Advisory Board	Local Emergency Planning Committee for Hazardous Materials; North Florida Domestic Security Task Force; Florida Domestic Security State Working Group Executive Committee; Local Mitigation Strategy Steering Committee; Florida Division of Emergency Management, Emergency Management Advisory Workgroup

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
Q3	Number of annual exercises conducted/participated in[1].	9	3	4	4
Q3	Number of health care facility plans reviewed[2].	48	51	51	51
Q3	Number of presentations conducted[3].	12	3	12	12
Q3	Number of planning meetings facilitated[4].	8	3	6	6

Notes:

1. Exercises provide an opportunity to test plans and procedures in a simulated experience. Federal guidelines require emergency management to participate in a minimum of one exercise per quarter. However, due to the COVID-19 pandemic only three exercises were performed in FY 2020. Participation in various exercises is based on availability and Emergency Management anticipates returning to normal scheduled exercises.
2. Emergency Management is required to review health care facility emergency management plans for certain facilities licensed by the Agency for Health Care Administration. FY 2020 marks the new change to Florida Administrative Code regarding emergency power requirements for nursing homes and assisted living facilities which resulted in additional emergency power plans being implemented and continued estimate to remain level.
3. Fewer presentations were conducted due to COVID-19 in FY 2020. Emergency Managements anticipates returning to normal scheduled presentations for FY 2021 and FY 2022.
4. Fewer planning meetings were facilitated due to COVID-19 in FY 2020. However, Emergency Management anticipates returning to normal scheduled meetings for FY 2021 and FY 2022.

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	34,956	-	-	-	-	-
Operating	78,105	121,221	121,221	-	121,221	121,221
Total Budgetary Costs	113,061	121,221	121,221	-	121,221	121,221

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
125 Grants	113,061	121,221	121,221	-	121,221	121,221
Total Revenues	113,061	121,221	121,221	-	121,221	121,221

FY 2022 Emergency Management Grant Match budget remained level.

Emergency Management - EMPG Federal Grant (125-952019-525)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	-	-	98,855	-	98,855	102,297
Total Budgetary Costs	-	-	98,855	-	98,855	102,297

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
125 Grants	-	-	98,855	-	98,855	102,297
Total Revenues	-	-	98,855	-	98,855	102,297

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Emergency MGMT Coordinator	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	-	-	1.00	-	1.00	1.00

FY 2022 EMPG Base Grant:

Positions are funded by state grants. New grants are anticipated from the Florida Division of Emergency Management for July 2022 to coincide with the State fiscal year. FY 2022 funding reflects the County annually budgeted personnel cost.

Emergency Management - EMPA Base Grant-State (125-952020-525)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	-	-	143,297	-	143,297	148,118
Total Budgetary Costs	-	-	143,297	-	143,297	148,118

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
125 Grants	-	-	143,297	-	143,297	148,118
Total Revenues	-	-	143,297	-	143,297	148,118

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Director of Emergency Management	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	-	-	1.00	-	1.00	1.00

FY 2022 EMPA Base Grant:

Positions are funded by state grants. New grants are anticipated from the Florida Division of Emergency Management for July 2022 to coincide with the State fiscal year. FY 2022 funding reflects the County annually budgeted personnel costs.

Enhanced 9-1-1 (130-180-586)

Mission	The mission of the 9-1-1 System is to provide Next Generation 9-1-1 services for the reporting of emergencies to response agencies including Law enforcement, Fire Department and Emergency Medical Services (EMS).
Core Objectives	1. Maintain the Master Street Address Guide to ensure 9-1-1 database accuracy. 2. Respond to requests for 9-1-1 information. 3. Develop digital map displays for the 9-1-1 system to pinpoint the location of landline and cellular callers.
Statutory Responsibilities	F.S. 365.171-175 – 9-1-1 and Wireless Enhanced 9-1-1
Advisory Board	State and National Emergency Number Association; State of Florida E-911 Board

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY2022 Estimate
Q3	Number of days taken to respond to subpoena requests for 9-1-1[1].	1	1	1	1
Q3	Number of responses to requests for 911 records[2].	873	1,040	875	957
Q3	Percent of 9-1-1 database accuracy[3].	99%	99%	96%	98%
Q3	Number of Master Street Address Guide validations[4].	1,250	985	-	-

Notes:

1. Subpoenas for 9-1-1 records are received daily, and staff responds to them as they are received from the State Attorney's Office.
2. Requests for 9-1-1 records are received throughout the year and reflect public records requests and State Attorney's subpoenas. User demand will drive this number from year to year.
3. Percentage of database records where landline number and physical location is a correct match. Database accuracy must meet or exceed 90% per state standards.
4. Data collection methodology has improved by use of automated validation via GIS data for street segments, requiring less manual validation over the course of a year. This measure is no longer tracked by the Division.

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	323,548	374,917	392,915	-	392,915	406,760
Operating	942,133	833,008	750,573	-	750,573	750,573
Capital Outlay	220,946	-	-	-	-	-
Total Budgetary Costs	1,486,627	1,207,925	1,143,488	-	1,143,488	1,157,333

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
130 9-1-1 Emergency Communications	1,486,627	1,207,925	1,143,488	-	1,143,488	1,157,333
Total Revenues	1,486,627	1,207,925	1,143,488	-	1,143,488	1,157,333

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
E-911 Systems Coord.	1.00	1.00	1.00	-	1.00	1.00
911 Data Base & Info Analyst	1.00	1.00	1.00	-	1.00	1.00
911 System Administrator	1.00	1.00	1.00	-	1.00	1.00
911 System Specialist	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V-EM	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	5.00	5.00	5.00	-	5.00	5.00

The major variances for the FY 2022 Enhanced 911 budget are as follows:

Decrease to Program Funding:
1. Decrease in the amount of $50,000 for the reduced need for equipment contingency no longer necessary due to the E-911 system operator.
2. Training decreased in the amount of $24,091 due to training moving to online platform.

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	17,994	24,470	26,980	-	26,980	26,980
Total Budgetary Costs	17,994	24,470	26,980	-	26,980	26,980

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
130 9-1-1 Emergency Communications	17,994	24,470	26,980	-	26,980	26,980
Total Revenues	17,994	24,470	26,980	-	26,980	26,980

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	2,235	2,305	2,679	-	2,679	2,706
Total Budgetary Costs	2,235	2,305	2,679	-	2,679	2,706

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
130 9-1-1 Emergency Communications	2,235	2,305	2,679	-	2,679	2,706
Total Revenues	2,235	2,305	2,679	-	2,679	2,706

Volunteer Services (001-113-513)

Goal	To empower citizens to answer local needs through volunteerism and community engagement.
Core Objectives	1. Promote volunteerism, build the capacity of local volunteer programs and participate in strategic initiatives that mobilize volunteers from all sectors. 2. Screen, interview, and place volunteers, interns, and court-ordered workers by matching their skills, talents, and interests with Leon County departmental needs. 3. Administers "Volunteer Connection"matching system portal to connect local volunteers with local volunteer opportunities. 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. 5. Coordinate the following programs: County Government Internship and Service Learning Program, County Library Volunteer Program, Big Bend Community Organizations Active in Disaster (COAD), Summer Youth Training Program, 9/11 Day of Service, Annual Volunteer Firefighter Firetruck Round-Up.
Statutory Responsibilities	**Florida Statute 252.38 (1)(b)** requires each county to develop a county emergency management plan and program coordinated and consistent with the State Comprehensive Emergency Management Plan and Program requiring the coordination of volunteers and donations.
Advisory Board	None

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
Q4	Number of citizen volunteers coordinated	4,874	2,270	3,000	3,500
Q4	Number of county departments utilizing volunteers annually	15	15	17	20
Q4	Number of volunteer's hours	72,933	40,948	50,000	65,000
Q4	Dollar value of volunteer time	$1,854,686	$1,041,308	$1,360,000	$1,768,000

Notes:
1. The number of citizen volunteers is an anticipated increase in FY 2021 due to more virtual volunteer opportunities within the County
2. The number of Departments utilizing volunteers is anticipated to increase due to virtual opportunities being available and the loosening of COVID-19 restrictions.
3. Volunteer hours are projected to increase as COVID-19 protocols are loosened and are expected to return to pre COVID-19 numbers.
4. FY 2022 increase is related to the steady increase of volunteers and volunteer opportunities in various programs/activities.

Volunteer Services (001-113-513)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	163,368	160,154	160,105	-	160,105	165,573
Operating	19,766	28,071	42,976	-	42,976	43,883
Total Budgetary Costs	183,134	188,225	203,081	-	203,081	209,456

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	183,134	188,225	203,081	-	203,081	209,456
Total Revenues	183,134	188,225	203,081	-	203,081	209,456

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Volunteer Services Manager	-	1.00	1.00	-	1.00	1.00
Volunteer Services Coordinator	-	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	-	2.00	2.00	-	2.00	2.00

The major variances for the FY 2022 Volunteer Center budget are as follows:

Increase to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Operating costs increased in the amount of $13,925 for the purchase of a new copier.
3. Travel and training increase associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.

Leon County Fiscal Year 2022 Tentative Budget

Office of Information and Technology

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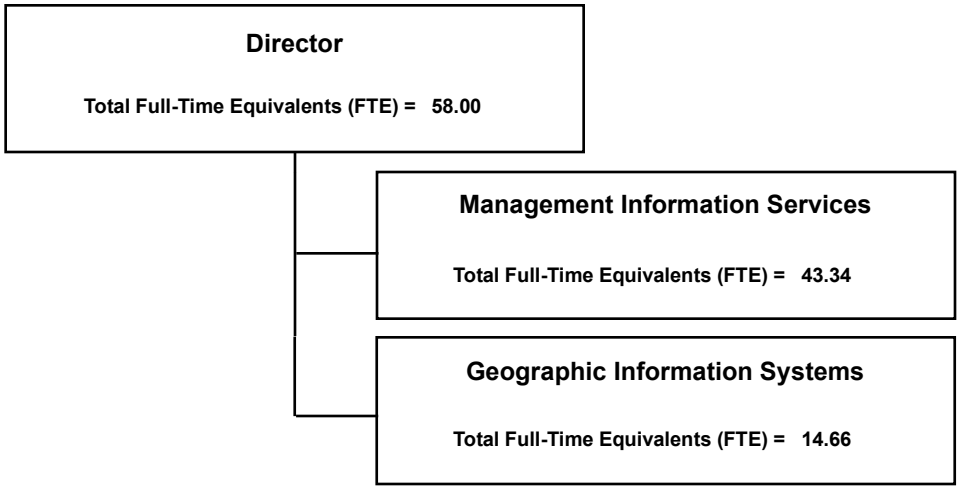
Leon County Fiscal Year 2022 Tentative Budget

Office of Information and Technology



Executive Summary

The Office of Information and Technology (OIT) section of the Leon County FY 2022 Annual Budget is comprised of the Management Information Services (MIS) and Geographic Information Systems (GIS) divisions. The MIS and GIS divisions provide reliable and effective technology and telecommunications products and services, which enable County offices to fulfill their respective goals and missions.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the OIT Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. This is a road map and broad plan of action for accomplishing Board priorities and serves as a gauge for the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

Recent new solutions include: continuing to upgrade and redevelop the permitting tracking system, and continuing to monitor and improve cyber security solutions. OIT continues to support the paradigm shift in the workplace by providing successful solutions for telecommuting in response to the COVID-19 pandemic, including solutions to allow expanded teleconferencing for work groups to facilitate social distancing after returning to the office. Additionally, MIS provided a solution to allow citizens to continue remote participation in live commission meetings in the chamber. A chamber upgrade allowed for integration of Zoom callers with the chamber sound system. MIS continues to maintain a robust infrastructure and computing environment that supports over 2,000 users and 8,000 devices at 80 sites, and a virtualized environment with over 700 servers and a storage environment of over 1 petabyte (over 1,000 terabytes).

Cyber security contuniues to be a top priority for OIT. Employee awareness training has been implemented, the internal network has been encrypted and many layers of protection from spam, viruses, and malware have been instituted. Enhanced security monitoring has been implemented in support of the Elections Office, as well as covering the entire network. Cloud computing is leveraged to augment technology needs for the Library's work order management system and the Office of Intervention & Detention Alternatives' (IDA) point-of-sale system, HSCP's work order management system, HR's e-recruitment system as well as many IT services for MIS. Application solutions provided by in-house staff include: support of the Intranet and Internet websites; the County's Committee Tracking System; and upgrades for the County's HR and Finance systems, as well as the system for allowing public comments for commission agenda items.

As part of the County's 2017-2021 Strategic Plan, MIS has transitioned the entire County from Groupwise to Microsoft Office 365 with nearly 2,500 accounts. Efforts continue to deploy additional O365 modules such as TEAMS, SharePoint, and One Drive for process improvements such as agenda processing, file sharing, and work collaboration.

As a joint City/County partnership, the Tallahassee/Leon County GIS program provides accurate, consistent, accessible, affordable, and comprehensive GIS data, GIS infrastructure, and GIS services to support the needs of Leon County and the City of Tallahassee as well as their citizens. The program supports nearly 600 data layers and over 80 web sites for over 50 business units in the County and City which includes Public Works, the Planning Department, Tourism, the Property Appraiser, and DSEM divisions. Additionally, GIS is integrated into the permitting systems for the City and the County, along with a shared portal for citizens and the building community for permitting information. As part of the County's reorganization of Emergency Management, TLCGIS now supports WebEOC, a multi-county shared emergency incident system tracking system, which was critical to the support efforts during and after Hurricane Michael and also used during the COVID-19 activation.

OIT supported office moves and facility remodels throughout the County and specifically for Housing and Veterans to the newly renovated Cooperative Extension building and Volunteer Services to the Courthouse; assisting and providing construction guidance for the Tourism storefront at Cascades Park building and OEV/Blueprint moves in the Annex Building; and, numerous audio/video enhancements in conference rooms. Required support for the courts continues with the Justice Information System for criminal case management as well as the Jail Management System for the Sheriff's Office.

Leon County placed in the top ten of counties with populations of 250,000 – 499,999 for the past seven years and was awarded 5th place nationally and 1st place in Florida for the 2020 Digital Counties Survey Award from the National Association of Counties (NACo), in partnership with e.Republic's Center for Digital Government.

OIT made possible and hosted a virtual task force town hall meeting with members of the clergy from local African-American communities to spread facts about and encouragement for vaccinations. This task force is shaping a national model for communities to increase numbers for this under-represented community.

Leon County Fiscal Year 2022 Tentative Budget

Office of Information and Technology Business Plan

Mission Statement

The mission of the Leon County Office of Information and Technology is to provide reliable and effective technology and telecommunications solutions and services to county agencies to enable them to fulfill their missions in serving the citizens of Leon County.

Strategic Priorities

Quality of Life

- Q2 - Provide relevant library offerings which promote literacy, life-long learning and social equity.
- Q3 - Provide essential public safety infrastructure and services.

Governance

- G1 – Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service.
- G2 - Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value.
- G5 - Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner.

Strategic Initiatives

1.	Implement migration from Groupwise to Microsoft Outlook to better integrate with other software applications that utilize automated notifications, workflows and approvals. (G2)	Complete/Ongoing
2.	Continue the deployment of an updated permitting system that is modernized to use mobile and online technologies. (G1, G2, G5)	Complete/Ongoing
3.	Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (Q3)	Complete/Ongoing
4.	Explore opportunities to increase to high speed internet access through a “mobile hot spot” library lending program. (Q2)	Complete

Actions

1.	A.) Secured services for the Active Directory review and mitigate for any recommended configurations. B.) Train technical staff and implement test areas for OIT. C.) Launch Migration/Implementation configuration. D). Go live for users. E.) Lunch and Learn Sessions F.) Replacement of Survey Monkey with forums. G.) Re-Engineering Agenda Process with One Drive and Flow. H.) Teams Deployment I.) Reengineer agenda process with One Drive and Flow.	MIS
2.	A.) Working with vendors to develop process improvements and to finalize GIS interface. B.) Working with vendors to develop enhancements to report creation process for DSEM.	MIS/GIS
3.	A.) In coordination with EMS, implement additonal data sharing systems with Tallahassee Memorial Healthcare and Capital Regional Medical Center. B.) Participate in Cardiac Arrest Registry to Enhance Survival program. C.) Continue to monitor hot spot circulation.	MIS
4.	A.) Work group with Library and MIS staff formed November 2017 to determine “mobile hot spot” purchase and to develop circulation guidelines and procedures for the pilot lending program. B.) 35 “hot spots” have been made available to the public.	MIS

Leon County Fiscal Year 2022 Tentative Budget

Office of Information and Technology

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	5,967,878	6,122,647	6,301,643	3,669	6,305,312	6,506,510
Operating	2,937,969	3,459,948	3,498,266	128,935	3,627,201	3,954,639
Capital Outlay	10,576	-	-	6,400	6,400	-
Total Budgetary Costs	8,916,423	9,582,595	9,799,909	139,004	9,938,913	10,461,149

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Management Information Services	6,944,522	7,483,475	7,690,391	137,793	7,828,184	8,294,180
Geographic Information Systems	1,971,902	2,099,120	2,109,518	1,211	2,110,729	2,166,969
Total Budget	8,916,423	9,582,595	9,799,909	139,004	9,938,913	10,461,149

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	8,916,423	9,582,595	9,799,909	139,004	9,938,913	10,461,149
Total Revenues	8,916,423	9,582,595	9,799,909	139,004	9,938,913	10,461,149

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Geographic Information Systems	14.66	14.66	14.66	-	14.66	14.66
Management Information Services	43.34	43.34	43.34	-	43.34	43.34
Total Full-Time Equivalents (FTE)	58.00	58.00	58.00	-	58.00	58.00

Management Information Services (001-171-513)

Goal	The goal of Management Information Services (MIS) is to serve end users with continually improved, efficient, cost effective technology and telecommunications products, services, and information so that customers are totally satisfied and able to fulfill their missions.
Core Objectives	1. Provide technology infrastructure and support for the County, the Consolidated Dispatch Agency and Public Safety Complex, other County Constitutional Officers (Sheriff, Elections, Tax Collector, and Property Appraiser), and Article V agencies (Courts, State Attorney, Public Defender, Clerk, and Guardian Ad Litem). 2. Provide and maintain county network connectivity for all buildings and offices of the County, Constitutional Officers, Article V agencies and the 2nd Judicial Circuit courtrooms and detention centers in Gadsden, Wakulla, Jefferson, Franklin, and Liberty counties. 3. Provide and maintain Internet and wireless access for employees within County facilities, and wireless access for the public in the Courthouse, main and branch libraries, park facilities, community centers, and other County facilities. 4. Provide for mobile office services to Building Inspection, Public Works Operations, Animal Control, Emergency Medical Services (EMS), Facilities, and other field workers. Also, support the agenda process with iPads and paperless agendas and expand field use of work order systems. 5. Maintain network file systems, storage, and provide system security firewalls, SPAM and virus protection. 6. Provide telephone and voice mail services for the County and the Supervisor of Elections, the Public Defender and State Attorney offices, Guardian Ad Litem, the Property Appraiser's Office, the Tax Collector's Office, the Sheriff's Office, Court Administration, and the Clerk's Office. 7. Provide e-mail services for the County, Constitutional Officers (except Property Appraiser) and Article V agencies. 8. Support and provide connectivity and apps for over 1,100 mobile devices such as smart phones and tablets. 9. Operate the central data center and a disaster recovery site, support and maintain over 50 physical servers and over 700 servers within a virtualized infrastructure environment, provide backup and restoration management, disaster recovery and business continuity services. 10. Support, maintain, and replace over 3,000 devices such as laptops, tablets, printers, personal computers, and desktop software (Microsoft Office Suite) for the County, Constitutional Officers, Article V agencies, and the public systems within the library facilities. 11. Develop, maintain and enhance the inter-agency Criminal Justice Information System (JIS) for the justice community. The JIS supports the Clerk's Office, the Courts, State Attorney, Public Defender, Sheriff's Office, Probation and Supervised Pretrial Release. 12. Develop, maintain and enhance the Jail Management Information System as well as case management and work release management software applications for Probation, Supervised Pretrial Release, and the Sheriff's Office. 13. Maintain the pawnshop network system, an award-winning system, which is currently being used by more than 30 Florida and Georgia counties. 14. Provide technical support to the Supervisor of Elections at all voting locations for all elections. 16. Develop and maintain web services (including an Intranet for the County; websites for the County, Court Admin, Tax Collector, Supervisor of Elections, State Attorney, County Medical Examiner, and the Tourist Development Council) and online web applications (such as Board meetings, workshops, agendas, calendars, job applications, customer problem reporting, permitting, online Purchasing, Summer Youth applications, Library Services, Volunteer Services, Parks Reservations, Have a Hurricane Plan, and the Emergency Information Portal). Provide for mobile versions of the website for smart devices. 17. Support, maintain, and upgrade work order management systems, including Banner (Finance, Purchasing, Human Resources, and Payroll), Infor (Public Works, Facilities Mgmt., MIS), Animal Control, Faster (Fleet), Paradigm (Landfill), Halogen E-Appraisal (Human Resources), Permits and Enforcement Tracking Software (DSEM), E-Pro and Telestaff (EMS), Cycom (County Attorney's Office) and SIRSI (Library). Continue to collapse single work order management systems into the enterprise Infor system, as appropriate.

Leon County Fiscal Year 2022 Tentative Budget

Office of Information Technology

Core Objectives	18. Develop and support specialized applications for Human Resources (electronic timesheets, e-recruitment, onboarding, compensation, employee benefits, and the Florida Retirement System) and the Office of Management and Budget (budget modeling support). 19. Implement electronic document management through Project Dox and/or AppXtnder for Public Works, Animal Control, Engineering, DSEM Divisions, Veterans Services, Human Resources, HSCP, the County Attorney's Office, the Office for Intervention and Detention Alternatives, and other divisions or offices as they become ready. 20. Provide technology, telecommunications, and A/V support for the Public Safety Complex. 21. Develop and support visualization solutions through digital signage for the Libraries and Facilities. 22. Provide, maintain, and support secure telecommuting solutions for Leon County Government, Court Administration, Public Defender, State Attorney, Elections, and Tax Collector. 23. Design and maintain permitting system solution for DSEM to allow efficient processing of building, developmental, and environmental permits. 24. Provide teleconferencing solutions for Leon County Government.
Statutory Responsibilities	Florida State Constitution under Article V (Judiciary), Section 14 (Funding) requires provision of communications services, existing radio systems, and existing multi-agency criminal justice information systems for the Trial Courts (Court Administration and the Clerk of the Court), the State Attorney, and the Public Defender within the Second Judicial Circuit.
Advisory Board	The Criminal Justice Coordinating Council is the executive steering committee for the Justice Information System. Internally, the Justice Information Systems Agreement of 2001, re-ratified in January 2007, by the Criminal Justice Coordinating Council, governs the responsibilities and expectations of the multi-agency criminal justice system called JIS.

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark* (Median Values for City/County Sector)
G1	Average number of users per MIS Full Time Equivalent (FTE) (2,200 users/45 MIS Staff) [1]	49:1	45:1
G1	Average number of Devices per Information Technician (IT Staff) (8,000/45 MIS Staff) [1]	177:1	70:1
G1	Total IT Spending (Operating and CIPs) as Percentage of Budget[2]	3.6%	5.77%
G1	Number of Network Sites[3]	76	44

***Benchmark Sources:**

1. February 2017 Robert Half Technology reports 45:1 staffing levels for enterprise networks
2. November 2017 Deloitte Insights states all industries are at 3.28% and Education/Non-Profits are at 5.77%
3. 2014/2015 Computer Economics Report on IT Spending and Staffing (an information and technology research/advisory firm)

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate
G1, G3	Average number of e-mails processed each month (millions)[1]	1.08	1.4	1.5	1.75
G1	Approximate amount of valid e-mails (balance after malware/viruses trapped)[2]	62%	65%	65%	65%
Q1, Q2	Average monthly visits to Leon County website[3]	289,251	319,625	325,000	400,000
G1	Percent of help calls completed the same day[4]	56%	65%	65%	65%
G1	Number of new applications/services deployed[5]	10	13	5	5

Notes:

1. Total number of emails increased due to additional remote activity associated with COVID-19, additional increases expected as we handle the impacts and recovery.
2. With the move to Office 365, 65% of all emails processed are valid within the Office 365 environment. The remainder consists of external emails, of which 35% are being trapped as viruses/malware.
3. Visits to the website increased in FY 2020 due to COVID-19-related information and CARES Act registration-related programs and services. CARES-related searches continue to provide additional website traffic.
4. During FY 2020, 65% of all help calls were closed within a one-day period.
5. In FY 2021, staff has implemented: Digital Signatures (expansion); Network Access Control (expansion); permitting improvements for DSEM, upgraded chamber sound system's recording abilities, created a website for the North Monroe Committee, and provided meeting broadcast assistance for the Children's Services Council.

Management Information Services Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	4,512,293	4,573,724	4,764,087	2,458	4,766,545	4,918,761
Operating	2,422,851	2,909,751	2,926,304	128,935	3,055,239	3,375,419
Capital Outlay	9,378	-	-	6,400	6,400	-
Total Budgetary Costs	6,944,522	7,483,475	7,690,391	137,793	7,828,184	8,294,180

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Management Information Services (001-171-513)	6,730,333	7,221,563	7,423,856	137,793	7,561,649	8,021,139
Public Safety Complex Technology (001-411-529)	214,189	261,912	266,535	-	266,535	273,041
Total Budget	6,944,522	7,483,475	7,690,391	137,793	7,828,184	8,294,180

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	6,944,522	7,483,475	7,690,391	137,793	7,828,184	8,294,180
Total Revenues	6,944,522	7,483,475	7,690,391	137,793	7,828,184	8,294,180

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Management Information Services	41.84	41.84	41.84	-	41.84	41.84
Public Safety Complex Technology	1.50	1.50	1.50	-	1.50	1.50
Total Full-Time Equivalents (FTE)	43.34	43.34	43.34	-	43.34	43.34

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	4,379,359	4,436,559	4,620,772	2,458	4,623,230	4,770,315
Operating	2,349,596	2,785,004	2,803,084	128,935	2,932,019	3,250,824
Capital Outlay	1,378	-	-	6,400	6,400	-
Total Budgetary Costs	6,730,333	7,221,563	7,423,856	137,793	7,561,649	8,021,139

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	6,730,333	7,221,563	7,423,856	137,793	7,561,649	8,021,139
Total Revenues	6,730,333	7,221,563	7,423,856	137,793	7,561,649	8,021,139

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Oracle Enterprise Architect	1.00	1.00	1.00	-	1.00	1.00
Chief Information Officer (CIO)	0.67	0.67	0.67	-	0.67	0.67
IT Coord.- Work Order & EDMS	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Admn Services	1.00	1.00	1.00	-	1.00	1.00
Dir of Apps & Development	1.00	1.00	1.00	-	1.00	1.00
Public Safety Applications Mgr	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Web Development	1.00	1.00	1.00	-	1.00	1.00
Director of IT Operations	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Systems	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Technical Serv.	1.00	1.00	1.00	-	1.00	1.00
Apps. System Analyst III	2.00	2.00	2.00	-	2.00	2.00
Applicat Integration Architect	1.00	1.00	1.00	-	1.00	1.00
Network Systems Analyst	-	-	0.50	-	0.50	0.50
IT Technical Support Spec. II	5.00	5.00	5.00	-	5.00	5.00
MIS Special Projects Coord.	1.00	1.00	1.00	-	1.00	1.00
Network Systems Analyst I	2.00	2.00	2.00	-	2.00	2.00
App Systems Analyst I	2.00	1.00	1.00	-	1.00	1.00
Application Systems Analyst II	6.00	7.00	7.00	-	7.00	7.00
Network Systems Analyst II	4.50	4.50	3.00	-	3.00	3.00
Network Systems Analyst III	2.00	2.00	3.00	-	3.00	3.00
EDMS Technician	1.00		-	-	-	-
IT Tech Support Technician I	-	-	1.00	-	1.00	1.00
OIT Financial Analyst	-	1.00	1.00	-	1.00	1.00
OIT Office Coordinator		0.67	-	-	-	-
Computer Asset Analyst	1.00	1.00	-	-	-	-
Sr. ITTech Supp Spec Mobile Svc	3.00	3.00	3.00	-	3.00	3.00
Cyber Security Manager	-	-	0.67	-	0.67	0.67
IT Coordinator-Network	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate VI	0.67		-	-	-	-
Total Full-Time Equivalents (FTE)	41.84	41.84	41.84	-	41.84	41.84

The major variances for the FY 2022 Management Information Services budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19, and the reclassification of the OIT Office Coordinator to create a Cyber Security Manager position.
2. Increases in operating costs associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.
3. $58,514 for software maintenance and the addition of audio visual components in conference rooms and voice application software.
4. $33,600 in contractual increases for software.
5. $29,400 in communications costs associated with additional cellular data connections and voice conferencing services.
6. $6,400 for office equipment associated with the creation of the Cyber Security Manager, including cell phone, laptop computer monitors and office phone equipment.

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	132,934	137,165	143,315	-	143,315	148,446
Operating	73,254	124,747	123,220	-	123,220	124,595
Capital Outlay	8,000	-	-	-	-	-
Total Budgetary Costs	214,189	261,912	266,535	-	266,535	273,041

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	214,189	261,912	266,535	-	266,535	273,041
Total Revenues	214,189	261,912	266,535	-	266,535	273,041

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Network Systems Analyst	-	-	0.50	-	0.50	0.50
Network Systems Analyst I	1.00	1.00	1.00	-	1.00	1.00
Network Systems Analyst II	0.50	0.50	-	-	-	-
Total Full-Time Equivalents (FTE)	1.50	1.50	1.50	-	1.50	1.50

The Public Safety Complex (PSC) officially opened in July 2013. The PSC budget is jointly funded 50/50 with the City of Tallahassee. The budget presented here shows 100% of the costs of the PSC Technology; the City's share is reflected as an offsetting revenue.

The major variances for the FY 2022 Public Safety Complex Technology budget are as follows:

Increases to Program Funding:
1.Costs associated with the County’s portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in worker’s compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.
2.Costs associated with the lift of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.

Decreases to Program Funding:
1. Decrease in operating costs associated with Com-net internet services.

Geographic Information Systems (001-421-539)

Goal	The goal of the Tallahassee-Leon County GIS is to work in partnership with county agencies to provide accurate, consistent, accessible, affordable, and comprehensive GIS data, GIS infrastructure, and GIS services to support the unique business needs of Leon County and the citizens we serve.
Core Objectives	1. Development and management of high-accuracy planimetric and topographic basemap data. 2. Creation, compilation, access and distribution of derived and thematic GIS data. 3. Manage the overall quality and integrity of departmental GIS data. 4. Provide access to GIS analytical tools. 5. Integrate GIS technology, service and support into the business processes of government. 6. Identify additional sources of GIS data to support government activities and services.
Statutory Responsibilities	Florida Statute 7 – County Boundaries: Section 7.37 – Leon County ; Florida Statute 101 – Voting Methods & Procedures: 101.001 – Precincts and polling places, boundaries; Florida Statutes 163 – Intergovernmental Programs: Section 163.2511-163.3248 – Growth Policy; County and Municipal Planning; Land Development Regulation, Section 163.330-163.403 – Community Redevelopment, Section 163.501-163.526 – Neighborhood Improvement Districts, Section 163.565-163.572 – Regional Transportation Authorities; Florida States 166 – Municipalities: Section 166.231 – Public service tax; Florida Statutes 192 – Taxation: General Provisions, Non-ad Valorem; Florida Statutes 193 – Assessments: Section 193.023 – Property Appraiser's requirement established to provide or pay for other certified aerial imagery at FDOR specifications every three years., Section 195.002 – Property Appraiser and use of Aerial Imagery in Inspections; Florida Statute 202 – Communications Services Tax simplification Law: Section 202.19 Local Communications Tax; Florida Statute 472 – Land Surveying and Mapping: Section 472.027 – Minimum technical standards for surveying and mapping; City of Tallahassee Environmental Ordinance; Leon County Environmental Management Act; Local Comprehensive Plan; Interlocal Agreement for a Geographic information System, May 16, 1990; Senate Bill 360
Advisory Board	GIS Executive Committee, GIS Steering Committee, Permit Enforcement & Tracking System (PETS) Steering Committee, GIS Development Team, PETS Development Team, Addressing Steering Committee, Local Mitigation Strategy Committee (LMS)

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G1, G3	Number of Business Units that use GIS.	60	36 (Average)
G3, Q2	Number of Layers of Data Maintained.	620	420
G1, G3, Q1	Number of Web Sites and Custom Applications.	84	7

***Benchmark Source:** 2018 Poll of selected Florida counties.*

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
G1	Provide customer response to system and software requests within (1) hour 100% of the time.[1]	95%	95%	95%	95%
G1, Q1	Increase GIS internet applications, services and downloadable files by 20% annually. [2]	50%	20%	20%	20%
G1, Q1	Increase ArcGIS Online user accounts by 20% annually. [3]	20%	49%	20%	15%
G1	Provide maintenance of base map components per schedule matrix, as required. [4]	100%	100%	100%	100%
G3, Q2	Layers of data maintained (such as aerial photography; addressing; streets; building footprints, hydrography; elevation; flood zones; land use and zoning, subdivisions; easements). [5]	617	662	683	702
G3	Published web services. [6]	421	2,319	2,800	2,940

Notes:

1. TLCGIS continues to provide consistent rapid responses to customer requests.

2. Internet based applications increase with every new project. Additionally, TLCGIS staff continues to include additional layers of data to the open data download portal to best meet the customer needs.
3. The popularity and use of the ArcGIS Online platform and broader user base has contributed to modest increases in content year over year.
4. TLCGIS continues to build usership with its web-based GIS platform “ArcGIS Online”. In FY 2020, 110 new users were added for a total of 334 users. This increase was largely driven by broader use of GIS by the Department of Public Works, Blueprint and the City of Tallahassee.
5. TLCGIS continues to maintain the base-map components and the associated derivative products while constantly seeking increased value in product and technology advances. The number of data layers maintained varies from year to year, as older data layers are consolidated, and new data layers are created.
6. The significant increase in FY 2020 is associated with the implementation of a more comprehensive method of calculating web services. Unlike the previous method, this new method includes both on-premise and cloud-based published web services.

Geographic Info. Systems (001-421-539)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,455,585	1,548,923	1,537,556	1,211	1,538,767	1,587,749
Operating	515,119	550,197	571,962	-	571,962	579,220
Capital Outlay	1,198	-	-	-	-	-
Total Budgetary Costs	1,971,902	2,099,120	2,109,518	1,211	2,110,729	2,166,969

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	1,971,902	2,099,120	2,109,518	1,211	2,110,729	2,166,969
Total Revenues	1,971,902	2,099,120	2,109,518	1,211	2,110,729	2,166,969

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
GIS Coordinator	1.00	1.00	1.00	-	1.00	1.00
Chief Information Officer (CIO)	0.33	0.33	0.33	-	0.33	0.33
Apps. System Analyst III	-	1.00	1.00	-	1.00	1.00
Unix System Adm.-GIS	1.00		-	-	-	-
GIS Project Manager	1.00	1.00	1.00	-	1.00	1.00
GIS Specialist II	1.00		-	-	-	-
GIS Oracle Database Admin	1.00	1.00	1.00	-	1.00	1.00
GIS Network Systems Adm.	1.00	1.00	1.00	-	1.00	1.00
App Systems Analyst I	3.00	3.00	3.00	-	3.00	3.00
Application Systems Analyst II	1.00	1.00	1.00	-	1.00	1.00
GIS Technician II	1.00	1.00	1.00	-	1.00	1.00
GIS Integration Specialist	1.00	1.00	1.00	-	1.00	1.00
GIS Specialist I	-	1.00	1.00	-	1.00	1.00
OIT Office Coordinator		0.33	-	-	-	-
Cyber Security Manager	-	-	0.33	-	0.33	0.33
GIS Specialist III	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate VI	0.33		-	-	-	-
Total Full-Time Equivalents (FTE)	14.66	14.66	14.66	-	14.66	14.66

The major variances for the FY 2022 Geographic Information Systems budget are as follows:

Increases to Program Funding:
1. Increases in operating costs associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.

Decreases to Program Funding:
1. Decreases in personnel costs are related to a position vacancy. This is offset by increased costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19, and the reclassification of the OIT Office Coordinator to create the Cyber Security Manager position.

Leon County Fiscal Year 2022 Tentative Budget

County Attorney's Office

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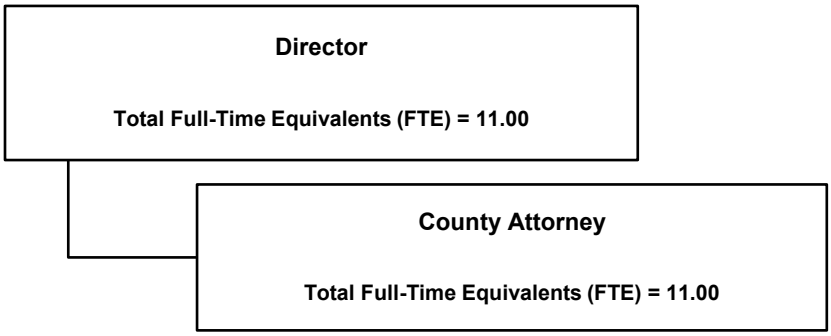
Leon County Fiscal Year 2022 Tentative Budget

County Attorney's Office



County Attorney's Office

Executive Summary

The County Attorney's Office section of the Leon County FY 2022 Annual Budget is comprised solely of the County Attorney's Office. The County Attorney's Office provides legal services to the Board of County Commissioners, the County Administrator, County departments, and certain boards and agencies organized under the Board of County Commissioners, unless they are separate legal entities or have their own legal counsel, and as otherwise directed by the Board. The Office also reviews contracts, bonds, ordinances, resolutions, and other written instruments.

HIGHLIGHTS

The County Attorney's Office continues to provide legal support on behalf of Leon County Government on significant matters related to the pandemic, including researching and providing information to the Board concerning face mask and covering requirements in different parts of the state, reviewing and providing legal counsel regarding compliance with the Florida Governor's Executive Orders and, since March 2020, preparing over 70 proclamations declaring a local State of Emergency. Office personnel researched and worked with Administration staff to develop federal grant funding agreements, contracts, and associated documentation for use with vendors, area agencies, not-for-profits, local businesses, citizens, and local government entities receiving funds under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and/or the American Rescue Plan Act of 2021 for qualifying projects, goods, and services and to ensure the distribution of funds to the community. Office personnel also worked with Administration staff to apply the Families First Coronavirus Response Act provisions within Leon County Government, and to develop policies and procedures to address pandemic-related issues impacting County personnel.

In addition, the County Attorney's Office provides the legal support to County staff in all of its real estate transactional and right-of-way acquisition matters, which in the past year included:

- The $3.325 million purchase of the Supervisor of Elections Operations Center after eight years as a tenant, thereby resolving an ongoing dispute over the responsibility for repairing continuous roof leaks and avoiding potential litigation with the Landlord.
- The conveyance of the Tallahassee Developmental Center to the tenant, Pensacola Care, through the early termination of the long-term Capital Lease resulting in Leon County's receipt of the required $1.579 million.
- The long-term sublease for the Bradfordville Volunteer Fire Department.
- The continued sales of county-owned real property appropriate for use as affordable housing in cooperation with the Housing Finance Authority of Leon County, resulting in significant proceeds to the HFA to be used for affordable housing purposes.
- The acquisition of utility easements, drainage easements, whole parcels, and other right-of-way needed for the County's capital improvement projects, including the Woodville area septic-to-sewer projects, the Maylor Road drainage improvements project, and the Old Bainbridge Road / Capital Circle NW intersection improvement project.

The County Attorney's Office also:

- Successfully defended the Board's adoption of its Emergency Ordinance requiring face coverings in certain circumstances in *Evan J. Power v. Leon County*. On July 27, 2020, the Court entered a Final Judgment in favor of the County, finding that Leon County Emergency Ordinance 20-15 does not violate any constitutional right of the Plaintiff and denying Plaintiff's request for injunctive relief. The Plaintiff failed to prosecute the case on appeal, and the County sought and received $25,000, the maximum amount allowable, in reimbursement of defense expenses.
- Settled *Leon County v. Williams, Williams, and Pearl in the Wild*, wherein the County sought a declaratory judgment and supplemental relief, including injunctive relief, to prohibit the Defendants from operating an event venue in violation of the Leon County Code of Laws. Under the settlement, the Williamses have agreed not to operate an event venue without County approval or a court order.
- Settled *Leon County vs. J-II Investments, LLC, and Petrandis*, which began as an unresolved code violation in 2003. After numerous Court rulings in Leon County's favor and appeals by the Defendants, the parties entered into a settlement agreement in January 2021, resulting in the dismissal of this litigation and outstanding appeals. The County also received clear title to the property in question and $185,000 in certified funds.
- Represented the Leon County Canvassing Board in *Nielsen, et al. v. DeSantis, et al*., wherein a complaint was filed for injunctive and declaratory relief against the State and all Florida Supervisors of Election and Canvassing Boards, alleging that multiple laws and practices governing voting by mail burden and disenfranchise voters. The *Nielsen* and *Dream Defenders* cases were settled and ultimately dismissed in their entirety prior to trial. The remaining claims in the *Grubb* case were settled on July 26, 2020, during a settlement conference, after which the Plaintiffs filed voluntary motions to dismiss.

- Represents the County in *Leon County v. Marion Harmon,* wherein the County has filed a *Petition for Order to Assume Custody of Neglected Animals*. The County is seeking to gain custody of over 260 animals, including sheep, goats, donkeys, mules, chickens, cows, pigs, geese, ducks, and a horse, which were living in abysmal conditions, including little to no food or water and among animal carcasses in varying stages of decomposition. In addition to the civil lawsuit filed by the County, the State Attorney's Office has filed numerous charges against the Defendant that include aggravated animal cruelty, cruelty to animals, and improper disposal of dead animals. A hearing was held on June 30, 2021, on the *Petition*, wherein the Court ruled that the County met its burden of proof and ordered the Defendant to meet certain conditions before the animals would be returned to him.
- Continues to work with outside counsel in representing Leon County in the opioid litigation *Leon County vs. AmerisourceBergen Drug Corporation, et al.*, wherein a multi-part complaint has been filed alleging the manufacturer defendants' false, deceptive and unfair marketing of opioids, as well as the distributor defendants' unlawful distribution of opioids. While negotiations are still ongoing, the State of Florida Office of Attorney General is requiring all local governments join in a Memorandum of Understanding (MOU) that will govern how the proceeds allotted to the State of Florida will be allocated between and among the State and local governments. The Board will consider whether to approve the MOU at its meeting of July 13, 2021.
- Continues to represent Leon County as a Plaintiff in the firearms preemption litigation, *Broward County v. State of Florida*, wherein the Plaintiffs challenge the related penalty provisions in the Florida Statutes, which allow certain monetary damages and other penalties to be imposed against any individual who enacts or causes to be enforced a preempted firearm regulation. The trial court ruled, in part, in favor of the Plaintiffs, finding the penalty provisions violated doctrines of legislative and governmental function immunity. The State appealed the trial court's ruling, and oral argument was held July 20, 2020. On April 9, 2021, the First District Court of Appeal ruled that "neither discretionary-function nor legislative immunity shields local governments and officials from the challenged statutes," thereby reversing the opinion of the trial court. On April 23, 2021, the Plaintiffs filed a petition with the First District Court of Appeal, requesting the court certify the question of legislative immunity and government function immunity to the Florida Supreme Court as being of great public importance. The motion for certification was denied on May 17, 2021. The Petitioners filed notices to invoke the Florida Supreme Court's discretionary jurisdiction on June 16, 2021. On June 25, 2021, the Petitioners filed a Joint Brief on Jurisdiction with Nikki Fried, Commissioner of Agriculture and Consumer Services. The Petitioners now await a decision from the Florida Supreme Court as to whether they will accept or deny discretionary review.
- Continues to assist outside counsel in defending Leon County in *Fraser v. Williams and Leon County* and *Leon County v. Barkley Security Agency, LLC*, wherein the Plaintiff alleges misconduct by the Defendant Williams who was an employee of a County subcontractor at the time of the alleged incidents at the Leon County Pre-trial Intervention office. On March 9, 2021, Leon County and Barkley Security Agency entered into a settlement agreement regarding the third-party complaint in this matter; however, Barkley Security Agency has not yet complied with the terms of the settlement agreement, and both the main action and the third-party complaint remain pending. Leon County filed a *Motion for Summary Judgment* on June 29, 2021, as to the remaining litigation.

In the past 12 months, the County Attorney's Office has responded to over 1,300 requests for legal advice or assistance, including reviewing, preparing, and/or signing ordinances, resolutions, proclamations, agenda items, contracts, various housing, land use, and other real estate documents, as well as claims, employment, procurement, and litigation documents. Office personnel have assisted with significant revisions to the Code of Laws concerning the Building Code, Floodplain Management, and Affordable Housing Assistance, as well as the creation of a Government Operational District, amendments to various elements of the Comprehensive Plan, and amendments to the Code of Ethics related to lobbyist regulations. The County Attorney's Office continues to be active in efforts to keep the County's lakes clean and has worked diligently with the Florida Department of Environmental Protection and the U.S. Environmental Protection Agency to reduce nutrient levels coming into Lake Talquin from Georgia.

Leon County Fiscal Year 2022 Tentative Budget

County Attorney's Office

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,646,900	1,451,758	1,529,627	(23,832)	1,505,795	1,548,903
Operating	438,179	560,188	568,804	3,950	572,754	575,129
Capital Outlay	6,828	-	-	-	-	-
Total Budgetary Costs	2,091,907	2,011,946	2,098,431	(19,882)	2,078,549	2,124,032

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
County Attorney	2,091,907	2,011,946	2,098,431	(19,882)	2,078,549	2,124,032
Total Budget	2,091,907	2,011,946	2,098,431	(19,882)	2,078,549	2,124,032

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	2,091,907	2,011,946	2,098,431	(19,882)	2,078,549	2,124,032
Total Revenues	2,091,907	2,011,946	2,098,431	(19,882)	2,078,549	2,124,032

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
County Attorney	12.00	12.00	12.00	(1.00)	11.00	11.00
Total Full-Time Equivalents (FTE)	12.00	12.00	12.00	(1.00)	11.00	11.00

County Attorney's Office (001-120-514)

Goal	The goal of the County Attorney's Office is to provide high quality legal representation on behalf of the Board of County Commissioners, all departments and divisions under the Board, the County Administrator, Leon County employees in their employment capacity, and certain other boards and officials of Leon County as directed by the Board of County Commissioners.
Core Objectives	1. Advise, counsel, and provide legal opinions to clients. 2. Represent clients in litigation matters before the courts. 3. Represent clients before administrative agencies such as the Division of Administrative Hearings, Code Enforcement Board, and Board of Adjustment and Appeals. 4. Represent clients in employment related matters before agencies such as the Florida Commission on Human Relations, the Equal Employment Opportunity Commission, and the Agency for Work Force Innovation. 5. Prepare materials and presenting workshops to the Board of County Commissioners. 6. Research and drafting for Board consideration legal documents such as contracts, ordinances, resolutions, and policies. 7. Review documentation relating to subdivision approval, including plats, maintenance agreements, and restrictive covenants. 8. Prepare and review legal advertisements relating to the adoption of ordinances and certain meetings of the Board of County Commissioners. 9. Represent clients in negotiating real estate contracts. 10. Commence eminent domain lawsuits on behalf of Leon County, when necessary. 11. Represent clients in road widening projects and drainage improvement projects. 12. Provid legal education seminars to Senior Management staff.
Statutory Responsibilities	Chapter 112, Florida Statutes, Public Officers and Employees; Chapter 119, Florida Statutes, Public Records; Chapter 73, Florida Statutes, Eminent Domain; Chapter 74, Florida Statutes, Proceedings Supplemental to Eminent Domain; Chapter 127, Florida Statutes, Right of Eminent Domain to Counties; Section 2, Leon County, Florida, Charter; Section 2, Leon County Administrative Code.
Advisory Board	None

County Attorney (001-120-514)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,646,900	1,451,758	1,529,627	(23,832)	1,505,795	1,548,903
Operating	438,179	560,188	568,804	3,950	572,754	575,129
Capital Outlay	6,828	-	-	-	-	-
Total Budgetary Costs	2,091,907	2,011,946	2,098,431	(19,882)	2,078,549	2,124,032

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	2,091,907	2,011,946	2,098,431	(19,882)	2,078,549	2,124,032
Total Revenues	2,091,907	2,011,946	2,098,431	(19,882)	2,078,549	2,124,032

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
County Attorney	1.00	1.00	1.00	-	1.00	1.00
Deputy County Attorney	1.00	1.00	1.00	-	1.00	1.00
Asst. County Attorney	3.00	3.00	2.00	1.00	3.00	3.00
Sr. Asst County Attorney	-	-	1.00	-	1.00	1.00
Legal Administrator	1.00	1.00	1.00	-	1.00	1.00
Paralegal	1.00	1.00	1.00	-	1.00	1.00
Sr. Paralegal	1.00	1.00	1.00	-	1.00	1.00
Legal Records Manager	1.00	1.00	1.00	-	1.00	1.00
Sr. Legal Assistant	1.00	1.00	1.00	-	1.00	1.00
Legal Assistant	1.00	1.00	1.00	(1.00)	-	-
Administrative Associate III	1.00	1.00	1.00	(1.00)	-	-
Total Full-Time Equivalents (FTE)	12.00	12.00	12.00	(1.00)	11.00	11.00

The major variances for the FY 2022 County Attorney budget are as follows:

Increase to Program Funding:
1. Operating in the amount of $3,950 is associated with the new Assistant County Attorney position work station set-up.

Decreases to Program Funding:
1. Personnel cost related to an additional Assistant County Attorney position to properly address the County's legal needs. This additional position is offset after a workload review indicated two vacant administrative positions were no longer needed to support the attorneys. This overall decrease is offset by the costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2022 Tentative Budget

Department of Public Works

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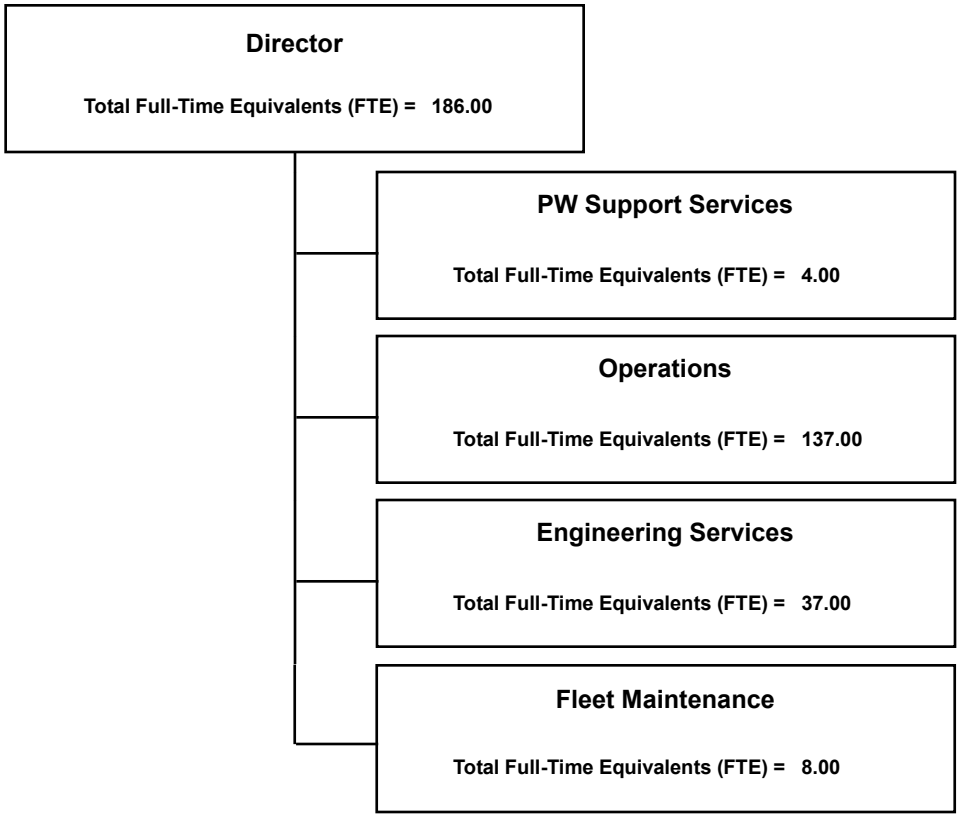
Leon County Fiscal Year 2022 Tentative Budget

Department of Public Works



Executive Summary

The Public Works section of the Leon County FY 2022 Annual Budget is comprised of Support Services, Operations, Engineering Services, and Fleet Management.

Support Services provides oversight, policy development, and coordination of departmental activities. The Operations Division, which consists of Transportation Maintenance, Right-of-Way, Stormwater, and Mosquito Control, manages programs that support transportation, roadside beautification, stormwater maintenance, and mosquito control. Engineering Services provides services for the construction and maintenance of transportation and stormwater-related infrastructure, implementation of water quality improvement projects, design of buildings and recreation facilities, and inspection/construction management. Fleet Management provides maintenance and repair of County-owned and operated vehicles.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Department of Public Works' Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the Department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS
Support Services continued coordination with Development Support & Environmental Management, PLACE, CRTPA, Florida Department of Transportation, and the City of Tallahassee to ensure proper planning, construction, and maintenance of the County's transportation and stormwater related infrastructure. Additionally, in FY 2021 the Division successfully completed the American Public Works Association (APWA) accreditation evaluation and was awarded the designation of APWA Accredited Agency.

During FY 2021, Mosquito Control was awarded a Florida Department of Environmental Protection Waste Tire Amnesty Event grant in the amount of $15,000. The grant will support the transportation and processing costs for waste tires collected during the event to reduce mosquito breeding locations. In FY 2021, the Operations staff completed construction of the Seminole Radio Control Airfield Relocation which included items such as pole barn shelter, concrete paved pilot area and sidewalks.

Engineering Services is responsible for providing the public with professional services for the construction and maintenance of infrastructure to enhance our community's quality of life. The Division provides in-house design services for construction projects, performs design reviews, manages projects designed by consultants, inspects and performs quality control of new subdivision construction, and offers engineering support to other Leon County departments as needed. Additionally, Engineering provides water quality monitoring services at 73 sites throughout Leon County including all major water bodies. In FY 2020, the Division began construction of the Apalachee Regional Park Cross Country Facility improvements in preparation for hosting the 2021 NCAA Cross-Country Championship. Improvements include a multipurpose building/restroom facility, stage, finish line structure, sidewalk, landscaping, signage, and three wildlife viewing platforms, a signature entry road with a roundabout, two new entrance signs with associated landscape and irrigation, and a Kayak Launch and Boardwalk. The Meridian Road Cross Drain Upgrade and Drainage Improvement project was completed in FY 2021. These improvements address both water quality and historic flooding in the southeast area of Lake Jackson.

The Fleet Management Division is responsible for providing quality repairs and maintenance of vehicles and equipment for the Board of County Commissioners and all Constitutional Offices, excluding the Sheriff's Office. Fleet Management provides road and field service repairs on stationary equipment and disabled vehicles. As part of the ongoing green fleet Strategic Initiative efforts, the Fleet Division has replaced 49 fleet vehicles and equipment with alternative fuel replacements. In FY 2020, the Division purchased the County's first electric vehicle. In FY 2022, the Fleet Division plans to procure three additional electric vehicles in support of the goal of having 30% of the County's light duty fleet electric before 2030.

Leon County Fiscal Year 2022 Tentative Budget

Public Works Business Plan

Mission Statement

The mission of the Leon County Department of Public Works is to provide safe, efficient, and sustainable roadways and transportation amenities, stormwater facilities, and vehicle fleet throughout Leon County that enhance its livability, environment and economic vitality.

Strategic Priorities

Environment

- EN1 – Protect the quality and supply of our water.
- EN2 – Conserve and protect environmentally sensitive lands and our natural ecosystems.
- EN3 – Promote orderly growth and sustainable practices.

Quality of Life

- Q3 – Provide essential public safety infrastructure and services.
- Q5 – Support strong neighborhoods.
- Q6 – Promote livability, health and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people.

Strategic Initiatives

1. Implement the adopted Basin Management Action Plan (BMAP) for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (EN1, EN2)	Complete - Ongoing
2. Implement the Apalachee Landfill closure process in an environmentally sensitive manner which complements the master planning for the site. (EN3)	Complete - Ongoing
3. Support the protection of Lake Talquin. (EN1)	Complete- Ongoing
4. In partnership with the Canopy Roads Committee, update and implement the long term management plan for the Canopy Roads including an active tree planting program. (EN3)	Ongoing
5. Reduce nitrogen impacts in the PSPZ (primary springs protection zone) by identifying cost effective and financially feasible ways including: A.) Develop a septic tank replacement program. (EN1, EN2) B.) Evaluate requiring advanced wastewater treatment for new construction. (EN1, EN2)	Ongoing
6. Increase safety in the unincorporated area through the development of a new street lighting program and evaluation of the need for additional signage. (Q3)	Complete- Ongoing
7. Continue to work with the state as a host community in evaluating pilot technologies for new advanced wastewater treatment septic tanks. (EN1, EN2, EN3)	Complete
8. Continue to work with the state to seek matching grants to convert septic to sewer systems. (EN1, EN2, EN3)	Complete
9. Continue to work with the Florida Department of Transportation for safety improvements on State and County roadways to include accessibility enhancements, street lighting installations, sidewalk additions, safety audits, and intersection improvements. (Q5, Q6)	Complete- Ongoing
10. To increase information available to the public regarding blue-green algae blooms, fishing advisories, invasive species, and general water quality, add education kiosks at Leon County boat landings. (EN1, EN2)	Ongoing
11. Ensure County's water quality and stormwater regulations, programs and projects are evaluated and implemented holistically to advance the County's adopted strategic priority: to protect the quality and supply of our water. (EN1)	Ongoing
12. Develop a formal policy to implement the private dirt road safety stabilization program to be funded through L.I.F.E. (2% of sales tax extension) (Q5, Q6)	Complete
13. Evaluate and implement options to address chronic speeding and traffic issues in the Northeast and along Deer Lake Road. (Q5)	Complete

Leon County Fiscal Year 2022 Tentative Budget

Public Works

Actions

1. A). Complete the Belair/Annawood Springs Restoration Grant Project for Septic to Sewer Upgrade. B). Complete the Northeast Lake Munson Springs Restoration Grant Project for Septic to Sewer Upgrade. C). Coordinate with Florida Department of Environmental Protection on Woodville Septic to Sewer Project potentially funded through the Springs Restoration Grant Program. D). Completed the Woodside Heights Springs Restoration Grant for Septic to Sewer Upgrade. E). Provide education on proper operation and maintenance of septic tanks and impacts to groundwater if not properly maintained.	Engineering
2. A). Identified cost savings projects that staff can perform internally to eliminate expenses associated with Closure Construction. B). Worked with DEP to modify Closure Construction requirements associated with the Geosynthetic Liner between the Cells D and Class Three south. C). Modify the original design of the Landfill Closure Project and seek FDEP approval of the modification. D). Prepare an agenda item requesting Board approval to award the bid for the Landfill Closure once design modifications have been completed. E). Conduct geotechnical test in preparation of material hauling from F.A. Ash Borrow Pit during the design modifications to save time and costs in the continuing closure process.	Operations: Right-of-Way
3. A). Monitor FDEP development of a Total Maximum Daily Load for the Ochlockonee River and Lake Talquin to protect and restore the resource. B). Obtain additional water quality samples to determine what, if any, further actions are needed for the Leon County discharges directly into Lake Talquin.	Engineering
4. The County and the City adoption of the revised Canopy Road management plan.	Operations: Right-of-Way
5. A). Developed Septic Tank Replacement Program Policy for Board Approval, including a local grant program to upgrade replacement system to high nitrogen removing systems at no additional expense to property owner. B). Identify impacts of requiring nitrogen-reducing OSTDS or connection to the City of Tallahassee advanced wastewater treatment system for any new construction.	Engineering
6. A). Board adopted Street Lighting Eligibility Criteria and Implementation Policy. Funding for street lighting contemplated in the Capital Improvement Plan budget. B). Status report on the installation of street lights on the proposed intersections.	Engineering
7. A). Developed the Pilot program Selection Policy for Board Approval. B). Installation of advanced wastewater treatment septic tanks as part of FDEP Pilot Project.	Engineering
8. A). Received State Springs Restoration Grant funding for Woodville Sewer Design, Lake Munson and Belair/Annawood sewer system, and the Woodside Heights Wastewater Retrofit projects. B). Delineate areas of the Wakulla Springs BMAP Priority Focus Area 1 to request construction funds for central sanitary sewer from the Springs Restoration Grant Program. C). Annually update the Tentative Water Quality and Springs Restoration Implementation Plan.	Engineering
9. A). Coordinated with Florida Department of Transportation to add street lights at intersections included in the Street Lighting Project List. B). Coordinated with Florida Department of Transportation to implement intersection improvements at, Lafayette Street, Old Bainbridge, Knots Lane, Smith Creek, North Monroe from Harriet Drive to Clara Kee Boulevard and Oak Ridge Road and Wakulla Springs Road, and Old Bainbridge Road at Capital Circle Northwest. C). Coordinated with Florida Department of Transportation to complete sidewalk construction on North Monroe from Harriet Drive to Clara Kee Boulevard. D). Continue to explore grant opportunities for Florida Department of Transportation's Safe Routes to School grant funding to complete the Safe routes to School sidewalk list.	Engineering
10. Installed informational kiosks at Leon County boat landings.	Engineering
11. Presented a report on the County's current water quality and stormwater initiatives to the Board.	Engineering
12. A). Presented the Rural Road Safety Stabilization Program Policy to the Board. B). Began accepting requests for participation in the Rural Road Safety Stabilization Program	Engineering Transportation
13. A). Developed a Traffic Calming Program Policy for Board Approval and distributed Traffic Calming Program (Petition to Study) requirements to interested residential neighborhoods.	Engineering Transportation

Leon County Fiscal Year 2022 Tentative Budget

Public Works

Bold Goals and Five-Year Targets

Bold Goal: *Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone (PSPZ). (BG2)*

	FY 2017 through FY 2021	Total
Septic Tanks Removed	610 In Progress[1]	610

Target: *Plant 15,000 trees including 1,000 in canopy roads. (T5).*

	FY 2017	FY 2018	FY 2019[2]	FY 2020	FY 2021	Total
Total Trees[2]	585	713	938	1,713	775	4,724
Canopy Road Area[3]	18	73	496	522	100	1,209

Target: *Ensure 100% of new County building construction, renovation and repair utilize sustainable design. (T6)*

	FY 2017 through FY 2021	Total
% Sustainable Design	See Note #4	100%

Target: *Construct 30 miles of sidewalks, greenways and trails. (T8)*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Sidewalk Miles[5]	1.1	3.8	1.75	2.95	3.48	13.10

Target: *Construct 100 fire hydrants. (T10)*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Fire Hydrants Constructed[7]	15	17	16	20	32	100

Notes:

1. Since FY 2019, a total of 186 septic tanks were eliminated through the completion of the Woodside Heights Septic to Sewer Project and launch of the Advanced Septic System Pilot Program. An additional 424 are planned or in progress, for a total of 610.
2. This only reflects the number of trees planted by Public Works, including the trees planted through the Adopt-A-Tree Program. Other Departments, such as Parks & Recreation, also plant trees.
3. To support the planting of 1,000 trees in the canopy roads, the County will work with the Canopy Roads Committee to update the long-term management plan for the Canopy Roads including an active tree planting program. Recurring funding has been included in the Public Works budget since FY 2018 to develop an active canopy road tree planting program, estimated to plant 1,000 trees on canopy roads between FY 2018 and FY 2021.
4. To achieve this Target, staff has been working to implement policies and procedures that will ensure sustainable design is utilized in 100% of new construction, renovation, and repair. For instance, staff has developed material standards for small renovations such as painting and carpet installation, and staff are also working to incorporate Green Building criteria into the next update of the Facilities Design Guidelines.
5. This only reflects the number of sidewalk and trail miles constructed by Public Works. Other Departments, such as Parks & Recreation and Blueprint also construct sidewalks, greenways, and trails. Public Works' contribution to this target will be accomplished through the continued implementation of the County's Sidewalk Program and other transportation capital projects.
6. Fire hydrant construction is subject to available funding. Budgeted outyears tentatively allocate $150,000 annually for the construction of new fire hydrants. Of this, $50,000 is dedicated for a matching program which allows a HOA or citizen and the County to evenly share in the cost of hydrant installations. To meet this target, Public Works is working with Talquin Electric Cooperative to expedite installation of fire hydrants on the Prioritization List. Talquin has agreed to use an outside contractor to perform installations.

**** The Board is anticipated to develop a new set of Targets and Goals at its January 2022 Retreat as part of the next strategic planning cycle.***

Leon County Fiscal Year 2022 Tentative Budget

Department of Public Works

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	11,187,955	12,259,342	13,412,743	72,686	13,485,429	13,884,673
Operating	5,387,265	7,102,308	7,033,968	162,237	7,196,205	7,223,835
Capital Outlay	29,707	-	-	-	-	-
Total Budgetary Costs	16,604,927	19,361,650	20,446,711	234,923	20,681,634	21,108,508

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
PW Support Services	613,997	627,095	646,019	2,485	648,504	665,291
Operations	9,917,268	11,702,754	12,609,646	209,851	12,819,497	13,016,472
Engineering Services	3,551,303	3,958,223	4,218,780	156,848	4,375,628	4,494,936
Fleet Management	2,522,359	3,073,578	2,972,266	(134,261)	2,838,005	2,931,809
Total Budget	16,604,927	19,361,650	20,446,711	234,923	20,681,634	21,108,508

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	543,513	807,504	857,151	(52,156)	804,995	816,134
106 Transportation Trust	10,517,457	12,224,341	13,018,053	398,352	13,416,405	13,692,967
123 Stormwater Utility	2,990,424	3,223,759	3,566,773	22,988	3,589,761	3,635,130
125 Grants	31,173	32,468	32,468	-	32,468	32,468
505 Motor Pool	2,522,359	3,073,578	2,972,266	(134,261)	2,838,005	2,931,809
Total Revenues	16,604,927	19,361,650	20,446,711	234,923	20,681,634	21,108,508

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Engineering Services	36.00	36.00	36.00	1.00	37.00	37.00
Fleet Management	9.00	9.00	9.00	(1.00)	8.00	8.00
Operations	138.00	138.00	138.00	(1.00)	137.00	137.00
PW Support Services	4.00	4.00	4.00	-	4.00	4.00
Total Full-Time Equivalents (FTE)	187.00	187.00	187.00	(1.00)	186.00	186.00

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operations	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Support Services (106-400-541)

Goal	The goal of the Department of Public Works Support Services is to effectively serve the residents of Leon County by planning, developing, and maintaining quality infrastructure. This is accomplished by delivering environmentally sensitive and cost-effective products and services in order to achieve a high quality of life that includes health and safety, human comfort, and convenience.
Core Objectives	1. Provide oversight, monitoring, policy development and coordination of the seven divisions and multiple budget programs within the Department. 2. Coordinate the department-wide submission of the Annual Budget and Capital Improvement Program and manage capital improvement projects. 3. Coordinate Board meeting agenda items and other related correspondence. 4. Coordinate department travel requests and expense reports. 5. Respond to citizen inquiries related to water quality, transportation, right of way, and stormwater infrastructure. 6. Provide quality control relative to approximately 187 employee's annual appraisals, in addition to quarterly purchasing card audits. 7. Provide records management for entire department.
Statutory Responsibilities	Florida Statute, Chapter 119 "Public Records Law"; *Leon County Code of Laws, Chapter 10 "Comprehensive Plan"; Moving Ahead for Progress in the 21st Century (MAP-21); Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU); Florida Constitution Article 12 (9)(c)(5); Florida Statute 206.47(7); Florida Statute 206.875; Florida Statute 206.60; Florida Statute 336.021; Florida Statute 336.025
Advisory Board	Capital Regional Transportation Planning Agency (CRTPA) Transportation Technical Advisory Committee; Transportation Planning Advisory Committee; Florida Department of Transportation; Blueprint Technical Coordinating Committee; Development Review Committee

Support Services (106-400-541)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	465,987	474,631	494,696	2,485	497,181	512,869
Operating	148,009	152,464	151,323	-	151,323	152,422
Total Budgetary Costs	613,997	627,095	646,019	2,485	648,504	665,291

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
106 Transportation Trust	613,997	627,095	646,019	2,485	648,504	665,291
Total Revenues	613,997	627,095	646,019	2,485	648,504	665,291

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Director of Public Works	1.00	1.00	1.00	-	1.00	1.00
Administrative Services Manager	1.00	1.00	1.00	-	1.00	1.00
Records Manager	1.00	1.00	1.00	-	1.00	1.00
Operations Analyst	-	-	1.00	-	1.00	1.00
Sr. Administrative Associate I	1.00	1.00	-	-	-	-
Total Full-Time Equivalents (FTE)	4.00	4.00	4.00	-	4.00	4.00

The major variances for the FY 2022 Support Services budget are as follows:

Increases to Program Funding:
1. Personnel costs associated with the reclassification of the Sr. Administrative Associate to an Operations Analyst to partially absorb the duties of the eliminated Administrative Associate V position in Fleet Maintenance and the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.

Decreases to Program Funding:
1. Decrease of $1,141 in rental and leases is associated with adjusting and realigning copier charges within the department.

Operations Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	6,744,744	7,727,407	8,651,662	(14,732)	8,636,930	8,888,630
Operating	3,143,917	3,975,347	3,957,984	224,583	4,182,567	4,127,842
Capital Outlay	28,607	-	-	-	-	-
Total Budgetary Costs	9,917,268	11,702,754	12,609,646	209,851	12,819,497	13,016,472

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Mosquito Control (001-216-562)	543,513	807,504	857,151	(52,156)	804,995	816,134
Mosquito Control Grant (125-214-562)	31,173	32,468	32,468	-	32,468	32,468
Right-Of-Way Management (106-432-541)	2,375,011	2,939,347	3,153,409	109,986	3,263,395	3,332,168
Stormwater Maintenance (123-433-538)	2,990,424	3,223,759	3,566,773	22,988	3,589,761	3,635,130
Transportation Maintenance (106-431-541)	3,977,146	4,699,676	4,999,845	129,033	5,128,878	5,200,572
Total Budget	9,917,268	11,702,754	12,609,646	209,851	12,819,497	13,016,472

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	543,513	807,504	857,151	(52,156)	804,995	816,134
106 Transportation Trust	6,352,157	7,639,023	8,153,254	239,019	8,392,273	8,532,740
123 Stormwater Utility	2,990,424	3,223,759	3,566,773	22,988	3,589,761	3,635,130
125 Grants	31,173	32,468	32,468	-	32,468	32,468
Total Revenues	9,917,268	11,702,754	12,609,646	209,851	12,819,497	13,016,472

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Mosquito Control	6.20	6.20	6.20	(1.00)	5.20	5.20
Transportation Maintenance	54.00	54.00	55.00	-	55.00	55.00
Right-Of-Way Management	35.00	35.00	34.00	-	34.00	34.00
Stormwater Maintenance	42.80	42.80	42.80	-	42.80	42.80
Total Full-Time Equivalents (FTE)	138.00	138.00	138.00	(1.00)	137.00	137.00

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Mosquito Control	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Operations – Transportation Maintenance (106-431-541)

Goal	The goal of the Public Works, Division of Operations Transportation Program is to provide for the safety, comfort, and convenience of the public by creating, maintaining, and managing infrastructure and programs supporting transportation, roadside beautification, and stormwater maintenance. This is accomplished through cost effective, environmentally sensitive, and aesthetically pleasing products and services.
Core Objectives	1. Responsible for the creation, maintenance, management, and preservation of functional, safe, and effective transportation systems for the citizens of Leon County and its visitors. 2. Provide pothole patching and major asphalt repairs. 3. Provide dirt road grading, stabilization, and ditch maintenance. 4. Provide street sign installation and repair. 5. Provide supervision of contract services for various activities on over 660 miles of County roadways. 6. Provide repairs on private roads to citizens through Leon County's Private Road Preventative Maintenance and Repair Program and the L.I.F.E. Rural Road Stabilization Program. 7. Provide bridge and guardrail maintenance. 8. Provide pavement marking installations. 9. Provide Open Grade Mix resurfacing. 10. Provide Open Grade Mix pothole patching and major repairs. 11. Respond to service requests from citizens and internal customers. 12. Provide major and minor roadway shoulder repair. 13. Provide maintenance, repairs and inventory of sidewalks.
Statutory Responsibilities	Florida Statute, Chapter 125.01(1)(m) "Streets and Roads", Chapter 334.03(7), 336.01 "County Road System"; Leon County Code of Laws, Chapter 16 "Streets, Roads, and Public Ways" and Comprehensive Plan; Section II "Transportation", Section III "Utilities", Section IV "Conservation", Section V "Recreation", Section IX "Capital Improvements"
Advisory Board	None

Benchmarking

Priorities	Benchmark Data	Leon County FY 2020 Actual Production MH/Unit	Benchmark (FDOT 4 Year Average Production)
Q3	Pavement Symbols (Plastic)	0.02 man hours/sq ft	0.067 man hours/sq ft
Q3	Plant Mix Patching (Manual)[1]	25.678 man hrs/ton	13.826 man hours/ton
Q3	Major Plant Mix Patching (Mechanical)[2]	6.114 man hrs/ton	1.769 man hours/ton
Q3	Signs (ground signs 30 sq. ft. or less)[3]	0.415 man hrs/sign	0.914 man hours/sign

Source: Florida Department of Transportation 2020

1. Leon County's man hours per unit ratio were slightly higher in FY 2020 than that of FDOT due to vacancies and asphalt repair crew staff diverted to other projects.
2. Leon County's man hours per unit production exceeds FDOT due to additional travel time required to move crews and equipment to multiple small projects, as compared to FDOT's typical large projects.
3. Leon County's man hours per unit production is less than FDOT due to the close proximity, density and size of Leon County signs compared to those of FDOT.

Operations – Transportation Maintenance (106-431-541)

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
Q3	Perform 600 tons/year of major asphalt repairs[1].	618	827	600	600
Q3	Perform 300 tons/year asphalt/pothole patching[2].	286	153	400	300
Q3	Install and repair 7,000 sign panels annually[3].	7,655	7,626	7,000	7,000
Q3	Wash and clean 9,000 sign panels annually[4].	8,211	13,219	9,000	9,000
Q3	Install and refurbish 75,000 sq. ft. of pavement markings and symbols with plastic[5].	61,685	74,018	90,000	75,000
G1	Respond to 90% of work orders within three weeks[6].	78%	82%	90%	90%
Q3	Grade County maintained dirt roads on a 18 day cycle[7].	18 Days	18 Days	18 Days	18 Days
Q3	Perform resurfacing on five miles of Open-Grade Mix roads annually[8].	6.86	2.15	5.00	5.00
Q3	Repair 130 miles/year of shoulders[9].	90.06	119	130	130

Notes:

1. Major asphalt repairs in FY 2020 exceeded the FY 2020 estimate of 600 by 38%, due primarily to repairs associated with the Crowder Road resurfacing and sidewalk projects.
2. The Division used 153 tons of asphalt for pothole patching, short of the FY 2020 estimate of 400. This is due primarily to equipment downtime for repairs and staff vacancies due to the six month hiring freeze. The hiring freeze has been lifted and the department has begun filling vacant positions, however the FY 2022 performance goal has been reduced to reflect current performance trends.
3. The Division installed and repaired 7,626 sign panels in FY 2020, exceeding the FY 2020 estimate of 7,000. This is due in part to the Division fabricating informational and directional signs throughout the County to ensure the health and safety of the public during the COVID-19 pandemic.
4. The Division washed and cleaned 13,219 sign panels in FY 2020, exceeding the FY 2020 estimate. Additional staff were reassigned to this area to address the high number of sign panels requiring maintenance.
5. The Division installed and refurbished 71,018 square feet of pavement markings and symbols in FY 2020, short of the FY 2020 projections of 90,000 square feet. The decrease in the level of productivity is attributed to staff vacancies due to the sixth month hiring freeze as part of the budget balancing strategy implemented to address revenue reductions associated with COVID-19. The hiring freeze has been lifted and the department has begun filling vacant positions, however the FY 2022 performance goal has been reduced to reflect current performance trends.
6. The Division responded to 82% of work orders within three weeks. Response time to work orders varies annually due to various factors such as staff vacancies, weather and the number of service requests received.
7. The Division met the performance goal of grading County maintained dirt roads on an 18-day cycle.
8. The Division resurfaced 2.15 miles of Open-Grade Cold Mix (OGCM) roads in FY 2020. Funding for the OGCM roads was eliminated in FY 2020 as part of the budget balancing strategy implemented to address revenue reductions associated with COVID-19. Based on the current conditions of the OGCM roads, eliminating this funding did not cause any maintenance issues.
9. The Division repaired 119 miles of shoulders in FY 2020, down from the FY 2020 estimates of 130 miles, due to the shoulder repair crew being used on other construction projects as a result of staff vacancies due to the sixth month hiring freeze as part of the budget balancing strategy implemented to address revenue reductions associated with COVID-19. The hiring freeze has been lifted and the department has begun filling vacant positions. It is anticipated productivity will return to normal levels in FY 2022.

Operations - Transportation Maintenance (106-431-541)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	2,893,221	3,123,947	3,455,334	3,583	3,458,917	3,564,301
Operating	1,055,318	1,575,729	1,544,511	125,450	1,669,961	1,636,271
Capital Outlay	28,607	-	-	-	-	-
Total Budgetary Costs	3,977,146	4,699,676	4,999,845	129,033	5,128,878	5,200,572

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
106 Transportation Trust	3,977,146	4,699,676	4,999,845	129,033	5,128,878	5,200,572
Total Revenues	3,977,146	4,699,676	4,999,845	129,033	5,128,878	5,200,572

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Director of Operations	1.00	1.00	1.00	-	1.00	1.00
Transportation Superintendent	1.00	1.00	1.00	-	1.00	1.00
Work Control Coordinator	1.00	1.00	1.00	-	1.00	1.00
Crew Chief II	2.00	3.00	5.00	-	5.00	5.00
Traffic Sign Technician	6.00	6.00	6.00	-	6.00	6.00
In-Mate Supervisor	1.00	1.00	-	-	-	-
Traffic Sign Crew Chief	1.00	1.00	1.00	-	1.00	1.00
Senior Crew Chief Maintenance & Construction	2.00	2.00	2.00	-	2.00	2.00
Sr. Crew Chief Traffic Services	1.00	1.00	1.00	-	1.00	1.00
Equipment Operator	7.00	7.00	7.00	-	7.00	7.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Crew Chief I	4.00	4.00	4.00	-	4.00	4.00
Heavy Equipment Operator	6.00	6.00	6.00	-	6.00	6.00
Service Worker	3.00	3.00	3.00	-	3.00	3.00
Maintenance Technician	8.00	8.00	8.00	-	8.00	8.00
Maintenance Repair Technician	7.00	7.00	7.00	-	7.00	7.00
Sr. Administrative Associate I	1.00	1.00	1.00	-	1.00	1.00
Crew Chief	1.00		-	-	-	-
Total Full-Time Equivalents (FTE)	54.00	54.00	55.00	-	55.00	55.00

The major variances for the FY 2022 Transportation Maintenance budget are as follows:

Increases to Program Funding:
1. Personnel costs associated with an internal reorganization within Operations moving a Crew Chief II position from Right-of-Way and the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19, as well as the adjustment to the Living Wage increasing from $12 per hour to $14 per hour.
2. Contractual services increase of $4,260 related to shoulder beacon maintenance and $75,000 in traffic signal maintenance costs. The traffic signal maintenance costs will be offset by the FDOT reimbursement.
3. Utility services increase of $10,000 related to new street lights added on Capital Circle NW/SE.
4. Vehicle coverage costs increase associated with higher insurance rates.
5. Repairs and maintenance increase of $12,590 is associated with enhanced maintenance for Proctor Road after storm events.
6. Increase of $23,600 is associated with the replacement schedule of equipment for the sign shop which are replaced every two years for small equipment and five years for large equipment due to intensive use.
7. Travel and training increase associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.

Decreases to Program Funding:
1. Decrease of $1,200 is associated with stormwater operating permit renewal which is needed every three years.
2. Decrease of $9,830 is associated with the decrease in fuel consumption estimate.
3. Decrease of $35,320 in vehicle repair is associated with estimated lower vehicle repairs.

Leon County Fiscal Year 2022 Tentative Budget

Department of Public Works

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

Goal	The goal of the Public Works, Division of Operations Right-of-Way Management Program is to provide for the safety, comfort, and convenience of the public by managing programs that support transportation, roadside beautification and stormwater maintenance.
Core Objectives	1. Provide roadside maintenance on over 660 miles of County roadways. 2. Meet the objectives and goals set forth in the Canopy Road Management Plan. 3. Review tree removal requests and prune or remove high risk trees and noxious plants. 4. Manage the Roadside Beautification Program, including the Adopt-A-Tree, Adopt-A-Road, and Tree Bank programs. 5. Perform litter control and roadside mowing to enhance the functionality, safety, and effectiveness of the roadside environment for vehicular and pedestrian traffic. 6. Perform Clear Zone maintenance to provide a safe recovery area along roadways. 7. Respond to service requests from citizens and internal customers. 8. Perform finish cut mowing, edging, mulching, irrigation maintenance, herbiciding, fertilizing, and shrub/tree pruning in landscaped areas of County right-of-ways.
Statutory Responsibilities	Florida Statute, Chapter 125.01(1)(m) "General Authority Over Streets, Roads, etc."; Chapter 334.03(7), 336.01 et seq. "County Road System", Comprehensive Plan, Policy 3.3.2 "Implementation of Urban Forest Management Goals" & "Canopy Roads Management Plan Development and Implementation"
Advisory Board	Canopy Roads Citizen Committee; Tree and Wildlife Committee

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate
T5	Target: Plant 15,000 trees between FY17 – FY21[1]	361	363	705	1,699	500
T5	Target: Plant 1,000 trees in Canopy Roads between FY17 – FY21[2]	0	73	400	522	100

The Board is anticipated to develop a new set of Targets and Goals at its January 2022 Retreat as part of the next strategic planning cycle.

Notes:
1. This only reflects the number of trees planted by the Operations Division. The Engineering and Parks & Recreation Divisions also plants trees.
2. The County will continue to work with the Canopy Roads Committee to update the long-term management plan for the Canopy Roads including an active tree planting program in support of planting 1,000 trees on canopy roads between FY 2018 and FY 2021. This only reflects the number of trees planted by the Operations Division. The Engineering Division also plants trees through planned construction projects on canopy roads.

Benchmarking

Priorities	Benchmark Data	Leon County FY20 Actual MH/Unit	Benchmark (FDOT 4 Year Average Production)
Q3	Roadside Litter Removal[1]	0.69 man hours/acre	1.23 man hours/acre
Q3	Right-of-Way Mowing[1]	0.45 man hours/acre	0.78 man hours/acre
Q3	Finish Cut Mowing[2]	2.90 man hours/acre	2.72 man hours/acre

Source: Florida Department of Transportation 2020
1. Man hours per unit ratios are lower than FDOT due to County right-of-ways being narrower and in closer proximity.
2. FDOT man hours per unit is lower than Leon County's due to FDOT landscape areas being larger and more expansive than Leon County, which results in less FDOT time lost due to mobilization and travel.

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

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
Q3, EN2	Increase the number of Adopt-a-Road litter control groups by 2% over the prior year[1].	5.8%	2.8%	2%	2%
Q3, EN2	Inspect and remove high risk wood on 58 miles of Canopy Roads every three years with an annual average of 19.3 miles[2].	24.31	25.6	19.3	19.3
Q3, EN2	Perform clear zone maintenance on 45 shoulder miles[3].	52	47	40	45
Q3, EN2	Pick up litter on 519 miles of roads four times per year[4].	260	207	519	519
Q3, EN2	Maintain 206.89 acres of landscaped area 9 times per year (Goal: 1,875 acres)[5].	1,140	941	1,875	1,875
G2	Respond to 90% of work orders within three weeks[6].	99%	100%	90%	90%
Q3, EN2	Mow 519 miles, five times during the mowing season (Goal: 2,595 miles)[7].	2,608	2,366	2,595	2,595

Notes:

1. The Division increased the number of Adopt-A-Road litter groups, from 36 to 37 in FY 2020. The Adopt-A-Road Program is 100% driven by public interest; therefore, participation levels vary from year to year.
2. The Division inspected and removed high risk wood from 25.6 miles of Canopy roads in FY 2020, exceeding the FY 2020 performance goal by 33%. The number of miles varies annually due to factors such as the length of the canopy road currently in the inspection cycle and the number of high risk trees, which can increase the number of miles requiring maintenance.
3. The Division performed clear zone maintenance on 47 miles in FY 2020, exceeding the FY 2020 performance goal by 18%. The Division has continued efforts of utilizing specialized equipment to perform the necessary tasks as opposed to manual labor, which has increased productivity over the past few years. The FY 2022 performance goal has been increased from 40 miles to 45.
4. The Division picked up litter on a total of 207 miles of road in FY 2020, a 20% reduction from FY 2019. The decline is attributed to the continued decline in participation of Community Service/Work Program workers due to newly implemented Diversion programs offered by the courts. Additionally, the Community Service/Work Program was suspended in FY 2020 due to COVID-19 restrictions. The programs resumed in Spring 2021, however the performance goal for FY 2022 has been reduced to 300 miles to reflect current performance trends.
5. The Division maintained a total of 941 acres of landscaped area in FY 2020. The decrease is due to staff vacancies. The County implemented a hiring freeze in FY 2020 as part of the budget balancing strategy implemented to address revenue reductions associated with COVID-19, which impacted the Division's ability to fill vacant positions. The hiring freeze has been lifted and the department has begun filling vacant positions. It is anticipated productivity will return to normal levels in FY 2022.
6. The Division responded to 100% of work orders within three weeks, exceeding the 90% performance goal. Response time to work orders varies annually due to various factors such as weather and the number of service requests received.
7. The Division did not meet the FY 2020 estimate, mowing a total of 2,366 miles in FY 2020. This is due primarily to weather related issues and staff vacancies. The County implemented a six moth hiring freeze in FY 2020 as part of the budget balancing strategy implemented to address revenue reductions associated with COVID-19, which impacted the Division's ability to fill vacant positions.

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,477,910	1,906,699	2,132,608	13,986	2,146,594	2,210,545
Operating	897,101	1,032,648	1,020,801	96,000	1,116,801	1,121,623
Total Budgetary Costs	2,375,011	2,939,347	3,153,409	109,986	3,263,395	3,332,168

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
106 Transportation Trust	2,375,011	2,939,347	3,153,409	109,986	3,263,395	3,332,168
Total Revenues	2,375,011	2,939,347	3,153,409	109,986	3,263,395	3,332,168

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
R-O-W Management Superintendent	1.00	1.00	1.00	-	1.00	1.00
In-Mate Supervisor	2.00	2.00	2.00	-	2.00	2.00
Sr. Crew Chief R-O-W Management	2.00	2.00	2.00	-	2.00	2.00
Equipment Operator	4.00	4.00	4.00	-	4.00	4.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Crew Chief I	5.00	5.00	5.00	-	5.00	5.00
Heavy Equipment Operator	2.00	2.00	2.00	-	2.00	2.00
Service Worker	2.00	2.00	4.00	-	4.00	4.00
Maintenance Technician	12.00	12.00	9.00	-	9.00	9.00
Crew Chief	2.00	2.00	2.00	-	2.00	2.00
Work Program Crew Chief	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	35.00	35.00	34.00	-	34.00	34.00

The major variances for the FY 2022 Right-of-Way Management budget are as follows:

Increases to Program Funding:
1. Personnel costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19, as well as the adjustment to the Living Wage increasing from $12 per hour to $14 per hour. In addition costs, reflect a position realignment of 1.0 FTE to Transportation Maintenance as a result of an internal Operations reorganization in FY 2021.
2. Contractual services increase in the amount of $96,000 associated with Right-of-Way maintenance on North Monroe Street from I-10 to the Gadsden County line, as required by an interlocal agreement approved with FDOT.
3. Utility services increase of $18,000 reflects the addition of four new irrigation meters on Thomasville Road as part of the FDOT Maintenance Agreement.
4. Vehicle coverage costs increase associated with higher insurance rates.
5. Training increase associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.

Decreases to Program Funding:
1. Decrease of $4,105 is associated with the decrease in fuel consumption estimate.
2. Decrease of $20,891 in vehicle repair is associated with estimated lower vehicle repairs.

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	1. Maintain and retrofit open and enclosed County owned drainage systems providing for water quality and rate control. 2. Protect citizens against personal injury and private property loss, as well as Leon County from financial loss associated with stormwater runoff. 3. Provide silt removal from open ditches and enclosed stormwater pipe maintenance (mechanically and by hand labor). 4. Sod, hydromulch, seed and hay shoulders, front slopes, back slopes and ditches to prevent erosion. 5. Respond to service requests from citizens and internal customers. 6. Construct and repair concrete structures (i.e. concrete ditch block, concrete ditch pavement, inlets, curbs, and head walls). 7. Conduct routine maintenance such as mowing, tree trimming, and fence repair on stormwater ponds and conveyances. 8. Remove silt from ponds and replace stormwater pond filter systems to ensure proper treatment of stormwater. 9. Repair and stabilize stormwater ponds and conveyances to prevent erosion and future damage to the facility. 10. Conduct inspections of stormwater ponds and conveyance systems to ensure compliance with environmental permits. 11. Maintain vegetation in all County maintained stormwater facilities.
Statutory Responsibilities	Comprehensive Plan: Section II - Transportation; Section III - Utilities; Section IX - Capital Improvements; Federal Non-Point Discharge Elimination System (NPDES) regulations set forth in Section 40 CFR 122.26; State Water Policy: Florida Administrative Code Chapter 62; Rule 62-40.432(2)(c), FAC; Leon County Code of Ordinances, Chapter 10, Article VII, City of Tallahassee Land Development Code, Chapter 5, Section 5-57
Advisory Board	None

Benchmarking

Priorities	Benchmark Data	Leon County FY20 Actual Production MH/Unit	Benchmark (FDOT 4 Year Average Production)
Q3,EN1	Cleaning of Drainage Pipes (Mechanical)[1]	0.099 man hrs./linear ft.	0.120 man hrs./linear ft.
Q3,EN1	Cleaning and Reshaping Roadside Ditches[1]	0.086 man hrs./linear ft.	0.091 man hrs./linear ft.

Source: Florida Department of Transportation 2020

1. Leon County man hour production is slightly lower than FDOT this year due to several of the projects having longer runs of enclosed conveyances and roadside ditches resulting in higher production per project.

Operations - Stormwater Maintenance (123-433-538)

Performance Measures					
Priorities	**Performance Measures**	**FY 2019 Actuals**	**FY 2020 Actuals**	**FY 2021 Estimate**	**FY 2022 Estimate**
G1	Complete 90% of work order requests, excluding major construction projects, within six weeks[1].	61%	84%	90%	90%
Q3,EN1	Clean and reshape 150,000 feet/year of roadside ditches annually[2].	174,245	132,188	150,000	150,000
Q3,EN1	Clean 9,500 feet of drainage pipes annually (Mechanical)[3].	8,970	16,911	9,500	9,500
Q3,EN1	Percent of ponds and associated conveyances mowed two times annually per County Operating Permit requirements[4].	96%	82%	90%	90%
Q3,EN1	Percent of County conveyance systems, not associated with County Operating Permits, mowed one time annually[5].	11%	11%	15%	15%

Notes:

1. The Division completed 84% of work order requests within six weeks, short of the 90% performance goals. This is due in part to staff vacancies; however, response time to work orders varies annually due to various factors such as weather and the number of service requests received.
2. The Division cleaned and reshaped 132,188 feet of roadside ditches in FY 2020. As indicated in #1 above, staffing vacancies and the loss of experienced operators due to the six month hiring freeze as part of the budget balancing strategy implemented to address revenue reductions associated with COVID-19, prevented the Division from meeting this performance goal. The hiring freeze has been lifted and the department has begun filling vacant positions. It is anticipated productivity will return to normal levels in FY 2022.
3. The Division cleaned 16,911 feet of drainage pipes in FY 2020. The Division was able to exceed the performance estimate by 78% due to several of the projects having longer runs of enclosed conveyances.
4. The Division achieved 82% of its goal of mowing all permitted ponds and associated conveyances twice annually per County Operating Permit requirements, which is slightly lower than the 90% performance goal. The decline is due primartily to a reduction in productivity for contract mowing in FY 2020, in addition to staffing vacancies associated with the hiring freeze implemented to address revenue reductions associated with COVID-19. The hiring freeze has been lifted and the department has begun filling vacant positions. It is anticipated productivity will return to normal levels in FY 2022.
5. The Division mowed 11% of County non-permitted conveyance systems in FY 2020. The Division was unable to utilize any inmate work crews throughout the year to perform this activity due to COVID-19 restrictions, which impacted the percentage of conveyance systems mowed.

Operations - Stormwater Maintenance (123-433-538)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,977,097	2,207,428	2,520,775	19,855	2,540,630	2,612,683
Operating	1,013,327	1,016,331	1,045,998	3,133	1,049,131	1,022,447
Total Budgetary Costs	2,990,424	3,223,759	3,566,773	22,988	3,589,761	3,635,130

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
123 Stormwater Utility	2,990,424	3,223,759	3,566,773	22,988	3,589,761	3,635,130
Total Revenues	2,990,424	3,223,759	3,566,773	22,988	3,589,761	3,635,130

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Stormwater Superintendent	0.80	0.80	0.80	-	0.80	0.80
Work Control Coordinator	1.00	1.00	1.00	-	1.00	1.00
Crew Chief II	6.00	6.00	7.00	-	7.00	7.00
In-Mate Supervisor	4.00	4.00	2.00	-	2.00	2.00
Senior Crew Chief Maintenance & Construction	2.00	2.00	2.00	-	2.00	2.00
Equipment Operator	10.00	9.00	10.00	-	10.00	10.00
Crew Chief I	1.00	1.00	1.00	-	1.00	1.00
Heavy Equipment Operator	3.00	4.00	3.00	-	3.00	3.00
Maintenance Technician	14.00	14.00	15.00	-	15.00	15.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	42.80	42.80	42.80	-	42.80	42.80

The major variances for the FY 2022 Stormwater Maintenance budget are as follows:

Increases to Program Funding:
1. Personnel costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19, as well as the adjustment to the Living Wage increasing from $12 per hour to $14 per hour.
2. Contractual services increase in the amount of $3,133 associated with the required CPI increase for the annual street sweeping contract. The yearly rate adjusts if the number of curb miles swept is increased or decreased.
3. Vehicle coverage costs increase associated with higher insurance rates.
4. Increase of $33,390 associated with the renewal cycle for general maintenance and stormwater operating permits which are done on a three year cycle.

Decreases to Program Funding:
1. Decrease in operating supplies of $8,545 associated with the decrease in fuel consumption estimate.
2. Decrease of $14,900 in vehicle repair associated with estimated lower vehicle repair costs.

Operations – Mosquito Control (001-216-562/125-214-562)

Goal	The goal of the Public Works, Division of Operations Mosquito Control Program is to provide Leon County residents and visitors with effective and environmentally sound mosquito control services. Services and educational programs are provided to protect public health and reduce human discomfort associated with large mosquito populations.
Core Objectives	1. Conduct fog truck spraying services during the early evening hours to target active mosquitoes. 2. Provide inspections of citizens' properties, provide educational literature, and make practical recommendations to the residents. 3. Conduct inspections of ponds and pools to determine if they are suitable for introduction of mosquitofish. 4. Provide outreach through the Community Education program by conducting educational presentations to schools, civic organizations, homeowner associations, or other groups interested in learning more about mosquitoes and mosquito control. 5. Inspect wetlands, ponds, ditches, or other areas that may harbor larval mosquitoes and treat small and medium-sized areas immediately with appropriate control materials. For larger areas, an aerial application is scheduled. 6. Conduct aerial larviciding in cooperation with the Leon County Sheriff's Office Aviation Unit. The Division provides the application and navigation equipment, control materials, and support staff. The Leon County Sheriff's Office provides the helicopter, pilot, and aviation support services. 7. Map all mosquito control surveillance and requests to identify mosquito activity clusters that may require additional efforts. 8. Monitor for mosquito-borne diseases using sentinel chicken flocks. Collect blood samples and send to the Florida Department of Health for testing. 9. Collect discarded tires from neighborhoods and dispose of through Leon County Solid Waste Management Division.
Statutory Responsibilities	Florida Statutes, Chapter 388 and Florida Administrative Code, Chapter 5E-13; Generic Permit, DEP Document 62-621.300(8)(e), Florida Administrative Code (F.A.C.)
Advisory Board	None

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
Q3, G1	75% of mosquito larva requests responded to in three days[1].	66%	35%	75%	75%
Q3, G1	75% of adult mosquito spraying requests responded to in three days[2].	80%	53%	75%	75%

Notes:
1. The Division responded to 35% of mosquito larva requests in three days, short of the 75% performance goal. This is due primarily to staff vacancies due to the six month hiring freeze implemented in FY 2020 as part of the budget balancing strategy implemented to address revenue reductions associated with COVID-19.
2. The truck spraying activities are conducted on the streets at nighttime and are directed at adult mosquitoes which are active at night. The Division responded to 53% of adult mosquito spraying requests within three days, short of the 75% performance goal. This is due to staffing shortages for daytime OPS personnel caused by COVID-19 restrictions.

Operations - Mosquito Control (001-216-562)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	396,516	489,333	542,945	(52,156)	490,789	501,101
Operating	146,997	318,171	314,206	-	314,206	315,033
Total Budgetary Costs	543,513	807,504	857,151	(52,156)	804,995	816,134

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	543,513	807,504	857,151	(52,156)	804,995	816,134
Total Revenues	543,513	807,504	857,151	(52,156)	804,995	816,134

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Stormwater Superintendent	0.20	0.20	0.20	-	0.20	0.20
Mosquito Control Supervisor	1.00	1.00	1.00	-	1.00	1.00
Mosquito Control Technician	2.00	2.00	2.00	-	2.00	2.00
Crew Chief II	2.00	2.00	2.00	(1.00)	1.00	1.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	6.20	6.20	6.20	(1.00)	5.20	5.20

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Mosquito Control Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2022 Mosquito Control budget are as follows:

Decreases to Program Funding:
1. Decreases in personnel costs are related to the elimination of a Crew Chief II position, which in addition to the elimination of the vacant Fleet Administrative Associate V position, allows for the addition of a new Mechanical, Electrical and Plumbing Engineer position offset by the increased costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Decrease in vehicle repair of $2,509 associated with estimated lower vehicle repairs.

Increases to Program Funding:
1. Vehicle coverage costs increase associated with higher insurance rates.
2. Training increase associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.

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

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	31,173	32,468	32,468	-	32,468	32,468
Total Budgetary Costs	31,173	32,468	32,468	-	32,468	32,468

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
125 Grants	31,173	32,468	32,468	-	32,468	32,468
Total Revenues	31,173	32,468	32,468	-	32,468	32,468

The FY 2022 Mosquito Control Grant budget is recommended at the same funding level as the previous fiscal year.

Engineering Services (106-414-541)

Goal	The goal of the Department of Public Works Engineering Services is to provide the public with professional services for the construction and maintenance of cost-effective infrastructure to enhance our community's quality of life.
Core Objectives	1. In-house design using County staff and consultants to design projects for construction, either for Capital Improvement Projects or for smaller identified projects; engineering support for activities such as maintenance of existing facilities and repairs or construction of infrastructure for the Operations Division, Fleet Management Division, Solid Waste Management Division, Office of Resource Stewardship, and Office of Public Safety. Evaluates, performs design reviews, manages, inspects, and performs quality control of new subdivision construction and other projects creating infrastructure for County ownership and maintenance. Also, processes subdivision plats for recording in the public records, reviewing with developers and their consultants, as well as preparing agendas to present plat and associated agreements to the Board. 2. Representation of the County at meetings of County interests, such as utility coordination, construction coordination, sidewalk and pedestrian infrastructure coordination. Responsible for Interagency Coordination including: representing Leon County's Stormwater interests with Blueprint Program administration and capital project implementation, participating in the annual review of tax deeds, representing Leon County Public Works with citizen committees (Science Advisory & Water Resources Committees), coordinating with state, federal, and local agencies regarding water resource priorities and public health concerns, and providing technical support for permitting and litigation actions. 3. Represents the County in property acquisitions for Capital Improvement projects in the eminent domain process. Responds to requests from other departments/divisions for delineation of County property and easements, which also includes preparing and/or reviewing legal descriptions, sketches, and maps for the acquisition or disposition of property; easements, or other real estate interest. In addition, the preparation and/or review of legal descriptions, sketches and maps for the County Attorney's Office and other departments; responding to the Board for information regarding land ownership issues; and assists with the new County-owned property inventory list. 4. Responsible for the administration of the Stormwater Utility Program, the Water Quality Monitoring/Total Maximum Daily Load (TMDL) Program and implementation of the National Pollutant Discharge Elimination Systems (NPDES) standards for public drainage systems. Provide technical support for implementing the management strategies outlined in the Wakulla Springs BMAP. 5. Responsible for Infrastructure Operations including review of drainage complaints with field staff; responding to citizens, administration, and commission staff; developing operational corrections or scope of required capital project to address complaints, and identification of problem areas. 6. Provides support to the Development Review Division of Development Support & Environmental Management, including; review of drainage and treatment designs for public subdivisions, recommendations of plan modifications to comply with maintenance requirements, ensurance of traffic safety and pedestrian accessibility, identification of drainage problem areas potentially affected by design, coordination with Stormwater Maintenance staff when standards cannot be achieved, and representing Leon County Public Works in review of regional development plans. 7. Responsible for Capital Project Development which includes identifying planning needs to define project scope to correct flooding or water quality concerns, improve roadway levels of services, and enhance traffic and pedestrian safety. Prepares grant applications to support capital projects and provides technical assistance to design staff regarding wetland and water resource protection/restoration, public outreach and coordination. Implements the Water Quality Improvement projects such as the Septic to Sewer and Advanced Septic Tank Retrofit projects. 8. Provides significant public support in response to citizen requests for roadway and traffic issues including, but not limited to; speed studies, stop sign evaluations, striping, warning or advisory sign placement or safety markings and administering the traffic calming program. 9. Manages the Fire Hydrant Installation Program. 10. Provides pavement management evaluation and maintains relative priorities for pavement restoration methodology within the available budget. Significant interaction and coordination is provided to assure that underlying infrastructure is repaired prior to resurfacing. 11. Develops and manages Capital Improvement Projects for County owned facilities and facilities utilized by the Constitutional Offices. 12. Provides professional assistance to Facilities Maintenance with in-house force or consultants.

Engineering Services (106-414-541)

Statutory Responsibilities	Florida Statutes, Chapter 316 "State Uniform Traffic Control", Chapter 336 "County Road System", Chapter 337 "Contracting, Acquisition and Disposal of Property", Chapter 472 "Land Surveying", Chapter 177 "Land Boundaries" ; Leon County Code of Laws, Chapter 10 "Land Development Code", Chapter 13 "Parks and Recreation", Chapter 16 "Streets, Roads, and Public Ways", Chapter 18 "Utilities", Chapter 341 "Public Transit", Chapter 373 "Water Resources", Chapter 471 "Engineering"; Leon County Code of Laws, Chapter 14 "Drainage", Federal Statutes 1972 "Federal Water Pollution Control Act (NPDES: 40 CFR, parts 9, 122, 123,124)", Florida Constitution Article 12(9)(c)(5), Florida Statute 206.47(7), Florida Statute 206.875, Florida Statute 206.60, Florida Statute 336.021, Florida Statute 336.025,Policy 2.2.6 of the Conservation Element of the Comprehensive Plan, Federal Statute 33 U.S.C. Section 1342(p) and Florida Statute Section 403.0885
Advisory Board	Blueprint Technical Coordinating Committee, Parks & Recreation Advisory Team, Community Traffic Safety Team, Bicycle/Pedestrian Advisory Committee, Capital Region Transportation Planning Agency Technical Advisory Committee, Capital Region Transportation Planning Agency, Transportation Alternatives Subcommittee.

Strategic Plan Bold Goals and Five-Year Targets						
Reference	**Measure**	**FY 2017 Actual**	**FY 2018 Actual**	**FY 2019 Actual**	**FY 2020 Actual**	**FY 2021 Estimate**
BG2	**Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone between FY17-FY21[1].**	**610 In Progress**				
T5	**Plant 15,000 trees between FY17-FY21[2].**	**224**	**350**	**233**	**14**	**275**
T5	**Plant 1,000 trees in Canopy Roads between FY17-FY 21[3].**	**18**	**0**	**96**	**0**	**0**
T6	**Ensure 100% of new County building construction, renovation and repair utilize sustainable design[4].**	**See Note #4**				
T8	**Construct 30 miles of sidewalks, greenways and trails between FY17-FY21[5].**	**1.1**	**3.8**	**1.75**	**2.95**	**3.48**
T10	**Construct 100 fire hydrants between FY17-FY21[6].**	**15**	**17**	**16**	**20**	**32**

The Board is anticipated to develop a new set of Targets and Goals at its January 2022 Retreat as part of the next strategic planning cycle.

Notes:

1. Since FY 2019, a total of 186 septic tanks were eliminated through the completion of the Woodside Heights Septic to Sewer Project and launch of the Advanced Septic System Pilot Program. An additional 424 are planned or in progress, for a total of 610.
2. This only reflects the number of trees planted by the Engineering Division through planned construction projects. The Operations Division and other Departments also plant trees every year.
3. This only reflects the number of trees planted by the Engineering Division through planned construction projects. The Operations Division also plants trees on the Canopy Roads every year.
4. To achieve this Target, staff has been working to implement policies and procedures that will ensure sustainable design is utilized in 100% of new construction, renovation, and repair. For instance, staff has developed material standards for small renovations such as painting and carpet installation, and staff are also working to incorporate Green Building criteria into the next update of the Facilities Design Guidelines.
5. This only reflects the number of sidewalk and trail miles constructed by Public Works. Other Departments, such as Parks & Recreation and Blueprint IA also construct sidewalks, greenways, and trails. Public Works' contribution to this target will be accomplished through the continued implementation of the County's Sidewalk Program and other transportation capital projects.
6. Fire hydrant construction is subject to available funding. Budgeted outyears tentatively allocate $150,000 annually for the construction of new fire hydrants. Of this, $50,000 is dedicated for a matching program which allows an HOA or citizen and the County to evenly share in the cost of hydrant installations. With only one request to use the Cost Sharing funds and all originally proposed hydrants installed where feasible by the end of FY 2021, there will be total 91 hydrants installed. Staff has been working with Public Safety Office, Water Service Providers, and Fire Department to develop new hydrant list.

Engineering Services (106-414-541)

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
G1	Manage staff so that not less than 35% of staff time is spent on Capital Improvement Project activities.	35%	35%	35%	35%
EN2, Q3	Review, permit, and inspect for completion of all projects assigned to ensure compliance with County standards.	100%	100%	100%	100%
G1	Maintain subdivision plat review time by Engineering Services to an average of 6 days or less after receipt of complete submittals.	5	5	5	5
G1	Maintain number of Leon County water bodies sampled annually.	40	40	40	40

Notes:
1. The department met the performance goal with 35% of staff time being spent on Capital Improvement Project activities.
2. The department met 100% of its goal to review, permit, and inspect for completion of all projects assigned to ensure compliance with County standards.
3. The department met the performance goal with an average of five days review time for subdivision plats.
4. The department sampled 40 Leon County water bodies in FY 2021.

Engineering Services (106-414-541)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	3,336,679	3,440,392	3,692,170	156,848	3,849,018	3,963,085
Operating	213,524	517,831	526,610	-	526,610	531,851
Capital Outlay	1,100	-	-	-	-	-
Total Budgetary Costs	3,551,303	3,958,223	4,218,780	156,848	4,375,628	4,494,936

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
106 Transportation Trust	3,551,303	3,958,223	4,218,780	156,848	4,375,628	4,494,936
Total Revenues	3,551,303	3,958,223	4,218,780	156,848	4,375,628	4,494,936

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Director of Engineering Services	1.00	1.00	1.00	-	1.00	1.00
Water Resource Scientist	1.00	1.00	1.00	-	1.00	1.00
Construction Manager II	1.00	1.00	2.00	-	2.00	2.00
Chief of Engineering Coordination	1.00	1.00	1.00	-	1.00	1.00
Chief of Engineering Design	1.00	1.00	1.00	-	1.00	1.00
MEP Engineer	-	-	-	1.00	1.00	1.00
Stormwater Management Coordinator	1.00	1.00	1.00	-	1.00	1.00
Customer Support Engineer	1.00	1.00	1.00	-	1.00	1.00
Sr. Design Engineer	3.00	3.00	3.00	-	3.00	3.00
Chief of Construction Management	1.00	1.00	1.00	-	1.00	1.00
County Surveyor	1.00	1.00	1.00	-	1.00	1.00
CAD Technician	3.00	3.00	3.00	-	3.00	3.00
Design Analyst	2.00	2.00	2.00	-	2.00	2.00
Survey Technician II	1.00	1.00	1.00	-	1.00	1.00
Sr. Construction Inspector	2.00	2.00	2.00	-	2.00	2.00
Facilities Project Coordinator	1.00	1.00	-	-	-	-
Engineer Intern	1.00	1.00	1.00	-	1.00	1.00
Senior Engineering Design Specialist	1.00	1.00	-	-	-	-
Chief of Building Engineering	1.00	1.00	1.00	-	1.00	1.00
Water Resource Specialist	1.00	1.00	1.00	-	1.00	1.00
Water Quality Engineer	1.00	1.00	1.00	-	1.00	1.00
Survey Technician I	1.00	1.00	1.00	-	1.00	1.00
Water Resource Limnologist	1.00	1.00	1.00	-	1.00	1.00
Project Engineer	1.00	1.00	1.00	-	1.00	1.00
Design Engineer	-	-	1.00	-	1.00	1.00
Survey Party Chief	1.00	1.00	1.00	-	1.00	1.00
Construction Inspector	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate VI	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Construction Inspection Aide	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	36.00	36.00	36.00	1.00	37.00	37.00

The major variances for the FY 2022 Engineering Services budget are as follows:

Increases to Program Funding:
1. Personnel costs associated with the addition of a new Mechanical, Electrical and Plumbing Engineer position is offset by the elimination of the vacant Fleet Administrative Associate V position and the vacant Mosquito Control Crew Chief II position. Additional increases are related to the reclassification of the following positions: an Engineer Intern to a Design Engineer and a Facilities Project Coordinator to a Construction Manager II, and the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19, as well as the adjustment to the Living Wage increasing from $12 per hour to $14 per hour.
2. Vehicle coverage costs increase associated with higher insurance rates.
3. Increase of $4,546 is associated with estimated higher vehicle repairs.

Fleet Maintenance (505-425-591)

Goal	The goal of the Department of Public Works Fleet Maintenance is to provide the best quality maintenance and repair at the most economical cost to taxpayers of Leon County.
Core Objectives	1. Repair and maintain more than 728 vehicles and equipment for the Board and the Health Department. Additionally, repair and maintenance is provided on 30 vehicles by request on vehicles owned by the Constitutional Officers excluding the Sheriff's Department. 2. Perform preventative maintenance services on light, heavy, and miscellaneous equipment. 3. Procure parts and supplies needed for repairs. 4. Provide road and field service repairs on stationary equipment and disabled vehicles. 5. Repair and maintain computerized Mosquito Control fogging units. 6. Coordinate tire repairs for field service vehicles and normal replacement due to wear and/or damage. 7. Procure, store and distribute more than 550,000 gallons of fuel and more than 4,500 gallons of motor oil annually for Board, Constitutional Offices, and Florida Department of Law Enforcement vehicles. 8. Provide total in house management of fuel reporting system. 9. Coordinate collision repairs as well as vandalism, theft and wrecker service. 10. Develop, implement, and maintain six annual vehicle/equipment Capital Improvement Programs according to County Green Fleet Policy. 11. Implement and maintain total cost concept buying on heavy equipment. 12. Coordinate, maintain, and repair Emergency Medical Services fleet including all ambulances.
Statutory Responsibilities	Code of Federal Regulations (CFR) Chapter 40, Part 279 "Used Oil and Filters" F.S. Chapter 316.2935 "Air Pollution Control Equipment; Tampering Prohibited; Penalty" F.S. Chapter 316.2937 "Motor Vehicle Emission Standards" F.S. Chapter 403.717 "Environmental Control – Waste Tire and Lead-Acid Battery Requirements" F.S. Chapter 403.751 and 403.760 "Environmental Control – Resource Recovery and Management" Florida Department of State Rules 62-710 "Used Oil Management" and 62-711 "Waste Tire Rule"
Advisory Board	None

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G1	Hourly Shop Rate (Light Equipment)	$80.00	$137.18[1]
G1	Hourly Shop Rate (Heavy Equipment)	$80.00	$136.67[2]
G1	Mechanic productivity (based on 2,080 hours annually)	75%	66% to 72%[3]

Benchmark Sources:
1. Based on March 2021 survey of Local Vendor Hourly Labor Cost: Dale Earnhardt Chevrolet - $138.88; Dale Earnhart Buick GMC – $138.88, Boulware Toyota - $124.95, and Tallahassee Ford - $146.00
2. Based on March 2021 survey of Local Vendor Hourly Labor Cost: Beard Equipment - $125.00, Nextran - $150.00, and Ring Power - $135.00
3. The Mechanic Productivity rate is based on data from Beard Equipment and Ring Power, 2021.

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
G1	Number of chargeable hours.[1]	5,514	5,198	5,500	5,500
G1	Number of preventative maintenance services performed.[2]	1,072	1,156	1,000	1,100
EN4	Number of alternative fuel vehicles purchased.[3]	1	3	2	3
EN4	Number of average miles per gallon for hybrid vehicles.[4]	26	26.47	27	29

Notes:
1. The number of chargeable hours decreased for FY20 due to less miles driven as a result of more staff working from home and more services being offered virtually because of COVID-19.
2. The Division preformed 1,156 preventative maintenance services in FY 2020 exceeding the performance goal of 1,000. The continued use of a program to allow some preventative services to be performed by local vendors resulted in an additional 84 services being provided.
3. Fleet continues to increase the number of alternative fuel vehicles purchased to meet the County's long-term goal of reducing petroleum consumption. Fleet purchased two hybrid vehicles and one electric vehicle in FY 2020, exceeding the performance goal.
4. The average mile per gallon (MPG) for hybrid vehicles is currently 26.47, a slight increase from FY 2019. The increase in average miles per gallon for hybrid vehicles can be attributed to enhanced hybrid technology features which have resulted in the production of more fuel-efficient vehicles and driver awareness in regard to idle time and trip planning.

Fleet Maintenance (505-425-591)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	640,545	616,912	574,215	(71,915)	502,300	520,089
Operating	1,881,815	2,456,666	2,398,051	(62,346)	2,335,705	2,411,720
Total Budgetary Costs	2,522,359	3,073,578	2,972,266	(134,261)	2,838,005	2,931,809

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
505 Motor Pool	2,522,359	3,073,578	2,972,266	(134,261)	2,838,005	2,931,809
Total Revenues	2,522,359	3,073,578	2,972,266	(134,261)	2,838,005	2,931,809

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Director of Fleet Management	1.00	1.00	1.00	-	1.00	1.00
Shop Supervisor	1.00	1.00	1.00	-	1.00	1.00
Equipment Mechanic	1.00	1.00	1.00	-	1.00	1.00
Sr. Equipment Mechanic	4.00	4.00	4.00	-	4.00	4.00
Administrative Associate V	1.00	1.00	1.00	(1.00)	-	-
Administrative Associate III	1.00	1.00	-	-	-	-
Administrative Associate IV	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	9.00	9.00	9.00	(1.00)	8.00	8.00

The major variances for the FY 2022 Fleet Management budget are as follows:

Decreases to Program Funding:
1. Decreases in personnel costs are related to the elimination of the vacant Administrative Associate V position, which in addition to the elimination of the vacant Mosquito Control Crew Chief II position, allows for the addition of a of a new Mechanical, Electrical and Plumbing Engineer position, offset by a reclassification of the Administrative Associate III to an Administrative Associate IV to partially absorb the duties of the eliminated position and the increased costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Decrease in Fleet fuel supply in the amount of of $62,346 associated with the decrease in diesel consumption estimate.

Increases to Program Funding:

1. Vehicle coverage costs increase associated with higher insurance rates.
2. Repairs and maintenance increase of $9,630 associated with increased cost for replacement parts and materials for repairs.
3. Increase of $4,922 associated with estimated higher vehicle repairs.

Leon County Fiscal Year 2022 Tentative Budget

Department of Development Support & Environmental Management

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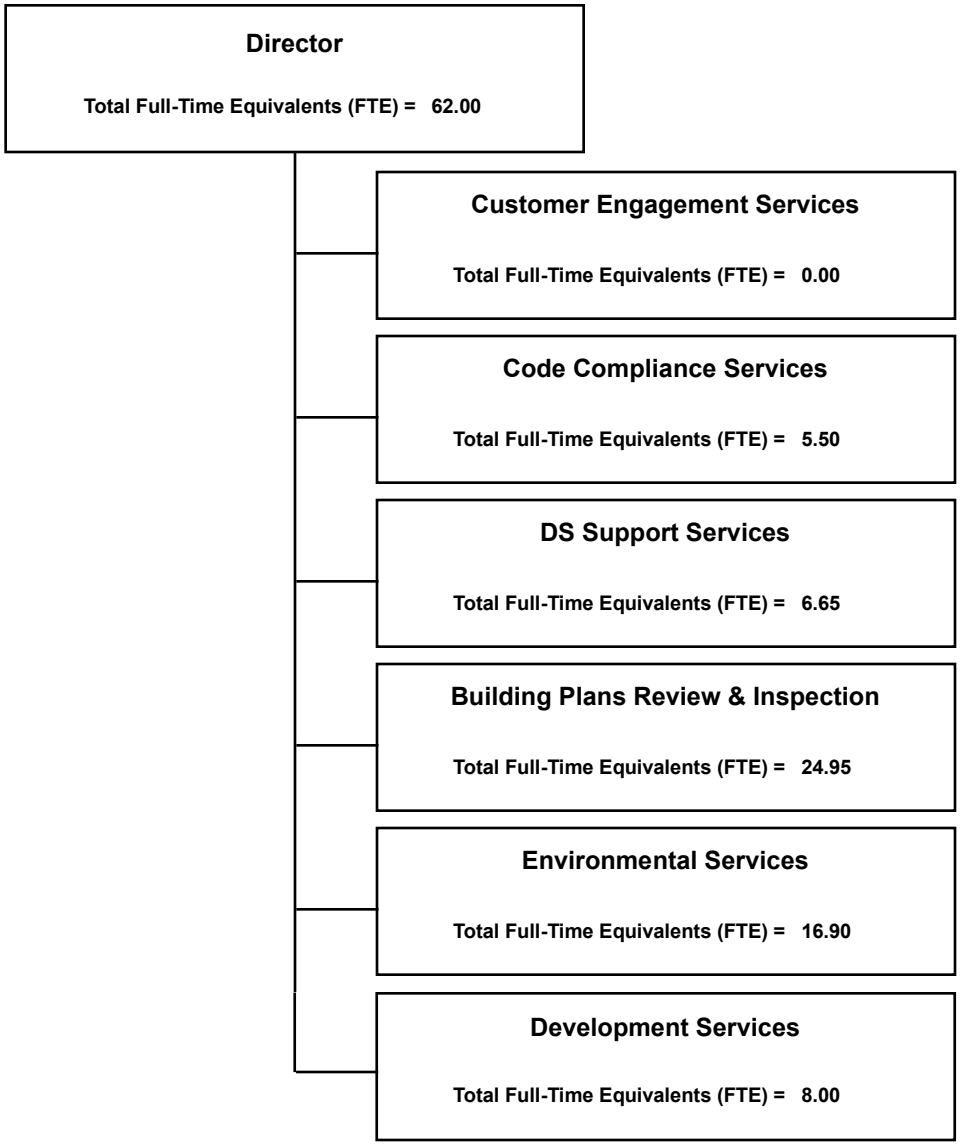
Leon County Fiscal Year 2022 Tentative Budget

Department of Development Support & Environmental Management



Executive Summary

The Department of Development Support and Environmental Management (DSEM) section of the Leon County FY 2022 Annual Budget is comprised of Code Compliance Services, Customer Engagement Services, Support Services, Building Plans Review & Inspection, Environmental Services, Development Services, and Florida Department of Environmental Protection (FDEP) Storage Tank Program.

Code Compliance Services coordinates and administers contractor licensing, code compliance, address assignment and street naming, and citizen review board services. Customer Engagement Services facilitates process improvements to assist customers through the development review and approval process and reflects the updated service model set forth in the new customer value proposition for DSEM. Building Plans Review & Inspection ensures compliance using the Florida Building Code for building permit application review and inspections. Development Services ensures land development proposals are approved consistent with adopted standards and regulations. Environmental Services provides technical and scientific permitting and review services and disseminates environmental information to the public. The Department's Storage Tank program implements the FDEP Storage Tank Contract.

On January 24, 2017, the Board formally adopted the FY 2017-FY 2021 Strategic Plan. Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, DSEM's Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan. The Board is anticipated to develop a new strategic plan at its January 2022 Retreat as part of the next strategic planning cycle.

HIGHLIGHTS

Development Services:

Development Services processed 265 Permitted Use Verifications (PUV) and Residential Compliance Certificates (RCC), 95 exempt development applications, 80 site and development plans, 1,800 zoning compliance determinations for residential developments, and 25 concurrency certificates. The number of PUV applications and zoning compliance reviews continues to increase over past years as result of a strong residential construction market. The Division also facilitated significant Land Development Code (LDC) amendments including Rural, Lake Talquin/Urban Fringe, and sign ordinances, as well as amendments to the Southwood Development of Regional Impact.

Support Services:

Support Services assisted approximately 4,000 walk-in customers and answered nearly 13,000 phone calls. These numbers reversed from previous years, as there were fewer walk-in customers and more incoming calls due to COVID-19 restrictions. Support Services staff also responded to internal and external public records requests, as well as provided response to all Citizen Connect inquiries directed to the Department.

Environmental Services:

Environmental Services reviewed and approved 56 Natural Features Inventories, 175 site plans, 30 stormwater management facility (SWMF) operating permits, 1,484 single-family environmental permits, 146 SWMF operating permit renewals, 284 driveway applications, 218 permitted use verifications for environmental requirements and 116 environmental management permits. Staff also performed more than 7,000 environmental inspections. In addition to the Division's review and inspection duties, staff facilitated significant revisions to the County's flood plain and fertilizer ordinances. Staff coordinated with community stakeholders to draft the Floodplain Ordinance, which adopted the State Model and is critical to the County's participation in the FEMA Community Rating System (CRS), and to draft amendments to the County's Fertilizer Ordinance.

Building Plans Review and Inspection:

BPRI reviewed and issued 5,790 building permits and conducted 26,586 inspections during the past fiscal year. Most noticeably, the number of new single-family home permits (415) is up approximately 47% compared to the 5-year average (281). In addition to permit review and inspection responsibilities, staff facilitated a major revision to Leon County's Building Code (Ch. 5, Code of Laws) and continues to work closely with MIS to enhance the County's computerized permitting and review processes.

Code Compliance Services:

Code Compliance Services investigated 832 code compliance inquiries, assigned 1,039 addresses, approved 17 new street names and verified 870 contractors' licenses. In addition, the Division staffed the County's Code Enforcement Board, Nuisance Abatement Board, Contractor's Licensing and Examination Board, and the Joint Leon County and City of Tallahassee Addressing Steering Committee. Staff has also been facilitating a comprehensive update to the County's addressing ordinance and addressing policy manual.

Leon County Fiscal Year 2022 Adopted Budget

Development Support & Environmental Management Business Plan

Mission Statement

The mission of the Leon County Department of Development Support & Environmental Management is to support the development of a sustainable community and its built environment, while protecting and preserving our natural resources to maintain the quality of life for all citizens, while building positive relationships through exceptional customer service.

Strategic Priorities

Environment

- EN1 – Protect the quality and supply of our water.
- EN2 – Conserve and protect environmentally sensitive lands and our natural ecosystems.
- EN3 – Promote orderly growth and sustainable practices.
- EN4 – Reduce our carbon footprint.

Quality of Life

- Q1 – Maintain and enhance our parks and recreational offerings and green spaces.
- Q5 – Support strong neighborhoods.
- Q6 – Promote livability, health, and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people.

Governance

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

Strategic Initiatives

1. Continue the deployment of an updated permitting system that is modernized to use mobile and online technologies. (G2)	Complete/Ongoing
2. Pursue NACo's Sol Smart designation, in conjunction with the Office of Sustainability. (EN3, EN4)	Complete
3. Ensure County's water quality and stormwater regulations, programs and projects are evaluated and implemented holistically to advance the County's adopted strategic priority: to protect the quality and supply of our water. (EN1)	Complete
4. Implement zoning changes that allow for solar energy farms in the unincorporated area while preserving the rural character of our community. (EN3, EN4)	Complete
5. Complete an updated Building Permit fee study. (G5)	In Progress

Actions

1. Finalize GIS interface including process improvements, report creation, and add permitting for wireless communication on utility poles based on new ordinance.	Building Plans Review and Inspection, OIT
2. Awarded the Sol Smart Gold designation.	Development Services, Sustainability
3. Agenda item presented to the Board for approval of the report on the County's current water quality and stormwater initiatives in October 2019	Environmental Services, Public Works
4. Adopted an ordinance amending Section 10-1.101 of the Land Development Code	Development Services, PLACE
5. Staff is continuing data collection and coordinating with the consultants to finalize the study.	Development Services

Leon County Fiscal Year 2022 Adopted Budget

Development Support & Environmental Management

Bold Goals and Five-Year Targets

Target: *Reduce by at least 30% the average staff time it takes to approve a single-family building permit. (T13)*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021[2]
% Staff Approval Time[1]	9%	18%	18%	30%	30%

Notes:

1. In 2020, the County achieved the five-year Target to reduce by 30% the time it takes to approve a single family building permit by achieving average permit time of 8 days. During this year, DSEM issued a total of 5,796 building permits that contained 414 new single-family homes. Reductions in average permitting times during FY 2020 are due to the flat fee modification approved by the Board in November 2019 as well as improvements to the electronic plan review software. Staff anticipates further efficiencies in permit review times because of additional automation through software improvements.
2. FY 2021 figures are estimates. Progress towards this target in FY 2021 will be reported at the Annual Board retreat in January 2022.

**** The Board is anticipated to develop a new set of Targets and Goals at its January 2022 Retreat as part of the next strategic planning cycle.***

Leon County Fiscal Year 2022 Tentative Budget

Department of Development Support & Environmental Management

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	5,152,932	5,289,865	5,284,266	(15,922)	5,268,344	5,464,226
Operating	248,794	472,351	486,768	5,550	492,318	504,793
Total Budgetary Costs	5,401,726	5,762,216	5,771,034	(10,372)	5,760,662	5,969,019

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Customer Engagement Services	211,531	217,641	-	-	-	-
DS Support Services	368,662	397,547	594,280	-	594,280	614,652
Code Compliance Services	511,965	496,818	533,698	-	533,698	546,695
Building Plans Review & Inspection	1,882,675	2,024,882	2,069,821	73,142	2,142,963	2,242,185
Environmental Services	1,678,865	1,762,383	1,731,629	2,190	1,733,819	1,783,873
Development Services	748,027	862,945	841,606	(85,704)	755,902	781,614
Total Budget	5,401,726	5,762,216	5,771,034	(10,372)	5,760,662	5,969,019

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
120 Building Inspection	1,882,675	2,024,882	2,069,821	73,142	2,142,963	2,242,185
121 Development Support & Environmental Managment Fund	3,344,052	3,546,025	3,500,533	(83,514)	3,417,019	3,520,543
125 Grants	174,999	191,309	200,680	-	200,680	206,291
Total Revenues	5,401,726	5,762,216	5,771,034	(10,372)	5,760,662	5,969,019

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Building Plans Review & Inspection	24.20	24.45	23.95	1.00	24.95	24.95
Code Compliance Services	6.25	5.50	5.50	-	5.50	5.50
Customer Engagement Services	2.25	2.25	-	-	-	-
Development Services	9.00	9.00	9.00	(1.00)	8.00	8.00
DS Support Services	3.40	3.90	6.65	-	6.65	6.65
Environmental Services	16.90	16.90	16.90	-	16.90	16.90
Total Full-Time Equivalents (FTE)	62.00	62.00	62.00	-	62.00	62.00

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Development Services	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Customer Engagement Services (121-426-537)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	209,766	216,026	-	-	-	-
Operating	1,765	1,615	-	-	-	-
Total Budgetary Costs	211,531	217,641	-	-	-	-

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
121 Development Support & Environmental Managment Fund	211,531	217,641	-	-	-	-
Total Revenues	211,531	217,641	-	-	-	-

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Chief Dev. Resources Officer	0.75	0.75	-	-	-	-
Permit Processing Supervisor	0.25	0.25	-	-	-	-
Permit Technician	0.75	0.75	-	-	-	-
Administrative Associate V	0.50	0.50	-	-	-	-
Total Full-Time Equivalents (FTE)	2.25	2.25	-	-	-	-

The Customer Engagement Services division has been eliminated and positions have been realigned within DSEM for organizational efficiency and to streamline management oversight. Under this reorganization, DS Support Services will assume all responsibilities relating to customer engagement and support.

Code Compliance Services Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	464,606	397,719	444,821	-	444,821	457,032
Operating	47,359	99,099	88,877	-	88,877	89,663
Total Budgetary Costs	511,965	496,818	533,698	-	533,698	546,695

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Code Compliance Services (121-423-537)	511,965	496,818	533,698	-	533,698	546,695
Total Budget	511,965	496,818	533,698	-	533,698	546,695

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
121 Development Support & Environmental	511,965	496,818	533,698	-	533,698	546,695
Total Revenues	511,965	496,818	533,698	-	533,698	546,695

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Code Compliance Services	6.25	5.50	5.50	-	5.50	5.50
Total Full-Time Equivalents (FTE)	6.25	5.50	5.50	-	5.50	5.50

Code Compliance Services (121-423-537)

Goal	The goal of the Division of Code Compliance Services is to administer, centralize, coordinate and facilitate contractor licensing, code compliance, citizen review boards, and address assignment and street name approval services to residents, property owners and land development professionals served by the Department of Development Support and Environmental Management.
Core Objectives	1. Provide administrative support for the Code Enforcement Board; Contractor's Licensing and Examination Board; and Nuisance Abatement Board. 2. Coordinate Code processing through the Code Compliance Program. 3. Coordinate and promote Code compliance through educational efforts. 4. Provide an initial point of contact to customers for all matters regarding addressing and street naming. 5. Coordinate compliance activities for the Abandoned Property Registration Ordinance, Refueling Assistance for Persons with Disabilities Ordinance, Criminal History Records Check and Waiting Period for Purchase of Firearms (aka the "Gun Show Loophole"), and Signs on the Right-of-Way Ordinance. 6. Coordinate activities for the Compliance Certification Letter to research and process open code violations and lien research requests. 7. Coordinate the streamlined Nuisance Abatement Process as outlined in Chapter 14 consistent with applicable Florida Law.
Statutory Responsibilities	Leon County Code of Laws Chapter 5 "Minimum Housing Code;" Chapter 10 "Land Development Code;" Chapter 11 "Refueling Assistance for Persons with Disabilities;" Chapter 12 Criminal History Records Check and Waiting Period for Purchase of Firearms (aka the "Gun Show Loophole"); Chapter 14 "Property Safety and Maintenance Code;" Chapter 6 and Florida Statutes, Chapter 162 "Code Enforcement Board"
Advisory Board	County's Contractor Licensing and Examination Board; Code Enforcement Board; Nuisance Abatement Board; Leon County/City of Tallahassee Addressing Steering Committee

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark*
Q6	Code compliance cases brought into compliance as a % of open cases (369 cases)	47%	55.6%
Q6	Code compliance cases brought into compliance as a % of all cases (778 total)	78%	73.1%

*International City/County Management Association Comparable Performance Measurement

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate
Q6	Percentage of Code Enforcement Board orders prepared and executed within 10 working days.[1]	126/100%	62/100%	80/100%	100/100%
G2	Number of all new construction address assignments and verifications completed within the permitting and review process as established by County code. [2]	2,055	2,039	2,200	2,300

Notes:
1. In FY 2020, there were 62 Code Enforcement Board orders filed within the required 10 working days. This decrease was due to the inability to conduct public hearings during the period of March - July 2020 as a result of COVID-19.
2. This figure is comprised of new addresses that require verification.

Code Compliance Services - Code Compliance Services (121-423-537)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	464,606	397,719	444,821	-	444,821	457,032
Operating	47,359	99,099	88,877	-	88,877	89,663
Total Budgetary Costs	511,965	496,818	533,698	-	533,698	546,695

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
121 Development Support & Environmental Managment Fund	511,965	496,818	533,698	-	533,698	546,695
Total Revenues	511,965	496,818	533,698	-	533,698	546,695

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Code Compliance Supervisor	1.00	0.75	0.75	-	0.75	0.75
Dir of Permit & Code Services	1.00	1.00	1.00	-	1.00	1.00
Senior Compliance Specialist	2.00	2.00	2.00	-	2.00	2.00
Compliance Services Technician		0.50	-	-	-	-
Addressing Customer Sv. Tech.	0.50	0.50	0.50	-	0.50	0.50
Compliance Board Coordinator	0.25	0.25	0.25	-	0.25	0.25
Addressing Program Coordinator	0.50	0.50	0.50	-	0.50	0.50
Administrative Associate III	0.50		-	-	-	-
Administrative Associate IV	0.50	-	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	6.25	5.50	5.50	-	5.50	5.50

The major variances for the FY 2022 Code Compliance Services budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.
2. Increases in operating costs associated with the lift of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.

Leon County Fiscal Year 2022 Tentative Budget

Department of Development Support & Environmental Management

Support Services (121-424-537)

Goal	The Support Services Division provides administrative direction and support for all Divisions within the Department of Development Support and Environmental Management (DSEM). Staff serve as the initial point of contact for walk-in and telephone customers, all internal and external records requests, issuance of Certificates of Occupancy and Completion, and DSEM-related Citizen Connect inquiries.
Core Objectives	1. Provide an initial point of contact for walk-in customers and direct to the appropriate staff for assistance. 2. Direct all incoming telephone calls to the appropriate staff for assistance. 3. Direct Citizen Connect inquiries to the appropriate staff for resolution, and track assignments until completed. 4. Provide department-wide direction, coordination, and support to divisions and programs. 5. Provide administrative coordination and support for agenda, budget, personnel, training, property, and other such reports. 6. Act as liaison between the public and Department staff regarding scheduling, meetings, correspondence, public records requests, etc. 7. Provide the initial point of contact for the public and other governmental entities in their requests for information and reservation of the Renaissance Center's 2nd floor meeting room. 8. Provide the initial point of contact for the public, Department staff, and other governmental staff in their request for building, code compliance, development review, or environmental records. 9. Provide staffing for DSEM related Board-appointed citizen's committees, including but not limited to Advisory Committee on Quality Growth, Board of Adjustment and Appeals and the Science Advisory Committee. 10. Act as liaison between the public and the Clerk of Courts Office regarding electronic recording of DSEM site plan review and permitting-related documents.
Statutory Responsibilities	Chapter 119, Florida Statutes (Florida Public Records Law); Leon County Code of Laws Chapter 10 (Land Development Code); Countywide Minimum Environmental Standards Regulations (Environmental Management Act); Florida Building Code; and other BCC-adopted plans and implementing policy and procedures manuals.
Advisory Board	Board of Adjustment and Appeals; Development Review Committee; Advisory Committee for Quality Growth; Tallahassee-Leon County Planning Commission; Science Advisory Committee.

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate
G2	Number of walk-in customers	9,000	4,026	4,500	6,500
G2	Number of telephone calls processed	29,581	19,386	20,000	20,000

Notes:
1. The number of walk-in customers in FY 2020 decreased due to County Office closures, stay at home orders, and other restrictions related to the COVID-19 pandemic.
2. The decrease from FY 2019 indicates that more customers are utilizing the DSEM website for assistance due to the comprehensive update completed at the beginning of FY 2020.

DS Support Services (121-424-537)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	355,799	375,430	556,974	-	556,974	575,742
Operating	12,864	22,117	37,306	-	37,306	38,910
Total Budgetary Costs	368,662	397,547	594,280	-	594,280	614,652

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
121 Development Support & Environmental Managment Fund	368,662	397,547	594,280	-	594,280	614,652
Total Revenues	368,662	397,547	594,280	-	594,280	614,652

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Director of DSEM	0.90	0.90	0.90	-	0.90	0.90
Chief Dev. Resources Officer	-	-	0.75	-	0.75	0.75
Records Manager	0.50	0.50	0.50	-	0.50	0.50
Records Technician	-	-	1.00	-	1.00	1.00
Operations Analyst	0.50	0.50	0.50	-	0.50	0.50
Administrative Associate V	1.00	1.00	2.00	-	2.00	2.00
Administrative Associate III	-	0.50	0.50	-	0.50	0.50
Customer Experience Liaison	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	3.40	3.90	6.65	-	6.65	6.65

The major variances for the FY 2022 DS Support Services budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.
2. The addition of 2.75 FTE's is the result of the departmental reorganization associated with the elimination of the Customer Engagement Services division to streamline management oversight.
3. Increases in operating costs associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.
4. Copier leases in the amount of $12,900 due to the shifting of all copier costs for the Development Services fund to the DS Support Services division. This increases is also associated with the addition of 2 new machines to the department.

Building Plans Review & Inspection Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,782,667	1,811,788	1,855,577	67,592	1,923,169	2,018,902
Operating	100,008	213,094	214,244	5,550	219,794	223,283
Total Budgetary Costs	1,882,675	2,024,882	2,069,821	73,142	2,142,963	2,242,185

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Building Plans Review and Inspection (120-220-	1,882,675	2,024,882	2,069,821	73,142	2,142,963	2,242,185
Total Budget	1,882,675	2,024,882	2,069,821	73,142	2,142,963	2,242,185

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
120 Building Inspection	1,882,675	2,024,882	2,069,821	73,142	2,142,963	2,242,185
Total Revenues	1,882,675	2,024,882	2,069,821	73,142	2,142,963	2,242,185

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Building Plans Review and Inspection	24.20	24.45	23.95	1.00	24.95	24.95
Total Full-Time Equivalents (FTE)	24.20	24.45	23.95	1.00	24.95	24.95

Building Plans Review & Inspection (120-220-524)

Goal	The goal of the Building Plans Review and Inspections Division is to ensure that built environments are safe, accessible, and energy efficient through compliance with all applicable construction codes, plans review, inspections, the use of automated technologies, and continuing staff development and training.
Core Objectives	1. Process permit applications and collect permit fees. 2. Review building plans and permit applications for all proposed new, existing, renovated, additions, and alterations for construction projects, both public and private, to ensure compliance with the Florida Building Codes, all state-mandated construction laws, County's Code of Laws Chapter 5 Building Code, and the Florida Building Code for Floodplain compliance in concert with the County's Floodplain Management Ordinance requirements. 3. Inspect all proposed manufactured housing permits to ensure compliance with the State Department of Motor Vehicles requirements related to the installation and set-up. 4. Inspection of all new, existing, renovated, additions, and alterations for construction projects, both public and private, to ensure compliance with the Florida Building Codes, all state-mandated construction laws and the County's Floodplain Management Ordinance. 5. Inspect building foundation systems of all manufactured housing to ensure compliance with the State Department of Motor Vehicles requirements and Florida Building Code Floodplain requirements. 6. Provide daily, on demand building plans review and inspection service advisor assistance to the public. 7. Provide the Board, upon request, with recommendations and professional assistance regarding all matters relating to building plans review and approval, construction regulations, and building inspections. 8. Provide technical support to the Leon County Code Enforcement, Contractors' Licensing, Examination Board, and the Board of Adjustment and Appeals, and other County, City, and State agencies for construction code requirements, permitting, and related management decisions. 9. Division Director participates on the COOP Planning Team and serves as Facilities Manager. 10. The Division must manage the private provider process for plan review and inspections, which accounts for about 40% of the permit fee collected for administrative work to be performed in the management of the permit and permitting process. 11. Makes recommendations to Leon County Commissioners with updates and revisions to the Leon County's Code of Laws that regulate the permitting, plan review and inspection processes.
Statutory Responsibilities	Florida Mechanical Code; Leon County Code of Laws, Chapter 5; Florida Plumbing Code; & F.S., Chapter 553.01 - 553.14; Florida National Electrical Code; & F.S., Chapter 553.15 - 553.23; Florida Gas Code; Florida Building Code: & F.S., Chapter 553.73; Florida Energy Code - F.S., Chapter 553.900 - 553.998; Florida Accessibility Code; & F.S., Chapter 553.45 - 553.495; Contractor Licensing – (LCCOL) Section 5-(5-3.01 – 5.3.31); Swimming Pool Code – Section 5 (5-2.19); Florida/County Mobile Homes Installation, Section 5-(5.2.11 – 5-2.18); F.S., Administrative Rule, Chapter 15C-1.10; Floodplain Management; Sign Code - (LCCOL), Section 10-(1801 - 1830); Florida Fire Code – Life Safety; F.S., Chapter 633.025 & Chapter 553.895; Section 10-362; Florida Construction Lien Laws - F.S., Chapter 713; Funding of the Building Code Administrators and Inspectors Board, F.S. Chapter 468.631; Funding of the Florida Building Commission, F.S. Chapter 553.721; Mandatory Building Inspector Certification - F.S., Chapter 468.601-468.633, Carbon Monoxide Detection by Occupancy- F.S., Chapter 509.211; Property Maintenance Code – (LCCOL) Section 5 – (5-4.01 – 5-4.12); Tiny Houses – (LCCOL) Section 5 – (5-2.10 (a – f); Regulations for the Practice of Building Code Administration and Inspection – F.S. Chapter 468.
Advisory Board	Leon County Contractor Licensing Board; Code Enforcement Board; Board of Adjustment and Appeals

Leon County Fiscal Year 2022 Tentative Budget

Department of Development Support & Environmental Management

Benchmarking

Priorities	Permit Review & Time Frames[1]	Single Family			Commercial		
		Total Days	Applicant	Staff	Total Days	Applicant	Staff
G2	2018 Actual	26	16	10	43	23	20
G2	2019 Actual	29	20	9	42	25	17
G2	2020 Actual	19	11	8	40	26	14
G2	2021 Estimate	24	16[2]	8	40	24	14
G2	2022 Estimate	13	5[3]	8	37	22	14

Notes:
1. Review times are based on business days and include both staff and applicant/consultant holding periods. Building, Environmental and septic permit applications are reviewed concurrently.
2. Staff anticipates an increase in applicant days due to impacts on contractors' ability to respond to customers in a timely manner because of COVID-19.
3. The upcoming implementation of the ePermit Hub software will reduce applicant days by allowing a more efficient mode of communication between the customer and staff.

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate
T13	**Reduce by at least 30% the average staff time it takes to approve a single family building permit.** [1]	**9%**	**18%**	**18%**	**30%**	**30%**

Notes:
1. In 2020, the County achieved the five-year Target to reduce by 30% the time it takes to approve a single-family building permit by achieving average permit time of 8 days. During this year, DSEM issued a total of 5,790 building permits that contained 415 new single-family homes. Reductions in average permitting times during FY 2020 are due to the flat fee modification approved by the Board in November 2019 as well as improvements to the electronic plan review software. Staff anticipates further efficiencies in permit review times because of additional automation through software improvements.

Performance Measures

Priorities	Performance Measures	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate
G2	Number of building inspections performed.[1]	30,495	26,586	30,000	29,000
G2	Percentage of inspections completed on time.[2]	100%	100%	100%	100%
G2	Percentage of permit requests completed within 30 days. [3]	100%	100%	100%	100%
G2	Building inspections per day per inspector.[4]	20	19	15	15
G2	Plan reviews per plans examiner per day.[5]	12.6	8	9	9
G2	Number of permits issued and processed [6]	6,983	5,796	5,700	5,700
G2	Total application review fees received (millions) [7]	$3.39	$3.50	$3.52	$4.17

Notes:
1. The projected number of inspections for FY 2021 is reflective of the additional required inspections pursuant to the Florida Building Code that became effective January 1, 2021.
2. The percentage of inspections completed on time is anticipated to remain the same.
3. There is no change anticipated in the percentage of permit requests completed within 30 days.
4. The number of building inspections per day per inspector is anticipated to decrease as staff vacancies are filled.
5. It is anticipated that the number of plan review per plans examiner per day will remain consistent.
6. The number of permits issued and processed is anticipated to remain consistent and is slightly lower than the 2019 fiscal year actual due to repairs related to major storms during that year.
7. The total application review fees received is anticipated to rise due to increased development activity.

Building Plans Review & Inspection - Building Plans Review and Inspection (120-220-524)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,782,667	1,811,788	1,855,577	67,592	1,923,169	2,018,902
Operating	100,008	213,094	214,244	5,550	219,794	223,283
Total Budgetary Costs	1,882,675	2,024,882	2,069,821	73,142	2,142,963	2,242,185

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
120 Building Inspection	1,882,675	2,024,882	2,069,821	73,142	2,142,963	2,242,185
Total Revenues	1,882,675	2,024,882	2,069,821	73,142	2,142,963	2,242,185

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Director of DSEM	0.10	0.10	0.10	-	0.10	0.10
Director of Bldg Plans Rev & Inspections	1.00	1.00	1.00	-	1.00	1.00
Bldg. Plans Review Administrator	1.00	1.00	1.00	-	1.00	1.00
Chief Dev. Resources Officer	0.25	0.25	0.25	-	0.25	0.25
Code Compliance Supervisor	-	0.25	0.25	-	0.25	0.25
Sr. Environmental Engineer	0.10	0.10	0.10	-	0.10	0.10
Building Plans Reviewer	3.00	3.00	3.00	-	3.00	3.00
Records Manager	0.50	0.50	0.50	-	0.50	0.50
Senior Compliance Specialist	1.00	1.00	1.00	-	1.00	1.00
Compliance Services Technician		0.50	-	-	-	-
Addressing Customer Sv. Tech.	0.50	0.50	0.50	-	0.50	0.50
Sr. Combination Inspector	1.00		-	-	-	-
Building Inspector	6.00	7.00	7.00	1.00	8.00	8.00
Building Inspection Supervisor	1.00	1.00	1.00	-	1.00	1.00
Compliance Board Coordinator	0.75	0.75	0.75	-	0.75	0.75
Addressing Program Coordinator	0.50	0.50	0.50	-	0.50	0.50
Records Technician	1.00	1.00	-	-	-	-
Permit Processing Supervisor	0.75	0.75	1.00	-	1.00	1.00
Operations Analyst	0.50	0.50	0.50	-	0.50	0.50
Permit Technician	2.25	2.25	3.00	-	3.00	3.00
Administrative Associate V	1.50	1.50	1.00	-	1.00	1.00
Administrative Associate III	0.50	0.50	0.50	-	0.50	0.50
Administrative Associate IV	0.50	-	0.50	-	0.50	0.50
Customer Experience Liaison	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	24.20	24.45	23.95	1.00	24.95	24.95

The major variances for the FY 2022 Building Plans Review and Inspection budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19, as well as the adjustment to the Living Wage increasing from $12 per hour to $14 per hour.
2. Personnel Costs in the Amount of $66,175 associated with a new Building Inspector position, due the increase in building activity.
3. Shifts in position splits from a departmental reorganization associated with the elimination of the Customer Engagement Services division to streamline management oversight.
4. Increases in operating costs associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.
5. $5,550 for equipment associated with the purchase of a hybrid vehicle.
6. Vehicle insurance in the amount of $1,943.

Environmental Services Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,625,197	1,688,114	1,651,040	2,190	1,653,230	1,699,832
Operating	53,669	74,269	80,589	-	80,589	84,041
Total Budgetary Costs	1,678,865	1,762,383	1,731,629	2,190	1,733,819	1,783,873

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
DEP Storage Tank (125-866-524)	174,999	191,309	200,680	-	200,680	206,291
Environmental Services (121-420-537)	1,503,867	1,571,074	1,530,949	2,190	1,533,139	1,577,582
Total Budget	1,678,865	1,762,383	1,731,629	2,190	1,733,819	1,783,873

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
121 Development Support & Environmental	1,503,867	1,571,074	1,530,949	2,190	1,533,139	1,577,582
125 Grants	174,999	191,309	200,680	-	200,680	206,291
Total Revenues	1,678,865	1,762,383	1,731,629	2,190	1,733,819	1,783,873

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Environmental Services	14.90	14.90	14.90	-	14.90	14.90
DEP Storage Tank	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	16.90	16.90	16.90	-	16.90	16.90

Leon County Fiscal Year 2022 Tentative Budget

Department of Development Support & Environmental Management

Environmental Services (121-420-537)

Goal	The goal of the Division of Environmental Services is to provide high quality technical and scientific permitting and review services to the public and to disseminate environmental information to the public and government agencies in support of environmental protection efforts.
Core Objectives	1. Review development proposals, including permit applications, site and development plans and pre-application requests for compliance with the Environmental Management Act and sound environmental management practices. 2. Conduct environmental analysis for rezoning, subdivisions, site plans, and other proposed activities to ensure identification and mitigation of environmentally sensitive areas (ESA) and other regulatory constraints. 3. Provide technical support and recommendations on environmental policy, land use, permitting, and related management decisions to the Planning Commission, Board of Adjustment and Appeals, the Board of County Commissioners, and other County, City and State agencies. 4. Inspect permitted new construction and development activity for code compliance and consistency with permitted plans. 5. Implement the stormwater facility maintenance and operating permit program. 6. Provide walk-in client assistance through the environmental service advisor rotation in the research, interpretation, information gathering, or generally directing the client to the appropriate resource or agency. 7. Implement single family permit reviews, including flood letter review and flood protection notification, Board mandated flood indemnification declaration, compliance with master permit and plat, tree protection, erosion and sedimentation control, protection of features, lot-to-lot drainage issues, and driveway connection permit review. 8. Perform inspections and resolution of code violations with possible Code Enforcement Board involvement, such as non-permitted development activities, junk and mowing ordinance violations.
Statutory Responsibilities	Florida Statutes, Chapter 163; the Comprehensive Plan; Florida Statutes, 403.0885(NPDES); Florida Statues 403.0891; Environmental Management - Leon County Code of Laws; Chapter 10 "Environmental Management Act"; Leon County Code of Laws; Chapter 14 "Junk and Litter"; Leon County Code of Laws; Chapter 6 and Florida Statutes, Chapter 162 "Code Enforcement Board"; Leon County Driveway and Street Connection Guidelines and Procedures Manual
Advisory Board	Tallahassee-Leon County Planning Commission; Board of Adjustment and Appeals; Code Enforcement Board; Science Advisory Committee; Water Resources Committee; Canopy Road Citizen's Committee

Benchmarking

Priorities	Permit Review Time Frames[1]	Natural Feature Inventory			Environmental Permits		
		Total Days	Applicant	Staff	Total Days	Applicant	Staff
G2	FY 2018 Actual	31	18	13	30	22	8
G2	FY 2019 Actual	32	18	14	30	21	8
G2	FY 2020 Actual	33	19	14	29	21	8
G2	FY 2021 Estimate	33	19	14	30	21	8
G2	FY 2022 Estimate	33	19	14	30	21	8

Notes:

1. Review times are based on calendar days and include both staff and applicant/consultant holding periods.

Environmental Services (121-420-537)

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate
EN2	Number of Natural Features Inventory (NFI) application reviews.[1]	54	53	56	56
EN2	Number of site plan reviews (environmental impacts).[2]	128	121	175	175
EN1	Number of stormwater operating permits reviews.[3]	22	34	30	30
G2	Number of environmental service advisor clients.[4]	1,381	1,165	940	940
EN2	Number of single-family lot Environmental Permit Application reviews.[5]	1,223	1,600	1,484	1,484
EN2	Number of driveway application reviews.[6]	218	105	284	284
EN1	Number of stormwater operating permit renewals completed within the 3-year renewal cycle.[7]	249	242	242	242
EN1	Number of environmental compliance Plans Review, and Inspections completed on an annual basis consistent with established guidelines.[8]	6,498	7,536	7,264	7,264
EN2	Number of Environmental Management Act permits issued within the time frame designated by Ordinance.[9]	91	107	116	116
EN2	Number of Permitted Use Verifications & Residential Compliance Cert. reviews.[10]	208	247	218	218
EN1	Number of Science Advisory Committee meetings administered.[11]	6	4	5	5

Notes:

1. The NFI totals are anticipated to be relatively consistent with past years.
2. The site plan reviews are anticipated to be higher than past years due to low interest rates and continuing demand for permits.
3. The operating permit reviews remain relatively consistent with past years.
4. The number of environmental service advisor clients decreased due to the DSEM office being closed during the height of the COVID-19 pandemic.
5. Single family application projections reflect a slight decrease as more permits are being submitted for improvements of existing dwellings such as additions, accessory structures and swimming pools.
6. The driveway applications are projected to increase based on the increase of new public residential subdivisions connecting to county roadways.
7. Operating permit renewals remained consistent with past years, with a variation in the number of renewals.
8. Although a projected decrease of only 3%, the number of plan reviews and site inspections remains high due to several new residential subdivisions being developed.
9. Environmental permit applications are anticipated to increase due to low interest rates and continuing demand for permits.
10. The PUV and RCC reviews is projected to decrease due to current market conditions and demand for single family homes.
11. The number of meetings is expected to increase slightly as restrictions related to COVID-19 begin to lift.

Environmental Services - Environmental Services (121-420-537)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,457,046	1,510,934	1,465,698	2,190	1,467,888	1,508,879
Operating	46,821	60,140	65,251	-	65,251	68,703
Total Budgetary Costs	1,503,867	1,571,074	1,530,949	2,190	1,533,139	1,577,582

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
121 Development Support & Environmental Managment Fund	1,503,867	1,571,074	1,530,949	2,190	1,533,139	1,577,582
Total Revenues	1,503,867	1,571,074	1,530,949	2,190	1,533,139	1,577,582

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Dir of Environmental Services	1.00	1.00	1.00	-	1.00	1.00
Sr. Environmental Engineer	2.90	2.90	1.90	-	1.90	1.90
Environmental Inspection Supv.	1.00	1.00	1.00	-	1.00	1.00
Deputy Director - Env Services		1.00	-	-	-	-
Env. Review Supervisor	1.00	-	1.00	-	1.00	1.00
Environmental Compliance Spec.	5.00	5.00	5.00	-	5.00	5.00
Stormwater Sr Design Analyst	1.00	1.00	1.00	-	1.00	1.00
Sr. Env. Compliance Spec.	1.00	1.00	1.00	-	1.00	1.00
Engineer Intern	-	-	1.00	-	1.00	1.00
Environmental Review Biologist	1.00	1.00	1.00	-	1.00	1.00
Sr. Env. Review Biologist	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	14.90	14.90	14.90	-	14.90	14.90

The major variances for the FY 2022 Environmental Services budget are as follows:

Decreases to program funding:
1. Costs associated with the reclassification of of an Environmental Engineer position to an Engineer Intern due to the position no longer requiring a Professional Engineer License and the retirement of a long-time employee and the Deputy Director assuming the director position. Decreases are offset by an increase in costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.

Increases to Program Funding:
1. Increases in operating costs associated with the lift of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.

DEP Storage Tank (125-866-524)

Goal	The goal of the Department of Environmental Protection Storage Tank Program is to effectively and efficiently implement the Florida Department of Environmental Protection's Storage Tank Contract in a customer sensitive manner.
Core Objectives	1. Perform compliance inspections of registered petroleum storage tank facilities annually in Leon County, and every other year in Gadsden, Wakulla and Jefferson Counties. 2. Perform installation inspections of new petroleum equipment at new and existing facilities. 3. Perform site inspections for tank removals and abandonments. 4. Investigate and report on petroleum discharges, leaks, non-registered tanks and other code violations, and initiate enforcement actions as appropriate. 5. Provide assistance to citizens and consultants concerning petroleum storage tanks. 6. Orientate new DEP/Office of General Counsel Storage Tank employees on tank inspections, closures, and installations in Leon, Gadsden, Wakulla and Jefferson Counties.
Statutory Responsibilities	Florida Statutes, Chapter 376.3071 "Petroleum Storage Tank Section"; Florida Administrative Code, Chapters 62-761 & 62-762; Aquifer Recharge Element of Comp Plan, Policy: 1.1.5
Advisory Board	N/A

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actual	FY 2021 Estimates	FY 2022 Estimate
EN1	Percent of regulated facilities inspected with Leon County.	100%	100%	100%	100%
G2	Percent of requests for customer assistance responded to within contract guidelines.	100%	100%	100%	100%
EN1	Percent of regulated facilities inspected.[1]	50%	50%	50%	50%

Notes:
1. The regional program includes Gadsden, Wakulla and Jefferson counties. The program began in FY 2012 with contractual obligations requiring these facilities be inspected once every two years.

Environmental Services - DEP Storage Tank (125-866-524)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	168,151	177,180	185,342	-	185,342	190,953
Operating	6,848	14,129	15,338	-	15,338	15,338
Total Budgetary Costs	174,999	191,309	200,680	-	200,680	206,291

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
125 Grants	174,999	191,309	200,680	-	200,680	206,291
Total Revenues	174,999	191,309	200,680	-	200,680	206,291

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Environmental Compliance Spec.	1.00	1.00	1.00	-	1.00	1.00
Sr. Env. Compliance Spec.	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	2.00	2.00	2.00	-	2.00	2.00

The major variances for the FY 2022 DEP Storage Tank budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Development Services (121-422-537)

Goal	To guide and support the development of sustainable communities through the implementation of the adopted policies of the Comprehensive Plan and development standards of the Land Development Code, in order to ensure and promote the quality of life for all citizens of Leon County Florida.
Core Objectives	1. Provide comprehensive and timely analysis of new development and redevelopment activities requiring site and development plan review. 2. Complete the review of exempt subdivisions and other exempt processes within established minimum time-frames. 3. Issue zoning letters, Permitted Use Verifications and Residential Compliance Certificates in a timely manner providing guidance and notification to property owners and the development community for proposed development activities. 4. Review all new construction permits to ensure compliance with the applicable zoning and development standards. 5. Provide assistance to the Board of Adjustment and Appeals in review of requests for variances to development standards or appeals of determinations made by DSEM. 6. Enhance customer service delivery by streamlining procedural requirements and revising or updating the applicable provisions of the Leon County Land Development Code.
Statutory Responsibilities	Florida Statutes, Chapters 163 and 380; Florida Administrative Codes 73C-40, 73C-41 and 28-24, the Tallahassee-Leon County Comprehensive Plan; Leon County Code of Laws, Chapter 10 (Land Development Code); Bradfordville Sector Plan; and other BCC-approved plans and implementing policy and procedures manuals
Advisory Board	Board of Adjustment and Appeals; Development Review Committee; Advisory Committee on Quality Growth; Code Enforcement Board; Parking Standards Committee; Tallahassee-Leon County Planning Commission

Benchmarking

Priorities	**Site Plans Types→**	**Average time for review of ASAP[1], Limited Partition, and Type A, B, C, D applications**		
	Fiscal Year↓	Total Days[2]	Applicant[2]	Staff[2]
G2	2018 Actual	107	81	26
G2	2019 Actual	144	120	24
G2	2020 Actual[3]	109	84	25
G2	2021 Estimate	94	70	24
G2	2022 Estimate	90	70	20

Notes:
1. Administrative Streamlined Approval Process (ASAP) includes minor site plan reviews that require significantly fewer days to complete, resulting in a lower combined mean time for review.
2. Review times are based on calendar days. "Applicant" refers to number of days that the applicant was responsible for making corrections to the plan; "Staff" refers to number of days that staff spent reviewing the plan.
3. The FY 2020 actuals are reflective of the continued efforts to implement procedural refinements to pre-submittal and application review meetings

Development Services (121-422-537)

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate
Q6, EN1-4, G2	Number of site and development plan reviews (Limited Partition, ASAP, Type A-D).[1]	57	50	80	75
Q6, EN1-4, G2	Number of subdivisions & exempt determinations completed by staff within the applicable time frames as established by Code.[2]	97	97	95	95
Q6, EN1-4, G2	Number of Permitted Use Verifications (PUV), Residential Compliance Certificates (RCC) and zoning letters issued within 15 days.[3]	208	247	265	250
EN1-4, Q6	Number of zoning compliance determinations issued for residential development.[4]	1,815	1,619	1,800	1,500
EN1-2, Q6, G2	Number of Board of Adjustment and Appeals Requests.[5]	4	10	5	5
Q6, G2	Number of Concurrency Management Certificates issued, small and large projects.[6]	27	26	25	24
EC2, EN1-4, G2, Q6	Number of Development Agreements & DRI applications reviewed with recommendations provided to the Board. [7]	5	4	3	3
EN1-4, Q6, G2	Number of Land Development Code amendments by section recommended to the Board for approval.[8]	0	28	25	15

Notes:

1. The estimate for FY 2021 and 2022 is significantly higher than previous years due to a new reporting function which includes ongoing review of projects received prior to October 1, 2020. Previous years only included new applications received as of the start of the fiscal year and was not fully reflective of total projects under review.
2. The number of exempt applications for FY 2021 is consistent with the previous fiscal year and continues to reflect strong interest in small development projects.
3. The number of Permitting Use Verifications is higher than the previous fiscal year, likely a result of a continued strong residential market.
4. The slight increase in the number of zoning compliance determinations is likely a result of an emergence from the COVID-19 pandemic and continued strong housing market.
5. The decrease in Board of Adjustment and Appeals Requests applications from the previous year is indicative of a return to normal development trends.
6. The number of Concurrency Management Certificates issued is relatively consistent with the previous fiscal year and indicative of a continued strong residential market.
7. The number of Development Agreements reviewed & DRI Applications reviewed is relatively consistent with the previous fiscal year and includes two DRI amendments and one Development Agreement.
8. The number of LDC amendments is relatively consistent with the previous fiscal year and is the result of a proposed amendment to the Sign Code which will affect multiple sections of the LDC at once along with other amendments recently requested by the Board to address specific issues.

Development Services (121-422-537)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	714,897	800,788	775,854	(85,704)	690,150	712,718
Operating	33,131	62,157	65,752	-	65,752	68,896
Total Budgetary Costs	748,027	862,945	841,606	(85,704)	755,902	781,614

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
121 Development Support & Environmental Managment Fund	748,027	862,945	841,606	(85,704)	755,902	781,614
Total Revenues	748,027	862,945	841,606	(85,704)	755,902	781,614

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Director of Development Services	1.00	1.00	1.00	-	1.00	1.00
Development Services Admin.	1.00	1.00	1.00	-	1.00	1.00
Planner II	3.00	3.00	3.00	(1.00)	2.00	2.00
Senior Planner	2.00	2.00	2.00	-	2.00	2.00
Concurrency Mgmt. Planner	1.00	1.00	1.00	-	1.00	1.00
Principal Planner	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	9.00	9.00	9.00	(1.00)	8.00	8.00

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Part-Time OPS Planning Intern	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2022 Development Services budget are as follows:

Decreases to Program Funding:
1. Costs associated with the elimination of a Planner II position ($85,704) due to work load efficiencies. This decrease is offset by an increase in personnel costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2022 Tentative Budget

Department of PLACE

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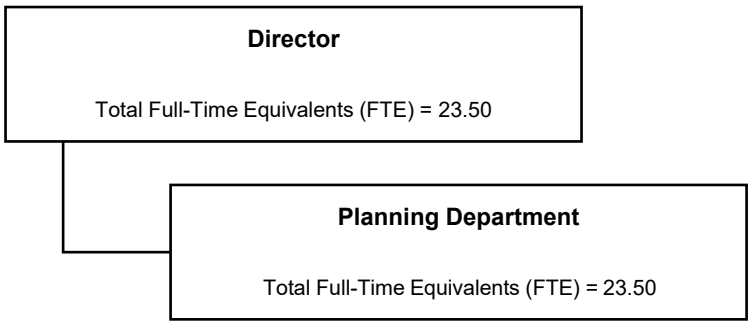
Leon County Fiscal Year 2022 Tentative Budget

Department of PLACE



Executive Summary

The Department of Planning, Land Management and Community Enhancement (PLACE) section of the Leon County FY 2022 Annual Budget is comprised of the Planning Department, the Office of Economic Vitality, and Blueprint.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Department of PLACE Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

The Planning Department continues to provide technical and administrative support for the Comprehensive Plan amendment process particularly in the areas of long-range land use, environmental and transportation planning, land use administration,

- Launched a successful Bike Month campaign in May 2021 to promote public health and quality of life incorporating both virtual and in-person opportunities.
- Initiated the Mobility Funding Alternatives Study with a planned study completion date in 2022.
- Initiated the Southside Action Plan to engage with stakeholders within the Southern Strategy Area.
- Led the 2021 Citizens North Monroe Corridor Task Force which is a focus group tasked with looking at major issues including crime, homelessness and infrastructure improvements along the North Monroe Street corridor.
- Reviewed 9 Comprehensive Plan text and map amendments and 7 concurrent rezonings during the 2021 Comprehensive Plan Cycle.
- Processed 17 rezoning applications since October 2021 including: changes to zoning districts and planned unit developments, staff analysis, and generating a Planning Commission recommendation in Tallahassee and Leon County.
- Adapted public meetings to incorporate both in-person and virtual participation options.
- Provided site assistance to 24 private-sector customers, and 19 public
- The City/County Urban Forester, a position added in 2017, led the update to the Canopy Roads Master Plan in FY 2019 and continues to work with the Canopy Roads Citizen Committee to implement it.

The Blueprint 2020 program began on January 1, 2020. In preparation, the Intergovernmental Agency Board prioritized the Blueprint 2020 Infrastructure projects, approved an implementation plan that includes bonding to advance key community projects, and provided direction to expedite construction on a series of key projects. Blueprint is proceeding with the implementation plan as directed by the Intergovernmental Agency, which is anticipated to move forward 18 infrastructure projects through FY 2025. Key projects include: Northeast Gateway: Welaunee Boulevard, Airport Gateway, Bannerman Road, Orange Avenue/Meridian Road Placemaking, Market District Placemaking, Monroe-Adams Corridor Placemaking, Lake Lafayette and St. Marks Regional Linear Park, and two greenways projects. Simultaneously, Blueprint will continue to move toward completion of the remaining Blueprint 2000 program projects, including Capital Cascades Trail Segments 3 and 4 and Magnolia Drive Trail.

The Office of Economic Vitality continues to research and track industry best practices and listen to the needs of existing businesses to best position Tallahassee-Leon County as Florida's Capital for Business. Following the reorganization of the Office of Economic Vitality in fall 2018, the Business Intelligence section now anchors the business engagement efforts and provides greater connection to the businesses we serve. The establishment of the Magnetic Task Force together with the onboarding of a Business Development Manager facilitate growing our Applied Sciences and Technology as well as Manufacturing and Transportation/Logistics sectors around our world-class magnetics technologies. The final foundational document for the Office of Economic Vitality, the Disparity Study, was completed in June of 2019. The operating budget for the Office of Economic Vitality/Minority, Women & Small Business Enterprise is located in the Non-operating department due to the direct payments to an organization not governed directly by the County.

Additionally, Amazon.com, Inc. announced plans to locate a new robotics fulfillment center in Leon County, Florida, creating more than 1,000 full-time jobs, paying a starting wage of at least $15 an hour with industry-leading benefits starting on day one including healthcare, 401(k) retirement savings and career skills training programs. The Office of Economic Vitality, Tallahassee-Leon County Planning Department, and Leon County Development Support and Environmental Management worked together with Amazon to facilitate the details of the expansion and assist with site planning and development needs. It is anticipated that this successful recruiting effort will continue to generate opportunities for local economic growth in Tallahassee-Leon County.

COVID-19 Response

The Office of Economic Vitality is still working tirelessly to protect, support, and lead our respective communities through the developing COVID-19 pandemic with response and recovery efforts. Through the pandemic, the OEV is proud to be Tallahassee-Leon County's source for vital business resources during COVID-19 response and recovery. During this time of uncertainty, engagement with local business community is vital, which is why the Office of Economic Vitality has connected with local leaders and business representatives from both the private and public sector represented as the Local Economic Stakeholders Group for weekly calls.

In partnership with the Florida Department of Health-Leon County, OEV produced a webinar on the updated OSHA guidance for workplace and was distributed through the OEV social media platforms and through the e-newsletter to nearly 7,000 subscribers. OEV has also continued to distribute masks to local businesses at their office. As Florida began reopening businesses with Safe. Smart. Step-by-Step program, OEV developed a site to get information where to obtain Personal Protective Equipment (PPE). The site includes a list of companies and organizations that are located in Tallahassee-Leon County and have indicated that they source, manufacture, or distribute Personal Protective Equipment (PPE). In addition, OEV has provided CDC safety guidelines to businesses and non-profits. Along with the PPE webpage, OEV developed several webpages for COVID-19 relief options, such as the Paycheck Protection Program, Shuttered Venue Operators Grant, and the Restaurant Revitalization Fund to assist local businesses with the application, loan forgiveness, and the calculation process. These webpages also promoted technical assistance that was available at OEV.

Leon County Fiscal Year 2022 Tentative Budget

Department of PLACE
Business Plan

Mission Statement

The mission of the Department of PLACE (Planning, Land Management, and Community Enhancement) is to serve the citizens of Tallahassee and Leon County by providing the City and County Commissions, the Planning Commission, numerous boards, committees, residents and businesses with accurate information, creative solutions, effective planning recommendations and expertise in the areas of infrastructure and economic development.

Strategic Priorities

Environment

- EN3 – Promote orderly growth and sustainable practices.

Quality of Life

- Q1 – Maintain and enhance our parks and recreational offerings and green spaces.
- Q5 – Support strong neighborhoods.
- Q6 – Promote livability, health and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people.

Governance

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

Strategic Initiatives

1. Utilizing a portion of the BP settlement funds, identify solutions for weatherization of the Capital City Amphitheater stage, inclusive of potential sound mitigation elements. (EC4)	Complete/Ongoing
2. Implement the Economic Development Strategic Plan as adopted and may be revised by the Intergovernmental Agency. (EC2)	Complete/Ongoing
3. Continue to work with FSU on the Civic Center District Master Plan to include the potential partnership to realize the convention center space desired by the County and to bring back issues related to the County's financial and programming roles and participation for future Board consideration. (EC1, EC4)	Complete/Ongoing
4. Complete and implement the joint County/City disparity study and enhancements to the MWSBE program and conduct an update to the study in 2021. (EC2)	Complete/Ongoing
5. Expand our economic competitiveness by coordinating with regional partners to host an Americas Competitive Exchange on Innovation and Entrepreneurship (ACE) conference. (EC4)	Complete
6. Continue to partner with Shop Local 850 to promote Leon County's local businesses and entrepreneurs and develop new data sources to analyze the economic impacts of shopping local. (EC2, EC3)	In Progress
7. To address issues of economic segregation and diversity, evaluate establishing a micro-lending program for small, minority and women-owned businesses. (EC2)	Complete/Ongoing
8. Complete an evaluation of transportation fee alternatives to replace the existing concurrency management system of mobility fees. (EN3)	In Progress
9. Explore ways to expand how local businesses can do business outside of community. (EC2, EC3)	Complete/Ongoing
10. Implement the Tallahassee-Leon County Greenways Master Plan. (Q1, Q6)	Complete/Ongoing
11. Work with partners to utilize rights-of-way and utility easements to further expand the trail system. (Q1, Q6)	In Progress
12. Complete a comprehensive review and revision to the Land Use Element of the ComprehensivePlan, including a review of inclusionary housing. (Q5)	In Progress
13. Evaluate Expanding LeonWorks as a regional event to address work force and talent pipeline responsive to the needs of our region. (EC2)	Complete/Ongoing
14. Explore the creation of local Enterprise Zone incentives to be managed by the Office of Economic Vitality in support of economic growth and development. (EC2)	Complete/Ongoing
15. As part of sense of place initiative for Miccosukee, evaluate the opportunity to combine activities from the existing community center into the Old Concord School. (Q1, Q5, Q6)	Ongoing
16. Implement a minimum grid bicycle route network. (Q6, Q1)	In Progress
17. Evaluate incorporating social infrastructure into the comprehensive plan land use element update. (G3, G5)	In Progress
18. In partnership with the Canopy Roads Committee, update the long-term management plan for the Canopy Roads including an active tree planting program. (EN3)	Complete/Ongoing

Leon County Fiscal Year 2022 Tentative Budget

Department of PLACE

	19. Conduct an updated market feasibility study and evaluation of the Fairgrounds relocation/modification. (EC1, EC2)	In Progress
	20. Work with the City of Tallahassee to develop a branding strategy for the community's trail system. (EC4)	In Progress
	21. Support the Complete Count Committee in educating the community and promoting the 2020 Census. (G3)	Complete
	22. Evaluate potential enhancements to the Lake Talquin/Urban Fringe (LT/UF) zoning district to provide more opportunity for commercial uses that are functionally supportive and related to eco-tourism or natural resource-based activities along the southern shoreline of Lake Talquin. (EC2, EC4)	In Progress
	23. Develop a policy and criteria for adding County roads to the canopy road system. (EN2, EN3)	In Progress
	24. Coordinate with the City of Tallahassee in pursuing designation as an AARP Age-Friendly Community Network to enhance the community's livability for residents of all ages. (Q6)	In Progress
	25. Create a Citizen's North Monroe Street Task Force with City of Tallahassee participation, staffed by the City/County Planning Department charged with identifying opportunities to reduce crime and improve conditions along the North Monroe Corridor between Fred George Road and Tharpe Street.	Complete/Ongoing
Actions	1. Construction of Amphitheater weatherization.	Blueprint
	2. A.) Presented an implementation plan for the Blueprint 2020 infrastructure and economic development program to the Blueprint Intergovernmental Agency Board of Directions. B.) Held a strategic plan workshop with the IA Board to report on the actions accomplished within the last five years. As a result the IA Board approved an update to the strategic plan. C.) Staff is working with VisionFirst Advisors to update the 2016 long-term development strategic plan.	OEV
	3. A.) Establishment of the Elevate Florida's Capital for Business: Catalyzing Workforce Development Opportunities program. B.) Support TCC and Lively Technical College in matching employees who have been laid off as a result of COVID-19 with in-demand skills and trades.	OEV
	4. Implementation of Recommendations from the Disparity Study Update.	OEV
	5. A.) Hosted the ACE Tour 8. B.) Staff participation in ACE Tours.	OEV
	6. A.) Annual Small Business Saturday campaign. B.) Open 4 Takeout Map. C.) Love Your Local campaign to promote and support local, small businesses	OEV/Tourism/OIT
	7. A.) Revolving Loan Fund B.) Revolving Microlending Program Utilizing CARES Funds	OEV/ Administration
	8. A.) Completed Phase 1 stakeholder outreach and analysis and present to Commissions to direct consultant on the desired methodology. B.) Complete Phase 2A, which entails developing a Mobility Infrastructure Plan upon which new fees would be based. C.) Complete Phase 2B, which involves the development of necessary ordinances to implement the new fee system.	Planning/Public Works/DSEM
	9. A.) Partnership with International Trade Administration to assist Tallahassee-Leon County companies that want to sell their products and services abroad. Every other month, a federal expert on global trade will be in Tallahassee offering free help and resources to local businesses seeking to become export ready for the global economy. B.) Promoted Magnetic Capital of the World Campaign.	OEV
	10. A.) Design and permitting phase of the Capital Circle Greenway network, including Broadmoor Spur Trail and Golden Aster Trail. B.) Design phase of the Lake Jackson and Lake Jackson South greenway projects, which will include new trail connections to Okeeheepkee Prairie County Park and the Meginnis Arm Canoe Launch. C.) Present the IA Board with the Proposed FY 2022 Bike Route System Work Plan.	Blueprint/ Resource Stewardship/ Public Works
	11. Planning will support Blueprint in implementing the Greenways Master Plan by identifying partnership opportunities as part of new development or redevelopment within the community.	Planning/Blueprint

Leon County Fiscal Year 2022 Tentative Budget

Department of PLACE

Actions

12.	A.) Hosted a community forum dedicated to rural community issues. B.) Review similar scopes by other communites. C.) Consultant execution of scope of work.	Planning
13.	Hosted the 2020 Leon Works Expo with participation from surrounding counties.	OEV
14.	A.) Implemented the Urban Vitality Job Creation Pilot Program to incentive businesses to great jobs within the Promise Zone area. The program will be piloted over a three year period and continuously evaluated. B.) COVID-19 Grants and Assistance.	OEV
15.	Presentation of Miccosukee Rural Community Sense of Place Plan	Planning/ORS
16.	Prepare a comprehensive mapping application showing all current inventory & planned projects; include in summer Blueprint IA update.	Planning/Blueprint
17.	Include in the Land Use Element Update Consultant RFP that they will develop draft policies that will support social infrastructure throughout Leon County in key locations.	Planning
18.	In coordination with Public Works and the Canopy Road Citizen Committee, established goals for the update of the Canopy Road Management Plan, including identification of target areas for replanting within the Canopy Road Protection Zones.	Planning/Public Works
19.	Blueprint presented an agenda item to the IA Board seeking procurement authorization for the Fairgrounds project, including an updated market study and alternative site analysis. Blueprint also requested $100,000 be approved for the updated study and analysis.	Blueprint
20.	Results of the rebranding survey for the Capital City to the Sea regional trail network presented at the May 26, 2020 IA Board meeting. The IA Board directed Blueprint to share the top three recommendations from the rebranding survey with the CRTPA for further consideration.	Blueprint/Tourism
21.	Outreach Plan was developed by communications and implementation is underway.	Planning/CMR
22.	Review existing policies among Planning and DSEM staff; Identify stakeholders in the area and review potential zoning code or Comp Plan changes with them.	Planning/DSEM
23.	Reviewed proposed process with the Canopy Road Citizen Committee.	Planning DSEM
24.	Presented Final Workplan to the City and County Commissions and Request Authorization to Submit AARP Age-Friend Community Application.	Planning/ Administration
25.	Present Task Force recommendations to the Board.	Planning

Bold Goals and Five-Year Targets

Target 2: *Co-Create 500 Entrepreneurial Ventures and 11,000 New Jobs, Including 400 High Wage Jobs in High Tech Clusters (T2)*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Entrepreneurial Ventures [1]	78	129	166	373	500	500
11,000 New Jobs[2]	3,745	3,854	6,713	-5,249	TBD	TBD
High Wage Jobs[3]	163	123	123	362	400	400

Note:

1. Over the last four years, Leon County has co-created 373 entrepreneurial ventures (75% of the target). An entrepreneurial venture is a new business formation that is in the early stages of getting capitalized and then developing, organizing, and managing a business toward initial profitability. New entrepreneurial ventures are reported to OEV by partner organizations such as Domi Station, Innovation Park, and the Jim Moran College of Entrepreneurship. Through these partnerships, 373 entrepreneurial ventures have started in Leon County.
2. Due to the COVID-19 pandemic, Leon County experienced unemployment rates as high as 8.5%, which will significantly impact the County's ability to meet the target for co-creating 11,000 new jobs by the end of the current fiscal year. In FY 2017, at the start of the current five-year Strategic Plan, almost 147,000 jobs were located in Leon County. By the end of last year, the number of jobs grew to almost 154,000. Since the pandemic, the local job market has shrunk to approximately 142,000, a net loss of approximately 5,000 jobs since FY 2017.
3. Over the last four years, Leon County has co-created 362 high-wage jobs in high tech clusters (90% of the target).

**** The Board is anticipated to develop a new set of Targets and Goals at its January 2022 Retreat as part of the next strategic planning cycle.***

Leon County Fiscal Year 2022 Tentative Budget

Department of PLACE

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	123,199	128,927	131,033	-	131,033	135,014
Grants-in-Aid	1,225,002	953,378	966,815	-	966,815	986,151
Total Budgetary Costs	1,348,201	1,082,305	1,097,848	-	1,097,848	1,121,165

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Planning Department	1,348,201	1,082,305	1,097,848	-	1,097,848	1,121,165
Total Budget	1,348,201	1,082,305	1,097,848	-	1,097,848	1,121,165

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	1,348,201	1,082,305	1,097,848	-	1,097,848	1,121,165
Total Revenues	1,348,201	1,082,305	1,097,848	-	1,097,848	1,121,165

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Planning Department	23.50	23.50	23.50	-	23.50	23.50
Total Full-Time Equivalents (FTE)	23.50	23.50	23.50	-	23.50	23.50

Planning Department (001-817-515)

Goal	The goal of the Tallahassee-Leon County Planning Department is to provide accurate information, creative and effective planning recommendations, and expertise in the areas of long-range land use, environmental, and transportation planning for the orderly growth of the Leon County and Tallahassee community.
Objectives	**Management** 1. Provides coordination and oversight of all planning functions. 2. Administers the department budget; ensures expenditure levels conform to approved resources. 3. Monitors federal and state legislation impacting municipal government planning activities. 4. Provides timely and effective planning information and recommendations for the orderly growth of the Tallahassee and Leon County community. **Land Use Administration** 1. Reviews applications for rezoning, Planned Unit Developments (PUD), Developments of Regional Impact (DRI), and other large-scale developments. 2. Processes and reviews site plan development applications and provides customer service by demonstrating code-compliant design concepts. 3. Assists other divisions and departments with the creation and processing of land development regulations for special study areas. 4. Reviews County and City development plans. **Comprehensive Planning** 1. Implements Comprehensive Plan through the review of and participation in a variety of projects and through staffing the annual Plan amendment cycle and public participation process. 2. Develops and implements long range plans for special study areas, hazard mitigation planning such as the Local Mitigation Strategy and transportation/mobility projects, including bike routes and greenway plans. 3. Provides coordination for long-range planning projects and issues and the coordination of land use and the schedule of capital improvements. 4. Prepares and implements the Urban Forest Management Plan and Canopy Roads Maintenance Agreement. 5. Implements alternative transportation infrastructure projects and citizen engagement for bicycle and pedestrian initiatives. **Neighborhood and Urban Design** 1. Researches and prepares reports and recommendations for urban design studies as directed by the County Commission, City Commission, and State statutes. 2. Prepares and implements Placemaking action plans in coordination with Special Projects and Outreach. 3. Reviews site plan development applications and provides design assistance/review in coordination with City Growth Management and County Development Support and Environmental Management. 4. Oversees design and coordinates implementation of adopted Wayfinding System. 5. Assists with policy and code development and updates. **Special Projects and Outreach** 1. Researches and prepares reports and recommendations for special planning initiatives and urban design studies as directed by the County Commission, City Commission, and State statutes. 2. Develops and implements new public outreach and engagement strategies. 3. Coordinates with other Departments to prepare and implement interdepartmental plans and initiatives as the direction of the County Commission and City Commission. 4. Administers Citizen Committees and Placemaking Plans in coordination with other divisions.
Statutory Responsibilities	Florida Statutes: Chapter 163 “Comprehensive Planning”, Chapter 163 “Development Agreements”, Chapter 125, Title 11, Chapter 164 “ Municipal Annexations & Contractions”, Chapter 339 “Transportation Planning”, Chapter 427 “Land Acquisition”; Local: Chapter 10, Article II “ Local Planning Agency”, Article V “Comprehensive Planning”, Article VI “Concurrency Management”, Article VII “ Environmental Management”
Advisory Board	Planning Commission; Local Planning Agency; Canopy Roads Citizens Advisory Board; Water Resources Committee; Local Mitigation Strategy Committee; Joint City/County Bicycle Work Group; Miccosukee Working Group; Frenchtown Working Group; Midtown Working Group

Planning Department (001-817-515)

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
EN3	Number of Land Use Applications Processed, including Site Plans, Text Amendments, Subdivisions, Plats, etc. (City and County)[1]	190	284	270	270
EN3	Number of Rezonings, PUDs Reviewed (County & City)[2]	17	23	22	22
EN3	Number of Comp Plan Amendments Analyzed and Processed (County & City)[3]	12	14	9	12
EN3	Number of new dwelling units reviewed and/or approved (City and County)[4]	1,002	1,268	1,300	1,400
EN3	Number of Non-Residential sq. ft. reviewed or approved (City and County)[5]	1,488,044	1,188,501	1,200,000	1,200,000
Q5,Q6	Number of Planning Commission Public Hearings[6]	12	12	12	12
EN3	Number of GIS Layers Maintained[7]	45	48	48	48
Q5,Q6	Number of public workshops/Listening sessions/Neighborhood meetings[8]	75	58	82	80
Q5,Q6	Number of committee meetings (Ex: Canopy Road, Water Resources, Joint Bicycle Workgroup, etc.) [9]	50	75	65	65
Q5,Q6	Number of CONA & ATN Meetings[10]	6	0	6	6
EN3,G1	Number of direct mail notices[11]	11,664	12,306	18,000	18,000
EN3,G1	Number of web postings or updates[12]	190	237	220	200
EN3,G1	Number of Newspaper Advertisements (Average 2 – 3 per month)[13]	31	34	36	36

Notes:

1. The number of development applications received is driven by external economic factors due to the market demand in new development. Despite Covid-19 pandemic-related disruptions, the number of applications in FY 2020 exceeded the estimate and have continued at a similar pace into FY 2021.
2. The number of rezoning and planned unit development applications reviewed and processed increased slightly in FY 2020 due to continued growth in the County, and are expected to continue at a similar pace in FY 2021 and FY 2022.
3. The number of Comprehensive Plan Amendments to come before the Board for adoption in FY 2021 is estimated to decrease because several proposed amendments were withdrawn by the applicant after staff completed the analysis and recommended denial due to the amendments being inconsistent with the Comprehensive Plan.
4. The total number of new dwelling units approved in FY 2020 increased 27% from FY 2019 because of a 48% increase in multi-family units and a 13% increase in single-family units. Estimates for FY 2021 and FY 2022 are projected to increase due to the growing market trends.
5. The square footage of non-residential development reviewed or approved in FY 2020 decreased by 20% over FY 2019 and is estimated to remain consistent for FY 2021 and FY 2022.
6. The number of Planning Commission Public Hearings maintained as the previous years.
7. The number of GIS layers maintained totaled 48 layers.
8. The number of public workshops, listening sessions, and neighborhood meetings decreased due to limitations created by Covid-19 restrictions requiring social distancing and limited numbers of attendees at in-person gatherings. The number of events is estimated to increase in FY 2021 and FY 2022 as COVID-19 restrictions are lifted.
9. The number of committee meetings increased in FY 2020 due to continuing activity of the Frenchtown, Miccosukee, and Midtown Working Groups.
10. The Council of Neighborhood Associations (CONA) are scheduled to meet every other month but have gone to meeting only as needed. Staff has not attended any of CONA meetings in FY 2020 due to COVID-19 restrictions. Meetings are anticipated to resume in FY 2021 and FY 2022.
11. The number of direct mail notices fluctuates because it is dependent upon the location of the application property and the number of properties within 1,000 ft.
12. The number of web postings and updates exceeded the estimate by 19% in FY 2020.
13. The number of newspaper advertisements increased by 10% in FY 2020. The average number of ads per month is 2-3.

Planning Department Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	123,199	128,927	131,033	-	131,033	135,014
Grants-in-Aid	1,225,002	953,378	966,815	-	966,815	986,151
Total Budgetary Costs	1,348,201	1,082,305	1,097,848	-	1,097,848	1,121,165

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
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Total Budget	1,348,201	1,082,305	1,097,848	-	1,097,848	1,121,165

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
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Total Revenues	1,348,201	1,082,305	1,097,848	-	1,097,848	1,121,165

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Planning Department	23.50	23.50	23.50	-	23.50	23.50
Total Full-Time Equivalents (FTE)	23.50	23.50	23.50	-	23.50	23.50

Planning Department - Planning Department (001-817-515)

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Total Revenues	1,348,201	1,082,305	1,097,848	-	1,097,848	1,121,165

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Planner II	6.00	6.00	6.00	-	6.00	6.00
Urban County Forester II	1.00	1.00	1.00	-	1.00	1.00
Planner I	1.00	1.00	1.00	-	1.00	1.00
GIS Coordinator (City)	1.00	1.00	1.00	-	1.00	1.00
Executive Secretary	1.00	1.00	1.00	-	1.00	1.00
Transportation Planner	1.00	1.00	1.00	-	1.00	1.00
Director of PLACE	0.50	0.50	0.50	-	0.50	0.50
Graphics & Mapping Specialist	2.00	2.00	2.00	-	2.00	2.00
Administrative Supervisor	1.00	1.00	1.00	-	1.00	1.00
Secretary IV	3.00	3.00	3.00	-	3.00	3.00
Land Use Planning Administrator	1.00	1.00	1.00	-	1.00	1.00
Community Involvement Planner	1.00	1.00	1.00	-	1.00	1.00
Principal Planner	2.00	2.00	2.00	-	2.00	2.00
Planning Manager	1.00	1.00	1.00	-	1.00	1.00
Comprehensive Planning Administrator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	23.50	23.50	23.50	-	23.50	23.50

The Planning Department budget represents the County's share of the Planning Department costs. For budgeting purposes, Planning Department employees may choose either County or City benefits. The personnel budget reflects a 0.5 full time equivalent employee (the Director of PLACE) opting for County benefits. The remaining budget includes the County's share of rent for the Planning Department office space. The County's share of the Planning Department's operating budget, including funding for the County's share of personnel cost. As part of the interlocal agreement for the joint County City Planning Department, the County's share of the Planning Department's budget is 34.2%. This is based on the percentage of Leon County residents living in the unincorporated portions of the County.

The major variances for the FY 2022 Planning Department budget are as follows:

Increase to Program Funding:
1. Personnel cost related to one employee opting to receive County benefits.
2. County share of operations to the City increased in amount of $13,437 is related to the County's share of operations.

Leon County Fiscal Year 2022 Tentative Budget

Office of Financial Stewardship

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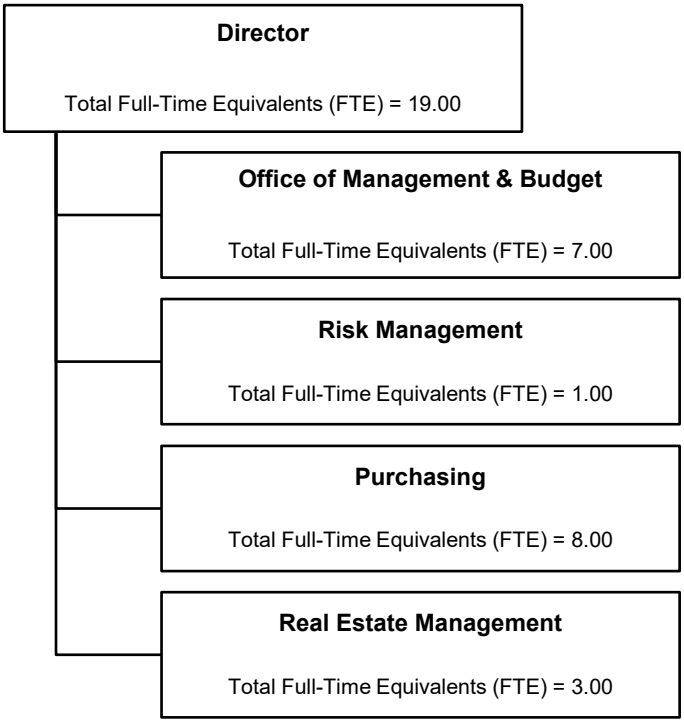
Leon County Fiscal Year 2022 Tentative Budget

Office of Financial Stewardship



Executive Summary

The Office of Financial Stewardship section of the Leon County FY 2022 Annual Budget is comprised of the Office of Management & Budget, Risk Management, Purchasing, and Real Estate.

The Office of Management & Budget provides financial management and guidance to the Board, County Administrator, and other departments. Risk Management manages the County's activities in an effort to minimize total long-term costs associated with accidental losses. Purchasing provides procurement services, contract management, and supplies and commodities for all County departments under the Board. Real Estate provides the management of acquisition and disposition of real property and County property leases.

On December 12, 2016, the Board approved transitioning its strategic planning to a five-year planning cycle that spans from FY 2017 through FY 2021, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, County Administration as well as the offices therein, created Business Plans communicating the continued alignment of the Board's strategic priorities and initiatives with the office's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the office in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

The Office of Management & Budget (OMB) developed a balanced Operating and Capital Improvement Program budget on behalf of the County Administrator, as adopted by the Board. The annual Operating and Capital Improvement Program, and Budget in Brief are available on the County's web page. OMB budgeted CARES Act Funding with targeted distribution of $51.2 million in Coronavirus Relief Funds allocated to Leon County including $18.2 million for Public Health, Safety, and Compliance; $24.4 million for Individual, Community, and Small Business Assistance; and $8.5 million for Reserve/Replenishment Account. Moreover, OMB managed the application process and distributed over $2.6 million in CARES Act funding to 184 local nonprofit organizations. OMB received the Government Finance Officers Association of the U.S. and Canada's Distinguished Budget Award for the 31st consecutive year, including a Special Performance Measures Recognition, a first-time and coveted achievement recognizing the budget's deliberate alignment with the highest strategic goals of the organization. Additionally, OMB received an I² (Innovator/Inspirator) Award for handling of the Non-profit Assistance Grant - Internal Implementation.

Purchasing continues to expand the use of electronic documents, including the implementation of electronic purchase orders and electronic requisitions. This allows vendors, staff, and other interested parties to obtain copies of purchasing and solicitation documents in a more efficient and cost-effective manner, while promoting sustainability by reducing the use of paper. Purchasing continues to serve citizens faster and more easily with an online procurement system called Procurement Connect. This system provides vendors instant access to many different services and processes such as, instant access to bids, requests for proposal, invitations to negotiate, and various other solicitation documents. Use of this system reduces paper use and mailing costs, further demonstrating the County's commitment to sustainable business practices.

Real Estate Management continues to lease vacant space in County-owned buildings. Real Estate Management also manage the inventory of County-owned property, process tax deeds, and identify appropriate properties in County and Constitutional Offices' space needs.

Risk Management continues to strive to protect the County against the financial consequences of accidental losses by establishing, implementing and monitoring an integrated county-wide safety program. Reduced accident and injury rates have a direct correlation to insurance premiums paid to protect the County's resources. In order to ensure that Leon County continues to maintain a safe working environment for its employees, Risk Management coordinated eight safety sessions and conducted monthly site visits.

Leon County Fiscal Year 2022 Tentative Budget

Office of Financial Stewardship Business Plan

Mission Statement

The mission of the Office of Financial Stewardship is to provide sound financial management, ethical procurement services and asset control to the Board of County Commissioners, County Administrator and Board departments, offices and divisions, while minimizing long-term costs associated with accidental losses, in order to support effective decision making and ensure responsible stewardship of County resources.

Strategic Priorities

Governance

- G2 - Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value.
- G4 - Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices.
- G5 - Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner.

Strategic Initiatives

1.	Seek opportunities for partnerships through NACo and FAC's enterprise programs.	Complete/ Ongoing
2.	Evaluate establishing a living wage for County employees and continue to provide opportunities for industry certifications and training for those employees in skilled craft, paraprofessional, and technician positions. (G4)	Complete

Actions

1.	Leon County continues to participate in NACo's Government Purchasing Alliance. Leon County also continues to participate in the Florida Municipal Insurance Trust Property and Workers Compensation Program.	Purchasing
2.	As part of the FY 2022 budget workshop, the County implemented an $14.00/hour minimum living wage for County employees.	OMB

Bold Goals and Five-Year Targets

Target: *Reduce by 60% the outstanding debt of the County. (T15)*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Percentage of Outstanding Debt Reduced[1]	17%	17%	16%	16%	7.7%	73.7%

Notes:

1. This goal is accounted for annually, and by the end of FY 2021 will cumulatively reach a 73.7% reduction in County Debt. Based on the current debt service schedule and recent refinancing, the County is on pace to exceed this target.

The Board is anticipated to develop a new set of Targets and Goals at its January 2022 Retreat as part of the next strategic planning cycle.

Leon County Fiscal Year 2022 Tentative Budget

Office of Financial Stewardship

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,472,598	1,451,583	1,613,795	1,316	1,615,111	1,664,244
Operating	362,419	459,406	473,733	-	473,733	479,008
Capital Outlay	-	5,880	-	-	-	-
Grants-in-Aid	65,075	63,175	63,175	-	63,175	63,175
Total Budgetary Costs	1,900,092	1,980,044	2,150,703	1,316	2,152,019	2,206,427

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Office of Management and Budget	747,958	792,071	861,900	-	861,900	886,470
Risk Management	245,194	212,584	200,566	-	200,566	204,350
Purchasing	576,504	585,743	644,341	1,316	645,657	667,698
Real Estate Management	330,436	389,646	443,896	-	443,896	447,909
Total Budget	1,900,092	1,980,044	2,150,703	1,316	2,152,019	2,206,427

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	1,654,898	1,767,460	1,950,137	1,316	1,951,453	2,002,077
501 Insurance Service	245,194	212,584	200,566	-	200,566	204,350
Total Revenues	1,900,092	1,980,044	2,150,703	1,316	2,152,019	2,206,427

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Office of Management and Budget	7.00	7.00	7.00	-	7.00	7.00
Purchasing	8.00	8.00	8.00	-	8.00	8.00
Real Estate Management	3.00	3.00	3.00	-	3.00	3.00
Risk Management	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	19.00	19.00	19.00	-	19.00	19.00

Office of Management and Budget (001-130-513)

Goal	The goal of the Office of Management & Budget is to continuously enhance the quality of County services by optimizing the use of County financial resources through the effective provision of planning, policy analysis, budget development, budget implementation, and program evaluation services to benefit citizens, elected officials, and staff.
Core Objectives	1. Provide financial management assistance to the County Administrator and other departments. 2. Responsible for the development, monitoring, and control of the annual operating budget and capital improvement program. 3. Forecast and monitor County revenues. 4. Responsible for the County's annual Truth in Millage (TRIM) process. 5. Conduct research, fiscal policy analysis for special projects, and management reviews as requested by the County Administrator and Board.
Statutory Responsibilities	Florida Statute, Chapter 125 "County Government"; Florida Statute, Chapter 129 "County Annual Budget"; Florida Statute, Chapter 200 "Determination of Millage"
Advisory Board	Financial Investment Advisory Committee; Investment Oversight Committee; Blueprint 2000 Finance Committee

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G5	Net Budget Per Countywide Resident*	1:$861	1:$1,461*

*Benchmark is generated from the average net budget per county resident of Like-Sized Counties. Benchmarked Counties include: Lake, St. Lucie, Escambia, Alachua, Osceola and St. Johns.

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY2021 Estimate
T15	**Target: Reduce by 60% the outstanding debt of the County**	**17%**	**17%**	**16%**	**16%**	**7.7%**

The Board is anticipated to develop a new set of Targets and Goals at its January 2022 Retreat as part of the next strategic planning cycle.

Notes:

1. In FY 2019, the County reduced its debt by 16%, leaving an outstanding balance of $24,768,303. Based on the current debt service schedule and recent refinancing, the County is on pace to exceed this target. The County paid $492,662 worth of interest and made principal payments totaling $7,7076,873 in FY 2020 for another 16% debt reduction. Bonds issued to acquire Leon County Office Annex Building were paid and closed in FY 2020, significantly reducing the amount of remaining debt.

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
G5	Meet all requirements of Florida Statutes 129 and 200 Truth-in-Millage (TRIM)	Yes	Yes	Yes	Yes
G5	Forecast actual major revenue source within 5% of the budget (actual collections as a % of budget)	98%	98%	98%	98%
G2	Process budget amendment requests within 2 business days of the next scheduled Board meeting (% is an estimate)	100%	100%	100%	100%
G5	Develop 2 semi-annual performance reports by May 30 and November 30	2	2	2	2
G2	Review all agenda items in less than 2 days 95% of the time	98%	98%	99%	99%
G2	Percentage of departmental performance measures reviewed	100%	100%	100%	100%
G2	Number of program management analyses performed	1	1	1	1

Office of Management & Budget (001-130-513)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	603,561	652,906	719,110	-	719,110	741,549
Operating	81,222	75,990	79,615	-	79,615	81,746
Grants-in-Aid	63,175	63,175	63,175	-	63,175	63,175
Total Budgetary Costs	747,958	792,071	861,900	-	861,900	886,470

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	747,958	792,071	861,900	-	861,900	886,470
Total Revenues	747,958	792,071	861,900	-	861,900	886,470

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Budget Manager	1.00	1.00	1.00	-	1.00	1.00
Senior Management and Budget Analyst	1.00	2.00	2.00	-	2.00	2.00
Director Office of Financial Stewardship	1.00	1.00	1.00	-	1.00	1.00
Management & Budget Analyst	3.00	2.00	2.00	-	2.00	2.00
Management Analyst	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	7.00	7.00	7.00	-	7.00	7.00

The major variances for the FY 2022 OMB budget are as follows:

Grants-in-Aid line item funding for Historic Preservation was approved by the Board during the FY 2022 budget process.

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.
2. Increases in operating costs associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of Covid-19.

Risk Management (501-132-513)

Goal	The goal of Risk Management is the preservation of physical and human assets and to minimize exposure to loss to avoid costly impacts.
Core Objectives	1. Plan, evaluate and identify insurable risks and loss potential, and review current insurance trends and legislation to modify risk coverage. 2. Prepare, negotiate and coordinate all the County's insurance programs. 3. Directly administer all insurance programs with the exception of employee health coverage. 4. Coordinate and participate in all investigations, accidents and injuries that involve County employees on County maintained or owned facilities and/or properties. Review all reported workers' compensation injuries, near accidents and/or misses, over utilization, abuses, and circumstances surrounding all claims and periodically visiting the employee to ascertain their status. 5. Maintain, process, and record all insurance or damage claims filed against the County and liaisons with the appropriate insurance carriers.
Statutory Responsibilities	Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964; The Americans with Disabilities Act Title I; Vietnam Era Veterans' Readjustment Assistance Act of 1974; Mental Health Parity Act of 1996; Florida Statute, Chapter 110.227 "Suspension, Dismissals, Reduction in Pay, Demotions, Transfers, and Layoffs"; Florida Statute, Chapter 112.313, Code of Ethics, Chapter 440 "Workers' Compensation"; Federal Motor Carrier Safety Administration Part 382 Part, Section 382.305 Random Testing.
Advisory Board	Board President of the North Florida Safety Council; Leon County Safety Committee; Courthouse Emergency Management Group

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
G5	# of Workers' compensation claims filed[1]	177	153	140	150
G5	# of Safety/Loss prevention training courses conducted[2]	7	8	8	8
G5	# of auto accidents investigated[3]	8	6	12	8
G5	# of Coordinated Safety Committee meetings[4]	11	7	12	12
Q4	# of DOT tests administered annually[5]	16	38	36	47

Notes:

1. In FY 2020, Workers' Compensation claims decreased by 15% compared to FY 2019. Staff continues to train and promote safety in the workplace to reduce workers compensation claims which is reflective in the estimates for FY 2021.
2. In FY 2020, eight safety training events were provided at six separate locations. Estimates remain constant for future trainings.
3. There were six At-Fault automobile accidents in FY 2020. Staff continues to train and promote safety in the workplace to reduce At-Fault claims.
4. The Safety Committee meets on a monthly basis with consistent attendance. However, COVID-19 prevented the Safety Committee from meeting March through May, along with July and August of FY 2020. Meetings have taken on a different platform due to the pandemic and is currently meeting via Zoom.
5. Risk Management conducts random DOT drug testing in accordance with 49 CFR 382.305. Effective January 1, 2020, random drug testing increased from 25% of average number of driver positions to 50% of the average number of driver positions.

Risk Management (501-132-513)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	172,638	134,370	115,332	-	115,332	119,116
Operating	72,556	78,214	85,234	-	85,234	85,234
Total Budgetary Costs	245,194	212,584	200,566	-	200,566	204,350

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
501 Insurance Service	245,194	212,584	200,566	-	200,566	204,350
Total Revenues	245,194	212,584	200,566	-	200,566	204,350

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Risk Manager	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2022 Risk Management budget are as follows:

Decrease to Program Funding:
1. Personnel cost related to the retirement of a long time employee offset by the costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Increase to Program Funding:
1. Increases in operating costs in the amount of $7,000 is associated with insurance broker fees contract.

Purchasing Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	540,386	530,995	591,870	1,316	593,186	612,333
Operating	36,118	48,868	52,471	-	52,471	55,365
Capital Outlay	-	5,880	-	-	-	-
Total Budgetary Costs	576,504	585,743	644,341	1,316	645,657	667,698

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Procurement (001-140-513)	459,575	468,612	529,204	-	529,204	546,957
Warehouse (001-141-513)	116,929	117,131	115,137	1,316	116,453	120,741
Total Budget	576,504	585,743	644,341	1,316	645,657	667,698

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	576,504	585,743	644,341	1,316	645,657	667,698
Total Revenues	576,504	585,743	644,341	1,316	645,657	667,698

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Procurement	6.00	6.00	6.00	-	6.00	6.00
Warehouse	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	8.00	8.00	8.00	-	8.00	8.00

Purchasing – Procurement (001-140-513)

Goal	The goal of the Procurement Program is to provide: 1) timely and professional procurement services to secure requested supplies, services, and commodities at a specified level of quality and at the lowest possible cost, through open and fair competition; and 2) an exemplary records and management control program for the tangible personal property of Leon County.
Core Objectives	1. Review all purchasing activity for compliance with Purchasing Policy and applicable state laws. 2. Process requisitions and purchase orders and assist departments/divisions with technical information, quotes, and purchasing related requests. 3. Obtain price quotes, prepare and receive informal bids, review state and cooperative purchasing contracts for vendor sources and best pricing. 4. Provide accounts payable assistance to vendors and staff. 5. Prepare, advertise, and receive bids and Requests for Proposals (RFP's), and coordinate the evaluation processes for those bids and RFP's. 6. Administer the County procurement card program: provide cardholder training, card management, and audits of card activity. 7. Implement and provide contract management services for County-wide services contracts such as uniforms. 8. Administer the County property control program: maintain property control records, perform and reconcile property inventory, and provide technical assistance to Property Custodians.
Statutory Responsibilities	Leon County Government Purchasing Policy (revised 02/25/2020), Purchasing Card Policy (revised 2/12/13), and Tangible Personal Property Policy (revised 09/24/2019); Florida Statute, Chapter 255 "Public Property and Publicly Owned Buildings"; Florida Statute, Chapter 274 "Tangible Personal Property"; Florida Statute, Chapter 287 "Public Procurement"; Office of Economic Vitality, "Minority, Women, and Small Business Enterprise Policy."
Advisory Board	None

International City/County Management Association Comparable Performance Measurement 2010

Benchmarking

Priorities	Benchmark Data	Leon County	ICMA Mean	ICMA Median
G2, G4	$ amount of Central Purchasing purchases per Central Purchasing FTE (millions)	$22.2	$20.5	$13.0
G2, G5	% of Purchasing Conducted with Purchasing Card	8.12%	5.87%	2.56%

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
G2, G5	% of completed requisitions for purchase orders processed within 2 days of receipt[1]	98%	98%	100%	100%
G2, G4, G5	# of bids/RFPs processed within 45 work days of receipt of request[2]	95%	95%	100%	100%
G2, G5	# of Purchase Orders Issued[3]	1,696	1,541	2,200	2,250
G2, G5	$ Value of Purchase Orders Issued (millions)[4]	$89	$75	$90	$90
G2, G4	$ Amount of Central Purchasing Office purchases per Central Purchasing FTE (3.35 FTE in 17/18 & 3.9 FTE in FY19/20) (millions)[5]	$25.4	$21.4	$23.5	$23.5
G2, G5	# of Bids Issued[6]	40	59	65	65
G2, G5	Purchasing Card Volume[7]	$7,451,680	$7,275,225	$6,500,000	$6,600,000
G5	Purchasing Card Rebate[8]	$108,049	$101,853	$95,000	$100,000
G2, G5	# of Assets at Year End[9]	8,197	8,340	8,100	8,400
G2, G5	Year End Total Asset Value (millions)[10]	$64.9	$65.8	$65	$65.5
G2, G5	# of Surplus Auctions[11]	35	16	40	25
G2, G5	$ Value of Auction Proceeds[12]	$100,000	$63,786	$90,000	$65,000
G2,G5	# of pre-bid meetings held to provide information on County projects to vendors[13]	35	39	45	50
G2,G5	Ratio of bid protests to total solicited bids[14]	0:55	0:59	0:65	0:65

Notes:

1. The division anticipates processing completed requisitions and purchase orders within two days.
2. The division anticipates the of bids/RFP's number will remain steady due to the combination of more complex solicitations, the incorporation of solicitation development meetings and the review processes of other program areas.
3. The division anticipates that the number of purchase orders will increase from FY 2020 is due to the lessening of COVID-19 impacts as capital improvement project suspensions are lifted and daily operations are returning to pre-COVID-19 levels.
4. The value of purchase orders is projected to return to pre-COVID-19 levels in FY 2021 and FY 2022.
5. The division anticipates a slight increase over the previous fiscal year due to FTE's remaining constant while there is an anticipated increase in the value of purchase orders.
6. The division anticipates the number of solicitations conducted will increase slightly from the previous fiscal year due to the impacts of COVID-19 restrictions being lifted such as the recommencement of previously suspended capital projects.
7. The purchasing card value is anticipated to increase in FY 2022 due to increase usage by staff. However, during FY 2020, the purchase card was used extensively to purchase needed commodities and services related to the COVID-19 pandemic while many other operational purchases declined due to stay-at-home orders. The division anticipates that the value of purchasing card usage will increase slightly based upon the return to work.
8. The projected purchasing card rebate increase in FY 2022 is directly related to the increase in the purchasing card value.
9. The projected assets increase is related to MIS procuring more laptops and other technology devices needed for employees to telework due to the COVID-19 pandemic as well as the initiative to move to an all-in-one desktop.
10. The increase in the value of assets is directly related to the increase in the number of assets.
11. The division anticipates the number of auctions will increase slightly from FY 2020 as the impacts from the COVID-19 pandemic are lessened such as, a return of public auctions, reopening of offices, and a return to daily operations.
12. The division anticipates the value of the auctions will increase slightly over FY 2020 due to more items being available to auction and more auctions being held after the slow down due to COVID-19.
13. The division anticipates the number of meetings to increase slightly based upon the complexity of the projects to vendors and the implementation of the new MWSBE policy.
14. There were no formal protests during FY 2020.

Purchasing - Procurement (001-140-513)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	429,478	418,025	480,666	-	480,666	495,525
Operating	30,097	44,707	48,538	-	48,538	51,432
Capital Outlay	-	5,880	-	-	-	-
Total Budgetary Costs	459,575	468,612	529,204	-	529,204	546,957

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	459,575	468,612	529,204	-	529,204	546,957
Total Revenues	459,575	468,612	529,204	-	529,204	546,957

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Director of Purchasing	1.00	1.00	1.00	-	1.00	1.00
Purchasing Specialist	1.00	1.00	1.00	-	1.00	1.00
Procurement Administrator	1.00	1.00	1.00	-	1.00	1.00
Purchasing Agent & Property Control Specialist	1.00	1.00	1.00	-	1.00	1.00
Contract Compliance Specialist	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	6.00	6.00	6.00	-	6.00	6.00

The major variances for the FY 2022 Procurement budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.
2. Increases in operating costs associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of Covid-19.

Purchasing – Warehouse (001-141-513)

Goal	The goal of the Warehouse Program is to procure, stock, and issue high turnover type items to facilitate the work routines of County departments.
Core Objectives	1. Issue supplies and materials from the Warehouse. 2. Procure materials and supplies for the Warehouse and County customers. 3. Provide forklift services for other departments. 4. Process purchase requisitions for Fleet Management and Operations Divisions and provide back-up to Procurement as needed. 5. Assist County staff with identifying vendors and sourcing needed items.
Statutory Responsibilities	Leon County Board of County Commissioners Purchasing Policy (revised 2/25/2020) and Tangible Personal Property Policy (revised 9/24/2019); Florida Statute, Chapter 274 “Tangible Personal Property"; Florida Statute, Chapter 287 “Public Procurement."
Advisory Board	None

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G2, G5	Inventory Turnover Rate (sales / inventory value)	1.65%	Greater than or equal to 1.5
G2, G5	Annual inventory loss/gain (to measure operational accuracy)	0.89%	Less than 1.5% +/-

Benchmark Sources: National Institute of Governmental Purchasing, Inc. (NIGP)

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
G2, G5	Cost per issuance[1]	$7.57	$8.05	$7.75	$7.81
G2, G5	Operational cost % of total dollar value of issuances (expenses / $ value of issuances)[2]	20.45%	23.92%	22.5%	22.6%
G2, G5	# of issuances[3]	15,582	14,531	15,000	15,000
G2, G5	$ volume of issuances[4]	$576,645	$488,917	$525,000	$530,000

Notes:

1. The division anticipates the cost per issuance to increase slightly from the FY 2021 estimate due to a combination of fixed operational costs and reduced number of issuances due to COVID-19.
2. The division anticipates the percentage of operational costs of the value of issuances to increase slightly due to operational costs remaining constant but having a reduced number of issuances due to COVID-19.
3. The number of issues in FY 2022 is projected to remain consistent to the FY 2021 estimate.
4. A slight increase in dollar volume related to the increase in commodity costs is anticipated for FY 2022.

Purchasing - Warehouse (001-141-513)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	110,909	112,970	111,204	1,316	112,520	116,808
Operating	6,021	4,161	3,933	-	3,933	3,933
Total Budgetary Costs	116,929	117,131	115,137	1,316	116,453	120,741

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	116,929	117,131	115,137	1,316	116,453	120,741
Total Revenues	116,929	117,131	115,137	1,316	116,453	120,741

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Materials Management Specialist	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	2.00	2.00	2.00	-	2.00	2.00

The major variances for the FY 2022 Warehouse budget are as follows:

Decrease to Program Funding:
1. Personnel cost related to one new employee and the retirement of a long time employee offset by the costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19, as well as the adjustment to the Living Wage increasing from $12 per hour to $14 per hour.

Real Estate Management Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	156,013	133,312	187,483	-	187,483	191,246
Operating	172,523	256,334	256,413	-	256,413	256,663
Grants-in-Aid	1,900	-	-	-	-	-
Total Budgetary Costs	330,436	389,646	443,896	-	443,896	447,909

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Real Estate Management (001-156-519)	333,763	344,646	398,896	-	398,896	402,909
Tax Deed Applications (001-831-513)	(3,328)	45,000	45,000	-	45,000	45,000
Total Budget	330,436	389,646	443,896	-	443,896	447,909

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	330,436	389,646	443,896	-	443,896	447,909
Total Revenues	330,436	389,646	443,896	-	443,896	447,909

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Real Estate Management	3.00	3.00	3.00	-	3.00	3.00
Total Full-Time Equivalents (FTE)	3.00	3.00	3.00	-	3.00	3.00

Real Estate (001-156-519)

Goal	The goal of the Office of Real Estate Management is the professional management of the County's real estate portfolio including procurement, disposition, leasing and the administration of the county's real property.
Core Objectives	1. Develop and maintain a comprehensive inventory of the County's real estate by the utilization of the existing TLC GIS database. 2. Generate revenue through the leasing of under-utilized space in County buildings. Negotiates leasing terms and conditions with tenants to maximize the rate of return to the County. 3. Develop a long-term strategic plan for the disposition and acquisition of real estate to ensure that it is achieving its highest and best use. 4. Work with County staff in recommending and negotiating the most efficient use of space. 5. Regularly interact with the County Attorney Office to assists in resolving easement usage related to projects. 6. Administer the County's leasing activity to ensure that all aspects of the Lease contract is upheld, manage rent increases and renewals and maintain communications with the tenants and their representatives. 7. Identify alternative uses for under-utilized properties to help advance other County programs such as Community Gardens, Affordable Housing program, Stormwater management facilities, conservation and recreation areas, etc. 8. Work in tandem with Public Works to acquire property rights for capital improvement projects. 9. Coordinate with the County's Tax Collector and the Clerk of Courts in the tracking of the delinquent tax procedures from the issuance of the Tax Certificates by the Tax Collector, the filing of Tax Deed Applications on Tax Certificates issued to the County and supervising the timely presentation of the Tax Deed Applications to Public Sale. Work with the Clerk of the Court on the administration of the parcels that are listed on the List of Lands Available for Taxes until their final escheatment to the County and the addition of these parcels to the portfolio. 10. Work with county staff, affordable housing and County Attorney Office to ensure that the escheated parcels are placed into use by the county, offered to affordable housing or disposed of in a timely matter to return these properties to the County's Tax Roll. 11. Acquire property rights through donations, direct purchases and eminent domain. 12. Manage all County owned lease property; prepare and execute all leases for Leon County.
Statutory Responsibilities	TAX COLLECTIONS, SALES, AND LIENS Chapter 197 197.502 – Application for obtaining tax deed by holder of tax sale certificate; fees. 197.512 – Notice, form of publication for obtaining tax deed by holder. 197.522 – Notice to owner when application for tax deed is made. 197.532 – Fees for mailing additional notices, when application is made by holder. 197.542 – Sale at public auction. 197.552 – Tax deeds. 197.562 – Grantee of tax deed entitled to immediate possession. 197.572 – Easements for conservation purposes, or for public service purposes or for drainage or ingress and egress survive tax sales and deeds. 197.573 – Survival of restrictions and covenants after tax sale.
Advisory Board	N/A

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
Q2	Total leasable square footage occupied[1]	162,387	207,519	207,970	150,700
G5	% of total leasable square footage occupied[1]	78.84%	85.11%	85.11%	75.00%

Notes:

1. Total leasable square footage of space fluctuates from year-to-year depending on the occupancy of space by County or Constitutional offices.
2. Total leasable space reflects actual rental agreement terms and fluctuated based on expiring or new leases.

Real Estate Management - Real Estate Management (001-156-519)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	156,013	133,312	187,483	-	187,483	191,246
Operating	175,851	211,334	211,413	-	211,413	211,663
Grants-in-Aid	1,900	-	-	-	-	-
Total Budgetary Costs	333,763	344,646	398,896	-	398,896	402,909

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	333,763	344,646	398,896	-	398,896	402,909
Total Revenues	333,763	344,646	398,896	-	398,896	402,909

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Real Estate Manager	1.00	1.00	1.00	-	1.00	1.00
Real Estate Specialist	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	3.00	3.00	3.00	-	3.00	3.00

The major variances for the FY 2022 Real Estate Management budget are as follows:

Increases to Program Funding:
1. Personnel cost related to funding the Real Estate Manager position and retirement of a part-time Real Estate Specialist position offset by the cost associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Real Estate Management - Tax Deed Applications (001-831-513)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	(3,328)	45,000	45,000	-	45,000	45,000
Total Budgetary Costs	(3,328)	45,000	45,000	-	45,000	45,000

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	(3,328)	45,000	45,000	-	45,000	45,000
Total Revenues	(3,328)	45,000	45,000	-	45,000	45,000

For FY 2022 this budget is recommended at the same level as FY 2021 and funds the statutorily required tax deed process where the Leon County Government is required to apply for tax deeds for properties with delinquent property taxes.

Leon County Fiscal Year 2022 Tentative Budget

Division of Tourism

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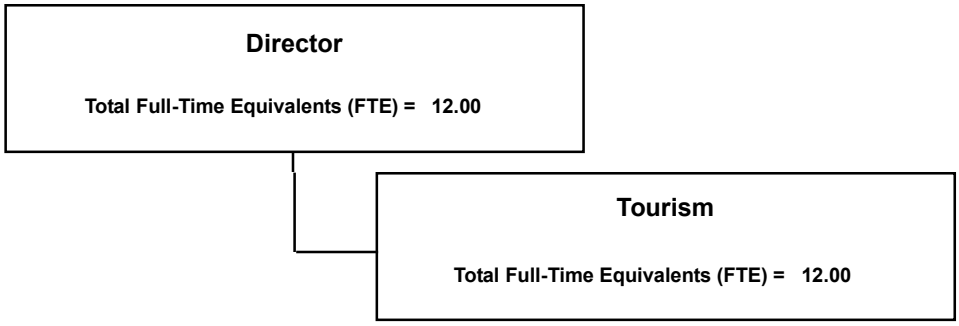
Leon County Fiscal Year 2022 Tentative Budget

Division of Tourism



Leon County Fiscal Year 2022 Tentative Budget

Division of Tourism

Executive Summary

The Division of Tourism, also known as Visit Tallahassee, promotes the Tallahassee-Leon County area through tourism advertising, marketing, public relations, direct sales (sports, meetings & conventions, leisure groups), visitor service functions, and marketing research. This Division is fully funded by the Tourist Development Tax collections in Leon County.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. The Division of Tourism's annual Marketing & Sales Plan and the current FY 2019 - FY 2021 Tourism Strategic Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the Division's actions and performance measures. This is the last year of the current Tourism Strategic Plan. The Leon County Tourist Development Council approved the development of a new 3-year Tourism Strategic Plan this year, beginning in the summer of 2021 and concluding in February 2022 after the Board's Strategic Planning Retreat in January 2022. The new plan will ensure the future work of the Division to increase visitor spending is consistent with the County's priorities, economic goals, community desires and industry needs.

HIGHLIGHTS

Tourism continues to be significantly impacted by the COVID-19 pandemic, however with increased vaccinations, pent-up demand for travel, and the industry slowly rebounding, there is optimism for the future of tourism in Tallahassee-Leon County. While the Division is not anticipating a full recovery until late 2022, there has been an incremental increase in Tourist Development Tax (TDT) generated from overnight stays. The Division is operating on a significantly reduced budget and the $700,000 in CARES Act funding the Division utilized during the last quarter of FY 2020 and the first quarter of FY 2021 for the Restart-Recovery Awareness campaign dramatically bolstered tourism recovery efforts, publicizing that Tallahassee-Leon County is open for business and offers a safe visitor experience. The Board approved a new five-year grant funding agreement with COCA, continuing the County's commitment to arts and culture in the community. Additionally, continuing to pursue the strategic initiative promoting trails and mountain biking experiences, the Division continues efforts to seek the International Mountain Biking Association (IMBA) Ride Center ® designation with support from community partners and launched a new branding campaign highlighting Tallahassee's mountain bike experience. The Board approved (up to) a five-year agreement with Choose Tallahassee, continuing the support and synergy expanding outreach services for relocation to the area. Diversity, equity, and inclusion continues to be a strategic focus both in product development/partnerships and staff development.

Sports tourism is leading the way in event recovery. After nearly eight months of no sporting events in Leon County due to the COVID-19 pandemic, the Division hosted three cross-country events at Apalachee Regional Park in the first quarter of FY 2021 under stringent health and safety protocols. These events were the FSU Invitational/Pre-State Meet, Florida High School Athletics Association (FHSAA) State Cross Country Championships, and the Amateur Athletic Union Track & Field Championships. Although these events looked much different from previous years, they were seamless and all participants, coaches, and spectators were appreciative of staff's efforts to host a safe event during these trying times. Due to the overwhelming success of the FHSAA Division 1A-3A Football Championships at Gene Cox Stadium in 2019, the FHSAA asked Tourism to host all eight divisions of the Football Championships. In December 2020, Tourism hosted the 1A-8A FHSAA Football Championships at Doak Campbell Stadium. The championship brought over 15,000 visitors to Leon County.

In June 2021, The Division, in partnership with the City of Tallahassee and Community Redevelopment Agency, opened the new amphitheater support space, The Parkview at Cascades, after nearly four years of planning and design. The space is a 12,995+/- square-foot multipurpose event facility that will serve as a public rental venue managed by the City when not in use for concerts. The space includes a 3,523-square-foot event ballroom, a board room, a warming kitchen, a green room, artist dressing rooms and production offices. The new space is an asset to the downtown district welcoming visitors and residents, while helping expand and elevate the downtown experience. This space will be utilized to host concerts at the Capital City Amphitheater, with the first socially distanced concert, JJ Grey with MoFro, tentatively scheduled for September 2021.

The Visitor Information Center (VIC) staff continued to provide an adapted service delivery to visitors via phone, email and mail/pick-up information requests until the new satellite Visitor Information Center & Ticket Office opened in May at the new Cascades Park development. Additionally, the bid documents for the restoration and renovation of the historic Amtrak Building near Railroad and Gaines Street, as the new permanent home for the Visitor Information Center, released for the construction plans in July 2021, with an anticipated completion date of late summer 2022.

In FY 2021, the Division provided $309,831 in sponsorship funding via Tourism Grant programs to support 24 outdoor events. Due to COVID-19, Tourism's support is dependent on the event being held outdoors with an approved Health & Safety Plan in place. Over 30 events were cancelled in FY 2021 due to the COVID-19 pandemic.

Leon County Fiscal Year 2022 Tentative Budget

Tourism
Business Plan

Mission Statement

The mission of the Leon County Division of Tourism is to spearhead and coordinate the tourism marketing and management of the destination through the coordination of the hospitality industry, local governments and the business community to sustain and grow visitor spending and job creation in the Tallahassee region.

Strategic Priorities

Economy
- EC1 – Do well-designed public infrastructure which supports business, attracts private investment and has long term economic benefits.
- EC4 – Grow our tourism economy, its diversity, competitiveness and economic impact.

Quality of Life
- Q4 – Support and promote access to basic health and welfare services to our community members most in need.

Governance
- G3 – Sustain a culture that respects, engages and empowers citizens in important decisions facing the community.

Strategic Initiatives

1.	Continue to work with FSU to host NCAA cross country national and regional championships at Apalachee Regional Park (ARP). (EC4)	Ongoing
2.	Enhance sports tourism through the exploration of an NFL Preseason game and other possible events at Doak Campbell Stadium. (EC4)	Ongoing
3.	Further enhance our competitiveness in attracting national and regional running championships by making additional strategic investments at the Apalachee Regional Park (EC1, EC4)	Complete/ Ongoing (ARP).
4.	To continue to support Choose Tallahassee's efforts to market our community as a retirement destination. (Q4 , EC4)	Complete/ Ongoing
5.	Utilizing a portion of the BP settlement funds, identify solutions for weatherization of the Capital City Amphitheater stage, inclusive of potential sound mitigation elements. (EC4)	Complete
6.	Continue to work with FSU on the Civic Center Arena District Master Plan to include the potential partnership to realize the convention center space desired by the County and to bring back issues related to the County's financial and programming roles and participation for future Board consideration. (EC1, EC4)	In Progress
7.	Support the revision of Sec. 125.0104, F.S. to modify the eligibility for levying the local option High Tourism Impact Tax to include counties that are home to Preeminent State Research Universities to levy a sixth cent to support the convention center and arena district. (EC4)	Complete/ Ongoing
8.	Raise awareness of County trails through the Division of Tourism Strategic Plan. (EC4)	Ongoing
9.	Work with the City to develop a branding strategy for the community's trail system. (EC4)	In Progress
10.	Coordinate and enhance local planning efforts to celebrate Leon County/Tallahassee bicentennial in 2024. (G3)	In Progress

Actions

1.	A.) Staff will partner with Florida State Athletics to assemble future bids to host 2022-2024 NCAA cross country Regional and National Championships at Apalachee Regional Park. B.) In partnership with Florida State Athletics, started preparation to host the 2021 National Collegiate Athletic Association Division One Cross County National Championships at Apalachee Regional Park.	FSU Athletics, NCAA, Parks Department
2.	A.) Continue meeting with Florida State Athletics to present the benefits of hosting a Preseason NFL Game. B.) Identify NFL Teams that would potentially participate. C.) Identify potential funding sources that would support hosting an NFL Preseason game in Doak Campbell Stadium. D.) Develop a presentation to promote NFL teams previously identified. E.) Target hosting the NFL Preseason football game in fall of 2020 or 2021. F.) Staff will continue to work with Complex Sports and Entertainment on ways to attract major sporting events to Doak Campbell Stadium.	FSU, NFL, Florida Sports Foundation

Leon County Fiscal Year 2022 Tentative Budget

Tourism

Actions

3. A.) Continue to work with the Division of Parks and Recreation through the final phase and start of construction on the permanent structures at Apalachee Regional Park. B.) Work with the Division of Parks and Recreation and department of Community Media Relations to deploy a final construction grand opening celebration of the permanent buildings at Apalachee Regional Park Cross Country Course. C.) Continue to promote the future infrastructure being built at Apalachee Regional Park.	Parks Division, FSU, various community interests
4. A.) Continue to meet with Choose Tallahassee executive committee and full board as scheduled. B.) Restructured contract with Choose Tallahassee with same level of support and revised activities.	Choose Tallahassee Board
5. Cost analysis for weatherization of the City Amphitheater stage is complete and sound mitigation panels have been purchased and construction is underway.	Blueprint IA, City of Tallahassee
6. A.) Continue to communicate with FSU staff and Leon County Office of Financial Stewardship relating to Civic Center District development. B.) Participate with Florida State University in the market and feasibility analysis. C.) Present findings and recommendations to IA Board to consider timing and financial scope.	Financial FSU, Stewardship
7. Monitor legislation with industry lobbyists while working with community partners to advance legislation in support of levying sixth cent.	FSU, FADMO, County Lobbyist, Hotel partners
8. A.) Launched Trailahasssee 2.0. B.) Participated in an International Mountain Biking Association (IMBA) Trail Lab and began self-assessment process. C.) Highlighted featured trails on a monthly basis on Trailahassee.com. D.) Awarded the Southern Off-Road Biking Association (SORBA) Summit in March of 2020.	Parks Division, Zimmerman Agency,various community interests.
9. Results of the re-branding survey for the Capital City to the Sea regional trial presented to IA Board.	Blueprint IA
10. Staff spoke at Bicentennial meeting at the Florida Department of State coordinated by the Tallahassee Historical Society and is working to develop one unified Bicentennial committee.	Tourism, CMR

Bold Goals and Five-Year Targets

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

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021[4]	Total
Tourism Economic Growth[1]	$.90 billion	$.92 billion	$1.04 billion	$.77 billion	$.69 billion	$4.3 billion

Target: *Attract 80 state, regional, or national championships across all sports.*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021[3]	Total
Championships Attracted[2]	16	17	22	13	19	87

Target: *Host 100,000 residents and visitors as part of the Amphitheater County Concert Series.*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021[3]	Total
Concert Series Attendance[3]	5,789	5,414	17,014	10,544	10,000	48,761

1. Due to the COVID-19 pandemic, the tourism economy in FY 2020 was down approximately 26% from the previous year. For the first two quarters of FY 2021, the economic impact is over $382 million, which brings the total tourism economy over the last three years to nearly $4 billion, 80% of the County's five-year Bold Goal.
2. In FY 2020, the County hosted 13 events including the FHSAA Football Championship (1A, 2A, and 3A) and the National Junior College Athletic Association's Cross-Country Region 8 Championship. In FY 2021, the County hosted 12 championship sporting events bringing the total to 80 championships, 100% of the County's five-year Target. These events include the FHSAA State Cross Country Championships, 1A – 8A FHSAA State Football Championships, Amateur Athletic Union (AAU) Cross Country National Championships AAU Track and Field Regional Championships, and the American Junior Golf Association All-Star Championships.
3. Three County concerts took place in FY 2020 and the successful partnership with the Downtown Improvement Authority continued with three concerts in the Sundown Series. Due to the COVID-19 pandemic, one concert was cancelled, and an additional four concerts were rescheduled for FY 2021 and FY 2022.
4. The figures for FY 2021 are estimates.

**** The Board is anticipated to develop a new set of Targets and Goals at its January 2022 Retreat as part of the next strategic planning cycle.***

Leon County Fiscal Year 2022 Tentative Budget

Division of Tourism

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	985,883	1,006,456	1,041,096	960	1,042,056	1,078,360
Operating	1,775,507	1,866,664	1,924,704	348,923	2,273,627	2,306,699
Grants-in-Aid	2,016,673	1,507,347	1,535,822	150,000	1,685,822	1,714,040
Total Budgetary Costs	4,778,063	4,380,467	4,501,622	499,883	5,001,505	5,099,099

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Tourism Development	4,778,063	4,380,467	4,501,622	499,883	5,001,505	5,099,099
Total Budget	4,778,063	4,380,467	4,501,622	499,883	5,001,505	5,099,099

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
160 Tourism Development	4,628,063	4,230,467	4,351,622	499,883	4,851,505	4,949,099
Total Revenues	4,778,063	4,380,467	4,501,622	499,883	5,001,505	5,099,099

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Tourism Development	12.00	12.00	12.00	-	12.00	12.00
Total Full-Time Equivalents (FTE)	12.00	12.00	12.00	-	12.00	12.00

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Tourism Development	0.50	0.50	0.50	-	0.50	0.50
Total OPS Full-Time Equivalents (FTE)	0.50	0.50	0.50	-	0.50	0.50

Tourism Development Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	985,883	1,006,456	1,041,096	960	1,042,056	1,078,360
Operating	1,775,507	1,866,664	1,924,704	348,923	2,273,627	2,306,699
Grants-in-Aid	2,016,673	1,507,347	1,535,822	150,000	1,685,822	1,714,040
Total Budgetary Costs	4,778,063	4,380,467	4,501,622	499,883	5,001,505	5,099,099

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Administration (160-301-552)	528,186	520,730	572,235	506	572,741	586,904
Advertising (160-302-552)	726,187	840,710	840,710	125,155	965,865	966,905
COCA Contract (001-888-573)	150,000	150,000	150,000	-	150,000	150,000
Council on Culture & Arts (COCA) (160-888-573)	1,485,462	877,347	903,667	-	903,667	930,777
Marketing (160-303-552)	1,537,307	1,541,680	1,585,010	224,222	1,809,232	1,864,513
Special Projects (160-304-552)	350,922	450,000	450,000	150,000	600,000	600,000
Total Budget	4,778,063	4,380,467	4,501,622	499,883	5,001,505	5,099,099

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
160 Tourism Development	4,628,063	4,230,467	4,351,622	499,883	4,851,505	4,949,099
Total Revenues	4,778,063	4,380,467	4,501,622	499,883	5,001,505	5,099,099

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Administration	3.50	3.50	3.50	-	3.50	3.50
Marketing	8.50	8.50	8.50	-	8.50	8.50
Total Full-Time Equivalents (FTE)	12.00	12.00	12.00	-	12.00	12.00

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Administration	0.25	0.25	0.25	-	0.25	0.25
Marketing	0.25	0.25	0.25	-	0.25	0.25
Total OPS Full-Time Equivalents (FTE)	0.50	0.50	0.50	-	0.50	0.50

Leon County Fiscal Year 2022 Tentative Budget

Tourism Development

Division of Tourism – (160-301,302,303,304,305-552)

Goal	The goal of Tourism Development is to enhance the local economy and quality of life through the benefits associated with a strong visitor industry by maximizing the number of visitors, length of stay of visitors, and the economic impact of visitors to Leon County.
Core Objectives	1. Maximize dollars available to market the destination. 2. Support programs and facilities that draw overnight visitors and maximize the return on investment. 3. Increase visitation during times of the year when there is low or decreased activities. 4. Provide effective and efficient visitor services programs. 5. Increase the awareness of the importance of the tourism industry to local residents.
Statutory Responsibilities	Florida Statute, Chapter 125.0104 "Procedure for Levying Tourist Development Tax, Authorized Uses for the Tax, and Enforcement of Collection"; Leon County Code of Laws, Chapter 11, Article III "Tourist Development Tax."
Advisory Board	Tourist Development Council

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate
BG1	**Grow the five-year tourism economy to $5 billion.[1]**	**$0.90 Billion**	**$.92 billion**	**$1.04 billion**	**$.77 billion**	**$.69 billion**
T1	**Attract 80 state, regional, or national championships across all sports. [2]**	**14**	**16**	**17**	**13**	**19**
T4	**Host 100,000 residents and visitors as part of the Amphitheater County Concert Series.[3]**	**5,789**	**5,414**	**17,014**	**10,544**	**10,000**

Notes:

1. Due to the COVID-19 pandemic, the tourism economy in FY 2020 was down approximately 26% from the previous year. For the first two quarters of FY 2021, the economic impact is over $382 million, which brings the total tourism economy over the last three years to nearly $4 billion, 80% of the County's five-year Bold Goal.
2. In FY 2020, the County hosted 13 events. In FY 2021, the County hosted 12 championship sporting events bringing the total to 80 championships, 100% of the County's five-year Target.
3. Three County concerts took place in FY 2020 and the successful partnership with the Downtown Improvement Authority continued with three concerts in the Sundown Series. Due to the COVID-19 pandemic, one concert was cancelled, and an additional four concerts were rescheduled for FY 2021 and FY 2022.

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actual	FY 2021 Estimates	FY 2022 Estimates
EC4	Tourist Development Tax per penny [1]	$1,450,907	$973,995	$877,347	$1,067,971
EC4	Percent Change in Tourist Development Tax [2]	21%	-32.8%	-9.9%	21.7%
EC4	Number of total visitors to Leon County [2]	2,438,900	1,683,000	1,600,533	2,064,688
EC4	Percent Change in number of total visitors to Leon County	3.0%	-30.99%	-4.9%	29.0%
EC4	Total Direct Visitor Economic Impact (billions)	$1.04	$0.77	$0.74	$0.95
EC4	Percent Change in Direct Visitor Economic Impact	14.3%	-26.42	-3.8%	27.7%
EC4	Number of Direct Tourism Related Jobs	16,150	11,943	11,382	14,614
EC4	Percent Change in the number of Direct Tourism Related Jobs	10.8%	-26.05	-4.7%	28.4%
EC4	Hotel Occupancy	74%	49%	47%	61%
EC4	Hotel Revenue (millions)	$151	$97	$92	$119
EC4	Percent Change in Hotel Revenue	9.4%	-35.76	-5.0%	28.8%

Notes:

1. FY 2021 estimates are based on actuals through February 2021, a period in which many events were cancelled due to the COVID-19 pandemic. The decreases are attributed to the pandemic and the substantial drop in tourism related travel that followed.
2. FY 2022 is projected to have a significant year-over-year rebound as vaccinations become more widely available, increased demand for travel, and an ease in travel restrictions.

Tourism Development - COCA Contract (001-888-573)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Grants-in-Aid	150,000	150,000	150,000	-	150,000	150,000
Total Budgetary Costs	150,000	150,000	150,000	-	150,000	150,000

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
Total Revenues	150,000	150,000	150,000	-	150,000	150,000

The FY 2022 Budget is recommended at the same level funding as the previous year. These costs are related to the management costs of COCA administering the Cultural Grant Program.

Tourism Development - Administration (160-301-552)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	351,266	352,953	362,483	506	362,989	374,911
Operating	176,920	167,777	209,752	-	209,752	211,993
Total Budgetary Costs	528,186	520,730	572,235	506	572,741	586,904

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
160 Tourism Development	528,186	520,730	572,235	506	572,741	586,904
Total Revenues	528,186	520,730	572,235	506	572,741	586,904

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Director Tourism Development	1.00	1.00	1.00	-	1.00	1.00
Tourism Sr. Operations Manager	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Visitor Services Representativ	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	3.50	3.50	3.50	-	3.50	3.50

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
TDC Consolidated OPS	0.25	0.25	0.25	-	0.25	0.25
Total OPS Full-Time Equivalents (FTE)	0.25	0.25	0.25	-	0.25	0.25

The major variances for the FY 2022 Tourism Development Administration Budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19, as well as the adjustment to the Living Wage increasing from $12 per hour to $14 per hour.
2. Increases in operating costs associated with the lift of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.
3. $10,000 in maintenance cost for Satellite Visitor Information Center, such as janitorial services, window cleaning and fire/burglar alarm monitoring.
4. $2,650 in association with an increase in copier leases.
5. $1,500 in membership and subscription fees.

Tourism Development - Advertising (160-302-552)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	726,187	840,710	840,710	125,155	965,865	966,905
Total Budgetary Costs	726,187	840,710	840,710	125,155	965,865	966,905

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
160 Tourism Development	726,187	840,710	840,710	125,155	965,865	966,905
Total Revenues	726,187	840,710	840,710	125,155	965,865	966,905

The major variances for the FY 2022 Tourism Development Advertising Budget are as follows:

Increases to Program Funding:
1. Contractual increase in the mount of $125,155 related to the dedicated branding of local biking trails and comprehensive enhancements to the Trailahassee website.

Tourism Development - Marketing (160-303-552)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	634,617	653,503	678,613	454	679,067	703,449
Operating	872,400	858,177	874,242	223,768	1,098,010	1,127,801
Grants-in-Aid	30,290	30,000	32,155	-	32,155	33,263
Total Budgetary Costs	1,537,307	1,541,680	1,585,010	224,222	1,809,232	1,864,513

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
160 Tourism Development	1,537,307	1,541,680	1,585,010	224,222	1,809,232	1,864,513
Total Revenues	1,537,307	1,541,680	1,585,010	224,222	1,809,232	1,864,513

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Senior Sports Sales Manager	1.00	1.00	1.00	-	1.00	1.00
Marketing Communications Manager	1.00	1.00	1.00	-	1.00	1.00
Sports Sales Manager	1.00	1.00	1.00	-	1.00	1.00
Leisure Travel Sales Manager	1.00	1.00	1.00	-	1.00	1.00
Visitor Services Manager	1.00	1.00	1.00	-	1.00	1.00
Senior Marketing Manager	1.00	1.00	1.00	-	1.00	1.00
Meetings & Convention Sales Ma	1.00	1.00	1.00	-	1.00	1.00
Public Relations Mktg Speciali	1.00	1.00	1.00	-	1.00	1.00
Visitor Services Representativ	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	8.50	8.50	8.50	-	8.50	8.50

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
TDC Consolidated OPS	0.25	0.25	0.25	-	0.25	0.25
Total OPS Full-Time Equivalents (FTE)	0.25	0.25	0.25	-	0.25	0.25

The major variances for the FY 2022 Tourism Development Marketing Budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to the adjustment to the Living Wage increasing from $12 per hour to $14 per hour.
2. Increases in operating costs associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.
3. $121,971 in association with the bid pool for sports marketing to attract more sporting events to Tallahassee/Leon County.
4. $84,800 for amphitheater concert programming and management costs.
5. $11,000 for industry-related subscriptions, including the Florida Welcome Center Transparencies and the Florida Attractions Association.
6. Copier leases in the amount of $1,605.

Decreases to Program Funding:
1. Promotional Activities in the amount of $6,557.

Tourism Development - Special Projects (160-304-552)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Grants-in-Aid	350,922	450,000	450,000	150,000	600,000	600,000
Total Budgetary Costs	350,922	450,000	450,000	150,000	600,000	600,000

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
160 Tourism Development	350,922	450,000	450,000	150,000	600,000	600,000
Total Revenues	350,922	450,000	450,000	150,000	600,000	600,000

The major variances for the FY 2022 Tourism Development Special Projects budget are as follows:

Increases to Program Funding:
1. Grant funding in the amount of $150,000 for emerging events.

Tourism Development - Council on Culture & Arts (COCA) (160-888-573)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Grants-in-Aid	1,485,462	877,347	903,667	-	903,667	930,777
Total Budgetary Costs	1,485,462	877,347	903,667	-	903,667	930,777

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
160 Tourism Development	1,485,462	877,347	903,667	-	903,667	930,777
Total Revenues	1,485,462	877,347	903,667	-	903,667	930,777

The FY 2022 budget reflects the budget-to-budget increase in funding in the amount of $26,320 due to an increase in revenue associated with the anticipated return of TDC revenue over the COVID-19 decline in FY 2020. This funding is for the COCA re-granting program and the contracted portion of the TDC revenue.

Leon County Fiscal Year 2022 Tentative Budget

Office of Public Safety

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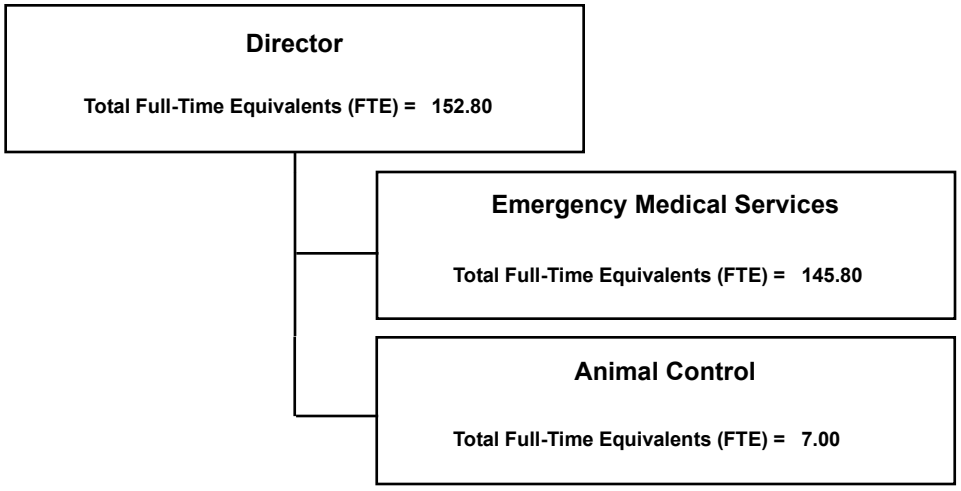
Leon County Fiscal Year 2022 Tentative Budget

Office of Public Safety



Executive Summary

The Office of Public Safety section of the Leon County FY 2022 Annual Budget is comprised of Emergency Medical Services and Animal Control.

Emergency Medical Services provides emergency medical services to all residents of Leon County. Animal Control provides humane education, prevention, and enforcement programs for the citizens and domestic animals of Leon County.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Office of Public Safety Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS
Emergency Medical Services (EMS) continues to provide award-winning services through the delivery of cost-effective emergency treatment and transportation of the sick and injured, resulting in improved patient outcomes and decreased mortality. In response to the COVID-19 pandemic, EMS maintained staffing for emergency responses and interfacility transports while working with community partners for patient surge planning, providing paramedic support to testing and vaccination locations, and providing response as part of the Florida Infectious Disease Transport Network. In response to COVID-19 patient surge concerns, EMS worked with community stakeholders to develop and deploy a Rapid Alternative Response program which aimed to provide patients impacted with COVID-19 alternative treatment options thereby decreasing the impact on the community's healthcare system. During the first year of the pandemic, EMS responded to over 5,000 suspected COVID-19 patients.

EMS maintained accreditation from the Commission on Accreditation of Ambulance Services (CAAS) which requires meeting strict national standards of excellence that signify EMS has met the "gold standard" for the ambulance industry. Meeting CAAS standards results in strengthened community confidence in the quality and safety of care, treatment and services provided by EMS. The EMS Division's annual "Press the Chest" CPR community training event was unable to be held in FY 2021 due to the COVID-19 pandemic. However, staff developed a CPR Training Home Edition program in conjunction with the County Library. EMS continued to provide critical care paramedic ground transport services, transporting seriously ill patients between healthcare facilities, with specially trained and credentialed paramedics that are Critical Care Paramedic-Certified by the International Board of Specialty Certification. EMS continued to provide tactical paramedics as a part of the Sheriff's Office Special Weapons and Tactics team.

Animal Control is responsible for enforcing state and local ordinances concerning matters such as stray animals, rabies control, animal cruelty, and dangerous animals. Animal Control also provides training through the conduction of the animal bite prevention and safety program and advocates for the altering of animals to decrease pet overpopulation through educational programs and the distribution of vouchers for free or low cost spay and neutering of animals. Animal Control is also responsible for administering the $71,250 injured wildlife contract for St. Francis Wildlife services.

Leon County Fiscal Year 2022 Tentative Budget

Office of Public Safety
Business Plan

Mission Statement

The mission of the Leon County Office of Public safety is to enrich, preserve and improve the lives of citizens and visitors to Leon County by:

1. Promoting safety through clinically superior and compassionate pre-hospital care and life safety education through the Division of Emergency Medical Services.
2. Provide education, prevention, and enforcement programs and humane animal care and control services through the Division of Animal Control.

Strategic Priorities

Quality of Life

- Q3 – Provide essential public safety infrastructure and services.
- Q4 – Support and promote access to basic health and welfare services to our community members most in need.

Governance

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

Strategic Initiatives

1. Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (Q3)	Ongoing
2. Implement practices and strategies to further enhance the response to mass causality incidents; including the delivery of Stop the Bleed campaign training which teaches citizens how to assist someone suffering from major bleeding. (Q3, Q4)	Ongoing
3. Improve pet overpopulation by engaging vested community partners in the implementation of spay and neutering strategies.	In Progress

Actions

1.

A.) Implementing additional data sharing systems with Tallahassee Memorial Hospital (TMH) & Capital Regional Medical Center(CRMC) and completing comprehensive medical protocol update.	EMS
B.) Participated in the CARE Cardiac Arrest Registry.	
C.) Implemented new stroke patient treatment protocol.	
D.) Partnered with Capital Area Healthy Start Coalition to provide infant CPR training programs to high-risk expectant mothers.	
E.) Provide community risk reduction programs such as CPR and AED training.	
F.) Continue participation in the Tallahssee Care Consortium.	
G.) Continue participation with the multi-disciplinary quality meetings at TMH & CRMC	
H.) Conducted research study to determine if outcomes varied for patients treated with an IV or an IO.	
I.) Awarded 2018 Florida Department of Health EMS Matching Grants to improve and enhance pre-hospital emergency medical services.	
J.) Complete a comprehensive Medical Protocol Update.	

Leon County Fiscal Year 2022 Tentative Budget

Office of Public Safety

Actions

2.

A.) Continue to provide stop the bleed training to citizens and further incorporate the training into CPR training where appropriate.
B.) Evaluate mass causality equipment deployment strategies and modify approaches where appropriate.
C.) Partner with the Big Bend Healthcare Coalition and Leon County Schools in the deployment of stop the bleed kits at all K-12 schools in the County
D.) In cooperation with partner first response agencies, continue to develop response strategies to enhance the response to hostile events, including the development of a rescue task force response model.
E.) Place stop the bleed kits in County facilities and seek grant opportunities to supply stop the bleed kits to high risk facilities in the community.

EMS

3.

A.) Assist community partners with distribution of low/no cost spay and neutering vouchers.
B.) Implement neighborhood sweeps.
C.) Convene and assist community partners with the implementation of additional efforts aimed at increasing availability of spay and neutering services.
D.) Provided funding for Be The Solution, Inc. pet overpopulation prevention activities.
E.) Presented an update on the Tallahassee Animal Services Shelter Operational Assessment.
F.) Launched an educational campaign in colloaboration with the City and the nonprofit It's Meow or Never.

Animal Control

Bold Goals and Five-Year Targets

Target: *Train 8,500 citizens in CPR/AEDs. (T5)*

	FY 2017	FY 2018	FY 2019	FY 2020[2]	FY 2021	Total
Citizens trained in CPR/AED[2]	1,572	1,768	2,111	718	1,750	7,919

Notes:

1. Due to the COVID-19 pandemic and restrictions on public gatherings, the County's annual Press the Chest event was postponed to FY 2021 and additional community trainings were canceled. EMS has partnered with the Library to distribute CPR Anytime kits to encourage residents to train at home.

The Board is anticipated to develop a new set of Targets and Goals at its January 2022 Retreat as part of the next strategic planning cycle.

Leon County Fiscal Year 2022 Tentative Budget

Office of Public Safety

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	12,197,965	13,713,364	14,375,398	455,752	14,831,150	15,206,492
Operating	8,115,181	8,330,145	8,316,258	608,844	8,925,102	8,983,589
Capital Outlay	-	38,000	38,000	-	38,000	38,000
Grants-in-Aid	71,250	71,250	71,250	-	71,250	71,250
Total Budgetary Costs	20,384,396	22,152,759	22,800,906	1,064,596	23,865,502	24,299,331

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Emergency Medical Services	18,522,843	20,336,869	20,930,443	1,064,596	21,995,039	22,401,559
Animal Control	1,861,553	1,815,890	1,870,463	-	1,870,463	1,897,772
Total Budget	20,384,396	22,152,759	22,800,906	1,064,596	23,865,502	24,299,331

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
135 Emergency Medical Services MSTU	18,522,843	20,336,869	20,930,443	1,064,596	21,995,039	22,401,559
140 Municipal Service	1,861,553	1,815,890	1,870,463	-	1,870,463	1,897,772
Total Revenues	20,384,396	22,152,759	22,800,906	1,064,596	23,865,502	24,299,331

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Animal Control	7.00	7.00	7.00	-	7.00	7.00
Emergency Medical Services	127.80	143.80	143.80	2.00	145.80	145.80
Total Full-Time Equivalents (FTE)	134.80	150.80	150.80	2.00	152.80	152.80

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Emergency Medical Services	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2022 Tentative Budget

Office of Public Safety

Emergency Medical Services (135-185-526)

Goal	The goal of Leon County EMS Division is to provide clinically superior, compassionate, cost-effective emergency medical services to all citizens and visitors of Leon County; regardless of social economic status, utilizing the latest technologies and medical care standards, within the bounds of available resources.
Core Objectives	1. Provide basic and advanced life support emergency medical services to the citizens and visitors of Leon County. 2. Provide medically necessary inter-facility and critical care emergency medical services to the citizens and visitors of Leon County. 3. Provide medical coverage at special event venues. 4. Provide injury and disease prevention and community risk reduction training programs to citizens. 5. Provide bystander care educational programs to citizens. 6. Maintain the County's Heart Ready initiative through the further development of the public access automated external defibrillator (AED) program and by training citizens in cardio-pulmonary resuscitation (CPR) and AED use. 7. Maintain a constant state of readiness to respond to major disasters, both man-made and natural. 8. Provide administrative oversight of the six volunteer fire departments.
Statutory Responsibilities	Article III Leon County Code of Law Chapter 401 Florida Statute Chapter 64J-1 Florida Administrative Code
Advisory Board	Emergency Medical Services Advisory Council

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
Q3	Percent of cardiac arrest patients that experience Return of Spontaneous Circulation (ROSC) upon arrival at the Emergency Room.	41%	18%[1]
Q3	Percent of requests for services that result in a patient transport	68%	63%[2]
Q3	EMS responses per 1,000 residents	151.768[4]	95.0[3]

Benchmark source:

1. *Florida EMSTARS Database, 2019*
2. *Florida EMSTARS Database, 2019*
3. *International City/County Management Association FY 2020 Benchmark Data for Jurisdictions with 250,000-499,000 population*
4. *Due to the rate of increase in call volume outpacing the rate of increase in population, Leon County far exceeds the standard benchmark.*

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate
T11	**Strategic Target: Train 8,500 citizens in CPR/AEDs between FY17-FY21[1]**	**1,572**	**1,768**	**2,111**	**718**	**1,750**

The Board is anticipated to develop a new set of Targets and Goals at its January 2022 Retreat as part of the next strategic planning cycle.

Notes:

1. Due to the COVID-19 pandemic and restrictions on public gatherings, the County's annual Press the Chest event was postponed to FY 2021 and additional community trainings were canceled. EMS has partnered with the Library to distribute CPR Anytime kits to encourage residents to train at home.

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
Q3	Number of calls for service responded to[1]	44,584	45,018	46,670	46,900
Q3	Number of transports made[2]	30,447	29,466	31,850	30,340
Q3,Q4	Number of public education events conducted annually[3]	145	110	150	140
Q3,Q4	Number of public access Automated External Defibrillators (AEDs) registered with the Division[4]	1,169	1,206	1,210	1,215
Q3	Percent of trauma alert patients correctly identified by paramedics annually[5]	97%	98%	97%	97%
Q3	Percent of stoke alert patients correctly identified by paramedics annually[6]	97%	99%	95%	95%
Q3	Percent of STEMI patients correctly identified by paramedics annually[7]	98%	100%	95%	98%
Q3	Percent of STEMI EKGs transmitted to receiving hospital by paramedics annually[8]	100%	100%	100%	100%

ST-Elevation Myocardial Infarction (STEMI) is a serious type of heart attack during which one of the heart's major arteries is blocked.

Notes

1. In FY 2020, the division experienced slightly less than 1% increase in the number of requests for service over the previous fiscal year. The total number of requests for service represents the busiest year on record for the division. Although the Division has acquired additional crews to support call volume, the slight increase for FY 2020 is related to the slow-down of calls related to the COVID-19 pandemic and Stay-at-Home orders. The Division anticipates call volume to increase by 3.5% in FY 2021 and remain constant in FY 2022 if the impact of the pandemic subsides.
2. Actual transports to the hospital decreased by 3.2% in FY 2020. Under normal circumstances, when EMS has an increase in calls for service a corresponding increase in hospital transports occurs. However, citizens still needing acute medical attention were reluctant to go to the ER because of COVID-19 and Stay-at-Home orders. The Division anticipates transports will increase for FY 2021 if the impact of the pandemic subsides.
3. In FY 2021, the division provided 110 public education and injury prevention programs to community groups in an effort to reduce the overall community health risk. The number of events, as well as citizen participation, was significantly less than the previous year due to COVID-19 and Stay-at-Home orders. Public education is anticipated to return to normal levels in FY 2021 as Stay-at-Home orders are lifted.
4. The number of AEDs in the community registered with the division increased to 1,206 due to continuing efforts to get new and existing AEDs registered.
5. Based on Leon County EMS criteria, paramedics correctly identified 98% of trauma alert patients. This percentage is estimated to remain constant for FY 2021 and FY 2022.
6. Based on Leon County EMS criteria, paramedics correctly identified 99% of stroke alert patients in FY 2020.
7. Patients experiencing a myocardial infarction were identified 100% of the time in FY2020. Accurate assessment of a heart attack by paramedics results in faster in-hospital times and corresponding improved mortality rates.
8. Paramedics continue to transmit 100% of EKGs identified to the receiving hospital due to on-going emphasis on quality measure activities and evolving improvements to the technology used during transmission.

Emergency Medical Services (135-185-526)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	11,759,982	13,201,830	13,843,461	455,752	14,299,213	14,659,656
Operating	6,762,862	7,097,039	7,048,982	608,844	7,657,826	7,703,903
Capital Outlay	-	38,000	38,000	-	38,000	38,000
Total Budgetary Costs	18,522,843	20,336,869	20,930,443	1,064,596	21,995,039	22,401,559

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
135 Emergency Medical Services MSTU	18,522,843	20,336,869	20,930,443	1,064,596	21,995,039	22,401,559
Total Revenues	18,522,843	20,336,869	20,930,443	1,064,596	21,995,039	22,401,559

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Medical Director	1.00	1.00	1.00	-	1.00	1.00
Director Public Safety	1.00	1.00	1.00	-	1.00	1.00
EMS Division Manager	2.00	2.00	2.00	-	2.00	2.00
EMS Quality Imp. & Educ. Mgr.	1.00	1.00	1.00	-	1.00	1.00
EMS Field Operations Supv.	6.00	6.00	6.00	-	6.00	6.00
EMS Billing Coordinator	1.00	1.00	1.00	-	1.00	1.00
Charge Paramedic	14.00	14.00	14.00	-	14.00	14.00
Administrative Associate V	2.00	2.00	2.00	-	2.00	2.00
Paramedic II (Level I) - SS	14.00	15.00	13.00	-	13.00	13.00
Paramedic I	6.00	7.00	7.00	-	7.00	7.00
EMS Medical Billing Tech.	1.00	1.00	1.00	-	1.00	1.00
EMS Supply Technician	2.00	2.00	2.00	2.00	4.00	4.00
Paramedic I - Part-Time	3.60	3.60	2.80	-	2.80	2.80
EMT I - Part-Time	0.60	0.60	1.80	-	1.80	1.80
EMS Financial Analyst	1.00	1.00	1.00	-	1.00	1.00
EMT I - System Status	8.00	11.00	14.00	-	14.00	14.00
Paramedic 1 - System Status	37.00	42.00	38.00	-	38.00	38.00
Paramedic - System Status	2.00	4.00	8.00	-	8.00	8.00
Paramedic II (Level 2) - SS	4.00	3.00	4.00	-	4.00	4.00
EMT II - System Status	10.00	13.00	11.00	-	11.00	11.00
Paramedic II (Level I)	2.00	2.00	1.00	-	1.00	1.00
EMT II	7.00	9.00	9.00	-	9.00	9.00
EMT II - Part-Time	0.60	0.60	1.20	-	1.20	1.20
Financial Compliance Manager	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	127.80	143.80	143.80	2.00	145.80	145.80

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
EMS Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Emergency Medical Services (135-185-526)

The major variances for the FY 2022 Emergency Medical Services budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Additional personnel cost increased in the amount of $96,656 for two EMS Supply Technicians to to provide support to the ambulance fleet and reduce the reliance on EMTs to provide backup coverage for logistical operations.
3. Match for the Medicaid Managed Care Program in the amount of $346,041 due to an increase in federal program funding.
4. Agreement with the City of Tallahassee Fire Department to provide Advanced Life Support in the amount of $133,688.
5. Intermedix Medicaid billing vendor agreement in the amount of $100,000.
6. Operating supplies in the amount of $16,865 to account for disposal of materials and the purchase of new medical supplies.
7. Training in the amount of $12,250 due to staff turnover and the need to train in specialty areas such as critical care and pediatric.

Decrease to Program Funding:
1. Fuel & oil in the amount of $13,887 associated with lower fuel consumption. This pilot program for two select ambulance chassis allowed for a reduction in idling time saving in fuel costs. Before the installation of these systems, ambulances had to continuously idle to operate the on-board life and safety electrical systems.

Grant Match:

In addition, included in the Emergency Medical Services operating budget is funding for the annual match dollar for State EMS grants.

Animal Control (140-201-562)

Goal	The goal of the Division of Animal Control is to improve the well-being of citizens and animals through humane education, prevention, and enforcement programs for the citizens and domestic animals of Leon County.
Core Objectives	1. Assist the Health Department with Rabies prevention and control in the county's unincorporated and incorporated areas. 2. Patrol for stray, nuisance, or dangerous animals including humane trapping. 3. Investigate allegations of neglect or cruelty to animals and resolve complaints. 4. State designated agency for coordination of local Animal Disaster Relief/Recovery Plan. 5. 24-hour emergency rescue and medical care of sick, diseased and/or injured domestic animals. 6. Conducts Animal Bite Prevention Program and other community outreach programs for children and adults in the county's unincorporated and incorporated areas.
Statutory Responsibilities	Leon County Code of Laws, Chapter 4 "Animals"; *Florida Statute Chapter 828 "Animals; Cruelty; Sales; Animal Enterprise Protection" *Florida Administrative Code, Chapter 64D-3 "Control of Communicable Diseases and Conditions Which May Significantly Affect Public Health" *Florida Statute, Chapter 767 "Damage by Dogs" *Florida Statute, Chapter 585 "Animal Industry" *Florida Statute, Chapter 588 "Legal Fences and Livestock At Large"
Advisory Board	Dangerous Animal Classification Committee (Leon County Code of Laws, Chapter 4, Section 4-93 (g)) Leon County Advisory Committee (Leon County Code of Laws, Chapter 4, Section 4-32)

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
Q3, Q4	Field deployed staff to population[1]	1:16,565 [1]	1:15,000 to 18,000[2]

Notes:
1. Calculation based on unincorporated area population (99,392) and reclassified administrative position to an Animal Control Officer.
2. Florida Animal Control Association 2013 policy statement on recommended staffing.

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
Q3, Q4	Maintain customer complaint rate at 5 per 1,000 calls received[1].	3.0	1.0	2.0	2.0
Q3, Q4	Number of citations issued[2]	27	40	100	75
Q3, Q4	Number of field service calls (service calls including follow-ups)[3]	4,142	3,940	4,000	4,000
Q3, Q4	Return 7% of lost pets to their owners annually[4].	3.6%	7%	7%	7%
Q3, Q4	Reduce field impounds at the Animal Shelter by 3% annually[5].	19%	23%	23%	23%

Notes:
1. As part of Leon LEADS Core Practices Initiative, a strong emphasis was placed on customer satisfaction training. In addition, the reclassification of an Administrative position to an Animal Control Officer enables Officers to resolve calls more efficiently.
2. The Division has continued a practice that emphasizes education and assistance prior to formal enforcement. Despite these efforts, owner compliance has decreased resulting in a 48% increase in citations issued. Estimates are anticipated to increase due to lack of owner compliance.
3. The slight decrease in field service calls in FY 2020 was attributed to a decrease in call volume for the first few months during the COVID-19 pandemic. Field calls are estimated to return to pre-COVID-19 levels in FY 2021 and FY 2022.
4. The division returned 7% of lost pets in the field in FY 2020. This is above the FY 2019 actual and is directly related to owners utilizing microchips and being home to reclaim their animals during the pandemic.
5. Due to the impacts of COVID-19 and the Animal Service Center providing limited services for most of FY 2020 the number of field impounds were reduced. There were 894 field impounds in 2019 compared to 685 in 2020. The number is anticipated to remain constant in FY 2021 and FY 2022.

Animal Control (140-201-562)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	437,984	511,534	531,937	-	531,937	546,836
Operating	1,352,319	1,233,106	1,267,276	-	1,267,276	1,279,686
Grants-in-Aid	71,250	71,250	71,250	-	71,250	71,250
Total Budgetary Costs	1,861,553	1,815,890	1,870,463	-	1,870,463	1,897,772

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
140 Municipal Service	1,861,553	1,815,890	1,870,463	-	1,870,463	1,897,772
Total Revenues	1,861,553	1,815,890	1,870,463	-	1,870,463	1,897,772

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Director of Animal Control	1.00	1.00	1.00	-	1.00	1.00
Sr. Animal Control Officer	2.00	3.00	3.00	-	3.00	3.00
Animal Control Officer	4.00	3.00	3.00	-	3.00	3.00
Total Full-Time Equivalents (FTE)	7.00	7.00	7.00	-	7.00	7.00

The major variances for the FY 2022 Animal Control budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.
2. Contractual services in the amount of $31,633 associated with the agreement with the City of Tallahassee for the Animal Shelter.
3. Increases in operating costs associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.

Leon County Fiscal Year 2022 Tentative Budget

Office of Library Services

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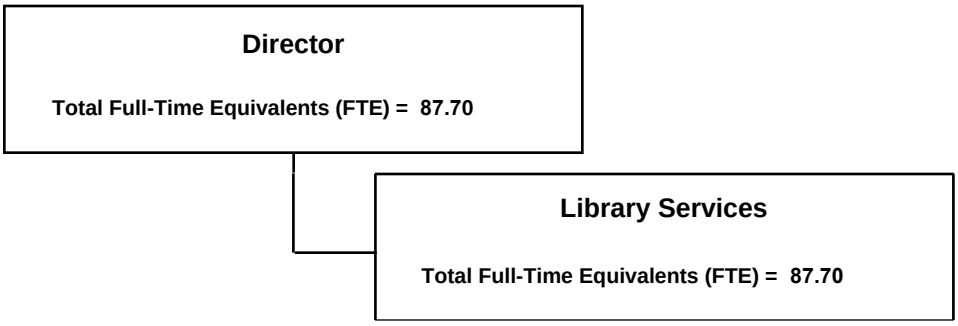
Leon County Fiscal Year 2022 Tentative Budget

Office of Library Services



Executive Summary

The Office of Library Services section of the Leon County FY 2022 Annual Budget includes Library Policy, Planning & Operations and Library Public Services. Library staff members offer services to library users and the public throughout the library system, with specialized services available at the Main Library.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Office of Library Services' Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

In the second year of the Essential Libraries Initiative, the Library completed projects that resulted in work efficiencies and new service models; continued to modify programs and services as needed due to COVID-19; and launched two new programs, Homework Hub and the Video Visitation and Family Literacy Program, to support the community.

In FY 2021, the library implemented Radio Frequency Identification (RFID) technology to improve inventory control as well as provide a fast, safe, and simple self-checkout experience. The preparation phase, which required 380,000 RFID tags to be attached to individual items in the collections and then programmed, was completed ahead of schedule. This vital step ensured success of the project. For the first time, self-checkout kiosks were installed at all seven libraries. Self-checkout and other RFID efficiencies supported a change from large, outdated checkout desks to a smaller, single service point with staff proactively engaging and assisting patrons in the adjacent self-checkout area at each library.

Outsourcing of collection management services to a well-established vendor resulted in other efficiencies. Recommendations for new additions to the collections, based upon checkout histories and other data, reduced the selection and ordering workload. The vendor's service is expected to increase circulation of materials as selections focus on successful authors, series, and topics. Other services include provision of shelf-ready items which have been cataloged and processed following the Library's standards. Together, these changes reduced staff workloads and made it possible to reassign staff to positions supporting new priorities in public services and programming.

During FY 2021, COVID-19 continued to impact the provision of library services. Libraries returned to the regular hours of operation in November 2020 and full capacity in May 2021. Building on the success of summer programming, combinations of virtual programs and self-directed take-and-make bags (free DIY materials that could be done individually or through virtual programming) continued with enthusiastic public participation. Curbside pickup provided safe, contact-free access to reading materials and movies. Public distribution of free, reusable cloth masks was ongoing, nearing 450,000 masks provided by Spring. The Seed Library program was held in both Fall and Spring as scheduled, thanks to a longstanding partnership with Master Gardeners. The dedicated volunteers picked up seed packing kits curbside, counted and packed seeds at home, and returned the completed packages to the Library for distribution.

The Library held its fourth Big Read, a community-wide reading and topical exploration program, with grant funds awarded by the National Endowment for the Arts. Dr. Hope Jahren's memoir, *Lab Girl*, was the featured book. Numerous programs related to women and girls in science, technology, engineering, and mathematics (STEM), and STEM programming in general, were part of the Big Read. The "Botley" robots (a coding robot for youth), purchased for one of the associated programs, were added to the Library's selection of non-traditional items available for checkout. The programmable robots were joined by 60 additional Launchpad tablets with preloaded educational games and activities for ages 5-8, as well as a selection of "Wonderbooks", a next generation read along product combining an audio player with a print book.

In response to community needs, the Library launched two new programs in FY 2021: Homework Hub and the Video Visitation and Family Literacy Program. Homework Hub provides afterschool homework help and tutoring for K-8 students. Volunteer tutors are recruited and vetted through VolunteerLeon, trained by Library staff and matched with appropriate students. The program was well-received, with more than 80 students enrolled within the first two weeks. Initially, the program is conducted online via Zoom, though eventually the program will move to a hybrid, with both virtual and in-person tutoring. The second new program is a pilot program in partnership with Leon County Sheriff's Office – the Library offers a family-friendly environment for video visitation and conducts a literacy program to benefit both children and their parents. The program seeks to assist youth with their reading skills, teach parents how to support young learners, and introduce both Library and other community resources to families that may not have previously used the libraries. The program is the first of its kind within Florida.

Leon County Fiscal Year 2022 Tentative Budget

Office of Library Services Business Plan

Mission Statement

The mission of the Leon County Office of Library Services is to enrich the community by Inspiring a love of reading, providing a dynamic resource for intellectual, creative and recreational pursuits, and enabling residents to live a life of learning.

Strategic Priorities

Quality of Life

- Q2 – Provide relevant library offerings which promote literacy, life-long learning and social equity.

Governance

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

Strategic Initiatives

1. Explore opportunities to increase high speed internet access through a "mobile hot spot" lending program. (Q2, G1) — Completed
2. Implement the Leon County Essential Libraries Initiative. (G2, G3) — In Progress

Actions

1. The Mobile Hotspot Lending Program was launched in July 2018. It was an instant success, generating more than 80 reserves within the first week. Responding to patron feedback, the loan period increased from one week to two weeks, as well as an increased amount of data per device. Mobile hotspots continue to be borrowed at a steady pace and alternative uses are being considered through the discoveries from the Innovative Libraries Tour.
2. Create and host physical book & media displays at all libraries.

Bold Goals and Five-Year Targets

Target: *Double the number of downloadable books at the library. (Q3)*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Downloadable E-books[1]	10,002	11,771	14,276	16,581	18,673

Notes:

1. At the start of the FY 2017, Leon County's libraries had 13,500 downloadable books in circulation. In FY 2017, Library Services added 10,002 new downloadable books to their collection, 74% of the County's five-year Target. The numbers reported are a running total of the increase over the initial 13,500 downloaded books in circulation. To achieve the five-year goal of doubling the number of downloadable ebooks, the Library has calculated the number of downloadable books to purchase and add to the collection each month.

**** The Board is anticipated to develop a new set of Targets and Goals at its January 2022 Retreat as part of the next strategic planning cycle***

Leon County Fiscal Year 2022 Tentative Budget

Office of Library Services

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	5,171,912	5,378,741	5,069,439	(24,584)	5,044,855	5,442,389
Operating	546,813	681,108	696,264	-	696,264	700,825
Capital Outlay	405,326	538,325	538,325	-	538,325	538,325
Total Budgetary Costs	6,124,051	6,598,174	6,304,028	(24,584)	6,279,444	6,681,539

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Library Services	6,124,051	6,598,174	6,304,028	(24,584)	6,279,444	6,681,539
Total Budget	6,124,051	6,598,174	6,304,028	(24,584)	6,279,444	6,681,539

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	6,124,051	6,598,174	6,304,028	(24,584)	6,279,444	6,681,539
Total Revenues	6,124,051	6,598,174	6,304,028	(24,584)	6,279,444	6,681,539

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Library Services	101.70	89.20	88.70	(1.00)	87.70	87.70
Total Full-Time Equivalents (FTE)	101.70	89.20	88.70	(1.00)	87.70	87.70

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Library Services	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Library Services Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	5,171,912	5,378,741	5,069,439	(24,584)	5,044,855	5,442,389
Operating	546,813	681,108	696,264	-	696,264	700,825
Capital Outlay	405,326	538,325	538,325	-	538,325	538,325
Total Budgetary Costs	6,124,051	6,598,174	6,304,028	(24,584)	6,279,444	6,681,539

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Lib - Policy, Planning, & Operations (001-240-571)	727,203	1,077,088	1,068,067	-	1,068,067	1,094,467
Library Collection Services (001-242-571)	1,246,402	-	-	-	-	-
Library Public Services (001-241-571)	4,150,446	5,521,086	5,235,961	(24,584)	5,211,377	5,587,072
Total Budget	6,124,051	6,598,174	6,304,028	(24,584)	6,279,444	6,681,539

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	6,124,051	6,598,174	6,304,028	(24,584)	6,279,444	6,681,539
Total Revenues	6,124,051	6,598,174	6,304,028	(24,584)	6,279,444	6,681,539

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Lib - Policy, Planning, & Operations	6.00	10.00	9.00	-	9.00	9.00
Library Public Services	82.70	79.20	79.70	(1.00)	78.70	78.70
Library Collection Services	13.00		-	-	-	-
Total Full-Time Equivalents (FTE)	101.70	89.20	88.70	(1.00)	87.70	87.70

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Library Public Services	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Library Services – (001-240-241,571)

Goal	The mission of the LeRoy Collins Leon County Public Library System is to be an essential resource and place for learning, engagement and innovation that provides for our community's changing needs.
Core Objectives	1. Provide library materials circulation services, including check-out, check-in, reserves, patron registration, and collection for overdue and damaged materials. 2. Provide reference and information services, readers' advisory, and technology assistance in person, by telephone and electronically. 3. Provide programs and learning opportunities for all ages, including literacy services and homework help tutoring, interactive story time programs for infants & toddlers, preschoolers, youth and families; summer reading programs; teen and adult programs; and special events. 4. Engage with the community via outreach activities, partnerships, programs, and volunteer opportunities. 5. Offer online services, including library card registration, library catalog, mobile app, materials requests and reserves; provide access to subscription information services, downloadable and streaming media; and disseminate information via electronic newsletters, events calendars, web site and social media. 6. Provide public access to the internet, computers, printers, and technology instruction. 7. Offer voter registration and space for supervised voting, free income tax forms and assistance, and meeting rooms for public use. 8. Provide access to quality, relevant library collections systemwide through selection, processing, and management of all library materials. 9. Maintain integrity of system catalog and participate in the national library catalog database. 10. Maintain a library system-wide courier service.
Statutory Responsibilities	Leon County Code, Appendix C Special Acts, Chapter 10 "Library"; Florida Statutes, Chapter 257 "Public Libraries and State Archives"; Florida Administrative Code, Chapter 1B2 "State Aid to Libraries Grant Program."
Advisory Board	Library Advisory Board

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
Q2	Cost Per Capita	$23.13	15th of 31
Q2	Materials Expenditures Per Capita	$2.16	18th of 31
Q2	Circulation Items Per Capita	4.88	13th out of 31
Q2	Square feet Per Capita (State Standard 0.6 sf)	0.54	13th out of 31
Q2	Children's Circulation Per Capita[2]	1.85	10th out of 29
Q2	Population Per Full-Time Equivalent	0.35/1,000	6th out of 31
Q2	Percent of Population with Library Cards	45%	17th out of 31

Benchmark Source:
1. State Library of Florida, Annual Public Library Statistics and Ranking Tables 2019 (most current vetted information) for libraries with service population 100,001-750,000.
2. Only 29 libraries in our service population category responded to this benchmark.

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate
T9	Target: Double the number of downloadable books at the library[1]	10,002	11,771	14,276	16,581	18,673

Notes:
1. At the start of the FY 2017, Leon County's libraries had 13,500 downloadable books in circulation. By the end of FY 2017, Library Services added 10,002 new downloadable books to their collection, 74% of the County's five-year Target. The numbers reported are a running total of the increase over the initial 13,500 downloaded books in circulation. To achieve the five-year goal of doubling the number of downloadable ebooks, the Library has calculated the number of downloadable books to purchase and add to the collection each month, at the same time, taking into consideration the number of books that are taken off the platform as licenses expire.

Library Services – (001-240-241,571)

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
Q2	Number of total Library visits[1]	1,510,602	940,194	794,860	953,830
Q2	Number of items in Library Collection[2]	787,072	429,734	390,300	409,815
Q2	Number of total Material Circulation[3]	1,550,760	1,334,904	1,360,880	1,401,706
Q2	Number of total computer uses[4]	793,690	199,900	101,149	126,436
Q2	Total public internet use in hours[5]	228,779	104,773	54,132	71,995
Q2	Number of technology instruction and digital literacy sessions provided[6]	171	546	625	850
Q2	Number of Library programs held[7]	1,556	997	1,250	1,500
Q2	Number of Library program attendance[8]	37,562	25,494	30,000	36,000
G2	Number of families participating in the family literacy program[9]	N/A	N/A	25	100
G1	Library Cardholders[10]	130,337	128,964	131,544	139,437
G1	Followers on Social Media[11]	7,632	9,716	11,755	12,343
Q2	Number of K-12 students receiving homework and reading help[12]	N/A	49	200	360

Notes:

1. Includes door counts and web site visits. Due to COVID-19, all libraries completely closed to the public from March 14 through May 3, 2020. Services were provided by telephone and e-mail, including more than 2,500 reference questions and requests for assistance with technology, especially downloadable books. All libraries were open for curbside service and continued telephone and e-mail services from May 4 through June 4, 2020. All libraries opened to the walk-in public at 50% capacity beginning June 5, 2020 - 100% capacity will resume during Phase 3 of reopening. Curbside service remains an option, and patrons continue to be served by phone and e-mail.
2. In preparation for future capital improvements projects as part of the Essential Libraries Initiative, the Library weeded more than 340,000 items that had not circulated in five or more years and/or were in poor condition.
3. Reflects increases in use of digital materials despite reduction in print/media use.
4. Reflects reduced access to public access computers and laptops due to COVID-19 closure and revised operations.
5. Reflects reduced visit length inside buildings and limited seating for patrons due to revised operations during COVID-19. Despite indoor computer limitations, free Wi-Fi was accessible from outdoor seating and library parking lots.
6. Reflects number of individual help sessions provided, digital literacy classes held, and public use of related online resources accessed virtually. The increase from FY 2019 to FY 2020 is due to COVID-19 and the expanded digital access during the library and school closures. This increase is expected to continue in FY 2021 and FY 2022 as virtual programming is maintained and expanded.
7. FY 2020 program numbers reduced due to library closure for COVID-19. Increase for FY 2021 reflects the goal to double programming over next five years.
8. Includes in-person and virtual programs attendance. Virtual programming will continue as a regular part of all Library programming.
9. As approved by the Board on April 13, 2021, Leon County entered into an interlocal agreement with the Leon County Sheriff's Office (LCSO) to establish a pilot video visitation and family literacy program for inmates in the Leon County Detention Facility and their children and families at the Main Branch of the Leon County Public Library. This agreement includes the option to expand to other branches of the library if desired.
10. Online library card registration was instituted in December 2019.
11. Includes Facebook and Instagram followers.
12. This literacy performance will track how many students utilize homework and reading help services. The projected increase in FY 2021 is due to the launch of the "Homework Hub," which pairs volunteers with students for afterschool homework help and tutoring.

Library Services - Lib - Policy, Planning, & Operations (001-240-571)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	402,844	829,851	810,898	-	810,898	835,015
Operating	324,359	247,237	257,169	-	257,169	259,452
Total Budgetary Costs	727,203	1,077,088	1,068,067	-	1,068,067	1,094,467

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	727,203	1,077,088	1,068,067	-	1,068,067	1,094,467
Total Revenues	727,203	1,077,088	1,068,067	-	1,068,067	1,094,467

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Library Director	1.00	1.00	1.00	-	1.00	1.00
Administration & Operations Manager	1.00		-	-	-	-
Chief Innovation Officer	-	1.00	1.00	-	1.00	1.00
Library Budget & Collection Development Manager	1.00		-	-	-	-
Library Services Coordinator	-	1.00	1.00	-	1.00	1.00
Application Systems Analyst II	-	1.00	1.00	-	1.00	1.00
Information Professional	-	1.00	1.00	-	1.00	1.00
Library Services Manager		1.00	-	-	-	-
Administrative Associate V	2.00	2.00	1.00	-	1.00	1.00
Administrative Associate VI	1.00	1.00	1.00	-	1.00	1.00
Computer Support Technician	-	1.00	1.00	-	1.00	1.00
Grants & Contracts Specialist	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	6.00	10.00	9.00	-	9.00	9.00

The major variances for the FY 2022 Library Services budget are as follows:

Decreases to Program Funding:
1. Decreases in personnel costs is related to the reclassification and transfer of an Administrative Associate V to a Library Services Specialist in Library Public Services, offset by increased costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.

Increases to Program Funding:
1. Increases in operating costs in the amount of $4,082 is associated with the lift of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.
2. Xerox copiers/printers in the amount of $3,145.
3. Communication costs in the amount of $2,705 related to phones.

Library Services - Library Public Services (001-241-571)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	4,051,185	4,548,890	4,258,541	(24,584)	4,233,957	4,607,374
Operating	96,331	433,871	439,095	-	439,095	441,373
Capital Outlay	2,930	538,325	538,325	-	538,325	538,325
Total Budgetary Costs	4,150,446	5,521,086	5,235,961	(24,584)	5,211,377	5,587,072

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	4,150,446	5,521,086	5,235,961	(24,584)	5,211,377	5,587,072
Total Revenues	4,150,446	5,521,086	5,235,961	(24,584)	5,211,377	5,587,072

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Literacy Project Coordinator	1.00	1.00	-	-	-	-
Library Special Services Coordinator	3.00	3.00	4.00	-	4.00	4.00
Library Budget & Collection Development Manager		1.00	-	-	-	-
Library Services Coordinator	10.00	9.00	9.00	-	9.00	9.00
Application Systems Analyst II	1.00		-	-	-	-
Senior Library Assistant	14.00	15.00	15.00	-	15.00	15.00
Library Services Assistant I	1.00	1.00	-	-	-	-
Courier	-	1.00	1.00	-	1.00	1.00
Information Professional	16.00	13.00	13.00	-	13.00	13.00
Senior Library Services Specialist	4.00	4.00	4.00	-	4.00	4.00
Library Services Specialist	9.00	15.00	17.00	(1.00)	16.00	16.00
Library Services Manager	1.00	1.00	2.00	-	2.00	2.00
Administrative Associate V		1.00	-	-	-	-
Computer Support Technician	1.00		-	-	-	-
Community Resources Specialist	-	-	1.00	-	1.00	1.00
Information Professional - PT	2.50	1.00	-	-	-	-
Library Services Specialist - PT	0.50	0.50	0.50	-	0.50	0.50
Library Services Assistant II	7.20	4.20	4.20	-	4.20	4.20
Library Services Assistant I - PT	11.50	8.50	9.00	-	9.00	9.00
Total Full-Time Equivalents (FTE)	82.70	79.20	79.70	(1.00)	78.70	78.70

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Library Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2022 Library Public Services budget are as follows:

Decreases to Program Funding:
1. Reclassification of a vacant Library Services Specialist position to Community & Media Relations (CMR), and Library Services Assistant I changed from full-time to part-time as part of the Essential Libraries Initiative identified efficiencies. Additionally, four vacant positions have been zero-funded in an effort to balance the budget. These decreases are offset with costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19, as well as the adjustment to the Living Wage increasing from $12 per hour to $14 per hour.

Increases to Program Funding:
1. Reclassification of an Information Professional to a Community Resources Specialist as part of the Essential Libraries Initiative with an impact of $5,195.
2. Increase in operating costs in the amount of $2,585 associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.
3. Increase in operating costs in the amount of $2,639 associated with contractual increases.

Library Services - Library Collection Services (001-242-571)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	717,883	-	-	-	-	-
Operating	126,123	-	-	-	-	-
Capital Outlay	402,396	-	-	-	-	-
Total Budgetary Costs	1,246,402	-	-	-	-	-

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	1,246,402	-	-	-	-	-
Total Revenues	1,246,402	-	-	-	-	-

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Senior Library Assistant	1.00		-	-	-	-
Courier	1.00		-	-	-	-
Information Professional	1.00		-	-	-	-
Library Services Specialist	8.00		-	-	-	-
Library Services Manager	1.00		-	-	-	-
Administrative Associate V	1.00		-	-	-	-
Total Full-Time Equivalents (FTE)	13.00		-	-	-	-

Library Collection Services was merged with Library Policy, Planning & Operations and Library Public Services as part of the FY 2021 budget process to increase operational efficiencies.

Leon County Fiscal Year 2022 Tentative Budget

Office of Intervention & Detention Alternatives

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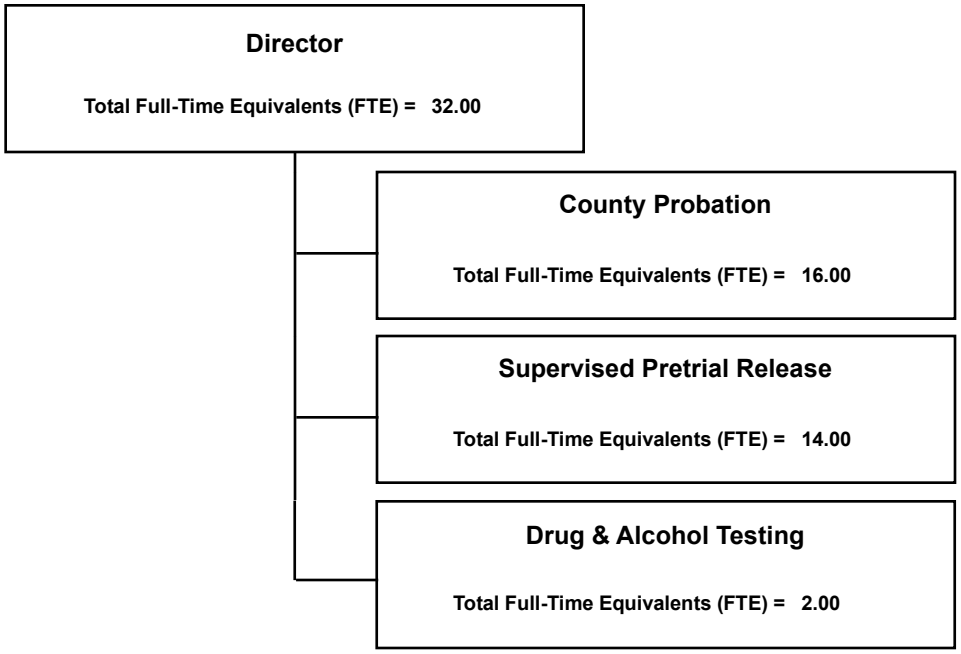
Leon County Fiscal Year 2022 Tentative Budget

Office of Intervention & Detention Alternatives



Office of Intervention & Detention Alternatives

Executive Summary

The Office of Intervention & Detention Alternatives section of the Leon County FY 2022 Annual Budget is comprised of County Probation, Supervised Pretrial Release (SPTR), Drug and Alcohol Testing, and managing the funding contract for the Juvenile Assessment Center and other related division contracts.

The Office of Intervention & Detention Alternatives (IDA) assists in jail population management and court ordered monitoring activities. Probation supervises and monitors offenders' compliance with court ordered sentencing conditions. Supervised Pretrial Release provides defendant monitoring and enforcement of court-ordered conditions of jail release. Drug & Alcohol Testing administers court-ordered urinalysis and alcohol testing to County Probation offenders and SPTR defendants.

On December 24, 2017, the Board formally adopted the FY2017-FY2021 Strategic Plan. Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Office of Intervention & Detention Alternatives Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS
The Office of Intervention & Detention Alternatives provides staff support to the Public Safety Coordinating Council (PSCC), which focuses on jail population management and recidivism issues. In addition, this Office is responsible for the County functions related to the "Dori Slosberg Driver Education Safety Act," The Juvenile Civil Citation Program, and liaison functions with the State Attorney, Public Defender, law enforcement, and the Courts.

Staff continues to participate in educational outreach activities by speaking to university students in the classroom about professional careers in criminal justice as probation and pretrial release officers.

In FY 2021, the Board allocated $100,000 in support of programs and initiatives to assist all citizens in attaining a better quality of life and reducing factors which may impact criminal activity. At the March 2021 Affordable Housing Workshop, the Board approved the PSCC's recommendation to utilize the allocation to create a Landlord Risk Mitigation Fund. It is the consensus of the PSCC that the lack of affordable housing, particularly for individuals with a criminal record, is a primary barrier to a returning citizen's successful reentry into the community. This program is designed to incentivize landlords, through a financial safety net, to make affordable housing available to individuals who would otherwise be considered "high-risk" due to low income, negative rental histories, and criminal records. The Landlord Risk Mitigation Program will be developed through the County's Housing Department with criteria to ensure the allocated funding is utilized for individuals released from the Leon County Detention Facility. Expanding housing programs for this population improves housing stability and reduces recidivism among returning citizens.

With funds allocated through the Dori Slosberg Fund, a total of 414 students from five public high schools received road driving experience from a certified driver's education instructor. The Florida Department of Motor Vehicles granted operator license waivers to 96% of the student participants. At the January 28, 2020 Board meeting, the Additional Civil Traffic Penalty was increased from $3 to $5, providing an estimated $40,000 - $43,000 in additional annual revenue for high school driver education programs. However, due to the impacts of COVID-19 on the issuance of traffic citations with fewer drivers on the road, revenue in this program declined.

Leon County Fiscal Year 2022 Tentative Budget

Office of Intervention & Detention Alternatives Business Plan

Mission Statement

The mission of the Leon County Office of Intercention and Detention Alternatives is to provide information to the courts, which support judicial custody release decisions, and provide alternatives to incarceration to persons accused of crimes and offenders, which hold them accountable, improve their ability to live lawfully and productively in the community, enhance the overall administration of justice, and support community safety and well-being.

Strategic Priorities

Governance

- G2 – Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value.
- G4 – Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's core practices.
- G5 – Exervice 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.

Quality of Life

- Q4 - Support and promote access to basic health and welfare services to our community members most in need.

Strategic Initiatives

1.	Identify and evaluate pretrial alternatives to incarceration for low level and non-violent offenders through regional partnerships and state and national efforts, including data-driven justice initiatives. (Q4)	Ongoing/Complete
2.	Continue to evaluate the effectiveness of our existing County supported re-entry programs, explore other opportunities to further enhance re-entry efforts, and work with the Supervisor of Elections to assist former felons with registering to vote. (Q4)	Ongoing/Complete
3.	Participate in the MIT Sloan School of Management USA Lab to explore opportunities to further enhance re-entry efforts. (G2, G5)	Ongoing/Complete

Actions

1.	A.) Continued participation in Data Driven Justice biweekly telephone conferences. (Q4) B.) OIDA staff participated in the Best Practices Implementation Academy sponsored by the Substance Abuse and Mental Health Services Administration (SAMHSA) to learn about programs throughout the nation focused on reducing the number of individuals with substance abuse and mental health behaviors in the criminal justice system. (Q4) C.) OIDA staff completed training and certification to administer the Ohio Risk Assessment System with emphasis on the Pretrial Assessment Tool to assist in judicial decisions on release from custody and the Community Supervision Tool to develop case management plans and evaluate Veterans Treatment Court participants. (Q4) D). OIDA staff in partnership with criminal justice and behavorial health stakeholders developed a Strategic Intercept Map (SIM) identifying programs and resources available in the community to assist individuals with mental illness at each step in the criminal justice system from pre-arrest to reentry into the community. (Q4)	Pretrial Release, Probation, Drug and Alcohol Testing Division (DATD)
2.	A.) Partnered with CareerSource Capital Region to refer Veterans Treatment Court participatants to the Disabled Veterans Outreach Program for intensive focused case management services for veterans with barriers to employment. (Q4) B.) Working with Supervisor of Elections to assist former felons to register to vote. (Q4) C.) Participate in the monthly Big Bend After Reentry Coalition (BBARC) meetings. (Q4) D. Continues to receive quarterly reports from the Public Safety Coordinating Council (PSCC) on funding from the discretionay account to better manage inmate population. (Q4)	Pretrial Release, Probation
3.	A.) County staff traveled to MIT to attend the USA Action Learning Lab Workshop with Community Hosts. (G2, G5) B.) Share and collaborate with stakeholders the strategies identified in MIT USA Action Learning Lab's final report to improve local reentry efforts. (G2, G5) C.) Shared and/or presented the MIT USA Lab: Leon County Final Report to citizen boards such as Public Safety Coordinating Council, Status of Women and Girls and the Big Bend AFTER Reentry Coalition which is a community advocacy group for returning citizens. (G2, G5)	Pretrial Release, Probation, and Administration

Leon County Fiscal Year 2022 Tentative Budget

Office of Intervention & Detention Alternatives

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	2,234,778	2,306,267	2,469,901	-	2,469,901	2,553,413
Operating	632,430	649,478	650,821	196,849	847,670	849,530
Capital Outlay	2,472	-	-	-	-	-
Grants-in-Aid	247,759	247,759	247,759	-	247,759	247,759
Total Budgetary Costs	3,117,438	3,203,504	3,368,481	196,849	3,565,330	3,650,702

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
County Probation	1,447,117	1,575,684	1,670,064	-	1,670,064	1,715,042
Supervised Pretrial Release	1,511,894	1,451,921	1,515,795	196,849	1,712,644	1,748,618
Drug & Alcohol Testing	158,428	175,899	182,622	-	182,622	187,042
Total Budget	3,117,438	3,203,504	3,368,481	196,849	3,565,330	3,650,702

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	247,759	247,759	247,759	-	247,759	247,759
110 Fine and Forfeiture	62,273	100,000	100,000	-	100,000	100,000
111 Probation Services	2,807,407	2,855,745	3,020,722	196,849	3,217,571	3,302,943
Total Revenues	3,117,438	3,203,504	3,368,481	196,849	3,565,330	3,650,702

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
County Probation	16.00	16.00	16.00	-	16.00	16.00
Drug & Alcohol Testing	2.00	2.00	2.00	-	2.00	2.00
Supervised Pretrial Release	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalents (FTE)	32.00	32.00	32.00	-	32.00	32.00

County Probation Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,111,913	1,189,157	1,283,750	-	1,283,750	1,327,743
Operating	87,445	138,768	138,555	-	138,555	139,540
Grants-in-Aid	247,759	247,759	247,759	-	247,759	247,759
Total Budgetary Costs	1,447,117	1,575,684	1,670,064	-	1,670,064	1,715,042

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
County Probation (111-542-523)	1,137,086	1,227,925	1,322,305	-	1,322,305	1,367,283
Diversionary Programs (110-508-569)	62,273	100,000	100,000	-	100,000	100,000
Line Item - Detention/Correction (001-888-523)	247,759	247,759	247,759	-	247,759	247,759
Total Budget	1,447,117	1,575,684	1,670,064	-	1,670,064	1,715,042

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	247,759	247,759	247,759	-	247,759	247,759
110 Fine and Forfeiture	62,273	100,000	100,000	-	100,000	100,000
111 Probation Services	1,137,086	1,227,925	1,322,305	-	1,322,305	1,367,283
Total Revenues	1,447,117	1,575,684	1,670,064	-	1,670,064	1,715,042

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
County Probation	16.00	16.00	16.00	-	16.00	16.00
Total Full-Time Equivalents (FTE)	16.00	16.00	16.00	-	16.00	16.00

County Probation - Line Item - Detention/Correction (001-888-523)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Grants-in-Aid	247,759	247,759	247,759	-	247,759	247,759
Total Budgetary Costs	247,759	247,759	247,759	-	247,759	247,759

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	247,759	247,759	247,759	-	247,759	247,759
Total Revenues	247,759	247,759	247,759	-	247,759	247,759

The FY 2022 Detention/Correction budget is recommended at the same funding level as the previous year. This budget consists of outside agency funding of $222,759 for Disc Village the organization that maintains the operations of the Juvenile Assessment and Receiving Center (JARC) and $25,000 for the Domestic Violence Coordinating Council which serves as the community's task force on domestic violence.

County Probation - Diversionary Programs (110-508-569)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	62,273	100,000	100,000	-	100,000	100,000
Total Budgetary Costs	62,273	100,000	100,000	-	100,000	100,000

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
110 Fine and Forfeiture	62,273	100,000	100,000	-	100,000	100,000
Total Revenues	62,273	100,000	100,000	-	100,000	100,000

The FY 2022 Diversionary Program budget is recommended at the same funding level as the previous fiscal year. As approved at the July 13, 2021 Board meeting, the Public Safety Coordinating Council (PSCC) has entered into an agreement with the City of Tallahassee for partnership in the Landlord Risk Mitigation Fund (LRMF). The expansion of the LRMF will increase accessibility to affordable housing for individuals returning to the community from incarceration, which is proven to reduce recidivism and enhance public safety.

County Probation (111-542-523)

Goal	The goal of the Leon County Probation Division is to hold defendants accountable, improve their ability to live lawfully and productively in the community, and enhance the overall administration of justice and support community safety and wellbeing.
Core Objectives	1. Supervise and monitor offenders' compliance with court ordered sentencing conditions, such as random drug and alcohol testing, participation in behavior modification programs, meetings with probation officers, not re-offending, and payment of restitution, fees and other court-imposed costs. Offenders may be sentenced to County Probation for misdemeanor, traffic and some felony offenses. 2. Execute affidavits for violation of probation to notify the courts when offenders violate court-ordered conditions. 3. Attend court hearings and make recommendations to judges regarding sanctions to be imposed upon offenders who violate court-ordered conditions. 4. Administer Community Service and County Probation work programs, which provide sentencing alternatives and reduce jail population. 5. Administer random alcohol testing to defendants with court orders to abstain. 6. Notify law enforcement to execute in-office arrests of offenders with outstanding warrants when they are in the Probation Office. 7. Send more than 2,000 letters annually to notify offenders of their probation status to assist them in successfully completing their sentences. 8. Maintain new cases as assigned by the courts with no loss of jurisdiction. 9. Notify the Clerk of Courts when offenders complete their terms of probation, so case records may be closed.
Statutory Responsibilities	Second Circuit Court Administrative Order, 86-60; Florida Statute, Chapter 948; Assist in meeting County responsibilities for prisoners under Florida Statute, Chapter 951 (County and Municipal Prisoners) through probation and supervised pretrial release services, which are lower cost alternatives to incarceration.
Advisory Board	Criminal Justice Coordinating Council; Public Safety Coordinating Council; Domestic Violence Coordinating Council; Mental Health Advisory Board; Florida Association of Community Corrections

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G4, Q4	Annual average workload hours per Probation Officer per month, per case based upon offender risk factors and blended caseload.	.85	2.33

Benchmark Source: The American Probation and Parole Association (APPA) recommends that officers not exceed an average workload of 120 hours per month or 2.33 hours per case based on a blended caseload of low, medium and high-risk cases. This APPA benchmark includes a number of tasks that Leon County either does not perform (i.e. home visits, drug testing and other administrative functions) or has automated these processes to improve efficiencies in case management. This produces a lower number of hours needed by Leon County Probation staff for caseload management.

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
G4, Q4	Average End of Month number of hours per case, per Probation Officer[1]	1.18	1.02	1.12	.85
G4, Q4	Utilize intervention strategies to minimize technical violations to no more than 20% of the total supervised.[2]	25%	31%	19%	20%
Q4	Schedule Work Program participants to defer Division of Operations labor costs by no less than $100K annually (based upon min. wage only).[3]	$91,262	$31,753	$70,258	$59,564
Q4	Monitor participants to ensure they complete no less than 70% of the court ordered Work Program days assigned.[4]	73%	74%	73%	73%
Q4	*Schedule community service participants to ensure the equivalent of no less than 20 FTE's available to Non-Profit Agencies.[5]	17	12	14	9

Notes:

1. The Division experienced a 14% decrease in the number of hours per Probation/Pretrial Officer in FY 2020 due to COVID-19. The hours in FY 2022 are anticipated to decrease by 24% compared to FY 2021 estimates due to continued fluctuations in pre and post sentence assignments. Post sentence assignments are anticipated to decrease by 50% while pre-sentence assignments increase by 28% in FY 2022.
2. The increase in FY 2020 is due to COVID-19 related closures of community service sites and the work program, resulting in an increased use of Notices to Appear in lieu of warrants to minimize the impact on the detention facility. The Division anticipates a 1% increase in technical violations in FY 2022 compared to FY 2021 estimates due to an increase in high-risk cases requiring the completion of more intensive conditions (DUI school, vehicle immobilization, etc.) mandated by statute.
3. The reduction in FY 2020 is correlated to the COVID-19 suspension of the work program. The Division anticipates a 15% decrease in deferred labor costs in FY 2022 compared to FY 2021 projections due to a reduction in post-sentence assignments, which relate to the number of work program days assigned.
4. The Division does not anticipate a change in the percentage of work program days completed in FY 2022 compared to FY 2021 estimates.
5. The reduction in FY 2020 is correlated to COVID-19 and the limited volunteer opportunities for assignments. The Division anticipates a 35% decrease in the number of full-time equivalents (FTE) in FY 2022 compared to FY 2021 estimates to perform community service hours due to a decrease in post-sentence assignments by the courts and a decrease in the number of work program days assigned.

County Probation - County Probation (111-542-523)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,111,913	1,189,157	1,283,750	-	1,283,750	1,327,743
Operating	25,172	38,768	38,555	-	38,555	39,540
Total Budgetary Costs	1,137,086	1,227,925	1,322,305	-	1,322,305	1,367,283

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
111 Probation Services	1,137,086	1,227,925	1,322,305	-	1,322,305	1,367,283
Total Revenues	1,137,086	1,227,925	1,322,305	-	1,322,305	1,367,283

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Director Office of Intervention & Detention Alt.	1.00	1.00	1.00	-	1.00	1.00
Probation/Pretrial Officer I	3.00	1.00	1.00	-	1.00	1.00
Community Services Coordinator	1.00	1.00	1.00	-	1.00	1.00
Probation/Pre-trial Officer II (GPS)	4.00	6.00	6.00	-	6.00	6.00
Senior Probation/Pretrial Officer	2.00	2.00	2.00	-	2.00	2.00
Probation Supervisor	1.00	1.00	1.00	-	1.00	1.00
Intervention & Detention Alternatives Coordinator	1.00	1.00	1.00	-	1.00	1.00
Probation Technician	3.00	3.00	3.00	-	3.00	3.00
Total Full-Time Equivalents (FTE)	16.00	16.00	16.00	-	16.00	16.00

The major variances for the FY 2022 County Probation budget are as follows:

Increases to Program Funding:
1. Personnel services increase is associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.

Supervised Pretrial Release Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	997,010	987,735	1,050,709	-	1,050,709	1,086,058
Operating	512,412	464,186	465,086	196,849	661,935	662,560
Capital Outlay	2,472	-	-	-	-	-
Total Budgetary Costs	1,511,894	1,451,921	1,515,795	196,849	1,712,644	1,748,618

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Pretrial Release (111-544-523)	1,511,894	1,451,921	1,515,795	196,849	1,712,644	1,748,618
Total Budget	1,511,894	1,451,921	1,515,795	196,849	1,712,644	1,748,618

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
111 Probation Services	1,511,894	1,451,921	1,515,795	196,849	1,712,644	1,748,618
Total Revenues	1,511,894	1,451,921	1,515,795	196,849	1,712,644	1,748,618

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Pretrial Release	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalents (FTE)	14.00	14.00	14.00	-	14.00	14.00

Supervised Pretrial Release – Pretrial Release (111-544-523)

Goal	The goal of the Supervised Pretrial Release Division (SPTR) is to hold defendants accountable, improve their ability to live lawfully and productively in the community, and enhance the overall administration of justice and support community safety and well-being.
Core Objectives	1. Screen and interview arrestees booked in the Leon County Detention Facility on a 24/7 basis to assess whether they are eligible for release or must be held for First Appearance. Prepare information for the court's consideration at the arrestees' First Appearance hearings. 2. Supervise and monitor SPTR defendants' compliance with court ordered conditions; meet weekly on average with each defendant assigned to Secured Continuous Random Alcohol Monitoring (SCRAM). Provide oversight of private vendors managing Global Positioning Satellite (GPS); complete weekly phone contacts with defendants residing more than 50 miles outside of Leon County; and meet monthly on average with all other defendants. Defendants charged with misdemeanor, traffic and felony offenses may be ordered to SPTR. 3. Assist private vendor in monitoring defendants' Global Positioning Satellite (GSP) units. Respond to alerts when the system detects possible equipment tampering, zone or curfew violations, or other equipment issues. Instruct the defendant, if warranted, to take corrective action. 4. Contact law enforcement if the defendant cannot be contacted or fails to comply with staff instructions. 5. Monitor defendants' SCRAM units and take appropriate actions when notified that a defendant tests positive for alcohol. 6. Administer random alcohol tests to offenders ordered by the courts to abstain. 7. Notify the law enforcement to execute in-office arrests of defendants with outstanding warrants when they are in the SPTR office. 8. Notify the courts of violations of imposed conditions. 9. Attend First Appearance and motion hearings and make recommendations to judges regarding a defendant's release. Notify Circuit probation when a Violation of Probation Warrant is issued by the First Appearance Judge and notify the jail's releasing staff of defendants ordered to SPTR at First Appearance. 10. Provide the Clerk of Courts with Probable Cause Affidavits, Florida Crime Information Center (FCIC)/ National Crime Information Center (NCIC) criminal histories, Pretrial Intake interviews, misdemeanor violation of probation affidavits, and Order to Show Cause Affidavits for the First Appearance Judge, State Attorney's Office, Public Defender's Office or private attorneys.
Statutory Responsibilities	Florida Constitution, Section 14; Florida Statute, Chapter 907.041(3)(a); Florida Statute, Chapter 907.041(3)(b); Administrative Order 2019-05-Uniform Bond Schedule and Pretrial Release Procedures Second Judicial Circuit, Florida; Florida Statute, Chapter 907.043 Citizens' Right-to-Know. Assist in meeting County responsibilities for prisoners under Florida Statute, Chapter 951 (County and Municipal Prisoners) through probation and supervised pretrial release services, which are lower cost alternatives to incarceration.
Advisory Board	Public Safety Coordinating Council; Criminal Justice Coordinating Committee; Justice Information Systems Users Group; Association of Pretrial Professionals of Florida; National Association of Pretrial Service Agencies

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G4, Q4	Annual average workload hours per Pretrial Officer, per case, per month based upon defendant risk factors and blended caseloads.	.84	2.33

Benchmark Source: The American Probation and Parole Association (APPA) recommends that officers not exceed an average workload of 120 hours per month or 2.33 hours per case based on a blended caseload of low, medium, and high-risk cases. This APPA benchmark includes several tasks that Leon County either does not perform (i.e. home visits, drug testing and other administrative functions) or has automated these processes to improve efficiencies in case management. This produces a lower number of hours needed by Leon County Pretrial staff for caseload management.

Supervised Pretrial Release – Pretrial Release (111-544-523)

	Performance Measures				
Priorities	**Performance Measures**	**FY 2019 Actuals**	**FY 2020 Actuals**	**FY 2021 Estimate**	**FY 2022 Estimate**
G4, Q4	Average End of Month number of hours per case, per Pretrial Officer[1]	1.03	1.02	.75	.84
G4, Q4	Utilize intervention strategies to minimize technical violations (OTSC) to no more than 10% of the total supervised[2]	11%	17%	14%	13%
G4, Q4	Utilize intervention strategies to ensure no fewer than 80% of defendants supervised successfully complete pretrial[3]	68%	65%	67%	69%
Q4	Divert jail operating costs by no less than $10 million by promoting and utilizing supervised pretrial alternatives[4]	$19.4	$27.8	$25.2	$36.8

Notes:

1. SPTR projects a 26% decrease in hours per case per Probation/Pretrial Officer in FY 2021 over FY 2020 due to an increase in the number of program participants as a result of procedural changes to First Appearance in accordance with Administrative Order 2019-06 (favoring release without bond for any person granted pretrial release unless charged with a dangerous crime), additionally, extended periods of supervision result in higher caseloads due to impacts of COVID-19 on court operations. SPTR anticipates a 12% increase in the number of hours per case per Probation/Pretrial Officer in FY 2022 compared to FY 2021 estimates due to continued fluctuations in pre and post sentence assignments. Pre-sentence assignments are anticipated to increase while post-sentence assignments decrease – OIDA continues to reallocate pre and post sentence cases among all Probation/Pretrial Officers as needed.
2. In FY 2020, technical violations increased due to a 27% increase in high-risk and a 37% increase in low-risk offenders being assigned to the program. The division anticipates an 18% decrease in FY 2021 due to modifications to supervision practices to align with Center for Disease Control (CDC) recommendations for safety due to COVID-19. The estimate for FY 2022 regarding the number of Orders to Show Cause (OTSC) issued by the Court for technical violations remains consistent, combined with the estimated increase in pretrial assignments. An OTSC is submitted to notify the court of a defendant's non-compliance with court-ordered conditions. Based on the court's efforts to reduce the inmate population they are addressing non-compliance at hearings in lieu of issuing the OTSC.
3. In FY 2020, the number of defendants successfully completing pretrial release decreased due to an increase in the technical violations submitted to the courts, which impact program completion. SPTR anticipates a 2% increase in the number of defendants successfully completing pretrial release in FY 2022 compared to FY 2021 estimates due the number of Orders to Show Cause issued by the Court for technical violations remaining consistent combined with anticipated increase in pretrial assignments due to Administrative Order 2019-06.
4. The cost savings experienced in FY 2020 are due to an increase in the number of days defendants were supervised in the community as an alternative to pretrial detention. SPTR anticipates a 46% increase in cost savings in FY 2022 compared to FY 2021 estimates due to a 23% increase in the number of days defendants were supervised.

Supervised Pretrial Release - Pretrial Release (111-544-523)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	997,010	987,735	1,050,709	-	1,050,709	1,086,058
Operating	512,412	464,186	465,086	196,849	661,935	662,560
Capital Outlay	2,472	-	-	-	-	-
Total Budgetary Costs	1,511,894	1,451,921	1,515,795	196,849	1,712,644	1,748,618

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
111 Probation Services	1,511,894	1,451,921	1,515,795	196,849	1,712,644	1,748,618
Total Revenues	1,511,894	1,451,921	1,515,795	196,849	1,712,644	1,748,618

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Pre-Trial Supervisor	1.00	1.00	1.00	-	1.00	1.00
Probation/Pretrial Officer I		1.00	-	-	-	-
Probation/Pre-trial Officer II (GPS)	8.00	7.00	8.00	-	8.00	8.00
Senior Probation/Pretrial Officer	1.00	1.00	1.00	-	1.00	1.00
Drug Screening Technician	1.00	1.00	1.00	-	1.00	1.00
Assistant Drug Screening Coordinator	1.00	1.00	1.00	-	1.00	1.00
Pre-Trial Technician	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	14.00	14.00	14.00	-	14.00	14.00

The major variances for the FY 2022 Pretrial Release budget are as follows:

Increases to Program Funding:
1. Personnel Services increase is associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Operating increase in the amount of $196,849 is associated with a contractual increase for electronic monitoring due to an increase in the number of individuals being put into the program.

Drug & Alcohol Testing (111-599-523)

Goal	The goal of the Leon County Drug and Alcohol Testing Division is to assist county departments, the judicial system, and other agencies in creating a safe and secure environment free from the adverse effects caused by abuse or misuse of alcohol and drugs.
Core Objectives	1. Administer random urinalysis and alcohol breath tests to defendants and offenders with court-ordered conditions to monitor abstinence. 2. Administer Department of Transportation (DOT) urinalysis collection and alcohol breath tests to County employees for Commercial Drivers' License (CDL), post-accident, return to duty, and reasonable suspicion referrals. 3. Ensure that staff are trained and certified to perform DOT urinalysis collection and alcohol breath tests. 4. Administer urinalysis tests to individuals referred by Leon County Department of Human Resources in accordance with established guidelines. 5. Administer drug and alcohol tests to individuals referred by outside agencies. 6. Submit all pre-employment, reasonable suspicion, and post-accident tests to a certified laboratory for confirmation results within 24 hours of collection. 7. Provide pre-employment, reasonable suspicion, return to duty and post-accident test results to referring agency within 48 hours of receipt. 8. Maintain records for all court-ordered urinalysis and alcohol testing.
Statutory Responsibilities	Florida Statute, Chapter 948; Assist in meeting County responsibilities for prisoners under Florida Statute, Florida Department of Transportation Drug–Free Workplace and Testing Policy, Florida Statute, Chapter 440, Section 440.102, Chapter 112, Section 112.0455. U.S. Department of Transportation and Regulation, Section 49CFR Part 40.33.
Advisory Board	Criminal Justice Coordinating Council; Public Safety Coordinating Council

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
Q4	Number of alcohol tests administered annually to court ordered defendants[1]	11,685	6,657	12,156	14,709
Q4	Number of urinalysis tests administered annually to court ordered defendants[2]	12,630	7,426	13,918	15,588
G4, Q4	Number of urinalysis collections performed annually for other agencies[3]	359	151	201	261
G4, Q4	Number of DOT tests administered annually[4]	16	38	36	67
Q4	Fees collected for alcohol tests[5]	$72,889	$41,241	$59,374	$55,812
Q4	Fees collected for urinalysis tests[6]	$150,285	$61,390	$122,047	$115,945

Notes:

1. The Division experienced a 43% decrease in FY 2020 due to COVID-19. The number of alcohol tests administered in FY 2021 are anticipated to increase by 21% in FY 2022 compared to FY 2021 estimates due to an increase in pre-sentence assignments. Pre-sentence defendants are routinely required to submit to alcohol testing at a higher rate and frequency than post sentence offenders.
2. The Division experienced a 41% decrease in FY 2020 due to COVID-19. The anticipated 12% increase in the number of urinalysis tests administered to court-ordered defendants in FY 2022 compared to FY 2021 estimates is due to an increase in pre-sentence assignments.
3. The Division experienced a 58% decrease in FY 2020 due to COVID-19. The anticipated 30% increase in FY 2022 compared to FY 2021 estimates for urinalysis tests administered annually for other agencies is due to an increase in referrals for pre-employment testing and an increase in court-ordered tests from surrounding counties.
4. Urinalysis testing was added to this performance measure in FY 2020, which previously included just breathalyzer testing. The Division anticipates an 86% increase in the number of random DOT tests, alcohol, and urinalysis, administered in FY 2022 compared to FY 2021 estimates due to an additional 34 (155%) DOT urinalyses administered at the discretion of Risk Management.
5. The Division experienced a 43% decrease in FY 2020 due to a decrease in the number of alcohol tests administered and an increase in court orders allowing testing fees to accrue (suspended collections) until final disposition of the case(s). FY 2022 compared to FY 2021 estimates anticipate a 6% decrease in alcohol fees due to an increase in the number offenders whose testing fees were ordered to accrue by the courts.
6. The Division experienced a 59% decrease in FY 2020 in urinalysis fee collection due to an increase in court orders allowing testing fees to accrue until final disposition of the case(s). FY 2022 compared to FY 2021 estimates anticipate a 5% decrease in fee collection due to a 62% increase in the number of offenders whose testing fees were ordered to accrue by the courts.

Drug & Alcohol Testing (111-599-523)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	125,854	129,375	135,442	-	135,442	139,612
Operating	32,574	46,524	47,180	-	47,180	47,430
Total Budgetary Costs	158,428	175,899	182,622	-	182,622	187,042

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
111 Probation Services	158,428	175,899	182,622	-	182,622	187,042
Total Revenues	158,428	175,899	182,622	-	182,622	187,042

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Drug Screening Technician	1.00	1.00	1.00	-	1.00	1.00
Drug Screening Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	2.00	2.00	2.00	-	2.00	2.00

The major variances for the FY 2022 Drug & Alcohol Testing budget are as follows:

Increase to Program Funding:
1. Personnel Services increase is associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2022 Tentative Budget

Office of Human Services & Community Partnerships

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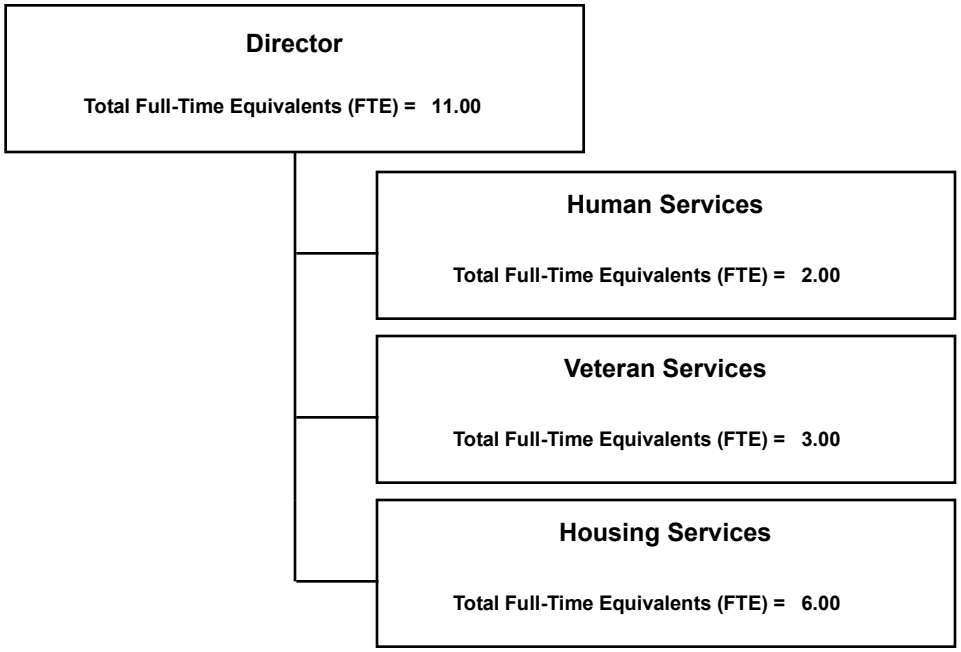
Leon County Fiscal Year 2022 Tentative Budget

Office of Human Services & Community Partnerships



Office of Human Services and Community Partnerships

Executive Summary

The Office of Human Services and Community Partnerships section of the Leon County FY 2022 Annual Budget is comprised of Housing Services, Human Services, Primary Healthcare and Veteran Services.

The Office of Human Services and Community Partnerships promotes and maintains the health, safety, and welfare of all Leon County citizens. The Housing Services Division provides assistance to very low to moderate income residents of the unincorporated areas of Leon County through its rehabilitation, homeownership counseling, foreclosure assistance and down payment assistance programs. Human Services administers the funding associated with human services activities consistent with State mandates, Board policies, and Leon County's mission. The Primary Healthcare Program administers the funding and provides contractual oversight of the healthcare providers serving the uninsured residents of Leon County. Veteran Services assists veterans and their dependents with accessing federal, state, and local benefits earned for their military service.

On January 24, 2017, the Board formally adopted the FY2017-FY2021 Strategic Plan. Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Department of Human Services and Community Partnerships communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS:

Housing Services continues to provide home rehabilitation, home replacement, down payment assistance, home counseling, and disaster mitigation services to the citizens of Leon County. The division continued to administer the Down Payment Assistance Program, funded in conjunction with Escambia Housing Finance Authority and the Tallahassee Lenders Consortium, allowing over 45 first-time homebuyers to purchase a home in Leon County. Over 40 citizens were assisted in addressing critical repairs through the Emergency Short-Term Housing Repair Program. The Division created a program to support the development of new, single-family homes using State Housing Initiatives Partnership (SHIP) funds. During the COVID-19 pandemic, the Division secured an additional $11 million in CARES funding from the Florida Housing Finance Corporation which allowed the County to aid thousands more individuals and families.

Human Services administers the funding and provides oversight to the human services activities provided to Leon County residents consistent with State mandates, Board policies, and Leon County's mission. Human Services administers the funding for Medicaid, Child Protection Exams, Baker Act, Marchman Act, tubercular care, direct emergency assistance, and indigent burial programs. The division is also responsible for overseeing the County's participation in the Community Human Service Partnership (CHSP) program, allocating a combined $4 million in partnership with the City to continue providing funding to more than 50 non-profit human service agencies. Through CHSP, an additional $145,000 has been allocated in the FY 2021 budget to expand the Promise Zone, capturing additional areas of poverty. Through the CARES Act funding, the County dispersed $7.9 million to the Community Assistance Program dedicated to addressing food insecurity, childcare assistance, and support for mental health and homelessness services.

The Primary Healthcare Program serves the residents of Leon County through the provision of primary healthcare, dental and mental health services to low income and uninsured Leon County residents in an efficient and cost-effective manner. This is accomplished through the administration of primary healthcare funding. In addition, the Primary Healthcare Program manages the contracts of local healthcare providers (CareNet) participating in the Primary Healthcare Program, including Bond Community Health Center, Neighborhood Medical Center, Capital Medical Society Foundation's We Care Network, FAMU Pharmacy, and the Apalachee Center. In FY 2021, this program worked with the local federally qualified healthcare centers and the Leon County Health Department to conduct community-wide COVID-19 testing events.

Veteran Services is the Leon County veteran liaison for the local community and is responsible for administering the County Military Grant Program, providing counseling and assistance to Veterans and their dependents, and processing benefit claims. In partnership with the City of Tallahassee, over 100 StarMetro Bus passes were provided in FY 2021, totaling 5,400 trips for low income and disabled veterans. The division facilitated claim actions that resulted in Leon County veterans receiving more than $20 million in benefits. Additionally, 2,667 benefit counseling contracts were completed for veterans and their dependents.

Leon County Fiscal Year 2022 Tentative Budget

Office of Human Services & Community Partnerships Business Plan

Mission Statement

The mission of the Leon County Office of Human Services and Community Partnerships is to build a stronger, healthier community by providing a safety net of resources, services, and solutions for citizens in need, in partnership with our community.

Strategic Priorities

Quality of Life

- Q4 – Support and promote access to basic health and welfare services to our community members most in need.
- Q5 – Support strong neighborhoods.
- Q7 – Assist local veterans and their dependents with securing entitled benefits and advocating their interests.

Governance

- G1 – Sustain a culture of transparency, accessibility, civility, and the highest standards of public service.
- G5 – Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner.

Strategic Initiatives

1.	Work with the City of Tallahassee to develop a new CHSP process in-light of the United Way's decision to conduct a separate funds distribution process. (Q4)	Complete
2.	Implement the Joint County-City Affordable Housing Work Group's recommendations to develop a holistic plan for the redevelopment of a multi-family affordable housing project and identification of additional transitional housing opportunities through community partnerships. (Q4, Q5)	Ongoing/Complete
3.	Work with community partners to expand appreciation of local veterans including recognition of National Pearl Harbor Remembrance Day. (Q7)	Ongoing/Complete
4.	Continue County support of primary healthcare through participation in CareNet in order to increase access to affordable healthcare for those in need. (Q4)	Ongoing/Complete
5.	Enhance partnership with CareerSource to increase job and economic opportunities for local veterans. (Q7)	Complete
6.	Conduct a comprehensive human service needs assessment in order to align CHSP funding with the highest human services needs in the community. (Q4)	Complete
7.	In coordination with the Leon County Health Department, work to identify an operator for a local Syringe Exchange Program. (Q4)	In Progress
8.	Develop a plan to address poverty and inequities in 32304 in collaboration with the City and other community partners. (Q4, Q5)	In Progress
9.	Working with community partners, develop possible options for those struggling with food insecurity by utilizing the results of Feeding Florida's recent study on food insecurity that provides granular information down to the neighborhood block group level. (Q4)	In Progress
10.	Become a member of the Government Alliance on Race and Equity (GARE) organization and integrate initiatives and resources of GARE in human service programs such as CHSP where possible. (G3)	Ongoing/Complete
11.	Develop a public engagement coordination and planning process with the City and Big Bend Continuum of Care for the siting of all future homeless shelters and support facilities. (G1, G3)	In Progress

Actions

1.	Worked with the City of Tallahassee to draft a new Memorandum of Understanding for the allocation of CHSP funds.	Human Services
2.	Through a competitive process, selected Tallahassee Lender's Consortium to serve as Community Land Trust in order to create additional afforadable housing opportunities.	Housing Services
3.	Host in partnership with the Honor Flight Tallahassee, the Honor Flight Reunion Dinner recognizing National Pearl Harbor Rememberance Day.	Veteran Services
4.	Consideration of FY 2021 funding for the CareNet Program.	Primary Healthcare

	5. Establish procedures with Human Resources to connect Veterans that apply for a County position with Veteran Services to ensure access available to local, state and federal benefits.	Veteran Services
	6. Presented final report and recommendations to the Board regarding the CHSP Needs Assessment.	Human Services
	7. In coordination with the Leon County Health Department, worked to identify an operator for a local Syringe Exchange Program.	Primary Healthcare
	8. Prepare an agenda item on County efforts to address poverty and inequities in 32304 in collaboration with the City and other community partners.	Human Services
	9. Coordinate with Second Harvest, Community and Media Relations and Web Team to develop and promote an up to date map on available food pantries and resources that is easily accessible to the community.	Human Services/CMR
	10. Participate on the United Partners for Human Services (UPHS) Dviersity, Equality, and Inclusion (DEI) Taskforce.	Human Services
	11. Met with the City of Tallahassee, Big Bend Continuum of Care, DSEM and PLACE (Planning) to review the Comprehensive Plan and Leon County Code on current local, state, and federal regulations on homeless shelter facilities	Housing/DSEM

Bold Goals and Five – Year Targets

Bold Goal: *Secure more than $100 million in Veteran Affairs (VA) benefits for Leon County veterans and their families. (BG3)*

	FY 2017	FY 2018	FY 2019	FY 2020[2]	FY 2021[2]	Total
Veteran Affairs Benefits[1]	$38,604,146	$18,492,095	$20,202,490	$18,203,232	$18,965,805	$114,467,768

The Board is anticipated to develop a new set of Targets and Goals at its January 2022 Retreat as part of the next strategic planning cycle

Notes:

1. The figure for FY 2020 is an estimate. Actual reporting for this metric will be made available by the VA in time for publication in the FY 2022 budget.
2. Estimates are based on the projected amount of Veterans Compensation & Pension as well as Medical Care Expenditure reported by the VA for Leon County and adjusted for the unique clients served by the Leon County Veterans Office. The final numbers will be provided by the VA in the fall of 2021. Utilizing a much more aggressive outreach effort will be a primary strategy to serve more customers and create a larger impact on the dollars VA spends in Leon County.

Leon County Fiscal Year 2022 Tentative Budget

Office of Human Services & Community Partnerships

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	809,806	844,938	884,093	8,779	892,872	922,676
Operating	2,331,436	2,643,317	2,553,926	20,000	2,573,926	2,558,629
Capital Outlay	52	-	-	-	-	-
Grants-in-Aid	6,000,017	6,187,214	6,901,434	(264,050)	6,637,384	7,021,788
Total Budgetary Costs	9,141,311	9,675,469	10,339,453	(235,271)	10,104,182	10,503,093

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Human Services	7,876,988	8,684,818	8,616,947	(238,855)	8,378,092	8,748,462
Veteran Services	271,082	303,977	355,707	2,584	358,291	366,255
Housing Services	993,240	686,674	1,366,799	1,000	1,367,799	1,388,376
Total Budget	9,141,311	9,675,469	10,339,453	(235,271)	10,104,182	10,503,093

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	8,740,745	9,590,469	9,597,913	(235,271)	9,362,642	9,761,553
124 SHIP Trust	400,565	85,000	741,540	-	741,540	741,540
Total Revenues	9,141,311	9,675,469	10,339,453	(235,271)	10,104,182	10,503,093

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Housing Services	6.00	6.00	6.00	-	6.00	6.00
Human Services	2.00	2.00	2.00	-	2.00	2.00
Veteran Services	3.00	3.00	3.00	-	3.00	3.00
Volunteer Services	2.00		-	-	-	-
Total Full-Time Equivalents (FTE)	13.00	11.00	11.00	-	11.00	11.00

Human Services Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	122,036	114,635	154,891	5,195	160,086	165,927
Operating	2,272,600	2,566,869	2,468,062	20,000	2,488,062	2,468,187
Grants-in-Aid	5,482,353	6,003,314	5,993,994	(264,050)	5,729,944	6,114,348
Total Budgetary Costs	7,876,988	8,684,818	8,616,947	(238,855)	8,378,092	8,748,462

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Baker Act & Marchman Act (001-370-563)	611,005	638,156	638,156	-	638,156	638,156
CHSP & Emergency Assistance (001-370-569)	1,418,838	1,691,580	1,627,250	5,195	1,632,445	1,635,170
Health Department (001-190-562)	237,345	237,345	237,345	-	237,345	237,345
Medicaid & Indigent Burials (001-370-564)	3,403,224	3,514,803	3,514,803	(264,050)	3,250,753	3,617,715
Medical Examiner (001-370-527)	539,868	717,875	721,555	11,000	732,555	738,997
Primary Health Care (001-971-562)	1,648,459	1,824,059	1,827,838	9,000	1,836,838	1,831,079
Tubercular Care & Child Protection Exams (001-370-562)	18,250	61,000	50,000	-	50,000	50,000
Total Budget	7,876,988	8,684,818	8,616,947	(238,855)	8,378,092	8,748,462

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	7,876,988	8,684,818	8,616,947	(238,855)	8,378,092	8,748,462
Total Revenues	7,876,988	8,684,818	8,616,947	(238,855)	8,378,092	8,748,462

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
CHSP & Emergency Assistance	1.00	1.00	1.00	-	1.00	1.00
Primary Health Care	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	2.00	2.00	2.00	-	2.00	2.00

Human Services (001-370-527,562,563,564,569)

Goal	To serve as a safety net to enhance the quality of life for residents by providing resources, access to social services, and short-term financial assistance.
Core Objectives	1. Ensure compliance with the following mandated programs and services through the provision of administrative and fiscal oversight: ▪ Indigent Burial, which covers the costs of burial for unclaimed bodies and indigent persons within Leon County; ▪ Child Protection Exams, which provides funding for alleged victims of abuse or neglect; and ▪ Medical Examiner's Office. 2. Reduce homelessness and hunger; and enhance health and safety through the provision of financial support from the Direct Emergency Assistance Program (DEAP). 3. Administer the Community Human Service Partnership Program (CHSP) which is an innovative collaboration between Leon County and the City of Tallahassee which distributes community funds for human services to agencies throughout Leon County.
Statutory Responsibilities	**Florida Statute 406.50** mandates that Leon County is responsible for the burial of any dead human body that is unclaimed or indigent. **Florida Statute 39.304(5)** requires county governments to pay exam costs for children who are alleged to have been abused, abandoned, or neglected. **Florida Statute 406.08** requires county governments to pay the Medical Examiner the costs of fees, salaries, and expenses; transportation; and facilities.
Advisory Board	None

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimates	FY 2022 Estimates
Q4	Number of disposition services provided for indigent, unclaimed, or unidentified persons through the Indigent Burial Program.[1]	67	84	90	90
Q4	Number of child protection exams paid.[2]	141	91	60	60
Q4	Number of families served by the Direct Emergency Assistance Program (DEAP).[3]	83	81	60	60
Q4	Number of CHSP agencies funded.[4]	50	50	54	54

Notes:

1. In FY 2020, the Indigent Program provided burials/cremation for 84 residents in coordination with the County's Public Works Department and local funeral homes. The increase in demand for indigent burial services from FY 2019 through FY 2021 is a result of an increased number of applicants needing assistance. Eligibility for the Indigent Burial Program includes the deceased person having died or having remains found in Leon County; does not have life insurance; and one of the following: the deceased being unidentified, not having the means to pay for final disposition or is unclaimed by next of kin. Estimates for FY 2022 maintain FY 2021 levels.
2. Leon County provides funding to the Children's Home Society of Florida to provide child protection medical examination for alleged abused and neglected children. The number of exams varies, depending on cases resulting from reports to the Florida Abuse Hotline or to law enforcement. Due to the COVID-19 stay-at-home order issued in FY 2020 and FY 2021, the total number of reported cases is expected to decrease through FY 2021. FY 2022 estimates are based on sustained virtual schooling options, limiting the interaction children have with teachers and supervisors trained to detect abuse and neglect.
3. The projected decrease in total estimated families served by the Direct Emergency Assistance Program in FY 2021 is due to the increase in maximum rent assistance from $400/application to $1,300/application (based on Fair Market Rent limits). Estimates for FY 2022 maintain the same level as FY 2021.
4. In FY 2021, the County allocated an additional $145,000 to support the expanded Promise Zone as recommended in the CHSP Needs Assessment, bringing total funding to $1.4 million for CHSP, which supports 54 human service agencies that provide a total of 87 programs. Funding remains level for FY 2022.

Human Services - Health Department (001-190-562)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Grants-in-Aid	237,345	237,345	237,345	-	237,345	237,345
Total Budgetary Costs	237,345	237,345	237,345	-	237,345	237,345

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	237,345	237,345	237,345	-	237,345	237,345
Total Revenues	237,345	237,345	237,345	-	237,345	237,345

The FY 2022 Health Department budget is recommended at the same funding level as the previous fiscal year.

Human Services - Medical Examiner (001-370-527)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	59,949	136,459	76,459	11,000	87,459	76,459
Grants-in-Aid	479,919	581,416	645,096	-	645,096	662,538
Total Budgetary Costs	539,868	717,875	721,555	11,000	732,555	738,997

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	539,868	717,875	721,555	11,000	732,555	738,997
Total Revenues	539,868	717,875	721,555	11,000	732,555	738,997

The major variances for the FY 2022 Medical Examiner budget are as follows:

Increases to Program Funding:
1. Increase of $11,000 in operating costs is related to the purchase of additional trays for the morgue rack system.
2. An increase in the Medical Examiner Contract ($63,680) to cover autopsy and pathology services.

Human Services - Tubercular Care & Child Protection Exams (001-370-562)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Grants-in-Aid	18,250	61,000	50,000	-	50,000	50,000
Total Budgetary Costs	18,250	61,000	50,000	-	50,000	50,000

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	18,250	61,000	50,000	-	50,000	50,000
Total Revenues	18,250	61,000	50,000	-	50,000	50,000

The major variances for the FY 2022 Tubercular Care & Child Protection Exams budget are as follows:

1. Decreases in Tubercular Care Transport ($1,000) and Child Protection Exams ($10,000) reflect adjustments based on historic spending levels.

Human Services - Baker Act & Marchman Act (001-370-563)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	611,005	638,156	638,156	-	638,156	638,156
Total Budgetary Costs	611,005	638,156	638,156	-	638,156	638,156

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	611,005	638,156	638,156	-	638,156	638,156
Total Revenues	611,005	638,156	638,156	-	638,156	638,156

The FY 2022 Baker Act & Marchman Act budget is recommended at the same funding level as the previous fiscal year.

Human Services - Medicaid & Indigent Burials (001-370-564)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Grants-in-Aid	3,403,224	3,514,803	3,514,803	(264,050)	3,250,753	3,617,715
Total Budgetary Costs	3,403,224	3,514,803	3,514,803	(264,050)	3,250,753	3,617,715

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	3,403,224	3,514,803	3,514,803	(264,050)	3,250,753	3,617,715
Total Revenues	3,403,224	3,514,803	3,514,803	(264,050)	3,250,753	3,617,715

The major variances for the FY 2022 Medicaid & Indigent Burials are as follows:

1. Florida statutes requires counties to contribute to State Medicaid, for FY 2022, the County's portion decreased by $264,050.

Human Services - CHSP & Emergency Assistance (001-370-569)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	42,657	32,620	69,290	5,195	74,485	77,210
Operating	32,566	50,210	11,210	-	11,210	11,210
Grants-in-Aid	1,343,615	1,608,750	1,546,750	-	1,546,750	1,546,750
Total Budgetary Costs	1,418,838	1,691,580	1,627,250	5,195	1,632,445	1,635,170

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	1,418,838	1,691,580	1,627,250	5,195	1,632,445	1,635,170
Total Revenues	1,418,838	1,691,580	1,627,250	5,195	1,632,445	1,635,170

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Human Services Analyst	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2022 Community Human Services Partnership & Emergency Assistance budget are as follows:

Decreases to Program Funding:
1. Decrease in Grants-in-Aid in the amount of $62,000 is related to a County policy allowing emergency assistance program money to move as needed between Veteran Services and Direct Emergency Assistance Program (DEAP).
2. Decreases in operating costs in the amount of $39,000 is related to the completion of the CHSP Needs Assessment, which aligns CHSP funding with the highest human services needs as identified in the community. At the July 13, 2021 meeting, the Board approved a contract with the City of Tallahassee and the FSU Askew School of Public Administration and Policy for the development of uniform outcome measures for the CHSP for Board consideration in the amount of $41,401, funded through general fund contingency. Final recommendations will be brought back in December 2021, prior to the start of the FY 2023 CHSP funding cycle.

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.
2. Additionally, a Human Services Analyst position was re-classed to a higher paygrade for a fiscal impact of $5,195.

Primary Healthcare (001-971-562)

Goal	To improve the health of citizens by providing quality and cost-effective health services through collaborative community partnerships.
Core Objectives	1. Collaborate with healthcare partners for the provision of healthcare services for uninsured and financially indigent residents. 2. Partner with healthcare providers and other community agencies to pursue opportunities to leverage county funding and resources to expand access to healthcare. 3. Provide administrative and fiduciary oversight to ensure program and contract compliance. 4. Collaborate with CareNet partners and other community partners to achieve program goals. 5. Ensure compliance with the following mandated programs and services through the provision of administrative and fiscal oversight: • Medicaid, which covers nursing home and hospital stays for eligible residents; • Health Care Responsibility Act, which funds care for indigent Leon County residents treated for emergency health care in another Florida county; • Baker Act, which funds Leon County's match for the stabilization, temporary detention, and evaluation services for short-term mental health inpatient programs; • Mental Health, Substance Abuse and Alcohol, which funds Leon County's match for the Community Mental Health Act and substance abuse programs related to the Marchman Act; and • Tubercular Care, which funds transportation costs for tuberculosis patients for treatment.
Statutory Responsibilities	**Florida Statute 154.011** requires that a county offer primary care services through contracts for Medicaid recipients and other qualified low-income persons. **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. **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. **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. **Florida Statute 392.68** requires county governments to pay all fees, mileage, and charges to sheriff for the transport of tuberculosis patients.
Advisory Board	None

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimates	FY 2022 Estimates
Q4	Number of healthcare visits residents received through the Competitive Provider Reimbursement Pool [1]	9,832	6,848	8,000	10,500
Q4	Value of prescriptions filled by FAMU Pharmacy [2]	$9,209,669	$2,917,353	$1,000,000	$2,000,000
Q4	Value of specialty medical and dental care provided through We Care [3]	$3,762,576	$3,729,047	$4,500,000	$4,000,000
Q4	Number of Residents receiving specialty medical and dental care provided through We Care [4]	996	799	800	1,000
Q4	Perform three agency contract compliance reviews of patient visits [5]	3	0	0	3

Notes:

1. Bond Community Health Center, Neighborhood Medical Center, and Apalachee Center have experienced reduced patient visits in primary healthcare in FY 2020 and FY 2021 due to the COVID-19 pandemic. As an alternative to Primary Healthcare visits, Bond Community Health Center and Neighborhood Medical Center received COVID-19 CARES relief funding to fund visits related to the pandemic; these funds were utilized for COVID-19 testing, equipment, and staff personal protective equipment (PPE). FY 2022 estimates return to pre-pandemic levels.
2. Fluctuations in the value of prescriptions filled by FAMU Pharmacy are due to the volatility in retail value of prescription medications provided. In FY 2019, FAMU saw a significant increase in the cost of medication for the treatment of Hepatitis C, as well as an increase in the number of patients that are treated monthly. In FY 2020, FAMU Pharmacy saw a 33% decrease in the number of prescriptions provided. The estimates in FY 2021 and FY 2022 are based on the average cost per prescription.

3 - 4. The value of donated specialty medical care in FY 2020 was $3.7 million and assisted 799 patients. The value of donated medical care for FY 2021 is estimated at $4,500,000 (the current value of donated medical care as of May 2021 is $3.8 million).

5. In-person compliance audits were suspended due to COVID-19 in FY 2020 and FY 2021 and are expected to resume in FY 2022.

Human Services - Primary Health Care (001-971-562)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	79,379	82,015	85,601	-	85,601	88,717
Operating	1,569,080	1,742,044	1,742,237	9,000	1,751,237	1,742,362
Total Budgetary Costs	1,648,459	1,824,059	1,827,838	9,000	1,836,838	1,831,079

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	1,648,459	1,824,059	1,827,838	9,000	1,836,838	1,831,079
Total Revenues	1,648,459	1,824,059	1,827,838	9,000	1,836,838	1,831,079

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Healthcare Serv. Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2022 Primary Health Care budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increase in operating costs in the amount of $9,000 is related to portal enhancements for the Primary Healthcare program data entry and Mental Health program applications/reimbursements.

Veteran Services (001-390-553)

Goal	The goal of the Leon County Veteran Services Division is to assist Veterans and their dependents in securing all entitled benefits earned through honorable military service and to advocate for Veterans' interests in the community.
Core Objectives	1. Counsel and assist Veterans and their dependents with processing benefit claims entitled to them through the United States Department of Veterans Affairs (VA) and other government agencies. 2. Assist Veterans and their dependents with VA health care, home loan guaranty, VA life insurance, burial benefits, and military medals/records. 3. Maintain a Veterans Resource Center (VRC) to provide employment and educational resources to Veterans, focusing on those Veterans making the transition from military to civilian life. 4. Maintain strong relationships with community partners by attending United Vets monthly coordinating meetings. 5. Manage the annual Leon County Military Grant Program. 6. Serve as the Leon County Veteran Liaison for all Veterans issues in the local community. 7. Assist the VET, Inc. organization with the annual Veterans Day Parade. 8. Establish procedures to allocate direct emergency assistance funds to Veterans. 9. Hold an "Operation Thank You" celebration annually for Veterans and service members.
Statutory Responsibilities	F.S. 292.11 County and City Veteran Service Officer. (1) Each board of county commissioners may employ a county Veteran service officer; provide office space, clerical assistance, and the necessary supplies incidental to providing and maintaining a county service office; and pay said expenses and salaries from the moneys hereinafter provided for.
Advisory Board	Member of the County Veteran Service Officers Association of Florida; Board member of Tallahassee-Leon County Transportation Disadvantaged Coordinating Board; Veterans Events of Tallahassee (VET, Inc.) Executive Board; Tallahassee National Cemetery Committee member; Hospice-Veterans Partnership Committee Board member; Veteran Treatment Court Committee member.

Strategic Plan Bold Goals and Five – Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020[2] Estimate	FY 2021[2] Estimate
BG3[1]	**Secure more than $100 million in Veteran Affairs benefits for Leon County veterans and their families**	**$38,604,146**	**$18,492,095**	**$20,202,490**	**$18,203,232**	**$18,965,805**

The Board is anticipated to develop a new set of Targets and Goals at its January 2022 Retreat as part of the next strategic planning cycle

Notes:

1. The figure for FY 2021 is an estimate. Actual reporting for this metric will be made available by the VA in time for publication in the FY 2023 Budget.
2. Estimates are based on the projected amount of Veterans Compensation & Pension as well as Medical Care Expenditure reported by the VA for Leon County and adjusted for the unique clients served by the Leon County Veterans Office. The final numbers will be provided by the VA in the fall of 2021. Utilizing a much more aggressive outreach effort will be a primary strategy to serve more customers and create a larger impact on the dollars VA spends in Leon County.

Veteran Services (001-390-553)

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimates	FY 2022 Estimates
Q7	Number of clients served[1]	4,807	4,583	6,000	6,000
Q7	Number of outreach events attended[2]	35	5	5	35
Q7	Number of clients served in the Veterans Resource Center[3]	179	56	60	125
Q7	Dollar amount of Veterans Emergency Assistance Program (VEAP) used[3]	$53,153	$49,546	$45,000	$50,000
Q7	Number of Veterans Emergency Assistance Program (VEAP) provided[4]	121	98	55	60

Notes:

1. The 5% decrease in FY 2020 is due to the effects of COVID-19 and the shift from in-person to online/phone services. Number of clients served in FY 2021 is estimated at 6,000 based on the current monthly average of 500 clients served per month. Clients served in FY 2022 are projected to maintain the FY 2021 level.
2. Gatherings of large groups of people were largely canceled and prohibited in FY 2020 and FY 2021 due to the COVID-19 pandemic, resulting in an 86% decrease in outreach events attended compared to FY 2019. Outreach events in FY 2022 are expected to return to pre-pandemic levels.
3. Due to COVID-19, County buildings were closed to the public in Spring and Summer 2020; as a result, services were shifted from in-person to online/phone services, resulting in a 69% decrease in in-person visits over FY 2019. The Veterans Resource Center has resumed walk-in services for Leon County residents to apply for and receive technical assistance with the Leon CARES program applications. FY 2022 projections show an increase in clients served as vaccination rates rise.
4. Value of assistance provided through the Veterans Emergency Assistance Program for FY 2021 is estimated at $45,000 due to eligibility for the Leon CARES mortgage, rental, and utilities assistance programs. Average funding amount per approved VEAP application has increased due to the increase in maximum rent assistance from $500/application to $1,300/application (based on Fair Market Rent limits). Total estimated funding awarded through VEAP program is expected to increase in FY 2022 when COVID-19 relief funding is exhausted.

Veteran Services (001-390-553)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	186,667	204,080	184,485	2,584	187,069	192,970
Operating	12,960	10,997	20,322	-	20,322	22,385
Grants-in-Aid	71,455	88,900	150,900	-	150,900	150,900
Total Budgetary Costs	271,082	303,977	355,707	2,584	358,291	366,255

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	271,082	303,977	355,707	2,584	358,291	366,255
Total Revenues	271,082	303,977	355,707	2,584	358,291	366,255

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Veterans Services Manager	1.00	1.00	1.00	-	1.00	1.00
Veterans Services Counselor	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	3.00	3.00	3.00	-	3.00	3.00

The major variances for the FY 2022 Veteran Services budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to the adjustment to the Living Wage increasing from $12 per hour to $14 per hour.
2. Grants-in-Aid in the amount of $62,000 is associated with the County policy for emergency assistance program funding to be transferred between Veteran Services and Direct Emergency Assistance Program (DEAP).
3. Operating increase in the amount of $9,325 is associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19 ($2,870), as well as communication costs and printers ($6,455).

Housing Services Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	501,103	526,223	544,717	1,000	545,717	563,779
Operating	45,877	65,451	65,542	-	65,542	68,057
Capital Outlay	52	-	-	-	-	-
Grants-in-Aid	446,209	95,000	756,540	-	756,540	756,540
Total Budgetary Costs	993,240	686,674	1,366,799	1,000	1,367,799	1,388,376

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Housing Services (001-371-569)	592,675	601,674	625,259	1,000	626,259	646,836
SHIP 2017-2020 (124-932052-554)	138,446	-	-	-	-	-
SHIP 2019-2022 (124-932054-554)	262,120	-	-	-	-	-
SHIP 2020-2023 (124-932056-554)	-	85,000	-	-	-	-
SHIP 2021-2024 (124-932058-554)	-	-	741,540	-	741,540	741,540
Total Budget	993,240	686,674	1,366,799	1,000	1,367,799	1,388,376

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	592,675	601,674	625,259	1,000	626,259	646,836
124 SHIP Trust	400,565	85,000	741,540	-	741,540	741,540
Total Revenues	993,240	686,674	1,366,799	1,000	1,367,799	1,388,376

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Housing Services	6.00	6.00	6.00	-	6.00	6.00
Total Full-Time Equivalents (FTE)	6.00	6.00	6.00	-	6.00	6.00

Housing Services (001-371-569)

Goal	To efficiently and responsibly administer programs and develop community partnerships that preserve and grow the inventory of safe and sanitary affordable housing in Leon County.
Core Objectives	1. Administer Affordable Housing Programs including but not limited to: Homeownership Development, Home Rehabilitation; Home Replacement; Down Payment Assistance (DPA); and Emergency Housing Repair (Short-term and Permanent). 2. Plan, promote and execute affordable housing related events aimed at educating the public, such as the Leon County Home Expo. 3. Seek to continually improve methodologies and efficiencies in serving citizens of Leon County. 4. Continue to move the Joint County-City Affordable Housing Work Group's recommendations forward including, but not limited to: develop a holistic plan for single family home ownership opportunities to ensure homes remain affordable in perpetuity; and support the Community Land Trust. 5. Provide staff support and administer the activities of the Community Development Block Grant (CDBG) Citizen Task Force Advisory Committee, and the State Housing Initiatives Partnership (SHIP) Affordable Housing Advisory Committee (AHAC). 6. Participate in and promote Fair Housing Activities; receive and report fair housing complaints. 7. Attend state and local housing events, trainings and conferences to ensure Leon County is aware and in compliance with local, state and federal guidelines.
Statutory Responsibilities	Leon County Code, Chapter 8 Article V, Sections 8-151 thru 8-156 "Direct Implementation of State Housing Initiative Program (SHIP)"; Local Housing Assistance Plans (LHAP); Florida Statute Chapter 420 "Housing"; Leon County Code, Chapter 2, Section 2-71 "Implementation"; and Florida Statute Chapter 760.20 "Fair Housing Act"
Advisory Board	Affordable Housing Advisory Committee; Community Development Block Grant (CDBG) Citizens Task Force Advisory Committee.

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimates	FY 2022 Estimates
Q5	Number of clients receiving Purchase Assistance via Interlocal Agreement with Escambia County HFA[1]	52	35	35	35
Q5	Number of clients receiving SHIP Purchase Assistance[2]	12	13	5	13
Q5	Number of housing units receiving Home Rehabilitation[3]	2	2	2	2
Q5	Number of housing units receiving Home Replacement[4]	4	2	0	1
Q5	Number of completed Homeownership Development projects[5]	N/A	N/A	N/A	3
Q5	Total funding received to support the Affordable Housing Program and/or residents affected by COVID-19[6]	$331,773	$534,670	$718,000	$793,269
Q5	Number of housing units receiving Emergency Housing Repair Assistance[7]	66	31	50	30
Q5	Percent of SHIP funding used to assist persons with special needs[8]	60%	21%	20%	20%

Notes:

1. Market volatility and uncertainty caused by the COVID-19 pandemic has resulted in a 33% reduction in applications for purchase assistance projects in FY 2020 and FY 2021 from FY 2019. FY 2022 projections remain consistent.
2. State Housing Initiative Partnership (SHIP) funded purchase assistance is provided through the Tallahassee Lenders Consortium. The estimated decrease for FY 2021 Purchase Assistance projects is due to the Governor's veto of the FY 2021 SHIP funding allocation. The increase in FY 2022 corresponds with approved legislative funding.
3. The Division rehabilitated two housing units in FY 2020 and expects to use remaining SHIP funding to fund two Housing Rehabilitation projects in FY 2021 and FY 2022. See Note 5 for details on funding for affordable housing projects.
4. Home Replacements are considered only when the cost of rehabilitation exceeds 50% of the value of a home or when not structurally sound. The number of home replacements decreased by 50% due to limited funding across the three active SHIP funding allocations in FY 2019, FY 2020, and FY 2021. The Division of Housing Services is anticipated to complete the first three Homeownership Development projects in FY 2022.
5. Homeownership Development is a new performance measure for FY 2022 and is designed to incentivize housing developers to build new residential units for purchase.
6. The 27% increase from FY 2020 to FY 2021 estimated funding is due to the FHFC Coronavirus Relief Funding (CRF) allocation from the Florida Housing Finance Corporation in Summer 2020, which supported housing relief for impacts due to COVID-19. FY 2021 funding estimates include $432,255 in Coronavirus Relief Funding, $125,000 in SHIP loan repayments, $53,000 in Housing Finance Authority (HFA) funding, and $108,000 in Hurricane Housing Recovery Program (HHRP 2021) funding. FY 2022 funding estimates include $673,269 in SHIP funding, $70,000 in estimated SHIP loan repayments, and $50,000 in Housing Finance Authority (HFA) funding.
7. In addition to projects funded by the HFA and SHIP, FY 2021 estimates include 19 emergency home repairs completed to improve or maintain air quality using Coronavirus Relief Funding. FY 2022 estimates return to FY 2020 levels with the anticipated exhaustion of relief funding.
8. This metric is based on the SHIP Florida Statue 420.9075 requirement that a minimum of 20% of the local housing distribution be used to serve persons with Special Needs.

Housing Services - Housing Services (001-371-569)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	488,541	526,223	544,717	1,000	545,717	563,779
Operating	28,241	65,451	65,542	-	65,542	68,057
Grants-in-Aid	75,893	10,000	15,000	-	15,000	15,000
Total Budgetary Costs	592,675	601,674	625,259	1,000	626,259	646,836

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	592,675	601,674	625,259	1,000	626,259	646,836
Total Revenues	592,675	601,674	625,259	1,000	626,259	646,836

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Director of Human Services & Community Partnership	1.00	1.00	1.00	-	1.00	1.00
Housing Services Manager	1.00	1.00	1.00	-	1.00	1.00
Housing Rehabilitation Specialist	1.00	1.00	1.00	-	1.00	1.00
Housing Services Specialist	1.00	1.00	1.00	-	1.00	1.00
Financial Compliance Manager	1.00	1.00	1.00	-	1.00	1.00
Human Services Specialist	-	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00		-	-	-	-
Total Full-Time Equivalents (FTE)	6.00	6.00	6.00	-	6.00	6.00

The major variances for the FY 2022 Housing Services budget are as follows:

Increases to Program Funding:
1. Increase in personnel services is associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. The $1,000 increase is tied to additional overtime costs to accommodate added responsibilities and tasks assigned due to COVID-19 relief programs.

Housing Services - SHIP 2019-2022 (124-932054-554)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Grants-in-Aid	262,120	-	-	-	-	-
Total Budgetary Costs	262,120	-	-	-	-	-

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
124 SHIP Trust	262,120	-	-	-	-	-
Total Revenues	262,120	-	-	-	-	-

For accounting purposes, each annual SHIP appropriation is budgeted separately.

Housing Services - SHIP 2020-2023 (124-932056-554)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Grants-in-Aid	-	85,000	-	-	-	-
Total Budgetary Costs	-	85,000	-	-	-	-

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
124 SHIP Trust	-	85,000	-	-	-	-
Total Revenues	-	85,000	-	-	-	-

For accounting purposes, each annual SHIP appropriation is budgeted separately.

Housing Services - SHIP 2021-2024 (124-932058-554)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Grants-in-Aid	-	-	741,540	-	741,540	741,540
Total Budgetary Costs	-	-	741,540	-	741,540	741,540

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
124 SHIP Trust	-	-	741,540	-	741,540	741,540
Total Revenues	-	-	741,540	-	741,540	741,540

The FY 2022 SHIP 2021/2024 Grant is anticipated in the amount of $671,540.

Additionally, the budget reflects estimated loan repayments associated with SHIP in the amount of $70,000 from recaptured revenue from prior housing projects that have already been completed.

Leon County Fiscal Year 2022 Tentative Budget

Office of Resource Stewardship

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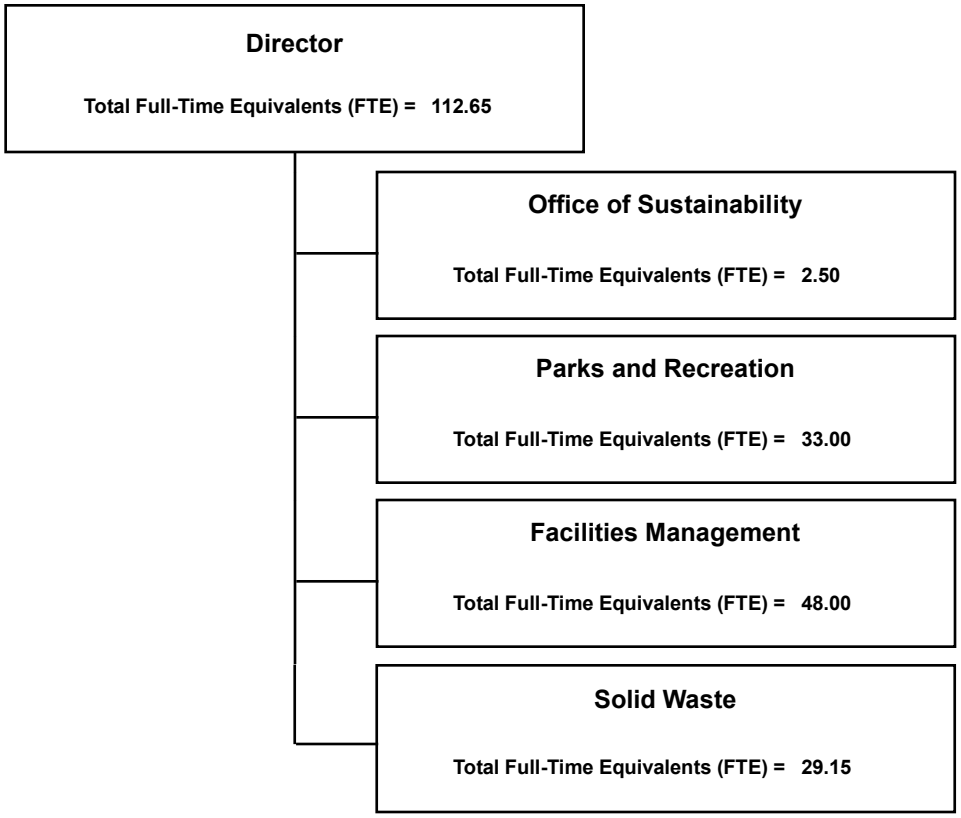
Office of Resource Stewardship



Office of Resource Stewardship

Executive Summary

The Office of Resource Stewardship (ORS) section of the Leon County FY 2022 Annual Budget is comprised of the Office of Sustainability, Parks & Recreation, Solid Waste, Facilities Management and Cooperative Extension.

The Office of Resource Stewardship provides leadership and coordination of services through its Division work areas in order to identify opportunities for synergy and added efficiencies between each work group to effectively promote stewardship of the community's natural, societal, and economic resources. The Office of Sustainability enhances the community's environmental, economic, and social resilience by promoting adoption of sustainability practices within County government and the community at large. Parks and Recreation creates, maintains, and manages infrastructure and programs supporting recreation, parks, and open space. The Solid Waste Division consists of the Solid Waste Management Facility, the Rural Waste Services Centers, the Transfer Station Operations, Hazardous Waste, Recycling Collection and Yard Waste. Facilities Management provides professional maintenance and operating services. Cooperative Extension provides information and conducts educational programs on various issues including energy conservation, food safety, and child and family development.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Department of Resource Stewardship Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

Facilities Management coordinated the renovation of the Cooperative Extension "Net Zero" Agriculture Center and relocated the Office of Human Services & Community Partnerships staff from the Amtrak Station. Facilities and Operations teams completed demolition of the Tharpe Street Records Storage Facility and the removal and relocation of furniture and records. Within the Courthouse, the Clerk of the Court's office space was renovated to create a Low-Bono Citizens Self-Help Center to provide limited legal guidance and low-cost attorney consultations. Additional renovations were completed at all branch libraries as part of the Essential Libraries Initiative by redesigning the checkout/help desk to accommodate self-checkout machines. A new Work Order System was launched for technicians and county partners which will improve customer service, internal efficiencies, and provide analytics for equipment replacement. Facilities Management continued the COVID-19 response by sanitizing and disinfecting offices, creating and installing employee sneeze guards, and installing sanitation devices in county administrative offices and courtrooms. In FY 2021, the operational needs of the Detention Facility were transferred from the Leon County Sheriff's Office to ORS.

The Office of Sustainability continues to work on action items and goals set forth in the Integrated Sustainability Action Plan (ISAP), featuring 18 goals and 91 action items which include: waste reduction, energy and green buildings, and transportation. The overarching goal is to reduce greenhouse gas emissions from County Operations by 30% by 2030. The Office of Sustainability on-boarded the County's first fully electric vehicle (a Chevy Bolt) to the fleet; launched two new composting initiatives providing citizens with an opportunity to compost food scraps; hosted the biennial Sustainable Community Summit with more than a dozen virtual and in-person sessions; continued to participate in the Capital Area Sustainability Compact; installed two new solar arrays at Apalachee Regional Park and the Fleet Management building; and promoted sustainability programs through social media and the Sustainability Newsletter.

Parks & Recreation staff oversaw the completion of Phase I of the Apalachee Regional Park Master Plan which includes a finish line, awards stage, restrooms, and operations building to provide opportunities to attract additional sporting events and bring economic benefit to the community. Additionally, staff worked with County sports providers and partners to safely return the community to limited recreational activities and events conducted in groups of 10. Construction for the new full-size baseball field at Chaires Park began in January 2021 with an anticipated completion date of December 2021 to host spring baseball. Design and permitting work also continued on two significant Greenway projects: St. Marks Headwaters Greenway – Buck Lake Rd. trailhead and Miccosukee Greenway – Crump Rd. trailhead improvements with construction completion anticipated for Spring 2022.

The Solid Waste Management facility processed 10,948 tons of yard debris from Leon County residents. Solid Waste staff recycled 402 tons of household products, of which, 32 tons of household products were returned into the community through the Reuse Center and Smarter Sorting System. Leon County's Hazardous Waste Center (HWC) continued to be a one-stop location for hazardous waste and electronics disposal promoting the reuse and recycling of these products. A tipping fee increase of $2.67 per ton was implemented in FY 2021 to pay for contractual increases.

Leon County Fiscal Year 2022 Tentative Budget

Office of Resource Stewardship Business Plan

Mission Statement

The mission of the Leon County Office of Resource Stewardship is to provide leadership and coordination of services through the Office of Sustainability, the Cooperative Extension program, the Division of Facilities Management, Solid Waste, and the Division of Parks & Recreation, in order to identify opportunities for synergy and added efficiencies between each work group to effectively promote stewardship of the community's natural, societal, and economic resources.

Strategic Priorities

Economy

- Do well-designed public infrastructure which supports business, attracts private investment and has long term economic benefits. (EC1)
- Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, and job creation. (EC2)
- Grow our tourism economy, its diversity, competitiveness and economic impact. (EC4)

Environment

- Conserve and protect environmentally sensitive lands and our natural ecosystems. (EN2)
- Promote orderly growth and sustainable practices. (EN3)
- Reduce our carbon footprint, realize energy efficiencies, & be a catalyst for renewable energy, includingsolar. (EN4)

Quality of Life

- Maintain and enhance our parks and recreational offerings and green spaces. (Q1)
- Provide essential public safety infrastructure and services. (Q3)
- Support strong neighborhoods. (Q5)
- Promote livability, health and sense of community by enhancing human scale development and creatingpublic spaces for people. (Q6)

Governance

- Sustain a culture of performance, and deliver effective, efficient service that exceed expectations anddemonstrate value. (G2)
- Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County'score practices. (G4)
- Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (G5)

Strategic Initiatives

1.	Develop strategies to increase recycling and reuse rates. (EN4)	Ongoing/Complete
2.	Convene the Leon County Sustainable Communities Summit on a bi-annual basis. (EN3)	Ongoing/Complete
3.	Successfully launch a commercial and residential Property Assessed Clean Energy (PACE) program and identify opportunities, including the Leon County Spring Home Expo, to train industry professionals on sustainable building practices for participation in the PACE program. (EN4)	Ongoing/Complete
4.	Add environmental education kiosks, trail markings/mapping at Greenways and Parks. (EN2)	Ongoing/Complete
5.	Explore new opportunities for solar on County facilities. (EN4)	Ongoing/Complete
6.	Develop and implement a master plan for the Apalachee Regional Park. (Q1, Q6)	Ongoing/Complete
7.	Develop a program to establish a signature landscaping feature with regular blooming season. (Q1, Q6)	Ongoing/Complete
8.	Evaluate additional trail expansion opportunities. (Q1, Q6)	Ongoing/Complete
9.	Identify opportunities to create dog parks in the unincorporated area. (Q1, Q6)	Ongoing/Complete
10.	Exploring opportunities to address fraud/scams targeted towards seniors. (Q4)	Ongoing/Complete
11.	Work with Sustainable Tallahassee and community partners to evaluate developing a community-wide climate action plan. (EN2, EN3, EN4)	Ongoing/Complete
12.	As part of sense of place initiative for Miccosukee, evaluate the opportunity to combine activities from the existing community center into the Old Concord School. (Q1, Q5, Q6)	Ongoing/Complete

Leon County Fiscal Year 2022 Tentative Budget

Office of Resource Stewardship

	13. To further promote Leon County as a biking community, pursue the International Mountain Biking Association (IMBA) Designation. (EC4)	Ongoing/Complete
	14. Develop an action plan to further reduce the County Government's carbon footprint. (EN4, EN3)	Ongoing/Complete
	15. To further reduce litter and trash in rural areas and the Apalachicola National Forest, launch a targeted public outreach effort encouraging the use of County Rural Waste Service Centers. (EN2)	Ongoing/Complete
	16. Develop a Sustainable Business Recognition Program. (EN3, EN4)	Ongoing/Complete
Actions	1. A.) Evaluated the possibility of conducting an updated waste composition study. B.) Reached a recycling rate of 62% in 2018, an 4% decrease over 2017. C.) Evaluated strategies to ensure that all new commercial development includes adequate space for a recycling dumpster on site. D.) Develop outreach and education to touch all unincorporated commercial properties which do not currently have a recycling account. E.) Conduct a recycling bin and dumpster inventory for all County facilities and parks.	Facilities, Sustainability, Solid Waste, DSEM, Public Works
	2. A.) Hosted the 2017 Summit: Exploring Our Backyard. B.) Hosted the 2019 Summit: Greening Our Community. C.) Hosed the 2021 Summit: Sustainability in Action, with both virtual and in-person attendance.	Sustainability
	3. A.) Board approved joining the FL Resiliency & Energy District (FRED) PACE Program enabling FDFC to operate a PACE program. B.) Formally launched the FDFC PACE Program. C.) Ensured vendor participation in the Spring Home Expo. D.) Ensured vendor participation in the 2019 and 2021 Sustainable Communities Summit. E.) Facilitated PACE Program presentations for the Tallahassee Builders Association and the Tallahassee Board of Realtors. F.) Wrote a press release and article in the Democrat announcing the expansion of the PACE program to Commercial-PACE. E.) Track progress on the County's first commercial PACE (C-PACE) project.	Facilities, Sustainability, CMR
	4. A.) Established a standard design and kiosk appearance. B.) Generated site-specific collateral such as maps. C.) Create trail markings and install additional signage at Alford Greenway. D.) Created trail markings for NE Park. E.) Create formal trail marking and mapping for Fred George Greenway.	Sustainability, Parks & Recreation, Facilities
	5. A.) Identify best opportunities and top priorities for solar. B.) Board consideration of priorities and funding. C.) Installed a 19kW solar array on the Office of Resource Stewardship. D.) Installation of two solar arrays on the Northeast Branch Library and the Transfer Station. E.) Created a plan for allocation of yearly solar funds approved by the Board at the April 2019 Budget Workshop. F.) Implement zoning changes that allow for solar energy farms in the unincorporated area while preserving the rural character of our community. G.) Work with the FSU-FAMU College of Engineering student group to design a solar array for a County facility (park or community center). H.) In March 2021, Leon County released an RFP for a solar array for Leon County's Fleet Management building. It is anticipated that a vendor will be selected in April 2021 and installation will begin in May/June 2021.	Sustainability, Facilities Management, Public Works
	6. A.) Conducted a study to determine the scope and supply source to extend water main for future facility development. B.) Board approved a bid award for paving a portion of the western most access road. C.) Workshop on the Apalachee Regional Park Master Plan & Associated Landfill Closure. D.) BCC consideration of funding requests for build out of master plan, operational equipment, and operating staff support. E.) Work with Design Team (GPI and Wood+Partners) on Signature Entrance, trail design and construction, and roadways. F.) ARP Design Charrette with Partners (TDC, FSU, Gulf Winds, COCA, and Design Team) G.) Relocate the radio control airfield including construction of a new pavilion and parking amenities	Facilities, Sustainability, Solid Waste, Public Works, Tourism, Financial Stewardship

Leon County Fiscal Year 2022 Tentative Budget

Office of Resource Stewardship

7.	A.) Engaged landscape and horticulture experts to identify proposed plant(s) and site(s). B.) Implemented planting at Pedrick Pond, Martha Wellman, Canopy Oaks, Apalachee Regional, Brent Dr. parks. C.) Generate educational material to target area citizens and develop outreach for potential tourists. D.) Board approval of Designation Agreement with FDEP for the Lake Jackson Paddling Trail. E.) Installation of signage for Lake Jackson Blueway. F.) BCC consideration of funding requests for staff to support the opening of additional greenway acreage.	Facilities, Parks & Recreation, Public Works, CMR, PLACE (Planning)
8.	A.) Constructed the trail head for Northeast Park. B.) Conduct a trail assessment for Alford Greenway to determine trail markings, related signage, and mapping – constructed approximately five miles of single track trail. C.) Evaluate additional single track trails at Alford Greenway consistent with recommendations in the Trail Assessment that was completed in May 2018. D.) Design and Permit Phase II of the St. Marks Headwaters Greenway including 4 miles of trail E.) Host public meetings to refine scope and award bid for St. Marks Headwaters Greenway Phase II.	Facilities, Parks & Recreation, Tourism
9.	A.) The first site, Bradfordville Community Center opened in October, 2019. B.) The second site, J. Lee Vause Park opened in February, 2020. C.) The third site has been identified as Robinson Road Park. D.) Approval of Phase I of the Apalachee Regional Park Master Plan, which includes a dog park.	Parks & Recreation, Facilities
10.	A.) Established opportunity for routine shredding of sensitive documents in conjunction with senior programming at community centers. B.) Work with the Senior Outreach Program to include Fraud/Scam speakers at Lunch and Learns. C.) Consolidation of Detention Facility Maintenance under the County's Facilities Management Division	Facilities, Parks & Recreation, Sustainability
11.	A.) Evaluated other communities' and regions' community-wide climate action plans. B.) Hosted kick-off meeting of top 10 largest local organizations and community partners to establish a sustainability "Compact." C.) Presented the proposed Community-wide Climate Action Plan. D.) Supported Sustainable Tallahassee in the creation and "stand up" of the Capital Area Sustainability Compact. E.) Formally signed the Capital Area Sustainability Compact. F.) Compact Steering Committee, Energy Working Group, Waste Working Group, and Transportation Working Group meet every 6 weeks. G.) Status Update on the Capital Area Sustainability Compact Administrator Role. H.) In January 2021, the Compact Steering Committee met to set targets and focus areas for the year.	Sustainability
12.	A.) Renovation of the Old Concord School.	Facilities, PLACE (Planning)
13.	A.) Examined, in detail, the process for achieving the IMBA Designation. B.) Design and construct single track trails to increase the community inventory.	Parks & Recreation, Tourism
14.	A.) Conducted an updated greenhouse gas inventory for County operations. B.) Seek input and feedback from Leon County citizens on the County's sustainability program and initiatives. C.) Brought an Integrated Sustainability Action Plan for County operations to the Board for adoption. D.) Brought an update on progress made in the Integrated Sustainability Action Plan (ISAP) to the Board at the December sustainability status update E.) Complete kiosk inventory to determine quality of existing kiosks, new needs and priority for installation. – purchase and install informational kiosks. F.) Identify criteria needed and path to achieve designation.	Facilities, Solid Waste, Sustainability
15.	A.) Update Rural Waste Service Center rack cards. B.) Create and send targeted postcards to citizens encouraging the use of the Rural Waste Service Centers.	Solid Waste, CMR
16.	A.) Review other similar recognition programs around the country and draft recognition criteria lists for review by partners, businesses, and the Office of Economic Vitality. B.) Finalize recognition criteria lists. C.) Identify first businesses to be recognized in each category (e.g. restaurant/bar and office/retail) by the program in preparation for launch. D.) On April 22, 2021, Leon County launched Sustainabiz, a Sustainable Business Recognition Program.	Sustainability

Leon County Fiscal Year 2022 Tentative Budget

Office of Resource Stewardship

Bold Goals and Five-Year Targets

Target 5: *Plant 15,000 trees including 1,000 in canopy roads. (T5)*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Total Trees[1]	45	1,204	8,467	30	150	9,896

Target 7: *75% community recycling rate. (T7)*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Recycling Rate[2]	55%	66%	62%	57%	63%	63%

Target 8: ***Construct 30 miles of sidewalks, greenways, and trails. (T8)***

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Trail(s) miles[3]	1.45	5	0	5.05	14.25	25.75

Target 12: *Open 1,000 new acres of park land to the public. (T12)*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Acres of Park Land[4]	0	204	40.42	28.25	666.29	938.96

Notes:

1. This number only reflects trees planted by Parks and Recreation. Public Works also contributes to this target.
2. Leon County receives prior year's recycling numbers from DEP (Department of Environmental Protection) in April or May of the following year. As a result, the number for FY 2021 represents how the County performed for FY 2020. The decreased rate reported in FY 2020 is due in part to a decrease in recycling of construction building debris. Staff has invested various options for increasing waste diversion rates from the commercial sector which were included in the December 2020 sustainability update to the Board.
3. The figure for FY 2020 includes an additional sidewalk needed to connect the pavilion to the newly installed playground at Kate Ireland Park, new single-track trails at the J. R. Alford Greenway, and additional sidewalk constructed during the Canopy Oaks renovation projects.
4. The FY 2020 acres are comprised of the Orange/Meridian Community Space (5.75 acres), the J. Lee Vause Dog Park (1.5 acres) and Apalachee Regional Park (21 acres). The FY 2021 estimate is comprised of opening Phase II of the St. Marks Headwaters Greenway (590 acres), the newly acquired parcel at Coe Landing Rd (3.49 acres) which will provide access to Lake Talquin State Forest, Phase II of the enhancements to Apalachee Regional Park (45 acres), the construction of the Chaires baseball field (10 acres), as well as Pimlico Park (13.4 acres) and Man O War Park (4.4 acres) which are in the process of being donated to the County by the Killearn Acres Homeowners Association.

**** The Board is anticipated to develop a new set of Targets and Goals at its January 2022 Retreat as part of the next strategic planning cycle***

Leon County Fiscal Year 2022 Tentative Budget

Office of Resource Stewardship

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	6,630,789	7,153,772	7,534,014	156,370	7,690,384	7,927,052
Operating	17,147,498	22,373,541	20,001,046	976,379	20,977,425	21,148,157
Capital Outlay	102,589	80,000	30,000	26,000	56,000	30,000
Grants-in-Aid	669,018	617,070	622,414	-	622,414	635,717
Total Budgetary Costs	24,549,895	30,224,383	28,187,474	1,158,749	29,346,223	29,740,926

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Office of Sustainability	230,748	331,364	319,997	292	320,289	346,553
Cooperative Extension	494,250	442,331	448,037	-	448,037	461,340
Parks and Recreation	2,970,575	3,232,597	3,193,998	502,122	3,696,120	3,711,153
Facilities Management	9,390,517	12,727,226	13,065,292	(476,250)	12,589,042	12,716,179
Solid Waste	11,463,806	13,490,865	11,160,150	1,132,585	12,292,735	12,505,701
Total Budget	24,549,895	30,224,383	28,187,474	1,158,749	29,346,223	29,740,926

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	9,613,817	12,837,296	13,190,372	(565,085)	12,625,287	12,781,284
140 Municipal Service	2,970,575	3,232,597	3,193,998	502,122	3,696,120	3,711,153
165 County Government Annex	408,909	557,930	537,102	89,127	626,229	636,089
166 Huntington Oaks Plaza	92,789	105,695	105,852	-	105,852	106,699
401 Solid Waste	11,463,806	13,490,865	11,160,150	1,132,585	12,292,735	12,505,701
Total Revenues	24,549,895	30,224,383	28,187,474	1,158,749	29,346,223	29,740,926

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Facilities Management	40.00	48.00	48.00	-	48.00	48.00
Office of Sustainability	2.50	2.50	2.50	-	2.50	2.50
Parks and Recreation	30.00	30.00	30.00	3.00	33.00	33.00
Solid Waste	27.15	28.15	29.15	-	29.15	29.15
Total Full-Time Equivalents (FTE)	99.65	108.65	109.65	3.00	112.65	112.65

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Office of Sustainability	1.00	1.00	1.00	-	1.00	1.00
Solid Waste	2.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	3.00	2.00	2.00	-	2.00	2.00

Office of Sustainability Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	164,443	184,427	190,870	292	191,162	196,088
Operating	66,305	146,937	129,127	-	129,127	150,465
Total Budgetary Costs	230,748	331,364	319,997	292	320,289	346,553

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Office of Sustainability (001-127-513)	230,748	331,364	319,997	292	320,289	346,553
Total Budget	230,748	331,364	319,997	292	320,289	346,553

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	230,748	331,364	319,997	292	320,289	346,553
Total Revenues	230,748	331,364	319,997	292	320,289	346,553

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Office of Sustainability	2.50	2.50	2.50	-	2.50	2.50
Total Full-Time Equivalents (FTE)	2.50	2.50	2.50	-	2.50	2.50

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Office of Sustainability	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Office of Sustainability/Recycling Education (001-127-513)

Goal	The mission of the Leon County Office of Sustainability/Recycling Education is to promote adoption of practices that improve our quality of life, protect our natural environment, and strengthen our economy including providing recycling education to residents both within County government and the community at large.
Core Objectives	1. Spearhead and assist County divisions and departments in efforts to save energy and water, reduce waste, and increase recycling within County buildings and operations. 2. Research and analyze trends, emerging technologies, and best practices. 3. Oversee the documentation, measurement, and evaluation of program performance data. 4. Establish policies and programs necessary to achieve resource reduction and savings in County operations and to carry out programs that serve the wider community. 5. Provide communications about County sustainability initiatives, host sustainability programs, and work with community partners to carry out community-based sustainability projects. 6. Participate in special events related to sustainability, recycling, and community wellbeing. 7. Organize and provide education services to County facilities, schools, and other organizations. 8. Provide sustainability, recycling and public education consulting services.
Statutory Responsibilities	The Florida Solid Waste Management Act of 1988 established that each county has the power to provide for the operation of solid waste facilities to meet the needs of all incorporated and unincorporated areas of their respective county. Florida Administrative Code, Chapter 62 701 "Operating Restrictions and Practices for Solid Waste Facilities" and The Energy, Climate Change, and Economic Security Act of 2008 (House Bill 7135) established a new statewide recycling goal of 75% to be achieved by the end of the year 2020. An updated recycling bill or goal has not yet been passed by the State.
Advisory Board	Capital Area Sustainability Compact; Extension Overall Advisory Committee; Extension Advisory for Agriculture/Horticulture; Southeast Sustainability Directors Network Steering Committee; UPHS Diversity, Equity, and Inclusion Taskforce

Benchmarking

Priorities	Benchmark Data	Leon County	Statewide Goal
G1	% of waste tonnage recycled	63%	75%

1. Statewide recycling goal: 40% by 12/31/12, 50% by 12/31/14, 60% by 12/31/16, 70% by 12/31/18 and 75% by 12/31/20.
2. The recycling rate reduction is attributed to an increase in disposed construction and demolition debris, which are the heaviest materials included in the recycling report and of which Leon County has no control.

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate
T7	**Target: 75% community recycling rate[1]**	**55%**	**66%**	**62%**	**57%**	**63%**

1. Leon County receives prior year's recycling numbers from DEP (Department of Environmental Protection) in April or May of the following year. As a result, the number for FY 2021 represents how the County performed for FY 2020. The decreased rate reported in FY 2020 is due in part to a decrease in recycling of construction building debris. Staff has invested various options for increasing waste diversion rates from the commercial sector, which were included in the December 2020 sustainability update to the Board.

Leon County Fiscal Year 2022 Tentative Budget

Office of Resource Stewardship

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
EN4	Estimated energy savings from conservation projects. [1]	$1,519,771	$1,564,210	$1,800,000	$2,000,000
EN4	County Curbside Recycling tonnage. [2]	7,330	6,270	6,500	6,600
EN3	Number of participating community-wide recycling & sustainability related events. [3]	11	6	8	10
EN3, Q1	Number of waste reduction/sustainability/recycling community education presentations/tours. [4]	27	17	30	30
EN3, Q1	Number of citizens participating in sustainability & recycling educational presentations. [5]	5,400	4,460	3,900	4,000
EN4	Number of educational publications written. [6]	1	3	8	8

Notes:

1. As part of the County's continued energy savings effort, a new energy savings contract was executed in FY 2020 and work commenced in October 2020. It is anticipated that increased savings will be realized in FY 2022 as projects are completed.
2. Recycling tonnage estimates for FY 2022 maintain a COVID-19 related decrease due to capacity reductions in businesses and schools.
3. Participation remains limited due to COVID-19, but more event opportunities are anticipated in late FY 2021 and FY 2022.
4. Due to COVID-19, tours have been cancelled since March 2020, but virtual presentations will continue in FY 2021 and FY 2022. In Spring 2021, Leon County hosted the Sustainable Community Summit with more than a dozen sessions on various topics ranging from energy saving ideas to creating individual sustainability plans. Staff anticipates virtual presentation frequency and reach will continue in FY 2022.
5. Due to COVID-19, staff participated in fewer events and presentations in FY 2020 and FY 2021. However, staff hopes to engage more citizens in FY 2021 and FY 2022 with the increase in number of events and presentations.
6. Staff will continue writing educational publications for the local newspaper and has launched a Sustainability Newsletter that is sent to 1,500 citizens approximately every other month.

Office of Sustainability - Office of Sustainability (001-127-513)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	164,443	184,427	190,870	292	191,162	196,088
Operating	66,305	146,937	129,127	-	129,127	150,465
Total Budgetary Costs	230,748	331,364	319,997	292	320,289	346,553

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	230,748	331,364	319,997	292	320,289	346,553
Total Revenues	230,748	331,364	319,997	292	320,289	346,553

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Recycle & Sustainability Manager	1.00	1.00	1.00	-	1.00	1.00
Public Information Specialist	-	0.50	0.50	-	0.50	0.50
Sustainability Programs Coordinator	1.00	1.00	1.00	-	1.00	1.00
Digital Communication Engagement Specialist	0.50		-	-	-	-
Total Full-Time Equivalents (FTE)	2.50	2.50	2.50	-	2.50	2.50

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Sustainability Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2022 budget are as follows:

Decreases to Program Funding:
1. Decrease in the amount of $20,000 due to the County only hosting the Sustainable Communities Summit every other year (the last was hosted in FY 2021 with virtual and in-person sessions). This is offset by an increase in operating costs associated with the lift of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to the adjustment to the Living Wage increasing from $12 per hour to $14 per hour.

Cooperative Extension (001-361-537)

Goal	The goal of the Cooperative Extension Division is to provide researched based educational programs and information on horticulture, agriculture, natural resources, family & consumer sciences, and 4-H youth development empowering citizens of Leon County to make decisions and behavior changes that contribute to an improved quality of life and a more sustainable community.
Core Objectives	**Horticulture, Agriculture, and Natural Resources:** 1. Increase citizen awareness of sustainable food systems and the environment. Teach citizens about energy, water and natural resource conservation. Help citizens to adopt sustainable lifestyles and best management practices. Provide demonstrations in schools and community gardens. 2. Enhance stewardship of water quality, quantity and supply by teaching target audiences how to implement agriculture, and Green Industries best management practices, Florida-Friendly Landscaping principles, and low impact development standards. These programs help keep Leon County's Stormwater Division in compliance with the National Pollutant Discharge Elimination System (NPDES) permit requirements. 3. Increase the sustainability, profitability, and competiveness of agricultural and horticultural enterprises. Maintain and enhance production systems by improving knowledge and adoption of production efficiencies and effectiveness, new technologies, integrated pest management, food safety and environmental stewardship. Provide continuing education units and certification classes for pesticide applicators, landscape professionals, and other professionals ensuring compliance with state laws and supporting local jobs and workforce. 4. Use volunteers to extend community education and outreach. Train and manage Master Gardener and Sustainable Floridian volunteers to help other citizens adopt sustainable lifestyles and best management practices. **Family and Consumer Sciences:** 1. Empower individuals and families to build healthy lives and achieve social and economic success by providing educational programs in the areas of nutrition and health, financial management, human development, and parent education. 2. Improve the quality of nutrition for limited-resource families through administration of the USDA Family Nutrition Program (FNP). Two full-time FNP paraprofessionals teach comprehensive interactive classes helping families improve diet quality, physical activity, food resource management, food safety practices and food security. 3. Teach consumers, families and food handlers to improve food choices and safe food handling practices. Provide wellness education programs addressing nutrition and healthy lifestyle behaviors to reduce the risk of obesity-related chronic diseases. 4. Improve financial stability. Teach individuals and families skills they need to reduce debt, create spending plans, and save for the future. **4-H and Other Youth Programs:** 1. Through a variety of delivery methods (clubs, camps, field days, workshops) 4-H uses a learn-by-doing approach to help youth gain knowledge and skills to be productive citizens. 2. Recruit, screen, and train teen and adult volunteers to be successful club leaders, teach subject matter and life skills, judge events and serve in an advisory capacity, all while providing safe environments for youth. 3. Provide opportunities for youth to develop science, technology, engineering and math (STEM) literacy through clubs, camps and special interest programs. 4. Plan, implement, and evaluate 4-H/Tropicana public speaking contest for Leon County 4th, 5th and 6th grade students.
Statutory Responsibilities	Florida Statute, Chapter 1004 Public Postsecondary Education; 1004.37 "County or area extension programs; cooperation between counties and University of Florida and Florida Agricultural and Mechanical University"; Federal legislation – Smith-Lever Act and Morrill Act - N/A
Advisory Board	Overall Extension Advisory Committee and Program Advisory Committees - N/A

In November 2015, Leon County and the University of Florida enacted a new Memorandum of Understanding (MOU) that changed the nature of the partnership between the two organizations in regard to Leon County UF/IFAS Cooperative Extension. The MOU set forth a new structure in the relationship wherein the University of Florida serves as a contractor for Leon County. Under the agreement, Leon County is invoiced quarterly for a predetermined portion of personnel and operating expenses. The MOU requires the University to provide reports on a quarterly basis to the County regarding the progress of the Extension programs and services.

Cooperative Extension (001-361-537)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	4,232	4,261	4,623	-	4,623	4,623
Grants-in-Aid	490,018	438,070	443,414	-	443,414	456,717
Total Budgetary Costs	494,250	442,331	448,037	-	448,037	461,340

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	494,250	442,331	448,037	-	448,037	461,340
Total Revenues	494,250	442,331	448,037	-	448,037	461,340

Leon County revised its agreement with the University of Florida (UF) in November 2015 for providing educational Extension Program. The agreement revised the partnership whereby all Cooperative Extension staff are now University of Florida employees, with the County maintaining the same level of financial support for personnel and operating costs, but on a reimbursement basis. As specified in the contract, the University of Florida Institute of Food and Agricultural Sciences (UF IFAS) provides 70% of the salary and all benefits for each Extension Agent and the Director. The County pays the remaining 30% salary of the salary. The County provides 100% of the funding for four support staff and 5% for one UF support staff.

The major variances for the FY 2022 Cooperative Extension budget are as follows:

Increases in Program Funding are as follows:
1. Increase in the amount of 1% in the contract related to salaries, and 8% for operating expenses related to an annual increase in the program agreement.

Parks and Recreation Services (140-436-572)

Goal	The goal of the division of Parks & Recreation Services is to provide for the safety, comfort, and convenience of the public by creating, maintaining, and managing infrastructure and programs supporting recreation, parks, and open space. This is accomplished through cost effective, environmentally sensitive and aesthetically pleasing products and efficient services.
Core Objectives	1. Responsible for the development, preservation and management of functional, safe and aesthetically pleasing parks and recreation facilities across Leon County for its citizens and visitors. 2. Responsible for the maintenance of all county park facilities, including ball fields, boat landings, nature trails, greenways, and open spaces. 3. Provide passive recreation activities through access to fishing, camping, picnicking, and nature trails. 4. Develop and maintains active recreation facilities, including ball fields, tennis courts, and basketball courts. 5. Facilitate the organization, promotion, and implementation of recreation programs and activities through community-based recreation providers. 6. Pursue outside funding for facilities and services through grants, partnerships, and other programs to complement existing budgets. 7. Operate six multi-purpose community centers. 8. Prepare facilities and fields for state and local tournaments.
Statutory Responsibilities	Leon County Code of Laws, Chapter 13 "Parks and Recreation", Leon County Code of Laws 92 – 12, Leon County Comprehensive Plan, Section V “Parks and Recreation"
Advisory Board	None

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
Q1	Total Park Acres per 1,000 Population	13.12	10.9
Q1,G4,G5	Total Park Acres Maintained per FTE	103.41	13.2
Q1,G5	Total Operating Expenditures per Capita	$10.53	$51.91

Benchmark Sources: National Recreation and Park Association (NRPA) 2020 Agency Performance Review, a Park and Recreation Agency Performance Benchmarks. Benchmarks reflect the median of the data set for like-sized jurisdictions.

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Estimate
T5	**Target: Plant 15,000 trees between FY 2017- 2021.[1]**	**45**	**1,204**	**8,467**	**30**	**150**
T8	**Target: Construct 30 miles of sidewalks, greenways, and trails.[2]**	**1.45**	**5**	**0.0028**	**5.05**	**14.25**
T12	**Target: Open 1,000 new acres of park land to the public.[3]**	**0**	**204**	**13.26**	**28.25**	**429.49**

Notes:

1. This number only reflects trees planted by Parks and Recreation. Public Works also contributes to this target, which include Arbor Day plantings. Parks is on track to greatly exceed its FY 2021 estimate due to a seedling planting that was coordinated with Sustainable Tallahassee, having already planted over 1,000 trees.
2. The figure for FY 2021 reflects the new trails constructed at Apalachee Regional Park.
3. The FY 2020 acres are comprised of the Orange/Meridian Community Space (5.75 acres), the J. Lee Vause Dog Park (1.5 acres) and the Apalachee Regional Park (21 acres). The FY 2021 estimate is comprised of opening Phase II of the St. Marks Headwaters Greenway (590 acres), the newly acquired parcel at Coe Landing Rd (3.49 acres) which provides access to Lake Talquin State Forest, Phase II of the enhancements to Apalachee Regional Park (45 acres), the construction of the Chaires baseball field (10 acres), as well as Pimlico Park (13.4 acres) and Man O War Park (4.4 acres) which are in the process of being donated to the County by the Killearn Acres Homeowners Association.

Parks and Recreation Services (140-436-572)

Performance Measures					
Priorities	**Performance Measures**	**FY 2019 Actuals**	**FY 2020 Actuals**	**FY 2021 Estimate**	**FY 2022 Estimate**
Q1	Number of acres of invasive exotic plants removed from greenways/open spaces[1].	2,262	2,404	2,400	2,400
Q1, EN2, EC4	Number of greenway acres maintained[2].	2,852	2,852	2,852	2,852
Q1	Number of youths participating in sport activities[3].	1,665	453	2,000	2,000
EC4	Host three economically significant events at the Apalachee Regional Park annually[4].	7	5	7	7

Notes:

1. The FY 2022 estimates are comprised of treatments to Greenways and Passive park properties and estimates remain consistent with actuals.
2. This number reflects parcels that are solely considered Greenway and not a mix of Greenways and passive parklands. No new acquisitions were acquired in FY 2021 and no new acquisitions are anticipated for FY 2022. Greenway acreage will increase, however, as Blueprint connectivity projects such as Lake Jackson Greenway are completed, and portions are conveyed to County ownership.
3. COVID-19 greatly impacted group recreation activities with the closure of parks and the Center for Disease Control (CDC) recommended social distancing measures that were put in place. The FY 2022 estimates reflect participation levels for baseball, football and cheerleading and the return of youth to sports programming post COVID-19.
4. COVID-19 greatly impacted group recreation activities with the closure of parks and the Center for Disease Control (CDC) recommended social distancing measures that were put in place. The 2021 actuals are on track to exceed the estimate by one event even during restrictions and protocols that were put in place due to COVID-19. The 2022 estimates are based on the list of potential and/or scheduled events provided by Tourist Development.

Parks and Recreation Services (140-436-572)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,637,195	1,690,762	1,805,141	171,894	1,977,035	2,030,623
Operating	1,121,415	1,302,835	1,179,857	330,228	1,510,085	1,471,530
Capital Outlay	32,964	60,000	30,000	-	30,000	30,000
Grants-in-Aid	179,000	179,000	179,000	-	179,000	179,000
Total Budgetary Costs	2,970,575	3,232,597	3,193,998	502,122	3,696,120	3,711,153

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
140 Municipal Service	2,970,575	3,232,597	3,193,998	502,122	3,696,120	3,711,153
Total Revenues	2,970,575	3,232,597	3,193,998	502,122	3,696,120	3,711,153

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Parks & Recreation Director	1.00	1.00	1.00	-	1.00	1.00
Parks & Community Centers Superintendent	1.00	1.00	1.00	-	1.00	1.00
Greenways & Environmental Lands Supervisor	1.00	1.00	1.00	-	1.00	1.00
Parks Superintendent	1.00	1.00	1.00	-	1.00	1.00
Crew Chief II	2.00	2.00	2.00	-	2.00	2.00
In-Mate Supervisor	2.00	2.00	2.00	-	2.00	2.00
Park Attendant	16.00	15.00	15.00	1.00	16.00	16.00
Community Center Attendant	1.00	1.00	1.00	-	1.00	1.00
Community Center Attendant P/T	1.00	1.00	1.00	-	1.00	1.00
Park Attendant II	-	1.00	1.00	-	1.00	1.00
Crew Chief I	1.00	1.00	1.00	1.00	2.00	2.00
Heavy Equipment Operator	1.00	1.00	1.00	-	1.00	1.00
Maintenance Technician	-	-	-	1.00	1.00	1.00
Park Facilities Technician	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	30.00	30.00	30.00	3.00	33.00	33.00

The major variances for the FY 2022 Parks and Recreation Budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19, as well as the adjustment to the Living Wage increasing from $12 per hour to $14 per hour.
2. Increases related for three new positions and their associated operating costs ($172,338). Specifically, this includes a Park Attendant and a two person crew (Crew Chief I and Maintenance Technician) to maintain adequate services levels related to increased park acreage. The crew was requested for the FY 2021 budget but was deferred because of the budgetary impacts of COVID. The Park Attendant position has been planned to coincide with the completion of the cross-country amenities at Apalachee Regional Park. These positions additions were offset by position reductions in other county divisions.
3. Other increases are related to, contractual services for tree trimming ($92,000); seasonal temporary labor ($83,000), controlled vegetative management burns ($50,000); and mowing and turf management ($36,060).
4. Fuel and vehicle coverage increase in the amount of $29,932 related to new vehicle equipment.
5. Increases in operating costs in the amount of $3,963 associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.
6. Communication cost increase in the amount of $2,585 associated with phones.

Facilities Management Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	2,843,488	3,451,839	3,578,602	1,759	3,580,361	3,699,502
Operating	6,508,953	9,255,387	9,486,690	(504,009)	8,982,681	9,016,678
Capital Outlay	38,076	20,000	-	26,000	26,000	-
Total Budgetary Costs	9,390,517	12,727,226	13,065,292	(476,250)	12,589,042	12,716,180

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
County Government Annex (165-154-519)	408,909	557,930	537,102	89,127	626,229	636,089
Facilities - Detention Center (001-152-519)	-	2,443,688	2,471,012	(196,214)	2,274,798	2,298,162
Facilities Management (001-150-519)	7,547,010	7,952,478	8,237,116	(395,239)	7,841,877	7,927,536
Huntington Oaks Plaza Operating (166-155-519)	92,789	105,695	105,852	-	105,852	106,699
Public Safety Complex Facilities (001-410-529)	1,341,809	1,667,435	1,714,210	26,076	1,740,286	1,747,694
Total Budget	9,390,517	12,727,226	13,065,292	(476,250)	12,589,042	12,716,180

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	8,888,819	12,063,601	12,422,338	(565,377)	11,856,961	11,973,392
165 County Government Annex	408,909	557,930	537,102	89,127	626,229	636,089
166 Huntington Oaks Plaza	92,789	105,695	105,852	-	105,852	106,699
Total Revenues	9,390,517	12,727,226	13,065,292	(476,250)	12,589,042	12,716,180

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Facilities Management	36.00	36.00	37.00	-	37.00	37.00
Facilities - Detention Center	-	8.00	7.00	-	7.00	7.00
Public Safety Complex Facilities	3.00	3.00	3.00	-	3.00	3.00
County Government Annex	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	40.00	48.00	48.00	-	48.00	48.00

Facilities Management & Operations (001-150-519)

Goal	The goal of the Division of Facilities Management is to serve the citizens of Leon County and occupants of County facilities by providing clean, safe, and fully functional facilities through professional maintenance, minor construction, and operating services
Objectives	1. Provide and maintain facilities for Leon County Government, Constitutional Offices, and the Health Department. 2. Provide minor construction support services for all County buildings. 3. Coordinate facility accessibility and indoor air quality surveys—responding appropriately. 4. Maintain County building's structural, mechanical, plumbing, electrical, roofing, emergency generators, heating/air conditioning, and other building systems. 5. Install, repair, or replace fixtures and finishes such as doors, windows, cabinetry, and flooring. 6. Manage parking for the Courthouse, Courthouse Annex, Gadsden Street Lot, and Main Library; maintaining access gates, readers, striping, signage, and user support. 7. Administer contracts for key access and equipment such as grounds keeping, custodial, and elevators. 8. Manage security access control systems. 9. Remodel interior office spaces such as wall and modular system removals and installations, cabinetry and shelving construction, installation of plumbing fixtures, and ductwork. 10. Research energy conservation and sustainable building opportunities. 11. Lower flags, hang plaques and pictures, put up and take down decorations, and transfer surplus property to the warehouse and surplus auctions. 12. Provide internal mail service for all Leon County Departments. 13. Manage the Central Records Warehouse. 14. Design and construct various items for special projects. 15. Provide assistance with moves within departments.
Statutory Responsibilities	Constitution of the State of Florida, Article V, Section 14 (facilities for the trial courts, Public Defender, State Attorney and Court functions of the Clerk); Florida Statute, Section 125.35; Florida Statute, Chapter 255, "Public Property and Publicly Owned Buildings"
Advisory Board	Courthouse Security Committee, Safety Committee, Renaissance Property Committee, and Public Safety Management Committee.

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G5	Repair and Maintenance cost per Square Foot – In-house	$2.59 sq. ft.	$2.68 sq. ft.
G5	Repair and Maintenance cost per Square Foot – Contracted	0.98 sq. ft.	1.90 sq. ft.
G2, G5	% Internal Customers rating Facilities Management responding promptly to needs	95%	95% mean 97% median

Benchmark Sources: International Facilities Management Association (IFMA) 2017 (Building Interior/External) – new benchmark data is published every five years; Contracted-(Roads & Grounds/Central System/Other Cost) Rations are based on (RSF) rentable square ft.

Facilities Management & Operations (001-150-519)

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
Q3, EC2	Dollar ($) volume of capital projects managed in millions[1]	$3.1	$2.9	$5.3	$7.5
Q3, Q6	Number of work orders opened[2]	13,068	13,746	15,091	16,000
Q3	Percent of work orders opened for preventative maintenance[3]	70%	72%	88%	90%
Q3, Q6	Number of work orders opened for set-ups/take-down and special events/projects[4]	74	57	10	20
G2, G4	Percent of field workforce converted to mobile technology interface[5]	98%	100%	100%	100%
Q3, EC2	Total square footage of County facilities maintained[6]	1,587,470	1,580,567	2,045,478	2,045,478

Notes:

1. The decrease in capital projects managed in FY 2020 is due to project reductions as part of the budget balancing strategy. The increase in capital projects managed in FY 2021 and FY 2022 is due to several significant projects scheduled, as well as the addition of the Leon County Sheriff's Office (LCSO) Detention and Administrative buildings Capital Improvement Projects re-aligned to ORS during FY 2021.
2. The increase in work orders will continue due to the additional responsibilities and precautions related to COVID-19 such as sanitizing and disinfecting offices, as well as constructing safety dividers and shields for employee and citizen safety. Additionally, in FY 2021, Facilities Management Operations began to maintain all mechanical and building obligations for the LCSO Administration and Detention Facility, resulting in an increase in work orders opened.
3. Preventative Maintenance work orders increased due to the addition of LCSO buildings.
4. The number of work orders to assist with special events and projects decreased significantly in FY 2020 and most noticeably FY 2021 due to COVID-19 and the cancellation of in-person gatherings. The estimate provided for FY 2022 is based off current CDC guidance related to the ability to host group events safely.
5. The entire field workforce has converted to mobile interface, allowing technicians to work remotely at any given time. Effective April 1, 2021, with the integration of Asset Essentials (the new work order system), and the capability of accessing the mobile app through county cell phones, technicians can continue to operate remotely and complete requests while on site and in the field as needed. Mobile interfaces will allow staff to scan receipts monitor inventory on an immediate basis to provide real-time analytics for reporting and budgeting purposes.
6. The decrease in square footage in FY 2020 is due to the expiration of the lease of the Welcome Center. The increase for FY 2021 is based on the addition of LCSO and the new Bradfordville Volunteer Fire Department for maintenance and repairs. No new acquisitions are anticipated in FY 2022.

Facilities Management - Facilities Management (001-150-519)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	2,553,592	2,594,464	2,725,388	1,759	2,727,147	2,818,327
Operating	4,982,906	5,348,014	5,511,728	(419,498)	5,092,230	5,109,209
Capital Outlay	10,512	10,000	-	22,500	22,500	-
Total Budgetary Costs	7,547,010	7,952,478	8,237,116	(395,239)	7,841,877	7,927,536

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	7,547,010	7,952,478	8,237,116	(395,239)	7,841,877	7,927,536
Total Revenues	7,547,010	7,952,478	8,237,116	(395,239)	7,841,877	7,927,536

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Director Resource Stewardship	1.00	1.00	1.00	-	1.00	1.00
Operations Director	1.00	-	1.00	-	1.00	1.00
Management Analyst	1.00		-	-	-	-
Administrative Services Manager		1.00	-	-	-	-
Facilities Maintenance Supervisor	1.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance Superintendent	2.50	2.50	2.50	-	2.50	2.50
Operations Analyst	1.00	1.00	1.00	-	1.00	1.00
Operations Specialist	-	1.00	1.00	-	1.00	1.00
Facilities Support Technician II	15.00	15.00	15.00	-	15.00	15.00
Facilities Operations Supervisor I	1.00	1.00	1.00	-	1.00	1.00
Facilities Operations Technician I	2.00	2.00	2.00	-	2.00	2.00
Facilities Operations Technician II	2.00	2.00	2.00	-	2.00	2.00
Facilities Operations Technician III	1.00	1.00	1.00	-	1.00	1.00
Facilities Management Director	-	-	1.00	-	1.00	1.00
Facilities Manager	1.00	1.00	-	-	-	-
PSC Operations Manager	0.50	0.50	0.50	-	0.50	0.50
Facilities Support Technician III	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate V	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate VI	-	-	1.00	-	1.00	1.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate IV	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	36.00	36.00	37.00	-	37.00	37.00

The major variances for the FY 2022 Facilities Management budget are as follows:

Decreases to program funding:
1. Operational and utility reduction in the amount of $419,498 as a result of the savings from the Energy Savings Contract (ESCO) approved in FY 2020.

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to elimination of the hiring freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19, as well as the adjustment to the Living Wage increasing from $12 per hour to $14 per hour.
2. An Administrative Associate VI position was realigned from the Detention Center to Facilities Management.
3. Contractual Services in the amount of $32,500 to represent Period Poverty ($12,500), generator services for the SOE ($10,000) ground services for the SOE ($5,000) and temporary labor increases ($5,000). This is offset by a decrease in in after hours security costs.
4. Machinery and Equipment increase in the amount of $22,500 associated with the purchase of pooled portable devices (laptops) and a scissor lift and trailer.
5. Increases in operating costs in the amount of $8,001 is associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.
6. Vehicle coverage, repairs and fuel costs in the amount of $5,739 associated with the acquisition of a Boom Lift, Scissor Lift and a trailer.
7. Communication cost increase in the amount of $1,950.

Facilities Management - Facilities - Detention Center (001-152-519)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	-	567,273	543,304	-	543,304	561,745
Operating	-	1,876,415	1,927,708	(196,214)	1,731,494	1,736,417
Total Budgetary Costs	-	2,443,688	2,471,012	(196,214)	2,274,798	2,298,162

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	-	2,443,688	2,471,012	(196,214)	2,274,798	2,298,162
Total Revenues	-	2,443,688	2,471,012	(196,214)	2,274,798	2,298,162

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Facilities Maintenance Superintendent		1.00	-	-	-	-
Facilities Support Technician II	-	2.00	2.00	-	2.00	2.00
Facilities Manager	-	-	1.00	-	1.00	1.00
Facilities Support Technician III	-	-	3.00	-	3.00	3.00
PSC Facilities Support Technician III		3.00	-	-	-	-
PSC Facilities Support Technician IV	-	-	1.00	-	1.00	1.00
Administrative Associate VI		1.00	-	-	-	-
Facilities Support Technician IV		1.00	-	-	-	-
Total Full-Time Equivalents (FTE)	-	8.00	7.00	-	7.00	7.00

The major variances for the FY 2022 Detention Center budget are as follows:

Decreases to program funding:
1. Administrative Associate VI position transferred to Facilities Management. This decrease is offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Operational and utility reduction in the amount of $196,214 as a result of the savings from the Energy Savings Contract (ESCO) approved in FY 2020.

Increases to program funding:
1. Increases in operating costs in the amount of $6,000 associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.
2. Other operating costs in the amount of related to utilities ($33,466) and rentals and leases ($5,000), operating and office supplies ($4,080) and publications, subscriptions and memberships ($1,940).
3. Communication costs in the amount of $3,240.

Facilities Management - Public Safety Complex Facilities (001-410-529)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	226,716	230,846	247,493	-	247,493	254,676
Operating	1,087,529	1,426,589	1,466,717	22,576	1,489,293	1,493,018
Capital Outlay	27,564	10,000	-	3,500	3,500	-
Total Budgetary Costs	1,341,809	1,667,435	1,714,210	26,076	1,740,286	1,747,694

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	1,341,809	1,667,435	1,714,210	26,076	1,740,286	1,747,694
Total Revenues	1,341,809	1,667,435	1,714,210	26,076	1,740,286	1,747,694

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Facilities Maintenance Superintendent	0.50	0.50	0.50	-	0.50	0.50
PSC Operations Manager	0.50	0.50	0.50	-	0.50	0.50
Facilities Support Technician III	1.00	1.00	1.00	-	1.00	1.00
PSC Facilities Support Technician IV	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	3.00	3.00	3.00	-	3.00	3.00

The Public Safety Complex (PSC) officially opened in July 2013. The PSC budget is jointly funded 50/50 with the City of Tallahassee. The budget presented here shows 100% of the costs of the PSC; the City's share is reflected as a revenue.

The major variances for the FY 2022 Public Safety Complex Facilities budget are as follows:

Increases in Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Other operating costs relating to Power Distribution Units ($5,076), and building exterior and window cleaning ($7,500).
3. Capital outlay in the amount of $3,500 for computer equipment replacement.
4. Increases in operating costs in the amount of $2,427 is associated with the lifting of the non-essential travel and training freeze implemented during FY 2020 and extended into the first six months of FY 2021 as part of the budget balancing strategies related to the impacts of COVID-19.

Facilities Management - County Government Annex (165-154-519)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	63,180	59,256	62,417	-	62,417	64,754
Operating	345,729	498,674	474,685	89,127	563,812	571,335
Total Budgetary Costs	408,909	557,930	537,102	89,127	626,229	636,089

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
165 County Government Annex	408,909	557,930	537,102	89,127	626,229	636,089
Total Revenues	408,909	557,930	537,102	89,127	626,229	636,089

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Facilities Support Technician II	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2022 budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual Services in the amount of $89,127 which includes building automation services ($26,327) and security services ($62,800). This is offset by a decrease in HVAC repairs in the amount of $20,401.

Facilities Management - Huntington Oaks Plaza Operating (166-155-519)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	92,789	105,695	105,852	-	105,852	106,699
Total Budgetary Costs	92,789	105,695	105,852	-	105,852	106,699

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
166 Huntington Oaks Plaza	92,789	105,695	105,852	-	105,852	106,699
Total Revenues	92,789	105,695	105,852	-	105,852	106,699

The major variances for the FY 2022 budget are as follows:

Nominal increase in operating budget for broker fee related to increased leasing activity at the Lake Jackson Town Center.

Solid Waste Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	1,985,663	1,826,744	1,959,401	(17,575)	1,941,826	2,000,839
Operating	9,446,593	11,664,121	9,200,749	1,150,160	10,350,909	10,504,862
Capital Outlay	31,550	-	-	-	-	-
Total Budgetary Costs	11,463,806	13,490,865	11,160,150	1,132,585	12,292,735	12,505,701

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Hazardous Waste (401-443-534)	916,254	735,726	821,934	2,000	823,934	835,088
Rural Waste Service Centers (401-437-534)	752,821	742,376	747,343	9,874	757,217	772,409
Solid Waste Management Facility (401-442-534)	496,142	540,975	543,699	30,000	573,699	579,822
Transfer Station Operations (401-441-534)	9,063,992	11,068,224	8,813,524	1,088,211	9,901,735	10,079,104
Yard Waste (401-416-534)	234,597	403,564	233,650	2,500	236,150	239,278
Total Budget	11,463,806	13,490,865	11,160,150	1,132,585	12,292,735	12,505,701

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
401 Solid Waste	11,463,806	13,490,865	11,160,150	1,132,585	12,292,735	12,505,701
Total Revenues	11,463,806	13,490,865	11,160,150	1,132,585	12,292,735	12,505,701

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Yard Waste	1.05	1.05	1.05	-	1.05	1.05
Rural Waste Service Centers	8.40	8.40	8.40	-	8.40	8.40
Transfer Station Operations	13.05	12.05	12.05	-	12.05	12.05
Solid Waste Management Facility	1.40	2.40	2.40	-	2.40	2.40
Hazardous Waste	3.25	4.25	5.25	-	5.25	5.25
Total Full-Time Equivalents (FTE)	27.15	28.15	29.15	-	29.15	29.15

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Rural Waste Service Centers	1.00	1.00	1.00	-	1.00	1.00
Hazardous Waste	1.00		-	-	-	-
Total OPS Full-Time Equivalents (FTE)	2.00	1.00	1.00	-	1.00	1.00

Solid Waste (401-416,437,441,442,443-537)

Goal	The Solid Waste Management Facility is an essential component of an integrated solid waste management system dedicated to excellent public service and responsible fiscal and environmental stewardship. The goals of the Facility are to comply with the Florida Department of Environmental Protection Operating Permit and to ensure that existing solid waste is properly contained by maintaining the surfaces of the inactive cells to reduce erosion and landfill gas emissions.
Core Objectives	1. Manage a cost effective, convenient, and environmentally safe Solid Waste Management Facility. 2. Recycle yard debris and waste tires. 3. Provide environmental monitoring of air, groundwater, and surface water. 4. Provide free coarse and fine mulch to residents and businesses. 5. Maintain all-weather, safe access to all areas of the Solid Waste Management Facility. 6. Maintain and provide erosion control of closed and inactive landfill cells. 7. Provide stormwater management and treatment. 8. Provide litter control within the facility and along portions of Apalachee Parkway. 9. Maintain existing closed cells of the landfill that contain Class I solid waste as required by Florida Department of Environmental Protection permit.
Statutory Responsibilities	*Federal:* 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 *State:* Chapter 403.706(1), Florida Statutes requires counties to provide for the operation of solid waste disposal facilities to meet the needs of all incorporated and unincorporated areas of the county; Chapter 62-701, Florida Administrative Code regulates permitting and operation of solid waste management facilities, including landfills; Chapter 62-701.600, Florida Administrative Code governs landfill closure and long-term care; Article V, Section 18-136, Leon County Code of Ordinances authorizes the County to own, operate and maintain solid waste disposal systems and to levy a charge or assessment on the users of such systems; and the Leon County Comprehensive Plan, Solid Waste Element 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. Chapter 376, Florida Statutes Pollution Discharge Prevention And Removal; Florida Statutes Chapter 403, Environmental Control; Florida Administrative Code (FAC) Chapter 62-701, Solid Waste Management Facilities; FAC Chapter 62-730, The Hazardous Waste Rule; FAC Chapter 62-731, County and Regional Hazardous Waste Management Programs; FAC Chapter 62-710, Used Oil Program; FAC Chapter 62-257, The Asbestos Program; FAC Chapter 62-737, The Management of Spent Mercury Containing Lamps and Devices Destined for Recycling.
Advisory Board	None

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G1	Solid Waste Management Facility Tipping Fee (Yard Debris)	$39/Ton	$39/Ton[1]
G1	Transfer Station Tipping Fee	$44.82[2]	$55.36[3]

1. Includes average yard debris tipping fees for eight Florida counties with operations similar to Leon County.
2. This tipping fee includes hauling and disposal, fuel surcharge, Transfer Station operations, and Household Hazardous Waste/tires. Effective 10/1/2020, the fee will be $44.82. The increase from $42.15 is due to negotiated contract increase in hauling and disposal.
3. Average State of Florida Tipping Fee and National Average $55.36 (Source: Environmental Research & Education Foundation (EREF).

Leon County Fiscal Year 2022 Tentative Budget

Office of Resource Stewardship

Performance Measures

Priorities	Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
EN4	SWMF Tons of tire waste processed.[1]	332	358	550	550
EN4	SWMF Tons of wood waste processed.[2]	14,852	10,949	10,000	10,000
EN1	Transfer Station Average net outbound load weight (tons).[3]	26.20	26.50	26.25	26.50
EN1	Transfer Station Tons of Class I waste processed.[4]	208,731	278,032	285,500	295,500
EN1	Tons of rural waste collected.[5]	2,060	2,435	3,900	4,020
EN1	Number of residents using household hazardous waste disposal service.[6]	17,655	15,820	15,669	15,669
EN1	Number of conditionally exempt agencies and small businesses household hazardous waste disposal services provided to.[7]	245	215	322	422
EN1	Number of participants at off-site household hazardous waste collection events.[8]	3,754	2,628	0	0
EN1	Number of tons of potentially hazardous material processed.[9]	461	319	352	352
EN1	Number of tons of potentially hazardous material reused or recycled.[10]	251	22	119	119
EN1	Number of tons of electronics waste processed.[11]	301	202	283	300

Notes:

1. Processed tire tonnages is expected to increase by 65% due to the Department of Environmental Protection Tire Amnesty grant and increased public awareness. In prior years, Tire Amnesty was conducted at Public Works and the tires would be loaded onto a semi-trailer; effective FY 2021, tires were collected at Solid Waste Management Facility and is expected to continue in FY 2022.
2. Tons of wood waste processed decreased by 26% due to not having any major storm activity, such as Hurricane Michael, which increased the wood waste tonnage in FY 2019.
3. Average tonnage remains consistent for outbound load weights.
4. Estimated averages is based on monthly tonnage reports and the prediction of storm events that may increase Class 1 processing, which consists of everything that is taken to the Transfer Station.
5. The tonnage of rural waste increased by 14% over FY 2019 due to the elimination of Rural Waste Service Center fees and the COVID-19 stay-at-home orders, which saw an increase in residential rural waste.
6. The number of households have held steady, but volume collected has increased. Historically, peak drop-off months have been March – July. This value does not include Rural Waste Center HHW customers.
7. Small business hazardous waste disposal service numbers have increased 31% since FY 2019. We anticipate FY 2022 to increase again due to cheap disposal rates for businesses as well as coordinated marketing efforts with Community Media Relations (CMR) to encourage private sector participation.
8. HHW did not host eight collection events in FY 2021 due to COVID-19, resulting in a decrease of participants overall for the year. Collection events have been discontinued moving forward. Instead, there will be a new satellite collection location at the Public Works Facility, 2280 Miccosukee Rd, Tallahassee, FL 32308 that will be open in FY 2022.
9. The FY 2021 Hazardous material processed estimate has increased by 10% over FY 2020 due to the COVID-19 related facility closure. Historically, peak drop-off months have been March – July.
10. Due to COVID-19 closures, the recycle paint program re-opened in February 2021 in a different format than years past, providing for staff labor efficiencies while producing higher quality paint.
11. Over the past few years, electronic products have been getting lighter in weight. However, increased usage of the program is expected in FY 2022.

Solid Waste - Yard Waste (401-416-534)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	18,712	78,592	60,060	-	60,060	61,688
Operating	201,697	324,972	173,590	2,500	176,090	177,590
Capital Outlay	14,188	-	-	-	-	-
Total Budgetary Costs	234,597	403,564	233,650	2,500	236,150	239,278

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
401 Solid Waste	234,597	403,564	233,650	2,500	236,150	239,278
Total Revenues	234,597	403,564	233,650	2,500	236,150	239,278

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Solid Waste Supervisor	0.15		-	-	-	-
Solid Waste Operator	0.90	0.90	0.90	-	0.90	0.90
Senior Crew Chief Maintenance & Construction	-	0.15	0.15	-	0.15	0.15
Total Full-Time Equivalents (FTE)	1.05	1.05	1.05	-	1.05	1.05

The Yard Waste program is budgeted separately from the Solid Waste Management Facility to better account for yard debris recycling costs.

The major variances for the FY 2022 budget are as follows:
Decrease to program funding:
1. Personnel costs relating to a change in employee healthcare selection, offset by the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Decrease in operating costs are related to reduced tonnage for bagged yard waste from the City of Tallahassee, thereby reducing the amount of the yard waste mulching/disposal contract.

Increase to Program Funding:
1. Operating costs in the amount of $2,500 for the quarterly scale pit clean-out maintenance and repair.

Solid Waste - Rural Waste Service Centers (401-437-534)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	561,216	497,453	510,822	9,874	520,696	535,888
Operating	174,243	244,923	236,521	-	236,521	236,521
Capital Outlay	17,362	-	-	-	-	-
Total Budgetary Costs	752,821	742,376	747,343	9,874	757,217	772,409

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
401 Solid Waste	752,821	742,376	747,343	9,874	757,217	772,409
Total Revenues	752,821	742,376	747,343	9,874	757,217	772,409

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Solid Waste Operator	3.00	3.00	3.00	-	3.00	3.00
In-Mate Supervisor	0.25	0.25	0.25	-	0.25	0.25
Rural Collection Center Supervisor	1.00	1.00	1.00	-	1.00	1.00
Rural Waste Site Attendant	1.00	1.00	1.00	-	1.00	1.00
Rural Waste Service Center Attendant	3.15	3.15	3.15	-	3.15	3.15
Total Full-Time Equivalents (FTE)	8.40	8.40	8.40	-	8.40	8.40

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Rural Waste Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2022 budget are as follows:

Increases in Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional increases in personnel costs are related to the adjustment to the Living Wage increasing from $12 per hour to $14 per hour.

Decrease in program funding:
1. Operating costs in the amount of $8,402 relating to a reduction in vehicle repair and fuel and oil.

Solid Waste - Transfer Station Operations (401-441-534)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	820,894	793,143	838,562	551	839,113	865,859
Operating	8,243,098	10,275,081	7,974,962	1,087,660	9,062,622	9,213,245
Total Budgetary Costs	9,063,992	11,068,224	8,813,524	1,088,211	9,901,735	10,079,104

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
401 Solid Waste	9,063,992	11,068,224	8,813,524	1,088,211	9,901,735	10,079,104
Total Revenues	9,063,992	11,068,224	8,813,524	1,088,211	9,901,735	10,079,104

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Solid Waste Manager	1.00	1.00	1.00	-	1.00	1.00
Solid Waste Supervisor	1.00		-	-	-	-
Transfer Station Superintendent	-	1.00	1.00	-	1.00	1.00
Crew Chief II	1.00	1.00	1.00	-	1.00	1.00
Solid Waste Financial Specialist	0.80	0.80	0.80	-	0.80	0.80
Solid Waste Operator	5.00	5.00	5.00	-	5.00	5.00
Senior Solid Waste Operator	1.00		-	-	-	-
Contract & Operations Support Technician	1.00	1.00	1.00	-	1.00	1.00
In-Mate Supervisor	0.25	0.25	0.25	-	0.25	0.25
Weighmaster	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	13.05	12.05	12.05	-	12.05	12.05

The major variances for the FY 2022 budget are as follows:

Decreases to Program Funding:
1. Overall decrease in costs associated with the hauling and disposal contract based on a recalculation of the annual tonnage passing through the Transfer Station. The recalculation was necessary subsequent to previous years including increase waste caused by hurricanes and related debris. This is offset by increases in the hauling and disposal contract portion of the tipping fee from $30.00 to $32.38, as specified in the hauling and disposal contract ($1.1 million).

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Operating costs in the amount of $29,975 associated with repairs and maintenance for tire replacement and odor control, offset by a reduction in vehicle repair and fuel and oil costs.

Solid Waste - Solid Waste Management Facility (401-442-534)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	215,925	180,934	187,152	-	187,152	193,275
Operating	280,218	360,041	356,547	30,000	386,547	386,547
Total Budgetary Costs	496,142	540,975	543,699	30,000	573,699	579,822

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
401 Solid Waste	496,142	540,975	543,699	30,000	573,699	579,822
Total Revenues	496,142	540,975	543,699	30,000	573,699	579,822

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Solid Waste Supervisor	0.85		-	-	-	-
Solid Waste Financial Specialist	0.20	0.20	0.20	-	0.20	0.20
Solid Waste Operator	0.10	0.10	0.10	-	0.10	0.10
Senior Solid Waste Operator	-	1.00	1.00	-	1.00	1.00
In-Mate Supervisor	0.25	0.25	0.25	-	0.25	0.25
Senior Crew Chief Maintenance & Construction	-	0.85	0.85	-	0.85	0.85
Total Full-Time Equivalents (FTE)	1.40	2.40	2.40	-	2.40	2.40

On May 12, 2015, the Board approved the closure of the Landfill. The major variances for the FY 2022 budget are as follows:

Increases in Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Operating costs in the amount of $30,000 associated with waste tire processing ($10,000) and landfill improvements ($20,000).

Solid Waste - Hazardous Waste (401-443-534)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	368,916	276,622	362,805	(28,000)	334,805	344,129
Operating	547,337	459,104	459,129	30,000	489,129	490,959
Total Budgetary Costs	916,254	735,726	821,934	2,000	823,934	835,088

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
401 Solid Waste	916,254	735,726	821,934	2,000	823,934	835,088
Total Revenues	916,254	735,726	821,934	2,000	823,934	835,088

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Hazardous Waste Superintendent	1.00	1.00	1.00	-	1.00	1.00
Hazardous Materials Technician	2.00	3.00	4.00	-	4.00	4.00
In-Mate Supervisor	0.25	0.25	0.25	-	0.25	0.25
Total Full-Time Equivalents (FTE)	3.25	4.25	5.25	-	5.25	5.25

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Haz Waste Consolidated OPS	1.00		-	-	-	-
Total OPS Full-Time Equivalents (FTE)	1.00		-	-	-	-

The major variances for the FY 2022 budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additionally, a Hazardous Materials Technician was added to the budget to staff a drop-off site at the Public Works complex for residents to drop off hazardous materials; the funding of this additional position is made possible by reducing the existing overtime budget.
2. Operating costs in the amount of $30,000 related to the electronic recycling contract increase.

Leon County Fiscal Year 2022 Tentative Budget

Constitutional

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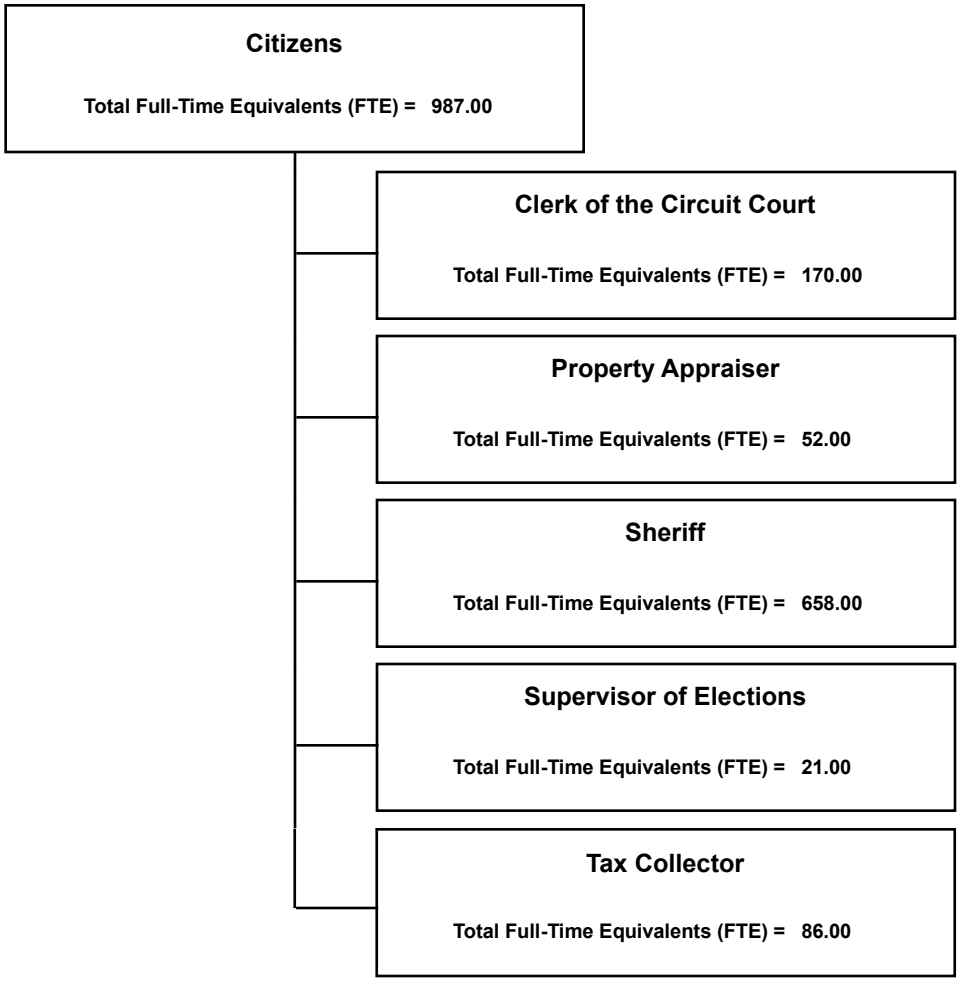
Leon County Fiscal Year 2022 Tentative Budget

Constitutional



Executive Summary

The Constitutional section of the Leon County FY 2022 Annual Budget is comprised of the Clerk of County Courts, the Property Appraiser, the Sheriff's Office, the Supervisor of Elections, and the Tax Collector.

The Leon County Clerk's Office serves as the Clerk of the Circuit Court, the Treasurer and Custodian of County funds, and the Clerk to the Board of County Commissioners. The Property Appraiser assesses all property located within Leon County to ensure property is assessed as required by state statute. The Leon County Sheriff's Office provides law enforcement services, detention and correctional services, and coordination of public safety programs. The Supervisor of Elections is responsible for the registration of citizens to vote, processing and maintaining voter records, and conducting all elections for the community. The Tax Collector's Office provides tax collection and distribution services to taxpayers, business and taxing authorities.

HIGHLIGHTS

The Clerk's Office provides staffing for the County Courts (Small Claims, Traffic, and Misdemeanor); provides accounting services and treasury investment for the Board of County Commissioners; records management, Clerk and County Court accounting, cash management and payroll services; records minutes of the Board's meetings and workshops; and provides treasury, custodian, and accounting functions for the Supervisor of Elections. The Clerk's Office continues to use technology to enhance the efficiency and effectiveness of the services it offers to its customers. For FY 2022, the contractual increase for financial services provided by the Clerk is $170,726. In addition, there was a decrease in Article V funding in the amount of $524.

The Property Appraiser's Office manages and certifies property values and exemptions for more than 122,200 parcels currently totaling $19.5 billion in Taxable Value for Leon County. These services are provided to the Board of Commissioners, School Board, City of Tallahassee, Downtown Improvement Authority and the Northwest Water Management District. The Leon County Property Appraiser's Office was awarded the prestigious International Association of Assessing Officers (IAAO) Certificate of Excellence in Assessment Administration for utilizing best appraisal and assessment practices. The Property Appraiser and the Board of County Commissioners utilize the e-TRIM for the Truth-In-Millage (TRIM) statutory reporting requirements. This electronic process has increased efficiencies for all taxing authorities in reporting county property valuations and ad valorem taxes to the State of Florida.

The Sheriff's Office continues to provide the highest professional level of effective and efficient law enforcement services to the residents of Leon County. For FY 2022, the Sheriff's office added 10 new positions: two Correctional Officers, three Deputies, two Community Relations Specialists, a Crime Scene Specialist, Digital Forensic Examiner, and a Crime Analyst.

The Supervisor of Elections continues to provide quality voter registration and election services to the citizens of Leon County. The Supervisor of Elections budget varies year to year depending on the election cycles. Funding for the Supervisor of Elections increases for the Presidential Preference Primary and decreases in general election and off-year election cycles. The upcoming FY 2022 cycle is an off cycle; however, this is a census redistricting year and the FY 2022 budget is reflective of the associated costs.

The Tax Collector continues to provide efficient, accurate, and convenient tax collection to taxpayers, businesses, and taxing authorities in a fair, friendly, courteous and professional manner. The County is also responsible for paying commission on the ad valorem assessment from the Leon County School Board. Due to increased property valuations, ad valorem collections will increase, causing an increase in commission payments to this office.

Leon County Fiscal Year 2022 Tentative Budget

Constitutional

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	64,597,683	65,943,967	68,217,443	1,078,318	69,295,761	73,927,571
Operating	21,215,250	19,059,648	20,471,715	-	20,471,715	20,357,376
Capital Outlay	3,414,353	2,447,651	2,915,388	-	2,915,388	2,920,388
Interfund Transfers	381	-	-	-	-	-
Constitutional Payments	12,577,485	12,959,210	13,366,256	51,132	13,417,388	13,700,738
Sheriff Offset	-	(1,422,001)	(1,458,806)	-	(1,458,806)	(1,487,982)
Total Budgetary Costs	101,805,152	98,988,475	103,511,996	1,129,450	104,641,446	109,418,091

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Clerk of the Circuit Court	2,266,404	2,337,828	2,456,898	51,132	2,508,030	2,579,317
Property Appraiser	5,051,875	5,215,123	5,350,215	-	5,350,215	5,457,219
Sheriff	83,167,646	81,219,754	84,867,075	1,015,938	85,883,013	90,915,388
Supervisor of Elections	5,451,915	4,413,603	4,883,281	62,380	4,945,661	4,398,673
Tax Collector	5,457,683	5,802,167	5,954,527	-	5,954,527	6,067,494
Grants-Elections	409,629	-	-	-	-	-
Total Budget	101,805,152	98,988,475	103,511,996	1,129,450	104,641,446	109,418,091

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
	409,629	-	-	-	-	-
001 General Fund	12,027,753	12,620,035	13,024,435	51,132	13,075,567	13,356,205
060 Supervisor of Elections	5,451,915	4,413,603	4,883,281	62,380	4,945,661	4,398,673
110 Fine and Forfeiture	83,588,511	81,615,662	85,262,459	1,015,938	86,278,397	91,318,680
123 Stormwater Utility	69,639	72,568	73,294	-	73,294	74,028
135 Emergency Medical Services MSTU	169,416	162,395	162,395	-	162,395	162,395
145 Fire Services Fee	50,962	59,106	60,288	-	60,288	61,197
162 County Accepted Roadways and Drainage Systems Program (CARDS) (162)	2,187	5,500	5,200	-	5,200	5,200
164 Special Assessment - Killearn Lakes Units I and II Sewer	4,571	5,000	5,000	-	5,000	5,000
401 Solid Waste	30,569	34,606	35,644	-	35,644	36,713
Total Revenues	101,805,152	98,988,475	103,511,996	1,129,450	104,641,446	109,418,091

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Clerk of the Circuit Court	168.00	169.00	169.00	1.00	170.00	170.00
Property Appraiser	52.00	52.00	52.00	-	52.00	52.00
Sheriff	647.00	648.00	648.00	10.00	658.00	658.00
Supervisor of Elections	20.00	20.00	20.00	1.00	21.00	21.00
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
Total Full-Time Equivalents (FTE)	973.00	975.00	975.00	12.00	987.00	987.00

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Supervisor of Elections	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Clerk of the Circuit Court Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	420,865	395,908	395,384	-	395,384	403,292
Constitutional Payments	1,845,539	1,941,920	2,061,514	51,132	2,112,646	2,176,025
Total Budgetary Costs	2,266,404	2,337,828	2,456,898	51,132	2,508,030	2,579,317

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Clerk - Article V Expenses (110-537-614)	420,865	395,908	395,384	-	395,384	403,292
Clerk - Finance Administration (001-132-586)	1,845,539	1,941,920	2,061,514	51,132	2,112,646	2,176,025
Total Budget	2,266,404	2,337,828	2,456,898	51,132	2,508,030	2,579,317

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	1,845,539	1,941,920	2,061,514	51,132	2,112,646	2,176,025
110 Fine and Forfeiture	420,865	395,908	395,384	-	395,384	403,292
Total Revenues	2,266,404	2,337,828	2,456,898	51,132	2,508,030	2,579,317

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Clerk - Finance Administration	25.00	26.00	26.00	1.00	27.00	27.00
Clerk - Article V Expenses	143.00	143.00	143.00	-	143.00	143.00
Total Full-Time Equivalents (FTE)	168.00	169.00	169.00	1.00	170.00	170.00

Clerk of the Circuit Court & Comptroller – Clerk – Finance Administration (001-132-586)

Mission	The goal of the Leon County Clerk of the Circuit Court and Comptroller's (Clerk) Office is to efficiently and effectively perform the responsibilities of Clerk of the Circuit and County Courts, Clerk to the Board of County Commissioners, Recorder, Guardian of Public Records, Treasurer, and Auditor.
Core Objectives	1. As Clerk to the Courts, provides support to the judiciary in all civil and criminal cases; schedules and staffs circuit and county court events; collects and distributes fines, fees, service charges and court costs as mandated by statute and city and county ordinances; keeps and provides access to court-related records; opens, assigns, reopens and reassigns all cases pursuant to statute and administrative order; conducts data entry and case maintenance for court records; summons jurors and pays juror and witness related expenses; and collects and reports court-related data as required by law. 2. Provides accounting services for the Board of County Commissioners, records management, Clerk and County Court accounting, cash management and payroll services. 3. Keeps minutes of the Board's meetings and workshops. 4. Provides treasury, custodian, and accounting functions for the Supervisor of Elections.
Statutory Responsibilities	Florida Statutes Chapter 28 Clerks of the Circuit Courts; Chapter 29 Court System Funding; Chapter 34 County Courts; Chapter 43 Courts: General Provisions; Chapter 218 Financial Matters Pertaining to Political Subdivisions; and Chapter 938 Court Costs
Advisory Board	Investment Oversight Committee and Audit Advisory Committee

Benchmarking

Benchmark Data	FY20 Leon County Range	Benchmark
All case categories used for benchmarking are listed below – Criminal & Civil	87% - 100%	80%

Note: 80% Benchmark established by the Clerks of Courts Operations Corporation created by the Florida Legislature as part of Article V

Performance Measures

Performance Measure		FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
Annual Projected % of Cases opened within x business days after initial documents are clocked					
Criminal Cases	Cases opened for Circuit Court defendants within 2 business days	94	99	99	99
	Cases opened for County Court defendants within 3 business days	100	100	100	100
	Cases opened for Juvenile Delinquency within 2 business days	98	95	95	95
	Traffic (UTC) cases opened within 3 business days	99	98	94	95
Civil Cases	Court Circuit cases opened within 2 business days	96	87	87	90
	County cases opened within 2 business days	99	100	100	100
	Traffic (UTC) cases opened within 4 business days	100	100	100	100
	Probate cases opened within 2 business days	99	99	97	97
	Family cases opened within 3 business days	99	100	100	100
	Juvenile Dependency cases opened within 2 business days	100	100	100	100
Criminal Cases	Circuit defendants docket entries entered within 3 business days	91	92	94	95
	County defendants docket entries entered within 3 business days	90	91	93	94
	Juvenile Delinquency docket entries entered within 3 business days	99	99	99	99
	Traffic (UTC) docket entries entered within 3 business days	99	99	99	99
Civil Cases	Circuit cases entered within 3 business days	99	98	98	99
	County cases entered within 3 business days	99	98	98	99
	Traffic (UTC) cases entered within 4 business days	100	99	100	100
	Probate cases entered within 3 business days	99	99	99	99
	Family cases entered within 3 business days	99	99	99	99
	Juvenile Dependency cases entered within 3 business days	99	99	100	100

Clerk of the Circuit Court - Clerk - Finance Administration (001-132-586)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Constitutional Payments	1,845,539	1,941,920	2,061,514	51,132	2,112,646	2,176,025
Total Budgetary Costs	1,845,539	1,941,920	2,061,514	51,132	2,112,646	2,176,025

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	1,845,539	1,941,920	2,061,514	51,132	2,112,646	2,176,025
Total Revenues	1,845,539	1,941,920	2,061,514	51,132	2,112,646	2,176,025

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Clerk - Finance Division	25.00	26.00	26.00	1.00	27.00	27.00
Total Full-Time Equivalents (FTE)	25.00	26.00	26.00	1.00	27.00	27.00

The major variances for the FY 2022 Clerk Finance budget are as follows:

Increases to Program Funding:
1. Contractual increase of $119,594 for financial services provided by the Clerk as part of the contract. The contract with the Clerk requires the County be responsible for 72.42% of all costs related to the Finance Department. This includes costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs and funding for salary adjustments to be determined by the Clerk.
2. The Clerk's budget includes costs associated with the creation of a new Accounts Payable Supervisor position in the amount of $51,132 to improve the accounts payable process.

Clerk of the Circuit Court - Clerk - Article V Expenses (110-537-614)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	420,865	395,908	395,384	-	395,384	403,292
Total Budgetary Costs	420,865	395,908	395,384	-	395,384	403,292

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
110 Fine and Forfeiture	420,865	395,908	395,384	-	395,384	403,292
Total Revenues	420,865	395,908	395,384	-	395,384	403,292

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Clerk - Courts	101.50	101.50	101.50	-	101.50	101.50
Clerk - Information Services	10.00	10.00	10.00	-	10.00	10.00
Clerk - Administration	31.50	31.50	31.50	-	31.50	31.50
Total Full-Time Equivalents (FTE)	143.00	143.00	143.00	-	143.00	143.00

Clerk's Article V expenses relate to Article V of the Florida Constitution. In FY08 new reporting requirements for Article V entities were implemented. Effective July 1, 2004, Article V of the Florida Constitution required counties provide funding for certain costs incurred by the state court system. As defined in s. 29.008, F.S., counties must fund the following: (1) Communications services, including telephone expenses, computer equipment/networks, courier/subpoena services, and auxiliary aids; (2) Existing radio systems; (3) Existing multi agency criminal justice information systems; (4) Facilities costs including construction or lease of facilities for court functions, maintenance of these facilities, utility costs, security; and (5) Local Requirements including Legal Aid.

Decreases to Program Funding:
1. FY 2022 budget reflects a decrease in Article V Funding in the amount of $524.

Property Appraiser (001-512-586)

Mission	The mission of the Property Appraiser is to locate, identify, appraise, and assess all property within Leon County according to the laws of the State of Florida, thereby assuring all property owners with a fair and equitable taxing structure.
Core Objectives	1. Locate, identify, and appraise at fair market value all property in Leon County. 2. Maintain assessment limitations as required by Florida Statute. 3. Provide effective and efficient service to the citizens of Leon County. 4. Administer all exemptions and classifications. 5. Submit the tax roll to the Department of Revenue, the Tax Collector, and all taxing authorities. 6. Administer the Truth in Millage (TRIM) process.
Statutory Responsibilities	Florida Statute, Chapter 192.091 and Florida Statute, Chapter 195.087, Chapters 193, 194, 196, 197, 200.
Advisory Board	None

Performance Measures

Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
Parcel Count (Real and Personal Property)	121,545	122,021	122,200	122,300
Property Transactions (Sale Count)	12,041	11,935	12,100	12,200
Number of Homestead Exemptions (F.S. 196.031)	56,368	57,037	57,100	57,300
Number of Senior Exemptions (F.S. 196.075)	1,469	1,512	1,500	1,515

Property Appraiser (001-512-586)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Constitutional Payments	5,051,875	5,215,123	5,350,215	-	5,350,215	5,457,219
Total Budgetary Costs	5,051,875	5,215,123	5,350,215	-	5,350,215	5,457,219

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	5,051,875	5,215,123	5,350,215	-	5,350,215	5,457,219
Total Revenues	5,051,875	5,215,123	5,350,215	-	5,350,215	5,457,219

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Property Appraiser	1.00	1.00	1.00	-	1.00	1.00
Financial Officer	1.00	1.00	1.00	-	1.00	1.00
Administrative Supervisor/Secretary/Telephone Operator	1.00	1.00	1.00	-	1.00	1.00
Assistant Property Appraiser	1.00	1.00	1.00	-	1.00	1.00
Chief Deputy of Appraisals	1.00	1.00	1.00	-	1.00	1.00
Commercial Analyst	3.00	3.00	3.00	-	3.00	3.00
Exemption/Customer Service Supervisor	1.00	1.00	1.00	-	1.00	1.00
Data Entry Operator	2.00	2.00	2.00	-	2.00	2.00
Chief Information Officer	1.00	1.00	1.00	-	1.00	1.00
Director of Management Services	1.00	1.00	1.00	-	1.00	1.00
Director of Real Estate	1.00	1.00	1.00	-	1.00	1.00
Exempt/Customer Service Technicians	6.00	6.00	6.00	-	6.00	6.00
GIS Coordinator	1.00	1.00	1.00	-	1.00	1.00
GIS/IT Specialist	4.00	4.00	4.00	-	4.00	4.00
Land Appraisers/Sales	3.00	3.00	3.00	-	3.00	3.00
Land Supervisor	1.00	1.00	1.00	-	1.00	1.00
NAL Supervisor	1.00	1.00	1.00	-	1.00	1.00
TPP Supervisor	1.00	1.00	1.00	-	1.00	1.00
Network System Administrator	1.00	1.00	1.00	-	1.00	1.00
Residential Appraisal/Specialist	11.00	11.00	11.00	-	11.00	11.00
RE Title/NAL Technician	4.00	4.00	4.00	-	4.00	4.00
Supervisor/Administrator Field Operations	1.00	1.00	1.00	-	1.00	1.00
TPP Appraiser/Auditor	3.00	3.00	3.00	-	3.00	3.00
Tax Roll Administrator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	52.00	52.00	52.00	-	52.00	52.00

The major variances for the FY 2022 Property Appraiser's budget are as follows:

Increases to Program Funding:
1. The Property Appraiser budget reflects increased costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average and funding for salary adjustments to be determined by the Property Appraiser. The total increase in the Property Appraiser's budget is $135,092.

Sheriff Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	61,683,829	63,379,955	65,334,504	1,015,938	66,350,442	71,061,993
Operating	18,130,358	16,825,149	18,080,989	-	18,080,989	18,430,989
Capital Outlay	3,353,078	2,436,651	2,910,388	-	2,910,388	2,910,388
Interfund Transfers	381	-	-	-	-	-
Sheriff Offset	-	(1,422,001)	(1,458,806)	-	-1,458,806	(1,487,982)
Total Budgetary Costs	83,167,646	81,219,754	84,867,075	1,015,938	85,883,013	90,915,388

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Corrections (110-511-586)	38,968,545	36,962,259	35,986,515	172,828	36,159,343	37,996,431
Law Enforcement (110-510-586)	44,199,101	44,257,495	48,880,560	843,110	49,723,670	52,918,957
Total Budget	83,167,646	81,219,754	84,867,075	1,015,938	85,883,013	90,915,388

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
110 Fine and Forfeiture	83,167,646	81,219,754	84,867,075	1,015,938	85,883,013	90,915,388
Total Revenues	83,167,646	81,219,754	84,867,075	1,015,938	85,883,013	90,915,388

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Law Enforcement	354.00	360.00	362.00	8.00	370.00	370.00
Corrections	293.00	288.00	286.00	2.00	288.00	288.00
Total Full-Time Equivalents (FTE)	647.00	648.00	648.00	10.00	658.00	658.00

Sheriff – Law Enforcement (110-510-586)

Mission	The mission of the Leon County Sheriff's Office – Law Enforcement is to provide the highest professional level of effective and efficient law enforcement services to the residents of Leon County.
Core Objectives	1. Provide a uniformed deputy to respond to all emergency and non-emergency calls for service. 2. Investigate crimes and diligently pursue those persons who violate the law. 3. Provide School Resource Officers at all high schools and middle schools. 4. Execute all processes of the Supreme Court, Circuit Court, County Court, and Board of County Commissioners. 5. Provide Leon County courthouse and courtroom security. 6. Provide the citizens of Leon County with informational publications and programs for crime prevention. 7. Involved in practicing community oriented policing activities and by creating partnerships with local charity agencies.
Statutory Responsibilities	F.S. Article V, Chapter 30 – Sheriffs
Advisory Board	Public Safety Communications Board

Performance Measures

Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
Number of civil processes served [1].	23,808	2,450	3,850	22,000
Number of uniform patrol primary/secondary calls for service[2].	113,500	184,283	174,548	180,000
Number of warrants served. [3]	5,500	508	400	5,500
Number visitors checked at Courthouse entrances.[3]	277,688	62,787	75,000	275,000

Notes:

1. Value does not include attempts for service. FY 2020 actuals saw a decrease due to the closure of the courthouse and other restrictions during the COVID-19 pandemic. FY 2022 estimates assume a return to a more normal range.
2. Values reflect only calls for Uniformed Patrol.
3. FY 2020 actuals saw a decrease due to the closure of the courthouse and other restrictions during the COVID-19 pandemic. FY 2022 estimates assume a return to a more normal range.

Sheriff - Law Enforcement (110-510-586)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	35,747,287	36,816,736	39,859,806	843,110	40,702,916	43,577,379
Operating	5,931,376	6,724,367	7,732,622	-	7,732,622	8,082,622
Capital Outlay	3,176,814	2,138,393	2,746,938	-	2,746,938	2,746,938
Interfund Transfers	(656,375)	-	-	-	-	-
Sheriff Offset	-	(1,422,001)	(1,458,806)	-	(1,458,806)	(1,487,982)
Total Budgetary Costs	44,199,101	44,257,495	48,880,560	843,110	49,723,670	52,918,957

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
110 Fine and Forfeiture	44,199,101	44,257,495	48,880,560	843,110	49,723,670	52,918,957
Total Revenues	44,199,101	44,257,495	48,880,560	843,110	49,723,670	52,918,957

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Employee Development Training Admin.	-	-	1.00	-	1.00	1.00
Crime Analyst - Real Time Crime Center	-	-	4.00	-	4.00	4.00
Executive Director of Youth Services	-	-	1.00	-	1.00	1.00
Research & Planning Admin.	-	-	1.00	-	1.00	1.00
Crime Scene Specialist	-	-	-	1.00	1.00	1.00
Digital Forensic Examiner	-	-	-	1.00	1.00	1.00
Community Relations Specialist	-	-	-	2.00	2.00	2.00
Aircraft Mechanic	1.00	1.00	1.00	-	1.00	1.00
Auto Mechanic III	2.00	2.00	2.00	-	2.00	2.00
Bailiff Security Technician	-	-	1.00	-	1.00	1.00
Captain	6.00	7.00	7.00	-	7.00	7.00
Chief Administrative Officer	-	-	1.00	-	1.00	1.00
Crime Intel Supervisor	1.00	1.00	1.00	-	1.00	1.00
Fiscal Operations Clerk I	1.00	1.00	1.00	-	1.00	1.00
Judicial Services Clerk	2.00	2.00	2.00	-	2.00	2.00
Wellness Coordinator	-	1.00	1.00	-	1.00	1.00
Communications Officer	1.00	1.00	1.00	-	1.00	1.00
Deputy	207.00	210.00	205.00	3.00	208.00	208.00
Evidence Custodian	5.00	5.00	5.00	-	5.00	5.00
Finance Operations Manager	1.00	1.00	1.00	-	1.00	1.00
Fiscal Accounts Payable	1.00	1.00	1.00	-	1.00	1.00
Fleet Maintenance Manager	1.00	1.00	1.00	-	1.00	1.00
General Counsel	1.00	1.00	1.00	-	1.00	1.00
Lieutenant	15.00	11.00	12.00	-	12.00	12.00
Assistant Sheriff	1.00	1.00	2.00	-	2.00	2.00
Process Server	7.00	7.00	7.00	-	7.00	7.00
Records Clerk	4.00	4.00	3.00	-	3.00	3.00
Records Manager	1.00	1.00	1.00	-	1.00	1.00
Secretary	2.00	2.00	1.00	-	1.00	1.00
Sergeant	31.00	35.00	41.00	-	41.00	41.00
Sheriff's Secretary	1.00	1.00	1.00	-	1.00	1.00
Sheriff	1.00	1.00	1.00	-	1.00	1.00
Victim Advocate	2.00	2.00	1.50	-	1.50	1.50
IT Support Specialist	4.00	4.00	4.00	-	4.00	4.00
Civil Enforcement	1.00	1.00	1.00	-	1.00	1.00
Crime Analyst	10.00	10.00	6.00	1.00	7.00	7.00
Fingerprint Clerk	1.00	1.00	1.00	-	1.00	1.00
Fiscal Operations Purch/Prop	3.00	3.00	4.00	-	4.00	4.00
Fleet Maintenance Mechanic	4.00	4.00	4.00	-	4.00	4.00
Human Resources Generalist	4.00	4.00	2.00	-	2.00	2.00
Payroll Specialist	1.00	1.00	1.00	-	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2022 Tentative Budget

Constitutional

IT Manager	1.00	1.00	1.00	-	1.00	1.00
Director of Media Relations	1.00	1.00	1.00	-	1.00	1.00
Records Custodian	1.00	1.00	1.00	-	1.00	1.00
Records Specialist	8.00	8.00	8.00	-	8.00	8.00
Latent Fingerprint Examiner	1.00	1.00	1.00	-	1.00	1.00
Paralegal	1.00	1.00	1.00	-	1.00	1.00
Training Technician	-	-	1.00	-	1.00	1.00
Public Information Officer	1.00	1.00	1.00	-	1.00	1.00
Judical Services Specialist	3.00	3.00	3.00	-	3.00	3.00
IT Administrator	1.00	1.00	1.00	-	1.00	1.00
Fiscal Clerk II	1.00	1.00	1.50	-	1.50	1.50
Traffic Support Specialist	1.00	1.00	1.00	-	1.00	1.00
Chief	5.00	5.00	4.00	-	4.00	4.00
IT Analyst	3.00	4.00	2.00	-	2.00	2.00
Property and Evidence Supervisor	1.00	1.00	1.00	-	1.00	1.00
Chief Financial Officer	1.00	1.00	-	-	-	-
Total Full-Time Equivalents (FTE)	354.00	360.00	362.00	8.00	370.00	370.00

Increases to Program Funding:
The Sheriff's budget (Law Enforcement & Corrections) increased by a total of 5.74%. The increase in the Law Enforcement portion of the Sheriff's budget is 12.35% and includes:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Personnel costs in the amount of $843,110 in association with eight new positions: three Deputies, two Community Relations Specialists, a Crime Scene Specialist, Digital Forensic Examiner and a Crime Analyst position. In addition, the Sheriff evaluated the need to create a separate mental health officer position to assist deputies responding to calls where mental health may be a concern. Rather than adding one position, three deputies were added for the creation of mental health teams, in addition to a contract for mental health services. The outside mental health contract is funded through a separate state appropriation.
3. $457,345 for automotive equipment, including new vehicles, motorcycle leases and message display trailers.
4. $275,200 for new laptops, radio equipment and scanners. These increases are associated with equipment for new positions and to replace items that have exceeded their useful life.
5. $264,281 in additional communications costs associated with phone and internet services, as determined by the communications cost plan analysis.
6. $185,460 for aviation repair and maintenance associated with the enrollment of the newest helicopter in a parts replacement program. In addition, projections indicate one of the older helicopters will require several significant overhaul items during FY 2022. This increase ensures aviation assets will continue to be available without interruption in furtherance of the agencies crime reduction efforts for the upcoming year.
7. $21,471 for increased professional liability premiums.

Decreases in Program funding:

1. $500,082 for operating costs including computer software, and facility maintenance costs. These operating decreases are offset by increases for new uniforms deputy training, travel, membership fees, and postage.

Sheriff – Corrections (110-511-586)

Mission	The mission of the Leon County Sheriff's Office – Corrections is to provide the highest professional level of effective and efficient detention and correctional services to the residents of Leon County.
Core Objectives	1. Provide care, custody, and control of inmates. 2. Provide medical care for inmates. 3. Administer financial responsibility for medical expenses. 4. Provide transportation of inmates. 5. Provide educational and treatment programs for inmates. 6. Manage inmate work crew programs.
Statutory Responsibilities	F.S. Article V, Chapter 30 – Sheriffs
Advisory Board	Public Safety Coordinating Council

Performance Measures

Performance Measures	FY 2019 Actuals	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate
Number of inmates on average.	1,051	997	1,045	1,080
Number of work crew labor hours.	170,460	31,795	3,084	108,565

Sheriff - Corrections (110-511-586)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	25,936,543	26,563,219	25,474,698	172,828	25,647,526	27,484,614
Operating	12,198,982	10,100,782	10,348,367	-	10,348,367	10,348,367
Capital Outlay	176,264	298,258	163,450	-	163,450	163,450
Interfund Transfers	656,756	-	-	-	-	-
Total Budgetary Costs	38,968,545	36,962,259	35,986,515	172,828	36,159,343	37,996,431

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
110 Fine and Forfeiture	38,968,545	36,962,259	35,986,515	172,828	36,159,343	37,996,431
Total Revenues	38,968,545	36,962,259	35,986,515	172,828	36,159,343	37,996,431

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Major	1.00	1.00	-	-	-	-
Captain	4.00	4.00	4.00	-	4.00	4.00
Lieutenant	8.00	9.00	9.00	-	9.00	9.00
Sergeant	30.00	30.00	29.00	-	29.00	29.00
Correctional Officer	198.00	198.00	210.00	2.00	212.00	212.00
Correctional Technician	33.00	33.00	20.00	-	20.00	20.00
Administrative Assistant	1.00	2.00	2.00	-	2.00	2.00
Inmate Records Clerk	2.00	2.00	2.00	-	2.00	2.00
Facilities Maintenance Manager	1.00	-	-	-	-	-
Maintenance II	1.00	-	-	-	-	-
Fiscal OPS Coordinator	1.00	1.00	1.00	-	1.00	1.00
Facilities Maintenace - Electrician	2.00	-	-	-	-	-
Facilities Maintenace - General	2.00	-	-	-	-	-
Facilities Maintenace - HVAC	1.00	-	-	-	-	-
Facilities Maintenace - Plumber	1.00	-	-	-	-	-
Inmate Records Specialist	2.00	2.00	2.00	-	2.00	2.00
IT Support Supervisor	1.00	1.00	1.00	-	1.00	1.00
Chief	1.00	2.00	2.00	-	2.00	2.00
Warehouse Specialist	1.00	1.00	1.00	-	1.00	1.00
Inmate Commissary	1.00	1.00	1.00	-	1.00	1.00
Jail Records Custodian	1.00	1.00	1.00	-	1.00	1.00
Assistant Sheriff	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	293.00	288.00	286.00	2.00	288.00	288.00

Sheriff - Corrections (110-511-586)

Decreases to Program Funding:

The Sheriff's budget (Law Enforcement & Corrections) increased by a total of 5.74%. The Corrections portion of the Sheriff's budget decreased by 2.17% and includes:

1. Overall decrease in personnel costs is due to an unusually high number of vacant positions, with several high level positions being replaced with minimum salary vacancies. In addition, two positions were moved to Law Enforcement, a Sergeant and a Major. Decrease is offset by an increase associated with two new Correctional Officer positions, as well as costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation rates, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. $153,458 in capital funding associated with the purchase of live scanning technology and a vehicle in FY 2020, offset by increased costs associated with the purchase of convection ovens and stretchers.
3. 56,250 in computer hardware costs, offset by increased costs for new radios.

Increases to program funding:

1. $354,516 in operating costs associated with food, medical services, new uniforms and the repair and maintenance of office equipment and inventory systems.

Supervisor of Elections Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	2,801,770	2,564,012	2,882,939	62,380	2,945,319	2,865,578
Operating	2,410,439	1,838,591	1,995,342	-	1,995,342	1,523,095
Capital Outlay	17,318	11,000	5,000	-	5,000	10,000
Constitutional Payments	222,388	-	-	-	-	-
Total Budgetary Costs	5,451,915	4,413,603	4,883,281	62,380	4,945,661	4,398,673

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Elections (060-520-586)	66,717	-	-	-	-	-
Elections (060-521-513)	2,312,661	1,397,673	2,040,748	-	2,040,748	1,340,687
Elections (060-521-586)	155,672	-	-	-	-	-
Voter Registration (060-520-513)	2,916,866	3,015,930	2,842,533	62,380	2,904,913	3,057,986
Total Budget	5,451,915	4,413,603	4,883,281	62,380	4,945,661	4,398,673

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
060 Supervisor of Elections	5,451,915	4,413,603	4,883,281	62,380	4,945,661	4,398,673
Total Revenues	5,451,915	4,413,603	4,883,281	62,380	4,945,661	4,398,673

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Voter Registration	20.00	20.00	20.00	1.00	21.00	21.00
Total Full-Time Equivalents (FTE)	20.00	20.00	20.00	1.00	21.00	21.00

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Elections	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Supervisor of Elections (060-520/521-513)

Mission	The mission of the Supervisor of Elections office is to provide outstanding voter services and accessible elections in Leon County with integrity, transparency, and accuracy.
Core Objectives	1. Conduct all regularly scheduled federal, state, county and municipal elections as well as any special elections as required by the State of Florida, Leon County, City of Tallahassee or special district. 2. Maintain registration records in physical and electronic form via statewide voter registration database. 3. Perform annual address confirmation maintenance via verification of addresses through the national clearing house for postal change of addresses. 4. Perform voter outreach in Leon County at local events and approximately 25 library, school and branch sites by providing access to voter registration material and educating the public on registration, voting and elections. 5. Qualify all candidates for county, municipal or special district office within Leon County. 6. Provide candidates, parties and committees with information on voters including name and address, registration status, demographics and voting history, maps and information such as precinct street maps and lists. 7. Publish election related material and advertising as required by state statute notifying citizens, candidates, political parties and committees of dates of events relating to all elections. 8. Train poll workers for each election as required by state statute. 9. Verification of signatures on candidate and initiative petitions with certification to the State of Florida. 10. Manage voter precinct assignments in response to population changes, legislative redistricting or changes in local jurisdictions including annexations by the City of Tallahassee or the creation of special districts.
Statutory Responsibilities	Florida Constitution; Florida Statutes 97-106 Elections Code; Florida Statute 129.201-129.202; Florida Statutes 189; Florida Statutes 190; The National Voter Registration Act; The Voting Rights Act; The Help America Voter Act of 2002; The Leon County Charter and The City of Tallahassee Charter
Advisory Board	County Canvassing Board

Performance Measures

Performance Measures	2020 Election Cycle Actuals			2022 Election Cycle Estimates		2024 Election Cycle Estimates		
	PPP R&D	**Primary**	**General**	**Primary**	**General**	**PPP (R's)**	**Primary**	**General**
Registered Voters	*172,758	212,823	217,454	225,000	230,000	60,000	235,000	237,000
Voters Who Voted	60,937	76,238	164,233	78,750	142,600	30,000	79,900	180,120
Voter Turnout Percentage	35%	36%	76%	35%	62%	50%	34%	76%
Number of Early Voters	20,743	12,169	64,945	17,325	57,040	7,500	20,774	77,452
Precinct Poll Workers Deployed	825	876	889	875	890	825	875	890
Vote-By-Mail Ballots Mailed	28,435	**72,833	**91,705	68,000	72,000	9,429	32,552	59,218
Vote-By-Mail Ballots Processed	16,359	38,542	67,308	31,500	35,650	6,600	17,578	43,229
Provisional Ballots Cast	233	44	379	50	390	150	60	400
Provisional Ballots Accepted	37	21	123	25	140	75	30	150

**Voter Turnout Percentage is based on number of eligible voters who vote. Due to a closed primary, only 172,758 REPS and DEMS were eligible to vote in the 2020 PPP election. ** VBM totals drastically increased due to COVID-19 and voters moving from in-person voting to Vote-By-Mail.*

Supervisor of Elections - Voter Registration (060-520-513)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	2,085,363	2,182,507	2,269,603	62,380	2,331,983	2,502,863
Operating	816,687	826,423	567,930	-	567,930	545,123
Capital Outlay	14,816	7,000	5,000	-	5,000	10,000
Total Budgetary Costs	2,916,866	3,015,930	2,842,533	62,380	2,904,913	3,057,986

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
060 Supervisor of Elections	2,916,866	3,015,930	2,842,533	62,380	2,904,913	3,057,986
Total Revenues	2,916,866	3,015,930	2,842,533	62,380	2,904,913	3,057,986

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Supervisor of Elections	1.00	1.00	1.00	-	1.00	1.00
Deputy Supevisor of Elections	1.00	1.00	1.00	-	1.00	1.00
Admin. Services Director	1.00	1.00	1.00	-	1.00	1.00
Info. Technology Director	1.00	1.00	1.00	-	1.00	1.00
Voting Systems Manager	1.00	1.00	1.00	-	1.00	1.00
Outreach Manager	1.00	1.00	1.00	-	1.00	1.00
Election Project Manager	1.00	1.00	1.00	-	1.00	1.00
Voter Services Manager	1.00	1.00	1.00	-	1.00	1.00
Voting Systems Technician	1.00	2.00	2.00	-	2.00	2.00
Demographics/GIS Manager	1.00	1.00	1.00	-	1.00	1.00
Voter Services Specialist	3.00	3.00	3.00	-	3.00	3.00
Election Records Clerk	1.00	1.00	1.00	-	1.00	1.00
Voter Services Specialist	1.00	1.00	1.00	1.00	2.00	2.00
Voting Systems Technician II	2.00	1.00	1.00	-	1.00	1.00
Outreach Specialist	1.00	1.00	1.00	-	1.00	1.00
Info. Technology Specialist	1.00	1.00	1.00	-	1.00	1.00
Admin. Services Specialist	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	20.00	20.00	20.00	1.00	21.00	21.00

The Supervisor of Elections budget varies year to year depending on the election cycles. Funding for the Supervisor of Elections increases for Presidential Preference Primary and preparing for the November general election cycle and decreases in off year election cycles. The upcoming FY 2022 cycle is an off cycle, however, this is a census redistricting year and the FY 2022 budget is reflective of the associated costs.

The major variances for the FY 2022 Supervisor of Election Voter Registration budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises to be determined by the Supervisor of Elections, in addition to costs associated with a new Voter Services Specialist position in the amount of $62,380.
2. Operating costs in the amount of $105,657 for the printing and postage of census redistricting material and new voter registration cards. This is offset by decreases for training and office supplies.

Decreases to Program Funding:
1. Elimination of lease payments in the amount of $340,562, due to the County purchasing the Voting Operations Center. An analysis of the financing for the purchase of the building indicates that the County will break even at 15-years for rental payments over the same terms.
2. $2,260 for costs associated with special events and focus groups due to fewer events during the COVID-19 pandemic.
3. $2,000 in capital outlay for storage units for the Voter Services Team.

Supervisor of Elections - Elections (060-521-513)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	716,407	381,505	613,336	-	613,336	362,715
Operating	1,593,752	1,012,168	1,427,412	-	1,427,412	977,972
Capital Outlay	2,502	4,000	-	-	-	-
Total Budgetary Costs	2,312,661	1,397,673	2,040,748	-	2,040,748	1,340,687

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
060 Supervisor of Elections	2,312,661	1,397,673	2,040,748	-	2,040,748	1,340,687
Total Revenues	2,312,661	1,397,673	2,040,748	-	2,040,748	1,340,687

OPS Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Elections Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2022 Supervisor of Elections, Elections budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises to be determined by the Supervisor of Elections. Due to the increase in vote-by-mail activities, additional funding is also included for short-term OPS positions to staff the mail ballot drop box.
2. $179,073 for the production and postage of outgoing vote-by-mail ballots. The budget also includes a $37,516 increase in lease payments for the mailing system that processes routine notices to voters, such as voter ID cards, notices of addresses bouncing back, deceased and felon notices. Requests for vote-by-mail ballots remain on the books for two election cycles; residual requests from the 2020 election cycle will expire for the 2024 cycle.
3. Operating costs in the amount of $174,278 associated with training, travel, software renewals, and the printing of public notices and poll worker training materials. The poll worker training materials printed during FY 2022 will be used for the upcoming primary election in August 2022 as well as general election in November 2022.
4. $16,108 for promotional activities such as billboard advertising of voter registration information and voting deadlines.

Tax Collector Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Constitutional Payments	5,457,683	5,802,167	5,954,527	-	5,954,527	6,067,494
Total Budgetary Costs	5,457,683	5,802,167	5,954,527	-	5,954,527	6,067,494

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Tax Collector (001-513-586)	5,130,339	5,462,992	5,612,706	-	5,612,706	5,722,961
Tax Collector (123-513-586)	69,639	72,568	73,294	-	73,294	74,028
Tax Collector (135-513-586)	169,416	162,395	162,395	-	162,395	162,395
Tax Collector (145-513-586)	50,962	59,106	60,288	-	60,288	61,197
Tax Collector (162-513-586)	2,187	5,500	5,200	-	5,200	5,200
Tax Collector (164-513-586)	4,571	5,000	5,000	-	5,000	5,000
Tax Collector (401-513-586)	30,569	34,606	35,644	-	35,644	36,713
Total Budget	5,457,683	5,802,167	5,954,527	-	5,954,527	6,067,494

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	5,130,339	5,462,992	5,612,706	-	5,612,706	5,722,961
123 Stormwater Utility	69,639	72,568	73,294	-	73,294	74,028
135 Emergency Medical Services MSTU	169,416	162,395	162,395	-	162,395	162,395
145 Fire Services Fee	50,962	59,106	60,288	-	60,288	61,197
162 County Accepted Roadways and Drainage	2,187	5,500	5,200	-	5,200	5,200
164 Special Assessment - Killearn Lakes Units I	4,571	5,000	5,000	-	5,000	5,000
401 Solid Waste	30,569	34,606	35,644	-	35,644	36,713
Total Revenues	5,457,683	5,802,167	5,954,527	-	5,954,527	6,067,494

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
Total Full-Time Equivalents (FTE)	86.00	86.00	86.00	-	86.00	86.00

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	1. Collect all authorized property taxes and fees within Leon County. 2. Efficiently distribute the collected taxes and fees to the appropriate authorities in accordance with law. 3. Perform responsibilities and provide services to people and businesses in a fair, efficient and courteous fashion. 4. Effectively perform as agents of the Florida Department of Highway Safety and Motor Vehicles and the Florida Fish and Wildlife Conservation Commission. 5. Conveniently serve the public through the provision of duplicate Birth Certificates on behalf of the Florida Department of Health 6. Conveniently serve the public through completion of concealed weapons applications on behalf of Department of Agriculture and Consumer Services.
Statutory Responsibilities	Florida Statutes, Chapters 192, 197, 218, 319, 320 and 322
Advisory Board	None

Tax Collector - Tax Collector (001-513-586)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Constitutional Payments	5,130,339	5,462,992	5,612,706	-	5,612,706	5,722,961
Total Budgetary Costs	5,130,339	5,462,992	5,612,706	-	5,612,706	5,722,961

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	5,130,339	5,462,992	5,612,706	-	5,612,706	5,722,961
Total Revenues	5,130,339	5,462,992	5,612,706	-	5,612,706	5,722,961

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
Total Full-Time Equivalents (FTE)	86.00	86.00	86.00	-	86.00	86.00

The County budget allocation is not the entire Tax Collector's budget, but only the portion relative to statutorily charged commissions paid by the County.

This budget reflects estimated commission payments based on a 4.05% increase in property values and the related collection of ad valorem taxes. In addition to property taxes levied by the County, Florida Statutes requires the County to pay all commissions related to the collection of School Board ad valorem taxes. The FY 2022 increase in the Tax Collector’s budget is $149,714.

Tax Collector - Tax Collector (123-513-586)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Constitutional Payments	69,639	72,568	73,294	-	73,294	74,028
Total Budgetary Costs	69,639	72,568	73,294	-	73,294	74,028

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
123 Stormwater Utility	69,639	72,568	73,294	-	73,294	74,028
Total Revenues	69,639	72,568	73,294	-	73,294	74,028

Notes:

The budget reflects estimated commission payments associated with the collection of the non ad valorem stormwater assessment.

Tax Collector - Tax Collector (135-513-586)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Constitutional Payments	169,416	162,395	162,395	-	162,395	162,395
Total Budgetary Costs	169,416	162,395	162,395	-	162,395	162,395

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
135 Emergency Medical Services MSTU	169,416	162,395	162,395	-	162,395	162,395
Total Revenues	169,416	162,395	162,395	-	162,395	162,395

Notes:

This budget reflects estimated commission payments associated with the collection of Emergency Medical Services MSTU ad valorem taxes.

Tax Collector - Tax Collector (145-513-586)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Constitutional Payments	50,962	59,106	60,288	-	60,288	61,197
Total Budgetary Costs	50,962	59,106	60,288	-	60,288	61,197

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
145 Fire Services Fee	50,962	59,106	60,288	-	60,288	61,197
Total Revenues	50,962	59,106	60,288	-	60,288	61,197

Notes:

This budget reflects estimated commission payments associated with the collection of the non ad valorem fire service assessment.

Tax Collector - Tax Collector (162-513-586)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Constitutional Payments	2,187	5,500	5,200	-	5,200	5,200
Total Budgetary Costs	2,187	5,500	5,200	-	5,200	5,200

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
162 County Accepted Roadways and Drainage Systems Program (CARDS) (162)	2,187	5,500	5,200	-	5,200	5,200
Total Revenues	2,187	5,500	5,200	-	5,200	5,200

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)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Constitutional Payments	4,571	5,000	5,000	-	5,000	5,000
Total Budgetary Costs	4,571	5,000	5,000	-	5,000	5,000

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
164 Special Assessment - Killearn Lakes Units I and II Sewer	4,571	5,000	5,000	-	5,000	5,000
Total Revenues	4,571	5,000	5,000	-	5,000	5,000

Notes:

The budget reflects estimated commission payments associated with the collection of the special assessments on subdivision lots associated with County infrastructure improvements, specifically the sewer system in Killearn Lakes Unit I & II.

Tax Collector - Tax Collector (401-513-586)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Constitutional Payments	30,569	34,606	35,644	-	35,644	36,713
Total Budgetary Costs	30,569	34,606	35,644	-	35,644	36,713

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
401 Solid Waste	30,569	34,606	35,644	-	35,644	36,713
Total Revenues	30,569	34,606	35,644	-	35,644	36,713

Notes:

This budget reflects estimated commission payments associated with the collection of the unincorporated area solid waste disposal non ad valorem assessment.

Leon County Fiscal Year 2022 Tentative Budget

Judicial

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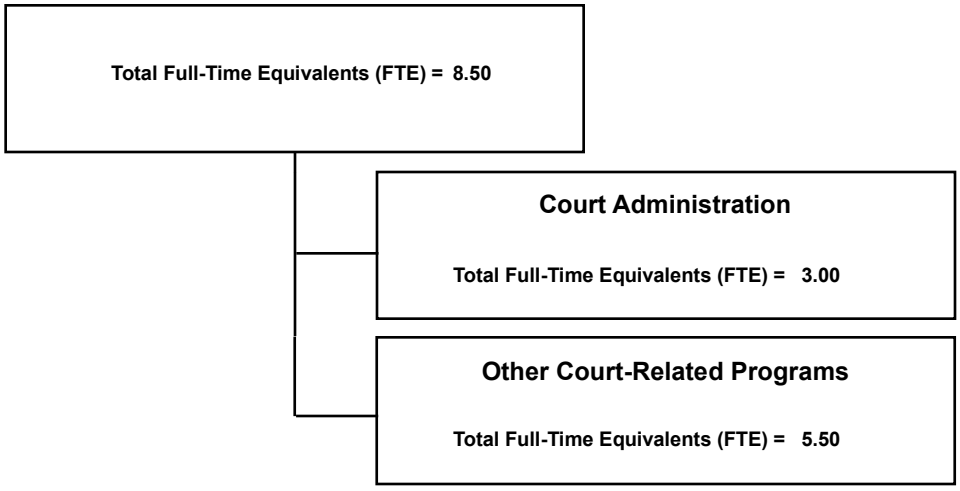
Leon County Fiscal Year 2022 Tentative Budget

Judicial



Executive Summary

The Judicial section of the Leon County FY 2022 Annual Budget is comprised of Court Administration and Other Court-Related Programs, the State Attorney, the Public Defender, and Guardian Ad Litem.

Court Administration protects rights and liberties, upholds and interprets the law, and provides for the peaceful resolution of disputes for citizens of Leon County and other surrounding counties in the 2nd Judicial Circuit. Additionally, Court Administration is responsible for court reporting, the law library, family law assistance program, family visitation program, mediation, teen court, non-conflict attorney, detention review coordination, mental health coordination, and indigent probate services. The State Attorney prosecutes all criminal cases in the 2nd Judicial Circuit for the punishment of crimes and the safety and protection of the public. The Public Defender's office provides quality legal representation to all indigents charged with criminal offenses. Guardian Ad Litem advocates for the best interest of children who are abused, neglected, or abandoned, and who are involved in court proceedings.

HIGHLIGHTS

The Mental Health Coordinator continues to provide case management services for all mentally ill defendants with criminal charges pending in Leon County. It's estimated that 42,615 jail beds and $3.6 million in costs will be avoided in FY 2022 due to Mental Health Coordinator intervention.

Teen Court continues to be one of the most successful and cost-effective juvenile diversion programs. The recidivism rate, a key indicator of the program's success, is reported on graduates that re-offend within one year of completing the program. It is estimated that only 3.0% of graduates will re-offend in FY 2022.

Beginning in FY 2016, at the request of the Court Administration, the Board approved the creation of the Veteran's Court, which will be funded annually by the State of Florida. The Veteran's Court provides felony and/or misdemeanor pretrial or post-adjudicatory veterans' treatment intervention programs to address the substance abuse and/or mental health treatment needs of veterans and service members charged with, on probation or community control for criminal offenses. An estimated 35 defendants will be served by the Veteran's Court in FY 2022.

In FY 2019, the State Attorney's Office established a new diversion program to address minor offenses through community interventions. The State Attorney's Office will receive and handle approximately 3,200 felony referrals, 650 juvenile referrals, and 5,000 misdemeanor referrals in FY 2022. The State Attorney Office continues to provide efficient and effective prosecution and dispositions of all felony, misdemeanor, and juvenile criminal cases referred. The County continues to provide additional funding support for first appearance attorneys to assist in reducing the jail population.

The Public Defender's Office estimates a total of 11,000 cases to be closed in FY 2022. The Public Defender's office continues to provide quality legal representation to all indigents charged with criminal offenses. The County continues to provide additional funding support for first appearance attorneys to assist in reducing the jail population.

Guardian Ad Litem continues to provide children with legal representation and advocacy services. In FY 2022, Guardian Ad Litem will represent approximately 628 children who are residents of Leon County.

Leon County Fiscal Year 2022 Tentative Budget

Judicial

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	526,602	572,769	521,851	-	521,851	536,283
Operating	191,335	275,736	279,529	-	279,529	270,981
Capital Outlay	-	51,395	51,680	-	51,680	52,440
Grants-in-Aid	301,478	308,895	309,180	-	309,180	309,940
Total Budgetary Costs	1,019,415	1,208,795	1,162,240	-	1,162,240	1,169,644

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Court Administration	228,971	230,364	222,868	-	222,868	229,035
Other Court-Related Programs	546,683	681,459	640,919	-	640,919	642,156
State Attorney	94,765	130,950	131,935	-	131,935	131,935
Public Defender	124,440	141,745	143,645	-	143,645	143,645
Guardian Ad Litem	24,556	24,277	22,873	-	22,873	22,873
Total Budget	1,019,415	1,208,795	1,162,240	-	1,162,240	1,169,644

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	253,527	254,641	245,741	-	245,741	251,908
110 Fine and Forfeiture	476,706	530,195	533,080	-	533,080	533,080
114 Family Law Legal Services	71,850	73,422	51,309	-	51,309	53,548
117 Judicial Programs	217,333	350,537	332,110	-	332,110	331,108
Total Revenues	1,019,415	1,208,795	1,162,240	-	1,162,240	1,169,644

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Court Administration	3.00	3.00	3.00	-	3.00	3.00
Other Court-Related Programs	5.50	5.50	5.50	-	5.50	5.50
Total Full-Time Equivalents (FTE)	8.50	8.50	8.50	-	8.50	8.50

Court Administration (001-540-601)

Goal	The goal of the Office of Court Administration's Criminal Court Case Management Unit is to provide judicial case management for all cases in Leon County's criminal justice system in an effort to reduce delays in case disposition and/or defendant release.
Objectives	Criminal Case Management: 1. Oversight and supervision of Mental Health dockets, Veterans Treatment Court, and Felony Drug Court. 2. Performs early identification of all veterans and persons diagnosed with a mental illness booked into the Leon County Detention facility. 3. Provides judicial case management services for all defendants. Specifically, those defendants who are 1) diagnosed with a mental illness, 2) participating in the Leon County Felony Drug Court program, or 3) participating in the Leon County Veterans Treatment Court program. 4. Reviews, enhances and coordinates all criminal court processes. 5. Attends the Criminal Justice Coordinating Committee (CJCC) and the Public Safety Coordinating Council (PSCC). 6. Provides training and oversight of court approved risk assessment tools. 7. Coordinates bi-weekly multi-disciplinary team staffing for all adult specialty courts and/or dockets. 8. Provides weekly, bi-weekly, and monthly case ageing reports to court parties. 9. Serves as Court Liaison for jail population review and management with all outside agencies. 10. Coordinates and facilitates the Big Bend Crisis Intervention Team (CIT) training program.
Statutory Responsibilities	Florida Constitution; Florida Statutes, Chapters 29 "Court System Funding" *Chapter 34 "County Courts" *Chapter 38 "Judges: General Provisions" *Chapter 39 "Judicial: Proceedings Relating to Children" *Chapter 40 "Jurors & Payment of Jurors & Witnesses" *Chapter 43 "General Provisions: Courts"
Advisory Board	Criminal Justice Coordinating Committee; Public Safety Coordinating Council; Justice Information System Users Group, and attendant at First Steps board meetings.

Performance Measures

Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
Number of Jail Beds Avoided Due to Criminal Case Management Unit Intervention.	50,304	31,702	37,182	42,615
Estimated Cost Avoidance Due to Criminal Case Management Unit Intervention.[1]	$4.24 million	$2.7 million	$3.1 million	$3.6 million
Number of Defendants Ordered to a Psychiatric Facility for Stabilization.	63	64	44	60
Number of Defendants Found to be Incompetent to Proceed.	115	123	144	143
Number of Defendants served by Veterans Treatment Court (VTC).	35	22	28	35
Number of Defendants served by Felony Drug Court (FDC).	75	34	38	46

Notes:

1. Cost per day for the jail used in calculations is $84.43. FY 2020 saw a significant decrease as a result of modified operations in response to the COVID 19 pandemic; staff estimates that this was an anomaly and forecasts a return to a more normal trajectory with incremental increases beginning in FY 2021 and continuing in FY 2022. Detention review numbers are not included as the Detention Review Coordinator (DRC) position was recently filled. The Criminal Case Management Unit is working with OIDA and the detention facility to enhance the job functions of the DRC as court operations resume post COVID 19.

Court Administration Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	212,431	198,892	189,369	-	189,369	195,034
Operating	16,540	31,472	33,499	-	33,499	34,001
Total Budgetary Costs	228,971	230,364	222,868	-	222,868	229,035

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Court Administration (001-540-601)	218,956	218,204	209,448	-	209,448	215,615
Court Information Systems (001-540-713)	-	12,160	13,420	-	13,420	13,420
Court Operating (001-540-719)	10,015	-	-	-	-	-
Total Budget	228,971	230,364	222,868	-	222,868	229,035

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	228,971	230,364	222,868	-	222,868	229,035
Total Revenues	228,971	230,364	222,868	-	222,868	229,035

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Court Administration	3.00	3.00	3.00	-	3.00	3.00
Total Full-Time Equivalents (FTE)	3.00	3.00	3.00	-	3.00	3.00

Court Administration - Court Administration (001-540-601)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	212,431	198,892	189,369	-	189,369	195,034
Operating	6,525	19,312	20,079	-	20,079	20,581
Total Budgetary Costs	218,956	218,204	209,448	-	209,448	215,615

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	218,956	218,204	209,448	-	209,448	215,615
Total Revenues	218,956	218,204	209,448	-	209,448	215,615

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Detention Review Coordinator	1.00	1.00	1.00	-	1.00	1.00
Criminal Court Specialist	1.00	1.00	1.00	-	1.00	1.00
Criminal Court Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	3.00	3.00	3.00	-	3.00	3.00

The major variances for the FY 2022 Court Administration budget are as follows:

Decreases to Program Funding:
1. Decrease in personnel costs is associated with the hiring of a new Detention Review Coordinator at a lower salary than previously budgeted. Decrease is offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Court Administration - Court Information Systems (001-540-713)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	-	12,160	13,420	-	13,420	13,420
Total Budgetary Costs	-	12,160	13,420	-	13,420	13,420

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	-	12,160	13,420	-	13,420	13,420
Total Revenues	-	12,160	13,420	-	13,420	13,420

In FY08 new reporting requirements for Article V entities were implemented. Effective July 1, 2004 Article V of the Florida Constitution required counties provide funding for certain costs incurred by the state court system. As defined in s. 29.008, F.S., counties must fund the following: (1) Communications services, including telephone expenses, computer equipment/networks, courier/subpoena services, and auxiliary aids; (2) Existing radio systems; (3) Existing multi agency criminal justice information systems; (4) Facilities costs including construction or lease of facilities for court functions, maintenance of these facilities, utility costs, security; and (5) Local Requirements including Legal Aid.

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

Other Court-Related Programs Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	240,136	299,877	258,482	-	258,482	267,249
Operating	5,068	21,292	21,577	-	21,577	12,527
Capital Outlay	-	51,395	51,680	-	51,680	52,440
Grants-in-Aid	301,478	308,895	309,180	-	309,180	309,940
Total Budgetary Costs	546,683	681,459	640,919	-	640,919	642,156

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Alternative Juvenile Programs (117-509-569)	64,673	58,033	53,066	-	53,066	51,515
Court Administration - Teen Court (114-586-662)	71,850	73,422	51,309	-	51,309	53,548
Judicial Programs/Article V (117-548-662)	108,681	189,714	175,684	-	175,684	174,713
Law Library (117-546-714)	-	51,395	51,680	-	51,680	52,440
Legal Aid - Court (117-555-715)	43,978	51,395	51,680	-	51,680	52,440
Legal Aid (110-555-715)	257,500	257,500	257,500	-	257,500	257,500
Total Budget	546,683	681,459	640,919	-	640,919	642,156

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
110 Fine and Forfeiture	257,500	257,500	257,500	-	257,500	257,500
114 Family Law Legal Services	71,850	73,422	51,309	-	51,309	53,548
117 Judicial Programs	217,333	350,537	332,110	-	332,110	331,108
Total Revenues	546,683	681,459	640,919	-	640,919	642,156

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Court Administration - Teen Court	1.15	1.15	0.58	-	0.58	0.58
Alternative Juvenile Programs	1.00	1.00	1.00	-	1.00	1.00
Judicial Programs/Article V	3.35	3.35	3.92	-	3.92	3.92
Total Full-Time Equivalents (FTE)	5.50	5.50	5.50	-	5.50	5.50

Other Court-Related Programs - Legal Aid (110-555-715)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Grants-in-Aid	257,500	257,500	257,500	-	257,500	257,500
Total Budgetary Costs	257,500	257,500	257,500	-	257,500	257,500

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
110 Fine and Forfeiture	257,500	257,500	257,500	-	257,500	257,500
Total Revenues	257,500	257,500	257,500	-	257,500	257,500

In 2016 the Board approved additional funding in the amount of $125,000 for Legal Services of North Florida for an attorney and an administrative assistant for a maximum of five years due to funding decreases from federal and state resources. These funds have not returned to pre-recession levels and the additional funding was continued in FY 2022. The remaining Legal Aid funding is budgeted in Other Court –Related Programs.

Court Administration – Teen Court (114-586-662)

Goal	The goal of Teen Court is to have clients face a jury of their peers, receive a fair and just sentence for their crime, complete the educational sanctions imposed by the Teen Court jury, learn from their mistakes, set goals for themselves, and make better decisions in the future.
Objectives	1. Provide a forum whereby youthful offenders are "sentenced" by a court of their peers. 2. Provide sanctions to offenders through sentencing hearings. 3. Provide professional, educational, and counseling services and/or referrals to clients of the program. 4. Provide training for teens to serve as prosecution and defense attorneys, as well as bailiffs, clerks and videographers. 5. Provide educational/crime prevention/victim's awareness components to clients.
Statutory Responsibilities	Florida Statutes, Chapter 938.19. Assessment of additional court costs; Leon County Ordinance Sec. 7-28(c).
Advisory Board	Teen Court is a member of the Florida Association of Teen Courts, as well as a participant in the National Youth Court Association. Collectively, program staff participates with the Integrated Juvenile Services Staffing team at the Juvenile Assessment Center (JAC) and The Youth Development Council.

Performance Measures

Performance Measures	FY 2019 Actuals	FY 2020 Actuals[4]	FY 2021 Estimates	FY 2022 Estimates[5]
Number of Cases Referred to Teen Court. [1]	57	44	42	51
Number of Hours Active Officers Have Served. [2]	999	1,076	1,091	1,037
Number of Hours Teen Volunteers Have Served as Jurors. [3]	2,609	1,604	802	2,106
Number of Volunteer Service Hours Contributed.[3]	3,841	2,931	1,465	3,386
Number of Successful Completions. [4]	44	27	36	36
Percentage of Re-Offenders (Recidivism).[5]	2.3%	3.7%	3.0%	3.0%

*FY 2020 saw a significant decrease as a result of modified operations in response to the COVID-19 pandemic; staff estimates that this was an anomaly and forecasts a return to a more normal level of volunteers once the educational school programs resume normal in-person events. We anticipate incremental increases beginning in FY 2021 and continuing in FY 2022.

Notes:
1. “Officers” refers to Teens (students) volunteering from Leon County School district high schools serving as officers (e.g. attorneys, clerks, and bailiff positions) in actual teen
court proceedings.
2. The number of volunteer service hours contributed reflects both the number of hours a youth participates and the number of adult volunteer hours.
3. Teen Court recidivism rates will be reported on graduates that re-offend within one year of completing the program.
4. FY 2020 actuals cover the duration of the COVID-19 restrictions.
5. FY 2022 Estimates were calculated using the average for Actual Numbers in 2019 and 2020.

Other Court-Related Programs - Court Administration - Teen Court (114-586-662)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	68,106	61,950	39,552	-	39,552	41,021
Operating	3,744	11,472	11,757	-	11,757	12,527
Total Budgetary Costs	71,850	73,422	51,309	-	51,309	53,548

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
114 Family Law Legal Services	71,850	73,422	51,309	-	51,309	53,548
Total Revenues	71,850	73,422	51,309	-	51,309	53,548

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Teen Court Dir./Volunteer Coor	0.58	0.58	0.58	-	0.58	0.58
Teen Court Education Coordinat	0.57	0.57	-	-	-	-
Total Full-Time Equivalents (FTE)	1.15	1.15	0.58	-	0.58	0.58

The major variances for the FY 2022 Teen Court budget are as follows:

Decreases to Program Funding:
1. Decrease in personnel costs is associated with the realignment of 0.57 FTE's to Judicial Programs/Article V. This decrease is offset by an increase associated with costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Other Court-Related Programs - Alternative Juvenile Programs (117-509-569)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	63,350	54,731	49,764	-	49,764	51,515
Operating	1,323	3,302	3,302	-	3,302	-
Total Budgetary Costs	64,673	58,033	53,066	-	53,066	51,515

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
117 Judicial Programs	64,673	58,033	53,066	-	53,066	51,515
Total Revenues	64,673	58,033	53,066	-	53,066	51,515

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Juvenile Alt. Sanction Coord	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Other Court-Related Programs - Law Library (117-546-714)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Capital Outlay	-	51,395	51,680	-	51,680	52,440
Total Budgetary Costs	-	51,395	51,680	-	51,680	52,440

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
117 Judicial Programs	-	51,395	51,680	-	51,680	52,440
Total Revenues	-	51,395	51,680	-	51,680	52,440

On June 8, 2004 the Board of County Commissioners authorized the imposition of a $65 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the $65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be spent in subsequent fiscal years for the funding of either state or local requirements.

Other Court-Related Programs - Judicial Programs/Article V (117-548-662)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	108,681	183,196	169,166	-	169,166	174,713
Operating	-	6,518	6,518	-	6,518	-
Total Budgetary Costs	108,681	189,714	175,684	-	175,684	174,713

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
117 Judicial Programs	108,681	189,714	175,684	-	175,684	174,713
Total Revenues	108,681	189,714	175,684	-	175,684	174,713

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Teen Court Dir./Volunteer Coor	0.42	0.42	0.42	-	0.42	0.42
Teen Court Education Coordinat	0.43	0.43	1.00	-	1.00	1.00
Trial Court Marshal	1.00	1.00	1.00	-	1.00	1.00
Court Liaison Officer	0.50	0.50	0.50	-	0.50	0.50
Integrated Computer Sy Int Dev	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	3.35	3.35	3.92	-	3.92	3.92

On June 8, 2004 the Board of County Commissioners authorized the imposition of a $65 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the $65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be spent in subsequent fiscal years for the funding of either state or local requirements. Increase in program costs are offset the use of fund balance to support program expenditures.

Decreases to Program Funding:
1. Decrease in program expenditures is due to decrease in revenues. This is offset by the realignment of 0.57 FTE's from Teen Court and costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates budgeted at 6%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Other Court-Related Programs - Legal Aid - Court (117-555-715)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Grants-in-Aid	43,978	51,395	51,680	-	51,680	52,440
Total Budgetary Costs	43,978	51,395	51,680	-	51,680	52,440

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
117 Judicial Programs	43,978	51,395	51,680	-	51,680	52,440
Total Revenues	43,978	51,395	51,680	-	51,680	52,440

On June 8, 2004 the Board of County Commissioners authorized the imposition of a $65 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the $65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be utilized in subsequent fiscal years for the funding of either State or local requirements. Program expenditures were reduced in preparation for the decline in projected revenue, primarily due to fewer traffic citations being issued.

State Attorney (110-532-602)

Goal	The Mission of the State Attorney's Office for the Second Judicial Circuit is to serve the community through reducing crime and helping to mitigate the catastrophic impact that crime has on victims and offenders, their families, and society as a whole. This includes proactively addressing the causes of criminal behavior, working to achieve justice after a crime has been committed, and using creative strategies to lower recidivism.
Objectives	1. Provide personnel and procedures to perform all duties and functions for intake, investigation, and prosecution of felony, misdemeanor, juvenile criminal cases as well as other statutory obligations such as motions to which the State is a party. 2. Facilitating the function of the Grand Jury and serving as legal advisor to the Grand Jury. 3. Assist all law enforcement agencies with legal and investigative assistance upon request. 4. Represent the State of Florida in all suits, applications, civil, and criminal motions made within this circuit to which the State of Florida is a party. 5. Collaborate with community partners in order to make referrals for support services and to provide diversion programs.
Statutory Responsibilities	Florida Statutes 27 and 29.008
Advisory Board	None

Performance Measures

Performance Measures	FY 2019 Actuals	FY 2020 Actuals[1]	FY 2021 Estimate	FY 2022 Estimate
Number of Felony Cases filed.	3,010	2,323	2,400	3,200
Number of Juvenile Cases filed.	650	319	460	650
Number of Misdemeanor Cases filed.	4,826	2,960	4,000	5,000

Note:

1. The COVID-19 pandemic and associated closures and stay-at-home orders resulted in a decline in the number of cases filed in FY 2020.

State Attorney Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	57,765	93,950	94,935	-	94,935	94,935
Total Budgetary Costs	94,765	130,950	131,935	-	131,935	131,935

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
State Attorney (110-532-602)	81,245	118,600	118,600	-	118,600	118,600
State Attorney (110-532-713)	13,520	12,350	13,335	-	13,335	13,335
Total Budget	94,765	130,950	131,935	-	131,935	131,935

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
110 Fine and Forfeiture	94,765	130,950	131,935	-	131,935	131,935
Total Revenues	94,765	130,950	131,935	-	131,935	131,935

State Attorney - State Attorney (110-532-602)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	44,245	81,600	81,600	-	81,600	81,600
Total Budgetary Costs	81,245	118,600	118,600	-	118,600	118,600

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
110 Fine and Forfeiture	81,245	118,600	118,600	-	118,600	118,600
Total Revenues	81,245	118,600	118,600	-	118,600	118,600

The FY 2022 State Attorney budget is recommended at the same funding level as the previous fiscal year.

State Attorney - State Attorney (110-532-713)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	13,520	12,350	13,335	-	13,335	13,335
Total Budgetary Costs	13,520	12,350	13,335	-	13,335	13,335

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
110 Fine and Forfeiture	13,520	12,350	13,335	-	13,335	13,335
Total Revenues	13,520	12,350	13,335	-	13,335	13,335

As part of the Article V funding requirement, expenses for communications costs are budgeted in State Attorney Information Systems and the actual expenses will be reported separately each year.

The major variances for the FY 2022 State Attorney Information Systems budget are as follows:

Increases to Program Funding:
1. Phone system costs in the amount of $985.

Public Defender (110-533-603)

Goal	The Public Defender protects the constitutional and statutory rights of all citizens through the effective criminal legal representation of court appointed clients.
Objectives	1. Represent indigent clients charged with criminal offenses filed in Circuit, County, Juvenile, and Traffic Court. 2. Represent indigent clients with cases on appeal to the First District Court of Appeal, Florida Supreme Court, and the United States Supreme Court. 3. Represent indigent clients in civil commitment proceedings under the Jimmy Ryce Act and the Baker Act.
Statutory Responsibilities	Florida Statute, Chapter 27.51 and Florida Statute 29.008
Advisory Board	None

Performance Measures

Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022 Estimate
Number of Total Appointed/Reopened Cases.	10,394	4,408	10,750	11,000
Number of Cases Pled.	4,644	2001	5,000	6,000
Number of Nolle Processed/Dismissed Cases.	555	154	615	700
Number of Total Cases Closed.	9,602	5,720	10,100	11,000
Number of Substantiated Bar Grievances.	0	0	0	0
Number of Appellate Clients Represented.	1,130	521	1,200	1,200
Number of Appellate Briefs Filed.	1,267	640	1,350	1,350

Note: The COVID-19 pandemic severely impacted staff's ability to close cases. The Public Defender's Office is facing a 29% increase in pending cases which will be resolved over the next two years.

Public Defender Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	37,035	37,000	37,000	-	37,000	37,000
Operating	87,405	104,745	106,645	-	106,645	106,645
Total Budgetary Costs	124,440	141,745	143,645	-	143,645	143,645

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Public Defender (110-533-603)	107,985	118,525	118,525	-	118,525	118,525
Public Defender (110-533-713)	16,455	23,220	25,120	-	25,120	25,120
Total Budget	124,440	141,745	143,645	-	143,645	143,645

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
110 Fine and Forfeiture	124,440	141,745	143,645	-	143,645	143,645
Total Revenues	124,440	141,745	143,645	-	143,645	143,645

Public Defender - Public Defender (110-533-603)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	37,035	37,000	37,000	-	37,000	37,000
Operating	70,950	81,525	81,525	-	81,525	81,525
Total Budgetary Costs	107,985	118,525	118,525	-	118,525	118,525

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
110 Fine and Forfeiture	107,985	118,525	118,525	-	118,525	118,525
Total Revenues	107,985	118,525	118,525	-	118,525	118,525

The FY 2022 Public Defender's budget is recommended at the same funding level as the previous fiscal year.

Public Defender - Public Defender (110-533-713)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	16,455	23,220	25,120	-	25,120	25,120
Total Budgetary Costs	16,455	23,220	25,120	-	25,120	25,120

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
110 Fine and Forfeiture	16,455	23,220	25,120	-	25,120	25,120
Total Revenues	16,455	23,220	25,120	-	25,120	25,120

As part of the Article V funding requirement, expenses for communication costs are budgeted in Public Defender Information Systems and the actual expenses will be reported separately each year.

The major variances for the FY 2022 Public Defender Information Systems budget are as follows:

Increases to Program Funding:
1. Communications in the amount of $1,900 associated with the allocation of phone system costs, which are evaluated annually.

Guardian Ad Litem (001-547-685)

Goal	The mission of the Guardian ad Litem Program is to advocate for the best interests of children who are alleged to be abused, neglected or abandoned, and who are involved in court proceedings.
Objectives	1. Provide children with legal representation and advocacy services. 2. Preserve children's physical safety and emotional well-being and protect children from further harm. 3. Make verbal and written recommendations for children's permanent placement in a stable and nurturing home environment. 4. Attend trials, hearings, staffing, and mediations.
Statutory Responsibilities	Florida Statutes, Chapter 39.402(8) (c)(1) "Placement of Child in Shelter"; Chapter 39.802(2)(a) "Petition for Termination of Parental Rights"; Chapter 39.822 "Appointment of Guardian Ad Litem"; Chapter 39.407(5) Dependency Case Referral to Mediation".
Advisory Board	None

Performance Measures

Performance Measures	FY 2019 Actuals	FY 2020 Actuals	FY 2021 Estimate	FY 2022[3] Estimate
Number of Leon County Cases.[1]	546	428	436	444
Number of Leon County Children Served.[1]	768	701	715	628
Number of Volunteers.[2]	402	361	368	375

Notes:

1. FY 2020 saw a decrease of cases and children served due to COVID-19. Due to children not attending school or daycare there was a decrease in abuse reports.
2. FY 2020 saw a decrease in volunteer recruitment and a decrease in volunteer inquiries due to the COVID-19 pandemic.
3. Staff predicts a 2% increase in the number of cases and children served, as a result of children returning to school and daycare in FY 2022.
4. In FY 2022, Guardian ad Litem will focus on recruitment and training in outlying counties. In addition to the weekday and Saturday training in Leon County, training is regularly conducted online.

Guardian Ad Litem Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	24,556	24,277	22,873	-	22,873	22,873
Total Budgetary Costs	24,556	24,277	22,873	-	22,873	22,873

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
GAL Information Systems (001-547-713)	2,715	2,395	2,635	-	2,635	2,635
Guardian Ad Litem (001-547-685)	21,841	21,882	20,238	-	20,238	20,238
Total Budget	24,556	24,277	22,873	-	22,873	22,873

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	24,556	24,277	22,873	-	22,873	22,873
Total Revenues	24,556	24,277	22,873	-	22,873	22,873

Guardian Ad Litem - Guardian Ad Litem (001-547-685)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	21,841	21,882	20,238	-	20,238	20,238
Total Budgetary Costs	21,841	21,882	20,238	-	20,238	20,238

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	21,841	21,882	20,238	-	20,238	20,238
Total Revenues	21,841	21,882	20,238	-	20,238	20,238

The major variances for the FY 2022 Guardian Ad Litem budget are as follows:

Decreases to Program Funding:
1. Parking costs in the amount of $1,172.

Guardian Ad Litem - GAL Information Systems (001-547-713)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	2,715	2,395	2,635	-	2,635	2,635
Total Budgetary Costs	2,715	2,395	2,635	-	2,635	2,635

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	2,715	2,395	2,635	-	2,635	2,635
Total Revenues	2,715	2,395	2,635	-	2,635	2,635

The major variances for the FY 2022 Guardian Ad Litem GAL Information Systems are as follows:

Increases to program funding:
1.Costs related to communications and phone system charges, that are reviewed and allocated annually, are budgeted separately due to Article V reporting requirements.

Leon County Fiscal Year 2022 Tentative Budget

Non-Operating

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Leon County Fiscal Year 2022 Tentative Budget

Non-Operating

Non operating consists of Leon County Government funding for activities for which costs do not apply solely to any specific County department's function, but are either applicable to the operation of County government as a whole, or are provided for the public good. The County employees that are responsible for the administration of these programs are included in the specific County Administrator department budgets.

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	536,227	664,161	672,872	-	672,872	692,296
Operating	21,112,818	23,453,889	26,252,166	294,953	26,547,119	27,550,401
Capital Outlay	162,852	137,509	137,509	-	137,509	-
Grants-in-Aid	7,090,563	4,709,431	4,892,976	115,128	5,008,104	5,216,538
Budgeted Reserves	-	908,541	297,879	-	297,879	520,491
Total Budgetary Costs	28,902,459	29,873,531	32,253,402	410,081	32,663,483	33,979,726

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Line Item Funding	126,885	100,000	100,000	-	100,000	100,000
Fire Control	8,555,012	8,834,283	10,357,634	-	10,357,634	10,690,230
Cost Allocations	-	-	-	-	-	-
Risk Allocations	1,073,250	1,149,545	1,369,688	-	1,369,688	1,376,066
Risk Financing & Workers Comp	4,070,146	3,842,403	4,617,064	-	4,617,064	4,653,399
Communications	2,462,715	3,608,376	3,841,912	-	3,841,912	3,785,551
Budgeted Reserves	2,211,747	908,541	297,879	-	297,879	520,491
Other Non-Operating	7,506,144	8,265,233	8,320,530	410,081	8,730,611	9,337,859
Consolidated Dispatch Agency (CDA)	2,896,561	3,165,150	3,348,695	-	3,348,695	3,516,130
Total Budget	28,902,459	29,873,531	32,253,402	410,081	32,663,483	33,979,726

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	1,597,557	687,633	553,092	294,953	848,045	1,021,724
060 Supervisor of Elections	39,141	44,432	44,054	-	44,054	44,160
106 Transportation Trust	1,913,771	1,929,207	2,192,255	-	2,192,255	2,254,946
110 Fine and Forfeiture	4,680,152	4,680,918	5,047,344	115,128	5,162,472	5,372,002
111 Probation Services	650,828	670,166	669,881	-	669,881	689,089
114 Family Law Legal Services	9,099	11,333	12,900	-	12,900	12,906
116 Drug Abuse Trust	-	93,227	97,609	-	97,609	102,276
117 Judicial Programs	2,242	2,641	3,331	-	3,331	3,355
120 Building Inspection	434,707	495,072	432,446	-	432,446	444,576
121 Development Support & Environmental Managment Fund	619,584	635,534	639,364	-	639,364	657,544
123 Stormwater Utility	432,086	559,816	494,011	-	494,011	508,240
125 Grants	1,786	91,844	92,143	-	92,143	92,165
130 9-1-1 Emergency Communications	50,000	63,000	79,000	-	79,000	81,000
131 Radio Communication Systems	5,000	-	-	-	-	-
135 Emergency Medical Services MSTU	1,469,229	1,596,405	1,544,016	-	1,544,016	1,587,701
140 Municipal Service	2,285,735	2,431,176	2,505,715	-	2,505,715	2,598,565
145 Fire Services Fee	8,586,012	8,867,283	10,393,964	-	10,393,964	10,727,560
160 Tourism Development	234,186	289,940	252,992	-	252,992	437,000
164 Special Assessment - Killearn Lakes Units I and II Sewer	224,206	232,500	232,500	-	232,500	232,500
165 County Government Annex	63,593	96,162	87,723	-	87,723	61,355
166 Huntington Oaks Plaza	20,455	60,785	69,857	-	69,857	65,191
401 Solid Waste	620,751	1,074,599	660,804	-	660,804	754,282
501 Insurance Service	4,110,403	3,879,928	4,655,255	-	4,655,255	4,700,027
502 Communications Trust	840,325	1,368,186	1,481,141	-	1,481,141	1,519,509
505 Motor Pool	11,612	11,744	12,005	-	12,005	12,053

Leon County Fiscal Year 2022 Tentative Budget

Non-Operating

Total Revenues	28,902,459	29,873,531	32,253,402	410,081	32,663,483	33,979,726

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Other Non-Operating	4.50	4.50	4.50	-	4.50	4.50
Total Full-Time Equivalents (FTE)	4.50	4.50	4.50	-	4.50	4.50

Line Item Funding Summary

Annually during the budget process (by March 31), staff recommends the amount of funding available for specific outside agencies. For FY 2022, the Board approved the allocation of line item funding as follows:

Homeless Shelter (Capital Costs) $100,000 (Additional Year 3 of 5 year commitment)

Event Sponsorships
County Tabling at Community Events $25,000
Dr. Martin Luther King Celebration $4,500
Celebrate America 4th of July Celebration $2,500
Frenchtown Soul Santa $2,500
Walker Ford Soul Santa $1,500
NAACP Freedom Fund Banquet $1,000

Agencies previously budgeted in this section of budget were evaluated and, based on the reviews; the remaining agencies were realigned to the respective departments for the administration of contracts:

Office of Human Services and Community Partnerships
United Partners for Human Services $23,750
Whole Child Leon Project $38,000

Office of Strategic Initiatives
Oasis Center/Commission on Status for Women $20,000

Office of Management and Budget
Tallahassee Trust for Historic Preservation $63,175

Office of Sustainability
Apalachee Regional Planning Council (ARPC) $8,800

Office of Intervention and Detention Alternatives
DISC Village/Juvenile Assessment Center $222,759
Domestic Violence Coordinating Council $25,000

Parks and Recreation
Tallahassee Senior Citizens Foundation $179,000

Animal Control
St. Francis Wildlife Association $71,250

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Grants-in-Aid	126,885	100,000	100,000	-	100,000	100,000
Total Budgetary Costs	126,885	100,000	100,000	-	100,000	100,000

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Line Item - Human Service Agencies (001-888-569)	126,885	100,000	100,000	-	100,000	100,000
Total Budget	126,885	100,000	100,000	-	100,000	100,000

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	126,885	100,000	100,000	-	100,000	100,000
Total Revenues	126,885	100,000	100,000	-	100,000	100,000

Line Item Funding - Line Item - Human Service Agencies (001-888-569)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Grants-in-Aid	126,885	100,000	100,000	-	100,000	100,000
Total Budgetary Costs	126,885	100,000	100,000	-	100,000	100,000

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	126,885	100,000	100,000	-	100,000	100,000
Total Revenues	126,885	100,000	100,000	-	100,000	100,000

Line item funding is budgeted at level funding with continued funding for the third payment of a five year agreement with the Kearney Center to allocate $100,000 annually to assist with capital debt service cost of the homeless shelter facility.

Fire Control Summary

During FY 2009, the County entered into an interlocal agreement for a functionally consolidated Fire and Emergency Medical Services program with the City of Tallahassee. In FY 2010, the Board approved placing the fire service on the tax bill for property owners who did not pay the fee via the established billing system. Direct billing by the City of Tallahassee is still the primary source for the collection of this fee. The original fire service fee was adopted by resolution on June 9, 2009. A new fire service fee, based upon a contracted fire service fee study, was adopted by the Board on May 26, 2015. In 2021, the City of Tallahassee raised the fire service fee by 15%. The County, in Lieu of raising the fire service fee and as part of the Multi-Year Fiscal Plan, will utilize debt service savings to support the increase. At the May 25, 2021 Budget Workshop, the Board authorized an amendment to the Fire Service agreement to conduct a joint fire fee study in FY 2023 to be implemented during the FY 2024 budget process. Therefore, for next fiscal year (FY 2022), the recommended budget includes redirecting the debt service savings in support of the $1.4 million increase in the fire services payment to the City.

Billing for these services in the unincorporated area is through the City electric bill, or quarterly direct billing for properties not served by City utilities. Property owners who do not respond to direct billing will have the fee placed on their tax bill in subsequent years. Approximately 13,894 or 65% of property owners in Leon County who originally were on the quarterly billing method pay the fire service fee through their property tax bill. The increase costs associated with payment to the city of Tallahassee for fire services include: movement of delinquent quarterly bills in the unincorporated area to the property tax bill for collection; and new construction resulting in increased collection of fire assessment fees.

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	8,416,726	8,834,283	10,357,634	-	10,357,634	10,690,230
Capital Outlay	138,286	-	-	-	-	-
Total Budgetary Costs	8,555,012	8,834,283	10,357,634	-	10,357,634	10,690,230

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Fire Services Payment (145-838-522)	8,135,265	8,351,804	9,875,155	-	9,875,155	10,207,751
Volunteer Fire Department (145-843-522)	419,747	482,479	482,479	-	482,479	482,479
Total Budget	8,555,012	8,834,283	10,357,634	-	10,357,634	10,690,230

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
145 Fire Services Fee	8,555,012	8,834,283	10,357,634	-	10,357,634	10,690,230
Total Revenues	8,555,012	8,834,283	10,357,634	-	10,357,634	10,690,230

Cost Allocations Summary

Cost allocations are a method for the County to distribute general and administrative costs throughout the organization. On an annual basis, the County engages a cost plan consultant to determine the appropriate distribution of costs. These are costs incurred by the General Fund on behalf of the entire organization. Costs include such items as Purchasing, Facilities Management, Human Resources, Office of Management & Budget, the County Attorney's Office, Management Information Systems and other non-departmental costs.

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	-	-	-	-	-	-
Total Budgetary Costs	-	-	-	-	-	-

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Indirect Costs - Building Inspections (120-499-524)	424,000	480,000	415,000	-	415,000	427,000
Indirect Costs - County Government Annex (165-499-519)	24,000	24,000	24,000	-	24,000	25,000
Indirect Costs - Emergency 911 (130-499-525)	50,000	63,000	79,000	-	79,000	81,000
Indirect Costs - EMS (135-499-526)	1,406,000	1,408,000	1,447,000	-	1,447,000	1,490,000
Indirect Costs - Fire Services (145-499-522)	31,000	33,000	36,000	-	36,000	37,000
Indirect Costs - General Fund (001-499-519)	(7,144,000)	(7,326,000)	(7,562,000)	-	(7,562,000)	(7,791,000)
Indirect Costs - Growth Management (121-499-537)	602,000	600,000	600,000	-	600,000	618,000
Indirect Costs - Huntington Oaks Plaza (166-499-519)	8,000	10,000	10,000	-	10,000	10,000
Indirect Costs - Insurance Service (501-499-596)	40,000	31,000	34,000	-	34,000	35,000
Indirect Costs - Judicial Programs (117-499-601)	1,000	1,000	1,000	-	1,000	1,000
Indirect Costs - Municipal Services (Animal Control)	183,000	183,000	229,000	-	229,000	236,000
Indirect Costs - Municipal Services (Parks & Recreation)	637,000	636,000	649,000	-	649,000	668,000
Indirect Costs - Probation Services (111-499-523)	630,000	630,000	630,000	-	630,000	649,000
Indirect Costs - Radio Communications (131-499-519)	5,000	-	-	-	-	-
Indirect Costs - Solid Waste (401-499-534)	600,000	577,000	611,000	-	611,000	629,000
Indirect Costs - Stormwater Utility (123-499-538)	432,000	540,000	471,000	-	471,000	485,000
Indirect Costs - Teen Court (114-499-662)	8,000	10,000	12,000	-	12,000	12,000
Indirect Costs - Tourism Development (160-499-552)	221,000	276,000	238,000	-	238,000	250,000
Indirect Costs - Transportation Trust (106-499-541)	1,842,000	1,824,000	2,076,000	-	2,076,000	2,138,000
Total Budget	-	-	-	-	-	-

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	(7,144,000)	(7,326,000)	(7,562,000)	-	(7,562,000)	(7,791,000)
106 Transportation Trust	1,842,000	1,824,000	2,076,000	-	2,076,000	2,138,000
111 Probation Services	630,000	630,000	630,000	-	630,000	649,000
114 Family Law Legal Services	8,000	10,000	12,000	-	12,000	12,000
117 Judicial Programs	1,000	1,000	1,000	-	1,000	1,000
120 Building Inspection	424,000	480,000	415,000	-	415,000	427,000
121 Development Support & Environmental Management	602,000	600,000	600,000	-	600,000	618,000
123 Stormwater Utility	432,000	540,000	471,000	-	471,000	485,000
130 9-1-1 Emergency Communications	50,000	63,000	79,000	-	79,000	81,000
131 Radio Communication Systems	5,000	-	-	-	-	-
135 Emergency Medical Services MSTU	1,406,000	1,408,000	1,447,000	-	1,447,000	1,490,000
140 Municipal Service	820,000	819,000	878,000	-	878,000	904,000
145 Fire Services Fee	31,000	33,000	36,000	-	36,000	37,000
160 Tourism Development	221,000	276,000	238,000	-	238,000	250,000
165 County Government Annex	24,000	24,000	24,000	-	24,000	25,000
166 Huntington Oaks Plaza	8,000	10,000	10,000	-	10,000	10,000
401 Solid Waste	600,000	577,000	611,000	-	611,000	629,000
501 Insurance Service	40,000	31,000	34,000	-	34,000	35,000
Total Revenues	-	-	-	-	-	-

Risk Allocations Summary

The County maintains an internal services fund for risk management. The fund derives its revenue from workers' compensation contributions and allocations from various funds based on liability allocations (i.e. property insurance).

The amounts reflected below are the allocations for property and liability. Workers' Compensation is charged directly to each department's Personnel Services budget.

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	1,073,250	1,149,545	1,369,688	-	1,369,688	1,376,066
Total Budgetary Costs	1,073,250	1,149,545	1,369,688	-	1,369,688	1,376,066

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Building Inspection (120-495-524)	9,764	11,362	13,156	-	13,156	13,286
County Government Annex - Risk (165-495-519)	39,593	39,608	36,349	-	36,349	36,355
EMS - Risk (135-495-526)	63,229	67,722	76,376	-	76,376	77,061
Fine & Forfeiture - Risk (110-495-689)	232,956	248,127	430,793	-	430,793	431,889
Fleet Maintenance - Risk (505-495-591)	9,414	9,429	9,655	-	9,655	9,703
General Fund - Risk (001-495-519)	531,639	542,580	547,335	-	547,335	549,873
Grants - Risk (125-495-595)	1,786	1,844	2,143	-	2,143	2,165
Growth Management - Risk (121-495-537)	17,584	16,689	19,099	-	19,099	19,279
Huntington Oaks - Risk (166-495-519)	12,455	12,456	11,396	-	11,396	11,396
Insurance Service - Risk (501-495-596)	-	461	536	-	536	542
Judicial Programs - Risk (117-495-569)	1,242	1,641	2,331	-	2,331	2,355
Municipal Services - Risk (140-495-572)	22,729	35,445	36,457	-	36,457	36,656
Probation Services - Risk (111-495-523)	20,828	25,076	22,931	-	22,931	23,139
Solid Waste - Risk (401-495-534)	20,751	20,057	21,434	-	21,434	21,574
Stormwater Utility - Risk (123-495-538)	-	19,736	22,941	-	22,941	23,170
Supervisor of Elections - Risk (060-495-513)	11,047	16,677	26,819	-	26,819	26,925
Teen Court - Risk (114-495-662)	1,099	1,333	900	-	900	906
Tourism Development - Risk (160-495-552)	5,364	5,485	6,432	-	6,432	6,496
Transportation Trust - Risk (106-495-541)	71,771	73,817	82,275	-	82,275	82,966
VFD Fire Services - Risk (145-495-552)	-	-	330	-	330	330
Total Budget	1,073,250	1,149,545	1,369,688	-	1,369,688	1,376,066

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	531,639	542,580	547,335	-	547,335	549,873
060 Supervisor of Elections	11,047	16,677	26,819	-	26,819	26,925
106 Transportation Trust	71,771	73,817	82,275	-	82,275	82,966
110 Fine and Forfeiture	232,956	248,127	430,793	-	430,793	431,889
111 Probation Services	20,828	25,076	22,931	-	22,931	23,139
114 Family Law Legal Services	1,099	1,333	900	-	900	906
117 Judicial Programs	1,242	1,641	2,331	-	2,331	2,355
120 Building Inspection	9,764	11,362	13,156	-	13,156	13,286
121 Development Support & Environmental Management	17,584	16,689	19,099	-	19,099	19,279
123 Stormwater Utility	-	19,736	22,941	-	22,941	23,170
125 Grants	1,786	1,844	2,143	-	2,143	2,165
135 Emergency Medical Services MSTU	63,229	67,722	76,376	-	76,376	77,061
140 Municipal Service	22,729	35,445	36,457	-	36,457	36,656
145 Fire Services Fee	-	-	330	-	330	330
160 Tourism Development	5,364	5,485	6,432	-	6,432	6,496
165 County Government Annex	39,593	39,608	36,349	-	36,349	36,355
166 Huntington Oaks Plaza	12,455	12,456	11,396	-	11,396	11,396
	20,751	20,057	21,434	-	21,434	21,574

Leon County Fiscal Year 2022 Tentative Budget

Non-Operating

401 Solid Waste							
501 Insurance Service		-	461	536	-	536	542
505 Motor Pool		9,414	9,429	9,655	-	9,655	9,703
	Total Revenues	1,073,250	1,149,545	1,369,688	-	1,369,688	1,376,066

Increase to Program Funding:

1. An increase in cost allocations to fund the rise in cost of general liability, vehicle and aviation insurance premiums, offset by a decrease in the cost for property insurance.

Workers' Comp Risk Management (501-821-596)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	4,045,580	3,842,403	4,617,064	-	4,617,064	4,653,399
Capital Outlay	24,566	-	-	-	-	-
Total Budgetary Costs	4,070,146	3,842,403	4,617,064	-	4,617,064	4,653,399

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
501 Insurance Service	4,070,146	3,842,403	4,617,064	-	4,617,064	4,653,399
Total Revenues	4,070,146	3,842,403	4,617,064	-	4,617,064	4,653,399

The major variances for the FY 2022 budget are as follows:

Increases to Program Funding:
1. Payments from Departments to the County's self insurance for workers' compensation increased by $774,661 to properly fund the County's liability for the self insurance of workers' compensation claims.

Communications Summary

The Communications Trust Fund accounts for the resources and expenditures associated with the County's centralized telecommunications network, which includes the telephone and internet systems. The individual departments and agencies are assessed based on the number of Internet connections, data lines, and telephone usage within their individual areas. Cost increase is related to phone system including repair and maintenance.

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	2,462,715	3,470,867	3,704,403	-	3,704,403	3,785,551
Capital Outlay	-	137,509	137,509	-	137,509	-
Total Budgetary Costs	2,462,715	3,608,376	3,841,912	-	3,841,912	3,785,551

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Communications Trust (502-900-590)	840,325	1,368,186	1,481,141	-	1,481,141	1,519,509
MIS Automation - Animal Control (140-470-562)	-	3,745	3,860	-	3,860	3,860
MIS Automation - Building Inspection (120-470-524)	943	3,710	4,290	-	4,290	4,290
MIS Automation - EMS Fund (135-470-526)	-	17,375	20,640	-	20,640	20,640
MIS Automation - General Fund (001-470-519)	-	305,320	325,200	-	325,200	325,200
MIS Automation - Growth Management (121-470-519)	-	18,845	20,265	-	20,265	20,265
MIS Automation - Motor Pool Fund (505-470-519)	2,198	2,315	2,350	-	2,350	2,350
MIS Automation - Parks and Recreation (140-470-572)	-	18,285	19,130	-	19,130	19,130
MIS Automation - Probation Services (111-470-523)	-	15,090	16,950	-	16,950	16,950
MIS Automation - Public Defender (110-470-603)	50,573	50,960	56,465	-	56,465	56,465
MIS Automation - Solid Waste Fund (401-470-534)	-	27,770	28,370	-	28,370	28,370
MIS Automation - State Attorney (110-470-602)	30,542	31,900	36,610	-	36,610	36,610
MIS Automation - Stormwater (123-470-538)	86	80	70	-	70	70
MIS Automation - Tourism Development (160-470-552)	7,822	8,455	8,560	-	8,560	8,817
MIS Automation - Transportation Trust (106-470-541)	-	21,390	23,980	-	23,980	23,980
MIS Automation-Risk Fund (501-470-513)	257	245	205	-	205	211
MIS Automation-SOE (060-470-513)	28,094	27,755	17,235	-	17,235	17,235
Radio Communication Systems (800 MHZ) (001-529-519)	1,501,875	1,686,950	1,776,591	-	1,776,591	1,681,599
Total Budget	2,462,715	3,608,376	3,841,912	-	3,841,912	3,785,551

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	1,501,875	1,992,270	2,101,791	-	2,101,791	2,006,799
060 Supervisor of Elections	28,094	27,755	17,235	-	17,235	17,235
106 Transportation Trust	-	21,390	23,980	-	23,980	23,980
110 Fine and Forfeiture	81,115	82,860	93,075	-	93,075	93,075
111 Probation Services	-	15,090	16,950	-	16,950	16,950
120 Building Inspection	943	3,710	4,290	-	4,290	4,290
121 Development Support & Environmental Management	-	18,845	20,265	-	20,265	20,265
123 Stormwater Utility	86	80	70	-	70	70
135 Emergency Medical Services MSTU	-	17,375	20,640	-	20,640	20,640
140 Municipal Service	-	22,030	22,990	-	22,990	22,990
160 Tourism Development	7,822	8,455	8,560	-	8,560	8,817
401 Solid Waste	-	27,770	28,370	-	28,370	28,370
501 Insurance Service	257	245	205	-	205	211
502 Communications Trust	840,325	1,368,186	1,481,141	-	1,481,141	1,519,509
505 Motor Pool	2,198	2,315	2,350	-	2,350	2,350
Total Revenues	2,462,715	3,608,376	3,841,912	-	3,841,912	3,785,551

Budgeted Reserves Summary

Each year the County sets aside, budgeted reserves and contingency funds. This is an integral part of the budgeting process allowing the County to allocate funds for unforeseeable events or market conditions such as rising fuel and energy costs. Any budgeted reserve utilized during the year must be approved by the Board of County Commissioners. In FY 2022, the increase reflects budgeted reserves increasing for the following funds: Drug Court ($202); and Huntington Oaks Plaza Fund ($10,132), offset by decreases to Solid Waste Fund ($449,772); Fine and Forfeiture ($10,000) Emergency Medical Services ($103,308); Municipal Services ($35,367); Bank of America ($5,180); and Insurance Service ($1,469).

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	7,045	-	-	-	-	-
Grants-in-Aid	2,204,702	-	-	-	-	-
Budgeted Reserves	-	908,541	297,879	-	297,879	520,491
Total Budgetary Costs	2,211,747	908,541	297,879	-	297,879	520,491

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Budgeted Reserves - BOA Building (Operating)	-	32,554	27,374	-	27,374	-
Budgeted Reserves - Drug Court (116-990-599)	-	8,392	8,594	-	8,594	8,796
Budgeted Reserves - EMS Fund (135-990-599)	-	103,308	-	-	-	-
Budgeted Reserves - Fine and Forfeiture (110-990-599)	-	10,000	-	-	-	-
Budgeted Reserves - General Fund (001-990-599)	2,211,747	200,000	200,000	-	200,000	200,000
Budgeted Reserves - Huntington Oaks (166-990-599)	-	38,329	48,461	-	48,461	43,795
Budgeted Reserves - Insurance Service (501-990-599)	-	5,819	3,450	-	3,450	10,875
Budgeted Reserves - Municipal Service (140-990-599)	-	50,367	-	-	-	-
Budgeted Reserves - Solid Waste Fund (401-990-599)	-	449,772	-	-	-	75,338
Budgeted Reserves - Transport. Trust (106-990-599)	-	-	-	-	-	171,687
Total Budget	-	10,000	10,000	-	10,000	10,000
	2,211,747	908,541	297,879	-	297,879	520,491

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	2,211,747	200,000	200,000	-	200,000	200,000
106 Transportation Trust	-	10,000	10,000	-	10,000	10,000
110 Fine and Forfeiture	-	10,000	-	-	-	-
116 Drug Abuse Trust	-	8,392	8,594	-	8,594	8,796
135 Emergency Medical Services MSTU	-	103,308	-	-	-	-
140 Municipal Service	-	50,367	-	-	-	-
160 Tourism Development	-	-	-	-	-	171,687
165 County Government Annex	-	32,554	27,374	-	27,374	-
166 Huntington Oaks Plaza	-	38,329	48,461	-	48,461	43,795
401 Solid Waste	-	449,772	-	-	-	75,338
501 Insurance Service	-	5,819	3,450	-	3,450	10,875
Total Revenues	2,211,747	908,541	297,879	-	297,879	520,491

Leon County Fiscal Year 2022 Tentative Budget

Budgeted Reserves

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-990-599 Budgeted Reserves - General Fund				
54600 Repairs And Maintenance	7,045	0	0	0
586002 Catastrophe Reserves	2,204,702	0	0	0
59900 Budgeted Contingency	0	200,000	200,000	200,000
001-990-599 Totals	2,211,747	200,000	200,000	200,000
106-990-599 Budgeted Reserves - Transport. Trust				
59900 Budgeted Contingency	0	10,000	10,000	10,000
106-990-599 Totals	0	10,000	10,000	10,000
110-990-599 Budgeted Reserves - Fine and Forfeiture				
59930 Reserve For Article V	0	10,000	0	0
110-990-599 Totals	0	10,000	0	0
116-990-599 Budgeted Reserves - Drug Court				
59930 Reserve For Article V	0	8,392	8,594	8,796
116-990-599 Totals	0	8,392	8,594	8,796
135-990-599 Budgeted Reserves - EMS Fund				
59918 Reserve For Fund Balance	0	103,308	0	0
135-990-599 Totals	0	103,308	0	0
140-990-599 Budgeted Reserves - Municipal Service				
59900 Budgeted Contingency	0	50,367	0	0
140-990-599 Totals	0	50,367	0	0
160-990-599 Budgeted Reserves - Tourism Development				
59900 Budgeted Contingency	0	0	0	171,687
160-990-599 Totals	0	0	0	171,687
165-990-599 Budgeted Reserves - BOA Building (Operating)				
59900 Budgeted Contingency	0	32,554	27,374	0
165-990-599 Totals	0	32,554	27,374	0
166-990-599 Budgeted Reserves - Huntington Oaks				
59902 Reserve For Future Projects	0	38,329	48,461	43,795
166-990-599 Totals	0	38,329	48,461	43,795
401-990-599 Budgeted Reserves - Solid Waste Fund				
59918 Reserve For Fund Balance	0	449,772	0	75,338
401-990-599 Totals	0	449,772	0	75,338
501-990-599 Budgeted Reserves - Insurance Service				
59926 Reserve For Future Liability	0	5,819	3,450	10,875
501-990-599 Totals	0	5,819	3,450	10,875
Budgeted Reserves Totals	2,211,747	908,541	297,879	520,491

Budgeted Capital Reserves Summary

Budgeted reserves reflect anticipated collection of interest in the E-911 System Capital Project Fund.

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Budgeted Reserves	-	57,570	31,255	-	31,255	31,568
Total Budgetary Costs	-	57,570	31,255	-	31,255	31,568

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
911 Capital Projects (330-990-599)	-	57,570	31,255	-	31,255	31,568
Total Budget	-	57,570	31,255	-	31,255	31,568

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
330 9-1-1 Capital Projects	-	57,570	31,255	-	31,255	31,568
Total Revenues	-	57,570	31,255	-	31,255	31,568

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 providedbelow.

Non-Operating Expenditures General Fund
These expenses include: County's annual dues (i.e. National Association of Counties, Florida Association of Counties), unemployment compensation payments, licensing (ASCAP), state fire service payments, pre-employment drug tests, payment for legal notices, annual audit expenses, and bank charges.

Summer Youth Employment
The Summer Youth Employment Program is funded by the County out of general revenue. The participants in this program are Leon County students between the ages of 14 and 21. Previously, the County's Summer Youth Training Program was aligned with CareerSource Capital Region's (CSCR) Dynamic Futures Program. Under the alignment, the County's Summer Youth Training Program would be administered through CSCR's Dynamic Futures Program which is federally funded, and approximately 40 of the County's 63 Summer Youth positions would be funded by CSCR. For FY 2021, $40,731 is allocated for the program.

Real Time Crime Center Project
This funding is for the development of a joint and centralized criminal intelligence information sharing center in partnership with the County, City of Tallahassee, and Florida State University in equal portion as part of the FY 2022 budget in the amount of $277,777. The estimated cost for the renovation and associated expenses to develop the new RTCC is $2.5 million and will be split evenly over three years for a total of approximately $833,331 each.

Other Non-Operating Expenses
For FY 2022, values in the Downtown decreased and Frenchtown Districts increased by -5.96% and 3.84% respectively overall decreasing the CRA payments by $10,093.

State Juvenile Detention Payments
The Juvenile Detention payment is a mandate authorized by the legislature in 2004. The mandate requires counties to pay the State for the predisposition of juveniles at detention facilities. Historically, costs for this program have steadily increased. During the 2016 legislative session, the disagreement between the State and Counties regarding the cost of detention sharing for juveniles was resolved, causing Leon County's share of costs to increase. For FY 2020, the aid amount was budgeted at $1,567,758. This anticipated one-time increase was caused by a backlog of available beds in juvenile residential facilities. This backlog was created when the Legislature mandated all juveniles, regardless of risk level, remain in regional detention facilities until space in a residential facility was made available. This caused the number of days for Leon County juveniles detained to increase significantly, thereby increasing the County's share of the annual cost for juvenile detention. FY 2022 payments increased in the amount of $115,128.

Drug Abuse Trust
Expenditures associated with the support of drug intervention programs overseen by the Court Administration.

800 MHZ System Maintenance
The Moving Violation Surcharge Fund is used to account for resources and expenditures associated with Leon County's participation in an intergovernmental radio communications programs previously approved by the Florida Department of Management Services. The actual expenditure is an annual payment to the City of Tallahassee and the contracted vendor for ongoing maintenance associated with the Leon County 800 MHZ radio system. FY 2021, due to the decrease in revenue and consistent increase in the general revenue subsidy, this budget was moved to the general fund. At the May 25th workshop, staff received direction to begin negotiations with Motorola for replacement of the County 800 MHZ radios in conjunction with the City of Tallahassee. The replacement will be accomplished one year earlier than the planned FY 2023 replacement due to Motorola offering favorable terms that will delay any payments until FY 2023.

Killearn Lakes Units I and II Sewer Services
This expenditure is a payment to the City of Tallahassee for the construction of a sewer system in these two subdivisions. Revenue for the payment is derived by a non-ad valorem assessment charge to individual lots. The County collects the assessments for remittance to the city.

Grant Match Funds
Matching funds are provided for contingent grants that require a certain percent of the funding required to implement or operate a program. The pledgedmatch is contingent on the grant being awarded. For FY 2022, this funding amount remains level.

Blueprint
Blueprint personnel costs for the Legal Assistant, Director of Office of Economic Vitality, and Business Development Manager and Director of Place are budgeted by the County on an annual basis due to these employees opting for County benefits. The costs are reimbursed from Blueprint with the exception of the Director of Place position which is reimbursed 50% from Blueprint and 50% from Planning. The County share's the funding of Minority, Woman and Small Business Enterprise (MWSBE) with the City, County and Blueprint providing 1/3 of the funding for this program. The Office of Economic Vitality is now fully funded from the 2020 Sales Tax Extension and no longer split funded between the City and the County.

Payment to the City of Tallahassee for Parks & Recreation
In 2005, the County and the City entered into a 15-year agreement with automatic 5 year renewals to make City parks, recreational facilities and programs fully accessible to the residents of the unincorporated area of Leon County. For FY 2022, this payment will increase $63,934 or 4.25% based on the inter-local agreement.

Leon County Fiscal Year 2022 Tentative Budget

Non-Operating

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	536,227	664,161	672,872	-	672,872	692,296
Operating	5,107,501	6,156,791	6,203,377	294,953	6,498,330	7,045,155
Grants-in-Aid	1,862,415	1,444,281	1,444,281	115,128	1,559,409	1,600,408
Total Budgetary Costs	7,506,144	8,265,233	8,320,530	410,081	8,730,611	9,337,859

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Blueprint (001-403-515)	536,227	578,609	587,316	-	587,316	606,740
CRA-Payment (001-972-559)	2,722,485	3,518,010	3,518,010	(6,034)	3,511,976	3,986,435
Drug Abuse (116-800-562)	-	84,835	89,015	-	89,015	93,480
Grant Match Funds (125-991-595)	-	90,000	90,000	-	90,000	90,000
Juvenile Detention Payment - State (110-620-689)	1,469,520	1,174,781	1,174,781	115,128	1,289,909	1,330,908
Non-Operating General Fund (001-820-519)	993,412	1,041,437	1,019,909	300,987	1,320,896	1,322,146
Payment to City- Parks & Recreation (140-838-572)	1,443,006	1,504,334	1,568,268	-	1,568,268	1,634,919
PLACE - Economic Development (001-114-512)	117,287	-	-	-	-	-
Sewer Services Killearn Lakes Units I and II (164-838-535)	224,206	232,500	232,500	-	232,500	232,500
Summer Youth Employment (001-278-551)	-	40,727	40,731	-	40,731	40,731
Total Budget	7,506,144	8,265,233	8,320,530	410,081	8,730,611	9,337,859

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	4,369,411	5,178,783	5,165,966	294,953	5,460,919	5,956,052
110 Fine and Forfeiture	1,469,520	1,174,781	1,174,781	115,128	1,289,909	1,330,908
116 Drug Abuse Trust	-	84,835	89,015	-	89,015	93,480
125 Grants	-	90,000	90,000	-	90,000	90,000
140 Municipal Service	1,443,006	1,504,334	1,568,268	-	1,568,268	1,634,919
164 Special Assessment - Killearn Lakes Units I and II Sewer	224,206	232,500	232,500	-	232,500	232,500
Total Revenues	7,506,144	8,265,233	8,320,530	410,081	8,730,611	9,337,859

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Blueprint	4.50	4.50	4.50	-	4.50	4.50
Total Full-Time Equivalents (FTE)	4.50	4.50	4.50	-	4.50	4.50

Other Non-Operating - Blueprint (001-403-515)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	536,227	578,609	587,316	-	587,316	606,740
Total Budgetary Costs	536,227	578,609	587,316	-	587,316	606,740

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	536,227	578,609	587,316	-	587,316	606,740
Total Revenues	536,227	578,609	587,316	-	587,316	606,740

Staffing Summary	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Director of Offic Economic Vitality	1.00	1.00	1.00	-	1.00	1.00
Blue Print Attorney	1.00		-	-	-	-
BluePrint R-O-W Assistant	1.00	1.00	1.00	-	1.00	1.00
Director of PLACE	0.50	0.50	0.50	-	0.50	0.50
MWBE Coordinator	1.00	1.00	1.00	-	1.00	1.00
Business Dev Mnger, AppScience	-	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	4.50	4.50	4.50	-	4.50	4.50

Budget was established for employees opting for County benefits as allowed by the inter-local agreement establishing the agency. Blueprint reimburses the personnel costs of the Legal Assistant and Director of Place positions to the County on an annual basis. This is done for accounting purposes only.

The MWBE Coordinator and Deputy Director of Engagement and Operations positions are part of the Office of Economic Vitality (OEV), which is jointly funded by the County and the City. OEV positions contribute to the County's share of funding for OEV, as specified in the inter-local agreement. The County share's the funding of MWSBE, with the City, County and Blueprint providing 1/3 of the funding for this program.

The major variances for the FY 2022 Blueprint budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, and health insurance premium rates budgeted at 6%.

Other Non-Operating - Non-Operating General Fund (001-820-519)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Personnel Services	-	50,000	50,000	-	50,000	50,000
Operating	942,010	954,437	932,909	300,987	1,233,896	1,235,146
Grants-in-Aid	51,402	37,000	37,000	-	37,000	37,000
Total Budgetary Costs	993,412	1,041,437	1,019,909	300,987	1,320,896	1,322,146

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	993,412	1,041,437	1,019,909	300,987	1,320,896	1,322,146
Total Revenues	993,412	1,041,437	1,019,909	300,987	1,320,896	1,322,146

The major variances for the FY 2022 budget are as follows:

Increases to Program Funding:
1. Other operating cost in the amount of $277,777 for Real Time Crime Center program and the Payment in Lieu of Taxes (PILOT) program in the amount of $23,010 for reimbursement to Tallahassee Housing Authority.

Other Non-Operating - CRA-Payment (001-972-559)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Operating	2,722,485	3,518,010	3,518,010	(6,034)	3,511,976	3,986,435
Total Budgetary Costs	2,722,485	3,518,010	3,518,010	(6,034)	3,511,976	3,986,435

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
001 General Fund	2,722,485	3,518,010	3,518,010	(6,034)	3,511,976	3,986,435
Total Revenues	2,722,485	3,518,010	3,518,010	(6,034)	3,511,976	3,986,435

The major variances for the FY 2022 budget are as follows:

Decrease to Program Funding:
1. Decreased operating cost in the amount of $6,034 due a 3.84% increase and a -5.96% decrease in the property values in the Frenchtown and Downtown CRA districts, respectively.

Leon County Fiscal Year 2022 Tentative Budget

Debt Service

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Leon County Fiscal Year 2022 Tentative Budget

Debt Service Schedule

General Obligation Bonds
No outstanding issues.

Description	Purpose	Pledge/ Security	Original Principal Amount	Outstanding Principal Amount	Outstanding Interest Amount	FY21/22 Principal Payment	FY21/22 Interest Payment	Remaining Principal	Final Maturity Date
Series 2017	In FY 2017, the bank loan obtained to refund the non-taxable portion of Bond Series 2005 was refinanced.	The pledged revenues for these bonds include guaranteed entitlement revenue, Local Government Half Cent Sales Tax, State Revenue Sharing, Race Track funds and other non-ad valorem revenue sources.	$15,851,000	$12,420,000	$661,991	$3,008,000	$262,062	$9,412,000	2025
Series 2020	The Bond Series 2020 Fund is a debt service fund established to account for the debt service associated with the financing of the purchase of a new helicopter for the Sheriff's office. Funding for the repayment of the debt service will be split evenly between the County and the City of Tallahassee.		$1,298,120	$1,058,634	$43,813	$239,991	$17,740	$818,643	2026
Series 2021	The Bond Series 2021 is for the purchase of the Supervisor of Elections building accordance with the Board's Real Estate Policy. The property was purchased for $5.4 million and financing for the purchase and repairs, including the roof, will be paid back over a 15-year period.		$5,400,000	$5,400,000	$823,898	$270,000	$84,083	$5,130,000	2036
ESCO Lease	Through this program the County financed $16.5M to pay for energy savings projects. All $16.5M will be recouped by the County through energy savings over the life of the projects, approximately 25 years. The financing of the project is over a 15-year term to take advantage of competitive interest rates. As such, the financing will be serviced through a combination of energy savings and $650,000 in general revenue annually.		$16,500,000	$16,500,000	$2,280,671	$920,000	$282,464	$15,580,000	2036
TOTAL			**$39,049,120**	**$35,378,634**	**$3,810,373**	**$4,437,991**	**$646,349**	**$30,940,643**	

Note: 1. Payments reflect only Principal and Interest and do not include bank fees.
2. City provided half of the annual payment of debt service to the County through an Inter-Local Agreement.

Leon County Fiscal Year 2022 Tentative Budget

Debt Service

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

The bonds or loans are secured by Non-Ad Valorem Revenue sources. None of the financing is through General Obligation Bonds. These bonds or loans have been structured to have overall level annual payments until all dates of expiration occur in 2036.

Leon County currently services two bank loans. Due to favorable interest rates, previous bonds were refinanced with bank loans. The original bonds were issued to fund the following County projects:

1. Acquisition of the Tourist Development Council Building and the Leon County Government Annex
2. Acquisition of a new helicopter for Law Enforcement which is split between the County and City
3. Acquisition of the Supervisor of Elections Building
4. Equipment lease/purchase financing agreement for the implementation of cost saving, more energy efficient, building-related capital projects.

On July 8, 2014, the Board approved a bank loan to refund the remaining Capital Improvement Revenue Refunding Bonds, Series 2005 for an estimated $1.7 million in net present value of the life of the loan. At its June 20, 2017 meeting, the Board approved the refinancing of this bank loan. The refinancing during FY 2017 provided additional savings of $489,076 over the life of the loan. FY 2020, Bond Series 2012A and 2012B reached maturity and was paid off at year end resulting in a reduced debt service for FY 2021. The County acquired two new loans for FY 2022. The acquisition of the Supervisor of Elections building and Energy Saving Performance Contractor Services (ESCO) contract. The lease financing is scheduled for 15-years. The ESCO lease will be paid through energy saving from the new equipment.

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Debt Service	7,577,482	3,529,937	5,084,340	-	5,084,340	5,204,834
Total Budgetary Costs	7,577,482	3,529,937	5,084,340	-	5,084,340	5,204,834

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Debt Service	7,577,482	3,529,937	5,084,340	-	5,084,340	5,204,834
Total Budget	7,577,482	3,529,937	5,084,340	-	5,084,340	5,204,834

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
211 Bond Series 2012A & 2012B	7,076,574	-	-	-	-	-
222 2017 Capital Improvement Revenue Refinancing	492,662	3,268,180	3,270,062	-	3,270,062	3,271,593
223 Bond Series 2020-Capital Equipment Financing	8,246	261,757	257,731	-	257,731	257,689
224 Supervisor of Elections Building	-	-	354,083	-	354,083	419,905
225 ESCO Lease	-	-	1,202,464	-	1,202,464	1,255,647
Total Revenues	7,577,482	3,529,937	5,084,340	-	5,084,340	5,204,834

Debt Service Summary

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Debt Service	7,577,482	3,529,937	5,084,340	-	5,084,340	5,204,834
Total Budgetary Costs	7,577,482	3,529,937	5,084,340	-	5,084,340	5,204,834

Appropriations	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
2014 Debt Series (222-979-582)	492,662	3,268,180	3,270,062	-	3,270,062	3,271,593
Bond Series 2012A (Tax Exempt) (211-975-582)	7,076,574	-	-	-	-	-
Bond Series 2020 (223-979-582)	8,246	261,757	257,731	-	257,731	257,689
Bond Series 2021 (224-979-582)	-	-	354,083	-	354,083	419,905
ESCO Lease (225-977-582)	-	-	1,202,464	-	1,202,464	1,255,647
Total Budget	7,577,482	3,529,937	5,084,340	-	5,084,340	5,204,834

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
211 Bond Series 2012A & 2012B	7,076,574	-	-	-	-	-
222 2017 Capital Improvement Revenue Refinancing	492,662	3,268,180	3,270,062	-	3,270,062	3,271,593
223 Bond Series 2020-Capital Equipment	8,246	261,757	257,731	-	257,731	257,689
224 Supervisor of Elections Building	-	-	354,083	-	354,083	419,905
225 ESCO Lease	-	-	1,202,464	-	1,202,464	1,255,647
Total Revenues	7,577,482	3,529,937	5,084,340	-	5,084,340	5,204,834

Debt Service - Bond Series 2012A (Tax Exempt) (211-975-582)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Debt Service	7,076,574	-	-	-	-	-
Total Budgetary Costs	7,076,574	-	-	-	-	-

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
211 Bond Series 2012A & 2012B	7,076,574	-	-	-	-	-
Total Revenues	7,076,574	-	-	-	-	-

This fund accounts for the debt service associated with the Capital Improvement Revenue Bond Series 2003A (Tax Exempt). This bond was issued to fund the acquisition of the Bank of America building and for major repairs and renovations to the existing County courthouse facility. This loan was paid and closed in FY 2020.

Debt Service - 2017 Capital Improvement Revenue Refinancing

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Debt Service	492,662	3,268,180	3,270,062	-	3,270,062	3,271,593
Total Budgetary Costs	492,662	3,268,180	3,270,062	-	3,270,062	3,271,593

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
222 2017 Capital Improvement Revenue Refinancing	492,662	3,268,180	3,270,062	-	3,270,062	3,271,593
Total Revenues	492,662	3,268,180	3,270,062	-	3,270,062	3,271,593

At the April 26, 2017 Budget Workshop the Board approved the refinancing of this bank loan. The refinancing during FY 2017 provided additional savings of $489,076 over the life of the loan.

Debt Service - Bond Series 2020 (223-979-582)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Debt Service	8,246	261,757	257,731	-	257,731	257,689
Total Budgetary Costs	8,246	261,757	257,731	-	257,731	257,689

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
223 Bond Series 2020-Capital Equipment Financing	8,246	261,757	257,731	-	257,731	257,689
Total Revenues	8,246	261,757	257,731	-	257,731	257,689

As part of the FY 2020 budget, the Board approved funding for the purchase of a helicopter to replace a 50-year-old outdated helicopter utilized at the Leon County Sheriff's office. The net cost of the helicopter and related law enforcement outfitting was $1,641,665 million, which will be split evenly between Leon County and the City of Tallahassee at $130,000 per year for seven years. The purchase will be in the form of a seven-year equipment lease. This loan will reach its maturity in FY 2026.

Debt Service - Bond Series 2021 (224-979-582)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Debt Service	-	-	354,083	-	354,083	419,905
Total Budgetary Costs	-	-	354,083	-	354,083	419,905

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
224 Supervisor of Elections Building	-	-	354,083	-	354,083	419,905
Total Revenues	-	-	354,083	-	354,083	419,905

At the December 8, 2020 meeting, the Board authorized the County Administrator to negotiate for the purchase of the property housing the Voting Operations Center in accordance with the Board's Real Estate Policy and solicit bids through the County's Financial Advisor to finance the acquisition of the property and roof replacement. The property was purchased for $3.5 million and financing for the purchase and repairs, including the roof, will be paid back over a 15-year period.

Debt Service - ESCO Lease (225-977-582)

Budgetary Costs	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
Debt Service	-	-	1,202,464	-	1,202,464	1,255,647
Total Budgetary Costs	-	-	1,202,464	-	1,202,464	1,255,647

Funding Sources	FY 2020 Actual	FY 2021 Adopted	FY 2022 Continuation	FY 2022 Issues	FY 2022 Budget	FY 2023 Budget
225 ESCO Lease	-	-	1,202,464	-	1,202,464	1,255,647
Total Revenues	-	-	1,202,464	-	1,202,464	1,255,647

Through this program the County financed $16.5M to pay for energy savings projects. All $16.5M will be recouped by the County through energy savings over the life of the projects, approximately 25 years. The financing of the project is over a 15-year term to take advantage of competitive interest rates. As such, the financing will be serviced through a combination of energy savings and $650,000 in general revenue annually.

Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

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Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

Project Index

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Capital Improvement Program Overview

Capital Improvement Program (CIP)

The capital improvement program is a resource that helps Leon County government ensure that decisions on projects and funding are made wisely and in a well-planned manner. The quality of life for a Leon County resident depends on the reliability of transportation, the performance of the stormwater system, the efficiency of waste disposal, the accessibility of culture and recreation, and many other essential public services.

High quality service levels can be achieved through the proper planning and provision of the replacement, maintenance and enhancement of the County's capital assets. In accordance with Florida Statute Chapter 125.74(1)(d), the County Administrator is annually responsible to prepare and submit a capital budget and capital improvement program to the Board.

Capital Assets

A capital asset is a new or rehabilitated physical asset that is nonrecurring and has a useful life of more than five years and costs at least $20,000.

Capital Project

A capital project is undertaken to acquire a capital asset. Examples include the construction, maintenance, and/or renovations to public buildings as well as improvements to stormwater and transportation systems.

Capital Improvement Program

Capital infrastructure is essential to the Leon County community. Leon County's capital improvement program is a multi-year program that identifies capital projects to be funded during a five year period. It specifies each capital project to be undertaken, the year it will begin, the anticipated expenses for each year and the method of financing.

Projects and financing sources in the capital improvement program for years other than the current budget year (commonly called "out-years" or "planned years") are not authorized until the annual budget for those years is legally adopted. The out-years serve only as a guide for future planning and are subject to further review and modification.

Annual Capital Budget

The annual capital budget represents the first year of a capital improvement program. It is the appropriation of capital spending legally adopted by the Board. The annual capital budget is adopted in conjunction with Leon County's annual operating budget and provides legal authority to proceed with specific projects.

Program Preparation

Each fiscal year, the Office of Management and Budget facilitates the preparation of a capital improvement program. Officials, administrators, and staff of Leon County government all assist in this process. The preparation process includes the following:

I. Assessment of Capital Needs
(Department/Division Staff)
- Prepare an inventory
- Evaluate whether to repair or replace facilities and/or equipment
- Identify future needs

II. Identification of Capital Projects
(Commission, Administration, Department/Division Staff)
- Review status of current projects
- Develop information for new projects
- Submit project requests

III. Financial Analysis
(Administration and OMB)
- Evaluate financial conditions
- Forecast financial trends
- Evaluate funding options

IV. Evaluation & Planning of Capital Projects
(Administration and OMB)
- Review and prioritize project requests
- Select projects and project schedules
- Determine project funding sources

V. Adoption of Capital Improvement Program & Annual Capital Budget
(Commission, Administration, and OMB)
- Prepare and submit tentative program and budget to Commission
- Hold public hearings
- Revise and prepare final program and budget for adoption

VI. Implementation & Monitoring of Annual Capital Budget
- October 1 through September 30
- Departmental Biannual Project Status Reports

Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

Capital Improvement Program Overview

The following is a brief description of the information contained in the Capital Improvement Program. A Project Index can be found on page 25-2.

The remainder of this section contains information, analysis and summaries about Leon County's capital budget and capital Improvement program.

- **Capital Improvement Program Analysis:** Brief analysis of the FY 2022-2026 capital improvement program.
- **Capital Projects by Managing Division:** Summary table of all capital improvement projects organized by managing division.
- **FY 2021 Anticipated Carryforward Projects:** Summary table of all capital improvement projects that are anticipated to be carryforward from one fiscal year into the next.
- **Operating Budget Impacts:** General description and summary table of estimated impacts capital projects are anticipated to have on the operating budget.

Capital Project Sections

Each section represents the service type of the capital projects it contains. The Capital Improvement Program consists of five service types: Culture & Recreation, General Government, Health & Safety, Physical Environment, and Transportation. Included in each section is an overview with a brief analysis, an index of the projects and a detail sheet for any project with planned activity in any fiscal year from FY 2022 to FY 2026. The project detail sheets each provide the following:

General Information

Includes project title, managing division, project number, service type, project status, description/justification and, if applicable, project location map and photo.

Strategic Plan Information

Each project identifies what Strategic Priority(s) it works toward. If applicable, each project notes if it works toward fulfilling one or more of the Board's Strategic Initiatives. The Leon County Board of County Commissioner's Strategic Priorities and Initiatives are further explained in the LEADS/ Strategic Plan section.

Policy/Comprehensive Plan Information

Non-comprehensive Plan Related Projects - relevant policy, law, mandate, ordinance, master plan, initiative, etc.

Comprehensive Plan Related Projects

Identifies whether the project is in the capital improvement element of the comprehensive plan, the improvements (stormwater, parks & recreation, roads), level of service standard for the improvement, current level of service, level of service upon completion of the improvement, etc.

Financial Information

Includes funding sources, past expenditures through FY 2020, FY 2021 adjusted budget and FY 2021 year-to-date expenditures, FY 2022 budget, FY 2022 – FY 2026 planned budget, FY 2022 – FY 2026 total, total project cost, and estimates of any anticipated impacts on the operating budget.

Capital Improvement Program Analysis

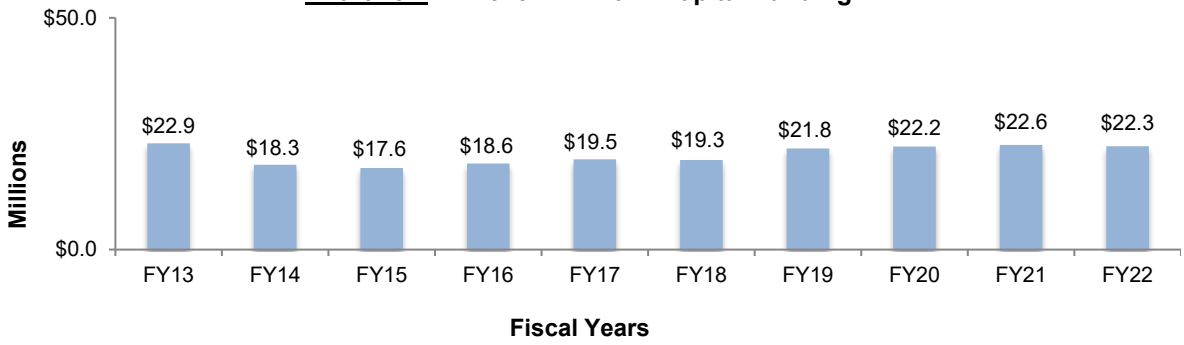
FY 2022 through FY 2026 Capital Budget

Chart 25.1 shows the capital funding for each fiscal year from FY 2013 through FY 2022. The total FY 2022 capital budget is **$22,267,694 ($22,236,439 in capital projects and $31,255 in budgeted reserves)**. Including the budgeted reserves, this is a 1.75% decrease from the adopted FY 2021 capital budget of $22,663,338.

The FY 2022 – FY 2026 Capital Improvement Plan is primarily focused on maintaining the County's infrastructure of buildings, including over 2.3 million square feet of County facilities, 3,685 acres of greenways and parks, as well as, roadway resurfacing and stormwater drainage maintenance. At its May 25, 2021 Budget Workshop, the Board approved the plan to implement the Essential Libraries Initiative with a five-year budget impact of $1.6 million. In addition, the Board approved the allocation of $12.6 million of American Rescue Plan Act (ARPA) funding for infrastructure improvements and $3.6 million to balance the capital budget. In January 2020, Leon County began collecting its share of the Blueprint 2020 sales tax extension. As previously approved by the Board, the County's ten percent share of the sales tax will be used for road resurfacing, and intersection and safety improvements. A new component of this sales tax is an additional two percent dedicated to Livable Infrastructure for Everyone (L.I.F.E.). The first year of L.I.F.E funding was in FY 2020, and projects had to be adjusted to reflect the loss of sales tax revenue related to COVID-19 and reduced spending on taxable goods. FY 2021 is showing a rebound in revenues collected, and this increase is projected in FY 2022. For FY 2022, L.I.F.E. funding has been established for the various projects totaling $1,004,942.

The following illustrates the Capital Improvement Program funding levels since FY 2013.

Chart 25.1 FY 2013 – FY 2022 Capital Funding



The capital projects planned for FY 2022 include transportation and stormwater maintenance, sidewalk construction, general county maintenance and improvements, fleet maintenance, technology upgrades, and parks and recreation maintenance and improvements. In developing the proposed five-year capital improvement program, the County continues to focus the limited resources of the County towards maintaining aging infrastructure. A large portion of the projected maintenance budget supports aging facilities. In particular, the County has a number of older large buildings (Detention Facility, Sheriff's Evidence Facility, Supervisor of Elections Building, Courthouse and Annex, Main Library, and Cooperative Extension Building) that are operating with equipment near or at their end-of-life use.

Due to COVID-19, the reduction in general revenue support in FY 2021 was offset through one-time budget reductions which provided $2.0 million in capital fund balance, setting the general revenue support at $5.0 million. Given the continued financial impacts of the pandemic, County funding is not available to increase the general revenue transfer to the capital program. Therefore, the FY 2022 budget maintains the general revenue support at $5.0 million. However, to ensure the County's aging infrastructure is adequately maintained and funded, the FY 2022 budget utilizes $3.6 million in ARPA funding to balance the capital budget. The capital budget is focused on maintaining the County's building infrastructure, including the Detention Facility, stormwater systems, the technology environment, and parks. Allocating these ARPA funds for capital projects, allows for the maintenance of the County's infrastructure, while waiting for the economy and the County's revenue streams to rebound. The FY 2022 overall capital program decreased by 1.75% from FY 2021. Significant projects include: $4.28 million for Arterial/Collector/Local Road resurfacing; $2.02 million for the Detention Center; $1.18 million in EMS vehicle replacements; $2.5 million for the Sidewalk Program; $550,000 for County Compute Infrastructure; $400,000 for the Essential Libraries Initiative; and additional funding for information technology infrastructure improvements with $100,000 for Large Application Upgrades and $140,000 for Remote Server Center Improvements.

Capital Improvement Program Analysis

Service Types

Chart 25.2 illustrates the service types of the projects in the FY 2022 capital budget. *Chart 25.3* shows the service types of the projects in the FY 2022 – FY 2026 Capital Improvement Program. The Capital Improvement Program continues to allocate the majority of funds on transportation projects. Budgeted reserves are not reflected below.

Chart 25.2
FY 2022 Service Types

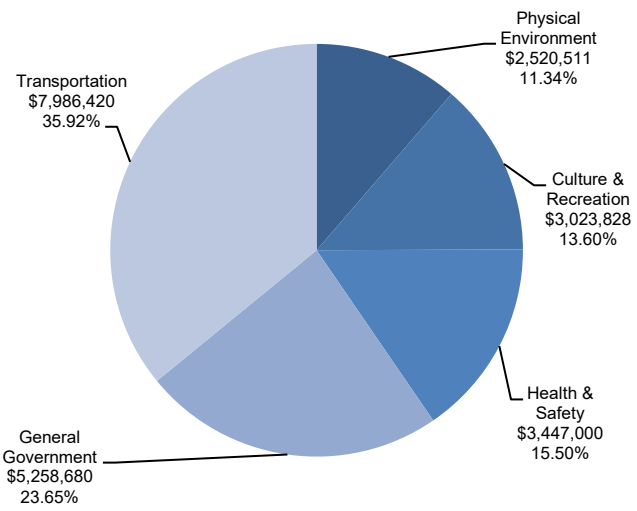
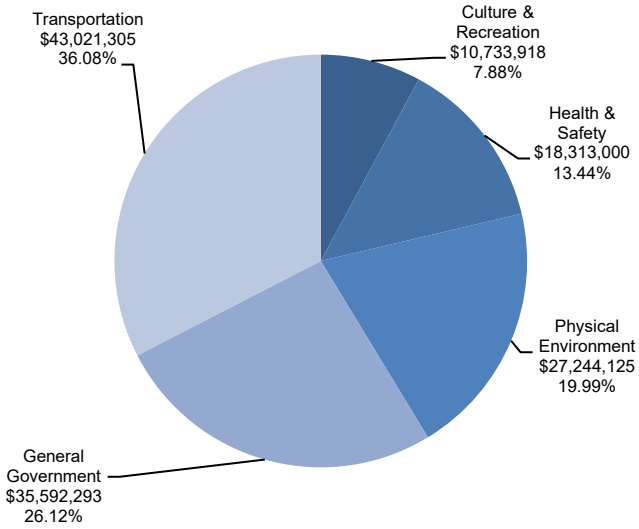


Chart 25.3
FY 2022 – FY 2026 Service Types



Project Funding Sources

Table 25.1 shows the project funding sources for the FY 2022 capital budget and the FY 2022 – FY 2026 capital improvement program. Capital Improvements (Fund 305) and Sales Tax Extension 2020 (Fund 351) are the primary sources of funding for the FY 2022 capital budget, with $11,088,066 (49.86%) and $4,354,800 (19.58%) respectively. Capital Improvements (Fund 305) is the primary source of funding for FY 2022 – FY 2026, totaling $63,994,673 (46.97%). The table does not reflect budgeted reserves.

Table 25.1 FY 2022 – FY 2026 Project Funding Sources

Funding Source	FY 2022 Planned	%	FY 2022 – FY 2026 Program	%
Capital Improvements (Fund 305)	$11,088,066	49.86%	$63,994,673	46.97%
Transportation Improvements (Fund 306)	$2,456,620	11.05%	$17,386,326	12.76%
Sales Tax Extension 2020 (Fund 351)	$4,354,800	19.58%	$22,891,200	16.80%
Sales Tax Extension 2020 JPA (Fund 352)	$2,254,942	10.14%	$20,032,514	14.70%
EMS MSTU (Fund 135)	$1,205,000	5.42%	$7,493,000	5.50%
Solid Waste (Fund 401)	$627,011	2.82%	$3,608,149	2.65%
Bank of America (Fund 165)	$250,000	1.12%	$850,000	0.62%
Total	**$22,236,439**	**100%**	**$136,255,862**	**100%**

Capital Improvement Program Analysis

In November 2014, Leon County residents approved a referendum providing a second extension of the 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. The extension commits 80% of the revenues for Blueprint infrastructure projects, Blueprint Economic Development programs, and Livable Infrastructure for Everyone (LIFE) projects and will be jointly administered and funded by Leon County and the City of Tallahassee. The Blueprint Joint Participation Agreement (BP 2020 JPA) revenue supports other County infrastructure projects funded through the County share of the revenue.

The BP 2020 JPA revenue, accounted for in Fund 352, will be used for water quality and stormwater and sidewalks. The County's share of the dedicated water quality funding from the future JPA proceeds supports a number of strategic initiatives to address septic upgrades and sewer conversion projects in the primary spring protection zone. Over the past several years, the County has utilized existing capital project reserves to match state grant funds in support of the septic to sewer projects. The 2% for L.I.F.E. is allocated for Miccosukee Sense of Place, rural road stabilization, street lighting, boat landing enhancements, and recreational amenities. The remaining 20% of the sales tax extension will be split evenly between the County and the City. The County's 10% share, accounted for in Fund 351 (Sales Tax Extension 2020), will be used for transportation resurfacing and intersection safety improvement projects and other statutorily authorized uses approved by the County.

Reserves for Capital Projects

As a financial best practice and to avoid the cost associated with borrowing, Leon County annually evaluates fund balance levels to determine the availability of funds to support the capital program. In FY 2021, the Federal Government passed the American Rescue Plan Act (ARPA) as the next economic support tool to assist state and local governments. ARPA was established to provide $350 billion to state, local, territory and tribal governments to remedy the increasing costs to provide critical local government services and the decline in revenues. Leon County received $57.02 million in ARPA funding. The ARPA funding allows Leon County to mitigate revenue losses and buttress the capital infrastructure program including the restoration of prior year project deferrals. For FY 2022, $3.6 million in ARPA funding were appropriated to support the capital program and for FY 2023, $6.6 million in funding was planned for budgeting. In addition, the transportation capital budget uses $440,450 in existing fund balance to support transportation capital projects. For the past several years, the County has utilized existing capital project reserves to match state grant funds in support of the septic to sewer projects. $6.5 million of the water quality funding will be used to pay back this advanced funding. $2.125 million is paid back through a transfer from the JPA fund budgeted in FY 2022 to support the general capital program. The capital reserves were used to provide "cash flow" until such time as the County's share of the water quality funding from the new sales tax becomes available. Using the capital reserves eliminated the need for the County to issue debt or borrow funds.

For five years following the recession Leon County did not experience any property value growth until a modest 3.0% increase occurred in FY 2015 and FY 2016 followed by 4% in FY 2017, 5% in FY 2018 and 6.56% in FY 2019. In FY 2020, property values increased by 6.05% and last year they increased by 6.8%. These increased values provided funds that covered the inflationary costs of basic government service levels and allowed for increasing the recurring revenue to the capital program. Due to less than expected growth in property taxes in FY 2022 (4.05%), the transfer to the capital program was not increased in FY 2022 as previously planned. The addition of the ARPA funding allowed FY 2023 to be balanced utilizing a general revenue transfer of $6.10 million, compared to $7.4 million in FY 2020 and $5.1 million in FY 2021. The remaining outyears reflect the transfer of recurring general revenue to fund capital projects averaging an increase of $10.4 million by FY 2026.

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Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

Capital Improvement Program Analysis

New Capital Projects

Table 25.2 indicates new projects for the FY 2022 capital budget and the FY 2022 – FY 2026 capital improvement program. Four projects totaling $668,000 will be funded in FY 2022. For the five-year period, a total of $2,397,321 is budgeted for the new projects. The budgets include outyear funding for improvements related to the Essential Libraries Initiative.

Table 25.2 FY 2022 – FY 2026 New and Revised Projects

New and Revised Projects	FY 2022 Planned	%	FY 2022 – FY 2026 Program	%
Large Application Refreshes and Upgrades	100,000	14.97%	550,000	22.94%
Remote Server Center (RSC) Improvements	140,000	20.96%	219,321	9.15%
Pavement Management System	28,000	4.19%	28,000	1.17%
Essential Libraries Initiative	400,000	59.88%	1,600,000	66.74%
Total	**$668,000**	**100%**	**$2,397,321**	**100%**

Management of Capital Projects

Table 25.3 shows the managing divisions of the FY 2022 capital budget and FY 2022 – FY 2026 capital improvement program. The listed divisions manage a total of 99 projects, but only 58 projects will receive additional funding in the FY 2022 Capital Improvement Program; the remainder is funded through the carryforward process or will receive funding in the out-years. Budgeted reserves and carryforward projects are not reflected below.

Table 25.3 FY 2022 – FY 2026 Managing Divisions

Managing Division	# of Projects	FY 2022 Planned	%	FY 2022 – FY 2026 Program	%
Engineering Services	35	$10,039,850	45.15%	$56,683,918	41.60%
Facilities Management	14	$3,394,386	15.26%	$20,189,525	14.82%
Fleet Management	11	$3,468,985	15.60%	$22,216,885	16.31%
Management Information Services	18	$2,399,695	10.79%	$17,540,263	12.87%
Parks & Recreation	11	$2,070,812	9.31%	$7,615,812	5.59%
Public Works	5	$435,200	1.96%	$10,828,810	7.95%
Solid Waste	4	$427,511	1.92%	$1,180,649	0.87%
Total	**98**	**$22,236,439**	**100%**	**$136,255,862**	**100%**

Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

Capital Projects by Managing Division

Project	Project #	FY 2020 Life to Date	FY 2021 Adj Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY22 - FY26 Total	Project Cost Total
ENGINEERING SERVICES										
2/3rds Tower Oaks Private Road Paving	057917	$74,162	$520,659	$0	$0	$0	$0	$0	$0	$594,821
Architectural & Engineering Services	086011	$625,433	$60,000	$60,000	$60,000	$60,000	$60,000	$60,000	$300,000	$985,433
Arterial/Collector and Local Road Resurfacing	056001	$48,968,240	$4,790,577	$4,279,800	$4,302,418	$4,315,232	$4,324,545	$4,441,395	$21,663,390	$75,422,207
Baum Road Drainage Improvements	054011	$39,218	$1,116,782	$0	$0	$0	$0	$0	$0	$1,156,000
Belair-Annawood Septic to Sewer	062007	$888,139	$4,068,632	$0	$0	$0	$0	$0	$0	$4,956,771
Community Safety & Mobility	056005	$8,927,614	$1,207,579	$0	$100,000	$0	$100,000	$0	$200,000	$10,335,193
Comprehensive Wastewater Treatment Project	062006	$0	$500,000	$0	$0	$0	$0	$0	$0	$500,000
Detention Facility Complex Maintenance	086031	$11,690,116	$2,644,439	$2,092,000	$2,107,000	$2,126,000	$1,860,000	$1,610,000	$9,795,000	$24,129,555
DOT Old Bainbridge Rd. I-10 to CC NW	053010	$0	$453,674	$0	$0	$0	$0	$0	$0	$453,674
DOT Old Bainbridge Rd. @ CC NW	053011	$0	$160,000	$0	$0	$0	$0	$0	$0	$160,000
Fords Arm - Lexington Pond Retrofit	063005	$6,677,092	$830,974	$0	$200,000	$600,000	$0	$0	$800,000	$8,308,066
Intersection and Safety Improvements	057001	$8,807,392	$4,573,183	$0	$0	$100,000	$150,000	$150,000	$400,000	$13,780,575
Killearn Acres Flood Mitigation	064001	$3,105,945	$483,177	$0	$225,000	$0	$0	$0	$225,000	$3,814,122
L.I.F.E. Fire Safety Infrastructure	091006	$0	$0	$0	$125,000	$0	$125,000	$125,000	$375,000	$375,000
L.I.F.E. Miccosukee Sense of Place	091004	$0	$456,430	$197,630	$205,060	$245,818	$341,950	$324,268	$1,314,726	$1,771,156
L.I.F.E. Rural Road Safety Stabilization	091003	$0	$275,000	$100,000	$100,000	$100,000	$100,000	$100,000	$500,000	$775,000
L.I.F.E. Stormwater and Flood Relief	091009	$0	$0	$0	$290,107	$400,000	$205,369	$250,000	$1,145,476	$1,145,476
L.I.F.E. Street Lighting	091005	$0	$225,000	$125,000	$125,000	$125,000	$125,000	$125,000	$625,000	$850,000
Lake Henrietta Renovation	061001	$72,209	$0	$240,000	$1,250,000	$0	$0	$0	$1,490,000	$1,562,209
Magnolia Drive Multi-Use Trail	055010	$3,171,861	$5,539,563	$0	$0	$0	$0	$0	$0	$8,711,424
Maylor Road Accessibility / Stormwater Improvements	065005	$191,175	$2,831,685	$0	$0	$0	$0	$0	$0	$3,022,860
Miccosukee Road Bridge Replacement	057918	$0	$567,500	$0	$0	$0	$0	$0	$0	$567,500
N. Florida Fairgrounds Road Milling and Resurfacing	051009	$0	$0	$0	$220,000	$0	$0	$0	$220,000	$220,000
NE Lake Munson Septic to Sewer	062008	$628,631	$13,221,436	$0	$0	$0	$0	$0	$0	$13,850,067
Pedrick Pond Stormwater Improvements	045007	$217,015	$30,902	$0	$0	$0	$0	$0	$0	$247,917
Public Works Design and Engineering Services	056011	$469,841	$184,740	$100,000	$100,000	$100,000	$100,000	$100,000	$500,000	$1,154,581
Serenity Cemetery Expansion	091002	$0	$0	$0	$190,000	$190,000	$0	$0	$380,000	$380,000
Sidewalk Program	056013	$5,333,137	$3,845,699	$2,545,420	$2,595,191	$2,647,451	$2,702,324	$2,759,940	$13,250,326	$22,429,162
Smith Creek Bike Lane Phase I	052004	$107,993	$1,337,064	$0	$0	$0	$0	$0	$0	$1,445,057
Smith Creek Bike Lane Phase II	052005	$132,207	$850,367	$0	$0	$0	$0	$0	$0	$982,574
Springhill Road Bridge Rehabilitation	051008	$0	$350,500	$0	$0	$0	$0	$0	$0	$350,500
Stormwater Infrastructure Preventative Maintenance	067006	$363,724	$1,031,276	$300,000	$800,000	$800,000	$800,000	$800,000	$3,500,000	$4,895,000
Tourist Development Building	086065	$419,903	$3,337,030	$0	$0	$0	$0	$0	$0	$3,756,933
Transportation and Stormwater Improvements	056010	$13,982,014	$4,597,956	$0	$0	$0	$0	$0	$0	$18,579,970
Woodville Sewer Project	062003	$1,594,642	$10,923,712	$0	$0	$0	$0	$0	$0	$12,518,354
Engineering Services Subtotal		**$116,487,703**	**$71,015,536**	**$10,039,850**	**$12,994,776**	**$11,809,501**	**$10,994,188**	**$10,845,603**	**$56,683,918**	**$244,187,157**
FACILITIES MANAGEMENT										
Building General Maintenance and Renovations	086079	$994,523	$1,491,377	$475,000	$405,000	$725,000	$645,000	$1,071,386	$3,321,386	$5,807,286
Building Infrastructure and Improvements	086078	$1,510,458	$1,121,856	$530,000	$1,473,060	$750,000	$1,247,800	$1,737,800	$5,738,660	$8,370,974
Building Mechanical Repairs and Improvements	086077	$1,277,897	$1,868,190	$693,000	$797,000	$696,000	$791,000	$676,000	$3,653,000	$6,799,087
Building Roofing Repairs and Replacements	086076	$686,415	$1,065,164	$568,386	$853,195	$391,536	$565,362	$825,000	$3,203,479	$4,955,058
Common Area Furnishings	086017	$493,663	$30,000	$30,000	$30,000	$30,000	$30,000	$30,000	$150,000	$673,663
Courthouse Renovations	086027	$9,880,814	$660,725	$108,000	$40,000	$40,000	$40,000	$40,000	$268,000	$10,809,539
Courthouse Security	086016	$509,261	$35,000	$80,000	$20,000	$35,000	$35,000	$35,000	$205,000	$749,261
Courtroom Minor Renovations	086007	$862,140	$78,187	$60,000	$60,000	$60,000	$60,000	$60,000	$300,000	$1,240,327
ESCO Capital Construction	086082	$0	$17,150,000	$0	$0	$0	$0	$0	$0	$17,150,000
Essential Libraries Initiative	086085	$0	$0	$400,000	$300,000	$300,000	$300,000	$300,000	$1,600,000	$1,600,000
Lake Jackson Town Center	083002	$813,469	$151,553	$0	$0	$0	$0	$0	$0	$965,022
Leon County Government Annex	086025	$26,644,736	$1,268,374	$250,000	$150,000	$150,000	$150,000	$150,000	$850,000	$28,763,110
Public Safety Complex	096016	$16,026,731	$487,030	$150,000	$150,000	$150,000	$150,000	$50,000	$650,000	$17,163,761
Solar Arrays on County Buildings	086081	$0	$100,000	$50,000	$50,000	$50,000	$50,000	$50,000	$250,000	$350,000
Facilities Management Subtotal		**$59,700,107**	**$25,507,456**	**$3,394,386**	**$4,328,255**	**$3,377,536**	**$4,064,162**	**$5,025,186**	**$20,189,525**	**$105,397,088**
FLEET MANAGEMENT										
Emergency Medical Services Vehicles & Equipment Replacement	026014	$11,087,578	$2,312,062	$1,180,000	$1,485,000	$1,565,000	$1,548,000	$1,590,000	$7,368,000	$20,767,640
Fleet Management Shop Equipment	026010	$292,170	$0	$36,500	$46,000	$18,700	$46,500	$38,700	$186,400	$478,570
General Vehicle & Equipment Replacement	026003	$5,402,343	$300,000	$562,000	$776,500	$525,000	$678,000	$447,000	$2,988,500	$8,690,843
Hazardous Waste Vehicle and Equipment Replacement	036042	$43,057	$0	$34,500	$0	$48,000	$0	$0	$82,500	$125,557
New General Vehicle & Equipment	026018	$119,245	$16,160	$155,999	$37,500	$0	$0	$0	$193,499	$328,904
New Parks/Greenways Vehicles and Equipment	046007	$954,775	$128,309	$265,986	$55,000	$0	$0	$0	$320,986	$1,404,070
Public Works Vehicle & Equipment Replacement	026005	$12,723,916	$372,000	$601,000	$1,020,000	$1,786,000	$1,001,000	$1,077,000	$5,485,000	$18,580,916
Rural Waste Vehicle and Equipment Replacement	036033	$970,204	$0	$0	$0	$30,000	$15,000	$90,000	$135,000	$1,105,204
Solid Waste Facility Heavy Equipment & Vehicle Replacement	036003	$4,209,728	$388,000	$0	$40,000	$20,000	$100,000	$130,000	$290,000	$4,887,728
Stormwater Vehicle & Equipment Replacement	026004	$7,299,985	$355,800	$468,000	$579,000	$680,000	$664,000	$856,000	$3,247,000	$10,902,785
Transfer Station Heavy Equipment Replacement	036010	$3,623,709	$436,000	$165,000	$470,000	$655,000	$230,000	$400,000	$1,920,000	$5,979,709
Fleet Management Subtotal		**$46,726,710**	**$4,308,331**	**$3,468,985**	**$4,509,000**	**$5,327,700**	**$4,282,500**	**$4,628,700**	**$22,216,885**	**$73,251,926**

*The Capital Improvement projects highlighted are fully funded. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

Capital Projects by Managing Division

Project	Project #	FY 2020 Life to Date	FY 2021 Adj Budget	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	FY22 - FY26 Total	Project Cost Total
MANAGEMENT INFORMATION SERVICES (MIS)										
County Compute Infrastructure	076008	$5,121,496	$716,127	$550,000	$620,000	$620,000	$620,000	$620,000	$3,030,000	$8,867,623
Courtroom Technology	076023	$1,612,465	$229,485	$0	$130,280	$130,280	$130,280	$130,280	$521,120	$2,363,070
E-Filing System for Court Documents	076063	$37,371	$354,480	$0	$125,000	$125,000	$125,000	$125,000	$500,000	$891,851
Emergency Medical Services Technology	076058	$384,423	$38,428	$25,000	$25,000	$25,000	$25,000	$25,000	$125,000	$547,851
Financial Hardware and Software	076001	$714,091	$82,316	$25,000	$25,000	$25,000	$25,000	$25,000	$125,000	$921,407
Geographic Information Systems	076009	$6,525,566	$306,000	$337,000	$337,000	$356,000	$356,000	$350,000	$1,736,000	$8,567,566
GIS Incremental Basemap Update	076060	$4,230,920	$358,259	$298,500	$298,500	$298,500	$298,500	$298,500	$1,492,500	$6,081,679
Justice Information System (JIS) Upgrade	076065	$0	$0	$50,000	$250,000	$1,000,000	$1,000,000	$1,000,000	$3,300,000	$3,300,000
Large Application Refreshes and Upgrades	076066	$0	$0	$100,000	$105,000	$110,000	$115,000	$120,000	$550,000	$550,000
Library Services Technology	076011	$526,712	$150,000	$287,030	$340,030	$265,030	$245,030	$60,000	$1,197,120	$1,873,832
Mobile Devices	076042	$684,376	$80,000	$30,450	$90,914	$91,391	$91,883	$92,389	$397,027	$1,161,403
Pavement Management System	076068	$0	$0	$28,000	$0	$0	$0	$0	$28,000	$28,000
Permit & Enforcement Tracking System	076015	$1,448,816	$944,683	$50,000	$200,000	$200,000	$150,000	$100,000	$700,000	$3,093,499
Public Defender Technology	076051	$634,995	$125,154	$110,500	$110,500	$110,500	$110,500	$110,500	$552,500	$1,312,649
Remote Server Center (RSC) Improvements	076067	$0	$0	$140,000	$25,750	$26,253	$27,318	$0	$219,321	$219,321
State Attorney Technology	076047	$648,554	$149,615	$158,215	$149,615	$149,615	$149,615	$149,615	$756,675	$1,554,844
Supervisor of Elections Technology	076005	$667,270	$123,350	$50,000	$50,000	$50,000	$50,000	$50,000	$250,000	$1,040,620
User Computer Upgrades	076024	$5,026,286	$290,730	$160,000	$475,000	$475,000	$475,000	$475,000	$2,060,000	$7,377,016
	MIS Subtotal	**$28,263,341**	**$3,948,627**	**$2,399,695**	**$3,357,589**	**$4,057,569**	**$3,994,126**	**$3,731,284**	**$17,540,263**	**$49,752,231**
PARKS & RECREATION										
Apalachee Regional Park	045001	$5,358,706	$3,317,539	$250,000	$100,000	$500,000	$500,000	$500,000	$1,850,000	$10,526,245
Boat Landing Improvements and Renovations	047002	$225,492	$213,428	$448,500	$0	$0	$0	$0	$448,500	$887,420
Chaires Park	046014	$9,960	$2,990,515	$0	$0	$0	$0	$0	$0	$3,000,475
Dog Parks - Unincorporated Area	046013	$117,426	$0	$0	$35,000	$0	$0	$0	$35,000	$152,426
Fred George Park	043007	$9,178,662	$479,583	$0	$0	$0	$0	$0	$0	$9,658,245
Greenways Capital Maintenance	046009	$2,437,114	$830,909	$250,000	$300,000	$300,000	$300,000	$300,000	$1,450,000	$4,718,023
L.I.F.E. Boat Landing Enhancements & Upgrades	091007	$58,564	$191,436	$80,000	$185,000	$185,000	$185,000	$185,000	$820,000	$1,070,000
L.I.F.E. Recreational Amenities	091010	$0	$200,000	$502,312	$0	$0	$0	$0	$502,312	$702,312
Parks Capital Maintenance	046001	$4,889,380	$1,188,633	$350,000	$350,000	$350,000	$350,000	$350,000	$1,750,000	$7,828,013
Playground Equipment Replacement	046006	$903,198	$129,114	$190,000	$190,000	$180,000	$0	$200,000	$760,000	$1,792,312
St. Marks Headwaters Greenway	047001	$1,059,711	$5,243,172	$0	$0	$0	$0	$0	$0	$6,302,883
	Parks & Recreation Subtotal	**$24,238,213**	**$14,784,329**	**$2,070,812**	**$1,160,000**	**$1,515,000**	**$1,335,000**	**$1,535,000**	**$7,615,812**	**$46,638,354**
PUBLIC WORKS										
Arterial & Collector Roads Pavement Markings	026015	$1,186,843	$135,200	$160,200	$135,200	$135,200	$135,200	$135,200	$701,000	$2,023,043
Blueprint 2020 Water Quality & Stormwater	067003	$0	$0	$0	$2,125,000	$2,125,000	$2,125,000	$2,125,000	$8,500,000	$8,500,000
FDEP Springs Restoration Project	125-927128	$111,403	$1,388,597	$0	$0	$0	$0	$0	$0	$1,500,000
Open Graded Hot Mix Maintenance and Resurfacing	026006	$15,275,664	$100,000	$75,000	$161,632	$159,968	$215,605	$215,605	$827,810	$16,203,474
Stormwater Pond Repairs	066026	$1,417,625	$100,000	$200,000	$300,000	$100,000	$100,000	$100,000	$800,000	$2,317,625
	Public Works Subtotal	**$17,991,535**	**$1,723,797**	**$435,200**	**$2,721,832**	**$2,520,168**	**$2,575,805**	**$2,575,805**	**$10,828,810**	**$30,544,142**
SOLID WASTE										
Household Hazardous Waste Improvements	036019	$502,940	$71,883	$0	$0	$0	$0	$150,000	$150,000	$724,823
Landfill Closure	036043	$2,994,073	$7,932,532	$0	$0	$0	$0	$0	$0	$10,926,605
Landfill Improvements	036002	$1,720,545	$74,601	$0	$0	$0	$0	$0	$0	$1,795,146
Transfer Station Improvements	036023	$1,177,260	$982,723	$427,511	$150,852	$150,852	$150,852	$150,582	$1,030,649	$3,190,632
	Solid Waste Subtotal	**$6,394,818**	**$9,061,739**	**$427,511**	**$150,852**	**$150,852**	**$150,852**	**$300,582**	**$1,180,649**	**$16,637,206**
Total Capital Improvement Program		**$299,802,427**	**$130,349,815**	**$22,236,439**	**$29,222,304**	**$28,758,326**	**$27,396,633**	**$28,642,160**	**$136,255,862**	**$566,408,104**

*The Capital Improvement projects highlighted are fully funded. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

FY 2021 Anticipated Carryforward Projects

Table 25.4 is a schedule of the anticipated carryforward projects for FY 2021. All projects are currently fully funded, except for those that are underlined and *italicized*, which may require future funding. It is anticipated that the funding for these projects will be carryforward from FY 2021 into FY 2022 in order to complete the projects.

Table 25.4 FY 2021 Anticipated Carryforward Projects

Project Title	FY 2020 Life to Date	FY 2021 Adjusted Budget	FY 2021 YTD Activity*
Culture & Recreation			
Apalachee Regional Park	5,358,706	3,317,539	1,566,164
Boat Landing Improvements and Renovations	225,492	213,428	-
Chaires Park	9,960	2,990,515	806,415
Fred George Park	9,178,662	479,583	2,496
Greenways Capital Maintenance	2,437,114	830,909	122,179
L.I.F.E. Boat Landing Enhancements & Upgrades	-	125,000	58,564
L.I.F.E. Recreational Amenities	-	200,000	-
Library Services Technology	526,712	150,000	14,546
New Parks/Greenways Vehicles and Equipment	954,775	128,309	15,815
Parks Capital Maintenance	4,889,380	1,188,633	69,512
Playground Equipment Replacement	903,198	129,114	-
St. Marks Headwaters Greenway	1,059,711	5,243,172	10,284
Subtotal	**$25,543,710**	**$14,996,202**	**$ 2,665,975**
General Government			
Building General Maintenance and Renovations	994,523	1,491,377	188,663
Building Infrastructure and Improvements	1,510,458	1,121,856	134,321
Building Mechanical Repairs and Maintenance	1,277,897	1,868,190	95,269
Building Roofing Repairs and Replacements	686,415	1,065,164	172,085
County Compute Infrastructure	5,121,496	716,127	31,470
Courthouse Renovations	9,880,814	660,725	45,182
Courthouse Security	509,261	35,000	1,174
Courtroom Minor Renovations	862,140	78,187	7,393
Courtroom Technology	1,612,465	229,485	52,066
E-Filing System for Court Documents	37,371	354,480	19,298
ESCO Capital Construction	-	17,150,000	12,240,178
Financial Hardware and Software	714,091	82,316	2,540
General Vehicle & Equipment Replacement	5,402,343	300,000	49,448
L.I.F.E. Miccosukee Sense of Place	-	456,430	-
Lake Jackson Town Center	813,469	151,553	61,152
Leon County Government Annex	26,644,736	1,268,374	5,218
Public Defender Technology	634,995	125,154	44,552
State Attorney Technology	648,554	149,615	72,124
Supervisor of Elections Technology	564,186	131,084	77,290
Supervisor of Elections Building Improvements	-	5,400,000	3,303,294
Tourist Development Building	419,903	3,337,030	5,583
User Computer Upgrades	5,026,286	290,730	87,435
Voting Equipment Replacement	132,000	50,000	-
Subtotal	**$63,493,403**	**$36,512,877**	**$16,695,735**
Health & Safety			
Detention Facility Complex Maintenance	11,690,116	2,644,439	161,850
Emergency Medical Services Vehicles & Equipment	11,087,578	2,312,062	945,814
Public Safety Complex	16,026,731	487,030	-
Subtotal	**$38,804,425**	**$5,443,531**	**$1,107,664**

**YTD Activity does not include encumbrances.*

Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

FY 2021 Anticipated Carryforward Projects

Project Title	FY 2020 Life to Date	FY 2021 Adjusted Budget	FY 2021 YTD Activity*
Physical Environment			
Baum Road Drainage Improvements	39,218	1,116,782	-
Belair-Annawood Septic to Sewer	888,139	4,068,632	578,676
Comprehensive Wastewater Treatment Project	-	500,000	-
FDEP Springs Restoration Project	111,403	1,388,597	329,277
Fords Arm - Lexington Pond Retrofit	6,677,092	830,974	377,155
Geographic Information Systems	6,525,566	306,000	2,060
GIS Incremental Basemap Update	4,230,920	358,259	29,887
Household Hazardous Waste Improvements	502,940	71,883	-
Killearn Acres Flood Mitigation	3,105,945	483,177	2,900
Lake Henrietta Renovation	72,209	1,172,554	-
Landfill Closure	2,994,073	7,932,532	-
Landfill Improvements	1,720,545	74,601	-
NE Lake Munson Septic to Sewer	628,631	13,221,436	60,176
Pedrick Pond Stormwater Improvements	217,015	30,902	-
Permit & Enforcement Tracking System	1,448,816	944,683	228,828
Solid Waste Facility Heavy Equipment & Vehicle Replacement	4,171,977	45,286	-
Stormwater Infrastructure Preventative Maintenance	363,724	1,031,276	2,412
Stormwater Pond Repairs	1,417,625	100,000	51,324
Stormwater Vehicle & Equipment Replacement	7,299,985	355,800	144,148
Transfer Station Heavy Equipment Replacement	3,623,709	436,000	382,500
Transfer Station Improvements	1,177,260	982,723	343,476
Woodville Sewer Project	810,431	2,190,109	676,200
Subtotal	**$48,027,223**	**$37,642,206**	**$3,209,019**
Transportation			
2/3rds Tower Oaks Private Road Paving	74,162	520,659	-
Arterial/Collector and Local Road Resurfacing	48,968,240	4,790,577	801,337
Community Safety & Mobility	8,927,614	1,207,579	398,769
DOT Old Bainbridge Rd. I-10 to CC NW	-	453,674	74,974
DOT Old Bainbridge Rd.@ CC NW	-	160,000	34,100
Intersection and Safety Improvements	8,807,392	4,573,183	75,274
L.I.F.E. Rural Road Safety Stabilization	-	275,000	27,816
L.I.F.E. Street Lighting	-	225,000	64,553
Magnolia Drive Multi-Use Trail	3,171,861	5,539,563	5,060
Maylor Road Accessibility/Stormwater Improvements	191,175	2,831,685	416,666
Miccosukee Road Bridge Replacement	-	567,500	-
Open Graded Hot Mix Maintenance and Resurfacing	15,275,664	100,000	64,671
Public Works Design and Engineering Services	469,841	184,740	23,502
Public Works Vehicle & Equipment Replacement	12,723,916	372,000	42,980
Sidewalk Program	5,333,137	3,845,699	141,518
Smith Creek Bike Lane Phase I	107,993	1,337,064	-
Smith Creek Bike Lane Phase II	132,207	850,367	-
Springhill Road Bridge Rehabilitation	-	350,500	-
Transportation and Stormwater Improvements	13,982,014	4,597,956	1,688,323
Subtotal	**$118,165,216**	**$32,782,746**	**$3,859,543**
Total Carryforward Projects	**$294,033,977**	**$127,377,562**	**$27,537,936**

**YTD Activity does not include encumbrances.*

Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

Operating Budget Impacts

The following is a general description of some of the impacts that different types of projects can have on the operating budget.

Facilities
The construction or acquisition of a new facility that increases the square footage that the County is required to maintain. This increase results in additional expenses including utilities, maintenance and custodial contracts, and repairs. New community centers and libraries are typically service enhancements, and therefore also require additional staffing, operating supplies, library materials, and machinery and equipment. A new facility may also involve the cancellation of a lease on an existing facility to help offset the increased costs.

Renovations or upgrades to an existing facility are often completed to improve efficiency and/or to avoid total replacement. An increase in efficiency often results in reallocation of staff time and a decrease in costs such as maintenance, utilities, and repairs.

Parks, Greenways & Trails
The development of a new park, greenway, or trail space increases the acreage that the County is required to maintain. This increase results in additional expenses including maintenance staff, maintenance vehicles and equipment, operating supplies, and utilities.

Roadways
The improvement of roadways generally requires ongoing maintenance costs such as pothole patching, lane and crosswalk re-striping, sign and traffic signal replacement, and roadside right-of-way mowing and maintenance.

Stormwater
The improvements of existing stormwater ponds or drainage systems and construction of new ponds or drainage systems are often completed to correct a deficiency. These corrections typically result in decreases in maintenance and repair costs.

Technology
The implementation of new technology often requires an increase for maintenance contracts once the warranty period has expired. Upgrades to existing technology either have no additional costs or minimal costs. The upgrades can result in a decrease in maintenance costs and reallocation of staff time due to the increased efficiency.

Vehicles/Equipment
The purchase of a new vehicle or piece of equipment results in additional expenses including vehicle insurance coverage, preventative maintenance, fuel and oil, and operating supplies. The purchase of a new vehicle or piece of equipment may also require additional staffing for operation. Replacement vehicles or equipment reduce the maintenance portion of the operating budget for the first three years.

Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

Operating Budget Impacts

Table 25.5 outlines the estimated impacts that some projects may have on the operating budget. Impacts are shown in the fiscal year in which they are anticipated to begin and the out-years that will be affected by additional operating costs. The impacts shown in this table are only estimates and include projects that will reduce the operating budgets of some divisions. These impact estimates are subject to change.

Table 25.5 Operating Budget Impacts by Project

Project	#	FY 2022 Estimated	FY 2023 Estimated	FY 2024 Estimated	FY 2025 Estimated	FY 2026 Estimated
Library Technology	076011	$25,000	$25,000	$25,000	$25,000	$25,000
Mobile Devices	076042	$15,450	$15,914	$16,391	$16,883	$17,389
New General Vehicles & Equipment	026018	$18,625	$9,198	$0	$0	$0
New Parks/Greenways Vehicles & Equipment	046007	$44,168	$0	$0	$0	$0
Serenity Cemetery Expansion	091002	$500	$500	$800	$500	$500
Total		**$103,743**	**$50,612**	**$42,191**	**$42,383**	**$42,889**

Table 25.6 outlines the estimated operating budget impacts by Division. Impacts are shown in the fiscal year in which they are anticipated to begin and the out-years that will be affected by additional operating costs. The impacts shown in this table are only estimates and are subject to change. In addition, divisions may share the operating impacts of one project. For example, Facilities Management is responsible for the utilities and maintenance of the libraries, while the Library Department is responsible for personnel and operating supplies.

Table 25.6 Operating Budget Impacts by Division

Division	FY 2022 Estimated	FY 2023 Estimated	FY 2024 Estimated	FY 2025 Estimated	FY 2026 Estimated
Management Information Services	$40,450	$40,914	$41,391	$41,883	$42,389
Public Works	$63,293	$9,698	$800	$500	$500
Total	**$103,743**	**$50,612**	**$42,191**	**$42,383**	**$42,889**

Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

Culture & Recreation

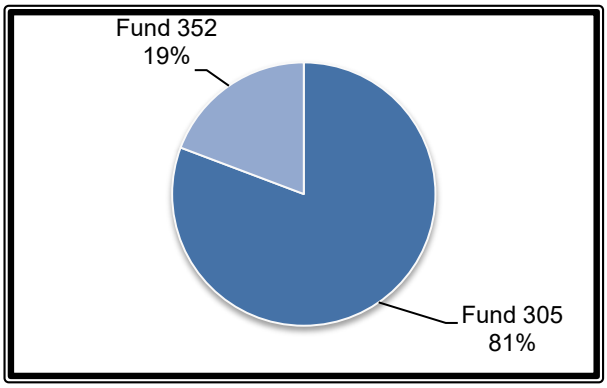
Overview

The Culture & Recreation section contains capital improvement projects designed to facilitate the provision, maintenance, and operation of culture and recreation facilities and activities. Major Culture & Recreation capital projects funded in FY 2022 include Apalachee Regional Park, Parks Capital Maintenance, Greenways Capital Maintenance, New Parks/Greenways Vehicles and Equipment, Library Services Technology, Essential Libraries Initiative and Livable Infrastructure for Everyone (L.I.F.E.) projects.

Funding Sources

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

Chart 25.4
FY 2022 Culture & Recreation Projects by Funding Source



Managing Divisions

Table 25.7 shows Parks & Recreation will manage 14 projects, or 79% of the FY 2022 Culture & Recreation capital improvement projects. Facilities Management, Fleet Management and Management Information Services will each manage one project for the remaining 21% of the Culture & Recreation capital improvement projects for FY 2022.

Table 25.7
FY 2022 Culture & Recreation Projects by Managing Division

Managing Division	# of Projects	FY 2022 Budget
Parks & Recreation	11	$2,070,812
Facilities Management	1	$400,000
Management Information Services	1	$287,030
Fleet Management	1	$265,986
Total	**14**	**$3,023,828**

Operating Budget Impacts

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

Table 25.8 Culture & Recreation Operating Budget Impacts

Project	Project #	FY 2022 Estimate	FY 2023 Estimate	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate
Library Services Technology	076011	$25,000	$25,000	$25,000	$25,000	$25,000
Total		**$25,000**	**$25,000**	**$25,000**	**$25,000**	**$25,000**

Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

Culture & Recreation Index

Page	Project	#	FY 2020 Life to Date	FY 2021 Adj Budget	FY 2022 Budget	FY22-FY26 Total	Project Total
25-20	Apalachee Regional Park	045001	$5,358,706	$3,317,539	$250,000	$1,850,000	$10,526,245
25-21	Boat Landing Improvements and Renovations	047002	$225,492	$213,428	$448,500	$448,500	$887,420
25-22	Chaires Park	046014	$9,960	$2,990,515	$0	$0	$3,000,475
25-23	Dog Parks – Unincorporated Area	046013	$117,426	$0	$0	$35,000	$152,426
25-24	Essential Libraries Initiative	086085	$0	$0	$400,000	$1,600,000	$1,600,000
25-25	Fred George Park	043007	$9,178,662	$479,583	$0	$0	$9,658,245
25-26	Greenways Capital Maintenance	046009	$2,437,114	$830,909	$250,000	$1,450,000	$4,718,023
25-27	L.I.F.E. Boat Landing Enhancements & Upgrades	091007	$58,564	$191,436	$80,000	$820,000	$1,070,000
25-28	L.I.F.E. Recreational Amenities	091010	$0	$200,000	$502,312	$502,312	$702,312
25-29	Library Services Technology	076011	$526,712	$150,000	$287,030	$1,197,120	$1,873,832
25-30	New Parks/Greenways Vehicles and Equipment	046007	$954,775	$128,309	$265,986	$320,986	$1,404,070
25-31	Parks Capital Maintenance	046001	$4,889,380	$1,188,633	$350,000	$1,750,000	$7,828,013
25-32	Playground Equipment Replacement	046006	$903,198	$129,114	$190,000	$760,000	$1,792,312
25-33	St. Marks Headwaters Greenway	047001	$1,059,711	$5,243,172	$0	$0	$6,302,883
	Culture & Recreation Total		**$25,719,700**	**$15,062,638**	**$3,023,828**	**$10,733,918**	**$51,516,256**

*The Capital Improvement projects highlighted are fully funded in FY 2021. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Apalachee Regional Park

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**Yes**
Project #:	**045001**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EC1,EC4,Q1**

Project Description/Justification

This project is for ongoing park improvements associated with creating a positive economic impact for the community and implementing the Master Plan. Construction of cross-country facilities, relocation of airfield, and signature entry was completed in March 2021. Other improvements scheduled to occur during FY 2021 and FY 2022 include the construction of the wildlife viewing platforms and construction of trails. As part of the County's plan to address the impacts to Tourism revenues as a result of COVID-19, $2.2 million in American Rescue Plan Act (ARPA) replacement revenues were recommended to support tourism capital projects and enhanced destination marketing to mitigate the significant impacts to the tourism economy. $350,000 of ARPA was allocated in FY 2021 reducing the need for funding in FY 2022.

Funding in FY 2023 will be used to construct the dog park. Funding in FY 2024 through FY 2026 will be used to continue to develop a master plan for the park, including amenities like the nature-based playground and disc golf courses, as well as evaluate additional opportunities for trail expansion and additional amenities after the relocation of the Household Hazardous Waste Center and the Rural Waste Services Center roll-off site.

Strategic Initiative

Continue to work with FSU to bid and host NCAA cross country national and regional championships at Apalachee Regional Park. (2016-5)
Develop a master plan for the Apalachee Regional Park. (2016-24A)
Further enhance our competitiveness in attracting national and regional running championships by making additional strategic investments at the Apalachee Regional Park. (2016-12)
Identify opportunities to create dog parks in the unincorporated area. (2016-24F)
Explore new opportunities for solar on County facilities. (2016-21)

Financial Summary

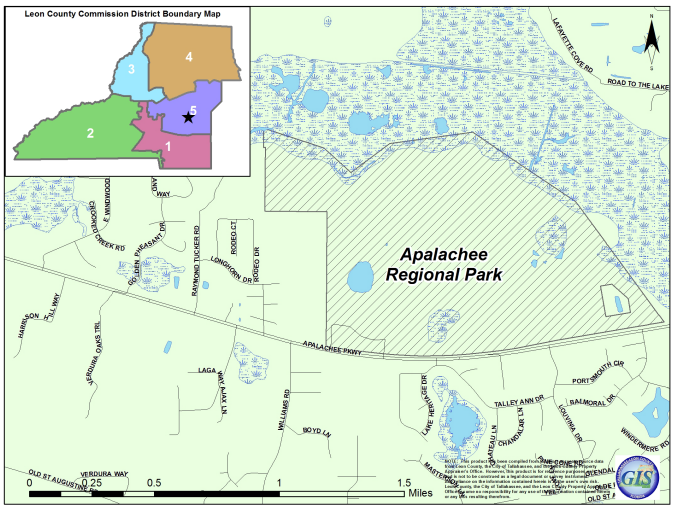
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	2,890,257	3,246,155	1,494,780	250,000	100,000	500,000	500,000	500,000	1,850,000	7,986,412
309 Sales Tax - Extension	1,974,962	71,384	71,384	0	0	0	0	0	0	2,046,346
401 Solid Waste	493,487	0	0	0	0	0	0	0	0	493,487
	5,358,706	3,317,539	1,566,164	250,000	100,000	500,000	500,000	500,000	1,850,000	10,526,245

Policy/Comprehensive Plan Information

Parks & Recreation Master Plan (1997)
Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3, 1.2.1 and 1.2.5

Operating Budget Impact

N/A





Cross Country Event at Apalachee Regional Park

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Boat Landing Improvements and Renovations

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**047002**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q1**

Project Description/Justification

This project addresses County boat landing improvements and renovations. The County maintains 24 boat landings located on seven water bodies (Carr Lake, Lake Iamonia, Lake Jackson, Lake Miccosukee, Lake Munson, Lake Talquin and the Ochlockonee River). These facilities range from very minimal (i.e. solely dirt ramp) to the more full-service-type landing with concrete ramps, floating docks, fish cleaning stations, fishing piers and adjacent campgrounds.

In February 2017, a Boat Landing Inspection Report was completed for seven of the County's most highly used landings. The report identified specific, significant improvements for Crowder Boat Landing and Williams Landing. Improvements include enhancements to aging infrastructure such as retaining walls, ramps and storm water conveyances. This project will also be supplemented with funds from Boating Improvement fees received from the State. Funding will be used for the Crowder Boat Landing improvements. Additional projects will come from a portion of the 2% share of the Blueprint 2020 Sales Tax LIFE funding project #091007.

Strategic Initiative

N/A

Financial Summary

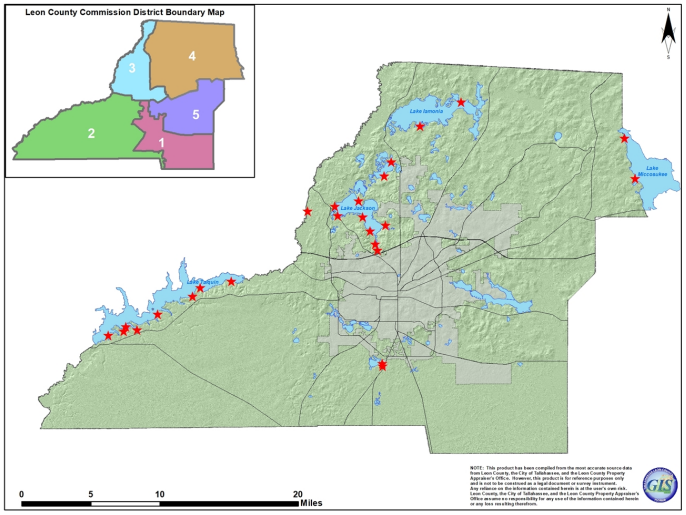
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	225,492	213,428	0	448,500	0	0	0	0	448,500	887,420
	225,492	213,428	0	448,500	0	0	0	0	448,500	887,420

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

This project is for the refurbishment of boat landings that are already maintained in the existing Parks and Recreation operating budget.



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Chaires Park

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**046014**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	

Project Description/Justification

The project funds recreational amenities for Daniel B. Chaires Park. Grading and construction of the stormwater facilities for a new Chaires baseball field are being done in house through the Division of Operations and began in early 2018. At the April 23, 2019 budget workshop, the Board considered a budget discussion item regarding the ballfield project. Due to unique access, stormwater, and parking needs of the site, cost estimates came in at $2 million, leaving an $800,000 shortfall needed to complete the ballfield project. Subsequently, a community meeting was held on May 22, 2019 to gather feedback regarding improvements to the park and provide recommendations for Board consideration at the June budget workshop.

During the June 18, 2019 budget workshop, additional funding was allocated in FY 2020 for the construction of a 60/90 baseball field and bids for construction were submitted in the summer of FY 2020. On June 9, 2020 a bid opening was held and the lowest bid was $2.6 million resulting in a budget shortfall of $600,000. Additional funding was allocated from parks Capital Maintenance and the construction on the 60/90 baseball field is underway.

Strategic Initiative

N/A

Financial Summary

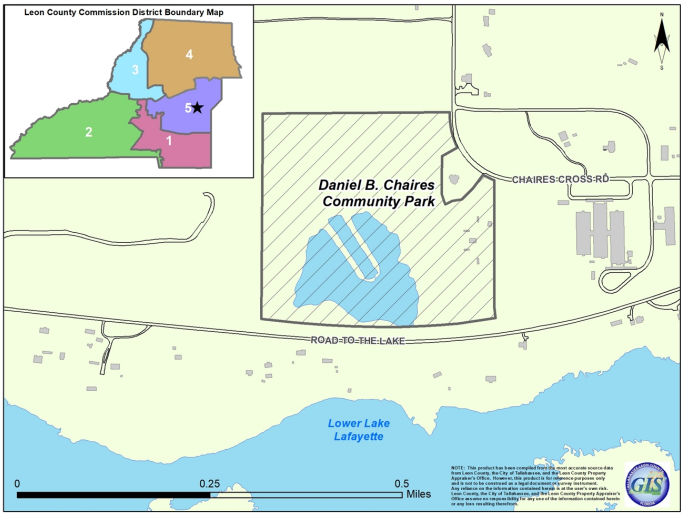
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	9,960	2,990,515	806,415	0	0	0	0	0	0	3,000,475
	9,960	2,990,515	806,415	0	0	0	0	0	0	3,000,475

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

Increased utility costs for lighting and irrigation; field maintenance costs, such as fertilizer, sand, chalk, etc.; and an increase in contractual services for mowing and turf management, once ballfield is complete.



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Dog Parks - Unincorporated Area

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**046013**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q1, Q6**

Project Description/Justification

This project is for design and construction of dog parks in the unincorporated area. The first two dog parks in the unincorporated areas at Bradfordville Community Center and J. Lee Vause Park both opened to the public in FY 2020. Funding in FY 2023 will be utilized to construct the third off-leash area at Robinson Road Park.

Strategic Initiative

Identify opportunities to create dog parks in the unincorporated area. (2016-24F)

Financial Summary

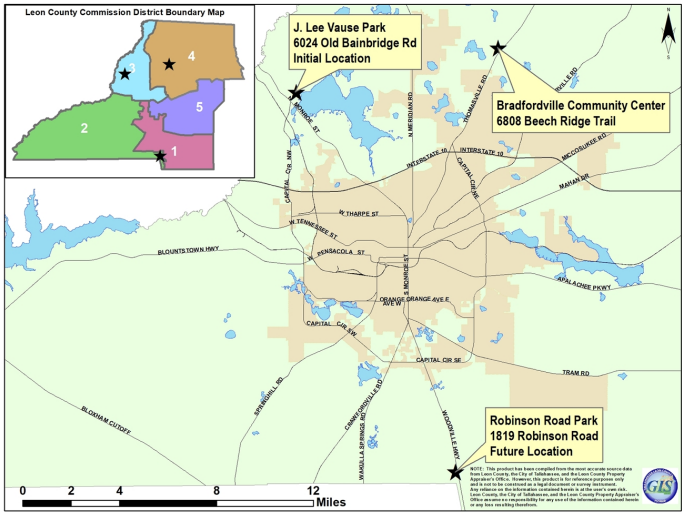
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	117,426	0	0	0	35,000	0	0	0	35,000	152,426
	117,426	0	0	0	35,000	0	0	0	35,000	152,426

Policy/Comprehensive Plan Information

FY2017-FY2021 Strategic Plan
Parks & Recreation Master Plan (1997)
Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3

Operating Budget Impact

N/A





Leon County Fiscal Year 2022-2026 Capital Improvement Program

Essential Libraries Initiative

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086085**	Capital Improvement:	
Service Type:	**Culture & Recreation**	Level of Service Standard:	
Status:	**New Project**	Strategic Initiative:	**G2, G3, Q2**

Project Description/Justification

This project is to implement the Essential Libraries Initiative, a re-envisioning of the Leon County Public Library System to address the changing needs of residents and trends in library use. The plan includes several enhancements to the Library such as new programs and services, capital improvements, existing position reclassifications, and policy revisions to support the initiative. The FY 2022 capital improvements include space modifications for the main library and a walking trail at the Fort Braden branch library. Out year funding will be for space modifications for all the other branches.

Strategic Initiative

Implement the Leon County Essential Libraries Initiative. (G2, G3)

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	400,000	300,000	300,000	300,000	300,000	1,600,000	1,600,000
	0	0	0	400,000	300,000	300,000	300,000	300,000	1,600,000	1,600,000

Policy/Comprehensive Plan Information

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Fred George Park

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**043007**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN2, Q1**

Project Description/Justification

This project is for the development of the Fred George Greenway and Park in accordance with amenities and activities outlined in the Land Management Plan. Phases of the park's remaining development will include the design, permitting, and construction of a second trash trap (located at Keystone Ct.); wetland restoration; the extension of water and sewer lines to the museum; and the construction of boardwalks and two observation decks. Program funding for FY 2022 through FY 2026 will be allocated from Blueprint.

Blueprint allocation will not be available until St. Marks Headwaters has been completed.

Strategic Initiative

N/A

Financial Summary

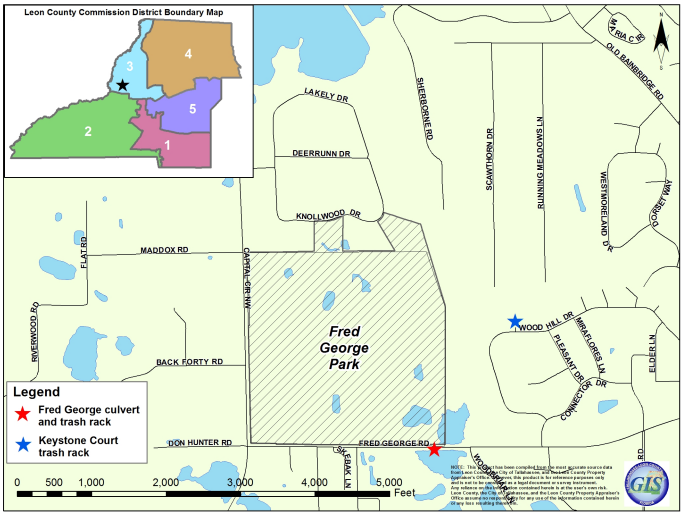
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
125 Grants	5,198,732	0	0	0	0	0	0	0	0	5,198,732
305 Capital Improvements	720,739	0	0	0	0	0	0	0	0	720,739
309 Sales Tax - Extension	3,259,191	479,583	2,496	0	0	0	0	0	0	3,738,774
	9,178,662	479,583	2,496	0	0	0	0	0	0	9,658,245

Policy/Comprehensive Plan Information

Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3; 1.2.1 and 1.2.
Fred George Basin Greenway Management Plan (August 2009)
Fred George Basin FCT Grant Agreement #07-102-FF7 (requires what amenities must be constructed on the property)

Operating Budget Impact

N/A





Fred George Park and Greenway

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Greenways Capital Maintenance

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**046009**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN2, Q1**

Project Description/Justification

This project is for maintenance (mowing, tree trimming, fence repair, invasive plant control, etc.) and small-scale improvement projects (signage, additional benches or picnic tables, tree plantings, etc.) of greenways and green spaces within the County's Parks and Recreation system. This project will address needs that arise within the J.R. Alford, Miccosukee, Fred George and St. Marks Headwaters Greenways, and the Orchard Pond Trails. These properties have to be managed in accordance with separate and distinct Land Management Plans, with the exception of the Northeast Park Trails. In addition, funding supports renovations and/or improvements identified as trail priorities.

Strategic Initiative

N/A

Financial Summary

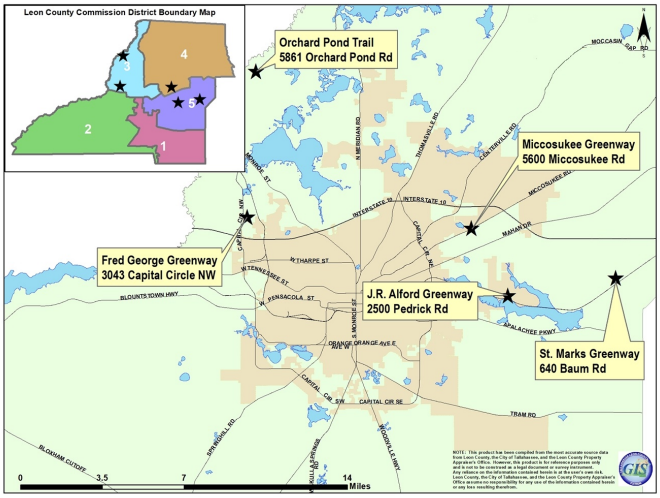
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
125 Grants	100,294	0	0	0	0	0	0	0	0	100,294
127 Grants - Interest Bearing	1,830	0	0	0	0	0	0	0	0	1,830
305 Capital Improvements	2,334,990	830,909	122,179	250,000	300,000	300,000	300,000	300,000	1,450,000	4,615,899
	2,437,114	830,909	122,179	250,000	300,000	300,000	300,000	300,000	1,450,000	4,718,023

Policy/Comprehensive Plan Information

Lease Agreements between Leon County and the DEP for the sublease of lands
J.R. Alford Greenway Management Plan (December 18, 2013)
Miccosukee Canopy Road Greenway Management Plan (April 22, 2013)
Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3 and 1.1.4

Operating Budget Impact

N/A





J.R. Alford Greenway

Leon County Fiscal Year 2022-2026 Capital Improvement Program

L.I.F.E. Boat Landing Enhancements & Upgrades

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**091007**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q1**

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

Leon County maintains 24 boat landings located on seven water bodies (Carr Lake, Lake Iamonia, Lake Jackson, Lake Miccosukee, Lake Munson, Lake Talquin and Ochlockonee River). Funds are budgeted annually through the Capital Improvement Program for boat landings; improvements are made when adequate funds are accumulated to complete a project. L.I.F.E. Program funding is programmed in the upcoming years for Williams, Blount, Hall, and Rhoden Cove Landings and the replacement of fishing piers.

In January 2021, design and permitting began for fishing pier replacements at Wainwright Landing and Ben Stoutamire Landing. The cost estimate for construction is $183,000 per pier due to especially hard soils and the need to modify construction methods and materials accordingly. The FY 2022 funding allocates an additional $80,000 to supplement the FY 2021 carryforward amount for construction at Wainwright Landing. FY 2023 through FY 2026 funding is budgeted at $185,000 to address priorities for fishing pier replacements that need immediate attention.

Strategic Initiative

N/A

Financial Summary

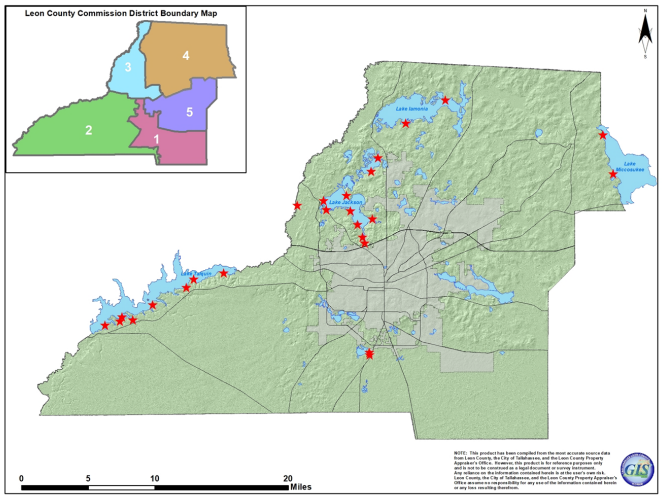
	Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
352	Sales Tax - Extension 2020 JPA Agreement	58,564	191,436	15,810	80,000	185,000	185,000	185,000	185,000	820,000	1,070,000
		58,564	191,436	15,810	80,000	185,000	185,000	185,000	185,000	820,000	1,070,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

L.I.F.E. Recreational Amenities

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**091010**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

Leon County provides over 3,800 acres of park space and greenways, playgrounds, trails,boardwalks, baseball fields, multi-purpose fields, concession stands, etc. L.I.F.E. funding is dedicated to assist in paying for updates and improvements for these different amenities. While the County's current five-year CIP provides funding for planned improvements, once a park is operational and being actively used, minor enhancements are often identified through citizen input (e.g. the provision of additional grills, shade for a particular area or an additional shelter). Additionally, over time concession stand and restroom expansions are often needed to accommodate growth in usage.

Initial funding in this category is recommended to fund the replacement and upgrade of the J. Lee Vause Park Boardwalk, including enhancements to provide greater access to persons of all mobility levels.

Strategic Initiative

N/A

Financial Summary

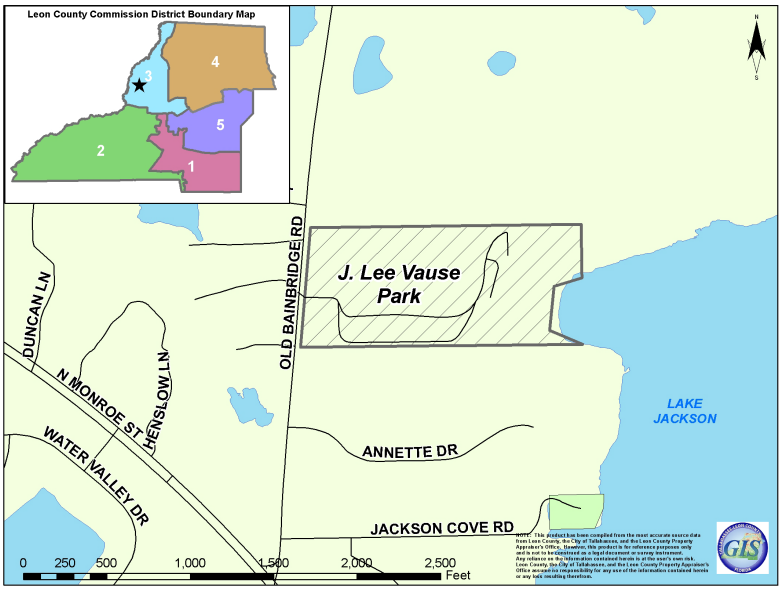
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	200,000	0	502,312	0	0	0	0	502,312	702,312
	0	200,000	0	502,312	0	0	0	0	502,312	702,312

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Library Services Technology

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076011**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q2**

Project Description/Justification

This project is for technology improvements for Library Services. The RFID inventory system is a five-year lease with the fifth year ending in FY 2025. Out-year funding will be established pending future lease renewal arrangements.

The FY 2022 budget provides for ongoing technologies for the Libraries inclusive of the RFID inventory system/self check kiosks: $160,030, security cameras: $52,000 and public computers: $50,000.

Out-year funding includes:
FY 2023 - RFID inventory system/self check kiosks: $160,030; Public computers: $50,000, Security cameras: $52,000
FY 2024 - RFID inventory system/self check kiosks: $160,030; Public computers: $50,000, Security cameras: $30,000
FY 2025 - RFID inventory system/self check kiosks: $160,030; Public computers: $50,000, Security cameras: $10,000
FY 2026 - Public computers: $50,000, Security cameras: $10,000

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	526,712	150,000	14,546	262,030	315,030	240,030	220,030	60,000	1,097,120	1,773,832
	526,712	150,000	14,546	262,030	315,030	240,030	220,030	60,000	1,097,120	1,773,832

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

Funding Source	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned
305 Capital Improvements	25,000	25,000	25,000	25,000	25,000
	25,000	**25,000**	**25,000**	**25,000**	**25,000**

Security maintenance: $25,000



Leon County Fiscal Year 2022-2026 Capital Improvement Program

New Parks/Greenways Vehicles and Equipment

Dept/Div: **Fleet Management**
Project #: **046007**
Service Type: **Culture & Recreation**
Status: **Existing Project**

Comp Plan CIE Project: **N/A**
Capital Improvement: **N/A**
Level of Service Standard: **N/A**
Strategic Initiative: **EN2, Q1**

Project Description/Justification

This project is for new vehicles and equipment for the parks and greenways. Vehicles and equipment are replaced based on a factor of the number of miles, operating hours, and repair costs to determine if it is more cost effective to replace the vehicle rather than continue maintaining the vehicle or equipment. The Parks and Greenways program has grown dramatically in recent years. In the past five years, the County has acquired a total of 1,491 acres. Recent facilities that have been brought online include Robinson Road, Broadmoor Pond, Orchard Pond Trail, St. Marks Greenway, and NE Park Trails. Construction of new facilities at Apalachee Regional Park are currently underway, and new single track trails at Alford Greenway will be constructed.

Department	Description	Estimated Cost
Parks and Recreation	1000 Gallon Water Tank w Trailer	$12,000
Parks and Recreation	Zero Turn Mower	$16,000
Parks and Recreation	QTAC 85S Fire Suppression Units	$8,200
Parks and Recreation	Kubota Tractor	$48,000
Parks and Recreation	Turf Tiger 4300	$25,000
Parks and Recreation	Crew Truck	$36,264
Parks and Recreation	Skid Steer w attachments	$94,570
Parks and Recreation	25 HP Loader Tractor w attachments	$25,952

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	954,775	128,309	15,815	265,986	55,000	0	0	0	320,986	1,404,070
	954,775	128,309	15,815	265,986	55,000	0	0	0	320,986	1,404,070

Policy/Comprehensive Plan Information

Park & Recreation Master Plan (1997)
Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3
State of Florida Division of Forestry "Best Management Practices"

Operating Budget Impact

Funding Source	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned
140 Municipal Service	44,168	0	0	0	0
	44,168	**0**	**0**	**0**	**0**



Greenways Vehicles and Equipment

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Parks Capital Maintenance

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**046001**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN2, Q1**

Project Description/Justification

This project includes $350,000 per year for the maintenance and replacement of equipment at all countywide parks including, but not limited to, fencing, safety corrections on equipment, paving and parking lot improvements, facility signs, maintenance, irrigation, turf management, as well as tennis and basketball court maintenance. Over the next five years, large projects are to include construction of amenities for the Coe Landing expansion acquisition, resurfacing of the Chaires Park tennis courts, and score tower replacements.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	4,889,380	1,188,633	69,512	350,000	350,000	350,000	350,000	350,000	1,750,000	7,828,013
	4,889,380	1,188,633	69,512	350,000	350,000	350,000	350,000	350,000	1,750,000	7,828,013

Policy/Comprehensive Plan Information

Parks & Recreation Master Plan (1997)
Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3

Operating Budget Impact

Operating impacts will include increased lighting at the basketball court as well as an increase in contractual services for mowing services at the Coe Landing expansion acquisition.



Parks Capital Maintenance Facility Signs – St. Marks Greenway

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Playground Equipment Replacement

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**046006**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q1**

Project Description/Justification

This project is for the replacement of playground equipment within the Leon County Parks and Recreation program. In addition, this project will also establish new play areas within the parks system. Playground equipment generally has a life span of 15 years unless safety regulations change or unexpected damage occurs. This replacement program will include the purchase and installation of a rubber safety surface under the equipment. All playground equipment in county parks is inspected several times a year by licensed playground inspectors to ensure safety requirements are being met.

Strategic Initiative

N/A

Financial Summary

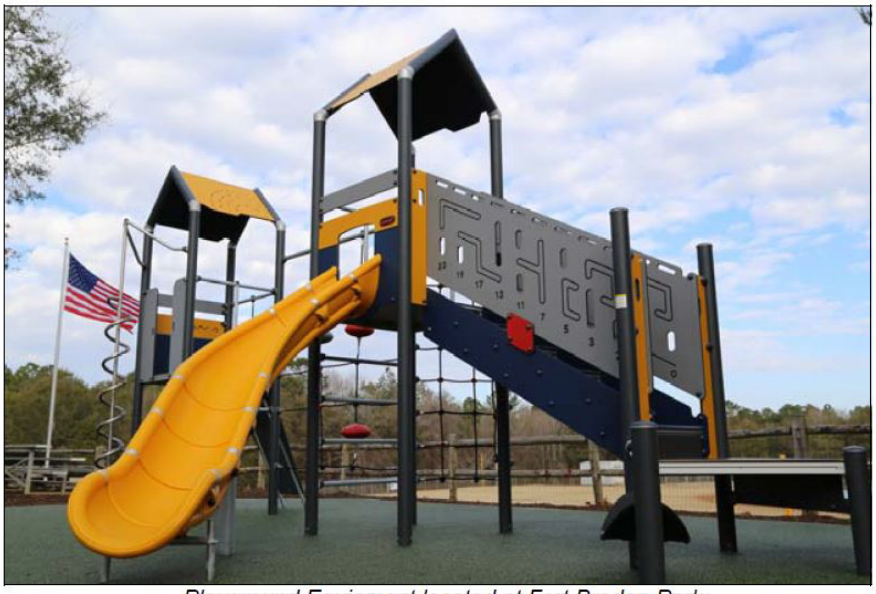
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	903,198	129,114	0	190,000	190,000	180,000	0	200,000	760,000	1,792,312
	903,198	129,114	0	190,000	190,000	180,000	0	200,000	760,000	1,792,312

Policy/Comprehensive Plan Information

Parks & Recreation Master Plan (1997)
Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3

Operating Budget Impact

N/A



Playground Equipment located at Fort Braden Park

Leon County Fiscal Year 2022-2026 Capital Improvement Program

St. Marks Headwaters Greenway

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**047001**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN2, Q1**

Project Description/Justification

This project is for the construction of a parking lot, trail systems, boardwalks, viewing areas, playground, and shelters to comply with the State Management Plan and Florida Communities Trust grant requirements.

Phase I, the trail head on Baum Road and about three miles of trail opened in January 2018. Phase II consists of a larger trail head on Buck Lake Rd, three spans of boardwalk with observation platforms, a permanent restroom facility, a nature-based playground, and trails. Funding for Phase II will be provided through Blueprint.

Strategic Initiative

N/A

Financial Summary

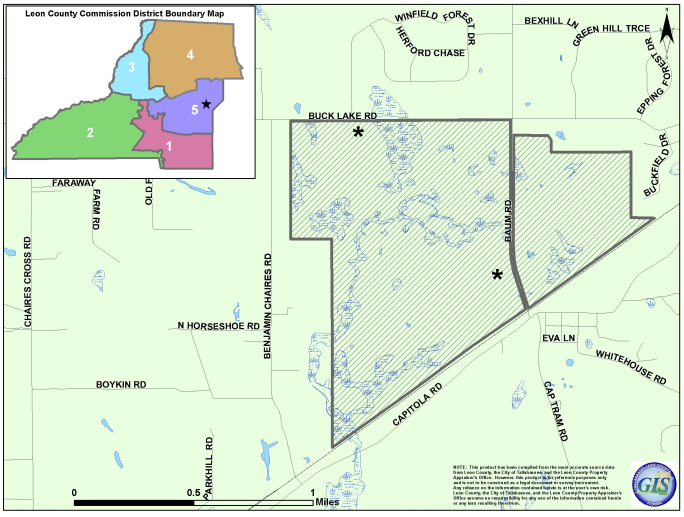
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
125 Grants	700,614	5,243,172	10,284	0	0	0	0	0	0	5,943,786
305 Capital Improvements	309,097	0	0	0	0	0	0	0	0	309,097
309 Sales Tax - Extension	50,000	0	0	0	0	0	0	0	0	50,000
	1,059,711	5,243,172	10,284	0	0	0	0	0	0	6,302,883

Policy/Comprehensive Plan Information

St. Marks Headwaters Greenway Management Plan approved by the Florida Communities Trust.
Florida Communities Trust Grant Agreements: #01-152-FF1 (St. Marks - Booth I), #05-011-FF5 (St. Marks - Booth II), #04-067-FF4 (St. Marks - Copeland Sink)
Parks and Recreation Element of the Comp Plan Policy 1.1.3, 1.1.4.

Operating Budget Impact

Operating expenses for the St. Marks Headwaters Greenway will be determined once the park is complete and will be budgeted in the operating budget of the Parks and Recreation division.





St. Marks Headwaters Greenway- Grand Opening Ceremony

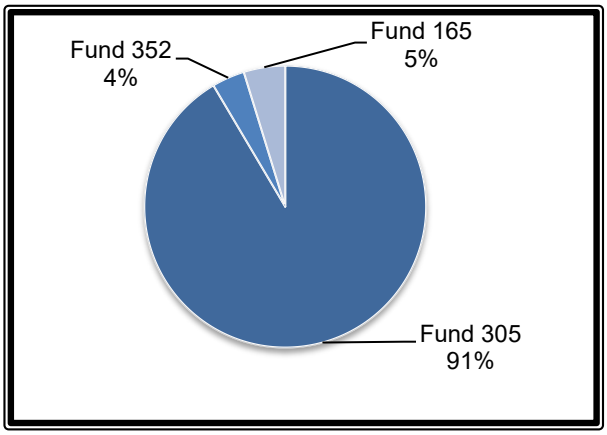
Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

General Government

Overview
The General Government section contains capital improvement projects designed to facilitate the provision of services by the legislative and administrative branches of Leon County government. Major General Government capital projects funded in FY 2022 include Building Infrastructure and Improvements, County Compute Infrastructure, Leon County Government Annex, General Vehicles and Equipment Replacements, Pavement Management System, Remote Server Center Improvements, and the Livable Infrastructure for Everyone (L.I.F.E.) Miccosukee Sense of Place project.

Funding Source
Chart 25.5 illustrates that 91% ($4,811,050) of the FY 2022 General Government capital improvement budget is funded by the Capital Improvements Fund (Fund 305). The County Government Annex Fund (Fund 165) is funding 5.0% ($250,000) of the General Government budget for improvements of that facility. The Sales Tax Extension Fund (Fund 352) will fund 4% ($197,630) for L.I.F.E. Miccosukee Sense of Place.

Chart 25.5
FY 2022 General Government Projects by Funding Source



Managing Divisions
Table 25.9 shows Management Information Services will manage thirteen projects or 38%, while Facilities Management will manage twelve projects, or 35% of the General Government capital improvement projects for FY 2022. Engineering Services and Fleet Management will manage the remaining 27% of the FY 2022 General Government projects.

Table 25.9
FY 2022 General Government Projects by Managing Division

Managing Division	# of Projects	FY 2022 Budget
Facilities Management	12	$2,844,386
Management Information Systems	13	$1,402,165
Engineering Services	4	$257,630
Fleet Management	3	$754,499
Total	**32**	**$5,258,680**

Operating Budget Impacts
Table 25.10 shows the estimated impacts that some General Government projects have on the operating budget. Impacts are shown in the fiscal year that they are anticipated to begin as well as the out-years that are affected by additional operating costs. These impacts are only estimates and subject to change.

Table 25.10 General Government Operating Budget Impacts

Project	Project #	FY 2022 Estimate	FY 2023 Estimate	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate
Mobile Devices	076042	$15,450	$15,914	$16,391	$16,883	$17,389
New General Vehicles & Equipment *	026018	$18,625	$0	$0	$0	$0
Serenity Cemetery Expansion	091002	$500	$500	$800	$500	$500
Total		**$34,575**	**$25,612**	**$17,191**	**$17,383**	**$17,889**

*Once a new vehicle is added to the inventory, the out-year operating costs are reflected in the Fleet maintenance budget.

Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

General Government Index

Page	Project	#	FY 2020 Life to Date	FY 2021 Adj Budget	FY 2022 Budget	FY22-FY26 Total	Project Total
25-36	Architectural & Engineering Services	086011	$625,433	$60,000	$60,000	$300,000	$985,433
25-37	Building General Maintenance and Renovations	086079	$994,523	$1,491,377	$475,000	$3,321,386	$5,807,286
25-38	Building Infrastructure and Improvements	086078	$1,510,458	$1,121,856	$530,000	$5,738,660	$8,370,974
25-39	Building Mechanical Repairs and Improvements	086077	$1,277,897	$1,868,190	$693,000	$3,653,000	$6,799,087
25-40	Building Roofing Repairs and Replacements	086076	$686,415	$1,065,164	$568,386	$3,203,479	$4,955,058
25-41	Common Area Furnishings	086017	$493,663	$30,000	$30,000	$150,000	$673,663
25-42	County Compute Infrastructure	076008	$5,121,496	$716,127	$550,000	$3,030,000	$8,867,623
25-43	Courthouse Renovations	086027	$9,880,814	$660,725	$108,000	$268,000	$10,809,539
25-44	Courthouse Security	086016	$509,261	$35,000	$80,000	$205,000	$749,261
25-45	Courtroom Minor Renovations	086007	$862,140	$78,187	$60,000	$300,000	$1,240,327
25-46	Courtroom Technology	076023	$1,612,465	$229,485	$0	$521,120	$2,363,070
25-47	E-Filing System for Court Documents	076063	$37,371	$354,480	$0	$500,000	$891,851
25-48	ESCO Capital Contribution	086082	$0	$17,150,000	$0	$0	$17,150,000
25-49	Financial Hardware and Software	076001	$714,091	$82,316	$25,000	$125,000	$921,407
25-50	Fleet Management Shop Equipment	026010	$292,170	$0	$36,500	$186,400	$478,570
25-51	General Vehicle & Equipment Replacement	026003	$5,402,343	$300,000	$562,000	$2,988,500	$8,690,843
25-52	Justice Information System (JIS) Upgrade	076065	$0	$0	$50,000	$3,300,000	$3,300,000
25-53	L.I.F.E. Miccosukee Sense of Place	091004	$0	$456,430	$197,630	$1,314,726	$1,771,156
25-54	Lake Jackson Town Center	083002	$813,469	$151,553	$0	$0	$965,022
25-55	Large Application Refreshes and Upgrades	076066	$0	$0	$100,000	$550,000	$550,000
25-56	Leon County Government Annex	086025	$26,644,736	$1,268,374	$250,000	$850,000	$28,763,110
25-57	Mobile Devices	076042	$684,376	$80,000	$30,450	$397,027	$1,161,403
25-58	New General Vehicle & Equipment	026018	$119,245	$16,160	$155,999	$193,499	$328,904
25-59	Pavement Management System	076068	$0	$0	$28,000	$28,000	$28,000
25-60	Public Defender Technology	076051	$634,995	$125,154	$110,500	$552,500	$1,312,649
25-61	Remote Server Center (RSC) Improvements	076067	$0	$0	$140,000	$219,321	$219,321
25-62	Serenity Cemetery Expansion	091002	$0	$0	$0	$380,000	$380,000
25-63	Solar Arrays on County Buildings	086081	$0	$100,000	$50,000	$250,000	$350,000
25-64	State Attorney Technology	076047	$648,554	$149,615	$158,215	$756,675	$1,554,844
25-65	Supervisor of Elections Technology	076005	$667,270	$123,350	$50,000	$250,000	$1,040,620
25-66	Tourist Development Building	086065	$419,903	$3,337,030	$0	$0	$3,756,933
25-67	User Computer Upgrades	076024	$5,026,286	$290,730	$160,000	$2,060,000	$7,377,016
	General Government Total		**$65,679,374**	**$31,341,303**	**$5,258,680**	**$35,592,293**	**$132,612,970**

*The Capital Improvement projects highlighted are fully funded in FY 2021. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Architectural & Engineering Services

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**086011**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2,G5**

Project Description/Justification

This project is for architectural and engineering services that occur routinely throughout the year and are necessary to insure the safety and consistency of operations in County buildings. Routine operating maintenance of County buildings occasionally involves the discovery of structural deterioration and mechanical or electrical failures that warrant an immediate investigative action and proposed course to solution from an architect or engineer.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	625,433	60,000	28,209	60,000	60,000	60,000	60,000	60,000	300,000	985,433
	625,433	60,000	28,209	60,000	60,000	60,000	60,000	60,000	300,000	985,433

Policy/Comprehensive Plan Information

Florida Statutes 479, 480, 481 and 489 - compliance with licensing requirements for certain classes of planning and design activity.

Operating Budget Impact

N/A



Architectural & Engineering Services- Electrical Panels

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Building General Maintenance and Renovations

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086079**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project includes general maintenance and renovation projects such as the following: (1) Landscaping plant renewal; (2) Replacement of the tile at the main library; (3) Exterior painting at Main health Dept.; (4) Parking Lot/garage repairs and striping; (5) Parking lot gates and ticket readers; and (6) Cooperative Extension Agriculture (Co-Op) Center Building Renovations; (7) Library enhancements & renovations; (8) Replacement of the tile at the BL Perry Branch Library; (9) Amtrak and Domi brick and mortar repairs; (10) Bradfordville exterior siding replacement; (11) County Attorney office space; (12) Public Works Engineering office space (13) Supervisor of Elections paint and carpet replacements; (14) Supervisor of Elections parking lot updates; (15) Fort Braden Community Center siding; and (16) replacement of sliding doors at various buildings.

FY 2022: $475,000 - Replacement of sliding doors at various buildings; parking lot/garage repairs and striping; Domi Brick/Mortar repairs; Library enhancements & renovations; County Attorney office space; Supervisor of Elections paint and carpet replacements; Supervisor of Elections parking lot updates; Public Works Engineering office space; and, Fort Braden Community Center siding.

FY 2023: $405,000 - Replacement of sliding doors at various buildings; Main library 1st floor tile; parking lot/garage repairs and striping; parking lot gates and ticket readers; landscaping including renewal of general planting; Library enhancements & renovations; and, exterior painting at the Main Health Dept.

FY 2024: $725,000 - Replacement of sliding doors at various buildings; additional area of the main library 1st floor tile; parking lot/garage repairs and striping, parking lot gates and ticket readers; Replacement of the tile at the BL Perry Branch Library; Library enhancements & renovations; Cooperative Extension Agriculture (Co-Op) Center Building Renovations; and Bradfordville exterior siding replacement.

FY 2025: $645,000 - Replacement of sliding doors at various buildings; landscaping renewal of general planting; parking lot/garage repairs and striping; parking lot gates and ticket readers; Library enhancements & renovations; replacement of BL Perry Branch library tile floor; Cooperative Extension Agriculture (Co-Op) Center Building Renovations; and Bradfordville exterior siding replacement.

FY 2026: $1,071,386 - Replacement of sliding doors at various buildings.

Strategic Initiative

N/A

Financial Summary

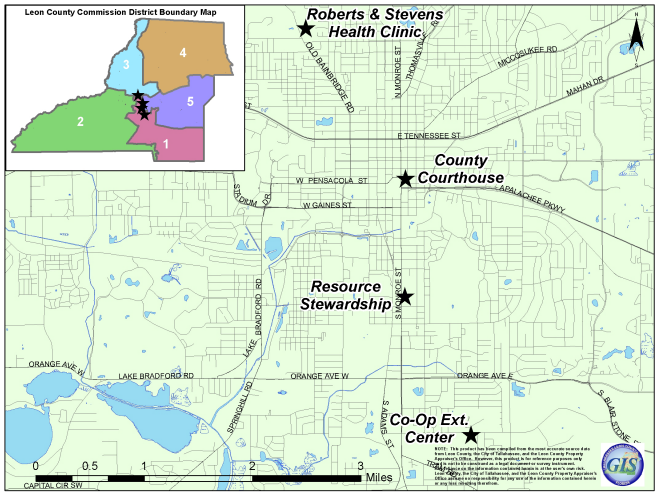
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	994,523	1,491,377	188,663	475,000	405,000	725,000	645,000	1,071,386	3,321,386	5,807,286
	994,523	1,491,377	188,663	475,000	405,000	725,000	645,000	1,071,386	3,321,386	5,807,286

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Building Infrastructure and Improvements

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086078**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project includes all infrastructure and maintenance improvement projects consisting of the following: (1) Pre-fab restroom (Lake Munson); (2) Tharpe Street renovation and sprinkler system; (3) Courthouse exterior maintenance; (4) Renaissance Building multiple improvement projects; (5) Design and renovation of Urinalysis/Drug Building; and (7) Courthouse restroom refresh.

FY 2022: $530,000 - Pre-fab restrooms replacement for Lake Munson; Tharpe Street renovation and sprinkler system; Courthouse Exterior Softwash & Clear Sealant; and Courthouse Window Repair.

FY 2023: $1,473,060 – Courthouse Exterior Softwash & Clear Sealant; Renaissance Building multiple improvement projects. Initial funding for renovations of Urinalysis/Drug Building; and, Courthouse Restroom Refresh.

FY 2024: $750,000 - Courthouse Exterior Softwash & Clear Sealant; Urinalysis/Drug building; Courthouse Window Repair; and Courthouse Restroom Refresh.

FY 2025: $1,247,800 - Courthouse Exterior Softwash & Clear Sealant; Renaissance Building multiple improvement projects; and Courthouse Restroom Refresh.

FY 2026: $1,737,800 - Renaissance Building multiple improvement projects and Courthouse Window Repair.

Strategic Initiative

N/A

Financial Summary

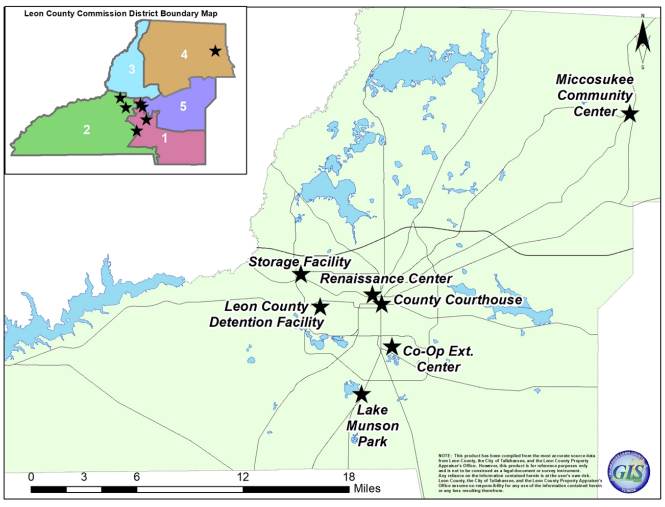
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,503,420	1,121,856	134,321	530,000	1,473,060	750,000	1,247,800	1,737,800	5,738,660	8,363,936
311 Bond Series 2003A & 2003B Construction	7,038	0	0	0	0	0	0	0	0	7,038
	1,510,458	1,121,856	134,321	530,000	1,473,060	750,000	1,247,800	1,737,800	5,738,660	8,370,974

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A





Building Infrastructure and Improvements

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Building Mechanical Repairs and Improvements

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086077**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project includes all mechanical related repairs and improvements including the following: (1) Courthouse variable air volume (VAV) boxes; (2) Traffic Court elevator; (3) Main Library variable air volume (VAV); (4) Main Library freight elevator; (5) Public Works elevator; (6) HVAC deep cleaning; (7) Courthouse RTU1 & RTU2; (8) Main Library Chiller; (8) Main Health Dept A/H (18 units); (9) BL Perry Branch Library AHU; (10) Northeast Branch Library AHU; (11) R&S Clinic A/H 17 units; (12) Cooperative Extension Agriculture (Co-op) Center Gas Pac. and (13) Unanticipated direct expansion (DX) units.

FY 2022: $693,000 - Courthouse VAV boxes; Courthouse RTU1 & RTU2; Main Library VAV boxes; HVAC deep cleaning; Public Works VAV boxes and controls. Cooperative Extension Agriculture Center (Co-op) Gas Pac; Main Library freight elevator. Initial funding for Main Health Dept A/H (18 Units) and unanticipated DX units.

FY 2023: $797,000 - Courthouse VAV boxes; Courthouse RTU1 & RTU2; Main Library VAV boxes; HVAC deep cleaning; Public Works VAV boxes and controls; Cooperative Extension Agriculture Center (Co-op) Gas Pac; Main Health Dept A/H (18 Units); Main Library freight elevator. Initial funding for Public Works elevator; and unanticipated DX units.

FY 2024: $696,000 - Courthouse VAV boxes; Courthouse RTU1 & RTU2; Main Library VAV boxes; HVAC deep cleaning; BL Perry Branch Library AHU; Public Works elevator. Initial funding for Traffic Court elevator and Main Library Chiller; and unanticipated DX units.

FY 2025: $791,000 - Courthouse VAV boxes; Main Library VAV boxes; HVAC deep cleaning; Main Library Chiller; Public Works elevator; Traffic Court elevator; Northeast Branch Library AHU; Main Library freight elevator; Main Library. Initial funding for Main Library generator and R&S Clinic A/H 17 units; and unanticipated DX units.

FY 2026: $676,000: Courthouse VAV boxes; Main Library VAV boxes; HVAC deep cleaning; Traffic Court elevator; R&S Clinic A/H 17 units; Main Library generator and unanticipated DX units.

Strategic Initiative

N/A

Financial Summary

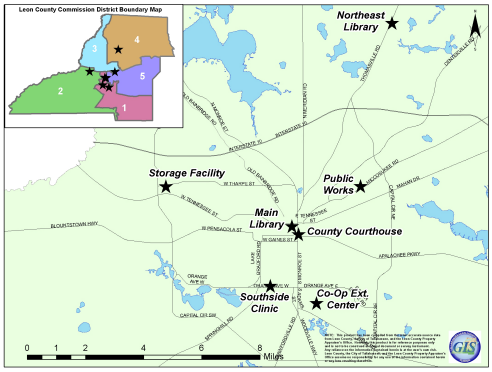
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,277,897	1,868,190	95,269	693,000	797,000	696,000	791,000	676,000	3,653,000	6,799,087
	1,277,897	1,868,190	95,269	693,000	797,000	696,000	791,000	676,000	3,653,000	6,799,087

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A





Building Mechanical Repairs and Improvements

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Building Roofing Repairs and Replacements

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086076**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

Roofing repairs and replacements will mitigate any potential deterioration of the building infrastructure. This project includes all roofing related repairs for the County consisting of the following: (1) Main Library flat roof; (2) Southside Health Dept. roof (3) Courthouse Main; (4) Ag Center and (5) Unanticipated roof repairs at various buildings.

FY 2022: $568,386 - Funding for roof replacements for the following locations: Courthouse Main and Ag Center design.

FY 2023: $853,195 - Funding for roof replacements for the following locations; Ag Center and Southside Health Dept. roof design.

FY 2024: $391,536 - Funding for roof replacements at the following locations; Southside Health Dept. roof and Main Library design.

FY 2025: $565,362 - Funding for roof replacements at the following locations; Main Library.

FY 2026: $825,000 - Unanticipated roof repairs at various buildings.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	686,415	1,065,164	172,085	568,386	853,195	391,536	565,362	825,000	3,203,479	4,955,058
	686,415	1,065,164	172,085	568,386	853,195	391,536	565,362	825,000	3,203,479	4,955,058

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

This project contemplates a $500 annual operating impact for repairs and maintenance associated with inspecting and maintaining roofs after major repairs or replacements.



Building Roofing Repairs and Replacement

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Common Area Furnishings

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086017**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2, G5**

Project Description/Justification

This project is for the renewal and replacement of common area furnishings at all major County buildings, which includes but will not be limited to freestanding and modular components with coordinating tables.

Strategic Initiative

N/A

Financial Summary

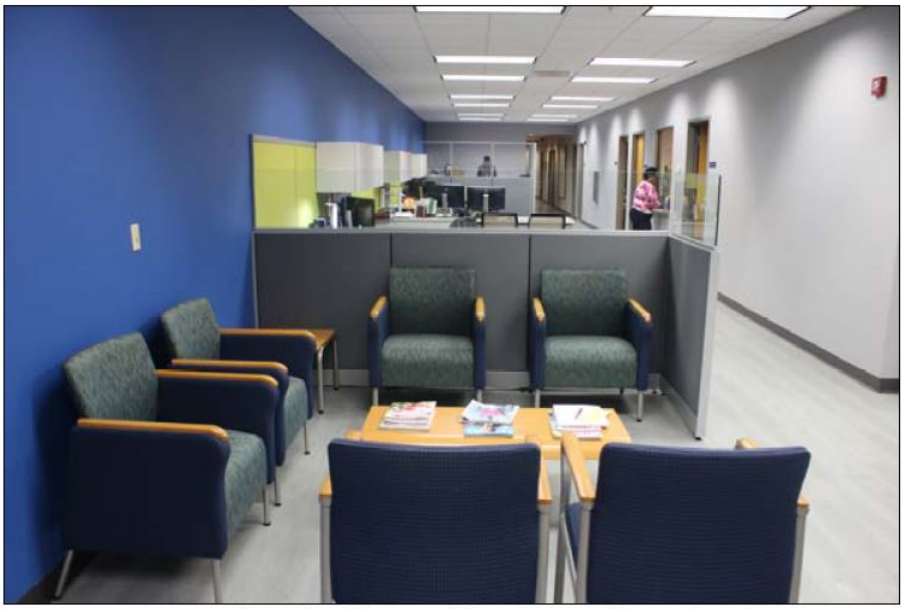
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	493,663	30,000	6,228	30,000	30,000	30,000	30,000	30,000	150,000	673,663
	493,663	30,000	6,228	30,000	30,000	30,000	30,000	30,000	150,000	673,663

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Common Area Furnishings at the renovated Department of Development Support & Environmental Management (DSEM) lobby

Leon County Fiscal Year 2022-2026 Capital Improvement Program

County Compute Infrastructure

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076008**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for the support of the County's technology infrastructure. This includes the following components:

Compute Environment: Dell lease for file servers and storage and backup infrastructure - Lease payment and additional equipment for growth. - $300,000. FY 2022 will be year five of a five year lease.

Digital Phone System: Upgrade phones/infrastructure for the 15-year old Avaya enterprise phone system supporting Leon County Government and the Constitutionals and voicemail system. This is a three year lease. - $100,000

Network Infrastructure: Continual maintenance and upgrading of the network connectivity of County offices to provide uninterruptible service with high speed and increased bandwidth to support existing and growing applications requiring graphics and document images. Redundant links to critical offices will continue to be implemented each year to prepare for disaster recovery and business continuity needs. This includes the maintenance of new firewalls with enhanced security features. - $50,000

Security: Security audit and managed services for security breaches and remediation will provide a proactive and comprehensive plan to defend against and respond to cyber threats - $100,000 is an annual expense. (NEW: Proofpoint DLP 26,000, Cyber Security Review - $24,000)

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	5,121,496	716,127	31,470	550,000	620,000	620,000	620,000	620,000	3,030,000	8,867,623
	5,121,496	716,127	31,470	550,000	620,000	620,000	620,000	620,000	3,030,000	8,867,623

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Courthouse Renovations

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086027**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project funds small renovations in the Leon County Courthouse building.

Strategic Initiative

N/A

Financial Summary

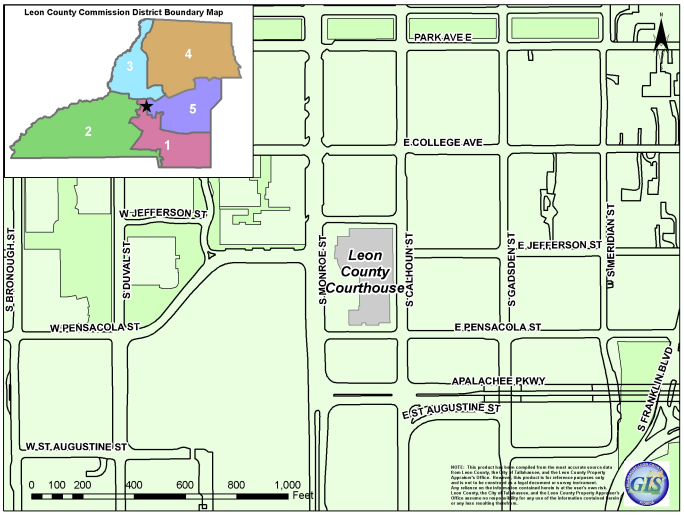
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	2,971,245	660,725	45,182	108,000	40,000	40,000	40,000	40,000	268,000	3,899,970
311 Bond Series 2003A & 2003B Construction	436,166	0	0	0	0	0	0	0	0	436,166
318 Bond Series 1999 Construction	50,308	0	0	0	0	0	0	0	0	50,308
320 Bond Series 2005 Construction	6,402,710	0	0	0	0	0	0	0	0	6,402,710
321 ESCO Capital Projects	20,385	0	0	0	0	0	0	0	0	20,385
	9,880,814	660,725	45,182	108,000	40,000	40,000	40,000	40,000	268,000	10,809,539

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A





Leon County Courthouse

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Courthouse Security

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086016**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q3**

Project Description/Justification

This project is for the repair and replacement of the security system throughout the Courthouse. The anticipated life expectancy of the equipment varies as some pieces have been replaced sporadically, and others are starting to show signs of wear and tear, such as images burned into monitors and camera displaying unclear pictures. This project also includes the addition of any new equipment, such as cameras, panic buttons, Network Video Recorders (NVRs) and DVRs.

FY 2022: Replacement of NVR's and various cameras
FY 2023: Funding is included for the replacement of the x-ray machine located at the Traffic Court Building.
FY 2024: Upgrade various cameras in the courthouse
FY 2025: Upgrade various cameras in the courthouse
FY 2026: Upgrade perimeter security cameras in the courthouse

Strategic Initiative

N/A

Financial Summary

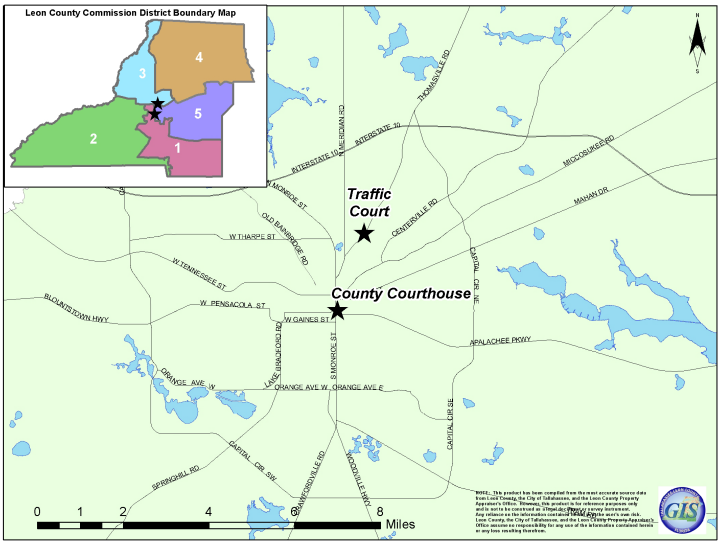
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
110 Fine and Forfeiture	17,144	0	0	0	0	0	0	0	0	17,144
305 Capital Improvements	174,628	35,000	1,174	80,000	20,000	35,000	35,000	35,000	205,000	414,628
318 Bond Series 1999 Construction	317,489	0	0	0	0	0	0	0	0	317,489
	509,261	35,000	1,174	80,000	20,000	35,000	35,000	35,000	205,000	749,261

Policy/Comprehensive Plan Information

Florida Statute 29.008; Section 14, Article V of the State Constitution - Counties are required to fund the cost of security of facilities for the circuit and county courts, public defenders' offices, state attorneys' offices, guardian ad litem offices, and the offices of the clerks of the circuit and county courts performing court-related functions.

Operating Budget Impact

N/A





Courthouse Security Training

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Courtroom Minor Renovations

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086007**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2, G5**

Project Description/Justification

This project is a five year plan for items such as: bench replacements, cosmetic upgrades, reupholstering jury chairs, new attorney tables, witness stands, minor office renovations and restroom alterations for courtrooms.

Project Schedule:
FY 2022 thru FY 2026: This budget is for various courtroom furnishings, paint, carpet, and jury chairs. The project also includes other minor renovations, such as redesign of various courtrooms.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	862,140	78,187	7,393	60,000	60,000	60,000	60,000	60,000	300,000	1,240,327
	862,140	78,187	7,393	60,000	60,000	60,000	60,000	60,000	300,000	1,240,327

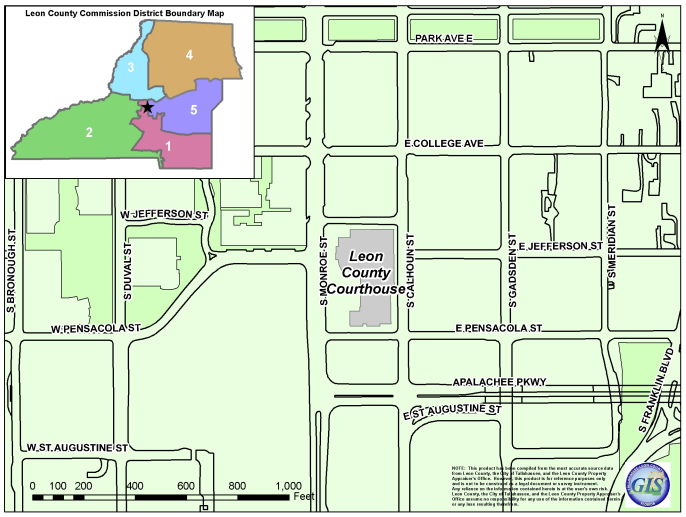
Policy/Comprehensive Plan Information

Florida Statutes, Chapter 29.08. County funding of court-related functions. Counties are required by s. 14, Article V of the State Constitution to fund facility, maintenance, and equipment & furnishings costs.

Article V (HB 113A of the 2003 legislation and SB 2960 of the 2004 session) - designation of courtroom space as a County responsibility.

Operating Budget Impact

N/A





Courtroom Minor Renovations

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Courtroom Technology

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076023**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for technology needs for courtrooms, such as: sound system replacements, computers, and other technology needs of the Judiciary and Court Administration. The out year budgets (FY 2023 - FY 2026) include funding for the maintenance of technology equipment and replacement of sound equipment in the courtrooms. Also included are copier hardware costs that Counties are required to cover under Article V state court funding requirements.

Strategic Initiative

N/A

Financial Summary

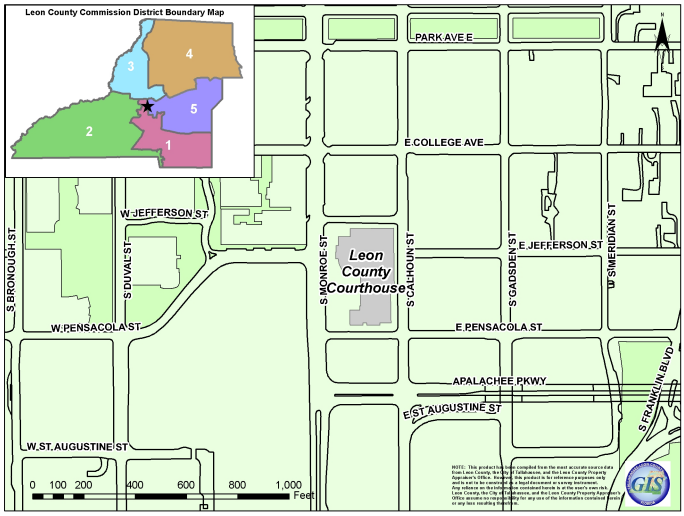
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,492,483	229,485	52,066	0	130,280	130,280	130,280	130,280	521,120	2,243,088
318 Bond Series 1999 Construction	119,982	0	0	0	0	0	0	0	0	119,982
	1,612,465	229,485	52,066	0	130,280	130,280	130,280	130,280	521,120	2,363,070

Policy/Comprehensive Plan Information

Florida Statute 29.008 - designates courtroom space and associated technology as a county responsibility

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

E-Filing System for Court Documents

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076063**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G1**

Project Description/Justification

This project is for the electronic filing (e-filing) system for Court Administration, State Attorney, and Public Defender. According to legislative mandate, each office is to develop and implement a process by which the e-filing of court documents can be administered. Research is underway to use the 8th Circuit's judge case management system (ICMS) as a replacement to aiSmartbench. FY 2019 funds were carried forward into FY 2020 to pilot this new system and to develop an interface of ICMS to the Justice Information System (JIS). Additional funding is provided for FY 2021 and FY 2022 to continue with planned systematic software updates. Out year funding is allocated for software maintenance.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	37,371	354,480	19,298	0	125,000	125,000	125,000	125,000	500,000	891,851
	37,371	354,480	19,298	0	125,000	125,000	125,000	125,000	500,000	891,851

Policy/Comprehensive Plan Information

During the 2011 Legislative Session, the House and Senate passed SB170 which requires the State Attorney and Public Defender to electronically file court documents with the Clerk of Court. Article V of the Florida Constitution requires counties to fund technology needs for the State Attorney, Public Defender, and offices of the Clerk of the Circuit and County Courts performing court-related functions.

Operating Budget Impact

N/A

Leon County Fiscal Year 2022-2026 Capital Improvement Program

ESCO Capital Construction

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086082**	Capital Improvement:	
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN4**

Project Description/Justification

An ESCO (Energy Services Contract) is a financing mechanism that uses energy savings to pay for capital improvements to a building. The ESCO installs new building infrastructure such as lighting or heating, ventilation, and air conditioning systems then recoups the cost of the infrastructure upgrades through reduced utility bills. The payback terms are often between ten and 20 years, though some may be longer. As with any ESCO, energy savings are guaranteed by the competitively selected contractor. In 2005, Leon County entered into its first ESCO. The agreement included Energy Conservation Measures (ECMs) with a total cost of $5.8 million. This investment significantly contributed to achieving the 20% greenhouse gas (GHG) emissions reduction goal outlined in the 2008 Climate Action Plan and has yielded $9.5 million in verified cost savings. In 2019, the County adopted the Integrated Sustainability Action Plan (ISAP). The overarching goal is to reduce greenhouse gas emissions from County operations and a new ESCO has the additional benefit of contributing greatly to the 30% GHG reduction goal by 2030.

Through this program the County will finance $17 million to pay for the ESCO projects. All $17 million will be recouped by the County through energy savings over the life of the projects, approximately 25 years. While the full $17 million dollars will be fully recouped by the County over 25 years, financing the project is recommended over a 15-year term to take advantage of more competitive rates. As such, the financing over the 15-year term will be serviced through a combination of energy savings and a capital contribution match of $650,000 in general revenue annually. Out year funding will be reflected in the debt service payments.

Strategic Initiative

EN4

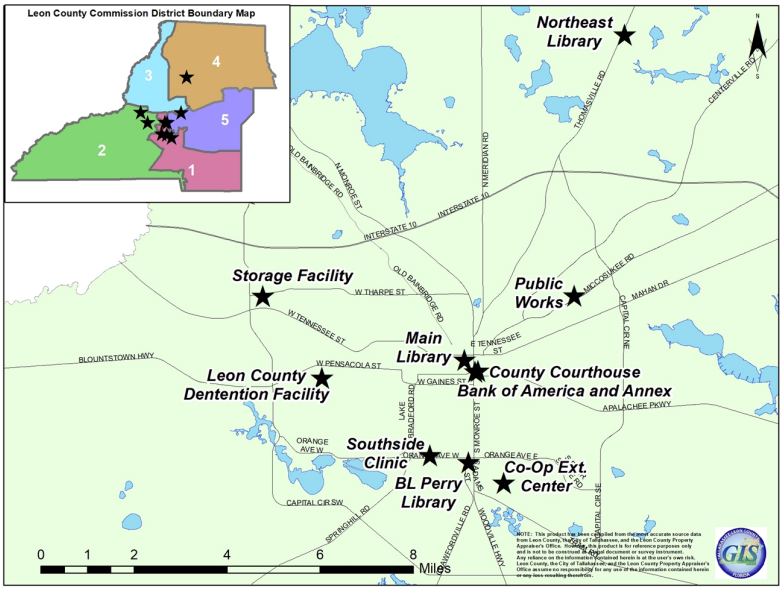
Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	650,000	0	0	0	0	0	0	0	650,000
323 ESCO 2020	0	16,500,000	12,240,178	0	0	0	0	0	0	16,500,000
	0	17,150,000	12,240,178	0	0	0	0	0	0	17,150,000

Policy/Comprehensive Plan Information

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Financial Hardware and Software

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076001**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for the purchase of financial and Human Resources software and hardware.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	714,091	82,316	2,540	25,000	25,000	25,000	25,000	25,000	125,000	921,407
	714,091	82,316	2,540	25,000	25,000	25,000	25,000	25,000	125,000	921,407

Policy/Comprehensive Plan Information

Leon County Policy No. 92-4: Accounting and Reporting
Leon County Policy No. 93-44: Fiscal Planning

Operating Budget Impact

N/A

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Fleet Management Shop Equipment

Dept/Div:	**Fleet Management**	Comp Plan CIE Project:	**N/A**
Project #:	**026010**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for the purchase and replacement of Fleet Management Shop equipment. FY23 includes front alignment equipment which brought in-house saves $70-$150 per alignment and provides additional efficiency by reducing man hours required to transport vehicles to external shops.

The following equipment is expected to be replaced FY 2022 - FY 2026:

FY22:
- A/C Recyclers
- Engine Analyzer

FY23:
- Wheel alignment machine and rack

FY24:
- Brake Lathe
- Miscellaneous hand tools

FY25:
- (2) 30 Ton Equipment Lifts

FY26:
- Tire Changer
- Tire and Wheel Balancer

Strategic Initiative

N/A

Financial Summary

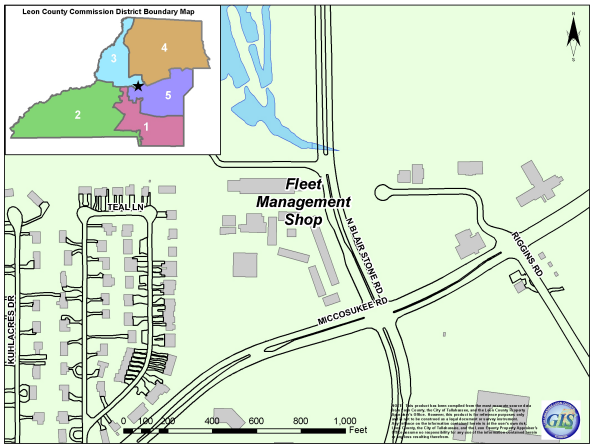
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	292,170	0	0	36,500	46,000	18,700	46,500	38,700	186,400	478,570
	292,170	0	0	36,500	46,000	18,700	46,500	38,700	186,400	478,570

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A





Fleet Management Shop

Leon County Fiscal Year 2022-2026 Capital Improvement Program

General Vehicle & Equipment Replacement

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

Project Description/Justification

This project is for the replacement of County vehicles and equipment. Vehicles and equipment are replaced based on a factor of the number of miles, operating hours and repair costs to determine if it is more cost effective to replace the vehicle rather than continue maintaining the vehicle or equipment. It is estimated that the vehicles/equipment being replaced will generate $84,600 in surplus sales. The following is the FY 2022 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Office of Resource Stewardship	2004 Ford Esacpe	72,603	$21,669	$8,531	$35,000
Office of Financial Stewardship	2004 Ford Explorer	60,731	$21,738	$11,165	$35,000
Office of Financial Stewardship	2014 Ford Explorer	19,730	$28,106	$4,294	$35,000
Parks and Recreation	2006 John Deere ATV	N/A	$5,876	$9,745	$36,000
Parks and Recreation	2007 Bobcat UTV	942	$11,338	$15,102	$20,000
Parks and Recreation	2009 Ford Van	108,212	$26,982	$22,705	$40,000
Facilities	2009 Ford Ranger	107,284	$18,354	$16,081	$42,000
Mosquito Control	2007 Ford F-150	126,427	$23,977	$19,212	$38,000
Mosquito Control	2003 Ford F-150	113,928	$26,096	$19,535	$38,000
Facilities	2006 Ford F-350	114,560	$36,790	$26,476	$45,000
Engineering	2013 Ford F-250	92,554	$36,362	$26,010	$38,000
DSEM	2007 Ford Explorer	106,157	$21,126	$14,242	$45,000
Facilities	2010 Ford F-250	99,049	$30,671	$19,201	$42,000
Engineering	2008 GMC Sierra	148,348	$24,712	$15,119	$35,000
DSEM	2013 Ford F-250	92,983	$34,446	$15,177	$38,000

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	5,402,343	300,000	49,448	562,000	776,500	525,000	678,000	447,000	2,988,500	8,690,843
	5,402,343	300,000	49,448	562,000	776,500	525,000	678,000	447,000	2,988,500	8,690,843

Policy/Comprehensive Plan Information

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

Operating Budget Impact

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



General County Vehicle

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Justice Information System (JIS) Upgrade

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076065**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**New Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project creates a sinking fund for the upgrade of the County managed Justice Information System (JIS). JIS is a custom in-house program, that supports all facets of criminal data for multiple agencies. The current system is older and the software requires modernization to stay current with today's technologies. This system supports information for the courts and criminal justice system. The complex system supports all activities from Law Enforcement processes (such as warrants, arrest, jail management), Court processes (e.g. first appearance and court docketing), State Attorney tracking & processes, Public Defender tracking and processes, Clerk processes, and Probation and Pretrial Release. A comprehensive system includes extensive modules for each of these tenants. The budget establishes a sinking fund for the estimated costs outlined below:

Cost estimate:
Corrections/Detention licensing only: $750,000-$1,000,000
(includes corrections, attorney manager (SAO & PD), classification, biometric ID, mug shots, jail module, VINE, LiveScan)
Implementation: $1,000,000
TOTAL: $2,000,000

Clerk's Office licensing only: $1,200,000-$1,500,000
(includes case manager, API toolkit, document manager, batch scanning, eSignature, FCC connector for E-filing)
Implementation: $1,500,000
TOTAL: $3,000,000
NOTE: The Clerk has available funding that would also go toward this portion of the solution.

GRAND TOTAL (estimate): $5,000,000

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	50,000	250,000	1,000,000	1,000,000	1,000,000	3,300,000	3,300,000
	0	0	0	50,000	250,000	1,000,000	1,000,000	1,000,000	3,300,000	3,300,000

Policy/Comprehensive Plan Information

Operating Budget Impact

N/A

Leon County Fiscal Year 2022-2026 Capital Improvement Program

L.I.F.E. Miccosukee Sense of Place

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**091004**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q5, Q6**

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

This initiative, which is a priority of the Board as reflected in Strategic Initiatives adopted as part of both the current and previous five-year Strategic Plans, is a catalytic project that will identify opportunities to strengthen the connection between citizens and the rural Miccosukee community. The initiative reflects a partnership between the County and Miccosukee area citizens to addresses long-standing community needs by making extraordinary improvements in the community and providing an outlet for proactive and positive change. At the April 24, 2018 budget workshop, the Board adopted the Miccosukee Rural Community Sense of Place Plan and approved the establishment of the Miccosukee Citizens Working Group. Plans have been developed for the renovation of the Concord School building to create a new Community Center facility.

In May and June 2021, four public meetings were held in the Miccosukee community to receive community input on the plans for and development of the new Miccosukee Community Center and discuss the associated timetable. Community members shared the program needs as well as preferences for a community gathering space. Suggestions include one large gathering room, separate smaller meeting spaces, and an educational suite to accommodate the Boys & Girls Club and other community educational offerings.

Strategic Initiative

Financial Summary

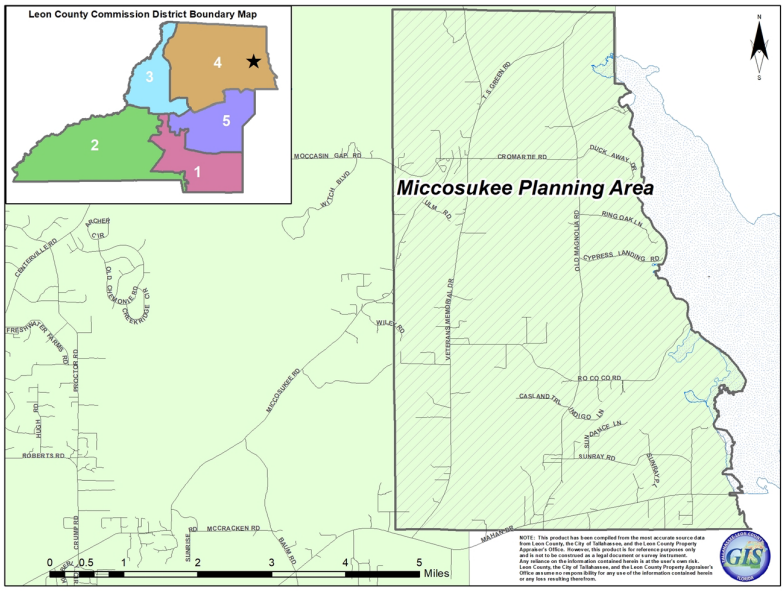
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	456,430	0	197,630	205,060	245,818	341,950	324,268	1,314,726	1,771,156
	0	456,430	0	197,630	205,060	245,818	341,950	324,268	1,314,726	1,771,156

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Lake Jackson Town Center

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**083002**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**Q5, Q6**

Project Description/Justification

This project is for minor tenant improvements at the Lake Jackson Town Center located at 3840 North Monroe Street. The shopping center houses the Lake Jackson Branch Library and Community Center and several third party tenants.

Strategic Initiative

N/A

Financial Summary

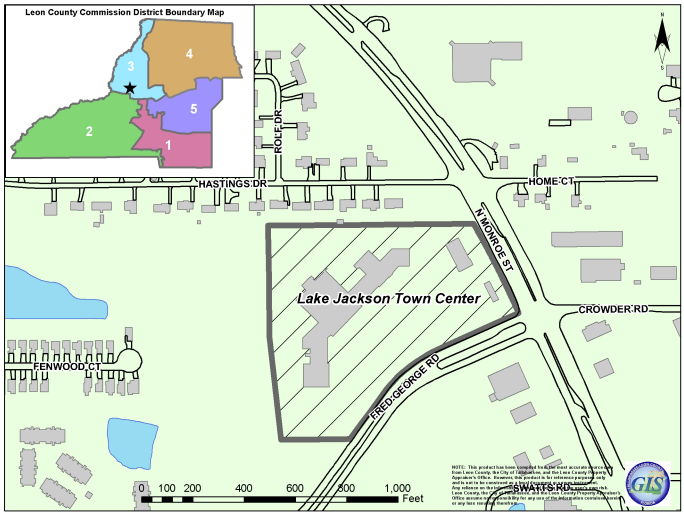
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
166 Huntington Oaks Plaza	760,867	151,553	61,152	0	0	0	0	0	0	912,420
305 Capital Improvements	52,602	0	0	0	0	0	0	0	0	52,602
	813,469	151,553	61,152	0	0	0	0	0	0	965,022

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A





Lake Jackson Town Center

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Large Application Refreshes and Upgrades

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076066**	Capital Improvement:	
Service Type:	**General Government**	Level of Service Standard:	
Status:	**New Project**	Strategic Initiative:	

Project Description/Justification

This project will establish a sinking fund for recurring large application upgrades and replacements to maintain the current infrastructure of the County and allow for current security patches to be applied. These currently include:

$140,000 Infor Public Sector (Workorder system for Public Works & Big Blue Button application),
$ 90,000 Faster (Fleet Management System)
$ 45,000 Paradigm
$ 15,000 AppXtender (county-wide)
$ 15,000 PSI Capture (county-wide KOFAX replacement)
Proposing an on-going sinking fund, based on a 3-year plan ($300,000/3 = $100,000/year which will allow financing of the upgrades, with the ability to keep these applications current or replace them with new solutions, as needed.)

Strategic Initiative

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	100,000	105,000	110,000	115,000	120,000	550,000	550,000
	0	0	0	100,000	105,000	110,000	115,000	120,000	550,000	550,000

Policy/Comprehensive Plan Information

Operating Budget Impact

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Leon County Government Annex

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086025**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EC1**

Project Description/Justification

This project is for renovations, mechanical and electrical upgrades, and safety improvements to the Leon County Government Annex building on Calhoun Street. These major maintenance and repair projects and building improvements will assist the County in potentially drawing new tenants to the vacant spaces within the building. Scheduled improvements are as follows:

FY 2022 - FY 2026
General building maintenance and repairs.

Strategic Initiative

N/A

Financial Summary

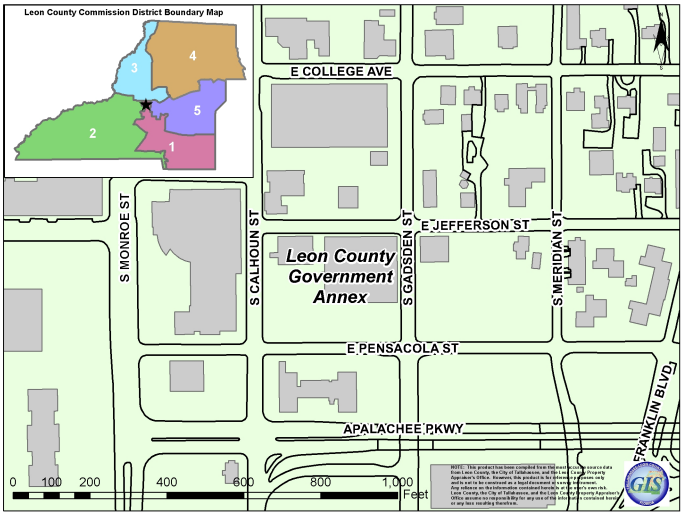
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
165 County Government Annex	6,478,773	1,268,374	5,218	250,000	150,000	150,000	150,000	150,000	850,000	8,597,147
305 Capital Improvements	622,134	0	0	0	0	0	0	0	0	622,134
311 Bond Series 2003A & 2003B Construction	16,924,203	0	0	0	0	0	0	0	0	16,924,203
318 Bond Series 1999 Construction	2,619,626	0	0	0	0	0	0	0	0	2,619,626
	26,644,736	1,268,374	5,218	250,000	150,000	150,000	150,000	150,000	850,000	28,763,110

Policy/Comprehensive Plan Information

Florida Statute 29.008(A) - designation of facilities for all Court related functions as a county responsibility

Operating Budget Impact

N/A





Leon County Government Annex Building

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Mobile Devices

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076042**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project funds mobile access to County work order systems, applications, and remote access. For the next several years, field operations will adopt mobile access to their work order systems allowing for data entry and access in the field for efficiency and process improvements. In addition, other mobile users also need access to applications from remote locations to perform their job efficiently. This can include remote printing and scanning peripherals.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	437,628	80,000	41,573	15,000	75,000	75,000	75,000	75,000	315,000	832,628
306 Transportation Improvements	246,748	0	0	0	0	0	0	0	0	246,748
	684,376	80,000	41,573	15,000	75,000	75,000	75,000	75,000	315,000	1,079,376

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

Funding Source	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned
305 Capital Improvements	15,450	15,914	16,391	16,883	17,389
	15,450	**15,914**	**16,391**	**16,883**	**17,389**

This project has an annual impact on the Management Information Services division's budget related to data plans for the mobile devices. These impacts are subsequently charged to the applicable department's communications operating budget. The estimated cost for each additional 20 mobile devices is $15,000.

Leon County Fiscal Year 2022-2026 Capital Improvement Program

New General Vehicle & Equipment

Dept/Div:	**Fleet Management**	Comp Plan CIE Project:	**N/A**
Project #:	**026018**	Capital Improvement:	
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for the purchase of county vehicles and equipment. The vehicles are associated with the hiring of one new Building Inspector for DSEM, in FY22. Out-year funding shows a vehicle for a building inspector in FY23 if development activity continues at its current pace. An additional vehicle is budgeted for Administration/CMR. The equipment items are budgeted by the Office of Resource Stewardship to assist Facilities Management in its routine maintenance activities on county properties. Equipment includes a Scissor Lift, 6x10 Trailer, and a Trailer Mounted Boom Lift.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
120 Building Inspection	28,841	0	0	0	0	0	0	0	0	28,841
305 Capital Improvements	90,404	16,160	16,160	155,999	37,500	0	0	0	193,499	300,063
	119,245	16,160	16,160	155,999	37,500	0	0	0	193,499	328,904

Policy/Comprehensive Plan Information

In accordance with the Green Fleet Policy, each vehicle and equipment replacement will be evaluated to make every effort to purchase and use the lowest emission vehicle or equipment item possible, while taking into account the vehicle's life cycle costs, miles per gallon, life cycle environmental impacts, and ability to support Leon County's operation and services.

Operating Budget Impact

Funding Source	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned
120 Building Inspection	9,198	9,198	0	0	0
001 General Fund	9,427	0	0	0	0
	18,625	**9,198**	**0**	**0**	**0**

N/A

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Pavement Management System

Dept/Div: **Management Information Services**
Project #: **076068**
Service Type: **General Government**
Status: **New Project**

Comp Plan CIE Project: **N/A**
Capital Improvement:
Level of Service Standard:
Strategic Initiative:

Project Description/Justification

A pavement management system allows management for the life of all paved roads in Leon County from build, maintenance, repair, repaving, etc. Currently there is not a complete system for managing all the paved roads in Leon County.

Strategic Initiative

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	28,000	0	0	0	0	28,000	28,000
	0	0	0	28,000	0	0	0	0	28,000	28,000

Policy/Comprehensive Plan Information

Operating Budget Impact

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Public Defender Technology

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076051**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for technology needs for the Public Defender's Office. As required by Article V, the County must cover hardware, software, and services for computer automation. Covered services are for STAC, the Public Defender's case management software and integration to the Justice Information System (JIS), which is the criminal case management system for Leon County, allowing for case information to auto populate and flow back to JIS so that others in the justice community have access to shared information in one place. FY 2022 budget includes $30,000 for technical support services. The STAC portion of this project was moved from the OIT operating budget to this project to consolidate technology expenses for the Public Defender's Office. Additional needs for FY 2022 are tablet replacements (26) at $40,000. Yearly O365 licensing is $18,000, and additional PC management licenses are $7,500.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	634,995	125,154	44,552	110,500	110,500	110,500	110,500	110,500	552,500	1,312,649
	634,995	125,154	44,552	110,500	110,500	110,500	110,500	110,500	552,500	1,312,649

Policy/Comprehensive Plan Information

Article V - legislation requiring counties to fund technology needs for the Public Defender's Office

Operating Budget Impact

N/A

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Remote Server Center (RSC) Improvements

Dept/Div: **Management Information Services**
Project #: **076067**
Service Type: **General Government**
Status: **New Project**

Comp Plan CIE Project: **N/A**
Capital Improvement:
Level of Service Standard:
Strategic Initiative:

Project Description/Justification

The Remote Serve Center (RSC) has experienced numerous outages and issues over the last few months including burst water pipes overhead, electric outages, and A/C outages. The remote data center was a retrofit in 2003. Mitigation is needed for improvements to the current facility or the option to move the infrastructure to Northwest Regional Data Center (NWRDC) which also achieves the best practice of having backups out of the region rather than having them in the same town.

Strategic Initiative

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	140,000	25,750	26,253	27,318	0	219,321	219,321
	0	0	0	140,000	25,750	26,253	27,318	0	219,321	219,321

Policy/Comprehensive Plan Information

Operating Budget Impact

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Serenity Cemetery Expansion

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**091002**	Capital Improvement:	
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q4**

Project Description/Justification

The number of burial plots available at the Leon County Serenity Cemetery will need to be expanded in the future to ensure continued burial capacity. Additional plots, access and stormwater improvements are planned to provide the same level of service in future years. This project entails site clearing, road construction, fencing, and stormwater conveyance.

Approximately 6.7 acres of the 8.7 acres of the Serenity Cemetery consists of undeveloped land. This project would improve this area by constructing two access points, internal roadway for traffic circulation, stormwater conveyance for the added impervious area and provide enough cleared land to establish an additional 1,142 burial plots. The northern portion of the Cemetery was expanded in FY 2018 by in-house crews to include an additional 221 burial plots, and all main access roads were built. Funding in FY 2023 is for work including improvements to the site's drainage system, access roads, and fences for an additional 480 plots. Funding in FY 2024 will complete the remaining roadway, fencing, and clearing for the remaining 441 plots.

Strategic Initiative

N/A

Financial Summary

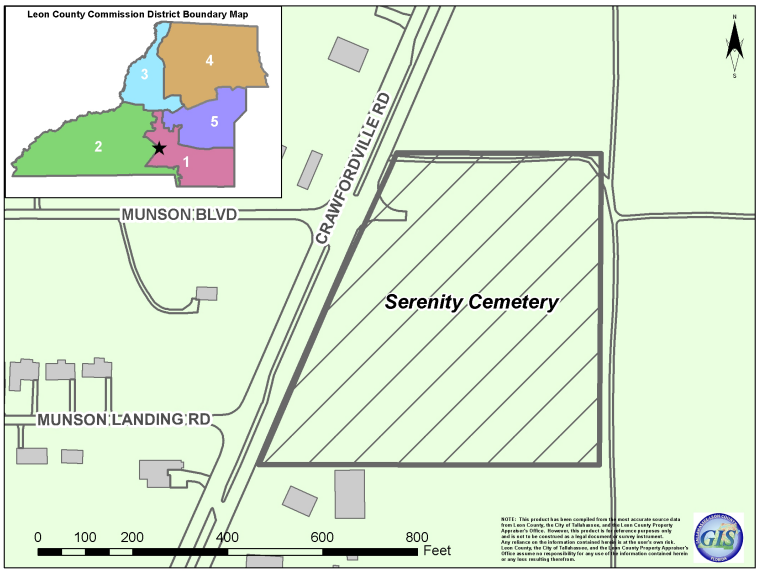
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	0	190,000	190,000	0	0	380,000	380,000
	0	0	0	0	190,000	190,000	0	0	380,000	380,000

Policy/Comprehensive Plan Information

Operating Budget Impact

Funding Source	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned
123 Stormwater Utility	500	500	800	500	500
	500	**500**	**800**	**500**	**500**

This project has operating impacts for the Stormwater Management program of Operations related to maintenance and permitting for the stormwater pond. There are annual operating impacts for the Facilities Management division related to mowing and miscellaneous maintenance.



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Solar Arrays on County Buildings

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086081**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN4**

Project Description/Justification

As part of the County's Integrated Sustainability Action Plan (ISAP) approved at the April 23, 2019 Budget Workshop, an annual budget of $50,000 was established to increase the County's use of renewable energy by expanding solar on County buildings. The ISAP Goal recommends increasing renewable energy capacity on County facilities by 30% by 2030.

Strategic Initiative

Explore new opportunities for solar on County facilities. (2016-21)

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	100,000	0	50,000	50,000	50,000	50,000	50,000	250,000	350,000
	0	100,000	0	50,000	50,000	50,000	50,000	50,000	250,000	350,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

State Attorney Technology

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076047**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for technology needs for the State Attorney's Office. As required by Article V, the County must cover hardware, software, and services for computer automation. Covered services are for STAC which is the State Attorney's case management software and integration to the Justice Information System (JIS), which is the criminal case management system for Leon County. This allows for case information to auto populate within STAC and allow updates within STAC to flow back to JIS so others in the justice community have access to shared information. The STAC portion of this project was moved from the OIT operating budget to this project to consolidate technology expenses for the State Attorney's Office.

FY22: $110,900 for technical support services (This represents Leon County's share of the 2nd Circuit total cost).
$38,600 for hardware and software needs
$8,715 for copier and other services

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	648,554	149,615	72,124	158,215	149,615	149,615	149,615	149,615	756,675	1,554,844
	648,554	149,615	72,124	158,215	149,615	149,615	149,615	149,615	756,675	1,554,844

Policy/Comprehensive Plan Information

Article V - legislation requiring counties to fund technology needs for the State Attorney's Office

Operating Budget Impact

N/A

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Supervisor of Elections Technology

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076005**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G3**

Project Description/Justification

This project is for technology improvements for the Supervisor of Elections (SOE) in support of its voter operations and elections. This funding covers regular software and hardware maintenance as well as new software and services for candidate tracking, voter address validation, equipment inventory, cyber security, new hardware and services for the expanded phone bank, and mobile devices for the poll sites.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	667,270	123,350	20,156	50,000	50,000	50,000	50,000	50,000	250,000	1,040,620
	667,270	123,350	20,156	50,000	50,000	50,000	50,000	50,000	250,000	1,040,620

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Tourist Development Building

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**086065**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EC4**

Project Description/Justification

This project funds the relocation of the Leon County Division of Tourism (Welcome Center) to the Historic Train Station building located on Railroad Avenue. The Office of Human Services and Community Partnerships (HSCP), previously located in the Historic Train Station building was relocated to the Cooperative Extension Agriculture (Co-op) Center located on Paul Russell Road. Funding for this project came from the sale of the Tourism building at 106 E. Jefferson Street. As part of the County's plan to address the impacts to Tourism revenues as a result of COVID-19, $2.2 million in American Rescue Plan Act (ARPA) replacement revenues were recommended to support tourism capital projects and enhanced destination marketing to mitigate the significant impacts to the tourism economy. $1.1 million of ARPA funding was allocated in FY 2021 reducing the need for funding in FY 2022. Construction is scheduled to begin Fall 2021 and to be completed in Summer 2022.

Strategic Initiative

N/A

Financial Summary

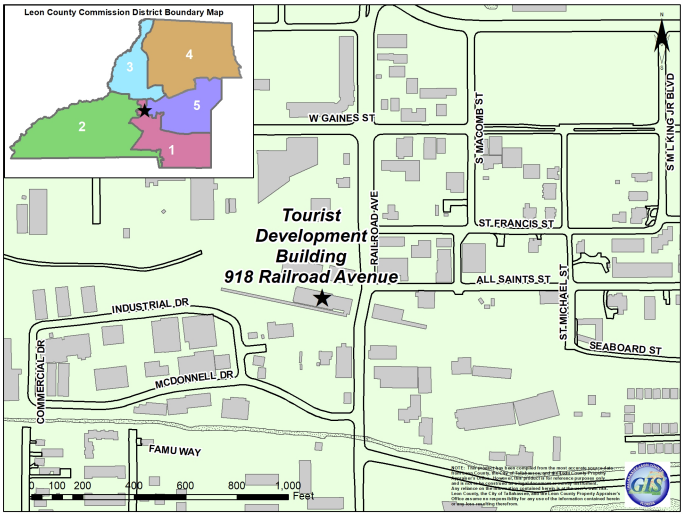
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
160 Tourism Development	419,903	3,337,030	5,583	0	0	0	0	0	0	3,756,933
	419,903	3,337,030	5,583	0	0	0	0	0	0	3,756,933

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A





Future Site - Tourist Development Building

Leon County Fiscal Year 2022-2026 Capital Improvement Program

User Computer Upgrades

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076024**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for the replacement of aged-out user computers, printers, and peripherals. A replacement schedule is important due to advances in software, deterioration of hardware, the inability to obtain replacement parts for old equipment and the increased cost of maintenance of old equipment. Most computers are on a five-year replacement cycle plan. Users with specialty software needs, such as engineers and GIS staff, are in a three-year replacement cycle. The computers that are replaced every three years are recycled to County users with standardized needs. Pursuant to County Policy, older machines are recycled to the Goodwill's electronics store.

As part of the County's plan to utilize $1.9 million of American Rescue Plan Act (ARPA) funds for the continuity of operations, funding was allocated in FY 2021 for the County to enhance remote working capabilities by acquiring and proactively deploying additional laptops, configured with secure virtual desktop capability, for use throughout the public health emergency. These funds were used for the acquisition of approximately 850 laptops, which includes 650 laptops to be deployed across County work areas and an additional 200 laptops to be deployed across the Constitutional and Judicial Offices. In addition, these new laptops and existing laptops owned by the County are enhanced with the new secured virtual desktop solution to provide additional security across these devices for remote working capabilities. As a result of the allocation of ARPA funding for the acquisition of laptops with fully remote capabilities, this project budget was reduced in FY 2021 and FY 2022 which reduced the number of replacement computers to be purchased and delayed a portion of the five-year replacement schedule back by more than a year.

To maintain the five-year PC replacement cycle, and facilitate preparedness when other natural disasters, fire, or other situations require staff to work remote, the plan is to migrate all Sr. Management staff to tablets/laptops, followed by other key staff by deploying 50 devices at the time. These would be deployed in the place of a PC. Replacing staff tablets/laptops per year equates to an additional $55,000 per year (total $475,000) and would have all Sr. Managers on mobile devices within four years.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	5,026,286	290,730	87,435	160,000	475,000	475,000	475,000	475,000	2,060,000	7,377,016
	5,026,286	290,730	87,435	160,000	475,000	475,000	475,000	475,000	2,060,000	7,377,016

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

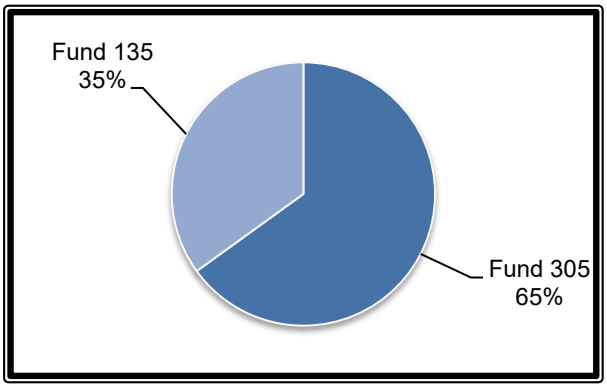
Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

Health & Safety

Overview
The Health & Safety section contains capital improvement projects designed to facilitate the provision of emergency medical and other public safety services provided by Leon County government. Major Health & Safety capital projects funded in FY 2022 include the Detention Facility Complex Maintenance, Emergency Medical Services Vehicle and Equipment, and the Public Safety Complex.

Funding Sources
Chart 25.6 illustrates that Capital Improvement (Fund 305) funds 65% ($2,242,000), Emergency Medical Services MSTU (Fund 135) funds 35% ($1,205,000) of the Health & Safety capital improvement budget in FY 2022.

Chart 25.6
FY 2022 Health & Safety Projects by Funding Source



Managing Divisions
Table 25.11 shows Engineering Services will manage two projects or 40% of the Health & Safety projects. Fleet Management, Facilities Management and Management Information Services will each manage a single project, which accounts for the remaining 60% of the Health & Safety projects.

Table 25.11
FY 2022 Health & Safety Projects by Managing Division

Managing Division	# of Projects	FY 2022 Budget
Engineering Services	2	$2,920,000
Fleet Management	1	$1,180,000
Management Information Services	1	$150,000
Facilities Management	1	$25,000
Total	**5**	**$3,447,000**

Operating Budget Impacts
There are no estimated impacts from Health & Safety projects on the operating budget for FY 2022.

Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

Health & Safety Index

Page	Project	#	FY 2020 Life to Date	FY 2021 Adj Budget	FY 2022 Budget	FY22-FY26 Total	Project Total
25-70	Detention Facility Complex Maintenance	086031	$11,087,578	$2,312,062	$1,180,000	$1,590,000	$14,989,640
25-71	Emergency Medical Services Technology	076058	$384,423	$38,428	$25,000	$25,000	$447,851
25-72	EMS Vehicle & Equipment Replacement	026014	$11,690,116	$2,644,439	$2,092,000	$1,610,000	$15,944,555
25-73	L.I.F.E. Fire Safety Infrastructure	091006	$0	$0	$0	$125,000	$125,000
25-74	Public Safety Complex	096016	$16,026,731	$487,030	$150,000	$50,000	$16,563,761
	Health & Safety Total		**$39,188,848**	**$5,481,959**	**$3,447,000**	**$3,400,000**	**$48,070,807**

*The Capital Improvement projects highlighted are fully funded in FY 2021. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Detention Facility Complex Maintenance

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**086031**	Capital Improvement:	**N/A**
Service Type:	**Health & Safety**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q3**

Project Description/Justification

This project is for repair and maintenance of structures at the Leon County Detention Facility Complex. Planned construction, repairs and maintenance includes:

Project 086031	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
General Improvements	-	88,000	250,000	250,000	-
Honeywell Fire System	100,000	-	-	-	-
Admin Building Renovations	480,000	40,000	40,000	40,000	40,000
Surveillance Cameras/Infrastructure	100,000	200,000	-	-	-
Exterior Window Openings (Exercise Decks)	50,000	200,000	200,000	200,000	200,000
Elevators (Jail)	180,000	450,000	800,000	800,000	800,000
Detention Center Roof Phase II	390,000	750,000	550,000	550,000	550,000
Railings	-	80,000	-		
Booking Counters	20,000	20,000	20,000	20,000	20,000
Evidence Storage	500,000	-	-	-	-
Fabricate Existing Chase Plates	32,000	32,000	32,000	-	-
Suspended Scaffolding	-	40,000	-	-	-
Sliding Doors Replacement	189,000	207,000	234,000	-	-
Dorm D Gas Pack	25,000	-	-	-	-
Dorm C Gas Pack	26,000	-	-	-	-
Total	**2,092,000**	**2,107,000**	**2,126,000**	**1,860,000**	**1,610,000**

Strategic Initiative

N/A

Financial Summary

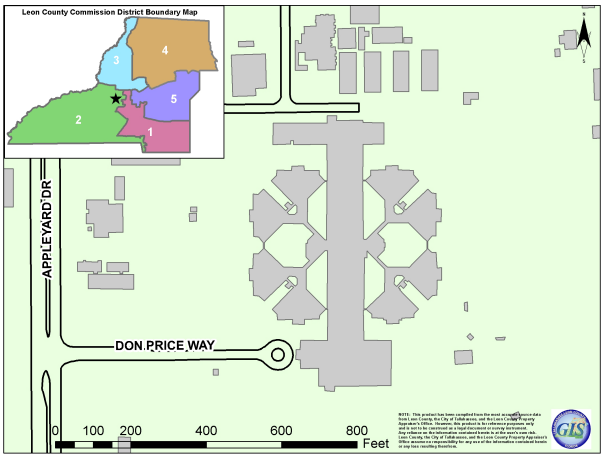
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	7,671,319	2,577,769	161,850	2,092,000	2,107,000	2,126,000	1,860,000	1,610,000	9,795,000	20,044,088
308 Sales Tax	4,018,797	66,670	0	0	0	0	0	0	0	4,085,467
	11,690,116	2,644,439	161,850	2,092,000	2,107,000	2,126,000	1,860,000	1,610,000	9,795,000	24,129,555

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A





Leon County Fiscal Year 2022-2026 Capital Improvement Program

Emergency Medical Services Technology

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076058**	Capital Improvement:	**N/A**
Service Type:	**Health & Safety**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q3**

Project Description/Justification

This project is for the technological needs of Leon County's Emergency Medical Services Division.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
135 Emergency Medical Services MSTU	384,423	38,428	14,198	25,000	25,000	25,000	25,000	25,000	125,000	547,851
	384,423	38,428	14,198	25,000	25,000	25,000	25,000	25,000	125,000	547,851

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Emergency Medical Services Vehicles & Equipment Replacement

Dept/Div:	**Fleet Management**	Comp Plan CIE Project:	**N/A**
Project #:	**026014**	Capital Improvement:	**N/A**
Service Type:	**Health & Safety**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q3**

Project Description/Justification

This project is for the acquisition of Emergency Medical Services ambulances, vehicles and equipment. In accordance with the Green Fleet Policy, each vehicle and equipment replacement is evaluated to make every effort to purchase and use the lowest emission vehicle or equipment item possible, while taking into account the vehicle's life cycle costs, miles per gallon, life cycle environmental impacts, and ability to support Leon County's operation and services. Emergency Medical Services ambulances are replaced every 5 to 6 years. It is estimated that the vehicles/equipment being replaced will generate $33,000 in surplus sales.

The following is the FY 2022 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
EMS	2015 Ford Horton Ambulance	149,299	$172,920	$70,429	$205,000
EMS	2015 Ford Horton Ambulance	156,800	$172,920	$81,964	$205,000
EMS	2015 Ford Horton Ambulance	168,000	$172,920	$60,317	$205,000
EMS	2015 Ford Horton Ambulance	172,700	$172,920	$61,911	$205,000
EMS	2015 Ford Horton Ambulance	152,600	$172,920	$66,621	$280,000
EMS	2008 Event Utility Vehicle	55,300	$36,791	$3,974	$80,000

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
135 Emergency Medical Services MSTU	11,087,578	2,312,062	945,814	1,180,000	1,485,000	1,565,000	1,548,000	1,590,000	7,368,000	20,767,640
	11,087,578	2,312,062	945,814	1,180,000	1,485,000	1,565,000	1,548,000	1,590,000	7,368,000	20,767,640

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

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



Leon County Ambulance

Leon County Fiscal Year 2022-2026 Capital Improvement Program

L.I.F.E. Fire Safety Infrastructure

Dept/Div: **Engineering Services**
Project #: **091006**
Service Type: **Health & Safety**
Status: **Existing Project**

Comp Plan CIE Project: **N/A**
Capital Improvement:
Level of Service Standard: **N/A**
Strategic Initiative:

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

In February 2014, Leon County conducted a Workshop on Fire Safety Needs throughout the unincorporated area. The workshop provided the basis to increase the annual funding for the County's fire hydrant program and the establishment of the formal program criteria. In addition, the Board provided direction to consider establishing a 2/3 matching program for waterline extension and fire protection enhancements into the L.I.F.E. program. The 2/3 program requires that two-thirds of the owners of two-thirds of the property abutting on any road, or any continuous portion, or any groups of roads within the unincorporated area of the county, present a signed petition to the Board of County Commissioners, requesting that their properties be evaluated for improvements and if granted, these improvements are assessed on their properties. The 2/3 concept was originally proposed given the significant cost associated with extending water lines (in excess of $500,000 per mile). However, certain isolated neighborhood issues may be addressed that do not require a full mile of extension and therefore have a lower overall cost impact. In addition, in support of fire suppression efforts water supply enhancements (tanks and wells) continue to be evaluated. Finally, the County will also seek opportunities to leverage the L.I.F.E. funding in support of fire suppression through partnerships with Talquin and City Utilities. Funding will be utilized for a 2/3 matching program and/or direct payment for water line extensions in support of fire suppression, as well as, the installation of wells/tanks.

Strategic Initiative

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	0	125,000	0	125,000	125,000	375,000	375,000
	0	0	0	0	125,000	0	125,000	125,000	375,000	375,000

Policy/Comprehensive Plan Information

Operating Budget Impact

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Public Safety Complex

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**096016**	Capital Improvement:	**N/A**
Service Type:	**Health & Safety**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q3**

Project Description/Justification

This project is for facility maintenance and technology needs of the Public Safety Complex. The FY 2022 – FY 2026 budget provides ($100,000) annually for technology needs, and supports a sinking fund for future technology upgrades, including the current replacement and refresh of the audio/visual systems, hardware in the Data Center, and system maintenance and upgrades for Facilities automation ($50,000). These costs are split 50/50 with the City of Tallahassee. Facilities building projects include; UPS battery replacement; UPS battery capacitor replacement and switchgear maintenance ($25,000).

Strategic Initiative

N/A

Financial Summary

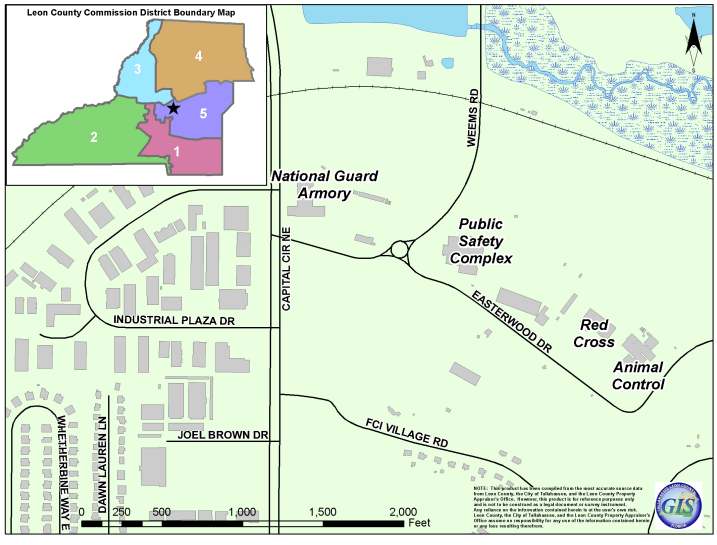
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
125 Grants	2,263,447	0	0	0	0	0	0	0	0	2,263,447
305 Capital Improvements	13,763,284	487,030	0	150,000	150,000	150,000	150,000	50,000	650,000	14,900,314
	16,026,731	487,030	0	150,000	150,000	150,000	150,000	50,000	650,000	17,163,761

Policy/Comprehensive Plan Information

May 14, 2013 - Interlocal Agreement for the joint management and use of the Public Safety Complex; Interlocal Agrement for the telecommunications and technology for the Public Safety Complex.

Operating Budget Impact

N/A





Public Safety Complex

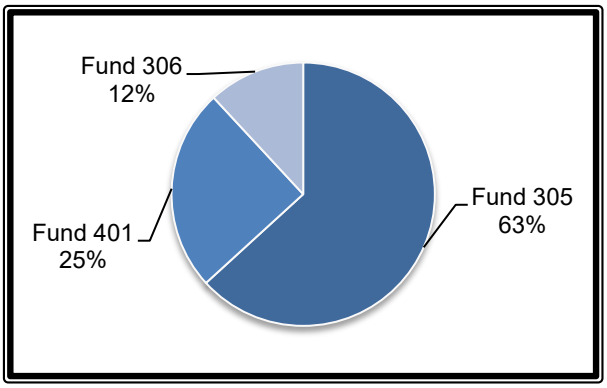
Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

Physical Environment

Overview
The Physical Environment section contains capital improvement projects designed to facilitate the provision of services by the different branches of Leon County government with regards to stormwater management, water quality improvements and solid waste management. Major Physical Environment capital projects funded in FY 2022 include Stormwater Infrastructure Preventative Maintenance, GIS Incremental Basemap Update, Permitting Software Enhancements, Solid Waste Heavy Equipment and Transfer Station Heavy Equipment.

Funding Sources
Chart 25.7 illustrates that the Capital Improvement (Fund 305) funds 63% ($1,593,500) of the Physical Environment projects funded in FY 2022. Solid Waste Management (Fund 401) funds 25% ($627,011). Gas Tax (Fund 306) accounts for 12% ($300,000) of Physical Environment funding.

Chart 25.7
FY 2022 Physical Environment Projects by Funding Source



Managing Divisions
Table 25.12 shows Engineering Services will manage the majority (42%) of the Physical Environment capital with thirteen projects. Fleet Management will manage five projects for a total of 19%. Solid Waste will manage four projects for 15%. Management Information Services and Public Works - Operations will each manage three projects, which accounts for the remaining 24% of the Physical Environment capital projects.

Table 25.12
FY 2022 Physical Environment Projects by Managing Division

Managing Division	# of Projects	FY 2021 Budget
Engineering Services	11	$540,000
Fleet Management	5	$667,500
Solid Waste	4	$427,511
Management Information Services	3	$685,500
Public Works - Operations	3	$200,000
Total	**26**	**$2,520,511**

Operating Budget Impacts
There are no estimated impacts from Physical Environment projects on the operating budget for FY 2022.

Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

Physical Environment Index

Page	Project	#	FY 2020 Life to Date	FY 2021 Adj Budget	FY 2022 Budget	FY22-FY26 Total	Project Total
25-77	Baum Road Drainage Improvement	054011	$39,218	$1,116,782	$0	$0	$1,156,000
25-78	Belair-Annawood Septic to Sewer	062007	$888,139	$4,068,632	$0	$0	$4,956,771
25-79	Blueprint 2020 Water Quality & Stormwater	067003	$0	$0	$0	$8,500,000	$8,500,000
25-80	Comprehensive Wastewater Treatment Project	062006	$0	$500,000	$0	$0	$500,000
25-81	FDEP Springs Restoration Project	125-927128	$111,403	$1,388,597	$0	$0	$1,500,000
25-82	Fords Arm – Lexington Pond Retrofit	063005	$6,677,092	$830,974	$0	$800,000	$8,308,066
25-83	Geographic Information Systems	076009	$6,525,566	$306,000	$337,000	$1,736,000	$8,567,566
25-84	GIS Incremental Basemap Update	076060	$4,230,920	$358,259	$298,500	$1,492,500	$6,081,679
25-85	Hazardous Waste Vehicle and Equipment Replacement	036042	$43,057	$0	$34,500	$82,500	$125,557
25-86	Household Hazardous Waste Improvements	036019	$502,940	$71,883	$0	$150,000	$724,823
25-87	Killearn Acres Flood Mitigation	064001	$3,105,945	$483,177	$0	$225,000	$3,814,122
25-88	L.I.F.E. Stormwater and Flood Relief	091009	$0	$0	$0	$1,145,476	$1,145,476
25-89	Lake Henrietta Renovation	061001	$72,209	$0	$240,000	$1,490,000	$1,562,209
25-90	Landfill Closure	036043	$2,994,073	$7,932,532	$0	$0	$10,926,605
25-91	Landfill Improvements	036002	$1,720,545	$74,601	$0	$0	$1,795,146
25-92	NE Lake Munson Septic to Sewer	062008	$628,631	$13,221,436	$0	$0	$13,850,067
25-93	Pedrick Pond Stormwater Improvements	045007	$217,015	$30,902	$0	$0	$247,917
25-94	Permit & Enforcement Tracking System	076015	$1,448,816	$944,683	$50,000	$700,000	$3,093,499
25-95	Rural Waste Vehicle and Equipment Replacement	036033	$970,204	$0	$0	$135,000	$1,105,204
25-96	Solid Waste Facility Heavy Equipment & Vehicle Replacement	036003	$4,209,728	$388,000	$0	$290,000	$4,887,728
25-97	Stormwater Infrastructure Preventative Maintenance	067006	$363,724	$1,031,276	$300,000	$3,500,000	$4,895,000
25-98	Stormwater Pond Repairs	066026	$1,417,625	$100,000	$200,000	$800,000	$2,317,625
25-99	Stormwater Vehicle & Equipment Replacement	026004	$7,299,985	$355,800	$468,000	$3,247,000	$10,902,785
25-100	Transfer Station Heavy Equipment Replacement	036010	$3,623,709	$436,000	$165,000	$1,920,000	$5,979,709
25-101	Transfer Station Improvements	036023	$1,177,260	$982,723	$427,511	$1,030,649	$3,190,632
25-102	Woodville Sewer Project	062003	$1,594,642	$10,923,712	$0	$0	$12,518,354
	Physical Environment Total		**$49,862,446**	**$45,545,969**	**$2,520,511**	**$27,244,125**	**$122,652,540**

*The Capital Improvement projects highlighted are fully funded in FY 2021. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Baum Road Drainage Improvements

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**054011**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**Q3**

Project Description/Justification

This project is for drainage improvements and wetland mitigation to reduce the flooding of Baum Road and associated stream erosion. The drainage way through Winfield Forest subdivision remained natural during the subdivision development. Uphill development north of Winfield Forest on both sides of Baum Road, including I-10, generates increased flows, which overwhelm the Baum Road cross-drain during heavy storms. This project was planned for construction in FY 2021, however, due to COVID-19 and budget balancing strategies, this project was deferred until FY 2022. However, to bolster the transportation capital program, and fund critical road/flooding projects that were delayed or not considered because of COVID, $2.7 million in American Rescue Plan Act (ARPA) replacement revenue funding was recommended to shore up the transportation capital program. $926,000 of ARPA was allocated in FY 2021 reducing the need for funding in FY 2022.

This project is funded in three stages that include:
(1) a feasibility study with community input (FY 2019 - FY 2020);
(2) design and permitting (FY 2021); followed by
(3) construction (FY 2022).

Strategic Initiative

N/A

Financial Summary

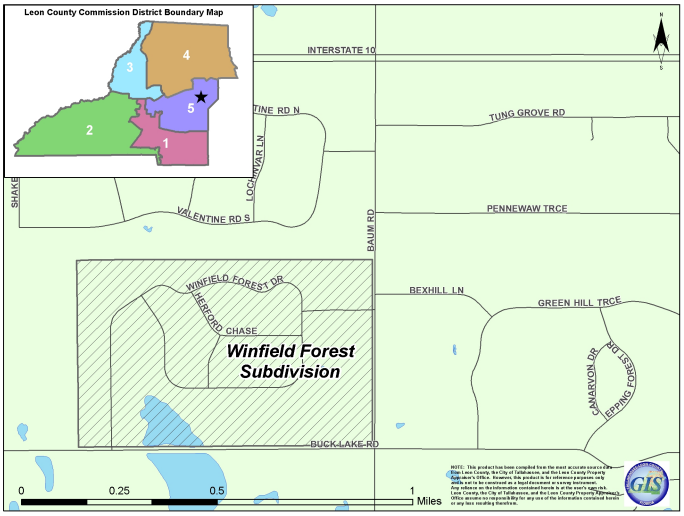
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	39,218	1,116,782	0	0	0	0	0	0	0	1,156,000
	39,218	1,116,782	0	0	0	0	0	0	0	1,156,000

Policy/Comprehensive Plan Information

Improving the conveyance will allow compliance with Stormwater Management Policy 1.5.2: No floodwater in one driving lane each direction of collector streets in a 25-year storm.

Operating Budget Impact

Division of Operations operating budget savings from decreased roadway repair will be offset by wetland area maintenance.





Baum Road

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Belair-Annawood Septic to Sewer

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**062007**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN1, EN2**

Project Description/Justification

During the development of the grant agreements and discussion of future projects, priorities, and a shared desire to improve water quality in the region, the Florida Department of Environmental Protection (FDEP) proposed an ongoing financial partnership whereby the state would prioritize and match local funds for future Leon County projects. As a result, staff developed a tentative seven-year improvement plan that continues to implement the County's commitment for water quality and springs protection projects in Leon County. The local match for the future water quality grants is anticipated to be made through the County's share of the $42.5 million Blueprint 2020 Water Quality and Stormwater Improvement allocation. The "Tentative Leon County Water Quality and Springs Protection Improvement Plan" is estimated to result in the leveraging of an additional $20.4 million in state matching grants through FY 2024.

This project will make central sanitary sewer connections available for approximately 113 single family residences and businesses in the Belair and Annawood developments of southwest Leon County. Design services for Annawood and a portion of Belair were initiated in mid FY 2018, and were completed during FY 2020, along with permitting and bids for construction. Construction for Annawood and Belair Phase 1 has started with an anticipated completion in FY 2021. This project will be coordinated closely with subdivision residents, the City of Tallahassee Underground Utilities, and Talquin Electric Cooperative. The project is funded by a $1.75 million grant sponsored by Florida Department of Environmental Protection with 100% match funding required by the County.

The first phase of the project (W. Flagg Street in Belair) was completed in 2019 incidental to the new pump station completion in Woodside Heights. The next phase of work was bid in Spring 2020, consisting of the entire Annawood area and Maxwell and W. Susan Drives in Belair. The remaining sewer installations are pending the necessary Right-of-Way acquisitions and additional grant funding. As part of the County's plan to utilize ARPA funds for infrastructure improvements, $1.4 million in ARPA funding was allocated in FY 2021 to support the remaining cost for the project.

Strategic Initiative

Implement the adopted Basin Management Action Plan for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (2016-13)

Reduce nitrogen impacts in the Primary Springs Protection Zone by identifying cost effective and financially feasible ways including, develop a septic tank replacement program. (2016-23A)

Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone. (Environment Bold Goal)

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
125 Grants	616,934	1,133,067	18,396	0	0	0	0	0	0	1,750,001
137 American Rescue Plan Act (ARPA)	0	1,444,000	0	0	0	0	0	0	0	1,444,000
305 Capital Improvements	271,205	1,491,565	560,280	0	0	0	0	0	0	1,762,770
	888,139	4,068,632	578,676	0	0	0	0	0	0	4,956,771

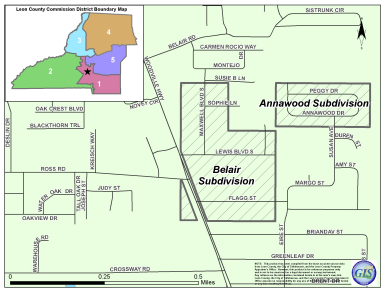
Policy/Comprehensive Plan Information

Comprehensive Plan Reference: SANITARY SEWER GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide efficient wastewater treatment that meets the demands of the community while maintaining public health and environmental standards. Goal 2: Sanitary sewer facilities and service shall be provided to meet existing and projected demands identified in the Plan.

Comprehensive Plan Land Use Policy 1.1.4 states "Central water and sewer may be provided in areas designated as Rural Community, ..." Land Use Policy 1.1.3 limits capital infrastructure designed to support urban density outside the Urban Service Area to instances such as the Woodville Rural Community where there is the potential of severe environmental degradation if no improvements are made, such as the high nitrogen loads from septic tanks.

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Blueprint 2020 Water Quality & Stormwater

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**067003**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN1**

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. This allocation of $85 million is for water quality and stormwater funding (split 50/50 between the City and the County) of its 80% share of the Sales Tax Extension. A total of $42.5 million is set-aside for water quality protection and stormwater mitigation in Leon County, or an estimated $2,125,000 per year.

On May 10, 2016, the Board authorized staff to finalize the Primary Springs Protection Grant submission for the Woodville Sewer Design utilizing $1.5 million in unallocated fund balance to be repaid from the County's share of the Blueprint 2020 Water Quality allocation. Local match funds will be required for construction of the Woodville Central Sewer System. The Design RFP was released on 2/2/2018, and the actual design started in February 2019 following grant scope modification. Per the preliminary project schedule, the final design should be completed by 5/31/2020. The Board also directed staff to continue to seek future Springs Restoration grant funds for the Northeast Lake Munson ($2.75 million match) and the Annawood/Belair areas ($1.75 million match), utilizing unallocated fund balance for the initial match requirements, a State Revolving Loan, also to be repaid from Blueprint 2020 Water Quality allocation.

On February 13, 2018, the Board accepted the grant from the springs restoration grant program for Northeast Lake Munson and BelairAnnawood sewer system projects. The design services for Belair and Annawood started in April 2018 using Engineering Continuing Supply contractors. The design services for Northeast Lake Munson were obtained through an RFP and began in February 2019. For cash flow purposes, the local match for these projects was initially cashed advanced by the County through the capital reserves and will be repaid by the County's share of the $42.5 million Blueprint 2020 Water Quality and Stormwater Improvement allocation. To date, the County has advance funded $6 million towards sewer projects.

Additional phases of the Woodville Sewer project and septic system upgrades are anticipated to require a local match of $19.3 million, for a total of $25.3 million. The local match for these future water quality grants is anticipated to be made through the County's share of the Blueprint 2020 funds and would be allocated as part of future annual budget processes.

Strategic Initiative

Implement the adopted Basin Management Action Plan (BMAP) for Wakulla Springs, including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (2016-13)

Reduce nitrogen impacts in the Primary Springs Protection Zone by identifying cost effective and financially feasible ways including, develop a septic tank replacement program. (2016-23A)

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	0	2,125,000	2,125,000	2,125,000	2,125,000	8,500,000	8,500,000
	0	0	0	0	2,125,000	2,125,000	2,125,000	2,125,000	8,500,000	8,500,000

Policy/Comprehensive Plan Information

Sales Tax Extension Referendum; Board Strategic Initiative: Environmental - Bring central sewer to Woodville consistent with the Water and Sewer Master Plan including consideration for funding though the Sales Tax Extension; and Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

Operating Budget Impact

N/A

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Comprehensive Wastewater Treatment Project

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**062006**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN2**

Project Description/Justification

This project is for consultant services to complete the Comprehensive Wastewater Treatment Facilities Plan (CWTFP). The CWTFP is the initial project segment for the Alternative Sewer Solutions Study included in the Sales Tax Extension Interlocal Agreement, which will provide recommended technologies, financing and management strategies, and an assessment of regulatory measures related to preferred sewage treatment and disposal systems in unincorporated Leon County. The consultant services contract was executed in FY 2019 to evaluate alternative wastewater technologies and complete the CWTFP. The study is funded by the Blueprint Sales Tax Extension. The contract also includes additional scope of work for the Florida Department of Environmental Protection (FDEP) Wastewater Treatment Feasibility Analysis grant, which the Board accepted in May 2019. That project is reflected in the grant fund. The project kickoff meeting was held in November 2019. Public engagement, including a virtual meeting, was held on the first three tasks for the Study in August 2021. Additional public engagement will be held prior to submitting the plan to the Board for review in December 2021.

Strategic Initiative

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
125 Grants	0	500,000	0	0	0	0	0	0	0	500,000
	0	500,000	0	0	0	0	0	0	0	500,000

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: SANITARY SEWER GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide efficient wastewater treatment that meets the demands of the community while maintaining public health and environmental standards. Goal 2: Sanitary sewer facilities and service shall be provided to meet existing and projected demands identified in the Plan.

Operating Budget Impact

N/A

Leon County Fiscal Year 2022-2026 Capital Improvement Program

FDEP Springs Restoration Project

Dept/Div:	**Grants Public Works**	Comp Plan CIE Project:	**N/A**
Project #:	**927128**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	

Project Description/Justification

At the April 2016 budget workshop, the Board approved working with the state regarding alternative On-site Sewage Treatment and Disposal Systems (OSTDS) technologies for nitrate removal. The alternative technologies can be utilized where it is not cost-effective or technically feasible for central sewer. The grant provides funds to Leon County for replacement of residential OSTDS with the new technologies, which will be monitored post-construction for water quality improvement and operational cost analysis after installation.

This project is fully funded by the Florida Department of Environmental Protection Springs Restoration Grant Program. No grant match is required.

This project is for the construction of advanced passive on-site sewage treatment and/or disposal systems in the Wakulla Basin Management Action Plan Priority Focus Area 1. Initial focus will be on the Wilkinson Woods neighborhood, northeast of the Woodville Rural Community. System installation began in Summer 2020. More than 26 systems have been replaced to date.

Strategic Initiative

N/A

Financial Summary

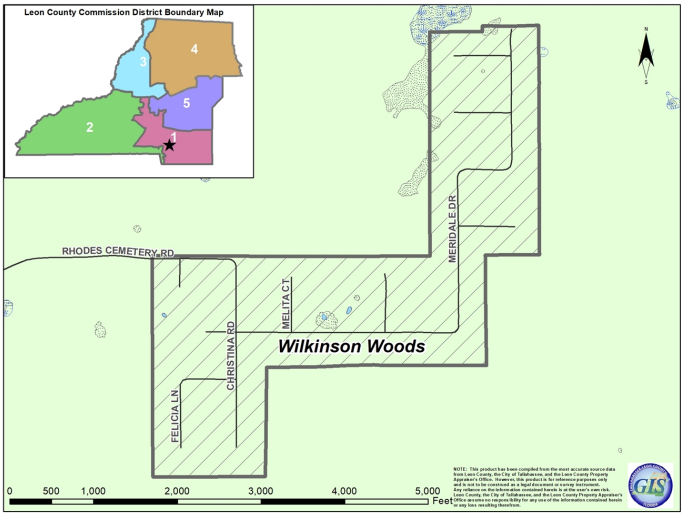
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
125 Grants	111,403	1,388,597	329,277	0	0	0	0	0	0	1,500,000
	111,403	1,388,597	329,277	0	0	0	0	0	0	1,500,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Fords Arm - Lexington Pond Retrofit

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**063005**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN1, EN2**

Project Description/Justification

This project is partially funded by the $50 million (split 50/50 between the City and the County) set aside by Blueprint for stormwater and water quality retrofits from the Sales Tax Extension.

This project is for water quality treatment and flow attenuation for stormwater entering Fords Arm of Lake Jackson from the Lexington Branch. The project provides a combination of attenuation, water quality treatment and flow way improvements in the contributing basin south and east of Fords Arm. This project includes drainage improvements at Meridian Road, Lexington Road and Timberlane Road which will help prevent flooding along those roads. Construction of Linene Woods Phase I between Hunter's Crossing subdivision and the wetland north of John Hancock was completed in FY 2020. The Meridian Road crossing was completed in FY 2021. Linene Woods Phase II-A between Dartmoor Drive and Lakeshore Drive will commence in FY 2022 following acquisition of the project easement. The Timberlane Road upgrade is anticipated to begin in FY 2023. Linene Woods Phase II-B will be deferred until future funding availability.

Strategic Initiative

EN1, EN2

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
125 Grants	200,000	0	0	0	0	0	0	0	0	200,000
305 Capital Improvements	2,170	220,051	0	0	200,000	600,000	0	0	800,000	1,022,221
309 Sales Tax - Extension	6,474,922	610,923	377,155	0	0	0	0	0	0	7,085,845
	6,677,092	830,974	377,155	0	200,000	600,000	0	0	800,000	8,308,066

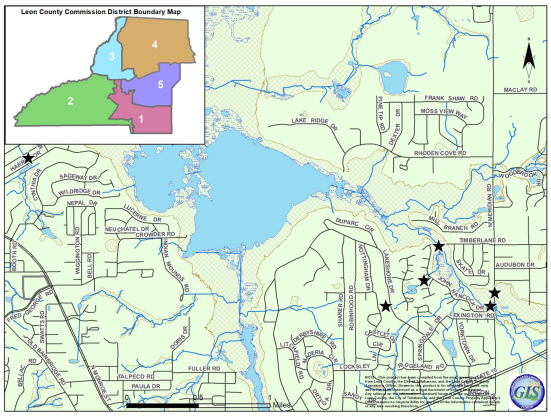
Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Policy 2.7.7:[C](Leon County) Local government shall develop a program for retrofitting developed areas which lack adequate facilities for treating stormwater runoff by defining and implementing a sequence of intermediate milestones necessary to achieve the retrofit objective. Local government shall fund and initiate a work program to quantify water quality problems, costs and mitigation methods. Using this information it shall develop more specific retrofit objectives with due consideration to costs, methodology and the community's willingness to financially support implementation. Policies shall be adopted into the comprehensive plan that reflects these objectives including program funding targets. Local government shall then develop, fund, and initiate a water quality enhancement program which will achieve the retrofit goals on the established schedule.

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

Operating Budget Impact

Resolving roadway flooding at Meridian and Timberlane Roads will reduce Operations emergency response efforts to close road during heavy storms.



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Geographic Information Systems

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076009**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for the funding of the City of Tallahassee and Leon County Geographic Information System Interlocal Project. Tallahassee-Leon County Geographic Information System (TLC GIS) was created in May, 1990 when the City of Tallahassee, Leon County, and the Property Appraiser's Office entered into an Interlocal Agreement. The mission of TLC GIS is to:

-Develop a common base map
-Promote the sharing of resources
-Reduce redundancy of data collection and creation
-Provide a mechanism to maintain the base map and other data layers
-Encourage enterprise information management solutions
-Enhance decision making for public officials.

This project includes the following items, of which 50% is reimbursed by the City of Tallahassee:

$81,000 for Environmental Systems Research Institute, Inc. cloud computing environment, (ESRI) Enterprise Licensing Agreement (ELA): ESRI is the primary software provider for GIS software. For FY22 the ESRI ELA cost increase of $58,000 is expected and is reflected in out-year budget (this will be split with COT). The license covers web servers, the cloud computing environment and desktop licensing. Annual analysis has shown that the enterprise license saves money over the alternative of buying individual licenses.

$90,000 for the compute/storage and backup environment: This funding is utilized to support the ongoing costs of the shared infrastructure environment with Management Information Systems. ($12,000 projected increase for compute environment resources.)

$81,000 ESRI services for COT outage map- (NOTE - 100% repayment from City, increase of $27,000)
$27,000 ESRI services for shared interlocal projects.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	6,525,566	306,000	2,060	337,000	337,000	356,000	356,000	350,000	1,736,000	8,567,566
	6,525,566	306,000	2,060	337,000	337,000	356,000	356,000	350,000	1,736,000	8,567,566

Policy/Comprehensive Plan Information

Geographic Information System City of Tallahassee/Leon County Interlocal Agreement (1990)

The Comprehensive Plan mandates that a series of map layers be compiled and maintained for use in Comprehensive Plan implementation.

The environmental component of both the City and County land development ordinances contain clauses mandating that protected natural features be mapped pursuant to applications for development.

The Florida Department of Revenue requires that all property appraisers' offices in the State of Florida compile and maintain digital Cadastres (a register of property showing the extent, value, and ownership of land for taxation) that meet specific guidelines governing methodologies to be used and the layers to be compiled. Required layers include platted lots, tax parcels, rights-of-way and legal dimensions.

Operating Budget Impact

N/A

Leon County Fiscal Year 2022-2026 Capital Improvement Program

GIS Incremental Basemap Update

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076060**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for the incremental update of the Tallahassee-Leon County Geographic Information System,TLC GIS, basemap. The basemap includes orthophotography, planimetrics and a digital elevation model with contours. These elements are essential in providing timely and accurate basemap information which provides positional control for other critical Geographic Information System information and the analysis opportunities they support. They are the foundation for geo-referencing (tying to coincident geographic features for accurate and reliable referencing) many of the Geographic Information System data layers.

In June 2008, the Florida Department of Revenue was directed under Chapter 195.002 Florida Statutes, to provide each County Property Appraiser's Officer with digital orthophotography every three years and charge each county office for the cost of that service and product delivery. The City also contributes funds to this project. In working with the vendor and leveraging the latest technology, TLC GIS was successful in developing a new methodology for collecting, compiling and releasing the basemap data in compliance with Chapter 195.002 Florida Statutes. TLC GIS also obtains additional oblique and satellite imagery to support efforts related to public safety, property assessment and non ad-valorem assessments which this funding covers.

The basemap data acquisition is captured and delivered on a rolling three-year basis, where certain products are captured, compiled, and delivered each year over that three year period. Aerial imagery of some type is designed to be provided each year. This ensures the ability for change detection which is vital to many business activities throughout the County. Methodology and products are planned and reviewed each year to take advantage of new technology and efficiencies. This ensures the best basemap products and value to end users.

The aerial flyover, LiDar flyover, and ground control survey work was completed in FY 2018. Photography and data processing of updated layers is was completed in FY 2019. Final compilation of all deliverable products was completed in FY 2020 and the planning for the next flyover will be determined for FY 2022.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	4,230,920	358,259	29,887	298,500	298,500	298,500	298,500	298,500	1,492,500	6,081,679
	4,230,920	358,259	29,887	298,500	298,500	298,500	298,500	298,500	1,492,500	6,081,679

Policy/Comprehensive Plan Information

Geographic Information System City of Tallahassee/Leon County Interlocal Agreement (1990); Permit Enforcement & Tracking System City of Tallahassee/Leon County Interlocal Agreement (1993)

The Comprehensive Plan mandates that a series of map layers be compiled and maintained for use in Comprehensive Plan implementation. The environmental component of both the City and County land development ordinances contain clauses mandating that protected natural features be mapped pursuant to applications for development.

Florida Department of Revenue requires that all property appraisers' offices in the State of Florida compile and maintain digital Cadastres that meet specific guidelines governing methodologies to be used and the layers to be compiled. Required layers include platted lots, tax parcels, right-of-ways, and legal dimensions.

Operating Budget Impact

N/A

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Hazardous Waste Vehicle and Equipment Replacement

Dept/Div:	**Fleet Management**	Comp Plan CIE Project:	**N/A**
Project #:	**036042**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN3**

Project Description/Justification

This project is for the replacement of Hazardous Waste vehicles and equipment. On the replacement schedule for FY 2022 is 3/4 Ton Crew Cab. Out-year funding is to replace a forklift.

Strategic Initiative

N/A

Financial Summary

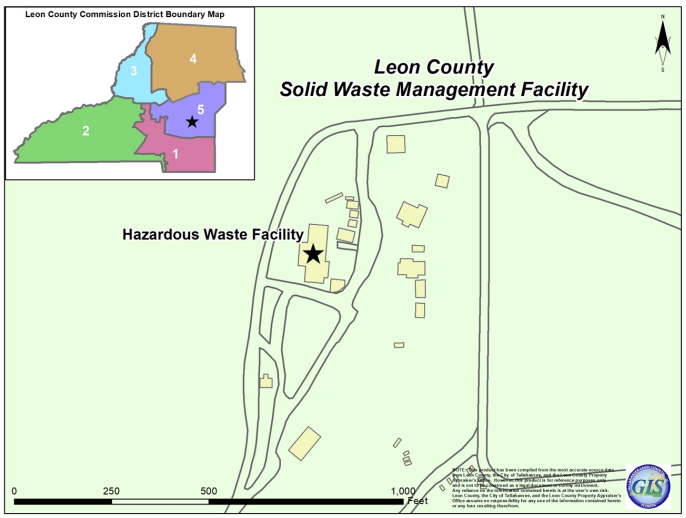
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
401 Solid Waste	43,057	0	0	34,500	0	48,000	0	0	82,500	125,557
	43,057	0	0	34,500	0	48,000	0	0	82,500	125,557

Policy/Comprehensive Plan Information

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

Operating Budget Impact

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



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Household Hazardous Waste Improvements

Dept/Div:	**Solid Waste**	Comp Plan CIE Project:	**N/A**
Project #:	**036019**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN3**

Project Description/Justification

This project provides funds for ongoing maintenance, repairs and improvement of the Household Hazardous Waste Center at the Solid Waste Management Facility.

On May 12, 2015, the Board approved closing the landfill at the Solid Waste Management Facility on Apalachee Parkway in order to complete the master plan for Apalachee Regional Park. However, the hazardous waste activities will continue at the location until Landfill closure construction is complete. Design for the relocation will begin in FY 2026.

Strategic Initiative

N/A

Financial Summary

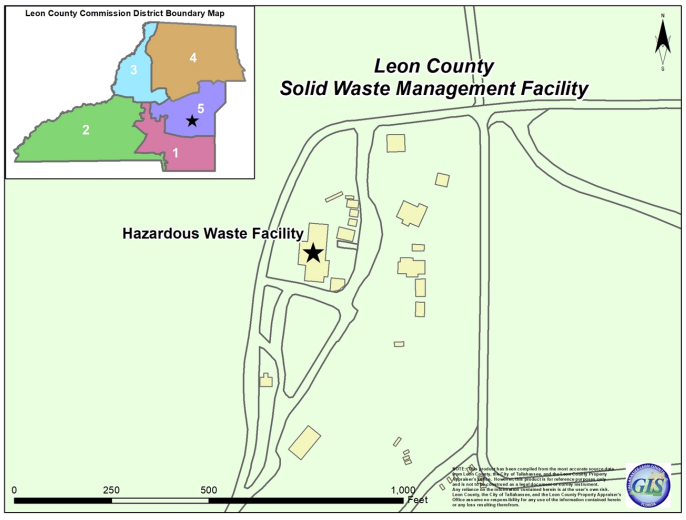
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
401 Solid Waste	502,940	71,883	0	0	0	0	0	150,000	150,000	724,823
	502,940	71,883	0	0	0	0	0	150,000	150,000	724,823

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A





Leon County Hazardous Waste Center

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Killearn Acres Flood Mitigation

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**Yes**
Project #:	**064001**	Capital Improvement:	**Stormwater**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN1**

Project Description/Justification

The primary conveyance through Killearn Acres was upgraded with this capital project. The project updated the adopted FEMA Flood Insurance Rate Maps for the Killearn Acres Tributary between Bradfordville Road and Pimlico Drive to create a single floodway to comply with the Comprehensive Plan requirement to map the primary drainage system. In addition, establishing a base flood elevation along the tributary reduced the federal flood insurance cost for approximately 170 residential properties, while 110 parcels were added to the floodplain to reflect field conditions. The preliminary map was reviewed in house and by FEMA. Public notice of the changes will be posted for owner review prior to FEMA adoption.

This project also includes the Apollo Trail drainage improvements that address localized flooding in the Lake Saratoga contributing area. The localized drainage issues remaining which affect residential structures was evaluated for roadside conveyance improvements. The results of the feasibility analysis determined land acquisition will be required. This project occurs in two stages, with the feasibility study to evaluate conveyance improvements for localized residential flooding, which occurred in FY 2017. Additional stormwater modeling and alternative evaluation were completed in FY 2020. The final design will commence in FY 2022, followed by land acquisition and construction in FY 2023.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	0	225,000	0	0	0	225,000	225,000
309 Sales Tax - Extension	2,646,444	483,177	2,900	0	0	0	0	0	0	3,129,621
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
	3,105,945	483,177	2,900	0	225,000	0	0	0	225,000	3,814,122

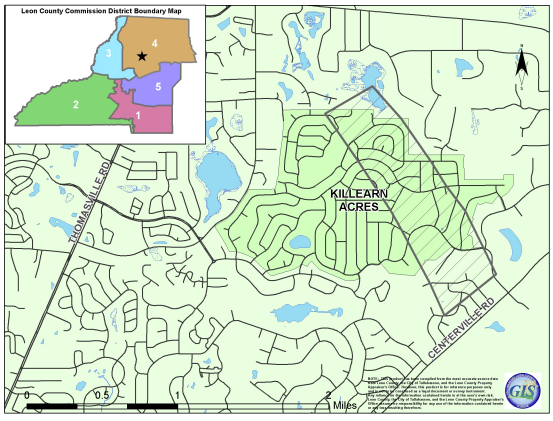
Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality. Comprehensive Plan Levels of Service for Stormwater conveyance requires that no floodwaters enter a residence in a 100-year storm.

Comprehensive Plan Conservation Element Policy 1.3.1, which requires that floodplains, floodways, and improved elements of the primary drainage system be mapped and included in the conservation overlay.

Operating Budget Impact

Operating impacts are anticipated to be covered by the existing Operations Division operating budget.



Leon County Fiscal Year 2022-2026 Capital Improvement Program

L.I.F.E. Stormwater and Flood Relief

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**091009**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

Leon County's stormwater maintenance program protects citizens and the environment by improving water quality and minimizing flooding. Consistent with County policy, the Comprehensive Plan, state law, and the requirements of the County's federal National Pollutant Discharge Elimination System (NPDES) permit, Leon County conducts a variety of stormwater projects to improve existing stormwater management facilities' treatment capacities or volumes for rate control; enhance inflow, outfall, or discharge systems' conveyance capacities; and provide for erosion control. However, even with proper maintenance, given the limited resources of the County, there are long-standing localized flooding problems that do not have funding programmed. This budget is to fix a long-standing flooding issues occurring on Benjamin Chaires Road. 2,000 linear feet along Benjamin Chaires Road overtops during high volume flooding events preventing access by residents and emergency vehicles. This project would elevate the roadway and excavate compensating volume to eliminate the overtopping.

The L.I.F.E. policy provides that projects costs should be limited to $250,000; however, the policy also provides for larger projects in excess of $250,000 to be funded under L.I.F.E. subject to Board approval during the annual budget process. Additional projects will continue to be identified for future funding.

Strategic Initiative

N/A

Financial Summary

	Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
352	Sales Tax - Extension 2020 JPA Agreement	0	0	0	0	290,107	400,000	205,369	250,000	1,145,476	1,145,476
		0	0	0	0	290,107	400,000	205,369	250,000	1,145,476	1,145,476

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Lake Henrietta Renovation

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**Yes**
Project #:	**061001**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN1**

Project Description/Justification

This project involves the major restoration of the 21-year old Lake Henrietta stormwater facility on Springhill Road. The pond was constructed with its northern five acres excavated as a sump to capture and concentrate the sediment from the west, central and east drainage ditches.

The project is divided into three phases: Phase 1 - Property acquisition of spoils handling site; Phase 2 - design and permitting of adjacent spoil handling site (FY 2022); followed by Phase 3 - hydraulic dredging and disposal off-site (FY 2023).

Strategic Initiative

N/A

Financial Summary

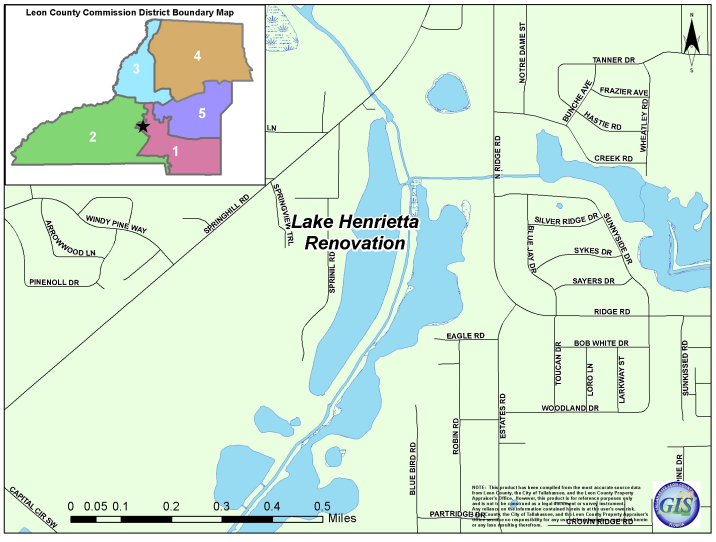
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	240,000	1,250,000	0	0	0	1,490,000	1,490,000
309 Sales Tax - Extension	72,209	0	0	0	0	0	0	0	0	72,209
	72,209	0	0	240,000	1,250,000	0	0	0	1,490,000	1,562,209

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality. Comprehensive Plan Levels of Service for Stormwater conveyance requires that no floodwaters enter a residence in a 100-year storm.

Operating Budget Impact

Removal of the sediment will reduce Division of Operations expenditures to maintain flows into the facility and is necessary for permit compliance and enhance water quality within the Lake Munson basin.





Lake Henrietta

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Landfill Closure

Dept/Div:	**Solid Waste**	Comp Plan CIE Project:	**N/A**
Project #:	**036043**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN3**

Project Description/Justification

This project is for the closure of the Solid Waste Landfill on Apalachee Parkway.

On May 12, 2015, the Board approved the closure of the Solid Waste Landfill on Apalachee Parkway. In October 2017, the Board approved the Solid Waste Closure, Phase I, for a contractor to haul 222,200 cubic yards of material from the F.A. Ash Borrow Pit to the landfill site. The hazardous waste, yard waste and other activities will continue at the location. Landfill Closure Quality Construction Assurance will continue to be provided throughout the final closure process. The remaining site will be converted to part of the Apalachee Regional Park. However, once the landfill is closed, the County will maintain and monitor the site for 30 years. Phase I Operation was complete in March 2018. Phase II construction was suspended in September 2019 to ensure the landfill was being closed in the most environmentally sensitive manner. A redesign for the Landfill closure commenced in February 2020. A new RFP for Solid Waste Management Professional Services including the Landfill Closure Design Evaluation and Finalization will be awarded in the Fall of 2021. Following this award, alternative redesign options will be evaluated for implementation.

Strategic Initiative

N/A

Financial Summary

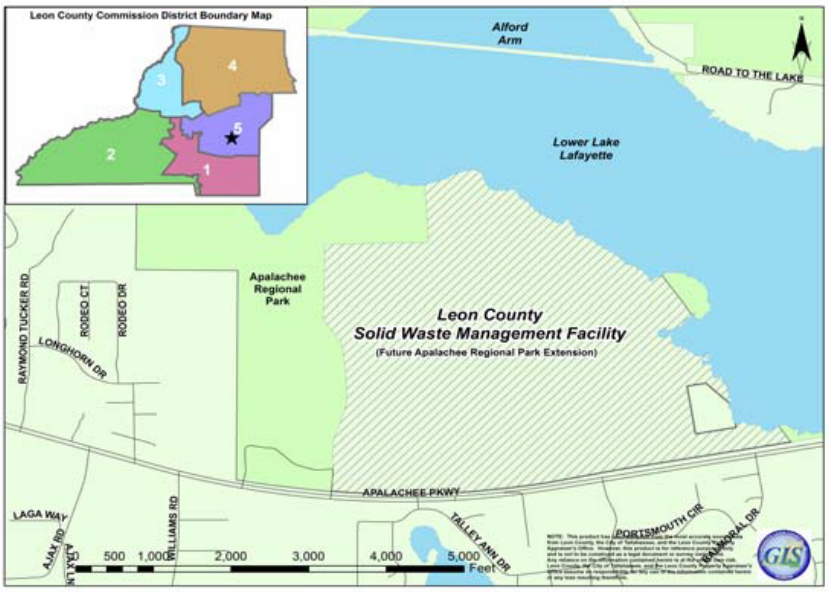
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
401 Solid Waste	2,994,073	7,932,532	0	0	0	0	0	0	0	10,926,605
	2,994,073	7,932,532	0	0	0	0	0	0	0	10,926,605

Policy/Comprehensive Plan Information

Florida Statutes Chapter 403.706 - governs closure and post closure of landfills
Florida Administrative Code Chapter 62-701 - governs closure and post closure of landfills Florida Department of Environmental Protection Operating Permit - mandates maintenance of the closed landfill cell
Post closure rules require subsidence areas of the Phase I Landfill to be filled to prevent ponding and allow for routine mowing

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Landfill Improvements

Dept/Div:	**Solid Waste**	Comp Plan CIE Project:	**N/A**
Project #:	**036002**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN3**

Project Description/Justification

This project is for the ongoing improvements to the Apalachee Parkway Solid Waste Management Facility. This funding is for general improvements to the facility.

On May 12, 2015, the Board approved the closure of the Solid Waste Landfill on Apalachee Parkway. However, the hazardous waste, yard waste and other activities will continue at the location. Once the landfill is closed, the County will maintain and monitor the site for 30 years. A separate project for the closure has been created for the closure requirements. The project activities will be supported from landfill closure funding accumulated in a separate escrow account.

Strategic Initiative

N/A

Financial Summary

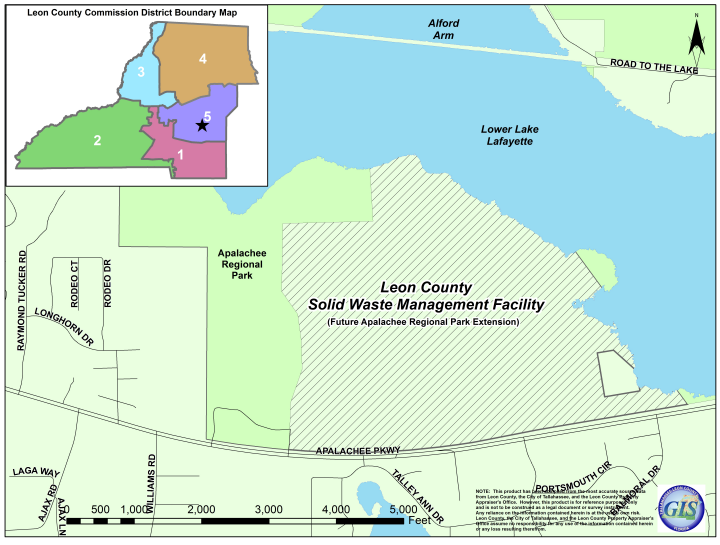
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
401 Solid Waste	1,720,545	74,601	0	0	0	0	0	0	0	1,795,146
	1,720,545	74,601	0	0	0	0	0	0	0	1,795,146

Policy/Comprehensive Plan Information

Florida Statutes Chapter 403.706 - governs closure and post closure of landfills
Florida Administrative Code Chapter 62-701 - governs closure and post closure of landfills Florida Department of Environmental Protection Operating Permit - mandates maintenance of the closed landfill cell
Post closure rules require subsidence areas of the Phase I Landfill to be filled to prevent ponding and allow for routine mowing

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

NE Lake Munson Septic to Sewer

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**062008**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN1, EN2**

Project Description/Justification

During the development of the grant agreements and discussion of future projects, priorities, and a shared desire to improve water quality in our region, the Florida Department of Environmental Protection (FDEP) proposed an ongoing financial partnership whereby the state would prioritize and match local funds for future Leon County projects. As a result, staff developed a tentative seven-year improvement plan that continues to implement the County's commitment for water quality and springs protection projects in Leon County. The local match for the future water quality grants is anticipated to be made through the County's share of the $42.5 million Blueprint 2020 Water Quality and Stormwater Improvement allocation. The "Tentative Leon County Water Quality and Springs Protection Improvement Plan" is estimated to result in the leveraging of an additional $20.4 million in state matching grants through FY 2024.

This project will provide the design and construction of the central sewer collection system for Yon's Lakeside Estates and Idlewild neighborhoods. This will include lift stations, service connection to approximately 263 single family residences and commercial properties, removal of septic tank systems, and the transmission system connecting to the City of Tallahassee's sewer system. The project will eliminate the onsite systems which will result in a significant reduction in nutrient load leaching into the Florida aquifer in the Wakulla Springs contribution area. The project is currently pending the utility easement of the private roads and pump station site acquisition. The final engineering design and permitting process is anticipated to be completed in FY 2021. Construction is anticipated to begin in FY 2022.

This project is funded by a $2,750,000 grant from the Florida Department of Environmental Protection (FDEP), with match funding of $2,750,000 from the County. Based on the 60% design document, the overall project estimate increased from $5.5 million to $9.2 million. A grant amendment with FDEP to increase the grant award by an additional $3,700,000 was approved by the Board in September 2020. The grant required a 50% match from the County. As part of the County's plan to utilize ARPA funds for infrastructure improvements, $6.5 million in funding was allocated in FY 2021 to support the remaining cost for the project.

Strategic Initiative

Implement the adopted Basin Management Action Plan for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (2016-13)
Reduce nitrogen impacts in the Primary Springs Protection Zone by identifying cost effective and financially feasible ways including, develop a septic tank replacement program. (2016-23A)
Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone. (Environment Bold Goal)

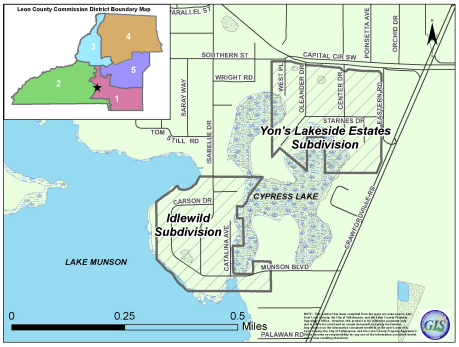
Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
125 Grants	626,964	3,973,036	58,676	0	0	0	0	0	0	4,600,000
137 American Rescue Plan Act (ARPA)	0	6,500,000	0	0	0	0	0	0	0	6,500,000
305 Capital Improvements	1,667	2,748,400	1,500	0	0	0	0	0	0	2,750,067
	628,631	13,221,436	60,176	0	0	0	0	0	0	13,850,067

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: SANITARY SEWER GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide efficient wastewater treatment that meets the demands of the community while maintaining public health and environmental standards. Goal 2: Sanitary sewer facilities and service shall be provided to meet existing and projected demands identified in the Plan.

Comprehensive Plan Land Use Policy 1.1.4 states "Central water and sewer may be provided in areas designated as Rural Community, ..." Land Use Policy 1.1.3 limits capital infrastructure designed to support urban density outside the Urban Service Area to instances such as the Woodville Rural Community where there is the potential of severe environmental degradation if no improvements are made, such as the high nitrogen loads from septic tanks.



Operating Budget Impact

N/A

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Pedrick Pond Stormwater Improvements

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**045007**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN2, Q1**

Project Description/Justification

This project is for elevating two portions of the existing walking trail that are inundated by water from higher pond stages. The high water level prevents citizens from walking around the entire perimeter of the facility because a portion of sidewalk along Pedrick Road is inundated and rendered unusable during these events. The boardwalk has been raised to prevent the walking trail from flooding during higher pond stages. The remaining portion of this project includes planting wetland vegetation to prevent silt accumulation and to enhance percolation on the pond littoral shelf. Work is delayed due to high water level in the pond. Re-planting is anticipated to be complete in 2021.

Strategic Initiative

N/A

Financial Summary

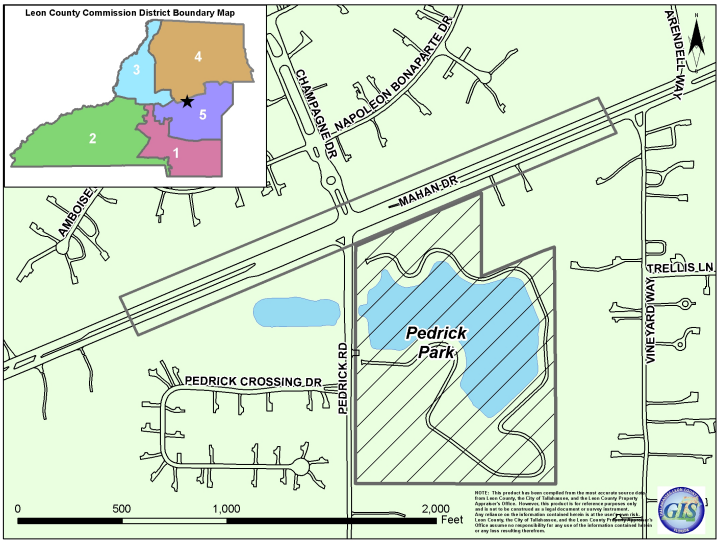
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	217,015	30,902	0	0	0	0	0	0	0	247,917
	217,015	30,902	0	0	0	0	0	0	0	247,917

Policy/Comprehensive Plan Information

Supports Conservation Element of the Comprehensive Plan Groundwater Protection Objectives 4.1 and 4.2.1

Operating Budget Impact

The main operating impacts are anticipated to be related to mowing and will be covered by the existing Facilities Management operating budget.





Pedrick Pond

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Permit & Enforcement Tracking System

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076015**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for Accela licensing fees and system updates for the Permitting and Enforcement & Tracking System (PETS). The web-based PETS system with Accela replaced the County's previous Accela permitting system in FY 2017.

FY 2022 activities include:
$12,000 - DSEM & PW SQL Reporting Server,
$37,000 - Selectron renewal;

Out year funding is for Accela annual license renewals and continued Accela consulting services to improve system processes in coordination with DSEM work process improvements to achieve the County's goal/priority to reduce the number of days to issue a single family permit.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,448,816	944,683	228,828	50,000	200,000	200,000	150,000	100,000	700,000	3,093,499
	1,448,816	944,683	228,828	50,000	200,000	200,000	150,000	100,000	700,000	3,093,499

Policy/Comprehensive Plan Information

Interlocal Agreement with City of Tallahassee (Amended October 17, 2003 and May 29, 2015)

Permit Enforcement and Tracking System Interlocal Agreement with the City (1993)

Operating Budget Impact

N/A

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Rural Waste Vehicle and Equipment Replacement

Dept/Div:	**Fleet Management**	Comp Plan CIE Project:	**N/A**
Project #:	**036033**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN3**

Project Description/Justification

This project is for the replacement of Rural Waste Services Center vehicles and equipment. Vehicles and equipment are replaced based on a factor of the number of miles, operating hours and repair costs to determine if it is more cost effective to replace the vehicle rather than continue maintaining the vehicle or equipment. Out-year funding is to replace a F-150, a trailer and a loader.

Strategic Initiative

N/A

Financial Summary

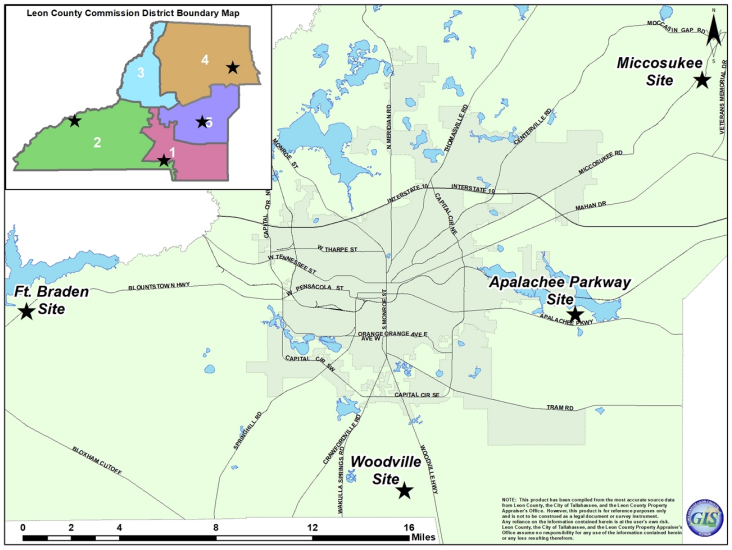
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
401 Solid Waste	970,204	0	0	0	0	30,000	15,000	90,000	135,000	1,105,204
	970,204	0	0	0	0	30,000	15,000	90,000	135,000	1,105,204

Policy/Comprehensive Plan Information

Florida Statutes Chapter 62-701.500(11): Requires Landfill operators to have sufficient equipment to ensure proper operation including sufficient reserve equipment for breakdowns.
In accordance with the Green Fleet Policy, each vehicle and equipment replacement will be evaluated to make every effort to purchase and use the lowest emission vehicle or equipment item possible, while taking into account the vehicle's life cycle costs, miles per gallon, life cycle environmental impacts, and ability to support Leon County's operation and services. All vehicles will be replaced with smaller, more efficient vehicles, as well as alternative fuels (such as compressed natural gas, CNG), hybrids, or other "clean" vehicles when appropriate.

Operating Budget Impact

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



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Solid Waste Facility Heavy Equipment & Vehicle Replacement

Dept/Div:	**Fleet Management**	Comp Plan CIE Project:	**N/A**
Project #:	**036003**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN3**

Project Description/Justification

This project is for the replacement of landfill vehicles and equipment. On May 12, 2015, the Board approved the landfill closure. The closure of the facility is in process. The future vehicle needs of the landfill will be determined and the out-years adjusted accordingly; however, mowing of the closed cells is required by the landfill permit requiring adequate mowing equipment. Out-year funding is for mowers and tractors.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
401 Solid Waste	4,209,728	388,000	0	0	40,000	20,000	100,000	130,000	290,000	4,887,728
	4,209,728	388,000	0	0	40,000	20,000	100,000	130,000	290,000	4,887,728

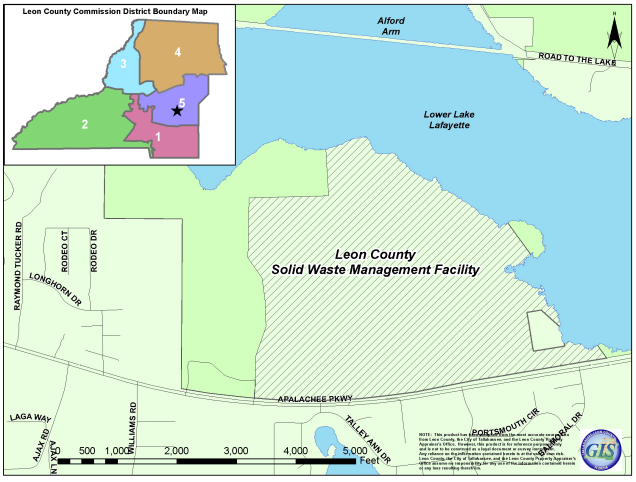
Policy/Comprehensive Plan Information

Florida Statutes Chapter 62-701.500(11) - requires landfill operators to have sufficient equipment to ensure proper operation including sufficient reserve equipment for breakdowns

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

Operating Budget Impact

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



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Stormwater Infrastructure Preventative Maintenance

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**067006**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN1**

Project Description/Justification

This project provides a means for replacement of major cross drains that are beyond the realm of maintenance activity due to size, location and cost. As part of the stormwater requirements for the County's Non Point Discharge Elimination System (NPDES) permit, an inventory and inspection of the major stormwater systems in unincorporated Leon County is being conducted to proactively prioritize and schedule the replacement of more than 1,000 major culverts before failure.

This project was recommended as a result of heavy rain events in April 2016. The heavy rainfall caused open metal culverts to fail on Tram Road, west of the Leon/Jefferson counties line, causing a section of the road to collapse. The road was closed to citizens while temporary repairs were made, however, due to these culverts having reached their life expectancy of more than 30 years; it is recommended that they be replaced. The engineering design and permits were completed in 2018. The estimated project construction cost is $924,805. Due to COVID-19 and implemented budget balancing strategies, this project was deferred until Fall 2021.

FY 2022 includes funding for construction of Old Plank Road at Chicken Branch Crossing. Funding for Crowder Road construction is programmed in FY 2023. Future projects include improvements on Old Magnolia at Panther Creek, Capitola Road, the Antlers Subdivision, Black Creek Crossing on Miccosukee Road, and Sandstone Ranch Subdivision. These projects will be prioritized based on funding availability. Additional projects will continue to be identified for future funding.

Projects Pending Construction:
Tram Road - Construction will begin Fall 2021 and be completed in FY 2022
Old Plank Road at the Chicken Branch Crossing - Design complete; Construction will begin in FY 2022
Crowder Road - Design complete; Construction will begin in FY 2023

Completed Projects:
Veterans Memorial Drive
Kinhega Drive

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	363,724	486,276	2,412	0	0	0	0	0	0	850,000
306 Transportation Improvements	0	545,000	0	300,000	800,000	800,000	800,000	800,000	3,500,000	4,045,000
	363,724	1,031,276	2,412	300,000	800,000	800,000	800,000	800,000	3,500,000	4,895,000

Policy/Comprehensive Plan Information

Stormwater Managment Goal 1- Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protect surface water and groundwater quality.

Operating Budget Impact

N/A



Stormwater Infrastructure Preventive Maintenance

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Stormwater Pond Repairs

Dept/Div:	**Public Works - Operations**	Comp Plan CIE Project:	**N/A**
Project #:	**066026**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN1**

Project Description/Justification

This project provides funding for the planned repair and replacement of stormwater structures including filters associated with County-owned stormwater facilities and roadways. The County has a large number of aging stormwater systems which have deteriorated and may not function at optimal levels during large rainfall events. These repairs are essential to provide for public safety and ensure that stormwater facilities continue to meet environmental and operating permit requirements. Poorly functioning systems can suffer from reduced storage capacity causing an increased potential for flooding.

Funding in the amount of $100,000 is programmed for the next five years for these repairs. Additional funding is included in FY 2022 ($100,000) and FY 2023 ($200,000) to complete the Faulk Drive Pond Sediment Removal project. Due to COVID-19 and budget balancing strategies, this project was deferred in FY 2020 and FY 2021. Estimates are that approximately 2,100 cubic yards of sediments will need to be removed to restore the pond to its original permitted design. In addition, following sediment removal, perimeter planting will be installed to aid in improving water quality.

Strategic Initiative

EN1

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,417,625	100,000	51,324	200,000	300,000	100,000	100,000	100,000	800,000	2,317,625
	1,417,625	100,000	51,324	200,000	300,000	100,000	100,000	100,000	800,000	2,317,625

Policy/Comprehensive Plan Information

Federal Non-Point Discharge Elimination System (NPDES), Section 40 CFR 122.26
State Water Policy, Florida Administrative Code Chapter 62, Rule 62-40.432(2)(c)
Leon County Code of Ordinances, Chapter 10, Article VII

Operating Budget Impact

N/A



Stormwater Pond Repairs

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Stormwater Vehicle & Equipment Replacement

Dept/Div:	**Fleet Management**	Comp Plan CIE Project:	**N/A**
Project #:	**026004**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q3**

Project Description/Justification

This project is for the replacement of stormwater vehicles and equipment. Vehicles and equipment are replaced based on a factor of the number of miles, operating hours and repair costs to determine if it is more cost effective to replace the vehicle rather than continue maintaining the vehicle or equipment. It is estimated that the vehicles/equipment being replaced will generate $88,500 in surplus sales. The following is the FY 2022 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Operations	Anderson Trailer	N/A	$6,949	$14,857	$15,000
Operations	Haulmart Trailer	N/A	$9,848	$13,327	$18,000
Operations	2012 Ford F-350	77,385	$35,539	$45,625	$50,000
Operations	2015 Ford F-350	71,945	$35,205	$36,720	$46,000
Operations	2012 Anderson Trailer	0	$1,482	$1,376	$4,000
Operations	2015 Ford F-350	70,431	$35,205	$31,320	$50,000
Operations	2015 Ford F-350	70,131	$35,205	$30,385	$50,000
Operations	2007 MACK 4 Yard Dump Truck	168,425	$138,037	$88,536	$185,000
Operations	2007 Ford F-350	103,156	$46,950	$27,963	$50,000

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	7,299,985	355,800	144,148	468,000	579,000	680,000	664,000	856,000	3,247,000	10,902,785
	7,299,985	355,800	144,148	468,000	579,000	680,000	664,000	856,000	3,247,000	10,902,785

Policy/Comprehensive Plan Information

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

Operating Budget Impact

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



Example of Stormwater Equipment

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Transfer Station Heavy Equipment Replacement

Dept/Div:	**Fleet Management**	Comp Plan CIE Project:	**N/A**
Project #:	**036010**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN3**

Project Description/Justification

This project is for the replacement of transfer station equipment. Vehicles and equipment are replaced based on a factor of the number of miles, operating hours and repair costs to determine if it is more cost effective to replace the vehicle rather than continue maintaining the vehicle or equipment. It is estimated that the vehicles/equipment being replaced will generate $102,000 in surplus sales.

The following is the FY 2022 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Transfer Station	2015 John Deer Skid Steer	600	$50,535	$6,886	$95,000
Transfer Station	2006 Rosco Broom	N/A	$39,253	$62,681	$70,000

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
401 Solid Waste	3,623,709	436,000	382,500	165,000	470,000	655,000	230,000	400,000	1,920,000	5,979,709
	3,623,709	436,000	382,500	165,000	470,000	655,000	230,000	400,000	1,920,000	5,979,709

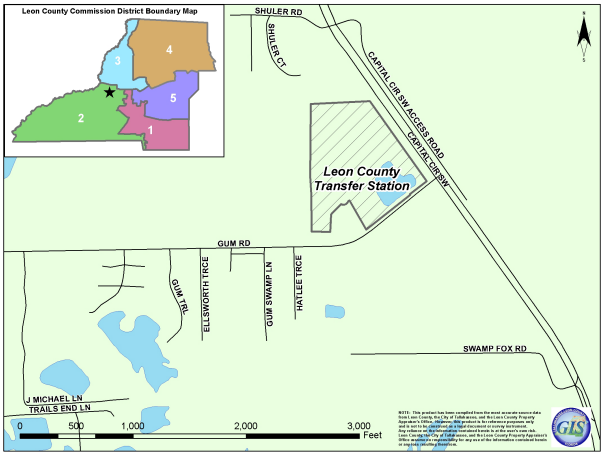
Policy/Comprehensive Plan Information

Florida Statutes Chapter 403
Florida Administrative Code Rule 62-701
Florida Department of Environmental Protection Operating Permit - requires sufficient equipment, including backup equipment, to promptly remove the waste from the tip floor each day, on a first in, first out basis. No waste is allowed on the tip floor overnight.

In accordance with the Green Fleet Policy, each vehicle and equipment replacement will be evaluated to make every effort to purchase and use the lowest emission vehicle or equipment item possible, while taking into account the vehicle's life cycle costs, miles per gallon, life cycle environmental impacts, and ability to support Leon County's operation and services.

Operating Budget Impact

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





Transfer Station Heavy Equipment Replacement

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Transfer Station Improvements

Dept/Div:	**Solid Waste**	Comp Plan CIE Project:	**N/A**
Project #:	**036023**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN3**

Project Description/Justification

This project provides funds for ongoing maintenance and repairs of the buildings and grounds at the Gum Road Transfer Station. Transfer Station improvements will be designed by Public Works Engineering or the Division's environmental compliance consultant as appropriate. This funding is for general improvements and maintenance of the facility.

The initial phase of work is currently under construction and will consist of the removal & replacement of the reinforced concrete Drive Aisle and associated leachate catchment features, along with the renewal of steel armor-plating of the push walls and ramp extension at the wash rack. The second phase is currently under design and will consist of reconstruction and milling and resurfacing of the exterior drive isles.

Strategic Initiative

N/A

Financial Summary

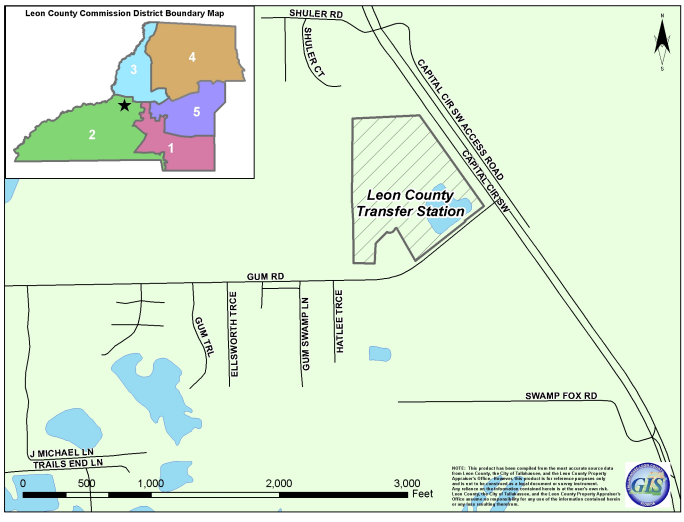
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
401 Solid Waste	1,177,260	982,723	343,476	427,511	150,852	150,852	150,852	150,582	1,030,649	3,190,632
	1,177,260	982,723	343,476	427,511	150,852	150,852	150,852	150,582	1,030,649	3,190,632

Policy/Comprehensive Plan Information

This project allows the county to meet the Objectives and Level of Service Standard in the Solid Waste sub-element of the comp plan; Goals & Objectives: Objective 1.4 meets the requirements of Rule 9J-5.011. LOS is defined in Policy 1.5.1 [SW].

Operating Budget Impact

N/A





Leon County Transfer Station

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Woodville Sewer Project

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**062003**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN1, EN2**

Project Description/Justification

During the development of the grant agreements and discussion of future projects, priorities, and a shared desire to improve water quality in our region, the Florida Department of Environmental Protection (FDEP) proposed an ongoing financial partnership whereby the state would prioritize and match local funds for future Leon County projects. As a result, staff developed a tentative seven-year improvement plan that continues to implement the County's commitment for water quality and springs protection projects in Leon County. The local match for the future water quality grants is anticipated to be made through the County's share of the $42.5 million Blueprint 2020 Water Quality and Stormwater Improvement allocation. The "Tentative Leon County Water Quality and Springs Protection Improvement Plan" is estimated to result in the leveraging of an additional $20.4 million in state matching grants through FY 2024.

This project will provide the design and construction of the central sanitary sewer collection system in the northern half of the Woodville Rural Community, the design of the transmission system connecting to the City of Tallahassee's system and the purchase of the required lift station sites. An estimated 1,000 septic tanks will be removed as part of this project scope. The project implements the Upper Wakulla River Basin Management Action Plan to reduce nitrogen loadings to Wakulla Springs by providing central sewer for the limited areas of Woodville Rural Community. This is a 50/50 grant match funded project with the match funding being provided by the County. Subsequent funding will be pursued for construction of the collection and transmission system being designed under this Phase of the Woodville Septic to Sewer Project. The Actual design started in February 2019. The Woodville Sewer Phase 1A Design will be completed in Fall 2021.

The Florida Department of Environmental Protection anticipates being able to provide Leon County additional grant funding to complete the construction of the central sanitary sewer collection system. As part of the County's plan to utilize ARPA funds for infrastructure improvements, $4.6 million in funding was allocated in FY 2021 to support the remaining cost for the project.

Strategic Initiative

Implement the adopted Basin Management Action Plan (BMAP) for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (2016-13)

Reduce nitrogen impacts in the Primary Springs Protection Zone by identifying cost effective and financially feasible ways including, develop a septic tank replacement program. (2016-23A)

Financial Summary

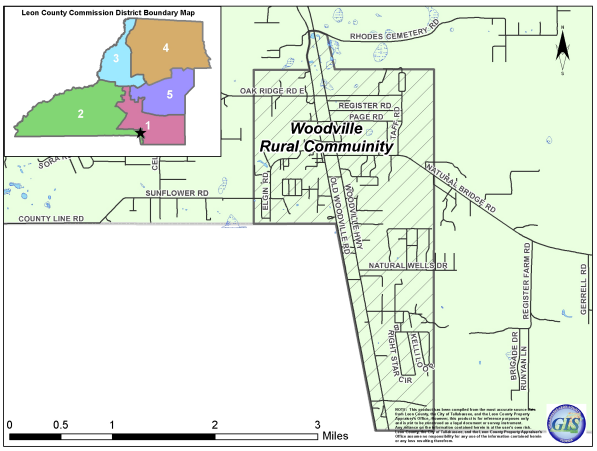
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
125 Grants	1,503,444	3,766,075	2,495	0	0	0	0	0	0	5,269,519
137 American Rescue Plan Act (ARPA)	0	5,659,803	0	0	0	0	0	0	0	5,659,803
305 Capital Improvements	91,198	1,497,834	32,615	0	0	0	0	0	0	1,589,032
	1,594,642	10,923,712	35,110	0	0	0	0	0	0	12,518,354

Policy/Comprehensive Plan Information

Comprehensive Plan Land Use Policy 1.1.4 states "Central water and sewer may be provided in areas designated as Rural Community, Woodville Rural Community . . . ." Land Use Policy 1.1.3 limits capital infrastructure designed to support urban density outside the Urban Service Area to instances such as the Woodville Rural Community where there is the potential of severe environmental degradation if no improvements are made, such as the high nitrogen loads from septic tanks.

Operating Budget Impact

N/A



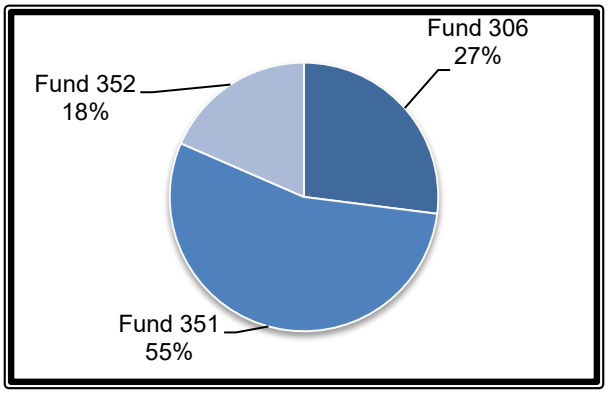
Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

Transportation

Overview
The Transportation section contains capital improvement projects designed to facilitate the provision of services in the Leon County Transportation Program. Major Transportation capital projects funded in FY 2022 include Arterial/Collector and Local Road Resurfacing, Sidewalk Program, Maylor Road Improvements, Community Safety & Mobility, Transportation and Stormwater Improvements, and Livable Infrastructure for Everyone (L.I.F.E.) projects.

Funding Sources
Chart 25.8 illustrates 55% or ($4,354,800) of the Sales Tax Extension (Fund 351) funds the FY 2022 transportation budget. The Gas Tax (Fund 306) funds 27% ($2,156,620) and Sales Tax Extension (Fund 352) funds the remaining 18% ($1,475,000) for Blueprint JPA sidewalk projects and L.I.F.E. projects.

Chart 25.8
FY 2022 Transportation Projects by Funding Source



Managing Divisions
Table 25.13 shows Engineering Services will manage 86% of the FY 2022 Transportation capital improvement projects. Fleet Management will manage one project and Public Works - Operations will manage two projects, or the remaining 14% of the FY 2022 Transportation projects.

Table 25.13
FY 2022 Transportation Projects by Managing Division

Managing Division	# of Projects	FY 2022 Budget
Engineering Services	18	$7,150,220
Public Works - Operations	2	$235,200
Fleet Management	1	$601,000
Total	**21**	**$7,986,420**

Operating Budget Impacts
There are no estimated impacts from Transportation projects on the operating budget for FY 2022.

Leon County Fiscal Year 2022 – 2026 Capital Improvement Program

Transportation Index

Page	Project	#	FY 2020 Life to Date	FY 2021 Adj Budget	FY 2022 Budget	FY22-FY26 Total	Project Total
25-105	2/3rds Tower Oaks Private Road Paving	057917	$74,162	$520,659	$0	$0	$594,821
25-106	Arterial & Collector Roads Pavement Markings	026015	$1,186,843	$135,200	$160,200	$701,000	$2,023,043
25-107	Arterial/Collector and Local Road Resurfacing	056001	$48,968,240	$4,790,577	$4,279,800	$21,663,390	$75,422,207
25-108	Community Safety & Mobility	056005	$8,927,614	$1,207,579	$0	$200,000	$10,335,193
25-109	DOT Old Bainbridge Rd. I-10 to CC NW	053010	$0	$453,674	$0	$0	$453,674
25-110	DOT Old Bainbridge Rd. @ CC NW	053011	$0	$160,000	$0	$0	$160,000
25-111	Intersection and Safety Improvements	057001	$8,807,392	$4,573,183	$0	$400,000	$13,780,575
25-112	L.I.F.E. Rural Road Safety Stabilization	091003	$0	$275,000	$100,000	$500,000	$775,000
25-113	L.I.F.E. Street Lighting	091005	$0	$225,000	$125,000	$625,000	$850,000
25-114	Magnolia Drive Multi-Use Trail	055010	$3,171,861	$5,539,563	$0	$0	$8,711,424
25-115	Maylor Road Accessibility/Stormwater Improvements	065005	$191,175	$2,831,685	$0	$0	$3,022,860
25-116	Miccosukee Road Bridge Replacement	057918	$0	$567,500	$0	$0	$567,500
25-117	N. Florida Fairgrounds Road Milling and Resurfacing	051009	$0	$0	$0	$220,000	$220,000
25-118	Open Graded Hot Mix Maintenance and Resurfacing	026006	$15,275,664	$100,000	$75,000	$827,810	$16,203,474
25-119	Public Works Design and Engineering Services	056011	$469,841	$184,740	$100,000	$500,000	$1,154,581
25-120	Public Works Vehicle & Equipment Replacement	026005	$12,723,916	$372,000	$601,000	$5,485,000	$18,580,916
25-121	Sidewalk Program	056013	$5,333,137	$3,845,699	$2,545,420	$13,250,326	$22,429,162
25-122	Smith Creek Bike Lane Phase I	052004	$107,993	$1,337,064	$0	$0	$1,445,057
25-123	Smith Creek Bike Lane Phase II	052005	$132,207	$850,367	$0	$0	$982,574
25-124	Springhill Road Bridge Rehabilitation	051008	$0	$350,500	$0	$0	$350,500
25-125	Transportation and Stormwater Improvements	056010	$13,982,014	$4,597,956	$0	$0	$18,579,970
	Transportation Total		**$119,352,059**	**$32,917,946**	**$7,986,420**	**$44,372,526**	**$196,642,531**

*The Capital Improvement projects highlighted are fully funded in FY 2021. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2022-2026 Capital Improvement Program

2/3rds Tower Oaks Private Road Paving

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**057917**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**Q3**

Project Description/Justification

This project is for upgrades to the existing roads and replacement of the existing sidewalks, together with improvements to the stormwater control and drainage system associated with the roads in the Tower Oaks Subdivision, an 81 lot single family residential subdivision located in northwest Leon County along the north side of Tower Road. Design was completed in FY 2019. Utility coordination has been completed and the resolution of easement/right of way encroachments is currently in progress. One hundred percent (100%) of all right way that is needed for the project must be donated to the County before the County can commence construction of the improvements.

The cost estimate for the improvements will ultimately be borne by property owners through a special assessment upon those abutting parcels that are determined by the County to receive a special benefit from the improvements. The County will advance fund the cost of the project, once the project is complete a special assessment will be levied, which will allow the property owners to pay for the improvements over a period of time.

It is anticipated that the improvements will be completed in FY 2022.

Strategic Initiative

N/A

Financial Summary

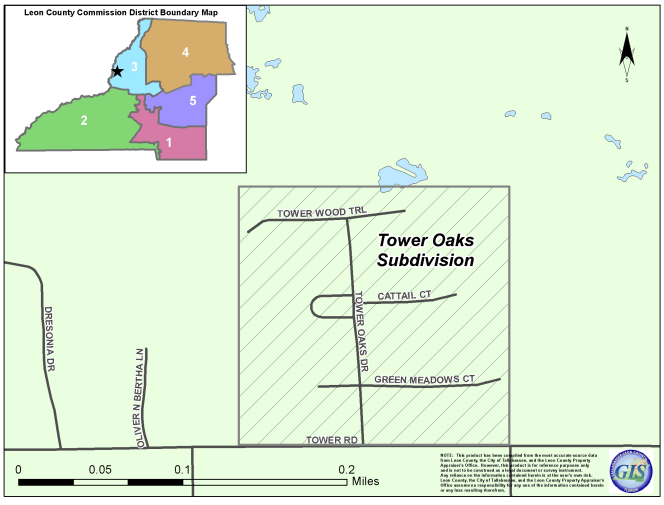
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	74,162	520,659	0	0	0	0	0	0	0	594,821
	74,162	520,659	0	0	0	0	0	0	0	594,821

Policy/Comprehensive Plan Information

Pursuant to Chapter 16, Article II of the Code of Laws of Leon County, entitled “Improvements to Roads,” the County received requests for road improvements from the owners of not less than two-thirds (67%) of the parcels in the Tower Oaks Subdivision.

Operating Budget Impact

N/A





Private Road Paving

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Arterial & Collector Roads Pavement Markings

Dept/Div:	**Public Works - Operations**	Comp Plan CIE Project:	**N/A**
Project #:	**026015**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project allows for the refurbishing of long line thermoplastic on the County's Arterial and Collector Road System. Due to annual resurfacing and reconstruction projects, the number of roads with thermoplastic markings has increased substantially.

Public Works has increased refurbishing pavement markings on approximately 10 miles of arterial and collector roads annually. This change allows for refurbishing of aging thermoplastic markings in a more timely manner and improves the coordination between asphalt resurfacing and thermoplastic refurbishing activities.

FY 22 - Silver Lake Road Safety Improvement. The engineering design of the Silver Lake Road Safety Improvements is managed by FDOT in FY 2021 with federal Highway Safety Improvement funds. After the design is completed, Leon County will enter into a construction LAP agreement with FDOT and will bid the project for construction. The County will be responsible for project management ($20,000) and permitting ($5,000). Grant funds will be used for design and construction. The design of the project started in FY 2021. The construction funds are programed by FDOT in State FY 2023. It is expected to have a construction LAP agreement executed by June 2022. The construction should be completed in County FY 2023.

Strategic Initiative

Q3

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	1,186,843	135,200	0	160,200	135,200	135,200	135,200	135,200	701,000	2,023,043
	1,186,843	135,200	0	160,200	135,200	135,200	135,200	135,200	701,000	2,023,043

Policy/Comprehensive Plan Information

Florida Statute 336 - requires that local governments maintain infrastructures within their jurisdictions

Operating Budget Impact

N/A



Roads Pavement Markings

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Arterial/Collector and Local Road Resurfacing

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**056001**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for the annual resurfacing of part of the County's arterial/collector road and local road systems. Funding in FY 2022 ($500,000) will also include a comprehensive pavement condition study to determine the pavement condition index for each County maintained paved road. The study will evaluate various asphalt surface treatment options for each road, including asphalt milling, resurfacing, reconstruction, etc. The results of the study and treatment options is anticipated to increase the number of roads resurfaced annually. The study will take approximately 18 months to complete.

The County is responsible for the general superintendence and control of the County roads and structures. There are approximately 252 miles of arterial/collector roads in the County system in addition to approximately 340 miles of local roads. At this funding level, it can be expected that all arterial/collector roads will be resurfaced on a 25 year frequency while the local roads will be resurfaced based on the condition ratings and available funding each year.

This project was previously funded by the 10% share of the Sales Tax Extension dedicated to Leon County. The project funding shifted to the County's 10% share of the 2nd Sales Tax Extension (Blueprint 2020) in January 2020.

Strategic Initiative

Q3

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	816,081	0	0	0	0	0	0	0	0	816,081
308 Sales Tax	27,559,211	0	0	0	0	0	0	0	0	27,559,211
309 Sales Tax - Extension	18,988,911	99,296	30,356	0	0	0	0	0	0	19,088,207
351 Sales Tax - Extension 2020	1,604,037	4,691,281	770,981	4,279,800	4,302,418	4,315,232	4,324,545	4,441,395	21,663,390	27,958,708
	48,968,240	4,790,577	801,337	4,279,800	4,302,418	4,315,232	4,324,545	4,441,395	21,663,390	75,422,207

Policy/Comprehensive Plan Information

Florida Statute 336.02 - Responsibility for County road systems and structures within the County's jurisdiction.

Operating Budget Impact

N/A



Local Road Resurfacing

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Community Safety & Mobility

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**056005**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN4, Q6**

Project Description/Justification

This project is for the planning, design, and construction of traffic calming devices. On February 16, 2021, the Board approved the Traffic Calming Program Policy which establishes program criteria for determining minimum qualifications and traffic calming project prioritization. Depending on the root causes identified and the physical characteristics of the impacted neighborhood, some combination of the following improvements may be considered to “calm” traffic: speed tables, speed humps, pavement treatment, pavement markings, or raised intersections.

This project previously included funding for the planning, design, and construction of sidewalks. All sidewalk funding previously included in this project shifted to the Sidewalk Program capital project on page 25-121, which is funded by the 2nd Sales Tax Extension (Blueprint 2020).

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
125 Grants	36,221	0	0	0	0	0	0	0	0	36,221
306 Transportation Improvements	479,705	0	0	0	100,000	0	100,000	0	200,000	679,705
308 Sales Tax	1,053,999	0	0	0	0	0	0	0	0	1,053,999
309 Sales Tax - Extension	7,357,689	1,207,579	398,769	0	0	0	0	0	0	8,565,268
	8,927,614	1,207,579	398,769	0	100,000	0	100,000	0	200,000	10,335,193

Policy/Comprehensive Plan Information

Tallahassee/Leon County Comprehensive Plan
Blue Print 2000
Tallahassee/Leon County Bicycle and Pedestrian Master Plan
Leon County School Board's "Safe Ways to School" Projects
Sidewalk Eligibility Criteria and Implementation Policy

Operating Budget Impact

Sidewalks in residential areas tend to be maintained by the homeowners abutting sidewalks. Most rural sidewalk locations do not require a high standard of maintenance. Repairs to damaged sidewalk sections should be minimal.



Construction of sidewalk for Community Safety & Mobility

Leon County Fiscal Year 2022-2026 Capital Improvement Program

DOT- Old Bainbridge Rd. I-10 to Cap.Circle NW

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**053010**	Capital Improvement:	
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EC1**

Project Description/Justification

This project is for safety improvements along Old Bainbridge Road. The existing roadway is a two-lane, two-way paved County collector road and has two 11' lanes with minimum or no shoulders in some areas. The roadway currently has no sidewalks, median, bike lanes, or street lighting. This project is supported by Federal Highway Administration (FHWA) Highway Safety Improvement grant funds through Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreements.

The project boundary is from I-10 to Capital Circle NW. This segment of the roadway is approximately 4.1 miles long and is inside the Canopy Road Protection Zone. The wet conditions associated with flooding after storms increases the hazardous conditions of this section of roadway. Proposed countermeasures include minor shoulder pavement, limited piping of steep ditches directly adjacent to the edge of pavement, new signage, upgraded pavement markings and delineators. FHWA Highway Safety Improvement grant funding of $74,974 was made available in FY 2019 for design. Design is complete. FDOT LAP Agreement and funding in the amount of $328,700 for construction and $50,000 for inspection was approved at the May 11, 2021 meeting. The County has to cover any costs in excess of the amount allocated in the LAP Agreements. Due to recent increases in construction costs, this amount is estimated to be approximately $112,000 and will be funded through the Intersection and Safety Improvements budget.

Strategic Initiative

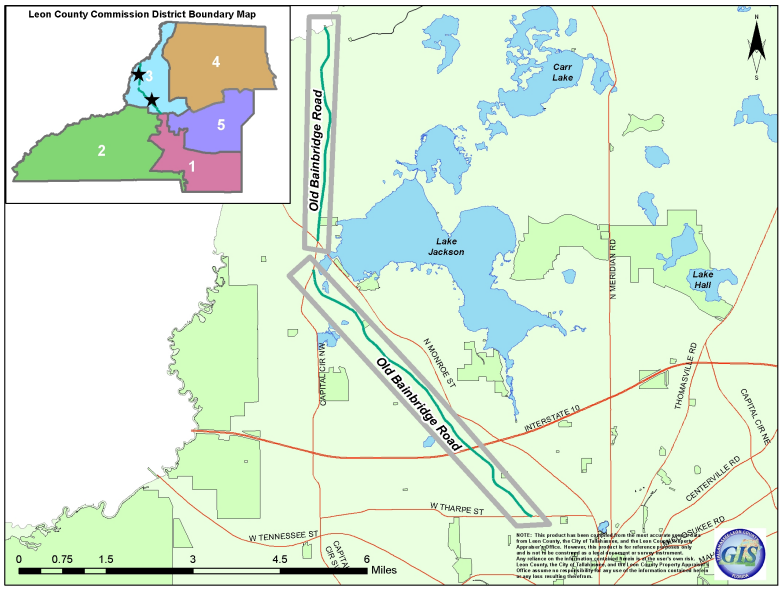
Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
125 Grants	0	453,674	74,974	0	0	0	0	0	0	453,674
	0	453,674	74,974	0	0	0	0	0	0	453,674

Policy/Comprehensive Plan Information

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

DOT Old Bainbridge Rd @ CC NW

Dept/Div: **Engineering Services**
Project #: **053011**
Service Type: **Transportation**
Status: **Existing Project**

Comp Plan CIE Project: **N/A**
Capital Improvement:
Level of Service Standard: **N/A**
Strategic Initiative: **EC1**

Project Description/Justification

This project is for safety improvements at the Old Bainbridge Road at Capital Circle Northwest intersection. Old Bainbridge Road intersects Capital Circle Northwest at a severe angle, which makes northbound traffic on Capital Circle Northwest difficult to turn onto Old Bainbridge Road. In addition, the drivers on Old Bainbridge Road going northbound have difficulty seeing the incoming traffic on Capital Circle Northwest because of the angle. The proposed improvement will realign Old Bainbridge Road 350 feet to the south connecting it with Gateway Drive to the west. This realignment will provide a safe intersecting angle of Old Bainbridge Road to Capital Circle and add a westbound left turn lane to Old Bainbridge Road.

This project is supported by a State Funded Grant through Florida Department of Transportation. In FY 2020, FDOT provided $80,000 of the total $160,000 toward the project costs for design with a 50% match required from the County. Design is anticipated for completion in Winter 2022. After the completion of the design, an additional State Funded Grant Agreement will be executed with FDOT to secure the funding for construction.

Strategic Initiative

N/A

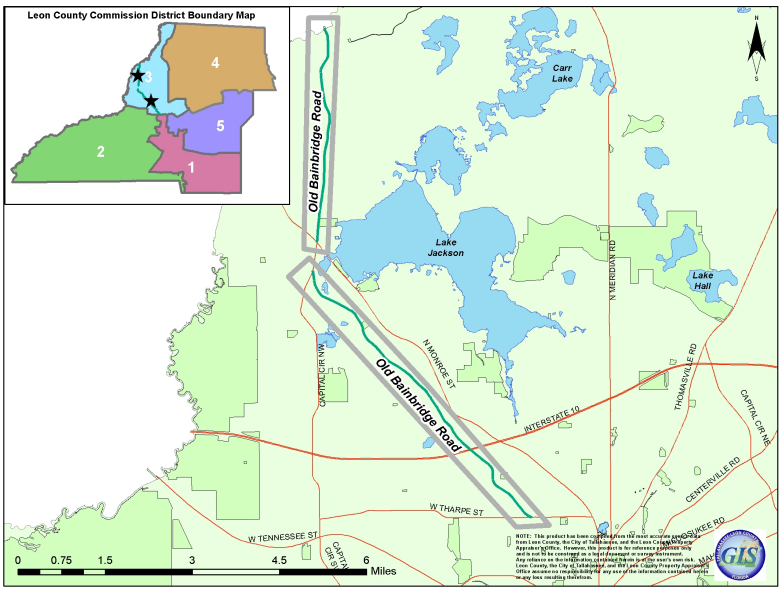
Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
125 Grants	0	160,000	0	0	0	0	0	0	0	160,000
	0	160,000	0	0	0	0	0	0	0	160,000

Policy/Comprehensive Plan Information

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Intersection and Safety Improvements

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**057001**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EC1**

Project Description/Justification

This project is for the improvement of intersections throughout the County in order to maintain safe and efficient operations. Intersection improvements can also have significant impacts on the capacity of road sections as it relates to concurrency management. This project funds intersection improvements according to a prioritized list approved by the Board in 2000. Annually, County intersections are assessed and recommendations are made to the Board for improvements. Occasionally, projects can be coordinated with improvements being performed by other governmental agencies such as the Florida Department of Transportation (FDOT) and the City of Tallahassee to reduce the long-term costs to the County. Intersection improvements that have significant costs or other impacts are typically established as an independent project and are not included in this project.

Intersection improvements currently in design:
Blair Stone/Old St. Augustine, North Monroe Street/Crowder, Old Bainbridge/Portland, Harpers Ferry/Centerville (Design and permits for Harpers Ferry/Centerville is anticipated for completion in 2021, with construction to follow in FY 2022)

Intersection improvements completed:
Rhoden Cove/Meridian, Geddie & US 90, Aenon Church & SR 20, Medallion Way/Buck Lake Road, Geddie & SR 20 Signalization, Dempsey Mayo Road/Emerald Chase

This project was previously funded by the 10% share of the Sales Tax Extension dedicated to Leon County. The project funding shifted to the County's 10% share of the 2nd Sales Tax Extension (Blueprint 2020) in January 2020. Project delivery is subject to funding availability.

Strategic Initiative

N/A

Financial Summary

	Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
125	Grants	369,539	12,721	0	0	0	0	0	0	0	382,260
306	Transportation Improvements	452,265	265,050	6,400	0	0	0	0	0	0	717,315
308	Sales Tax	7,812,875	4,295,412	68,874	0	0	0	0	0	0	12,108,287
309	Sales Tax - Extension	172,713	0	0	0	0	0	0	0	0	172,713
351	Sales Tax - Extension 2020	0	0	0	0	0	100,000	150,000	150,000	400,000	400,000
		8,807,392	4,573,183	75,274	0	0	100,000	150,000	150,000	400,000	13,780,575

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: TRAFFIC FLOW AND EFFICIENCY: Objective 1.5: [T] Improve the safety and preserve the integrity of the arterial and collector street system with an effective access management and traffic signal control program and with the use of traffic operations features to maximize the capacity of the existing street system.

Florida Statute 336.02 - Responsibility for county road systems and structures within the county's jurisdiction.

Operating Budget Impact

Operating impacts are for the maintenance of new signals by the City of Tallahassee under the existing interlocal agreement. These costs are addressed in Public Works - Operations operating budget. Pavement enhancements at intersections are negligible additions to the pavement maintenance program. Any associated stormwater treatment facilities maintenance costs are budgeted in the operating budget of the Division of Operations.

Leon County Fiscal Year 2022-2026 Capital Improvement Program

L.I.F.E. Rural Road Safety Stabilization

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**091003**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q5, Q6**

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

The unincorporated area of Leon County contains over 350 miles of private dirt roads encompassing various segments that are not properly maintained. While road conditions often deteriorate over time without maintenance, in certain situations dirt roads have deteriorated to the point of causing safety concerns for emergency vehicles with limited accessibility due to washed-out roads with unstable sand/clay, impassable depths, or wheel-path width. Extreme weather and climate conditions such as recent hurricanes, tropical storms, torrential rains, and prolonged periods without rain each accelerate the unique challenges in navigating dirt roads when they are not adequately maintained.

During the June 18, 2019 Budget Workshop, the Board approved the L.I.F.E. Rural Road Safety Stabilization Program Policy to assist financially-restricted property owners in restoring unsafe and inadequately maintained private dirt roads. During the June 18, 2019 Budget Workshop, the Board approved the L.I.F.E. Rural Road Safety Stabilization Program Policy to assist financially-restricted property owners in restoring unsafe and inadequately maintained private dirt roads. To be eligible for a Rural Road Improvement project, 60% of the property owners abutting the rural road proposed for improvement must be deemed to be a low-income household. Property owners abutting the project area will be required to complete a Household Income Certification form as part of the application process for purposes of income verification.

The Board approved allocation of $100,000 for FY 2022 through FY 2026 for a total of $500,000 in L.I.F.E. funding over a five-year period. Based on a review by Public Works Engineering staff, many of these dirt roads are less than a mile in length. Given the funding allocation, staff anticipates stabilizing three to four miles a year or approximately 15 to 20 miles over the five-year period. Due to funding availability, the program will only provide a one-time improvement within a specific project boundary. This program is specifically tailored to utilize in-house resources at Public Works to repair unsafe dirt roads as it would not be feasible to resurface privately owned paved roads throughout the County. The County began accepting requests for the L.I.F.E. Rural Road Safety Stabilization Program in the fall of 2019. To date, the County has completed five projects: Mamie Lane, Daniel Lee Trail, Johnherb Lane, Willie Frances Trail and Backforest Lane.

Strategic Initiative

N/A

Financial Summary

	Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
352	Sales Tax - Extension 2020 JPA Agreement	0	275,000	27,816	100,000	100,000	100,000	100,000	100,000	500,000	775,000
		0	275,000	27,816	100,000	100,000	100,000	100,000	100,000	500,000	775,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2022-2026 Capital Improvement Program

L.I.F.E. Street Lighting

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**091005**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q3**

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

Over the past several years, the County has seen a continued rise in citizen requests for street lights in unincorporated areas. To maximize the benefit of the County's limited resources and enhance public safety through increased visibility for both drivers and pedestrians, in 2017 the Board adopted Policy No. 17-2, "Street Lighting Eligibility Criteria and Implementation" which provides specific criteria for the placement of street lights in the unincorporated area on County roads and intersections. The street lighting program is currently funded at $125,000 per year in the County's five-year Capital Improvement Program, which supports approximately three to four street lighting projects per year. Beginning in FY 2020, funding for the County's street lighting program shifted to the L.I.F.E. program at $125,000 per year. Specific street lighting projects continue to be developed consistent with the policy, and a status report is provided to the Board annually of proposed projects as part of the L.I.F.E. CIP.

Strategic Initiative

Increase safety in the unincorporated area through the development of a new street lighting program and evaluation of the need for additional signage. (2017-09)

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	225,000	64,553	125,000	125,000	125,000	125,000	125,000	625,000	850,000
	0	225,000	64,553	125,000	125,000	125,000	125,000	125,000	625,000	850,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Magnolia Drive Multi-Use Trail

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**055010**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**Q5, Q6**

Project Description/Justification

This project is for the implementation of the Magnolia Drive Multiuse Trail. Magnolia Drive is a County-maintained major collector roadway, which the County is responsible for construction of sidewalk improvements. The roadway is also a key pedestrian and bicycle corridor listed in the Regional Mobility Plan as well as the Safe Routes to School document. This project will be completed in seven phases. Based on the citizen's input, the Intergovernmental Agency (Blueprint) approved the modified design approach, multi-use trail typical section and underground electric. Some of the phases will be combined for construction, however construction may not occur sequentially.

With the exception of Phase 6, all projects are currently under design for underground electric and a redesign of the multi-use trail. Phase I redesign was completed in FY 2020 and Phase 4 began construction in the Summer of FY 2021. Construction is anticipated for completion in FY 2022.

Phase 1 - South Meridian Road to Pontiac Drive
Phase 2A - Pontiac Drive to east of Alban Avenue (includes Traffic Signal installation at Jim Lee Road and Magnolia Drive)
Phase 2B - East of Alban Avenue to Diamond Street
Phase 3 - Diamond Street to Apalachee Parkway
Phase 4 - Multiuse Trail from South Meridian Road to South Monroe Street
Phase 5 - (combined with Phase 3) Continuation of Multiuse Trail from Chowkeebin Nene to Apalachee Parkway
Phase 6 - Streetscape from South Monroe to South Adams - sidewalks on both sides (Completed in Fall 2017)

Strategic Initiative

N/A

Financial Summary

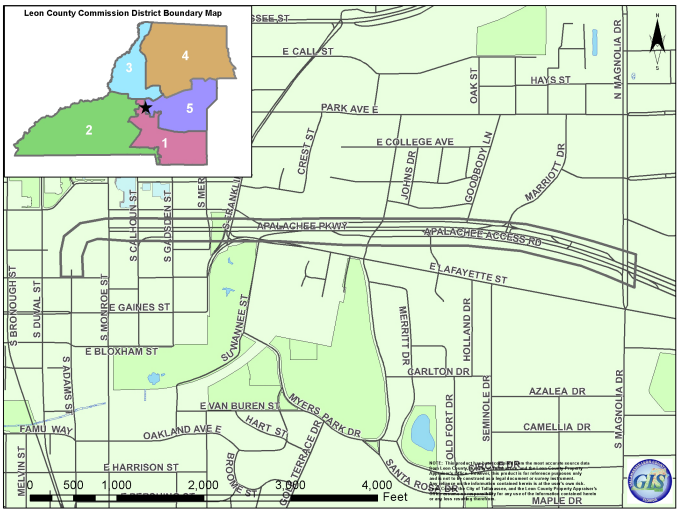
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
125 Grants	3,007,787	5,539,563	5,060	0	0	0	0	0	0	8,547,350
309 Sales Tax - Extension	164,074	0	0	0	0	0	0	0	0	164,074
	3,171,861	5,539,563	5,060	0	0	0	0	0	0	8,711,424

Policy/Comprehensive Plan Information

Sidewalk Policy

Operating Budget Impact

N/A





Magnolia Drive near South Meridian Road

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Maylor Road Accessibility/Stormwater Improvements

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**065005**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**Q3**

Project Description/Justification

After a series of storm events in December 2018 and January 2019, a portion of Maylor Road was overtopped by stormwater. This project is to ensure accessibility of Maylor Road based on the recorded high-water elevation and mitigate yard flooding when feasible. It is anticipated that the project will include elevating portions of the roadway and evaluating suitable areas to provide additional flood storage within the closed basin. Preliminary engineering analysis was completed in FY 2020 and the design services is anticipated to be complete in the Fall of 2021. Based on the 90% design document, the overall construction estimate has increased by $216,050. To bolster the transportation capital program, and fund critical road/flooding projects that were delayed or not considered because of COVID, $2.7 million in American Rescue Plan Act (ARPA) replacement revenue funding was recommended to shore up the transportation capital program. $356,500 of ARPA was allocated in FY 2021 reducing the need for funding in FY 2022.

Strategic Initiative

N/A

Financial Summary

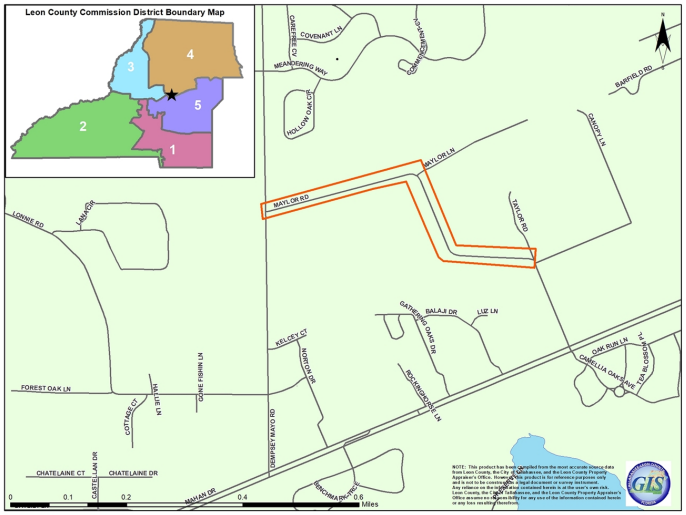
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	191,175	2,831,685	416,666	0	0	0	0	0	0	3,022,860
	191,175	2,831,685	416,666	0	0	0	0	0	0	3,022,860

Policy/Comprehensive Plan Information

This project will raise the level of Service required in the Comprehensive Plan (Policy 1.5.2)

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Miccosukee Road Bridge Replacement

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**057918**	Capital Improvement:	
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**Q5, Q6**

Project Description/Justification

The bridge replacement will be designed and constructed by FDOT, with FDOT providing 75% of total funding and Leon County providing a 25% local match. The total costs for replacement of the bridge is estimated at $3.1 million, including an estimated design fee of $803,720 and an estimated construction and Construction Engineering Inspection (CEI) cost of $2.27 million. FDOT has advised that right of way acquisition will not be required for this project.

The Locally Funded Agreement with FDOT for the County to provide the 25% local match for design ($180,000) was approved by the Board at the September 24, 2019 meeting. In January 2021, FDOT notified the County of an increase in design fees, which required an additional $20,930 in the County's local match. After the design work is completed, an additional Locally Funded Agreement will be brought back to the Board for approval to provide the County's match for construction and CEI services in the estimated amount of $567,500. The project only includes funding for the County's 25% local match. To bolster the transportation capital program, and fund critical road/flooding projects that were delayed or not considered because of COVID, $2.7 million in American Rescue Plan Act (ARPA) replacement revenue funding was recommended to shore up the transportation capital program. $567,500 of ARPA was allocated in FY 2021 reducing the need for funding in FY 2022.

Strategic Initiative

Continue to work with the Florida Department of Transportation for safety improvements on State and County roadways to include accessibility enhancements, street lighting installations, sidewalk additions, safety audits, and intersection improvements. (2017-9)

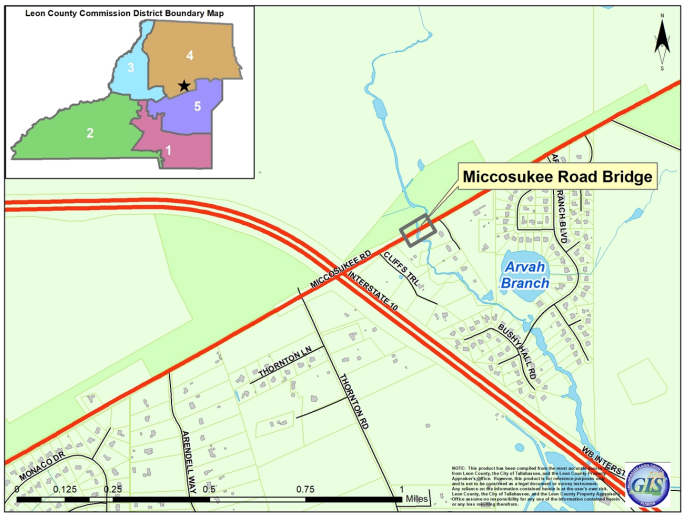
Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	0	567,500	0	0	0	0	0	0	0	567,500
	0	567,500	0	0	0	0	0	0	0	567,500

Policy/Comprehensive Plan Information

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

N. Florida Fairgrounds Road Milling and Resurfacing

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**051009**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q3, EC1**

Project Description/Justification

This project restores the asphalt roads inside the North Florida Fairgrounds. As specified in the lease agreement with the North Florida Fairgrounds, the County is required to maintain the internal roads on the fairgrounds. The internal service roads inside the Fairgrounds have aged after many years of service. The asphalt surface has cracks and deterioration. In August 2016, the Fairgrounds Property Manager requested the County assist in the road repair inside the North Florida Fairgrounds. The Operations Division completed the pot hole patching work shortly after receipt of the request in 2016. Upon further inspections of the roads, it was determined that the internal roads needs to be resurfaced. This project was anticipated to be completed in FY 2021, however, due to budget reductions related to COVID-19, this project will be completed in FY 2023.

Strategic Initiative

(Q3) Provide essential public safety infrastructure and services and (EC1) to maintain the public infrastructure which supports business at the Fairgrounds.

Financial Summary

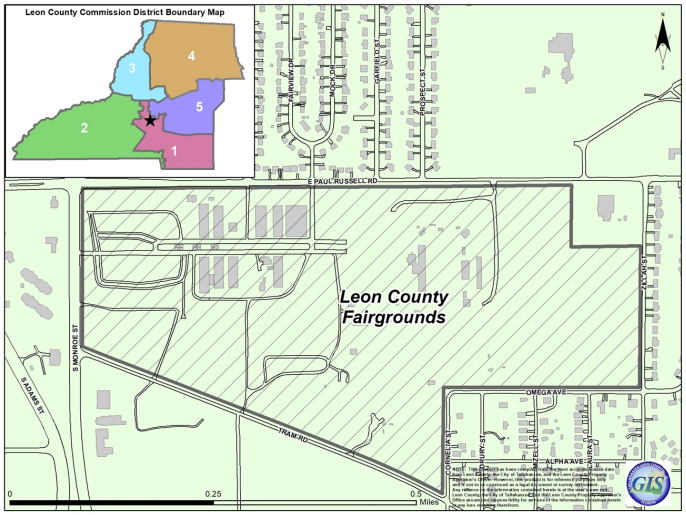
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	0	220,000	0	0	0	220,000	220,000
	0	0	0	0	220,000	0	0	0	220,000	220,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Open Graded Hot Mix Maintenance and Resurfacing

Dept/Div:	**Public Works - Operations**	Comp Plan CIE Project:	**N/A**
Project #:	**026006**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project provides funding for materials and contract services associated with asphalt maintenance on Leon County's Open Grade Mix roadways. As Open Grade Mix roads age, it can be anticipated that these older roads will require a higher degree of maintenance (i.e. patching and rejuvenation) than in recent years. It can further be anticipated that some of these roads will require resurfacing. Additionally, permitting requirements on the County's Open Grade Mix roads require that porosity within the Open Grade may be maintained by either hydro-cleaning or other maintenance methods. To meet these needs, funding is required for both routine maintenance and scheduled resurfacing of Open Grade Mix roads.

This project is funded by the 10% share of the 2nd Sales Tax Extension (Blueprint 2020) dedicated to Leon County.

Strategic Initiative

Q3

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	415,986	0	0	0	0	0	0	0	0	415,986
308 Sales Tax	12,314,221	0	0	0	0	0	0	0	0	12,314,221
309 Sales Tax - Extension	2,545,457	0	0	0	0	0	0	0	0	2,545,457
351 Sales Tax - Extension 2020	0	100,000	64,671	75,000	161,632	159,968	215,605	215,605	827,810	927,810
	15,275,664	100,000	64,671	75,000	161,632	159,968	215,605	215,605	827,810	16,203,474

Policy/Comprehensive Plan Information

Florida Statute 336 - requires that local governments maintain infrastructures within their jurisdictions

Operating Budget Impact

N/A



Asphalt Road Maintenance

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Public Works Design and Engineering Services

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**056011**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EC1, EN1**

Project Description/Justification

This project is for the design and engineering services that occur routinely throughout the year for transportation and stormwater projects.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	469,841	184,740	23,502	100,000	100,000	100,000	100,000	100,000	500,000	1,154,581
	469,841	184,740	23,502	100,000	100,000	100,000	100,000	100,000	500,000	1,154,581

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Public Works Design and Engineering Services

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Public Works Vehicle & Equipment Replacement

Dept/Div: **Fleet Management**
Project #: **026005**
Service Type: **Transportation**
Status: **Existing Project**

Comp Plan CIE Project: **N/A**
Capital Improvement: **N/A**
Level of Service Standard: **N/A**
Strategic Initiative: **G2**

Project Description/Justification

This project is for the replacement of Public Works vehicles and equipment. Surplus sales are estimated to generate $121,000. The following is the FY 2022 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Operations	2010 Anderson Trailer	N/A	$6,949	$12,592	$15,000
Operations	2013 Ford F-350	120,561	$30,711	$44,149	$45,000
Operations	2012 Ford F-350	153,578	$35,543	$48,159	$50,000
Operations	2015 Anderson Trailer	N/A	$10,999	$12,154	$20,000
Operations	2009 Ford F-450	156,204	$56,249	$59,883	$45,000
Operations	2013 Ford F-750	74,444	$80,689	$68,692	$55,000
Operations	2014 Ford F-750	120,457	$81,989	$66,331	$45,000
Operations	2013 Superior Sweeper	700	$57,500	$43,608	$80,000
Operations	2079 Trantrex Thermaplastic	N/A	$45,450	$21,835	$82,000
Operations	2012 Ford Asphalt Patcher	98,251	129,394	$61,259	$164,000

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	12,723,916	372,000	42,980	601,000	1,020,000	1,786,000	1,001,000	1,077,000	5,485,000	18,580,916
	12,723,916	372,000	42,980	601,000	1,020,000	1,786,000	1,001,000	1,077,000	5,485,000	18,580,916

Policy/Comprehensive Plan Information

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

Operating Budget Impact

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



Public Works Vehicle & Equipment Replacement

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Sidewalk Program

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**056013**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN4, Q6**

Project Description/Justification

This project is for the planning, design, and construction of sidewalks. The sidewalk network is to safely and conveniently connect individual residences to schools, shopping and recreations, as well as to the collector and arterial roads where transit is provided. The sidewalks are identified in the County priority list.

At the July 8, 2013 FY 2014 Budget Workshop, the Board approved levying the additional five-cent gas tax. Subsequently, during the September 10, 2013 meeting, the Board directed staff to allocate the FY 2014 gas tax revenue 50/50 between transportation operating expenditures and capital expenditures. Subsequently, at the April 23, 2019 Budget Workshop, the Board approved a Multi-Year Fiscal Plan which reallocated $1.0 million of the gas tax revenue to fix chronic flooding problems on County Roads exposed to storms. As outlined at the workshop, beginning in FY 2020, $920,000 from the Blueprint 2020 sales tax was provided to the County for sidewalk construction. This amount increased to $1.25 million per year beginning in FY 2021 when the new sales tax was in effect for a full year.

In November 2014, Leon County residents approved a referendum providing a second extension of the 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 set aside $50 million (50/50 County and City) of sales tax extension revenue for County/City Sidewalk Projects funding.

On May 12, 2015, the Board approved the Safe Routes to Schools and Community Sidewalk Enhancements Tier Prioritization Lists. This project is jointly funded with the additional five-cents gas tax and the Blueprint 2020 2nd sales tax extension, which took effect January 2020.

Funding for sidewalks in the Community Safety and Mobility capital project on page 25-108 reflects the shift from gas taxes program funding to the 2nd Sales Tax Extension (Blueprint 2020) in January 2020.

Strategic Initiative

N/A

Financial Summary

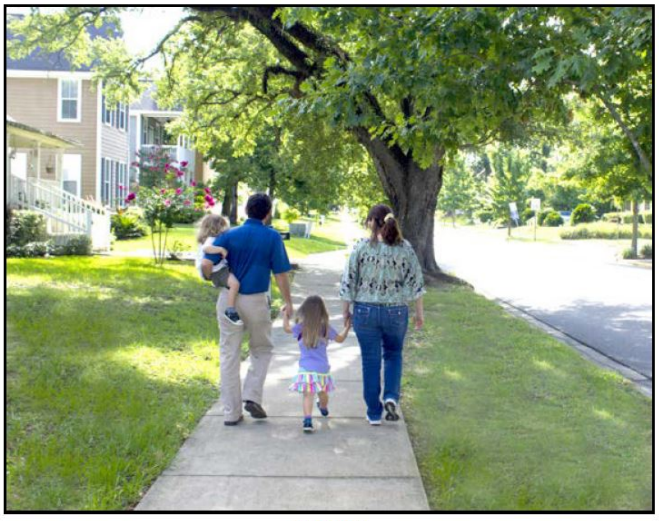
	Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
306	Transportation Improvements	5,333,137	1,658,199	141,518	1,295,420	1,345,191	1,397,451	1,452,324	1,509,940	7,000,326	13,991,662
352	Sales Tax - Extension 2020 JPA Agreement	0	2,187,500	0	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	6,250,000	8,437,500
		5,333,137	3,845,699	141,518	2,545,420	2,595,191	2,647,451	2,702,324	2,759,940	13,250,326	22,429,162

Policy/Comprehensive Plan Information

Sidewalk Policy

Operating Budget Impact

N/A



Sidewalk

Leon County Fiscal Year 2022-2026 Capital Improvement Program

Smith Creek Bike Lane Phase I

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**052004**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EC1**

Project Description/Justification

This project is for the design of bicycle lanes on a portion of Smith Creek Road to enhance and promote the safe use of non-motorized transportation alternatives to access the Apalachicola National Forest. Smith Creek Road is a paved two-lane roadway that extends 8.3 miles from its intersection with State Road 20 south to the Wakulla County line. The roadway is currently 22 feet wide and paved with asphalt. The Phase I design project scope is to add 5-foot paved bike lanes on both sides of the road and to overlay/restripe approximately 1.3 miles of the roadway beginning at the State Road 20 intersection. The Phase II project (Project #052005) will begin at the point the Phase I project design ends and will provide an additional mile of bike lanes. This project is supported by Federal Highway Administration funds through an Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreement. After the completion of the design, an additional LAP Agreement was executed with FDOT to secure funding for construction.

The design and permitting activities were completed in FY 2020. Construction will commence in FY 2021 and be completed in FY 2022.

Strategic Initiative

N/A

Financial Summary

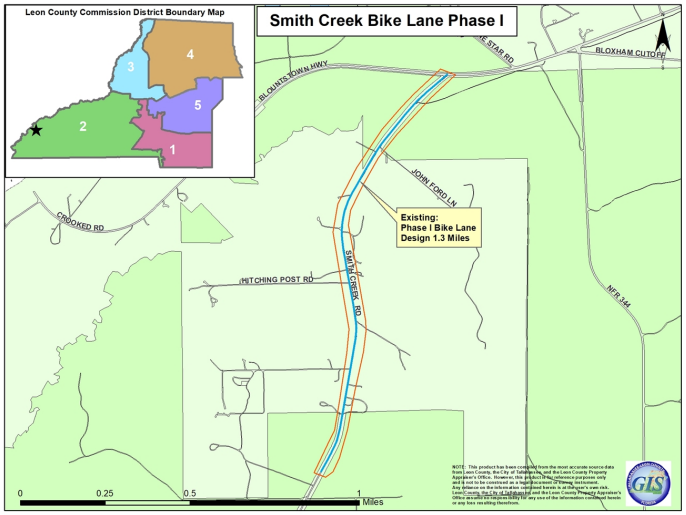
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
125 Grants	107,993	1,337,064	0	0	0	0	0	0	0	1,445,057
	107,993	1,337,064	0	0	0	0	0	0	0	1,445,057

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Smith Creek Bike Lane Phase II

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**052005**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EC1**

Project Description/Justification

This project is for the design of bicycle lanes on a portion of Smith Creek Road to enhance and promote the safe use of non-motorized transportation alternatives to access the Apalachicola National Forest. Smith Creek Road is a paved two-lane roadway that extends 8.3 miles from its intersection with State Road 20 south to the Wakulla County line. The roadway is currently 22 feet wide and paved with asphalt. The Phase II design project scope is to add 5-foot paved bike lanes on both sides of the road and to overlay/restripe approximately one mile of the roadway beginning at the point the Phase I project (Project #052004) design ends. This project is supported by Federal Highway Administration funds through an Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreement. After the completion of the design, an additional LAP Agreement was executed with FDOT to secure funding for construction.

The design and permitting activities were completed in FY 2020. Construction will commence in FY 2021 and be completed in FY 2022.

Strategic Initiative

N/A

Financial Summary

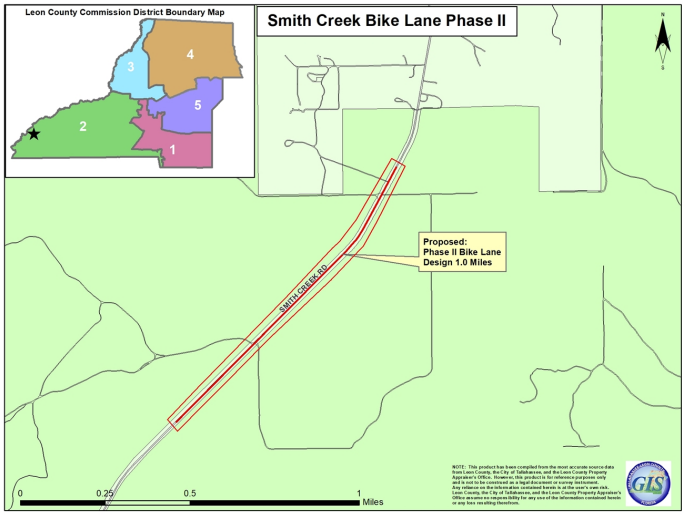
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
125 Grants	132,207	850,367	0	0	0	0	0	0	0	982,574
	132,207	850,367	0	0	0	0	0	0	0	982,574

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Springhill Road Bridge Rehabilitation

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**051008**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EC1**

Project Description/Justification

This project provides rehabilitative repair to Springhill Road Bridge over Munson Slough to ensure the long term safety of this facility. This project will address the noted conditions in the Florida Department of Transportation (FDOT) Bi Annual Bridge Inspection and provide a permanent solution to the deteriorating approaches that have required several emergency repairs in the past two years. Springhill Road Bridge was built in 1949 using timber piles, concrete bents, steel and a concrete superstructure. The bridge spans Munson Slough at the outfall into Lake Henrietta. Currently, the bridge timber piles are showing some deterioration. Additionally, Munson Slough experiences extreme fluctuation of stream elevation. This continual fluctuation has caused weakening of the approaches. The substructure and superstructure are in need of repair to maintain longevity. The replacement of the bridge is contemplated as part of the Blueprint 2020 Southside Gateway project. It is critical that the repairs are done to extend the useful life of the bridge until it is replaced.

Strategic Initiative

N/A

Financial Summary

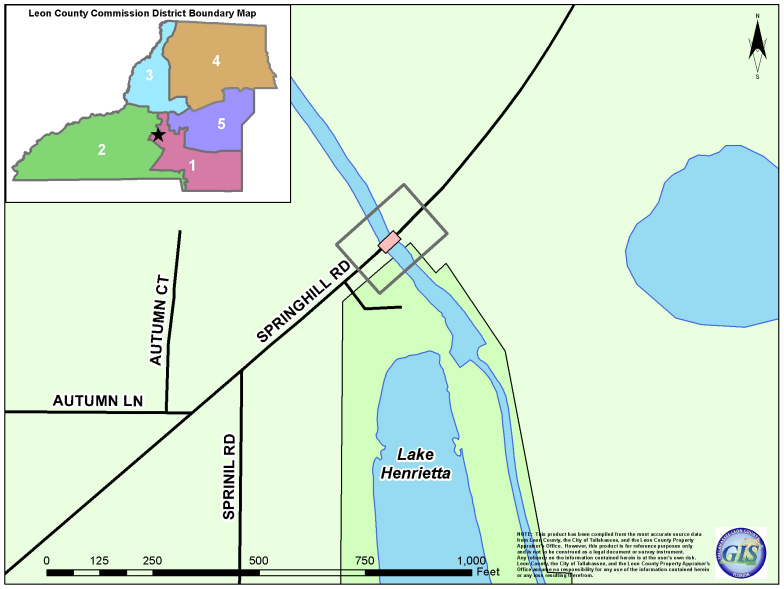
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	0	350,500	0	0	0	0	0	0	0	350,500
	0	350,500	0	0	0	0	0	0	0	350,500

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2022-2026 Capital Improvement Program

Transportation and Stormwater Improvements

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**No**
Project #:	**056010**	Capital Improvement:	**Stormwater**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EC1, EN1**

Project Description/Justification

On January 29, 2009, the Board conducted a workshop to address the need for Transportation and/or Stormwater projects to mitigate or alleviate community impacts during and after major storm events. The following is a combination of the Tropical Storm Faye projects (most of which are complete) and stormwater needs identified by citizens and regulatory agencies to alleviate flooding and/or enhance the environment.

To bolster the transportation capital program, and fund critical road/flooding projects that were delayed or not considered because of COVID, $2.7 million in American Rescue Plan Act (ARPA) replacement revenue funding was recommended to shore up the transportation capital program. $850,000 of ARPA was allocated in FY 2021 for the Ben Boulevard project reducing the need for funding in FY 2022. Ben Boulevard marks the end of the list of storm related projects needing mitigation. Future stormwater transportation repair projects are funded in Stormwater Infrastructure Preventative Maintenance (Project #067006).

Projects Under Construction:
Centerville Trace Pond Repair/Golden Pheasant/Raymond Tucker Road - Anticipated for completion Fall 2021

Projects Under Design:
Ben Blvd. Phase II - Design and permitting anticipated completion in 2021; Construction to follow in FY 2022

Completed Projects:
Miccosukee Road Drainage Improvements, Alexandrite Court, Edenfield/Barfield roads, Park Hill, Lakeside Drive, Lawndale Drive, Ben Boulevard Phase 1, Rhodes Cemetery Road, Salamanca/Palencia, Bannerman Road Outfall Facility, Edinburgh Estates, Portsmouth Circle, Timberlake LOMR, Killearn Lakes Unit 3, Autumn Woods, Crump Road Cross Drain Replacement, Southbrook (vegetation monitoring continues)/Otter Creek/Chadwick Way, Linene Woods Culvert, and Killearn Lakes Units 1, 2 & 3, Okeeheepkee Road Drainage Improvements, Chadwick Way Culvert Upgrade, Miccosukee at Georgia Intersection Drainage and Frontier Estates Drainage Improvements - Stormwater Model Complete.

Strategic Initiative

N/A

Financial Summary

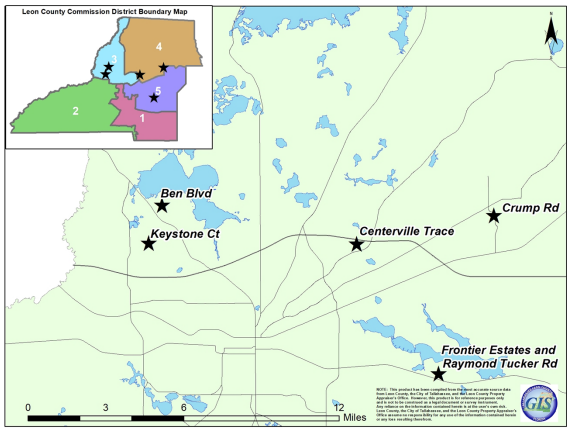
Funding Source	Life To Date FY 2020	Adjusted Budget FY 2021	Year To Date FY 2021	FY 2022 Budget	FY 2023 Planned	FY 2024 Planned	FY 2025 Planned	FY 2026 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	9,393,599	50,795	0	0	0	0	0	0	0	9,444,394
306 Transportation Improvements	4,588,415	4,547,161	1,688,323	0	0	0	0	0	0	9,135,576
	13,982,014	4,597,956	1,688,323	0	0	0	0	0	0	18,579,970

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality. Comprehensive Plan Levels of Service for Stormwater conveyance requires that no floodwaters enter a residence in a 100-year storm.

Operating Budget Impact

N/A



Leon County Fiscal Year 2022 Tentative Budget

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Note - The Leon County Home Rule Charter was originally enacted by Ord. No. 2002-07 adopted May 28, 2002; to be presented at special election of Nov. 5, 2002. Ord. No. 2002-16, adopted Sept. 10, 2002, repealed Ord. No. 2002-07 in its entirety. Subsequently, Ord. No. 2002-17, adopted Sept. 10, 2002, special election of Nov. 5, 2002; effective Nov. 12, 2002, enacted the Home Rule Charter to read as set out herein.

SECTION 1. - HOME RULE CHARTER

The proposed Home Rule Charter of Leon County, Florida, shall read as follows: PREAMBLE

We, the citizens of Leon County, Florida, united in the belief that governmental decisions affecting local interests should be made locally, rather than by the State, and that County government should be reflective of the people of the County and should serve them in achieving a more responsive and efficient form of government and in order to empower the people of this County to make changes in their own government, do ordain and establish this Home Rule Charter for Leon County, Florida.

ARTICLE I. - CREATION, POWERS AND ORDINANCES OF HOME RULE CHARTER GOVERNMENT

Sec. 1.1. - Creation and general powers of Home Rule Charter government.

The County shall have all powers of self-government not inconsistent with general law, with special law approved by vote of the electors, or with this Charter. The County shall have all county and municipal powers of self-government granted now or in the future by the Constitution and laws of the State of Florida.

Sec. 1.2. - Body corporate, name and boundaries.

Leon County shall be a body corporate and politic. The corporate name shall be Leon County, Florida. The County seat and boundaries shall be those designated by law on the effective date of this Home Rule Charter.

Sec. 1.3. - Construction.

The powers granted by this Home Rule Charter shall be construed broadly in favor of the charter government. The specified powers in this Charter shall not be construed as limiting, in any way, the general or specific power of the government as stated in this article. It is the intent of this article to grant to the charter government full power and authority to exercise all governmental powers necessary for the effective operation and conduct of the affairs of the charter government.

Sec. 1.4. - County purposes.

The County, operating under this Charter, shall have all special powers and duties which are not inconsistent with this Charter, heretofore granted by law to the Board of County Commissioners, and shall have such additional county and municipal powers as may be required to fulfill the intent of this Charter.

Sec. 1.5. - Municipal purposes.

The County shall have all necessary municipal powers to accomplish municipal purposes within the County.

In the event the board of county commissioners levies the municipal public services tax on utilities, any additional recurring or non-recurring fee or charge imposed on a utility relating to the use or occupation of the public rights-of-way shall not exceed what is reasonably necessary to properly monitor and enforce compliance with the county's rules and regulations concerning placement and maintenance of utility facilities in the public rights-of-way.

Sec. 1.6. - Relation to municipal ordinances.

(1) Except as otherwise provided by law or this Charter, municipal ordinances shall prevail over County ordinances to the extent of any conflict within the boundaries of the municipality. To the extent that a county ordinance and a municipal ordinance shall cover the same subject without conflict, then both the

municipal ordinance and the county ordinance shall be effective, each being deemed supplemental to the other.

(2) *Minimum Environmental Regulations.* County ordinances shall establish minimum standards, procedures, requirements and regulations for the protection of the environment and shall be effective within the unincorporated and incorporated areas of the County. Such standards, procedures, requirements and regulations shall include, but shall not be limited to, tree protection, landscaping, aquifer protection, stormwater, protection of conservation and preservation features, and such other environmental standards as the Board of County Commissioners determines to be necessary for the protection of the public health, safety, and welfare of the citizens throughout Leon County. Standards shall be designed to place emphasis on supporting healthy natural systems occurring in the environment. However, nothing contained herein shall prohibit a municipality from adopting ordinances, standards, procedures, requirements or regulations establishing a more stringent level of environmental protection within the incorporated area of the County.

(Ord. No. 2010-22, § 1, 8-17-2010)

Sec. 1.7. - Transfer of power.

Whenever a municipality, special district or agency shall request, by a majority vote of the governing body, the performance or transfer of a function to the County, the County is so authorized by a majority vote of the Board of County Commissioners to have the power and authority to assume and perform such functions and obligations. This section does not authorize a transfer in violation of Article VIII, § 4 of the Constitution of Florida.

Sec. 1.8. - Division of powers.

This Charter establishes the separation between legislative and administrative functions of this government. The establishment and adoption of policy shall be the responsibility of the Board of County Commissioners and the execution of that policy shall be the responsibility of the County Administrator.

Sec. 1.9. - Relation to state law.

Special laws of the state legislature relating to or affecting Leon County and general laws of local application which apply only to Leon County, except those laws relating exclusively to a municipality, the school board, or a special district, shall be subject to approval by local referendum to the extent that they are not in conflict with this Charter. All special laws so approved shall become ordinances and may be subject to amendment or repeal by the Board of County Commissioners.

ARTICLE II. - ORGANIZATION OF COUNTY GOVERNMENT

Sec. 2.1. - Elected Commission and appointed County Administrator form of government.

Leon County shall operate under an elected County Commission and an appointed County Administrator form of government with separation of legislative and executive functions in accordance with the provisions of this Home Rule Charter. The legislative responsibilities and powers of the County shall be assigned to, and vested in, the Board of County Commissioners. The executive responsibilities and power of the County shall be assigned to, and vested in, the County Administrator, who shall carry out the directives and policies of the Board of County Commissioners and enforce all orders, resolutions, ordinances and regulations of the Board, the Charter and all applicable general law to assure that they be faithfully executed.

Sec. 2.2. - Legislative branch.

(1) *The County Commission.* The governing body of the County shall be a Board of County Commissioners composed of seven (7) members serving staggered terms of four (4) years. There shall be one (1) Commissioner elected for each of the five (5) County Commission districts, established pursuant to general law or by ordinance, and they shall be elected by the electors of that district. There shall be two

(2) At-large Commissioners elected on a countywide basis by the electors of the County. Elections for all seven (7) members of the County Commission shall be non-partisan. Each candidate for the office of district County Commissioner shall reside within the district from which such candidate seeks election at the time of qualifying to run for that office, and during the term of office each Commissioner shall reside in the district from which such Commissioner ran for office, provided that any Commissioner whose residence is removed from a district by redistricting may continue to serve during the balance of the term of office.

(2) *Redistricting.* Redistricting of County Commission district boundaries shall be in accordance with general law, changed only after notice and a public hearing as provided by general law.

(3) *Salaries and Other Compensation.* Salaries and other compensation of the County Commissioners shall be established by ordinance, and salary shall not be lowered during an officer's term in office.

(4) *Authority.* The Board of County Commissioners shall exercise all legislative authority provided by this Home Rule Charter in addition to all other powers and duties authorized by general law or special law approved by a vote of the electorate.

(5) *Vacancies.* A vacancy in the office of County Commissioner shall be defined and filled as provided by general law.

(6) *Administrative Code.* The County Commission shall adopt an administrative code in accordance with general law.

(7) *Limitation on Campaign Contributions.* No candidate for any County office for which compensation is paid shall accept any contribution from any contributor, including a political committee, as defined by state law, in cash or in kind, in an amount in excess of $250 per election.

(Ord. No. 2010-21, § 1, 8-17-2010)

Sec. 2.3. - Executive branch.

(1) The County Administrator.

(A) The County Administrator shall be appointed by an affirmative vote of a majority plus one (1) of the entire membership of the Board of County Commissioners. The County Administrator shall serve at the pleasure of the Board of County Commissioners until such time as the County Administrator shall be removed by a vote for removal of a majority plus one (1) of the entire membership of the Board of County Commissioners voting during the first regularly scheduled meeting occurring after a meeting of the Board at which a motion expressing the intent of the Board to remove the County Administrator was adopted by majority vote of those present and voting. The County Administrator shall be the chief executive officer of the County and all executive responsibilities and powers shall be assigned to, and vested in, the County Administrator. The County Administrator shall exercise all executive authority provided by this Home Rule Charter and all other powers and duties authorized by general or special law.

(B) The County Administrator shall be chosen on the basis of his/her professional qualifications, administrative and executive experience, and ability to serve as the chief administrator of the County. The County Administrator shall reside within the County during his/her tenure as County Administrator.

(C) The compensation of the County Administrator shall be fixed by the Board of County Commissioners at a level commensurate with the responsibilities of the position, with performance appraisals conducted by the Board of County Commissioners at least annually.

(D) A vacancy in the office shall be filled in the same manner as the original appointment. The County Administrator may appoint an Acting County Administrator in the case of his/her temporary vacancy.

(2) Senior Management. The County's senior management employees, with the exception of the County Attorney's Staff, shall serve at the pleasure of the County Administrator, who may suspend or discharge senior management personnel with or without cause.

(3) Non-interference by Board of County Commissioners. Except for the purpose of inquiry and information, members of the Board of County Commissioners are expressly prohibited from interfering with the performance of the duties of any employee of the county government who is under the direct or indirect supervision of the County Administrator or County Attorney by giving said employees instructions or directives. Such action shall constitute malfeasance within the meaning of Article IV, Section 7(a) of the Florida Constitution. However, nothing contained herein shall prevent a County Commissioner from discussing any county policy or program with a citizen or referring a citizen complaint or request for information to the County Administrator or County Attorney.

(Ord. No. 2010-23, § 1, 8-17-2010; Ord. No. 2010-24, § 1, 8-17-2010; Ord. No. 2010-25, § 1, 8-17-2010)

Sec. 2.4. - County attorney.

(1) There shall be a County Attorney selected by the Board of County Commissioners who shall serve at the pleasure of, and report directly to, the Board of County Commissioners, and shall reside within the County during his/her tenure as County Attorney.

(A) The County Attorney shall provide legal services to the Board of County Commissioners, the County Administrator, and County departments, boards and agencies organized under the Board of County Commissioners.

(B) The compensation of the County Attorney shall be fixed by the Board of County Commissioners at a level commensurate with the responsibilities of the position with performance appraisals conducted by the Board of County Commissioners at least annually.

Sec. 2.5. - Code of Ethics.

In order to provide a high level of transparency and ethical conduct under charter government, the Board of County Commissioners shall enact by ordinance a Code of Ethics no later than the first County Commission meeting in December 2019. The Code of Ethics shall prescribe standards of conduct for members of the Board of County Commissioners and its employees, as well as to all members of appointed boards and committees that have been created by the Board of County Commissioners. The Code of Ethics shall supplement and not contradict or supersede any statutory or administrative standards of conduct which apply to any such officer or employee. The Code of Ethics shall include, but is not limited to, standards of conduct, provisions defining offenses, prescribing penalties within the limits allowed by law, and establishing lobbyist regulations. The Code shall not conflict with the power of the Governor to suspend county officers or of the Senate to remove them from office, or the power of the people to recall them from office.

(Ord. No. 2018-06, § 1, 4-10-2018)

ARTICLE III. - ELECTED COUNTY CONSTITUTIONAL OFFICERS

Sec. 3.1. - Preservation of constitutional offices.

The offices of the Sheriff, Property Appraiser, Tax Collector, Clerk of the Circuit Court and Supervisor of Elections shall remain as independently elected constitutional offices, and the status, powers, duties and functions of such offices shall not be altered by this Home Rule Charter, or any revisions or amendments hereto, except as provided in Section 5.2 below. The constitutional officers shall perform their executive and administrative functions as provided by law.

Sec. 3.2. - Non-partisan elections.

**

(1) Non-Partisan Offices. The Supervisor of Elections shall be non-partisan.

(A) Non-Partisan Election Procedures. If three or more candidates, none of whom is a write-in candidate, qualify for such office, the names of those candidates shall be placed on a non-partisan ballot at the first primary election. If no candidate for such office receives a majority of the votes cast for such office in the first primary election, the names of the two candidates receiving the highest number of votes for such office shall be placed on the general election ballot.

(B) Qualification by Petition. A candidate for non-partisan office may qualify for election to such office by means of the petitioning process provided in general law.

**Pursuant to the holding by the Florida Supreme Court in the *Orange County v. Singh* case (268 So.3d 668), Section 3.2(1) of the Charter has been rendered unenforceable. Henceforth the election for the office of Supervisor of Elections shall be partisan.

Sec. 3.3. - Clerk auditor.

(1) The Leon County Clerk of the Court shall serve as the Auditor to the Commission as specified by law. The Clerk shall employ a Certified Internal Auditor, Certified Public Accountant, or such other person qualified by education or experience in governmental accounting, internal auditing practices and fiscal controls, which shall include at least five (5) years' experience in professional accounting, auditing, governmental fiscal administration or related experience, unless the Clerk holds such qualifications. The Board of County Commissioners shall fund the audit function of the Clerk.

(2) Audit Committee. There shall be a five member Audit Committee of which two members shall be appointed by the County Commission and three by the Clerk. The Audit Committee shall adopt an annual plan of work for the Auditor and shall oversee the work of the Auditor. The Audit Committee members shall be residents of Leon County, none of whom may be an employee or officer of County government, and who have experience as a public accountant, internal auditor, or as a financial manager for a public, private or not for profit institution. The purpose of the Committee is to promote, maintain, and enhance the independence and objectivity of the internal audit function by ensuring broad audit coverage, adequate consideration of audit reports, and appropriate action on recommendations. Clerk shall provide for the organization and duties of the audit committee, including membership terms, voting procedures, officers, sub-committees, meeting schedules and staff support.

Sec. 3.4. - Limitation on campaign contributions.

No candidate for any County office for which compensation is paid shall accept any contribution from any contributor, including a political committee, as defined by state law, in cash or in kind, in an amount in excess of $250 per election.

(Ord. No. 2010-21, § 2, 8-17-2010)

ARTICLE IV. - POWERS RESERVED TO THE PEOPLE: INITIATIVE AND RECALL

Sec. 4.1. - Citizen initiative.

(1) *Right to Initiate.* The electors of Leon County shall have the right to initiate County ordinances in order to establish new ordinances and to amend or repeal existing ordinances, not in conflict with the Florida Constitution, general law or this Charter, upon petition signed by at least ten percent (10%) of the total number of electors qualified to vote in the County reflecting ten percent (10%) of the total number of electors qualified to vote within each of the five (5) commission districts. The total number of electors qualified shall mean the total number of electors qualified to vote in the last preceding general election.

(2) *Procedure for Petition.* The sponsor of an initiative shall, prior to obtaining any signatures, submit the text of a proposed ordinance to the Supervisor of Elections, with the proposed ballot summary and the form on which signatures will be affixed and obtain a dated receipt therefor. Any such ordinances shall embrace but one (1) subject and matter directly connected therewith. The sponsor shall cause a notice of such submission to be published within fourteen (14) days thereof in a newspaper of general

circulation in the County. The allowable period for obtaining signatures on the petition shall be completed not later than one (1) year after initial receipt of the petition by the Supervisor of Elections. The sponsor shall comply with all requirements of general law for political committees and shall file quarterly reports with the Supervisor of Elections stating, to the best of the sponsor's information and belief, the number of signatures procured. The time and form of such reports may be prescribed by ordinance. When a sufficient number of signatures is obtained, the sponsor shall thereupon submit signed and dated forms to the Supervisor of Elections, and upon submission, shall pay all fees required by general law. The Supervisor of Elections shall, within sixty (60) days after submission of signatures, verify the signatures thereon, or specify a reason for the invalidity of each rejected signature, if the petition is rejected for insufficiency of the number of valid signatures. If the petition is rejected for insufficiency of the number of signatures, the sponsor shall have an additional thirty (30) days within which to submit additional signatures for verification. The Supervisor of Elections shall, within thirty (30) days of submission of additional signatures, verify the additional signatures. In the event sufficient signatures are still not acquired, the Supervisor of Elections shall declare the petition null and void and none of the signatures may be carried over onto another identical or similar petition.

(3) *Consideration by Board of County Commissioners.* Within sixty (60) days after the requisite number of signatures has been verified by the Supervisor of Elections and reported to the Board of County Commissioners, the Board of County Commissioners shall give notice and hold public hearing(s) as required by general law on the proposed ordinance and vote on it. If the Board fails to enact the proposed ordinance it shall, by resolution, call a referendum on the question of the adoption of the proposed ordinance to be held at the next general election occurring at least forty-five (45) days after the adoption of such resolution. If the question of the adoption of the proposed ordinance is approved by a majority of those registered electors voting on the question, the proposed ordinance shall be declared, by resolution of the Board of County Commissioners, to be enacted and shall become effective on the date specified in the ordinance, or if not so specified, on January 1 of the succeeding year. The Board of County Commissioners shall not amend or repeal an ordinance adopted by initiative prior to the next succeeding general election, without the approval of a majority of the electors voting at a referendum called for that purpose.

(4) *Limitation on Ordinances by Initiative.* The power to enact, amend or repeal an ordinance by initiative shall not include ordinances or provisions related to County budget, debt obligations, capital improvement programs, salaries of County officers and employees, the assessment or collection of taxes, or the zoning of land.

Sec. 4.2. - Recall.

All members of the Board of County Commissioners shall be subject to recall as provided by general law.

ARTICLE V. - HOME RULE CHARTER TRANSITION, AMENDMENTS, REVIEW, SEVERANCE, EFFECTIVE DATE

Sec. 5.1. - Home Rule Charter Transition.

(1) *General Provisions.* Unless expressly provided otherwise in this Home Rule Charter, the adoption of this Charter shall not affect any existing contracts or obligations of Leon County; the validity of any of its laws, ordinances, regulations, and resolutions; or the term of office of any elected County officer, whose term shall continue as if this charter had not been adopted.

(2) *Initial County Commissioners.* The persons comprising the Leon County Board of County Commissioners on the effective date of this Charter shall become the initial members of the Board of County Commissioners of the Charter government and shall perform the functions thereof until the normal expiration of their terms or until the election and qualification of their successors as provided by law.

(3) *Outstanding Bonds.* All outstanding bonds, revenue certificates, and other financial obligations of the County outstanding on the effective date of this Charter shall be obligations of the Charter government. All actions taken by the former government relating to the issuance of such obligations are hereby ratified and confirmed. Payment of such obligations and the interest thereon shall be made solely from,

and charged solely against, funds derived from the same sources from which such payment would have been made had this Charter not taken effect.

(4) *Employees Continuation.* All employees of the former County government shall, on the effective date of this Charter, become employees of the County government created by this Charter. All existing wages, benefits, and agreements, and conditions of employment shall continue, until modified by lawful action of the County Commission.

Sec. 5.2. - Home rule charter amendments.

(1) Amendments Proposed by Petition.

(A) The electors of Leon County shall have the right to amend this Home Rule Charter in accordance with Sec. 4.1 of this Charter.

(B) Each proposed amendment shall embrace but one (1) subject and matter directly connected therewith. Each Charter amendment proposed by petition shall be placed on the ballot by resolution of the Board of County Commissioners for the general election occurring in excess of ninety (90) days from the certification by the Supervisor of Elections that the requisite number of signatures has been verified. If approved by a majority of those electors voting on the amendment at the general election, the amendment shall become effective on the date specified in the amendment, or, if not so specified, on January 1 of the succeeding year.

(2) Amendments and Revisions by Citizen Charter Review Committee.

(A) A Citizen Charter Review Committee shall be appointed by the Board of County Commissioners at least twelve (12) months before the general election occurring every eight (8) years thereafter, to be composed and organized in a manner to be determined by the Board of County Commissioners, to review the Home Rule Charter and propose any amendments or revisions which may be advisable for placement on the general election ballot. Public hearings shall be conducted as provided by F.S. § 125.63.

(B) No later than ninety (90) days prior to the general election, the Citizen Charter Review Committee shall deliver to the Board of County Commissioners the proposed amendments or revisions, if any, to the Home Rule Charter, and the Board of County Commissioners shall consider such amendments or revisions to be placed on the general election ballot, in accordance with F.S. § 125.64.

(C) If the Citizen Charter Review Committee does not submit any proposed Charter amendments or revisions to the Board of County Commissioners at least ninety (90) days prior to the general election, the Citizen Charter Review Committee shall be automatically dissolved.

(3) Amendments Proposed by the Board of County Commissioners.

(A) Amendments to this Home Rule Charter may be proposed by ordinance adopted by the Board of County Commissioners by an affirmative vote of a majority plus one (1) of the membership of the Board. Each proposed amendment shall embrace but one (1) subject and matter directly connected therewith. Each proposed amendment shall only become effective upon approval by a majority of the electors of Leon County voting in a referendum at the next general election. The Board of County Commissioners shall give public notice of such referendum election at least ninety (90) days prior to the general election referendum date.

(B) If approved by a majority of those electors voting on the amendment at the general election, the amendment shall become effective on the date specified in the amendment, or, if not so specified, on January 1 of the succeeding year.

Sec. 5.3. - Severance.

If any provision of this Charter or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the Charter which can be given effect without the invalid provision or application, and to this end the provisions of the Charter are declared severable.

Sec. 5.4. - Home rule charter effective date.

This Charter shall become effective November 12, 2002.

SECTION 2. - BALLOT QUESTION TO BE PRESENTED TO ELECTORATE

The proposed Charter of Leon County, Florida, shall be presented to the qualified Leon County electorate by placing the question of whether to adopt same on the ballot at the special election to be held on November 5, 2002.

SECTION 3. - BALLOT QUESTION FORM

The question on the ballot shall be substantially in the following form:

CHARTER FOR LEON COUNTY, FLORIDA

AS PROPOSED BY LEON COUNTY ORDINANCE NO. 2002-___

Question

Shall there be a Home Rule Charter for Leon County, Florida, establishing all rights and powers of local self government; authorizing the proposal and adoption of ordinances by voter initiative and referendum; preserving elected constitutional county officers; providing a non-partisan Supervisor of Elections; providing for non-partisan elections of county commissioners; allowing recall of commissioners by citizen referendum; and providing a method of amendment, which shall take effect November 12, 2002?

Yes for Approval ___

No for Rejection ___

SECTION 4. - FURTHER AUTHORIZATION

The Board of County Commissioners of Leon County, Florida, is authorized to adopt all resolutions and take all actions necessary in order for this Charter referendum proposition and those propositions referenced in the Preamble and Articles of the proposed Charter herein to be properly placed on the ballot for the special election of November 5, 2002. Said referendum shall be conducted according to the requirements of law governing referendum elections in the State of Florida.

SECTION 5. - SEVERABILITY

If any word, phrase, clause, section or portion of this ordinance shall be held invalid or unconstitutional by a court of competent jurisdiction, such portion or words shall be deemed a separate and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 6. - EFFECTIVE DATE

This ordinance shall have effect upon becoming law, but shall be of no further force or effect if the proposed

Charter is not duly approved at the November 5, 2002, special election. The Charter of Leon County, Florida, as proposed by this Ordinance, shall become effective November 12, 2002, if the Charter is approved by a "yes" vote by a majority of those duly qualified electors voting on the question posed at the November 5, 2002, referendum.

DULY PASSED AND ADOPTED BY the Board of County Commissioners of Leon County, Florida, this 9th day of September, 2002.

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 Statues, 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 Statues, Leon County will retain an operating cash reserve fund of not less than 10% but not more than 20% of the general operating budget (Policy No. 07-2).
10. Cash reserves in excess of reserve policies will be utilized to support one-time capital projects and/or other one-time expenditures to address unforeseen revenue shortfalls (Policy No. 07-2).
11. Leon County will continue to ensure the useable and safe life of existing infrastructure by providing funding for proper maintenance (Policy No. 93-44).
12. Provide that fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise (Policy No. 92-5).
13. Ensure that capital projects financed through the issuance of bonds will not be financed for a period that exceeds the useful life of the project or the life of the supporting revenue source (Policy No. 93-47), and support conduit financing to promote the economic health of the community.
14. Maintain accounting and reporting practices in conformance with the Uniform Accounting System of the State of Florida and Generally Accepted Accounting Principles (GAAP) (Policy No. 92-4).
15. Ensure that the annual financial and compliance audit of the County's financial records is conducted by an independent firm of certified public accountants whose findings and opinions are published and available for public review (Policy No. 92-4).
16. Will optimize return on investments within the constraints of safety and liquidity through an adopted Investment Policy.
17. Shall establish formal policies and procedures to address amending the budget while allowing the organization to function and react to changing conditions (Policy No. 97-11).
18. The County shall provide a meaningful public input process during the annual budget review which shall, at a minimum, include at least one Board Workshop and two Public Hearings.
19. The County will fully research and employ technology to improve the personal and collective efficiency of county employees.
20. The County will continue to enhance our culture of performance, as we maintain a very low employee per 1,000 population and a "flat" organizational structure, and hold individual employees to high expectations and performance standards. Employees are entrusted with broad authority in their functional areas, expected to respond quickly to requests for service, explore and pursue alternatives to assist the citizenry, attempt to deliver more than what is expected, and are empowered to use professional discretion on the spot to resolve issues and reduce "bureaucracy." These employees are valued and compensation and benefits are commensurate with their responsibilities and competitive in the industry.
21. The County will continue to improve efforts to promote employee innovation, through incentives, recognition and rewards for identifying and implementing program and process improvements that add value to services while producing cost savings.
22. The County will continue to leverage Leon County tax payer dollars to attract federal and state appropriations, reimbursements, and matching grants to realize revenue maximization for the purpose of funding priority projects and programs.

Industrial Development Revenue Bond Financing Policy, No. 81-1

This policy establishes a means for the expansion of local businesses as well as the attraction of new prospective businesses, allowing for diversification and expansion of the local economy.

Accounting and Reporting Policy, No. 92-4

This policy establishes accounting and reporting systems that maintain accounting and reporting practices that conform to the Uniform Accounting System of Generally Accepted Accounting Principles (GAAP). The policy also ensures that the accounting and reporting systems are consistent with the standards set for local governments according to Governmental Accounting and Financial Reporting (GAFR), the National Council on Governmental Accounting (NCGA), and the Governmental Accounting Standards Board (GASB).

Revenues Policy, No. 92-5

This policy establishes revenue practices that: provide for the establishment and maintenance of a diversified revenue system to protect it from fluctuations in any one revenue source; ensure fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise; and ensure that the County does not accept any revenue source whose terms of acceptance or collection may negatively affect the County.

Fiscal Planning Policy, No. 93-44

This policy establishes fiscal planning practices that provide for:

- The annual operating and capital budget to be developed in conformity with the Tallahassee-Leon County Comprehensive Plan.
- The development and review of a Capital Improvement Project budget, containing a 5-year plan for acquisition and improvement of capital investments that is also coordinated with the annual operating budget.

Dues and Memberships Policy, No. 93-46

This policy requires that any dues or memberships paid by Leon County on behalf of an employee shall be detailed in a department/division's annual budget request submission to the Office of Management and Budget. The request will be reviewed for appropriateness with final denial/approval being given by the County Administrator or his/her designee during the development of the tentative budget.

Debt Management and Other Investments Policy, No. 93-47

This policy establishes that debt management and investment practices are established to:

- Ensure that capital projects financed by capital bonds will not be financed for a period that exceeds the useful life of the supporting revenue source.
- Ensure that interest, operating or maintenance expenses will be capitalized only for facilities or enterprise activities and limited to expenses encumbered prior to the operation or improvement of the facility.
- Provide that Leon County's debt will be limited to an amount that will not hinder the County from maintaining sources of available revenues for service of debt at 135% of annual debt service.
- Provide that the County will limit its investments to only the safest types of securities (including the U.S. government or its agencies) and those which provide insurance or the legally required backing of the invested principal.
- Provide that, unless required by market conditions, not more that fifteen percent of the County's investment portfolio will be placed in any one institution other than those securities issued or guaranteed by the US Government or its agencies or the State Board of Administration of the State of Florida.

Amending the Budget Policy, No. 97-11

This policy establishes that for the operation of amending the annual budget, all amendments/transfers will be reviewed by the director of the requesting department/division, followed by the Office of Management and Budget, prior to submission and subsequent approval/denial by the County Administrator and/or the Board of County Commissioners as set forth below:

- Allows program managers to amend their operating budgets and personal services budgets up to 10 percent of the total on an aggregate basis between line items within programs with a $50,000 cap, upon County Administrator approval.
- Designates the Office of Management and Budget the responsibility for monitoring and enforcing the provisions for amending the budget based upon policies adopted by the Board.

Amending the Budget Policy, No. 97-11(Cont.)

- Allows the County Administrator to authorize intrafund transfers up to $250,000. Intrafund transfers exceeding $250,000 and all interfund transfers must be approved by a majority vote of the Board.
- Requests for use of reserves for contingency must be approved by a majority vote of the Board.

Carry Forward Program Policy, No. 98-16

This policy establishes that the Carry Forward Program will provide budget incentives to managers to improve financial management effectiveness and accountability. It allows managers to carry forward a portion or all unexpected end-of-year funds for identifiable projects which will result in increased productivity, cost savings, and/or increased efficiency. Department managers submitting a request to OMB for review, must clearly indicate how the County will realize an increase in productivity, save money, and/or increase efficiency, if approved. Managers of projects funded by the Board in the current fiscal year, which are incomplete, must submit a "Carry Forward Request" requesting the funds be added to the budget of the following fiscal year for the sole purpose of completing the project for which the funds were appropriated. All carry forward requests are presented to the Board prior to November 1 of each year and are based upon the prior approval of the County Administrator.

Revenues - Financial Advisory Committee Policy, No. 00-1

This policy establishes the Financial Advisory Committee which ensures that financial matters which come before the Board have been appropriately and thoroughly reviewed. This committee will make recommendations on financial matters related to the Board and all County boards. Such financial matters may include, but not be limited to, issuance of debt, selection of bond counsel, financial advisory services, bond underwriter services, underwriter counsel, and arbitrage rebate compliance services.

Leon County Investment Policy, No. 17-4

This policy establishes that Leon County's Investment Policy within the context of the County's Investment Ordinance is intended to set the framework within which the County's investment activities will be conducted. It establishes the parameters for investment activity, which may be further, restricted by the Investment Oversight Committee or by investment staff, and provides parameters to limit risk and ensure a broadly diversified portfolio.

Landfill Rate Stabilization Reserve Policy, No. 03-08

This policy establishes the Solid Waste Stabilization Reserve Fund to provide funding for: planned future capital project expenditures, temporary and nonrecurring unexpected capital projects, accommodation of unexpected program mandates from other governmental bodies, extraordinary operating expenses, and operating expenses in order to stabilize rates. All requests for the use of these funds are limited to the operation of the County's landfill and transfer station and must be Board approved.

Discretionary Funding Guidelines Ordinance No. 06-34

This ordinance governs the allocation of discretionary funds and provides the Board a maximum amount of annual funding available in each of the following categories: (a) Community Human Services Partnership Fund (CHSP); (b) Community Human Services Partnership-Emergency Fund; (c) Commissioner District Budget Fund; (d) Mid-Year Fund; (e) Non-Departmental Fund; and (f) Youth Sports Teams Fund. The funding for the purposes set forth in this ordinance shall be subject to an annual appropriation by the Board in accordance with this Ordinance.

Reserves Policy, No. 07-2

This policy establishes funding for: general revenue emergency reserves, un-appropriated reserve for cash balance, minimum and maximum amounts of fund balance, funding for authorized mid-year increases, unexpected increases in the cost of existing levels of service, temporary and nonrecurring funding for unexpected projects, local match for public or private grants, offset losses, and unexpected program mandates. It establishes authorized forms and procedures to be used by outside agencies or individuals, set forth procedures and evaluation criteria of funding.

Capital Asset Policy, No. 19-5

The Leon County Governmental Capital Asset Policy has been developed in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) Statement Number 34, to set forth the parameters of the government accounting for capital assets. Included in this policy are asset class definitions, capitalization thresholds, and methods of depreciation and amortization.

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 Leon County, Florida that Policy No. 93-44, “Fiscal Planning”, amended by the Board of County Commissioners on May 10, 2016, is hereby further amended and a revised policy is hereby adopted in its place, to wit: The County will establish fiscal planning practices to:

1. Provide that the annual operating and capital budget for Leon County shall be developed in conformity with the Tallahassee-Leon County Comprehensive Plan by the Office of Management and Budget, under the advisement of the County Administrator and adopted as provided in State law by a majority vote of the Board of County Commissioners presiding in a public hearing.
2. Provide for the development and annual review of a capital improvement budget. This budget shall contain a 5-year plan for acquisition and improvement of capital investments in the areas of facilities, transportation, equipment and drainage. This budget shall be coordinated with the annual operating budget.
3. Provide that the Board of County Commissioners will continue to reflect fiscal restraint through the development of the annual budget. In instances of forthcoming deficits, the Board will either decrease appropriations or increase revenues.
4. Provide that the County will strive to better utilize its resources through the use of productivity and efficiency enhancements while at the same time noting that the costs of such enhancements should not exceed the expected benefits.
5. Provide that expenditures which support existing capital investments and mandated service programs will be prioritized over those other supporting activities or non-mandated service programs.
6. Provide that the County Administrator shall be designated Budget Officer for Leon County and will carry out the duties as set forth in Ch. 129, F.S.
7. Provide that the responsibility for the establishment and daily monitoring of the County=s accounting system(s) shall lie with the Finance Division of the Clerk of the Circuit Court, and that the oversight of investment and debt management for the government of Leon County shall lie with the Board of County Commissioners.
8. Annually, prior to March 31, the Board of County Commissioners will:
   A. Establish a budget calendar for the annual budget cycle.
   B. Confirm the list of permanent line-item funded agencies that can submit applications for funding during the current budget cycle.
   C. Establish the amount of funding to sponsor community partner/table events in an account to be managed by the County Administrator.
   D. Provide direction to staff on additional appropriation requests that should be considered as part of the tentative budget development process.
   E. Establish outside agency funding for the next budget cycle.
9. Provide that this policy shall be reviewed annually by the Board of County Commissioners to ensure its consistency and viability with respect to the objectives of the Board and its applicability to current state law and financial trends.

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. 17-4

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 02-12, "Leon County Investment Policy", revised February 25, 2014, is hereby superseded, and replaced in its entirety, and a new Policy No. 17-3 entitled "Leon County Investment Policy" is hereby adopted in its place, effective July 11, 2017, to wit:

I. SCOPE

This Policy was adopted using Florida Statutes Section 218.415 as a guideline and applies to all funds held by the County in excess of those required to meet current expenses.

II. INVESTMENT OBJECTIVES

The primary objectives of all investment activities for the County should be safety of principal, maintenance of adequate liquidity, and finally, return maximization.

A. Safety of Principal. This is the foremost investment objective. Investment transactions should seek to keep capital losses to a minimum, whether the result of security defaults or erosion of market value. This is best insured by establishing minimum acceptable credit ratings, limiting overall portfolio duration, setting maximum exposures by sector, defining appropriate levels of diversification, and limiting exceptions.

B. Maintenance of Liquidity. To meet the day-to-day operating needs of the County and to provide the ready cash to meet unforeseen temporary cash requirements, a liquidity base of approximately at least two months of anticipated disbursements will be kept in relatively short term investments. These would include investments in government pools with daily liquidity such as the Local Government Surplus Trust Fund and money market investments.

C. Return Maximization. Return is of least importance compared to the safety and liquidity objectives above. Investments are limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed.

III. STANDARDS OF CARE

a. Standards of Prudence. The "Prudent Person" Rule shall be applied in the management of the overall investment portfolio. The "Prudent Person" Rule states: "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The Clerk and Finance Department employees performing the investment functions, acting as a "prudent person" in accordance with established procedures and this Policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided that appropriate monitoring efforts are performed.

b. Ethical Standards. Officers, employees and external investment advisors of the Clerk's Office who are involved in the investment process shall refrain from personal business activity that could conflict with State Statutes, County ordinances, proper management of the investment portfolio or which could impair their ability to make impartial investment decisions. Investment officials and employees, including members of the Investment Oversight Committee, shall disclose any material financial interests in any investment firms, or financial institutions that conduct business with the County and shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the County.

c. Limits of Liability. Other than by an action of the County, the County shall provide for the defense and indemnification of any Committee member who is made a party to any suit or proceeding, or against

whom a claim is asserted by reason of their actions taken within the scope of their service as an appointed member of this committee. Such indemnity shall extend to judgments, fines, and amounts paid in settlement of such claim suit, or proceeding, including any appeal thereof. This protection shall extend only to members who have acted in good faith and in a manner reasonably believed to be in, or not opposed to, the best interest of the County.

IV. AUTHORITY

Responsibility for the administration of the investment program is vested in the Clerk of the Circuit Court (Clerk), as provided in Section 28.33, Florida Statutes. The Clerk shall exercise this authority to invest surplus funds in accordance with Section 218.415, Florida Statutes. The Clerk hereby delegates the day-to-day responsibility for the administration of the investment program to the Finance Director. The Finance Director shall maintain an Investment Procedures and Internal Controls Manual based on this Policy.

V. INVESTMENT OVERSIGHT COMMITTEE

The Board is responsible for setting guidelines for the investment of the portfolio through the adoption of this Investment Policy. The Board recognizes that there is an expertise required both for setting the guidelines and the review of performance, which may exceed the technical background of individual commissioners and has, therefore, created the Investment Oversight Committee. This Committee is charged with the responsibility to review this Policy on a regular basis and to recommend changes. The Clerk will provide sufficiently detailed reports to the Committee in order for the Committee to review portfolio performance. The Committee will establish portfolio benchmarks in order to judge the performance of the portfolio with respect to the market and other portfolios of similar size and limitations. The Committee will provide the Board a report as of the close of the fiscal year recapping the performance of the portfolio and any external managers. The Board or the Committee may request additional meetings to discuss issues of concern or direction.

VI. PROCUREMENT OF EXTERNAL INVESTMENT MANAGERS

The County may utilize external investment managers to assist with management of the portfolio. External management may be employed in situations where, due to limitations in the areas of staff time or expertise, such outside resources would be in a better position to overcome such limitations. Securities purchased by the external manager on behalf of the County, and other investments held by the fund, must be in compliance with the constraints identified by this Policy. The average duration of the funds managed by any one external manager on behalf of the County as part of the portfolio shall not exceed three years.

The Clerk in her capacity as Chief Financial Officer of Leon County oversees the selection of external managers through a competitive selection process (an RFP). The RFP committee will include county and clerk staff along with investment experts from other governments or the community. In making this selection, consideration will be given to past investment performance, fees, assets under management, experience of the firm and the individuals managing portfolios of similar size, complexity and investment restrictions. Upon selection of an external manager, the Clerk will execute a contract with the firm. External managers will be evaluated and retained based upon their investment performance.

VII. THIRD-PARTY CUSTODIAL AGREEMENTS

The Clerk will execute a Third Party Custodial Safekeeping Agreement with a depository chartered by the United States Government or the State of Florida. All securities purchased, and/or collateral obtained by the Clerk shall be properly designated as an asset of the County and held in an account separate from other assets held by the depository. No withdrawal of such securities, in whole or in part, shall be made from safekeeping except by authorized staff. The Clerk will enter into a formal agreement with an institution of such size and expertise as is necessary to provide the services needed to protect and secure the investment assets of the County.

Securities transactions between a broker-dealer and the custodian involving purchase or sale of securities by transfer of money or securities must be made on a "delivery vs. payment" basis, if applicable, to ensure

that the custodian will have the security or money, as appropriate, in hand at the conclusion of the transaction.

The Third-Party Custodial Safekeeping Agreement shall include letters of authority from the Clerk and details as to responsibilities of each party. These responsibilities include notification of security transactions, repurchase agreements, wire transfers, safekeeping and transactions costs, procedures in case of wire failure and other unforeseen mishaps, including the liability of each party.

VIII. INTERNAL CONTROLS

The Treasury Manager shall establish and monitor a set of written internal controls designed to protect the County's funds and ensure proper accounting and reporting of the securities transactions. The internal controls should be designed to prevent losses of funds, which might arise from fraud, employee error, and misrepresentation by third parties, or imprudent actions by employees. The written procedures should include reference to safekeeping, repurchase agreements, separation of transaction authority from accounting and recordkeeping, wire transfer agreements, banking service contracts, collateral/depository agreements, and “delivery-vs-payment” procedures.

No person may engage in an investment transaction except as authorized under the terms of this policy. All daily investment activity is performed by the Treasury Manager under supervision of the Finance Director.

Pursuant to Section 218.415 (13), Florida Statutes, independent auditors as a normal part of the annual financial audit to the County shall conduct a review of the system of internal controls to ensure compliance with policies and procedures.

IX. CONTINUING EDUACATION

The Clerk staff responsible for making investment decisions must annually complete eight hours of continuing education in subjects or courses of study related to investment practices and products.

X. POLICY REVIEW AND AMENDMENT

This Policy shall be reviewed annually by the Investment Oversight Committee and any recommended changes will be presented to the Board of County Commissioners for adoption.

XI. AUDITS

Certified public accountants conducting audits of units of local government pursuant to Section 218.39, Florida Statutes shall report, as part of the audit, whether or not the local government has complied with Section 218.415, Florida Statutes.

XII. MASTER REPURCHASE AGREEMENT

The County will require all approved institutions and dealers transacting repurchase agreements to execute and perform as stated in the Master Repurchase Agreement. All repurchase agreement transactions will adhere to requirements of the Master Repurchase Agreement.

XIII. INVESTMENT PERFORMANCE AND REPORTING

A quarterly investment report shall be prepared by the Finance Office and provided to the County Administrator and the Investment Oversight Committee. The report shall include an analysis of the portfolio by sector, maturity, yield, as well as its overall performance during that period with sufficient detail for a comprehensive review of investment activity and performance.

An annual report will be presented to the Board of County Commissioners (“Board”), which shall include securities in the portfolio by sector, book value, income earned, market value and yield. Investment

performance shall measure risk characteristics, portfolio size, sector allocations, and year-to-date earnings to an appropriate benchmark.

The County Administrator shall be notified immediately of deviations from currently approved investment policies. In the event of a ratings agency downgrade to below the A or better requirement, a written notification and investment plan from the external manager must be submitted to the County Administrator. A forced or immediate sale of the downgraded asset is not required.

XIV. RISK DIVERSIFICATION AND PORTFOLIO COMPOSITION

The County recognizes that investment risks can result from issuer defaults, market price changes, change in credit ratings, reinvestment of principal and interest, or various technical complications leading to temporary illiquidity. For purposes of this Policy, the top nationally recognized statistical ratings organizations (NRSROs) for all credit-sensitive securities are Moody's, Standard and Poor's, and Fitch. Portfolio diversification and maturity limitations are employed as primary methods of controlling risk. Market value shall be the basis for determining portfolio percentages and compliance with this Policy.

The average range of duration for the County's overall portfolio, inclusive of internally and externally managed investments, is defined as 0.5 years to 2.5 years. Unusual market or economic conditions may mandate moving the portfolio outside of this range. The Investment Oversight Committee will be convened and will approve any portfolio duration outside of the range specified above.

XV. AUTHORIZED INVESTMENTS

This section lists the authorized investments for the internal and external county portfolios. Details of key limitations on authorized investments are provided in Exhibit A. Investments not listed in this policy are prohibited.

Internal Investment Portfolio

A. The Local Government Surplus Trust Fund (Florida Prime), Florida Treasury Special Purpose Investment Account (SPIA), or any intergovernmental investment pools authorized pursuant to the Florida Interlocal Cooperation Act of 1969 as provided in Section 163.01 Florida Statutes.

B. Investments may be made in SEC qualified constant net asset value fixed income money market mutual funds rated AAAm or AAAg comprised of only those investment instruments as authorized in this Policy, provided that such funds do not allow derivatives.

C. Interest-bearing time deposits or savings accounts in qualified public depositories as defined in Section 280.02 Florida Statutes. This includes, but is not limited to, time deposit accounts, demand deposit accounts, and non-negotiable certificates of deposit.

External Investment Portfolio

D. Direct obligations of the United States Treasury. Investments may be made in negotiable direct obligations or obligations the principal and interest of which are unconditionally guaranteed by the United States Government.

E. Federal Agencies and Instrumentalities. United States Government Agencies and sponsored agencies which are non-full faith and credit.

F. Corporate Debt Securities. Investments may be made in securities issued by any U.S. corporation provided that such instrument is rated A or better by at least two NRSROs.

G. Municipal Bonds. Investments may be made in securities issued by governmental entities or territorial boundaries of the United States provided that such instrument is rated A or better by at least two

NRSROs.

H. Mortgage-Backed Securities (MBS). Only agency collateralized (FNMA, FHLMC and GNMA) MBS, including collateralized mortgage obligations (CMOs), may be purchased.

Asset-Backed Securities (ABS). Only ABS collateralized by traditional consumer receivables such as automobile, equipment, utility, and credit card loans may be purchased. The minimum credit rating for ABS must be AAA by at least two NRSRO at the time of purchase.

I. Commercial Mortgage-Backed Securities (CMBS). Only agency collateralized CMBS may be purchased.

J. Repurchase Agreements. Investments whose underlying purchased securities consist of United States Treasury, Federal Agencies and/or Instrumentalities and based on the requirements set forth in the Clerk's Master Repurchase Agreement.

K. Banker's Acceptances. Investments may be made in bankers' acceptances which are inventory based and issued by a bank, which has at the time of purchase, an unsecured, uninsured and un-guaranteed obligation rating of at least "Prime-1" and "A" by Moody's and "A-1" and "A" by Standard & Poor's.

L. Commercial Paper. Investments may be made in commercial paper of any United States company, which is rated at the time of purchase, "Prime-1" by Moody's and "A-1" by Standard & Poor's (prime commercial paper). Asset backed commercial paper is prohibited.

XVI. SUMMARY OF KEY LIMITATIONS ON AUTHORIZED INVESTMENST

The detail guidelines for investments and limits on security issues, issuers, maturities, and credit quality as established by the Clerk are provided in **Exhibit A.** The Clerk or the Clerk's designee (Finance Director) shall have the option to further restrict or increase investment percentages from time to time based on market conditions. Exceeding percentage limits due to changes in portfolio balance will not require liquidation of any asset but will restrict further investing. Any changes to the portfolio composition guidelines or limits must be in writing from the Finance Director, directed to the appropriate parties and discussed at each quarterly Investment Oversight Committee meeting.

Additional Portfolio Limitations

A. The limits for the Internally Managed portfolio apply to the combined internal and external portfolios.

B. The External Manager's limits apply to external portfolio.

C. The maximum combined portfolio allocation to MBS, CMBS and ABS securities is 45% at time of purchase.

D. The maximum combined portfolio allocation to corporate debt and municipal securities is 45% at time of purchase.

E. Portfolio securities may be purchased in either fixed or floating-rate form.

F. All investments must be denominated in U.S. Dollars.

G. Investments rated BBB and below are not permitted at the time of purchase. The lower rating shall apply in instances of split-rated securities.

EXHIBIT A

IP Section	Authorized	Security Type	Portfolio Sector Maximum	Per Issuer Maximum	Further Limited By	Maximum Maturity/ WAL Limit	Quality Minimum
XVI.A.	IM	State of Florida Treasury Special Purpose Investment Account (SPIA);	100%	NA	NA	NA	NA
XVI. A.	IM	Local Government Surplus Funds Trust Fund (Prime) FL Local Government Investment Trust (FLGIT)	20% each Pool	NA	NA	NA	NA
XVI. A	IM	FL Municipal Investment Trust (FMIvT)	15% each Pool	NA	NA	NA	NA
XIV. B.	IM	Constant Net Asset Value Money Market Mutual Funds	100%	NA	NA	NA	SEC-qualified, must hold investments allowed by this Policy
XVI. C.	IM	Financial Deposit Instruments	30%	NA	NA	2-Year Mat; 1 Year Avg Maturity	Florida Security for Public Dep. Act
XVI. D.	EM	United States Government Securities	100%	NA	NA	10-Year Maturity	NA
XVI. E.	EM	United States Federal Agencies (full faith and credit)	100%	20.0%	NA	5-Year Maturity	NA
XVI. E.	EM	Federal Instrumentalities (Non-full full faith and credit)	45%	15.0%	NA	5-Year Maturity	NA
XVI. F.	EM	Corporate Debt Securities	25%	3.0%	NA	5-Year Maturity	A3/A- by 2 NRSRO
XVI. G.	EM	Municipal Bonds	35%	3.0%	NA	5-Year Maturity	A3/A- by 2 NRSRO
XVI. H.	EM	Mortgage-Backed Securities (MBS), including CMOs	35%	15.0%	3.0% per CUSIP	5-Year WAL	Agency only
XVI. I.	EM	Asset-Backed Securities (ABS)	10%	3.0%	NA	5-Year WAL	Aaa/AAA by 2 NRSRO
XVI. J.	EM	Commercial Mortgage-Backed Securities (CMBS)	8%	3.0%	NA	5-Year WAL	Agency only
XVI. K.	EM	Repurchase Agreements	15%, if longer than 1-Day	5.0%	NA	60-Days	Requires Master Repo Agreement
XVI. L.	EM	Bankers' Acceptances	15%	5.0%	No ABCP	270-Days	A1/P1 by 2 NRSRO
XVI. M.	EM	Commercial Paper	20%	5.0%	No ABCP	270-Days	A1/P1 by 2 NRSRO

EM. External Managers where limits apply to external portfolio.

IM. Internal Management where limits apply to combined internal and external portfolios.

WAL. Weighted Average Life.

The maximum combined portfolio allocation to MBS, CMBS and ABS securities is 45% at time of purchase.

The maximum combined portfolio allocation to corporate debt and municipal securities is 45% at time of purchase.

Portfolio securities may be purchased in either fixed or floating-rate form.

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 12th 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.

Capital Asset Policy:
Policy No. 19-5

It shall be the Policy of the Board of County Commissioners of Leon County, Florida, that:

Policy No. 19-5 "Government Capital Asset Policy" is hereby adopted on September 24, 2019, to wit:

Section 1. Purpose

The Leon County Governmental Capital Asset Policy has been developed in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) Statement Number 34, to set forth the parameters of the government accounting for capital assets. Included in this policy are asset class definitions, capitalization thresholds, and methods of depreciation and amortization.

Section 2. Capital Asset Definition

The term capital asset includes land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.
(GASB S34, par. 19) (GASB Codification Section 1400.103)

Section 3. Capital Asset Valuation

Capital assets are reported at historical costs. This cost should include any charges that will be necessary to get the capital asset to usable condition and to its intended location. Items to be included in cost of capital asset:

- Original contract or invoice price
- Legal and title fees
- Closing costs
- Appraisal and negotiation fees
- Surveying fees
- Land preparation costs
- Demolition costs
- Developer costs
- Audit and accounting fees
- Transportation charges
- Freight and handling costs
- Storage costs necessary to transport an asset to the intended location

In the absence of the historical cost, the asset's estimated cost may be used to value the asset. Costs of extended warranties and/or maintenance agreements, which can be separately identified from the cost of the equipment, should not be capitalized. Donated capital assets should be reported at the fair market value.

Section 4. Depreciation Method

Depreciation and amortization are expenditures recorded to allocate an asset's cost over its useful life. Capital assets should be depreciated or amortized over their estimated useful lives unless they are:

- Inexhaustible (e.g. land)
- Construction in progress
- Considered to have an indefinite useful life

Leon County uses straight-line depreciation (historical cost divided by the useful life and expensed evenly over the useful life) applying the half year convention method for all capital assets. This means that a half years' worth of depreciation will be taken the year the asset is acquired, and a half years' worth of depreciation will be taken in the year the asset is disposed of. It is the County's policy that capital assets have no residual value at the end of their useful life. Depreciation does not affect the removal of a capital asset from inventory. A capital asset will remain on inventory until the end of useful life and disposed of.

Section 5. Land

It is the County's policy to capitalize all acquired land. Land will never be depreciated unless evaluating is needed in the rare case of depletion of resources in the land purchased.

Items to be capitalized with the land will be:

- Purchase price or the determined fair market value if land is donated
- Preparation costs (if indefinite useful life) of basic site improvements
- Land excavation, fill, grading, drainage
- Demolition of existing buildings and improvements (less salvage)
- Removal, relocation, or reconstruction of other property on the land
- Includes related rights (unless acquired separately)
- Commissions, professional fees (title searches, architect, legal, engineering, appraisal, surveying, environmental assessments, etc.)

Section 6. Buildings and Building Improvements

It is the County's policy to capitalize all acquired buildings and depreciate over forty years. Items to be capitalized as part of the building will be:

- Original purchase price and any other costs associated with getting the building ready for use

- All costs associated with the original construction of a building

Leon County requires that any improvements over $100,000 will be added to the cost of the building it is improving and depreciated over five to thirty years with the average being twenty years.

Improvements are defined as an additional value adding to the length of the useful life or increasing the service capabilities. Repairs and maintenance are not capitalized, as they only serve to retain value and as such will be expensed in the period it occurs.

Section 7. Improvements Other Than Buildings

The capitalization minimum levels for Improvements Other Than Buildings will be $50,000 and depreciated over twenty years, if the improvement is structure related, or thirty years, if the improvement is ground work related. Improvements related specifically to buildings will be evaluated under the building improvements section of capital assets and will be added to the basis of the building asset class.

Items to be capitalized with the improvements other than buildings will be:

- Fences and gates
- Parking lots
- Landscaping
- Retaining walls
- Park peripherals
- Paths and trails
- Gazebo
- Pavilions
- Recreation areas and athletic fields
- Basketball courts, playground equipment, swimming pools and tennis courts
- Shade structures
- Signals and signage
- Boat docks and ramps

Section 8. Machinery, Vehicle, and Equipment

Equipment will be recorded on the General Property List for all amounts greater than $1,000, but equipment will be capitalized at the level of $20,000. Equipment will be depreciated over the life of the asset, which should be from five to twenty years. Currently all laptops and computers are being recorded on the general property list and expensed in the year of purchase for tracking purposes.

Items to be capitalized with the machinery, vehicle, and equipment will be, but not limited to:

- Machinery
- Computers
- Printers
- Vehicles
- Furniture

Section 9. Works of Art, Historical Treasures, and Similar Assets

Any future acquired works of art, historical treasures, or similar assets shall be capitalized if an accurate value can be determined in a cost beneficial manner, and the value of the asset is greater than $50,000. Items greater than $750 and less than $50,000 can be listed on the property list for tracking purposes.

Divisions acquiring the asset must notify the Finance Office about the asset value and estimated useful life along with a description. If the information is not available, but the asset may be of significant and historic value, the Finance Office must still be informed; a note disclosure is required. Works of art, historical treasures, or similar assets will be depreciated unless it is determined the item has an inexhaustible life. The Purchasing Division will determine the life of the asset, which for art should range from twenty to fifty years. For donated assets, fair market value will be used to determine the asset value. Due to the nature of the asset there will not be an official list of example items to be capitalized with works of art, historical treasures, and similar assets.

Section 10. Infrastructure

Infrastructure is defined by GASB 34 as a long-lived capital asset that is normally stationary in nature and can be preserved for a significantly greater number of years than most capital assets (paragraph 19). Leon County is not going to use the modified approach and as such will be depreciating the infrastructure assets over its useful life. The capitalization minimum levels for infrastructure will be $200,000 per project and depreciated over twenty to fifty years. Items greater than $100,000 and less than $200,000 will be recorded on the Infrastructure List for tracking purposes and expensed in the year of purchase. Any land that is associated with infrastructure will be recorded separately under the land section of capital assets.

Items to be capitalized with the infrastructure will include, but not limited to:

- Roads and streets including peripherals such as landscaping, curbs, gutters, sidewalks and streetlights, when incorporated into the construction project
- Bridges
- Driveways and parking barriers
- Stormwater drainage improvements
- Water and sewer utility plant, piping equipment
- Water and wastewater transmission and distribution systems

Section 11. Construction in Progress

Construction in Progress will be used as a placeholder for future asset items that have not yet been completed such as buildings, infrastructure, additions, alterations, reconstruction, and installation. Assets to be capitalized with the Construction in Progress will be determined by their asset classifications listed in this policy and will be considered capitalizable upon meeting one of the following requirements:

- The asset is placed into service
- Final acceptance from the contractor (defined below)

Final Acceptance from the Contractor

After a project has been completed, tested and inspected in accordance with contract requirement, the contract has been completed by the contractor and maintenance of the asset has switched from contractor to Leon County.

Section 12. Other Capital Assets

The Other Capital Asset category is used for assets that do not easily fit into a category listed above. Capitalization minimum levels for Other Capital Assets will be $150,000, and each asset on the list will be individually evaluated for a useful life.

Items to be capitalized with Other Capital Assets will be, but not limited to:

- Patents: A patent safeguards an original invention for a certain period of time and is granted by the United States Patent and Trademark Office. It allows for the exclusive right granted by a government to an inventor to manufacture, use, or sell an invention for a certain number of years.
- Copyrights: Copyrights protect “works of authorship,” such as writings, art, architecture and music. For as long as the copyright is in effect, the copyright owner has the sole right to display, share, perform or license the material.
- Trademarks: A trademark is any word, name, symbol, or design, or any combination thereof, used in commerce to identify and distinguish the goods of one manufacturer or seller from those of another and to indicate the source of the goods.
- Use Rights: Use rights are defined as the right to utilize that land in accordance with its zoning, including any lawful departure or Consent use. “Utilization” in relation to land, means the use of land for a purpose and includes the extent of such use.
- Easements: Easements are defined as a right to cross or otherwise use someone else's land for a specified purpose. Easements are used for roads, for example, or given to utility companies for the right to bury cables or access utility lines.
- Software: Software, in a general sense, a program used to perform tasks and specific functions. The costs included in software will be the acquisition cost of software purchased “off the shelf” or software created by the government itself (internally generated) by a contracting party acting on the government’s behalf. The County will capitalize the application development stage, coding, instillation of hardware, testing costs, and data conversion to make sure the new software has everything needed to

run as intended. The County will not capitalize the preliminary project stage of acquiring or creating software nor will the County capitalize the post implementation costs of training and software maintenance.

Asset	Threshold	Useful Life
Land	Capitalize All	Indefinite
Buildings	Capitalize All	40 Years
Building Improvements (Will be Capitalized as Part of Buildings)	$100,000	5 to 30 Years
Improvements Other Then Buildings	$50,000	20 to 30 Years
Machinery, Vehicle, and Equipment	$20,000	5 to 20 Years
Works of Art, Historical Treasures, and Similar Assets	$50,000	20 to 50 Years
Infrastructure	$200,000	20 to 50 Years
Construction in Progress	Use Final Intended Asset Class Threshold	Use Final Intended Asset Class Useful Life
Other Capital Asset	$150,000	Will be Individually Evaluated

Tallahassee-Leon County Comprehensive Capital Improvement Element Goals, Objectives, and Policies

Goal 1: [CI] (*Effective 7/16/90*)
To use sound fiscal policies to provide adequate public facilities concurrent with, or prior to development in order to achieve and maintain adopted standards for levels of service, and to exceed the adopted standards, when possible. 9J-5.016(3) (a)

PUBLIC FACILITY NEEDS

Objective 1.1: [CI] (*Effective 7/16/90*)

Define types of public facilities, establish standards for levels of service for each type of public facility, and determine what capital improvements are needed in order to achieve and maintain the standards for existing and future populations, and to repair or replace existing public facilities. 9J-5.016(3)(b)1

Policy 1.1.1: [CI] (*Effective 7/16/90*)

The following definitions apply throughout this Capital Improvements Element.

1. “Capital Improvement" means, improvements to land, structures (including design, permitting, and construction), initial furnishings and selected equipment (including ambulances, fire apparatus,). Capital improvements have an expected useful life of at least 3 years. Other "capital" costs, such as motor vehicles and motorized equipment, computers and office equipment, office furnishings, and small tools are considered in the local government's annual budgets, but such items are not "capital improvements" for the purposes of the Comprehensive Plan, or the issuance of development orders.

2. "Category of public facilities" means a specific group of public facilities, as follows:

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; Revision Effective 12/24/2010; Revision Effective 12/15/11*)

The following standards are hereby established as the minimum levels of service for various infrastructure, facilities, utilities and services required to support new development within the City of Tallahassee and Leon County.

1. Roadways

The peak hour roadway level of service for Tallahassee and Leon County is established as follows:

a. Outside the Urban Service Area:

Functional Classification	Inside the USA	Outside the USA
Interstate, Intrastate, Limited Access Parkways	C	B
Principal Arterials	D	C
Minor Arterials	D / E*	C
Major and Minor Collectors	D / E*	C
Local Streets	D	D

*For Minor Arterials, and Major and Minor Collectors located inside the Urban Service Area and south of U.S. 90, the Level of Service shall be "D" for purposes of establishing priorities for programming transportation improvements, and "E" for meeting concurrency requirements, to support the Southern Strategy. Roads north of U.S. 90 shall be LOS D for both programming improvement and concurrency purposes.

**The Level of Service for Monroe Street from Gaines Street to Tennessee Street shall be "E". (*Revised Effective 12/10/02*)

b. Notwithstanding any of the above LOS standards in Policy 1.4.1 a. (above), in local government's review of a proposed development project, an optional LOS standard may be established that is equivalent to the currently adopted LOS standard plus 50% and may be applied in calculating the concurrency capacity for an impacted roadway segment that is not a Florida Intrastate Highway Facility (FIHS) as determined by the Florida Department of Transportation and that is located within the USA boundary provided that the following criteria is met:

1) The roadway segment is "capacity constrained" (as defined below), and;
2) The applicant or developer of the project being reviewed provides a "commensurate mitigation contribution" (as described below) to the local government for an alternative improvement.

For the purposes of this policy, the assumed roadway capacity that can be achieved under the adopted LOS standard plus 50% shall not exceed 150% of the maximum service flow at the adopted LOS. A "capacity constrained" roadway segment is one where the local government has determined that:

1) The improvement that will resolve the deficiency is not feasible due to environmental constraints, regulatory constraints or prohibitively costly right-of way demands, or;
2) The improvement that will resolve the deficiency is not desirable in that it is inconsistent with clearly defined community goals or long-term plans, or;
3) The improvement that will resolve the deficiency is not desirable in that it clearly represents an economically inefficient measure that will address a public facility deficiency only on a temporary, limited basis.

The “commensurate mitigation contribution” must be equivalent to the costs of the public facility improvement(s) necessary to eliminate the capacity deficiency in order that the LOS standards in Policy 1.4.1 a. (above) would be maintained on the impacted roadway segment. The transportation facility improvement on which the contribution can

be expended by the local government may include public road capacity improvements, public road right-of-way acquisition, mass transit system implementation or facility improvements, or bike or pedestrian facility improvements. In addition, the transportation facility improvement on which the contribution can be expended must serve to enhance the transportation network within the defined traffic impact area of the proposed development.

2. Mass Transit

Tallahassee Mass Transit System (Category A):

For purposes of evaluating transit level of service over the Plan Horizon, the local government should expand coverage with a goal of serving 80 to 89 percent of the residential population within the Urban Service Area by a transit route along an arterial or collector roadway within approximately ½ mile.

3. Stormwater

a. Tallahassee and Leon County (Category A)
The design and water quality standards set forth in Florida Administrative Code Chapters 17-3 and 17-25, as the same may be amended from time to time, are hereby adopted by reference as the level of service for stormwater quality.

Local government may set higher minimum levels of treatment in watersheds where investigation and analysis indicate more stringent levels of service are required.

Stormwater management facilities shall be adequate to provide the following levels of service with regard to flood control:

100 Year Critical Storm Event

- No flood water in new buildings or existing buildings.
- Overland flow capacity available for all flow in excess of capacity of underground and open channel conveyance systems.

25 Year or Less Critical Storm Event

- No flood water more than six inches deep in local roads, parking lots, or other non-street vehicular use areas.
- No flood water in one driving lane each direction of collector streets.
- No flood water in two driving lanes each direction on arterial streets.
- Open channel conveyance capacity available for all flow in excess of capacity of underground conveyance system, or for full twenty-five year storm flow if no underground system exists.
- The rate of off-site discharge shall not exceed the predevelopment rate of discharge.
- 10 Year or Less Critical Storm Event
- No flood water in one driving lane of local roads.
- No flood water in the driving lanes of any road other than a local road.
- Underground conveyance not overflowing in business and commercial districts.

5 Year or Less Critical Storm Event

- No flood water in the driving lanes of any roadways. •Underground conveyances not overflowing in residential districts.

These are the adopted levels of service and shall be used as the basis for determining the availability of facility capacity and the system demand generated by development. In instances where an off-site deficiency exists at the time of adoption of this policy, such deficiency shall not be increased as the result of any development or land use changes.

b. Federal and State lands stormwater management

(Category C):

(1) Inside urban service area: Same as local government

(2) Outside urban service area: Same as local government

4. Potable Water

a. Tallahassee and Leon County water systems (Category A):

(1) Inside urban service area: 160 gpcpd

(2) Outside urban service area (Rural Community Land Use Category or Demonstrated Hardship: 100 gpcpd

b. Private water system

(Category C):

(1) Inside urban service area: 160 gpcpd

(2) Outside urban service area: 100 gpcpd

5. Sanitary Sewer (Revision Effective. 1/7/10; Revision. Effective. 12/24/10)

a. The LOS for sanitary sewer systems shall be as published in the Recommended Standard for Wastewater Facilities as referenced in 62-604.300 (5) (g) Florida Administrative Code.

b. In the design of sewer collection, pumping, treatment, and effluent disposal facilities, appropriate peak factors shall be utilized. This is the adopted level and shall be used as the basis for determining the availability of facility capacity and the demand generated by a development.

6. Parks and Recreation Facilities

a. Tallahassee parks and recreation facilities:

(1) Regional parkland: 4 acres per 1,000 population Includes City operation of County-owned Tom Brown Park.
(2) Area park land: 1 acre per 1,000 population
(3) Recreation facilities are included in the cost of parkland.

b. Leon County parks and recreation facilities:

(1) Regional parkland: 8 acres per 1,000 population

(2) Area Parkland: 1 acre per 1,000 population

(3) Recreation facilities are included in the cost of park land.

7. Solid Waste

a. Leon County solid waste facilities (includes all public, private, public/private partnerships, facilities, and contracted services):

(1) Provide for:

Table 19: Solid waste level of service (Capital Improvements)

Year (Jan 1)	LOS (lbs/ Capita Per Day)	Year	LOS	Year	LOS	Year	LOS
2011	7.20	2016	7.4	2021	7.4	2026	7.4
2012	7.20	2017	7.4	2022	7.4	2027	7.4
2013	7.30	2018	7.4	2023	7.4	2028	7.4
2014	7.35	2019	7.4	2024	7.4	2029	7.4
2015	7.4	2020	7.4	2025	7.4	2030	7.4

(2) One year of Class I landfill lined cell disposal capacity at present fill rates

(3) Five years of Class I landfill capacity with preliminary permit approval from the Florida Department of Environmental Regulation

(4) Ten years of properly zoned Class I landfill raw land capacity at present fill rates

b. Private solid waste disposal facilities: Same as local government

8. On-Site

Tallahassee and Leon County Category A Public Facilities
Levels of service for on-site improvements, including local streets, water and sewer connection lines, stormwater management facilities, local parks and open space shall be as required of the developer in Tallahassee's and Leon County's land development regulations. Development approval shall be conditioned on the availability of services necessary to maintain all applicable level of service standards as adopted within the Comprehensive Plan.

Policy 1.1.4: [CI] (*Effective 7/16/90*)

The local governments shall determine the quantity of capital improvements that is needed as follows:

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 x 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.

   c. Future development's payment of proportionate fair-share mitigation for various deficient facilities may be aggregated to pay for one or more transportation system improvements. "Significant benefit" proportionate fair share may be applied to calculate and expend developer mitigation in the following manner:

      Assessment: The local government shall require an analysis of transportation facilities level of service to determine if deficiencies occur or are projected to occur within a prospective five-year period. If deficiencies are anticipated, the local government may use the "significant benefit" approach to assess proportionate fair-share mitigation and schedule improvements to address the identified deficiency(ies) on the impacted facility(ies) to meet the requirements for financial feasibility pursuant to Sections 163.3164(32), F.S., and 163.3177(3), F.S.

      Implementation: The "significant benefit" provision shall be enacted through a Significant Benefit Memorandum of Agreement ("MOA") between the State of Florida Department of Transportation ("FDOT"), the City of Tallahassee, and Leon County, as it may be amended from time to time. The MOA shall adhere to the following:

         (1) Identify geographic zones and prioritize specific facilities that constitute "significant benefit" facilities for each zone. These facilities, and the amount of funding necessary to pay for each of them, shall be identified within the MOA. Significant benefit facilities included in the annual Capital Improvements Element update shall be noted as being funded by significant benefit proportionate fair-share. A map showing the most current boundaries of the geographic zones shall also be included in the annual Capital Improvements Element update;

         (2) When there are no roadway capacity projects in the City, County, or FDOT Capital Improvements Plan ("CIP") that address the capacity deficiency of an impacted roadway segment(s), the local government may collect proportionate fair-share mitigation based on the deficient facility(ies), and direct that mitigation toward the top priority project identified in the MOA;

         (3) Proportionate fair-share mitigation shall be accumulated for the top priority significant benefit project for each zone until such time as the project is fully funded. This project shall be incorporated into the local government's 5-Year Capital Improvements Schedule;

(4) Prior to adoption of any comprehensive plan amendment relying on a MOA for City and/or County approval, the developer/applicant shall enter into a binding agreement with the City and/or County guaranteeing payment of the proportionate fair-share amount at the time of site plan approval. This agreement shall apply to the parcel rather than the applicant, and shall be submitted to the state land planning agency as data and analysis in support of the comprehensive plan amendment
(5) In the event a plan amendment necessitates the addition, deletion or change in priority for projects listed in the significant benefit project priority list (Attachment B of the MOA), the 5-Year Capital Improvements Schedule must be amended to indicate the significant benefit project(s) to which the proportionate fair-share funding will be allocated.

2. Existing development

   a. Existing development shall pay for the capital improvements that reduce or eliminate existing deficiencies, and some or all of the replacement of obsolete or worn out facilities.

   b. Existing development's payments may take the form of user fees, special assessments, and taxes. 9J-5.016(3)(b)4, (3)(c)8

3. Both existing and future development may have part of their costs paid by grants, entitlements or the provision of public facilities from other levels of government and independent districts.

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; Revision Effective 12/24/10*)

Utility providers for sanitary sewer, water and stormwater shall prepare long range master plans with a 20-year planning horizon for major facilities from which subsequent five year capital improvement programs shall be derived. These long range master plans shall be based upon a needs plan to serve the Future Land Use Plan and its expected population within the Urban Service Area, and shall also contain a cost feasible plan. These long range master plans will be updated every five years.

Policy 1.2.8: [CI] (Effective 6/6/08; Revision. Annually)

Leon County Schools' 2016-2017 five-year District Facilities Work Program (as adopted by Leon County Schools on October 25, 2016) is hereby adopted by reference into the five-year Schedule of Capital Improvements. The five-year Schedule of Capital Improvements will be evaluated and updated annually to reflect existing and future public school facility needs to ensure that the School District's five-year capital plan is financially feasible and that the adopted level-of service standard for public schools is achieved and maintained.

Policy 1.2.9: [CI] (Renumbered Effective 12/15/11; Formerly Transportation Element Policy 1.10.2, Effective. 7/16/90)

The local government shall not take over the maintenance or the responsibilities associated with a local private road not built or upgraded to standards adopted by the local government.

Policy 1.2.10: [CI] (Renumbered Eff. 12/15/11: Formerly Transportation Element Policy 1.10.5, Effective. 7/16/90)

The City shall develop and maintain a program to pave all unpaved streets in the city limits under a 50% public and 50% assessment to owners along the street. The program will be prioritized with dead-end streets given lowest priority. The program will be subject to the availability of right-of-way.

Policy 1.2.11: [CI] (Revision Effective. 12/15/11; Formerly Transportation Element Policy 2.1.1)

Multimodal transportation districts shall only be approved in conjunction with the approval of financially feasible plans for bicycle, pedestrian and transit systems that reduce reliance on automobiles for access and internal circulation. In addition to local, state, and federal sources, financial feasibility shall be supported by a mobility fee to be paid by development projects based on their projected impacts to the transportation network consistent with procedures established by in the City of Tallahassee Concurrency Management system Policy and Procedures Manual (dated July 21, 2006 or most current).

Objective 1.3: [CI] (*Effective 7/16/90*)

Provide needed capital improvements for repair or replacement of obsolete or worn out facilities, eliminating existing deficiencies, and meeting the needs of future development consistent with the adopted plan and depicted on the future land use map and redevelopment caused by previously issued and new development orders. The local governments' ability to provide needed improvements shall be demonstrated by maintaining a financially feasible Schedule of capital Improvements, as documented by the summary "Costs and Revenues by Type of Public Facility" contained in this Capital Improvements Element. 9J-5.016(3)(b)1 and 5.

Policy 1.3.1: [CI] (*Rev. Effective 11-22-99*)

The local government shall provide, or arrange for others to provide, the public facilities listed in the Schedule of Capital Improvements in the "Requirements for Capital Improvements Implementation" section of this Capital Improvements element. The capital improvements listed for Leon County within this element are balanced pursuant to 9J-5 with available revenue sources. However, the County reserves the right to amend projects and funding sources consistent with the criteria set out in 9J-5 for the Capital Improvements Element. The Schedule of Capital Improvements may be modified as follows:

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
(*Revision Effective 9/19/91; Revision Effective 3/17/11*)

The following program descriptions are part of the adopted Comprehensive Plan. The following programs shall be implemented by January 31, 1991, or such earlier date as may be adopted by the local government, to ensure that the goals, objectives and policies established in the Capital Improvements Element will be achieved or exceeded. Each implementation program will be adopted by ordinance, resolution or executive order, as appropriate for each implementation program.

1. **Review of Applications for Development Orders.** The local government shall amend their land development regulations to provide for a system of review of various applications for the levels of service of Category A and Category C public facilities. Such system of review shall assure that no final development order shall be issued which results in a reduction in the levels of service below the standards adopted in Policy 1.1.3.a-c for Category A public facilities and Policy 1.1.3.f for Category C public facilities. The land development regulations shall include, at a minimum, the provisions of Policy 1.3.3.a and b in determining whether a development order can be issued. The land development regulations shall also address the circumstances under which public facilities may be provided by applicants for development orders. Applicants for development orders may offer to provide public facilities at the applicant's own expense in order to insure sufficient capacity of Category A and Category C public facilities, as determined according to Paragraphs A and B, above. Development orders may be issued subject to the provision of public facilities by the applicant subject to the following requirements:

2. **Update of Capital Improvements Element.** The Capital Improvements Element shall be reviewed and updated annually. The element shall be updated in conjunction with the budget process and the release of the official population estimates and projections by the Bureau of Economic and Business Research (BEBR) of the University of Florida. The update shall include the following data and analysis:
   a. Revision of population projections
   b. Update of inventory of public facilities

c. Update of costs of public facilities
d. Update of Public Facilities Requirements analysis (actual levels of service compared to adopted standards)
e. Update of revenue forecasts
f. Revise and develop capital improvements projects for the next five fiscal years
g. Update analysis of financial capacity
h. The most current version of the Significant Benefit Memorandum of Agreement (MOA), as allowed pursuant to Policy 1.2.2.(c), and notation in the Capital Improvements Schedule of specific projects allowed by Policy 1.2.2.(c).

3. **Concurrency Implementation and Monitoring System.** The local government shall establish and maintain Concurrency Implementation and Monitoring Systems. The Systems shall consist of the following components:
a. Annual report on the capacity and levels of service of public facilities compared to the standards for levels of service adopted in Policy 1.1.3.a-c and f. The report shall summarize the actual capacity of public facilities and forecast the capacity of public all be based on the most recently updated Schedule of Capital Improvements in this Capital Improvements Element. The annual report shall constitute prima facie evidence of the capacity and levels of service of public facilities for the purpose of issuing development orders during the 12 months following completion of the annual report. The annual report shall also summarize and forecast capacities and levels of service for comparison to the standards adopted in Policy 1.1.3.d and e, but such portion of the annual report shall be for information purposes only, and shall not pertain to the issuance of development orders by the local government.

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 rested rights an opportunity to proceed with their plans without arbitrary interference by the new Comprehensive Plan. However; the local governments intend to require such persons to “continue in good faith” in order to “reserve” capacity of public facilities which are provided by the local government. The City of Tallahassee and Leon County will not “reserve” capacity of public facility for previously issued development orders that have not been vested under the local government’s vesting ordinance and which have not continued development in good faith.

4. **5-Year Evaluation.** The required 5-year evaluation and appraisal report shall address the implementation of the goals, objectives and policies of the Capital Improvements Element. The monitoring procedures necessary to enable the completion of the 5-year evaluation include:
   a. Review of Annual Reports of the Concurrency Implementation and Monitoring System.
   B. Review of Semiannual Reports to DCA concerning amendments to the Comprehensive Plan.
   c. Review of Annual Updates of this Capital Improvements Element, including updated supporting documents.

5. **Contractor Performance System.** The local government will develop a system of monitoring the actual performance of contractors who design and/or construct public facilities for the local government. The monitoring system shall track such items as actual vs. planned time schedule, and actual vs. bid cost. The performance of contractors shall be considered when the local government awards contracts for public facilities. 9J-5.016(3)(c)6 and (4)(b)

SCHEDULES OF CAPITAL IMPROVEMENTS

NOTE: Copies of the annual Schedules of Capital Improvements may be viewed in the printed version of the Tallahassee-Leon County Comprehensive Plan.

Abbreviations & Acronyms

AC	Advisory Committee
ACRA	Accrual Accounting
ADA	America Disabilities Act
AFS	Administrative Financial System
AGI	Adjusted Gross Income
AMT	Alternative Minimum Tax
BAR	Budget Amendment Request
BCP	Budget Change Proposal
BEA	Budget Enforcement Act
BEBR	Bureau of Economic and Business Research
BLS	Bureau of Labor Statistics
BOCC	Board of County Commissioners
CAFR	Comprehensive Annual Financial Report
CDAT	Cross Departmental Action Team
CHSP	Community Human Services Partnership
CIP	Capital Improvement Program
COLA	Cost of Living Adjustment
CPI	Consumer Price Index
CRA	Community Redevelopment Act
CRTPA	Capital Region Transportation Planning Agency
DEP	Department of Environmental Protection
DIA	Downtown Improvement Authority
DOR	Department of Revenue
DJJ	Department of Juvenile Justice
DRI	Development of Regional Impact
EDC	Economic Development Council
EEO	Equal Employment
EFT	Electronic Fund Transfer
EMS	Emergency Medical Services
EOC	Emergency Operations Center
ESF	Emergency Support Function
FAC	Florida Association of Counties
FASB	Financial Accounting Standards Board
FDOT	Florida Department of Transportation
FEMA	Federal Emergency Management Agency
FICA	Federal Insurance Contributions Act
FLUM	Future Land Use Map
FNP	Florida Nutrition Program
FS	Florida Statutes
FTE	Full-Time Equivalency
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GAL	Guardian Ad Litem
GAO	Government Accountability Office
GASB	Governmental Accounting Standards Board
GEM	Growth and Environmental Management
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
GRPA	Government Performance & Results Act
HAB	Healthcare Advisory Board

Abbreviations & Acronyms

HFA	Housing Finance Authority
HHS	Health & Human Services
HIPAA	Health Insurance Portability and Accountability Act
HR	Human Resources
HUD	Housing & Urban Development
ICLEI	International Council for Local Environmental Initiatives
ICMA	International City/County Management Association
IDP	Individual Development Plan
IFAS	Integrated Fund Accounting System
JAG	Justice Assistance Grant
JE	Journal Entry
JV	Journal Voucher
LCCOL	Leon County Code of Law
LCSO	Leon County Sheriff's Office
LEADS	Listens, Engages, Aligns, Delivers, Strives
LOS	Level of Service
LOST	Local Option Sales Tax
MIS	Management Information Services
MOU	Memorandum of Understanding
MSTU	Municipal Services Taxing Unit
M/WSBE	Minority/Women Small Business Enterprise
NA	Not Applicable, or Not Available
NCGA	National Council on Governmental Accounting
NCIC	National Crime Information Center
NIPA	National Income and Product Accounts
NPDES	Non-Point Discharge Elimination System
OGC	Office of General Council
OMB	Office of Management & Budget
OPS	Other Personnel Service
ORG	Organization
OSHA	Occupational Safety and Health Administration
PETS	Permit Enforcement Tracking System
PIO	Public Information Office
PSCB	Public Safety Communications Board
PSCC	Public Safety Coordinating Council
PUB	Planned Unit Development
RFP	Request for Proposals
RP	Real Property
SAL	State Appropriations Limit
SCRAM	Secure Continuous Remote Alcohol Monitor
SHIP	State Housing Initiative Plan
SLGS	State and Local Government Security
SPTR	Supervised Pre -Trial Release
TDC	Tourist Development Council
TFA	Transaction Function Activity Code
TIF	Tax Increment Financing
TIPS	Treasury Inflation Protected Securities
TLCPD	Tallahassee-Leon County Planning Department
TMDL	Total Maximum Daily Load
TRIM	Truth In Millage
USA	Urban Services Area
USDA	United States Department of Agriculture
YTD	Year-to-Date

Citizens' Guide to the Budget
Budget Terms

-A-

Accrual Accounting:
A basis of accounting in which revenues are recorded when earned and expenses are recorded at the time they are incurred, instead of when cash is actually received or disbursed.

Actual:
Monies which have already been used or received.

Ad Valorem Tax:
A tax levied on the assessed value (net of any exemptions) of real or personal property. This is commonly referred to as property tax.

Adjusted Final Millage:
The actual tax rate levied by a local government when tax bills are issued. The rate is adjusted for corrected errors in property assessments for tax purposes and for changes in assessments made by property appraisal adjustment boards in each county. Usually, such changes are very slight and the adjusted millage sometimes does not change from the levy set by the taxing authority. State law provides for certain limitations.

Adopted Budget:
The financial plan of revenues and expenditures for a fiscal year as approved by the Leon County Board of Commission.

Aggregate Millage Rate:
The sum of all property tax levies imposed by the governing body of a county. State law limits the aggregate rate for a county or municipality to $10.00 per $ 1,000 of assessed taxable value.

Amendment:
A change to an adopted budget that may, or may not, increase or decrease a fund total. The change must be approved by the County Commission in certain instances.

Appropriated Fund Balance:
The fund balance is included as a revenue source in the annual budget.

Appropriated Income:
Florida Statute requires county governments to budget only ninety-five percent (95%) of the total revenue anticipated. Five (5%) percent of the total amount of revenues cannot be incorporated into the budget and made available for expenditure. Therefore, ninety-five percent (95%) of the one hundred percent (100%) of anticipated total revenues becomes the portion referred to as appropriated income.

Appropriations:
A specific amount of funds authorized to which financial obligations and expenditures may be made.

Assessed Value:
A value established by the County Property Appraiser for all real or personal property for use as a basis for levying property taxes.

-B-

Balanced Budget:
A budget in which revenues are equal to expenditures. Thus, neither a budget deficit nor a budget surplus exists.

Base Budget:
The amount programmed in the budget year for conducting the same program and performing the same services as are planned for the current year.

Board of County Commissioners (BOCC):
Elected Officials that make legislative decisions concerning Leon County policies.

Budget Terminology

Bond:
A written promise to pay a sum of money on a specific date at a specified interest rate as detailed in a bond ordinance.

Budget:
A fiscal plan for using financial and staff resources to accomplish specific goals and objectives within a definite time period.

Budget Amendment Request (BAR):
A proposal to change the dollar amount or scope of an activity or project after the budget has been approved by the Board of County Commissioners.

Budget Change Proposal:
A proposal to change the level of service or funding sources for activities authorized or to propose new program activities not currently authorized.

Budget Message:
A brief written statement presented by the County Administrator to explain principal budget issues and to identify policy-related issues to the Leon County Commission.

Budget Resolution:
The budget resolution establishes various budget totals, divides spending totals into functional categories and may include reconciliation instructions to designated departments.

Budget Split:
Allocation of salary across the Organizational Codes in an organization.

-C-

Capital Improvement Projects:
Physical assets, constructed or purchased, that have a minimum useful life of ten years and a minimum cost of $10,000. These may include buildings, recreational facilities, road and drainage structures, and large pieces of equipment.

Capital Improvement Program (CIP):
A five-year plan for providing public physical improvements. The program provides the following information for each project: a time frame for completion, the location, description, an annual estimated expenditure and the proposed method of financing.

Capital Outlay:
Annual operating expenditures for the acquisition of assets greater than $20,000 including, or addition to, fixed assets. These expenditures must cost more than $1,000 and less than $20,000 to be included in an operating budget construction projects, purchases of land, major renovations or repairs to existing grounds or facilities and acquisition of equipment will be capitalized in accordance with the Capital Asset Policy.

Chart of Accounts:
A set of accounting codes characterizing transactions throughout the organization's financial systems. It facilitates the consistent coding of transactions for entry into the systems as well as computer manipulation of transaction data.

Constitutional Officer:
Positions established by Floridas 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.

Budget Terminology

Customer:
The recipient of an output product or service. May be internal or external to the organization.

-D-

Debt Service:
The expense of retiring such debts as loans and bond issues. It includes principal and interest payments, payments for paying agents, registrars, and escrow agents.

Debt Service Fund:
A fund established to account for the accumulation of resources for the payment of interest and principal general long-term debt.

Deficit:
The excess of expenditures over revenues during a fiscal year.

Department:
A basic organizational unit of County government which is functionally unique in its service delivery and is comprised of more than one program.

Depreciation:
The periodic expiration of an asset's useful life. Depreciation is a requirement in proprietary type funds (such as enterprise and internal service funds).

Division:
A basic organizational unit of the County which is functionally unique in its service delivery.

-E-

Economic Indicators:
Economic information such as consumer price index, population, personal income, housing starts, wages, production, business activity, purchasing power, and unemployment.

Encumbrance:
The commitment of appropriated funds to purchase an item or service.

Enterprise Fund:
A governmental accounting fund for operations that function similarly to private business enterprises. The cost of providing these types of services is derived by user fees and other charges for service.

Exception Report:
A report that supplement information already available on regular reports by highlighting unusual situations which require the attention of management.

Exemption:
A portion of the total assessed valuation of property which is not subject to property taxes. An example is the homestead exemption which provides qualifying homeowners with a $25,000 exemption on their personal residential property. In January 2008, an additional exemption for value that exceeds $50,000, up to a total additional exemption of $25,000 was approved by constitutional amendment.

Expenditure:
Decreases in fund financial resources for the procurement of assets or the cost of goods and/or services received.

-F-

Fiscal Year (FY):
Any twelve (12) month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The fiscal year for Leon County begins on October 1 and ends on September 30 of the following year.

Budget Terminology

Fiduciary Fund:
Used to account for assets held by a governmental entity for other parties (either as a trustee or as an agent) and that cannot be used to finance the governmental entity's own operating programs.

Franchise Fee:
A fee imposed by a government unit for a right/ license granted to an individual/ business to market a company's goods/services in a particular area.

Fund:
A group of appropriations treated as an entity to meet legal requirements or Generally Accepted Accounting Principles (GAAP).

Fund Balance:
The difference between fund assets and fund liabilities.

-G-

GAAP:
Uniform minimum standards and guidelines for financial accounting and reporting.

General Fund:
The fund used to account for all financial resources that are derived from ad valorem (property) taxes, licenses, permits, and other general revenues that will be used to support services that are provided on a countywide basis.

Governmental Fund:
Used to account for the sources, uses, and balances of current financial resources and often have a budgetary orientation. Are comprised of the following fund types: The General Fund, Special Revenue Funds, Capital Projects Funds, Debt Service Funds, and Permanent Funds.

Grant:
A contribution by a government or other organization to support a particular function. Grants may be classified as either operation or capital, depending upon the grantee.

-I-

Indirect Cost Reimbursement:
Payments made to the County's general fund by enterprise or grant-funded programs to cover administrative overhead costs incurred by the County.

Inflation:
Growth in a general measure of prices, usually expressed as an annual rate of change.

Intergovernmental Revenue:
Revenue collected by one government and distributed to another level of government(s).

Internal Service Fund:
A fund established for the purpose of accounting for the transactions between government agencies.

-L-

Line Item:
A sub-classification of expenditures based on the type of goods or services.

Long Term Debt:
All senior debt, including bonds, debentures, bank debt, mortgages, deferred portions of long-term debt, and capital lease obligations.

-M-

Master Lease Program:
The method used to finance the purchase of new equipment and refinance existing equipment leases.

Budget Terminology

Match:
Refers to a cost sharing ratio for a State or County program which requires a County General Fund Contribution of a certain amount or percentage to qualify.

Millage Rate:
The rate used to calculate taxes based upon the assessed value of real property, countywide. One mill of tax is equal to $1.00 for each $1,000 of taxable property value.

Mission Statement:
A succinct description of the scope and purpose of a County department.

Modified Accrual System:
Accounting basis that records revenues when they are earned (whether or not cash is received then) and expenditures when goods and services are received (whether or not cash payments are made then).

Municipal Services Taxing Unit (MSTU):
A district created by the county to place the burden of ad valorem taxes upon property in a geographic area to fund a particular service or services. In Leon County, MSTU's exist countywide to fund primary healthcare for the uninsured and emergency medical services.

-N-

Net Budget:
The legally adopted budget less all double counts required by fund accounting. For example, transfer between funds can appear in the budget of both funds and inflate the budget total. Other categories include internal service charge, reserves, debt proceeds, and other miscellaneous amounts.

-O-

Object Code:
An itemization of accounts within a fund that is used to identify and record the type and amount of expenditures. Some object codes are mandated by the State of Florida Uniform Accounting System.

Operating Budget:
A balanced fiscal plan for providing governmental programs and services for a single year.

Operating Expenses:
Fund expenses related directly to the fund=s primary activities for the current year and not defined as personal or capital outlays.

Operating Transfer:
Legally authorized transfer from a fund receiving revenue, to the fund through which the resources are to be expended.

Other Personnel Service (OPS):
A temporary position of specific duration not to exceed two years. The positions may be full-time or part-time.

-P-

Performance Objective:
A statement that describes in specific and measurable terms the results the program is expected to achieve within a certain time frame.

Personal Services Expense:
Expenses for salaries, wages, workers compensation, health/life insurance, and retirement contributions provided to County employees.

Program:
A broad function or area of responsibility of government services. It is a basic organizational unit of government that is composed of a group of specific activities and operations directed at attaining a common purpose or goal.

Projection:
Estimates of anticipated revenues, expenditures, or other budget amounts for specific time periods, usually in fiscal years.

Budget Terminology

Property Tax:
Taxes levied on all non-exempt real and personal property located within Leon County. Property taxes computed based on multiplying the millage rate by the assessed value of the property often referred to as *ad valorem tax.*

Proprietary Fund/Agency:
Commonly called "self-supporting" or "enterprise", these funds/agencies pay for all or most of their cost of operations from user fees, and receive little or no general property tax support.

-R-

Real Property (RP):
Land and the structures that are attached to it.

Requisition:
Notification of pre-encumbrance of commitment of funds for goods and services.

Rescission:
The withdrawal of authority to incur financial obligations that were previously provided by law and has not yet expired.

Reserves:
Appropriations of funds set aside to cover unanticipated or contingent expenses and shortfalls in revenues.

Revenue:
Funds collected to finance ongoing County services. Examples are: taxes, licenses and permits; intergovernmental revenue; charges for service; fines and forfeits; miscellaneous; and other financing sources.

Rolled-Back Millage Rate:
The millage rate that will provide the same property tax levy as was levied during the previous fiscal year, except for levies on new construction, additions to structures, deletions, and property added due to geographic boundary changes.

-S-

Special Assessment:
A levy made against certain properties to defray all or part of the cost of a specific capital improvement which benefits the owners of the property.

Special Revenue Fund:
A fund used to account for the proceeds of specific revenue sources, other than expendable trusts or major capital projects that are legally restricted to be used for specific purposes.

State Shared Revenues:
Revenues collected by the state and proportionately share with counties and/or municipalities on the basis of specific formulas.

-T-

Tax Base: The total property valuations on which taxes are levied.

Tax Roll: The certification of assessed/taxable values prepared by the Property Appraiser and presented to the Board of County Commissioners by July 1 of each year.

Transfers: As reflected in fund condition statements, transfers reflect the movement of resources from one fund and other fiscal and personal data for the past, current and budget years.

Trust Fund: Funds used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds.

-U-

User Fee: The fee charged to individuals or groups that receive a direct benefit of a public service, facility, or good.

-W-

Workload Measure: A unit of measure to identify the amount of work or product generated from specific activities. They form the basis for determining the unit's success at reaching its performance objectives.

Leon County Fiscal Year 2022 Tentative Budget

Statistical Summary

POPULATION	**Leon County**	**Unincorporated**	**Incorporated**
Total Population	299,484	100,857	198,627
Median Age	31		
Total Leon County Registered Voters as of 7/31/21 (*Supervisor of Elections website)*	214,220		

LABOR FORCE *(Source: Tallahassee-Leon County OEV)*	**2020** *(Annual)*	**2019** *(Annual)*	**2018** *(Annual)*
Civilian Labor Force (May 2020)	145,146	155,493	154,655
Employment	179,300	186,800	183,200
Unemployment	30,248	3,680	4,017
Unemployment Rate (%)	6.1%	3.1%	3.3%

MEDIAN HOUSEHOLD INCOME *(Source: Tallahassee-Leon County OEV)*	**2020**	**2019**	**2018**
Leon County	$74,100	$69,100	$65,600
Florida	$68,000	$65,100	$62,500

TOP EMPLOYERS *(Source: Tallahassee-Leon County OEV 2021)*

State of Florida
Florida State University
Tallahassee Memorial Healthcare
City of Tallahassee
Florida A&M University

EMPLOYMENT BY Top INDUSTRIES *(Source: Tallahassee-Leon County OEV)*

Government	61,300
Education and Health Services	23,800
Trade, Transportation, and Utilities	23,000
Professional & Business Services	21,100
Leisure and Hospitality	16,800

EDUCATION

Leon County Public K-12 Schools (www.leon.k12.fl.us)

Elementary Schools	24
Middle Schools	8
High Schools	6
Charter Schools	5
Special Program Schools	7

Universities/ Colleges/Junior Colleges

Barry University
Embry-Riddle Aeronautical University
Florida Agricultural & Mechanical University (FAMU)
Florida State University (FSU)
Flagler College at TCC
Keiser University (Tallahassee location)
Tallahassee Community College (TCC)

Vocational/Technical Schools
Lively Technical Center
North Florida Cosmetology Institute
Aveda Institute

MUNICIPAL SERVICES

Libraries	**Branches**
Leon County Public Library System	7
Florida Agricultural & Mechanical University (FAMU)	5
Florida State University (FSU)	5
Legislative Library	1
State Library of Florida	1
Tallahassee Community College (TCC)	1

Law Enforcement
Leon County Sheriff's Office (LSCO)
FAMU Police Department
Florida Department of Law Enforcement Capital Police (FDLE)
FSU Police Department
TCC Campus Police Department
Tallahassee Police Department (TPD)

Fire Department *(talgov.com)*	**Stations**
Tallahassee Fire Department	16
Volunteer Fire Department	6

Hospitals	**Beds**
Tallahassee Memorial Healthcare (TMH)	792
Capital Regional Medical Center (CRMC)	290

Convention/Conference Centers	**Seats**
Donald L. Tucker Civic Center	12,500
Florida State Conference Center	375

Utilities
Tallahassee City Limits
Electric, Gas, Water, Sewer, Solid Waste, Stormwater
Outside City Limits
Electric, Gas, Water, Sewer, Solid Waste, Stormwater

Franchise Agreements
Sewer
Solid Waste
Water

TRANSPORTATION

Tallahassee International Airport
Major Airlines
- American Airlines
- Delta Air Lines
- Silver Airways

Railroad Services
CSX Transportation

Bus Service

Greyhound
StarMetro

Highways

Federal Highways	US 27, US 90, US 319
Federal Interstates	I-10
State Highways	SR-20, 59, 61, 155, 259, 263, 267, 363

STATE & LOCAL TAXATION (2019/2020)

Local

Ad Valorem Millage Rates **(Tentative)**	City/DIA	City	Uninc.
Countywide	8.3144	8.3144	8.3144
Emergency Medical Services (EMS) MSTU	0.50	0.50	0.50
City of Tallahassee	4.1000	4.1000	0.00
City of Tallahassee Downtown Improvement Authority (DIA)	1.00	0.00	0.00
Leon County School Board			
By State Law	3.6280	3.6280	3.6280
By Local Board	2.2480	2.2480	2.2480
Northwest FL Water Management District	0.0294	0.0294	0.0294
Children's Services of Leon County	0.3750	0.3750	0.3750
Total	**20.1948**	**19.1948**	**15.0948**

Ad Valorem Tax Exemption Available	Yes	
General Homestead Exemption	25,000	
Note: (Effective January 1, 2008, there is an additional $25,000 exemption on Non-School taxes for the values greater than $50,000)		
Low Income Senior Citizen Homestead Exemption Available	Yes	
Discretionary Sales Surtax	1.5%	
Utility Service Tax (Public Service Tax)	10.0%	
Local Communications Services Tax (CST)	5.22% (Unincorporated)	6.1% (City)

State

Corporate Income Tax	4.458%
Personal Income Tax	0.0%
Retail Sales Tax	6.0%

RECREATION

Outdoors Activities

Boat Landings	25
Campgrounds	3

Galleries

- 621 Gallery
- The Dickerson Gallery
- Foster Tanner Fine Arts Gallery
- LeMoyne Gallery
- Marsh Orr Contemporary Fine Art
- Nomads Gallery
- Pelican Place

- Signature Gallery
- South of Soho Gallery
- Thomas Deans & Company
- 1020 Art LLC
- Railroad Square Art Park

Historic Points of Interest

- Brokaw-McDougal House
- DeSoto State Archeological Site
- Knott House
- Mission San Luis
- The Columns
- The Old Capital
- WWII, Korean and Vietnam War Memorial
- Lake Jackson Mounds

Museums

- Riley House Museum
- Goodwood-Museum & Gardens
- Historical Museum of Florida History
- Old Capital Museum
- Tallahassee Museum
- Black Archives (Historic Union Bank)
- Odyssey Science Center
- San Marcos Apalachee Historic State Park
- Tallahassee Antique Car Museum
- Mission San Luis
- Knott House Museum
- Florida Association of Museums
- Meek-Eaton Black Archives Museum
- Florida Trust for Historic Preservation
- Call-Collins House at The Grove

Parks

- 61 City
- 35 County

LEON COUNTY CANOPY ROADS

Centerville Road/Moccasin Gap Road
Meridian Road
Miccosukee Road
Old Bainbridge Road
Old Centerville Road
Old St. Augustine Road
Pisgah Church Road
Sunny Hill Road

TRAVEL DISTANCE FROM TALLAHASSEE (in miles)

Atlanta, Georgia	261
Austin, Texas	873
Birmingham, Alabama	302
Boulder, Colorado	1,607
Chicago, Illinois	960
Gainesville, Florida	156
Jackson, Mississippi	431
Jacksonville, Florida	166
Key West, Florida	641
Louisville, Kentucky	665
Macon, Georgia	185
Melbourne, Florida	327
Memphis Tennessee	537
Miami, Florida	485
Montgomery, Alabama	206
New Orleans, Louisiana	386
New York, New York	1,099
Orlando, Florida	259
Panama City, Florida	104
Pensacola, Florida	197
Portland, Oregon	2,839
San Diego, California	2,178
Savannah, Georgia	302
Tampa, Florida	276
Washington, D.C.	870



Courtesy of Nations Online Project- www.nationsonline.org

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Leon County Fiscal Year 2022 Tentative Budget

Total Expenditures by Account

Account	FY2020 Actual	FY 2021 Adopted	FY 2022 Budget
51100 Executive Salaries	905,379	899,074	930,616
51200 Regular Salaries And Wages	80,556,396	80,763,678	84,125,918
51250 Regular OPS Salaries	1,264,825	963,170	1,156,989
51300 Other Salaries & Wages	456,565	354,896	117,153
51400 Overtime	2,898,777	3,714,913	3,698,823
51500 Special Pay	289,241	465,674	440,636
52100 Fica Taxes	6,110,784	6,451,903	6,678,725
52200 Retirement Contribution	14,574,822	14,841,058	16,248,454
52205 Other Retirement Contributions	20,367	32,256	31,240
52210 Deferred Compensation Match	104,130	138,854	138,855
52300 Life & Health Insurance	16,181,832	19,466,078	20,642,649
52305 Disability Insurance	0	6,877	6,877
52400 Workers Compensation	1,788,719	2,167,021	2,815,910
52500 Unemployment Compensation	8,937	80,000	80,000
52600 Class C Travel	20	0	0
53100 Professional Services	5,981,529	1,778,243	1,558,975
53101 Baker Act Payments	352,887	366,462	319,078
53102 Mental Health & Alcohol	261,488	279,194	326,578
53143 Other Administrative / Professional	78,700	35,000	35,000
53144 Professional Services / Medical	82,496	72,450	85,950
53160 Bank Service Charges	201,261	205,000	205,000
53200 Accounting And Auditing	406,172	298,000	298,000
53300 Court Reporter Services	0	4,170	4,170
53400 Other Contractual Services	40,831,036	42,911,146	45,399,877
53410 Contract Services Promotion	2,220,514	1,300,000	1,425,000
53441 Other Contractual / Poll Workers	299,270	0	0
53442 Other Cont / Elec Temp Agency Help	63,071	0	0
53443 Other Cont / Election Security	25,530	0	0
53450 Other Contractual Services - GPS	459,391	373,151	570,000
53500 Investigations	59,255	123,450	117,950
54000 Travel & Per Diem	133,071	302,921	366,580
54010 Travel-Local Mileage	8	200	200
54041 Travel and Per Diem	91,529	182,690	183,890
54042 Travel / Private Vehicle	0	200	200
54100 Communications	980,632	893,412	1,196,231
54101 Communication - Phone System	300,721	417,923	452,321
54102 DMS Centrex Billing	105,694	86,448	103,882
54110 Com-net Communications	407,594	824,396	983,935
54200 Postage	343,826	182,541	281,398
54300 Utility Services	3,735,637	3,966,196	3,599,561
54400 Rentals And Leases	1,112,881	1,403,419	1,126,458
54410 Rental and Leases / Polling Place St	22,978	0	0
54443 Rentals and Leases / Other	34,325	27,113	27,113
54500 Insurance	488,301	563,532	645,693
54502 A D & D Law Enforcement	22,949	27,103	23,164
54503 Public Official Liability	357,780	375,700	462,600
54504 Bonds	100	100	100
54505 Vehicle Coverage	564,029	629,964	761,748
54506 Property Insurance	1,496,150	1,423,304	1,525,160
54507 Aviation Insurance	47,693	46,735	74,735
54508 VFD - G/L Property, Equipment	44,647	46,100	48,900
54509 Excess Deposit Premium	248,644	234,700	265,200
54510 Service Fee	55,875	60,000	60,000

Leon County Fiscal Year 2022 Tentative Budget

Total Expenditures by Account

Account	FY2020 Actual	FY 2021 Adopted	FY 2022 Budget
54513 State Assessment	39,992	57,500	57,500
54514 Workers Comp Claims	2,195,509	1,800,000	2,400,000
54515 At Fault Vehicle Repair Claims	25,483	30,000	30,000
54516 General Liability Claims	117,858	110,000	110,000
54520 Insurance - Property	188,187	0	0
54541 Insurance / Auto	325,469	408,758	406,850
54542 Insurance / Professional Liability	585,178	517,620	613,821
54544 Insurance Prisoner/Medical	115,534	126,000	0
54600 Repairs And Maintenance	7,363,843	11,498,241	8,542,056
54601 Vehicle Repair	1,409,156	1,614,415	1,435,179
54610 Repairs And Maintenance-Fleet	0	500	500
54641 Repair and Maintenance / Autos	478,359	926,470	1,100,153
54643 Repair and Maintenance / Radios	6,273	26,017	26,017
54644 Repair and Maintenance / Office Equipment	612,806	804,662	1,354,239
54646 Repair and Maintenance / Facilities	1,076,442	114,735	36,235
54700 Printing And Binding	390,097	342,746	552,896
54712 Printing & Binding / Elections Ballots	88,219	0	0
54713 Printing & Binding / PW Training Mate	19,779	0	0
54800 Promotional Activities	556,627	787,050	800,871
54801 Recruitment	71,285	67,925	67,925
54811 Poll Worker Education	263	0	0
54860 TDC Direct Sales Promotions	11,340	30,000	31,000
54861 TDC Community Relations	6,006	15,000	15,000
54862 TDC Merchandise	7,208	6,000	8,500
54900 Other Current Charges & Obligations	6,087,506	7,909,945	8,455,706
54901 Nuisance Abatement	19,145	50,000	50,000
54908 Other Current Charges & Obligations	21,369	26,200	26,200
54909 Employee Incentives	21,615	68,000	68,000
54913 Clerk Circuit Court Fees	420,865	395,908	395,384
54917 Employee Assistance Program	5,330	5,000	5,000
54918 Staff Development & Training	10,786	27,603	27,573
54942 Other Current Charges / Auto	126,068	115,675	50,367
54948 Other Current Charges / Other	332,536	640,825	640,575
54949 Uniform Cleaning	45,020	37,000	37,000
54950 Tuition Assistance	40,934	94,225	94,225
54961 Administrative Hearing	1,489	0	0
54962 Canvassing Board	898	0	0
54963 Election Notices	2,189	0	0
54990 Indirect Costs	0	0	0
55100 Office Supplies	175,344	287,088	301,798
55111 Office Supplies / Early Voting	71	0	0
55113 Office Supplies / Convassing Board	157	0	0
55200 Operating Supplies	3,452,858	4,016,214	3,908,508
55210 Fuel & Oil	795,326	1,314,715	1,300,405
55240 Data Processing Supplies	46,458	61,000	61,500
55241 Operating Supplies / Fuel and Lubrication	602,188	947,846	965,554
55242 Operating Supplies / Ammo	73,305	116,600	116,600
55244 Operating Supplies / Investigative	9,189	35,180	35,180
55246 Operating Supplies / Other Jail Supplies	526,331	500,286	500,286
55249 Operating Supplies / Miscellaneous	978,080	515,493	374,163
55250 Operating Supplies / Uniforms	533,531	611,220	725,075

Leon County Fiscal Year 2022 Tentative Budget

Total Expenditures by Account

Account	FY2020 Actual	FY 2021 Adopted	FY 2022 Budget
55263 Operating Supplies / Canvassing Board	45	0	0
55275 Computer Software	68,097	81,700	60,556
55280 Computer Hardware <$1000 unit	680	99,250	10,000
55281 Other Capital Assets - < $150,000	60,980	0	128,000
55299 Reimbursable Supplies	4,680	0	0
55300 Road Materials And Supplies	237,965	561,513	561,513
55400 Publications, Subscriptions & Membe	457,290	456,962	460,444
55401 Training	178,783	435,546	525,171
55408 Machinery and Equipment $1,000 - $19,999	690,314	137,660	360,899
55410 Infrastructure $0-$199,000	718,039	0	1,050,200
56100 Land	242,155	0	0
56200 Building	609,059	617,575	340,000
56201 Building Improvements	3,744,856	1,200,000	3,154,647
56293 Building - Architectual and Engineering	0	0	60,000
56294 Building - Construction	-225	0	0
56300 Improvements Other Than Buildings	4,880,604	7,356,123	1,543,707
56392 Improvements: Contractual Services	0	0	0
56395 Improvements: Professional Services	0	0	25,000
56400 Machinery And Equipment	3,522,413	6,901,672	6,238,007
56410 Machinery & Equipment <$750	6,680	55,000	55,000
56415 Machinery and Equipment - Motorcycle/Boat	3,571	130,000	0
56441 Machinery and Equipment / Auto	2,160,735	1,648,528	2,045,873
56442 Machinery and Equipment - Jail	34,768	128,000	141,450
56443 Machinery and Equipment / Radio	0	0	55,990
56444 Machinery and Equipment / Office	570,469	204,465	428,875
56448 Machinery and Equipment / Other	583,535	215,400	221,400
56502 Library Facility	0	150,000	160,030
56600 Books, Publications & Libr Material	442,078	599,220	599,505
56900 Infrastructure $200,000 and over	12,145,458	1,731,573	7,378,720
57100 Principal	7,127,000	3,183,486	4,437,991
57200 Interest	450,482	346,451	646,349
58100 Aids To Government Agencies	6,659,939	6,201,224	6,518,678
58160 TDC Local T&E	1,468	1,500	2,000
58200 Aids To Private Organizations	307,302	216,000	216,000
58214 Cultural Resource Grant Prog (837)	346,152	0	0
58215 Local Arts Agency Program (837)	1,289,310	1,027,347	1,053,667
58224 Legal Services Of North Fl (801)	301,478	308,895	309,180
58226 St Francis Wildlife Assn (851)	71,250	71,250	71,250
58229 Tall Trust For Historic Preservation	63,175	63,175	63,175
58230 Disc Village/JAC	222,759	222,759	222,759
58246 United Partners for Human Services	23,750	23,750	23,750
58247 Whole Child Leon	38,000	38,000	38,000
58248 Commission on the Status of Women & Girls	20,000	20,000	20,000
58252 Ready4Work	26,885	0	0
58253 Domestic Violence Coordinating Council	25,000	25,000	25,000
58256 Veterans Day Parade	5,130	5,000	5,000
58258 Operation Thank You!	7,825	20,900	20,900
58261 Honor Flight	20,000	20,000	20,000
58262 Homeless Shelter Relocation	100,000	100,000	100,000
58264 North Florida Homeless Veterans Stand Down	0	10,000	10,000
58300 Other Grants & Aids	450,757	555,497	678,454
58320 Sponsorships & Contributions	30,290	30,000	32,155

Leon County Fiscal Year 2022 Tentative Budget

Total Expenditures by Account

Account	FY2020 Actual	FY 2021 Adopted	FY 2022 Budget
58340 Tubercular Care-transportation	0	2,000	1,000
58341 Indigent Burial	75,570	84,400	84,400
58342 Child Protection Exams	18,250	59,000	49,000
58343 Medicaid	3,327,654	3,430,403	3,166,353
58344 Human Service Grants	1,259,223	1,445,000	1,445,000
58345 Emergency Assistance	22,642	102,000	102,000
58346 Medical Examiner	479,919	581,416	645,096
58349 Military Personnel Grant Program	38,500	33,000	33,000
58351 Medical Examiner Facility Operating Costs	55,950	133,709	84,709
585000 Housing Grants & Aids	491,911	145,000	806,540
585321 Maenoard Cannon	5,668	0	0
585425 HFA Emergency Repairs Program	1,375	0	0
585428 HFA Emergency Repairs Program	7,500	0	0
585441 Housing Rehab	1,650	0	0
585454 HFA Emergency Repairs Program	775	0	0
585460 Housing Rehab	1,225	0	0
585525 HFA Emergency Repairs Program	380	0	0
585551 HFA Emergency Repairs Program	5,790	0	0
585563 HFA Emergency Repairs Program	600	0	0
585564 HFA Emergency Repairs Program	1,596	0	0
585568 HFA Emergency Repairs Program	7,500	0	0
585571 HFA Emergency Repairs Program	600	0	0
586002 Catastrophe Reserves	2,204,702	0	0
586003 Budgeted Reserves - General Fund	0	0	0
587000 Rental Housing	946	0	0
587051 HFA Emergency Repairs Program	1,600	0	0
59010 Sheriff - Less SRO Contract	0	-1,422,001	-1,458,806
59100 Transfer	381	0	0
59302 Budget Transfers	1,845,539	1,941,920	2,112,646
59304 Budget Transfer	-3,750	0	0
59306 Budget Transfer	5,051,875	5,215,123	5,350,215
59307 Budget Transfer	5,457,683	5,802,167	5,954,527
59308 SOE-BUDGET TRANSFER	222,388	0	0
59900 Budgeted Contingency	0	292,921	237,374
59902 Reserve For Future Projects	0	95,899	79,716
59918 Reserve For Fund Balance	0	553,080	0
59926 Reserve For Future Liability	0	5,819	3,450
59930 Reserve For Article V	0	18,392	8,594
Total	**286,634,577**	**280,565,746**	**294,199,442**

Leon County Fiscal Year 2022 Tentative Budget

County Commission

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-100-511 County Commission					
51100 Executive Salaries		608,109	600,243	617,435	617,435
51200 Regular Salaries And Wages		541,606	542,144	563,027	579,566
51500 Special Pay		0	7,300	7,300	7,300
52100 Fica Taxes		82,993	87,715	90,879	92,144
52200 Retirement Contribution		324,847	330,292	318,648	320,438
52300 Life & Health Insurance		228,391	228,894	223,204	235,785
52400 Workers Compensation		2,071	2,343	3,243	3,292
	001-100-511 Totals	1,788,017	1,798,931	1,823,736	1,855,960
001-101-511 Commissioner Office Budget					
53400 Other Contractual Services		515	0	0	0
54000 Travel & Per Diem		4,505	8,000	8,000	8,000
54700 Printing And Binding		377	0	0	0
54800 Promotional Activities		65	0	0	0
54900 Other Current Charges & Obligations		626	3,400	3,400	3,400
55100 Office Supplies		2,254	400	400	400
55200 Operating Supplies		1,236	600	600	600
55400 Publications, Subscriptions & Membe		0	100	100	100
	001-101-511 Totals	9,579	12,500	12,500	12,500
001-102-511 Commissioner Office Budget					
54000 Travel & Per Diem		189	8,200	8,200	8,200
54700 Printing And Binding		0	200	200	200
54900 Other Current Charges & Obligations		220	2,700	2,700	2,700
55100 Office Supplies		0	700	700	700
55200 Operating Supplies		0	400	400	400
55400 Publications, Subscriptions & Membe		125	300	300	300
	001-102-511 Totals	534	12,500	12,500	12,500
001-103-511 Commissioner Office Budget					
54000 Travel & Per Diem		2,462	8,000	8,000	8,000
54100 Communications		740	0	0	0
54900 Other Current Charges & Obligations		651	3,000	3,000	3,000
55100 Office Supplies		114	400	400	400
55200 Operating Supplies		980	1,100	1,100	1,100
	001-103-511 Totals	4,946	12,500	12,500	12,500
001-104-511 Commissioner Office Budget					
54000 Travel & Per Diem		1,142	11,200	11,200	11,200
55100 Office Supplies		0	300	300	300
55200 Operating Supplies		904	800	800	800
55400 Publications, Subscriptions & Membe		0	200	200	200
	001-104-511 Totals	2,046	12,500	12,500	12,500
001-105-511 Commissioner Office Budget					
54000 Travel & Per Diem		1,032	10,200	10,200	10,200
54100 Communications		89	0	0	0
54900 Other Current Charges & Obligations		130	500	500	500
55100 Office Supplies		1,036	750	750	750
55200 Operating Supplies		341	0	0	0
55400 Publications, Subscriptions & Membe		1,782	1,050	1,050	1,050
	001-105-511 Totals	4,410	12,500	12,500	12,500
001-106-511 Commissioner Office Budget					
54000 Travel & Per Diem		2,384	8,000	8,000	8,000
54200 Postage		0	50	50	50
54700 Printing And Binding		0	100	100	100
54900 Other Current Charges & Obligations		0	1,350	1,350	1,350

Leon County Fiscal Year 2022 Tentative Budget

County Commission

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-106-511 Commissioner Office Budget					
55100 Office Supplies		373	1,000	1,000	1,000
55200 Operating Supplies		457	2,000	2,000	2,000
	001-106-511 Totals	3,214	12,500	12,500	12,500
001-107-511 Commissioner Office Budget					
54000 Travel & Per Diem		3,463	9,900	9,900	9,900
54700 Printing And Binding		0	400	400	400
54900 Other Current Charges & Obligations		0	1,200	1,200	1,200
55100 Office Supplies		211	500	500	500
55200 Operating Supplies		201	0	0	0
55400 Publications, Subscriptions & Membe		1,133	500	500	500
	001-107-511 Totals	5,008	12,500	12,500	12,500
001-108-511 Commissioners' Account					
54100 Communications		5,066	4,650	4,650	4,650
54101 Communication - Phone System		785	455	475	475
54102 DMS Centrex Billing		175	175	225	225
54200 Postage		0	1,500	1,500	1,500
54400 Rentals And Leases		3,000	3,000	3,000	3,000
54700 Printing And Binding		0	500	500	500
54900 Other Current Charges & Obligations		0	1,000	1,000	1,000
55100 Office Supplies		0	700	700	700
55200 Operating Supplies		9,236	12,865	12,865	12,865
	001-108-511 Totals	18,262	24,845	24,915	24,915
	County Commission Totals	1,836,017	1,911,276	1,936,151	1,968,375

Leon County Fiscal Year 2022 Tentative Budget

County Administration

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-110-512 County Administration				
51200 Regular Salaries And Wages	899,910	857,769	886,608	912,713
52100 Fica Taxes	50,562	51,631	52,051	52,562
52200 Retirement Contribution	196,353	207,517	208,211	214,290
52205 Other Retirement Contributions	20,367	15,620	15,620	15,620
52300 Life & Health Insurance	66,714	76,601	80,218	84,084
52305 Disability Insurance	0	3,508	3,508	3,508
52400 Workers Compensation	1,620	1,829	2,533	2,608
54000 Travel & Per Diem	6,076	8,516	15,750	21,000
54100 Communications	2,822	2,475	2,475	2,475
54101 Communication - Phone System	725	465	540	540
54102 DMS Centrex Billing	355	0	0	0
54700 Printing And Binding	0	60	60	60
54900 Other Current Charges & Obligations	0	4,052	4,052	4,052
55100 Office Supplies	50	0	0	0
55200 Operating Supplies	2,951	4,000	4,000	4,000
55400 Publications, Subscriptions & Membe	4,081	4,000	4,000	4,000
001-110-512 Totals	1,252,586	1,238,043	1,279,626	1,321,512
County Administration Totals	1,252,586	1,238,043	1,279,626	1,321,512

Leon County Fiscal Year 2022 Tentative Budget

Strategic Initiatives

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-115-513 Strategic Initiatives				
51200 Regular Salaries And Wages	429,791	438,067	469,663	482,609
51500 Special Pay	0	3,100	3,100	3,100
52100 Fica Taxes	31,575	33,850	36,267	37,258
52200 Retirement Contribution	38,536	43,617	54,560	56,080
52210 Deferred Compensation Match	1,412	0	0	0
52300 Life & Health Insurance	72,828	72,758	94,281	99,551
52400 Workers Compensation	774	928	1,331	1,369
53400 Other Contractual Services	170,546	170,000	185,000	185,000
54000 Travel & Per Diem	7,672	4,218	7,800	10,400
54101 Communication - Phone System	330	995	1,080	1,080
54102 DMS Centrex Billing	0	175	225	225
54200 Postage	0	0	2,500	2,500
54900 Other Current Charges & Obligations	7,050	0	0	0
55100 Office Supplies	658	3,000	3,000	3,000
55200 Operating Supplies	9,843	10,500	10,500	10,500
55400 Publications, Subscriptions & Membe	6,910	5,632	5,632	5,632
55401 Training	0	1,439	2,966	3,955
58248 Commission on the Status of Women & Girls	20,000	20,000	20,000	20,000
001-115-513 Totals	797,926	808,279	897,905	922,259
001-116-513 Community and Media Relations				
51200 Regular Salaries And Wages	289,576	302,142	364,506	371,027
51500 Special Pay	0	4,200	4,200	4,200
52100 Fica Taxes	21,126	23,638	28,311	28,810
52200 Retirement Contribution	25,013	29,944	39,147	39,852
52210 Deferred Compensation Match	720	0	0	0
52300 Life & Health Insurance	50,209	77,421	80,739	85,111
52400 Workers Compensation	519	636	1,030	1,050
53100 Professional Services	43,559	67,000	67,000	67,000
53400 Other Contractual Services	16	0	0	0
54000 Travel & Per Diem	-165	2,434	4,500	6,000
54100 Communications	3,123	1,620	1,620	1,620
54101 Communication - Phone System	215	190	200	200
54200 Postage	414	2,512	2,512	2,512
54505 Vehicle Coverage	389	442	524	524
54601 Vehicle Repair	51	415	306	306
54700 Printing And Binding	14,543	18,000	18,000	18,000
54800 Promotional Activities	127,049	124,400	124,400	124,400
54900 Other Current Charges & Obligations	58,638	83,000	83,000	83,000
55100 Office Supplies	70	1,180	1,180	1,180
55200 Operating Supplies	4,298	5,500	5,500	5,500
55210 Fuel & Oil	87	550	550	550
55400 Publications, Subscriptions & Membe	12,034	7,000	7,000	7,000
55401 Training	0	1,302	2,685	3,580
001-116-513 Totals	651,483	753,526	836,910	851,422
Strategic Initiatives Totals	1,449,409	1,561,805	1,734,815	1,773,681

Leon County Fiscal Year 2022 Tentative Budget

Human Resources

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-160-513 Human Resources				
51200 Regular Salaries And Wages	865,136	862,638	887,310	913,794
51500 Special Pay	0	8,100	8,100	8,100
52100 Fica Taxes	62,522	66,186	68,074	70,100
52200 Retirement Contribution	99,604	109,399	125,289	129,049
52210 Deferred Compensation Match	639	1,400	1,400	1,400
52300 Life & Health Insurance	155,589	154,522	164,053	173,493
52400 Workers Compensation	1,703	1,989	2,744	2,827
52500 Unemployment Compensation	1,227	0	0	0
53100 Professional Services	1,750	25,000	15,000	15,000
53500 Investigations	7,449	9,400	9,400	9,400
54000 Travel & Per Diem	1,439	3,808	7,041	9,388
54100 Communications	1,155	1,333	1,333	1,333
54101 Communication - Phone System	1,492	1,540	1,665	1,665
54200 Postage	1,551	1,185	1,185	1,185
54400 Rentals And Leases	9,755	11,155	11,805	11,805
54700 Printing And Binding	787	3,850	3,850	3,850
54800 Promotional Activities	0	2,172	2,172	2,172
54801 Recruitment	71,285	67,925	67,925	67,925
54900 Other Current Charges & Obligations	40,665	54,652	54,652	54,652
54909 Employee Incentives	21,615	48,900	48,900	48,900
54917 Employee Assistance Program	5,330	5,000	5,000	5,000
54918 Staff Development & Training	10,786	27,603	27,573	27,573
54950 Tuition Assistance	18,944	44,225	44,225	44,225
55100 Office Supplies	1,171	4,440	6,540	6,540
55200 Operating Supplies	4,982	4,472	2,372	2,372
55400 Publications, Subscriptions & Membe	3,553	2,599	2,599	2,599
55401 Training	1,070	3,015	6,217	8,289
001-160-513 Totals	1,391,198	1,526,508	1,576,424	1,622,636
Human Resources Totals	1,391,198	1,526,508	1,576,424	1,622,636

Leon County Fiscal Year 2022 Tentative Budget

Emergency Management

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
125-864-525 Emergency Management				
51200 Regular Salaries And Wages	34,956	0	0	0
53400 Other Contractual Services	5,270	14,500	14,500	14,500
54000 Travel & Per Diem	5,940	24,298	23,387	23,387
54100 Communications	16,187	15,648	15,648	15,648
54101 Communication - Phone System	0	1,470	1,485	1,485
54102 DMS Centrex Billing	1,055	0	0	0
54200 Postage	30	150	150	150
54400 Rentals And Leases	7,090	7,670	8,835	8,835
54500 Insurance	310	3,200	3,200	3,200
54600 Repairs And Maintenance	320	8,895	8,895	8,895
54601 Vehicle Repair	0	2,820	2,551	2,551
54700 Printing And Binding	3,118	5,000	5,000	5,000
54800 Promotional Activities	5,540	13,276	13,276	13,276
54900 Other Current Charges & Obligations	24,395	3,000	3,000	3,000
55100 Office Supplies	169	1,294	1,294	1,294
55200 Operating Supplies	6,150	6,300	6,300	6,300
55210 Fuel & Oil	627	620	620	620
55400 Publications, Subscriptions & Membe	1,905	3,080	3,080	3,080
55401 Training	0	10,000	10,000	10,000
125-864-525 Totals	113,061	121,221	121,221	121,221
125-864-586 Emergency Management- Base Grant				
59304 Budget Transfer	-3,750	0	0	0
125-864-586 Totals	-3,750	0	0	0
125-952008-525 EMPA-Base Grant-State				
51200 Regular Salaries And Wages	94,515	0	0	0
52100 Fica Taxes	6,943	0	0	0
52200 Retirement Contribution	8,493	0	0	0
52300 Life & Health Insurance	20,194	0	0	0
52400 Workers Compensation	174	0	0	0
125-952008-525 Totals	130,319	0	0	0
125-952009-525 EMPG Federal Grant				
51200 Regular Salaries And Wages	63,496	0	0	0
52100 Fica Taxes	4,402	0	0	0
52200 Retirement Contribution	5,630	0	0	0
52300 Life & Health Insurance	19,814	0	0	0
52400 Workers Compensation	114	0	0	0
125-952009-525 Totals	93,455	0	0	0
125-952011-525 EMPG Federal Grant				
51200 Regular Salaries And Wages	0	64,683	0	0
51500 Special Pay	0	1,200	0	0
52100 Fica Taxes	0	4,948	0	0
52200 Retirement Contribution	0	6,468	0	0
52300 Life & Health Insurance	0	20,043	0	0
52400 Workers Compensation	0	137	0	0
125-952011-525 Totals	0	97,479	0	0
125-952012-525 EMPA Base Grant-State				
51200 Regular Salaries And Wages	0	95,840	0	0
51500 Special Pay	0	1,700	0	0
52100 Fica Taxes	0	7,429	0	0
52200 Retirement Contribution	0	9,584	0	0
52300 Life & Health Insurance	0	21,647	0	0
52400 Workers Compensation	0	204	0	0
125-952012-525 Totals	0	136,404	0	0

Leon County Fiscal Year 2022 Tentative Budget

Emergency Management

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
125-952019-525 EMPG Federal Grant				
51200 Regular Salaries And Wages	0	0	67,270	69,288
51500 Special Pay	0	0	1,200	1,200
52100 Fica Taxes	0	0	5,146	5,301
52200 Retirement Contribution	0	0	7,279	7,497
52300 Life & Health Insurance	0	0	17,768	18,814
52400 Workers Compensation	0	0	192	197
125-952019-525 Totals	0	0	98,855	102,297
125-952020-525 EMPA Base Grant-State				
51200 Regular Salaries And Wages	0	0	99,914	102,911
51500 Special Pay	0	0	1,700	1,700
52100 Fica Taxes	0	0	7,741	7,971
52200 Retirement Contribution	0	0	10,811	11,135
52300 Life & Health Insurance	0	0	22,846	24,108
52400 Workers Compensation	0	0	285	293
125-952020-525 Totals	0	0	143,297	148,118
130-180-525 Enhanced E-911-Administration				
51200 Regular Salaries And Wages	238,436	265,211	262,028	269,889
51400 Overtime	1,677	0	0	0
51500 Special Pay	0	1,300	1,300	1,300
52100 Fica Taxes	17,223	20,962	20,345	20,948
52200 Retirement Contribution	20,882	26,521	28,351	29,201
52300 Life & Health Insurance	44,902	60,359	80,145	84,653
52400 Workers Compensation	428	564	746	769
53400 Other Contractual Services	906,024	626,607	593,698	593,698
54000 Travel & Per Diem	1,227	26,410	26,410	26,410
54100 Communications	4,220	18,684	18,684	18,684
54200 Postage	0	20	20	20
54400 Rentals And Leases	0	4,800	4,800	4,800
54505 Vehicle Coverage	0	352	417	417
54542 Insurance / Professional Liability	0	1,155	1,155	1,155
54600 Repairs And Maintenance	1,039	79,234	79,234	79,234
54610 Repairs And Maintenance-Fleet	0	500	500	500
54700 Printing And Binding	0	500	5,000	5,000
54900 Other Current Charges & Obligations	0	30,000	0	0
55100 Office Supplies	1,925	4,200	4,200	4,200
55200 Operating Supplies	25,882	5,770	5,770	5,770
55400 Publications, Subscriptions & Membe	568	685	685	685
55401 Training	1,250	34,091	10,000	10,000
55408 Machinery and Equipment $1,000 - $19,999	11,842	0	0	0
56201 Building Improvements	93,483	0	0	0
56400 Machinery And Equipment	115,621	0	0	0
130-180-525 Totals	1,486,627	1,207,925	1,143,488	1,157,333
130-470-525 MIS Automation				
54110 Com-net Communications	6,160	12,990	17,260	17,260
54600 Repairs And Maintenance	11,834	11,480	9,720	9,720
130-470-525 Totals	17,994	24,470	26,980	26,980
130-495-525 Insurance for E-911				
54500 Insurance	2,235	2,305	2,679	2,706
130-495-525 Totals	2,235	2,305	2,679	2,706
Emergency Management Totals	1,839,941	1,589,804	1,536,520	1,558,655

Leon County Fiscal Year 2022 Tentative Budget

Management Information Services

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-171-513 Management Information Services				
51200 Regular Salaries And Wages	3,370,333	3,270,807	3,407,716	3,508,493
51400 Overtime	3,178	12,360	12,360	12,360
51500 Special Pay	0	30,800	30,800	30,800
52100 Fica Taxes	245,779	254,893	258,585	265,709
52200 Retirement Contribution	307,425	351,381	379,611	390,853
52210 Deferred Compensation Match	317	3,828	3,828	3,828
52300 Life & Health Insurance	446,264	505,481	520,788	548,447
52400 Workers Compensation	6,063	7,009	9,542	9,825
53400 Other Contractual Services	206,251	313,560	347,160	449,176
54000 Travel & Per Diem	10,849	7,017	12,975	17,300
54100 Communications	58,101	30,000	59,400	59,400
54101 Communication - Phone System	11,040	11,720	12,680	12,680
54102 DMS Centrex Billing	3,515	6,150	8,470	8,470
54200 Postage	685	1,500	1,500	1,500
54400 Rentals And Leases	10,720	9,885	9,975	9,975
54505 Vehicle Coverage	2,107	2,394	2,834	2,834
54600 Repairs And Maintenance	1,991,634	2,316,558	2,375,072	2,577,305
54601 Vehicle Repair	2,328	4,130	4,054	4,054
54700 Printing And Binding	114	1,750	1,750	1,750
55100 Office Supplies	1,996	6,590	6,590	6,590
55200 Operating Supplies	36,004	55,850	55,850	55,850
55210 Fuel & Oil	721	1,515	1,515	1,515
55400 Publications, Subscriptions & Membe	598	1,500	1,500	1,500
55401 Training	12,934	14,885	30,694	40,925
55408 Machinery and Equipment $1,000 - $19,999	1,378	0	3,200	0
56400 Machinery And Equipment	0	0	3,200	0
001-171-513 Totals	6,730,333	7,221,563	7,561,649	8,021,139
001-411-529 Public Safety Complex Technology				
51200 Regular Salaries And Wages	93,259	90,674	94,225	97,052
52100 Fica Taxes	6,558	7,084	7,306	7,522
52200 Retirement Contribution	8,136	9,067	10,195	10,501
52300 Life & Health Insurance	24,815	30,147	31,321	33,094
52400 Workers Compensation	168	193	268	277
54000 Travel & Per Diem	0	1,420	2,625	3,500
54100 Communications	450	960	960	960
54101 Communication - Phone System	31,125	23,805	25,860	25,860
54102 DMS Centrex Billing	890	880	1,115	1,115
54110 Com-net Communications	11,941	5,750	0	0
54400 Rentals And Leases	5,228	2,770	2,725	2,725
54600 Repairs And Maintenance	22,899	86,135	86,135	86,135
55100 Office Supplies	0	300	300	300
55200 Operating Supplies	722	2,000	2,000	2,000
55281 Other Capital Assets - < $150,000	8,000	0	0	0
55401 Training	0	727	1,500	2,000
001-411-529 Totals	214,189	261,912	266,535	273,041
Management Information Services Totals	6,944,522	7,483,475	7,828,184	8,294,180

Leon County Fiscal Year 2022 Tentative Budget

Geographic Information Systems

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-421-539 Geographic Info. Systems				
51200 Regular Salaries And Wages	1,078,674	1,104,060	1,118,381	1,151,247
51500 Special Pay	0	7,900	7,900	7,900
52100 Fica Taxes	78,504	84,820	81,062	83,329
52200 Retirement Contribution	128,409	150,094	151,317	155,786
52210 Deferred Compensation Match	62	2,078	2,078	2,078
52300 Life & Health Insurance	167,996	197,626	175,045	184,338
52400 Workers Compensation	1,940	2,345	2,984	3,071
53100 Professional Services	48,254	40,000	40,000	40,000
53400 Other Contractual Services	447,934	466,059	466,059	466,059
54000 Travel & Per Diem	1,768	11,775	21,772	29,030
54100 Communications	2,507	5,000	5,000	5,000
54101 Communication - Phone System	1,620	1,525	1,585	1,585
54200 Postage	43	956	956	956
54400 Rentals And Leases	1,655	1,435	1,340	1,340
54600 Repairs And Maintenance	2,355	2,000	2,000	2,000
54700 Printing And Binding	0	1,000	1,000	1,000
55100 Office Supplies	1,216	3,400	3,400	3,400
55200 Operating Supplies	2,416	9,300	9,300	9,300
55400 Publications, Subscriptions & Membe	1,194	1,000	1,000	1,000
55401 Training	4,156	6,747	18,550	18,550
55408 Machinery and Equipment $1,000 - $19,999	1,198	0	0	0
001-421-539 Totals	1,971,902	2,099,120	2,110,729	2,166,969
Geographic Information Systems Totals	1,971,902	2,099,120	2,110,729	2,166,969

Leon County Fiscal Year 2022 Tentative Budget

County Attorney

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-120-514 County Attorney					
51200 Regular Salaries And Wages		1,278,951	979,437	1,056,609	1,085,781
51500 Special Pay		0	21,500	21,500	21,500
52100 Fica Taxes		82,533	74,471	77,004	78,602
52200 Retirement Contribution		169,456	213,767	196,845	202,367
52205 Other Retirement Contributions		0	16,636	15,620	15,620
52210 Deferred Compensation Match		12,654	1,749	1,749	1,749
52300 Life & Health Insurance		101,338	138,994	130,386	137,127
52305 Disability Insurance		0	3,369	3,369	3,369
52400 Workers Compensation		1,969	1,835	2,713	2,788
53100 Professional Services		317,005	450,000	450,000	450,000
53400 Other Contractual Services		7,380	14,000	14,000	14,000
54000 Travel & Per Diem		21,267	10,222	9,525	12,700
54100 Communications		2,514	2,800	4,000	4,000
54101 Communication - Phone System		20,170	495	525	525
54200 Postage		507	525	525	525
54400 Rentals And Leases		4,695	3,935	4,200	4,200
54600 Repairs And Maintenance		100	100	200	200
54700 Printing And Binding		888	8,375	12,929	12,929
55100 Office Supplies		1,763	5,450	5,450	5,450
55200 Operating Supplies		6,719	3,000	6,950	3,000
55400 Publications, Subscriptions & Membe		55,012	61,250	55,000	55,000
55401 Training		159	36	9,450	12,600
55408 Machinery and Equipment $1,000 - $19,999		6,828	0	0	0
	001-120-514 Totals	2,091,907	2,011,946	2,078,549	2,124,032
	County Attorney Totals	2,091,907	2,011,946	2,078,549	2,124,032

Leon County Fiscal Year 2022 Tentative Budget

Code Compliance Services

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
121-423-537 Code Compliance Services				
51200 Regular Salaries And Wages	346,909	275,624	312,318	319,616
51500 Special Pay	0	600	600	600
52100 Fica Taxes	25,275	23,708	23,649	24,186
52200 Retirement Contribution	32,371	32,754	32,365	33,122
52210 Deferred Compensation Match	295	2,626	2,626	2,626
52300 Life & Health Insurance	57,855	59,577	66,905	70,452
52400 Workers Compensation	1,901	2,830	6,358	6,430
53100 Professional Services	0	1,120	1,120	1,120
54000 Travel & Per Diem	288	870	1,609	2,145
54100 Communications	4,076	2,880	2,880	2,880
54101 Communication - Phone System	3,830	4,570	4,950	4,950
54200 Postage	6,233	6,682	6,682	6,682
54400 Rentals And Leases	1,660	1,615	0	0
54505 Vehicle Coverage	932	10,590	1,253	1,253
54600 Repairs And Maintenance	0	496	496	496
54601 Vehicle Repair	1,644	2,620	1,845	1,845
54700 Printing And Binding	0	500	500	500
54900 Other Current Charges & Obligations	3,936	3,500	3,500	3,500
54901 Nuisance Abatement	19,145	50,000	50,000	50,000
55100 Office Supplies	462	2,911	2,911	2,911
55200 Operating Supplies	3,316	7,464	7,464	7,464
55210 Fuel & Oil	1,031	1,790	1,790	1,790
55400 Publications, Subscriptions & Membe	494	1,127	1,127	1,127
55401 Training	310	364	750	1,000
121-423-537 Totals	511,965	496,818	533,698	546,695
Code Compliance Services Totals	511,965	496,818	533,698	546,695

Leon County Fiscal Year 2022 Tentative Budget

Customer Engagement Services

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
121-426-537 Customer Engagement Services				
51200 Regular Salaries And Wages	150,531	151,706	0	0
51400 Overtime	23	0	0	0
51500 Special Pay	0	1,200	0	0
52100 Fica Taxes	10,646	11,661	0	0
52200 Retirement Contribution	13,114	14,910	0	0
52210 Deferred Compensation Match	154	0	0	0
52300 Life & Health Insurance	34,992	36,232	0	0
52400 Workers Compensation	306	317	0	0
54400 Rentals And Leases	1,660	1,615	0	0
55200 Operating Supplies	105	0	0	0
121-426-537 Totals	211,531	217,641	0	0
Customer Engagement Services Totals	211,531	217,641	0	0

Leon County Fiscal Year 2022 Tentative Budget

DS Support Services

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
121-424-537 DS Support Services				
51200 Regular Salaries And Wages	279,021	272,980	373,957	384,968
51500 Special Pay	0	3,900	3,900	3,900
52100 Fica Taxes	16,060	18,966	28,745	29,541
52200 Retirement Contribution	33,185	37,630	60,994	62,823
52210 Deferred Compensation Match	312	0	0	0
52300 Life & Health Insurance	26,718	41,383	88,333	93,433
52400 Workers Compensation	502	571	1,045	1,077
53400 Other Contractual Services	0	250	250	250
54000 Travel & Per Diem	600	1,831	3,386	4,515
54100 Communications	1,670	3,080	3,080	3,080
54200 Postage	18	720	720	720
54400 Rentals And Leases	1,660	1,615	14,515	14,515
54600 Repairs And Maintenance	0	2,246	2,246	2,246
54700 Printing And Binding	0	500	500	500
55100 Office Supplies	1,654	1,308	1,308	1,308
55200 Operating Supplies	4,971	8,194	8,194	8,194
55400 Publications, Subscriptions & Membe	2,165	1,682	1,682	1,682
55401 Training	125	691	1,425	1,900
121-424-537 Totals	368,662	397,547	594,280	614,652
DS Support Services Totals	368,662	397,547	594,280	614,652

Leon County Fiscal Year 2022 Tentative Budget

Building Plans Review & Inspection

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
120-220-524 Building Plans Review and Inspection				
51200 Regular Salaries And Wages	1,243,833	1,194,136	1,257,818	1,326,218
51400 Overtime	2,586	16,381	16,381	16,381
51500 Special Pay	0	2,600	3,800	3,800
52100 Fica Taxes	89,036	96,847	94,672	96,790
52200 Retirement Contribution	117,697	133,967	139,320	142,537
52210 Deferred Compensation Match	1,995	2,406	2,406	2,406
52300 Life & Health Insurance	308,971	339,402	369,806	391,062
52400 Workers Compensation	18,550	26,049	38,966	39,708
53100 Professional Services	7,456	100,000	100,000	100,000
53400 Other Contractual Services	0	2,000	2,000	2,000
54000 Travel & Per Diem	3,912	1,254	940	1,254
54100 Communications	10,847	11,400	11,400	11,400
54101 Communication - Phone System	645	815	875	875
54102 DMS Centrex Billing	360	350	445	445
54200 Postage	844	3,000	3,000	3,000
54400 Rentals And Leases	11,235	12,550	12,180	12,180
54505 Vehicle Coverage	5,226	5,939	7,882	7,882
54600 Repairs And Maintenance	0	408	408	408
54601 Vehicle Repair	11,102	13,795	16,706	16,706
54700 Printing And Binding	8,498	7,500	7,500	7,500
54900 Other Current Charges & Obligations	0	1,820	1,820	1,820
55100 Office Supplies	2,160	2,855	2,855	2,855
55200 Operating Supplies	16,343	11,320	11,320	11,320
55210 Fuel & Oil	14,202	19,940	25,490	25,490
55400 Publications, Subscriptions & Membe	3,804	5,448	5,448	5,448
55401 Training	3,375	12,700	9,525	12,700
120-220-524 Totals	1,882,675	2,024,882	2,142,963	2,242,185
Building Plans Review & Inspection Totals	1,882,675	2,024,882	2,142,963	2,242,185

Leon County Fiscal Year 2022 Tentative Budget

Environmental Services

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
121-420-537 Environmental Services				
51200 Regular Salaries And Wages	1,062,292	1,010,537	1,019,377	1,044,150
51400 Overtime	0	3,000	3,000	3,000
51500 Special Pay	0	8,000	8,000	8,000
52100 Fica Taxes	74,521	85,214	78,762	80,392
52200 Retirement Contribution	105,413	131,222	114,866	117,690
52210 Deferred Compensation Match	1,170	5,359	5,359	5,359
52300 Life & Health Insurance	195,977	243,807	204,266	215,132
52400 Workers Compensation	17,673	23,795	34,258	35,156
54000 Travel & Per Diem	1,214	2,356	4,356	5,808
54100 Communications	10,586	16,195	16,195	16,195
54101 Communication - Phone System	1,485	1,115	1,205	1,205
54200 Postage	234	1,970	1,970	1,970
54400 Rentals And Leases	1,660	1,615	0	0
54505 Vehicle Coverage	3,229	3,669	4,343	4,343
54601 Vehicle Repair	8,728	7,715	8,587	8,587
54700 Printing And Binding	0	1,205	1,205	1,205
54900 Other Current Charges & Obligations	0	1,050	1,050	1,050
55100 Office Supplies	4,146	3,162	3,162	3,162
55200 Operating Supplies	7,246	5,823	5,823	5,823
55210 Fuel & Oil	5,489	9,625	9,625	9,625
55400 Publications, Subscriptions & Membe	1,959	1,730	1,730	1,730
55401 Training	845	2,910	6,000	8,000
121-420-537 Totals	1,503,867	1,571,074	1,533,139	1,577,582
125-866-524 DEP Storage Tank				
51200 Regular Salaries And Wages	134,357	133,623	137,632	141,761
51400 Overtime	0	3,000	3,000	3,000
52100 Fica Taxes	10,167	10,497	10,805	11,121
52200 Retirement Contribution	11,630	13,362	14,891	15,338
52300 Life & Health Insurance	8,719	12,338	12,840	13,374
52400 Workers Compensation	3,278	4,360	6,174	6,359
54000 Travel & Per Diem	0	2,341	2,341	2,341
54200 Postage	0	400	400	400
54505 Vehicle Coverage	4,215	4,790	5,670	5,670
54601 Vehicle Repair	247	980	1,309	1,309
55200 Operating Supplies	1,357	2,258	2,258	2,258
55210 Fuel & Oil	1,029	2,200	2,200	2,200
55400 Publications, Subscriptions & Membe	0	60	60	60
55401 Training	0	1,100	1,100	1,100
125-866-524 Totals	174,999	191,309	200,680	206,291
Environmental Services Totals	1,678,865	1,762,383	1,733,819	1,783,873

Leon County Fiscal Year 2022 Tentative Budget

Development Services

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
121-422-537 Development Services				
51200 Regular Salaries And Wages	513,390	523,172	469,780	483,241
51250 Regular OPS Salaries	3,870	24,960	24,960	25,709
51500 Special Pay	0	3,500	3,500	3,500
52100 Fica Taxes	36,973	44,955	38,319	39,405
52200 Retirement Contribution	44,676	55,536	42,597	44,050
52210 Deferred Compensation Match	0	2,844	2,844	2,844
52300 Life & Health Insurance	113,142	142,156	103,145	108,820
52400 Workers Compensation	2,846	3,665	5,005	5,149
54000 Travel & Per Diem	288	2,880	5,325	7,100
54100 Communications	654	1,224	1,224	1,224
54101 Communication - Phone System	1,535	1,170	1,265	1,265
54200 Postage	1,795	3,882	3,882	3,882
54300 Utility Services	532	0	0	0
54400 Rentals And Leases	1,660	1,615	0	0
54505 Vehicle Coverage	1,356	1,540	1,823	1,823
54601 Vehicle Repair	1,124	490	763	763
54700 Printing And Binding	0	2,381	2,381	2,381
54900 Other Current Charges & Obligations	14,353	29,892	29,892	29,892
55100 Office Supplies	716	3,996	3,996	3,996
55200 Operating Supplies	5,505	6,715	6,715	6,715
55210 Fuel & Oil	58	275	275	275
55400 Publications, Subscriptions & Membe	2,475	4,105	4,105	4,105
55401 Training	1,079	1,992	4,106	5,475
121-422-537 Totals	748,027	862,945	755,902	781,614
Development Services Totals	748,027	862,945	755,902	781,614

Leon County Fiscal Year 2022 Tentative Budget

PW Support Services

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
106-400-541 Support Services				
51200 Regular Salaries And Wages	337,901	332,366	343,766	353,972
51500 Special Pay	0	2,000	2,000	2,000
52100 Fica Taxes	24,407	25,071	25,400	25,896
52200 Retirement Contribution	53,446	57,514	63,495	65,400
52210 Deferred Compensation Match	0	766	766	766
52300 Life & Health Insurance	46,247	51,863	54,557	57,422
52400 Workers Compensation	3,987	5,051	7,197	7,413
53400 Other Contractual Services	120,941	121,941	120,366	120,366
54000 Travel & Per Diem	0	1,341	2,479	3,305
54100 Communications	0	0	1,575	1,575
54101 Communication - Phone System	575	625	665	665
54200 Postage	36	220	220	220
54400 Rentals And Leases	17,625	17,510	14,770	14,770
54700 Printing And Binding	0	165	165	165
55100 Office Supplies	324	855	855	855
55200 Operating Supplies	4,760	5,439	5,439	5,439
55400 Publications, Subscriptions & Membe	3,449	3,972	3,972	3,972
55401 Training	299	396	817	1,090
106-400-541 Totals	613,997	627,095	648,504	665,291
PW Support Services Totals	613,997	627,095	648,504	665,291

Leon County Fiscal Year 2022 Tentative Budget

Operations

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-216-562 Mosquito Control					
51200 Regular Salaries And Wages		224,740	244,199	212,796	217,322
51250 Regular OPS Salaries		18,480	62,696	90,392	90,392
51400 Overtime		23,393	36,000	36,000	36,000
51500 Special Pay		0	700	700	700
52100 Fica Taxes		19,259	28,467	23,297	23,643
52200 Retirement Contribution		23,565	23,684	24,382	24,913
52210 Deferred Compensation Match		1,898	655	655	655
52300 Life & Health Insurance		66,348	69,381	77,945	82,491
52400 Workers Compensation		18,834	23,551	24,622	24,985
53400 Other Contractual Services		-324	36,152	36,152	36,152
54000 Travel & Per Diem		1,120	0	0	0
54100 Communications		6,285	8,448	8,448	8,448
54101 Communication - Phone System		225	225	235	235
54200 Postage		1,548	2,640	2,640	2,640
54300 Utility Services		774	4,800	4,800	4,800
54505 Vehicle Coverage		5,089	5,783	6,845	6,845
54507 Aviation Insurance		0	6,635	6,635	6,635
54600 Repairs And Maintenance		418	3,228	3,228	3,228
54601 Vehicle Repair		28,093	33,980	27,147	27,147
54700 Printing And Binding		0	2,335	2,335	2,335
54800 Promotional Activities		730	7,400	7,400	7,400
55100 Office Supplies		1,478	1,479	1,479	1,479
55200 Operating Supplies		86,488	172,828	173,578	173,578
55210 Fuel & Oil		13,265	30,635	30,405	30,405
55400 Publications, Subscriptions & Membe		35	400	400	400
55401 Training		1,774	1,203	2,479	3,306
	001-216-562 Totals	543,513	807,504	804,995	816,134
106-431-541 Transportation Maintenance					
51200 Regular Salaries And Wages		1,841,407	1,825,285	2,009,313	2,056,577
51400 Overtime		31,792	42,590	42,590	42,590
51500 Special Pay		0	9,400	9,400	9,400
52100 Fica Taxes		132,438	153,259	156,957	160,588
52200 Retirement Contribution		183,629	214,473	237,767	243,508
52210 Deferred Compensation Match		13,606	10,058	10,058	10,058
52300 Life & Health Insurance		541,959	694,889	778,925	822,755
52400 Workers Compensation		148,390	173,993	213,907	218,825
53100 Professional Services		-19,890	0	0	0
53400 Other Contractual Services		347,795	479,162	558,422	558,422
54000 Travel & Per Diem		0	406	750	1,000
54100 Communications		14,451	8,455	8,455	8,455
54101 Communication - Phone System		1,580	1,400	1,520	1,520
54102 DMS Centrex Billing		925	745	935	935
54200 Postage		110	210	210	210
54300 Utility Services		77,904	95,823	105,823	105,823
54400 Rentals And Leases		3,975	4,714	10,199	10,199
54505 Vehicle Coverage		35,308	40,122	47,493	47,493
54600 Repairs And Maintenance		2,542	3,120	15,710	3,120
54601 Vehicle Repair		231,332	278,765	243,445	243,445
54900 Other Current Charges & Obligations		2,375	9,420	8,220	9,420
55100 Office Supplies		7,445	4,305	4,305	4,305
55200 Operating Supplies		124,670	45,154	68,754	45,154
55210 Fuel & Oil		97,746	216,870	207,040	207,040
55300 Road Materials And Supplies		126,546	383,835	383,835	383,835
55400 Publications, Subscriptions & Membe		0	1,695	1,695	1,695
55401 Training		504	1,528	3,150	4,200
55408 Machinery and Equipment $1,000 - $19,999		2,976	0	0	0
55410 Infrastructure $0-$199,000		25,631	0	0	0
	106-431-541 Totals	3,977,146	4,699,676	5,128,878	5,200,572

Leon County Fiscal Year 2022 Tentative Budget

Operations

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
106-432-541 Right-Of-Way Management					
51200 Regular Salaries And Wages		915,518	1,004,069	1,181,285	1,207,086
51400 Overtime		19,619	72,814	72,814	72,814
51500 Special Pay		0	2,200	2,200	2,200
52100 Fica Taxes		65,035	87,042	90,369	92,342
52200 Retirement Contribution		82,132	112,109	129,529	132,420
52210 Deferred Compensation Match		4,659	4,482	4,482	4,482
52300 Life & Health Insurance		316,180	517,063	517,901	547,912
52400 Workers Compensation		74,768	106,920	148,014	151,289
53400 Other Contractual Services		587,118	574,514	657,150	661,972
54100 Communications		15	0	0	0
54300 Utility Services		16,100	35,379	53,379	53,379
54400 Rentals And Leases		0	553	553	553
54505 Vehicle Coverage		21,640	24,591	29,108	29,108
54600 Repairs And Maintenance		9,851	17,700	17,700	17,700
54601 Vehicle Repair		136,834	172,410	151,519	151,519
54900 Other Current Charges & Obligations		670	3,265	3,265	3,265
55100 Office Supplies		1,870	2,825	2,825	2,825
55200 Operating Supplies		53,376	51,476	51,476	51,476
55210 Fuel & Oil		62,426	110,880	106,775	106,775
55300 Road Materials And Supplies		3,387	35,840	35,840	35,840
55400 Publications, Subscriptions & Membe		1,832	931	931	931
55401 Training		1,983	2,284	6,280	6,280
	106-432-541 Totals	2,375,011	2,939,347	3,263,395	3,332,168
123-433-538 Stormwater Maintenance					
51200 Regular Salaries And Wages		1,309,586	1,314,557	1,472,034	1,502,955
51400 Overtime		33,700	46,506	46,506	46,506
51500 Special Pay		0	4,900	4,900	4,900
52100 Fica Taxes		97,167	115,448	113,379	115,750
52200 Retirement Contribution		124,720	152,403	162,984	166,510
52210 Deferred Compensation Match		8,937	15,418	15,418	15,418
52300 Life & Health Insurance		298,903	434,765	561,630	593,405
52400 Workers Compensation		104,083	123,431	163,779	167,239
53400 Other Contractual Services		407,730	331,636	334,769	338,207
54100 Communications		1,939	2,486	2,486	2,486
54101 Communication - Phone System		15	5	5	5
54200 Postage		0	25	25	25
54300 Utility Services		3,323	11,660	11,660	11,660
54400 Rentals And Leases		0	10,848	10,848	10,848
54505 Vehicle Coverage		48,627	55,258	65,408	65,408
54600 Repairs And Maintenance		5,606	12,750	12,750	12,750
54601 Vehicle Repair		278,286	255,485	240,585	240,585
54900 Other Current Charges & Obligations		23,107	14,965	55,820	24,335
55100 Office Supplies		831	930	930	930
55200 Operating Supplies		73,300	45,566	45,566	45,566
55210 Fuel & Oil		100,422	198,005	189,460	189,460
55300 Road Materials And Supplies		69,271	74,084	74,084	74,084
55400 Publications, Subscriptions & Membe		0	645	645	645
55401 Training		869	1,983	4,090	5,453
	123-433-538 Totals	2,990,424	3,223,759	3,589,761	3,635,130
125-214-562 Mosquito Control Grant					
54000 Travel & Per Diem		1,129	0	0	0
55200 Operating Supplies		27,990	27,990	27,990	27,990
55401 Training		2,054	4,478	4,478	4,478
	125-214-562 Totals	31,173	32,468	32,468	32,468
	Operations Totals	9,917,268	11,702,754	12,819,497	13,016,472

Leon County Fiscal Year 2022 Tentative Budget

Engineering Services

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
106-414-541 Engineering Services				
51200 Regular Salaries And Wages	2,442,316	2,386,889	2,651,965	2,720,530
51400 Overtime	7,916	15,000	15,000	15,000
51500 Special Pay	0	11,400	11,400	11,400
52100 Fica Taxes	178,075	194,008	204,411	209,371
52200 Retirement Contribution	266,605	303,832	344,928	354,112
52210 Deferred Compensation Match	2,042	11,589	11,589	11,589
52300 Life & Health Insurance	405,014	477,445	545,640	575,568
52400 Workers Compensation	34,711	40,229	64,085	65,515
53100 Professional Services	104,322	319,261	325,761	325,761
53400 Other Contractual Services	5,776	65,740	65,740	65,740
54000 Travel & Per Diem	1,640	1,952	3,609	4,812
54100 Communications	18,447	13,716	13,716	13,716
54101 Communication - Phone System	1,265	1,740	1,870	1,870
54200 Postage	426	900	900	900
54505 Vehicle Coverage	6,625	7,529	8,912	8,912
54600 Repairs And Maintenance	1,605	2,753	2,753	2,753
54601 Vehicle Repair	19,728	17,925	17,246	17,246
54700 Printing And Binding	4,113	1,000	1,000	1,000
54900 Other Current Charges & Obligations	1,405	2,200	2,200	2,200
55100 Office Supplies	5,511	5,625	5,305	5,305
55200 Operating Supplies	19,392	43,654	37,154	37,154
55210 Fuel & Oil	14,232	19,250	19,250	19,250
55400 Publications, Subscriptions & Membe	5,208	8,682	9,002	9,002
55401 Training	3,831	5,904	12,192	16,230
55408 Machinery and Equipment $1,000 - $19,999	1,100	0	0	0
106-414-541 Totals	3,551,303	3,958,223	4,375,628	4,494,936
Engineering Services Totals	3,551,303	3,958,223	4,375,628	4,494,936

Leon County Fiscal Year 2022 Tentative Budget

Fleet Management

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
505-425-591 Fleet Maintenance				
51200 Regular Salaries And Wages	442,441	401,403	320,957	330,784
51400 Overtime	1,482	3,000	3,000	3,000
51500 Special Pay	0	1,600	1,600	1,600
52100 Fica Taxes	28,719	31,289	24,808	25,556
52200 Retirement Contribution	37,593	41,577	31,150	32,208
52210 Deferred Compensation Match	2,695	3,171	3,171	3,171
52300 Life & Health Insurance	116,658	124,722	100,913	106,616
52400 Workers Compensation	10,958	10,150	16,701	17,154
53400 Other Contractual Services	71,521	79,130	79,130	79,130
54000 Travel & Per Diem	0	500	500	500
54101 Communication - Phone System	640	635	675	675
54200 Postage	38	150	150	150
54300 Utility Services	0	5,000	5,000	5,000
54400 Rentals And Leases	2,628	2,965	3,145	3,145
54505 Vehicle Coverage	5,209	5,919	7,007	7,007
54600 Repairs And Maintenance	970,847	723,881	733,511	743,286
54601 Vehicle Repair	10,995	4,445	9,367	9,461
54700 Printing And Binding	3	500	500	500
55100 Office Supplies	1,502	1,355	1,355	1,355
55200 Operating Supplies	813,208	1,617,371	1,480,775	1,546,921
55210 Fuel & Oil	4,897	7,940	7,715	7,715
55400 Publications, Subscriptions & Membe	127	1,065	1,065	1,065
55401 Training	200	5,810	5,810	5,810
505-425-591 Totals	2,522,359	3,073,578	2,838,005	2,931,809
Fleet Management Totals	2,522,359	3,073,578	2,838,005	2,931,809

Leon County Fiscal Year 2022 Tentative Budget

Parks and Recreation

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
140-436-572 Parks and Recreation Services				
51200 Regular Salaries And Wages	1,065,387	993,945	1,172,462	1,195,794
51250 Regular OPS Salaries	25,560	30,000	30,000	30,000
51400 Overtime	17,229	45,120	45,120	45,120
51500 Special Pay	0	6,200	6,200	6,200
52100 Fica Taxes	79,251	84,342	91,097	92,889
52200 Retirement Contribution	101,358	112,117	130,169	132,831
52210 Deferred Compensation Match	3,699	3,499	3,499	3,499
52300 Life & Health Insurance	304,482	367,376	426,766	451,054
52400 Workers Compensation	40,230	48,163	71,722	73,236
53100 Professional Services	7,221	12,780	9,780	9,780
53400 Other Contractual Services	578,537	486,547	795,797	798,797
54000 Travel & Per Diem	1,236	702	1,297	1,730
54100 Communications	18,026	16,064	18,064	18,064
54101 Communication - Phone System	845	840	905	905
54102 DMS Centrex Billing	2,040	1,975	2,495	2,495
54200 Postage	62	350	350	350
54300 Utility Services	27,163	77,220	1,470	1,470
54400 Rentals And Leases	11,128	22,990	12,990	12,990
54505 Vehicle Coverage	18,432	20,946	31,045	24,793
54600 Repairs And Maintenance	76,715	184,080	129,890	129,890
54601 Vehicle Repair	89,534	116,405	113,718	100,502
54700 Printing And Binding	5,724	4,400	4,400	4,400
54800 Promotional Activities	819	1,950	1,950	1,950
54900 Other Current Charges & Obligations	4,847	2,510	7,510	7,510
55100 Office Supplies	1,169	2,250	2,250	2,250
55200 Operating Supplies	189,456	196,625	196,085	196,085
55210 Fuel & Oil	60,742	82,045	104,565	79,865
55300 Road Materials And Supplies	22,778	67,754	67,754	67,754
55400 Publications, Subscriptions & Membe	1,145	1,230	1,230	1,230
55401 Training	3,798	3,172	6,540	8,720
55408 Machinery and Equipment $1,000 - $19,999	32,964	30,000	30,000	30,000
56400 Machinery And Equipment	0	30,000	0	0
58200 Aids To Private Organizations	179,000	179,000	179,000	179,000
140-436-572 Totals	2,970,575	3,232,597	3,696,120	3,711,153
Parks and Recreation Totals	2,970,575	3,232,597	3,696,120	3,711,153

Leon County Fiscal Year 2022 Tentative Budget

Facilities Management

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-150-519 Facilities Management				
51200 Regular Salaries And Wages	1,669,344	1,641,317	1,678,037	1,725,122
51400 Overtime	42,357	53,000	53,000	53,000
51500 Special Pay	0	10,400	10,400	10,400
52100 Fica Taxes	120,539	126,245	129,834	133,438
52200 Retirement Contribution	169,298	172,403	216,564	222,741
52210 Deferred Compensation Match	8,105	7,655	7,655	7,655
52300 Life & Health Insurance	500,863	536,518	567,393	599,920
52400 Workers Compensation	43,087	46,926	64,264	66,051
53100 Professional Services	0	0	-206,653	-212,853
53400 Other Contractual Services	1,954,425	2,426,928	2,400,787	2,420,850
54000 Travel & Per Diem	1,142	4,330	8,005	10,674
54100 Communications	14,557	10,069	10,069	10,069
54101 Communication - Phone System	1,530	1,540	1,695	1,695
54102 DMS Centrex Billing	6,550	6,720	8,515	8,515
54200 Postage	-527	200	200	200
54300 Utility Services	1,950,988	1,990,021	1,639,411	1,625,798
54400 Rentals And Leases	40,232	39,075	40,415	40,915
54505 Vehicle Coverage	11,623	13,208	18,334	15,634
54600 Repairs And Maintenance	792,001	630,359	744,735	759,035
54601 Vehicle Repair	31,297	54,850	52,148	48,846
54700 Printing And Binding	53	2,100	2,100	2,100
55100 Office Supplies	5,961	13,119	13,119	13,119
55200 Operating Supplies	145,070	104,350	104,350	104,350
55210 Fuel & Oil	25,486	41,565	44,880	41,455
55400 Publications, Subscriptions & Membe	1,356	5,506	5,506	5,506
55401 Training	1,163	4,074	8,400	11,200
55408 Machinery and Equipment $1,000 - $19,999	10,512	0	22,500	0
56400 Machinery And Equipment	0	10,000	0	0
001-150-519 Totals	7,547,010	7,952,478	7,645,663	7,725,435
001-152-519 Facilities - Detention Center				
51200 Regular Salaries And Wages	0	365,102	368,798	379,863
52100 Fica Taxes	0	27,931	28,489	29,337
52200 Retirement Contribution	0	28,508	39,905	41,101
52300 Life & Health Insurance	0	130,733	81,100	85,682
52400 Workers Compensation	0	14,999	25,012	25,762
53400 Other Contractual Services	0	0	256,146	256,146
54000 Travel & Per Diem	0	0	2,250	3,000
54100 Communications	0	0	3,240	3,240
54300 Utility Services	0	1,215,530	1,248,996	1,251,421
54400 Rentals And Leases	0	0	5,000	5,000
54600 Repairs And Maintenance	0	660,885	402,306	408,690
55100 Office Supplies	0	0	3,000	3,000
55200 Operating Supplies	0	0	1,080	1,080
55400 Publications, Subscriptions & Membe	0	0	1,940	1,940
55401 Training	0	0	3,750	5,000
001-152-519 Totals	0	2,443,688	2,471,012	2,500,262
001-410-529 Public Safety Complex Facilities				
51200 Regular Salaries And Wages	155,465	145,914	149,267	152,771
51400 Overtime	2,649	15,000	15,000	15,000
52100 Fica Taxes	11,311	11,326	11,445	11,712
52200 Retirement Contribution	13,846	14,565	16,151	16,530
52210 Deferred Compensation Match	330	0	0	0
52300 Life & Health Insurance	37,969	38,368	47,617	50,412
52400 Workers Compensation	5,146	5,673	8,013	8,251
53100 Professional Services	0	10,000	10,000	10,000
53400 Other Contractual Services	550,640	740,810	726,477	728,577
54000 Travel & Per Diem	592	811	1,500	2,000
54100 Communications	2,574	6,400	6,000	6,000

Leon County Fiscal Year 2022 Tentative Budget

Facilities Management

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-410-529 Public Safety Complex Facilities				
54200 Postage	0	250	250	250
54300 Utility Services	343,727	351,171	351,171	351,171
54400 Rentals And Leases	3,645	3,465	3,355	3,355
54500 Insurance	0	2,138	2,138	2,138
54506 Property Insurance	68,384	104,498	104,498	104,498
54600 Repairs And Maintenance	47,975	161,380	226,500	226,500
55100 Office Supplies	107	660	660	660
55200 Operating Supplies	66,902	41,940	51,940	51,940
55400 Publications, Subscriptions & Membe	99	1,429	1,429	1,429
55401 Training	2,883	1,637	3,375	4,500
55408 Machinery and Equipment $1,000 - $19,999	27,564	0	3,500	0
56400 Machinery And Equipment	0	10,000	0	0
001-410-529 Totals	1,341,809	1,667,435	1,740,286	1,747,694
165-154-519 County Government Annex				
51200 Regular Salaries And Wages	40,399	33,772	34,784	35,828
51400 Overtime	79	1,000	1,000	1,000
51500 Special Pay	0	600	600	600
52100 Fica Taxes	2,872	2,584	2,661	2,740
52200 Retirement Contribution	3,349	3,377	3,764	3,877
52210 Deferred Compensation Match	56	0	0	0
52300 Life & Health Insurance	14,772	16,281	17,249	18,279
52400 Workers Compensation	1,652	1,642	2,359	2,430
53100 Professional Services	0	60,000	60,000	60,000
53400 Other Contractual Services	287,320	317,049	391,837	399,144
54100 Communications	0	500	500	500
54600 Repairs And Maintenance	52,386	113,949	104,089	104,089
55200 Operating Supplies	6,024	7,176	7,386	7,602
165-154-519 Totals	408,909	557,930	626,229	636,089
166-155-519 Huntington Oaks Plaza Operating				
53100 Professional Services	24,966	15,000	15,157	15,462
53400 Other Contractual Services	52,449	40,370	40,370	40,912
54600 Repairs And Maintenance	14,209	42,750	42,750	42,750
54700 Printing And Binding	0	200	200	200
55200 Operating Supplies	1,164	7,375	7,375	7,375
166-155-519 Totals	92,789	105,695	105,852	106,699
Facilities Management Totals	9,390,517	12,727,226	12,589,042	12,716,179

Leon County Fiscal Year 2022 Tentative Budget

Real Estate Management

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-156-519 Real Estate Management				
51200 Regular Salaries And Wages	113,668	91,201	134,859	136,725
51500 Special Pay	0	1,100	1,100	1,100
52100 Fica Taxes	8,077	7,003	10,317	10,460
52200 Retirement Contribution	9,983	9,012	14,534	14,736
52300 Life & Health Insurance	24,080	24,805	26,291	27,837
52400 Workers Compensation	205	191	382	388
53100 Professional Services	1,218	13,500	13,500	13,500
53400 Other Contractual Services	41,070	50,000	50,000	50,000
54100 Communications	108	432	432	432
54101 Communication - Phone System	20	200	220	220
54200 Postage	198	2,000	2,000	2,000
54505 Vehicle Coverage	0	333	394	394
54601 Vehicle Repair	601	1,755	1,367	1,367
54700 Printing And Binding	0	2,500	2,500	2,500
54900 Other Current Charges & Obligations	130,159	136,600	136,600	136,600
55100 Office Supplies	0	500	500	500
55200 Operating Supplies	42	2,400	2,400	2,400
55210 Fuel & Oil	0	550	550	550
55400 Publications, Subscriptions & Membe	2,434	200	200	200
55401 Training	0	364	750	1,000
58200 Aids To Private Organizations	1,900	0	0	0
001-156-519 Totals	333,763	344,646	398,896	402,909
001-831-513 Tax Deed Applications				
54900 Other Current Charges & Obligations	-3,328	45,000	45,000	45,000
001-831-513 Totals	-3,328	45,000	45,000	45,000
Real Estate Management Totals	330,436	389,646	443,896	447,909

Leon County Fiscal Year 2022 Tentative Budget

Planning Department

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-817-515 Planning Department				
51200 Regular Salaries And Wages	85,674	87,500	87,500	90,055
51500 Special Pay	0	1,900	1,900	1,900
52100 Fica Taxes	5,470	5,538	5,538	5,575
52200 Retirement Contribution	21,604	23,237	24,702	25,443
52300 Life & Health Insurance	10,297	10,571	11,150	11,791
52400 Workers Compensation	154	181	243	250
58100 Aids To Government Agencies	1,225,002	953,378	966,815	986,151
001-817-515 Totals	1,348,201	1,082,305	1,097,848	1,121,165
Planning Department Totals	1,348,201	1,082,305	1,097,848	1,121,165

Leon County Fiscal Year 2022 Tentative Budget

Office of Management and Budget

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-130-513 Office of Management & Budget				
51200 Regular Salaries And Wages	451,065	456,814	502,739	516,417
51500 Special Pay	0	3,600	3,600	3,600
52100 Fica Taxes	32,754	38,410	38,931	39,977
52200 Retirement Contribution	47,379	57,952	63,788	65,553
52210 Deferred Compensation Match	0	1,293	1,293	1,293
52300 Life & Health Insurance	71,551	93,792	107,330	113,242
52400 Workers Compensation	812	1,045	1,429	1,467
53100 Professional Services	60,950	54,562	55,692	55,692
54000 Travel & Per Diem	2,319	2,920	5,399	7,199
54100 Communications	366	433	433	433
54101 Communication - Phone System	775	685	725	725
54200 Postage	46	115	115	115
54400 Rentals And Leases	7,720	7,645	7,720	7,720
54700 Printing And Binding	3,578	4,180	3,050	3,050
55100 Office Supplies	1,704	2,683	1,661	1,661
55200 Operating Supplies	1,470	1,711	2,231	2,231
55400 Publications, Subscriptions & Membe	1,150	575	1,597	1,597
55401 Training	1,145	481	992	1,323
58229 Tall Trust For Historic Preservation	63,175	63,175	63,175	63,175
001-130-513 Totals	747,958	792,071	861,900	886,470
Office of Management and Budget Totals	747,958	792,071	861,900	886,470

Leon County Fiscal Year 2022 Tentative Budget

Purchasing

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-140-513 Procurement					
51200 Regular Salaries And Wages		334,315	290,368	353,665	364,275
51500 Special Pay		0	7,100	7,100	7,100
52100 Fica Taxes		24,704	26,767	27,881	28,694
52200 Retirement Contribution		28,445	33,782	38,266	39,414
52210 Deferred Compensation Match		982	878	878	878
52300 Life & Health Insurance		40,431	58,412	47,834	49,972
52400 Workers Compensation		602	718	5,042	5,192
53400 Other Contractual Services		18,000	21,801	21,801	21,801
54000 Travel & Per Diem		273	2,743	5,072	6,763
54101 Communication - Phone System		740	855	915	915
54102 DMS Centrex Billing		175	175	225	225
54200 Postage		265	375	375	375
54400 Rentals And Leases		3,895	3,910	3,530	3,530
54505 Vehicle Coverage		379	431	510	510
54600 Repairs And Maintenance		-440	1,412	1,412	1,412
54601 Vehicle Repair		764	865	699	699
54700 Printing And Binding		0	150	150	150
54900 Other Current Charges & Obligations		3,305	4,179	4,179	4,179
55100 Office Supplies		554	1,675	1,675	1,675
55200 Operating Supplies		63	2,405	2,405	2,405
55210 Fuel & Oil		121	550	550	550
55300 Road Materials And Supplies		285	0	0	0
55400 Publications, Subscriptions & Membe		474	1,430	1,430	1,430
55401 Training		1,245	1,751	3,610	4,813
56400 Machinery And Equipment		0	5,880	0	0
	001-140-513 Totals	459,575	468,612	529,204	546,957
001-141-513 Warehouse					
51200 Regular Salaries And Wages		81,281	72,478	61,133	62,927
51400 Overtime		56	0	0	0
51500 Special Pay		0	800	800	800
52100 Fica Taxes		6,084	5,917	4,686	4,827
52200 Retirement Contribution		8,021	7,248	4,446	4,579
52210 Deferred Compensation Match		611	1,641	1,641	1,641
52300 Life & Health Insurance		10,061	21,362	34,447	36,506
52400 Workers Compensation		4,795	3,524	5,367	5,528
53400 Other Contractual Services		134	884	884	884
54100 Communications		0	456	456	456
54600 Repairs And Maintenance		300	426	426	426
54601 Vehicle Repair		189	930	702	702
55100 Office Supplies		283	300	300	300
55200 Operating Supplies		357	1,165	1,165	1,165
55210 Fuel & Oil		78	0	0	0
55299 Reimbursable Supplies		4,680	0	0	0
	001-141-513 Totals	116,929	117,131	116,453	120,741
	Purchasing Totals	576,504	585,743	645,657	667,698

Leon County Fiscal Year 2022 Tentative Budget

Risk Management

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
501-132-513 Risk Management				
51200 Regular Salaries And Wages	129,453	92,899	80,801	83,104
51500 Special Pay	0	1,600	1,600	1,600
52100 Fica Taxes	9,306	7,132	6,206	6,383
52200 Retirement Contribution	14,351	15,180	8,306	8,555
52300 Life & Health Insurance	19,301	17,369	18,200	19,249
52400 Workers Compensation	227	190	219	225
53100 Professional Services	70,222	72,344	79,344	79,344
54000 Travel & Per Diem	0	1,900	1,900	1,900
54100 Communications	32	360	360	360
54101 Communication - Phone System	290	275	295	295
54200 Postage	16	160	160	160
55100 Office Supplies	1,280	300	300	300
55200 Operating Supplies	330	950	950	950
55400 Publications, Subscriptions & Membe	385	1,025	1,025	1,025
55401 Training	0	900	900	900
501-132-513 Totals	245,194	212,584	200,566	204,350
Risk Management Totals	245,194	212,584	200,566	204,350

Leon County Fiscal Year 2022 Tentative Budget

Tourism Development

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-888-573 COCA Contract					
58215 Local Arts Agency Program (837)		150,000	150,000	150,000	150,000
	001-888-573 Totals	150,000	150,000	150,000	150,000
160-301-552 Administration					
51200 Regular Salaries And Wages		235,128	231,157	234,566	241,682
51250 Regular OPS Salaries		16,630	16,878	17,347	17,867
51500 Special Pay		0	1,100	1,100	1,100
52100 Fica Taxes		18,581	19,255	19,513	20,096
52200 Retirement Contribution		46,228	49,284	53,073	54,667
52210 Deferred Compensation Match		490	766	766	766
52300 Life & Health Insurance		33,756	33,978	35,900	37,986
52400 Workers Compensation		453	535	724	747
53400 Other Contractual Services		119,412	136,000	161,500	162,900
54000 Travel & Per Diem		966	5,000	7,500	7,725
54100 Communications		0	480	480	480
54101 Communication - Phone System		265	270	290	290
54102 DMS Centrex Billing		1,185	1,180	0	0
54400 Rentals And Leases		44,928	8,275	10,925	11,136
54505 Vehicle Coverage		366	416	492	492
54600 Repairs And Maintenance		440	5,000	15,000	15,150
54601 Vehicle Repair		633	840	720	720
54900 Other Current Charges & Obligations		2,064	1,971	2,000	2,060
55100 Office Supplies		1,557	1,000	1,500	1,545
55200 Operating Supplies		1,737	3,000	3,000	3,090
55210 Fuel & Oil		76	345	345	345
55400 Publications, Subscriptions & Membe		545	2,000	3,000	3,060
55401 Training		2,745	2,000	3,000	3,000
	160-301-552 Totals	528,186	520,730	572,741	586,904
160-302-552 Advertising					
53400 Other Contractual Services		726,187	840,710	965,865	966,905
	160-302-552 Totals	726,187	840,710	965,865	966,905
160-303-552 Marketing					
51200 Regular Salaries And Wages		496,001	483,941	499,071	514,123
51250 Regular OPS Salaries		16,630	16,878	17,347	17,867
51500 Special Pay		0	2,000	2,000	2,000
52100 Fica Taxes		38,248	39,970	41,130	42,319
52200 Retirement Contribution		43,853	50,394	56,166	57,848
52300 Life & Health Insurance		38,180	58,387	60,682	66,540
52400 Workers Compensation		1,705	1,933	2,671	2,752
53400 Other Contractual Services		83,652	65,200	115,000	117,490
54000 Travel & Per Diem		18,671	31,558	45,000	46,350
54100 Communications		6,274	6,623	9,120	9,120
54101 Communication - Phone System		1,140	1,090	1,165	1,165
54200 Postage		1,691	6,700	5,000	5,000
54400 Rentals And Leases		9,796	8,420	10,025	10,025
54600 Repairs And Maintenance		1,620	0	0	0
54700 Printing And Binding		8,412	5,000	5,000	5,000
54800 Promotional Activities		46,955	26,557	20,000	20,400
54860 TDC Direct Sales Promotions		11,340	30,000	31,000	31,900
54861 TDC Community Relations		6,006	15,000	15,000	15,450
54862 TDC Merchandise		7,208	6,000	8,500	8,680
54900 Other Current Charges & Obligations		439,762	413,029	535,000	552,051
54948 Other Current Charges / Other		213,514	215,000	250,000	256,450
55100 Office Supplies		2,533	3,000	3,700	3,700
55200 Operating Supplies		2,375	4,000	5,000	5,000
55250 Operating Supplies / Uniforms		394	3,500	3,500	3,500
55400 Publications, Subscriptions & Membe		9,863	13,000	24,000	24,520
55401 Training		-275	3,000	10,000	10,000

Leon County Fiscal Year 2022 Tentative Budget

Tourism Development

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
160-303-552 Marketing					
58160 TDC Local T&E		1,468	1,500	2,000	2,000
58320 Sponsorships & Contributions		30,290	30,000	32,155	33,263
	160-303-552 Totals	1,537,307	1,541,680	1,809,232	1,864,513
160-304-552 Special Projects					
58300 Other Grants & Aids		350,922	450,000	600,000	600,000
	160-304-552 Totals	350,922	450,000	600,000	600,000
160-888-573 Council on Culture & Arts (COCA)					
58214 Cultural Resource Grant Prog (837)		346,152	0	0	0
58215 Local Arts Agency Program (837)		1,139,310	877,347	903,667	930,777
	160-888-573 Totals	1,485,462	877,347	903,667	930,777
	Tourism Development Totals	4,778,063	4,380,467	5,001,505	5,099,099

Leon County Fiscal Year 2022 Tentative Budget

Library Services

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-240-571 Lib - Policy, Planning, & Operations				
51200 Regular Salaries And Wages	269,431	572,283	551,746	565,349
51500 Special Pay	0	2,900	2,900	2,900
52100 Fica Taxes	19,346	44,250	42,679	43,719
52200 Retirement Contribution	40,416	74,094	78,154	80,180
52210 Deferred Compensation Match	172	1,203	1,203	1,203
52300 Life & Health Insurance	72,994	133,905	132,646	140,054
52400 Workers Compensation	485	1,216	1,570	1,610
53100 Professional Services	199,015	99,840	99,840	99,840
53400 Other Contractual Services	6,400	3,950	3,950	3,950
54000 Travel & Per Diem	522	608	1,125	1,500
54100 Communications	2,069	1,980	2,580	2,180
54101 Communication - Phone System	5,925	5,080	5,435	5,435
54102 DMS Centrex Billing	6,920	6,500	8,250	8,250
54200 Postage	16,684	17,659	17,659	17,659
54400 Rentals And Leases	42,720	43,230	46,375	46,375
54600 Repairs And Maintenance	0	1,700	1,700	1,700
54700 Printing And Binding	0	500	500	500
54800 Promotional Activities	3,122	2,500	2,500	2,500
55100 Office Supplies	4,185	15,540	15,540	15,540
55200 Operating Supplies	29,969	38,062	38,062	38,062
55400 Publications, Subscriptions & Membe	6,331	6,730	6,730	6,730
55401 Training	498	3,358	6,923	9,231
001-240-571 Totals	727,203	1,077,088	1,068,067	1,094,467
001-241-571 Library Public Services				
51200 Regular Salaries And Wages	2,900,651	3,121,568	2,779,686	3,090,550
51250 Regular OPS Salaries	22,663	24,717	24,717	24,717
51400 Overtime	222	0	0	0
51500 Special Pay	0	11,400	11,400	11,400
52100 Fica Taxes	213,160	243,195	231,479	237,652
52200 Retirement Contribution	271,364	332,766	341,950	351,203
52210 Deferred Compensation Match	8,644	16,076	16,076	16,076
52300 Life & Health Insurance	629,024	790,382	817,414	864,232
52400 Workers Compensation	5,457	8,786	11,235	11,544
53400 Other Contractual Services	41,264	252,431	254,970	254,970
54000 Travel & Per Diem	121	1,415	2,615	3,487
54100 Communications	1,070	1,200	1,200	1,200
54200 Postage	0	2,000	2,000	2,000
54505 Vehicle Coverage	1,803	2,049	2,426	2,426
54600 Repairs And Maintenance	2,058	37,129	37,628	38,137
54601 Vehicle Repair	3,585	4,080	3,334	3,334
54700 Printing And Binding	327	8,500	8,500	8,500
54800 Promotional Activities	346	850	4,865	4,865
54900 Other Current Charges & Obligations	1,459	1,695	1,695	1,695
55100 Office Supplies	11,922	37,206	37,206	37,206
55200 Operating Supplies	29,112	73,527	69,512	69,512
55210 Fuel & Oil	2,841	4,195	4,165	4,165
55400 Publications, Subscriptions & Membe	1,528	6,290	6,290	6,290
55401 Training	-1,105	1,304	2,689	3,586
55408 Machinery and Equipment $1,000 - $19,999	2,930	0	0	0
56600 Books, Publications & Libr Material	0	538,325	538,325	538,325
001-241-571 Totals	4,150,446	5,521,086	5,211,377	5,587,072
001-242-571 Library Collection Services				
51200 Regular Salaries And Wages	486,936	0	0	0
52100 Fica Taxes	34,596	0	0	0
52200 Retirement Contribution	44,042	0	0	0
52210 Deferred Compensation Match	2,196	0	0	0
52300 Life & Health Insurance	147,889	0	0	0
52400 Workers Compensation	2,223	0	0	0

Leon County Fiscal Year 2022 Tentative Budget

Library Services

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-242-571 Library Collection Services				
53400 Other Contractual Services	105,734	0	0	0
54200 Postage	969	0	0	0
54700 Printing And Binding	105	0	0	0
55200 Operating Supplies	18,014	0	0	0
55400 Publications, Subscriptions & Membe	674	0	0	0
55401 Training	626	0	0	0
56600 Books, Publications & Libr Material	402,396	0	0	0
001-242-571 Totals	1,246,402	0	0	0
Library Services Totals	6,124,051	6,598,174	6,279,444	6,681,539

Leon County Fiscal Year 2022 Tentative Budget

Emergency Medical Services

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
135-185-526 Emergency Medical Services				
51200 Regular Salaries And Wages	6,955,247	7,207,395	7,575,731	7,761,328
51250 Regular OPS Salaries	674,078	390,875	391,271	391,759
51400 Overtime	325,813	1,278,513	1,278,513	1,278,513
51500 Special Pay	16,650	15,000	15,000	15,000
52100 Fica Taxes	505,333	586,174	659,717	673,959
52200 Retirement Contribution	1,669,266	1,761,363	2,001,576	2,046,639
52210 Deferred Compensation Match	11,973	16,620	16,620	16,620
52300 Life & Health Insurance	1,277,646	1,563,830	1,833,174	1,935,922
52400 Workers Compensation	323,976	382,060	527,611	539,916
53100 Professional Services	13,316	56,580	62,205	62,205
53400 Other Contractual Services	4,839,057	4,323,473	4,572,785	4,618,862
54000 Travel & Per Diem	4,510	14,800	14,810	14,810
54100 Communications	51,387	57,200	57,200	57,200
54101 Communication - Phone System	5,460	6,280	6,780	6,780
54102 DMS Centrex Billing	1,100	525	670	670
54200 Postage	3,161	2,000	2,000	2,000
54300 Utility Services	12,739	60,000	60,000	60,000
54400 Rentals And Leases	11,715	8,690	8,710	8,710
54505 Vehicle Coverage	108,377	123,154	145,777	145,777
54600 Repairs And Maintenance	144,797	146,122	146,122	146,122
54601 Vehicle Repair	413,503	457,445	380,776	380,776
54700 Printing And Binding	647	10,000	10,000	10,000
54800 Promotional Activities	22,867	23,500	23,500	23,500
54900 Other Current Charges & Obligations	0	600,000	946,041	946,041
55100 Office Supplies	2,716	8,015	8,015	8,015
55200 Operating Supplies	871,318	743,440	760,305	760,305
55210 Fuel & Oil	213,538	372,290	356,355	356,355
55400 Publications, Subscriptions & Membe	875	7,925	7,925	7,925
55401 Training	41,778	75,600	87,850	87,850
56400 Machinery And Equipment	0	38,000	38,000	38,000
135-185-526 Totals	18,522,843	20,336,869	21,995,039	22,401,559
Emergency Medical Services Totals	18,522,843	20,336,869	21,995,039	22,401,559

Leon County Fiscal Year 2022 Tentative Budget

Animal Control

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
140-201-562 Animal Control				
51200 Regular Salaries And Wages	328,345	325,231	337,167	345,754
51400 Overtime	6,140	24,479	24,479	24,479
51500 Special Pay	0	8,800	8,800	8,800
52100 Fica Taxes	24,588	26,001	26,540	27,197
52200 Retirement Contribution	28,346	32,231	35,786	36,717
52210 Deferred Compensation Match	456	1,312	1,312	1,312
52300 Life & Health Insurance	44,644	87,041	86,162	90,675
52400 Workers Compensation	5,464	6,439	11,691	11,902
53300 Court Reporter Services	0	4,170	4,170	4,170
53400 Other Contractual Services	1,285,234	1,144,309	1,175,942	1,185,571
54000 Travel & Per Diem	236	139	256	342
54100 Communications	5,419	5,880	5,880	5,880
54101 Communication - Phone System	1,085	1,095	1,190	1,190
54200 Postage	0	300	300	300
54505 Vehicle Coverage	6,630	7,534	8,918	8,918
54600 Repairs And Maintenance	345	400	400	400
54601 Vehicle Repair	15,583	18,720	15,577	15,577
54700 Printing And Binding	293	1,800	1,800	1,800
54800 Promotional Activities	1,134	3,500	3,500	3,500
54908 Other Current Charges & Obligations	0	1,200	1,200	1,200
55100 Office Supplies	55	1,397	1,397	1,397
55200 Operating Supplies	13,082	10,392	10,392	10,392
55210 Fuel & Oil	19,100	27,615	27,535	27,535
55400 Publications, Subscriptions & Membe	240	733	733	733
55401 Training	3,883	3,922	8,086	10,781
58226 St Francis Wildlife Assn (851)	71,250	71,250	71,250	71,250
140-201-562 Totals	1,861,553	1,815,890	1,870,463	1,897,772
Animal Control Totals	1,861,553	1,815,890	1,870,463	1,897,772

Leon County Fiscal Year 2022 Tentative Budget

County Probation

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-888-523 Line Item - Detention/Correction					
58230 Disc Village/JAC		222,759	222,759	222,759	222,759
58253 Domestic Violence Coordinating Council		25,000	25,000	25,000	25,000
	001-888-523 Totals	247,759	247,759	247,759	247,759
110-508-569 Diversionary Programs					
53400 Other Contractual Services		62,273	100,000	100,000	100,000
	110-508-569 Totals	62,273	100,000	100,000	100,000
111-542-523 County Probation					
51200 Regular Salaries And Wages		769,387	781,482	828,019	851,963
51400 Overtime		64	0	0	0
51500 Special Pay		0	9,200	9,200	9,200
52100 Fica Taxes		54,633	62,795	63,618	65,446
52200 Retirement Contribution		70,968	84,955	93,205	95,905
52210 Deferred Compensation Match		1,104	3,169	3,169	3,169
52300 Life & Health Insurance		191,191	218,206	243,431	257,659
52400 Workers Compensation		24,565	29,350	43,108	44,401
53400 Other Contractual Services		4,114	4,470	4,470	4,470
54000 Travel & Per Diem		166	2,459	1,844	2,459
54100 Communications		0	636	636	636
54101 Communication - Phone System		5,880	6,100	6,665	6,665
54200 Postage		390	2,359	2,359	2,359
54400 Rentals And Leases		4,220	4,690	3,955	3,955
54700 Printing And Binding		423	790	790	790
55100 Office Supplies		2,372	6,131	6,131	6,131
55200 Operating Supplies		7,132	10,295	10,295	10,295
55400 Publications, Subscriptions & Membe		300	300	300	300
55401 Training		175	538	1,110	1,480
	111-542-523 Totals	1,137,086	1,227,925	1,322,305	1,367,283
	County Probation Totals	1,447,117	1,575,684	1,670,064	1,715,042

Leon County Fiscal Year 2022 Tentative Budget

Supervised Pretrial Release

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
111-544-523 Pretrial Release				
51200 Regular Salaries And Wages	669,776	650,167	678,962	697,876
51400 Overtime	6,829	0	0	0
51500 Special Pay	0	4,700	4,700	4,700
52100 Fica Taxes	48,941	49,983	52,188	53,632
52200 Retirement Contribution	59,863	65,016	73,464	75,510
52210 Deferred Compensation Match	1,264	654	654	654
52300 Life & Health Insurance	188,078	193,201	204,211	216,149
52400 Workers Compensation	22,260	24,014	36,530	37,537
53400 Other Contractual Services	37,454	65,400	66,000	66,000
53450 Other Contractual Services - GPS	459,391	373,151	570,000	570,000
54000 Travel & Per Diem	455	3,099	1,874	2,499
54100 Communications	439	1,241	1,241	1,241
54101 Communication - Phone System	2,640	2,675	2,885	2,885
54102 DMS Centrex Billing	530	525	670	670
54200 Postage	316	2,000	2,000	2,000
54400 Rentals And Leases	7,175	6,380	7,550	7,550
54700 Printing And Binding	273	459	459	459
55100 Office Supplies	465	2,100	2,100	2,100
55200 Operating Supplies	3,249	6,881	6,881	6,881
55400 Publications, Subscriptions & Membe	25	275	275	275
55408 Machinery and Equipment $1,000 - $19,999	2,472	0	0	0
111-544-523 Totals	1,511,894	1,451,921	1,712,644	1,748,618
Supervised Pretrial Release Totals	1,511,894	1,451,921	1,712,644	1,748,618

Leon County Fiscal Year 2022 Tentative Budget

Veteran Services

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-390-553 Veteran Services				
51200 Regular Salaries And Wages	130,784	132,922	138,068	142,116
51400 Overtime	250	1,200	1,200	1,200
51500 Special Pay	0	1,100	1,100	1,100
52100 Fica Taxes	9,160	10,443	8,405	8,648
52200 Retirement Contribution	11,189	13,238	11,440	11,784
52210 Deferred Compensation Match	0	1,531	1,531	1,531
52300 Life & Health Insurance	35,050	43,365	25,023	26,281
52400 Workers Compensation	235	281	302	310
54000 Travel & Per Diem	895	3,062	5,662	7,550
54101 Communication - Phone System	1,135	1,140	1,230	1,230
54200 Postage	212	750	750	750
54400 Rentals And Leases	4,040	0	6,365	6,365
54600 Repairs And Maintenance	180	160	160	160
54700 Printing And Binding	75	1,000	1,000	1,000
54800 Promotional Activities	2,851	800	800	800
54900 Other Current Charges & Obligations	1,725	1,750	1,750	1,750
55100 Office Supplies	1,653	1,500	1,500	1,500
55200 Operating Supplies	194	300	300	300
55400 Publications, Subscriptions & Membe	0	280	280	280
55401 Training	0	255	525	700
58256 Veterans Day Parade	5,130	5,000	5,000	5,000
58258 Operation Thank You!	7,825	20,900	20,900	20,900
58261 Honor Flight	20,000	20,000	20,000	20,000
58264 North Florida Homeless Veterans Stand Down	0	10,000	10,000	10,000
58345 Emergency Assistance	0	0	62,000	62,000
58349 Military Personnel Grant Program	38,500	33,000	33,000	33,000
001-390-553 Totals	271,082	303,977	358,291	366,255
Veteran Services Totals	271,082	303,977	358,291	366,255

Leon County Fiscal Year 2022 Tentative Budget

Housing Services

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-371-569 Housing Services					
51200 Regular Salaries And Wages		360,853	341,414	350,123	360,594
51250 Regular OPS Salaries		4,226	29,120	15,000	15,000
51400 Overtime		337	2,000	3,000	3,000
51500 Special Pay		0	3,700	3,700	3,700
52100 Fica Taxes		26,150	28,257	29,151	29,957
52200 Retirement Contribution		28,980	33,695	37,687	38,743
52210 Deferred Compensation Match		573	985	985	985
52300 Life & Health Insurance		66,753	86,289	104,905	110,602
52400 Workers Compensation		669	763	1,166	1,198
53400 Other Contractual Services		321	588	588	588
54000 Travel & Per Diem		1,971	2,824	5,221	6,961
54100 Communications		322	456	456	456
54101 Communication - Phone System		1,275	1,555	1,675	1,675
54102 DMS Centrex Billing		705	705	890	890
54200 Postage		76	1,600	1,600	1,600
54400 Rentals And Leases		5,650	4,070	7,485	7,485
54505 Vehicle Coverage		559	636	752	752
54600 Repairs And Maintenance		0	2,235	2,235	2,235
54601 Vehicle Repair		804	1,830	1,671	1,671
54700 Printing And Binding		205	2,500	2,500	2,500
54800 Promotional Activities		2,090	3,511	3,511	3,511
54900 Other Current Charges & Obligations		1,756	2,800	2,800	2,800
55100 Office Supplies		2,439	3,522	3,342	3,342
55200 Operating Supplies		4,116	23,451	21,451	21,451
55210 Fuel & Oil		502	1,240	1,240	1,240
55400 Publications, Subscriptions & Membe		5,451	10,800	5,800	5,800
55401 Training		0	1,128	2,325	3,100
58200 Aids To Private Organizations		75,000	0	0	0
585000 Housing Grants & Aids		0	10,000	15,000	15,000
587000 Rental Housing		893	0	0	0
	001-371-569 Totals	592,675	601,674	626,259	646,836
124-932052-554 SHIP 2017-2020					
51200 Regular Salaries And Wages		9,125	0	0	0
52100 Fica Taxes		677	0	0	0
52200 Retirement Contribution		773	0	0	0
52300 Life & Health Insurance		1,971	0	0	0
52400 Workers Compensation		16	0	0	0
54900 Other Current Charges & Obligations		17,236	0	0	0
55200 Operating Supplies		400	0	0	0
56400 Machinery And Equipment		52	0	0	0
58300 Other Grants & Aids		15,000	0	0	0
585000 Housing Grants & Aids		93,144	0	0	0
587000 Rental Housing		53	0	0	0
	124-932052-554 Totals	138,446	0	0	0
124-932054-554 SHIP 2019-2022					
585000 Housing Grants & Aids		262,120	0	0	0
	124-932054-554 Totals	262,120	0	0	0
124-932056-554 SHIP 2020-2023					
585000 Housing Grants & Aids		0	85,000	0	0
	124-932056-554 Totals	0	85,000	0	0
124-932058-554 SHIP 2021-2024					
585000 Housing Grants & Aids		0	0	741,540	741,540
	124-932058-554 Totals	0	0	741,540	741,540
	Housing Services Totals	993,240	686,674	1,367,799	1,388,376

Leon County Fiscal Year 2022 Tentative Budget

Human Services

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-190-562 Health Department					
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
001-370-527 Medical Examiner					
54506 Property Insurance		0	2,750	2,750	2,750
58346 Medical Examiner		479,919	581,416	645,096	662,538
58351 Medical Examiner Facility Operating Costs		59,949	133,709	84,709	73,709
	001-370-527 Totals	539,868	717,875	732,555	738,997
001-370-562 Tubercular Care & Child Protection Exams					
58340 Tubercular Care-transportation		0	2,000	1,000	1,000
58342 Child Protection Exams		18,250	59,000	49,000	49,000
	001-370-562 Totals	18,250	61,000	50,000	50,000
001-370-563 Baker Act & Marchman Act					
53101 Baker Act Payments		352,887	366,462	319,078	319,078
53102 Mental Health & Alcohol		258,118	271,694	319,078	319,078
	001-370-563 Totals	611,005	638,156	638,156	638,156
001-370-564 Medicaid & Indigent Burials					
58341 Indigent Burial		75,570	84,400	84,400	84,400
58343 Medicaid		3,327,654	3,430,403	3,166,353	3,533,315
	001-370-564 Totals	3,403,224	3,514,803	3,250,753	3,617,715
001-370-569 CHSP & Emergency Assistance					
51200 Regular Salaries And Wages		28,506	8,884	48,749	50,194
52100 Fica Taxes		1,948	3,043	3,332	3,430
52200 Retirement Contribution		2,422	3,977	4,654	4,794
52210 Deferred Compensation Match		0	112	112	112
52300 Life & Health Insurance		9,730	16,519	17,515	18,554
52400 Workers Compensation		51	85	123	126
54100 Communications		630	1,000	1,000	1,000
54600 Repairs And Maintenance		29,512	43,210	3,210	3,210
54900 Other Current Charges & Obligations		481	1,000	1,000	1,000
55200 Operating Supplies		1,942	5,000	5,000	5,000
55400 Publications, Subscriptions & Membe		0	0	1,000	1,000
58246 United Partners for Human Services		23,750	23,750	23,750	23,750
58247 Whole Child Leon		38,000	38,000	38,000	38,000
58344 Human Service Grants		1,259,223	1,445,000	1,445,000	1,445,000
58345 Emergency Assistance		22,642	102,000	40,000	40,000
	001-370-569 Totals	1,418,838	1,691,580	1,632,445	1,635,170
001-971-562 Primary Health Care					
51200 Regular Salaries And Wages		51,908	50,770	52,420	53,993
51500 Special Pay		0	900	900	900
52100 Fica Taxes		3,233	3,982	4,108	4,228
52200 Retirement Contribution		4,499	5,077	5,672	5,842
52300 Life & Health Insurance		19,645	21,178	22,352	23,600
52400 Workers Compensation		93	108	149	154
53400 Other Contractual Services		5,918	0	9,000	0
54200 Postage		77	250	250	250
54800 Promotional Activities		0	500	500	500
54900 Other Current Charges & Obligations		1,562,230	1,739,582	1,739,582	1,739,582
55100 Office Supplies		581	780	780	780
55200 Operating Supplies		173	500	500	500
55400 Publications, Subscriptions & Membe		101	250	250	250
55401 Training		0	182	375	500
	001-971-562 Totals	1,648,459	1,824,059	1,836,838	1,831,079

Leon County Fiscal Year 2022 Tentative Budget

Human Services

Human Services Totals	7,876,988	8,684,818	8,378,092	8,748,462

Leon County Fiscal Year 2022 Tentative Budget

Cooperative Extension

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-361-537 Cooperative Extension				
54101 Communication - Phone System	1,495	1,295	1,355	1,355
54102 DMS Centrex Billing	530	525	670	670
54505 Vehicle Coverage	401	456	539	539
54601 Vehicle Repair	1,572	1,270	1,344	1,344
55210 Fuel & Oil	233	715	715	715
58100 Aids To Government Agencies	490,018	438,070	443,414	456,717
001-361-537 Totals	494,250	442,331	448,037	461,340
Cooperative Extension Totals	494,250	442,331	448,037	461,340

Leon County Fiscal Year 2022 Tentative Budget

Office of Sustainability

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-127-513 Office of Sustainability				
51200 Regular Salaries And Wages	121,429	119,717	124,018	127,706
51250 Regular OPS Salaries	12,088	26,478	26,478	26,478
52100 Fica Taxes	10,090	11,598	11,904	12,187
52200 Retirement Contribution	11,314	11,811	13,299	13,698
52210 Deferred Compensation Match	130	0	0	0
52300 Life & Health Insurance	9,152	14,514	15,038	15,583
52400 Workers Compensation	240	309	425	436
53100 Professional Services	23,150	23,480	19,650	19,650
53400 Other Contractual Services	6,642	0	0	0
54000 Travel & Per Diem	1,497	1,278	2,362	3,150
54101 Communication - Phone System	95	75	80	80
54300 Utility Services	0	500	500	500
54505 Vehicle Coverage	382	434	514	514
54600 Repairs And Maintenance	0	5,500	5,500	5,500
54601 Vehicle Repair	78	465	636	636
54700 Printing And Binding	0	1,200	1,200	1,200
54800 Promotional Activities	6,402	57,525	57,525	57,525
54900 Other Current Charges & Obligations	13,079	23,500	3,500	23,500
55100 Office Supplies	0	250	250	250
55200 Operating Supplies	5,852	23,995	30,075	30,075
55400 Publications, Subscriptions & Membe	7,600	7,935	5,685	5,685
55401 Training	1,528	800	1,650	2,200
001-127-513 Totals	230,748	331,364	320,289	346,553
Office of Sustainability Totals	230,748	331,364	320,289	346,553

Leon County Fiscal Year 2022 Tentative Budget

Facilities Management

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-150-519 Facilities Management				
51200 Regular Salaries And Wages	1,669,344	1,641,317	1,678,037	1,725,122
51400 Overtime	42,357	53,000	53,000	53,000
51500 Special Pay	0	10,400	10,400	10,400
52100 Fica Taxes	120,539	126,245	129,834	133,438
52200 Retirement Contribution	169,298	172,403	216,564	222,741
52210 Deferred Compensation Match	8,105	7,655	7,655	7,655
52300 Life & Health Insurance	500,863	536,518	567,393	599,920
52400 Workers Compensation	43,087	46,926	64,264	66,051
53100 Professional Services	0	0	-206,653	-212,853
53400 Other Contractual Services	1,954,425	2,426,928	2,400,787	2,420,850
54000 Travel & Per Diem	1,142	4,330	8,005	10,674
54100 Communications	14,557	10,069	10,069	10,069
54101 Communication - Phone System	1,530	1,540	1,695	1,695
54102 DMS Centrex Billing	6,550	6,720	8,515	8,515
54200 Postage	-527	200	200	200
54300 Utility Services	1,950,988	1,990,021	1,639,411	1,625,798
54400 Rentals And Leases	40,232	39,075	40,415	40,915
54505 Vehicle Coverage	11,623	13,208	18,334	15,634
54600 Repairs And Maintenance	792,001	630,359	744,735	759,035
54601 Vehicle Repair	31,297	54,850	52,148	48,846
54700 Printing And Binding	53	2,100	2,100	2,100
55100 Office Supplies	5,961	13,119	13,119	13,119
55200 Operating Supplies	145,070	104,350	104,350	104,350
55210 Fuel & Oil	25,486	41,565	44,880	41,455
55400 Publications, Subscriptions & Membe	1,356	5,506	5,506	5,506
55401 Training	1,163	4,074	8,400	11,200
55408 Machinery and Equipment $1,000 - $19,999	10,512	0	22,500	0
56400 Machinery And Equipment	0	10,000	0	0
001-150-519 Totals	7,547,010	7,952,478	7,645,663	7,725,435
001-152-519 Facilities - Detention Center				
51200 Regular Salaries And Wages	0	365,102	368,798	379,863
52100 Fica Taxes	0	27,931	28,489	29,337
52200 Retirement Contribution	0	28,508	39,905	41,101
52300 Life & Health Insurance	0	130,733	81,100	85,682
52400 Workers Compensation	0	14,999	25,012	25,762
53400 Other Contractual Services	0	0	256,146	256,146
54000 Travel & Per Diem	0	0	2,250	3,000
54100 Communications	0	0	3,240	3,240
54300 Utility Services	0	1,215,530	1,248,996	1,251,421
54400 Rentals And Leases	0	0	5,000	5,000
54600 Repairs And Maintenance	0	660,885	402,306	408,690
55100 Office Supplies	0	0	3,000	3,000
55200 Operating Supplies	0	0	1,080	1,080
55400 Publications, Subscriptions & Membe	0	0	1,940	1,940
55401 Training	0	0	3,750	5,000
001-152-519 Totals	0	2,443,688	2,471,012	2,500,262
001-410-529 Public Safety Complex Facilities				
51200 Regular Salaries And Wages	155,465	145,914	149,267	152,771
51400 Overtime	2,649	15,000	15,000	15,000
52100 Fica Taxes	11,311	11,326	11,445	11,712
52200 Retirement Contribution	13,846	14,565	16,151	16,530
52210 Deferred Compensation Match	330	0	0	0
52300 Life & Health Insurance	37,969	38,368	47,617	50,412
52400 Workers Compensation	5,146	5,673	8,013	8,251
53100 Professional Services	0	10,000	10,000	10,000
53400 Other Contractual Services	550,640	740,810	726,477	728,577
54000 Travel & Per Diem	592	811	1,500	2,000
54100 Communications	2,574	6,400	6,000	6,000

Leon County Fiscal Year 2022 Tentative Budget

Facilities Management

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-410-529 Public Safety Complex Facilities				
54200 Postage	0	250	250	250
54300 Utility Services	343,727	351,171	351,171	351,171
54400 Rentals And Leases	3,645	3,465	3,355	3,355
54500 Insurance	0	2,138	2,138	2,138
54506 Property Insurance	68,384	104,498	104,498	104,498
54600 Repairs And Maintenance	47,975	161,380	226,500	226,500
55100 Office Supplies	107	660	660	660
55200 Operating Supplies	66,902	41,940	51,940	51,940
55400 Publications, Subscriptions & Membe	99	1,429	1,429	1,429
55401 Training	2,883	1,637	3,375	4,500
55408 Machinery and Equipment $1,000 - $19,999	27,564	0	3,500	0
56400 Machinery And Equipment	0	10,000	0	0
001-410-529 Totals	1,341,809	1,667,435	1,740,286	1,747,694
165-154-519 County Government Annex				
51200 Regular Salaries And Wages	40,399	33,772	34,784	35,828
51400 Overtime	79	1,000	1,000	1,000
51500 Special Pay	0	600	600	600
52100 Fica Taxes	2,872	2,584	2,661	2,740
52200 Retirement Contribution	3,349	3,377	3,764	3,877
52210 Deferred Compensation Match	56	0	0	0
52300 Life & Health Insurance	14,772	16,281	17,249	18,279
52400 Workers Compensation	1,652	1,642	2,359	2,430
53100 Professional Services	0	60,000	60,000	60,000
53400 Other Contractual Services	287,320	317,049	391,837	399,144
54100 Communications	0	500	500	500
54600 Repairs And Maintenance	52,386	113,949	104,089	104,089
55200 Operating Supplies	6,024	7,176	7,386	7,602
165-154-519 Totals	408,909	557,930	626,229	636,089
166-155-519 Huntington Oaks Plaza Operating				
53100 Professional Services	24,966	15,000	15,157	15,462
53400 Other Contractual Services	52,449	40,370	40,370	40,912
54600 Repairs And Maintenance	14,209	42,750	42,750	42,750
54700 Printing And Binding	0	200	200	200
55200 Operating Supplies	1,164	7,375	7,375	7,375
166-155-519 Totals	92,789	105,695	105,852	106,699
Facilities Management Totals	9,390,517	12,727,226	12,589,042	12,716,179

Leon County Fiscal Year 2022 Tentative Budget

Solid Waste

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
401-416-534 Yard Waste					
51200 Regular Salaries And Wages		11,961	44,844	37,805	38,941
51400 Overtime		483	3,900	3,900	3,900
52100 Fica Taxes		908	3,434	3,143	3,230
52200 Retirement Contribution		1,087	4,485	4,091	4,213
52210 Deferred Compensation Match		3	997	997	997
52300 Life & Health Insurance		3,336	17,194	6,046	6,207
52400 Workers Compensation		934	3,738	4,078	4,200
53400 Other Contractual Services		200,490	313,862	162,480	163,980
54400 Rentals And Leases		0	1,650	1,650	1,650
54600 Repairs And Maintenance		0	7,500	10,000	10,000
54900 Other Current Charges & Obligations		0	200	200	200
55200 Operating Supplies		1,207	1,260	1,260	1,260
55401 Training		0	500	500	500
55408 Machinery and Equipment $1,000 - $19,999		14,188	0	0	0
	401-416-534 Totals	234,597	403,564	236,150	239,278
401-437-534 Rural Waste Service Centers					
51200 Regular Salaries And Wages		306,888	252,332	279,934	287,624
51250 Regular OPS Salaries		79,840	24,950	24,950	24,950
51400 Overtime		20,954	25,000	25,000	25,000
51500 Special Pay		0	2,100	2,100	2,100
52100 Fica Taxes		24,809	21,477	23,062	23,650
52200 Retirement Contribution		33,095	27,883	40,073	41,149
52210 Deferred Compensation Match		983	1,093	1,093	1,093
52300 Life & Health Insurance		70,215	119,759	87,722	92,570
52400 Workers Compensation		24,430	22,859	36,762	37,752
53400 Other Contractual Services		89,844	83,126	83,126	83,126
54000 Travel & Per Diem		0	150	150	150
54100 Communications		709	780	780	780
54200 Postage		0	1,775	2,275	2,275
54300 Utility Services		0	2,780	2,780	2,780
54505 Vehicle Coverage		6,028	6,850	8,108	8,108
54600 Repairs And Maintenance		2,534	47,620	47,620	47,620
54601 Vehicle Repair		31,877	40,170	32,855	32,855
54700 Printing And Binding		85	2,300	2,050	2,050
54900 Other Current Charges & Obligations		105	140	140	140
55100 Office Supplies		96	682	682	682
55200 Operating Supplies		10,722	8,100	7,850	7,850
55210 Fuel & Oil		32,242	50,250	47,905	47,905
55401 Training		0	200	200	200
55408 Machinery and Equipment $1,000 - $19,999		17,362	0	0	0
	401-437-534 Totals	752,821	742,376	757,217	772,409
401-441-534 Transfer Station Operations					
51200 Regular Salaries And Wages		557,636	503,902	509,172	523,451
51400 Overtime		16,515	20,000	20,000	20,000
51500 Special Pay		0	3,300	3,300	3,300
52100 Fica Taxes		41,346	39,488	40,068	41,162
52200 Retirement Contribution		49,784	49,635	57,634	59,261
52210 Deferred Compensation Match		1,777	3,734	3,734	3,734
52300 Life & Health Insurance		116,662	136,531	156,907	165,306
52400 Workers Compensation		37,175	36,553	48,298	49,645
53100 Professional Services		0	10,000	10,000	10,000
53400 Other Contractual Services		7,981,285	9,962,722	8,720,288	8,870,911
54000 Travel & Per Diem		0	800	800	800
54100 Communications		749	1,235	1,235	1,235
54101 Communication - Phone System		320	380	405	405
54400 Rentals And Leases		2,655	4,885	5,570	5,570
54500 Insurance		-3,107	0	0	0
54600 Repairs And Maintenance		87,241	110,694	152,444	152,444

Leon County Fiscal Year 2022 Tentative Budget

Solid Waste

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
401-441-534 Transfer Station Operations				
54601 Vehicle Repair	41,247	63,390	55,030	55,030
54700 Printing And Binding	104	200	200	200
54900 Other Current Charges & Obligations	1,466	450	450	450
55100 Office Supplies	359	1,070	1,520	1,520
55200 Operating Supplies	19,645	17,780	17,780	17,780
55210 Fuel & Oil	111,133	99,825	95,250	95,250
55400 Publications, Subscriptions & Membe	0	200	200	200
55401 Training	0	1,450	1,450	1,450
401-441-534 Totals	9,063,992	11,068,224	9,901,735	10,079,104
401-442-534 Solid Waste Management Facility				
51200 Regular Salaries And Wages	135,338	101,921	104,004	107,124
51400 Overtime	11,841	9,100	9,100	9,100
51500 Special Pay	0	3,000	3,000	3,000
52100 Fica Taxes	10,458	8,217	8,402	8,640
52200 Retirement Contribution	12,755	10,192	11,253	11,590
52210 Deferred Compensation Match	569	1,956	1,956	1,956
52300 Life & Health Insurance	34,174	38,384	39,120	41,238
52400 Workers Compensation	10,790	8,164	10,317	10,627
53100 Professional Services	24,977	53,000	53,000	53,000
53400 Other Contractual Services	66,513	88,520	98,520	98,520
54000 Travel & Per Diem	0	500	500	500
54100 Communications	1,279	700	700	700
54101 Communication - Phone System	850	820	870	870
54102 DMS Centrex Billing	1,970	1,355	1,685	1,685
54200 Postage	96	500	500	500
54300 Utility Services	65,623	69,683	69,683	69,683
54400 Rentals And Leases	5,670	12,440	12,885	12,885
54505 Vehicle Coverage	12,762	14,503	17,167	17,167
54600 Repairs And Maintenance	41,347	42,180	62,180	62,180
54601 Vehicle Repair	37,968	46,555	40,032	40,032
54700 Printing And Binding	0	350	350	350
54900 Other Current Charges & Obligations	0	750	750	750
55100 Office Supplies	603	1,000	1,000	1,000
55200 Operating Supplies	9,338	14,460	14,460	14,460
55210 Fuel & Oil	10,864	9,825	9,365	9,365
55400 Publications, Subscriptions & Membe	0	200	200	200
55401 Training	358	2,700	2,700	2,700
401-442-534 Totals	496,142	540,975	573,699	579,822
401-443-534 Hazardous Waste				
51200 Regular Salaries And Wages	237,895	174,978	214,141	219,581
51400 Overtime	38,027	36,000	8,000	8,000
51500 Special Pay	0	1,500	1,500	1,500
52100 Fica Taxes	20,570	14,005	17,001	17,417
52200 Retirement Contribution	24,845	9,352	23,170	23,758
52210 Deferred Compensation Match	1,752	985	985	985
52300 Life & Health Insurance	24,883	25,258	46,910	49,202
52400 Workers Compensation	20,944	14,544	23,098	23,686
53100 Professional Services	3,720	0	0	0
53400 Other Contractual Services	448,558	380,778	414,695	416,525
54000 Travel & Per Diem	177	2,600	1,600	1,600
54100 Communications	139	0	600	600
54101 Communication - Phone System	225	225	235	235
54200 Postage	8	25	525	525
54300 Utility Services	0	1,410	1,410	1,410
54505 Vehicle Coverage	410	465	551	551
54600 Repairs And Maintenance	1,166	8,000	8,000	8,000
54601 Vehicle Repair	7,810	6,390	5,747	5,747
54700 Printing And Binding	0	1,370	670	670

Leon County Fiscal Year 2022 Tentative Budget

Solid Waste

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
401-443-534 Hazardous Waste					
54800 Promotional Activities		1,085	4,300	4,300	4,300
54900 Other Current Charges & Obligations		0	2,000	2,000	2,000
55100 Office Supplies		434	450	450	450
55200 Operating Supplies		82,447	49,300	46,000	46,000
55210 Fuel & Oil		499	990	995	995
55400 Publications, Subscriptions & Membe		150	601	751	751
55401 Training		509	200	600	600
	401-443-534 Totals	916,254	735,726	823,934	835,088
	Solid Waste Totals	11,463,806	13,490,865	12,292,735	12,505,701

Leon County Fiscal Year 2022 Tentative Budget

Clerk of the Circuit Court

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-132-586 Clerk - Finance Administration				
59302 Budget Transfers	1,845,539	1,941,920	2,112,646	2,176,025
001-132-586 Totals	1,845,539	1,941,920	2,112,646	2,176,025
110-537-614 Clerk - Article V Expenses				
54913 Clerk Circuit Court Fees	420,865	395,908	395,384	403,292
110-537-614 Totals	420,865	395,908	395,384	403,292
Clerk of the Circuit Court Totals	2,266,404	2,337,828	2,508,030	2,579,317

Leon County Fiscal Year 2022 Tentative Budget

Property Appraiser

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-512-586 Property Appraiser				
59306 Budget Transfer	5,051,875	5,215,123	5,350,215	5,457,219
001-512-586 Totals	5,051,875	5,215,123	5,350,215	5,457,219
Property Appraiser Totals	5,051,875	5,215,123	5,350,215	5,457,219

Leon County Fiscal Year 2022 Tentative Budget

Sheriff

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
110-510-586 Law Enforcement				
51100 Executive Salaries	77,173	76,708	80,034	80,834
51200 Regular Salaries And Wages	22,952,071	22,868,331	25,415,051	27,188,438
51300 Other Salaries & Wages	108,724	237,743	10,400	10,400
51400 Overtime	918,767	1,099,450	1,106,560	1,117,626
51500 Special Pay	211,170	210,300	204,450	212,628
52100 Fica Taxes	1,760,457	1,791,653	1,985,116	2,054,595
52200 Retirement Contribution	5,054,614	4,908,037	5,551,037	6,106,141
52300 Life & Health Insurance	4,244,069	5,072,836	5,705,618	6,162,067
52400 Workers Compensation	416,094	541,678	634,650	634,650
52500 Unemployment Compensation	4,128	10,000	10,000	10,000
52600 Class C Travel	20	0	0	0
53143 Other Administrative / Professional	78,700	35,000	35,000	35,000
53144 Professional Services / Medical	65,847	52,550	56,800	56,800
53400 Other Contractual Services	239,194	317,940	602,540	852,540
53500 Investigations	47,691	100,500	95,000	95,000
54041 Travel and Per Diem	82,442	158,530	159,730	159,730
54042 Travel / Private Vehicle	0	200	200	200
54100 Communications	528,952	484,561	748,842	748,842
54200 Postage	20,353	18,590	19,590	19,590
54300 Utility Services	216,160	24,319	22,578	22,578
54400 Rentals And Leases	125,892	318,571	300,571	300,571
54506 Property Insurance	24,315	0	0	0
54541 Insurance / Auto	325,469	391,248	387,717	387,717
54542 Insurance / Professional Liability	341,424	287,127	308,598	308,598
54600 Repairs And Maintenance	3,778	3,000	3,750	3,750
54641 Repair and Maintenance / Autos	458,791	874,970	1,048,653	1,048,653
54643 Repair and Maintenance / Radios	6,273	26,017	26,017	26,017
54644 Repair and Maintenance / Office Equipment	519,201	556,156	1,052,667	1,052,667
54646 Repair and Maintenance / Facilities	146,917	13,235	9,735	9,735
54700 Printing And Binding	37,881	62,825	62,825	62,825
54942 Other Current Charges / Auto	126,068	115,675	50,367	50,367
54948 Other Current Charges / Other	98,001	310,825	250,575	350,575
54949 Uniform Cleaning	20,985	19,000	19,000	19,000
54950 Tuition Assistance	18,442	47,500	47,500	47,500
55100 Office Supplies	21,708	35,750	35,750	35,750
55200 Operating Supplies	0	22,200	0	0
55240 Data Processing Supplies	18,020	36,000	36,500	36,500
55241 Operating Supplies / Fuel and Lubrication	578,807	911,936	929,644	929,644
55242 Operating Supplies / Ammo	73,305	116,600	116,600	116,600
55244 Operating Supplies / Investigative	9,189	35,180	35,180	35,180
55249 Operating Supplies / Miscellaneous	978,080	515,493	374,163	374,163
55250 Operating Supplies / Uniforms	443,970	420,120	527,575	527,575
55275 Computer Software	68,097	81,700	59,956	59,956
55280 Computer Hardware <$1000 unit	680	43,000	10,000	10,000
55400 Publications, Subscriptions & Membe	144,268	118,224	119,974	119,974
55401 Training	62,476	169,825	179,025	179,025
56415 Machinery and Equipment - Motorcycle/Boat	3,571	130,000	0	0
56441 Machinery and Equipment / Auto	2,079,332	1,588,528	2,045,873	2,045,873
56443 Machinery and Equipment / Radio	0	0	50,790	50,790
56444 Machinery and Equipment / Office	570,469	204,465	428,875	428,875
56448 Machinery and Equipment / Other	523,442	215,400	221,400	221,400
59010 Sheriff - Less SRO Contract	0	-1,422,001	-1,458,806	-1,487,982
59100 Transfer	-656,375	0	0	0
110-510-586 Totals	44,199,101	44,257,495	49,723,670	52,918,957
110-511-586 Corrections				
51100 Executive Salaries	77,174	76,708	80,034	80,034
51200 Regular Salaries And Wages	15,654,827	16,198,160	15,301,031	16,368,646
51300 Other Salaries & Wages	9,678	10,400	0	0
51400 Overtime	1,364,802	848,500	852,300	860,823
51500 Special Pay	67,824	67,338	58,098	58,098

Leon County Fiscal Year 2022 Tentative Budget

Sheriff

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
110-511-586 Corrections				
52100 Fica Taxes	1,232,758	1,243,643	1,174,222	1,244,675
52200 Retirement Contribution	3,753,212	3,569,059	3,748,133	4,122,946
52300 Life & Health Insurance	3,451,182	4,145,092	3,946,048	4,261,732
52400 Workers Compensation	321,504	384,319	467,660	467,660
52500 Unemployment Compensation	3,582	20,000	20,000	20,000
53144 Professional Services / Medical	16,649	19,900	29,150	29,150
53400 Other Contractual Services	6,068,750	6,516,137	6,736,403	6,736,403
53410 Contract Services Promotion	2,220,514	1,300,000	1,425,000	1,425,000
54010 Travel-Local Mileage	8	200	200	200
54041 Travel and Per Diem	9,087	24,160	24,160	24,160
54100 Communications	132,272	87,048	87,048	87,048
54200 Postage	43	1,090	1,090	1,090
54300 Utility Services	1,020,603	20,900	20,900	20,900
54443 Rentals and Leases / Other	34,325	27,113	27,113	27,113
54506 Property Insurance	171,456	0	0	0
54520 Insurance - Property	188,187	0	0	0
54541 Insurance / Auto	0	17,510	19,133	19,133
54542 Insurance / Professional Liability	243,754	229,338	304,068	304,068
54544 Insurance Prisoner/Medical	115,534	126,000	0	0
54641 Repair and Maintenance / Autos	19,568	51,500	51,500	51,500
54644 Repair and Maintenance / Office Equipment	93,604	248,506	301,572	301,572
54646 Repair and Maintenance / Facilities	929,525	101,500	26,500	26,500
54700 Printing And Binding	17,774	12,500	12,500	12,500
54948 Other Current Charges / Other	21,021	115,000	140,000	140,000
54949 Uniform Cleaning	24,035	18,000	18,000	18,000
54950 Tuition Assistance	3,548	2,500	2,500	2,500
55100 Office Supplies	25,441	35,000	35,000	35,000
55200 Operating Supplies	100,209	272,745	259,545	259,545
55240 Data Processing Supplies	28,437	25,000	25,000	25,000
55241 Operating Supplies / Fuel and Lubrication	23,381	35,910	35,910	35,910
55246 Operating Supplies / Other Jail Supplies	526,331	500,286	500,286	500,286
55250 Operating Supplies / Uniforms	89,167	187,600	194,000	194,000
55275 Computer Software	0	0	600	600
55280 Computer Hardware <$1000 unit	0	56,250	0	0
55400 Publications, Subscriptions & Membe	70,361	65,089	65,189	65,189
55401 Training	5,402	4,000	6,000	6,000
56400 Machinery And Equipment	0	110,258	16,800	16,800
56441 Machinery and Equipment / Auto	81,403	60,000	0	0
56442 Machinery and Equipment - Jail	34,768	128,000	141,450	141,450
56443 Machinery and Equipment / Radio	0	0	5,200	5,200
56448 Machinery and Equipment / Other	60,093	0	0	0
59100 Transfer	656,756	0	0	0
110-511-586 Totals	38,968,545	36,962,259	36,159,343	37,996,431
Sheriff Totals	83,167,646	81,219,754	85,883,013	90,915,388

Leon County Fiscal Year 2022 Tentative Budget

Supervisor of Elections

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
060-520-513 Voter Registration					
51100 Executive Salaries		142,923	145,415	153,113	154,568
51200 Regular Salaries And Wages		1,282,038	1,327,077	1,384,678	1,494,771
52100 Fica Taxes		103,058	112,737	117,224	125,648
52200 Retirement Contribution		304,036	326,564	353,821	369,599
52210 Deferred Compensation Match		4,042	3,500	3,500	3,500
52300 Life & Health Insurance		242,511	262,142	315,841	350,870
52400 Workers Compensation		6,755	5,072	3,806	3,907
53100 Professional Services		465	5,000	5,000	5,000
53400 Other Contractual Services		169,618	15,200	22,762	9,415
54000 Travel & Per Diem		8,357	32,000	16,100	36,300
54100 Communications		1,907	2,400	2,029	2,029
54101 Communication - Phone System		1,695	9,210	10,020	10,020
54102 DMS Centrex Billing		0	880	670	670
54200 Postage		37,470	32,300	58,031	35,231
54400 Rentals And Leases		405,115	430,337	89,775	89,895
54505 Vehicle Coverage		0	931	1,102	1,102
54600 Repairs And Maintenance		115,883	185,891	186,115	206,827
54601 Vehicle Repair		530	0	0	0
54700 Printing And Binding		17,574	33,150	105,514	60,267
54800 Promotional Activities		7,324	6,830	7,085	7,085
54900 Other Current Charges & Obligations		3,108	4,900	2,640	3,500
54961 Administrative Hearing		1,071	0	0	0
55100 Office Supplies		4,149	11,162	8,904	8,904
55200 Operating Supplies		26,078	9,561	19,990	16,385
55210 Fuel & Oil		37	0	0	0
55400 Publications, Subscriptions & Membe		9,723	14,071	13,993	13,993
55401 Training		6,582	32,600	18,200	38,500
55408 Machinery and Equipment $1,000 - $19,999		9,300	7,000	5,000	10,000
56410 Machinery & Equipment <$750		5,516	0	0	0
	060-520-513 Totals	2,916,866	3,015,930	2,904,913	3,057,986
060-520-586 Elections					
59308 SOE-BUDGET TRANSFER		66,717	0	0	0
	060-520-586 Totals	66,717	0	0	0
060-521-513 Elections					
51250 Regular OPS Salaries		291,390	315,618	494,527	300,856
51300 Other Salaries & Wages		264,162	0	0	0
52100 Fica Taxes		41,568	23,000	37,831	22,633
52200 Retirement Contribution		29,072	11,668	40,833	16,517
52300 Life & Health Insurance		87,208	30,167	38,909	21,957
52400 Workers Compensation		3,007	1,052	1,236	752
53100 Professional Services		57,973	35,000	40,050	40,050
53400 Other Contractual Services		174,134	303,132	411,879	270,518
53441 Other Contractual / Poll Workers		299,270	0	0	0
53442 Other Cont / Elec Temp Agency Help		63,071	0	0	0
53443 Other Cont / Election Security		25,530	0	0	0
54000 Travel & Per Diem		4,801	3,000	5,500	5,500
54100 Communications		9,987	16,200	13,600	13,600
54101 Communication - Phone System		925	1,175	1,235	1,235
54102 DMS Centrex Billing		14,280	9,310	10,035	10,035
54200 Postage		165,246	55,000	125,326	70,208
54400 Rentals And Leases		4,870	15,730	53,246	53,246
54410 Rental and Leases / Polling Place St		22,978	0	0	0
54516 General Liability Claims		1,000	0	0	0
54600 Repairs And Maintenance		351,419	372,654	386,365	345,624
54601 Vehicle Repair		1,088	2,480	3,393	3,393
54700 Printing And Binding		168,214	125,351	256,163	103,052
54712 Printing & Binding / Elections Ballots		88,219	0	0	0
54713 Printing & Binding / PW Training Mate		19,779	0	0	0

Leon County Fiscal Year 2022 Tentative Budget

Supervisor of Elections

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
060-521-513 Elections				
54800 Promotional Activities	34,650	19,600	35,708	29,258
54811 Poll Worker Education	263	0	0	0
54900 Other Current Charges & Obligations	3,716	5,000	10,350	3,500
54961 Administrative Hearing	418	0	0	0
54962 Canvassing Board	898	0	0	0
54963 Election Notices	2,189	0	0	0
55100 Office Supplies	38,568	26,600	38,055	10,075
55111 Office Supplies / Early Voting	71	0	0	0
55113 Office Supplies / Convassing Board	157	0	0	0
55200 Operating Supplies	38,389	19,316	27,827	14,828
55210 Fuel & Oil	1,606	2,620	3,280	3,850
55263 Operating Supplies / Canvassing Board	45	0	0	0
55401 Training	0	0	5,400	0
55408 Machinery and Equipment $1,000 - $19,999	1,338	4,000	0	0
56410 Machinery & Equipment <$750	1,164	0	0	0
060-521-513 Totals	2,312,661	1,397,673	2,040,748	1,340,687
060-521-586 Elections				
59308 SOE-BUDGET TRANSFER	155,672	0	0	0
060-521-586 Totals	155,672	0	0	0
Supervisor of Elections Totals	5,451,915	4,413,603	4,945,661	4,398,673

Leon County Fiscal Year 2022 Tentative Budget

Tax Collector

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-513-586 Tax Collector					
59307 Budget Transfer		5,130,339	5,462,992	5,612,706	5,722,961
	001-513-586 Totals	5,130,339	5,462,992	5,612,706	5,722,961
123-513-586 Tax Collector					
59307 Budget Transfer		69,639	72,568	73,294	74,028
	123-513-586 Totals	69,639	72,568	73,294	74,028
135-513-586 Tax Collector					
59307 Budget Transfer		169,416	162,395	162,395	162,395
	135-513-586 Totals	169,416	162,395	162,395	162,395
145-513-586 Tax Collector					
59307 Budget Transfer		50,962	59,106	60,288	61,197
	145-513-586 Totals	50,962	59,106	60,288	61,197
162-513-586 Tax Collector					
59307 Budget Transfer		2,187	5,500	5,200	5,200
	162-513-586 Totals	2,187	5,500	5,200	5,200
164-513-586 Tax Collector					
59307 Budget Transfer		4,571	5,000	5,000	5,000
	164-513-586 Totals	4,571	5,000	5,000	5,000
401-513-586 Tax Collector					
59307 Budget Transfer		30,569	34,606	35,644	36,713
	401-513-586 Totals	30,569	34,606	35,644	36,713
	Tax Collector Totals	5,457,683	5,802,167	5,954,527	6,067,494

Leon County Fiscal Year 2022 Tentative Budget

Court Administration

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-540-601 Court Administration				
51200 Regular Salaries And Wages	149,199	134,087	123,203	125,816
52100 Fica Taxes	10,795	10,258	9,426	9,626
52200 Retirement Contribution	16,639	13,409	13,331	13,614
52300 Life & Health Insurance	35,545	40,853	43,058	45,619
52400 Workers Compensation	252	285	351	359
53400 Other Contractual Services	0	9,900	9,900	9,900
54000 Travel & Per Diem	611	209	157	209
54100 Communications	2,070	3,060	4,329	4,329
54102 DMS Centrex Billing	1,800	0	0	0
54200 Postage	0	200	200	200
54400 Rentals And Leases	1,423	0	0	0
54700 Printing And Binding	0	200	200	200
54900 Other Current Charges & Obligations	0	1,401	1,401	1,401
55100 Office Supplies	355	450	450	450
55200 Operating Supplies	266	2,092	2,092	2,092
55401 Training	0	1,800	1,350	1,800
001-540-601 Totals	218,956	218,204	209,448	215,615
001-540-713 Court Information Systems				
54101 Communication - Phone System	0	9,760	10,410	10,410
54102 DMS Centrex Billing	0	2,400	3,010	3,010
001-540-713 Totals	0	12,160	13,420	13,420
001-540-719 Court Operating				
54101 Communication - Phone System	10,015	0	0	0
001-540-719 Totals	10,015	0	0	0
Court Administration Totals	228,971	230,364	222,868	229,035

Leon County Fiscal Year 2022 Tentative Budget

State Attorney

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
110-532-602 State Attorney					
51300 Other Salaries & Wages		37,000	37,000	37,000	37,000
53500 Investigations		0	5,400	5,400	5,400
54100 Communications		5,794	7,000	7,000	7,000
54600 Repairs And Maintenance		4,207	5,700	5,700	5,700
54900 Other Current Charges & Obligations		17,717	42,500	42,500	42,500
55200 Operating Supplies		16,527	21,000	21,000	21,000
	110-532-602 Totals	81,245	118,600	118,600	118,600
110-532-713 State Attorney					
54101 Communication - Phone System		13,520	12,350	13,335	13,335
	110-532-713 Totals	13,520	12,350	13,335	13,335
	State Attorney Totals	94,765	130,950	131,935	131,935

Leon County Fiscal Year 2022 Tentative Budget

Public Defender

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
110-533-603 Public Defender					
51300 Other Salaries & Wages		37,000	37,000	37,000	37,000
52200 Retirement Contribution		35	0	0	0
53100 Professional Services		0	10,438	10,438	10,438
53500 Investigations		4,114	8,150	8,150	8,150
54100 Communications		7,531	12,240	12,240	12,240
54200 Postage		120	1,291	1,291	1,291
54400 Rentals And Leases		6,680	13,640	13,640	13,640
54900 Other Current Charges & Obligations		372	7,000	7,000	7,000
55200 Operating Supplies		52,133	28,766	28,766	28,766
	110-533-603 Totals	107,985	118,525	118,525	118,525
110-533-713 Public Defender					
54101 Communication - Phone System		16,455	23,220	25,120	25,120
	110-533-713 Totals	16,455	23,220	25,120	25,120
	Public Defender Totals	124,440	141,745	143,645	143,645

Leon County Fiscal Year 2022 Tentative Budget

Other Court-Related Programs

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
110-555-715 Legal Aid				
58224 Legal Services Of North Fl (801)	257,500	257,500	257,500	257,500
110-555-715 Totals	257,500	257,500	257,500	257,500
114-586-662 Court Administration - Teen Court				
51200 Regular Salaries And Wages	41,372	42,629	24,930	25,678
52100 Fica Taxes	4,660	3,432	1,922	1,979
52200 Retirement Contribution	5,478	4,263	2,697	2,778
52300 Life & Health Insurance	16,477	11,535	9,932	10,513
52400 Workers Compensation	119	91	71	73
53400 Other Contractual Services	2,185	2,300	2,300	2,300
54000 Travel & Per Diem	707	1,325	1,325	1,325
54200 Postage	102	250	250	250
54400 Rentals And Leases	0	1,401	1,401	1,401
54700 Printing And Binding	0	400	400	400
54900 Other Current Charges & Obligations	0	750	750	750
55100 Office Supplies	0	1,411	1,696	2,466
55200 Operating Supplies	751	1,650	1,650	1,650
55400 Publications, Subscriptions & Membe	0	200	200	200
55401 Training	0	1,785	1,785	1,785
114-586-662 Totals	71,850	73,422	51,309	53,548
117-509-569 Alternative Juvenile Programs				
51200 Regular Salaries And Wages	48,721	64,176	65,460	67,424
51500 Special Pay	-4,060	-29,286	-36,836	-37,941
52100 Fica Taxes	4,694	4,910	5,007	5,158
52200 Retirement Contribution	5,586	6,418	7,083	7,295
52300 Life & Health Insurance	8,296	8,377	8,864	9,387
52400 Workers Compensation	113	136	186	192
55200 Operating Supplies	1,323	3,302	3,302	0
117-509-569 Totals	64,673	58,033	53,066	51,515
117-546-714 Law Library				
56600 Books, Publications & Libr Material	0	51,395	51,680	52,440
117-546-714 Totals	0	51,395	51,680	52,440
117-548-662 Judicial Programs/Article V				
51200 Regular Salaries And Wages	96,864	162,817	151,909	155,944
51500 Special Pay	-2,343	-33,878	-36,276	-37,060
52100 Fica Taxes	4,388	11,372	10,459	10,772
52200 Retirement Contribution	5,088	17,595	17,972	18,512
52300 Life & Health Insurance	4,585	24,972	24,697	26,129
52400 Workers Compensation	99	318	405	416
55200 Operating Supplies	0	6,518	6,518	0
117-548-662 Totals	108,681	189,714	175,684	174,713
117-555-715 Legal Aid - Court				
58224 Legal Services Of North Fl (801)	43,978	51,395	51,680	52,440
117-555-715 Totals	43,978	51,395	51,680	52,440
Other Court-Related Programs Totals	546,683	681,459	640,919	642,156

Leon County Fiscal Year 2022 Tentative Budget

Guardian Ad Litem

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-547-685 Guardian Ad Litem					
53400 Other Contractual Services		3,516	6,386	5,214	5,214
54100 Communications		16,516	14,296	13,824	13,824
54200 Postage		1,810	1,200	1,200	1,200
	001-547-685 Totals	21,841	21,882	20,238	20,238
001-547-713 GAL Information Systems					
54101 Communication - Phone System		2,535	2,220	2,410	2,410
54102 DMS Centrex Billing		180	175	225	225
	001-547-713 Totals	2,715	2,395	2,635	2,635
	Guardian Ad Litem Totals	24,556	24,277	22,873	22,873

Leon County Fiscal Year 2022 Tentative Budget

Fire Control

Organizational Code / Account		FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
145-838-522 Fire Services Payment					
53400 Other Contractual Services		8,135,265	8,351,804	9,875,155	10,207,751
	145-838-522 Totals	8,135,265	8,351,804	9,875,155	10,207,751
145-843-522 Volunteer Fire Department					
54200 Postage		1,564	0	0	0
54800 Promotional Activities		279,898	482,479	482,479	482,479
55410 Infrastructure $0-$199,000		138,286	0	0	0
	145-843-522 Totals	419,747	482,479	482,479	482,479
	Fire Control Totals	8,555,012	8,834,283	10,357,634	10,690,230

Leon County Fiscal Year 2022 Tentative Budget

Other Non-Operating

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-114-512 PLACE - Economic Development				
58100 Aids To Government Agencies	117,287	0	0	0
001-114-512 Totals	117,287	0	0	0
001-278-551 Summer Youth Employment				
51300 Other Salaries & Wages	0	32,753	32,753	32,753
52100 Fica Taxes	0	2,462	2,466	2,466
52400 Workers Compensation	0	337	337	337
54200 Postage	0	800	800	800
54700 Printing And Binding	0	500	500	500
55200 Operating Supplies	0	3,875	3,875	3,875
001-278-551 Totals	0	40,727	40,731	40,731
001-403-515 Blueprint				
51200 Regular Salaries And Wages	388,386	410,193	410,193	422,308
51500 Special Pay	0	5,400	5,400	5,400
52100 Fica Taxes	27,352	30,249	30,249	31,018
52200 Retirement Contribution	48,200	55,103	59,180	60,955
52300 Life & Health Insurance	71,606	76,826	81,163	85,894
52400 Workers Compensation	683	838	1,131	1,165
001-403-515 Totals	536,227	578,609	587,316	606,740
001-820-519 Non-Operating General Fund				
52500 Unemployment Compensation	0	50,000	50,000	50,000
53100 Professional Services	111,484	244,338	223,091	223,091
53102 Mental Health & Alcohol	3,370	7,500	7,500	7,500
53160 Bank Service Charges	201,261	205,000	205,000	205,000
53200 Accounting And Auditing	406,172	298,000	298,000	298,000
53400 Other Contractual Services	0	0	277,777	277,777
54000 Travel & Per Diem	1,100	2,028	3,750	5,000
54400 Rentals And Leases	20,915	18,965	18,185	18,185
54900 Other Current Charges & Obligations	97,730	68,520	91,729	91,729
54908 Other Current Charges & Obligations	21,369	25,000	25,000	25,000
54909 Employee Incentives	0	19,100	19,100	19,100
55400 Publications, Subscriptions & Membe	78,609	65,986	64,764	64,764
58200 Aids To Private Organizations	51,402	37,000	37,000	37,000
001-820-519 Totals	993,412	1,041,437	1,320,896	1,322,146
001-972-559 CRA-Payment				
54900 Other Current Charges & Obligations	2,722,485	3,518,010	3,511,976	3,986,435
001-972-559 Totals	2,722,485	3,518,010	3,511,976	3,986,435
110-620-689 Juvenile Detention Payment - State				
58100 Aids To Government Agencies	1,469,520	1,174,781	1,289,909	1,330,908
110-620-689 Totals	1,469,520	1,174,781	1,289,909	1,330,908
116-800-562 Drug Abuse				
53400 Other Contractual Services	0	84,835	89,015	93,480
116-800-562 Totals	0	84,835	89,015	93,480
125-991-595 Grant Match Funds				
54900 Other Current Charges & Obligations	0	90,000	90,000	90,000
125-991-595 Totals	0	90,000	90,000	90,000
140-838-572 Payment to City- Parks & Recreation				
53400 Other Contractual Services	1,443,006	1,504,334	1,568,268	1,634,919
140-838-572 Totals	1,443,006	1,504,334	1,568,268	1,634,919

Leon County Fiscal Year 2022 Tentative Budget

Other Non-Operating

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
164-838-535 Sewer Services Killearn Lakes Units I and II				
58100 Aids To Government Agencies	224,206	232,500	232,500	232,500
164-838-535 Totals	224,206	232,500	232,500	232,500
Other Non-Operating Totals	7,506,144	8,265,233	8,730,611	9,337,859

Leon County Fiscal Year 2022 Tentative Budget

Risk Financing & Workers Comp

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
501-821-596 Workers' Comp Risk Management				
54502 A D & D Law Enforcement	22,949	27,103	23,164	23,395
54503 Public Official Liability	357,780	375,700	462,600	467,226
54504 Bonds	100	100	100	101
54505 Vehicle Coverage	255,925	268,700	335,600	338,956
54506 Property Insurance	647,608	722,400	685,900	692,759
54507 Aviation Insurance	47,693	40,100	68,100	68,781
54508 VFD - G/L Property, Equipment	44,647	46,100	48,900	49,389
54509 Excess Deposit Premium	248,644	234,700	265,200	267,852
54510 Service Fee	55,875	60,000	60,000	60,600
54513 State Assessment	39,992	57,500	57,500	58,075
54514 Workers Comp Claims	2,195,509	1,800,000	2,400,000	2,415,965
54515 At Fault Vehicle Repair Claims	25,483	30,000	30,000	30,300
54516 General Liability Claims	116,858	110,000	110,000	110,000
54600 Repairs And Maintenance	-16,329	40,000	40,000	40,000
54900 Other Current Charges & Obligations	2,846	30,000	30,000	30,000
55408 Machinery and Equipment $1,000 - $19,999	24,566	0	0	0
501-821-596 Totals	4,070,146	3,842,403	4,617,064	4,653,399
Risk Financing & Workers Comp Totals	4,070,146	3,842,403	4,617,064	4,653,399

Leon County Fiscal Year 2022 Tentative Budget

Communications

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
001-470-519 MIS Automation - General Fund				
54110 Com-net Communications	0	195,190	228,270	228,270
54600 Repairs And Maintenance	0	110,130	96,930	96,930
001-470-519 Totals	0	305,320	325,200	325,200
001-529-519 Radio Communication Systems (800 MHZ)				
53400 Other Contractual Services	617,189	638,699	665,540	678,851
54900 Other Current Charges & Obligations	884,685	910,742	973,542	1,002,748
56400 Machinery And Equipment	0	137,509	137,509	0
001-529-519 Totals	1,501,875	1,686,950	1,776,591	1,681,599
060-470-513 MIS Automation-SOE				
54600 Repairs And Maintenance	28,094	27,755	17,235	17,235
060-470-513 Totals	28,094	27,755	17,235	17,235
106-470-541 MIS Automation - Transportation Trust				
54110 Com-net Communications	0	13,520	17,160	17,160
54600 Repairs And Maintenance	0	7,870	6,820	6,820
106-470-541 Totals	0	21,390	23,980	23,980
110-470-602 MIS Automation - State Attorney				
54110 Com-net Communications	18,365	19,350	25,720	25,720
54600 Repairs And Maintenance	12,177	12,550	10,890	10,890
110-470-602 Totals	30,542	31,900	36,610	36,610
110-470-603 MIS Automation - Public Defender				
54110 Com-net Communications	27,505	28,900	37,920	37,920
54600 Repairs And Maintenance	23,068	22,060	18,545	18,545
110-470-603 Totals	50,573	50,960	56,465	56,465
111-470-523 MIS Automation - Probation Services				
54110 Com-net Communications	0	8,860	11,640	11,640
54600 Repairs And Maintenance	0	6,230	5,310	5,310
111-470-523 Totals	0	15,090	16,950	16,950
120-470-524 MIS Automation - Building Inspection				
54110 Com-net Communications	0	2,810	3,530	3,530
54600 Repairs And Maintenance	943	900	760	760
120-470-524 Totals	943	3,710	4,290	4,290
121-470-537 MIS Automation - Growth Management				
54110 Com-net Communications	0	10,560	13,300	13,300
54600 Repairs And Maintenance	0	8,285	6,965	6,965
121-470-537 Totals	0	18,845	20,265	20,265
123-470-538 MIS Automation - Stormwater				
54600 Repairs And Maintenance	86	80	70	70
123-470-538 Totals	86	80	70	70
135-470-526 MIS Automation - EMS Fund				
54110 Com-net Communications	0	12,210	16,230	16,230
54600 Repairs And Maintenance	0	5,165	4,410	4,410
135-470-526 Totals	0	17,375	20,640	20,640
140-470-562 MIS Automation - Animal Control				
54110 Com-net Communications	0	1,040	1,380	1,380

Leon County Fiscal Year 2022 Tentative Budget

Communications

Organizational Code / Account	FY 2020 Actual	FY 2021 Adopted	FY 2022 Tentative	FY 2023 Projected
140-470-562 MIS Automation - Animal Control				
54600 Repairs And Maintenance	0	2,705	2,480	2,480
140-470-562 Totals	0	3,745	3,860	3,860
140-470-572 MIS Automation - Parks and Recreation				
54110 Com-net Communications	0	17,385	18,370	18,370
54600 Repairs And Maintenance	0	900	760	760
140-470-572 Totals	0	18,285	19,130	19,130
160-470-552 MIS Automation - Tourism Development				
54110 Com-net Communications	4,735	4,850	5,940	6,118
54600 Repairs And Maintenance	3,087	3,605	2,620	2,699
160-470-552 Totals	7,822	8,455	8,560	8,817
401-470-534 MIS Automation - Solid Waste Fund				
54110 Com-net Communications	0	24,000	25,200	25,200
54600 Repairs And Maintenance	0	3,770	3,170	3,170
401-470-534 Totals	0	27,770	28,370	28,370
501-470-513 MIS Automation-Risk Fund				
54600 Repairs And Maintenance	257	245	205	211
501-470-513 Totals	257	245	205	211
502-900-590 Communications Trust				
53400 Other Contractual Services	23,326	0	0	0
54100 Communications	-37	0	0	0
54101 Communication - Phone System	143,354	271,538	294,201	303,028
54102 DMS Centrex Billing	60,454	45,023	54,457	56,091
54110 Com-net Communications	338,148	466,061	560,835	577,660
54400 Rentals And Leases	242,011	268,740	303,400	306,434
54600 Repairs And Maintenance	33,070	316,824	268,248	276,296
502-900-590 Totals	840,325	1,368,186	1,481,141	1,519,509
505-470-519 MIS Automation - Motor Pool Fund				
54110 Com-net Communications	740	920	1,180	1,180
54600 Repairs And Maintenance	1,458	1,395	1,170	1,170
505-470-519 Totals	2,198	2,315	2,350	2,350
Communications Totals	2,462,715	3,608,376	3,841,912	3,785,551


LEON
FLORIDA'S CAPITAL COUNTY