



FISCAL YEAR 2018/2019 ADOPTED ANNUAL BUDGET & CAPITAL IMPROVEMENT PROGRAM



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

LEON COUNTY BOARD OF COUNTY COMMISSIONERS



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

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

www.leoncountyfl.gov

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Introduction

Nick Maddox, Chairman, At-Large



Commissioner Nick Maddox currently serves as the 2017-2018 Chairman. Nick was elected to serve the citizens of Leon County in 2010 with the goal of bringing diversity, increased transparency and a competitive edge to a county he has grown to love. Recruited to play football in 1999 for Florida State University, Nick left North Carolina for Tallahassee and found the place he would call home. As a running back with FSU, Nick was a part of the 1999 National Championship Team and left in 2001 to play at the highest level, the National Football League. After spending three years in the NFL playing with the Browns, Chargers and Panthers, Nick returned home to Tallahassee and the Florida State Seminoles graduating with dual degrees in business & real estate while working with the Seminole Boosters. Nick's passion for football and winning has translated quickly to success for Leon County. He has committed his time in office to focusing on building up Tallahassee's youth, bringing in new businesses to Tallahassee and growing local businesses. In 2005, Nick met his wife, Tina and knew that Leon County would be the best place to raise a family and his tenacious support of redevelopment areas, quality of life and environmental preservation is ensuring it remains that way for years to come.

Jimbo Jackson, Vice Chairman District 2



Jimbo Jackson grew up in the Fort Braden community of western Leon County and currently serves as the Principal of Fort Braden Prek-8 School and was elected in 2016 for Leon County Commissioner for District 2. 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 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. 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, Jimbo's one-year old granddaughter and you have four generations of Jacksons living and serving in Tallahassee and Leon County.

Bill Proctor, District 1



Commissioner Proctor was elected to the Leon County Board of County Commissioners in 1996 and represents the citizens of Leon County in District 1. Commissioner Proctor's professional political career began as a Staff Assistant to United States Senator Bob Graham of Florida. He served as a Special Assistant to Governor Lawton Chiles before winning a special election to the Leon County Board of County Commissioners in 1996. He has previously served as Chairman of the Board in 2006 and 2016. His priorities as the District 1 Commissioner include quality healthcare, affordable housing, and education. Commissioner Proctor has engaged in a number of diverse activities providing leadership, creativity, and vision for the 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.

John Dailey, District 3



Commissioner Dailey was elected to the Board in 2006 and serves the citizens of District 3. He began his professional career in 1996 at the Florida League of Cities where he worked on legislative and regulatory issues involving local governance. He has worked for the National League of Cities in Washington, DC, where he gained a comprehensive understanding of the issues facing local governments; issues as diverse as economic development and community redevelopment to criminal justice and public safety. Commissioner Dailey is President of JDA Strategies, LLC, a local public policy research and development firm. His priorities are sustainable growth, environmental protection, and economic development. John and his wife, Ginny, will celebrate their 20th wedding anniversary in December. They have two sons, Tommy and Henry.

Bryan Desloge, District 4



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

Kristin Dozier, District 5



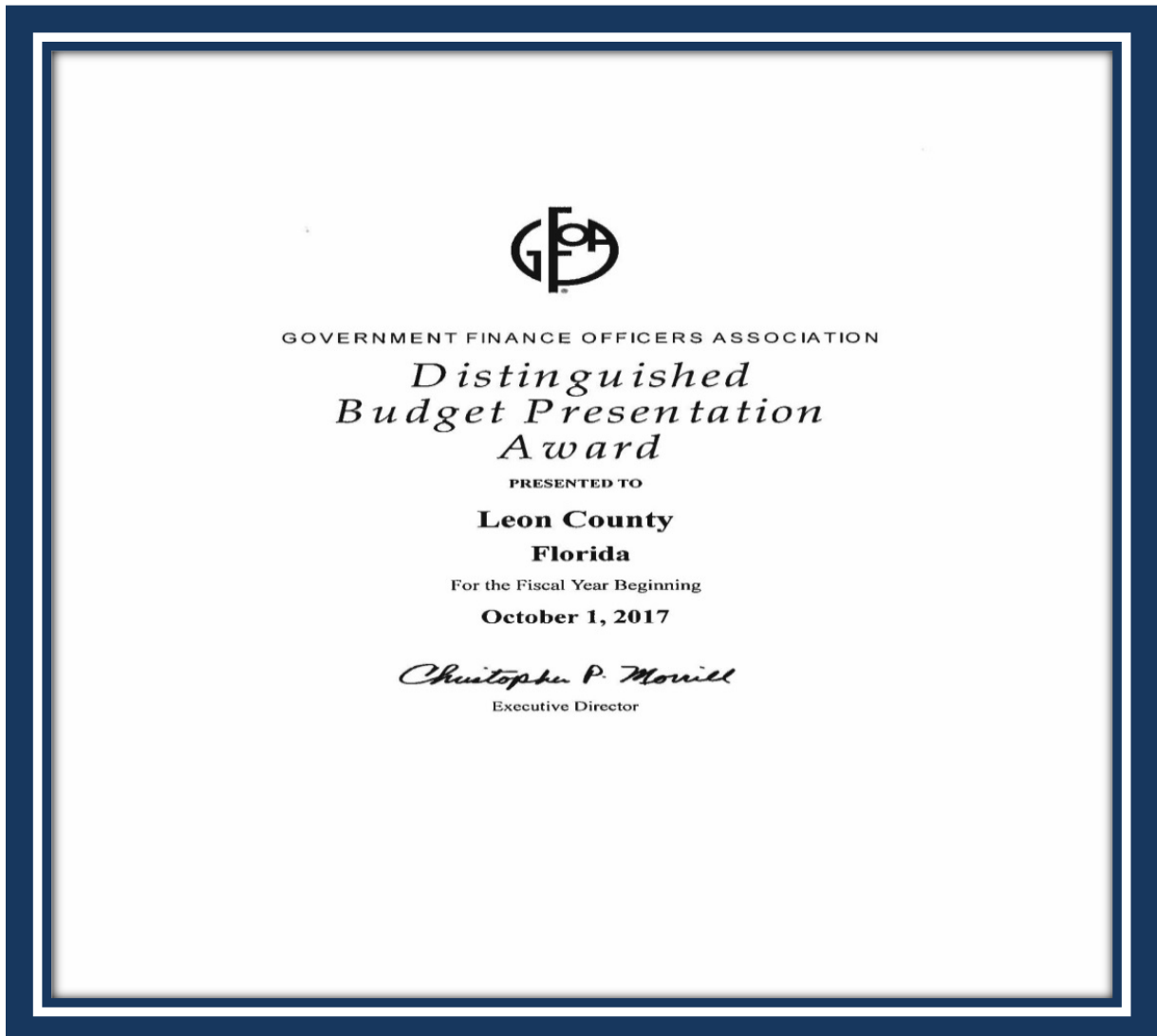
Commissioner Dozier was elected to the Board in 2010 and re-elected in June 2014. In 2013, her fellow Commissioners elected her to serve as Chairman of the Board of County Commissioners for 2013-2014. Since taking office, Kristin has taken on numerous board and committee assignments and is a past-Chair and current member of the Big Bend Homelessness Continuum of Care Board, the Leon County Research & Development Authority (LCRDA) and the Capital Region Transportation Planning Agency (CRTPA). Prior to her election, Kristin spent 11 years at Mad Dog Construction, holding several positions including Green Building Advisor and Vice President.

Mary Ann Lindley, At-Large



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





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, 2017**.

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 28th 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

Timothy P. Barden
Budget Manager

Eryn Calabro
Senior Management & Budget Analyst

Joshua Pascua
Senior Management & Budget Analyst

Jennifer Donald
Management & Budget Analyst

Jelani Marks
Management & Budget Analyst

Tiffany Fisher
Management Analyst

Chaewon Park
Management & Budget Intern

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

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

PEOPLE FOCUSED. PERFORMANCE DRIVEN.



Leon County Government Organization Chart

People Focused. Performance Driven.

VOTER ELECTED

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

Citizens of Leon County



Board of County Commissioners



Herbert W. A. Thiele

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



Cay Hohmeister
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

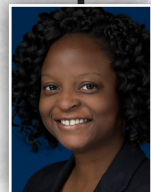
- » Housing Services
- » Human Services
- » Primary Healthcare
- » Veteran Services
- » CHSP
- » VolunteerLEON



Chad Abrams
Chief

Office of Public Safety

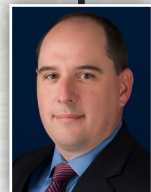
- » Emergency Medical Services
- » Consolidated Dispatch Agency
- » Animal Control



Britney Smith
Manager

Community and Media Relations

- » Public Information
- » Citizen Engagement
- » Social Media Outreach
- » Special Event Coordination and Planning



Kevin Peters
Director

Emergency Management

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



Pat Curtis
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



David McDevitt
Director

Department of 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



Tony Park
Director

Department of Public Works

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



Kerri Post
Director

Division of 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) 606-5302 www.leoncountyfl.gov

October 15, 2018

Commissioners

NICK MADDOX
At-Large
Chairman

JIMBO JACKSON
District 2
Vice Chairman

BILL PROCTOR
District 1

JOHN DAILEY
District 3

BRYAN DESLOGE
District 4

KRISTIN DOZIER
District 5

MARY ANN LINDLEY
At-Large

VINCENT S. LONG
County Administrator

HERBERT W.A. THIELE
County Attorney

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

Honorable Members of the Board of County Commissioners:

I am pleased to formally present the Board with the FY 2018/2019 adopted budget. The adopted budget of \$263,600,197 represents a 3.89% increase from last fiscal year. The development of the FY 2018/2019 annual budget reflects the Board of County Commissioners' consistent fiscally conservative approach to budgeting, holding the property tax millage rate constant for the seventh 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.

With an increase in property tax values of 6.56% countywide and modest growth in sales taxes and other revenues due to an overall improving economy, FY 2018/2019 is only the second budget cycle since the Great Recession for Leon County to contemplate slightly greater revenues than expenditures in the development of the annual budget. This, of course, follows the economic collapse and slow recovery of the previous decade which required millions in annually recurring cuts in order to balance the county budget each year. While Leon County's post-recession economic growth has been slower and smaller relative to the state and national recovery, the FY 2018/2019 budget reflects good signs in the return to best fiscal practices which can be employed in more stable economic times. This includes a reduced use of general fund balance for operating expenses and an increased appropriation to capital maintenance. The adopted budget also reflects significant cost savings associated with the County's continuous internal efficiency and innovation efforts, increased debt retirement, and the addition of only 2 new FTEs with a net general revenue impact.

The FY 2018/2019 budget process continues to follow the County's strategic framework of aligning the optimized resources of the County to address the highest priorities. As such, the FY 2018/2019 budget increases funding for public safety by fully funding the Sheriff's Office Budget Request, including the second year of a three-year staffing plan for enhanced law enforcement efforts in the community and continued support for the replacement of patrol vehicles. And the budget also addresses our priority of being sensitive to taxpayers, with a 24% reduction in EMS transport fees saving customers \$800,000 annually.

Additionally, a significant issue considered in the tentative budget, is the November 2018 referendum which would increase the Homestead Exemption by \$25,000. If the property tax reform referendum passes, an estimated \$1.0 billion in value will be

removed from the property tax rolls reducing property tax collections by \$7.2 million. To mitigate this impact, as approved by the Board as part of a long term fiscal plan in FY 2018, the County renegotiated the Community Redevelopment Agency (CRA) agreement saving \$1.0 million annually. The CRA savings and an additional \$1.09 million in property tax collection are budgeted in a dedicated reserve account totaling \$2.09 million to offset possible future service reductions and millage rate increases, if the referendum passes. If the referendum fails these funds are available to further reduce the use of recurring fund balance as part of the FY 2020 budget.

The FY 2019 adopted budget does use \$2.0 million in fund balance to balance the budget, a reduction of 20% or \$500,000 less than last year. In fact, the amount of fund balance has been reduced by 60% from the height of the recession, when \$5.0 million was needed to balance the budget. The budget also reflects an increase of \$1.1 million in the recurring transfer to the capital maintenance budget for a total of \$5.0 million. Again, when the County was feeling the greatest impacts of the recession, the recurring transfer to the capital program was reduced to zero, and the capital program was funded through one-time reserves. Over the past five years, through deliberate and disciplined planning, we are incrementally achieving the goals of reducing the reliance on fund balance, and adequately funding our necessary capital budget through recurring resources.

The FY 2019 adopted budget also reflects the second year of the FY 2017-2022 Strategic Plan and prioritizes the Plan's Strategic Initiatives, as well as the new addition of 5 Year Targets and Bold Goals. As such, the adopted budget aligns department and division resources with Plan priorities ranging from: funding to migrate from Groupwise to Microsoft Outlook through Microsoft 365; provides funding to support the State Attorney's diversionary program; and providing funding for dog parks in the unincorporated areas of the County.

To continue support for other strategic plan initiatives, such as protecting the primary spring protection zone (PSPZ), and hosting the NCAA cross country championship at Apalachee Regional Park, the FY 2019 adopted budget only includes two new positions, a Water Quality Engineer and a Park Attendant. The Water Quality Engineer will provide engineering support for the \$57 million in grant and grant match funding for sewer and nitrogen reduction projects in the PSPZ, and the Park Attendant will support the continued expansion of the Apalachee Regional Park in anticipation of hosting the NCAA Cross Country championship in 2021.

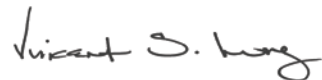
Leon County's FY 2018/2019 adopted budget continues to exceed efficiency metrics with among the lowest budget and lowest number of employees per capita for all comparable counties, while the organization continues to strive to set the standard for performance for all local governments to follow. The County's employees remain the reason we are able to exceed such benchmarks and expect such results. This was affirmed through the gender pay equity study presented to the Board during the June budget workshop, that showed women and men in the organization earning equal pay in Leon County. This compares to both the nation and the state where men far exceed women in median pay.

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 imposed by the Legislature. In addition, the cooperation of the Constitutional Officers was critical in balancing the budget and I sincerely appreciate their efforts. And of course, tremendous thanks go to our employees for the dedication and innovation they bring to this process year round.

Despite the challenges, Leon County has positioned itself to remain fiscally viable and responsible to our citizenry. While modest, I am confident this adopted 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 adopted FY 2018/2019 operating and capital budgets

Sincerely,

A handwritten signature in black ink, appearing to read "Vincent S. Long". The signature is written in a cursive style with a large initial "V".

Vincent S. Long
County Administrator

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Leon County Fiscal Year 2019 Adopted Budget

Reader's Guide

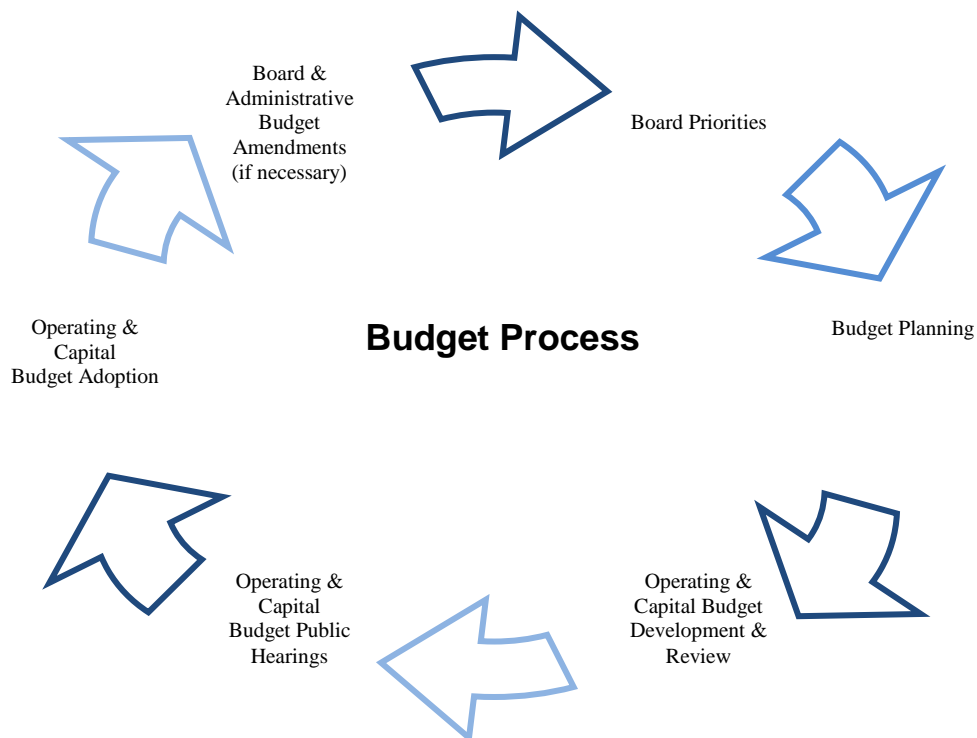


Figure 1: Budget Process: The budget process is a formalized effort that involves collaboration and coordination among the respective County departments, the Office of Management and Budget, the County Administrator, the Constitutional and Judicial Officers, and the Leon County Board of County Commissioners.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

OPERATING AND CAPITAL BUDGET PLANNING

Board Priorities

Annually, the Board conducts a retreat facilitated by the County Administrator to establish the County's priorities for the upcoming year. The 2018 Board Retreat served to build on the FY2017-2021 strategic plan established at last year's Board Retreat, and focused on disaster and community resilience, reviewing progress towards the County's bold goals and five-year targets, and updating the current strategic plan. More information about the Board'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 January 23, 2018 Board meeting, the Board ratified the actions from the December 2017 Board Retreat and approved the FY 2017 – 2021 Strategic Plan. The Board also formally approved a budget calendar. In February 2018, 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. During the months of April through June, all budgetary requests are analyzed, revenue estimates are updated, and policy guidance workshops are held to enable staff to complete the Adopted budget. While the capital improvement budget is also developed and reviewed during this time, it has a separate process.

Leon County Fiscal Year 2019 Adopted Budget

Reader's Guide

Capital Improvement Program

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

Budget Adoption

The County Administrator presented the proposed budget to the Board at the June 19, 2018 budget workshop. The Board ratified the proposed budget and established the maximum millage rate at the July 10, 2018 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 2018/2019 Adopted 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, must be approved by a majority vote of the County Commission.

Leon County Fiscal Year 2019 Adopted Budget

Budget Calendar

December 2017

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Monday, December 11, 2017	Board Retreat	Board of County Commissioners (BOCC) Executive Staff

<i>December 2017</i>						
SU	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						

January 2018

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Friday, January 5, 2018	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 26, 2018	Departments/Constitutional/Judicial Officers submit Internal Service Requests	Facilities Management Management Information Systems Human Resources Office of Management and Budget (OMB)

<i>January 2018</i>						
SU	M	T	W	T	FR	SA
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28	29	30	31			

February 2018

Wednesday, February 14, 2018 Thursday, February 15, 2018 Friday, February 16, 2018	GovMax Training GovMax Open to Dept.	OMB OMB/ All Departments
Friday, February 23, 2018	Deadline for New Capital Project Requests	OMB/All Departments
Tuesday, February 27, 2018	Establish maximum funding levels for outside agencies at regular meeting	Board of County Commissioners (BOCC)

<i>February 2018</i>						
SU	M	T	W	T	F	SA
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25	26	27	28			

March 2018

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Friday, March 9, 2018 Friday, March 16, 2018	Department Narrative Sheets and Business Plans sent GovMax closes, existing and new CIP submissions in GovMax	OMB/All Departments OMB/All Departments
Friday, March 30, 2018	Department Narrative sheets and Business Plans are due	OMB/All Departments

<i>March 2018</i>						
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Leon County Fiscal Year 2019 Adopted Budget**Budget Calendar****April 2018**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Tuesday, April 3, 2018 10:00 am - 4:00 pm	Executive Administrative Hearing (if necessary)	County Administrator/ OMB/All Departments
Tuesday, April 24, 2018 9:00 am - 3:00 pm	Preliminary Budget Policy Workshop	OMB/All Departments

April 2018

SU	M	T	W	T	F	SA
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2018

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Thursday, May 10, 2018	Constitutional Officers Meeting (if necessary)	County Administrator/OMB/ Constitutional officers

May 2018

SU	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		

June 2018

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Friday, June 1, 2018	Receive Tentative Certified Values from Property Appraiser	Property Appraiser
Friday, June 1, 2018	Notice to Property Appraisers regarding possible Non-Ad Valorem assessments for TRIM notice	Public Works/OMB/ Property Appraiser
Tuesday, June 19, 2018 9:00 am - 3:00 pm	Budget Workshop (Including presentation of the Mid-year report)	BOCC/County Administrator/ OMB/All Departments

June 2018

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

July 2018

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Sunday, July 1, 2018	Certified Taxable Values provided by Property Appraiser	Property Appraiser
Sunday, July 1, 2018	Non-Ad Valorem assessments to be included on TRIM due to Property Appraiser	BOCC/ County Administrator/ OMB/ Property Appraiser
Tuesday, July 10, 2018 9:00 am — 3:00 pm (if necessary)	FY19 Budget Workshop	BOCC/ County Administrator/ OMB/All Departments
Tuesday, July 10, 2018	Regular Board Meeting	BOCC/ County Administrator/ OMB/ Departments/ Citizens

July 2018

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

Leon County Fiscal Year 2019 Adopted Budget

Budget Calendar

August 2018

Saturday, August 4, 2018	TRIM Maximum Millage Notice due to Property Appraiser and Department of Revenue	County Administrator/OMB/ Property Appraiser
Friday, August 24, 2018	Last day for Property Appraiser to mail TRIM notices	Property Appraiser

August 2018						
SU	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	

September 2018

Date	Activity	Participants
Tuesday, September 4, 2018	BOCC– 1st Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2018/2019	BOCC/ County Administrator/ OMB/ Departments/ Citizens
Friday, September 14, 2018	Certification of Non-Ad Valorem assessment roll due to Tax Collector	County Administrator/ OMB/Property Appraiser
Monday, September 24 /, 2018	BOCC 2nd Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2018/2019	BOCC/ County Administrator/ OMB/ Departments/ Citizens
Friday, September 28, 2018	Submit Adopted Budget Resolutions to Property Appraiser and Tax Collector	County Administrator/OMB

September 2018						
SU	M	T	W	T	FR	SA
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October 2018

Monday, October 1, 2018	Beginning of New Fiscal Year	OMB
Friday, October 26, 2018	30 day deadline to publish the adopted budget online	OMB
Friday, October 26, 2018	Final Day to Submit TRIM Compliance Certification to Department of Revenue (DOR)	County Administrator/ OMB

October 2018						
SU	M	T	W	T	FR	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Leon County Fiscal Year 2019 Adopted 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. The following information is included for each program/department area: Goals, Core Objectives, Statutory Responsibilities, Advisory Board, Benchmarking, Performance Measures, and Notes.

ELECTED OFFICIALS

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

NON-OPERATING OR OTHER BUDGETS

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

DEBT PROFILE

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

CAPITAL IMPROVEMENT PROGRAM

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

APPENDIX

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

Leon County Fiscal Year 2019 Adopted Budget

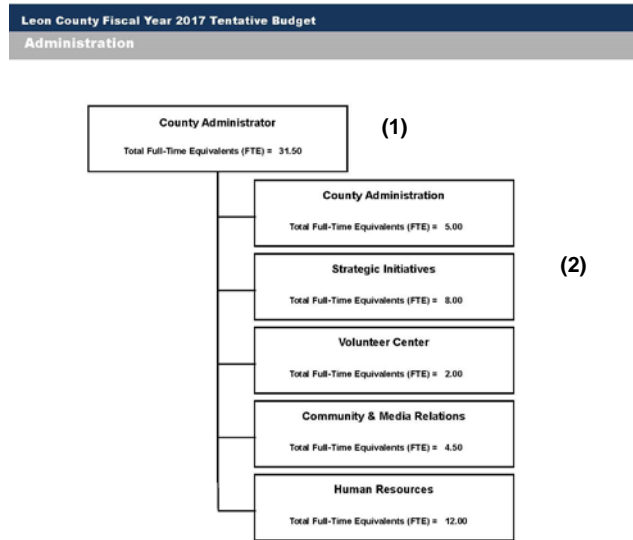
Reader's Guide

If you have this question	Refer to Tab(s)	Page(s)
What is the total adopted budget?	Administrator's Budget Message Budget Summary & Analysis / Budget Overview	1 5 - 2
What is the County's millage rate?	Budget Summary & Analysis / Budget Overview Budget Summary & Analysis / Financial Indicators Budget by Fund	5 - 2 5 - 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 Message Budget Summary/Analysis: Expenditures v. Revenues Capital Improvement Program	2 5 - 49 25 - 1
What are the priorities of Leon County?	LEADS/Strategic Plan	4 - 1

Leon County Fiscal Year 2019 Adopted Budget
Reader's Guide

HOW TO READ BUDGET FORMS

Figure 1.1 - Department Organizational Chart - Shows the organizational structure of each department at each of the reporting levels.



(1) Department Level - County staff is divided between four major service areas: County Administration, Strategic Initiatives, Human Resources, and Management Information Services.

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

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

Leon County Fiscal Year 201X
Administration

(3) Executive Summary

The Administrative section of the Leon County FY 201X Annual Budget is comprised of County Administration, Strategic Initiatives, Human Resources and Management Information Services.

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

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

(4) HIGHLIGHTS

During FY 201X, Administration finalized agreements with the City of Tallahassee and the Leon County Sheriff necessary for the joint management and use of the recently opened Public Safety Complex (PSC), facility and technology support for the PSC, and consolidation of Public Safety Dispatch Communications. Administration guided the County through: the establishment of a Domestic Partnership Registry, revisions to the County's Solid Waste and Stormwater Management System ordinances, and revisions to supporting enterprise fund fee structures. Additionally, Administration guided staff through the Leon County Sales Tax Committee process, continued its Citizens Engagement series, and hosted Operation Thank You - Welcome Home Vietnam Veterans. As this was the second year of a two-year Strategic Plan, the Board updated its plan and adopted 25 additional Strategic Initiatives. Strategic Initiatives tracked and reported on the progress made in support of 109 Strategic Initiatives (84 - FY 201X and 25 - FY 201X). During FY 201X, Administration and Strategic Initiatives will continue to provide leadership and direction to County employees, in a manner consistent with the County's policies and Core Practices.

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

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

Leon County Fiscal Year 2019 Adopted Budget

Reader's Guide

Figure 1.3 - Department Business Plans - Serves as a summary of Department Business Plans. These plans developed as a part of the FY 2017 through FY 2021 LEADS strategic planning process will summarize how the department/division is demonstrating its commitment to the County's core practices, and identify performance metrics. The components of the business plans consist of the mission statement, strategic priorities, strategic initiative, actions and performance measures.

Leon County Fiscal Year 201X Tentative Budget																																				
Public Works Business Plan																																				
Mission Statement (5)	The mission of the Leon County Department of Public Works is to provide safe, efficient, and sustainable roadways and transportation amenities, stormwater facilities, vehicle fleet, and solid waste facilities throughout Leon County that enhance its livability, environment and economic vitality.																																			
Strategic Priorities (6)	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.																																			
Strategic Initiatives (7)	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). Ongoing 2. Support the protection of Lake Talquin (EN1). Ongoing 3. 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). Ongoing B.) Evaluate requiring advanced wastewater treatment (AWT) for new construction (EN1, EN2). Ongoing 4. Increase safety in the unincorporated area through the development of a new street lighting program and evaluation of the need for additional signage (Q3). Ongoing																																			
Actions (8)	1. Complete the Woodside Heights Springs Restoration Grant for Septic to Sewer Upgrade. A.) Provide education on proper operation and maintenance of septic tanks, and impacts to groundwater if not properly maintained. Engineering B.) Coordinate with Northwest Florida Water Management District on Woodville Septic to Sewer Project potentially funded through the Springs Restoration Grant Program. C.) Staff participation in the FDEP Onsite Sewage Treatment and Disposal Systems Committee. 2. A.) Monitor FDEP development of a Total Maximum Daily Load for the Ochlockonee River and Lake Talquin to protect and restore the resource. Engineering B.) Obtain additional water quality samples to determine what, if any, further actions are needed for the Leon County discharges directly into Lake Talquin. 3. A.) Use permit process to identify septic tanks (DSTDs) requiring repair or upgrade. Develop local grant program to upgrade replacement systems to high nitrogen removing systems at no additional expense to property owner. Engineering B.) Identify impacts of requiring nitrogen-reducing OSTDS or connection to the City of Tallahassee advanced wastewater treatment system for any new construction. 4. Develop the Street Lighting Eligibility Criteria and Implementation Policy for Board Approval. Engineering																																			
Bold Goals and Five-Year Targets (9)	Goal: Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone. (BQ2) <table border="1"> <thead> <tr> <th></th> <th>FY 201X Actual</th> <th>FY 201X Adopted</th> <th>FY 201X Continuation</th> <th>FY 201X Issues</th> <th>FY 201X Budget</th> <th>FY 201X Budget</th> </tr> </thead> <tbody> <tr> <td>Septic Tanks Removed</td> <td>3</td> <td>150</td> <td>TBD*</td> <td>-</td> <td>153</td> <td>-</td> </tr> </tbody> </table> Strategic Target 5: Plant 15,000 trees including 2,000 in canopy roads. (TS) <table border="1"> <thead> <tr> <th></th> <th>FY 201X Actual</th> <th>FY 201X Adopted</th> <th>FY 201X Continuation</th> <th>FY 201X Issues</th> <th>FY 201X Budget</th> <th>FY 201X Budget</th> </tr> </thead> <tbody> <tr> <td>Canopy Road Area*</td> <td>0</td> <td>250</td> <td>TBD*</td> <td>-</td> <td>250</td> <td>-</td> </tr> <tr> <td>Total Trees*</td> <td>461</td> <td>750</td> <td>TBD*</td> <td>-</td> <td>1,211</td> <td>-</td> </tr> </tbody> </table>		FY 201X Actual	FY 201X Adopted	FY 201X Continuation	FY 201X Issues	FY 201X Budget	FY 201X Budget	Septic Tanks Removed	3	150	TBD*	-	153	-		FY 201X Actual	FY 201X Adopted	FY 201X Continuation	FY 201X Issues	FY 201X Budget	FY 201X Budget	Canopy Road Area*	0	250	TBD*	-	250	-	Total Trees*	461	750	TBD*	-	1,211	-
	FY 201X Actual	FY 201X Adopted	FY 201X Continuation	FY 201X Issues	FY 201X Budget	FY 201X Budget																														
Septic Tanks Removed	3	150	TBD*	-	153	-																														
	FY 201X Actual	FY 201X Adopted	FY 201X Continuation	FY 201X Issues	FY 201X Budget	FY 201X Budget																														
Canopy Road Area*	0	250	TBD*	-	250	-																														
Total Trees*	461	750	TBD*	-	1,211	-																														

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

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

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

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

(9) 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 201X						
Administration						
Budgetary Costs (10)	FY 201X Actual	FY 201X Adopted	FY 201X Continuation	FY 201X Issues	FY 201X Budget	FY 201X Budget
Personnel Services	8,525,999	7,059,704	7,292,204	8,2174	7,497,255	7,432,428
Operating	2,993,944	2,765,340	2,823,471	210,319	3,033,790	3,045,540
Transportation	7,005	10,768	8,805	-	8,805	8,805
Capital Outlay	7,982	-	-	-	-	-
Total Budgetary Costs	9,234,929	9,835,212	10,308,879	204,105	10,510,775	10,505,901
Appropriations (11)	FY 201X Actual	FY 201X Adopted	FY 201X Continuation	FY 201X Issues	FY 201X Budget	FY 201X Budget
County Administration	321,483	333,160	559,528	-	559,528	597,130
Strategic Initiatives	750,494	820,719	921,963	36,170	567,233	558,418
Human Resources	1,056,442	1,150,318	1,179,599	85,207	1,228,608	1,226,074
Management Information Services	6,927,210	7,330,815	7,648,482	108,728	7,765,210	7,724,270
Total Budget	9,234,929	9,835,212	10,308,879	204,105	10,510,775	10,505,901
Funding Sources (12)	FY 201X Actual	FY 201X Adopted	FY 201X Continuation	FY 201X Issues	FY 201X Budget	FY 201X Budget
001 General Fund	9,234,929	9,835,212	10,308,879	204,105	10,510,775	10,505,901
Total Revenues	9,234,929	9,835,212	10,308,879	204,105	10,510,775	10,505,901
Staffing Summary (13)	FY 201X Actual	FY 201X Adopted	FY 201X Continuation	FY 201X Issues	FY 201X Budget	FY 201X Budget
County Administration	3100	3100	3100	-	3100	3100
Human Resources	13.00	12.00	12.00	-	12.00	12.00
Management Information Services	59.00	61.00	61.00	(1.00)	60.00	60.00
Strategic Initiatives	8.00	9.00	10.00	-	10.00	10.00
Total Full-Time Equivalents (FTE)	83.00	85.00	86.00	(1.00)	85.00	85.00

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

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

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

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

Leon County Fiscal Year 2019 Adopted Budget

Reader's Guide

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

Leon County Fiscal Year 201X						
Administration						
County Administration (001-110-512)						
	FY 201X Actual	FY 201X Adopted	FY 201X Continuation	FY 201X Issues	FY 201X Budget	FY 201X Budget
Budgetary Costs (14)						
Personnel Services	507,230	515,793	541,794	-	541,794	529,427
Operating	14,094	17,267	17,732	-	17,732	17,732
Total Budgetary Costs	521,483	533,100	559,526	-	559,526	547,159
Funding Sources (15)						
001 General Fund	521,483	533,100	559,526	-	559,526	547,159
Total Revenues	521,483	533,100	559,526	-	559,526	547,159
Staffing Summary (16)						
County Administrator	1.00	1.00	1.00	-	1.00	1.00
Sr. Executive Assistant	1.00	1.00	1.00	-	1.00	1.00
Deputy County Administrator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	3.00	3.00	3.00	-	3.00	3.00

The major variances for the FY 201X County Administration budget are as follows:
 Increases to Program Funding:
 1. Costs associated with an increase in County's portion of funding for the Florida Retirement System investment plan, Workers Compensation, and Health Insurance. These increases do not consider any employee salary adjustments.
 2. Communication costs in the amount of \$335.

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

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

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

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

Leon County Fiscal Year 20XX Tentative Budget					
Department of Public Works					
Operations – Right-Of-Way Management (106-432-541)					
Goal (17)	The goal of the Public Works, Division of Operations Right-of-Way Management Program is to provide for the safety, comfort, and convenience of the public by managing programs that support transportation, roadside beautification and stormwater maintenance.				
Core Objectives (18)	<ol style="list-style-type: none"> 1. Provide roadside maintenance on over 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	(21)	Benchmark Data	Leon County FYXX Actual MH/Unit	Benchmark (FDOT 4 Year Average Production)	
Q2	Roadside Litter Removal		0.67 man hours/acre	0.78 man hours/acre	
Q2	Right-of-Way Mowing		0.13 man hours/acre	0.66 man hours/acre	
Q2	Finish Cut Mowing		7.43 man hours/acre	3.21 man hours/acre	
Strategic Plan Bold Goals and Five-Year Targets					
Reference	Measure (22)		FY 20XX Estimate	FY 20XX Estimate	
TS	Strategic Target: Plant 15,000 trees between FY17 – FY21		361	660	
TS	Strategic Target: Plant 1,000 trees in Canopy Roads between FY17 – FY21		9	250	
Performance Measures					
Priorities	Performance Measures (23)	FY 201X Actuals	FY 201X Actuals	FY 201X Estimate	FY 201X Estimate
Q1, EN2	Increase the number of Adopt-a-Road litter control groups by 2% over the prior year	2%	10%	2%	2%
Q1, EN2	Inspect and remove high risk wood on 58 miles of Canopy Roads every three years with an annual average of 19.3 miles	12.5	24.5	19	19
Q1, EN2	Perform clear zone maintenance on 15 shoulder miles	18.96	8.3	40	15

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

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

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

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

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

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

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

Leon County Fiscal Year 2019 Adopted Budget

Reader's Guide

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

Leon County Fiscal Year 201X						
Administration						
Strategic Initiatives (001-115-513)						
	FY 201X Actual	FY 201X Adopted	FY 201X Continuation	FY 201X Issues	FY 201X Budget	FY 201X Budget
Budgetary Costs (24)						
Personal Services	803,105	703,283	803,582	16,770	820,352	821,537
Operating	127,349	117,456	117,441	19,400	136,841	136,881
Total Budgetary Costs	930,454	820,739	921,023	36,170	957,233	958,418
Funding Sources (25)						
001 General Fund	730,494	820,719	921,063	36,170	957,233	958,418
Total Revenues	730,494	820,719	921,063	36,170	957,233	958,418
Staffing Summary (26)						
Agenda Coordinator	1.00	1.00	1.00	-	1.00	1.00
Assistant to the County Administrator	1.00	1.00	1.00	-	1.00	1.00
Citizen Services Liaison	1.00	1.00	1.00	-	1.00	1.00
Director of Community & Media Relations	1.00	1.00	1.00	-	1.00	1.00
Public Information Specialist	3.00	3.00	3.00	-	3.00	3.00
Special Projects Coordinator	-	-	1.00	-	1.00	1.00
Executive Assistant	1.00	1.00	1.00	-	1.00	1.00
Sr. Asst. to the County Administrator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	8.00	9.00	10.00	-	10.00	10.00

The major variances for the FY 201X Strategic Initiatives budget are as follows: **(27)**

Increases in Program Funding:

- Costs associated with an increase in the County's portion of funding for the Florida Retirement System: investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.5% effective October 1, 201X and an additional 1.5% effective April 1, 201X. Additional increases reflect the reassignment and reclassification of a Budget Analyst position from the Office of Management and Budget to Special Projects Coordinator as well as the increase for one Social Media Liaison 29-hour OPS employee in the amount of \$16,770.
- Contracts or other obligations for continuity of services in the amount of \$18,400 including:
 - County Link advertising \$4,000
 - WFSU Radio \$10,400
 - Social Media Marketing \$5,000

(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 201X - 201X Capital Improvement Program																																																										
Culture & Recreation																																																										
Overview	Managing Departments (28)																																																									
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 FY1X include: Greenways and Parks Capital Maintenance, and the Northeast Community park property acquisition.	Table 24.7 shows that Parks & Recreation will manage 78% of the FY1X culture and recreation capital improvement projects. Facilities Management will manage three projects and Management Information Systems will manage one, accounting for 22% of the Culture and Recreation capital improvement projects.																																																									
Funding Sources (29)	Table 24.7																																																									
Figure 24.4 shows that 100% (\$1.19 million) of culture and recreation projects are funded in FY1X by general revenue or the Capital Improvements Fund (Fund 305).	FY14 Culture & Recreation Projects By Managing Department																																																									
Figure 24.4	Table 24.7																																																									
FY1X Culture & Recreation Projects By Funding Source	FY14 Culture & Recreation Projects By Managing Department																																																									
	<table border="1"> <thead> <tr> <th>Managing Department</th> <th># of Projects</th> <th>FY14 Budget</th> </tr> </thead> <tbody> <tr> <td>Management Information Services</td> <td>1</td> <td>\$20,000</td> </tr> <tr> <td>Parks and Recreation</td> <td>14</td> <td>\$1,171,000</td> </tr> <tr> <td>Total</td> <td>15</td> <td>\$1,191,000</td> </tr> </tbody> </table>		Managing Department	# of Projects	FY14 Budget	Management Information Services	1	\$20,000	Parks and Recreation	14	\$1,171,000	Total	15	\$1,191,000																																												
Managing Department	# of Projects	FY14 Budget																																																								
Management Information Services	1	\$20,000																																																								
Parks and Recreation	14	\$1,171,000																																																								
Total	15	\$1,191,000																																																								
Operating Budget Impacts (30)	Table 24.8																																																									
Table 24.8 shows the estimated impacts that some Culture and Recreation projects have on the operating budget. Impacts are shown in the fiscal year which they are anticipated to begin as well as the outyears that are affected by additional operating costs. These impacts are only estimates and are subject to change.	Culture & Recreation Operating Budget Impacts																																																									
<table border="1"> <thead> <tr> <th>Project</th> <th>Project #</th> <th>FY1X Estimate</th> <th>FY1X Estimate</th> <th>FY1X Estimate</th> <th>FY1X Estimate</th> <th>FY1X Estimate</th> </tr> </thead> <tbody> <tr> <td>Athletic Field Lighting</td> <td>046008</td> <td>10,000</td> <td>10,000</td> <td>10,000</td> <td>10,000</td> <td>10,000</td> </tr> <tr> <td>Fred George Park</td> <td>043007</td> <td>9,803</td> <td>19,580</td> <td>19,580</td> <td>19,580</td> <td>19,580</td> </tr> <tr> <td>Micosauke Greenway</td> <td>044003</td> <td>-</td> <td>1,000</td> <td>1,000</td> <td>1,000</td> <td>1,000</td> </tr> <tr> <td>Micosauke Park</td> <td>044002</td> <td>11,160</td> <td>11,160</td> <td>11,160</td> <td>11,160</td> <td>11,160</td> </tr> <tr> <td>St Marks Headwaters Greenway</td> <td>047001</td> <td>-</td> <td>40,700</td> <td>40,700</td> <td>40,700</td> <td>40,700</td> </tr> <tr> <td>Woodville Community Park</td> <td>041002</td> <td>-</td> <td>-</td> <td>8,000</td> <td>8,000</td> <td>8,000</td> </tr> <tr> <td>Total</td> <td></td> <td>\$30,963</td> <td>\$82,440</td> <td>\$88,440</td> <td>\$88,440</td> <td>\$88,440</td> </tr> </tbody> </table>	Project	Project #	FY1X Estimate	FY1X Estimate	FY1X Estimate	FY1X Estimate	FY1X Estimate	Athletic Field Lighting	046008	10,000	10,000	10,000	10,000	10,000	Fred George Park	043007	9,803	19,580	19,580	19,580	19,580	Micosauke Greenway	044003	-	1,000	1,000	1,000	1,000	Micosauke Park	044002	11,160	11,160	11,160	11,160	11,160	St Marks Headwaters Greenway	047001	-	40,700	40,700	40,700	40,700	Woodville Community Park	041002	-	-	8,000	8,000	8,000	Total		\$30,963	\$82,440	\$88,440	\$88,440	\$88,440		
Project	Project #	FY1X Estimate	FY1X Estimate	FY1X Estimate	FY1X Estimate	FY1X Estimate																																																				
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(28) Managing Departments - This section highlights the departments that manage the capital projects within the service type. It describes the number of projects managed, the overall dollar amount of the managing department, and the percentage of the total budget managed for that service type.

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

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

Leon County Fiscal Year 2019 Adopted Budget

Reader's Guide

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

Leon County Fiscal Year 201X - 202X Capital Improvement Program										
Street Lights Program - Unincorporated Areas										
Dept/Div:	Engineering Services	Comp Plan C/E Project:	N/A							
Project #:	057013	Capital Improvement:	N/A							
Service Type:	Transportation	Level of Service Standard:	N/A							
Status:	Existing Project	Strategic Priority:	Q3	(31)						
Project Description/Justification (32)										
<p>This project is for the placement of street lights in the unincorporated areas on County roads and intersections. On May 10, 2016, the Board directed County staff to develop a formal policy with specific criteria for the placement of street lights in the unincorporated areas of the County. To ensure the timely progress of this project, on July 12, 2016, the Board approved \$125,000 in FY 2016 funding for street lights placement.</p> <p>On February 7, 2017, the Board adopted the Street Lighting Eligibility Criteria and Implementation Policy and approved a list of projects for implementation. An annual budget of \$125,000 was established for an estimated three to four projects per year for various types of roadways that may warrant the placement of street lights by the County.</p>										
Strategic Initiative (33)										
Increase safety in the unincorporated area through the development of a new street lighting program and evaluation of the need for additional signage. (2016-33)										
Financial Summary (34)										
	Life To Date FY 2016	Adjusted Budget FY 2017	Year To Date FY 2017	FY 2018 Budget	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	125,000	0	125,000	125,000	125,000	125,000	125,000	625,000	750,000
	0	125,000	0	125,000	125,000	125,000	125,000	125,000	625,000	750,000
Policy/Comprehensive Plan Information (35)										
Street Lights Programs, ordinance and policy.										
Operating Budget Impact (36)										
	FY 2018 Budget	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned					
106 Transportation Trust	10,000	10,000	10,000	10,000	10,000					
	10,000	10,000	10,000	10,000	10,000					

Operators' budget was increased by \$10,000 in FY 2017 to address the increased utility and maintenance costs for new street lights.

(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 2018

ECONOMY ENVIRONMENT QUALITY OF LIFE GOVERNANCE



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



VISION

A community that is safe,
healthy and vibrant.

MISSION

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

LEON COUNTY

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

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



County Administrator Vincent S. Long

addressing the needs of the day and shaping our future.

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

And we cannot do all this alone. Over the next five years 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 44 strategic initiatives ensure that the optimized resources of the County are aligned to address the community's most pressing issues and to achieve the County's top priorities.

Bold Goals and Targets

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

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

ECONOMY

PRIORITY

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



(EC1)

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



(EC3)

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



(EC2)

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



(EC4)

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

BOLD GOAL

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

PROGRESS TO DATE

18%
(\$895.8 Million)





5-YEAR TARGETS

PROGRESS TO DATE

- » Attract 80 state, regional, or national championships across all sports

18% (14 Championships)
- » Co-create 500 entrepreneur ventures and 11,500 new jobs, including 400 high-wage jobs in high tech clusters

16% entrepreneur ventures (78), 46% new jobs (5,344), 41% high-wage jobs (163)
- » Connect 5,000 students & citizens to middle skilled job career opportunities

31% (1,560 Students and Citizens)
- » Host 100,000 residents & visitors as part of the Amphitheater County Concert Series

7% (6,785 Residents and Visitors)



ENVIRONMENT

PRIORITY

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



(EN1)

Protect the quality and supply of our water.



(EN3)

Promote orderly growth and sustainable practices.



(EN2)

Conserve and protect environmentally sensitive lands and our natural ecosystems.



(EN4)

Reduce our carbon footprint.

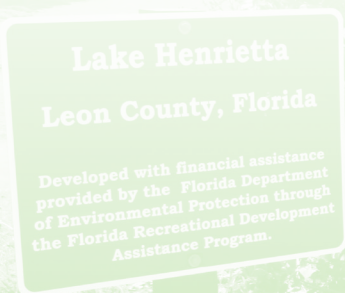
BOLD GOAL

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

PROGRESS TO DATE

610

septic tank upgrades or eliminations in progress





5-YEAR TARGETS

PROGRESS TO DATE

- » Plant 15,000 trees including 1,000 in canopy roads 4% (661 Trees)
- » Ensure 100% of new County building construction, renovation and repair utilize sustainable design On target
- » 75% community recycling rate 55% Recycling Rate
- » Construct 30 miles of sidewalks, greenways and trails 34% (10.65 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)



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



Support strong neighborhoods.



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



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



Provide essential public safety infrastructure and services.



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



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

BOLD GOAL

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

PROGRESS TO DATE

21%
(\$21.2 Million)*

** Estimate based upon available data.*





5-YEAR TARGETS

PROGRESS TO DATE

- | | |
|--|------------------------|
| » Double the number of downloadable books at the library | 74% (10,002 New Books) |
| » Construct 100 fire hydrants | 15% (15 Fire Hydrants) |
| » Train 8,500 citizens in CPR/AEDs | 18% (1,572 Citizens) |
| » Open 1,000 new acres of park land to the public | 225 acres |



GOVERNANCE

PRIORITY

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



(G1)

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



(G4)

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



(G2)

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



(G5)

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



(G3)

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

BOLD GOAL

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

PROGRESS TO DATE

24%
(120 Citizen Ideas)



5-YEAR TARGETS

PROGRESS TO DATE

- » Reduce by at least 30% the average time it takes to approve a single family building permit

30% towards reaching target (1 day faster)
- » Achieve 90% employee participation in the County's "My Rewards" Well Being Program

88% Participation (496 Employees Participating)
- » Reduce by 60% the outstanding debt of the County

19% Reduction
- » 100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace

10% 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 the joint County/City disparity study and enhancements to the MWSBE



- program. (2016-7)
- » (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)

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 the long term management plan for the Canopy Roads including an active tree planting program. (2016-17)
- » (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)

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 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. (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 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)

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)

OUR VALUE PROPOSITION

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

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



IN SUMMARY

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	18% (\$895.8 Million)	» Attract 80 state, regional, or national championships across all sports	18% (14 Championships)
			» Co-create 500 entrepreneur ventures and 5,500 new jobs, including 200 high-wage jobs in high tech clusters	78 of 500 entrepreneur, 100% new jobs, and 163 of 200 high-wage
			» Connect 5,000 students and citizens to middle skilled job career opportunities	31% (1,560 Students and Citizens)
			» Host 100,000 residents and visitors as part of the Amphitheater County Concert Series	7% (6,785 Residents and Visitors)
ENVIRONMENT	Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone	610 610 septic tank replacements are in progress	» Plant 15,000 trees including 1,000 in canopy roads	4% (661 Trees)
			» Ensure 100% of new County building construction, renovation and repair utilize sustainable design	On target
			» 75% community recycling rate	55% Recycling Rate
			» Construct 30 miles of sidewalks, greenways and trails	34% (10.65 Miles)
QUALITY OF LIFE	Secure more than \$100 million in Veteran Affairs benefits for Leon County veterans & their families	21% (\$21.2 Million)* <i>* Estimate based upon available data.</i>	» Double the number of downloadable books at the library	74% (10,002 New Books)
			» Construct 100 fire hydrants	15% (15 Fire Hydrants)
			» Train 8,500 citizens in CPR/AEDs	18% (1,572 Citizens)
			» Open 1,000 new acres of park land to the public	225 acres
GOVERNANCE	Implement 500 citizen ideas, improvements, solutions & opportunities for co-creation	24% (120 Citizen Ideas)	» Reduce by at least 30% the average time it takes to approve a single family building permit	30% towards reaching target (1 day faster)
			» Achieve 90% employee participation in the County's "My Rewards" Well Being Program	88% Participation (496 Employees Participating)
			» Reduce by 60% the outstanding debt of the County	19% Reduction
			» 100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace	10% of Employees Trained

Leon County needs your help shaping the years ahead

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

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

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



Leon County Courthouse, Suite 502
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Leon County Fiscal Year 2019 Adopted Budget

Reporting Results: Strategic 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 staffs’ 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 Strategic 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.

Economy Measures		FY 2017 Actual	FY 2018 Estimate	FY 2019 Estimate	FY 2020 - FY 2021 Estimate	Total
Bold Goal	Grow the Five-year Tourism economy to \$5 billion (BG1) ¹	\$0.90 Billion	\$0.92 Billion	\$0.93 Billion	TBD	\$2.75 Billion
Targets	Attract 80 state, regional, or national championships across all sports (T1) ²	14	17	20	TBD	51
	Connect 5,000 students and citizens to middle skilled job career opportunities (T3) ³	1,560	1,000	1,000	TBD	3,560
	Host 100,000 residents and visitors as part of the Amphitheater County Concert Series (T4) ⁴	6,785	15,000	15,000	TBD	36,785

Notes:

1. Staff anticipates year-round visitation will continue to increase through aggressive marketing, sales and promotional activities that are guided by research and focused toward targeted, high value audience segments.
2. Staff anticipates attracting additional championships to Leon County by capitalizing on past successes, relationships with prominent event organizers and national associations, and the strength of tremendous facilities like Apalachee Regional Park to assure future progression and growing national prominence for sports tourism.
3. To reach this Target, staff has identified new opportunities to interact with the community beyond the Leon Works Expo, an annual event with attendance of approximately 500-600 people. This includes the launch of the Leon Works Junior Apprenticeship program as well as participation in the Ghazvini Learning Center’s monthly career luncheons. As a result, 1,560 students and citizens have been connected to middle skilled job opportunities since the start of fiscal year 2017, 31% of the County’s five-year Target. Staff anticipates annually connecting 1,000 students and citizens to middle skilled job career opportunities per through the County’s Leon Works, Junior Apprentice, and other related programs.
4. Staff anticipates attracting more concert attendees by enhancing the County’s growing reputation for live entertainment among travelers by offering high profile, quality performances at Capital City Amphitheater. Staff will work closer with the County’s contractor to find high quality acts that will fill the Amphitheater rather than smaller more frequent shows.

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Leon County Fiscal Year 2019 Adopted Budget

Reporting Results: Strategic Target and Bold Goal Tracking

Environment Measures		FY 2017 Actual	FY 2018 Estimate	FY 2019 Estimate	FY 2020 - 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	1,964	11,000	TBD	13,679
	(...) including 1,000 in canopy roads (T5) ³	18	210	270	TBD	498
	Ensure 100% of new County building construction, renovation and repair utilize sustainable design (T6) ⁴	100%	100%	100%	TBD	100%
	75% community recycling rate (T7) ⁵	55%	66%	65%	TBD	65%
	Construct 30 miles of sidewalks, greenways and trails (T8) ⁶	10.35	11.5	8.6	TBD	30.7

Notes:

- By leveraging Blueprint water quality funds approved as part of the early passage of the sales tax extension and projected construction schedules, approximately 575 septic tanks can be eliminated from the PSPZ in the Woodside Heights, NE Lake Munson and Belair/Annawood neighborhoods. In addition, Florida Department of Environmental Protection (FDEP) awarded Leon County a grant to implement a Passive Onsite Sewage Nitrogen Reduction Pilot Project for the Wilkinson Woods Subdivision which will upgrade an additional 35 septic tanks. Finally, Leon County is implementing the Woodville Septic to Sewer Project through the preliminary design of a central sanitary sewer collection system and transmission system from Woodville to the City of Tallahassee collection system at Capital Circle SE. Like the other projects, the Woodville project is funded through sales tax and an FDEP grant. The County anticipates future grant funding from FDEP to support additional phases of the Woodville project.
- 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 is included in these numbers. The significant increase of trees anticipated to be planted in FY 2019 compared to FY 2018 accounts for 9,750 trees anticipated to be planted at the J.R. Alford Greenway as part of its 10-year Land Management Plan.
- This is the aggregate of the total number of trees planted in canopy roads by Public Works. The Budget includes \$75,000 to develop an active canopy road tree planting program, estimated to plant 1,000 trees on canopy roads between FY 2018 and FY 2021.
- Staff seeks every opportunity to use sustainable design practices. Such work is required by the County's Professional Services Guidelines and the Facilities Design Guidelines, which are referenced in design consultant contracts. The specific measures taken vary widely due to the nature of each project; however measures typically include items such as reducing the size of County buildings, energy conservation by utilizing advanced systems and materials, and conserving water with low volume fixtures. It is anticipated that by FY 2021, all County building projects will utilize sustainable design.
- Percent of Waste Tonnage Recycled – 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 actual number for FY 2017 represents how the County performed in FY 2016 and the actual number for FY 2018 will represent how the County performed for FY 2017.
- 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 is included in these numbers. Staff estimates a total of 10 miles of sidewalk will be constructed FY 2018 through FY 2021 through the continued implementation of the County's Sidewalk Program and other transportation capital projects.

Leon County Fiscal Year 2019 Adopted Budget

Reporting Results: Strategic Target and Bold Goal Tracking

Quality of Life Measures		FY 2017 Actual	FY 2018 Estimate	FY 2019 Estimate	FY 2020 - FY 2021 Estimate	Total
Bold Goal	Secure more than \$100 million in Veteran Affairs benefits for Leon County veterans and their families (B3) ¹	\$21,233,727	\$22,122,888	\$23,051,332	TBD	\$66,407,947
Targets	Double the number of downloadable books at the library (T9) ²	10,002	10,875	12,375	TBD	12,375
	Construct 100 fire hydrants (T10) ³	15	20	35	TBD	70
	Train 8,500 citizens in CPR/AEDs (T11) ⁴	1,572	1,700	1,800	TBD	5,072
	Open 1,000 new acres of park land to the public (T12) ⁵	0	204	426	TBD	630

Notes:

1. The 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 in the summer of 2019. 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. 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. This substantial increase is the result of Leon County joining the Panhandle Library Access Network (PLAN), which allows regional libraries to cooperatively purchase E-Books, E-Audio Books, E-Magazines, and other electronic products. . To achieve the five-year goal of doubling the number of downloadable ebooks, the Library has calculated the number of downloadable books to purchase and add to the collection each month, at the same time, taking into consideration the number of books that are taken off the platform as licenses expire.
3. Fire hydrant construction is subject to available funding. Budgeted out-years tentatively allocate \$150,000 annually for the construction of new fire hydrants. Of this, \$50,000 is dedicated for a matching program which allows a HOA or citizen and the County to evenly share in the cost of hydrant installations. Based on available funding, staff estimates approximately 35 hydrants can be installed per year to meet the target.
4. In order to train 8,500 citizens in CPR and AED use over the next five years, EMS will continue to partner with businesses, organizations, churches and schools to reach this goal. Additionally, EMS will host several larger events such as "Press the Chest" to reach out to the entire community.
5. This is the aggregate of the total park acres constructed by the Office of Resource Stewardship. Additionally, the Blueprint Intergovernmental Agency constructs parks with local sales tax dollars, which is included in these numbers. The FY 2018 estimate is comprised of opening a portion of the St. Marks Headwaters Greenway (161 acres) and a portion of the NE Park (43 acres). The FY 2019 estimate is comprised of opening Phase II of the St. Marks Headwaters Greenway (426 acres).

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Leon County Fiscal Year 2019 Adopted Budget

Reporting Results: Strategic Target and Bold Goal Tracking

Governance Measures		FY 2017 Actual	FY 2018 Estimate	FY 2019 Estimate	FY 2020 - FY 2021 Estimate	Total
Bold Goal	Implement 500 citizen ideas, improvements, solutions and opportunities for co-creation (B4) ¹	107	100	100	TBD	307
Targets	Reduce by at least 30% the average time it takes to approve a single family building permit (T13) ²	9%	18%	27%	TBD	27%
	Achieve 90% employee participation in the County's "My Rewards" Well Being Program (T14) ³	88%	89%	89%	TBD	89%
	Reduce by 60% the outstanding debt of the County (T15) ⁴	17%	17%	15%	22%	71%
	100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace (T16) ⁵	10%	30%	60%	TBD	60%

Notes:

- Staff anticipates implementing 100 citizen ideas, improvements, solutions and opportunities for co-creation each year. However, this is subject to citizen feedback.
- During FY 2016, the average number of days a permit was under review by staff prior to issuance was 11 business days. 11 business days is the baseline figure for which the target was contemplated when staff proposed the measurable target for the governance section of the updated Strategic plan. A one day reduction equates to 9%. If one day is deducted from the base each year, FY 2018 would be 18% and FY 2019 would be 27%. With a one day reduction the 309 single family building permits were issued during FY 2017 for new construction. During this period the average number of staff review days prior to permit issuance was 10 business days. The average review time decreased in FY 2017, even with a nearly 20% increase in single family permit requests and ongoing implementation of the County's new online permitting portal and new permit tracking software. It is anticipated the average review time for single family permits for new construction will continue to decrease each fiscal year based on the new Accela Citizens Access software reaching full functionality.
- 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. Staff anticipates an annual increase between FY 2017 through FY 2021, achieving 90% employee participation in the County's "My Rewards" Well Being Program in FY 2021.
- 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 will pay \$589,918 worth of interest and make principal payments totaling \$6,982,000 in FY 2019, for a 15% debt reduction. Bonds issued to acquire Leon County Office Annex Building will be paid off by FY 2021, significantly reducing the amount of remaining debt.
- To ensure 100% of County employees are trained, Human Resources will increase the number of trainings provided each year. Additionally, Staff will work directly with program areas to provide on-site trainings at work areas where staff are required to work 24/7 shifts.

Leon County Fiscal Year 2019 Adopted Budget

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Leon County Fiscal Year 2019 Adopted Budget

Budget Overview

Budget Overview

The total budget for FY 2018/2019 is \$263,600,197, a 3.89% increase over last fiscal year. The **operating budget** of \$241,719,656 represents an increase of 3.17% from last year's adopted budget. The **capital budget** of \$21,880,541 represents a 12.66% increase from last year.

Funding

The FY 2019 adopted budget was developed in a steadily improving economic environment, where growth in property tax revenues and state sales tax revenues are beginning to cover the inflationary costs of governmental expenses without having to reduce program services. Property valuations increased 6.56% from FY 2018. The FY 2019 budget is \$263 million, a 3.89% increase over the previous year's budget, with the millage rate remaining for the seventh consecutive year at 8.3144.

The FY 2019 budget addresses three key areas to ensure the long term financial well-being of the County as an organization: pending property tax reform by creating a special recurring reserve account totaling \$2.09 million to assist in balancing out-year budgets; reducing the reliance on fund balance for recurring operating expenses by reducing use of fund balance by \$500,000; and increasing the recurring transfer to fund the capital program by increasing the total transfer to \$5.0 million, \$1.1 million over FY 2018.

Figure One: FY 2018/2019 Expenditures

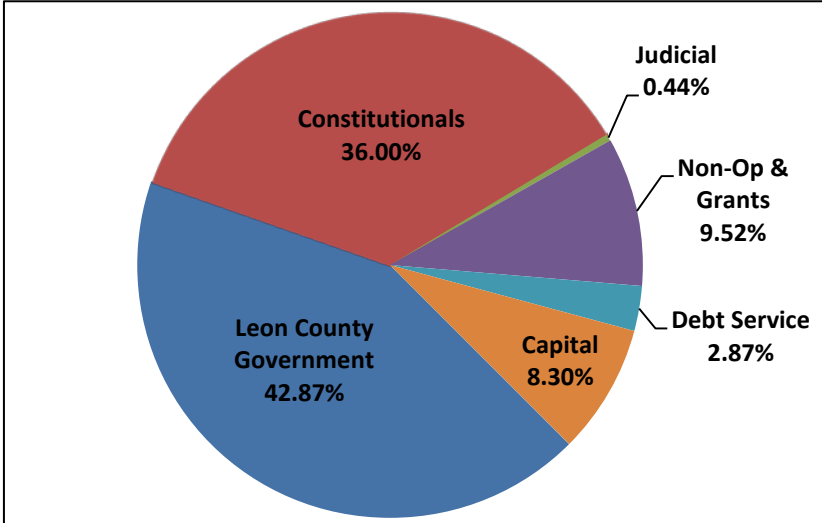
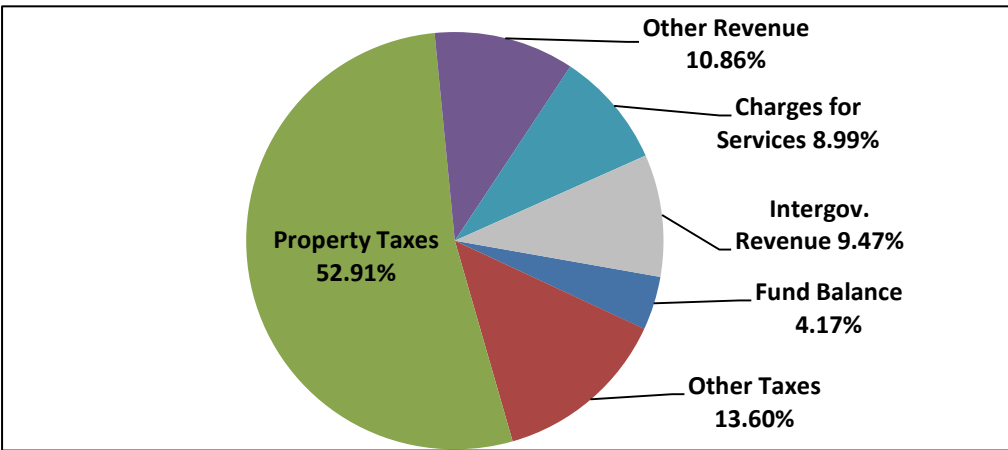


Figure One depicts the budget as it is reflected organizationally. The FY 2018/2019 budget shows a slight increase in most of the service levels to maintain and improve quality services in high priority, mandatory and essential programs such as public safety and transportation.

Figure Two: FY 2018/2019 Revenues



The Florida Statutes require that all local government budgets be balanced. Leon County's FY 2018/2019 budget of \$263,600,197 is balanced with the use of a variety of revenue sources, and fund balances, and retained earnings from previous fiscal years. Slightly more than half of Leon County's revenue is derived from property taxes.

Figure Two displays the major classifications of revenue sources used in support of the FY 2018/2019 adopted 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 2019 Adopted Budget

Budget Overview

FY 2019 Budget Policy Guidance

To ensure the budget is developed in a deliberate and transparent manner, the Board adopted a Budget Calendar at the January 23, 2018 meeting. Subsequent to the adoption of the Budget Calendar, at the February 27, 2018 meeting, the Board provided initial policy direction by establishing maximum discretionary funding levels, including:

- Maintaining Community Human Service Partnership (CHSP) funding at \$1.2 million
- Providing \$100,000 in continued support for the Kearney Center; and
- Allocating \$27,000 in Special Event Funding.

Additionally, the Board Allocated \$552,200 in Transportation Fund Reserves to fund the purchase of debris removal equipment in advance of the hurricane season, and reclassified three equipment operator positions to heavy equipment operators. This was in response to a review of recommendation of the Hurricane Irma After-Action Report Recommendation 85.1 *Prepare a budget discussion item for Board consideration during the FY 2018-19 budget cycle to evaluate the purchase of debris removal trucks and equipment for Public Works in order to deploy additional resources for debris removal needs and to expedite day-to-day operations.* Waiting until the budget workshop would have delayed a decision on purchasing the equipment, and the delay of its delivery until after hurricane season ended.

The Board also allocated \$41,450 for enhanced cyber security monitoring subsequent to the hacking of the County's website last year.

Allocated \$87,783 to the Bethel Empowerment Foundation for the Bethel/Ready4Work-Tallahassee Reentry Program. During the December 11, 2017 retreat, the Board requested

budget discussion pertaining to Ready4Work. By providing these resources to approximately 20 former Leon County Detention Facility Inmates in FY 2018, immediate assistance towards crime prevention was provided.

At the April 24, 2018 Budget Workshop, the Board held a budget policy workshop to discuss items affecting the development and preparation of the FY 2019 budget. The Board provided policy guidance on many issues, including:

- Reduction in Emergency Medical Services fees by 24% effective June 1, 2018 and modifications to the Hardship Policy
- Authorized the Sheriff's Office to utilize and improve the County's Tyson Road property for law enforcement training.
- Multiyear funding strategy to implement the Miccosukee Rural Community Sense of Place Plan.
- Preliminary project list for the Livable Infrastructure for Everyone (LIFE) Program.
- Funding request from Big Bend Crime Stoppers, Inc.
- Annual review of Outside Agency contracts in the amount of \$919,234.
- \$30,000 in funding to construct dog parks in unincorporated Leon County.
- Expansion of solar energy improvements at County facilities using \$190,000 from the BP Oil Spill settlement.

The Board held its final budget workshop on June 19, 2018, and ratified the actions it took at the workshop on July 10, 2018. This important workshop addressed:

- Gender-based pay equity in Leon County Government.

Leon County Fiscal Year 2019 Adopted Budget

Budget Overview

- Funding requests associated with the Leon County Division of Tourism Strategic Plan, including the sale of the Tourism Building. The sale will allow the County to relocate the Division of Tourism to the County's Amtrak Building which is in a more strategic location to maximize the community's most significant tourism assets including: the Gaines Street corridor and hotels; Railroad Square Art Park; and the future Convention Center and hotel contemplated in FSU's Arena District Master Plan.
- Approving continued funding for the Junior Apprentice Program in partnership with CareerSource.
- Funding for Be the Solution, Inc. pet overpopulation prevention activities in the amount of \$16,626.

The FY 2019 Adopted Budget Highlights

The FY 2019 budget was developed in an improving economic environment, where growth in property tax revenues and state sales tax revenues are beginning to cover the inflationary cost of governmental expenses without having to reduce program services. However, revenues are still lower than prior to the recession, and County staff remains diligent in evaluating the budget for opportunities to work more efficiently within our existing resources.

The FY 2019 adopted budget includes the budget year and four planned years. Pursuant to Florida Statute, the Board adopts only the upcoming budget year and not the planned years. The out years are provided for information and planning purposes only and are adjusted accordingly during the actual year of implementation.

As presented, the FY 2019 adopted budget totals \$263,600,197 which reflects a 3.89% percent increase from FY 2018. The FY 2019 budget is balanced as follows:

Major highlights of the adopted budget include:

- No change in either the Countywide Millage Rate of 8.3144 mills or the 0.5 EMS MSTU with an increase in countywide in property values of 6.56 %.
- Several million dollars in cost avoidance and budget reductions identified through the County's Employee Awards program - I2 (squared) and Cross Departmental Action Teams (CDATs), as well as, through competitive procurements, innovative approaches to facility capital maintenance, and leveraging financial markets to reduce debt costs.
- The reduction in the use of general fund balance from \$2.5 million to \$2.0 million. At the height of the recession, \$5.0 million was used.
- A capital improvement program focused on the maintenance of existing infrastructure supported by an increase in general revenue transfer to \$5.0 million from the current \$3.9 million. This is compared to no funds being transferred to the capital program at the height of the recession.
- CRA payment reduction of \$1.0 million, which is set aside in reserve for the Homestead referendum. This savings, plus an additional \$1.09 million in ad valorem revenue is set aside in a \$2.09 million reserve account to address the impacts of the additional homestead exemption referendum in the November, 2018 General Election ballot.
- Support for all Constitutional Officer budget requests, including funding for the second year of a three-year Sheriff's staffing plan for enhanced law enforcement efforts in the community and continued support for the replacement of patrol vehicles.

Leon County Fiscal Year 2019 Adopted Budget

Budget Overview

- Funding to support strategic initiatives including: conversion to Microsoft 365, funding for dog parks in the unincorporated area, increased funding for Created Equal, support for the State Attorney Diversion program, and capital funding for amenities at the Apalachee Regional Park to support the NCAA Tournament in 2021.
- Funding to support a new Water Quality Engineer to assist with the implementation of over \$17 million in Primary Spring Protection Area septic to sewer projects, with an additional \$40 million planned over the next six years. 2021.
- Funding for a new Park Attendant and related equipment to assist with the additional amenities and on-going maintenance of Apalachee Regional Park cross country course.
- Level funding for the Primary Healthcare and CHSP programs.

Cost Avoidance and Savings

Coming out of the recession, the County has been deliberate in continuing to evaluate all expenditures with the same approach as when revenues were declining. Prior to developing the budget, County staff continually looks at efficiencies and cost avoidance throughout the year to avoid unnecessary increases in the budget and correspondingly award and recognize employee innovation. Through the County's Employee Awards program - I² (squared), to date the program has saved the County \$1.45 million in recurring costs and \$450,000 in one-time costs. Examples of some savings include:

- Ambulance Refurbishment Project (\$135,000): This project allows for old ambulance module/box to be reused by remounting it on a new ambulance chassis. This results in a savings of

\$45,000 per ambulance, of which \$135,000 will be saved during FY 2018. If four ambulances are refitted each year, as is projected in the current CIP, this will save the EMS fund \$900,000 over five years.

- Restructuring Public Information Advertising (\$54,000): By consolidating ads, increasing ad placements in the County LINK and strategically picking high volume publication dates, CMR staff was able to save and avoid costs totaling almost \$54,000 in recurring publication savings.
- Oracle Licensing Savings (\$282,150): By negotiating a conversion from standard licensing agreement to an enterprise licensing agreement staff realized a one-time savings of \$282,150 in the GIS Oracle agreement.

In addition to the County employee incentive program (I²), an approximate \$800,000 in cost savings and avoidances have been realized:

- Sheriff Training Facility: In order to improve new law enforcement training facilities, a separate budget discussion item considers partnering with the Leon County Sheriff's Department to utilize vacant County owned land and existing Sheriff resources to avoid \$800,000 in property acquisition and construction costs.

In addition to direct cost savings, Leon County continues to be sensitive to taxpayer preferences and needs. While the adopted budget maintains a constant millage rate, and no new or increased fees, the budget also includes a significant recommended reduction in Ambulance Fees:

- Reduction in Ambulance Fees (\$800,000): As approved at the April 24, 2018, Budget Policy Workshop, effective June 1, 2018, ambulance transport fees were reduced 24%. The

Leon County Fiscal Year 2019 Adopted Budget

Budget Overview

new EMS fee schedule is based on 200% of the current Medicare schedule and follows a common industry standard. Adjusting the rates will provide significant financial benefit to EMS customers, both insured and uninsured. The County continues to utilize existing EMS fund balance to operate EMS. However, based on the funding approach approved to offset the \$800,000 in reduced revenue, the EMS Fund is still on track to not need additional recurring revenues until FY 2021.

Revenues and Expenditures

The following section provides details regarding major changes in revenues and expenditures from the preceding fiscal year.

Revenues

Property Taxes: The budget is based on maintaining the 8.3144 millage rate. The Property Appraiser's July 1, valuations reflects property values increasing 6.56%. Maintaining the current millage rate provides \$8.09 million in additional ad valorem revenue, which under the Florida Statute even without a change in the millage rate is considered a property tax increase. The increased property values pays for the inflationary costs of basic government service levels, and supports an increase in the recurring transfer to fund the capital program.

Retaining the millage rate with the increase in property values is consistent with the County's deliberate long term financial planning efforts. During the "Great Recession", the County maintained the millage rate, and passed property tax savings to the community. Post-recession, long term planning by the County, showed the millage rate being maintained in order to increase the ad valorem revenue necessary to counter balance inflationary expenditure increases, properly budget for capital and reduce reliance on the use of

recurring fund balance to fund the operating budget.

General Revenues: Increases in State Shared, ½ Cent Sales Tax and Public Services Tax revenues are anticipated to generate additional revenue of \$897,771. Total projections for these funds are slightly above the FY 2006 pre-recession collections, a further indication of an improving economy. Current fiscal year sales tax related revenues are meeting projections, and the FY 2019 forecasts are estimated to continue to grow at a moderate 3.0%.

Interest Allocation: Given the current interest rate environment where the Federal Reserve is slowly increasing interest rates, interest earnings are estimated to modestly increase by \$361,141. In addition, the County has received \$9.6 million in FEMA and state reimbursement for funds expended during Hurricane Hermine, which will replenish County general fund reserves, thereby increasing average daily balances on interest bearing accounts and investments.

Gas Taxes: Gas tax revenue is projected to increase a modest 0.7% or \$85,122. As gas taxes are consumption based (taxes are per gallon, not a percentage of cost) and with the continued increase in fuel efficiency, future revenue increases are projected to increase modestly, or actually decline over time.

Reduction in Use Fund Balance: In keeping with the long term deliberate strategy to reduce the reliance on fund balance, the adopted budget contemplates a reduction in the use of fund balance by \$500,000 or 20%. This will reduce the use of fund balance from \$2.5 million in FY 2018 to \$2.0 million in FY 2019. At the depths of the recession, the fund balance usage had grown to \$5.0 million.

Expenses

Sheriff: The Sheriff requested a Law Enforcement and Correction budget with an increase of \$4.316 million or 5.8% percent.

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Approximately \$750,000 or 18% of the increase has been requested to adequately fund the vehicle replacement schedule. This establishes the annual level of funding necessary to support an industry standard fleet replacement program; this amount is not projected to increase in the future. In addition to increases in salary and benefits (including health insurance and retirement), the budget includes three new school resource officers to be stationed at unincorporated elementary schools and paid 100% by Leon County Schools. A new records technician is included to support public records requests related to the Sheriff's Office implementing body cameras. The cost of the records position is "revenue neutral" based on an anticipated increase in fees collected for public records related to body camera footage. Lastly, a fleet mechanic position is necessary to maximize the life expectancy of the fleet and reduce patrol vehicle downtime by increasing preventative maintenance, which will also mitigate long term repair costs. In total, the Sheriff's Office includes 14 new positions. Lastly, in addition to other normal contractual increases associated with uniforms, food services, etc., there is a \$200,000 increase to cover the rising cost of medical care at the Detention Facility. Sheriff staff worked closely with County staff during the budget development process to manage the increased budget request as much as possible, while still maintaining the public safety requirements of the Sheriff's Office.

Leon County Employee Salary and Benefits: Leon County General revenue related expenses for personnel will increase \$1.72 million. This includes funding for performance raises (0-5%, with an average of 3%), health insurance, workers compensation and retirement.

Transfer to Capital: Building on last year's budget, the adopted budget continues to incrementally increase the recurring transfer to the County's capital program. During the recession, the County suspended the transfer of recurring dollars to the capital program, and

instead relied on accumulated fund balances to fund capital projects. Based on current projections and infrastructure maintenance needs, ideally at least \$8.0 million in recurring funds should be transferred annually in support of the capital improvement program (CIP). The FY 2018 budget included a \$3.9 million transfer; the FY 2019 adopted budget reflects the transfer increasing to \$5.0 million.

Reserve for Property Tax Reform and Offsetting Reduction in Frenchtown CRA Payment: The recently renegotiated CRA agreement will reduce the payment to the Frenchtown CRA in FY 2019 by \$1.0 million. This CRA renegotiation was done in order to provide savings to the County if the additional property tax referendum passes in November 2018. In keeping with the Board's long-term financial plan, the adopted budget sets aside this \$1.0 million in a dedicated reserve account to be used for future budget balancing. The total reserve account totals \$2.09 million with the additional \$1.09 million provided from the property tax revenue. To continue strengthening the County's long-term financial stability, if the referendum fails, the savings will be available to reduce the ongoing recurring use of fund balance and/or increase the annual general revenue transfer to support capital projects.

Contractual Obligations and Interlocal Agreements: Total increases in this category are \$708,400. Increases in this category include: Parks and Recreation & Animal Control agreements with the City of Tallahassee (\$43,159); a building automation system upgrade (\$35,000) and UPS Annual Maintenance Contract (\$90,000) at the Public Safety Complex, which 50% is reimbursed by the City of Tallahassee; Housing rehabilitation funding (\$10,000); and licensing software renewals and materials for the Library system (\$20,000). In addition, funding is allocated for additional closed captioning services for televised Board meetings and workshops (\$25,000); and Human Resources funding for the diabetes, pre-diabetes, and weight

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management telehealth program in continued support of the County's Wellness Program (\$15,000).

In addition, Public Works intends to realign an existing crew currently assigned to bridge repair/maintenance to instead maintain the increasing number of County sidewalks. In replacement of the crew and in order to prolong the service life of the County's bridges, Public Works intends to utilize private contractors certified by FDOT to perform specialized structural bridge repairs, as well as perform general bridge maintenance and guardrail installation (\$75,000).

Medicaid: The County is required by Florida Statute 409.915, to contribute to State's share of matching funds for the Medicare Program. The County was notified that annual contribution was increased by \$189,585 or 6.7% for FY 2019.

DSEM Support: In keeping with the Board's interest in not increasing development fees, DSEM is also supported by general revenues. Beginning in the recession, with a decline in development activity and a corresponding decline in fee revenue, DSEM fund balances and increased general revenue transfers were utilized to maintain the level of service to the development community while correspondingly not increasing development fees. While development fee collections are beginning to return to normal levels, additional time is necessary for DSEM fund balances to also return to normal levels. Therefore, to support continued DSEM service levels the budget contemplates an increase in the general revenue transfer of \$179,379. Staff will continue to evaluate long term approaches to balancing general revenue support, DSEM fee levels and the use of fund balances

General Revenue Support for Intervention and Detention Alternatives: The Probation and Pre-trial release programs continue to see a decline in fees resulting in the increased need for general revenue support. The decline in fees is related to fee waivers by the courts or the non-

payment of fees by those sentenced to the programs offered by Probation and Pre-trial Release. In addition, the Courts are now letting pre-trial participants fees accrue until final adjudication. Depending on the adjudication, the fees may be waived entirely or partially.

A combination of fees, general revenue and dedicated fund balances are used to pay for these programs. During FY 2018, general revenue and fund balance supported approximately \$2.2 million of the program, while fees and grants paid for approximately \$1.0 million. To avoid programmatic reductions, \$2.36 million in general revenue and dedicated fund balance is needed to support the program.

Repair and Maintenance: The majority of this category's increase (\$142,500) accounts for the County's software maintenance licensing agreements, which are increasing by \$41,500. Some of the agreements include: the County's Work Order Management System used by both Public Works and Facilities Management; Adobe; Smartsheet; Fleet Management Software for the fuel management and vehicle repair system; Development Support and Environmental Services Project Dox; and the Public Defender and State Attorney's case management systems. In addition, \$45,000 is allocated for the continued monitoring and maintenance of the exterior shell panels of the Courthouse pending the long-term plan to replace the exterior as referenced in Capital Improvement Program section. In addition, \$55,000 is included for vehicle repair and maintenance.

Water Quality Engineer and Park Attendant Positions: Detail for both positions is provided in the "Position Changes" section below.

Conversion to Microsoft 365: Migrating from Groupwise to Microsoft Outlook, which is included in the 365 package, is included in the County's Strategic Plan as a Governance Priority Strategic Initiative, "Implement migration of Groupwise to Microsoft Outlook to better integrate with other software applications that

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utilize automated notifications, workflows and approvals.” (2016-39) Purchased on its own, the cost of Microsoft 365 is \$598,000; however, with the elimination of existing Microsoft licensing (\$200,000), Groupwise E-mail (\$180,000), and other redundant software and hardware no longer necessary with the implementation of Microsoft 365 (\$160,000), the net impact to the FY 2019 budget is \$58,000.

Fuel and Utility Costs: Fuel and utility costs are projected to decrease \$270,000. Eighty percent of the County fleet uses diesel fuel. Fuel costs reductions are primarily attributable to diesel costs not increasing as much as the market anticipated last year providing an estimated savings of \$170,000. Utility savings are being realized as a direct result of the centralized utility billings and energy savings efforts. Centralizing the billing allows staff to more easily review bills for accuracy, review trends in usage, and close accounts that are no longer in use. Previously utility bills were paid by the various departments and even divisions within departments. This method did not allow for an overall trend analysis of County energy consumption for specific buildings. Having the Office of Sustainability review all building utility bills allows for a more targeted approach to energy saving opportunities at County facilities. The adopted budget includes saving \$100,000 related to utilities.

Other Constitutional Officers: The Clerk of Courts and Comptroller’s budget request, including increases for Article V and personnel benefits increased by \$89,526. The Tax Collector’s funding is commission based on the amount of property tax collected from the County and the School Board. Based on property values the Tax Collector budget will increase by \$33,478. This nominal increase in the Tax Collector’s budget is due the overestimation of commissions on School Board property taxes and the related millage rate in FY 2018. These increases are off-set by a reduction in the Property Appraiser’s budget of \$5,998. In addition, due the non-presidential election cycle

for FY 2019, the Supervisor of Election’s budget decreased by \$173,001. The total net impact from all of these Constitutional Officers budgets is a net reduction of \$56,095.

Strategic Initiatives: In support of several adopted Strategic Initiatives, the FY 2019 budget includes:

- \$30,000 to identify opportunities to create dog parks in the unincorporated area
- \$20,000 to implement a diversionary program aimed at addressing “minor offenses through making strong interventions without unintended lasting lateral collateral consequences.”
- Additional \$10,000 to expand the Created Equal program.

Reduction in General Revenue Support for Radio Communications (800 MHz): In order to support one-time capital cost for the replacement of radios and the microwave portion of the system additional general revenue funds were transferred to the 800 MHz fund for FY 2018. With this funding need met, the transfer of general revenue to this fund is reduced by \$216,168 in FY 2019.

Debt Service: The County paid the final Energy Savings Bond payment in FY 2018. This provides \$484,514 in budget savings in FY 2019. The adopted budget uses these savings to support the recurring capital program.

Position Changes

Although the national, state and local economies continue to improve, Leon County government continues to approach the annual budget process by identifying opportunities to constrain budgetary growth and to ensure the limited resources of the County continue align with the highest priorities of the Board. In developing the FY 2019 Budget, staff continues to build upon this effort by reviewing positions to ensure the

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organization is optimizing the use of all resources.

After a thorough review and analysis, very limited position requests are being considered in FY 2019:

- *Water Quality Engineer (Public Works Engineering Services Division):* The fiscal impact of adding this position is \$101,000. This general revenue supported position will assist in the management and implementation of the \$57 million in current and planned sewer projects. A Water Quality Engineer will support implementing the sewer projects on schedule and to meet the state grant reporting requirements.
- *Park Attendant (Resource Stewardship, Parks and Recreation Department):* The first year fiscal impact for adding this position is \$67,300. The adopted budget includes \$7,300 in salary and benefit for two months (beginning in FY 2020 the full year costs are projected at \$46,000 annually) and \$60,000 in one-time costs for a vehicle and equipment. The approved master plan for the Apalachee Regional Park has the cross country pavilion and restrooms opening in August 2019 in time for the fall cross country season. This new position will be used to support this new park amenity and provide additional staff support for the busy cross country season. The fall 2019 season is in preparation for hosting the NCAA national cross country championship in 2021.
- *Reclassification of the DSEM Code Compliance Supervisor position from Career Service to a Senior Management):* The reclassification of this position has a fiscal impact of \$5,254. As the primary back-up to the Division Director, this position is integral to the provision of timely customer

service. This position has been vacant since June of 2017. During this time, three qualified candidates were offered the position, but all declined due to salary limitations. Reclassifying the position with a more competitive salary will ensure the opportunity to hire qualified staff for this critical position.

- *Pay Incentive Structure of Building Plans Examiners and Building Inspectors:* As the local construction market continues to improve, the job market for qualified building inspectors has become increasingly competitive. Additionally, the County has a number of pending retirements of experienced inspectors holding industry trade licenses (i.e. plumbing, mechanical, etc.) necessary to perform required building inspections. To address the market conditions and prepare for the replacement of the retiring inspectors, the County pay plan would be adjusted to implement a pay incentive structure for Building Plans Examiners and Building Inspectors based on the number and type of trade licenses obtained (3% per license). This new approach further assists the County in continuing to provide timely and necessary inspection services to the development community. The pay incentive structure does not have an immediate fiscal impact as inspectors will have to meet the eligibility requirements and complete the required licensing tests prior to receiving any incentive pay. The entire building division is funded completely through building fees and does not receive any general revenue support.

Table 2 shows a summary of the FY 2019 recommended position changes.

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Table 2: FY 2019 Recommended Position Changes

County Government	FTE
General Revenue Positions	
Water Quality Engineer	1.0
Park Attendant	1.0
Total General Revenue Positions	2.0

Table 3 shows the new position requests for the Sheriff.

Table 3: Sheriff Position Changes

Constitutional Officers	FTE
Sheriff – Law Enforcement	
Uniform Patrol Deputies	4.0
School Resource Deputies	3.0
Cyber Crime Detective	1.0
Fleet Mechanic	1.0
Record Custodian	1.0
Sheriff – Corrections	
Correctional Officers	4.0
Net Constitutionals	14.0

Fund Balances

Consistent with best governmental financial practices, Leon County Policy 07-2 “Reserves” establishes fund balance policy levels sufficient for cash flow and emergency purposes. As property tax revenues begin collection two months after the start of the fiscal year, fund balances allow the County adequate cash flow to eliminate the need for short-term borrowing in

October and November. As recognized by bond rating agencies like Fitch, sufficient fund balances are also considered a sign of fiscal stability and influence bond ratings. In addition, as noted in the reserve policy, the use of fund balance in excess of 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.

The FY 2019 adopted budget achieves a reduction in the use of fund balance in the amount of \$500,000 and appropriates \$2.0 million in general revenue fund balance in the operating budget. With this reduction, the County has decreased the use of budgeted fund balance by 60% from a high of \$5.0 million in FY 2015.

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, through this use, the historic accumulation of balances for significant one-time capital project (i.e. Consolidated Dispatch Center, Branch Libraries and Park Expansion) has been reduced. Without general fund balance accumulation, the County would need to consider issuing debt to support future capital project needs.

In addition to general fund balances, certain dedicated fund balances are recommended for appropriation as part of the FY 2019 adopted budget as follows.

Emergency Medical Services

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Consistent with the long-term fiscal plan approved by the Board for FY 2015, the FY 2019 budget continues to draw down on the EMS fund balance to support EMS operations. As reiterated during the April 24, 2018 Budget Workshop, the EMS fund has enough fund balance to support existing service levels until FY 2021. The FY 2019 fund balance allocation is \$1,633,893.

Tourist Development

The Tourism Development's FY 2019 budget contemplates the appropriation of \$720,000 from unallocated fund balance. Of this amount \$350,000 is appropriated to support the pavilion/stage amenities at the Apalachee Regional Park (ARP) to support the NCAA National Cross Country Track event in 2021 as approved at the October 24, 2017 Workshop on the ARP master plan. The additional fund balance supports an enhanced advertising, public relations and marketing campaign, way finding and Cascades concert promotion. TDC fund balance is currently estimated at \$1.9 million.

Intervention and Detention Alternatives

Over the past several years, probation fees have continued to decline leading to an increase in general revenue support for Probation in order to maintain current service levels. For FY 2019, \$325,000 in Probation Fund balance in excess of policy limits is recommended to support the Probation program. Use of fund balance brings the accumulated Probation's fund balance into policy limits. Out-year projections also show a continued use of fund balance in order to limit the increase in the general revenue transfer. Alternatively, if the dedicated fund balance is not used to support the program, services could be reduced and/or fees increased. The GPS monitoring program could be eliminated saving approximately \$200,000 per year. However, if this program is eliminated there may be a corresponding increase in the jail population. If fees are raised there is the possibility that revenues could actually decline due to the non-

payment of fees. Staff recommends allocating available dedicated fund balance to continue service levels offered by the Office of Intervention and Detention Alternatives.

Building Inspection

The FY 2019 budget contemplates using only \$282,007 of available fund balance. Coming out of the recession, building permit revenue increased faster than expenditures as the division ramped up to handle the increased workload. This allowed for an accumulation of fund balance, which is necessary to budget in order to maintain services levels with the current permitting levels. While permitting revenues have declined slightly from the significant growth in the construction industry the last three years, they are still at pre-recession levels. Projections for future years show a moderate increase in permitting revenues with some level of fund balance being used to support operations.

Other Special Revenue

Special revenue fund balances (i.e. Judicial Programs) are utilized to support programs with dedicated revenues and to correspondingly avoid the transfer of general revenues. For FY 2019, for special revenue, a total of \$306,694 in fund balance is recommended for appropriation. In the grants fund, previously accumulated grants matching fund balances (\$197,184) are recommended to support specific dedicated grants or contracts (i.e. Storage Tanks, Emergency Management) as well as allocating \$90,000 in grant matching funds. The remaining fund balance appropriated for use is in Judicial Programs (\$109,501).

Capital Improvement Funding and the Five Year Capital Improvement Program

The FY 2019 adopted capital improvement program (CIP) budget totals \$21,880,541 and ensures the County's basic infrastructure is maintained and that the useful life is maximized. This amount is a 12.7 % increase from FY 2018.

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During the recession, to assist in balancing budgets developed while revenues were in decline; the County reduced and in some years eliminated recurring general revenue transfers to the capital program.

In order to adequately fund the capital infrastructure needs of the community, the County used reserves to fund capital during the recession. This allowed the County to take advantage of lower construction costs during the economic decline, and provided a local economic stimulus through job creation by continuing to pave roads, build and expand libraries, and to construct the Public Safety Complex.

\$8.0 million in recurring revenue could adequately support the capital program. In FY 2015, the budget included increasing the recurring revenue transfer to \$1.0 million. In FY 2016 and FY 2017, the transfer was increased to \$2.0 million and \$3.0 million respectively. In FY 2018, the transfer was increased to \$3.9 million. The FY 2019 adopted budget increases the transfer to \$5.0 million. Part of the reason the transfer was able to increase in FY 2018 and again in FY 2019, was due to the savings of almost \$500,000 each year from the debt service refinancing in FY 2017.

General County Maintenance and Future CIP Funding

The FY 2019 – FY 2023 Capital Improvement Plan is primarily focused on maintaining the County's infrastructure of buildings, roads, stormwater system, parks and fleet. In January of FY 2020, Leon County will begin collecting its share of the Blueprint 2020 sales tax extension. As previously approved by the Board, the County's ten percent share of the sales tax will be used for road resurfacing, intersection and safety improvements.

A new component of this sales tax is the two percent dedicated to Livable Infrastructure for Everyone (L.I.F.E.). A preliminary five-year L.I.F.E Program schedule was presented at the

April 24, 2018, 2019 Budget Policy Workshop. Program recommendations and project details will be developed and presented as part of the FY 2020 budget process.

In addition, the County's share of the dedicated water quality funding from the future sales tax 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. Over the next five years, \$7.0 million of the water quality funding will be used to pay back this advanced funding.

The five year capital program includes initial funding for the eventual replacement of the Courthouse exterior siding. Recent engineering analysis indicates that the siding has an expected life span of approximately ten years. Replacing the siding will be a multi-million dollar project. In order to avoid future borrowing, beginning in FY 2021, the capital budget contemplates setting aside \$500,000 a year into a sinking fund for the eventual replacement of the siding. Over the next two years, the capital budget includes funding to address current repairs and replacement of some exterior tiles.

Apalachee Regional Park

Consistent with the approved master plan for Apalachee Regional Park (ARP) the FY 2019 capital budget includes \$850,000 (\$350,000 from tourism fund balance and \$500,000 in general revenue). This is in addition to the previous \$1.0 million allocated during FY 2017. This funding is necessary to construct the amenities necessary for Leon County to host the 2021 NCAA cross country event.

Including existing appropriation, a total of \$3,450,000 in funding is programmed to implement the master plan, including: wildlife viewing platforms; water access platforms; hiking and biking trails; and the relocation of the model airplane field. Construction of the

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amenities is being coordinated with the landfill closure project.

Sheriff and Detention Complex

In working closely with the Sheriff's Office, the five year capital improvement schedule has been updated for the Detention Center and the Sheriff Administrative Offices, which are maintained on a day-to-day basis by the Sheriff's Office. However, large capital projects are managed by County staff in cooperation with the Sheriff's Office. The five-year capital program includes roof and window replacements and the mechanical and infrastructure needs of the Detention Facility. Like other County buildings completed in the late 1980's, this location is considered aging infrastructure where inevitably components are near or at their end-of-life use, and will need to be replaced. A \$7.5 million expenditure plan to provide for these needs has been included in the five-year capital program.

Capital Fund Balance Sweep and Current Year Capital Funding Request

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. The FY 2019 adopted capital improvement program budget includes a \$10.0 million "fund balance sweep;" \$7.0 million in general revenue and \$3.0 million in transportation and stormwater fund balance. The fund sweep supports the planned capital improvement program through FY 2020.

The fund sweep is to replace capital reserves used as matching funds for state septic to sewer grants. 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. The capital reserves were originally contemplated to fund a portion of the FY 2019 capital program.

The future need for general revenue fund sweeps to support capital maintenance projects diminishes as the recurring general revenue transfer to the capital program increases. As previously mentioned, during the post-recession recovery in order to balance the budget in FY 2014, the budget suspended the transfer of recurring revenue to the capital program. Since that time the transfer has increased to \$3.9 million in FY 2018 and the adopted FY 2019 budget increases this transfer to \$5.0 million. To support the capital program adequately, future transfers are projected to increase \$8.0 million annually.

The general revenue fund balance sweeps replace the reserves previously used for "cash flow" to support the septic to sewer grant matches. These funds support the capital needs associated with maintaining the County's aging infrastructure.

The fund sweep for the restricted revenue funds will be used for stormwater and transportation projects. The stormwater funds will be used to purchase heavy equipment for stormwater pond maintenance and to conduct preventive maintenance on the County stormwater culvert system. The transportation fund balance will be used in part for the design and construction of drainage improvements to Baum Road, other stormwater and transportation improvements and to assist with the necessary fleet replacement purchases.

Conclusion

While the national, state and local economies continue to improve, Leon County Government continues to approach its annual budget process by identifying opportunities to constrain budgetary growth, while ensuring the County's limited resources continue to be aligned with the highest priorities of the Board. In developing the FY 2019 adopted budget, staff continued to build upon these efforts by reviewing service delivery levels and positions to ensure the organization is optimizing the use of all available resources. As part of this review, staff continued to seek

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opportunities to reduce or constrain costs in providing the highest quality services our community expects and deserves.

Over the past several budget cycles, budget discipline, sound financial planning and an organization-wide focus on innovation, cost avoidance and efficiency has positioned the County for long-term fiscal stability. During hard economic times as property values plummeted, the County did not increase fees to offset the losses, but instead passed on significant property tax savings by keeping the property tax rate constant. Coming out of the recession, significant long-term fiscal issues were addressed, by the County developing financial strategies to substantially reduce general revenue subsidies for business operations (i.e. Stormwater, Transportation and Solid Waste programs.) While continuing to be sensitive to taxpayer preferences, these actions have provided the necessary resources to continue maintaining the County as a financially viable organization, which has been documented by rating agencies such as Fitch and Moody's.

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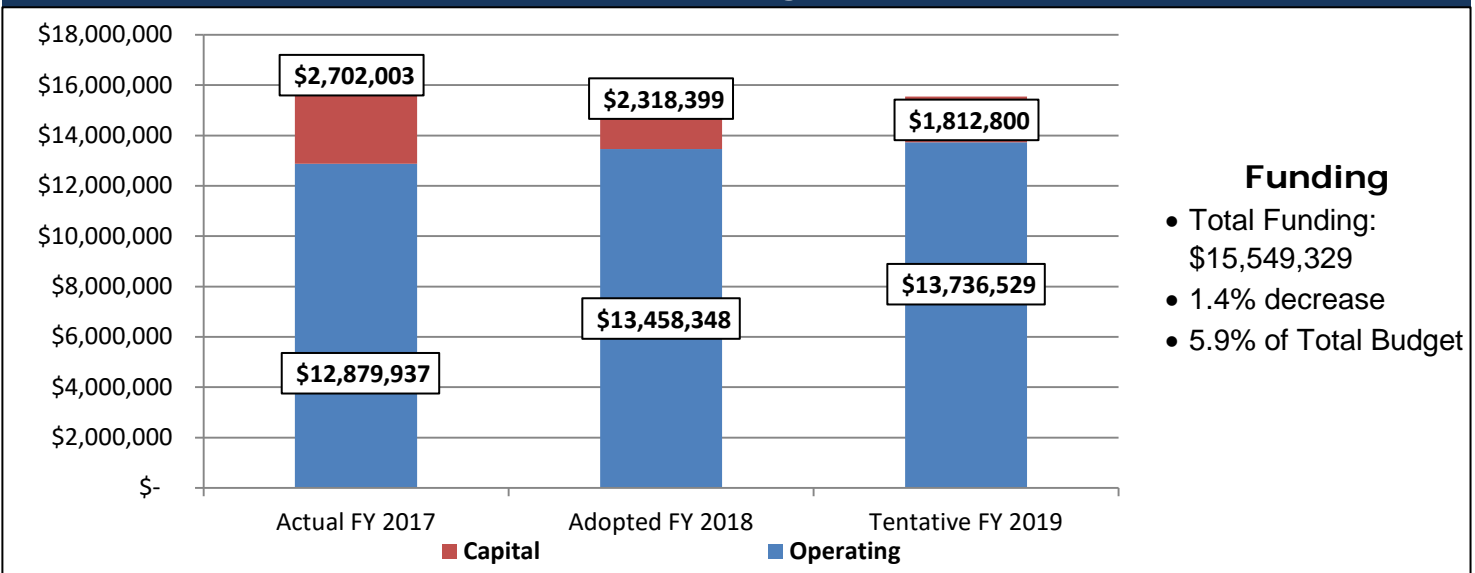
Culture & Recreation

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: Library card holders downloaded 85,350 ebooks, audiobooks, graphic novels, magazines, games and art instruction videos from the Library website.

Culture & Recreation Funding FY 2017 thru FY 2019



- Funding**
- Total Funding: \$15,549,329
 - 1.4% decrease
 - 5.9% of Total Budget

FY 2019 Culture & Recreation Highlights

- Funding for the construction of the cross country course, pavilion and staging area at Apalachee Parkway Regional Park in the amount of \$850,000, in preparation to host the 2021 NCAA National Cross Country Championship (Strategic Initiative 2016-5).
- \$675,000 for Parks Capital Maintenance and Greenway Capital Maintenance.
- \$49,000 for Library security gates at the Main Library.
- \$30,000 is allocated to construct a dog park at J. Lee Vause Park in the unincorporated area of the County (Strategic Initiative 2016-24F).
- Funding for an additional park attendant for Apalachee Regional Park to coincide with the completion of new park amenities associated with the Cross Country Course.
- \$10,000 increase allocated for books and library materials.

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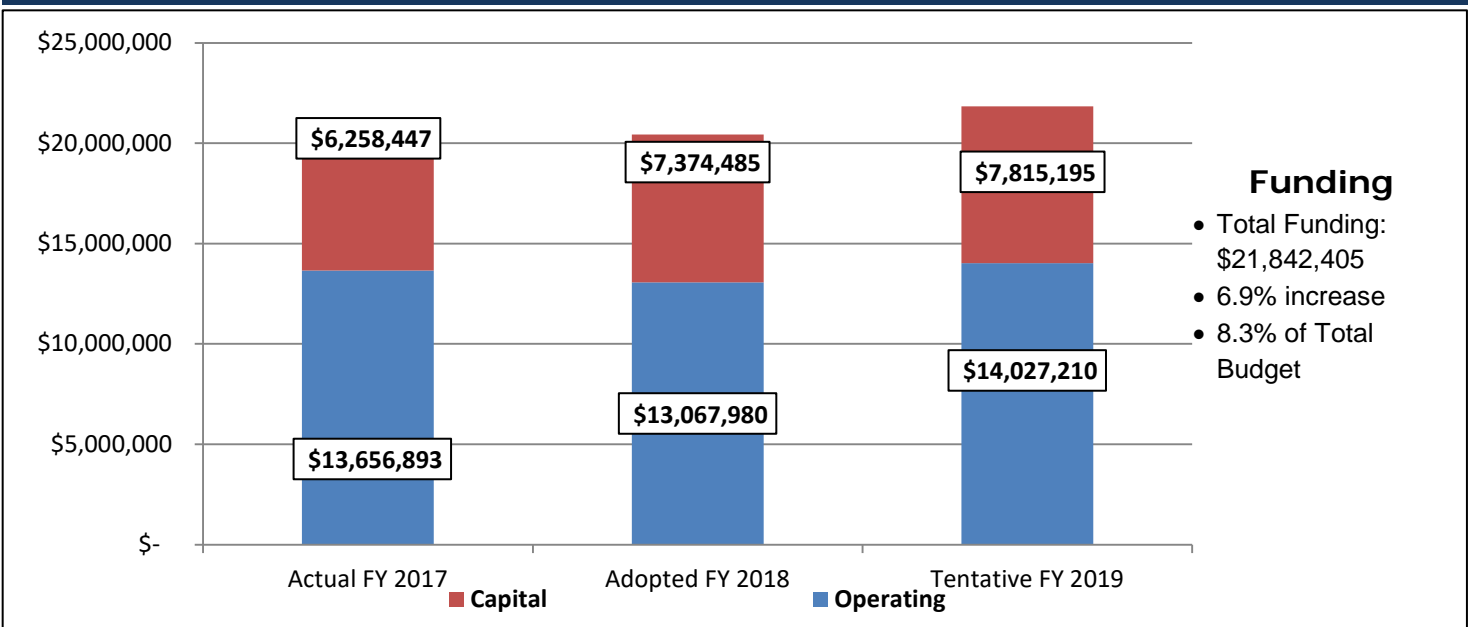
Transportation

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



County Fact: Public Works performed 6.47 miles of road resurfacing with Open Grade Hot Mix (OGHM). The OGHM pavement is more environmentally friendly which provides for a certain degree of stormwater treatment within the asphalt mat.

Transportation Funding FY 2017 thru FY 2019



FY 2019 Transportation Highlights

- \$3.3 million for resurfacing portions of the County’s arterial/collector and local roads system.
- \$1.5 million for the Sidewalk Program.
- \$425,000 Community Safety and Mobility projects.
- \$600,000 for the routine maintenance and resurfacing of the County’s Open Grade Mix roads.
- \$500,000 for Transportation and Stormwater Improvements projects.
- \$125,000 in support of the County’s Street Lighting Program in the unincorporated area.
- \$50,000 for bridge and maintenance repair costs.
- \$25,000 for the guardrail installation.

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Public Safety

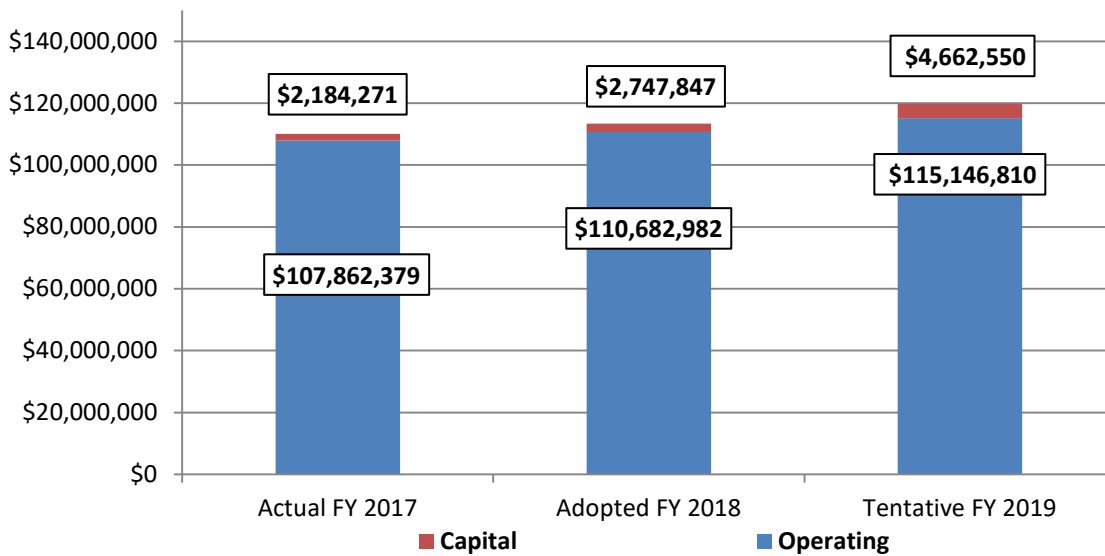
A broad range of services that ensure the security of both persons and property, provided by Leon County, including:

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



County Fact: For the seventh consecutive year, EMS maintained accreditation from the Commission on Accreditation of Ambulance Services.

Public Safety Funding FY 2017 thru FY 2019



- Funding**
- Total Funding: \$119,809,360
 - 5.6% increase
 - 45.5% of Total Budget

FY 2019 Public Safety Highlights

- 89% of the total Public Safety budget is allocated to: Law Enforcement (\$41,457,465); Jail/Corrections (\$43,255,474); Emergency Management (\$1,401,945); and Emergency Medical Services (\$20,407,645).
- \$2.9 million in Detention Center capital improvements.
- \$1.2 million for 26 new Law Enforcement patrol vehicles.
- \$334,767 for the addition of 4 deputies, 1 cybercrime detective, 1 mechanic and 1 records technician for Law Enforcement and 4 correctional officer positions.
- \$1.36 million allocated for ambulance replacements.
- \$332,597 in equipment and furnishings for the new Medical Examiner Facility.

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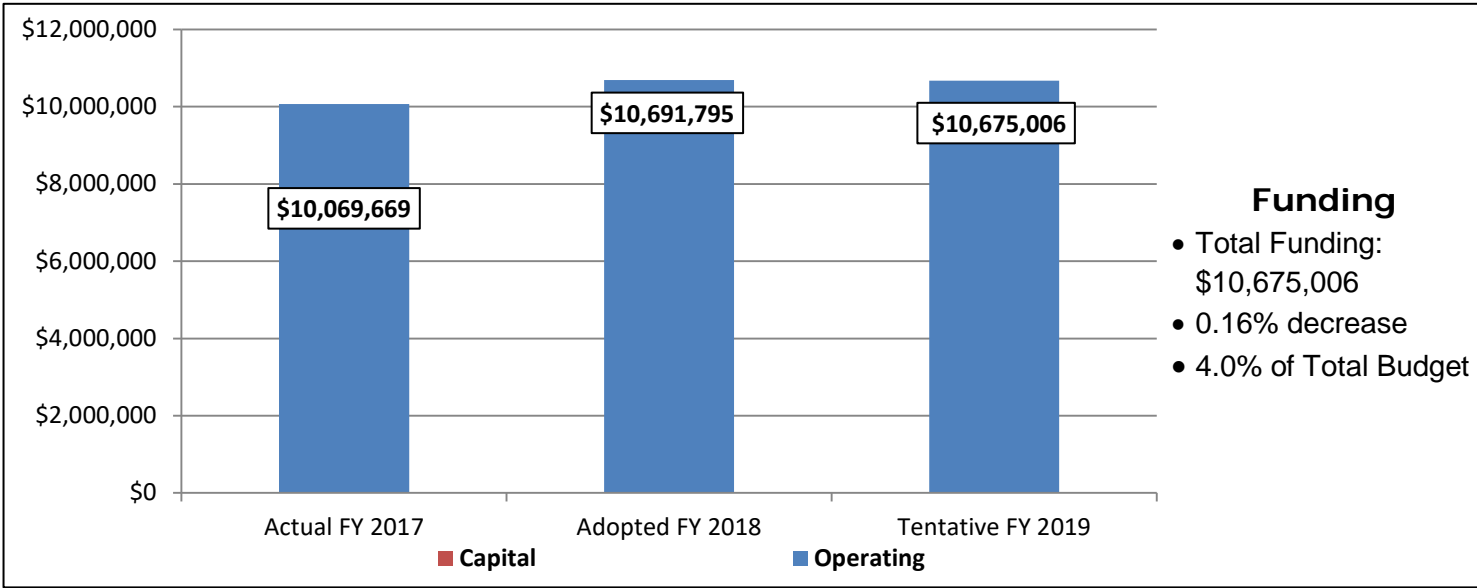
Human Services

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



County Fact: Leon County continues to host the Operation Thank You! breakfast on Veteran's Day in partnership with the American Legion.

Human Services Funding FY 2017 thru FY 2019



FY 2019 Human Services Highlights

- \$3.1 million allocated for the continued support of Medicaid.
- \$1,739,582 in support of Primary Health Care.
- \$1.2 million for the Community Human Service Partnership (CHSP) grant program.
- \$237,345 allocated in support of the Health Department.
- \$100,000 in funding for continuing support of the construction of Kearney Center homeless shelter.
- \$38,000 for Whole Child Leon in support of its community-wide effort to build community commitment to meeting needs of children, expand parent education, and support for families.
- Continued support of the Mosquito Control program in the amount of \$891,914

Leon County Fiscal Year 2019 Adopted Budget

Budget Overview Highlights

Physical Environment

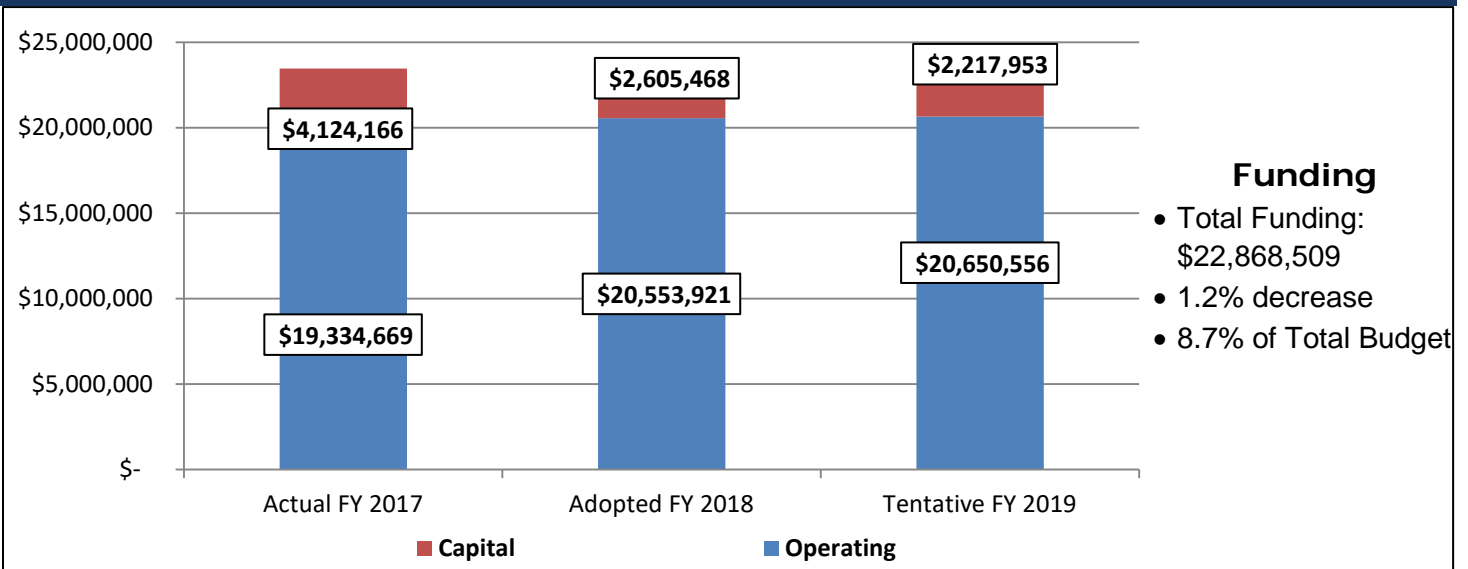
A broad range of services provided by Leon County that achieve a satisfactory living environment by controlling and utilizing elements of the environment, including:

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



County Fact: GIS/MIS launched the Permits Portal to provide easy access to permitting information, mapping and building trends.

Physical Environment Funding FY 2017 thru FY 2019



FY 2018 Physical Environment Highlights

- \$350,000 for restoration of the Lake Henrietta Stormwater facility.
- \$300,000 for preventative maintenance for stormwater infrastructure throughout the County.
- \$300,938 for Transfer Station Heavy Equipment.
- \$298,500 for the Geographic Information Systems (GIS) Basemap Update.
- \$203,000 for Stormwater Vehicle and Equipment replacement.
- \$150,000 in funding to maintain the Permit Enforcement & Tracking System (PETS).
- \$150,852 in funding for Transfer Station Improvements.
- New Water Quality Engineer position to assist with the implementation of over \$17 million in Primary Spring Protection Area septic to sewer projects, with an additional \$40 million planned over the next six years.

Leon County Fiscal Year 2019 Adopted Budget

Budget Overview Highlights

Economic Development

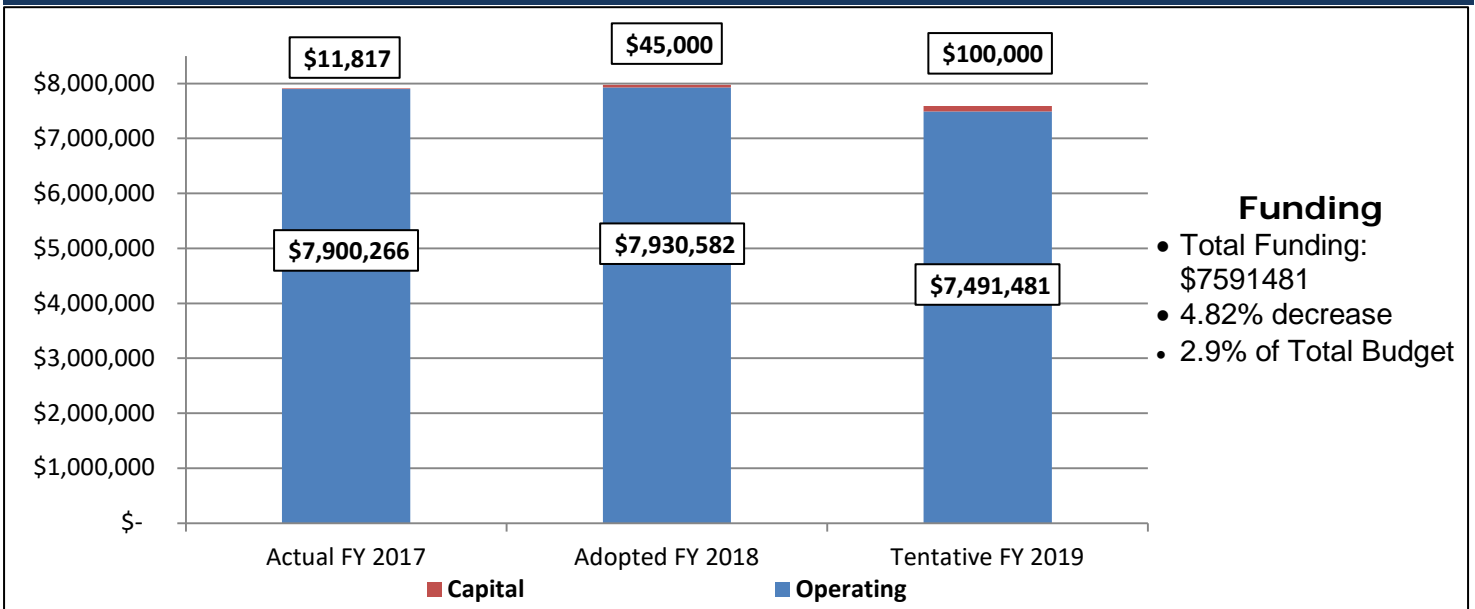
A broad range of services provided Leon County designed to develop and improve the economic condition of the community and its citizens, including:

- Tourist Development Council;
- PLACE;
- Office of Economic Vitality;
- Veteran Services; and
- Housing Services;
- Community Redevelopment Areas (Frenchtown and Downtown).



County Fact: Tourism jobs are now estimated to exceed 14,500 in Leon County supported by 2.4 million annual visitors, an \$895 million impact on the economy.

Economic Development Funding FY 2017 thru FY 2019



FY 2019 Economic Development Highlights

- \$2,277,443 in funding for the Community Redevelopment Agency (CRA), a reduction of \$1.0 million due to a renegotiation of the CRA Agreement with the City of Tallahassee.
- \$1,422,625 for continued funding for the Council of Culture and Arts (COCA).
- \$720,000 in support of the Tourism Development Strategic Plan.
- \$358,013 for continued funding for the Veteran’s program.
- \$350,000 in funding for amenities associated with the cross country course at Apalachee Regional Park in preparation for the NCAA National Championship in FY 2021.
- \$304,755 in funding for the joint County/City Office of Economic Vitality.

Leon County Fiscal Year 2019 Adopted Budget

Budget Overview Highlights

Court Related Services

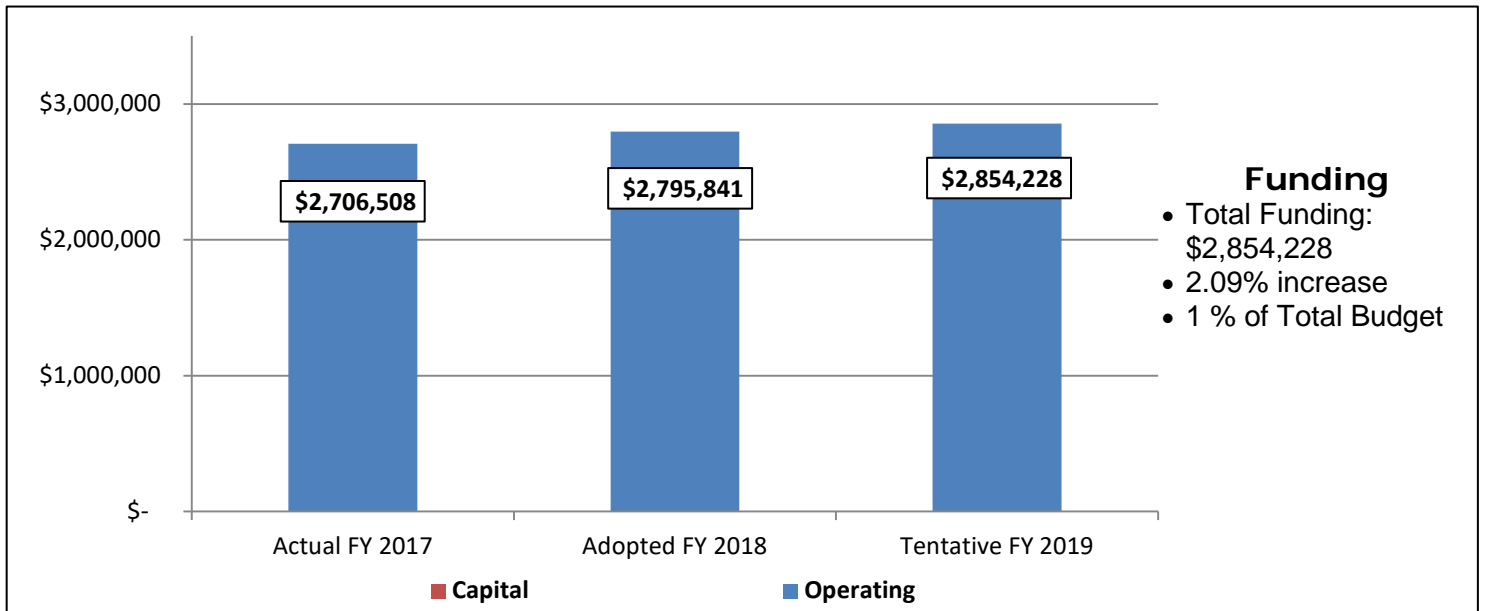
A broad range of services provided by the Judicial Branch of Leon County government in accordance to Article V of the state constitution, including:

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



County Fact: *Offenders sentenced to community service and work programs provided 5,827 days of in-kind labor for roadway, greenway, park and facilities maintenance, as well as general public services valued at \$471,342.*

Court Services Funding FY 2017 thru FY 2019



FY 2019 Court Services Highlights

- \$160,900 for technology for the State Attorney and Public Defender.
- \$212,000 for courtroom minor renovations and courtroom technology.
- Continued funding of Teen Court, Law Library, Legal Aid, and the Guardian Ad Litem (GAL) program.
- \$20,000 for the establishment of a Diversionary Program for pre-arrest and post arrest diversionary option for the State Attorney and community law enforcement partners to reduce recidivism.

Leon County Fiscal Year 2019 Adopted Budget

Budget Overview Highlights

General Government Services

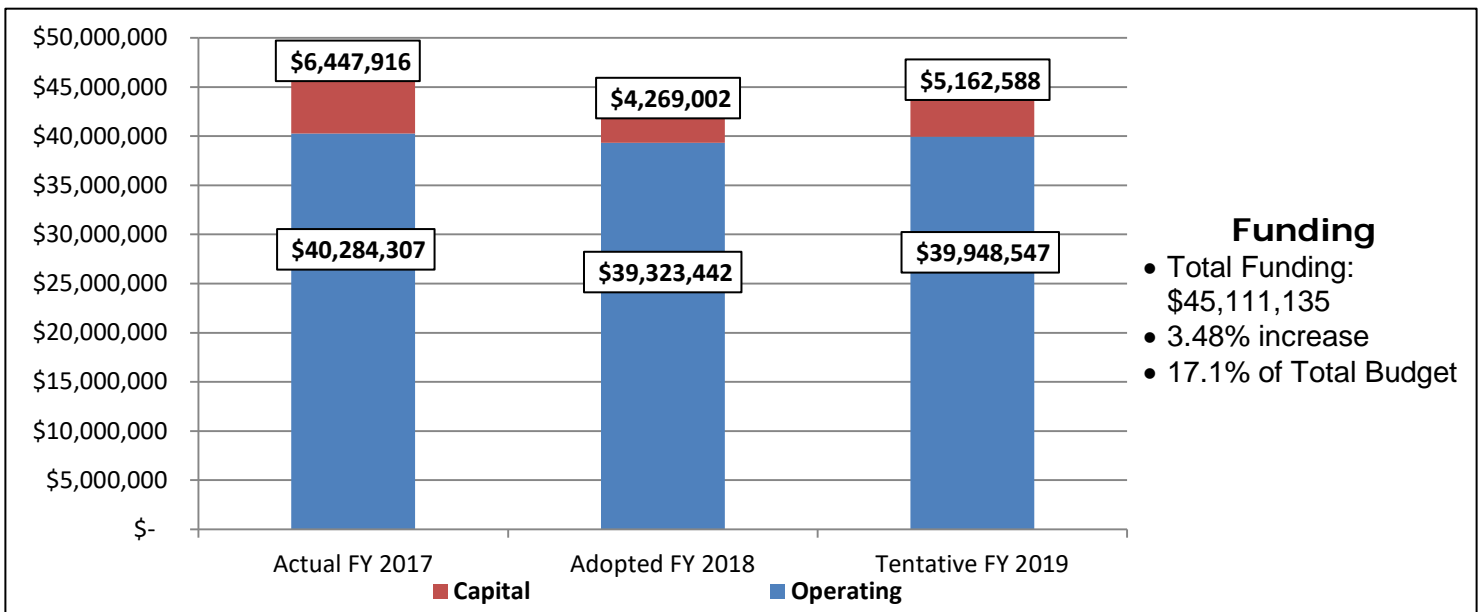
A broad range of general services associated with operating the Leon County government, including:

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



County Fact: Leon County residents pay among the lowest in the state per person to operate their local county government.

General Government Funding FY 2017 thru FY 2019



- Funding**
- Total Funding: \$45,111,135
 - 3.48% increase
 - 17.1% of Total Budget

FY 2019 General Government Highlights

- \$14,170,681 in support of the Property Appraiser (\$5,088,414), Tax Collector (\$4,932,000) and the Supervisor of Elections (\$4,150,681).
- \$1,167,651 for building mechanical repairs & replacements and roofing repairs and replacements.
- \$1,143,447 for general building infrastructure improvements.
- \$550,000 for compute infrastructure such as the digital phone system, maintaining file servers, and the network infrastructure.
- \$227,000 for general vehicle and equipment replacement.
- \$57,772 to transition from GroupWise to Microsoft Office 365 (Strategic Initiative 2016-39).
- An additional \$10,000 for the Created Equal event.

Leon County Fiscal Year 2019 Adopted Budget

Budget Overview Highlights

Other Expenses & Debt Services

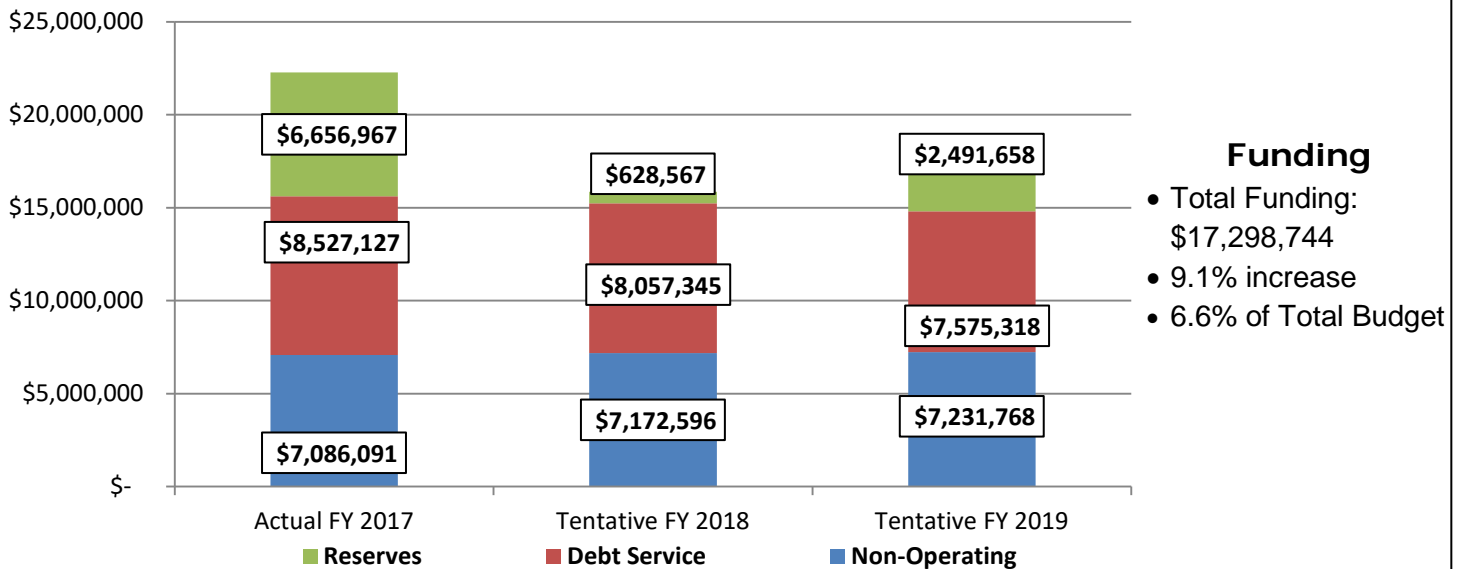
Non-operating funding is for those activities for which costs do not apply solely to any specific County department's function, but are either applicable to the operation of County government as a whole, or are provided for the public good. Non-Operating expenditures support:

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



County Fact: In FY 2018, Leon County had the lowest total net budget (\$236 Million) among like sized counties with the next highest being St. Lucie County (\$307 Million) which is 30% higher than Leon County's.

Non-Operating & Debt Service Funding FY 2017 thru FY 2019



Debt Service / Reserves

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

In Fiscal Year 2018/2019, Leon County budgeted \$7,575,318 for debt service and represents 2.9% of the FY2018/2019 budget. Debt service decreased by 6.0% from the prior fiscal year due to the retirement of loan an energy saving loan in FY 2019.

Leon County budgeted \$2,491,658 for reserves in Fiscal Year 2018/2019. This allocation represents approximately 1.0% of the total Fiscal Year 2018/2019 budget. Budgeted Reserves increased significantly (296%) from the prior fiscal year due to the \$2,093,426 in reserves established to assist with future year budget balancing if the additional \$25,000 homestead exemption passes on the November 6, 2018 general election ballot.

Leon County Fiscal Year 2019 Adopted Budget

Service Cost Distribution of Ad Valorem Taxes

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 2019 average taxable value¹ (\$115,459) of an average assessed² home (\$165,459) with a \$50,000 homestead exemption as specified in the January 2008 voter approved property tax reform referendum.

Services	FY 2019 Ad Valorem Tax Bill \$1,017	FY 2019 Monthly Cost	FY 2019 Percent of Ad Valorem Taxes
Sheriff - Law Enforcement	265.41	22.12	26.10%
Sheriff - Corrections	236.03	19.67	23.21%
Emergency Medical Services	57.69	4.81	5.67%
Facilities Management	53.80	4.48	5.29%
Health & Human Services	52.92	4.41	5.20%
Library Services	46.14	3.84	4.54%
Property Appraiser	32.61	2.72	3.21%
Tax Collector	31.60	2.63	3.11%
Management Information Services	31.32	2.61	3.08%
Supervisor of Elections	26.60	2.22	2.62%
Other Criminal Justice (Probation, DJJ, Diversion)	21.06	1.76	2.07%
Administrative Services ³	20.04	1.67	1.97%
Capital Improvement	17.34	1.45	1.71%
Budgeted Reserves	16.85	1.40	1.66%
Community Redevelopment - Payment	14.76	1.23	1.45%
Veterans, Volunteer, Planning, Economic Development	14.59	1.22	1.44%
Board of County Commissioners	11.78	0.98	1.16%
Geographic Information Systems	10.96	0.91	1.08%
Clerk of Circuit Court	8.57	0.71	0.84%
800 MHz Radio Communication System	7.93	0.66	0.78%
Other Non-Operating/Communications	7.93	0.66	0.78%
Financial Stewardship ⁴	7.68	0.64	0.75%
Court Administration and Other Court Programs ⁵	7.61	0.63	0.75%
Mosquito Control	5.43	0.45	0.53%
Risk Allocations	4.90	0.41	0.48%
Sustainability/Cooperative Extension	4.78	0.40	0.47%
Line Item Agency Funding	0.64	0.05	0.06%
Total	\$ 1,017.00	\$ 84.75	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 2018 is 2.1%.

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.

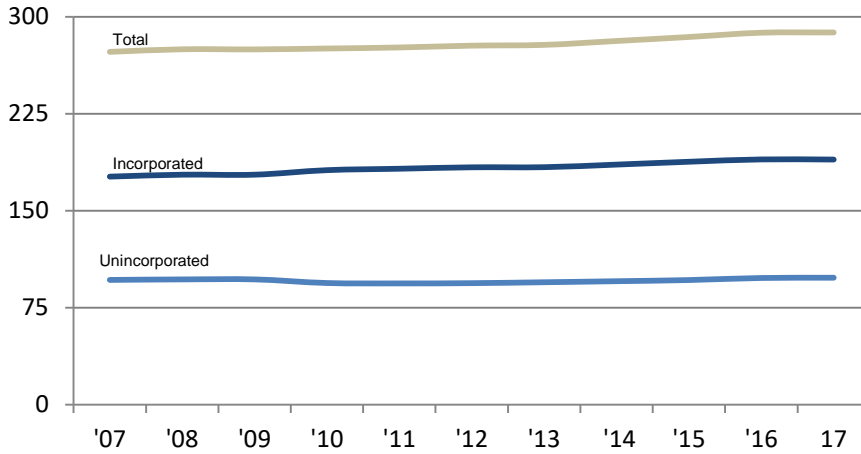
5. Other Court Programs include: the State Attorney, the Public Defender, and funding for the Jail Detention/Mental Health Coordinator positions and diversionary programs.

Leon County Fiscal Year 2019 Adopted Budget

Community Economic Profile

Population

Thousands



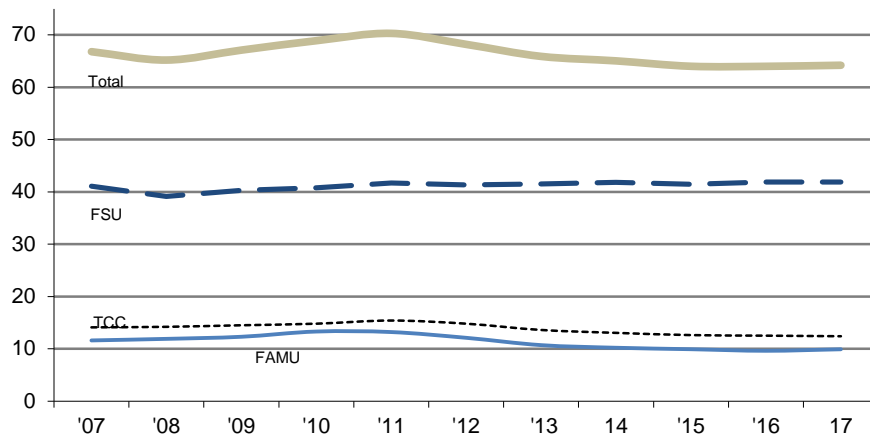
Sources:
 - 2017 Population Estimates and Projections from Tallahassee/Leon County Planning Department.
 - 2017 University of Florida BEBR, Florida Estimates of Population 2015.
 - 2010 United States Census

According to the 2017 estimates from the Florida Bureau of Economic and Business Research, [Florida Statistical Abstract](#), the current Leon County population is 287,899 where 66% represents the incorporated area and 34% represents the unincorporated area. Total county population estimates grew by 0.08% from 2016. In 2009, there was a minimal decline in population estimates. According to 2016 estimates, the total population has seen a 4.51% increase since the 2010 Census. This is in spite of a decline in higher education enrollment over the same period.

Leon County had the highest growth rate of neighboring counties since the 2010 Census: Leon (4.51%), Gadsden (4.04%), Wakulla (3.68%), and Jefferson (-1.02%).

Higher Education Enrollment

Thousands



Source: 2017 Fall Enrollment Statistics from the Office of the Registrar for FSU/FAMU/TCC

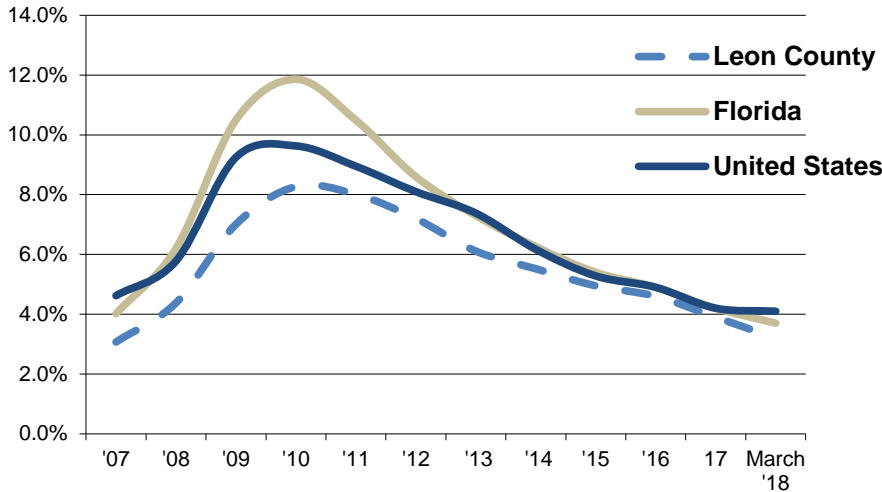
Three institutions of higher learning are located in Tallahassee: Florida State University (FSU), Florida Agricultural & Mechanical University (FAMU), and Tallahassee Community College (TCC). Total enrollment for Fall 2017 was 63,914, a decrease of 77 students from Fall 2016.

In the last decade, FSU has had an average annual increase in enrollment of .22%, while TCC and FAMU have seen average decreases of -1.37% and -1.20%, respectively, over the same period.

Leon County Fiscal Year 2019 Adopted Budget

Community Economic Profile

Unemployment Statistics



*Source: Florida Department of Economic Opportunity, Labor Market Statistics; US Department of Labor, Bureau of Labor Statistics

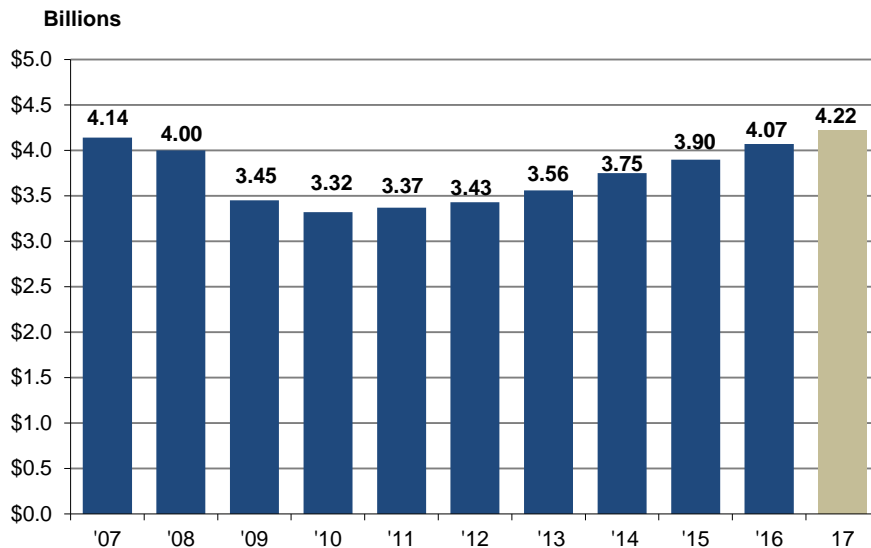
Unemployment rates are a traditional indicator of economic health. Leon County's unemployment rate has remained below the state and national averages for the past ten years. The unemployment rate decreased in 2005 and 2006. In 2008, a troubled economy caused unemployment to rise nationwide. In 2010,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

Florida's unemployment rate has been declining since 2011, when the rate was 10.49%.

Leon County's unemployment rate continues to be lower than both statewide and national levels. The current unemployment rate for the County stands at 3.2%.

+6

Taxable Sales



Source: The Florida Legislature - Office of Economic and Demographic Research Leon County (February 2018)

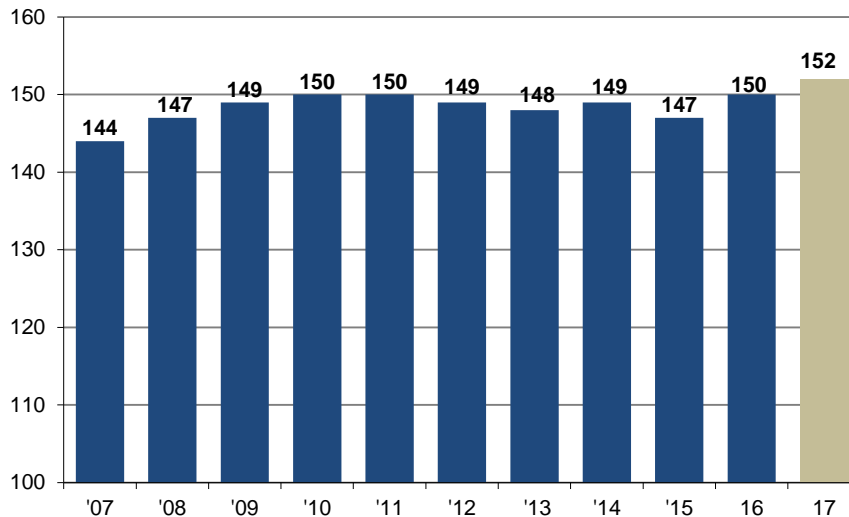
Taxable sales data is popularly used as one indicator of regional economic activity. The data is derived from sales tax returns filed monthly by retail establishments with the Florida Department of Revenue. Taxable sales experienced a steady increase beginning in 2003 and peaked in 2007 before the beginning of the economic downturn. In 2009, taxable sales decreased 13.91% from the 2008 figure, a substantial drop. In 2010, taxable sales further decreased by 3.75%. In 2011, however, taxable sales increased by roughly \$51 million, or approximately 1.5%, and continued improving with a \$60.3 million increase in 2012. This upward trend seems to be persistent, as taxable sales saw an increase of 3.57% from the 2016 figure of \$4.07 billion to the 2017 figure of \$4.22 billion. The trend shows it took ten years to return to pre-recession taxable sales levels.

Leon County Fiscal Year 2019 Adopted Budget

Community Economic Profile

Total County Labor Force

Thousands



Source: Florida Department of Economic Opportunity, Labor Market Statistics; US Department of Labor, Bureau of Labor Statistics, Office of Economic Vitality

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

From 2004 to 2010, Leon County's labor force increased at an average of 1.41% annually. This growing trend slowed in 2010 and actually saw a decrease in 2012 and 2015. The total county labor force for 2017 was 152,544, which is an increase of 1.5% from 2016. This continues the 2% growth trend started in 2016 from 2015.

Employment by Industry – 2007 vs. 2017

Industry	Employees 2007	% Labor Force	Employees 2017	% Labor Force	% Change
Government	65,300	36.9%	62,800	35.1%	-4%
Education and Health Services	18,300	10.3%	23,400	13.1%	21.8%
Leisure and Hospitality	17,400	9.8%	20,100	11.2%	13.4%
Professional and Business Services	19,200	10.8%	19,900	11.1%	3.5%
Retail Trade	18,900	10.7%	18,300	10.2%	-3.3%
Other Services	8,300	4.7%	8,900	5.0%	6.7%
Financial Activities	8,200	4.6%	7,700	4.3%	-6.5%
Construction	9,500	5.4%	7,500	4.2%	-26.7%
Wholesale Trade	4,000	2.3%	3,900	2.1%	-5.3%
Manufacturing	4,600	2.6%	3,200	1.8%	-43.8%
Information	3,500	2.0%	3,200	1.8%	-9.4%
Total	177,200	100.00%	178,800	100.0%	0.9%

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

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

The percentage of the labor force in Government has decreased since 2007, while Professional and Business Services, Education and Health Services, and Leisure and Hospitality have increased, which reflects a somewhat more diverse economy. Retail and Wholesale trade both decreased over the ten year period, as have Financial Activities, Construction, Manufacturing and Information Services.

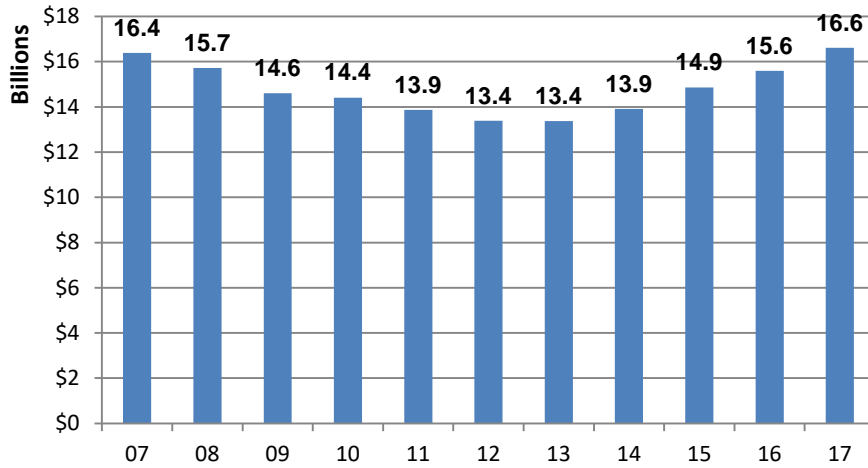
The largest increase over the past decade (in terms of percentage) has been in Education and Health Services, while Manufacturing has seen the largest decrease.

Total labor force in these major industries for 2017 is an increase of almost 1% to the numbers observed in 2007.

Leon County Fiscal Year 2019 Adopted Budget

Community Economic Profile

Taxable Value

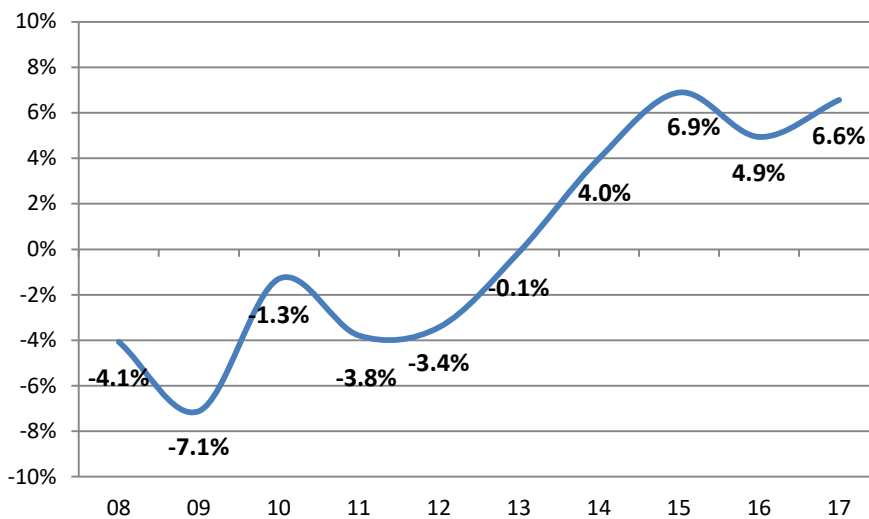


Source: Certification of Final Taxable Value, Forms DR-403v 2017 figures based on DR-420 Taxable Values provided by Leon County Property Appraiser (July, 1 2018)

Taxable values increased rapidly from 1998 to 2007 (average annual increase of 9.3%); however, due to property tax reform in 2007, the value of taxable properties fell to \$15.7 billion in 2008. From 2009 to 2012, valuations decreased by \$1.2 billion, or 8.3%. This was largely due to the continuing recession and a repressed housing market. An improved housing market shows values increasing steadily from 2013 onwards. Values provided by the Property Appraiser on July 1, 2018 showed property values increased by 6.56% from 2016, and have taken ten years to recover to pre-recession levels.

Valuations from the prior year ending December 31 are used to develop the next year budget (i.e. 2017 valuations are used to develop the FY 2018/2019 budget).

Annual Percentage Change in Taxable Value



Source: Certification of Final Taxable Value, Forms DR-403v 2017 figures based on estimated Taxable Values provided by Leon County Property Appraiser (June 1, 2018)

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

In 2014, taxable value finally saw an increase over the preceding year of 4% indicating an improving property market. Taxable values increased 6.9% in 2015 and 4.9% in 2016. Taxable value decreased slightly for Preliminary June 1 valuations showed values continued to increase in 2017.

Leon County Fiscal Year 2019 Adopted Budget

Community Economic Profile

Principal Taxpayers

2016			2017		
Name	Total Taxable Value	Total Taxes	Name	Total Taxable Value	Total Taxes
Smith Interest General Partnership	\$141,283,764	\$2,731,286	Smith Interest General Partnership	\$145,919,509	\$2,800,122
CenturyLink	\$116,392,145	\$2,260,825	Embarq Florida Inc./ Centurylink	\$108,719,078	\$2,082,342
Florida Gas Transmission Company	\$77,270,281	\$1,221,669	Capital Regional Medical Center	\$72,330,423	\$1,411,071
Capital Regional Medical Center	\$69,311,817	\$1,371,948	Florida Gas Transmission Company, LLC	\$80,985,667	\$1,258,288
Talquin Electric Cooperative	\$59,892,717	\$942,365	District Joint Venture, LLC	\$60,523,804	\$1,170,626
District Joint Venture, LLC	\$57,315,734	\$1,134,728	DRA CRT Tallahassee Center, LLC	\$56,198,841	\$1,097,153
DRA CRT Tallahassee Center, LLC	\$55,743,136	\$1,103,770	Campus Investors FSU 444	\$46,965,660	\$916,896
Wal-Mart Stores, Inc.	\$50,903,513	\$968,247	Wal-Mart Stores, Inc.	\$51,907,520	\$902,46
Comcast Cablevision	\$48,931,761	\$962,788	Talquin Electric Cooperative	\$57,551,302	\$889,840
Woodlands of Tallahassee, LLC	\$39,398,190	\$780,124	Comcast Cablevision	\$45,500,680	\$884,123
Total	\$716,443,058	\$13,477,750		\$726,602,484	\$12,510,461

Notes:

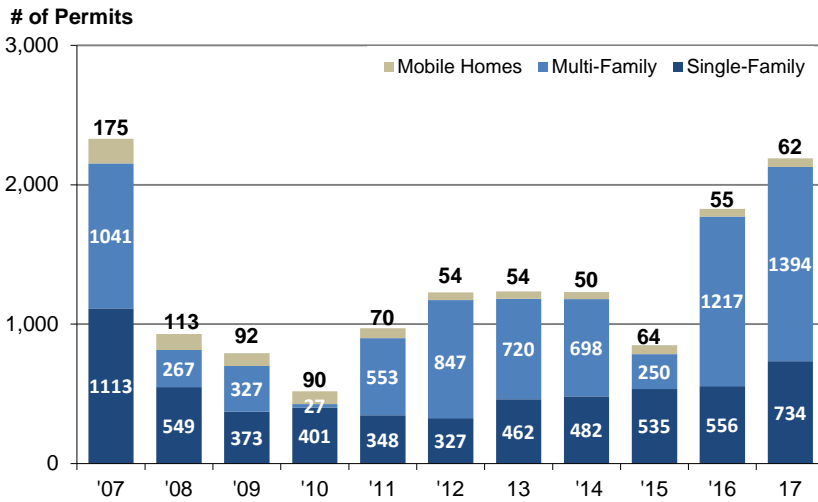
Taxes paid reflect all taxing authorities (i.e. School Board, City, Northwest Water Management District, and the Downtown Improvement Authority).

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

Leon County Fiscal Year 2019 Adopted Budget

Community Economic Profile

Residential Building Permits

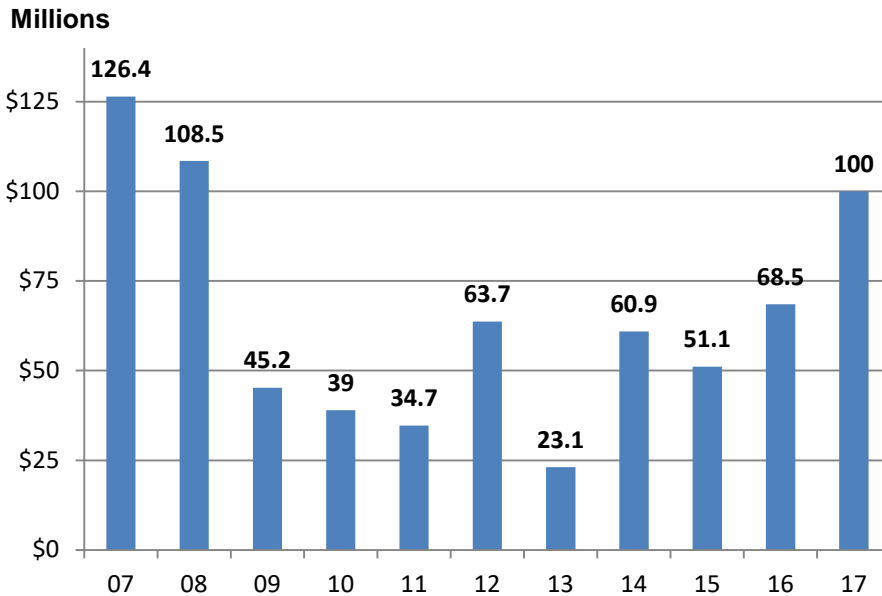


Source: Leon County Growth & Environmental Management, City of Tallahassee Building Inspection Division, and Tallahassee-Leon County Office of Economic Vitality, 2017 Statistical Digest.

Signaling the beginning of a housing crisis, 2008 experienced a dramatic decrease in overall permits. By 2010, total Residential Building Permits had decreased by 85% from peak 2005 levels. An increase in 2013 Single-Family permits over 2012 numbers compensated for the decrease in Multi-Family permits. Single-Family permits have continued to grow through 2015 while Multi-Family permits have seen declining numbers.

Residential building permits in 2017 reached the highest annual total since 2007. Single family dwelling permits increased by 178 units or 32% from 2016. Over all residential permitting increased by 20% showing a continued strength in the residential building economy.

Value of Commercial Permits



Source: Leon County Growth & Environmental Management, City of Tallahassee Building Inspection Division, and Tallahassee-Leon County Office of Economic Vitality, 2017 Statistical Digest.

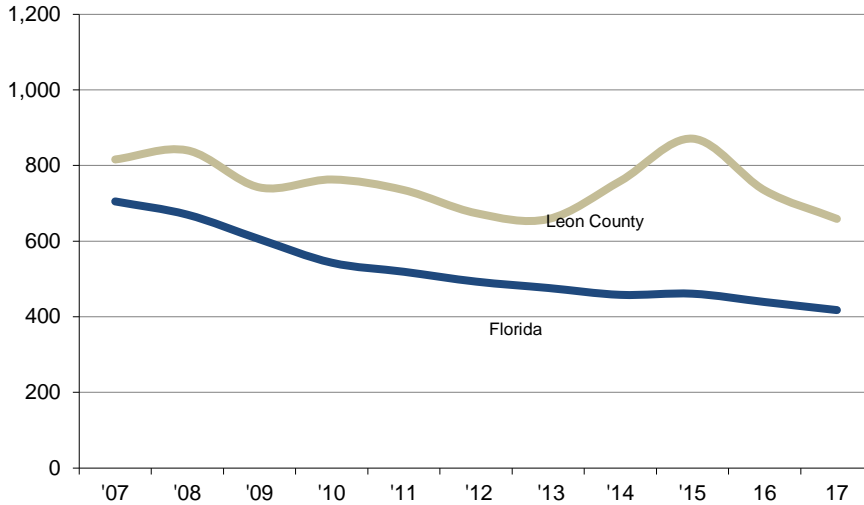
Over the past 10 years, the number of commercial permits and value of these permits have been volatile. Spikes in 2007 and 2012 were both followed by significant reductions the following years. The 2012 spike can be attributed to three large apartment buildings receiving new construction permits at the same time. The value of permits issued in 2017 is 46% higher than in 2016 and 21% less than the peak in 2007. This is the first time the value of commercial permitting has reached \$100 million since the recession ended.

Leon County Fiscal Year 2019 Adopted Budget

Community Economic Profile

Violent Crime Rate

Per 100,000 Residents

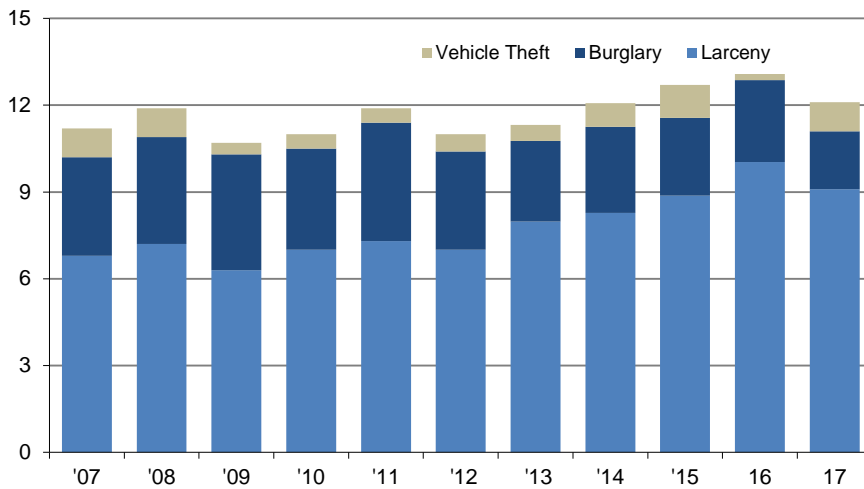


Source: Florida Statistical Analysis Center, FDLE

Violent Crime consists of murder, sex offenses, robbery and aggravated assault. The 2017 rates saw a 10.2% decrease from the 2016 index. The 2017 figure stands at 658.9 Violent Crimes per 100,000 residents. For comparison purposes, the state index of 417.7 saw a decrease of 4.9%. Leon County's rate has almost returned to the 2013 rate of 658.46 the lowest recorded since 1993.

Crimes Against Property in Leon County

Thousands



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

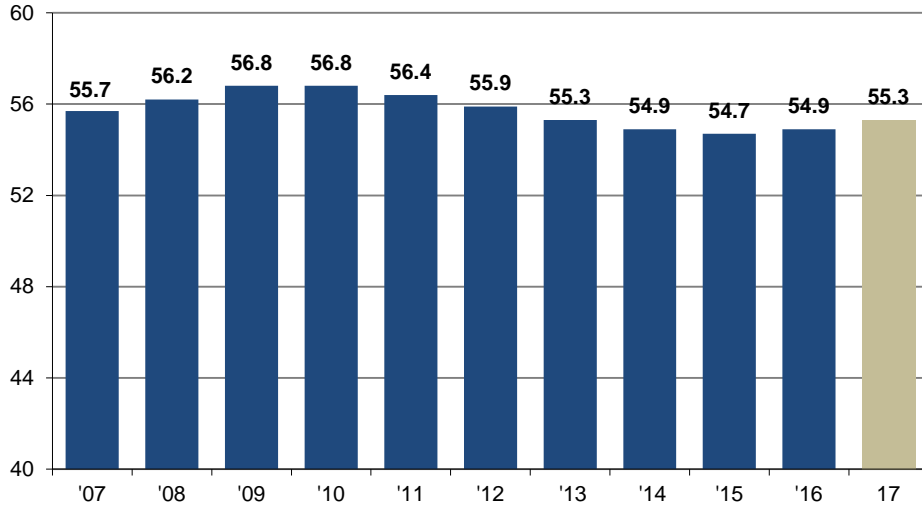
Generally, property crime in Leon County has fluctuated since 2006. Over a ten-year period, property crimes have average 11, 800 per year. Leon County saw a 15.80% decrease in Property Crime Index between 2016 and 2017.

Leon County Fiscal Year 2019 Adopted Budget

Community Economic Profile

Homestead Parcels

Hundreds



Source: Property Appraiser, Official Tax Roll Certification, DR-403EB R, 2017

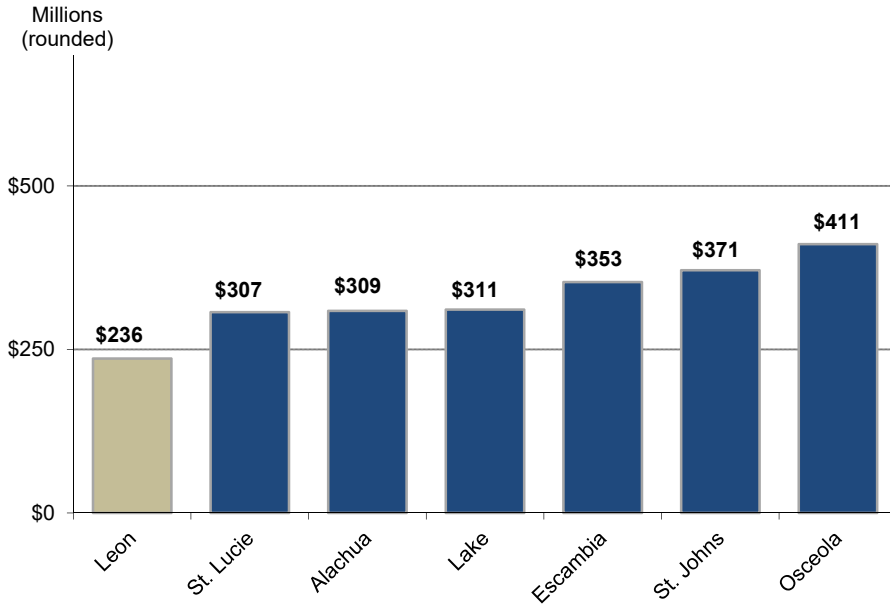
Homestead parcels showed consistent growth between 2002 and 2010, with parcels peaking at 56,829. Since that time, there has been a steady increase for the past several years.

Leon County Fiscal Year 2019 Adopted Budget

Comparative Data – Like-Sized Counties

Comparative Data for Like-Sized Counties

Total Net Budget (FY18)

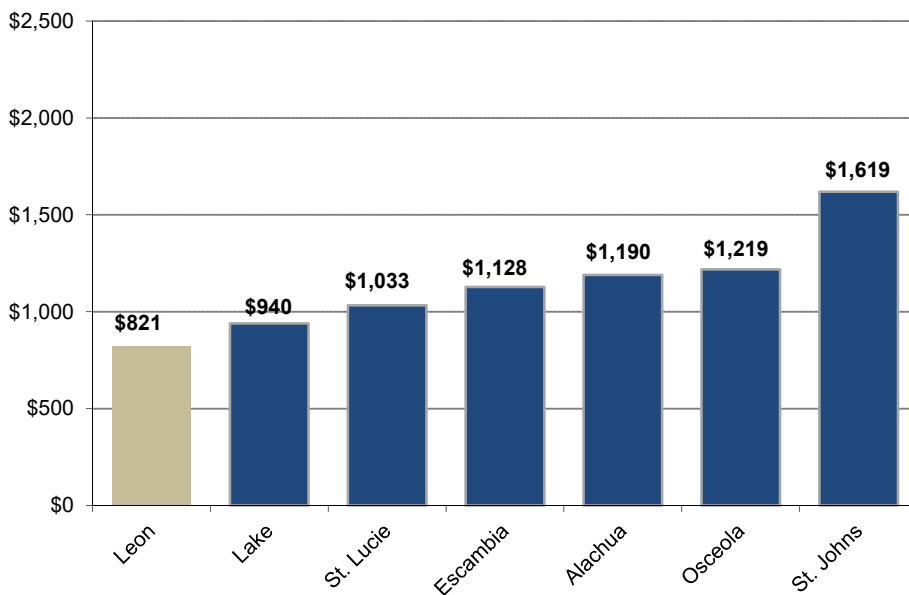


Leon County has the lowest operating budget among like-sized counties, with a net budget of \$236 million. St. Lucie County's net budget is 30% higher than Leon County's.

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

Source: FY18 Leon County Office of Management and Budget Survey

Net Budget per Countywide Resident (FY18)



Leon County spends the least dollars per county resident of all like-sized counties. The next closest County's net budget per capita is 14% higher than Leon County's (Lake County). St. Johns County spends almost two times the amount per resident that Leon County does.

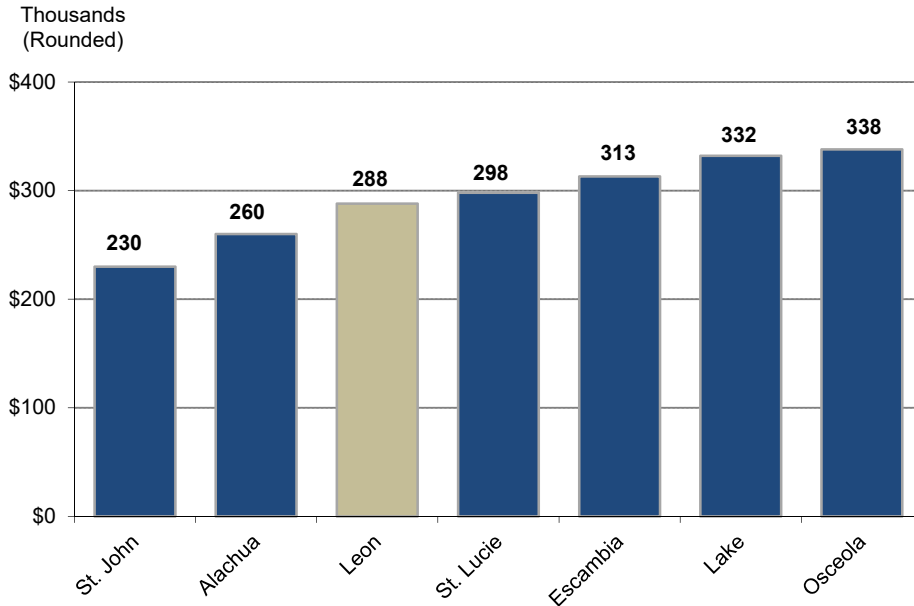
Source: Florida Office of Economic & Demographic Research, 4/1/2017 & FY18 Leon County Office of Management and Budget Survey

Leon County Fiscal Year 2019 Adopted Budget

Comparative Data – Like-Sized Counties

Comparative Data for Like-Sized Counties

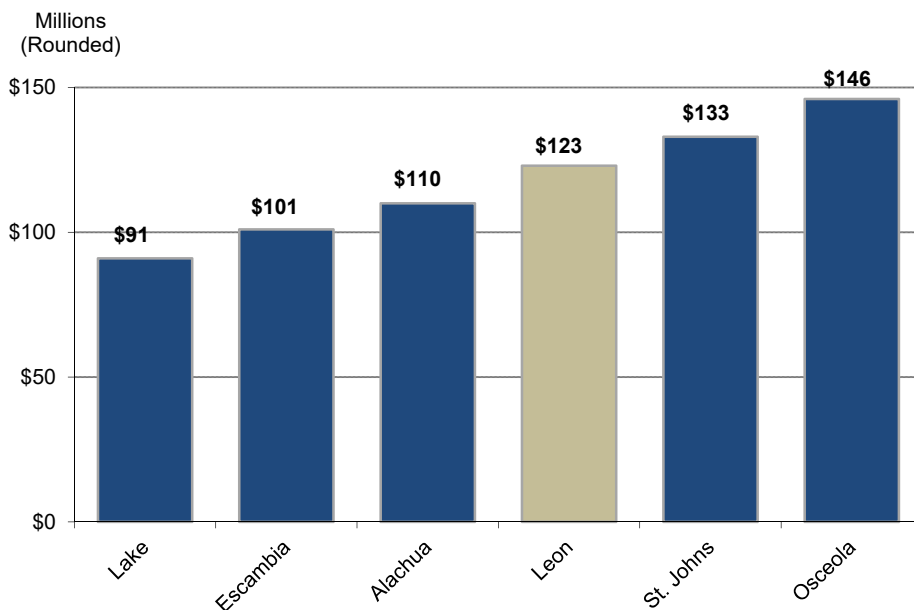
Countywide Population (2017)



The University of Florida Bureau of Economic and Business Research estimated the Leon County 2017 population at 287,899 residents. The selection of comparative counties is largely based on population served.

Source: University of Florida, Bureau of Economic and Business Research, 10/17/2017

Anticipated Ad Valorem Tax Collections (FY18)



Among the like-sized counties, Leon County collects \$123 million in ad valorem taxes. Leon County collects \$6 million more than the mean collection (\$117 million). Due to the 2008 passage of property tax reform by referendum and enabling legislative actions, ad valorem tax collections rates were significantly impacted in all counties. In addition, decreased property valuations associated with the recession and a repressed housing market will further affect collections in the near term. Ad valorem taxes account for 50% of the County's operating revenue.

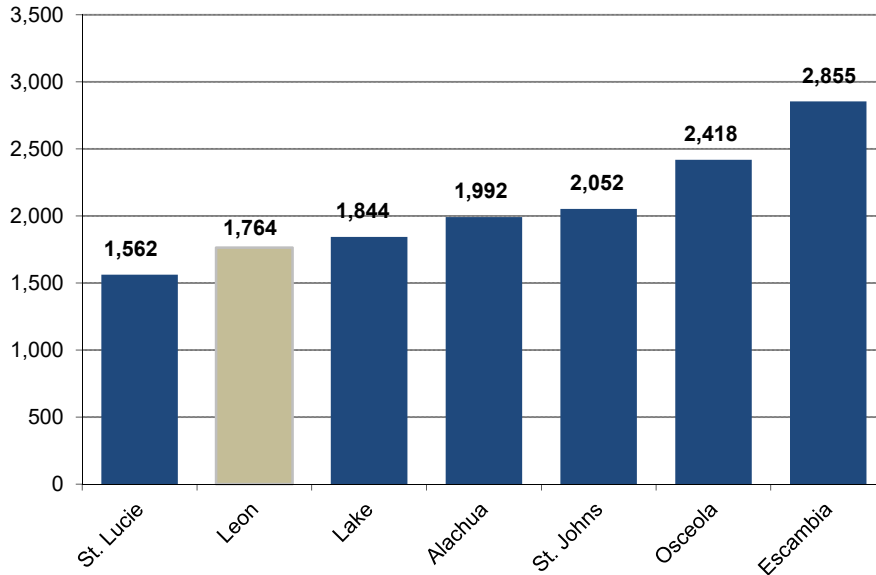
Source: Florida Department of Revenue 2017 Taxable Value by County

Leon County Fiscal Year 2019 Adopted Budget

Comparative Data – Like-Sized Counties

Comparative Data for Like-Sized Counties

Total Number of County Employees (FY18)

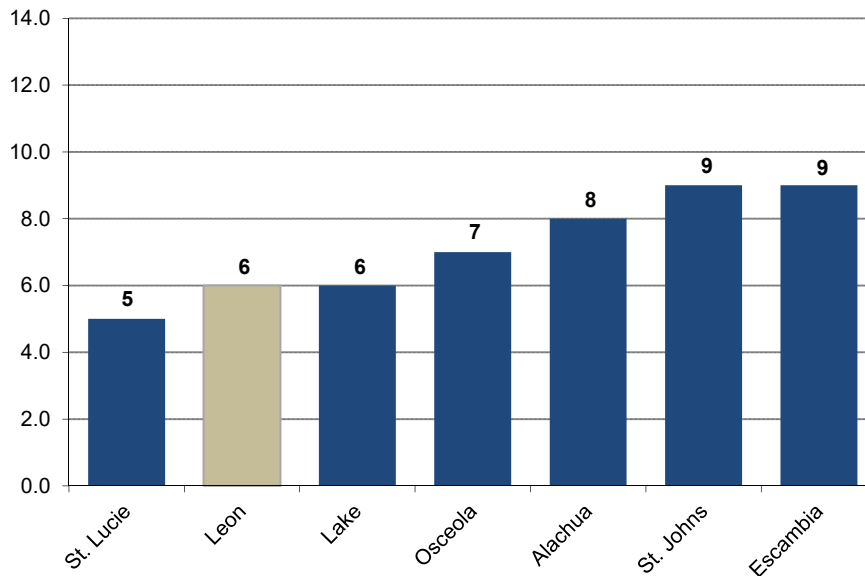


County employees consist of Board, Constitutional, and Judicial Offices. Leon County continues to rank the second lowest number of county employees among like-size counties.

All of the comparable counties surveyed reported a higher number of employees than reported in FY17.

Source: FY18 Leon County Office of Management and Budget Survey

**County Employees per 1,000 Residents (FY17)
(Rounded)**



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

Source: University of Florida, Bureau of Economic and Business Research, 10/17/2017 & FY18 Leon County Office of Management and Budget Survey

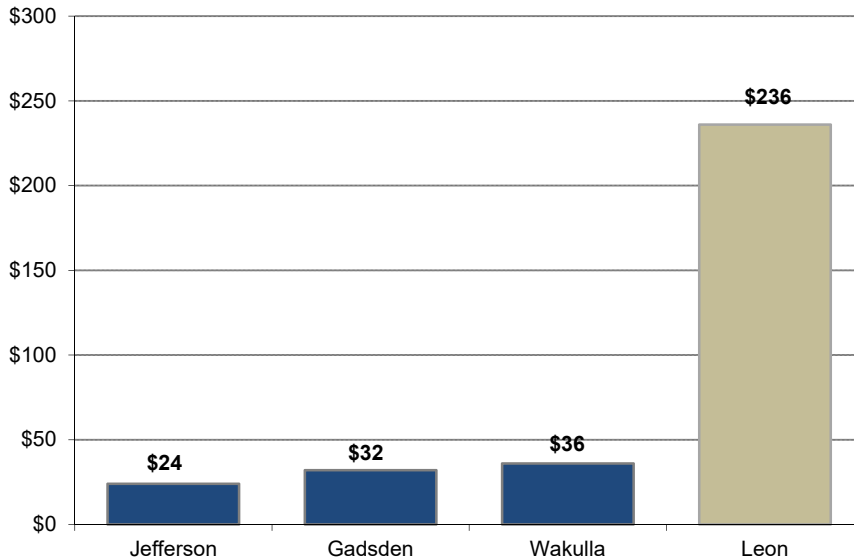
* Comparative Counties updated based on 2017 population estimates.
Source: University of Florida, Bureau of Economic and Business Research, 10/17/2017.

Leon County Fiscal Year 2019 Adopted Budget
 Comparative Data – Surrounding Counties

Comparative Data for Surrounding Counties

Total Net Budget (FY18)

Millions

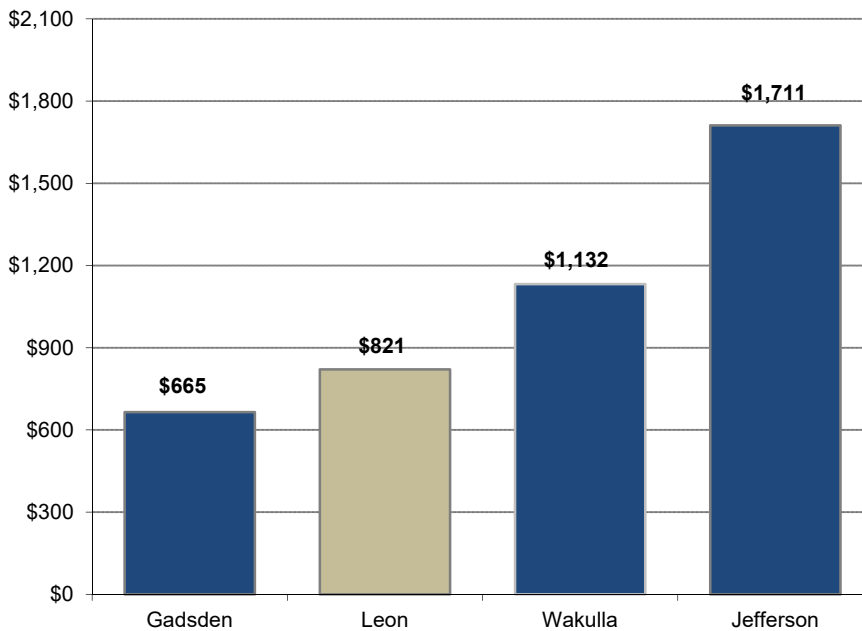


Leon County ranks highest in operating budget among surrounding counties, with a net budget of \$236.4 million. Jefferson County ranks lowest with a net budget of \$24.9 million.

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

Source: FY18 Leon County Office of Management and Budget Survey

Net Budget Per Countywide Resident (FY18)



Leon County is the second lowest for dollars spent per county resident. Gadsden County spends 19% less per county resident.

Source: University of Florida: Bureau of Economic and Business Research, 10/17/2017 & FY18 Leon County Office of Management and Budget Survey

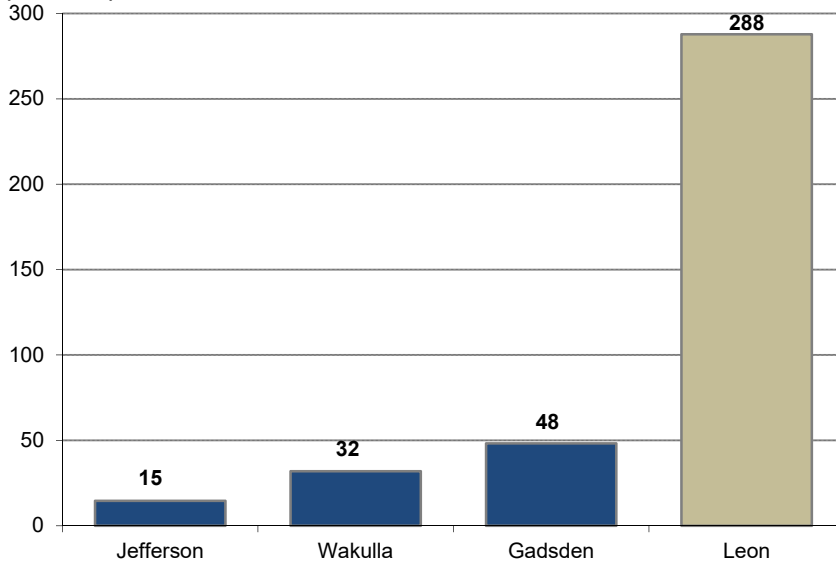
Leon County Fiscal Year 2019 Adopted Budget

Comparative Data – Surrounding Counties

Comparative Data for Surrounding Counties

Countywide Population (2017)

Thousands
(Rounded)

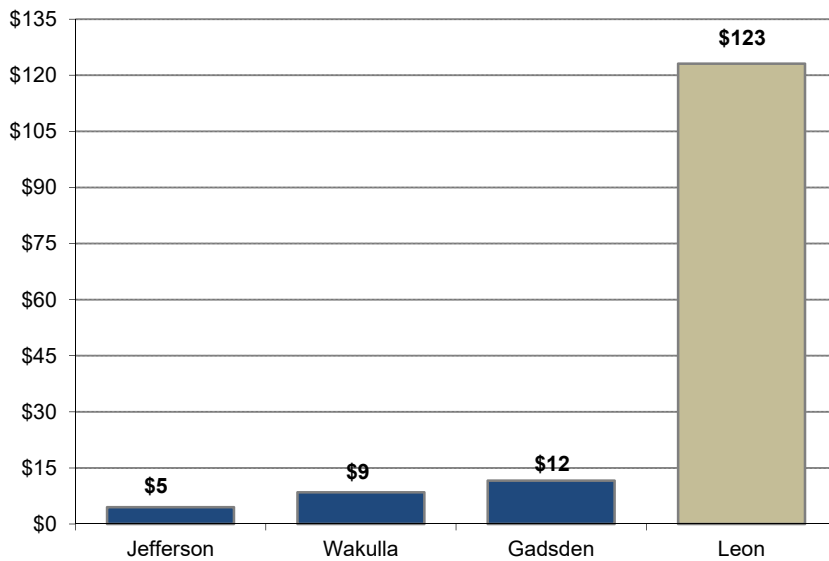


The University of Florida Bureau of Economic and Business Research estimated the 2017 Leon County population at 287,899. Leon County has approximately 240,000 more residents than neighboring Gadsden County which has the next highest population. Of the surrounding counties, Leon has the highest projected population growth rate since the 2010 census at 4.51% compared to Gadsden (4.04%), Wakulla (3.68%), and Jefferson (-1.02%).

Source: University of Florida, Bureau of Economic and Business Research, 10/17/2017

Anticipated Ad Valorem Tax Collections (FY18)

Millions



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

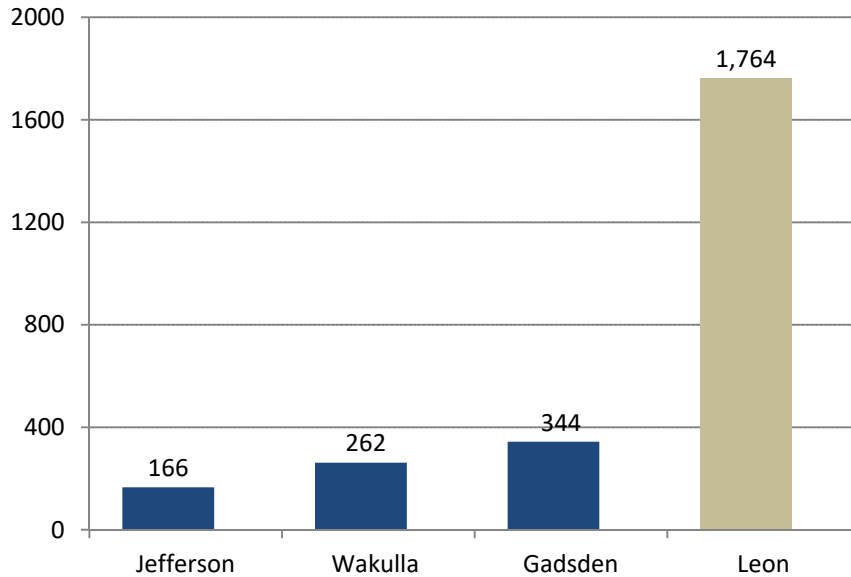
Source: Florida Department of Revenue 2017 Taxable Value by County

Leon County Fiscal Year 2019 Adopted Budget

Comparative Data – Surrounding Counties

Comparative Data for Surrounding Counties

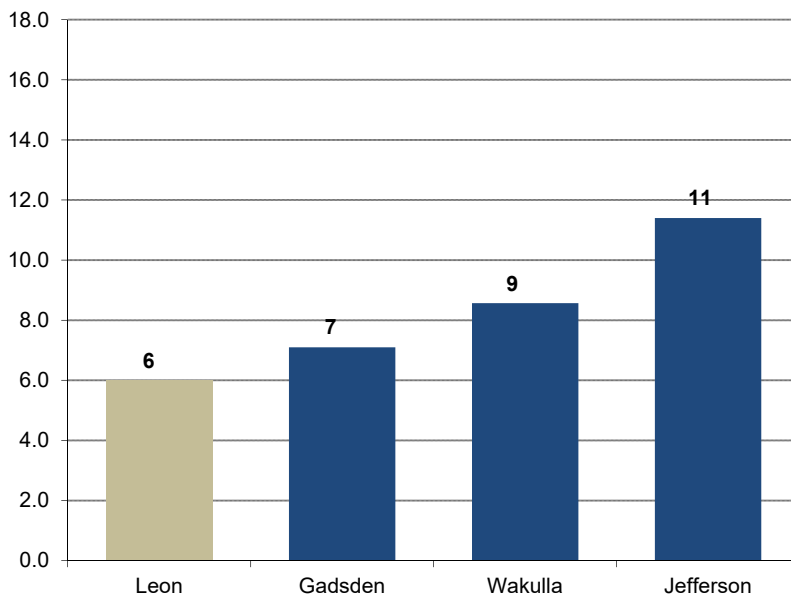
Total Number of County Employees (FY18)



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

Source: FY18 Leon County Office of Management and Budget Survey

**Total County Employees per 1,000 Residents (FY18)
(Rounded)**



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, 10/17/2017 & FY18 Leon County Office of Management and Budget Survey

Leon County Fiscal Year 2019 Adopted Budget

Comparative Data – All Counties

Net Budget per Countywide Resident

County	Net Budget Per Capita	Staff Per 1,000
Columbia County	\$592	9.4
Gadsden County	\$655	7.1
Suwannee County	\$695	7.8
Leon County	\$821	6.1
Holmes County	\$834	8.4
Santa Rosa County	\$853	5.4
Washington County	\$897	8.8
Okeechobee County	\$917	9.5
Sumter County	\$933	5.5
Lake County	\$940	5.6
Seminole County	\$943	6.5
Brevard County	\$959	6.5
Citrus County	\$980	7.6
Highlands County	\$981	8.8
Marion County	\$985	7.3
Flagler County	\$997	7.3
Lee County	\$1,009	7.6
Saint Lucie County	\$1,033	5.2
Okaloosa County	\$1,080	7.8
Pinellas County	\$1,120	5.5
Escambia County	\$1,128	9.1
Wakulla County	\$1,132	9.5
Polk County	\$1,145	6.5
Baker County	\$1,155	6.6
Alachua County	\$1,190	7.7
Gilchrist County	\$1,191	10.7
Pasco County	\$1,201	7.9
Bay County	\$1,203	3.8
Hernando County	\$1,217	8.1
Osceola County	\$1,219	7.2
Clay County	\$1,256	6.8

County	Net Budget Per Capita	Staff Per 1,000
Bradford County	\$1,264	8.5
Hardee County	\$1,268	7.4
Nassau County	\$1,291	9.1
Volusia County	\$1,332	6.4
Madison County	\$1,340	9.5
Calhoun County	\$1,352	9.1
Orange County	\$1,370	7.9
Jackson County	\$1,398	4.6
Hillsborough County	\$1,515	7.1
Hendry County	\$1,517	9.3
Saint Johns County	\$1,619	8.9
Palm Beach County	\$1,629	8.0
Levy County	\$1,663	9.8
Indian River County	\$1,683	9.7
DeSoto County	\$1,686	9.2
Manatee County	\$1,703	9.0
Jefferson County	\$1,711	11.4
Duval County	\$1,745	7.9
Lafayette County	\$1,784	9.4
Sarasota County	\$1,803	8.8
Miami-Dade County	\$1,803	9.9
Hamilton County	\$1,866	13.4
Broward County	\$1,972	6.4
Charlotte County	\$1,997	11.1
Martin County	\$2,019	11.0
Glades County	\$2,023	8.4
Walton County	\$2,311	15.6
Collier County	\$2,630	10.2
Gulf County	\$3,325	11.0
Monroe County	\$4,020	17.2
Franklin County	\$4,297	14.0

Notes:

1. Population data source: University of Florida, Bureau of Economic and Business Research, 10/17/2017.
2. The following counties were non-responsive to survey requests: Dixie, Duval, Liberty, Putnam, Seminole, Taylor & Union. Information on Duval and Seminole Counties were retrieved from their respective FY 2018 budget documents.

Leon County Fiscal Year 2019 Adopted Budget

Comparative Data – All Counties

Percent of Exempt Property

County	%Exempt	Net Budget Per Capita	Staff Per 1,000
Collier County	11%	\$2,630	10.2
Walton County	12%	\$2,311	15.6
Palm Beach County	16%	\$1,629	8.0
Lee County	17%	\$1,009	7.6
Manatee County	17%	\$1,703	9.0
Martin County	17%	\$2,019	11.0
Sarasota County	18%	\$1,803	8.8
Miami-Dade County	18%	\$1,803	9.9
Indian River County	19%	\$1,683	9.7
Seminole County	19%	\$943	6.5
Saint Johns County	20%	\$1,619	8.9
Broward County	20%	\$1,972	6.4
Sumter County	21%	\$933	5.5
Monroe County	21%	\$4,020	17.2
Nassau County	22%	\$1,291	9.1
Orange County	22%	\$1,370	7.9
Hardee County	22%	\$1,268	7.4
Pinellas County	23%	\$1,120	5.5
Okaloosa County	23%	\$1,080	7.8
Charlotte County	23%	\$1,997	11.1
Hamilton County	23%	\$1,866	13.4
Bay County	24%	\$1,203	7.3
Osceola County	25%	\$1,219	7.2
Hillsborough County	25%	\$1,515	7.1
Saint Lucie County	26%	\$1,033	5.2
Polk County	27%	\$1,145	6.5
Flagler County	27%	\$997	7.3
Suwannee County	27%	\$695	7.8
Lake County	28%	\$940	5.6
Volusia County	28%	\$1,332	6.4
Franklin County	28%	\$4,297	14.0

County	%Exempt	Net Budget Per Capita	Staff Per 1,000
Citrus County	28%	\$980	7.6
Pasco County	29%	\$1,201	8.3
DeSoto County	28%	\$1,686	9.2
Okeechobee County	29%	\$917	9.5
Marion County	30%	\$985	7.3
Washington County	30%	\$897	8.8
Madison County	30%	\$1,340	9.5
Duval County	31%	\$1,745	7.9
Clay County	31%	\$1,256	6.8
Highlands County	31%	\$981	8.8
Gulf County	32%	\$3,325	11.0
Calhoun County	32%	\$1,352	9.1
Santa Rosa County	32%	\$853	5.4
Bradford County	32%	\$1,264	8.5
Gilchrist County	33%	\$1,191	10.7
Levy County	34%	\$1,663	9.8
Columbia County	35%	\$592	9.4
Hernando County	35%	\$1,217	8.1
Jefferson County	36%	\$1,711	11.4
Escambia County	37%	\$1,128	9.1
Brevard County	38%	\$959	6.5
Jackson County	38%	\$1,398	4.6
Leon County	38%	\$821	6.1
Wakulla County	40%	\$1,132	9.5
Gadsden County	40%	\$665	7.1
Lafayette County	41%	\$1,784	9.4
Holmes County	42%	\$834	8.4
Baker County	42%	\$1,155	6.6
Hendry County	44%	\$1,517	9.3
Alachua County	46%	\$1,190	7.7
Glades County	62%	\$2,023	8.4

Note: The following counties were non-responsive to survey requests: Dixie, Duval, Liberty, Putnam, Seminole, Taylor & Union. Information on Duval and Seminole Counties were retrieved from their respective FY 2018 budget documents.

Leon County Fiscal Year 2019 Adopted Budget

Comparative Data – All Counties

Total County Employees per 1,000 Residents

County	Staff Per 1,000	# of Employees	Population
Jackson County	4.6	230	50,418
Saint Lucie County	5.2	1,561.55	297,634
Santa Rosa County	5.4	921	170,835
Pinellas County	5.5	5,275	962,003
Sumter County	5.5	662	120,700
Lake County	5.6	1,844	331,724
Leon County	6.1	1,764	287,899
Broward County	6.4	12,058	1,873,970
Volusia County	6.4	3,355	523,405
Polk County	6.5	4,310.07	661,645
Brevard County	6.5	3,763	575,211
Seminole County	6.5	2,941	454,757
Baker County	6.6	180	27,191
Clay County	6.8	1,415	208,549
Flagler County	7.3	767	105,157
Holmes County	8.4	170	20,210
Hillsborough County	7.1	9,861	1,379,302
Gadsden County	7.1	344	48,263
Osceola County	7.2	2,418	337,614
Marion County	7.3	2,559	349,267
Bay County	7.4	1,302	178,820
Hardee County	7.4	204	27,426
Citrus County	7.6	1,094	143,801
Lee County	7.6	5,306	698,468
Alachua County	7.7	1,992	260,003
Okaloosa County	7.8	1,532	195,488
Suwannee County	7.8	350	44,690
Duval County	7.9	7,374	936,811
Orange County	7.9	10,405	1,313,880
Palm Beach County	8.0	11,325	1,414,144
Bradford County	8.5	235	27,642

County	Staff Per 1,000	# of Employees	Population
Washington County	8.8	220	24,985
Hernando County	8.1	1,470.25	181,882
Pasco County	8.3	4,186	505,709
Glades County	8.4	110	13,087
Highlands County	8.8	902	102,138
Sarasota County	8.8	3,588	407,260
Saint Johns County	8.9	2052.01	229,715
Manatee County	9.0	3,307	368,782
Lafayette County	9.4	80	8,479
Escambia County	9.1	2,854.54	313,381
Nassau County	9.1	735.86	80,456
Calhoun County	9.1	136	15,001
DeSoto County	9.2	328	35,621
Hendry County	9.3	363	39,057
Columbia County	9.4	650	68,943
Okeechobee County	9.5	392	41,140
Madison County	9.5	184	19,377
Wakulla County	9.5	304	31,909
Indian River County	9.7	1444.97	148,962
Levy County	9.8	400	41,015
Miami-Dade County	9.9	27200	2,743,095
Collier County	10.2	3651.91	357,470
Gilchrist County	10.7	185	17,224
Martin County	11	1,679.50	153,022
Gulf County	11	180	16,297
Charlotte County	11	1,909.50	172,720
Jefferson County	11.4	166	14,611
Hamilton County	13	197.00	14,663
Franklin County	14	170.5	12,161
Walton County	16	1,016.25	65,301
Monroe County	17	1,321.7	76,889

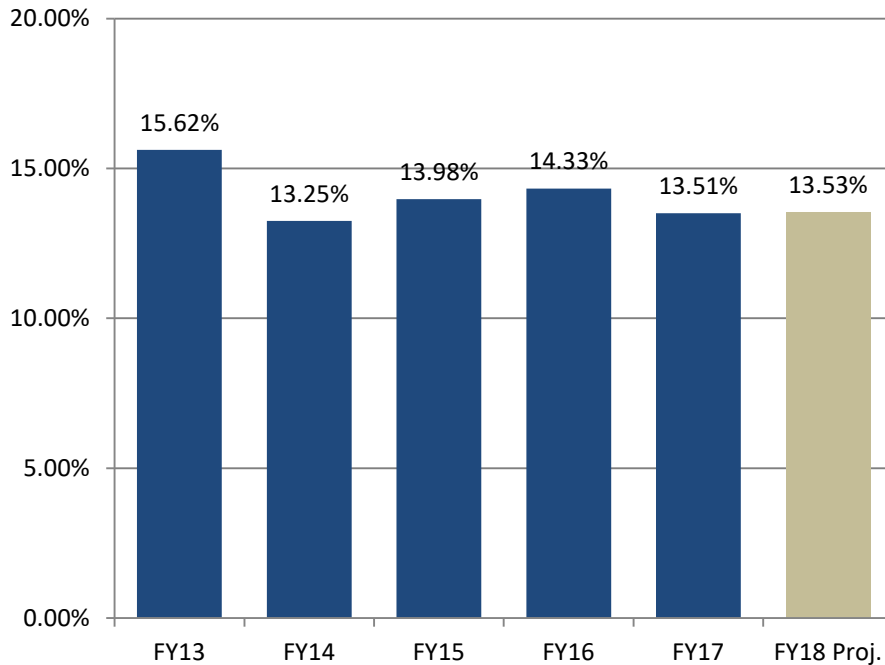
Note: The following counties were non-responsive to survey requests: Dixie, Duval, Liberty, Putnam, Seminole, Taylor & Union. Information on Duval and Seminole Counties were retrieved from their respective FY 2018 budget documents.

Leon County Fiscal Year 2019 Adopted Budget

Financial Indicators

Intergovernmental Revenue

Percent of Operating Revenue



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

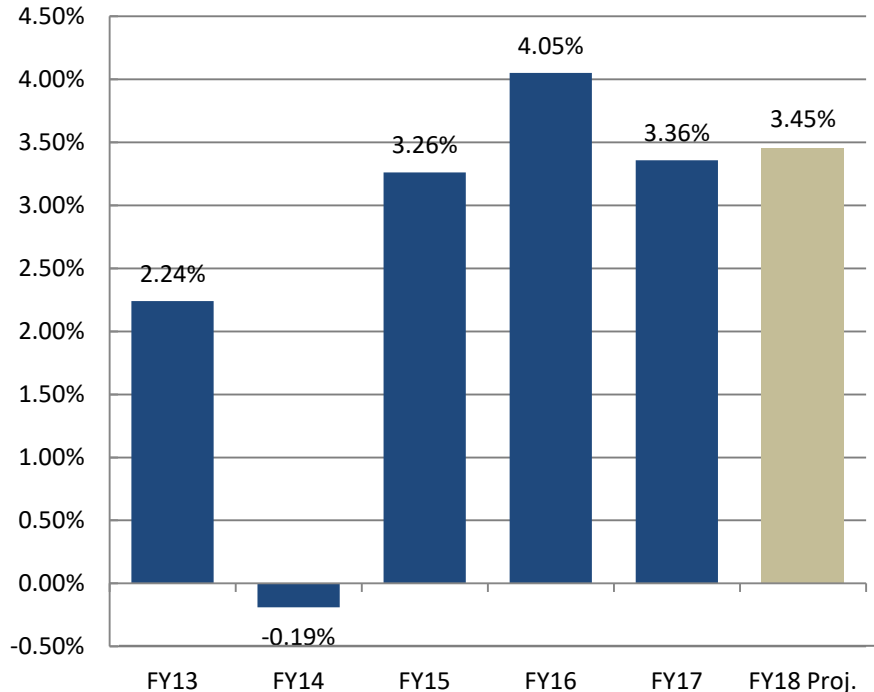
Grants are not generally included in intergovernmental revenue projections; however, grants are included in this projection and account for a significant portion of actual intergovernmental revenue. Intergovernmental revenue is expected to account for 13.53% of operating revenues, a relatively consistent amount for the fourth consecutive fiscal year.

Formula: Intergovernmental Revenues divided by Total Operating Revenues.

Source: FY 2018 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 FY18. Property tax revenue is projected to increase by roughly \$5 million over the FY18 actual property tax collections due to a projected increase in property values.

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

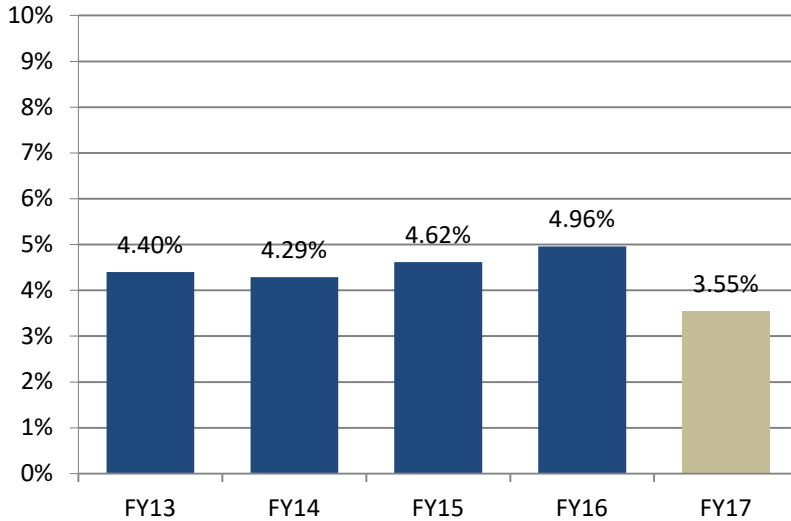
Source: 2017 Certification of Final Taxable Value and Statistical Digest.

Leon County Fiscal Year 2019 Adopted Budget

Financial Indicators

Revenue Projections

Budgeted v. Actual Revenues



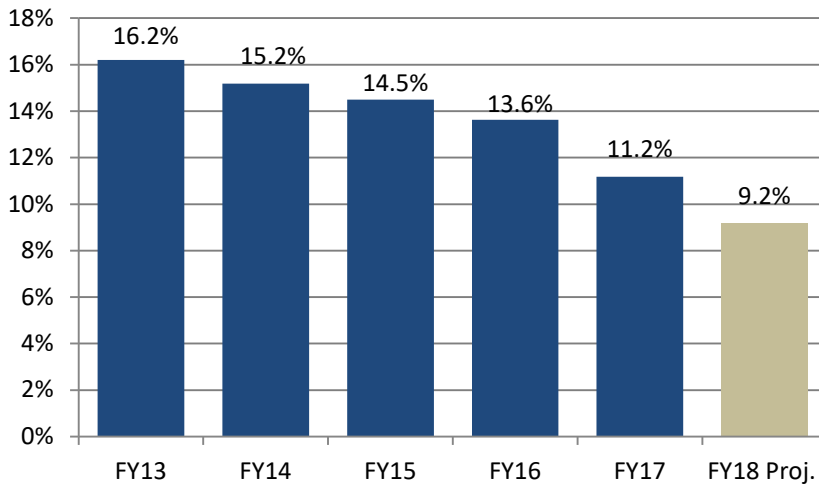
Analysis: This indicator examines the differences between actual revenues received versus budgeted revenues during the past fiscal year. Typically, actual revenues versus budgeted revenues fall in the range of plus or minus five percent.

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 2018 Revenue Summary Report and FY 2018 Budget Summary.

Capital Outlay

Percentage of Total Expenditures



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

In FY13, the higher than usual capital outlay is associated with the construction of the Public Safety Complex.

The FY18 projection is based upon what has been budgeted for the current fiscal year and does not include carry forward projects from the previous fiscal year.

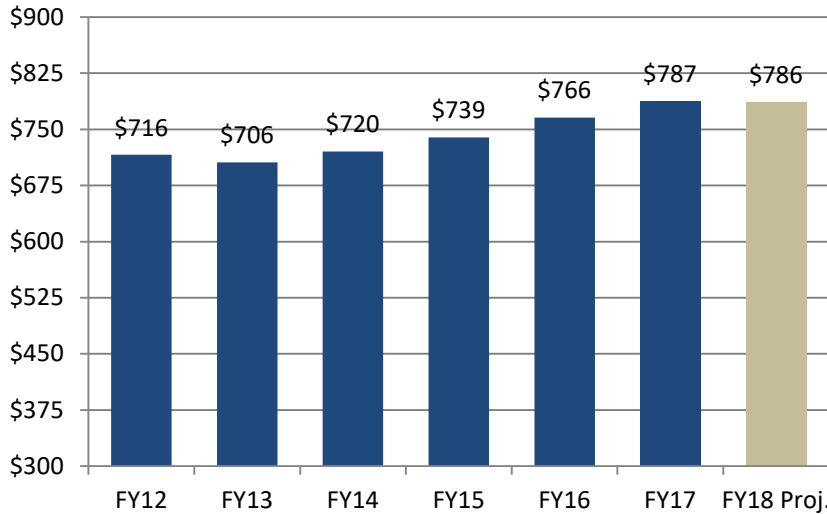
Formula: Capital Outlay Divided by Total Operating Expenditures.

Source: FY 2018 Expenditure Summary Report and FY 2018 Budget Summary.

Leon County Fiscal Year 2019 Adopted Budget

Financial Indicators

Revenue Per Capita



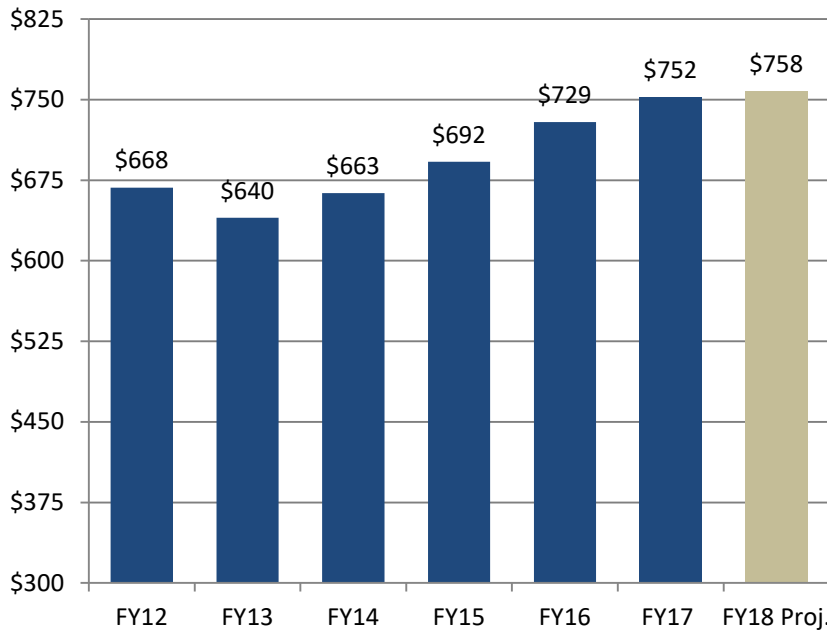
Analysis: Examining per capita revenue indicates changes in revenue relative to changes in population size. If the County's population increases, revenue will need to increase to meet the needs for services of the population. As per capita revenue decreases, it becomes difficult to maintain the existing 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 FY12 to projections for FY18.

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

Source: FY 2017 Revenue Summary Report and the FY 2017 Budget Summary.

Expenditures Per Capita



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

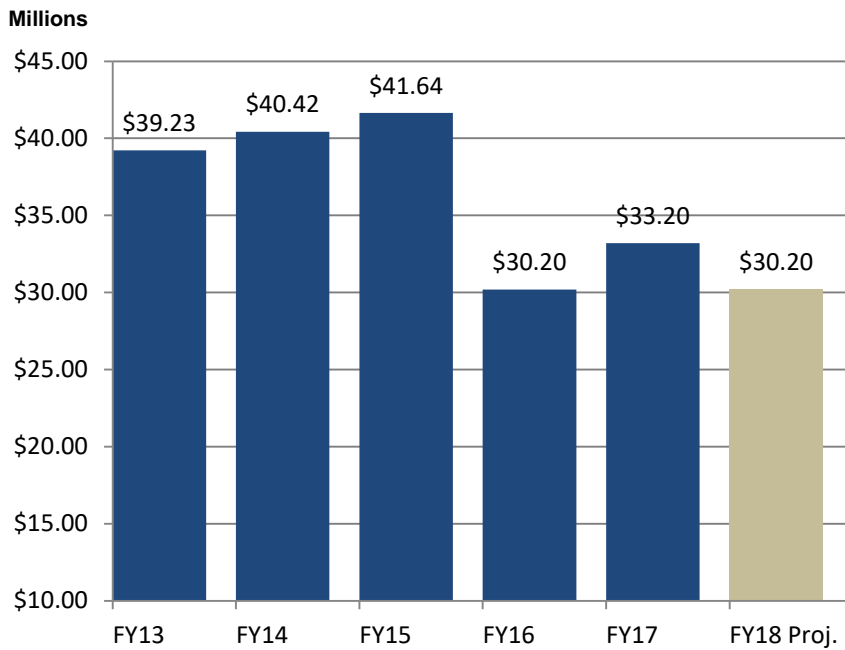
Formula: Actual General Fund, Special Funds and Enterprise Fund divided by population.

Source: FY 2018 Expenditure Summary Report, the 2018 Statistical Digest, and the FY 2018 Budget Summary.

Leon County Fiscal Year 2019 Adopted Budget

Financial Indicators

General/Fine & Forfeiture Fund Balance



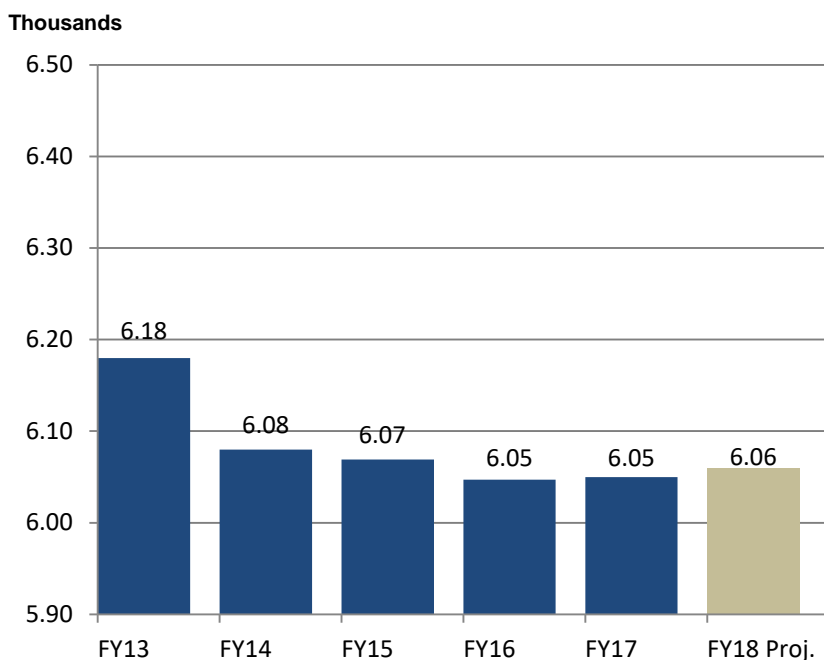
Analysis: Positive fund balances can be thought of as reserves, although the “fund balance” entries on the annual report will not always be synonymous with the funds “available for appropriation.” The County’s reserve policy requires fund balances to be between a minimum of 15% and a maximum of 30% of operating expenditures. FY15 increase is attributable to higher than anticipated property values and return on excess fees. FY16 decrease reflects a \$9.6 million fund balance sweep to fund capital projects. The FY18 projection includes a \$2.75 million fund sweep for capital projects.

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

Source: Summary of Fund Balance and Retained Earnings, FY16 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.

FY13 saw a large decrease in employees per capita as The Sheriff’s Office realigned 39 positions, and EMS had 4 positions realigned to the Public Safety Complex. Leon County’s population has continued to grow at a rate faster than that of County employees, hence the further decrease in employees per capita through 2017. FY18 projection has a slight increase due to additional positions added.

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

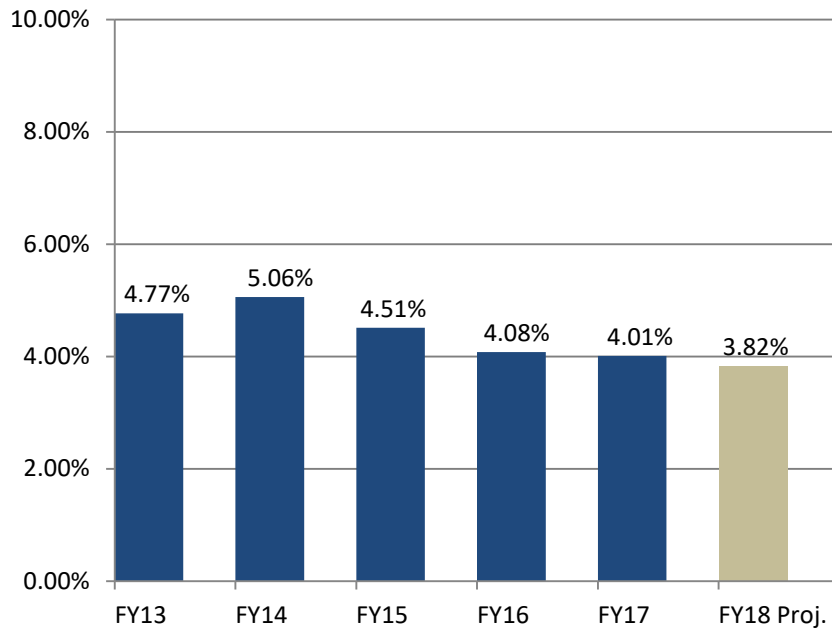
Source: FY17-18 Annual Budget Document and Tallahassee/Leon County Office of Economic Vitality Demographics Data.

Leon County Fiscal Year 2019 Adopted Budget

Financial Indicators

Debt Service

Percentage of Total Operating Expenditures



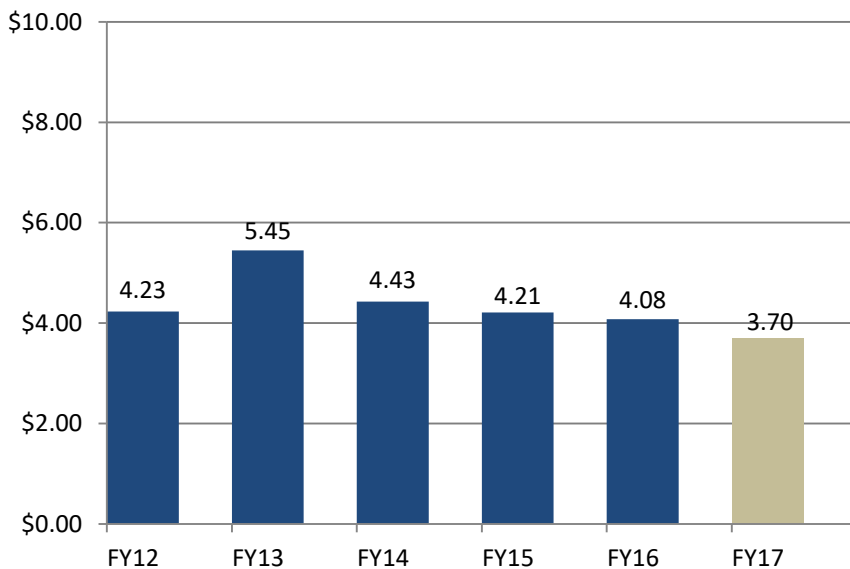
Analysis: Debt service is defined as the amount of principal and interest that a local government pays each year on net direct bonded long-term debt, plus the interest on direct short-term debt. Increasing debt service reduces expenditure flexibility by adding to the County's financial obligations. Leon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

Formula: Debt Service divided by Total Operating Expenditures.

Source: FY 2017 Expenditure Summary and the FY 2017 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.

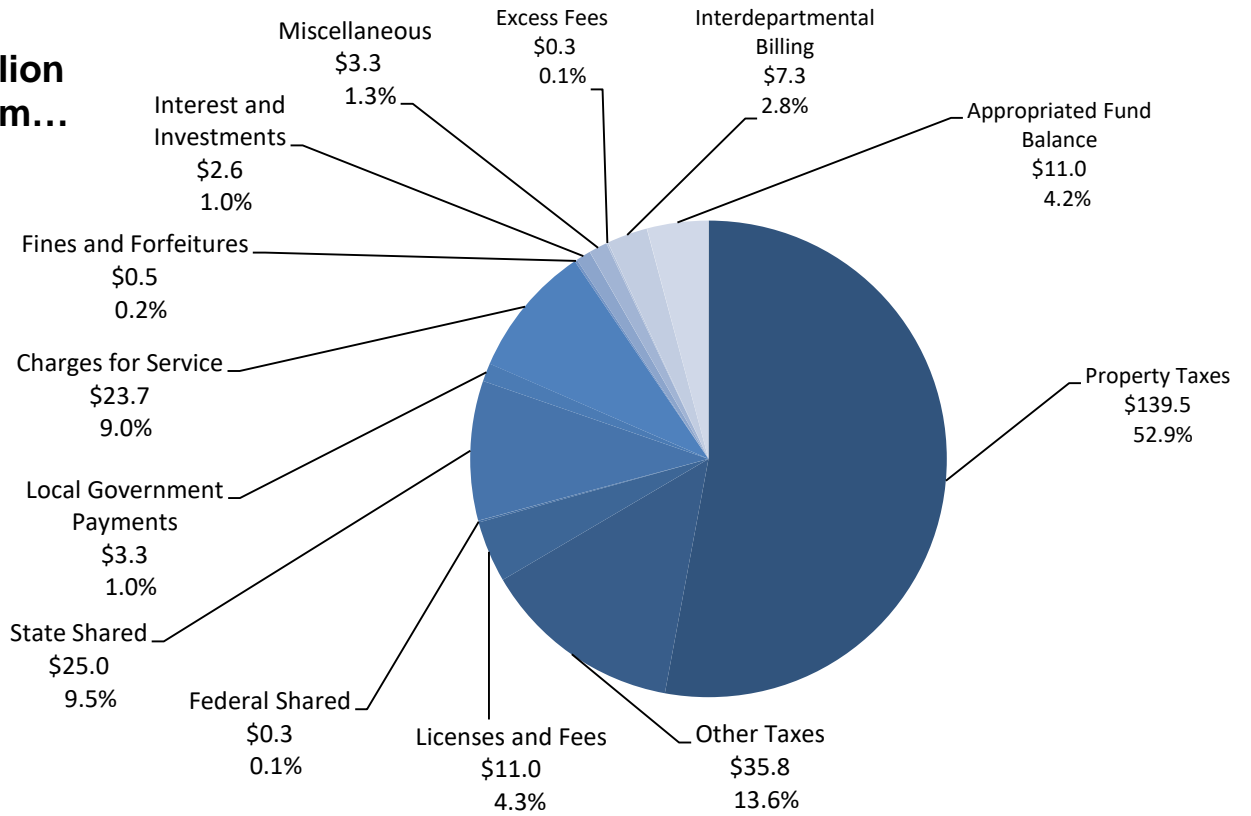
Formula: Cash and short-term investments divided by Current Liabilities

Source: FY 2017 Comprehensive Annual Financial Report

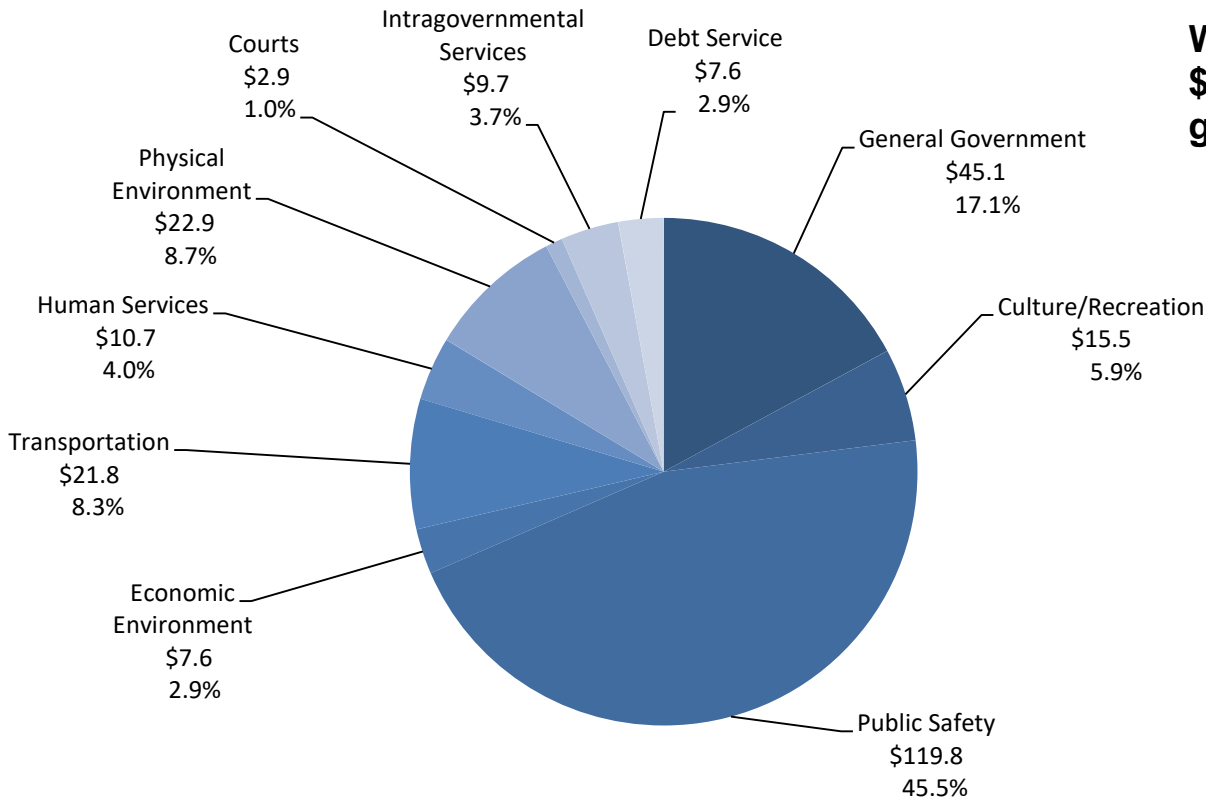
Leon County Fiscal Year 2019 Adopted Budget

Expenditure & Revenue Illustrations

Where the \$263.6 million comes from...



Where the \$263.6 million goes...



Leon County Government Fiscal Year 2019 Adopted Budget

Total Revenue By Source

	FY 2017 Actual	%	FY 2018 Adopted	%	FY 2019 Budget	%
General Property Taxes						
Ad Valorem - General Fund	46,198,390		48,301,815		52,212,746	
Ad Valorem - Fine/Fore.	72,869,626		74,884,672		79,060,174	
MSTU Ad Valorem	7,160,372		7,408,020		7,894,311	
Delinquent Taxes	299,385		282,261		315,150	
Subtotal	126,527,773	49.7%	130,876,768	51.6%	139,482,381	52.9%
Other Taxes						
Local Option Tourist Development Tax	5,667,632		5,330,023		5,748,892	
Local Option Gas tax	8,206,951		8,164,300		8,216,930	
312600 1 Cent Sales Tax	4,286,099		4,382,350		4,325,350	
Franchise Fee	357,583		270,817		343,101	
Public Service Taxes	8,344,130		8,588,597		9,077,474	
315000 Local Communication Svcs Tax	3,330,698		3,292,265		3,268,000	
Non Ad-Valorem Assessments	4,847,334		4,778,149		4,864,784	
Delinquent Assessments	61,882		0		0	
Subtotal	35,102,309	13.8%	34,806,501	13.7%	35,844,531	13.6%
Licenses and Fees						
Business Licenses						
Building Permits	2,183,039		1,976,950		1,842,050	
Fire Services Fees	7,348,870		8,002,791		7,671,611	
Growth Fees	1,022,330		1,464,900		1,550,685	
Subtotal	10,554,239	4.1%	11,444,641	4.5%	11,064,346	4.3%
Federal Shared						
Federal Grants	10,643,756		148,126		69,144	
Federal Payments in Lieu of Taxes	235,795		236,830		242,532	
Subtotal	10,879,551	4.3%	384,956	0.2%	311,676	0.1%
State Shared						
State Grants	2,222,294		625,272		572,458	
Local 1/2 Cent Sales Tax	12,414,836		12,463,050		12,749,086	
State Shared Gas & Transportation Tax	4,248,624		4,221,800		4,314,425	
Subtotal	26,103,477	10.3%	24,487,255	9.7%	24,961,220	9.5%
Local Government Payments						
	3,018,018	1.2%	2,850,010	1.1%	3,261,499	1.0%
Charges for Service						
General Government	840,832		771,780		860,276	
Public Safety	11,149,300		10,801,710		11,090,961	
Tipping Fees	8,828,378		7,637,599		7,917,030	
Other Physical	2,706,253		1,469,397		874,636	
Transportation	518,964		719,663		619,189	
Economic Environmental	358,052		426,360		167,323	
Cultural and Recreational	207,071		200,545		200,545	
Other Charges for Services	1,981,343		2,064,055		1,979,792	
Subtotal	26,590,193	10.5%	24,091,109	9.5%	23,709,752	9.0%
Fines and Forfeitures						
	446,513	0.2%	480,869	0.2%	473,505	0.2%
Interest and Investments						
	1,151,985	0.5%	2,180,056	0.9%	2,641,691	1.0%
Miscellaneous						
	4,318,522	1.7%	2,721,198	1.0%	3,296,338	1.3%
Excess Fees						
Clerk Excess Fees	108,878		0		0	
Sheriff Excess Fees	419,320		0		0	
Property Appraiser	186,546		0		0	
Tax Collector	539,685		300,000		300,000	
Supervisor Of Elections	361,892		0		0	
Subtotal	1,616,321	0.6%	300,000	0.1%	300,000	0.1%
Interdepartmental Billing						
	8,021,243	3.0%	7,293,409	2.9%	7,273,875	2.8%
Appropriated Fund Balance						
	0	0.0%	11,806,828	4.7%	10,979,383	4.2%
TOTAL:	254,330,144	100%	253,723,600	100%	263,600,197	100%

Leon County Fiscal Year 2019 Adopted Budget

Total Expenditures by Function

	FY 2017 Actual	%	FY 2018 Adopted	%	FY 2019 Budget	%
General Government						
Legislative	1,678,886		1,703,508		1,838,741	
Executive	1,420,940		1,367,090		1,437,858	
Property Appraiser	5,143,525		5,094,412		5,088,414	
Tax Collector	4,858,184		5,211,560		5,245,038	
Clerk - Finance Administration	1,609,217		1,670,645		1,764,742	
Financial & Administrative	10,550,205		11,688,327		12,080,775	
Legal Counsel	2,038,218		2,084,538		2,061,872	
Comprehensive Planning	1,278,050		1,487,478		1,610,160	
Other General Governmental Service	13,594,790		9,025,132		9,865,336	
Supervisor of Elections	4,560,208		4,259,755		4,118,199	
Subtotal	46,732,223	18%	43,592,444	17%	45,111,135	17.1%
Public Safety						
Law Enforcement	38,299,012		38,437,084		41,457,465	
Fire Control	8,324,056		7,956,883		8,061,611	
Detention And/or Correction	38,716,667		39,986,942		43,255,474	
Protective Inspections	1,932,902		2,385,461		2,453,859	
Emergency & Disaster Relief	1,212,823		1,515,012		1,401,945	
Ambulance & Rescue	19,193,313		20,425,127		20,407,645	
Medical Examiner	744,307		856,619		792,822	
Other Public Safety	1,623,570		1,867,701		1,978,539	
Subtotal	110,046,650	42%	113,430,829	45%	119,809,360	45.5%
Physical Environment						
Garbage/Solid Waste Control	11,098,983		10,848,176		10,601,548	
Sewer/Wastewater Services	637,892		232,500		232,500	
Conservation & Resource Management	3,898,713		4,552,876		4,688,382	
Flood Control	5,460,279		5,055,203		4,817,727	
Other Physical Environment	2,362,968		2,470,634		2,528,352	
Subtotal	23,458,835	9%	23,159,389	9%	22,868,509	8.7%
Transportation	19,915,340	8%	20,442,465	8%	21,842,405	8.3%
Economic Environment						
Economic Environment	543,700		0		0	
Employment Opportunity (Summer Youth)	106,915		40,000		40,606	
Industry Development	3,704,986		4,319,629		4,748,096	
Veteran Services	287,263		351,227		358,013	
Housing & Urban Development	1,330,608		384,361		167,323	
Other Economic Environment	2,482,311		2,880,365		2,277,443	
Subtotal	8,455,783	3%	7,975,582	3%	7,591,481	2.9%
Human Services	10,069,669	4%	10,691,795	4%	10,675,006	4%
Culture and Recreation						
Libraries	7,088,392		7,095,788		7,265,086	
Parks & Recreation	7,056,932		7,212,003		6,711,618	
Cultural Services	1,436,616		1,468,956		1,572,625	
Subtotal	15,581,940	6%	15,776,747	6%	15,549,329	5.9%
Debt Service	8,527,127	3%	8,057,345	3%	7,575,318	2.9%
Intergovernmental Services						
Intragovernmental Services	918,870		1,013,727		1,253,622	
Motor Pool	2,701,589		2,942,084		2,727,544	
Grants Program	1,690		91,702		91,787	
Insurance Program	3,463,942		3,125,083		3,158,815	
Budgeted Contingency	6,656,967		628,567		2,491,658	
Subtotal	13,743,058	5%	7,801,163	3%	9,723,426	3.7%
Court Related						
Court Administration	340,808		350,954		330,425	
State Attorney	128,049		122,780		143,505	
Public Defender	160,032		160,410		161,415	
Clerk of Circuit Court	407,457		425,198		420,627	
Article V Expenses	54,308		45,409		46,040	
Guardian Ad Litem	16,976		19,942		19,942	
Other Court Related Programs	1,598,878		1,671,148		1,732,274	
Subtotal	2,706,508	1%	2,795,841	1%	2,854,228	1%
Totals	259,237,133	100%	253,723,600	100%	263,600,197	100%

Leon County Fiscal Year 2019 Adopted Budget

Total Operating and Capital Expenditures by Function

	FY 2017 Actual				FY 2018 Adopted				FY 2019 Budget			
	Operating	Capital	Total	%	Operating	Capital	Total	%	Operating	Capital	Total	%
General Government Services												
Legislative	1,678,886	-	1,678,886		1,703,508	-	1,703,508		1,838,741	-	1,838,741	
Executive	1,420,940	-	1,420,940		1,367,090	-	1,367,090		1,437,858	-	1,437,858	
Property Appraiser	5,143,525	-	5,143,525		5,094,412	-	5,094,412		5,088,414	-	5,088,414	
Tax Collector	4,858,184	-	4,858,184		5,211,560	-	5,211,560		5,245,038	-	5,245,038	
Clerk - Finance Administration	1,609,217	-	1,609,217		1,670,645	-	1,670,645		1,764,742	-	1,764,742	
Financial & Administrative	10,550,205	-	10,550,205		11,688,327	-	11,688,327		12,048,775	32,000	12,080,775	
Legal Counsel	2,038,218	-	2,038,218		2,084,538	-	2,084,538		2,061,872	-	2,061,872	
Comprehensive Planning	1,278,050	-	1,278,050		1,487,478	-	1,487,478		1,610,160	-	1,610,160	
Other General Governmental Service	7,146,874	6,447,916	13,594,790		4,756,130	4,269,002	9,025,132		4,705,948	5,159,388	9,865,336	
Supervisor of Elections	4,560,208	-	4,560,208		4,259,755	-	4,259,755		4,118,199	-	4,118,199	
Subtotal	40,284,307	6,447,916	46,732,223	18%	39,323,442	4,269,002	43,592,444	17%	39,919,747	5,191,388	45,111,135	17.1%
Public Safety												
Law Enforcement	38,299,012	-	38,299,012		38,437,084	-	38,437,084		41,457,465	-	41,457,465	
Fire Control	8,324,056	-	8,324,056		7,956,883	-	7,956,883		8,061,611	-	8,061,611	
Detention And/or Correction	37,728,350	988,317	38,716,667		38,966,942	1,020,000	39,986,942		40,360,521	2,894,953	43,255,474	
Protective Inspections	1,932,162	740	1,932,902		2,385,461	-	2,385,461		2,453,859	-	2,453,859	
Emergency & Disaster Relief	1,212,823	-	1,212,823		1,515,012	-	1,515,012		1,401,945	-	1,401,945	
Ambulance & Rescue	18,173,298	1,020,015	19,193,313		19,079,877	1,345,250	20,425,127		19,022,645	1,385,000	20,407,645	
Medical Examiner	598,738	145,569	744,307		524,022	332,597	856,619		460,225	332,597	792,822	
Other Public Safety	1,593,940	29,630	1,623,570		1,817,701	50,000	1,867,701		1,928,539	50,000	1,978,539	
Subtotal	107,862,379	2,184,271	110,046,650	42%	110,682,982	2,747,847	113,430,829	45%	115,146,810	4,662,550	119,809,360	45.5%
Physical Environment												
Garbage/Solid Waste Control	9,962,992	1,135,991	11,098,983		10,263,588	584,588	10,848,176		10,035,758	565,790	10,601,548	
Sewer/Wastewater Services	637,892	-	637,892		232,500	-	232,500		232,500	-	232,500	
Conservation & Resource	3,580,059	318,654	3,898,713		4,402,876	150,000	4,552,876		4,538,382	150,000	4,688,382	
Flood Control	3,238,204	2,222,075	5,460,279		3,671,103	1,384,100	5,055,203		3,802,344	1,015,383	4,817,727	
Other Physical Environment	1,915,522	447,446	2,362,968		1,983,854	486,780	2,470,634		2,041,572	486,780	2,528,352	
Subtotal	19,334,669	4,124,166	23,458,835	9%	20,553,921	2,605,468	23,159,389	9%	20,650,556	2,217,953	22,868,509	8.7%
Transportation												
Subtotal	13,656,893	6,258,447	19,915,340	8%	13,067,980	7,374,485	20,442,465	8%	14,027,210	7,815,195	21,842,405	8.3%
Economic Environment												
Economic Environment	543,700	-	543,700		-	-	-		-	-	-	
Employment Opportunity (Summer Youth)	106,915	-	106,915		40,000	-	40,000		40,606	-	40,606	
Industry Development	3,693,169	11,817	3,704,986		4,274,629	45,000	4,319,629		4,648,096	100,000	4,748,096	
Community Redevelopment/Housing	4,100,182	-	4,100,182		3,615,953	-	3,615,953		2,802,779	-	2,802,779	
Subtotal	7,900,266	11,817	8,455,783	3%	7,930,582	45,000	7,975,582	3%	7,491,481	100,000	7,591,481	2.9%
Human Services	10,069,669	-	10,069,669	4%	10,691,795	-	10,691,795	4%	10,675,006	-	10,675,006	4%
Culture and Recreation												
Libraries	6,589,351	499,041	7,088,392		7,022,788	73,000	7,095,788		7,215,086	50,000	7,265,086	
Parks & Recreation	4,853,970	2,202,962	7,056,932		4,966,604	2,245,399	7,212,003		4,948,818	1,762,800	6,711,618	
Cultural Services	1,436,616	-	1,436,616		1,468,956	-	1,468,956		1,572,625	-	1,572,625	
Special Events	-	-	-		-	-	-		-	-	-	
Subtotal	12,879,937	2,702,003	15,581,940	6%	13,458,348	2,318,399	15,776,747	6%	13,736,529	1,812,800	15,549,329	5.9%
Debt Service												
Redemption Of Long Term Debt	8,527,127	-	8,527,127		8,057,345	-	8,057,345		7,575,318	-	7,575,318	
Debt Service	8,527,127	-	8,527,127	3%	8,057,345	-	8,057,345	3%	7,575,318	-	7,575,318	2.9%
Intergovernmental Services												
Intragovernmental Services	918,870	-	918,870		1,013,727	-	1,013,727		1,253,622	-	1,253,622	
Motor Pool	2,701,589	-	2,701,589		2,942,084	-	2,942,084		2,727,544	-	2,727,544	
Grants Program	1,690	-	1,690		91,702	-	91,702		91,787	-	91,787	
Insurance Program	3,463,942	-	3,463,942		3,125,083	-	3,125,083		3,158,815	-	3,158,815	
Budgeted Contingency	6,656,967	-	6,656,967		566,437	62,130	628,567		2,411,003	80,655	2,491,658	
Subtotal	13,743,058	-	13,743,058	5%	7,739,033	62,130	7,801,163	3%	9,642,771	80,655	9,723,426	3.7%
Court Related												
Court Administration	340,808	-	340,808		350,954	-	350,954		330,425	-	330,425	
State Attorney	128,049	-	128,049		122,780	-	122,780		143,505	-	143,505	
Public Defender	160,032	-	160,032		160,410	-	160,410		161,415	-	161,415	
Clerk of Circuit Court	407,457	-	407,457		425,198	-	425,198		420,627	-	420,627	
Article V Expenses	54,308	-	54,308		45,409	-	45,409		46,040	-	46,040	
Guardian Ad Litem	16,976	-	16,976		19,942	-	19,942		19,942	-	19,942	
Other Court Related Programs	1,598,878	-	1,598,878		1,671,148	-	1,671,148		1,732,274	-	1,732,274	
Subtotal	2,706,508	-	2,706,508	1%	2,795,841	-	2,795,841	1%	2,854,228	-	2,854,228	1%
Totals	236,964,813	21,728,620	259,237,133	100%	234,301,269	19,422,331	253,723,600	100%	241,719,656	21,880,541	263,600,197	100%

Leon County Fiscal Year 2019 Adopted Budget

Programs by Function and Funding Source

General Government:

General Fund: County Commission, County Administration, PLACE-Economic Development, Strategic Initiatives, Community and Media Relations (CMR), Human Resources, Office of Management and Budget, Risk Management, Purchasing/Procurement, Real Estate Management, MIS, Volunteer Services, Office of Sustainability, Voter Registration, Elections, County Attorney, Planning Department, Blueprint 2000, Facilities Management, CIPs – Technology, Buildings, Vehicles, and 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, Animal Control, Health Department, Primary Health Care, Baker Act & Marchman Act, Medicaid & Indigent Burials, Housing Services.

Special Revenue: Diversionary Programs

Culture and Recreation:

General Fund: Library Services, COCA,

Special Revenue: Parks and Recreation, CIPs - Parks

Debt Service: Bond Series 2012A (Tax Exempt), Bond Series 2012B (Taxable), ESCO Lease, 2014 Debt Series.

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 2019 Adopted Budget

Department Funding Source Guide

Department	Funding Source
County Commission	001 - General Fund*
Administration	001 - General Fund*
Office of Information and Technology	001 - General Fund*
County Attorney	001 - General Fund*
Public Works	001 - General Fund*
	106 - Transportation Trust*
	123 - Stormwater Utility*
	505 - Motor Pool
Development Support & Environmental Management (DSEM)	120 - Building Inspection Fund
	121 - DSEM Fund*
	125 - Grants
Planning, Land Management and 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	001 - General Fund*
	124 - SHIP Trust Fund
	161 - Housing Finance Authority
Resource Stewardship	001 - General Fund*
	Transfer from 106 - Transportation Trust
	140 - Municipal Service Fund
	Transfer from 145 - Fire Services Fee
	Transfer from 160 - Tourism Development Fund
	Transfer from 162 - County Accepted Roadways & Drainage Systems
	165 - County Government Annex Building
	166 - Huntington Oaks Operations
	401 - Solid Waste Fee*
Transfer from 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 2019 Adopted 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
		130 - 911 Emergency Communications Trust
	Supervisor of Elections	060 - Supervisor of Elections**
	Tax Collector	001 - General Fund*
		123 - Stormwater Utility*
		135 - Emergency Medical Services MSTU
		145 - Fire Services Fee
162 - County Accepted Roadways & Drainage Systems		
164 - Special Assessment: Killlearn Lakes Sewer		
401 - Solid Waste Fee*		
Judicial	Court Administration	001 - General Fund*
	Other Court-Related Programs	110 - Fine and Forfeiture Fund
		114 - Family Law Legal Services
		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
		Transfer from 140 - Municipal Service Fund
	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 2019 Adopted 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 - Emergency 911	
		131 - Radio Communications	
		135 - Emergency Medical Services MSTU	
		140 - Municipal Service Fund	
		145 - Fire Services	
		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		
	160 - Tourism Development Fund		
165 - County Government Annex Building			
166 - Huntington Oaks Operations			
401 - Solid Waste Fee*			
505 - Motor Pool			
Worker's Comp Risk Management	501 - Insurance Service Fund		

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

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

Leon County Fiscal Year 2019 Adopted Budget

Department Funding Source Guide

Department		Funding Source
Non-Operating	Budgeted Reserves	001 - General Fund*
		106 - Transportation Trust*
		110 - Fine and Forfeiture Fund
		116 - Drug Abuse Trust
		120 - Building Inspection Fund
		123 - Stormwater Utility*
		140 - Municipal Service Fund
		160 - Tourism Development Fund
	Other Non-Operating	001 - General Fund*
		106 - Transportation Trust*
		110 - Fine and Forfeiture Fund
		116 - Drug Abuse Trust
		125 - Grants
		131 - Radio Communication System
		140 - Municipal Service Fund
164 - Special Assessment: Killlearn Lakes Sewer		
Debt Service	Transfer from 001 - General Fund	
	Transfer from 140 - Municipal Service Fund	
	Transfer from 160 - Tourism Development Fund	
	Transfer from 165 - County Government Annex Building	
	211 - Bond Series 2012*	
	220 - Bond Series 2005*	
	221 - ESCO Lease	
	222 - Debt Series 2014*	
	Transfer from 001 - General Fund	
Transfer from 106 - Transportation Trust		
Capital Projects	125 - Grants	
	135 - Emergency Medical Services MSTU	
	Transfer from 140 - Municipal Service Fund	
	160 - Tourism Development Fund	
	165 - County Government Annex Building	
	305 - Capital Improvements Fund	
	306 - Transportation Improvements	
	309 - Sales Tax Extension Fund	
	330 - 911 Capital Projects	
	351 - Sales Tax Extension 2020 Fund	
352 - Sales Tax Extension 2020 JPA Fund		
401 - Solid Waste Fee*		

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

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

Leon County Fiscal Year 2019 Adopted Budget
Expenditures By Department and Division

Board of County Commissioners

	FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
	Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
1) County Commission	1,678,886	1,703,508	1,838,741	7.94%	1,895,984	1,955,494	2,017,347	2,081,667
	<u>1,678,886</u>	<u>1,703,508</u>	<u>1,838,741</u>	<u>7.94%</u>	<u>1,895,984</u>	<u>1,955,494</u>	<u>2,017,347</u>	<u>2,081,667</u>

- 1) Increase reflects County Commission costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's 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.

Administration

	FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
	Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
2) County Administration*	1,036,588	1,062,107	1,133,103	6.68%	1,165,794	1,199,531	1,234,443	1,270,582
3) Emergency Management*	1,187,327	1,510,012	1,361,945	-9.81%	1,311,470	1,325,013	1,338,599	1,351,718
4) Human Resources*	1,257,987	1,418,564	1,405,087	-0.95%	1,440,679	1,477,615	1,515,269	1,555,811
5) Strategic Initiatives/CMR*	1,281,484	1,397,809	1,418,839	1.50%	1,443,757	1,438,325	1,470,139	1,503,261
	<u>4,763,386</u>	<u>5,388,492</u>	<u>5,318,974</u>	<u>-1.29%</u>	<u>5,361,700</u>	<u>5,440,484</u>	<u>5,558,450</u>	<u>5,681,372</u>

- 2) *See personnel note below.
- 3) Decrease is related to timing of grant allocations from the Florida Department of Emergency Management based on the State's annual budget cycle starting in July versus the County's in October. These grants are annually presented to the Board in July for approval and appropriated for the following year through the carry forward budget process.
- 4) Decrease is related to personnel changes offset by funding in the amount of \$15,000 for the Diabetes, Pre-Diabetes, Weight Management Program.
- 5) Increase includes additional costs for closed captioning for televised Board meetings and workshops and \$10,000 in support of the Created Equal event approved at the February 13, 2018 Board meeting, offset by a reduction in personnel costs due the retirement and replacement of personnel within the division.

County Attorney's Office

	FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
	Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
6) County Attorney*	2,038,218	2,084,538	2,061,872	-1.09%	2,107,264	2,154,137	2,202,800	2,253,331
	<u>2,038,218</u>	<u>2,084,538</u>	<u>2,061,872</u>	<u>-1.09%</u>	<u>2,107,264</u>	<u>2,154,137</u>	<u>2,202,800</u>	<u>2,253,331</u>

- 6) Decrease is related to lower personnel costs associated with staff turnover from long tenured employee.

Department of Public Works

	FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
	Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
7) Engineering Services*	3,351,437	3,740,274	3,970,872	6.17%	4,075,554	4,194,785	4,318,872	4,448,061
8) Fleet Management*	2,692,417	2,932,906	2,718,129	-7.32%	2,736,048	2,764,997	2,790,001	2,815,913
9) Operations*	10,085,945	11,400,093	11,801,462	3.52%	12,087,362	12,382,024	12,743,607	13,027,484
10) PW Support Services*	636,894	604,072	635,167	5.15%	651,125	667,698	684,916	702,811
	<u>16,766,693</u>	<u>18,677,345</u>	<u>19,125,630</u>	<u>2.40%</u>	<u>19,550,089</u>	<u>20,009,504</u>	<u>20,537,396</u>	<u>20,994,269</u>

- 7) Increase is related to the addition of a Water Quality Engineer position to assist with the large volume of County septic to sewer grant projects.
- 8) Decrease reflects \$279,000 in fuel cost savings based on consumption analysis and the price per gallon of fuel, in particular diesel which is 80% of the County's vehicle consumption.
- 9) Increase funding for bridge repair and maintenance costs of \$50,000, and a \$25,000 increase for guardrail installation to utilize private contractors. This will allow for the realignment of a Public Works crew to maintain the increased number of County sidewalks. In addition, there is an increase in utility costs in the amount of \$23,191 associated with street lighting and traffic signals.
- 10) Increase reflects costs associated with the department's portion of the lease for centralized copiers and the personnel costs as stated below.

* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average.

Leon County Fiscal Year 2019 Adopted Budget
Expenditures By Department and Division

Department of Development Support & Environmental Management

	FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
	Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
11) Building Plans Review & Inspection*	1,525,339	1,902,799	1,889,750	-0.69%	1,953,982	2,021,112	2,091,239	2,164,517
12) Customer Engagement Services	0	251,920	204,700	-18.74%	211,947	219,506	227,391	235,492
13) Development Services*	820,015	800,523	840,265	4.96%	867,100	895,134	924,432	955,067
14) DS Support Services*	253,974	281,357	354,454	25.98%	382,592	394,390	406,648	419,386
15) Environmental Services*	1,638,472	1,725,951	1,739,569	0.79%	1,794,950	1,852,507	1,911,984	1,974,540
16) Permit and Code Services*	547,248	421,327	501,602	19.05%	535,358	549,710	564,687	580,317
	<u>4,785,048</u>	<u>5,383,877</u>	<u>5,530,340</u>	<u>2.72%</u>	<u>5,745,929</u>	<u>5,932,359</u>	<u>6,126,381</u>	<u>6,329,319</u>

- 11) Decrease related to personnel budget funding splits between the Building Plans Review and Inspection and the other Department's divisions based on building permitting workload activity.
- 12) Decrease is related to the realignment of positions from the Addressing Program to the Permit and Code Services.
- 13) Increase related to personnel budget funding splits between the Building Plans Review and Inspection and the other Department's divisions based on workload activity.
- 14) Increase related to personnel costs associated adjustments in personnel budget funding splits between the Support Service and the Building Plans Review and Inspection divisions based on workload activity.
- 15) Increase related to personnel costs in addition to operating increases in fuel, vehicle repair and communications.
- 16) Increase related to the realignment of the Addressing Program positions from the Citizens Engagement Division to Permit and Code Services.

Department of PLACE

	FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
	Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
17) Planning Department	753,595	986,992	973,467	-1.37%	995,841	1,018,808	1,042,382	1,066,581
	<u>753,595</u>	<u>986,992</u>	<u>973,467</u>	<u>-1.37%</u>	<u>995,841</u>	<u>1,018,808</u>	<u>1,042,382</u>	<u>1,066,581</u>

- 17) The decrease reflects the adjustment to the County's share of the Planning Department per the interlocal agreement with the City of Tallahassee and is based on the previous year's true-up reconciliation.

Office of Financial Stewardship

	FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
	Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
18) Office of Management and Budget*	704,887	768,095	800,406	4.21%	822,302	844,957	868,502	892,982
19) Purchasing*	628,573	631,950	617,901	-2.22%	636,212	655,984	676,541	697,919
20) Real Estate Management*	282,116	347,064	344,410	-0.76%	338,385	344,630	351,152	357,968
21) Risk Management*	186,030	210,511	196,608	-6.60%	200,604	204,762	209,094	213,603
	<u>1,801,606</u>	<u>1,957,620</u>	<u>1,959,325</u>	<u>0.09%</u>	<u>1,997,503</u>	<u>2,050,333</u>	<u>2,105,289</u>	<u>2,162,472</u>

- 18) *See personnel note below.
- 19) Decrease reflects position budget adjustments due the retirement of long term employees.
- 20) Decrease reflects the reduced payment in the new lease for the Domi Economic Incubator for the internet connection payment off-set by the personnel expenses noted below.
- 21) Decrease reflects a reduction in broker services fees in the amount of \$20,000.

Office of Tourism Development

	FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
	Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
22) Tourism Development*	4,875,462	5,452,109	5,966,933	9.44%	6,055,767	5,906,726	6,061,218	6,218,818
	<u>4,875,462</u>	<u>5,452,109</u>	<u>5,966,933</u>	<u>9.44%</u>	<u>6,055,767</u>	<u>5,906,726</u>	<u>6,061,218</u>	<u>6,218,818</u>

- 22) Increase reflects the use of fund balance to fund the following: \$270,000 in additional advertising and marketing; \$50,000 in additional funds to book national performers and concerts at the Cascades Amphitheater; \$50,000 for wayfinding signage to welcome visitors to attractions, parks and greenways; and \$20,000 for a centralized online grant system. Additionally, \$350,000 is being allocated in capital improvement funding for Apalachee Regional Park in preparation for the NCAA National Championship in FY2021.

* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average.

Leon County Fiscal Year 2019 Adopted Budget
Expenditures By Department and Division

Office of Information and Technology

	FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
	Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
23) Geographic Information Systems*	1,915,522	1,983,854	2,041,572	2.91%	2,090,745	2,141,817	2,194,528	2,250,031
24) Management Information Services*	6,335,561	6,641,127	6,962,794	4.84%	7,142,939	7,324,896	7,511,959	7,708,935
	<u>8,251,083</u>	<u>8,624,981</u>	<u>9,004,366</u>	<u>4.40%</u>	<u>9,233,684</u>	<u>9,466,713</u>	<u>9,706,487</u>	<u>9,958,966</u>

23) *See personnel note below.

24) Increase of \$57,772 related to the 2017-2021 Strategic Plan to transition the County from GroupWise to Microsoft Office 365. Additional increases are included for a number of critical software/hardware packages such as software for CISCO firewall and security software, 'Faster' Fleet Management software, digital signage, and software used by the State Attorney and Public Defender. In addition, \$93,590 for contractual services related to additional enhanced cyber network security, an upgrade of the Banner finance system, NEOGov, and research and benchmarking services increases.

Office of Library Services

	FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
	Actual	Adopted	Proposed	Change	Projected	Projected	Projected	Projected
25) Library Services*	6,511,838	7,007,788	7,200,086	2.74%	7,404,743	7,618,005	7,840,392	8,069,701
	<u>6,511,838</u>	<u>7,007,788</u>	<u>7,200,086</u>	<u>2.74%</u>	<u>7,404,743</u>	<u>7,618,005</u>	<u>7,840,392</u>	<u>8,069,701</u>

25) Increase related to \$10,655 for software licensing renewals and \$10,000 for books and library materials.

Office of Public Safety

	FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
	Actual	Adopted	Adopted	Change	Projected	Projected	Projected	Projected
26) Animal Control*	1,530,798	1,497,552	1,478,951	-1.24%	1,532,861	1,547,839	1,563,456	1,579,744
27) Emergency Medical Services*	16,597,697	17,465,446	17,604,362	0.80%	17,915,756	18,247,817	18,591,679	18,940,039
	<u>18,128,495</u>	<u>18,962,998</u>	<u>19,083,313</u>	<u>0.63%</u>	<u>19,448,617</u>	<u>19,795,656</u>	<u>20,155,135</u>	<u>20,519,783</u>

26) Decrease is related to a reduction in the amount of funding needed for the annual reconciliation with the City of Tallahassee with regard to the interlocal agreement for animal shelter.

27) Increase to support the ALS Agreement with City Fire Department (\$87,196); medical supplies (\$102,488), offset by decreases in fuel (\$109,440).

Office of Intervention & Detention Alternatives

	FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
	Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
28) County Probation*	1,417,305	1,510,904	1,585,176	4.92%	1,629,543	1,675,886	1,723,576	1,774,868
29) Drug & Alcohol Testing*	135,792	154,222	154,163	-0.04%	157,552	161,064	164,703	168,477
30) Supervised Pretrial Release*	1,055,385	1,226,589	1,269,551	3.50%	1,302,485	1,336,814	1,372,248	1,409,934
	<u>2,608,482</u>	<u>2,891,715</u>	<u>3,008,890</u>	<u>4.05%</u>	<u>3,089,580</u>	<u>3,173,764</u>	<u>3,260,527</u>	<u>3,353,279</u>

28) *See personnel note below.

29) Funding for Drug & Alcohol Testing is level except for increases in personnel costs for salary and wages being offset by decreases in health insurance due to benefit adjustments for new employees.

30) *See personnel note below.

Office of Human Services & Community Partnerships

	FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
	Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
31) Housing Services*	1,629,380	962,448	726,426	-24.52%	575,786	593,104	610,729	629,759
32) Human Services*	7,440,258	7,759,392	7,699,865	-0.77%	7,848,202	7,949,632	8,054,100	8,161,703
33) Veteran Services*	287,263	351,227	358,013	1.93%	364,050	370,296	376,787	383,531
34) Volunteer Services*	193,006	198,865	207,259	4.22%	213,599	220,197	227,075	234,243
	<u>9,549,907</u>	<u>9,271,932</u>	<u>8,991,563</u>	<u>-3.02%</u>	<u>9,001,637</u>	<u>9,133,229</u>	<u>9,268,691</u>	<u>9,409,236</u>

31) Decrease reflect SHIP funds received from the State decreased by \$259,038 or 61% for FY19, offset by an increase of \$10,000 for housing rehabilitation expenses.

32) Decrease reflects the Board approval at the April 24, 2018 Budget Workshop to realign \$200,000 in Tallahassee Memorial Hospital Trauma Center funding to Emergency Medical Services to support ambulance services and a 24% reduction in ambulance transport fees. This decrease is offset by an increase of \$189,585 Medicaid payments to fund the County's share of the Medicaid program.

33) *See personnel note below.

34) *See personnel note below.

* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average.

Leon County Fiscal Year 2019 Adopted Budget
Expenditures By Department and Division

Office of Resource Stewardship

	FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
	Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
35) Cooperative Extension*	441,238	455,990	433,603	-4.91%	446,479	459,742	473,402	487,472
36) Facilities Management*	8,767,686	9,421,511	9,774,007	3.74%	9,966,175	10,137,206	10,315,396	10,450,222
37) Office of Sustainability*	216,626	307,686	312,706	1.63%	298,033	323,573	309,339	335,342
38) Parks and Recreation*	2,836,384	3,076,060	3,016,978	-1.92%	3,459,425	3,688,785	3,706,672	3,772,614
39) Solid Waste*	9,393,611	9,730,123	9,408,329	-3.31%	9,685,154	9,837,471	9,997,371	10,161,828
	<u>21,655,545</u>	<u>22,991,370</u>	<u>22,945,623</u>	<u>-0.20%</u>	<u>23,855,266</u>	<u>24,446,777</u>	<u>24,802,180</u>	<u>25,207,478</u>

- 35) Decrease reflects reduction in contracted operating expenses related to the Cooperative Extension Agreement between the County and the University of Florida.
- 36) Increase is related to contractual services items related to the Public Safety Complex including Building Automation Systems maintenance and upgrades for \$145,500, of which 50% is reimbursed by the City of Tallahassee. In addition, chiller and maintenance, grounds and landscaping contract increases of \$59,000. Maintenance and repair items including monitoring and sealing of the exterior Courthouse panels for \$45,000. These increases are offset by a decrease in utilities of \$100,000.
- 37) Increase in personnel costs offset by a decrease in funding to the Sharing Tree of \$10,000 as approved at the April 24, 2018 Budget Workshop.
- 38) Decrease reflects reductions in employee health insurance benefits due to personnel changes; various parks operating supplies (\$10,950); machinery and equipment (\$10,000); vehicle repair and insurance coverage (\$9,592); communications charges (\$7,800), offset by funding for the addition of one new Park Attendant position for Apalachee Regional Park to coincide with the completion of new park amenities. This position is funded for two months starting in August of 2019.
- 39) Decrease reflects a contractual services related to yard waste services (\$189,467) due to reduction in the tonnage of yard waste being brought to the yard waste processing center by the City of Tallahassee, offset by an increase in the disposal and hauling contract (\$95,425). Additional decreases include a reduction of (\$118,000) in landfill post closure liability costs due to the closure of the landfill, as well as a fuel budget decrease of (\$101,654).

Constitutional

	FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
	Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
40) Clerk of the Circuit Court	2,016,674	2,095,843	2,185,369	4.27%	2,246,724	2,309,836	2,374,754	2,374,754
41) Property Appraiser	5,143,525	5,094,412	5,088,414	-0.12%	5,241,066	5,398,298	5,560,247	5,727,054
42) Sheriff	72,814,412	73,935,086	78,251,031	5.84%	82,649,407	86,223,612	90,007,035	94,012,448
43) Supervisor of Elections	4,198,317	4,259,755	4,118,199	-3.32%	5,453,260	4,235,126	4,739,537	4,442,107
44) Tax Collector	4,858,184	5,211,560	5,245,038	0.64%	5,402,963	5,607,675	5,820,550	6,041,914
	<u>89,031,112</u>	<u>90,596,656</u>	<u>94,888,051</u>	<u>4.74%</u>	<u>100,993,420</u>	<u>103,774,547</u>	<u>108,502,123</u>	<u>112,598,277</u>

- 40) Contractual increase of \$94,097 for financial services provided by the Clerk as part of the contract with the County offset by a decrease in Article V funding in the amount of \$4,571, for a net increase of \$89,526.
- 41) Property Appraiser's budget was submitted with a reduction of \$5,996.
- 42) Sheriff's budget increase is 5.84%. The Sheriff's budget also includes the County's increased funding for the Consolidated Dispatch Agency (CDA) (\$291,960), net of the CDA increase, the Sheriff's budget increase is 5.6%. Additional increases include personnel costs for a total of 14 new positions: four new Road Patrol Deputy positions; 3 School Resource Officers, which are funded 100% by the School Board; one Cyber-Crime Detective; one Fleet Mechanic; one Records Technician in Law Enforcement, and four Correctional Officers for the Detention Center. There is also funding to purchase 26 new Sheriff patrol vehicles for \$1.2 million.
- 43) Decrease reflects the budget reduction associated with FY 2019 being a non-presidential election cycle.
- 44) Increase reflects estimated commission payments associated with increase collection due to property values increasing by 6.56%. This nominal increase in the Tax Collector's budget is due the overestimation of commissions on School Board property taxes and the related millage rate in FY 2018. Increases also include commission payments for the MSTU, solid waste, fire, stormwater and other special assessments.

Judicial

Department / Division	FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
	Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
45) Court Administration	240,695	235,233	215,130	-8.55%	221,672	228,480	235,568	242,954
46) Guardian Ad Litem	19,645	22,455	22,712	1.14%	22,712	22,712	22,712	22,712
47) Other Court-Related Programs	496,026	609,924	649,972	6.57%	614,981	505,821	521,024	535,746
48) Public Defender	136,123	136,008	136,390	0.28%	136,390	136,390	136,390	136,390
49) State Attorney	115,641	111,734	133,300	19.30%	133,300	133,300	133,300	133,300
	<u>1,008,130</u>	<u>1,115,354</u>	<u>1,157,504</u>	<u>3.78%</u>	<u>1,129,055</u>	<u>1,026,703</u>	<u>1,048,994</u>	<u>1,071,102</u>

- 45) Decrease is related to benefits changes regarding health insurance offset by personnel increases as noted below.
- 46) Reflects increase related to communication and phone system costs.
- 47) Increase related to personnel costs and operating supplies as well as the increased use of Court Innovations fund balance to support programs, such as Teen Court.
- 48) Increase related to an increasing communications costs.
- 49) Increase reflects \$20,000 for the establishment of a Divisionary Program for pre-arrest and post-arrest divisionary option for the State Attorney and community law enforcement partners. This directly supports the 2017-2021 Strategic Plan to reduce recidivism by establishing pretrial alternatives to low level and non-violent offenders.

* Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average.

Leon County Fiscal Year 2019 Adopted Budget
Expenditures By Department and Division

Non-Operating

		FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
Department / Division		Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
50)	Budgeted Reserves	9,428,167	566,437	2,411,003	325.64%	1,911,396	2,992,898	1,130,432	891,728
51)	Communications	1,357,988	1,464,634	1,697,093	15.87%	1,697,713	1,698,353	1,699,012	1,699,691
52)	Fire Control	8,299,056	7,906,017	8,036,611	1.65%	8,108,159	8,183,705	8,261,018	8,339,102
53)	Line Item Funding	100,000	100,000	100,000	0.00%	0	0	0	0
54)	Other Non-Operating	7,879,873	8,598,361	8,340,295	-3.00%	8,678,485	8,960,379	9,238,951	9,252,333
55)	Risk Allocations	1,088,165	1,131,707	1,093,455	-3.38%	1,093,822	1,094,200	1,094,590	1,094,991
56)	Risk Financing & Workers Comp	3,439,942	3,094,658	3,126,368	1.02%	3,158,555	3,188,286	3,218,314	3,248,643
		<u>31,593,191</u>	<u>22,861,814</u>	<u>24,804,825</u>	<u>8.50%</u>	<u>24,648,130</u>	<u>26,117,821</u>	<u>24,642,317</u>	<u>24,526,488</u>

- 50) Increase reflects appropriation of \$1.0 million from the reduction in the Community Redevelopment Agency (CRA) payment for the Frenchtown CRA. The Frenchtown CRA was renegotiated in order to provide savings to assist in balancing out-year budgets in anticipation of the proposed additional property tax exemption amendment on the November 2018 ballot. In addition, the Property Appraiser's July 1 property tax certification increased property values which resulted in \$1.09 million in additional ad-valorem revenue being placed into the reserve account.
- 51) Reflects increase cost related to phone system including repair and maintenance. In addition, the increase reflects the inclusion of centralized copier costs as part of the communications internal services fund to better track and monitor cost increases. Copiers are integrated with the communications system via email and fax.
- 52) Increase costs associated with payments to the City of Tallahassee for fire services, and the movement of delinquent quarterly bills in the unincorporated area to the property tax bill for collection resulting in increased collection of fire assessment fees.
- 53) Line item funding is budgeted at level funding with continued funding in the amount \$100,000 for the Homeless Shelter Relocation. FY19 will be the last year of this five year, \$500,000 obligation.
- 54) Decreases reflects reduction in 800 MHz Radio Communications System payment due to one time capital expenditures in FY18, the reduced CRA payment subsequent to the renegotiated interlocal agreement, these reductions are off-set by increases to the City Parks agreement, the state Juvenile Justice Payment, and funding for Blueprint 2000 employees who are on the County retirement plan. The Blueprint 2000 cost are reimbursed to the County at year end.
- 55) Reflects a decrease in cost allocations of insurance premiums associated with property, vehicle, and general liability.
- 56) The budget reflects a increases in the State payment for the County's self insurance for workers' compensation, and other County insurance premiums such as property, vehicle and general liability.

Debt Service

		FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
Department / Division		Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
57)	Debt Service	8,527,127	8,057,345	7,575,318	-5.98%	7,572,935	3,270,380	3,272,262	3,273,793
		<u>8,527,127</u>	<u>8,057,345</u>	<u>7,575,318</u>	<u>-5.98%</u>	<u>7,572,935</u>	<u>3,270,380</u>	<u>3,272,262</u>	<u>3,273,793</u>

- 57) Decrease reflects final repayment of the energy savings bonds in FY 2018 resulting in \$482,027 in savings.

Capital Improvement Program

		FY 2017	FY 2018	FY 2019	Adopted	FY 2020	FY 2021	FY 2022	FY 2023
Department / Division		Actual	Adopted	Tentative	Change	Projected	Projected	Projected	Projected
	Budgeted Capital Reserves	0	62,130	80,655	29.82%	162,430	2,752,070	3,790,283	3,191,985
	Engineering Services	8,528,160	8,435,382	10,172,545	20.59%	10,906,534	10,027,273	10,785,135	11,217,755
	Facilities Management	3,311,103	2,689,852	3,734,888	38.85%	3,689,207	3,353,348	2,678,274	3,113,084
	Fleet Management	4,358,754	2,788,387	2,967,308	6.42%	3,469,950	3,275,750	2,288,000	3,196,000
58)	Management Information Services	2,557,140	2,104,130	1,974,280	-6.17%	2,179,680	2,029,680	2,154,680	2,029,680
	Miscellaneous	0	0	32,000	0.00%	0	50,000	0	0
	Parks & Recreation	2,169,558	1,987,250	1,680,000	-15.46%	2,230,000	830,000	1,200,000	900,000
	Public Works - Operations	580,183	1,085,200	835,200	-23.04%	835,200	835,200	835,200	835,200
	Solid Waste	223,722	270,000	403,665	49.51%	170,852	170,852	170,852	140,852
		<u>21,728,620</u>	<u>19,422,331</u>	<u>21,880,541</u>	<u>12.66%</u>	<u>23,643,853</u>	<u>23,324,173</u>	<u>23,902,424</u>	<u>24,624,556</u>

- 58) Significant projects include: \$2.89 million for the Detention Center; \$3.32 million for Arterial/Collector/Local Road resurfacing, \$1.509 million for the Sidewalk Program, \$1.09 for building infrastructure improvements; \$867,651 for Building Mechanical Repair and Replacement; \$845,000 for Public Works vehicle and equipment replacement; \$653,790 for Courthouse improvements; \$500,000 for Transportation and Stormwater improvements, \$550,000 for County compute infrastructure and \$300,000 for computer user upgrades. In addition and in support of the 2017-2021 Strategic Plan, \$850,000 is included for improvements to Apalachee Regional Park and \$30,000 is allocated create dog parks in the unincorporated area of the County.

** Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average.*

Leon County Fiscal Year 2019 Adopted Budget
Expenditures By Department and Division

Grants Administration

Department / Division	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	Adopted Change	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
Byrne Grant	163	0	0	0.00%	0	0	0	0
Grant Economic Development	674,942	0	0	0.00%	0	0	0	0
Grants Adult Drug Court	39,585	0	0	0.00%	0	0	0	0
59) Grants Court Admin	117,600	125,000	125,000	0.00%	125,000	125,000	125,000	125,000
60) Grants EMS	106,076	60,000	60,000	0.00%	60,000	60,000	60,000	60,000
Grants Housing	252,315	0	0	0.00%	0	0	0	0
Grant LLEBG	38,355	0	0	0.00%	0	0	0	0
61) Grants IDA	84,835	84,835	84,835	0.00%	84,835	84,835	84,835	84,835
62) Grants Library	77,513	15,000	15,000	0.00%	15,000	15,000	15,000	15,000
Grants Parks	191,498	0	0	0.00%	0	0	0	0
Grants Public Works	1,579,331	0	0	0.00%	0	0	0	0
Emergency Management	18,496	0	0	0.00%	0	0	0	0
	3,180,709	284,835	284,835	0.00%	284,835	284,835	284,835	284,835

- 59) Reflects expenditures associated with the Veteran's Court. This is a legislative allocation to Court Administration for operation of a Veteran's Court that is reimbursed to the County.
- 60) Reflects funds for the grants received from the Florida Department of Health in support Emergency Medical Services.
- 61) Reflects funds collected for driver's education through the collection of traffic fines in the Slosberg Drivers' Education Fund.
- 62) Reflects expenditures associated with the receipt of donations from the Friends of the Library.

Transfers

Department / Division	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	Adopted Change	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
63) Transfers	42,992,592	40,045,083	42,234,280	5.47%	46,228,314	48,736,777	51,580,556	51,730,472
	42,992,592	40,045,083	42,234,280	5.47%	46,228,314	48,736,777	51,580,556	51,730,472

- 63) Reflects increases to Transportation, Probation, Developmental Support and Environmental Services, Stormwater, Capital Improvements, and Transportation Improvements funds, offset by decreases in transfers to General Fund, Supervisor of Elections, Radio Communications System (800 MHz), Bond Series 2012A & 2012B, Bond Series 2014, ESCO Lease and the Solid Waste Funds.

Summary Totals

	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	Adopted Change	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
Leon County Government	104,168,244	111,385,265	113,009,123	1.46%	115,743,604	118,101,989	120,684,675	123,306,272
Constitutional Officers	89,031,112	90,596,656	94,888,051	4.74%	100,993,420	103,774,547	108,502,123	112,598,277
Judicial	1,008,130	1,115,354	1,157,504	3.78%	1,129,055	1,026,703	1,048,994	1,071,102
Non-Operating	31,593,191	22,861,814	24,804,825	8.50%	24,648,130	26,117,821	24,642,317	24,526,488
Capital	21,728,620	19,422,331	21,880,541	12.66%	23,643,853	23,324,173	23,902,424	24,624,556
Debt Service	8,527,127	8,057,345	7,575,318	-5.98%	7,572,935	3,270,380	3,272,262	3,273,793
Grants	3,180,709	284,835	284,835	0.00%	284,835	284,835	284,835	284,835
Total Budget Net Transfers	259,237,133	253,723,600	263,600,197	3.89%	274,015,832	275,900,448	282,337,630	289,685,323

Leon County Fiscal Year 2019 Adopted Budget

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

Expenditure Summary by Category	FY17 Adopted	FY18 Adopted	% Change	FY19 Budget	% Change	Reference
MANDATORY						
<u>Constitutional Officers</u>						
Supervisor of Elections	4,187,358	4,259,755		4,118,199		FS 129.202, FS 97-107
Tax Collector	5,010,257	5,211,560		5,245,038		FL Constitution: Article VIII Section 1(d), FS 192.091(2), FS 197
Property Appraiser	5,159,673	5,094,412		5,088,414		FL Const: Article VIII Section 1(d), FS 192.091(1), FS 193.023, FS 193-194, 196, 200
Sheriff	70,766,102	73,935,086		78,251,031		FL Constitution: Article VIII Section 1(d), FS 30.49 and 30.50
Clerk of Court	2,016,674	2,095,843		2,185,369		FL Constitution: Article VIII Section 1(d), FL Constitution: Article V Section 16
	87,140,064	90,596,656	3.97%	94,888,051	4.74%	
<u>Judiciary (Article V)</u>						
State Attorney	109,955	111,734		133,300		FL Const: Article V Sec. 14 & 17, FS 29.008
Public Defender	133,195	136,008		136,390		FL Const: Article V Sec. 14 & 18, FS 29.008
Guardian Ad Litem	21,627	22,455		22,712		FS 29.008, FS 39.8296
Court Administration	175,578	183,811		173,588		FL Constitution: Article V, FS 29.008
Legal Aid	315,394	317,769		313,019		FS 939.185(2)
subtotal	755,749	771,777	2.12%	779,009	0.94%	
<u>Charter</u>						
County Commission	1,626,968	1,703,508		1,838,741		FL Constitution: Article VIII Section 1(e), FS 125.01, Leon County Charter
County Attorney	2,008,617	2,084,538		2,061,872		Leon County Charter, LCL: Ch 2-Article X Section 2-503, FS 127.01
County Administrator's Office	1,013,761	1,062,107		1,133,103		Leon County Charter, LCL: Ch 2-Article X Section 2-501, F.S. 125.7
subtotal	4,649,346	4,850,153	4.32%	5,033,716	3.78%	
<u>Payments</u>						
CRA-Payment	2,396,091	2,880,365		2,277,443		FS 163.506
Debt Service	8,570,548	8,057,345		7,575,318		FS 130
Medical Examiner	511,795	524,022		460,225		FS 406.08
Tubercular Care & Child Protection Exams	61,000	61,000		61,000		FS 392.68
Baker and Marchmen Act	692,601	638,156		638,156		FS 394.76(3)b
Medicaid & Indigent Burial	2,876,195	2,911,641		3,101,226		Med: FS 409.915, IB: FS 406.50
Tax Deed Applications	45,000	45,000		45,000		FS 197.502
Juvenile Detention Payment	860,500	877,710		900,000		FS 985.686
subtotal	16,013,730	15,995,239	-0.12%	15,058,368	-5.86%	
<u>Transportation/Stormwater</u>						
Public Works Support Services	633,112	604,072		635,167		
Engineering Services	3,693,490	3,740,274		3,970,872		FS 316.006(3)
Transportation Maintenance	4,262,133	4,393,228		4,581,710		FS 206.47(7), FS 206.60(2), FS 336.02(1)
Right of Way Maintenance	2,655,690	2,863,387		2,965,534		FS 337.401
Capital Project Reimbursements	(350,000)	(350,000)		-		
Stormwater Maintenance	3,078,652	3,265,372		3,374,244		LCL: Ch 10-Article VII Div. 1 & 2, FS 403.0893
subtotal	13,973,077	14,516,333	3.89%	15,527,527	6.97%	
<u>Growth Management</u>						
Development Services (not including Bldg Dept)	800,051	935,084		840,265		LCL: Chapter 10, FS 163.3180, FS 163.3202 County Charter, LCL: Ch 10-Article IV Sec. 10, FS 380.021
Environmental Compliance	1,511,145	1,559,229		1,569,082		
Development and Environmental - Support Services	529,271	536,264		560,917		Supports functions of Fund 121
subtotal	2,840,467	3,030,577	6.69%	2,970,264	-1.99%	
<u>Other</u>						
Veterans Services	185,263	200,327		207,113		FS 292.11
Planning	1,055,927	986,992		973,467		FS 163.3174, FS 163.3167(2)
Court House Annex	427,510	448,935		462,201		FL Constitution: Article V, FS 29.008
Property/Liability Insurance	1,113,517	1,131,707		1,093,455		
subtotal	2,782,217	2,767,961	-0.51%	2,736,236	-1.15%	
<u>Solid Waste</u>						
Landfill Closure	-	-		-		FS 403.707
Transfer Station	6,580,549	7,114,555		7,079,329		FS 403.706 and Interlocal Agreement
Solid Waste Management Facility	1,140,682	648,231		555,284		FS 403.706 and Interlocal Agreement
Hazardous Waste	661,782	682,230		696,707		FS 403.7225, FS 403.704
subtotal	8,383,013	8,445,016	0.74%	8,331,320	-1.35%	
TOTAL MANDATORY	136,537,663	140,973,712	3.25%	145,324,491	3.09%	

Leon County Fiscal Year 2019 Adopted Budget

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

Expenditure Summary by Category	FY17 Adopted	FY18 Adopted	% Change	FY19 Budget	% Change	Reference
NON-MANDATORY						
Jail Detention/Mental Health Coordination	49,847	51,422		41,542		FL Const: Article V Section 14(c), FS 29.008
Pre-Trial Release	1,143,133	1,186,589		1,229,551		Provided alternative to incarceration
Code Enforcement	282,846	283,779		499,839		Numerous Leon County Code of Laws
Economic Development	304,983	304,983		304,755		FS 951.26
Community and Media Relations	541,667	609,241		672,832		FS 125.001
Volunteer Services	192,717	198,865		207,259		FS 125.9503, County Emergency Management Plan
Parks and Recreation	2,884,890	3,076,060		3,016,978		
Cooperative Extension	470,954	455,990		433,603		FS 1004.37
Mosquito Control	681,861	846,566		847,506		FS 388.161-162
Library	6,866,639	7,007,788		7,200,086		
Housing Services	468,437	578,087		559,103		FS 420.9075, FS 420.9079, FS 125.0103(7)
Health Department	237,345	237,345		237,345		FS 154.01
Animal Control	1,526,763	1,497,552		1,478,951		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	1,127,559	1,163,145		1,237,417		Provides an alternative to the County Jail
Rural Waste Service Centers	654,736	676,213		659,917		
Yard Waste	-	608,894		417,092		
Primary Health Care	2,018,956	2,021,508		1,831,620		FS 154.011, LCL: Ch 11-Article XVII Sec. 11
Office of Sustainability	303,010	307,686		312,706		
Strategic Initiatives	768,841	788,568		746,007		
Real Estate	295,085	302,064		299,410		
subtotal	20,820,269	22,202,345	6.64%	22,233,519	0.14%	
Agreements/Payments						
Fire Department - City Payment	7,747,906	7,423,538		7,554,132		FS 125.01(1)d and Interlocal Agreement
City Payment - Parks Rec/Animal Shelter	1,273,620	1,327,749		1,384,178		Interlocal Agreement with City of Tallahassee
subtotal	9,021,526	8,751,287	-3.00%	8,938,310	2.14%	
Outside Agency Funding						
Council on Culture & Arts (COCA)	1,376,900	1,468,956		1,572,625		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	1,724,659	1,816,715	5.34%	1,920,384	5.71%	
Miscellaneous						
Human Services CHSP	1,358,816	1,365,720		1,370,293		County Policy No. 01-04
Military Grant	100,000	100,000		100,000		County Policy No. 03-18
Summer Youth Employment	80,425	40,000		40,606		
Volunteer Fire Department	482,479	482,479		482,479		
Diversionsary Funding	100,000	100,000		100,000		
Blueprint 2000	331,846	377,817		636,693		
CRTPA	119,523	122,669		-		
subtotal	2,573,089	2,588,685	0.61%	2,730,071	5.46%	
Event Sponsorships						
Community Events	15,000	15,000		15,000		
North Florida Homeless Veterans Stand Down	10,000	10,000		10,000		
Honor Flight	15,000	20,000		20,000		Ordinance 2006-34
Operation Thank You!	12,500	15,900		15,900		Ordinance 2006-34
Veterans Day Parade	5,000	5,000		5,000		Ordinance 2006-34
subtotal	57,500	65,900	14.61%	65,900	0.00%	
TOTAL NON-MANDATORY	34,197,043	35,424,932	3.59%	35,888,184	1.31%	

Leon County Fiscal Year 2019 Adopted Budget

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

Expenditure Summary by Category	FY17 Adopted	FY18 Adopted	% Change	FY19 Budget	% Change	Reference
SUPPORT FUNCTIONS						
Office of Management & Budget/Risk Management	962,016	978,606		997,014		FS 129
Facilities Management	8,855,193	8,886,031		9,216,905		FS 29.008 Maintains County Facilities
Human Resources	1,455,403	1,418,564		1,405,087		Implement Federal and State legislation regarding employment practices
Management Information Services	6,374,130	6,641,127		6,962,794		FS 29.008 Maintains all County information systems - emails, hardware, software, etc
Purchasing	610,599	631,950		617,901		FS 274.03, FS 287, LCL: Chapter 2-Article IX Section 2.401
Geographic Information Systems	1,923,845	1,983,854		2,041,572		Interlocal Agreement with the City of Tallahassee
Non-Operating (Audit, Bank Charges, etc.)	967,280	897,604		862,159		
TOTAL SUPPORT FUNCTIONS	21,148,466	21,437,736	1.37%	22,103,432	3.11%	
RESERVES						
Budgeted Contingency; all funds	546,685	566,437		2,411,003		
TOTAL BUDGETED RESERVES	546,685	566,437	3.61%	2,411,003	325.64%	
TOTAL GENERAL REVENUE SUPPORTED	192,429,857	198,402,817	3.10%	205,727,110	3.69%	
SELF SUPPORTING AND INTERNAL SERVICES						
Building Inspection	1,569,891	1,902,799		1,889,750		Numerous FS cites - see division page
Fleet Management	2,807,477	2,932,906		2,718,129		
Risk Management - Workers Comp	3,296,292	3,094,658		3,126,368		Workers Compensation, Property, Liability Insurance
Communications Trust Fund	1,392,807	1,464,634		1,697,092		
Teen Court	115,179	75,554		70,815		FS 938.19, Ordinance 9-18, LCL: Ch 7- Article 2 Section 7-28
Drug Abuse Trust Fund	53,395	96,038		87,068		
Judicial Programs	166,440	216,601		266,138		FS 939.185, LCL: Ch 7-Article II Section 7-24
Other Grant Related Activity	1,370,983	997,458		785,113		
Emergency Management Grant Match	-	121,155		121,155		
Emergency Management Grants	-	207,307		-		
9-1-1 Funding	1,355,300	1,181,550		1,240,790		FS 365.171
Emergency Medical Services (EMS)	16,473,669	17,465,446		17,604,362		FS 125.01(1)e, LCL: Ch 8-Article III Section 8
Tourism Development Funding	3,580,147	3,983,153		4,394,308		
Housing Finance Authority	92,960	-		-		FS 159.601, FS 159.604 Interlocal Agreement with the City of Tallahassee
Killearn Lakes Special Assessment	232,500	232,500		232,500		
800 Mhz Radio Support	1,338,826	1,685,926		1,509,893		
Huntington Oaks Plaza	122,806	86,545		94,901		
Drug & Alcohol Testing	168,734	154,222		154,163		
TOTAL SELF SUPPORTING AND INTERNAL SERVICES	34,137,406	35,898,452	5.16%	35,992,545	0.26%	
TOTAL OPERATING BUDGET	226,567,263	234,301,269	3.41%	241,719,655	3.17%	
TOTAL CAPITAL BUDGET	19,550,083	19,360,201	-0.97%	21,799,886	12.60%	
TOTAL CAPITAL RESERVES	12,540	62,130	395.45%	80,655	29.82%	
GRAND TOTAL	246,129,886	253,723,600	3.09%	263,600,197	3.89%	

- Notes:
- 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.
 - 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 2019 Adopted Budget

Major Revenues

(FY 2019 Revenue Estimates projected in Millions at 95%)

AD VALOREM PROPERTY TAXES (\$131.27)

Ad Valorem property taxes are derived from all nonexempt real and personal property located within the County. (MSTU Ad Valorem not included)

LOCAL OPTION GAS TAX (\$6.77)

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 (\$1.45)

This tax was a State imposed 1 cent tax on gasoline and diesel fuel. Beginning in FY02, the County began to levy the amount locally on all fuel consumption.

STATE SHARED GAS TAX (\$4.23)

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

ENVIRONMENTAL PERMITS (\$1.54)

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

BUILDING PERMITS (\$1.94)

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 (\$4.33)

The Local Government Infrastructure Sales Tax (Local Option) is a 1 cent sales tax on all transactions up to \$5,000. Effective December 2004, the sales taxes are disbursed at 80% for Blueprint 2000, 10% County and 10% City. In a November 2014 referendum, the sales tax was extended for another 20 years beginning on January 1, 2020.

LOCAL GOVERNMENT 1/2 CENT SALES TAX (\$12.75)

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 9.744 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.

LOCAL COMMUNICATIONS SERVICES TAX (\$3.27)

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%.

PUBLIC SERVICE TAX (\$9.08)

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

STATE REVENUE SHARING TAX (\$5.65)

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 (\$5.69)

This is a locally imposed 5% tax levied on rentals and leases of less than six months duration. On December 9, 2014, the Board amended TDC ordinances and restated the Grant Funding Agreement with Council on Culture & Arts (COCA), reallocating a total 1¼-cent TDT to COCA; the ¼-cent portion TDT will be used to support a capital grants program; the rest of 3¼-cent TDT will be distributed to support TDC marketing and promotions, beginning in FY15.

EMERGENCY MEDICAL SERVICES MSTU and AMBULANCE FEES (\$18.00)

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

PROBATION FEES (\$0.79)

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

SOLID WASTE FEES (\$8.90)

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 (\$7.67)

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.

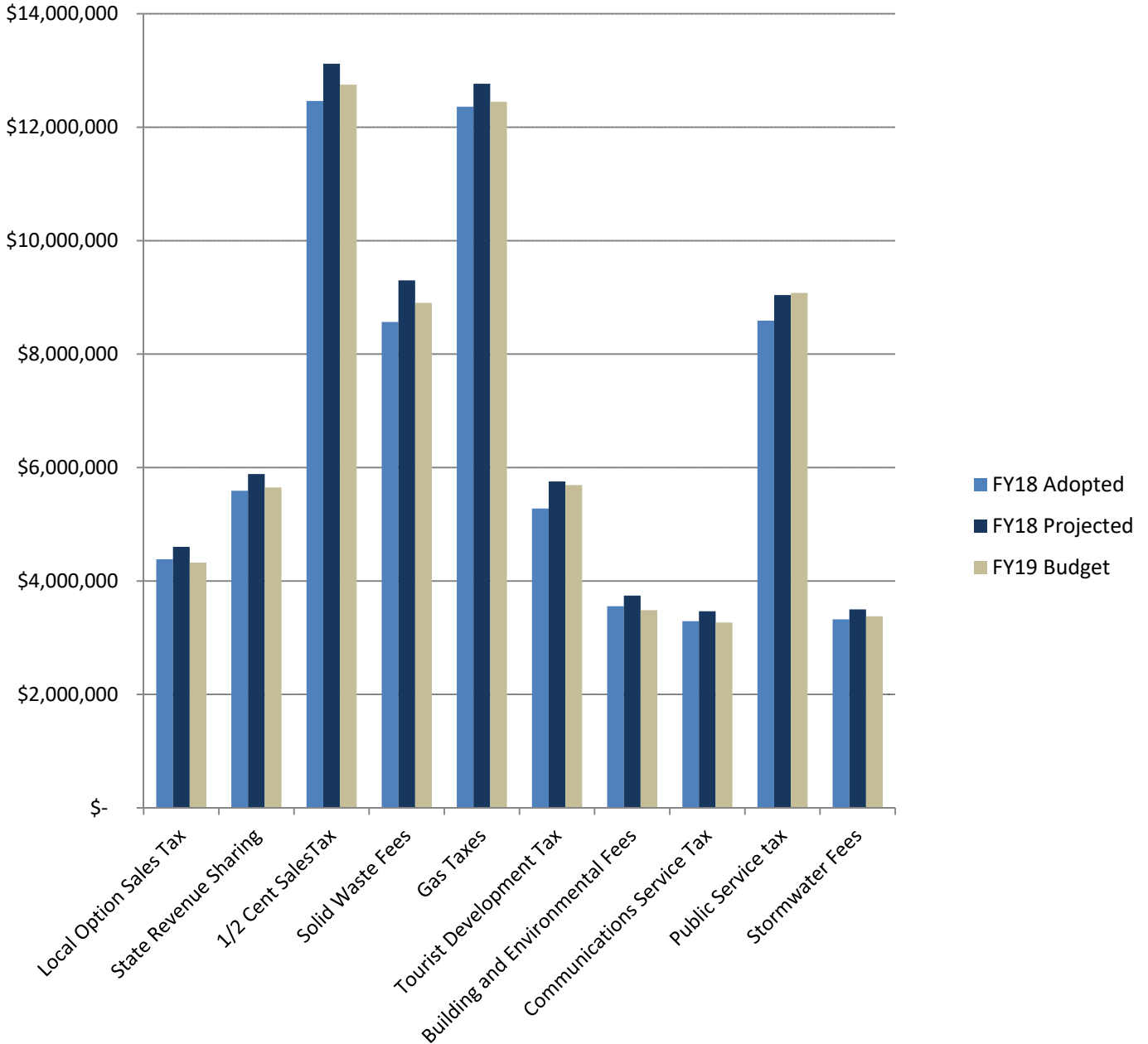
COURT FACILITIES FEE (\$0.77)

Court Facilities Fees are established to fund "state court facilities" as defined in Chapter 29, Florida Statutes (2009) and are collected through a surcharge placed on non-criminal traffic infractions.

Leon County Fiscal Year 2019 Adopted Budget

Major Revenues

FY 2018 AND FY 2019 REVENUE PROJECTIONS



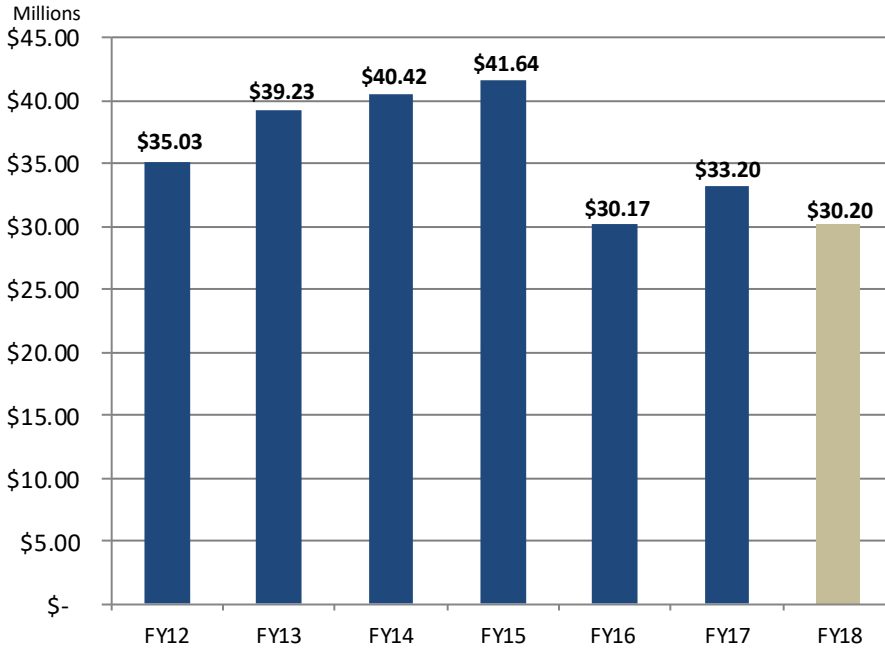
Adopted Budget FY 2018, Projected Actual Collections FY 2018, and Budget FY 2019:

This chart illustrates a comparison between the current budget, the projected actual collections for FY 2018, and the FY 2019 budget estimates. The chart depicts FY 2019 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 2019 Adopted Budget

Major Revenues

General/Fine and Forfeiture Fund Balance



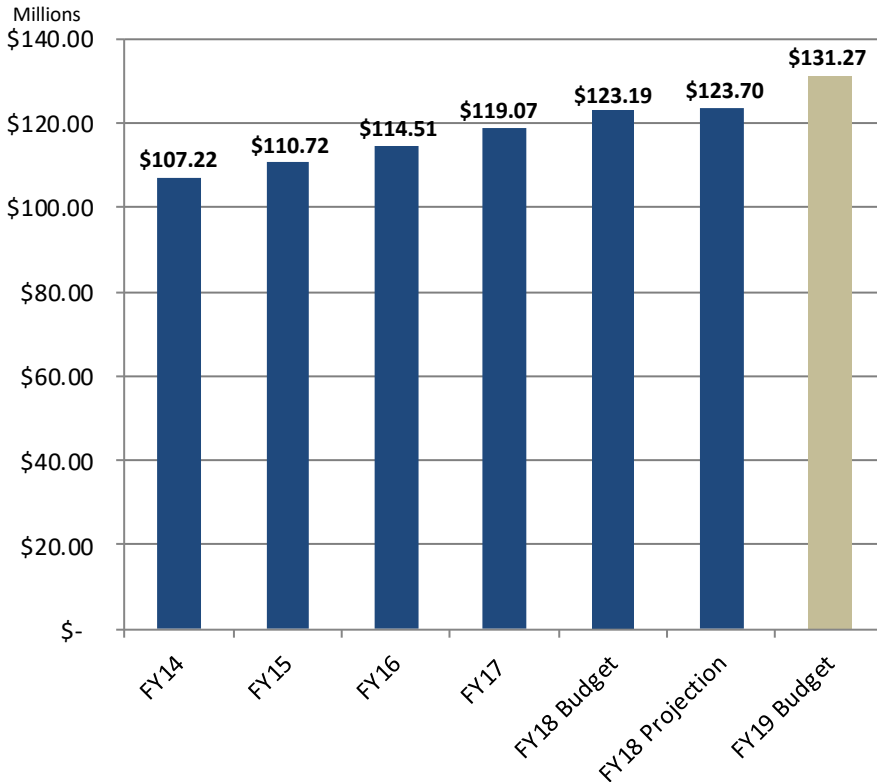
General Fund – Fund Balance:

Fund Balance is maintained for cash flow purposes, as an emergency reserve and a reserve for one-time capital improvement needs. In addition, the amount of fund balance is used by rating agencies in determining the bond rating for local governments. The Leon County Reserves Policy requires fund balances to be between a minimum of 15% and a maximum of 30% of operating expenditures.

The FY18 balance contemplates \$1.2 million in reimbursement from FEMA associated with debris clean up costs from Hurricane Irma. The FY16 fund balance is lower than FY15 in part due to a sweep of \$9.6 million in fund balance to capital improvement projects in FY16, and the expenditure of the Catastrophe Fund associated with debris removal from Hurricane Hermine.

In June 2018, the Board approved appropriating \$2.75 million in unallocated fund balance as part of the overall \$10 million fund balance sweep in support of the capital improvement program. The unaudited year ending fund balance estimate for FY18 is \$30.20 million.

Ad Valorem Property Taxes: Actuals and Projections



Ad Valorem Property Taxes:

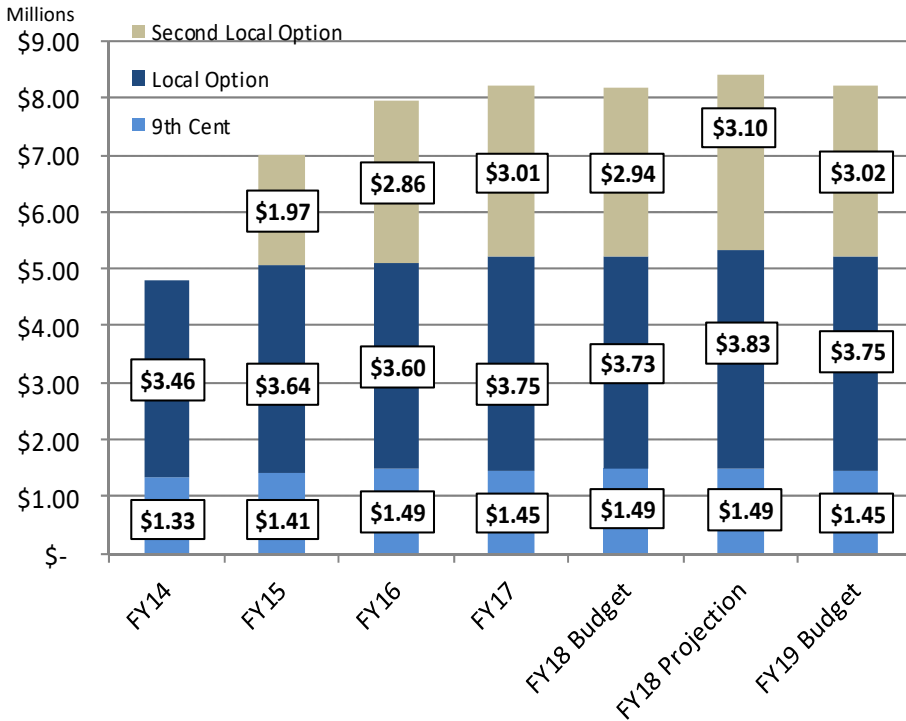
The amounts shown are the combined General Fund and Fine and Forfeiture Fund levies. The tentative millage rate for FY19 is 8.3144. The revenues budgeted for FY18 represent 95% of anticipated revenues and do not include Municipal Services Taxing Unit (MSTU) revenues.

In January 2008 a constitutional amendment was passed that established restrictions on property valuations, such as an additional \$25,000 homestead exemption and Save Our Homes tax portability. These restrictions limit future growth in ad valorem taxes. Due to an increase in property values, with the millage rate remaining 8.3144, the FY18 projected actual Ad Valorem Taxes will increase from FY17. Fiscal Year 2019 Ad Valorem Tax budget reflects a 6.56% increase in Ad Valorem revenue collections based on property valuations provided by the Property Appraiser's Office on July 1, 2018.

Leon County Fiscal Year 2019 Adopted Budget

Major Revenues

Local Option Gas Taxes: Actuals and Projections



Local Option Gas Taxes:

Background:

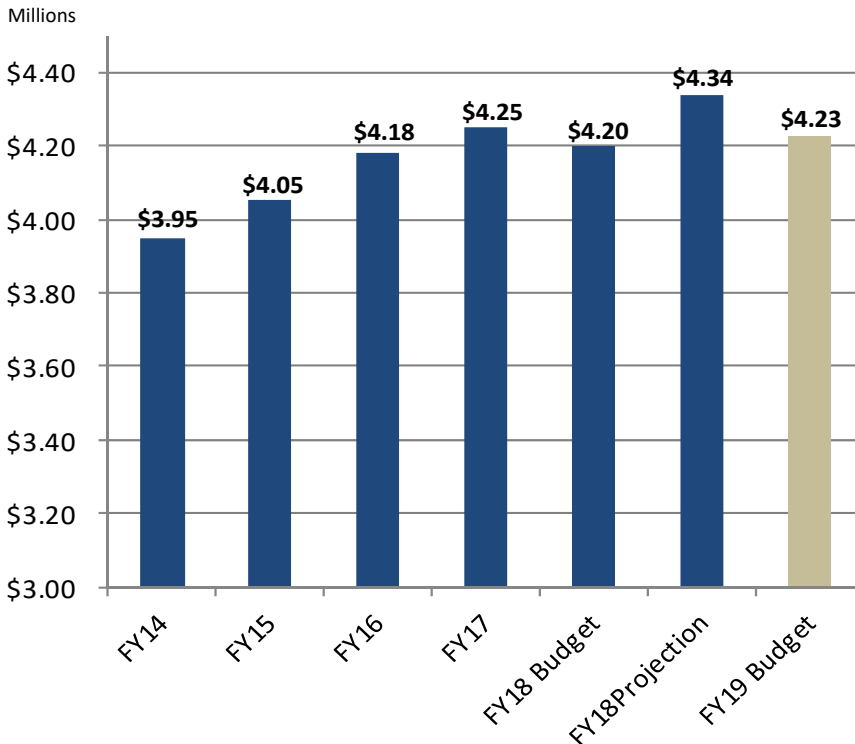
9th Cent Gas Tax: This tax was a State imposed 1 cent tax on special and diesel fuel. Beginning in FY02, the County began to levy the amount locally on all fuel consumption.

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.

State Shared Gas Tax: Actuals and Projections



State Shared Gas Taxes:

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

Since the recession, there has been a decline in fuel prices resulting in moderately increased consumption leading to moderate growth in the tax.

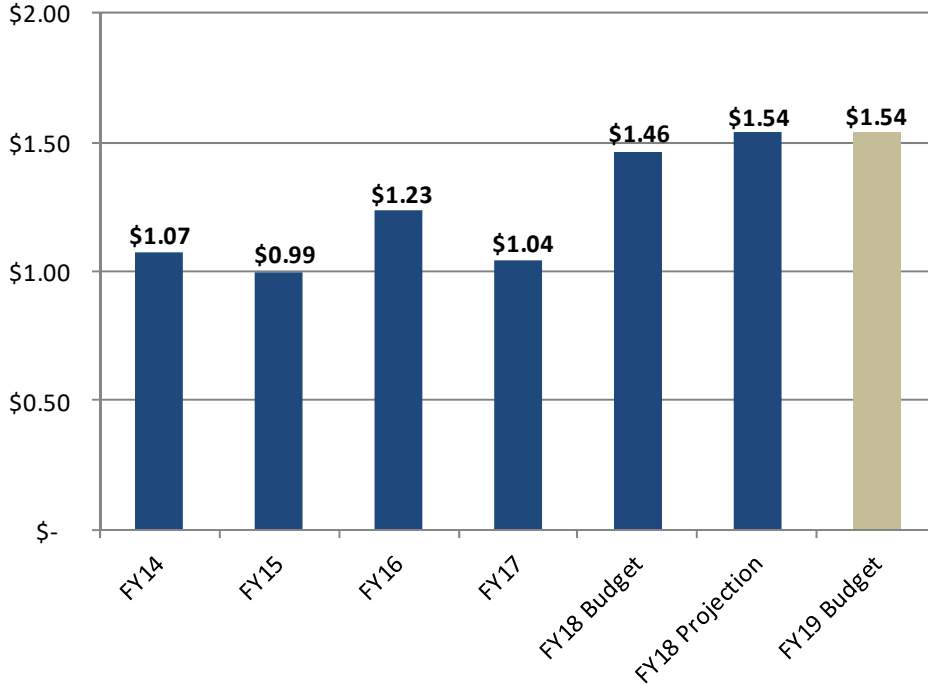
In FY18, Leon County is anticipating collecting more gas revenue than budgeted based on current revenue collections and highway fuel sales estimates. The FY19 budget projects a slight increase in this revenue over the FY18 budget.

Leon County Fiscal Year 2019 Adopted Budget

Major Revenues

Environmental Permit Fees: Actuals and Projections

Millions



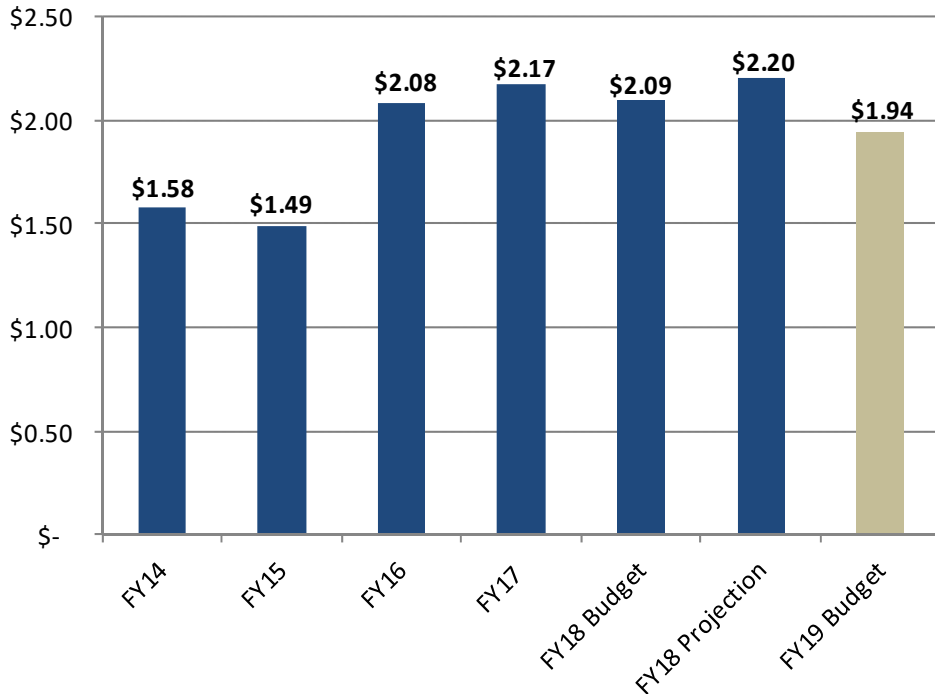
Environmental Permit Fees:

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

Post-recession, permitting revenues have been increasing steadily with minor decreases in FY15 and FY17. The trend of increased revenue collections is projected to continue as new land developments are designed and permitted in FY18 and in FY19.

Building Permit Fees: Actuals and Projections

Millions



Building Permit Fees:

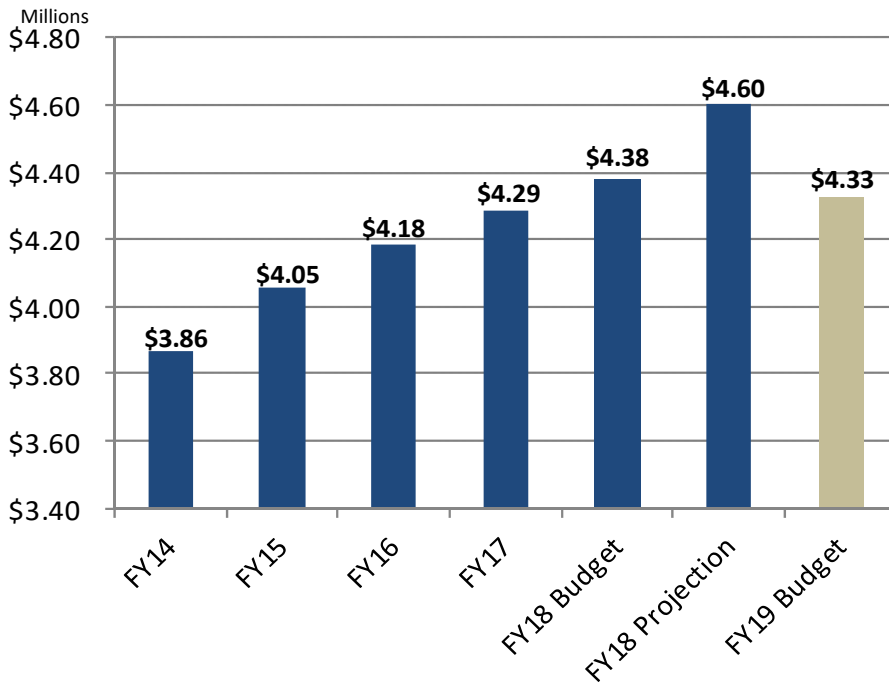
Building Permit Fees are derived from developers of residential and commercial property and are intended to offset the cost of plan review inspections to assure that development activity meets local, state, and federal building code requirements. The County only collects these revenues for development 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.

FY16 and FY17 showed increased commercial and housing construction activity indicative of a steady economy. Revenue collections showed a return to pre-recession levels. The FY18 projection and FY19 budget show a leveling trend of permitting activity subsequent to post recession spike with permitting revenues still at pre-recession levels.

Leon County Fiscal Year 2019 Adopted Budget

Major Revenues

Local Option Sales Tax: Actuals and Projections

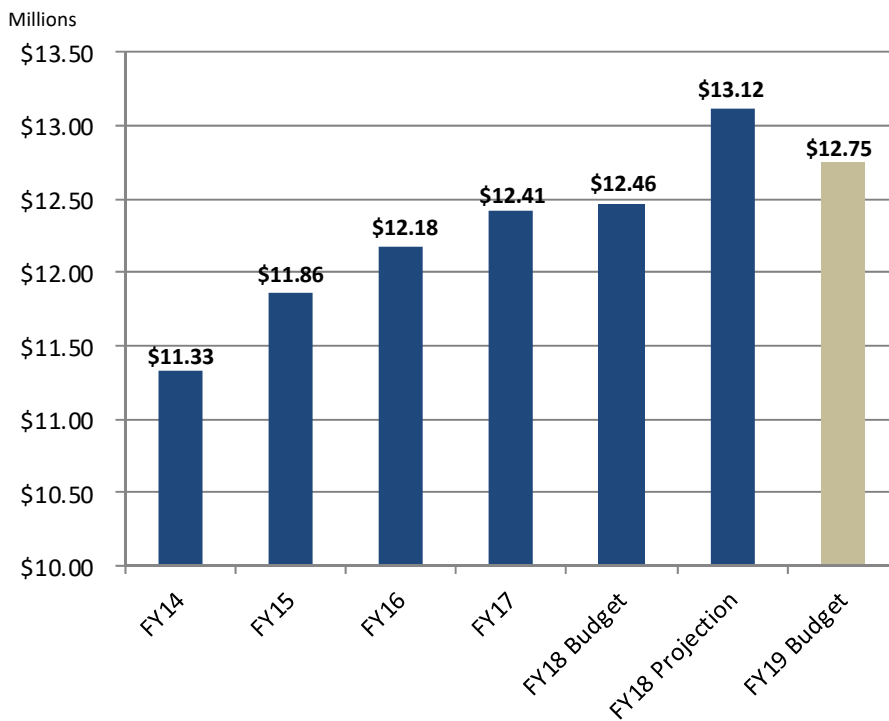


Local Option Sales Tax:

The Local Option Sales Tax is a 1 cent sales tax on all transactions up to \$5,000. In a November 2000 referendum, the sales tax was extended for an additional 15 years beginning in 2004. In a November 2014 referendum, the sales tax was extended for another 20 years beginning in 2019. The revenues are distributed at a rate of 10% to the County, 10% to the City, and 80% to Blueprint 2000.

Leon County anticipates collecting a slightly lower amount of local sales tax than budgeted last year. This is primarily due to over forecasting the growth for FY18 by 1%. FY19 budget reflects a 3% growth indicating a return to more normal growth patterns post-recession.

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



Local Government 1/2 Cent Sales Tax:

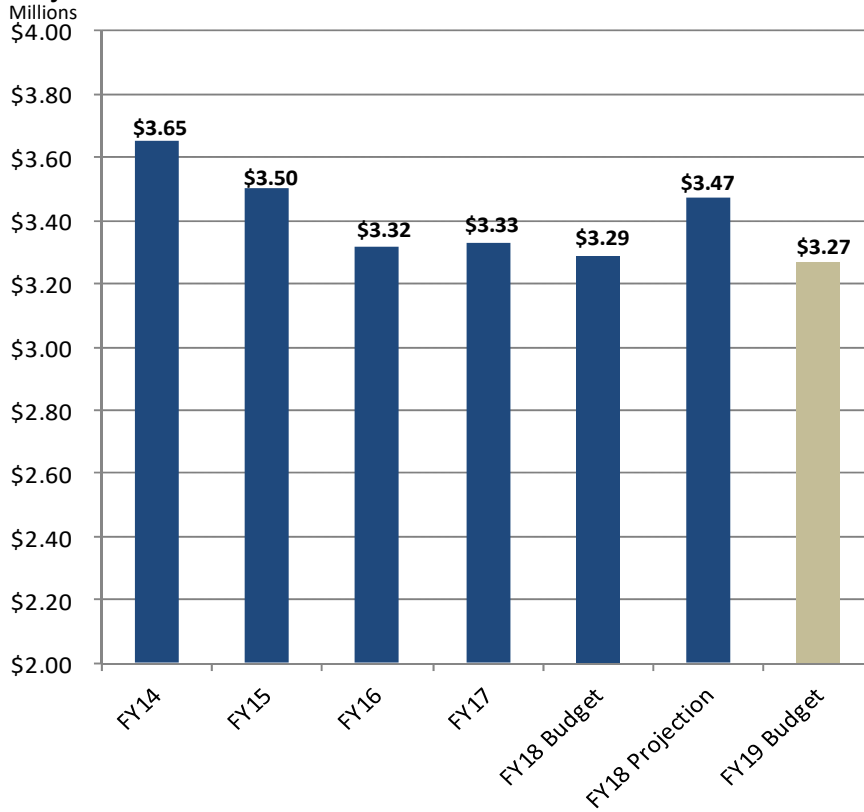
The Local Government 1/2 Cent Sales Tax is based on 9.071% of net sales tax proceeds remitted by all sales tax dealers located within the state. On July 1, 2006, the distribution formula reduced the “non-fiscally constrained” County’s share to 8.9744% or a net reduction of approximately 9.5%. The revenue is split 56.6% County and 43.4% City based on a statutory defined distribution formula (Florida Statutes Part VI, Chapter 218). The Local Government 1/2 Cent Sales Tax program includes the *ordinary* distribution, due to the transfer of 8.9744% of net sales tax proceeds to the Local Government Half –cent Sales Tax Clearing Trust Fund, and the *emergency* and *supplemental* distributions, due to the transfer of .0966% of net sales tax proceeds to the Trust Fund. Proceeds from this .0966% transfer will be distributed to select counties that meet statutory criteria to qualify as a “fiscally constrained” county.

Since FY14, in the middle of the economic recovery, this revenue has trended upward. Projected actuals for FY18 and FY19 preliminary budget forecasts indicate continued growth in the economy with an upward trend of approximately 2.3%.

Leon County Fiscal Year 2019 Adopted Budget

Major Revenues

Local Communications Services Tax: Actuals and Projections

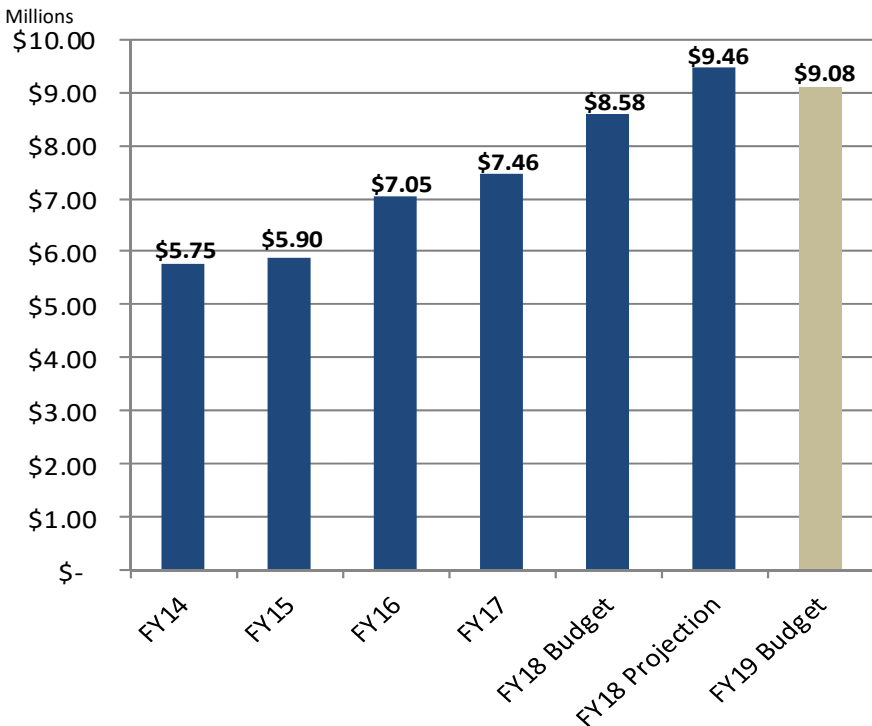


Communications Services Tax:

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 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.

This chart reflects only the local CST. Statewide the CST has been in decline the past four years. Initially, Leon County was not following the trend: however, in FY15, proceeds began declining. Current projections for FY18 anticipate revenues at slightly higher than the FY18 budget. The FY19 estimates are anticipated to be slightly lower than the FY18 budget as the declining trend continues.

Public Service Tax: Actuals and Projections



Public Service Tax:

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

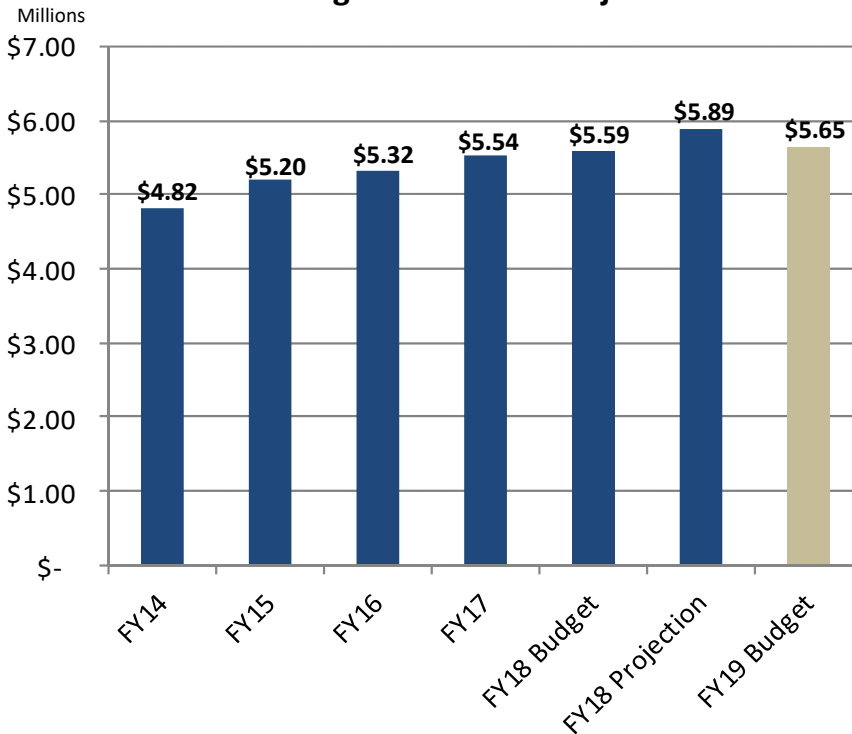
Due to its consumption basis, this tax is subject to many variables including rates and usage. Revenues have steadily trended upwards since FY09; however, in 2013 the City of Tallahassee determined it had incorrectly overpaid \$2.1 million on the electric portion of the tax for the past three years. The payback began in March 2013 and ended in March 2016 which accounts for the FY16 increase.

With the completion of the payback schedule to the City of Tallahassee as referenced above, revenues have steadily increased. Current projections indicate a slight growth associated with an improving economy. The FY19 budget is projected at 5.6% over FY18.

Leon County Fiscal Year 2019 Adopted Budget

Major Revenues

State Revenue Sharing: Actuals and Projections

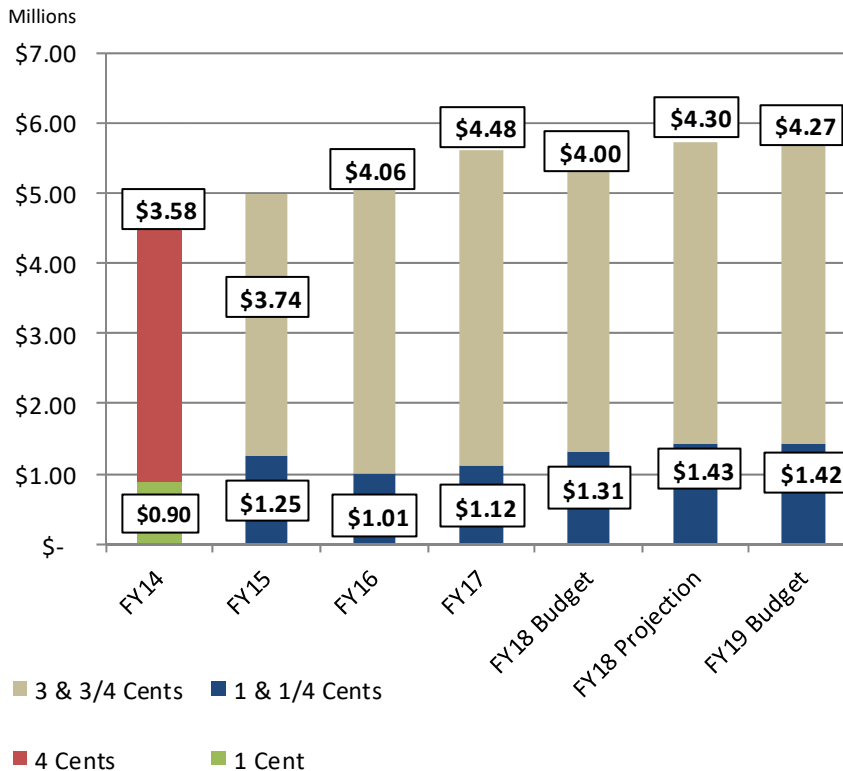


State Revenue Sharing:

The Florida Revenue Sharing Act of 1972 was an attempt by the Legislature to ensure a minimum level of parity across units of local government when distributing statewide revenue. Currently, the Revenue Sharing Trust Fund for Counties receives 2.9% of the net cigarette tax collections and 2.0810% of sales and use tax collections. The sales and use tax collections provide 98.56% 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.

Leon County continues to collect increasing state revenue sharing taxes since the recession ended. This indicates a growing confidence in consumer spending, which has continued through FY17. While current year revenues are meeting the projected forecast, the FY19 forecast is more moderate due to a leveling off attributed to more normal growth in the economy.

Local Option Tourist Tax: Actuals and Projections



Local Option Tourist Tax:

The Local Option Tourist Tax is a locally imposed 5% tax levied on rentals and leases of less than 6-month duration. This tax is administered locally by the Tax Collector. The funds are restricted to advertising, public relations, promotional programs, visitor services and approved special events (Florida Statute 125.014). This tax dedicates one cent to the performing arts center.

On December 9, 2014, the Board amended TDC ordinances and restated the Grant Funding Agreement with Council on Culture & Arts (COCA), reallocating the TDT dedicated to the COCA from approximately 1/2-cent TDT to a total 1 1/4-cent TDT beginning in FY15. And the 1/4-cent portion TDT will be used to support a capital grants program. The rest of 3 3/4-cent TDT is to be distributed to support TDC marketing and promotions, beginning in FY15.

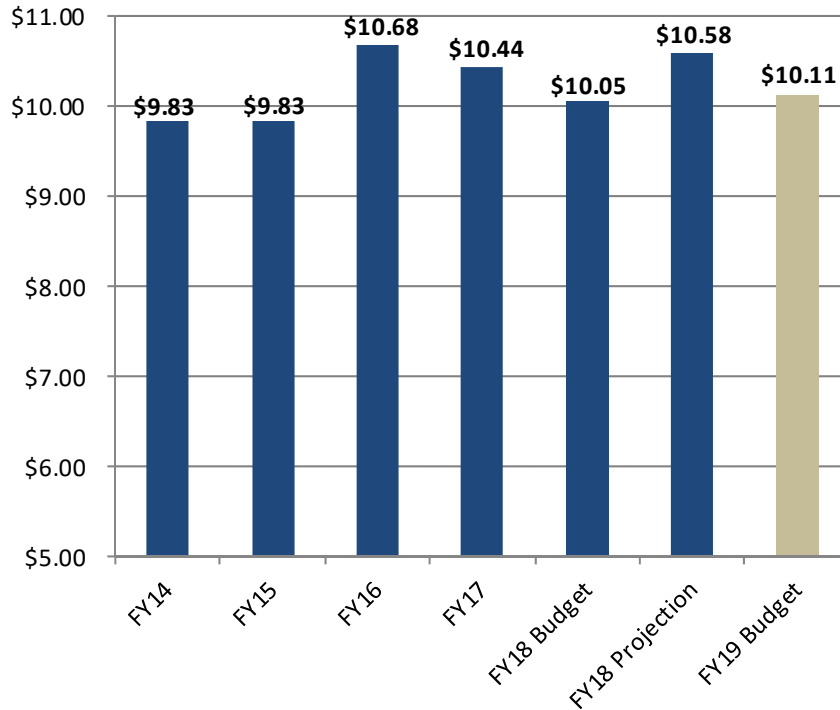
Improved economic conditions allowed for an increase in tourist tax from FY13 to FY15. The additional one cent levied in May 2009, along with an increase in available rooms, increased rates, and an increase in the business travelers sector of the market contributed to the modest growth. The FY19 estimate is projected with continued growth over the FY17 and FY18 projection due to an anticipated strong tourist season caused by a favorable college football schedules.

Leon County Fiscal Year 2019 Adopted Budget

Major Revenues

Ambulance Fees: Actuals and Projections

Millions



Ambulance Fees:

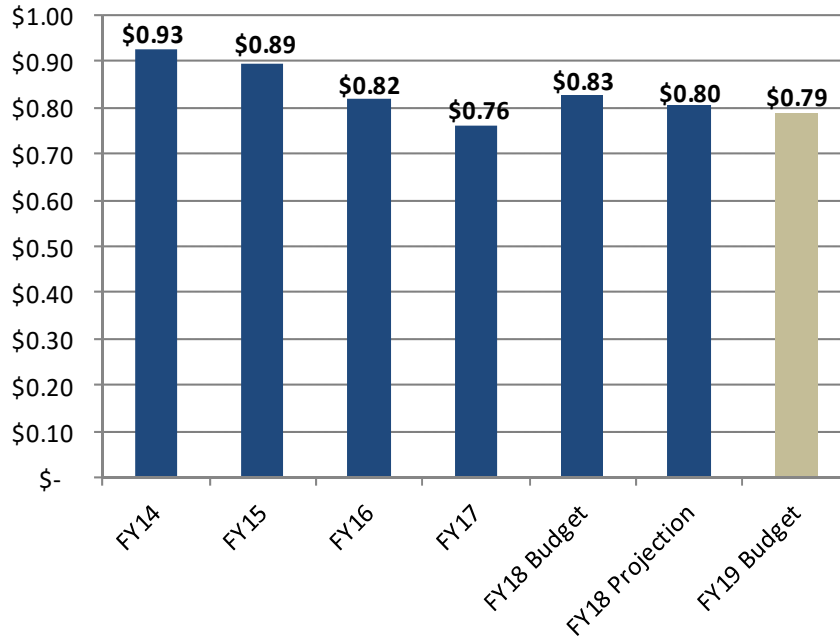
Leon County initiated its ambulance service on January 1st of 2004. Funding for the program comes from patient billings and a Countywide Municipal Services Tax. The amounts shown are the patient billings only.

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

In FY08, the County established a collection policy to pursue uncollected bills, and to allow the write-off of billings determined uncollectible. In order to more accurately estimate revenues, the forecasting methodology shifted from a collection receivables basis to a cash basis. The current trend indicates a slight increase of ambulance fee revenue in FY18. On April 24, 2018, the Board approved a 24% fee reduction in ambulance fees effective June 1, 2018, which will impact FY18 and FY19 collections.

Probation Fees: Actuals and Projections

Millions



Probation Fees:

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

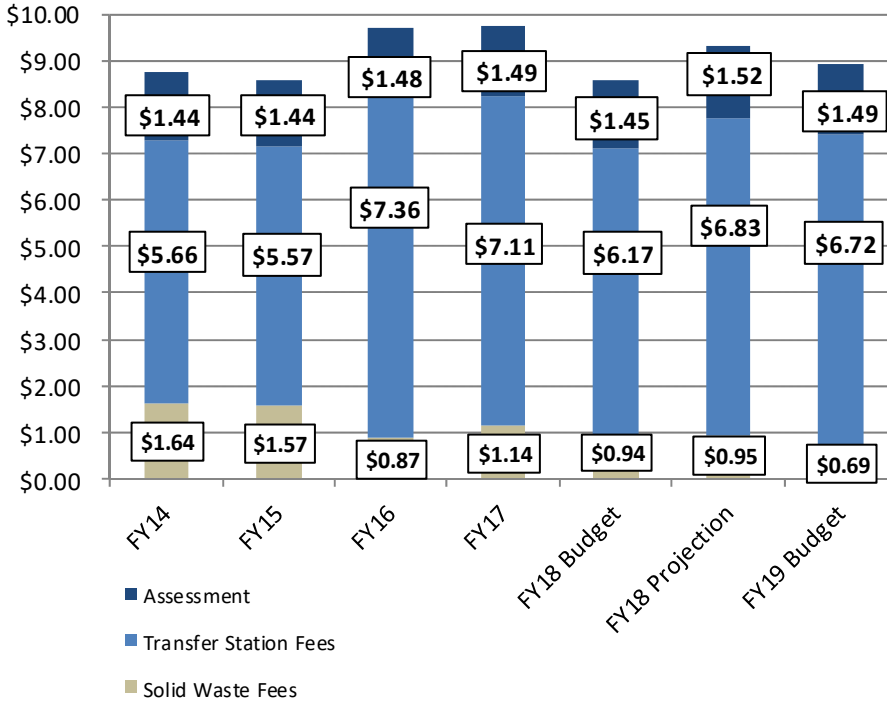
Revenues collected through Probation and Pre-Trial fees have steadily declined since FY14. This can be attributed to a decline in Probation and Pre-Trial caseloads, associated with early termination of sentences and a decrease in court ordered GPS (Global Positioning Satellite) electronic monitoring/tracking and withheld adjudications for offenders unable to afford fees. This can also be attributed to the continued issuance of court ordered fee waivers. The FY 19 budget shows a continued decline in revenue collection.

Leon County Fiscal Year 2019 Adopted Budget

Major Revenues

Solid Waste Fees: Actuals and Projections

Millions



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.

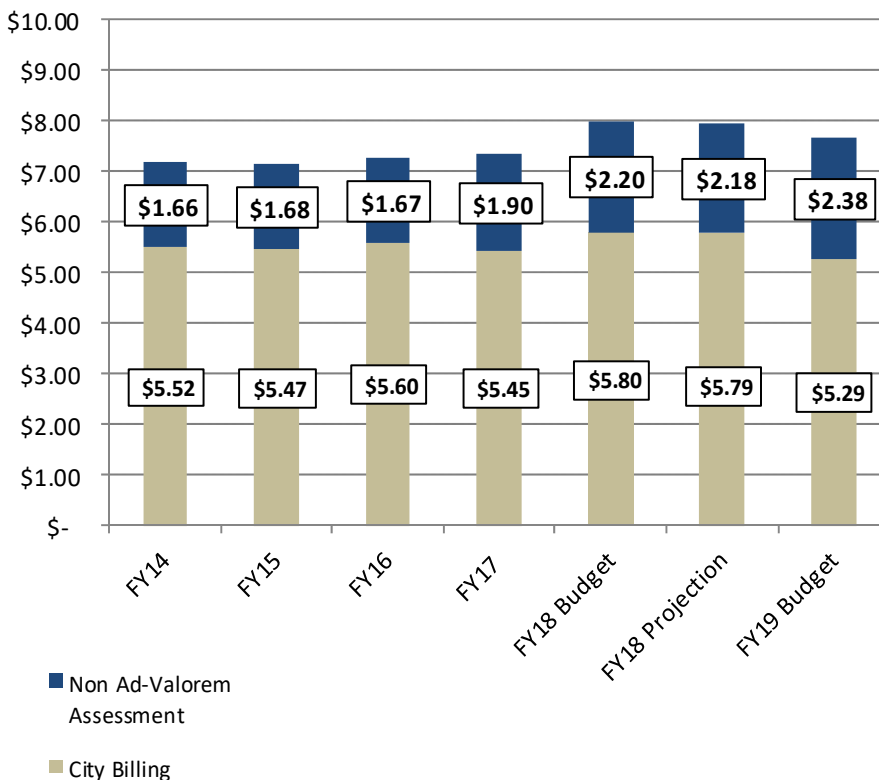
In October 2008, the Board entered into a contractual agreement with Marpan Recycling. The Solid Waste Management Facility is no longer accepting Class III waste as of January 1, 2009. This contract caused a decline in revenues at the Solid Waste Management Facility. However, expenditures were adjusted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

Leon County established a reduced tipping fee in FY13 due to a reduction in hauling rates. The tipping fee is adjusted annually based on the hauling contract (fuel surcharge and 0.75 of the CPI) and CPI adjustments for running the transfer station and hazardous waste collection center.

FY17 and FY18 actuals were higher than budget due to two hurricanes, Hermine and Irma, respectively, that hit the County each of those years causing an increase in refuse to the transfer station. FY19 budget indicates an increase of 3.9% in revenue based on tonnage and an increase in the tipping fee.

Fire Service Fee: Actuals and Projections

Millions



Fire Services Fee:

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

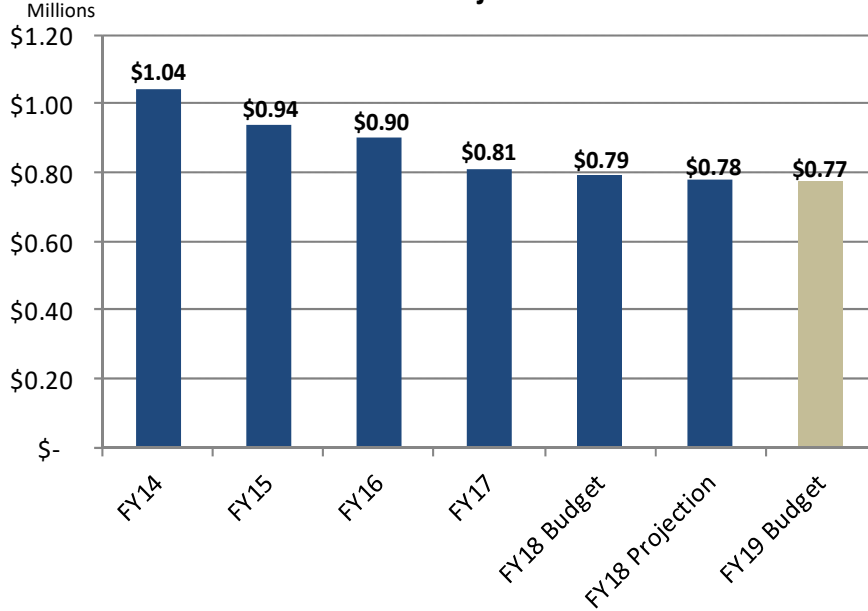
This fee was adopted June 9, 2009 and is charged as a flat fee to single family homes and on a square footage basis to businesses in the unincorporated area of the County to pay for fire services. On June 23, 2015, the Board approved an increased new fee schedule beginning in FY16, with 15% reduction for the first two fiscal years, to delay the full fiscal impact on rate payers.

Unincorporated property owners billed not on city utilities that are billed quarterly and 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. FY19 is anticipated to follow that same trend.

Leon County Fiscal Year 2019 Adopted Budget

Major Revenues

Court Facilities Fee: Actuals & Projections



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 FY14 the County collected \$1.8 million but expended more than \$7.2 million on behalf of the State Court system.

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

In FY10, an approved fee increase resulted in increased revenues. Due to a decline in the issuance of moving traffic violations, beginning in FY14, this revenue has continued to decline. The FY18 Projection and FY19 budget indicate a continued decrease in fees collected.

Leon County Fiscal Year 2019 Adopted Budget

Recommended Position Changes

Positions Additions and Deletions

Leon County Government	FTE	Impact	Judicial and Constitutionals	FTE	Impact
Department of Public Works			Constitutionals		
Engineering - Engineering Services			Sheriff - Law Enforcement		
Water Quality Engineer	1.00	\$ 91,276	Uniform Patrol Deputies	4.00	\$ 192,168
Total Public Works	1.00	\$ 91,276	School Resource Officers ²	3.00	\$ 144,126
Office of Resource Stewardship			Criminal Investigation Detective	1.00	\$ 50,933
Parks & Recreation			Mechanic	1.00	\$ 72,035
Park Attendant ¹	1.00	\$ 7,300	Records Clerk	1.00	\$ 47,837
Total Resource Stewardship	1.00	\$ 7,300	Sheriff - Corrections		
Total Leon County Government			Correctional Officers	4.00	\$ 179,800
	2	\$ 98,576	Total Sheriff	14.00	\$ 686,899
			Total Constitutionals	14.00	\$ 686,899
			Total County, Judicial and Constitutionals	16.00	\$ 785,475

Positions Reclassifications

Former Position Title	New Position Title	Impact
Department of Development Support and Environmental Management		
Permit and Code Services		
Code Compliance Supervisor - Career Service (PG 85) ³	Code Compliance Supervisor - Senior Management (PG 56)	\$ 5,254
Total Leon County Government		\$ 5,254

- Notes:
1. Park Attendant position is budgeted for two months beginning in August of FY 2019 to coincide with the completion of the Apalachee Regional Park amenities. Beginning in FY 2020, the position is fully budgeted at a projected \$46,000.
 2. School Resource Officer positions are 100% paid for by Leon County Schools.
 3. The Code Compliance Supervisor was reclassified from Career Service (PG 85) to Senior Management (PG 56) as the position serves as the primary back-up to the Division Director position and is integral to the provision of timely customer service.

Leon County Fiscal Year 2019 Adopted Budget

Authorized Position Summary

Board of County Commissioners

Authorized Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 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 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
County Administration	5.00	5.00	5.00	0.00	5.00	5.00	5.00	5.00	5.00
Strategic Initiatives	12.50	12.50	12.50	0.00	12.50	12.50	12.50	12.50	12.50
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
	36.50	36.50	36.50	0.00	36.50	36.50	36.50	36.50	36.50

Office of Information and Technology

Authorized Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
Management Information Services	44.34	44.34	44.34	0.00	44.34	44.34	44.34	44.34	44.34
Geographic Information Systems	14.66	14.66	14.66	0.00	14.66	14.66	14.66	14.66	14.66
	59.00	59.00	59.00	0.00	59.00	59.00	59.00	59.00	59.00

County Attorney's Office

Authorized Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
County Attorney	12.00	12.00	12.00	0.00	12.00	12.00	12.00	12.00	12.00
	12.00	12.00	12.00	0.00	12.00	12.00	12.00	12.00	12.00

Department of Public Works

Authorized Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
PW Support Services	4.50	4.00	4.00	0.00	4.00	4.00	4.00	4.00	4.00
Operations	137.00	138.00	138.00	0.00	138.00	138.00	138.00	138.00	138.00
Engineering Services	35.00	35.00	35.00	1.00	36.00	36.00	36.00	36.00	36.00
Fleet Management	9.25	9.00	9.00	0.00	9.00	9.00	9.00	9.00	9.00
	185.75	186.00	186.00	1.00	187.00	187.00	187.00	187.00	187.00

Department of Development Support & Environmental Management

Authorized Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
Customer Engagement Services	0.00	3.75	2.25	0.00	2.25	2.25	2.25	2.25	2.25
DS Support Services	3.36	2.50	3.40	0.00	3.40	3.40	3.40	3.40	3.40
Permit and Code Services	6.25	5.00	6.25	0.00	6.25	6.25	6.25	6.25	6.25
Building Plans Review & Inspection	21.39	24.75	24.20	0.00	24.20	24.20	24.20	24.20	24.20
Environmental Services	17.00	17.00	16.90	0.00	16.90	16.90	16.90	16.90	16.90
Development Services	10.00	9.00	9.00	0.00	9.00	9.00	9.00	9.00	9.00
	58.00	62.00	62.00	0.00	62.00	62.00	62.00	62.00	62.00

Department of PLACE

Authorized Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 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 between the County and City.

Leon County Fiscal Year 2019 Adopted Budget

Authorized Position Summary

Office of Financial Stewardship

Authorized Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 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 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
Tourism Development	12.00	12.00	12.00	0.00	12.00	12.00	12.00	12.00	12.00
	12.00	12.00	12.00	0.00	12.00	12.00	12.00	12.00	12.00

Office of Public Safety

Authorized Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
Emergency Medical Services	121.20	128.20	128.20	0.00	128.20	128.20	128.20	128.20	128.20
Animal Control	7.00	7.00	7.00	0.00	7.00	7.00	7.00	7.00	7.00
	128.20	135.20	135.20	0.00	135.20	135.20	135.20	135.20	135.20

Office of Library Services

Authorized Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
Library Services	101.70	101.70	101.70	0.00	101.70	101.70	101.70	101.70	101.70
	101.70	101.70	101.70	0.00	101.70	101.70	101.70	101.70	101.70

Office of Intervention & Detention Alternatives

Authorized Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 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 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
Human Services	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
Veteran Services	3.00	3.00	3.00	0.00	3.00	3.00	3.00	3.00	3.00
Housing Services	6.00	6.00	6.00	0.00	6.00	6.00	6.00	6.00	6.00
Volunteer Services	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
	13.00	13.00	13.00	0.00	13.00	13.00	13.00	13.00	13.00

Office of Resource Stewardship

Authorized Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 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	29.00	30.00	29.00	1.00	30.00	30.00	30.00	30.00	30.00
Facilities Management	37.00	38.00	40.00	0.00	40.00	40.00	40.00	40.00	40.00
Solid Waste	27.40	28.15	27.15	0.00	27.15	27.15	27.15	27.15	27.15
	95.90	98.65	98.65	1.00	99.65	99.65	99.65	99.65	99.65

Leon County Fiscal Year 2019 Adopted Budget

Authorized Position Summary

Constitutional

Authorized Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
Clerk of the Circuit Court	168.00	168.00	168.00	0.00	168.00	168.00	168.00	168.00	168.00
Property Appraiser	52.00	52.00	52.00	0.00	52.00	52.00	52.00	52.00	52.00
Sheriff	609.00	620.00	620.00	14.00	634.00	634.00	634.00	634.00	634.00
Supervisor of Elections	19.00	19.00	19.00	0.00	19.00	19.00	19.00	19.00	19.00
Tax Collector	86.00	86.00	86.00	0.00	86.00	86.00	86.00	86.00	86.00
	934.00	945.00	945.00	14.00	959.00	959.00	959.00	959.00	959.00

Judicial

Authorized Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
Court Administration	2.72	2.72	2.72	0.00	2.72	2.72	2.72	2.72	2.72
Other Court-Related Programs	5.78	5.78	5.78	0.00	5.78	5.78	5.78	5.78	5.78
	8.50	8.50	8.50	0.00	8.50	8.50	8.50	8.50	8.50

Non-Operating

Authorized Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
Other Non-Operating	5.00	4.50	4.50	0.00	4.50	4.50	4.50	4.50	4.50

Grants Administration

Authorized Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
Grants Court Admin	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00

Summary

	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
Total Full-Time Equivalents (FTE)	1,740.05	1,764.55	1,764.55	16.00	1,780.55	1,780.55	1,780.55	1,780.55	1,780.55

Leon County Fiscal Year 2019 Adopted Budget

Authorized OPS Position Summary

Department of Public Works

OPS Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 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 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 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 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
Tourism Development	0.00	0.50	0.50	0.00	0.50	0.50	0.50	0.50	0.50
	0.00	0.50	0.50	0.00	0.50	0.50	0.50	0.50	0.50

Office of Public Safety

OPS Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
Emergency Medical Services	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00

Office of Library Services

OPS Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
Library Services	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00

Office of Resource Stewardship

OPS Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected
Office of Sustainability	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
Solid Waste	2.00	2.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00
	3.00	3.00	3.00	0.00	3.00	3.00	3.00	3.00	3.00

Constitutional

OPS Positions	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 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	8.00	8.50	8.50	0.00	8.50	8.50	8.50	8.50	8.50

Leon County Fiscal Year 2019 Adopted Budget

Summary of Fund Balance & Retained Earnings (unaudited)

Org	Fund Title	FY16	FY17	FY 18 Estimate		Year End	% Change(+/-)
		Actual	Actual	Rev	Exp.		
General & Fine and Forfeiture Funds * (A)							
001	General Fund	28,921,968	31,205,482	96,982,482	67,598,173	29,384,309	-5.84%
110	Fine and Forfeiture Fund	1,247,521	1,997,109	78,956,417	78,137,537	818,880	-59.00%
	Subtotal:	30,169,489	33,202,591	175,938,898	145,735,710	30,203,189	-9.03%
* The combined fund balances for the general and fine and forfeiture funds fall within the allowable range of the County Reserve Policy, which requires a minimum of 15% and a maximum of 30% reserve.							
Special Revenue Funds							
106	County Transportation Trust Fund	4,030,990	4,585,307	21,638,210	17,949,978	3,688,232	-19.56%
111	Probation Services Fund (B)	1,069,379	1,195,952	3,994,555	2,942,833	1,051,722	-12.06%
114	Teen Court Fund	10,566	0	86,146	80,144	6,002	600227.00%
116	Drug Abuse Trust Fund	936	3,159	87,748	79,650	8,098	156.33%
117	Judicial Programs Fund	319,222	379,252	613,226	179,618	433,609	14.33%
120	Building Inspection Fund	2,245,648	2,631,622	4,822,443	2,281,817	2,540,626	-3.46%
121	Development Support Fund (C)	525,507	192,632	3,997,829	3,652,064	345,765	79.50%
123	Stormwater Utility Fund (D)	1,105,831	1,445,058	6,483,217	5,653,297	829,920	-42.57%
124	Ship Trust Fund	181	4,102	2,041,082	1,915,273	125,809	2967.02%
125	Grants (E)	1,863,764	814,256	21,188,273	20,755,509	432,764	-46.85%
126	Non-Countywide General Revenue Fund (F)	3,168,872	3,466,872	25,786,208	24,878,925	907,283	-73.83%
127	Grants (G)	199,179	182,302	894,846	696,771	198,075	8.65%
130	911 Emergency Communications Fund	555,476	293,183	1,611,462	1,188,357	423,105	44.31%
131	Radio Communications Systems Fund (H)	14,578	70,882	1,794,531	1,650,859	143,672	102.69%
135	Emergency Medical Services Fund	9,020,680	7,666,722	26,122,110	19,635,132	6,486,979	-15.39%
140	Municipal Service Fund (I)	1,176,319	33,267	9,476,555	8,193,410	1,283,145	3757.11%
145	Fire Services Fund	1,230,522	1,494,605	9,569,345	8,164,452	1,404,893	-6.00%
160	Tourist Development Fund (1st-5th Cents) (J)	2,368,661	1,742,593	7,738,948	5,809,477	1,929,471	10.72%
160	Tourist Develop. Cultural, Visual Arts, Heritage (J)	5,042,522	5,109,854	5,163,084	0	5,163,084	1.04%
161	Housing Finance Authority	650,011	0	0	0	0	0.00%
162	Special Assessment Paving Fund	418,434	564,494	746,024	745,352	672	-99.88%
164	Killearn Lakes Units I and II Sewer	5,331	7,598	246,566	237,500	9,066	19.32%
165	Bank of America Building Operating Fund	915,607	1,024,366	2,318,501	1,716,921	601,581	-41.27%
166	Huntington Oaks Plaza Fund	274,526	305,483	412,074	273,750	138,323	-54.72%
	Subtotal:	36,212,742	33,213,562	156,832,983	128,681,089	28,151,894	-15.24%
Debt Service Funds							
211	Debt Service - Series 2003 A&B	2,516	3,369	7,079,415	7,076,046	3,369	-0.01%
220	Debt Service - Series 2004	98,414	0	0	0	0	0.00%
222	Debt Service - Series 2014	2,203	44,422	541,207	496,785	44,422	0.00%
	Subtotal:	103,133	47,791	7,620,622	7,572,831	47,791	0.00%

Leon County Fiscal Year 2019 Adopted Budget

Summary of Fund Balance & Retained Earnings (unaudited)

Org	Fund Title	FY16	FY17	FY 18 Estimate			% Change(+/-)
		Actual	Actual	Rev	Exp.	Year End	
Capital Projects Funds							
305	Capital Improvements Fund (K)	29,391,988	24,279,050	40,125,783	32,124,838	8,000,945	-67.05%
306	Gas Tax Transportation Fund	6,770,546	7,463,236	11,771,569	9,705,699	2,065,870	-72.32%
308	Local Option Sales Tax Fund (L)	5,104,357	4,710,795	4,744,643	4,503,735	240,908	-94.89%
309	Local Option Sales Tax Extension Fund	4,770,800	5,232,867	18,602,076	18,602,076	0	-100.00%
311	Construction Series 2003 A&B Fund (M)	6,998	7,081	7,133	7,133	0	-100.00%
318	1999 Bond Construction Fund (M)	50,024	50,612	50,612	50,612	0	-100.00%
321	Energy Savings Contract ESCO Capital Fund (M)	20,746	20,989	20,989	20,989	0	-100.00%
330	911 Capital Projects Fund	3,243,836	3,849,619	3,877,427	62,130	3,815,297	-0.89%
341	Countywide Road District Fund - Impact Fee	189,940	191,918	240,479	47,449	193,030	0.58%
343	NW Urban Collector Fund - Impact Fee	70,651	71,387	71,903	0	71,903	0.72%
344	SE Urban Collector Fund - Impact Fee	99,272	100,306	101,030	0	101,030	0.72%
	Subtotal:	49,719,157	45,977,861	79,613,645	65,124,661	14,488,984	-68.49%
Enterprise Funds							
401	Solid Waste Fund (N)	2,508,759	2,730,708	13,101,197	13,101,197	0	-100.00%
	Subtotal:	2,508,759	2,730,708	13,101,197	13,101,197	0	-100.00%
Internal Service Funds							
501	Insurance Service Fund (O)	2,000,631	2,193,270	5,544,533	4,754,877	789,657	-64.00%
502	Communications Trust Fund	47,058	246,474	1,260,405	1,013,727	246,678	0.08%
505	Motor Pool Fund	42,321	63,996	3,033,566	2,863,357	170,209	165.97%
	Subtotal:	2,090,010	2,503,740	9,838,504	8,631,961	1,206,543	-51.81%
	TOTAL:	120,803,290	117,676,252	442,945,850	368,847,449	74,098,401	-37.03%

Notes:

Balances are estimated as year ending for FY 2018 and may be changed pending final audit adjustments.

- A.) The estimated FY 2018 Fund Balance reflects a \$2.75 million dollar fund sweep approved at the July 10, 2018 Board Meeting to replenish general capital reserves and contemplates \$1.2 million in reimbursement from FEMA associated with debris clean up costs from Hurricane.
- B.) The decrease in the Probation and Building fund is related to the appropriation of \$366,000 and \$257,632 of uncommitted fund balance to balance the respective funds. Due to constraints on expenditures the actual fund balance in the Probation Fund is anticipated to decline by \$102,924. Continued growth in the building sector generating an increase in building permit activity, which is resulting in higher revenue collections, reflects only \$90,996 of the budgeted fund balance being used.
- C.) The decrease in the Development Support fund balance is associated with the County's revised permit review process generating less revenue. During the economic downturn, at the direction of the Board in an effort to expedite the review and approval time-frames for proposed development projects, County development review thresholds were revised. The revisions allowed more proposed development projects to qualify for administrative review and approval, and also resulted in a reduced level of associated review fees based on a reduction in required project-related meetings.
- D.) In FY 2018, a \$1.15 million dollar fund sweep was approved at the July 10, 2018 Board Meeting to replenish general capital reserves.
- E.) The decrease in fund balance is associated with reduction in grants secured for FY 2018 vs. FY 2017.
- F.) Non countywide general revenue includes State Shared and 1/2 cent sales tax. This fund is used to account for non countywide general revenue sources. Funds are not expended directly from the fund, but are transferred to funds that provide non countywide services, and to the general fund as required by Florida Statute. In FY 2018, a \$3 million dollar fund sweep was approved at the July 10, 2018 Board Meeting to replenish general capital reserves.
- G.) This fund is used to separate grants that are interest bearing grants.
- H.) The Radio Communications Systems Fund is used to account for the digital radio system.
- I.) The fund balance was drawn down to support the 15% discounted fire service fee in the unincorporated area for FY 2016 and FY 2017. Subsequent, the fund balance has been replenished to the 15% minimum due to healthy collections of the Public Service Tax.
- J.) The Tourist Development Tax is reflected in two separate fund balances. Currently five cents supports the Division of Tourism's marketing, promotion, and Cultural regrants 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 local agreement with the County, the City and the Community Redevelopment Agency approved at the December 9, 2014 Board Meeting.
- K.) Fund balance reflects the \$8 million fund sweep to the Capital Improvements Fund to replenish reserves.
- L.) Reflects the remaining fund balance from the original sales tax.
- M.) Bond construction funds are anticipated to be fully expended in FY 2018.
- N.) Amount reflected in unrestricted retained earnings. The FY 2018 decrease reflects the remaining unrestricted fund balance appropriated during FY 2018 to assist in funding the landfill closure as approved by the Board at the October 24, 2017 Apalachee Regional Park Master Plan and Associated Landfill Closure workshop. The bid for the landfill closure was awarded in FY 2018.
- O.) In FY 2018, a \$1.1 million dollar fund sweep was approved at the July 10, 2018 Board Meeting to replenish general capital reserves.

Leon County Fiscal Year 2019 Adopted Budget

Summary of Fund Balance and County Reserves Policy

Fund	Fund Title	FY18 Yr Ending Est. Bal. (B)	FY19 Adopted Budget	Policy (A) Minimum 15% Budget	Policy (A) Maximum 30% Budget	FY19: Fund Balance Allocation (B)		
						Budgeted For Spending	Emergency Contingency & Cash Flow	Available for Future Allocation
General & Fine and Forfeiture Funds								
001	General Fund	29,384,309	69,568,925	10,435,339	20,870,678	2,086,464	27,297,845	
110	Fine and Forfeiture Fund	818,880	80,512,014	12,076,802	24,153,604	0	818,880	
	Subtotal:	30,203,189	150,080,939	22,512,141	45,024,282	2,086,464	28,116,725	0
Special Revenue Funds (C)								
106	County Transportation Trust Fund	3,688,232	18,279,190	2,741,879	5,483,757	0	3,688,232	0
111	Probation Services Fund	1,051,722	3,279,196	491,879	983,759	325,000	726,722	0
114	Teen Court Fund	6,002	80,465	12,070	24,140	0	6,002	0
116	Drug Abuse Trust Fund	8,098	95,195	14,279	28,559	0	8,098	0
117	Judicial Programs Fund	433,609	321,485	48,223	96,446	109,065	96,446	0
120	Building Inspection Fund	2,540,626	2,283,372	342,506	685,012	282,007	685,012	1,573,607
121	Growth Management Fund	345,765	4,104,779	615,717	1,231,434	0	345,765	0
123	Stormwater Utility Fund	829,920	5,428,870	814,331	1,628,661	0	829,920	0
124	Ship Trust Fund	125,809	167,323	25,098	50,197	0	50,197	75,612
125	Grants	432,764	680,732	102,110	204,220	197,184	204,220	31,360
126	Non-Countywide General Revenue Fund	907,283	22,064,587	3,309,688	6,619,376	0	907,283	0
127	Grants	198,075	60,000	9,000	18,000	0	18,000	180,075
130	911 Emergency Communications Fund	423,105	1,280,790	192,119	384,237	0	384,237	38,868
131	Radio Communications Systems Fund	143,672	1,513,893	227,084	454,168	0	143,672	0
135	Emergency Medical Services Fund	6,486,979	20,503,794	3,075,569	6,151,138	1,633,893	4,853,086	0
140	Municipal Service Fund	1,283,145	9,207,993	1,381,199	2,762,398	0	1,283,145	0
145	Fire Services Fund	1,404,893	8,154,090	1,223,114	2,446,227	0	1,404,893	0
160	Tourist Development Fund (1st-5th Cents)	1,929,471	1,422,625	213,394	426,788	720,000	426,788	782,683
160	Tourist Development: Cultural, Visual Arts,	5,163,084	5,160,366	774,055	1,548,110	0	1,548,110	3,614,974
162	Special Assessment Paving Fund	672	126,540	18,981	37,962	0	672	n/a
164	Killearn Lakes Units I & II Sewer	9,066	237,500	35,625	71,250	0	9,066	0
165	Bank of America Building Operating Fund	601,581	1,808,542	271,281	542,563	0	542,563	59,018
166	Huntington Oaks Plaza Fund	138,323	113,357	17,004	34,007	0	34,007	104,316
	Subtotal:	28,151,894	106,374,684	15,956,203	31,912,405	3,267,149	18,196,133	6,460,514
Debt Service Funds								
211	Debt Service - Series 2003 A&B	3,369				3,369	0	n/a
220	Debt Service - Series 2005	0				0	0	n/a
222	Debt Service - Series 2014	44,422				3,230	0	41,192
	Subtotal:	47,791				6,599	0	41,192
Capital Projects Funds (D)								
305	Capital Improvements Fund	8,000,945				5,705,635	n/a	2,295,310
306	Gas Tax Transportation Fund	2,065,870				0	n/a	2,065,870
308	Local Option Sales Tax Fund	240,908				0	n/a	240,908
309	Local Option Sales Tax Ext. Fund	0				0	n/a	0
311	Construction Series 2003 A&B Fund	0				0	n/a	0
318	1999 Bond Construction Fund	0				0	n/a	0
321	Energy Savings Contract ESCO Capital Fund	0				0	n/a	0
330	911 Capital Projects Fund	3,815,297				0	n/a	3,815,297
341	Countywide Road District Fund	193,030				0	n/a	165,533
343	NW Urban Collector Fund - Impact Fee	71,903				0	n/a	55,077
344	SE Urban Collector Fund - Impact Fee	101,030				0	n/a	100,175
	Subtotal:	14,488,984				5,705,635	0	8,738,170
Enterprise Funds (D)								
401	Solid Waste Fund (E)	0	10,716,603	1,607,490	3,214,981	0	0	0
	Subtotal:	0	10,716,603	1,607,490	3,214,981	0	0	0
Internal Service Funds (D)								
501	Insurance Service Fund	789,657	3,373,865	506,080	1,012,160	0	789,657	0
502	Communications Trust Fund	246,678	1,253,622	188,043	376,087	0	0	0
505	Motor Pool Fund	170,209	2,729,428	409,414	818,828	0	0	0
	Subtotal:	1,206,543	7,356,915	1,103,537	2,207,075	0	789,657	0
	TOTAL:	74,098,401	274,529,141	41,179,371	82,358,742	11,065,847	47,102,514	15,239,877

Leon County Fiscal Year 2019 Adopted 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.

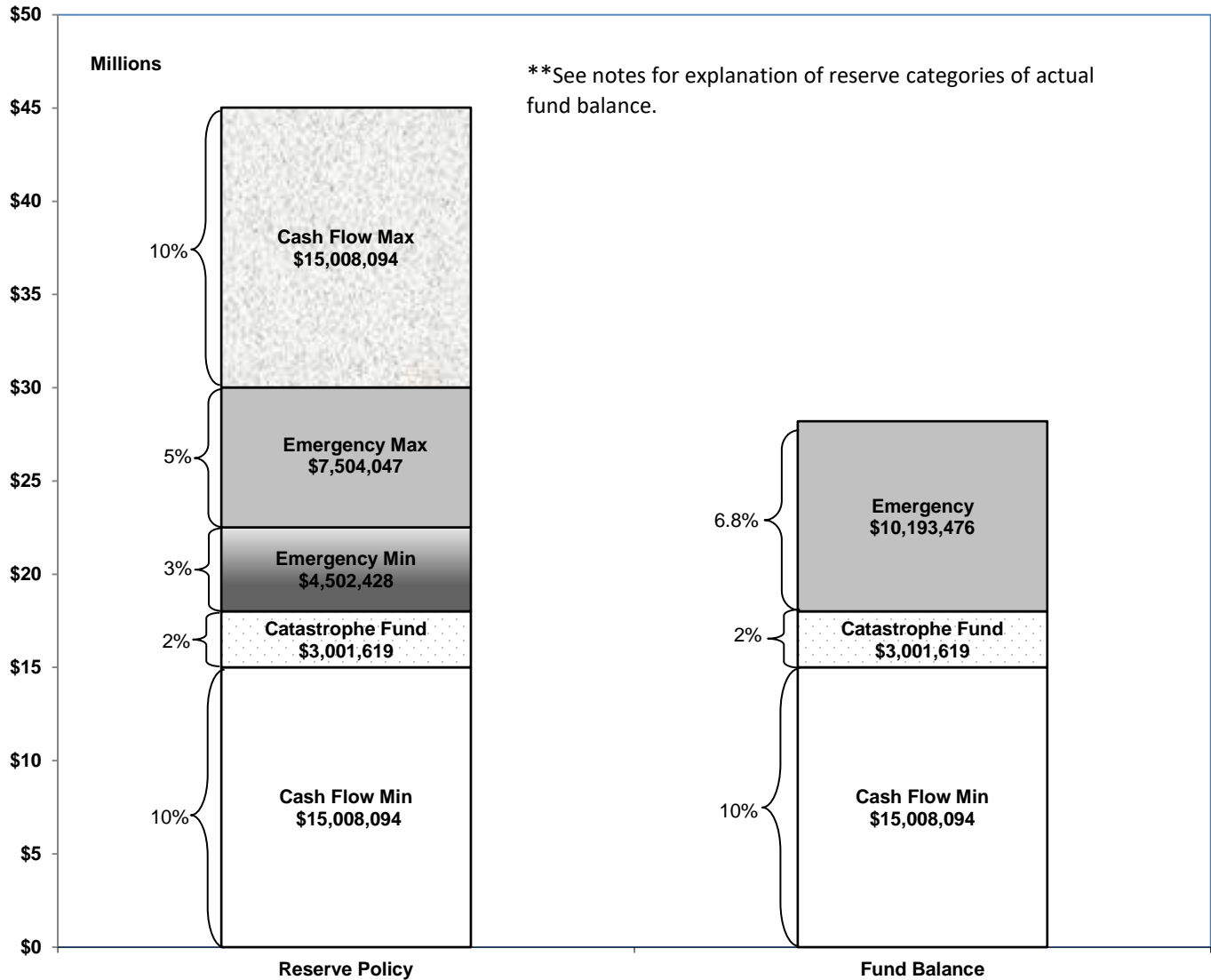
Notes:

- 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 2019 Budget.
- B. The "Fund Balance Allocation" reflects three categories. The "Budgeted for Spending" indicates fund balance being utilized in the FY 2019 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 2018 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 2018 estimated balance is based on current Solid Waste proforma projections.

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General Fund/Fine and Forfeiture Reserve Illustration

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



****Notes:**

- 1) The base of the reserves is the minimum required for cash flow purposes. Without these minimums, funds would likely have to be borrowed to meet beginning of the year expenditure obligations.
- 2) Policy column reflects the minimum and maximum reserves under the existing reserve policy. Total reserves without exceeding policy maximum is \$45 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 2018 fund balance is estimated at \$30.2 million. The Fund Balance column shows the current distribution of reserves with the projected beginning FY 2019 fund balance of \$28.2 million. The beginning fund balance contemplates the budgeting of \$2 million in fund balance as approved by the Board.
- 5) Proposed fund balance reflects the distribution of reserve categories under the policy which includes catastrophe reserves.
- 6) In FY 2018, \$2.75 million in unreserved fund balance was transferred to capital as part of an overall \$10 million capital reserves fund sweep for the replenishment of capital reserves. In addition, the use of \$2.0 million in fund balance to balance the FY19 Budget result in no fund balance cash flow maximum.

* Based on estimated beginning FY 2019 Fund Balance

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Debt Service Schedule

General Obligation Bonds

No outstanding issues.

Non Self-Supporting Revenue Debt

Description	Purpose	Pledge/ Security	Original Principal Amount	Outstanding Principal Amount	Outstanding Interest Amount	FY18/19 Principal Payment	FY18/19 Interest Payment	Remaining Principal	Final Maturity Date
Series 2012A: Tax Exempt & Series 2012B: Taxable	These bonds were issued to fund the acquisition of the Bank of America (BOA) building and for major repairs and renovations to the existing County Courthouse facility.	The pledged revenues for these bonds include guaranteed entitlement	\$21,061,000	\$13,781,000	\$510,095	\$6,819,000	\$258,817	\$6,962,000	2020
Series 2017	In FY 2017, the bank loan obtained to refund the non-taxable portion of Bond Series 2005 was refinanced.	revenue, Local Government Half Cent Sales Tax, State Revenue Sharing, Race Track funds and other non-ad valorem revenue sources.	\$15,851,000	\$15,692,000	\$1,644,935	\$163,000	\$331,101	\$15,529,000	2025
TOTAL			\$36,912,000	\$29,473,000	\$2,155,030	\$6,982,000	\$589,918	\$22,491,000	

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

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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) **\$97,135**: As part of the County's utility bill consolidation effort, funds are being transferred to the Division of Facilities Management.

General Fund (001) **from** Non-Countywide General Revenue (126) **\$7,795,529**: 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) **\$103,125**: 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) **\$1,965**; As part of the County's utility bill consolidation effort, funds are being transferred to the Division of Facilities Management.

General Fund (001) **from** Tourism Development (160) **\$12,270**: 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) **\$121,040**: payments for County funded road improvements to private roads.

General Fund (001) **from** County Government Annex (165) **\$255,695**: As part of the County's utility bill consolidation effort, funds are being transferred to the Division of Facilities Management.

General Fund (001) **from** Solid Waste (401) **\$82,435**: 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) **\$4,150,267**: 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) **\$1,554,375**: The County maintains one engineering division. Within this division are transportation and stormwater engineers. To avoid having gas taxes (which are the main source of revenue contained in the Transportation Fund) support unrelated activities, a transfer from the Stormwater Utility offsets the engineering cost provided to the stormwater utility.

Transportation Trust Fund (106) **from** Non-Countywide General Revenue (126) **\$3,313,883**: Gas tax revenues are insufficient to support transportation related activities. This transfer provides additional general revenues to offset the shortfall.

Probation Services (111) **from** General Fund (001) **\$2,039,191**: The transfer provides the necessary revenue to offset the gap between the fees generated in pre-trial/probation and the cost of the programs.

Development Services & Environmental Management (121) **from** Non-Countywide General Revenue (126) **\$2,554,379**: The County's growth management fees do not provide 100% support for services provided by the Department. The transfer is necessary to fund non-fee related activity and any additional difference.

Leon County Fiscal Year 2019 Adopted Budget

Summary of Transfers

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) **\$1,155,627**: 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.

Radio Communication Systems (131) **from** General Fund (001) **\$1,237,633**: This transfer provides funds acquired for the capital costs for the 800 Mhz radio system to support the operating requirements of the system subsequent to the completion of the capital project.

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

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) **\$2,706,624**: This transfer uses regular general revenue fund transfers to support capital projects.

Capital Improvements (305) **from** Municipal Services (140) **\$2,293,376**: This transfer will fund vehicles and equipment for Parks and Recreation.

Capital Improvements (305) **from** Tourist Development (160) **\$350,000**: This transfer will fund the Apalachee Regional Park Master Plan Development.

Gas Tax Transportation (306) **from** Transportation Trust (106) **\$3,344,845**: The transfer is to support transportation fund vehicle and equipment replacements, pavement markings and road-related stormwater capital projects funded from the gas tax.

Enterprise Funds

Solid Waste (401) **from** Non-Countywide General Revenue (126) **\$453,502**: The transfer is necessary to support the operation of the rural waste collection centers.

Internal Services Funds

Insurance Services (501) **from** Fire Services (145) **\$42,665**: The transfer is to cover insurance expense associated with the Volunteer Fire Departments.

Leon County Fiscal Year 2019 Adopted Budget

Schedule of Transfers

<u>Fund #</u>	<u>Transfer To</u>	<u>Fund #</u>	<u>Transfer From</u>	<u>Transfer Amount</u>
General Funds				
001	General Fund	106	Transportation Trust Fund	97,135
001	General Fund	126	Non-Countywide General Revenue	7,795,529
001	General Fund	140	Municipal Services	103,125
001	General Fund	145	Fire Rescue Services	1,965
001	General Fund	160	Tourism Development	12,270
001	General Fund	162	Co. Accepted Roadways & Drainage System	121,040
001	General Fund	165	County Government Annex	255,695
001	General Fund	401	Solid Waste	82,435
060	Supervisor Of Elections	001	General Fund	4,150,267
Subtotal				12,619,461
Special Revenue Funds				
106	Transportation Trust	123	Stormwater Utility	1,554,375
106	Transportation Trust	126	Non-Countywide General Revenue	3,313,883
111	Probation Services	001	General Fund	2,039,191
121	Dvpm. Svcs. & Environ. Mgmt.	126	Non-Countywide General Revenue	2,554,379
123	Stormwater Utility	106	Transportation Trust	800,000
123	Stormwater Utility	126	Non-Countywide General Revenue	1,155,627
131	Radio Communications Systems	001	General Fund	1,237,633
135	Emergency Medical Services MSTU	140	Municipal Services	200,000
501	Insurance Services	145	Fire Services Fee	42,665
Subtotal				12,897,753
Debt Service Funds				
211	Bond Series 2012A & 2012B	126	Non-Countywide General Revenue	6,298,596
211	Bond Series 2012A & 2012B	165	Bank of America Building Operations	777,052
222	Debt Series 2017	126	Non-Countywide General Revenue	493,071
Subtotal				7,568,719
Capital Projects Funds				
305	Capital Improvements	001	General Fund	2,706,624
305	Capital Improvements	140	Municipal Services	2,293,376
305	Capital Improvements	160	Tourist Development	350,000
306	Gas Tax Transportation	106	Transportation Trust	3,344,845
Subtotal				8,694,845
Enterprise Funds				
401	Solid Waste	126	Non-Countywide General Revenue	453,502
Subtotal				453,502
TOTAL				\$42,234,280

Leon County Fiscal Year 2019 Adopted Budget**Budget by Funds**

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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 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 2019 Adopted Budget

Fund Revenue By Source

Fund	Property Tax MSTU or Assmt	State Gas Tax	Local Gas Tax	State Revenue Sharing	1/2 Cent Sales Tax	Local Sales Tax	PST and CST (1)	Fund Balance (2)	Fines	Fees & Licenses (3)	Transfers	Other Revenue (4)	Total Budgeted Revenue
001 General Fund	52,212,746							2,086,464		1,450,579	8,469,194	5,349,942	69,568,925
060 Supervisor of Elections											4,150,267		4,150,267
106 Transportation Trust		4,314,425	8,216,930							159,346	4,868,258	720,231	18,279,190
110 Fine and Forfeiture	79,060,174								106,520	956,534		388,786	80,512,014
111 Probation Services								325,000		815,005	2,039,191	100,000	3,279,196
114 Teen Court										80,465			80,465
116 Drug Abuse Trust										95,195			95,195
117 Judicial Programs								109,065		212,420			321,485
120 Building Inspection								282,007		1,944,935		56,430	2,283,372
121 Dvlpmt Svcs & Envrmt Mgmt									13,870	1,526,555	2,554,379	9,975	4,104,779
123 Stormwater Utility	3,374,728										1,955,627	98,515	5,428,870
124 SHIP Trust												167,323	167,323
125 Grants								197,184				483,548	680,732
126 Non-Countywide Gen Rev				5,649,650	12,749,086		3,268,000			185,763		212,088	22,064,587
127 Grants - Interest Bearing												60,000	60,000
130 9-1-1 Emergency Comm				1,277,750								3,040	1,280,790
131 Radio Comm Systems									272,650		1,237,633	3,610	1,513,893
135 Emergency Medical Svcs	7,894,311							1,633,893		10,584,925	200,000	190,665	20,503,794
140 Municipal Services							9,077,474			77,995		52,524	9,207,993
145 Fire Rescue Service										8,154,090			8,154,090
160 Tourist Development						5,690,500		720,000				172,491	6,582,991
162 Special Assess. 2/3 Paving	103,550											22,990	126,540
164 Special Assess. - Killlearn	237,500												237,500
165 Bank of America Building										181,639		1,626,903	1,808,542
166 Huntington Oaks Plaza												113,357	113,357
211 Bond Series 2012A & 2012B								3,369			7,075,648		7,079,017
222 Bond Series 2014								3,230			493,071		496,301
305 Capital Improvements								5,705,635			5,350,000	403,266	11,458,901
306 Transportation Capital											3,344,845		3,344,845
309 Sales Tax - Extension						4,325,350						370,000	4,695,350
330 9-1-1 Capital Projects												80,655	80,655
401 Solid Waste	1,490,056									8,587,765	453,502	185,280	10,716,603
501 Insurance Service											42,665	3,331,200	3,373,865
502 Communications Trust												1,253,622	1,253,622
505 Motor Pool												2,729,428	2,729,428
Total	144,373,065	4,314,425	8,216,930	6,927,400	12,749,086	10,015,850	12,345,474	11,065,847	393,040	35,013,211	42,234,280	18,185,869	263,600,197

Notes:

The \$263,600,197 total budgeted revenue is net of interfund Transfers.

1. The Public Services Taxes (PST) on utilities is estimated to provide \$9.0 million in funding for Fund 140 Municipal Services, and Communications Services Taxes (CST) is estimated to provide \$3.3 million in funding for Fund 126 Non-Countywide General Revenue.

2. Appropriated Fund Balance amount for FY 2019.

3. Fees and Assessments account for \$31.6 million of the \$35.0 million in revenue, licenses account for \$3.4 million (\$1.8 million to Fund 120 Building Inspection, \$1.4 million to Fund 121 Development Services & Environ. Mgmt., and \$0.19 million to Fund 126 Non-Countywide General Revenue). \$8.2 million is for Fire Services.

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

Leon County Fiscal Year 2019 Adopted Budget

Summary of All Funds

		FY 2017 Actual	FY 2018 Adopted	FY 2019 Requested	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 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	73,162,740	66,932,872	70,394,963	69,568,925	71,034,694	75,674,158	76,829,175	77,353,774
Special Revenue Funds									
Supervisor of Elections	060	4,228,901	4,291,300	4,387,175	4,150,267	5,485,328	4,267,194	4,771,605	4,474,175
Transportation Trust	106	15,527,924	16,639,561	18,332,212	18,279,190	19,651,520	18,760,449	19,201,612	19,676,490
Fine and Forfeiture	110	75,779,781	76,168,217	80,527,014	80,512,014	84,936,803	88,412,949	92,205,124	96,210,537
Probation Services	111	2,926,836	3,181,181	3,400,827	3,279,196	3,378,886	3,482,069	3,588,833	3,701,585
Teen Court	114	91,128	86,144	124,456	80,465	84,455	88,730	93,195	98,230
Drug Abuse Trust	116	52,271	104,136	105,178	95,195	108,305	123,410	140,700	160,650
Judicial Programs	117	161,282	278,638	354,908	321,485	282,504	294,069	305,807	315,494
Building Inspection	120	1,878,869	2,402,023	2,544,884	2,283,372	2,358,604	2,437,734	2,519,861	2,606,139
Dvlpmnt Svcs & Environ. Mgmt.	121	3,329,821	3,946,886	4,108,795	4,104,779	4,269,224	4,402,444	4,540,081	4,684,301
Stormwater Utility	123	4,448,483	5,166,855	5,480,874	5,428,870	5,552,803	5,697,714	5,892,571	6,033,448
SHIP Trust	124	326,511	426,361	167,323	167,323	-	-	-	-
Grants	125	3,379,592	883,261	844,570	680,732	685,644	690,724	695,982	701,422
Non-Cntywide Gen. Rev.	126	21,401,338	21,878,925	22,064,587	22,064,587	22,749,290	23,455,335	24,183,615	24,936,254
Grants	127	200,696	60,000	60,000	60,000	60,000	60,000	60,000	60,000
9-1-1 Emergency Communication	130	1,654,441	1,186,550	1,386,820	1,280,790	1,313,090	1,348,240	1,383,390	1,418,540
Radio Communication Systems	131	1,266,302	1,689,926	1,513,893	1,513,893	1,555,071	1,597,484	1,641,169	1,504,860
EMS MSTU	135	19,248,958	20,515,271	21,383,322	20,503,794	20,674,434	21,053,495	21,486,357	22,101,717
Municipal Services	140	9,574,625	8,670,752	9,249,529	9,207,993	10,070,972	10,480,681	10,773,751	11,075,719
Fire Rescue Services	145	8,362,455	8,002,791	8,239,090	8,154,090	8,229,806	8,307,289	8,385,548	8,465,588
Tourist Development	160	6,292,997	5,703,085	6,834,071	6,582,991	6,233,825	6,332,200	6,579,200	6,835,800
Housing Finance Authority	161	766,477	-	-	-	-	-	-	-
Special Assessment. Paving	162	178,315	150,531	126,540	126,540	112,290	100,890	100,890	94,240
Killearn Lakes Units I and II Sewer	164	228,362	237,500	237,500	237,500	237,500	237,500	237,500	237,500
Bank of America Building	165	1,647,974	2,035,415	1,808,542	1,808,542	1,779,511	1,368,352	1,177,805	1,426,299
Huntington Oaks Plaza	166	58,624	104,167	113,357	113,357	105,409	105,720	107,040	41,888
Subtotal		183,012,963	183,809,476	193,395,467	191,036,965	199,915,274	203,104,672	210,071,636	216,860,876
Debt Service Funds									
Series 2003A & 2003B	211	579,945	7,076,046	7,079,017	7,079,017	7,078,073	-	-	-
Series 2005	220	6,902,413	-	-	-	-	-	-	-
ESCO Lease	221	484,514	484,514	-	-	-	-	-	-
Series 2014	222	560,255	496,785	496,301	496,301	494,862	3,270,380	3,272,262	3,273,793
Subtotal		8,527,127	8,057,345	7,575,318	7,575,318	7,572,935	3,270,380	3,272,262	3,273,793
Capital Projects Fund									
Capital Improvements	305	10,980,391	8,540,877	11,686,149	11,458,901	10,269,134	10,659,811	11,836,536	11,427,117
Transportation Improvements	306	1,492,298	2,674,485	3,344,845	3,344,845	4,333,608	3,051,273	3,075,935	3,151,595
Sales Tax	308	400,523	-	-	-	-	-	-	-
Sales Tax - Extension	309	6,139,899	5,425,000	4,695,350	4,695,350	1,128,746	-	-	-
Series 1999 Construction	318	-	-	-	-	-	-	-	-
9-1-1 Capital Projects	330	-	62,130	80,655	80,655	162,430	183,037	202,600	223,632
Impact Fee - Countywide Rd.	341	-	-	-	-	-	-	-	-
Impact Fee - NW Urban Coll.	343	-	-	-	-	-	-	-	-
Sales Tax - Extension 2020	351	-	-	-	-	3,341,150	4,588,500	4,726,250	4,867,800
Sales Tax - Extension 2020 JPA Agreement	352	-	-	-	-	3,574,480	4,792,700	4,820,250	4,848,560
Subtotal		19,013,111	16,702,492	19,806,999	19,579,751	22,809,548	23,275,321	24,661,571	24,518,704
Enterprise Funds									
Solid Waste	401	11,216,128	10,932,714	11,167,123	10,716,603	11,499,658	11,836,799	11,547,263	11,810,599
Subtotal		11,216,128	10,932,714	11,167,123	10,716,603	11,499,658	11,836,799	11,547,263	11,810,599
Internal Service Funds									
Insurance Service	501	3,675,327	3,351,263	3,406,052	3,373,865	3,411,068	3,445,977	3,481,357	3,517,216
Communications Trust	502	918,870	1,013,727	966,674	1,253,622	1,253,622	1,253,622	1,253,622	1,253,622
Motor Pool	505	2,703,459	2,968,794	2,729,428	2,729,428	2,747,347	2,776,296	2,801,300	2,827,211
Subtotal		7,297,656	7,333,784	7,102,154	7,356,915	7,412,037	7,475,895	7,536,279	7,598,049
TOTAL:		302,229,725	293,768,683	309,442,024	305,834,477	320,244,146	324,637,225	333,918,186	341,415,795
<i>Less Interfund Transfers</i>		<i>42,992,592</i>	<i>40,045,083</i>	<i>42,234,280</i>	<i>42,234,280</i>	<i>46,228,314</i>	<i>48,736,777</i>	<i>51,580,556</i>	<i>51,730,472</i>
TOTAL NET OF TRANS:		259,237,133	253,723,600	267,207,744	263,600,197	274,015,832	275,900,448	282,337,630	289,685,323

Leon County Fiscal Year 2019 Adopted Budget

General Fund (001)

Fund Type: General Fund

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Ad Valorem - General Fund	311110	46,198,390	48,301,815	54,960,785	52,212,746	54,092,976	55,443,750	56,648,114	57,813,808
Delinquent Taxes	311200	-	249,011	294,737	280,000	280,000	280,000	280,000	280,000
Delinquent Taxes 2004	311204	262	-	-	-	-	-	-	-
Delinquent Taxes 2005	311205	470	-	-	-	-	-	-	-
Delinquent Taxes 2006	311206	600	-	-	-	-	-	-	-
Delinquent Taxes 2007	311207	341	-	-	-	-	-	-	-
Delinquent Taxes 2008	311208	1,479	-	-	-	-	-	-	-
Delinquent Taxes 2009	311209	327	-	-	-	-	-	-	-
Delinquent Taxes - 2010	311210	(81)	-	-	-	-	-	-	-
Delinquent Taxes 2011	311211	4,464	-	-	-	-	-	-	-
Delinquent Taxes 2012	311212	7,847	-	-	-	-	-	-	-
Delinquent Taxes 2013	311213	27,405	-	-	-	-	-	-	-
Delinquent Taxes - 2014	311214	103,477	-	-	-	-	-	-	-
Delinquent Assessments-2015	311215	135,787	-	-	-	-	-	-	-
Tourist Development (3-3/4 Cents)	312100	51,087	39,579	46,099	43,794	45,546	47,368	49,262	51,233
Tourist Development (1-1/4 Cents)	312110	12,766	13,193	15,366	14,598	15,182	15,789	16,421	17,077
Process Server Fees	329300	9,600	8,930	9,000	8,550	8,550	8,550	8,550	8,550
Hermine-FEMA Reimbursement	331319	10,349,844	-	-	-	-	-	-	-
Federal Payments in Lieu of Taxes	333000	220,628	204,250	221,000	209,950	209,950	209,950	209,950	209,950
Foreclosure Prevention State Grant	334510	34	-	-	-	-	-	-	-
DOH Zika Mitigation Control	334614	22,500	-	-	-	-	-	-	-
State Library Aid	334710	172,272	174,726	174,726	165,990	165,990	165,990	165,990	165,990
COT Reimbursement for PSC	337220	903,173	883,546	912,754	912,754	940,137	968,341	997,391	1,027,313
GIS	337300	1,309,051	1,350,000	1,326,761	1,326,761	1,326,761	1,326,761	1,326,761	1,326,761
CRTPA Reimbursement	337401	-	122,780	-	-	-	-	-	-
Blueprint 2000 Reimbursement	337402	-	378,683	424,505	424,505	437,240	450,357	463,868	477,784
Payments In Lieu Of Taxes	339100	42,786	-	-	-	-	-	-	-
\$2.00 IT Added Court Cost FS 28.24(12)	341160	384,472	328,320	344,100	326,895	336,775	346,845	357,295	367,935
Zoning Fees	341200	3,700	-	13,000	12,350	12,350	12,350	12,350	12,350
Hand Fogging Fees	342950	1,100	2,252	1,191	1,131	1,142	1,153	1,165	1,176
Medical Examiner Facility Use Fee	343800	-	23,750	50,000	47,500	95,000	95,000	95,000	95,000
Grading Fee Public Works	343920	1	-	-	-	-	-	-	-
Parking Facilities	344500	140,501	136,800	146,000	138,700	138,700	138,700	138,700	138,700
Library Parking	344510	35,279	42,750	37,635	35,753	36,090	36,537	36,873	37,209
Library Fees	347100	125,974	128,250	120,000	114,000	119,700	125,685	131,969	138,567
Library Printing	347101	6,698	14,250	9,000	8,550	8,550	8,550	8,550	8,550
Coe's Landing Park	347201	281	-	-	-	-	-	-	-
FS 29.0085 Court Facilities	348930	811,301	789,347	814,000	773,300	797,050	820,800	845,500	870,200
Alcohol Testing Fees	349148	75	-	-	-	-	-	-	-
Civil Fee - Circuit Court	349200	40	-	-	-	-	-	-	-
GAL / Circuit-wide Reimbursement	349501	25,315	30,572	28,986	27,537	28,088	28,649	29,222	29,806
Fees	349600	16	-	-	-	-	-	-	-
Interest Income - Investment	361110	89,206	-	103,226	98,065	98,065	98,065	98,065	98,065
Pool Interest Allocation	361111	365,375	932,805	994,737	945,000	954,450	963,994	973,634	983,371
Net Incr(decr) In Fmv Of Investment	361300	(131,577)	-	-	-	-	-	-	-
Rents And Royalties	362000	4,087	-	4,086	4,086	4,087	4,087	4,087	4,087
Other Scrap Or Surplus	365900	117,223	242,274	437,000	415,150	416,100	418,000	418,950	419,900
Refund Of Prior Year Expenses	369300	38,218	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	106,722	104,500	110,000	104,500	104,500	104,500	104,500	104,500
Volunteer Certificate Training Fees	369930	1,350	950	1,000	950	950	950	950	950

Leon County Fiscal Year 2019 Adopted Budget

General Fund (001)

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Transfer From Fund 106	381106	72,096	72,096	97,135	97,135	97,135	97,135	97,135	97,135
Transfer From Fund 110	381110	750,000	-	-	-	-	-	-	-
Transfer From Fund 124	381124	-	42,000	-	-	-	-	-	-
Transfer From Fund 126	381126	9,634,464	8,687,767	7,795,529	7,795,529	6,574,844	10,458,806	10,811,427	11,076,961
Transfer From Fund 140	381140	103,122	103,122	103,125	103,125	103,125	103,125	103,125	103,125
Transfer From Fund 145	381145	-	-	1,965	1,965	1,965	1,965	1,965	1,965
Transfer From Fund 160	381160	14,500	14,500	12,270	12,270	12,270	12,270	12,270	12,270
Transfer From Fund 162	381162	172,815	145,031	121,040	121,040	106,790	95,390	95,390	88,740
Transfer From Fund 165	381165	341,488	341,488	255,695	255,695	255,695	255,695	255,695	255,695
Transfer From Fund 401	381401	86,918	51,918	82,435	82,435	82,435	82,435	82,435	82,435
Transfer From Fund 505	381505	25,000	25,000	-	-	-	-	-	-
Pensacola Care Lease	383001	146,616	146,616	146,616	146,616	146,616	146,616	146,616	146,616
Clerk Excess Fees	386100	108,878	-	-	-	-	-	-	-
Property Appraiser	386600	186,546	-	-	-	-	-	-	-
Tax Collector	386700	539,685	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Supervisor Of Elections	386800	361,892	-	-	-	-	-	-	-
Aviation Insurance	396300	300	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	2,500,000	2,000,000	2,000,000	2,086,464	1,500,000	1,000,000	-
Homestead Exemption Appropriated Fund Balance	399901	-	-	-	-	593,426	500,000	500,000	500,000
Total Revenues		74,244,186	66,932,871	72,515,504	69,568,925	71,034,694	75,674,158	76,829,175	77,353,774

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
County Commission	100-511	1,589,373	1,590,740	1,726,166	1,726,166	1,783,409	1,842,919	1,904,772	1,969,092
Commission District 1	101-511	16,241	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commission District 2	102-511	5,464	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commission District 3	103-511	12,442	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commission District 4	104-511	7,966	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commission District 5	105-511	8,847	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commission At-Large (Group 1)	106-511	6,348	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commission At-Large (Group 2)	107-511	11,898	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioners' Account	108-511	20,307	25,268	25,075	25,075	25,075	25,075	25,075	25,075
County Administration	110-512	1,036,588	1,062,107	1,151,583	1,133,103	1,165,794	1,199,531	1,234,443	1,270,582
Volunteer Services	113-513	193,006	198,865	207,259	207,259	213,599	220,197	227,075	234,243
PLACE - Economic Development	114-512	384,352	304,983	304,755	304,755	304,755	304,755	304,755	304,755
Strategic Initiatives	115-513	732,388	788,568	746,007	746,007	762,395	743,419	761,122	779,532
Community and Media Relations	116-513	549,096	609,241	672,832	672,832	681,362	694,906	709,017	723,729
County Attorney	120-514	2,038,218	2,084,538	2,088,550	2,061,872	2,107,264	2,154,137	2,202,800	2,253,331
Office of Sustainability	127-513	216,626	307,686	318,676	312,706	298,033	323,573	309,339	335,342
Office of Management & Budget	130-513	704,887	768,095	809,985	800,406	822,302	844,957	868,502	892,982
Clerk - Finance Administration	132-586	1,609,217	1,670,645	1,764,742	1,764,742	1,817,684	1,872,215	1,928,381	1,928,381
Procurement	140-513	509,639	520,148	503,059	503,059	517,579	533,397	549,839	566,929
Warehouse	141-513	118,934	111,802	114,842	114,842	118,633	122,587	126,702	130,990
Facilities Management	150-519	7,045,449	7,418,280	7,783,079	7,622,728	7,845,334	7,993,757	8,147,023	8,304,407
Real Estate Management	156-519	242,275	302,064	299,410	299,410	293,385	299,630	306,152	312,968
Human Resources	160-513	1,257,987	1,418,564	1,514,700	1,405,087	1,440,679	1,477,615	1,515,269	1,555,811
Management Information Services	171-513	6,130,448	6,376,012	6,714,057	6,713,267	6,888,498	7,065,349	7,247,355	7,439,060
Health Department	190-562	221,841	237,345	237,345	237,345	237,345	237,345	237,345	237,345
Mosquito Control	216-562	663,633	846,566	847,506	847,506	860,130	873,304	887,050	901,401
Lib - Policy, Planning, & Operations	240-571	815,921	864,350	891,914	891,914	907,984	924,727	942,176	960,359
Library Public Services	241-571	4,178,943	4,590,525	4,708,581	4,707,401	4,863,855	5,026,817	5,196,734	5,373,876
Library Collection Services	242-571	1,516,974	1,552,913	1,726,128	1,600,771	1,632,904	1,666,461	1,701,482	1,735,466
Summer Youth Employment	278-551	55,673	40,000	40,606	40,606	40,606	40,606	40,606	40,606
Cooperative Extension	361-537	441,238	455,990	495,301	433,603	446,479	459,742	473,402	487,472
Medical Examiner	370-527	598,738	524,022	460,225	460,225	520,191	528,466	536,906	545,515

Leon County Fiscal Year 2019 Adopted Budget

General Fund (001)

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Tubercular Care & Child Protection Exams	370-562	43,750	61,000	61,000	61,000	61,000	61,000	61,000	61,000
Baker Act & Marchman Act	370-563	691,336	638,156	638,156	638,156	638,156	638,156	638,156	638,156
Medicaid & Indigent Burials	370-564	2,820,763	2,911,641	3,101,226	3,101,226	3,186,643	3,274,623	3,365,242	3,458,580
CHSP & Emergency Assistance	370-569	1,253,086	1,365,720	1,370,293	1,370,293	1,371,256	1,373,299	1,375,427	1,377,643
Housing Services	371-569	551,087	578,087	564,765	559,103	575,786	593,104	610,729	629,759
Veteran Services	390-553	287,263	351,227	359,328	358,013	364,050	370,296	376,787	383,531
Capital Regional Transportation Planning Agency	402-515	106,681	122,669	15,000	-	-	-	-	-
Blueprint 2000	403-515	417,774	377,817	636,693	636,693	657,421	678,943	700,938	724,502
Public Safety Complex Facilities	410-529	1,303,992	1,467,751	1,594,177	1,594,177	1,560,566	1,572,889	1,585,648	1,619,373
Public Safety Complex Technology	411-529	205,113	265,115	252,900	249,527	254,441	259,547	264,604	269,875
Geographic Info. Systems	421-539	1,915,522	1,983,854	2,041,572	2,041,572	2,090,745	2,141,817	2,194,528	2,250,031
MIS Automation - General Fund	470-519	252,850	264,295	251,492	251,492	251,492	251,492	251,492	251,492
General Fund - Risk	495-519	482,884	536,622	531,640	531,640	531,640	531,640	531,640	531,640
Indirect Costs - General Fund	499-519	(6,027,200)	(6,684,501)	(6,732,000)	(6,732,000)	(6,937,000)	(7,151,000)	(7,371,000)	(7,600,000)
Property Appraiser	512-586	5,143,525	5,094,412	5,247,244	5,088,414	5,241,066	5,398,298	5,560,247	5,727,054
Tax Collector	513-586	4,567,164	4,906,468	5,002,727	4,932,000	5,079,960	5,283,158	5,494,484	5,714,263
Court Administration	540-601	221,008	222,954	213,225	204,425	210,967	217,775	224,863	232,249
Court Information Systems	540-713	19,687	12,279	10,705	10,705	10,705	10,705	10,705	10,705
Guardian Ad Litem	547-685	16,976	19,942	19,942	19,942	19,942	19,942	19,942	19,942
GAL Information Systems	547-713	2,669	2,513	2,770	2,770	2,770	2,770	2,770	2,770
Planning Department	817-515	753,595	986,992	998,467	973,467	995,841	1,018,808	1,042,382	1,066,581
Non-Operating General Fund	820-519	855,912	912,604	914,235	877,159	889,324	889,324	889,324	889,324
Tax Deed Applications	831-513	39,841	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	100,000	100,000	120,000	100,000	-	-	-	-
Line Item - COCA Contract	888-573	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Transfers	950-581	10,357,524	10,246,022	10,133,715	10,133,715	12,367,028	15,558,712	15,213,689	14,273,182
Primary Health Care	971-562	1,610,744	1,821,508	1,831,620	1,831,620	1,833,611	1,836,743	1,840,024	1,843,464
CRA-Payment	972-559	2,402,311	2,880,365	2,238,002	2,277,443	2,451,750	2,636,370	2,831,972	2,939,149
Budgeted Reserves -General Fund	990-519	2,771,200	-	-	-	-	-	-	-
Budgeted Reserves - General Fund	990-599	6,656,967	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Budgeted Contingency-Crime Prevention	991-599	-	87,783	-	-	-	-	-	-
Budgeted Reserves-Homestead Exemption	992-599	-	-	2,093,426	2,093,426	-	-	-	-
Total Appropriations		73,162,740	66,932,871	70,394,963	69,568,925	71,034,694	75,674,158	76,829,175	77,353,774
Revenues Less Appropriations		1,081,446	-	2,120,542	-	-	-	-	-

Leon County Fiscal Year 2019 Adopted Budget

General Fund (001)

During the FY 2019 budget process, County staff, through the on-going deliberate and targeted practices of Leon County government, including I2 (squared), and the leveraging of partnerships, have provided over \$1.271 million in new cost savings and avoidances prior to the development of the FY 2019 preliminary budget. Since FY 2013, over \$29.3 million in costs savings and avoidances have been realized to constrain budget growth and mitigate the necessity to raise fees, taxes or other revenues.

The General Fund (001) transfer to the capital projects (Fund 305) increased by \$536,388 over FY 2018. This increase in capital funding is the result of the ESCO Lease (Fund 221) being paid off in FY 2018 (providing \$484,000 in savings in FY 2019), and increased property tax revenues. In addition, the transfer to capital from the Municipal Services Fund (140) increased by \$563,612 bringing the total general revenue transfer to capital to \$1.1 million over FY 2018.

The County successfully negotiated a withdrawal from the Downtown CRA as well as negotiated millage parity in the Frenchtown/Southside CRA. Through this new agreement, beginning in FY 2019, the County will save \$1.0 million. As part of the FY 2019 preliminary budget, the \$1.0 million is being set aside in a reserve account to offset the potential future shortfall if the referendum passes. This savings, combined with the additional property tax revenue of \$1,093,426 included in the July 1st property tax certification from the Property Appraiser, brought the total Homestead Exemption reserve to \$2,093,426. The reserves will be used to assist with future year budget balancing if the additional \$25,000 homestead exemption passes on the November 6, 2018 general election ballot.

Leon County's budget is balanced without increasing the current 8.3144 millage rate. For FY 2019 due to an improved housing and commercial property market, property values increased by 6.56%, providing an additional \$8.0 million in property tax revenue. In addition, the Board appropriated \$2.0 million in fund balance, a decrease of \$500,000 from FY 2018. The use of this fund balance still leaves the general fund reserves within policy limits. Out years from FY 2020 to FY 2023 show an increase in the use of fund balance in FY 2020, funded from the reserve, due to the anticipated loss of property values from the additional homestead exemption previously referenced.

The out-year planned budgets do not reflect any property tax offset considered as part of the financial plan approved by the Board at the June 20, 2017 Budget Workshop. If the homestead referendum passes, the impacts will be considered as part of future budget processes.

Leon County Fiscal Year 2019 Adopted Budget

Supervisor of Elections (060)

Fund Type: General Fund

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Supervisor Of Elections	341550	10,956	-	-	-	-	-	-	-
Transfer From Fund 001	381001	4,217,942	4,291,300	4,150,267	4,150,267	5,485,328	4,267,194	4,771,605	4,474,175
Total Revenues		4,228,898	4,291,300	4,150,267	4,150,267	5,485,328	4,267,194	4,771,605	4,474,175
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
MIS Automation-SOE	470-513	14,480	15,440	15,381	15,381	15,381	15,381	15,381	15,381
Supervisor of Elections - Risk	495-513	16,104	16,105	16,687	16,687	16,687	16,687	16,687	16,687
Voter Registration	520-513	2,492,274	2,626,524	2,887,145	2,696,737	2,845,409	2,834,573	2,951,904	2,984,371
Elections	520-586	176,380	-	-	-	-	-	-	-
Elections	521-513	1,344,152	1,633,231	1,467,962	1,421,462	2,607,851	1,400,553	1,787,633	1,457,736
Elections	521-586	185,511	-	-	-	-	-	-	-
Total Appropriations		4,228,901	4,291,300	4,387,175	4,150,267	5,485,328	4,267,194	4,771,605	4,474,175
Revenues Less Appropriations		(3)	-	(236,908)	-	-	-	-	-

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 and general elections cycles and decreases in off year election cycles. The upcoming FY 2019 cycle is a non-presidential general election. The Supervisor of Elections budget reflects a total decrease of \$141,566 from FY 2018.

Leon County Fiscal Year 2019 Adopted Budget

Transportation Trust (106)

Fund Type: Special Revenue

The Transportation Trust Fund is a special revenue fund established by F.S. 129.02(2). Major revenue sources for the Transportation Trust Fund include proceeds from local and state gas taxes. 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 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
County Ninth-Cent Voted Fuel Tax	312300	1,447,062	1,492,925	1,528,900	1,452,455	1,488,766	1,525,985	1,564,134	1,603,237
Local Option Gas Tax	312410	3,751,390	3,730,365	3,942,300	3,745,185	3,838,814	3,934,784	4,033,154	4,133,983
2nd Local Option Gas Tax	312420	3,008,499	2,941,010	3,178,200	3,019,290	3,094,815	3,172,145	3,251,470	3,332,790
Federal Payments in Lieu of Taxes	333000	15,167	32,580	34,297	32,582	32,582	32,582	32,582	32,582
20% Surplus Gas Tax	335420	589,931	574,465	618,900	587,955	602,654	617,720	633,164	648,993
5th & 6th Cent Gas Tax	335430	2,359,724	2,322,750	2,476,000	2,352,200	2,411,005	2,471,281	2,533,063	2,596,390
Gas Tax Pour-Over Trust	335440	1,298,969	1,300,550	1,358,000	1,290,100	1,322,353	1,355,412	1,389,297	1,424,029
Other Transportation	335490	-	24,035	88,600	84,170	85,012	85,012	85,012	85,012
Hand Fogging Fees	342950	25	-	-	-	-	-	-	-
Service Area App Fees	343651	-	2,845	2,995	2,845	2,845	2,845	2,845	2,845
FDOT NPDES Reimbursement	343901	-	-	36,000	36,000	36,000	36,000	36,000	36,000
DOT Reimbursement-Landscape	343917	38,174	38,183	38,183	38,183	38,183	38,183	38,183	38,183
Grading Fee Public Works	343920	26,043	15,865	29,400	27,930	27,930	27,930	27,930	27,930
Traffic Signs	344910	491	532	551	523	523	523	523	523
Subdivision Fees	344911	1,635	4,085	1,700	1,615	1,631	1,647	1,663	1,681
R-O-W Placement Fees	344913	51,135	50,825	55,000	52,250	52,250	52,250	52,250	52,250
Signal Maintenance - State Reimb	344914	198,028	327,668	219,694	208,709	214,720	220,906	227,275	233,828
Pool Interest Allocation	361111	47,324	108,680	106,200	100,890	100,890	100,890	100,890	100,890
Interest Income - Other	361120	902	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(15,715)	-	-	-	-	-	-	-
Equipment Buyback	364100	-	-	378,947	360,000	-	-	-	-
Other Miscellaneous Revenue	369900	1,948	18,525	19,000	18,050	18,050	18,050	18,050	18,050
Transfer From Fund 123	381123	1,142,319	1,409,832	1,554,375	1,554,375	1,602,035	1,651,995	1,704,290	1,754,855
Transfer From Fund 126	381126	2,131,838	2,243,841	3,313,883	3,313,883	4,680,462	3,414,309	3,469,837	3,552,439
Total Revenues		16,094,889	16,639,561	18,981,124	18,279,190	19,651,520	18,760,449	19,201,612	19,676,490

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Support Services	400-541	636,894	604,072	643,397	635,167	651,125	667,698	684,916	702,811
Engineering Services	414-541	3,351,437	3,740,274	3,973,150	3,970,872	4,075,554	4,194,785	4,318,872	4,448,061
Transportation Maintenance	431-541	4,297,568	4,393,228	4,607,837	4,581,710	4,696,664	4,808,043	4,945,868	5,053,644
Right-Of-Way Management	432-541	2,310,681	2,863,387	2,966,921	2,965,534	3,060,507	3,148,588	3,229,959	3,315,317
MIS Automation - Transportation Trust	470-541	15,790	19,740	20,155	20,155	20,155	20,155	20,155	20,155
Transportation Trust - Risk	495-541	66,955	67,279	71,772	71,772	71,772	71,772	71,772	71,772
Indirect Costs - Transportation Trust	499-541	1,810,000	1,730,000	1,782,000	1,782,000	1,835,000	1,891,000	1,947,000	2,006,000
Transfers	950-581	3,038,599	3,546,581	4,241,980	4,241,980	5,230,743	3,948,408	3,973,070	4,048,730
Public Works Admin Chargebacks	978-541	-	(350,000)	-	-	-	-	-	-
Budgeted Reserves - Transport. Trust	990-599	-	25,000	25,000	10,000	10,000	10,000	10,000	10,000
Total Appropriations		15,527,924	16,639,561	18,332,212	18,279,190	19,651,520	18,760,449	19,201,612	19,676,490
Revenues Less Appropriations		566,965	-	648,912	-	-	-	-	-

Notes:

With the imposition of the 5 cents gas tax in FY 2014, the collections increased to \$2.7 million. The County determined that this additional revenue would be split 50/50 to be used for sidewalk projects and to reduce the general revenue transfer to the Transportation Trust Fund. Gas taxes are consumption based and can fluctuate with the price of gasoline and diesel. Recently, lower gas prices have seen consumption increase modestly. For FY 2018, revenue for this fund is estimated to increase by \$292,000.

For FY 2019, to provide sufficient resources for the capital program, the Board approved a \$10 million capital fund sweep. Of the \$10 million fund sweep, \$1.0 million was swept from the Transportation Trust Fund to support transportation related capital improvement projects.

Leon County Fiscal Year 2019 Adopted Budget

Fine and Forfeiture (110)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Ad Valorem - Fine/Fore. Fund	311120	72,869,626	74,884,672	83,221,236	79,060,174	83,472,015	86,936,016	90,714,943	94,706,956
Child Support Enforcement	331240	21,556	18,525	26,678	25,344	25,851	26,368	26,895	27,433
Title IV - Child Support Enforcement	331691	3,321	3,800	4,000	3,800	3,800	3,800	3,800	3,800
Sheriff Fees-Warrants, Fingerprints, Records	341520	361,906	357,770	402,101	381,996	381,996	381,996	381,996	381,996
Sheriff Fee-Public Records	341521	-	-	49,642	49,642	50,138	50,639	51,145	51,656
Sheriff Wrecker Services	341525	59,278	66,690	73,298	69,633	70,329	71,032	71,743	72,460
Room And Board - Prisoners	342300	475,897	481,175	531,479	504,905	509,954	515,054	520,205	525,407
Court Fines	351120	36,543	30,400	34,126	32,420	33,620	34,863	36,153	37,491
Crime Prevention (fs 775.083(2))	351150	86,661	95,000	78,000	74,100	76,000	76,950	78,850	80,750
Pool Interest Allocation	361111	123,405	230,185	326,316	310,000	313,100	316,231	319,394	322,588
Net Incr(decr) In Fmv Of Investment	361300	(4,040)	-	-	-	-	-	-	-
Sheriff F.S. 125.315	361330	32,941	-	-	-	-	-	-	-
Sheriff Excess Fees	386400	419,320	-	-	-	-	-	-	-
Total Revenues		74,486,414	76,168,217	84,746,876	80,512,014	84,936,803	88,412,949	92,205,124	96,210,537

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
MIS Automation - State Attorney	470-602	25,066	24,180	24,905	24,905	24,905	24,905	24,905	24,905
MIS Automation - Public Defender	470-603	43,203	41,885	42,890	42,890	42,890	42,890	42,890	42,890
Fine & Forfeiture - Risk	495-689	285,199	231,502	232,957	232,957	232,957	232,957	232,957	232,957
Diversionary Programs	508-569	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Law Enforcement	510-586	38,260,657	38,397,084	41,417,465	41,417,465	44,144,865	46,225,631	48,426,891	50,755,866
Corrections	511-586	34,553,755	35,538,002	36,833,566	36,833,566	38,504,542	39,997,981	41,580,144	43,256,582
State Attorney	532-602	102,983	98,600	118,600	118,600	118,600	118,600	118,600	118,600
State Attorney	532-713	12,658	13,134	14,700	14,700	14,700	14,700	14,700	14,700
Public Defender	533-603	116,829	118,525	118,525	118,525	118,525	118,525	118,525	118,525
Public Defender	533-713	19,294	17,483	17,865	17,865	17,865	17,865	17,865	17,865
Clerk - Article V Expenses	537-614	407,457	425,198	420,627	420,627	429,040	437,621	446,373	446,373
Legal Aid	555-715	257,500	259,914	259,914	259,914	259,914	134,914	134,914	134,914
Juvenile Detention Payment - State	620-689	845,180	877,710	900,000	900,000	918,000	936,360	936,360	936,360
Transfers	950-581	750,000	-	-	-	-	-	-	-
Budgeted Reserves - Fine and Forfeiture	990-599	-	25,000	25,000	10,000	10,000	10,000	10,000	10,000
Total Appropriations		75,779,781	76,168,217	80,527,014	80,512,014	84,936,803	88,412,949	92,205,124	96,210,537
Revenues Less Appropriations		(1,293,367)	-	4,219,862	-	-	-	-	-

Notes:

The County implemented and maintained the countywide millage rate of 8.3144 for FY 2018. Additional information regarding this levy is located on the General Fund page. The overall increase to the Sheriff's budget is \$5.8% or \$4.3 million. Additional increases include personnel costs for a total of 14 new positions: four new Road Patrol Deputy positions; three School Resource Officers (SRO), which are funded 100% by the School Board; one Cyber-Crime Detective; one Fleet Mechanic; one Records Technician in Law Enforcement, and four Correctional Officers for the Detention Center. There is also funding to purchase 26 new Sheriff patrol vehicles for \$1.2 million.

In addition, \$20,000 is included in the State Attorney's budget for the establishment of a Diversionary Program for pre-arrest and post-arrest diversionary option for the State Attorney to reduce recidivism. This directly supports the 2017-2021 Strategic Plan to reduce recidivism by establishing pretrial alternatives to low level and non-violent offenders.

The out-year planned budgets do not reflect any property tax offset considered as part of the financial plan approved by the Board at the June 20, 2017 Budget Workshop. If the homestead referendum passes, the impacts will be considered as part of future budget processes.

Leon County Fiscal Year 2019 Adopted Budget

Probation Services (111)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Sheriff GPS Program	337281	100,000	100,000	100,000	100,000	100,000	-	-	-
City Of Tallahassee - GPS Tracking	337285	45,897	-	-	-	-	-	-	-
Library Fees	347100	828	-	-	-	-	-	-	-
County Court Probation Fees	349120	306,462	323,000	300,000	285,000	287,850	290,700	293,550	296,400
Community Service Fees	349122	86,796	58,900	97,000	92,150	93,154	94,160	95,159	96,158
Probation-no Show Fees	349125	15,350	21,850	18,000	17,100	16,910	16,720	16,625	16,435
Pre-trial Fees	349130	69,659	72,200	68,600	65,170	67,112	69,146	71,282	73,414
SCRAM Unit User Fees	349135	29,809	68,305	63,800	60,610	61,180	61,847	62,416	63,077
Alternative Community Service Fees	349140	38,566	39,520	39,000	37,050	37,430	37,810	37,430	37,050
UA Testing Fees	349147	167,463	171,950	170,000	161,500	166,250	171,950	176,700	182,400
Alcohol Testing Fees	349148	58,874	70,680	74,400	70,680	71,345	72,010	72,770	73,530
Pool Interest Allocation	361111	14,985	24,605	27,100	25,745	25,745	25,745	25,745	25,745
Net Incr(decr) In Fmv Of Investment	361300	(5,400)	-	-	-	-	-	-	-
Transfer From Fund 001	381001	2,128,404	1,864,171	2,039,191	2,039,191	2,176,910	2,441,981	2,737,156	2,837,376
Appropriated Fund Balance	399900	-	366,000	325,000	325,000	275,000	200,000	-	-
Total Revenues		3,057,693	3,181,181	3,322,091	3,279,196	3,378,886	3,482,069	3,588,833	3,701,585
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
MIS Automation - Probation Services	470-523	12,110	11,915	12,236	12,236	12,236	12,236	12,236	12,236
Probation Services - Risk	495-523	16,003	27,310	20,829	20,829	20,829	20,829	20,829	20,829
Indirect Costs - Probation Services	499-523	638,000	638,000	725,000	625,000	644,000	663,000	683,000	703,000
County Probation	542-523	1,069,546	1,163,145	1,258,603	1,237,417	1,281,784	1,328,127	1,375,817	1,427,109
Pretrial Release	544-523	1,055,385	1,186,589	1,229,916	1,229,551	1,262,485	1,296,814	1,332,248	1,369,934
Drug & Alcohol Testing	599-523	135,792	154,222	154,243	154,163	157,552	161,063	164,703	168,477
Total Appropriations		2,926,836	3,181,181	3,400,827	3,279,196	3,378,886	3,482,069	3,588,833	3,701,585
Revenues Less Appropriations		130,857	-	(78,736)	-	-	-	-	-

Notes:

For FY 2019, the budget includes a \$2.04 million general revenue subsidy to the Probation Services fund. For FY 2019, \$325,000 in fund balance is programmed. The use of fund balance is reduced in the out years as the fund depletes reserves and relies more on a general revenue transfers by 2022. The revenue for the fund also reflects additional resources provided by the Sheriff in the amount of \$100,000 available from the Inmate Trust Fund. This funding will assist in offsetting the cost of the GPS Monitoring Program.

Leon County Fiscal Year 2019 Adopted Budget

Teen Court (114)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Mediation Fees	349310	6	-	-	-	-	-	-	-
Teen Court Fees	351500	80,555	86,144	84,700	80,465	84,455	88,730	93,195	98,230
Total Revenues		80,561	86,144	84,700	80,465	84,455	88,730	93,195	98,230

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Teen Court - Risk	495-662	1,582	1,590	1,650	1,650	1,650	1,650	1,650	1,650
Indirect Costs - Teen Court	499-662	9,000	9,000	8,000	8,000	8,000	8,000	9,000	9,000
Court Administration - Teen Court	586-662	80,546	75,554	114,806	70,815	74,805	79,080	82,545	87,580
Total Appropriations		91,128	86,144	124,456	80,465	84,455	88,730	93,195	98,230
Revenues Less Appropriations		(10,567)	-	(39,756)	-	-	-	-	-

Notes:

The decrease in expenditures coincides with a decrease in the \$3.00 fee revenue collected from traffic citations. The fund balance was depleted in FY 2017. Out-year revenue projections show an anticipated increase in revenue to meet program expenditures. However, if revenues fail to meet projections, then the program will require additional costs reductions or shifting of the costs to other sources of court funding.

Leon County Fiscal Year 2019 Adopted Budget

Drug Abuse Trust (116)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
County Alcohol Tf (fs 938.13)	348125	7,628	6,400	7,700	7,700	7,700	7,700	7,700	7,700
Felony Drug Intervention	348241	46,832	97,736	92,100	87,495	100,605	115,710	133,000	152,950
Pool Interest Allocation	361111	33	-	-	-	-	-	-	-
Total Revenues		54,493	104,136	99,800	95,195	108,305	123,410	140,700	160,650
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Drug Abuse	800-562	52,271	96,038	97,051	87,068	100,053	115,032	132,322	152,272
Budgeted Reserves - Drug Court	990-599	-	8,098	8,127	8,127	8,252	8,378	8,378	8,378
Total Appropriations		52,271	104,136	105,178	95,195	108,305	123,410	140,700	160,650
Revenues Less Appropriations		2,222	-	(5,378)	-	-	-	-	-

Notes:

The Drug Court Program saw an increase in the number of participants in the program in FY2018. The trend is expected to continue in FY 2019.

Leon County Fiscal Year 2019 Adopted Budget

Judicial Programs (117)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Court Innovations Local Requirement	348921	54,451	57,855	55,900	53,105	54,698	56,339	58,029	59,770
Legal Aid Local Ordinance	348922	54,451	57,855	55,900	53,105	54,698	56,339	58,029	59,770
Law Library Local Ordinance	348923	54,451	57,855	55,900	53,105	54,698	56,339	58,029	59,770
Juvenile Alternative Local Ordinance	348924	54,451	57,855	55,900	53,105	54,698	56,339	58,029	59,770
Leon County	349510	(17)	-	-	-	-	-	-	-
Fees	349600	8	-	-	-	-	-	-	-
Pool Interest Allocation	361111	3,517	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	47,218	109,065	109,065	63,712	68,713	73,691	76,414
Total Revenues		221,312	278,638	332,665	321,485	282,504	294,069	305,807	315,494

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Judicial Programs - Risk	495-569	1,102	1,182	1,242	1,242	1,242	1,242	1,242	1,242
Indirect Costs - Judicial Programs	499-601	2,200	3,000	1,000	1,000	1,000	1,000	1,000	1,000
Alternative Juvenile Programs	509-569	77,694	58,578	60,305	60,305	64,503	68,961	73,321	75,335
Law Library	546-714	-	57,855	58,434	53,105	54,698	56,339	58,029	59,770
Judicial Programs/Article V	548-662	36,286	100,168	175,493	152,728	106,363	110,188	114,186	118,377
Legal Aid - Court	555-715	44,000	57,855	58,434	53,105	54,698	56,339	58,029	59,770
Total Appropriations		161,282	278,638	354,908	321,485	282,504	294,069	305,807	315,494
Revenues Less Appropriations		60,030	-	(22,243)	-	-	-	-	-

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. For the out years, an increased use of fund balance will be required to meet the requirements of various court related programs such as Teen Court and Veteran's Court and potentially Drug Court if revenues do not increase to support these discrete programs.

Leon County Fiscal Year 2019 Adopted Budget

Building Inspection (120)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Building Permits	322000	2,182,093	1,976,950	1,939,000	1,842,050	1,934,153	2,050,202	2,173,213	2,303,607
Manufactured Homes	322005	31,192	49,210	42,300	40,185	42,194	44,304	46,520	48,845
Stormwater - Short Form A	329112	(252)	-	-	-	-	-	-	-
Building/Environmental Inspections	329114	14,292	42,845	57,200	54,340	57,057	59,910	62,905	66,051
Contractor's Licenses	329140	8,719	8,265	8,800	8,360	8,778	9,217	9,678	10,161
Project Status	329240	(90)	-	-	-	-	-	-	-
Electronic Document Recording Fee	329290	8,483	-	-	-	-	-	-	-
State Surcharge Retention	335291	6,585	-	-	-	-	-	-	-
Driveway Permit Fees	343930	4,275	15,726	-	-	-	-	-	-
Reinspection Fees	349100	-	95	-	-	-	-	-	-
Pool Interest Allocation	361111	29,587	51,300	59,400	56,430	56,430	56,430	56,430	56,430
Net Incr(decr) In Fmv Of Investment	361300	(10,866)	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	257,632	282,007	282,007	259,992	217,671	171,115	121,045
Total Revenues		2,274,018	2,402,023	2,388,707	2,283,372	2,358,604	2,437,734	2,519,861	2,606,139
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
New General Vehicle and Equipment	026018-519	28,841	-	-	-	-	-	-	-
Growth & Environmental Management Technology	076055-524	740	-	-	-	-	-	-	-
Building Plans Review and Inspection	220-524	1,525,339	1,902,799	2,151,262	1,889,750	1,953,982	2,021,112	2,091,239	2,164,517
MIS Automation - Building Inspection	470-524	2,900	2,770	2,858	2,858	2,858	2,858	2,858	2,858
Building Inspection	495-524	7,049	8,170	9,764	9,764	9,764	9,764	9,764	9,764
Indirect Costs - Building Inspections	499-524	244,000	305,000	381,000	381,000	392,000	404,000	416,000	429,000
Transfers	950-581	70,000	75,000	-	-	-	-	-	-
Budgeted Reserves - Building Inspection	990-599	-	108,284	-	-	-	-	-	-
Total Appropriations		1,878,869	2,402,023	2,544,884	2,283,372	2,358,604	2,437,734	2,519,861	2,606,139
Revenues Less Appropriations		395,149	-	(156,177)	-	-	-	-	-

Notes:

Revenues reflect a slight decrease in FY 2019 based on an anticipated leveling in commercial and housing construction permitting. Likewise, expenses decreased due to a shifting of workload between Building Inspection and the Development Support Services and Permit and Code divisions in the Development Services and Environmental Management Fund (121). The use of fund balance also increased, but is programmed to decline in the out years as growth is anticipated to increase permitting revenue.

Leon County Fiscal Year 2019 Adopted Budget

Development Services & Environ. Mgmt. Fund (121)

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Building Permits	322000	946	-	-	-	-	-	-	-
Licenses And Permits	322100	-	1,355,650	1,515,000	1,439,250	1,482,950	1,526,650	1,573,200	1,619,750
Stormwater - Standard Form	329100	198,784	-	-	-	-	-	-	-
Stormwater - Short Form B-High	329110	24,730	-	-	-	-	-	-	-
Stormwater - Short Form B-Low	329111	50,486	-	-	-	-	-	-	-
Stormwater - Short Form A	329112	181,662	-	-	-	-	-	-	-
New Address Assignments	329113	42,672	-	-	-	-	-	-	-
Tree Permits	329120	2,882	-	-	-	-	-	-	-
Vegetative Management Plans	329121	1,080	-	-	-	-	-	-	-
Landscape Permit Fees	329130	16,202	-	-	-	-	-	-	-
Amend/Resubmittal/Extensions	329150	8,760	-	-	-	-	-	-	-
General Utility Permit	329160	14,190	-	-	-	-	-	-	-
Operating Permit	329170	56,376	-	-	-	-	-	-	-
Communications Tower Bonds	329171	5,226	-	-	-	-	-	-	-
Subdivision Exemptions	329200	35,568	-	-	-	-	-	-	-
Certificate Of Concurrency	329210	15,465	-	-	-	-	-	-	-
Parking Standards	329220	1,200	-	-	-	-	-	-	-
Project Status	329240	86,896	-	-	-	-	-	-	-
PUV - Permitted Use Verification	329250	26,894	-	-	-	-	-	-	-
Site Plan Review	329260	66,860	-	-	-	-	-	-	-
Other Development Review Fees	329270	40,905	-	-	-	-	-	-	-
Electronic Document Recording Fee	329290	945	-	-	-	-	-	-	-
Code or Lien Cost Recovery Fee	341300	20,520	19,000	20,800	19,760	19,950	20,140	20,330	20,520
Driveway Permit Fees	343930	32,061	15,726	40,900	38,855	39,615	40,470	41,230	42,085
Environmental Analysis	343941	54,151	-	-	-	-	-	-	-
Boaa Variance Requests	343950	1,200	-	-	-	-	-	-	-
Reinspection Fees	349100	14,552	-	-	-	-	-	-	-
Code Enforcement Board Fines	354100	10,237	15,200	14,600	13,870	14,155	14,440	14,725	15,010
Pool Interest Allocation	361111	3,337	9,310	10,500	9,975	9,975	9,975	9,975	9,975
Other Miscellaneous Revenue	369900	2,416	-	-	-	-	-	-	-
Conservation Easements	369901	43	-	-	-	-	-	-	-
Abandon Property Registration Fee	369905	29,700	57,000	30,200	28,690	28,975	29,260	29,545	29,830
Transfer From Fund 126	381126	1,950,000	2,375,000	2,554,379	2,554,379	2,673,604	2,761,509	2,851,076	2,947,131
Appropriated Fund Balance	399900	-	100,000	-	-	-	-	-	-
Total Revenues		2,996,946	3,946,886	4,186,379	4,104,779	4,269,224	4,402,444	4,540,081	4,684,301

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Environmental Services	420-537	1,485,598	1,559,229	1,570,323	1,569,082	1,619,551	1,672,028	1,726,247	1,783,363
Development Services	422-537	820,015	800,523	843,040	840,265	867,100	895,134	924,432	955,067
Permit & Code Services	423-537	547,248	421,327	501,602	501,602	535,358	549,710	564,687	580,317
DS Support Services	424-537	253,974	281,357	354,454	354,454	382,592	394,390	406,648	419,386
Customer Engagement Services	426-537	-	251,920	204,700	204,700	211,947	219,506	227,391	235,492
MIS Automation - Growth Management	470-537	15,625	14,785	15,091	15,091	15,091	15,091	15,091	15,091
Growth Management - Risk	495-537	16,361	16,244	17,585	17,585	17,585	17,585	17,585	17,585
Indirect Costs - Growth Management	499-537	-	601,501	602,000	602,000	620,000	639,000	658,000	678,000
Transfer	950-581	191,000	-	-	-	-	-	-	-
Total Appropriations		3,329,821	3,946,886	4,108,795	4,104,779	4,269,224	4,402,444	4,540,081	4,684,301
Revenues Less Appropriations		(332,875)	-	77,584	-	-	-	-	-

Leon County Fiscal Year 2019 Adopted Budget

Development Services & Environ. Mgmt. Fund (121)

Notes:

While permitting activity has increased, many projects are being submitted under newer permitting review thresholds. Changes made to expedite the development review and approval process, such as the Administrative Stream lined Application Process (ASAP) and the Concept Plan Approval, have resulted in an overall reduction in the amount of fees collected by DSEM. This lower permitting review threshold has a lower application fee resulting has impacted revenue. For FY 2019, a modest revenue increase is anticipated, and an increase in the transfer from general revenue by \$179,379 to maintain current levels of service.

Beginning in the recession, DSEM fund balances and increased general revenue transfers were utilized to maintain the level of service to the development community while correspondingly not increasing development fees. While development fee collections are beginning to return to normal levels, additional time is necessary for DSEM fund balances to also return to normal levels. Therefore, for FY 2019 and the out years, the use of fund balance has been eliminated offset by an increase general revenue support which will be up \$2.9 million in FY 2023. Long term approaches to balancing general revenue support, fee levels and the use of fund balances will be evaluated.

Leon County Fiscal Year 2019 Adopted Budget

Stormwater Utility (123)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Delinquent Taxes	311200	-	33,250	37,000	35,150	35,150	35,150	35,150	35,150
Non Ad-valorem Assessment	319100	3,361,940	3,323,319	3,552,345	3,374,728	3,442,222	3,511,067	3,581,288	3,652,914
Delinquent Assessments 2006	319206	250	-	-	-	-	-	-	-
Delinquent Assessments 2007	319207	218	-	-	-	-	-	-	-
Delinquent Taxes 2008	319208	75	-	-	-	-	-	-	-
Delinquent Assessment - 2009	319209	64	-	-	-	-	-	-	-
Delinquent Assessments-2011	319211	85	-	-	-	-	-	-	-
Delinquent Assessments 2012	319212	177	-	-	-	-	-	-	-
Delinquent Assessments 2013	319213	4,164	-	-	-	-	-	-	-
Delinquent Assessments-2014	319214	12,167	-	-	-	-	-	-	-
Delinquent Assessments-2015	319215	18,766	-	-	-	-	-	-	-
Pool Interest Allocation	361111	23,450	33,440	66,700	63,365	63,365	63,365	63,365	63,365
Net Incr(decr) In Fmv Of Investment	361300	(5,301)	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	2,087	-	-	-	-	-	-	-
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	574,463	976,846	1,155,627	1,155,627	1,212,066	1,288,132	1,412,768	1,482,019
Total Revenues		4,792,605	5,166,855	5,611,672	5,428,870	5,552,803	5,697,714	5,892,571	6,033,448
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Stormwater Maintenance	433-538	2,780,576	3,265,372	3,412,479	3,374,244	3,437,593	3,519,621	3,648,262	3,724,654
MIS Automation - Stormwater	470-538	-	75	100	100	100	100	100	100
Stormwater Utility - Risk	495-538	15,628	15,656	-	-	-	-	-	-
Indirect Costs - Stormwater Utility	499-538	442,000	390,000	428,000	428,000	441,000	454,000	468,000	482,000
Tax Collector	513-586	67,960	65,920	65,920	65,920	65,920	65,920	65,920	65,920
Transfers	950-581	1,142,319	1,409,832	1,554,375	1,554,375	1,602,035	1,651,995	1,704,290	1,754,855
Budgeted Reserves - Stormwater Utility	990-599	-	20,000	20,000	6,231	6,155	6,078	5,999	5,919
Total Appropriations		4,448,483	5,166,855	5,480,874	5,428,870	5,552,803	5,697,714	5,892,571	6,033,448
Revenues Less Appropriations		344,122	-	130,798	-	-	-	-	-

Notes:

In FY 2014, the County implemented the first increase in 23 years of the stormwater non ad valorem assessment from \$20 to \$85. This allowed for the general revenue subsidy to be decreased by \$2.5 million dollars. The current general revenue subsidy covers the cost of the modest fee discount for low income seniors, disabled veterans and properties that receive a stormwater credit discount, as specified in the related ordinance. The increase in general revenue support for FY 2019 is primarily due a re evaluation of the workload of the Public Works Engineering staff related to stormwater projects. Workload is evaluated on an annual basis, and as was the case in FY 2018, the number of stormwater related projects has increased necessitating the utilization of Engineering staff to work on stormwater projects. The transfer of \$800,000 from transportation covers the costs of stormwater maintenance activity related to roadways.

For FY 2019, to provide sufficient resources for the capital program, the Board approved a \$10 million capital fund sweep. Of the \$10 million fund sweep, \$1.15 million was swept from the Stormwater Utility Fund to support stormwater related capital improvement projects. The fund sweep will support the planned capital improvement program through FY 2020.

Leon County Fiscal Year 2019 Adopted Budget

SHIP Trust (124)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
SHIP - Doc Stamp Revenue	345100	325,630	426,361	167,323	167,323	-	-	-	-
SHIP Recaptured Revenue	345150	882	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	682	-	-	-	-	-	-	-
Total Revenues		327,194	426,361	167,323	167,323	-	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
SHIP 2014-2017	932047-554	310,934	-	-	-	-	-	-	-
SHIP Disaster Fund	932050-554	14,695	-	-	-	-	-	-	-
SHIP 2017-2020	932052-554	882	384,361	-	-	-	-	-	-
SHIP 2018-2021	932053-554	-	-	167,323	167,323	-	-	-	-
Transfers	950-581	-	42,000	-	-	-	-	-	-
Total Appropriations		326,511	426,361	167,323	167,323	-	-	-	-
Revenues Less Appropriations		683	-	-	-	-	-	-	-

Notes:

The State appropriated funding for SHIP during the FY 2018 legislative session. The amount of SHIP funding allocated for Leon County is \$167,323, a 60.7% decrease over previous year funding. This is a significant decrease and will result in fewer housing projects being completed in Leon County.

Leon County Fiscal Year 2019 Adopted 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 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Ox Bottom Manor HOA	325100	36,221	-	-	-	-	-	-	-
EMPG Base Grant-Federal	331271	45,053	85,801	-	-	-	-	-	-
Law Enforcement Block Grant	331280	38,356	40,000	40,000	40,000	40,000	40,000	40,000	40,000
CDBG Housing Rehabilitation	331520	234,753	-	-	-	-	-	-	-
CDBG Disaster Recovery Initiative	331530	(8,643)	-	-	-	-	-	-	-
Disaster Recovery Enhancement Grant	331531	(40,484)	-	-	-	-	-	-	-
DCF Drug Court	334240	43,752	-	-	-	-	-	-	-
EMPA Base Grant-State	334271	62,650	121,506	-	-	-	-	-	-
EM-SHSGP Federal Grant	334272	18,496	-	-	-	-	-	-	-
NWFWMB Springs Restoration Grant	334353	411,427	-	-	-	-	-	-	-
Robertson Road Flood Relief	334367	(5,735)	-	-	-	-	-	-	-
Dep Storage Tank Program	334392	104,933	112,500	189,000	189,000	189,000	189,000	189,000	189,000
DOT - North Monroe Street Grant	334491	188,692	-	-	-	-	-	-	-
FDOT-Magnolia Drive Trail	334492	259,806	-	-	-	-	-	-	-
Florida Hardest Hit Program	334512	2,866	-	-	-	-	-	-	-
Qualified Targeted Industry	334513	353,068	-	-	-	-	-	-	-
Mosquito Control	334610	33,487	31,540	32,468	32,468	32,468	32,468	32,468	32,468
Miccosukee Canopy Road Greenways	334785	166,925	-	-	-	-	-	-	-
Boating Improvement	334792	177,666	-	-	-	-	-	-	-
Veteran's Court Funds	334891	87,010	125,000	125,000	125,000	125,000	125,000	125,000	125,000
COT Reimb Magnolia Dr Trail	337405	173,159	-	-	-	-	-	-	-
BP 2000 Magnolia Dr Multiuse Trail	337406	367,439	-	-	-	-	-	-	-
TCC-Leon Works Expo	337501	51,241	-	-	-	-	-	-	-
BP 2000 St. Marks Greenway	337702	15,588	-	-	-	-	-	-	-
Friends Of The Library	337714	11,082	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Slosberg \$3 Driver Education	348531	-	84,835	86,400	82,080	83,311	84,560	85,829	87,117
Slosberg Driver Ed-cfwd	348532	84,828	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(16,207)	-	-	-	-	-	-	-
Capacity Fee	363244	(172,186)	-	-	-	-	-	-	-
Contributions And Donations	366000	29,343	-	-	-	-	-	-	-
Community Foundation of N Florida	366310	163	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	7	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	267,079	197,184	197,184	200,865	204,696	208,685	212,837
Total Revenues		2,754,756	883,261	685,052	680,732	685,644	690,724	695,982	701,422

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Fred George Park	043007-572	-	-	150,000	-	-	-	-	-
Miccosukee Greenways	044003-537	103,843	-	-	-	-	-	-	-
St. Marks Headwaters Greenways	047001-572	15,588	-	-	-	-	-	-	-
Pullen Road at Old Bainbridge Road	053002-541	56,427	-	-	-	-	-	-	-
Beech Ridge Trail Extension	054010-541	1,000	-	-	-	-	-	-	-
Magnolia Drive Multi-Use Trail	055010-541	800,403	-	-	-	-	-	-	-
Community and Safety Mobility	056005-541	36,221	-	-	-	-	-	-	-
Intersection and Safety Improvements	057001-541	13,091	-	-	-	-	-	-	-
SR 20 / Geddie Road Project	057008-541	225,000	-	-	-	-	-	-	-
NWFWMD Grant-Woodside Heights	061002-535	411,427	-	-	-	-	-	-	-
Mosquito Control Grant	214-562	33,487	31,540	32,468	32,468	32,468	32,468	32,468	32,468

Leon County Fiscal Year 2019 Adopted Budget

Grants (125)

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Grants - Risk	495-595	1,690	1,702	1,787	1,787	1,787	1,787	1,787	1,787
Emergency Management	864-525	32,182	121,155	121,155	121,155	121,155	121,155	121,155	121,155
DEP Storage Tank	866-524	152,874	166,722	170,487	170,487	175,399	180,479	185,737	191,177
Patron Donations- Library	913023-571	28,487	-	-	-	-	-	-	-
Capeloute Donation	913024-571	856	-	-	-	-	-	-	-
Friends Literacy Contract 2005	913045-571	11,082	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Slosberg Drivers Education Grant	915013-529	84,835	84,835	84,835	84,835	84,835	84,835	84,835	84,835
Community Foundation of N Florida	915058-519	163	-	-	-	-	-	-	-
Leon Works/Junior Apprentice	915068-551	51,242	-	-	-	-	-	-	-
Boating Improvement	921043-572	177,666	-	-	-	-	-	-	-
BP Horizon Oil Spill	925017-559	80,000	-	-	-	-	-	-	-
Woodville Height Sewer Project	926155-535	2,668	-	-	-	-	-	-	-
Florida Hardest Hit Program	932016-554	2,866	-	-	-	-	-	-	-
CDBG 2013 Community Development Block Grant	932077-554	234,754	-	-	-	-	-	-	-
DCF Drug Court Grant	943085-622	39,585	-	-	-	-	-	-	-
Veteran's Court	944010-601	117,600	125,000	138,838	125,000	125,000	125,000	125,000	125,000
Emergency Mgmt.-(EMPG) Base Grant-Federal	952001-525	45,053	85,801	-	-	-	-	-	-
Emergency Mgmt.-(EMPA) Base Grant-State	952002-525	62,651	121,506	-	-	-	-	-	-
EM-SHSGP Federal Grant	952003-525	18,496	-	-	-	-	-	-	-
FDLE JAG Grant	982061-521	-	40,000	40,000	40,000	40,000	40,000	40,000	40,000
FDLE JAG Pre-Trial FY17	982062-521	38,355	-	-	-	-	-	-	-
EDC/Qualified Targeted Industry Grant Match Funds	983016-541	500,000	-	-	-	-	-	-	-
	991-595	-	90,000	90,000	90,000	90,000	90,000	90,000	90,000
Total Appropriations		3,379,592	883,261	844,570	680,732	685,644	690,724	695,982	701,422
Revenues Less Appropriations		(624,836)	-	(159,518)	-	-	-	-	-

Note:

Due to accumulation of fund balance, a general revenue transfer was not required for grant match funding in FY 2019.

Leon County Fiscal Year 2019 Adopted Budget

Non-Countywide General Revenue (126)

Fund Type: Special Revenue

The Non County wide General Revenue Fund is a special revenue fund originally established as part of the 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 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Local Communication Svcs Tax	315000	3,330,698	3,292,265	3,440,000	3,268,000	3,333,360	3,400,027	3,468,028	3,537,389
State Revenue Sharing	335120	5,538,479	5,591,249	5,947,000	5,649,650	5,819,700	5,994,500	6,174,050	6,359,300
Insurance Agents County	335130	52,037	65,446	68,900	65,455	66,120	66,785	67,450	68,115
Mobile Home Licenses	335140	24,253	27,560	22,840	21,698	21,917	22,135	22,354	22,582
Alcoholic Beverage Licenses	335150	99,765	94,240	103,800	98,610	100,605	102,600	104,595	106,780
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	12,414,836	12,463,050	13,420,091	12,749,086	13,195,500	13,657,200	14,135,050	14,630,000
Pool Interest Allocation	361111	-	133,027	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(8,383)	-	-	-	-	-	-	-
Refund Of Prior Year Expenses	369300	31,391	-	-	-	-	-	-	-
Total Revenues		21,706,326	21,878,925	23,225,881	22,064,587	22,749,290	23,455,335	24,183,615	24,936,254

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Transfers	950-581	21,401,338	21,878,925	22,064,587	22,064,587	22,749,290	23,455,335	24,183,615	24,936,254
Total Appropriations		21,401,338	21,878,925	22,064,587	22,064,587	22,749,290	23,455,335	24,183,615	24,936,254
Revenues Less Appropriations		304,988	-	1,161,294	-	-	-	-	-

Note:

Increases in 1/2 Cent Sales Tax and State Shared revenue reflect an improving economy and consumer spending. Total projections for these funds are slightly above the FY 2006 pre recession collections. However, while the current fiscal year revenues are meeting the projected forecast, the FY 2019 forecast is estimated to increase by 2% over FY 2018.

Leon County Fiscal Year 2019 Adopted Budget

Grants - Interest Bearing (127)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
DOH-Emergency Medical Services	334201	40,451	60,000	60,000	60,000	60,000	60,000	60,000	60,000
DOH-State EMS Matching Grant	334202	81,994	-	-	-	-	-	-	-
Tree Bank Donations	337410	1,823	-	-	-	-	-	-	-
Friends Endowment	337716	34,991	-	-	-	-	-	-	-
Parks And Recreation	347200	9,676	-	-	-	-	-	-	-
Pool Interest Allocation	361111	4,429	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(4,108)	-	-	-	-	-	-	-
Transfer From Fund 135	381135	17,352	-	-	-	-	-	-	-
Total Revenues		186,608	60,000	60,000	60,000	60,000	60,000	60,000	60,000

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Friends Endowment 2005	913115-571	37,088	-	-	-	-	-	-	-
Tree Bank	921053-541	2,332	-	-	-	-	-	-	-
Amtrak Community Room	921064-572	760	-	-	-	-	-	-	-
Miccosukee Community Center	921116-572	1,903	-	-	-	-	-	-	-
Miccosukee Community Center	921126-572	875	-	-	-	-	-	-	-
Woodville Community Center	921136-572	900	-	-	-	-	-	-	-
Ft. Braden Community Center	921146-572	4,047	-	-	-	-	-	-	-
Bradfordville Community Center	921156-572	3,015	-	-	-	-	-	-	-
EMS/DOH - EMS Equipment	961045-526	40,451	60,000	60,000	60,000	60,000	60,000	60,000	60,000
EDC/Qualified Targeted Industry	961052-526	43,700	-	-	-	-	-	-	-
EMS/DOH-Matching Grant M4254	961053-526	39,375	-	-	-	-	-	-	-
EMS/DOH-Matching Grant M5054	961055-526	26,250	-	-	-	-	-	-	-
Total Appropriations		200,696	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Revenues Less Appropriations		(14,088)	-	-	-	-	-	-	-

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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 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
State Revenue Sharing Enhanced 911 Fee	335220	465,365	428,450	531,000	504,450	513,950	524,400	534,850	545,300
State Revenue Sharing Enhanced 911 DMS	335221	814,574	758,100	814,000	773,300	796,100	820,800	845,500	870,200
Pool Interest Allocation	361111	5,213	-	3,200	3,040	3,040	3,040	3,040	3,040
Total Revenues		1,285,152	1,186,550	1,348,200	1,280,790	1,313,090	1,348,240	1,383,390	1,418,540
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Enhanced E-911-Administration	180-525	369,791	1,181,550	1,329,860	1,223,830	1,173,355	1,186,898	1,200,484	1,213,603
Enhanced 9-1-1	180-586	677,650	-	-	-	-	-	-	-
MIS Automation	470-525	-	-	-	14,725	14,725	14,725	14,725	14,725
MIS Automation - Emergency Management/E911	470-586	-	-	14,725	-	-	-	-	-
Insurance for E-911	495-525	-	-	2,235	2,235	2,235	2,235	2,235	2,235
Indirect Costs - Emergency 911	499-525	7,000	5,000	40,000	40,000	41,000	42,000	44,000	45,000
Transfers	950-581	600,000	-	-	-	81,775	102,382	121,946	142,977
Total Appropriations		1,654,441	1,186,550	1,386,820	1,280,790	1,313,090	1,348,240	1,383,390	1,418,540
Revenues Less Appropriations		(369,289)	-	(38,620)	-	-	-	-	-

Leon County Fiscal Year 2019 Adopted Budget

Radio Communication Systems (131)

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Radio Communications Program	351600	231,615	254,125	287,000	272,650	269,895	267,235	264,575	261,250
Pool Interest Allocation	361111	296	-	3,800	3,610	3,610	3,610	3,610	3,610
Transfer From Fund 001	381001	1,090,696	1,435,801	1,237,633	1,237,633	1,281,566	1,326,639	1,372,984	1,240,000
Total Revenues		1,322,607	1,689,926	1,528,433	1,513,893	1,555,071	1,597,484	1,641,169	1,504,860
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Indirect Costs - Radio Communications	499-519	4,000	4,000	4,000	4,000	4,000	4,000	4,000	5,000
800 Mhz System Maintenance	529-519	1,262,302	1,685,926	1,509,893	1,509,893	1,551,071	1,593,484	1,637,169	1,499,860
Total Appropriations		1,266,302	1,689,926	1,513,893	1,513,893	1,555,071	1,597,484	1,641,169	1,504,860
Revenues Less Appropriations		56,305	-	14,540	-	-	-	-	-

Note:

There is a decrease in general revenue support for FY 2019 due to an increase in revenue combined with decreases in expenditures. This is a result of one-time capital improvement costs for the replacement of the microwave system and replacement parts for 800 MHz radios in FY 2018.

Leon County Fiscal Year 2019 Adopted Budget

Emergency Medical Services MSTU (135)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
MSTU Ad Valorem	311130	7,160,372	7,408,020	8,309,801	7,894,311	7,861,392	8,097,233	8,340,150	8,632,056
Delinquent Taxes 2004	311204	15	-	-	-	-	-	-	-
Delinquent Taxes 2005	311205	27	-	-	-	-	-	-	-
Delinquent Taxes 2006	311206	38	-	-	-	-	-	-	-
Delinquent Taxes 2007	311207	24	-	-	-	-	-	-	-
Delinquent Taxes 2008	311208	94	-	-	-	-	-	-	-
Delinquent Taxes 2009	311209	21	-	-	-	-	-	-	-
Delinquent Taxes - 2010	311210	(5)	-	-	-	-	-	-	-
Delequent Taxes 2011	311211	284	-	-	-	-	-	-	-
Delinquent Taxes 2012	311212	472	-	-	-	-	-	-	-
Delinquent Taxes 2013	311213	1,648	-	-	-	-	-	-	-
Delinquent Taxes - 2014	311214	6,223	-	-	-	-	-	-	-
Delinquent Assessments-2015	311215	8,166	-	-	-	-	-	-	-
Ambulance Fees	342600	10,436,145	10,051,903	10,640,000	10,108,000	10,209,080	10,311,171	10,414,283	10,518,426
Medicaid - Ambulance Fees	342601	-	-	210,526	200,000	200,000	200,000	200,000	200,000
Special Events	342604	233,800	266,380	282,000	267,900	270,579	273,285	276,018	278,778
Patient Transports	342605	2,333	-	9,500	9,025	9,025	9,025	9,025	9,025
Pool Interest Allocation	361111	67,238	186,865	200,700	190,665	190,665	190,665	190,665	190,665
Net Incr(decr) In Fmv Of Investment	361300	(22,044)	-	-	-	-	-	-	-
Contributions And Donations	366000	3,000	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	9,556	-	-	-	-	-	-	-
Transfer From Fund 126	381126	-	-	-	-	-	1,772,116	1,856,216	2,072,767
Transfer From Fund 140	381140	-	-	200,000	200,000	200,000	200,000	200,000	200,000
Appropriated Fund Balance	399900	-	2,602,103	1,633,893	1,633,893	1,733,693	-	-	-
Total Revenues		17,907,407	20,515,271	21,486,420	20,503,794	20,674,434	21,053,495	21,486,357	22,101,717
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Emergency Medical Services Vehicle & Equipment Replacement	026014-526	982,887	1,020,250	1,360,000	1,360,000	1,175,000	1,182,000	1,230,000	1,455,000
New Emergency Medical Services Vehicle & Equipment	026021-526	-	300,000	-	-	-	-	-	-
Emergency Medical Services Technology	076058-526	37,128	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Emergency Medical Services	185-526	16,597,697	17,465,446	18,483,890	17,604,362	17,915,756	18,247,817	18,591,679	18,940,039
MIS Automation - EMS Fund	470-526	13,800	13,145	14,053	14,053	14,053	14,053	14,053	14,053
EMS - Risk	495-526	55,725	60,286	63,230	63,230	63,230	63,230	63,230	63,230
Indirect Costs - EMS	499-526	1,400,000	1,481,000	1,281,000	1,281,000	1,319,000	1,359,000	1,400,000	1,442,000
Tax Collector	513-586	144,369	150,144	156,149	156,149	162,395	162,395	162,395	162,395
Transfers	950-581	17,352	-	-	-	-	-	-	-
Total Appropriations		19,248,958	20,515,271	21,383,322	20,503,794	20,674,434	21,053,495	21,486,357	22,101,717
Revenues Less Appropriations		(1,341,551)	-	103,098	-	-	-	-	-

Leon County Fiscal Year 2019 Adopted Budget

Emergency Medical Services MSTU (135)

Notes:

An increase in property valuations generated increased ad valorem revenue for this fund while Ambulance fee revenue is anticipated to decrease by \$800,000 in FY 2019 due to a new ambulance fee schedule that reduced transport rates by 24%. The new fee schedule became effective June 1, 2018. In addition, funding in the amount of \$200,000 previously allocated to Tallahassee Memorial Hospital for the Trauma Center was redirected to Emergency Medical Services (EMS) to offset the impact of the reduced ambulance fee schedule. By not relying completely on EMS fund balance to offset the revenue reduction, this approach allows the County to continue utilizing EMS fund balance to support ongoing operations through FY2021, which is consistent with previous direction provided by the Board. The long term financial plan presented to the Board at the June 20, 2017 Budget workshop indicates a possible increase in the EMS millage of up to 0.15 mills or a transfer of general revenue subsequent to the retirement of debt services to offset the depleted fund balance to maintain current levels of service. Without the additional support, the fund balance will not be able to support operations without reducing services.

Leon County Fiscal Year 2019 Adopted Budget

Municipal Services (140)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Public Service Tax - Electric	314100	6,933,315	7,162,704	7,964,268	7,566,055	8,010,772	8,251,096	8,498,629	8,753,588
Public Service Tax - Water	314300	924,267	933,894	1,067,967	1,014,569	1,045,006	1,076,357	1,108,647	1,141,907
Public Service Tax - Gas	314400	512,800	517,649	550,000	522,500	532,950	543,609	554,481	565,570
Public Service Tax - Fuel Oil	314700	804	2,850	3,000	2,850	2,850	2,850	2,850	2,850
Public Service Tax - 2% Discount	314999	(27,056)	(28,500)	(30,000)	(28,500)	(28,500)	(28,500)	(28,500)	(28,500)
DOT-Reimbursement Route 27	343913	5,690	5,680	5,689	5,689	5,689	5,689	5,689	5,689
Parks And Recreation	347200	7,319	7,220	7,400	7,030	7,220	7,410	7,600	7,885
Coe's Landing Park	347201	56,295	50,825	74,700	70,965	73,150	75,335	77,520	79,895
Animal Control Education	351310	378	-	-	-	-	-	-	-
Pool Interest Allocation	361111	7,466	13,680	44,300	42,085	42,085	42,085	42,085	42,085
Net Incr(decr) In Fmv Of Investment	361300	(6,414)	-	-	-	-	-	-	-
Contributions And Donations	366000	16,711	4,750	5,000	4,750	4,750	4,750	4,750	4,750
Transfer From Fund 352	381352	-	-	-	-	375,000	500,000	500,000	500,000
Total Revenues		8,431,575	8,670,752	9,692,325	9,207,993	10,070,972	10,480,681	10,773,751	11,075,719
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Animal Control	201-562	1,530,798	1,497,552	1,503,951	1,478,951	1,532,861	1,547,839	1,563,456	1,579,744
Parks and Recreation Services	436-572	2,836,384	3,076,060	3,022,698	3,016,978	3,459,425	3,688,785	3,706,672	3,772,614
MIS Automation - Animal Control	470-562	3,077	2,882	3,723	3,723	3,723	3,723	3,723	3,723
MIS Automation - Parks and Recreation	470-572	3,207	3,850	3,185	3,185	3,185	3,185	3,185	3,185
Municipal Services - Risk	495-572	31,593	33,945	34,477	34,477	34,477	34,477	34,477	34,477
Indirect Costs - Municipal Services (Animal Control)	499-562	115,000	144,000	165,000	165,000	170,000	175,000	180,000	186,000
Indirect Costs - Municipal Services (Parks & Recreation)	499-572	520,000	525,000	510,000	510,000	525,000	541,000	557,000	574,000
Payment to City- Parks & Recreation	838-572	1,273,620	1,327,749	1,384,178	1,384,178	1,443,005	1,443,005	1,443,005	1,443,005
Transfers	950-581	3,060,946	1,832,886	2,596,501	2,596,501	2,884,296	3,028,667	3,267,233	3,463,971
Primary Health Care-Trauma Center	971-562	200,000	200,000	-	-	-	-	-	-
Budgeted Reserves - Municipal Service	990-599	-	26,828	25,816	15,000	15,000	15,000	15,000	15,000
Total Appropriations		9,574,625	8,670,752	9,249,529	9,207,993	10,070,972	10,480,681	10,773,751	11,075,719
Revenues Less Appropriations		(1,143,050)	-	442,796	-	-	-	-	-

Notes:

Revenues in this fund are anticipated to increase \$488,877. Total projections are slightly above the FY 2006 pre-recession collections, a further indication of an improving economy. Current fiscal year revenues are meeting the projected forecast, and the FY 2019 forecast is estimated to increase by approximately 5.69% over FY 2018. In the out years starting in FY 2020, a transfer from the 2020 Sales Tax Extension Fund (352) will be made to supplement Parks Capital Maintenance funding.

Due to an increase in Public Services tax revenues, the transfer to capital was increased by \$563,612. In addition, the transfer to capital from the General Fund (001) increased by \$536,388 bringing the total general revenue transfer to capital to \$1.1 million over FY 2018 to support the capital improvement program.

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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 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Fire Service Fee	325201	5,451,805	5,802,480	5,570,417	5,291,896	5,344,815	5,398,263	5,452,246	5,506,768
Fire Service Fee	325202	1,897,065	2,200,311	2,504,963	2,379,715	2,402,512	2,426,547	2,450,823	2,476,341
Delinquent Fees	325203	36,382	-	-	-	-	-	-	-
City VFD Payment	337407	-	-	482,479	482,479	482,479	482,479	482,479	482,479
Pool Interest Allocation	361111	32,773	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(9,004)	-	-	-	-	-	-	-
Transfer From Fund 140	381140	1,224,459	-	-	-	-	-	-	-
Total Revenues		8,633,480	8,002,791	8,557,859	8,154,090	8,229,806	8,307,289	8,385,548	8,465,588

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Volunteer Fire Departments	096002-522	-	-	-	-	-	-	-	-
VFD Fire Services - Risk	495-552	-	22,866	-	-	-	-	-	-
Indirect Costs - Fire Services	499-522	25,000	28,000	25,000	25,000	26,000	27,000	27,000	28,000
Tax Collector	513-586	38,399	45,908	47,849	47,849	50,590	51,096	51,607	52,123
Fire Services Payment	838-522	7,996,390	7,423,538	7,554,132	7,554,132	7,625,680	7,701,226	7,778,539	7,856,623
Volunteer Fire Department	843-522	302,666	482,479	482,479	482,479	482,479	482,479	482,479	482,479
Transfers	950-581	-	-	44,630	44,630	45,057	45,488	45,923	46,363
Total Appropriations		8,362,455	8,002,791	8,239,090	8,154,090	8,229,806	8,307,289	8,385,548	8,465,588
Revenues Less Appropriations		271,025	-	233,768	-	-	-	-	-

Notes:

In FY 2010, the Board approved placing this assessment on the tax bill for property owners who did not pay the fee via the established billing system; however, direct billing by the City of Tallahassee is the primary source for the collection of this fee. At the May 12, 2015 meeting, the Board approved implementing the new fire service fee rates as recommended in the new fire study. The Board then reduced the fees for the unincorporated area by 15% for FY 2016 & FY 2017 and funded the difference from unrestricted non-countywide general revenue sources as reflected in the FY 2017 actuals. FY 2018 was the first of the full implementation of the new fire service fee rates without the discount.

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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 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Tourist Development (3-3/4 Cents)	312100	4,483,028	3,957,938	4,492,500	4,267,875	4,435,313	4,921,000	5,118,600	5,323,800
Tourist Development (1-1/4 Cents)	312110	1,120,751	1,319,313	1,497,500	1,422,625	1,478,438	1,230,250	1,279,650	1,330,950
Pool Interest Allocation	361111	79,264	40,755	55,000	52,250	52,250	52,250	52,250	52,250
Net Incr(decr) In Fmv Of Investment	361300	(36,146)	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	335	-	-	-	-	-	-	-
Rents And Royalties	362000	-	10,200	10,200	10,200	10,200	10,200	10,200	10,200
Merchandise Sales	365000	4,172	3,000	3,200	3,200	3,300	3,500	3,500	3,600
Special Event Grant Reimbursements	366500	17,625	20,000	12,500	12,500	20,000	20,000	20,000	20,000
Other Contributions	366930	-	2,400	-	-	-	-	-	-
Refund Of Prior Year Expenses	369300	5,000	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	83,762	165,000	99,306	94,341	95,000	95,000	95,000	95,000
Appropriated Fund Balance	399900	-	184,479	720,000	720,000	139,324	-	-	-
Total Revenues		5,757,791	5,703,085	6,890,206	6,582,991	6,233,825	6,332,200	6,579,200	6,835,800
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Welcome Center Improvements	086065-552	11,817	45,000	100,000	100,000	-	-	-	-
Administration	301-552	468,662	498,596	525,865	524,785	536,128	547,931	559,989	572,526
Advertising	302-552	1,185,247	1,316,473	1,566,473	1,566,473	1,616,473	1,666,473	1,716,473	1,766,473
Marketing	303-552	1,241,481	1,603,084	1,688,050	1,688,050	1,709,728	1,747,072	1,790,106	1,833,869
Special Projects	304-552	543,456	565,000	615,000	615,000	565,000	565,000	565,000	565,000
MIS Automation - Tourism Development	470-552	11,465	11,170	11,250	11,250	11,250	11,250	11,250	11,250
Tourism Development - Risk	495-552	6,858	7,306	7,538	7,538	7,538	7,538	7,538	7,538
Indirect Costs - Tourism Development	499-552	236,000	273,000	235,000	235,000	247,000	259,000	272,000	286,000
Council on Culture & Arts (COCA)	888-573	1,286,616	1,318,956	1,422,625	1,422,625	1,478,438	1,230,250	1,279,650	1,330,950
Transfers	950-581	1,301,395	14,500	362,270	362,270	12,270	12,270	12,270	12,270
Budgeted Reserves - Tourism Development	990-599	-	50,000	300,000	50,000	50,000	285,416	364,924	449,924
Total Appropriations		6,292,997	5,703,085	6,834,071	6,582,991	6,233,825	6,332,200	6,579,200	6,835,800
Revenues Less Appropriations		(535,206)	-	56,135	-	-	-	-	-

Notes:

Estimated revenue per penny is anticipated to increase from \$1,055,450 per penny in FY 2018 to \$1,138,100 in FY 2019. For FY 2019 expenditure increases include: \$270,000 in additional advertising and marketing; \$50,000 in additional funds to book national performers and concerts at the Cascades Amphitheater; \$50,000 for wayfinding signage to welcome visitors to attractions, parks and greenways; and \$20,000 for a centralized online grant system. Additionally, fund balance of \$350,000 will be transferred to the CIP fund and used for the construction of the cross country course pavilion and stage at Apalachee Regional Park to support the NCAA National Cross Country Track event in FY 2021.

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Housing Finance Authority (161)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Marketing Installment Fee	337500	4,574	-	-	-	-	-	-	-
Project Fees	345125	32,422	-	-	-	-	-	-	-
SHIP Recaptured Revenue	345150	24,574	-	-	-	-	-	-	-
Pool Interest Allocation	361111	7,072	-	-	-	-	-	-	-
Leon County Property Sales	361400	47,825	-	-	-	-	-	-	-
Total Revenues		116,467	-	-	-	-	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Housing Finance Authority	808-554	766,477	-	-	-	-	-	-	-
Total Appropriations		766,477	-	-	-	-	-	-	-
Revenues Less Appropriations		(650,010)	-	-	-	-	-	-	-

Notes:

At the February 7, 2017 Board meeting the Board authorized the Housing Finance Authority (HFA) to have autonomy over budget, contracting and policies separate from the County. At fiscal year-end 2017, all funds were transferred to the Housing Finance Authority and are now managed by the HFA independently from the County.

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County Accepted Roadways and Drainage Systems Program (162)

Fund Type: Special Revenue

The County Accepted Roadways and Drainage Systems Program (CARDS) Fund is a special revenue fund established to account for the repayment of special assessments associated with the County's CARDS program (formerly the 2/3 2/3's paving program). The revenue received into this fund is collected as a non ad valorem special assessment on the annual tax bill. These revenues are repaying the County for loans utilized to construct special assessment paving projects. The revenues are annually transferred to the General Fund (001). Prior to FY 2002, each road project had a discrete fund for the repayments to be accounted. The County's Finance Department is currently tracking each individual parcel's obligation through the financial system as a discrete account negating the need for individual funds.

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Pool Interest Allocation	361111	2,527	13,110	6,200	5,890	5,890	5,890	5,890	5,890
Other Interest Earnings	361390	38,021	24,550	18,000	17,100	14,250	11,400	8,550	5,700
Special Assessments	363000	282,153	112,871	109,000	103,550	92,150	83,600	86,450	82,650
Total Revenues		322,701	150,531	133,200	126,540	112,290	100,890	100,890	94,240

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Tax Collector	513-586	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Transfers	950-581	172,815	145,031	121,040	121,040	106,790	95,390	95,390	88,740
Total Appropriations		178,315	150,531	126,540	126,540	112,290	100,890	100,890	94,240
Revenues Less Appropriations		144,386	-	6,660	-	-	-	-	-

Notes:

This fund continues to see a decline in revenue as previous special assessments are paid in full and the lack of new assessments levied in recent years.

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Special Assessment - Killlearn Lakes Units I and II Sewer (164)

Fund Type: Special Revenue

This Special Assessment Fund was established to account for revenues and expenditures associated with of the special assessment levied on property owners in Killlearn Lakes Units I and II to pay for the costs associated with maintaining the new City of Tallahassee sewer service distribution system completed in October 2006. The assessment is collected and remitted to the City of Tallahassee in accordance with an interlocal agreement with the City of Tallahassee. The charge levied to each parcel within Units I and II is \$179.43.

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Pool Interest Allocation	361111	2,354	-	-	-	-	-	-	-
Special Assessment - Killlearn Lakes Sewer	363230	228,275	237,500	250,000	237,500	237,500	237,500	237,500	237,500
Total Revenues		230,629	237,500	250,000	237,500	237,500	237,500	237,500	237,500
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Tax Collector	513-586	4,565	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Sewer Services Killlearn Lakes Units I and II	838-535	223,797	232,500	232,500	232,500	232,500	232,500	232,500	232,500
Total Appropriations		228,362	237,500	237,500	237,500	237,500	237,500	237,500	237,500
Revenues Less Appropriations		2,267	-	12,500	-	-	-	-	-

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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. In FY 2004 and for a predetermined future period, revenues associated with this fund will primarily be generated by the remaining leases associated with the current tenants of the building. Expenses associated with this fund are comprised of necessities required in the upkeep, maintenance, and management of the facility. A portion of the revenue from this fund is transferred to the associated debt service fund to pay the existing debt service for the bonds issued to purchase the building.

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Parking Facilities	344500	91,895	157,003	191,199	181,639	174,886	139,122	120,164	120,216
Code Enforcement Board Fines	354100	500	-	-	-	-	-	-	-
Pool Interest Allocation	361111	12,662	44,745	31,579	30,000	30,300	30,603	30,909	31,218
Net Incr(decr) In Fmv Of Investment	361300	(4,907)	-	-	-	-	-	-	-
Rents And Royalties	362000	1,660,606	1,449,091	1,596,903	1,596,903	1,565,843	1,197,627	1,024,732	964,644
Appropriated Fund Balance	399900	-	384,576	-	-	8,482	1,000	2,000	310,221
Total Revenues		1,760,756	2,035,415	1,819,681	1,808,542	1,779,511	1,368,352	1,177,805	1,426,299

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
County Government Annex	086025-519	431,768	745,000	250,000	250,000	550,000	250,000	275,000	600,000
County Government Annex	154-519	376,292	448,935	462,201	462,201	473,322	483,296	495,141	504,010
County Government Annex - Risk	495-519	38,528	40,092	39,594	39,594	39,594	39,594	39,594	39,594
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	777,386	777,388	1,032,747	1,032,747	691,595	255,695	255,695	255,695
Budgeted Reserves - BOA Building (Operating)	990-599	-	-	-	-	-	314,767	86,375	-
Total Appropriations		1,647,974	2,035,415	1,808,542	1,808,542	1,779,511	1,368,352	1,177,805	1,426,299
Revenues Less Appropriations		112,782	-	11,139	-	-	-	-	-

Notes:

Funding is allocated for renovations, mechanical and electrical upgrades and safety improvements at the Leon County Courthouse Annex. Improvements include design for air handling unit (AHU) replacement for 6th floor, refresh/update landscaping of property, and general building maintenance and repairs. Specific project details are located in the Capital Improvements Project Section. In FY 2018, the Supervisor of Elections moved all of their operations out of the Courthouse Annex building to the Voting Operations Center which freed up space on the first floor for future leasing opportunities.

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Huntington Oaks Plaza (166)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Pool Interest Allocation	361111	3,264	-	-	-	-	-	-	-
Rents And Royalties	362000	86,317	104,167	113,357	113,357	74,289	69,763	70,788	41,888
Appropriated Fund Balance	399900	-	-	-	-	31,120	35,957	36,252	-
Total Revenues		89,581	104,167	113,357	113,357	105,409	105,720	107,040	41,888
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Huntington Oaks Plaza Operating	155-519	41,953	86,545	94,901	94,901	86,953	87,264	87,584	22,432
Huntington Oaks - Risk	495-519	12,671	12,622	12,456	12,456	12,456	12,456	12,456	12,456
Indirect Costs - Huntington Oaks Plaza	499-519	4,000	5,000	6,000	6,000	6,000	6,000	7,000	7,000
Total Appropriations		58,624	104,167	113,357	113,357	105,409	105,720	107,040	41,888
Revenues Less Appropriations		30,957	-	-	-	-	-	-	-

Notes:

The FY 2019 increase is due to a new lease and a renewed lease at this location. Out year declines are based on current leasing agreements. The use of available fund balance is programmed for the out years beginning in FY 2020. It is anticipated that continued marketing efforts by the County will increase occupancy of available lease space.

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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 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Transfer From Fund 126	381126	144,900	6,640,146	6,298,596	6,298,596	6,642,173	-	-	-
Transfer From Fund 165	381165	435,898	435,900	777,052	777,052	435,900	-	-	-
Appropriated Fund Balance	399900	-	-	3,369	3,369	-	-	-	-
Total Revenues		580,798	7,076,046	7,079,017	7,079,017	7,078,073	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Bond Series 2012A (Tax Exempt)	975-582	136,784	136,706	1,441,706	1,441,706	7,078,073	-	-	-
Bond Series 2012B (Taxable)	976-582	443,161	6,939,340	5,637,311	5,637,311	-	-	-	-
Total Appropriations		579,945	7,076,046	7,079,017	7,079,017	7,078,073	-	-	-
Revenues Less Appropriations		853	-	-	-	-	-	-	-

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Bond Series 2005 (220)

Fund Type: Debt Service

The Bond Series 2005 Fund is a debt service fund established to account for the debt service associated with the Capital Improvement Revenue Refunding Bond Series 2005. This bond was issued to fully refund the Parks and Recreation Bond Series 1998A, a portion of the Stormwater Bond Series 1997 and a portion of the Capital Improvement Revenue Bond Series 1999. This bond was also issued to fund the relocation of the Growth and Environmental Management facility, the construction of a public library and renovations to the County Courthouse building. The non-taxable portion of these bonds were refinanced in July 2014 with a bank loan. This bank loan is accounted for in Fund 222.

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Transfer From Fund 001	381001	410,684	-	-	-	-	-	-	-
Transfer From Fund 126	381126	5,955,721	-	-	-	-	-	-	-
Transfer From Fund 140	381140	342,237	-	-	-	-	-	-	-
Transfer From Fund 160	381160	136,895	-	-	-	-	-	-	-
Total Revenues		6,845,537	-	-	-	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Bond Series 2005	958-582	6,902,413	-	-	-	-	-	-	-
Total Appropriations		6,902,413	-	-	-	-	-	-	-
Revenues Less Appropriations		(56,876)	-	-	-	-	-	-	-

Notes:

These bonds were refinanced in July 2014 with a bank loan (See Fund 211). This fund was closed in FY 2018.

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ESCO Lease (221)

Fund Type: Debt Service

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Transfer From Fund 001	381001	484,514	484,514	-	-	-	-	-	-
Total Revenues		484,514	484,514	-	-	-	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
ESCO Lease	977-582	484,514	484,514	-	-	-	-	-	-
Total Appropriations		484,514	484,514	-	-	-	-	-	-
Revenues Less Appropriations		-	-	-	-	-	-	-	-

Notes:

The final payment for this lease was paid in FY 2018.

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Debt Series 2014 (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 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Transfer From Fund 126	381126	561,282	496,785	493,071	493,071	494,862	3,270,380	3,272,262	3,273,793
Appropriated Fund Balance	399900	-	-	3,230	3,230	-	-	-	-
Total Revenues		561,282	496,785	496,301	496,301	494,862	3,270,380	3,272,262	3,273,793
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
2014 Debt Series	979-582	560,255	496,785	496,301	496,301	494,862	3,270,380	3,272,262	3,273,793
Total Appropriations		560,255	496,785	496,301	496,301	494,862	3,270,380	3,272,262	3,273,793
Revenues Less Appropriations		1,027	-	-	-	-	-	-	-

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.

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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 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Pool Interest Allocation	361111	257,049	57,380	424,491	403,266	407,298	411,371	415,484	419,640
Net Incr(decr) In Fmv Of Investment	361300	(122,008)	-	-	-	-	-	-	-
Gain (loss) On Sale Land	364300	1,300,000	-	-	-	-	-	-	-
Transfer From Fund 001	381001	2,025,284	2,170,236	2,706,624	2,706,624	3,423,224	7,522,898	6,331,944	5,721,631
Transfer From Fund 120	381120	70,000	75,000	-	-	-	-	-	-
Transfer From Fund 121	381121	191,000	-	-	-	-	-	-	-
Transfer From Fund 140	381140	1,391,128	1,729,764	2,293,376	2,293,376	2,581,171	2,725,542	2,964,108	3,160,846
Transfer From Fund 160	381160	1,150,000	-	350,000	350,000	-	-	-	-
Transfer From Fund 352	381352	-	-	-	-	-	-	2,125,000	2,125,000
Appropriated Fund Balance	399900	-	4,508,498	5,705,635	5,705,635	3,857,441	-	-	-
Total Revenues		6,262,453	8,540,878	11,480,126	11,458,901	10,269,134	10,659,811	11,836,536	11,427,117

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
General Vehicle & Equipment Replacement	026003-519	789,035	169,000	227,000	227,000	312,500	299,000	123,000	103,000
Stormwater Vehicle & Equipment Replacement	026004-538	359,320	184,100	203,000	203,000	310,000	190,000	370,000	378,000
Fleet Management Shop Equipment	026010-519	47,562	50,000	25,000	25,000	15,000	-	35,000	-
General Government New Vehicle Requests	026018-519	14,813	25,800	-	-	-	-	-	-
New Stormwater Vehicle & Equipment	026020-538	380,305	-	62,383	62,383	-	-	-	-
Woodville Community Park	041002-572	126,960	80,450	-	-	-	-	-	-
J. Lee Vause Park	043001-572	-	241,800	-	-	-	-	-	-
Northeast Community Park	044001-572	17,054	-	-	-	-	-	-	-
Micosukee Greenway	044003-572	137,152	-	-	-	-	-	-	-
Apalachee Parkway Regional Park	045001-572	356,279	-	850,000	850,000	1,250,000	-	250,000	100,000
Pedrick Road Pond Walking Trail	045007-572	2,600	-	-	-	-	-	-	-
Parks Capital Maintenance	046001-572	619,671	560,000	325,000	325,000	325,000	325,000	325,000	325,000
Playground Equipment Replacement	046006-572	117,993	130,000	-	-	150,000	-	150,000	-
New Vehicles and Equipment for Parks/Greenways	046007-572	105,768	258,149	177,048	82,800	94,248	53,750	-	-
Greenways Capital Maintenance	046009-572	125,628	350,000	350,000	350,000	350,000	350,000	350,000	350,000
Dog Parks - Unincorporated Area	046013-572	-	-	30,000	30,000	30,000	30,000	-	-
St. Marks Headwaters Greenways	047001-572	15,106	-	-	-	-	-	-	-
Boat Landing Improvements and Renovations	047002-572	53,838	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Natural Bridge Road	051006-541	3,070	-	-	-	-	-	-	-
Stormwater and Transportation Improvements	056010-541	153,582	-	-	-	-	-	-	-
Street Lights Placement in Unincorporated Areas	057013-541	-	125,000	125,000	125,000	-	-	-	-
Lakeview Bridge	062002-538	3,591	-	-	-	-	-	-	-
Lexington Pond - Ford's Arm	063005-538	-	-	-	-	-	-	500,000	1,100,000
Faulk Drive Pond Sediment Removal	063010-538	-	250,000	-	-	-	-	-	-
Stormwater Pond Repairs	066026-538	61,474	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Stormwater Infrastructure Preventative Maintenance	067006-538	-	500,000	300,000	300,000	300,000	300,000	300,000	300,000
Financial Hardware and Software	076001-519	96,864	125,000	25,000	25,000	25,000	25,000	25,000	25,000
Data Wiring	076003-519	16,573	-	-	-	-	-	-	-
Digital Phone System	076004-519	135,974	-	-	-	-	-	-	-
Supervisor of Elections Technology	076005-519	89,097	67,350	69,600	69,600	50,000	25,000	25,000	25,000
County Compute Infrastructure	076008-519	513,441	550,000	550,000	550,000	550,000	550,000	550,000	550,000

Leon County Fiscal Year 2019 Adopted Budget

Capital Improvements (305)

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Geographic Information Systems	076009-539	148,946	188,280	188,280	188,280	188,280	188,280	188,280	188,280
Library Services Technology	076011-571	172,509	73,000	50,000	50,000	50,000	50,000	50,000	50,000
Permit & Enforcement Tracking System	076015-537	214,811	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Network Backbone Upgrade	076018-519	191,210	-	-	-	-	-	-	-
Technology In Chambers	076022-519	47,662	-	-	-	-	-	-	-
Courtroom Technology	076023-519	92,637	132,000	132,000	132,000	132,000	132,000	132,000	132,000
User Computer Upgrades	076024-519	319,242	300,000	300,000	300,000	400,000	400,000	400,000	400,000
Mobile Devices	076042-519	40,564	25,000	25,000	25,000	25,000	25,000	25,000	25,000
State Attorney Technology	076047-519	30,000	70,000	110,900	110,900	110,900	110,900	110,900	110,900
Public Defender Technology	076051-519	87,679	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Geographic Information Systems Incremental Basemap Update	076060-539	298,500	298,500	298,500	298,500	298,500	298,500	298,500	298,500
Records Management	076061-519	21,083	50,000	-	-	-	-	-	-
E-Filing System for Court Documents	076063-519	2,480	-	-	-	125,000	-	125,000	-
MIS Data Center and Elevator Room Halon System	076064-519	32,148	-	-	-	-	-	-	-
Huntington Oaks Plaza Renovations	083002-519	-	11,650	-	-	-	-	-	-
Courtroom Minor Renovations	086007-519	33,924	60,000	80,000	80,000	60,000	60,000	60,000	60,000
Architectural & Engineering Services	086011-519	20,527	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Courthouse Security	086016-519	19,228	20,000	35,000	35,000	35,000	20,000	20,000	35,000
Common Area Furnishings	086017-519	24,103	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Courthouse Repairs	086024-519	331,429	-	-	-	-	-	-	-
Courthouse Renovations	086027-519	269,654	225,815	653,790	653,790	273,579	40,000	40,000	40,000
Agriculture Center Renovations	086030-519	17,550	-	-	-	-	-	-	-
Jail Complex Maintenance	086031-523	988,317	1,020,000	2,894,953	2,894,953	1,553,500	1,000,000	1,027,900	1,000,000
Parking Lot Maintenance	086033-519	204,514	-	-	-	-	-	-	-
Elevator Generator Upgrades	086037-519	447,017	-	-	-	-	-	-	-
Health Department Improvements	086052-519	47,821	-	-	-	-	-	-	-
Main Library Improvements	086053-571	326,532	-	-	-	-	-	-	-
Centralized Storage Facility	086054-519	23,336	-	-	-	-	-	-	-
General County Maintenance and Minor Renovations	086057-519	340,489	-	-	-	-	-	-	-
Air Conditioning Unit Replacements	086064-519	52,671	-	-	-	-	-	-	-
Pre-Fabricated Buildings	086066-572	28,879	-	-	-	-	-	-	-
Medical Examiner Facility	086067-527	145,569	332,597	332,597	332,597	-	-	-	-
Lake Jackson Town Center Sense of Place	086068-519	667,472	-	-	-	-	-	-	-
Fleet Management Shop Improvements	086071-519	995	-	-	-	-	-	-	-
Amtrak Building Renovations	086073-519	15,337	-	-	-	-	-	-	-
SOE Space Consolidation	086074-519	903,176	-	-	-	-	-	-	-
Building Roofing Repairs and Replacements	086076-519	-	75,740	300,000	300,000	639,500	487,000	575,000	550,000
Building Mechanical Repairs and Replacements	086077-519	-	1,007,992	867,651	867,651	869,551	996,525	798,274	868,084
Building Infrastructure Improvements	086078-519	-	308,655	1,276,447	1,143,447	941,458	1,254,823	750,000	830,000
Building General Maintenance and Renovations	086079-519	-	110,000	225,000	225,000	240,118	165,000	80,000	50,000
Serenity Cemetery Expansion	091002-519	-	-	-	-	-	100,000	-	-
Public Safety Complex	096016-529	29,630	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Voting Equipment Replacement	096028-513	-	-	32,000	32,000	-	50,000	-	-
Capital Improvements	990-599	-	-	-	-	-	2,569,033	3,587,682	2,968,353
Total Appropriations		10,980,391	8,540,878	11,686,149	11,458,901	10,269,134	10,659,811	11,836,536	11,427,117
Revenues Less Appropriations		(4,717,938)	-	(206,023)	-	-	-	-	-

Leon County Fiscal Year 2019 Adopted Budget

Capital Improvements (305)

Notes:

The FY 2019 – FY 2023 Capital Improvement Plan is primarily focused on maintaining the County's infrastructure of buildings, roads, stormwater system, parks and fleet. In FY 2013 and FY 2014, to assist with balancing the budgets, the County did not transfer recurring general revenue dollars to support the capital program. In FY 2015, for the first time in two years, the County transferred \$1.0 million in recurring revenue to the capital program. For FY 2016, the County doubled the amount transferred to \$2 million and for FY 2017 the County increased the transfer to \$3.0 million. The total general revenue transfer for FY 2019 is \$5.0 million, a \$1.1 million increase over FY 2018. This increase in capital funding is the result of the ESCO Lease (Fund 221) being paid off in FY 2018 (providing \$484,000 in savings in FY 2019), and increased Public Services and property tax revenues. To support the capital program adequately, future transfers are projected to increase to between \$6.0 to \$8.0 million annually. Out years reflect the transfer of recurring general revenue to fund capital projects increasing to \$8.0 million by FY 2023.

For FY 2019, to provide sufficient resources for the capital program, the budget reflects \$7.0 million general revenue fund sweep, and a \$3.0 million fund sweep of stormwater and transportation fund balances to fund stormwater and transportation capital projects approved during the June 19, 2018 budget workshop. Of the \$10 million fund sweep, \$8.0 million was allocated to this fund to support the planned capital improvement program through FY 2020.

Leon County Fiscal Year 2019 Adopted Budget

Transportation Improvements (306)

Fund Type: Capital Projects

The Transportation Improvement Fund is a capital project fund established to account for transportation related capital projects. 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 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Pool Interest Allocation	361111	76,279	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(32,716)	-	-	-	-	-	-	-
Transfer From Fund 106	381106	2,166,503	2,674,485	3,344,845	3,344,845	4,333,608	3,051,273	3,075,935	3,151,595
Total Revenues		2,210,066	2,674,485	3,344,845	3,344,845	4,333,608	3,051,273	3,075,935	3,151,595
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Public Works Vehicle & Equipment Replacement	026005-541	663,042	466,500	845,000	845,000	681,000	505,000	365,000	750,000
Arterial & Collector Roads Pavement Markings	026015-541	131,579	135,200	135,200	135,200	135,200	135,200	135,200	135,200
New Public Works Vehicles & Equipment	026022-541	74,912	-	-	-	-	-	-	-
Old Bainbridge Road Safety Improvements	053007-541	-	-	100,000	100,000	-	-	-	-
Bannerman Road	054003-541	294,980	-	-	-	-	-	-	-
Baum Road Drainage Improvement	054011-541	-	-	155,000	155,000	750,000	-	-	-
Stormwater and Transportation Improvements	056010-541	171,436	500,000	500,000	500,000	1,120,000	725,000	850,000	500,000
Public Works Design and Engineering Services	056011-541	61,566	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Sidewalk Program	056013-541	94,783	1,472,785	1,509,645	1,509,645	1,547,408	1,586,073	1,625,735	1,666,395
Total Appropriations		1,492,298	2,674,485	3,344,845	3,344,845	4,333,608	3,051,273	3,075,935	3,151,595
Revenues Less Appropriations		717,768	-	-	-	-	-	-	-

Notes:

With the imposition of the 5 cents gas tax in FY 2014, the County determined that this additional revenue would be split 50/50 to be used for sidewalk projects and to reduce the general revenue transfer to the Transportation Trust Fund. For FY 2019 thru FY 2023, a total of \$7.9 million is allocated to the Sidewalk Program. Additionally, in FY 2019, funding was appropriated for Public Works vehicles, and other Transportation and Stormwater Improvements.

For FY 2019, to provide sufficient resources for the capital program, the Board approved a \$10 million capital fund sweep. Of the \$10 million fund sweep, \$2.0 million was appropriated to fund transportation and stormwater related capital improvement projects. The fund sweep will support the planned capital improvement program through FY 2020.

Leon County Fiscal Year 2019 Adopted Budget

Sales Tax (308)

Fund Type: Capital Projects

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Pool Interest Allocation	361111	48,514	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(25,998)	-	-	-	-	-	-	-
Total Revenues		22,516	-	-	-	-	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Pullen Road at Old Bainbridge Road Intersection & Safety Improvements	053002-541	136,586	-	-	-	-	-	-	-
	057001-541	263,937	-	-	-	-	-	-	-
Total Appropriations		400,523	-	-	-	-	-	-	-
Revenues Less Appropriations		(378,007)	-	-	-	-	-	-	-

Notes:

Depending on project carry forward funding, this fund will be closed in either FY 2019 or FY 2020.

Leon County Fiscal Year 2019 Adopted Budget

Sales Tax - Extension (309)

Fund Type: Capital Projects

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
1 Cent Sales Tax	312600	4,286,099	4,382,350	4,553,000	4,325,350	1,113,746	-	-	-
BP2000 JPA Revenue	343916	2,370,672	1,026,880	350,000	350,000	-	-	-	-
Pool Interest Allocation	361111	52,677	15,770	21,053	20,000	15,000	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(21,316)	-	-	-	-	-	-	-
Total Revenues		6,688,132	5,425,000	4,924,053	4,695,350	1,128,746	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Open Graded Cold Mix Stabilization	026006-541	387,130	600,000	600,000	600,000	-	-	-	-
Fred George Park	043007-572	480,446	500,000	-	-	-	-	-	-
Magnolia Drive Multi-Use Trail	055010-541	103,612	-	-	-	-	-	-	-
Arterial/Collector Resurfacing	056001-541	3,426,488	3,375,000	3,320,350	3,320,350	483,746	-	-	-
Community Safety & Mobility	056005-541	324,838	600,000	425,000	425,000	195,000	-	-	-
Intersection & Safety Improvements	057001-541	-	-	-	-	250,000	-	-	-
Lake Henrietta Renovation	061001-538	-	350,000	350,000	350,000	200,000	-	-	-
Lake Munson Restoration	062001-538	2,095	-	-	-	-	-	-	-
Lexington Pond Retrofit	063005-538	779,560	-	-	-	-	-	-	-
Killearn Lakes Plantation Stormwater	064006-538	597,938	-	-	-	-	-	-	-
Blue Print 2000 Water Quality Enhancements	067002-538	37,792	-	-	-	-	-	-	-
Total Appropriations		6,139,899	5,425,000	4,695,350	4,695,350	1,128,746	-	-	-
Revenues Less Appropriations		548,233	-	228,703	-	-	-	-	-

Notes:

With the depletion of capital reserves in the original sales tax fund (Fund 308), the sales tax extension assists in funding the Arterial Road Resurfacing, Intersection and Safety Improvements, Community Safety and Mobility, Local Road Resurfacing, Lake Henrietta Renovation and Fred George Park projects. This fund will be the sole source of funding for these projects in FY 2019. Additionally, the current 1 Cent Local Option Sales Tax expires in 2019. In November 4, 2014, Leon County residents approved a ballot initiative to extend the sales tax for another 20 years until 2039. Two new funds, 351 & 352 have been established for the new sales tax revenue beginning in FY 2020 to account for the projects that are programmed for the sales tax extension.

Leon County Fiscal Year 2019 Adopted Budget

Bond Series 2003A & 2003B Construction (311)

Fund Type: Capital Projects

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Pool Interest Allocation	361111	82	-	-	-	-	-	-	-
Total Revenues		82	-	-	-	-	-	-	-
Revenues Less Appropriations		-	-	-	-	-	-	-	-

Note:

Fund will be closed in FY 2019.

Leon County Fiscal Year 2019 Adopted Budget

Bond Series 1999 Construction (318)

Fund Type: Capital Projects

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Pool Interest Allocation	361111	588	-	-	-	-	-	-	-
Total Revenues		588	-	-	-	-	-	-	-
Revenues Less Appropriations		-	-	-	-	-	-	-	-

Note:

Fund will be closed in FY 2019.

Leon County Fiscal Year 2019 Adopted Budget

ESCO Capital Projects (321)

Fund Type: Capital Projects

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Pool Interest Allocation	361111	244	-	-	-	-	-	-	-
Total Revenues		244	-	-	-	-	-	-	-
Revenues Less Appropriations		-	-	-	-	-	-	-	-

Notes:

Fund will be closed in FY 2019.

Leon County Fiscal Year 2019 Adopted Budget

9-1-1 Capital Projects (330)

Fund Type: Capital Projects

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Pool Interest Allocation	361111	33,615	62,130	84,900	80,655	80,655	80,655	80,655	80,655
Net Incr(decr) In Fmv Of Investment	361300	(15,120)	-	-	-	-	-	-	-
Transfer From Fund 130	381130	600,000	-	-	-	81,775	102,382	121,946	142,977
Total Revenues		618,495	62,130	84,900	80,655	162,430	183,037	202,601	223,632
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
911 Capital Projects	990-599	-	62,130	80,655	80,655	162,430	183,037	202,601	223,632
Total Appropriations		-	62,130	80,655	80,655	162,430	183,037	202,601	223,632
Revenues Less Appropriations		618,495	-	4,245	-	-	-	-	-

Notes:

Revenues are collected in the operating fund (Fund 131). Funds not utilized for operating the E 911 System are transferred to the capital fund for future expenditure on capital upgrades at year end.

Leon County Fiscal Year 2019 Adopted Budget

Impact Fee - Countywide Road District (341)

Fund Type: Capital Projects

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Pool Interest Allocation	361111	1,979	-	-	-	-	-	-	-
Total Revenues		1,979	-	-	-	-	-	-	-
Revenues Less Appropriations		-	-	-	-	-	-	-	-

Notes:

This fund will be closed at year end.

Leon County Fiscal Year 2019 Adopted Budget

Impact Fee - Northwest Urban Collector (343)

Fund Type: Capital Projects

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Pool Interest Allocation	361111	736	-	-	-	-	-	-	-
Total Revenues		736	-	-	-	-	-	-	-
Revenues Less Appropriations		-	-	-	-	-	-	-	-

Notes:

This fund will be closed at year end.

Leon County Fiscal Year 2019 Adopted Budget

Impact Fee - Southeast Urban Collector (344)

Fund Type: Capital Projects

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Pool Interest Allocation	361111	1,034	-	-	-	-	-	-	-
Total Revenues		1,034	-	-	-	-	-	-	-
Revenues Less Appropriations		-	-	-	-	-	-	-	-

Notes:

This fund will be closed at year end.

Leon County Fiscal Year 2019 Adopted Budget

Sales Tax - Extension 2020 (351)

Fund Type: Capital Projects

In November of 2014, Leon County residents approved a referendum providing a second extension of the 1998 imposed 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. The extension commits 80% of the revenues for Blueprint 2020 infrastructure projects, Blueprint 2020 Economic Development Programs, and Liveable Infrastructure For Everyone (L.I.F.E.) projects. The remaining 20% will be split evenly between the County and the City. The County's 10% share, accounted for in the 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 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
1 Cent Sales Tax	312600	-	-	-	-	3,341,150	4,588,500	4,726,250	4,867,800
Total Revenues		-	-	-	-	3,341,150	4,588,500	4,726,250	4,867,800
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Open Graded Cold Mix Main/Resurfacing	026006-541	-	-	-	-	600,000	600,000	600,000	600,000
Arterial/Collect/Local Road Resurfacing	056001-541	-	-	-	-	2,395,300	3,488,500	3,626,250	3,767,800
Intersection and Safety Improvement	057001-541	-	-	-	-	345,850	500,000	500,000	500,000
Total Appropriations		-	-	-	-	3,341,150	4,588,500	4,726,250	4,867,800
Revenues Less Appropriations		-	-	-	-	-	-	-	-

Notes:

In November 4, 2014, Leon County residents approved a ballot initiative to extend the current 1 Cent Local Option Sales Tax for another 20 years until 2039. This fund has been established for the County's 10% share of the new sales tax revenue beginning in FY 2020.

Leon County Fiscal Year 2019 Adopted 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, Sidewalks, and Liveable Infrastructure For Everyone (L.I.F.E.) projects.

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
LIFE Revenue	312601	-	-	-	-	668,230	917,700	945,250	973,560
BP2000 JPA Revenue	343916	-	-	-	-	2,906,250	3,875,000	3,875,000	3,875,000
Total Revenues		-	-	-	-	3,574,480	4,792,700	4,820,250	4,848,560

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Sidewalk Program	056013-541	-	-	-	-	937,500	1,250,000	1,250,000	1,250,000
BluePrint 2020 L.I.F.E.	067004-538	-	-	-	-	668,230	917,700	945,250	973,560
Transfers	950-581	-	-	-	-	375,000	500,000	2,625,000	2,625,000
Budgeted Reserves - Sales Tax 2020 JPA Agreement	990-599	-	-	-	-	1,593,750	2,125,000	-	-
Total Appropriations		-	-	-	-	3,574,480	4,792,700	4,820,250	4,848,560
Revenues Less Appropriations		-	-	-	-	-	-	-	-

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 FY 2039. This fund has been established for the BluePrint 2020 JPA and LIFE revenue generated from the new sales tax revenue beginning in FY 2020.

Out years reflect a transfer to the Capital Improvement Fund (305) for repayment of sewer grant match funding used for water quality projects.

Leon County Fiscal Year 2019 Adopted Budget

Solid Waste (401)

Fund Type: Enterprise

The Solid Waste Fund is an enterprise fund established in support of the County's waste management programs. Major revenue sources for the Solid Waste Operations Fund include the Non-Ad Valorem Assessment, 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 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Solid Waste	313700	357,583	270,817	361,159	343,101	346,532	349,997	353,497	357,032
Waste Disposal Special Assessment	319150	1,485,394	1,454,830	1,568,480	1,490,056	1,504,957	1,520,007	1,535,207	1,550,559
Delinquent Assessments 2006	319206	499	-	-	-	-	-	-	-
Delinquent Assessments 2007	319207	437	-	-	-	-	-	-	-
Delinquent Taxes 2008	319208	149	-	-	-	-	-	-	-
Delinquent Assessment - 2009	319209	127	-	-	-	-	-	-	-
Delinquent Assessments-2011	319211	170	-	-	-	-	-	-	-
Delinquent Assessments 2012	319212	354	-	-	-	-	-	-	-
Delinquent Assessments 2013	319213	2,892	-	-	-	-	-	-	-
Delinquent Assessments-2014	319214	8,348	-	-	-	-	-	-	-
Delinquent Assessments-2015	319215	12,940	-	-	-	-	-	-	-
Operating Income - Class I	343410	(6,749)	-	-	-	-	-	-	-
Transfer Station Receipts	343411	7,111,305	6,173,255	7,076,311	6,722,495	6,889,315	7,067,095	7,242,868	7,430,125
Marpan Administrative Fee	343412	-	8,313	8,415	7,994	7,994	7,994	7,994	7,994
Marpan Class III Residuals	343413	808,070	859,250	841,520	841,520	859,108	878,094	897,500	917,335
Operating Income - Tires	343415	42,140	39,150	51,574	48,995	49,486	49,980	50,480	50,986
Operating Income - Electronics	343416	5,138	4,928	5,171	4,912	4,962	5,010	5,062	5,112
Operating Income - Yard Trash Clean	343417	129,596	12,839	67,993	64,593	65,239	65,892	66,551	67,216
Operating Income - Yard Trash	343418	299,426	35,407	55,246	52,484	53,008	53,538	54,074	54,615
Operating Income - Landfill Yard Trash Bagged	343420	359,755	372,726	42,920	40,774	41,023	41,524	42,022	42,522
Resource Recovery (metals, etc)	343451	79,697	106,972	112,603	106,973	110,182	113,487	116,892	120,398
Hazardous Waste	343453	30,897	24,759	27,674	26,290	26,553	26,819	27,087	27,358
Recycling Promotional Services	343461	-	33,250	35,000	33,250	34,248	35,275	36,334	37,423
Rural Waste Services Center Permit	343462	173,986	206,789	217,673	206,789	208,858	210,946	213,055	215,185
Recyclable Materials	343463	-	84,703	92,205	87,595	89,355	90,249	91,152	92,063
Interest Income - Investment	361110	133,632	98,064	103,226	98,065	101,007	104,037	107,158	110,373
Pool Interest Allocation	361111	71,786	59,280	47,600	45,220	46,577	47,974	49,413	50,895
Net Incr(decr) In Fmv Of Investment	361300	(110,881)	-	-	-	-	-	-	-
Rents And Royalties	362000	15,788	16,869	16,509	16,509	17,004	17,514	18,039	18,580
Disposition Of Fixed Assets	364000	-	-	-	-	95,000	95,000	95,000	95,000
Equipment Buyback	364100	263,750	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	-	25,485	26,827	25,486	26,250	27,038	27,849	28,684
Other Miscellaneous Revenue	369900	246	-	-	-	-	-	-	-
Transfer From Fund 126	381126	448,670	458,540	453,502	453,502	471,279	490,083	510,029	531,144
Appropriated Fund Balance	399900	-	586,488	-	-	451,721	539,246	-	-
Total Revenues		11,725,145	10,932,714	11,211,607	10,716,603	11,499,658	11,836,799	11,547,263	11,810,599

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Landfill Improvements	036002-534	138,816	100,000	20,000	20,000	20,000	20,000	20,000	20,000
Solid Waste Facility Heavy Equip. & Vehicle Replacement	036003-534	348,346	103,000	49,500	31,000	218,000	388,000	-	40,000
Transfer Station Heavy Equip Replacement	036010-534	387,191	39,600	145,125	113,125	454,202	395,000	165,000	470,000
Transfer Station Improvements	036023-534	30,666	150,000	338,665	338,665	150,852	150,852	150,852	120,852
Solid Waste Master Plan	036028-534	28,029	-	-	-	-	-	-	-
Rural/Hazardous Waste Vehicle and Equipment Replacement	036033-534	176,732	139,488	110,000	18,000	210,000	263,000	-	-
Pre-Fabricated Buildings	036041-534	26,211	20,000	45,000	45,000	-	-	-	-
Hazardous Waste Vehicle and Equipment Replacement	036042-534	-	32,500	-	-	-	-	-	-
Yard Waste	416-534	-	608,894	596,170	417,092	417,886	407,408	406,898	406,481

Leon County Fiscal Year 2019 Adopted Budget

Solid Waste (401)

Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Landfill Closure	435-534	136,533	-	-	-	-	-	-	-
Rural Waste Service Centers	437-534	652,360	676,213	660,291	659,917	673,543	687,760	702,612	718,075
Transfer Station Operations	441-534	6,931,095	7,114,555	7,079,329	7,079,329	7,205,332	7,333,564	7,464,967	7,599,651
Solid Waste Management Facility	442-534	1,014,598	648,231	683,852	555,284	677,856	683,783	689,980	696,462
Hazardous Waste	443-534	659,025	682,230	696,707	696,707	710,537	724,956	732,914	741,159
MIS Automation - Solid Waste Fund	470-534	23,320	22,840	24,044	24,044	24,665	25,305	25,964	26,643
Solid Waste - Risk	495-534	23,061	21,625	20,385	20,385	20,752	21,130	21,520	21,921
Indirect Costs - Solid Waste	499-534	523,000	489,000	583,000	583,000	600,000	619,000	637,000	656,000
Tax Collector	513-586	30,227	32,620	32,620	32,620	33,598	34,606	35,644	36,713
Transfers	950-581	86,918	51,918	82,435	82,435	82,435	82,435	82,435	82,435
Budgeted Reserves - Solid Waste Fund	990-599	-	-	-	-	-	-	411,477	174,207
Total Appropriations		11,216,128	10,932,714	11,167,123	10,716,603	11,499,658	11,836,799	11,547,263	11,810,599
Revenues Less Appropriations		509,017	-	44,484	-	-	-	-	-

Notes:

The Solid Waste fund is an enterprise fund and is supported by an assessment and tipping fees collected at the Transfer Station. The Rural Waste Collection Centers are supported by fees and a transfer from non-countywide general revenue to support operations. For FY 2019, the transfer amount is \$453,502. FY 2019 capital funding is included for Landfill Improvements, Transfer Station Improvements, various vehicle and heavy equipment replacements, and prefabricated buildings.

Leon County Fiscal Year 2019 Adopted Budget

Insurance Service (501)

Fund Type: Internal Services

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Pool Interest Allocation	361111	63,521	40,375	42,500	40,375	40,375	40,375	40,375	40,375
Net Incr(decr) In Fmv Of Investment	361300	(28,634)	-	-	-	-	-	-	-
Transfer From Fund 145	381145	-	-	42,665	42,665	43,092	43,523	43,958	44,398
Vehicle Insurance	396100	517,373	339,244	295,628	295,628	298,585	301,570	304,586	307,632
General Liability	396200	481,990	522,093	519,542	519,542	524,738	529,986	535,287	540,639
Aviation Insurance	396300	39,022	39,800	44,900	44,900	45,349	45,802	46,260	46,723
Property Insurance	396400	962,505	809,599	796,680	796,680	804,619	812,637	820,736	828,916
Workers Compensation Insurance	396600	1,853,259	1,600,152	1,634,075	1,634,075	1,654,310	1,672,084	1,690,155	1,708,533
Total Revenues		3,889,036	3,351,263	3,375,990	3,373,865	3,411,068	3,445,977	3,481,357	3,517,216
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Risk Management	132-513	186,030	210,511	196,608	196,608	200,604	204,762	209,094	213,603
MIS Automation-Risk Fund	470-513	355	225	223	223	223	223	223	223
Enterprise Fund Fixed Asset Allocation	494-596	567,218	-	-	-	-	-	-	-
Insurance Service - Risk	495-596	-	425	447	447	447	447	447	447
Indirect Costs - Insurance Service	499-596	24,000	30,000	32,000	32,000	33,000	34,000	35,000	36,000
Workers' Comp Risk Management	821-596	2,872,724	3,094,658	3,158,555	3,126,368	3,158,555	3,188,286	3,218,314	3,248,643
Transfers	950-581	25,000	-	-	-	-	-	-	-
Budgeted Reserves - Insurance Service	990-599	-	15,444	18,219	18,219	18,239	18,259	18,279	18,300
Total Appropriations		3,675,327	3,351,263	3,406,052	3,373,865	3,411,068	3,445,977	3,481,357	3,517,216
Revenues Less Appropriations		213,709	-	(30,062)	-	-	-	-	-

Notes:

For FY 2019, reflects an increase in the State payment for the County's self-insurance for workers' compensation, and other County insurance premiums such as property, vehicle and general liability.

In addition, to provide sufficient resources for the capital program, the Board approved a \$10 million capital fund sweep at the June 19, 2018 workshop. Of the \$10 million fund sweep, \$1.1 million was swept from the Insurance Services Fund to support capital improvement projects. The fund sweep will support the planned capital improvement program through FY 2020.

Leon County Fiscal Year 2019 Adopted Budget

Communications Trust (502)

Fund Type: Internal Services

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Pool Interest Allocation	361111	363	-	-	-	-	-	-	-
Refund Of Prior Year Expenses	369300	2,433	-	-	-	-	-	-	-
Departmental Billings	394000	722,008	625,914	858,689	858,689	858,689	858,689	858,689	858,689
Departmental Billings - MIS Automation	394200	440,539	387,813	394,933	394,933	394,933	394,933	394,933	394,933
Total Revenues		1,165,343	1,013,727	1,253,622	1,253,622	1,253,622	1,253,622	1,253,622	1,253,622
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Communications Trust	900-590	918,870	1,013,727	966,674	1,253,622	1,253,622	1,253,622	1,253,622	1,253,622
Total Appropriations		918,870	1,013,727	966,674	1,253,622	1,253,622	1,253,622	1,253,622	1,253,622
Revenues Less Appropriations		246,473	-	286,948	-	-	-	-	-

Notes:

Increase associated with an increase in repair and maintenance costs and upgrades to the phone system. Additionally, beginning in FY 2019, this fund is used to pay charges from communication charges from the State of Florida, Department of Management Services that were previously paid from individual department budgets.

Leon County Fiscal Year 2019 Adopted Budget

Motor Pool (505)

Fund Type: Internal Services

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

Revenue Sources	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Pool Interest Allocation	361111	1,188	-	-	-	-	-	-	-
Departmental Billings - Fleet	394100	1,690,001	1,426,765	1,412,208	1,412,208	1,430,127	1,459,076	1,484,080	1,509,992
Gas And Oil Sales	395100	952,354	1,542,029	1,317,220	1,317,220	1,317,220	1,317,220	1,317,220	1,317,220
Total Revenues		2,643,543	2,968,794	2,729,428	2,729,428	2,747,347	2,776,296	2,801,300	2,827,212
Appropriations by Department/Division	Acct #	Actual FY 2017	Adopted FY 2018	Requested FY 2019	Budget FY 2019	Planned FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023
Fleet Maintenance	425-591	2,692,417	2,932,906	2,718,129	2,718,129	2,736,048	2,764,997	2,790,001	2,815,913
MIS Automation - Motor Pool Fund	470-519	1,870	1,710	1,884	1,884	1,884	1,884	1,884	1,884
Fleet Maintenance - Risk	495-591	9,172	9,178	9,415	9,415	9,415	9,415	9,415	9,415
Transfers	950-581	-	25,000	-	-	-	-	-	-
Total Appropriations		2,703,459	2,968,794	2,729,428	2,729,428	2,747,347	2,776,296	2,801,300	2,827,212
Revenues Less Appropriations		(59,916)	-	-	-	-	-	-	-

Notes:

Decrease reflects saving attributable to diesel costs not increasing as much as the market anticipated in FY 2018, providing an estimated savings of \$279,000 in FY 2019.

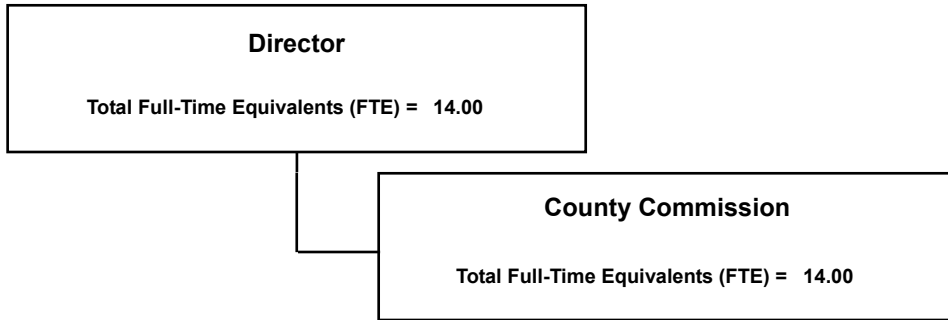
Leon County Fiscal Year 2019 Adopted Budget

Board of County Commissioners

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Leon County Fiscal Year 2019 Adopted Budget

Board of County Commissioners



Leon County Fiscal Year 2019 Adopted Budget

Board of County Commissioners

Executive Summary

This section of the Leon County FY 2019 Tentative 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 2017-18, consistent with the priorities established in the County's five-year Strategic Plan. In October 2017, the Board conducted a workshop on local crime statistics, convening local law enforcement and judicial stakeholders to discuss leveraging resources and taking collective action to reduce crime in Leon County. In April 2018, the Board adopted an ordinance to close the "gun show loophole," enhancing public safety in Leon County by requiring a criminal history records check and mandatory three-day waiting period for firearms purchased from non-licensed dealers. In December 2017, the Board accepted and directed the implementation of the Hurricane Irma After-Action Report, which included 95 findings and 65 specific recommendations to strengthen the County's ability to respond to and recover from future disasters. 100% of the recommendations have been completed. As a result of the County's disaster preparedness and response efforts, the County was recognized by the Federal Alliance For Safe Homes as the Nation's first #HurricaneStrong Community during the National Hurricane Conference in March 2018. The Board also voted in June 2018 to place a referendum on the November 2020 General Election ballot to establish a Children's Services Council, which would provide dedicated funding to support services for children and families throughout Leon County.

The Leon County Board of County Commissioners also took several actions in Fiscal Year 2017-18 to further enhance the fiscal and organizational health of the County government. In late 2017 and early 2018, the Board successfully convened a Citizen Charter Review Committee to review the County's Home Rule Charter and propose revisions for consideration by Leon County voters. As prescribed by the Charter, this process occurs once every eight years. Following the citizen review committee's final report, the Board voted to place an amendment on the November 2018 General Election ballot that would provide for a Code of Ethics to be included in the County's Charter. In April 2018, the Board directed County staff to conduct a study on gender-based pay equity in Leon County government, which found that female County employees earn a slightly higher median salary than their male counterparts and revealed no indication of gender-based pay inequity. The Board also voted to exclude information regarding salary history from the County's employment application as a best practice in the County's hiring process to ensure the continued equity of the County's pay plan in the future. Finally, in May 2018 the Board voted to restructure the County's Participation in the Community Redevelopment Agency. The restructuring provides \$23 million in overall savings to the County while at the same time extending the County's investment in the Frenchtown/Southside CRA District.

During the development of the FY 2019 budget, the Board also addressed key budget issues concerning human services, capital improvements, and economic development. The Board preliminarily approved a \$263.6 million operating and capital budget while maintaining the countywide millage rate at 8.3144 for the seventh consecutive year. The Board also reduced the use of fund balance by \$500,000 to balance the Fiscal Year 2019 budget. Additional fiscal policy highlights from FY 2017-18 include approving the following:

- \$720,000 to support the proposed FY 2019-FY 2021 Tourism Strategic Plan;
- \$30,000 in the Capital Improvement Program for design and construction of dog parks in the unincorporated area (Strategic Initiative 2016-24F);
- An additional \$10,000 for the "Created Equal" event as part of Leon County's Citizen Engagement Series;
- A 24% reduction to Emergency Medical Transport Fees, saving customers \$800,000 annually;
- \$850,000 for the implementation of the Apalachee Regional Park master plan;
- The allocation of \$2.09 million to reserves in order to assist with future year budget balancing (if the additional \$25,000 homestead exemption passes on the November 6, 2018 general election ballot, \$1 million of reserves will come from CRA savings);
- \$57,772 for the Microsoft 365 Conversion (Strategic Initiative 2016-39); and
- \$20,000 for the State Attorney's Diversion Program to reduce recidivism (Strategic Initiative 2016-30).

Leon County Fiscal Year 2019 Adopted Budget

Board of County Commissioners

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,589,373	1,590,740	1,726,166	-	1,726,166	1,783,409
Operating	89,513	112,768	112,575	-	112,575	112,575
Total Budgetary Costs	1,678,886	1,703,508	1,838,741	-	1,838,741	1,895,984
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
County Commission	1,678,886	1,703,508	1,838,741	-	1,838,741	1,895,984
Total Budget	1,678,886	1,703,508	1,838,741	-	1,838,741	1,895,984
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	1,678,886	1,703,508	1,838,741	-	1,838,741	1,895,984
Total Revenues	1,678,886	1,703,508	1,838,741	-	1,838,741	1,895,984
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
County Commission	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalentents (FTE)	14.00	14.00	14.00	-	14.00	14.00

Leon County Fiscal Year 2019 Adopted Budget

Board of County Commissioners

Board of County Commissioners (001-100-511)

Goal	The goal of the County Commission is to serve as elected officers and fiscal representatives of the County as well as to serve as the legislative and governing body of the County government.
Core Objectives	<ol style="list-style-type: none"> 1. Provide leadership and direction to County departments and programs in order to facilitate efficient and cost-effective delivery of services. 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

Leon County Fiscal Year 2019 Adopted Budget

Board of County Commissioners

County Commission Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,589,373	1,590,740	1,726,166	-	1,726,166	1,783,409
Operating	89,513	112,768	112,575	-	112,575	112,575
Total Budgetary Costs	1,678,886	1,703,508	1,838,741	-	1,838,741	1,895,984
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Commission At-Large (Group 1) (001-106-511)	6,348	12,500	12,500	-	12,500	12,500
Commission At-Large (Group 2) (001-107-511)	11,898	12,500	12,500	-	12,500	12,500
Commission District 1 (001-101-511)	16,241	12,500	12,500	-	12,500	12,500
Commission District 2 (001-102-511)	5,464	12,500	12,500	-	12,500	12,500
Commission District 3 (001-103-511)	12,442	12,500	12,500	-	12,500	12,500
Commission District 4 (001-104-511)	7,966	12,500	12,500	-	12,500	12,500
Commission District 5 (001-105-511)	8,847	12,500	12,500	-	12,500	12,500
Commissioners' Account (001-108-511)	20,307	25,268	25,075	-	25,075	25,075
County Commission (001-100-511)	1,589,373	1,590,740	1,726,166	-	1,726,166	1,783,409
Total Budget	1,678,886	1,703,508	1,838,741	-	1,838,741	1,895,984
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	1,678,886	1,703,508	1,838,741	-	1,838,741	1,895,984
Total Revenues	1,678,886	1,703,508	1,838,741	-	1,838,741	1,895,984
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
County Commission	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalentents (FTE)	14.00	14.00	14.00	-	14.00	14.00

Leon County Fiscal Year 2019 Adopted Budget

Board of County Commissioners

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

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,589,373	1,590,740	1,726,166	-	1,726,166	1,783,409
Total Budgetary Costs	1,589,373	1,590,740	1,726,166	-	1,726,166	1,783,409
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	1,589,373	1,590,740	1,726,166	-	1,726,166	1,783,409
Total Revenues	1,589,373	1,590,740	1,726,166	-	1,726,166	1,783,409
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 2019 budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%- 5% based on a 3% average. Funding for performance raises pertains to Commission staff only. Board of County Commissioner salaries are pursuant to County ordinance which uses the rate set by the State of Florida.

Leon County Fiscal Year 2019 Adopted Budget

Board of County Commissioners

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

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	16,241	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	16,241	12,500	12,500	-	12,500	12,500
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	16,241	12,500	12,500	-	12,500	12,500
Total Revenues	16,241	12,500	12,500	-	12,500	12,500

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

Leon County Fiscal Year 2019 Adopted Budget

Board of County Commissioners

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

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	5,464	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	5,464	12,500	12,500	-	12,500	12,500
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	5,464	12,500	12,500	-	12,500	12,500
Total Revenues	5,464	12,500	12,500	-	12,500	12,500

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

Leon County Fiscal Year 2019 Adopted Budget

Board of County Commissioners

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

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	12,442	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	12,442	12,500	12,500	-	12,500	12,500
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	12,442	12,500	12,500	-	12,500	12,500
Total Revenues	12,442	12,500	12,500	-	12,500	12,500

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

Leon County Fiscal Year 2019 Adopted Budget

Board of County Commissioners

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

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	7,966	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	7,966	12,500	12,500	-	12,500	12,500
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	7,966	12,500	12,500	-	12,500	12,500
Total Revenues	7,966	12,500	12,500	-	12,500	12,500

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

Leon County Fiscal Year 2019 Adopted Budget

Board of County Commissioners

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

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	8,847	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	8,847	12,500	12,500	-	12,500	12,500
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	8,847	12,500	12,500	-	12,500	12,500
Total Revenues	8,847	12,500	12,500	-	12,500	12,500

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

Leon County Fiscal Year 2019 Adopted Budget

Board of County Commissioners

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

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	6,348	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	6,348	12,500	12,500	-	12,500	12,500
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	6,348	12,500	12,500	-	12,500	12,500
Total Revenues	6,348	12,500	12,500	-	12,500	12,500

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

Leon County Fiscal Year 2019 Adopted Budget

Board of County Commissioners

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

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	11,898	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	11,898	12,500	12,500	-	12,500	12,500
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	11,898	12,500	12,500	-	12,500	12,500
Total Revenues	11,898	12,500	12,500	-	12,500	12,500

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

Leon County Fiscal Year 2019 Adopted Budget

Board of County Commissioners

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

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	20,307	25,268	25,075	-	25,075	25,075
Total Budgetary Costs	20,307	25,268	25,075	-	25,075	25,075
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	20,307	25,268	25,075	-	25,075	25,075
Total Revenues	20,307	25,268	25,075	-	25,075	25,075

The major variances for the FY19 budget are as follows:

Decreases to program funding:

1. Decrease in phone system and communications costs in the amount of \$208 associated with number of phones, internet usage and maintenance costs of the system.

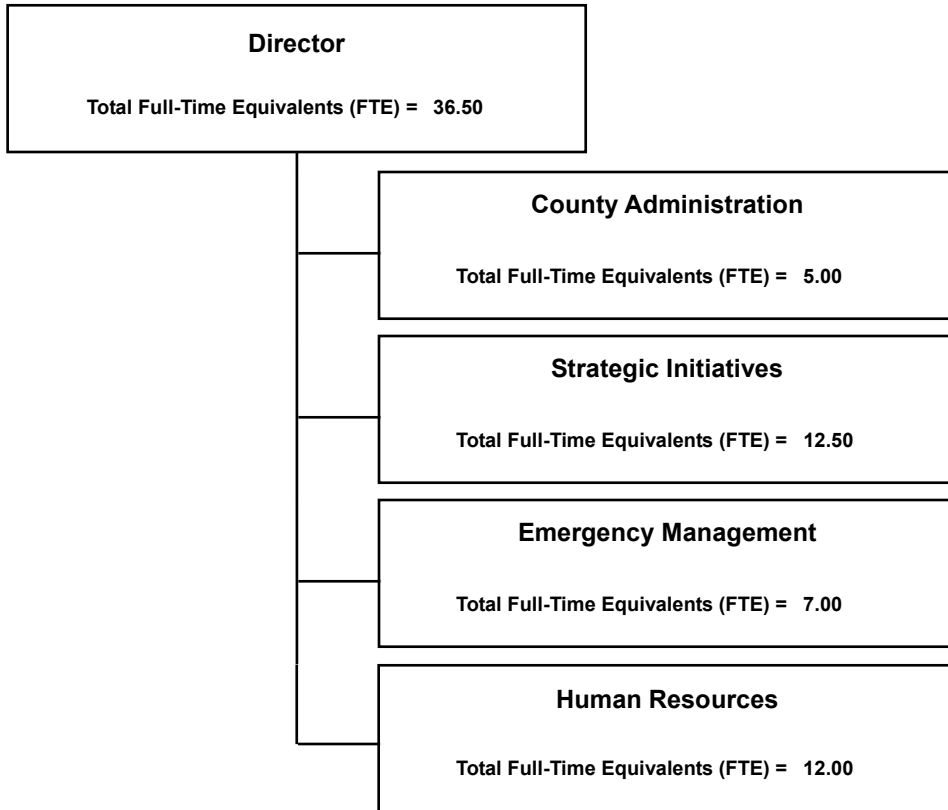
Leon County Fiscal Year 2019 Adopted Budget

Administration

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Leon County Fiscal Year 2019 Adopted Budget

Administration



Leon County Fiscal Year 2019 Adopted Budget

Administration

Executive Summary

The Administrative section of the Leon County FY 2019 Tentative Budget is comprised of County Administration, Emergency Management, Strategic Initiatives, Community & Media Relations, and Human Resources.

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

Administration and Community and Media Relations once again guided the County through: the successful execution of the third annual Created Equal event, which brought nearly 600 community members to discuss race relations and to encourage communication among all members of the community; coordination and implementation of the Leon Works initiative which has provided nearly 1,000 local high school students and 500 members of the public with training opportunities and exposure to skilled careers within our community since its inception in 2015; continuing to engage citizens with the Citizen Engagement Series events; supporting local veterans via the Operation Thank You Initiative; and promoting disaster preparedness to nearly 2,000 participants with the "Build Your Bucket".

During FY 2018, the County was recognized for its leadership and innovation by the National Association of Counties (NACo), earning 10 more Achievement Awards for Leon County programs and initiatives. Some of the initiatives awarded include: the creation of the Office of Community Relations and Resilience, Leon County Citizens Connect Mobile App, and the Leon Works Junior Apprenticeship Program.

Community & Media Relations (CMR) continued to enhance the community's access to Leon County Government, and to promote transparency and accountability. Additionally, CMR provided expertise to departments across the County in promoting and executing community events resulting in local and state rewards for disaster preparedness campaigns, the Leon County Citizens Connect Mobile App, and Household Hazardous Waste campaign.

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

The Division of Emergency Management has implemented all 65 recommendations for improvement identified in the Hurricane Irma After Action Report. The Division maintained its strong preparedness program hosting 12 training courses for responders; hosting an emergency preparedness workshop for Nursing Home and Assisted Living Facility administrators; and the annual Citizens Engagement Series on Preparing for Disaster. This year's Build Your Bucket event provided 800 citizens with a starter disaster supply kit to enhance citizen resiliency. All of the Division efforts in disaster preparedness helped earn the County *#HurricaneStrong* Community recognition by the Federal Alliance for Safe Homes, Inc. Leon County is the first community in the Nation to receive this designation. Additionally, 911 System staff maintained database accuracy, processing 50,367 telephone number records, with 5,972 records requiring addresses validation correction. Staff also completed a plan to achieve the National Emergency Number Association standard for Next Generation-911 implementation for validating telephone numbers to address points.

Leon County Fiscal Year 2019 Adopted 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, customer responsive public services within the bounds of available resources.

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.
- 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.
- G3 - Sustain a culture that respects, engages, and empowers citizens in important decisions facing the community.
- G4 - Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices.
- G5 - Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner.

Strategic Initiatives

October 1, 2017–September 30, 2021

- | | |
|---|-------------|
| 1. Continue to work with FSU on the Civic Center District Master Plan to include the potential partnership to realize the convention center space desired by the County and to bring back issues related to the County's financial and programming roles and participation for future Board consideration. (EC1, EC4) | In Progress |
| 2. Support the revision of Sec. 125.0104, F.S. to modify the eligibility for levying the local option High Tourism Impact Tax to include counties that are home to Preeminent State Research Universities in order to levy a sixth cent to support the convention center and arena district. (EC4) | Ongoing |
| 3. Continue to pursue opportunities for workforce development, including:
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) | Ongoing |
| 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) | Ongoing |
| 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) | In Progress |
| 7. Continue to Support Commissioner Desloge during his term as NACo President. (G1) | Complete |

Leon County Fiscal Year 2019 Adopted Budget

County Administration

Strategic Initiatives October 1, 2017 – September 30, 2021	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.	Ongoing	
	10. Seek opportunities for partnerships through NACO and FAC's enterprise programs. (G1)	In Progress	
	11. Continue to explore opportunities for efficiency and cost savings through intergovernmental functional consolidation where appropriate. (G5)	Complete-Ongoing	
	12. 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.	Complete	
	13. Partner with Federal Alliance for Safe Housing (FLASH) to become the nation's first #HurricaneStrong county.	Complete	
	14. 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.	Complete - Ongoing	
	15. Continue to support Commissioner Maddox in his efforts to become Florida Association of Counties President. (G1)	In Progress	
	16. Implement the recommendations of the Hurricane Irma After Action Report.	Complete	
	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. Recommend the Board adopt the Tourism Impact Tax issue as part of the 2019 State and Federal Legislative Priorities Program.	Strategic Initiatives
		3. A.) Hosted the 2018 Leon Works Expo. B.) Established the Elevate Florida's Capital for Business: Catalyzing Workforce Development Opportunities program.	Strategic Initiatives
		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.	Community & Media Relations
		6. Staff will host a Citizen Engagement event focused on the business opportunities in the rural community.	Community & Media Relations
		7. Assisted Commissioner Desloge during the NACo 2017 Annual Conference.	Strategic Initiatives
8. Staffed the Charter Review Committee and Conducted Public Hearings for proposed charter amendments.		Strategic Initiatives	
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, Human Resources	
11. Developed a new CHSP process with the City of Tallahassee. Conducting joint Alternative Mobility Funding Systems study and joint Disparity study.		Strategic Initiatives	
12. Identifying opportunities to partner with higher learning educational schools who offer skilled craft, paraprofessional, and technical raining.		Human Resources	

Leon County Fiscal Year 2019 Adopted Budget

County Administration

Actions

- | | |
|--|-----------------------------|
| 13. Continue to partner with FLASH on the County's annual hurricane preparedness activities. | Emergency Management |
| 14. Presented an agenda item on alternate approaches to <i>Created Equal</i> event, including an update from the Tallahassee Symphony Orchestra on free and reduced price tickets. | Community & Media Relations |
| 15. Assist Commissioner Maddox as needed during FAC Conferences. | Strategic Initiatives |
| 16. Presented report on the implementation of the Hurricane Irma After-Action Report and Preparation for the 2018 Hurricane Season. | Emergency Management |

Bold Goals and Five-Year Targets

Bold Goal: *Implement 500 citizen ideas, improvements, solutions and opportunities for co-creation. (BG4)*

	FY 2017	FY 2018 ¹	FY 2019	FY 2020 through FY 2021	Total
Citizen Ideas Implemented ²	107	100	100	TBD	307

Strategic Target: *Connect 5,000 students and citizens to middle skilled job career opportunities. (T3)*

	FY 2017	FY 2018 ¹	FY 2019	FY 2020 through FY 2021	Total
Students/ Citizens Connected ³	1,560	1,000	1,000	TBD	3,560

Strategic Target: *Achieve 90% employee participation in the County's "My Rewards" Well Being Program. (T14)*

	FY 2017	FY 2018 ¹	FY 2019	FY 2020 through FY 2021	Total
"My Rewards" Participation ⁴	88%	89%	89%	TBD	89%

Strategic Target: *100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace. (T16)*

	FY 2017	FY 2018 ¹	FY 2019	FY 2020 through FY 2021	Total
Employees Trained ⁵	10%	30%	60%	TBD	60%

Notes:

- The reporting for FY 2018 are estimates only. At the time this document was published, the fiscal year for 2018 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2020 Budget.
- Staff anticipates implementing 100 citizen ideas, improvements, solutions and opportunities for co-creation each year. However, this is subject to citizen feedback.
- 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 launch of the Leon Works Junior Apprenticeship program as well as participation in the Ghazvini Learning Center's monthly career luncheons. As a result, 1,560 students and citizens have been connected to middle skilled job opportunities since the start of fiscal year 2017, 31% of the County's five-year Target. Staff anticipates annually connecting 1,000 students and citizens to middle skilled job career opportunities per through the County's Leon Works, Junior Apprentice, and other related programs.
- 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. Staff anticipates an annual increase between FY 2017 through FY 2021, achieving 90% employee participation in the County's "My Rewards" Well Being Program in FY 2021.
- To ensure 100% of County employees are trained, Human Resources will increase the number of trainings provided each year. Additionally, Staff will work directly with program areas to provide on-site trainings at work areas where staff are required to works 24/7 shifts.

Leon County Fiscal Year 2019 Adopted Budget

Administration

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	3,113,948	3,558,257	3,385,951	-	3,385,951	3,495,375
Operating	968,576	1,782,100	1,847,885	50,000	1,897,885	1,829,452
Transportation	1,172	10,678	10,368	-	10,368	10,368
Capital Outlay	2,040	25,000	10,224	-	10,224	10,224
Constitutional Payments	677,650	-	-	-	-	-
Budgeted Reserves	-	12,457	14,546	-	14,546	16,281
Total Budgetary Costs	4,763,386	5,388,492	5,268,974	50,000	5,318,974	5,361,700
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
County Administration	1,036,588	1,062,107	1,133,103	-	1,133,103	1,165,794
Strategic Initiatives	1,281,484	1,397,809	1,383,839	35,000	1,418,839	1,443,757
Human Resources	1,257,987	1,418,564	1,390,087	15,000	1,405,087	1,440,679
Emergency Management	1,187,327	1,510,012	1,361,945	-	1,361,945	1,311,470
Total Budget	4,763,386	5,388,492	5,268,974	50,000	5,318,974	5,361,700
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	3,576,059	3,878,480	3,907,029	50,000	3,957,029	4,050,230
125 Grants	139,886	328,462	121,155	-	121,155	121,155
130 9-1-1 Emergency Communications	1,047,441	1,181,550	1,240,790	-	1,240,790	1,190,315
Total Revenues	4,763,386	5,388,492	5,268,974	50,000	5,318,974	5,361,700
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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	-	12.50	12.50
Total Full-Time Equivalents (FTE)	36.50	36.50	36.50	-	36.50	36.50

Leon County Fiscal Year 2019 Adopted Budget

Administration

County Administration (001-110-512)

Goal	The goal of the County Administration is to provide leadership and direction to County employees, to facilitate the implementation of Board priorities and policies and to manage the operation of County functions to ensure the delivery of cost effective, customer-responsive public services within the bounds of available resources.
Core Objectives	<ol style="list-style-type: none"> 1. Provide leadership, coordination, and direction to County departments to facilitate the delivery of services consistent with Board priorities and policies. 2. Develop Action Plans and implement Annual Board Retreat Priorities. 3. Present Agenda Requests to the Board and provide staff recommendations on County issues requiring Board review and approval. 4. Engage County staff in discussions on County issues, employee concerns, and improvements in County processes. 5. Respond to the needs of County Commissioners in the development and execution of Board policies.
Statutory Responsibilities	County Administration is responsible for ensuring compliance with all applicable County Laws and Statutes administered by programs under the Board of County Commissioners.
Advisory Board	None

Leon County Fiscal Year 2019 Adopted Budget

Administration

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

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,006,942	1,025,248	1,098,165	-	1,098,165	1,130,856
Operating	29,646	36,859	34,938	-	34,938	34,938
Total Budgetary Costs	1,036,588	1,062,107	1,133,103	-	1,133,103	1,165,794
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	1,036,588	1,062,107	1,133,103	-	1,133,103	1,165,794
Total Revenues	1,036,588	1,062,107	1,133,103	-	1,133,103	1,165,794
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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
Sr. 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 2019 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 estimated at 7% rates and funding for performance raises in a range of 0%-5% based on a 3% average.

Decreases to program funding:

1. Decrease in phone system and communication costs in the amount of \$2,846 associated with number of phones, internet usage and maintenance of the system.

Leon County Fiscal Year 2019 Adopted Budget

Administration

Strategic Initiatives Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	768,378	869,865	856,001	-	856,001	885,396
Operating	512,570	526,266	526,470	35,000	561,470	556,993
Transportation	536	1,678	1,368	-	1,368	1,368
Total Budgetary Costs	1,281,484	1,397,809	1,383,839	35,000	1,418,839	1,443,757
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Community and Media Relations (001-116-513)	549,096	609,241	637,832	35,000	672,832	681,362
Strategic Initiatives (001-115-513)	732,388	788,568	746,007	-	746,007	762,395
Total Budget	1,281,484	1,397,809	1,383,839	35,000	1,418,839	1,443,757
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	1,281,484	1,397,809	1,383,839	35,000	1,418,839	1,443,757
Total Revenues	1,281,484	1,397,809	1,383,839	35,000	1,418,839	1,443,757
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Strategic Initiatives	8.00	7.50	7.50	-	7.50	7.50
Community and Media Relations	4.50	5.00	5.00	-	5.00	5.00
Total Full-Time Equivalents (FTE)	12.50	12.50	12.50	-	12.50	12.50

Leon County Fiscal Year 2019 Adopted Budget

Administration

Strategic Initiatives (001-115-513)

Goal	The goal of the Strategic Initiatives Division is to serve as a bridge from strategic planning to action implementation by ensuring alignment of organizational activities, initiatives, and culture with the overarching strategic vision and plan set forth by the Board of County Commissioners.
Core Objectives	<ol style="list-style-type: none"> 1. Provide for continuous growth of Leon County's leadership team to ensure the organizational culture is instilled throughout all work areas and services. 2. Serve as ombudsman to citizens in need of specialized information and services to ensure interactions remain people focused, performance driven. 3. Coordinate special projects, intergovernmental, and interdepartmental activities on behalf of County Administration. 4. Develop and track annual Federal and State legislative priorities and coordinate related lobbying services. 5. Coordinate and assemble the Commission meeting agenda.
Statutory Responsibilities	N/A
Advisory Board	Tallahassee/Leon County Commission on the Status of Women & Girls

Strategic Plan Bold Goals and Five-Year Targets				
Reference	Measure	FY 2017 Actual	FY 2018 Estimate	FY 2019 Estimate
BG4	Bold Goal: Implement 500 citizen ideas, improvements, solutions and opportunities for co-creation¹.	107	100	100
T3	Strategic Target: Connect 5,000 students and citizens to middle skilled job career opportunities².	1,560	1,000	1,000

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 launch of the Leon Works Junior Apprenticeship program as well as participation in the Ghazvini Learning Center's monthly career luncheons. As a result, 1,560 students and citizens have been connected to middle skilled job opportunities since the start of fiscal year 2017, 31% of the County's five-year Target. Staff anticipates annually connecting 1,000 students and citizens to middle skilled job career opportunities per through the County's Leon Works, Junior Apprentice, and other related programs.

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
G1	Percent of Commission Agenda packets and follow-ups disseminated within scheduled timeframe.	95%	95%	95%	95%
G2	Percent of Citizens Connect comments and concerns successfully resolved.	91%	94%	96%	95%
G2	Number of LEADS Listening Sessions conducted ¹ .	34	N/A	33	N/A
G3	Number of Community Legislative Dialogue meetings coordinated and managed ² .	3	3	1	1

Note(s):

1. LEADS Listening Sessions were held in 2014, 2016, and 2018 and will be held on a two-year cycle.
2. During staff's presentation of the 2017 Florida Legislative Session Final Report at the June 20, 2017 meeting, the Board directed staff to schedule a single Community Legislative Dialogue Meeting for the 2018 Florida Legislative Session for February 9, 2018.
3. The last Cross-Departmental Action Team Meeting session was convened in 2017. This process will be replaced with an employee committee, the Cross-Departmental Innovation Committee, selected by the Administrator to serve as an ongoing innovation team.

Leon County Fiscal Year 2019 Adopted Budget

Administration

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

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	482,240	502,255	486,190	-	486,190	502,578
Operating	250,148	286,313	259,817	-	259,817	259,817
Total Budgetary Costs	732,388	788,568	746,007	-	746,007	762,395
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	732,388	788,568	746,007	-	746,007	762,395
Total Revenues	732,388	788,568	746,007	-	746,007	762,395
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Special Projects Coordinator	1.00	1.00	1.00	-	1.00	1.00
Assistant to the County Administrator	2.00	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)	8.00	7.50	7.50	-	7.50	7.50

The major variances for the FY 2019 Strategic Initiatives budget are as follows:

Decreases to Program Funding:

1. Decrease in personnel services due to retirement of long term employee, offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7% and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Funds for the Village Square contract (\$26,500) have been realigned to Community & Media Relations.

Leon County Fiscal Year 2019 Adopted Budget

Administration

Community & Media Relations (001-116-513)

Goal	The goal of Community and Media Relations is to proactively facilitate the accurate, effective, timely, and consistent flow of public information to internal and external parties of interest, provide community outreach, and serve as the County's liaison with its media partners.
Core Objectives	<ol style="list-style-type: none"> 1. Coordinate special projects, intergovernmental, and interdepartmental activities on behalf of County Administration. 2. Manages Leon County Government's collective information and messaging; fosters proactive and responsive communication with the public; and maintains consistency in messaging, visual presentation and positive representation for the County. 3. Maintains routine contact with local news media outlets and manage shifting relationships with their personnel. 4. Prepares and distributes Leon County news and information via news releases, notices and other publications and oversees the content of Leon County's websites and government broadcast channel. 5. Organizes and manages news conferences, community meetings and special events. 6. Communicates key issues and information to the public and Leon County employees through the County newsletter, electronic publications, advertisements and mass notification alerts via email and texting. 7. Coordinates and executes the annual Neighborhood Recognition Program, and maintains partnerships with local, regional, and national associations. 8. Trains, prepares, and responds for Emergency Communication/Information within the Incident Command System (ICS) and trains/prepares County staff for interaction with media partners.
Statutory Responsibilities	In accordance to Florida Statute 125.001, the Public Information Officer posts public meetings to the County's general calendar and sends public notices to local media in order to appropriately notice all regular and special public meetings.
Advisory Board	N/A

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
G1, G3	Number of news advisories, releases, and notices detailing County activity ¹ .	200	318	300	300
G1, G3	Number of press conferences, community meetings and events ² .	58	55	80	60
G3	Number of participants in Citizen Engagement Series and Club of Honest Citizens.	350	900	950	1000
G5	Annual Report distribution.	1,545	1,647	1,650	1,650

Notes:

1. The FY 2017 increase is associated with additional news advisories, releases, and notices detailing County activity associated with Hurricane Irma.
2. The FY 2017 increase in number of press conferences associated with Hurricane Irma. Increase in community meetings and events associated with increased citizen engagement events, such as the Library Lecture Series and Created Equal (with over 600 attendees).
3. Annual Report Video and hard copy distribution is calculated in Annual Report numbers.

Leon County Fiscal Year 2019 Adopted Budget

Administration

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

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	286,138	367,610	369,811	-	369,811	382,818
Operating	262,422	239,953	266,653	35,000	301,653	297,176
Transportation	536	1,678	1,368	-	1,368	1,368
Total Budgetary Costs	549,096	609,241	637,832	35,000	672,832	681,362
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	549,096	609,241	637,832	35,000	672,832	681,362
Total Revenues	549,096	609,241	637,832	35,000	672,832	681,362
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Dir Community & Media Relation	1.00	-	-	-	-	-
Assistant to the County Administrator	-	0.50	0.50	-	0.50	0.50
Public Information Specialist	2.00	3.00	3.00	-	3.00	3.00
Public Info/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)	4.50	5.00	5.00	-	5.00	5.00

The major variances for the FY 2019 Community and Media Relations Budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7% and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Increase in phone system and communication costs in the amount of \$200 associated with number of phones, internet usage and maintenance costs of the system.
3. Professional Services costs for increased Closed Captioning Services in the amount of \$25,000.
4. Increase of funding for Created Equal event in the amount of \$10,000 in support of Strategic Initiatives, approved by the Board on February 13, 2018.
5. Funds for the Village Square contract (\$26,500) have been realigned from Strategic Initiatives.

Leon County Fiscal Year 2019 Adopted Budget

Administration

Emergency Management Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	271,016	589,192	363,120	-	363,120	374,866
Operating	235,985	874,363	965,055	-	965,055	901,099
Transportation	636	9,000	9,000	-	9,000	9,000
Capital Outlay	2,040	25,000	10,224	-	10,224	10,224
Constitutional Payments	677,650	-	-	-	-	-
Budgeted Reserves	-	12,457	14,546	-	14,546	16,281
Total Budgetary Costs	1,187,327	1,510,012	1,361,945	-	1,361,945	1,311,470
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Emergency Management (125-864-525)	32,182	121,155	121,155	-	121,155	121,155
Emergency Mgmt.-(EMPA) Base Grant-State	62,651	121,506	-	-	-	-
Emergency Mgmt.-(EMPG) Base Grant-Federal	45,053	85,801	-	-	-	-
Enhanced 9-1-1 (130-180-586)	677,650	-	-	-	-	-
Enhanced E-911-Administration (130-180-525)	369,791	1,181,550	1,223,830	-	1,223,830	1,173,355
Insurance for E-911 (130-495-525)	-	-	2,235	-	2,235	2,235
MIS Automation (130-470-525)	-	-	14,725	-	14,725	14,725
Total Budget	1,187,327	1,510,012	1,361,945	-	1,361,945	1,311,470
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
125 Grants	139,886	328,462	121,155	-	121,155	121,155
130 9-1-1 Emergency Communications	1,047,441	1,181,550	1,240,790	-	1,240,790	1,190,315
Total Revenues	1,187,327	1,510,012	1,361,945	-	1,361,945	1,311,470
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Emergency Management- Base Grant	2.00	-	-	-	-	-
Emergency Mgmt.-(EMPG) Base Grant-Federal	-	1.00	1.00	-	1.00	1.00
Emergency Mgmt.-(EMPA) Base Grant-State	-	1.00	1.00	-	1.00	1.00
Enhanced E-911-Administration	-	5.00	5.00	-	5.00	5.00
Enhanced 9-1-1	5.00	-	-	-	-	-
Total Full-Time Equivalents (FTE)	7.00	7.00	7.00	-	7.00	7.00

Leon County Fiscal Year 2019 Adopted Budget

Administration

Emergency Management (125-864-525)

Mission	The mission of Emergency Management is to save lives and protect the property of the residents of Leon County through the coordination of cost-effective and integrated public safety programs.
Core Objectives	<ol style="list-style-type: none"> 1. Maintain the Comprehensive Emergency Management Plan. 2. Maintain the functionality of the Emergency Operations Center. 3. Review health care facility plans. 4. Provide education on disaster preparedness, response, recovery, and mitigation.
Statutory Responsibilities	<p>F.S. 252.31-252.60 - "State Emergency Management Act"</p> <p>F.S. 395.1055 – Hospital Licensing and Regulation</p> <p>F.S. 400.23 – Nursing Homes and Related Health Care Facilities</p> <p>F.S. 429.41 – Assisted Care Communities</p>
Advisory Board	Local Emergency Planning Committee for Hazardous Materials; North Florida Domestic Security Task Force; Florida Domestic Security State Working Group Executive Committee; Local Mitigation Strategy Steering Committee; and Florida Division of Emergency Management, Emergency Management Advisory Workgroup.

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Q3	Number of annual exercises conducted/participated in.	6	7	4	4
Q3	Number of health care facility plans reviewed.	42	42	45	45
Q3	Number of presentations conducted.	12	13	15	12
Q3	Number of planning meetings facilitated.	6	10	6	6

Leon County Fiscal Year 2019 Adopted Budget

Administration

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

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	31,839	92,155	101,931	-	101,931	101,931
Transportation	343	9,000	9,000	-	9,000	9,000
Capital Outlay	-	20,000	10,224	-	10,224	10,224
Total Budgetary Costs	32,182	121,155	121,155	-	121,155	121,155
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
125 Grants	32,182	121,155	121,155	-	121,155	121,155
Total Revenues	32,182	121,155	121,155	-	121,155	121,155

The major variances for the FY19 Emergency Management budget are as follows:

Increases to Program Funding:

1. Costs related to the Emergency Management share of the County's copying contract centralized in the amount of \$6,755.

Decreases to Program Funding:

2. Postage in the amount of \$850.

Leon County Fiscal Year 2019 Adopted Budget

Administration

Emergency Management - Emergency Mgmt.-(EMPG) Base Grant-Federal (125-952001-525)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	45,053	85,801	-	-	-	-
Total Budgetary Costs	45,053	85,801	-	-	-	-
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
125 Grants	45,053	85,801	-	-	-	-
Total Revenues	45,053	85,801	-	-	-	-
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Emergency Management Coordinator	-	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	-	1.00	1.00	-	1.00	1.00

The major variances for the FY19 EMPG Base Grant are as follows:

Increases to Program Funding:

1. Funding represents County's personnel costs associated with the Federal Emergency Management Base Grant. These costs have increased due to retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7% and funding for performance raises in a range of 0%-5% based on a 3% average.

Note:

New grants are anticipated from the Florida Division of Emergency Management for July 2018 to coincide with the State fiscal year. Grant funding is anticipated to be level. FY 2019 funding will be established through a Board-approved budget amendment.

Leon County Fiscal Year 2019 Adopted Budget

Administration

Emergency Management - Emergency Mgmt.-(EMPA) Base Grant-State (125-952002-525)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	62,651	121,506	-	-	-	-
Total Budgetary Costs	62,651	121,506	-	-	-	-
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
125 Grants	62,651	121,506	-	-	-	-
Total Revenues	62,651	121,506	-	-	-	-
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Director of Emergency Management	-	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	-	1.00	1.00	-	1.00	1.00

The major variances for the FY19 EMPA Base Grant are as follows:

Increases to Program Funding:

1. Funding represents County's personnel costs associated with the State Emergency Management Base Grant. These costs have increased due to retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7% and funding for performance raises in a range of 0%-5% based on a 3% average.

Note:

New grants are anticipated from the Florida Division of Emergency Management for July 2018 to coincide with the State fiscal year. Grant funding is anticipated to be level. FY 2019 funding will be established through a Board-approved budget amendment.

Leon County Fiscal Year 2019 Adopted Budget

Administration

Enhanced 9-1-1 (130-180-586)

Mission	The mission of the 9-1-1 System is to provide Next Generation 9-1-1 services for the reporting of emergencies to response agencies including Law enforcement, Fire Department and Emergency Medical Services (EMS).
Core Objectives	<ol style="list-style-type: none"> 1. Maintain the Master Street Address Guide to insure 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 E911 Board

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Q3	Number of days taken to respond to subpoena requests for 9-1-1.	1	1	1	1
Q3	Number of responses to requests for 911 records.	822	752	825	820
Q3	Percent of 9-1-1 database accuracy.	99.4%	99.6%	99%	99%
Q3	Number of Master Street Address Guide validations ¹ .	1,233	1,057	1,300	1,250

Notes

1. Methodology change to match NG911 data standards has resulted in a higher number of validations.

Leon County Fiscal Year 2019 Adopted Budget

Administration

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

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	163,312	381,885	363,120	-	363,120	374,866
Operating	204,146	782,208	846,164	-	846,164	782,208
Transportation	293	-	-	-	-	-
Capital Outlay	2,040	5,000	-	-	-	-
Budgeted Reserves	-	12,457	14,546	-	14,546	16,281
Total Budgetary Costs	369,791	1,181,550	1,223,830	-	1,223,830	1,173,355
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
130 9-1-1 Emergency Communications	369,791	1,181,550	1,223,830	-	1,223,830	1,173,355
Total Revenues	369,791	1,181,550	1,223,830	-	1,223,830	1,173,355
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
E-911 Systems Manager	-	1.00	1.00	-	1.00	1.00
911 Data Analyst	-	1.00	1.00	-	1.00	1.00
911 System Administrator	-	1.00	1.00	-	1.00	1.00
GIS Mapping Specialist II	-	-	1.00	-	1.00	1.00
EM-Administrative Assistant	-	1.00	1.00	-	1.00	1.00
GIS Mapping Specialist	-	1.00	-	-	-	-
Total Full-Time Equivalentents (FTE)	-	5.00	5.00	-	5.00	5.00

The major variances for the FY 2019 Enhanced 911 budget are as follows:

Increases to Program Funding:

1. \$55,890 for planned machinery & equipment upgrades.
2. \$8,066 for CenturyLink expenses realigned from the Emergency Management budget.

Decreases to Program Funding:

1. Decrease in overtime offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7% and funding for performance raises in a range of 0%-5% based on a 3% average.

Leon County Fiscal Year 2019 Adopted Budget

Administration

Emergency Management - Enhanced 9-1-1 (130-180-586)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Constitutional Payments	677,650	-	-	-	-	-
Total Budgetary Costs	677,650	-	-	-	-	-
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
130 9-1-1 Emergency Communications	677,650	-	-	-	-	-
Total Revenues	677,650	-	-	-	-	-
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Administrative Associate IV	1.00	-	-	-	-	-
Customer Services Specialist	1.00	-	-	-	-	-
GIS Mapping Specialist	2.00	-	-	-	-	-
9-1-1 Systems Manager	1.00	-	-	-	-	-
Total Full-Time Equivalents (FTE)	5.00	-	-	-	-	-

On March 7, 2017, Emergency Management Services and E 911 transitioned from the Leon County Sheriff's Office to Leon County, based on recommendations from the Hurricane Hermine After Action Report. This transition included five FTE positions in E 911 and the associated budgets. E 911 is now budgeted under Emergency Management Enhanced E 911 Administration (130 180 525).

Leon County Fiscal Year 2019 Adopted Budget

Administration

Human Resources (001-160-513)

Goal	The goal of the Office of Human Resources is to provide program leadership, personnel policy administration and strategic support in the implementation of Leon LEADS by demonstrating the relevance of the County's Core Values and Core Practices in the delivery of Human Resources programs and services to managers, employees, community partners and the public.
Core Objectives	The core objectives of the Office of Human Resources are to provide technical and consultation services in the areas of: Recruitment, Selection, Employment, Orientation, Retention, Separation, Employee Relations, Performance Management, Job Classification, Compensation & Benefits Design/Administration, Legal/Regulatory Compliance, Policy Development, Employee Communications, Professional Development, Attendance/Leave Management, Human Resources Information Systems/Record Management and Employee Well-Being.
Statutory Responsibilities	Title VII of the Civil Rights Act of 1964; Title I of the Americans with Disabilities Act; Veterans Reemployment Rights, Veterans Preference, Uniformed Services Employment and Reemployment Rights Act of 1994; Age Discrimination in Employment Act of 1967; Consumer Credit Protection Act of 1968; Fair Credit Reporting Act of 1969; Family and Medical Leave Act of 1993; Fair Labor Standards Act; Drug Free Workplace Act of 1988; Equal Pay Act of 1963; Immigration and Nationality Act; Internal Revenue Code and Regulations; Health Insurance Portability and Accountability Act of 1996; Consolidated Omnibus Budget Reconciliation Act of 1986; Lily Ledbetter Fair Pay Act of 2009; Florida Statute, Chapter 110.227 "Suspensions, Dismissals, Reductions in Pay, Demotions, Transfers, and Layoffs"; Florida Statute, Chapter 112.313; Code of Ethics; Florida Statute, Florida Retirement System; Leon County Personnel Policies and Procedures, and the Affordable Care Act of 2010 (National Health Care Reform).
Advisory Board	Wellness Works! Team, HR Policy Review and Development Team, Board/Constitutional Office Employee Health Insurance Committee, Award of Excellence Committee, Employee Grievance Review Committee and Sick Leave Pool Committee.

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G1	HR Operating Costs Per Capita	\$3.88	\$9.67

Florida Benchmarking Consortium

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Estimate	FY 2019 Estimate
T14	Strategic Target: Achieve 90% employee participation in the County's "My Rewards" Well Being Program¹	88%	89%	89%
T16	Strategic Target: 100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace²	10%	30%	60%

Notes:

- The "My Rewards" Program is an incentive-based wellness program designed to help employees participate in healthy lifestyle behaviors. Employees who successfully complete the My Rewards Program each calendar year will receive a 2.5% discount off their annual health insurance premium contribution for the following year. Those who are not eligible include Opt Out and Spousal employees, since they do not pay for their health insurance, and part time employees, who don't receive health insurance as a benefit. Staff anticipates an annual increase between FY 2017 through FY 2021, achieving 90% employee participation in the County's "My Rewards" Well Being Program in FY 2021.
- To ensure 100% of County employees are trained, Human Resources will increase the number of trainings provided each year. Additionally, Staff will work directly with program areas to provide on-site trainings at work areas where staff are required to work 24/7 shifts

Leon County Fiscal Year 2019 Adopted Budget

Administration

Human Resources (001-160-513)

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
G4	Number of requisitions created, and or recruited for vacant positions.	90	102	100	100
G4	Number of qualified applicants per requisition.	30	40	35	35
G4	Number of positions filled internally.	35	24	30	30
G4	Number of positions filled from outside sources.	36	51	40	40
G4	Average days to fill vacant positions.	73	80	60	60
G4	Average Turnover Rate.	9%	9%	10%	10%
G2	Number of County/Constitutional employees participating in county-sponsored Wellness Program events.	2,431	2,810	2,400	2,400
G2	Number of County/Constitutional employees who successfully completed the Value Based Design My Rewards Program.	1,050	1,065	1,060	1,060
G4	Number of employees attending county-sponsored Training and Professional Development events.	1,248	863	650	650
G4	Number of positions evaluated for external competitiveness and internal equity.	54	44	50	50
G2	Number of employee Annual Performance Appraisals completed.	758	777	750	750
G1	Number of employees completing customer experience training.	150	81	290	290
G1	Percentage of new employees completing "on-boarding" within 30 days.	85%	85%	85%	85%
G2	Percentage of employees utilizing electronic timesheet system.	90%	90%	100%	100%

Notes

- Increases in the number or employees trained is directly related to the Bold Goal and Five-Year Target of having 100% of employees trained in customer experience, diversity, domestic violence, sexual violence & stalking in the workplace (T16).
- Requisitions created often exceed the total number of positions filled in the reporting period due to positions remaining vacant until the subsequent fiscal year.

Leon County Fiscal Year 2019 Adopted Budget

Administration

Human Resources (001-160-513)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,067,612	1,073,952	1,068,665	-	1,068,665	1,104,257
Operating	190,375	344,612	321,422	15,000	336,422	336,422
Total Budgetary Costs	1,257,987	1,418,564	1,390,087	15,000	1,405,087	1,440,679
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	1,257,987	1,418,564	1,390,087	15,000	1,405,087	1,440,679
Total Revenues	1,257,987	1,418,564	1,390,087	15,000	1,405,087	1,440,679
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Director of Human Resources	1.00	1.00	1.00	-	1.00	1.00
Employee. Engagement & Performance Management	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 Coordinator.	1.00	1.00	1.00	-	1.00	1.00
Compensation Analyst	1.00	1.00	1.00	-	1.00	1.00
HR Records Coordinator	1.00	1.00	1.00	-	1.00	1.00
Human Resources Generalist	2.00	2.00	2.00	-	2.00	2.00
Employee Relations Manager	1.00	1.00	1.00	-	1.00	1.00
Benefits Specialist	1.00	1.00	1.00	-	1.00	1.00
HRIS Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	12.00	12.00	12.00	-	12.00	12.00

The major variances for the FY 2019 Human Resources budget are as follows:

Increases to Program Funding:

1. Increase to Employee Assistance in the amount of \$2,000 for consulting services.
2. \$15,000 for the Diabetes, Pre-Diabetes & Weight Management Program.

Decreases to program funding

1. Costs associated with longer versus shorter-tenured employees, the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7% and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Decrease in phone system and communication costs in the amount of \$400 associated with number of phones, internet usage and maintenance costs of the system.

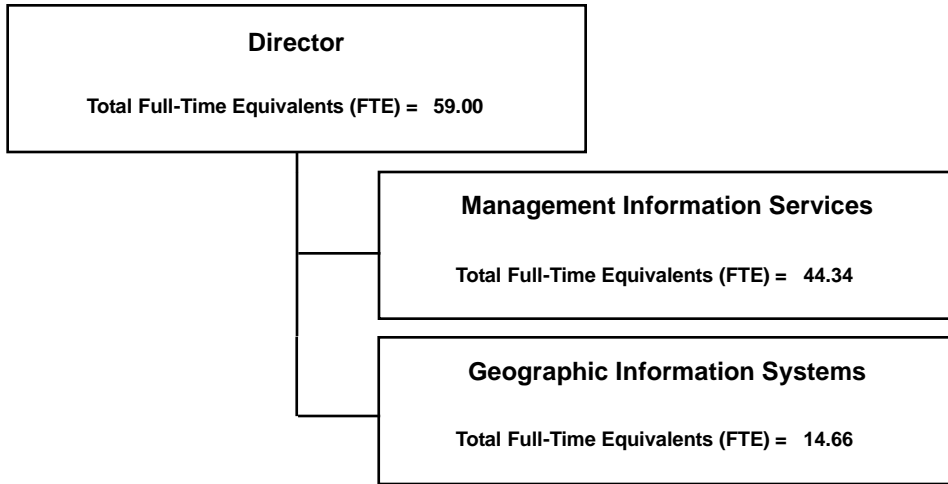
Leon County Fiscal Year 2019 Adopted Budget

Office of Information and Technology

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Leon County Fiscal Year 2019 Adopted Budget

Office of Information and Technology



Leon County Fiscal Year 2019 Adopted Budget

Office of Information and Technology

Executive Summary

The Office of Information and Technology (OIT) section of the Leon County FY 2019 Adopted Budget is comprised of the Management Information Services (MIS) division and Geographic Information Systems (GIS) division. The MIS and GIS divisions provide reliable and effective technology and telecommunications products and services, which enable County offices to fulfill their respective goals and missions.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Office of Information and Technology 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

Recent new solutions include: technology enhancements for the Library and its branches with a new public PC reservation and patron printing system, hot-spot aircard checkout, and automated clocks; video conferencing via Skype for Probation Officers to communicate with their clients remotely; upgrading and modernization of the scale systems at Solid Waste's Transfer Station; and deployment of a new emergency notification system for public safety agencies. Expansion of remote field access continues with Public Works and Development Support & Environmental Management (DSEM). New citizen websites provide information about the Primary Springs Protection Zones and Citizen Charter Review Committee as well as the upgraded site for the State Attorney's Office. Leon Learns is a new internal site for County employees.

MIS enhanced its infrastructure with a new, robust compute environment to support over 2,000 users and over 8,000 devices in 80 sites. MIS continues to maximize its virtualized environment with over 700 servers and a storage environment of over 1 petabyte (over 1,000 terabytes) to provide for the ongoing needs of its customers. MIS upgraded EMS ambulances with better Internet and wi-fi connections and migrated pagers to smartphones. Wireless access to the Internet for citizens continues to be expanded to the County's community centers in Bradfordville, Chaires, and Ft. Braden.

Security is a high priority. Employee awareness training has been deployed and encryption of the internal network and many layers of protection from spam, viruses, and malware have been instituted. Enhanced security monitoring has been implemented in support of the Elections Office as well as covering the entire network. Security policies have been enhanced.

Technology services are augmented with cloud computing in areas such as the Library's work order management system, the reservation system, and the Office of Intervention & Detention Alternatives's point-of-sale system, HR's e-recruitment system as well as many IT services for MIS. Other application solutions include a refresh of the Intranet; the County's Committee Tracking System; and upgrades for the County's HR and Finance systems. Digital signage is being expanded as it is deployed in the Library and its branches for customer awareness and program room wayfinding.

As part of the Board's 2017-2021 Strategic Plan, MIS will transition the County from Groupwise to Microsoft Office 365. The actual cost of implementing Microsoft Office 365 is \$597,772, but is offset by reductions associated with operating supplies and services no longer needed, such as the current Groupwise system, IBM licensing, and records management. The total impact of the conversion will be \$57,772.

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 business needs of Leon County and the City of Tallahassee as well as their citizens. The program supports nearly 600 data layers and over 50 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 being 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, TLGIS now supports WebEOC, a multi-county shared emergency incident system tracking system that supports Emergency Management.

As a testament to the dedicated efforts of both MIS and GIS, Leon County placed in the top ten of counties with populations of 250,000 – 499,999 for the past six years and was awarded the 2018 Digital Counties Survey Award from the National Association of Counties (NACo), in partnership with e.Republic's Center for Digital Government. Also, GIS received the Special Achievement in GIS Award at the 2018 ESRI User Conference for its outstanding work with GIS technology, standing out from more than 100,000 other organizations.

Leon County Fiscal Year 2019 Adopted Budget

Office of Information and Technology
Business PlanMission
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
October 1, 2017– September 30,
2021

- | | |
|---|-------------|
| 1. Implement migration from Groupwise to Microsoft Outlook to better integrate with other software applications that utilize automated notifications, workflows and approvals. (G2) | In Progress |
| 2. Continue the deployment of an updated permitting system that is modernized to use mobile and online technologies. (G1, G2, G5) | In Progress |
| 3. Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (Q3) | In Progress |
| 4. Explore opportunities to increase to high speed internet access through a "mobile hot spot" library lending program. (Q2) | In Progress |

Actions

- | | |
|---|---------|
| 1. A. Procured services for the Active Directory review and mitigate for any recommended configurations.
B. Migrating pilot of Groupwise mailboxes to Office 365 in Spring 2018 with rollout to other departments and agencies planned for Fall 2018.
C. Provide training to internal IT staff and users in Summer 2018.
D. Develop new file services solutions within Sharepoint in FY19. | MIS |
| 2. Working with vendor to finalize GIS interface and explore process improvements. | MIS/GIS |
| 3. A. In coordination with EMS, implementing additional data sharing systems with Tallahassee Memorial Hospital and Capital Regional Medical Center.
B. Participated in the Cardiac Arrest Registry to Enhance Survival program. | MIS |
| 4. Work group with Library staff and MIS formed November 2017 to determine "mobile hot spot" purchase and to develop circulation guidelines and procedures for the pilot lending program. Deployment planned for Spring/ Early Summer 2018. | MIS |

Leon County Fiscal Year 2019 Adopted Budget

Office of Information and Technology

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	5,604,620	5,705,528	5,922,408	-	5,922,408	6,119,608
Operating	2,641,104	2,886,412	2,849,027	225,412	3,074,439	3,106,557
Transportation	5,359	8,041	7,519	-	7,519	7,519
Capital Outlay	-	25,000	-	-	-	-
Total Budgetary Costs	8,251,083	8,624,981	8,778,954	225,412	9,004,366	9,233,684
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Management Information Services	6,335,561	6,641,127	6,737,382	225,412	6,962,794	7,142,939
Geographic Information Systems	1,915,522	1,983,854	2,041,572	-	2,041,572	2,090,745
Total Budget	8,251,083	8,624,981	8,778,954	225,412	9,004,366	9,233,684
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	8,251,083	8,624,981	8,778,954	225,412	9,004,366	9,233,684
Total Revenues	8,251,083	8,624,981	8,778,954	225,412	9,004,366	9,233,684
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Geographic Information Systems	14.66	14.66	14.66	-	14.66	14.66
Management Information Services	44.34	44.34	44.34	-	44.34	44.34
Total Full-Time Equivalents (FTE)	59.00	59.00	59.00	-	59.00	59.00

Leon County Fiscal Year 2019 Adopted Budget

Office of Information and Technology

Management Information Services (001-171-513)

Goal	The goal of Management Information Services (MIS) is to serve end users with continually improved, efficient, cost effective technology and telecommunications products, services, and information so that customers are totally satisfied and able to fulfill their missions.
Core Objectives	<ol style="list-style-type: none"> 1. Provide technology infrastructure and support for County Government, the Joint Dispatch Public Safety Complex, other County Constitutional Officers, 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 for County Government, Constitutional Officers, Article V agencies and the 2nd Judicial Circuit (Gadsden, Wakulla, Jefferson, Franklin, and Liberty counties). 3. Provide and maintain Internet access for employees within county facilities, for the public within the library system, and wireless access within the Courthouse, main and branch libraries, park facilities, and for designated community centers. 4. Provide for mobile office services to Building Inspection, Public Works Operations, Animal Control, Emergency Medical Services (EMS), Facilities, and other field workers. Also, expand the agenda process with iPads and paperless agendas, 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 County Government and the Supervisor of Elections, the Public Defender and State Attorney offices, Guardian Ad Litem, Health Department, the Property Appraiser's Office, the Tax Collector's Office, the Sheriff's Office, Court Administration, and the Clerk's Office. 7. Provide e-mail services for County Government, Constitutional Officers, and Article V agencies. 8. Support and provide connectivity and apps for over 600 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 County Government, Constitutional Officers, Article V agencies, and the public systems within the library facilities. Provide appropriate security for these systems. 11. Develop, maintain and enhance the inter-agency Criminal Justice Information System (JIS) for the justice community. The JIS supports the Clerk's Office, the Courts, State Attorney, Public Defender, Sheriff's Office, Probation and Supervised Pretrial Release. 12. Develop and maintain and enhance the Jail Management Information System as well as case management and work release management software applications for Probation, Supervised Pretrial Release, and the Sheriff's Office. 13. Maintain the pawnshop network system, an award winning system, which is currently being used by more than 30 Florida and Georgia counties. 14. Provide technical support to the Supervisor of Elections at all voting locations for all elections. 15. Develop and maintain web services (including an Intranet for County Government; websites for County Government, Tax Collector, Supervisor of Elections, State Attorney, 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. 16. 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), Marvli 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 2019 Adopted Budget

Office of Information and Technology

Management Information Services (001-171-513)

Core Objectives	<p>18. Develop or coordinate support for specialized applications for Human Resources (electronic timesheets, e-recruitment, compensation, employee benefits, and the Florida Retirement System) and the Office of Management and Budget (budget modeling support).</p> <p>19. Implement electronic document management through Project Dox and/or AppXtnder for Public Works (Animal Control and Engineering), DSEM Divisions, Veterans Services, Human Resources, HSCP, the County Attorney's Office, the Office for Intervention and Detention Alternatives, and other divisions or offices as they become ready.</p> <p>20. Provide technology and telecommunications support for the Public Safety Complex.</p> <p>21. Develop and support visualization solutions through digital signage for the Libraries and Facilities.</p>
Statutory Responsibilities	Florida State Constitution under Article V (Judiciary), Section 14 (Funding) requires provision of communications services, existing radio systems, and existing multi-agency criminal justice information systems for the Trial Courts (Court Administration and the Clerk of the Court), the State Attorney, and the Public Defender within the Second Judicial Circuit.
Advisory Board	The Criminal Justice Coordinating Council is the executive steering committee for the Justice Information System. Internally, the Justice Information Systems Agreement of 2001, re-ratified in January 2007, by the Criminal Justice Coordinating Council, governs the responsibilities and expectations of the multi-agency criminal justice system called JIS.

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark * Median Values for City/County Sector
G1	Average number of users per MIS Full Time Equivalent (FTE) (2,000 users/45 MIS Staff)	1:45	1:41
G1	Average number of Devices per Information Technician (IT Staff) (3,000/45 MIS Staff)	1:67	1:40
G1	Total IT Spending as Percentage of Budget	2.6%	2.6%
G1	Number of Network Sites	68	44

* Benchmark Sources: 2017/2018 Computer Economics Report on IT Spending and Staffing (an information and technology research/advisory firm)

Performance Measures

Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimates	FY 2019 Estimates
G1, G3	Average number of e-mails processed each month (millions)*	0.675	1.07	0.5	0.5
G1	Approximate amount of valid e-mails (balance after spam/viruses trapped)	59.8%	56%	50%	56%
Q1, Q2	Average monthly visits to Leon County web site**	347,302	317,891	350,000	175,000
G1	Percent of help calls completed the same day	55%	49%	55%	50%
G1	Number of new applications/services deployed	4	4	3	3

* Improved email security services are anticipated to reduce the number of emails processes as spam and malware will be siphoned away.

** The Property Appraiser and Elections moved their sites to vendor-provided solutions tied to their specific case systems and added security measures, which are anticipated to drop the number of visits substantially.

Leon County Fiscal Year 2019 Adopted Budget

Office of Information and Technology

Management Information Services Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	4,220,067	4,301,713	4,461,845	-	4,461,845	4,609,872
Operating	2,110,135	2,306,373	2,268,018	225,412	2,493,430	2,525,548
Transportation	5,359	8,041	7,519	-	7,519	7,519
Capital Outlay	-	25,000	-	-	-	-
Total Budgetary Costs	6,335,561	6,641,127	6,737,382	225,412	6,962,794	7,142,939
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Management Information Services (001-171-513)	6,130,448	6,376,012	6,487,855	225,412	6,713,267	6,888,498
Public Safety Complex Technology (001-411-529)	205,113	265,115	249,527	-	249,527	254,441
Total Budget	6,335,561	6,641,127	6,737,382	225,412	6,962,794	7,142,939
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	6,335,561	6,641,127	6,737,382	225,412	6,962,794	7,142,939
Total Revenues	6,335,561	6,641,127	6,737,382	225,412	6,962,794	7,142,939
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Management Information Services	42.84	42.84	42.84	-	42.84	42.84
Public Safety Complex Technology	1.50	1.50	1.50	-	1.50	1.50
Total Full-Time Equivalentents (FTE)	44.34	44.34	44.34	-	44.34	44.34

Leon County Fiscal Year 2019 Adopted Budget

Office of Information and Technology

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

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	4,089,809	4,173,063	4,327,748	-	4,327,748	4,471,111
Operating	2,035,280	2,169,908	2,152,588	225,412	2,378,000	2,409,868
Transportation	5,359	8,041	7,519	-	7,519	7,519
Capital Outlay	-	25,000	-	-	-	-
Total Budgetary Costs	6,130,448	6,376,012	6,487,855	225,412	6,713,267	6,888,498
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	6,130,448	6,376,012	6,487,855	225,412	6,713,267	6,888,498
Total Revenues	6,130,448	6,376,012	6,487,855	225,412	6,713,267	6,888,498
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Oracle Enterprise Architect	1.00	1.00	1.00	-	1.00	1.00
Director of MIS/GIS	0.67	0.67	0.67	-	0.67	0.67
IT Coordinator.- Work Order & EDMS	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Administrative Services	1.00	1.00	1.00	-	1.00	1.00
Applications & Database Manager	1.00	1.00	1.00	-	1.00	1.00
Public Safety Applications Manager	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Web Development	1.00	1.00	1.00	-	1.00	1.00
Network & Technician Services Manager	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Systems	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Technical Services	1.00	1.00	1.00	-	1.00	1.00
Applications Systems Analyst III	2.00	2.00	2.00	-	2.00	2.00
Application Integration Architect	1.00	1.00	1.00	-	1.00	1.00
IT Technical Support Specialist II	5.00	5.00	5.00	-	5.00	5.00
MIS Special Projects Coordinator	1.00	1.00	1.00	-	1.00	1.00
Network Systems Analyst I	3.00	2.00	2.00	-	2.00	2.00
Applications Systems Analyst I	4.00	3.00	3.00	-	3.00	3.00
Applications Systems Analyst II	5.00	6.00	6.00	-	6.00	6.00
Network Systems Analyst II	3.50	4.50	4.50	-	4.50	4.50
Network Systems Analyst III	2.00	2.00	2.00	-	2.00	2.00
EDMS Technician	1.00	1.00	1.00	-	1.00	1.00
Computer Asset Analyst	1.00	1.00	1.00	-	1.00	1.00
Sr. IT Technical Support Specialist	3.00	3.00	3.00	-	3.00	3.00
IT Coordinator-Network	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate VI	0.67	0.67	0.67	-	0.67	0.67
Total Full-Time Equivalents (FTE)	42.84	42.84	42.84	-	42.84	42.84

Leon County Fiscal Year 2019 Adopted Budget

Office of Information and Technology

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

The major variances for the FY 2019 Management Information Services budget are as follows:

Increases to Program Funding:

1. Personnel costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual services in the amount of \$93,590 related to additional network security, an upgrade of the Banner finance system, and IT costs associated with the Medical Examiner Facility coming online during the second half of FY 2019. Medical Examiner cost increases will be off-set by a reduction in Medical Examiner fees in the Medical Examiner budget.
3. Repairs and maintenance in the amount of \$131,822 related to the 2017-2021 Strategic Plan to transition the County from Groupwise to Microsoft Office 365, as well as licensing cost increases for a number of critical software/hardware packages such as software for CISCO firewall and security software, 'Faster' Fleet Management software, digital signage, and software used by the State Attorney and Public Defender. The actual cost of implementing Microsoft Office 365 is \$597,772, but is offset by reductions associated with operating supplies and services no longer needed, such as the current Groupwise system, Microsoft and IBM licensing, and records management. The total impact of the conversion will be \$57,772.

Leon County Fiscal Year 2019 Adopted Budget

Office of Information and Technology

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

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	130,258	128,650	134,097	-	134,097	138,761
Operating	74,855	136,465	115,430	-	115,430	115,680
Total Budgetary Costs	205,113	265,115	249,527	-	249,527	254,441
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	205,113	265,115	249,527	-	249,527	254,441
Total Revenues	205,113	265,115	249,527	-	249,527	254,441
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Network Systems Analyst I	1.00	1.00	1.00	-	1.00	1.00
Network Systems Analyst II	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	1.50	1.50	1.50	-	1.50	1.50

The Public Safety Complex (PSC) officially opened in July 2013. The PSC budget is jointly funded 50/50 with the City of Tallahassee. The budget presented here shows 100% of the costs of the PSC Technology; the City's share is reflected as an offsetting revenue. The major variances for the FY 2019 Public Safety Complex Technology 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 estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decreases to Program Funding:

1. Rentals and leases in the amount of \$3,373 associated with lower copier machine costs.
2. Phone system costs in the amount of \$17,987 related to a reallocation of phone system costs across all departments.

Leon County Fiscal Year 2019 Adopted Budget

Office of Information and Technology

Geographic Information Systems (001-421-539)

Goal	The goal of the Tallahassee-Leon County GIS is to work in partnership with county agencies to provide accurate, consistent, accessible, affordable, and comprehensive GIS data, GIS infrastructure, and GIS services to support the unique business needs of Leon County and the citizens we serve.
Core Objectives	<ol style="list-style-type: none"> 1. Development and management of high-accuracy planimetric and topographic basemap data. 2. Creation, compilation, access and distribution of derived and thematic GIS data. 3. Manage the overall quality and integrity of departmental GIS data. 4. Provide access to GIS analytical tools. 5. Integrate GIS technology, service and support into the business processes of government. 6. Identify additional sources of GIS data to support government activities and services.
Statutory Responsibilities	<p><u>Florida Statute 7 – County Boundaries</u>: Section 7.37 – Leon County ; <u>Florida Statute 101 – Voting Methods & Procedures</u>: 101.001 - Precincts and polling places, boundaries; <u>Florida Statutes 163 – Intergovernmental Programs</u>: Section 163.2511-163.3248 - Growth Policy; County and Municipal Planning; Land Development Regulation, Section 163.330-163.403 – Community Redevelopment, Section 163.501-163.526 – Neighborhood Improvement Districts, Section 163.565-163.572 – Regional Transportation Authorities; <u>Florida States 166 – Municipalities</u>: Section 166.231 - Public service tax; <u>Florida Statutes 192 – Taxation</u>: General Provisions, Non-ad Valorem; <u>Florida Statutes 193 – Assessments</u>: Section 193.023 - Property Appraiser’s requirement established to provide or pay for other certified aerial imagery at FDOR specifications every three years., Section 195.002 - Property Appraiser and use of Aerial Imagery in Inspections; <u>Florida Statute 202 – Communications Services Tax simplification Law</u>: Section 202.19 Local Communications Tax; <u>Florida Statute 472 - Land Surveying and Mapping</u>: Section 472.027 - Minimum technical standards for surveying and mapping; <u>City of Tallahassee Environmental Ordinance</u>; <u>Leon County Environmental Management Act</u>; <u>Local Comprehensive Plan</u>; <u>Interlocal Agreement for a Geographic information System, May 16, 1990</u>; <u>Senate Bill 360</u></p>
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.	56	36 (Average)
G3, Q2	Number of Layers of Data Maintained.	600	420
G1, G3, Q1	Number of Web Sites and Custom Applications.	57	7

Benchmark Source: 2018 Poll of selected Florida counties.

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimates	FY 2019 Estimates
G1	Provide customer response to system and software requests within (1) hour 100% of the time.	95%	95%	95%	95%
G1, Q1	Increase GIS internet applications, services and downloadable files by 20% annually.	20%	50%	50%	50%
G1, Q1	Increase ArcGIS Online user accounts by 25% annually.	N/A	25%	25%	25%
G1	Provide maintenance of base map components per schedule matrix, as required.	100%	100%	100%	100%
G3, Q2	Layers of data maintained (such as aerial photography; addressing; streets; building footprints, hydrography; elevation; flood zones; land use and zoning, subdivisions; easements). ¹	624	592	600	620
G3	Published web services.	200	210	240	260

Notes:

1. The number of data layers maintained varies from year to year as older data layers are consolidated and new data layers are created.

Leon County Fiscal Year 2019 Adopted Budget

Office of Information and Technology

Geographic Info. Systems (001-421-539)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,384,553	1,403,815	1,460,563	-	1,460,563	1,509,736
Operating	530,969	580,039	581,009	-	581,009	581,009
Total Budgetary Costs	1,915,522	1,983,854	2,041,572	-	2,041,572	2,090,745
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	1,915,522	1,983,854	2,041,572	-	2,041,572	2,090,745
Total Revenues	1,915,522	1,983,854	2,041,572	-	2,041,572	2,090,745
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
GIS Coordinator	1.00	1.00	1.00	-	1.00	1.00
Director of MIS/GIS	0.33	0.33	0.33	-	0.33	0.33
Unix System Adm.-GIS	1.00	1.00	1.00	-	1.00	1.00
GIS Project Manager	1.00	1.00	1.00	-	1.00	1.00
GIS Specialist II	-	1.00	1.00	-	1.00	1.00
GIS Oracle Database Admin	1.00	1.00	1.00	-	1.00	1.00
GIS Network Systems Administrator	1.00	1.00	1.00	-	1.00	1.00
Applications Systems Analyst I	1.00	3.00	3.00	-	3.00	3.00
Applications Systems Analyst II	2.00	1.00	1.00	-	1.00	1.00
GIS Specialist I	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 III	3.00	2.00	2.00	-	2.00	2.00
Administrative Associate VI	0.33	0.33	0.33	-	0.33	0.33
Total Full-Time Equivalents (FTE)	14.66	14.66	14.66	-	14.66	14.66

The major variances for the FY 2019 Geographic Information Systems 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 estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Rentals and leases in the amount of \$1,575 associated with an adjustment in how copier machine costs for the Office of Information and Technology are divided among its divisions.

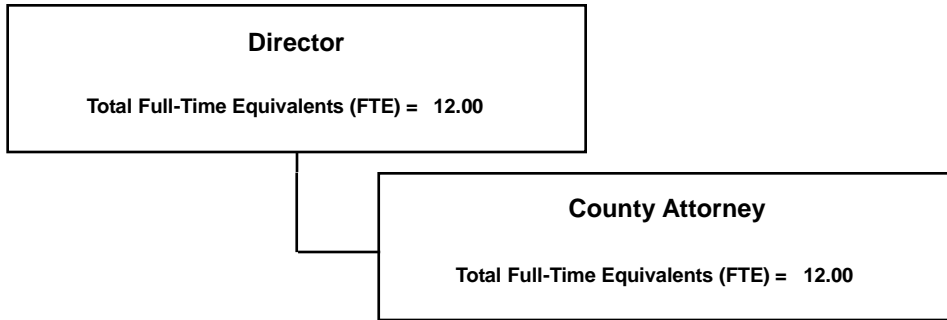
Leon County Fiscal Year 2019 Adopted Budget

County Attorney's Office

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Leon County Fiscal Year 2019 Adopted Budget

County Attorney's Office



Leon County Fiscal Year 2019 Adopted Budget

County Attorney

Executive Summary

The County Attorney's Office (CAO) section of the Leon County FY 2019 Annual Budget is comprised of the County Attorney's Office.

The County Attorney provides legal services to the Board of County Commissioners, the County Administrator, and County departments, boards and agencies organized under the Board of County Commissioners. The office of the County Attorney also reviews all contracts, bonds, ordinances, resolutions and other written instruments.

HIGHLIGHTS

During FY 2018, the County Attorney provided legal support on behalf of Leon County on a number of significant matters, including providing counsel to the Citizens Charter Review Committee, and joining litigation to challenge the State's preemption on local gun laws. The County Attorney's Office prepared an ordinance to require a criminal history records check and 3-day waiting period for the purchase of firearms at gun shows. An ordinance was prepared to create the Children's Services Council of Leon County, which, if approved by the electorate at an upcoming referendum in 2020, will provide funding and preventive, developmental, and rehabilitative services for children. The CAO also drafted a comprehensive right-of-way (ROW) ordinance and assisted in updating the decades-old ROW manual, thereby leading the state in addressing cell tower technology in the ROW and becoming a model for other local governments. The County Attorney continues to be active in efforts to keep the County's lakes clean, and has worked diligently for the last several years with the Florida Department of Environmental Protection and the U.S. Environmental Protection Agency to reduce nutrient levels coming into Lake Talquin from Georgia.

Leon County Fiscal Year 2019 Adopted Budget

County Attorney's Office

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,502,469	1,508,190	1,464,047	-	1,464,047	1,509,439
Operating	535,749	576,348	597,825	-	597,825	597,825
Total Budgetary Costs	2,038,218	2,084,538	2,061,872	-	2,061,872	2,107,264
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
County Attorney	2,038,218	2,084,538	2,061,872	-	2,061,872	2,107,264
Total Budget	2,038,218	2,084,538	2,061,872	-	2,061,872	2,107,264
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	2,038,218	2,084,538	2,061,872	-	2,061,872	2,107,264
Total Revenues	2,038,218	2,084,538	2,061,872	-	2,061,872	2,107,264
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
County Attorney	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

Leon County Fiscal Year 2019 Adopted Budget

County Attorney's Office

County Attorney's Office (001-120-514)

Goal	The goal of the County Attorney's Office is to provide high quality legal representation on behalf of the Board of County Commissioners, all departments and divisions under the Board, the County Administrator, Leon County employees in their employment capacity, and certain other boards and officials of Leon County as directed by the Board of County Commissioners.
Core Objectives	<ol style="list-style-type: none"> 1. Advising, counseling, and providing legal opinions to our clients. 2. Representing our clients in litigation matters before the courts. 3. Representing our clients before administrative agencies such as the Division of Administrative Hearings, Code Enforcement Board, and Board of Adjustment and Appeals. 4. Representing our clients in employment related matters before agencies such as the Florida Commission on Human Relations, the Equal Employment Opportunity Commission, and the Agency for Work Force Innovation. 5. Preparing materials and presenting workshops to the Board of County Commissioners. 6. Researching and drafting for Board consideration legal documents such as contracts, ordinances, resolutions, and policies. 7. Reviewing documentation relating to subdivision approval, including plats, maintenance agreements, and restrictive covenants. 8. Preparing and reviewing legal advertisements relating to the adoption of ordinances and certain meetings of the Board of County Commissioners. 9. Representing our clients in negotiating real estate contracts. 10. Participating in committee work dealing with establishing and implementing various Leon County programs involving real estate transactional matters such as Flood Lands Exchange Program, County Lands Survey Program, Flooded Property Acquisition Program, Private Paved Roads Repair Services Program, and Homestead Loss Prevention Program. 11. Commencing eminent domain lawsuits on behalf of Leon County, when necessary. 12. Representing our clients in road widening projects, drainage improvement projects, and the County Accepted Roadway and Drainage Systems program (CARDS). 13. Providing legal education seminars to Senior Management staff.
Statutory Responsibilities	Chapter 112, Florida Statutes, Public Officers and Employees; Chapter 119, Florida Statutes, Public Records; Chapter 73, Florida Statutes, Eminent Domain; Chapter 74, Florida Statutes, Proceedings Supplemental to Eminent Domain; Chapter 127, Florida Statutes, Right of Eminent Domain to Counties; Section 2, Leon County, Florida, Charter; Section 2, Leon County Administrative Code.
Advisory Board	None.

Leon County Fiscal Year 2019 Adopted Budget

County Attorney's Office

County Attorney (001-120-514)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,502,469	1,508,190	1,464,047	-	1,464,047	1,509,439
Operating	535,749	576,348	597,825	-	597,825	597,825
Total Budgetary Costs	2,038,218	2,084,538	2,061,872	-	2,061,872	2,107,264
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	2,038,218	2,084,538	2,061,872	-	2,061,872	2,107,264
Total Revenues	2,038,218	2,084,538	2,061,872	-	2,061,872	2,107,264
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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	3.00	-	3.00	3.00
Legal Administrator	1.00	1.00	1.00	-	1.00	1.00
Paralegal	1.00	1.00	1.00	-	1.00	1.00
Sr. Paralegal	1.00	1.00	1.00	-	1.00	1.00
Legal Records Specialist	1.00	1.00	1.00	-	1.00	1.00
Legal Assistant	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalentents (FTE)	12.00	12.00	12.00	-	12.00	12.00

The major variances for the FY 2019 County Attorney budget are as follows:

Increases to Program Funding:

1. Increase in operating cost in the amount of \$21,477 is attributed to phone communication system changes and rental/lease increases for leased copiers based on a use analysis by the County's Office Information Technology.

Decreases to Program Funding:

1. Decrease is due to the turnover of long tenured employees. These decreases are offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average.

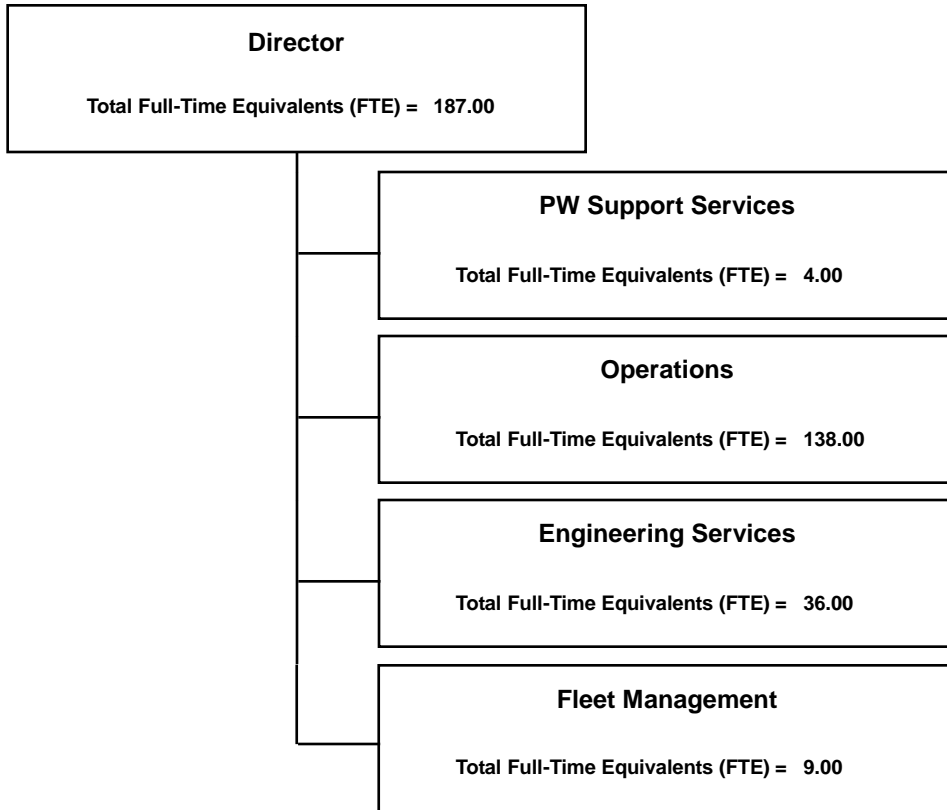
Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

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Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works



Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Executive Summary

The Public Works section of the Leon County FY 2019 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 managed the removal and disposal of approximately 40,000 cubic yards of debris on both public and private roads following the aftermath of Hurricane Irma in September 2017. The Division ensured that proper documentation was maintained and provided for all FEMA reimbursable costs.

Midway through FY 2018, three equipment operator positions were re-classified to heavy equipment operators to operate new debris removal equipment that will help the County more quickly and efficiently clear downed trees after significant storm events. Additionally, bridge repair and maintenance will be contracted out and the crew focused on maintaining bridges will shift to maintain the County's growing inventory of 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. A new Water Quality Engineer position was added to assist with the \$57 million dollars of current and planned sewer projects in the Primary Springs Protection Areas of the County.

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 47 fleet vehicles and equipment with alternative fuel replacements. Additionally, Fleet Management anticipates a fuel cost decrease in the amount of \$279,799 due to projected lower diesel fuel prices, which consists of 80% of all fuel consumption. Fuel costs reductions are primarily attributable to diesel costs not increasing as much as the market anticipated last year providing an estimated savings of \$170,000 for the County's general fleet and \$109,799 for the County's ambulance fleet.

Leon County Fiscal Year 2019 Adopted Budget		
Public Works Business Plan		
Mission Statement	The mission of the Leon County Department of Public Works is to provide safe, efficient, and sustainable roadways and transportation amenities, stormwater facilities, and vehicle fleet throughout Leon County that enhance its livability, environment and economic vitality.	
Strategic Priorities	<p>Environment</p> <ul style="list-style-type: none"> • EN1 - Protect the quality and supply of our water. • EN2 - Conserve and protect environmentally sensitive lands and our natural ecosystems. • EN3 - Promote orderly growth and sustainable practices. <p>Quality of Life</p> <ul style="list-style-type: none"> • Q3 - Provide essential public safety infrastructure and services. • Q5 - Support strong neighborhoods. • Q6 - Promote livability, health and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people. 	
Strategic Initiatives <small>October 1, 2017 – September 30, 2021</small>	<ol style="list-style-type: none"> 1. Implement the adopted Basin Management Action Plan (BMAP) for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment (EN1, EN2). Ongoing 2. Implement the Apalachee Landfill closure process in an environmentally sensitive manner which complements the master planning for the site (EN3). Ongoing 3. In partnership with the Canopy Roads Committee, update the long term management plan for the Canopy Roads including an active tree planting program (EN3). Ongoing 4. Support the protection of Lake Talquin (EN1). Ongoing 5. Reduce nitrogen impacts in the PSPZ (primary springs protection zone) by identifying cost effective and financially feasible ways including: <ul style="list-style-type: none"> A.) Develop a septic tank replacement program (EN1, EN2). B.) Evaluate requiring advanced wastewater treatment for new construction (EN1, EN2). 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 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). Ongoing 8. Continue to work with the state to seek matching grants to convert septic to sewer systems (EN1, EN2, EN3). Ongoing 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). Ongoing 	
Actions	<ol style="list-style-type: none"> 1. <ul style="list-style-type: none"> A.) Complete the Woodside Heights Springs Restoration Grant for Septic to Sewer Upgrade. Engineering B.) Provide education on proper operation and maintenance of septic tanks, and impacts to groundwater if not properly maintained. C.) Coordinate with Florida Department of Environmental Protection on Woodville Septic to Sewer Project potentially funded through the Springs Restoration Grant Program. D.) Staff participation in the FDEP Onsite Sewage Treatment and Disposal Systems Committee. 2. <ul style="list-style-type: none"> A.) Coordination between Closure Requirements and Master Planning projects to ensure the Closure documentation reflects Master Planning requirements. Engineering B.) Anticipate Phase II of Landfill Closure to begin in Spring 2018. 	

Leon County Fiscal Year 2019 Adopted Budget

Public Works

Actions	3.	A.) In coordination with Public Works and the Canopy Road Citizen Committee, establish goals for the update of the Canopy Road Management Plan, including identification of target areas for replanting within the Canopy Road Protection Zones. B.) Anticipate presentation of revised management plan for County and City adoption in Fall 2018.	Operations: Right-of-Way
	4.	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
	5.	A.) Advertise the Comprehensive Wastewater Treatment Facilities Plan RFP in Spring 2018. B.) Complete the Comprehensive Wastewater Treatment Facilities Plan in Fall 2019.	Engineering
	6.	Board adopted Street Lighting Eligibility Criteria and Implementation Policy. Funding for street lighting contemplated in Capital Improvement Plan budget.	Engineering
	7.	Develop and implement the advanced septic tank technologies upgrade program for the Primary Springs Protection Zone Focus Area 1 of the Wakulla Springs BMAP.	Engineering
	8.	Delineate areas of the Wakulla Springs BMAP Focus Area 1 to request construction funds for central sanitary sewer from the Springs Restoration Grant Program.	Engineering
	9.	A.) Coordinate with Florida Department of Transportation to add street lights at intersections included in the Street Lighting Project List. B.) Coordinate with Florida Department of Transportation to implement three safety enhancement projects on Old Bainbridge Road. C.) Coordinate with Florida Department of Transportation to implement safety enhancements on Woodville Highway (Old Woodville Highway to Wakulla County).	Engineering

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

Strategic Target 5: Plant 15,000 trees including 1,000 in canopy roads. (T5).

	FY 2017	FY 2018 ²	FY 2019	FY 2020 through FY 2021	Total
Total Trees ³	585	571	750	TBD	1,906
Canopy Road Area ⁴	18	210	270	TBD	498

Strategic Target 6: Ensure 100% of new County building construction, renovation and repair utilize sustainable design. (T6)

	FY 2017 through FY 2021	Total
% Sustainable Design	See Note #5	100%

Strategic Target 8: Construct 30 miles of sidewalks, greenways and trails. (T8)

	FY 2017	FY 2018 ²	FY 2019	FY 2020 through FY 2021	Total
Sidewalk Miles ⁶	1.1	6	3.6	TBD	10.7

Strategic Target 10: Construct 100 fire hydrants. (T10)

	FY 2017	FY 2018 ²	FY 2019	FY 2020 through FY 2021	Total
Fire Hydrants Constructed ⁷	15	20	35	TBD	85

Bold Goals and Five-Year

Leon County Fiscal Year 2019 Adopted Budget

Public Works

Bold Goals and Five-Year

Notes:

1. By leveraging Blueprint water quality funds approved as part of the early passage of the sales tax extension and projected construction schedules, approximately 575 septic tanks can be eliminated from the PSPZ in the Woodside Heights, NE Lake Munson and Belair/Annawood neighborhoods. In addition, Florida Department of Environmental Protection (FDEP) awarded Leon County a grant to implement a Passive Onsite Sewage Nitrogen Reduction Pilot Project for the Wilkinson Woods Subdivision which will upgrade an additional 35 septic tanks. Finally, Leon County is implementing the Woodville Septic to Sewer Project through the preliminary design of a central sanitary sewer collection system and transmission system from Woodville to the City of Tallahassee collection system at Capital Circle SE. Like the other projects, the Woodville project is funded through sales tax and an FDEP grant. The County anticipates future grant funding from FDEP to support additional phases of the Woodville project.
2. The reporting for FY 2018 are estimates only. At the time this document was published, the fiscal year for 2018 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2020 Budget.
3. This only reflects the number of trees planted by Public Works, including the 290 trees planted through the Adopt-A-Tree Program in FY 2018. Other Departments, such as Parks & Recreation, also plant trees. The aggregate number of trees planted is reflected in the Reporting Results section of the 2017-2022 Strategic Plan.
4. 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. The Budget includes \$75,000 to develop an active canopy road tree planting program, estimated to plant 1,000 trees on canopy roads between FY 2018 and FY 2021.
5. To achieve this Target, staff is currently working to implement policies and procedures that will ensure sustainable design is utilized in 100% of new construction, renovation, and repair by the year 2021. For instance, staff is the process of developing material standards for small renovations such as painting and carpet installation.
6. This only reflects the number of sidewalk and trail miles constructed by Public Works. Other Departments, such as Parks & Recreation and Blueprint 2000 also construct sidewalks, greenways, and trails. Public Works' contribution to this target will be accomplished through the continued implementation of the County's Sidewalk Program and other transportation capital projects. Staff estimates a total of 10 miles of sidewalk will be constructed from FY 2018 through FY 2021.
7. Fire hydrant construction is subject to available funding. Budgeted outyears tentatively allocate \$150,000 annually for the construction of new fire hydrants. Of this, \$50,000 is dedicated for a matching program which allows a HOA or citizen and the County to evenly share in the cost of hydrant installations. Based on available funding, staff estimates approximately 35 hydrants can be installed per year to meet the target.

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	10,958,809	11,940,934	12,350,173	91,276	12,441,449	12,879,085
Operating	4,436,194	5,448,374	5,529,810	(194,735)	5,335,075	5,331,778
Transportation	1,363,625	1,288,037	1,339,226	-	1,339,226	1,339,226
Capital Outlay	8,065	-	-	9,880	9,880	-
Total Budgetary Costs	16,766,693	18,677,345	19,219,209	(93,579)	19,125,630	19,550,089
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
PW Support Services	636,894	604,072	635,167	-	635,167	651,125
Operations	10,085,945	11,400,093	11,716,398	85,064	11,801,462	12,087,362
Engineering Services	3,351,437	3,740,274	3,869,716	101,156	3,970,872	4,075,554
Fleet Management	2,692,417	2,932,906	2,997,928	(279,799)	2,718,129	2,736,048
Total Budget	16,766,693	18,677,345	19,219,209	(93,579)	19,125,630	19,550,089
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	663,633	846,566	847,506	-	847,506	860,130
106 Transportation Trust	10,596,580	11,600,961	11,967,063	186,220	12,153,283	12,483,850
123 Stormwater Utility	2,780,576	3,265,372	3,374,244	-	3,374,244	3,437,593
125 Grants	33,487	31,540	32,468	-	32,468	32,468
505 Motor Pool	2,692,417	2,932,906	2,997,928	(279,799)	2,718,129	2,736,048
Total Revenues	16,766,693	18,677,345	19,219,209	(93,579)	19,125,630	19,550,089
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Engineering Services	35.00	35.00	35.00	1.00	36.00	36.00
Fleet Management	9.25	9.00	9.00	-	9.00	9.00
Operations	137.00	138.00	138.00	-	138.00	138.00
PW Support Services	4.50	4.00	4.00	-	4.00	4.00
Total Full-Time Equivalents (FTE)	185.75	186.00	186.00	1.00	187.00	187.00
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Support Services (106-400-541)

Goal	The goal of the Department of Public Works Support Services is to effectively serve the residents of Leon County by planning, developing, and maintaining quality infrastructure. This is accomplished by delivering environmentally sensitive and cost-effective products and services in order to achieve a high quality of life that includes health and safety, human comfort, and convenience.
Core Objectives	<ol style="list-style-type: none"> 1. Provide oversight, monitoring, policy development and coordination of the seven divisions and multiple budget programs within the Department. 2. Coordinate the department-wide submission of the Annual Budget and Capital Improvement Program and manage capital improvement projects. 3. Coordinate Board meeting agenda items and other related correspondence. 4. Coordinate department travel requests and expense reports. 5. Provide quality control relative to approximately 187 employee's annual appraisals, in addition to quarterly purchasing card audits. 6. Provide records management for entire department.
Statutory Responsibilities	Florida Statute, Chapter 119 "Public Records Law"; *Leon County Code of Laws, Chapter 10 "Comprehensive Plan"; Moving Ahead for Progress in the 21 st Century (MAP-21); Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU); Florida Constitution Article 12 (9)(c)(5); Florida Statute 206.47(7); Florida Statute 206.875; Florida Statute 206.60; Florida Statute 336.021; Florida Statute 336.025
Advisory Board	Capital Regional Transportation Planning Agency (CRTPA) Transportation Technical Advisory Committee; Transportation Planning Advisory Committee; Florida Department of Transportation; Blueprint 2000 Technical Coordinating Committee; Development Review Committee

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Support Services (106-400-541)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	498,351	458,485	482,706	-	482,706	498,664
Operating	138,543	145,587	152,461	-	152,461	152,461
Total Budgetary Costs	636,894	604,072	635,167	-	635,167	651,125
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
106 Transportation Trust	636,894	604,072	635,167	-	635,167	651,125
Total Revenues	636,894	604,072	635,167	-	635,167	651,125
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Director of Public Works	1.00	1.00	1.00	-	1.00	1.00
Assistant Public Works Director	0.50	-	-	-	-	-
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
Sr. Administrative Associate I	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	4.50	4.00	4.00	-	4.00	4.00

The major variances for the FY 2019 Support Services Budget are as follows:

Increases to Program Funding:

1. Personnel costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Rentals and leases in the amount of \$6,615, associated with realigning the contract costs for copier machines among the Public Works divisions.

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Operations Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	6,901,039	7,663,934	7,908,088	-	7,908,088	8,192,299
Operating	1,869,299	2,503,113	2,518,628	85,064	2,603,692	2,605,381
Transportation	1,307,542	1,233,046	1,289,682	-	1,289,682	1,289,682
Capital Outlay	8,065	-	-	-	-	-
Total Budgetary Costs	10,085,945	11,400,093	11,716,398	85,064	11,801,462	12,087,362
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Mosquito Control (001-216-562)	663,633	846,566	847,506	-	847,506	860,130
Mosquito Control Grant (125-214-562)	33,487	31,540	32,468	-	32,468	32,468
Right-Of-Way Management (106-432-541)	2,310,681	2,863,387	2,965,534	-	2,965,534	3,060,507
Stormwater Maintenance (123-433-538)	2,780,576	3,265,372	3,374,244	-	3,374,244	3,437,593
Transportation Maintenance (106-431-541)	4,297,568	4,393,228	4,496,646	85,064	4,581,710	4,696,664
Total Budget	10,085,945	11,400,093	11,716,398	85,064	11,801,462	12,087,362
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	663,633	846,566	847,506	-	847,506	860,130
106 Transportation Trust	6,608,249	7,256,615	7,462,180	85,064	7,547,244	7,757,171
123 Stormwater Utility	2,780,576	3,265,372	3,374,244	-	3,374,244	3,437,593
125 Grants	33,487	31,540	32,468	-	32,468	32,468
Total Revenues	10,085,945	11,400,093	11,716,398	85,064	11,801,462	12,087,362
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Mosquito Control	5.20	6.20	6.20	-	6.20	6.20
Transportation Maintenance	54.00	54.00	54.00	-	54.00	54.00
Right-Of-Way Management	35.00	35.00	35.00	-	35.00	35.00
Stormwater Maintenance	42.80	42.80	42.80	-	42.80	42.80
Total Full-Time Equivalents (FTE)	137.00	138.00	138.00	-	138.00	138.00
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Operations – Transportation Maintenance (106-431-541)

Goal	The goal of the Public Works, Division of Operations Transportation Program is to provide for the safety, comfort, and convenience of the public by creating, maintaining, and managing infrastructure and programs supporting transportation, roadside beautification, and stormwater maintenance. This is accomplished through cost effective, environmentally sensitive, and aesthetically pleasing products and services.
Core Objectives	<ol style="list-style-type: none"> 1. Responsible for the creation, maintenance, management, and preservation of functional, safe, and effective transportation systems for the citizens of Leon County and its visitors. 2. Provide pothole patching and major asphalt repairs. 3. Provide dirt road grading, stabilization, and ditch maintenance. 4. Provide street sign installation and repair. 5. Provide supervision of contract services for various activities on over 660 miles of County roadways. 6. Provide repairs on private roads to citizens through Leon County's Private Road Preventative Maintenance and Repair Program. 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 FY17 Actual Production MH/Unit	Benchmark (FDOT 4 Year Average Production)
Q2	Pavement Symbols (Plastic)	0.052 man hours/sq ft	0.067 man hours/sq ft
Q2	Plant Mix Patching (Manual) ¹	12.656 man hrs/ton	13.826 man hours/ton
Q2	Major Plant Mix Patching (Mechanical) ²	4.707 man hrs/ton	1.769 man hours/ton
Q2	Signs (ground signs 30 sq. ft. or less) ³	0.234 man hrs/sign	0.914 man hours/sign

Source: Florida Department of Transportation 2018

1. Leon County's man hours per unit ratio were slightly lower in FY 2017 than that of FDOT due to the crews doing more major asphalt repairs than normal.
2. Leon County's man hours per unit production exceeds FDOT due to additional travel time required to move crews and equipment to multiple small projects, as compared to FDOT's typical large projects.
3. Leon County's man hours per unit production is less than FDOT due to the close proximity, density and size of Leon County signs compared to those of FDOT.

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Operations – Transportation Maintenance (106-431-541)

Performance Measures					
Priorities	Performance Measures	FY 2016 ¹ Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Q2	Perform 600 tons/year of major asphalt repairs ² .	519	779	600	600
Q2	Perform 400 tons/year asphalt/pothole patching ³ .	345	412	400	400
Q2	Install and repair 7,000 sign panels annually ⁴ .	5,152	13,654	7,000	7,000
Q2	Wash and clean 9,000 sign panels annually ⁵ .	7,208	7,206	9,000	9,000
Q2	Install and refurbish 90,000 sq. ft. of pavement markings and symbols with plastic ⁶ .	78,926	79,202	90,000	90,000
G1	Respond to 90% of work orders within three weeks ⁷ .	94%	96%	90%	90%
Q2	Grade County maintained dirt roads on a 14 day cycle ⁸ .	17 Days	14 Days	14 Days	14 Days
Q2	Perform resurfacing on five miles of Open-Grade Mix roads annually ⁹ .	12.3	6.0	5.0	5.0
Q2	Repair 130 miles/year of shoulders ¹⁰ .	98.34	95.35	130	130

Notes:

1. Projection in the Division monitored activities were negatively impacted by crews having to be diverted for the response and recovery to Hurricane Hermine. This event alone resulted in more than a 10% reduction in productivity of many of the Divisions monitored activities.
2. The Division used 779 tons of asphalt for major roadway repairs in FY 2017, an increase from 519 in FY 2016. The increase is due primarily to work associated with the Killlearn Lakes Root Damage Repair project.
3. The Division used 412 tons of asphalt for pothole patching, exceeding the FY 2017 estimate of 400. There was less equipment downtime for repairs in FY 2017, resulting in a greater level of productivity. Production is expected to remain consistent for FY 2018 and FY 2019.
4. The Division installed and repaired 13,654 sign panels in FY 2017, far exceeding the FY 2017 estimate of 7,000. This is due primarily to the number of repairs required from the extensive damage caused by Hurricane Hermine. Projections are expected to return to normal levels in FY 2018 and FY 2019.
5. The decrease in washing and cleaning sign panel in FY 2017 was due to staff time being diverted to the repair activities from damage caused by Hurricane Hermine.
6. The Division installed and refurbished 79,202 square feet of pavement markings and symbols in FY 2017, short of the 90,000 square feet performance goal. This was due primarily to employee vacancies.
7. In FY 2017, the Division responded to 96% of work orders within three weeks, exceeding the FY 2017 estimate of 90%. Crews were realigned in FY 2017 in an effort to increase productivity.
8. The Division met the performance goal of grading County maintained dirt roads on a 14 day cycle in FY 2017.
9. The Division resurfaced six miles of Open-Grade Mix roads in FY 2017, slightly higher than the FY 2017 estimate of five miles. The higher productivity in FY 2016 was attributed to roads not being resurfaced in FY 2015 due to logistical issues throughout the year, which resulted in these projects being completed during the first part of FY 2016. The level of productivity returned to normal in FY 2017.
10. The Division repaired 95.35 miles of shoulders in FY 2017. The reduction in shoulder miles was due to the shoulder repair crew being utilized to complete the Forest Road 301 (Emergency Detour route) project.

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Operations - Transportation Maintenance (106-431-541)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	2,946,241	2,971,076	3,058,775	-	3,058,775	3,168,929
Operating	801,768	947,386	940,149	85,064	1,025,213	1,030,013
Transportation	543,694	474,766	497,722	-	497,722	497,722
Capital Outlay	5,865	-	-	-	-	-
Total Budgetary Costs	4,297,568	4,393,228	4,496,646	85,064	4,581,710	4,696,664
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
106 Transportation Trust	4,297,568	4,393,228	4,496,646	85,064	4,581,710	4,696,664
Total Revenues	4,297,568	4,393,228	4,496,646	85,064	4,581,710	4,696,664
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Director of Operations	1.00	1.00	1.00	-	1.00	1.00
Asst. Director of Operations	1.00	1.00	1.00	-	1.00	1.00
Work Control Coordinator	1.00	1.00	1.00	-	1.00	1.00
Maintenance & Construction Supervisor	2.00	2.00	2.00	-	2.00	2.00
Crew Chief II	2.00	2.00	2.00	-	2.00	2.00
Traffic Sign Technician	6.00	6.00	6.00	-	6.00	6.00
In-Mate Supervisor	1.00	1.00	1.00	-	1.00	1.00
Traffic Services Supervisor	1.00	1.00	1.00	-	1.00	1.00
Traffic Sign Crew Chief	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	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	54.00	54.00	54.00	-	54.00	54.00

The major variances for the FY 2019 Transportation Maintenance budget are as follows:

Increases to Program Funding:

1. Personnel costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual services in the amount of \$50,000 associated with outsourcing bridge repair and maintenance, partially offset by a \$17,267 reduction in sidewalk contracting as the crew focused on maintaining bridges will shift to maintain more sidewalks. Contractual services also increased by \$25,000 for increased maintenance of guardrails and \$4,140 for new traffic signals coming online.
3. Utility services in the amount of \$23,191 associated with increased street lighting and new traffic signals coming online.
4. Transportation costs in the amount of \$22,956 associated with estimated higher vehicle repair costs.

Decreases to Program Funding:

1. Operating supplies in the amount of \$3,600 related to one-time sign shop equipment being replaced in FY 2018.

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

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

Goal	The goal of the Public Works, Division of Operations Right-of-Way Management Program is to provide for the safety, comfort, and convenience of the public by managing programs that support transportation, roadside beautification and stormwater maintenance.
Core Objectives	<ol style="list-style-type: none"> 1. Provide roadside maintenance on over 660 miles of County roadways. 2. Meet the objectives and goals set forth in the Canopy Road Management Plan. 3. Review tree removal requests and prune or remove high risk trees and noxious plants. 4. Manage the Roadside Beautification Program, including the Adopt-A-Tree, Adopt-A-Road, and Tree Bank programs. 5. Perform litter control and roadside mowing to enhance the functionality, safety, and effectiveness of the roadside environment for vehicular and pedestrian traffic. 6. Perform Clear Zone maintenance to provide a safe recovery area along roadways. 7. Respond to service requests from citizens and internal customers. 8. Perform finish cut mowing, edging, mulching, irrigation maintenance, herbiciding, fertilizing, and shrub/tree pruning in landscaped areas of County right-of-ways.
Statutory Responsibilities	Florida Statute, Chapter 125.01(1)(m) "General Authority Over Streets, Roads, etc."; Chapter 334.03(7), 336.01 et seq. "County Road System", Comprehensive Plan, Policy 3.3.2 "Implementation of Urban Forest Management Goals" & "Canopy Roads Management Plan Development and Implementation"
Advisory Board	Canopy Roads Citizen Committee; Tree and Wildlife Committee

Strategic Plan Bold Goals and Five-Year Targets				
Reference	Measure	FY 2017 Actual	FY 2018 Estimate	FY 2019 Estimate
T5	Strategic Target: Plant 15,000 trees between FY17 – FY21 ¹	361	435	600
T5	Strategic Target: Plant 1,000 trees in Canopy Roads between FY17 – FY21 ²	0	145	250

- Notes:
1. This only reflects the number of trees planted by the Operations Division, including the 290 trees planted through the Adopt-A-Tree Program in FY 2018. The Engineering and Parks & Recreation Divisions also plants trees.
 2. The Division did not plant any trees on canopy roads in FY 2017 due to the target being adopted after the planting season had passed. 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. The Budget includes \$75,000 to develop an active canopy road tree planting program, estimated to plant 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 FY17 Actual MH/Unit	Benchmark (FDOT 4 Year Average Production)
Q2	Roadside Litter Removal ¹	0.35 man hours/acre	1.23 man hours/acre
Q2	Right-of-Way Mowing ¹	0.47 man hours/acre	0.78 man hours/acre
Q2	Finish Cut Mowing ²	6.26 man hours/acre	2.72 man hours/acre

Source: Florida Department of Transportation 2018

1. Man-hours per unit ratios are lower than FDOT due to County right-of-ways being narrower and in closer proximity.
2. FDOT man-hours per unit is lower than Leon County's due to FDOT landscape areas being larger and more expansive than Leon County, which results in less FDOT time lost due to mobilization and travel.

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

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

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals ¹	FY 2017 Actuals ¹	FY 2018 Estimate	FY 2019 Estimate
Q1, EN2	Increase the number of Adopt-a-Road litter control groups by 2% over the prior year.	10%	0%	2%	2%
Q1, EN2	Inspect and remove high risk wood on 58 miles of Canopy Roads every three years with an annual average of 19.3 miles ² .	24.5	24.5	19	19
Q1, EN2	Perform clear zone maintenance on 15 shoulder miles ³ .	8.3	17	15	15
Q1, EN2	Pick up litter on 1,000 miles of roads annually ⁴ .	1,019	1,579	1,000	1,000
Q1, EN2	Maintain 208.26 acres of landscaped area 9 times per year (Goal: 1,875 acres) ⁵ .	1,319	964	1,875	1,875
G2	Respond to 90% of work orders within three weeks.	99%	98%	90%	90%
Q1, EN2	Mow 519 miles, five times during the mowing season (Goal: 2,595 miles).	2,787	2,834	2,595	2,595

Notes:

- In FY 2016, projection in the Division monitored activities were negatively impacted by crews having to be diverted for the response and recovery to Hurricane Hermine. This event alone resulted in more than a 10% reduction in productivity of many of the Divisions monitored activities. Projections returned to normal levels in FY 2017 and FY 2018.
- The Division inspected and removed high risk wood from 24.5 miles of Canopy Roads in FY 2016 and FY 2017. The high number of large trees in the dead and critical condition classes from the 2015 Canopy Roads Tree Inventory led to an increase in the number of miles requiring maintenance.
- Resources for clear zone maintenance have been diverted to controlling invasive vines along canopy roads. Slope mowing and vine control are contributing to the roadside clear zone being measured under different activities. New measures may be developed at a future date.
- Litter control is solely dependent on the availability of Work Program clients. For various reasons the availability of Work Program clients has been declining in recent years resulting in less production. Staffing realignments and contract mowing that includes removing litter are anticipated to improve litter control.
- The number of acres of landscaped area increased slightly from 206.26 to 208.26 for FY 2018. New sidewalks along existing County roads and the new Orchard Pond Toll Road contributed to the increase in acreage for this activity.

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

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

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,638,661	1,857,969	1,937,539	-	1,937,539	2,011,603
Operating	416,433	730,792	749,236	-	749,236	770,145
Transportation	255,587	274,626	278,759	-	278,759	278,759
Total Budgetary Costs	2,310,681	2,863,387	2,965,534	-	2,965,534	3,060,507
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
106 Transportation Trust	2,310,681	2,863,387	2,965,534	-	2,965,534	3,060,507
Total Revenues	2,310,681	2,863,387	2,965,534	-	2,965,534	3,060,507
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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
R-O-W Management Supervisor	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	2.00	-	2.00	2.00
Maintenance Technician	12.00	12.00	12.00	-	12.00	12.00
Crew Chief	2.00	2.00	2.00	-	2.00	2.00
Work Program Crew Chief	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	35.00	35.00	35.00	-	35.00	35.00

The major variances for the FY 2019 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 estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual services in the amount of \$18,444 associated with planned contractual increases for tree removal and sidewalk mowing. 4.6 miles of sidewalk were constructed over the past year alone, with additional miles coming online in the near future, requiring more resources to maintain.
3. Transportation costs in the amount of \$4,133 associated with higher vehicle insurance coverage costs.

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Operations - Stormwater Maintenance (123-433-538)

Goal	The goal of the Public Works, Division of Operations Stormwater Maintenance Program is to provide for the safety, comfort and convenience of the public by creating, maintaining and managing infrastructure and programs supporting transportation, roadside beautification, and stormwater maintenance.
Core Objectives	<ol style="list-style-type: none"> 1. Maintain and retrofit open and enclosed County owned drainage systems providing for water quality and rate control. 2. Protect citizens against personal injury and private property loss, as well as Leon County from financial loss associated with stormwater runoff. 3. Provide silt removal from open ditches and enclosed stormwater pipe maintenance (mechanically and by hand labor). 4. Sod, hydromulch, seed and hay shoulders, front slopes, back slopes and ditches to prevent erosion. 5. Respond to service requests from citizens and internal customers. 6. Construct and repair concrete structures (i.e. concrete ditch block, concrete ditch pavement, inlets, curbs, and head walls). 7. Conduct routine maintenance such as mowing, tree trimming, and fence repair on stormwater ponds and conveyances. 8. Remove silt from ponds and replace stormwater pond filter systems to ensure proper treatment of stormwater. 9. Repair and stabilize stormwater ponds and conveyances to prevent erosion and future damage to the facility. 10. Conduct inspections of stormwater ponds and conveyance systems to ensure compliance with environmental permits. 11. Maintain vegetation in all County maintained stormwater facilities.
Statutory Responsibilities	Comprehensive Plan: Section II - Transportation; Section III - Utilities; Section IX - Capital Improvements; Federal Non-Point Discharge Elimination System (NPDES) regulations set forth in Section 40 CFR 122.26; State Water Policy: Florida Administrative Code Chapter 62; Rule 62-40.432(2)(c), FAC; Leon County Code of Ordinances, Chapter 10, Article VII, City of Tallahassee Land Development Code, Chapter 5, Section 5-57
Advisory Board	None

Benchmarking			
Priorities	Benchmark Data	Leon County FY17 Actual Production MH/Unit	Benchmark (FDOT 4 Year Average Production)
Q2,EN1	Cleaning of Drainage Pipes (Mechanical) ¹	0.138 man hrs./linear ft.	0.120 man hrs./linear ft.
Q2,EN1	Cleaning and Reshaping Roadside Ditches ¹	0.117 man hrs./linear ft.	0.091 man hrs./linear ft.

Source: Florida Department of Transportation 2018

1. Leon County man-hour production is slightly higher than FDOT due to FDOT having longer runs of enclosed conveyances and longer runs of roadside ditches resulting in higher production per project.

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Operations - Stormwater Maintenance (123-433-538)

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals ¹	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
G1	Complete 90% of work order requests, excluding major construction projects, within six weeks ² .	89%	75%	90%	90%
Q2,EN1	Clean and reshape 225,000 feet/year of roadside ditches annually ³ .	96,444	97,187	225,000	225,000
Q2,EN1	Clean 9,500 feet of drainage pipes annually (Mechanical) ⁴ .	4,291	8,640	9,500	9,500
Q2,EN1	Percent of ponds and associated conveyances mowed two times annually per County Operating Permit requirements.	97%	97%	90%	90%
Q2,EN1	Percent of County conveyance systems, not associated with County Operating Permits, mowed one time annually.	18%	11%	25%	25%

Notes:

1. Projection in the Division monitored activities were negatively impacted by crews having to be diverted for the response and recovery to Hurricane Hermine. This event alone resulted in more than a 10% reduction in productivity of many of the Divisions monitored activities.
2. The Division did not meet the performance goal in FY 2016 and FY 2017 due to storm response activities for Hurricane Hermine and Hurricane Irma. The equipment used in maintaining roadside ditches was dedicated to debris removal following the two hurricanes.
3. The Division cleaned and reshaped 97,187 feet of roadside ditches in FY 2017. As indicated in #2 above, the equipment used in maintaining roadside ditches was dedicated to debris removal following the two hurricanes and prevented the Division from meeting this performance goal. The estimated number of linear feet to clean and reshape roadside ditches increased for FY 2018 and FY 2019 to reflect the addition of the new excavation crew which was added in FY 2017.
4. In 2017, the Division cleaned 8,640 feet of drainage pipes, 91% of the estimated performance goal.

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Operations - Stormwater Maintenance (123-433-538)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,895,279	2,310,770	2,383,265	-	2,383,265	2,470,634
Operating	431,711	531,775	535,178	-	535,178	511,158
Transportation	453,586	422,827	455,801	-	455,801	455,801
Total Budgetary Costs	2,780,576	3,265,372	3,374,244	-	3,374,244	3,437,593
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
123 Stormwater Utility	2,780,576	3,265,372	3,374,244	-	3,374,244	3,437,593
Total Revenues	2,780,576	3,265,372	3,374,244	-	3,374,244	3,437,593
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Stormwater Superintendent	0.80	0.80	0.80	-	0.80	0.80
Work Control Coordinator	1.00	1.00	1.00	-	1.00	1.00
Maintenance & Construction Supervisor	2.00	2.00	2.00	-	2.00	2.00
Crew Chief II	6.00	6.00	6.00	-	6.00	6.00
In-Mate Supervisor	4.00	4.00	4.00	-	4.00	4.00
Equipment Operator	12.00	12.00	9.00	-	9.00	9.00
Crew Chief I	1.00	1.00	1.00	-	1.00	1.00
Heavy Equipment Operator	1.00	1.00	4.00	-	4.00	4.00
Maintenance Technician	14.00	14.00	14.00	-	14.00	14.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	42.80	42.80	42.80	-	42.80	42.80

The major variances for the FY 2019 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 estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additionally, three equipment operator positions were re-classified to heavy equipment operators to operate the debris removal equipment purchase, as approved by the Board at its February 27, 2018 meeting.
2. Other current charges & obligations in the amount of \$33,390 associated with additional contractor excavation licenses and stormwater pond operating and maintenance permits on a three year cycle.
3. Transportation costs in the amount of \$28,154 associated with estimated higher fuel consumption and vehicle repair costs due to extending the lifecycle of vehicles and equipment for a longer period of time instead of replacing. Transportation costs also increased related to operating and maintaining the new debris removal equipment noted above.

Decreases to Program Funding:

1. Contractual services in the amount of \$30,000 associated with sod for stormwater ponds and conveyances based on current analysis of past purchases of sod.

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Operations – Mosquito Control (001-216-562/125-214-562)

Goal	The goal of the Public Works, Division of Operations Mosquito Control Program is to provide Leon County residents and visitors with effective and environmentally sound mosquito control services. Services and educational programs are provided to protect public health and reduce human discomfort associated with large mosquito populations.
Core Objectives	<ol style="list-style-type: none"> 1. Conduct fog truck spraying services during the early evening hours to target active mosquitoes. 2. Provide hand-fogging service to control daytime mosquitoes which cannot be controlled using night time truck spraying. 3. Provide inspections of citizens' properties, provide educational literature, and make practical recommendations to the residents. 4. Conduct inspections of ponds and pools to determine if they are suitable for introduction of mosquitofish. 5. Provide outreach through the Community Education program by conducting educational presentations to schools, civic organizations, homeowner associations, or other groups interested in learning more about mosquitoes and mosquito control. 6. Inspect wetlands, ponds, ditches, or other areas that may harbor larval mosquitoes and treat small and medium-sized areas immediately with appropriate control materials. For larger areas, an aerial application is scheduled. 7. Conduct aerial larviciding in cooperation with the Leon County Sheriff's Office Aviation Unit. The Division provides the application and navigation equipment, control materials, and support staff. The Leon County Sheriff's Office provides the helicopter, pilot, and aviation support services. 8. Map all mosquito control surveillance and requests to identify mosquito activity clusters that may require additional efforts. 9. Monitor for mosquito-borne diseases using sentinel chicken flocks. Collect blood samples and send to the Florida Department of Health for testing. 10. 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 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Q2,G1	Percent of mosquito larva requests responded to in three days ¹ .	77%	82%	75%	75%
Q2,G1	Percent of adult mosquito spraying requests responded to in three days ² .	62%	45%	75%	75%
Q2,G1	Percent of domestic mosquito requests responded to in three days ³ .	76%	55%	75%	75%

Notes:

1. The Division was able to slightly exceed this performance measure in FY 2017 with the assistance of full-time personnel from other Divisions and utilizing overtime funds to operate seven days a week during peak mosquito activity.
2. The Division did not meet this performance measure in FY 2017 due to hurricane response activities and delays due to inclement weather which negatively impacted the staff's ability to respond to many requests within the three day window.
3. The Division did not meet this performance measure in FY 2017 due to the response delays caused by Hurricane Hermine and Hurricane Irma. Backlogs created by these delays along with staffing shortages prevented a timely response to many requests.

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Operations - Mosquito Control (001-216-562)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	420,858	524,119	528,509	-	528,509	541,133
Operating	188,100	261,620	261,597	-	261,597	261,597
Transportation	54,675	60,827	57,400	-	57,400	57,400
Total Budgetary Costs	663,633	846,566	847,506	-	847,506	860,130
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	663,633	846,566	847,506	-	847,506	860,130
Total Revenues	663,633	846,566	847,506	-	847,506	860,130
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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
Sr. Mosquito Control Technician	1.00	-	-	-	-	-
Mosquito Control Technician	2.00	2.00	2.00	-	2.00	2.00
Crew Chief II	-	2.00	2.00	-	2.00	2.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	5.20	6.20	6.20	-	6.20	6.20
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 2019 Mosquito Control budget are as follows:

Increases to Program Funding:

1. Personnel costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decreases to Program Funding:

1. Transportation costs in the amount of \$3,427 associated with lower estimated diesel prices and reduced costs for vehicle insurance coverage.

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

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

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	31,287	31,540	32,468	-	32,468	32,468
Capital Outlay	2,200	-	-	-	-	-
Total Budgetary Costs	33,487	31,540	32,468	-	32,468	32,468
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
125 Grants	33,487	31,540	32,468	-	32,468	32,468
Total Revenues	33,487	31,540	32,468	-	32,468	32,468

The major variances for the FY 2019 Mosquito Control Grant budget are as follows:

Increases to Program Funding:

1. Increase in program funding is due to a moderate increase in the grant amount received from the State.

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Engineering Services – Engineering Service (106-414-541)

Goal	The goal of the Department of Public Works Engineering Services is to provide the public with professional services for the construction and maintenance of cost-effective infrastructure to enhance our community's quality of life.
Core Objectives	<ol style="list-style-type: none"> 1. In-house design using County staff and resources 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. Also, 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. Also, responsible for Interagency Coordination including: representing Leon County's Stormwater interests with BluePrint 2000 Program administration and capital project implementation, participating in the annual review of tax deeds, representing Leon County Public Works with citizen committees (Science Advisory & Water Resources Committees), coordinating with state, federal, and local agencies regarding water resource priorities and public health concerns, and providing technical support for permitting and litigation actions. 3. Responds to requests from other departments/divisions for delineation of County property and easements, which also includes: preparing and/or reviewing legal descriptions, sketches, and maps for the acquisition or disposition of property; easements, or other real estate interest. In addition, the preparation and/or review of legal descriptions, sketches and maps for the County Attorney's Office and other departments; responding to the Board for information regarding land ownership issues; and, assists with the new County-owned property inventory list. 4. Responsible for the administration of the Stormwater Utility Program, the Water Quality Monitoring/Total Maximum Daily Load (TMDL) Program and implementation of the National Pollutant Discharge Elimination Systems (NPDES) standards for public drainage systems. Provide technical support for implementing the management strategies outlined in the Wakulla Springs BMAP. 5. Responsible for Infrastructure Operations including: review of drainage complaints with field staff; responding to citizens, administration, and commission staff; developing operational corrections or scope of required capital project to address complaints, and identification of problem areas. 6. Provides support to the Development Review Division of Development Support & Environmental Management, including; review of drainage and treatment designs for public subdivisions, recommendations of plan modifications to comply with maintenance requirements, ensurance of traffic safety and pedestrian accessibility on public facilities, identification of drainage problem areas potentially affected by design, coordination with Stormwater Maintenance staff when standards cannot be achieved, and representing Leon County Public Works in review of regional development plans. 7. Responsible for Capital Project Development which includes: identifying planning needs to define project scope to correct flooding or water quality concerns, improve roadway levels of services, and enhance pedestrian safety. Prepares grant applications to support capital projects, and provides technical assistance to design staff regarding wetland and water resource protection/restoration, public outreach and coordination. 8. Provides significant public support in response to citizen requests for roadway and traffic issues including, but not limited to; speed studies, stop sign evaluations, striping, warning or advisory sign placement or safety markings and administering the traffic calming program. 9. Manages the Fire Hydrant Installation, Livable Infrastructure for Everyone (L.I.F.E.), Sidewalk, and Street Lighting Programs. 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.

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Engineering Services – Engineering Service (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 2000 Technical Coordinating Committee, Parks & Recreation Advisory Team, Community Traffic Safety Team, Bicycle/Pedestrian Advisory Committee, Capital Region Transportation Planning Agency Technical Coordinating Committee, Capital Region Transportation Planning Agency, Transportation Alternatives subcommittee, Florida Department of Environmental Protection (FDEP) OSTDS committee for the Wakulla BMAP.

Strategic Plan Bold Goals and Five-Year Targets				
Reference	Measure	FY 2017 Actual	FY 2018 Estimate	FY 2019 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	136	150
T5	Plant 1,000 trees in Canopy Roads between FY17-FY 21 ² .	18	65	20
T6	Ensure 100% of new County building construction, renovation and repair utilize sustainable design.	See Note #3		
T8	Construct 30 miles of sidewalks, greenways and trails between FY17-FY21 ⁴ .	1.1	6	3.6
T10	Construct 100 fire hydrants between FY17-FY21 ⁵ .	15	20	35

Notes:

- By leveraging Blueprint water quality funds approved as part of the early passage of the sales tax extension and projected construction schedules, over the next three years, approximately 575 septic tanks can be eliminated from the Primary Springs Protection Zone in the Woodside Heights, Northeast Lake Munson and Belair/Annawood neighborhoods. In addition, Leon County has worked closely with FDEP and was awarded a stand-alone grant to implement a Passive Onsite Sewage Nitrogen Reduction Pilot Project for the Wilkinson Woods Subdivision which will upgrade an additional 35 septic tanks. Leon County has aggressively pursued state grant funds to remove septic tanks in the primary springs protection zone. Finally, Leon County is implementing the Woodville Septic to Sewer Project through the preliminary design of a central sanitary sewer collection system and transmission system from Woodville to the City of Tallahassee collection system at Capital Circle SE. Like the other projects, the Woodville project is funded through sales tax and an FDEP grant. The County anticipates future grant funding from FDEP to support additional phases of the Woodville project.
- This only reflects the number of trees planted by the Engineering Division through planned construction projects. The Operations division and other Departments also plant trees every year.
- To achieve this Target, staff is currently working to implement policies and procedures that will ensure sustainable design is utilized in 100% of new construction, renovation, and repair by the year 2021. For instance, staff is in the process of developing material standards for small renovations such as painting and carpet installation.
- This only reflects the number of sidewalk and trail miles constructed by Public Works. Other Departments, such as Parks & Recreation and Blueprint 2000 also construct sidewalks, greenways, and trails. Public Works contribution to this target will be accomplished through the continued implementation of the County's Sidewalk Program and other transportation capital projects. Staff estimates a total of 10 miles of sidewalk will be constructed from FY 2018 – FY 2021.
- Fire hydrant construction is subject to available funding. Budgeted outyears tentatively allocate \$150,000 annually for the construction of new fire hydrants. Of this, \$50,000 is dedicated for a matching program which allows a HOA or citizen and the County to evenly share in the cost of hydrant installations. Based on available funding, staff estimates approximately 35 hydrants can be installed per year to meet the target.

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
G1	Manage staff so that not less than 30% of staff time is spent on Capital Improvement Project activities.	27%	33%	31%	35%
EN2,Q2	Review, permit, and inspect for completion of all projects assigned to ensure compliance with County standards.	100%	100%	100%	100%
G1	Maintain subdivision plat review time by Engineering Services to an average of 6 days or less after receipt of complete submittals.	5	5	5	5
G1	Maintain number of Leon County water bodies sampled annually.	42	42	42	42

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Engineering Services (106-414-541)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	3,018,492	3,210,331	3,342,489	91,276	3,433,765	3,548,327
Operating	288,710	488,514	488,605	-	488,605	488,605
Transportation	44,235	41,429	38,622	-	38,622	38,622
Capital Outlay	-	-	-	9,880	9,880	-
Total Budgetary Costs	3,351,437	3,740,274	3,869,716	101,156	3,970,872	4,075,554
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
106 Transportation Trust	3,351,437	3,740,274	3,869,716	101,156	3,970,872	4,075,554
Total Revenues	3,351,437	3,740,274	3,869,716	101,156	3,970,872	4,075,554
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Director of Engineering Services	1.00	1.00	1.00	-	1.00	1.00
Water Resource Scientist	1.00	1.00	1.00	-	1.00	1.00
Construction Manager II	1.00	1.00	1.00	-	1.00	1.00
Chief of Eng. Coordination	1.00	1.00	1.00	-	1.00	1.00
Chief of Building Engineering	1.00	1.00	1.00	-	1.00	1.00
Chief of Engineering Design	1.00	1.00	1.00	-	1.00	1.00
Stormwater Management Coordinator.	1.00	1.00	1.00	-	1.00	1.00
Sr. Design Engineer	3.00	3.00	3.00	-	3.00	3.00
Customer Support Engineer	1.00	1.00	1.00	-	1.00	1.00
Chief of Construction 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 Planner	1.00	1.00	1.00	-	1.00	1.00
Engineer Intern	1.00	1.00	1.00	-	1.00	1.00
Sr. Engineering Design Specialist	1.00	1.00	1.00	-	1.00	1.00
Water Resource Specialist	1.00	1.00	1.00	-	1.00	1.00
Water Quality Engineer	-	-	-	1.00	1.00	1.00
Survey Technician I	1.00	1.00	1.00	-	1.00	1.00
Water Resource Limnologist	1.00	1.00	1.00	-	1.00	1.00
Project Engineer	1.00	1.00	1.00	-	1.00	1.00
Survey Party Chief	1.00	1.00	1.00	-	1.00	1.00
Construction Inspector	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate VI	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)	35.00	35.00	35.00	1.00	36.00	36.00

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Engineering Services (106-414-541)

The major variances for the FY 2019 Engineering Services budget are as follows:

Increases to Program Funding:

1. Personnel costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additionally, personnel costs increased in the amount of \$91,276 for a new Water Quality Engineer position approved by at the April 24, 2018 Budget Workshop. The new engineering position was added to assist with the \$57 million dollars of current and planned sewer projects in the Primary Springs Protection Areas of the County.
2. Capital outlay in the amount of \$9,880 associated with new equipment for the new Water Quality Engineer position.

Decreases to Program Funding:

1. Transportation costs in the amount of \$2,807 associated with lower costs for vehicle insurance coverage and vehicle repair.

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Fleet Maintenance (505-425-591)

Goal	The goal of the Department of Public Works Fleet Maintenance is to provide the best quality maintenance and repair at the most economical cost to taxpayers of Leon County.
Core Objectives	<ol style="list-style-type: none"> 1. Repair and maintain more than 728 vehicles and equipment for the Board and the Health Department. Additionally, repair and maintenance is provided on 30 vehicles by request on vehicles owned by the Constitutional Officers excluding the Sheriff's Department. 2. Perform preventative maintenance services on light, heavy, and miscellaneous equipment. 3. Procure parts and supplies needed for repairs. 4. Provide road and field service repairs on stationary equipment and disabled vehicles. 5. Repair and maintain computerized Mosquito Control fogging units. 6. Coordinate tire repairs for field service vehicles and normal replacement due to wear and/or damage. 7. Procure, store and distribute more than 550,000 gallons of fuel and more than 4,500 gallons of motor oil annually for Board, Constitutional Offices, and Florida Department of Law Enforcement vehicles. 8. Provide total in house management of fuel reporting system. 9. Coordinate collision repairs as well as vandalism, theft and wrecker service. 10. Develop, implement, and maintain six annual vehicle/equipment Capital Improvement Programs according to County Green Fleet Policy. 11. Implement and maintain total cost concept buying on heavy equipment. 12. Coordinate, maintain, and repair Emergency Medical Services fleet including all ambulances.
Statutory Responsibilities	<p>Code of Federal Regulations (CFR) Chapter 40, Part 279 "Used Oil and Filters"</p> <p>F.S. Chapter 316.2935 "Air Pollution Control Equipment; Tampering Prohibited; Penalty"</p> <p>F.S. Chapter 316.2937 "Motor Vehicle Emission Standards"</p> <p>F.S. Chapter 403.717 "Environmental Control – Waste Tire and Lead-Acid Battery Requirements"</p> <p>F.S. Chapter 403.751 and 403.760 "Environmental Control – Resource Recovery and Management"</p> <p>Florida Department of State Rules 62-710 "Used Oil Management" and 62-711 "Waste Tire Rule"</p>
Advisory Board	None

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G1	Hourly Shop Rate	\$80.00	\$115.33 ¹
G1	Mechanic productivity (based on 2,080 hours annually)	75%	66% to 72% ²

Benchmark Sources:

1. Based on March 2018 survey of Local Vendor Hourly Labor Cost: Tallahassee Lincoln Ford \$100; Beard Equipment \$110; Ring Power \$110; Dale Earnhardt Chevrolet \$130; Dale Earnhardt GMC \$130, and Great Southern \$112
2. The Mechanic Productivity rate is based on data from Beard Equipment and Ring Power, 2018.

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
G1	Number of chargeable hours.	4,739	6,600	6,700	6,700
G1	Number of preventative maintenance services performed.	976	1,000	1,000	1,000
EN4	Number of alternative fuel vehicles purchased.	2	4	2	2
EN4	Number of average miles per gallon for hybrid vehicles.	28.81	28.81	29.1	29.1

Leon County Fiscal Year 2019 Adopted Budget

Department of Public Works

Fleet Maintenance (505-425-591)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	540,927	608,184	616,890	-	616,890	639,795
Operating	2,139,642	2,311,160	2,370,116	(279,799)	2,090,317	2,085,331
Transportation	11,848	13,562	10,922	-	10,922	10,922
Total Budgetary Costs	2,692,417	2,932,906	2,997,928	(279,799)	2,718,129	2,736,048
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
505 Motor Pool	2,692,417	2,932,906	2,997,928	(279,799)	2,718,129	2,736,048
Total Revenues	2,692,417	2,932,906	2,997,928	(279,799)	2,718,129	2,736,048
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Assistant Public Works Director	0.25	-	-	-	-	-
Director of Fleet Management	1.00	1.00	1.00	-	1.00	1.00
Shop Supervisor	1.00	1.00	1.00	-	1.00	1.00
Equipment Mechanic	2.00	2.00	2.00	-	2.00	2.00
Sr. Equipment Mechanic	3.00	3.00	3.00	-	3.00	3.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Fleet Analyst	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	9.25	9.00	9.00	-	9.00	9.00

The major variances for the FY 2019 Fleet Management budget are as follows:

Increases to Program Funding:

1. Personnel costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decreases to Program Funding:

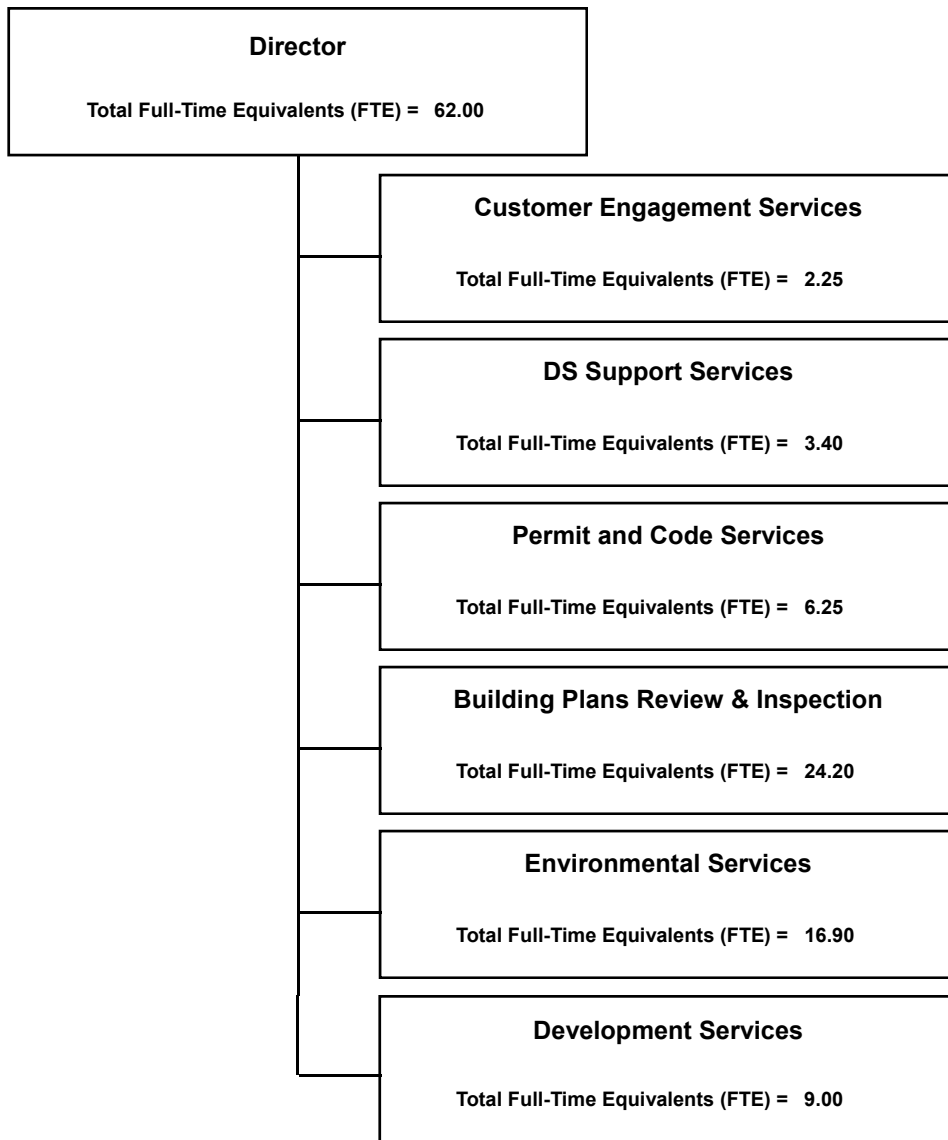
1. Operating supplies in the amount of \$279,799 associated with purchasing fuel for the Fleet due to projected lower diesel fuel prices, which consists of 80% of all fuel consumption. Diesel fuel costs did not increase as much as the market anticipated in FY 2018, resulting in a savings in FY 2019.
 2. Transportation costs in the amount of \$2,640 associated with lower costs for vehicle insurance coverage and vehicle repair.

Leon County Fiscal Year 2019 Adopted Budget**Department of Development Support & Environmental Management**

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Leon County Fiscal Year 2019 Adopted Budget

Department of Development Support & Environmental Management



Leon County Fiscal Year 2019 Adopted Budget

Department of Development Support & Environmental Management

Executive Summary

The Department of Development Support and Environmental Management (DSEM) section of the Leon County FY 2019 Annual Budget is comprised of Permit & Code Services, Customer Engagement Services, Support Services, Building Plans Review & Inspection, Environmental Services, Development Services, and Florida Department of Environmental Protection (FDEP) Petroleum Storage Tank Program.

Permit & Code Services administers, centralizes, coordinates, and facilitates licensing code compliance, citizen review boards, and growth and environmental management services to residents, property owners and land development professionals served by DSEM in order to achieve compliance with adopted ordinances and policies. Customer Engagement Services assists customers through the building permit application process and processes payments for all application review fees. Support Services provides the administrative direction and coordination necessary to serve the public and other governmental entities. Building Plans Review & Inspection ensures 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. Development Services guides and supports the development of sustainable communities through the adopted polices of the Comprehensive Plan and development standards of the Land Development Code, while ensuring and promoting the quality of life for all citizens of Leon County. Environmental Services provides high quality technical and scientific permitting and review services to the public and disseminate environmental information to the public and governmental agencies in support of environmental protection efforts. The Department's Storage Tank program implements the Florida Department of Environmental Protection (FDEP) Petroleum Storage Tank Contract, which has now been expanded to include Jefferson 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, DSEM's Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

Development Services:

Development Services staff continued to provide exceptional customer service to the community and ensured that all approved development met or exceeded the minimum development standards. During FY 2017-2018, Development Services reviewed and approved 58 site and development plan applications, issued 27 concurrency certificates, reviewed and approved 65 minor subdivision applications, issued 181 Permitted Use Verifications, and reviewed 803 applications for land use compliance.

Customer Engagement Services:

Customer Engagement Services continued to promote and perform process and service improvements with realignments to the permit intake process providing a more thorough and "hands on" approach to customer service. These services include significant changes and enhancements to better facilitate both highest quality service to customers and development for the community. During the past year, division staff processed 3,727 building and environmental permit applications.

Environmental Services:

The Environmental Services staff continued with a seamless transition of driveway permitting functions transferred from Public Works and has transitioned public subdivision inspection responsibilities to Public Works. The Board approved the expansion of the Petroleum Storage Tank Regulation program with an effective date of July 1, 2017, to include Jefferson County. Staff is continuing to coordinate with the Science Advisory Committee to develop recommendations for improving the water quality of Lake Munson and protection of the community's natural features by reviewing and approving 77 Natural Features Inventories, 127 site plans, 32 stormwater management facility (SWMF) operating permits, 1,057 single-family environmental permits, 240 SWMF operating permit renewals, and 101 environmental management permits. Staff also assisted 1,715 walk-in and telephone customers, and performed more than 7,114 environmental inspections.

Building Plans Review and Inspection:

The Building Plans Review and Inspection staff fully implemented the ProjectDox electronic submittal program for all building permit applications, including single family homes, additions/alterations, swimming pools and commercial buildings. Building Plans Review and Inspection worked with MIS to implement Accela, which is the county's new software for permitting and inspection. Staff has reviewed the applications and supporting plans for 4,950 building permits that were issued during the past fiscal year. To ensure building safety within unincorporated Leon County, division staff performed 26,357 building, electrical, plumbing and mechanical inspections.

Permit and Code Services:

The division of Permit and Code Services implemented the Property Safety and Maintenance Ordinance, which includes the creation of the Nuisance Abatement Board to streamline the process for the abatement of structures and nuisances. The Permit and Code Services division also implemented the amended Sign Code Ordinance approved to address illegal signs in the right-of-way in the unincorporated County. To date, 1,282 signs have been removed. Over the past year, division staff continued to provide exceptional customer service by investigating 4,077 code compliance inquiries.

Leon County Fiscal Year 2019 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

- Protect the quality and supply of our water. (EN1)
- Conserve and protect environmentally sensitive lands and our natural ecosystems. (EN2)
- Promote orderly growth and sustainable practices. (EN3)
- Reduce our carbon footprint. (EN4)

Quality of Life

- Promote livability, health, and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people. (Q6)
- Maintain and enhance our parks and recreational offerings and green spaces. (Q1)
- Support strong neighborhoods. (Q5)

Governance

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

Strategic Initiatives October 1, 2017 – December 31, 2021

- | | |
|---|----------|
| 1. Implement Department of Development Support & Environmental Management Project Manager (EC2, G2) | Ongoing |
| 2. Implement Department of Development Support & Environmental Management dual track review and approval process. (EC2, G2) | Ongoing |
| 3. Provide Greenspace Reservation Area Credit Exchange (GRACE) (EN1, EN3) | Ongoing |
| 4. Implement fertilizer ordinance. (EN1) | Complete |

Actions

- | | |
|--|--------------------------------------|
| 1. Implement the expanded Project Manager concept for site and development plan and environmental applications, and explore opportunities to expand the concept for building plans review processes. | Building Plans Review and Inspection |
| 2. Implement the expanded Project Manager concept for site and development plan and environmental applications, and explore opportunities to expand the concept for building plans review processes. | Building Plans Review and Inspection |

Leon County Fiscal Year 2019 Adopted Budget

Development Support & Environmental Management

Actions

- 3. Continue monitoring the implementation of the dual track review and approval process to ensure efficiency and to track trends in the preferred approval process. Development Services/Env. Services/Bldg Plans Review and Inspection
- 4. Continue to encourage the utilization of the County’s Greenspace Reservation Area Credit Exchange (GRACE) program through the pre-application and site plan review processes. Environmental Services
- 5. Continue to develop strategies to implement the fertilizer ordinance to minimize nutrients in groundwater and downstream surface waters. Environmental Services

Five Year Targets and Bold Goals

Strategic Target 13: Reduce by at least 30% the average staff time it takes to approve a single family building permit. (T13)

	FY 2017	FY 2018 ¹	FY 2019	FY2020 through FY 2021
% Staff Approval Time ²	9%	18%	27%	TBD

Notes:

1. The reporting for FY 2018 are estimates only. At the time this document was published, the fiscal year for 2018 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2020 Budget.
2. The County established a five-year bold goal to reduce the average permitting time for single family homes by 30% from 11 business days to eight. The baseline figure for which the target was contemplated when staff proposed the measurable target for the governance section of the updated Strategic plan, was 11 business days. 309 single family building permits were issued during FY 2017 for new construction. During this period the average number of staff review days prior to permit issuance was 10 business days. The average review time decreased in FY 2017, even with a nearly 20% increase in single family permit requests and ongoing implementation of the County's new online permitting portal and new permit tracking software. It is anticipated the average review time for single family permits for new construction will continue to decrease each fiscal year based on the new Accela Citizens Access software reaching full functionality.

Leon County Fiscal Year 2019 Adopted Budget

Department of Development Support & Environmental Management

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	4,536,783	5,008,195	5,143,943	5,254	5,149,197	5,364,786
Operating	187,804	301,416	309,340	-	309,340	309,340
Transportation	60,461	74,266	71,803	-	71,803	71,803
Total Budgetary Costs	4,785,048	5,383,877	5,525,086	5,254	5,530,340	5,745,929
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Customer Engagement Services	-	251,920	204,700	-	204,700	211,947
DS Support Services	253,974	281,357	354,454	-	354,454	382,592
Permit and Code Services	547,248	421,327	496,348	5,254	501,602	535,358
Building Plans Review & Inspection	1,525,339	1,902,799	1,889,750	-	1,889,750	1,953,982
Environmental Services	1,638,472	1,725,951	1,739,569	-	1,739,569	1,794,950
Development Services	820,015	800,523	840,265	-	840,265	867,100
Total Budget	4,785,048	5,383,877	5,525,086	5,254	5,530,340	5,745,929
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
120 Building Inspection	1,525,339	1,902,799	1,889,750	-	1,889,750	1,953,982
121 Development Services & Environmental Mgmt. Fund	3,106,835	3,314,356	3,464,849	5,254	3,470,103	3,616,548
125 Grants	152,874	166,722	170,487	-	170,487	175,399
Total Revenues	4,785,048	5,383,877	5,525,086	5,254	5,530,340	5,745,929
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Building Plans Review & Inspection	21.39	24.75	24.20	-	24.20	24.20
Customer Engagement Services	-	3.75	2.25	-	2.25	2.25
Development Services	10.00	9.00	9.00	-	9.00	9.00
DS Support Services	3.36	2.50	3.40	-	3.40	3.40
Environmental Services	17.00	17.00	16.90	-	16.90	16.90
Permit and Code Services	6.25	5.00	6.25	-	6.25	6.25
Total Full-Time Equivalents (FTE)	58.00	62.00	62.00	-	62.00	62.00
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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

Leon County Fiscal Year 2019 Adopted Budget

Department of Development Support & Environmental Management

Customer Engagement Services (121-426-537)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	-	251,920	203,120	-	203,120	210,367
Operating	-	-	1,580	-	1,580	1,580
Total Budgetary Costs	-	251,920	204,700	-	204,700	211,947
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
121 Development Services & Environmental Management Fund	-	251,920	204,700	-	204,700	211,947
Total Revenues	-	251,920	204,700	-	204,700	211,947
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Chief Development Resource Officer	-	0.25	0.75	-	0.75	0.75
Addressing Customer Service Technician	-	1.00	-	-	-	-
Addressing Program Supervisor	-	1.00	-	-	-	-
Permit Processing Supervisor	-	0.25	0.25	-	0.25	0.25
Permit Technician	-	0.75	0.75	-	0.75	0.75
Administrative Associate V	-	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalentents (FTE)	-	3.75	2.25	-	2.25	2.25

The major variances for the FY 2019 Customer Engagement Services budget are as follows:

Decreases to Program Funding:

1. Decrease in personnel services is attributed to the realignment of the Addressing Program to the Permit and Code Services Division. The responsibilities and positions for the Addressing Customer Service Technician and the Addressing Program Supervisor positions were realigned from the Customer Engagement Services division, to the Permit and Code Services division, and the Building Plans Review & Inspection division.

Leon County Fiscal Year 2019 Adopted Budget

Department of Development Support & Environmental Management

Permit & Code Services (121-423-537)

Goal	The goal of the Division of Permit and Code Services is to administer, centralize, coordinate and facilitate licensing code compliance, citizen review boards, and growth and environmental management services to residents, property owners and land development professionals served by the Department of Development Support and Environmental Management, in order to achieve compliance with adopted ordinances and policies.
Core Objectives	<ol style="list-style-type: none"> 1. Provide administrative support for the Code Enforcement Board; Contractor's Licensing and Examination Board; and Nuisance Abatement Board. 2. Continue to provide address assignments, including street naming and renaming, to new construction, as well as address verification to redevelopment. 3. Coordinate Code processing through the Code Compliance Program. 4. Coordinate and promote Code compliance through educational efforts. 5. Provide an initial point of contact to customers for all matters regarding growth & environmental management. 6. Ensure applications are quickly and accurately processed in accordance with the direction of the County Commission and the Florida Building Code. 7. Coordinate the issuance of building and environmental permits in a timely and efficient manner. 8. Provide assistance in the completion of building and environmental permit applications, which may include Certificate of Occupancy, Certificate of Completion and Notice of Commencement documents. 9. Coordinate compliance activities for the Abandoned Property Registration Ordinance, Refueling Assistance for Persons with Disabilities Ordinance; and Signs on the Right-of-Way Ordinance. 10. Coordinate activities for the Compliance Certification Letter Fee Resolution to research and process open code violations and lien research requests. 11. Coordinate streamlined Nuisance Abatement Process & Reorganize Ch. 14 consistent with Florida Law.
Statutory Responsibilities	Leon County Code of Laws; Chapter 5 "Minimum Housing Code"; "Chapter 10 "Environmental Management Act"; Chapter 10 "Land Development Code"; Chapter 11 "Refueling Assistance for Persons with Disabilities", 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

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark*
Q6	Code compliance cases brought into compliance as a % of open cases (714 cases)	44%	55.6%
Q6	Code compliance cases brought into compliance as a % of all cases (1,271 total)	79%	73.1%

*International City/County Management Association Comparable Performance Measurement

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
G2	Number of permit applications received and processed.	3,229	5,262	5,500	6,000
Q6	Percentage of Code Enforcement Board orders prepared and executed within 10 working days.	105/100%	96/100%	95/100%	95/100%
G2	Number of walk-in customers.	10,206	10,069	10,000	10,000
G2	Number of permits issued or approved.	2,048	4,495	5,000	5,500
G2	Number of calls processed. ¹	27,295	26,989	28,000	29,000
G2	Total fees received (millions).	\$3.4	\$2.8	\$2.9	\$3.0
Q6,G2	Number of all construction address assignments and verifications completed within the permitting and review process as established by County code. ¹	1,861	2,777	2,800	2,800

Notes:

1. The increase in the number of projected address assignments compared to the FY17 estimate is the result of continued economic growth and related increase in building permits.

Leon County Fiscal Year 2019 Adopted Budget

Department of Development Support & Environmental Management

Permit and Code Services - Permit & Code Services (121-423-537)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	496,150	332,685	405,123	5,254	410,377	444,133
Operating	47,165	84,023	85,708	-	85,708	85,708
Transportation	3,933	4,619	5,517	-	5,517	5,517
Total Budgetary Costs	547,248	421,327	496,348	5,254	501,602	535,358
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
121 Development Services & Environmental Management Fund	547,248	421,327	496,348	5,254	501,602	535,358
Total Revenues	547,248	421,327	496,348	5,254	501,602	535,358
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Code Compliance Supervisor	0.75	0.75	1.00	-	1.00	1.00
Director of Permit & Code Services	0.75	0.75	1.00	-	1.00	1.00
Senior Compliance Specialist	2.00	2.25	2.00	-	2.00	2.00
Addressing Customer Service Technician	-	-	0.50	-	0.50	0.50
Compliance Board Coordinator	0.25	0.25	0.25	-	0.25	0.25
Addressing Program Supervisor	-	-	0.50	-	0.50	0.50
Permit Processing Supervisor	0.25	-	-	-	-	-
Permit Technician	0.75	-	-	-	-	-
Administrative Associate V	0.50	-	-	-	-	-
Administrative Associate III	0.50	0.50	0.50	-	0.50	0.50
Administrative Associate IV	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	6.25	5.00	6.25	-	6.25	6.25

The major variances for the FY 2019 Permit & Code Services budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Due to the increasing amount of "addressing related" assignments and reviews conducted for each building permit application, the responsibilities of the addressing program were moved from the Development Services Division to the Permit & Code Services Division resulting in an increase in Personnel Services.
3. Increase of \$5,254 associated with reclass of Code Compliance Supervisor from career services to senior management.
4. Fuel costs increased in the amount of \$898 associated with an anticipated increase in travel to inspections.

Leon County Fiscal Year 2019 Adopted Budget

Department of Developmental Support & Environmental Management

DS Support Services (121-424-537)

Goal	The goal of the Division of Support Services is to provide the administrative direction and support necessary to enable the Department to serve the public, governmental entities, and the development and environmental communities by managing growth and protecting the natural environment through public information and assistance, development review and permitting activities, and other compliance related services consistent with all applicable County and State plans, regulations, and policies.
Core Objectives	<ol style="list-style-type: none"> 1. Provide department-wide direction, coordination, and support to divisions and programs. 2. Provide administrative coordination and support for agenda, budget, personnel, training, property, and other such reports. 3. Act as liaison between the public and Department staff regarding scheduling, meetings, correspondence, public records requests, etc. 4. Provide the initial point of contact for the public and other governmental entities in their requests for information and reservation of the Renaissance Center's 2nd floor meeting room. 5. Provide the initial point of contact for the public, Department staff, and other governmental staff in their request for building, code compliance, development review, or environmental records. 6. Provide staffing for DSEM related Board-appointed citizen's committees, including recording the proceedings, taking minutes, and maintaining files. 7. Act as liaison between the public and the Clerk of Courts Office regarding electronic recording of DSEM documents.
Statutory Responsibilities	Chapter 119, Florida Statutes (Florida Public Records Law); Leon County Code of Laws Chapter 10 (Land Development Code), Chapter 6 (Code Enforcement), Chapter 14 (Public Nuisances); Countywide Minimum Environmental Standards Regulations (Environmental Management Act); Florida Statutes Chapter 162 (Code Enforcement Board); Florida Building Code; and other BCC-adopted plans and implementing policy and procedures manuals.
Advisory Board	County's Contractor Licensing and Examination Board; Code Enforcement Board; Board of Adjustment and Appeals; Development Review Committee; Advisory Committee on Quality Growth; Tallahassee-Leon County Planning Commission; Science Advisory Committee.

Leon County Fiscal Year 2019 Adopted Budget

Department of Development Support & Environmental Management

DS Support Services (121-424-537)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	236,987	250,662	328,479	-	328,479	356,617
Operating	16,987	30,695	25,975	-	25,975	25,975
Total Budgetary Costs	253,974	281,357	354,454	-	354,454	382,592
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
121 Development Services & Environmental Management Fund	253,974	281,357	354,454	-	354,454	382,592
Total Revenues	253,974	281,357	354,454	-	354,454	382,592
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Director Development Support & Environmental Management	0.75	0.75	0.90	-	0.90	0.90
Records Manager	0.50	0.25	0.50	-	0.50	0.50
Administrative Associate V	1.36	1.25	1.50	-	1.50	1.50
Customer Experience Liaison	0.75	0.25	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	3.36	2.50	3.40	-	3.40	3.40

The major variances for the FY 2019 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 estimated at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average.
2. The responsibilities of the Records Manager, Administrative Associate V, and the Customer Experience Liaison positions were realigned from Building Plans Review and Inspection, resulting in an increase in personnel costs.

Leon County Fiscal Year 2019 Adopted Budget

Department of Development Support & Environmental Management

Building Plans Review & Inspection (120-220-524)

Goal	The goal of the Building Plans Review and Inspections Division is to ensure that built environments are safe, accessible and energy efficient through compliance with all applicable construction codes, plans review, inspections, the use of automated technologies and continuing staff development.
Core Objectives	<ol style="list-style-type: none"> 1. Review building plans and permit applications for all proposed new construction, renovated or altered structures, both public and private, to ensure compliance with the Florida Building Codes, all state-mandated construction laws, and the County's Floodplain Management Ordinance. 2. Review building foundation plans for all proposed manufactured housing permits to ensure compliance with the State Department of Motor Vehicles requirements. 3. Inspection of all new construction, renovated or altered structures, both public and private, to ensure compliance with the Florida Building Codes, all state-mandated construction laws and the County's Floodplain Management Ordinance. 4. Inspect building foundation systems of all manufactured housing to ensure compliance with the State Department of Motor Vehicles requirements. 5. Provide daily, on demand building plans review and inspection service advisor assistance to the public. 6. Provide the Board upon request with recommendations and professional assistance regarding all matters relating to building plans review and approval, construction regulation and building inspection. 7. Provide staffing to the Leon County Code Enforcement, Contractors' Licensing, and Examination Board, and the Board of Adjustment and Appeals. 8. Division Director participates on the COOP Planning Team and serves as Facilities Manager.
Statutory Responsibilities	101 Life Safety Code - F.S., Chapter 633.025; Florida Mechanical Code - Leon County Code of Laws, Section 5-(151 - 153); Florida Plumbing Code; & F.S., Chapter 553.01 - 553.14; National Electrical Code; & F.S., Chapter 553.15 - 553.23; Florida Gas Code; Florida Building Code: & F.S., Chapter 553.73; Florida Energy Code - F.S., Chapter 553.900 - 553.975; Florida Americans With Disabilities Act - F.S., Chapter 553.45 - 553.495; Zoning Code - (LCCOL), Section 10-(836 - 837); Contractor Licensing; Swimming Pool Code; Florida/County Mobile Homes Installation - (LCCOL), Section 5-(166 - 175); F.S., Administrative Rule, Chapter 15C-1.10; Floodplain Management; Sign Code - (LCCOL), Section 10-(1801 - 1830); Florida Fire Code; F.S., Chapter 633.025; Section 10-362; Florida Construction Lien Laws - F.S., Chapter 713.135; Funding of the Building Code Administrators and Inspectors Board, F.S. Chapter 468.631; Funding of the Florida Building Commission, F.S. Chapter 553.721; Mandatory Building Inspector Certification - F.S., Chapter 468.601-468.633, Carbon Monoxide Detection by Occupancy- F.S., Chapter 509.211
Advisory Board	Leon County Contractor Licensing and Examination Board; Code Enforcement Board; Board of Adjustment and Appeals

Benchmarking							
Priorities	Permit Review & Time Frames ¹	Single Family			Commercial		
		Total Days	Applicant	Staff	Total Days	Applicant	Staff
G2	2016 Actual	27	16	11	45	24	21
G2	2017 Actual	28	17	11	41	24	17
G2	2018 Estimate	26	16	10	43	23	20
G2	2019 Estimate	22	14	8	43	23	20

- Notes:
1. Review items are based on calendar days and include both staff and applicant/consultant holding periods. Building, Environmental and septic permit applications are reviewed concurrently.

Leon County Fiscal Year 2019 Adopted Budget

Department of Development Support & Environmental Management

Building Plans Review & Inspection (120-220-524)

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Estimate	FY 2019 Estimate
T13	Reduce by at least 30% the average staff time it takes to approve a single family building permit. ¹	9%	18%	27%

Notes:

- The County established a five-year bold goal to reduce the average permitting time for single family homes by 30% from 11 business days to eight. The baseline figure for which the target was contemplated when staff proposed the measurable target for the governance section of the updated Strategic plan, was 11 business days. 309 single family building permits were issued during FY 2017 for new construction. During this period the average number of staff review days prior to permit issuance was 10 business days. The average review time decreased in FY 2017, even with a nearly 20% increase in single family permit requests and ongoing implementation of the County's new online permitting portal and new permit tracking software. It is anticipated the average review time for single family permits for new construction will continue to decrease each fiscal year based on the new Accela Citizens Access software reaching full functionality.

Performance Measures

Priorities	Performance Measures	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimates ¹	FY 2019 Estimates
G2	Number of building inspections performed.	16,670	24,747	30,000 ²	30,000
G2	Percentage of inspections completed on time.	100%	100%	100%	100%
G2	Percentage of permit requests completed within 30 days.	100%	100%	100%	100%
G2	Building inspections per day per inspector.	11	12	12	12
G2	Plan reviews per plans examiner per day.	10	10	10	10 ³

Notes:

- FY 2018 estimates based on actuals through first three months of fiscal year 2017.
- The increase in this figure compared to the FY 2017 estimate is the result of estimating the actuals through the first three months of FY 2017.
- Plan review per plans examiner is based on working days.

Leon County Fiscal Year 2019 Adopted Budget

Department of Development Support & Environmental Management

Building Plans Review & Inspection - Building Plans Review and Inspection (120-220-524)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,455,703	1,799,564	1,779,307	-	1,779,307	1,843,539
Operating	39,809	66,693	73,447	-	73,447	73,447
Transportation	29,827	36,542	36,996	-	36,996	36,996
Total Budgetary Costs	1,525,339	1,902,799	1,889,750	-	1,889,750	1,953,982
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
120 Building Inspection	1,525,339	1,902,799	1,889,750	-	1,889,750	1,953,982
Total Revenues	1,525,339	1,902,799	1,889,750	-	1,889,750	1,953,982
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Director Development Support & Environmental Management	0.25	0.25	0.10	-	0.10	0.10
Director of Building Plans Review & Inspection	1.00	1.00	1.00	-	1.00	1.00
Building Plans Review Administrator	1.00	1.00	1.00	-	1.00	1.00
Chief Development Resource Officer	-	0.75	0.25	-	0.25	0.25
Code Compliance Supervisor	0.25	0.25	-	-	-	-
Senior Environmental Engineer	-	-	0.10	-	0.10	0.10
Plans Examiner	2.00	3.00	3.00	-	3.00	3.00
Senior Plans Examiner	1.00	-	-	-	-	-
Director of Permit & Code Services	0.25	0.25	-	-	-	-
Records Manager	0.50	0.75	0.50	-	0.50	0.50
Senior Compliance Specialist	-	0.75	1.00	-	1.00	1.00
Addressing Customer Service Technician	-	-	0.50	-	0.50	0.50
Senior Combination Inspector	2.00	1.00	1.00	-	1.00	1.00
Combination Inspector	5.00	6.00	6.00	-	6.00	6.00
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 Supervisor	-	-	0.50	-	0.50	0.50
Records Technician	1.00	1.00	1.00	-	1.00	1.00
Permit Processing Supervisor	0.75	0.75	0.75	-	0.75	0.75
Permit Technician	2.25	2.25	2.25	-	2.25	2.25
Administrative Associate V	1.14	1.25	2.00	-	2.00	2.00
Administrative Associate III	0.50	1.50	0.50	-	0.50	0.50
Administrative Associate IV	0.50	0.50	0.50	-	0.50	0.50
Customer Experience Liaison	0.25	0.75	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	21.39	24.75	24.20	-	24.20	24.20

The major variances for the FY 2019 Building Plans Review and Inspection budget are as follows:

In order to remain competitive in the job market for qualified building inspectors, the County is implementing a pay incentive plan for Building Plans Examiners and Building Inspectors based on the number and type of trade licenses obtained (3% per license).

Increases to Program Funding:

1. Senior Environmental Engineer position (split funded with Environmental Services Division) due to realignment of responsibilities and reviewing of all building permit flood letters.
2. Addressing Customer Service Technician and Addressing Program Supervisor split funded with Permit and Code Services division due to realignment of workload resulting in an increase in personnel services.
3. Fuel costs increased in the amount of \$275 associated with an anticipated increase in travel to inspections.

Decreases to Program Funding:

1. Decrease in personnel costs associated with realignment of responsibilities.

Leon County Fiscal Year 2019 Adopted Budget

Department of Development Support & Environmental Management

Environmental Services (121-420-537)

Goal	The goal of the Division of Environmental Services is to provide high quality technical and scientific permitting and review services to the public and to disseminate environmental information to the public and government agencies in support of environmental protection efforts.
Core Objectives	<ol style="list-style-type: none"> 1. Review development proposals, including permit applications, site and development plans and pre-application requests for compliance with the Environmental Management Act and sound environmental management practices. 2. Conduct environmental analysis for rezoning, subdivisions, site plans, and other proposed activities to ensure identification and mitigation of environmentally sensitive areas (ESA) and other regulatory constraints. 3. Provide technical support and recommendations on environmental policy, land use, permitting, and related management decisions to the Planning Commission, Board of Adjustment and Appeals, the Board of County Commissioners, and other County, City and State agencies. 4. Inspect permitted new construction and development activity for code compliance and consistency with permitted plans. 5. Implement the stormwater facility maintenance and operating permit program. 6. Provide walk-in client assistance through the environmental service advisor rotation in the research, interpretation, information gathering, or generally directing the client to the appropriate resource or agency. 7. Implement single family permit reviews, including flood letter review, Board mandated flood indemnification declaration, compliance with master permit and plat, tree protection, erosion and sedimentation control, protection of features and lot-to-lot drainage issues. 8. Perform inspections and resolution of code violations with possible Code Enforcement Board involvement, such as non-permitted development activities, junk and mowing ordinance violations.
Statutory Responsibilities	Florida Statutes, Chapter 163; the Comprehensive Plan; Florida Statutes, 403.0885(NPDES); Florida Statutes 403.0891; Environmental Management - Leon County Code of Laws; Chapter 10 "Environmental Management Act"; Leon County Code of Laws; Chapter 14 "Junk and Litter"; Leon County Code of Laws; Chapter 6 and Florida Statutes, Chapter 162 "Code Enforcement Board"; Leon County Driveway and Street Connection Guidelines and Procedures Manual
Advisory Board	Tallahassee-Leon County Planning Commission; Board of Adjustment and Appeals; Code Enforcement Board; Science Advisory Committee; Water Resources Committee; Canopy Road Citizen's Committee

Benchmarking							
Priorities	Permit Review Time Frames ¹	Natural Feature Inventory			Environmental Permits		
		Total Days	Applicant	Staff	Total Days	Applicant	Staff
G2	FY 2016 Actual	27	14	13	28	19	9
G2	FY 2017 Actual	32	18	14	29	21	8
G2	FY 2018 Estimate	32	18	14	30	21	9
G2	FY 2019 Estimate	32	18	14	30	21	9

Notes:

1. Review times are based on calendar days and include both staff and applicant/consultant holding periods.

Leon County Fiscal Year 2019 Adopted Budget

Department of Development Support & Environmental Management

Environmental Services (121-420-537)

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
EN2	Number of Natural Features Inventory application reviews.	54	50	65 ¹	58
EN2	Number of site plan reviews (environmental impacts).	118	122	180 ¹	150
EN1	Number of stormwater operating permits reviews.	26	28	70 ¹	50
G2	Number of environmental service advisor clients.	1,603	1,470 ²	1,470	1,470
EN2	Number of single family lot Environmental Permit Application reviews.	780	784	870 ³	870
EN1	Number of stormwater operating permit renewals completed within the 3-year renewal cycle. ³	212	228 ⁴	240 ⁴	240
EN1	Number of environmental compliance inspections completed on an annual basis consistent with established guidelines.	7,311	7,875	7,500 ⁵	7,500
EN2	Number of Environmental Management Act permits issued within the time frame designated by Ordinance.	96	91	125 ¹	108
EN1	Number of Science Advisory Committee meetings administered.	9	9	9	9

Notes:

1. FY 2018 estimates are based on actual totals through February of FY 2018 and current market conditions.
2. The slight decrease may be due to increased web based Geographical Information System (GIS) usage.
3. FY 2018 estimate is slightly higher due to steadily improving economic conditions.
4. Operating permit renewals are a function of the three-year renewal cycle and are uneven from year to year.
5. The estimate includes a decrease due to the transfer of inspections for public subdivisions to Public Works.

Leon County Fiscal Year 2019 Adopted Budget

Department of Development Support & Environmental Management

Environmental Services - Environmental Services (121-420-537)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,429,887	1,489,053	1,497,624	-	1,497,624	1,548,093
Operating	34,440	46,103	48,506	-	48,506	48,506
Transportation	21,271	24,073	22,952	-	22,952	22,952
Total Budgetary Costs	1,485,598	1,559,229	1,569,082	-	1,569,082	1,619,551
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
121 Development Services & Environmental Management Fund	1,485,598	1,559,229	1,569,082	-	1,569,082	1,619,551
Total Revenues	1,485,598	1,559,229	1,569,082	-	1,569,082	1,619,551
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Director of Environmental Services	1.00	1.00	1.00	-	1.00	1.00
Senior Environmental Engineer	3.00	3.00	2.90	-	2.90	2.90
Environmental Inspection Supervisor	1.00	1.00	1.00	-	1.00	1.00
Environmental Review Supervisor	1.00	1.00	1.00	-	1.00	1.00
Environmental Compliance Specialist	5.00	5.00	5.00	-	5.00	5.00
Stormwater Senior Design Analyst	1.00	1.00	1.00	-	1.00	1.00
Senior Environmental Compliance Specialist	1.00	1.00	1.00	-	1.00	1.00
Environmental Review Biologist	1.00	1.00	1.00	-	1.00	1.00
Senior Environmental Review Biologist	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	15.00	15.00	14.90	-	14.90	14.90

The major variances for the FY 2019 Environmental Services budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Increase in rentals and leases in the amount of \$1,241.
3. Increase in Communications and Phone systems costs totaling \$1,162.

Decreases to Program Funding:

1. The responsibilities of the Senior Environmental Engineer for building permit applications were shifted to Building Plans Review and Inspection resulting in a reduction in FTE for FY 2019.
2. Decrease in vehicle coverage and vehicle repair costs offset by an increase in fuel and oil for a total decrease of \$1,121.

Leon County Fiscal Year 2019 Adopted Budget

Department of Development Support & Environmental Management

DEP Storage Tank (125-866-524)

Goal	The goal of the Department of Environmental Protection Storage Tank Program is to effectively and efficiently implement the Florida Department of Environmental Protection's Storage Tank Contract in a customer sensitive manner.
Core Objectives	<ol style="list-style-type: none"> 1. Perform compliance inspections of registered petroleum storage tank facilities annually in Leon County, and every other year in Gadsden, Jefferson and Wakulla 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, Jefferson and Wakulla 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 2016 Actuals	FY 2017 Actuals	FY 2018 Estimates	FY 2019 Estimates
EN1	Percent of regulated facilities inspected with Leon County.	100%	100%	100%	100%
G2	Percent of requests for customer assistance responded to within contract guidelines.	100%	100%	100%	100%
EN1	Percent of regulated facilities inspected. ¹	50%	50%	50%	50%

Notes:

1. The regional program includes Gadsden and Wakulla counties and was expanded in May 2017 to include Jefferson County. The program began in FY 2012 with contractual obligations that require these facilities to be inspected once every two years.

Leon County Fiscal Year 2019 Adopted Budget

Department of Development Support & Environmental Management

Environmental Services - DEP Storage Tank (125-866-524)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	147,682	154,447	160,387	-	160,387	165,299
Operating	3,154	6,089	6,089	-	6,089	6,089
Transportation	2,038	6,186	4,011	-	4,011	4,011
Total Budgetary Costs	152,874	166,722	170,487	-	170,487	175,399
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
125 Grants	152,874	166,722	170,487	-	170,487	175,399
Total Revenues	152,874	166,722	170,487	-	170,487	175,399
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Environmental Compliance Specialist	1.00	1.00	1.00	-	1.00	1.00
Senior Environmental Compliance Specialist	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 2019 DEP Storage Tank budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% 5% based on a 3% average.

Decreases to Program Funding:

1. Reduced transportation costs in the amount of \$2,175 resulting from a decrease in vehicle coverage and vehicle repair totaling \$2,330.

Leon County Fiscal Year 2019 Adopted Budget

Department of Development Support & Environmental Management

Development Services (121-422-537)

Goal	To guide and support the development of sustainable communities through the adopted policies of the Comprehensive Plan and development standards of the Land Development Code, while ensuring and promoting the quality of life for all citizens of Leon County Florida.
Core Objectives	<ol style="list-style-type: none"> 1. Provide comprehensive and timely analysis of new development and redevelopment activities requiring site and development plan review. 2. Complete the review of exempt subdivisions and other exempt processes within established minimum time-frames. 3. Issue zoning letters, Permitted Use Verifications and Residential Compliance Certificates in a timely manner providing guidance and notification to property owners and the development community for proposed development activities. 4. Review all new construction permits to ensure compliance with the applicable zoning and development standards. 5. Provide assistance to the Board of Adjustment and Appeals in review of requests for variances to development standards or appeals of determinations made by DSEM. 6. Enhance customer service delivery by streamlining procedural requirements and revising or updating the applicable provisions of the Leon County Land Development Code.
Statutory Responsibilities	Florida Statutes, Chapters 163 and 380; Florida Administrative Codes 73C-40, 73C-41 and 28-24, the Tallahassee-Leon County Comprehensive Plan; Leon County Code of Laws, Chapter 10 (Land Development Code); Bradfordville Sector Plan; and other BCC-Tentative 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; Leon County/City of Tallahassee Addressing Steering Committee; Tallahassee-Leon County Planning Commission

Benchmarking

Priorities	Site Plans Types→	Mean time for review of ASAP ¹ , Limited Partition, and Type A, B, C, D applications		
		Total Days ²	Applicant ²	Staff ²
	Fiscal Year↓			
G2	2016 Actual	75	45	30 ³
G2	2017 Actual ⁴	165	130	35
G2	2018 Estimate ⁴	110	75	35
G2	2019 Estimate ⁴	100	70	30

Notes:

1. Administrative Streamlined Process (ASAP) was a process implemented in FY2010. This review process includes minor site plan reviews that require significantly fewer days to complete, resulting in a lower combined mean time for review. ASAP applications represented a majority of the total number of site plans approved during FY 2016.
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 decrease in time in 2016 was likely the result of significantly more ASAP submittals which require less processing time thus impacting the overall benchmark times.
4. Data from Accela was only available from 10/1/16 through 12/31/16. The increase in estimated time for 2017 is the result of a limited number of applications for which data was available during this period, along with three applications containing multiple resubmittals resulting in a significant impact to the average review times. More accurate numbers will be available once Accela is fully implemented. FY 2018 and FY 2019 estimates are expected to be lower as the result of implementing procedural enhancements to presubmittal and application review meetings; however, it is still anticipated to be higher than FY16 actuals as the result of anticipated higher intensity/density development applications which require more public meetings.

Leon County Fiscal Year 2019 Adopted Budget

Department of Development Support & Environmental Management

Development Services (121-422-537)

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Q6, EN1-4, G2	Number of site and development plan reviews (Limited Partition, ASAP, Type A-D).	37	36	37	42
Q6, EN1-4, G2	Number of subdivisions & exempt determinations completed by staff within the applicable time frames as established by Code. ¹	50	70	40	60
Q6, EN1-4, G2	Number of Permitted Use Verifications (PUV), Residential Compliance Certificates (RCC) and zoning letters issued within 15 days. ²	141	169	150	160
EN1-4, Q6	Number of zoning compliance determinations issued for residential development.	1,080	992	950	980
EN1-2, Q6, G2	Number of Board and Adjustment and Appeals Requests.	3	3	3	3
Q6, G2	Number of Concurrency Management Certificates issued, small and large projects. ³	28	25	24	27
EC2, EN1-4, G2, Q6	Number of Development Agreements & DRI applications reviewed with recommendations provided to the Board.	1	2	2	1
EN1-4, Q6, G2	Number of Land Development Code amendments by section recommended to the Board for approval.	24	20	25	25

Notes:

1. The increase in exempt applications for 2017 and the estimate for 2019 appear to be a result of the continued strong economic conditions and more interest in smaller projects.
2. The increase in PUVs and RCCs is indicative of the continued increase in speculation as a result of the continued strong economic conditions.
3. Small = development that would generate less than 100 P.M. peak hour auto trips; Large = development that would generate 100 more P.M. peak hour trips.

Leon County Fiscal Year 2019 Adopted Budget

Department of Development Support & Environmental Management

Development Services (121-422-537)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	770,374	729,864	769,903	-	769,903	796,738
Operating	46,249	67,813	68,035	-	68,035	68,035
Transportation	3,392	2,846	2,327	-	2,327	2,327
Total Budgetary Costs	820,015	800,523	840,265	-	840,265	867,100
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
121 Development Services & Environmental Management Fund	820,015	800,523	840,265	-	840,265	867,100
Total Revenues	820,015	800,523	840,265	-	840,265	867,100
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Director of Development Services	1.00	1.00	1.00	-	1.00	1.00
Development Services Administrator	1.00	1.00	1.00	-	1.00	1.00
Planner II	2.00	2.00	2.00	-	2.00	2.00
Addressing Customer Service Technician	1.00	-	-	-	-	-
Senior Planner	2.00	2.00	2.00	-	2.00	2.00
Planner I	1.00	1.00	1.00	-	1.00	1.00
Concurrency Management Planner	1.00	1.00	1.00	-	1.00	1.00
Addressing Program Supervisor	1.00	-	-	-	-	-
Principal Planner	-	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	10.00	9.00	9.00	-	9.00	9.00
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 2019 Development Services budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average.

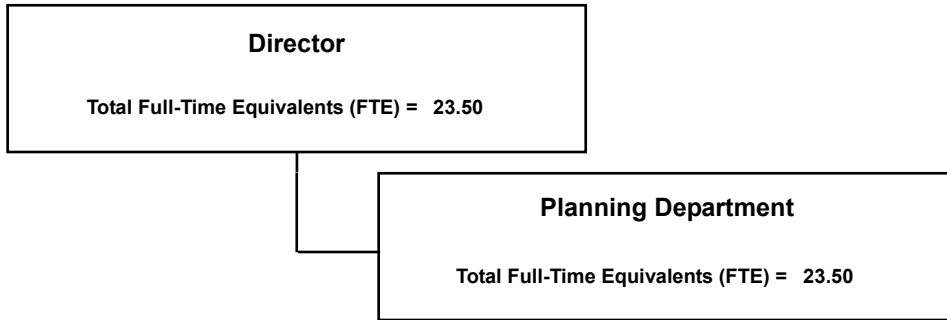
Leon County Fiscal Year 2019 Adopted Budget

Department of PLACE

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Leon County Fiscal Year 2019 Adopted Budget

Department of PLACE



Leon County Fiscal Year 2019 Adopted Budget

Department of PLACE

Executive Summary

The Department of Planning, Land Management and Community Enhancement (PLACE) section of the Leon County FY 2019 Annual Budget is comprised of the Planning Department. The Planning Department provides expertise and recommendation in the areas of land use and environmental and transportation planning.

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, as well as the administration of Blueprint 2000.

The Planning Department is in the midst of a multi-year project to update the Land Use Element of the Comprehensive Plan, which is the County and City's blueprint for growth for the next 20 years. This plan is intended to guide economic, social, physical, environmental and fiscal development of the community. To ensure a unified vision, the Comprehensive Plan is a joint document adopted by both the City of Tallahassee and Leon County. The goal for the first year was to clarify community values and principles which are now guiding more detailed policy development. To do this, the Planning Department is input from the community via community surveys and town hall meetings around the County.

FY 2018 also saw the development and adoption of the Miccosukee Placemaking Plan and creation of a working group of Miccosukee residents to guide implementation over the next few years. Phase 1 of the Alternative Mobility Funding Strategies Study, the Florida A&M Master Plan Update, and the Canopy Roads Master Plan will also be completed within FY 2018.

As part of the FY 2017- FY 2021 Strategic Plan, the Planning Department is advancing the strategic target of planting 15,000 trees, including 1,000 on our signature canopy roads.

Leon County Fiscal Year 2019 Adopted 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 long range, land use, environmental and transportation planning.

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

October 1, 2017– September 30, 2021

- | | |
|---|-------------|
| 1. In partnership with the Canopy Roads Committee, update the long term management plan for the Canopy Roads including an active tree planting program. (EN3) | In Progress |
| 2. Complete an evaluation of transportation fee alternatives to replace the existing concurrency management system of mobility fees. (EN3) | In Progress |
| 3. Complete a comprehensive review and revision to the Land Use Element of the Comprehensive Plan, including a review of inclusionary housing. (Q5) | In Progress |
| 4. Utilizing a portion of the BP settlement funds, identify solutions for weatherization of the Captial City Amphitheater stage, inclusive of potential sound mitigation elements. (EC4) | In Progress |
| 5. Implement the Economic Development Strategic Plan as adopted and may be revised by the Intergovernmental Agency. (EC2) | In Progress |
| 6. Complete the joint County/City disparity study and enhancements to MWSBE program. (EC2) | In Progress |
| 7. Work with partners to utilize rights-of-way and utility easements to further expand the trail system. (Q1, Q6) | In Progress |
| 8. Explore ways to expand how local businesses can do business outside of the community. (EC2,EC3) | In Progress |
| 9. Evaluate expanding Leon Works as a regional event and to different segments of the community. (EC2) | In Progress |
| 10. 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) | In Progress |
| 11. Continue to partner with Shop Local 850 to promote Leon County’s local businesses and entrepreneurs and develop new data sources to analyze the conomic impacts of shopping local. (EC2, EC3) | In Progress |
| 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) | In Progress |

Actions

- | | |
|---|----------|
| 1. Establishment of the <i>Elevate Florida’s Captial for Business: Catalyzing Workfroce Development Opportunities</i> program. | Planning |
| 2. Presented an implementation plan for the Blueprint 2020 infrastructure and economic development program to the BlueprintIntergovernmental Agency Board of Directors. | Planning |
| 3. Complete MWSBE disparity study. | Planning |

Leon County Fiscal Year 2019 Adopted Budget

Department of PLACE

Actions	4. The MWSBE Division will study opportunity for micro-lending program for small, minority and women-owned businesses.	Planning
	5. City and County adoption of the revised Canopy Roads management Plan.	Planning
	6. Complete Phase 2 of transportation fee evaluation, which entails developing a methodology and adaptation of and necessary ordinances.	Planning
	7. CRTPA is developing a Bike-Ped Master Plan for Leon County. At the conclusion of this project, Blueprint will use this data to develop an implementation plan for funding and constructing the Greenways projects.	Planning/Blueprint
	8. Planning will support Blueprint in implementing the Greenways Master Plan by identifying partnership opportunities as part of new development or revelopment within the community.	Planning
	9. Submit Amendment to Land Use Element of the Comprehensive Plan.	Planning
	10. Work with Leon Works partners to implement regional expansion as part of the 2018 Expo.	OEV
	11. Continue to market and promote the Local Enterprise Zone incentive program.	OEV
	12. Explore opportunities to refine the data currently available through EMSI labor force analytics software.	OEV
	13. Partnership with International Trade Administration to assist Tallahassee-Leon County companies that want to sell their products and services abroad.	OEV
	14. Presented Miccosukee Rural Community Sense of Place Plan	Planning

Leon County Fiscal Year 2019 Adopted Budget

Department of PLACE

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	199,134	200,432	216,195	-	216,195	223,424
Operating	-	25,000	-	-	-	-
Grants-in-Aid	554,461	761,560	757,272	-	757,272	772,417
Total Budgetary Costs	753,595	986,992	973,467	-	973,467	995,841
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Planning Department	753,595	986,992	973,467	-	973,467	995,841
Total Budget	753,595	986,992	973,467	-	973,467	995,841
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	753,595	986,992	973,467	-	973,467	995,841
Total Revenues	753,595	986,992	973,467	-	973,467	995,841
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Planning Department	23.50	23.50	23.50	-	23.50	23.50
Total Full-Time Equivalentents (FTE)	23.50	23.50	23.50	-	23.50	23.50

Leon County Fiscal Year 2019 Adopted Budget

Department of PLACE

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	<p>Management</p> <ol style="list-style-type: none"> 1. Provides coordination and oversight of all planning functions. 2. Ensures administration of 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. <p>Administrative Services</p> <p>Promotes the efficient and effective administrative services support for the entire department; provides additional resources in understaffed areas; improves use of existing staff and fiscal resources; and promotes effective division and external department coordination.</p> <p>Land Use Administration</p> <ol style="list-style-type: none"> 1. Reviews applications for rezonings, 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 developing 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. <p>Comprehensive Planning</p> <ol style="list-style-type: none"> 1. Promotes implementation of the Tallahassee-Leon County Comprehensive Plan through the review of and participation in a variety of projects and through staffing the annual Plan amendment cycle and public participation process. 2. Develops and implements long range plans for special study areas, hazard mitigation planning, land acquisition, and transportation and mobility projects, including bike routes and greenway plans. 3. Provides coordination for long-range planning projects and issues. 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 <p>Neighborhood and Urban Design</p> <ol style="list-style-type: none"> 1. Researches and prepares reports and recommendations for urban design studies as directed by the County Commission, City Commission, or State statutes. 2. Prepares and implements sense of place action plans. 3. Reviews site plan development applications in the Gaines Street Design Review District. 4. Implements and manages installation of Wayfinding Signage for sense of place. <p>Special Projects and Outreach</p> <ol style="list-style-type: none"> 1. Researches and prepares reports and recommendations for special planning initiatives and urban design studies as directed by the County Commission, City Commission, or State statutes. 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.
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"

Leon County Fiscal Year 2019 Adopted Budget

Department of PLACE

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

Planning Department (001-817-515)

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
EN3	Number of Land Use Applications Processed, including Site Plans, Text Amendments, Subdivisions, Plats, etc. (City and County) ¹	230	261	275	275
EN3	Number of Rezonings, PUDs Reviewed (County & City) ²	25	23	23	23
EN3	Number of Comp Plan Amendments Analyzed and Processed (County & City)	10	11	11	11
EN3	Number of new dwelling units reviewed and/or approved (City and County) ³	816	1,910	2,000	2,000
EN3	Number of Non-Residential sq. ft. reviewed or approved (City and County)	600,000	918,421	920,000	925,000
EN3	Number of GIS Layers Actively Maintained ⁴	7	37	37	37
EN3,G1	Number of City and County Commission workshops, meetings or public hearings	45	45	45	45
Q5,Q6	Number of Planning Commission Public Hearings	12	12	12	12
Q5,Q6	Number of public workshops/Listening sessions/Neighborhood meetings ⁵	35	39	45	45
Q5,Q6	Number of committee meetings (Ex: Canopy Road, Water Resources, etc.)	28	30	30	30
Q5,Q6	Number of CONA Meetings	6	6	6	6
EN3,G1	Number of direct mail notices ⁶	9,200	6,360	7,000	7,000
EN3,G1	Number of web postings or updates ⁷	120	160	180	180
EN3,G1	Number of Newspaper Ads (Average 3 – 4 per month) ⁸	50	41	40	40

Notes:

1. The number of development applications processed is driven by external economic factors and the number of applications received. The number of applications increased in FY 17, and is projected to increase in FY 18.
2. The number of rezoning and planned unit development applications reviewed and processed is based on the number of applications received.
3. The number of new dwelling units reviewed and/or approved continues to increase as multi-family and assisted living facilities continue to be developed.
4. A large amount of GIS data is maintained by the Planning Department, and is contained in 37 actively maintained GIS layers. Previous estimates included primary layers, such as zoning and future land use, but additional layers maintained by the Department, such as Placemaking and Special Planning Areas, are also included to reflect a more accurate total than prior years.
5. The number of public meetings (workshops, listening sessions, neighborhood meetings) has increased in FY17 and is expected to increase further in FY18 and 19 due to substantial public engagement for the Comprehensive Plan Land Use Element update and a renewed emphasis on public outreach and input.
6. The number of direct mail notices is driven by the size of the location of the areas being noticed. These are determined by applications received and the size of the notification area.
7. The number of web postings and updates are increasing as a new Web Developer staff member is actively maintaining and improving the Department website.
8. The number of newspaper ads is driven by required meeting notices. A slight decrease in FY18 and FY19 is expected, as staff is working to combine ads where possible to reduce the substantial cost of advertising to the operating budget.

Leon County Fiscal Year 2019 Adopted Budget

Department of PLACE

Planning Department Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	199,134	200,432	216,195	-	216,195	223,424
Operating	-	25,000	-	-	-	-
Grants-in-Aid	554,461	761,560	757,272	-	757,272	772,417
Total Budgetary Costs	753,595	986,992	973,467	-	973,467	995,841
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Planning Department (001-817-515)	753,595	986,992	973,467	-	973,467	995,841
Total Budget	753,595	986,992	973,467	-	973,467	995,841
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	753,595	986,992	973,467	-	973,467	995,841
Total Revenues	753,595	986,992	973,467	-	973,467	995,841
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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

Leon County Fiscal Year 2019 Adopted Budget

Department of PLACE

Planning Department - Planning Department (001-817-515)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	199,134	200,432	216,195	-	216,195	223,424
Operating	-	25,000	-	-	-	-
Grants-in-Aid	554,461	761,560	757,272	-	757,272	772,417
Total Budgetary Costs	753,595	986,992	973,467	-	973,467	995,841
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	753,595	986,992	973,467	-	973,467	995,841
Total Revenues	753,595	986,992	973,467	-	973,467	995,841
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Planner II	6.00	6.00	6.00	-	6.00	6.00
Urban County Forester II	1.00	1.00	1.00	-	1.00	1.00
Planner I	1.00	1.00	1.00	-	1.00	1.00
Director of Planning, Land Management & Community Enhancement	0.50	0.50	0.50	-	0.50	0.50
GIS Coordinator (City)	1.00	1.00	1.00	-	1.00	1.00
Executive Secretary	1.00	1.00	1.00	-	1.00	1.00
Transportation Planner	1.00	1.00	1.00	-	1.00	1.00
Graphics & Mapping Specialist	2.00	2.00	2.00	-	2.00	2.00
Administrative Supervisor	1.00	1.00	1.00	-	1.00	1.00
Secretary IV	3.00	3.00	3.00	-	3.00	3.00
Land Use Planning Administrator	1.00	1.00	1.00	-	1.00	1.00
Community Involvement Planner	1.00	1.00	1.00	-	1.00	1.00
Principal Planner	2.00	2.00	2.00	-	2.00	2.00
Planning Manager	1.00	1.00	1.00	-	1.00	1.00
Comprehensive Planning Administrator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	23.50	23.50	23.50	-	23.50	23.50

The Planning Department budget represents the County's share of the Planning Department costs. For budgeting purposes, Planning Department employees may choose either County or City benefits. The personnel budget was established for 1.5 full time equivalent employees opting for County benefits. The operating budget reflects the County's share of rent for the Planning Department office space. The grants-in-aid portion of the budget includes the County's share of the Planning Department's operating budget. 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 FY19 Planning Department budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7% and funding for performance raises in a range of 0%- 5% based on a 3% average.

Decreases to Program Funding:

1. The County's share of rental costs for Planning Department (\$25,000) was realigned to Grants-in Aid. Decrease in the budget reflective of FY 2018 reconciliation of final program costs. These final FY18 costs were used as a base to develop the FY 2019 budget.

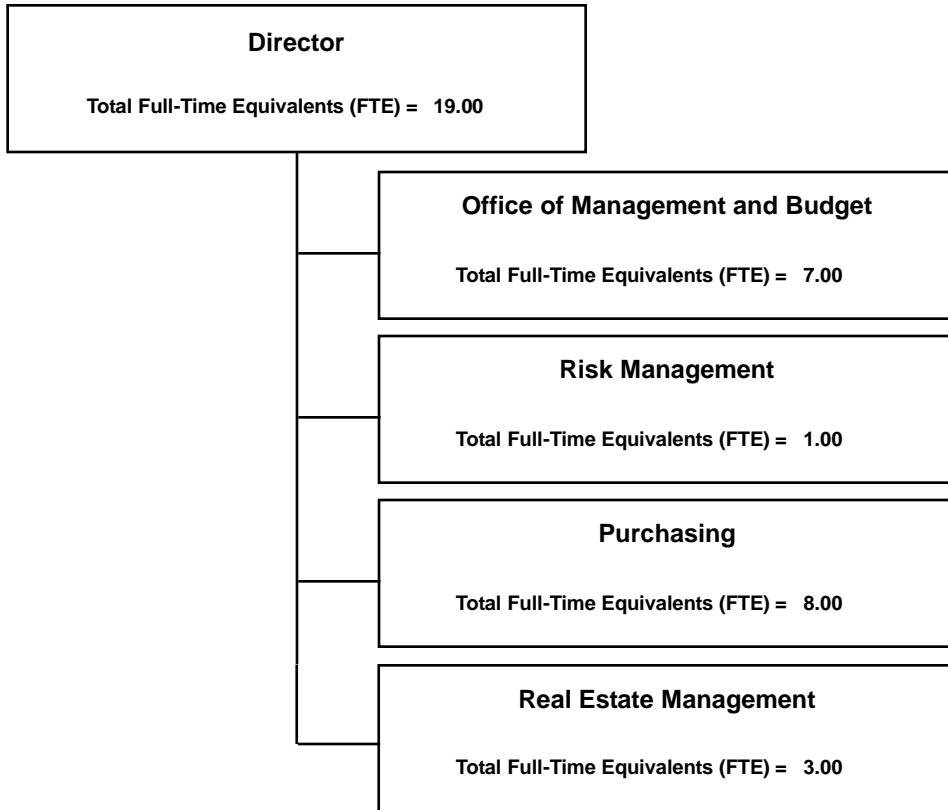
Leon County Fiscal Year 2019 Adopted Budget

Office of Financial Stewardship

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Leon County Fiscal Year 2019 Adopted Budget

Office of Financial Stewardship



Leon County Fiscal Year 2019 Adopted Budget

Office of Financial Stewardship

Executive Summary

The Office of Financial Stewardship section of the Leon County FY 2019 Tentative 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.

On December 12, 2016, the Board approved transitioning its strategic planning to a five-year planning cycle that spans from FY 2017 through FY 2021, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, County Administration as well as the offices therein, created Business Plans communicating the continued alignment of the Board's strategic priorities and initiatives with the office's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the office in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

The Office of Management & Budget (OMB) developed a balanced Operating and Capital Improvement Program budget on behalf of the County Administrator, as adopted by the Board. The annual Operating and Capital Improvement Program, and Budget in Brief are available on the County's web page. As an ongoing commitment to remain fiscal stewards of public dollars, OMB routinely conducts comprehensive management reviews of County operations and organizations it funds to ensure the upmost effective and efficient operations of these entities. OMB received the Government Finance Officers Association of the U.S. and Canada's Distinguished Budget Award for the 28th consecutive year.

Purchasing continues to expand the use of electronic documents, including the implementation of electronic purchase orders and a pilot of electronic requisitions. This allows vendors, staff, and other interested parties to obtain copies of purchasing and solicitation documents in a more efficient and cost-effective manner, while promoting sustainability by reducing the use of paper. Purchasing continues to serve citizens faster and more easily with an online procurement system called Procurement Connect. This system provides vendors instant access to many different services and processes such as, instant access to bids, requests for proposal, invitations to negotiate, and various other solicitation documents. Use of this system reduces paper use and mailing costs, further demonstrating the County's commitment to sustainable business practices.

Real Estate Management continues to lease vacant space in County-owned buildings. They also manage the inventory of County-owned property, process tax deeds, and identify appropriate properties of 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 ten safety sessions and conducted monthly site visits.

Leon County Fiscal Year 2019 Adopted 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
October 1, 2017–
September 30, 2021

- | | |
|---|----------|
| 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

- | | |
|---|--------------------|
| 1. Leon County continues to participate in NACo's Government Purchasing Alliance. Leon County also continues to participate in the Florida Municipal Insurance Trust Property and Workers Compensation Program. | Purchasing Program |
| 2. As part of the FY 2018 budget process, the County implemented an \$12.00/hour minimum living wage for County employees. | OMB |

Bold Goals and Five-Year Targets

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

	FY 2017	FY 2018	FY 2019	FY 2020 through FY 2021	Total
Percentage of Outstanding Debt Reduced ¹	17%	17%	15%	22%	71%

Notes:

1. 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 will pay \$589,918 worth of interest and make principal payments totaling \$6,982,000 in FY 2019, for a 15% debt reduction. Bonds issued to acquire Leon County Office Annex Building will be paid off by FY 2021, significantly reducing the amount of remaining debt.

Leon County Fiscal Year 2019 Adopted Budget

Office of Financial Stewardship

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,436,491	1,483,127	1,518,584	-	1,518,584	1,569,446
Operating	276,044	383,338	354,685	6,600	361,285	360,601
Transportation	896	2,980	4,281	-	4,281	4,281
Grants-in-Aid	88,175	88,175	75,175	-	75,175	63,175
Total Budgetary Costs	1,801,606	1,957,620	1,952,725	6,600	1,959,325	1,997,503
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Office of Management and Budget	704,887	768,095	800,406	-	800,406	822,302
Risk Management	186,030	210,511	196,608	-	196,608	200,604
Purchasing	628,573	631,950	611,301	6,600	617,901	636,212
Real Estate Management	282,116	347,064	344,410	-	344,410	338,385
Total Budget	1,801,606	1,957,620	1,952,725	6,600	1,959,325	1,997,503
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	1,615,576	1,747,109	1,756,117	6,600	1,762,717	1,796,899
501 Insurance Service	186,030	210,511	196,608	-	196,608	200,604
Total Revenues	1,801,606	1,957,620	1,952,725	6,600	1,959,325	1,997,503
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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

Leon County Fiscal Year 2019 Adopted Budget

Office of Financial Stewardship

Office of Management and Budget (001-130-513)

Goal	The goal of the Office of Management & Budget is to continuously enhance the quality of County services by optimizing the use of County financial resources through the effective provision of planning, policy analysis, budget development, budget implementation, and program evaluation services to benefit citizens, elected officials, and staff.
Core Objectives	<ol style="list-style-type: none"> 1. Provide financial management assistance to the County Administrator and other departments. 2. Responsible for the development, monitoring, and control of the annual operating budget and capital improvement program. 3. Forecast and monitor County revenues. 4. Responsible for the County's annual Truth in Millage (TRIM) process. 5. Conduct research, fiscal policy analysis for special projects, and management reviews as requested by the County Administrator and Board.
Statutory Responsibilities	Florida Statute, Chapter 125 "County Government"; Florida Statute, Chapter 129 "County Annual Budget"; Florida Statute, Chapter 200 "Determination of Millage"
Advisory Board	Financial Investment Advisory Committee; Investment Oversight Committee; Blueprint 2000 Finance Committee

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G5	Net Budget Per Countywide Resident*	1:\$821	1:\$1,188*

*(Benchmark is generated from the average net budget per county resident of Like-Sized Counties. Benchmarked Counties include: Alachua, Lake, Escambia, St. Lucie, St. Johns, and Osceola.)

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Estimate	FY 2019 Estimate
T15	Strategic Target: Reduce by 60% the outstanding debt of the County	17%	34%	49%

Notes:

1. In FY 2018, the County reduced its debt by 17%, leaving an outstanding balance of \$31,491,624. Based on the current debt service schedule and recent refinancing, the County is on pace to meet this target. The County will pay \$589,918 worth of interest and make principal payments totaling \$6,982,000 in FY 2019, for a 16% debt reduction. Bonds issued to acquire Leon County Office Annex Building will be paid off by FY 2021, significantly reducing the amount of remaining debt.

Performance Measures

Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 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)	97%	98%	98%	98%
G2	Process budget amendment requests within 2 business days of the next scheduled Board meeting (% is an estimate)	95%	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	94%	98%	98%	98%
G2	Percentage of departmental performance measures reviewed	100%	100%	100%	100%
G2	Number of program management analyses performed	0	1	1	1

Leon County Fiscal Year 2019 Adopted Budget

Office of Financial Stewardship

Office of Management & Budget (001-130-513)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	574,339	617,536	658,291	-	658,291	680,171
Operating	67,373	87,384	78,940	-	78,940	78,956
Grants-in-Aid	63,175	63,175	63,175	-	63,175	63,175
Total Budgetary Costs	704,887	768,095	800,406	-	800,406	822,302
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	704,887	768,095	800,406	-	800,406	822,302
Total Revenues	704,887	768,095	800,406	-	800,406	822,302
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Budget Manager	1.00	1.00	1.00	-	1.00	1.00
Prin. Mgmt & Budget Analyst	1.00	-	-	-	-	-
Sr. Management & Budget Analyst	-	1.00	2.00	-	2.00	2.00
Director Office of Fin. Stewardship	1.00	1.00	1.00	-	1.00	1.00
Management & Budget Analyst	3.00	3.00	2.00	-	2.00	2.00
Management Analyst	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	7.00	7.00	7.00	-	7.00	7.00

The major variances for the FY 2019 OMB budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decreases to Program Funding:

1. Reduction in the contractual cost associated with budgeting software report development subsequent to the upgrade of software in the amount of \$8,462.

Leon County Fiscal Year 2019 Adopted Budget

Office of Financial Stewardship

Risk Management (501-132-513)

Goal	The goal of Risk Management is to provide our customers with courteous and professional services in the risk management area.
Core Objectives	<ol style="list-style-type: none"> 1. Plan, evaluate and identify insurable risks and loss potential, and review current insurance trends and legislation to modify risk coverage. 2. Prepare, negotiate and coordinate all the County's insurance programs. 3. Directly administer all insurance programs with the exception of employee health coverage. 4. Coordinate and participate in all investigations, accidents and injuries that involve County employees on County maintained or owned facilities and/or properties. Review all reported workers' compensation injuries, near accidents and/or misses, over utilization, abuses, and circumstances surrounding all claims and periodically visiting the employee to ascertain their status. 5. Maintain, process, and record all insurance or damage claims filed against the County and liaisons with the appropriate insurance carriers.
Statutory Responsibilities	Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964; The Americans with Disabilities Act Title I; Vietnam Era Veterans' Readjustment Assistance Act of 1974; Mental Health Parity Act of 1996; Florida Statute, Chapter 110.227 "Suspension, Dismissals, Reduction in Pay, Demotions, Transfers, and Layoffs"; Florida Statute, Chapter 112.313, Code of Ethics, Chapter 440 "Workers' Compensation."
Advisory Board	Board President of the North Florida Safety Council; Leon County Safety Committee; Courthouse Emergency Management Group

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY2017 Actuals	FY2018 Estimate	FY2019 Estimate
G5	Number of Workers' compensation claims filed	135	142	135	140
G5	Number of Safety/Loss prevention training courses conducted	8	8	8	8
G5	Number of auto accidents investigated	15	15	15	15
G5	Number of Coordinate Safety Committee meetings	12	12	12	12

Leon County Fiscal Year 2019 Adopted Budget

Office of Financial Stewardship

Risk Management (501-132-513)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	111,872	112,288	118,349	-	118,349	122,345
Operating	74,158	98,223	78,259	-	78,259	78,259
Total Budgetary Costs	186,030	210,511	196,608	-	196,608	200,604
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
501 Insurance Service	186,030	210,511	196,608	-	196,608	200,604
Total Revenues	186,030	210,511	196,608	-	196,608	200,604
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 2019 Risk Management budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decreases to Program Funding:

1. Decrease in operating cost in the amount of \$19,964 for professional services related to insurance broker services.

Leon County Fiscal Year 2019 Adopted Budget

Office of Financial Stewardship

Purchasing Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	598,676	600,406	580,844	-	580,844	599,855
Operating	29,001	28,564	28,354	6,600	34,954	34,254
Transportation	896	2,980	2,103	-	2,103	2,103
Total Budgetary Costs	628,573	631,950	611,301	6,600	617,901	636,212
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Procurement (001-140-513)	509,639	520,148	496,459	6,600	503,059	517,579
Warehouse (001-141-513)	118,934	111,802	114,842	-	114,842	118,633
Total Budget	628,573	631,950	611,301	6,600	617,901	636,212
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	628,573	631,950	611,301	6,600	617,901	636,212
Total Revenues	628,573	631,950	611,301	6,600	617,901	636,212
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Procurement	6.00	6.00	6.00	-	6.00	6.00
Warehouse	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	8.00	8.00	8.00	-	8.00	8.00

Leon County Fiscal Year 2019 Adopted Budget

Office of Financial Stewardship

Purchasing – Procurement (001-140-513)

Goal	The goal of the Procurement Program is to provide: 1) timely and professional procurement services to secure requested supplies, services, and commodities at a specified level of quality and at the lowest possible cost, through open and fair competition; and 2) an exemplary records and management control program for the tangible personal property of Leon County.
Core Objectives	<ol style="list-style-type: none"> 1. Review all purchasing activity for compliance with Purchasing Policy and applicable state laws. 2. Process requisitions and purchase orders and assist departments/divisions with technical information, quotes, and purchasing related requests. 3. Obtain price quotes, prepare and receive informal bids, review state and cooperative purchasing contracts for vendor sources and best pricing. 4. Provide accounts payable assistance to vendors and staff. 5. Prepare, advertise, and receive bids and Requests for Proposals (RFP's), and coordinate the evaluation processes for those bids and RFP's. 6. Administer the County procurement card program: provide cardholder training, card management, and audits of card activity. 7. Implement and provide contract management services for County-wide services contracts such as uniforms. 8. Administer the County property control program: maintain property control records, perform and reconcile property inventory, and provide technical assistance to Property Custodians.
Statutory Responsibilities	Leon County Board of County Commissioners Purchasing Policy (revised 06/20/2017), Purchasing Card Policy (revised 2/12/13), and Tangible Personal Property Policy (revised 6/13/06); Florida Statute, Chapter 255 "Public Property and Publicly Owned Buildings"; Florida Statute, Chapter 274 "Tangible Personal Property"; Florida Statute, Chapter 287 "Public Procurement."
Advisory Board	None

Benchmarking

Priorities	Benchmark Data	Leon County	ICMA Mean	ICMA Median
G2, G4	\$ amount of Central Purchasing purchases per Central Purchasing FTE (millions)	\$20.5	\$20.5	\$13.0
G2, G5	% of Purchasing Conducted with Purchasing Card	6.7%	5.87%	2.56%

International City/County Management Association Comparable Performance Measurement 2010

Performance Measures

Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
G2, G5	% of completed requisitions for purchase orders processed within 2 days of receipt	100%	100%	100%	100%
G2, G4, G5	# of bids/RFPs processed within 45 work days of receipt of request	100%	100%	95%	100%
G2, G5	# of Purchase Orders Issued	2,069	2,230	2,275	2,250
G2, G5	\$ Volume of Purchase Orders Issued (millions)	\$52.9	\$60	\$75	\$75
G2, G4	\$ Amount of Central Purchasing Office purchases per Central Purchasing FTE (3.5 FTE allocated) (millions)	\$15.8	\$17.1	\$20.5	\$21.0
G2, G5	# of Bids Issued	48	55	60	65
G2, G5	Purchasing Card Volume	\$5,617,756	\$6,000,000	\$5,500,000	\$5,750,000
G5	Purchasing Card Rebate	\$78,600	\$87,400	\$77,000	\$80,500
G2, G5	# of Assets at Year End	7,275	7,750	7,800	7,800
G2, G5	Year End Total Asset Value (millions)	\$57	\$57.50	\$58.0	\$58.5
G2, G5	# of Surplus Auctions	92	90	85	85
G2, G5	\$ Value of Auction Proceeds	\$212,891	\$175,000	\$175,000	\$175,000
G2, G5	# of pre-bid meetings held to provide information on County projects to vendors	19	30	37	40
G2, G5	Ratio of bid protests to total solicited bids	2:48	0:55	1:60	0:65

Leon County Fiscal Year 2019 Adopted Budget

Office of Financial Stewardship

Purchasing - Procurement (001-140-513)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	482,303	493,011	469,403	-	469,403	484,623
Operating	26,544	25,707	25,673	6,600	32,273	31,573
Transportation	792	1,430	1,383	-	1,383	1,383
Total Budgetary Costs	509,639	520,148	496,459	6,600	503,059	517,579
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	509,639	520,148	496,459	6,600	503,059	517,579
Total Revenues	509,639	520,148	496,459	6,600	503,059	517,579
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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
Purchasing & Contract Admin	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 2019 Procurement budget are as follows:

Increases to Program Funding:

1. Operating cost increase in the amount of \$6,600 to support staff training opportunities, subscribing to the Commodity Codes service, and to develop online training for purchasing cards.

Decreases to Program Funding:

1. Personnel cost related to the retirement of two long time employees offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Leon County Fiscal Year 2019 Adopted Budget

Office of Financial Stewardship

Purchasing – Warehouse (001-141-513)

Goal	The goal of the Warehouse Program is to procure, stock, and issue high turnover type items to facilitate the work routines of County departments.
Core Objectives	<ol style="list-style-type: none"> 1. Issue supplies and materials from the Warehouse. 2. Procure materials and supplies for the Warehouse and County customers. 3. Provide forklift services for other departments. 4. Process purchase requisitions for Fleet Management and Operations Divisions and provide back-up to Procurement as needed. 5. Assist County staff with identifying vendors and sourcing needed items.
Statutory Responsibilities	Leon County Board of County Commissioners Purchasing Policy (revised 6/20/17) and Tangible Personal Property Policy (revised 6/13/06); Florida Statute, Chapter 274 "Tangible Personal Property"; Florida Statute, Chapter 287 "Public Procurement."
Advisory Board	None

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G2, G5	Inventory Turnover Rate (sales / inventory value)	2.0	Greater than or equal to 1.5
G2, G5	Annual inventory loss/gain (to measure operational accuracy)	0.5%	Less than 1.5% +/-

Benchmark Sources: National Institute of Governmental Purchasing, Inc. (NIGP)

Performance Measures

Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
G2, G5	Cost per issuance	\$6.35	\$7.05	\$7.33	\$7.45
G2, G5	Operational cost % of total dollar value of issuances (expenses / \$ value of issuances)	18%	18%	20%	20%
G2, G5	# of issuances	15,000	15,400	15,000	15,100
G2, G5	\$ volume of issuances	\$515,000	\$550,000	510,000	515,000

Notes:

Leon County Fiscal Year 2019 Adopted Budget

Office of Financial Stewardship

Purchasing - Warehouse (001-141-513)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	116,373	107,395	111,441	-	111,441	115,232
Operating	2,457	2,857	2,681	-	2,681	2,681
Transportation	104	1,550	720	-	720	720
Total Budgetary Costs	118,934	111,802	114,842	-	114,842	118,633
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	118,934	111,802	114,842	-	114,842	118,633
Total Revenues	118,934	111,802	114,842	-	114,842	118,633
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 2019 Warehouse budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decreases to the Program Funding:

1. Transportation cost decreased in the amount of \$830 due to lower estimated vehicle repair cost.

Leon County Fiscal Year 2019 Adopted Budget

Office of Financial Stewardship

Real Estate Management Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	151,604	152,897	161,100	-	161,100	167,075
Operating	105,512	169,167	169,132	-	169,132	169,132
Transportation	-	-	2,178	-	2,178	2,178
Grants-in-Aid	25,000	25,000	12,000	-	12,000	-
Total Budgetary Costs	282,116	347,064	344,410	-	344,410	338,385
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Real Estate Management (001-156-519)	242,275	302,064	299,410	-	299,410	293,385
Tax Deed Applications (001-831-513)	39,841	45,000	45,000	-	45,000	45,000
Total Budget	282,116	347,064	344,410	-	344,410	338,385
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	282,116	347,064	344,410	-	344,410	338,385
Total Revenues	282,116	347,064	344,410	-	344,410	338,385
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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

Leon County Fiscal Year 2019 Adopted Budget

Office of Financial Stewardship

Real Estate (001-156-519)

Goal	The goal of the Office of Real Estate Management is the professional management of the County's real estate portfolio including procurement, disposition, leasing and the administration of the county's real property.
Core Objectives	<ol style="list-style-type: none"> 1. Develop and maintain a comprehensive inventory of the County's real estate by the utilization of the existing TLC GIS database. 2. Generate revenue through the leasing of under-utilized space in County buildings. Negotiates leasing terms and conditions with tenants to maximize the rate of return to the County 3. Develop a long-term strategic plan for the disposition and acquisition of real estate to ensure that it is achieving its highest and best use. 4. Work with County staff in recommending and negotiating the most efficient use of space. 5. Regularly interact with the assigned County attorney to assist in resolving land use issues related to projects. 6. Administer the County's leasing activity to ensure that all aspects of the Lease contract is upheld manage rent increases and renewals and maintain communications with the tenants and their representatives. 7. Identify alternative uses for under-utilized properties to help advance other County programs such as Community Gardens, Affordable Housing program, Stormwater management facilities, conservation and recreation areas, etc. 8. Work in tandem with Public Works to acquire property rights for capital improvement projects. 9. Coordinate with the County's Tax Collector and the Clerk of the Court in the tracking of the delinquent tax procedures from the issuance of the Tax Certificates by the Tax Collector, the filing of Tax Deed Applications on Tax Certificates issued to the County and supervising the timely presentation of the Tax Deed Applications to Public Sale. Work with the Clerk of the Court on the administration of the parcels that are listed on the List of Lands Available for Taxes until their final escheatment to the County and the addition of these parcels to the portfolio. 10. Work with the county staff, affordable housing and assigned attorney to ensure that the escheated parcels are placed into use by the county, offered to affordable housing or disposed of in a timely matter to return these properties to the County's Tax Roll as soon as possible. 11. Acquire property rights through donations, direct purchases and eminent domain. 12. Manage all County owned lease property; prepare and execute all leases for Leon County.
Statutory Responsibilities	<p>TAX COLLECTIONS, SALES, AND LIENS Chapter 197</p> <p>197.502 Application for obtaining tax deed by holder of tax sale certificate; fees.</p> <p>197.512 Notice, form of publication for obtaining tax deed by holder.</p> <p>197.522 Notice to owner when application for tax deed is made.</p> <p>197.532 Fees for mailing additional notices, when application is made by holder.</p> <p>197.542 Sale at public auction.</p> <p>197.552 Tax deeds.</p> <p>197.562 Grantee of tax deed entitled to immediate possession.</p> <p>197.572 Easements for conservation purposes, or for public service purposes or for drainage or ingress and egress survive tax sales and deeds.</p> <p>197.573 Survival of restrictions and covenants after tax sale.</p>
Advisory Board	None

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Q2	Total leasable square footage occupied ¹	153,868	159,000	160,000	160,000
Q2	% of total leasable square footage occupied ¹	75.3%	77%	80%	80%

Notes:

1. Total leasable square footage of space fluctuates from year-to-year and is currently 204,316.

Leon County Fiscal Year 2019 Adopted Budget

Office of Financial Stewardship

Real Estate Management - Real Estate Management (001-156-519)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	151,604	152,897	161,100	-	161,100	167,075
Operating	65,671	124,167	124,132	-	124,132	124,132
Transportation	-	-	2,178	-	2,178	2,178
Grants-in-Aid	25,000	25,000	12,000	-	12,000	-
Total Budgetary Costs	242,275	302,064	299,410	-	299,410	293,385
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	242,275	302,064	299,410	-	299,410	293,385
Total Revenues	242,275	302,064	299,410	-	299,410	293,385
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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

Note: The Real Estate Manager position is being held vacant and is unfunded. Leon County is currently contracting with a private leasing company to perform this function.

The major variances for the FY 2019 Real Estate Management budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Transportation cost for vehicle previously assigned to Facilities Management was \$2,178.

Decreases to Program Funding:

1. Funding related to the Domi Economic Incubator lease agreement of \$13,000. Per the new lease, Domi broadband internet through September 30, 2019 is \$12,000 for FY 2019, a decrease of \$13,000 from the previous lease agreement.

Leon County Fiscal Year 2019 Adopted Budget

Office of Financial Stewardship

Real Estate Management - Tax Deed Applications (001-831-513)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	39,841	45,000	45,000	-	45,000	45,000
Total Budgetary Costs	39,841	45,000	45,000	-	45,000	45,000
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	39,841	45,000	45,000	-	45,000	45,000
Total Revenues	39,841	45,000	45,000	-	45,000	45,000

For FY 2019 this budget is recommended at the same level as FY 2018.

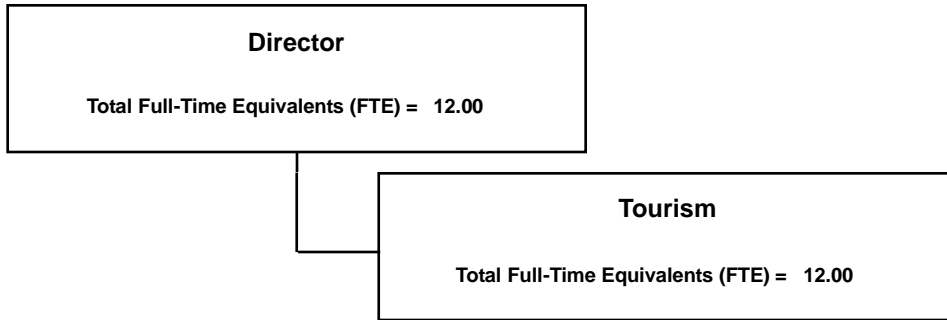
Leon County Fiscal Year 2019 Adopted Budget

Division of Tourism

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Leon County Fiscal Year 2019 Adopted Budget

Division of Tourism



Leon County Fiscal Year 2019 Adopted Budget

Division of Tourism

Executive Summary

The Division of Tourism section of the Leon County FY 2019 Annual Budget is comprised of the Division of Tourism.

The Division of Tourism promotes the Tallahassee-Leon County area through tourism advertising, public relations, direct sales, visitor service functions, and marketing research. This division is fully supported by the Tourist Development Tax, also known as the “bed tax”.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Division of Tourism’s Business Plan and the new FY 2019 - FY 2021 Strategic Plan communicates the continued alignment of the Board’s strategic priorities and initiatives with the division’s actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board’s priorities and serves as a gauge to assist the Division in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

The Division of Tourism continued their momentum with its ninth consecutive year of growth in producing economic benefit while promoting Leon County as a visitor destination. In FY 2018, Leon County Government increased the Signature Event Grant Program by \$50,000 to support “Emerging” Signature Events to reach Signature Event status. A total of \$225,000 is allocated for multi-day festivals and events to ensure historically successful events continue to receive funding and to address an increased number of new applicants requesting signature event grant funding. The FY 2019 budget provides an increase in the amount of \$250,000 for additional advertising and public relations services to support the growth of Leon County as a destination and continue to grow the tourism economy.

Due to the outstanding success of Apalachee Regional Park and its continued growth as one of the Nation’s top cross country venues, the Division of Tourism increased its sports bid pool to address the numerous cross country events scheduled at Apalachee Regional Park. Florida State Athletics was awarded the 2021 National Collegiate Athletic Association Division One Cross Country National Championships at Apalachee Regional Park. The FY 2019 budget reflects an increase in the budget by an additional \$20,000, a transfer of funds to support the construction of a pavilion and stage, to continue attracting quality events. In support of the Apalachee Regional Park Master Plan, the Division of Tourism continues to work closely with the Division of Parks and Recreation throughout the implementation of improvements to the cross country area of the park.

The Division of Tourism also provided the Council on Culture & Arts (COCA) with a historical amount of funding by dedicating 1 cent of the Tourist Development Tax directly to COCA to support their mission of developing arts and culture in Florida’s capital region. FY 2018 was the third year that Tourism provided ¼ cent of the Tourist Development Tax to support COCA’s Capital Improvement Matching Grant Program and additionally allocated a portion of the ¼ cent collections to enhance funding for COCA’s Cultural Grant Program and Cultural Tourism Marketing Program due to an increased demand for these operating grant programs.

During FY 2018, the Tourist Development Council, in conjunction with the Community Redevelopment Agency’s Arts and Culture Review Committee, reviewed projects recommended for the Community Redevelopment Agency’s Arts, Cultural, and Heritage Grant Program. This program was established by the Community Redevelopment Agency to award approximately \$3.1 million in Tourist Development Tax funds once dedicated to a performing arts center. In July 2018, final recommendations were provided to the Community Redevelopment Agency, Leon County and the City of Tallahassee and the three parties approved awards in the amount of the approximately \$3.1 million to three projects that will build and support culture, heritage and arts, and expand opportunities for creativity in the community, while attracting tourists to Leon County, including a project that will serve as a multi-purpose assembly and performance venue. These grant awards, coupled with the approved \$2.25 million of Tourist Development Tax funds to provide Amphitheater support space at the new Cascades Redevelopment project, now allocates the balance of approximately \$5.1 million in funds initially dedicated to the Performing Arts Center project.

Leon County Fiscal Year 2019 Adopted Budget		
Tourism Business Plan		
Mission Statement	<p>The mission of the Leon County Division of Tourism is to spearhead and coordinate the tourism related marketing and management of the destination through the coordination of the hospitality industry, local governments and the business community to sustain and grow visitor spending and job creation in the Tallahassee region.</p>	
Strategic Priorities	<p>Economy</p> <ul style="list-style-type: none"> • EC1 - Do well-designed public infrastructure which supports business, attracts private investment and has long term economic benefits. • EC4 - Grow our tourism economy, its diversity, competitiveness and economic impact. <p>Quality of Life</p> <ul style="list-style-type: none"> • Q4 - Support and promote access to basic health and welfare services to our community members most in need. 	
Strategic Initiatives October 1, 2017– September 30, 2022	<ol style="list-style-type: none"> 1. Continue to work with FSU to bid and host NCAA cross country national and regional championships at Apalachee Regional Park (ARP). (EC4) 2. Enhance sports tourism through the exploration of an NFL Preseason game and other possible events at Doak Campbell Stadium. (EC4) 3. Further enhance our competitiveness in attracting national and regional running championships by making additional strategic investments at the Apalachee Regional Park (ARP). (EC1, EC4) 4. To continue to support Choose Tallahassee’s efforts to market our community as a retirement destination. (Q4 , EC4) 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) 6. 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) 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 in order to levy a sixth cent to support the convention center and arena district. (EC4) 8. Raise awareness of County trails through the Division of Tourism Strategic Plan. 	<p>Ongoing</p> <p>In Progress</p> <p>Ongoing</p> <p>Ongoing</p> <p>In Progress</p> <p>In Progress</p> <p>In Progress</p> <p>In Progress</p>
Actions	<ol style="list-style-type: none"> 1. A. Staff partnered with Florida State Athletics in assembling the bid to host NCAA cross country Regional and National Championships at Apalachee Regional Park. Staff included facility and community assets to make the bid more appealing. B. Florida State Athletics was awarded the 2021 National Collegiate Athletic Association Division One Cross County National Championships at Apalachee Regional Park. 2. A. Develop a presentation to present to Florida State Athletics B. Meet with Florida State Athletics to present the benefits of hosting a Pre-Season NFL Game. C. Identify NFL Teams that would potentially participate. D. Identify potential funding sources that would support hosting an NFL Preseason game in Doak Campbell Stadium. E. Develop a presentation to present to the potential NFL teams previously identified. F. Develop a presentation for the FY19 Leon County BOCC Budget Workshop outlining Leon County budget impact. G. Target hosting the NFL Preseason football game in 2019 or 2020. 	<p>FSU Athletics, NCAA, Hotel partners, Parks Department</p> <p>FSU, NFL, Florida Sports Foundation</p>

Leon County Fiscal Year 2019 Adopted Budget

Tourism

Actions

- | | | |
|----|---|--|
| 3. | A. Construction of the Apalachee Regional Park Access Road.
B. Approval of Preliminary Master Plan.
C. Leon County BOCC Workshop on September 26, 2017 regarding closure of landfill and report from Wood+Partners Inc. | Parks Division, FSU, various community interests |
| 4. | A. Meet with the Choose Tallahassee board and develop an understanding of their new marketing direction.
B. Continue to meet with Choose Tallahassee executive committee and full board as scheduled. | Choose Tallahassee Board, Zimmerman Agency |
| 5. | Work with community agencies to develop cost analysis for weatherization of the Capital City Amphitheater stage while considering options to advance sound mitigation. | Blueprint IA, City of Tallahassee |
| 6. | Continue to communicate with FSU staff and Leon County Office of Financial Stewardship relating to Civic Center District development. | FSU, Financial Stewardship |
| 7. | Monitor legislation with industry lobbyists while working with community partners to advance legislation in support of levying sixth cent. | FSU, FADMO, County Lobbyist, Hotel partners |
| 8. | Launch of Trailahassee.com 2.0 and preliminary marketing public relation activities included targeted outreach to prominent outdoor media outlets. | Parks Division, Zimmerman Agency, various community interests. |

Five-Year Targets and Goals

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

	FY 2017	FY 2018 ¹	FY 2019	FY 2020 through FY 2021	Total
Tourism Economic Growth ²	\$.90 billion	\$.92 billion	\$.93 billion	TBD	\$2.75 billion

Strategic Target: Attract 80 state, regional, or national championships across all sports.

	FY 2017	FY 2018 ¹	FY 2019	FY 2020 through FY 2021	Total
Championships Attracted ³	14	17	20	TBD	51

Strategic Target: Host 100,000 residents and visitors as part of the Amphitheater County Concert Series.

	FY 2017	FY 2018 ¹	FY 2019	FY 2020 through FY 2021	Total
Concert Series Attendance ⁴	6,785	15,000	15,000	TBD	36,785

Notes:

- The reporting for FY 2018 are estimates only. At the time this document was published, the fiscal year for 2018 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2020 Budget.
- Staff anticipates year-round visitation will continue to increase through aggressive marketing, sales and promotional activities that are guided by research and focused toward targeted, high value audience segments.
- Staff anticipates attracting additional championships to Leon County by capitalizing on past successes, relationships with prominent event organizers and national associations, and the strength of tremendous facilities like Apalachee Regional Park to assure future progression and growing national prominence for sports tourism.
- Staff anticipates attracting more concert attendees by enhancing the County's growing reputation for live entertainment among travelers by offering high profile, quality performances at Capital City Amphitheater. Staff will work closer with the County's contractor to find high quality acts that will fill the Amphitheater rather than small frequent shows.

Leon County Fiscal Year 2019 Adopted Budget

Division of Tourism

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	905,710	946,889	949,169	-	949,169	977,190
Operating	1,976,824	2,450,426	2,442,955	359,075	2,802,030	2,799,530
Transportation	2,107	1,438	1,209	-	1,209	1,209
Grants-in-Aid	1,990,821	2,053,356	2,164,525	50,000	2,214,525	1,902,762
Total Budgetary Costs	4,875,462	5,452,109	5,557,858	409,075	5,966,933	5,680,691
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Tourism Development	4,875,462	5,452,109	5,557,858	409,075	5,966,933	5,680,691
Total Budget	4,875,462	5,452,109	5,557,858	409,075	5,966,933	5,680,691
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
160 Tourism Development	4,725,462	5,302,109	5,407,858	409,075	5,816,933	5,530,691
Total Revenues	4,875,462	5,452,109	5,557,858	409,075	5,966,933	5,680,691
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Tourism Development	-	0.50	0.50	-	0.50	0.50
Total OPS Full-Time Equivalents (FTE)	-	0.50	0.50	-	0.50	0.50

Leon County Fiscal Year 2019 Adopted Budget

Division of Tourism

Tourism Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	905,710	946,889	949,169	-	949,169	977,190
Operating	1,976,824	2,450,426	2,442,955	359,075	2,802,030	2,799,530
Transportation	2,107	1,438	1,209	-	1,209	1,209
Grants-in-Aid	1,990,821	2,053,356	2,164,525	50,000	2,214,525	1,902,762
Total Budgetary Costs	4,875,462	5,452,109	5,557,858	409,075	5,966,933	5,680,691
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Administration (160-301-552)	468,662	498,596	504,785	20,000	524,785	536,128
Advertising (160-302-552)	1,185,247	1,316,473	1,316,473	250,000	1,566,473	1,578,973
Council on Culture & Arts (COCA) (160-888-573)	1,286,616	1,318,956	1,422,625	-	1,422,625	1,160,862
Line Item - COCA Contract (001-888-573)	150,000	150,000	150,000	-	150,000	150,000
Marketing (160-303-552)	1,241,481	1,603,084	1,598,975	89,075	1,688,050	1,689,728
Special Projects (160-304-552)	543,456	565,000	565,000	50,000	615,000	565,000
Total Budget	4,875,462	5,452,109	5,557,858	409,075	5,966,933	5,680,691
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
160 Tourism Development	4,725,462	5,302,109	5,407,858	409,075	5,816,933	5,530,691
Total Revenues	4,875,462	5,452,109	5,557,858	409,075	5,966,933	5,680,691
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Administration	-	0.25	0.25	-	0.25	0.25
Marketing	-	0.25	0.25	-	0.25	0.25
Total OPS Full-Time Equivalents (FTE)	-	0.50	0.50	-	0.50	0.50

Leon County Fiscal Year 2019 Adopted Budget

Division of Tourism

Tourism – (160-301,302,303,304,305-552)

Goal	The goal of Tourism is to enhance the local economy and quality of life through the benefits associated with a strong visitor industry by maximizing the number of visitors, length of stay of visitors, and the economic impact of visitors to Leon County.
Core Objectives	<ol style="list-style-type: none"> 1. Maximize dollars available to market the destination. 2. Support programs and facilities that draw overnight visitors and maximize the return on investment. 3. Increase visitation during times of the year when there is low or decreased activities. 4. Provide effective and efficient visitor services programs. 5. Increase the awareness of the importance of the tourism industry to local residents.
Statutory Responsibilities	Florida Statute, Chapter 125.0104 "Procedure for Levying Tourist Development Tax, Authorized Uses for the Tax, and Enforcement of Collection"; Leon County Code of Laws, Chapter 11, Article III "Tourist Development Tax".
Advisory Board	Tourist Development Council

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Estimate	FY 2019 Estimate
BG1	Grow the five-year tourism economy to \$5 billion.¹	\$.90 billion	\$.92 billion	\$.93 billion
T1	Attract 80 state, regional, or national championships across all sports.²	14	17	20
T4	Host 100,000 residents and visitors as part of the Amphitheater County Concert Series.³	6,785	15,000	15,000

1. Staff anticipates year-round visitation will continue to increase through aggressive marketing, sales and promotional activities that are guided by research and focused toward targeted, high value audience segments.
2. Staff anticipates attracting additional championships to Leon County by capitalizing on past successes, relationships with prominent event organizers and national associations, and the strength of tremendous facilities like Apalachee Regional Park to assure future progression and growing national prominence for sports tourism.
3. Staff anticipates attracting more concert attendees by enhancing the County's growing reputation for live entertainment among travelers by offering high profile, quality performances at Capital City Amphitheater. Staff will work closer with the County's contractor to find high quality acts that will fill the Amphitheater rather than small frequent shows.

Performance Measures

Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimates	FY 2019 Estimates
EC4	Tourist Development Tax per penny	\$1,047,376	\$1,156,660	\$1,150,000	\$1,200,000
EC4	Percent Change in Tourist Development Tax	2%	10%	3%	4%
EC4	Number of total visitors to Leon County ¹	2,312,120	2,358,833	2,460,000	2,490,000
EC4	Percent Change in number of total visitors to Leon County	-1%	2%	3%	2%
EC4	Total Direct Visitor Economic Impact (billions) ¹	\$0.84	\$0.90	\$0.92	\$0.93
EC4	Percent Change in Direct Visitor Economic Impact	0%	6%	3%	2%
EC4	Number of Direct Tourism Related Jobs ¹	13,702	14,354	14,850	15,250
EC4	Percent Change in the number of Direct Tourism Related Jobs	0%	5%	3%	3%
EC4	Hotel Occupancy ²	63%	67%	68%	69%
EC4	Hotel Revenue (millions) ²	\$124	\$129	\$135	\$139
EC4	Percent Change in Hotel Revenue	5%	8%	5%	3%

Notes:

1. Data estimates provided by Downs & St. Germain Research upon review of Tax Collector reports with Tourism staff.
2. Data provided by Smith Travel Research.

Leon County Fiscal Year 2019 Adopted Budget

Division of Tourism

Tourism - Administration (160-301-552)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	306,669	317,968	326,505	-	326,505	337,848
Operating	159,886	179,190	177,071	20,000	197,071	197,071
Transportation	2,107	1,438	1,209	-	1,209	1,209
Total Budgetary Costs	468,662	498,596	504,785	20,000	524,785	536,128
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
160 Tourism Development	468,662	498,596	504,785	20,000	524,785	536,128
Total Revenues	468,662	498,596	504,785	20,000	524,785	536,128
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Director Tourism	1.00	1.00	1.00	-	1.00	1.00
Assistant to the Executive Director	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Visitor Services Representative	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	3.50	3.50	3.50	-	3.50	3.50
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
TDC Consolidated OPS	-	0.25	0.25	-	0.25	0.25
Total OPS Full-Time Equivalents (FTE)	-	0.25	0.25	-	0.25	0.25

The major variances for the FY 2019 Tourism Administration Budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% 5% based on a 3% average.
2. Budget proposal of \$20,000 for an increase to other contractual services for economic impact studies, a tourism database system and for a destination international event impact calculator.

Decreases to Program Funding:

1. Decrease in transportation reflects decrease in vehicle coverage, associated with lower insurance premiums, and reduction in fuel costs as diesel fuel costs did not increase as much as the market anticipated in FY 2018 resulting in savings in FY 2019.

Leon County Fiscal Year 2019 Adopted Budget

Division of Tourism

Tourism - Advertising (160-302-552)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	1,185,247	1,316,473	1,316,473	250,000	1,566,473	1,578,973
Total Budgetary Costs	1,185,247	1,316,473	1,316,473	250,000	1,566,473	1,578,973
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
160 Tourism Development	1,185,247	1,316,473	1,316,473	250,000	1,566,473	1,578,973
Total Revenues	1,185,247	1,316,473	1,316,473	250,000	1,566,473	1,578,973

The major variances for the FY 2019 Tourism Advertising Budget are as follows:

Increase to Program Funding:

1. In support of Tourism's new Strategic Plan, contractual services in the amount of \$250,000 for additional advertising and public relation services to support the growth of Leon County as a destination and continue to grow the tourism economy.

Leon County Fiscal Year 2019 Adopted Budget

Division of Tourism

Tourism - Marketing (160-303-552)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	599,041	628,921	622,664	-	622,664	639,342
Operating	631,691	954,763	949,411	89,075	1,038,486	1,023,486
Grants-in-Aid	10,749	19,400	26,900	-	26,900	26,900
Total Budgetary Costs	1,241,481	1,603,084	1,598,975	89,075	1,688,050	1,689,728
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
160 Tourism Development	1,241,481	1,603,084	1,598,975	89,075	1,688,050	1,689,728
Total Revenues	1,241,481	1,603,084	1,598,975	89,075	1,688,050	1,689,728
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 Manager	1.00	1.00	1.00	-	1.00	1.00
Public Relations Marketing Specialist	1.00	1.00	1.00	-	1.00	1.00
Visitor Services Representative	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 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
TDC Consolidated OPS	-	0.25	0.25	-	0.25	0.25
Total OPS Full-Time Equivalents (FTE)	-	0.25	0.25	-	0.25	0.25

The major variances for the FY 2019 Tourism Marketing Budget are as follows:

Increases to Program Funding:

1. Budget proposal request of \$20,000 to develop a centralized online grant application system working with other community event supporters of the Community Redevelopment Agency (CRA), Council on Culture & Arts (COCA) and the Downtown Improvement Authority (DIA).
2. Budget proposal request of \$19,075 for Target Designated Market Area Activation Marketing. This funding will allow for the continuation of the initiative to fully integrate marketing activities in Tampa and Atlanta. These activities generate increased visibility and visitation from these geographic areas to Leon County.
3. Increase in funding of \$50,000 for Amphitheater Concert series in support of Tourism's new Strategic Plan.

Decreases to Program Funding:

1. Personnel costs decrease due to employee attrition offset by the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% 5% based on a 3% average.
2. Decrease in the TDC direct sales promotional costs related to the realignment of Visitor Services Representative's duties to cover duties in Administration to assist in staffing the front desk.

Leon County Fiscal Year 2019 Adopted Budget

Division of Tourism

Tourism - Special Projects (160-304-552)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Grants-in-Aid	543,456	565,000	565,000	50,000	615,000	565,000
Total Budgetary Costs	543,456	565,000	565,000	50,000	615,000	565,000
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
160 Tourism Development	543,456	565,000	565,000	50,000	615,000	565,000
Total Revenues	543,456	565,000	565,000	50,000	615,000	565,000

The major variances for the FY 2019 Tourism Marketing Budget are as follows:

Increases to Program Funding:

1. Budget proposal request of \$50,000 to support Tourism's Strategic Plan initiative for wayfinding signage to enhance the visitor experience in the community.

Leon County Fiscal Year 2019 Adopted Budget

Division of Tourism

Tourism - Line Item - COCA Contract (001-888-573)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 2019 Budget is recommended at the same level funding as the previous year.

Leon County Fiscal Year 2019 Adopted Budget

Division of Tourism

Tourism - Council on Culture & Arts (COCA) (160-888-573)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Grants-in-Aid	1,286,616	1,318,956	1,422,625	-	1,422,625	1,160,862
Total Budgetary Costs	1,286,616	1,318,956	1,422,625	-	1,422,625	1,160,862
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
160 Tourism Development	1,286,616	1,318,956	1,422,625	-	1,422,625	1,160,862
Total Revenues	1,286,616	1,318,956	1,422,625	-	1,422,625	1,160,862

The FY 2019 budget reflects the anticipated grant level funding to support the Council on Culture & Arts (COCA) per the interlocal agreement with the City. This agreement redirects the previous Performing Arts Center 1 cent, plus allocating an additional ¼ cent, for a total of 1 ¼ of the 5 cent tourist development bed tax to support COCA re granting. The additional ¼ cent is dedicated towards a capital grant program, administered by COCA, and is funded for 5 years beginning in FY15 through FY19. The increase represents the anticipated growth in revenue per penny for FY19.

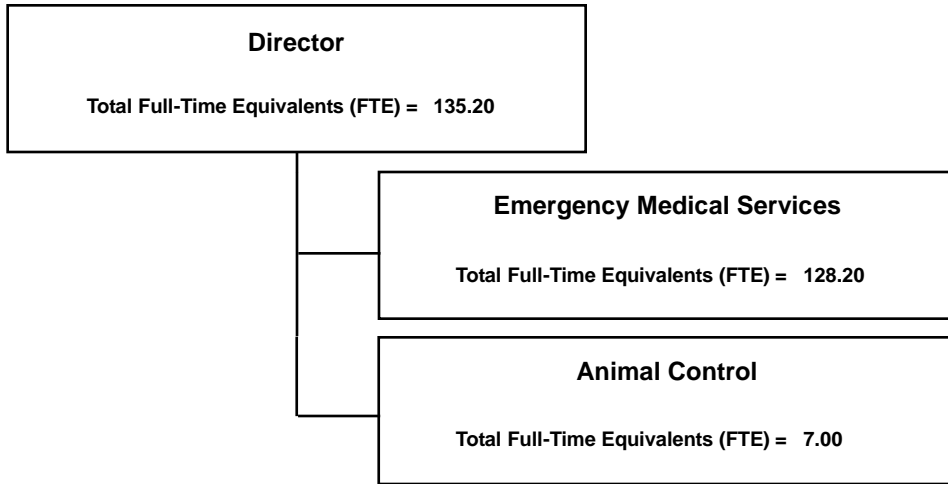
Leon County Fiscal Year 2019 Adopted Budget

Office of Public Safety

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Leon County Fiscal Year 2019 Adopted Budget

Office of Public Safety



Leon County Fiscal Year 2019 Adopted Budget

Office of Public Safety

Executive Summary

The Office of Public Safety section of the Leon County FY 2019 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. In February 2016, EMS was conferred another three-year accreditation from the Commission on Accreditation of Ambulance Services (CAAS). CAAS accreditation requires meeting strict national standards of excellence that signify EMS has met the "gold standard" for the ambulance industry. Meeting CAAS standards results in strengthened community confidence in the quality and safety of care, treatment and services provided by EMS. In FY 2018, EMS continued its public education and risk reduction campaign which provides risk reduction and cardiopulmonary resuscitation (CPR) with automated external defibrillation (AED) training to citizens. The EMS Division's annual "Press the Chest" CPR community training event drew over 400 citizens.

During the FY 2019 budget process, EMS was allocated an additional \$31,988 for pediatric medication dosing standards and medical supplies.

Animal Control is responsible for enforcing state and local ordinances concerning matters such as stray animals, rabies control, animal cruelty, and dangerous animals. Animal Services also provides training through the conduction of the animal bite prevention and safety program 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 contract for St. Francis Wildlife services.

Leon County Fiscal Year 2019 Adopted 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 Division, and 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

October 1, 2017 – September 30, 2021

- | | |
|---|---------|
| 1. Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (Q3) | Ongoing |
| 2. Improve pet overpopulation by engaging vested community partners in the implementation of spay and neutering strategies.(Q3, Q4) | Ongoing |

Actions

- | | |
|---|----------------|
| 1. Implementing additional data sharing systems with TMH & CRMC and completing comprehensive medical protocol update. | EMS |
| 2. Implemented neighborhood sweeps to provide education and voucher disbursements of low/no cost spay and neutering vouchers. | Animal Control |

Bold Goals and Five-Year Targets

Strategic Target: Train 8,500 citizens in CPR/AEDs. (T5)

	FY 2017	FY 2018 ¹	FY 2019	FY 2020 - 2021	Total
Citizens trained in CPR/AED ²	1,572	1,700	1,800	TBD	5,072

Notes:

1. The reporting for FY 2018 are estimates only. At the time this document was published, the fiscal year for 2018 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2020 Budget.
2. In order to train 8,500 citizens in CPR and AED use over the next five years, EMS will continue to partner with businesses, organizations, churches and schools to reach this goal. Additionally, EMS will host several larger events such as "Press the Chest" to reach out to the entire community.

Leon County Fiscal Year 2019 Adopted Budget

Office of Public Safety

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	11,071,398	11,573,094	11,736,723	-	11,736,723	12,056,524
Operating	6,051,819	6,164,188	6,146,443	102,184	6,248,627	6,294,130
Transportation	926,883	1,116,466	988,713	-	988,713	988,713
Capital Outlay	7,145	38,000	38,000	-	38,000	38,000
Grants-in-Aid	71,250	71,250	71,250	-	71,250	71,250
Total Budgetary Costs	18,128,495	18,962,998	18,981,129	102,184	19,083,313	19,448,617
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Emergency Medical Services	16,597,697	17,465,446	17,502,178	102,184	17,604,362	17,915,756
Animal Control	1,530,798	1,497,552	1,478,951	-	1,478,951	1,532,861
Total Budget	18,128,495	18,962,998	18,981,129	102,184	19,083,313	19,448,617
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
135 Emergency Medical Services MSTU	16,597,697	17,465,446	17,502,178	102,184	17,604,362	17,915,756
140 Municipal Service	1,530,798	1,497,552	1,478,951	-	1,478,951	1,532,861
Total Revenues	18,128,495	18,962,998	18,981,129	102,184	19,083,313	19,448,617
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Animal Control	7.00	7.00	7.00	-	7.00	7.00
Emergency Medical Services	121.20	128.20	128.20	-	128.20	128.20
Total Full-Time Equivalents (FTE)	128.20	135.20	135.20	-	135.20	135.20
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 2019 Adopted Budget

Office of Public Safety

Emergency Medical Services (135-185-526)

Goal	The goal of Leon County EMS Division is to provide clinically superior, compassionate, cost-effective emergency medical services to all citizens and visitors of Leon County; regardless of social economic status, utilizing the latest technologies and medical care standards, within the bounds of available resources.
Core Objectives	<ol style="list-style-type: none"> 1. Provide basic and advanced life support emergency medical services to the citizens and visitors of Leon County. 2. Provide medically necessary inter-facility and critical care emergency medical services to the citizens and visitors of Leon County. 3. Provide medical coverage at special event venues. 4. Provide injury and disease prevention and community risk reduction training programs to citizens. 5. Provide bystander care educational programs to citizens. 6. Maintain the County's Heart Ready initiative through the further development of the public access automated external defibrillator (AED) program and by training citizens in cardio-pulmonary resuscitation (CPR) and AED use. 7. Maintain a constant state of readiness to respond to major disasters, both man-made and natural. 8. Provide administrative oversight of the six volunteer fire departments.
Statutory Responsibilities	Article III Leon County Code of Law Chapter 401 Florida Statute Chapter 64J-1 Florida Administrative Code
Advisory Board	Emergency Medical Services Advisory Council

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
Q3	Percent of cardiac arrest patients that experience Return of Spontaneous Circulation (ROSC) upon arrival at the Emergency Room.	41%	18% ¹
Q3	Percent of requests for services that result in a patient transport	68%	63% ²
Q3	EMS responses per 1,000 residents	132.768 ⁴	76.786 ³

Benchmark source:

1. American Heart Association, 2015
2. Florida EMSTARS Database, 2015
3. International City/County Management Association FY15 Benchmark Data for Jurisdictions with 250,000-499,000 population
4. Due to the rate of increase in call volume outpacing the 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 Estimate	FY 2019 Estimate
T11	Strategic Target: Train 8,500 citizens in CPR/AEDs between FY17-FY21¹	1,572	1,700	1,800

1. In order to train 8,500 citizens in CPR and AED use over the next five years, EMS will continue to partner with businesses, organizations, churches and schools to reach this goal. Additionally, EMS will host several larger events such as "Press the Chest" to reach out to the entire community.

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Q3	Number of calls for service responded to.	40,181	41,476	42,928	44,430
Q3	Number of transports made.	27,610	28,392	29,292	30,320
Q3, Q4	Number of public education events conducted annually.	160	150	160	160
Q3, Q4	Number of public access Automated External Defibrillators (AEDs) registered with the Division.	855	858	905	905
Q3,	Percent of trauma alert patients correctly identified by paramedics annually.	97%	99%	90%	95%
Q3	Percent of stroke alert patients correctly identified by paramedics annually.	84%	N/A ¹	86%	88%
Q3	Percent of STEMI patients correctly identified by paramedics annually. ²	96%	94%	90%	90%
Q3	Percent of STEMI EKGs transmitted to receiving hospital by paramedics annually. ²	100%	100%	90%	95%

1. At the time of reporting, the final numbers were not available as a result of a delay in data retrieval due to the implementation of new Electronic Patient Care Reporting software. It is estimated that the percentage will fall within the range of the previous year's percentage.
2. ST-Elevation Myocardial Infarction (STEMI) is a serious type of heart attack during which one of the heart's major arteries is blocked.

Leon County Fiscal Year 2019 Adopted Budget

Office of Public Safety

Emergency Medical Services (135-185-526)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	10,664,670	11,124,505	11,288,211	-	11,288,211	11,593,638
Operating	5,038,227	5,246,063	5,241,388	102,184	5,343,572	5,349,539
Transportation	887,655	1,056,878	934,579	-	934,579	934,579
Capital Outlay	7,145	38,000	38,000	-	38,000	38,000
Total Budgetary Costs	16,597,697	17,465,446	17,502,178	102,184	17,604,362	17,915,756
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
135 Emergency Medical Services MSTU	16,597,697	17,465,446	17,502,178	102,184	17,604,362	17,915,756
Total Revenues	16,597,697	17,465,446	17,502,178	102,184	17,604,362	17,915,756
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Medical Director	1.00	1.00	1.00	-	1.00	1.00
Director Office of Public Safety & EMS Chief	1.00	1.00	1.00	-	1.00	1.00
EMS Division Manager	2.00	2.00	2.00	-	2.00	2.00
EMS Quality Improvement & Education Manager	1.00	1.00	1.00	-	1.00	1.00
EMS Field Operations Supervisor	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	13.00	13.00	12.00	-	12.00	12.00
Administrative Associate V	2.00	2.00	2.00	-	2.00	2.00
Paramedic II (Level 1) – System Status	12.00	12.00	13.00	-	13.00	13.00
Paramedic I	8.00	11.00	9.00	-	9.00	9.00
EMS Medical Billing Technician	-	1.00	1.00	-	1.00	1.00
EMT I	-	3.00	-	-	-	-
EMS Supply Technician	2.00	2.00	2.00	-	2.00	2.00
Paramedic I - Part-Time	4.80	4.80	3.60	-	3.60	3.60
EMT I - Part-Time	0.60	-	1.20	-	1.20	1.20
EMS Financial Analyst	1.00	1.00	1.00	-	1.00	1.00
EMT I - System Status	9.00	9.00	3.00	-	3.00	3.00
Paramedic I - System Status	34.00	32.00	40.00	-	40.00	40.00
Paramedic II (Level I) - PT	0.60	1.80	1.80	-	1.80	1.80
Paramedic - System Status	4.00	4.00	2.00	-	2.00	2.00
Paramedic II (Level 2) – System Status	3.00	2.00	2.00	-	2.00	2.00
EMT II - System Status	4.00	6.00	10.00	-	10.00	10.00
Paramedic II (Level I)	1.00	2.00	1.00	-	1.00	1.00
EMT II	8.00	8.00	10.00	-	10.00	10.00
EMT II - Part-Time	1.20	0.60	0.60	-	0.60	0.60
Financial Compliance Manager	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	121.20	128.20	128.20	-	128.20	128.20
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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

Leon County Fiscal Year 2019 Adopted Budget

Office of Public Safety

Emergency Medical Services (135-185-526)

The major variances for the FY 2019 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 estimated at 7%, and funding for performance raises in a range of 0% 5% based on a 3% average.
2. Budget proposal of \$102,184 reflects contractual services increase of \$70,196 associated with the Advanced Life Support agreement with the City of Tallahassee Fire Department, \$9,500 for the addition of pediatric emergency medication dosing standards, and \$22,488 for operating supply increases in disposables and medical supplies.

Decreases to Program Funding:

1. Transportation costs decreased in the amount of \$122,299, associated with lower insurance premiums and a reduction in diesel fuel costs. Diesel fuel costs did not increase as much as the market anticipated in FY 2018 resulting in savings in FY 2019.

Leon County Fiscal Year 2019 Adopted Budget

Office of Public Safety

Animal Control (140-201-562)

Goal	The goal of the Division of Animal Control is to improve the well-being of citizens and animals through humane education, prevention, and enforcement programs for the citizens and domestic animals of Leon County.
Core Objectives	<ol style="list-style-type: none"> 1. Assist the Health Department with Rabies prevention and control in the county's unincorporated and incorporated areas. 2. Patrol for stray, nuisance, or dangerous animals including humane trapping. 3. Investigate allegations of neglect or cruelty to animals and resolve complaints. 4. State designated agency for coordination of local Animal Disaster Relief/Recovery Plan. 5. 24 hour emergency rescue and medical care of sick, diseased and/or injured domestic animals. 6. Conducts Animal Bite Prevention Program and other community outreach programs for children and adults in the county's unincorporated and incorporated areas.
Statutory Responsibilities	Leon County Code of Laws, Chapter 4 "Animals"; *Florida Statute Chapter 828 "Animals; Cruelty; Sales; Animal Enterprise Protection" *Florida Administrative Code, Chapter 64D-3 "Control of Communicable Diseases and Conditions Which May Significantly Affect Public Health" *Florida Statute, Chapter 767 "Damage by Dogs" *Florida Statute, Chapter 585 "Animal Industry" *Florida Statute, Chapter 588 "Legal Fences and Livestock At Large"
Advisory Board	Dangerous Animal Classification Committee (Leon County Code of Laws, Chapter 4, Section 4-93 (g)) Leon County Advisory Committee (Leon County Code of Laws, Chapter 4, Section 4-32)

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
Q3,Q4	Field deployed staff to population ¹	1 : 19,599 ¹	1:15,000 to 18,000 ²

1. Calculation based on unincorporated area population (97,996).
2. Florida Animal Control Association 2013 policy statement on recommended staffing.

Performance Measures

Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Q3,Q4	Maintain customer complaint rate at 5 per 1,000 calls received.	1.8	1.0	5.0	5.0
Q3,Q4	Number of citations issued.	106	133	150	150
Q3,Q4	Number of field service calls (bite and service calls including follow-ups) ¹	6,286	3,347	3,500	3,500
Q3,Q4	Return 7% of lost pets to their owners annually.	4.5%	3.2%	7%	7%
Q3,Q4	Reduce field impounds at the Animal Shelter by 3% annually.	8.5%	1%	3%	3%

- Notes:
1. Leon County established a partnership with the Florida Department of Health (DOH) which has taken over bite investigation responsibilities which has decreased the number of incidents, citations, service calls and follow ups officers are handling from prior years.

Leon County Fiscal Year 2019 Adopted Budget

Office of Public Safety

Animal Control (140-201-562)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	406,728	448,589	448,512	-	448,512	462,886
Operating	1,013,592	918,125	905,055	-	905,055	944,591
Transportation	39,228	59,588	54,134	-	54,134	54,134
Grants-in-Aid	71,250	71,250	71,250	-	71,250	71,250
Total Budgetary Costs	1,530,798	1,497,552	1,478,951	-	1,478,951	1,532,861
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
140 Municipal Service	1,530,798	1,497,552	1,478,951	-	1,478,951	1,532,861
Total Revenues	1,530,798	1,497,552	1,478,951	-	1,478,951	1,532,861
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Director of Animal Control	1.00	1.00	1.00	-	1.00	1.00
Senior Animal Control Officer	1.00	1.00	1.00	-	1.00	1.00
Animal Control Officer	4.00	4.00	4.00	-	4.00	4.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalent (FTE)	7.00	7.00	7.00	-	7.00	7.00

The major variances for the FY 2019 Animal Control budget are as follows:

Decreases to Program Funding:

1. Personnel reduction due to decrease in life and health insurance costs related to personnel changes.
2. A decrease of \$13,070 in contractual services is due to the reduction in funding needed for the Animal Shelter year end actuals based on the new contract for FY 2019.
3. Vehicle repair and maintenance decreased in the amount of \$413 associated with an estimated decrease in the amount of vehicle maintenance needed, based on previous years.
4. Vehicle coverage decreased in the amount of \$1,694 associated with lower insurance premiums.
5. Reduction of \$3,347 in fuel and oil as diesel fuel costs did not increase as much as the market anticipated in FY 2018 resulting in savings in FY 2019.

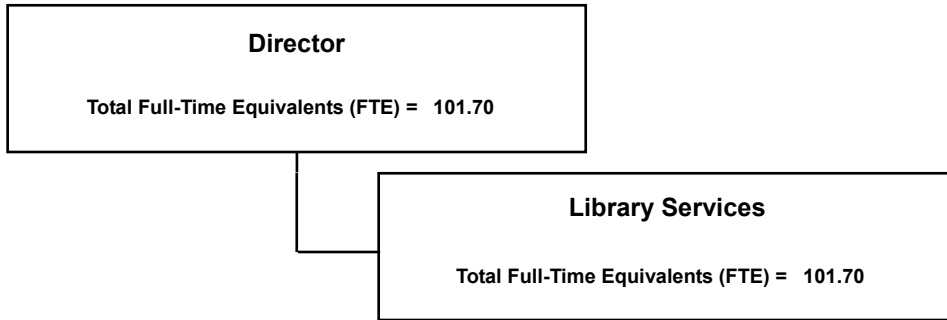
Leon County Fiscal Year 2019 Adopted Budget

Office of Library Services

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Leon County Fiscal Year 2019 Adopted Budget

Office of Library Services



Leon County Fiscal Year 2019 Adopted Budget

Office of Library Services

Executive Summary

The Office of Library Services section of the Leon County FY 2019 Annual Budget includes the Divisions of Library Policy, Planning & Operations, Library Public Services, and Library Collection Services. The Division of Library Policy and Planning provides guidance and planning regarding the implementation of all library system goals and objectives. The Division of Library Public Services provides for the general operation and management of customer support and services at the main and branch libraries. The Division of Collection Services manages the procurement and distribution of the library materials collection. Library staff members offer services to library users and the public throughout the library system, with specialized services available at the Main Library.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Office of Library Services' Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

The Summer Reading Program offers programs and enrichment at all library locations each summer. Children's Story Time, Baby Time and Lego Club programs are offered year round, and book groups meet at every location. Meeting rooms available for community meetings are widely used by the public. The Literacy Program offers one-on-one tutoring in basic skills and English language classes. Public-access computers are available for users at every location.

During FY 2018, a pilot mobile hotspot lending program was introduced. The successful Leon County Library Lecture Series offered four lectures of interest to the community. The Seed Library presented the fourth year of seeds and related programs in cooperation with Leon County Extension Services. The Telescope Lending Program continues to be popular. Mobile Printing from handheld and remote devices was introduced to library users. The Friends of the Library donate annually to Literacy and continue to support and raise awareness throughout the community.

Leon County Fiscal Year 2019 Adopted Budget

Office of Library Services
Business Plan

Mission Statement

The mission of the Leon County Office of Library Services is to enrich the community by Inspiring a love of reading, providing a dynamic resource for intellectual, creative and recreational pursuits, and enabling residents to live a life of learning.

Strategic Priorities

Quality of Life

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

Governance

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

Strategic Initiatives
October 1, 2017 – September 30, 2021

1. Explore opportunities to increase high speed internet access through a “mobile hot spot” lending program. (Q2, G1)

Actions

1. Mobile Hotspot procedure have been developed; the devices were selected and put in Library Services service in July 2018.

Bold Goals and Five-Year Targets

Strategic Target: *Double the number of downloadable books at the library. (T9)*

	FY 2017	FY 2018 ¹	FY 2019	FY 2020 through FY 2021	Total
Downloadable E-books ²	10,002 ³	10,875	12,375	TBD	12,375

Notes:

1. The reporting for FY 2018 are estimates only. At the time this document was published, the fiscal year for 2018 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2020 Budget.
2. At the start of the Fiscal Year 2017, Leon County’s libraries had 13,500 downloadable books in circulation. 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.
3. The substantial increase in the number of downloadable ebooks is due to the addition of 10,002 ebooks, 74% of the County’s five-year Target, when Leon County joined the Panhandle Library Access Network (PLAN), which allows regional libraries to cooperatively purchase E-Books, E-Audio Books, E-Magazines, and other electronic products.

Leon County Fiscal Year 2019 Adopted Budget

Office of Library Services

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	5,165,149	5,568,401	5,760,035	-	5,760,035	5,961,811
Operating	724,507	794,730	785,197	10,655	795,852	798,733
Transportation	5,638	14,652	11,694	-	11,694	11,694
Capital Outlay	613,544	627,005	622,505	10,000	632,505	632,505
Grants-in-Aid	3,000	3,000	-	-	-	-
Total Budgetary Costs	6,511,838	7,007,788	7,179,431	20,655	7,200,086	7,404,743
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Library Services	6,511,838	7,007,788	7,179,431	20,655	7,200,086	7,404,743
Total Budget	6,511,838	7,007,788	7,179,431	20,655	7,200,086	7,404,743
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	6,511,838	7,007,788	7,179,431	20,655	7,200,086	7,404,743
Total Revenues	6,511,838	7,007,788	7,179,431	20,655	7,200,086	7,404,743
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Library Services	101.70	101.70	101.70	-	101.70	101.70
Total Full-Time Equivalents (FTE)	101.70	101.70	101.70	-	101.70	101.70
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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

Leon County Fiscal Year 2019 Adopted Budget

Office of Library Services

Library Services – (001-240,241,242-571)

Goal	The goal of the LeRoy Collins Leon County Public Library System is to enrich the community by inspiring a love of reading, providing a dynamic resource for intellectual, creative and recreational pursuits, and enabling residents to live a life of learning.
Core Objectives	<ol style="list-style-type: none"> 1. Provide library materials circulation services, including check-out, check-in, reserves, patron registration, and collection for overdue and damaged materials. 2. Provide reference, information and technology assistance and readers' advisory service in person, by telephone, online and by mail. 3. Provide programs, enrichment and learning opportunities for all ages, including literacy services, Baby Time, Story Time, Summer Reading Program, book groups, author presentations and other programs. 4. Offer online services, including online catalog, requests and reserves, subscription online resources, patron account management, events calendar, and information for library users. 5. Provide public access to internet computers, printers, typewriters, wifi and coin-operated scanning and photocopying. 6. Offer voter registration, space for free income tax forms and assistance, and meeting rooms with projectors or smart TVs available for public use. 7. Order, receive, catalog, and process all library collection materials. 8. Maintain integrity of system catalog and participate in the national library catalog database. 9. Maintain and enhance the public interface to the library system's catalog. 10. Maintain a library system-wide courier service.
Statutory Responsibilities	Leon County Code, Appendix C-Special Acts, Chapter 10 "Library"; Florida Statutes, Chapter 257 "Public Libraries and State Archives"; Florida Administrative Code, Chapter 1B-2 "State Aid to Libraries Grant Program."
Advisory Board	Library Advisory Board

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
Q2	Cost Per Capita	\$22.02	14 th of 32
Q2	Materials Expenditures Per Capita	\$2.19	15 th of 32
Q2	Circulation Items Per Capita	5.19	14 th out of 32
Q2	Square feet Per Capita (State Standard 0.6 sf)	.56	8 th out of 32
Q2	FTE per 1,000 population (same as Brevard and Volusia counties)	.37/1,000	5 th out of 32
Q2	Internet terminals Use per 1,000 population	1.37/1,000	4 th out of 32
Q2	Number of Individual Registered Users (% of total population)	65%	7 th out of 32

Benchmark Source:

1. State Library of Florida, Annual Public Library Statistics and Ranking Tables 2015-16 (most current vetted information) for libraries with service population 100,001-750,000.

Strategic Plan Bold Goals and Five-Year Targets				
Reference	Measure	FY 2017 Actual	FY 2018 Estimate	FY 2019 Estimate
T9	Strategic Target: Double the number of downloadable books at the library¹	10,002²	10,875	12,375³

Notes:

1. At the start of the Fiscal Year 2017, Leon County's libraries had 13,500 downloadable books in circulation. 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.
2. In FY 2017, Library Services added 10,002 new downloadable books to their collection, 74% of the County's five-year Target. This substantial increase is the result of Leon County joining the Panhandle Library Access Network (PLAN), which allows regional libraries to cooperatively purchase E-Books, E-Audio Books, E-Magazines, and other electronic products.
3. An estimated 873 downloadable e-books will be added in FY2018; an additional 1,500 in FY 2019.

Leon County Fiscal Year 2019 Adopted Budget

Office of Library Services

Library Services – (001-240,241,242-571)

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Q2	Number of total Library visits.	979,658	970,268	950,000	960,000
Q2	Number of items in Library Collection.	810,605	786,128	825,000	825,000
Q2	Number of total Material Circulation ¹ .	1,581,547	1,492,333	1,300,000	1,325,000
Q2	Number of total computer uses ² .	1,679,897	1,610,876	1,700,000	1,750,000
Q2	Number of new volumes cataloged.	42,615	42,972	40,000	42,000
Q2	Number of Library programs held.	1,013	1,159	900	1,200
Q2	Number of Library program attendance.	31,482	30,311	30,000	33,000
Q2	Number of entries that the library develops as the first record of a particular item for the shared international cataloging database.	109	124	100	120
G1	Daily average number by month of Engaged Facebook users.	76	81	80	85
G1	Number of Facebook likes.	4,774	5,510	5,500	6,500

Notes:

1. Number of total Material Circulation includes circulation of downloadable ematerials (ebooks, eaudiobooks, emagazines, e-graphic novels, etc.). The number of printed materials in circulation has greatly decreased, as the number of downloadable items in circulation gradually increases.
2. "Total computer uses includes" library subscription database (online resources) use; due to decreasing use and budget constraints, five subscription databases were dropped for FY18. Funds are redirected for popular downloadable e-materials and high-demand popular books. (15 databases covering a wide variety of high-interest topics are available for use in the libraries and remotely with a library card through "Online Resources" on the Library website.)

Leon County Fiscal Year 2019 Adopted Budget

Office of Library Services

Library Services Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	5,165,149	5,568,401	5,760,035	-	5,760,035	5,961,811
Operating	724,507	794,730	785,197	10,655	795,852	798,733
Transportation	5,638	14,652	11,694	-	11,694	11,694
Capital Outlay	613,544	627,005	622,505	10,000	632,505	632,505
Grants-in-Aid	3,000	3,000	-	-	-	-
Total Budgetary Costs	6,511,838	7,007,788	7,179,431	20,655	7,200,086	7,404,743
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Lib - Policy, Planning, & Operations (001-240-571)	815,921	864,350	891,914	-	891,914	907,984
Library Collection Services (001-242-571)	1,516,974	1,552,913	1,580,116	20,655	1,600,771	1,632,904
Library Public Services (001-241-571)	4,178,943	4,590,525	4,707,401	-	4,707,401	4,863,855
Total Budget	6,511,838	7,007,788	7,179,431	20,655	7,200,086	7,404,743
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	6,511,838	7,007,788	7,179,431	20,655	7,200,086	7,404,743
Total Revenues	6,511,838	7,007,788	7,179,431	20,655	7,200,086	7,404,743
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Lib - Policy, Planning, & Operations	6.00	6.00	6.00	-	6.00	6.00
Library Public Services	82.70	82.70	82.70	-	82.70	82.70
Library Collection Services	13.00	13.00	13.00	-	13.00	13.00
Total Full-Time Equivalentents (FTE)	101.70	101.70	101.70	-	101.70	101.70
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Library Public Services	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalentents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2019 Adopted Budget

Office of Library Services

Library Services - Lib - Policy, Planning, & Operations (001-240-571)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	412,754	430,146	456,376	-	456,376	472,446
Operating	400,167	431,204	435,538	-	435,538	435,538
Grants-in-Aid	3,000	3,000	-	-	-	-
Total Budgetary Costs	815,921	864,350	891,914	-	891,914	907,984
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	815,921	864,350	891,914	-	891,914	907,984
Total Revenues	815,921	864,350	891,914	-	891,914	907,984
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Library Director	1.00	1.00	1.00	-	1.00	1.00
Admin. & Operations Manager	1.00	1.00	1.00	-	1.00	1.00
Library Budget & Collection Development Manager	1.00	1.00	1.00	-	1.00	1.00
Library Services Specialist	1.00	1.00	-	-	-	-
Administrative Associate V	1.00	1.00	2.00	-	2.00	2.00
Administrative Associate VI	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 2019 Library Services budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7% and funding for performance raises in a range of 0%- 5% based on a 3% average.
2. \$1,300 to cover costs associated with special event promotion and an increase in the cost of subscription to the Panhandle Library Access Network.

Leon County Fiscal Year 2019 Adopted Budget

Office of Library Services

Library Services - Library Public Services (001-241-571)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	4,012,913	4,372,852	4,513,387	-	4,513,387	4,669,361
Operating	161,660	198,521	182,320	-	182,320	182,800
Transportation	4,370	14,652	11,694	-	11,694	11,694
Capital Outlay	-	4,500	-	-	-	-
Total Budgetary Costs	4,178,943	4,590,525	4,707,401	-	4,707,401	4,863,855
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	4,178,943	4,590,525	4,707,401	-	4,707,401	4,863,855
Total Revenues	4,178,943	4,590,525	4,707,401	-	4,707,401	4,863,855
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Literacy Project Coordinator	1.00	1.00	1.00	-	1.00	1.00
Library Special Services Coordinator	3.00	3.00	3.00	-	3.00	3.00
Library Services Coordinator	10.00	10.00	10.00	-	10.00	10.00
Sr. Library Services Specialist	1.00	1.00	1.00	-	1.00	1.00
Applications Systems Analyst I	1.00	-	-	-	-	-
Applications Systems Analyst II	-	1.00	1.00	-	1.00	1.00
Sr. Library Assistant	14.00	16.00	16.00	-	16.00	16.00
Library Assistant	1.00	1.00	1.00	-	1.00	1.00
Information Professional	16.00	16.00	16.00	-	16.00	16.00
Sr. Library Services Specialist	3.00	3.00	3.00	-	3.00	3.00
Library Services Specialist	8.00	8.00	9.00	-	9.00	9.00
Library Services Manager	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	-	1.00	-	-	-	-
Administrative Associate IV	1.00	-	-	-	-	-
Computer Support Technician	1.00	1.00	1.00	-	1.00	1.00
Information Professional	2.50	2.50	2.50	-	2.50	2.50
Library Services Specialist - PT	0.50	0.50	0.50	-	0.50	0.50
Sr. Library Assistant-PT	7.20	5.20	5.20	-	5.20	5.20
Library Assistant-PT	11.50	11.50	11.50	-	11.50	11.50
Total Full-Time Equivalents (FTE)	82.70	82.70	82.70	-	82.70	82.70
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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

Leon County Fiscal Year 2019 Adopted Budget

Office of Library Services

Library Services - Library Public Services (001-241-571)

The major variances for the FY 2019 Library Public Services budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average.

Decreases to Program Funding:

1. Vehicle coverage decreased in the amount of \$723 associated with lower insurance premiums.
2. Vehicle repair and maintenance decreased in the amount of \$460 associated with an anticipated decrease in the amount of vehicle maintenance needed,.
3. Rentals & leases in the amount of \$6,232.
4. Fuel costs in the amount of \$1,775 for an anticipated decrease in consumption.
5. Decrease of \$4,500 associated with the completed replacement of security equipment in the previous fiscal year.

Leon County Fiscal Year 2019 Adopted Budget

Office of Library Services

Library Services - Library Collection Services (001-242-571)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	739,482	765,403	790,272	-	790,272	820,004
Operating	162,680	165,005	167,339	10,655	177,994	180,395
Transportation	1,268	-	-	-	-	-
Capital Outlay	613,544	622,505	622,505	10,000	632,505	632,505
Total Budgetary Costs	1,516,974	1,552,913	1,580,116	20,655	1,600,771	1,632,904
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	1,516,974	1,552,913	1,580,116	20,655	1,600,771	1,632,904
Total Revenues	1,516,974	1,552,913	1,580,116	20,655	1,600,771	1,632,904
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Sr. Library Assistant	1.00	1.00	1.00	-	1.00	1.00
Courier	1.00	1.00	1.00	-	1.00	1.00
Information Professional	1.00	1.00	1.00	-	1.00	1.00
Library Services Specialist	8.00	8.00	8.00	-	8.00	8.00
Library Services Manager	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)	13.00	13.00	13.00	-	13.00	13.00

The major variances for the FY 2019 Library Collection Services budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% 5% based on a 3% average.
2. \$10,655 for the license renewal fees associated with the interlibrary loan management system.
3. Increase of \$10,000 for books, publications & library materials to help meet the anticipated cost of attaining the 5-year Target (T9) for the Bold Goals of the FY 2017-2021 Strategic Plan.

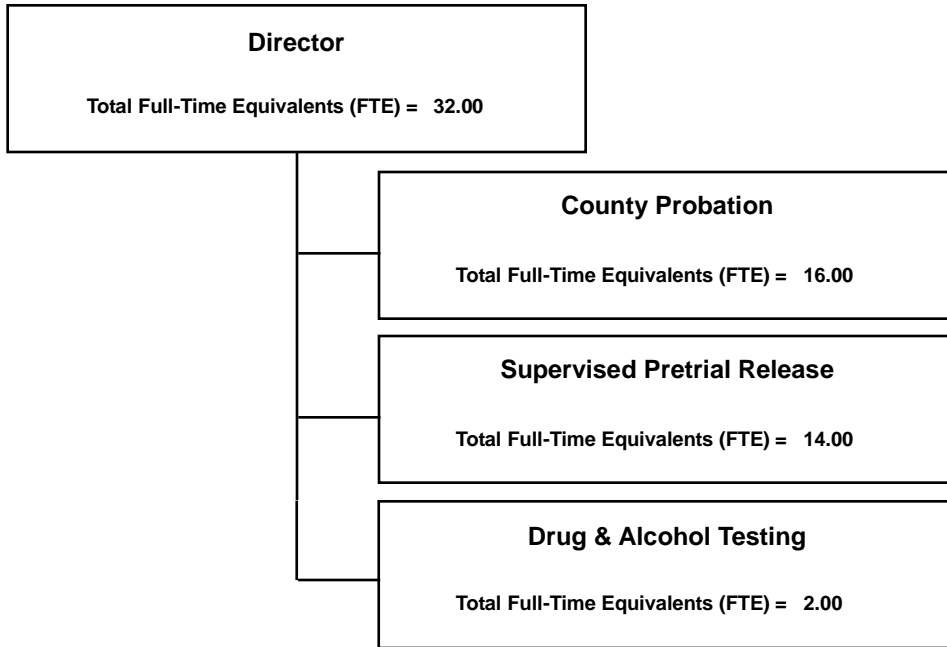
Leon County Fiscal Year 2019 Adopted Budget

Office of Intervention & Detention Alternatives

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Leon County Fiscal Year 2019 Adopted Budget

Office of Intervention & Detention Alternatives



Leon County Fiscal Year 2019 Adopted Budget

Office of Intervention & Detention Alternatives

Executive Summary

The Office of Intervention & Detention Alternatives section of the Leon County FY 2019 Annual Budget is comprised of County Probation, Supervised Pretrial Release (SPTR), Drug and Alcohol Testing, and managing the funding contract in the Juvenile Assessment Center and other related division contracts.

The Office of Intervention & Detention Alternatives (IDA) assists in jail population management and court ordered monitoring activities. Probation supervises and monitors offenders' compliance with court ordered sentencing conditions. Supervised Pretrial Release provides defendant monitoring and enforcement of court-ordered conditions of jail release. Drug & Alcohol Testing administers court-ordered urinalysis and alcohol testing to County Probation offenders and SPTR defendants.

On 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 Office of Intervention & Detention Alternatives Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

The Office of Intervention & Detention Alternatives provides staff support to the Public Safety Coordinating Council, which focuses on jail population management and recidivism issues. In addition, this Office is responsible for the County functions related to the "Dori Slosberg Driver Education Safety Act," The Juvenile Civil Citation Program, and liaison functions with the State Attorney, Public Defender, law enforcement, and the Courts.

The Office of Intervention and Detention Alternatives participated in Court hearings held during the fourth annual Veterans Stand Down event by providing pretrial and probation services for homeless veterans. The continues to provide \$125,000 in annual recurring funds was allocated to Leon County for the establishment of a Veteran's Court. This funding supports the Veterans Pretrial Intervention Officer position within the Office of IDA to assist in coordinating mental health, substance abuse treatment, and services for veterans. 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 March 2018, the Board approved a one-time funding allocation for the Bethel Ready4Work program to provide re-entry services to individuals being released from the Leon County Detention Facility. The program offers critical services such as employability training, transitional housing, job placement assistance, and mental health and substance abuse counseling to aid former offenders to successfully re-enter the community. The objective of this program is to assist all citizens in attaining a better quality of life and reducing factors which may be impacting criminal activity.

With funds allocated through the Dori Slosberg Fund, a total of 883 students from five public high schools received road driving experience from a certified driver's education instructor.

In an effort to further assist offenders in completing their conditions and not return to the criminal justice system, the Office of IDA began collecting data to determine what resources offenders believed they needed to assist them in successful completion of their court ordered conditions. Offenders were asked about housing, health education, employment and transportation needs. Employment, transportation and education were identified as the greatest areas of need among those supervised. The Office of IDA is participating in the SPIRIT (Suppression-Prevention-Intervention-Referral-Intelligence-Tool) Project with the Leon County Sheriff's Office to provide a comprehensive web based catalog of community services partners. This portal will electronically connect IDA staff, and offenders with community service partners. The SPIRIT application provides data to analyze measurable outcomes. The Office of IDA will continue work with Court Administration to develop a formal process so that judges may give consideration of these needs during violation hearings.

Leon County Fiscal Year 2019 Adopted Budget		
Intervention & Detention Alternatives Business Plan		
Mission Statement	The mission of the Leon County Office of Intervention and Detention Alternatives is to provide information to the courts, which support judicial custody release decisions, and provide alternatives to incarceration to persons accused of crimes and offenders, which hold them accountable, improve their ability to live lawfully and productively in the community, enhance the overall administration of justice, and support community safety and well-being.	
Strategic Priorities	<p>Governance</p> <ul style="list-style-type: none"> Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County’s core practices. (G4) <p>Quality of Life</p> <ul style="list-style-type: none"> Support and promote access to basic health and welfare services to our community members most in need. (Q4) 	
Strategic Initiatives October 1, 2017 – September 30, 2021	1. Identify and evaluate pretrial alternatives to incarceration for low level and non-violent offenders through regional partnerships and state and national efforts, including data-driven justice initiatives. (Q4) Ongoing	
Actions	<p>1a. Continued participation in Data Driven Justice biweekly telephone conferences. (Q4) Pretrial Release Probation</p> <p>1b. Further staff development through training with community agencies to assist in identifying health and well-being needs of offenders to connect them with community resources. (Q4) Pretrial Release, Probation, Drug and Alcohol Testing Division (DATD)</p> <p>1c. Continued participation in problem-solving courts to provide intensive supervision and treatment as an alternative to incarceration. (Q4) Pretrial Release, Probation</p> <p>1d. Evaluation strategies to implement job readiness programs with community partners for pre and post-sentence offenders. (Q4) Pretrial Release, Probation</p>	

Leon County Fiscal Year 2019 Adopted Budget

Office of Intervention & Detention Alternatives

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,943,007	2,143,875	2,260,889	-	2,260,889	2,341,579
Operating	417,716	500,081	500,242	-	500,242	500,242
Grants-in-Aid	247,759	247,759	247,759	-	247,759	247,759
Total Budgetary Costs	2,608,482	2,891,715	3,008,890	-	3,008,890	3,089,580
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
County Probation	1,417,305	1,510,904	1,585,176	-	1,585,176	1,629,543
Supervised Pretrial Release	1,055,385	1,226,589	1,269,551	-	1,269,551	1,302,485
Drug & Alcohol Testing	135,792	154,222	154,163	-	154,163	157,552
Total Budget	2,608,482	2,891,715	3,008,890	-	3,008,890	3,089,580
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	247,759	247,759	247,759	-	247,759	247,759
110 Fine and Forfeiture	100,000	100,000	100,000	-	100,000	100,000
111 Probation Services	2,260,723	2,503,956	2,621,131	-	2,621,131	2,701,821
125 Grants	-	40,000	40,000	-	40,000	40,000
Total Revenues	2,608,482	2,891,715	3,008,890	-	3,008,890	3,089,580
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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

Leon County Fiscal Year 2019 Adopted Budget

Office of Intervention & Detention Alternatives

County Probation Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,045,462	1,120,705	1,197,487	-	1,197,487	1,241,854
Operating	124,084	142,440	139,930	-	139,930	139,930
Grants-in-Aid	247,759	247,759	247,759	-	247,759	247,759
Total Budgetary Costs	1,417,305	1,510,904	1,585,176	-	1,585,176	1,629,543
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
County Probation (111-542-523)	1,069,546	1,163,145	1,237,417	-	1,237,417	1,281,784
Diversions Programs (110-508-569)	100,000	100,000	100,000	-	100,000	100,000
Line Item - Detention/Correction (001-888-523)	247,759	247,759	247,759	-	247,759	247,759
Total Budget	1,417,305	1,510,904	1,585,176	-	1,585,176	1,629,543
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	247,759	247,759	247,759	-	247,759	247,759
110 Fine and Forfeiture	100,000	100,000	100,000	-	100,000	100,000
111 Probation Services	1,069,546	1,163,145	1,237,417	-	1,237,417	1,281,784
Total Revenues	1,417,305	1,510,904	1,585,176	-	1,585,176	1,629,543
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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

Leon County Fiscal Year 2019 Adopted Budget

Office of Intervention & Detention Alternatives

County Probation (111-542-523)

Goal	The goal of the Leon County Probation Division is to hold defendants accountable, improve their ability to live lawfully and productively in the community, and enhance the overall administration of justice and support community safety and well being.
Core Objectives	<ol style="list-style-type: none"> Supervise and monitor offenders' compliance with court ordered sentencing conditions, such as random drug and alcohol testing, participation in behavior modification programs, meetings with probation officers, not re-offending, and payment of restitution, fees and other court imposed costs. Offenders may be sentenced to County Probation for misdemeanor, traffic and some felony offenses. Execute affidavits of conditions violated to notify the courts when offenders violate court-ordered conditions. Attend court hearings and make recommendations to judges regarding sanctions to be imposed upon offenders who violate court-ordered conditions. Administer Community Service and County Probation work programs, which provide sentencing alternatives and reduce jail population. Administer random alcohol testing to defendants with court orders to abstain. Notify the Sheriff's Bailiffs to execute in-office arrests of offenders with outstanding warrants when they are in the Probation Office. Send more than 2,000 letters annually to notify offenders of their probation status to assist them in successfully completing their sentences. Maintain new cases as assigned by the courts with no loss of jurisdiction. Notify the Clerk of Courts when offenders complete their terms of probation so case records may be closed.
Statutory Responsibilities	Second Circuit Court Administrative Order, 86-60; Florida Statute, Chapter 948; Assist in meeting County responsibilities for prisoners under Florida Statute, Chapter 951 (County and Municipal Prisoners) through probation and supervised pretrial release services, which are lower cost alternatives to incarceration.
Advisory Board	Criminal Justice Coordinating Council; Public Safety Coordinating Council; Domestic Violence Coordinating Council; Mental Health Advisory Board; Florida Association of Community Corrections

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G4, Q4	Annual average workload hours per Probation Officer per month, per case based upon offender risk factors and blended caseload	1.44	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 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
G4, Q4	Average End of Month number of hours per case, per Probation Officer ¹	1.14	1.36	1.14	1.44
G4, Q4	Utilize intervention strategies to minimize technical violations to no more than 20% of the total supervised. ²	22%	21%	23%	22%
Q4	Schedule Work Program participants to defer Division of Operations labor costs by no less than \$175K annually (based upon min. wage only). ³	\$221,883	\$193,169	\$218,007	\$195,670
Q4	Monitor participants to ensure they complete no less than 70% of the court ordered Work Program days assigned. ⁴	74%	76%	76%	77%
Q4	Schedule community service participants to ensure the equivalent of no less than 20 FTE's available to Non-Profit Agencies.	23	24	23	23

Notes:

- The Division continues to utilize automation to perform case management tasks below the APPA benchmark for monthly hours allocated per blended caseload.
- Pre-arrest programs have successfully diverted the low risk population leaving probation with offenders who engage in high risk behaviors, which increases the likelihood of technical violations.
- As a result of process changes at the State Attorney's Office, Diversion participants may now elect Work Program or Community Service. A continued reduction is anticipated in the number of Work Program labor participants.
- The number of Work Program days missed decreased by 9% which resulted in a greater percentage of days completed.

Leon County Fiscal Year 2019 Adopted Budget

Office of Intervention & Detention Alternatives

County Probation - County Probation (111-542-523)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,045,462	1,120,705	1,197,487	-	1,197,487	1,241,854
Operating	24,084	42,440	39,930	-	39,930	39,930
Total Budgetary Costs	1,069,546	1,163,145	1,237,417	-	1,237,417	1,281,784
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
111 Probation Services	1,069,546	1,163,145	1,237,417	-	1,237,417	1,281,784
Total Revenues	1,069,546	1,163,145	1,237,417	-	1,237,417	1,281,784
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Director Office of Intervention & Detention Alternatives	1.00	1.00	1.00	-	1.00	1.00
Probation/Pretrial Officer I	3.00	3.00	3.00	-	3.00	3.00
Community Services Coordinator	1.00	1.00	1.00	-	1.00	1.00
Probation/Pretrial Officer II	4.00	4.00	4.00	-	4.00	4.00
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 2019 County Probation budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% 5% based on a 3% average.

Decreases to Program Funding:

1. Decrease in operating of \$2,651 due to offset increase in Pretrial and Release annualized copier costs.

Leon County Fiscal Year 2019 Adopted Budget

Office of Intervention & Detention Alternatives

County Probation - Line Item - Detention/Correction (001-888-523)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 2019 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 which maintains the operations of the Juvenile Assessment and Receiving Center (JARC) and \$25,000 for the Domestic Violence Coordinating Council which serves as the community's task force on domestic violence.

Leon County Fiscal Year 2019 Adopted Budget

Office of Intervention & Detention Alternatives

County Probation - Diversionary Programs (110-508-569)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	100,000	100,000	100,000	-	100,000	100,000
Total Budgetary Costs	100,000	100,000	100,000	-	100,000	100,000
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
110 Fine and Forfeiture	100,000	100,000	100,000	-	100,000	100,000
Total Revenues	100,000	100,000	100,000	-	100,000	100,000

The FY 2019 Diversionary Program budget is recommended at the same funding level as the previous fiscal year. The Public Safety Coordinating Council (PSCC) recommends programs to be funded from the allocation to the Board for approval.

Leon County Fiscal Year 2019 Adopted Budget

Office of Intervention & Detention Alternatives

Supervised Pretrial Release – Pretrial Release (111-544-523)

Goal	The goal of the Supervised Pretrial Release Division (SPTR) is to hold defendants accountable, improve their ability to live lawfully and productively in the community, and enhance the overall administration of justice and support community safety and well-being.
Core Objectives	<ol style="list-style-type: none"> 1. Screen and interview defendants booked in the Leon County jail on a 24/7 basis to assess whether defendants are eligible for release or must be held for First Appearance. Prepare information for the court's consideration at defendants' First Appearance hearings. 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' GPS units. Respond to alerts when the system detects possible equipment tampering, zone or curfew violations for active GPS, or other equipment issues. Advise the defendant, if warranted, to take corrective action. 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 Sheriff's Warrant Officers 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 conditions 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 2006-02-Uniform Bond Schedule and Pretrial Release Procedures Second Judicial Circuit, Florida; Florida Statute, Chapter 097.043 Citizens' Right-to-Know. Assist in meeting County responsibilities for prisoners under Florida Statute, Chapter 951 (County and Municipal Prisoners) through probation and supervised pretrial release services, which are lower cost alternatives to incarceration.
Advisory Board	Public Safety Coordinating Council; Criminal Justice Coordinating Committee; Justice Information Systems Users Group; Association of Pretrial Professionals of Florida; National Association of Pretrial Service Agencies

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G4, Q4	Annual average workload hours per Pretrial Officer, per case, per month based upon defendant risk factors and blended caseloads.	0.94	2.33

Benchmark Source: The American Probation and Parole Association (APPA), recommends that officers not exceed an average workload of 120 hours per month or 2.33 hours per case based on a blended caseload of low, medium and high risk cases. This APPA benchmark includes a number of tasks that Leon County either does not perform (i.e. home visits, drug testing and other administrative functions) or has automated these processes to improve efficiencies in case management. This produces a lower number of hours needed by Leon County Pretrial staff for caseload management.

Leon County Fiscal Year 2019 Adopted Budget

Office of Intervention & Detention Alternatives

Supervised Pretrial Release – Pretrial Release (111-544-523)

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
G4, Q4	Average End of Month number of hours per case, per Pretrial Officer ¹	1.04	0.94	1.04	0.81
G4,Q4	Utilize intervention strategies to minimize technical violations (OTSC) to no more than 10% of the total supervised. ²	8%	8%	9%	9%
G4,Q4	Utilize intervention strategies to ensure no fewer than 80% of defendants supervised successfully complete pretrial. ³	79%	78%	77%	78%
Q4	Divert jail operating costs by no less than \$10 million by promoting and utilizing supervised pretrial alternatives.	\$11.4	\$13.4	\$13.4	\$13.4

Notes:

1. The Division continues to utilize automation to perform case management tasks below the APPA benchmark for monthly hours allocated per blended caseload. Two FTE's have been assigned caseloads with pre and post sentenced offenders resulting in an overall decrease in the number of case hours per officer.
2. The number of technical violations is estimated to increase by 1% from FY 2017 actuals. This slight increase may be attributable to the supervision of low level offenses by defendants engaging in high risk behaviors which increases the likelihood of technical violations.
3. The number of defendants successfully completing pretrial supervision is expected to remain consistent with 2017 actuals.

Leon County Fiscal Year 2019 Adopted Budget

Office of Intervention & Detention Alternatives

Supervised Pretrial Release Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	788,621	915,638	955,949	-	955,949	988,883
Operating	266,764	310,951	313,602	-	313,602	313,602
Total Budgetary Costs	1,055,385	1,226,589	1,269,551	-	1,269,551	1,302,485
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
FDLE JAG Grant (125-982061-521)	-	40,000	40,000	-	40,000	40,000
Pretrial Release (111-544-523)	1,055,385	1,186,589	1,229,551	-	1,229,551	1,262,485
Total Budget	1,055,385	1,226,589	1,269,551	-	1,269,551	1,302,485
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
111 Probation Services	1,055,385	1,186,589	1,229,551	-	1,229,551	1,262,485
125 Grants	-	40,000	40,000	-	40,000	40,000
Total Revenues	1,055,385	1,226,589	1,269,551	-	1,269,551	1,302,485
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Pretrial Release	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalents (FTE)	14.00	14.00	14.00	-	14.00	14.00

Leon County Fiscal Year 2019 Adopted Budget

Office of Intervention & Detention Alternatives

Supervised Pretrial Release - Pretrial Release (111-544-523)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	788,621	875,638	915,949	-	915,949	948,883
Operating	266,764	310,951	313,602	-	313,602	313,602
Total Budgetary Costs	1,055,385	1,186,589	1,229,551	-	1,229,551	1,262,485
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
111 Probation Services	1,055,385	1,186,589	1,229,551	-	1,229,551	1,262,485
Total Revenues	1,055,385	1,186,589	1,229,551	-	1,229,551	1,262,485
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Pre-Trial Supervisor	1.00	1.00	1.00	-	1.00	1.00
Probation/Pretrial Officer II	8.00	7.00	7.00	-	7.00	7.00
Probation/Pretrial Officer II (GPS)	-	1.00	1.00	-	1.00	1.00
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 2019 Pretrial Release budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% 5% based on a 3% average.
2. Operating increase in the amount to \$2,651 to cover increased copier costs.

Leon County Fiscal Year 2019 Adopted Budget

Office of Intervention & Detention Alternatives

Supervised Pretrial Release - FDLE JAG Grant (125-982061-521)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	-	40,000	40,000	-	40,000	40,000
Total Budgetary Costs	-	40,000	40,000	-	40,000	40,000
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
125 Grants	-	40,000	40,000	-	40,000	40,000
Total Revenues	-	40,000	40,000	-	40,000	40,000

Level funding for the FY2019 FDLE JAG Grant Budget is as follows:

FY 2019 FDLE JAG Grant is anticipated in the amount of \$40,000, and it is contributing to partially offset the personnel costs of one Drug Screening Technician and one Probation/Pretrial Officer II. The two grant positions have been realigned to the Pretrial Release organization to provide more efficient management and operation. The personnel costs are captured in the Supervised Pretrial Release Division and charged back to the grant program for grant accounting purposes.

Leon County Fiscal Year 2019 Adopted Budget

Office of Intervention & Detention Alternatives

Drug & Alcohol Testing (111-599-523)

Goal	The goal of the Leon County Drug and Alcohol Testing Division is to assist county departments, the judicial system and other agencies in creating a safe and secure environment free from the adverse effects caused by abuse or misuse of alcohol and drugs.
Core Objectives	<ol style="list-style-type: none"> 1. Administer random urinalysis and alcohol breath tests to defendants and offenders with court-ordered conditions to abstain. 2. Provide urinalysis and alcohol breath test results to all court-ordered defendants. 3. Administer Department of Transportation (DOT) urinalysis collection and alcohol breath tests to County employees for Commercial Drivers' License (CDL), post-accident, return to duty, and reasonable suspicion referrals. 4. Ensure that staff are trained and certified to perform DOT urinalysis collection and alcohol breath tests. 5. Administer urinalysis tests to individuals referred by Leon County Department of Human Resources in accordance with established guidelines. 6. Administer drug and alcohol tests to individuals referred by outside agencies. 7. Submit all pre-employment, reasonable suspicion, and post-accident tests to a certified laboratory for confirmation results within 24 hours of collection. 8. Provide pre-employment, reasonable suspicion, return to duty and post-accident test results to referring agency within 48 hours of receipt. 9. 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 Work Place and Testing Policy, Florida Statute, Chapter 440, Section 440.102, Chapter 112, Section 112.0455. U.S. Department of Transportation and Regulation, Section 49CFR Part 40.33.
Advisory Board	Criminal Justice Coordinating Council; Public Safety Coordinating Council

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Q4	Number of alcohol tests administered annually to court ordered defendants ¹	14,023	15,601	15,473	15,563
Q4	Number of urinalysis tests administered annually to court ordered defendants ²	8,963	11,475	11,700	11,722
G4, Q4	Number of urinalysis collections performed annually for other agencies ³	462	464	471	466
G4, Q4	Number of DOT alcohol tests administered annually ⁴	12	20	10	5
Q4	Fees collected for alcohol tests ⁵	\$117,851	\$88,863	\$100,175	\$103,152
Q4	Fees Collected for urinalysis tests ⁶	\$136,679	\$167,463	\$152,235	\$152,609

Notes:

1. The Division anticipates a nominal decrease from the 2017 actuals in comparison to the 2018 estimates. This is attributed to a decrease in the number of defendants ordered this condition and the frequency of testing ordered which is solely at the court's discretion.
2. The Division anticipates a minimal increase from the 2017 actuals in comparison to the 2018 estimates. This is attributed to a decrease in defendants ordered this condition and the frequency of testing ordered which is solely at the court's discretion.
3. The Division anticipates the number of urinalysis collections for other agencies to remain consistent in FY 2018 and FY 2019.
4. Random Department of Transportation (DOT) alcohol tests are administered at the discretion of the Risk Manager. A policy change related to post-accident testing in FY 2017/2018 is expected to result in a decrease in the number of DOT alcohol tests.
5. The Division anticipates an 11% increase from 2017 actuals due to an increase in testing frequency for all Veterans Treatment Court participants.
6. Based on current trends for UA testing fee collections, the Division anticipates a decrease in FY 2018.

Leon County Fiscal Year 2019 Adopted Budget

Office of Intervention & Detention Alternatives

Drug & Alcohol Testing (111-599-523)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	108,924	107,532	107,453	-	107,453	110,842
Operating	26,868	46,690	46,710	-	46,710	46,710
Total Budgetary Costs	135,792	154,222	154,163	-	154,163	157,552
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
111 Probation Services	135,792	154,222	154,163	-	154,163	157,552
Total Revenues	135,792	154,222	154,163	-	154,163	157,552
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 2019 Drug & Alcohol Testing budget are as follows:

Decreases to Program Funding:

1. Personnel reduction due to decrease in life and health insurance costs related to personnel changes.

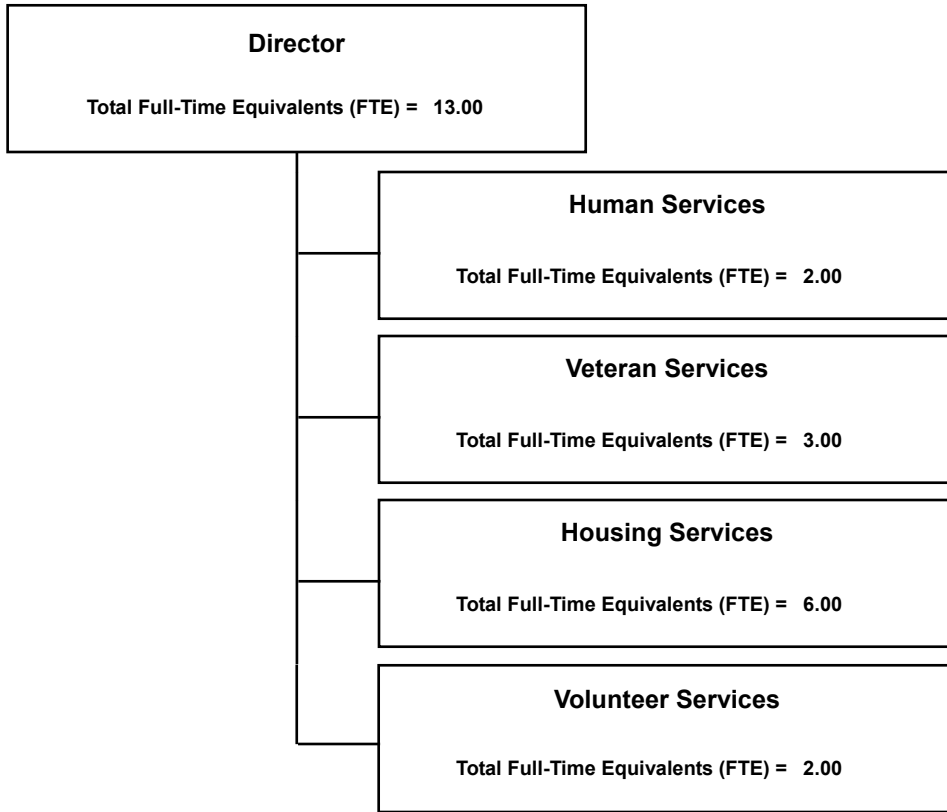
Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

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Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships



Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services and Community Partnerships

Executive Summary

The Office of Human Services and Community Partnerships section of the Leon County FY 2019 Annual Budget is comprised of Housing Services, Human Services, Primary Healthcare, Veteran Services, and Volunteer 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 CareNet providers serving the uninsured residents of Leon County. Veteran Services assists veterans and their dependents with processing benefit claims. Volunteer Services empowers citizens to answer local needs through volunteerism and community engagement.

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. In FY 2018, Housing Services completed its most recent Community Development Block Grant (CDBG) cycle which led to the rehabilitation of 19 homes of low-income residents in the unincorporated areas.

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). The Board established maximum discretionary funding levels and maintained the Community Human Service Partnership funding at \$1.2 million. In FY 2018, the policies and procedures of the Indigent Burial Program were revised which resulted in greater participation of funeral homes in the County's program.

The Primary Healthcare Program serves the residents of Leon County through the provision of primary healthcare, dental and mental health services to low income and uninsured Leon County residents in an efficient and cost effective manner. This is accomplished through the administration of primary healthcare funding. In addition, the Primary Healthcare Program manages the contracts of local healthcare providers (CareNet) participating in the Primary Healthcare Program. The local healthcare providers are: Bond Community Health Center, Neighborhood Medical Center, Capital Medical Society Foundation's We Care Network, FAMU Pharmacy, and Apalachee Center.

Veteran Services is responsible for administering the County Military Grant Program, providing counseling and assistance to Veterans and their dependents, processing benefit claims and also serves as the Veteran Liaison for the local community. The National Association of Counties (NACo) presented Achievement Awards to Leon County in various categories. One of the seven awards was in Human Services for Operation Thank You! This year, Leon County in partnership with the American Legion Sauls-Bridges Post 13 hosted an Operation Thank You Veterans Day Breakfast honoring Veterans. In FY 2018, Veteran Services partnered with ECHO, a local not-for-profit, to administer the County's Veteran Emergency Assistance Program (VEAP). VEAP offers emergency assistance to low-income Veterans for utilities, rent, and other basic needs.

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 in 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. Additionally, Volunteer Services oversees the County's Summer Youth Training Program which offers Leon County youth ages 14-26 the opportunity to gain employment with the County for a 4-6 week period. FY 2018, marked the first year that the County partnered with CareerSource Capital Region to enhance the Summer Youth Program by providing participating youth training on interviewing, dress for success, and other professional development skill sets.

Leon County Fiscal Year 2019 Adopted 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.
- G1 - Sustain a culture of transparency, accessibility, civility, and the highest standards of public service.
- G5 - Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner.

Strategic Initiatives
October 1, 2017 – September 30, 2021

- | | |
|---|-------------|
| 1. Work with the City of Tallahassee to develop a new CHSP process in-light of the United Way's decision to conduct a separate funds distribution process. (Q4, G1, G5)) | In Progress |
| 2. Support 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. (Q4, Q5) | Complete |
| 3. Work with community partners to expand appreciation of local veterans including recognition of National Pearl Harbor Remembrance Day. (Q7) | Ongoing |
| 4. Continue County support of primary healthcare through participation in CareNet in order to increase access to affordable healthcare for those in need. (Q4) | Ongoing |

Actions

- | | |
|---|--------------------|
| 1. Work with the City of Tallahassee to draft a new Memorandum of Understanding for the allocation of CHSP funds. | Human Services |
| 2. Status Report on the Joint County-City Affordable Housing Work Group's recommendations. | Housing Services |
| 3. Hosted in partnership with the Honor Flight Tallahassee the Honor Flight Reunion Dinner recognizing National Pearl Harbor Remembrance Day. | Veteran Services |
| 4. Consideration of FY 2019 funding for the Carenet Program. | Primary Healthcare |

Five-Year Targets and Bold Goals

Bold Goal: Secure more than \$100 million in Veteran Affairs (VA) benefits for Leon County veterans and their families. (BG3)

	FY 2017	FY 2018 ¹	FY 2019	FY 2020 through FY 2021	Total
Veteran Affairs Benefits	\$21,233,727	\$22,122,888	\$23,051,332	TBD	\$66,407,947

Notes:

1. The reporting for FY 2018 are estimates only. At the time this document was published, the fiscal year for 2018 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2020 Budget.
2. Veteran benefits are reported annually. The numbers are based on the projected amount of Veterans Compensation & Pension as well as Medical Care Expenditure reported by the VA for Leon County and adjusted for the unique clients served by the Leon County Veterans Office. The final numbers will be provided by the VA in the summer of 2019.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	887,288	967,535	1,009,205	-	1,009,205	1,043,194
Operating	2,460,801	2,551,691	2,529,302	24,750	2,554,052	2,603,931
Transportation	2,144	2,613	3,142	-	3,142	3,142
Capital Outlay	43,832	5,000	-	-	-	-
Grants-in-Aid	6,155,842	5,745,093	5,435,579	(10,415)	5,425,164	5,351,370
Total Budgetary Costs	9,549,907	9,271,932	8,977,228	14,335	8,991,563	9,001,637
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Human Services	7,440,258	7,759,392	7,698,530	1,335	7,699,865	7,848,202
Veteran Services	287,263	351,227	358,013	-	358,013	364,050
Housing Services	1,629,380	962,448	713,426	13,000	726,426	575,786
Volunteer Services	193,006	198,865	207,259	-	207,259	213,599
Total Budget	9,549,907	9,271,932	8,977,228	14,335	8,991,563	9,001,637
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	8,271,614	8,687,571	8,609,905	214,335	8,824,240	9,001,637
124 SHIP Trust	311,816	384,361	167,323	-	167,323	-
140 Municipal Service	200,000	200,000	200,000	(200,000)	-	-
161 Housing Finance Authority	766,477	-	-	-	-	-
Total Revenues	9,549,907	9,271,932	8,977,228	14,335	8,991,563	9,001,637
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Housing Services	6.00	6.00	6.00	-	6.00	6.00
Human Services	2.00	2.00	2.00	-	2.00	2.00
Veteran Services	3.00	3.00	3.00	-	3.00	3.00
Volunteer Services	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	13.00	13.00	13.00	-	13.00	13.00

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Human Services (001-370-527,562,563,564,569)

Goal	To serve as a safety net to enhance the quality of life for residents by providing resources, access to social services, and short term financial assistance.
Core Objectives	<ol style="list-style-type: none"> Ensure compliance with the following mandated programs and services through the provision of administrative and fiscal oversight: <ul style="list-style-type: none"> Indigent Burial, which covers the costs of burial for unclaimed bodies and indigent persons; Child Protection Exams, which provides funding for alleged victims of abuse or neglect; and Medical Examiner's Office. Reduce homelessness and hunger; and enhance health and safety through the provision of financial support from the Direct Emergency Assistance Program. Administer the Community Human Service Partnership Program (CHSP) which is an innovative collaboration between Leon County and the City of Tallahassee to effectively distribute community funds for human services throughout Leon County.
Statutory Responsibilities	<p>Florida Statute 406.50 mandates that Leon County is responsible for the burial of any dead human body that is unclaimed or indigent.</p> <p>Florida Statute 39.304(5) requires county governments to pay exam costs for children who are alleged to have been abused, abandoned, or neglected.</p>
Advisory Board	None

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimates	FY 2019 Estimates
Q4	Number of Disposition services provided for indigent, unclaimed, or unidentified persons through the Indigent Burial Program.	30	43	45	50
Q4	Number of Child Protection Exams Paid.	211	196	190	200
Q4	Number of families served by the Direct Emergency Assistance Program (DEAP). ¹	4	298	50	100
Q4	Number of Community Human Services Partnership (CHSP) agencies funded. ²	N/A	N/A	N/A	80

Notes:

- The increased number of families served by the DEAP program in FY 2017 was due to the events and aftermath of Hurricane Hermine. The largely unspent FY 2016 funding was carried forward into FY 2017.
- This is a new performance measure for Human Services; figures for FY 2016, FY 2017 and FY 2018 are not applicable.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Human Services Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	104,914	129,616	132,551	-	132,551	137,505
Operating	2,244,387	2,419,944	2,448,623	11,750	2,460,373	2,510,227
Capital Outlay	43,832	-	-	-	-	-
Grants-in-Aid	5,047,125	5,209,832	5,117,356	(10,415)	5,106,941	5,200,470
Total Budgetary Costs	7,440,258	7,759,392	7,698,530	1,335	7,699,865	7,848,202
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Baker Act & Marchman Act (001-370-563)	691,336	638,156	638,156	-	638,156	638,156
CHSP & Emergency Assistance (001-370-569)	1,253,086	1,365,720	1,364,543	5,750	1,370,293	1,371,256
Health Department (001-190-562)	221,841	237,345	237,345	-	237,345	237,345
Medicaid & Indigent Burials (001-370-564)	2,820,763	2,911,641	2,911,641	189,585	3,101,226	3,186,643
Medical Examiner (001-370-527)	598,738	524,022	460,225	-	460,225	520,191
Primary Health Care (001-971-562)	1,610,744	1,821,508	1,825,620	6,000	1,831,620	1,833,611
Primary Health Care-Trauma Center (140-971-562)	200,000	200,000	200,000	(200,000)	-	-
Tubercular Care & Child Protection Exams (001-370-562)	43,750	61,000	61,000	-	61,000	61,000
Total Budget	7,440,258	7,759,392	7,698,530	1,335	7,699,865	7,848,202
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	7,240,258	7,559,392	7,498,530	201,335	7,699,865	7,848,202
140 Municipal Service	200,000	200,000	200,000	(200,000)	-	-
Total Revenues	7,440,258	7,759,392	7,698,530	1,335	7,699,865	7,848,202
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Human Services - Health Department (001-190-562)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Capital Outlay	43,832	-	-	-	-	-
Grants-in-Aid	178,009	237,345	237,345	-	237,345	237,345
Total Budgetary Costs	221,841	237,345	237,345	-	237,345	237,345
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	221,841	237,345	237,345	-	237,345	237,345
Total Revenues	221,841	237,345	237,345	-	237,345	237,345

The FY 2019 Health Department budget is recommended at the same funding level as the previous fiscal year.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Human Services - Medical Examiner (001-370-527)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	-	25,926	54,605	-	54,605	106,459
Grants-in-Aid	598,738	498,096	405,620	-	405,620	413,732
Total Budgetary Costs	598,738	524,022	460,225	-	460,225	520,191
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	598,738	524,022	460,225	-	460,225	520,191
Total Revenues	598,738	524,022	460,225	-	460,225	520,191

The major variances for the FY 2019 Medical Examiner budget are as follows:

Decrease in costs are associated with the opening of the Medical Examiner Facility in the second quarter of FY 2019, offset by a reduction in the Medical Examiner contract related to a reduction in billing. Operating budget covers supplies needed for day-to-day morgue operation.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Human Services - Tubercular Care & Child Protection Exams (001-370-562)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Grants-in-Aid	43,750	61,000	61,000	-	61,000	61,000
Total Budgetary Costs	43,750	61,000	61,000	-	61,000	61,000
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	43,750	61,000	61,000	-	61,000	61,000
Total Revenues	43,750	61,000	61,000	-	61,000	61,000

The FY 2019 Tubercular Care & Child Protection Exams budget is recommended at the same funding level as the previous year.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Human Services - Baker Act & Marchman Act (001-370-563)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	691,336	638,156	638,156	-	638,156	638,156
Total Budgetary Costs	691,336	638,156	638,156	-	638,156	638,156
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	691,336	638,156	638,156	-	638,156	638,156
Total Revenues	691,336	638,156	638,156	-	638,156	638,156

The program is recommended at the same funding level as the previous fiscal year.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Human Services - Medicaid & Indigent Burials (001-370-564)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	1,500	-	-	-	-	-
Grants-in-Aid	2,819,263	2,911,641	2,911,641	189,585	3,101,226	3,186,643
Total Budgetary Costs	2,820,763	2,911,641	2,911,641	189,585	3,101,226	3,186,643
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	2,820,763	2,911,641	2,911,641	189,585	3,101,226	3,186,643
Total Revenues	2,820,763	2,911,641	2,911,641	189,585	3,101,226	3,186,643

Increases to Program Funding:

1. The County's portion of State Medicaid increase by \$189,585 as required by State statute.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Human Services - CHSP & Emergency Assistance (001-370-569)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	35,253	56,470	55,293	-	55,293	57,256
Operating	10,468	7,500	7,500	5,750	13,250	12,250
Grants-in-Aid	1,207,365	1,301,750	1,301,750	-	1,301,750	1,301,750
Total Budgetary Costs	1,253,086	1,365,720	1,364,543	5,750	1,370,293	1,371,256
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	1,253,086	1,365,720	1,364,543	5,750	1,370,293	1,371,256
Total Revenues	1,253,086	1,365,720	1,364,543	5,750	1,370,293	1,371,256
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 2019 Community Human Services Partnership & Emergency Assistance budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7% and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Increase of \$3,500 to cover costs associated with hosting Citizen Review Team meetings.
3. Increase of \$1,250 for communications costs.
4. \$1,000 for Human Service Analyst contract management training.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Primary Healthcare (001-971-562)

Goal	To improve the health of citizens by providing quality and cost effective health services through collaborative community partnerships.
Core Objectives	<ol style="list-style-type: none"> Ensure compliance with the following mandated programs and services through the provision of administrative and fiscal oversight: <ul style="list-style-type: none"> Medicaid, which covers nursing home and hospital stays for eligible residents; Health Care Responsibility Act, which funds care for indigent Leon County residents treated for emergency health care in another Florida county; Baker Act, which funds Leon County's match for the stabilization, temporary detention, and evaluation services for short-term mental health inpatient programs; Mental Health, Substance Abuse and Alcohol, which funds Leon County's match for the Community Mental Health Act and substance abuse programs related to the Marchman Act; and Tubercular Care, which funds transportation costs for tuberculosis patients to the State's tuberculosis hospital. Collaborate with CareNet partners for the provision of healthcare services for uninsured and financially indigent residents. Partner with CareNet and other community agencies to pursue opportunities to leverage county funding and resources to expand access to healthcare. Provide administrative and fiduciary oversight to ensure program and contract compliance.
Statutory Responsibilities	<p>Florida Statute 154.011 requires county governments to offer primary care services through contracts or Medicaid recipients and other qualified low-income persons</p> <p>Florida Statute 409.915 requires county governments to fund a portion of inpatient hospital stays and nursing home expenses incurred by county resident Medicaid recipients.</p> <p>Florida Statute 154.301-331 (HCRA) requires counties reimburse out-of-county hospitals at the Medicaid per diem rate for emergency care provided to the county's indigent residents.</p> <p>Florida Statute 394.76 requires that state funds expended for mental health, alcohol, and drug abuse be matched on a 75 to 25 state to local basis.</p> <p>Florida Statute 392 mandates that to protect the citizenry from infection of tuberculosis (TB), the county is obligated to finance transportation of residents to a TB treatment facility.</p>
Advisory Board	None

Performance Measures

Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimates	FY 2019 Estimates
Q4	Number of Residents receiving primary healthcare, dental and mental services through CareNet providers	11,047	9,131	11,000	11,782
Q4	Value of prescriptions filled by CareNet providers	\$2,371,163	\$2,773,629	\$2,500,000	\$3,000,000
Q4	Value of specialty medical and dental care provided through We Care ¹	\$3,258,975	\$4,103,549	\$3,500,000	\$5,000,000
Q4	Number of Residents receiving specialty medical and dental care provided through We Care ¹	829	1,118	1,200	1,200
Q4	Perform three (3) agency contract compliance review of patient visits	N/A	N/A	3	3
Q4	Amount reimbursed for Medicaid County Match and HCRA for hospital and nursing home services provided to citizens enrolled in Medicaid	\$2,717,667	\$2,785,973	\$2,750,000	\$2,850,000
Q4	Number of Residents admitted to the publicly funded Baker Act unit	1,105	722	1,100	1,100
Q4	Number of Residents admitted to the publicly funded Marchman Act unit	404	414	500	500
Q4	95% rate on Client/Partner Satisfaction Survey ²	N/A	N/A	N/A	95%

1. The increased estimates reflect the growing demand for specialty services, especially dental care services.

2. This is a new metric to monitor efforts on healthcare services satisfaction. Figures for FY 2016 actuals, FY 2017 actuals, and FY 2018 estimates are not applicable.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Human Services - Primary Health Care (001-971-562)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	69,661	73,146	77,258	-	77,258	80,249
Operating	1,541,083	1,748,362	1,748,362	6,000	1,754,362	1,753,362
Total Budgetary Costs	1,610,744	1,821,508	1,825,620	6,000	1,831,620	1,833,611
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	1,610,744	1,821,508	1,825,620	6,000	1,831,620	1,833,611
Total Revenues	1,610,744	1,821,508	1,825,620	6,000	1,831,620	1,833,611
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Healthcare Services Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2019 Primary Health Care budget are as follows:

Increases to Program Funding:

1. The FY 2019 Primary Health Care budget has a slight increase in personnel expenses for costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7% and funding for performance raises in a range of 0%- 5% based on a 3% average.
2. An increase of \$5,000 for enhancements to the Healthcare management system to assist in making the process easier for providers and to enhance reporting.
3. An increase of \$1,000 for contract management training for primary healthcare staff.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Human Services - Primary Health Care-Trauma Center (140-971-562)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Grants-in-Aid	200,000	200,000	200,000	(200,000)	-	-
Total Budgetary Costs	200,000	200,000	200,000	(200,000)	-	-
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
140 Municipal Service	200,000	200,000	200,000	(200,000)	-	-
Total Revenues	200,000	200,000	200,000	(200,000)	-	-

At the April 24, 2018 Budget Workshop, the Board approved the reallocation \$200,000 of the Tallahassee Memorial Healthcare Trauma Center payment to Emergency Medical Services to off-set a portion of the 24% reduction in ambulance fees.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Veteran Services (001-390-553)

Goal	The goal of the Leon County Veteran Services Division is to assist Veterans and their dependents in securing all entitled benefits earned through honorable military service and to advocate for Veterans' interests in the community.
Core Objectives	<ol style="list-style-type: none"> 1. Counsel and assist Veterans and their dependents with processing benefit claims entitled to them through the United States Department of Veterans Affairs 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 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 Veteran 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 "Operation Thank You" celebration annually for Veterans and service members.
Statutory Responsibilities	<p>F.S. 292.11 County and City Veteran Service Officer.</p> <p>(1) Each board of county commissioners may employ a county Veteran service officer; provide office space, clerical assistance, and the necessary supplies incidental to providing and maintaining a county service office; and pay said expenses and salaries from the moneys hereinafter provided for.</p> <p>(2) The Department of Veterans Affairs is directed to establish a training program for county and city veteran service officers. Every county or city veteran service officer employed under this chapter shall attend the training program established by the department and successfully complete a test administered by the department prior to assuming any responsibilities as a county or city veteran service officer.</p> <p>The department shall further establish periodic training refresher courses, which each county or city veteran service officer must attend and complete as a condition of remaining in employment as a county or city veteran service officer. County and city veteran service officers shall be reimbursed for travel expenses, as provided in s. 112.061.</p>
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 Estimate	FY 2019 Estimate
BG3	Secure more than \$100 million in Veteran Affairs benefits for Leon County veterans and their families.	\$21,233,727	\$22,122,888	\$23,051,332

- Notes:
1. Veteran benefits are reported annually. The numbers 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 actual numbers will be provided by the VA in April 2019.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Veteran Services (001-390-553)

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimates	FY 2019 Estimates
Q7	Number of clients served ¹	4,723	10,473	7,000	7,000
Q7	Number of outreach events attended ²	157	54	150	35
Q7	Number of clients served in the Veterans Resource Center	242	261	250	250
Q7	Dollar amount used through the Military Grant Program ³	\$0	\$0	\$5,000	\$0
Q7	Dollar amount of Veterans Emergency Assistance Program (VEAP) used ³	\$59,444	\$71,623	\$50,000	\$100,000
Q7	Number of Veterans Emergency Assistance Program (VEAP) requests ³	277	258	300	300
Q7	95% rate on Veterans Services Client Satisfaction Survey	N/A	N/A	95%	95%

Note:

1. The opening of the Veterans National Cemetery, expanded VA outpatient clinic and the influx of Veterans relocated to Leon County by the supportive housing programs has increased the number of Veterans seeking assistance. The "Number of Clients Served" metric only includes website visits for FY's 2016 and 2017. A change in software has prevented the tracking of website visits, resulting in a numeric decrease after FY 2017.
2. Veterans Services has shifted its focus to improving customer service within the office by providing a more flexible schedule for client visits.
3. This Military Grant Program funding is being realigned to the Veteran Emergency Assistance Program. This is the result of no grants being awarded due to no grants awarded in the past two years and no Leon County National Guard and Reserve units we anticipated to be deployed during FY 2019.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Veteran Services (001-390-553)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	171,776	180,156	187,403	-	187,403	193,415
Operating	18,447	20,171	19,710	-	19,710	19,735
Grants-in-Aid	97,040	150,900	150,900	-	150,900	150,900
Total Budgetary Costs	287,263	351,227	358,013	-	358,013	364,050
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	287,263	351,227	358,013	-	358,013	364,050
Total Revenues	287,263	351,227	358,013	-	358,013	364,050
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 2019 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 estimated at 7% rates and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Increase of \$500 due to VetraSpect online veteran's claim solution membership.

Decreases to Program Funding:

1. \$1,315 due to lower copier costs associated with an analysis of the centralized copier system.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Housing Services (001-371-569)

Goal	To promote safe, sanitary and affordable housing through homeowner education, counseling, down payment assistance, foreclosure prevention, and home rehabilitation in the unincorporated areas of Leon County.
Core Objectives	<ol style="list-style-type: none"> 1. Administer and provide oversight for all Affordable Housing Programs: Home Rehabilitation; Home Replacement; Down Payment & Closing Costs Assistance; and Foreclosure Prevention;. Design, implement, and administer community-wide affordable housing education through events such as Home Expos and Home Buyer Counseling Workshops. 2. Seek to continually improve methodologies and efficiencies in serving citizens of Leon County with regard to affordable housing programs. 3. Provide staff support and administer the activities of the Community Development Block Grant (CDBG) Citizen Task Force Advisory Committee, and the Affordable Housing Advisory Committee (AHAC). AHAC's mission is to provide affordable housing policy improvement and enhancement recommendations to the BOCC. 4. Implement the AHAC's policy improvement and enhancement recommendations. 5. Provide quarterly grant reports and annual reports detailing Affordable Housing Programs and Fair Housing Activities; and, receive and report fair housing complaints. 6. Attend 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/Policy 96-11 "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 & 2-120 "Implementation"; Florida Statute Chapter 159 "Bond Financing"; 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 2016 Actuals	FY 2017 Actuals	FY 2018 Estimates	FY 2019 Estimates
Q5	Number of clients receiving Purchase Assistance	59	65	60	60
Q5	Number of clients receiving Foreclosure Prevention Assistance ¹	25	5	4	N/A
Q5	Dollar amount of property value retained by foreclosure prevention (SHIP)	\$642,381	\$625,000	\$650,000	N/A
Q5	Number of housing units receiving Home Rehabilitation ²	40	50	40	20
Q5	Number of housing units receiving Home Replacement ¹ .	5	10	10	5
Q5	Total funding received to support the Affordable Housing Program ³	\$2,069,000	\$1,720,000	\$2,062,800	\$1,381,500
Q5	Number of clients receiving Emergency Housing Repair Assistance	N/A	N/A	14	15
Q5	Number of clients receiving Housing Rental Assistance ¹	N/A	N/A	4	N/A
Q5	Percent of SHIP funding used to assist persons with special needs ⁴	N/A	N/A	20%	20%
Q5	95% of clients satisfied with application process and other processes in obtaining assistance through the Affordable Housing Program	N/A	N/A	95%	95%

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Housing Services (001-371-569)

Notes:

1. FY 2019 estimate is eliminated due to a 61% reduction in funding allocated to Leon County from for SHIP. SHIP funding was redirected from the down payment assistance, foreclosure prevention, and rental assistance housing strategies to support housing rehabilitation which currently has the greatest demand.
2. FY 2019 estimates reflect the reduction home replacements as a result of the estimated 61% reduction in funding allocated to Leon County from for SHIP combined with the closure of Community Development Block Grant funding.
3. FY 2019 SHIP funding: FY 2017 - \$634,620; FY 2018 - \$426,361; FY 2019 - \$167,323 (estimated allocation); Housing Counseling - \$13,900 and Program Income – (more than \$153,000 in actual and estimated revenue from interest payments and loan repayments). SHIP funding has a three (3) year spending time line, e.g., FY 2017 allocation can be expended from FY 2017 to FY 2019.
4. 20% is the minimum amount of SHIP funding required to be allocated for special needs assistance. Actuals for FY19 will be equal to or greater than 20%.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Housing Services Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	439,912	481,309	505,270	-	505,270	521,953
Operating	175,647	89,165	37,691	13,000	50,691	50,691
Transportation	2,144	2,613	3,142	-	3,142	3,142
Capital Outlay	-	5,000	-	-	-	-
Grants-in-Aid	1,011,677	384,361	167,323	-	167,323	-
Total Budgetary Costs	1,629,380	962,448	713,426	13,000	726,426	575,786
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Housing Finance Authority (161-808-554)	766,477	-	-	-	-	-
Housing Services (001-371-569)	551,087	578,087	546,103	13,000	559,103	575,786
SHIP 2014-2017 (124-932047-554)	310,934	-	-	-	-	-
SHIP 2017-2020 (124-932052-554)	882	384,361	-	-	-	-
SHIP 2018-2021 (124-932053-554)	-	-	167,323	-	167,323	-
Total Budget	1,629,380	962,448	713,426	13,000	726,426	575,786
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	551,087	578,087	546,103	13,000	559,103	575,786
124 SHIP Trust	311,816	384,361	167,323	-	167,323	-
161 Housing Finance Authority	766,477	-	-	-	-	-
Total Revenues	1,629,380	962,448	713,426	13,000	726,426	575,786
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Housing Services - Housing Services (001-371-569)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	439,912	481,309	505,270	-	505,270	521,953
Operating	109,031	89,165	37,691	13,000	50,691	50,691
Transportation	2,144	2,613	3,142	-	3,142	3,142
Capital Outlay	-	5,000	-	-	-	-
Total Budgetary Costs	551,087	578,087	546,103	13,000	559,103	575,786
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	551,087	578,087	546,103	13,000	559,103	575,786
Total Revenues	551,087	578,087	546,103	13,000	559,103	575,786
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Director of Human Services and Community Partnerships	1.00	1.00	1.00	-	1.00	1.00
Affordable Housing 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
Financial Compliance Manager	1.00	1.00	1.00	-	1.00	1.00
Housing Services Coordinator	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 2019 Housing Services budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7% and funding for performance raises in a range of 0%- 5% based on a 3% average.
2. Housing rehabilitation costs in the amount of \$10,000 for expenses not covered by Housing Finance Authority or State Housing Initiative Program (SHIP).
3. Increase in the amount of \$2,200 for staff to attend the annual Florida Housing Coalition Conference.
4. \$800 increase to training for staff development to send two additional staff to the Statewide Affordable Housing Conference.

Decreases to Program Funding:

1. Decrease to phone system and communication costs in the amount of \$464 in associated with number of phones, internet usage and maintenance costs of the system.
2. Decrease in the amount of \$50,000 accounts for the completion of the HSCP Management System Enhancements in FY18.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Housing Services - SHIP 2017-2020 (124-932052-554)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Grants-in-Aid	882	384,361	-	-	-	-
Total Budgetary Costs	882	384,361	-	-	-	-
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
124 SHIP Trust	882	384,361	-	-	-	-
Total Revenues	882	384,361	-	-	-	-

Note:

Unspent funds from FY18 will be carried forward into FY19. Funds must be spent within a three-year period.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Housing Services - SHIP 2018-2021 (124-932053-554)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Grants-in-Aid	-	-	167,323	-	167,323	-
Total Budgetary Costs	-	-	167,323	-	167,323	-
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
124 SHIP Trust	-	-	167,323	-	167,323	-
Total Revenues	-	-	167,323	-	167,323	-

The FY 2019 SHIP 2017 2020 Grant is anticipated in the amount of \$167,323. This is a \$259,038 decrease from FY18.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Volunteer Services (001-113-513)

Goal	To empower citizens to answer local needs through volunteerism and community engagement.
Core Objectives	<ol style="list-style-type: none"> Promote volunteerism, build the capacity of local volunteer programs and participate in strategic initiatives that mobilize volunteers from all sectors. Screen, interview, and place volunteers, interns, and court-ordered workers by matching their skills, talents, and interests with Leon County departmental needs. Administrate Leon CARES Volunteer Connection matching system portal to connect local volunteers with local volunteer opportunities. Coordinate Leon County's internal employee volunteer program in which employees are allowed up to four hours of administrative leave per month to volunteer in community based organizations. Coordinate the following programs: County Government Internship and Service Learning Program, County Library Volunteer Program, Big Bend Community Organizations Active in Disaster, Leon County Emergency Management's Citizen Information Line and Volunteer Reception Center, Leon County's September 11 Annual Day of Service, Project Leon Employees are Dedicated (LEAD), and Summer Youth Training Program.
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 2016 Actuals	FY 2017 Actuals	FY 2018 Estimates	FY 2019 Estimates
Q4	Number of citizen volunteers coordinated ¹	6,074	5,608	5,300	5,300
Q4	Number of county departments utilizing volunteers annually	15	30	20	20
Q4	Number of volunteer hours	104,665	103,284	105,000	105,000
Q4	Dollar value of volunteer time	\$2,448,292	\$2,521,012	\$2,500,000	\$2,500,000

Notes:

- Fiscal years 2016 and 2017 reflect volunteers numbers associated with hurricanes Hermine and Irma, respectively.

Leon County Fiscal Year 2019 Adopted Budget

Office of Human Services & Community Partnerships

Volunteer Services (001-113-513)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	170,686	176,454	183,981	-	183,981	190,321
Operating	22,320	22,411	23,278	-	23,278	23,278
Total Budgetary Costs	193,006	198,865	207,259	-	207,259	213,599
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	193,006	198,865	207,259	-	207,259	213,599
Total Revenues	193,006	198,865	207,259	-	207,259	213,599
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Director of Volunteer Services	1.00	1.00	1.00	-	1.00	1.00
Volunteer Services Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	2.00	2.00	2.00	-	2.00	2.00

The major variances for the FY 2019 Volunteer Center budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7% and funding for performance raises in a range of 0%-5% based on a 3% average.
2. \$1,005 based on an analysis of the costs of the centralized copier system.

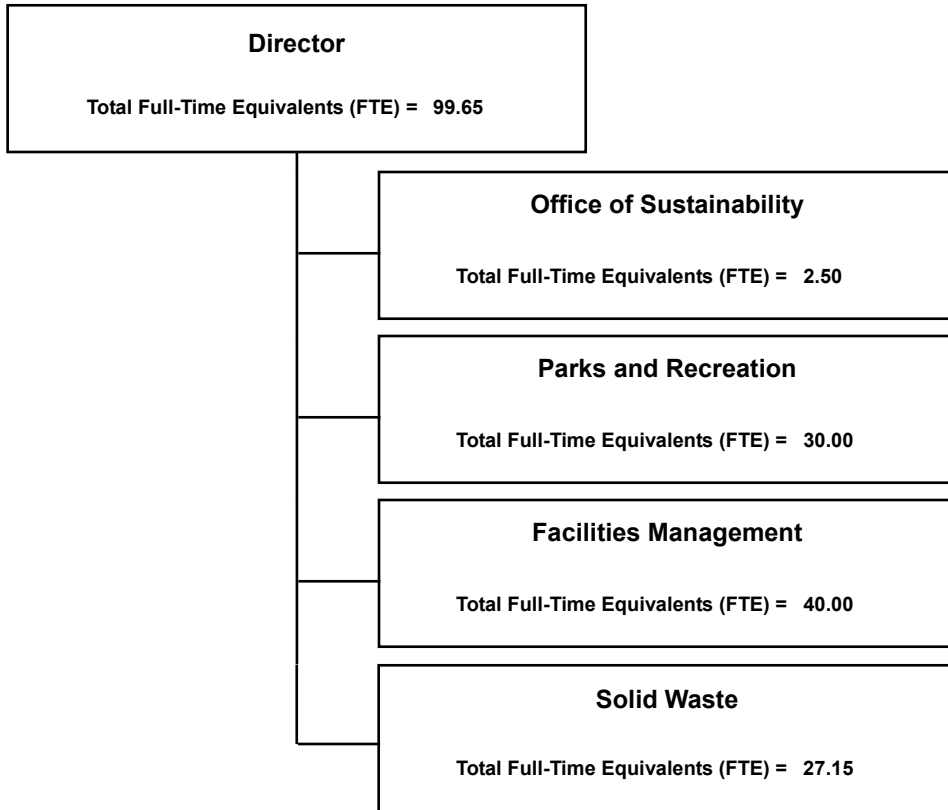
Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

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Office of Resource Stewardship



Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Executive Summary

The Office of Resource Stewardship section of the Leon County FY 2019 Annual Budget is comprised of the Office of Sustainability, Parks & Recreation, Solid Waste, Facilities Management and Cooperative Extension.

The Office of Resource Stewardship provides leadership and coordination of services through its Division work areas in order to identify opportunities for synergy and added efficiencies between each work group to effectively promote stewardship of the community's natural, societal, and economic resources. The Office of Sustainability enhances our community's environmental, economic, and social resilience by promoting adoption of sustainability practices within County government and the community at large. Parks and Recreation creates, maintains, and manages infrastructure and programs supporting recreation, parks, and open space. The Solid Waste Division consists of the Solid Waste Management Facility, the Rural Waste Services Centers, the Transfer Station Operations, Hazardous Waste, and Solid Waste/Recycling Collection/Yard Waste. Facilities Management provides professional maintenance and operating services. Cooperative Extension provides information and conducts educational programs on various issues including energy conservation, food safety, and child and family development.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Department of Resource Stewardship Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

The Office of Sustainability successfully launched the PACE (Property Assessed Clean Energy) program for citizens of Leon County. This financing program allows for certain property improvements related to energy efficiency, energy conservation and weatherization in Leon County. The Office of Sustainability continues to promote stewardship of the community's natural and economic resources, while highlighting the County's investments in parks, green spaces, and other outdoor amenities.

During FY 2018, Parks and Recreation celebrated the grand openings of various parks and trails including the opening of the Multi-use Trail in Northeast Leon County. The new two-mile trail is a welcome addition for hikers, bikers, and runners. Parks and Recreation also celebrated the grand opening of the St. Marks Headwaters Greenway. The greenway, located south of the Buck Lake and Baum Road intersection, provides access to approximately three miles of trails to be used for horseback riding, biking, hiking, and running. The trailhead features covered pavilions, picnic tables, equestrian and ADA parking, along with a large informational kiosk to keep the community informed of upcoming county events. The 755-acre also offers opportunities for birdwatching and viewing wildlife in their natural habitat. The greenway's namesake, the St. Marks River, highlights 5,000 feet of the greenway and has been designated by the State of Florida as an Outstanding Water Body.

Facilities Management and Court Administration assisted in the logistics and celebration of renaming of the Leon County Courthouse Annex, located at 1920 Thomasville Rd, in honor of Circuit Judge Charles A. Francis. Circuit Judge Francis', who served twelve years as Chief Judge, was instrumental in advocating for the expansion of the courthouse activities on Thomasville Road through the renovation of the building after severe damage almost resulted in its permanent closure.

The Solid Waste facility processed over 23,000 tons of yard debris from Leon County residents; the processed yard debris generates fine and course mulch which is provided to the citizens of Leon County free of charge.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship
Business Plan

Mission Statement

The mission of the Leon County Office of Resource Stewardship is to provide leadership and coordination of services through the Office of Sustainability, the Cooperative Extension program, the Division of Facilities Management, Solid Waste, and the Division of Parks & Recreation, in order to identify opportunities for synergy and added efficiencies between each work group to effectively promote stewardship of the community's natural, societal, and economic resources.

Strategic Priorities

Economy

- Do well-designed public infrastructure which supports business, attracts private investment and has long term economic benefits. (EC1)
- Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, and job creation. (EC2)
- Grow our tourism economy, its diversity, competitiveness and economic impact. (EC4)

Environment

- Conserve and protect environmentally sensitive lands and our natural ecosystems. (EN2)
- Promote orderly growth and sustainable practices. (EN3)
- Reduce our carbon footprint, realize energy efficiencies, & be a catalyst for renewable energy, including solar. (EN4)

Quality of Life

- Maintain and enhance our parks and recreational offerings and green spaces. (Q1)
- Provide essential public safety infrastructure and services. (Q3)
- Support strong neighborhoods. (Q5)
- Promote livability, health and sense of community by enhancing human scale development, and creating public spaces for people. (Q6)

Governance

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

Strategic Initiatives

October 1, 2017 – December 31, 2021

1. Develop strategies to increase recycling and reuse rates (EN4)	In Progress
2. Convene the Leon County Sustainable Communities Summit on a bi-annual basis. (EN3)	Ongoing
3. Add environmental education kiosks, trail markings/mapping at Greenways and Parks. (EN2)	In Progress
4. Explore new opportunities for solar on County facilities. (EN4)	In Progress
5. Develop and implement a master plan for the Apalachee Regional Park. (Q1)	In Progress
6. Develop a Program to establish a signature landscaping feature with regular blooming season. (Q6)	Complete-Ongoing
7. Evaluate additional trail expansion opportunities. (Q6)	In Progress
8. Identify opportunities to create dog parks in the unincorporated area. (Q6)	Complete
9. Exploring opportunities to address fraud/scams targeted towards seniors. (Q4)	In Progress

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Office of Resource Stewardship

Strategic Initiatives October 1, 2017– December 31, 2021	10. Implement the Tallahassee-Leon County Greenways Master Plan. (Q1, Q6)	In Progress
	11. 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)	In Progress
	12. Work with Sustainable Tallahassee and community partners to evaluate developing a community-wide climate action plan. (EN2, EN3, EN4)	In Progress
	13. Further enhance our competitiveness in attracting national and regional running championships by making additional strategic investments at the Apalachee Regional Park (ARP).	Complete
	14. As part of the 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)	In Progress
	15. Implement Apalachee Landfill closure process in an environmentally sensitive manner which complements the master planning for the site. (EN3)	In Progress
Actions	1. Conducting an updated waste composition study and developing outreach and education to touch all unincorporated commercial properties which do not currently have a recycling account.	Facilities Sustainability/ Solid Waste
	2. Host the 2019 Sustainable Communities Summit.	Sustainability
	3. Inventoried all existing kiosks and established priority for new kiosks, funding needs, and implementation sequence.	Parks & Recreation
	4. Conducted solar study to identify locations for potential solar improvements.	Sustainability
	5. Presented preliminary Master Plan to Board.	Facilities Sustainability/ Solid Waste
	6. Identified opportunity for Crap-apple tree planting at Pedrick Park. Planting anticipated to take place during FY 2018.	Facilities, Parks & Recreation
	7. Construction of trail head for Northeast Park in progress.	Parks & Recreation
	8. Presented a status report to the Board identifying potential sites and opportunities for dog parks in the unincorporated area.	Parks & Recreation
	9. a. Established opportunity for routine shredding of sensitive documents in conjunction with senior programming at community centers. b. Explore the potential of hosting special workshops at each Community Center in conjunction with the Senior Outreach Program. c. Work with the Senior Outreach Program to include Fraud/Scam speakers at Lunch-n-Learns.	Facilities, Parks & Recreation, Sustainability
	10. a. Installed signage for Lake Jackson Blueway. b. Create formal trail markings and mapping for Fred George Greenway and Northeast Park. c. Create trail markings for Northeast Park. d. Design and Permit Phase II of the St. Marks Headwaters Greenway including four miles of trail.	Facilities, Parks & Recreation, Sustainability
	11. Host public meetings to refine scope and award bid for St. Marks Headwaters Greenway Phase II.	Parks & Recreation, Facilities
	12. Anticipated launch of Florida Resiliency & Energy District (FDFC) PACE (Property Assessed Clean Energy) program enabling FDFC to operate a PACE program.	Sustainability, Facilities
	13. Enhancements to the Apalachee Regional Park cross county area including restrooms, operations facility, and other improvements.	Parks & Recreation, Facilities
	14. Renovation of Old Concord School.	Facilities
	15. Bidded out Landfill Closure Construction Contract.	Facilities, Solid Waste

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Five Year Targets and Bold Goals

Strategic Target 5: *Plant 15,000 trees including 1,000 in canopy roads. (T5)*

	FY 2017	FY 2018 ¹	FY 2019	FY 2020 through FY 2021	Total
Total Trees ²	45	1,204	10,250	TBD	11,499

Strategic Target 7: *75% community recycling rate. (T7)*

	FY 2017	FY 2018 ¹	FY 2019	FY 2020 through FY 2021	Total
Recycling Rate ³	55%	66%	65%	TBD	65%

Strategic Target 8: *Construct 30 miles of sidewalks, greenways, and trails. (T8)*

	FY 2017	FY 2018 ¹	FY 2019	FY 2020 through FY 2021	Total
Trail(s) miles ⁴	1.45	5	4	TBD	10.45

Strategic Target 12: *Open 1,000 new acres of park land to the public. (T12)*

	FY 2017	FY 2018 ¹	FY 2019	FY 2020 through FY 2021	Total
Acres of Park Land ⁵	0	204	426	TBD	630

Notes:

1. The reporting for FY 2018 are estimates only. At the time this document was published, the fiscal year for 2018 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2020 Budget.
2. This number only reflects the trees planted by Parks and Recreation. The aggregate number of trees planted is reflected in the Reporting Results section of the 2017-2022 Strategic Plan. FY 2018 includes landscape plantings at the new St. Marks Headwaters Greenway - Baum Road trailhead and the Arbor Day planting at Apalachee Regional Park. The significant increase of trees planted in FY 2019 compared to FY 2018 includes 9,750 trees anticipated to be planted at the J.R. Alford Greenway as part of its 30-acre reforestation effort (10-year Land Management Plan). Also included is a signature landscape feature at Pedrick Pond Park.
3. 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 actual number for FY 2017 represents how the County performed in FY 2016 and the actual number for FY 2018 will represent how the County performed for FY 2017.
4. FY 2017 reflects 1.45 miles of improvements/stabilization for the Miccosukee Greenway trail. FY 2018 reflects two miles of trails built at Northeast Park and three miles of from the opening of the St. Marks Headwaters Greenway. FY 2019 reflects trails that will be constructed as part of St. Marks Headwaters Greenway – Phase II.
5. The 2018 estimate is comprised of opening a portion of the St. Marks Headwaters Greenway (161 acres) and a portion of the NE Park (30 acres). The FY 2019 estimate is comprised of opening Phase II of the St, Marks Headwaters Greenway (426 acres).

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	5,983,327	6,119,895	6,159,170	7,372	6,166,542	6,368,742
Operating	14,369,045	15,438,042	15,153,434	327,041	15,480,475	16,161,357
Transportation	666,778	671,948	567,637	-	567,637	581,322
Capital Outlay	20,880	132,765	122,765	-	122,765	122,765
Grants-in-Aid	615,515	628,720	608,204	-	608,204	621,080
Total Budgetary Costs	21,655,545	22,991,370	22,611,210	334,413	22,945,623	23,855,266
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Office of Sustainability	216,626	307,686	322,706	(10,000)	312,706	298,033
Cooperative Extension	441,238	455,990	433,603	-	433,603	446,479
Parks and Recreation	2,836,384	3,076,060	2,991,556	25,422	3,016,978	3,459,425
Facilities Management	8,767,686	9,421,511	9,455,016	318,991	9,774,007	9,966,175
Solid Waste	9,393,611	9,730,123	9,408,329	-	9,408,329	9,685,154
Total Budget	21,655,545	22,991,370	22,611,210	334,413	22,945,623	23,855,266
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	9,007,305	9,649,707	9,678,718	284,496	9,963,214	10,150,412
140 Municipal Service	2,836,384	3,076,060	2,991,556	25,422	3,016,978	3,459,425
165 County Government Annex	376,292	448,935	439,206	22,995	462,201	473,322
166 Huntington Oaks Plaza	41,953	86,545	93,401	1,500	94,901	86,953
401 Solid Waste	9,393,611	9,730,123	9,408,329	-	9,408,329	9,685,154
Total Revenues	21,655,545	22,991,370	22,611,210	334,413	22,945,623	23,855,266
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Facilities Management	37.00	38.00	40.00	-	40.00	40.00
Office of Sustainability	2.50	2.50	2.50	-	2.50	2.50
Parks and Recreation	29.00	30.00	29.00	1.00	30.00	30.00
Solid Waste	27.40	28.15	27.15	-	27.15	27.15
Total Full-Time Equivalents (FTE)	95.90	98.65	98.65	1.00	99.65	99.65
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Office of Sustainability	1.00	1.00	1.00	-	1.00	1.00
Solid Waste	2.00	2.00	2.00	-	2.00	2.00
Total OPS Full-Time Equivalents (FTE)	3.00	3.00	3.00	-	3.00	3.00

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Office of Sustainability/Recycling Education (001-127-513)

Goal	The mission of the Leon County Office of Sustainability/Recycling Education is to promote adoption of practices that improve our quality of life, protect our natural environment, and strengthen our economy including providing recycling education to residents both within County government and the community at large.
Core Objectives	<ol style="list-style-type: none"> 1. Spearhead and assist County divisions and departments in efforts to save energy and water, reduce waste, and increase recycling within County buildings and operations. 2. Research and analyze trends, emerging technologies, and best practices. 3. Oversee the documentation, measurement, and evaluation of program performance data. 4. Establish policies and programs necessary to achieve resource reduction and savings in County operations and to carry out programs that serve the wider community. 5. Providing communications about County sustainability initiatives, hosting sustainability programs, and working with community partners to carry out community-based sustainability projects. 6. Participate in special events related to sustainability, recycling, and community wellbeing. 7. Organize and provide education services to County facilities, schools, and other organizations. 8. Provide sustainability, recycling and public education consulting services.
Statutory Responsibilities	<p>Leon County Resolution R08-64 supporting participation in the local government Green Jobs Pledge; HB 7135, affecting F.S 255, 286.28</p> <p>The Florida Solid Waste Management Act of 1988 established that each county has the power to provide for the operation of solid waste facilities to meet the needs of all incorporated and unincorporated areas of their respective county. Florida Administrative Code, Chapter 62 701 "Operating Restrictions and Practices for Solid Waste Facilities" and The Energy, Climate Change, and Economic Security Act of 2008 (House Bill 7135) established a new statewide recycling goal of 75% to be achieved by the year 2020.</p>
Advisory Board	Sharing TREE; Capital Area Sustainability Council; Extension Overall Advisory Committee; Extension Advisory for Agriculture/Horticulture

Benchmarking

Priorities	Benchmark Data	Leon County	Statewide Goal
G1	Percent of waste tonnage recycled	66%	60%

Note: 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

Strategic Plan Bold Goals and Five Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Estimate	FY 2019 Estimate
T7	Strategic Target: 75% community recycling rate ¹	55%	66%	65%

Notes:

1. Percent of Waste Tonnage Recycled – (FY 2015 Actual-54%; FY 2016 Actuals-55%; FY 2017 Actuals-66%; FY 2018 Estimate-57%). 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 actual number for FY 2017 represents how the County performed in FY 2016 and the actual number for FY 2018 will represent how the County performed for FY 2017.

Performance Measures

Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
EN4	Estimated energy savings from conservation projects.	\$1,004,406	\$1,003,562	\$1,200,000	\$1,200,000
EN4	County Schools Recycling tonnage.	93	77	85	90
EN4	County Curbside Recycling tonnage.	5,701	5,961	6,000	6,200
EN3	Number of participating community-wide recycling & sustainability related events.	8	9	7	7
EN3, Q1	Number of waste reduction/sustainability/recycling community education presentations/tours.	56	31	50	30
EN3, Q1	Number of citizens participating in sustainability & recycling educational presentations. ¹	1,684	4,800	2,000	4,000
EN4	Number of educational publications written.	6	7	13	13

Notes:

1. This increase includes engagements at tabling events, group presentations and the Sustainability Summit, which is held biennial.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Office of Sustainability - Office of Sustainability (001-127-513)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	128,020	166,700	169,070	-	169,070	174,397
Operating	87,583	139,144	152,710	(10,000)	142,710	122,710
Transportation	1,023	1,842	926	-	926	926
Total Budgetary Costs	216,626	307,686	322,706	(10,000)	312,706	298,033
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	216,626	307,686	322,706	(10,000)	312,706	298,033
Total Revenues	216,626	307,686	322,706	(10,000)	312,706	298,033
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Recycle & Sustainability Manager	1.00	1.00	1.00	-	1.00	1.00
Sustainability Programs Coordinator	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)	2.50	2.50	2.50	-	2.50	2.50
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 2019 budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Increases in publications, subscriptions, and memberships and other costs related to the Sustainable Communities Summit to be hosted in 2019.

Decreases to Program Funding:

1. At the April 24, 2018 Budget Workshop, staff recommended and the Board reduced outside agency funding for the Sharing Tree in the amount of \$10,000 as the program's educational component of waste diversion through reuse and recycling is now duplicative with the Office of Sustainability efforts in this area. The funding will be eliminated in FY 2020.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Cooperative Extension (001-361-537)

Goal	The goal of the Cooperative Extension Division is to provide researched based educational programs and information on horticulture, agriculture, natural resources, family & consumer sciences, and 4-H youth development empowering citizens of Leon County to make decisions and behavior changes that contribute to an improved quality of life and a more sustainable community.
Core Objectives	<p>Horticulture, Agriculture, and Natural Resources:</p> <ol style="list-style-type: none"> 1. Increase citizen awareness of sustainable food systems and the environment. Teach citizens about energy, water and natural resource conservation. Help citizens to adopt sustainable lifestyles and best management practices. Provide demonstrations in schools and community gardens. 2. Enhance stewardship of water quality, quantity and supply by teaching target audiences how to implement agriculture, and Green Industries best management practices, Florida-Friendly Landscaping principles, and low impact development standards. These programs help keep Leon County's Stormwater Division in compliance with the National Pollutant Discharge Elimination System (NPDES) permit requirements. 3. Increase the sustainability, profitability, and competitiveness of agricultural and horticultural enterprises. Maintain and enhance production systems by improving knowledge and adoption of production efficiencies and effectiveness, new technologies, integrated pest management, food safety and environmental stewardship. Provide continuing education units and certification classes for pesticide applicators, landscape professionals, and other professionals ensuring compliance with state laws and supporting local jobs and workforce. 4. Use volunteers to extend community education and outreach. Train and manage Master Gardener and Sustainable Floridian volunteers to help other citizens adopt sustainable lifestyles and best management practices. <p>Family and Consumer Sciences:</p> <ol style="list-style-type: none"> 1. Empower individuals and families to build healthy lives and achieve social and economic success by providing educational programs in the areas of nutrition and health, financial management, human development, and parent education. 2. Improve the quality of nutrition for limited-resource families through administration of the USDA Family Nutrition Program (FNP). Two full-time FNP paraprofessionals teach comprehensive interactive classes helping families improve diet quality, physical activity, food resource management, food safety practices and food security. 3. Teach consumers, families and food handlers to improve food choices and safe food handling practices. Provide wellness education programs addressing nutrition and healthy lifestyle behaviors to reduce the risk of obesity-related chronic diseases. 4. Improve financial stability. Teach individuals and families skills they need to reduce debt, create spending plans, and save for the future. <p>4-H and Other Youth Programs:</p> <ol style="list-style-type: none"> 1. Through a variety of delivery methods (clubs, camps, field days, workshops) 4-H uses a learn-by-doing approach to help youth gain knowledge and skills to be productive citizens. 2. Recruit, screen, and train teen and adult volunteers to be successful club leaders, teach subject matter and life skills, judge events and serve in an advisory capacity, all while providing safe environments for youth. 3. Provide opportunities for youth to develop science, technology, engineering and math (STEM) literacy through clubs, camps and special interest programs. 4. Plan, implement, and evaluate 4-H/Tropicana public speaking contest for Leon County 4th, 5th and 6th grade students.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Cooperative Extension (001-361-537)

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 regards to Leon County UF/IFAS Cooperative Extension. The MOU set forth a new structure in the relationship where in the University of Florida serves as a contractor for Leon County. Under the agreement Leon County is invoiced quarterly for a predetermined portion of personnel and operating expenses. The MOU requires the University to provide reports on a quarterly basis to the County regarding the progress of the Extension programs and services. Metrics for these services are currently being developed.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Cooperative Extension (001-361-537)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	3,271	2,416	1,615	-	1,615	1,615
Transportation	1,452	3,854	2,784	-	2,784	2,784
Grants-in-Aid	436,515	449,720	429,204	-	429,204	442,080
Total Budgetary Costs	441,238	455,990	433,603	-	433,603	446,479
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	441,238	455,990	433,603	-	433,603	446,479
Total Revenues	441,238	455,990	433,603	-	433,603	446,479

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 2019 Cooperative Extension budget are as follows:

Decreases to Program Funding are as follows:

1. Net reduction in contract is due to a reduction in operating costs offset by increases in personnel expenditures.

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Office of Resource Stewardship

Parks and Recreational Services (140-436-572)

Goal	The goal of the division of Parks & Recreation Services is to provide for the safety, comfort, and convenience of the public by creating, maintaining, and managing infrastructure and programs supporting recreation, parks and open space. This is accomplished through cost effective, environmentally sensitive and aesthetically pleasing products and efficient services.
Core Objectives	<ol style="list-style-type: none"> 1. Responsible for the development, preservation and management of functional, safe and aesthetically pleasing parks and recreation facilities across Leon County for its citizens and visitors. 2. Responsible for the maintenance of all county park facilities, including: ball fields, boat landings, community centers, nature trails, greenways, and open spaces. 3. Provides passive recreation activities through access to fishing, camping, picnicking, and nature trails. 4. Develops and maintains active recreation facilities, including: ball fields, tennis, and basketball courts. 5. Facilitates the organization, promotion, and implementation of recreation programs and activities through community based recreation providers. 6. Pursues outside funding for facilities and services through grants, partnerships, and other programs to complement existing budgets. 7. Operates six multi-purpose community centers. 8. Prepares facilities and fields for state and local tournaments.
Statutory Responsibilities	Leon County Code of Laws, Chapter 13 "Parks and Recreation", Leon County Code of Laws 92 – 12, Leon County Comprehensive Plan, Section V "Parks and Recreation"
Advisory Board	None

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
Q1	Total Park Acres per 1,000 Population	13.52	9.9
Q1,G4,G5	Total Park Acres Maintained per FTE	132.66	46.1
Q1,G5	Total Operating Expenditures per Capita	\$9.83	\$33.98

Benchmark Sources: National Recreation and Park Association (NRPA) 2015 Field Report, a Parks and Recreation National Database Analysis. 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 Estimate	FY 2019 Estimate
T5	Strategic Target: Plant 15,000 trees between FY17-21. ¹	45	1,204	10,250
T8	Strategic Target: Construct 30 miles of sidewalks, greenways, and trails. ²	1.45	5	4
T12	Strategic Target: Open 1,000 new acres of park land to the public. ³	0	204	426

Notes:

1. This number only reflects trees planted by Parks and Recreation. Additional trees are planted by Public Works and the Blueprint Intergovernmental Agency. FY 2018 includes landscape plantings at the new St. Marks Headwaters Greenway – Baum Rd trailhead and the Arbor Day planting at Apalachee Regional Park. The significant increase of trees planted in FY 2019 compared to FY 2018 accounts for includes 9,750 trees anticipated to be planted at the J.R. Alford Greenway as part of its 10-year Land Management Plan. Additional tree plantings are planned as a signature landscape feature at Pedrick Pond Park.
2. FY 2017 reflects 1.45 miles of improvements/stabilization for the Miccosukee Greenway trail. FY 2018 reflects two miles of trails built at Northeast Park and three miles of from the opening of the St. Marks Headwaters Greenway. FY 2019 reflects trails that will be constructed as part of St. Marks Headwaters Greenway – Phase II.
3. The FY 2018 estimate is comprised of opening a portion of the St. Marks Headwaters Greenway (161 acres) and a portion of the NE Park (43 acres). The FY 2019 estimate is comprised of opening Phase II of the St. Marks Headwaters Greenway (426 acres).

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Parks and Recreational Services (140-436-572)

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Q1	Number of acres of invasive exotic plants removed from greenways/open spaces ¹ .	1,857	801	1,250	1,250
Q1,EN2,EC4	Number of greenway acres maintained ² .	2,852	2,852	2,852	2,852
Q1	Number of youths participating in sport activities ³ .	2,323	2,313	2,500	2,300
EC4	Host three economically significant events at the Apalachee Regional Park annually ⁴ .	5	10	5	7

Notes:

1. The actuals for FY 2017 were lower than anticipated due to the inability to conduct prescribed burns. The Greenway program is now fully staffed and several prescribed burns are planned for FY 2018. In addition, herbicide applications to address invasive plants have also been budgeted.
2. This number reflects parcels that are solely considered Greenways and not a mix of Greenways and passive parklands. The additional 50 acres of property, a trail corridor within Fallschase, estimated in FY 2017 has yet to be purchased by the State and is not anticipated for FY 2018 or FY 2019.
3. The estimate reflects participation levels in football and baseball, including opportunities the second year of reinstating flag football and a 13-16 year old Little League baseball division.
4. The estimate to retain a minimum of five economically significant events at Apalachee Regional Park is based on its continued national recognition and exposure to a wide variety of cross country runners and organizations.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Parks and Recreation Services (140-436-572)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,573,810	1,699,937	1,645,584	7,372	1,652,956	1,702,886
Operating	897,716	953,351	942,174	18,050	960,224	1,339,908
Transportation	169,055	203,772	194,798	-	194,798	207,631
Capital Outlay	16,803	40,000	30,000	-	30,000	30,000
Grants-in-Aid	179,000	179,000	179,000	-	179,000	179,000
Total Budgetary Costs	2,836,384	3,076,060	2,991,556	25,422	3,016,978	3,459,425
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
140 Municipal Service	2,836,384	3,076,060	2,991,556	25,422	3,016,978	3,459,425
Total Revenues	2,836,384	3,076,060	2,991,556	25,422	3,016,978	3,459,425
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Parks & Recreation Director	1.00	1.00	1.00	-	1.00	1.00
Parks & Community Centers Supervisor	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 Supervisor	1.00	1.00	1.00	-	1.00	1.00
Crew Chief II	1.00	1.00	2.00	-	2.00	2.00
In-Mate Supervisor	2.00	2.00	2.00	-	2.00	2.00
Park Attendant	15.00	16.00	16.00	1.00	17.00	17.00
Community Center Attendant	2.00	2.00	2.00	-	2.00	2.00
Crew Chief I	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate IV	1.00	1.00	-	-	-	-
Park Facilities Technician	2.00	2.00	2.00	-	2.00	2.00
Irrigation Tech Crew Chief	1.00	1.00	-	-	-	-
Total Full-Time Equivalents (FTE)	29.00	30.00	29.00	1.00	30.00	30.00

The major variances for the FY 2019 Parks and Recreation Budget are as follows:

Increases to Program Funding:

- At the April 24, 2018 Budget Workshop, staff recommended and the Board approved the addition of a new Park Attendant Position for the Apalachee Regional Park. This position is funded for two months in the amount of \$7,372 and will be used to support the new park amenities and provide additional staff support for the cross country season in preparation for hosting the NCAA National cross country championship in 2021.
- Contract mowing increase of \$10,000 for additional services to support Fred George Park trails, Northeast Park trails, and the St. Marks trails.
- Utility Services increase in the amount of \$7,750 associated with park facilities.
- Increase of \$300 for printing and publicity for special recreational events including notifications to area residents regarding public meetings.

Decreases to Program Funding:

- Administrative Associate IV position was moved to the Facilities Management division from Parks and Recreation in order to align all Administrative Associates into one division and an Operations Analyst position was realigned to the Facilities Management division from the Solid Waste division.
- Decrease in vehicle coverage in the amount of \$1,604.
- Reduced vehicle repairs in the amount of \$5,888.
- Reduced phone system costs in the amount of \$1,824.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Facilities Management – Facilities Management (001-150-519)

Goal	The goal of the Division of Facilities Management is to serve the citizens of Leon County and occupants of County facilities through the provision of professional maintenance, minor construction, operating services; in order to provide clean, safe and fully functional County facilities.
Objectives	<ol style="list-style-type: none"> 1. Provide and maintain facilities for the Board, Property Appraiser, Supervisor of Elections, Tax Collector (main office) and Article V agencies (Courts, Clerk, State Attorney, Public Defender and Guardian Ad Litem). Additionally, provide support for the Sheriff (including the jail). 2. Provide minor construction support services for all County buildings. 3. Coordinate facility accessibility and indoor air quality surveys and respond appropriately. 4. Maintain County buildings' (including the health departments and dental clinic) structural, mechanical, plumbing, electrical, roofing, emergency generators, heating/air conditioning and other building systems. Administer a preventative maintenance program for the various building systems. 5. Install and repair or replace doors, windows, cabinetry, sealants, lighting, and building finishes (including flooring, carpentry, ceiling tiles, paint and caulk). 6. Manage parking in the Courthouse, Courthouse Annex, Gadsden Street lot and Main Library; maintain parking access gates, readers, striping and signage; manage parking waiting lists for Courthouse and Courthouse Annex employees; administer employee parking contracts; and manage parking revenue. 7. Administer grounds keeping, custodial, mail equipment, parking equipment, pest control, generators, elevators, chillers, security, fire and integrated HVAC contracts. 8. Manage security access control systems, including generating access cards, modifying and terminating employee authorized access levels, coordinating the installation, maintenance and replacement of card readers, replacing keys and changing or adding hardware. 9. Maintain fire protection systems, including monitoring panels and automated sprinklers. 10. Design and remodel interior office space, such as wall and modular system removals and installations, cabinetry and shelving construction, installation of plumbing fixtures and ductwork. 11. Research energy conservation and sustainable building opportunities and take appropriate action. 12. Raise and lower the flags, hang plaques and pictures, put up and take down decorations, transfer surplus property to the warehouse, and surplus auctions. 13. Provide internal mail services for all Leon County Departments. 14. Manage the central records warehouse, including security, property deliveries and transfers, storage and destruction. 15. Design and construct various items for special projects. 16. Provide assistance in moves within departments. 17. Participate in the set-up and break-down of chairs, tables, tents, etc., for special events/functions.
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	\$2.08 sq. ft.	\$2.02 sq. ft.
G5	Repair and Maintenance cost per Square Foot – Contracted	0.98 sq. ft.	.78 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); International City Management Association (ICMA) Center for Performance Management. Ratios are based on (RSF) rentable square ft.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Facilities Management – Facilities Management (001-150-519)

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Q3, EC2	Dollar (\$) volume of capital projects managed in millions.	\$4.1	\$2.6	\$4.6	\$5.4
Q3, Q6	Number of work orders opened. ¹	14,496	14,133	15,600	15,800
Q3	Percent of work orders opened for preventative maintenance.	66%	67%	75%	75%
Q3, Q6	Number of work orders opened for set-ups/take-down and special events/projects.	92	87	93	93
G2, G4	Percent of field workforce converted to mobile technology. ²	25%	50%	75%	95%
Q3, EC2	Total square footage of County facilities maintained. ³	1,573,274	1,587,228	1,587,228	1,594,604

Notes:

1. In a continued effort to provide more accurate data, Facilities Management continues the process of “scrubbing data” which also includes, updating equipment information and streamlining workflow processes.
2. In a continued effort to improve customer service, Facilities will implement Mobile Technology for approximately 95% of the field staff by 2019.
3. The FY 2019 sq ft. increase reflects the Concord School/Community Center (7,376 sq. ft.).

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Facilities Management Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	2,590,060	2,536,848	2,668,848	-	2,668,848	2,762,265
Operating	6,087,163	6,696,483	6,588,632	318,991	6,907,623	7,006,374
Transportation	86,386	95,415	104,771	-	104,771	104,771
Capital Outlay	4,077	92,765	92,765	-	92,765	92,765
Total Budgetary Costs	8,767,686	9,421,511	9,455,016	318,991	9,774,007	9,966,175
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
County Government Annex (165-154-519)	376,292	448,935	439,206	22,995	462,201	473,322
Facilities Management (001-150-519)	7,045,449	7,418,280	7,475,732	146,996	7,622,728	7,845,334
Huntington Oaks Plaza Operating (166-155-519)	41,953	86,545	93,401	1,500	94,901	86,953
Public Safety Complex Facilities (001-410-529)	1,303,992	1,467,751	1,446,677	147,500	1,594,177	1,560,566
Total Budget	8,767,686	9,421,511	9,455,016	318,991	9,774,007	9,966,175
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	8,349,441	8,886,031	8,922,409	294,496	9,216,905	9,405,900
165 County Government Annex	376,292	448,935	439,206	22,995	462,201	473,322
166 Huntington Oaks Plaza	41,953	86,545	93,401	1,500	94,901	86,953
Total Revenues	8,767,686	9,421,511	9,455,016	318,991	9,774,007	9,966,175
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Facilities Management	33.00	34.00	36.00	-	36.00	36.00
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)	37.00	38.00	40.00	-	40.00	40.00

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Facilities Management - Facilities Management (001-150-519)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	2,280,025	2,281,900	2,412,269	-	2,412,269	2,497,282
Operating	4,674,961	5,030,965	4,948,692	146,996	5,095,688	5,233,281
Transportation	86,386	95,415	104,771	-	104,771	104,771
Capital Outlay	4,077	10,000	10,000	-	10,000	10,000
Total Budgetary Costs	7,045,449	7,418,280	7,475,732	146,996	7,622,728	7,845,334
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	7,045,449	7,418,280	7,475,732	146,996	7,622,728	7,845,334
Total Revenues	7,045,449	7,418,280	7,475,732	146,996	7,622,728	7,845,334
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Director Resource Stewardship	1.00	1.00	1.00	-	1.00	1.00
Facilities Senior Operations Manager	1.00	1.00	1.00	-	1.00	1.00
Construction Manager II	0.50	-	-	-	-	-
Customer Services Technician	1.00	1.00	-	-	-	-
Facilities Maintenance Supervisor	1.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance Superintendent	2.50	2.50	2.50	-	2.50	2.50
Operations Analyst	-	-	1.00	-	1.00	1.00
Facilities Support Tech II	15.00	15.00	15.00	-	15.00	15.00
Facilities Operations Supervisor I	2.00	2.00	2.00	-	2.00	2.00
Facilities Operations Tech I	2.00	2.00	2.00	-	2.00	2.00
Facilities Operations Tech II	2.00	2.00	2.00	-	2.00	2.00
Facilities Manager	-	1.00	1.00	-	1.00	1.00
PSC Operations Manager	-	0.50	0.50	-	0.50	0.50
Facilities Support Tech III	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate V	1.00	1.00	2.00	-	2.00	2.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate IV	1.00	1.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	33.00	34.00	36.00	-	36.00	36.00

The major variances for the FY2019 Facilities Management budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Administrative Associate IV position was moved to the Facilities Management division from Parks and Recreation in order to align all Administrative Associates into one division and an Operations Analyst position was realigned to the Facilities Management division from the Solid Waste division.
3. Customer Service Technician was realigned to a Facilities Support Tech II for a total of fifteen (15) Facilities Support Tech II positions in FY 2019.
4. Operating costs in the amount of \$146,996 including annual inspection fees of courthouse panels and sealant maintenance in the amount of \$45,000; an increase in grounds keeping in the amount of \$17,611; increases in chiller chemicals and chiller maintenance in the amount of \$16,682; custodial services for carpet and vinyl carpet tiling (VCT); and an increase in fire sprinkler system charges in the amount of \$7,955.
5. Increases in custodial services and utility services related to the opening of the Medical Examiner facility in the second half of FY 2019 in the amount of \$59,748 including but not limited to grounds keeping, security services, custodial services, long term repair and maintenance offset by fees paid by the Medical Examiner.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Facilities Management - Public Safety Complex Facilities (001-410-529)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	263,358	210,728	210,785	-	210,785	217,524
Operating	1,040,634	1,174,258	1,153,127	147,500	1,300,627	1,260,277
Capital Outlay	-	82,765	82,765	-	82,765	82,765
Total Budgetary Costs	1,303,992	1,467,751	1,446,677	147,500	1,594,177	1,560,566
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	1,303,992	1,467,751	1,446,677	147,500	1,594,177	1,560,566
Total Revenues	1,303,992	1,467,751	1,446,677	147,500	1,594,177	1,560,566
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Construction Manager II	0.50	-	-	-	-	-
Facilities Maintenance Superintendent	0.50	0.50	0.50	-	0.50	0.50
PSC Operations Manager	-	0.50	0.50	-	0.50	0.50
PSC Facilities Support Tech III	2.00	1.00	1.00	-	1.00	1.00
PSC Facilities Support Tech IV	-	-	1.00	-	1.00	1.00
Facilities Support Tech IV	-	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 FY19 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 estimated at 7%, 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 \$147,500 related to an increase of \$90,000 for UPS (Uninterruptible Power Supplies) annual maintenance schedule; an increase of \$30,000 for a building automation controls upgrade; an increase of \$20,500 for a new comprehensive preventative maintenance plan for the PDU (power distribution units) at the PSC (Public Safety Complex) main data center for 24 hour technical support and automated engineering upgrades; and an increase of \$7,000 for grounds and landscaping costs.
3. Capital Outlay of \$82,765 is for modular construction and office furniture for various agencies such as Emergency Medical Services/Animal Control space reconfiguration, Emergency Operations Center space reconfiguration, and Consolidated Dispatch Agency space reconfiguration.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Facilities Management - County Government Annex (165-154-519)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	46,677	44,220	45,794	-	45,794	47,459
Operating	329,615	404,715	393,412	22,995	416,407	425,863
Total Budgetary Costs	376,292	448,935	439,206	22,995	462,201	473,322
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
165 County Government Annex	376,292	448,935	439,206	22,995	462,201	473,322
Total Revenues	376,292	448,935	439,206	22,995	462,201	473,322
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Facilities Support Tech 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 2019 budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Increase in Operating costs of \$22,995 related to \$15,000 for flooring services; \$695 for fire suppression and fire alarm system annual maintenance costs; \$4,800 for expanded vendor landscape services; and \$2,500 for electronic signage directories.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Facilities Management - Huntington Oaks Plaza Operating (166-155-519)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	41,953	86,545	93,401	1,500	94,901	86,953
Total Budgetary Costs	41,953	86,545	93,401	1,500	94,901	86,953
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
166 Huntington Oaks Plaza	41,953	86,545	93,401	1,500	94,901	86,953
Total Revenues	41,953	86,545	93,401	1,500	94,901	86,953

The major variances for the FY 2019 budget are as follows:

Increases to Program Funding:

1. Contractual services in the amount of \$1,500 related to an increase in Professional broker fees of \$2,000 offset by a decrease in custodial services of \$500 due to a reduced scope in services related to floor cleaning.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Solid Waste Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,691,437	1,716,410	1,675,668	-	1,675,668	1,729,194
Operating	7,293,312	7,646,648	7,468,303	-	7,468,303	7,690,750
Transportation	408,862	367,065	264,358	-	264,358	265,210
Total Budgetary Costs	9,393,611	9,730,123	9,408,329	-	9,408,329	9,685,154
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Hazardous Waste (401-443-534)	659,025	682,230	696,707	-	696,707	710,537
Landfill Closure (401-435-534)	136,533	-	-	-	-	-
Rural Waste Service Centers (401-437-534)	652,360	676,213	659,917	-	659,917	673,543
Solid Waste Management Facility (401-442-534)	1,014,598	648,231	555,284	-	555,284	677,856
Transfer Station Operations (401-441-534)	6,931,095	7,114,555	7,079,329	-	7,079,329	7,205,332
Yard Waste (401-416-534)	-	608,894	417,092	-	417,092	417,886
Total Budget	9,393,611	9,730,123	9,408,329	-	9,408,329	9,685,154
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
401 Solid Waste	9,393,611	9,730,123	9,408,329	-	9,408,329	9,685,154
Total Revenues	9,393,611	9,730,123	9,408,329	-	9,408,329	9,685,154
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Yard Waste	-	1.30	1.30	-	1.30	1.30
Rural Waste Service Centers	8.65	8.40	8.40	-	8.40	8.40
Transfer Station Operations	11.90	12.65	12.05	-	12.05	12.05
Solid Waste Management Facility	3.60	2.55	2.15	-	2.15	2.15
Hazardous Waste	3.25	3.25	3.25	-	3.25	3.25
Total Full-Time Equivalents (FTE)	27.40	28.15	27.15	-	27.15	27.15
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Rural Waste Service Centers	1.00	1.00	1.00	-	1.00	1.00
Hazardous Waste	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	2.00	2.00	2.00	-	2.00	2.00

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Solid Waste - Yard Waste (401-416-534)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	-	77,517	80,640	-	80,640	83,720
Operating	-	505,530	326,452	-	326,452	324,166
Transportation	-	25,847	10,000	-	10,000	10,000
Total Budgetary Costs	-	608,894	417,092	-	417,092	417,886
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
401 Solid Waste	-	608,894	417,092	-	417,092	417,886
Total Revenues	-	608,894	417,092	-	417,092	417,886
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Solid Waste Supervisor	-	0.15	0.15	-	0.15	0.15
Crew Chief II	-	0.25	0.25	-	0.25	0.25
Solid Waste Operator	-	0.90	0.90	-	0.90	0.90
Total Full-Time Equivalents (FTE)	-	1.30	1.30	-	1.30	1.30

Beginning in FY 2018, 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 2019 budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average.

Decreases to Program Funding:

1. Decrease to yard waste processing contract due to reduced tonnage received from the City of Tallahassee.
2. Operating costs for vehicle repairs in the amount of \$19,670.
3. Reduction in transportation costs in the amount of \$15,847 based on diesel fuel costs not increasing as much as the market anticipated in FY2018, resulting in a savings in FY2019.
4. Reduced vehicle insurance coverage in the amount of \$3,967.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Solid Waste - Landfill Closure (401-435-534)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	136,533	-	-	-	-	-
Total Budgetary Costs	136,533	-	-	-	-	-
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
401 Solid Waste	136,533	-	-	-	-	-
Total Revenues	136,533	-	-	-	-	-

The Board approved closing the landfill at the April 28, 2015 FY 2016 Budget Workshop. This budget was used to budget engineering costs associated with the permitting and closure design of the landfill. The current landfill closure is funded through a capital project.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Solid Waste – Rural Waste Service Centers (401-437-534)

Goal	The Rural Waste Service Centers serve as part of an integrated solid waste management system dedicated to excellent customer service and responsible fiscal and environmental stewardship.
Core Objectives	<ol style="list-style-type: none"> 1. Provide solid waste drop-off services for residents in unincorporated Leon County. 2. Provide drop-off for garbage, appliances, tires, yard debris, recyclables, electronics, automotive batteries, fluorescent tubes and used motor oil. 3. Conduct safe hauling and transportation of collected waste to the appropriate Solid Waste Management Facility. 4. Provide waste screening. 5. Provide community information kiosks.
Statutory Responsibilities	Chapter 403.702(2)(c)(i) Florida Statutes requires counties to plan and provide efficient, environmentally acceptable solid waste management; Article V, Section 18-136, Leon County Code of Ordinances (Solid Waste Ordinance) authorizes the county to operate and maintain solid waste collection, removing, transferring, sorting, reclaiming, and disposal systems; Chapter 62-701 Florida Administrative Code regulates solid waste management facilities; and the Leon County Comprehensive Plan, Solid Waste Element.
Advisory Board	None

Performance Measures					
Priorities	Performance Measures	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimate	FY 2019 Estimate
G1	Number of random load inspections per site per month.	10	10	10	10
G2	Annual customer satisfaction survey score (1=very poor, 5=excellent).	4.89	4.92	4.99	4.99
G5	Number of chargeable accidents for roll-off truck drivers.	0	0	0	0
G5	Number of traffic violations for roll-off truck drivers.	0	0	0	0
G2	Average customer turnaround time from gate to gate.	8 minutes	8 minutes	8 minutes	8 minutes
G2	Average truck turnaround time from gate to gate. ¹	90 minutes	90 minutes	90 minutes	90 minutes
EN1	Tons of rural waste collected.	2,071	2,000	2,500	2,500

- Notes:
1. Rural Waste drivers continue to maintain a ninety-minute turn-around time, matching the previous year's average and the estimate for FY 2019. Ninety minutes is estimated to be the optimal turn-around time with the ongoing road construction on Capital Circle Southwest. However, construction is close to completion and turnaround times should improve.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Solid Waste - Rural Waste Service Centers (401-437-534)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	432,709	420,956	420,355	-	420,355	433,929
Operating	120,096	147,458	147,549	-	147,549	147,601
Transportation	99,555	107,799	92,013	-	92,013	92,013
Total Budgetary Costs	652,360	676,213	659,917	-	659,917	673,543
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
401 Solid Waste	652,360	676,213	659,917	-	659,917	673,543
Total Revenues	652,360	676,213	659,917	-	659,917	673,543
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Solid Waste Operator	3.00	3.00	3.00	-	3.00	3.00
In-Mate Supervisor	0.50	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 SVC Center Attendant	3.15	3.15	3.15	-	3.15	3.15
Total Full-Time Equivalents (FTE)	8.65	8.40	8.40	-	8.40	8.40
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 2019 budget are as follows:

Decreases in Program Funding:

1. Decrease in personnel expenses due to offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Reduction in transportation costs related to a reduction in fuel and oil in the amount of \$11,140. The estimated cost of diesel is lower for FY19 compared to FY18 with diesel fuel making up the largest portion of the fuel budget. Diesel fuel costs did not increase as much as the market anticipated in FY 2018, resulting in a savings in FY 2019.
3. Vehicle Repairs in the amount of \$3,765.
4. Vehicle coverage reductions in the amount of \$881 resulting in lower vehicle insurance coverage premiums.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Solid Waste – Transfer Station Operations (401-441-534)

Goal	The Transfer Station is an essential component of an integrated solid waste management system dedicated to excellent public service and responsible fiscal and environmental stewardship.
Core Objectives	<ol style="list-style-type: none"> 1. Provide a management facility for residential and commercial Class I solid waste for all Leon County. 2. Conduct screening of delivered waste for prohibited materials. 3. Provide transportation and disposal of accepted waste to a regional landfill, by agreement with contracted waste disposal company. 4. Provide a facility for County's Continuity of Operations Plan (COOP) in case of disaster. 5. Provide public weights at the facility scalehouse. 6. Provide litter control on Gum Road and portions of Capital Circle NW.
Statutory Responsibilities	Chapter 403.706(1), Florida Statutes requires counties to provide for the operation of solid waste disposal facilities to meet the needs of all incorporated and unincorporated areas of the county; Chapter 62-701, Florida Administrative Code regulates permitting and operation of solid waste management facilities, including transfer stations; Article V, Section 18-136, Leon County Code of Ordinances authorizes the County to own, operate and maintain solid waste transferring systems and to levy a charge or assessment on the users of such systems; and Leon County Comprehensive Plan, Solid Waste Element.
Advisory Board	None

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G1	Tipping Fee	\$38.80 ¹	\$43.65 ²

Notes:

1. Effective October 1, 2018, the fee will be \$38.80. The increase from \$37.80 is due to annual adjustments in the fuel service charge.
2. Average State of Florida Tipping Fee (Source: Green Power, Inc.)

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
G2	Percent of operating days with waste left on the floor overnight.	0%	0%	0%	0%
G2	Average loading time for transport trailers (minutes).	12	12	12	12
G4	Percent of employees satisfying FDEP certification requirements.	100%	100%	100%	100%
G1	Percent of FDEP quarterly inspections found in compliance.	100%	100%	100%	100%
EN1	Average net outbound load weight (tons). ¹	26.26	26.20	26.50	26.25
EN1	Tons of Class I waste processed.	198,880	208,731	190,000	195,000

Notes:

1. Average State of Florida Tipping Fee (Source: Green Power Inc.)

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Solid Waste - Transfer Station Operations (401-441-534)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	735,858	756,562	720,570	-	720,570	744,371
Operating	6,040,815	6,193,210	6,284,977	-	6,284,977	6,386,327
Transportation	154,422	164,783	73,782	-	73,782	74,634
Total Budgetary Costs	6,931,095	7,114,555	7,079,329	-	7,079,329	7,205,332
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
401 Solid Waste	6,931,095	7,114,555	7,079,329	-	7,079,329	7,205,332
Total Revenues	6,931,095	7,114,555	7,079,329	-	7,079,329	7,205,332
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Assistant Public Works Director	0.25	-	-	-	-	-
Solid Waste Superintendent	1.00	1.00	1.00	-	1.00	1.00
Financial Compliance Manager	-	0.60	-	-	-	-
Solid Waste Supervisor	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
Contract Compliance Specialist	-	1.00	1.00	-	1.00	1.00
Senior Solid Waste Operator	1.00	1.00	1.00	-	1.00	1.00
In-Mate Supervisor	0.25	0.25	0.25	-	0.25	0.25
Weighmaster	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate V	0.60	-	-	-	-	-
Total Full-Time Equivalents (FTE)	11.90	12.65	12.05	-	12.05	12.05

The major variances for the FY 2019 budget are as follows:

Increases to Program Funding:

1. Operating costs in the amount of \$91,767 related to but not limited to contractual services and costs for uniforms; annual paradigm scale software; street sweeping; hauling & disposal; rentals and leases; and vehicle repair.

Decreases to Program Funding:

1. Position reduction related to realignment of the Financial Compliance Manager to an Operations Analyst position in the Facilities Management division. The realignment resulted in a reduction in personnel services costs of \$35,992. This is offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Decrease in utility services in the amount of \$5,168.
3. Decrease in vehicle insurance coverage in the amount of \$189.
4. Diesel fuel costs did not increase as much as the market anticipated in FY2018, resulting in a savings in FY 2019.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Solid Waste – Solid Waste Management Facility

Goal	The Solid Waste Management Facility is an essential component of an integrated solid waste management system dedicated to excellent public service and responsible fiscal and environmental stewardship. The goals of the Facility are to comply with the Florida Department of Environmental Protection Operating Permit and to ensure that existing solid waste is properly contained by maintaining the surfaces of the inactive cells to reduce erosion and landfill gas emissions.
Core Objectives	<ol style="list-style-type: none"> 1. Manage a cost effective, convenient, and environmentally safe Solid Waste Management Facility. 2. Recycle yard debris and waste tires. 3. Provide environmental monitoring of air, groundwater, and surface water. 4. Provide free coarse and fine mulch to residents and businesses. 5. Maintain all-weather, safe access to all areas of the Solid Waste Management Facility. 6. Maintain and provide erosion control of closed and inactive landfill cells. 7. Provide stormwater management and treatment. 8. Provide litter control within the facility and along portions of Apalachee Parkway. 9. Properly dispose of asbestos. 10. Maintain existing closed cells of the landfill that contain Class I solid waste as required by Florida Department of Environmental Protection permit. 11. Install necessary lining material and sod to prevent landfill waste from damaging the surrounding environment.
Statutory Responsibilities	Chapter 403.706(1), Florida Statutes requires counties to provide for the operation of solid waste disposal facilities to meet the needs of all incorporated and unincorporated areas of the county; Chapter 62-701, Florida Administrative Code regulates permitting and operation of solid waste management facilities, including landfills; Chapter 62-701.600, Florida Administrative Code governs landfill closure and long-term care; Article V, Section 18-136, Leon County Code of Ordinances authorizes the County to own, operate and maintain solid waste disposal systems and to levy a charge or assessment on the users of such systems; and the Leon County Comprehensive Plan, Solid Waste Element
Advisory Board	None

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark ¹
G1	Tipping Fee (Yard Debris)	\$42.92/Ton	\$39/Ton

1. Includes average yard debris tipping fees for eight Florida counties with operations similar to Leon County.

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
G1	Percent of Florida Department of Environmental quarterly inspections found in compliance.	100%	100%	100%	100%
G4	Percent of employees satisfying Florida Department of Environmental certification requirements.	100%	100%	100%	100%
EN4	Tons of tire waste processed. ¹	254	302	240	250
EN4	Tons of wood waste processed. ²	25,010	29,209	10,000	10,000

Notes:

1. The estimated tire waste tonnage is based on previous years' averages.

2. Yard Debris processing is based on average tonnage per year of Clean and Bagged material. City of Tallahassee (COT) stopped bringing in bagged yard debris which equates to about 50% of total tonnage. The FY18 and FY19 estimated Yard Debris tonnage should drop to around 10,000 tons per year.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Solid Waste - Solid Waste Management Facility (401-442-534)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	249,573	181,488	165,330	-	165,330	171,002
Operating	619,273	406,158	310,713	-	310,713	427,613
Transportation	145,752	60,585	79,241	-	79,241	79,241
Total Budgetary Costs	1,014,598	648,231	555,284	-	555,284	677,856
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
401 Solid Waste	1,014,598	648,231	555,284	-	555,284	677,856
Total Revenues	1,014,598	648,231	555,284	-	555,284	677,856
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Financial Compliance Manager	-	0.40	-	-	-	-
Solid Waste Supervisor	1.00	0.85	0.85	-	0.85	0.85
Crew Chief II	1.00	0.75	0.75	-	0.75	0.75
Solid Waste Financial Specialist	0.20	0.20	0.20	-	0.20	0.20
Solid Waste Operator	1.00	0.10	0.10	-	0.10	0.10
In-Mate Supervisor	-	0.25	0.25	-	0.25	0.25
Administrative Associate V	0.40	-	-	-	-	-
Total Full-Time Equivalents (FTE)	3.60	2.55	2.15	-	2.15	2.15

On May 12, 2015, the Board approved the closure of the Landfill. The major variances for the FY 2019 budget are as follows:

Increases to Program Funding:

1. Increase in transportation related costs in the amount of \$18,656 related to vehicle insurance coverage in the amount of \$1,704; in vehicle repair in the amount of \$11,519 and in fuel and oil costs in the amount of \$5,433.

Decreases to Program Funding:

1. Elimination of post closure landfill liability closure costs in the amount of \$118,000 which are no longer needed since the closure of the landfill has commenced.
2. Position reduction related to realignment of the Financial Compliance Manager to an Operations Analyst position in the Facilities Management division offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average.
3. Reduction in phone system costs in the amount of \$1,877.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Solid Waste – Hazardous Waste (401-443-534)

Goal	The goal of the Hazardous Waste Management Program is to ensure that hazardous waste materials are properly managed and legally disposed in an environmentally sound manner.
Core Objectives	<ol style="list-style-type: none"> 1. Accept hazardous waste from households and conditionally exempt small quantity generators. 2. Respond to requests for information and for assistance with hazardous waste disposal. 3. Recycle, treat or ship hazardous waste collected at the Hazardous Waste Center. 4. Operate "Reuse Center" to recycle items and materials for use by County residents. 5. Perform local hazardous waste assessments. 6. Oversee limited hazardous waste collection at Rural Waste Service Centers. 7. Conduct monthly remote collection events at the Public Works Operations Center. 8. Provide hazardous waste disposal for the City of Tallahassee "Cash for Trash" program. 9. Consolidate and lab pack hazardous materials by type to reduce disposal cost. 10. Provide hazardous waste safety training for Solid Waste Division staff. 11. Inspect random loads for hazardous materials. 12. Provide hazardous materials management educational services. 13. Provide recycling services for electronic scrap.
Statutory Responsibilities	<p><i>Federal:</i> The Resource Conservation and Recovery Act; Code of Federal Regulations Title 40, Chapter 1, Part 61 Subpart M, National Emission Standard for Asbestos; Code of Federal Regulations Title 40, Chapter 1, Parts 258, 259, 260, 261, 264, 268, 273, 279, Protection of Environment</p> <p><i>State:</i> Florida Statutes Chapter 376, Pollution Discharge Prevention And Removal; Florida Statutes Chapter 403, Environmental Control; Florida Administrative Code (FAC) Chapter 62-701, Solid Waste Management Facilities; FAC Chapter 62-730, The Hazardous Waste Rule; FAC Chapter 62-731, County and Regional Hazardous Waste Management Programs; FAC Chapter 62-710, Used Oil Program; FAC Chapter 62-257, The Asbestos Program; FAC Chapter 62-737, The Management of Spent Mercury Containing Lamps and Devices Destined for Recycling</p>
Advisory Board	None

Performance Measures					
Priorities	Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
EN1	Number of residents using household hazardous waste disposal service. ¹	15,078	16,253	15,000	17,000
EN1	Number of conditionally exempt agencies and small businesses household hazardous waste disposal services provided to.	231	252	200	225
EN1	Number of participants at off-site household hazardous waste collection events. ²	2,725	3,506	3,500	3,700
EN1	Number of tons of potentially hazardous material processed.	399	416	425	425
EN1	Number of tons of potentially hazardous material reused or recycled.	234	247	250	250
EN1	Number of tons of electronics waste processed.	347	394	325	350

Notes:

1. The increase in the number of residents is a result of more participation in areas such as e-scrap and better tracking to more accurately capture total visits.
2. Due to the increase in participants at off-site household hazardous waste collection events FY18 estimate has been adjusted.

Leon County Fiscal Year 2019 Adopted Budget

Office of Resource Stewardship

Solid Waste - Hazardous Waste (401-443-534)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	273,297	279,887	288,773	-	288,773	296,172
Operating	376,595	394,292	398,612	-	398,612	405,043
Transportation	9,133	8,051	9,322	-	9,322	9,322
Total Budgetary Costs	659,025	682,230	696,707	-	696,707	710,537
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
401 Solid Waste	659,025	682,230	696,707	-	696,707	710,537
Total Revenues	659,025	682,230	696,707	-	696,707	710,537
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Hazardous Waste Manager	1.00	1.00	1.00	-	1.00	1.00
Hazardous Materials Technician	2.00	2.00	2.00	-	2.00	2.00
In-Mate Supervisor	0.25	0.25	0.25	-	0.25	0.25
Total Full-Time Equivalents (FTE)	3.25	3.25	3.25	-	3.25	3.25
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Hazardous 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 2019 budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Increase in vehicle repairs in the amount of \$1,580.

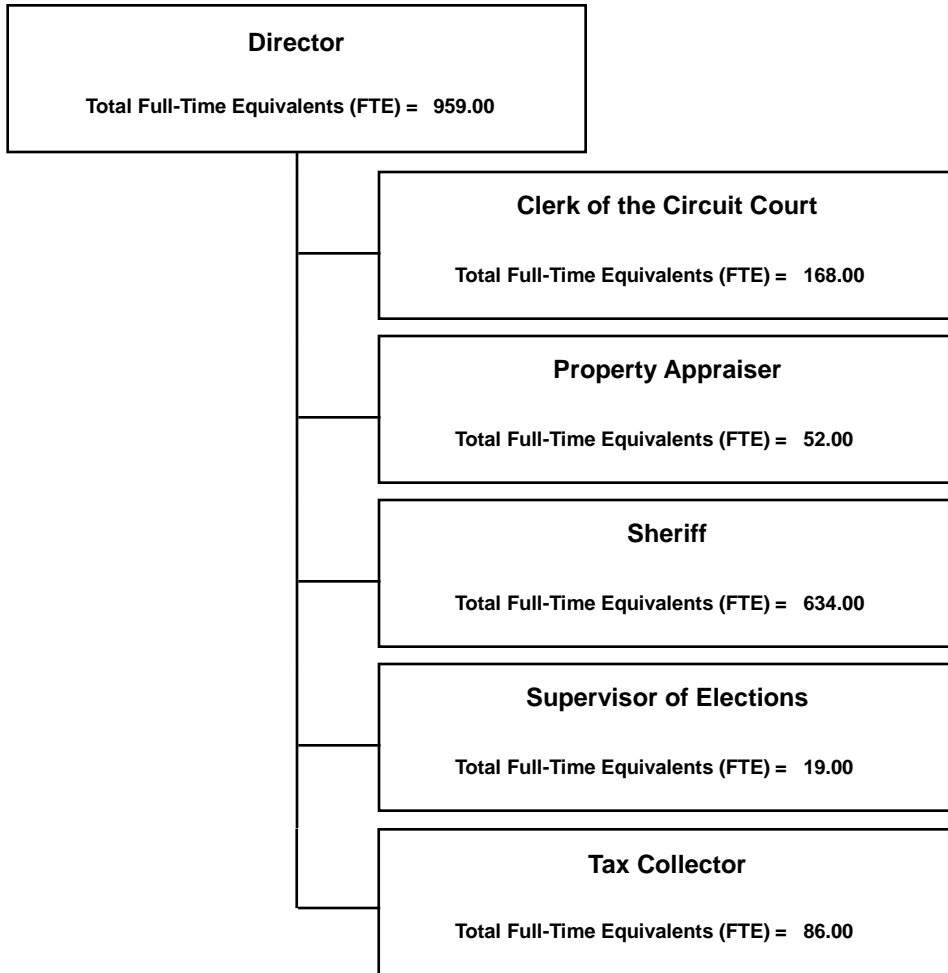
Leon County Fiscal Year 2019 Adopted Budget

Constitutional

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Leon County Fiscal Year 2019 Adopted Budget

Constitutional



Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Executive Summary

The Constitutional section of the Leon County FY 2018/2019 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 conducts all elections for the community. The Tax Collector's Office provides tax collection and distribution services to taxpayers, business and taxing authorities.

HIGHLIGHTS

The Clerk's Office continues to provide staffing for the County Courts (Small Claims, Traffic, and Misdemeanor); provide accounting services for the Board of County Commissioners, records management, Clerk and County Court accounting, cash management and payroll services; keep minutes of the Board's meetings and workshops; and provide treasury, custodian, and accounting functions for the Supervisor of Elections. The Clerk's Office continues to use technology to enhance the efficiency and effectiveness of the services it offers to its customers. Contractual increase of \$94,097 for financial services provided by the Clerk as part of the contract with the County offset by a decrease in Article V funding in the amount of \$4,571, for a net increase of \$89,526

The Property Appraiser's Office manages and certifies property values and exemptions for more than 108,000 parcel currently totaling \$26.8 billion in Just Value and \$15.6 billion in Taxable Value. 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 have moved to e-TRIM for the Truth-In-Millage (TRIM) statutory reporting requirements. This electronic process has increased efficiencies in both agencies 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 2019, the Sheriff's office added four new road deputy positions, one cybercrime detective, one fleet mechanic and one records technician for Law Enforcement, and four new correctional officer positions in Corrections. Additionally, the Sheriff added three School Resource Officers (SROs) that are 100% funded by the School Board. Additional funding in the amount of \$1.2 million is allocated for the replacement of 26 Sheriff patrol vehicles as well as \$2.9 million for capital improvements at the Detention Center.

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 Presidential Primary and general elections cycles and decreases in off-year election cycles. The upcoming FY 2018 cycle is a non-presidential general election cycle. For FY 2019, the Supervisor of Elections budget decreased in the amount of \$141,556.

The Tax Collector continues to provide efficient, accurate, and convenient tax collection to taxpayers, businesses, and taxing authorities in a fair, friendly, courteous and professional manner. The County is also responsible for paying commission on the ad valorem assessment from the Leon School Board due to increased property valuations, ad valorem collections will increase causing an increase in commission payments to this office.

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	56,399,234	58,186,544	60,302,704	686,899	60,989,603	65,619,447
Operating	15,816,666	18,570,380	18,943,104	-	18,943,104	19,892,124
Transportation	601,539	5,810	6,234	-	6,234	6,234
Capital Outlay	1,319,070	622,495	1,733,761	-	1,733,761	1,758,021
Grants-in-Aid	2,502,466	2,482,569	2,774,529	-	2,774,529	2,913,255
Interfund Transfers	419,320	-	-	-	-	-
Constitutional Payments	11,972,817	11,976,617	12,098,194	-	12,098,194	12,461,713
Sheriff Offset	-	(1,247,759)	(1,305,242)	(352,132)	(1,657,374)	(1,657,374)
Total Budgetary Costs	89,031,112	90,596,656	94,553,284	334,767	94,888,051	100,993,420
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Clerk of the Circuit Court	2,016,674	2,095,843	2,185,369	-	2,185,369	2,246,724
Property Appraiser	5,143,525	5,094,412	5,088,414	-	5,088,414	5,241,066
Sheriff	72,814,412	73,935,086	77,916,264	334,767	78,251,031	82,649,407
Supervisor of Elections	4,198,317	4,259,755	4,118,199	-	4,118,199	5,453,260
Tax Collector	4,858,184	5,211,560	5,245,038	-	5,245,038	5,402,963
Total Budget	89,031,112	90,596,656	94,553,284	334,767	94,888,051	100,993,420
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	11,319,906	11,671,525	11,785,156	-	11,785,156	12,138,710
060 Supervisor of Elections	4,198,317	4,259,755	4,118,199	-	4,118,199	5,453,260
110 Fine and Forfeiture	73,221,869	74,360,284	78,336,891	334,767	78,671,658	83,078,447
123 Stormwater Utility	67,960	65,920	65,920	-	65,920	65,920
135 Emergency Medical Services MSTU	144,369	150,144	156,149	-	156,149	162,395
145 Fire Services Fee	38,399	45,908	47,849	-	47,849	50,590
162 County Accepted Roadways and Drainage Systems	5,500	5,500	5,500	-	5,500	5,500
164 Special Assessment - Killlearn Lakes Units I and II Sewer	4,565	5,000	5,000	-	5,000	5,000
401 Solid Waste	30,227	32,620	32,620	-	32,620	33,598
Total Revenues	89,031,112	90,596,656	94,553,284	334,767	94,888,051	100,993,420
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Clerk of the Circuit Court	168.00	168.00	168.00	-	168.00	168.00
Property Appraiser	52.00	52.00	52.00	-	52.00	52.00
Sheriff	609.00	620.00	620.00	14.00	634.00	634.00
Supervisor of Elections	19.00	19.00	19.00	-	19.00	19.00
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
Total Full-Time Equivalents (FTE)	934.00	945.00	945.00	14.00	959.00	959.00
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Clerk of the Circuit Court Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	407,457	425,198	420,627	-	420,627	429,040
Constitutional Payments	1,609,217	1,670,645	1,764,742	-	1,764,742	1,817,684
Total Budgetary Costs	2,016,674	2,095,843	2,185,369	-	2,185,369	2,246,724
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Clerk - Article V Expenses (110-537-614)	407,457	425,198	420,627	-	420,627	429,040
Clerk - Finance Administration (001-132-586)	1,609,217	1,670,645	1,764,742	-	1,764,742	1,817,684
Total Budget	2,016,674	2,095,843	2,185,369	-	2,185,369	2,246,724
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	1,609,217	1,670,645	1,764,742	-	1,764,742	1,817,684
110 Fine and Forfeiture	407,457	425,198	420,627	-	420,627	429,040
Total Revenues	2,016,674	2,095,843	2,185,369	-	2,185,369	2,246,724
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Clerk - Finance Administration	25.00	25.00	25.00	-	25.00	25.00
Clerk - Article V Expenses	143.00	143.00	143.00	-	143.00	143.00
Total Full-Time Equivalents (FTE)	168.00	168.00	168.00	-	168.00	168.00

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Clerk of the Circuit Court & Comptroller – Clerk – Finance Administration

Mission	The goal of the Leon County Clerk of the Circuit Court and Comptroller's (Clerk) Office is to efficiently and effectively perform the responsibilities of Clerk of the Circuit and County Courts, Clerk to the Board of County Commissioners, Recorder, Guardian of Public Records, Treasurer, and Auditor.
Core Objectives	<ol style="list-style-type: none"> 1. As Clerk to the Courts, provides support to the judiciary in all civil and criminal cases; schedules and staffs circuit and county court events; collects and distributes fines, fees, service charges and court costs as mandated by statute and city and county ordinances; keeps and provides access to court-related records; opens, assigns, reopens and reassigns all cases pursuant to statute and administrative order; conducts data entry and case maintenance for court records; summons jurors and pays juror and witness related expenses; and collects and reports court-related data as required by law. 2. Provides accounting services for the Board of County Commissioners, records management, Clerk and County Court accounting, cash management and payroll services. 3. Keeps minutes of the Board's meetings and workshops. 4. Provides treasury, custodian, and accounting functions for the Supervisor of Elections.
Statutory Responsibilities	Florida Statutes Chapter 28 Clerks of the Circuit Courts; Chapter 29 Court System Funding; Chapter 34 County Courts; Chapter 43 Courts: General Provisions; Chapter 218 Financial Matters Pertaining to Political Subdivisions; and Chapter 938 Court Costs.
Advisory Board	Investment Oversight Committee and Audit Advisory Committee

Benchmarking

Benchmark Data	FY16 Leon County Range	Benchmark
All case categories used for benchmarking are listed below – Criminal & Civil	97.0% - 100%	80%

Note: 80% Benchmark established by the Clerks of Courts Operations Corporation created by the Florida Legislature as part of Article V

Performance Measures

Performance Measure		FY 2016 Actual	FY 2017 Actual	FY 2018 Estimate	FY 2019 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	100	86	100	100
	Cases opened for County Court defendants within 3 business days	100	100	100	100
	Cases opened for Juvenile Delinquency within 3 business days	100	100	100	100
	Traffic (UTC) cases opened within 3 business days	97	100	100	100
Civil Cases	Court Circuit cases opened within 2 business days	100	100	100	100
	County cases opened within 2 business days	100	100	100	100
	Traffic (UTC) cases opened within 4 business days	100	100	100	100
	Probate cases opened within 2 business days	100	96	100	100
	Family cases opened within 3 business days	100	100	100	100
	Juvenile Delinquency cases opened within 2 business days	100	94	100	100
Criminal Cases	Circuit defendants docket entries entered within 2 business days	100	100	100	100
	County defendants docket entries entered within 3 business days	100	100	100	100
	Juvenile Delinquency docket entries entered within 2 business days	99	100	99	99
	Traffic (UTC) docket entries entered within 3 business days	99	100	99	99
Civil Cases	Circuit cases entered within 3 business days	99	100	100	100
	County cases entered within 3 business days	100	100	100	100
	Traffic (UTC) cases entered within 4 business days	99	100	99	99
	Probate cases entered within 3 business days	100	100	100	100
	Family cases entered within 3 business days	100	100	100	100
	Juvenile Delinquency cases entered within 3 business days	100	100	100	100

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Clerk of the Circuit Court - Clerk - Finance Administration (001-132-586)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Constitutional Payments	1,609,217	1,670,645	1,764,742	-	1,764,742	1,817,684
Total Budgetary Costs	1,609,217	1,670,645	1,764,742	-	1,764,742	1,817,684
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	1,609,217	1,670,645	1,764,742	-	1,764,742	1,817,684
Total Revenues	1,609,217	1,670,645	1,764,742	-	1,764,742	1,817,684
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Clerk - Finance Division	25.00	25.00	25.00	-	25.00	25.00
Total Full-Time Equivalents (FTE)	25.00	25.00	25.00	-	25.00	25.00

The major variances for the FY 2019 Clerk Finance budget are as follows:

Increases to Program Funding:

- 1) Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for a salary adjustment to be determined by the Clerk.
- 2) Contractual increase of \$94,097 for financial services provided by the Clerk. The contract with the Clerk requires the County be responsible for 72.42% of all costs related to the Finance Department.

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Clerk of the Circuit Court - Clerk - Article V Expenses (110-537-614)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	407,457	425,198	420,627	-	420,627	429,040
Total Budgetary Costs	407,457	425,198	420,627	-	420,627	429,040
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
110 Fine and Forfeiture	407,457	425,198	420,627	-	420,627	429,040
Total Revenues	407,457	425,198	420,627	-	420,627	429,040
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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 Equivalentents (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.

Increases to Program Funding:

1. FY 2019 budget reflects a decrease in operating costs of \$4,571 offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates, and funding for a salary adjustment to be determined by the Clerk.

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Property Appraiser (001-512-586)

Mission	The mission of the Property Appraiser is to locate, appraise and assess all property within Leon County according to the laws of the State of Florida, thereby assuring all property owners with a fair and equitable taxing structure.
Core Objectives	<ol style="list-style-type: none"> 1. Locate, identify and appraise at fair market value all property in Leon County. 2. Maintain assessment limitations as required by Florida Statute. 3. Provide effective and efficient service to the citizens of Leon County. 4. Administer all exemptions and classifications. 5. Submit the tax roll to the Department of Revenue, the Tax Collector and all taxing authorities. 6. Administer the Truth in Millage (TRIM) process.
Statutory Responsibilities	Florida Statute, Chapter 192.091 and Florida Statute, Chapter 195.087, Chapters 193, 194, 196, 197, 200.
Advisory Board	None

Performance Measures				
Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Parcel Count (Real and Personal Property)	120,068	120,377	120,400	120,500
Property Transactions (Sale Count)	11,673	11,467	11,500	11,500
Number of Homestead Exemptions (F.S. 196.031)	54,965	55,267	55,900	56,000
Number of Senior Exemptions (F.S. 196.075)	1,544	1,533	1,570	1,550

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Property Appraiser (001-512-586)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Constitutional Payments	5,143,525	5,094,412	5,088,414	-	5,088,414	5,241,066
Total Budgetary Costs	5,143,525	5,094,412	5,088,414	-	5,088,414	5,241,066
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	5,143,525	5,094,412	5,088,414	-	5,088,414	5,241,066
Total Revenues	5,143,525	5,094,412	5,088,414	-	5,088,414	5,241,066
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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

Decreases to Program Funding:

1. For FY19, the Property Appraiser budget reflects decrease in operating (\$82,545) and capital outlay (\$24,000) expenditures. This is offset by increased costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, , and funding for a salary adjustment to be determined by the Property Appraiser. The total reduction in the Property Appraiser's budget \$5,998.

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Sheriff Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	54,298,198	55,802,841	58,020,299	686,899	58,707,198	62,966,849
Operating	14,006,371	16,284,910	16,719,307	-	16,719,307	16,719,306
Transportation	597,014	-	-	-	-	-
Capital Outlay	991,043	612,525	1,707,371	-	1,707,371	1,707,371
Grants-in-Aid	2,502,466	2,482,569	2,774,529	-	2,774,529	2,913,255
Interfund Transfers	419,320	-	-	-	-	-
Sheriff Offset	-	(1,247,759)	(1,305,242)	(352,132)	(1,657,374)	(1,657,374)
Total Budgetary Costs	72,814,412	73,935,086	77,916,264	334,767	78,251,031	82,649,407
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Corrections (110-511-586)	34,553,755	35,538,002	36,653,766	179,800	36,833,566	38,504,542
Law Enforcement (110-510-586)	38,260,657	38,397,084	41,262,498	154,967	41,417,465	44,144,865
Total Budget	72,814,412	73,935,086	77,916,264	334,767	78,251,031	82,649,407
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
110 Fine and Forfeiture	72,814,412	73,935,086	77,916,264	334,767	78,251,031	82,649,407
Total Revenues	72,814,412	73,935,086	77,916,264	334,767	78,251,031	82,649,407
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Law Enforcement	312.00	327.00	327.00	10.00	337.00	337.00
Corrections	297.00	293.00	293.00	4.00	297.00	297.00
Total Full-Time Equivalentents (FTE)	609.00	620.00	620.00	14.00	634.00	634.00

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Sheriff – Law Enforcement (110-510-586)

Mission	The mission of the Leon County Sheriff's Office – Law Enforcement is to provide the highest professional level of effective and efficient law enforcement services to the residents of Leon County.
Core Objectives	<ol style="list-style-type: none"> 1. Provide a uniformed deputy to respond to all emergency and non-emergency calls for service. 2. Investigate crimes and diligently pursue those persons who violate the law. 3. Provide School Resource Officers at all high schools and middle schools. 4. Execute all processes of the Supreme Court, Circuit Court, County Court, and Board of County Commissioners. 5. Provide Leon County courthouse and courtroom security. 6. Provide the citizens of Leon County with informational publications and programs for crime prevention. 7. Involved in practicing community oriented policing activities and by creating partnerships with local charity agencies.
Statutory Responsibilities	F.S. Article V, Chapter 30 – Sheriffs
Advisory Board	Public Safety Communications Board

Performance Measures				
Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Number of civil processes served ¹ .	31,021	24,250	31,200	30,000
Number of uniform patrol primary/secondary calls for service ² .	118,270	116,655	115,051	113,410
Number of warrants served.	4,934	7,814	7,859	7,859
Number visitors checked at Courthouse entrances.	295,573	272,928	300,000	300,000

Notes:

1. Value does not include attempts for service.
2. Values reflect only calls for Uniform Patrol.

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Sheriff - Law Enforcement (110-510-586)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	31,005,655	31,253,846	32,809,296	507,099	33,316,395	35,905,069
Operating	3,439,908	5,465,911	5,602,410	-	5,602,410	5,602,410
Transportation	570,508	-	-	-	-	-
Capital Outlay	807,102	542,517	1,481,505	-	1,481,505	1,481,505
Grants-in-Aid	2,502,466	2,482,569	2,774,529	-	2,774,529	2,913,255
Interfund Transfers	(64,982)	-	-	-	-	-
Sheriff Offset	-	(1,347,759)	(1,405,242)	(352,132)	(1,757,374)	(1,757,374)
Total Budgetary Costs	38,260,657	38,397,084	41,262,498	154,967	41,417,465	44,144,865
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
110 Fine and Forfeiture	38,260,657	38,397,084	41,262,498	154,967	41,417,465	44,144,865
Total Revenues	38,260,657	38,397,084	41,262,498	154,967	41,417,465	44,144,865

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Sheriff - Law Enforcement (110-510-586)

Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Administrative Associate V	-	4.00	4.00	-	4.00	4.00
Aircraft Mechanic	1.00	1.00	1.00	-	1.00	1.00
Auto Mechanic III	-	-	-	1.00	1.00	1.00
Bailiff Security Technician	1.00	1.00	1.00	-	1.00	1.00
Captain	8.00	4.00	4.00	-	4.00	4.00
Clerk Specialist	1.00	1.00	1.00	-	1.00	1.00
Communications Officer	1.00	1.00	1.00	-	1.00	1.00
Deputy	192.00	196.00	195.00	8.00	203.00	203.00
Deputy/Bailiff	-	-	1.00	-	1.00	1.00
Evidence Custodian	2.00	3.00	3.00	-	3.00	3.00
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
Lieutenant	13.00	15.00	15.00	-	15.00	15.00
Sergeant Accreditation	1.00	1.00	1.00	-	1.00	1.00
Major	3.00	-	-	-	-	-
Process Server	7.00	7.00	7.00	-	7.00	7.00
Records Clerk	2.00	5.00	5.00	1.00	6.00	6.00
Records Manager	1.00	1.00	1.00	-	1.00	1.00
Secretary	2.00	2.00	2.00	-	2.00	2.00
Sergeant	29.00	32.00	32.00	-	32.00	32.00
Sheriff	1.00	1.00	1.00	-	1.00	1.00
Victim Advocate	1.00	1.00	1.00	-	1.00	1.00
IT Technician	3.00	3.00	3.00	-	3.00	3.00
Administrative Assistant	1.00	1.00	1.00	-	1.00	1.00
Civil Enforcement Supervisor	1.00	1.00	1.00	-	1.00	1.00
Crime Analyst	3.00	5.00	5.00	-	5.00	5.00
Fingerprint Clerk	1.00	1.00	1.00	-	1.00	1.00
Fiscal Operations Purch/Prop	2.00	2.00	2.00	-	2.00	2.00
Fleet Maintenance Mechanic	3.00	3.00	3.00	-	3.00	3.00
Human Resources Generalist	4.00	4.00	4.00	-	4.00	4.00
Payroll Specialist	1.00	1.00	1.00	-	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	-	1.00	1.00
IT Manager	1.00	1.00	1.00	-	1.00	1.00
Publication Specialist	1.00	1.00	1.00	-	1.00	1.00
Records Custodian	1.00	1.00	1.00	-	1.00	1.00
Records Specialist	2.00	-	-	-	-	-
Latent Fingerprint Examiner	1.00	1.00	1.00	-	1.00	1.00
Paralegal	1.00	1.00	1.00	-	1.00	1.00
Public Information Officer	1.00	1.00	1.00	-	1.00	1.00
Fiscal Operations Coordinator	1.00	1.00	1.00	-	1.00	1.00
Warrants Clerk	2.00	2.00	2.00	-	2.00	2.00
Judicial Services Specialist	3.00	3.00	3.00	-	3.00	3.00
Chief Administrative Officer	1.00	-	-	-	-	-
Records Technician	4.00	4.00	4.00	-	4.00	4.00
IT Administrator	2.00	2.00	2.00	-	2.00	2.00
Fiscal Clerk II	1.00	1.00	1.00	-	1.00	1.00
Traffic Support Specialist	1.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Sheriff - Law Enforcement (110-510-586)

Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Chief	-	6.00	6.00	-	6.00	6.00
Total Full-Time Equivalents (FTE)	312.00	327.00	327.00	10.00	337.00	337.00

The major variances for the FY 2019 Sheriff Law Enforcement budget are as follows:

The Sheriff's budget (Law Enforcement & Corrections) increased by a total of 5.84%. The increase in the Law Enforcement portion of the Sheriff's budget is 7.87% and includes:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for salary adjustments based on a 3% average. Additional personnel increases reflect the costs associated with the addition of four new uniform patrol deputy positions, year two of a three year plan to hire four new uniform patrol deputies per year, three new School Resource officers (100% funded by the School Board which increases the Sheriff's contractual funding offset by \$352,132), one Cybercrime Detective, one Mechanic and one Records Technician to be funded by fees associated with records request related to digital body cameras. The Law Enforcement portion of the position increase is \$507,099.
2. \$103,208 for various insurance coverages.
3. \$104,762 for repair and maintenance for vehicles, radios, aviation and software.
4. \$74,875 for operating supplies including ammunition, motorcycle and boat supplies, and investigative materials.
5. \$48,743 in communication charges.
6. \$19,125 in other contractual services.
7. \$16,160 for travel and per diem for training.

Increases in Grants in Aid funding:

1. \$291,960 increase for the County's Share of the operation of the Consolidated Dispatch Agency (CDA). This reflects the FY 2019 cost share increase and includes the true up in the decrease in EMS revenue provided to the agency that was over reflected in FY 2018.

Increases in capital outlay funding:

1. \$1,200,500 for fleet vehicles (26) and equipment. This supports the replacement schedule to upgrade the fleet and replace high mileage vehicles that have been in service beyond the recommended useful life.
2. \$98,650 to support replacement plan for tasers (63).
3. \$ 74,750, in automated external defibrillators(AED)s and radios replacements and for newly sworn positions.
4. \$33,900 for information technology related items such as laptops replacement and additions for new positions, and video equipment for Duty Office.
5. \$30,050 for crime scene equipment including camera, light system, freezer and refrigerator.
6. \$21,859 for enclosed trailer, ballistic vests, metal detector and underwater camera.
7. \$15,000 for two sniper tactical rifles.

Decreases in Program Funding:

1. \$168,000 auto repair charges due a decrease in older vehicles as a result of the implementation of the fleet replacement schedule.
2. \$70,00 in computer software funding.
3. \$12,191 in uniforms.

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Sheriff - Corrections (110-511-586)

Mission	The mission of the Leon County Sheriff's Office – Corrections is to provide the highest professional level of effective and efficient detention and correctional services to the residents of Leon County.
Core Objectives	<ol style="list-style-type: none"> 1. Provide care, custody, and control of inmates. 2. Provide medical care for inmates. 3. Administer financial responsibility for medical expenses. 4. Provide transportation of inmates. 5. Provide educational and treatment programs for inmates. 6. Manage inmate work crew programs.
Statutory Responsibilities	F.S. Article V, Chapter 30 – Sheriffs
Advisory Board	Public Safety Coordinating Council

Performance Measures				
Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Number of inmates on average.	1,070	1038	1,084	1051
Number of work crew labor hours.	151,360	100,175	174,460	170,460

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Sheriff - Corrections (110-511-586)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	23,292,543	24,548,995	25,211,003	179,800	25,390,803	27,061,780
Operating	10,566,463	10,818,999	11,116,897	-	11,116,897	11,116,896
Transportation	26,506	-	-	-	-	-
Capital Outlay	183,941	70,008	225,866	-	225,866	225,866
Interfund Transfers	484,302	-	-	-	-	-
Sheriff Offset	-	100,000	100,000	-	100,000	100,000
Total Budgetary Costs	34,553,755	35,538,002	36,653,766	179,800	36,833,566	38,504,542
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
110 Fine and Forfeiture	34,553,755	35,538,002	36,653,766	179,800	36,833,566	38,504,542
Total Revenues	34,553,755	35,538,002	36,653,766	179,800	36,833,566	38,504,542
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Major	1.00	-	-	-	-	-
Captain	3.00	3.00	3.00	-	3.00	3.00
Lieutenant	9.00	10.00	10.00	-	10.00	10.00
Sergeant	23.00	28.00	28.00	-	28.00	28.00
Correctional Officer	206.00	206.00	206.00	4.00	210.00	210.00
Correctional Technician	33.00	31.00	31.00	-	31.00	31.00
Administrative Assistant	2.00	2.00	2.00	-	2.00	2.00
Inmate Records Clerk	4.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance Manager	1.00	1.00	1.00	-	1.00	1.00
Maintenance II	1.00	1.00	1.00	-	1.00	1.00
IT Support Staff	1.00	1.00	1.00	-	1.00	1.00
Fiscal OPS Coordinator	1.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance - Electrician	2.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance - General	3.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance - HVAC	1.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance - Plumber	1.00	1.00	1.00	-	1.00	1.00
Inmate Records Specialist	2.00	1.00	1.00	-	1.00	1.00
Correctional Detective	1.00	-	-	-	-	-
IT Support Supervisor	1.00	1.00	1.00	-	1.00	1.00
Chief	-	1.00	1.00	-	1.00	1.00
Property Manager	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	297.00	293.00	293.00	4.00	297.00	297.00

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Sheriff - Corrections (110-511-586)

The major variances for the FY 2019 Sheriff Corrections budget are as follows:

The Sheriff's budget (Law Enforcement & Corrections) increased by a total of 5.84%. The increase in Correction's portion of the Sheriff's budget is 3.65% and includes:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for salary adjustments based on a 3% average. Additional personnel costs are associated with the addition of four Correctional Officers for the detentions center, year two of a three year plan to hire four new correctional officers per year. The position increase cost is \$179,800.
2. \$338,944 for contractual services including food services, onsite and offsite medical.
3. \$89,490 for insurance coverages.
4. \$15,000 for utility services.
5. \$10,652 for operating supplies for the jail uniforms
6. \$5,100 for software repair and maintenance.

Increases in capital outlay funding including:

1. \$141,866 to replace jail equipment including steam boiler, a convection oven, commercial dryer, office furniture, lead machine and radios.
2. \$60,000 for fleet vehicle replacement
3. \$16,000 for information technology including replacement laptops, printers and monitors.
4. \$7,500 for new and replacement tasers.

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Supervisor of Elections Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	2,101,036	2,383,703	2,282,405	-	2,282,405	2,652,598
Operating	1,402,838	1,860,272	1,803,170	-	1,803,170	2,743,778
Transportation	4,525	5,810	6,234	-	6,234	6,234
Capital Outlay	328,027	9,970	26,390	-	26,390	50,650
Constitutional Payments	361,891	-	-	-	-	-
Total Budgetary Costs	4,198,317	4,259,755	4,118,199	-	4,118,199	5,453,260
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Elections (060-520-586)	176,380	-	-	-	-	-
Elections (060-521-513)	1,344,152	1,633,231	1,421,462	-	1,421,462	2,607,851
Elections (060-521-586)	185,511	-	-	-	-	-
Voter Registration (060-520-513)	2,492,274	2,626,524	2,696,737	-	2,696,737	2,845,409
Total Budget	4,198,317	4,259,755	4,118,199	-	4,118,199	5,453,260
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
060 Supervisor of Elections	4,198,317	4,259,755	4,118,199	-	4,118,199	5,453,260
Total Revenues	4,198,317	4,259,755	4,118,199	-	4,118,199	5,453,260
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Voter Registration	19.00	19.00	19.00	-	19.00	19.00
Total Full-Time Equivalentents (FTE)	19.00	19.00	19.00	-	19.00	19.00
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Elections	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalentents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Supervisor of Elections (060-520/521-513)

Mission	The mission of the Supervisor of Elections office is to provide outstanding voter services and accessible elections in Leon County with integrity, transparency, and accuracy.
Core Objectives	<ol style="list-style-type: none"> 1. Conduct all regularly scheduled federal, state, county and municipal elections as well as any special elections as required by the State of Florida, Leon County, City of Tallahassee or special district. 2. Maintain registration records in physical and electronic form via statewide voter registration database. 3. Perform annual address confirmation maintenance via verification of addresses through the national clearing house for postal change of addresses. 4. Perform voter outreach in Leon County at local events and approximately 80 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	2016 Election Cycle Actuals			2018 Election Cycle Estimates		2020 Election Cycle Estimates		
	PPP	Primary	General	Primary	General	PPP	Primary	General
Number of Registered Voters.	194,676	194,723	206,402	208,000	210,000	215,000	217,000	220,000
Number of Voters Who Voted.	79,378	64,242	155,055	85,280	126,000	93,500	108,500	180,400
Voter Turnout Percentage.	51%*	33%	75%	41%	60%	55%	50%	82%
Number of Early Voters.	19,321	13,963	67,518	20,467	40,320	27,115	29,295	81,180
Number of Precinct Poll Workers Deployed.	850	850	850	850	850	850	850	850
Number of Absentee Ballots Mailed.	21,406	25,692	36,261	27,460	30,429	22,580	29,946	45,641
Number of Absentee Ballots Processed.	16,243	16,503	31,685	23,878	26,460	19,635	26,040	39,688
Number of Provisional Ballots Cast.	759	58	365	125	300	600	70	350
Number of Provisional Ballots Accepted.	208	33	121	75	175	175	55	185

*Percentage is based on number of eligible voters who vote. Due to a closed primary, only Republicans and Democrats were eligible to vote in this election.

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Supervisor of Elections - Voter Registration (060-520-513)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	1,860,081	1,926,657	1,965,628	-	1,965,628	2,022,223
Operating	361,344	692,517	719,360	-	719,360	789,177
Transportation	62	750	859	-	859	859
Capital Outlay	270,787	6,600	10,890	-	10,890	33,150
Total Budgetary Costs	2,492,274	2,626,524	2,696,737	-	2,696,737	2,845,409
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
060 Supervisor of Elections	2,492,274	2,626,524	2,696,737	-	2,696,737	2,845,409
Total Revenues	2,492,274	2,626,524	2,696,737	-	2,696,737	2,845,409
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Elections Systems Specialist	-	-	1.00	-	1.00	1.00
Supervisor of Elections	1.00	1.00	1.00	-	1.00	1.00
Deputy Supervisor of Elections	1.00	1.00	1.00	-	1.00	1.00
Admin. Services Director	1.00	1.00	1.00	-	1.00	1.00
Information 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 I	2.00	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	-	-	-	-
Election Records Clerk	1.00	1.00	1.00	-	1.00	1.00
Voter Services Specialist II	1.00	1.00	-	-	-	-
Voting Systems Technician II	1.00	1.00	1.00	-	1.00	1.00
Outreach Specialist	1.00	1.00	1.00	-	1.00	1.00
Information Technology Specialist	1.00	1.00	-	-	-	-
Elections Records Specialist	-	-	3.00	-	3.00	3.00
Elections Records Specialist II	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	19.00	19.00	19.00	-	19.00	19.00

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Supervisor of Elections - Voter Registration (060-520-513)

The Supervisor of Elections budget varies year to year depending on the election cycles. Funding for the Supervisor of Elections increases for Presidential Primary and general elections cycles and decreases in off year election cycles. The upcoming FY2019 cycle is a non-Presidential general election cycle.

The major variances for the FY 2019 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 estimated at 7%, and funding for a salary adjustment to be determined by the Supervisor of Elections. The increases are offset by decreases in salaries from the retirement of some longtime employees.
2. \$27,642 in postage for mailing of absentee ballots.
3. \$10,273 in printing and binding for voter registration cards and one time direct mail notice about the adoption of the state to state voter registration comparison system.
3. \$6,400 in building improvements to address duct detectors for the HVAC system.
4. \$4,925 for training for employees for state and federal certifications
5. \$4,025 for operating supplies including letterhead and envelopes.
6. \$3,250 for contractual services.

Decreases in Program Funding:

1. \$6,000 in travel and per diem for additional training.
2. \$6,058 in rentals and leases for rental vehicles to move voting equipment between precincts.
3. \$3,750 for other current charges and obligations special event and focus group funding.

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Supervisor of Elections - Elections (060-520-586)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Constitutional Payments	176,380	-	-	-	-	-
Total Budgetary Costs	176,380	-	-	-	-	-
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
060 Supervisor of Elections	176,380	-	-	-	-	-
Total Revenues	176,380	-	-	-	-	-

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Supervisor of Elections - Elections (060-521-513)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	240,955	457,046	316,777	-	316,777	630,375
Operating	1,041,494	1,167,755	1,083,810	-	1,083,810	1,954,601
Transportation	4,463	5,060	5,375	-	5,375	5,375
Capital Outlay	57,240	3,370	15,500	-	15,500	17,500
Total Budgetary Costs	1,344,152	1,633,231	1,421,462	-	1,421,462	2,607,851
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
060 Supervisor of Elections	1,344,152	1,633,231	1,421,462	-	1,421,462	2,607,851
Total Revenues	1,344,152	1,633,231	1,421,462	-	1,421,462	2,607,851
OPS Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Elections Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalentents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for a salary adjustment to be determined by the Supervisor of Elections. Additional personnel increases are related to OPS funding.
2. \$123,852 for contractual services for Vote by Mail ballots and security services.
3. \$9,000 for advanced fire warning system.
3. \$4,250 in postage.

Decreases to Program Funding:

1. \$175,852 in printing and binding for the November General Election ballots.
2. \$110,862 in OPS salaries for poll workers.
2. \$3,090 for contractual services for graphic design services.
3. \$6,650 for promotional activities for direct email announcements and newspaper advertising.
4. \$6,800 in other current charges and obligations including poll worker recruitment and employment ads.
5. \$4,880 in rentals and leases for truck rentals and tents for election week.
6. \$12,050 in operating and office supplies for poll workers.

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Supervisor of Elections - Elections (060-521-586)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Constitutional Payments	185,511	-	-	-	-	-
Total Budgetary Costs	185,511	-	-	-	-	-
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
060 Supervisor of Elections	185,511	-	-	-	-	-
Total Revenues	185,511	-	-	-	-	-

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Tax Collector Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Constitutional Payments	4,858,184	5,211,560	5,245,038	-	5,245,038	5,402,963
Total Budgetary Costs	4,858,184	5,211,560	5,245,038	-	5,245,038	5,402,963
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Tax Collector (001-513-586)	4,567,164	4,906,468	4,932,000	-	4,932,000	5,079,960
Tax Collector (123-513-586)	67,960	65,920	65,920	-	65,920	65,920
Tax Collector (135-513-586)	144,369	150,144	156,149	-	156,149	162,395
Tax Collector (145-513-586)	38,399	45,908	47,849	-	47,849	50,590
Tax Collector (162-513-586)	5,500	5,500	5,500	-	5,500	5,500
Tax Collector (164-513-586)	4,565	5,000	5,000	-	5,000	5,000
Tax Collector (401-513-586)	30,227	32,620	32,620	-	32,620	33,598
Total Budget	4,858,184	5,211,560	5,245,038	-	5,245,038	5,402,963
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	4,567,164	4,906,468	4,932,000	-	4,932,000	5,079,960
123 Stormwater Utility	67,960	65,920	65,920	-	65,920	65,920
135 Emergency Medical Services MSTU	144,369	150,144	156,149	-	156,149	162,395
145 Fire Services Fee	38,399	45,908	47,849	-	47,849	50,590
162 County Accepted Roadways and Drainage Systems	5,500	5,500	5,500	-	5,500	5,500
164 Special Assessment - Killlearn Lakes Units I and II Sewer	4,565	5,000	5,000	-	5,000	5,000
401 Solid Waste	30,227	32,620	32,620	-	32,620	33,598
Total Revenues	4,858,184	5,211,560	5,245,038	-	5,245,038	5,402,963
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Tax Collector (001-513-586)

Mission	1. The Leon County Tax Collector's Office informs the public of tax obligations and available services; collects authorized taxes and fees from people and businesses in a fair and professional manner; and efficiently distributes the proceeds in accordance with law to the taxing authorities.
Core Objectives	<ol style="list-style-type: none"> 1. Collect all authorized property taxes and fees within Leon County. 2. Efficiently distribute the collected taxes and fees to the appropriate authorities in accordance with law. 3. Perform responsibilities and provide services to people and businesses in a fair, efficient and courteous fashion. 4. Effectively perform as agents of the Florida Department of Highway Safety and Motor Vehicles and the Florida Fish and Wildlife Conservation Commission. 5. Conveniently serve the public through the provision of duplicate Birth Certificates on behalf of the Florida Department of Health 6. Conveniently serve the public through completion of concealed weapons applications on behalf of Department of Agriculture and Consumer Services.
Statutory Responsibilities	Florida Statutes, Chapters 192, 197, 218, 319, 320 and 322
Advisory Board	None

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Tax Collector - Tax Collector (001-513-586)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Constitutional Payments	4,567,164	4,906,468	4,932,000	-	4,932,000	5,079,960
Total Budgetary Costs	4,567,164	4,906,468	4,932,000	-	4,932,000	5,079,960
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	4,567,164	4,906,468	4,932,000	-	4,932,000	5,079,960
Total Revenues	4,567,164	4,906,468	4,932,000	-	4,932,000	5,079,960
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 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

Notes:

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 an increase in property values associated with the collection of ad valorem taxes. In addition to property taxes levied by the County, according to Florida Statutes, the County is also responsible for all commissions with regard to the School Board ad valorem taxes. This nominal increase in the Tax Collector's budget is due the overestimation of commissions on School Board property taxes and the related millage rate in FY 2018.

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Tax Collector - Tax Collector (123-513-586)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Constitutional Payments	67,960	65,920	65,920	-	65,920	65,920
Total Budgetary Costs	67,960	65,920	65,920	-	65,920	65,920
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
123 Stormwater Utility	67,960	65,920	65,920	-	65,920	65,920
Total Revenues	67,960	65,920	65,920	-	65,920	65,920

Notes:

The budget reflects estimated commission payments associated with the collection of the non ad valorem stormwater assessment.

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Tax Collector - Tax Collector (135-513-586)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Constitutional Payments	144,369	150,144	156,149	-	156,149	162,395
Total Budgetary Costs	144,369	150,144	156,149	-	156,149	162,395
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
135 Emergency Medical Services MSTU	144,369	150,144	156,149	-	156,149	162,395
Total Revenues	144,369	150,144	156,149	-	156,149	162,395

Notes:

This budget reflects estimated commission payments associated with the collection of Emergency Medical Services MSTU ad valorem taxes.

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Tax Collector - Tax Collector (145-513-586)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Constitutional Payments	38,399	45,908	47,849	-	47,849	50,590
Total Budgetary Costs	38,399	45,908	47,849	-	47,849	50,590
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
145 Fire Services Fee	38,399	45,908	47,849	-	47,849	50,590
Total Revenues	38,399	45,908	47,849	-	47,849	50,590

Notes:

This budget reflects estimated commission payments associated with the collection of the non ad valorem fire service assessment.

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Tax Collector - Tax Collector (162-513-586)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Constitutional Payments	5,500	5,500	5,500	-	5,500	5,500
Total Budgetary Costs	5,500	5,500	5,500	-	5,500	5,500
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
162 County Accepted Roadways and Drainage Systems Program (CARDS) (162)	5,500	5,500	5,500	-	5,500	5,500
Total Revenues	5,500	5,500	5,500	-	5,500	5,500

Notes:

The budget reflects estimated commission payments associated with the collection of the special assessments on subdivision lots associated with County infrastructure improvements, primarily roadway and associated stormwater improvements.

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Tax Collector - Tax Collector (164-513-586)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Constitutional Payments	4,565	5,000	5,000	-	5,000	5,000
Total Budgetary Costs	4,565	5,000	5,000	-	5,000	5,000
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
164 Special Assessment - Killlearn Lakes Units I and II Sewer	4,565	5,000	5,000	-	5,000	5,000
Total Revenues	4,565	5,000	5,000	-	5,000	5,000

Notes:

The budget reflects estimated commission payments associated with the collection of the special assessments on subdivision lots associated with County infrastructure improvements, specifically the sewer system in Killlearn Lakes Unit I & II.

Leon County Fiscal Year 2019 Adopted Budget

Constitutional

Tax Collector - Tax Collector (401-513-586)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Constitutional Payments	30,227	32,620	32,620	-	32,620	33,598
Total Budgetary Costs	30,227	32,620	32,620	-	32,620	33,598
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
401 Solid Waste	30,227	32,620	32,620	-	32,620	33,598
Total Revenues	30,227	32,620	32,620	-	32,620	33,598

Notes:

This budget reflects estimated commission payments associated with the collection of the unincorporated area solid waste disposal non ad valorem assessment.

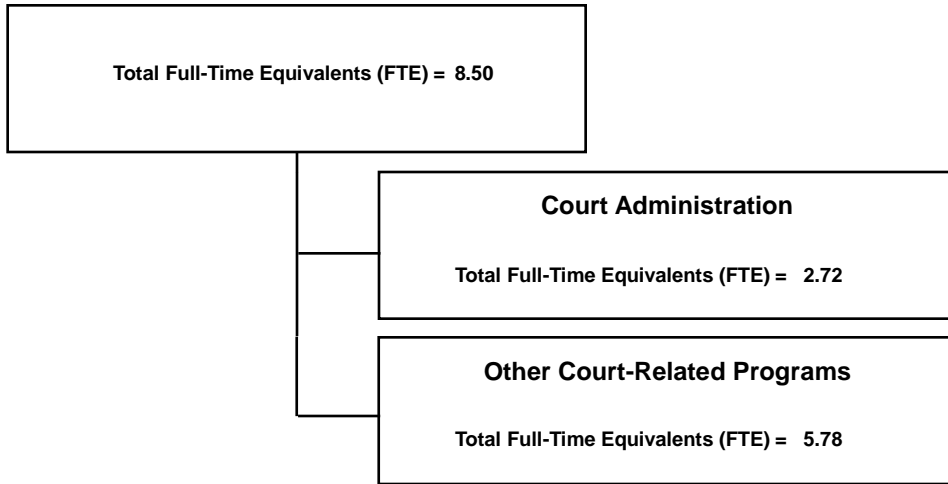
Leon County Fiscal Year 2019 Adopted Budget

Judicial

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Leon County Fiscal Year 2019 Adopted Budget

Judicial



Leon County Fiscal Year 2019 Adopted Budget**Judicial****Executive Summary**

The Judicial section of the Leon County FY 2019 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 42,614 jail beds and \$3.36 million in costs will be avoided in FY 2019 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 2% of graduates will re-offend in FY 2019.

Beginning in FY 2016, at the request of the Court Administration, the Board approved the creation of the Veteran's Court, which will be funded annually by the State of Florida. The Veteran's Court provides felony and/or misdemeanor pretrial or post-adjudicatory veterans' treatment intervention programs to address the substance abuse and/or mental health treatment needs of veterans and service members charged with, on probation or community control for criminal offenses. An estimated 33 defendants will be served by the Veteran's Court in FY 2019.

The State Attorney's Office will receive and handle approximately 5,200 felony referrals, 1,200 juvenile referrals, and 7,000 misdemeanor referrals in FY 2019. The State Attorney Office continues to provide efficient and effective prosecution and dispositions of all felony, misdemeanor, and Juvenile criminal cases referred. The County continues to provide additional funding support in the amount of \$37,000 for first appearance attorneys to assist in reducing the jail population.

The Public Defender's Office estimates a total of approximately 12,000 cases to be closed in FY 2019. The Public Defender's office continues to provide quality legal representation to all indigents charged with criminal offenses.

Guardian Ad Litem continues to provide children with legal representation and advocacy services. In FY 2019, Guardian Ad Litem will represent approximately 686 children who are residents of Leon County.

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	472,290	482,063	521,584	-	521,584	488,338
Operating	234,340	257,667	249,796	20,000	269,796	271,407
Capital Outlay	-	57,855	53,105	-	53,105	54,698
Grants-in-Aid	301,500	317,769	313,019	-	313,019	314,612
Total Budgetary Costs	1,008,130	1,115,354	1,137,504	20,000	1,157,504	1,129,055
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Court Administration	240,695	235,233	215,130	-	215,130	221,672
Other Court-Related Programs	496,026	609,924	649,972	-	649,972	614,981
State Attorney	115,641	111,734	113,300	20,000	133,300	133,300
Public Defender	136,123	136,008	136,390	-	136,390	136,390
Guardian Ad Litem	19,645	22,455	22,712	-	22,712	22,712
Total Budget	1,008,130	1,115,354	1,137,504	20,000	1,157,504	1,129,055
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	260,340	257,688	237,842	-	237,842	244,384
110 Fine and Forfeiture	509,264	507,656	509,604	20,000	529,604	529,604
114 Family Law Legal Services	80,546	75,554	70,815	-	70,815	74,805
117 Judicial Programs	157,980	274,456	319,243	-	319,243	280,262
Total Revenues	1,008,130	1,115,354	1,137,504	20,000	1,157,504	1,129,055
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Court Administration	2.72	2.72	2.72	-	2.72	2.72
Other Court-Related Programs	5.78	5.78	5.78	-	5.78	5.78
Total Full-Time Equivalents (FTE)	8.50	8.50	8.50	-	8.50	8.50

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Court Administration Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	196,716	193,584	183,670	-	183,670	190,212
Operating	43,979	41,649	31,460	-	31,460	31,460
Total Budgetary Costs	240,695	235,233	215,130	-	215,130	221,672
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Court Administration (001-540-601)	221,008	222,954	204,425	-	204,425	210,967
Court Information Systems (001-540-713)	19,687	12,279	10,705	-	10,705	10,705
Total Budget	240,695	235,233	215,130	-	215,130	221,672
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	240,695	235,233	215,130	-	215,130	221,672
Total Revenues	240,695	235,233	215,130	-	215,130	221,672
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Court Administration	2.72	2.72	2.72	-	2.72	2.72
Total Full-Time Equivalents (FTE)	2.72	2.72	2.72	-	2.72	2.72

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Court Administration (001-540-601)

Goal	The goal of the Office of Court Administration's Criminal Court Case Management Unit and Detention Review is to provide judicial case management in the case processing of defendants in the Leon County Jail and other facilities in order to reduce delays in case disposition and/or defendant release.
Objectives	<p>Criminal Case Management:</p> <ol style="list-style-type: none"> 1. Oversight and supervision of Mental Health Court, Veterans Treatment Court and Felony Drug Court. 2. Performs early identification; screening of all persons arrested and booked into the Leon County Jail. 3. Provides judicial case management services for all defendants in Leon County Courts identified with a diagnosis of mental illness and/or substance abuse disorder. 4. Reviews, enhances and coordinates court processes for cases in Leon County Courts. 5. Attends the Criminal Justice Coordinating Committee (CJCC) and the Public Safety Coordinating Council (PSCC). 6. Serves as Court Liaison for jail population review and management with all outside agencies. <p>Detention Review Coordination:</p> <ol style="list-style-type: none"> 1. Performs case management and reviews of all jailed felony defendants, traffic and misdemeanor defendants. 2. Performs bi-weekly case management of low bond defendants. 3. Provides bi-weekly reports to judiciary.
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	Forensic Mental Health Workgroup; Baker Act Screening Committee; Partners in Crisis and Mental Health Workgroup; Criminal Justice Coordinating Committee; Public Safety Coordinating Council; Justice Information System Users Group, and attendant Mental Health Advisory Board

Performance Measures

Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Number of Jail Beds Avoided Due to Criminal Case Management Unit Intervention. ¹	40,388	32,151	37,178	42,614
Estimated Cost Avoidance Due to Criminal Case Management Unit Intervention. ¹	\$3.01 million	\$2.53 million	\$2.7 million	\$3.36 million
Number of Defendants Ordered to a Psychiatric Facility for Stabilization.	63	55	58	96
Number of Defendants Found to be Incompetent to Proceed.	125	104	102	154
Number of Defendants served by Veterans Treatment Court (VTC).	48	30	26	33
Number of Defendants served by Felony Drug Court (FDC).	66	100	92	115

Notes:

¹ Cost per day for the detention facility used in calculations is \$78.92.

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Court Administration - Court Administration (001-540-601)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	196,716	193,584	183,670	-	183,670	190,212
Operating	24,292	29,370	20,755	-	20,755	20,755
Total Budgetary Costs	221,008	222,954	204,425	-	204,425	210,967
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	221,008	222,954	204,425	-	204,425	210,967
Total Revenues	221,008	222,954	204,425	-	204,425	210,967
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Administrative Associate V	1.00	1.00	-	-	-	-
Criminal Court Specialist	-	-	1.00	-	1.00	1.00
Criminal Court Manager	1.00	1.00	-	-	-	-
Trial Court Marshal	0.72	0.72	0.72	-	0.72	0.72
Criminal Court Coordinator	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	2.72	2.72	2.72	-	2.72	2.72

The major variances for the FY 2019 Court Administration budget are as follows:

Decreases to Program Funding:

1. Reclassification of a Criminal Court Manager to a Criminal Court Coordinator and an Administrative Associate V to a Criminal Court Specialist were made to better facilitate Court Administrations programming. The hiring of a Criminal Court Coordinator decreased costs by \$9,914 as a result of reduced insurance costs.
2. Operating costs decreased by \$8,615 due to a reduction in operating supplies.

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Court Administration - Court Information Systems (001-540-713)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	19,687	12,279	10,705	-	10,705	10,705
Total Budgetary Costs	19,687	12,279	10,705	-	10,705	10,705
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	19,687	12,279	10,705	-	10,705	10,705
Total Revenues	19,687	12,279	10,705	-	10,705	10,705

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 major variances for the FY 2019 Court Information Systems budget are as follows:

Decreases to Program Funding:

1. Decrease in phone system and communication costs in the amount of \$1,574 associated with reallocation of phone, internet usage, and maintenance costs of the system throughout the Courthouse.

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Other Court-Related Programs Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	201,574	214,479	263,914	-	263,914	224,126
Operating	(7,048)	19,821	19,934	-	19,934	21,545
Capital Outlay	-	57,855	53,105	-	53,105	54,698
Grants-in-Aid	301,500	317,769	313,019	-	313,019	314,612
Total Budgetary Costs	496,026	609,924	649,972	-	649,972	614,981
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Alternative Juvenile Programs (117-509-569)	77,694	58,578	60,305	-	60,305	64,503
Court Administration - Teen Court (114-586-662)	80,546	75,554	70,815	-	70,815	74,805
Judicial Programs/Article V (117-548-662)	36,286	100,168	152,728	-	152,728	106,363
Law Library (117-546-714)	-	57,855	53,105	-	53,105	54,698
Legal Aid - Court (117-555-715)	44,000	57,855	53,105	-	53,105	54,698
Legal Aid (110-555-715)	257,500	259,914	259,914	-	259,914	259,914
Total Budget	496,026	609,924	649,972	-	649,972	614,981
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
110 Fine and Forfeiture	257,500	259,914	259,914	-	259,914	259,914
114 Family Law Legal Services	80,546	75,554	70,815	-	70,815	74,805
117 Judicial Programs	157,980	274,456	319,243	-	319,243	280,262
Total Revenues	496,026	609,924	649,972	-	649,972	614,981
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Court Administration - Teen Court	3.00	2.22	2.15	-	2.15	2.15
Alternative Juvenile Programs	1.00	1.00	1.00	-	1.00	1.00
Judicial Programs/Article V	1.78	2.56	2.63	-	2.63	2.63
Total Full-Time Equivalentents (FTE)	5.78	5.78	5.78	-	5.78	5.78

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Other Court-Related Programs - Legal Aid (110-555-715)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Grants-in-Aid	257,500	259,914	259,914	-	259,914	259,914
Total Budgetary Costs	257,500	259,914	259,914	-	259,914	259,914
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
110 Fine and Forfeiture	257,500	259,914	259,914	-	259,914	259,914
Total Revenues	257,500	259,914	259,914	-	259,914	259,914

The FY 2019 Other Court Related Programs – Legal Aid budget is recommended at the same level as the previous fiscal year.

Cost reflects the \$125,000 increase approved by the Board in FY16 to provide additional funding for Legal Services of North Florida for an attorney and an administrative assistant for a maximum of four years due to funding decreases from federal and state resources. The additional funding is budgeted through FY 2020. The remaining Legal Aid funding is budgeted in Other Court –Related Programs Grants-in-Aid.

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Court Administration – Teen Court (114-586-662)

Goal	The goal of Teen Court is to have clients face a jury of their peers, receive a fair and just sentence for their crime, complete the educational sanctions imposed by the Teen Court jury, learn from their mistakes, set goals for themselves, and make better decisions in the future.
Objectives	<ol style="list-style-type: none"> 1. Provide a forum whereby youthful offenders are "sentenced" by a court of their peers. 2. Provide sanctions to offenders through sentencing hearings. 3. Provide professional, educational, and counseling services and/or referrals to clients of the program. 4. Provide training for teens to serve as prosecution and defense attorneys, as well as bailiffs, clerks and videographers. 5. Provide educational/crime prevention/victim's awareness components to clients.
Statutory Responsibilities	Florida Statutes, Chapter 938.19. Assessment of additional court costs; Leon County Ordinance Sec. 7-28(c).
Advisory Board	Teen Court is a member of the Florida Association of Teen Courts, as well as a participant in the National Youth Court Association. Collectively, program staff participates with the Integrated Juvenile Services Staffing team at the Juvenile Assessment Center (JAC) and The Youth Development Council.

Performance Measures				
Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Number of Cases Referred to Teen Court.	64	76	70	75
Number of Hours Active Officers Have Served. ¹	1,197	982	1,200	1,000
Number of Hours Teen Volunteers Have Served as Jurors.	2,704	2367	2,800	2,500
Number of Volunteer Service Hours Contributed. ²	4,655	4,002	4,700	4,500
Number of Successful Completions.	53	61	65	65
Percentage of Re-Offenders (Recidivism). ³	0.53%	3.3%	1%	2%

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.

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Other Court-Related Programs - Court Administration - Teen Court (114-586-662)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	77,870	64,793	59,941	-	59,941	62,320
Operating	2,676	10,761	10,874	-	10,874	12,485
Total Budgetary Costs	80,546	75,554	70,815	-	70,815	74,805
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
114 Family Law Legal Services	80,546	75,554	70,815	-	70,815	74,805
Total Revenues	80,546	75,554	70,815	-	70,815	74,805
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Case Coordinator	1.00	1.00	1.00	-	1.00	1.00
Teen Court Dir./Volunteer Coordinator	1.00	0.59	0.58	-	0.58	0.58
Teen Court Education Coordinator	1.00	0.63	0.57	-	0.57	0.57
Total Full-Time Equivalents (FTE)	3.00	2.22	2.15	-	2.15	2.15

The major variances for the FY 2019 Teen Court budget are as follows:

Decreases to Program Funding:

1. Due to a decline in Teen Court revenues associated with a reduction in traffic citations, the courts requested that some Teen Court personnel costs be shifted to the Court Innovation fund in Other Court-Related Programs (Fund 117). The total personnel amount realigned for FY 2019 is \$59,942; the total variance is \$4,852 due to change in staffing which resulted in an overall reduction in salaries, taxes, retirement, life and health insurance and workers compensation.

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Other Court-Related Programs - Alternative Juvenile Programs (117-509-569)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	77,694	55,276	57,003	-	57,003	61,201
Operating	-	3,302	3,302	-	3,302	3,302
Total Budgetary Costs	77,694	58,578	60,305	-	60,305	64,503
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
117 Judicial Programs	77,694	58,578	60,305	-	60,305	64,503
Total Revenues	77,694	58,578	60,305	-	60,305	64,503
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Juvenile Alt. Sanction 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

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. For FY 2019, the budget reflects a slight increase in anticipated revenue.

The major variances for the FY 2019 Alternative Juvenile Programs budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% 5% based on a 3% average.

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Other Court-Related Programs - Law Library (117-546-714)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Capital Outlay	-	57,855	53,105	-	53,105	54,698
Total Budgetary Costs	-	57,855	53,105	-	53,105	54,698
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
117 Judicial Programs	-	57,855	53,105	-	53,105	54,698
Total Revenues	-	57,855	53,105	-	53,105	54,698

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. For FY 2019, the budget reflects a slight decrease in anticipated revenue.

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Other Court-Related Programs - Judicial Programs/Article V (117-548-662)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	46,010	94,410	146,970	-	146,970	100,605
Operating	(9,724)	5,758	5,758	-	5,758	5,758
Total Budgetary Costs	36,286	100,168	152,728	-	152,728	106,363
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
117 Judicial Programs	36,286	100,168	152,728	-	152,728	106,363
Total Revenues	36,286	100,168	152,728	-	152,728	106,363
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Teen Court Director/Volunteer Coordinator	-	0.41	0.42	-	0.42	0.42
Teen Court Education Coordinator	-	0.37	0.43	-	0.43	0.43
Trial Court Marshal	0.28	0.28	0.28	-	0.28	0.28
Court Liaison Officer	0.50	0.50	0.50	-	0.50	0.50
Integrated Computer Systems Interface Developer	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.78	2.56	2.63	-	2.63	2.63

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. For FY 2019, the budget reflects a slight increase in anticipated revenue.

The major variances for the FY 2019 Judicial Programs/Article V budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% 5% based on a 3% average.
2. Personnel expenses in the amount of \$52,560 due to realignment of position costs from Teen Court (Fund 114) to Judicial Programs/Article V. Due to decreases in revenues for Teen Court, a portion of the expenses needed to be transferred to the Judicial Programs fund in order to maintain the program.

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Other Court-Related Programs - Legal Aid - Court (117-555-715)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Grants-in-Aid	44,000	57,855	53,105	-	53,105	54,698
Total Budgetary Costs	44,000	57,855	53,105	-	53,105	54,698
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
117 Judicial Programs	44,000	57,855	53,105	-	53,105	54,698
Total Revenues	44,000	57,855	53,105	-	53,105	54,698

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. For FY 2019, the budget reflects a slight decrease in anticipated revenue.

Leon County Fiscal Year 2019 Adopted Budget

Judicial

State Attorney Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	78,641	74,734	76,300	20,000	96,300	96,300
Total Budgetary Costs	115,641	111,734	113,300	20,000	133,300	133,300
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
State Attorney (110-532-602)	102,983	98,600	98,600	20,000	118,600	118,600
State Attorney (110-532-713)	12,658	13,134	14,700	-	14,700	14,700
Total Budget	115,641	111,734	113,300	20,000	133,300	133,300
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
110 Fine and Forfeiture	115,641	111,734	113,300	20,000	133,300	133,300
Total Revenues	115,641	111,734	113,300	20,000	133,300	133,300

Leon County Fiscal Year 2019 Adopted Budget

Judicial

State Attorney (110-532-602)

Goal	The Mission of the State Attorney's Office for the Second Judicial Circuit is to serve the community through reducing crime and helping to mitigate the catastrophic impact that crime has on victims and offenders, their families, and society as a whole. This includes proactively addressing the causes of criminal behavior, working to achieve justice after a crime has been committed, and using creative strategies to lower recidivism.
Objectives	<ol style="list-style-type: none"> 1. Provide personnel and procedures to perform all duties and functions for intake, investigation, and prosecution of felony, misdemeanor, juvenile criminal cases as well as other statutory obligations such as motions to which the State is a party. 2. Facilitating the function of the Grand Jury and serving as legal advisor to the Grand Jury. 3. Assist all law enforcement agencies with legal and investigative assistance upon request. 4. Represent the State of Florida in all suits, applications, civil, and criminal motions made within this circuit to which the State of Florida is a party. 5. Collaborate with community partners in order to make referrals for support services and to provide diversion programs.
Statutory Responsibilities	Florida Statutes 27 and 29.008
Advisory Board	None

Performance Measures				
Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Number of Felony Cases filed.	4,316	4,434	5,000	5,200
Number of Juvenile Cases filed.	914	877	1,000	1,200
Number of Misdemeanor Cases filed.	5,851	6,016	6,500	7,000

Leon County Fiscal Year 2019 Adopted Budget

Judicial

State Attorney - State Attorney (110-532-602)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	65,983	61,600	61,600	20,000	81,600	81,600
Total Budgetary Costs	102,983	98,600	98,600	20,000	118,600	118,600
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
110 Fine and Forfeiture	102,983	98,600	98,600	20,000	118,600	118,600
Total Revenues	102,983	98,600	98,600	20,000	118,600	118,600

The major variances for the FY 2019 State Attorney budget are as follows:

Increases to Program Funding:

1. Budget proposal reflects \$20,000 for the costs of a new Diversion Program designed to address minor offenses through community interventions. This funding supports the FY2017-2021 Strategic Plan to reduce recidivism.

Leon County Fiscal Year 2019 Adopted Budget

Judicial

State Attorney - State Attorney (110-532-713)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	12,658	13,134	14,700	-	14,700	14,700
Total Budgetary Costs	12,658	13,134	14,700	-	14,700	14,700
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
110 Fine and Forfeiture	12,658	13,134	14,700	-	14,700	14,700
Total Revenues	12,658	13,134	14,700	-	14,700	14,700

In FY08 new reporting for Article V entities were implemented. In previous years, communication costs associated with the phone system were reported in the State Attorney's operating budget. These expenses are currently budgeted in State Attorney Information Systems and the actual expenses will be reported separately each year.

The major variances of the FY 2019 State Attorney budget are as follows:

Increases to Program Funding:

1. Increase in phone system and communication costs in the amount of \$1,566 associated with number of phones, internet usage and maintenance costs of the system.

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Public Defender Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	99,123	99,008	99,390	-	99,390	99,390
Total Budgetary Costs	136,123	136,008	136,390	-	136,390	136,390
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Public Defender (110-533-603)	116,829	118,525	118,525	-	118,525	118,525
Public Defender (110-533-713)	19,294	17,483	17,865	-	17,865	17,865
Total Budget	136,123	136,008	136,390	-	136,390	136,390
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
110 Fine and Forfeiture	136,123	136,008	136,390	-	136,390	136,390
Total Revenues	136,123	136,008	136,390	-	136,390	136,390

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Public Defender (110-533-603)

Goal	The Public Defender protects the constitutional and statutory rights of all citizens through the effective criminal legal representation of court appointed clients.
Objectives	<ol style="list-style-type: none"> 1. Represent indigent clients charged with criminal offenses filed in Circuit, County, Juvenile, and Traffic Court. 2. Represent indigent clients with cases on appeal to the First District Court of Appeal, Florida Supreme Court, and the United States Supreme Court. 3. Represent indigent clients in civil commitment proceedings under the Jimmy Ryce Act and the Baker Act.
Statutory Responsibilities	Florida Statute, Chapter 27.51 and Florida Statute 29.008
Advisory Board	None

Performance Measures

Performance Measures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2019 Estimate
Number of Total Appointed/Reopened Cases.	10,566	11,314	11,500	12,000
Number of Cases Pled.	5,375	5,511	6,000	6,250
Number of Nolle Prossed/Dismissed Cases.	103	581	600	625
Number of Total Cases Closed.	10,473	11,337	11,750	12,000
Number of Substantiated Bar Grievances.	0	0	0	0
Number of Appellate Clients Represented.	1,136	1,012	1,200	1,200
Number of Appellate Briefs Filed.	1,190	1,220	1,200	1,200

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Public Defender - Public Defender (110-533-603)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	79,829	81,525	81,525	-	81,525	81,525
Total Budgetary Costs	116,829	118,525	118,525	-	118,525	118,525
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
110 Fine and Forfeiture	116,829	118,525	118,525	-	118,525	118,525
Total Revenues	116,829	118,525	118,525	-	118,525	118,525

The FY 2019 Public Defender's budget is recommended at the same funding level as the previous fiscal year.

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Public Defender - Public Defender (110-533-713)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	19,294	17,483	17,865	-	17,865	17,865
Total Budgetary Costs	19,294	17,483	17,865	-	17,865	17,865
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
110 Fine and Forfeiture	19,294	17,483	17,865	-	17,865	17,865
Total Revenues	19,294	17,483	17,865	-	17,865	17,865

In FY08 new reporting for Article V entities were implemented. In previous years, communication costs associated with the phone system were reported in the Public Defender's operating budget. These expenses are currently budgeted in Public Defender's Information Systems and the actual expenses will be reported separately each year.

The major variances for the FY 2019 Public Defender communications budget are as follows:

Increases to Program Funding:

1. Increase in phone system and communication costs in the amount of \$382 associated with number of phones, internet usage and maintenance costs of the system.

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Guardian Ad Litem Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	19,645	22,455	22,712	-	22,712	22,712
Total Budgetary Costs	19,645	22,455	22,712	-	22,712	22,712
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
GAL Information Systems (001-547-713)	2,669	2,513	2,770	-	2,770	2,770
Guardian Ad Litem (001-547-685)	16,976	19,942	19,942	-	19,942	19,942
Total Budget	19,645	22,455	22,712	-	22,712	22,712
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	19,645	22,455	22,712	-	22,712	22,712
Total Revenues	19,645	22,455	22,712	-	22,712	22,712

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Guardian Ad Litem (001-547-685)

Goal	The mission of the Guardian ad Litem Program is to advocate for the best interests of children who are alleged to be abused, neglected or abandoned, and who are involved in court proceedings.
Objectives	<ol style="list-style-type: none"> 1. Provide children with legal representation and advocacy services. 2. Preserve children's physical safety and emotional well-being and protect children from further harm. 3. Make verbal and written recommendations for children's permanent placement in a stable and nurturing home environment. 4. Attend trials, hearings, staffings, 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 2016 Actuals	FY 2017 Actuals	FY 2018 Estimate	FY 2018 Estimate
Number of Leon County Cases.	265	393	267	432
Number of Leon County Children Served. ¹	496	624	500	686
Number of Volunteers. ²	430	407	438	447

Notes:

1. In FY 2017, the Guardian Ad Litem (GAL) Program had a large increase of cases due to the Department of Children & Families' increase in removal of children from homes. All six counties had a case increase. The GAL program hired additional staff to manage the increase caseload.

2. The number of volunteers represents the 2nd circuit, which includes Leon County. Volunteers may be assigned to more than one case simultaneously. The GAL Program has a recruitment marketing plan for FY 2019 based on an estimated 10% increase in volunteers.

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Guardian Ad Litem - Guardian Ad Litem (001-547-685)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	16,976	19,942	19,942	-	19,942	19,942
Total Budgetary Costs	16,976	19,942	19,942	-	19,942	19,942
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	16,976	19,942	19,942	-	19,942	19,942
Total Revenues	16,976	19,942	19,942	-	19,942	19,942

The FY 2019 Guardian Ad Litem budget is recommended at the same funding level as the previous fiscal year.

Leon County Fiscal Year 2019 Adopted Budget

Judicial

Guardian Ad Litem - GAL Information Systems (001-547-713)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	2,669	2,513	2,770	-	2,770	2,770
Total Budgetary Costs	2,669	2,513	2,770	-	2,770	2,770
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	2,669	2,513	2,770	-	2,770	2,770
Total Revenues	2,669	2,513	2,770	-	2,770	2,770

The major variances for the FY 2019 Guardian Ad Litem -GAL Information Systems are as follows:

Increases to Program Funding:

1. Increase in phone system and communication costs in the amount of \$257 associated with number of phones, internet usage and maintenance costs of the system.

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

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Leon County Fiscal Year 2019 Adopted Budget

Non-Operating Business Plan

Mission Statement

Non-Operating is provided by the Leon County Board of County Commissioners 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 Non-Operating budget covers such functions as: Fire Control Services; Communications; Budgeted Reserves; Risk Allocations; the County's annual dues; Summer Youth Employment; Reimbursement of Administrative Costs; State Juvenile Detention Payments; Drug Abuse Trust; 800 MHz System Maintenance; Grant Match Funds; payments to the City of Tallahassee for Parks & Recreation; Killearn Lakes Unit I and II Sewer Services and payments to PLACE which reflect a portion of the cost of the Economic Vitality contract and support the operations of Economic Vitality and MWSBE.

Strategic Priorities

Economy

- EC2 - Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurs, and job creation.

Strategic Initiatives
October 1, 2017– September 30, 2021

- | | |
|---|-------------|
| 1. Implement the Economic Development Strategic Plan as adopted and may be revised by the Intergovernmental Agency (EC2). | In progress |
| 2. Complete the joint County/City disparity study and enhancements to the MWSBE program (EC2). | In progress |
| 3. To address issues of economic segregation and diversity, evaluate establishing a micro-lending program for small, minority and women owned business. The MWSBE Division will study this opportunity as part of the disparity study and will finalize in year 2 of the OEV work Plan (EC2). | In progress |
| 4. Implemented the Urban Vitality Job Creation Pilot Program to incentive business to great jobs within the Promise Zone area. The program will be piloted over a three year period and continuously evaluated (EC2). | Complete |
| 5. Explore opportunities to refine the data currently available through EMSI labor force analytics software (EC2). | In progress |

Actions

- | | |
|--|-------------|
| 1. The Blueprint Intergovernmental Agency Board of Directors adopted the work plan with an associated timeline and metrics for evaluation. | PLACE (OEV) |
| 2. Staff held successful negotiation and entered into a contract with MGT America for the disparity study with a 25% reduction in cost as well as revised the timeline from 18 months to 15 months. MGT America contract period began May 1, 2017. | PLACE (OEV) |
| 3. The OEV's MWSBE Division will work cooperatively with the FAMU Credit Union and the Frenchtown Opportunity Center Credit Union and their already existing micro-lending programs. | PLACE (OEV) |
| 4. On December 5, 2017, the IA approved the proposal for the Urban Vitality Job Creation Pilot Program. | PLACE (OEV) |
| 5. OEV staff are working to further refine the data currently available through EMSI in order to approximate the number of local businesses as well as employment and wages paid by industry. | PLACE (OEV) |

Leon County Fiscal Year 2019 Adopted 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 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	580,349	571,011	722,124	-	722,124	742,852
Operating	19,803,375	19,620,101	21,851,709	2,750	21,854,459	20,163,167
Transportation	189,701	206,300	205,100	-	205,100	207,151
Capital Outlay	-	352,000	137,309	-	137,309	137,309
Grants-in-Aid	11,019,766	1,545,965	1,568,255	-	1,568,255	1,486,255
Budgeted Reserves	-	566,437	317,577	-	317,577	1,911,396
Total Budgetary Costs	31,593,191	22,861,814	24,802,074	2,750	24,804,824	24,648,130
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Risk Management	567,218	-	-	-	-	-
Line Item Funding	100,000	100,000	100,000	-	100,000	-
Fire Control	8,299,056	7,906,017	8,036,611	-	8,036,611	8,108,159
Cost Allocations	-	-	-	-	-	-
Risk Allocations	1,088,165	1,131,707	1,093,455	-	1,093,455	1,093,822
Risk Financing & Workers Comp	2,872,724	3,094,658	3,123,618	2,750	3,126,368	3,158,555
Communications	1,357,988	1,464,634	1,697,092	-	1,697,092	1,697,713
Budgeted Reserves	9,428,167	566,437	2,411,003	-	2,411,003	1,911,396
Other Non-Operating	7,879,873	8,598,361	8,340,295	-	8,340,295	8,678,485
Total Budget	31,593,191	22,861,814	24,802,074	2,750	24,804,824	24,648,130

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	8,459,404	(857,363)	581,214	-	581,214	(1,610,012)
060 Supervisor of Elections	30,584	31,545	32,068	-	32,068	32,068
106 Transportation Trust	1,892,745	1,492,019	1,883,927	-	1,883,927	1,936,927
110 Fine and Forfeiture	1,198,648	1,200,277	1,210,752	-	1,210,752	1,228,752
111 Probation Services	666,113	677,225	658,065	-	658,065	677,065
114 Family Law Legal Services	10,582	10,590	9,650	-	9,650	9,650
116 Drug Abuse Trust	52,271	104,136	95,195	-	95,195	108,305
117 Judicial Programs	3,302	4,182	2,242	-	2,242	2,242
120 Building Inspection	253,949	424,224	393,622	-	393,622	404,622
121 Development Services & Environmental Management Fund	31,986	632,530	634,676	-	634,676	652,676
123 Stormwater Utility	457,628	425,731	434,331	-	434,331	447,255
125 Grants	1,690	91,702	91,787	-	91,787	91,787
130 9-1-1 Emergency Communications	7,000	5,000	40,000	-	40,000	41,000
131 Radio Communication Systems	1,266,302	1,689,926	1,513,893	-	1,513,893	1,555,071
135 Emergency Medical Services MSTU	1,469,525	1,554,431	1,358,283	-	1,358,283	1,396,283
140 Municipal Service	1,946,497	2,064,254	2,115,563	-	2,115,563	2,194,390
145 Fire Services Fee	8,324,056	7,956,883	8,061,611	-	8,061,611	8,134,159
160 Tourism Development	254,323	341,476	303,788	-	303,788	315,788
164 Special Assessment - Killlearn Lakes Units I and II Sewer	223,797	232,500	232,500	-	232,500	232,500
165 County Government Annex	62,528	64,092	63,594	-	63,594	64,594
166 Huntington Oaks Plaza	16,671	17,622	18,456	-	18,456	18,456
352 Sales Tax - Extension 2020 JPA Agreement	-	-	-	-	-	1,593,750
401 Solid Waste	569,381	533,465	627,429	-	627,429	645,417
501 Insurance Service	3,464,297	3,140,752	3,174,507	2,750	3,177,257	3,210,464
502 Communications Trust	918,870	1,013,727	1,253,622	-	1,253,622	1,253,622
505 Motor Pool	11,042	10,888	11,299	-	11,299	11,299
Total Revenues	31,593,191	22,861,814	24,802,074	2,750	24,804,824	24,648,130
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Other Non-Operating	5.00	4.50	4.50	-	4.50	4.50
Total Full-Time Equivalents (FTE)	5.00	4.50	4.50	-	4.50	4.50

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Line Item Funding Summary

Annually during the budget process (by March 31), staff recommends the amount of funding available for specific outside agencies. For FY19, the Board approved the allocation of line item funding as follows:

Homeless Shelter Relocation (Capital Costs) \$100,000 (Year 5 of 5 year commitment)

Event Sponsorships

County Tabling at Community Events \$15,000
 Dr. Martin Luther King Celebration \$4,500
 Race Relations Summit \$4,000
 Celebrate America 4th of July Celebration \$2,500
 Frenchtown Soul Santa \$2,500
 Walker Ford Soul Santa \$1,500
 NAACP Freedom Fund Banquet \$1,000

Agencies previously budgeted in this section of budget were evaluated and, based on the reviews; the remaining agencies were realigned to the respective departments for the administration of contracts:

Office of Human Services and Community Partnerships

United Partners for Human Services \$23,750
 Whole Child Leon Project \$38,000

Office of Strategic Initiatives

Oasis Center/Commission on Status for Women \$20,000

Office of Management and Budget

Tallahassee Trust for Historic Preservation \$63,175

Office of Sustainability

Sustainable Tallahassee \$8,800
 The Sharing Tree \$10,000

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 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Grants-in-Aid	100,000	100,000	100,000	-	100,000	-
Total Budgetary Costs	100,000	100,000	100,000	-	100,000	-
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Line Item - Human Service Agencies (001-888-569)	100,000	100,000	100,000	-	100,000	-
Total Budget	100,000	100,000	100,000	-	100,000	-
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	100,000	100,000	100,000	-	100,000	-
Total Revenues	100,000	100,000	100,000	-	100,000	-

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Line Item Funding - Line Item - Human Service Agencies (001-888-569)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Grants-in-Aid	100,000	100,000	100,000	-	100,000	-
Total Budgetary Costs	100,000	100,000	100,000	-	100,000	-
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	100,000	100,000	100,000	-	100,000	-
Total Revenues	100,000	100,000	100,000	-	100,000	-

Funding associated with the County's commitment to fund a portion of the capital costs associated with the relocation of the homeless shelter is recommended at the previous year's level. This is the last year out of a five year commitment, which will total \$500,000 in capital construction assistance.

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Fire Control Summary

During FY 2009, the County entered into an interlocal agreement for a functionally consolidated Fire and Emergency Medical Services program with the City of Tallahassee. In FY 2010, the Board approved placing the fire service on the tax bill for property owners who did not pay the fee via the established billing system. Direct billing by the City of Tallahassee is still the primary source for the collection of this fee. The original fire service fee was adopted by resolution on June 9, 2009. A new fire service fee, based upon a contracted fire service fee study, was adopted by the Board on May 26, 2015.

Billing for these services in the unincorporated area will be through the City electric bill, or quarterly direct billing for properties not served by City utilities. Property owners who do not respond to direct billing will have the fee placed on their tax bill in subsequent years. Approximately 11,620 or 57% of property owners in Leon County who originally were on the quarterly billing method pay the fire service fee through their property tax bill.

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	8,299,056	7,906,017	8,036,611	-	8,036,611	8,108,159
Total Budgetary Costs	8,299,056	7,906,017	8,036,611	-	8,036,611	8,108,159
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Fire Services Payment (145-838-522)	7,996,390	7,423,538	7,554,132	-	7,554,132	7,625,680
Volunteer Fire Department (145-843-522)	302,666	482,479	482,479	-	482,479	482,479
Total Budget	8,299,056	7,906,017	8,036,611	-	8,036,611	8,108,159
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
145 Fire Services Fee	8,299,056	7,906,017	8,036,611	-	8,036,611	8,108,159
Total Revenues	8,299,056	7,906,017	8,036,611	-	8,036,611	8,108,159

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Cost Allocations Summary

Cost allocations are a method for the County to distribute general and administrative costs throughout the organization. On an annual basis, the County engages a cost plan consultant to determine the appropriate distribution of costs. These are costs incurred by the General Fund on behalf of the entire organization. Costs include such items as Purchasing, Facilities Management, Human Resources, Office of Management & Budget, the County Attorney's Office, Management Information Systems and other non-departmental costs.

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	-	-	-	-	-	-
Total Budgetary Costs	-	-	-	-	-	-
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Indirect Costs - Building Inspections (120-499-524)	244,000	305,000	381,000	-	381,000	392,000
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)	7,000	5,000	40,000	-	40,000	41,000
Indirect Costs - EMS (135-499-526)	1,400,000	1,481,000	1,281,000	-	1,281,000	1,319,000
Indirect Costs - Fire Services (145-499-522)	25,000	28,000	25,000	-	25,000	26,000
Indirect Costs - General Fund (001-499-519)	(6,027,200)	(6,684,501)	(6,732,000)	-	(6,732,000)	(6,937,000)
Indirect Costs - Growth Management (121-499-537)	-	601,501	602,000	-	602,000	620,000
Indirect Costs - Huntington Oaks Plaza (166-499-519)	4,000	5,000	6,000	-	6,000	6,000
Indirect Costs - Insurance Service (501-499-596)	24,000	30,000	32,000	-	32,000	33,000
Indirect Costs - Judicial Programs (117-499-601)	2,200	3,000	1,000	-	1,000	1,000
Indirect Costs - Municipal Services (Animal Control) (140-499-562)	115,000	144,000	165,000	-	165,000	170,000
Indirect Costs - Municipal Services (Parks & Recreation) (140-499-572)	520,000	525,000	510,000	-	510,000	525,000
Indirect Costs - Probation Services (111-499-523)	638,000	638,000	625,000	-	625,000	644,000
Indirect Costs - Radio Communications (131-499-519)	4,000	4,000	4,000	-	4,000	4,000
Indirect Costs - Solid Waste (401-499-534)	523,000	489,000	583,000	-	583,000	600,000
Indirect Costs - Stormwater Utility (123-499-538)	442,000	390,000	428,000	-	428,000	441,000
Indirect Costs - Teen Court (114-499-662)	9,000	9,000	8,000	-	8,000	8,000
Indirect Costs - Tourism Development (160-499-552)	236,000	273,000	235,000	-	235,000	247,000
Indirect Costs - Transportation Trust (106-499-541)	1,810,000	1,730,000	1,782,000	-	1,782,000	1,835,000
Total Budget	-	-	-	-	-	-

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	(6,027,200)	(6,684,501)	(6,732,000)	-	(6,732,000)	(6,937,000)
106 Transportation Trust	1,810,000	1,730,000	1,782,000	-	1,782,000	1,835,000
111 Probation Services	638,000	638,000	625,000	-	625,000	644,000
114 Family Law Legal Services	9,000	9,000	8,000	-	8,000	8,000
117 Judicial Programs	2,200	3,000	1,000	-	1,000	1,000
120 Building Inspection	244,000	305,000	381,000	-	381,000	392,000
121 Development Services & Environmental Management Fund	-	601,501	602,000	-	602,000	620,000
123 Stormwater Utility	442,000	390,000	428,000	-	428,000	441,000
130 9-1-1 Emergency Communications	7,000	5,000	40,000	-	40,000	41,000
131 Radio Communication Systems	4,000	4,000	4,000	-	4,000	4,000
135 Emergency Medical Services MSTU	1,400,000	1,481,000	1,281,000	-	1,281,000	1,319,000
140 Municipal Service	635,000	669,000	675,000	-	675,000	695,000
145 Fire Services Fee	25,000	28,000	25,000	-	25,000	26,000
160 Tourism Development	236,000	273,000	235,000	-	235,000	247,000
165 County Government Annex	24,000	24,000	24,000	-	24,000	25,000
166 Huntington Oaks Plaza	4,000	5,000	6,000	-	6,000	6,000
401 Solid Waste	523,000	489,000	583,000	-	583,000	600,000
501 Insurance Service	24,000	30,000	32,000	-	32,000	33,000
Total Revenues	-	-	-	-	-	-

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Risk Allocations Summary

The County maintains an internal services fund for risk management. The fund derives its revenue from workers' compensation contributions and allocations from various funds based on liability allocations (i.e. property insurance).

The amounts reflected below are the allocations for property and liability. Workers' Compensation is charged directly to each department's Personnel Services budget.

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	1,088,165	1,131,707	1,093,455	-	1,093,455	1,093,822
Total Budgetary Costs	1,088,165	1,131,707	1,093,455	-	1,093,455	1,093,822
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Building Inspection (120-495-524)	7,049	8,170	9,764	-	9,764	9,764
County Government Annex - Risk (165-495-519)	38,528	40,092	39,594	-	39,594	39,594
EMS - Risk (135-495-526)	55,725	60,286	63,230	-	63,230	63,230
Fine & Forfeiture - Risk (110-495-689)	285,199	231,502	232,957	-	232,957	232,957
Fleet Maintenance - Risk (505-495-591)	9,172	9,178	9,415	-	9,415	9,415
General Fund - Risk (001-495-519)	482,884	536,622	531,640	-	531,640	531,640
Grants - Risk (125-495-595)	1,690	1,702	1,787	-	1,787	1,787
Growth Management - Risk (121-495-537)	16,361	16,244	17,585	-	17,585	17,585
Huntington Oaks - Risk (166-495-519)	12,671	12,622	12,456	-	12,456	12,456
Insurance Service - Risk (501-495-596)	-	425	447	-	447	447
Judicial Programs - Risk (117-495-569)	1,102	1,182	1,242	-	1,242	1,242
Municipal Services - Risk (140-495-572)	31,593	33,945	34,477	-	34,477	34,477
Probation Services - Risk (111-495-523)	16,003	27,310	20,829	-	20,829	20,829
Solid Waste - Risk (401-495-534)	23,061	21,625	20,385	-	20,385	20,752
Stormwater Utility - Risk (123-495-538)	15,628	15,656	-	-	-	-
Supervisor of Elections - Risk (060-495-513)	16,104	16,105	16,687	-	16,687	16,687
Teen Court - Risk (114-495-662)	1,582	1,590	1,650	-	1,650	1,650
Tourism Development - Risk (160-495-552)	6,858	7,306	7,538	-	7,538	7,538
Transportation Trust - Risk (106-495-541)	66,955	67,279	71,772	-	71,772	71,772
VFD Fire Services - Risk (145-495-552)	-	22,866	-	-	-	-
Total Budget	1,088,165	1,131,707	1,093,455	-	1,093,455	1,093,822

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	482,884	536,622	531,640	-	531,640	531,640
060 Supervisor of Elections	16,104	16,105	16,687	-	16,687	16,687
106 Transportation Trust	66,955	67,279	71,772	-	71,772	71,772
110 Fine and Forfeiture	285,199	231,502	232,957	-	232,957	232,957
111 Probation Services	16,003	27,310	20,829	-	20,829	20,829
114 Family Law Legal Services	1,582	1,590	1,650	-	1,650	1,650
117 Judicial Programs	1,102	1,182	1,242	-	1,242	1,242
120 Building Inspection	7,049	8,170	9,764	-	9,764	9,764
121 Development Services & Environmental Management Fund	16,361	16,244	17,585	-	17,585	17,585
123 Stormwater Utility	15,628	15,656	-	-	-	-
125 Grants	1,690	1,702	1,787	-	1,787	1,787
135 Emergency Medical Services MSTU	55,725	60,286	63,230	-	63,230	63,230
140 Municipal Service	31,593	33,945	34,477	-	34,477	34,477
145 Fire Services Fee	-	22,866	-	-	-	-
160 Tourism Development	6,858	7,306	7,538	-	7,538	7,538
165 County Government Annex	38,528	40,092	39,594	-	39,594	39,594
166 Huntington Oaks Plaza	12,671	12,622	12,456	-	12,456	12,456
401 Solid Waste	23,061	21,625	20,385	-	20,385	20,752
501 Insurance Service	-	425	447	-	447	447
505 Motor Pool	9,172	9,178	9,415	-	9,415	9,415
Total Revenues	1,088,165	1,131,707	1,093,455	-	1,093,455	1,093,822

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Workers' Comp Risk Management (501-821-596)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	2,670,424	2,888,358	2,918,518	2,750	2,921,268	2,951,404
Transportation	202,300	206,300	205,100	-	205,100	207,151
Total Budgetary Costs	2,872,724	3,094,658	3,123,618	2,750	3,126,368	3,158,555
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
501 Insurance Service	2,872,724	3,094,658	3,123,618	2,750	3,126,368	3,158,555
Total Revenues	2,872,724	3,094,658	3,123,618	2,750	3,126,368	3,158,555

The major variances for the FY 2019 budget are as follows:

Increases to Program Funding:

1. The budget reflects an increase in the State payment for the County's self-insurance (\$30,700); public official liability (\$8,500); aviation (\$5,100); general liability claims (\$10,000); property, equipment for Volunteer Fire Department (\$18,200).

Decreases to Program Funding:

1. Offset by decreases in vehicle repair claims (\$20,000) and maintenance and repairs (\$10,000).

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Communications Summary

The Communications Trust Fund accounts for the resources and expenditures associated with the County's centralized telecommunications network, which includes the telephone and internet systems. The individual departments and agencies are assessed based on the number of internet connections, data lines, and telephone usage within their individual areas. The increase in funding is due to the expansion of the phone system to other Leon County government offices, specifically the Clerk of the Circuit Court & Comptroller, offset by a slight decline in the provider's rates. Cost increase is related to phone system including repair and maintenance. In addition, the increase reflects the inclusion of copier costs as part of the Communications internal services fund to better track and monitor cost increases.

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	1,357,988	1,464,634	1,697,092	-	1,697,092	1,697,713
Total Budgetary Costs	1,357,988	1,464,634	1,697,092	-	1,697,092	1,697,713
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Communications Trust (502-900-590)	918,870	1,013,727	1,253,622	-	1,253,622	1,253,622
MIS Automation - Animal Control (140-470-562)	3,077	2,882	3,723	-	3,723	3,723
MIS Automation - Building Inspection (120-470-524)	2,900	2,770	2,858	-	2,858	2,858
MIS Automation - EMS Fund (135-470-526)	13,800	13,145	14,053	-	14,053	14,053
MIS Automation - General Fund (001-470-519)	252,850	264,295	251,492	-	251,492	251,492
MIS Automation - Growth Management (121-470-537)	15,625	14,785	15,091	-	15,091	15,091
MIS Automation - Motor Pool Fund (505-470-519)	1,870	1,710	1,884	-	1,884	1,884
MIS Automation - Parks and Recreation (140-470-572)	3,207	3,850	3,185	-	3,185	3,185
MIS Automation - Probation Services (111-470-523)	12,110	11,915	12,236	-	12,236	12,236
MIS Automation - Public Defender (110-470-603)	43,203	41,885	42,890	-	42,890	42,890
MIS Automation - Solid Waste Fund (401-470-534)	23,320	22,840	24,044	-	24,044	24,665
MIS Automation - State Attorney (110-470-602)	25,066	24,180	24,905	-	24,905	24,905
MIS Automation - Stormwater (123-470-538)	-	75	100	-	100	100
MIS Automation - Tourism Development (160-470-552)	11,465	11,170	11,250	-	11,250	11,250
MIS Automation - Transportation Trust (106-470-541)	15,790	19,740	20,155	-	20,155	20,155
MIS Automation - Risk Fund (501-470-513)	355	225	223	-	223	223
MIS Automation - SOE (060-470-513)	14,480	15,440	15,381	-	15,381	15,381
Total Budget	1,357,988	1,464,634	1,697,092	-	1,697,092	1,697,713

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	252,850	264,295	251,492	-	251,492	251,492
060 Supervisor of Elections	14,480	15,440	15,381	-	15,381	15,381
106 Transportation Trust	15,790	19,740	20,155	-	20,155	20,155
110 Fine and Forfeiture	68,269	66,065	67,795	-	67,795	67,795
111 Probation Services	12,110	11,915	12,236	-	12,236	12,236
120 Building Inspection	2,900	2,770	2,858	-	2,858	2,858
121 Development Services & Environmental Management Fund	15,625	14,785	15,091	-	15,091	15,091
123 Stormwater Utility	-	75	100	-	100	100
135 Emergency Medical Services MSTU	13,800	13,145	14,053	-	14,053	14,053
140 Municipal Service	6,284	6,732	6,908	-	6,908	6,908
160 Tourism Development	11,465	11,170	11,250	-	11,250	11,250
401 Solid Waste	23,320	22,840	24,044	-	24,044	24,665
501 Insurance Service	355	225	223	-	223	223
502 Communications Trust	918,870	1,013,727	1,253,622	-	1,253,622	1,253,622
505 Motor Pool	1,870	1,710	1,884	-	1,884	1,884
Total Revenues	1,357,988	1,464,634	1,697,092	-	1,697,092	1,697,713

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Budgeted Reserves Summary

Each year the County sets aside, budgeted reserves and contingency funds. This is an integral part of the budgeting process allowing the County to allocate funds for unforeseeable events or market conditions such as rising fuel and energy costs. Any budgeted reserve utilized during the year must be approved by the Board of County Commissioners.

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	-	-	2,093,426	-	2,093,426	-
Grants-in-Aid	9,428,167	-	-	-	-	-
Budgeted Reserves	-	566,437	317,577	-	317,577	1,911,396
Total Budgetary Costs	9,428,167	566,437	2,411,003	-	2,411,003	1,911,396
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Budgeted Contingency - Crime Prevention (001-991-599)	-	87,783	-	-	-	-
Budgeted Reserves - Building Inspection (120-990-599)	-	108,284	-	-	-	-
Budgeted Reserves - Drug Court (116-990-599)	-	8,098	8,127	-	8,127	8,252
Budgeted Reserves - Fine and Forfeiture (110-990-599)	-	25,000	10,000	-	10,000	10,000
Budgeted Reserves - General Fund (001-990-599)	6,656,967	200,000	200,000	-	200,000	200,000
Budgeted Reserves - Insurance Service (501-990-599)	-	15,444	18,219	-	18,219	18,239
Budgeted Reserves - Municipal Service (140-990-599)	-	26,828	15,000	-	15,000	15,000
Budgeted Reserves - Sales Tax 2020 JPA Agreement (352-990-599)	-	-	-	-	-	1,593,750
Budgeted Reserves - Stormwater Utility (123-990-599)	-	20,000	6,231	-	6,231	6,155
Budgeted Reserves - Tourism Development (160-990-599)	-	50,000	50,000	-	50,000	50,000
Budgeted Reserves - Transport. Trust (106-990-599)	-	25,000	10,000	-	10,000	10,000
Budgeted Reserves - General Fund (001-990-519)	2,771,200	-	-	-	-	-
Budgeted Reserves - Homestead Exemption (001-992-599)	-	-	2,093,426	-	2,093,426	-
Total Budget	9,428,167	566,437	2,411,003	-	2,411,003	1,911,396
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	9,428,167	287,783	2,293,426	-	2,293,426	200,000
106 Transportation Trust	-	25,000	10,000	-	10,000	10,000
110 Fine and Forfeiture	-	25,000	10,000	-	10,000	10,000
116 Drug Abuse Trust	-	8,098	8,127	-	8,127	8,252
120 Building Inspection	-	108,284	-	-	-	-
123 Stormwater Utility	-	20,000	6,231	-	6,231	6,155
140 Municipal Service	-	26,828	15,000	-	15,000	15,000
160 Tourism Development	-	50,000	50,000	-	50,000	50,000
352 Sales Tax - Extension 2020 JPA Agreement	-	-	-	-	-	1,593,750
501 Insurance Service	-	15,444	18,219	-	18,219	18,239
Total Revenues	9,428,167	566,437	2,411,003	-	2,411,003	1,911,396

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-990-519 Budgeted Reserves -General Fund				
586001 RED CROSS-DISASTER MITIGATION	1,468,656	0	0	0
586002 Catastrophe Reserves	1,302,544	0	0	0
001-990-519 Totals	<u>2,771,200.00</u>	<u>0</u>	<u>0</u>	<u>0</u>
001-990-599 Budgeted Reserves - General Fund				
586002 Catastrophe Reserves	6,656,967	0	0	0
59900 Budgeted Contingency	0	200,000	200,000	200,000
001-990-599 Totals	<u>6,656,967.00</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
001-991-599 Budgeted Contingency-Crime Prevention				
59904 Budgeted Contingency-Crime Prevention	0	87,783	0	0
001-991-599 Totals	<u>0.00</u>	<u>87,783</u>	<u>0</u>	<u>0</u>
001-992-599 Budgeted Reserves-Homestead Exemption*				
59905 Budgeted Reserve-Homestead Exemption	0	0	2,093,426	0
001-992-599 Totals	<u>0.00</u>	<u>0</u>	<u>2,093,426</u>	<u>0</u>
106-990-599 Budgeted Reserves - Transport. Trust				
59900 Budgeted Contingency	0	25,000	10,000	10,000
106-990-599 Totals	<u>0.00</u>	<u>25,000</u>	<u>10,000</u>	<u>10,000</u>
110-990-599 Budgeted Reserves - Fine and Forfeiture				
59930 Reserve For Article V	0	25,000	10,000	10,000
110-990-599 Totals	<u>0.00</u>	<u>25,000</u>	<u>10,000</u>	<u>10,000</u>
116-990-599 Budgeted Reserves - Drug Court				
59930 Reserve For Article V	0	8,098	8,127	8,252
116-990-599 Totals	<u>0.00</u>	<u>8,098</u>	<u>8,127</u>	<u>8,252</u>
120-990-599 Budgeted Reserves - Building Inspection				
59900 Budgeted Contingency	0	108,284	0	0
120-990-599 Totals	<u>0.00</u>	<u>108,284</u>	<u>0</u>	<u>0</u>
123-990-599 Budgeted Reserves - Stormwater Utility				
59900 Budgeted Contingency	0	20,000	6,231	6,155
123-990-599 Totals	<u>0.00</u>	<u>20,000</u>	<u>6,231</u>	<u>6,155</u>
140-990-599 Budgeted Reserves - Municipal Service				
59900 Budgeted Contingency	0	26,828	15,000	15,000
140-990-599 Totals	<u>0.00</u>	<u>26,828</u>	<u>15,000</u>	<u>15,000</u>
160-990-599 Budgeted Reserves - Tourism Development				
59900 Budgeted Contingency	0	50,000	50,000	50,000
160-990-599 Totals	<u>0.00</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
352-990-599 Budgeted Reserves - Sales Tax 2020 JPA Agreement				
59902 Reserve For Future Projects	0	0	0	1,593,750
352-990-599 Totals	<u>0.00</u>	<u>0</u>	<u>0</u>	<u>1,593,750</u>

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
501-990-599 Budgeted Reserves - Insurance Service				
59926 Reserve For Future Liability	0	15,444	18,219	18,239
501-990-599 Totals	<u>0.00</u>	<u>15,444</u>	<u>18,219</u>	<u>18,239</u>
Budgeted Reserves Totals	<u>9,428,167.00</u>	<u>566,437</u>	<u>2,411,003</u>	<u>1,911,396</u>

* As part of the FY 2019 tentative budget, the \$1.0 million is being set aside in a reserve account to offset the potential future shortfall if the referendum passes. This savings, combined with the additional property tax revenue of \$1,093,426 included in the July 1st property tax certification from the Property Appraiser, brought the total Homestead Exemption reserve to \$2,093,426. The reserves will be used to assist with future year budget balancing if the additional \$25,000 homestead exemption passes on the November 6, 2018 general election ballot.

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Budgeted Capital Reserves Summary

Budgeted reserves reflect anticipated collection of interest in the E-911 System Capital Project Fund.

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Budgeted Reserves	-	62,130	80,655	-	80,655	162,430
Total Budgetary Costs	-	62,130	80,655	-	80,655	162,430
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
911 Capital Projects (330-990-599)	-	62,130	80,655	-	80,655	162,430
Total Budget	-	62,130	80,655	-	80,655	162,430
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
330 9-1-1 Capital Projects	-	62,130	80,655	-	80,655	162,430
Total Revenues	-	62,130	80,655	-	80,655	162,430

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Other Non-Operating Summary

These expenses relate to costs that are not associated with a specific County Department. A detailed description regarding for these costs is provided below.

Non-Operating Expenditures General Fund

These expenses includes: County's annual dues (i.e. National Association of Counties, Florida Association of Counties), unemployment compensation payments, licensing (ASCAP), state fire service payments, pre-employment drug tests, payment for legal notices, annual audit expenses, and bank charges.

Summer Youth Employment

The Summer Youth Employment Program is funded by the County out of general revenue. The participants in this program are Leon County students between the ages of 14 and 21. As part of the FY 2018 budget process, 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 2019, \$40,606 is allocated for the program.

Other Non-Operating Expenses

The County will begin realizing \$1 million of savings in TIF payments for the Frenchtown/Southside Community Redevelopment Agency District for FY 2019, due to millage equalization as part the renegotiated CRA agreement. The payment would have been \$1 million more than what is reflecting in the FY 2019 budget without the renegotiated payments.

Reimbursement of Administrative Costs

Reimbursement of administrative costs to preserve funding for capital project cost associated with Public Works operations and engineering are no longer being charged back.

State Juvenile Detention Payments

The Juvenile Detention payment is a mandate authorized by the legislature in 2004. The mandate requires counties to pay the State for the predisposition of juveniles at detention facilities. Historically, costs for this program have steadily increased. During the 2016 legislative session, the disagreement between the State and Counties regarding the cost of detention sharing for juveniles was resolved, causing Leon County's share of costs to increase in FY 2018. For FY 2019, the aid amount is set at \$900,000, an increase from FY 2018.

Drug Abuse Trust

Due to recent employee retirements and new employees opting for City benefits, these are no longer budgeted expenditures for the CRTPA.

800 MHZ System Maintenance

The Moving Violation Surcharge Fund is used to account for resources and expenditures associated with Leon County's participation in an intergovernmental radio communications programs previously approved by the Florida Department of Management Services. The actual expenditure is an annual payment to the City of Tallahassee and the contracted vendor for ongoing maintenance associated with the Leon County 800 MHZ radio system. In FY 2008, Leon County entered into a new maintenance contract for the system involving an upgrade from analog to digital technology for FY 2019. Total transfer is \$1,509,893 a reduction of \$176,033 due to the replacement of one time capital in FY18.

Killearn Lakes Units I and II Sewer Services

This expenditure is a payment to the City of Tallahassee for the construction of a sewer system in these two subdivisions. Revenue for the payment is derived by a non-ad valorem assessment charge to individual lots. The County collects the assessments for remittance to the city.

Grant Match Funds

Matching funds are provided for contingent grants that require a certain percent of the funding required to implement or operate a program. The pledged match is contingent on the grant being awarded. For FY 2019, this funding will remain level.

Department of PLACE

To establish a joint Economic Development office prior to the 2020 sales tax extension, which dedicates 12% of collections to Economic Development, the County and City, through the Blueprint 2000 Inter-local Agreement, agreed to merge their respective Economic Development and MWSBE offices. The payment to PLACE reflects a portion of the cost of the Economic Vitality contract and supports the operations of Economic Vitality and MWSBE.

Payment to the City of Tallahassee for Parks & Recreation

In 2005, the County and the City entered into a 15 year agreement to make City parks, recreational facilities and programs fully accessible to the residents of the unincorporated area of Leon County. For FY 2019, this payment will be \$1,384,178, an increase of \$56,429 or 4.25% based on the inter-local agreement over the FY 2018 payment.

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	580,349	571,011	722,124	-	722,124	742,852
Operating	5,807,925	6,229,385	6,012,607	-	6,012,607	6,312,069
Capital Outlay	-	352,000	137,309	-	137,309	137,309
Grants-in-Aid	1,491,599	1,445,965	1,468,255	-	1,468,255	1,486,255
Total Budgetary Costs	7,879,873	8,598,361	8,340,295	-	8,340,295	8,678,485
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
800 Mhz System Maintenance (131-529-519)	1,262,302	1,685,926	1,509,893	-	1,509,893	1,551,071
Blueprint 2000 (001-403-515)	417,774	377,817	636,693	-	636,693	657,421
Capital Regional Transportation Planning Agency (001-402-515)	106,681	122,669	-	-	-	-
CRA-Payment (001-972-559)	2,402,311	2,880,365	2,277,443	-	2,277,443	2,451,750
Drug Abuse (116-800-562)	52,271	96,038	87,068	-	87,068	100,053
Grant Match Funds (125-991-595)	-	90,000	90,000	-	90,000	90,000
Juvenile Detention Payment - State (110-620-689)	845,180	877,710	900,000	-	900,000	918,000
Non-Operating General Fund (001-820-519)	855,912	912,604	877,159	-	877,159	889,324
Payment to City- Parks & Recreation (140-838-572)	1,273,620	1,327,749	1,384,178	-	1,384,178	1,443,005
PLACE - Economic Development (001-114-512)	384,352	304,983	304,755	-	304,755	304,755
Public Works Admin Chargebacks (106-978-541)	-	(350,000)	-	-	-	-
Sewer Services Killlearn Lakes Units I and II (164-838-535)	223,797	232,500	232,500	-	232,500	232,500
Summer Youth Employment (001-278-551)	55,673	40,000	40,606	-	40,606	40,606
Total Budget	7,879,873	8,598,361	8,340,295	-	8,340,295	8,678,485
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	4,222,703	4,638,438	4,136,656	-	4,136,656	4,343,856
106 Transportation Trust	-	(350,000)	-	-	-	-
110 Fine and Forfeiture	845,180	877,710	900,000	-	900,000	918,000
116 Drug Abuse Trust	52,271	96,038	87,068	-	87,068	100,053
125 Grants	-	90,000	90,000	-	90,000	90,000
131 Radio Communication Systems	1,262,302	1,685,926	1,509,893	-	1,509,893	1,551,071
140 Municipal Service	1,273,620	1,327,749	1,384,178	-	1,384,178	1,443,005
164 Special Assessment - Killlearn Lakes Units I and II Sewer	223,797	232,500	232,500	-	232,500	232,500
Total Revenues	7,879,873	8,598,361	8,340,295	-	8,340,295	8,678,485
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Capital Regional Transportation Planning Agency	1.00	1.00	-	-	-	-
Blueprint 2000	4.00	3.50	4.50	-	4.50	4.50
Total Full-Time Equivalents (FTE)	5.00	4.50	4.50	-	4.50	4.50

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Other Non-Operating - Capital Regional Transportation Planning Agency (001-402-515)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	106,681	107,669	-	-	-	-
Operating	-	15,000	-	-	-	-
Total Budgetary Costs	106,681	122,669	-	-	-	-
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	106,681	122,669	-	-	-	-
Total Revenues	106,681	122,669	-	-	-	-
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Sr. Transportation Planner	1.00	1.00	-	-	-	-
Total Full-Time Equivalents (FTE)	1.00	1.00	-	-	-	-

Capital Regional Transportation Planning Agency personnel expenses were established for employees opting for County benefits as allowed by the inter-local agreement. These expenses are added to the annual true up with the CRTPA and are reimbursed. Budgeting for these employees is done for accounting purposes only. For FY2019, there are no CRTPA employees opting for county benefits.

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Other Non-Operating - Blueprint 2000 (001-403-515)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Personnel Services	417,774	377,817	636,693	-	636,693	657,421
Total Budgetary Costs	417,774	377,817	636,693	-	636,693	657,421
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	417,774	377,817	636,693	-	636,693	657,421
Total Revenues	417,774	377,817	636,693	-	636,693	657,421
Staffing Summary	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Blueprint Attorney	-	-	1.00	-	1.00	1.00
Legal Assistant	1.00	1.00	1.00	-	1.00	1.00
Director of Planning, Land Management & Community Enhancement	1.00	0.50	0.50	-	0.50	0.50
MWBE Coordinator	1.00	1.00	1.00	-	1.00	1.00
Director Strategic Planning & Financial Accountability	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	4.00	3.50	4.50	-	4.50	4.50

Budget was established for Blueprint Attorney opting for County benefits as allowed by the inter-local agreement establishing the agency. Blueprint 2000 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 major variances for the FY 2019 Blueprint 2000 budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average, and the addition of the BP Attorney who opted to participate in the County's retirement system.

Leon County Fiscal Year 2019 Adopted Budget

Non-Operating

Other Non-Operating - CRA-Payment (001-972-559)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Operating	2,402,311	2,880,365	2,277,443	-	2,277,443	2,451,750
Total Budgetary Costs	2,402,311	2,880,365	2,277,443	-	2,277,443	2,451,750
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
001 General Fund	2,402,311	2,880,365	2,277,443	-	2,277,443	2,451,750
Total Revenues	2,402,311	2,880,365	2,277,443	-	2,277,443	2,451,750

The major variances for the FY 2019 budget are as follows:

Decreases to Program Funding:

1. Reduced operating cost in the amount of \$1,000,000 due the renegotiation of the CRA agreement. The recently renegotiated CRA agreement will reduce the payment to the Frenchtown CRA in FY 2019 by \$1.0 million. This CRA renegotiation was done in order to provide savings to the County if the additional property tax referendum passes in November 2018. In keeping with the Board's long-term financial plan, the preliminary budget sets aside this \$1.0 million in a dedicated reserve account to be used for future budget balancing.

Leon County Fiscal Year 2019 Adopted Budget

Debt Service

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Leon County Fiscal Year 2019 Adopted Budget

Debt Service Schedule

General Obligation Bonds

No outstanding issues.

Non Self-Supporting Revenue Debt

Description	Purpose	Pledge/ Security	Original Principal Amount	Outstanding Principal Amount	Outstanding Interest Amount	FY18/19 Principal Payment	FY18/19 Interest Payment	Remaining Principal	Final Maturity Date
Series 2012A: Tax Exempt & Series 2012B: Taxable	These bonds were issued to fund the acquisition of the Bank of America (BOA) building and for major repairs and renovations to the existing County Courthouse facility.	The pledged revenues for these bonds include guaranteed entitlement	\$21,061,000	\$13,781,000	\$510,095	\$6,819,000	\$258,817	\$6,962,000	2020
Series 2017	In FY 2017, the bank loan obtained to refund the non-taxable portion of Bond Series 2005 was refinanced.	revenue, Local Government Half Cent Sales Tax, State Revenue Sharing, Race Track funds and other non-ad valorem revenue sources.	\$15,851,000	\$15,692,000	\$1,644,935	\$163,000	\$331,101	\$15,529,000	2025
TOTAL			\$36,912,000	\$29,473,000	\$2,155,030	\$6,982,000	\$589,918	\$22,491,000	

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

Leon County Fiscal Year 2019 Adopted Budget

Debt Service

The various Debt Service Funds account for the debt service, including the accumulation of resources and payment of principal and interest, associated with the existing bonds issued and/or bank loans obtained by the County and an Energy Performance Contract with Energy Systems Group.

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 2025. This level payment structure for debt service will result in the reduction of the debt service burden to the County over time as the percentage of monies spent on debt service in the budget reduces in the out years.

Leon County currently services three 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. Construction of Public Libraries, the County Jail, and the Northeast Fire Station
2. Acquisition of the Tourist Development Council Building and the Bank of America Building
3. Renovations to the County Courthouse, the Fleet Management Facility, and the Public Works Building
4. Improvements to Stormwater Facilities, the County Landfill, and Parks & Recreation
5. Relocation of the Growth & Environmental Management Facility

The Energy Performance Contract is a lease to fund the acquisition of equipment to improve energy efficiency in various County facilities. The energy cost savings will offset the cost of the lease. Energy Systems Group will pay any balance on the lease not offset by the savings.

On July 8, 2014, the Board approved a bank loan to refund the remaining Capital Improvement Revenue Refunding Bonds, Series 2005 for an estimated \$1.7 million in net present value of the life of the loan. At its June 20, 2017 meeting, the Board approved the refinancing of this bank loan. The refinancing during FY 2017 provided additional saving in the amount of \$63,877 in FY 2018 \$489,076 in savings over the life of the loan. In FY 2019 there will be \$482,027 savings due to the final payment on the ESCO Lease Bond in FY 2018.

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Debt Service	8,527,127	8,057,345	7,575,318	-	7,575,318	7,572,935
Total Budgetary Costs	8,527,127	8,057,345	7,575,318	-	7,575,318	7,572,935
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Debt Service	8,527,127	8,057,345	7,575,318	-	7,575,318	7,572,935
Total Budget	8,527,127	8,057,345	7,575,318	-	7,575,318	7,572,935
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
211 Bond Series 2012A & 2012B	579,945	7,076,046	7,079,017	-	7,079,017	7,078,073
220 Bond Series 2005	6,902,413	-	-	-	-	-
221 ESCO Lease	484,514	484,514	-	-	-	-
222 Debt Series 2014	560,255	496,785	496,301	-	496,301	494,862
Total Revenues	8,527,127	8,057,345	7,575,318	-	7,575,318	7,572,935

Leon County Fiscal Year 2019 Adopted Budget

Debt Service

Debt Service Summary

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Debt Service	8,527,127	8,057,345	7,575,318	-	7,575,318	7,572,935
Total Budgetary Costs	8,527,127	8,057,345	7,575,318	-	7,575,318	7,572,935
Appropriations	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
2014 Debt Series (222-979-582)	560,255	496,785	496,301	-	496,301	494,862
Bond Series 2005 (220-958-582)	6,902,413	-	-	-	-	-
Bond Series 2012A (Tax Exempt) (211-975-582)	136,784	136,706	1,441,706	-	1,441,706	7,078,073
Bond Series 2012B (Taxable) (211-976-582)	443,161	6,939,340	5,637,311	-	5,637,311	-
ESCO Lease (221-977-582)	484,514	484,514	-	-	-	-
Total Budget	8,527,127	8,057,345	7,575,318	-	7,575,318	7,572,935
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
211 Bond Series 2012A & 2012B	579,945	7,076,046	7,079,017	-	7,079,017	7,078,073
220 Bond Series 2005	6,902,413	-	-	-	-	-
221 ESCO Lease	484,514	484,514	-	-	-	-
222 Debt Series 2014	560,255	496,785	496,301	-	496,301	494,862
Total Revenues	8,527,127	8,057,345	7,575,318	-	7,575,318	7,572,935

Leon County Fiscal Year 2019 Adopted Budget

Debt Service

Debt Service - Bond Series 2012A (Tax Exempt) (211-975-582)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Debt Service	136,784	136,706	1,441,706	-	1,441,706	7,078,073
Total Budgetary Costs	136,784	136,706	1,441,706	-	1,441,706	7,078,073
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
211 Bond Series 2012A & 2012B	136,784	136,706	1,441,706	-	1,441,706	7,078,073
Total Revenues	136,784	136,706	1,441,706	-	1,441,706	7,078,073

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.

Leon County Fiscal Year 2019 Adopted Budget

Debt Service

Debt Service - Bond Series 2012B (Taxable) (211-976-582)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Debt Service	443,161	6,939,340	5,637,311	-	5,637,311	-
Total Budgetary Costs	443,161	6,939,340	5,637,311	-	5,637,311	-
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
211 Bond Series 2012A & 2012B	443,161	6,939,340	5,637,311	-	5,637,311	-
Total Revenues	443,161	6,939,340	5,637,311	-	5,637,311	-

This fund accounts for the debt service associated with the Capital Improvement Revenue Bond Series 2003B (Taxable). 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 bond will reach maturity in FY 2020.

Leon County Fiscal Year 2019 Adopted Budget

Debt Service

Debt Service - Bond Series 2005 (220-958-582)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Debt Service	6,902,413	-	-	-	-	-
Total Budgetary Costs	6,902,413	-	-	-	-	-
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
220 Bond Series 2005	6,902,413	-	-	-	-	-
Total Revenues	6,902,413	-	-	-	-	-

This fund accounts was for the debt services associated with the Capital Improvement Revenue Refunding Bond Series 2005. This bond was issued to fully refund the Parks and Recreation Bond Series 1998A and to refund a portion of the Stormwater Bond Series 1997 and a portion of the Capital Improvement Revenue Bond Series 1999. This bond was also issued to fund the relocation of the growth and environmental management facility, the construction of a public library, and renovations to the County courthouse building.

On June 23, 2015, the Board approved financing to refund the remaining Capital Improvement Revenue Refunding Bonds, Series 2015 for an estimated \$595,000 in net present value of the life of the loan. The bonds matured October 1, 2017, providing \$448,402 in annual savings in FY 2018. During FY 2014, the Board approved refunding the non-taxable portion (Fund 222 Bond Series 2014) of the Capital Improvement Revenue Bond, Series 2005 for a total estimated \$1.7 million in net present value over a period of eleven years beginning in FY 2014. This bond has reached its maturity date and is paid and closed.

Leon County Fiscal Year 2019 Adopted Budget

Debt Service

Debt Service - ESCO Lease (221-977-582)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Debt Service	484,514	484,514	-	-	-	-
Total Budgetary Costs	484,514	484,514	-	-	-	-
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
221 ESCO Lease	484,514	484,514	-	-	-	-
Total Revenues	484,514	484,514	-	-	-	-

This fund accounts for the debt service associated with the obligations relating to the County's Energy Performance Contract with Energy Systems Group. This lease was entered into to fund the acquisition of various facility improvement measures including lighting upgrades, HVAC systems, an energy management system and water/sewer improvements. These energy efficiency improvements offset the cost of the lease. Energy Systems Group will pay any balance on the lease not offset by these energy cost savings. The net savings has totaled approximately \$850,000. This bond has reached its maturity date and is paid and closed.

Leon County Fiscal Year 2019 Adopted Budget

Debt Service

Debt Service – 2017 Capital Improvement Revenue Refinancing (222-979-582)

Budgetary Costs	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
Debt Service	560,255	496,785	496,301	-	496,301	494,862
Total Budgetary Costs	560,255	496,785	496,301	-	496,301	494,862
Funding Sources	FY 2017 Actual	FY 2018 Adopted	FY 2019 Continuation	FY 2019 Issues	FY 2019 Budget	FY 2020 Budget
222 Debt Series 2014	560,255	496,785	496,301	-	496,301	494,862
Total Revenues	560,255	496,785	496,301	-	496,301	494,862

At the April 26, 2017 Budget Workshop the Board approved the refinancing of this bank loan. The refinancing during FY 2017 provided additional saving in the amount of \$63,877 in FY 2018 and \$489,076 in savings over the life of the loan.

Leon County Fiscal Year 2019 – 2023 Capital Improvement Program

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Leon County Fiscal Year 2019 – 2023 Capital Improvement Program

Project Index

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Leon County Fiscal Year 2019 – 2023 Capital Improvement Program

Capital Improvement Program Overview

Capital Improvement Program

The capital improvement program is a resource that helps Leon County government ensure that decisions on projects and funding are made wisely and in a well planned manner. The quality of life for a Leon County resident depends on the reliability of transportation, the quality of stormwater system, the efficiency of waste disposal, the accessibility of culture and recreation, and many other essential public services.

High quality service levels can be achieved through the proper planning and provision of the replacement, maintenance and enhancement of the County's capital assets. In accordance with Florida Statute Chapter 125.74 (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 three years and costs at least \$10,000.

Capital Project

A capital project is undertaken to acquire a capital asset. Examples include the construction, maintenance, and/or renovations to public buildings as well as improvements to stormwater systems and transportation.

Capital Improvement Program

Capital infrastructure is essential to the Leon County community. Leon County's capital improvement program is a multi-year program that identifies capital projects to be funded during a five year period. It specifies each capital project to be undertaken, the year it will begin, the anticipated expenses for each year and the method of financing.

Projects and financing sources in the capital improvement program for years other than the current budget year (commonly called "out-years" or "planned years") are not authorized until the annual budget for those years is legally adopted. The out-years serve only as a guide for future planning and are subject to further review and modification.

Annual Capital Budget

The annual capital budget represents the first year of a capital improvement program. It is the appropriation of capital spending legally adopted by the Board. The annual capital budget is adopted in conjunction with Leon County's annual operating budget and provides legal authority to proceed with specific projects.

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 2019 – 2023 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 2019 - FY 2023 capital improvement program.
- **Capital Projects By Managing Department:**
Summary table of all capital improvement projects organized by managing department.
- **FY 2018 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 2019 to FY 2023. The project detail sheets each provide the following:

- **General Information:**
Includes project title, managing department, project number, service type, project status, description/justification and, if applicable, project location map 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 2017, FY 2018 adjusted budget and FY 2018 year-to-date expenditures, FY 2019 budget, FY 2019 – FY 2023 planned budget, FY 2019 – FY 2023 total, total project cost, and estimates of any anticipated impacts on the operating budget.

Leon County Fiscal Year 2019 – 2023 Capital Improvement Program

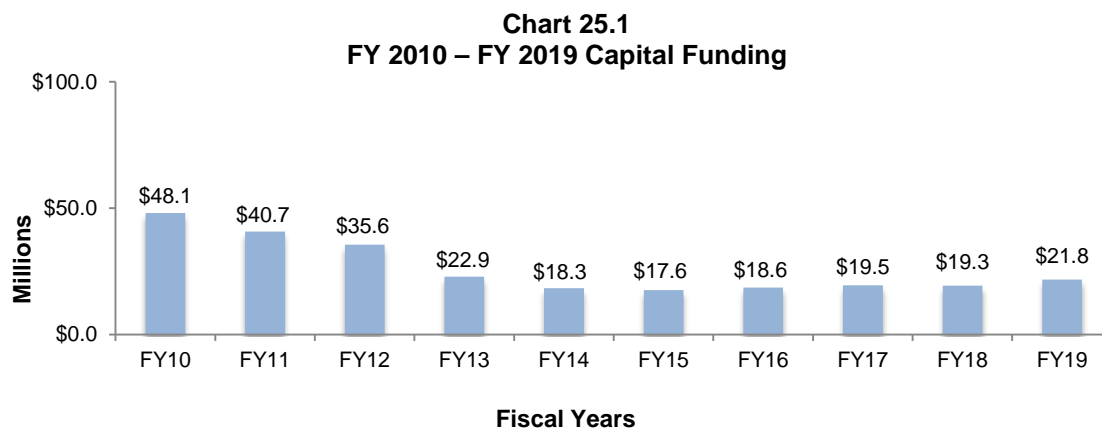
Capital Improvement Program Analysis

FY 2019 through FY 2023 Capital Budget

Chart 25.1 shows the capital funding for each fiscal year from FY 2010 through FY 2019. The total FY 2019 capital budget is **\$21,880,541 (\$21,799,886 in capital projects and \$80,655 in budgeted reserves)**. Including the budgeted reserves, this is a 13% increase over the adopted FY 2018 capital budget of \$19,360,201.

At its June 19, 2018 Budget Workshop, the Board approved an increase in the recurring transfer to the County capital program from \$3.9 million in FY 2018 to \$5.0 million for FY 2019. During the recession, the County suspended the transfer of recurring dollars to the capital program, and instead relied on accumulated fund balances to fund capital projects. Long-term analysis indicates recurring transfers of \$5.0 to \$6.0 million in recurring revenue are needed to adequately support the capital program. In FY 2016, the budget included increasing the recurring revenue transfer to \$2.0 million. In FY 2017 and FY 2018, the transfer was increased to \$3.0 million and \$3.9 million respectively. The FY 2019 preliminary budget includes an additional \$1.1 million increase bringing the recurring transfer to the \$5.0 million level. The \$1.1 million increase is supported by planned debt service reductions and property values increasing more than anticipated.

The Chart below also illustrates the Capital Improvement Program is below FY 2010 funding levels.



The capital projects planned for FY 2019 include transportation and stormwater maintenance, sidewalk construction, general county maintenance and improvements, fleet maintenance, technology upgrades, and parks and recreation maintenance and improvements. In developing the proposed five-year capital improvement program, staff continues to focus the limited resources of the County towards maintaining aging infrastructure. A large portion of the projected maintenance budget supports aging facilities. In particular, the County has a number of older large buildings (Detention Facility, Sheriff's Administration, Courthouse, Main Library and the Public Works Operation Center) that are operating with equipment near or at their end-of-life use.

The FY 2019 – FY 2023 Capital Improvement Plan is primarily focused on maintaining the County's infrastructure of buildings, roads, stormwater system, parks and fleet. In January of FY 2020, Leon County will begin collecting its share of the Blueprint 2020 sales tax extension. As previously approved by the Board, the County's ten percent share of the sales tax will be used for road resurfacing, intersection and safety improvements. A new component of this sales tax is the two percent dedicated to Livable Infrastructure for Everyone (L.I.F.E.). A preliminary five-year L.I.F.E. Program schedule was presented at the April 24, 2018, FY 2019 Budget Policy Workshop. Program recommendations and project details will be developed and presented as part of the FY 2020 budget process.

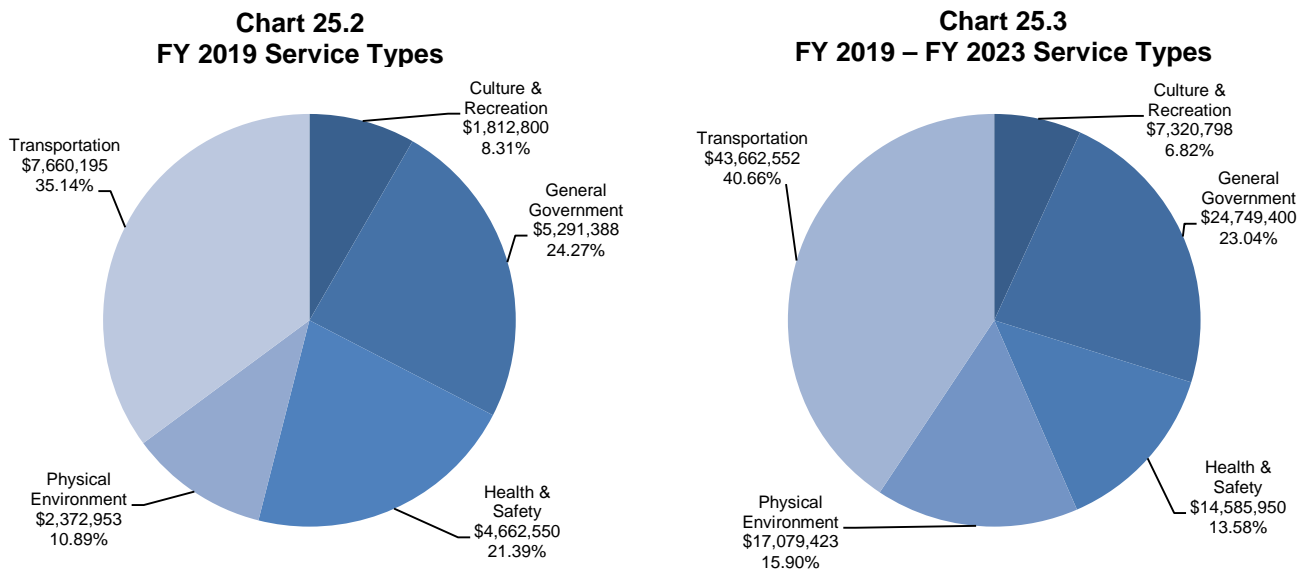
In addition, the County's share of the dedicated water quality funding from the future sales tax proceeds supports a number of strategic initiatives to address septic upgrades and sewer conversion projects in the primary spring protection zone. Over the past several years, the County has utilized existing capital project reserves to match state grant funds in support of the septic to sewer projects. Over the next five years, \$7.0 million of the water quality funding will be used to pay back this advanced funding.

Leon County Fiscal Year 2019 – 2023 Capital Improvement Program

Capital Improvement Program Analysis

Service Types

Chart 25.2 illustrates the service types of the projects in the FY 2019 capital budget. Chart 25.3 shows the service types of the projects in the FY 2019 - FY 2023 Capital Improvement Program. The Capital Improvement Program continues to spend the majority of funds on transportation projects. Budgeted reserves are not reflected below.



Project Funding Sources

Table 25.1 shows the project funding sources for the FY 2019 capital budget and the FY 2019 - FY 2023 capital improvement program. Capital Improvements (Fund 305) and Sales Tax Extension (Fund 309) are the primary sources of funding for the FY 2019 capital budget, with \$11,458,901 (52.6%) and \$4,695,350 (21.54%) respectively. Capital Improvements (Fund 305) is the primary source of funding for FY 2019 - FY 2023, totaling \$46,526,431 (43.32%). The table does not reflect budgeted reserves.

**Table 25.1
FY 2019 – FY 2023 Project Funding Sources**

Funding Source	FY 2019 Planned	%	FY 2019 - FY 2023 Program	%
Capital Improvements (Fund 305)	11,458,901	52.56%	46,526,431	43.32%
Sales Tax Extension (Fund 309)	4,695,350	21.54%	5,824,096	5.42%
Transportation Improvements (Fund 306)	3,344,845	15.34%	16,957,256	15.79%
EMS MSTU (Fund 135)	1,385,000	6.35%	6,527,000	6.08%
Solid Waste (Fund 401)	565,790	2.60%	3,822,400	3.56%
Bank of America (Fund 165)	250,000	1.15%	1,925,000	1.79%
Tourist Development (Fund 160)	100,000	0.46%	100,000	0.09%
Sales Tax Extension 2020 (Fund 351)	-	0.00%	17,523,700	16.32%
Sales Tax Extension 2020 JPA (Fund 352)	-	0.00%	8,192,240	7.63%
Total	21,799,886	100%	107,478,123	100%

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, Blueprint 2020 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 2020 Joint Participation Agreement (BP2020 JPA) revenue supports County projects funded through the County's share of the sales tax extension. The BP2020 JPA revenue, accounted for in Fund

Leon County Fiscal Year 2019 – 2023 Capital Improvement Program

Capital Improvement Program Analysis

352, will be used for water quality and stormwater, sidewalks, and Livable Infrastructure for Everyone (L.I.F.E.) projects. The remaining 20% of the sales tax extension will be split evenly between the County and the City. The County's 10% share, accounted for in Fund 351 (Sales Tax Extension 2020), will be used for transportation resurfacing and intersection safety improvement projects and other statutorily authorized uses approved by the County.

The current Sales Tax Extension 2000, which will expire in year 2019, is accounted for in Fund 309, Sales Tax Extension.

Reserves for Capital Projects

As a financial best practice and to avoid the cost associated with borrowing, Leon County annually evaluates fund balance levels to determine the availability of funds to support the capital program. For FY 2019, to provide sufficient resources for the capital program, a \$7.0 million general revenue fund sweep, and a \$3.0 million fund sweep of stormwater and transportation fund balances will be made to fund stormwater and transportation capital projects. The fund sweep supports the planned capital improvement program through FY 2020 and is contemplated to replace capital reserves used as matching funds for state septic to sewer grants. 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. Over the next five years, \$7.0 million of the water quality funding will be used to pay back this advanced funding. 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.

The future need for general revenue fund sweeps to support capital maintenance projects diminishes as the recurring general revenue transfer to the capital program increases. As previously mentioned, during the post-recession recovery in order to balance the budget in FY 2014, the budget suspended the transfer of recurring revenue to the capital program. Since that time the transfer has increased to \$3.9 million in FY 2018 and the preliminary FY 2019 budget increases this transfer to \$5.0 million. To support the capital program adequately, future transfers are projected to increase to between \$6.0 to \$8.0 million annually.

New Capital Projects

Table 25.2 indicates new projects for the FY 2019 capital budget and the FY 2019 - FY 2023 capital improvement program. One project totaling \$30,000 will be funded in FY 2019. For the five-year period, a total of \$90,000 is budgeted for the new project.

Table 25.2
FY 2019 - FY 2023 New and Revised Projects

New and Revised Projects	FY 2019 Planned	%	FY 2019 - FY 2023 Program	%
Dog Parks - Unincorporated Area	30,000	100%	90,000	100%
Total	30,000	100%	90,000	100%

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Leon County Fiscal Year 2019 – 2023 Capital Improvement Program

Capital Improvement Program Analysis

Management of Capital Projects

Table 25.3 shows the managing divisions of the FY 2019 capital budget and FY 2019 - FY 2023 capital improvement program. The listed divisions manage a total of 98 projects, but only 59 projects will receive additional funding in the FY 2019 Capital Improvement Program; the remainder is funded through the carry forward process or will receive funding in the out-years. Budgeted reserves and carryforward projects are not reflected below.

Table 25.3
FY 2019 – FY 2023 Managing Divisions

Managing Division	FY 2019 Number of Projects	FY 2019	%	FY 2019 – FY 2023 Program	%
Engineering Services	36	10,172,545	46.66%	53,109,242	49.45%
Facilities Management	12	3,734,888	17.13%	16,568,800	15.43%
Fleet Management	11	2,967,308	13.61%	15,197,008	14.15%
Management Information Services	15	1,974,280	9.06%	10,368,000	9.65%
Parks & Recreation	13	1,680,000	7.71%	6,840,000	6.37%
Public Works - Operations	4	835,200	3.83%	4,176,000	3.89%
Solid Waste	5	403,665	1.85%	1,057,073	0.98%
Miscellaneous	2	32,000	0.15%	82,000	0.08%
TOTAL	98	21,799,886	100%	107,398,123	100%

Leon County Fiscal Year 2019 – 2023 Capital Improvement Program

Capital Projects By Managing Divisions

Project	Project #	Life to Date FY 2017	Adj Budget FY 2018	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY19 - FY23 Total	Project Cost Total
Engineering Services										
2/3rds Tower Oaks Private Road Paving	057917	-	594,821	-	-	-	-	-	-	594,821
Architectural & Engineering Services	086011	475,003	99,472	60,000	60,000	60,000	60,000	60,000	300,000	874,475
Arterial/Collector and Local Road Resurfacing	056001	38,239,450	5,806,579	3,320,350	2,879,046	3,488,500	3,626,250	3,767,800	17,081,946	61,127,975
Baum Road Drainage Improvements	054011	1,240	73,760	155,000	750,000	-	-	-	905,000	980,000
Beech Ridge Trail	54,010	242,734	3,928	-	-	-	-	-	-	246,662
Belair-Annawood Septic to Sewer	062007	-	3,500,000	-	-	-	-	-	-	3,500,000
Blueprint 2020 LIFE Projects	067004	-	-	-	668,230	917,700	945,250	973,560	3,504,740	3,504,740
Community Safety & Mobility	056005	8,376,872	1,725,341	425,000	195,000	-	-	-	620,000	10,722,213
Comprehensive Wastewater Treatment Project	062006	-	500,000	-	-	-	-	-	-	500,000
Crump Road Drainage Improvements	055011	9,326	415,674	-	-	-	-	-	-	425,000
Fords Arm - Lexington Pond Retrofit	063005	2,661,084	2,872,882	-	-	-	500,000	1,100,000	1,600,000	7,133,966
Intersection and Safety Improvements	057001	8,597,869	5,077,684	-	595,850	500,000	500,000	500,000	2,095,850	15,771,403
Innovation Park Trail	042006	-	184,904	-	-	-	-	-	-	184,904
Detention Facility Complex Maintenance	086031	5,162,376	3,442,489	2,894,953	1,553,500	1,000,000	1,027,900	1,000,000	7,476,353	16,081,218
Killearn Acres Flood Mitigation	064001	2,629,045	497,677	-	-	-	-	-	-	3,126,722
Lake Henrietta Renovations	061001	72,209	822,554	350,000	200,000	-	-	-	550,000	1,444,763
Lake Munson Restoration	062001	2,575,126	225,504	-	-	-	-	-	-	2,800,630
Longwood Outfall Retrofit	062004	-	223,345	-	-	-	-	-	-	223,345
Magnolia Drive Multi-Use Trail	055010	2,896,825	5,635,704	-	-	-	-	-	-	8,532,529
Medical Examiner Facility	086067	219,788	2,529,392	332,597	-	-	-	-	332,597	3,081,777
NE Lake Munson Septic to Sewer	062008	-	5,500,000	-	-	-	-	-	-	5,500,000
Old Bainbridge Road Safety Improvements	053007	-	425,071	100,000	-	-	-	-	100,000	525,071
Pedrick Pond Stormwater Improvements	045007	207,197	40,720	-	-	-	-	-	-	247,917
Public Works Design and Engineering Services	056011	298,781	138,434	100,000	100,000	100,000	100,000	100,000	500,000	937,215
Serenity Cemetery Expansion	091002	-	-	-	-	100,000	-	-	-	100,000
Sidewalk Program	056013	2,327,901	3,664,546	1,509,645	2,484,908	2,836,073	2,875,735	2,916,395	12,622,756	18,615,203
Springhill Road Bridge Rehabilitation	051008	-	350,500	-	-	-	-	-	-	350,500
Stormwater Infrastructure Preventative Maintenance	067006	-	1,050,000	300,000	300,000	300,000	300,000	300,000	1,500,000	2,550,000
Street Lights Program - Unincorporated Areas	057013	-	250,000	125,000	-	-	-	-	125,000	375,000
TMDL Compliance Activities	066004	-	350,000	-	-	-	-	-	-	350,000
Transportation and Stormwater Improvements	056010	10,039,678	3,250,010	500,000	1,120,000	725,000	850,000	500,000	3,695,000	16,984,688
Volunteer Fire Departments	096002	328,189	161,661	-	-	-	-	-	-	489,850
Westside Stormwater	062005	12,962	400,000	-	-	-	-	-	-	412,962
Woodside Heights Sewer Project - FDEP	061003	-	5,419,028	-	-	-	-	-	-	5,419,028
Woodside Heights Sewer Project - NFWFMD	061002	411,427	69,223	-	-	-	-	-	-	480,650
Woodville Sewer Project	062003	539	3,000,000	-	-	-	-	-	-	3,000,539
Engineering Subtotal		85,785,621	58,300,903	10,172,545	10,906,534	10,027,273	10,785,135	11,217,755	53,109,242	197,195,766
Public Works - Operations										
Arterial/Collector Roads Pavement Markings	026015	912,822	138,821	135,200	135,200	135,200	135,200	135,200	676,000	1,727,643
Faulk Drive Pond Sediment Removal	063010	-	250,000	-	-	-	-	-	-	250,000
Open Graded Cold Mix Maintenance/Resurfacing	026006	13,580,549	1,176,311	600,000	600,000	600,000	600,000	600,000	3,000,000	17,756,860
Stormwater Pond Repairs	066026	1,216,995	149,185	100,000	100,000	100,000	100,000	100,000	500,000	1,866,180
Public Works - Operations Subtotal		15,710,366	1,714,317	835,200	835,200	835,200	835,200	835,200	4,176,000	21,600,683
Fleet Management										
EMS Vehicle & Equipment Replacement	026014	8,295,071	1,212,324	1,360,000	1,175,000	1,182,000	1,230,000	1,455,000	6,402,000	15,909,395
Fleet Management Shop Equipment	026010	225,456	50,000	25,000	15,000	-	35,000	-	75,000	350,456
General Vehicle & Equipment Replacement	026003	4,906,473	280,912	227,000	312,500	299,000	123,000	103,000	1,064,500	6,251,885
Hazardous Waste Vehicle & Equipment Replacement	036042	-	218,500	18,000	-	48,000	-	-	66,000	284,500
New Parks/Greenways Vehicles & Equipment	046007	667,668	326,747	82,800	94,248	53,750	-	-	230,798	1,225,213
New Stormwater Vehicles & Equipment	026020	-	-	62,383	-	-	-	-	62,383	62,383
Public Works Vehicle & Equipment Replacement	026005	10,654,976	958,108	845,000	681,000	505,000	365,000	750,000	3,146,000	14,759,084
Rural Waste Vehicle & Equipment Replacement	036033	618,183	395,565	-	210,000	215,000	-	-	425,000	1,438,748
Solid Waste Heavy Equipment & Vehicle Replacement	036003	3,327,094	298,686	31,000	218,000	388,000	-	40,000	677,000	4,302,780
Stormwater Vehicle & Equipment Replacement	026004	6,964,263	382,676	203,000	310,000	190,000	370,000	378,000	1,451,000	8,797,939
Transfer Station Heavy Equipment Replacement	036010	3,152,297	87,209	113,125	454,202	395,000	165,000	470,000	1,597,327	4,836,833
Fleet Management Subtotal		38,811,481	4,210,727	2,967,308	3,469,950	3,275,750	2,288,000	3,196,000	15,197,008	58,219,216
Solid Waste										
Household Hazardous Waste Improvements	036019	489,172	85,650	-	-	-	-	-	-	574,822
Landfill Closure	036043	-	15,160,306	-	-	-	-	-	-	15,160,306
Landfill Improvements	036002	1,587,930	147,213	20,000	20,000	20,000	20,000	20,000	100,000	1,835,143
Solid Waste Pre-Fabricated Buildings	036041	50,054	49,063	45,000	-	-	-	-	45,000	144,117
Transfer Station Improvements	036023	1,103,062	416,553	338,665	150,852	150,852	150,852	120,852	912,073	2,431,688
Solid Waste Subtotal		3,230,217	15,858,785	403,665	170,852	170,852	170,852	140,852	1,057,073	20,146,075

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 2019 – 2023 Capital Improvement Program

Capital Projects By Managing Divisions

Project	Project #	Life to Date FY 2017	Adj Budget FY 2018	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY19 - FY23 Total	Project Cost Total
Office of Information & Technology (MIS)										
County Compute Infrastructure	076008	3,465,427	722,197	550,000	550,000	550,000	550,000	550,000	2,750,000	6,937,624
Courtroom Technology	076023	1,199,468	375,205	132,000	132,000	132,000	132,000	132,000	660,000	2,234,673
E-Filing System for Court Documents	076063	22,972	247,333	-	125,000	-	125,000	-	250,000	520,305
Emergency Medical Services Technology	076058	310,025	25,000	25,000	25,000	25,000	25,000	25,000	125,000	460,025
Financial Hardware and Software	076001	452,892	268,514	25,000	25,000	25,000	25,000	25,000	125,000	846,406
Geographic Information Systems	076009	5,733,741	499,014	188,280	188,280	188,280	188,280	188,280	941,400	7,174,155
GIS Incremental Basemap Update	076060	3,395,178	298,500	298,500	298,500	298,500	298,500	298,500	1,492,500	5,186,178
Library Services Technology	076011	372,861	73,000	50,000	50,000	50,000	50,000	50,000	250,000	695,861
Mobile Devices	076042	599,650	38,648	25,000	25,000	25,000	25,000	25,000	125,000	763,298
Permit & Enforcement Tracking System	076015	704,728	150,000	150,000	150,000	150,000	150,000	150,000	750,000	1,604,728
Public Defender Technology	076051	499,649	50,000	50,000	50,000	50,000	50,000	50,000	250,000	799,649
Records Management	076061	251,569	173,827	-	-	-	-	-	-	425,396
State Attorney Technology	076047	357,215	70,000	110,900	110,900	110,900	110,900	110,900	554,500	981,715
Supervisor of Elections Technology	076005	472,172	67,350	69,600	50,000	25,000	25,000	25,000	194,600	734,122
User Computer Upgrades	076024	4,370,203	300,000	300,000	400,000	400,000	400,000	400,000	1,900,000	6,570,203
Management Information Services Subtotal		22,207,750	3,358,588	1,974,280	2,179,680	2,029,680	2,154,680	2,029,680	10,368,000	35,934,338
Parks & Recreation										
Apalachee Parkway Regional Park	045001	3,139,220	1,540,813	850,000	1,250,000	-	250,000	100,000	2,450,000	7,130,033
Boat Landing Improvements and Renovations	047002	119,574	194,345	125,000	125,000	125,000	125,000	125,000	625,000	938,919
Dog Parks - Unincorporated Area	046013	-	-	30,000	30,000	30,000	-	-	90,000	90,000
Fred George Park	043007	9,138,690	519,554	-	-	-	-	-	-	9,658,244
Greenways Capital Maintenance	046009	1,916,405	783,394	350,000	350,000	350,000	350,000	350,000	1,750,000	4,449,799
J. Lee Vause Park Improvements	043001	68,783	364,350	-	-	-	-	-	-	433,133
J.R. Alford Greenway	045004	96,241	140,000	-	-	-	-	-	-	236,241
Northeast Community Park	044001	816,518	232,946	-	-	-	-	-	-	1,049,464
Okeehoopkee Prairie Park	043008	682,470	150,000	-	-	-	-	-	-	832,470
Parks Capital Maintenance	046001	3,407,549	2,441,513	325,000	325,000	325,000	325,000	325,000	1,625,000	7,474,062
Playground Equipment Replacement	046006	709,055	148,257	-	150,000	-	150,000	-	300,000	1,157,312
St. Marks Headwaters Greenway	047001	216,272	1,432,910	-	-	-	-	-	-	1,649,182
Woodville Community Park	041002	555,295	200,450	-	-	-	-	-	-	755,745
Parks and Recreation Subtotal		20,866,072	8,148,532	1,680,000	2,230,000	830,000	1,200,000	900,000	6,840,000	35,854,604
Facilities Management										
Building General Maintenance and Renovations	086079	-	577,783	225,000	240,118	165,000	80,000	50,000	760,118	1,337,901
Building Infrastructure and Improvements	086078	-	1,398,726	1,143,447	941,458	1,254,823	750,000	830,000	4,919,728	6,318,454
Building Mechanical Repairs and Improvements	086077	-	1,849,474	867,651	869,551	996,525	798,274	868,084	4,400,085	6,249,559
Building Roofing Repairs and Replacements	086076	-	75,740	300,000	639,500	487,000	575,000	550,000	2,551,500	2,627,240
Common Area Furnishings	086017	428,908	35,897	30,000	30,000	30,000	30,000	30,000	150,000	614,805
Courthouse Renovations	086027	9,023,419	456,842	653,790	273,579	40,000	40,000	40,000	1,047,369	10,527,630
Courthouse Security	086016	420,172	20,000	35,000	35,000	20,000	20,000	35,000	145,000	585,172
Courtroom Minor Renovations	086007	654,251	86,076	80,000	60,000	60,000	60,000	60,000	320,000	1,060,327
Lake Jackson Town Center	083002	543,801	279,775	-	-	-	-	-	-	823,576
Leon County Government Annex	086025	25,118,885	1,089,799	250,000	550,000	250,000	275,000	600,000	1,925,000	28,133,684
Public Safety Complex	096016	15,908,023	510,479	50,000	50,000	50,000	50,000	50,000	250,000	16,668,502
Tourist Development Building	086065	104,628	74,484	100,000	-	-	-	-	100,000	279,112
Facilities Management Subtotal		52,202,086	6,455,075	3,734,888	3,689,206	3,353,348	2,678,274	3,113,084	16,568,800	75,225,961
Miscellaneous										
Capital Grant Match Program	096019	-	81,205	-	-	-	-	-	-	81,205
Voting Equipment Replacement	096028	12,000	94,000	32,000	-	50,000	-	-	82,000	188,000
Miscellaneous Subtotal		12,000	175,205	32,000	-	50,000	-	-	82,000	269,205
Total Capital Improvement Program		238,825,593	98,222,132	21,799,886	23,481,422	20,572,103	20,112,141	21,432,571	107,398,123	444,445,848

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 2019 – 2023 Capital Improvement Program

Anticipated FY 2018 Carryforward Projects

Table 25.4 is a schedule of the anticipated FY 2018 carryforward projects. All projects are currently fully funded, with the exception of those that may require future funding, which are **bold** and *italicized*. It is anticipated that the funding for these projects will be carryforward from FY 2018 into FY 2019 in order to complete the project.

Table 25.4
FY 2018 Anticipated Carryforward Projects

Project Title	Life to Date 2017	FY 2018 Adjusted Budget	FY 2018 YTD Activity*
Culture & Recreation			
<i>Apalachee Parkway Regional Park</i>	1,805,982	1,540,813	76,147
<i>Boat Landing Improvements and Renovations</i>	119,574	194,345	23,165
Fred George Park	9,138,690	519,554	26,583
Innovation Park Trail	-	184,904	-
J. Lee Vause Park Improvements	68,783	364,350	23,617
J.R. Alford Greenway	96,241	140,000	30,000
Northeast Community Park	816,518	232,946	14,725
Okeeheepkee Prairie Park	682,470	150,000	18,660
<i>Playground Equipment Replacement</i>	709,055	148,257	106,702
St. Marks Headwaters Greenway	216,272	1,432,910	356,349
Woodville Community Park	555,295	200,450	-
<i>Subtotal</i>	14,208,880	5,108,529	675,949
General Government			
Capital Grant Match Program	-	81,205	-
<i>Courthouse Renovations</i>	9,023,419	456,842	104,749
<i>Courthouse Security</i>	420,172	20,000	3,299
<i>Courtroom Minor Renovations</i>	654,251	86,076	7,357
Lake Jackson Town Center	543,801	279,775	36,727
<i>Leon County Government Annex</i>	25,118,885	1,089,799	373,779
<i>Tourist Development Building</i>	104,628	74,484	29,888
<i>Subtotal</i>	35,865,156	2,088,181	555,799
Health and Safety			
Volunteer Fire Departments	328,189	161,661	16,946
<i>Subtotal</i>	328,189	161,661	16,946
Physical Environment			
Belair-Annawood Septic to Sewer	-	3,500,000	-
Comprehensive Wastewater Treatment Project	-	500,000	-
Crump Road Drainage Improvements	9,326	415,674	-
Faulk Drive Pond Sediment Removal	-	250,000	12,518
<i>Fords Arm – Lexington Pond Retrofit</i>	2,461,084	2,872,882	175,992
Household Hazardous Waste Improvements	489,172	85,650	-
Killearn Acres Flood Mitigation	2,629,045	497,677	-
Lake Munson Restoration	2,575,126	225,504	-
Landfill Closure	-	15,160,306	1,274,034
Longwood Outfall Retrofit	-	223,345	-
NE Lake Munson Septic to Sewer	-	5,500,000	-
Pedrick Pond Stormwater Improvements	-	40,720	-
<i>Solid Waste Pre-Fabricated Buildings</i>	50,054	49,063	-
TDML Compliance Activities	-	350,000	-
Westside Stormwater	12,962	400,000	-
Woodside Heights Sewer Project – FDEP	-	5,419,028	171,110

Leon County Fiscal Year 2019 – 2023 Capital Improvement Program

Anticipated FY 2018 Carryforward Projects

Project Title	Life to Date 2017	FY 2018 Adjusted Budget	FY 2018 YTD Activity*
Physical Environment			
Woodville Sewer Project	-	3,000,000	-
<i>Subtotal</i>	8,226,769	38,489,849	1,633,654
Transportation			
2/3rds Tower Oaks Private Road Paving	-	594,821	-
Magnolia Drive Multi-Use Trail	2,896,825	5,635,704	574,639
Beech Ridge Trail	242,734	3,928	-
Springhill Road Bridge Rehabilitation	-	350,500	-
<i>Subtotal</i>	3,139,559	6,584,953	574,639
Grand Total	\$61,768,553	\$52,433,173	\$3,456,986

*YTD Activity does not include encumbrances.

Leon County Fiscal Year 2019 – 2023 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 also require additional staffing, operating supplies, library materials and machinery and equipment. A new facility may also involve the cancellation of a lease on an existing facility to help offset the increased costs.

Renovations or upgrades to an existing facility are often completed in order to improve efficiency and avoid total replacement. An increase in efficiency often results in a reallocation of staff time and a decrease in costs such as maintenance, utilities and repairs.

Parks/Greenways & Trails

The development of a new park or greenway and trail space increases the acreage that the County is required to maintain. This increase results in additional expenses including maintenance staff, maintenance vehicles and equipment, operating supplies and utilities.

Roadways

The improvement of roadways generally requires ongoing maintenance costs such as pothole patching, lane and crosswalk re-stripping, 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 a reallocation of staff time due to the increased efficiency.

Vehicles/Equipment

The purchase of a new vehicle or piece of equipment results in additional expenses including vehicle 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 2019 – 2023 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 2019 Estimated	FY 2020 Estimated	FY 2021 Estimated	FY 2022 Estimated	FY 2023 Estimated
Apalachee Parkway Regional Park	045001	0	38,050	38,600	39,150	39,700
Building Roofing Repairs and Replacements	086076	500	500	500	500	500
J.R. Alford Greenway	045004	3,500	3,500	3,500	3,500	3,500
Mobile Devices	076042	21,600	32,400	43,200	54,000	64,800
New Parks/Greenways Vehicles and Equipment	046007	2,440	15,273	15,273	15,273	15,273
New Stormwater Vehicles & Equipment	026020	4,820	4,820	4,820	4,820	4,820
Serenity Cemetery Expansion	091002	-	-	2,300	2,000	2,000
Street Lights Programs - Unincorporated Areas	057013	10,000	10,000	10,000	10,000	10,000
Total Estimated Operating Budget Impacts		42,860	104,543	118,193	129,243	140,593

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

Department	FY 2019 Estimated	FY 2020 Estimated	FY 2021 Estimated	FY 2022 Estimated	FY 2023 Estimated
Facilities Management	500	500	2,000	2,000	2,000
Management Information Services	21,600	32,400	43,200	54,000	64,800
Public Works	14,820	14,820	15,620	15,320	15,320
Parks and Recreation	5,940	56,823	57,373	57,923	58,473
Total Estimated Operating Budget Impacts	42,860	104,543	118,193	129,243	140,593

Leon County Fiscal Year 2019 – 2023 Capital Improvement Program

Culture & Recreation

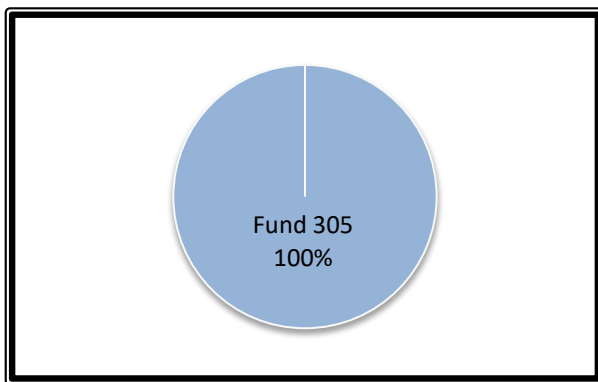
Overview

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

Funding Sources

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

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

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

Leon County Fiscal Year 2019 – 2023 Capital Improvement Program

Culture and Recreation Index

Page	Project	#	Life to Date FY 2017	Adj Bud FY 2018	FY 2019 Budget	FY19 – FY23 Total	Project Total
25-20	Apalachee Parkway Regional Park	045001	3,139,220	1,540,813	850,000	2,450,000	7,130,033
25-21	Boat Landing Improvements and Renovations	047002	119,574	194,345	125,000	625,000	938,919
25-22	Dog Parks - Unincorporated Area	046013	-	-	30,000	90,000	90,000
25-23	Fred George Park	043007	9,138,690	519,554	-	-	9,658,244
25-24	Greenways Capital Maintenance	046009	1,916,405	783,394	350,000	1,750,000	4,449,799
25-25	Innovation Park Trail	042006	-	184,904	-	-	184,904
25-26	J. Lee Vause Park Improvements	043001	68,783	364,350	-	-	433,133
25-27	J.R. Alford Greenway	045004	96,241	140,000	-	-	236,241
25-28	Library Services Technology	076011	372,861	73,000	50,000	250,000	695,861
25-29	New Parks/Greenways Vehicles and Equipment	046007	667,668	326,747	82,800	230,798	1,225,213
25-30	Northeast Community Park	044001	816,518	232,946	-	-	1,049,464
25-31	Okeeheepkee Prairie Park	043008	682,470	150,000	-	-	832,470
25-32	Parks Capital Maintenance	046001	3,407,549	2,441,513	325,000	1,625,000	7,474,062
25-33	Playground Equipment Replacement	046006	709,055	148,257	-	300,000	1,157,312
25-34	St. Marks Headwaters Greenway	047001	216,272	1,432,910	-	-	1,649,182
25-35	Woodville Community Park	041002	555,295	200,450	-	-	755,745
Culture and Recreation Total:			21,906,602	8,733,183	1,812,800	7,320,798	37,960,583

The Capital Improvement projects highlighted are fully funded in FY 2018. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Apalachee Parkway Regional Park

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **045001** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Priority: **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. Improvement activities contemplated for the cross country course area includes water infrastructure, a permanent restroom, stage, operations building, and pavilion. Funding in FY 2023 will be used as seed money for additional master plan amenities including the nature-based playground, dog park, and disc golf courses. Additionally, staff will be exploring opportunities to include solar energy on the new infrastructure as the design process progresses.

Tourism Development tax proceeds will be used to help fund the new restroom facility and other amenities at the cross country course in preparation for the 2021 NCAA championship.

Preliminary survey and geotechnical work has been completed. Design work and permitting is ongoing.

Strategic Initiatives

- 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)
- Evaluate additional trail expansion opportunities. (2016-24D)
- 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 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	1,805,982	1,540,813	56,924	850,000	1,250,000	0	250,000	100,000	2,450,000	5,796,795
309 Sales Tax - Extension	839,751	0	0	0	0	0	0	0	0	839,751
401 Solid Waste	493,488	0	0	0	0	0	0	0	0	493,488
	3,139,220	1,540,813	56,924	850,000	1,250,000	0	250,000	100,000	2,450,000	7,130,033

Policy/Comprehensive Plan Information

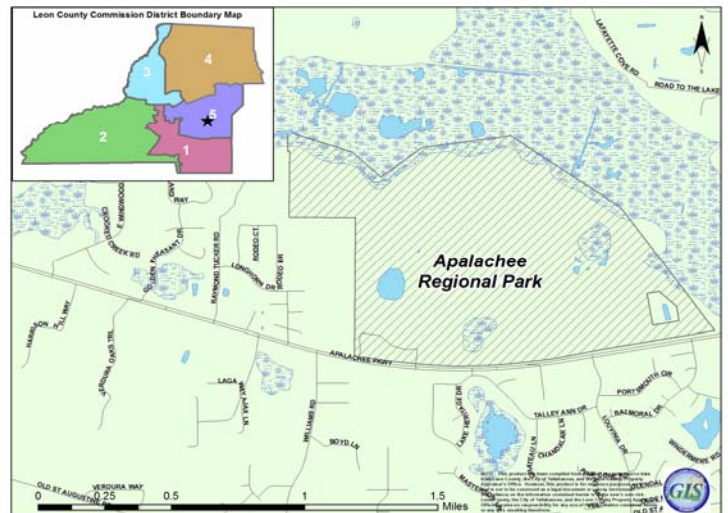
Parks & Recreation Master Plan (1997)
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3, 1.2.1 and 1.2.5

Operating Budget Impact

This project will have some impact on the Parks & Recreation operating budget beginning in FY 2019. A new park attendant position was created to support the new park cross country course pavilion and stage area for cross country events including the 2021 NCAA Cross Country tournament. The personnel costs of this new position are estimated to be \$38,050 starting in FY 2020.



Cross Country Event at Apalachee Regional Park



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Boat Landing Improvements and Renovations

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **047002** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Revised Project - Carryforward** Strategic Priority: **Q1**

Project Description/Justification

This project addresses County boat landing improvements and renovations. The County maintains 25 boat landings located on seven water bodies (Carr Lake, Lake Iamonia, Lake Jackson, Lake Miccosukee, Lake Munson, Lake Talquin and Ochlocknee River). These facilities range from very minimal (i.e. solely dirt ramp) to the more full-service-type landing with concrete ramps, floating docks, fish cleaning stations, fishing piers and adjacent campgrounds.

In February 2017, a Boat Landing Inspection Report was completed for seven of the County's most highly used landings. The report identified specific, significant improvements for Crowder and Williams Landing. Improvements include enhancements to aging infrastructure such as retaining walls, ramps and stormwater conveyances. Additional projects include the systematic replacement of nine fishing piers. Out-year funding has been added to FY 2020 through FY 2023 to cover projected costs. This project will also be supplemented with funds from Boating Improvement fees received from the State. Below is the tentative order of projects scheduled to be completed subject to available funding.

- Crowder Boat Landing
- Williams Landing
- Blount Landing and Hall Landing Improvements
- Rhoden Cove Landing

Strategic Initiative

N/A

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	119,574	194,345	23,165	125,000	125,000	125,000	125,000	125,000	625,000	938,919
	119,574	194,345	23,165	125,000	125,000	125,000	125,000	125,000	625,000	938,919

Policy/Comprehensive Plan Information

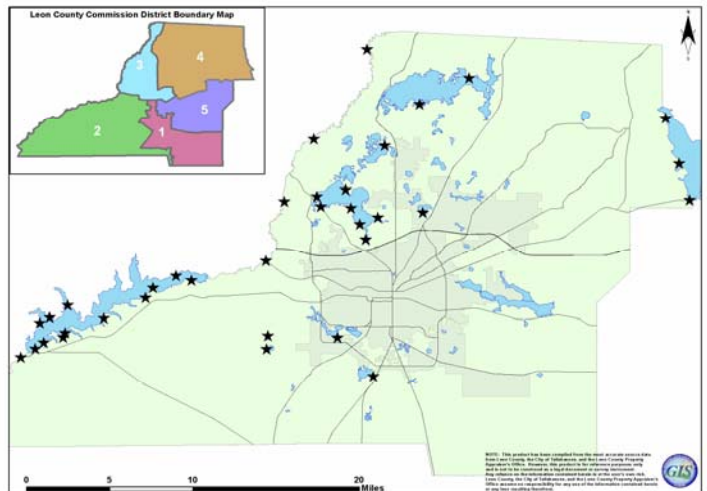
N/A

Operating Budget Impact

This project is for the refurbishment of boat landings that are already maintained in the existing Parks and Recreation operating budget.



Williams Landing



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Dog Parks - Unincorporated Area

Dept/Div: **Parks & Recreation**
 Project #: **046013**
 Service Type: **Culture & Recreation**
 Status: **New Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Priority: **Q1, Q6**

Project Description/Justification

This project includes \$30,000 in the Capital Improvement Program in FY2019, FY2020, and FY2021 for design and construction of dog parks in the unincorporated area initially beginning with J. Lee Vause Park followed by Robinson Road Park. A location related to funding in FY 2021 has not yet been determined. In addition to these three sites, a dog park is programmed to be constructed at the Apalachee Regional Park after improvements to the cross county areas and park entrance are complete. This item supports a Strategic Initiative adopted by the Board as part of the FY2017-FY2021 Strategic Plan to identify opportunities to create dog parks in the unincorporated area.

Strategic Initiative

Identify opportunities to create dog parks in the unincorporated area. (2016-24F)

Financial Summary

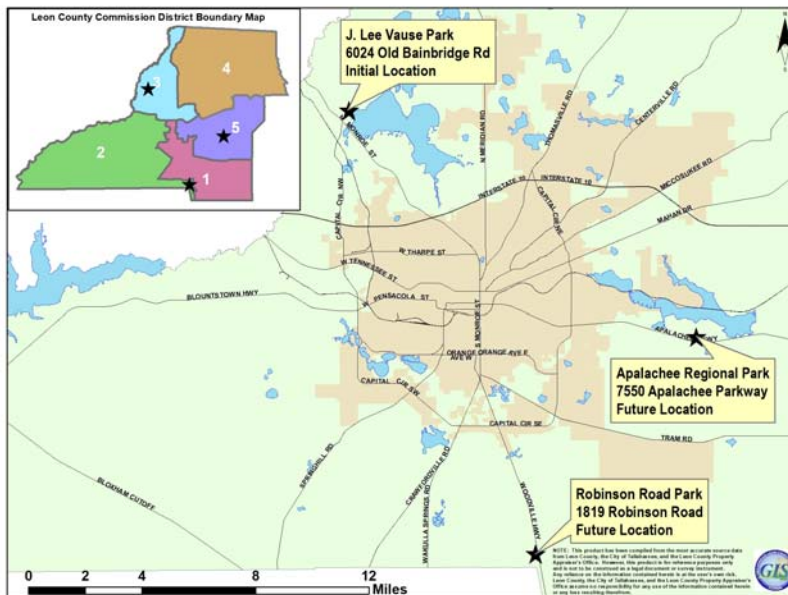
Funding Source	Life To Date FY 2017	Adjusted Budget FY 2018	Year To Date FY 2018	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	30,000	30,000	30,000	0	0	90,000	90,000
	0	0	0	30,000	30,000	30,000	0	0	90,000	90,000

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 2019 - 2023 Capital Improvement Program

Fred George Park

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **043007** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Revised Project - Carryforward** Strategic Priority: **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. (Contemplated funding will come from Blueprint.) Program funding for FY 2020 through FY 2023 will be allocated from Blueprint 2020 funding.

Strategic Initiative

N/A

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
125 Grants	5,198,731	0	0	0	0	0	0	0	0	5,198,731
305 Capital Improvements	720,739	0	0	0	0	0	0	0	0	720,739
309 Sales Tax - Extension	3,219,221	519,554	26,583	0	0	0	0	0	0	3,738,775
	9,138,690	519,554	26,583	0	0	0	0	0	0	9,658,244

Policy/Comprehensive Plan Information

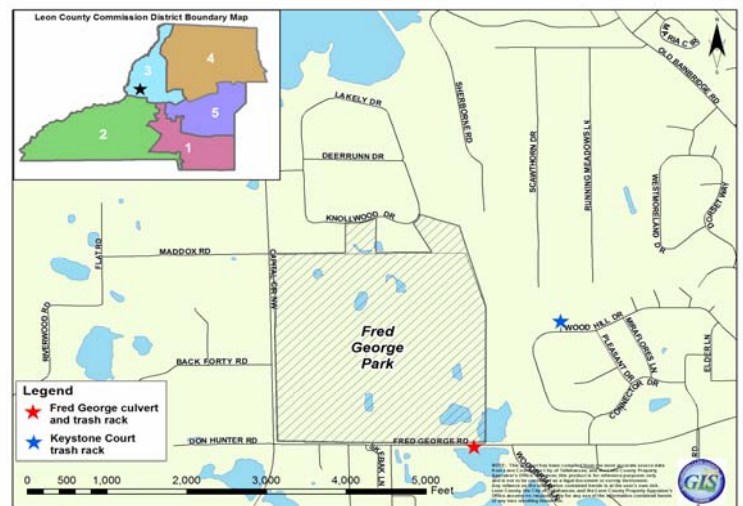
Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3; 1.2.1 and 1.2.
 Fred George Basin Greenway Management Plan (August 2009)
 Fred George Basin FCT Grant Agreement #07-102-FF7 (requires what amenities must be constructed on the property)

Operating Budget Impact

N/A



Fred George Park and Greenway



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Greenways Capital Maintenance

Dept/Div: **Parks & Recreation**
 Project #: **046009**
 Service Type: **Culture & Recreation**
 Status: **Existing Revised Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Priority: **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 issues that arise within the J.R. Alford, Miccosukee, and Fred George Greenways, as well as the two additional properties that were opened to the public in FY18, the St. Marks Headwaters Greenway and the trails and trailhead at the Northeast Park. These properties have to be managed in accordance with separate and distinct Land Management Plans with an exception of the Northeast Park.

In addition, renovations and/or improvements identified through the Trail Assessment project may be funded through this CIP project.

Strategic Initiative

N/A

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
125 Grants	100,295	0	0	0	0	0	0	0	0	100,295
127 Grants - Interest Bearing	1,830	0	0	0	0	0	0	0	0	1,830
305 Capital Improvements	1,814,280	783,394	59,213	350,000	350,000	350,000	350,000	350,000	1,750,000	4,347,674
	1,916,405	783,394	59,213	350,000	350,000	350,000	350,000	350,000	1,750,000	4,449,799

Policy/Comprehensive Plan Information

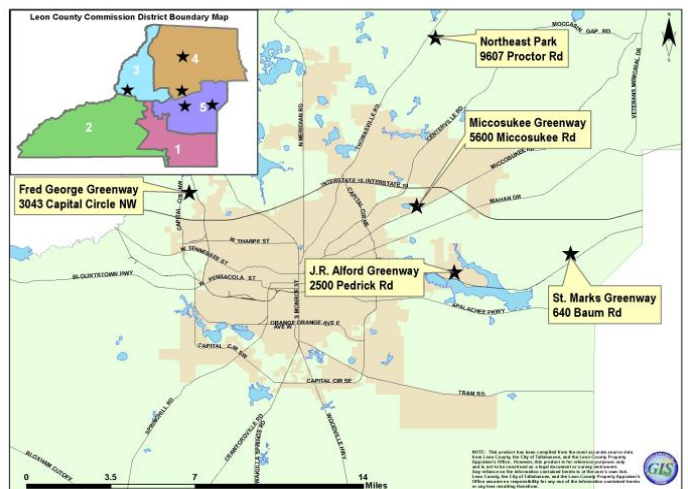
Lease Agreements between Leon County and the DEP for the sublease of lands
 J.R. Alford Greenway Management Plan (December 18, 2013)
 Miccosukee Canopy Road Greenway Management Plan (April 22, 2013)
 Fred George Greenway and Park Land Management Plan
 St. Marks Headwaters Land Management Plan
 Florida Community Trust Grant Agreements #01-152-FF1 (St. Marks - Booth I); #05-011-FF5 (St. Marks - Booth II), #04-067-FF4 (St. Marks - Copeland Sink)
 and #07-102-FF7 (Fred George Greenway and Park)
 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 2019 - 2023 Capital Improvement Program

Innovation Park Trail

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **042006** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **New Project** Strategic Priority: **Q1**

Project Description/Justification

At the request of the Leon County Research & Development Authority (LCRDA), the Leon County Government entered into an agreement with LCRDA to provide design and construction services for a proposed trail to be constructed around the Innovation Park Central Pond. The LCRDA will provide all funding necessary to complete the project and will own and maintain the trail upon completion.

The County will use one of its Civil Engineering professional services continuing supply consultants to start the design work. After the design is completed, the project will be bid out for construction. Following receipt of construction bids for the project, the County will notify LCRDA of the proposed construction contract price, at which time LCRDA will inform the County if it wishes to proceed. If LCRDA decides not to proceed with construction, LCRDA shall pay for all expenses incurred by the County until the bid opening and notify the County in writing to terminate the Agreement within seven days of the bid opening.

At any time after award of the contract for construction, the County may request LCRDA make additional payments if it determines that the cost of the Central Pond Trail will exceed the previous cost estimate as a result of any of the following: an increase in the quantity of one or more pay items, construction delay caused by LCRDA, or changes in the project scope for which LCRDA is responsible. Should the total amount of the project not exceed the original \$184,904 cost estimate, the County will refund the difference to LCRDA within fourteen days following final payment for work by the contractor.

Strategic Initiative

Evaluate additional trail expansion opportunities. (2016-24D)

Construct 30 miles of sidewalks, greenways, and trails. (Environment 5-Year Target)

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
125 Grants	0	184,904	0	0	0	0	0	0	0	184,904
	0	184,904	0	0	0	0	0	0	0	184,904

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

Leon County Research & Development Authority will own and maintain the trail upon completion.



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

J.R. Alford Greenway

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **045004** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Revised Project - Carryforward** Strategic Initiative: **EN2, Q1**

Project Description/Justification

FY18 funding was used for a Trails Assessment of the facility. The Trail Assessment final report had two main objectives: (1) suggest trail system improvements to better serve the user groups, improve trail function and experience, and reduce environmental impact and maintenance, and (2) provide a complete signage plan for the property including recommendations for locations of signage and directional scheme. Given that the use of the J.R. Alford Greenway Trailhead at Pedrick Road has dramatically increased with the connectivity of the City's bridge structure over the railroad tracks, the need for improved signage, creating marked trails, and single track trails to supplement existing trails are seen as opportunities for enhancement of the greenway user experience.

Strategic Initiative

N/A

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	71,241	140,000	30,000	0	0	0	0	0	0	211,241
309 Sales Tax - Extension	25,000	0	0	0	0	0	0	0	0	25,000
	96,241	140,000	30,000	0	0	0	0	0	0	236,241

Policy/Comprehensive Plan Information

J.R. Alford Greenway Land Management Plan, Activity 6.1.3; 6.1.4; and 6.6.3 (2013)

Operating Budget Impact

\$3,500 in annual general maintenance and repairs.



J.R. Alford Greenway



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

J. Lee Vause Park Improvements

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **043001** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Priority: **EN2, Q1**

Project Description/Justification

This project is for improvements including an additional storage building at the J. Lee Vause Park located on Old Bainbridge Road on the northwest shore of Lake Jackson. The project is for the construction of work space and additional storage to ensure continuation of efficient service delivery. Project permitting for the storage building began in FY 2018 and construction is anticipated to begin in FY 2019.

Strategic Initiative

N/A

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	0	364,350	10,905	0	0	0	0	0	0	364,350
318 Bond Series 1999 Construction	68,783	0	0	0	0	0	0	0	0	68,783
	68,783	364,350	10,905	0	0	0	0	0	0	433,133

Policy/Comprehensive Plan Information

Lake Jackson Blueway Plan (adopted March 8, 2016)

Operating Budget Impact

N/A



J. Lee Vause Park



Leon County Fiscal Year 2019 - 2023 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 Priority:	Q2

Project Description/Justification

This project is for technology improvements for Library Services.

The FY 2019 budget funds automation for registration and materials management for the Library system.

Strategic Initiative

N/A

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	372,861	73,000	15,146	50,000	50,000	50,000	50,000	50,000	250,000	695,861
	372,861	73,000	15,146	50,000	50,000	50,000	50,000	50,000	250,000	695,861

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Northeast Community Park

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **044001** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Priority: **EN2, Q1**

Project Description/Justification

Construction of a small trail head and trails on the north side of the property was completed in January 2018 through a joint effort between Public Works Engineering, Operations, and Parks & Recreation.

Phase 1 of the project was initiated in FY 2018 and included temporary parking area and two miles of biking/hiking trail. The final parking area will be completed in FY 2019.

Strategic Initiative

N/A

Financial Summary

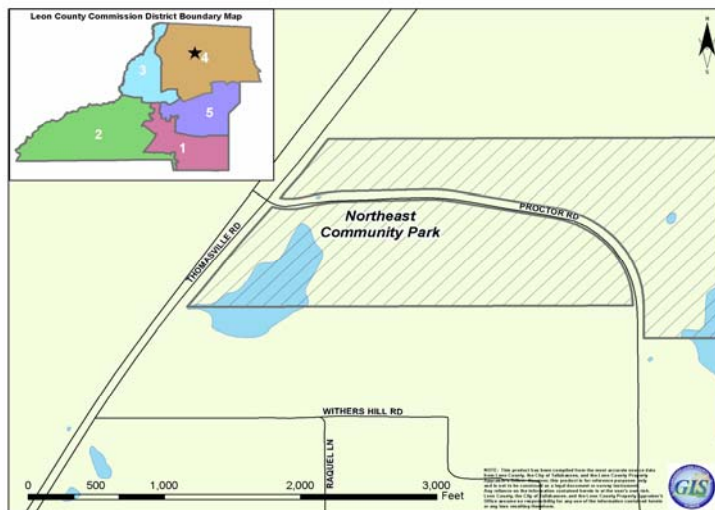
Funding Source	Life To Date FY 2017	Adjusted Budget FY 2018	Year To Date FY 2018	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	799,648	232,946	5,911	0	0	0	0	0	0	1,032,594
325 Bond Series 1998A Construction	16,870	0	0	0	0	0	0	0	0	16,870
	816,518	232,946	5,911	0	0	0	0	0	0	1,049,464

Policy/Comprehensive Plan Information

Parks & Recreation Master Plan (1997)
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3, 1.1.5 and 1.2.1

Operating Budget Impact

N/A



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Okeeheepkee Prairie Park

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **043008** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Priority: **EN2, Q1**

Project Description/Justification

This project is for the construction of recreational facilities (a nature-based playground) in the Okeeheepkee Prairie Park in accordance with the Land Management Plan. Concept plans are in progress and the nature-based playground is being built with the remaining funds in the budget.

Strategic Initiative

N/A

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	156,338	150,000	18,288	0	0	0	0	0	0	306,338
318 Bond Series 1999 Construction	526,132	0	0	0	0	0	0	0	0	526,132
	682,470	150,000	18,288	0	0	0	0	0	0	832,470

Policy/Comprehensive Plan Information

Okeeheepkee Prairie Land Management Plan (March 1999)
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3 and 1.1.4 and Objective 1.2

Operating Budget Impact

Phase II construction of a playground would have minimal to no additional operating costs.



Okeeheepkee Prairie Park



Leon County Fiscal Year 2019 - 2023 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 Revised Project - Carryforward** Strategic Priority: **EN2, Q1**

Project Description/Justification

This project is for the construction of a parking lot, trail systems, boardwalks, viewing areas, 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 the larger trail head on Buck Lake Road, three spans of boardwalk with observation platforms, a permanent restroom facility, a nature-based playground, and trails. Adequate funding exists for Phase I, and additional dollars are currently being considered by the Blueprint 2000 Intergovernmental Agency (IA) for Phases II and III.

Phase I - Construction completed January 2018
 Phase II - Design initiated February 2018

Strategic Initiative

N/A

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
125 Grants	166,272	1,344,682	412,618	0	0	0	0	0	0	1,510,954
305 Capital Improvements	0	88,228	7,650	0	0	0	0	0	0	88,228
309 Sales Tax - Extension	50,000	0	0	0	0	0	0	0	0	50,000
	216,272	1,432,910	420,268	0	0	0	0	0	0	1,649,182

Policy/Comprehensive Plan Information

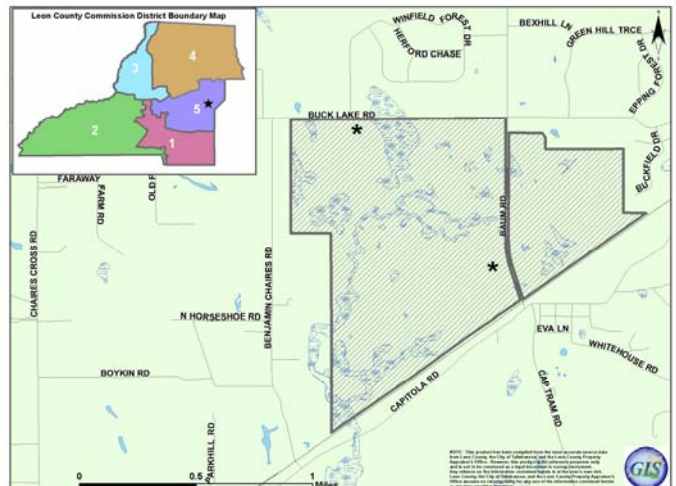
St. Marks Headwaters Greenway Management Plan approved by the Florida Communities Trust.
 Florida Communities Trust Grant Agreements: #01-152-FF1 (St. Marks - Booth I), #05-011-FF5 (St. Marks - Booth II), #04-067-FF4 (St. Marks - Copeland Sink)
 Parks and Recreation Element of the Comp Plan Policy 1.1.3, 1.1.4.

Operating Budget Impact

Operating expenses for the St. Marks Headwaters Greenway are budgeted within the operating budget of the Parks and Recreation division.



St. Marks Headwaters Greenway- Grand Opening Ceremony



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Woodville Community Park

Dept/Div: **Parks & Recreation** Comp Plan CIE Project: **N/A**
 Project #: **041002** Capital Improvement: **N/A**
 Service Type: **Culture & Recreation** Level of Service Standard: **N/A**
 Status: **Existing - Carryforward Project** Strategic Priority: **EN2, Q1**

Project Description/Justification

This project is for the refurbishing of the basketball courts. The courts were resurfaced in 2011, but extreme cracking has again occurred. The courts will be pulled up and reconstructed. This project is anticipated to be completed in FY 2019.

Strategic Initiative

N/A

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
125 Grants	112,500	0	0	0	0	0	0	0	0	112,500
305 Capital Improvements	250,155	200,450	0	0	0	0	0	0	0	450,605
309 Sales Tax - Extension	159,402	0	0	0	0	0	0	0	0	159,402
325 Bond Series 1998A Construction	33,238	0	0	0	0	0	0	0	0	33,238
	555,295	200,450	0	0	0	0	0	0	0	755,745

Policy/Comprehensive Plan Information

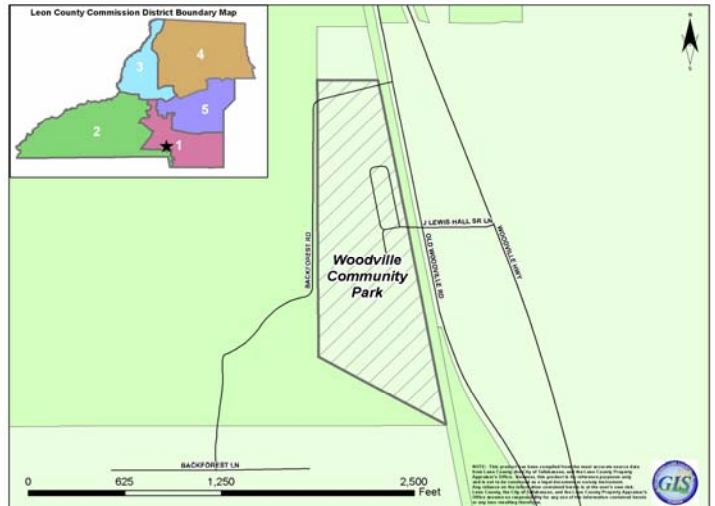
Parks & Recreation Master Plan (May 1997)
 Parks & Recreation Element of the Comprehensive Plan, Policy, 1.1.3

Operating Budget Impact

N/A



Baseball Field - Woodville Community Park



Leon County Fiscal Year 2019 – 2023 Capital Improvement Program

General Government

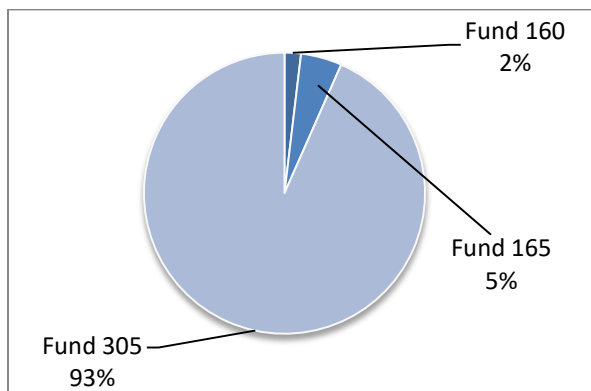
Overview

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 2019 include Building Infrastructure and Improvements, County Compute Infrastructure, Leon County Government Annex, and General Vehicles and Equipment Replacements.

Funding Sources

Chart 25.5 illustrates that 39% (\$4,941,388) of the FY 2019 General Government capital improvement budget is funded by the Capital Improvements Fund (Fund 305). The County Government Annex Fund (Fund 165) is funding 5% (\$250,000) of the General Government budget for improvements of that facility. The Tourism Development Fund (Fund 160) will fund 2% (\$100,000) for improvements to the Tourist Development Building.

Chart 25.5
FY 2019 General Government Projects
By Funding Source



Managing Divisions

Table 25.9 shows Facilities Management will manage 41% of the general government capital improvement projects for FY 2019. Management Information Services is responsible for 37%. Engineering, Fleet Management, and various other departments will manage the remaining 22% of the FY 2019 general government projects.

Table 25.9
FY 2019 General Government Projects
By Managing Division

Managing Division	# of Projects	FY 2019 Budget
Facilities Management	11	3,684,888
Management Information Systems	10	1,262,500
Fleet Management	2	252,000
Engineering	2	60,000
Miscellaneous	2	32,000
Total	27	\$5,291,388

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 are subject to change.

Table 25.10
General Government Operating Budget Impacts

Project	Project #	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate	FY 2022 Estimate	FY 2023 Estimate
Building Roofing Repairs and Replacements	086076	500	500	500	500	500
Mobile Devices	076042	21,600	32,400	43,200	54,000	64,800
Serenity Cemetery Expansion	091002	-	-	2,300	2,000	2,000
Total		\$22,100	\$32,900	\$46,000	\$56,500	\$67,300

Leon County Fiscal Year 2019 – 2023 Capital Improvement Program

General Government Index

Page	Project	#	Life to Date FY 2017	Adj Bud FY 2018	FY 2019 Budget	FY19 - FY23 Total	Project Total
25-38	Architectural & Engineering Services	086011	475,003	99,472	60,000	300,000	874,475
25-39	Building General Maintenance and Renovations	086079	-	577,783	225,000	760,118	1,337,901
25-40	Building Infrastructure and Improvements	086078	-	1,398,726	1,143,447	4,919,728	6,318,454
25-41	Building Mechanical Repairs and Improvements	086077	-	1,849,474	867,651	4,400,085	6,249,559
25-42	Building Roofing Repairs and Replacements	086076	-	75,740	300,000	2,551,500	2,627,240
25-43	Capital Grant Match Program	096019	-	81,205	-	-	81,205
25-44	Common Area Furnishings	086017	428,908	35,897	30,000	150,000	614,805
25-45	County Compute Infrastructure	076008	3,465,427	722,197	550,000	2,750,000	6,937,624
25-46	Courthouse Renovations	086027	9,023,419	456,842	653,790	1,047,369	10,527,630
25-47	Courthouse Security	086016	420,172	20,000	35,000	145,000	585,172
25-48	Courtroom Minor Renovations	086007	654,251	86,076	80,000	320,000	1,060,327
25-49	Courtroom Technology	076023	1,199,468	375,205	132,000	660,000	2,234,673
25-50	E-Filing System for Court Documents	076063	22,972	247,333	-	250,000	520,305
25-51	Financial Hardware and Software	076001	452,892	268,514	25,000	125,000	846,406
25-52	Fleet Management Shop Equipment	026010	225,456	50,000	25,000	75,000	350,456
25-53	General Vehicle/Equipment Replacement*	026003	4,906,473	280,912	227,000	1,064,500	6,251,885
25-54	Lake Jackson Town Center	083002	543,801	279,775	-	-	823,576
25-55	Leon County Government Annex	086025	25,118,885	1,089,799	250,000	1,925,000	28,133,684
25-56	Mobile Devices	076042	599,650	38,648	25,000	125,000	763,298
25-57	Public Defender Technology	076051	499,649	50,000	50,000	250,000	799,649
25-58	Records Management	076061	251,569	173,827	-	-	425,396
25-59	Serenity Cemetery Expansion	091002	-	-	-	100,000	100,000
25-60	State Attorney Technology	076047	357,215	70,000	110,900	554,500	981,715
25-61	Supervisor of Elections Technology	076005	472,172	67,350	69,600	194,600	734,122
25-62	Tourist Development Building	086065	104,628	74,484	100,000	100,000	279,112
25-63	User Computer Upgrades	076024	4,370,203	300,000	300,000	1,900,000	6,570,203
25-64	Voting Equipment Replacement	096028	12,000	94,000	32,000	82,000	188,000
General Government Total			53,604,211	8,863,259	5,291,388	24,749,400	87,216,870

The Capital Improvement projects highlighted are fully funded in FY 2018. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Building General Maintenance and Renovations

Dept/Div: **Facilities Management**
 Project #: **086079**
 Service Type: **General Government**
 Status: **Existing Project**

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

Project Description/Justification

This project includes general maintenance and renovation projects such as the following: (1) Replacement of the Courthouse main doors (Monroe and Calhoun Street); (2) Landscaping plant renewal; (3) Replacement of the tile at the main library; (4) Roberts and Stevens Health Clinic enhancements; (5) Courthouse Parking Garage Repairs; and (6) Cooperative Extension Agriculture (Co-Op) Center Building Renovations. General Maintenance and Renovations will proactively mitigate any potential deterioration.

FY 2019: \$225,000 Cooperative Extension building renovations with Tourism Development Center's move to the historic Amtrak building and Human Service and Community Partnerships (HSCP) to the Cooperative Extension Agriculture (Co-Op) Center Building; Landscaping/renewal of plants; Roberts & Stevens Clinic Rear Door Landing and Front Retaining wall; and Courthouse Door Replacement

FY 2020: \$240,118 Main Library first floor tile; Roberts & Stevens clinic doors; Courthouse door Replacement; and Cooperative (Co-Op) Extension Agriculture Center Auditorium

FY 2021: \$165,000 Landscaping including renewal of general planting; Main library 1st floor tile

FY 2022: \$80,000 Paint the Cooperative Extension Agriculture (Co-Op) Center auditorium and update auditorium staging area

FY 2023: \$50,000 Replenish expired and outdated plants and shrubbery

Strategic Initiative

N/A

Financial Summary

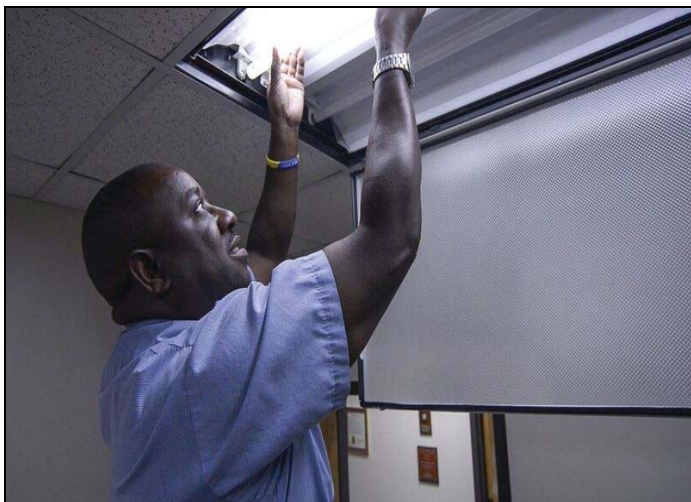
Funding Source	Life To Date FY 2017	Adjusted Budget FY 2018	Year To Date FY 2018	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	577,783	24,124	225,000	240,118	165,000	80,000	50,000	760,118	1,337,901
	0	577,783	24,124	225,000	240,118	165,000	80,000	50,000	760,118	1,337,901

Policy/Comprehensive Plan Information

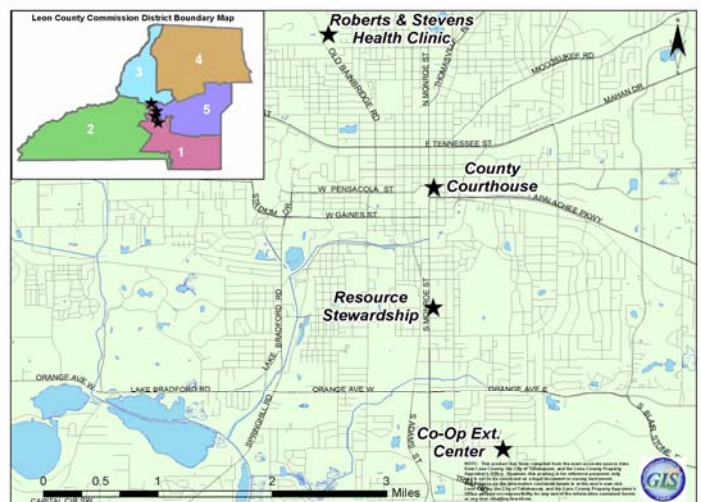
N/A

Operating Budget Impact

N/A



Building General Maintenance



Leon County Fiscal Year 2019 - 2023 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 Priority: **G2**

Project Description/Justification

This project includes all infrastructure and maintenance improvement projects consisting of the following: (1) Pre-fab restroom (Lake Munson); (2) Amtrak building renovations; (3) Tharpe Street sprinkler system; (4) Courthouse exterior maintenance; (5) Courthouse ADA restrooms; (6) Parking lot stripping, repairs, gates and ticket readers; (7) Library security gates (main library and northeast branch); (8) Miccosukee/Concord Community Center enhancements; and (9) LED re-lamping project for various sites.

FY 2019: \$1,143,447 - Partial removal and replacement stone panels (Courthouse exterior panels); Phase panel replacement horizontal and column; Courthouse exterior panels; Courthouse ADA restrooms; MIS (Office of Information Technology) office remodel project; Amtrak building renovations; Parking lot repairs, gates, and ticket readers; Library security gates (Main & NE); Northeast branch library envelope - side door.

FY 2020: \$941,458 - Courthouse panel testing; Library security gates; NE branch library envelope - side door; Partial removal and replacement stone panels (Courthouse exterior panels); Phase panel replacement horizontal and column; Courthouse exterior panels; MIS office remodel project; Courthouse exterior softwash & clear sealant

FY 2021: \$1,254,823 - Partial removal and replacement stone panels (Courthouse exterior panels); Phase panel replacement horizontal and column; Courthouse exterior panels; MIS office remodel project; Parking Lot stripping, repairs, gates, and ticket readers; Pre-fab restrooms J.R. Alford Arm Greenway; Pre-fab restrooms, Lake Munson; Courthouse exterior softwash & clear sealant; Courthouse panel testing; Library security gates; NE branch library envelope - side door.

FY 2022: \$750,000 - Courthouse exterior panels; Pre-fab restrooms J.R. Alford Arm Greenway; Partial removal and replacement stone panels (Courthouse exterior panels); Phase panel replacement horizontal and column

FY 2023: \$830,000 - Partial removal and replacement stone panels (Courthouse exterior panels); Phase panel replacement horizontal and column; Parking lot stripping, repairs, gates, and ticket readers; Courthouse ADA restrooms

Strategic Initiative

N/A

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	0	1,391,688	288,684	1,143,447	941,458	1,254,823	750,000	830,000	4,919,728	6,311,416
311 Bond Series 2003A & 2003B Construction	0	7,038	7,038	0	0	0	0	0	0	7,038
	0	1,398,726	295,722	1,143,447	941,458	1,254,823	750,000	830,000	4,919,728	6,318,454

Policy/Comprehensive Plan Information

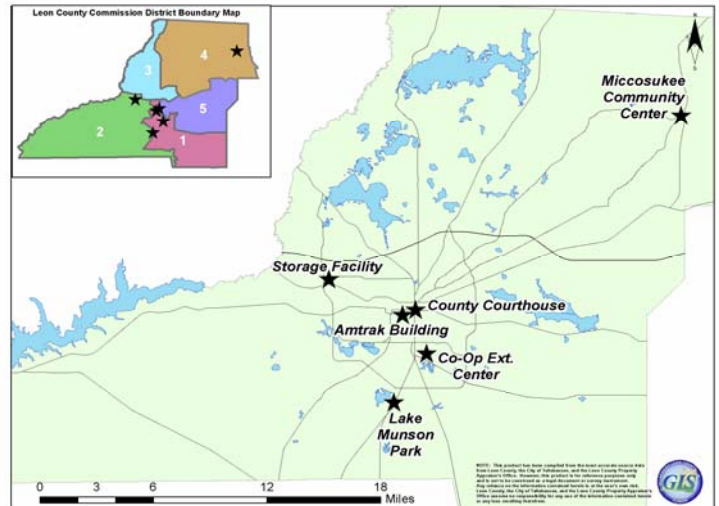
N/A

Operating Budget Impact

N/A



Building Infrastructure and Improvements



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Building Mechanical Repairs and Improvements

Dept/Div: **Facilities Management**
 Project #: **086077**
 Service Type: **General Government**
 Status: **Existing Project**

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

Project Description/Justification

This project includes all Mechanical Related Repairs and Improvements including the following: (1) Courthouse switchgears; (2) Public works truck shed generator; (3) Main library chiller; (4) Main library unanticipated Direct Expansion (DX) Units; (5) Main library Air Handling Unit (AHU) 1 through 7; (6) Courthouse Air Handling Units (AHU) 1 through 6; (7) Courthouse Variable Air Volume (VAV) Boxes; (8) Courthouse prisoner elevator; (9) Main library Variable Air Volume (VAV); (10) Main health department Air Handling (A/H) -18 Units; (11) Main library outdoor elevator; (12) Main library freight elevator; (13) Public works elevator; and the (14) Office of Information Technology (OIT)/Management Information Systems (MIS) data center.

FY2019: \$867,651 - Courthouse AHU 2; Courthouse prisoner elevator; Main library outdoor elevator; Courthouse VAV boxes; Main library VAV boxes; Main library AHU 6; Public works AHU 1 & 2; Main library AHU 4; and Public works truck shed generator; Public works chilled water pump 1 & 2

FY2020: \$869,551 - Courthouse AHU 2 & 3; Main health department A/H (18 units); Main library outdoor elevator; Courthouse VAV boxes; Main library VAV; Main library AHU 3; Public works AHU 1 & 2; Public works chilled water pump 1 & 2; Main library unanticipated DX units

FY2021: \$996,525 - Courthouse AHU 3, 4 & 5; Main library AHU 3; Courthouse VAV boxes; Main library VAV boxes; Courthouse Roof Top Unit (RTU) 1 & 2; Main health department A/H - (18 units); All Public works VAV boxes and controls

FY2022: \$798,274 - Courthouse AHU 2, 4 & 5; Main library chiller; RTU 1 & 2; Main library freight elevator; Main library VAV boxes; Courthouse VAV boxes; Unanticipated DX units; All Public works VAV boxes and controls

FY2023: \$868,084 - Main library chiller; Courthouse AHU 6; Courthouse VAV boxes; Cooperative extension agriculture (co-op) center gas pac; Main library freight elevator; Main library generator; Public works elevator

Strategic Initiative

N/A

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	0	1,849,474	153,699	867,651	869,551	996,525	798,274	868,084	4,400,085	6,249,559
	0	1,849,474	153,699	867,651	869,551	996,525	798,274	868,084	4,400,085	6,249,559

Policy/Comprehensive Plan Information

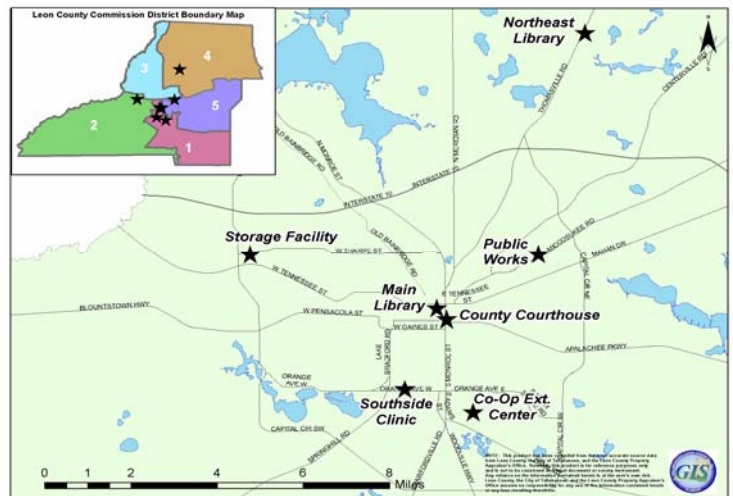
N/A

Operating Budget Impact

N/A



Building Mechanical Repairs and Improvements



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Building Roofing Repairs and Replacements

Dept/Div: **Facilities Management**
 Project #: **086076**
 Service Type: **General Government**
 Status: **Existing Project**

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

Project Description/Justification

This project includes all roofing related repairs for the County consisting of the following: (1) Cooperative extension agriculture (Co-op) center; (2) Main library flat roof; (3) Southside health department roof; (4) Courthouse main roof; (5) Courthouse roof fourth floor; (6) Tharpe street warehouse; and (7) Public works roof replacement. Roofing repairs and replacements will mitigate any potential deterioration of the building infrastructure.

FY 2019: \$300,000 - Courthouse 4th floor flat roof

FY 2020: \$639,500 - Courthouse main roof; Main library flat roof replacement; Tharpe street warehouse roof & gutters; Cooperative Extension (Ag Center);

FY 2021: \$487,000 - Public works roof replacement; Tharpe street warehouse roof & gutters; Southside Health department roof; Main library flat roof replacement; Cooperative Extension (Ag Center)

FY 2022: \$575,000 - Public works roof replacement; Tharpe street warehouse roof & gutters; Southside Health department roof; Main library flat roof replacement

FY 2023: \$550,000 - Public works roof replacement; Courthouse main roof; Southside Health department roof

Strategic Initiative

N/A

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	0	75,740	1,019	300,000	639,500	487,000	575,000	550,000	2,551,500	2,627,240
	0	75,740	1,019	300,000	639,500	487,000	575,000	550,000	2,551,500	2,627,240

Policy/Comprehensive Plan Information

N/A

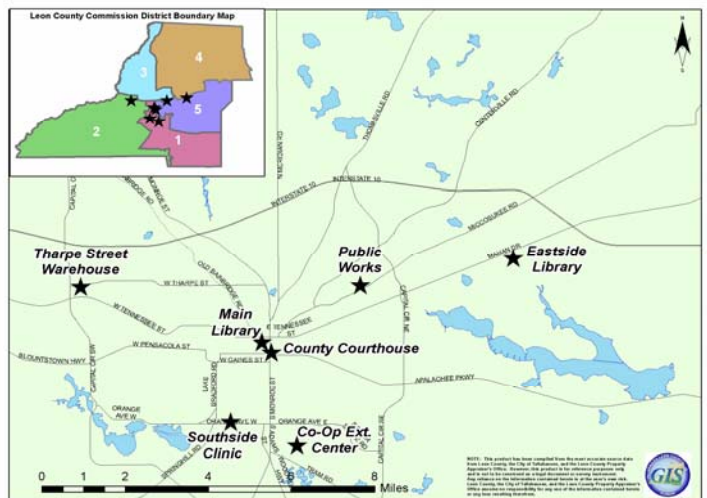
Operating Budget Impact

Funding Source	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned
001 General Fund	500	500	500	500	500
	500	500	500	500	500

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 2019 - 2023 Capital Improvement Program

Capital Grant Match Program

Dept/Div:	Miscellaneous	Comp Plan CIE Project:	N/A
Project #:	096019	Capital Improvement:	N/A
Service Type:	General Government	Level of Service Standard:	N/A
Status:	Existing Project - Carryforward	Strategic Priority:	G5

Project Description/Justification

This project originally provided matching grant funds for the American Recovery and Reinvestment Act (ARRA) of 2009. The County actively monitored the ARRA, as well as coordinated with regional partners to identify possible projects for funding consideration. On April 21, 2009, the Board accepted a status report on the ARRA and provided funding for additional lobbying efforts to gain grant funding.

Subsequently, this project was amended during the June 22, 2010 budget workshop to fund capital projects such as Transportation and Stormwater Improvements and equipment for the Public Works Department. Initially, \$355,600 was appropriated to strengthen the County's position when trying to leverage state and federal funds. The funds have since been drawn down for grant matches. The remaining funds are available for future grants needing match funding.

Strategic Initiative

N/A

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	0	81,205	0	0	0	0	0	0	0	81,205
	0	81,205	0	0	0	0	0	0	0	81,205

Policy/Comprehensive Plan Information

American Recovery and Reinvestment Act of 2009: Matching grant funds

Operating Budget Impact

N/A

Leon County Fiscal Year 2019 - 2023 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 Priority:	G2

Project Description/Justification

This project is for the support of the County's technology infrastructure. This includes the following components:

Compute Environment: File servers and storage and backup infrastructure - Lease payment and additional equipment for growth. - \$300,000

Digital Phone System: Incidental replacements of phones/infrastructure for the enterprise phone system supporting Leon County Government and Constitutionals and voicemail system. - \$100,000

Network Infrastructure: Continual maintenance and upgrading of the network connectivity of County offices to provide uninterrupted service with high speed and increased bandwidth to support existing and growing applications requiring graphics and document images. Redundant links to critical offices will continue to be implemented each year to prepare for disaster recovery and business continuity needs. - \$100,000

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 - \$50,000

Strategic Initiative

N/A

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	3,465,427	722,197	588,802	550,000	550,000	550,000	550,000	550,000	2,750,000	6,937,624
	3,465,427	722,197	588,802	550,000	550,000	550,000	550,000	550,000	2,750,000	6,937,624

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Courthouse Renovations

Dept/Div: **Facilities Management**
 Project #: **086027**
 Service Type: **General Government**
 Status: **Existing Project - Carryforward**

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

Project Description/Justification

This project funds renovations in the Leon County Courthouse building. In addition, this project is for renovations to the former Office of Intervention & Detention Alternatives space to accommodate additional space and personnel needs for the State Attorney's Office. This project includes carpet/paint refresh to the Public Defender's area.

Strategic Initiative

N/A

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	2,184,543	385,788	51,547	653,790	273,579	40,000	40,000	40,000	1,047,369	3,617,700
311 Bond Series 2003A & 2003B Construction	436,166	0	0	0	0	0	0	0	0	436,166
318 Bond Series 1999 Construction	0	50,308	50,393	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	0	20,746	2,809	0	0	0	0	0	0	20,746
	9,023,419	456,842	104,749	653,790	273,579	40,000	40,000	40,000	1,047,369	10,527,630

Policy/Comprehensive Plan Information

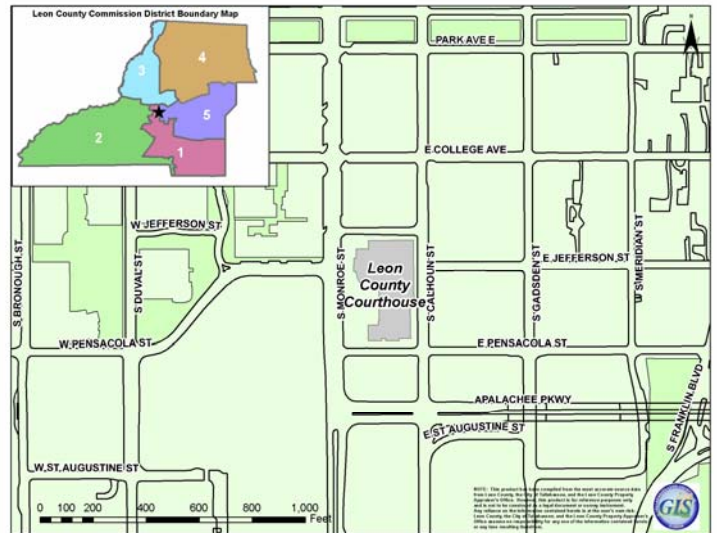
N/A

Operating Budget Impact

N/A



Leon County Courthouse



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Courthouse Security

Dept/Div: **Facilities Management** Comp Plan CIE Project: **N/A**
 Project #: **086016** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Initiative: **Q3**

Project Description/Justification

This project is for the repair and replacement of the security system throughout the Courthouse. The current security system was installed in February 2001, and some of the equipment, such as DVRs, cameras, monitors and x-ray machines need to be replaced. 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, and DVRs.

FY 2019 and FY 2020: This project will update and replace two antiquated x-ray machines at both main entrances at the Courthouse. In FY 2023, funding is included for the replacement of the x-ray machine located at the Traffic Court Building.

Strategic Initiative

N/A

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
110 Fine and Forfeiture	17,144	0	0	0	0	0	0	0	0	17,144
305 Capital Improvements	85,539	20,000	3,299	35,000	35,000	20,000	20,000	35,000	145,000	250,539
318 Bond Series 1999 Construction	317,489	0	0	0	0	0	0	0	0	317,489
	420,172	20,000	3,299	35,000	35,000	20,000	20,000	35,000	145,000	585,172

Policy/Comprehensive Plan Information

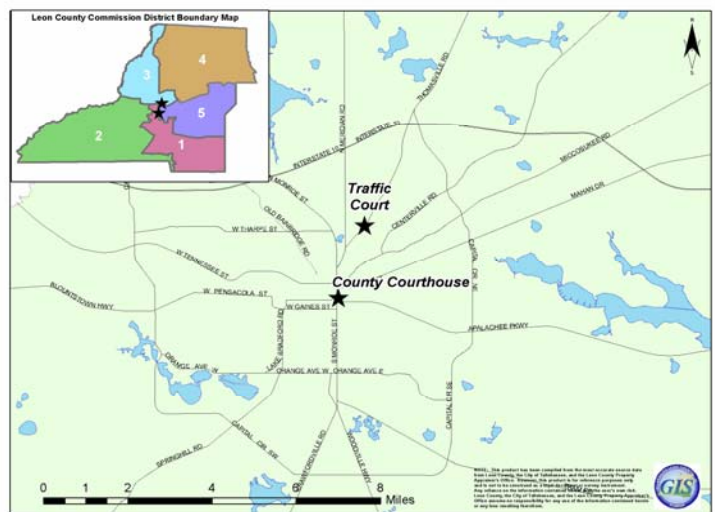
Florida Statute 29.008; Section 14, Article V of the State Constitution - Counties are required to fund the cost of security of facilities for the circuit and county courts, public defenders' offices, state attorneys' offices, guardian ad litem offices, and the offices of the clerks of the circuit and county courts performing court-related functions.

Operating Budget Impact

N/A



Courthouse Security Training



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Courtroom Minor Renovations

Dept/Div: **Facilities Management**
 Project #: **086007**
 Service Type: **General Government**
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Priority: **G2, G5**

Project Description/Justification

This project is a five year plan for items such as: bench replacements, cosmetic upgrades, reupholstering of jury chairs, new attorney tables, witness stands, minor office renovations and restroom alterations for courtrooms on the second and third floor northwest wing of the Courthouse.

Project Schedule:

FY 2019: Courtroom 3F - furnishings, paint, carpet, and jury chairs. The project also includes furnishings for four ante-rooms, and other minor renovations. The judicial chambers will also be updated.

FY 2020 thru FY 2023:

Budgets are scheduled for various courtrooms and other minor renovations.

Strategic Initiative

N/A

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	654,251	86,076	7,357	80,000	60,000	60,000	60,000	60,000	320,000	1,060,327
	654,251	86,076	7,357	80,000	60,000	60,000	60,000	60,000	320,000	1,060,327

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.

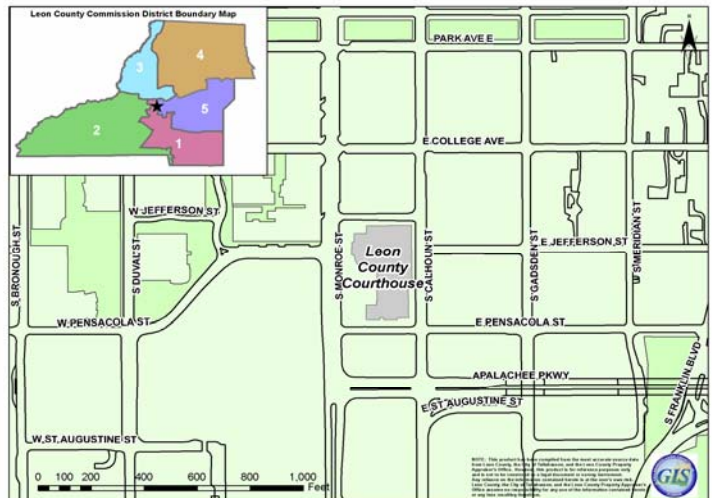
Article V (HB 113A of the 2003 legislation and SB 2960 of the 2004 session) - designation of courtroom space as a County responsibility.

Operating Budget Impact

N/A



Courtroom Minor Renovations



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Courtroom Technology

Dept/Div: **Management Information Services** Comp Plan CIE Project: **N/A**
 Project #: **076023** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Priority: **G2**

Project Description/Justification

This project is for technology needs for the courtrooms such as sound system replacements, computers, and other technology needs of the Judiciary and Court Administration. The FY 2019 and the out year budgets (FY 2020 - FY 2023) include funding for the maintenance of technology equipment and replacement of sound equipment in the courtrooms.

Strategic Initiative

N/A

Financial Summary

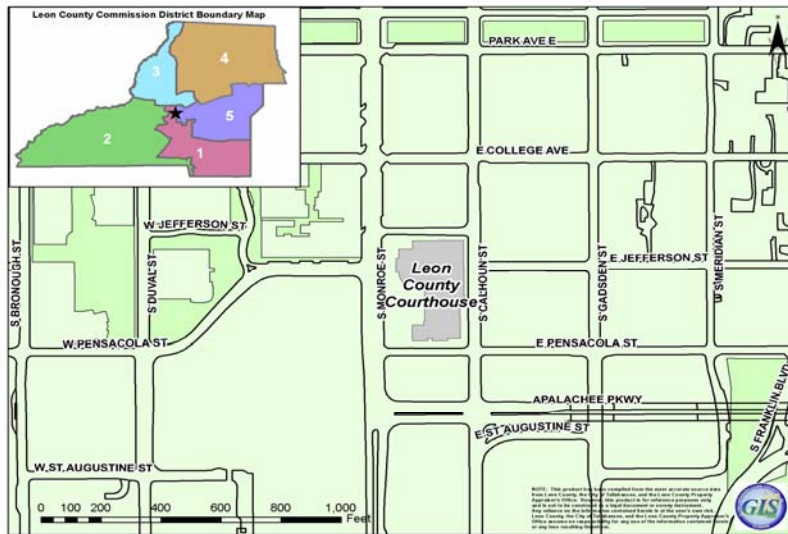
Funding Source	Life To Date FY 2017	Adjusted Budget FY 2018	Year To Date FY 2018	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,079,487	375,205	29,054	132,000	132,000	132,000	132,000	132,000	660,000	2,114,692
318 Bond Series 1999 Construction	119,981	0	0	0	0	0	0	0	0	119,981
	1,199,468	375,205	29,054	132,000	132,000	132,000	132,000	132,000	660,000	2,234,673

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 2019 - 2023 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 Priority:	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 2018 funds are anticipated to be carried forward into FY 2019 to pilot this new system and to develop an interface of ICMS to the Justice Information System (JIS).

The budget for FY 2020 and FY 2022 is for planned systematic software updates.

Strategic Initiative

N/A

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	22,972	247,333	0	0	125,000	0	125,000	0	250,000	520,305
	22,972	247,333	0	0	125,000	0	125,000	0	250,000	520,305

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 2019 - 2023 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 Priority:	G2

Project Description/Justification

This project is for the purchase of financial and Human Resources software and hardware. Testing is in progress and implementation of the Banner 9.0 upgrade is anticipated to be completed in early FY 2019. Carry forward funds from FY2018 will be used for any remaining tasks needed for the Banner 9.0 upgrade. The FY 2019 budget funds consulting services for required ACA compliance reporting.

Strategic Initiative

N/A

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	452,892	268,514	56,953	25,000	25,000	25,000	25,000	25,000	125,000	846,406
	452,892	268,514	56,953	25,000	25,000	25,000	25,000	25,000	125,000	846,406

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 2019 - 2023 Capital Improvement Program

Fleet Management Shop Equipment

Dept/Div: **Fleet Management**
 Project #: **026010**
 Service Type: **General Government**
 Status: **Existing Project**

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

Project Description/Justification

This project is for the replacement of Fleet Management Shop equipment. Anticipated equipment to be replaced over the next five years include:

- Bridge crane
- Lift hoist
- A/C Recyclers
- Wheel alignment machine and rack
- Miscellaneous hand tools

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 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	225,456	50,000	39,973	25,000	15,000	0	35,000	0	75,000	350,456
	225,456	50,000	39,973	25,000	15,000	0	35,000	0	75,000	350,456

Policy/Comprehensive Plan Information

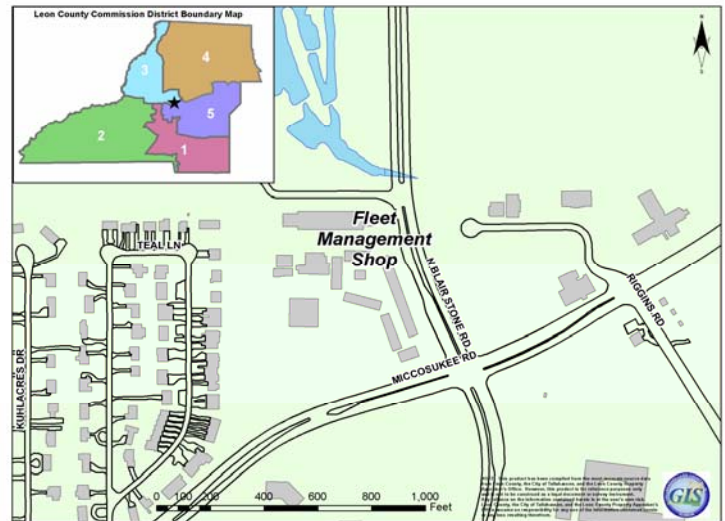
N/A

Operating Budget Impact

N/A



Fleet Management Shop



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Lake Jackson Town Center

Dept/Div: **Facilities Management**
 Project #: **083002**
 Service Type: **General Government**
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Priority: **Q5, Q6**

Project Description/Justification

This project was for minor tenant improvements at the Lake Jackson Town Center located at 3840 North Monroe Street. The shopping center houses the Lake Jackson Branch Library and Community Center and several third party tenants.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 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
166 Huntington Oaks Plaza	536,925	200,000	0	0	0	0	0	0	0	736,925
305 Capital Improvements	6,875	79,775	36,727	0	0	0	0	0	0	86,650
	543,801	279,775	36,727	0	0	0	0	0	0	823,576

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Lake Jackson Town Center



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Leon County Government Annex

Dept/Div: **Facilities Management** Comp Plan CIE Project: **N/A**
 Project #: **086025** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Priority: **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 2019

Design Air handler unit (AHU) replacement for 6th floor, refresh/update landscaping of property, digital signage, and general building maintenance and repairs

FY 2020

Replace Air handler unit (AHU) on 6th floor, general building maintenance and repairs

FY 2021

General building maintenance and repairs

FY 2022

Design boiler unit replacement (2 units) and general building maintenance and repairs

FY 2023

Install two energy efficient boiler units and general maintenance and repairs

Strategic Initiative

N/A

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
165 County Government Annex	4,952,921	1,089,799	373,779	250,000	550,000	250,000	275,000	600,000	1,925,000	7,967,720
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
	25,118,885	1,089,799	373,779	250,000	550,000	250,000	275,000	600,000	1,925,000	28,133,684

Policy/Comprehensive Plan Information

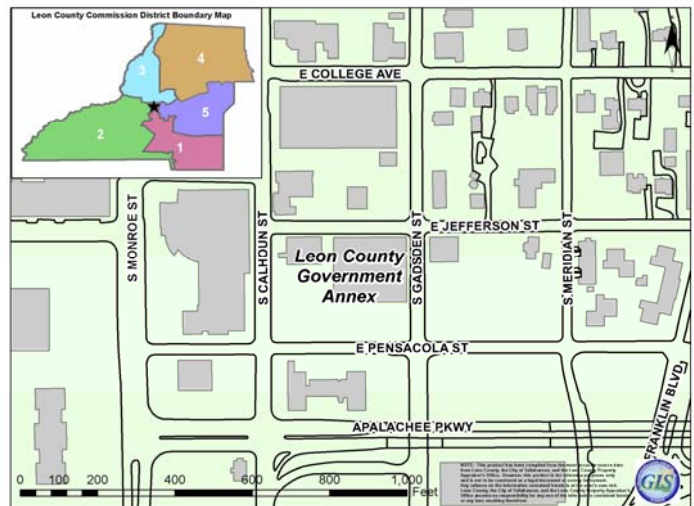
Florida Statute 29.008(A) - designation of facilities for all Court related functions as a county responsibility

Operating Budget Impact

N/A



Leon County Government Annex Building



Leon County Fiscal Year 2019 - 2023 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 Priority:	G2

Project Description/Justification

This project funds mobile access to County work order systems. 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. This includes printing and scanning peripherals. Sixteen devices were deployed with mounting brackets for Mosquito Control trucks in FY 2018.

Anticipated schedule for the rollouts of hand held devices:

Department	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Facilities Management	2	0	0	0	0
Public Works	5	5	5	5	5
Animal Control	6	0	0	0	0
Other Departments As Needed	7	15	15	15	15
Total Mobile Devices	20	20	20	20	20

This project also funds technology improvements for Development Support and Environmental Management as needed.

Strategic Initiative

N/A

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	352,903	38,648	32,221	25,000	25,000	25,000	25,000	25,000	125,000	516,551
306 Transportation Improvements	246,747	0	0	0	0	0	0	0	0	246,747
	<u>599,650</u>	<u>38,648</u>	<u>32,221</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>125,000</u>	<u>763,298</u>

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

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 operating impact related to communications. The estimated cost for each additional 20 mobile devices is \$10,800. FY 2018 was the first year of this rollout plan, resulting in operating impacts of \$10,800. The following are the estimated new impacts anticipated to begin in FY 2019:

An additional \$10,800 each year in internet connectivity plan fees for 20 additional users for a total of \$64,800 by FY 2023.

Leon County Fiscal Year 2019 - 2023 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 Priority:	G2

Project Description/Justification

This project is for technology needs for the Public Defender's Office. In addition to an annual allocation for technology needs, the FY 2019 budget funds the continued integration of the Public Defender's Office case management software to Judicial Information System (JIS) STAC. Once this project is completed, remaining funds will be used to upgrade the Polycom video conferencing system due to equipment obsolescence.

STAC is the State Attorney's case management software. Integration to the Judicial Information System (JIS), which is the criminal case management system for Leon County, allows for case information to auto-populate within STAC and allow updates within STAC to flow back to JIS so that others in the justice community have access to shared information in one place.

Strategic Initiative

N/A

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	499,649	50,000	9,600	50,000	50,000	50,000	50,000	50,000	250,000	799,649
	499,649	50,000	9,600	50,000	50,000	50,000	50,000	50,000	250,000	799,649

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 2019 - 2023 Capital Improvement Program

Records Management

Dept/Div:	Management Information Services	Comp Plan CIE Project:	N/A
Project #:	076061	Capital Improvement:	N/A
Service Type:	General Government	Level of Service Standard:	N/A
Status:	Held Open	Strategic Priority:	G1

Project Description/Justification

This project was for the development of a records management strategy and implementation plan for information storage, management, and recovery for County departments. In FY 2019, this project's annual budget of \$50,000 to assist in funding the new Microsoft Office (MS) 365 productivity software and service implementation was eliminated.

Strategic Initiative

N/A

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	251,569	173,827	44,131	0	0	0	0	0	0	425,396
	251,569	173,827	44,131	0	0	0	0	0	0	425,396

Policy/Comprehensive Plan Information

The State of Florida dictates the retention of records and requires the transparency of data through the Sunshine Law. Establishment of a records management strategy and implementation plan will support the County government in complying with the State requirements.

Operating Budget Impact

N/A

Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Serenity Cemetery Expansion

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **091002** Capital Improvement: **N/A**
 Service Type: **General Government** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Priority: **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 will need to be constructed on site to provide the same level of service in future years. This project entails site clearing, road construction, fencing, and stormwater conveyance at the Cemetery.

Approximately 6.7 acres of the 8.7 acres of the Serenity Cemetery consists of undeveloped land, wetlands and drainage easements. This project would improve those 6.7 acres 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 with in-house crews and all main access roads have been built. Future funding in FY 2020 is for work including improvements to the site's drainage system, access roads, and fences.

Strategic Initiative

N/A

Financial Summary

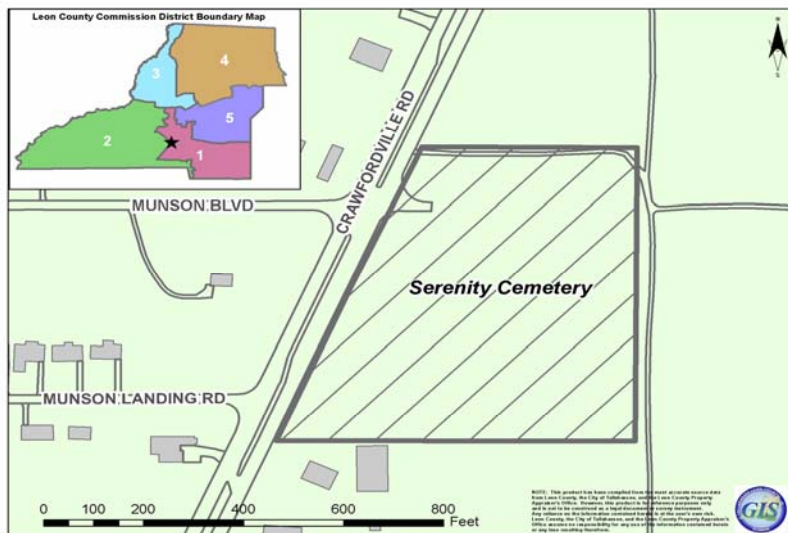
Funding Source	Life To Date FY 2017	Adjusted Budget FY 2018	Year To Date FY 2018	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	0	0	100,000	0	0	100,000	100,000
	0	0	0	0	0	100,000	0	0	100,000	100,000

Policy/Comprehensive Plan Information

Operating Budget Impact

Funding Source	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned
123 Stormwater Utility	0	0	800	500	500
001 General Fund	0	0	1,500	1,500	1,500
	0	0	2,300	2,000	2,000

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 2019 - 2023 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 Priority:	G2

Project Description/Justification

This project is for technology needs for the State Attorney's Office. Forty-eight laptops were replaced in FY 2018. FY 2019 will include a computer refresh, copier devices, technical support, and integration services between STAC and Judicial Information System (JIS).

STAC is the State Attorney's case management software. Integration to the JIS, which is the criminal case management system for Leon County, allows for case information to auto populate within STAC and allow updates within STAC to flow back to JIS so that others in the justice community have access to shared information in one place.

Strategic Initiative

N/A

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	357,215	70,000	63,625	110,900	110,900	110,900	110,900	110,900	554,500	981,715
	357,215	70,000	63,625	110,900	110,900	110,900	110,900	110,900	554,500	981,715

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 2019 - 2023 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 Priority: **G3**

Project Description/Justification

This project is for technology improvements for the Supervisor of Elections (SOE) in support its operations and the mid-term and Presidential Elections. This funding covers regular software and hardware maintenance as well as new software purchases for candidate tracking and equipment inventory and new hardware for an expanded phone bank, backup tape library system, security, and administration desktop systems.

Strategic Initiative

N/A

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	472,172	67,350	49,007	69,600	50,000	25,000	25,000	25,000	194,600	734,122
	472,172	67,350	49,007	69,600	50,000	25,000	25,000	25,000	194,600	734,122

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Supervisor of Elections Equipment/Technology

Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Tourist Development Building Improvements

Dept/Div: **Facilities Management**
 Project #: **086065**
 Service Type: **General Government**
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Priority: **EC4**

Project Description/Justification

On June 19, 2018 the Board approved plans to relocate the Leon County Division of Tourism (Welcome Center) to the Amtrak Station Building located on Railroad Avenue. The Office of Human Services and Community Partnerships (HSCP), currently located in the Amtrak Building will now relocate to the Cooperative Extension Agriculture (Co-op) Center located on Paul Russell Road. The \$100,000 originally allocated for upgrades to the existing Tourism building is now programmed for the preliminary design and architectural engineering to renovate the Amtrak building.

Strategic Initiative

N/A

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
160 Tourism Development	104,628	74,484	29,888	100,000	0	0	0	0	100,000	279,112
	104,628	74,484	29,888	100,000	0	0	0	0	100,000	279,112

Policy/Comprehensive Plan Information

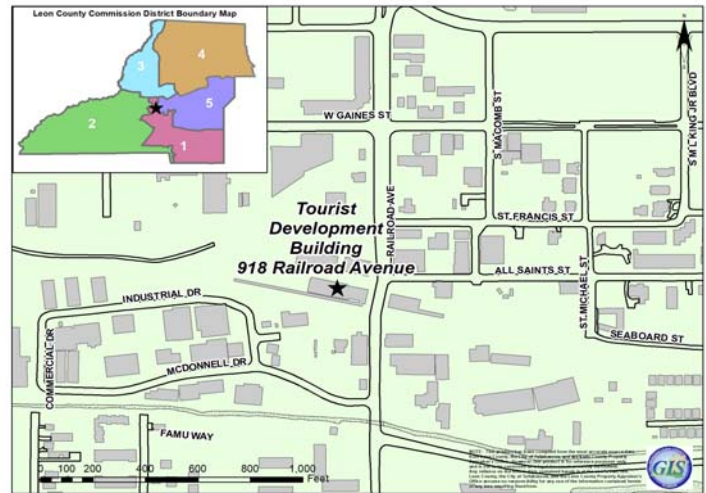
N/A

Operating Budget Impact

N/A



Future Site - Tourist Development Building



Leon County Fiscal Year 2019 - 2023 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 Priority:	G2

Project Description/Justification

This project is for the replacement of old user computers, printers, and peripherals. A replacement schedule is extremely important due to advances in software, deterioration of hardware, the inability to obtain replacement parts for old equipment and the increased cost of maintenance of old equipment. Currently, computers are on a five-year replacement cycle plan. However, users with specialty software needs, such as engineers and GIS staff, are in a three-year replacement cycle. The computers that are replaced every three years are recycled to County users with standardized needs. Pursuant to County Policy, older machines are recycled to the Goodwill's electronics store.

FY 2018: Replacements include upgraded sign shop printers, and 245 desktops and laptops for DSEM, IDA, EMS, Animal Control, Public Works Operations, Office of Resource Stewardship, HSCP, Facilities, Cooperative Extension, and MIS.

FY 2019: Replacements are planned for HR, County Administration, the Board, Library, Courts, State Attorney, and Cooperative Extension.

Strategic Initiative

N/A

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	4,370,203	300,000	247,314	300,000	400,000	400,000	400,000	400,000	1,900,000	6,570,203
	4,370,203	300,000	247,314	300,000	400,000	400,000	400,000	400,000	1,900,000	6,570,203

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Voting Equipment Replacement

Dept/Div:	Miscellaneous	Comp Plan CIE Project:	N/A
Project #:	096028	Capital Improvement:	N/A
Service Type:	General Government	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Priority:	G3

Project Description/Justification

This project is for the Supervisor of Elections non-voting machine equipment needs. This projects funds the purchase or replacement of voting equipment including privacy booths, precinct signage, ballot tabulators, audit and absentee ballot scanners, electronic pollbooks, and ballot demand printers. With the system heavily dependent on technology, it is important to anticipate equipment needs to assure smooth continuation of operations. This includes replacing equipment that has reached the end of its useful life, as well as expanding inventory as the number of registered voters in Leon County continues to grow.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 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	12,000	94,000	27,512	32,000	0	50,000	0	0	82,000	188,000
	12,000	94,000	27,512	32,000	0	50,000	0	0	82,000	188,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Voting Equipment Replacement

Leon County Fiscal Year 2019 – 2023 Capital Improvement Program

Health & Safety

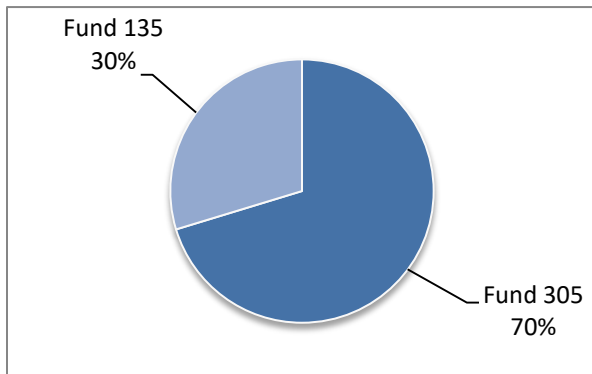
Overview

The Health and Safety Section contains capital improvement projects designed to facilitate the provision of emergency medical and other public safety services provided by Leon County government. Major Health and Safety capital projects funded in FY 2019 include the Detention Facility Complex Maintenance, Emergency Medical Services Vehicle and Equipment, and Medical Examiner Facility.

Funding Sources

Chart 25.6 illustrates that Capital Improvement (Fund 305) funds 70% (\$3,277,550) and Emergency Medical Services MSTU (Fund 135) funds 30% (\$1,385,000) and of the Health and Safety capital improvement budget in FY 2019.

Chart 25.6
FY 2019 Health and Safety Projects
By Funding Source



Managing Departments

Table 25.11 shows Engineering will manage three, or 50%, of the Health and Safety projects. Fleet Management, Facilities Management, and Management Information Services are each managing a single project, which accounts for the remaining 50% of the Health and Safety projects.

Table 25.11
FY 2018 Health and Safety Projects
By Managing Department

Managing Department	# of Projects	FY 2019 Budget
Engineering	3	3,227,550
Fleet Management	1	1,360,000
Facilities Management	1	50,000
Management Information Services	1	25,000
Total	6	\$4,662,550

Operating Budget Impacts

Table 25.14 shows there are no estimated impacts from Health and Safety projects on the operating budget.

Table 25.12
FY 2019 Health and Safety Operating Budget Impacts

Project	Project #	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate	FY 2022 Estimate	FY 2023 Estimate
None	-	-	-	-	-	-
Total		-	-	-	-	-

Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Health & Safety Index

Page	Project	#	Life to Date FY 2017	Adj Bud FY 2018	FY 2019 Budget	FY19-FY23 Total	Project Cost Total
25-67	Detention Facility Complex Maintenance	086031	5,162,376	3,442,489	2,894,953	7,476,353	16,081,218
25-68	Emergency Medical Services Technology	076058	310,025	25,000	25,000	125,000	460,025
25-69	EMS Vehicle & Equipment Replacement	026014	8,295,071	1,212,324	1,360,000	6,402,000	15,909,395
25-70	Medical Examiner Facility	086067	219,788	2,529,392	332,597	332,597	3,081,777
25-71	Public Safety Complex	096016	15,908,023	510,479	50,000	250,000	16,668,502
25-72	Volunteer Fire Departments	096002	328,189	161,661	-	-	489,850
Health and Safety Total			30,223,473	7,881,345	4,662,550	14,585,950	52,690,768

The Capital Improvement project(s) highlighted are fully funded in FY 2018. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2019 - 2023 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 repairs and maintenance includes:

Project	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Records Management Software(Tyler)	300,000	-	-	-	-
Admin Building Renovations	100,000	100,000	-	-	-
Lobby Admin. Building Target Hardening	60,000	-	-	-	-
Surveillance Cameras/Infrastructure	295,000	300,000	-	-	-
Exterior Window Openings (Exercise Decks)	244,282	-	300,000	-	300,000
Elevators (Detention Facility)	600,000	-	-	-	600,000
Air Handling Equipment (Sheriff Admin.)	-	600,000	-	-	-
Jail Roof Phase II	548,171	100,000	700,000	600,000	100,000
Exterior Stairs	-	-	-	427,900	-
New Waterlines	75,000	75,000	-	-	-
Fire Systems Infrastructure	165,000	165,000	-	-	-
Railings	70,000	70,000	-	-	-
Female Pod Security	50,000	-	-	-	-
Booking Counters	22,500	22,500	-	-	-
Detention Lobby Protection	100,000	-	-	-	-
Shower Separators	40,000	21,000	-	-	-
Evidence Vault	-	100,000	-	-	-
Helicopter FLAIR (infrared)	225,000	-	-	-	-
Total	2,894,953	1,553,500	1,000,000	1,027,900	1,000,000

Strategic Initiative

N/A

Financial Summary

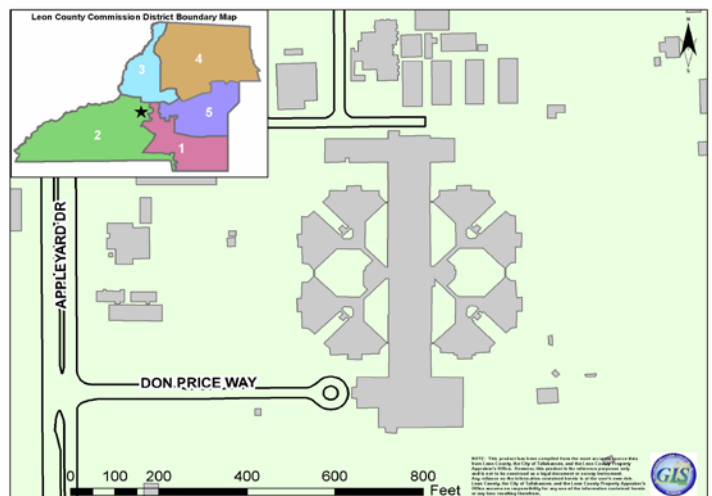
Funding Source	Life To Date FY 2017	Adjusted Budget FY 2018	Year To Date FY 2018	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,436,910	3,442,489	1,583,864	2,894,953	1,553,500	1,000,000	1,027,900	1,000,000	7,476,353	12,355,752
308 Sales Tax	3,725,467	0	0	0	0	0	0	0	0	3,725,467
	5,162,376	3,442,489	1,583,864	2,894,953	1,553,500	1,000,000	1,027,900	1,000,000	7,476,353	16,081,218

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Emergency Medical Services Technology

Dept/Div:	Management Information Services	Comp Plan CIE Project:	N/A
Project #:	076058	Capital Improvement:	N/A
Service Type:	Health & Safety	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Priority:	Q3

Project Description/Justification

This project is for the technological needs of Leon County's Emergency Medical Services Division. Funding is provided for the replacement of five radios per year over the next five years and the banking of funds for a computer refresh in the ambulances.

Strategic Initiative

N/A

Financial Summary

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
135 Emergency Medical Services MSTU	310,025	25,000	0	25,000	25,000	25,000	25,000	25,000	125,000	460,025
	310,025	25,000	0	25,000	25,000	25,000	25,000	25,000	125,000	460,025

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Medical Examiner Facility

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **086067** Capital Improvement: **N/A**
 Service Type: **Health & Safety** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Priority: **Q4**

Project Description/Justification

This project renovates the former Mosquito Control/Animal Control building on Municipal Way for use as a Medical Examiner facility. This project addresses a long-term solution for providing a permanent space for the Medical Examiner. Pursuant to Florida Statutes, Florida Counties are responsible for the funding of medical examiners. Since 1977, the District 2 medical examiner has utilized cooler space and autopsy facility space provided by Tallahassee Memorial Hospital (TMH); TMH charges a nominal fee for this service. TMH staff met with County Administration to express a desire to have the morgue and autopsy facility removed from the hospital. Florida Statutes state, "Autopsy and laboratory facilities utilized by the district medical examiner or his or her associates may be provided on a permanent or contractual basis by the counties within the district."

A preliminary program analysis was performed to determine the basic requirements for the facility. Funding for final design services and permitting was funded in FY 2015. The bid for construction was awarded in January 2018 and is on-going. Construction for the project will continue in FY 2019, with the installation of telecommunications and building furnishing to follow. The cost in this project was offset by the sale of County property at the corner of Miccosukee and Blair Stone Roads, which netted \$1.34 million.

Strategic Initiative

N/A

Financial Summary

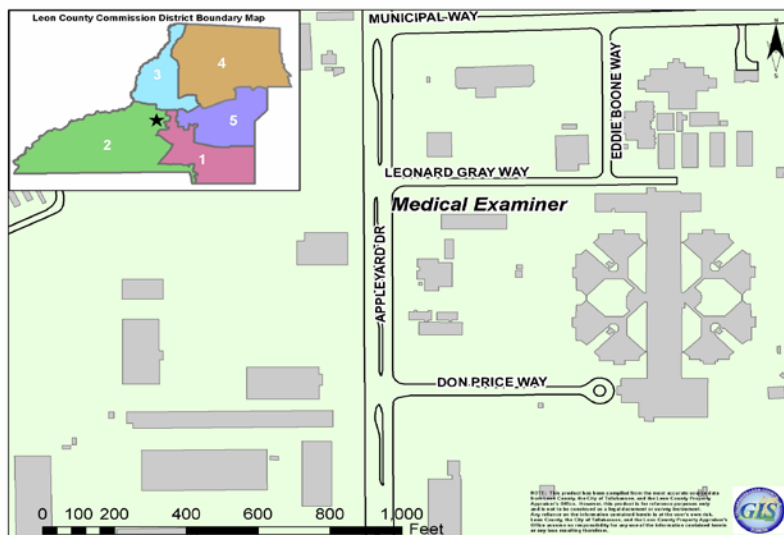
Funding Source	Life To Date FY 2017	Adjusted Budget FY 2018	Year To Date FY 2018	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	219,788	2,529,392	214,479	332,597	0	0	0	0	332,597	3,081,777
	219,788	2,529,392	214,479	332,597	0	0	0	0	332,597	3,081,777

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Public Safety Complex

Dept/Div: **Facilities Management** Comp Plan CIE Project: **N/A**
 Project #: **096016** Capital Improvement: **N/A**
 Service Type: **Health & Safety** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Priority: **Q3**

Project Description/Justification

This project is for facility maintenance and technology needs of the Public Safety Complex. The FY 2019 – FY 2023 budget provides (\$50,000) annually for technology needs and supports a sinking fund for future technology upgrades, including the current replacement and refresh of the audio/visual systems and hardware in the Data Center. These costs are split 50/50 with the City of Tallahassee.

Strategic Initiative

N/A

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
125 Grants	2,393,189	0	0	0	0	0	0	0	0	2,393,189
305 Capital Improvements	13,514,834	510,479	17,981	50,000	50,000	50,000	50,000	50,000	250,000	14,275,313
	15,908,023	510,479	17,981	50,000	50,000	50,000	50,000	50,000	250,000	16,668,502

Policy/Comprehensive Plan Information

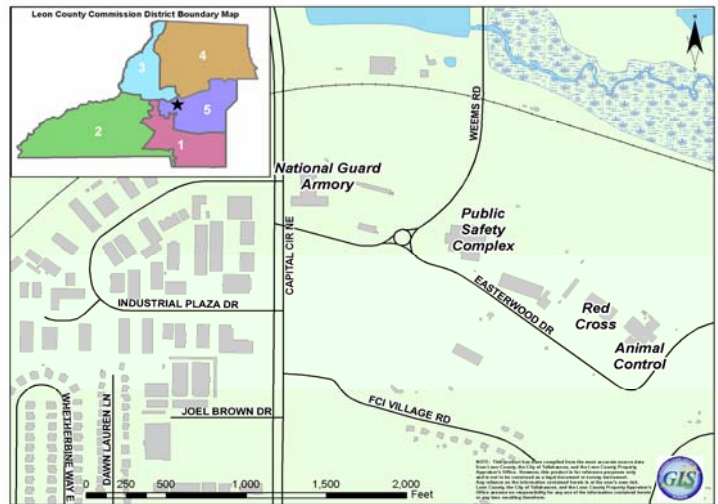
May 14, 2013 - Interlocal Agreement for the joint management and use of the Public Safety Complex; Interlocal Agreement for the telecommunications and technology for the Public Safety Complex.

Operating Budget Impact

N/A



Public Safety Complex



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Volunteer Fire Departments

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **096002** Capital Improvement: **N/A**
 Service Type: **Health & Safety** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Priority: **Q3**

Project Description/Justification

This project has funding that is for the construction of the Lake Iamonia Volunteer Fire Department (#28). The project was funded in FY 2018 and is currently under a Request For Proposal for design and construction of the project. This project includes a lease with Tall Timbers for the land and is anticipated for completion in FY 2020.

Strategic Initiative

N/A

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
140 Municipal Services	71,185	0	0	0	0	0	0	0	0	71,185
145 Fire Rescue Services	257,005	161,661	4,768	0	0	0	0	0	0	418,666
	328,189	161,661	4,768	0	0	0	0	0	0	489,850

Policy/Comprehensive Plan Information

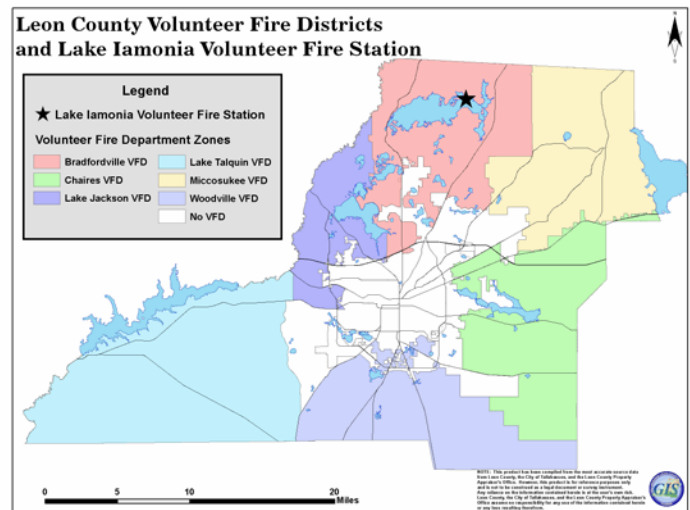
N/A

Operating Budget Impact

N/A



Volunteer Fire Department



Leon County Fiscal Year 2019 – 2023 Capital Improvement Program

Physical Environment

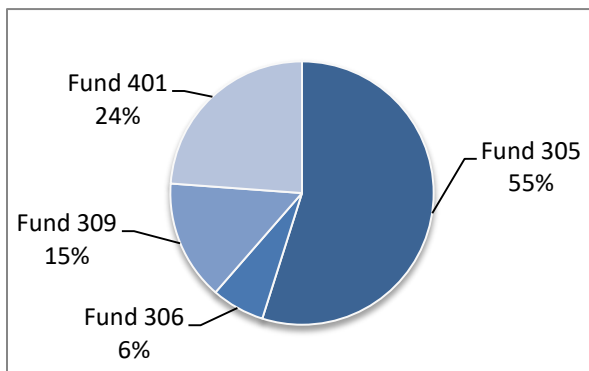
Overview

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 improvement and solid waste management. Major Physical Environment capital projects funded in FY 2019 include Stormwater Infrastructure Preventative Maintenance, GIS Incremental Basemap Update, Lake Henrietta Renovation, and Faulk Pond Sediment Removal.

Funding Sources

Chart 25.7 illustrates that the Capital Improvement (Fund 305) funds 55% (\$1,302,163) of the Physical Environment projects funded in FY 2019. Solid Waste Management (Fund 401) funds 24% (\$565,790), Sales Tax Extension (Fund 309) funds 15% (\$350,000) and Gas Tax (Fund 306) accounts for 6% (\$155,000) of Physical Environment funding.

Chart 25.7
FY 2019 Physical Environment Projects
By Funding Source



Managing Departments

Table 25.13 shows Engineering will manage the majority (53%) of the Physical Environment Projects. Fleet Management will manage six projects, for a total of 18%. Solid Waste will manage five projects, for a total of 15%. Management Information Services and Public Works – Operations will manage three and two projects, respectively, or the remaining 14% of the Physical Environment Projects.

Table 25.13
FY 2019 Physical Environment Projects
By Managing Department

Managing Department	# of Projects	FY 2019 Budget
Engineering	18	805,000
Management Information Services	3	636,780
Fleet Management	6	427,508
Solid Waste	5	403,665
Public Works - Operations	2	100,000
Total	34	\$2,372,953

Operating Budget Impacts

Table 25.14 shows the estimated impacts that some Physical Environment project(s) 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 25.14
Physical Environment Operating Budget Impacts

Project	Project #	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate	FY 2022 Estimate	FY 2023 Estimate
New Stormwater Vehicles & Equipment	026020	4,820	4,820	4,820	4,820	4,820
Total		\$4,820	\$4,820	\$4,820	\$4,820	\$4,820

Leon County Fiscal Year 2019 – 2023 Capital Improvement Program

Physical Environment Index

Page	Project	#	Life to Date FY 2017	Adj Bud FY 2018	FY 2019 Budget	FY19-FY23 Total	Project Total
25-75	Baum Road Drainage Improvement	054011	1,240	73,760	155,000	905,000	980,000
25-76	Belair-Annawood Septic to Sewer	062007	-	3,500,000	-	-	3,500,000
25-77	Blueprint 2020 LIFE Projects	067004	-	-	-	3,504,740	3,504,740
25-78	BP Comprehensive Wastewater Treatment Project	062006	-	500,000	-	-	500,000
25-79	Crump Road Drainage Improvements	055011	9,326	415,674	-	-	425,000
25-80	Faulk Drive Pond Sediment Removal	063010	-	250,000	-	-	250,000
25-81	Fords Arm - Lexington Pond Retrofit	063005	2,661,084	2,872,882	-	1,600,000	7,133,966
25-82	Geographic Information Systems	076009	5,733,741	499,014	188,280	941,400	7,174,155
25-83	GIS Incremental Basemap Update	076060	3,395,178	298,500	298,500	1,492,500	5,186,178
25-84	Hazardous Waste Vehicle/Equipment Replacement	036042	-	218,500	18,000	66,000	284,500
25-85	Household Hazardous Waste Improvements	036019	489,172	85,650	-	-	574,822
25-86	Killearn Acres Flood Mitigation	064001	2,629,045	497,677	-	-	3,126,722
25-87	Lake Henrietta Renovations	061001	72,209	822,554	350,000	550,000	1,444,763
25-88	Lake Munson Restoration	062001	2,575,126	225,504	-	-	2,800,630
25-89	Landfill Closure	036043	-	15,160,306	-	-	15,160,306
25-90	Landfill Improvements	036002	1,587,930	147,213	20,000	100,000	1,835,143
25-91	Longwood Outfall Retrofit	062004	-	223,345	-	-	223,345
25-92	NE Lake Munson Septic to Sewer	062008	-	5,500,000	-	-	5,500,000
25-93	New Stormwater Vehicles & Equipment	026020	-	-	62,383	62,383	62,383
25-94	Pedrick Pond Stormwater Improvements	045007	207,197	40,720	-	-	247,917
25-95	Permit & Enforcement Tracking System	076015	704,728	150,000	150,000	750,000	1,604,728
25-96	Rural Waste Vehicle and Equipment Replacement	036033	618,183	395,565	-	425,000	1,438,748
25-97	Solid Waste Heavy Equipment/Vehicle Replacement	036003	3,327,094	298,686	31,000	677,000	4,302,780
25-98	Solid Waste Pre-Fabricated Buildings	036041	50,054	49,063	45,000	45,000	144,117
25-99	Stormwater Infrastructure Preventative Maintenance	067006	-	1,050,000	300,000	1,500,000	2,550,000
25-100	Stormwater Pond Repairs	066026	1,216,995	149,185	100,000	500,000	1,866,180
25-101	Stormwater Vehicle/Equipment Replacement	026004	6,964,263	382,676	203,000	1,451,000	8,797,939
25-102	TMDL Compliance Activities	066004	-	350,000	-	-	350,000
25-103	Transfer Station Heavy Equipment Replacement	036010	3,152,297	87,209	113,125	1,597,327	4,836,833
25-104	Transfer Station Improvements	036023	1,103,062	416,553	338,665	912,073	2,431,688
25-105	Westside Stormwater	062005	12,962	400,000	-	-	412,962
25-106	Woodside Heights Sewer Project - FDEP	061003	-	5,419,028	-	-	5,419,028
25-107	Woodside Heights Sewer Project - NWFWMMD	061002	411,427	69,223	-	-	480,650
25-108	Woodville Sewer Project	062003	539	3,000,000	-	-	3,000,539
	Physical Environment Index		36,922,851	43,548,487	2,372,953	17,079,423	97,550,761

The Capital Improvement projects highlighted were fully funded in FY 2018. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Baum Road Drainage Improvements

Dept/Div: **Engineering Services**
 Project #: **054011**
 Service Type: **Physical Environment**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Priority: **Q3**

Project Description/Justification

This project is for drainage improvements and wetland mitigation to reduce the flooding of Baum Road and associated stream erosion. The drainage way through Winfield Forest subdivision remained natural during the subdivision development. Uphill development north of Winfield Forest on both sides of Baum Road, including I-10, generates increased flows, which overwhelm the Baum Road cross-drain during heavy storms. The feasibility analysis will identify drainage structural improvements from Buck Lake Road north through Winfield Forest and Baum Road. Associated wetland mitigation requirements will be determined.

This project is funded in three stages that include:
 (1) a feasibility study with community input (FY 2019);
 (2) design and permitting to occur in FY 2019; followed by
 (3) construction in FY 2020.

Strategic Initiative

N/A

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
306 Transportation Improvements	1,240	73,760	0	155,000	750,000	0	0	0	905,000	980,000
	1,240	73,760	0	155,000	750,000	0	0	0	905,000	980,000

Policy/Comprehensive Plan Information

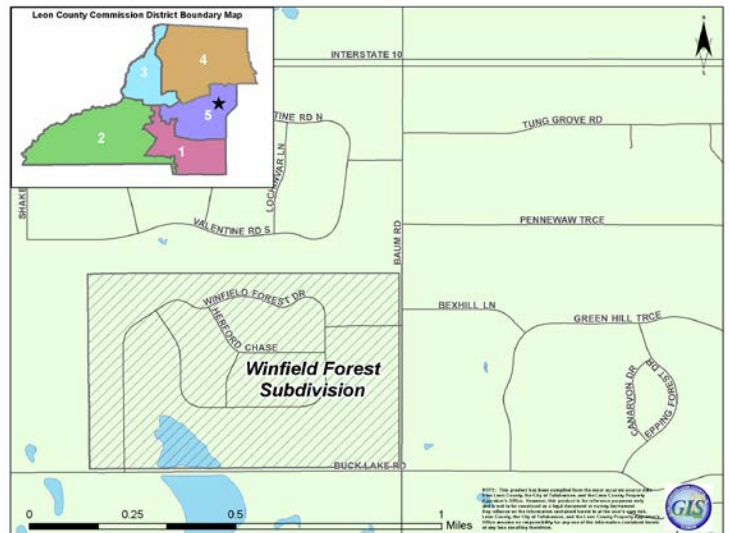
Improving the conveyance will allow compliance with Stormwater Management Policy 1.5.2: No floodwater in the driving lanes of any roadways for a 5-year storm. The analysis has been initiated. Staff is currently developing a Base Map of the Study Area to locate critical drainage features.

Operating Budget Impact

Division of Operations operating budget savings from decreased roadway repair will be offset by wetland area maintenance.



Baum Road



Leon County Fiscal Year 2019 - 2023 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 Priority: **EN1, EN2**

Project Description/Justification

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 were initiated in mid FY 2018, and will be completed during FY 2019, along with permitting and bids for construction. Construction will be initiated in FY 2019 to and continue through early FY 2020 and completed and closed out in early part of FY 2021. This project will be coordinated closely with subdivision residents, the City of Tallahassee Underground Utilities, and Talquin Electric Cooperative. Two unpaved streets of Belair (Wheeler Drive and Sophie Lane) are also being paved as a part of this project once the new sewer installations are completed. The project is funded by a \$1.75 million grant sponsored by FDEP with 100% match funding required by the County.

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 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
125 Grants	0	1,750,000	0	0	0	0	0	0	0	1,750,000
305 Capital Improvements	0	1,750,000	0	0	0	0	0	0	0	1,750,000
	0	3,500,000	0	0	0	0	0	0	0	3,500,000

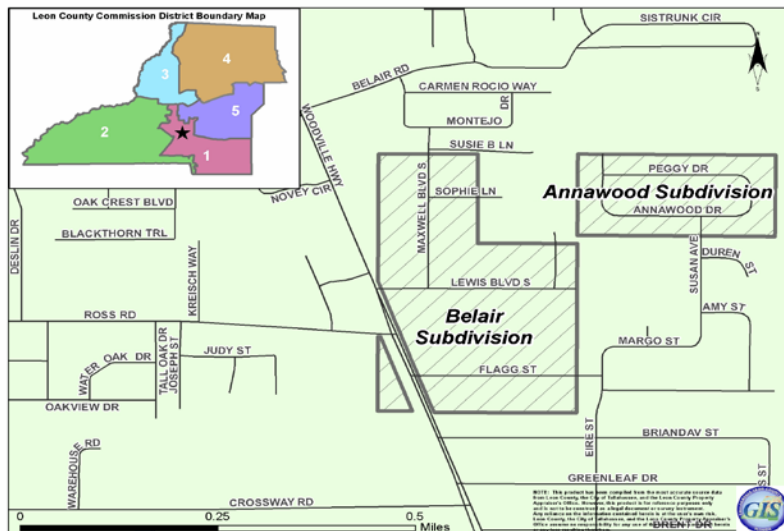
Policy/Comprehensive Plan Information

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.

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 2019 - 2023 Capital Improvement Program

Blueprint 2020 LIFE Projects

Dept/Div:	Engineering Services	Comp Plan CIE Project:	N/A
Project #:	067004	Capital Improvement:	N/A
Service Type:	Physical Environment	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Initiative:	EN1, 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. The projects include culvert enlargements, upgrading stormwater treatment facilities for water quality, shoulder pavement, street lights, sense of place initiatives, emergency access projects, recreational amenities, and intersection realignments.

The County adopted a Livable Infrastructure for Everyone (LIFE) Program policy on July 12, 2016. A preliminary project list was presented to the Board at its April 2018 Budget Workshop. Staff will continue to refine the proposed project list over the next year in preparation for the development of the FY 2020 budget.

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 (2016-32).

Construct 100 fire hydrants (Quality of Life 5-Year Target)

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
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	0	668,230	917,700	945,250	973,560	3,504,740	3,504,740
	0	0	0	0	668,230	917,700	945,250	973,560	3,504,740	3,504,740

Policy/Comprehensive Plan Information

Livable Infrastructure for Everyone (LIFE) Program policy.

Board Strategic Plan Initiative: Economy - Ensure projects being considered for funding associated with the infrastructure Sales Tax extension address core infrastructure deficiencies in rural areas.

Operating Budget Impact

N/A

Leon County Fiscal Year 2019 - 2023 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 study is funded by Blueprint 2000.

Strategic Initiative**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
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 2019 - 2023 Capital Improvement Program

Crump Road Drainage Improvement

Dept/Div: **Engineering Services**
 Project #: **055011**
 Service Type: **Physical Environment**
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Priority: **Q3**

Project Description/Justification

This project is for drainage improvements on Crump Road. The existing drainage system is inadequate to convey runoff from heavy storms, causing damage to three private properties and creating unsafe driving conditions on a major collector roadway. One of the properties lie at the southern end of the S-curve leaving the Miccosukee Road intersection, exacerbating the problem. The property owner experiences frequent flooding of the septic system and general damage to the yard. Conveying the runoff south to the stream will protect the private property and improve safety on this collector road. Approximately 700 linear feet of the east roadside ditch will be enclosed with inlets and pipes and approximately 1,000 linear feet of the west roadside ditch will be enlarged.

The project is under the stormwater modeling analysis to further define the proposed improvements. The engineering design plan is expected to start in FY19.

Strategic Initiative

N/A

Financial Summary

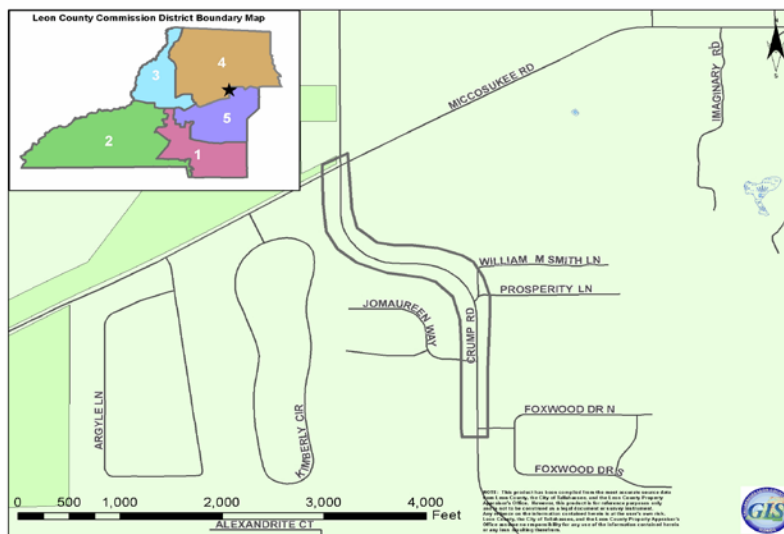
Funding Source	Life To Date FY 2017	Adjusted Budget FY 2018	Year To Date FY 2018	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	9,326	415,674	0	0	0	0	0	0	0	425,000
	9,326	415,674	0	0	0	0	0	0	0	425,000

Policy/Comprehensive Plan Information

The roadside drainage system is not sufficient to meet Utilities Policy 1.5.2. Stormwater runoff currently overtops the roadway, leaves the east drainage ditch and damages private property.

Operating Budget Impact

N/A



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Faulk Drive Pond Sediment Removal

Dept/Div: **Public Works - Operations** Comp Plan CIE Project: **N/A**
 Project #: **063010** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Priority: **EN1**

Project Description/Justification

Over the past 20 years the deposition of sediments in Faulk Drive Pond has resulted in a loss of storage capacity and a decrease in water quality. Estimates are that approximately 2,100 cubic yards of sediments will need to be removed to restore the pond to its original permitted design. Removal of the sediments will allow the pond to remain in compliance with its Stormwater Operating Permit as well as the MS4 Permit. In addition, following sediment removal, perimeter planting will be installed to aid in improving water quality.

Strategic Initiative

N/A

Financial Summary

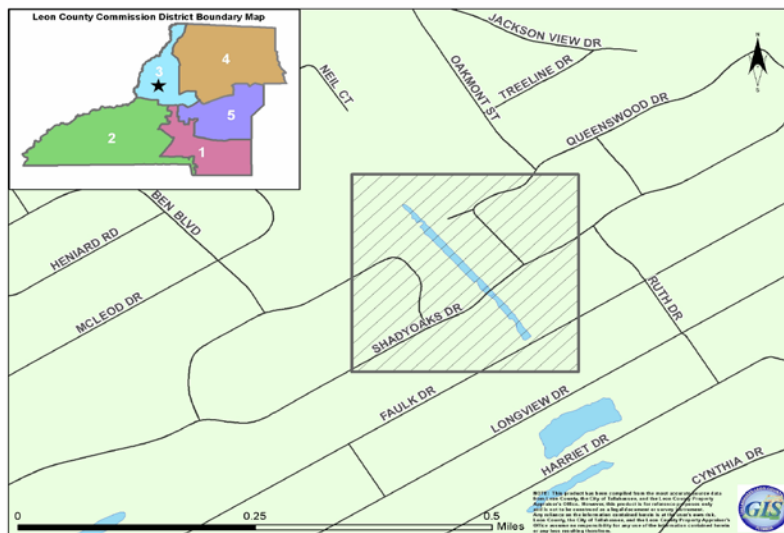
Funding Source	Life To Date FY 2017	Adjusted Budget FY 2018	Year To Date FY 2018	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	250,000	12,518	0	0	0	0	0	0	250,000
	0	250,000	12,518	0	0	0	0	0	0	250,000

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



Leon County Fiscal Year 2019 - 2023 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 2000 for stormwater and water quality retrofits from the Sales Tax Extension.

This project is for water quality treatment and flow attenuation for stormwater entering Ford's Arm of Lake Jackson from the Lexington Branch. The project is to provide a possible combination of attenuation, water quality treatment and flow way improvements in the contributing basin to the south and east of Fords Arm. This project will include drainage improvements at Meridian Road, Timberlane Road and Cloverdale Drive, which will help prevent flooding along those roads. Additional ditch stabilization is proposed from Lakeshore Drive to the wetland for the tributaries entering at Nautilus Circle, Ivernia Loop, Dreadnaught Court and Hawkbill Court. Construction of Linene Woods Phase I between Dartmoor Drive and John Hancock and the remaining project components will begin in FY19.

Strategic Initiative

N/A

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
125 Grants	200,000	0	0	0	0	0	0	0	0	200,000
305 Capital Improvements	0	0	0	0	0	0	500,000	1,100,000	1,600,000	1,600,000
309 Sales Tax - Extension	2,461,084	2,872,882	131,888	0	0	0	0	0	0	5,333,966
	2,661,084	2,872,882	131,888	0	0	0	500,000	1,100,000	1,600,000	7,133,966

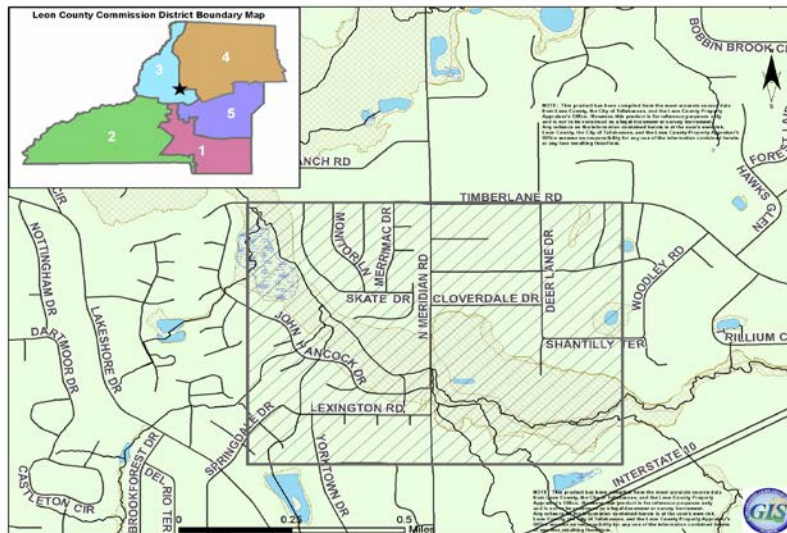
Policy/Comprehensive Plan Information

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 2019 - 2023 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 Priority:	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:

\$100,000 for Environmental Systems Research Institute, Inc. cloud computing environment, (ESRI) Enterprise Licensing Agreement (ELA): ESRI is the primary software provider for GIS software. The license covers web servers, the cloud computing environment and desktop licensing. Annual analysis has shown that the enterprise license saves money over the alternative of buying individual licenses.

\$50,000 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.

\$38,280 for GIS Infrastructure Improvements: The Infrastructure improvements account is used to purchase GIS PCs, plotters and other hardware and software needs. Annual allocations are used to level infrastructure costs over multiple years. TLC GIS has set up a rotation of infrastructure needs that can be supported on a level funding basis.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 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	5,733,741	499,014	312,549	188,280	188,280	188,280	188,280	188,280	941,400	7,174,155
	5,733,741	499,014	312,549	188,280	188,280	188,280	188,280	188,280	941,400	7,174,155

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 2019 - 2023 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 Priority:	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 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 is anticipated to be completed by early FY 2019. Data processing of updated layers is anticipated to be completed in FY 2019.

Strategic Initiative

N/A

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	3,395,178	298,500	100,676	298,500	298,500	298,500	298,500	298,500	1,492,500	5,186,178
	3,395,178	298,500	100,676	298,500	298,500	298,500	298,500	298,500	1,492,500	5,186,178

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 2019 - 2023 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 - Carryforward	Strategic Priority:	EN1

Project Description/Justification

The primary conveyance through Killearn Acres was upgraded with recent capital projects. 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 250 residential properties. The preliminary map will be reviewed in-house, and a public meeting scheduled to address the map results and comments.

This project also includes the Apollo Trail drainage improvements that address localized flooding in the Lake Saratoga contributing area. The localized drainage issues remaining which affect residential structures will be evaluated for roadside conveyance improvements. The results of the feasibility analysis will determine whether funds can be reprogrammed from acquisition to construction. This project will occur in two stages, with the feasibility study to evaluate conveyance improvements for localized residential flooding, which occurred in FY 2017. The project is currently under design.

This project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 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
309 Sales Tax - Extension	2,629,045	497,677	0	0	0	0	0	0	0	3,126,722
	2,629,045	497,677	0	0	0	0	0	0	0	3,126,722

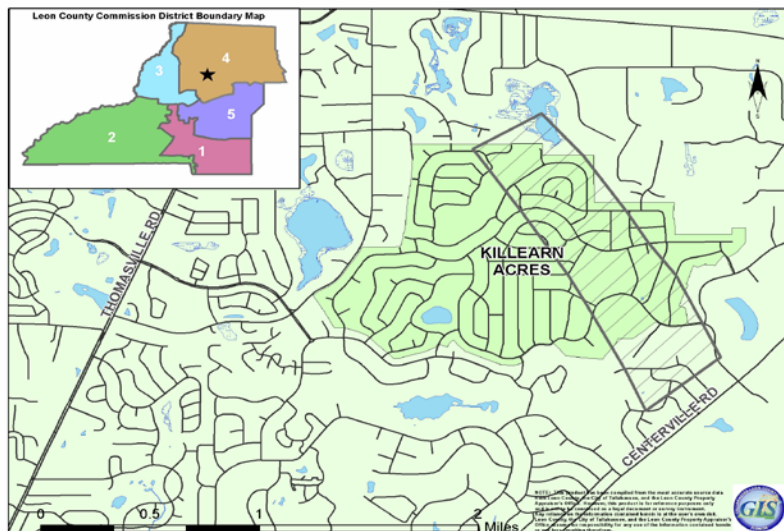
Policy/Comprehensive Plan Information

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 2019 - 2023 Capital Improvement Program

Lake Henrietta Renovation

Dept/Div: **Engineering Services**
 Project #: **061001**
 Service Type: **Physical Environment**
 Status: **Existing Project**

Comp Plan CIE Project: **Yes**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Priority: **EN1**

Project Description/Justification

This project involves the major restoration of the 16 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 five phases: Phase 1 - Property acquisition (ongoing); Phase 2 - design and permitting of adjacent spoil handling site (FY 2017); Phase 3 - hydraulic dredging (FY 2018-2019); and Phase 4 - design and installation of a trash rack (FY 2020). After this initial intensive restoration cycle, Phase 5 would be dredging completed in approximate 5-year increments or less, if the upstream projects are completed.

This project is funded by the \$50 million (split 50/50 between the City and the County) set aside by Blueprint 2000 for stormwater and water quality retrofits. Funding is provided by Blueprint's 80% share of the Sales Tax Extension dedicated to the agency.

Strategic Initiative

N/A

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
309 Sales Tax - Extension	72,209	822,554	0	350,000	200,000	0	0	0	550,000	1,444,763
	72,209	822,554	0	350,000	200,000	0	0	0	550,000	1,444,763

Policy/Comprehensive Plan Information

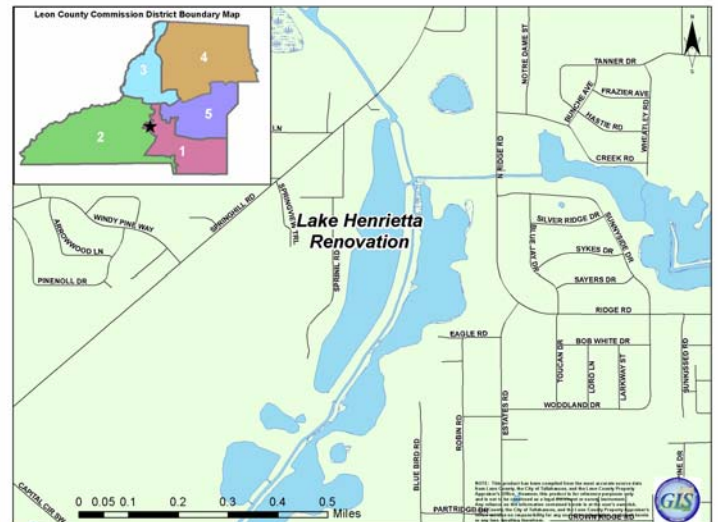
Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality. 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 efforts 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 2019 - 2023 Capital Improvement Program

Lake Munson Restoration

Dept/Div: **Engineering Services**
 Project #: **062001**
 Service Type: **Physical Environment**
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Priority: **EN1, EN3**

Project Description/Justification

Exotic and invasive plants were removed from over 100 acres along Munson Slough from Lake Munson to Lake Henrietta. Information kiosks at Lake Munson and Lake Henrietta will explain the function of stormwater facilities and wetlands in protecting Lake Munson. Sediment sampling by the Florida Geologic Survey will look for potential contamination and determine potential disposal of contaminated material or recommend alternatives in lake restoration activities. This will be used to develop remediation plans for the lake to meet the TMDL and is in support of the County's Science Advisory Committee's recommendation to update the Lake Munson Action Plan. The contract was awarded in February 2018, with a Notice to Proceed issued on March 9, 2018.

This project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 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	507,114	0	0	0	0	0	0	0	0	507,114
309 Sales Tax - Extension	153,012	225,504	0	0	0	0	0	0	0	378,516
314 Bond Series 1997 Construction	1,899,874	0	0	0	0	0	0	0	0	1,899,874
318 Bond Series 1999 Construction	15,126	0	0	0	0	0	0	0	0	15,126
	2,575,126	225,504	0	0	0	0	0	0	0	2,800,630

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.

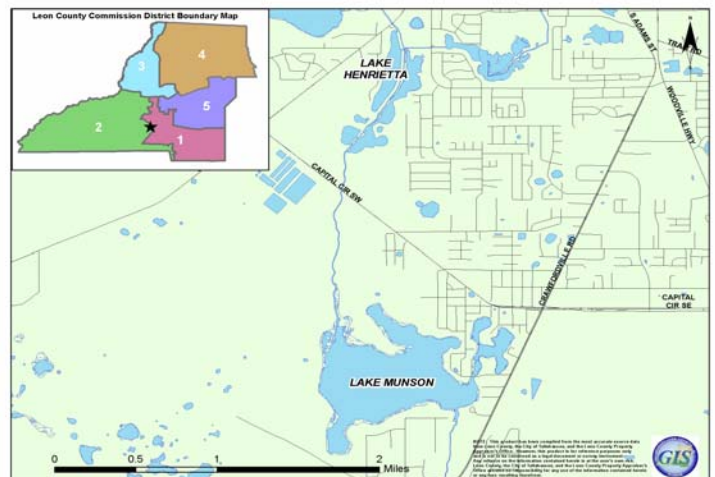
Lake Munson Action Plan

Operating Budget Impact

N/A



Lake Munson



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Longwood Outfall Retrofit

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **062004** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **N/A**
 Status: **Existing Project - Carryforward** Strategic Priority: **EN1, Q3**

Project Description/Justification

This project is for the improvement of erosion and localized flooding downstream in the Longwood Subdivision in west Leon County. The flow way will be graded to increase stormwater flow attenuation, stabilized to reduce erosion from peak flows, and planted with vegetation to improve water quality treatment and enhance the natural channel.

This project is funded by the \$50 million (split 50/50 between the City and the County) set aside by Blueprint 2000 for stormwater and water quality retrofits. Funding is provided by Blueprint's 80% share of the Sales Tax Extension dedicated to the agency.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 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
309 Sales Tax - Extension	0	223,345	0	0	0	0	0	0	0	223,345
	0	223,345	0	0	0	0	0	0	0	223,345

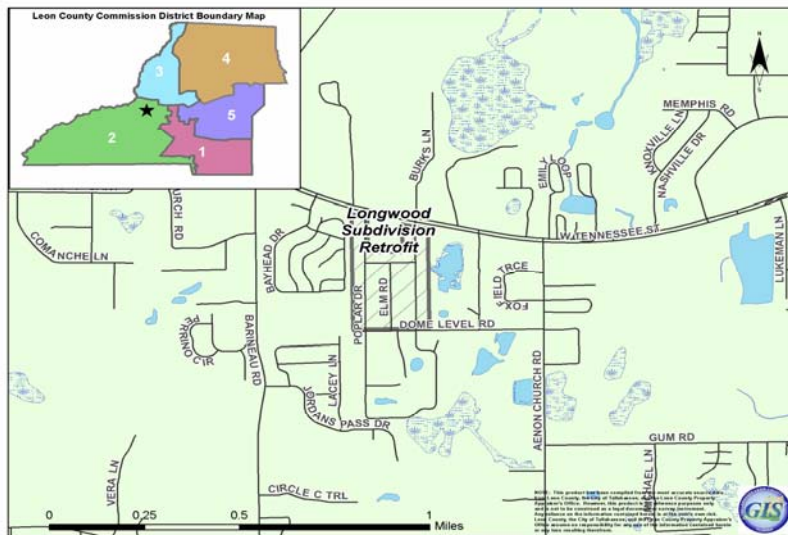
Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Policy 2.7.7:[C](Leon County) Local government shall develop a program for retrofitting developed areas which lack adequate facilities for treating stormwater runoff by defining and implementing a sequence of intermediate milestones necessary to achieve the retrofit objective. Local government shall fund and initiate a work program to quantify water quality problems, costs and mitigation methods. Using this information it shall develop more specific retrofit objectives with due consideration to costs, methodology and the community's willingness to financially support implementation. Policies shall be adopted into the comprehensive plan that reflects these objectives including program funding targets. Local government shall then develop, fund, and initiate a water quality enhancement program which will achieve the retrofit goals on the established schedule.

Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

Operating Budget Impact

N/A



Leon County Fiscal Year 2019 - 2023 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 Priority: **EN1, EN2**

Project Description/Justification

This project will provide the design and construction of the central sewer collection system. This will include lift stations, connection to homes, removal of 263 septic tank systems, and the transmission system connecting to the City of Tallahassee's system for Yon's Lakeside Estates and Idlewild neighborhoods. This project is funded by a \$2,750,000 grant from the Florida Department of Environmental Protection (FDEP), with match funding of \$2,750,000 from the County. The project will eliminate the onsite systems which will result in a significant reduction in nutrient load leaching into the Florida aquifer in the Wakulla Springs contribution area. Design work is anticipated to begin in early FY 2019.

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 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
125 Grants	0	2,750,000	0	0	0	0	0	0	0	2,750,000
305 Capital Improvements	0	2,750,000	0	0	0	0	0	0	0	2,750,000
	0	5,500,000	0	0	0	0	0	0	0	5,500,000

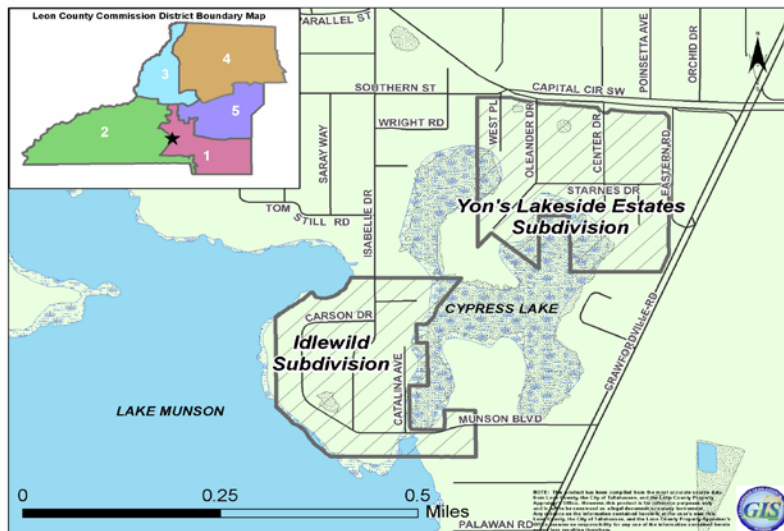
Policy/Comprehensive Plan Information

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.

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 2019 - 2023 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. This project also includes planting wetland vegetation to prevent silt accumulation and to enhance percolation on the pond littoral shelf. Work is estimated to be complete in early FY 2019.

Strategic Initiative

N/A

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	207,197	40,720	0	0	0	0	0	0	0	247,917
	207,197	40,720	0	0	0	0	0	0	0	247,917

Policy/Comprehensive Plan Information

Supports Strategic Priority Environment by promoting sustainable practices and reusing stormwater runoff in lieu of potable or well water for irrigation.

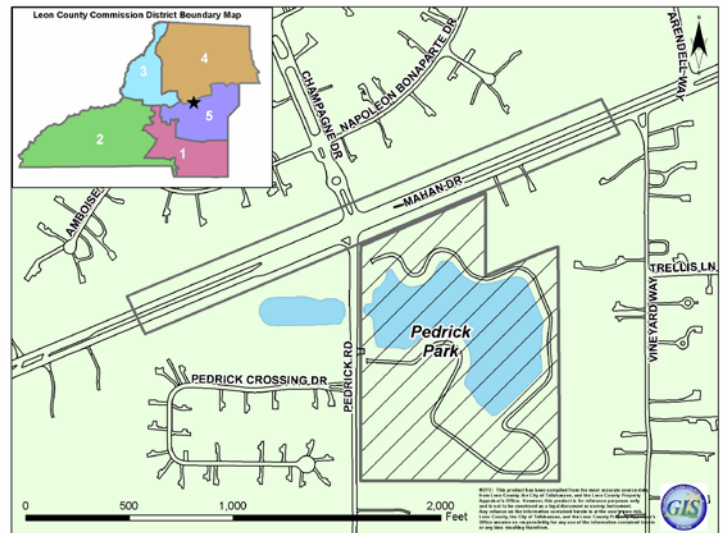
Supports Conservation Element of the Comprehensive Plan Groundwater Protection Objectives 4.1 and 4.2.1

Operating Budget Impact

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 2019 - 2023 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 Priority:	G2

Project Description/Justification

This project is for licensing fees and system updates for the Permit and Enforcement & Tracking System (PETS). The web-based PETS system replaced the County's previous permitting system in FY 2017.

Strategic Initiative

N/A

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	704,728	150,000	29,716	150,000	150,000	150,000	150,000	150,000	750,000	1,604,728
	704,728	150,000	29,716	150,000	150,000	150,000	150,000	150,000	750,000	1,604,728

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 2019 - 2023 Capital Improvement Program

Rural Waste Vehicle and Equipment Replacement

Dept/Div: **Fleet Management**
 Project #: **036033**
 Service Type: **Physical Environment**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Priority: **EN3**

Project Description/Justification

This project is for the replacement of Rural Waste Services Center vehicles and equipment. No vehicles or equipment are scheduled for replacement in FY 2019. Out-year funding is to replace two Mack Roll-Off trucks.

Strategic Initiative

N/A

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
401 Solid Waste	618,183	395,565	0	0	210,000	215,000	0	0	425,000	1,438,748
	618,183	395,565	0	0	210,000	215,000	0	0	425,000	1,438,748

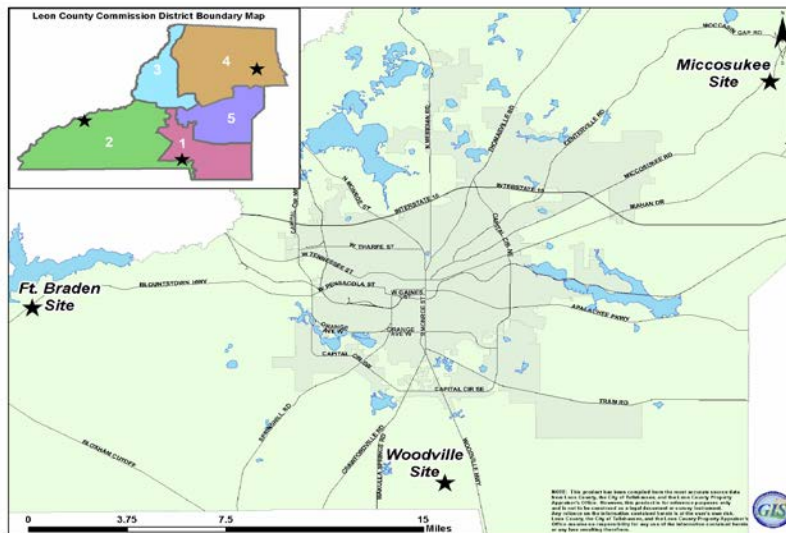
Policy/Comprehensive Plan Information

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 2019 - 2023 Capital Improvement Program

Solid Waste Facility Heavy Equipment & Vehicle

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 Priority: **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. Once the final closure plan is adopted, the future vehicle needs will be determined and the out years adjusted accordingly. It is estimated that the vehicles/equipment being replaced will generate \$6,000 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
SW - SW Management Facility	2008 Ford F-150	37,046	\$21,506	\$13,945	\$31,000

Strategic Initiative

N/A

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
401 Solid Waste	3,327,094	298,686	144,952	31,000	218,000	388,000	0	40,000	677,000	4,302,780
	3,327,094	298,686	144,952	31,000	218,000	388,000	0	40,000	677,000	4,302,780

Policy/Comprehensive Plan Information

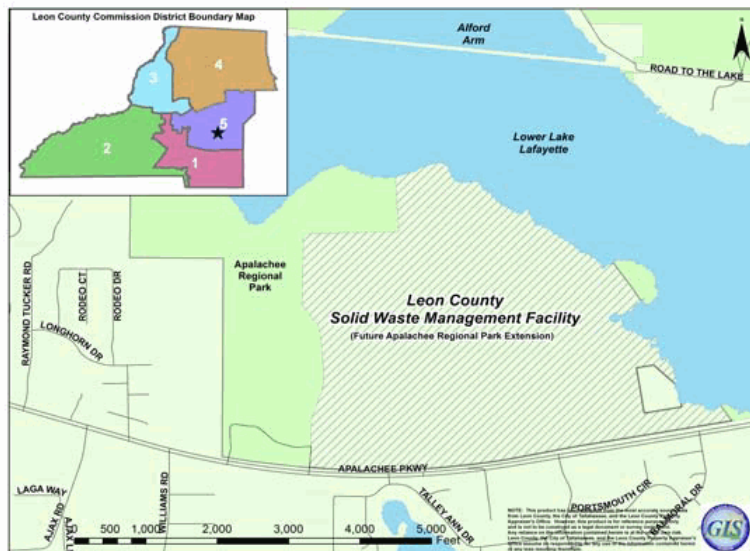
Florida Statutes Chapter 62-701.500(11) - requires landfill operators to have sufficient equipment to ensure proper operation including sufficient reserve equipment for breakdowns

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 2019 - 2023 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 Priority:	EN1

Project Description/Justification

This project provides a means for replacement of major cross drains that are beyond the realm of maintenance activity due to size, location and cost. As part of the stormwater requirements for the County's Non-Point Discharge Elimination System (NPDES) permit, an inventory and inspection of the major stormwater systems in unincorporated Leon County is being conducted to proactively prioritize and schedule the replacement of more than 1,000 major culverts before failure. An annual budget of \$300,000 is established for this repair program.

This project was recommended as a result of heavy rain events in April 2016. The heavy rainfall caused open metal culverts to fail on Tram Road, west of the Leon/Jefferson counties line, causing a section of the road to collapse. The road was closed to citizens while temporary repairs were made, however, due to these culverts having reached their life expectancy of more than 30 years; it is recommended that they be replaced. The estimated project cost is \$500,000. Design for the Tram Road Cross Drain replacement was completed in FY 2018 and permitting is ongoing.

The next priority will be to address failing culverts under Old Plank Road at the Chicken Branch Crossing, Veterans Memorial Drive, and Kinhega Drive. Old Plank Road (Chicken Branch) Cross Drain Replacement design work is anticipated to begin in FY 2019.

Strategic Initiative

N/A

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	0	1,050,000	10,685	300,000	300,000	300,000	300,000	300,000	1,500,000	2,550,000
	0	1,050,000	10,685	300,000	300,000	300,000	300,000	300,000	1,500,000	2,550,000

Policy/Comprehensive Plan Information

Stormwater Management Goal 1- Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protect surface water and groundwater quality.

Operating Budget Impact

N/A



Stormwater Infrastructure Preventive Maintenance

Leon County Fiscal Year 2019 - 2023 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 Priority: **EN1**

Project Description/Justification

This project provides funding for the emergency 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.

Strategic Initiative

N/A

Financial Summary

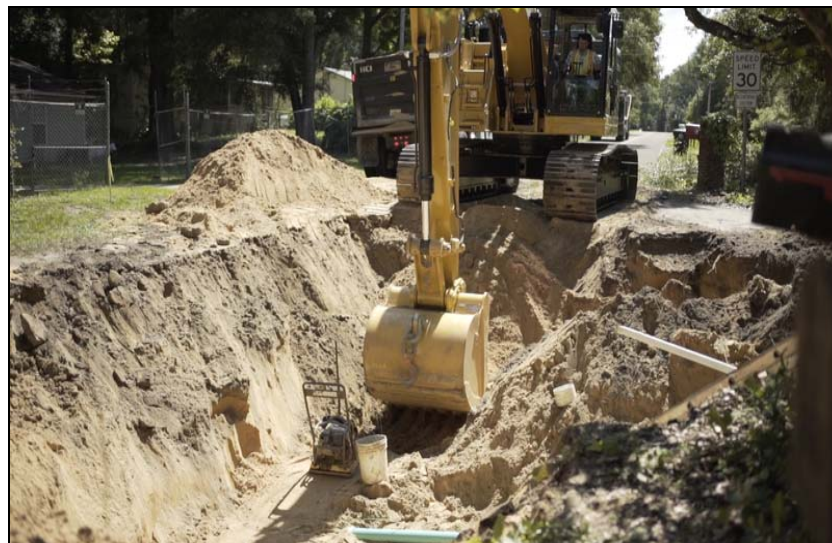
Funding Source	Life To Date FY 2017	Adjusted Budget FY 2018	Year To Date FY 2018	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,216,995	149,185	18,393	100,000	100,000	100,000	100,000	100,000	500,000	1,866,180
	1,216,995	149,185	18,393	100,000	100,000	100,000	100,000	100,000	500,000	1,866,180

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 2019 - 2023 Capital Improvement Program

Stormwater Vehicle & Equipment Replacement

Dept/Div: **Fleet Management**
 Project #: **026004**
 Service Type: **Physical Environment**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Priority: **Q3**

Project Description/Justification

This project is for the replacement of stormwater vehicles and equipment. It is estimated that the vehicles/equipment being replaced will generate \$51,000 in surplus sales. The following is the FY 2019 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
PW - Operations	2007 Mack 14 Yd Dump Truck	83,980	\$113,967	\$64,223	\$185,000
PW - Operations	2009 Haul Mart Trailer	N/A	\$9,848	\$10,709	\$18,000

Strategic Initiative

N/A

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	6,964,263	382,676	97,170	203,000	310,000	190,000	370,000	378,000	1,451,000	8,797,939
	6,964,263	382,676	97,170	203,000	310,000	190,000	370,000	378,000	1,451,000	8,797,939

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 2019 - 2023 Capital Improvement Program

TMDL Compliance Activities

Dept/Div:	Engineering Services	Comp Plan CIE Project:	N/A
Project #:	066004	Capital Improvement:	N/A
Service Type:	Physical Environment	Level of Service Standard:	N/A
Status:	Existing Project - Carryforward	Strategic Initiative:	EN1

Project Description/Justification

This project addresses the Florida Department of Environmental Protection (FDEP) and the U.S. Environmental Protection Agency (USEPA) assigned Total Maximum Daily Load (TMDL) limits to pollution entering local surface waters. The project funds activities for water bodies and watercourses where a TMDL has been adopted. Examples of proposed activities are sampling to determine load reduction or support of recommended restoration activities, and public education regarding septic tank impacts.

This project also includes the development of Basin Management Action Plans (BMAP). The TMDLs for the Upper Wakulla River, Munson Slough, Lake Munson, and the Harbinwood Estates Drain require BMAPs be developed among stakeholders to accomplish the necessary reductions. The stakeholders include Leon County, Florida Department of Transportation (FDOT), City of Tallahassee, Wakulla County, Florida State University, and Florida A&M University. County staff have had discussions with the City of Tallahassee, a key primary stakeholder, early in the BMAP process in an effort to narrow potential differences in allocations and foster cooperation and/or develop joint projects that benefit the environment. The BMAPs will culminate with Interlocal agreements committing each party to actions to achieve their allocated reduction. The County's Non-Point Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) permit will be amended to include the BMAP commitments. To provide data for project selection, sampling of Lake Munson and Munson Slough will be conducted with future years dependent on BMAP requirements.

The initial phase includes evaluating and allocating the pollutant load reductions. The BMAP interlocal agreements are anticipated to require additional monitoring of water quality and construction of additional stormwater management facilities, all of which will require some years to complete. Funds will supplement the Lake Munson Restoration Project funding (Project 062001) for sediment sampling by the Florida Geologic Survey.

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 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	0	350,000	0	0	0	0	0	0	0	350,000
	0	350,000	0	0	0	0	0	0	0	350,000

Policy/Comprehensive Plan Information

The federal NPDES MS4 permit will incorporate the terms of the BMAP Interlocal agreements.

Operating Budget Impact

N/A

Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Transfer Station Heavy Equipment Replacement

Dept/Div: **Fleet Management**
 Project #: **036010**
 Service Type: **Physical Environment**
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Priority: **EN3**

Project Description/Justification

This project is for the replacement of transfer station equipment. It is estimated that the vehicles/equipment being replaced will generate \$12,000 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
SW - Transfer Station	2007 Ford F-150	76,476	\$19,529	\$4,515	\$32,000
SW - Transfer Station	2010 John Deere Mower	667	\$8,138	\$2,198	\$15,000
SW - Transfer Station	2013 Superior Sweeper	556	\$57,500	\$33,920	\$66,125

Strategic Initiative

N/A

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
401 Solid Waste	3,144,537	87,209	48,461	113,125	454,202	395,000	165,000	470,000	1,597,327	4,836,833
	3,144,537	87,209	48,461	113,125	454,202	395,000	165,000	470,000	1,597,327	4,836,833

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 2019 - 2023 Capital Improvement Program

Westside Stormwater

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **062005** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **Yes**
 Status: **Existing Project - Carryforward** Strategic Priority: **EN2**

Project Description/Justification

This project is funded by the \$50 million (split 50/50 between the City and the County) set aside by Blueprint 2000 for stormwater and water quality retrofits. Funding is provided by Blueprint's 80% share of the Sales Tax Extension dedicated to the agency.

This project is for remapping the Federal Emergency Management Flood Insurance Rate Maps for the Target Planning Area and the west Gum Creek Tributary. The remapping follows completion of the Capital Circle NW project due to its substantial influence on drainage.

The Westside Stormwater model contract was awarded in FY 2018. Target completion date for the model is December 2018. The final overall model will be used for design activities to resolve flooding in the Gum Road Target Area.

Strategic Initiative

N/A

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
309 Sales Tax - Extension	12,962	400,000	0	0	0	0	0	0	0	412,962
	12,962	400,000	0	0	0	0	0	0	0	412,962

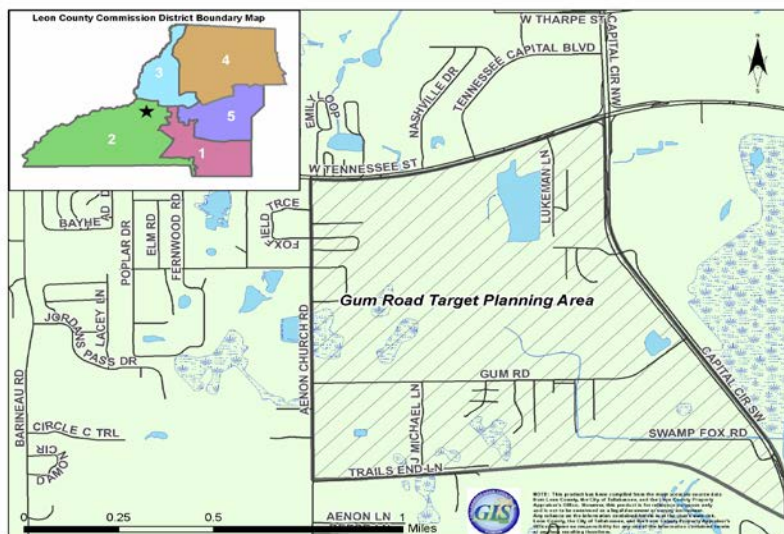
Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Policy 2.7.7:[C](Leon County) Local government shall develop a program for retrofitting developed areas which lack adequate facilities for treating stormwater runoff by defining and implementing a sequence of intermediate milestones necessary to achieve the retrofit objective. Local government shall fund and initiate a work program to quantify water quality problems, costs and mitigation methods. Using this information, local government shall develop more specific retrofit objectives with due consideration to costs, methodology and the community's willingness to financially support implementation. Policies shall be adopted into the comprehensive plan that reflects these objectives including program funding targets. Local government shall then develop, fund, and initiate a water quality enhancement program, which will achieve the retrofit goals on the established schedule.

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

Operating Budget Impact

N/A



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Woodside Heights Sewer Project - FDEP

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **061003** 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

This project funds the septic tank to sewer conversion in the Woodside Heights subdivision (approximately 200 homes) of the Lake Munson Target Area. Woodside Heights is the Primary Focus Area #1 in the Wakulla Springs Basin Management Action Plan, a key area for septic tank phase out to assist in the Wakulla Springs recovery. Funding in the amount of \$2.3 million for Woodside Heights was funded by a grant from the Northwest Florida Water Management District (NFWFMD), as part of the Florida Department of Environmental Protection (FDEP), Springs Restoration program and required 100% matching funds from the. Subsequently, FDEP assumed management of the grant in FY 2018. The total \$5,419,028 in grant and matching funds will fund the design and construction of central sewer lines, connection to homes, and removal of septic tanks from the homes.

A portion (\$1,991,449) of the grant match for this project is funded by the \$50 million (split 50/50 between the City and the County) set aside by Blueprint 2000 for stormwater and water quality retrofits from its 80% share of the Sales Tax Extension dedicated to the agency.

Construction started in June 2018 and is expected to last for 15 months (estimated completion by 10/1/2020).

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 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
125 Grants	0	2,327,579	0	0	0	0	0	0	0	2,327,579
305 Capital Improvements	0	1,100,000	0	0	0	0	0	0	0	1,100,000
309 Sales Tax - Extension	0	1,991,449	0	0	0	0	0	0	0	1,991,449
	0	5,419,028	0	0	0	0	0	0	0	5,419,028

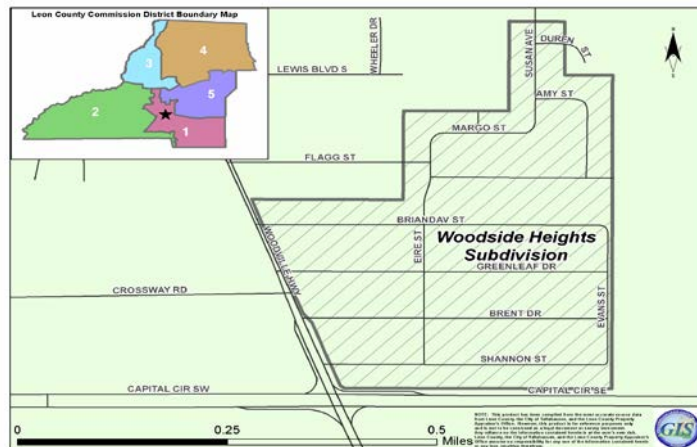
Policy/Comprehensive Plan Information

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 2019 - 2023 Capital Improvement Program

Woodside Heights Sewer Project - NFWFMD

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **061002** Capital Improvement: **N/A**
 Service Type: **Physical Environment** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Initiative: **EN1, EN2**

Project Description/Justification

In FY 2018, the Florida Department of Environmental Protection assumed management of the grant from the Northwest Florida Water Management District. This project was closed for accounting purposes and all unspent funds were re-budgeted under project #061003 (Woodside Heights Sewer Project – FDEP).

Strategic Initiative

N/A

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
125 Grants	411,427	60,994	78,745	0	0	0	0	0	0	472,421
309 Sales Tax - Extension	0	8,229	8,229	0	0	0	0	0	0	8,229
	411,427	69,223	86,974	0	0	0	0	0	0	480,650

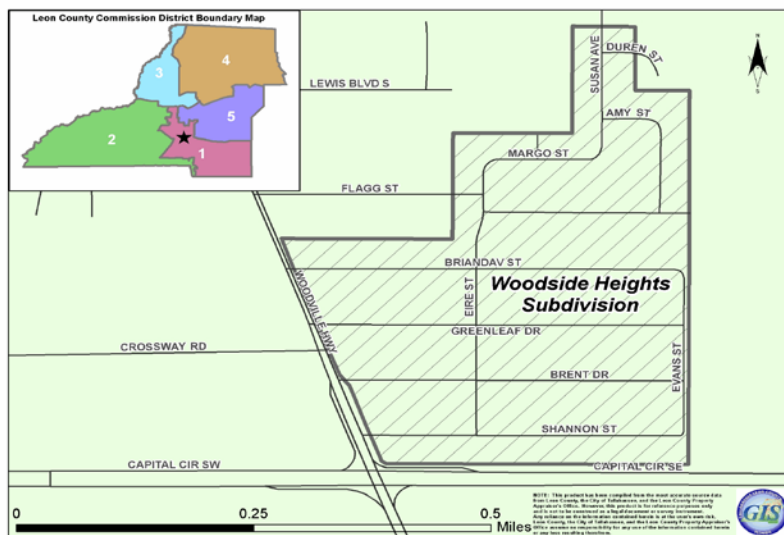
Policy/Comprehensive Plan Information

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 2019 - 2023 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 - Carryforward** Strategic Priority: **EN1, EN2**

Project Description/Justification

This project will provide the design of the central sanitary sewer collection system in the Woodville Rural Community, the transmission system connecting to the City of Tallahassee's system and the purchase of the required lift station sites. An estimated 1,300 septic tanks will be removed as part of this project. The project implements the Upper Wakulla River Basin Management Action Plan to reduce nitrogen loadings to Wakulla Springs by designing central sewer for the Woodville Rural Community. This is a 50/50 grant-match funded project with the match funding being provided by the County. Subsequent funding will be pursued for construction of the collection and transmission system being designed under this Phase of the Woodville Septic to Sewer Project. The Actual design is expected to start in summer 2018. Pursuant to the preliminary project schedule, the final design should be completed in May 2020.

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

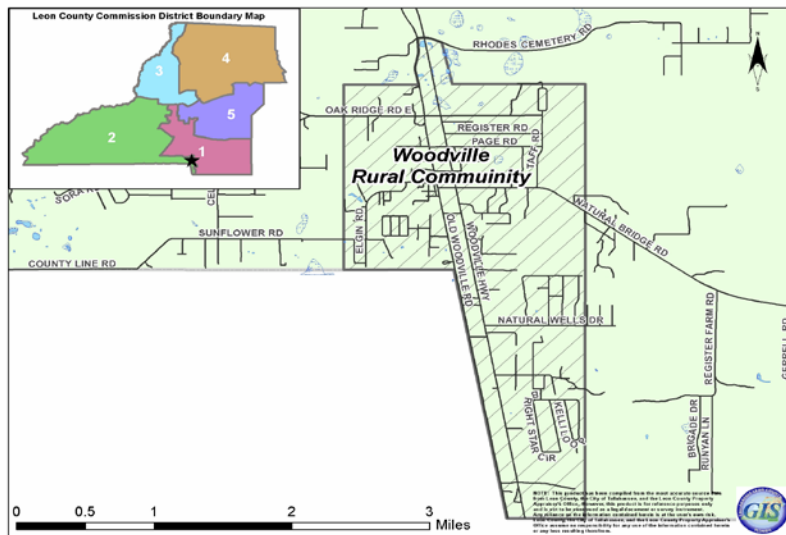
Funding Source	Life To Date FY 2017	Adjusted Budget FY 2018	Year To Date FY 2018	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	5 Year Total	Total Project Cost
125 Grants	0	1,500,000	0	0	0	0	0	0	0	1,500,000
305 Capital Improvements	539	1,500,000	0	0	0	0	0	0	0	1,500,539
	539	3,000,000	0	0	0	0	0	0	0	3,000,539

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 2019 – 2023 Capital Improvement Program

Transportation

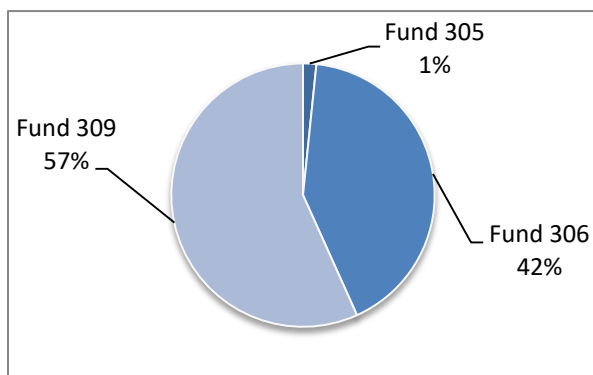
Overview

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 2019 include Arterial/Collector and Local Road Resurfacing, Sidewalk Program, Community Safety & Mobility, and Open Graded Cold Mix Maintenance & Resurfacing.

Funding Sources

Chart 24.8 illustrates 57% or (\$4,345,350) of the Sales Tax Extension (Fund 309) funds the FY 2019 transportation budget. The Gas Tax (Fund 306) funds 42% (\$3,189,845) and Capital Improvement (Fund 305) funds the remaining 1% (\$125,000).

Chart 24.8
FY 2019 Transportation Projects
By Funding Source



Managing Departments

Table 24.15 shows Engineering Services will manage 80% of the FY 2019 Transportation capital improvement projects. Fleet Management will manage 1 project and Public Works - Operations will manage 2 projects, or the remaining 20% of the FY 2019 transportation projects.

Table 24.15
FY 2019 Transportation Projects
By Managing Department

Managing Department	# of Projects	FY 2019 Budget
Engineering Services	12	6,079,995
Fleet Management	1	845,000
Public Works Operations	2	735,200
Total	15	\$7,660,195

Operating Budget Impacts

Table 25.14 shows the estimated impacts that some Transportation projects have on the operating budget. Impacts are shown in the fiscal year which they are anticipated to begin as well as the out-years that are affected by additional operating costs. These impacts are only estimates and are subject to change.

Table 25.16
FY 2019 Transportation Operating Budget Impacts

Project	Project #	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate	FY 2022 Estimate	FY 2023 Estimate
Street Lights Programs	057013	10,000	10,000	10,000	10,000	10,000
Total		\$10,000	\$10,000	\$10,000	\$10,000	\$10,000

Leon County Fiscal Year 2019 – 2023 Capital Improvement Program

Transportation Index

Page	Project	#	Life to Date FY 2017	Adj Bud FY 2018	FY 2019 Budget	FY19-FY23 Total	Project Total
25-111	2/3rds Tower Oaks Private Road Paving	057917	-	594,821	-	-	594,821
25-112	Arterial & Collector Roads Pavement Markings	026015	912,822	138,821	135,200	676,000	1,727,643
25-113	Arterial/Collector and Local Road Resurfacing	056001	38,239,450	5,806,579	3,320,350	17,081,946	61,127,975
25-114	Beech Ridge Trail	054010	242,734	3,928	-	-	246,662
25-115	Community Safety & Mobility	056005	8,376,872	1,725,341	425,000	620,000	10,722,213
25-116	Intersection and Safety Improvements	057001	8,597,869	5,077,684	-	2,095,850	15,771,403
25-117	Magnolia Drive Multi-Use Trail	055010	2,896,825	5,635,704	-	-	8,532,529
25-118	Old Bainbridge Road Safety Improvements	053007	-	425,071	100,000	100,000	525,071
25-119	Open Graded Cold Mix Maintenance/Resurfacing	026006	13,580,549	1,176,311	600,000	3,000,000	17,756,860
25-120	Public Works Design and Engineering Services	056011	298,781	138,434	100,000	500,000	937,215
25-121	Public Works Vehicle/Equipment Replacement	026005	10,654,976	958,108	845,000	3,146,000	14,759,084
25-122	Sidewalk Program	056013	2,327,901	3,664,546	1,509,645	12,622,756	18,615,203
25-123	Springhill Road Bridge Rehabilitation	051008	-	350,500	-	-	350,500
25-124	Street Lights Program - Unincorporated Areas	057013	-	250,000	125,000	125,000	375,000
25-125	Transportation and Stormwater Improvements	056010	10,039,678	3,250,010	500,000	3,695,000	16,984,688
Transportation Total			96,168,457	29,195,858	7,660,195	43,662,552	169,026,867

The Capital Improvement projects highlighted are fully funded in FY 2018. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2019 - 2023 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 Priority: **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.

The initial cost estimate for the improvements is \$594,821, which will ultimately be borne by property owners through a special assessment upon those abutting parcels that are determined by the County to receive a special benefit from the improvements. The County will fund the cost until the project is complete and the special assessments levied, which will allow the property owners to pay for the improvements over a period of time. One hundred percent (100%) of all right-of-way that is needed for the project will be donated to the County before the County commences construction of the improvements.

Strategic Initiative

N/A

Financial Summary

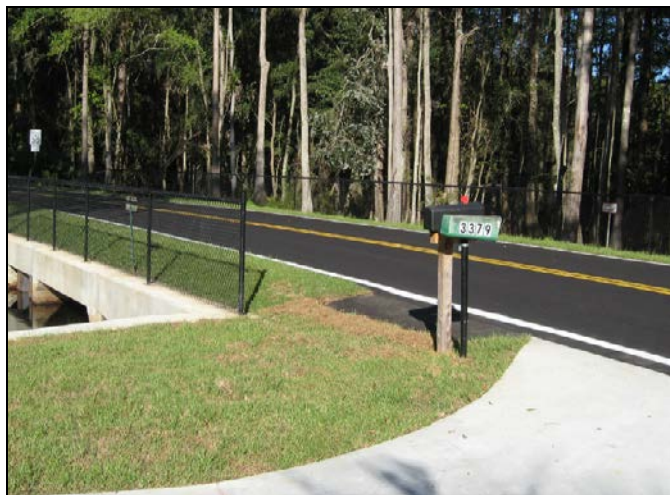
Funding Source	Life To Date FY 2017	Adjusted Budget FY 2018	Year To Date FY 2018	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	594,821	0	0	0	0	0	0	0	594,821
	0	594,821	0	0	0	0	0	0	0	594,821

Policy/Comprehensive Plan Information

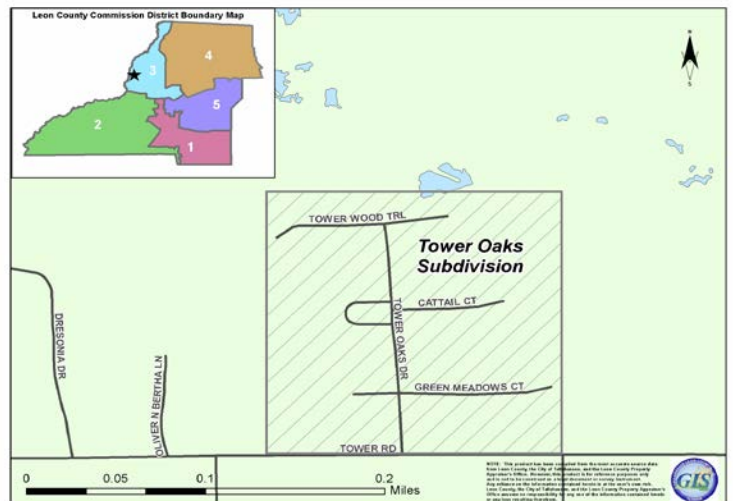
Pursuant to Chapter 16, Article II of the Code of Laws of Leon County, entitled "Improvements to Roads," the County received requests for road improvements from the owners of not less than two-thirds (67%) of the parcels in the Tower Oaks Subdivision.

Operating Budget Impact

N/A



Private Road Paving



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Beech Ridge Trail

Dept/Div: **Engineering Services**
 Project #: **054010**
 Service Type: **Transportation**
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **Yes**
 Capital Improvement: **Roadways**
 Level of Service Standard: **N/A**
 Strategic Initiative: **EC1**

Project Description/Justification

This project is for the extension of Beech Ridge Trail from Kinhega Drive to Bannerman Road in accordance with the Mediated Settlement Agreement approved by the Board on February 12, 2002. This project includes a curb and gutter section roadway with underground drainage, bike lanes, and sidewalks.

As part of the Agreement, the Developer assumed most of the responsibility for this road construction with the County to complete the road across the Kinhega right-of-way and construction of a roundabout intersection.

All construction was completed in FY 2018. The remaining project balance will be used in FY 2019 to support tree mitigation in the roundabout.

Strategic Initiative

N/A

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
125 Grants	242,734	3,928	0	0	0	0	0	0	0	246,662
	242,734	3,928	0	0	0	0	0	0	0	246,662

Policy/Comprehensive Plan Information

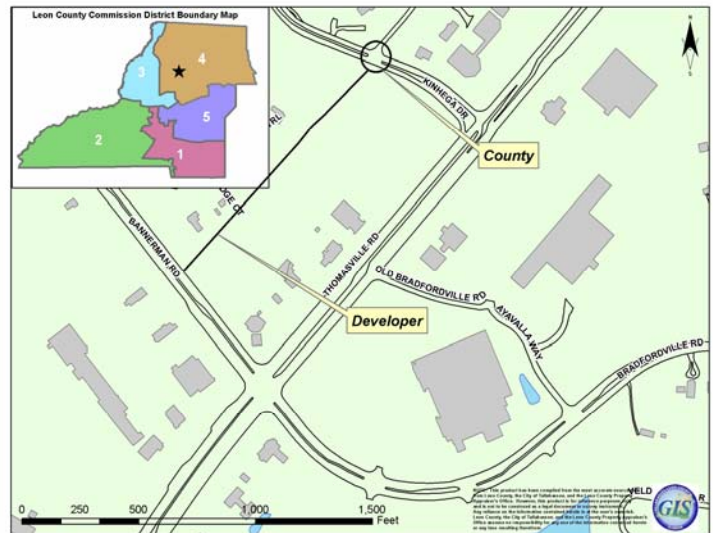
Comprehensive Plan Reference: INTERGOVERNMENTAL TRANSPORTATION PLANNING Objective 1.11: [T] Develop the traffic circulation system in Tallahassee and Leon County in conjunction with the programs of the Tallahassee-Leon County Metropolitan Planning Organization, the Florida Department of Transportation, the City of Tallahassee and Leon County.

Operating Budget Impact

This project will result in the creation of new stormwater treatment facilities which will impact the operating budget of the Division of Operations. This project will also result in the creation of additional areas to be resurfaced which will be addressed in the Arterial/Collector Resurfacing project.



Kinhega Roundabout leading to Beechridge Trail



Leon County Fiscal Year 2019 - 2023 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** Strategic Priority: **EN4, Q6**

Project Description/Justification

This project is for the planning, design, and construction of sidewalks, bikeways, and traffic calming devices. Upon special approval from the Board, it can also be used to acquire rights-of-way necessary for the construction of these facilities. On May 12, 2015, the Board approved the revised Sidewalk Eligibility Criteria and Implementation Policy and the Safe Routes to Schools and Community Sidewalk Enhancements Tier Prioritization Lists.

This project is currently funded by the 10% share of the Sales Tax Extension dedicated to Leon County.

The Sidewalk Program capital project on page 25-128 solely addresses sidewalk projects.

Strategic Initiative

N/A

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
125 Grants	36,221	0	0	0	0	0	0	0	0	36,221
306 Transportation Improvements	479,706	0	0	0	0	0	0	0	0	479,706
308 Sales Tax	1,053,998	0	0	0	0	0	0	0	0	1,053,998
309 Sales Tax - Extension	6,806,947	1,725,341	43,643	425,000	195,000	0	0	0	620,000	9,152,288
	8,376,872	1,725,341	43,643	425,000	195,000	0	0	0	620,000	10,722,213

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 2019 - 2023 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 Priority:	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.

Intersections under construction:
N/A

Intersection improvements currently in design:
Blair Stone/Old St. Augustine, North Monroe Street/Crowder, Old Bainbridge/Portland, Harpers Ferry/Centerville, and Dempsey Mayo Road/Emerald Chase

Future intersection improvements to be addressed in response to concurrency requirements:
Old Bainbridge/Capital Circle NW

Intersection improvements completed:
Rhoden Cove/Meridian
Geddie & US 90
Aenon Church & SR 20
Medallion Way/Buck Lake Road
Geddie & SR 20 Signalization

This project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County. The project funding will shift 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 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
125 Grants	369,140	13,121	0	0	0	0	0	0	0	382,261
306 Transportation Improvements	451,465	0	0	0	0	0	0	0	0	451,465
308 Sales Tax	7,604,551	4,503,735	51,738	0	0	0	0	0	0	12,108,286
309 Sales Tax - Extension	172,713	560,828	8,611	0	250,000	0	0	0	250,000	983,541
351 Sales Tax - Extension 2020	0	0	0	0	345,850	500,000	500,000	500,000	1,845,850	1,845,850
	8,597,869	5,077,684	60,349	0	595,850	500,000	500,000	500,000	2,095,850	15,771,403

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 realized by the cost to the County 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 are budgeted in the operating budget of the Division of Operations.

Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Magnolia Drive Multi-Use Trail

Dept/Div: **Engineering Services**
 Project #: **055010**
 Service Type: **Transportation**
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **N/A**
 Capital Improvement: **N/A**
 Level of Service Standard: **N/A**
 Strategic Priority: **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 2000) approved the modified design approach. Some of the phases will be combined for construction.

- Phase 1 - South Meridian Road to Pontiac Drive (completed January 2017)
- Phase 2A - Pontiac Drive to east of Alban Avenue (includes Traffic Signal installation at Jim Lee Road and Magnolia Drive, design to be completed in Fall 2018)
- Phase 2B - East of Alban Avenue to Diamond Street (design to be completed in Fall 2018)
- Phase 3 - Diamond Street to Apalachee Parkway (design to be completed in Fall 2018)
- Phase 4 - Multiuse Trail from South Meridian Road to South Monroe Street (design to be completed in Fall 2018)
- 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 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
125 Grants	2,732,751	5,436,374	39,315	0	0	0	0	0	0	8,169,125
309 Sales Tax - Extension	164,074	199,330	0	0	0	0	0	0	0	363,404
	2,896,825	5,635,704	39,315	0	0	0	0	0	0	8,532,529

Policy/Comprehensive Plan Information

Sidewalk Policy

Operating Budget Impact

N/A



Magnolia Drive near South Meridian Road



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Old Bainbridge Road Safety Improvements

Dept/Div: **Engineering Services** Comp Plan CIE Project: **N/A**
 Project #: **053007** Capital Improvement: **N/A**
 Service Type: **Transportation** Level of Service Standard: **N/A**
 Status: **Existing Project** Strategic Priority: **EC1**

Project Description/Justification

This project will be completed in three segments. The first segment addresses lane departure type crashes along Old Bainbridge Road in the vicinity of Knots Lane, while considering the canopy protection zone limitations. The existing roadway is a 2 lane, 2-way paved County collector road and has two 11' lanes with minimum or no shoulders in some areas. The roadway has no sidewalks, median, bike lanes, or street lighting. This project is supported by FHWA funds through an Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreement. The federal funding of \$54,000 was made available in FY 2018.

The Tharpe Street to Capital Circle NW 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, increase the hazardous conditions of this section of roadway. Proposed countermeasures include minor shoulder pavement, limited piping of steep ditches directly adjacent to edge of pavement, new signage, upgraded pavement markings, delineators, and shielding of obstructions in limited circumstances. FDOT LAP funding of \$75,000 will be available in FY 2019 for design, and \$330,000 funding for construction in FY 2020. Funding will be budgeted upon LAP Agreement execution.

The US 27 to County Line segment of the roadway is approximately 3.6 miles long and is outside the Canopy Road Protection Zone. Proposed countermeasures include limited piping of steep ditches at selected sharp curves, new signage, upgraded pavement markings, delineators, and shielding of obstructions in limited circumstances. Design began in FY 2018, followed by construction anticipated in FY 2019. The costs for this segment of the project will be offset by funding from the FDOT. FDOT LAP funding of \$49,000 was made available in FY 2018 for design, and \$522,000 funding for construction in FY 2019. The overall design funding needed in FY 2018 is \$103,071 for both Old Bainbridge Road in the vicinity of Knots Lane and Old Bainbridge Road from US 27 to County Line. The \$322,000 allocated for construction of the two segments may not be sufficient. The available grant amount is approximately \$650,000 for construction. There will be new LAP agreements/amendments to the current LAP agreements to encumber the federal funds for construction.

Strategic Initiative

N/A

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
125 Grants	0	103,071	0	0	0	0	0	0	0	103,071
306 Transportation Improvements	0	322,000	0	100,000	0	0	0	0	100,000	422,000
	0	425,071	0	100,000	0	0	0	0	100,000	525,071

Policy/Comprehensive Plan Information

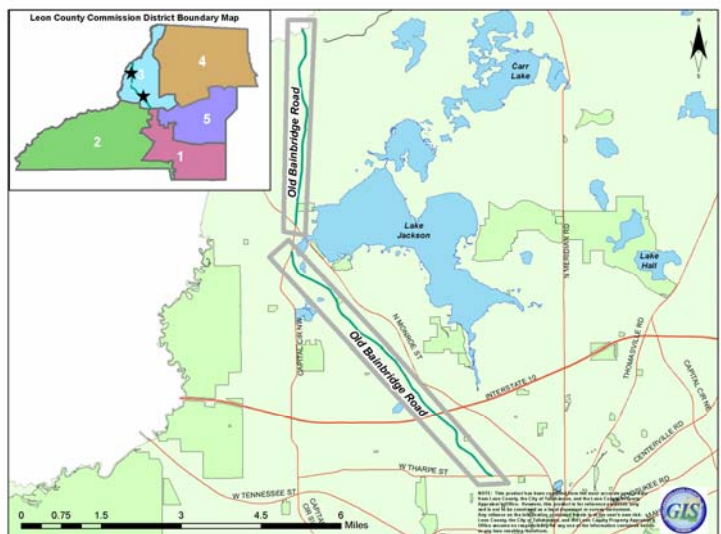
Comprehensive Plan Reference: GOAL 1: [M] (Effective 12/15/11) **MOTORIZED, BICYCLE, AND PEDESTRIAN CIRCULATION** Establish and maintain a safe, convenient, energy efficient, and environmentally sound automobile, transit, bicycle and pedestrian transportation system, capable of moving people of all ages and abilities as well as goods.

Operating Budget Impact

N/A



Old Bainbridge Road Roundabout



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Open Graded Cold 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 Priority: **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. Prior to its sunset, the Alternative Stabilization Program was successful in stabilizing approximately 50 miles of County maintained dirt roads. Since the sunset of the Alternative Stabilization Program, maintenance on these roads is performed by the Division of Operations' Transportation Program.

As Open Grade Mix roads age, it can be anticipated that these older roads will require a higher degree of maintenance (i.e. patching and rejuvenation) than in recent years. It can further be anticipated that some of these roads will require resurfacing. Additionally, permitting requirements on the County's Open Grade Mix roads require that porosity within the Open Grade 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 Sales Tax Extension dedicated to Leon County. The funding will shift to the County's 10% share of the 2nd Sales Tax Extension (Blueprint 2020) in January 2020.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 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
306 Transportation Improvements	415,987	0	0	0	0	0	0	0	0	415,987
308 Sales Tax	12,314,221	0	0	0	0	0	0	0	0	12,314,221
309 Sales Tax - Extension	850,341	1,176,311	266,669	600,000	0	0	0	0	600,000	2,626,652
351 Sales Tax - Extension 2020	0	0	0	0	600,000	600,000	600,000	600,000	2,400,000	2,400,000
	13,580,549	1,176,311	266,669	600,000	600,000	600,000	600,000	600,000	3,000,000	17,756,860

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 2019 - 2023 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 Priority:	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 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. Currently, the Sidewalk Program is the highest priority transportation capital project, comparing the project scale to projected gas tax revenue.

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 will shift to the 2nd sales tax extension that will take effect January 2020.

The Community Safety and Mobility capital project on page 25-120 funds some sidewalk projects as well as bikeways and traffic calming devices.

Strategic Initiative

N/A

Financial Summary

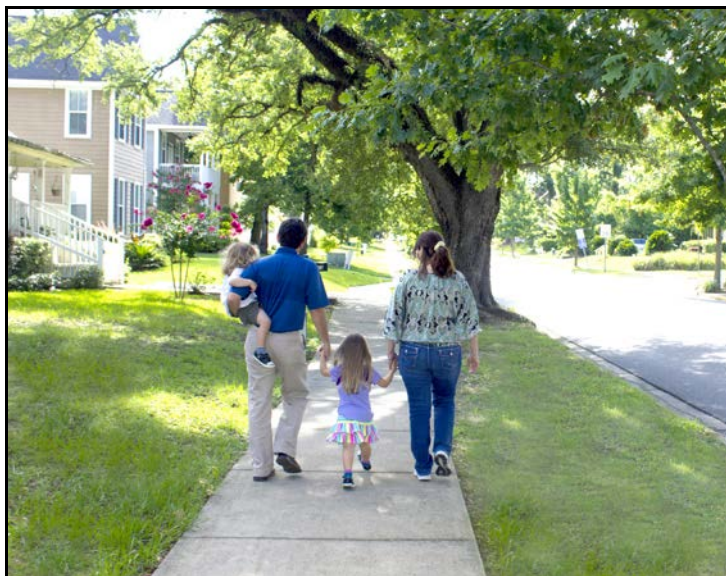
Funding Source	Life To Date FY 2017	Adjusted Budget FY 2018	Year To Date FY 2018	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	2,327,901	3,664,546	683,239	1,509,645	1,547,408	1,586,073	1,625,735	1,666,395	7,935,256	13,927,703
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	0	937,500	1,250,000	1,250,000	1,250,000	4,687,500	4,687,500
	<u>2,327,901</u>	<u>3,664,546</u>	<u>683,239</u>	<u>1,509,645</u>	<u>2,484,908</u>	<u>2,836,073</u>	<u>2,875,735</u>	<u>2,916,395</u>	<u>12,622,756</u>	<u>18,615,203</u>

Policy/Comprehensive Plan Information

Sidewalk Policy

Operating Budget Impact

N/A



Sidewalk

Leon County Fiscal Year 2019 - 2023 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 Priority: **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's 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.

Construction will begin Spring 2019.

Strategic Initiative

N/A

Financial Summary

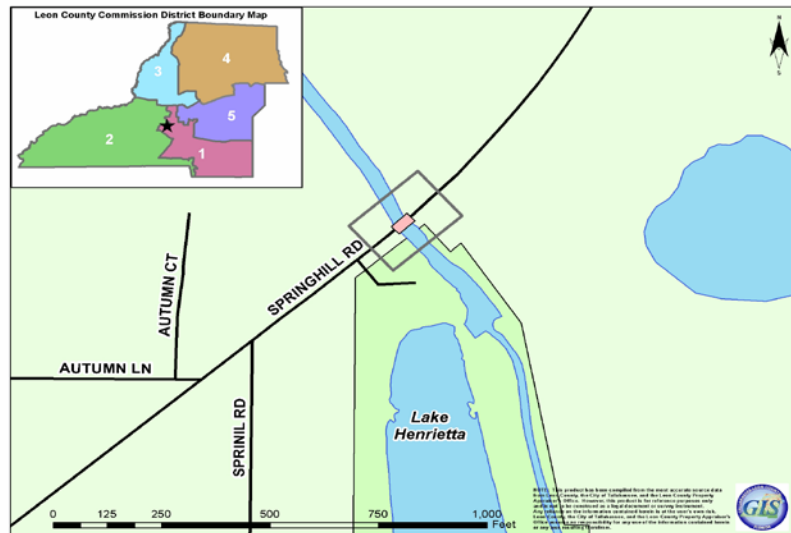
Funding Source	Life To Date FY 2017	Adjusted Budget FY 2018	Year To Date FY 2018	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	0	350,500	0	0	0	0	0	0	0	350,500
	0	350,500	0	0	0	0	0	0	0	350,500

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2019 - 2023 Capital Improvement Program

Street Lights Program - Unincorporated Areas

Dept/Div:	Engineering Services	Comp Plan CIE Project:	N/A
Project #:	057013	Capital Improvement:	N/A
Service Type:	Transportation	Level of Service Standard:	N/A
Status:	Existing Project	Strategic Priority:	Q3

Project Description/Justification

This project is for the placement of street lights in the unincorporated areas on County roads and intersections. To ensure the timely progress of this project, on July 12, 2016, \$125,000 was appropriated in FY 2016 to fund street lights placement.

On February 7, 2017, the County adopted the Street Lighting Eligibility Criteria and Implementation Policy and approved a list of projects for implementation. An annual budget of \$125,000 was established for an estimated three to four projects per year for various types of roadways that may warrant the placement of street lights by the County. Starting in FY 2020, this project will close and the Street Lights Program will be funded through the Blueprint 2020 Livable Infrastructure for Everyone (LIFE) Program (page 25-77).

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. (2016-33)

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	0	250,000	21,181	125,000	0	0	0	0	125,000	375,000
	0	250,000	21,181	125,000	0	0	0	0	125,000	375,000

Policy/Comprehensive Plan Information

Street Lights Programs ordinance and policy.

Operating Budget Impact

Operations' budget was increased by \$10,000 in FY 2017 to address the increased utility and maintenance costs for new street lights.

Leon County Fiscal Year 2019 - 2023 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 Priority: **EC1, EN1**

Project Description/Justification

On January 29, 2009, the Board conducted a Workshop to address the need for Transportation and/or Stormwater projects to mitigate or alleviate community impacts during and after major storm events. The following is a combination of the Tropical Storm Faye projects (most of which are complete) and stormwater needs identified by citizens and regulatory agencies to alleviate flooding and/or enhance the environment.

Projects Pending Construction:

Raymond Tucker Road
 Miccosukee Road Drainage Improvements
 Chadwick Way Culvert Upgrade
 Miccosukee at Georgia Intersection Drainage

Projects Under Design:

Ben Blvd. Phase II Frontier Estates Drainage Improvements
 Centerville Trace Pond Repair

Scheduled Improvement Projects:

Maylor and Taylor Roads

Completed Projects:

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.

Strategic Initiative

N/A

Financial Summary

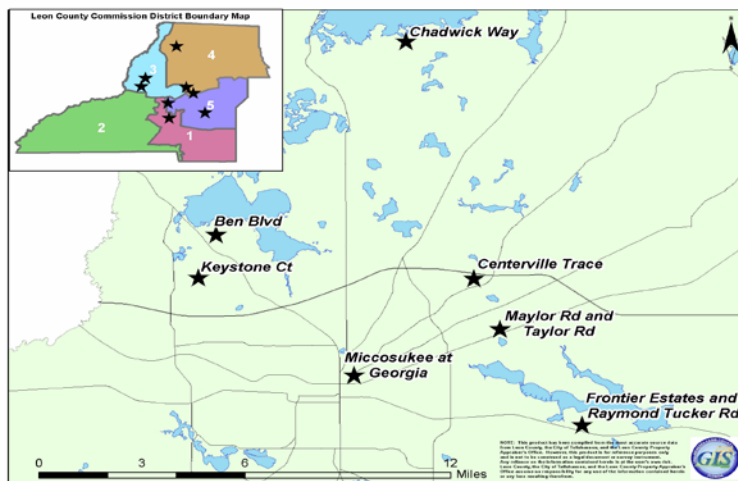
Funding Source	Life To Date FY 2017	Adjusted Budget FY 2018	Year To Date FY 2018	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	9,286,540	151,954	74,308	0	0	0	0	0	0	9,438,494
306 Transportation Improvements	753,138	3,098,056	80,000	500,000	1,120,000	725,000	850,000	500,000	3,695,000	7,546,194
	10,039,678	3,250,010	154,308	500,000	1,120,000	725,000	850,000	500,000	3,695,000	16,984,688

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 2019 Adopted Budget

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County Charter

SECTION 1. HOME RULE CHARTER.

The proposed Home Rule Charter of Leon County, Florida, shall read as follows:

PREAMBLE

We, the citizens of Leon County, Florida, united in the belief that governmental decisions affecting local interests should be made locally, rather than by the State, and that County government should be reflective of the people of the County and should serve them in achieving a more responsive and efficient form of government and in order to empower the people of this County to make changes in their own government, do ordain and establish this Home Rule Charter for Leon County, Florida.

ARTICLE I. CREATION, POWERS AND ORDINANCES OF HOME RULE CHARTER GOVERNMENT

Sec. 1.1. Creation and general powers of Home Rule Charter government.

The County shall have all powers of self-government not inconsistent with general law, with special law approved by vote of the electors, or with this Charter. The County shall have all county and municipal powers of self-government granted now or in the future by the Constitution and laws of the State of Florida.

Sec. 1.2. Body corporate, name, and boundaries.

Leon County shall be a body corporate and politic. The corporate name shall be Leon County, Florida. The County seat and boundaries shall be those designated by law on the effective date of this Home Rule Charter.

Sec. 1.3. Construction.

The powers granted by this Home Rule Charter shall be construed broadly in favor of the charter government. The specified powers in this Charter shall not be construed as limiting, in any way, the general or specific power of the government as stated in this article. It is the intent of this article to grant to the charter government full power and authority to exercise all governmental powers necessary for the effective operation and conduct of the affairs of the charter government.

Sec. 1.4. County Purposes.

The County, operating under this Charter, shall have all special powers and duties which are not inconsistent with this Charter, heretofore granted by law to the Board of County Commissioners, and shall have such additional county and municipal powers as may be

required to fulfill the intent of this Charter.

Sec. 1.5. Municipal Purposes.

The County shall have all necessary municipal powers to accomplish municipal purposes within the County.

In the event the Board of County Commissioners levies the Municipal Public Services Tax on utilities, any additional recurring or non-recurring fee or charge imposed on a utility relating to the use or occupation of the public rights-of-way shall not exceed what is reasonably necessary to properly monitor and enforce compliance with the County's rules and regulations concerning placement and maintenance of utility facilities in the public rights-of-way.

Sec. 1.6. Relation to Municipal Ordinances.

(1) Except as otherwise provided by law or this Charter, municipal ordinances shall prevail over County ordinances to the extent of any conflict within the boundaries of the municipality. To the extent that a county ordinance and a municipal ordinance shall cover the same subject without conflict, then both the municipal ordinance and the county ordinance shall be effective, each being deemed supplemental to the other.

(2) *Minimum Environmental Regulations.* County ordinances shall establish minimum standards, procedures, requirements and regulations for the protection of the environment and shall be effective within the unincorporated and incorporated areas of the County. Such standards, procedures, requirements and regulations shall include, but shall not be limited to, tree protection, landscaping, aquifer protection, stormwater, protection of conservation and preservation features, and such other environmental standards as the Board of County Commissioners determines to be necessary for the protection of the public health, safety, and welfare of the citizens throughout Leon County. Standards shall be designed to place emphasis on supporting healthy natural systems occurring in the environment. However, nothing contained herein shall prohibit a municipality from adopting ordinances, standards, procedures, requirements or regulations establishing a more stringent level of environmental protection within the incorporated areas of the County. (Ord. No. 2010-22, § 8-17-10)

Sec. 1.7. Transfer of Power.

Whenever a municipality, special district or agency shall request by a majority vote of the governing body the performance or transfer of a function to the County, the County is so authorized by a majority vote of the Board of County Commissioners to have the power and authority to assume and perform such functions and obligations. This section does not authorize a transfer in violation of Article VIII, § 4 of the

Leon County Fiscal Year 2019 Adopted Budget

County Charter

Constitution of Florida.

Sec. 1.8. Division of Powers.

This Charter establishes the separation between legislative and administrative functions of this government. The establishment and adoption of policy shall be the responsibility of the Board of County Commissioners and the execution of that policy shall be the responsibility of the County Administrator.

Sec. 1.9. Relation to State Law.

Special laws of the state legislature relating to or affecting Leon County and general laws of local application which apply only to Leon County, except those laws relating exclusively to a municipality, the school board, or a special district, shall be subject to approval by local referendum to the extent that they are not in conflict with this Charter. All special laws so approved shall become ordinances, and may be subject to amendment or repeal by the Board of County Commissioners.

ARTICLE II. ORGANIZATION OF COUNTY GOVERNMENT

Sec. 2.1. Elected Commission and appointed County Administrator form of government.

Leon County shall operate under an elected County Commission and an appointed County Administrator form of government with separation of legislative and executive functions in accordance with the provisions of this Home Rule Charter. The legislative responsibilities and powers of the County shall be assigned to, and vested in, the Board of County Commissioners. The executive responsibilities and power of the County shall be assigned to, and vested in, the County Administrator, who shall carry out the directives and policies of the Board of County Commissioners and enforce all orders, resolutions, ordinances and regulations of the Board, the Charter and all applicable general law to assure that they be faithfully executed.

Sec. 2.2. Legislative Branch.

(1) The County Commission.

The governing body of the County shall be a Board of County Commissioners composed of seven (7) Members serving staggered terms of four (4) years. There shall be one (1) Commissioner elected for each of the five (5) County Commission districts, established pursuant to general law or by ordinance, and they shall be elected by the electors of that district. There shall be two (2) At-large Commissioners elected on a countywide basis by the electors of the County. Elections for all seven (7) members of the County Commission shall be non-partisan. Each candidate for

the office of district County Commissioner shall reside within the district from which such candidate seeks election at the time of qualifying to run for that office, and during the term of office each Commissioner shall reside in the district from which such Commissioner ran for office, provided that any Commissioner whose residence is removed from a district by redistricting may continue to serve during the balance of the term of office.

(2) Redistricting.

Redistricting of County Commission district boundaries shall be in accordance with general law, changed only after notice and a public hearing as provided by general law.

(3) Salaries and Other Compensation.

Salaries and other compensation of the County Commissioners shall be established by ordinance, and salary shall not be lowered during an officer's term in office.

(4) Authority.

The Board of County Commissioners shall exercise all legislative authority provided by this Home Rule Charter in addition to all other powers and duties authorized by general law or special law approved by a vote of the electorate.

(5) Vacancies.

A vacancy in the office of County Commissioner shall be defined and filled as provided by general law.

(6) Administrative Code.

The County Commission shall adopt an administrative code in accordance with general law.

(7) Limitation on Campaign Contributions.

No candidate for any County office for which compensation is paid shall accept any contribution from any contributor, including a political committee, as defined by state law, in cash or in kind, in an amount in excess of \$250 per election.
(Ord. No. 2010-21, § 1, 8-17-10)

Sec. 2.3. Executive Branch.

(1) The County Administrator.

(A) The County Administrator shall be appointed by an affirmative vote of a majority plus one (1) of the entire membership of the Board of County Commissioners. The County Administrator shall serve at the pleasure of the Board of County Commissioners until such time as the County Administrator shall be removed by a vote for removal of a majority plus one (1) of the entire membership of the Board of County

Leon County Fiscal Year 2019 Adopted Budget

County Charter

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 79a0 of the Florida Constitution. However, nothing contained herein shall prevent a County Commissioner from discussing any county policy or program with a citizen or referring a citizen complaint or request for information to the County Administrator or County Attorney.

(Ord. No. 2010-23, § 1, 8-17-10; Ord. No. 2010-24, § 1, 8-17-10; Ord. No. 2010-25, § 1, 8-17-10)

Sec. 2.4. County Attorney.

(1) There shall be a County Attorney selected by the Board of County Commissioners who shall serve at the pleasure of, and report directly to, the Board of County Commissioners, and shall reside within the County during his/her tenure as County Attorney.

(A) The County Attorney shall provide legal services to the Board of County Commissioners, the County Administrator, and County departments, boards and agencies organized under the Board of County Commissioners.

(B) The compensation of the County Attorney shall be fixed by the Board of County Commissioners at a level commensurate with the responsibilities of the position with performance appraisals conducted by the Board of County Commissioners at least annually.

ARTICLE III. ELECTED COUNTY CONSTITUTIONAL OFFICERS

Sec. 3.1. Preservation of Constitutional Offices.

The offices of the Sheriff, Property Appraiser, Tax Collector, Clerk of the Circuit Court and Supervisor of Elections shall remain as independently elected constitutional offices, and the status, powers, duties and functions of such offices, shall not be altered by this Home Rule Charter, or any revisions or amendments hereto, except as provided in Section 5.2 below. The constitutional officers shall perform their executive and administrative functions as provided by law.

Sec. 3.2. Non-Partisan Elections.

(1) Non-Partisan Offices.

The Supervisor of Elections shall be non-partisan.

(A) Non-Partisan Election Procedures.

If three or more candidates, none of whom is a write-in candidate, qualify for such office, the names of those candidates shall be placed on a non-partisan ballot at the first primary election. If no candidate for such office receives a majority of the votes cast for such office in the first primary election, the names of the two candidates receiving the highest number of votes for such office shall be placed on the general election ballot.

(B) Qualification by Petition.

A candidate for non-partisan office may qualify for election to such office by means of the petitioning process provided in general law.

Sec. 3.3. Clerk Auditor.

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(1) The Leon County Clerk of the Court shall serve as the Auditor to the Commission as specified by law. The Clerk shall employ a Certified Internal Auditor, Certified Public Accountant, or such other person qualified by education or experience in governmental accounting, internal auditing practices and fiscal controls, which shall include at least five (5) years experience in professional accounting, auditing, governmental fiscal administration or related experience, unless the Clerk holds such qualifications. The Board of County Commissioners shall fund the audit function of the Clerk.

(2) Audit Committee.

There shall be a five member Audit Committee of which two members shall be appointed by the County Commission and three by the Clerk. The Audit Committee shall adopt an annual plan of work for the Auditor and shall oversee the work of the Auditor. The Audit Committee members shall be residents of Leon County, none of whom may be an employee or officer of County government, and who have experience as a public accountant, internal auditor, or as a financial manager for a public, private or not for profit institution. The purpose of the Committee is to promote, maintain, and enhance the independence and objectivity of the internal audit function by ensuring broad audit coverage, adequate consideration of audit reports, and appropriate action on recommendations. Clerk shall provide for the organization and duties of the audit committee, including membership terms, voting procedures, officers, sub-committees, meeting schedules and staff support.

Sec. 3.4. Limitations on campaign contributions.

No candidate for any County office for which compensation is paid shall accept any contribution from any contributor, including a political committee, as defined by state law, in cash or in kind, in an amount in excess of \$250 per election. (Ord. No. 2010-21, § 1, 8-17-10)

ARTICLE IV. POWERS RESERVED TO THE PEOPLE: INITIATIVE AND RECALL

Sec. 4.1. Citizen Initiative.

(1) Right to Initiate.

The electors of Leon County shall have the right to initiate County ordinances in order to establish new ordinances and to amend or repeal existing ordinances, not in conflict with the Florida Constitution, general law or this Charter, upon petition signed by at least ten percent (10%) of the total number of electors qualified to vote in the County reflecting ten percent (10%) of the total number of electors qualified to vote

within each of the five (5) commission districts. The total number of electors qualified shall mean the total number of electors qualified to vote in the last preceding general election.

(2) Procedure for Petition.

The sponsor of an initiative shall, prior to obtaining any signatures, submit the text of a proposed ordinance to the Supervisor of Elections, with the proposed ballot summary and the form on which signatures will be affixed and obtain a dated receipt therefore. Any such ordinances shall embrace but one (1) subject and matter directly connected therewith. The sponsor shall cause a notice of such submission to be published within fourteen (14) days thereof in a newspaper of general circulation in the County. The allowable period for obtaining signatures on the petition shall be completed not later than one (1) year after initial receipt of the petition by the Supervisor of Elections. The sponsor shall comply with all requirements of general law for political committees, and shall file quarterly reports with the Supervisor of Elections stating, to the best of the sponsor's information and belief, the number of signatures procured. The time and form of such reports may be prescribed by ordinance. When a sufficient number of signatures are obtained, the sponsor shall thereupon submit signed and dated forms to the Supervisor of Elections, and upon submission, shall pay all fees required by general law. The Supervisor of Elections shall, within sixty (60) days after submission of signatures, verify the signatures thereon, or specify a reason for the invalidity of each rejected signature, if the petition is rejected for insufficiency of the number of valid signatures. If the petition is rejected for insufficiency of the number of signatures, the sponsor shall have an additional thirty (30) days within which to submit additional signatures for verification. The Supervisor of Elections shall, within thirty (30) days of submission of additional signatures, verify the additional signatures. In the event sufficient signatures are still not acquired, the Supervisor of Elections shall declare the petition null and void and none of the signatures may be carried over onto another identical or similar petition.

(3) Consideration by Board of County Commissioners.

Within sixty (60) days after the requisite number of signatures has been verified by the Supervisor of Elections and reported to the Board of County Commissioners, the Board of County Commissioners shall give notice and hold public hearing(s) as required by general law on the proposed ordinance and vote on it. If the Board fails to enact the proposed ordinance it shall, by resolution, call a referendum on the question of the adoption of the proposed ordinance to be held at the next general

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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 Section 125.63, Florida Statutes.

(B) No later than ninety (90) days prior to the general election, the Citizen Charter Review Committee shall deliver to the Board of County Commissioners the proposed amendments or revisions, if any, to the Home Rule Charter, and the Board of County Commissioners shall consider such amendments or revisions to be placed on the general

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election ballot, in accordance with Section 125.64, Florida Statutes.

(C) If the Citizen Charter Review Committee does not submit any proposed Charter amendments or revisions to the Board of County Commissioners at least ninety (90) days prior to the general election, the Citizen Charter Review Committee shall be automatically dissolved.

(3) Amendments Proposed by the Board of County Commissioners.

(A) Amendments to this Home Rule Charter may be proposed by ordinance adopted by the Board of County Commissioners by an affirmative vote of a majority plus one (1) of the memberships of the Board. Each proposed amendment shall embrace but one (1) subject and matter directly connected therewith. Each proposed amendment shall only become effective upon approval by a majority of the electors of Leon County voting in a referendum at the next general election. The Board of County Commissioners shall give public notice of such referendum election at least ninety (90) days prior to the general election referendum date.

(B) If approved by a majority of those electors voting on the amendment at the general election, the amendment shall become effective on the date specified in the amendment, or, if not so specified, on January 1 of the succeeding year.

Sec. 5.3. Severance.

If any provision of this Charter or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the Charter which can be given effect without the invalid provision or application, and to this end the provisions of the Charter are declared severable.

Sec. 5.4. Home Rule Charter effective date.

This Charter shall become effective November 12, 2002.

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Guiding Principles

1. The Board of County Commissioners upholds the importance of the Leon County Home Rule Charter allowing citizen involvement and flexibility in shaping government to best meet the County's unique and changing needs.
2. The County budget will always be balanced, with available revenues equal to appropriations.
3. The County will strive to maintain the lowest dollars spent per County resident, as compared to like-size counties, while retaining the maximum level of service possible.
4. Through citizen input and Commission deliberation, core functions for County government will be identified and the dollars will be allocated accordingly during the budget process.
5. The County will continue to explore opportunities with its governmental counterparts for functional consolidation and/or shared efficiencies.
6. The County will continue to enhance our cooperation and coordination with our Universities and Community College to promote, strengthen, and sustain our community's intellectual capital.
7. The County Administrator will require Program Managers to conduct an annual review and scrutiny of their base budgets when preparing budgets for future years.
8. Consistent with best practices and the Florida Statutes, Leon County will retain an emergency reserve fund of not less than 5%, but not more than 10% of the general operating budget (Policy No. 07-2).
9. Consistent with best practices and the Florida Statutes, Leon County will retain an operating cash reserve fund of not less than 10% but not more than 20% of the general operating budget (Policy No. 07-2).
10. Cash reserves in excess of reserve policies will be utilized to support one time capital projects and/or other one-time expenditures to address unforeseen revenue shortfalls (Policy No. 07-2).
11. Leon County will continue to ensure the useable and safe life of existing infrastructure by providing funding for proper maintenance (Policy No. 93-44).
12. Provide that fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise (Policy No. 92-5).
13. Ensure that capital projects financed through the issuance of bonds will not be financed for a period that exceeds the useful life of the project or the life of the supporting revenue source (Policy No. 93-47), and support conduit financing to promote the economic health of the community.
14. Maintain accounting and reporting practices in conformance with the Uniform Accounting System of the State of Florida and Generally Accepted Accounting Principles (GAAP) (Policy No. 92-4).
15. Ensure that the annual financial and compliance audit of the County's financial records is conducted by an independent firm of certified public accountants whose findings and opinions are published and available for public review (Policy No. 92-4).
16. Will optimize return on investments within the constraints of safety and liquidity through an adopted Investment Policy.
17. Shall establish formal policies and procedures to address amending the budget while allowing the organization to function and react to changing conditions (Policy No. 97-11).
18. The County shall provide a meaningful public input process during the annual budget review which shall, at a minimum, include at least one Board Workshop and two Public Hearings.
19. The County will fully research and employ technology to improve the personal and collective efficiency of county employees.
20. The County will continue to enhance our culture of performance, as we maintain a very low employee per 1,000 population and a "flat" organizational structure, and hold individual employees to high expectations and performance standards. Employees are entrusted with broad authority in their functional areas, expected to respond quickly to requests for service, explore and pursue alternatives to assist the citizenry, attempt to deliver more than what is expected, and are empowered to use professional discretion on the spot to resolve issues and reduce "bureaucracy." These employees are valued and compensation and benefits are commensurate with their responsibilities and competitive in the industry.
21. The County will continue to improve efforts to promote employee innovation, through incentives, recognition and rewards for identifying and implementing program and process improvements that add value to services while producing cost savings.
22. The County will continue to leverage Leon County tax payer dollars to attract federal and state appropriations, reimbursements, and matching grants to realize revenue maximization for the purpose of funding priority projects and programs.

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County Financial Policies & Ordinances

Industrial Development Revenue Bond Financing Policy, No. 81-1

This policy establishes a means for the expansion of local businesses as well as the attraction of new prospective businesses, allowing for diversification and expansion of the local economy.

Accounting and Reporting Policy, No. 92-4

This policy establishes accounting and reporting systems that maintain accounting and reporting practices that conform to the Uniform Accounting System of Generally Accepted Accounting Principles (GAAP). The policy also ensures that the accounting and reporting systems are consistent with the standards set for local governments according to Governmental Accounting and Financial Reporting (GAFR), the National Council on Governmental Accounting (NCGA), and the Governmental Accounting Standards Board (GASB).

Revenues Policy, No. 92-5

This policy establishes revenue practices that: provide for the establishment and maintenance of a diversified revenue system to protect it from fluctuations in any one revenue source; ensure fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise; and ensure that the County does not accept any revenue source whose terms of acceptance or collection may negatively affect the County.

Fiscal Planning Policy, No. 93-44

This policy establishes fiscal planning practices that provide for:

- The annual operating and capital budget to be developed in conformity with the Tallahassee-Leon County Comprehensive Plan.
- The development and review of a Capital Improvement Project budget, containing a 5-year plan for acquisition and improvement of capital investments that is also coordinated with the annual operating budget.

Dues and Memberships Policy, No. 93-46

This policy requires that any dues or memberships paid by Leon County on behalf of an employee shall be detailed in a department/division's annual budget request submission to the Office of Management and Budget. The request will be reviewed for appropriateness with final denial/approval being given by the County Administrator or his/her designee during the development of the tentative budget.

Debt Management and Other Investments Policy, No. 93-47

This policy establishes that debt management and investment practices are established to:

- Ensure that capital projects financed by capital bonds will not be financed for a period that exceeds the useful life of the supporting revenue source.
- Ensure that interest, operating or maintenance expenses will be capitalized only for facilities or enterprise activities and limited to expenses encumbered prior to the operation or improvement of the facility.
- Provide that Leon County's debt will be limited to an amount that will not hinder the County from maintaining sources of available revenues for service of debt at 135% of annual debt service.
- Provide that the County will limit its investments to only the safest types of securities (including the U.S. government or its agencies) and those which provide insurance or the legally required backing of the invested principal.
- Provide that, unless required by market conditions, not more than fifteen percent of the County's investment portfolio will be placed in any one institution other than those securities issued or guaranteed by the US Government or its agencies or the State Board of Administration of the State of Florida.

Amending the Budget Policy, No. 97-11

This policy establishes that for the operation of amending the annual budget, all amendments/transfers will be reviewed by the director of the requesting department/division, followed by the Office of Management and Budget, prior to submission and subsequent approval/denial by the County Administrator and/or the Board of County Commissioners as set forth below:

- Allows program managers to amend their operating budgets and personal services budgets up to 10 percent of the total on an aggregate basis between line items within programs with a \$50,000 cap, upon County Administrator approval.
- Designates the Office of Management and Budget the responsibility for monitoring and enforcing the provisions for amending the budget based upon policies adopted by the Board.

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County Financial Policies & Ordinances

Amending the Budget Policy, No. 97-11(Cont.)

- Allows the County Administrator to authorize intrafund transfers up to \$250,000. Intrafund transfers exceeding \$250,000 and all interfund transfers must be approved by a majority vote of the Board.
- Requests for use of reserves for contingency must be approved by a majority vote of the Board.

Carry Forward Program Policy, No. 98-16

This policy establishes that the Carry Forward Program will provide budget incentives to managers to improve financial management effectiveness and accountability. It allows managers to carry forward a portion or all unexpected end-of-year funds for identifiable projects which will result in increased productivity, cost savings, and/or increased efficiency. Department managers submitting a request to OMB for review, must clearly indicate how the County will realize an increase in productivity, save money, and/or increase efficiency, if approved. Managers of projects funded by the Board in the current fiscal year, which are incomplete, must submit a "Carry Forward Request" requesting the funds be added to the budget of the following fiscal year for the sole purpose of completing the project for which the funds were appropriated. All carry forward requests are presented to the Board prior to November 1 of each year and are based upon the prior approval of the County Administrator.

Revenues - Financial Advisory Committee Policy, No. 00-1

This policy establishes the Financial Advisory Committee which ensures that financial matters which come before the Board have been appropriately and thoroughly reviewed. This committee will make recommendations on financial matters related to the Board and all County boards. Such financial matters may include, but not be limited to, issuance of debt, selection of bond counsel, financial advisory services, bond underwriter services, underwriter counsel, and arbitrage rebate compliance services.

Leon County Investment Policy, No. 17-4

This policy establishes that Leon County's Investment Policy within the context of the County's Investment Ordinance is intended to set the framework within which the County's investment activities will be conducted. It establishes the parameters for investment activity, which may be further, restricted by the Investment Oversight Committee or by investment staff, and provides parameters to limit risk and ensure a broadly diversified portfolio.

Landfill Rate Stabilization Reserve Policy, No. 03-08

This policy establishes the Solid Waste Stabilization Reserve Fund to provide funding for: planned future capital project expenditures, temporary and nonrecurring unexpected capital projects, accommodation of unexpected program mandates from other governmental bodies, extraordinary operating expenses, and operating expenses in order to stabilize rates. All requests for the use of these funds are limited to the operation of the County's landfill and transfer station and must be Board approved.

Discretionary Funding Guidelines Ordinance No. 06-34

This ordinance governs the allocation of discretionary funds and provides the Board a maximum amount of annual funding available in each of the following categories: (a) Community Human Services Partnership Fund (CHSP); (b) Community Human Services Partnership-Emergency Fund; (c) Commissioner District Budget Fund; (d) Mid-Year Fund; (e) Non-Departmental Fund; and (f) Youth Sports Teams Fund. The funding for the purposes set forth in this ordinance shall be subject to an annual appropriation by the Board in accordance with this Ordinance.

Reserves Policy, No. 07-2

This policy establishes funding for: general revenue emergency reserves, un-appropriated reserve for cash balance, minimum and maximum amounts of fund balance, funding for authorized mid-year increases, unexpected increases in the cost of existing levels of service, temporary and nonrecurring funding for unexpected projects, local match for public or private grants, offset losses, and unexpected program mandates. It establishes authorized forms and procedures to be used by outside agencies or individuals, set forth procedures and evaluation criteria of funding.

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Policy for Industrial Development Revenue Bond Financing:

Policy No. 81-1

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

Industrial Development Revenue Bond (IDRB) financing will be considered as an inducement to local and new prospective business expansion and relocation as a means to promote the diversification and expansion of the local economy, subject to the following conditions:

1. Information and application requirements of the County are completely and accurately met.
2. All fees and charges are paid, if and when assessed.
3. The project, consisting of land acquisition, construction, renovation and/or equipment purchases, has not begun prior to IDRB financing approval.
4. The project complies with all federal, state and local laws with regard to industrial development revenue bond financing eligibility.
5. Except in unusual circumstances, the Board will give priority consideration for IDRB financing to an industrial or manufacturing plant.

Policy for Accounting and Reporting:

Policy No. 92-4

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that: The County will establish accounting and reporting systems to:

1. Maintain accounting and reporting practices in conformance with the Uniform Accounting System of the State of Florida and Generally Accepted Accounting Principles (GAAP).
2. Maintain accounting system records on a basis consistent with the accepted standards for local government accounting according to Governmental Accounting and Financial Reporting (GAFR), the National Council on Governmental Accounting (NCGA), and the Governmental Accounting Standards Board (GASB).
3. Provide regular monthly financial reports that include a summary of activity for all funds.
4. Provide regular monthly trial balances of line item financial activity by type of revenue and expenditure.
5. Ensure that an annual financial and compliance audit of the County's financial records is conducted by an independent firm of certified public accountants whose findings and opinions are published and available for public review.
6. Provide that the Office of Management and Budget (OMB) will submit to the County Commission quarterly reports on the operating condition of the County and, where applicable, to identify possible trends and, where necessary, to recommend options for corrective action.
7. Seek, annually, the Government Finance Officers Association (GFOA) Certificate of Achievement in Financial Reporting and the GFOA's annual budget award.

Policy for Revenues:

Policy No. 92-5

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

The County will establish revenue practices to:

1. Provide that the County seek out and maintain a diversified revenue system to protect it from fluctuations in any one revenue source.
2. Provide that fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise.
3. Ensure that the County does not accept any revenue source whose terms of acceptance or collection may negatively affect the County.

Policy for Fiscal Planning:

Policy No. 93-44

It shall be the policy of the Board of County Commissioners of Leon County, Florida that: Policy No. 93-44, amended by the Board of County Commissioners on March 11, 2014, is hereby further amended as follows: The County will establish fiscal planning practices to:

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1. Provide that the annual operating and capital budget for Leon County shall be developed in conformity with the Tallahassee-Leon County Comprehensive Plan by the Office of Management and Budget, under the advisement of the County Administrator and adopted as provided in State law by a majority vote of the Board of County Commissioners presiding in a public hearing.
2. Provide for the development and annual review of a capital improvement budget. This budget shall contain a 5-year plan for acquisition and improvement of capital investments in the areas of facilities, transportation, equipment and drainage. This budget shall be coordinated with the annual operating budget.
3. Provide that the Board of County Commissioners will continue to reflect fiscal restraint through the development of the annual budget. In instances of forthcoming deficits, the Board will either decrease appropriations or increase revenues.
4. Provide that the County will strive to better utilize its resources through the use of productivity and efficiency enhancements while at the same time noting that the costs of such enhancements should not exceed the expected benefits.
5. Provide that expenditures which support existing capital investments and mandated service programs will be prioritized over those other supporting activities or non-mandated service programs.
6. Provide that the County Administrator shall be designated Budget Officer for Leon County and will carry out the duties as set forth in Ch. 129, F.S.
7. Provide that the responsibility for the establishment and daily monitoring of the County's accounting system(s) shall lie with the Finance Division of the Clerk of the Circuit Court, and that the oversight of investment and debt management for the government of Leon County shall lie with the Board of County Commissioners.
8. Annually, prior to March 31, the Board of County Commissioners will:
 - A. Establish a budget calendar for the annual budget cycle.
 - B. Confirm the list of permanent line item funded agencies that can submit applications for funding during the current budget cycle.
 - C. Establish the amount of funding to sponsor community partner/table events in an account to be managed by the County Administrator.
 - D. Provide direction to staff on additional appropriation requests that should be considered as part of the tentative budget development process.
9. Provide that this policy shall be reviewed annually by the Board of County Commissioners to ensure its consistency and viability with respect to the objectives of the Board and its applicability to current state law and financial trends.
10. Annually, as part of the annual budget process, staff will prepare a budget discussion item providing a mid-year performance report for all outside agency contracts and include funding recommendations for the following fiscal year.

Policy for Dues and Memberships:

Policy No. 93-46

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that: Policy No. 77-7, adopted by the Board of County Commissioners on June 21, 1977, is hereby repealed and superseded, and a new policy is hereby adopted in its place, to wit:

Organizations to which dues and memberships are paid for a County employee by Leon County shall be listed in a department's/division's annual budget request submission to the Office of Management and Budget and reviewed for their appropriateness to the employee's job responsibilities with final denial/approval of such membership(s) by the County Administrator or his/her designee during the development phase of the tentative budget. Any request for County-paid employee memberships made during the fiscal year shall be submitted to the Office of Management and Budget for review with final denial/approval by the County Administrator. All memberships paid by the County for its departments/divisions shall follow the same review and approval process as that of a County Employee as outlined in this policy.

Policy for Debt Management and Other Investments:

Policy No. 93-47

It shall be the policy of the Board of County Commissioners of Leon County, Florida that: Policy No. 92-6, adopted by the Board of County Commissioners on March 10, 1992, is hereby superseded and repealed, and a new policy is hereby adopted in its place, to wit: Debt management and investment practices are established to:

1. Ensure that capital projects financed through the issuance of bonds will not be financed for a period that exceeds the useful life of the project or the life of the supporting revenue source.

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County Financial Policies & Ordinances

2. Ensure that interest, operating or maintenance expenses will be capitalized only for facilities or enterprise activities and will be limited to those expenses encumbered prior to the actual operation of the facility or its improvement.
3. Provide that debt for Leon County, Florida shall be limited to an amount which will not prevent the County from maintaining sources of available revenues for service of debt at 135% of annual debt service. The State of Florida does not mandate legal debt limitation for local governments.
4. Provide that the County will limit its investments to only the safest types of securities, to include those backed by the U.S. Government or its agencies and those which provide insurance or the legally required backing of the invested principal.
5. Provide that, unless market conditions otherwise require, not more than fifteen (15) percent of the County's investment portfolio shall be placed in any one institution other than those securities issued or guaranteed by the U.S. Government or its agencies or the State Board of Administration of the State of Florida.
6. Provide that the investment portfolio of Leon County, Florida must be structured in such a manner to provide sufficient liquidity to pay obligations as they become due. The investment portfolio shall be diversified by type of investment, issuer, and dates of maturity in order to protect against fluctuations in the market economy. At least fifteen percent (15%) of the County's portfolio shall be kept in liquid investments which are available on a daily basis, without loss of principal.
7. Provide that the clear title to principal and collateral backing for all investments shall be maintained by Leon County, in the County's own bank, or a third party agent under agreement to the County.
8. Provide that the Board of County Commissioners seeks to optimize return on investments within the constraints of safety and liquidity. The purchase and sale of securities shall be at competitive prices based on market conditions.
9. Provide that Leon County will use only major banks, brokers or dealers which have been selected after review of their qualifications, size, capitalization, inventories handling and reputation.
10. Provide that Leon County will not place funds with any institution which is less than three (3) years old.
11. Provide that the Board shall adopt a plan by October 1 of each year to govern the policies and procedures for the investment of surplus funds of the County based on the criteria as set forth in the County's Investment Ordinance for Surplus Funds, No. 93-3.
12. Provide that collateral shall be required for any re-purchase agreement, not covered under Chapter 280, Florida Statutes. Collateral placed for any re-purchase agreement will be governed by the same terms as those defined in the County's Investment Ordinance for Surplus Funds, No. 93-3.
13. Provide that the County shall establish a County Investment Oversight Committee whose membership and duties shall be governed by the provisions as set forth in the County's Investment Ordinance for Surplus Funds, Policy No. 93-3.

Policy for Amending the Budget Policy No. 97-11

The County will establish practices for the operation and amending of the annual budget to:

1. Provide that all amendments/transfers of funds will first be reviewed by the director(s) of the requesting department/division, followed by a second review by the Office of Management and Budget, prior to submission and subsequent approval/denial by the County Administrator and/or the Board of County Commissioners, as set forth by the following provisions of this policy.
2. Provide that:
 - A. Notwithstanding the provisions of paragraph 1, program managers shall have the flexibility to amend their operating expenditure budgets and personnel services budgets by up to 10 percent of the total on an aggregate basis between line items within programs with a \$50,000 cap, contingent upon approval by the County Administrator;
 - B. The County Administrator delegates to the Office of Management and Budget the responsibility for monitoring and enforcing the provisions of this paragraph based on policies adopted by the Board of County Commissioners.
3. Provide that, in addition to the provisions of paragraph 2, the County Administrator may authorize intrafund transfers up to \$250,000.
4. Provide that intrafund transfers greater than \$250,000, and all interfund transfers, must be approved by a majority vote of the Board of County Commissioners.

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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.

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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 or money markets.
- 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. 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

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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

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Clerk and details as to responsibilities of each party. These responsibilities include notification of security transactions, repurchase agreements, wire transfers, safekeeping and transactions costs, procedures in case of wire failure and other unforeseen mishaps, including the liability of each party.

VIII. INTERNAL CONTROLS

The Treasury Manager shall establish and monitor a set of written internal controls designed to protect the County's funds and ensure proper accounting and reporting of the securities transactions. The internal controls should be designed to prevent losses of funds, which might arise from fraud, employee error, and misrepresentation by third parties, or imprudent actions by employees. The written procedures should include reference to safekeeping, repurchase agreements, separation of transaction authority from accounting and recordkeeping, wire transfer agreements, banking service contracts, collateral/depository agreements, and "delivery-vs-payment" procedures. No person may engage in an investment transaction except as authorized under the terms of this policy. All daily investment activity is performed by the Treasury Manager under supervision of the Finance Director. Pursuant to Section 218.415 (13), Florida Statutes, independent auditors as a normal part of the annual financial audit to the County shall conduct a review of the system of internal controls to ensure compliance with policies and procedures.

IX. CONTINUING EDUCATION

The Clerk staff responsible for making investment decisions must annually complete eight hours of continuing education in subjects or courses of study related to investment practices and products.

X. POLICY REVIEW AND AMENDMENT

This Policy shall be reviewed annually by the Investment Oversight Committee and any recommended changes will be presented to the Board of County Commissioners for adoption.

XI. AUDITS

Certified public accountants conducting audits of units of local government pursuant to Section 218.39, Florida Statutes shall report, as part of the audit, whether or not the local government has complied with Section 218.415, Florida Statutes.

XII. MASTER REPURCHASE AGREEMENT

The County will require all approved institutions and dealers transacting repurchase agreements to execute and perform as stated in the Master Repurchase Agreement. All repurchase agreement transactions will adhere to requirements of the Master Repurchase Agreement.

XIII. INVESTMENT PERFORMANCE AND REPORTING

A quarterly investment report shall be prepared by the Finance Office and provided to the County Administrator and the Investment Oversight Committee. The report shall include an analysis of the portfolio by sector, maturity, yield, as well as its overall performance during that period with sufficient detail for a comprehensive review of investment activity and performance. An annual report will be presented to the Board of County Commissioners ("Board"), which shall include securities in the portfolio by sector, book value, income earned, market value and yield. Investment 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

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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.
- I. 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.
- J. Commercial Mortgage-Backed Securities (CMBS). Only agency collateralized CMBS may be purchased.

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- K. 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.
- L. 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.
- M. 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 INVESTMENTS

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.

LEON COUNTY INVESTMENT POLICY EXHIBIT A

IP Section	Authorized	Security Type	Portfolio Sector Maximum	Subsector Maximum	Per Issuer Maximum	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); FL Municipal Investment Trust (FMLvT)	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

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XVI. C.	IM	Financial Instruments	Deposit	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%	NA	20.0%	5-Year Maturity	NA
XVI. E.	EM	Federal Instrumentalities (Non- full full faith and credit)		45%	NA	15.0%	5-Year Maturity	NA
XVI. F.	EM	Corporate Debt Securities		25%	NA	3.0%	5-Year Maturity	A3/A- by 2 NRSRO
XVI. G.	EM	Municipal Bonds		35%	NA	3.0%	5-Year Maturity	A3/A- by 2 NRSRO
XVI. H.	EM	Mortgage-Backed Securities (MBS), including CMOs		35%	Agency- only	5.0%	5-Year WAL	Agency
XVI. I.	EM	Asset-Backed Securities (ABS)		10%	NA	3.0%	5-Year WAL	Aaa/AAA by 2 NRSRO
XVI. J.	EM	Commercial Mortgage-Backed Securities (CMBS)		8%	Agency- only	3.0%	5-Year WAL	Agency
XVI. K.	EM	Repurchase Agreements		15%, if longer than 1-Day	NA	5.0%	60-Days	Requires Master Repo Agreement
XVI. L.	EM	Bankers' Acceptances		15%	NA	5.0%	270-Days	A1/P1 by 2 NRSRO
XVI. M.	EM	Commercial Paper		20%	No ABCP	5.0%	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

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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.

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- (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.

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- (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

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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,

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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.

Tallahassee-Leon County Comprehensive Capital Improvement Element Goals, Objectives, and Policies

Goal 1: [CI] *(Effective 7/16/90)*

To use sound fiscal policies to provide adequate public facilities concurrent with, or prior to development in order to achieve and maintain adopted standards for levels of service, and to exceed the adopted standards, when possible. 9J-5.016(3) (a)

PUBLIC FACILITY NEEDS

Objective 1.1: [CI] *(Effective 7/16/90)*

Define types of public facilities, establish standards for levels of service for each type of public facility, and determine what capital improvements are needed in order to achieve and maintain the standards for existing and future populations, and to repair or replace existing public facilities. 9J-5.016(3)(b)1

Policy 1.1.1: [CI] *(Effective 7/16/90)*

The following definitions apply throughout this Capital Improvements Element.

1. "Capital Improvement" means, improvements to land, structures (including design, permitting, and construction), initial furnishings and selected equipment (including ambulances, fire apparatus,). Capital improvements have an expected useful life of at least 3 years. Other "capital" costs, such as motor vehicles and motorized equipment, computers and office equipment, office furnishings, and small tools are considered in the local government's annual budgets, but such items are not "capital improvements" for the purposes of the Comprehensive Plan, or the issuance of development orders.

2. "Category of public facilities" means a specific group of public facilities, as follows:

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- a. Category A public facilities are arterial and collector roads, mass transit, stormwater management, potable water, sanitary sewer, solid waste, and parks and recreation facilities owned or operated by the local government, all of which are addressed in other elements of this Comprehensive Plan.
 - b. Category B public facilities are fire service, bikeway, sidewalk, airport and other government facilities owned or operated by the local government.
 - c. Category C public facilities are arterial and collector roads, mass transit, stormwater management, potable water, sanitary sewer, solid waste, and parks and recreation facilities owned or operated by Federal, and State governments, independent districts, and private organizations.
3. "Development order" for purposes of determining vested rights means any order granting, denying, or granting with conditions an application for a building permit, zoning permit, subdivision approval, rezoning, certification, special exception, variance, or any other official action of the local government having the effect of permitting the development of land. Development orders shall be categorized as:
- a. "Final Development Orders" The following development order shall be considered to be final development orders for purposes of a determination of vested rights in a previously approved development:
 - (1) Preliminary subdivision plat approval;
 - (2) Final subdivision plat approval; Tallahassee-Leon County Comprehensive Plan
 - (3) Final Site plan approval (pursuant to County Ordinance 88-16);
 - (4) Approval of a PUD concept plan;
 - (5) Approval of a PUD Final Development Plan;
 - (6) Building permit;
 - (7) Development agreement entered into pursuant to Florida Statutes, Section 163.3220, et seq.; and
 - (8) Any other development order which approves the development of land for a particular use or uses at a specified intensity of use and which allows commencement of construction or physical development activity on the land for which the development order is issued.
 - a. "Preliminary development order" mean a DRI Development approval, zoning approval, preliminary development plan approval, conditional use approval, master plan approval, Board of Adjustment approval, and any other development order than a final development order.
4. "Local government" means the City of Tallahassee, Florida and Leon County, Florida.
5. "Public facility" means the capital improvements and systems of each of the following: arterial and collector roads, mass transit, stormwater management, potable water, sanitary sewer, solid waste, parks and recreation, library, corrections, emergency medical service, fire service, bikeway, sidewalk, airport, other local government buildings, public education and public health facilities.

Policy 1.1.2: [CI] (Rev. Effective 8/17/92)

The local government shall establish standards for levels of service for Categories A and C of public facilities, and shall apply the standards as follows:

1. Category A. The standards for levels of service of each type of public facility in Category A shall apply to development orders issued by the local government after January 31, 1991, or such earlier date as may be adopted by the local government, the local governments' annual budgets beginning with the 1990-91 fiscal year, the local

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governments' Capital Improvement Programs beginning with the 1990-91 fiscal year, and other elements of this Comprehensive Plan.

2. Category C. The standards for levels of service of each type of public facility in Category C shall apply to development orders issued by the local government after January 31, 1991, or such earlier date as may be adopted by the local government, and other elements of this Comprehensive Plan, but shall not apply to the local governments' annual budgets or the local governments' Capital Improvement Programs.

Policy 1.1.3: [CI] Levels of Service Required for Infrastructure, Facilities, and Utilities *(Revised Effective 7/25/03; Revision Effective 7/20/05; Revision Effective 12/24/2010; Revision Effective 12/15/11)*

The following standards are hereby established as the minimum levels of service for various infrastructure, facilities, utilities and services required to support new development within the City of Tallahassee and Leon County.

1. Roadways

The peak hour roadway level of service for Tallahassee and Leon County is established as follows:

a. Outside the Urban Service Area:

Functional Classification	Inside the USA	Outside the USA
Interstate, Intrastate, Limited Access Parkways	C	B
Principal Arterials	D	C
Minor Arterials	D / E*	C
Major and Minor Collectors	D / E*	C
Local Streets	D	D

*For Minor Arterials, and Major and Minor Collectors located inside the Urban Service Area and south of U.S. 90, the Level of Service shall be "D" for purposes of establishing priorities for programming transportation improvements, and "E" for meeting concurrency requirements, to support the Southern Strategy. Roads north of U.S. 90 shall be LOS D for both programming improvement and concurrency purposes.

**The Level of Service for Monroe Street from Gaines Street to Tennessee Street shall be "E". *(Revised Effective 12/10/02)*

b. Notwithstanding any of the above LOS standards in Policy 1.4.1 a. (above), in local government's review of a proposed development project, an optional LOS standard may be established that is equivalent to the currently adopted LOS standard plus 50% and may be applied in calculating the concurrency capacity for an impacted roadway segment that is not a Florida Intrastate Highway Facility (FIHS) as determined by the Florida Department of Transportation and that is located within the USA boundary provided that the following criteria is met:

- 1) The roadway segment is "capacity constrained" (as defined below), and;
- 2) The applicant or developer of the project being reviewed provides a "commensurate mitigation contribution" (as described below) to the local government for an alternative improvement.

For the purposes of this policy, the assumed roadway capacity that can be achieved under the adopted LOS standard plus 50% shall not exceed 150% of the maximum service flow at the adopted LOS. A "capacity constrained" roadway segment is one where the local government has determined that:

- 1) The improvement that will resolve the deficiency is not feasible due to environmental constraints, regulatory constraints or prohibitively costly right-of way demands, or;

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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.

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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) Countywide park land: 1.22 acres per 1,000 population (excluding boat ramps provided by Leon County). Includes City operation of County-owned Tom Brown Park.
- (2) Area park land:

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(a) Inside Urban Service Area: 2.00 acres per 1,000 population of Urban Service Area.

(b) Outside urban service area: no area parks.

(3) Recreation facilities are included in the cost of park land.

b. Leon County parks and recreation facilities:

(1) Countywide park land: 0.18 acres per 1,000 population (boat ramps portion only)

(2) Area Park: 2.00 Acres per 1,000 population within Urban Service Area (parks to be provided by City and located within City Limits). Per Policy 1.1.1.C of Parks and Recreation Element.

(3) Recreation facilities are included in the cost of park land.

7. Solid Waste

a. Leon County solid waste facilities:

(1) Provide for:

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

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shall be conditioned on the availability of services necessary to maintain all applicable level of service standards as adopted within the Comprehensive Plan.

Policy 1.1.4: [CI] (*Effective 7/16/90*)

The local governments shall determine the quantity of capital improvements that is needed as follows:

1. The quantity of capital improvements that is needed to eliminate existing deficiencies and to meet the needs of future growth shall be determined for each public facility by the following calculation: $Q = (S \times D) - I$.

Where Q is the quantity of capital improvements needed,
S is the standard for level of service, D is the demand, such as the population, and

I is the inventory of existing facilities.

The calculation will be used for existing demand in order to determine existing deficiencies. The calculation will be used for projected demand in order to determine needs of future growth. The estimates of projected demand will account for demand that is likely to occur from previously issued development orders as well as future growth. Public facilities to serve demand from previously issued development orders are assured by including such demand in "D" (demand) in the preceding calculation.

2. There are two circumstances in which the standards for levels of service are not the exclusive determinant of needs for a capital improvement:
 - a. Repair, remodeling, renovation, and replacement of obsolete or worn out facilities will be determined by the local government.
 - b. Capital improvements that provide levels of service in excess of the standards adopted in this Comprehensive Plan may be constructed or acquired at any time as long as the following conditions are met:
 - (1) the capital improvement does not make financially infeasible any capital improvement of the same type that is needed to achieve or maintain the standards for levels of service adopted in this Comprehensive Plan, and
 - (2) the capital improvement does not contradict, limit or substantially change the goals, objectives and policies of any element of this Comprehensive Plan, and
 - (3) one of the following additional conditions is met:
 - (a) the excess capacity is an integral part of a capital improvement that is needed to achieve or maintain standards for levels of service, or
 - (b) the excess capacity provides economies of scale making it less expensive than a comparable amount of capacity if acquired at a later date, or
 - (c) the asset acquired is land that is environmentally sensitive, or designated by the local government as necessary for conservation or recreation, or
 - (d) the excess capacity is part of a capital project financed by general obligation bonds approved by referendum.
3. Any capital improvement that is determined to be needed as a result of any of the factors listed in Policy 1.1.4.2 shall be included in the regular Schedule of Capital Improvements contained in this Capital Improvements Element. All such capital improvements shall be approved in the same manner as the capital improvements that are determined to be needed according to the quantitative analysis described in Policy 1.1.4.1. 9J-5.016(3)(b)2, (3)(c)1, (3)(c)1.b, (3)(c)1.e, (3)(c)3, (3)(c)5, (3)(c)9

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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.

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- g. Facilities not described in Subsections a through f, above, but which the local government is obligated to complete, provided that such obligation is evidenced by a written agreement the local government executed prior to July 1, 1990.
3. All facilities scheduled for construction or improvement in accordance with this Policy shall be evaluated to identify any plans of State agencies or the Northwest Florida Water Management District that affect, or will be affected by, the proposed local government capital improvements.
4. Project evaluation may also involve additional criteria that are unique to each type of public facility, as described in other elements of this Comprehensive Plan. 9J-5.016(3)(c)1, (3)(c)3

Policy 1.1.6: [CI] (Effective 7/1/04)

All proposed capital projects in the City and County shall be consistent with the adopted Transportation Plan and designated future transportation corridors.

FINANCIAL FEASIBILITY

Objective 1.2: [CI] (Effective 7/16/90)

Provide needed public facilities that are within the ability of the local government to fund the facilities from local government revenues, development's proportionate share contributions, and grants or gifts from other sources. 9J-5.016(3)(b)5

Policy 1.2.1: [CI] (Effective 7/16/90)

The estimated costs of all needed capital improvements shall not exceed conservative estimates of revenues from sources that are available to the local government pursuant to current statutes, and which have not been rejected by referendum, if a referendum is required to enact a source of revenue. 9J-5.016(3)(c)1.f

Policy 1.2.2: [CI] (Revised Effective 12/8/98; Revision Adopted 4/21/05)

Existing and future development shall both pay for the costs of needed public facilities.

1. Future development
 - a. Future development shall pay for its proportional share of the capital improvements needed to address the impact of such development. Enterprise fund user charges, connection fees, and other user fees paid by new development shall be reviewed every two years to assure that provision of capital improvements needed to address the impact of future development will not increase ad valorem tax rates or rates of electric, gas, water or sewer utilities. Upon completion of construction, "future" development becomes "present" development, and shall contribute to paying the costs of the replacement of obsolete or worn out facilities as described in subsection 2, below.
 - b. Future development's payments may take the form of, but are not limited to, voluntary contributions for the benefit of any public facility, impact fees, capacity fees, dedications of land, provision of public facilities, and future payments of user fees, special assessments and taxes.
2. Existing development
 - a. Existing development shall pay for the capital improvements that reduce or eliminate existing deficiencies, and some or all of the replacement of obsolete or worn out facilities.
 - b. Existing development's payments may take the form of user fees, special assessments, and taxes. 9J-5.016(3)(b)4, (3)(c)8
3. Both existing and future development may have part of their costs paid by grants, entitlements or the provision of public facilities from other levels of government and independent districts.

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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

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- 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)

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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

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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.

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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

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- 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

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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.

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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
2. Final development order shall be issued which results in a reduction in the levels of service below the standards adopted in Policy 1.1.3.a-c for Category A public
3. Facilities and Policy 1.1.3.f for Category C public facilities. The land development regulations shall include, at a minimum, the provisions of Policy 1.3.3.a and b in determining whether a development order can be issued.

The land development regulations shall also address the circumstances under which public facilities may be provided by applicants for development orders. Applicants for development orders may offer to provide public facilities at the applicant's own expense in order to insure sufficient capacity of Category A and Category C public facilities, as determined according to Paragraphs A and B, above. Development orders may be issued subject to the provision of public facilities by the applicant subject to the following requirements:

- a. The local government and the applicant enter into an enforceable development agreement which shall provide, at a minimum, a schedule for construction of the public facilities and mechanisms for monitoring to insure that the public facilities are completed concurrent with the impacts of the development, or the development will not be allowed to proceed.
 - b. The public facilities which are impacted by a subsequent Development Order are operating and will continue to operate at or above the adopted LOS consistent with the conditions outlined in Policy 1.3.3 of the CIE and that the public facilities are contained in the Schedule of Capital Improvements of the Comprehensive Plan.
1. **Impact Fees.** Impact fee ordinances shall require the same standard for the level of service as is required by Policy 1.1.3., and may include standards for other types of public facilities not addressed under Policy 1.1.3. All impact fee ordinances necessary to support the financial feasibility of this element shall be adopted, or amended to the required standard for the level of service by January 31, 1991.
 2. **Annual Budget.** The annual budget shall include in its capital appropriations all projects in the Schedule of Capital Improvements that are planned for expenditure during the next fiscal year.
 3. **Capital Improvements Program.** The annual multi-year Capital Improvement Program (CIP) shall be

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prepared in conjunction with the annual review and update of the Capital Improvements Element. The CIP shall contain all of the projects listed in the Schedule of Capital Improvements of the updated version of the Capital Improvements Element.

4. **Semiannual Report.** The mandatory semiannual report to the Department of Community Affairs concerning amendments to the Comprehensive Plan due to emergencies, developments of regional impact and selected small developments shall report on changes, if any, to adopt goals, objectives and policies in the Capital Improvements Element.
5. **Update of Capital Improvements Element.** The Capital Improvements Element shall be reviewed and updated annually. The element shall be updated in conjunction with the budget process and the release of the official population estimates and projections by the Bureau of Economic and Business Research (BEBR) of the University of Florida. The update shall include:
 - a. Revision of population projections
 - b. Update of inventory of public facilities
 - c. Update of costs of public facilities
 - d. Update of Public Facilities Requirements analysis (actual levels of service compared to adopted (standards))
 - e. Update of revenue forecasts
 - f. Revise and develop capital improvements projects for the next five fiscal years
 - g. Update analysis of financial capacity
7. **Concurrency Implementation and Monitoring System.** The local government shall establish and maintain Concurrency Implementation and Monitoring Systems. The Systems shall consist of the following components:
 - a. Annual report on the capacity and levels of service of public facilities compared to the standards for levels of service adopted in Policy 1.1.3.a-c and f. The report shall summarize the actual capacity of public facilities, and forecast the capacity of public all be based on the most recently updated Schedule of Capital Improvements in this Capital Improvements Element. The annual report shall constitute prima facie evidence of the capacity and levels of service of public facilities for the purpose of issuing development orders during the 12 months following completion of the annual report. The annual report shall also summarize and forecast capacities and levels of service for comparison to the standards adopted in Policy 1.1.3.d and e, but such portion of the annual report shall be for information purposes only, and shall not pertain to the issuance of development orders by the local government.
 - b. Public facility capacity review. The City of Tallahassee and Leon County shall use the procedures specified in Implementation Program 1, above, to enforce the requirements of Policy 1.3.3.a. and b. and as such the impacts of proposed development will be analyzed in relation to the availability of capacity at the time of permitting. Records shall be maintained during each fiscal year to indicate the cumulative impacts of all development orders approved during the fiscal year-to-date on the capacity of public facilities as set forth in the most recent annual report on capacity and levels of service of public facilities. The land development regulations of the local government shall provide that applications for development orders that are denied because of insufficient capacity of public facilities may be resubmitted after a time period to be specified in the land development regulations. Such time period is in lieu of, and not in addition to, other minimum waiting periods imposed on applications for development orders that are denied for reasons other than lack of capacity of public facilities. Land development regulations shall require that development commence within a specified time after a development order is issued, or the development order shall expire, subject to reasonable extensions of time based on Criteria included in the regulations.
 - c. Review of changes in planned capacity of public facilities. The local government shall review each amendment to this Capital Improvement Element, in particular any changes in standards for levels of service and changes in the Schedule of Capital Improvements, in order to enforce the requirements of Policy 1.3.1.d.

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- 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

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writing the applicable requirements of Policy 1.3.3.b, c of the Capital Improvements Element.

The local governments find that it is not necessary to automatically "reserve" capacity of public facilities for all development orders issued prior to the adoption of the plan because experience indicates that many such development orders are not used, or are not used to the maximum allowable uses, densities or intensities. The local governments find that the population forecasts that are the basis for this plan are a reasonable prediction of the absorption rate for development, and that the capital facilities which are planned to serve the forecast development are

available for that absorption rate. Reserving public facility capacity for previously issued development orders would deny new applicants access to public facilities, and would arbitrarily enhance the value of dormant development orders. The local governments intend to develop and pursue programs that will give persons with legitimate and substantial vested rights an opportunity to proceed with their plans without arbitrary interference by the new

Comprehensive Plan. However; the local governments intend to require such persons to "continue in good faith" in order to "reserve" capacity of public facilities which are provided by the local government. The City of Tallahassee and Leon County will not "reserve" capacity of public facility for previously issued development orders that have not been vested under the local government's vesting ordinance and which have not continued development in good faith.

8. **5-Year Evaluation.** The required 5-year evaluation and appraisal report shall address the implementation of the goals, objectives and policies of the Capital Improvements Element. The monitoring procedures necessary to enable the completion of the 5-year evaluation include:
 - a. Review of Annual Reports of the Concurrency Implementation and Monitoring System.
 - b. Review of Semiannual Reports to DCA concerning amendments to the Comprehensive Plan.
 - 1) Review of Annual Updates of this Capital Improvements Element, including updated supporting documents.

9. **Contractor Performance System.** The local government will develop a system of monitoring the actual performance of contractors who design and/or construct public facilities for the local government. The monitoring system shall track such items as actual vs. planned time schedule, and actual vs. bid cost. The performance of contractors shall be considered when the local government awards contracts for public facilities. 9J-5.016(3)(c)6 and (4)(b)

SCHEDULES OF CAPITAL IMPROVEMENTS

NOTE: Copies of the annual Schedules of Capital Improvements may be viewed in the printed version of the Tallahassee-Leon County Comprehensive Plan.

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Budget Terminology

Abbreviations & Acronyms

AC	Advisory Committee	EMS	Emergency Medical Services
ADA	America Disabilities Act	EOC	Emergency Operations Center
AFS	Administrative Financial System	ESF	Emergency Support Function
AGI	Adjusted Gross Income	FAC	Florida Association of Counties
AMT	Alternative Minimum Tax	FASB	Financial Accounting Standards Board
BAR	Budget Amendment Request	FDOT	Florida Department of Transportation
BCP	Budget Change Proposal	FEMA	Federal Emergency Management Agency
BEA	Budget Enforcement Act	FICA	Federal Insurance Contributions Act
BEBR	Bureau of Economic and Business Research	FLUM	Future Land Use Map
BLS	Bureau of Labor Statistics	FNP	Florida Nutrition Program
BOCC	Board of County Commissioners	FS	Florida Statutes
CAFR	Comprehensive Annual Financial Report	FTE	Full-time Equivalency
CDAT	Cross Departmental Action Team	FY	Fiscal Year
CHSP	Community Human Services Partnership	GAAP	Generally Accepted Accounting Principles
CIP	Capital Improvement Program	GAL	Guardian Ad Litem
COLA	Cost of Living Adjustment	GAO	Government Accountability Office
CPI	Consumer Price Index	GASB	Governmental Accounting Standards Board
CRA	Community Redevelopment Act	GEM	Growth and Environmental Management
CRTPA	Capital Region Transportation Planning Agency	GFOA	Government Finance Officers Association
DEP	Department of Environmental Protection	GIS	Geographic Information Systems
DIA	Downtown Improvement Authority	GRPA	Government Performance & Results Act
DOR	Department of Revenue	HAB	Healthcare Advisory Board
DJJ	Department of Juvenile Justice		
DRI	Development of Regional Impact		
EDC	Economic Development Council		
EEO	Equal Employment Opportunity		

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Budget Terminology

Abbreviations & Acronyms

HFA	Housing Finance Authority	OMB	Office of Management & Budget
HHS	Health & Human Services	OPS	Other Personnel Service
HIPAA	Health Insurance Portability and Accountability Act	ORG	Organization
HR	Human Resources	OSHA	Occupational Safety and Health Administration
HUD	Housing & Urban Development	PETS	Permit Enforcement Tracking System
ICLEI	International Council for Local Environmental Initiatives	PIO	Public Information Office
ICMA	International City/County Management Association	PSCB	Public Safety Communications Board
IDP	Individual Development Plan	PSCC	Public Safety Coordinating Council
IFAS	Integrated Fund Accounting System	PUB	Planned Unit Development
JAG	Justice Assistance Grant	RFP	Request for Proposals
JE	Journal Entry	RP	Real Property
JV	Journal Voucher	SAL	State Appropriations Limit
LCCOL	Leon County Code of Law	SCRAM	Secure Continuous Remote Alcohol Monitor
LCSO	Leon County Sheriff's Office	SHIP	State Housing Initiative Plan
LEADS	Listens, Engages, Aligns, Delivers, Strives	SLGS	State and Local Government Security
LOS	Level of Service	SPTR	Supervised Pre -Trial Release
LOST	Local Option Sales Tax	TDC	Tourist Development Council
MIS	Management Information Services	TFA	Transaction Function Activity Code
MOU	Memorandum of Understanding	TIF	Tax Increment Financing
MSTU	Municipal Services Taxing Unit	TIPS	Treasury Inflation Protected Securities
M/WSBE	Minority/Women Small Business Enterprise	TLCPD	Tallahassee-Leon County Planning Department
NA	Not Applicable, or Not Available	TMDL	Total Maximum Daily Load
NCGA	National Council on Governmental Accounting	TRIM	Truth In Millage
NCIC	National Crime Information Center	USA	Urban Services Area
NIPA	National Income and Product Accounts	USDA	United States Department of Agriculture
NPDES	Non-Point Discharge Elimination System	YTD	Year-to-Date
OGC	Office of General Council		

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Budget Terminology

Citizens' Guide to the Budget Budget Terms

-A-**Accrual Accounting:**

A basis of accounting in which revenues are recorded when earned and expenses are recorded at the time they are incurred, instead of when cash is actually received or disbursed.

Actual:

Monies which have already been used or received.

Ad Valorem Tax:

A tax levied on the assessed value (net of any exemptions) of real or personal property. This is commonly referred to as property tax.

Adjusted Final Millage:

The actual tax rate levied by a local government when tax bills are issued. The rate is adjusted for corrected errors in property assessments for tax purposes and for changes in assessments made by property appraisal adjustment boards in each county. Usually, such changes are very slight and the adjusted millage sometimes does not change from the levy set by the taxing authority. State law provides for certain limitations.

Adopted Budget:

The financial plan of revenues and expenditures for a fiscal year as approved by the Leon County Board of Commission.

Aggregate Millage Rate:

The sum of all property tax levies imposed by the governing body of a county. State law limits the aggregate rate for a county or municipality to \$10.00 per \$ 1,000 of assessed taxable value.

Amendment:

A change to an adopted budget that may, or may not, increase or decrease a fund total. The change must be approved by the County Commission in certain instances.

Appropriated Fund Balance:

The fund balance is included as a revenue source in the annual budget.

Appropriated Income:

Florida Statute requires county governments to budget only ninety-five percent (95%) of the total revenue anticipated. Five (5%) percent of the total amount of revenues cannot be incorporated into the budget and made available for expenditure. Therefore, ninety-five percent (95%) of the one hundred percent (100%) of anticipated total revenues becomes the portion referred to as appropriated income.

Appropriations:

A specific amount of funds authorized to which financial obligations and expenditures may be made.

Assessed Value:

A value established by the County Property Appraiser for all real or personal property for use as a basis for levying property taxes.

-B-**Balanced Budget:**

A budget in which revenues are equal to expenditures. Thus, neither a budget deficit nor a budget surplus exists.

Base Budget:

The amount programmed in the budget year for conducting the same program and performing the same services as are planned for the current year.

Board of County Commissioners (BOCC):

Elected Officials that make legislative decisions concerning Leon County policies.

Leon County Fiscal Year 2019 Adopted Budget

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, or addition to, fixed assets. These expenditures must cost more than \$750 and less than \$10,000 and will include construction projects, purchases of land, major renovations or repairs to existing grounds or facilities and acquisition of equipment.

Chart of Accounts:

A set of accounting codes characterizing transactions throughout the organization's financial systems. It facilitates the consistent coding of transactions for entry into the systems as well as computer manipulation of transaction data.

Constitutional Officer:

Positions established by Florida's Constitution. In Leon County there are five elected constitutional officers: Tax Collector, Sheriff, Property Appraiser, Supervisor of Elections, and Clerk of the Court.

Contingency:

A budgetary reserve to provide for emergency or unanticipated expenditures during the fiscal year.

Continuation Budget Request:

Includes funding required to continue the existing level of service in the service area.

County Administrator:

The Chief Executive Officer (CEO) of the County appointed by the Leon County Commission.

Leon County Fiscal Year 2019 Adopted Budget

Budget Terminology

Customer:

The recipient of an output product or service. May be internal or external to the organization.

-D-**Debt Service:**

The expense of retiring such debts as loans and bond issues. It includes principal and interest payments, payments for paying agents, registrars, and escrow agents.

Debt Service Fund:

A fund established to account for the accumulation of resources for the payment of interest and principal general long-term debt.

Deficit:

The excess of expenditures over revenues during a fiscal year.

Department:

A basic organizational unit of County government which is functionally unique in its service delivery and is comprised of more than one program.

Depreciation:

The periodic expiration of an asset's useful life. Depreciation is a requirement in proprietary type funds (such as enterprise and internal service funds).

Division:

A basic organizational unit of the County which is functionally unique in its service delivery.

-E-**Economic Indicators:**

Economic information such as consumer price index, population, personal income, housing starts, wages, production, business activity, purchasing power, and unemployment.

Encumbrance:

The commitment of appropriated funds to purchase an item or service.

Enterprise Fund:

A governmental accounting fund for operations that function similarly to private business enterprises. The cost of providing these types of services is derived by user fees and other charges for service.

Exception Report:

A report that supplement information already available on regular reports by highlighting unusual situations which require the attention of management.

Exemption:

A portion of the total assessed valuation of property which is not subject to property taxes. An example is the homestead exemption which provides qualifying homeowners with a \$25,000 exemption on their personal residential property. In January 2008, an additional exemption for value that exceeds \$50,000, up to a total additional exemption of \$25,000 was approved by constitutional amendment.

Expenditure:

Decreases in fund financial resources for the procurement of assets or the cost of goods and/or services received.

-F-**Fiscal Year (FY):**

Any twelve (12) month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The fiscal year for Leon County begins on October 1 and ends on September 30 of the following year.

Leon County Fiscal Year 2019 Adopted Budget

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.

Leon County Fiscal Year 2019 Adopted Budget

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.

Leon County Fiscal Year 2019 Adopted Budget

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 2019 Adopted Budget

Statistical Summary

POPULATION	Leon County	Unincorporated	Incorporated
Total Population	287,899	98,274	189,625
Median Age	30.1		
Total Leon County Registered Voters as of 7/6/18 (Supervisor of Elections website)	205,837		

	<u>2018</u> (May 2018)	<u>2017</u> (Annual)	<u>2016</u> (Annual)
LABOR FORCE (Florida Research and Economic Information Database)			
Civilian Labor Force	153,946	152,140	149,890
Employment	149,209	146,535	143,044
Unemployment	4,737	5,605	6,846
Unemployment Rate (%)	3.1%	3.7%	4.6%

	<u>2017</u>	<u>2016</u>	<u>2015</u>
MEDIAN HOUSEHOLD INCOME (Source: US Census Bureau)			
Leon County	\$48,248	\$46,745	\$46,620
Florida	\$48,900	\$47,507	\$47,212

TOP EMPLOYERS (Source: Tallahassee-Leon County OEV July 2018)
State of Florida
Florida State University
Tallahassee Memorial Healthcare
Leon County Schools
City of Tallahassee

EMPLOYMENT BY Top INDUSTRIES (Source: Florida Department of Economic Opportunity 2018)

Government	62,800
Education and Health Services	23,400
Professional & Business Services	19,900
Leisure and Hospitality	20,100
Retail Trade	18,300

EDUCATION

Leon County Public K-12 Schools (www.leon.k12.fl.us)	
Elementary Schools	24
Middle Schools	8
High Schools	6
Special / Alternative Schools	7
Charter Schools	5
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)	

Leon County Fiscal Year 2019 Adopted Budget

Statistical Summary

Vocational/Technical Schools

Lively Technical Center
 North Florida Cosmetology Institute
 Aveda Institute

MUNICIPAL SERVICES**Libraries**

	Branches
Florida Agricultural & Mechanical University (FAMU)	5
Florida State University (FSU)	5
Legislative Library	1
Leon County Public Library System	7
State Library of Florida	1
Tallahassee Community College (TCC)	1

Law Enforcement

FAMU Police Department
 Florida Department of Law Enforcement Capital Police (FDLE)
 FSU Police Department
 Leon County Sheriff's Office (LCSO)
 TCC Campus Police Department
 Tallahassee Police Department (TPD)

Fire Department (*talgov.com*)

	Stations
Tallahassee Fire Department	16

Hospitals

	Beds
Tallahassee Memorial Healthcare (TMH)	772
Capital Regional Medical Center (CRMC)	266

Convention/Conference Centers

	Seats
Donald L. Tucker Civic Center	12,500
Florida State Conference Center	375

Utilities

Tallahassee City Limits
 Electric, Gas, Water, Sewer, Solid Waste, Stormwater
Outside City Limits
 Electric, Gas, Water, Sewer, Solid Waste, Stormwater

Franchise Agreements

Sewer
 Solid Waste
 Water

TRANSPORTATION**Tallahassee International Airport**

Major Airlines

- American Airlines
- Delta Air Lines
- Silver Airways

Railroad Services

CSX Transportation

Bus Service

Leon County Fiscal Year 2019 Adopted Budget

Statistical Summary

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 (2018/2019)**Local**

<u>Ad Valorem Millage Rates (Tentative)</u>	<u>City/DIA</u>	<u>City</u>	<u>Uninc.</u>
Countywide	8.3144	8.3144	8.3144
Emergency Medical Services (EMS) MSTU	0.50	0.50	0.50
City of Tallahassee	4.1000	4.1000	0.00
City of Tallahassee Downtown Improvement Authority (DIA)	1.00	0.00	0.00
Leon County School Board			
By State Law	4.0950	4.0950	4.0950
By Local Board	2.2480	2.2480	2.2480
Northwest FL Water Management District	0.0338	0.0338	0.0338
Total	20.291	19.291	15.191

Ad Valorem Tax Exemption Available	Yes		
General Homestead Exemption	25,000		
Note: (Effective January 1, 2008, there is an additional \$25,000 exemption on Non-School taxes for the values greater than \$50,000)			
Low Income Senior Citizen Homestead Exemption Available	Yes		
Discretionary Sales Surtax	1.5%		
Utility Service Tax (Public Service Tax)	10.0%		
Local Communications Services Tax (CST)	5.22%	6.1%	
	(Unincorporated)	(City)	

State

Corporate Income Tax	5.5%
Personal Income Tax	0.0%
Retail Sales Tax	6.0%

RECREATION**Outdoors Activities**

Boat Landings	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

Leon County Fiscal Year 2019 Adopted Budget

Statistical Summary

- 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 Apalache Historic State Park
- Tallahassee Antique Car Museum
- Mission San Luis
- Knott House Museum
- Florida Association of Museums
- Meek-Eaton Black Archives Museum
- Florida Trust For Historic Preservation
- Call-Collins House at The Grove

Parks

- 61 City
- 35 County

LEON COUNTY CANOPY ROADS

Centerville Road/Moccasin Gap Road

Meridian Road

Miccosukee Road

Old Bainbridge Road

Old Centerville Road

Old St. Augustine Road

Pisgah Church Road

Sunny Hill Road

Leon County Fiscal Year 2019 Adopted Budget

Statistical Summary

TRAVEL DISTANCE FROM TALLAHASSEE (in miles)

New York, New York	1,099	Melbourne, Florida	327
Atlanta, Georgia	261	Memphis, Tennessee	537
Austin, Texas	873	Miami, Florida	485
Birmingham, Alabama	302	Montgomery, Alabama	206
Boulder, Colorado	1,607	New Orleans, Louisiana	386
Chicago, Illinois	960	Orlando, Florida	259
Gainesville, Florida	156	Panama City, Florida	104
Jackson, Mississippi	431	Pensacola, Florida	197
Jacksonville, Florida	166	Portland, Oregon	2,839
Key West, Florida	641	San Diego, California	2,178
Louisville, Kentucky	665	Savannah, Georgia	302
Macon, Georgia	185	Tampa, Florida	276
		Washington, D.C.	870



Courtesy of Nations Online Project- www.nationsonline.org

Leon County Fiscal Year 2019 Tentative Budget

Budget Calendar

December 2017

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Monday, December 11, 2017	Board Retreat	Board of County Commissioners (BOCC) Executive Staff

<i>December 2017</i>						
SU	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						

January 2018

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Friday, January 5, 2018	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 26, 2018	Departments/Constitutional/Judicial Officers submit Internal Service Requests	Facilities Management Management Information Systems Human Resources Office of Management and Budget (OMB)

<i>January 2018</i>						
SU	M	T	W	T	FR	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2018

Wednesday, February 14, 2018 Thursday, February 15, 2018 Friday, February 16, 2018	GovMax Training GovMax Open to Dept.	OMB OMB/ All Departments
Friday, February 23, 2018	Deadline for New Capital Project Requests	OMB/All Departments
Tuesday, February 27, 2018	Establish maximum funding levels for outside agencies at regular meeting	Board of County Commissioners (BOCC)

<i>February 2018</i>						
SU	M	T	W	T	F	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

March 2018

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Friday, March 9, 2018 Friday, March 16, 2018	Department Narrative Sheets and Business Plans sent GovMax closes, existing and new CIP submissions in GovMax	OMB/All Departments OMB/All Departments
Friday, March 30, 2018	Department Narrative sheets and Business Plans are due	OMB/All Departments

<i>March 2018</i>						
SU	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 2019 Tentative Budget

Budget Calendar

April 2018

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Tuesday, April 3, 2018 10:00 am - 4:00 pm	Executive Administrative Hearing (if necessary)	County Administrator/ OMB/All Departments
Tuesday, April 24, 2018 9:00 am - 3:00 pm	Preliminary Budget Policy Workshop	OMB/All Departments

April 2018
SU M T W T F SA

1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2018

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Thursday, May 10, 2018	Constitutional Officers Meeting (if necessary)	County Administrator/OMB/ Constitutional officers

May 2018
SU 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		

June 2018

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Friday, June 1, 2018	Receive Tentative Certified Values from Property Appraiser	Property Appraiser
Friday, June 1, 2018	Notice to Property Appraisers regarding possible Non-Ad Valorem assessments for TRIM notice	Public Works/OMB/ Property Appraiser
Tuesday, June 19, 2018 9:00 am - 3:00 pm	Budget Workshop (Including presentation of the Mid-year report)	BOCC/County Administrator/ OMB/All Departments

June 2018
SU M T W T F SA

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

July 2018

Sunday, July 1, 2018	Certified Taxable Values provided by Property Appraiser	Property Appraiser
Sunday, July 1, 2018	Non-Ad Valorem assessments to be included on TRIM due to Property Appraiser	BOCC/ County Administrator/ OMB/ Property Appraiser
Tuesday, July 10, 2018 9:00 am — 3:00 pm (if necessary)	FY19 Budget Workshop	BOCC/ County Administrator/ OMB/All Departments
Tuesday, July 10, 2018	Regular Board Meeting	BOCC/ County Administrator/ OMB/ Departments/ Citizens

July 2018
S M T W T FR SA

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

Leon County Fiscal Year 2019 Tentative Budget

Budget Calendar

August 2018

Saturday, August 4, 2018	TRIM Maximum Millage Notice due to Property Appraiser and Department of Revenue	County Administrator/OMB/ Property Appraiser
Friday, August 24, 2018	Last day for Property Appraiser to mail TRIM notices	Property Appraiser

August 2018

SU	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	

September 2018

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Tuesday, September 4, 2018	BOCC- 1st Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2018/2019	BOCC/ County Administrator/ OMB/ Departments/ Citizens
Friday, September 14, 2018	Certification of Non-Ad Valorem assessment roll due to Tax Collector	County Administrator/ OMB/Property Appraiser
Monday, September 24, 2018	BOCC 2nd Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2018/2019	BOCC/ County Administrator/ OMB/ Departments/ Citizens
Friday, September 28, 2018	Submit Adopted Budget Resolutions to Property Appraiser and Tax Collector	County Administrator/OMB

September 2018

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

October 2018

Monday, October 1, 2018	Beginning of New Fiscal Year	OMB
Friday, October 26, 2018	30 day deadline to publish the adopted budget online	OMB
Friday, October 26, 2018	Final Day to Submit TRIM Compliance Certification to Department of Revenue (DOR)	County Administrator/ OMB

October 2018

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

Leon County Fiscal Year 2019 Adopted Budget

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Budget Cost Summaries

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Leon County Fiscal Year 2019 Adopted Budget

Appendix

Budget Cost Summaries

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Property Appraiser	26 - 117
Sheriff	26 - 118
Supervisor of Elections	26 - 122
Tax Collector	26 - 124
Court Administration	26 - 125
State Attorney	26 - 126
Public Defender	26 - 127
Other Court Related Programs	26 - 128
Guardian Ad Litem	26 - 130
Fire Control	26 - 131
Other Non-Operating	26 - 132
Risk Financing & Workers Compensation	26 - 134
Communications	26 - 135
Emergency Management	26 - 137

Leon County Fiscal Year 2019 Adopted Budget

Total Expenditures by Account

Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Budget
51100 Executive Salaries	854,675	850,916	887,639
51200 Regular Salaries And Wages	73,127,510	74,303,428	76,493,975
51250 Regular OPS Salaries	864,821	1,021,825	908,136
51300 Other Salaries & Wages	481,984	341,593	263,374
51400 Overtime	3,497,121	3,365,896	3,535,272
51500 Special Pay	266,208	196,861	445,954
51520 Special Pay - Hurricane Hermine	2,978	0	0
51530 Special Pay-Hurricane Irma	101,671	0	0
52100 Fica Taxes	5,647,416	6,008,417	6,128,905
52200 Retirement Contribution	11,789,953	12,046,302	12,913,245
52205 Other Retirement Contributions	36,748	32,256	32,256
52210 Deferred Compensation Match	100,685	138,854	138,855
52300 Life & Health Insurance	13,993,675	17,629,699	18,635,788
52305 Disability Insurance	0	6,877	6,877
52400 Workers Compensation	1,713,877	1,654,651	1,592,461
52500 Unemployment Compensation	16,441	80,000	80,000
52600 Class C Travel	4,335	0	0
53100 Professional Services	1,531,214	1,732,840	1,714,362
53101 Baker Act Payments	478,617	366,462	366,462
53102 Mental Health & Alcohol	217,329	279,194	279,194
53105 Gum Road Target Planning Area - FEMA Maps	9,332	0	0
53143 Other Administrative / Professional	31	24,000	24,000
53144 Professional Services / Medical	41,323	65,005	65,005
53160 Bank Service Charges	224,254	166,000	166,000
53200 Accounting And Auditing	253,173	298,000	298,000
53300 Court Reporter Services	0	4,170	4,170
53400 Other Contractual Services	36,383,407	37,312,919	38,955,568
53413 Administration	120	0	0
53441 Other Contractual / Poll Workers	156,843	0	0
53442 Other Cont / Elec Temp Agency Help	35,870	0	0
53443 Other Cont / Election Security	20,776	0	0
53444 Other Cont / Elec Equip Delivery	13,822	0	0
53450 Other Contractual Services - GPS	123,000	123,000	123,000
53500 Investigations	39,747	87,050	82,950
54000 Travel & Per Diem	336,175	440,481	449,712
54010 Travel-Local Mileage	248	200	200
54041 Travel and Per Diem	52,000	102,390	131,510
54042 Travel / Private Vehicle	159	200	200
54100 Communications	822,632	833,074	859,094
54101 Communication - Phone System	499,858	531,077	482,155
54102 DMS Centrex Billing	0	0	12,165
54110 Com-net Communications	585,053	902,185	675,643
54200 Postage	150,434	183,983	216,548
54300 Utility Services	3,251,794	3,887,204	3,859,185
54400 Rentals And Leases	735,312	798,948	1,091,138
54410 Rental and Leases / Polling Place St	12,040	0	0
54443 Rentals and Leases / Other	0	17,869	17,113
54500 Insurance	482,391	527,431	505,198
54502 A D & D Law Enforcement	25,390	32,958	25,818
54503 Public Official Liability	349,429	330,900	339,400
54504 Bonds	1,850	3,000	3,000
54505 Vehicle Coverage	688,322	531,713	489,191

Leon County Fiscal Year 2019 Adopted Budget

Total Expenditures by Account

Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Budget
54506 Property Insurance	1,661,340	1,728,026	1,727,763
54507 Aviation Insurance	45,526	46,435	51,535
54508 VFD - G/L Property, Equipment	-16,859	22,500	40,700
54509 Excess Deposit Premium	176,662	166,200	196,900
54510 Service Fee	55,875	57,000	57,000
54513 State Assessment	41,622	56,500	56,500
54514 Workers Comp Claims	1,711,157	1,200,000	1,200,000
54515 At Fault Vehicle Repair Claims	14,680	50,000	30,000
54516 General Liability Claims	90,952	100,000	110,000
54520 Insurance - Property	25,489	0	0
54530 Insurance-Prof. Liab	255,297	0	0
54541 Insurance / Auto	226,123	296,207	367,162
54542 Insurance / Professional Liability	212,680	518,957	575,705
54544 Insurance Prisoner/Medical	74,322	74,226	126,000
54600 Repairs And Maintenance	5,008,260	5,199,697	5,358,885
54601 Vehicle Repair	1,591,580	1,443,252	1,498,763
54610 Repairs And Maintenance-Fleet	356,925	500	500
54615 Maintenance and Repair	20,027	0	0
54641 Repair and Maintenance / Autos	170,653	728,892	759,342
54643 Repair and Maintenance / Radios	11,412	23,337	23,881
54644 Repair and Maintenance / Office Equipment	154,606	886,996	844,251
54646 Repair and Maintenance / Facilities	621,057	815,779	692,620
54700 Printing And Binding	224,727	525,147	358,668
54711 Printing & Binding / School Elections	617	0	0
54712 Printing & Binding / Elections Ballots	34,792	0	0
54713 Printing & Binding / PW Training Mate	5,868	0	0
54714 Printing & Binding / Precinct Notices	0	0	0
54800 Promotional Activities	631,217	782,216	781,241
54801 Recruitment	53,673	69,425	69,425
54860 TDC Direct Sales Promotions	32,657	55,322	49,662
54861 TDC Community Relations	3,937	13,300	13,300
54862 TDC Merchandise	4,955	5,000	5,000
54900 Other Current Charges & Obligations	5,699,834	6,659,811	6,083,964
54901 Nuisance Abatement	0	50,000	50,000
54908 Other Current Charges & Obligations	27,212	26,200	26,200
54909 Employee Incentives	16,860	57,900	48,900
54913 Clerk Circuit Court Fees	407,457	425,198	420,627
54917 Employee Assistance Program	3,420	3,000	5,000
54918 Staff Development & Training	6,550	31,483	31,483
54942 Other Current Charges / Auto	138,971	283,675	115,675
54948 Other Current Charges / Other	82,325	192,666	198,356
54949 Uniform Cleaning	30,039	86,860	91,500
54950 Tuition Assistance	31,735	56,225	49,225
54961 Administrative Hearing	2,566	0	0
54962 Canvassing Board	355	0	0
54963 Election Notices	3,753	0	0
54964 Voter Registration Notices	0	0	0
54980 Reimb Of Admin Costs	0	-350,000	0
54990 Indirect Costs	0	0	0
55100 Office Supplies	200,337	337,238	321,469
55111 Office Supplies / Early Voting	706	0	0
55112 Office Supplies / Precincts	74	0	0

Leon County Fiscal Year 2019 Adopted Budget

Total Expenditures by Account

Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Budget
55113 Office Supplies / Convassing Board	0	0	0
55200 Operating Supplies	3,700,640	3,766,513	3,572,017
55210 Fuel & Oil	1,546,401	1,428,264	1,228,972
55215 Motorcycle/Boat Supplies	5,712	0	0
55220 Aquatic Weed	0	0	0
55235 Investigative Supplies	19,826	0	0
55240 Data Processing Supplies	19,808	167,800	82,500
55241 Operating Supplies / Fuel and Lubrication	0	847,381	856,680
55242 Operating Supplies / Ammo	0	107,000	107,000
55244 Operating Supplies / Investigative	0	35,680	35,680
55246 Operating Supplies / Other Jail Supplies	440,104	406,254	406,254
55248 Operating Supplies / Motorcycles and Boats	0	10,000	10,000
55249 Operating Supplies / Miscellaneous	0	222,948	286,978
55250 Operating Supplies / Uniforms	429,370	600,067	591,276
55261 Operating Supplies / Early Voting	1,325	0	0
55262 Operating Supplies / Precincts	0	0	0
55263 Operating Supplies / Canvassing Board	141	0	0
55265 Ammunition	92,678	0	0
55270 Data Processing Supplies	24,389	0	0
55275 Computer Software	184,389	0	0
55280 Computer Hardware <\$1000 unit	0	3,000	29,500
55299 Reimbursable Supplies	134	0	0
55300 Road Materials And Supplies	436,001	547,624	562,624
55400 Publications, Subscriptions & Membe	310,281	285,404	294,992
55401 Training	250,034	491,142	493,610
56100 Land	779,560	0	0
56200 Building	2,535,939	914,105	1,917,265
56201 Building Improvements	1,174,494	985,815	3,221,758
56205 Technology Enhancements to Building	73,149	0	35,000
56294 Building - Construction	0	824,397	0
56295 Building - Professional Services	0	0	66,567
56300 Improvements Other Than Buildings	11,692,880	10,413,367	10,713,511
56393 Improvements: Architectural and Engineering	0	350,000	350,000
56394 Improvements: Construction	26,046	500,000	155,000
56400 Machinery And Equipment	7,832,075	6,019,782	5,672,938
56410 Machinery & Equipment <\$750	65,552	4,970	35,990
56441 Machinery and Equipment / Auto	477,860	382,475	1,260,500
56442 Machinery and Equipment - Jail	91,549	27,008	123,000
56443 Machinery and Equipment / Radio	25,589	54,200	47,400
56444 Machinery and Equipment / Office	0	87,392	156,421
56445 Machinery and Equipment / Investigation	11,870	15,070	7,200
56448 Machinery and Equipment / Other	66,460	46,380	112,850
56480 Machinery and Equipment - Other	0	0	0
56490 Capitalized Systems Costs	24,629	0	0
56600 Books, Publications & Libr Material	686,598	689,860	695,110
57100 Principal	7,649,077	7,272,239	6,982,000
57200 Interest	900,359	781,706	589,918
57300 Other Debt Service Costs	-22,309	3,400	3,400
58100 Aids To Government Agencies	6,320,392	5,346,159	5,635,605
58160 TDC Local T&E	1,296	1,500	1,500
58200 Aids To Private Organizations	242,270	235,000	222,000

Leon County Fiscal Year 2019 Adopted Budget

Total Expenditures by Account

Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Budget
58214 Cultural Resource Grant Prog (837)	164,656	263,791	284,525
58215 Local Arts Agency Program (837)	1,271,960	1,205,165	1,288,100
58222 Economic Development Council (856)	0	0	0
58224 Legal Services Of North Fl (801)	301,500	317,769	313,019
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
58231 Keep Tall Leon County Beautiful	0	0	0
58241 Friends of the LeRoy Collins Public Library	3,000	3,000	0
58246 United Partners for Human Services	23,750	23,750	23,750
58247 Whole Child Leon (Foundation for Leon County Schools)	46,653	38,000	38,000
58248 Commission on the Status of Women & Girls	20,000	20,000	20,000
58249 Trauma Center	200,000	200,000	0
58253 Domestic Violence Coordinating Council	25,000	25,000	25,000
58256 Veterans Day Parade	5,000	5,000	5,000
58257 Palmer Munroe Teen Center	0	0	0
58258 Operation Thank You!	10,515	15,900	15,900
58260 Culture and Recreation	0	0	0
58261 Honor Flight	15,000	20,000	20,000
58262 Homeless Shelter Relocation	100,000	100,000	100,000
58264 North Florida Homeless Veterans Stand Down	10,409	10,000	10,000
58300 Other Grants & Aids	628,291	649,835	699,835
58313 Housing Related Activities	0	0	0
58320 Sponsorships & Contributions	10,749	19,400	26,900
58340 Tubercular Care-transportation	0	2,000	2,000
58341 Indigent Burial	32,090	64,400	64,400
58342 Child Protection Exams	43,750	59,000	59,000
58343 Medicaid	2,787,173	2,847,241	3,036,826
58344 Human Service Grants	1,078,253	1,200,000	1,200,000
58345 Emergency Assistance	39,000	40,000	40,000
58346 Medical Examiner	581,160	498,096	405,620
58349 Military Personnel Grant Program	56,116	100,000	100,000
58351 Medical Examiner Facility Operating Costs	0	25,926	51,855
58365 Disadvantaged Youth Program	37,287	0	0
585000 Housing Grants & Aids	76,112	384,361	167,323
585290 Harold & Carol Griffith Rehab	500	0	0
585388 Housing Rehab	1,508	0	0
585415 Housing Rehab	36	0	0
585430 Housing Rehab	27	0	0
585432 Undefined	2,228	0	0
585433 Undefined	41,655	0	0
585440 Undefined	19,313	0	0
585441 Housing Rehab	44	0	0
585448 Undefined	300	0	0
585460 Housing Rehab	6,685	0	0
585463 Housing Rehab	1,589	0	0
585464 Housing Rehab	465	0	0
585466 Housing Rehab	650	0	0
585476 Housing Rehab	505	0	0
585478 Housing Rehab	210	0	0

Leon County Fiscal Year 2019 Adopted Budget

Total Expenditures by Account

Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Budget
586001 RED CROSS-DISASTER MITIGATION	1,468,656	0	0
586002 Catastrophe Reserves	7,959,511	0	0
587000 Rental Housing	239,981	0	0
587019 Housing Rehab	500	0	0
587020 Undefined	9,140	0	0
587021 Undefined	12,240	0	0
587024 Housing Rehab	37,763	0	0
587046 Undefined	1,281	0	0
587052 Undefined	52,787	0	0
587053 Undefined	41,645	0	0
587056 Undefined	42,095	0	0
587064 Undefined	8,790	0	0
59000 Sheriff Contingency - Operating	0	200,000	200,000
59010 Sheriff - Less SRO Contract	0	-1,447,759	-1,857,374
59100 Transfer	419,320	0	0
59302 Budget Transfers	1,609,217	1,670,645	1,764,742
59304 Budget Transfer	677,650	0	0
59306 Budget Transfer	5,143,525	5,094,412	5,088,414
59307 Budget Transfer	4,858,184	5,211,560	5,245,038
59308 SOE-BUDGET TRANSFER	361,891	0	0
59900 Budgeted Contingency	0	430,112	281,231
59902 Reserve For Future Projects	0	62,130	80,655
59903 Reserve for Future Programming	0	0	0
59904 Budgeted Contingency-Crime Prevention	0	87,783	0
59905 Budgeted Reserve-Homestead Exemption	0	0	2,093,426
59918 Reserve For Fund Balance	0	0	0
59926 Reserve For Future Liability	0	15,444	18,219
59930 Reserve For Article V	0	33,098	18,127
59990 Budgeted Contingency	0	12,457	14,546
Total	259,237,133	253,723,600	263,600,197

Leon County Fiscal Year 2019 Adopted Budget

County Commission

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-100-511 County Commission				
51100 Executive Salaries	572,520	569,023	592,452	609,077
51200 Regular Salaries and Wages	494,456	495,695	545,574	561,582
51500 Special Pay	0	0	8,220	8,220
52100 Fica Taxes	77,044	81,609	87,217	89,709
52200 Retirement Contribution	261,977	244,988	280,977	289,407
52300 Life & Health Insurance	180,602	197,632	210,089	223,731
52400 Workers Compensation	2,774	1,793	1,637	1,683
001-100-511 Totals	<u>1,589,373.00</u>	<u>1,590,740</u>	<u>1,726,166</u>	<u>1,783,409</u>
001-101-511 Commission District 1				
54000 Travel & Per Diem	12,761	8,000	8,000	8,000
54100 Communications	963	100	0	0
54900 Other Current Charges & Obligations	2,054	3,400	3,400	3,400
55100 Office Supplies	261	400	400	400
55200 Operating Supplies	202	600	600	600
55400 Publications, Subscriptions & Member	0	0	100	100
001-101-511 Totals	<u>16,241.00</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>
001-102-511 Commission District 2				
53400 Other Contractual Services	88	0	0	0
54000 Travel & Per Diem	1,381	8,200	8,200	8,200
54100 Communications	767	0	0	0
54700 Printing And Binding	0	200	200	200
54900 Other Current Charges & Obligations	25	2,929	2,700	2,700
55100 Office Supplies	637	700	700	700
55200 Operating Supplies	178	400	400	400
55400 Publications, Subscriptions & Member	818	71	300	300
55401 Training	1,570	0	0	0
001-102-511 Totals	<u>5,464.00</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>
001-103-511 Commission District 3				
54000 Travel & Per Diem	8,392	8,000	8,000	8,000
54900 Other Current Charges & Obligations	3,565	3,000	3,000	3,000
55100 Office Supplies	0	400	400	400
55200 Operating Supplies	485	1,100	1,100	1,100
001-103-511 Totals	<u>12,442.00</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>
001-104-511 Commission District 4				
54000 Travel & Per Diem	6,487	11,200	11,200	11,200
55100 Office Supplies	-51	300	300	300
55200 Operating Supplies	1,530	1,000	800	800
55400 Publications, Subscriptions & Member	0	0	200	200
001-104-511 Totals	<u>7,966.00</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>
001-105-511 Commission District 5				
54000 Travel & Per Diem	6,784	10,700	10,200	10,200
54900 Other Current Charges & Obligations	0	0	500	500
55100 Office Supplies	798	300	750	750
55200 Operating Supplies	514	900	0	0
55400 Publications, Subscriptions & Member	751	600	1,050	1,050
001-105-511 Totals	<u>8,847.00</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>

Leon County Fiscal Year 2019 Adopted Budget

County Commission

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-106-511 Commission At-Large (Group 1)				
54000 Travel & Per Diem	4,878	8,000	8,000	8,000
54100 Communications	127	0	0	0
54200 Postage	0	50	50	50
54700 Printing And Binding	0	100	100	100
54900 Other Current Charges & Obligations	80	1,350	1,350	1,350
55100 Office Supplies	238	1,000	1,000	1,000
55200 Operating Supplies	1,025	2,000	2,000	2,000
001-106-511 Totals	<u>6,348.00</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>
001-107-511 Commission At-Large (Group 2)				
54000 Travel & Per Diem	10,834	9,900	9,900	9,900
54700 Printing And Binding	361	400	400	400
54900 Other Current Charges & Obligations	-15	1,200	1,200	1,200
55100 Office Supplies	681	500	500	500
55200 Operating Supplies	37	0	0	0
55400 Publications, Subscriptions & Member	0	500	500	500
001-107-511 Totals	<u>11,898.00</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>
001-108-511 Commissioners' Account				
54100 Communications	4,543	4,650	4,650	4,650
54101 Communication - Phone System	1,391	1,053	845	845
54102 DMS Centrex Billing	0	0	15	15
54200 Postage	23	1,500	1,500	1,500
54400 Rentals and Leases	0	3,000	3,000	3,000
54700 Printing And Binding	0	500	500	500
54900 Other Current Charges & Obligations	238	1,000	1,000	1,000
55100 Office Supplies	0	700	700	700
55200 Operating Supplies	14,112	12,865	12,865	12,865
001-108-511 Totals	<u>20,307.00</u>	<u>25,268</u>	<u>25,075</u>	<u>25,075</u>
County Commission Totals	<u>1,678,886.00</u>	<u>1,703,508</u>	<u>1,838,741</u>	<u>1,895,984</u>

Leon County Fiscal Year 2019 Adopted Budget

County Administration

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-110-512 County Administration				
51200 Regular Salaries And Wages	747,373	740,367	788,825	811,997
52100 Fica Taxes	43,954	45,830	47,288	47,819
52200 Retirement Contribution	140,129	148,942	168,376	173,289
52205 Other Retirement Contributions	16,666	15,620	15,620	15,620
52300 Life & Health Insurance	56,877	69,667	73,359	77,399
52305 Disability Insurance	0	3,508	3,508	3,508
52400 Workers Compensation	1,943	1,314	1,189	1,224
54000 Travel & Per Diem	16,687	23,500	23,500	23,500
54100 Communications	2,092	923	923	923
54101 Communication - Phone System	2,430	3,691	845	845
54102 DMS Centrex Billing	0	0	25	25
54700 Printing And Binding	0	60	60	60
54900 Other Current Charges & Obligations	1,073	3,152	4,052	4,052
55200 Operating Supplies	4,099	1,800	1,800	1,800
55400 Publications, Subscriptions & Membe	2,945	3,733	3,733	3,733
55401 Training	320	0	0	0
001-110-512 Totals	<u>1,036,588.00</u>	<u>1,062,107</u>	<u>1,133,103</u>	<u>1,165,794</u>
County Administration Totals	<u>1,036,588.00</u>	<u>1,062,107</u>	<u>1,133,103</u>	<u>1,165,794</u>

Leon County Fiscal Year 2019 Adopted Budget

Strategic Initiatives

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-115-513 Strategic Initiatives				
51200 Regular Salaries and Wages	357,583	368,900	362,431	373,247
51400 Overtime	17	0	0	0
51500 Special Pay	0	0	1,400	1,400
52100 Fica Taxes	25,914	28,456	28,437	29,268
52200 Retirement Contribution	25,290	26,965	28,447	29,301
52210 Deferred Compensation Match	1,250	0	0	0
52300 Life & Health Insurance	71,257	77,285	64,934	68,804
52400 Workers Compensation	929	649	541	558
53400 Other Contractual Services	172,112	170,000	170,000	170,000
54000 Travel & Per Diem	8,289	10,400	10,400	10,400
54101 Communication - Phone System	176	326	330	330
54200 Postage	132	0	0	0
54800 Promotional Activities	25	0	0	0
54900 Other Current Charges & Obligations	26,947	72,700	46,200	46,200
55100 Office Supplies	1,722	1,080	1,080	1,080
55200 Operating Supplies	8,827	4,000	4,000	4,000
55400 Publications, Subscriptions & Member	11,918	6,207	6,207	6,207
55401 Training	0	1,600	1,600	1,600
58248 Commission on the Status of Women & Girls	20,000	20,000	20,000	20,000
001-115-513 Totals	<u>732,388.00</u>	<u>788,568</u>	<u>746,007</u>	<u>762,395</u>
001-116-513 Community and Media Relations				
51200 Regular Salaries and Wages	214,759	267,059	266,583	274,516
51500 Special Pay	0	0	4,530	4,530
52100 Fica Taxes	15,790	20,456	20,406	21,013
52200 Retirement Contribution	16,026	20,932	21,841	22,496
52300 Life & Health Insurance	39,008	58,696	56,053	59,853
52400 Workers Compensation	555	467	398	410
53100 Professional Services	37,354	30,684	55,684	55,684
53400 Other Contractual Services	438	0	0	0
54000 Travel & Per Diem	8,811	9,500	9,500	9,500
54100 Communications	1,823	1,620	1,620	1,620
54101 Communication - Phone System	0	0	200	200
54200 Postage	2,390	2,512	2,512	2,512
54505 Vehicle Coverage	0	493	408	408
54601 Vehicle Repair	232	675	410	410
54700 Printing and Binding	10,617	15,500	15,500	15,500
54800 Promotional Activities	162,336	111,900	111,900	111,900
54900 Other Current Charges & Obligations	22,452	56,500	93,000	83,000
55100 Office Supplies	524	1,180	1,180	1,180
55200 Operating Supplies	4,372	5,500	5,500	5,500
55210 Fuel & Oil	304	510	550	550
55400 Publications, Subscriptions & Member	8,808	1,477	1,477	7,000
55401 Training	2,497	3,580	3,580	3,580
001-116-513 Totals	<u>549,096.00</u>	<u>609,241</u>	<u>672,832</u>	<u>681,362</u>
Strategic Initiatives Totals	<u>1,281,484.00</u>	<u>1,397,809</u>	<u>1,418,839</u>	<u>1,443,757</u>

Leon County Fiscal Year 2019 Adopted Budget

Human Resources

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-160-513 Human Resources				
51200 Regular Salaries and Wages	801,048	794,679	812,644	836,889
51500 Special Pay	0	0	8,820	8,820
51530 Special Pay-Hurricane Irma	339	0	0	0
52100 Fica Taxes	58,428	61,087	58,098	59,823
52200 Retirement Contribution	76,235	76,742	75,984	78,263
52210 Deferred Compensation Match	1,524	1,400	1,400	1,400
52300 Life & Health Insurance	127,823	138,535	110,594	117,903
52400 Workers Compensation	2,215	1,509	1,125	1,159
53100 Professional Services	6,264	25,000	25,000	25,000
53500 Investigations	6,161	9,400	9,400	9,400
54000 Travel & Per Diem	4,688	9,388	9,388	9,388
54100 Communications	0	1,215	1,215	1,215
54101 Communication - Phone System	1,927	1,810	1,410	1,410
54102 DMS Centrex Billing	0	0	15	15
54200 Postage	1,107	1,185	1,185	1,185
54400 Rentals and Leases	8,805	9,095	9,290	9,290
54700 Printing and Binding	0	3,850	3,850	3,850
54800 Promotional Activities	1,071	2,172	2,172	2,172
54801 Recruitment	53,673	67,925	67,925	67,925
54900 Other Current Charges & Obligations	37,070	50,864	54,864	54,864
54909 Employee Incentives	16,860	57,900	48,900	48,900
54917 Employee Assistance Program	3,420	3,000	5,000	5,000
54918 Staff Development & Training	6,550	31,483	31,483	31,483
54950 Tuition Assistance	28,435	49,225	44,225	44,225
55100 Office Supplies	2,757	4,440	4,440	4,440
55200 Operating Supplies	3,915	5,772	5,772	5,772
55400 Publications, Subscriptions & Member	2,187	2,599	2,599	2,599
55401 Training	5,485	8,289	8,289	8,289
001-160-513 Totals	<u>1,257,987.00</u>	<u>1,418,564</u>	<u>1,405,087</u>	<u>1,440,679</u>
Human Resources Totals	<u>1,257,987.00</u>	<u>1,418,564</u>	<u>1,405,087</u>	<u>1,440,679</u>

Leon County Fiscal Year 2019 Adopted Budget

Management Information Services

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
120-076055-524 Growth & Environmental Management Technology				
56400 Machinery and Equipment	740	0	0	0
120-076055-524 Totals	<u>740.00</u>	<u>0</u>	<u>0</u>	<u>0</u>
135-076058-526 Emergency Medical Services Technology				
56400 Machinery and Equipment	37,128	25,000	0	0
56410 Machinery & Equipment <\$750	0	0	25,000	25,000
135-076058-526 Totals	<u>37,128.00</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
305-076001-519 Financial Hardware and Software				
56400 Machinery and Equipment	96,864	125,000	25,000	25,000
305-076001-519 Totals	<u>96,864.00</u>	<u>125,000</u>	<u>25,000</u>	<u>25,000</u>
305-076003-519 Data Wiring				
56400 Machinery and Equipment	16,573	0	0	0
305-076003-519 Totals	<u>16,573.00</u>	<u>0</u>	<u>0</u>	<u>0</u>
305-076004-519 Digital Phone System				
56400 Machinery and Equipment	135,974	0	0	0
305-076004-519 Totals	<u>135,974.00</u>	<u>0</u>	<u>0</u>	<u>0</u>
305-076005-519 Supervisor of Elections Technology				
56400 Machinery and Equipment	89,097	67,350	69,600	50,000
305-076005-519 Totals	<u>89,097.00</u>	<u>67,350</u>	<u>69,600</u>	<u>50,000</u>
305-076008-519 County Compute Infrastructure				
56400 Machinery and Equipment	495,742	550,000	550,000	550,000
56410 Machinery & Equipment <\$750	17,699	0	0	0
305-076008-519 Totals	<u>513,441.00</u>	<u>550,000</u>	<u>550,000</u>	<u>550,000</u>
305-076009-539 Geographic Information Systems				
56400 Machinery and Equipment	148,946	188,280	188,280	188,280
305-076009-539 Totals	<u>148,946.00</u>	<u>188,280</u>	<u>188,280</u>	<u>188,280</u>
305-076011-571 Library Services Technology				
56400 Machinery and Equipment	172,509	73,000	50,000	50,000
305-076011-571 Totals	<u>172,509.00</u>	<u>73,000</u>	<u>50,000</u>	<u>50,000</u>
305-076015-537 Permit & Enforcement Tracking System				
56400 Machinery and Equipment	214,811	150,000	150,000	150,000
305-076015-537 Totals	<u>214,811.00</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>
305-076018-519 Network Backbone Upgrade				
56400 Machinery and Equipment	166,581	0	0	0
56490 Capitalized Systems Costs	24,629	0	0	0
305-076018-519 Totals	<u>191,210.00</u>	<u>0</u>	<u>0</u>	<u>0</u>

Leon County Fiscal Year 2019 Adopted Budget

Management Information Services

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
305-076022-519 Technology In Chambers				
56400 Machinery and Equipment	47,662	0	0	0
305-076022-519 Totals	<u>47,662.00</u>	<u>0</u>	<u>0</u>	<u>0</u>
305-076023-519 Courtroom Technology				
54400 Rentals and Leases	0	0	36,425	36,425
56400 Machinery and Equipment	92,637	132,000	95,575	95,575
305-076023-519 Totals	<u>92,637.00</u>	<u>132,000</u>	<u>132,000</u>	<u>132,000</u>
305-076024-519 User Computer Upgrades				
56400 Machinery and Equipment	319,242	300,000	300,000	400,000
305-076024-519 Totals	<u>319,242.00</u>	<u>300,000</u>	<u>300,000</u>	<u>400,000</u>
305-076042-519 Mobile Devices				
56400 Machinery and Equipment	40,564	25,000	25,000	25,000
305-076042-519 Totals	<u>40,564.00</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
305-076047-519 State Attorney Technology				
56400 Machinery and Equipment	30,000	70,000	110,900	110,900
305-076047-519 Totals	<u>30,000.00</u>	<u>70,000</u>	<u>110,900</u>	<u>110,900</u>
305-076051-519 Public Defender Technology				
56400 Machinery and Equipment	87,679	50,000	50,000	50,000
305-076051-519 Totals	<u>87,679.00</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
305-076060-539 Geographic Information Systems Incremental Basemap Update				
56400 Machinery and Equipment	298,500	298,500	298,500	298,500
305-076060-539 Totals	<u>298,500.00</u>	<u>298,500</u>	<u>298,500</u>	<u>298,500</u>
305-076061-519 Records Management				
56400 Machinery and Equipment	21,083	50,000	0	0
305-076061-519 Totals	<u>21,083.00</u>	<u>50,000</u>	<u>0</u>	<u>0</u>
305-076063-519 E-Filing System for Court Documents				
56400 Machinery and Equipment	2,480	0	0	125,000
305-076063-519 Totals	<u>2,480.00</u>	<u>0</u>	<u>0</u>	<u>125,000</u>
Management Information Services Totals	<u>2,557,140.00</u>	<u>2,104,130</u>	<u>1,974,280</u>	<u>2,179,680</u>

Leon County Fiscal Year 2019 Adopted Budget

County Attorney

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-120-514 County Attorney				
51200 Regular Salaries and Wages	1,163,936	1,135,676	1,075,161	1,105,984
51400 Overtime	31	0	0	0
51500 Special Pay	0	0	19,530	19,530
52100 Fica Taxes	69,795	73,796	71,357	73,131
52200 Retirement Contribution	122,128	133,186	127,330	130,979
52205 Other Retirement Contributions	20,082	16,636	16,636	16,636
52210 Deferred Compensation Match	887	1,749	1,749	1,749
52300 Life & Health Insurance	123,515	142,069	147,703	156,813
52305 Disability Insurance	0	3,369	3,369	3,369
52400 Workers Compensation	2,095	1,709	1,212	1,248
53100 Professional Services	397,945	450,000	450,000	450,000
53400 Other Contractual Services	17,177	12,800	12,800	12,800
54000 Travel & Per Diem	31,905	25,200	25,200	25,200
54100 Communications	2,917	2,500	2,500	2,500
54101 Communication - Phone System	1,800	1,298	22,555	22,555
54200 Postage	747	475	475	475
54400 Rentals and Leases	4,708	4,250	4,470	4,470
54600 Repairs and Maintenance	0	100	100	100
54700 Printing and Binding	2,284	8,375	8,375	8,375
55100 Office Supplies	5,478	7,000	7,000	7,000
55200 Operating Supplies	461	5,000	5,000	5,000
55400 Publications, Subscriptions & Member	70,327	59,250	59,250	59,250
55401 Training	0	100	100	100
001-120-514 Totals	<u>2,038,218.00</u>	<u>2,084,538</u>	<u>2,061,872</u>	<u>2,107,264</u>
County Attorney Totals	<u>2,038,218.00</u>	<u>2,084,538</u>	<u>2,061,872</u>	<u>2,107,264</u>

Leon County Fiscal Year 2019 Adopted Budget

Permit and Code Services

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
121-423-537 Permit & Code Services				
51200 Regular Salaries and Wages	359,995	235,951	284,194	312,034
51400 Overtime	62	0	0	0
51500 Special Pay	0	0	360	360
51530 Special Pay-Hurricane Irma	943	0	0	0
52100 Fica Taxes	25,477	18,368	23,637	24,237
52200 Retirement Contribution	29,471	20,550	27,254	27,968
52210 Deferred Compensation Match	742	2,626	2,626	2,626
52300 Life & Health Insurance	77,847	54,774	70,727	75,282
52400 Workers Compensation	1,613	416	1,579	1,626
53100 Professional Services	0	1,120	1,120	1,120
54000 Travel & Per Diem	0	2,145	2,145	2,145
54100 Communications	2,140	3,080	2,880	2,880
54101 Communication - Phone System	4,272	3,546	4,190	4,190
54200 Postage	17,071	3,122	3,122	3,122
54400 Rentals and Leases	0	339	1,580	1,580
54505 Vehicle Coverage	1,858	1,179	977	977
54600 Repairs and Maintenance	0	636	636	636
54601 Vehicle Repair	768	1,790	2,615	2,615
54700 Printing and Binding	242	500	500	500
54900 Other Current Charges & Obligations	12,058	3,500	3,500	3,500
54901 Nuisance Abatement	0	50,000	50,000	50,000
55100 Office Supplies	2,105	2,911	2,911	2,911
55200 Operating Supplies	7,105	10,997	10,997	10,997
55210 Fuel & Oil	1,307	1,650	1,925	1,925
55400 Publications, Subscriptions & Member	1,058	1,127	1,127	1,127
55401 Training	1,114	1,000	1,000	1,000
121-423-537 Totals	<u>547,248.00</u>	<u>421,327</u>	<u>501,602</u>	<u>535,358</u>
Permit and Code Services Totals	<u>547,248.00</u>	<u>421,327</u>	<u>501,602</u>	<u>535,358</u>

Leon County Fiscal Year 2019 Adopted Budget

DS Support Services

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
121-424-537 DS Support Services				
51200 Regular Salaries and Wages	179,280	189,088	240,634	265,028
51530 Special Pay-Hurricane Irma	85	0	0	0
52100 Fica Taxes	11,582	12,785	17,367	17,666
52200 Retirement Contribution	19,749	21,198	29,771	30,664
52210 Deferred Compensation Match	379	0	0	0
52300 Life & Health Insurance	25,446	27,263	40,325	42,867
52400 Workers Compensation	466	328	382	392
53400 Other Contractual Services	0	250	250	250
54000 Travel & Per Diem	2,246	4,515	4,515	4,515
54100 Communications	1,039	580	3,080	3,080
54200 Postage	10	720	720	720
54400 Rentals and Leases	6,186	6,300	1,580	1,580
54600 Repairs and Maintenance	0	3,246	2,246	2,246
54700 Printing and Binding	38	2,000	500	500
54900 Other Current Charges & Obligations	50	0	0	0
55100 Office Supplies	734	1,308	1,308	1,308
55200 Operating Supplies	3,920	8,194	8,194	8,194
55400 Publications, Subscriptions & Member	1,284	1,682	1,682	1,682
55401 Training	1,480	1,900	1,900	1,900
121-424-537 Totals	<u>253,974.00</u>	<u>281,357</u>	<u>354,454</u>	<u>382,592</u>
DS Support Services Totals	<u>253,974.00</u>	<u>281,357</u>	<u>354,454</u>	<u>382,592</u>

Leon County Fiscal Year 2019 Adopted Budget

Building Plans Review & Inspection

Dangerous Animal Classification Committee (Leon County Code of Laws, Chapter 4); Animal Control Ordinance Review Committee (Leon County Code of Laws, Chapter 4)

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
120-220-524 Building Plans Review and Inspection				
51200 Regular Salaries And Wages	1,028,726	1,241,395	1,188,475	1,222,727
51400 Overtime	8,159	16,381	16,381	16,381
51500 Special Pay	0	0	2,650	2,650
51530 Special Pay-Hurricane Irma	855	0	0	0
52100 Fica Taxes	74,896	95,086	91,303	93,888
52200 Retirement Contribution	91,044	111,105	111,471	114,711
52210 Deferred Compensation Match	1,371	2,406	2,406	2,406
52300 Life & Health Insurance	231,148	317,820	351,874	375,605
52400 Workers Compensation	19,504	15,371	14,747	15,171
53400 Other Contractual Services	269	2,000	2,000	2,000
54000 Travel & Per Diem	2,861	1,232	1,232	1,232
54100 Communications	9,804	11,400	11,400	11,400
54101 Communication - Phone System	1,185	877	695	695
54102 DMS Centrex Billing	0	0	30	30
54200 Postage	652	3,000	3,000	3,000
54400 Rentals And Leases	2,457	4,994	11,900	11,900
54505 Vehicle Coverage	6,047	4,652	3,856	3,856
54600 Repairs And Maintenance	0	618	618	618
54601 Vehicle Repair	10,686	14,110	13,340	13,340
54700 Printing And Binding	459	7,500	7,500	7,500
54900 Other Current Charges & Obligations	0	1,820	1,820	1,820
55100 Office Supplies	955	3,784	3,784	3,784
55200 Operating Supplies	14,343	11,320	11,320	11,320
55210 Fuel & Oil	13,094	17,780	19,800	19,800
55400 Publications, Subscriptions & Membe	3,376	5,448	5,448	5,448
55401 Training	3,448	12,700	12,700	12,700
120-220-524 Totals	<u>1,525,339.00</u>	<u>1,902,799</u>	<u>1,889,750</u>	<u>1,953,982</u>
Building Plans Review & Inspection Totals	<u>1,525,339.00</u>	<u>1,902,799</u>	<u>1,889,750</u>	<u>1,953,982</u>

Leon County Fiscal Year 2019 Adopted Budget

Environmental Services

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
121-420-537 Environmental Services				
51200 Regular Salaries and Wages	1,056,732	1,079,007	1,069,098	1,101,050
51400 Overtime	43	3,000	3,000	3,000
51500 Special Pay	0	0	8,690	8,690
51530 Special Pay-Hurricane Irma	916	0	0	0
52100 Fica Taxes	76,213	82,858	81,985	84,171
52200 Retirement Contribution	107,729	115,627	119,618	123,204
52210 Deferred Compensation Match	1,326	5,359	5,359	5,359
52300 Life & Health Insurance	166,576	190,351	199,033	211,454
52400 Workers Compensation	20,352	12,851	10,841	11,165
53400 Other Contractual Services	80	0	0	0
54000 Travel & Per Diem	4,178	4,400	4,400	4,400
54100 Communications	9,632	17,368	18,168	18,168
54101 Communication - Phone System	1,401	1,268	1,630	1,630
54200 Postage	1,570	1,970	1,970	1,970
54400 Rentals and Leases	0	339	1,580	1,580
54505 Vehicle Coverage	7,190	4,563	3,782	3,782
54601 Vehicle Repair	6,139	8,220	7,040	7,040
54700 Printing and Binding	76	1,205	1,205	1,205
54900 Other Current Charges & Obligations	50	1,050	1,050	1,050
55100 Office Supplies	1,846	3,162	3,162	3,162
55200 Operating Supplies	9,187	6,176	6,176	6,176
55210 Fuel & Oil	7,942	11,290	12,130	12,130
55400 Publications, Subscriptions & Member	1,888	1,165	1,165	1,165
55401 Training	4,532	8,000	8,000	8,000
121-420-537 Totals	<u>1,485,598.00</u>	<u>1,559,229</u>	<u>1,569,082</u>	<u>1,619,551</u>
125-866-524 DEP Storage Tank				
51200 Regular Salaries and Wages	119,242	119,084	123,542	127,248
51400 Overtime	0	3,000	3,000	3,000
52100 Fica Taxes	8,929	9,386	9,727	10,010
52200 Retirement Contribution	8,819	9,420	10,205	10,510
52300 Life & Health Insurance	7,365	11,428	11,927	12,485
52400 Workers Compensation	3,327	2,129	1,986	2,046
54000 Travel & Per Diem	0	2,341	2,341	2,341
54200 Postage	0	400	400	400
54505 Vehicle Coverage	0	761	631	631
54601 Vehicle Repair	358	3,175	975	975
55100 Office Supplies	102	0	0	0
55200 Operating Supplies	1,443	2,188	2,188	2,188
55210 Fuel & Oil	1,680	2,250	2,405	2,405
55400 Publications, Subscriptions & Member	1,529	60	60	60
55401 Training	80	1,100	1,100	1,100
125-866-524 Totals	<u>152,874.00</u>	<u>166,722</u>	<u>170,487</u>	<u>175,399</u>
Environmental Services Totals	<u>1,638,472.00</u>	<u>1,725,951</u>	<u>1,739,569</u>	<u>1,794,950</u>

Leon County Fiscal Year 2019 Adopted Budget

Development Services

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
121-422-537 Development Services				
51200 Regular Salaries and Wages	542,918	499,747	515,792	529,880
51250 Regular OPS Salaries	8,847	12,480	12,480	12,854
51500 Special Pay	0	0	3,890	3,890
51530 Special Pay-Hurricane Irma	615	0	0	0
52100 Fica Taxes	38,974	39,755	40,707	41,813
52200 Retirement Contribution	40,403	39,211	43,304	44,497
52210 Deferred Compensation Match	210	2,844	2,844	2,844
52300 Life & Health Insurance	135,015	133,756	149,006	159,024
52400 Workers Compensation	3,392	2,071	1,880	1,936
53400 Other Contractual Services	41	0	0	0
54000 Travel & Per Diem	1,518	8,300	8,300	8,300
54100 Communications	849	1,224	1,224	1,224
54101 Communication - Phone System	1,320	1,504	1,685	1,685
54200 Postage	2,920	3,882	3,882	3,882
54400 Rentals and Leases	0	339	1,580	1,580
54505 Vehicle Coverage	3,181	1,716	1,422	1,422
54601 Vehicle Repair	46	750	490	490
54700 Printing and Binding	0	2,381	2,381	2,381
54900 Other Current Charges & Obligations	25,989	29,892	28,692	28,692
55100 Office Supplies	2,610	3,996	3,996	3,996
55200 Operating Supplies	5,132	6,715	6,715	6,715
55210 Fuel & Oil	165	380	415	415
55400 Publications, Subscriptions & Member	3,606	4,105	4,105	4,105
55401 Training	2,264	5,475	5,475	5,475
121-422-537 Totals	<u>820,015.00</u>	<u>800,523</u>	<u>840,265</u>	<u>867,100</u>
Development Services Totals	<u>820,015.00</u>	<u>800,523</u>	<u>840,265</u>	<u>867,100</u>

Leon County Fiscal Year 2019 Adopted Budget

PW Support Services

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
106-400-541 Support Services				
51200 Regular Salaries and Wages	374,341	340,255	357,006	367,559
51500 Special Pay	0	0	730	730
51530 Special Pay-Hurricane Irma	1,120	0	0	0
52100 Fica Taxes	25,417	23,781	24,641	25,135
52200 Retirement Contribution	44,066	42,279	45,010	46,359
52210 Deferred Compensation Match	514	766	766	766
52300 Life & Health Insurance	50,850	50,812	54,025	57,570
52400 Workers Compensation	2,043	592	528	545
53400 Other Contractual Services	131,481	129,110	120,880	120,880
54000 Travel & Per Diem	0	3,215	3,215	3,215
54100 Communications	7	0	0	0
54101 Communication - Phone System	1,009	526	595	595
54102 DMS Centrex Billing	0	0	190	190
54200 Postage	143	220	220	220
54400 Rentals and Leases	-99	0	14,845	14,845
54600 Repairs and Maintenance	0	300	300	300
54700 Printing and Binding	0	165	165	165
55100 Office Supplies	205	2,530	2,068	2,068
55200 Operating Supplies	2,515	5,034	4,571	4,571
55400 Publications, Subscriptions & Member	2,615	3,097	4,022	4,022
55401 Training	667	1,390	1,390	1,390
106-400-541 Totals	<u>636,894.00</u>	<u>604,072</u>	<u>635,167</u>	<u>651,125</u>
PW Support Services Totals	<u>636,894.00</u>	<u>604,072</u>	<u>635,167</u>	<u>651,125</u>

Leon County Fiscal Year 2019 Adopted Budget

Operations

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-216-562 Mosquito Control				
51200 Regular Salaries and Wages	170,774	219,134	225,666	232,433
51250 Regular OPS Salaries	102,452	121,642	121,642	121,642
51400 Overtime	36,472	36,000	36,000	36,000
51500 Special Pay	0	0	670	670
51530 Special Pay-Hurricane Irma	2,203	0	0	0
52100 Fica Taxes	22,941	23,716	27,043	27,563
52200 Retirement Contribution	22,429	23,109	27,636	28,163
52210 Deferred Compensation Match	509	655	655	655
52300 Life & Health Insurance	49,158	69,766	66,294	70,536
52400 Workers Compensation	13,920	30,097	22,903	23,471
53400 Other Contractual Services	18,443	36,126	36,126	36,126
54100 Communications	8,485	7,128	8,448	8,448
54101 Communication - Phone System	506	253	230	230
54200 Postage	1,946	2,640	2,640	2,640
54300 Utility Services	1,634	4,800	4,800	4,800
54505 Vehicle Coverage	11,548	7,330	6,075	6,075
54507 Aviation Insurance	6,504	6,635	6,635	6,635
54600 Repairs and Maintenance	2,466	3,228	3,228	3,228
54601 Vehicle Repair	21,830	26,860	25,635	25,635
54700 Printing and Binding	1,929	2,335	2,335	2,335
54800 Promotional Activities	963	7,400	7,400	7,400
55100 Office Supplies	692	1,471	1,471	1,471
55200 Operating Supplies	140,688	185,898	184,578	184,578
55210 Fuel & Oil	21,297	26,637	25,690	25,690
55400 Publications, Subscriptions & Member	295	300	300	300
55401 Training	3,549	3,406	3,406	3,406
001-216-562 Totals	<u>663,633.00</u>	<u>846,566</u>	<u>847,506</u>	<u>860,130</u>

Leon County Fiscal Year 2019 Adopted Budget

Operations

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
106-431-541 Transportation Maintenance				
51200 Regular Salaries and Wages	1,838,220	1,878,598	1,924,749	1,982,337
51400 Overtime	165,217	42,590	42,590	42,590
51500 Special Pay	0	0	7,640	7,640
51530 Special Pay-Hurricane Irma	23,095	0	0	0
52100 Fica Taxes	144,447	148,039	152,266	156,542
52200 Retirement Contribution	158,113	153,912	164,348	169,272
52210 Deferred Compensation Match	14,281	10,058	10,058	10,058
52300 Life & Health Insurance	479,606	611,623	632,651	672,289
52400 Workers Compensation	123,262	126,256	124,473	128,201
53400 Other Contractual Services	259,905	407,293	469,166	469,166
54100 Communications	6,178	11,335	8,455	8,455
54101 Communication - Phone System	3,262	2,357	1,715	1,715
54200 Postage	319	210	210	210
54300 Utility Services	44,088	66,711	89,902	89,902
54400 Rentals and Leases	45,039	4,864	4,749	4,749
54505 Vehicle Coverage	62,909	39,930	33,097	33,097
54600 Repairs and Maintenance	10,384	3,120	3,120	3,120
54601 Vehicle Repair	323,531	224,555	250,380	250,380
54900 Other Current Charges & Obligations	1,414	8,220	8,220	9,420
55100 Office Supplies	5,338	4,305	4,305	4,305
55200 Operating Supplies	59,709	62,141	43,541	47,141
55210 Fuel & Oil	157,254	210,281	214,245	214,245
55300 Road Materials and Supplies	363,167	368,835	383,835	383,835
55400 Publications, Subscriptions & Member	625	1,695	1,695	1,695
55401 Training	2,340	6,300	6,300	6,300
56400 Machinery and Equipment	5,865	0	0	0
106-431-541 Totals	<u>4,297,568.00</u>	<u>4,393,228</u>	<u>4,581,710</u>	<u>4,696,664</u>

Leon County Fiscal Year 2019 Adopted Budget

Operations

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
106-432-541 Right-Of-Way Management				
51200 Regular Salaries and Wages	980,139	1,095,183	1,104,995	1,138,110
51400 Overtime	87,215	72,814	72,814	72,814
51500 Special Pay	0	0	750	750
51530 Special Pay-Hurricane Irma	10,122	0	0	0
52100 Fica Taxes	75,654	85,475	86,139	88,673
52200 Retirement Contribution	83,539	92,462	91,314	94,042
52210 Deferred Compensation Match	4,761	4,482	4,482	4,482
52300 Life & Health Insurance	323,484	425,729	499,797	533,166
52400 Workers Compensation	73,747	81,824	77,248	79,566
53400 Other Contractual Services	335,278	600,987	619,431	640,340
54100 Communications	35	0	0	0
54300 Utility Services	4,951	11,435	11,435	11,435
54400 Rentals and Leases	0	553	553	553
54505 Vehicle Coverage	31,854	4,372	17,159	17,159
54600 Repairs and Maintenance	19,047	17,700	17,700	17,700
54601 Vehicle Repair	150,327	160,835	153,840	153,840
54900 Other Current Charges & Obligations	1,279	3,265	3,265	3,265
55100 Office Supplies	2,500	2,825	2,825	2,825
55200 Operating Supplies	40,653	50,976	50,976	50,976
55210 Fuel & Oil	73,406	109,419	107,760	107,760
55300 Road Materials and Supplies	10,123	35,840	35,840	35,840
55400 Publications, Subscriptions & Member	535	931	931	931
55401 Training	2,032	6,280	6,280	6,280
106-432-541 Totals	<u>2,310,681.00</u>	<u>2,863,387</u>	<u>2,965,534</u>	<u>3,060,507</u>
123-433-538 Stormwater Maintenance				
51200 Regular Salaries and Wages	1,200,971	1,460,098	1,432,201	1,474,450
51400 Overtime	129,197	46,506	46,506	46,506
51500 Special Pay	0	0	6,170	6,170
51530 Special Pay-Hurricane Irma	13,548	0	0	0
52100 Fica Taxes	97,144	114,776	112,451	115,699
52200 Retirement Contribution	107,907	121,985	124,445	128,110
52210 Deferred Compensation Match	9,326	15,418	15,418	15,418
52300 Life & Health Insurance	265,531	428,461	527,766	562,484
52400 Workers Compensation	71,655	123,526	118,308	121,797
53400 Other Contractual Services	308,474	352,567	322,567	322,567
54100 Communications	938	4,020	4,020	4,020
54101 Communication - Phone System	31	7	20	20
54200 Postage	470	25	25	25
54300 Utility Services	2,536	11,660	11,660	11,660
54400 Rentals and Leases	0	10,848	10,848	10,848
54505 Vehicle Coverage	89,226	55,450	45,961	45,961
54600 Repairs and Maintenance	9,236	12,750	12,750	12,750
54601 Vehicle Repair	236,813	209,250	239,900	239,900
54900 Other Current Charges & Obligations	24,344	14,665	48,055	24,035
55100 Office Supplies	625	930	930	930
55200 Operating Supplies	40,203	44,121	44,121	44,121
55210 Fuel & Oil	127,547	158,127	169,940	169,940
55300 Road Materials and Supplies	38,982	74,084	74,084	74,084
55400 Publications, Subscriptions & Member	500	645	645	645
55401 Training	5,372	5,453	5,453	5,453
123-433-538 Totals	<u>2,780,576.00</u>	<u>3,265,372</u>	<u>3,374,244</u>	<u>3,437,593</u>

Leon County Fiscal Year 2019 Adopted Budget

Operations

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
125-214-562 Mosquito Control Grant				
55200 Operating Supplies	28,864	27,990	27,990	27,990
55401 Training	2,423	3,550	4,478	4,478
56400 Machinery and Equipment	2,200	0	0	0
125-214-562 Totals	<u>33,487.00</u>	<u>31,540</u>	<u>32,468</u>	<u>32,468</u>
Operations Totals	<u>10,085,945.00</u>	<u>11,400,093</u>	<u>11,801,462</u>	<u>12,087,362</u>

Leon County Fiscal Year 2019 Adopted Budget

Engineering Services

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
106-414-541 Engineering Services				
51200 Regular Salaries and Wages	2,254,078	2,322,705	2,444,059	2,515,076
51400 Overtime	8,608	25,000	25,000	25,000
51500 Special Pay	0	0	13,020	13,020
51530 Special Pay-Hurricane Irma	336	0	0	0
52100 Fica Taxes	163,760	179,026	187,935	192,857
52200 Retirement Contribution	199,840	213,988	240,926	247,995
52210 Deferred Compensation Match	3,914	11,589	11,589	11,589
52300 Life & Health Insurance	351,698	430,026	484,972	515,745
52400 Workers Compensation	36,232	27,997	26,264	27,045
52600 Class C Travel	26	0	0	0
53100 Professional Services	197,938	319,261	319,261	319,261
53400 Other Contractual Services	29,632	59,240	65,740	65,740
54000 Travel & Per Diem	7,223	4,760	4,760	4,760
54100 Communications	10,112	12,600	12,600	12,600
54101 Communication - Phone System	1,889	1,269	1,360	1,360
54200 Postage	439	900	900	900
54505 Vehicle Coverage	11,050	7,473	5,887	5,887
54600 Repairs and Maintenance	914	2,753	2,753	2,753
54601 Vehicle Repair	18,896	14,605	12,085	12,085
54700 Printing and Binding	0	1,000	1,000	1,000
54900 Other Current Charges & Obligations	121	3,200	3,200	3,200
55100 Office Supplies	3,778	21,465	5,625	5,625
55200 Operating Supplies	21,595	36,204	45,544	45,544
55210 Fuel & Oil	14,289	19,351	20,650	20,650
55250 Operating Supplies / Uniforms	66	0	0	0
55300 Road Materials and Supplies	30	0	0	0
55400 Publications, Subscriptions & Member	8,473	9,632	9,632	9,632
55401 Training	6,500	16,230	16,230	16,230
56400 Machinery and Equipment	0	0	9,880	0
106-414-541 Totals	<u>3,351,437.00</u>	<u>3,740,274</u>	<u>3,970,872</u>	<u>4,075,554</u>
Engineering Services Totals	<u>3,351,437.00</u>	<u>3,740,274</u>	<u>3,970,872</u>	<u>4,075,554</u>

Leon County Fiscal Year 2019 Adopted Budget

Fleet Management

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
505-425-591 Fleet Maintenance				
51200 Regular Salaries and Wages	384,059	421,539	415,316	427,760
51400 Overtime	1,198	3,000	3,000	3,000
51500 Special Pay	0	0	1,820	1,820
51530 Special Pay-Hurricane Irma	2,587	0	0	0
52100 Fica Taxes	27,068	32,824	32,539	33,509
52200 Retirement Contribution	26,960	31,797	31,494	32,438
52210 Deferred Compensation Match	1,952	3,171	3,171	3,171
52300 Life & Health Insurance	89,951	109,417	124,002	132,384
52400 Workers Compensation	7,152	6,436	5,548	5,713
53400 Other Contractual Services	36,445	8,730	8,730	8,730
54000 Travel & Per Diem	-346	500	500	500
54101 Communication - Phone System	862	640	690	690
54200 Postage	25	150	150	150
54300 Utility Services	0	5,000	5,000	5,000
54400 Rentals and Leases	2,428	3,500	2,435	2,435
54505 Vehicle Coverage	5,374	3,887	3,222	3,222
54600 Repairs and Maintenance	994,537	686,956	691,891	686,891
54601 Vehicle Repair	2,645	5,905	3,150	3,150
54700 Printing and Binding	302	500	500	500
55100 Office Supplies	1,379	1,355	1,355	1,355
55200 Operating Supplies	1,104,530	1,597,019	1,372,191	1,372,205
55210 Fuel & Oil	3,829	3,770	4,550	4,550
55400 Publications, Subscriptions & Member	165	1,000	1,065	1,065
55401 Training	-685	5,810	5,810	5,810
505-425-591 Totals	<u>2,692,417.00</u>	<u>2,932,906</u>	<u>2,718,129</u>	<u>2,736,048</u>
Fleet Management Totals	<u>2,692,417.00</u>	<u>2,932,906</u>	<u>2,718,129</u>	<u>2,736,048</u>

Leon County Fiscal Year 2019 Adopted Budget

Parks and Recreation

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
140-436-572 Parks and Recreation Services				
51200 Regular Salaries and Wages	1,019,380	1,052,252	1,036,468	1,061,070
51250 Regular OPS Salaries	35,805	30,000	30,000	30,000
51400 Overtime	20,956	45,120	45,120	45,120
51500 Special Pay	0	0	6,170	6,170
51530 Special Pay-Hurricane Irma	3,539	0	0	0
52100 Fica Taxes	76,309	82,073	79,890	82,128
52200 Retirement Contribution	79,978	83,104	85,102	87,509
52210 Deferred Compensation Match	3,642	3,499	3,499	3,499
52300 Life & Health Insurance	301,663	372,717	339,978	359,951
52400 Workers Compensation	32,538	31,172	26,729	27,439
53100 Professional Services	4,185	13,390	12,780	12,780
53400 Other Contractual Services	499,531	486,793	364,763	369,447
54000 Travel & Per Diem	946	500	2,670	2,670
54100 Communications	20,914	23,864	16,064	16,064
54101 Communication - Phone System	3,781	2,754	930	930
54102 DMS Centrex Billing	0	0	1,220	1,220
54200 Postage	343	350	350	350
54300 Utility Services	124,661	116,928	126,148	126,148
54400 Rentals and Leases	16,193	12,489	12,989	12,989
54505 Vehicle Coverage	15,282	12,367	9,863	11,189
54600 Repairs and Maintenance	52	3,500	140,720	140,720
54601 Vehicle Repair	99,832	112,238	105,150	107,262
54700 Printing and Binding	1,061	1,000	1,900	1,900
54800 Promotional Activities	3,057	1,950	1,950	1,950
54900 Other Current Charges & Obligations	2,684	4,380	2,510	2,510
55100 Office Supplies	1,666	2,250	2,250	2,250
55200 Operating Supplies	187,686	205,115	194,165	569,165
55210 Fuel & Oil	53,941	79,167	79,785	89,180
55300 Road Materials and Supplies	21,367	68,865	68,865	68,865
55400 Publications, Subscriptions & Member	1,005	1,200	1,230	1,230
55401 Training	8,584	8,023	8,720	8,720
56400 Machinery and Equipment	16,803	40,000	30,000	30,000
58200 Aids to Private Organizations	179,000	179,000	179,000	179,000
140-436-572 Totals	<u>2,836,384.00</u>	<u>3,076,060</u>	<u>3,016,978</u>	<u>3,459,425</u>
Parks and Recreation Totals	<u>2,836,384.00</u>	<u>3,076,060</u>	<u>3,016,978</u>	<u>3,459,425</u>

Leon County Fiscal Year 2019 Adopted Budget

Facilities Management

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-150-519 Facilities Management				
51200 Regular Salaries and Wages	1,494,493	1,470,829	1,517,279	1,558,408
51250 Regular OPS Salaries	17,172	0	0	0
51400 Overtime	58,266	53,000	53,000	53,000
51500 Special Pay	0	0	11,790	11,790
51530 Special Pay-Hurricane Irma	3,548	0	0	0
52100 Fica Taxes	111,397	114,064	117,729	120,875
52200 Retirement Contribution	121,764	120,519	126,452	129,899
52210 Deferred Compensation Match	7,662	7,655	7,655	7,655
52300 Life & Health Insurance	422,325	477,278	548,871	585,399
52400 Workers Compensation	42,173	38,555	29,493	30,256
52600 Class C Travel	1,225	0	0	0
53400 Other Contractual Services	1,822,769	2,054,171	2,140,270	2,192,358
54000 Travel & Per Diem	3,105	5,644	5,644	5,644
54100 Communications	7,605	16,569	16,569	16,569
54101 Communication - Phone System	11,333	7,944	1,605	1,605
54102 DMS Centrex Billing	0	0	560	560
54200 Postage	634	200	200	200
54300 Utility Services	1,707,980	2,081,200	2,011,938	2,063,276
54400 Rentals and Leases	22,786	34,276	39,282	39,782
54505 Vehicle Coverage	20,120	13,900	11,521	11,521
54600 Repairs and Maintenance	960,410	700,076	748,735	782,402
54601 Vehicle Repair	33,469	35,090	46,665	46,665
54700 Printing and Binding	0	2,100	2,100	2,100
54900 Other Current Charges & Obligations	750	0	0	0
55100 Office Supplies	2,596	13,119	13,119	13,119
55200 Operating Supplies	129,603	103,460	103,460	103,460
55210 Fuel & Oil	32,797	46,425	46,585	46,585
55400 Publications, Subscriptions & Member	2,896	4,856	4,856	4,856
55401 Training	2,494	7,350	7,350	7,350
56400 Machinery and Equipment	4,077	10,000	10,000	10,000
001-150-519 Totals	<u>7,045,449.00</u>	<u>7,418,280</u>	<u>7,622,728</u>	<u>7,845,334</u>

Leon County Fiscal Year 2019 Adopted Budget

Facilities Management

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-410-529 Public Safety Complex Facilities				
51200 Regular Salaries and Wages	182,679	125,848	142,663	146,935
51400 Overtime	2,801	15,000	15,000	15,000
51530 Special Pay-Hurricane Irma	1,211	0	0	0
52100 Fica Taxes	13,337	9,937	11,126	11,452
52200 Retirement Contribution	17,905	11,225	10,430	10,742
52210 Deferred Compensation Match	1,372	0	0	0
52300 Life & Health Insurance	38,458	45,107	28,052	29,777
52400 Workers Compensation	5,595	3,611	3,514	3,618
53100 Professional Services	5,000	10,000	10,000	10,000
53400 Other Contractual Services	483,049	531,212	653,111	612,761
54000 Travel & Per Diem	1,826	1,000	2,000	2,000
54100 Communications	4,573	6,400	6,400	6,400
54200 Postage	43	250	250	250
54300 Utility Services	273,210	351,171	351,171	351,171
54400 Rentals and Leases	0	1,000	3,470	3,470
54500 Insurance	0	2,138	2,138	2,138
54506 Property Insurance	104,498	104,498	104,498	104,498
54600 Repairs and Maintenance	96,830	118,000	119,000	119,000
55100 Office Supplies	1,558	660	660	660
55200 Operating Supplies	69,214	42,000	42,000	42,000
55400 Publications, Subscriptions & Member	334	1,429	1,429	1,429
55401 Training	499	4,500	4,500	4,500
56400 Machinery and Equipment	0	82,765	82,765	82,765
001-410-529 Totals	<u>1,303,992.00</u>	<u>1,467,751</u>	<u>1,594,177</u>	<u>1,560,566</u>
165-154-519 County Government Annex				
51200 Regular Salaries and Wages	32,055	30,939	31,927	32,869
51400 Overtime	758	0	0	0
51530 Special Pay-Hurricane Irma	355	0	0	0
52100 Fica Taxes	2,465	2,367	2,442	2,515
52200 Retirement Contribution	2,489	2,405	2,593	2,670
52210 Deferred Compensation Match	477	0	0	0
52300 Life & Health Insurance	6,821	7,367	7,848	8,391
52400 Workers Compensation	1,257	1,142	984	1,014
53100 Professional Services	10,913	60,000	60,000	60,000
53400 Other Contractual Services	220,308	234,679	241,398	247,586
54100 Communications	1,031	500	500	500
54600 Repairs and Maintenance	91,142	102,960	107,736	110,805
55200 Operating Supplies	6,221	6,576	6,773	6,972
165-154-519 Totals	<u>376,292.00</u>	<u>448,935</u>	<u>462,201</u>	<u>473,322</u>
166-155-519 Huntington Oaks Plaza Operating				
53100 Professional Services	0	8,000	10,000	10,090
53400 Other Contractual Services	17,872	28,120	26,326	26,538
54600 Repairs and Maintenance	19,932	45,450	51,000	42,750
54700 Printing and Binding	0	200	200	200
55200 Operating Supplies	4,149	4,775	7,375	7,375
166-155-519 Totals	<u>41,953.00</u>	<u>86,545</u>	<u>94,901</u>	<u>86,953</u>
Facilities Management Totals	<u>8,767,686.00</u>	<u>9,421,511</u>	<u>9,774,007</u>	<u>9,966,175</u>

Leon County Fiscal Year 2019 Adopted Budget

Real Estate Management

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-156-519 Real Estate Management				
51200 Regular Salaries and Wages	106,746	106,122	110,290	113,566
51400 Overtime	340	0	0	0
51500 Special Pay	0	0	1,080	1,080
51530 Special Pay-Hurricane Irma	1,354	0	0	0
52100 Fica Taxes	7,631	8,169	8,488	8,738
52200 Retirement Contribution	8,129	8,309	9,020	9,291
52300 Life & Health Insurance	27,123	30,112	32,058	34,231
52400 Workers Compensation	281	185	164	169
53100 Professional Services	5,346	13,500	13,500	13,500
53400 Other Contractual Services	18,263	40,000	40,000	40,000
54100 Communications	469	432	432	432
54101 Communication - Phone System	158	35	0	0
54200 Postage	353	2,000	2,000	2,000
54505 Vehicle Coverage	0	0	308	308
54601 Vehicle Repair	0	0	1,320	1,320
54700 Printing and Binding	493	2,500	2,500	2,500
54900 Other Current Charges & Obligations	38,399	61,600	61,600	61,600
55100 Office Supplies	165	500	500	500
55200 Operating Supplies	473	2,400	2,400	2,400
55210 Fuel & Oil	0	0	550	550
55400 Publications, Subscriptions & Member	1,426	200	200	200
55401 Training	126	1,000	1,000	1,000
58200 Aids to Private Organizations	25,000	25,000	12,000	0
001-156-519 Totals	<u>242,275.00</u>	<u>302,064</u>	<u>299,410</u>	<u>293,385</u>
001-831-513 Tax Deed Applications				
54900 Other Current Charges & Obligations	39,841	45,000	45,000	45,000
001-831-513 Totals	<u>39,841.00</u>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>
Real Estate Management Totals	<u>282,116.00</u>	<u>347,064</u>	<u>344,410</u>	<u>338,385</u>

Leon County Fiscal Year 2019 Adopted Budget

Planning Department

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-817-515 Planning Department				
51200 Regular Salaries and Wages	144,587	143,452	152,821	157,335
51500 Special Pay	0	0	1,330	1,330
52100 Fica Taxes	10,404	10,240	10,623	10,820
52200 Retirement Contribution	21,288	22,032	24,988	25,738
52300 Life & Health Insurance	22,479	24,589	26,207	27,968
52400 Workers Compensation	376	119	226	233
54400 Rentals and Leases	0	25,000	0	0
58100 Aids to Government Agencies	554,461	761,560	757,272	772,417
001-817-515 Totals	<u>753,595.00</u>	<u>986,992</u>	<u>973,467</u>	<u>995,841</u>
Planning Department Totals	<u><u>753,595.00</u></u>	<u><u>986,992</u></u>	<u><u>973,467</u></u>	<u><u>995,841</u></u>

Leon County Fiscal Year 2019 Adopted Budget

Office of Management and Budget

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-130-513 Office of Management & Budget				
51200 Regular Salaries and Wages	432,994	447,705	473,373	487,455
51500 Special Pay	0	0	2,610	2,610
52100 Fica Taxes	31,855	34,648	36,959	37,890
52200 Retirement Contribution	44,488	52,408	57,745	59,479
52210 Deferred Compensation Match	180	1,293	1,293	1,293
52300 Life & Health Insurance	63,698	80,693	85,605	90,718
52400 Workers Compensation	1,124	789	706	726
53100 Professional Services	48,277	65,264	54,562	54,562
54000 Travel & Per Diem	3,647	4,018	4,018	4,018
54100 Communications	378	380	380	380
54101 Communication - Phone System	1,511	783	840	840
54200 Postage	115	200	115	115
54400 Rentals and Leases	2,082	4,947	7,350	7,350
54700 Printing and Binding	4,024	4,380	4,380	4,380
55100 Office Supplies	2,713	2,649	2,668	2,683
55200 Operating Supplies	1,427	1,480	1,674	1,675
55400 Publications, Subscriptions & Member	1,104	905	575	575
55401 Training	2,095	2,378	2,378	2,378
58229 Tall Trust For Historic Preservation	63,175	63,175	63,175	63,175
001-130-513 Totals	<u>704,887.00</u>	<u>768,095</u>	<u>800,406</u>	<u>822,302</u>
Office of Management and Budget Totals	<u>704,887.00</u>	<u>768,095</u>	<u>800,406</u>	<u>822,302</u>

Leon County Fiscal Year 2019 Adopted Budget

Purchasing

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-140-513 Procurement				
51200 Regular Salaries and Wages	382,325	377,993	335,028	344,973
51500 Special Pay	0	0	13,600	13,600
52100 Fica Taxes	28,560	29,768	26,303	27,064
52200 Retirement Contribution	38,835	40,522	32,203	33,169
52210 Deferred Compensation Match	1,296	878	878	878
52300 Life & Health Insurance	30,293	43,183	60,892	64,426
52400 Workers Compensation	994	667	499	513
53400 Other Contractual Services	0	796	2,296	2,296
54000 Travel & Per Diem	2,961	5,630	7,463	6,763
54101 Communication - Phone System	1,205	829	830	830
54102 DMS Centrex Billing	0	0	30	30
54200 Postage	712	767	475	475
54400 Rentals and Leases	5,146	3,436	3,710	3,710
54505 Vehicle Coverage	156	480	398	398
54600 Repairs and Maintenance	217	1,412	1,412	1,412
54601 Vehicle Repair	206	440	435	435
54700 Printing and Binding	-502	255	255	255
54900 Other Current Charges & Obligations	6,623	4,179	4,179	4,179
55100 Office Supplies	1,917	1,550	1,675	1,675
55200 Operating Supplies	3,721	2,180	3,705	3,705
55210 Fuel & Oil	430	510	550	550
55400 Publications, Subscriptions & Member	3,035	1,160	1,430	1,430
55401 Training	1,509	3,513	4,813	4,813
001-140-513 Totals	<u>509,639.00</u>	<u>520,148</u>	<u>503,059</u>	<u>517,579</u>
001-141-513 Warehouse				
51200 Regular Salaries and Wages	83,983	72,957	73,507	75,712
51400 Overtime	262	0	0	0
51530 Special Pay-Hurricane Irma	127	0	0	0
52100 Fica Taxes	6,160	5,857	5,899	6,067
52200 Retirement Contribution	7,846	5,771	8,695	8,955
52210 Deferred Compensation Match	990	1,641	1,641	1,641
52300 Life & Health Insurance	13,742	18,428	19,393	20,482
52400 Workers Compensation	3,263	2,741	2,306	2,375
53400 Other Contractual Services	896	884	884	884
54100 Communications	0	456	456	456
54101 Communication - Phone System	242	176	0	0
54600 Repairs and Maintenance	574	426	426	426
54601 Vehicle Repair	104	1,550	720	720
55100 Office Supplies	165	300	300	300
55200 Operating Supplies	446	615	615	615
55299 Reimbursable Supplies	134	0	0	0
001-141-513 Totals	<u>118,934.00</u>	<u>111,802</u>	<u>114,842</u>	<u>118,633</u>
Purchasing Totals	<u>628,573.00</u>	<u>631,950</u>	<u>617,901</u>	<u>636,212</u>

Leon County Fiscal Year 2019 Adopted Budget

Risk Management

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
501-132-513 Risk Management				
51200 Regular Salaries and Wages	85,457	83,748	86,557	89,049
51500 Special Pay	0	0	1,550	1,550
52100 Fica Taxes	5,993	6,432	6,647	6,838
52200 Retirement Contribution	5,943	6,348	6,861	7,066
52300 Life & Health Insurance	14,267	15,618	16,609	17,713
52400 Workers Compensation	212	142	125	129
53100 Professional Services	72,555	92,344	72,344	72,344
54000 Travel & Per Diem	0	1,900	1,900	1,900
54100 Communications	24	360	360	360
54101 Communication - Phone System	274	284	320	320
54200 Postage	25	160	160	160
54600 Repairs and Maintenance	-1	0	0	0
55100 Office Supplies	279	300	300	300
55200 Operating Supplies	331	950	950	950
55400 Publications, Subscriptions & Member	671	1,025	1,025	1,025
55401 Training	0	900	900	900
501-132-513 Totals	186,030.00	210,511	196,608	200,604
Risk Management Totals	186,030.00	210,511	196,608	200,604

Leon County Fiscal Year 2019 Adopted Budget

Tourism Development

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-888-573 Line Item - COCA Contract				
58215 Local Arts Agency Program (837)	150,000	150,000	150,000	150,000
001-888-573 Totals	<u>150,000.00</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>
160-301-552 Administration				
51200 Regular Salaries and Wages	202,054	201,939	209,782	216,169
51250 Regular OPS Salaries	15,841	15,980	16,020	16,395
51500 Special Pay	0	0	1,130	1,130
51530 Special Pay-Hurricane Irma	29	0	0	0
52100 Fica Taxes	15,757	16,950	17,554	18,070
52200 Retirement Contribution	32,597	34,546	37,910	39,038
52210 Deferred Compensation Match	470	766	766	766
52300 Life & Health Insurance	36,905	47,397	42,998	45,926
52400 Workers Compensation	567	390	345	354
52600 Class C Travel	2,449	0	0	0
53400 Other Contractual Services	113,760	115,500	135,500	135,500
54000 Travel & Per Diem	5,785	7,500	7,500	7,500
54101 Communication - Phone System	2,056	1,419	280	280
54102 DMS Centrex Billing	0	0	100	100
54400 Rentals and Leases	8,466	9,500	8,420	8,420
54505 Vehicle Coverage	730	463	384	384
54600 Repairs and Maintenance	21,673	34,000	34,000	34,000
54601 Vehicle Repair	1,174	465	410	410
54900 Other Current Charges & Obligations	1,803	1,971	1,971	1,971
55100 Office Supplies	1,187	1,000	1,000	1,000
55200 Operating Supplies	3,539	3,000	3,000	3,000
55210 Fuel & Oil	203	510	415	415
55400 Publications, Subscriptions & Member	1,617	2,300	2,300	2,300
55401 Training	0	3,000	3,000	3,000
160-301-552 Totals	<u>468,662.00</u>	<u>498,596</u>	<u>524,785</u>	<u>536,128</u>
160-302-552 Advertising				
53400 Other Contractual Services	1,185,247	1,316,473	1,566,473	1,616,473
160-302-552 Totals	<u>1,185,247.00</u>	<u>1,316,473</u>	<u>1,566,473</u>	<u>1,616,473</u>

Leon County Fiscal Year 2019 Adopted Budget

Library Services

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-240-571 Lib - Policy, Planning, & Operations				
51200 Regular Salaries and Wages	309,829	315,721	310,652	319,956
51500 Special Pay	0	0	2,980	2,980
51530 Special Pay-Hurricane Irma	34	0	0	0
52100 Fica Taxes	22,733	24,703	24,139	24,849
52200 Retirement Contribution	37,349	39,783	42,276	43,543
52210 Deferred Compensation Match	892	1,203	1,203	1,203
52300 Life & Health Insurance	41,099	48,180	74,662	79,435
52400 Workers Compensation	805	556	464	480
52600 Class C Travel	13	0	0	0
53100 Professional Services	253,152	295,279	295,279	295,279
53400 Other Contractual Services	5,914	3,950	3,950	3,950
54000 Travel & Per Diem	92	1,500	1,500	1,500
54100 Communications	1,711	2,280	1,980	1,980
54101 Communication - Phone System	17,760	12,715	6,385	6,385
54102 DMS Centrex Billing	0	0	605	605
54200 Postage	27,247	18,659	17,659	16,659
54400 Rentals and Leases	37,631	30,481	40,540	40,540
54600 Repairs and Maintenance	393	600	600	600
54700 Printing and Binding	135	500	500	500
54800 Promotional Activities	495	2,200	2,500	2,500
54900 Other Current Charges & Obligations	495	0	0	0
55100 Office Supplies	14,607	15,540	15,540	15,540
55200 Operating Supplies	33,651	38,062	38,062	38,062
55400 Publications, Subscriptions & Member	3,494	4,490	5,490	6,490
55401 Training	3,390	4,948	4,948	4,948
58241 Friends of the LeRoy Collins Public Library	3,000	3,000	0	0
001-240-571 Totals	815,921.00	864,350	891,914	907,984

Leon County Fiscal Year 2019 Adopted Budget

Library Services

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-241-571 Library Public Services				
51200 Regular Salaries and Wages	2,951,691	3,109,606	3,199,998	3,293,156
51250 Regular OPS Salaries	27,491	24,717	24,717	24,717
51400 Overtime	706	0	0	0
51500 Special Pay	0	0	11,070	11,070
51530 Special Pay-Hurricane Irma	5,957	0	0	0
52100 Fica Taxes	217,613	243,559	250,239	257,375
52200 Retirement Contribution	232,828	253,528	275,681	283,766
52210 Deferred Compensation Match	9,565	13,450	13,450	13,450
52300 Life & Health Insurance	558,322	720,133	733,409	780,861
52400 Workers Compensation	8,714	7,859	4,823	4,966
52600 Class C Travel	26	0	0	0
53400 Other Contractual Services	54,886	47,983	47,983	47,983
54000 Travel & Per Diem	845	3,397	3,397	3,397
54100 Communications	0	1,200	1,200	1,200
54200 Postage	20	0	0	0
54400 Rentals and Leases	0	6,232	0	0
54505 Vehicle Coverage	0	4,222	3,499	3,499
54600 Repairs and Maintenance	35,636	46,128	36,159	36,639
54601 Vehicle Repair	2,115	4,530	4,070	4,070
54700 Printing and Binding	1,966	7,500	7,500	7,500
54800 Promotional Activities	732	850	850	850
54900 Other Current Charges & Obligations	1,573	1,695	1,695	1,695
55100 Office Supplies	31,832	33,073	33,073	33,073
55200 Operating Supplies	27,482	44,382	44,382	44,382
55210 Fuel & Oil	2,255	5,900	4,125	4,125
55400 Publications, Subscriptions & Member	2,803	2,495	2,495	2,495
55401 Training	3,885	3,586	3,586	3,586
56400 Machinery and Equipment	0	4,500	0	0
001-241-571 Totals	<u>4,178,943.00</u>	<u>4,590,525</u>	<u>4,707,401</u>	<u>4,863,855</u>

Leon County Fiscal Year 2019 Adopted Budget

Library Services

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-242-571 Library Collection Services				
51200 Regular Salaries and Wages	508,506	512,551	526,269	542,057
51400 Overtime	385	0	0	0
51500 Special Pay	0	0	3,120	3,120
51530 Special Pay-Hurricane Irma	1,143	0	0	0
52100 Fica Taxes	36,277	39,681	40,728	41,935
52200 Retirement Contribution	40,344	42,490	45,613	46,980
52210 Deferred Compensation Match	2,095	2,626	2,626	2,626
52300 Life & Health Insurance	147,777	165,352	169,331	180,625
52400 Workers Compensation	2,955	2,703	2,585	2,661
53400 Other Contractual Services	119,880	107,332	120,321	122,722
54000 Travel & Per Diem	55	90	90	90
54200 Postage	2,978	2,000	2,000	2,000
54505 Vehicle Coverage	1,010	0	0	0
54600 Repairs and Maintenance	319	1,100	1,100	1,100
54700 Printing and Binding	5,341	5,550	5,550	5,550
55100 Office Supplies	1,295	4,133	4,133	4,133
55200 Operating Supplies	27,709	36,482	36,482	36,482
55210 Fuel & Oil	258	0	0	0
55400 Publications, Subscriptions & Member	839	3,795	3,795	3,795
55401 Training	4,264	4,523	4,523	4,523
56600 Books, Publications & Library Material	613,544	622,505	632,505	632,505
001-242-571 Totals	<u>1,516,974.00</u>	<u>1,552,913</u>	<u>1,600,771</u>	<u>1,632,904</u>
Library Services Totals	<u><u>6,511,838.00</u></u>	<u><u>7,007,788</u></u>	<u><u>7,200,086</u></u>	<u><u>7,404,743</u></u>

Leon County Fiscal Year 2019 Adopted Budget

Tourism Development

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
160-303-552 Marketing				
51200 Regular Salaries and Wages	471,484	471,654	451,397	461,851
51250 Regular OPS Salaries	15,841	15,980	16,020	16,395
51500 Special Pay	0	0	2,120	2,120
52100 Fica Taxes	36,348	38,959	37,140	37,966
52200 Retirement Contribution	35,335	38,863	38,864	39,760
52210 Deferred Compensation Match	59	0	0	0
52300 Life & Health Insurance	37,965	61,978	75,901	79,998
52400 Workers Compensation	2,009	1,487	1,222	1,252
53400 Other Contractual Services	69,822	105,500	125,500	110,500
54000 Travel & Per Diem	41,540	68,549	64,128	64,128
54100 Communications	5,160	7,823	7,823	7,823
54101 Communication - Phone System	1,465	1,054	1,225	1,225
54200 Postage	5,444	38,000	38,000	38,000
54400 Rentals and Leases	2,484	3,347	8,420	8,420
54700 Printing and Binding	8,891	6,400	6,400	6,400
54800 Promotional Activities	44,676	34,500	53,575	53,575
54860 TDC Direct Sales Promotions	32,657	55,322	49,662	49,662
54861 TDC Community Relations	3,937	13,300	13,300	13,300
54862 TDC Merchandise	4,955	5,000	5,000	5,000
54900 Other Current Charges & Obligations	368,327	473,000	523,000	543,000
54948 Other Current Charges / Other	9,699	100,000	100,000	100,000
55100 Office Supplies	5,543	3,700	3,700	3,700
55200 Operating Supplies	5,633	5,000	5,000	5,000
55250 Operating Supplies / Uniforms	2,356	4,000	4,000	4,000
55400 Publications, Subscriptions & Member	14,706	21,768	21,253	21,253
55401 Training	3,100	7,000	7,000	7,000
58160 TDC Local T&E	1,296	1,500	1,500	1,500
58320 Sponsorships & Contributions	10,749	19,400	26,900	26,900
160-303-552 Totals	<u>1,241,481.00</u>	<u>1,603,084</u>	<u>1,688,050</u>	<u>1,709,728</u>
160-304-552 Special Projects				
58300 Other Grants & Aids	543,456	565,000	615,000	565,000
160-304-552 Totals	<u>543,456.00</u>	<u>565,000</u>	<u>615,000</u>	<u>565,000</u>
160-888-573 Council on Culture & Arts (COCA)				
58214 Cultural Resource Grant Prog (837)	164,656	263,791	284,525	0
58215 Local Arts Agency Program (837)	1,121,960	1,055,165	1,138,100	1,478,438
160-888-573 Totals	<u>1,286,616.00</u>	<u>1,318,956</u>	<u>1,422,625</u>	<u>1,478,438</u>
Tourism Development Totals	<u>4,875,462.00</u>	<u>5,452,109</u>	<u>5,966,933</u>	<u>6,055,767</u>

Leon County Fiscal Year 2019 Adopted Budget

Emergency Medical Services

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
135-185-526 Emergency Medical Services				
51200 Regular Salaries and Wages	5,626,902	5,721,480	5,777,557	5,940,916
51250 Regular OPS Salaries	536,034	375,001	375,001	375,001
51400 Overtime	1,133,893	1,196,408	1,276,447	1,276,447
51500 Special Pay	11,925	0	13,620	13,620
52100 Fica Taxes	507,350	545,013	549,375	561,878
52200 Retirement Contribution	1,397,629	1,539,088	1,652,131	1,689,742
52210 Deferred Compensation Match	16,932	16,620	16,620	16,620
52300 Life & Health Insurance	1,119,055	1,425,238	1,344,814	1,431,102
52400 Workers Compensation	314,950	305,657	282,646	288,312
53100 Professional Services	8,765	56,580	56,580	56,580
53400 Other Contractual Services	4,139,368	4,254,120	4,249,305	4,255,272
54000 Travel & Per Diem	10,007	14,800	14,800	14,800
54100 Communications	49,967	57,200	57,200	57,200
54101 Communication - Phone System	6,288	6,207	5,935	5,935
54102 DMS Centrex Billing	0	0	75	75
54200 Postage	945	2,000	2,000	2,000
54300 Utility Services	30,448	60,000	60,000	60,000
54400 Rentals and Leases	10,977	9,532	9,565	9,565
54505 Vehicle Coverage	182,953	128,548	106,549	106,549
54600 Repairs and Maintenance	8,246	88,722	88,722	88,722
54601 Vehicle Repair	448,576	429,585	438,725	438,725
54700 Printing and Binding	2,210	10,000	10,000	10,000
54800 Promotional Activities	20,420	23,500	23,500	23,500
55100 Office Supplies	4,030	8,015	8,015	8,015
55200 Operating Supplies	683,700	586,862	689,350	689,350
55210 Fuel & Oil	256,126	498,745	389,305	389,305
55400 Publications, Subscriptions & Member	8,792	7,925	7,925	7,925
55401 Training	54,064	60,600	60,600	60,600
56400 Machinery and Equipment	7,145	38,000	38,000	38,000
135-185-526 Totals	<u>16,597,697.00</u>	<u>17,465,446</u>	<u>17,604,362</u>	<u>17,915,756</u>
Emergency Medical Services Totals	<u>16,597,697.00</u>	<u>17,465,446</u>	<u>17,604,362</u>	<u>17,915,756</u>

Leon County Fiscal Year 2019 Adopted Budget

Animal Control

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
140-201-562 Animal Control				
51200 Regular Salaries And Wages	287,880	278,551	286,358	294,861
51400 Overtime	6,719	24,479	24,479	24,479
51500 Special Pay	0	8,800	8,800	8,800
51520 Special Pay - Hurricane Hermine	2,978	0	0	0
52100 Fica Taxes	21,253	22,056	22,931	23,580
52200 Retirement Contribution	21,607	21,756	23,411	24,115
52210 Deferred Compensation Match	842	1,312	1,312	1,312
52300 Life & Health Insurance	60,724	87,715	77,307	81,709
52400 Workers Compensation	4,725	3,920	3,914	4,030
53300 Court Reporter Services	0	4,170	4,170	4,170
53400 Other Contractual Services	993,402	878,996	865,726	905,262
54000 Travel & Per Diem	177	342	342	342
54100 Communications	4,614	4,200	4,200	4,200
54101 Communication - Phone System	1,563	975	1,175	1,175
54200 Postage	37	300	300	300
54505 Vehicle Coverage	10,033	6,973	5,279	5,279
54600 Repairs And Maintenance	12	400	400	400
54601 Vehicle Repair	10,075	15,433	15,020	15,020
54700 Printing And Binding	0	1,800	1,800	1,800
54800 Promotional Activities	3,346	3,500	3,500	3,500
54908 Other Current Charges & Obligations	0	1,200	1,200	1,200
55100 Office Supplies	169	1,397	1,397	1,397
55200 Operating Supplies	4,356	10,392	10,392	10,392
55210 Fuel & Oil	19,120	37,182	33,835	33,835
55400 Publications, Subscriptions & Membe	251	733	733	733
55401 Training	5,665	9,720	9,720	9,720
58226 St Francis Wildlife Assn (851)	71,250	71,250	71,250	71,250
140-201-562 Totals	<u>1,530,798.00</u>	<u>1,497,552</u>	<u>1,478,951</u>	<u>1,532,861</u>
Animal Control Totals	<u>1,530,798.00</u>	<u>1,497,552</u>	<u>1,478,951</u>	<u>1,532,861</u>

Leon County Fiscal Year 2019 Adopted Budget

County Probation

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 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	<u>247,759.00</u>	<u>247,759</u>	<u>247,759</u>	<u>247,759</u>
110-508-569 Diversionary Programs				
53400 Other Contractual Services	100,000	100,000	100,000	100,000
110-508-569 Totals	<u>100,000.00</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
111-542-523 County Probation				
51200 Regular Salaries and Wages	725,082	764,191	799,315	823,277
51400 Overtime	350	0	0	0
51500 Special Pay	0	0	8,070	8,070
51530 Special Pay-Hurricane Irma	1,230	0	0	0
52100 Fica Taxes	51,131	59,000	61,687	63,519
52200 Retirement Contribution	56,740	62,394	68,180	70,225
52210 Deferred Compensation Match	1,898	3,169	3,169	3,169
52300 Life & Health Insurance	186,014	209,172	237,795	253,744
52400 Workers Compensation	23,017	22,779	19,271	19,850
53400 Other Contractual Services	2,610	4,220	4,220	4,220
54000 Travel & Per Diem	1,278	3,158	2,459	2,459
54100 Communications	469	636	636	636
54101 Communication - Phone System	4,958	5,804	6,510	6,510
54200 Postage	767	2,359	2,359	2,359
54400 Rentals and Leases	4,056	6,012	4,020	4,020
54600 Repairs and Maintenance	978	1,100	1,100	1,100
54700 Printing and Binding	940	790	790	790
54948 Other Current Charges / Other	312	480	480	480
55100 Office Supplies	2,020	6,131	6,131	6,131
55200 Operating Supplies	4,068	9,345	9,345	9,345
55400 Publications, Subscriptions & Member	320	400	400	400
55401 Training	1,308	2,005	1,480	1,480
111-542-523 Totals	<u>1,069,546.00</u>	<u>1,163,145</u>	<u>1,237,417</u>	<u>1,281,784</u>
County Probation Totals	<u>1,417,305.00</u>	<u>1,510,904</u>	<u>1,585,176</u>	<u>1,629,543</u>

Leon County Fiscal Year 2019 Adopted Budget

Supervised Pretrial Release

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
111-544-523 Pretrial Release				
51200 Regular Salaries and Wages	563,689	622,939	638,453	657,607
51400 Overtime	7,139	0	0	0
51500 Special Pay	0	0	4,860	4,860
51530 Special Pay-Hurricane Irma	1,837	0	0	0
52100 Fica Taxes	41,049	48,213	49,265	50,732
52200 Retirement Contribution	42,911	47,940	52,738	54,318
52210 Deferred Compensation Match	263	654	654	654
52300 Life & Health Insurance	114,408	137,565	154,233	164,494
52400 Workers Compensation	17,325	18,327	15,746	16,218
53400 Other Contractual Services	50,574	64,000	64,000	64,000
53413 Administration	120	0	0	0
53450 Other Contractual Services - GPS	123,000	123,000	123,000	123,000
54000 Travel & Per Diem	1,030	3,099	3,099	3,099
54100 Communications	433	1,500	1,241	1,241
54101 Communication - Phone System	3,154	2,913	2,860	2,860
54102 DMS Centrex Billing	0	0	45	45
54200 Postage	606	2,000	2,000	2,000
54400 Rentals and Leases	6,627	3,917	6,835	6,835
54700 Printing and Binding	477	459	459	459
54900 Other Current Charges & Obligations	72,959	99,857	99,857	99,857
54948 Other Current Charges / Other	468	950	950	950
55100 Office Supplies	1,796	2,100	2,100	2,100
55200 Operating Supplies	5,380	7,016	7,016	7,016
55400 Publications, Subscriptions & Member	140	140	140	140
111-544-523 Totals	<u>1,055,385.00</u>	<u>1,186,589</u>	<u>1,229,551</u>	<u>1,262,485</u>
125-982061-521 FDLE JAG Grant				
51200 Regular Salaries and Wages	0	40,000	40,000	40,000
125-982061-521 Totals	<u>0.00</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>
Supervised Pretrial Release Totals	<u>1,055,385.00</u>	<u>1,226,589</u>	<u>1,269,551</u>	<u>1,302,485</u>

Leon County Fiscal Year 2019 Adopted Budget

Veteran Services

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-390-553 Veteran Services				
51200 Regular Salaries and Wages	132,120	130,732	134,610	138,648
51400 Overtime	615	1,200	1,200	1,200
51500 Special Pay	0	0	1,140	1,140
51530 Special Pay-Hurricane Irma	149	0	0	0
52100 Fica Taxes	9,695	10,551	10,849	11,157
52200 Retirement Contribution	9,705	10,341	11,120	11,453
52210 Deferred Compensation Match	0	1,531	1,531	1,531
52300 Life & Health Insurance	19,147	25,570	26,750	28,077
52400 Workers Compensation	345	231	203	209
53400 Other Contractual Services	2,011	0	0	0
54000 Travel & Per Diem	6,228	7,550	7,550	7,550
54101 Communication - Phone System	983	891	1,245	1,245
54200 Postage	356	750	750	750
54400 Rentals and Leases	3,367	4,600	3,285	3,285
54600 Repairs and Maintenance	0	160	160	160
54700 Printing and Binding	0	1,000	1,000	1,000
54800 Promotional Activities	708	800	800	800
54900 Other Current Charges & Obligations	190	1,200	1,700	1,725
55100 Office Supplies	795	1,940	1,940	1,940
55200 Operating Supplies	2,737	250	250	250
55400 Publications, Subscriptions & Member	182	330	330	330
55401 Training	890	700	700	700
58256 Veterans Day Parade	5,000	5,000	5,000	5,000
58258 Operation Thank You!	10,515	15,900	15,900	15,900
58261 Honor Flight	15,000	20,000	20,000	20,000
58264 North Florida Homeless Veterans Stand Down	10,409	10,000	10,000	10,000
58349 Military Personnel Grant Program	56,116	100,000	100,000	100,000
001-390-553 Totals	<u>287,263.00</u>	<u>351,227</u>	<u>358,013</u>	<u>364,050</u>
Veteran Services Totals	<u>287,263.00</u>	<u>351,227</u>	<u>358,013</u>	<u>364,050</u>

Leon County Fiscal Year 2019 Adopted Budget

Housing Services

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-371-569 Housing Services				
51200 Regular Salaries and Wages	348,095	349,247	387,143	398,709
51250 Regular OPS Salaries	0	15,000	0	0
51400 Overtime	1,300	2,000	2,000	2,000
51500 Special Pay	0	0	4,240	4,240
51530 Special Pay-Hurricane Irma	658	0	0	0
52100 Fica Taxes	26,283	27,020	30,017	30,906
52200 Retirement Contribution	25,218	27,496	26,848	27,654
52210 Deferred Compensation Match	175	985	985	985
52300 Life & Health Insurance	37,278	58,946	53,641	57,052
52400 Workers Compensation	905	615	396	407
53400 Other Contractual Services	11,700	50,652	652	652
54000 Travel & Per Diem	3,637	3,600	5,800	5,800
54100 Communications	3,280	301	301	301
54101 Communication - Phone System	2,493	1,854	1,390	1,390
54102 DMS Centrex Billing	0	0	60	60
54200 Postage	408	800	800	800
54400 Rentals and Leases	6,965	6,450	5,380	5,380
54505 Vehicle Coverage	1,115	708	587	587
54600 Repairs and Maintenance	0	200	200	200
54601 Vehicle Repair	213	825	1,400	1,400
54700 Printing and Binding	90	2,500	2,500	2,500
54800 Promotional Activities	4,207	3,000	3,000	3,000
54900 Other Current Charges & Obligations	32,109	6,475	16,475	16,475
55100 Office Supplies	2,040	4,700	4,700	4,700
55200 Operating Supplies	3,533	4,283	4,283	4,283
55210 Fuel & Oil	816	1,080	1,155	1,155
55400 Publications, Subscriptions & Member	503	800	800	800
55401 Training	941	3,550	4,350	4,350
56400 Machinery and Equipment	0	5,000	0	0
587024 Housing Rehab	37,125	0	0	0
001-371-569 Totals	<u>551,087.00</u>	<u>578,087</u>	<u>559,103</u>	<u>575,786</u>
124-932047-554 SHIP 2014-2017				
585000 Housing Grants & Aids	71,030	0	0	0
587000 Rental Housing	239,904	0	0	0
124-932047-554 Totals	<u>310,934.00</u>	<u>0</u>	<u>0</u>	<u>0</u>
124-932052-554 SHIP 2017-2020				
585000 Housing Grants & Aids	882	384,361	0	0
124-932052-554 Totals	<u>882.00</u>	<u>384,361</u>	<u>0</u>	<u>0</u>
124-932053-554 SHIP 2018-2021				
585000 Housing Grants & Aids	0	0	167,323	0
124-932053-554 Totals	<u>0.00</u>	<u>0</u>	<u>167,323</u>	<u>0</u>

Leon County Fiscal Year 2019 Adopted Budget

Housing Services

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
161-808-554 Housing Finance Authority				
53100 Professional Services	38,410	0	0	0
54000 Travel & Per Diem	4,350	0	0	0
54200 Postage	6	0	0	0
54500 Insurance	401	0	0	0
54700 Printing and Binding	901	0	0	0
54800 Promotional Activities	4,929	0	0	0
54900 Other Current Charges & Obligations	2,926	0	0	0
55100 Office Supplies	410	0	0	0
55200 Operating Supplies	7,833	0	0	0
55400 Publications, Subscriptions & Member	831	0	0	0
58100 Aids to Government Agencies	695,612	0	0	0
585000 Housing Grants & Aids	3,749	0	0	0
585290 Harold & Carol Griffith Rehab	500	0	0	0
585388 Housing Rehab	1,508	0	0	0
585415 Housing Rehab	36	0	0	0
585430 Housing Rehab	27	0	0	0
585441 Housing Rehab	44	0	0	0
585460 Housing Rehab	85	0	0	0
585463 Housing Rehab	1,589	0	0	0
585464 Housing Rehab	465	0	0	0
585466 Housing Rehab	650	0	0	0
585476 Housing Rehab	505	0	0	0
585478 Housing Rehab	210	0	0	0
587019 Housing Rehab	500	0	0	0
161-808-554 Totals	<u>766,477.00</u>	<u>0</u>	<u>0</u>	<u>0</u>
Housing Services Totals	<u>1,629,380.00</u>	<u>962,448</u>	<u>726,426</u>	<u>575,786</u>

Leon County Fiscal Year 2019 Adopted Budget

Human Services

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-190-562 Health Department				
56400 Machinery and Equipment	43,832	0	0	0
58100 Aids to Government Agencies	178,009	237,345	237,345	237,345
001-190-562 Totals	<u>221,841.00</u>	<u>237,345</u>	<u>237,345</u>	<u>237,345</u>
001-370-527 Medical Examiner				
54506 Property Insurance	0	0	2,750	2,750
58346 Medical Examiner	581,160	498,096	405,620	413,732
58351 Medical Examiner Facility Operating Costs	0	25,926	51,855	103,709
58365 Disadvantaged Youth Program	17,578	0	0	0
001-370-527 Totals	<u>598,738.00</u>	<u>524,022</u>	<u>460,225</u>	<u>520,191</u>
001-370-562 Tubercular Care & Child Protection Exams				
58340 Tubercular Care-transportation	0	2,000	2,000	2,000
58342 Child Protection Exams	43,750	59,000	59,000	59,000
001-370-562 Totals	<u>43,750.00</u>	<u>61,000</u>	<u>61,000</u>	<u>61,000</u>
001-370-563 Baker Act & Marchman Act				
53101 Baker Act Payments	478,617	366,462	366,462	366,462
53102 Mental Health & Alcohol	212,719	271,694	271,694	271,694
001-370-563 Totals	<u>691,336.00</u>	<u>638,156</u>	<u>638,156</u>	<u>638,156</u>
001-370-564 Medicaid & Indigent Burials				
53400 Other Contractual Services	1,500	0	0	0
58341 Indigent Burial	32,090	64,400	64,400	64,400
58343 Medicaid	2,787,173	2,847,241	3,036,826	3,122,243
001-370-564 Totals	<u>2,820,763.00</u>	<u>2,911,641</u>	<u>3,101,226</u>	<u>3,186,643</u>
001-370-569 CHSP & Emergency Assistance				
51200 Regular Salaries and Wages	26,957	42,089	40,560	41,777
52100 Fica Taxes	1,927	3,219	3,103	3,196
52200 Retirement Contribution	2,000	3,329	3,350	3,451
52210 Deferred Compensation Match	0	112	112	112
52300 Life & Health Insurance	4,299	7,647	8,107	8,657
52400 Workers Compensation	70	74	61	63
53400 Other Contractual Services	4,500	0	0	0
54100 Communications	0	0	1,250	1,250
54600 Repairs and Maintenance	0	5,000	5,000	5,000
54900 Other Current Charges & Obligations	2,282	0	1,000	1,000
55200 Operating Supplies	3,686	2,500	5,000	5,000
55401 Training	0	0	1,000	0
58246 United Partners for Human Services	23,750	23,750	23,750	23,750
58247 Whole Child Leon (Foundation for Leon County Schools)	46,653	38,000	38,000	38,000
58344 Human Service Grants	1,078,253	1,200,000	1,200,000	1,200,000
58345 Emergency Assistance	39,000	40,000	40,000	40,000
58365 Disadvantaged Youth Program	19,709	0	0	0
001-370-569 Totals	<u>1,253,086.00</u>	<u>1,365,720</u>	<u>1,370,293</u>	<u>1,371,256</u>

Leon County Fiscal Year 2019 Adopted Budget

Human Services

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-971-562 Primary Health Care				
51200 Regular Salaries and Wages	46,500	46,576	48,206	49,652
51500 Special Pay	0	0	900	900
52100 Fica Taxes	3,035	3,661	3,786	3,897
52200 Retirement Contribution	3,449	3,684	3,982	4,101
52300 Life & Health Insurance	16,556	19,143	20,312	21,624
52400 Workers Compensation	121	82	72	75
53400 Other Contractual Services	4,250	6,000	11,000	11,000
54200 Postage	62	250	250	250
54800 Promotional Activities	0	500	500	500
54900 Other Current Charges & Obligations	1,536,119	1,739,582	1,739,582	1,739,582
55100 Office Supplies	442	780	780	780
55200 Operating Supplies	0	500	500	500
55400 Publications, Subscriptions & Member	210	250	250	250
55401 Training	0	500	1,500	500
001-971-562 Totals	<u>1,610,744.00</u>	<u>1,821,508</u>	<u>1,831,620</u>	<u>1,833,611</u>
140-971-562 Primary Health Care-Trauma Center				
58249 Trauma Center	200,000	200,000	0	0
140-971-562 Totals	<u>200,000.00</u>	<u>200,000</u>	<u>0</u>	<u>0</u>
Human Services Totals	<u>7,440,258.00</u>	<u>7,759,392</u>	<u>7,699,865</u>	<u>7,848,202</u>

Leon County Fiscal Year 2019 Adopted Budget

Cooperative Extension

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-361-537 Cooperative Extension				
54101 Communication - Phone System	3,271	2,416	1,570	1,570
54102 DMS Centrex Billing	0	0	45	45
54505 Vehicle Coverage	812	964	799	799
54601 Vehicle Repair	153	1,795	1,265	1,265
55210 Fuel & Oil	487	1,095	720	720
58100 Aids to Government Agencies	436,515	449,720	429,204	442,080
001-361-537 Totals	<u>441,238.00</u>	<u>455,990</u>	<u>433,603</u>	<u>446,479</u>
Cooperative Extension Totals	<u><u>441,238.00</u></u>	<u><u>455,990</u></u>	<u><u>433,603</u></u>	<u><u>446,479</u></u>

Leon County Fiscal Year 2019 Adopted Budget

Office of Sustainability

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-127-513 Office of Sustainability				
51200 Regular Salaries and Wages	94,474	113,673	114,361	117,767
51250 Regular OPS Salaries	5,334	15,000	15,000	15,000
52100 Fica Taxes	7,427	9,844	9,897	10,157
52200 Retirement Contribution	7,414	8,928	9,380	9,660
52210 Deferred Compensation Match	41	0	0	0
52300 Life & Health Insurance	13,071	19,028	20,238	21,613
52400 Workers Compensation	259	227	194	200
53100 Professional Services	12,210	23,480	23,480	23,480
53400 Other Contractual Services	33,674	41,375	31,375	31,375
54000 Travel & Per Diem	918	4,025	4,025	4,025
54101 Communication - Phone System	84	14	100	100
54300 Utility Services	626	500	500	500
54505 Vehicle Coverage	762	484	401	401
54600 Repairs and Maintenance	260	5,500	5,500	5,500
54601 Vehicle Repair	261	1,270	435	435
54700 Printing and Binding	411	1,500	1,200	1,200
54800 Promotional Activities	4,024	29,670	18,650	18,650
54900 Other Current Charges & Obligations	20,419	3,500	23,500	3,500
55100 Office Supplies	19	250	250	250
55200 Operating Supplies	11,265	23,995	23,995	23,995
55210 Fuel & Oil	0	88	90	90
55400 Publications, Subscriptions & Member	2,769	3,135	7,935	7,935
55401 Training	904	2,200	2,200	2,200
001-127-513 Totals	<u>216,626.00</u>	<u>307,686</u>	<u>312,706</u>	<u>298,033</u>
Office of Sustainability Totals	<u>216,626.00</u>	<u>307,686</u>	<u>312,706</u>	<u>298,033</u>

Leon County Fiscal Year 2019 Adopted Budget

Solid Waste

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
401-416-534 Yard Waste				
51200 Regular Salaries and Wages	0	42,685	44,335	45,665
51400 Overtime	0	3,900	3,900	3,900
52100 Fica Taxes	0	3,316	3,442	3,544
52200 Retirement Contribution	0	3,376	3,662	3,771
52210 Deferred Compensation Match	0	997	997	997
52300 Life & Health Insurance	0	20,409	21,716	23,179
52400 Workers Compensation	0	2,834	2,588	2,664
53400 Other Contractual Services	0	493,280	303,793	302,027
54400 Rentals and Leases	0	1,650	1,650	1,650
54505 Vehicle Coverage	0	3,967	0	0
54600 Repairs and Maintenance	0	8,700	17,909	17,389
54601 Vehicle Repair	0	19,670	0	0
54900 Other Current Charges & Obligations	0	200	1,400	1,400
55200 Operating Supplies	0	1,400	1,400	1,400
55210 Fuel & Oil	0	2,210	10,000	10,000
55401 Training	0	300	300	300
401-416-534 Totals	0.00	608,894	417,092	417,886
401-435-534 Landfill Closure				
53100 Professional Services	136,533	0	0	0
401-435-534 Totals	136,533.00	0	0	0
401-437-534 Rural Waste Service Centers				
51200 Regular Salaries and Wages	281,936	234,083	237,907	245,045
51250 Regular OPS Salaries	10,023	12,857	24,950	24,950
51400 Overtime	14,049	25,000	25,000	25,000
51530 Special Pay-Hurricane Irma	341	0	0	0
52100 Fica Taxes	21,989	19,138	20,607	21,157
52200 Retirement Contribution	22,530	18,515	19,683	20,274
52210 Deferred Compensation Match	1,030	1,093	1,093	1,093
52300 Life & Health Insurance	49,943	94,142	76,681	81,578
52400 Workers Compensation	30,868	16,128	14,434	14,832
53400 Other Contractual Services	101,568	76,931	77,022	77,074
54000 Travel & Per Diem	0	150	150	150
54100 Communications	0	2,100	2,100	2,100
54200 Postage	0	1,775	1,775	1,775
54300 Utility Services	-320	2,780	2,780	2,780
54505 Vehicle Coverage	20,537	5,144	4,263	4,263
54600 Repairs and Maintenance	12,184	52,500	52,500	52,500
54601 Vehicle Repair	43,254	44,480	40,715	40,715
54700 Printing and Binding	77	2,300	2,300	2,300
54900 Other Current Charges & Obligations	140	140	140	140
55100 Office Supplies	40	682	682	682
55200 Operating Supplies	6,407	8,100	8,100	8,100
55210 Fuel & Oil	35,764	58,175	47,035	47,035
401-437-534 Totals	652,360.00	676,213	659,917	673,543

Leon County Fiscal Year 2019 Adopted Budget

Solid Waste

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
401-441-534 Transfer Station Operations				
51200 Regular Salaries and Wages	505,241	493,541	461,122	474,176
51400 Overtime	11,440	20,000	20,000	20,000
51500 Special Pay	0	0	2,507	2,507
51530 Special Pay-Hurricane Irma	1,352	0	0	0
52100 Fica Taxes	37,365	39,121	36,640	37,638
52200 Retirement Contribution	40,192	41,332	40,563	41,716
52210 Deferred Compensation Match	2,341	3,734	3,734	3,734
52300 Life & Health Insurance	88,984	129,669	132,099	139,978
52400 Workers Compensation	48,943	29,165	23,905	24,622
53400 Other Contractual Services	6,001,089	6,040,582	6,136,007	6,237,357
54000 Travel & Per Diem	0	0	500	500
54100 Communications	0	535	535	535
54101 Communication - Phone System	543	380	345	345
54200 Postage	374	0	0	0
54300 Utility Services	0	5,168	0	0
54400 Rentals and Leases	4,196	3,260	4,805	4,805
54505 Vehicle Coverage	1,089	1,103	1,766	1,766
54600 Repairs and Maintenance	13,501	121,035	115,835	115,835
54601 Vehicle Repair	49,136	47,165	59,243	60,095
54700 Printing and Binding	0	200	200	200
54900 Other Current Charges & Obligations	0	450	5,650	5,650
55100 Office Supplies	22	1,070	1,070	1,070
55200 Operating Supplies	19,165	19,280	18,780	18,780
55210 Fuel & Oil	104,197	116,515	12,773	12,773
55400 Publications, Subscriptions & Member	0	200	200	200
55401 Training	1,925	1,050	1,050	1,050
401-441-534 Totals	<u>6,931,095.00</u>	<u>7,114,555</u>	<u>7,079,329</u>	<u>7,205,332</u>

Leon County Fiscal Year 2019 Adopted Budget

Solid Waste

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
401-442-534 Solid Waste Management Facility				
51200 Regular Salaries and Wages	140,954	112,710	96,819	99,723
51400 Overtime	24,319	9,100	9,100	9,100
51500 Special Pay	0	0	3,490	3,490
51530 Special Pay-Hurricane Irma	445	0	0	0
52100 Fica Taxes	11,558	8,951	7,735	7,956
52200 Retirement Contribution	11,922	8,915	7,997	8,237
52210 Deferred Compensation Match	0	1,956	1,956	1,956
52300 Life & Health Insurance	46,684	34,040	32,964	35,113
52400 Workers Compensation	13,691	5,816	5,269	5,427
53100 Professional Services	18,198	53,000	53,000	53,000
53400 Other Contractual Services	497,739	78,020	78,020	228,020
54000 Travel & Per Diem	0	500	500	500
54100 Communications	4,219	1,260	1,260	1,260
54101 Communication - Phone System	5,542	2,782	905	905
54200 Postage	190	500	500	500
54300 Utility Services	5,423	69,683	69,683	69,683
54400 Rentals and Leases	9,665	13,233	12,665	12,665
54505 Vehicle Coverage	6,785	9,257	10,961	10,961
54600 Repairs and Maintenance	22,368	50,280	75,280	42,180
54601 Vehicle Repair	121,560	45,896	57,415	57,415
54700 Printing and Binding	88	350	350	350
54900 Other Current Charges & Obligations	36,293	118,750	750	750
55100 Office Supplies	556	1,000	1,000	1,000
55200 Operating Supplies	17,395	14,100	14,100	14,100
55210 Fuel & Oil	17,407	5,432	10,865	10,865
55400 Publications, Subscriptions & Member	607	200	200	200
55401 Training	990	2,500	2,500	2,500
401-442-534 Totals	<u>1,014,598.00</u>	<u>648,231</u>	<u>555,284</u>	<u>677,856</u>

Leon County Fiscal Year 2019 Adopted Budget

Solid Waste

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
401-443-534 Hazardous Waste				
51200 Regular Salaries and Wages	169,890	159,709	165,216	170,156
51250 Regular OPS Salaries	0	16,030	16,030	16,030
51400 Overtime	28,526	36,000	36,000	36,000
51500 Special Pay	0	0	1,450	1,450
51530 Special Pay-Hurricane Irma	25	0	0	0
52100 Fica Taxes	14,948	14,020	14,442	14,819
52200 Retirement Contribution	18,752	16,620	18,087	18,629
52210 Deferred Compensation Match	1,396	985	985	985
52300 Life & Health Insurance	20,957	25,008	26,131	27,383
52400 Workers Compensation	18,803	11,515	10,432	10,720
53400 Other Contractual Services	309,531	327,823	332,116	338,547
54000 Travel & Per Diem	758	2,600	2,600	2,600
54101 Communication - Phone System	483	213	240	240
54200 Postage	22	25	25	25
54300 Utility Services	0	1,410	1,410	1,410
54505 Vehicle Coverage	1,946	1,836	1,522	1,522
54600 Repairs and Maintenance	1,211	8,000	8,000	8,000
54601 Vehicle Repair	6,635	5,085	6,665	6,665
54700 Printing and Binding	600	1,370	1,370	1,370
54800 Promotional Activities	1,536	4,300	4,300	4,300
54900 Other Current Charges & Obligations	1,926	2,000	2,000	2,000
55100 Office Supplies	26	450	450	450
55200 Operating Supplies	59,937	45,300	45,300	45,300
55210 Fuel & Oil	552	1,130	1,135	1,135
55400 Publications, Subscriptions & Member	565	601	601	601
55401 Training	0	200	200	200
401-443-534 Totals	<u>659,025.00</u>	<u>682,230</u>	<u>696,707</u>	<u>710,537</u>
Solid Waste Totals	<u>9,393,611.00</u>	<u>9,730,123</u>	<u>9,408,329</u>	<u>9,685,154</u>

Leon County Fiscal Year 2019 Adopted Budget

Clerk of the Circuit Court

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-132-586 Clerk - Finance Administration				
59302 Budget Transfers	1,609,217	1,670,645	1,764,742	1,817,684
001-132-586 Totals	<u>1,609,217.00</u>	<u>1,670,645</u>	<u>1,764,742</u>	<u>1,817,684</u>
110-537-614 Clerk - Article V Expenses				
54913 Clerk Circuit Court Fees	407,457	425,198	420,627	429,040
110-537-614 Totals	<u>407,457.00</u>	<u>425,198</u>	<u>420,627</u>	<u>429,040</u>
Clerk of the Circuit Court Totals	<u>2,016,674.00</u>	<u>2,095,843</u>	<u>2,185,369</u>	<u>2,246,724</u>

Leon County Fiscal Year 2019 Adopted Budget

Property Appraiser

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-512-586 Property Appraiser				
59306 Budget Transfer	5,143,525	5,094,412	5,088,414	5,241,066
001-512-586 Totals	<u>5,143,525.00</u>	<u>5,094,412</u>	<u>5,088,414</u>	<u>5,241,066</u>
Property Appraiser Totals	<u><u>5,143,525.00</u></u>	<u><u>5,094,412</u></u>	<u><u>5,088,414</u></u>	<u><u>5,241,066</u></u>

Leon County Fiscal Year 2019 Adopted Budget

Sheriff

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
110-510-586 Law Enforcement				
51100 Executive Salaries	73,518	72,714	75,789	75,789
51200 Regular Salaries and Wages	19,907,718	19,612,801	20,681,510	22,728,347
51300 Other Salaries & Wages	234,603	218,786	140,974	140,974
51400 Overtime	1,090,782	867,432	1,032,925	1,043,254
51500 Special Pay	192,928	182,040	187,560	193,187
52100 Fica Taxes	1,551,609	1,562,728	1,636,333	1,693,605
52200 Retirement Contribution	4,091,094	3,970,302	4,393,396	4,525,198
52300 Life & Health Insurance	3,457,365	4,369,439	4,753,795	5,086,561
52400 Workers Compensation	400,348	387,604	404,113	408,154
52500 Unemployment Compensation	5,690	10,000	10,000	10,000
53143 Other Administrative / Professional	31	24,000	24,000	24,000
53144 Professional Services / Medical	41,323	47,205	47,205	47,205
53400 Other Contractual Services	92,632	142,712	161,837	161,837
53500 Investigations	28,470	60,000	60,000	60,000
54041 Travel and Per Diem	37,395	89,150	105,310	105,310
54042 Travel / Private Vehicle	159	200	200	200
54100 Communications	327,935	416,180	464,923	464,923
54200 Postage	17,605	31,590	34,790	34,790
54300 Utility Services	123,811	176,108	175,108	175,108
54400 Rentals and Leases	93,497	97,532	85,889	85,889
54506 Property Insurance	0	26,763	28,101	28,101
54520 Insurance - Property	25,489	0	0	0
54530 Insurance-Prof. Liab	255,297	0	0	0
54541 Insurance / Auto	212,127	279,407	349,362	349,362
54542 Insurance / Professional Liability	0	287,482	319,397	319,397
54600 Repairs and Maintenance	169,485	0	0	0
54610 Repairs and Maintenance-Fleet	324,594	0	0	0
54615 Maintenance and Repair	20,027	0	0	0
54641 Repair and Maintenance / Autos	170,653	695,524	725,842	725,842
54643 Repair and Maintenance / Radios	11,412	21,693	22,237	22,237
54644 Repair and Maintenance / Office Equipment	118,599	497,577	560,932	560,932
54646 Repair and Maintenance / Facilities	115,983	227,311	226,586	226,586
54700 Printing And Binding	31,500	56,798	56,798	56,798
54942 Other Current Charges / Auto	138,971	283,675	115,675	115,675
54948 Other Current Charges / Other	71,846	76,236	81,926	81,926
54949 Uniform Cleaning	16,284	46,060	47,200	47,200
54950 Tuition Assistance	900	5,500	2,500	2,500
55100 Office Supplies	35,892	35,868	35,750	35,750
55200 Operating Supplies	431,988	0	0	0
55210 Fuel & Oil	570,508	0	0	0
55215 Motorcycle/Boat Supplies	5,712	0	0	0
55235 Investigative Supplies	19,826	0	0	0
55240 Data Processing Supplies	0	111,300	57,500	57,500
55241 Operating Supplies / Fuel and Lubrication	0	811,471	820,770	820,770
55242 Operating Supplies / Ammo	0	107,000	107,000	107,000
55244 Operating Supplies / Investigative	0	35,680	35,680	35,680
55248 Operating Supplies / Motorcycles and Boats	0	10,000	10,000	10,000
55249 Operating Supplies / Miscellaneous	0	222,948	286,978	286,978
55250 Operating Supplies / Uniforms	285,798	392,123	379,932	379,932
55265 Ammunition	92,678	0	0	0
55270 Data Processing Supplies	24,389	0	0	0
55275 Computer Software	20,495	0	0	0
55280 Computer Hardware <\$1000 unit	0	0	29,500	29,500

Leon County Fiscal Year 2019 Adopted Budget

Sheriff

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
110-510-586 Law Enforcement				
55400 Publications, Subscriptions & Member	56,364	32,155	30,307	30,307
55401 Training	20,741	118,663	113,175	113,175
56400 Machinery and Equipment	225,323	0	0	0
56441 Machinery and Equipment / Auto	477,860	382,475	1,200,500	1,200,500
56443 Machinery and Equipment / Radio	25,589	40,200	37,000	37,000
56444 Machinery and Equipment / Office	0	58,392	123,955	123,955
56445 Machinery and Equipment / Investigation	11,870	15,070	7,200	7,200
56448 Machinery and Equipment / Other	66,460	46,380	112,850	112,850
58100 Aids to Government Agencies	2,502,466	2,482,569	2,774,529	2,913,255
59000 Sheriff Contingency - Operating	0	100,000	100,000	100,000
59010 Sheriff - Less SRO Contract	0	-1,447,759	-1,857,374	-1,857,374
59100 Transfer	-64,982	0	0	0
110-510-586 Totals	<u>38,260,657.00</u>	<u>38,397,084</u>	<u>41,417,465</u>	<u>44,144,865</u>

Leon County Fiscal Year 2019 Adopted Budget

Sheriff

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
110-511-586 Corrections				
51100 Executive Salaries	73,518	72,714	75,789	75,789
51200 Regular Salaries and Wages	14,855,777	15,110,816	15,498,924	16,705,940
51300 Other Salaries & Wages	2,746	0	0	0
51400 Overtime	652,121	728,450	728,450	735,735
51500 Special Pay	61,355	56,940	66,780	66,780
52100 Fica Taxes	1,119,675	1,203,637	1,212,214	1,272,825
52200 Retirement Contribution	3,013,216	3,057,861	3,194,806	3,290,650
52300 Life & Health Insurance	3,183,142	3,999,433	4,288,865	4,589,086
52400 Workers Compensation	323,381	299,144	304,975	304,975
52500 Unemployment Compensation	7,612	20,000	20,000	20,000
53105 Gum Road Target Planning Area - FEMA Maps	9,332	0	0	0
53144 Professional Services / Medical	0	17,800	17,800	17,800
53400 Other Contractual Services	7,381,521	7,297,121	7,636,065	7,636,065
54010 Travel-Local Mileage	248	200	200	200
54041 Travel and Per Diem	14,605	13,240	26,200	26,200
54100 Communications	69,210	79,758	79,758	79,757
54200 Postage	3,476	2,090	1,090	1,090
54300 Utility Services	932,746	922,650	937,650	937,650
54400 Rentals and Leases	31,440	0	0	0
54443 Rentals and Leases / Other	0	17,869	17,113	17,113
54506 Property Insurance	226,334	237,651	249,534	249,534
54541 Insurance / Auto	13,996	15,000	16,000	16,000
54542 Insurance / Professional Liability	212,680	230,320	255,153	255,153
54544 Insurance Prisoner/Medical	74,322	74,226	126,000	126,000
54600 Repairs and Maintenance	61,020	0	0	0
54610 Repairs and Maintenance-Fleet	32,331	0	0	0
54641 Repair and Maintenance / Autos	0	33,368	33,500	33,500
54643 Repair and Maintenance / Radios	0	1,644	1,644	1,644
54644 Repair and Maintenance / Office Equipment	36,007	298,219	283,319	283,319
54646 Repair and Maintenance / Facilities	505,074	588,468	466,034	466,034
54700 Printing and Binding	19,444	12,500	12,500	12,500
54900 Other Current Charges & Obligations	20,733	0	0	0
54948 Other Current Charges / Other	0	15,000	15,000	15,000
54949 Uniform Cleaning	13,755	40,800	44,300	44,300
54950 Tuition Assistance	2,400	1,500	2,500	2,500
55100 Office Supplies	22,174	25,738	25,750	25,750
55200 Operating Supplies	106,742	172,662	176,312	176,312
55210 Fuel & Oil	26,506	0	0	0
55240 Data Processing Supplies	19,808	55,000	25,000	25,000
55241 Operating Supplies / Fuel and Lubrication	0	35,910	35,910	35,910
55246 Operating Supplies / Other Jail Supplies	440,104	406,254	406,254	406,254
55250 Operating Supplies / Uniforms	141,150	203,944	207,344	207,344
55275 Computer Software	163,894	0	0	0
55400 Publications, Subscriptions & Member	2,564	4,939	4,939	4,939
55401 Training	9,353	15,128	14,028	14,028
56400 Machinery and Equipment	92,392	0	0	0
56441 Machinery and Equipment / Auto	0	0	60,000	60,000
56442 Machinery and Equipment - Jail	91,549	27,008	123,000	123,000
56443 Machinery and Equipment / Radio	0	14,000	10,400	10,400
56444 Machinery and Equipment / Office	0	29,000	32,466	32,466
59000 Sheriff Contingency - Operating	0	100,000	100,000	100,000
59100 Transfer	484,302	0	0	0
110-511-586 Totals	34,553,755.00	35,538,002	36,833,566	38,504,542

Leon County Fiscal Year 2019 Adopted Budget

Sheriff

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
Sheriff Totals	<u>72,814,412.00</u>	<u>73,935,086</u>	<u>78,251,031</u>	<u>82,649,407</u>

Leon County Fiscal Year 2019 Adopted Budget

Supervisor of Elections

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
060-520-513 Voter Registration				
51100 Executive Salaries	135,119	136,465	143,609	143,710
51200 Regular Salaries and Wages	1,209,616	1,215,130	1,224,052	1,258,323
52100 Fica Taxes	97,939	106,049	106,485	109,029
52200 Retirement Contribution	237,279	251,385	265,922	271,702
52210 Deferred Compensation Match	2,179	3,500	3,500	3,500
52300 Life & Health Insurance	170,822	209,797	217,733	231,514
52400 Workers Compensation	6,700	4,331	4,327	4,445
52600 Class C Travel	427	0	0	0
53100 Professional Services	1,648	3,750	3,750	3,750
53400 Other Contractual Services	11,651	20,050	23,300	34,400
54000 Travel & Per Diem	25,614	26,000	17,000	18,000
54100 Communications	4,014	3,550	4,000	4,000
54101 Communication - Phone System	878	2,280	1,710	1,710
54200 Postage	28,830	11,600	39,242	49,500
54400 Rentals and Leases	37,787	392,411	386,353	402,302
54505 Vehicle Coverage	0	750	859	859
54600 Repairs and Maintenance	112,151	112,571	111,558	113,876
54700 Printing and Binding	58,501	28,650	38,923	49,850
54800 Promotional Activities	15	31,245	28,565	43,280
54900 Other Current Charges & Obligations	27,047	12,450	8,700	12,950
54961 Administrative Hearing	2,566	0	0	0
55100 Office Supplies	7,953	12,500	12,148	16,848
55200 Operating Supplies	14,556	5,400	9,425	12,125
55210 Fuel & Oil	62	0	0	0
55400 Publications, Subscriptions & Member	6,942	11,585	11,286	11,786
55401 Training	21,191	18,475	23,400	14,800
56201 Building Improvements	188,802	0	6,400	30,000
56400 Machinery and Equipment	69,002	5,000	0	0
56410 Machinery & Equipment <\$750	12,983	1,600	4,490	3,150
060-520-513 Totals	<u>2,492,274.00</u>	<u>2,626,524</u>	<u>2,696,737</u>	<u>2,845,409</u>
060-520-586 Elections				
59308 SOE-BUDGET TRANSFER	176,380	0	0	0
060-520-586 Totals	<u>176,380.00</u>	<u>0</u>	<u>0</u>	<u>0</u>

Leon County Fiscal Year 2019 Adopted Budget

Supervisor of Elections

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
060-521-513 Elections				
51250 Regular OPS Salaries	81,327	367,138	256,276	500,000
51300 Other Salaries & Wages	121,747	0	0	0
52100 Fica Taxes	15,315	28,086	19,705	38,250
52200 Retirement Contribution	5,990	23,580	9,402	32,500
52300 Life & Health Insurance	15,560	37,324	30,750	58,500
52400 Workers Compensation	1,016	918	644	1,125
53100 Professional Services	0	8,750	6,750	8,500
53400 Other Contractual Services	19,850	314,310	438,162	906,062
53441 Other Contractual / Poll Workers	156,843	0	0	0
53442 Other Cont / Elec Temp Agency Help	35,870	0	0	0
53443 Other Cont / Election Security	20,776	0	0	0
53444 Other Cont / Elec Equip Delivery	13,822	0	0	0
54000 Travel & Per Diem	4,337	7,000	5,750	11,643
54100 Communications	7,877	11,496	11,230	18,298
54101 Communication - Phone System	13,530	15,756	15,000	15,000
54102 DMS Centrex Billing	0	0	1,215	1,215
54200 Postage	22,386	34,625	38,875	100,906
54400 Rentals and Leases	307,764	22,200	17,320	34,640
54410 Rental and Leases / Polling Place St	12,040	0	0	0
54505 Vehicle Coverage	1,208	0	0	0
54600 Repairs and Maintenance	259,351	302,889	301,531	332,893
54601 Vehicle Repair	1,734	2,960	2,745	2,745
54700 Printing and Binding	69,603	312,224	136,372	314,395
54711 Printing & Binding / School Elections	617	0	0	0
54712 Printing & Binding / Elections Ballots	34,792	0	0	0
54713 Printing & Binding / PW Training Mate	5,868	0	0	0
54800 Promotional Activities	0	33,350	26,700	52,400
54900 Other Current Charges & Obligations	29,668	20,850	14,050	29,980
54962 Canvassing Board	355	0	0	0
54963 Election Notices	3,753	0	0	0
55100 Office Supplies	9,882	67,686	64,570	99,969
55111 Office Supplies / Early Voting	706	0	0	0
55112 Office Supplies / Precincts	74	0	0	0
55200 Operating Supplies	10,225	15,219	6,285	27,300
55210 Fuel & Oil	1,521	2,100	2,630	2,630
55261 Operating Supplies / Early Voting	1,325	0	0	0
55263 Operating Supplies / Canvassing Board	141	0	0	0
55400 Publications, Subscriptions & Member	39	0	0	0
55401 Training	0	1,400	0	1,400
56201 Building Improvements	0	0	9,000	0
56400 Machinery and Equipment	22,370	0	0	8,000
56410 Machinery & Equipment <\$750	34,870	3,370	6,500	9,500
060-521-513 Totals	<u>1,344,152.00</u>	<u>1,633,231</u>	<u>1,421,462</u>	<u>2,607,851</u>
060-521-586 Elections				
59308 SOE-BUDGET TRANSFER	185,511	0	0	0
060-521-586 Totals	<u>185,511.00</u>	<u>0</u>	<u>0</u>	<u>0</u>
Supervisor of Elections Totals	<u>4,198,317.00</u>	<u>4,259,755</u>	<u>4,118,199</u>	<u>5,453,260</u>

Leon County Fiscal Year 2019 Adopted Budget

Tax Collector

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-513-586 Tax Collector				
59307 Budget Transfer	4,567,164	4,906,468	4,932,000	5,079,960
001-513-586 Totals	<u>4,567,164.00</u>	<u>4,906,468</u>	<u>4,932,000</u>	<u>5,079,960</u>
123-513-586 Tax Collector				
59307 Budget Transfer	67,960	65,920	65,920	65,920
123-513-586 Totals	<u>67,960.00</u>	<u>65,920</u>	<u>65,920</u>	<u>65,920</u>
135-513-586 Tax Collector				
59307 Budget Transfer	144,369	150,144	156,149	162,395
135-513-586 Totals	<u>144,369.00</u>	<u>150,144</u>	<u>156,149</u>	<u>162,395</u>
145-513-586 Tax Collector				
59307 Budget Transfer	38,399	45,908	47,849	50,590
145-513-586 Totals	<u>38,399.00</u>	<u>45,908</u>	<u>47,849</u>	<u>50,590</u>
162-513-586 Tax Collector				
59307 Budget Transfer	5,500	5,500	5,500	5,500
162-513-586 Totals	<u>5,500.00</u>	<u>5,500</u>	<u>5,500</u>	<u>5,500</u>
164-513-586 Tax Collector				
59307 Budget Transfer	4,565	5,000	5,000	5,000
164-513-586 Totals	<u>4,565.00</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
401-513-586 Tax Collector				
59307 Budget Transfer	30,227	32,620	32,620	33,598
401-513-586 Totals	<u>30,227.00</u>	<u>32,620</u>	<u>32,620</u>	<u>33,598</u>
Tax Collector Totals	<u>4,858,184.00</u>	<u>5,211,560</u>	<u>5,245,038</u>	<u>5,402,963</u>

Leon County Fiscal Year 2019 Adopted Budget

Court Administration

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-540-601 Court Administration				
51200 Regular Salaries and Wages	141,406	135,194	132,478	136,452
52100 Fica Taxes	10,151	10,458	10,152	10,457
52200 Retirement Contribution	12,007	10,694	13,993	14,413
52300 Life & Health Insurance	32,831	37,013	26,868	28,706
52400 Workers Compensation	321	225	179	184
53400 Other Contractual Services	0	9,900	9,900	9,900
54000 Travel & Per Diem	330	198	198	198
54100 Communications	2,295	4,329	4,329	4,329
54102 DMS Centrex Billing	0	0	185	185
54200 Postage	34	200	200	200
54400 Rentals and Leases	5,147	0	0	0
54700 Printing and Binding	0	200	200	200
54900 Other Current Charges & Obligations	866	1,401	1,401	1,401
55100 Office Supplies	-727	450	450	450
55200 Operating Supplies	14,532	10,892	2,092	2,092
55401 Training	1,815	1,800	1,800	1,800
001-540-601 Totals	<u>221,008.00</u>	<u>222,954</u>	<u>204,425</u>	<u>210,967</u>
001-540-713 Court Information Systems				
54101 Communication - Phone System	19,687	12,279	10,705	10,705
001-540-713 Totals	<u>19,687.00</u>	<u>12,279</u>	<u>10,705</u>	<u>10,705</u>
Court Administration Totals	<u>240,695.00</u>	<u>235,233</u>	<u>215,130</u>	<u>221,672</u>

Leon County Fiscal Year 2019 Adopted Budget

State Attorney

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
110-532-602 State Attorney				
51300 Other Salaries & Wages	37,000	37,000	37,000	37,000
53500 Investigations	1,048	1,500	5,400	5,400
54000 Travel & Per Diem	913	1,900	2,000	2,000
54100 Communications	4,058	5,000	7,000	7,000
54600 Repairs and Maintenance	3,054	2,000	5,700	5,700
54900 Other Current Charges & Obligations	21,228	15,000	40,500	40,500
55200 Operating Supplies	35,682	36,200	21,000	21,000
110-532-602 Totals	<u>102,983.00</u>	<u>98,600</u>	<u>118,600</u>	<u>118,600</u>
110-532-713 State Attorney				
54101 Communication - Phone System	12,658	13,134	14,700	14,700
110-532-713 Totals	<u>12,658.00</u>	<u>13,134</u>	<u>14,700</u>	<u>14,700</u>
State Attorney Totals	<u>115,641.00</u>	<u>111,734</u>	<u>133,300</u>	<u>133,300</u>

Leon County Fiscal Year 2019 Adopted Budget

Public Defender

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
110-533-603 Public Defender				
51300 Other Salaries & Wages	37,000	37,000	37,000	37,000
53100 Professional Services	0	10,438	10,438	10,438
53500 Investigations	4,068	16,150	8,150	8,150
54100 Communications	8,511	12,240	12,240	12,240
54200 Postage	189	1,291	1,291	1,291
54400 Rentals and Leases	7,343	11,640	13,640	13,640
54900 Other Current Charges & Obligations	0	7,000	7,000	7,000
55100 Office Supplies	0	210	0	0
55200 Operating Supplies	59,718	22,556	28,766	28,766
110-533-603 Totals	<u>116,829.00</u>	<u>118,525</u>	<u>118,525</u>	<u>118,525</u>
110-533-713 Public Defender				
54101 Communication - Phone System	19,294	17,483	17,865	17,865
110-533-713 Totals	<u>19,294.00</u>	<u>17,483</u>	<u>17,865</u>	<u>17,865</u>
Public Defender Totals	<u>136,123.00</u>	<u>136,008</u>	<u>136,390</u>	<u>136,390</u>

Leon County Fiscal Year 2019 Adopted Budget

Other Court-Related Programs

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
110-555-715 Legal Aid				
58224 Legal Services of North FL (801)	257,500	259,914	259,914	259,914
110-555-715 Totals	<u>257,500.00</u>	<u>259,914</u>	<u>259,914</u>	<u>259,914</u>
114-586-662 Court Administration - Teen Court				
51200 Regular Salaries and Wages	42,809	41,506	37,754	38,886
52100 Fica Taxes	4,577	3,233	2,945	3,032
52200 Retirement Contribution	4,913	3,283	3,119	3,212
52300 Life & Health Insurance	25,400	16,698	16,066	17,131
52400 Workers Compensation	171	73	57	59
53400 Other Contractual Services	2,028	2,300	2,300	2,300
54000 Travel & Per Diem	260	1,325	1,325	1,325
54200 Postage	176	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	700	813	2,424
55200 Operating Supplies	-78	1,650	1,650	1,650
55400 Publications, Subscriptions & Member	0	200	200	200
55401 Training	290	1,785	1,785	1,785
114-586-662 Totals	<u>80,546.00</u>	<u>75,554</u>	<u>70,815</u>	<u>74,805</u>
117-509-569 Alternative Juvenile Programs				
51200 Regular Salaries and Wages	66,154	59,306	61,085	62,918
51500 Special Pay	0	-20,880	-21,896	-20,372
52100 Fica Taxes	3,107	4,537	4,673	4,813
52200 Retirement Contribution	3,213	4,691	5,046	5,197
52300 Life & Health Insurance	5,096	7,517	8,003	8,550
52400 Workers Compensation	124	105	92	95
55200 Operating Supplies	0	3,302	3,302	3,302
117-509-569 Totals	<u>77,694.00</u>	<u>58,578</u>	<u>60,305</u>	<u>64,503</u>
117-546-714 Law Library				
56600 Books, Publications & Library Material	0	57,855	53,105	54,698
117-546-714 Totals	<u>0.00</u>	<u>57,855</u>	<u>53,105</u>	<u>54,698</u>
117-548-662 Judicial Programs/Article V				
51200 Regular Salaries and Wages	38,856	81,190	134,031	86,551
51300 Other Salaries & Wages	0	16,077	15,760	15,390
51500 Special Pay	0	-30,039	-32,667	-32,667
52100 Fica Taxes	2,923	6,378	6,599	6,794
52200 Retirement Contribution	2,792	5,239	6,783	6,988
52300 Life & Health Insurance	1,340	15,427	16,345	17,427
52400 Workers Compensation	99	138	119	122
53400 Other Contractual Services	-10,408	0	0	0
55200 Operating Supplies	684	5,758	5,758	5,758
117-548-662 Totals	<u>36,286.00</u>	<u>100,168</u>	<u>152,728</u>	<u>106,363</u>
117-555-715 Legal Aid - Court				
58224 Legal Services of North FL (801)	44,000	57,855	53,105	54,698
117-555-715 Totals	<u>44,000.00</u>	<u>57,855</u>	<u>53,105</u>	<u>54,698</u>

Leon County Fiscal Year 2019 Adopted Budget

Other Court-Related Programs

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
Other Court-Related Programs Totals	496,026.00	609,924	649,972	614,981

Leon County Fiscal Year 2019 Aopted Budget

Guardian Ad Litem

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-547-685 Guardian Ad Litem				
53400 Other Contractual Services	11,851	4,918	4,918	4,918
54100 Communications	3,422	13,824	13,824	13,824
54200 Postage	1,703	1,200	1,200	1,200
001-547-685 Totals	<u>16,976.00</u>	<u>19,942</u>	<u>19,942</u>	<u>19,942</u>
001-547-713 GAL Information Systems				
54101 Communication - Phone System	2,669	2,513	2,755	2,755
54102 DMS Centrex Billing	0	0	15	15
001-547-713 Totals	<u>2,669.00</u>	<u>2,513</u>	<u>2,770</u>	<u>2,770</u>
Guardian Ad Litem Totals	<u>19,645.00</u>	<u>22,455</u>	<u>22,712</u>	<u>22,712</u>

Leon County Fiscal Year 2019 Adopted Budget

Fire Control

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
145-838-522 Fire Services Payment				
53400 Other Contractual Services	7,996,390	7,423,538	7,554,132	7,625,680
145-838-522 Totals	<u>7,996,390.00</u>	<u>7,423,538</u>	<u>7,554,132</u>	<u>7,625,680</u>
145-843-522 Volunteer Fire Department				
54200 Postage	665	0	0	0
54800 Promotional Activities	302,001	482,479	482,479	482,479
145-843-522 Totals	<u>302,666.00</u>	<u>482,479</u>	<u>482,479</u>	<u>482,479</u>
Fire Control Totals	<u>8,299,056.00</u>	<u>7,906,017</u>	<u>8,036,611</u>	<u>8,108,159</u>

Leon County Fiscal Year 2019 Adopted Budget

Other Non-Operating

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-114-512 PLACE - Economic Development				
54101 Communication - Phone System	0	228	0	0
58100 Aids to Government Agencies	384,352	304,755	304,755	304,755
001-114-512 Totals	<u>384,352.00</u>	<u>304,983</u>	<u>304,755</u>	<u>304,755</u>
001-278-551 Summer Youth Employment				
51300 Other Salaries & Wages	48,888	32,730	32,640	32,640
52100 Fica Taxes	3,740	2,458	2,454	2,454
52400 Workers Compensation	127	337	337	337
54200 Postage	275	100	800	800
54700 Printing And Binding	0	500	500	500
55200 Operating Supplies	2,643	3,875	3,875	3,875
001-278-551 Totals	<u>55,673.00</u>	<u>40,000</u>	<u>40,606</u>	<u>40,606</u>
001-402-515 Capital Regional Transportation Planning Agency				
51200 Regular Salaries and Wages	75,580	73,561	0	0
52100 Fica Taxes	5,361	5,725	0	0
52200 Retirement Contribution	9,508	9,754	0	0
52300 Life & Health Insurance	16,035	18,499	0	0
52400 Workers Compensation	197	130	0	0
54900 Other Current Charges & Obligations	0	15,000	0	0
001-402-515 Totals	<u>106,681.00</u>	<u>122,669</u>	<u>0</u>	<u>0</u>
001-403-515 Blueprint 2000				
51200 Regular Salaries and Wages	312,421	274,559	480,801	495,015
51500 Special Pay	0	0	6,400	6,400
52100 Fica Taxes	20,315	20,269	32,027	32,622
52200 Retirement Contribution	34,201	32,360	51,694	53,246
52210 Deferred Compensation Match	530	0	0	0
52300 Life & Health Insurance	49,564	50,629	65,152	69,500
52400 Workers Compensation	743	0	619	638
001-403-515 Totals	<u>417,774.00</u>	<u>377,817</u>	<u>636,693</u>	<u>657,421</u>
001-820-519 Non-Operating General Fund				
52500 Unemployment Compensation	3,139	50,000	50,000	50,000
53100 Professional Services	90,668	153,000	140,834	153,000
53102 Mental Health & Alcohol	4,610	7,500	7,500	7,500
53160 Bank Service Charges	224,254	166,000	166,000	166,000
53200 Accounting and Auditing	253,173	298,000	298,000	298,000
53400 Other Contractual Services	7,500	24,613	0	0
54000 Travel & Per Diem	0	5,000	5,000	5,000
54400 Rentals and Leases	19,635	20,218	19,920	19,920
54900 Other Current Charges & Obligations	122,573	68,519	68,520	68,519
54908 Other Current Charges & Obligations	27,049	25,000	25,000	25,000
55200 Operating Supplies	2,453	0	0	0
55400 Publications, Subscriptions & Member	62,588	63,754	65,385	65,385
58200 Aids to Private Organizations	38,270	31,000	31,000	31,000
001-820-519 Totals	<u>855,912.00</u>	<u>912,604</u>	<u>877,159</u>	<u>889,324</u>
001-972-559 CRA-Payment				
54900 Other Current Charges & Obligations	2,402,311	2,880,365	2,277,443	2,451,750
001-972-559 Totals	<u>2,402,311.00</u>	<u>2,880,365</u>	<u>2,277,443</u>	<u>2,451,750</u>

Leon County Fiscal Year 2019 Adopted Budget

Other Non-Operating

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
106-978-541 Public Works Admin Chargebacks				
54980 Reimb of Admin Costs	0	-350,000	0	0
106-978-541 Totals	0.00	-350,000	0	0
110-620-689 Juvenile Detention Payment - State				
58100 Aids to Government Agencies	845,180	877,710	900,000	918,000
110-620-689 Totals	845,180.00	877,710	900,000	918,000
116-800-562 Drug Abuse				
53400 Other Contractual Services	52,271	96,038	87,068	100,053
116-800-562 Totals	52,271.00	96,038	87,068	100,053
125-991-595 Grant Match Funds				
54900 Other Current Charges & Obligations	0	90,000	90,000	90,000
125-991-595 Totals	0.00	90,000	90,000	90,000
131-529-519 800 Mhz System Maintenance				
53400 Other Contractual Services	641,082	673,136	700,061	721,063
54900 Other Current Charges & Obligations	621,220	660,790	672,523	692,699
56400 Machinery And Equipment	0	352,000	137,309	137,309
131-529-519 Totals	1,262,302.00	1,685,926	1,509,893	1,551,071
140-838-572 Payment to City- Parks & Recreation				
53400 Other Contractual Services	1,273,620	1,327,749	1,384,178	1,443,005
140-838-572 Totals	1,273,620.00	1,327,749	1,384,178	1,443,005
164-838-535 Sewer Services Killearn Lakes Units I and II				
58100 Aids to Government Agencies	223,797	232,500	232,500	232,500
164-838-535 Totals	223,797.00	232,500	232,500	232,500
Other Non-Operating Totals	7,879,873.00	8,598,361	8,340,295	8,678,485

Leon County Fiscal Year 2019 Adopted Budget

Risk Financing & Workers Comp

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
501-821-596 Workers' Comp Risk Management				
54502 A D & D Law Enforcement	25,390	32,958	25,818	26,077
54503 Public Official Liability	349,429	330,900	339,400	342,794
54504 Bonds	1,850	3,000	3,000	3,030
54505 Vehicle Coverage	202,300	206,300	205,100	207,151
54506 Property Insurance	724,333	749,500	747,050	757,243
54507 Aviation Insurance	39,022	39,800	44,900	45,349
54508 VFD - G/L Property, Equipment	22,094	22,500	40,700	41,107
54509 Excess Deposit Premium	176,662	166,200	196,900	198,869
54510 Service Fee	55,875	57,000	57,000	57,570
54513 State Assessment	41,622	56,500	56,500	57,065
54514 Workers Comp Claims	1,092,387	1,200,000	1,200,000	1,212,000
54515 At Fault Vehicle Repair Claims	14,680	50,000	30,000	30,300
54516 General Liability Claims	90,952	100,000	110,000	110,000
54600 Repairs and Maintenance	18,405	50,000	40,000	40,000
54900 Other Current Charges & Obligations	17,723	30,000	30,000	30,000
501-821-596 Totals	<u>2,872,724.00</u>	<u>3,094,658</u>	<u>3,126,368</u>	<u>3,158,555</u>
Risk Financing & Workers Comp Totals	<u>2,872,724.00</u>	<u>3,094,658</u>	<u>3,126,368</u>	<u>3,158,555</u>

Leon County Fiscal Year 2019 Adopted Budget

Communications

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
001-470-519 MIS Automation - General Fund				
54110 Com-net Communications	163,910	162,120	158,840	158,840
54600 Repairs and Maintenance	88,940	102,175	92,652	92,652
001-470-519 Totals	<u>252,850.00</u>	<u>264,295</u>	<u>251,492</u>	<u>251,492</u>
060-470-513 MIS Automation-SOE				
54600 Repairs and Maintenance	14,480	15,440	15,381	15,381
060-470-513 Totals	<u>14,480.00</u>	<u>15,440</u>	<u>15,381</u>	<u>15,381</u>
106-470-541 MIS Automation - Transportation Trust				
54110 Com-net Communications	8,420	12,880	13,320	13,320
54600 Repairs and Maintenance	7,370	6,860	6,835	6,835
106-470-541 Totals	<u>15,790.00</u>	<u>19,740</u>	<u>20,155</u>	<u>20,155</u>
110-470-602 MIS Automation - State Attorney				
54110 Com-net Communications	14,140	14,560	15,320	15,320
54600 Repairs and Maintenance	10,926	9,620	9,585	9,585
110-470-602 Totals	<u>25,066.00</u>	<u>24,180</u>	<u>24,905</u>	<u>24,905</u>
110-470-603 MIS Automation - Public Defender				
54110 Com-net Communications	21,520	22,120	23,200	23,200
54600 Repairs and Maintenance	21,683	19,765	19,690	19,690
110-470-603 Totals	<u>43,203.00</u>	<u>41,885</u>	<u>42,890</u>	<u>42,890</u>
111-470-523 MIS Automation - Probation Services				
54110 Com-net Communications	6,860	6,770	7,110	7,110
54600 Repairs and Maintenance	5,250	5,145	5,126	5,126
111-470-523 Totals	<u>12,110.00</u>	<u>11,915</u>	<u>12,236</u>	<u>12,236</u>
120-470-524 MIS Automation - Building Inspection				
54110 Com-net Communications	1,970	1,950	2,040	2,040
54600 Repairs and Maintenance	930	820	818	818
120-470-524 Totals	<u>2,900.00</u>	<u>2,770</u>	<u>2,858</u>	<u>2,858</u>
121-470-537 MIS Automation - Growth Management				
54110 Com-net Communications	7,410	7,330	7,660	7,660
54600 Repairs and Maintenance	8,215	7,455	7,431	7,431
121-470-537 Totals	<u>15,625.00</u>	<u>14,785</u>	<u>15,091</u>	<u>15,091</u>
123-470-538 MIS Automation - Stormwater				
54600 Repairs and Maintenance	0	75	100	100
123-470-538 Totals	<u>0.00</u>	<u>75</u>	<u>100</u>	<u>100</u>
135-470-526 MIS Automation - EMS Fund				
54110 Com-net Communications	9,310	9,190	9,670	9,670
54600 Repairs and Maintenance	4,490	3,955	4,383	4,383
135-470-526 Totals	<u>13,800.00</u>	<u>13,145</u>	<u>14,053</u>	<u>14,053</u>

Leon County Fiscal Year 2019 Adopted Budget

Communications

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
140-470-562 MIS Automation - Animal Control				
54110 Com-net Communications	792	792	825	825
54600 Repairs and Maintenance	2,285	2,090	2,898	2,898
140-470-562 Totals	<u>3,077.00</u>	<u>2,882</u>	<u>3,723</u>	<u>3,723</u>
140-470-572 MIS Automation - Parks and Recreation				
54110 Com-net Communications	2,277	3,030	2,365	2,365
54600 Repairs and Maintenance	930	820	820	820
140-470-572 Totals	<u>3,207.00</u>	<u>3,850</u>	<u>3,185</u>	<u>3,185</u>
160-470-552 MIS Automation - Tourism Development				
54110 Com-net Communications	8,590	8,560	8,650	8,650
54600 Repairs and Maintenance	2,875	2,610	2,600	2,600
160-470-552 Totals	<u>11,465.00</u>	<u>11,170</u>	<u>11,250</u>	<u>11,250</u>
401-470-534 MIS Automation - Solid Waste Fund				
54110 Com-net Communications	19,510	19,480	20,700	21,321
54600 Repairs and Maintenance	3,810	3,360	3,344	3,344
401-470-534 Totals	<u>23,320.00</u>	<u>22,840</u>	<u>24,044</u>	<u>24,665</u>
501-470-513 MIS Automation-Risk Fund				
54600 Repairs and Maintenance	355	225	223	223
501-470-513 Totals	<u>355.00</u>	<u>225</u>	<u>223</u>	<u>223</u>
502-900-590 Communications Trust				
54100 Communications	18	0	0	0
54101 Communication - Phone System	317,175	346,914	316,380	316,380
54102 DMS Centrex Billing	0	0	6,450	6,450
54110 Com-net Communications	318,754	387,813	394,933	394,933
54400 Rentals and Leases	0	0	256,859	256,859
54600 Repairs and Maintenance	282,923	279,000	279,000	279,000
502-900-590 Totals	<u>918,870.00</u>	<u>1,013,727</u>	<u>1,253,622</u>	<u>1,253,622</u>
505-470-519 MIS Automation - Motor Pool Fund				
54110 Com-net Communications	600	590	620	620
54600 Repairs and Maintenance	1,270	1,120	1,264	1,264
505-470-519 Totals	<u>1,870.00</u>	<u>1,710</u>	<u>1,884</u>	<u>1,884</u>
Communications Totals	<u>1,357,988.00</u>	<u>1,464,634</u>	<u>1,697,092</u>	<u>1,697,713</u>

Leon County Fiscal Year 2019 Adopted Budget

Emergency Management

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
125-864-525 Emergency Management				
53400 Other Contractual Services	2,625	25,000	14,500	14,500
54000 Travel & Per Diem	9,305	7,000	24,298	24,298
54100 Communications	1,910	10,286	3,648	3,648
54102 DMS Centrex Billing	0	0	1,105	1,105
54200 Postage	29	1,000	150	150
54400 Rentals and Leases	225	0	6,755	6,755
54500 Insurance	0	3,200	3,200	3,200
54505 Vehicle Coverage	0	0	631	631
54600 Repairs and Maintenance	0	10,000	8,895	8,895
54601 Vehicle Repair	241	0	2,385	2,385
54700 Printing and Binding	1,602	10,000	10,000	10,000
54800 Promotional Activities	0	5,000	5,000	5,000
54900 Other Current Charges & Obligations	499	2,000	2,000	2,000
55100 Office Supplies	329	0	2,500	2,500
55200 Operating Supplies	7,575	8,000	5,800	5,800
55210 Fuel & Oil	102	9,000	5,984	5,984
55400 Publications, Subscriptions & Member	3,190	0	3,080	3,080
55401 Training	4,550	10,669	11,000	11,000
56400 Machinery and Equipment	0	20,000	10,224	10,224
125-864-525 Totals	32,182.00	121,155	121,155	121,155
125-952001-525 Emergency Mgmt.-(EMPG) Base Grant-Federal				
51200 Regular Salaries and Wages	31,246	58,635	0	0
52100 Fica Taxes	2,172	4,485	0	0
52200 Retirement Contribution	2,345	4,595	0	0
52300 Life & Health Insurance	9,209	17,983	0	0
52400 Workers Compensation	81	103	0	0
125-952001-525 Totals	45,053.00	85,801	0	0
125-952002-525 Emergency Mgmt.-(EMPA) Base Grant-State				
51200 Regular Salaries and Wages	46,286	88,064	0	0
52100 Fica Taxes	3,326	6,737	0	0
52200 Retirement Contribution	3,506	6,871	0	0
52300 Life & Health Insurance	9,413	18,282	0	0
52400 Workers Compensation	120	1,552	0	0
125-952002-525 Totals	62,651.00	121,506	0	0

Leon County Fiscal Year 2019 Adopted Budget

Emergency Management

Organizational Code / Account	FY 2017 Actual	FY 2018 Adopted	FY 2019 Tentative	FY 2020 Projected
130-180-525 Enhanced E-911-Administration				
51200 Regular Salaries and Wages	120,402	197,392	274,851	283,097
51400 Overtime	1,623	76,156	0	0
51530 Special Pay-Hurricane Irma	5,279	0	0	0
52100 Fica Taxes	9,341	19,789	21,879	22,508
52200 Retirement Contribution	9,555	21,637	22,702	23,384
52300 Life & Health Insurance	16,785	66,428	43,274	45,452
52400 Workers Compensation	327	483	414	425
53400 Other Contractual Services	0	0	629,997	574,107
54000 Travel & Per Diem	7,094	26,410	26,410	26,410
54100 Communications	187,295	31,284	18,684	18,684
54110 Com-net Communications	0	240,000	0	0
54200 Postage	0	20	20	20
54400 Rentals and Leases	2,565	4,800	4,800	4,800
54541 Insurance / Auto	0	1,800	1,800	1,800
54542 Insurance / Professional Liability	0	1,155	1,155	1,155
54600 Repairs and Maintenance	2,271	307,311	87,300	79,234
54610 Repairs and Maintenance-Fleet	0	500	500	500
54644 Repair and Maintenance / Office Equipment	0	91,200	0	0
54700 Printing and Binding	233	500	500	500
54900 Other Current Charges & Obligations	955	30,000	30,000	30,000
55100 Office Supplies	1,832	2,500	4,200	4,200
55200 Operating Supplies	1,085	5,000	5,770	5,770
55210 Fuel & Oil	293	0	0	0
55240 Data Processing Supplies	0	1,500	0	0
55280 Computer Hardware <\$1000 unit	0	3,000	0	0
55400 Publications, Subscriptions & Member	121	885	685	685
55401 Training	695	34,343	34,343	34,343
56400 Machinery and Equipment	2,040	5,000	0	0
59990 Budgeted Contingency	0	12,457	14,546	16,281
130-180-525 Totals	<u>369,791.00</u>	<u>1,181,550</u>	<u>1,223,830</u>	<u>1,173,355</u>
130-180-586 Enhanced 9-1-1				
59304 Budget Transfer	677,650	0	0	0
130-180-586 Totals	<u>677,650.00</u>	<u>0</u>	<u>0</u>	<u>0</u>
130-470-525 MIS Automation				
54110 Com-net Communications	0	0	5,140	5,140
54600 Repairs and Maintenance	0	0	9,585	9,585
130-470-525 Totals	<u>0.00</u>	<u>0</u>	<u>14,725</u>	<u>14,725</u>
130-495-525 Insurance for E-911				
54500 Insurance	0	0	2,235	2,235
130-495-525 Totals	<u>0.00</u>	<u>0</u>	<u>2,235</u>	<u>2,235</u>
Emergency Management Totals	<u>1,187,327.00</u>	<u>1,510,012</u>	<u>1,361,945</u>	<u>1,311,470</u>