LEON COUNTY, FLORIDA

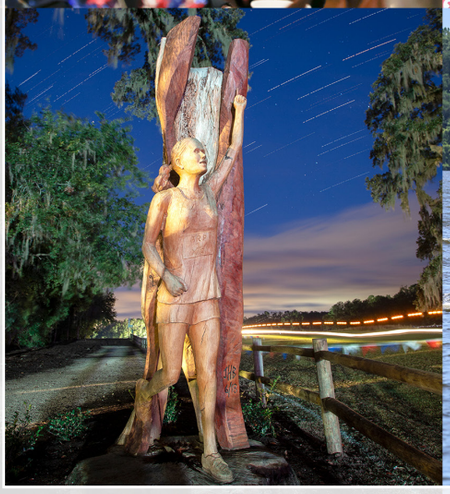
LEON COUNTY

PEOPLE FOCUSED.

PERFORMANCE DRIVEN.

ADOPTED ANNUAL BUDGET & CAPITAL IMPROVEMENT PROGRAM

FY 2019/2020



FISCAL YEAR 2019/2020

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

LEON COUNTY BOARD OF COUNTY COMMISSIONERS

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

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

www.leoncountyfl.gov

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Jimbo Jackson, Chairman, District 2

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

Bryan Desloge, Vice-Chairman, District 4

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

Bill Proctor, District 1

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

Rick Minor, District 3

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

Kristin Dozier, District 5

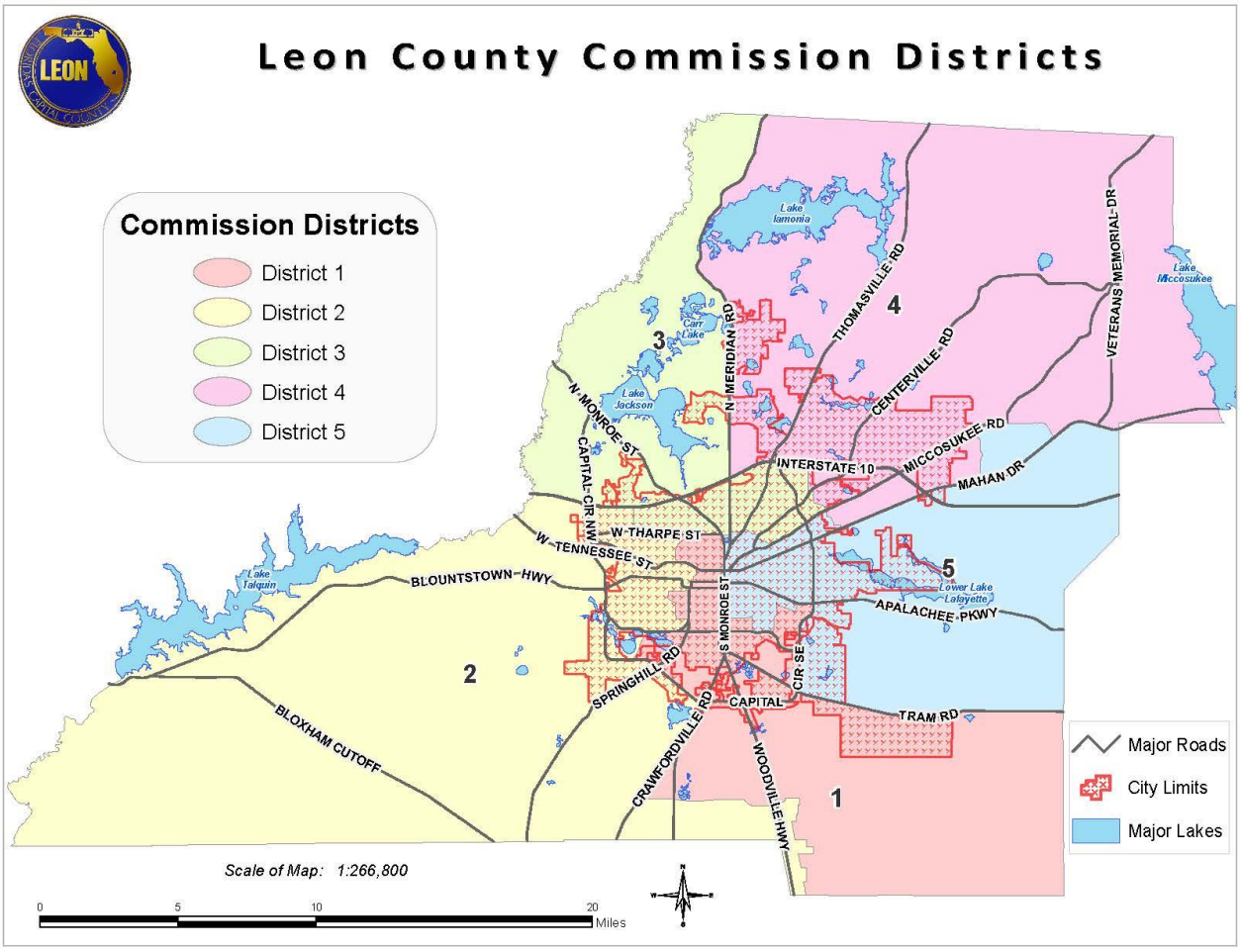
Commissioner Dozier is serving her third term as a Leon County Commissioner. She was first elected to the Commission in 2010 and re-elected without opposition in 2014 and 2018. In 2013, her fellow Commissioners elected her to serve as Chairman of the Board of County Commissioners for 2013-2014. Since taking office, Kristin has taken on numerous board and committee assignments and is a past-Chair and current member of the Apalachee Regional Planning Council (ARPC), the Leon County Research & Development Authority (LCRDA) 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.

Nick Maddox, At-Large

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

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.



LEON COUNTY, FLORIDA

Leon County is approximately 702 square miles. It has a population of approximately 292,332 people, with 99,951 living in the unincorporated area of the County and 192,381 living within the city limits.

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

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

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

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

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

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

Leon County

Florida

For the Fiscal Year Beginning

October 1, 2018

Christopher P. Morrill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **Leon County, Florida** for its annual budget for the fiscal year beginning **October 1, 2018.**

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 29th 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

Jelani Marks
Management & Budget Analyst

Michelle Tipton
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.

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

Debra Sears
Director

Library Services

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

Teresa Broxton
Director

Office of Intervention and Detention Alternatives

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

Shington Lamy
Director

Office of Human Services and Community Partnerships

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

Chad Abrams
Chief

Office of Public Safety

- Emergency Medical Services
- Consolidated Dispatch Agency
- Animal Control

Kevin Peters
Director

Emergency Management

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

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

Brent Pell
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

Commissioners

JIMBO JACKSON
District 2
Chairman

BRYAN DESLOGE
District 4
Vice Chairman

BILL PROCTOR
District 1

RICK MINOR
District 3

KRISTIN DOZIER
District 5

MARY ANN LINDLEY
At-Large

NICK MADDOX
At-Large

VINCENT S. LONG
County Administrator

HERBERT W.A. THIELE
County Attorney

October 21, 2019

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 2019/2020 adopted budget. The adopted budget of $274,202,473 represents a 4.02% increase from last fiscal year. The development of the FY 2019/2020 annual budget reflects the Board of County Commissioners' consistent fiscally conservative approach to budgeting, holding the property tax millage rate constant for the eighth 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 6.05% countywide and modest growth in sales taxes and other revenues due to an overall improving economy, FY 2019/2020 is the third consecutive year, the County will be able to:

- Balance its budget within the existing resources provided by normal growth in the economy to cover the inflationary costs of government;
- Support the budget requests of the Constitutional Offices; and,
- Fund Board priorities, without the need to increase the millage rate or cut essential services

This, of course, follows the economic collapse and slow recovery of the previous decade which required millions in annually recurring cuts 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 2019/2020 budget continues to reflect the return to best fiscal practices, which can be employed in more stable economic times. This included reducing the use of general fund balance for operating expenses and increasing appropriations to fund capital infrastructure maintenance. The adopted budget also provides cost savings associated with the County's continuous internal efficiency and innovation efforts to constrain budgetary growth and does not add any new Leon County Government general revenue funded positions.

In addition, Leon County has a five-year target for reducing its debt by 60% by 2021. Current projections show the County will exceed this goal and achieve a 71% reduction due to the refinancing of previous debt. In addition, Leon County has proactively positioned itself as a responsive and accountable grant funding partner. This is especially true regarding water quality funding, where $30 million has been leveraged from the state on a dollar for dollar match thru FY 2024, to construct sewer systems to eliminate hundreds of septic tanks in the Primary Spring Protection Zone. Such actions have allowed the County to maintain a 'AA+' bond rating from Fitch and Moody's. Taking these deliberate actions each budget cycle, and having long-term financial goals, further ensures that Leon County is prepared to weather future economic downcycles.

The FY 2019/2020 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 2019/2020 budget increases funding for public safety by fully funding the Sheriff's Office Budget Request, including the third year of a three-year staffing plan for enhanced law enforcement efforts in the community. The budget also addresses our priority of being sensitive to taxpayers by eliminating the rural waste service center fees saving the users of these facilities $200,000 per year.

Importantly, the FY 2019/2020 adopted budget implements the first year of the multi-fiscal year plan. The multi-year fiscal plan eliminates previously planned increases in the EMS MSTU, Solid Waste non-ad-valorem, and Fee Services fee, which will save taxpayers an estimated $4.6 million annually, while providing funding to address critical infrastructure needs and the costs associated with the Presidential election cycle.

The FY 2019/2020 adopted budget reduces the use of fund balance to balance the budget by $500,000. Last year $2.0 was needed and this year $1.56 million is appropriated. The amount of fund balance needed to balance the budget has been reduced by 70% from the height of the recession, when $5.0 million was needed to balance the budget. The budget also reflects an increase of $2.4 million in the recurring transfer to the capital maintenance budget for a total of $7.4 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 sufficiently funding our necessary capital budget through recurring resources.

The FY 2019/2020 adopted budget also reflects the third year of the FY 2017-2021 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: continued funding for canopy road and other tree plantings, the construction of sidewalks, building dog parks in the unincorporated areas of the County, and reducing the time approval period for single-family building permits.

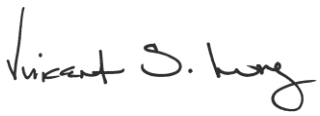
To continue support of another strategic plan initiative, hosting the NCAA cross country championship at Apalachee Regional Park, the FY 2019/2020 adopted budget includes $1.4 million to construct the cross-country course pavilion, restrooms, stage and finish line. Leon County's FY 2019/2020 adopted 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 can exceed such benchmarks and expect such results.

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 genuinely appreciate their efforts. And of course, tremendous thanks go to our employees for the dedication and innovation they bring to this process year-round.

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 2019/2020 operating and capital budgets.

Sincerely,



Vincent S. Long
County Administrator

Table of Contents

PART A

ADMINISTRATOR'S BUDGET MESSAGE **SECTION 1**

TABLE OF CONTENTS **SECTION 2**

READER'S GUIDE **SECTION 3**

LEADS/STRATEGIC PLAN **SECTION 4**

BUDGET SUMMARY/ANALYSIS **SECTION 5**
- Budget Overview 2
- Community Economic Profile 27
- Comparative Data 35
- Financial Indicators 44
- Revenues v. Expenditures 49
- Positions 78
- Summary of Fund Balance 83
- Debt & Transfers 88

BUDGET BY FUND **SECTION 6**

PART B

BOARD OF COUNTY COMMISSIONERS **SECTION 7**

ADMINISTRATION **SECTION 8**
- County Administration 9
- Strategic Initiatives 13
- Community and Media Relations 16
- Human Resources 18
- Emergency Management 21

OFFICE OF INFORMATION TECHNOLOGY **SECTION 9**
- Management Information Services 6
- Geographic Information Services 11

COUNTY ATTORNEY'S OFFICE **SECTION 10**

DEPARTMENT OF PUBLIC WORKS **SECTION 11**
- Support Services 8
- Operations 10
- Engineering Services 23
- Fleet Management 27

Table of Contents

DEPARTMENT OF DEVELOPMENT SUPPORT & ENVIRONMENTAL MANAGEMENT **SECTION 12**
Customer Engagement Services 7
Code Compliance Services 9
Support Services 12
Building Plans Review & Inspection 14
Environmental Services 18
Development Services 24

DEPARTMENT OF PLACE **SECTION 13**
Planning Department 8

OFFICE OF FINANCIAL STEWARDSHIP **SECTION 14**
Office of Management & Budget 6
Risk Management 8
Purchasing 10
Real Estate 16

DIVISION OF TOURISM **SECTION 15**
Tourism Development 8
Line Item Funding: Council on Culture and Arts (COCA) 13

OFFICE OF PUBLIC SAFETY **SECTION 16**
Emergency Medical Services 7
Animal Control 10

OFFICE OF LIBRARY SERVICES **SECTION 17**

OFFICE OF INTERVENTION & DETENTION ALTERNATIVES **SECTION 18**
County Probation 6
Supervised Pretrial Release 11
Drug & Alcohol Testing 15

OFFICE OF HUMAN SERVICES & COMMUNITY PARTNERSHIPS **SECTION 19**
Human Services 6
Primary Healthcare 14
Veteran Services 16
Housing Services 19
Volunteer Services 25

OFFICE OF RESOURCE STEWARDSHIP **SECTION 20**
Office of Sustainability/Recycling Education 9
Cooperative Extension 12
Parks and Recreation Services 15
Facilities Management 18
Solid Waste 25

Table of Contents

CONSTITUTIONAL OFFICERS **SECTION 21**
Clerk of the Courts 5
Property Appraiser 9
Sheriff 11
Supervisor of Elections 18
Tax Collector 24

JUDICIAL OFFICERS **SECTION 22**
Court Administration 5
Other Court-Related Programs 9
State Attorney 17
Public Defender 21
Guardian Ad Litem 25

PART C

NON-OPERATING **SECTION 23**

DEBT PROFILE **SECTION 24**

CAPITAL IMPROVEMENT PROGRAM **SECTION 25**
Project Index 2
Summary 5
Culture & Recreation 18
General Government 36
Health & Safety 67
Physical Environment 77
Transportation 112

APPENDIX **SECTION 26**
County Charter 2
Guiding Principles 10
County Policies & Ordinances 11
Budget Terminology 47
Statistical Summary 55
Budget Cost Summaries/Expenditure by Account 60

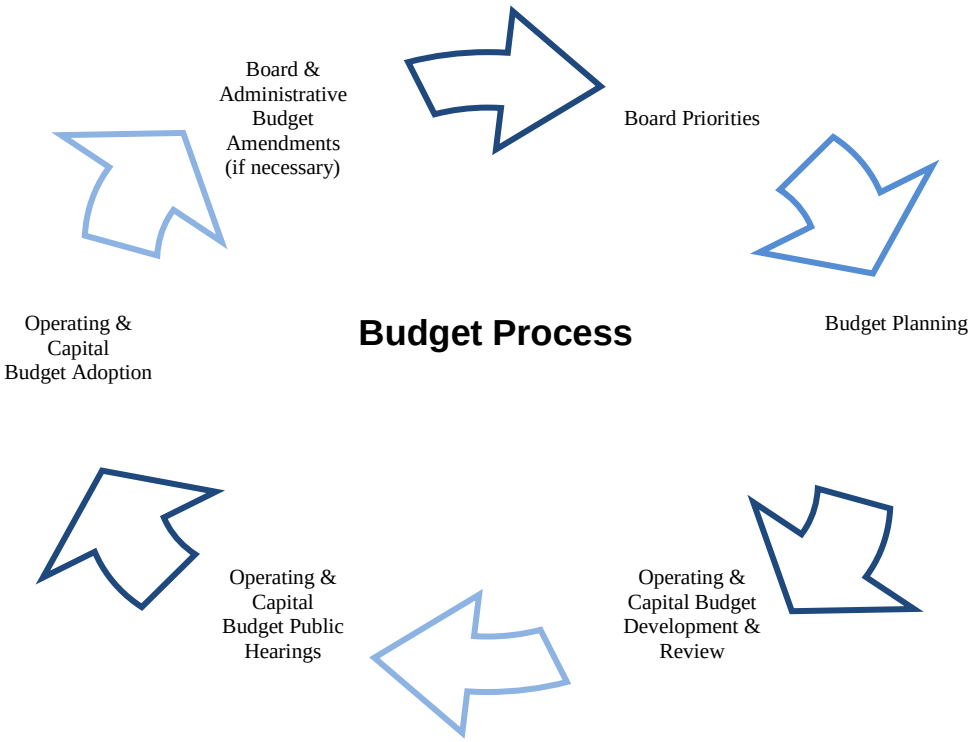


Figure 1: Budget Process: The budget process is a formalized effort that involves collaboration and coordination among the respective County departments, the Office of Management and Budget, the County Administrator, the Constitutional and Judicial Officers, and the Leon County Board of County Commissioners. 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 2019 Board Retreat served as the continuation of the FY2017-2021 strategic plan established in 2017 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 22, 2019 Board meeting, the Board ratified the actions from the December 2018 Board Retreat and approved the FY 2017 – 2021 Strategic Plan. The Board also formally approved a budget calendar (see Appendix). In March 2019, 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 conduct a Board policy guidance workshop on April 23, 2019 to enable staff to complete the Adopted budget. While the capital improvement budget is also developed and reviewed during this time, it has a separate process.

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

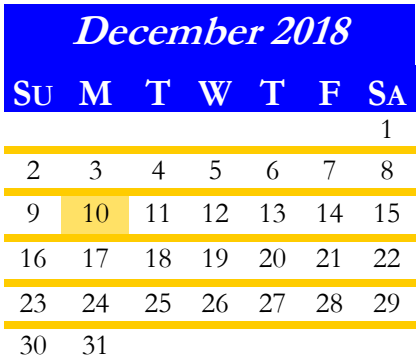
Budget Adoption
The County Administrator presented the proposed budget to the Board at the June 18, 2019 budget workshop. The Board ratified the proposed budget and established the maximum millage rate at the July 9, 2019 meeting. During the month of September, the Board will adopt the budget at the 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 2019/2020 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 and all interfund transfers must be approved by a majority vote of the County Commission.

December 2018

Date	*Activity*	*Participants*
Monday, December 10, 2018	Board Retreat	Board of County Commissioners (BOCC) Executive Staff

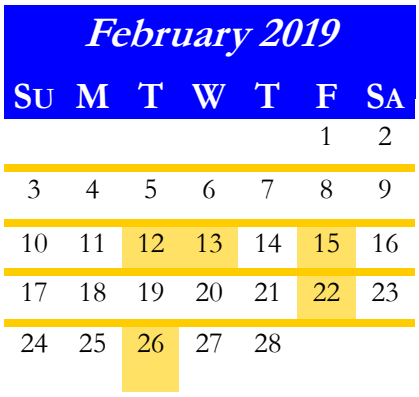


January 2019

Date	*Activity*	*Participants*
Monday, January 7, 2019	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 25, 2019	Departments/Constitutional/ Judicial Officers submit Internal Service Requests	Facilities Management Management Information Systems Human Resources Office of Management and Budget (OMB)

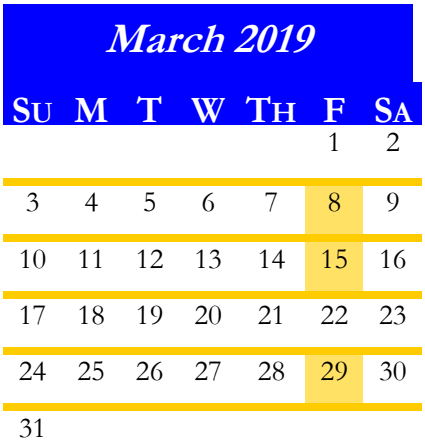
February 2019

Tuesday, February 12, 2019 Wednesday, February 13, 2019 Friday, February 15, 2019	GovMax Training GovMax Open to Dept.	OMB OMB/ All Departments
Friday, February 22 , 2019	Deadline for New Capital Project Requests	OMB/All Departments
Tuesday, February 26, 2019	Establish maximum funding levels for outside agencies at regular meeting	Board of County Commis-sioners (BOCC)



March 2019

Date	*Activity*	*Participants*
Friday, March 8, 2019 Friday, March 15, 2019	Department Narrative Sheets and Business Plans sent GovMax closes, existing and new CIP submissions in GovMax	OMB/All Departments OMB/All Departments
Friday, March 29, 2019	Department Narrative sheets and Business Plans are due	OMB/All Departments



April 2019

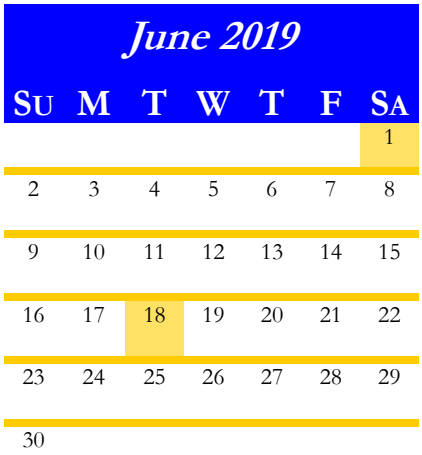
Date	Activity	Participants
Thursday, April 4, 2019 10:00 am - 4:00 pm	Executive Administrative Hearing (if necessary)	County Administrator/ OMB/All Departments
Tuesday, April 23, 2019 9:00 am - 3:00 pm	Preliminary Budget Policy Workshop	OMB/All Departments

May 2019

Date	Activity	Participants
Thursday, May 9, 2019	Constitutional Officers Meeting (if necessary)	County Administrator/OMB/ Constitutional officers

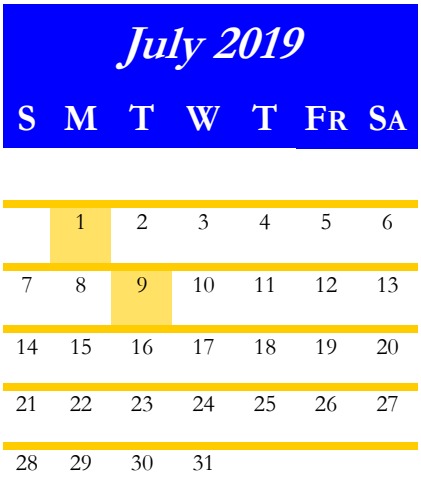
June 2019

Date	Activity	Participants
Saturday, June 1, 2019	Receive Tentative Certified Values from Property Appraiser	Property Appraiser
Saturday, June 1, 2019	Notice to Property Appraisers regarding possible Non-Ad Valorem assessments for TRIM notice	Public Works/OMB/ Property Appraiser
Tuesday, June 18, 2019 9:00 am - 3:00 pm	Budget Workshop (Including presentation of the Mid-year report)	BOCC/County Administrator/ OMB/All Departments



July 2019

Monday, July 1, 2019	Certified Taxable Values provided by Property Appraiser	Property Appraiser
Monday, July 1, 2019	Non-Ad Valorem assessments to be included on TRIM due to Property Appraiser	BOCC/ County Administrator/ OMB/ Property Appraiser
Tuesday, July 9, 2019 9:00 am — 3:00 pm	FY20 Budget Workshop (if necessary)	BOCC/ County Administrator/ OMB/All Departments
Tuesday, July 9, 2019	Regular Board Meeting	BOCC/ County Administrator/ OMB/ Departments/ Citizens



August 2019

Sunday, August 4, 2019	TRIM Maximum Millage Notice due to Property Appraiser and Department of Revenue	County Administrator/OMB/ Property Appraiser
Saturday, August 24, 2019	Last day for Property Appraiser to mail TRIM notices	Property Appraiser

September 2019

Date	*Activity*	*Participants*
Friday, September 13, 2019 (Statutory Deadline is Sunday, September 15, 2019)	Certification of Non-Ad Valorem assessment roll due to Tax Collector	County Administrator/ OMB/Property Appraiser
Tuesday, September 17, 2019	BOCC– 1st Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2019/2020	BOCC/ County Administrator/ OMB/ Departments/ Citizens
Tuesday, September 24, 2019	BOCC 2nd Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2019/2020	BOCC/ County Administrator/ OMB/ Departments/ Citizens
Friday, September 27, 2019	Submit Adopted Budget Resolutions to Property Appraiser and Tax Collector	County Administrator/OMB

October 2019

Monday, October 1, 2019	Beginning of New Fiscal Year	OMB
Thursday, October 24, 2019	30 day deadline to publish the adopted budget online	OMB
Thursday, October 24, 2019	Final Day to Submit TRIM Compliance Certification to Department of Revenue (DOR)	County Administrator/ OMB

Leon County Fiscal Year 2020 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 within the budgetary units of the department. The following information is included for each program/department area: Goals, Core Objectives, Statutory Responsibilities, Advisory Board, Benchmarking, Performance Measures, and Notes.

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

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

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

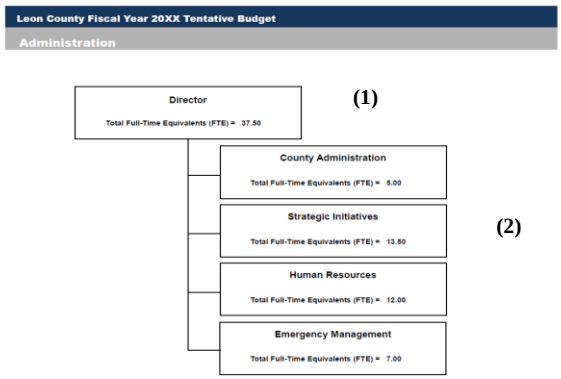
CAPITAL IMPROVEMENT PROGRAM
The Capital Improvement Program (CIP) represents a five-year plan designed to meet the capital improvement needs of Leon County. This section includes a summary and a five-year plan for capital projects by fund and functional type.

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

If you have this question	Refer to Tab(s)	Page(s)
What is the total adopted budget?	Administrator's Budget Message Budget Summary & Analysis / Budget Overview	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

HOW TO READ BUDGET FORMS

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

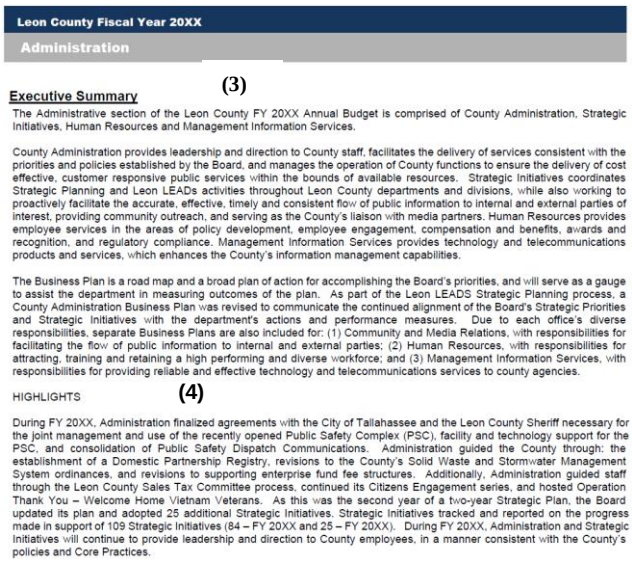


(1) Department Level - Shows the department level and the total number of FTEs within the department. County staff is divided between four service areas: County Administration, Strategic Initiatives, Human Resources, and Emergency Management.

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

(2)

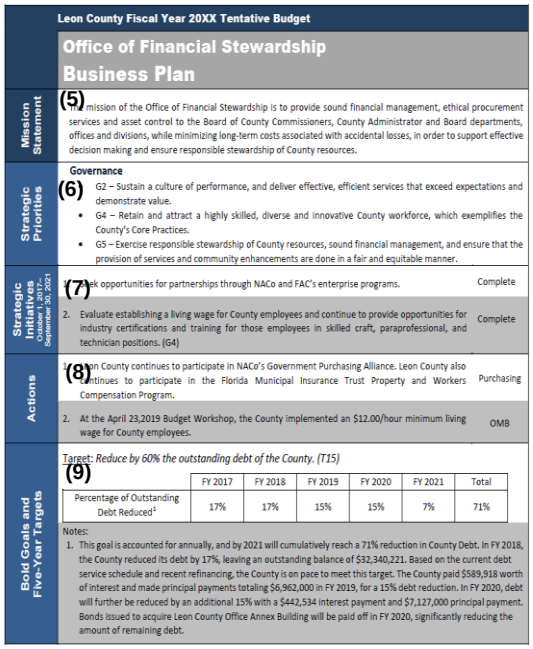
Figure 1.2 - Department Introduction- Introduces the department and division, in addition to providing division highlights.



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

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

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



Leon County Fiscal Year 20XX Tentative Budget

Office of Financial Stewardship

Business Plan

Mission Statement (5)

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

Strategic Priorities (6)

Governance

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

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

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

Actions (8)

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

Bold Goals and Five-Year Targets (9)

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

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

Notes:

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

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

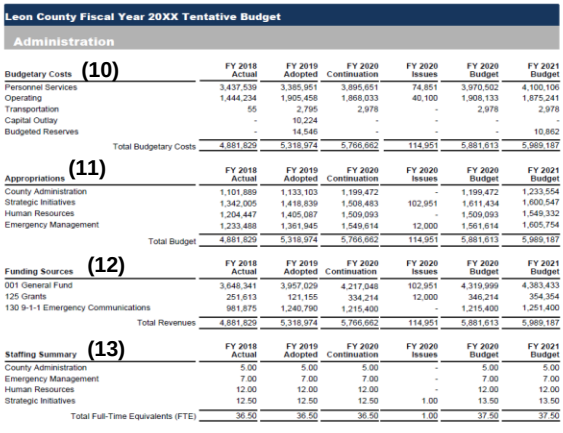
(6) Strategic Priorities - This section lists the Board's high-level "guiding vision" statements that articulate long-term priorities in order to focus efforts, resources and performance.

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

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

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

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



Leon County Fiscal Year 20XX Tentative Budget

Administration

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

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

Funding Sources (12)	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	3,646,341	3,957,029	4,217,048	102,951	4,319,999	4,383,433
125 Grants	251,613	121,155	334,214	12,000	346,214	354,354
130 9-1-1 Emergency Communications	981,875	1,240,790	1,215,400	-	1,215,400	1,251,400
Total Revenues	4,881,829	5,318,974	5,766,662	114,951	5,881,613	5,989,187

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

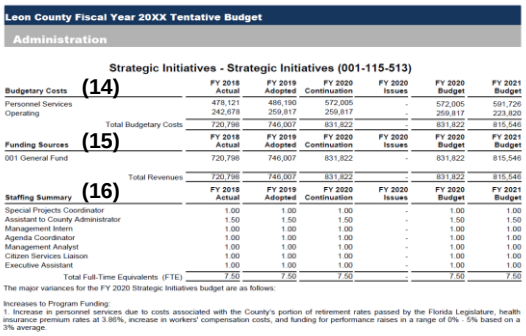
(10) Budgetary Costs - This section contains a summary of past, present, and future financial information related to personnel services, operating expenses, capital outlay, transportation and grants.

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

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

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

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



Leon County Fiscal Year 20XX Tentative Budget

Administration

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

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

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

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

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

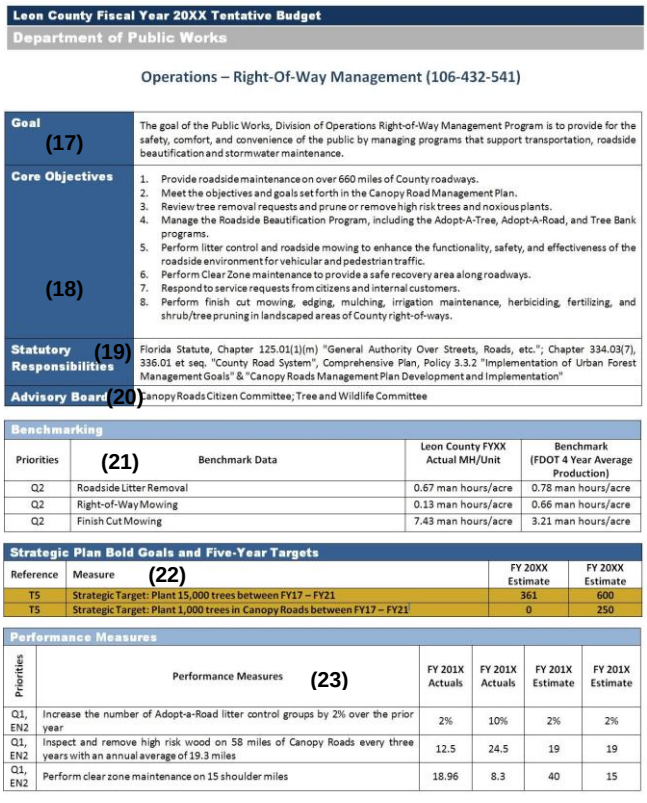
Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0%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

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

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

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

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



Leon County Fiscal Year 20XX Tentative Budget

Department of Public Works

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

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

Benchmarking

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

Strategic Plan Bold Goals and Five-Year Targets

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

Performance Measures

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

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

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

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

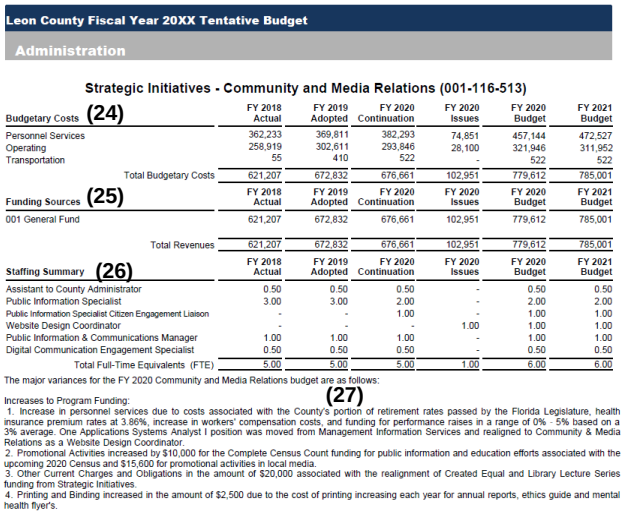
(20) Advisory Boards - This section lists the advisory boards that the division/programs are charged to staff or support.

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

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

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

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



Leon County Fiscal Year 20XX Tentative Budget

Administration

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

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

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

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

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

Increases to Program Funding: (27)

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

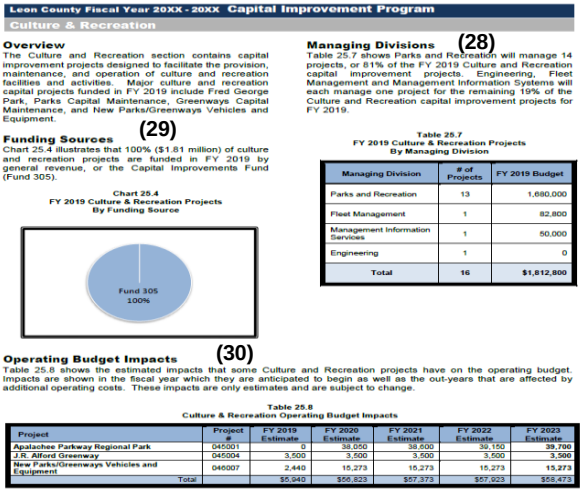
(24) Budgetary Costs - This section contains a summary of past, present, and future expenditure information related to personnel services, operating expenses, capital outlay, grants and transportation.

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

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

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

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



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

Culture & Recreation

Overview

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

Funding Sources (29)

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

Chart 25.4
FY 2019 Culture & Recreation Projects
By Funding Source

Managing Divisions (28)

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

Table 25.7
FY 2019 Culture & Recreation Projects
By Managing Division

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

Operating Budget Impacts (30)

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

Table 25.8
Culture & Recreation Operating Budget Impacts

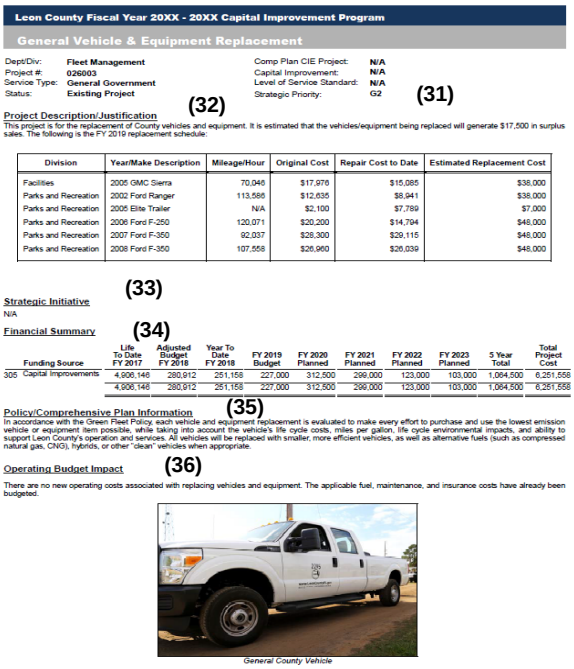
Project	Project #	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate	FY 2022 Estimate	FY 2023 Estimate
Apalachee Parkway Regional Park	045001	0	38,050	38,600	39,150	39,700
J.R. Alford Greenway	045004	3,500	3,500	3,500	3,500	3,500
New Parks/Greenways Vehicles and Equipment	046007	2,440	15,273	15,273	15,273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

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

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

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

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



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

General Vehicle & Equipment Replacement

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

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

(32) (31)

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

Division	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Facilities	2005 GMC Sierra	70,046	$17,976	$15,085	$38,000
Parks and Recreation	2002 Ford Ranger	113,586	$12,635	$8,941	$38,000
Parks and Recreation	2005 Elite Trailer	N/A	$2,100	$7,789	$7,000
Parks and Recreation	2006 Ford F-250	120,071	$20,200	$14,794	$48,000
Parks and Recreation	2007 Ford F-350	92,037	$28,300	$29,115	$48,000
Parks and Recreation	2008 Ford F-350	107,556	$26,960	$26,039	$48,000

(33)

Strategic Initiative
N/A

Financial Summary (34)

Funding Source	Life To Date FY 2017	Adjusted Budget FY 2018	Year To Date FY 2018	FY 2019 Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	4,906,146	280,912	251,158	227,000	312,500	299,000	123,000	103,000	1,064,500	6,251,558
	4,906,146	280,912	251,158	227,000	312,500	299,000	123,000	103,000	1,064,500	6,251,558

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

Operating Budget Impact (36)
There are no new operating costs associated with replacing vehicles and equipment. The applicable fuel, maintenance, and insurance costs have already been budgeted.

General County Vehicle

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

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

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

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

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

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

LEON COUNTY FY2017-2021

STRATEGIC PLAN

UPDATED JANUARY 2019

ECONOMY ENVIRONMENT QUALITY OF LIFE GOVERNANCE

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

VISION

A community that is safe, healthy and vibrant.

MISSION

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

CONTENTS: Economy 6 | Environment 8 | Quality of Life 10 | Governance 12 | Strategic Initiatives 14-17 | Bold Goals and Targets 19

LEON COUNTY

County Administrator Vincent S. Long

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

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

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

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

CORE PRACTICES

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

FY2017-2021 Strategic Plan

VISION

A community that is safe, healthy and vibrant.

MISSION

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

CORE VALUES

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

STRATEGIC PRIORITIES

Economy

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

Environment

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

Quality of Life

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

Governance

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

STRATEGIC INITIATIVES

BOLD GOALS AND TARGETS

Vision

A community that is safe, healthy and vibrant.

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

Mission

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

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

Core Values

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

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

Strategic Priorities

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

Strategic Initiatives

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

Bold Goals and Targets

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

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

ECONOMY

PRIORITY

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

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

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

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

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

BOLD GOAL

Grow the five-year tourism economy to $5 billion

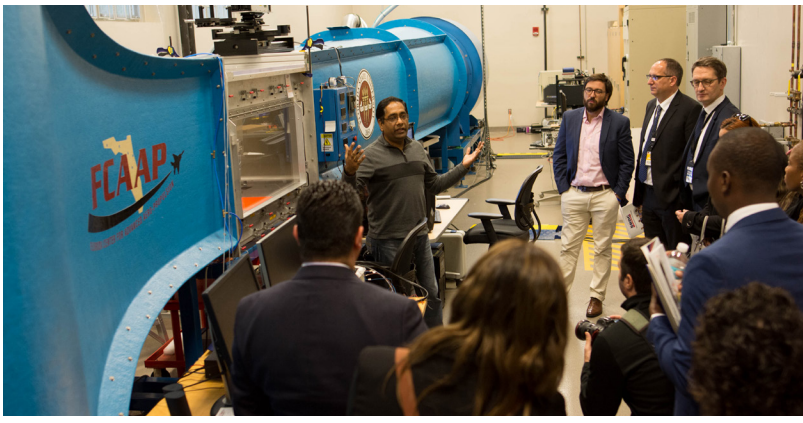
36% ($1.8 Billion)

PROGRESS AS OF SEPTEMBER 2018

5-YEAR TARGETS

» Attract 80 state, regional, or national championships across all sports	**38%** (30 Championships)
» Co-create 500 entrepreneur ventures and 11,500 new jobs, including 400 high-wage jobs	**129** Entrepreneur Ventures (26%), 3,428 New Jobs* (30%), and 123 High-Wage Tech Jobs (31%)
» Connect 5,000 students & citizens to middle skilled job career opportunities	**35%** (1,755 Students and Citizens)
» Host 100,000 residents & visitors as part of the Amphitheater County Concert Series	**11%** (11,203 Residents and Visitors)

**Estimate based upon available data.*



ENVIRONMENT

PRIORITY

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

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

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

(EN3) Promote orderly growth and sustainable practices.

(EN4) Reduce our carbon footprint.

BOLD GOAL

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

659 septic tank upgrades or eliminations in progress

PROGRESS AS OF SEPTEMBER 2018

5-YEAR TARGETS

» Plant 15,000 trees including 1,000 in canopy roads	**18%** (2,824 Trees)
» Ensure 100% of new County building construction, renovation and repair utilize sustainable design	On target
» 75% community recycling rate	**66%** Recycling Rate
» Construct 30 miles of sidewalks, greenways and trails	**61%** (18.42 Miles)

QUALITY OF LIFE

PRIORITY

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

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

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

(Q3) Provide essential public safety infrastructure and services.

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

(Q5) Support strong neighborhoods.

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

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

BOLD GOAL

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

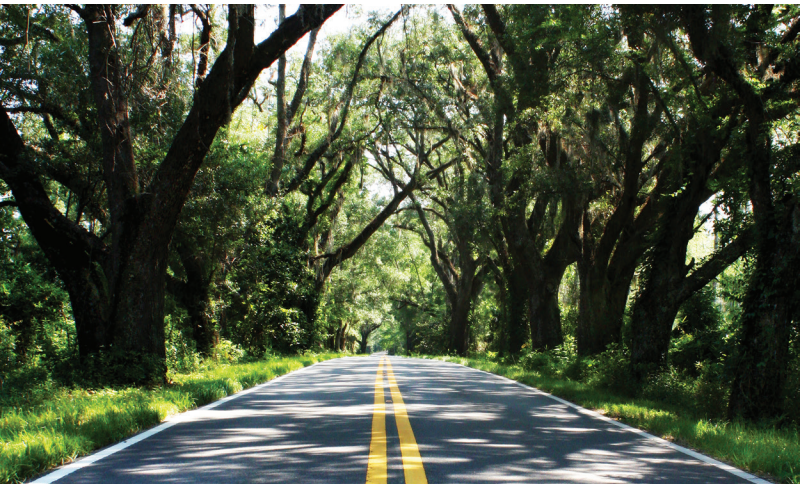
57% ($56.8 Million)*

** Estimate based upon available data.*

PROGRESS AS OF SEPTEMBER 2018

5-YEAR TARGETS

» Double the number of downloadable books at the library	**87%** (11,771 New Books)
» Construct 100 fire hydrants	**32%** (32 Fire Hydrants)
» Train 8,500 citizens in CPR/AEDs	**39%** (3,340 Citizens)
» Open 1,000 new acres of park land to the public	**20%** (204 new acres)



GOVERNANCE

PRIORITY

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

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

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

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

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

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

BOLD GOAL

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

41% *(207 Citizen Ideas)*

PROGRESS AS OF SEPTEMBER 2018

5-YEAR TARGETS

» Reduce by at least 30% the average time it takes to approve a single family building permit	**20%** Reduction (2 days faster)
» Achieve 90% employee participation in the County's "My Rewards" Well Being Program	**90%** Participation (502 Employees Participating)
» Reduce by 60% the outstanding debt of the County	**34%** Reduction
» 100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace	**45%** 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)
- (EC4) To further promote Leon County as a biking community, pursue the International Mountain Biking Association (IMBA) Designation. (2018-1)

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)
- (EN4, EN3) Develop an action plan to further reduce the County Government's carbon footprint. (2018-2)
- (EN1, EN2) To increase information available to the public regarding blue-green algae blooms, fishing advisories, invasive species, and general water quality, add education kiosks at Leon County boat landings. (2018-3)
- (EN3, EN4) Pursue NACo's SolSmart designation. (2018-4)
- (EN1) Ensure County's water quality and stormwater regulations, programs and projects are evaluated and implemented holistically to advance the County's adopted strategic priority: to protect the quality and supply of our water. (2018-5)
- (EN1) Develop and enhance communications strategies to inform citizens of the County's overall water quality and stormwater policies, as well as emergent issues impacting individual water bodies or ground water (2018-6).

STRATEGIC INITIATIVES – QUALITY OF LIFE

- Continue to expand recreational amenities to include:
  - (Q1, Q6) Implement a master plan for the Apalachee Regional Park. (2016-24A, rev. 2017)
  - (Q1, Q6) Develop a program to establish a signature landscaping feature with a regular blooming season. (2016-24B)
  - (Q1, Q6) Implement the Tallahassee-Leon County Greenways Master Plan. (2016-24C)
  - (Q1, Q6) Evaluate additional trail expansion opportunities. (2016-24D)
  - (Q1, Q6) Work with partners to utilize rights-of-way and utility easements to further expand the trail system. (2016-24E)
  - (Q1, Q6) Identify opportunities to create dog parks in the unincorporated area. (2016-24F)
- (Q5) Complete a comprehensive review and revision to the Land Use Element of the Comprehensive Plan, including a review of inclusionary housing. (2016-25)
- (Q3) Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (2016-26)
- (Q4, G1, G5) Work with the City of Tallahassee to develop a new CHSP process in-light of the United Way's decision to conduct a separate funds distribution process. (2016-27)
- (Q4, Q5) Implement the Joint County-City Affordable Housing Work Group's efforts to develop a holistic plan for the redevelopment of a multi-family affordable housing project and identification of additional transitional housing opportunities through community partnerships. (2016-28, rev. 2017)
- Continue to serve our seniors through programs and partnerships, including:
  - (Q4) As Florida's first Dementia Caring Community, support the Florida Department of Elder Affairs in the further development of the pilot program, provide enhanced paramedic training and engage local partners in making the County a more dementia-friendly community. (2016-29A)
  - (Q4) Exploring opportunities to address fraud/scams targeted towards seniors. (2016-29B)
  - (Q4, EC4) To continue to support Choose Tallahassee's efforts to market our community as a retirement destination. (2016-29C)
- (Q4) Identify and evaluate pretrial alternatives to incarceration for low level and non-violent offenders through regional partnerships and state and national efforts, including data-driven justice initiatives. (2016-30)
- (Q7) Work with community partners to expand appreciation of local veterans including recognition of National Pearl Harbor Remembrance Day. (2016-31)
- (Q3) Increase safety in the unincorporated area through the development of a new street lighting program and evaluation of the need for additional signage. (2016-32)
- (Q3, Q4) Improve pet overpopulation by engaging vested community partners in the implementation of spay and neutering strategies. (2016-33)
- (Q4) Continue County support of primary healthcare through participation in Carenet in order to increase access to affordable healthcare for those in need. (2016-34)
- (Q2) Explore opportunities to increase to high speed internet access through a "mobile hot spot" library lending program. (2016-35)
- (Q5, Q6) Continue to work with the Florida Department of Transportation for safety improvements on State and County roadways to include accessibility enhancements, street lighting installations, sidewalk additions, safety audits, and intersection improvements. (2017-9)
- (Q1, Q5, Q6) As part of sense of place initiative for Miccosukee, evaluate the opportunity to combine activities from the existing community center into the Old Concord School. (2017-10)
- (Q7) Enhance partnership with CareerSource to increase job and economic opportunities for local veterans. (2018-7)
- (Q5, Q6) Develop a formal policy to implement the private dirt road safety stabilization program to be funded through L.I.F.E. (2% of sales tax extension). (2018-8)
- (Q4) Conduct a comprehensive human service needs assessment in order to align CHSP funding with the highest human services needs in the community. (2018-9)
- (Q3) Implement practices and strategies to further enhance the response to mass casualty incidents; including, the delivery of Stop the Bleed campaign training which teaches citizens how to assist someone suffering from major bleeding. (2018-10)
- (Q4) Continue to evaluate the effectiveness of our existing County supported re-entry programs, explore other opportunities to further enhance re-entry efforts, and work with the Supervisor of Elections to assist former felons with registering to vote. (2018-11)
- (Q6, Q1) Implement a minimum grid bicycle route network. (2018-12)

STRATEGIC INITIATIVES – **GOVERNANCE**

- (G1, G3) Alongside community partners, engage citizens of diverse backgrounds, education, and age on issues that matter most to them through the Citizen Engagement Series and Club of Honest Citizens. (2016-36)
- (G1) Continue to Support Commissioner Desloge during his term as NACo President. (2016-37)
- (G5) In accordance with the Leon County Charter, convene a Charter Review Committee to review the Leon County Home Rule Charter and propose any amendments or revisions which may be advisable for placement on the general election ballot. (2016-38)
- (G2) Implement migration from Groupwise to Microsoft Outlook to better integrate with other software applications that utilize automated notifications, workflows and approvals. (2016-39)
- (G2) Continue the deployment of an updated permitting system that is modernized to use mobile and online technologies. (2016-40)
- (G4) Continue County sponsorship of employees' participation in the Certified Public Manager training. (2016-41)
- (G1) Seek opportunities for partnerships through NACO and FAC's enterprise programs. (2016-42)
- (G5) Continue to explore opportunities for efficiency and cost savings through intergovernmental functional consolidation where appropriate. (2016-43)
- (G4) Evaluate establishing a living wage for County employees and continue to provide opportunities for industry certifications and training for those employees in skilled craft, paraprofessional, and technician positions. (2016-44)
- (G1, G2) Partner with the Federal Alliance for Safe Housing (FLASH) to become the nation's first #HurricaneStrong county. (2017-11)
- (G1, G3) As part of Leon County's Citizen Engagement Series, conduct an annual "Created Equal" event to strengthen the County's commitment in tackling difficult subjects. (2017-12)
- (G1) Continue to support Commissioner Maddox in his efforts to become Florida Association of Counties President. (2017-13)
- (G2, G5) Implement the recommendations of the Hurricane Irma After Action Report. (2017-14)
- (G2, G5) Develop an emergency management plan for controlled release of water at the C. H. Corn hydroelectric dam. (2018-13)
- (G2, G5) Implement the recommendations of the Hurricane Michael After-Action Report. (2018-14)
- (G1) Pursuant to the approved ballot initiative amending the County Charter, adopt an Ethics Ordinance by December 2019. (2018-15)
- (G3, G1) Explore ways to promote and build upon Leon County's success in citizen engagement by identifying additional ways to increase the quantity and quality of citizen input opportunities. (2018-16)
- (G3, G5) Evaluate incorporating social infrastructure into the comprehensive plan land use element update. (2018-17)

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	36% ($1.8 Billion)	» Attract 80 state, regional, or national championships across all sports	38% (30 Championships)
			» Co-create 500 entrepreneur ventures and 11,500 new jobs, including 400 high-wage job	129 Entrepreneur Ventures (26%), 3,428 New Jobs** (30%), and 123 High-Wage Tech Jobs (31%)
			» Connect 5,000 students and citizens to middle skilled job career opportunities	35% (1,755 Students and Citizens)
			» Host 100,000 residents and visitors as part of the Amphitheater County Concert Series	11% (11,203 Residents and Visitors)
ENVIRONMENT	Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone	659 septic tank replacements are in progress	» Plant 15,000 trees including 1,000 in canopy roads	18% (2,824 Trees)
			» Ensure 100% of new County building construction, renovation and repair utilize sustainable design	On target
			» 75% community recycling rate	66% Recycling Rate
			» Construct 30 miles of sidewalks, greenways and trails	61% (18.42 Miles)
QUALITY OF LIFE	Secure more than $100 million in Veteran Affairs benefits for Leon County veterans & their families	57% ($56.8 Million)**	» Double the number of downloadable books at the library	87% (11,771 New Books)
			» Construct 100 fire hydrants	32% (32 Fire Hydrants)
			» Train 8,500 citizens in CPR/AEDs	39% (3,340 Citizens)
			» Open 1,000 new acres of park land to the public	20% (204 new acres)
GOVERNANCE	Implement 500 citizen ideas, improvements, solutions & opportunities for co-creation	41% (207 Citizen Ideas)	» Reduce by at least 30% the average time it takes to approve a single family building permit	20% Reduction (2 days faster)
			» Achieve 90% employee participation in the County's "My Rewards" Well Being Program	90% Participation (502 Employees Participating)
			» Reduce by 60% the outstanding debt of the County	34% Reduction
			» 100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace	45% of Employees Trained

**As of September 2018. **Estimate based upon available data.*

Leon County needs your help shaping the years ahead

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

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

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

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Reporting Results: Target and Bold Goal Tracking

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

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

Economy Measures		FY 2017 Actual	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate	Total
Bold Goal	Grow the Five-year Tourism economy to $5 billion (BG1)[1]	$0.90 Billion	$0.92 Billion	$0.93 Billion	$0.95 Billion	TBD	$3.7 Billion
Targets	Attract 80 state, regional, or national championships across all sports (T1) [2]	14	16	20	25	TBD	75
	Connect 5,000 students and citizens to middle skilled job career opportunities (T3)[3]	886	869	1,000	1,000	TBD	3,755
	Host 100,000 residents and visitors as part of the Amphitheater County Concert Series (T4)[4]	5,789	5,414	5,000	10,000	TBD	26,203

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, 1,755 students and citizens have been connected to middle skilled job opportunities since the start of fiscal year 2017, 35% 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. The estimate for FY 2019 was adjusted to reflect current challenges with securing talent.

Leon County Fiscal Year 2020 Adopted Budget

Reporting Results: Target and Bold Goal Tracking

Environment Measures		FY 2017 Actual	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate	Total
Bold Goal	Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone (BG2)	802 In Progress[1]					802
Targets	Plant 15,000 trees (…) (T5)[2]	702	2,122	11,000	1,587	TBD	15,411
	(…) including 1,000 in canopy roads (T5)[3]	18	73	270	500	TBD	861
	Ensure 100% of new County building construction, renovation and repair utilize sustainable design (T6)[4]	100%	100%	100%	100%	TBD	100%
	75% community recycling rate (T7)[5]	55%	65%	62%	65%	TBD	65%
	Construct 30 miles of sidewalks, greenways and trails (T8)[6]	8.73	9.7	8.6	11.25	TBD	38.27

Notes:

1. By partnering with the State of Florida, the upgrade or elimination of 802 septic tanks in the primary springs protection zone is in-progress. To help achieve this goal, Leon County has aggressively pursued state grant funds to remove septic tanks in the primary springs protection zone. 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 517 septic tanks can be eliminated in the Woodside Heights, Northeast Lake Munson and Belair/Annawood neighborhoods. In addition, Leon County has worked closely with Florida Department of Environmental Protection and was awarded a stand-alone grant to implement an Advanced Septic System Pilot Program for the Wilkinson Woods Subdivision which will assist homeowners that are replacing failing or repairing septic tanks with passive technology higher performing nitrate-reducing systems. This program will remove or replace an additional 70 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. In the first phase of the Woodville sewer project, approximately 215 septic tanks can be removed.
2. This is the aggregate of the total number of trees planted by the Office of Resource Stewardship and Public Works. Additionally, the Blueprint Intergovernmental Agency plants trees with County funding, which is included in these numbers. The significant increase of trees estimated in FY 2019 compared to FY 2018 accounts for at least 9,750 trees planted at the J.R. Alford Greenway as part of its 10-year Land Management Plan, as well as 305 trees planted through the Adopt-A-Tree Program.
3. This is the aggregate of the total number of trees planted in canopy roads by Public Works. Recurring funding has been included in the Public Works budget since FY 2018 to develop an active canopy road tree planting program, estimated to plant 1,000 trees on canopy roads between FY 2018 and FY 2021.
4. 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.
5. Leon County receives prior year's recycling numbers from DEP (Department of Environmental Protection) in April or May of the following year. As a result, the actual number for FY 2018 represents how the County performed in FY 2017 and the actual number for FY 2019 will represent how the County performed for FY 2018. The increased cost of recycling could have an impact on whether this goal is met by FY 2021.
6. This is the aggregate of the total miles of sidewalks constructed by Public Works and miles of trails and greenways constructed by the Office of Resource Stewardship. Additionally, the Blueprint Intergovernmental Agency constructs sidewalks, trails and greenways with County funding, which are included in these numbers.

Leon County Fiscal Year 2020 Adopted Budget

Reporting Results: Target and Bold Goal Tracking

Quality of Life Measures		FY 2017 Actual	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate	Total
Bold Goal	Secure more than $100 million in Veteran Affairs benefits for Leon County veterans and their families (B3)[1]	$38,604,146	$18,492,095	$22,821,263	$23,676,120	TBD	$103,593,624
Targets	Double the number of downloadable books at the library (T9)[2]	10,002	11,771	12,375	13,954	TBD	13,954
	Construct 100 fire hydrants (T10)[3]	15	17	35	20	TBD	87
	Train 8,500 citizens in CPR/AEDs (T11)[4]	1,572	1,768	1,800	1,750	TBD	6,890
	Open 1,000 new acres of park land to the public (T12)[5]	0	204	426	9.24	TBD	639.24

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 the summer of 2020. Utilizing a much more aggressive outreach effort will be a primary strategy to serve more customers and create a larger impact on the dollars VA spends in Leon County.
2. These year-to-year figures are cumulative. At the start of the FY 2017, Leon County's libraries had 13,500 downloadable books in circulation. By the end of FY 2017, Library Services had added 10,002 new downloadable books to their collection, 74% of the County's five-year Target. This substantial increase is the result of Leon County joining the Panhandle Library Access Network (PLAN), which allows regional libraries to cooperatively purchase E-Books, E-Audio Books, E-Magazines, and other electronic products. To achieve the five-year goal of doubling the number of downloadable ebooks, the Library has calculated the number of downloadable books to purchase and add to the collection each month, at the same time, taking into consideration the number of books that are taken off the platform as licenses expire.
3. Fire hydrant construction is subject to available funding. Budgeted outyears tentatively allocate $150,000 annually for the construction of new fire hydrants. Of this, $50,000 is dedicated for a matching program which allows a HOA or citizen and the County to evenly share in the cost of hydrant installations. Based on actuals and future estimates, staff anticipates enough hydrants being 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 the annual "Press the Chest" to reach out to the entire community.
5. This is the aggregate of the total park acres constructed by Leon County Government and the Blueprint Intergovernmental Agency. The FY 2018 actual 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). The FY20 estimate is comprised of Blueprint's Coal Chute Pond and the Orange/Meridian Community Space (5.75 acres) and Leon County Government's newly acquired parcel at Coe Landing Rd (3.49 acres), which will provide access to Lake Talquin State Forest.

Reporting Results: Target and Bold Goal Tracking

Governance Measures		FY 2017 Actual	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate	Total
Bold Goal	Implement 500 citizen ideas, improvements, solutions and opportunities for co-creation (BG4)[1]	107	100	100	100	TBD	407
Targets	Reduce by at least 30% the average time it takes to approve a single family building permit (T13)[2]	9%	18%	27%	27%	TBD	27%
	Achieve 90% employee participation in the County's "My Rewards" Well Being Program (T14)[3]	88%	90%	89%	90%	TBD	90%
	Reduce by 60% the outstanding debt of the County (T15)[4]	17%	17%	15%	15%	7%	71%
	100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace (T16)[5]	10%	45%	60%	90%	TBD	90%

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. The staff review time to approve single-family building permits was on track through the end of FY 2018, resulting in the projection that the review time would stay on course for FY 2019. However, when Hurricane Michael struck in FY19, it resulted in a tremendous increase in all types of building permits. This also coincided with significant turnover of Building Plans Review staff, creating a back log of building permit approvals. To offset these impacts, the Board has approved the appropriation of funds to hire a consulting firm to assist with single-family building plans review, which has been implemented. Staff is still on track to meet the reduction goal by FY 2021.
3. The "My Rewards" Program is an incentive-based wellness program designed to help employees participate in healthy lifestyle behaviors. Employees who successfully complete the My Rewards Program each calendar year will receive a 2.5% discount off their annual health insurance premium contribution for the following year. Those who are not eligible include Opt-Out and Spousal employees, since they do not pay for their health insurance, and part time employees, who don't receive health insurance as a benefit.
4. This goal is accounted for annually, and by 2021 will cumulatively reach a 71% reduction in County Debt. In FY 2018, the County reduced its debt by 17%, leaving an outstanding balance of $32,340,221. Based on the current debt service schedule and recent refinancing, the County is on pace to meet this target. The County paid $589,918 worth of interest and made principal payments totaling $6,962,000 in FY 2019, for a 15% debt reduction. In FY 2020, debt will further be reduced by an additional 15% with a $442,534 interest payment and $7,127,000 principal payment. Bonds issued to acquire Leon County Office Annex Building will be paid off in FY 2020, significantly reducing the amount of remaining debt.
5. 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 2020 Adopted Budget

Budget Summary / Analysis

Budget Overview	5 - 2
Budget Overview	5 - 2
Budget Overview Highlights	5 - 16
Service Cost Distribution of Ad Valorem Taxes	5 - 26
Community Economic Profile	5 - 27
Comparative Data	5 - 35
Comparative Data- Like Sized Counties	5 - 35
Comparative Data - Surrounding Counties	5 - 38
Comparative Data- All Florida Counties	5 - 41
Financial Indicators	5 - 44
Revenues v. Expenditures	5 - 49
Revenues v. Expenditures	5 - 49
Revenues by Source	5 - 50
Expenditures by Function	5 - 51
Programs by Function and Funding Source	5 - 54
Department Funding Sources	5 - 55
Expenditures by Division	5 - 59
Expenditures by Service Type Requirement	5 - 64
Major Revenues	5 - 67
Positions	5 - 78
Summary of Fund Balance	5 - 84
Debt & Transfers	5 - 89
Long Term Debt	5 - 89
Summary of Transfers	5 - 90
Schedule of Transfers	5 - 91

Budget Overview

The total budget for FY 2019/2020 is $274,202,473, a 4.02% increase over last fiscal year. The **operating budget** of $251,985,400 represents an increase of 4.23% from last year's adopted budget. The **capital budget** of $22,217,073 represents a 1.54% increase from last year.

Funding

The FY 2020 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 6.05% from FY 2019. The FY 2020 budget is $274.2 million, a 4.02% increase over the previous year's budget, with the millage rate remaining for the eighth consecutive year at 8.3144.

The FY 2020 budget addresses three key areas to ensure the long-term financial well-being of the County as an organization:

- A Multi-Year Fiscal Plan which includes the elimination of the rural waste services center fees and avoids planned increases in the EMS MSTU, Fire Services Fee and Solid Waste Non-Ad Valorem;
- Reducing the use fund balance for recurring operating by $442,500 to $1.56 million; and,
- Increasing the recurring transfer to fund the capital program by increasing the total transfer to $7.4 million, $2.74 million from FY 2019.

Figure One: FY 2019/2020 Expenditures

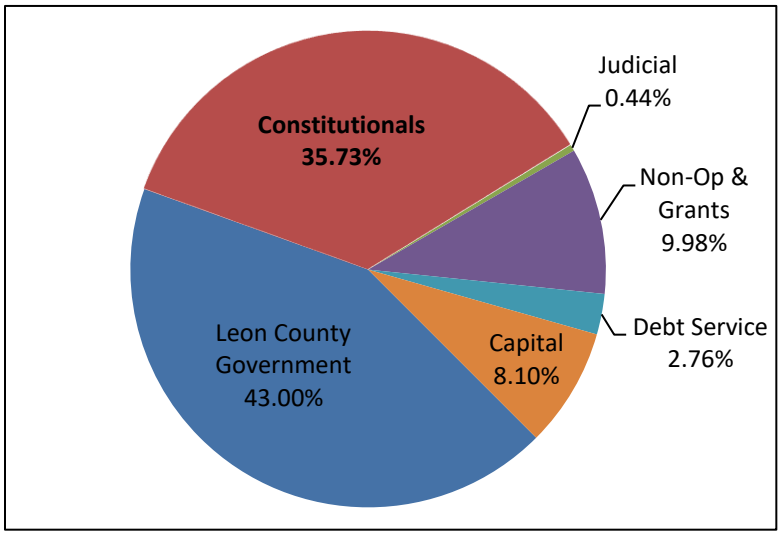
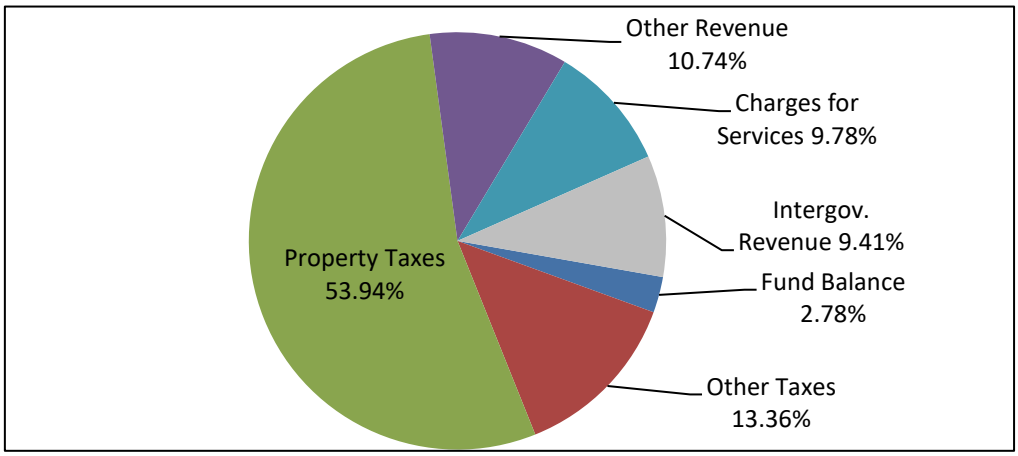


Figure One depicts the budget as it is reflected by governmental category. The FY 2019/2020 budget shows the Leon County Government and the Constitutional Officers make up 79% of the total budget.

Figure Two: FY 2019/2020 Revenues



The Florida Statutes require that all local government budgets be balanced. Leon County's FY 2019/2020 budget of $274,202,473 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 2019/2020 adopted budget. In the Budget Summary/Analysis section - Revenue v. Expenditures, the major individual revenue sources are presented and summarized in more detail.

FY 2020 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, 2019 meeting. After the adoption of the Budget Calendar, the Board provided initial policy direction by establishing maximum discretionary funding levels at the March 12, 2019 meeting, including:

- Maintaining Community Human Service Partnership (CHSP) funding at $1.3 million.
- Contingent on the City of Tallahassee providing the same, funding an additional $100,000 per year over a five-year period to assist the Kearney Center with paying for the capital construction cost of the facility. The City Office of Resource Management confirmed that the City has included this funding in the City's FY 2020 Tentative Budget.
- $27,000 in Special Event Funding.

At the April 23, 2019 Budget Workshop, the following items were addressed:

- Approved a Multi-Year (FY 2019-FY 2021) Fiscal Plan that included:
  - Allocating $1,123,000 in funding from the current fiscal year Homestead Reserve to address unanticipated critical infrastructure needs; $500,000 to cap the Harbinwood Pond (Faulk Drive) sink hole; and $623,000 to replace Detention Facility cell locks to prevent systematic failure and increase security at the facility
- Approved a Resolution Amending the Leon County Health Department Fee Schedule to fund two Disease Prevention Specialist positions to address the increase sexually transmitted diseases.
- Approved the Integrated Sustainability Action Plan including:
  - Authorizing the release of a Request for Qualifications for an updated Energy Services Contract.
  - And approving a Resolution supporting the City's 100% Renewable Energy Goal
- Authorized an amendment to the Agreement for Processing of Single-Stream Recycling Service with Marpan Recycling to ensure the proper funding for the cost of the recycling contract.
- Directed staff to conduct a community feedback meeting regarding improvements to the Daniel B. Chaires Park and provide options for other improvements, at the June 18, 2019 Budget Workshop. (A separate budget discussion item presents these options.)
- Accepted the status report on the Supervised Pretrial Release Program with no further action.
- Accepted the status report on the archaeological preservation elements associated with the land development process including:
  - The addition of an archaeologist to the Advisory Committee on Quality Growth
  - Work with the Tallahassee Trust for Historic Preservation on the applying for a state historic preservation grant for the GIS predictive software model.
- Approved including $150,000 in the adopted FY 2020 Budget to pay for the consulting services outlined in the budget item, to include an examination of expansion of the urban service area, contingent on the City funding a like amount.
- Schedules a Joint City/County Workshop to review the Comprehensive Plan for October 15, 2019.

- Directed the inclusion of a post-retirement health insurance benefit in the FY 2020 budget at $5 per month for each year of eligible service with a minimum of 10 years employment with the County.

- Approve the proposed revisions to Leon County's pay plan by establishing a range spread of 65% for all pay grades within the organization, eliminating the Career Service Exempt category and establishing a pay grade for Commissioner Aides.

Detailed Board action and direction on these items, which were later ratified at the May 8, 2019 Board meeting. Based on these actions, staff has prepared the FY 2020 adopted budget.

The FY 2020 Adopted Budget Highlights

As presented, the adopted FY 2020 budget totals $274,202,473, which is a 4.02% percent increase from FY 2019. The FY 2020 budget is balanced as follows:

- No change in either the Countywide Millage Rate of 8.3144 mills or the 0.5 EMS MSTU with an increase in property values of 6.05% Countywide. Throughout the economic decline and recovery of the previous 10 years, the millage rate was adjusted only once and that was at the depths of the recession.
- Implements the first year of the multi-fiscal year plan by reallocating $2,093,000 in homestead exemption reserves available due to the failure of Amendment #1 in November 2018. The multi-year fiscal plan eliminates previously planned increases in the EMS MSTU, Solid Waste non-ad-valorem, and Fee Services fee, while providing funding to address critical infrastructure needs and the costs associated with the Presidential election cycle.
- Elimination of the Rural Waste Collection Centers fee, saving residents $200,000 through a realignment of funds in the multi-year fiscal plan (a separate budget discussion item addresses this recommendation).
- Through the ongoing deliberate and targeted practices of Leon County government, including I2 (squared), Cross Departmental Teams, and the leveraging of partnerships, over $1.49 million in added cost savings and avoidances have been realized prior to the development of the FY 2019 tentative budget. Since FY 2013, over $28.9 million in costs savings and avoidances have been realized to constrain budget growth and mitigate the necessity to raise fees, taxes or other revenues.
- A capital improvement program focused on the maintenance of existing infrastructure, construction of a 60/90 baseball field and Chairs Park (separate discussion item), implementation of the Apalachee Regional Park master plan, the remodeling of the Community Human Service Partnership/Co-op building, a helicopter for the Sheriff's Office, and funding for the construction of solar arrays. The capital program is supported by an increase in the general revenue transfer to $7.4 million from the current $5.0 million.
- Support for all Constitutional Officer budget requests, including funding for the third year of a three-year Sheriff's staffing plan for enhanced law enforcement efforts in the community.
- No new general revenue supported positions for Leon County Government.
- $150,000 for land use consulting services to assist with updating the comprehensive plan.
- $292,000 in additional tourism development tax funding to bring additional national performers and concerts to the Amphitheater and the establishment of a "Legacy Events" grant program to ensure the continued success and financial support of long-standing community festivals (a separate budget discussion item addresses this recommendation).
- Level funding for the Primary Healthcare ($1.8 million) and CHSP programs ($1.3 million).

Cost Avoidance and Savings

Since the recession, the County has been deliberate in continuing to evaluate all expenditures with the same disciplined approach as when revenues were declining. This deliberate approach occurs throughout the year, not only during the formal budget process. Through specific and targeted practices, such as LEADs listening sessions, the Employee Innovation Awards Program - I2 (squared), and the recently created SMARTIES (Specific Measurable, Attainable, Realistic, Timely, Innovative, Employee Solutions) Team, employees are continuously empowered to seek and implement cost saving measures throughout the organization. These efforts occur prior to any new taxes, fees, requests for positions or equipment, etc. are brought to the Board for consideration. To date, over $28.9 million in cost savings and avoidances have been identified.

The County's Employee Awards program - I^2 (squared), which commenced in FY 2015, has saved the County $6.3 million to date ($1.49 million in recurring costs and $4.8 million in one-time costs. Current year examples of employee savings as well as tax and fee avoidances include:

- *Alternative to the Library Card Digitization Project ($27,800):* After receiving bids that were above the projected project budget, a team reviewed the needs of the project, and developed a process where library card digitization can be done within the current library software. This analysis saved $27,800 in implementation costs.
- *Updated Campground Reservation System ($85,379)* – The previous campground reservation system was replaced with and in-house solution designed by MIS. This saved $50,000 in software replacement costs and allowed reservations to be made on-line and paid by credit card. A recent review of the system has shown that campground fees have increased by $35,700 annually since the implementation of the system.

In addition to the employee savings, the following provided for multi-year cost savings and tax/fee avoidances:

- Multi-Year Fiscal Plan Tax and Fee Avoidance ($4.6 million): The Multi-Year Fiscal Plan item includes recommendations to avoid possible increases in the EMS MSTU ($2.0 million), Fire Services Fee ($1.6 million) and Solid Waste Non-Ad Valorem Assessment saving ($1.0 million). Cumulatively, the tax and fee avoidances are $4.6 million annually.

Finally, many cost savings and avoidances presented as part of last year's budget process continue to have a significant financial benefit to the County. Some of these recent examples 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 2019. 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.
- Reduction in Ambulance Fees ($800,000): During the FY 2019 budget process, the Board reduced ambulance fees 24% effective June 1, 2018. This reduction saves EMS customers $800,000 annually.

These cost saving efforts occur prior to any new taxes, fees, positions, equipment, etc. being brought to the Board for consideration.

Revenues and Expenditures

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

Revenues

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

Post-recession Leon County did not experience any growth until a modest 3.0% increase occurred in FY 2015 and FY 2016 followed by 4% in FY 2017 and 5% in FY 2018. Last year, property values increased by 6.6%, which provided funds that covered the inflationary costs of basic government service levels, allowed for an increase in the recurring transfer to fund the capital program, and reduced the use of fund balance by $500,000 to $2.0 million.

Based on new construction and the Save-Our-Homes taxable value cap (1.9%), taxable property values have increased 6.05%, providing an additional $7.946 million in property tax revenues. While the millage rate remains constant, under the definitions in Florida Statutes, this is considered a property tax increase. The increased property values pay for the inflationary costs of basic government service levels and supports an increase in the recurring transfer to fund the capital program.

Major General Revenues: Increases in State Shared, ½ Cent Sales Tax and Public Services Tax revenues are estimated to generate additional revenue in the range of $855,000. Public Services Tax revenues are projected to increase a modest 1% due to a mild winter resulting in lower than normal consumption of electricity, natural gas and propane. Current fiscal year sales tax related revenues are meeting projections, and the FY 2020 forecast are estimated to continue to grow at a moderate 3.5 – 4.0%.

Interest Earnings: Given the current interest rate environment where the Federal Reserve has stopped raising rates, interest earnings are estimated to increase modestly by $391,000. These earnings include $171,000 anticipated from the Sheriff investing his operating funds similarly to Leon County Government's investment strategy. The interest earnings for Leon County Government are forecast at $220,000 or $140,000 less than last fiscal year due to the cash outlay to fund the storm recovery efforts.

Gas Taxes: Gasoline taxes are estimated to increase 2.6% or $327,000. As gas taxes are consumption based (taxes are per gallon, not a percentage of cost) and with the continued increase in fuel efficiency and the market increases for electric cars, future revenue increases are projected to grow modestly, and could even decline over time. Current oil prices are below $55/barrel. Historically, if oil prices stay at $75/barrel or below, consumers do not change driving habits and gas consumption does not decline.

Other General Revenues: Other general revenues are expected to increase by a modest $120,000. Court facility fees associated with traffic tickets continue to decline ($203,000), and probation and pre-trail fees ($168,000) off-set any increases to other revenues related to alcoholic licensing, parking fees, surplus auctions, camping fees, and other miscellaneous revenues.

Expenses

Sheriff Personnel and Operating Expenses: The overall Sheriff's FY 2020 budget request increased by $4.468 million over FY 2019 or 5.9%.

The Sheriff's budget request includes eight new positions. FY 2020 is the third year of a three-year position phase in plan to provide additional law enforcement and correction officers. Including the FY 2020 adopted budget, the County will have funded 31 additional positions in the Sheriff's budget since FY2018. This includes 13 deputies, eight correction officers, four Crime Analysts, a Cyber Crime Detective and, five other operational positions since FY 2018. Due to vacancy rates, for FY2020, rather than add four additional correctional officers as planned, the Sheriff's request included the addition of three technical positions for the Real Time Crime Center, and a Property Evidence Supervisor. Also, as discussed in the capital section of this item, the CIP includes the purchase of a helicopter for the Sheriff's Office.

General Revenue 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. For FY2020, the transfer has increased by $2.393 million, from the $5.0 in FY 2019 to $7.4 million. In addition to the on-going maintenance needs for over 1.5 million square feet of County facilities, 3,865 acres of greenways and parks, the transfer also supports capital projects including: the Chaires 60/90 baseball field, the Apalachee Regional Park master plan, and improvements to the Cooperative Extension building. During the recession, the County suspended the transfer of recurring dollars to the capital program, and instead relied on accumulated fund balances to fund capital projects. Based on current projections and infrastructure maintenance needs, ideally at least $10.0 million in recurring funds should be transferred annually in support of the capital improvement program (CIP). A more detailed analysis of the recommended capital program is provided later in this budget discussion item.

Leon County Employee General Revenue Related Expenses: The largest operating expense in the budget is associated with personnel costs. Total increases in FY 2020 are $1.39 million. This total includes $37,226 in Human Resources recommended position reclasses as detailed later in this item. Pay for performance, workers' compensation, F.I.C.A. and overtime have a budgeted increase of $585,600. The budget contemplates continuing to support the County's pay for performance structure with an increase of 0 - 5%, with a targeted average of 3%. Health care premium blended rate increased by 3.86% or $378,345. As approved by the Board at the April Budget Workshop, the healthcare costs also include $27,250 for a new retiree healthcare contribution that will assist employees who have retired from the County prior to reaching Medicare. Final health insurance rates will not be available until early July.

Again, in its effort to fully fund the actuarial liability (estimated shortfall) in the State of Florida Retirement System (FRS), the Legislature increased the cost to participate in FRS by raising contribution rates. This year the regular retirement rate increased by 2.5% and the special risk category increased by 3.6% for a total increase of $198,000.

Supervisor of Elections (SOE) Presidential Preference Election Cycle: A presidential preference primary will be held during FY 2020. During these election cycles, the SOE's budget increases due to the additional effort necessary to conduct this primary. The submitted increase in the SOE election budget for FY 2020 is $1.387 million. As part of the multi-year fiscal plan, this increased expense was off-set by a portion of the $2.09 million in homestead reserve which is no longer needed due to the failure of Amendment #1.

Increase in the General Revenue Transfer to the Solid Waste Fund: As part of the multi-year fiscal plan, an additional $373,131 was included to fund the cost of the increased recycling and waste disposal contracts.

As presented in a separate budget discussion item, the transfer also includes eliminating the $200,000 in rural waste collection fees bringing the total increase in the transfer to $573,131.

Community Redevelopment Agency (CRA): The property value growth in the Frenchtown and Downtown CRA Districts provided by the Property Appraisers Office show an increase in value of 12.8% and 8.6%, respectively. The total payment to the CRA is $2.73 million or an increase of $449,000. Without the reduced Frenchtown CRA district millage negotiated last year the total CRA payment would have been $4.19 million or $1.46 million more this fiscal year.

Interlocal Agreements and Contractual Obligations: Total increases in this category are estimated at $508,000 and include the following interlocal agreements and contractual expenses:

- The County share of the Planning Department budget ($170,000), which includes the $150,000 for the land use consultant;
- The County share of funding the Consolidated Dispatch Center ($122,000);
- Contractual increases for MIS software licensing ($94,500);
- Additional funding for the Real Estate program to fund the demolition of structures on property that escheats to the County ($75,000);
- Animal Control Interlocal with the City of Tallahassee ($60,000);
- Fire suppression system and building automation maintenance contracted services, ($60,000);
- The Parks and Recreation Interlocal with the City of Tallahassee ($59,000);
- Park mowing contractual costs, including the addition of Broadmoor Pond ($40,000);
- Increase in fees paid to the Medical Examiner for autopsy and pathology services ($30,000);
- American with Disability Act (ADA) internet compliance ($25,000);
- These increases are off-set by a reduction in the County payment for the Office of Economic Development (OEV) by $228,000. The Blueprint 2020 sales tax will fund OEV starting in January 2020 concurrent with the new sales tax collection commencing. The County will continue to fund OEV for the first quarter of the FY 2020 fiscal year.

Workers' Compensation/Risk Management: The FY2020 budget includes an additional $400,000 to properly maintain necessary funding levels for workers' compensation claims. Annually, an actuarial analysis is conducted on the outstanding County worker's compensation claims. To ensure that adequate reserves are maintained to pay outstanding claims, and future claims, funding levels are reviewed annually as part of the budget process. In addition, claims activity over the past two fiscal years has required mid-year budget allocations from the Risk Fund reserves to pay additional claims. To avoid the mid-year budgeting of reserves and to ensure adequate appropriation is available for claims, the budget for worker's compensation claims has been increased by $400,000. Other costs related to risk management claims are expected to increase by $12,000. This item also recommends appropriating $350,000 in FY2019 in reserves from the Risk Fund to address current year workers' compensation claims.

Mandated Medicaid Payments: The state mandated Medicaid payments for Leon County have increased by $234,000 or 7.7%.

Other Constitutional Officers: The Clerk of Courts and Comptroller's budget request, including increases for Article V and personnel benefits increased by $87,919. The Tax Collector's funding is commission based on the amount of property tax collected from the County and the School Board. Based on estimated property values the Tax Collector budget will increase by $145,500. These increases are off-set by a reduction in the Property Appraiser's budget of $9,585.

Department of Juvenile Justice Payment (DJJ): The statutorily mandated payment to the DJJ will increased by $677,768 or 74.2%.

800 MHz Radio Communications: Radio Communications will increase $133,000 due to increased repair system costs and the second-year of funding for the five-year microwave replacement plan. This amount represents the County's portion of the jointly funded program with the City of Tallahassee. A portion of traffic ticket revenue is dedicated to support the 800 MHz Radio system; however, traffic ticket revenue continues to decline. Less traffic ticket revenue results in the need for an increase in general revenue.

Fuel, Fleet Monitoring and Utilities Costs: Fuel costs are projected to increase $101,000. To manage future fuel costs, the Fleet Green Team reviewed the cost associated with implementing a GPS vehicle monitoring system. Implementing this system on County vehicles will cost $49,000 annually. Studies have shown that monitoring fleet vehicles changes driving behaviors and saves fleet fuel dollars. Implementing this system will help the County meet its reduced fuel consumption target in the Sustainability Action Plan. These costs are off-set by $50,000 in utility savings being realized as a direct result of the centralized utility billings and monitoring, and energy savings efforts.

Census 2020: As presented in a separate discussion item, to ensure an accurate local census count for the 2020 national census count, $10,000 is budgeted for a multimedia public outreach campaign.

Leon County Government Communication Billing: Communication costs have been lower than anticipated for the past several years resulting in an accumulation of fund balance in the Communications Internal Service Fund. This has resulted in lowering the departmental communications budgets by $186,000 for FY2020.

Reduction in General Revenue Transfers to Special Revenue Funds: The County has several special revenue programs that require additional general revenue support to adequately fund the programs. As part of the annual budget process, OMB evaluates the amount of general revenue necessary to support and maintain these programs. While not recommended, alternative to general revenue support, service reductions or fee increases could also be considered. For next fiscal year, general revenue transfers to special revenue funds will decrease of $1.064 million.

- The Stormwater support will decrease by $42,167 as a result of an increase in the projected collection of stormwater non-ad valorem assessments.
- The Development Services and Environmental Management support will decrease by $29,000 due to projected increases in permitting activity.
- The general revenue support for the Transportation Trust fund will decrease by $1.4 million. In FY2018, the Board approved a "fund sweep" of transportation trust fund balances to support future transportation capital projects. As planned, the FY2020 budget uses a portion of the fund sweep thereby reducing the amount of general revenue needed next year. In addition, projected increases in gas tax revenues also have reduced the amount of general revenue required.
- These reductions are off-set by a $370,000 increase in the transfer to the Probation/Pre-trial Fund needed to support the $150,300 increase in the Pre-trail GPS monitoring program, and a continued decline of pre-trial fee revenue.

Homestead Reserve Reduction: In FY 2019, the County budgeted $2.093 million in this reserve in anticipation of the additional homestead exemption referendum passing in November. The referendum failed, and the reserve was reallocated as part of the multi-year fiscal plan.

Based on final budget submissions and adjustments some of the funds allocated in the multi-year fiscal plan for the Supervisor of Elections and Emergency Medical Services totaling $334,131 are recommended to be realigned to eliminate the fees at the Rural Waste Service Center and provide increased funding to the capital program. These adjustments do not impact the balance of the multi-year fiscal plan, including

not increasing the EMS MSTU, Solid Waste non-ad valorem assessment or Fire Services fee. The following summarizes the adjustments:

- Based on the Supervisor of Elections budget submission, $1.387 million was used to pay the increased cost associated with the 2020 presidential preference primary. This is $116,000 less than the $1.5 million originally anticipated, which is available to support other budgetary needs.
- $573,131 to pay the increased cost in the recycling contract and the additional waste hauling and disposal costs ($355,000) and pay for the elimination of the rural waste service center fees ($218,131, which is presented in a separate budget discussion item). These funds were available as the proposed transfer of $238,000 to EMS was not necessary after a review of the final EMS budget and EMS fund balance.
- $135,869 to support the increased transfer to the capital improvement 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 to be aligned with the highest priorities of the Board. In developing the adopted FY 2020 Budget, staff continues to build upon this effort by annually reviewing positions to ensure the organization is optimizing the use of all resources.

The current position changes included in the FY 2020 Adopted Budget are listed below. There are no new positions funded through general revenue included in the FY 2020 adopted budget.

Position Changes

- *Emergency Medical Services*: 4 part-time paramedics converted to 2 fulltime Charge Paramedics ($22,481).
- *Animal Control*: Reclassify Administrative Associate to Animal Control Officer $3,591
- *Development Support and Environmental Management*:
  - Reclassify Planner I to Planner II $10,292
  - Reclassify AAV to Operations Analyst $5,404
- *Facilities Management:* Reclassify AAIV to Management Analyst $16,369
- *Parks and Recreation*: Reclassify Park Attendant to Heavy Equipment Operator $1,570

The changing of four part time paramedics to two full time paramedics will save $22,481. This change will also allow more flexibility in scheduling personnel. The remaining reclasses, funded with general revenue, have an additive total cost savings of $37,226.

FY 2020 is the third year of the original three-year staffing plan for the Sheriff's office. The Sheriff's FY 2020 budget includes eight new positions, and the Supervisor of Election requested one new position as reflected in Table #4.

Table 4: Constitutional Position Changes

Sheriff	Position Adds
Sheriff – Law Enforcement	
Deputies/Detectives	4
Crime Analyst	2
Information Technology Analyst	1
Property and Evidences Supervisor	1
Total Sheriff	**8**
Supervisor of Elections	
Administrative Services Specialist	1
Total Supervisor of Elections	**1**
Total Constitutional	**9**

Fund Balances

Consistent with best governmental financial practices, Leon County Policy 07-2 "Reserves" establishes fund balance policy levels enough 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 Policy 07-2, utilization of fund balance more than policy minimums should support one-time capital project funding and/or other one-time expenditures to address unforeseen revenue shortfalls. 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 2020 appropriates $1.56 million in general revenue fund balance in the operating budget. This level is consistent with the FY 2019 adopted budget. 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 budget as follows.

Capital Program

As planned as part of the FY 2018 fund balance sweep to support capital program funding, $2.1 million is appropriated for use in the Transportation Capital Fund to support capital projects including Raymond Tucker Road/Pheasant Run and Centerville Trace subdivision, and Maylor Road.

Emergency Medical Services

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. The EMS fund has enough fund balance to support existing service levels until FY 2021. The FY 2020 fund balance allocation is $1,500,586. As part of the approved multi-year fiscal plan beginning in FY 2021, $2.0 million in general revenue from debt service savings will be transferred to the EMS fund thereby eliminating the planned 0.12 mil increase to the EMS MSTU. This will eliminate the use of fund balance in FY 2021. In future budget years, the general revenue transfer to the EMS fund is planned to increase at the rate of property tax growth thereby allowing fund balances to stay within policy limits.

Tourist Development

The Tourism Development's FY 2020 budget contemplates the appropriation of $417,251 from unallocated fund balance. This fund balance will support the increased marketing, promotions, an enhanced public relations campaign, increasing the budget for the Capital Concert Series, and an economic impact study for signature events. A separate budget discussion item discusses the Tourism Legacy Event funding and increased support for concerts at the Amphitheater.

Intervention and Detention Alternatives

Over the past several years, pre-trail fees have continued to decline leading to an increase in general revenue support to maintain current service levels. For FY 2020, $300,000 in Pre-Trail/Probation Fund balance is recommended to support the pre-trial program. Use of fund balance brings the accumulated fund balance into policy limits. Out-year projections also show a continued use of fund balance to limit the increase in the general revenue transfer. At the April 23, 2020, Budget Workshop, the Board considered eliminating the pre-trial fees, but after deliberation opted to keep the fees. If the fees had been eliminated either additional fund balance and/or an increase in general revenue support in the amount of $208,849 would have been required to support the pre-trail program.

Building Inspection

The FY 2020 budget contemplates using only $727,952 of available fund balance. Coming out of the recession, building permit revenue increased faster than expenditures as the division ramped up to handle the increased workload. This allowed for an accumulation of fund balance, which is budgeted to maintain services levels. While permitting revenues have started to stabilize from the significant growth in the construction industry the last three years, activity is still at pre-recession levels. $350,000 of the fund balance will be used for additional software upgrades and modifications to further expedite and ease the processing of permits for customers, and $100,000 is budget to pay for supplemental building plan review services to ensure permitting time frames are met or exceeded. 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, a total of $515,892 in fund balance is recommended for appropriation. In the grants fund, previously accumulated grants matching fund balances ($213,767) 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 ($152,125) and the Leon County Government Annex Building fund ($150,000) to assist with capital maintenance needs of the building.

Capital Improvement Funding and the Five-Year Capital Improvement Program

During the recession, and 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.

To judiciously 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.

Current and out-year projections show that $10 to $11 million in recurring revenue could 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 transfer in FY2019 was $5.0 million. The adopted FY 2020 budget increases the transfer to $7.4 million.

General County Infrastructure and Maintenance

The FY 2020 – FY 2024 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.). Last year a preliminary five-year L.I.F.E Program schedule was presented to the Board during the budget process. The first five years of L.I.F.E. program funding is shown in Capital Improvements Section by project.

In addition, the County's share of the dedicated water quality funding from the future sales tax proceeds supports several 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, $6.5 million of the water quality funding will be used to pay back this advanced funding.

Human Service and Community Partnership Relocation

As approved by the Board at the June 19, 2018 Budget workshop, as part of the plan to relocate the Tourist Division to the Historic Train Station, the Office of Human Services and Community Partnership (HSCP) is being relocated to the existing Cooperative Extension Office. The FY 2019 Adopted budget included funding for the redesign of the building and initial funding for the project. The current estimate for improvements for the facility is $1,150,000, which includes both interior renovations and exterior improvements to modernize the facility. To move this project forward, and to ensure that HSCP is relocated in a timely manner to allow for the construction associated with the Tourism Division move to the Historic Train Station, it is recommended to appropriate $1.0 million in available capital fund balance to begin the renovations to the Cooperative Extension Office.

Stormwater and Transportation Improvements

As approved in the multi-year fiscal plan, funding is included to address stormwater projects with the realignment of sidewalk funding for the next two fiscal year. This funding will be used to fund stormwater and transportation improvements to Raymond Tucker Road/Pheasant Run, and Maylor Road. As part of the FY 2019 budget process, $2.0 million in available gas tax funds was appropriated to support transportation capital projects. As planned, the FY 2020 capital program contemplates using these reserves.

Apalachee Regional Park

The budget includes $1.4 million to continue the implementation of the park master plan. Funding supports the construction of the cross-country course pavilion, restrooms, stage and finish line.

Daniel B. Chaires Community Park

As presented in a separate budget discussion item, the FY 2020 budget includes additional funding to construct and 60/90 baseball field at the park. Presently, $1.2 million is available towards the construction of the field. To fully fund the estimated $2.0 million in construction costs, $800,000 supported by the increased general revenue transfer is included in the FY 2020 adopted budget.

Dog Parks

Last year the adopted CIP included annual funding of $30,000 for FY 2019 – FY 2021 to construct three dog parks in the unincorporated area of the County. Two sites were identified, Robinson Road and J. Lee Vause Park with a third location to be determined. This item recommends the third proposed site occur at the open space adjacent to the Bradfordville Community Center. Remaining funds from the completed trail and parking lot at the site of the future Northeast Park will be realigned to fund this dog park in the current FY 2019 fiscal year. This reallocation of existing funding eliminates the need for the FY2021 funding.

Sustainability and Energy Savings

The adopted Sustainability Action Plan workshop item provides for replacing outdated and energy inefficient equipment at various County facilities, including the detention facility, Courthouse, libraries, and community centers. Through an energy savings contract (ESCO), a competitively selected contractor guarantees that the energy savings will pay for the cost of the equipment over a 10 to 15-year period. Through this process, the County will mitigate the need for funding this equipment in the five-year CIP. The requests for proposals are currently under review and a recommendation to award the project will be presented to the Board at the July 9, 2019 meeting.

Also, as approved in the Action Plan $50,000 has been budgeted each year over the next five-years to fund solar arrays on County buildings. This will complement the current solar projects at the Northeast Library, as well as, projects planned for the Courthouse, and the Apalachee Regional Park cross country pavilion.

Sheriff Helicopter and Detention Complex

As part of the capital budget process, the Sheriff has requested funding for the replacement of one of three fleet helicopters due to its 50 years of age. This is considered a capital funding request and is not included in the Sheriff's regular operating budget. Currently, the Sheriff has requested, and the City of Tallahassee has agreed to participate in the purchase of the replacement, as TPD and City utilities benefit from the Sheriff's helicopter assistance. According to the Sheriff's Office, the usage is approximately 50/50 between

the Sheriff and City. Rather than directly funding the $1.6 million purchase, the budget contemplates a seven-year lease to purchase agreement. The estimated annual cost is $260,000 per year for seven years to split $130,000 each by the County and City.

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. An $8.1 million expenditure plan to provide for these needs has been included in the five-year capital program. If not for the pending ESCO plan, the amount of funding for mechanical improvements to this building would have been greater.

Solid Waste

The five-year Solid Waste CIP funds improvements to the transfer station and heavy equipment replacement. One front-end loader is scheduled for replacement during FY 2020. To save an additional $66,000 towards the replacement, this budget item recommends accelerating the purchase to the current fiscal year. As part of the replacement process, the County receives a guaranteed payment for the sale of the existing equipment. The purchaser of the equipment has offered the additional $66,000 if the replacement occurs in the next several months as opposed to next fiscal year. To take advantage of these cost savings, this item recommends approval of the early replacement of the front-end loader through the use of Solid Waste funds.

Conclusion

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 2020 adopted budget, staff has 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 also continues to seek 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 tough economic times, the County maintained fees and passed on significant property tax savings. Coming out of the recession, the significant long- term fiscal issues were addressed. It bears repeating that these actions have provided the necessary resources to continue maintaining the County as a financially viable organization.

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

Culture & Recreation	5 - 17
Transportation	5 - 18
Public Safety	5 - 19
Human Services	5 - 20
Physical Environment	5 - 21
Economic Environment	5 - 22
Court Related Services	5 - 23
General Government Services	5 - 24
Other Expenses & Debt Services	5 - 25

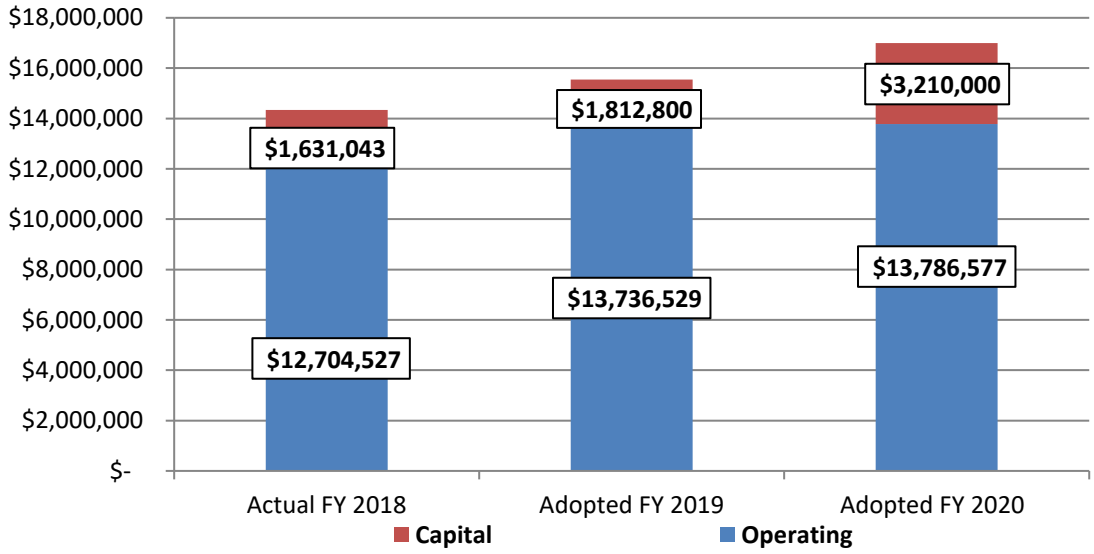
Budget Overview Highlights

Culture & Recreation

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

County Fact: *Opened Baum Road trailhead, Phase I of the St. Marks Headwaters Greenway, providing public access to 700+ acres of conservation and environmentally sensitive lands.*

Culture & Recreation Funding FY 2018 thru FY 2020



Funding

- Total Funding: $16,996,577
- 9.3% Increase
- 6.2% of Total Budget

FY 2020 Culture & Recreation Highlights

- Funding to continue the implementation of the park master plan for the construction of the cross-country course, pavilion, restrooms and finish line at Apalachee Parkway Regional Park in the amount of $1,400,000 in preparation to host the 2021 NCAA National Cross County Championship.
- $800,000 for the Chaires Park for the construction of a 60/90 baseball field.
- $500,000 for Parks Capital Maintenance and Greenway Capital Maintenance.
- $500,000 from Livable Infrastructure For Everyone (L.I.F.E) funding for recreational amenities ($350,000) and for boat landing upgrades ($125,000).
- $175,000 for Playground equipment replacement.
- $130,000 is allocated to construct work space and equipment storage at J. Lee Vause Park.

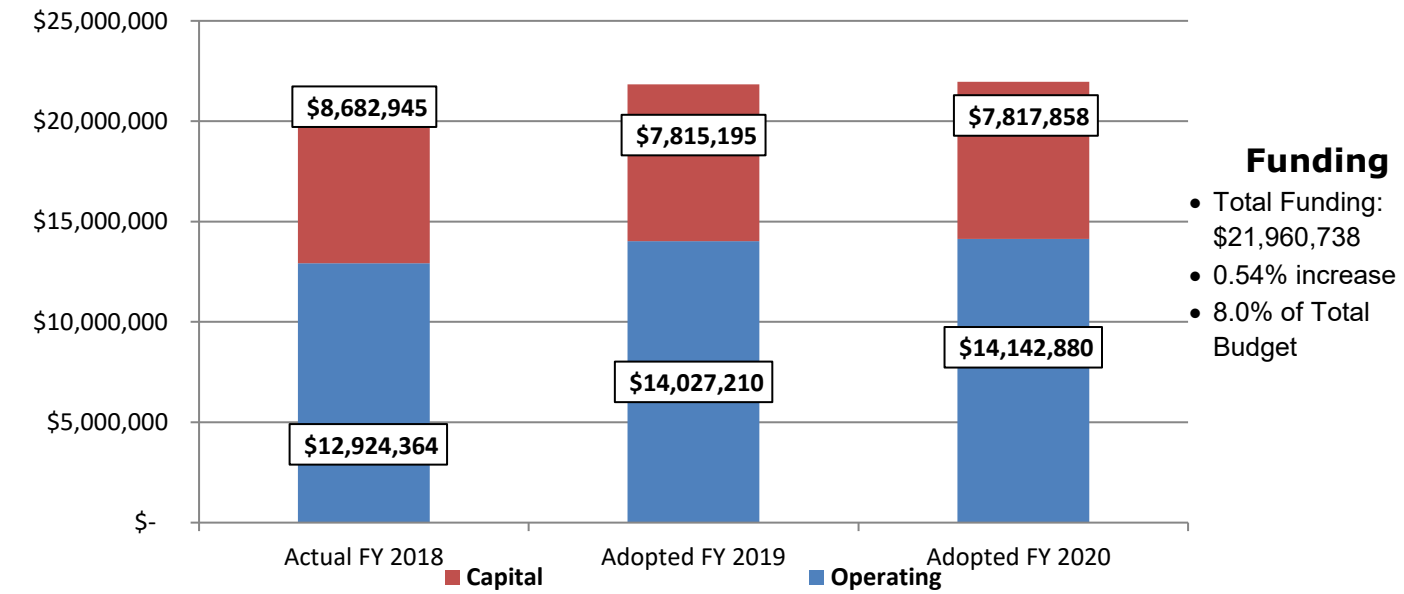
Budget Overview Highlights

Transportation

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

County Fact: *Leon County resurfaced 28 roads throughout Leon County in FY 2018.*

Transportation Funding FY 2018 thru FY 2020



FY 2020 Transportation Highlights

- $1.62 million for Transportation and Stormwater Improvements projects including: Raymond Tucker Road/Pheasant Run and Centerville Trace subdivision.
- $2.9 million for resurfacing portions of the County's arterial/collector and local roads system.
- $1.48 million for the Sidewalk Program in the unincorporated areas of the county.
- $600,000 for the routine maintenance and resurfacing of the County's Open Grade Asphalt Mix roads.
- $429,000 in Public Works vehicle and equipment replacement.
- $345,580 for Intersection and Safety improvement projects.
- $125,000 in Livable Instructure for Everyone (L.I.F.E.) to support of the County's Street Lighting Program in the unincorporated area.

Budget Overview Highlights

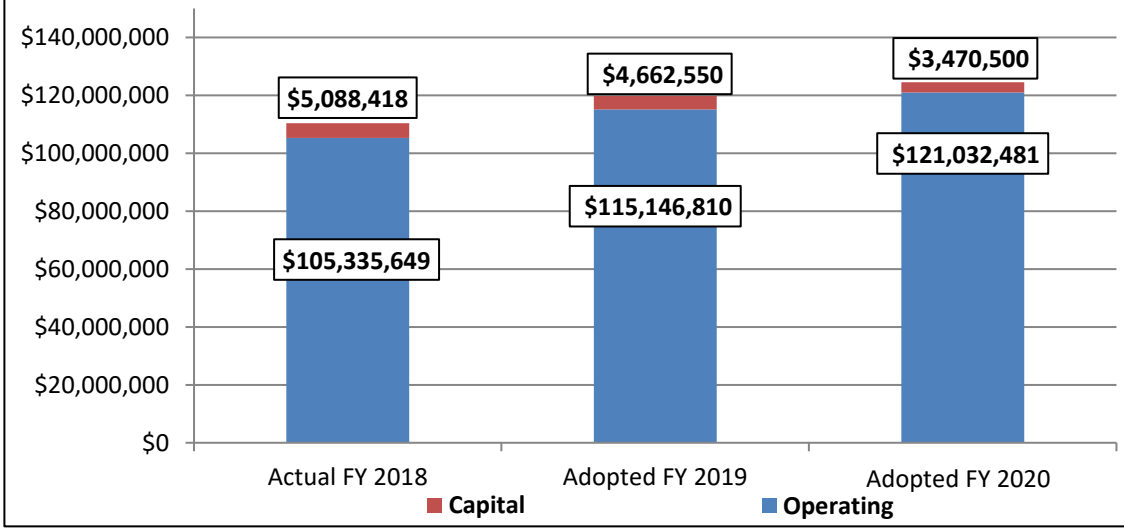
Public Safety

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

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

County Fact: *The Emergency Operations Center (EOC) hosted 12 separate training courses for 360 local and regional emergency responders to build and enhance their emergency response skills.*

Public Safety Funding FY 2018 thru FY 2020



Funding

- Total Funding: $124,502,981
- 3.9% increase
- 45.4% of Total Budget

FY 2020 Public Safety Highlights

- 86.9% of the total Public Safety budget is allocated to: Law Enforcement ($41,503,102); Jail/Corrections ($44,133,822); Emergency Management ($1,611,614); and Emergency Medical Services ($20,905,993).
- $2.0 million in Detention Center capital improvements.
- $1.3 million for Law Enforcement replacement patrol vehicles and $206,000 for new patrol vehicles.
- $1.2 million in EMS vehicles and equipment replacement.
- $522,545 for the addition of four deputies, two crime analysts for the Real Time Crime Center, a Property and Evidence Supervisor, and one information technology analyst.
- $130,000 for a helicopter for the Sheriff's office with the cost split 50/50 with the City of Tallahassee. This is the first year of a seven year lease to purchase for $1.6 million.

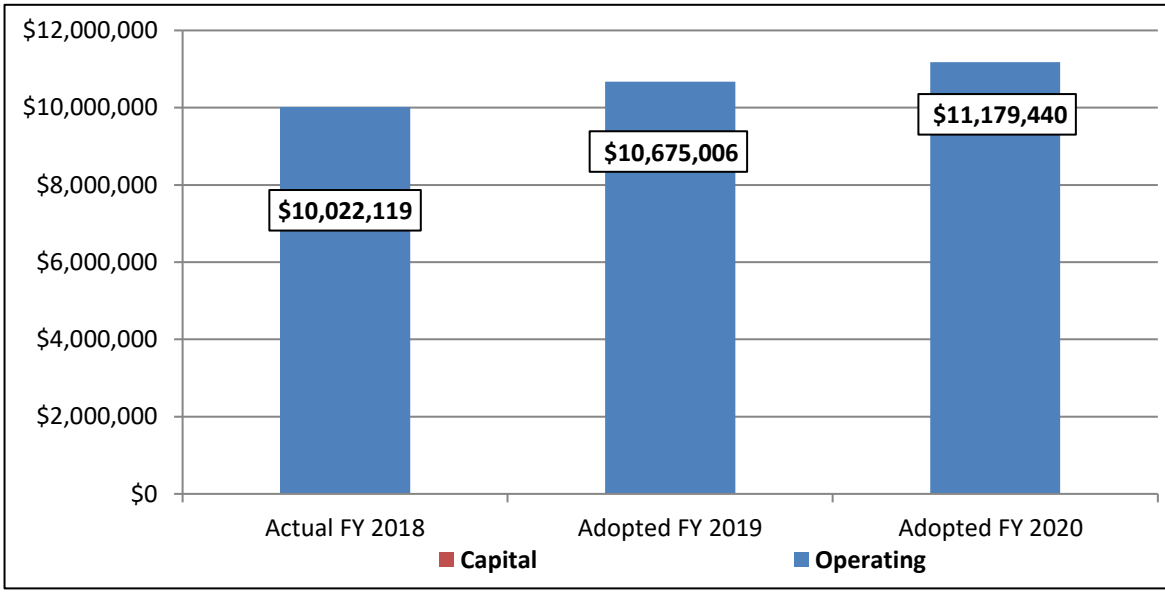
Budget Overview Highlights

Human Services

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

County Fact: *Leon County contributed $1.3 million to help fund more than 7,500 visits for primary care, dental care, and mental health services for the uninsured and low income residents.*

Human Services Funding FY 2018 thru FY 2020



Funding

- Total Funding: $11,179,440
- 4.7% increase
- 4.0% of Total Budget

FY 2020 Human Services Highlights

- $3.27 million allocated for the continued support of Medicaid, an increase of $234,446 for FY 2020.
- $1,739,582 in support of Primary Health Care.
- $1.3 million for the Community Human Service Partnership (CHSP) grant program
- $237,345 allocated in support of the Health Department.
- 100,000 in funding to support debt service for the capital construction of the Kearney Center
- $64,400 for the indigent burial program.
- $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 $851,209

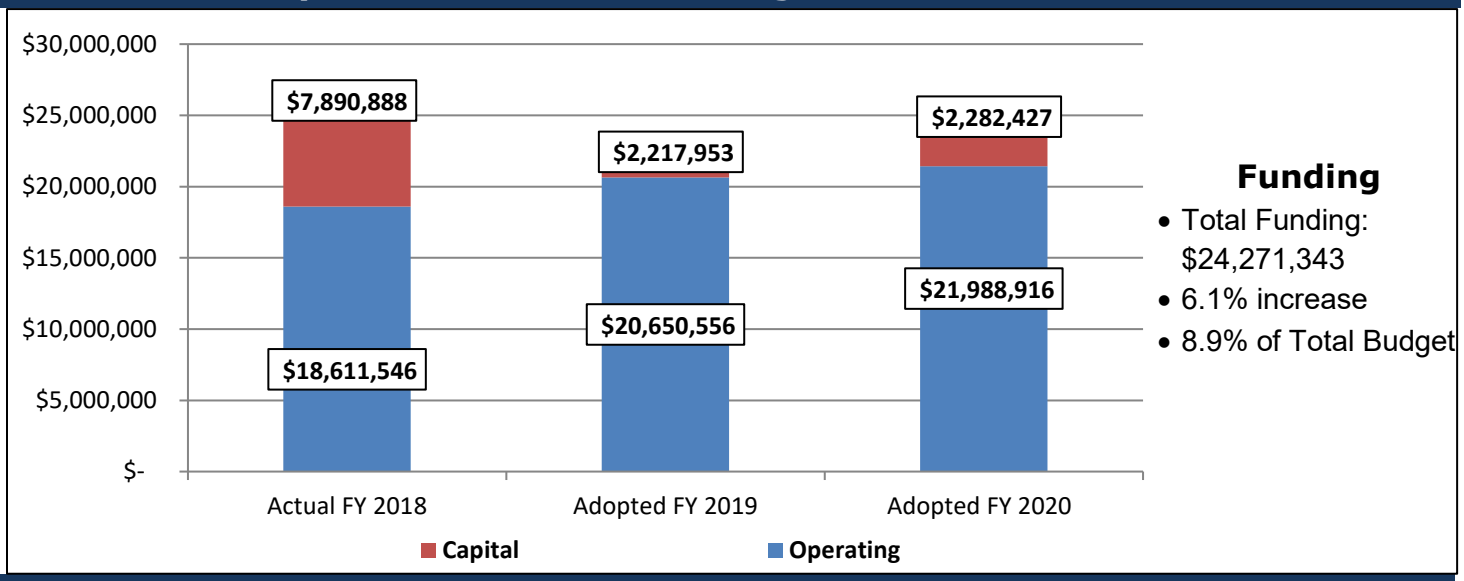
Physical Environment

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: *Transfer station employees removed approximately 33.7 tons of waste tires from the household stream, resulting in an annual savings of $31,000.*

Physical Environment Funding FY 2018 thru FY 2020



Funding

- Total Funding: $24,271,343
- 6.1% increase
- 8.9% of Total Budget

FY 2018 Physical Environment Highlights

- $450,000 in funding to enhance the County's Accela permit tracking system to reduce permitting time frames.
- $481,250 for engineering design Maylor Road stormwater/flooding improvements.
- $200,000 for preventative maintenance for stormwater infrastructure throughout the County.
- $298,500 for the Geographic Information Systems (GIS) Basemap Update.
- $267,000 for Stormwater Vehicle and Equipment replacement.
- $150,852 in funding for Transfer Station Improvements.
- $111,545 for Transfer Station Heavy Equipment.

Budget Overview Highlights

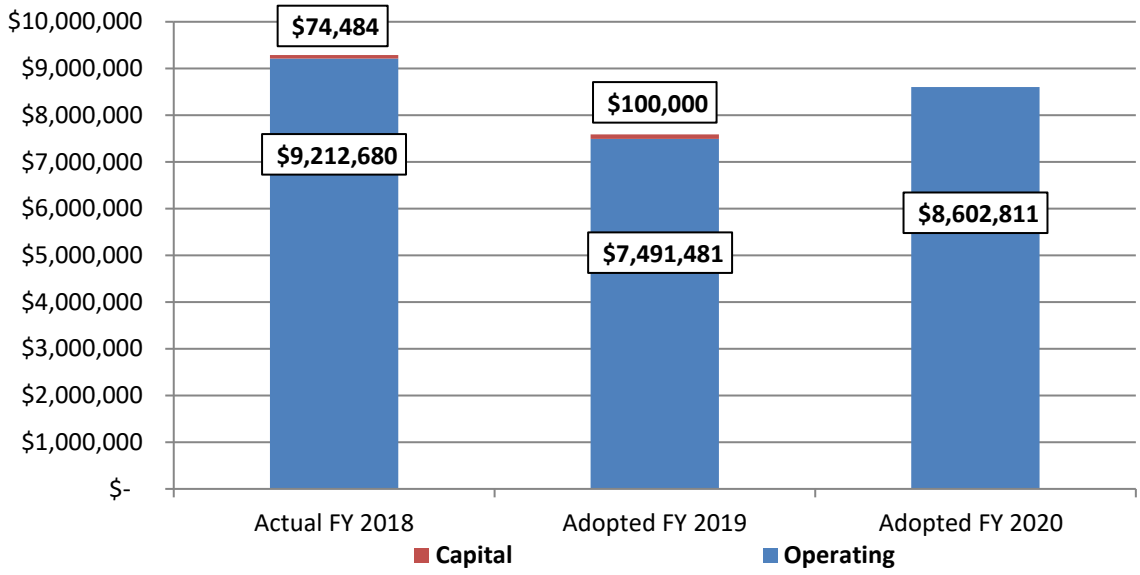
Economic Environment

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

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

County Fact: *Facilitated claim actions that resulted in Leon County veterans receiving more than $18.9 million.*

Economic Environment Funding FY 2018 thru FY 2020



Funding

- Total Funding: $8,602,811
- 13.3% increase
- 3.1% of Total Budget

FY 2020 Economic Environment Highlights

- $2,733,540 in funding for the Community Redevelopment Agency (CRA), an increase of $456,097.
- The reallocation of $292,000 in tourism development tax funding to bring additional national performers and concerts to the Amphitheater and the establishment of a Legacy Events grant program to ensure the continued success and financial support of long-standing community festivals.
- $371,598 for continued funding for the Veteran's program.
- $175,000 in funding form the State Housing Initiative Program (S.H.I.P).
- $150,000 for land use consulting services to assist with updating the comprehensive plan.

Budget Overview Highlights

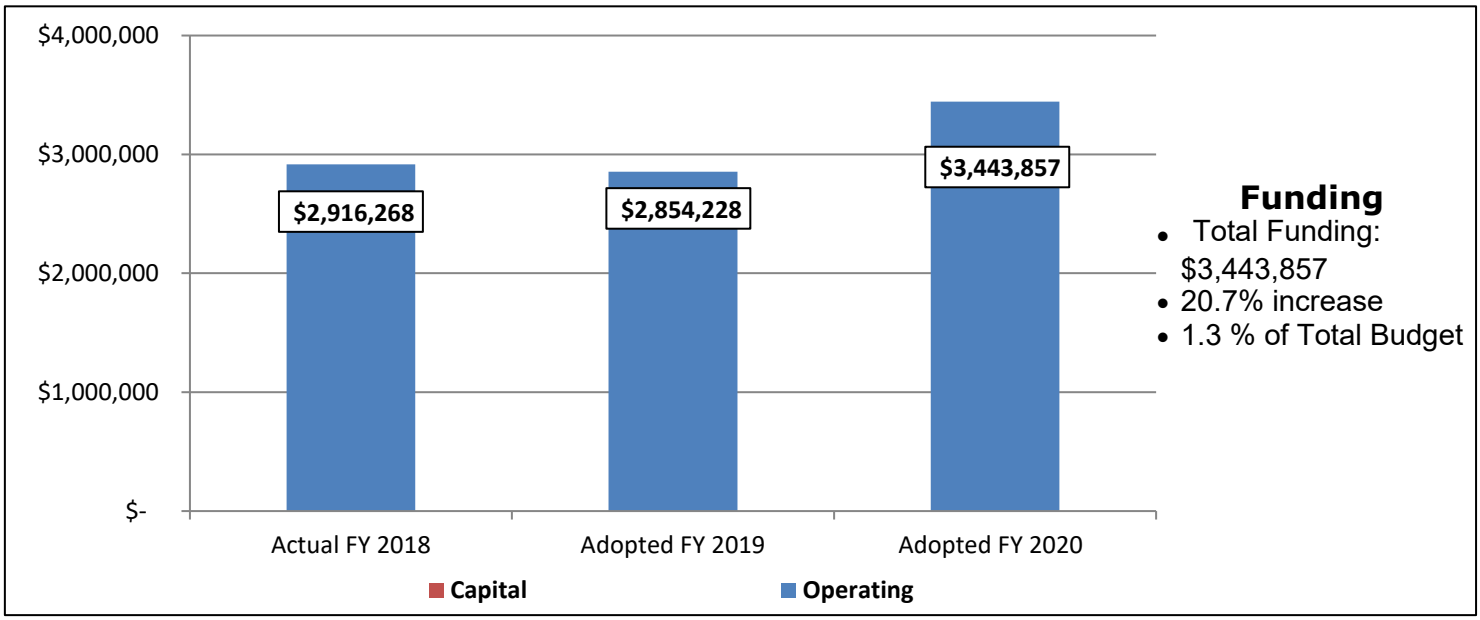
Court Related Services

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

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

County Fact: *Administered more than $14,836 alcohol tests and 11,714 drug tests for court ordered County probationers and defendants released while waiting trial.*

Court Services Funding FY 2018 thru FY 2020



Funding

- Total Funding: $3,443,857
- 20.7% increase
- 1.3 % of Total Budget

FY 2020 Court Services Highlights

- $1,567,768 in funding for the state Juvenile Justice detention payment, an increase of $667,768 or 74.2% over FY19.
- $373,579 for courthouse renovations.
- $160,900 for technology for the State Attorney and Public Defender.
- $60,000 for courtroom minor renovations and courtroom technology
- $35,000 for Courthouse security.
- Continued funding of Teen Court, Law Library, Legal Aid, and the Guardian Ad Litem (GAL) program.
- The actuals and budgets do not reflect all the costs related to Article V, which for FY 2018 was $8.65 million.

Budget Overview Highlights

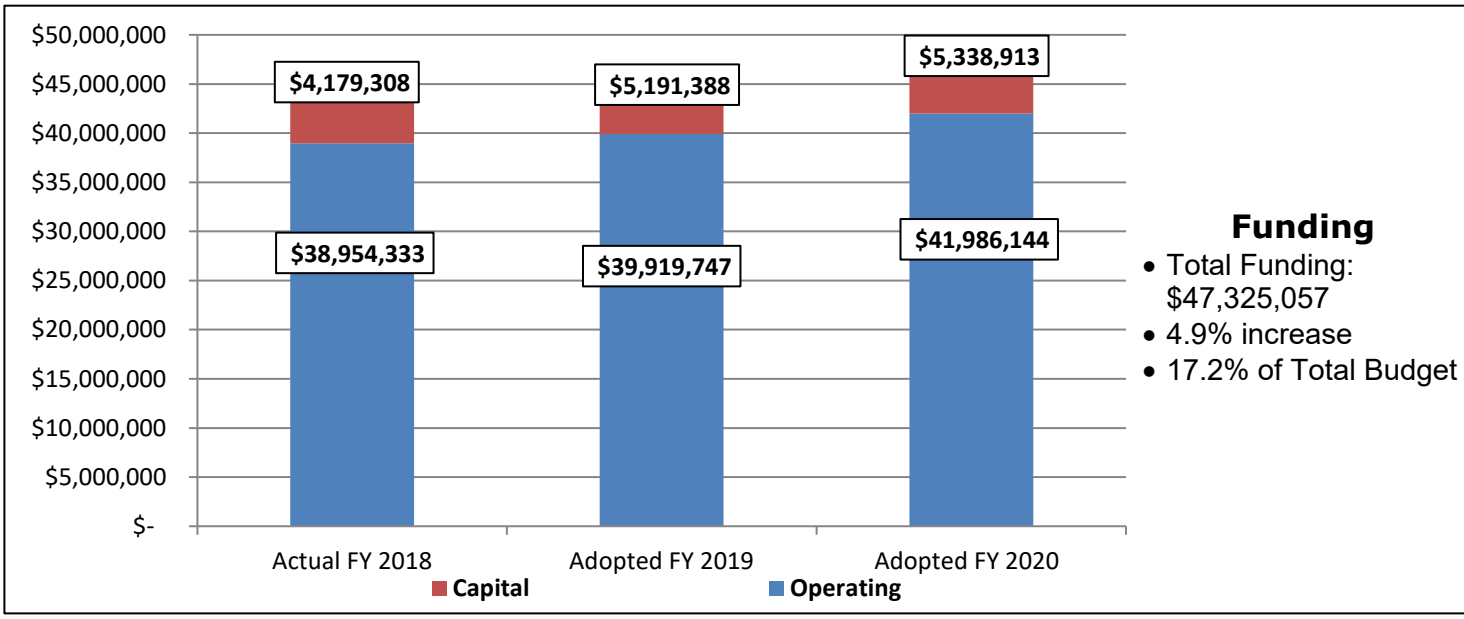
General Government Services

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

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

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

General Government Funding FY 2018 thru FY 2020



Funding

- Total Funding: $47,325,057
- 4.9% increase
- 17.2% of Total Budget

FY 2020 General Government Highlights

- $15,667,417 in support of the Property Appraiser ($5,059,837), Tax Collector ($5,077,511) and the Supervisor of Elections ($5,530,069), an increase of $1.38 million of the presidential primary election.
- $1,825,161 for building mechanical repairs & replacements and roofing repairs and replacements.
- $954,543 for building general maintenance repairs and infrastructure improvements.
- $550,000 for compute infrastructure such as the digital phone system, maintaining file servers, and the network infrastructure.
- $246,000 for general vehicle and equipment replacement.
- $50,000 for solar arrays on County buildings as part of the adopted Sustainability Action Plan.
- An additional $10,000 for the 2020 Complete Census Count.

Budget Overview Highlights

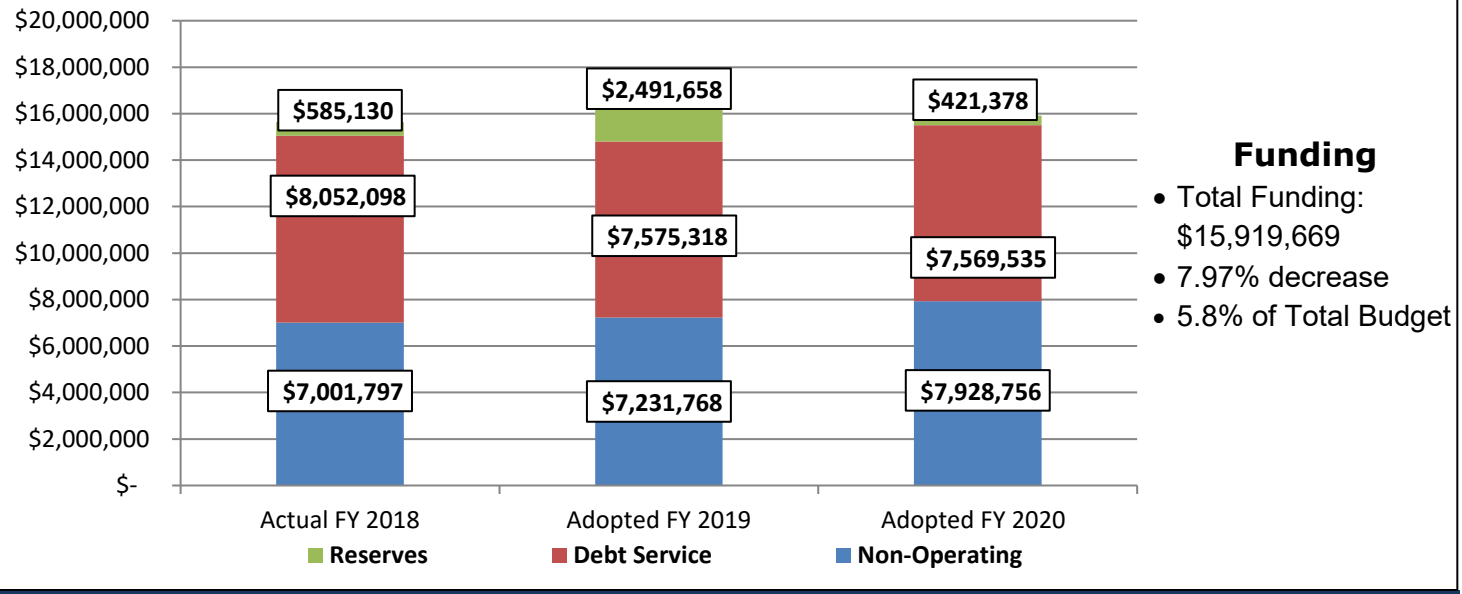
Other Expenses & Debt Services

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

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

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

Non-Operating & Debt Service Funding FY 2018 thru FY 2020



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 2019/2020, Leon County budgeted $7,569,535 for debt service and represents 2.8% of the FY 2019/2020 budget.

Leon County budgeted $421,378 for reserves in Fiscal Year 2019/2020. This allocation represents approximately 0.02% of the total Fiscal Year 2019/2020 budget. Budgeted Reserves decreased significantly (83%) from the prior fiscal year due to the elimination of $2,093,426 in reserves established to assist with future year budget balancing if the additional $25,000 homestead exemption passed on the November 6, 2018 general election ballot. The ballot initiative failed.

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 2020 average taxable value[1] ($121,650) of an average assessed[2] home ($171,650) with a $50,000 homestead exemption as specified in the January 2008 voter approved property tax reform referendum.

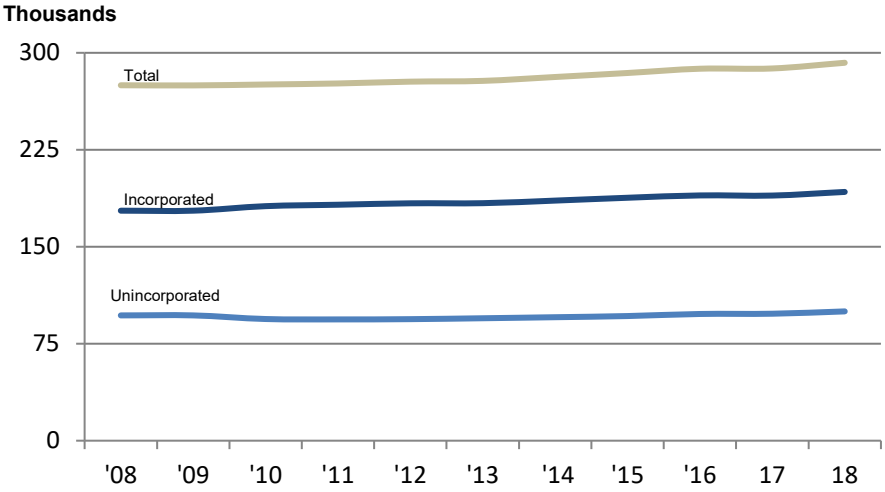
Services	FY 2020 Ad Valorem Tax Bill $1,072	FY 2020 Monthly Cost	FY 2020 Percent of Ad Valorem Taxes
Sheriff - Law Enforcement	264.30	22.02	24.65%
Sheriff - Corrections	245.60	20.47	22.91%
Emergency Medical Services	60.81	5.07	5.67%
Health & Human Services	55.67	4.64	5.19%
Facilities Management	53.88	4.49	5.03%
Library Services	46.14	3.84	4.30%
Supervisor of Elections	35.36	2.95	3.30%
Capital Improvement	32.66	2.72	3.05%
Property Appraiser	32.35	2.70	3.02%
Tax Collector	32.47	2.71	3.03%
Management Information Services	31.51	2.63	2.94%
Other Criminal Justice (Probation, DJJ, Diversion)	27.57	2.30	2.57%
Other Non-Operating/Communications	25.70	2.14	2.40%
Administrative Services[3]	21.31	1.78	1.99%
Community Redevelopment - Payment	17.48	1.46	1.63%
Veterans, Volunteer, Planning, Economic Development	15.33	1.28	1.43%
Board of County Commissioners	12.02	1.00	1.12%
Geographic Information Systems	11.60	0.97	1.08%
800 MHz Radio Communication System	9.50	0.79	0.89%
Clerk of Circuit Court	8.81	0.73	0.82%
Court Administration and Other Court Programs[4]	7.61	0.63	0.71%
Financial Stewardship[5]	7.19	0.60	0.67%
Mosquito Control	5.44	0.45	0.51%
Risk Allocations	4.89	0.41	0.46%
Sustainability/Cooperative Extension	4.81	0.40	0.45%
Budgeted Reserves	1.34	0.11	0.13%
Line Item Agency Funding	0.64	0.05	0.06%
Total	**$ 1,072.00**	**$ 89.33**	**100.00%**

1. The Taxable Value is the value the millage rate is multiplied against to calculate taxes (Assessed Value less $50,000 homestead exemption).
2. The Assessed Value is the value of property as calculated under the Save Our Homes (SOH) cap, which for FY 2019 is 1.9%.
3. Administrative Services include: County Administration, the County Attorney's Office, Strategic Initiatives, Community and Media Relations, and Human Resources.
4. Other Court Programs include: the State Attorney, the Public Defender, and funding for the Jail Detention/Mental Health Coordinator positions and diversionary programs.
5. Financial Stewardship includes: Office of Management and Budget (OMB), Real Estate, and Purchasing.

Leon County Fiscal Year 2020 Adopted Budget

Community Economic Profile

Population

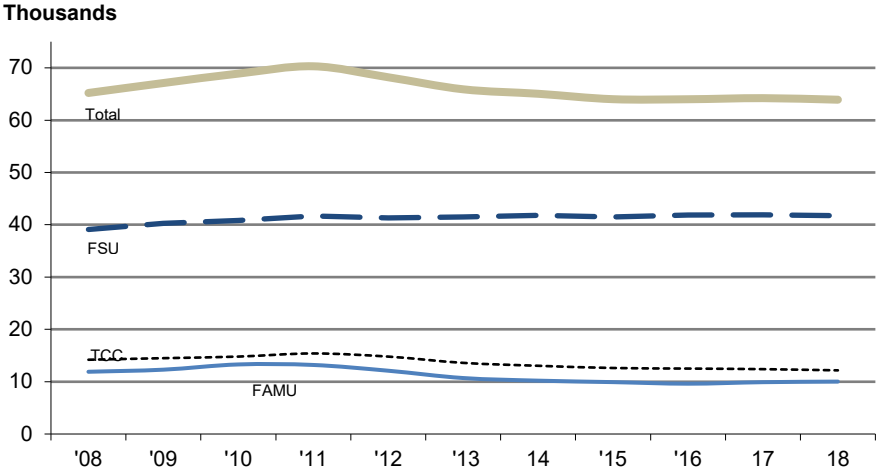


Sources:
- 2018 Population Estimates and Projections from Tallahassee/Leon County Office of Economic Vitality

According to the 2018 estimates from the Tallahassee-Leon County Office of Economic Vitality, the current Leon County population is 292,332 where 66% represents the incorporated area and 34% represents the unincorporated area. Total county population estimates grew by 1.54% from 2017. In 2009, there was a minimal decline in population estimates. According to 2018 estimates, the total population has seen a 6.11% 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 at (6.11%) since the 2010 Census. Wakulla (3.79%), Gadsden (3.10%) and Jefferson (-0.19%).

Higher Education Enrollment

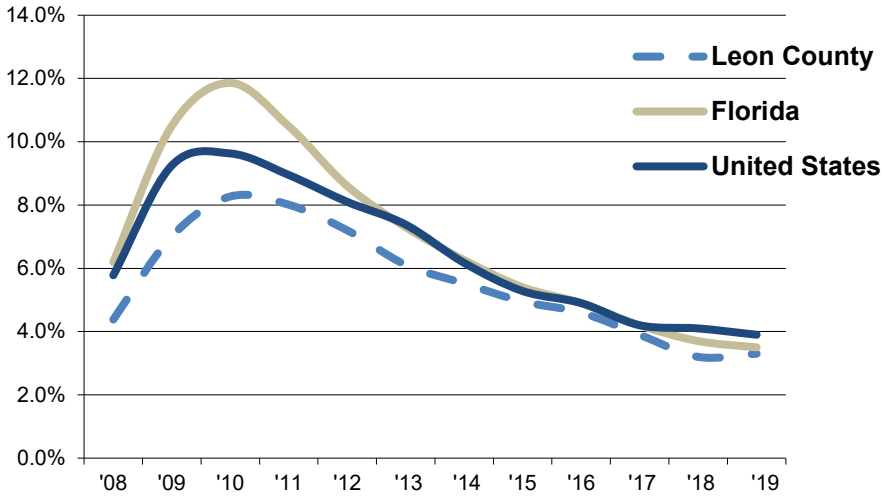


Source: - 2018 Population Estimates and Projections from Tallahassee/Leon County Office of Economic Vitality

Three institutions of higher learning are located in Tallahassee: Florida State University (FSU), Florida Agricultural & Mechanical University (FAMU), and Tallahassee Community College (TCC). Total enrollment for Fall 2018 was 63,912, a decrease of 297 students from Fall 2017.

In the last decade, FSU has had an increase in enrollment. However, Fall 2018 enrollment shows a decline of -0.44%, while FAMU has seen an increase of 1.13% for Fall 2018 enrollment. TCC shows a decline in enrollment for Fall 2018 of -0.46%.

Unemployment Statistics



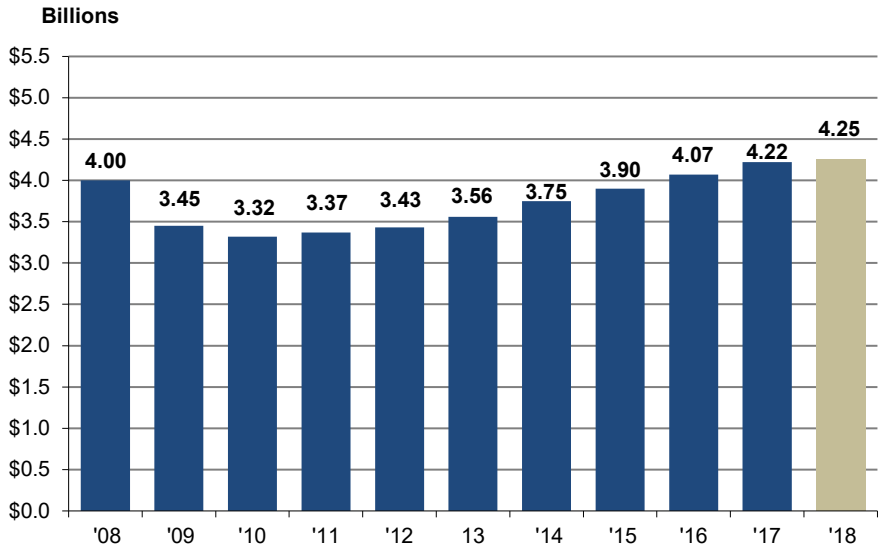
*Source: 2018 Office of Economic Vitality, Workforce and Income Unemployment Rate Annual Average

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

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

Leon County's unemployment rate continues to be lower than both statewide and national levels. The current unemployment rate for the County stands at 3.3%.

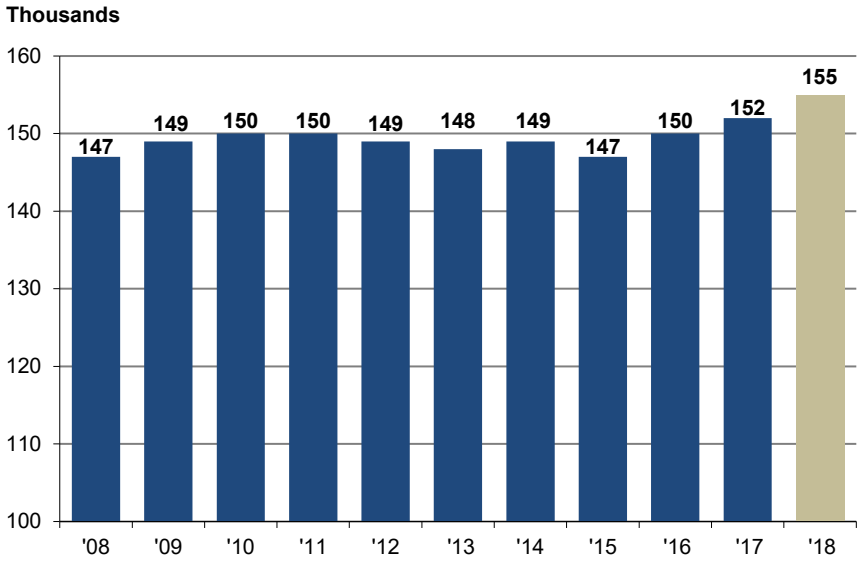
Taxable Sales



Source: The Florida Legislature - Office of Economic and Demographic Research Leon County (2/27/2019)

Taxable sales data is popularly used as one indicator of regional economic activity. The data is derived from sales tax returns filed monthly by retail establishments with the Florida Department of Revenue. 2008 marked the beginning of an economic downturn. In 2009, taxable sales decreased 13.91% from the 2008 figure, a substantial drop. In 2010, taxable sales further decreased by 3.75%. In 2011, however, taxable sales increased by roughly $51 million, or approximately 1.5%, and continued improving with a $60.3 million increase in 2012. 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. In 2018, taxable sales continued to increase by .84% or $35,582,177 million.

Total County Labor Force



Source: 2018 Office of Economic Vitality, Workforce and Income, Labor Force

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

From 2004 to 2010, Leon County's labor force increased at an average of 1.41% annually. This growing trend slowed in 2010 and actually saw a decrease in 2012 and 2015. The total county labor force for 2018 was 154,655, which is an increase of 1.38% from 2017. This continues the approximate 2% growth trend started in 2016 from 2015.

Employment by Industry – 2008 vs. 2018

Industry	*Employees 2008*	*% Employment*	*Employees 2018*	*% Employment*	*% Change*
Government	63,100	36%	61,500	33%	-2.5%
Education and Health Services	19,200	11%	24,000	13%	25.0%
Leisure and Hospitality	16,700	10%	20,400	11%	22.2%
Professional and Business Services	19,100	11%	21,400	12%	12.0%
Trade, Transportation, and Utilities	24,000	14%	24,800	13%	3.3%
Other Services	9,400	5%	9,600	5%	2.1%
Financial Activities	7,900	4%	7,900	4%	0.0%
Construction	8,600	5%	8,400	5%	-2.3%
Manufacturing	4,300	2%	3,200	2%	-25.6%
Information	3,600	2%	3,100	2%	-13.9%
Total	**175,900**	**100%**	**184,300**	**100%**	**4.8%**

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.

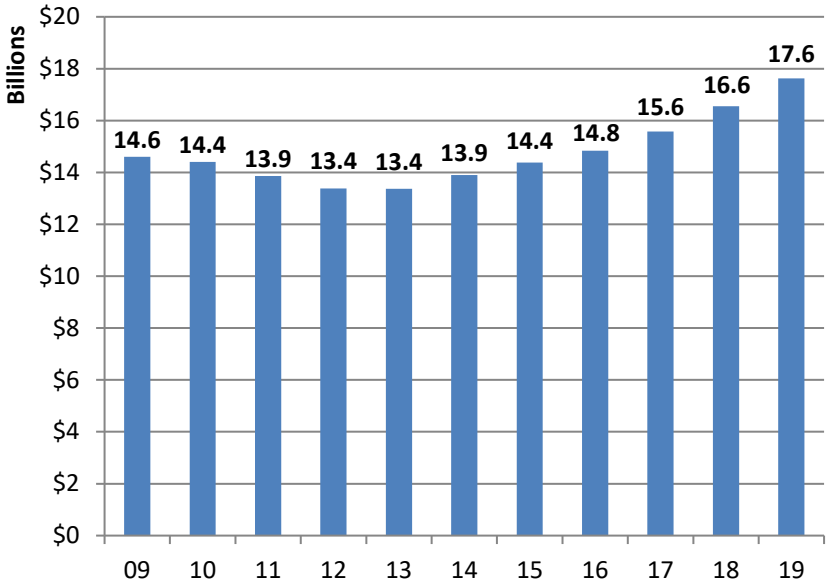
Over the past ten years, Leon County's major industries have included Government, Education and Health Services, Retail Trade, Leisure & Hospitality, and Professional and Business Services. This is attributed to the support needed for the large government and higher education infrastructure in the Tallahassee 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 employment in Government has decreased since 2008, while Professional and Business Services, Education and Health Services, and Leisure and Hospitality have increased, which reflects a somewhat more diverse economy. Trade, Transportation, and Utilities have increased slightly over the ten year period, while Construction, Manufacturing, and Information Services have decreased.

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 employment in these major industries for 2018 is an increase of nearly 5% compared to 2008.

Taxable Value

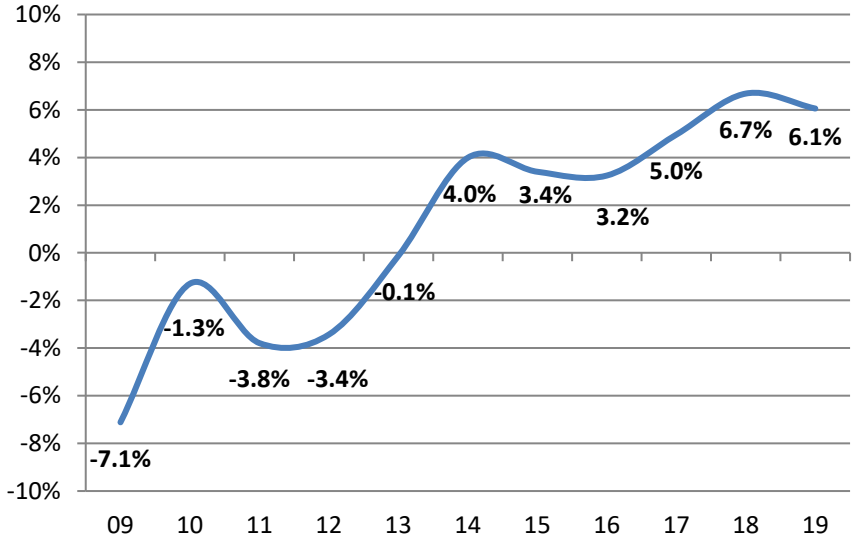


Source: Certification of Final Taxable Value, Forms DR-403v 2018 figures based on DR-420 Taxable Values provided by Leon County Property Appraiser (July 1, 2019)

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 6.27% from 2017 and Preliminary values for 2019 by 6.05% from 2018 have continued to recover to pre-recession levels.

Valuations from the prior year ending December 31 are used to develop the next year budget (i.e. 2018 valuations are used to develop the FY 2019/2020 budget).

Annual Percentage Change in Taxable Value



Source: Certification of Final Taxable Value, Forms DR-403v 2018 figures based on estimated Taxable Values provided by Leon County Property Appraiser (July 1, 2019)

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

In 2014, taxable value finally saw an increase over the preceding year of 4% indicating an improving property market. Taxable values decreased 3.4% in 2015 and 3.2% in 2016. Taxable value increased 5.0% in 2017 and 6.7% in 2018. July 1 valuations showed values continued to increase in 2019 by 6.1% which is slightly less than the 6.7% last year.

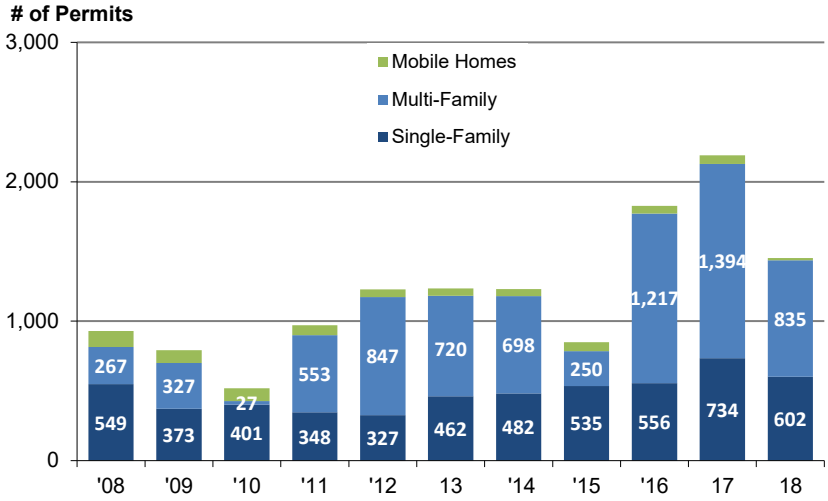
Principal Taxpayers

2017			2018		
Name	**Total Taxable Value**	**Total Taxes**	**Name**	**Total Taxable Value**	**Total Taxes**
Smith Interest General Partnership	$145,919,509	$2,800,122	Smith Interest General Partnership	$149,365,462	$2,818,015
Embarq Florida Inc./ Centurylink	$108,719,078	$2,082,342	Embarq Florida Inc./ Centurylink	$90,341,344	$1,710,238
Capital Regional Medical Center	$72,330,423	$1,411,071	Capital Regional Medical Center	$74,440,284	$1,420,290
Florida Gas Transmission Company, LLC	$80,985,667	$1,258,288	Florida Gas Transmission Company, LLC	$81,170,427	$1,242,368
District Joint Venture, LLC	$60,523,804	$1,170,626	District Joint Venture, LLC	$61,822,934	$1,192,639
DRA CRT Tallahassee Center, LLC	$56,198,841	$1,097,153	DRA CRT Tallahassee Center, LLC	$55,859,622	$1,077,599
Campus Investors FSU 444	$46,965,660	$916,896	Wal-Mart Stores, Inc.	$51,734,062	$960,147
Wal-Mart Stores, Inc.	$51,907,520	$902,746	Comcast Cablevision	$51,244,016	$945,623
Talquin Electric Cooperative	$57,551,302	$889,840	Talquin Electric Cooperative	$59,173,835	$901,788
Comcast Cablevision	$45,500,680	$884,123	Woodlands of Tallahassee, LLC	$45,517,836	$878,094
Total	**$726,602,484**	**$13,413,207**		**$720,699,822**	**$13,146,801**

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

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

Residential Building Permits

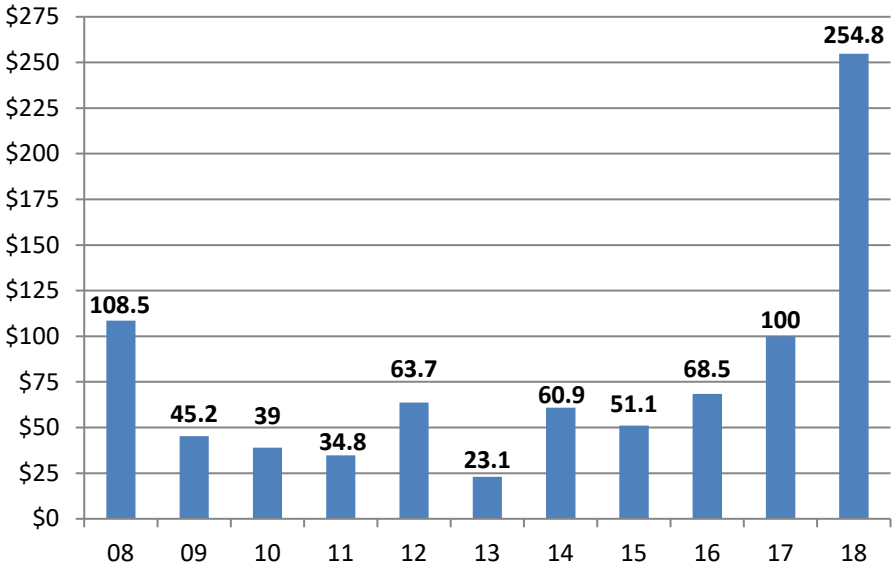


Source: Tallahassee-Leon County Office of Economic Vitality, 2018 Statistical Digest.

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 remained steady while Multi-Family permits have seen declining numbers from 2017 to 2018.

Residential building permits in 2017 reached the highest annual total since 2007 due to new construction permits for The Lumberyard, Players Club, Stadium Enclave, Quantum on West Call, College Town Phase III and Lullwater. Residential permitting in 2018 reflects permitting levels returning to a normal level after the large increases during the post-recession activity in 2016 and 2017.

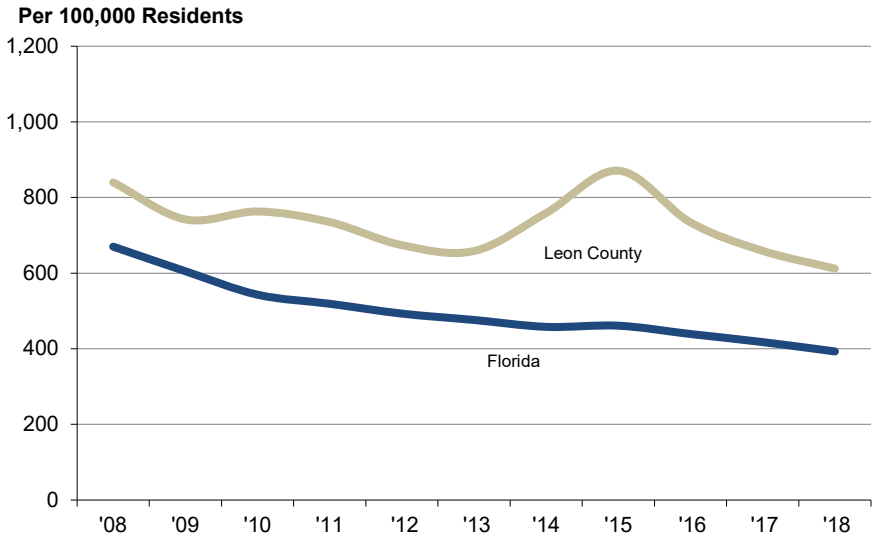
Value of Commercial Permits



Source: Tallahassee-Leon County Office of Economic Vitality, 2018 Statistical Digest.

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

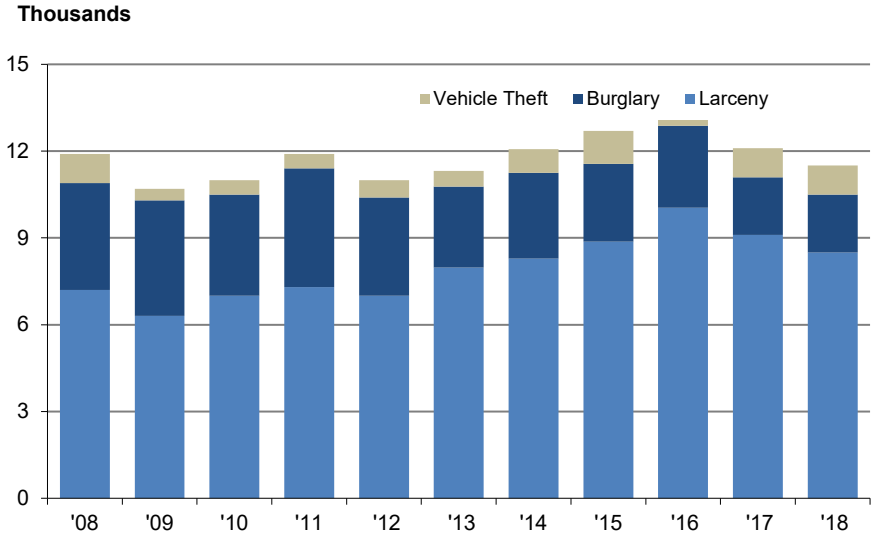
Violent Crime Rate



Source: Florida Statistical Analysis Center, FDLE

Violent Crime consists of murder, sex offenses, robbery and aggravated assault. The 2018 rates saw a 7.1% decrease from the 2017 index. The 2018 figure stands at 612.0 Violent Crimes per 100,000 residents. For comparison purposes, the state index of 393.0 saw a decrease of 5.91%. Leon County's rate has declined to the lowest rate recorded since 1993.

Crimes Against Property in Leon County

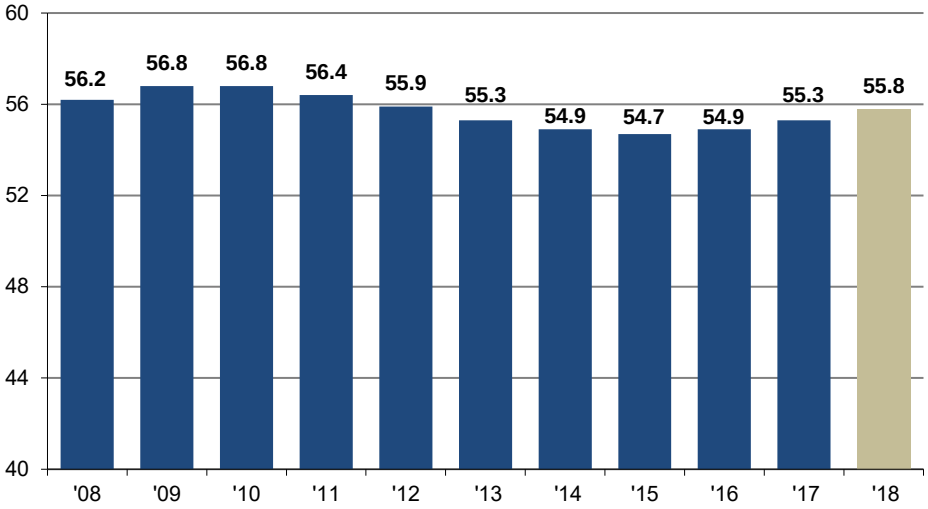


Source: Florida Department of Law Enforcement. Crime in Florida, Florida uniform crime report, 1995-2016. FDLE. Florida Statistical Analysis Center.

Generally, property crime in Leon County has fluctuated since 2006. Over a ten-year period, property crimes have average 11,788 per year. Leon County saw a 7.23% decrease in Property Crime Index between 2017 and 2018.

Homestead Parcels

Hundreds



Source: Property Appraiser, Official Tax Roll Certification, 2/14/19

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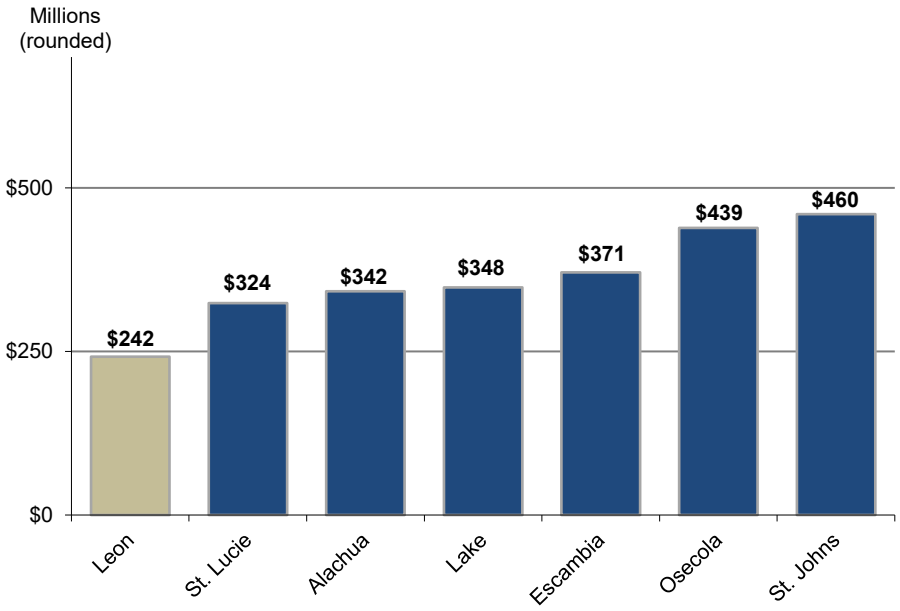
Homestead parcels showed consistent growth between 2002 and 2010, with parcels peaking at 56,829. Beginning with the recession, homestead parcels declined to 54,745 in 2015. Since 2016 homestead parcels have gradually increased but are still down 643 or 1.91% from pre-recession levels.

Comparative Data for Like-Sized Counties

Total Net Budget (FY19)

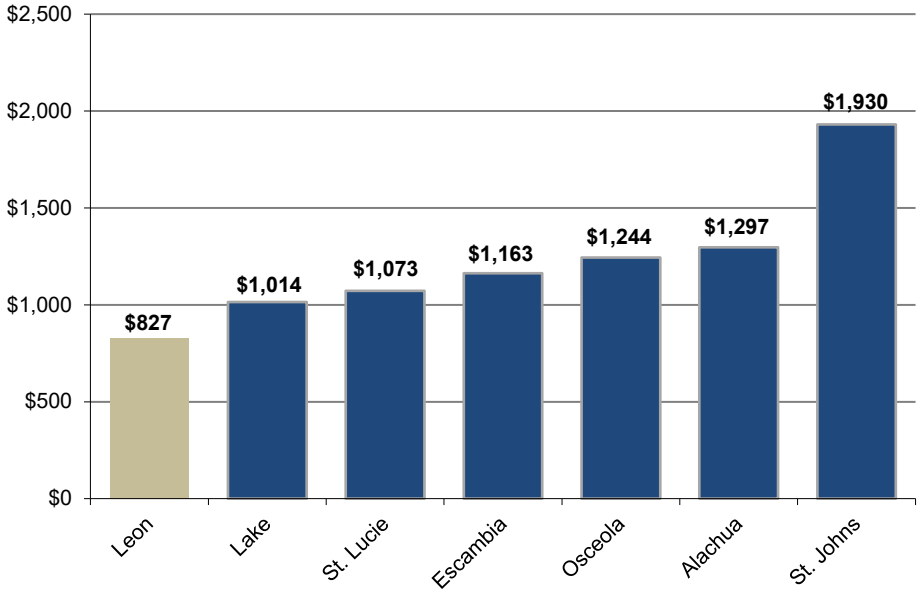


Leon County has the lowest operating budget among like-sized counties, with a net budget of $242 million. St. Lucie County's net budget is 34% higher than Leon County's.

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

Source: FY19 Leon County Office of Management and Budget Survey

Net Budget per Countywide Resident (FY19)

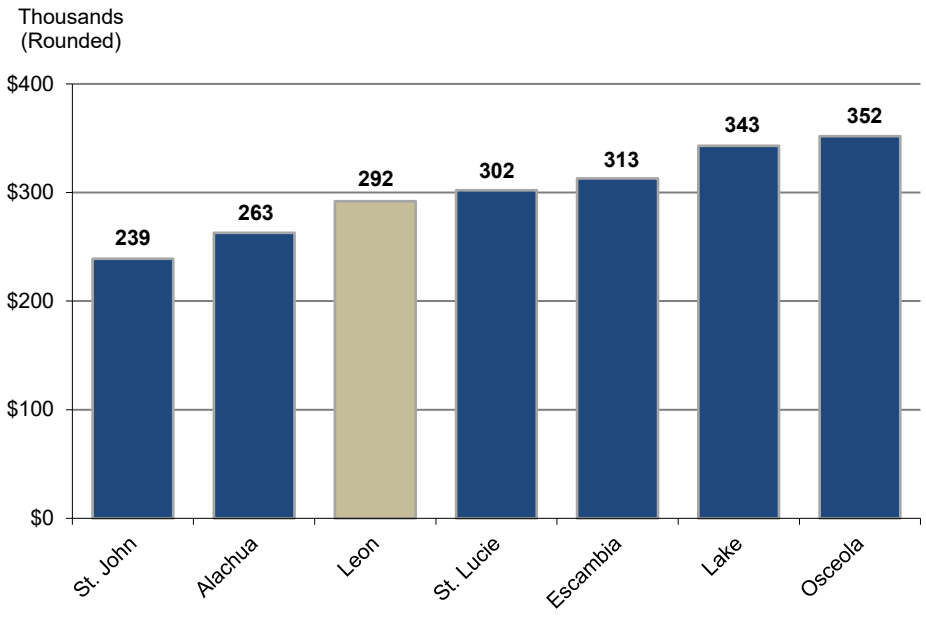


Leon County spends the least dollars per county resident of all like-sized counties. The next closest County's net budget per capita is 22% higher than Leon County's (Lake County). St. Johns County spends more than two times the amount per resident than Leon County does.

Source: Florida Office of Economic & Demographic Research, 4/22/2019 & FY19 Leon County Office of Management and Budget Survey

Comparative Data for Like-Sized Counties

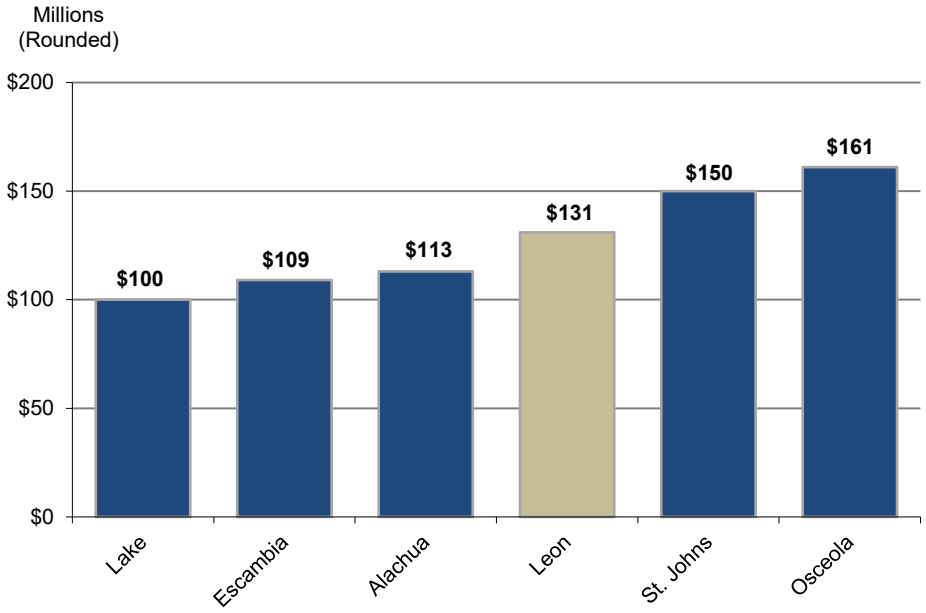
Countywide Population (2019)



Leon County Office of Economic Vitality estimated Leon County 2018 population at 292,332 residents. The selection of comparative counties is largely based on population served.

Source: Office of Economic Vitality, 4/22/2019

Anticipated Ad Valorem Tax Collections (FY19)

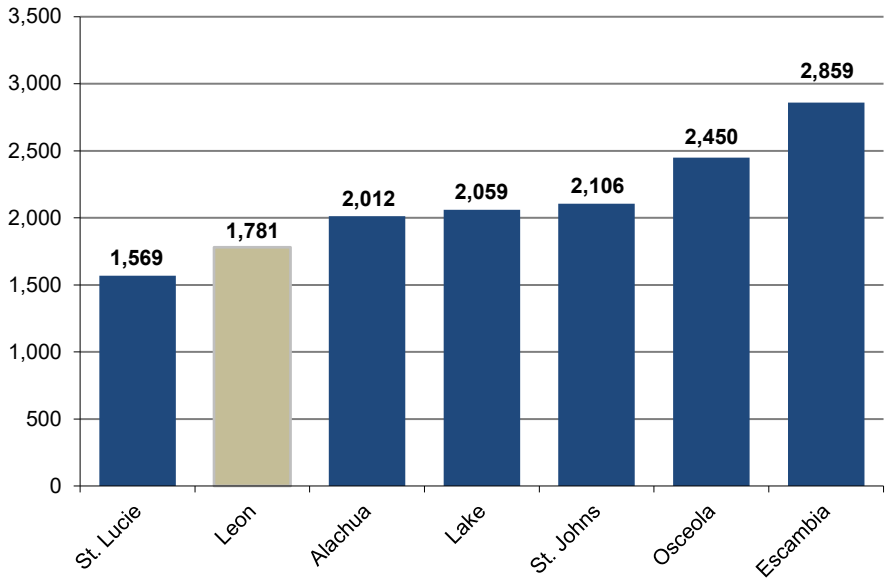


Among the like-sized counties, Leon County collects $131 million in ad valorem taxes. Leon County collects $4 million more than the mean collection ($127 million). Due to the 2008 passage of property tax reform by referendum and enabling legislative actions, ad valorem tax collections rates were significantly 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 2018 Taxable Value by County

Comparative Data for Like-Sized Counties

Total Number of County Employees (FY19)

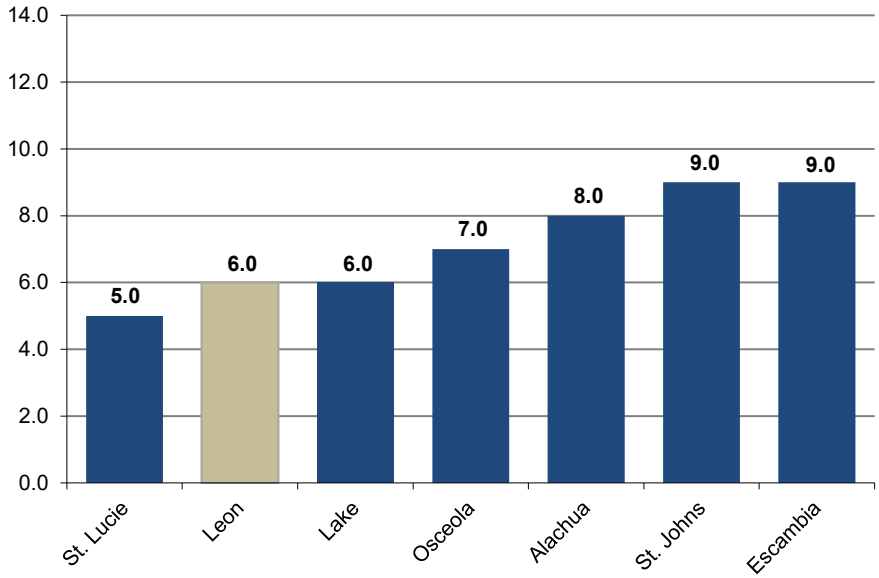


County employees consist of Board, Constitutional, and Judicial Offices. Leon County continues to rank the second lowest number of county employees among like-size counties.

All the comparable counties surveyed reported a higher number of employees than reported in FY18.

Source: FY19 Leon County Office of Management and Budget Survey

County Employees per 1,000 Residents (FY18)



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

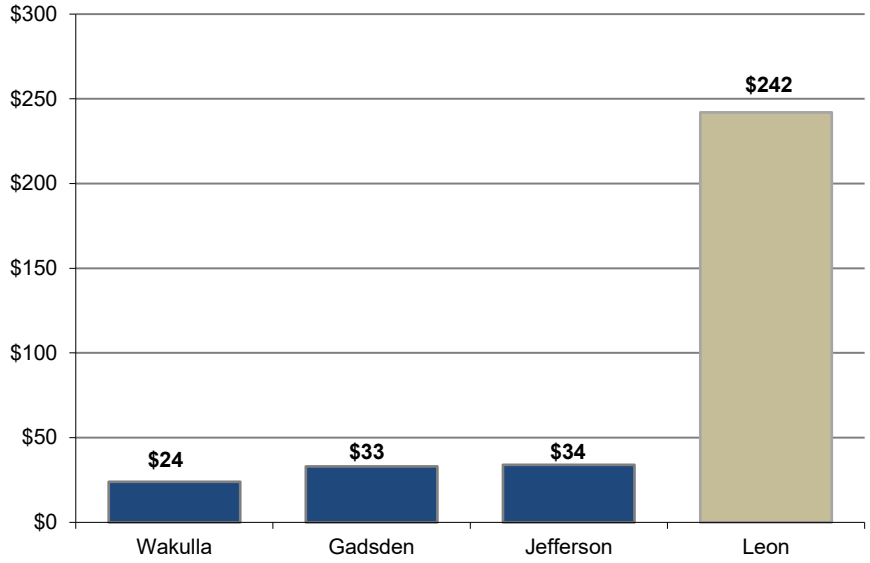
Source: University of Florida, Bureau of Economic and Business Research, 1/4/2019 & FY19 Leon County Office of Management and Budget Survey

* Comparative Counties updated based on 2018 population estimates.
Source: University of Florida, Bureau of Economic and Business Research, 1/4/2019.

Comparative Data for Surrounding Counties

Total Net Budget (FY19)

Millions

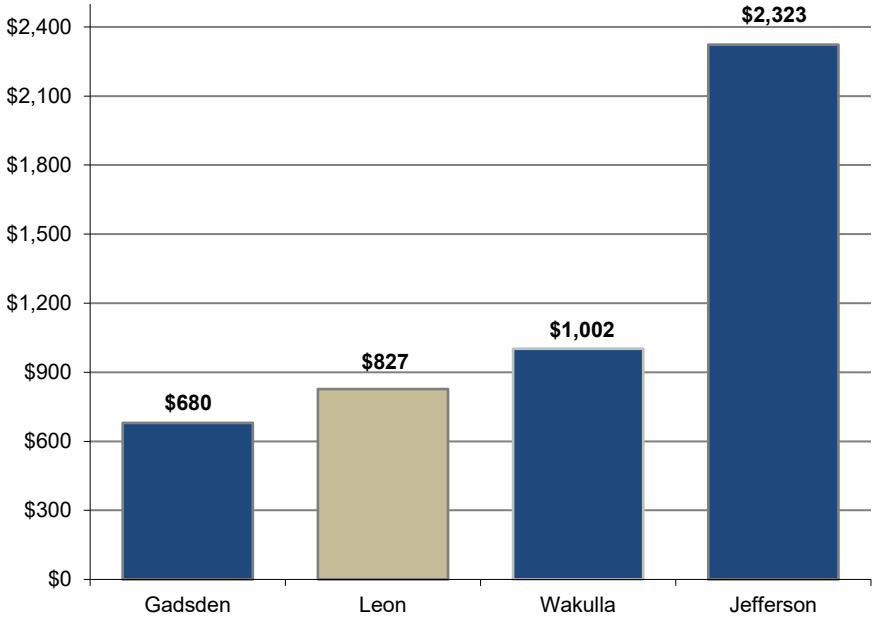


Leon County ranks highest in operating budget among surrounding counties, with a net budget of $242 million. Jefferson County ranks lowest with a net budget of $34 million.

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

Source: FY19 Leon County Office of Management and Budget Survey

Net Budget Per Countywide Resident (FY19)

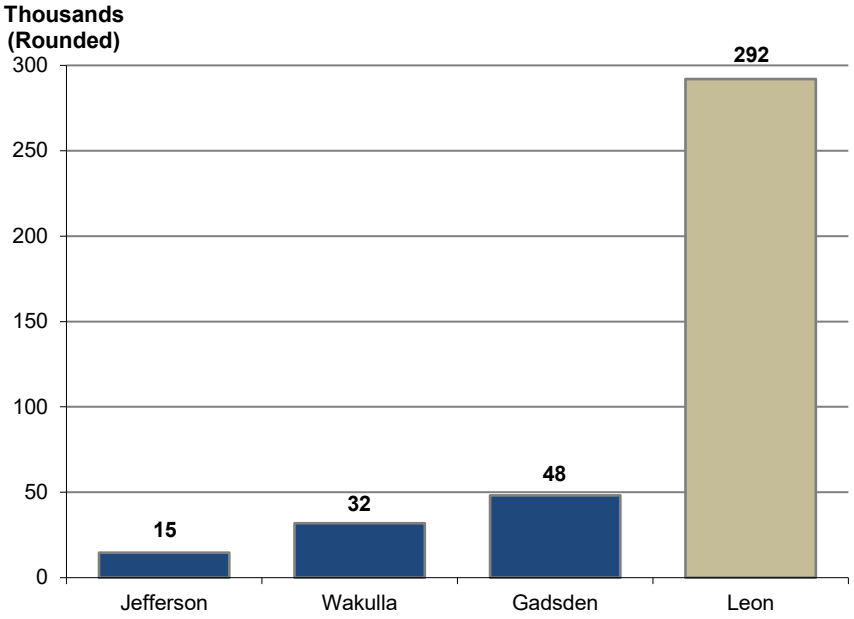


Leon County is the second lowest for dollars spent per county resident. Gadsden County spends 18% less per county resident.

Source: University of Florida: Bureau of Economic and Business Research, 1/4/2019 & FY19 Leon County Office of Management and Budget Survey

Comparative Data for Surrounding Counties

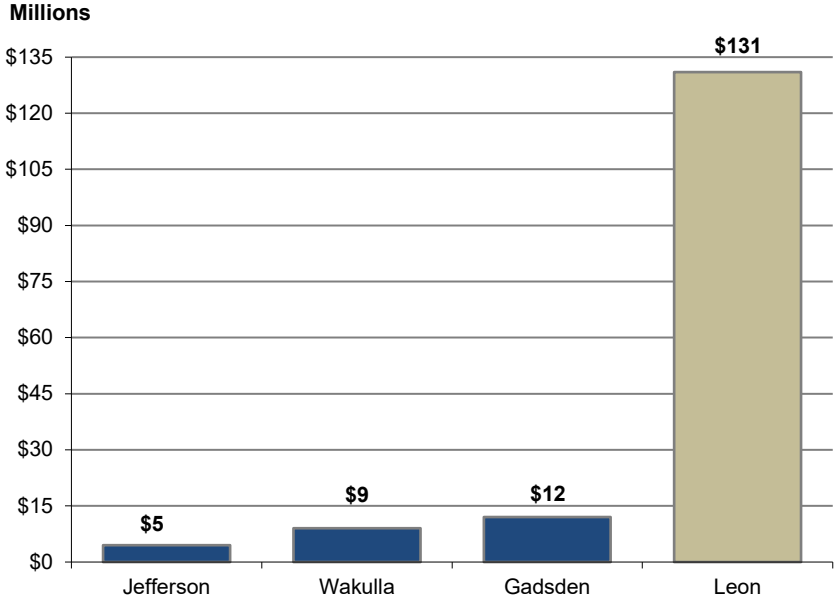
Countywide Population (2018)



The University of Florida Bureau of Economic and Business Research estimated the 2018 Leon County population at 292,322. Leon County has approximately 244,500 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 6.11% compared to Gadsden (3.10%), Wakulla (3.79%), and Jefferson (-.19%).

Source: University of Florida, Bureau of Economic and Business Research, 1/4/2019

Anticipated Ad Valorem Tax Collections (FY18)

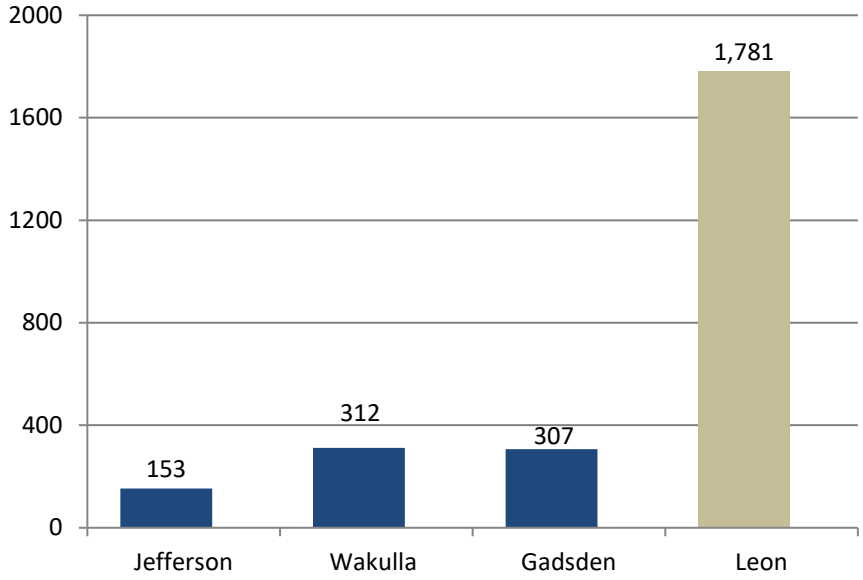


Among the surrounding counties, Leon County collects the highest amount of ad valorem taxes.

Source: Florida Department of Revenue 2018 Taxable Value by County

Comparative Data for Surrounding Counties

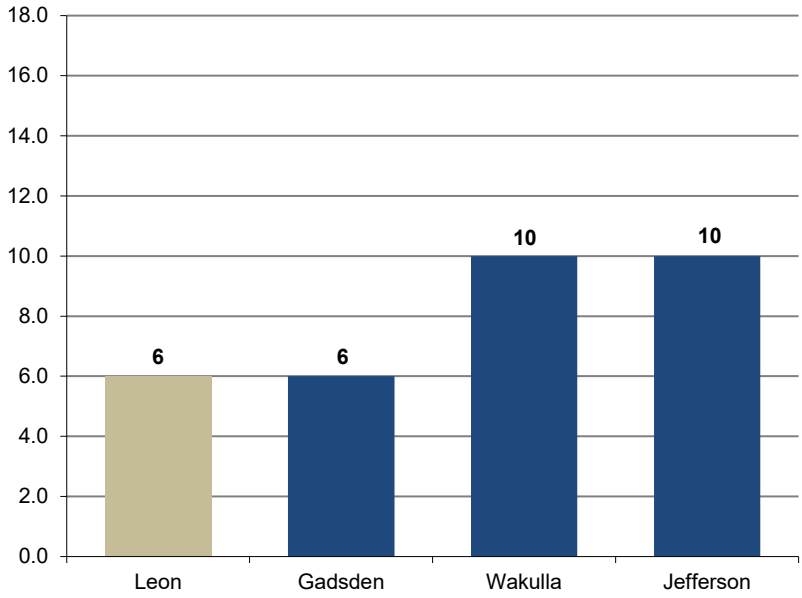
Total Number of County Employees (FY19)



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

Source: FY19 Leon County Office of Management and Budget Survey

Total County Employees per 1,000 Residents (FY19)



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, 1/4/2019 & FY19 Leon County Office of Management and Budet Survey

Net Budget per Countywide Resident

County	Net Budget Per Capita	Staff Per 1,000
Dixie County	$139	1.2
Union County	$142	0.9
Columbia County	$494	8.3
Gadsden County	$680	6.4
Seminole County	$700	3.4
Liberty County	$762	5.2
Marion County	$776	7.4
Pasco County	$793	5.1
Leon County	$827	6.1
Holmes County	$838	8.7
Clay County	$924	6.9
Calhoun County	$938	8.3
Wakulla County	$979	9.8
Citrus County	$996	7.7
Volusia County	$1,012	6.4
Lake County	$1,014	6.0
Brevard County	$1,021	6.5
Lee County	$1,061	7.1
Saint Lucie County	$1,073	5.2
Polk County	$1,076	6.5
Washington County	$1,096	8.0
Putnam County	$1,110	4.0
Sumter County	$1,118	5.5
Escambia County	$1,163	9.0
Highlands County	$1,175	8.9
Pinellas County	$1,175	5.5
Jackson County	$1,229	7.6
Osceola County	$1,244	6.9
Baker County	$1,259	2.5
Madison County	$1,276	9.3
Hernando County	$1,278	8.1
Alachua County	$1,297	7.6
Orange County	$1,330	7.9
Okaloosa County	$1,368	4.3

County	Net Budget Per Capita	Staff Per 1,000
Hardee County	$1,370	7.4
Nassau County	$1,373	9.4
Hendry County	$1,398	9.8
Sarasota County	$1,404	5.0
Suwannee County	$1,461	10.0
Taylor County	$1,501	9.0
Levy County	$1,547	4.8
Flagler County	$1,593	10.9
Hillsborough County	$1,600	7.1
Bradford County	$1,617	3.7
Glades County	$1,631	17.7
Lafayette County	$1,637	9.3
Okeechobee County	$1,640	10.2
Bay County	$1,659	8.0
Palm Beach County	$1,679	8.0
Duval County	$1,846	8.0
Indian River County	$1,856	9.6
Charlotte County	$1,870	12.0
Miami-Dade County	$1,891	9.9
St. Johns County	$1,930	8.9
Manatee County	$1,953	8.9
Broward County	$1,995	6.5
Martin County	$2,039	11.1
DeSoto County	$2,117	9.0
Gilchrist County	$2,132	11.1
Walton County	$2,296	15.3
Jefferson County	$2,323	10.4
Gulf County	$2,325	34.3
Santa Rosa County	$2,585	16.9
Franklin County	$2,689	14.4
Collier County	$2,692	10.2
Hamilton County	$2,898	10.7
Monroe County	$4,112	18.0

Notes:
1. Population data source: University of Florida, Bureau of Economic and Business Research, 1/4/2019

Percent of Exempt Property

County	%Exempt	Net Budget Per Capita	Staff Per 1,000
Walton County	10%	$2,296	15.3
Collier County	10%	$2,692	10.2
Palm Beach County	15%	$1,679	8.0
Manatee County	15%	$1,953	8.9
Martin County	15%	$2,039	11.1
Lee County	16%	$1,061	7.1
Miami-Dade County	17%	$1,891	9.9
Sarasota County	17%	$1,404	5.0
Indian River County	18%	$1,856	9.6
St. Johns County	18%	$1,930	8.9
Seminole County	18%	$700	3.4
Monroe County	18%	$4,112	18.0
Broward County	19%	$1,995	6.5
Sumter County	20%	$1,118	5.5
Nassau County	20%	$1,373	9.4
Orange County	21%	$1,330	7.9
Charlotte County	21%	$1,870	12.0
Pinellas County	21%	$1,175	5.5
Okaloosa County	21%	$1,368	4.3
Hardee County	22%	$1,370	7.4
Osceola County	22%	$1,244	6.9
Hamilton County	22%	$2,898	10.7
Hillsborough County	23%	$1,600	7.1
Bay County	23%	$1,659	8.0
Polk County	24%	$1,076	6.5
Flagler County	24%	$1,593	10.9
Suwannee County	25%	$1,461	10.0
Taylor County	25%	$1,501	9.0
DeSoto County	25%	$2,117	9.0
Saint Lucie County	25%	$2,508	5.2
Lake County	25%	$1,014	6.0
Volusia County	26%	$1,012	6.4
Okeechobee County	26%	$1,640	10.2
Pasco County	26%	$793	5.1

County	%Exempt	Net Budget Per Capita	Staff Per 1,000
Citrus County	27%	$996	7.7
Franklin County	27%	$2,689	14.4
Marion County	28%	$776	7.4
Gilchrist County	29%	$2,132	11.1
Putnam County	29%	$1,110	4.0
Clay County	29%	$924	6.9
Santa Rosa County	29%	$2,585	16.9
Madison County	30%	$1,276	9.3
Duval County	30%	$1,846	8.0
Gulf County	30%	$2,325	34.3
Escambia County	30%	$1,163	9.0
Highlands County	30%	$1,175	8.9
Washington County	31%	$1,096	8.0
Bradford County	31%	$1,617	3.7
Levy County	31%	$1,547	4.8
Calhoun County	32%	$938	8.3
Hernando County	33%	$1,278	8.1
Columbia County	34%	$494	8.3
Brevard County	35%	$1,021	6.5
Jefferson County	35%	$2,323	10.4
Leon County	36%	$827	6.1
Dixie County	38%	$139	1.2
Wakulla County	38%	$979	9.8
Jackson County	38%	$1,229	7.6
Gadsden County	40%	$680	6.4
Lafayette County	40%	$1,637	9.3
Baker County	41%	$1,259	2.5
Hendry County	41%	$1,398	9.8
Holmes County	42%	$838	8.7
Alachua County	44%	$1,297	7.6
Union County	50%	$142	0.9
Glades County	59%	$1,631	17.7
Liberty County	62%	$762	5.2

Note:
The following counties were non-responsive to survey requests: Baker, Bradford, Dixie, Duval, Gulf, Levy, Liberty, & Union. Budget Information was retrieved from their respective FY 2019 budget documents.

Total County Employees per 1,000 Residents

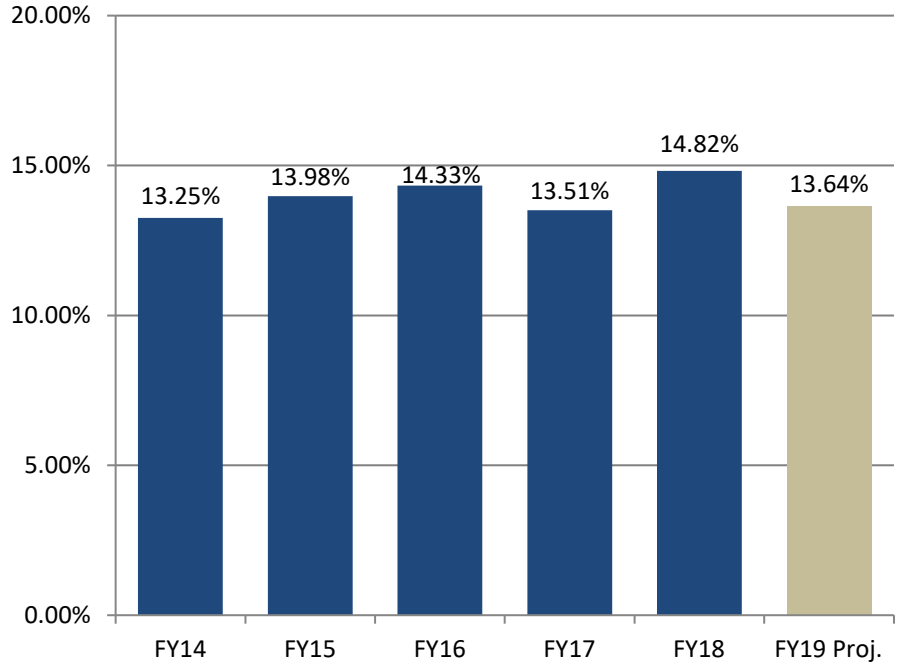
County	Staff Per 1,000	# of Employees	Population
Union County	0.9	14	15,867
Dixie County	1.2	19	16,489
Baker County	2.5	69	27,652
Seminole County	3.4	1,569	463,560
Bradford County	3.7	104	28,057
Putnam County	4.0	292	72,981
Okaloosa County	4.3	860	198,152
Levy County	4.8	196	41,054
Sarasota County	5.0	2,106	417,442
Pasco County	5.1	2,628	515,077
Liberty County	5.2	46	8,915
Saint Lucie County	5.2	1,569	302,432
Pinellas County	5.5	5,356	970,532
Sumter County	5.5	693	124,935
Lake County	6.0	2,059	342,917
Leon County	6.1	1,781	292,332
Volusia County	6.4	3,386	531,062
Gadsden County	6.4	307	47,828
Broward County	6.5	12,264	1,897,976
Polk County	6.5	4,392	673,028
Brevard County	6.5	3,809	583,563
Clay County	6.9	1,460	212,034
Osceola County	6.9	2,450	352,496
Hillsborough County	7.1	9,940	1,408,864
Lee County	7.1	5,102	713,903
Hardee County	7.4	202	27,296
Marion County	7.4	2,619	353,898
Jackson County	7.6	384	50,435
Alachua County	7.6	2,012	263,291
Citrus County	7.7	1,121	145,721
Orange County	7.9	10,652	1,349,597
Duval County	8.0	7,592	952,861
Washington County	8.0	201	25,129
Palm Beach County	8.0	11,484	1,433,417

County	Staff Per 1,000	# of Employees	Population
Bay County	8.0	1,452	181,199
Hernando County	8.1	1,507	185,604
Calhoun County	8.3	125	15,093
Columbia County	8.3	582	69,721
Holmes County	8.7	175	20,133
Highlands County	8.9	909	102,525
St. Johns County	8.9	2,122	238,742
Manatee County	8.9	3,377	377,826
Escambia County	9.0	2,859	318,560
Taylor County	9.0	200	22,283
DeSoto County	9.0	320	35,520
Lafayette County	9.3	79	8,501
Madison County	9.3	182	19,473
Nassau County	9.4	775	82,748
Indian River County	9.6	1,463	151,825
Wakulla County	9.8	312	31,943
Hendry County	9.8	388	39,586
Miami-Dade County	9.9	27,593	2,779,322
Suwannee County	10.0	450	44,879
Collier County	10.2	3,738	367,347
Okeechobee County	10.2	420	41,120
Jefferson County	10.4	153	14,733
Hamilton County	10.7	157	14,621
Flagler County	10.9	1,177	107,511
Gilchrist County	11.1	193	17,424
Martin County	11.1	1,728	155,556
Charlotte County	12.0	2,128	177,987
Franklin County	14.4	174	12,009
Walton County	15.3	1,033	67,656
Santa Rosa County	16.9	2,955	174,887
Glades County	17.7	230	13,002
Monroe County	18.0	1,328	73,940
Gulf County	34.3	566	16,499

Note: The following counties were non-responsive to survey requests: Baker, Bradford, Dixie, Duval, Gulf, Levy, Liberty, & Union. Budget Information was retrieved from their respective FY 2019 budget documents

Intergovernmental Revenue

Percent of Operating Revenue



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

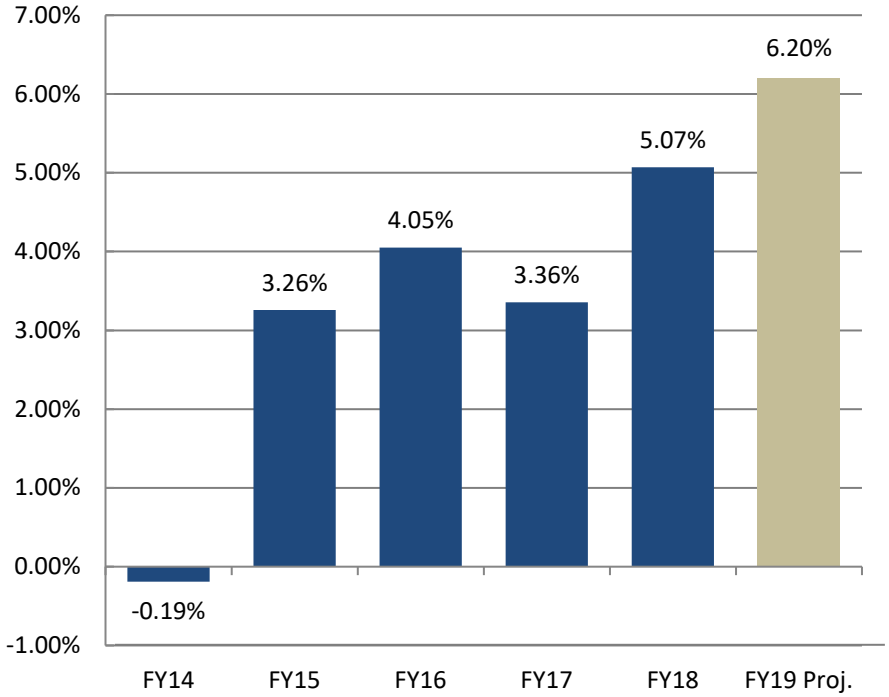
Grants are not generally included in intergovernmental revenue projections; however, grants are included in this projection and account for a significant portion of actual intergovernmental revenue. Intergovernmental revenue is expected to account for 13.64% of operating revenues, a relatively consistent amount for the fifth 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.

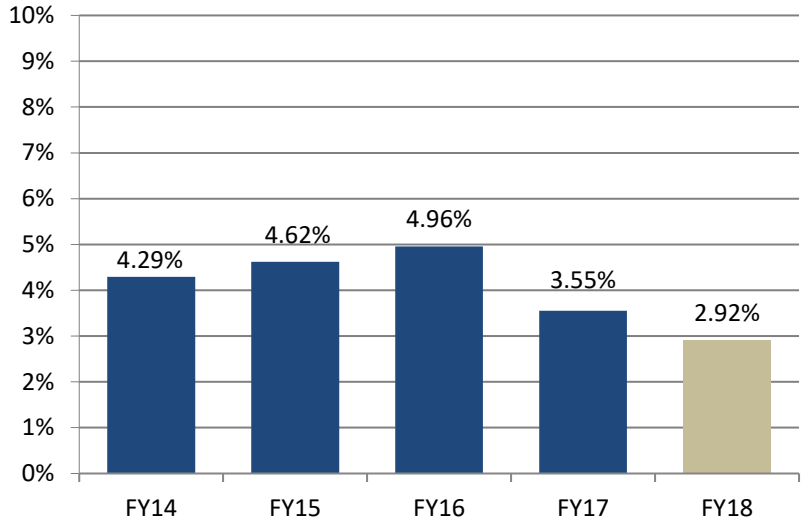
The Board maintained the 8.3144 millage rate through FY19. However, property tax revenue increased by 6.2% or $6.3 million in FY19 due to an increase in property values.

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

Source: 2018 Certification of Final Taxable Value and Statistical Digest.

Revenue Projections

Budgeted v. Actual Revenues



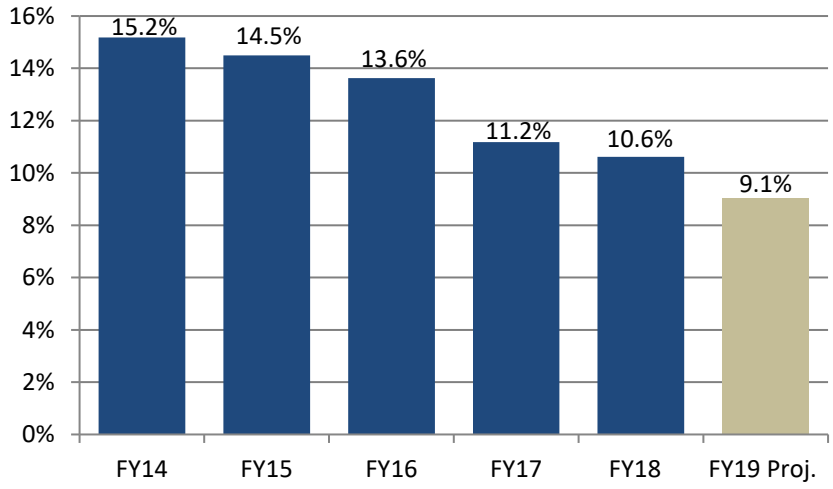
Analysis: This indicator examines the differences between actual revenues received versus budgeted revenues during the past fiscal year. Typically, actual revenues versus budgeted revenues fall in the range of plus or minus five percent.

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

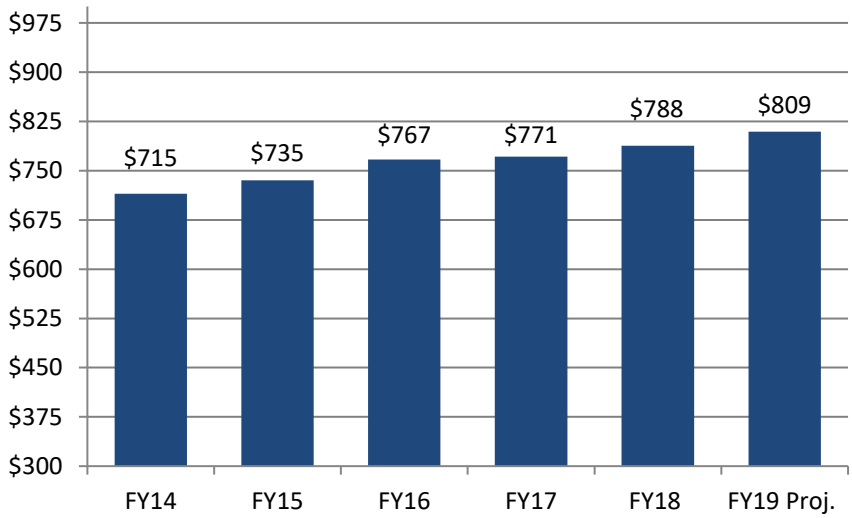
The decline from FY 2014 until today is associated with the capital budget focusing on the maintenance of infrastructure rather than new capital infrastructure coming out of the recession.

The FY19 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.

Revenue Per Capita



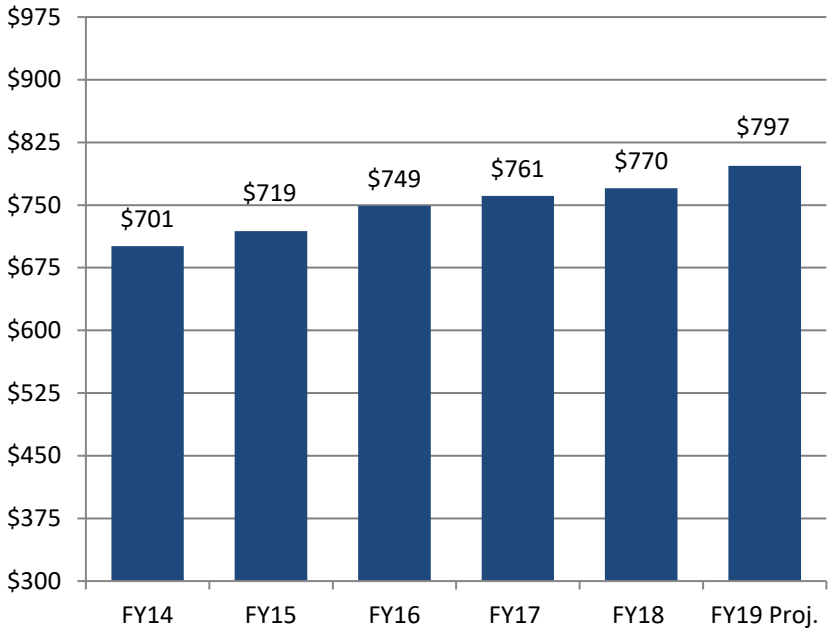
Analysis: Examining per capita revenue indicates changes in revenue relative to changes in population size. If the County's population increases, revenue will need to increase to meet the needs for services of the population. As per capita revenue decreases, it becomes difficult to maintain the existing 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 FY14 to projections for FY19.

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

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

Expenditures Per Capita

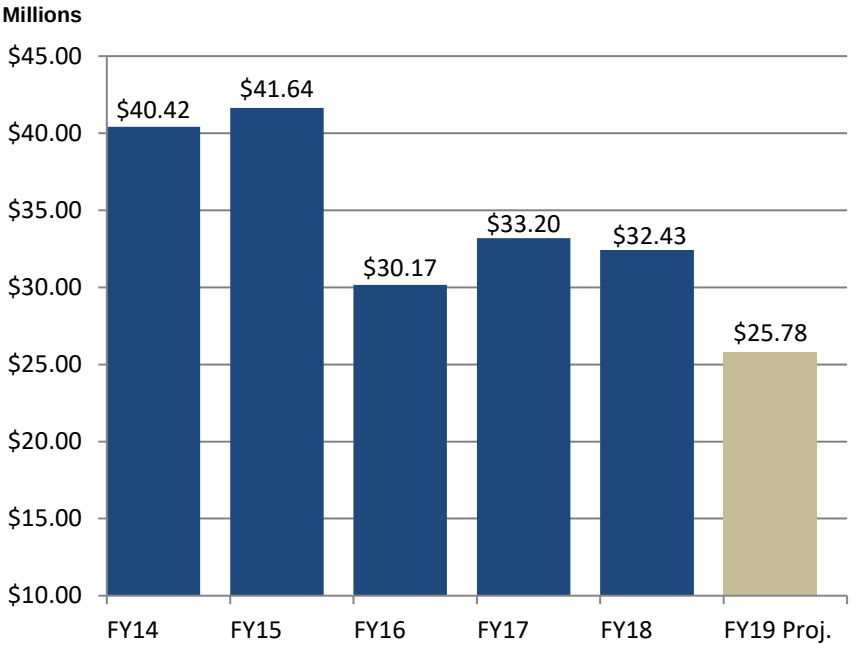


Analysis: Changes in per capita expenditures reflect changes in expenditures relative to changes in population.

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

Source: FY 2019 Expenditure Summary Report, the 2019 Statistical Digest, FY 2019 TRIM Ad and the FY 2019 Budget Summary.

General/Fine & Forfeiture Fund Balance



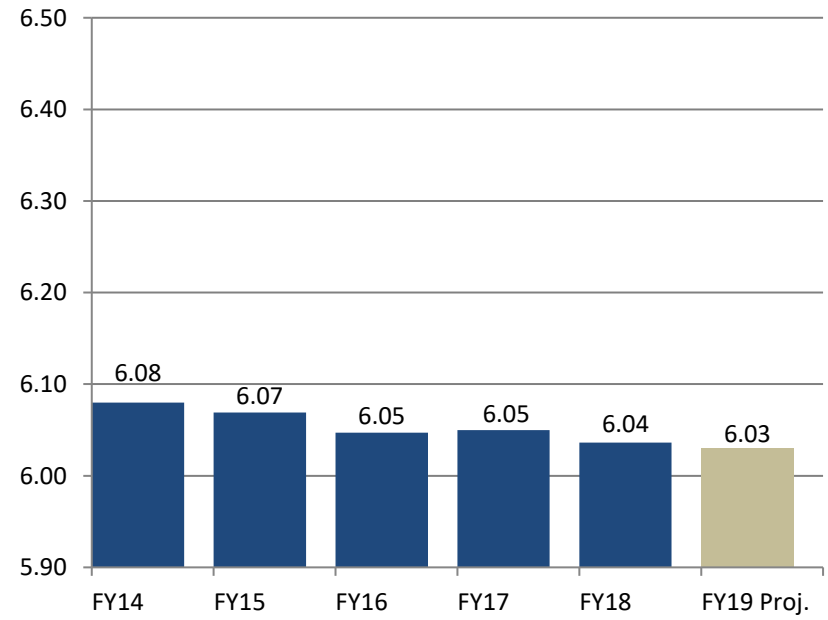
Analysis: Positive fund balances can be thought of as reserves, although the "fund balance" entries on the annual report will not always be synonymous with the funds "available for appropriation." The County's reserve policy requires fund balances to be between a minimum of 15% and a maximum of 30% of operating expenditures. 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 FY19 decrease is due to using available fund balance to pay for the $22 million in recovery costs associated with Hurricane Michael expense which will be reimbursed by FEMA. The projection includes an estimated $17 million in reimbursement or obligation by the end of the fiscal year with the remaining $5 million anticipate in FY20.

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

Source: Summary of Fund Balance and Retained Earnings, FY18 Annual Performance & Financial Report.

Employees Per Capita

Employees per 1,000 Leon County Residents



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

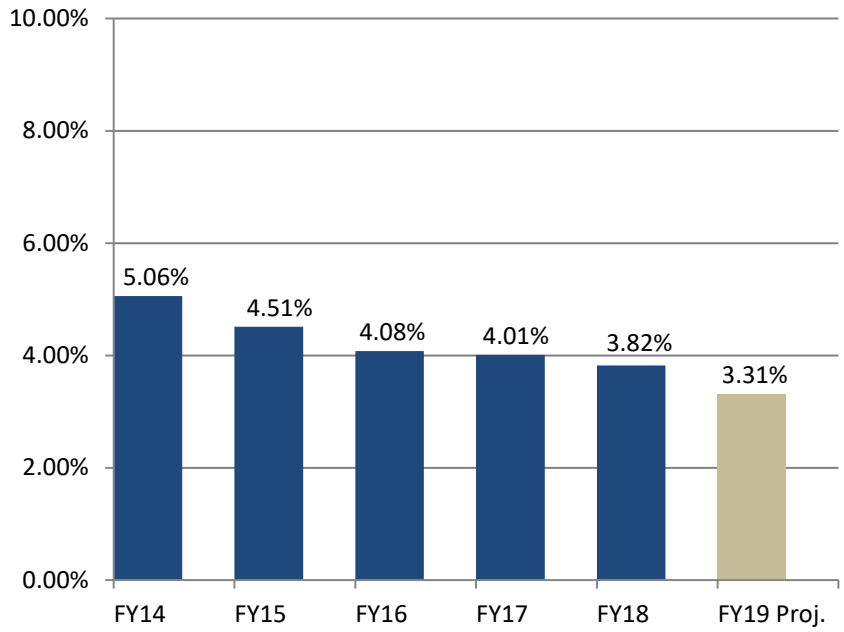
Leon County's population has continued to grow at a rate faster than that of County employees, hence the further decrease in employees per capita through 2017. FY18 has a slight due to additional 20 positions added. FY19 projects a continued decrease based on estimated population increase of 1%.

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

Source: FY18-19 Annual Budget Document and Tallahassee/Leon County Office of Economic Vitality Demographics Data.

Debt Service

Percentage of Total Operating Expenditures



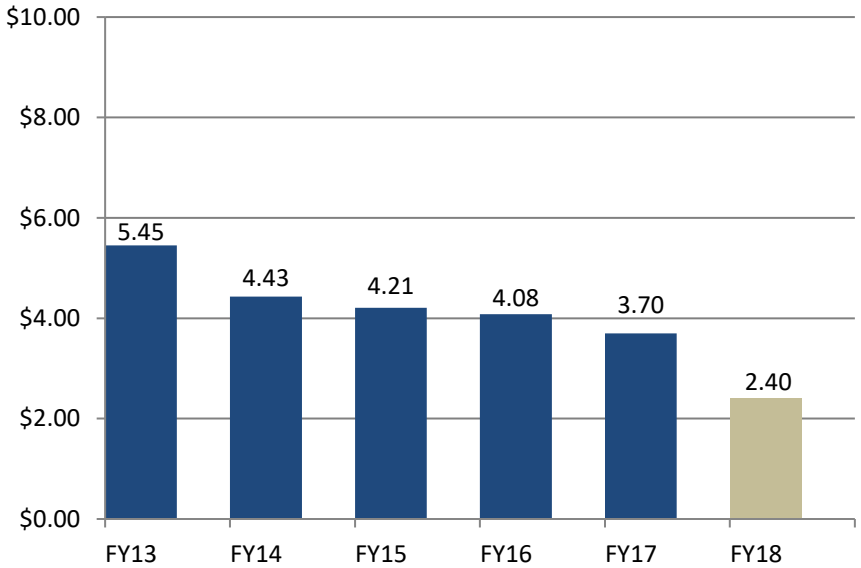
Analysis: Debt service is defined as the amount of principal and interest that a local government pays each year on net direct bonded long-term debt, plus the interest on direct short-term debt. Increasing debt service reduces expenditure flexibility by adding to the County's financial obligations. Leon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

Formula: Debt Service divided by Total Operating Expenditures.

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

Liquidity

Ratio of Current Assets to Current Liabilities



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

The International City / County Management Association (ICMA) states ratios that fall below 1:1 for more than three consecutive years is a decidedly negative indicator. The ICMA further recommends keeping this ratio above 1:1. Leon County continues to maintain a liquidity ratio above this level. The decline in the level in FY18 is due to cash outlay for two successive Hurricanes, Hermine and Irma, and the lag in reimbursement of cash for storm recovery costs from FEMA.

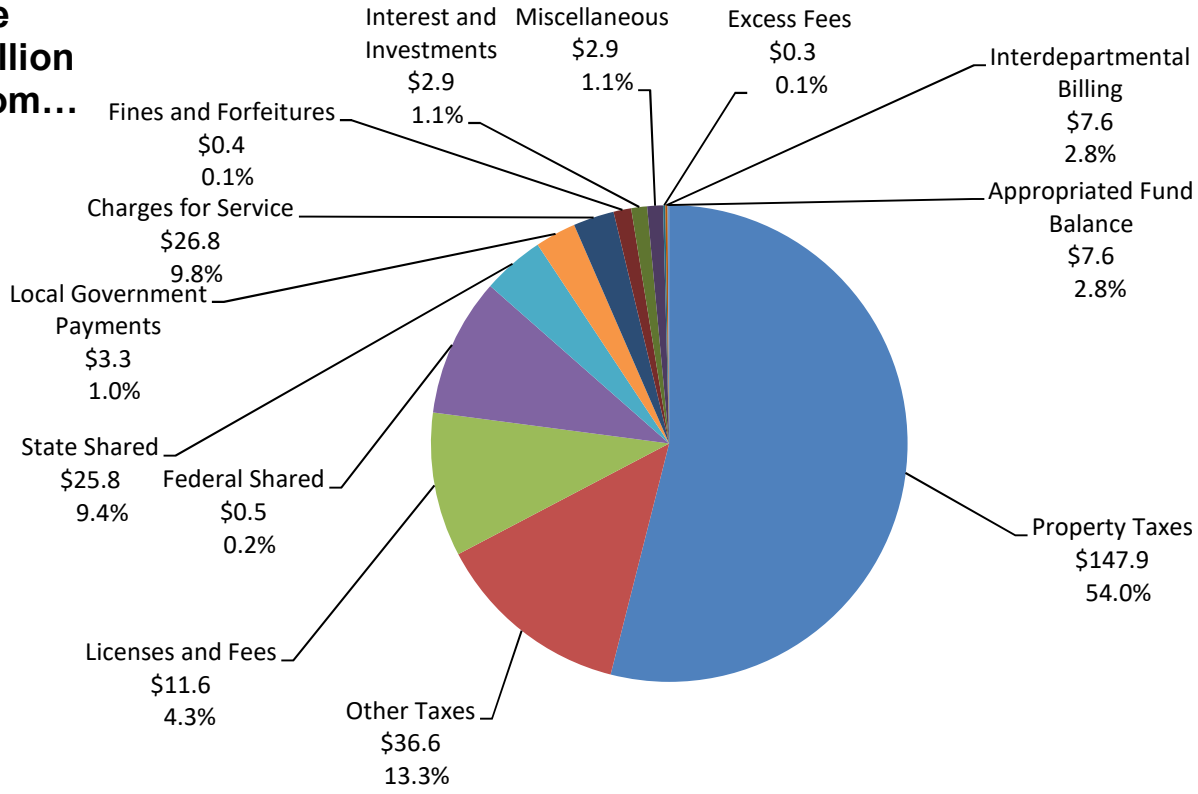
Formula: Cash and short-term investments divided by Current Liabilities

Source: FY 2019 Comprehensive Annual Financial Report

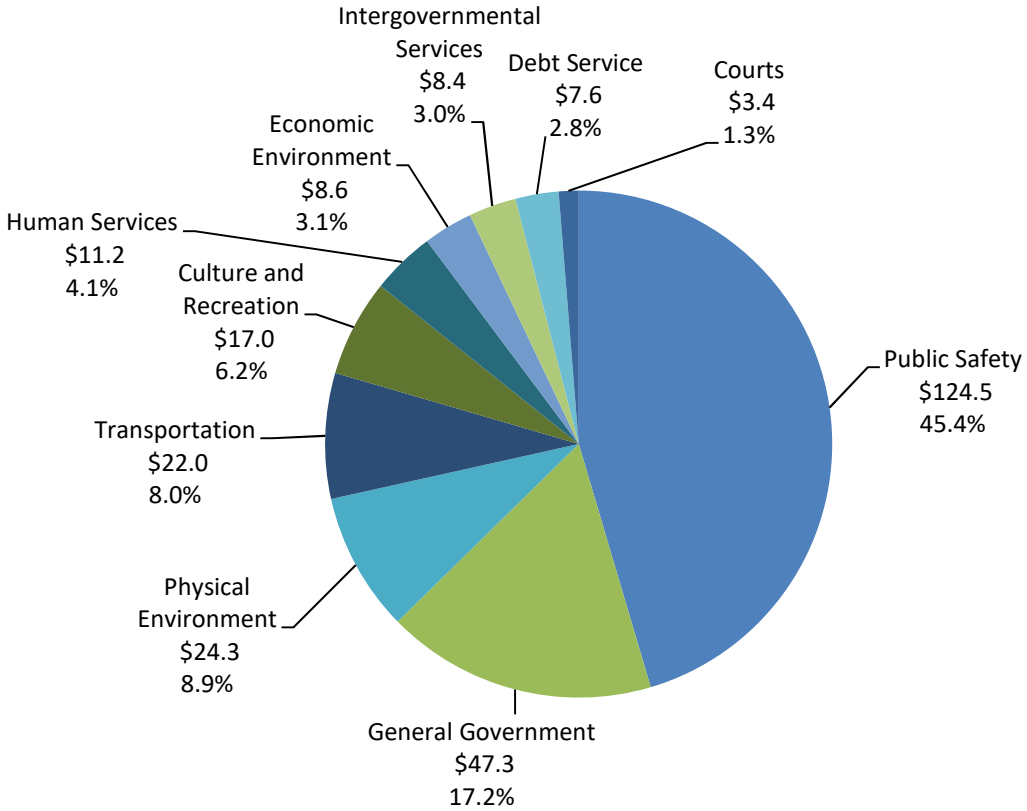
Leon County Fiscal Year 2020 Adopted Budget

Expenditure & Revenue Illustrations

Where the $274.2 million comes from…



Where the $274.2 million goes…



Leon County Fiscal Year 2020 Adopted Budget

Total Revenue By Source

	FY 2018 Actual	%	FY 2019 Adopted	%	FY 2020 Budget	%
Property Taxes						
Ad Valorem - General Fund	49,005,574		52,212,746		55,153,408	
Ad Valorem - Fine/Forfeiture Fund	76,009,969		79,060,174		84,065,518	
MSTU Ad Valorem	7,518,062		7,894,311		8,372,157	
Delinquent Taxes	248,839		315,150		317,050	
Subtotal	**132,782,444**	**52.6%**	**139,482,381**	**52.9%**	**147,908,133**	**53.9%**
Other Taxes						
Local Option Tourist Development Tax	5,879,582		5,748,892		5,898,980	
Local Option Gas Tax	8,250,062		8,216,930		8,392,680	
Sales Tax Extension	4,292,858		4,325,350		5,217,780	
Franchise Fee	223,802		343,101		226,261	
Public Service Taxes	8,473,618		9,077,474		9,157,439	
Local Communication Services Tax	3,076,592		3,268,000		2,806,300	
Non Ad Valorem Assessments	4,837,732		4,864,784		4,946,266	
Delinquent Assessments	36,353		0		0	
Subtotal	**35,070,599**	**13.9%**	**35,844,531**	**13.6%**	**36,645,706**	**13.3%**
Licenses and Fees						
Building Permits	1,765,710		1,842,050		1,930,400	
Fire Services Fees	8,217,244		7,671,611		7,976,173	
Growth Fees	1,294,377		1,550,685		1,675,230	
Subtotal	**11,277,332**	**4.5%**	**11,064,346**	**4.2%**	**11,581,803**	**4.3%**
Federal Shared						
Federal Grants	776,590		69,144		154,299	
Federal Payments in Lieu of Taxes	321,291		242,532		300,485	
Subtotal	**1,097,881**	**0.4%**	**311,676**	**0.1%**	**454,784**	**0.2%**
State Shared						
State Grants	3,647,868		572,458		462,004	
State Revenue Sharing	5,787,966		5,649,650		5,938,450	
Local 1/2 Cent Sales Tax	12,855,444		12,749,086		13,235,400	
Other State Revenues	1,619,451		1,675,601		1,678,705	
State Shared Gas & Transportation Tax	4,496,594		4,314,425		4,470,230	
Subtotal	**28,407,323**	**11.3%**	**24,961,220**	**9.5%**	**25,784,789**	**9.4%**
Local Government Payments	**5,248,804**	**2.1%**	**3,261,499**	**1.2%**	**3,302,839**	**1.0%**
Charges for Service						
General Government	742,450		860,276		758,865	
Public Safety	10,944,710		11,090,961		11,446,955	
Tipping Fees	8,285,856		7,917,030		8,522,915	
Other Physical	1,287,375		874,636		3,426,763	
Transportation	503,577		619,189		615,549	
Economic Envrionmental	1,073,157		167,323		175,000	
Cultural and Recreational	235,802		200,545		196,935	
Other Charges for Services	1,844,307		1,979,792		1,660,659	
Subtotal	**24,917,233**	**9.9%**	**23,709,752**	**9.0%**	**26,803,641**	**9.8%**
Fines and Forfeitures	**401,203**	**0.2%**	**473,505**	**0.2%**	**368,504**	**0.1%**
Interest and Investments	**1,227,777**	**0.5%**	**2,641,691**	**1.0%**	**2,936,285**	**1.1%**
Miscellaneous	**3,339,887**	**1.3%**	**3,296,338**	**1.0%**	**2,913,893**	**1.1%**
Excess Fees						
Clerk of Court	135,383		0		0	
Sheriff's Office	5,638		0		0	
Property Appraiser	128,637		0		0	
Tax Collector	663,904		300,000		300,000	
Supervisor of Elections	332,114		0		0	
Subtotal	**1,265,675**	**0.5%**	**300,000**	**0.1%**	**300,000**	**0.1%**
Interdepartmental Billing	**7,333,842**	**3.0%**	**7,273,875**	**2.8%**	**7,585,301**	**2.8%**
Appropriated Fund Balance	**0**	**0.0%**	**10,979,383**	**4.2%**	**7,616,795**	**2.8%**
TOTAL	**252,370,000**	**100%**	**263,600,197**	**100%**	**274,202,473**	**100%**

Leon County Fiscal Year 2020 Adopted Budget

Total Expenditures by Function

	FY 2018 Actual	%	FY 2019 Adopted	%	FY 2020 Budget	%
General Government						
Legislative	1,768,437		1,838,741		1,880,430	
Executive	1,408,463		1,437,858		1,276,472	
Property Appraiser	5,091,369		5,088,414		5,059,837	
Tax Collector	4,992,073		5,245,038		5,406,444	
Clerk - Finance Administration	1,670,645		1,764,742		1,845,539	
Financial & Administrative	11,415,013		12,080,774		12,656,396	
Legal Counsel	2,088,724		2,061,872		2,121,437	
Comprehensive Planning	1,352,859		1,610,160		1,582,008	
Other General Governmental Service	8,863,527		9,865,336		10,011,206	
Supervisor of Elections	4,482,531		4,118,199		5,485,288	
Subtotal	**43,133,641**	**17.0%**	**45,111,134**	**17.1%**	**47,325,057**	**17.2%**
Public Safety						
Law Enforcement	36,555,693		38,682,936		41,503,102	
Fire Control	2,678,927		8,061,611		8,366,217	
Detention And/or Correction	41,413,290		43,255,474		44,133,822	
Protective Inspections	2,377,162		2,453,859		2,585,081	
Emergency & Disaster Relief	1,320,276		1,401,945		1,611,614	
Ambulance & Rescue	20,048,469		20,407,645		20,905,993	
Medical Examiner	1,793,967		792,822		540,441	
Other Public Safety	4,236,283		4,753,068		4,856,711	
Subtotal	**110,424,067**	**43.5%**	**119,809,360**	**45.5%**	**124,502,981**	**45.4%**
Physical Environment						
Garbage/Solid Waste Control	12,262,838		10,601,548		11,480,478	
Sewer/Wastewater Services	3,230,907		232,500		232,500	
Conservation & Resource Management	4,013,144		4,688,382		5,114,714	
Flood Control	4,348,838		4,817,727		4,853,647	
Other Physical Environment	2,646,707		2,528,352		2,590,004	
Subtotal	**26,502,434**	**10.4%**	**22,868,509**	**8.7%**	**24,271,343**	**8.9%**
Transportation	**21,607,309**	**8.5%**	**21,842,405**	**8.3%**	**21,960,738**	**8.0%**
Economic Enviroment						
Economic Environment (Summer Youth)	82,370		40,606		40,666	
Industry Development	4,719,843		4,748,096		5,232,007	
Veteran Services	518,386		358,013		371,598	
Housing & Urban Development	1,122,397		167,323		225,000	
Other Economic Environment	2,844,168		2,277,443		2,733,540	
Subtotal	**9,287,164**	**3.7%**	**7,591,481**	**2.9%**	**8,602,811**	**3.1%**
Human Services	**10,022,119**	**3.9%**	**10,675,006**	**4.0%**	**11,179,440**	**4.1%**
Culture and Recreation						
Libraries	6,885,372		7,265,086		7,280,120	
Parks & Recreation	6,424,384		6,711,618		8,397,995	
Cultural Services	1,025,814		1,572,625		1,318,462	
Subtotal	**14,335,570**	**5.6%**	**15,549,329**	**5.9%**	**16,996,577**	**6.2%**
Debt Service	**8,052,098**	**3.2%**	**7,575,318**	**2.9%**	**7,569,535**	**2.8%**
Intergovernmental Services						
Intragovernmental Services	752,172		1,253,622		1,357,168	
Motor Pool	2,797,870		2,727,544		2,901,058	
Grants Program	1,702		91,787		91,787	
Insurance Program	3,450,053		3,158,815		3,578,743	
Budgeted Contingency	585,131		2,491,658		421,378	
Subtotal	**7,586,928**	**3.0%**	**9,723,426**	**3.7%**	**8,350,134**	**3.0%**
Court Related						
Court Administration	308,744		330,425		207,609	
State Attorney	123,427		143,505		149,142	
Public Defender	149,282		161,415		169,098	
Clerk of Circuit Court	425,198		420,627		420,865	
Article V Expenses	86,787		46,040		44,505	
Guardian Ad Litem	18,918		19,942		20,710	
Other Court Related Programs	1,803,912		1,732,275		2,431,928	
Subtotal	**2,916,268**	**1.2%**	**2,854,229**	**1.0%**	**3,443,857**	**1.3%**
Totals						
Totals	**253,867,598**	**100%**	**263,600,197**	**100%**	**274,202,473**	**100%**

Leon County Fiscal Year 2020 Adopted Budget

Total Operating and Capital Expenditures by Function

	FY 2018 Actual				FY 2019 Adopted				FY 2020 Budget			
	Operating	Capital	Total	%	Operating	Capital	Total	%	Operating	Capital	Total	%
General Government Services												
Legislative	1,768,437	-	1,768,437		1,838,741	-	1,838,741		1,880,430	-	1,880,430	
Executive	1,408,463	-	1,408,463		1,437,858	-	1,437,858		1,276,472	-	1,276,472	
Property Appraiser	5,091,369	-	5,091,369		5,088,414	-	5,088,414		5,059,837	-	5,059,837	
Tax Collector	4,992,073	-	4,992,073		5,245,038	-	5,245,038		5,406,444	-	5,406,444	
Clerk - Finance Administration	1,670,645	-	1,670,645		1,764,742	-	1,764,742		1,845,539	-	1,845,539	
Financial & Administrative	11,330,745	84,268	11,415,013		12,048,774	32,000	12,080,774		12,656,396	-	12,656,396	
Legal Counsel	2,088,724	-	2,088,724		2,061,872	-	2,061,872		2,121,437	-	2,121,437	
Comprehensive Planning	1,352,859	-	1,352,859		1,610,160	-	1,610,160		1,582,008	-	1,582,008	
Other General Governmental Service	4,768,487	4,095,040	8,863,527		4,705,948	5,159,388	9,865,336		4,672,293	5,338,913	10,011,206	
Supervisor of Elections	4,482,531	-	4,482,531		4,118,199	-	4,118,199		5,485,288	-	5,485,288	
Subtotal	**38,954,333**	**4,179,308**	**43,133,641**	**17.0%**	**39,919,746**	**5,191,388**	**45,111,134**	**17.1%**	**41,986,144**	**5,338,913**	**47,325,057**	**17.2%**
Public Safety												
Law Enforcement	36,555,693	-	36,555,693		38,682,936	-	38,682,936		41,373,102	130,000	41,503,102	
Fire Control	2,648,012	30,915	2,678,927		8,061,611	-	8,061,611		8,366,217	-	8,366,217	
Detention and/or Correction	38,934,418	2,478,872	41,413,290		40,360,521	2,894,953	43,255,474		42,120,322	2,013,500	44,133,822	
Protective Inspections	2,377,162	-	2,377,162		2,453,859	-	2,453,859		2,585,081	-	2,585,081	
Emergency & Disaster Relief	1,320,276	-	1,320,276		1,401,945	-	1,401,945		1,611,614		1,611,614	
Ambulance & Rescue	18,820,010	1,228,459	20,048,469		19,022,645	1,385,000	20,407,645		19,578,993	1,327,000	20,905,993	
Medical Examiner	480,998	1,312,969	1,793,967		460,225	332,597	792,822		540,441	-	540,441	
Other Public Safety	4,199,080	37,203	4,236,283		4,703,068	50,000	4,753,068		4,856,711	-	4,856,711	
Subtotal	**105,335,649**	**5,088,418**	**110,424,067**	**43.5%**	**115,146,810**	**4,662,550**	**119,809,360**	**45.5%**	**121,032,481**	**3,470,500**	**124,502,981**	**45.4%**
Physical Environment												
Garbage/Solid Waste Control	9,139,498	3,123,340	12,262,838		10,035,758	565,790	10,601,548		11,183,081	297,397	11,480,478	
Sewer/Wastewater Services	302,192	2,928,715	3,230,907		232,500	-	232,500		232,500	-	232,500	
Conservation & Resource Management	3,983,428	29,716	4,013,144		4,538,382	150,000	4,688,382		4,664,714	450,000	5,114,714	
Flood Control	3,264,959	1,083,879	4,348,838		3,802,344	1,015,383	4,817,727		3,805,397	1,048,250	4,853,647	
Other Physical Environment	1,921,469	725,238	2,646,707		1,512,969	486,780	2,528,352		2,103,224	486,780	2,590,004	
Subtotal	**18,611,546**	**7,890,888**	**26,502,434**	**10.4%**	**20,121,953**	**2,217,953**	**22,868,509**	**8.7%**	**21,988,916**	**2,282,427**	**24,271,343**	**8.9%**
Transportation												
Road & Street Facilities	12,924,364	8,682,945	21,607,309		14,027,210	7,815,195	21,842,405		14,142,880	7,817,858	21,960,738	
Subtotal	**12,924,364**	**8,682,945**	**21,607,309**	**8.5%**	**14,027,210**	**7,815,195**	**21,842,405**	**8.3%**	**14,142,880**	**7,817,858**	**21,960,738**	**8.0%**
Economic Environment												
Economic Environment (Summer Youth)	82,370		82,370		40,606	-	40,606		40,666	-	40,666	
Industry Development	4,645,359	74,484	4,719,843		4,648,096	100,000	4,748,096		5,232,007	-	5,232,007	
Community Redevelopment/Housing	4,484,951	-	4,484,951		2,802,779	-	2,802,779		3,330,138	-	3,330,138	
Subtotal	**9,212,680**	**74,484**	**9,287,164**	**3.7%**	**7,491,481**	**100,000**	**7,591,481**	**2.9%**	**8,602,811**	**-**	**8,602,811**	**3.1%**
Human Services	**10,022,119**	**-**	**10,022,119**	**3.9%**	**10,675,006**	**-**	**10,675,006**	**4.0%**	**11,179,440**	**-**	**11,179,440**	**4.1%**
Culture and Recreation												
Libraries	6,831,416	53,956	6,885,372		7,215,086	50,000	7,265,086		7,230,120	50,000	7,280,120	
Parks & Recreation	4,847,297	1,577,087	6,424,384		4,948,818	1,762,800	6,711,618		5,237,995	3,160,000	8,397,995	
Cultural Services	1,025,814	-	1,025,814		1,572,625	-	1,572,625		1,318,462	-	1,318,462	
Subtotal	**12,704,527**	**1,631,043**	**14,335,570**	**5.6%**	**13,736,529**	**1,812,800**	**15,549,329**	**5.9%**	**13,786,577**	**3,210,000**	**16,996,577**	**6.2%**
Debt Service												
Redemption Of Long Term Debt	8,052,098	-	8,052,098		7,575,318	-	7,575,318		7,569,535	-	7,569,535	
Debt Service	**8,052,098**	**-**	**8,052,098**	**3.2%**	**7,575,318**	**-**	**7,575,318**	**2.9%**	**7,569,535**	**-**	**7,569,535**	**2.8%**
Intergovernmental Services												
Intragovernmental Services	752,172	-	752,172		1,253,622	-	1,253,622		1,357,168	-	1,357,168	
Motor Pool	2,797,870	-	2,797,870		2,727,544	-	2,727,544		2,901,058	-	2,901,058	
Grants Program	1,702	-	1,702		91,787	-	91,787		91,787	-	91,787	
Insurance Program	3,450,053	-	3,450,053		3,158,815	-	3,158,815		3,578,743	-	3,578,743	
Budgeted Contingency	585,131	-	585,131		2,411,003	80,655	2,491,658		324,003	97,375	421,378	
Subtotal	**7,586,928**	**-**	**7,586,928**	**3.0%**	**9,642,771**	**80,655**	**9,723,426**	**3.7%**	**8,252,759**	**97,375**	**8,350,134**	**3.0%**
Court Related												
Court Administration	308,744	-	308,744		330,425	-	330,425		207,609	-	207,609	
State Attorney	123,427	-	123,427		143,505	-	143,505		149,142	-	149,142	
Public Defender	149,282	-	149,282		161,415	-	161,415		169,098	-	169,098	
Clerk of Circuit Court	425,198	-	425,198		420,627	-	420,627		420,865	-	420,865	
Article V Expenses	86,787	-	86,787		46,040	-	46,040		44,505	-	44,505	
Guardian Ad Litem	18,918	-	18,918		19,942	-	19,942		20,710	-	20,710	
Other Court Related Programs	1,803,912	-	1,803,912		1,732,275	-	1,732,275		2,431,928	-	2,431,928	
Subtotal	**2,916,268**	**-**	**2,916,268**	**1.2%**	**2,854,229**	**-**	**2,854,229**	**1.0%**	**3,443,857**	**-**	**3,443,857**	**1.3%**
Totals												
Totals	**226,320,512**	**27,547,086**	**253,867,598**	**100%**	**241,191,053**	**21,880,541**	**263,600,197**	**100%**	**251,423,930**	**22,217,073**	**274,202,473**	**100%**

Programs by Function and Funding Source

General Government
General Fund: County Commission, County Administration, PLACE (Planning, 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, 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, PLACE (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), 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 2020 Adopted Budget

Department Funding Source Guide

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

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

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

Leon County Fiscal Year 2020 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
	Supervisor of Elections	060 - Supervisor of Elections**
	Tax Collector	001 - General Fund*
		123 - Stormwater Utility*
		135 - Emergency Medical Services MSTU
		145 - Fire Services Fee
		162 - County Accepted Roadways & Drainage Systems
		164 - Special Assessment: Killearn Lakes Sewer
		401 - Solid Waste Fee*
Judicial	Court Administration	001 - General Fund*
	Other Court-Related Programs	110 - Fine and Forfeiture Fund
		114 - Family Law Legal Services
		116 - Drug Abuse Trust Fund
		117 - Judicial Programs
	State Attorney	110 - Fine and Forfeiture Fund
	Public Defender	110 - Fine and Forfeiture Fund
	Guardian Ad Litem	001 - General Fund*
Non-Operating	Fire Control	145 - Fire Services Fee
	Line Item Funding	001 - General Fund*
	Communications	001 - General Fund*
		106 - Transportation Trust*
		110 - Fine and Forfeiture Fund
		111 - Probation Services Fund
		120 - Building Inspection Fund
		121 - DSEM Fund*
		123 - Stormwater Utility*
		135 - Emergency Medical Services MSTU
		140 - Municipal Service Fund
		160 - Tourism Development Fund
		401 - Solid Waste Fee*
		502 - Communications Trust
		505 - Motor Pool

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

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

Leon County Fiscal Year 2020 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 - 911 Emergency Communications Trust
		131 - Radio Communications
		135 - Emergency Medical Services MSTU
		140 - Municipal Service Fund
		145 - Fire Services Fee
		160 - Tourism Development Fund
		165 - County Government Annex Building
		166 - Huntington Oaks Operations
		401 - Solid Waste Fee*
		505 - Motor Pool
	Risk Allocations	001 - General Fund*
		060 - Supervisor of Elections**
		106 - Transportation Trust*
		110 - Fine and Forfeiture Fund
		111 - Probation Services Fund
		114 - Teen Court
		117 - Judicial Programs
		120 - Building Inspection Fund
		121 - DSEM Fund*
		123 - Stormwater Utility*
		125 - Grants
		135 - Emergency Medical Services MSTU
		140 - Municipal Service Fund
		145 - Fire Services Fee
		160 - Tourism Development Fund
		165 - County Government Annex Building
		166 - Huntington Oaks Operations
		401 - Solid Waste Fee*
		505 - Motor Pool
	Worker's Comp Risk Management	501 - Insurance Service Fund

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

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

Leon County Fiscal Year 2020 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
		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: Killearn Lakes Sewer
Debt Service		211 - Bond Series 2012*
		222 - Debt Series 2014*
		Transfer from 165 - County Government Annex
Capital Projects		106 - Transportation Trust*
		125 - Grants
		135 - Emergency Medical Services MSTU
		120 - Building Inspection Fund
		160 - Tourism Development Fund
		162 - County Accepted Roadways & Drainage Systems
		165 - County Government Annex Building
		305 - Capital Improvements Fund
		306 - Transportation Improvements
		308 - Local Option Sales Tax
		309 - Sales Tax Extension Fund
		330 - 911 Capital Projects
		351 - Sales Tax Extension 2020 Fund
		352 - Sales Tax Extension 2020 JPA Fund
		401 - Solid Waste Fee*

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

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

Leon County Fiscal Year 2020 Adopted Budget
Expenditures By Department and Division

Board of County Commissioners

		FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
1)	County Commission	1,768,437	1,838,741	1,880,430	2.27%	1,917,716	1,956,699	1,997,483	2,040,157
		1,768,437	1,838,741	1,880,430	2.27%	1,917,716	1,956,699	1,997,483	2,040,157

1) Increase reflects County Commission costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increases in workers' compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average. The performance raises pertain to the Commission staff only. In accordance with the County Charter, Commissioner salaries are set by ordinance according to a formula established by the State of Florida.

Administration

		FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
2)	County Administration*	1,101,889	1,133,103	1,199,472	5.86%	1,233,554	1,268,817	1,305,309	1,343,079
3)	Emergency Management*	1,233,488	1,361,945	1,561,614	14.66%	1,605,754	1,652,196	1,699,905	1,749,004
4)	Human Resources*	1,204,447	1,405,087	1,509,093	7.40%	1,549,332	1,592,172	1,636,839	1,683,299
5)	Strategic Initiatives/CMR*	1,342,005	1,418,839	1,611,434	13.57%	1,600,547	1,637,107	1,675,184	1,714,845
		4,881,829	5,318,974	5,881,613	10.58%	5,989,187	6,150,292	6,317,237	6,490,227

2) *See personnel note below.

3) Increase 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 were previously budget during the year, and are now being included in the annual budget. Additional increases include $12,000 for back-up phones during emergency events as recommended in the Hurricane After Action Report.

4) *See personnel note below.

5) Increase related to moving a position from the Office of Information Technology to Community and Media Relations to create a Website Design Coordinator and other personnel costs associated with the filling of vacancies. Additional costs increase include $10,000 for the Complete Census Count to support census awareness and $15,000 for promotional activities in local media.

County Attorney's Office

		FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
6)	County Attorney*	2,088,724	2,061,872	2,121,437	2.9%	2,168,889	2,217,825	2,268,535	2,321,109
		2,088,724	2,061,872	2,121,437	2.9%	2,168,889	2,217,825	2,268,535	2,321,109

6) *See personnel note below.

Department of Public Works

		FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
7)	Engineering Services*	3,432,312	3,970,872	3,976,392	0.1%	4,089,137	4,206,443	4,328,507	4,455,585
8)	Fleet Management*	2,788,692	2,718,129	2,891,643	6.4%	2,920,449	2,949,530	2,978,880	3,008,510
9)	Operations*	10,446,907	11,801,462	11,904,276	0.9%	12,182,698	12,532,699	12,794,418	13,111,217
10)	PW Support Services*	614,484	635,167	605,428	-4.7%	620,051	635,237	651,005	667,385
		17,282,394	19,125,630	19,377,739	1.3%	19,812,335	20,323,909	20,752,810	21,242,697

7) *See personnel note, which are off-set by a decline in salary dollars due to the retirement of personnel, a reduction in overtime, and the purchase of one-time equipment costs in FY 2019.

8) Increase reflects additional fuel costs based on consumption analysis and the price per gallon of fuel, in particular diesel which is 80% of the County's vehicle consumption, and the purchase of fleet equipment.

9) Increase funding related to personnel costs, in addition to $7,000 associated with security enhancements at the Public Works Complex including monitoring and maintenance of security cameras and sensors.

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

**** Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.***

Leon County Fiscal Year 2020 Adopted Budget
Expenditures By Department and Division

Department of Development Support & Environmental Management

		FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
11)	Building Plans Review & Inspection*	1,902,799	1,889,750	1,969,134	4.20%	2,029,258	2,092,096	2,157,717	2,226,352
12)	Code Compliance Services*	415,844	501,602	533,632	6.39%	548,579	564,115	580,262	597,055
13)	Customer Engagement Services*	141,822	204,700	212,075	3.60%	219,596	227,421	235,425	243,781
14)	Development Services*	686,254	840,265	866,527	3.13%	894,997	924,687	955,665	987,997
15)	DS Support Services*	247,962	354,454	376,579	6.24%	387,869	399,605	411,805	424,483
16)	Environmental Services*	1,633,847	1,739,569	1,807,833	3.92%	1,864,081	1,922,602	1,983,478	2,046,857
		5,028,527	5,530,340	5,765,780	4.26%	5,944,380	6,130,526	6,324,352	6,526,525

11) Increase of $100,000 to contract for professional building plans review services to assist staff during peak permitting times, to ensure permit review time are met or exceeded.

12) *See personnel note below.

13) *See personnel note below.

14) Increase related to personnel costs associated with the reclassification of a Planner I position to a Planner II and an increase in OPS salaries.

15) Increase related to a reclass of an Administrative Assistance V to an Operations Analyst and other personnel costs as noted below.

16) *See personnel note below.

Department of PLACE

		FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
17)	Planning Department	728,884	973,467	1,145,289	17.7%	1,016,567	1,038,336	1,060,606	1,064,898
		728,884	973,467	1,145,289	17.7%	1,016,567	1,038,336	1,060,606	1,064,898

17) The increase of $150,000 reflects the County's share of the consulting services for the Comprehensive Plan Land Use Element update. The costs will be split funded 50/50 with the City of Tallahassee. In addition, based on the final FY 2019 reconciliation of the Planning Department expenses an increase in funding is budgeted to cover the County's share of the Planning Department per the interlocal agreement with the City of Tallahassee.

Office of Financial Stewardship

		FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
18)	Office of Management and Budget*	744,904	800,406	818,657	2.28%	839,620	861,436	884,138	907,768
19)	Purchasing*	678,467	617,901	603,731	-2.29%	622,708	642,445	662,974	684,328
20)	Real Estate Management*	264,110	344,410	400,111	16.17%	389,841	394,779	399,938	405,327
21)	Risk Management*	212,412	196,608	206,993	5.28%	211,323	215,829	220,515	225,393
		1,899,893	1,959,325	2,029,492	3.58%	2,063,492	2,114,489	2,167,565	2,222,816

18) *See personnel note below.

19) Decrease reflects position budget adjustments due the retirement of long time employees.

20) Increase reflects $25,000 for the increase in the listing agreement fees and $75,000 for demolition and debris services costs for property clean up after the County has assumed ownership of any escheated properties.

21) *See personnel note below.

Division of Tourism

		FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
22)	Tourism Development*	5,100,890	5,966,933	6,316,283	5.9%	6,427,710	6,544,234	6,663,020	6,734,161
		5,100,890	5,966,933	6,316,283	5.9%	6,427,710	6,544,234	6,663,020	6,734,161

22) Increase reflects the use of fund balance to fund the following: enhanced marketing, promotional services and additional funding for the Capital City Concert Series.

**** Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.***

Leon County Fiscal Year 2020 Adopted Budget
Expenditures By Department and Division

Office of Information and Technology

		FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
23)	Geographic Information Systems*	1,921,469	2,041,572	2,103,224	3.0%	2,154,528	2,207,812	2,263,163	2,320,696
24)	Management Information Services*	6,608,767	6,962,794	7,191,373	3.3%	7,377,555	7,567,354	7,764,366	7,965,262
		8,530,235	9,004,366	9,294,597	3.2%	9,532,083	9,775,166	10,027,529	10,285,958

23) *See personnel note below.
24) Increase of $94,500 in contractual services for County software contracts in addition to $25,000 for ADA Compliance.

Office of Library Services

		FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
25)	Library Services*	6,782,916	7,200,086	7,215,120	0.2%	7,420,935	7,635,671	7,857,041	8,087,634
		6,782,916	7,200,086	7,215,120	0.2%	7,420,935	7,635,671	7,857,041	8,087,634

25) Increase related to personnel offset by the retirement of a long time County employee.

Office of Public Safety

		FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
26)	Animal Control*	1,374,202	1,478,951	1,600,104	8.2%	1,640,664	1,682,741	1,726,288	1,771,361
27)	Emergency Medical Services*	17,207,424	17,604,362	18,049,763	2.5%	18,394,381	18,753,043	19,126,259	19,513,227
		18,581,626	19,083,313	19,649,867	3.0%	20,035,045	20,435,784	20,852,547	21,284,588

26) Increase is related to personnel costs associated with a reclass of an Administrative Assistant V to an Animal Control Officer and an increase in funding for the County's portion of the interlocal agreement with the City for funding the animal shelter.
27) Increase related to funding for the HIPPA Risk Assessment and Intermedix Billing agreement ($60,000); maintenance and repair for cardiac monitors and stretchers ($57,400); ALS Agreement with City Fire Department ($48,914); and medical supplies ($43,065), offset by the elimination of four part-time paramedic positions to create two full-time charge paramedics for a savings of $22,481.

Office of Intervention & Detention Alternatives

		FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
28)	County Probation*	1,451,651	1,585,176	1,590,954	0.4%	1,633,134	1,677,227	1,723,343	1,771,588
29)	Drug & Alcohol Testing*	126,120	154,163	170,349	10.5%	174,230	178,247	182,408	186,722
30)	Supervised Pretrial Release*	1,116,307	1,229,551	1,400,119	13.9%	1,431,829	1,468,056	1,505,796	1,545,412
		2,694,078	2,968,890	3,161,422	6.5%	3,239,193	3,323,530	3,411,547	3,503,722

28) *See personnel note below in addition to employee realignments.
29) Increase in personnel costs related to employee realignments.
30) Increase of $150,294 for the proposed new GPS/Alcohol monitoring contract.

Office of Human Services & Community Partnerships

		FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
31)	Housing Services*	1,362,895	726,426	760,596	4.70%	603,047	621,195	640,076	659,718
32)	Human Services*	7,453,186	7,699,865	8,121,160	5.47%	8,233,662	8,349,552	8,468,935	8,582,711
33)	Veteran Services*	329,351	358,013	371,598	3.79%	377,273	383,217	389,446	395,973
34)	Volunteer Services*	192,480	207,259	216,339	4.38%	222,837	229,609	236,663	244,016
		9,337,912	8,991,563	9,469,693	5.32%	9,436,819	9,583,573	9,735,120	9,882,418

31) Increase reflects an 4.5% increase in SHIP funds received from the State ($175,000) for FY 2020 and an increase of $15,000 in OPS funding for a Records Technician. The additional OPS funding will be offset from grant administrative fees.
32) Increase reflects personnel costs, a state mandated Medicaid payment increase of $234,447, and $100,000 in the Community and Human Services Partnership (CHSP) funding approved in FY19.
33) *See personnel note below.
34) Increase related to personnel costs and $3,000 for supplies related to the annual Day of Service event and $1,000 for the Volunteer Firefighter Event.

**** Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.***

Leon County Fiscal Year 2020 Adopted Budget
Expenditures By Department and Division

Office of Resource Stewardship

		FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
35)	Cooperative Extension*	383,593	433,603	429,723	-0.89%	442,506	455,672	469,232	471,146
36)	Facilities Management*	9,068,836	9,774,007	10,156,689	3.92%	10,330,592	10,511,679	10,708,083	10,877,519
37)	Office of Sustainability*	314,316	312,706	322,550	3.15%	348,448	334,590	360,987	347,654
38)	Parks and Recreation*	2,901,347	3,016,978	3,123,613	3.53%	3,225,577	3,286,496	3,352,676	3,421,979
39)	Solid Waste*	9,095,034	9,408,329	10,562,329	12.27%	10,758,508	10,961,614	11,170,439	11,389,300
		21,763,127	22,945,623	24,594,904	7.19%	25,105,631	25,550,051	26,061,417	26,507,598

35) Decrease reflects a reduction in contracted operating expenses related to the Cooperative Extension Agreement between the County and the University of Florida.

36) Increase reflects a position reclass of an Administrative Assistant IV to a Management Analyst. Additional contractual services items related to the Medical Examiner Facility security for $100,464, offset by morgue use fees charged to district counties; Utility increase of $51,228; Public Safety Complex including Building Automation Systems maintenance and upgrades for $42,500, of which 50% is reimbursed by the City of Tallahassee; fire tests and additional inspection fees for $40,000; and chiller maintenance for County facilities for $35,739. In addition, increases in the fire suppression system and security monitoring contracts for $60,000.

37) *See personnel note below.

38) Increase reflects personnel changes including the reclassification of Park Attendant to a Heavy Equipment operator; increase in the interlocal agreement with the City of Tallahassee ($59,000), mowing contract contact increase ($40,000), machinery and equipment ($6,200) and other operating increases of ($8,800).

39) Increase reflects personnel costs in addition to contractual services increases in the disposal and hauling contract of City and County refuse ($653,112) based on a negotiated increase in the hauling tip fee from $25.00 to $27.50. Additional increases in the Marpan recycling contract of ($186,000); and ($80,000) in fuel charges offset by a decrease in vehicle repair ($26,256).

Constitutional

		FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
40)	Clerk of the Circuit Court	2,095,843	2,185,369	2,266,404	3.71%	2,337,278	2,403,104	2,462,061	2,522,787
41)	Property Appraiser	5,091,369	5,088,414	5,059,837	-0.56%	5,180,406	5,284,014	5,389,694	5,497,488
42)	Sheriff	72,218,808	75,476,502	79,741,173	5.65%	83,251,093	87,268,966	91,563,251	96,153,436
43)	Supervisor of Elections	4,482,531	4,118,199	5,485,288	33.20%	4,387,139	4,575,945	4,506,075	5,783,234
44)	Tax Collector	4,992,073	5,245,038	5,406,444	3.08%	5,510,226	5,616,082	5,725,110	5,854,655
		88,880,624	92,113,522	97,959,146	6.35%	100,666,142	105,148,111	109,646,191	115,811,600

40) Contractual increase of $81,035 for financial services provided by the Clerk as part of the contract and a nominal increase in Article V funding.

41) Property Appraiser's budget was submitted with a reduction of $28,577.

42) Sheriff's budget increase is 5.65%. Additional increases include personnel costs for a total of 8 new positions: four new Road Patrol Deputy positions; one Property and Evidence Supervisor; one IT Analyst and two Crime Analysts for the Real Time Crime Center. In addition, $1.3 million in continued funding is provided for scheduled vehicle replacements. The Sheriff's current budget and prior history no longer include the Consolidated Dispatch Agency (CDA). Due to changes in the interlocal agreement, the CDA was removed from the Sheriff's budget to Leon County Government. For an accurate depiction, the budget history for this agency was realigned to the CDA as shown in line #52.

43) Increase reflects the budget associated with FY 2020 being a presidential election cycle requiring additional resources and temporary staff to conduct the additional presidential preference primary.

44) Increase reflects estimated commission payments associated with an increase in collections due to property values increasing by 6.05%. Increases also include commission payments for the MSTU, solid waste, fire, stormwater and other special assessments.

Judicial

	Department / Division	FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
45)	Court Administration	219,023	215,130	218,424	1.53%	225,389	232,650	240,221	248,119
46)	Guardian Ad Litem	21,489	22,712	23,425	3.14%	23,452	23,480	23,508	23,536
47)	Other Court-Related Programs	500,516	649,973	685,905	5.53%	550,237	561,484	564,781	576,641
48)	Public Defender	124,880	136,390	134,980	-1.03%	135,145	135,311	135,479	135,649
49)	State Attorney	112,381	133,300	132,120	-0.89%	132,255	132,392	132,530	132,669
		978,290	1,157,505	1,194,854	3.23%	1,066,478	1,085,317	1,096,519	1,116,614

45) *See personnel note below.

46) Reflects increase related to communication and phone system costs.

47) Increase related to personnel costs including moving positions previously budget in Court Administration to other Court related programs.

48) Decrease in communications related costs.

49) Decrease in communications related costs.

**** Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.***

Leon County Fiscal Year 2020 Adopted Budget
Expenditures By Department and Division

Non-Operating

	Department / Division	FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
50)	Budgeted Reserves	585,130	2,411,003	324,003	-86.56%	3,684,480	3,983,760	3,592,885	3,803,128
51)	Communications	1,202,429	1,697,092	1,477,683	-12.93%	1,900,303	1,917,763	1,935,386	1,953,173
52)	Consolidated Dispatch Agency (CDA)	2,398,046	2,774,529	2,896,461	4.39%	3,041,284	3,193,348	3,353,015	3,520,666
53)	Fire Control	2,596,721	8,036,611	8,335,217	3.72%	8,412,880	8,491,330	8,570,574	8,651,139
54)	Line Item Funding	102,482	100,000	100,000	0.00%	100,000	100,000	100,000	100,000
55)	Other Non-Operating	8,960,819	8,340,295	9,345,155	12.05%	9,521,330	9,927,733	10,161,324	10,617,220
56)	Risk Allocations	1,132,132	1,093,455	1,091,566	-0.17%	1,092,044	1,092,434	1,092,835	1,092,835
57)	Risk Financing & Workers Comp	3,419,628	3,126,368	3,538,278	13.18%	3,571,806	3,605,668	3,639,870	3,674,413
		20,397,386	27,579,353	27,108,363	-1.71%	31,324,127	32,312,036	32,445,889	33,412,574

50) As approved in the Multi-Year Fiscal Plan, the decrease reflects the appropriation of $2.093 million reserve set aside in FY 2019 in anticipation of the proposed additional property tax exemption amendment on the November 2018 ballot. In FY 2020, the $2.093 million will be appropriated to support the increase in the Supervisor of Elections budget ($1.387mil); $573,131 allocated to support the increase in the Solid Waste hauling and recycling contracts; and $135,869 to support in the increase in the transfer to the Capital Improvement Program.

51) Reflects reduction adjustment in department billings for phone and internet charges.

52) Due to changes in the interlocal agreement, the CDA was removed from the Sheriff's budget to Leon County Government. For an accurate depiction, the history was also realigned for the CDA. FY20, the increase reflects personnel costs increase for salaries dispatchers based on a market study. Additional operating increases for uniforms, training, supplies, memberships, contractual services and professional fees for ($41,495).

53) Increase costs associated with payments to the City of Tallahassee for fire services, the movement of delinquent quarterly bills in the unincorporated area to the property tax bill for collection, and new building and construction resulting in increased collection of fire assessment fees.

54) Line item funding is budgeted at level funding with continued funding for an additional five years in the amount $100,000 per year for the Homeless Shelter Relocation.

55) Increase related to the increase CRA payment in the amount of $449,000, the State Juvenile Justice Payment in the amount of $677,768 due to a significant increase in the number of juvenile detention service days, increased payment for the 800Mhz system by $131,927, offset by a decrease in funding for the Office of Economic Development of $227,755 due to only having to fund one quarter of the year until the Sales Tax 2020 funding is available after January 1, 2020.

56) Reflects a decrease in cost allocations of insurance premiums associated with property, vehicle, and general liability.

57) The budget reflects a increases in the funding for the County's self insurance workers' compensation claims payments in the amount of $400,000 due to a rise in the number of claims, and other County insurance premiums such as vehicle, excess deposit premium and general liability.

Debt Service

	Department / Division	FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
58)	Debt Service	8,052,098	7,575,318	7,569,535	-0.08%	3,268,180	3,270,062	3,271,593	3,269,753
		8,052,098	7,575,318	7,569,535	-0.08%	3,268,180	3,270,062	3,271,593	3,269,753

58) Reflects level debt service funding and the final payment on Series 2012A & Series 2012B Capital Improvement Revenue Bonds.

59)

Capital Improvement Program

Department / Division	FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
Budgeted Capital Reserves	0	80,655	97,375	20.73%	217,013	2,826,822	1,811,206	2,204,735
Engineering Services	15,048,741	10,172,545	9,663,988	-5.00%	14,958,873	10,008,465	12,725,105	12,478,005
Facilities Management	2,521,283	3,734,888	3,578,283	-4.19%	3,338,747	3,041,934	3,259,934	2,345,285
Fleet Management	3,138,427	2,967,308	2,552,545	-13.98%	4,455,750	4,065,000	3,959,000	4,273,000
Management Information Services	2,104,005	1,974,280	2,158,830	9.35%	2,181,500	2,181,500	2,056,500	2,056,500
Miscellaneous	84,268	32,000	0	-100.00%	175,000	125,000	125,000	125,000
Parks & Recreation	1,384,890	1,680,000	3,160,000	88.10%	925,000	1,350,000	825,000	1,421,440
Public Works - Operations	419,463	835,200	835,200	0.00%	835,200	835,200	835,200	835,200
Solid Waste	2,846,008	403,665	170,852	-57.67%	170,852	170,852	170,852	170,852
	27,547,085	21,880,541	22,217,073	1.54%	27,257,935	24,604,773	25,767,797	25,910,017

59) The overall capital program increased by 1.54% from FY 2019. Significant projects include: $2.80 million for Arterial/Collector/Local Road resurfacing; $2.04 million for the Detention Center; $1.6 million for Transportation and Stormwater improvements; $1.484 million for the Sidewalk Program; $1.227 million in EMS vehicle replacements; $1.40 million is included for improvements to Apalachee Regional Park; $935,334 for Building Mechanical Repair and Replacement; $942,000 for Public Works vehicle and equipment replacement; $800,000 for Chaires Park Improvements; $735,500 for Building Roof repairs and replacements; $680,580 in L.I.F.E projects from the 2020 Sales Tax Extension including Miccosukee Sense of Place, Rural Road Safety, Boat Landings, and Street Lighting; and $481,250 for design work for Maylor Road Improvements. FY 2021 increase reflects construction of Maylor Road Improvements and other large scheduled construction projects.

**** Increase reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.***

Leon County Fiscal Year 2020 Adopted Budget
Expenditures By Department and Division

Grants Administration

	Department / Division	FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
	Byrne Grant	150	0	0	0.00%	0	0	0	0
	Grant Economic Development	107,344	0	0	0.00%	0	0	0	0
	Grants Adult Drug Court	37,161	0	0	0.00%	0	0	0	0
60)	Grants Court Admin	99,799	125,000	0	-100.00%	0	0	0	0
61)	Grants EMS	58,155	60,000	60,000	0.00%	60,000	60,000	60,000	60,000
62)	Grants Housing	781,173	0	50,000	0.00%	50,000	50,000	50,000	50,000
63)	Grant LLEBG	0	40,000	40,000	0.00%	40,000	40,000	40,000	40,000
64)	Grants IDA	84,835	84,835	84,836	0.00%	86,533	88,263	90,028	91,829
65)	Grants Library	48,500	15,000	15,000	0.00%	15,000	15,000	15,000	15,000
	Grants Parks	63,839	0	0	0.00%	0	0	0	0
	Grants Public Works	179,898	0	0	0.00%	0	0	0	0
	Emergency Management	81,788	0	0	0.00%	0	0	0	0
		1,542,643	324,835	249,836	-23.09%	251,533	253,263	255,028	256,829

60) Decrease reflects change in budgeted grant dollars for Veteran's Court being transferred directly to Court Administration from the State.

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

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

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

64) Reflects funds collected for driver's education through the collection of traffic fines in the Slosberg Drivers' Education Fund which are paid to the Leon County School Board for the driver's education program.

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

Transfers

	Department / Division	FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
66)	Transfers	51,283,200	42,234,280	47,539,076	12.56%	52,924,485	53,374,766	51,962,056	54,139,164
		51,283,200	42,234,280	47,539,076	12.56%	52,924,485	53,374,766	51,962,056	54,139,164

66) Reflects an increase in transfers to the Supervisor of Elections for the presidential election cycle, to the Probation, Grant, and Radio Communications System (800 MHz) funds related to increase costs. Additional increases in transfers to the Municipal Fund for park maintenance, the Capital Improvements Fund to fund the Five-year Capital Improvement Plan, and the Solid Waste Fund related to an increase in the hauling and disposal and recycling contracts, and the proposed elimination of fees at the Rural Waste Service Centers. These increases are offset by decreases in transfers for the Transportation Improvements fund related to use of fund balance, Stormwater due to an increase in assessment revenue, and the Development Services and Environmental Management Fund due to an anticipated increase in fee revenue.

Summary Totals

	FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted	Adopted Change	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
Leon County Government	106,469,472	112,969,123	117,903,666	4.37%	120,109,982	122,780,085	125,496,809	128,194,508
Constitutional Officers	88,880,624	92,113,522	97,959,146	6.35%	100,666,142	105,148,111	109,646,191	115,811,600
Judicial	978,290	1,157,505	1,194,854	3.23%	1,066,478	1,085,317	1,096,519	1,116,614
Non-Operating	20,397,386	27,579,353	27,108,363	-1.71%	31,324,127	32,312,036	32,445,889	33,412,574
Capital	27,547,085	21,880,541	22,217,073	1.54%	27,257,935	24,604,773	25,767,797	25,910,017
Debt Service	8,052,098	7,575,318	7,569,535	-0.08%	3,268,180	3,270,062	3,271,593	3,269,753
Grants	1,542,643	324,835	249,836	-23.09%	251,533	253,263	255,028	256,829
Total Budget Net Transfers	**253,867,598**	**263,600,197**	**274,202,473**	**4.02%**	**283,944,377**	**289,453,647**	**297,979,826**	**307,971,895**

Leon County Fiscal Year 2020 Adopted Budget

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

Expenditure Summary by Category[1]	FY18 Adopted	FY19 Adopted	% Change	FY20 Budget	% Change	Reference[2]
MANDATORY						
Constitutional Officers						
Supervisor of Elections	4,259,755	4,118,199		5,485,288		FS 129.202, FS 97-107
Tax Collector	5,211,560	5,245,038		5,406,444		FL Constitution: Article VIII Section 1(d), FS 192.091(2), FS 197
Property Appraiser	5,094,412	5,088,414		5,059,837		FL Const: Article VIII Section 1(d), FS 192.091(1), FS 193.023, FS 193-194, 196, 200
Sheriff	71,452,517	75,476,503		79,741,173		FL Constitution: Article VIII Section 1(d), FS 30.49 and 30.50
Clerk of Court	2,095,843	2,185,369		2,266,404		FL Constitution: Article VIII Section 1(d), FL Constitution: Article V Section 16
Subtotal	**88,114,087**	**92,113,523**	**4.54%**	**97,959,146**	**6.35%**	
Judiciary (Article V)						
State Attorney	111,734	133,300		132,120		FL Const: Article V Sec. 14 & 17, FS 29.008
Public Defender	136,008	136,390		134,980		FL Const: Article V Sec. 14 & 18, FS 29.008
Guardian Ad Litem	22,455	22,712		23,425		FS 29.008, FS 39.8296
Court Administration	183,811	173,588		175,554		FL Constitution: Article V, FS 29.008
Legal Aid	317,769	313,019		311,404		FS 939.185(2)
Subtotal	**771,777**	**779,009**	**0.94%**	**777,483**	**-0.20%**	
Charter						
County Commission	1,703,508	1,838,741		1,880,430		FL Constitution: Article VIII Section 1(e), FS 125.01, Leon County Charter
County Attorney	2,084,538	2,061,872		2,121,437		Leon County Charter, LCL: Ch 2-Article X Section 2-503, FS 127.01
County Administrator's Office	1,062,107	1,133,103		1,199,472		Leon County Charter, LCL: Ch 2-Article X Section 2-501, F.S. 125.7
Subtotal	**4,850,153**	**5,033,716**	**3.78%**	**5,201,339**	**3.33%**	
Payments						
CRA-Payment	2,880,365	2,277,443		2,733,540		FS 163.506
Debt Service	8,057,345	7,575,318		7,569,535		FS 130
Medical Examiner	524,022	460,225		540,441		FS 406.08
Tubercular Care & Child Protection Exams	61,000	61,000		61,000		FS 392.68
Baker and Marchmen Act	638,156	638,156		638,156		FS 394.76(3)b
Medicaid & Indigent Burial	2,911,641	3,101,226		3,335,672		Med: FS 409.915, IB: FS 406.50
Tax Deed Applications	45,000	45,000		45,000		FS 197.502
Juvenile Detention Payment	877,710	900,000		1,567,768		FS 985.686
Subtotal	**15,995,239**	**15,058,368**	**-5.86%**	**16,491,112**	**9.51%**	
Transportation/Stormwater						
Public Works Support Services	604,072	635,167		605,428		
Engineering Services	3,740,274	3,970,872		3,976,392		FS 316.006(3)
Transportation Maintenance	4,393,228	4,581,710		4,674,502		FS 206.47(7), FS 206.60(2), FS 336.02(1)
Right of Way Maintenance	2,863,387	2,965,534		2,972,786		FS 337.401
Capital Project Reimbursements	(350,000)	-		-		
Stormwater Maintenance	3,265,372	3,374,244		3,373,311		LCL: Ch 10-Article VII Div. 1 & 2, FS 403.0893
Water Quality and TMDL Monitoring	-	-		-		FS 403.0885, US Code: 1342 Title 33 Chapter 26, Comp Plan: Section IV Policy No. 2.2.6
Subtotal	**14,516,333**	**15,527,527**	**6.97%**	**15,602,419**	**0.48%**	
Growth Management						
Development Services (not including Bldg Dept)	935,084	840,265		866,527		LCL: Chapter 10, FS 163.3180, FS 163.3202
Environmental Compliance	1,559,229	1,569,082		1,626,593		County Charter, LCL: Ch 10-Article IV Sec. 10, FS 380.021
Development and Environmental - Support Services	536,264	560,917		607,249		Supports functions of Fund 121
Subtotal	**3,030,577**	**2,970,264**	**-1.99%**	**3,100,369**	**4.38%**	
Other						
Veterans Services	200,327	207,113		220,698		FS 292.11
Planning	986,992	973,467		1,145,289		FS 163.3174, FS 163.3167(2)
Court House Annex	448,935	462,201		495,142		FL Constitution: Article V, FS 29.008
Property/Liability Insurance	1,131,707	1,093,455		1,091,566		
Subtotal	**2,767,961**	**2,736,236**	**-1.15%**	**2,952,695**	**7.91%**	
Solid Waste						
Transfer Station	7,114,555	7,079,329		8,315,757		FS 403.706 and Interlocal Agreement
Solid Waste Management Facility	648,231	555,284		454,849		FS 403.706 and Interlocal Agreement
Hazardous Waste	682,230	696,707		722,619		FS 403.7225, FS 403.704
Subtotal	**8,445,016**	**8,331,320**	**-1.35%**	**9,493,225**	**13.95%**	
TOTAL MANDATORY	**138,491,143**	**142,549,963**	**2.93%**	**151,577,788**	**6.33%**	

Leon County Fiscal Year 2020 Adopted Budget

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

Expenditure Summary by Category[1]	FY18 Adopted	FY19 Adopted	% Change	FY20 Budget	% Change	Reference[2]
NON-MANDATORY						
Jail Detention/Mental Health Coordination	51,422	41,542		42,870		FL Const: Article V Section 14(c), FS 29.008
Pre-Trial Release	1,186,589	1,229,551		1,400,119		Provided alternative to incarceration
Code Enforcement	283,779	499,839		515,037		Numerous Leon County Code of Laws
Economic Development	304,983	304,755		77,000		FS 951.26
Community and Media Relations	609,241	672,832		779,612		FS 125.001
Volunteer Services	198,865	207,259		216,339		FS 125.9503, County Emergency Management Plan
Parks and Recreation	3,076,060	3,016,978		3,123,613		
Cooperative Extension	455,990	433,603		429,723		FS 1004.37
Alternative Stabilization						
Mosquito Control	846,566	847,506		851,209		FS 388.161-162
Library	7,007,788	7,200,086		7,215,120		
Housing Services	578,087	559,103		585,596		FS 420.9075, FS 420.9079, FS 125.0103(7)
Health Department	237,345	237,345		237,345		FS 154.01
Animal Control	1,497,552	1,478,951		1,600,104		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	1,163,145	1,237,417		1,243,195		Provides an alternative to the County Jail
Rural Waste Service Centers	676,213	659,917		680,923		
Yard Waste	608,894	417,092		388,181		
Primary Health Care	2,021,508	1,831,620		1,828,022		FS 154.011, LCL: Ch 11-Article XVII Sec. 11
Human Svs - Sr. Outreach Progs.						
Office of Sustainability	307,686	312,706		322,550		
Strategic Initiatives	788,568	746,007		831,822		
Real Estate	302,064	299,410		355,111		
Subtotal	**22,202,345**	**22,233,519**	**0.14%**	**22,723,491**	**2.20%**	
Agreements/Payments						
Fire Department - City Payment	7,423,538	7,554,132		7,852,738		FS 125.01(1)d and Interlocal Agreement
City Payment - Parks Rec/Animal Shelter	1,327,749	1,384,178		1,443,005		Interlocal Agreement with City of Tallahassee
Subtotal	**8,751,287**	**8,938,310**	**2.14%**	**9,295,743**	**4.00%**	
Outside Agency Funding						
Council on Culture & Arts (COCA)	1,468,956	1,572,625		1,318,462		Ordinance 2006-34
Tallahassee Trust for Historic Pres.					63,175	Ordinance 2006-34
DISC Village/Juvenile Assessment Center	222,759	222,759		222,759		Ordinance 2006-34
Mission San Luis						Ordinance 2006-34
Big Brothers/Big Sisters						Ordinance 2006-34
United Partners for Human Services					23,750	Ordinance 2006-34
Whole Child Leon					38,000	Ordinance 2006-34
Dick Howser Center						Ordinance 2006-34
Trauma Center					200,000	Ordinance 2006-34
Oasis Center						Ordinance 2006-34
Keep Tallahassee Beautiful					21,375	Ordinance 2006-34
St. Francis Wildlife						Ordinance 2006-34
Economic Development Council					207,000	Ordinance 2006-34
Hope Community						Ordinance 2006-34
Mothers in Crisis						Ordinance 2006-34
Miracle League						Ordinance 2006-35
Corey Simon Success Center						Ordinance 2006-34
Team Child/Legal Aid						Ordinance 2006-34
Domestic Violence Coord. Council						Ordinance 2006-35
Kids Voting						Ordinance 2006-36
Domestic Violence Coordinating Council	25,000	25,000		25,000		
Homeless Shelter Relocation	100,000	100,000		100,000		
Subtotal	**1,816,715**	**1,920,384**	**5.71%**	**1,666,221**	**-13.24%**	
Miscellaneous						
Late Night Media						
Youth Sports Teams	-	-		-		
Human Services CHSP	1,365,720	1,370,293		1,480,524		County Policy No. 01-04
Military Grant	100,000	100,000		100,000		County Policy No. 03-18
Summer Youth Employment	40,000	40,606		40,666		
Volunteer Fire Department	482,479	482,479		482,479		
Diversionary Funding	100,000	100,000		100,000		
Southwood Prop. Share Pay. (Woodville Highway)						
Goodwood Conference Center						
Blueprint 2000	377,817	636,693		436,719		
CRTPA	122,669	-		-		
Subtotal	**2,588,685**	**2,730,071**	**5.46%**	**2,640,388**	**-3.29%**	
Event Sponsorships						
Celebrate America	2,500	2,500		-	2,500	Ordinance 2006-34
Dr. Martin Luther King Celebration	4,500	4,500		-	4,500	Ordinance 2006-34
Capital City Classic	5,000	5,000		-	5,000	Ordinance 2006-34
Community Events	15,000	15,000		15,000		
North Florida Homeless Veterans Stand Down	10,000	10,000		10,000		
NAACP Freedom Awards Banquet	-	-				Ordinance 2006-34
After School Jazz Jams	-	-		-		Ordinance 2006-34
Honor Flight	20,000	20,000		20,000		Ordinance 2006-34
Operation Thank You!	15,900	15,900		15,900		Ordinance 2006-34
New Years Eve Celebration	-	-		-		Ordinance 2006-34
Soul Santa	-	-				Ordinance 2006-34
Veterans Day Parade	5,000	5,000		5,000		Ordinance 2006-34
Subtotal	**65,900**	**65,900**	**0.00%**	**65,900**	**0.00%**	
TOTAL NON-MANDATORY	**35,424,932**	**35,888,184**	**1.31%**	**36,391,743**	**1.40%**	

Leon County Fiscal Year 2020 Adopted Budget

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

Expenditure Summary by Category[1]	FY18 Adopted	FY19 Adopted	% Change	FY20 Budget	% Change	Reference[2]
SUPPORT FUNCTIONS						
Office of Management & Budget/Risk Management	978,606	997,014		1,025,650		FS 129
Facilities Management	8,886,031	9,216,905		9,575,012		FS 29.008 Maintains County Facilities
Human Resources	1,418,564	1,405,087		1,509,093		Implement Federal and State legislation regarding employment practices
Management Information Services	6,641,127	6,962,794		7,191,373		FS 29.008 Maintains all County information systems - emails, hardware, software, etc
Purchasing	631,950	617,901		603,731		FS 274.03, FS 287, LCL: Chapter 2-Article IX Section 2.401
Geographic Information Systems	1,983,854	2,041,572		2,103,224		Interlocal Agreement with the City of Tallahassee
Non-Operating (Audit, Bank Charges, etc.)	897,604	862,159		986,387		
TOTAL SUPPORT FUNCTIONS	**21,437,736**	**22,103,432**	**3.11%**	**22,994,470**	**4.03%**	
BUDGETED RESERVES						
Salary Contingency	-	-		-		
Budgeted Contingency; all funds	566,437	2,411,003		324,003		
TOTAL BUDGETED RESERVES	**566,437**	**2,411,003**	**325.64%**	**324,003**	**-86.56%**	
TOTAL GENERAL REVENUE SUPPORTED	**195,920,248**	**202,952,582**	**3.59%**	**211,288,004**	**4.11%**	
SELF SUPPORTING AND INTERNAL SERVICES						
Building Inspection	1,902,799	1,889,750		1,969,134		Numerous FS cites - see division page
Fleet Management	2,932,906	2,718,129		2,891,643		
Risk Management - Workers Comp	3,094,658	3,126,368		3,538,278		Workers Compensation, Property, Liability Insurance
Communications Trust Fund	1,464,634	1,697,092		1,477,683		
Teen Court	75,554	70,815		71,099		FS 938.19, Ordinance 9-18, LCL: Ch 7-Article 2 Section 7-28
Drug Abuse Trust Fund	96,038	87,068		80,750		
Judicial Programs	216,601	266,138		303,402		FS 939.185, LCL: Ch 7-Article II Section 7-24
SHIP						FS 420.9073
Other Grant Related Activity	997,458	785,113		728,543		
Emergency Management Grant Match	121,155	121,155		121,221		
Emergency Management Grants	207,307	-		224,993		
9-1-1 Funding	1,181,550	1,240,790		1,215,400		FS 365.171
Consolidated Dispatch Agency (CDA)[3]	2,482,569	2,774,529		2,896,461		FS 365.171
Emergency Medical Services (EMS)	17,465,446	17,604,362		18,049,763		FS 125.01(1)e, LCL: Ch 8-Article III Section 8
Tourism Development Funding	3,983,153	4,394,308		4,997,821		
Primary Healthcare MSTU						FS 154.011, LCL: Ch 11-Article XVII Section 11
Killearn Lakes Special Assessment	232,500	232,500		232,500		Interlocal Agreement with the City of Tallahassee
800 Mhz Radio Support	1,685,926	1,509,893		1,641,820		
Huntington Oaks Plaza	86,545	94,901		86,535		
Drug & Alcohol Testing	154,222	154,163		170,349		
TOTAL SELF SUPPORTING AND INTERNAL SERVICES	**38,381,021**	**38,767,074**	**1.01%**	**40,697,395**	**4.98%**	
TOTAL OPERATING BUDGET	**234,301,269**	**241,719,656**	**3.17%**	**251,985,399**	**4.25%**	
TOTAL CAPITAL BUDGET	**19,360,201**	**21,799,886**	**12.60%**	**22,119,698**	**1.47%**	
TOTAL CAPITAL RESERVES	**62,130**	**80,655**	**29.82%**	**97,375**	**20.73%**	
GRAND TOTAL	**253,723,600**	**263,600,197**	**3.89%**	**274,202,473**	**4.02%**	

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

Major Revenues

(FY 2020 Revenue Estimates projected in Millions at 95%)

AD VALOREM PROPERTY TAXES ($138.81)
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 ($6.90)
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 ($1.49)
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 ($4.38)
Tax derived from the County Fuel Tax and the Constitutional Gas Tax. These revenues are all restricted to transportation related expenditures.

ENVIRONMENTAL PERMITS ($1.71)
Environmental Permit Fees are derived from development projects for compliance with stormwater, landscape, tree protection, site development and zoning, and subdivision regulations.

BUILDING PERMITS ($1.98)
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 ($4.54)
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 ($13.20)
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 ($3.33)
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 ($9.16)
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 ($5.82)
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 ($5.92)
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; FY19 is the last year of the 5-year agreement for the additional ¼-cent. The ¼-cent will be reallocated to support other TDC programs beginning in the FY20 budget.

EMERGENCY MEDICAL SERVICES MSTU and AMBULANCE FEES ($18.77)
Funding for emergency medical services is provided by a .50 mill municipal service taxing unit (MSTU) property tax and ambulance transport fees.

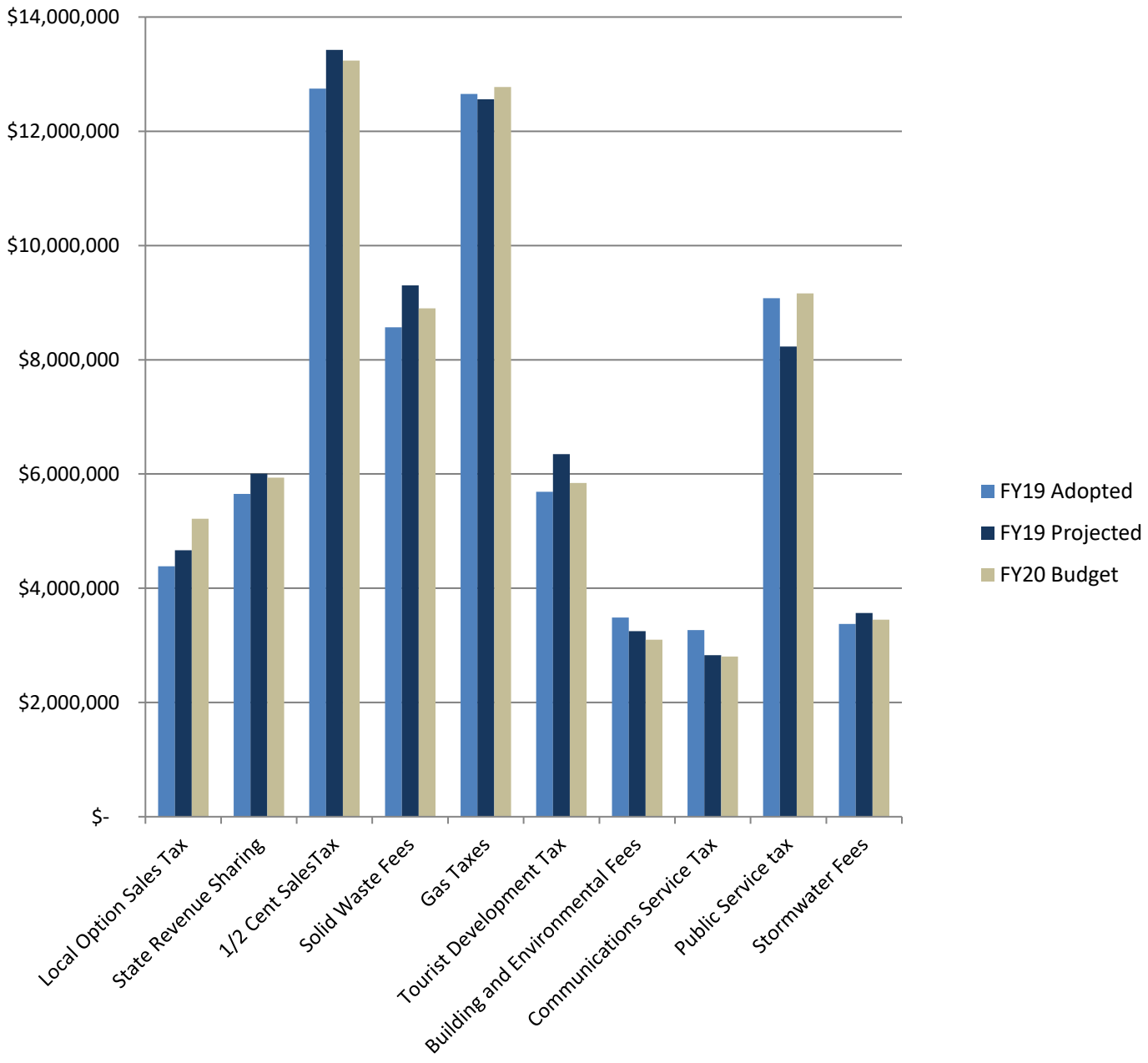
PROBATION FEES ($0.65)
The Probation fees are a combination of County court probation fees, alternative community service fees, no-show fees, and pretrial release fees. These fees are collected from individuals committing infractions that fall within the jurisdiction of Leon County Courts.

SOLID WASTE FEES ($8.86)
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 ($7.98)
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 ($0.60)
Court Facilities Fees are established to fund "state court facilities" as defined in Chapter 29, Florida Statutes (2009) and are collected through a surcharge placed on non-criminal traffic infractions.

FY 2019 AND FY 2020 REVENUE PROJECTIONS

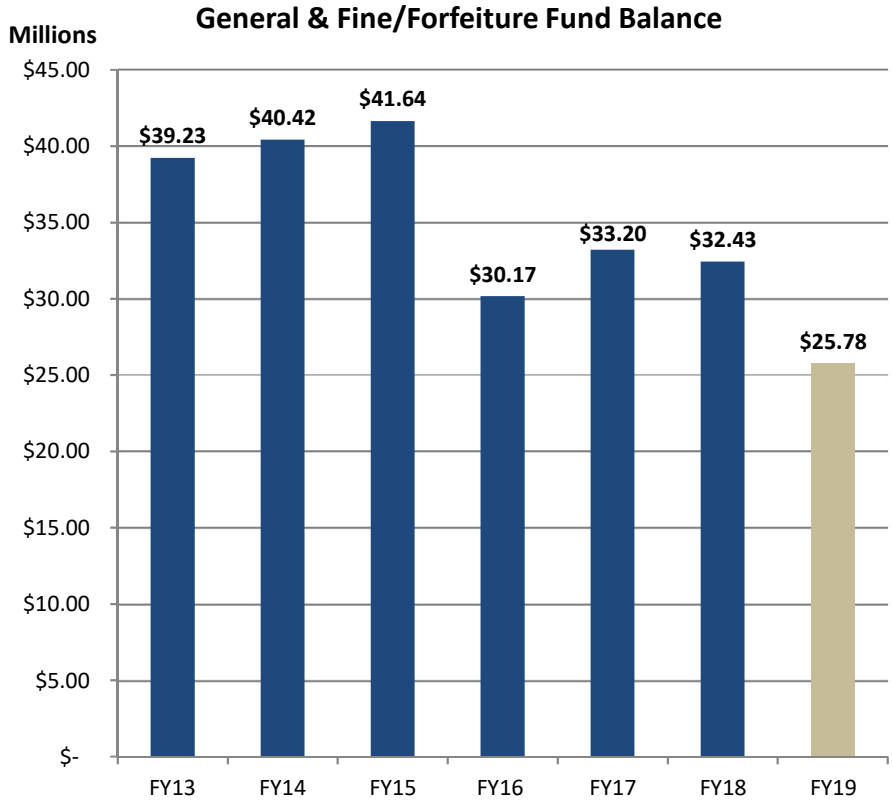


Adopted Budget FY 2019, Projected Actual Collections FY 2019, and Budget FY 2020:

This chart illustrates a comparison between the current budget, the projected actual collections for FY 2019, and the FY 2020 budget estimates. The chart depicts FY 2020 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 2020 Adopted Budget

Major Revenues

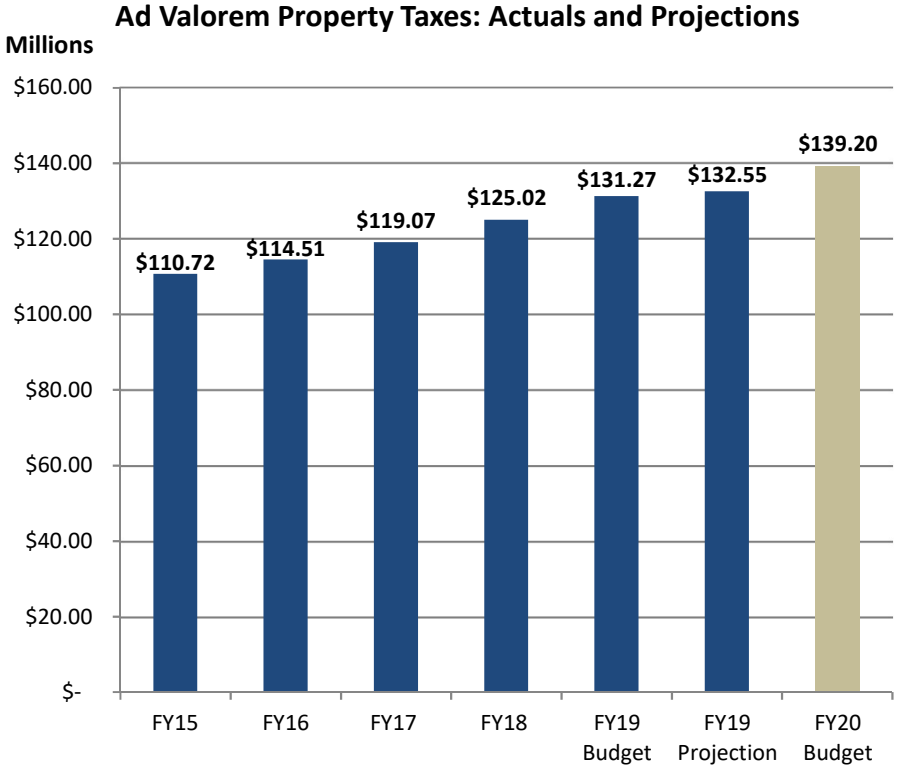


General Fund – Fund Balance

Fund Balance is maintained for cash flow purposes, as an emergency reserve and a reserve for one-time capital improvement needs. In addition, the amount of fund balance is used by rating agencies in determining the bond rating for local governments. The Leon County Reserves Policy requires fund balances to be between a minimum of 15% and a maximum of 30% of operating expenditures. The decrease between FY15 and FY16 is due to the mid-year appropriation of $9.6 million to fund one-time capital projects. The audited year ending fund balance for FY 2017 was $33.20 million and the unaudited balance for FY 2018 is $32.43 million.

The FY 2019 estimated fund balance includes a forecasted $17 million in FEMA reimbursements from a grant application filed for storm damage related to Hurricane Michael anticipated to be obligated and received by year-end. An additional $5 million in Hurricane Michael reimbursement is expected to be obligated by early FY 2020. This fund balance reflects 17% of FY 2019 operating expenditures.

The unaudited year ending fund balance estimate for FY 2019 is $25.78 million. To follow the Leon County Reserves Policy minimum and maximum levels, the FY 2019 General & Fine/Forfeiture Fund Balance would have to remain between $22.5 million and $45.0 million. As depicted, the fund balance is within this range.



Ad Valorem Property Taxes

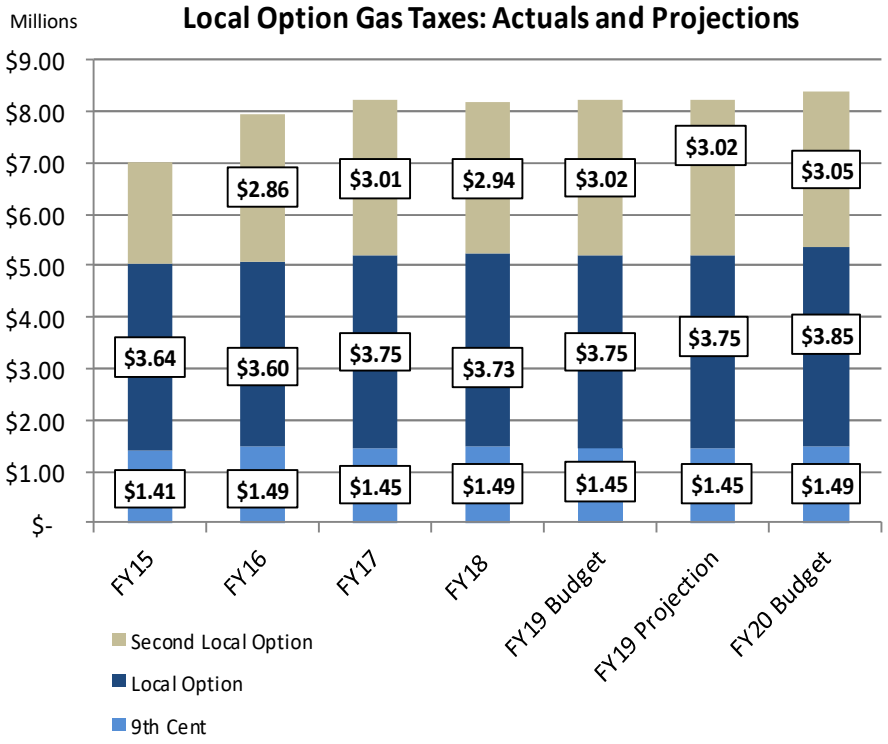
Ad Valorem Taxes are derived from all non-exempt real and personal properties located within Leon County. The non-voted countywide millage rate is constitutionally capped at 10 mills (Article VII, Section 9(a) and (b)).

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

In January 2008, a constitutional amendment was passed that established restrictions on property valuations, such as an additional $25,000 homestead exemption and Save Our Homes tax portability. These restrictions limit future growth in ad valorem taxes. Due to an increase in property values, with the millage rate remaining 8.3144, the FY 2019 projected actual Ad Valorem Taxes will increase from FY 2018.

Fiscal Year 2020 Ad Valorem Tax budget reflects a 6.05% increase in Ad Valorem revenue collections based on property valuations provided by the Property Appraiser's Office on July 1, 2019.

Major Revenues



Local Option Gas Taxes:

Background:

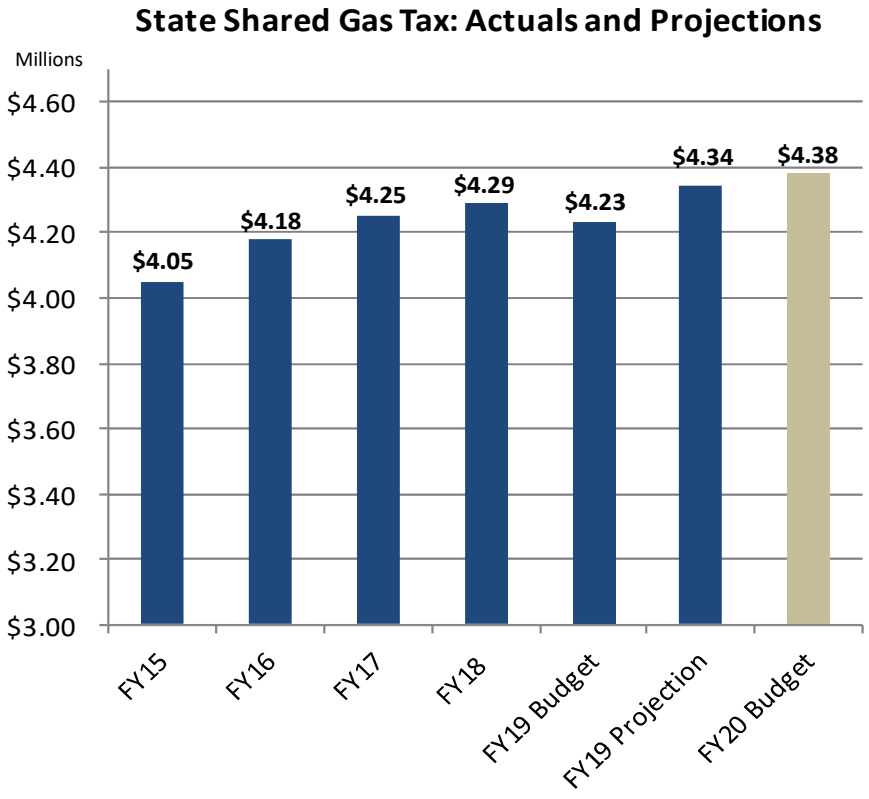
9th Cent Gas Tax: This tax was a State imposed 1 cent tax on special and diesel fuel. Beginning in FY02, the County began to levy the amount locally on all fuel consumption.

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.

This is a consumption-based tax on gallons purchased. In FY14, Leon County implemented a new 2nd local option 5-cent gas tax. Collections have been increasing since FY16 due to improved economic conditions and lower gas prices, which caused an increase in consumption from FY16 to FY17. With the increase in more fuel-efficient vehicle options, the revenue has remained level as indicated by a slight increase of 2.1% in the FY20 estimate over the FY19 budget.

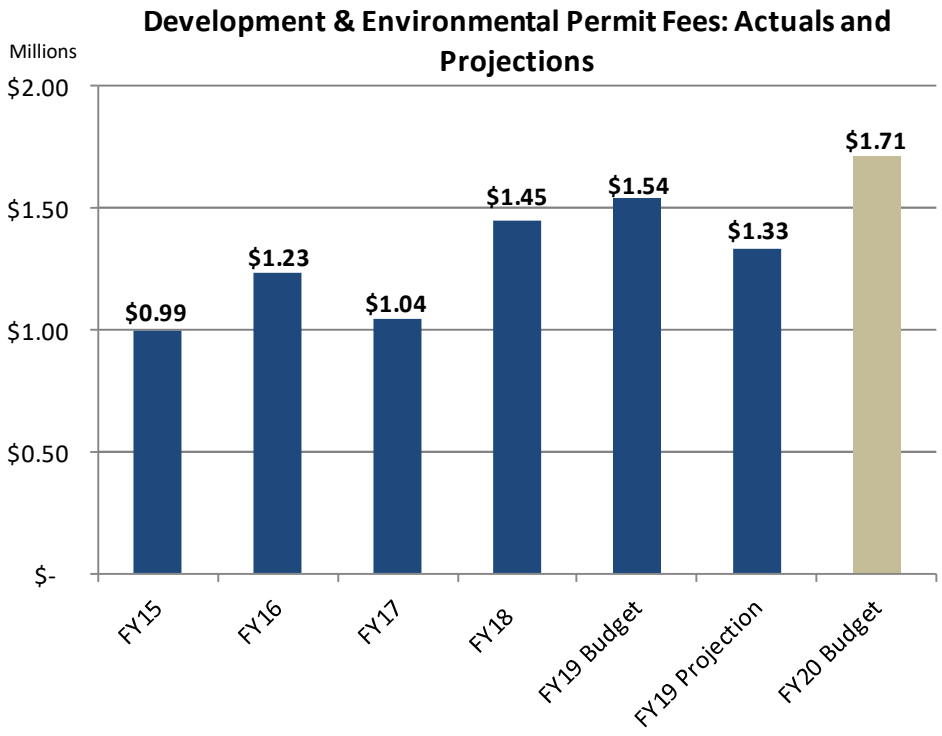


State Shared Gas Taxes:

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.

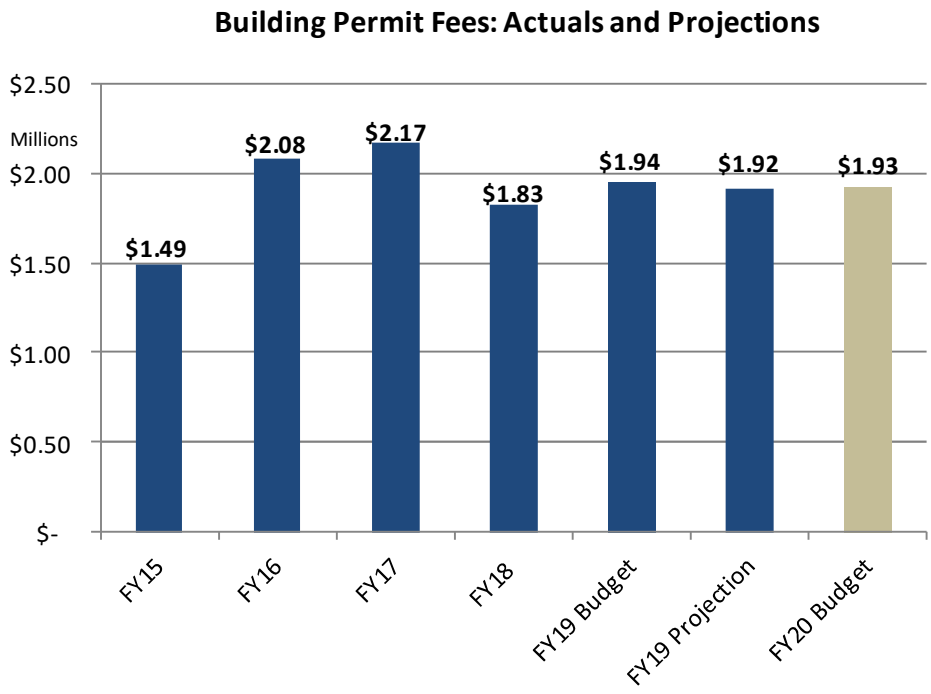
Since the recession, there has been a decline in fuel prices resulting in moderately increased consumption leading to moderate growth in the tax. Consumption of fuel has been dampened by more fuel-efficient cars and changes in driving habits remaining from the period when fuel prices were high.

The FY19 projection is slightly higher that than the FY18. Leon County is anticipating collecting more gas tax revenue than budgeted based on year to date revenue collections and highway fuel sales estimates. The FY19 actuals projects a modest increase of 1.3% in this revenue over FY18 and 3.6% growth in FY20.



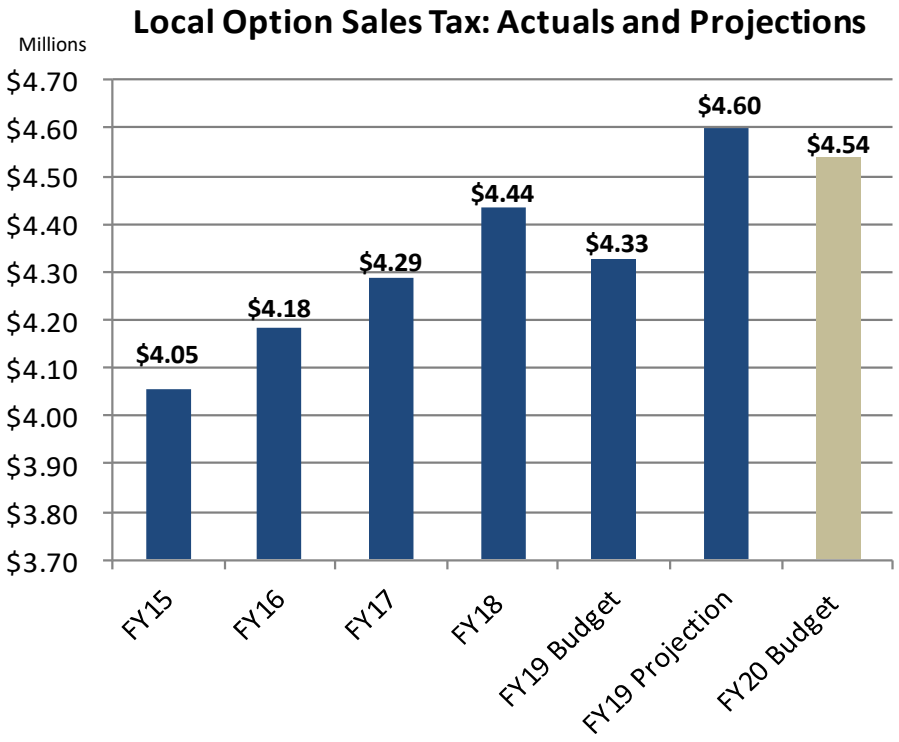
Environmental Permit Fees:
Environmental Permit Fees are derived from development projects for compliance with stormwater, landscape, tree protection, site development and zoning, and subdivision regulations. On March 11, 2008 the Board approved an overall fee increase of 20% in addition to adopting 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 fluctuated from FY16 to FY18. A slight upward trend is expected as new land developments are designed and permitted in FY19 and FY20.



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 – FY17 showed increased commercial and housing construction activity indicating a steady economy. With construction returning to normal levels, as reflected in the FY19 projection, the FY20 estimate indicates a level activity based on current permitting activity.

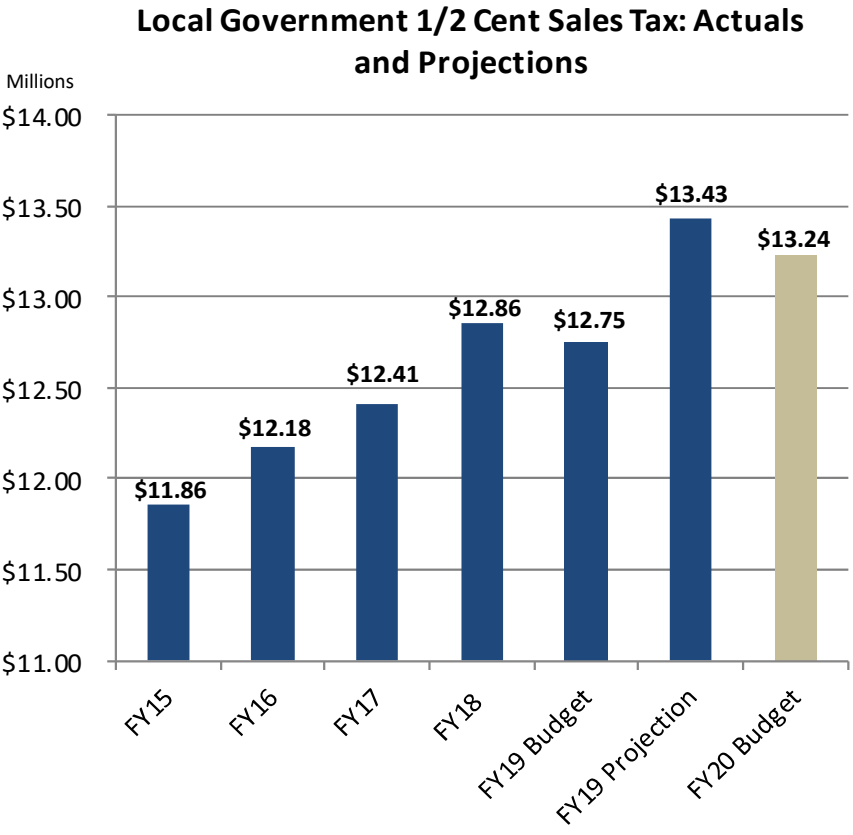


Local Option Sales Tax:

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.

The amounts shown are the County's share only.

Leon County continues see an increase in sales tax collections indicating an expanding consumer economy. Year-to-date collections are up almost 4.6%. The FY19 projected forecast shows the County sales tax collections increasing by 4.5% over the FY18 Actuals. FY20 budget reflects a 4.9% growth indicating a continued upward trend in sales taxes collections.



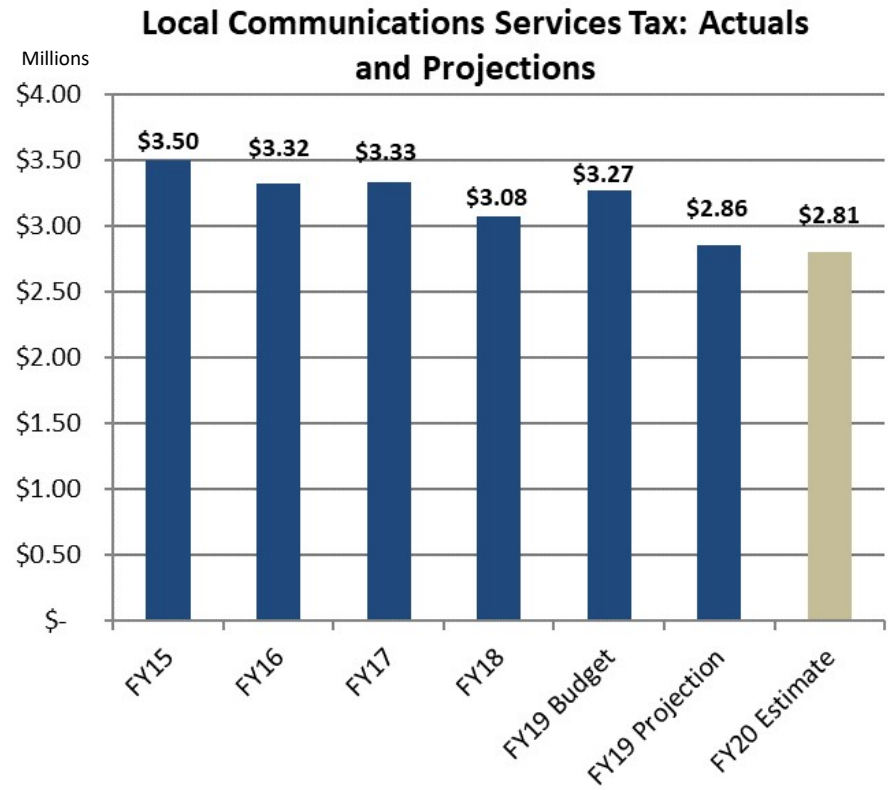
Local Government ½ Cent Sales Tax:

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

The amounts shown are the County's share only.

Since the middle of the economic recovery, this revenue has continued to trend slightly upward. The FY20 preliminary budget shows a 3.8% increase over the FY19 budget indicating a continued upward trend in growth in the economy and consumer spending.

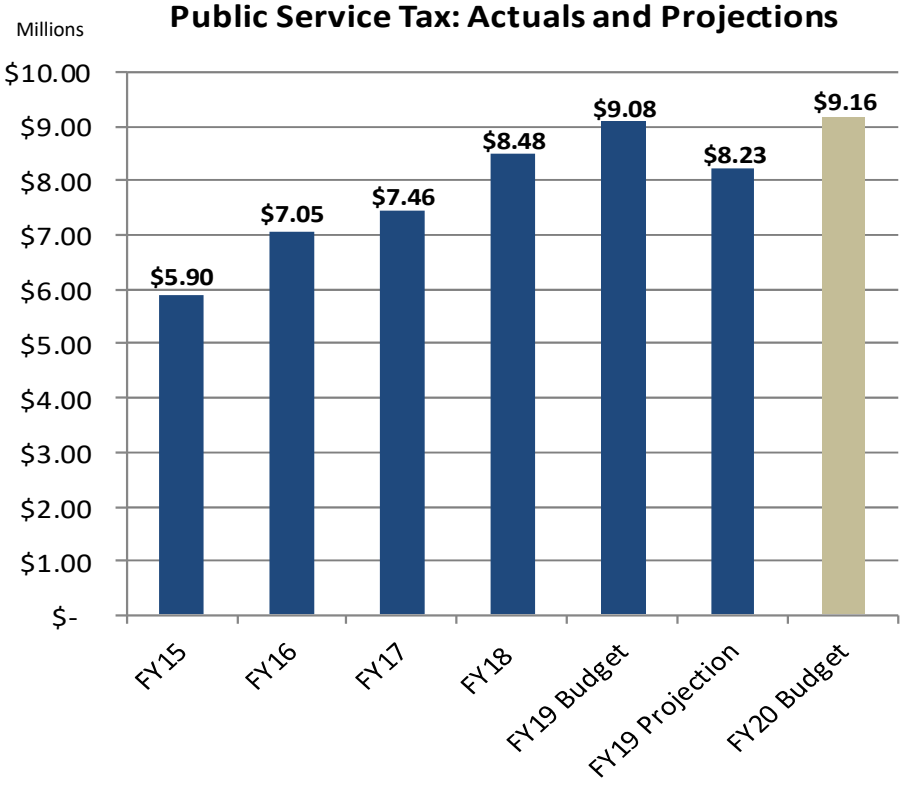
Major Revenues



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



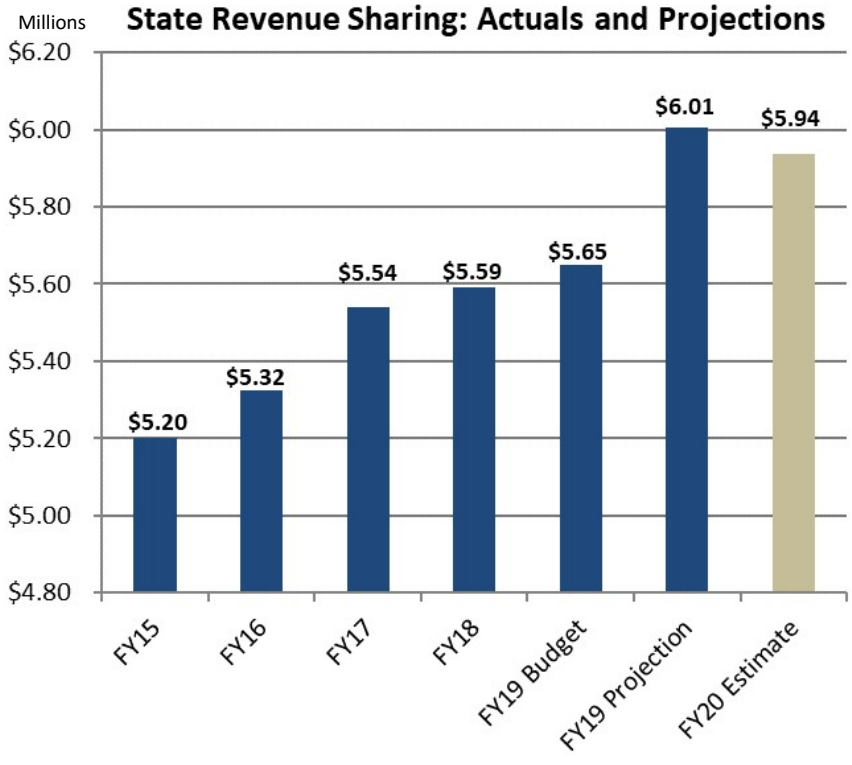
Public Service Tax:

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 FY20 estimate indicates a modest increase of 1% over the FY19 budget.

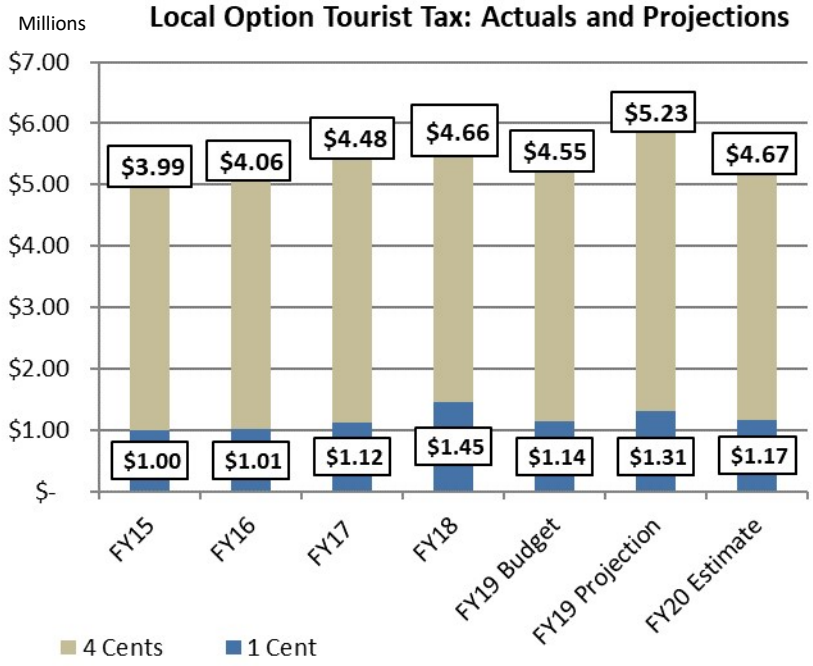
Major Revenues



State Revenue Sharing:

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

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 FY19. The FY20 forecast is anticipated to continue to increase due to consistent consumer spending. Current year revenues are meeting the projected forecast.

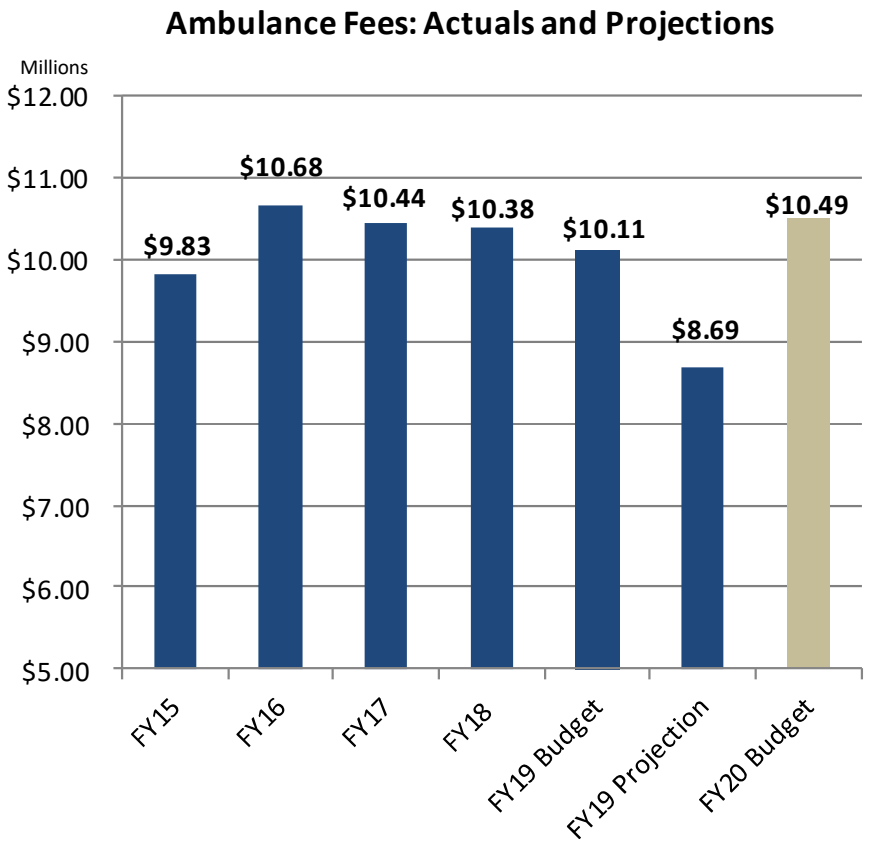


Local Option Tourist Tax:

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

Improved economic conditions allowed for an increase in tourist tax due to more visitors. Along with an increase in available rooms, increased room rates, and the occupancy of hotel rooms in Leon County by displaced homeowners and storm recovery crews, the Hurricane Michael recovery increased the FY19 projection significantly. This is a one-time event as and the FY20 estimated budget reflects a nominal increase over FY19.

Major Revenues

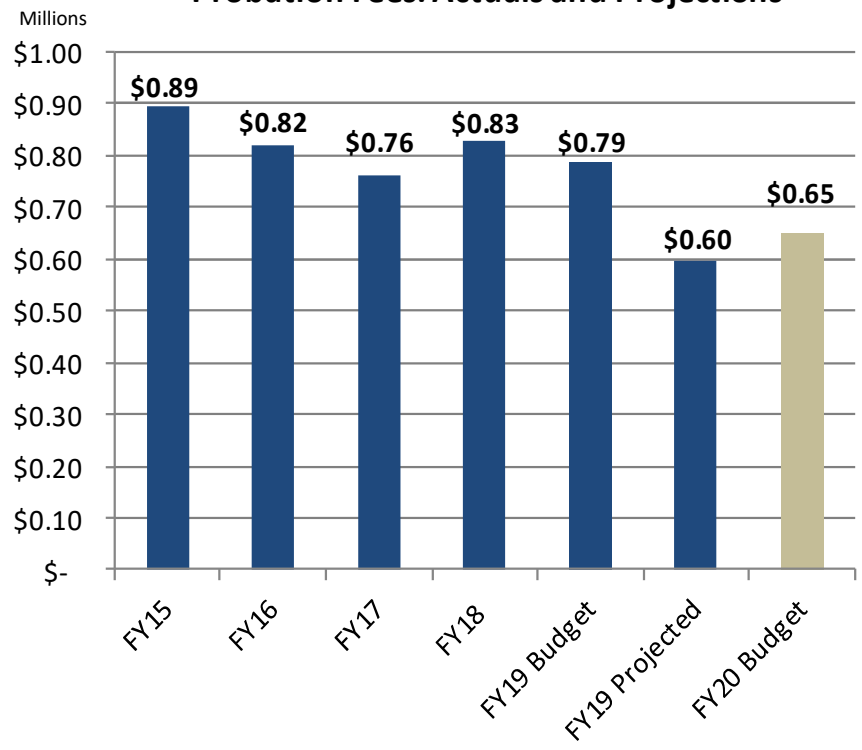


Ambulance Fees:

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

The 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).

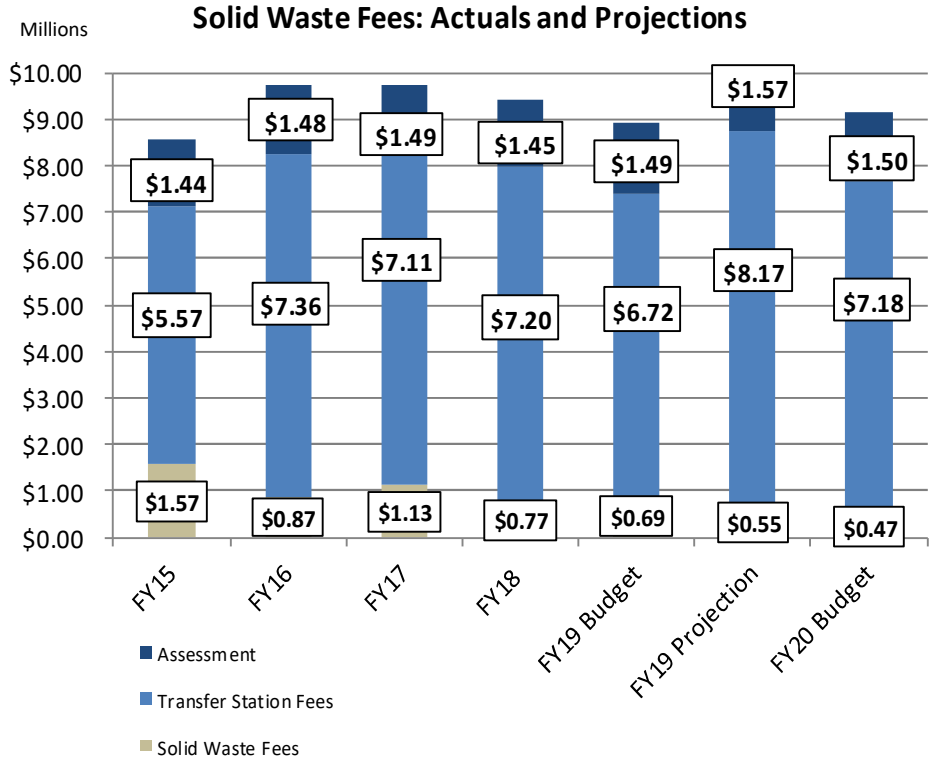
In FY08, the County established a collection policy to pursue uncollected bills, and to allow the write-off of billings determined uncollectible. In order to more accurately estimate revenues, the forecasting methodology shifted from a collection receivables basis to a cash basis. On April 24, 2018 the Board approved a 24% fee reduction in ambulance fees effective June 1, 2018. Due to outstanding receivable billings, the fee reduction did not directly affect FY18 collections. Actual collections are projected to increase by 3.8% in FY19 due to the collection of outstanding billings from the previous rates. Revenue is anticipated to decline then moderate as new billings at lower rates are collected.



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 FY15. 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. FY19 projected revenue is expected to be lower than the budget as the amount of fees that go uncollected remains consistent. The FY20 estimated budget shows a continued decline in revenue.



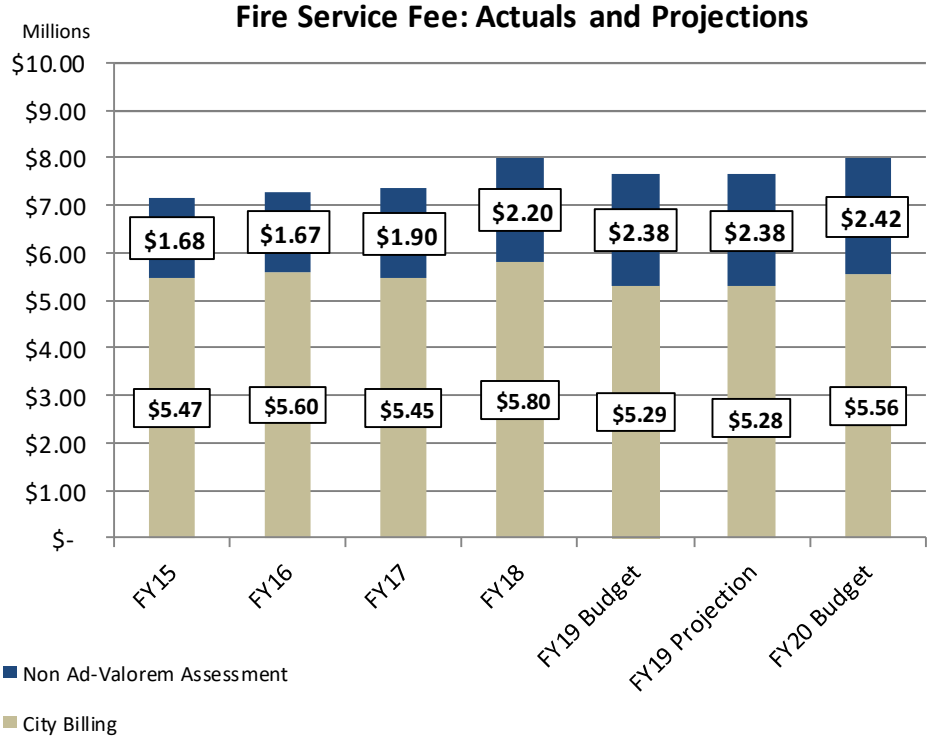
Solid Waste Fees:

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

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

Leon County has experienced three years of back-to-back hurricanes. During FY19, Hurricane Michael caused an increase in refuse to the transfer station. FY17 and FY18 actuals were also higher than budget due to hurricanes Hermine and Irma, respectively, causing an increase in refuse to the transfer station.

FY20 budget indicates an increase of 2.7% in revenue collections based on tonnage and an increase in the tipping fee from $38.80 to $42.15 per ton. An increase in the hauling and disposal contract was renegotiated with the contractor in FY19, effective October 1, 2019. Even with the increase the tip fee is the lowest in the region.

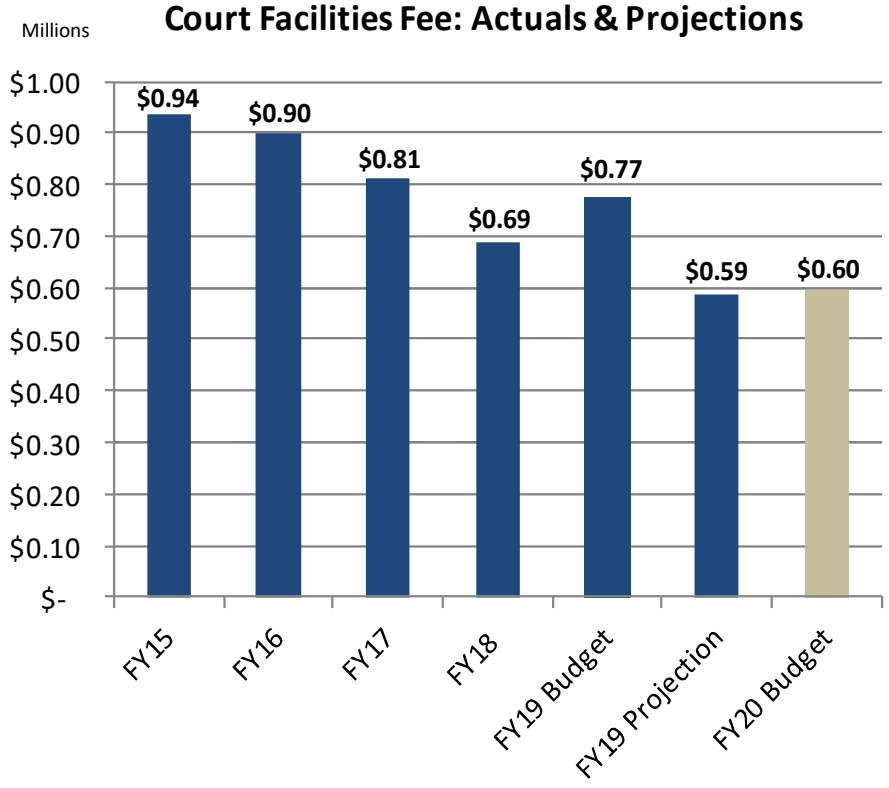


Fire Services Fee:

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. The expiration of this discount in FY18 resulted in an increase in revenue collected.

Property owners in the unincorporated area, not on city utilities, are billed quarterly. Those who do not pay their bills are transferred to the property tax bill as a non-ad valorem assessment. This accounts for the increase in the non-ad valorem assessment collections. FY20 is anticipated to follow that same trend.



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 FY18 the County collected $0.69 million in these fees but expended more than $8.65 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 tickets over the past few years, this revenue has continued to decline. A comparison of the FY15 actual and the FY19 projected actuals shows a 34% decline in revenue. For the FY20 budget, estimates show a decrease of 23% indicating a continued sharp decline in citations issued.

Leon County Fiscal Year 2020 Adopted Budget

Recommended Position Changes

Positions Additions and Deletions

Leon County Government	FTE	Impact
Strategic Initiatives		
Community and Media Relations (CMR)		
Graphic and Website Design Lead [1]	1.00	$ 74,851
Total CMR	**1.00**	**$ 74,851**
Office of Information and Technology		
Management Information Services (MIS)		
Applications Systems Analyst I [1]	-1.00	$ (59,230)
Total MIS	**-1.00**	**$ (59,230)**
Total Leon County Government	**-**	**$ 15,621**

Judicial and Constitutionals	FTE	Impact
Constitutionals		
Sheriff - Law Enforcement		
Uniform Patrol Deputy	4.00	$ 256,544
Crime Analyst	2.00	$ 113,130
Information Technology Analyst	1.00	$ 69,250
Property and Evidences Supervisor	1.00	$ 83,539
Total Sheriff	**8.00**	**$ 522,463**
Supervisor of Elections		
Administrative Services Specialist	1.00	$ 84,047
Total Elections	**1.00**	**$ 84,047**
Total Constitutionals	**9.00**	**$ 606,510**
Total County, Judicial and Constitutionals	**9.00**	**$ 622,131**

Positions Reclassifications

Former Position Title	FTE	New Position Title	FTE	Impact
Administration		**Administration**		
Assistant County Administrator	2.00	Assistant County Administrator	2.00	$ -
The two Assistant County Administrator positions were re-classed from a PG 62 to a PG 63 with no fiscal impact.				
Office of Information Technology		**Office of Information Technology**		
Network & Technical Services Manager	1.00	Director of Information Technology Operations	1.00	$ -
The Network & Technical Services Manager position was re-classed from a PG 59 to a PG 59SR with no fiscal impact.				
Application & Database Manager	1.00	Director of Applications & Development	1.00	$ -
The Application & Database Manager position was re-classed from a PG 59 to a PG 59SR with no fiscal impact.				
Department of Development Support & Environmental Management		**Department of Development Support & Environmental Management**		
Planner I [2]	1.00	Planner II	1.00	$ 10,292
Administrative Associate IV [3]	1.00	Operations Analyst	1.00	$ 5,404
Administrative Associate V [4]	1.00	Customer Service Liaison	1.00	$ -
Office of Public Safety		**Office of Public Safety**		
Emergency Medical Services		**Emergency Medical Services**		
4 Part-time paramedics [5]	2.40	2 Fulltime Charge Paramedics	2.00	$ (22,481)
Animal Control		**Animal Control**		
Administrative Associate [6]	1.00	Animal Control Officer	1.00	$ 3,591
Office of Resource Stewardship		**Office of Resource Stewardship**		
Facilities Management		**Facilities Management**		
Administrative Associate IV [7]	1.00	Operations Specialist	1.00	$ 16,369
Parks & Recreation		**Parks & Recreation**		
Park Attendant [8]	1.00	Heavy Equipment Operator	1.00	$ 1,570
Total Leon County Government	**12.40**		**12.00**	**$ 14,745**

Notes:

1. Community and Media Relations adds one Website Design Coordinator realigned from Management Information Services' Application Systems Analyst I position.
2. Planner I reclassed to a Planner II with a fiscal impact of $10,292.
3. Administrative Associate IV reclassed to an Operations Analyst to maintain managerial oversight and the level of services anticipated by customers for a fiscal impact of $5,404.
4. Administrative Associate V reclassed to a Customer Service Liaison with no fiscal impact.
5. EMS personnel changes reflect the conversion of 4 part-time paramedics to 2 fulltime Charge Paramedics for a cost savings of $22,481. This will reduce EMS FTEs by .40.
6. Administrative Associative V reclassed to an Animal Control Officer with a fiscal impact of $3,591.
7. Administrative Associate IV reclassed to a Management Analyst with a fiscal impact of $16,369.
8. Park Attendant reclassed to a Heavy Equipment Operator with a fiscal impact of $1,570.

Leon County Fiscal Year 2020 Adopted Budget

Authorized Position Summary

Board of County Commissioners

Authorized Positions	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 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	1.00	13.50	13.50	13.50	13.50	13.50
Human Resources	12.00	12.00	12.00	0.00	12.00	12.00	12.00	12.00	12.00
Emergency Management	7.00	7.00	7.00	0.00	7.00	7.00	7.00	7.00	7.00
	36.50	36.50	36.50	1.00	37.50	37.50	37.50	37.50	37.50

Office of Information and Technology

Authorized Positions	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
Management Information Services	44.34	44.34	44.34	(1.00)	43.34	43.34	43.34	43.34	43.34
Geographic Information Systems	14.66	14.66	14.66	0.00	14.66	14.66	14.66	14.66	14.66
	59.00	59.00	59.00	(1.00)	58.00	58.00	58.00	58.00	58.00

County Attorney's Office

Authorized Positions	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
PW Support Services	4.00	4.00	4.00	0.00	4.00	4.00	4.00	4.00	4.00
Operations	138.00	138.00	138.00	0.00	138.00	138.00	138.00	138.00	138.00
Engineering Services	35.00	36.00	36.00	0.00	36.00	36.00	36.00	36.00	36.00
Fleet Management	9.00	9.00	9.00	0.00	9.00	9.00	9.00	9.00	9.00
	186.00	187.00	187.00	0.00	187.00	187.00	187.00	187.00	187.00

Department of Development Support & Environmental Management

Authorized Positions	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
Customer Engagement Services	3.75	2.25	2.25	0.00	2.25	2.25	2.25	2.25	2.25
DS Support Services	2.50	3.40	3.40	0.00	3.40	3.40	3.40	3.40	3.40
Code Compliance Services	5.00	6.25	6.25	0.00	6.25	6.25	6.25	6.25	6.25
Building Plans Review & Inspection	24.75	24.20	24.20	0.00	24.20	24.20	24.20	24.20	24.20
Environmental Services	17.00	16.90	16.90	0.00	16.90	16.90	16.90	16.90	16.90
Development Services	9.00	9.00	9.00	0.00	9.00	9.00	9.00	9.00	9.00
	62.00	62.00	62.00	0.00	62.00	62.00	62.00	62.00	62.00

Department of PLACE

Authorized Positions	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
Planning Department[1]	23.50	23.50	23.50	0.00	23.50	23.50	23.50	23.50	23.50
	23.50	23.50	23.50	0.00	23.50	23.50	23.50	23.50	23.50

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

Leon County Fiscal Year 2020 Adopted Budget

Authorized Position Summary

Office of Financial Stewardship

Authorized Positions	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
Emergency Medical Services	128.20	128.20	128.20	(0.40)	127.80	127.80	127.80	127.80	127.80
Animal Control	7.00	7.00	7.00	0.00	7.00	7.00	7.00	7.00	7.00
	135.20	135.20	135.20	(0.40)	134.80	134.80	134.80	134.80	134.80

Office of Library Services

Authorized Positions	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
Office of Sustainability	2.50	2.50	2.50	0.00	2.50	2.50	2.50	2.50	2.50
Parks and Recreation	30.00	30.00	30.00	0.00	30.00	30.00	30.00	30.00	30.00
Facilities Management	38.00	40.00	40.00	0.00	40.00	40.00	40.00	40.00	40.00
Solid Waste	28.15	27.15	27.15	0.00	27.15	27.15	27.15	27.15	27.15
	98.65	99.65	99.65	0.00	99.65	99.65	99.65	99.65	99.65

Leon County Fiscal Year 2020 Adopted Budget

Authorized Position Summary

Constitutional

Authorized Positions	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 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	628.00	642.00	641.00	8.00	649.00	649.00	649.00	649.00	649.00
Supervisor of Elections	19.00	19.00	19.00	1.00	20.00	20.00	20.00	20.00	20.00
Tax Collector	86.00	86.00	86.00	0.00	86.00	86.00	86.00	86.00	86.00
	953.00	967.00	966.00	9.00	975.00	975.00	975.00	975.00	975.00

Judicial

Authorized Positions	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
Court Administration	2.72	2.72	3.00	0.00	3.00	3.00	3.00	3.00	3.00
Other Court-Related Programs	5.78	5.78	5.50	0.00	5.50	5.50	5.50	5.50	5.50
	8.50	8.50	8.50	0.00	8.50	8.50	8.50	8.50	8.50

Non-Operating

Authorized Positions	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
Other Non-Operating [2]	4.50	4.50	3.50	0.00	3.50	3.50	3.50	3.50	3.50

Grants Administration

Authorized Positions	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
Grants Court Admin	2.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Summary

	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
Total Full-Time Equivalents (FTE)	**1,772.55**	**1,788.55**	**1,784.55**	**8.60**	**1,793.15**	**1,793.15**	**1,793.15**	**1,793.15**	**1,793.15**

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

Authorized OPS Position Summary

Department of Public Works

OPS Positions	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
Tourism Development	0.00	0.50	0.50	0.00	0.50	0.50	0.50	0.50	0.50
	0.50	0.50	0.50	0.00	0.50	0.50	0.50	0.50	0.50

Office of Public Safety

OPS Positions	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Adopted	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected
Supervisor of Elections	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
Total OPS FTE	8.50	8.50	8.50	0.00	8.50	8.50	8.50	8.50	8.50

Leon County Fiscal Year 2020 Adopted Budget

Summary of Fund Balance & Retained Earnings (unaudited)

Org	Fund Title	FY17 Actual	FY18 Actual	FY19 Estimate Rev	FY19 Estimate Exp.	FY19 Estimate Year End	% Change(+/-)
	General & Fine and Forfeiture Funds * (A)						
001	General Fund	28,921,968	31,521,817	117,870,673	92,659,033	25,211,640	-20.02%
110	Fine and Forfeiture Fund	1,997,109	911,120	81,886,253	81,318,675	567,578	-37.71%
	Subtotal:	**30,919,077**	**32,432,937**	**199,756,926**	**173,977,708**	**25,779,218**	**-20.52%**
	Special Revenue Funds						
106	County Transportation Trust Fund	4,585,307	3,436,069	22,402,663	18,087,638	4,315,025	25.58%
111	Probation Services Fund **(B)**	1,195,952	874,277	3,715,707	3,174,643	541,064	-38.11%
114	Teen Court Fund	0	18	67,363	132,972	0	-100.00%
116	Drug Abuse Trust Fund	3,159	7,702	92,622	67,278	25,344	229.05%
117	Judicial Programs Fund	379,251	407,010	643,114	169,866	473,247	16.27%
120	Building Inspection Fund **(C)**	2,631,622	2,160,638	4,016,241	2,156,824	1,859,417	-13.94%
121	Development Support Fund **(D)**	192,632	423,280	4,462,726	3,917,524	545,202	28.80%
123	Stormwater Utility Fund	1,445,058	744,307	6,138,690	5,104,064	1,034,625	39.01%
124	Ship Trust Fund	4,102	55,894	1,250,088	1,170,113	79,975	43.08%
125	Grants	814,256	342,607	19,214,687	18,941,501	273,186	-20.26%
126	Non-Countywide General Revenue Fund **(E)**	3,466,872	716,771	23,333,862	22,064,587	1,269,275	77.08%
127	Grants **(F)**	182,302	168,682	1,063,946	911,708	152,238	-9.75%
130	911 Emergency Communications Fund	293,183	321,061	1,598,707	1,413,174	185,533	-42.21%
131	Radio Communications Systems Fund **(G)**	70,882	61,679	1,390,747	1,507,492	0	-100.00%
135	Emergency Medical Services Fund	7,666,722	5,736,672	25,285,932	19,723,875	5,562,057	-3.04%
140	Municipal Service Fund **(H)**	33,267	188,891	9,039,092	8,777,315	261,777	38.59%
145	Fire Services Fund	1,494,605	1,752,346	9,502,231	8,086,808	1,415,423	-19.23%
160	Tourist Development Fund (1st-5th Cents) **(I)**	5,042,522	1,689,363	10,029,511	8,558,487	1,471,024	-12.92%
160	Tourist Develop. Cultural, Visual Arts, Heritage **(I)**	2,368,661	5,163,084	5,184,770	189,000	4,995,770	-3.24%
162	Special Assessment Paving Fund	564,494	19,680	163,516	126,540	36,976	87.88%
164	Killearn Lakes Units I and II Sewer	7,598	10,891	239,218	237,500	1,718	-84.23%
165	Bank of America Building Operating Fund	1,024,366	1,072,732	2,318,501	1,716,921	419,346	-60.91%
166	Huntington Oaks Plaza Fund	305,482	239,641	2,789,736	2,370,390	210,462	-12.18%
	Subtotal:	**33,772,294**	**25,593,295**	**153,943,670**	**128,606,220**	**25,128,685**	**-1.82%**
	Debt Service Funds						
211	Debt Service - Series 2003 A&B	3,369	4,968	7,080,616	7,076,549	0	-100.00%
222	Debt Service - Series 2014	44,422	47,751	540,822	496,301	44,520	-6.76%
	Subtotal:	**48,139**	**53,068**	**7,621,787**	**7,572,850**	**44,520**	**-16.11%**

* The combined fund balances for the general and fine and forfeiture funds fall within the allowable range of the County Reserve Policy, which requires a minimum of 15% and a maximum of 30% reserve.

Leon County Fiscal Year 2020 Adopted Budget

Summary of Fund Balance & Retained Earnings (unaudited)

Org	Fund Title		FY17 Actual	FY18 Actual	FY19 Estimate Rev	FY19 Estimate Exp.	FY19 Estimate Year End	% Change(+/-)
	Capital Projects Funds							
305	Capital Improvements Fund **(J)**		24,279,050	27,784,961	35,168,467	34,157,382	11,085	-99.96%
306	Gas Tax Transportation Fund **(J)**		7,463,236	9,525,315	13,026,106	10,845,206	2,180,900	-77.10%
308	Local Option Sales Tax Fund **(K)**		4,710,795	4,649,190	4,729,864	4,428,907	300,957	-93.53%
309	Local Option Sales Tax Extension Fund		5,232,867	3,870,183	20,912,010	19,497,801	1,414,209	-63.46%
311	Construction Series 2003 A&B Fund		7,081	43	43	0	0	-100.00%
318	1999 Bond Construction Fund		50,612	304	304	0	0	-100.00%
321	Energy Savings Contract ESCO Capital Fund		20,989	779	793	0	0	-100.00%
330	911 Capital Projects Fund		3,849,619	4,057,216	4,127,644	80,655	4,046,989	-0.25%
341	Countywide Road District Fund - Impact Fee		191,918	156,213	158,885	0	158,885	1.71%
343	NW Urban Collector Fund - Impact Fee		71,387	72,438	73,678	0	73,678	1.71%
344	SE Urban Collector Fund - Impact Fee		100,306	101,782	103,524	0	103,524	1.71%
		Subtotal:	**45,977,861**	**50,218,423**	**78,301,317**	**69,009,951**	**8,290,227**	**-83.49%**
	Enterprise Funds							
401	Solid Waste Fund **(L)**		14,225,458	13,547,600	25,457,539	24,878,288	579,251	-95.72%
		Subtotal:	**14,225,458**	**13,547,600**	**25,457,539**	**24,878,288**	**579,251**	**-95.72%**
	Internal Service Funds							
501	Insurance Service Fund		2,193,270	1,317,179	4,801,832	3,711,470	1,090,362	-17.22%
502	Communications Trust Fund		256,006	489,620	1,746,042	1,253,622	492,420	0.57%
505	Motor Pool Fund		18,168	139,534	2,239,065	2,775,764	0	-100.00%
		Subtotal:	**2,467,444**	**1,946,333**	**8,786,939**	**7,740,856**	**1,582,782**	-18.68%
		TOTAL:	**127,410,273**	**123,791,656**	**473,868,177**	**411,785,874**	**61,404,684**	**-50.40%**

Notes:

Balances are estimated as year ending for FY 2019 and may be changed pending final audit adjustments.

A. The estimated FY19 Fund Balance contemplates $18.8 million in reimbursement from FEMA and the State of Florida associated with debris cleanup costs from Hurricane Michael (2018) and Hurricane Irma (2017). The remaining $5.0 million in reimbursement costs associated with Michael is expected during FY 2020.
B. The decrease in the Pre-Trial & Probation Fund is due to planned use of accumulated fund balance to support program services due to a decline in fee revenue.
C. The decrease in the Building Inspection fund due to enhanced staffing for the volume of permitting activity and the appropriation of fund balance to cover the expenses of these personnel costs. Fund balances peeked as permitting activity accelerated coming out of the recession.
D. The increase in the Development Support fund is related to the increase in general revenue support provided to the fund for FY 2019 and an increase in revenues over the preceding year.
E. Non countywide general revenue includes State Shared and 1/2 cent sales tax. This fund is used to account for non-countywide general revenue sources. Funds are not expended directly from the fund, but are transferred to funds that provide non countywide services, and to the general fund as required by Florida Statute. The 1/2 cent sales tax is trending upward of 3.5% to 4 % due to growth in the economy and consumer spending.
F. This fund is used to separate grants that are interest bearing grants.
G. The Radio Communications Systems Fund is used to account for the digital radio system.
H. The fund balance was drawn down to support the 15% discounted fire service fee in the unincorporated area for FY16 and FY17. The fund is beginning to accumulate fund balance again from collections of the Public Service Tax.
I. The Tourist Development Tax is reflected in two separate fund balances. Currently five cents support the Tourist Development Division marketing promotion, and Cultural regranting activities. The fund balance previously established by the one cent for the performing arts center is now dedicated for expenditures on cultural, visual arts and heritage funding programs pursuant to the interlocal agreement with the County, the City and the Community Redevelopment Agency approved at the December 9, 2014 Board Meeting. The reduction in the one-cent fund balance is due to the first issuance of one of the three approved grants for the program. The decline in the five-cent fund balance is due to the transfer of $350,000 to assist in funding the pavilion, restrooms and other amenities associated with the cross-country venue in anticipation of the 2021 NCAA Cross Country Nationals off-set by an increase in revenue to increased visitors.
J. Fund balance decrease reflects use of fund for ongoing projects from the FY2018 fund balance sweep in addition to the advanced funding ($6.5 million) of match for water quality sewer projects.
K. Reflects the remaining fund balance from the original sales tax
L. The decrease in fund balance is due the budgeting of the reserves set aside as required by state law for the closure of the landfill.

Leon County Fiscal Year 2020 Adopted Budget

Summary of Fund Balance and County Reserves Policy

Fund	Fund Title	FY19 Yr Ending Est. Bal. (B)	FY20 Adopted Budget	Policy (A) Minimum 15% Budget	Policy (A) Maximum 30% Budget	FY20: Fund Balance Allocation (B) Budgeted For Spending	Emergency Contingency & Cash Flow	Available for Future Allocation
	General & Fine and Forfeiture Funds							
001	General Fund	25,211,640	73,390,946	11,008,642	22,017,284	1,557,500	23,654,140	
110	Fine and Forfeiture Fund	567,578	85,577,353	12,836,603	25,673,206	0	567,578	
	Subtotal:	**25,779,218**	**158,968,299**	**23,845,245**	**47,690,490**	**1,557,500**	**24,221,718**	**0**
	Special Revenue Funds (C)							
106	County Transportation Trust Fund	4,315,025	16,817,928	**2,522,689**	**5,045,378**	0	4,315,025	0
111	Probation Services Fund	541,064	3,464,492	**519,674**	**1,039,348**	300,000	241,064	0
114	Teen Court Fund	0	80,749	**12,112**	**24,225**	0	0	0
116	Drug Abuse Trust Fund	25,344	89,040	**13,356**	**26,712**	0	25,344	0
117	Judicial Programs Fund	473,247	357,134	**53,570**	**107,140**	151,174	107,140	214,933
120	Building Inspection Fund	1,859,417	2,753,841	**413,076**	**826,152**	718,181	826,152	315,084
121	Development Support & Environ. Mgmt. Fund	545,202	4,234,991	**635,249**	**1,270,497**	0	545,202	0
123	Stormwater Utility Fund	1,034,625	5,434,302	**815,145**	**1,630,291**	0	1,034,625	0
124	Ship Trust Fund	79,975	175,000	**26,250**	**52,500**	0	52,500	27,475
125	Grants	273,186	841,544	**126,232**	**252,463**	213,767	59,419	n/a
126	Non-Countywide General Revenue Fund	1,269,275	22,386,805	**3,358,021**	**6,716,042**	0	1,269,275	0
127	Grants	152,238	60,000	**9,000**	**18,000**	0	18,000	134,238
130	911 Emergency Communications Fund	185,533	1,265,400	**189,810**	**379,620**	0	185,533	0
131	Radio Communications Systems Fund	0	1,646,820	**247,023**	**494,046**	0	0	0
135	Emergency Medical Services Fund	5,562,057	21,008,388	**3,151,258**	**6,302,516**	1,315,221	4,246,836	0
140	Municipal Service Fund	261,777	9,650,910	**1,447,637**	**2,895,273**	0	261,777	0
145	Fire Services Fund	1,415,423	8,458,652	**1,268,798**	**2,537,596**	0	1,415,423	0
160	Tourist Development Fund (1st-5th Cents)	1,471,024	6,450,469	**967,570**	**1,935,141**	414,525	1,056,499	0
160	Tourist Development: Cultural, Visual Arts, Heritage	4,995,770	5,163,084	**774,463**	**1,548,925**	0	1,548,925	3,446,845
162	Special Assessment Paving Fund	36,976	128,440	**19,266**	**38,532**	0	36,976	n/a
164	Killearn Lakes Units I & II Sewer	1,718	237,500	**35,625**	**71,250**	0	1,718	0
165	Bank of America Building Operating Fund	419,346	2,049,430	**307,415**	**614,829**	150,000	269,346	0
166	Huntington Oaks Plaza Fund	210,462	106,991	16,049	32,097	0	32,097	178,365
	Subtotal:	**25,128,685**	**112,861,910**	**16,929,286**	**33,858,573**	**3,262,868**	**17,548,877**	**4,316,940**
	Debt Service Funds							
211	Debt Service - Series 2003 A&B	0				0	0	n/a
220	Debt Service - Series 2005	0				0	0	n/a
222	Debt Service - Series 2014	44,520				0	0	44,520
	Subtotal:	**44,520**				**0**	**0**	**44,520**
	Capital Projects Funds (D)							
305	Capital Improvements Fund	11,085				0	n/a	11,085
306	Gas Tax Transportation Fund	2,180,900				2,100,000	n/a	80,900
308	Local Option Sales Tax Fund	300,957				300,000	n/a	957
309	Local Option Sales Tax Ext. Fund	1,414,209				0	n/a	1,414,209
330	911 Capital Projects Fund	4,046,989				0	n/a	4,046,989
341	Countywide Road District Fund	158,885				0	n/a	158,885
343	NW Urban Collector Fund - Impact Fee	73,678				0	n/a	73,678
344	SE Urban Collector Fund - Impact Fee	103,524				0	n/a	103,524
	Subtotal:	**8,290,227**				**2,400,000**	**0**	**5,890,227**
	Enterprise Funds (D)							
401	Solid Waste Fund (E)	579,251	11,599,286	**1,739,893**	**3,479,786**	0	579,251	0
	Subtotal:	**579,251**	**11,599,286**	**1,739,893**	**3,479,786**	**0**	**579,251**	**0**
	Internal Service Funds (D)							
501	Insurance Service Fund	1,090,362	3,803,684	**570,553**	**1,141,105**	0	1,090,362	0
502	Communications Trust Fund	492,420	1,357,168	**203,575**	**407,150**	396,427	95,993	0
505	Motor Pool Fund	0	2,903,256	**435,488**	**870,977**	0	0	0
	Subtotal:	**1,582,782**	**8,064,108**	**1,209,616**	**2,419,232**	**396,427**	**1,186,355**	**0**
	TOTAL:	**61,404,684**	**291,493,603**	**43,724,040**	**87,448,081**	**7,616,795**	**43,536,201**	**10,251,687**

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

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

Leon County Fiscal Year 2020 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.

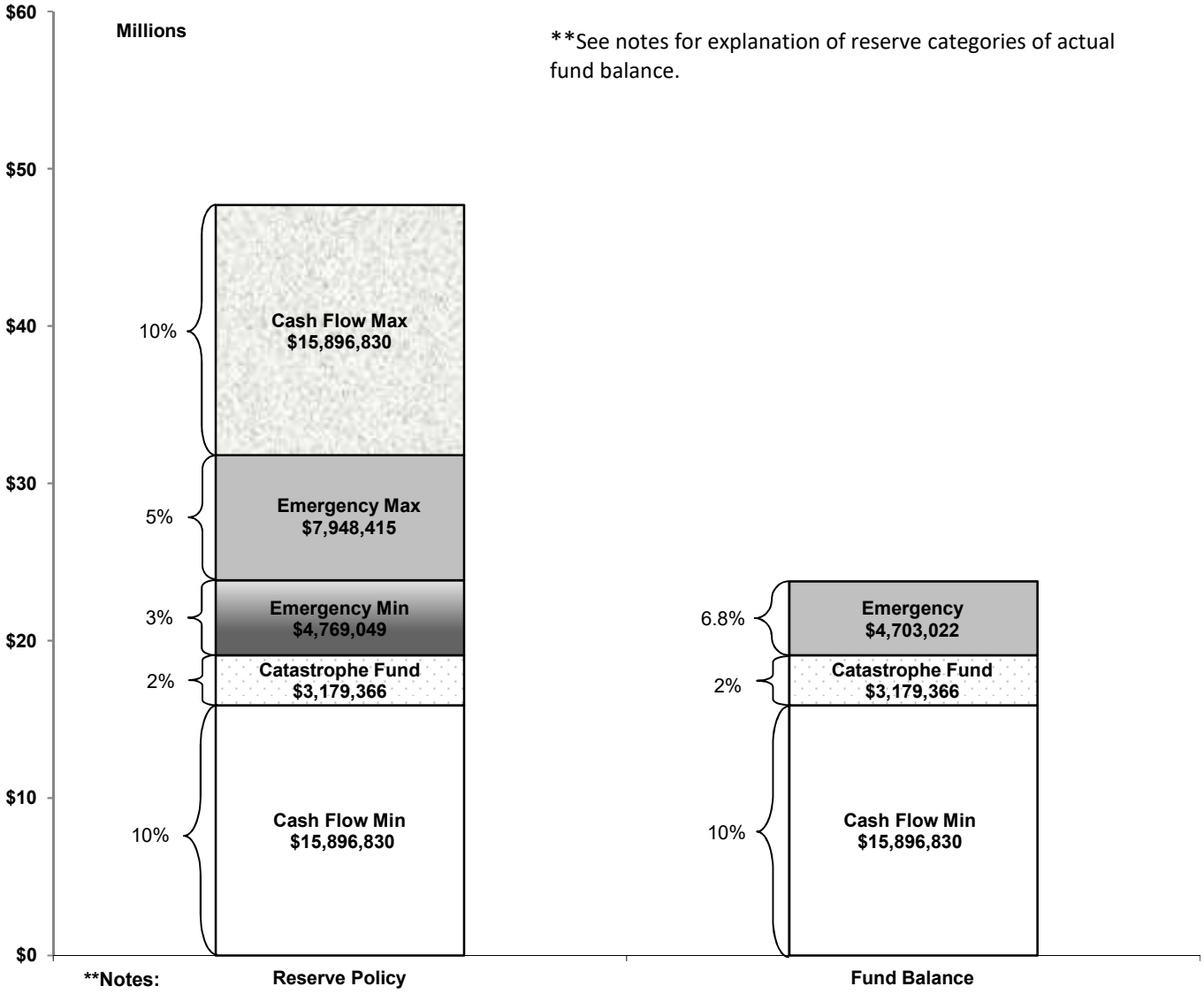
2. Reserve for Cash Balances
a. The County will maintain an annual unappropriated reserve for cash balance at a level sufficient to maintain adequate cash flow and to eliminate the need for short-term borrowing.
b. The unappropriated fund balance shall be no less than ten (10%) and no greater than twenty (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 2020 Budget.
B. The "Fund Balance Allocation" reflects three categories. The "Budgeted for Spending" indicates fund balance being utilized in the FY 2020 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 2019 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 2019 estimated balance is based on current Solid Waste proforma projections.

Leon County Fiscal Year 2020 Adopted Budget

General Fund/Fine and Forfeiture Reserve Illustration

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



1) The base of the reserves is the minimum required for cash flow purposes. Without these minimums, funds would likely have to be borrowed to meet beginning of the year expenditure obligations.
2) Policy column reflects the minimum and maximum reserves under the existing reserve policy. Total reserves without exceeding policy maximum is $47 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 2019 fund balance is estimated at $25.8 million. The Fund Balance column shows the current distribution of reserves with the projected beginning FY 2020 fund balance of $24.2 million. The beginning fund balance contemplates the budgeting of $1.5 million in fund balance as approved by the Board.
5) Proposed fund balance reflects the distribution of reserve categories under the policy which includes catastrophe reserves.

* Based on estimated beginning FY 2020 Fund Balance

Leon County Fiscal Year 2020 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	FY19/20 Principal Payment	FY19/20 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 revenue, Local Government Half Cent Sales Tax, State Revenue Sharing, Race Track funds and other non-ad valorem revenue sources.	$21,061,000	$6,962,000	$114,873	$6,962,000	$114,873	$0	2020
Series 2017	In FY 2017, the bank loan obtained to refund the non-taxable portion of Bond Series 2005 was refinanced.		$15,851,000	$15,529,000	$1,313,834	$165,000	$327,662	$15,364,000	2025
TOTAL			**$36,912,000**	**$22,491,000**	**$1,428,707**	**$7,127,000**	**$442,535**	**$15,364,000**	

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

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) **$106,340**: As part of the County's utility bill consolidation effort, funds are being transferred to the Division of Facilities Management.

General Fund (001) **from** Non-Countywide General Revenue (126) **$9,154,601**: 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) **$116,025**: 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) **$1,645;** 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) **$122,940**: payments for County funded road improvements to private roads.

General Fund (001) **from** County Government Annex (165) **$283,340**: 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) **$85,210**: 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) **$5,530,069**: 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) **$1,557,055**: The County maintains one engineering division. Within this division are transportation and stormwater engineers. To avoid having gas taxes (which are the main source of revenue contained in the Transportation Fund) support unrelated activities, a transfer from the Stormwater Utility offsets the engineering cost provided to the stormwater utility.

Transportation Trust Fund (106) **from** Non-Countywide General Revenue (126) **$1,902,703**: 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) **$2,396,642**: 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) **$2,511,881**: The County's growth management fees do not provide 100% support for services provided by the Department. The transfer is necessary to fund non-fee related activity and any additional difference.

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

Special Revenue Funds Continued

Stormwater Utility (123) **from** Non-Countywide General Revenue (126) **$1,097,323**: This transfer provides the additional revenue to support the county's stormwater utility program not funded through the stormwater non ad valorem assessment. This transfer will offset the discount provided to veterans and low-income seniors and properties receiving stormwater credit discounts.

Grants (125) **from** Non-Countywide General Revenue (126) **$90,131** This transfer provides matching funds for state and federal grants, including emergency management.

Radio Communication Systems (131) **from** General Fund (001) **$1,485,035**: 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 that occurred during FY18.

2020 Sales Tax Extension JPA (352) **from** Municipal Services (140) **$375,000:** This transfer provides L.I.F.E funding to support maintenance at park facilities constructed from past and future local sales tax proceeds.

Debt Service Funds

In accordance with all enabling bond ordinances and resolutions, the County is required to establish separate funds for the purposes of making debt service payments. To avoid "splitting revenues" across multiple funds, the County accrues all the revenues to individual accounts in a particular fund. The County then makes transfers from the applicable funds to the appropriate debt (or other) funds.

Capital Projects Funds

Capital Improvements (305) **from** General Fund (001) **$5,107,194**: This transfer uses regular general revenue fund transfers to support capital projects.

Capital Improvements (305) **from** Municipal Services (140) **$2,285,764**: This transfer will fund vehicles, equipment and Parks and Recreation Infrastructure.

Capital Improvements (305) **from** Tourist Development (160) **$350,000**: This transfer will assist in funding the Apalachee Regional Park Cross Country Track, pavilion, restrooms, stage and finish line.

Capital Improvements (305) **from** 2020 Sales Tax Extension (352) **$1,593,750**: This transfer begins the repayment of advance funds used to support sewer related water quality projects.

Gas Tax Transportation (306) **from** Transportation Trust (106) **$1,758,708**: The transfer is to support transportation fund vehicle and equipment replacements, pavement markings and road-related stormwater capital projects funded from the gas tax.

Enterprise Funds

Solid Waste (401) **from** Non-Countywide General Revenue (126) **$1,017,985**: The transfer is necessary to support the operation of the rural waste collection centers land increase in recycling costs.

Internal Services Funds

Insurance Services (501) **from** Fire Services (145) **$40,200:** The transfer is to cover insurance expense associated with the Volunteer Fire Departments.

Leon County Fiscal Year 2020 Adopted Budget

Schedule of Transfers

Fund #	Transfer To	Fund #	Transfer From		Transfer Amount
General Funds					
001	General Fund	106	Transportation Trust Fund		106,340
001	General Fund	126	Non-Countywide General Revenue		9,154,601
001	General Fund	140	Municipal Services		116,025
001	General Fund	145	Fire Rescue Services		1,645
001	General Fund	162	Co. Accepted Roadways & Drainage System		122,940
001	General Fund	165	County Government Annex		283,340
001	General Fund	401	Solid Waste		85,210
060	Supervisor Of Elections	001	General Fund		5,530,069
				Subtotal	**15,400,170**
Special Revenue Funds					
106	Transportation Trust	123	Stormwater Utility		1,557,055
106	Transportation Trust	126	Non-Countywide General Revenue		1,902,703
111	Probation Services	001	General Fund		2,396,642
121	Dvpmt. Srvcs. & Environ. Mgmt.	126	Non-Countywide General Revenue		2,511,881
123	Stormwater Utility	106	Transportation Trust		800,000
123	Stormwater Utility	126	Non-Countywide General Revenue		1,097,323
125	Grants	126	Non-Countywide General Revenue		90,131
131	Radio Communications Systems	001	General Fund		1,485,035
135	Emergency Medical Services MSTU	140	Muncipal Services		200,000
140	Muncipal Services	352	2020 Sales Tax Extension		375,000
				Subtotal	**12,415,770**
Debt Service Funds					
211	Bond Series 2012A & 2012B	126	Non-Countywide General Revenue		6,119,519
211	Bond Series 2012A & 2012B	165	Bank of America Building Operations		957,354
222	Debt Series 2017	126	Non-Countywide General Revenue		492,662
				Subtotal	**7,569,535**
Capital Projects Funds					
305	Capital Improvements	001	General Fund		5,107,194
305	Capital Improvements	140	Municipal Services		2,285,764
305	Capital Improvements	160	Tourist Development		350,000
305	Capital Improvements	352	2020 Sales Tax Extension		1,593,750
306	Gas Tax Transportation	106	Transportation Trust		1,758,708
				Subtotal	**11,095,416**
Enterprise Funds					
401	Solid Waste	126	Non-Countywide General Revenue		1,017,985
				Subtotal	**1,017,985**
Insurance Service					
501	Insurance Servive	145	Fire Rescue Services		40,200
				Subtotal	**40,200**
			TOTAL		**$47,539,076**

Leon County Fiscal Year 2020 Adopted Budget

Budget by Fund

Fund Types	6 – 2
Revenue by Source	6 – 3
Summary of All Funds	6 – 4
General Funds	6 – 5
Special Revenue Funds	6 – 8
Debt Service Funds	6 – 34
Capital Funds	6 – 37
Enterprise Funds	6 – 52
Internal Service Funds	6 – 54

Organization of Funds

Basis of Budget

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

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

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

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

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

Funds

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

The various funds are as follows:

Governmental Fund Types

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

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

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

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

Proprietary Fund Types

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

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

Leon County Fiscal Year 2020 Adopted Budget

Fund Revenue By Source

Fund	Property Tax MSTU or Assmt (1)	State Gas Tax	Local Gas Tax	State Revenue Sharing	1/2 Cent Sales Tax	Local Sales Tax	PST and CST (2)	Fund Balance (3)	Fines	Fees & Licenses (4)	Transfers	Other Revenue (5)	Total Budgeted Revenue
001 General Fund	55,433,408	-	-	143,222	-	-	-	1,557,500	-	1,017,009	9,870,101	5,369,706	**73,390,946**
060 Supervisor of Elections	-	-	-	-	-	-	-	-	-	-	5,530,069	-	**5,530,069**
106 Transportation Trust	-	4,470,230	8,392,680	-	-	-	-	-	-	137,197	3,459,758	358,063	**16,817,928**
110 Fine and Forfeiture	84,065,518	-	-	25,270	-	-	-	-	107,350	881,985	-	497,230	**85,577,353**
111 Probation Services	-	-	-	-	-	-	-	300,000	-	648,470	2,396,642	119,380	**3,464,492**
114 Teen Court	-	-	-	-	-	-	-	-	-	80,749	-	-	**80,749**
116 Drug Abuse Trust	-	-	-	-	-	-	-	-	-	88,850	-	190	**89,040**
117 Judicial Programs	-	-	-	-	-	-	-	151,174	-	205,960	-	-	**357,134**
120 Building Inspection	-	-	-	6,650	-	-	-	718,181	-	1,988,730	-	40,280	**2,753,841**
121 Dvlpmt Srvs & Envrmt Mgmt	-	-	-	-	-	-	-	-	18,620	1,690,335	2,511,881	14,155	**4,234,991**
122 Mosquito Control	-	-	-	-	-	-	-	-	-	-	-	-	**-**
123 Stormwater Utility	3,486,154	-	-	-	-	-	-	-	-	-	1,897,323	50,825	**5,434,302**
124 SHIP Trust	-	-	-	-	-	-	-	-	-	-	-	175,000	**175,000**
125 Grants	-	-	-	383,617	-	-	-	213,767	-	-	90,131	154,029	**841,544**
126 Non-Countywide Gen Rev	-	-	-	5,938,450	13,235,400	-	2,806,300	-	-	194,567	-	212,088	**22,386,805**
127 Grants - Interest Bearing	-	-	-	60,000	-	-	-	-	-	-	-	-	**60,000**
130 9-1-1 Emergency Comm	-	-	-	1,265,400	-	-	-	-	-	-	-	-	**1,265,400**
131 Radio Comm Systems	-	-	-	-	-	-	-	-	161,785	-	1,485,035	-	**1,646,820**
135 Emergency Medical Srvs	8,372,157	-	-	-	-	-	-	1,315,221	-	10,714,980	200,000	406,030	**21,008,388**
140 Municipal Services	-	-	-	-	-	-	9,157,439	-	-	-	375,000	118,471	**9,650,910**
145 Fire Rescue Service	-	-	-	-	-	-	-	-	-	8,458,652	-	-	**8,458,652**
160 Tourist Development	-	-	-	-	-	5,842,310	-	414,525	-	-	-	193,634	**6,450,469**
161 Housing Fin. Authority	-	-	-	-	-	-	-	-	-	-	-	-	**-**
162 Special Assess. 2/3 Paving	108,205	-	-	-	-	-	-	-	-	-	-	20,235	**128,440**
164 Special Assess. Killearn	237,500	-	-	-	-	-	-	-	-	-	-	-	**237,500**
165 Bank of America Building	-	-	-	-	-	-	-	150,000	-	180,284	-	1,719,146	**2,049,430**
166 Huntington Oaks Plaza	-	-	-	-	-	-	-	-	-	-	-	106,991	**106,991**
211 Bond Series 2012A & 2012B	-	-	-	-	-	-	-	-	-	-	7,076,873	-	**7,076,873**
220 Bond Series 2005	-	-	-	-	-	-	-	-	-	-	-	-	**-**
221 ESCO Lease	-	-	-	-	-	-	-	-	-	-	-	-	**-**
222 Bond Series 2014	-	-	-	-	-	-	-	-	-	-	492,662	-	**492,662**
305 Capital Improvements	-	-	-	-	-	-	-	-	-	-	9,336,708	522,310	**9,859,018**
306 Transportation Capital	-	-	-	-	-	-	-	2,100,000	-	-	1,758,708	-	**3,858,708**
308 Sales Tax	-	-	-	-	-	-	-	300,000	-	-	-	-	**300,000**
309 Sales Tax - Extension	-	-	-	-	-	1,134,300	-	-	-	-	-	72,295	**1,206,595**
311 Bond Series 2003A & 2003B	-	-	-	-	-	-	-	-	-	-	-	-	**-**
321 ESCO Capital Projects	-	-	-	-	-	-	-	-	-	-	-	-	**-**
330 9-1-1 Capital Projects	-	-	-	-	-	-	-	-	-	-	-	97,375	**97,375**
351 Sales Tax Extension 2020	-	-	-	-	-	3,402,900	-	-	-	-	-	-	**3,402,900**
352 Sales Tax Ext 2020 - JPA	-	-	-	-	-	3,586,830	-	-	-	-	-	-	**3,586,830**
401 Solid Waste	1,497,162	-	-	-	-	-	-	-	-	8,860,188	1,017,985	223,951	**11,599,286**
501 Insurance Service	-	-	-	-	-	-	-	-	-	-	40,200	3,763,484	**3,803,684**
502 Communications Trust	-	-	-	-	-	-	-	396,427	-	-	-	960,741	**1,357,168**
505 Motor Pool	-	-	-	-	-	-	-	-	-	-	-	2,903,256	**2,903,256**
TOTAL	**153,200,104**	**4,470,230**	**8,392,680**	**7,822,609**	**13,235,400**	**13,966,340**	**11,963,739**	**7,616,795**	**287,755**	**35,147,956**	**47,539,076**	**18,098,865**	**274,202,473**

Notes:
The $274,202,473 total budgeted revenue is net of interfund transfers.
1. Property tax from ad-valorem is allocated in Fund 001-General Fund and Fund 110-Fine and Forfeiture, while the EMS MSTU is allocated in Fund 135-Emergency Medical Services and the other non-advalorem assessments are allocated in Fund 123-Stormwater, Fund 162-Paving Assessment, Fund 164-Special Assessment-Killearn Lakes Sewer and Fund 401-Solid Waste.
2. Public Services Tax (PST) on utilities is estimated to provide $9.2 million in funding for Fund 140 Municipal Services. Communications Services Tax (CST) is estimated to provide $2.8 million in funding for Fund 126 Non-Countywide General Revenue.
3. Appropriated Fund Balance is in the amount of $7.6 million for FY 2020.
4. Fees and Assessments account for $35.5 million of the $37.2 million in revenue, licenses account for $1.8 million ($2.0 million to Fund 120 Building Inspection, $1.7 million to Fund 121 Develpment Services & Environ. Mgmt., and $0.19 million to Fund 126 Non-Countywide General Revenue). $8.4 million is for Fire Services.
5. Other Revenue include funding from interest, rents and royalties, grants, intergovernmental reimbursements, departmental billings, and other miscellaneous revenue.

Leon County Fiscal Year 2020 Adopted Budget

Summary of All Funds

		FY 2018 Actual	FY 2019 Adopted	FY 2020 Requested	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 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	**67,097,038**	**69,568,924**	**73,529,702**	**73,390,946**	**75,104,238**	**79,197,000**	**80,888,385**	**83,899,105**
Special Revenue Funds									
Supervisor of Elections	060	4,308,045	4,150,267	5,537,297	5,530,069	4,432,201	4,621,291	4,551,708	5,829,156
Transportation Trust	106	17,950,113	18,279,190	16,865,223	16,817,928	22,004,093	19,614,633	19,703,994	20,170,787
Fine and Forfeiture	110	78,933,356	80,512,014	85,382,483	85,577,353	89,163,429	93,391,285	97,835,499	102,643,818
Probation Services	111	3,023,544	3,279,196	3,477,013	3,464,492	3,576,226	3,679,670	3,787,796	3,901,080
Teen Court	114	113,511	80,465	81,085	80,749	83,508	86,049	90,176	92,639
Drug Abuse Trust	116	82,505	95,195	89,040	89,040	93,227	97,609	102,276	107,033
Judicial Programs	117	144,277	321,486	358,085	357,134	343,707	352,413	352,583	361,980
Building Inspection	120	2,304,475	2,283,372	2,763,612	2,753,841	2,579,677	2,655,539	2,734,184	2,816,843
Dvlpmt Srvcs & Environ. Mgmt.	121	3,599,835	4,104,779	4,248,649	4,234,991	4,385,141	4,522,236	4,664,047	4,812,000
Stormwater Utility	123	5,892,408	5,428,870	5,450,439	5,434,302	5,562,520	5,739,345	5,865,843	6,028,320
SHIP Trust	124	1,139,313	167,323	175,000	175,000	-	-	-	-
Grants	125	5,295,592	680,732	842,942	841,544	856,554	872,127	888,283	905,057
Non-Cntywide Gen. Rev.	126	24,878,925	22,064,587	22,386,805	22,386,805	22,859,850	23,281,223	23,666,223	24,050,487
Grants	127	120,100	60,000	60,000	60,000	60,000	60,000	60,000	60,000
9-1-1 Emergency Communications	130	1,186,875	1,280,790	1,265,400	1,265,400	1,303,400	1,342,350	1,383,200	1,424,050
Radio Communication Systems	131	1,654,860	1,513,893	1,646,820	1,646,820	1,691,950	1,738,433	1,648,802	1,698,116
EMS MSTU	135	20,163,880	20,503,794	21,044,940	21,008,388	22,414,491	23,060,662	23,696,592	24,433,120
Municipal Services	140	8,397,522	9,207,993	9,650,910	9,650,910	10,061,354	10,298,603	10,659,071	10,971,809
Fire Rescue Services	145	2,725,550	8,154,090	8,458,652	8,458,652	10,138,272	10,218,690	10,299,912	10,381,945
Tourist Development	160	5,331,350	6,582,991	6,353,195	6,450,469	6,572,951	6,701,530	7,007,371	7,091,568
Special Assessment. Paving	162	743,114	126,540	128,440	128,440	109,081	98,747	98,768	91,760
Killearn Lakes Units I and II Sewer	164	224,992	237,500	237,500	237,500	237,500	237,500	237,500	237,500
Bank of America Building	165	1,685,244	1,808,542	2,049,430	2,049,430	1,868,329	1,508,757	1,495,459	1,223,849
Huntington Oaks Plaza	166	195,328	113,357	106,991	106,991	107,350	107,507	108,669	108,836
Subtotal		**190,300,744**	**191,036,966**	**198,659,951**	**198,806,248**	**210,504,811**	**214,286,199**	**220,937,956**	**229,441,753**
Debt Service Funds									
Series 2003A & 2003B	211	7,074,446	7,079,017	7,076,873	7,076,873	-	-	-	-
ESCO Lease	221	484,514	-	-	-	-	-	-	-
Series 2014	222	493,139	496,301	492,662	492,662	3,268,180	3,270,062	3,271,593	3,269,753
Subtotal		**8,052,099**	**7,575,318**	**7,569,535**	**7,569,535**	**3,268,180**	**3,270,062**	**3,271,593**	**3,269,753**
Capital Project Funds									
Capital Improvements	305	10,028,350	11,458,901	9,859,018	9,859,018	9,621,661	11,698,824	10,096,314	10,273,191
Transportation Improvements	306	2,163,064	3,344,845	3,858,708	3,858,708	6,545,273	3,744,935	3,451,595	3,493,255
Sales Tax	308	74,828	-	300,000	300,000	-	-	-	-
Sales Tax - Extension	309	6,635,097	4,695,350	1,206,595	1,206,595	1,600,000	-	-	-
Series 1999 Construction	318	50,308	-	-	-	-	-	-	
9-1-1 Capital Projects	330	-	80,655	97,375	97,375	98,349	99,332	100,326	101,329
Impact Fee - Countywide Rd.	341	37,972	-	-	-	-	-	-	-
Sales Tax - Extension 2020	351	-	-	3,402,900	3,402,900	4,674,000	4,767,100	4,862,100	4,959,950
Sales Tax - Extension 2020 JPA Agreement	352	-	-	3,586,830	3,586,830	4,809,800	4,837,730	4,866,610	4,896,440
Subtotal		**19,017,042**	**19,579,751**	**22,311,426**	**22,311,426**	**27,349,083**	**25,147,921**	**23,376,945**	**23,724,165**
Enterprise Funds									
Solid Waste	401	12,344,658	10,716,603	11,607,934	11,599,286	12,498,197	12,701,653	13,159,412	13,385,878
Subtotal		**12,344,658**	**10,716,603**	**11,607,934**	**11,599,286**	**12,498,197**	**12,701,653**	**13,159,412**	**13,385,878**
Internal Service Funds									
Insurance Service	501	4,762,465	3,373,865	3,803,684	3,803,684	3,841,535	3,879,950	3,918,749	3,957,935
Communications Trust	502	752,172	1,253,622	1,357,168	1,357,168	1,370,737	1,384,447	1,398,292	1,412,271
Motor Pool	505	2,824,580	2,729,428	2,906,725	2,903,256	2,932,081	2,961,181	2,990,550	3,020,199
Subtotal		**8,339,217**	**7,356,915**	**8,067,577**	**8,064,108**	**8,144,353**	**8,225,578**	**8,307,591**	**8,390,405**
TOTAL		**305,150,798**	**305,834,477**	**321,746,125**	**321,741,549**	**336,868,862**	**342,828,413**	**349,941,882**	**362,111,059**
Less Interfund Transfers		51,283,200	42,234,280	47,558,825	47,539,076	52,924,485	53,374,766	51,962,056	54,139,164
NET TOTAL		**253,867,598**	**263,600,197**	**274,187,300**	**274,202,473**	**283,944,377**	**289,453,647**	**297,979,826**	**307,971,895**

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Ad Valorem - General Fund	311110	49,005,574	52,212,746	58,056,219	55,153,408	60,222,906	61,640,680	63,357,348	66,154,125
Delinquent Taxes	311200	-	280,000	294,737	280,000	280,000	280,000	280,000	280,000
Delinquent Taxes 2004	311204	1	-	-	-	-	-	-	-
Delinquent Taxes 2006	311206	147	-	-	-	-	-	-	-
Delinquent Taxes 2007	311207	-	-	-	-	-	-	-	-
Delinquent Taxes 2008	311208	1,135	-	-	-	-	-	-	-
Delinquent Taxes 2009	311209	502	-	-	-	-	-	-	-
Delinquent Taxes - 2010	311210	10,110	-	-	-	-	-	-	-
Delinquent Taxes 2011	311211	6,939	-	-	-	-	-	-	-
Delinquent Taxes 2012	311212	7,758	-	-	-	-	-	-	-
Delinquent Taxes 2013	311213	12,655	-	-	-	-	-	-	-
Delinquent Taxes - 2014	311214	30,238	-	-	-	-	-	-	-
Delinquent Taxes-2015	311215	77,625	-	-	-	-	-	-	-
Delinquent Taxes-2016	311216	87,550	-	-	-	-	-	-	-
Tourist Development (4 Cents)	312100	43,565	43,794	47,722	45,336	46,696	48,098	49,541	51,026
Tourist Development (1 Cent)	312110	10,887	14,598	11,931	11,334	11,672	12,016	12,375	12,748
Process Server Fees	329300	9,000	8,550	10,000	9,500	9,500	9,500	9,500	9,500
Irma FEMA Reimbursement	331321	4,029	-	-	-	-	-	-	-
Federal Payments in Lieu of Taxes	333000	267,278	209,950	280,000	266,000	273,980	282,199	290,666	299,386
State Library Aid	334710	175,330	165,990	150,760	143,222	143,222	143,222	143,222	143,222
COT Reimbursement for PSC	337220	1,863,076	912,754	940,137	940,137	968,341	997,391	1,027,313	1,058,133
GIS	337300	1,285,687	1,326,761	1,513,419	1,513,419	1,543,687	1,574,561	1,606,052	1,638,173
CRTPA Reimbursement	337401	731,208	-	-	-	-	-	-	-
Blueprint 2000 Reimbursement	337402	628,480	424,505	201,804	201,804	208,706	215,889	223,367	231,154
HFA Emergency Repairs	337502	12,649	-	-	-	-	-	-	-
Payments In Lieu Of Taxes	339100	45,365	-	-	-	-	-	-	-
$2.00 IT Added Court Cost FS 28.24 (12)	341160	351,186	326,895	337,300	320,435	314,070	307,800	301,625	295,545
Zoning Fees	341200	14,550	12,350	13,000	12,350	12,350	12,350	12,350	12,350
Hand Fogging Fees	342950	1,025	1,130	1,300	1,235	1,247	1,260	1,272	1,284
Medical Examiner Facility Use Fee	343800	-	47,500	263,158	250,000	252,501	255,026	257,575	260,151
Boaa Variance Requests	343950	50	-	-	-	-	-	-	-
Parking Facilities	344500	142,232	138,700	147,000	139,650	141,340	143,036	143,879	145,577
Library Parking	344510	43,348	35,753	43,100	40,945	41,325	4,180	43,035	44,270
Library Fees	347100	113,725	114,000	98,000	93,100	88,350	84,550	79,800	76,000
Library Printing	347101	7,762	8,550	7,200	6,840	6,935	7,030	7,125	7,220
FS 29.0085 Court Facilities	348930	687,922	773,300	627,000	595,650	605,150	613,700	536,750	632,700
Civil Fee - Circuit Court	349200	154	-	-	-	-	-	-	-
GAL / Ciruit-wide Reimbursement	349501	25,628	27,537	38,836	36,894	37,447	38,009	38,579	39,157
Fees	349600	41	-	-	-	-	-	-	-
Interest Income - Investment	361110	211,111	98,065	98,065	98,065	98,065	98,065	98,065	98,065
Pool Interest Allocation	361111	621,387	945,000	999,000	949,050	958,541	968,126	977,807	987,586
Net Incr(decr) In Fmv Of Investment	361300	(143,854)	-	-	-	-	-	-	-
Rents And Royalties	362000	2	4,086	5,000	4,750	4,750	4,750	4,750	4,750
Gain (loss) On Sale Land	364300	5,000	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	185,729	415,150	200,000	190,000	195,700	201,571	207,618	213,846
Refund Of Prior Year Expenses	369300	21,455	-	-	-	-	-	-	-
Lawsuit Settlements	369350	6,496	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	187,302	104,500	223,397	212,227	212,227	212,227	212,227	212,227
Volunteer Certificate Training Fees	369930	1,800	950	1,451	1,378	1,378	1,378	1,378	1,378
Transfer From Fund 106	381106	72,096	97,135	106,340	106,340	108,500	111,755	115,108	118,561
Transfer From Fund 124	381124	42,000	-	-	-	-	-	-	-
Transfer From Fund 126	381126	8,687,767	7,795,529	9,154,601	9,154,601	5,771,366	8,886,630	9,299,803	9,319,301
Transfer From Fund 140	381140	103,122	103,125	116,025	116,025	119,506	123,091	126,784	130,588
Transfer From Fund 145	381145	-	1,965	1,645	1,645	1,694	1,745	1,797	1,851
Transfer From Fund 160	381160	14,500	12,270	-	-	-	-	-	-

Leon County Fiscal Year 2020 Adopted Budget

General Fund (001)

Revenue Sources	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Transfer From Fund 162	381162	145,031	121,040	122,940	122,940	103,581	93,247	93,268	86,260
Transfer From Fund 165	381165	113,829	255,695	283,340	283,340	286,173	289,035	291,925	294,844
Transfer From Fund 401	381401	51,918	82,435	85,210	85,210	86,716	88,267	89,865	91,511
Transfer From Fund 505	381505	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	135,383	-	-	-	-	-	-	-
Property Appraiser	386600	128,637	-	-	-	-	-	-	-
Tax Collector	386700	663,904	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Supervisor Of Elections	386800	332,114	-	-	-	-	-	-	-
Workers Compensation Insurance	396600	(1,785)	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	2,000,000	1,557,500	1,557,500	1,500,000	1,000,000	500,000	500,000
Total Revenues		67,460,971	69,568,924	76,483,751	73,390,946	75,104,238	79,197,000	80,888,385	83,899,105

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
County Commission	100-511	1,701,293	1,726,166	1,774,073	1,767,755	1,805,031	1,844,004	1,884,778	1,927,442
Commission District 1	101-511	7,774	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commission District 2	102-511	3,377	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commission District 3	103-511	3,529	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commission District 4	104-511	4,572	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commission District 5	105-511	9,781	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commission At-Large (Group 1)	106-511	5,098	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commission At-Large (Group 2)	107-511	10,440	12,500	12,500	12,500	12,500	12,500	12,500	12,500
Commissioners' Account	108-511	22,574	25,075	25,175	25,175	25,185	25,195	25,205	25,215
County Administration	110-512	1,101,889	1,133,103	1,201,209	1,199,472	1,233,554	1,268,817	1,305,309	1,343,079
Volunteer Services	113-513	192,480	207,259	217,158	216,339	222,837	229,609	236,663	244,016
PLACE - Economic Development	114-512	306,574	304,755	77,000	77,000	-	-	-	-
Strategic Initiatives	115-513	720,798	746,007	833,987	831,822	815,546	836,065	857,419	879,639
Community and Media Relations	116-513	621,207	672,832	781,633	779,612	785,001	801,042	817,765	835,206
County Attorney	120-514	2,088,724	2,061,872	2,124,648	2,121,437	2,168,889	2,217,825	2,268,535	2,321,109
Office of Sustainability	127-513	314,316	312,706	323,271	322,550	348,448	334,590	360,987	347,654
Office of Management & Budget	130-513	744,904	800,406	821,019	818,657	839,620	861,436	884,138	907,768
Clerk - Finance Administration	132-586	1,670,645	1,764,742	1,852,423	1,845,539	1,907,996	1,965,236	2,024,193	2,084,919
Procurement	140-513	565,295	503,059	487,778	486,240	501,352	517,060	533,394	550,377
Warehouse	141-513	113,172	114,842	117,973	117,491	121,356	125,385	129,580	133,951
Facilities Management	150-519	7,153,986	7,622,728	7,983,387	7,968,521	8,117,764	8,273,302	8,431,097	8,576,591
Real Estate Management	156-519	269,469	299,410	355,833	355,111	344,841	349,779	354,938	360,327
Human Resources	160-513	1,204,447	1,405,087	1,513,960	1,509,093	1,549,332	1,592,172	1,636,839	1,683,299
Management Information Services	171-513	6,346,059	6,713,267	6,936,256	6,922,449	7,103,234	7,287,685	7,479,136	7,674,253
Article V MIS	171-713	40,521	-	-	-	-	-	-	-
Health Department	190-562	237,345	237,345	237,345	237,345	237,345	237,345	237,345	237,345
Mosquito Control	216-562	629,184	847,506	853,087	851,209	864,217	877,787	891,951	906,737
Lib - Policy, Planning, & Operations	240-571	844,052	891,914	912,338	909,660	927,097	945,307	964,320	984,183
Library Public Services	241-571	4,361,315	4,707,401	4,682,737	4,661,631	4,816,017	4,977,053	5,144,950	5,319,629
Library Collection Services	242-571	1,577,549	1,600,771	1,649,076	1,643,829	1,677,821	1,713,311	1,747,771	1,783,822
Summer Youth Employment	278-551	36,800	40,606	40,666	40,666	40,727	40,727	40,727	40,727
Cooperative Extension	361-537	383,593	433,603	429,723	429,723	442,506	455,672	469,232	471,146
Medical Examiner	370-527	480,998	460,225	540,441	540,441	549,121	557,974	567,004	567,004
Tubercular Care & Child Protection Exams	370-562	53,250	61,000	61,000	61,000	61,000	61,000	61,000	61,000
Baker Act & Marchman Act	370-563	584,976	638,156	638,156	638,156	638,156	638,156	638,156	638,156
Medicaid & Indigent Burials	370-564	2,946,599	3,101,226	3,335,672	3,335,672	3,433,810	3,534,892	3,639,007	3,746,246
CHSP & Emergency Assistance	370-569	1,256,181	1,370,293	1,481,006	1,480,524	1,483,122	1,485,844	1,488,696	1,491,682
Housing Services	371-569	553,403	559,103	582,477	585,596	603,047	621,195	640,076	659,718
Veteran Services	390-553	329,351	358,013	372,659	371,598	377,273	383,217	389,446	395,973
Capital Regional Transportation Planning Agency	402-515	23,093	-	-	-	-	-	-	-
Blueprint 2000	403-515	600,882	636,693	438,309	436,719	451,425	466,726	482,639	499,201
Public Safety Complex Facilities	410-529	1,494,012	1,594,177	1,607,538	1,606,491	1,619,287	1,632,558	1,661,833	1,676,137
Public Safety Complex Technology	411-529	222,187	249,527	269,503	268,924	274,321	279,669	285,230	291,009
Geographic Info. Systems	421-539	1,921,469	2,041,572	2,108,005	2,103,224	2,154,528	2,207,812	2,263,163	2,320,696
MIS Automation - General Fund	470-519	264,295	251,492	-	-	300,682	302,756	304,845	306,951
General Fund - Risk	495-519	536,622	531,640	531,640	531,640	531,640	531,640	531,640	531,640

Leon County Fiscal Year 2020 Adopted Budget

General Fund (001)

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Indirect Costs - General Fund	499-519	(6,195,501)	(6,732,000)	(7,144,000)	(7,144,000)	(7,362,000)	(7,587,000)	(7,821,000)	(8,060,000)
Property Appraiser	512-586	5,091,369	5,088,414	5,078,829	5,059,837	5,180,406	5,284,014	5,389,694	5,497,488
Tax Collector	513-586	4,689,603	4,932,000	5,077,511	5,077,511	5,179,061	5,282,642	5,389,351	5,518,156
Court Administration	540-601	205,945	204,425	207,568	206,609	213,456	220,598	228,049	235,825
Court Information Systems	540-713	13,078	10,705	11,815	11,815	11,933	12,052	12,172	12,294
Guardian Ad Litem	547-685	18,918	19,942	20,710	20,710	20,710	20,710	20,710	20,710
GAL Information Systems	547-713	2,572	2,770	2,715	2,715	2,742	2,770	2,798	2,826
Planning Department	817-515	728,884	973,467	1,145,578	1,145,289	1,016,567	1,038,336	1,060,606	1,064,898
Non-Operating General Fund	820-519	849,812	877,159	1,006,387	1,001,387	952,536	951,539	950,985	951,115
Tax Deed Applications	831-513	(5,359)	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	102,482	100,000	100,000	100,000	100,000	100,000	100,000	100,000
COCA Contract	888-573	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Transfers	950-581	11,576,037	10,133,715	14,538,689	14,518,940	14,991,109	17,734,615	17,968,364	19,553,573
Primary Health Care	971-562	1,693,836	1,831,620	1,828,601	1,828,022	1,831,108	1,834,341	1,837,727	1,841,278
CRA-Payment	972-559	2,782,393	2,277,443	2,726,878	2,733,540	2,863,222	3,092,280	3,339,662	3,606,835
Budgeted Reserves - General Fund	990-599	585,130	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Budgeted Reserves-Homestead Exemption	992-599	-	2,093,426	-	-	-	-	-	-
Total Appropriations		67,097,038	69,568,924	73,529,702	73,390,946	75,104,238	79,197,000	80,888,385	83,899,105
Revenues Less Appropriations		363,933	-	2,954,050	-	-	-	-	-

Notes:
Leon County's budget is balanced without increasing the current 8.3144 millage rate. For FY 2020 due to an improved housing and commercial property market, property values increased by 6.05%, providing an additional $7.9 million in property tax revenue. The property tax increase allowed for an increase in the General Fund (Fund 001) transfer to the capital projects (Fund 305) by $2.393 million over FY 2019 to $5.1 million from the General Fund. The remaining $2.3 million in general revenue transfer to capital is from the Municipal Services Fund (Fund 140), making the total general revenue transfer to capital $7.4 million. In addition, the Board appropriated $1.557 million in fund balance, a decrease of $442,500 from FY 2019. The use of this fund balance still leaves the general fund reserves within policy limits. Out years from FY 2021 to FY 2024 show level use of fund balance in FY 2021, with a declining use of fund balance in later out years.

The MIS allocation costs for FY 2020 to the general fund are reduced for one year due to the appropriation of accumulated fund balance in Communications Trust (Fund 502).

Additionally, FY 2020, implements the first year of the multi-fiscal year plan by reallocating $2,093,426 in homestead exemption reserves available due to the failure of Amendment #1 in November 2018. The Multi-year fiscal plan that will cumulatively provide tax and fee avoidances of $4.6 million dollars beginning in FY 2021.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Supervisor Of Elections	341550	26,767	-	-	-	-	-	-	-
Pool Interest Allocation	361111	1,972	-	-	-	-	-	-	-
Transfer From Fund 001	381001	4,291,300	4,150,267	5,530,069	5,530,069	4,432,201	4,621,291	4,551,708	5,829,156
Total Revenues		4,320,039	4,150,267	5,530,069	5,530,069	4,432,201	4,621,291	4,551,708	5,829,156

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
MIS Automation-SOE	470-513	15,440	15,381	28,094	28,094	28,375	28,659	28,946	29,235
Supervisor of Elections - Risk	495-513	16,105	16,687	16,687	16,687	16,687	16,687	16,687	16,687
Voter Registration	520-513	2,558,305	2,696,737	2,865,305	2,858,320	2,978,493	3,028,956	3,120,433	3,177,489
Elections	520-586	215,407	-	-	-	-	-	-	-
Elections	521-513	1,386,081	1,421,462	2,627,211	2,626,968	1,408,646	1,546,989	1,385,642	2,605,745
Elections	521-586	116,707	-	-	-	-	-	-	-
Total Appropriations		4,308,045	4,150,267	5,537,297	5,530,069	4,432,201	4,621,291	4,551,708	5,829,156
Revenues Less Appropriations		11,993	-	(7,228)	-	-	-	-	-

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 2020 cycle is Presidential Preference Primary election. The FY 2020 Supervisor of Elections budget reflects a total increase of $1.38 million over FY 2019, which was funded as part of the Multi-year fiscal plan related to the reallocation of the homestead reserves.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
County Ninth-Cent Voted Fuel Tax	312300	1,459,550	1,452,455	1,573,200	1,494,540	1,524,431	1,554,919	1,586,017	1,617,738
Local Option Gas Tax	312410	3,784,996	3,745,185	4,054,700	3,851,965	3,929,004	4,007,585	4,087,736	4,169,491
2nd Local Option Gas Tax	312420	3,005,517	3,019,290	3,206,500	3,046,175	3,107,165	3,169,295	3,232,660	3,297,260
Federal Payments in Lieu of Taxes	333000	54,013	32,582	36,300	34,485	34,485	34,485	34,485	34,485
20% Surplus Gas Tax	335420	595,897	587,955	642,400	610,280	622,440	634,885	647,615	660,535
5th & 6th Cent Gas Tax	335430	2,383,590	2,352,200	2,568,000	2,439,600	2,488,050	2,537,450	2,588,750	2,640,050
Gas Tax Pour-Over Trust	335440	1,309,474	1,290,100	1,402,205	1,332,095	1,358,425	1,385,594	1,413,306	1,441,572
Other Transportation	335490	207,632	84,170	92,900	88,255	89,138	90,029	90,929	91,838
Service Area App Fees	343651	1,648	2,845	2,360	2,242	2,265	2,288	2,310	2,333
FDOT NPDES Reimbursement	343901	-	36,000	36,000	36,000	36,720	37,454	38,203	38,967
DOT Reimbursement-Landscape	343917	38,174	38,183	34,863	34,863	35,560	36,271	36,996	37,736
Grading Fee Public Works	343920	42,891	27,930	43,800	41,610	42,026	42,446	42,871	43,299
Traffic Signs	344910	311	523	360	342	342	342	342	342
Subdivision Fees	344911	5,330	1,615	3,400	3,230	3,230	3,230	3,230	3,230
R-O-W Placement Fees	344913	62,936	52,250	57,800	54,910	54,910	54,910	54,910	54,910
Signal Maintenance - State Reimb	344914	174,685	208,709	206,514	196,188	202,074	208,136	214,380	220,811
Pool Interest Allocation	361111	48,609	100,890	96,200	91,390	92,304	93,227	94,159	95,101
Interest Income - Other	361120	2,216	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(30,499)	-	-	-	-	-	-	-
Equipment Buyback	364100	-	360,000	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	319	18,050	-	-	-	-	-	-
Transfer From Fund 123	381123	1,409,832	1,554,375	1,557,055	1,557,055	1,599,835	1,644,485	1,691,060	1,754,855
Transfer From Fund 126	381126	2,243,841	3,313,883	1,902,703	1,902,703	6,781,689	4,077,602	3,844,035	3,966,234
Total Revenues		16,800,962	18,279,190	17,517,260	16,817,928	22,004,093	19,614,633	19,703,994	20,170,787

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Support Services	400-541	614,484	635,167	606,729	605,428	620,051	635,237	651,005	667,385
Engineering Services	414-541	3,432,312	3,970,872	3,989,067	3,976,392	4,089,137	4,206,443	4,328,507	4,455,585
Transportation Maintenance	431-541	4,428,711	4,581,710	4,693,172	4,674,502	4,780,480	4,917,472	5,014,937	5,143,953
Right-Of-Way Management	432-541	2,525,205	2,965,534	2,987,435	2,972,786	3,060,503	3,141,494	3,226,396	3,315,452
MIS Automation - Transportation Trust	470-541	19,740	20,155	-	-	21,377	21,525	21,674	21,824
Transportation Trust - Risk	495-541	67,279	71,772	71,772	71,772	71,772	71,772	71,772	71,772
Indirect Costs - Transportation Trust	499-541	1,730,000	1,782,000	1,842,000	1,842,000	1,897,000	1,954,000	2,013,000	2,073,000
Transfers	950-581	5,132,381	4,241,980	2,665,048	2,665,048	7,453,773	4,656,690	4,366,703	4,411,816
Budgeted Reserves - Transport. Trust	990-599	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Total Appropriations		17,950,113	18,279,190	16,865,223	16,817,928	22,004,093	19,614,633	19,703,994	20,170,787
Revenues Less Appropriations		(1,149,151)	-	652,037	-	-	-	-	-

Notes:

As recommended in the Mutil-year fiscal plan approved at the April 23, 2019 Budget Workshop, the gas tax funding traditionally split 50/50 for sidewalk projects and general transportation maintenance, will be reallocated for two years to fix chronic flooding problems on county roads in FY 2020 and FY 2021. The fiscal plan recommends $1.0 million in FY 2020 and $3.414 million in FY 2021 for transportation flood relief projects. The existing surplus in the sidewalk construction account and the additional Blueprint funding commencing next year, will support sidewalk construction during this reallocation.

FY 2020 also reflects a decrease in transfers to the Transportation Capital Fund related to the use of $2.1 million from the FY 2018 fund balance sweep to support capital projects including Raymond Tucker Road/Pheasant Run and Centerville Trace subdivision, and Maylor Road.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Ad Valorem - Fine/Fore. Fund	311120	76,009,969	79,060,174	88,490,019	84,065,518	87,627,593	91,834,264	96,256,594	101,041,47
Child Support Enforcement	331240	16,051	25,344	22,600	21,470	21,945	22,325	22,800	23,275
Title IV - Child Support Enforcement	331691	3,434	3,800	4,000	3,800	3,819	3,838	3,857	3,876
Sheriff Fees-Warrants, Fingerprints, Records	341520	279,655	381,996	319,000	303,050	300,010	297,065	294,120	291,175
Sheriff Fee-Public Records	341521	-	49,642	40,000	40,000	40,200	40,401	40,603	40,802
Sheriff Wrecker Services	341525	45,627	69,633	63,500	60,325	61,465	62,700	63,935	65,265
Room And Board - Prisoners	342300	399,274	504,905	503,800	478,610	492,955	507,775	522,975	538,745
Court Fines	351120	33,734	32,420	35,000	33,250	34,580	35,910	37,430	38,855
Crime Prevention (fs 775.083(2))	351150	73,687	74,100	78,000	74,100	76,950	79,800	82,650	86,450
Pool Interest Allocation	361111	237,080	310,000	343,400	326,230	329,492	332,787	336,115	339,476
Net Incr(decr) In Fmv Of Investment	361300	(12,046)	-	-	-	-	-	-	-
Sheriff F.S. 125.315	361330	556	-	180,000	171,000	174,420	174,420	174,420	174,420
Transfer From Fund 001	381001	76,947	-	-	-	-	-	-	-
Sheriff Excess Fees	386400	5,638	-	-	-	-	-	-	-
Total Revenues		77,169,607	80,512,014	90,079,319	85,577,353	89,163,429	93,391,285	97,835,499	102,643,818

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
MIS Automation - State Attorney	470-602	24,180	24,905	30,542	30,542	30,755	30,970	31,187	31,405
MIS Automation - Public Defender	470-603	41,885	42,890	50,573	50,573	50,943	51,314	51,688	52,066
Fine & Forfeiture - Risk	495-689	231,502	232,957	232,957	232,957	232,957	232,957	232,957	232,957
Consolidated Dispatch Agency (CDA)	507-529	2,398,046	2,774,529	2,896,461	2,896,461	3,041,284	3,193,348	3,353,015	3,520,666
Diversionary Programs	508-569	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Law Enforcement	510-586	36,555,693	38,642,936	41,468,368	41,333,102	43,270,719	45,486,762	47,854,796	50,385,514
Corrections	511-586	35,663,114	36,833,566	38,530,703	38,408,071	39,980,374	41,782,204	43,708,455	45,767,922
State Attorney	532-602	99,247	118,600	118,600	118,600	118,600	118,600	118,600	118,600
State Attorney	532-713	13,134	14,700	13,520	13,520	13,655	13,792	13,930	14,069
Public Defender	533-603	107,397	118,525	118,525	118,525	118,525	118,525	118,525	118,525
Public Defender	533-713	17,483	17,865	16,455	16,455	16,620	16,786	16,954	17,124
Clerk - Article V Expenses	537-614	425,198	420,627	420,865	420,865	429,282	437,868	437,868	437,868
Legal Aid	555-715	257,500	259,914	259,914	259,914	134,914	134,914	134,914	134,914
Juvenile Detention Payment - State	620-689	1,079,656	900,000	1,115,000	1,567,768	1,614,801	1,663,245	1,652,610	1,702,188
Transfers	950-581	1,919,320	-	-	-	-	-	-	-
Budgeted Reserves - Fine and Forfeiture	990-599	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Total Appropriations		78,933,356	80,512,014	85,382,483	85,577,353	89,163,429	93,391,285	97,835,499	102,643,818
Revenues Less Appropriations		(1,763,749)	-	4,696,836	-	-	-	-	-

Notes:

The County implemented and maintained the countywide millage rate of 8.3144 for FY 2020. Additional information regarding this levy is located on the General Fund page. The overall increase to the Sheriff's budget is 5.65% or $4.2 million. Additional increases include personnel costs for a total of 8 new positions: four new Road Patrol Deputy positions; one Property and Evidence Supervisor; one IT Analyst and two Crime Analysts for the Real Time Crime Center. In addition, $1.5 million in continued funding is provided for scheduled vehicle replacements.

The Sheriff's current budget and prior history no longer include the Consolidated Dispatch Agency (CDA). Due to changes in the interlocal agreement, the CDA was removed from the Sheriff's budget to Leon County Government. For an accurate depiction, the budget history for this agency was realigned to the CDA.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Sheriff GPS Program	337281	100,000	100,000	100,000	100,000	-	-	-	-
Code or Lien Cost Recovery Fee	341300	80	-	-	-	-	-	-	-
Sheriff Fees-Warrants, Fingerprints, Records	341520	373	-	-	-	-	-	-	-
County Court Probation Fees	349120	288,947	285,000	251,000	238,450	233,700	228,950	224,200	220,400
Community Service Fees	349122	85,796	92,150	93,000	88,350	89,300	90,250	90,250	91,200
Probation-no Show Fees	349125	15,175	17,100	12,300	11,685	11,400	11,495	11,400	11,305
Pre-trial Fees	349130	63,972	65,170	57,000	54,150	53,105	52,060	51,015	49,970
SCRAM Unit User Fees	349135	33,348	60,610	40,400	38,380	38,760	39,140	39,520	39,995
Alternative Community Service Fees	349140	34,175	37,050	28,900	27,455	26,885	26,315	25,840	25,365
UA Testing Fees	349147	153,050	161,500	143,000	135,850	138,700	141,550	144,400	147,250
Alcohol Testing Fees	349148	58,990	70,680	57,000	54,150	53,580	53,105	52,535	52,060
Pool Interest Allocation	361111	14,397	25,745	20,400	19,380	19,380	19,380	19,380	19,380
Net Incr(decr) In Fmv Of Investment	361300	(10,605)	-	-	-	-	-	-	-
Transfer From Fund 001	381001	1,864,171	2,039,191	2,396,642	2,396,642	2,611,416	2,992,425	3,129,256	3,244,155
Appropriated Fund Balance	399900	-	325,000	300,000	300,000	300,000	25,000	-	-
Total Revenues		2,701,869	3,279,196	3,499,642	3,464,492	3,576,226	3,679,670	3,787,796	3,901,080

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
MIS Automation - Probation Services	470-523	11,915	12,236	-	-	14,963	15,070	15,179	15,288
Probation Services - Risk	495-523	27,310	20,829	20,829	20,829	20,829	20,829	20,829	20,829
Indirect Costs - Probation Services	499-523	638,000	625,000	630,000	630,000	649,000	668,000	688,000	709,000
County Probation	542-523	1,103,892	1,237,417	1,250,254	1,243,195	1,285,375	1,329,468	1,375,584	1,423,829
Pretrial Release	544-523	1,116,307	1,229,551	1,405,341	1,400,119	1,431,829	1,468,056	1,505,796	1,545,412
Drug & Alcohol Testing	599-523	126,120	154,163	170,589	170,349	174,230	178,247	182,408	186,722
Total Appropriations		3,023,544	3,279,196	3,477,013	3,464,492	3,576,226	3,679,670	3,787,796	3,901,080
Revenues Less Appropriations		(321,675)	-	22,629	-	-	-	-	-

Notes:

For FY 2020, the budget includes a $2.39 million general revenue subsidy to the Probation Services fund. FY 2020 also includes the appropriation of $300,000 in fund balance. The revenue for the fund also reflects additional resources provided by the Sheriff in the amount of $100,000 available from the Inmate Trust Fund. This funding will assist in offsetting the cost of the GPS Monitoring Program. Out years continue the use of fund balance until FY 2022 when the fund balance is depleted. After the available fund balance is exhausted in FY 2022, the general revenue subsidy is anticipated to increase to $3.1 million in FY 2023 due a continuing decline in program revenues.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Mediation Fees	349310	21	-	-	-	-	-	-	-
Teen Court Fees	351500	68,788	80,465	84,999	80,749	83,508	86,049	90,176	92,639
Total Revenues		68,809	80,465	84,999	80,749	83,508	86,049	90,176	92,639

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Teen Court - Risk	495-662	1,590	1,650	1,650	1,650	1,650	1,650	1,650	1,650
Indirect Costs - Teen Court	499-662	9,000	8,000	8,000	8,000	8,000	8,000	9,000	9,000
Court Administration - Teen Court	586-662	102,921	70,815	71,435	71,099	73,858	76,399	79,526	81,989
Total Appropriations		113,511	80,465	81,085	80,749	83,508	86,049	90,176	92,639
Revenues Less Appropriations		(44,702)	-	3,914	-	-	-	-	-

Notes:

The decrease in expenditures coincides with a decrease in the $3.00 fee revenue collected from traffic citations. 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 costs to other sources of court funding.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
County Alcohol Tf (fs 938.13)	348125	7,879	7,700	8,100	8,100	8,200	8,400	8,600	8,700
Felony Drug Intervention	348241	79,079	87,495	85,000	80,750	84,835	89,015	93,480	98,135
Pool Interest Allocation	361111	91	-	200	190	192	194	196	198
Total Revenues		87,049	95,195	93,300	89,040	93,227	97,609	102,276	107,033

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Drug Abuse	800-562	82,505	87,068	80,750	80,750	84,835	89,015	93,480	98,135
Budgeted Reserves - Drug Court	990-599	-	8,127	8,290	8,290	8,392	8,594	8,796	8,898
Total Appropriations		82,505	95,195	89,040	89,040	93,227	97,609	102,276	107,033
Revenues Less Appropriations		4,543	-	4,260	-	-	-	-	-

Notes:

The FY 2020 Drug Court revenues are estimated to decrease from FY 2019 Adopted budget. The out years reflect a nominal increase in projected revenues for the program.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Court Innovations Local Requirement	348921	52,807	53,105	54,200	51,490	51,775	52,060	52,440	52,725
Legal Aid Local Ordinance	348922	52,807	53,105	54,200	51,490	51,775	52,060	52,440	52,725
Law Library Local Ordinance	348923	52,807	53,105	54,200	51,490	51,775	52,060	52,440	52,725
Juvenile Alternative Local Ordinance	348924	52,807	53,105	54,200	51,490	51,775	52,060	52,440	52,725
Pool Interest Allocation	361111	5,491	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	109,065	151,174	151,174	136,607	144,173	-	-
Total Revenues		216,720	321,485	367,974	357,134	343,707	352,413	209,760	210,900

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Judicial Programs - Risk	495-569	1,182	1,242	1,242	1,242	1,242	1,242	1,242	1,242
Indirect Costs - Judicial Programs	499-601	3,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Alternative Juvenile Programs	509-569	55,513	60,305	64,592	64,352	66,501	68,739	67,763	70,186
Law Library	546-714	-	53,105	54,698	51,490	51,775	52,060	52,440	52,725
Judicial Programs/Article V	548-662	40,582	152,729	181,855	187,560	171,414	177,312	177,698	184,102
Legal Aid - Court	555-715	44,000	53,105	54,698	51,490	51,775	52,060	52,440	52,725
Total Appropriations		144,277	321,486	358,085	357,134	343,707	352,413	352,583	361,980
Revenues Less Appropriations		72,442	(1)	9,889	-	-	-	(142,823)	(151,080)

Notes:

Increased expenditures allocated to court required programs are necessitating the use of accumulated fund balance to support these programs. The current use of fund balance is within policy limits. However, the out years show a depleted fund balance beginning in FY 2023. A reduction in programs will need to be implemented if revenues do not increase to support these discrete programs.

Leon County Fiscal Year 2020 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 Plans Review and Inspection Division.

Revenue Sources	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Building Permits	322000	1,765,710	1,842,050	2,032,000	1,930,400	2,065,528	2,210,115	2,364,824	2,530,361
Manufactured Homes	322005	38,124	40,185	49,100	46,645	51,300	56,430	62,130	68,305
Building/Enivironmental Inspections	329114	-	54,340	-	-	-	-	-	-
Contractor's Licenses	329140	9,463	8,360	3,300	3,135	3,230	3,230	3,230	3,325
Electronic Document Recording Fee	329290	8,235	-	9,000	8,550	8,645	8,740	8,835	8,930
State Surcharge Retention	335291	5,563	-	7,000	6,650	6,916	7,192	7,480	7,780
Pool Interest Allocation	361111	32,942	56,430	42,400	40,280	40,683	41,089	41,501	41,916
Net Incr(decr) In Fmv Of Investment	361300	(26,565)	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	18	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	282,007	718,181	718,181	403,375	328,743	246,184	156,226
Total Revenues		1,833,490	2,283,372	2,860,981	2,753,841	2,579,677	2,655,539	2,734,184	2,816,843

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Building Plans Review and Inspection	220-524	1,902,799	1,889,750	1,978,905	1,969,134	2,029,258	2,092,096	2,157,717	2,226,352
MIS Automation - Building Inspection	470-524	2,770	2,858	943	943	3,655	3,679	3,703	3,727
Building Inspection	495-524	8,170	9,764	9,764	9,764	9,764	9,764	9,764	9,764
Indirect Costs - Building Inspections	499-524	305,000	381,000	424,000	424,000	437,000	450,000	463,000	477,000
Transfers	950-581	85,736	-	350,000	350,000	100,000	100,000	100,000	100,000
Total Appropriations		2,304,475	2,283,372	2,763,612	2,753,841	2,579,677	2,655,539	2,734,184	2,816,843
Revenues Less Appropriations		(470,985)	-	97,369	-	-	-	-	-

Notes:

Revenues reflect an increase in FY 2020 based on anticipated growth in the building sector for commercial and housing construction permitting. Permitting revenues have started to stabilize from the significant growth in the construction industry the last three years and have reached pre-recession levels. Fund balance is budgeted to support program expenditures including $350,000 for additional software upgrades and modifications to further expedite the processing of permits for customers. Fund balance is programmed to decline in the out years as growth is anticipated to increase permitting revenue.

Leon County Fiscal Year 2020 Adopted Budget

Development Support & Environ. Mgmt. Fund (121)

The Development Support and Environmental Management Fund is a special revenue fund established to account for the activities related to Development Support and Environmental Management in accordance with the City of Tallahassee/Leon County Comprehensive Plan. The fund is supported by both permitting fees and general revenue. The functions supported by this Fund include Development Services, Environmental Services, Code Compliance Services, Support Services, and Customer Engagement Services.

Revenue Sources	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Licenses And Permits	322100	-	1,439,250	1,692,000	1,607,400	1,655,850	1,705,250	1,756,550	1,809,750
Stormwater - Standard Form	329100	322,549	-	-	-	-	-	-	-
Stormwater - Short Form B-High	329110	49,359	-	-	-	-	-	-	-
Stormwater - Short Form B-Low	329111	46,277	-	-	-	-	-	-	-
Stormwater - Short Form A	329112	211,532	-	-	-	-	-	-	-
New Address Assignments	329113	48,672	-	-	-	-	-	-	-
Building/Enivironmental Inspections	329114	120	-	-	-	-	-	-	-
Tree Permits	329120	5,923	-	-	-	-	-	-	-
Vegetative Management Plans	329121	720	-	-	-	-	-	-	-
Landscape Permit Fees	329130	25,672	-	-	-	-	-	-	-
Amend/Resubmittal/Extensions	329150	11,539	-	-	-	-	-	-	-
General Utility Permit	329160	28,032	-	-	-	-	-	-	-
Operating Permit	329170	67,902	-	-	-	-	-	-	-
Communications Tower Bonds	329171	11,706	-	-	-	-	-	-	-
Subdivision Exemptions	329200	33,144	-	-	-	-	-	-	-
Certificate Of Concurrency	329210	15,252	-	-	-	-	-	-	-
Project Status	329240	89,025	-	-	-	-	-	-	-
PUV - Permitted Use Verification	329250	28,455	-	-	-	-	-	-	-
Site Plan Review	329260	155,077	-	-	-	-	-	-	-
Other Development Review Fees	329270	54,374	-	-	-	-	-	-	-
Electronic Document Recording Fee	329290	1,410	-	-	-	-	-	-	-
Code or Lien Cost Recovery Fee	341300	24,210	19,760	23,900	22,705	23,845	24,985	26,315	27,550
Driveway Permit Fees	343930	36,629	38,855	41,100	39,045	40,945	43,035	45,125	47,405
Environmental Analysis	343941	120,069	-	-	-	-	-	-	-
Boaa Variance Requests	343950	900	-	-	-	-	-	-	-
Reinspection Fees	349100	9,181	-	-	-	-	-	-	-
Code Enforcement Board Fines	354100	16,795	13,870	19,600	18,620	18,810	19,000	19,190	19,380
Pool Interest Allocation	361111	5,610	9,975	14,900	14,155	14,297	14,439	14,583	14,730
Other Miscellaneous Revenue	369900	8,213	-	-	-	-	-	-	-
Abandon Property Registration Fee	369905	27,750	28,690	22,300	21,185	24,320	28,025	32,205	37,050
Transfer From Fund 126	381126	2,375,000	2,554,379	2,511,881	2,511,881	2,607,074	2,687,502	2,770,079	2,856,135
Total Revenues		3,831,096	4,104,779	4,325,681	4,234,991	4,385,141	4,522,236	4,664,047	4,812,000

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Environmental Services	420-537	1,475,424	1,569,082	1,632,610	1,626,593	1,677,668	1,730,838	1,786,182	1,843,837
Development Services	422-537	686,254	840,265	870,510	866,527	894,997	924,687	955,665	987,997
Code Compliance Services	423-537	415,844	501,602	535,160	533,632	548,579	564,115	580,262	597,055
DS Support Services	424-537	247,962	354,454	377,686	376,579	387,869	399,605	411,805	424,483
Customer Engagement Services	426-537	141,822	204,700	213,098	212,075	219,596	227,421	235,425	243,781
MIS Automation - Growth Management	470-537	14,785	15,091	-	-	18,847	18,985	19,123	19,262
Growth Management - Risk	495-537	16,244	17,585	17,585	17,585	17,585	17,585	17,585	17,585
Indirect Costs - Growth Management	499-537	601,501	602,000	602,000	602,000	620,000	639,000	658,000	678,000
Total Appropriations		3,599,835	4,104,779	4,248,649	4,234,991	4,385,141	4,522,236	4,664,047	4,812,000
Revenues Less Appropriations		231,261	-	77,032	-	-	-	-	-

Notes:

In FY 2020, due to an increase in permitting activity, permit fee revenue is estimated to increase moderately over FY 2019. Due to this increase in fee revenue, the transfer from general revenue will decrease slightly in FY 2020. Fund balance is not used to support the fund. The out-years reflect an increase in general fund support to meet service demands and is anticipated to increase up to $2.8 million in FY 2024.

Leon County Fiscal Year 2020 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: the non ad valorem assessment for stormwater utility and non-restricted revenues (i.e. local half-cent sales, State revenue sharing, etc.).

Revenue Sources	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Delinquent Taxes	311200	-	35,150	39,000	37,050	37,050	37,050	37,050	37,050
Non Ad-valorem Assessment	319100	3,357,445	3,374,728	3,630,636	3,449,104	3,483,595	3,518,430	3,553,615	3,589,150
Delinquent Taxes 2008	319208	72	-	-	-	-	-	-	-
Delinquent Assessement-2009	319209	65	-	-	-	-	-	-	-
Delinquent Assessments-2010	319210	60	-	-	-	-	-	-	-
Delinquent Assessments-2011	319211	86	-	-	-	-	-	-	-
Delinquent Assessments 2012	319212	163	-	-	-	-	-	-	-
Delinquent Assessments 2013	319213	1,561	-	-	-	-	-	-	-
Delinquent Assessments-2014	319214	3,240	-	-	-	-	-	-	-
Delinquent Assessments-2015	319215	6,639	-	-	-	-	-	-	-
Delinquent Assessments-2016	319216	8,589	-	-	-	-	-	-	-
Pool Interest Allocation	361111	32,668	63,365	53,500	50,825	51,333	51,846	52,365	52,888
Net Incr(decr) In Fmv Of Investment	361300	4,222	-	-	-	-	-	-	-
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	976,846	1,155,627	1,097,323	1,097,323	1,190,542	1,332,019	1,422,813	1,549,232
Total Revenues		5,191,657	5,428,870	5,620,459	5,434,302	5,562,520	5,739,345	5,865,843	6,028,320

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Stormwater Maintenance	433-538	2,859,227	3,374,244	3,389,448	3,373,311	3,445,030	3,563,478	3,628,666	3,712,607
MIS Automation - Stormwater	470-538	75	100	86	86	87	88	89	90
Stormwater Utility - Risk	495-538	15,656	-	-	-	-	-	-	-
Indirect Costs - Stormwater Utility	499-538	390,000	428,000	432,000	432,000	445,000	458,000	472,000	486,000
Tax Collector	513-586	67,617	65,920	71,850	71,850	72,568	73,294	74,028	74,768
Transfers	950-581	2,559,832	1,554,375	1,557,055	1,557,055	1,599,835	1,644,485	1,691,060	1,754,855
Budgeted Reserves - Stormwater Utility	990-599	-	6,231	-	-	-	-	-	-
Total Appropriations		5,892,408	5,428,870	5,450,439	5,434,302	5,562,520	5,739,345	5,865,843	6,028,320
Revenues Less Appropriations		(700,751)	-	170,020	-	-	-	-	-

Notes:

In FY 2014, the County implemented the first increase in 23 years for 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 transfer of $800,000 from the Transportation Trust fund covers the costs of stormwater maintenance activity related to roadways. For FY 2020, the decrease in general revenue support is primarily due an increase in anticipated assessment revenue and level program expenditures.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
SHIP - Doc Stamp Revenue	345100	907,695	167,323	175,000	175,000	-	-	-	-
SHIP Recaptured Revenue	345150	165,462	-	-	-	-	-	-	-
Pool Interest Allocation	361111	24,157	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(13,142)	-	-	-	-	-	-	-
Total Revenues		1,084,172	167,323	175,000	175,000	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
SHIP 2014-2017	932047-554	10,762	-	-	-	-	-	-	-
SHIP 2015-2018	932048-554	486,730	-	-	-	-	-	-	-
SHIP 2016-2019	932049-554	161,750	-	-	-	-	-	-	-
SHIP Disaster Fund	932050-554	287,821	-	-	-	-	-	-	-
SHIP Housing Counseling Fund	932051-554	7,000	-	-	-	-	-	-	-
SHIP 2017-2020	932052-554	143,250	-	-	-	-	-	-	-
SHIP 2018-2021	932053-554	-	167,323	-	-	-	-	-	-
SHIP 2019-2022	932054-554	-	-	175,000	175,000	-	-	-	-
Transfers	950-581	42,000	-	-	-	-	-	-	-
Total Appropriations		1,139,313	167,323	175,000	175,000	-	-	-	-
Revenues Less Appropriations		(55,142)	-	-	-	-	-	-	-

Notes:

The State appropriated funding for SHIP during the FY 2019 legislative session. The amount of SHIP funding allocated for Leon County is $175,000, a slight increase over previous year funding.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
EMPG Base Grant-Federal	331271	86,126	-	89,029	89,029	89,029	89,029	89,029	89,029
Law Enforcement Block Grant	331280	-	40,000	40,000	40,000	40,000	40,000	40,000	40,000
CDBG Housing Rehabilitation	331520	468,268	-	-	-	-	-	-	-
DCF Drug Court	334240	37,161	-	-	-	-	-	-	-
EMPA Base Grant-State	334271	119,837	-	105,806	105,806	105,806	105,806	105,806	105,806
EM-SHSGP Federal Grant	334272	81,788	-	-	-	-	-	-	-
NWFWMB Springs Restoration Grant	334353	21,427	-	-	-	-	-	-	-
Belair-Annawood Septic to Sewer Grant	334356	60,271	-	-	-	-	-	-	-
Woodside Heights DEP	334358	2,868,731	-	-	-	-	-	-	-
Dep Storage Tank Program	334392	105,327	189,000	120,508	120,508	121,713	122,930	124,159	125,401
Mosquito Control	334610	26,071	32,468	32,468	32,468	32,468	32,468	32,468	32,468
Boating Improvement	334792	9,055	-	-	-	-	-	-	-
Veteran's Court Funds	334891	99,799	125,000	-	-	-	-	-	-
BP 2000 Magnolia Dr Multiuse Trail	337406	98,200	-	-	-	-	-	-	-
TCC-Leon Works Expo	337501	45,570	-	-	-	-	-	-	-
HFA Emergency Repairs	337502	28,084	-	50,000	50,000	50,000	50,000	50,000	50,000
BP 2000 St. Marks Greenway	337702	348,699	-	-	-	-	-	-	-
Friends Of The Library	337714	7,357	15,000	15,000	15,000	15,000	15,000	15,000	15,000
LCRDA Innovation Park Trail	337730	27,125	-	-	-	-	-	-	-
Slosberg $3 Driver Education	348531	76,927	82,080	89,300	84,835	86,532	88,263	90,028	91,828
Slosberg Driver Ed-cfwd	348532	12,759	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	7,477	-	-	-	-	-	-	-
Contributions And Donations	366000	1,982	-	-	-	-	-	-	-
Community Foundation of N Florida	366310	150	-	-	-	-	-	-	-
Tour-Knight Foundation	366311	15,000	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	5	-	-	-	-	-	-	-
Library E-Rate Program	369910	16,125	-	-	-	-	-	-	-
Transfer From Fund 001	381001	875	-	-	-	-	-	-	-
Transfer From Fund 126	381126	-	-	90,131	90,131	316,006	328,631	341,793	355,525
Appropriated Fund Balance	399900	-	197,184	213,767	213,767	-	-	-	-
Total Revenues		4,670,195	680,732	846,009	841,544	856,554	872,127	888,283	905,057

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Innovation Park Trail	042006-572	27,125	-	-	-	-	-	-	-
St. Marks Headwaters Greenways	047001-572	348,699	-	-	-	-	-	-	-
Magnolia Drive Multi-Use Trail	055010-541	98,200	-	-	-	-	-	-	-
NWFWMD Grant-Woodside Heights	061002-535	21,427	-	-	-	-	-	-	-
Woodside Heights FDEP Grant	061003-535	2,868,731	-	-	-	-	-	-	-
Belair-Annawood Septic to Sewer	062007-535	60,271	-	-	-	-	-	-	-
Mosquito Control Grant	214-562	4,578	32,468	32,468	32,468	32,468	32,468	32,468	32,468
Grants - Risk	495-595	1,702	1,787	1,787	1,787	1,787	1,787	1,787	1,787
Emergency Management	864-525	45,650	121,155	121,221	121,221	121,250	121,279	121,308	121,338
DEP Storage Tank	866-524	158,423	170,487	181,480	181,240	186,413	191,764	197,296	203,020
Library E-Rate Program	912013-571	16,125	-	-	-	-	-	-	-
Patron Donations- Library	913023-571	1,387	-	-	-	-	-	-	-
Capeloute Donation	913024-571	595	-	-	-	-	-	-	-
Friends Literacy Contract 2005	913045-571	7,357	15,000	15,000	15,000	15,000	15,000	15,000	15,000
FHC Great American Read Grant	913093-571	875	-	-	-	-	-	-	-
Slosberg Drivers Education Grant	915013-529	84,835	84,835	84,835	84,835	86,532	88,262	90,027	91,828
Community Foundation of N Florida	915058-519	150	-	-	-	-	-	-	-
Leon Works/Junior Apprentice	915068-551	45,570	-	-	-	-	-	-	-
Boating Improvement	921043-572	9,055	-	-	-	-	-	-	-
BP Horizon Oil Spill	925017-559	61,775	-	-	-	-	-	-	-
HFA Emergency Repairs Program	932019-554	25,084	-	50,000	50,000	50,000	50,000	50,000	50,000

Leon County Fiscal Year 2020 Adopted Budget

Grants (125)

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
CDBG 2013	932077-552	279,232	-	-	-	-	-	-	-
CDBG 2013	932077-553	189,036	-	-	-	-	-	-	-
DCF Drug Court Grant	943085-622	37,161	-	-	-	-	-	-	-
Veteran's Court	944010-601	99,799	125,000	-	-	-	-	-	-
Transfers	950-581	500,000	-	-	-	-	-	-	-
Emergency Mgmt.-(EMPG) Base Grant-Federal	952001-525	75,946	-	-	-	-	-	-	-
Emergency Mgmt.-(EMPA) Base Grant-State	952002-525	105,741	-	-	-	-	-	-	-
EM-SHSGP Federal Grant	952003-525	25,250	-	-	-	-	-	-	-
EM-SHSGP Federal Grant	952004-525	56,538	-	-	-	-	-	-	-
EM-EMPG Federal Grant	952005-525	10,179	-	-	-	-	-	-	-
EMPA-Base Grant-State	952006-525	14,096	-	-	-	-	-	-	-
EMPA-Base Grant-State	952008-525	-	-	130,898	130,319	134,902	139,677	144,650	149,836
EMPG Federal Grant	952009-525	-	-	95,253	94,674	98,202	101,890	105,747	109,780
BBHCC Equipment Grant	961058-526	15,000	-	-	-	-	-	-	-
FDLE JAG Pre-Trial FY17-18	982062-521	-	40,000	-	-	-	-	-	-
FDLE JAG Pre-Trial FY 18-19	982063-521	-	-	40,000	40,000	40,000	40,000	40,000	40,000
Grant Match Funds	991-595	-	90,000	90,000	90,000	90,000	90,000	90,000	90,000
Total Appropriations		5,295,592	680,732	842,942	841,544	856,554	872,127	888,283	905,057
Revenues Less Appropriations		(625,397)	-	3,067	-	-	-	-	-

Note:

For FY 2020, the remaining fund balance in the grant fund and the general revenue transfer of $90,131 was used to balance the fund's expenditures. As grant program expenditures continue to exceed the grant allocations, particularly in the Emergency Management and Storage Tank Programs, an offsetting increase in the general revenue transfer will be required to maintain levels of service in these areas.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Local Communication Svcs Tax	315000	3,076,592	3,268,000	2,954,000	2,806,300	2,609,650	2,322,750	1,974,100	1,598,850
State Revenue Sharing	335120	5,787,966	5,649,650	6,251,000	5,938,450	6,159,800	6,389,700	6,628,150	6,875,150
Insurance Agents County	335130	19,444	65,455	56,007	53,207	53,707	54,211	54,721	55,234
Mobile Home Licenses	335140	23,792	21,698	27,500	26,125	25,669	25,223	24,785	24,355
Alcoholic Beverage Licenses	335150	136,308	98,610	121,300	115,235	118,560	121,885	125,400	129,010
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	12,855,444	12,749,086	13,932,000	13,235,400	13,680,376	14,155,366	14,646,979	15,155,800
Net Incr(decr) In Fmv Of Investment	361300	6,028	-	-	-	-	-	-	-
Total Revenues		22,128,824	22,064,587	23,565,058	22,386,805	22,859,850	23,281,223	23,666,223	24,050,487

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Transfers	950-581	24,878,925	22,064,587	22,386,805	22,386,805	22,859,850	23,281,223	23,666,223	24,050,487
Total Appropriations		24,878,925	22,064,587	22,386,805	22,386,805	22,859,850	23,281,223	23,666,223	24,050,487
Revenues Less Appropriations		(2,750,101)	-	1,178,253	-	-	-	-	-

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, the decrease in the Communication Services Tax estimate reflects the continued statewide trend in the decline of this revenue, as a result of a reduction in landline communications plans.

Additionally, in FY 2020, the Leon County implemented a Multi-year fiscal plan that will cumulatively provide tax and fee avoidances of $4.6 million dollars beginning in FY 2021. FY 2020, the plan included additional funding to Solid Waste for increased costs in the recycling contract, and the elimination of the rural waste service center fees.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
DOH-Emergency Medical Services	334201	-	60,000	60,000	60,000	60,000	60,000	60,000	60,000
DOH-State EMS Matching Grant	334202	43,071	-	-	-	-	-	-	-
Tree Bank Donations	337410	8,093	-	-	-	-	-	-	-
Friends Endowment	337716	10,612	-	-	-	-	-	-	-
Van Brunt Library Trust	337725	8,602	-	-	-	-	-	-	-
Parks And Recreation	347200	44,948	-	-	-	-	-	-	-
Pool Interest Allocation	361111	13,055	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(12,078)	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	-	-	-	-	-	-	-	-
Total Revenues		116,302	60,000	60,000	60,000	60,000	60,000	60,000	60,000

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Friends Endowment 2005	913115-571	12,162	-	-	-	-	-	-	-
Van Brunt Library Trust	913200-571	10,000	-	-	-	-	-	-	-
Tree Bank	921053-541	8,433	-	-	-	-	-	-	-
Miccosukee Community Center	921116-572	1,760	-	-	-	-	-	-	-
Woodville Community Center	921136-572	2,000	-	-	-	-	-	-	-
Ft. Braden Community Center	921146-572	9,842	-	-	-	-	-	-	-
Bradfordville Community Center	921156-572	20,717	-	-	-	-	-	-	-
Lake Jackson Community Center	921166-572	12,032	-	-	-	-	-	-	-
EMS/DOH - EMS Equipment	961045-526	-	60,000	60,000	60,000	60,000	60,000	60,000	60,000
EMS/DOH-Matching Grant M5055	961056-526	43,155	-	-	-	-	-	-	-
Total Appropriations		120,100	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Revenues Less Appropriations		(3,798)	-	-	-	-	-	-	-

Leon County Fiscal Year 2020 Adopted Budget

9-1-1 Emergency Communications (130)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
State Revenue Sharing Enhanced 911 Fee	335220	357,791	504,450	442,000	419,900	432,250	445,550	458,850	472,150
State Revenue Sharing Enhanced 911 DMS	335221	853,303	773,300	890,000	845,500	871,150	896,800	924,350	951,900
Pool Interest Allocation	361111	3,660	3,040	-	-	-	-	-	-
Total Revenues		1,214,754	1,280,790	1,332,000	1,265,400	1,303,400	1,342,350	1,383,200	1,424,050

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Enhanced E-911-Administration	180-525	981,875	1,223,830	1,195,171	1,195,171	1,231,022	1,268,821	1,307,519	1,347,216
MIS Automation	470-525	-	14,725	17,994	17,994	18,143	18,294	18,446	18,599
Insurance for E-911	495-525	-	2,235	2,235	2,235	2,235	2,235	2,235	2,235
Indirect Costs - Emergency 911	499-525	5,000	40,000	50,000	50,000	52,000	53,000	55,000	56,000
Transfers	950-581	200,000	-	-	-	-	-	-	-
Total Appropriations		1,186,875	1,280,790	1,265,400	1,265,400	1,303,400	1,342,350	1,383,200	1,424,050
Revenues Less Appropriations		27,878	-	66,600	-	-	-	-	-

Note:

There is a slight decrease in revenue for this fund. Overall, the fees collected from the landlines are decreasing while the wireless phone devices are increasing.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Radio Communications Program	351600	207,902	272,650	170,300	161,785	156,940	152,190	147,630	143,260
Pool Interest Allocation	361111	1,953	3,610	-	-	-	-	-	-
Transfer From Fund 001	381001	1,435,801	1,237,633	1,485,035	1,485,035	1,535,010	1,586,243	1,501,172	1,554,856
Total Revenues		1,645,656	1,513,893	1,655,335	1,646,820	1,691,950	1,738,433	1,648,802	1,698,116

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Indirect Costs - Radio Communications	499-519	4,000	4,000	5,000	5,000	5,000	5,000	5,000	6,000
800 Mhz System Maintenance	529-519	1,650,860	1,509,893	1,641,820	1,641,820	1,686,950	1,733,433	1,643,802	1,692,116
Total Appropriations		1,654,860	1,513,893	1,646,820	1,646,820	1,691,950	1,738,433	1,648,802	1,698,116
Revenues Less Appropriations		(9,203)	-	8,515	-	-	-	-	-

Note:

Decreases in revenue and increase in expenditures have caused the general revenue transfer to increase by $247,402 to cover the County's share of the 800 Mhz system.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
MSTU Ad Valorem	311130	7,518,062	7,894,311	8,812,797	8,372,157	8,874,487	9,207,279	9,552,553	9,991,970
Delinquent Taxes 2004	311204	-	-	-	-	-	-	-	-
Delinquent Taxes 2006	311206	9	-	-	-	-	-	-	-
Delinquent Taxes 2008	311208	72	-	-	-	-	-	-	-
Delinquent Taxes 2009	311209	32	-	-	-	-	-	-	-
Delinquent Taxes - 2010	311210	644	-	-	-	-	-	-	-
Delinquent Taxes 2011	311211	442	-	-	-	-	-	-	-
Delinquent Taxes 2012	311212	450	-	-	-	-	-	-	-
Delinquent Taxes 2013	311213	692	-	-	-	-	-	-	-
Delinquent Taxes - 2014	311214	1,838	-	-	-	-	-	-	-
Delinquent Taxes-2015	311215	4,686	-	-	-	-	-	-	-
Delinquent Taxes-2016	311216	5,313	-	-	-	-	-	-	-
Ambulance Fees	342600	10,380,289	10,108,000	11,045,400	10,493,130	10,702,985	10,917,020	11,135,425	11,358,105
Medicaid - Ambulance Fees	342601	-	200,000	210,526	200,000	200,000	200,000	200,000	200,000
Special Events	342604	151,139	267,900	265,400	252,130	259,730	267,520	275,500	283,765
Patient Transports	342605	12,983	9,025	23,000	21,850	21,850	21,850	21,850	21,850
Pool Interest Allocation	361111	82,407	190,665	162,000	153,900	155,439	156,993	158,564	160,149
Net Incr(decr) In Fmv Of Investment	361300	(44,103)	-	-	-	-	-	-	-
Contributions And Donations	366000	8,000	-	-	-	-	-	-	-
Refund Of Prior Year Expenses	369300	997	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	8,550	-	-	-	-	-	-	-
Transfer From Fund 001	381001	-	-	-	-	2,000,000	2,090,000	2,152,700	2,217,281
Transfer From Fund 140	381140	-	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Appropriated Fund Balance	399900	-	1,633,893	1,315,221	1,315,221	-	-	-	-
Total Revenues		18,132,503	20,503,794	22,034,344	21,008,388	22,414,491	23,060,662	23,696,592	24,433,120

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Emergency Medical Services Vehicle & Equipment Replacement	026014-526	1,212,324	1,360,000	1,302,000	1,302,000	1,305,000	1,350,000	1,575,000	1,655,000
New Emergency Medical Services Vehicle & Equipment	026021-526	14,717	-	-	-	-	-	-	-
Emergency Medical Services Technology	076058-526	1,417	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Emergency Medical Services	185-526	17,207,424	17,604,362	18,086,315	18,049,763	18,394,381	18,753,043	19,126,259	19,513,227
MIS Automation - EMS Fund	470-526	13,145	14,053	-	-	16,926	17,037	17,149	17,262
EMS - Risk	495-526	60,286	63,230	63,230	63,230	63,230	63,230	63,230	63,230
Indirect Costs - EMS	499-526	1,481,000	1,281,000	1,406,000	1,406,000	1,448,000	1,492,000	1,536,000	1,582,000
Tax Collector	513-586	150,144	156,149	162,395	162,395	162,395	162,395	162,395	162,395
Transfers	950-581	23,423	-	-	-	-	-	-	-
Budgeted Reserves - EMS Fund	990-599	-	-	-	-	999,559	1,197,957	1,191,559	1,415,006
Total Appropriations		20,163,881	20,503,794	21,044,940	21,008,388	22,414,491	23,060,662	23,696,592	24,433,120
Revenues Less Appropriations		(2,031,378)	-	989,404	-	-	-	-	-

Notes:

A 6.05% increase in property valuations generated increased ad valorem revenue for this fund. On April 24, 2018 the Board approved a 24% fee reduction in ambulance fees effective June 1, 2018. Due to outstanding receivable billings, the fee reduction did not directly affect FY18 collections. Actual collections are projected to increase in FY 2019 due to the collection of outstanding billings from the previous rates. Revenue is anticipated to decline then moderate as new billings at lower rates are collected.

For FY 2020, as part of the approved Multi-year fiscal plan, beginning in FY 2021, $2.0 million in general revenue from debt service savings will be transferred to the EMS fund thereby eliminating the need increase the EMS MSTU to support program expenditures. This will eliminate the use of fund balance in FY 2021. In future budget years, the general revenue transfer to the EMS fund is planned to increase at the rate of property tax growth thereby allowing fund balances to stay within policy limits.

The budgeted reserves starting FY 2022 are for additional crews, ambulances, vehicles and equipment as needed.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Public Service Tax - Electric	314100	6,992,525	7,566,055	7,797,000	7,407,150	7,629,365	7,858,245	8,093,992	8,336,812
Public Service Tax - Water	314300	925,689	1,014,569	1,132,041	1,075,439	1,107,702	1,083,886	1,175,160	1,210,416
Public Service Tax - Gas	314400	576,259	522,500	736,568	699,740	727,729	756,838	787,112	818,597
Public Service Tax - Fuel Oil	314700	4,691	2,850	3,800	3,610	3,610	3,610	3,610	3,610
Public Service Tax - 2% Discount	314999	(25,546)	(28,500)	(30,000)	(28,500)	(28,500)	(28,500)	(28,500)	(28,500)
DOT-Reimbursement Route 27	343913	5,690	5,689	5,741	5,741	5,856	5,973	6,092	6,214
Parks And Recreation	347200	5,697	7,030	7,400	7,030	7,030	7,125	7,220	7,220
Coe's Landing Park	347201	63,670	70,965	94,700	89,965	92,720	95,475	98,325	101,270
Probation-no Show Fees	349125	35	-	-	-	-	-	-	-
Animal Control Education	351310	297	-	-	-	-	-	-	-
Pool Interest Allocation	361111	1,935	42,085	11,300	10,735	10,842	10,951	11,060	11,170
Contributions And Donations	366000	2,559	4,750	5,263	5,000	5,000	5,000	5,000	5,000
Transfer From Fund 352	381352	-	-	375,000	375,000	500,000	500,000	500,000	500,000
Total Revenues		8,553,500	9,207,993	10,138,814	9,650,910	10,061,354	10,298,603	10,659,071	10,971,809

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Animal Control	201-562	1,374,202	1,478,951	1,602,208	1,600,104	1,640,664	1,682,741	1,726,288	1,771,361
Parks and Recreation Services	436-572	2,901,347	3,016,978	3,134,531	3,123,613	3,225,577	3,286,496	3,352,676	3,421,979
MIS Automation - Animal Control	470-562	2,882	3,723	-	-	3,416	3,445	3,474	3,504
MIS Automation - Parks and Recreation	470-572	3,850	3,185	-	-	3,801	3,825	3,849	3,873
Municipal Services - Risk	495-572	33,945	34,477	34,377	34,377	34,477	34,477	34,477	34,477
Indirect Costs - Municipal Services (Animal Control)	499-562	144,000	165,000	183,000	183,000	188,000	194,000	200,000	206,000
Indirect Costs - Municipal Services (Parks & Recreation)	499-572	525,000	510,000	637,000	637,000	656,000	676,000	696,000	717,000
Payment to City- Parks & Recreation	838-572	1,327,749	1,384,178	1,443,005	1,443,005	1,504,334	1,568,268	1,634,919	1,704,403
Transfers	950-581	1,884,547	2,596,501	2,601,789	2,601,789	2,776,152	2,819,451	2,976,433	3,077,135
Primary Health Care-Trauma Center	971-562	200,000	-	-	-	-	-	-	-
Budgeted Reserves - Municipal Service	990-599	-	15,000	15,000	28,022	28,933	29,900	30,955	32,077
Total Appropriations		8,397,522	9,207,993	9,650,910	9,650,910	10,061,354	10,298,603	10,659,071	10,971,809
Revenues Less Appropriations		155,978	-	487,904	-	-	-	-	-

Notes:

For FY 2020, Public Services Tax revenues are projected to increase a modest 1% or $79,965 due to a mild winter resulting in lower than normal consumption of electricity, natural gas and propane. Total projections are slightly above the FY 2006 pre-recession collections.

In addition, FY 2020 reflects the first transfer from the 2020 Sales Tax Extension Fund (352) made to supplement parks maintenance funding for park facilities constructed from proceeds of previous local government infrastructure sales tax proceeds.

A $2.3 million transfer to the Capital Fund (Fund 305) supports the $7.4 million general reserve transfer for capital. The remaining $5.1 million capital transfer come from the General Fund (Fund 001).

Leon County Fiscal Year 2020 Adopted Budget

Fire Rescue Services (145)

Fund Type: Special Revenue

The Fire Services Fund is a special revenue fund established in FY 2010 as a method to fund enhanced fire protection services in the unincorporated area of Leon County. This 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Fire Service Fee	325201	5,885,726	5,291,896	5,851,906	5,559,311	5,614,904	5,671,053	5,727,764	5,785,041
Fire Service Fee	325202	2,331,519	2,379,715	2,544,065	2,416,862	2,440,889	2,465,158	2,489,669	2,514,425
Delinquent Fees	325203	22,816	-	-	-	-	-	-	-
City VFD Payment	337407	-	482,479	482,479	482,479	482,479	482,479	482,479	482,479
Pool Interest Allocation	361111	40,614	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(27,766)	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	55,000	-	-	-	-	-	-	-
Transfer From Fund 126	381126	-	-	-	-	1,600,000	1,600,000	1,600,000	1,600,000
Transfer From Fund 140	381140	51,661	-	-	-	-	-	-	-
Total Revenues		8,359,570	8,154,090	8,878,451	8,458,652	10,138,272	10,218,690	10,299,912	10,381,945

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Volunteer Fire Departments	096002-522	30,915	-	-	-	-	-	-	-
MIS Countywide	470-552	(425)	-	-	-	-	-	-	-
VFD Fire Services - Risk	495-552	23,291	-	-	-	-	-	-	-
Indirect Costs - Fire Services	499-522	28,000	25,000	31,000	31,000	32,000	33,000	34,000	35,000
Tax Collector	513-586	47,048	47,849	50,590	50,590	51,096	51,607	52,123	52,123
Fire Services Payment	838-522	2,308,886	7,554,132	7,852,738	7,852,738	7,930,401	8,008,851	8,088,095	8,168,660
Volunteer Fire Department	843-522	287,835	482,479	482,479	482,479	482,479	482,479	482,479	482,479
Transfers	950-581	-	44,630	41,845	41,845	42,296	42,753	43,215	43,683
Budgeted Reserves - Fire Services	990-599	-	-	-	-	1,600,000	1,600,000	1,600,000	1,600,000
Total Appropriations		2,725,550	8,154,090	8,458,652	8,458,652	10,138,272	10,218,690	10,299,912	10,381,945
Revenues Less Appropriations		5,634,020	-	419,799	-	-	-	-	-

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 May12, 2015 meeting, the Board approved implementing the new fire service fee rates as recommended in the new fire study.

As part of the approved multi-year fiscal plan, beginning in FY 2021, $1.6 million in general revenue from debt service savings will be transferred to the Fire Fund instead of increasing the fire fee by an inflationary rate which was projected in the last fire fee assessment study between 4% and 5%. Any increase would need to be agreed upon by the County and City of Tallahassee, as provided in the fire services interlocal agreement. By implementing the recommended multi-year fiscal plan, the projected fire fee can be maintained at its current level by setting aside $1.6 million in recurring revenue beginning in FY 2021. The out-years budgets reflect this transfer.

Leon County Fiscal Year 2020 Adopted Budget

Tourism Development (160)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Tourist Development (4 Cents)	312100	4,660,108	4,267,875	4,919,840	4,673,848	4,814,063	4,958,485	5,107,240	5,260,457
Tourist Development (1 Cent)	312110	1,165,022	1,422,625	1,229,960	1,168,462	1,203,516	1,239,622	1,276,810	1,315,114
Pool Interest Allocation	361111	107,011	52,250	108,000	102,600	103,626	104,662	105,709	106,767
Net Incr(decr) In Fmv Of Investment	361300	(90,341)	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	6,981	-	-	-	-	-	-	-
Rents And Royalties	362000	-	10,200	-	-	-	-	-	-
Merchandise Sales	365000	3,686	3,200	3,825	3,634	3,743	3,855	3,971	4,091
Special Event Grant Reimbursements	366500	14,000	12,500	12,500	12,500	12,750	13,005	13,265	13,530
Other Contributions	366930	45	-	2,400	2,400	2,400	2,400	2,400	2,400
Other Miscellaneous Revenue	369900	137,244	94,341	76,316	72,500	75,401	78,417	81,554	84,816
Appropriated Fund Balance	399900	-	720,000	414,525	414,525	357,452	301,084	416,422	304,393
Total Revenues		6,003,755	6,582,991	6,767,366	6,450,469	6,572,951	6,701,530	7,007,371	7,091,568

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Tourism Development Building	086065-552	74,484	100,000	-	-	-	-	-	-
Administration	301-552	520,743	524,785	609,182	608,237	616,512	628,114	640,157	652,664
Advertising	302-552	1,450,762	1,566,473	1,616,473	1,616,473	1,666,473	1,716,473	1,766,473	1,766,473
Marketing	303-552	1,462,076	1,688,050	1,944,892	2,008,111	2,026,209	2,045,025	2,064,580	2,084,910
Special Projects	304-552	641,495	615,000	730,000	765,000	765,000	765,000	765,000	765,000
MIS Automation - Tourism Development	470-552	11,170	11,250	7,822	7,822	7,877	7,932	7,987	8,043
Tourism Development - Risk	495-552	7,306	7,538	5,364	5,364	5,364	5,364	5,364	5,364
Indirect Costs - Tourism Development	499-552	273,000	235,000	221,000	221,000	232,000	244,000	256,000	269,000
Council on Culture & Arts (COCA)	888-573	875,814	1,422,625	1,168,462	1,168,462	1,203,516	1,239,622	1,276,810	1,315,114
Transfers	950-581	14,500	362,270	-	-	-	-	175,000	175,000
Budgeted Reserves - Tourism Development	990-599	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Total Appropriations		5,331,350	6,582,991	6,353,195	6,450,469	6,572,951	6,701,530	7,007,371	7,091,568
Revenues Less Appropriations		672,406	-	414,171	-	-	-	-	-

Notes:

Estimated revenue per penny is anticipated to increase from $1,138,000 per penny in FY 2019 to $1,168,485 in FY 2020. In addition, in FY 2020, the Board approved the reallocation of the 1/4 Cent ($292,000) previously allocated to the Council on Culture and Arts (COCA) as follows: $200,000 for the Legacy Event Grant program which will bring the total budget for the Legacy Grant Program to $300,000; and $92,000 for the Concert Series at the Capital City Amphitheater to bring the total concert series budget to $250,000.

Leon County Fiscal Year 2020 Adopted Budget

County Accepted Roadways and Drainage Systems Program (162)

Fund Type: Special Revenue

The County Accepted Roadways and Drainage Systems Program (CARDS)) Fund is a special revenue fund established to account for the repayment of special assessments associated with the County's CARDS program (formerly the 2/3 2/3's paving program). The revenue received into this fund is collected as a non ad valorem special assessment on the annual tax bill. These revenues are repaying the County for loans utilized to construct special assessment paving projects. The revenues are annually transferred to the General Fund (001).

Revenue Sources	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Pool Interest Allocation	361111	4,090	5,890	2,200	2,090	2,111	2,132	2,153	2,175
Other Interest Earnings	361390	25,623	17,100	19,100	18,145	14,250	11,400	8,740	5,985
Special Assessments	363000	168,587	103,550	113,900	108,205	92,720	85,215	87,875	83,600
Total Revenues		198,300	126,540	135,200	128,440	109,081	98,747	98,768	91,760

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Tax Collector	513-586	3,262	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Transfers	950-581	739,852	121,040	122,940	122,940	103,581	93,247	93,268	86,260
Total Appropriations		743,114	126,540	128,440	128,440	109,081	98,747	98,768	91,760
Revenues Less Appropriations		(544,814)	-	6,760	-	-	-	-	-

Notes:

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

Leon County Fiscal Year 2020 Adopted Budget

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

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Pool Interest Allocation	361111	3,293	-	-	-	-	-	-	-
Special Assessment - Killearn Lakes Sewer	363230	224,992	237,500	250,000	237,500	237,500	237,500	237,500	237,500
Total Revenues		228,285	237,500	250,000	237,500	237,500	237,500	237,500	237,500

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Tax Collector	513-586	4,497	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Sewer Services Killearn Lakes Units I and II	838-535	220,495	232,500	232,500	232,500	232,500	232,500	232,500	232,500
Total Appropriations		224,992	237,500	237,500	237,500	237,500	237,500	237,500	237,500
Revenues Less Appropriations		3,293	-	12,500	-	-	-	-	-

Leon County Fiscal Year 2020 Adopted Budget

County Government Annex (165)

Fund Type: Special Revenue

On June 26, 2003, the Board of County Commissioners purchased the County Government Annex on Calhoun Street. The operating fund will be used to facilitate and account for the ongoing operations of this building. Revenues associated with this fund are primarily be generated by leases associated with the tenants of the building. Expenses associated with this fund are comprised of necessities required in the upkeep, maintenance, and management of the facility. A portion of the revenue from this fund is transferred to the associated debt service fund to pay the existing debt service for the bonds issued to purchase the building, which will be paid in full by FY 2020.

Revenue Sources	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Parking Facilities	344500	74,735	181,639	189,773	180,284	181,614	174,812	138,997	120,013
Pool Interest Allocation	361111	18,628	30,000	22,300	21,185	21,397	21,611	21,826	22,045
Net Incr(decr) In Fmv Of Investment	361300	(14,722)	-	-	-	-	-	-	-
Rents And Royalties	362000	1,654,970	1,596,903	1,787,327	1,697,961	1,665,318	1,312,334	1,334,636	1,081,791
Appropriated Fund Balance	399900	-	-	150,000	150,000	-	-	-	-
Total Revenues		1,733,611	1,808,542	2,149,400	2,049,430	1,868,329	1,508,757	1,495,459	1,223,849

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
County Government Annex	086025-519	727,796	250,000	250,000	250,000	250,000	275,000	610,000	325,000
County Government Annex	154-519	343,627	462,201	495,142	495,142	506,647	518,768	527,940	537,411
County Government Annex - Risk	495-519	40,092	39,594	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	549,729	1,032,747	1,240,694	1,240,694	286,173	289,035	291,925	294,844
Budgeted Reserves - BOA Building (Operating)	990-599	-	-	-	-	760,915	361,360	-	-
Total Appropriations		1,685,244	1,808,542	2,049,430	2,049,430	1,868,329	1,508,757	1,495,459	1,223,849
Revenues Less Appropriations		48,366	-	99,970	-	-	-	-	-

Notes:

Funding is allocated for renovations, mechanical and electrical upgrades and safety improvements at the Leon County Courthouse Annex. Improvements include design for air handling unit (AHU) replacement on the 6th floor, refresh/update landscaping of property, and general building maintenance and repairs. Specific project details are located in the Capital Improvements Project Section.

In addition, for FY 2020, fund balance is being appropriated for transfer to the associated debt service fund (211) to pay the remaining debt service for the bonds issued to purchase the building. Out year transfers reflect utility payments to the General Fund (001).

Leon County Fiscal Year 2020 Adopted Budget

Huntington Oaks Plaza (166)

Fund Type: Special Revenue

This fund was established to maintain accounting for the maintenance of the Huntington Oaks Plaza purchased by the County in FY10 for the expansion of the Lake Jackson store front library and the construction of 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Pool Interest Allocation	361111	4,857	-	-	-	-	-	-	-
Rents And Royalties	362000	124,629	113,357	112,622	106,991	88,055	77,932	70,788	41,888
Appropriated Fund Balance	399900	-	-	-	-	19,295	29,575	37,881	66,948
Total Revenues		129,486	113,357	112,622	106,991	107,350	107,507	108,669	108,836

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Huntington Oaks Plaza Bldg Improvement	083002-519	100,495	-	-	-	-	-	-	-
Huntington Oaks Plaza Operating	155-519	77,211	94,901	86,535	86,535	86,894	87,051	87,213	87,380
Huntington Oaks - Risk	495-519	12,622	12,456	12,456	12,456	12,456	12,456	12,456	12,456
Indirect Costs - Huntington Oaks Plaza	499-519	5,000	6,000	8,000	8,000	8,000	8,000	9,000	9,000
Total Appropriations		195,328	113,357	106,991	106,991	107,350	107,507	108,669	108,836
Revenues Less Appropriations		(65,842)	-	5,631	-	-	-	-	-

Notes:

Due to the termination of some leases, FY 2020 reflects a slight decline in anticipated rents and royalties from FY 2019. Further out year declines are based on the expiration of current leasing agreements. The use of available fund balance is programmed for the out years beginning in FY 2021. It is anticipated that continued marketing efforts by the County will increase occupancy of available lease space.

Leon County Fiscal Year 2020 Adopted Budget

Bond Series 2012A & 2012B (211)

Fund Type: Debt Service

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

Revenue Sources	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Transfer From Fund 126	381126	6,640,146	6,298,596	6,119,519	6,119,519	-	-	-	-
Transfer From Fund 165	381165	435,900	777,052	957,354	957,354	-	-	-	-
Appropriated Fund Balance	399900	-	3,369	-	-	-	-	-	-
Total Revenues		7,076,046	7,079,017	7,076,873	7,076,873	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Bond Series 2012A (Tax Exempt)	975-582	136,027	1,441,706	7,076,873	7,076,873	-	-	-	-
Bond Series 2012B (Taxable)	976-582	6,938,420	5,637,311	-	-	-	-	-	-
Total Appropriations		7,074,446	7,079,017	7,076,873	7,076,873	-	-	-	-
Revenues Less Appropriations		1,600	-	-	-	-	-	-	-

Notes:

This bank loan will be fully paid by year-end FY 2020.

Leon County Fiscal Year 2020 Adopted Budget

ESCO Lease (221)

Fund Type: Debt Service

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

Revenue Sources	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Transfer From Fund 001	381001	484,514	-	-	-	-	-	-	-
Total Revenues		484,514	-	-	-	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
ESCO Lease	977-582	484,514	-	-	-	-	-	-	-
Total Appropriations		484,514	-	-	-	-	-	-	-
Revenues Less Appropriations		1	-	-	-	-	-	-	-

Notes:

This fund is closed.

Leon County Fiscal Year 2020 Adopted Budget

2017 Capital Improvement Revenue Refinancing (222)

Fund Type: Debt Service

The Debt Series 2014 Fund is a debt service fund established to account for the debt service associated with the refinancing of the non taxable portion of the Capital Improvement Revenue Refunding Bond Series 2005 with a bank loan. The original bond was issued to fully refund the Parks and Recreation Bond Series 1998A, a portion of the Stormwater Bond Series 1997 and a portion of the Capital Improvement Revenue Bond Series 1999. The remaining taxable portion of this bond is accounted for in Fund 220.

Revenue Sources	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Transfer From Fund 126	381126	496,785	493,071	492,662	492,662	3,268,180	3,270,062	3,271,593	3,269,753
Appropriated Fund Balance	399900	-	3,230	-	-	-	-	-	-
Total Revenues		496,785	496,301	492,662	492,662	3,268,180	3,270,062	3,271,593	3,269,753

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
2014 Debt Series	979-582	493,139	496,301	492,662	492,662	3,268,180	3,270,062	3,271,593	3,269,753
Total Appropriations		493,139	496,301	492,662	492,662	3,268,180	3,270,062	3,271,593	3,269,753
Revenues Less Appropriations		3,646	-	-	-	-	-	-	-

Notes:

At the April 26, 2017 workshop, the Board approved the refinancing of a FY 2014 bank loan which saved $489,075 over the life of the loan. The increased payment in FY 2021 reflects increased principle payments on the loan.

Leon County Fiscal Year 2020 Adopted Budget

Capital Improvements (305)

Fund Type: Capital Projects

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

Revenue Sources	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Pool Interest Allocation	361111	354,982	403,266	549,800	522,310	527,533	532,808	538,137	543,519
Net Incr(decr) In Fmv Of Investment	361300	(360,098)	-	-	-	-	-	-	-
Gain (loss) On Sale Land	364300	39,500	-	-	-	-	-	-	-
Transfer From Fund 001	381001	3,420,236	2,706,624	5,107,194	5,107,194	4,412,482	6,444,656	6,633,528	6,708,125
Transfer From Fund 110	381110	1,919,320	-	-	-	-	-	-	-
Transfer From Fund 120	381120	85,736	-	350,000	350,000	100,000	100,000	100,000	100,000
Transfer From Fund 123	381123	1,150,000	-	-	-	-	-	-	-
Transfer From Fund 125	381125	500,000	-	-	-	-	-	-	-
Transfer From Fund 126	381126	3,000,000	-	-	-	-	-	-	-
Transfer From Fund 140	381140	1,729,764	2,293,376	2,285,764	2,285,764	2,456,646	2,496,360	2,649,649	2,746,547
Transfer From Fund 160	381160	-	350,000	-	-	-	-	175,000	175,000
Transfer From Fund 162	381162	594,821	-	-	-	-	-	-	-
Transfer From Fund 352	381352	-	-	1,593,750	1,593,750	2,125,000	2,125,000	-	-
Transfer From Fund 501	381501	1,100,000	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	5,705,635	-	-	-	-	-	-
Total Revenues		13,534,261	11,458,901	9,886,508	9,859,018	9,621,661	11,698,824	10,096,314	10,273,191

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
General Vehicle & Equipment Replacement	026003-519	253,567	227,000	246,000	246,000	531,000	540,000	466,000	525,000
Stormwater Vehicle and Equipment	026004-519	43,155	-	-	-	-	-	-	-
Stormwater Vehicle & Equipment Replacement	026004-538	96,778	203,000	267,000	267,000	393,000	1,015,000	528,000	673,000
Fleet Management Shop Equipment	026010-519	49,973	25,000	-	-	-	35,000	-	30,000
General Government New Vehicle Requests	026018-519	25,719	-	52,000	52,000	-	-	-	-
New Stormwater Vehicle & Equipment	026020-538	-	62,383	-	-	-	-	-	-
Helicopter for Sheriff's Office	026023-521	-	-	130,000	130,000	130,000	130,000	130,000	130,000
Woodville Community Park	041002-572	171,155	-	-	-	-	-	-	-
J. Lee Vause Park	043001-572	30,551	-	130,000	130,000	-	-	-	-
Okeeheepkee Prairie Park	043008-572	18,660	-	-	-	-	-	-	-
Northeast Community Park	044001-572	18,215	-	-	-	-	-	-	-
Apalachee Regional Park	045001-572	193,870	850,000	193,405	193,405	-	250,000	100,000	500,000
J.R. Alford Greenway	045004-572	30,000	-	-	-	-	-	-	-
Pedrick Road Pond Walking Trail	045007-572	9,818	-	-	-	-	-	-	-
Parks Capital Maintenance	046001-572	185,569	325,000	350,000	350,000	350,000	350,000	350,000	350,000
Playground Equipment Replacement	046006-572	106,702	-	175,000	175,000	-	150,000	-	150,000
New Vehicles and Equipment for Parks/Greenways	046007-572	155,254	82,800	-	-	53,750	-	-	-
Greenways Capital Maintenance	046009-572	218,950	350,000	150,000	150,000	250,000	250,000	250,000	250,000
Dog Parks - Unincorporated Area	046013-572	-	30,000	30,000	30,000	-	-	-	-
Chaires Park	046014-572	-	-	800,000	800,000	-	-	-	-
St. Marks Headwaters Greenways	047001-572	7,650	-	-	-	-	-	-	-
Boat Landing Improvements and Renovations	047002-572	23,165	125,000	-	-	-	-	-	-
N. Florida Fairgrounds Milling and Resurfacing	051009-541	-	-	-	-	220,000	-	-	-
Stormwater and Transportation Improvements	056010-541	80,128	-	-	-	-	-	-	-
Street Lights Placement in Unincorporated Areas	057013-541	37,066	125,000	-	-	-	-	-	-
2/3rds Tower Oaks Private Road Paving	057917-541	14,673	-	-	-	-	-	-	-
Belair-Annawood Septic to Sewer	062007-535	7,424	-	-	-	-	-	-	-
Faulk Drive Pond Sediment Removal	063010-538	16,409	-	-	-	-	-	-	-

Leon County Fiscal Year 2020 Adopted Budget

Capital Improvements (305)

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Stormwater Structure Inventory and Mapping	066003-538	599,496	-	-	-	-	-	-	-
TMDL Compliance Activities	066004-538	10,000	-	-	-	-	-	-	-
Stormwater Pond Repairs	066026-538	33,800	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Stormwater Infrastructure Preventative Maintenance	067006-538	8,621	300,000	-	-	-	-	-	-
Financial Hardware and Software	076001-519	132,686	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Data Wiring	076003-519	22,644	-	-	-	-	-	-	-
Supervisor of Elections Technology	076005-519	59,280	69,600	86,150	86,150	50,000	50,000	50,000	50,000
County Compute Infrastructure	076008-519	605,671	550,000	550,000	550,000	550,000	550,000	550,000	550,000
Geographic Information Systems	076009-539	426,738	188,280	188,280	188,280	188,280	188,280	188,280	188,280
Library Services Technology	076011-571	15,146	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Permit & Enforcement Tracking System	076015-537	29,716	150,000	450,000	450,000	250,000	250,000	250,000	250,000
Courtroom Technology	076023-519	46,807	132,000	-	-	133,820	133,820	133,820	133,820
User Computer Upgrades	076024-519	296,504	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Mobile Devices	076042-519	32,221	25,000	25,000	25,000	25,000	25,000	25,000	25,000
State Attorney Technology	076047-519	68,254	110,900	-	110,900	110,900	110,900	110,900	110,900
State Attorney Technology	076047-713	-	-	110,900	-	-	-	-	-
Public Defender Technology	076051-519	24,288	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	44,131	-	-	-	-	-	-	-
E-Filing System for Court Documents	076063-519	-	-	-	-	125,000	125,000	-	-
Huntington Oaks Plaza Renovations	083002-519	36,727	-	-	-	-	-	-	-
Courtroom Minor Renovations	086007-519	66,889	80,000	60,000	60,000	60,000	60,000	60,000	60,000
Architectural & Engineering Services	086011-519	51,266	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Courthouse Security	086016-519	19,190	35,000	35,000	35,000	40,000	20,000	35,000	20,000
Common Area Furnishings	086017-519	35,716	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Courthouse Renovations	086027-519	85,939	653,790	373,579	373,579	40,000	40,000	40,000	40,000
Jail Complex Maintenance	086031-523	2,478,872	2,894,953	1,713,500	1,713,500	2,020,000	1,167,900	1,720,000	1,350,000
Main Library Improvements	086053-571	38,809	-	-	-	-	-	-	-
Medical Examiner Facility	086067-527	1,312,969	332,597	-	-	-	-	-	-
Lake Jackson Town Center Sense of Place	086068-519	10,415	-	-	-	-	-	-	-
Fleet Management Shop Improvements	086071-519	11,242	-	-	-	-	-	-	-
Building Roofing Repairs and Replacements	086076-519	38,050	300,000	889,827	889,827	650,000	900,000	575,000	325,000
Building Mechanical Repairs and Replacements	086077-519	482,782	867,651	935,334	935,334	271,000	371,000	549,000	481,000
Building Infrastructure Improvements	086078-519	550,701	1,143,447	544,425	544,425	1,502,747	865,934	915,934	644,285
Building General Maintenance and Renovations	086079-519	138,354	225,000	410,118	410,118	220,000	130,000	95,000	70,000
Solar Arrays on County Buildings	086081-519	-	-	50,000	50,000	50,000	50,000	50,000	50,000
Serenity Cemetery Expansion	091002-519	-	-	-	-	100,000	-	-	-
Public Safety Complex	096016-525	-	-	-	-	100,000	100,000	100,000	100,000
Public Safety Complex	096016-529	37,203	50,000	-	-	125,000	200,000	200,000	200,000
Voting Equipment Replacement	096028-513	84,268	32,000	-	-	50,000	-	-	-

Leon County Fiscal Year 2020 Adopted Budget

Capital Improvements (305)

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Capital Improvements	990-599	-	-	-	-	118,664	2,727,490	1,710,880	2,103,406
Total Appropriations		10,028,350	11,458,901	9,859,018	9,859,018	9,621,661	11,698,824	10,096,314	10,273,191
Revenues Less Appropriations		3,505,911	-	27,490	-	-	-	-	-

Notes:

The FY 2020 – FY 2024 Capital Improvement Plan is primarily focused on maintaining the County's infrastructure of buildings, roads, stormwater system, parks and fleet. During the recession, the recurring general revenue transfer to the capital program was reduced to $0. However, through the annual budget processes, the transfer was gradually increased to $5.0 million by FY 2019. The Tentative FY 2020 budget increases the transfer to $7.4 million. Out years reflect the transfer of recurring general revenue to fund capital projects increasing to $9.4 million by FY 2024.

For FY 2020, funding is allocated for building maintenance and repairs, including $1.7 million for the Detention Center, $800,000 for the completing Chaires Park ballfield, new and replacement vehicles and information technology infrastructure projects. The out-years reflect reserves set aside for repayment from sales tax funds of sewer grant match funding, and unforeseen building infrastructure maintenance and repairs, including the Courthouse and Detention Center.

The FY 2020 – FY 2024 Capital Improvement Plan includes the refunding of $6.5 million in advanced payments of water quality sewer projects from the 2020 Sales Tax Extension that was allocated as match for state sewer grants.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Pool Interest Allocation	361111	126,060	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(121,203)	-	-	-	-	-	-	-
Transfer From Fund 106	381106	4,220,285	3,344,845	1,758,708	1,758,708	6,545,273	3,744,935	3,451,595	3,493,255
Appropriated Fund Balance	399900	-	-	2,100,000	2,100,000	-	-	-	-
Total Revenues		4,225,142	3,344,845	3,858,708	3,858,708	6,545,273	3,744,935	3,451,595	3,493,255

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Public Works Vehicle & Equipment Replacement	026005-541	562,911	845,000	429,000	429,000	1,260,000	734,000	750,000	750,000
Arterial & Collector Roads Pavement Markings	026015-541	102,586	135,200	135,200	135,200	135,200	135,200	135,200	135,200
New Public Works Vehicles & Equipment	026022-541	446,697	-	-	-	-	-	-	-
Old Bainbridge Road Safety Improvements	053007-541	-	100,000	-	-	-	-	-	-
Baum Road Drainage Improvement	054011-541	-	155,000	-	-	750,000	-	-	-
Stormwater and Transportation Improvements	056010-541	80,000	500,000	1,620,000	1,620,000	674,500	850,000	500,000	500,000
Public Works Design and Engineering Services	056011-541	40,754	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Sidewalk Program	056013-541	930,115	1,509,645	547,408	547,408	586,073	1,625,735	1,666,395	1,708,055
Intersection & Safety Improvements	057001-541	-	-	345,850	345,850	-	-	-	-
Maylor Road Stormwater Improvments	065005-538	-	-	481,250	481,250	2,739,500	-	-	-
Stormwater Infrastructure Preventative Maintenance	067006-538	-	-	200,000	200,000	300,000	300,000	300,000	300,000
Total Appropriations		2,163,064	3,344,845	3,858,708	3,858,708	6,545,273	3,744,935	3,451,595	3,493,255
Revenues Less Appropriations		2,062,078	-	-	-	-	-	-	-

Notes:

As recommended in the Mutil-year fiscal plan approved at the April 23, 2019 Budget Workshop, the gas tax funding traditionally split 50/50 for sidewalk projects and general transportation maintenance, will be reallocated for two years to fix chronic flooding problems on county roads in FY 2020 and FY 2021. The fiscal plan recommends $1.0 million in FY 2020 and $3.414 million in FY 2021 for transportation flood relief projects. This funding will be used to fund stormwater and transportation improvements to Raymond Tucker Road/Pheasant Run, and Maylor Road.

In addition, as part of the FY 2019 budget process, $2.0 million in available gas tax funds was appropriated to support transportation capital projects. The FY 2020 capital program contemplates using these reserves.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Pool Interest Allocation	361111	68,689	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(55,466)	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	-	300,000	300,000	-	-	-	-
Total Revenues		13,223	-	300,000	300,000	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Intersection & Safety Improvements	057001-541	74,828	-	-	-	-	-	-	-
Jail Complex Maintenance	086031-523	-	-	300,000	300,000	-	-	-	-
Total Appropriations		74,828	-	300,000	300,000	-	-	-	-
Revenues Less Appropriations		(61,605)	-	-	-	-	-	-	-

Notes:

The available fund balance of $300,000 remaining in this fund will be used to support capital improvement projects at the Detention Center.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
1 Cent Sales Tax	312600	4,292,858	4,325,350	1,194,000	1,134,300	-	-	-	-
BP2000 JPA Revenue	343916	817,352	350,000	-	-	1,600,000	-	-	-
Pool Interest Allocation	361111	57,556	20,000	76,100	72,295	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(38,069)	-	-	-	-	-	-	-
Total Revenues		5,129,696	4,695,350	1,270,100	1,206,595	1,600,000	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Open Graded Cold Mix Stabilization	026006-541	266,669	600,000	-	-	-	-	-	-
Fred George Park	043007-572	31,704	-	-	-	-	-	-	-
Apalachee Regional Park	045001-572	-	-	1,206,595	1,206,595	-	-	-	-
Arterial/Collector Resurfacing	056001-541	5,703,501	3,320,350	-	-	-	-	-	-
Community Safety & Mobility	056005-541	305,045	425,000	-	-	-	-	-	-
Lake Henrietta Renovation	061001-538	-	350,000	-	-	-	-	-	-
NWFWMD Grant-Woodside Heights	061002-535	8,229	-	-	-	-	-	-	-
Woodside Heights FDEP Grant	061003-535	44,330	-	-	-	-	-	-	-
Lexington Pond Retrofit	063005-538	233,205	-	-	-	1,600,000	-	-	-
Killearn Lakes Plantation Stormwater	064006-538	42,415	-	-	-	-	-	-	-
Total Appropriations		6,635,097	4,695,350	1,206,595	1,206,595	1,600,000	-	-	-
Revenues Less Appropriations		(1,505,401)	-	63,505	-	-	-	-	-

Notes:

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.

The remaining sales tax extension funds will provide additional funding for the improvements to Apalachee Regional Park the construction of the cross-country course pavilion, restrooms, stage and finish line in anticipation of hosting the NCAA Cross Country Championship in FY 2021. Additionally, funding from the remaining County share of the Blueprint water quality funding will be used for the Lexington Pond water quality improvement projects in FY 2021.

Leon County Fiscal Year 2020 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.

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Bldg Infrastructure Improvements	086078-519	7,038	-	-	-	-	-	-	-
Total Appropriations		7,038	-	-	-	-	-	-	-
Revenues Less Appropriations		(7,038)	-	-	-	-	-	-	-

Note:

Fund will be closed at year end FY 2019.

Leon County Fiscal Year 2020 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.

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Courthouse Renovations	086027-519	50,308	-	-	-	-	-	-	-
Total Appropriations		50,308	-	-	-	-	-	-	-
Revenues Less Appropriations		(50,308)	-	-	-	-	-	-	-

Note:

Fund will be closed at year end FY 2019.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Pool Interest Allocation	361111	175	-	-	-	-	-	-	-
Total Revenues		175	-	-	-	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Courthouse Renovations	086027-519	20,385	-	-	-	-	-	-	-
Total Appropriations		20,385	-	-	-	-	-	-	-
Revenues Less Appropriations		(20,210)	-	-	-	-	-	-	-

Notes:

Fund will be closed at year end FY 2019.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Pool Interest Allocation	361111	56,745	80,655	102,500	97,375	98,349	99,332	100,326	101,329
Net Incr(decr) In Fmv Of Investment	361300	(49,148)	-	-	-	-	-	-	-
Transfer From Fund 130	381130	200,000	-	-	-	-	-	-	-
Total Revenues		207,597	80,655	102,500	97,375	98,349	99,332	100,326	101,329

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
911 Capital Projects	990-599	-	80,655	97,375	97,375	98,349	99,332	100,326	101,329
Total Appropriations		-	80,655	97,375	97,375	98,349	99,332	100,326	101,329
Revenues Less Appropriations		207,597	-	5,125	-	-	-	-	-

Notes:

Revenues are collected in the operating fund (Fund 130). Funds not utilized for operating the E 9-1-1 System are transferred to the capital fund for future expenditure on capital upgrades at year end.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Pool Interest Allocation	361111	2,266	-	-	-	-	-	-	-
Total Revenues		2,266	-	-	-	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
North Monroe Turn Lane	053003-541	37,972	-	-	-	-	-	-	-
Total Appropriations		37,972	-	-	-	-	-	-	-
Revenues Less Appropriations		(35,706)	-	-	-	-	-	-	-

Notes:

Fund will be closed at year end FY 2019.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Pool Interest Allocation	361111	1,051	-	-	-	-	-	-	-
Total Revenues		1,051	-	-	-	-	-	-	-
Revenues Less Appropriations		1,051	-	-	-	-	-	-	-

Notes:

Fund will be closed at year end FY 2019.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Pool Interest Allocation	361111	1,476	-	-	-	-	-	-	-
Total Revenues		1,476	-	-	-	-	-	-	-
Revenues Less Appropriations		1,476	-	-	-	-	-	-	-

Notes:

This fund will be closed at year end FY 2019.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
1 Cent Sales Tax	312600	-	-	3,582,000	3,402,900	4,674,000	4,767,100	4,862,100	4,959,950
Total Revenues		-	-	3,582,000	3,402,900	4,674,000	4,767,100	4,862,100	4,959,950

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Open Graded Cold Mix Main/Resurfacing	026006-541	-	-	600,000	600,000	600,000	600,000	600,000	600,000
Arterial/Collect/Local Road Resurfacing	056001-541	-	-	2,802,900	2,802,900	3,574,000	3,667,100	3,762,100	3,859,950
Intersection and Safety Improvement	057001-541	-	-	-	-	500,000	500,000	500,000	500,000
Total Appropriations		-	-	3,402,900	3,402,900	4,674,000	4,767,100	4,862,100	4,959,950
Revenues Less Appropriations		-	-	179,100	-	-	-	-	-

Notes:

In November 4, 2014, Leon County residents approved a ballot initiative to extend the current 1-Cent Local Option Sales Tax for another 20 years until 2039. This fund has been established for the County's 10% share of the new sales tax revenue For FY 2020, funding is allocated for Open Graded Cold Mix resurfacing and arterial and collector road resurfacing.

Leon County Fiscal Year 2020 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, and Sidewalks. The fund also accounts for the 2% portion of the fund dedicated to Liveable Infrastructure For Everyone (L.I.F.E.) projects.

Revenue Sources	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
LIFE Revenue	312601	-	-	716,400	680,580	934,800	962,730	991,610	1,021,440
BP2000 JPA Revenue	343916	-	-	2,906,250	2,906,250	3,875,000	3,875,000	3,875,000	3,875,000
Total Revenues		-	-	3,622,650	3,586,830	4,809,800	4,837,730	4,866,610	4,896,440

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Sidewalk Program	056013-541	-	-	937,500	937,500	1,250,000	1,250,000	1,250,000	1,250,000
Woodville Sewer Project	062003-535	-	-	-	-	-	-	2,125,000	2,125,000
L.I.F.E. Rural Road Safety Stabilization	091003-541	-	-	175,000	175,000	175,000	175,000	200,000	200,000
L.I.F.E. Miccosukee Sense of Place	091004-519	-	-	255,580	255,580	184,800	187,730	201,610	-
L.I.F.E. Street Lighting	091005-541	-	-	125,000	125,000	125,000	125,000	125,000	125,000
L.I.F.E. Fire Safety Infrastructure	091006-529	-	-	-	-	125,000	125,000	125,000	125,000
L.I.F.E. Boat Landing Enhancements & Upgrades	091007-572	-	-	125,000	125,000	125,000	-	125,000	171,440
L.I.F.E. 2/3 Match Program	091008-541	-	-	-	-	-	-	100,000	-
L.I.F.E. Stormwater and Flood Relief	091009-538	-	-	-	-	-	-	115,000	400,000
L.I.F.E. Recreational Amenities	091010-572	-	-	-	-	200,000	350,000	-	-
Transfers	950-581	-	-	1,968,750	1,968,750	2,625,000	2,625,000	500,000	500,000
Total Appropriations		-	-	3,586,830	3,586,830	4,809,800	4,837,730	4,866,610	4,896,440
Revenues Less Appropriations		-	-	35,820	-	-	-	-	-

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. L.I.F.E. funding is allocated for projects including Rural Road Safety Stabilization Miccosukee Sense of Place, street lighting and boat landing improvements. Transfers to other funds include funding for parks maintenance ($375,000) in the Municipal Services Fund (Fund 140) and the refunding of advanced payments of water quality sewer projects ($1,593,750) in the Capital Improvements Fund (Fund 305).

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Solid Waste	313700	223,802	343,101	238,169	226,261	238,625	240,295	241,977	243,671
Waste Disposal Special Assessment	319150	1,480,286	1,490,056	1,575,960	1,497,162	1,507,642	1,518,196	1,528,824	1,539,525
Delinquent Taxes 2008	319208	144	-	-	-	-	-	-	-
Delinquent Assessement-2009	319209	131	-	-	-	-	-	-	-
Delinquent Assessments-2010	319210	120	-	-	-	-	-	-	-
Delinquent Assessments-2011	319211	173	-	-	-	-	-	-	-
Delinquent Assessments 2012	319212	327	-	-	-	-	-	-	-
Delinquent Assessments 2013	319213	933	-	-	-	-	-	-	-
Delinquent Assessments-2014	319214	2,430	-	-	-	-	-	-	-
Delinquent Assessments-2015	319215	5,285	-	-	-	-	-	-	-
Delinquent Assessments-2016	319216	6,334	-	-	-	-	-	-	-
Operating Income - Class I	343410	(174,165)	-	-	-	-	-	-	-
Transfer Station Receipts	343411	7,196,356	6,722,495	7,554,851	7,177,108	7,693,371	8,049,110	8,405,116	8,578,351
Marpan Administrative Fee	343412	-	7,994	10,003	9,503	9,503	9,503	9,503	9,503
Marpan Class III Residuals	343413	992,914	841,520	1,045,338	993,071	1,090,933	1,153,499	1,216,886	1,240,109
Operating Income - Tires	343415	42,388	48,995	54,903	52,158	52,523	52,890	53,261	53,634
Operating Income - Electronics	343416	4,835	4,912	5,171	4,912	4,947	4,981	5,016	5,051
Operating Income - Yard Trash Clean	343417	154,008	64,593	156,420	148,599	149,638	150,686	151,741	152,804
Operating Income - Yard Trash	343418	28,316	52,484	37,528	35,652	35,901	36,152	36,406	36,661
Operating Income - Landfill Yard Trash Bagged	343420	931	40,774	226	215	217	218	219	221
Resource Recovery (metals, etc)	343451	5,788	106,973	77,673	73,789	74,305	70,590	74,826	71,085
Hazardous Waste	343453	34,486	26,290	29,377	27,908	28,103	26,698	28,300	26,885
Recycling Promotional Services	343461	35,000	33,250	37,158	35,300	35,325	35,350	33,953	34,191
Rural Waste Services Center Permit	343462	188,973	206,789	-	-	-	-	-	-
Recyclable Materials	343463	-	87,595	79,697	75,712	76,242	76,776	77,313	77,854
Interest Income - Investment	361110	171,957	98,065	-	-	-	-	-	-
Pool Interest Allocation	361111	98,532	45,220	139,900	132,905	134,234	135,576	136,932	138,301
Net Incr(decr) In Fmv Of Investment	361300	(265,417)	-	-	-	-	-	-	-
Rents And Royalties	362000	18,151	16,509	16,384	15,565	16,032	16,513	17,008	17,518
Equipment Buyback	364100	-	-	52,632	50,000	-	-	-	-
Other Scrap Or Surplus	365900	255,015	25,486	26,822	25,481	25,663	25,843	26,024	26,207
Transfer From Fund 126	381126	458,540	453,502	1,017,985	1,017,985	1,324,993	1,098,777	1,116,107	1,134,307
Total Revenues		10,966,572	10,716,603	12,156,197	11,599,286	12,498,197	12,701,653	13,159,412	13,385,878

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Landfill Improvements	036002-534	11,032	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Solid Waste Facility Heavy Equip. & Vehicle Replacement	036003-534	160,311	31,000	15,000	15,000	388,000	-	40,000	40,000
Transfer Station Heavy Equip Replacement	036010-534	73,964	113,125	111,545	111,545	395,000	165,000	470,000	470,000
Transfer Station Improvements	036023-534	15,238	338,665	150,852	150,852	150,852	150,852	150,852	150,852
Solid Waste Master Plan	036028-534	68,835	-	-	-	-	-	-	-
Rural/Hazardous Waste Vehicle and Equipment Replacement	036033-534	-	18,000	-	-	-	-	-	-
Pre-Fabricated Buildings	036041-534	32,498	45,000	-	-	-	-	-	-
Hazardous Waste Vehicle and Equipment Replacement	036042-534	43,057	-	-	-	-	96,000	-	-
Capital Landfill Closure	036043-534	2,718,406	-	-	-	-	-	-	-
Yard Waste	416-534	448,804	417,092	388,687	388,181	400,895	414,419	428,442	447,036
Rural Waste Service Centers	437-534	625,623	659,917	684,205	680,923	696,460	712,772	729,836	747,754
Transfer Station Operations	441-534	6,885,029	7,079,329	8,319,557	8,315,757	8,465,791	8,620,474	8,778,915	8,941,222
Solid Waste Management Facility	442-534	389,362	555,284	455,367	454,849	458,523	462,355	466,347	470,508
Hazardous Waste	443-534	746,215	696,707	723,161	722,619	736,839	751,594	766,899	782,780
MIS Automation - Solid Waste Fund	470-534	22,840	24,044	-	-	25,385	25,532	25,680	25,829
Solid Waste - Risk	495-534	21,625	20,385	20,752	20,752	21,130	21,520	21,921	21,921

Leon County Fiscal Year 2020 Adopted Budget

Solid Waste (401)

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Indirect Costs - Solid Waste	499-534	-	583,000	600,000	600,000	618,000	637,000	656,000	675,000
Tax Collector	513-586	29,902	32,620	33,598	33,598	34,606	35,644	36,713	36,713
Transfers	950-581	51,918	82,435	85,210	85,210	86,716	88,267	89,865	91,511
Budgeted Reserves - Solid Waste Fund	990-599	-	-	-	-	-	500,224	477,942	464,752
Total Appropriations		12,344,658	10,716,603	11,607,934	11,599,286	12,498,197	12,701,653	13,159,412	13,385,878
Revenues Less Appropriations		(1,378,087)	-	548,263	-	-	-	-	-

Notes:

The Solid Waste fund is an enterprise fund and is supported by an assessment and tipping fees collected at the Transfer Station. For FY 2020, as part of the implementation of the Multi-year Fiscal Plan, the County avoided raising the non-ad valorem assessment by 70% from $40 to $68 annually by increasing the general revenue transfer to the fund to support increases in the recycling and hauling and disposal contracts. The Multi-year fiscal plan also included the elimination of the Rural Waste Service Centers (RWSC) fees and will entirely support the RWSCs with general revenue. FY 2020 capital funding is included for Landfill Improvements, Transfer Station Improvements, various vehicle and heavy equipment replacements.

In support of the Multi-year fiscal plan, an additional $564,483 in general revenue is programmed for transfer to support solid waste operations.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Pool Interest Allocation	361111	93,970	40,375	44,400	42,180	42,602	43,027	43,458	43,892
Net Incr(decr) In Fmv Of Investment	361300	(64,486)	-	-	-	-	-	-	-
Transfer From Fund 145	381145	-	42,665	40,200	40,200	40,602	41,008	41,418	41,832
Departmental Billings	394000	132	-	-	-	-	-	-	-
Vehicle Insurance	396100	341,390	295,628	320,491	320,491	323,695	326,933	330,202	333,504
General Liability	396200	522,459	519,542	540,535	540,535	545,756	551,213	556,725	562,292
Aviation Insurance	396300	37,936	44,900	46,500	46,500	46,965	47,435	47,909	48,388
Property Insurance	396400	978,840	796,680	744,056	744,056	751,496	759,011	766,601	774,267
Workers Compensation Insurance	396600	1,804,303	1,634,075	2,069,722	2,069,722	2,090,419	2,111,323	2,132,436	2,153,760
Total Revenues		3,714,543	3,373,865	3,805,904	3,803,684	3,841,535	3,879,950	3,918,749	3,957,935

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Risk Management	132-513	212,412	196,608	207,475	206,993	211,323	215,829	220,515	225,393
MIS Automation-Risk Fund	470-513	-	223	257	257	260	263	266	269
Insurance Service - Risk	495-596	425	447	465	465	465	465	465	465
Indirect Costs - Insurance Service	499-596	30,000	32,000	40,000	40,000	41,000	42,000	44,000	45,000
Workers' Comp Risk Management	821-596	3,419,628	3,126,368	3,538,278	3,538,278	3,571,806	3,605,668	3,639,870	3,674,413
Transfers	950-581	1,100,000	-	-	-	-	-	-	-
Budgeted Reserves - Insurance Service	990-599	-	18,219	17,209	17,691	16,681	15,725	13,633	12,395
Total Appropriations		4,762,465	3,373,865	3,803,684	3,803,684	3,841,535	3,879,950	3,918,749	3,957,935
Revenues Less Appropriations		(1,047,922)	-	2,220	-	-	-	-	-

Notes:

For FY 2020, reflects an increase in the in funding for the County's self insurance for workers' compensation claims.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Pool Interest Allocation	361111	2,080	-	-	-	-	-	-	-
Departmental Billings	394000	379,579	858,689	782,957	782,957	940,786	950,197	959,699	969,293
Departmental Billings - MIS Automation	394200	604,127	394,933	177,784	177,784	429,951	434,250	438,593	442,978
Appropriated Fund Balance	399900	-	-	396,427	396,427	-	-	-	-
Total Revenues		985,786	1,253,622	1,357,168	1,357,168	1,370,737	1,384,447	1,398,292	1,412,271

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Communications Trust	900-590	752,172	1,253,622	1,357,168	1,357,168	1,370,737	1,384,447	1,398,292	1,412,271
Total Appropriations		752,172	1,253,622	1,357,168	1,357,168	1,370,737	1,384,447	1,398,292	1,412,271
Revenues Less Appropriations		233,614	-	-	-	-	-	-	-

Notes:

Increase associated with an increase in repair and maintenance costs and upgrades to the phone system in addition to communication charges from the State of Florida, Department of Management Services. Department billings to general fund are reduced for one year due to the appropriation of accumulated fund balance.

Leon County Fiscal Year 2020 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 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Pool Interest Allocation	361111	1,561	-	-	-	-	-	-	-
Departmental Billings - Fleet	394100	1,498,382	1,412,208	1,467,361	1,467,361	1,481,827	1,496,425	1,511,146	1,526,001
Gas And Oil Sales	395100	1,168,479	1,317,220	1,435,895	1,435,895	1,450,254	1,464,756	1,479,404	1,494,198
Total Revenues		2,668,422	2,729,428	2,903,256	2,903,256	2,932,081	2,961,181	2,990,550	3,020,199

Appropriations by Department/Division	Acct #	Actual FY 2018	Adopted FY 2019	Requested FY 2020	Budget FY 2020	Planned FY 2021	Planned FY 2022	Planned FY 2023	Planned FY 2024
Fleet Maintenance	425-591	2,788,692	2,718,129	2,895,112	2,891,643	2,920,449	2,949,530	2,978,880	3,008,510
MIS Automation - Motor Pool Fund	470-519	1,710	1,884	2,198	2,198	2,217	2,236	2,255	2,274
Fleet Maintenance - Risk	495-591	9,178	9,415	9,415	9,415	9,415	9,415	9,415	9,415
Transfers	950-581	25,000	-	-	-	-	-	-	-
Total Appropriations		2,824,580	2,729,428	2,906,725	2,903,256	2,932,081	2,961,181	2,990,550	3,020,199
Revenues Less Appropriations		(156,157)	-	(3,469)	-	-	-	-	-

Notes:

Increase reflects a rise in diesel fuel costs. The increase also includes funding for vehicle monitoring software to track and improve fuel efficiency.

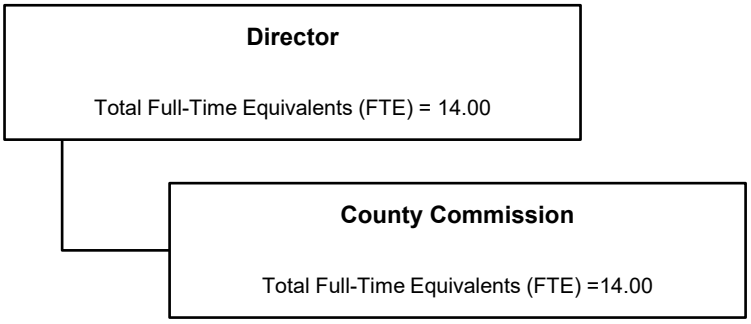
Leon County Fiscal Year 2020 Adopted Budget

Board of County Commissioners

Organizational Chart	7 - 2
Executive Summary	7 - 3
Summary	7 - 4
Board of County Commissioners	7 - 5

Leon County Fiscal Year 2020 Adopted Budget

Board of County Commissioners



Executive Summary

This section of the Leon County FY 2020 Annual Budget is comprised of the Leon County Board of County Commissioners. The Board of County Commissioners is the legislative body of Leon County Government. The Board provides policy guidance and establishes the County's vision, mission, strategic priorities, and strategic initiatives that guide the day-to-day efforts of County staff.

The Board addressed and provided focused policy guidance on several key issues in Fiscal Year 2018-19, consistent with the priorities established in the County's five-year Strategic Plan. In December 2018, the County partnered with the City of Tallahassee and the Center for Health Equity to conduct a community-wide human services needs assessment. This study will identify the greatest areas of human services needs in Tallahassee-Leon County and recommend strategies to ensure the continued alignment of funds with the highest community needs and desired outcomes. Also, in December 2018, the Board accepted and directed the implementation of the Hurricane Michael After-Action Report, which included 83 findings and 68 specific recommendations to strengthen the County's ability to respond to and recover from future disasters. Reflecting, Leon County's continuous commitment to enhancing our community's preparedness, response, and recovery capabilities, the County has implemented a total of 213 specific recommendations for improvement in total from Hurricanes Hermine, Irma, and Michael over the past three consecutive years. In April 2019, the Board accepted a grant from the Knight Foundation Fund to conduct a tour of innovative public library systems throughout the southeast U.S. The tour will examine best practices among similar public library systems and explore how other communities have strategized to maintain and increase the relevancy of libraries.

The Board of County Commissioners also took several actions in Fiscal Year 2018-19 to further enhance the fiscal and organizational health of Leon County Government. In June 2019, the Board adopted an Ordinance to provide for a Code of Ethics prescribing standards of conduct for members of the Board, County employees, and members of Board-appointed boards and committees. The 2017-2018 Leon County Citizen Charter Review Committee recommended an amendment to the County's Home Rule Charter to require a Code of Ethics Ordinance, and Leon County voters approved the amendment on the November 2018 General Election ballot. Also, at the FY 2020 Budget Workshop in April 2019, the Board established a multi-year fiscal plan to avoid a total of $4.8 million in potential tax and fee increases in the EMS MSTU, Solid Waste non-ad-valorem assessment, and Fire Services Fee while providing funding to address critical infrastructure needs and the costs associated with the Presidential election cycle.

During the development of the FY 2020 budget, the Board also addressed key budget issues concerning human services, capital improvements, and tourism development. The Board preliminarily approved a $274.2 million operating and capital budget while maintaining the countywide millage rate at 8.3144 for the eighth consecutive year. The Board also reduced the use of General Fund balance by $442,500 to $1.56 million to balance the FY 2020 budget – a significant decrease from the $5.0 million required during the peak of the recession. Additional fiscal policy highlights include the following:

- $2.23 million in parks infrastructure funding, including an additional $1.4 million for Apalachee Regional Park in anticipation of hosting the 2021 NCAA National Cross County Championship;
- $2.04 million in capital improvements for the Detention Center and the Sheriff's Administrative Facility;
- $1.8 million for the County's Primary Healthcare Program;
- $1.3 million for the second year of the Community Human Service Partnership (CHSP) two-year grant cycle;
- $300,000 in TDT funds to establish a "Legacy "Events grant program to ensure the continued success of long-standing community festivals;
- $250,000 in Tourism Development Tax (TDT) funds to support bringing national performers and concerts to the Capital City Amphitheater;
- $100,000 in funding to support debt service for the capital construction of the Kearney Center; and
- $10,000 for Census Count 2020.

In 2019, Leon County Government received twelve National Association of Counties (NACo) Achievement Awards recognizing outstanding county programs and services. The County received awards in categories including Financial Management, Community and Economic Development, and County Resiliency. NACo's awards recognize Leon County's efforts to provide exceptional County programs and services to citizens. Since 2013, 68 different Leon County programs and initiatives have been awarded this national recognition for innovations, best practices, and for setting the standard in public service.

Leon County Fiscal Year 2020 Adopted Budget

Board of County Commissioners

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,701,293	1,726,166	1,767,755	-	1,767,755	1,805,031
Operating	67,144	112,575	112,675	-	112,675	112,685
Total Budgetary Costs	1,768,437	1,838,741	1,880,430	-	1,880,430	1,917,716

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
County Commission	1,768,437	1,838,741	1,880,430	-	1,880,430	1,917,716
Total Budget	1,768,437	1,838,741	1,880,430	-	1,880,430	1,917,716

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	1,768,437	1,838,741	1,880,430	-	1,880,430	1,917,716
Total Revenues	1,768,437	1,838,741	1,880,430	-	1,880,430	1,917,716

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
County Commission	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalents (FTE)	14.00	14.00	14.00	-	14.00	14.00

Board of County Commissioners (001-100-511)

Goal	The goal of the County Commission is to serve as elected officers and fiscal representatives of the County as well as to serve as the legislative and governing body of the County government.
Core Objectives	1. Provide 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

County Commission Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,701,293	1,726,166	1,767,755	-	1,767,755	1,805,031
Operating	67,144	112,575	112,675	-	112,675	112,685
Total Budgetary Costs	1,768,437	1,838,741	1,880,430	-	1,880,430	1,917,716

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Commission At-Large (Group 1) (001-106-511)	5,098	12,500	12,500	-	12,500	12,500
Commission At-Large (Group 2) (001-107-511)	10,440	12,500	12,500	-	12,500	12,500
Commission District 1 (001-101-511)	7,774	12,500	12,500	-	12,500	12,500
Commission District 2 (001-102-511)	3,377	12,500	12,500	-	12,500	12,500
Commission District 3 (001-103-511)	3,529	12,500	12,500	-	12,500	12,500
Commission District 4 (001-104-511)	4,572	12,500	12,500	-	12,500	12,500
Commission District 5 (001-105-511)	9,781	12,500	12,500	-	12,500	12,500
Commissioners' Account (001-108-511)	22,574	25,075	25,175	-	25,175	25,185
County Commission (001-100-511)	1,701,293	1,726,166	1,767,755	-	1,767,755	1,805,031
Total Budget	1,768,437	1,838,741	1,880,430	-	1,880,430	1,917,716

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	1,768,437	1,838,741	1,880,430	-	1,880,430	1,917,716
Total Revenues	1,768,437	1,838,741	1,880,430	-	1,880,430	1,917,716

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
County Commission	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalents (FTE)	14.00	14.00	14.00	-	14.00	14.00

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

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,701,293	1,726,166	1,767,755	-	1,767,755	1,805,031
Total Budgetary Costs	1,701,293	1,726,166	1,767,755	-	1,767,755	1,805,031

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	1,701,293	1,726,166	1,767,755	-	1,767,755	1,805,031
Total Revenues	1,701,293	1,726,166	1,767,755	-	1,767,755	1,805,031

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2020 budget are as follows:

Increases to Program Funding:
1.Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Funding for performance raises pertains to Commission staff only. Board of County Commissioner salaries are established pursuant to County ordinance which uses rates set by the State of Florida.

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

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	7,774	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	7,774	12,500	12,500	-	12,500	12,500

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	7,774	12,500	12,500	-	12,500	12,500
Total Revenues	7,774	12,500	12,500	-	12,500	12,500

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

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

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	3,377	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	3,377	12,500	12,500	-	12,500	12,500

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	3,377	12,500	12,500	-	12,500	12,500
Total Revenues	3,377	12,500	12,500	-	12,500	12,500

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

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

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	3,529	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	3,529	12,500	12,500	-	12,500	12,500

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	3,529	12,500	12,500	-	12,500	12,500
Total Revenues	3,529	12,500	12,500	-	12,500	12,500

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

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

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	4,572	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	4,572	12,500	12,500	-	12,500	12,500

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	4,572	12,500	12,500	-	12,500	12,500
Total Revenues	4,572	12,500	12,500	-	12,500	12,500

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

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

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	9,781	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	9,781	12,500	12,500	-	12,500	12,500

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	9,781	12,500	12,500	-	12,500	12,500
Total Revenues	9,781	12,500	12,500	-	12,500	12,500

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

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

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	5,098	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	5,098	12,500	12,500	-	12,500	12,500

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	5,098	12,500	12,500	-	12,500	12,500
Total Revenues	5,098	12,500	12,500	-	12,500	12,500

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

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

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	10,440	12,500	12,500	-	12,500	12,500
Total Budgetary Costs	10,440	12,500	12,500	-	12,500	12,500

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	10,440	12,500	12,500	-	12,500	12,500
Total Revenues	10,440	12,500	12,500	-	12,500	12,500

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

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

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	22,574	25,075	25,175	-	25,175	25,185
Total Budgetary Costs	22,574	25,075	25,175	-	25,175	25,185

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	22,574	25,075	25,175	-	25,175	25,185
Total Revenues	22,574	25,075	25,175	-	25,175	25,185

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

Increase to program funding:
1. Increase in communication- phone system costs in the amount of $100 associated with number of phones, internet usage and maintenance costs of the system.

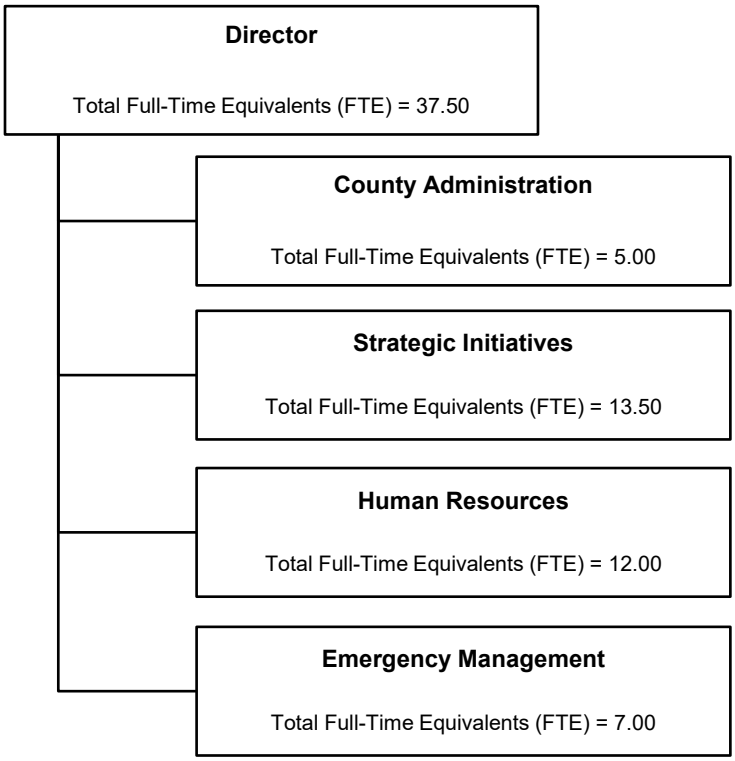
Leon County Fiscal Year 2020 Adopted Budget

Administration

Organizational Chart	8 - 2
Executive Summary	8 - 3
County Administration Business Plan	8 - 4
Administration Summary	8 - 9
County Administration	8 - 11
Strategic Initiatives Division Summary	8 - 13
Strategic Initiatives	8 - 14
Community & Media Relations	8 - 16
Human Resources	8 - 18
Emergency Management Division Summary	8 - 21
Emergency Management	8 - 22
Enhanced 9-1-1	8 - 26

Leon County Fiscal Year 2020 Adopted Budget

Administration



Executive Summary

The Administrative section of the Leon County FY 2020 Annual 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 fourth annual Created Equal event, which brought 1,200 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 over 2,000 local high school students and 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 over 2,000 participants with the "Build Your Bucket"event.

During FY 2019, the County was recognized for its leadership and innovation by the National Association of Counties (NACo), earning 12 more Achievement Awards for Leon County programs and initiatives. Some of the initiatives awarded include: Leon County's Property Assessed Clean Energy Program, Mobile Hotspot Lending Program, the Emergency Shelter Operations Plan as coordinated with Leon County Schools and the American Red Cross.

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 the County's Hurricane Michael Preparedness campaign, disaster recovery video, and the Emergency Medical Service Lip Sync Challenge.

Human Resources instilled the core values and core practices of Leon LEADs throughout the organization by conducting custom developed Customer Experience, Diversity, and Domestic Violence, Sexual Violence, and Stalking in the Workplace training programs throughout the organization. The department has further elevated the importance and visibility of the County's Ethics Policy through incorporation in recruitment materials and new employee orientation. Additionally, the department has continued the successful implementation of the "Live Well Leon" employee wellness program and annual employee performance evaluations in order to attract and retain a highly talented, diverse and innovative County workforce.

The Division of Emergency Management has implemented all 68 recommendations for improvement identified in the Hurricane Michael After Action Report. The Division maintained its strong preparedness program hosting 11 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 have helped maintain the County's *#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, E-911 System staff maintained database accuracy, processing 46,401 telephone number records, with 7,658 records requiring addresses validation correction. Staff has also continued its success in achieving the National Emergency Number Association standard for Next Generation E-911 implementation for validating telephone numbers to address points.

Leon County Fiscal Year 2020 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 oversee the operation of County functions to ensure the delivery of cost effective, efficient, and to manage the operation of County functions to ensure the delivery of cost effective, and customer responsive public services.

Strategic Priorities

Economy

- EC1 – Do well-designed public infrastructure which supports business, attracts private investment and has long-term economic benefits.
- EC2 – Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, and job creation.
- EC3 – Leverage university and community partnerships to increase entrepreneurial, technology transfer and commercialization opportunities.
- EC4 – Grow our tourism economy, its diversity, competitiveness and economic impact.

Quality of Life

- Q3 – Provide essential public safety infrastructure and services.
- Q4 – Support and promote access to basic health and welfare services to our community members most in need.

Governance

- G1 – Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service.
- G2 – Sustain a culture of performance and deliver effective efficient services that exceed expectations and demonstrate value.
- G3 – Sustain a culture that respects, engages, and empowers citizens in important decisions facing the community.
- G4 – Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices.
- G5 – Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner.

Strategic Initiatives

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)	Complete/Ongoing In Progress
4.	Evaluate sun setting the Downtown CRA and correspondingly evaluate the effectiveness of the Frenchtown/Southside CRA including the County's partnership with the City. (EC1, EC2)	Complete
5.	Enhance sports tourism through the exploration of an NFL Preseason game and other possible events at Doak Campbell Stadium.	Complete

Leon County Fiscal Year 2020 Adopted Budget

County Administration

Strategic Initiatives
October 1, 2017– September 30, 2021

6. Continue to serve our seniors through programs and partnerships, including: A.) As Florida's first Dementia Caring Community, support the Florida Department of Elder Affairs in the further development of the pilot program, provide enhanced paramedic training and engage local partners in making the County a more dementia-friendly community. (Q4)	Complete
7. Alongside community partners, engage citizens of diverse backgrounds, education, and age on issues that matter most to them through the Citizen Engagement Series and Club of Honest Citizens. (G1, G3)	Ongoing
8. Continue to Support Commissioner Desloge during his term as NACo President. (G1)	Complete
9. In accordance with the Leon County Charter, convene a Charter Review Committee to review the Leon County Home Rule Charter and propose any amendments or revisions which may be advisable for placement on the general election ballot. (G5)	Complete
10. Continue County sponsorship of employee's participation in the Certified Public Manager training. (G4)	Ongoing
11. Seek opportunities for partnerships through NACo and FAC's enterprise programs. (G1)	Ongoing
12. Continue to explore opportunities for efficiency and cost savings through intergovernmental functional consolidation where appropriate. (G5)	Ongoing
13. Evaluate expanding Leon Works as a regional event and to different segments of the community.	Complete
14. Evaluate establishing a living wage for County employees and continue to provide opportunities for industry certifications and training for those employees in skilled craft, paraprofessional, and technician positions. (G4)	Complete/Ongoing
15. Partner with Federal Alliance for Safe Housing (FLASH) to become the nation's first #HurricaneStrong county. (G1, G2)	Complete
16. As part of Leon County's Citizen Engagement Series, conduct an annual "Created Equal" event to strengthen the County's commitment in tackling difficult subjects. (G1, G3)	Ongoing
17. Continue to support Commissioner Maddox in his efforts to become Florida Association of Counties President. (G1)	Complete
18. Implement the recommendations of the Hurricane Irma After Action Report. (G2, G5)	Complete
19. Develop and enhance communications strategies to inform citizens of the County's overall water quality and stormwater policies, as well as emergent issues impacting individual water bodies or ground water. (EN1)	In Progress
20. Explore ways to promote and build upon Leon County's success in citizen engagement by identifying additional ways to increase the quantity and quality of citizen input opportunities. (G3, G1)	Complete
21. Continue to evaluate the effectiveness of our existing County supported re-entry programs, explore other opportunities to further enhance re-entry efforts, and work with the Supervisor of Elections to assist former felons with registering to vote.	Complete/Ongoing
22. Implement the recommendations of the Hurricane Michael After Action Report. (G2, G5)	Complete
23. Pursuant to the approved ballot initiative amending the County Charter, adopt an Ethics Ordinance by December 2019.	Complete

Leon County Fiscal Year 2020 Adopted Budget

County Administration

Actions

1.	The County is partnering with FSU to conduct a market and feasibility analysis for a hotel and convention center.	Strategic Initiatives
2.	Adopted the Tourism Impact Tax issue as part of the 2019 State and Federal Legislative Priorities Program.	Strategic Initiatives
3.	A.) Hosted the 2019 Leon Works Expo. B.) Established the Elevate Florida's Capital for Business: Catalyzing Workforce Development Opportunities program. C.) Monthly participation in Career Luncheons at Leon County School's Success Academy at Ghazvini Learning Center.	Strategic Initiatives
4.	Presented the amended CRA Interlocal Agreement.	Strategic Initiatives
5.	Target hosting the NFL Preseason football game in Fall 2020.	Tourism Development
6.	Continue to conduct a public education campaign to increase awareness of dementia and the available dementia services throughout the community.	Community & Media Relations
7.	A.) Presented a status update to the Board on the 2019 Citizen Engagement Series. B.) Hosted three Library Lecture Series in 2018 in January, April and May. C.) Hosted Citizen Engagement Series Prepare Now for third year. D.) Partnered with The Big Event and hosted students at Jackson View Park.	Community & Media Relations
8.	Assisted Commissioner Desloge during the NACo 2018 Annual Conference.	Strategic Initiatives
9.	Staffed the Charter Review Committee and Conducted Public Hearings for proposed charter amendments.	Strategic Initiatives
10.	Continue to identify new employees biannually to participate in the Certified Public Manager Program.	Human Resources
11.	Leon County participates in the NACo's Live Healthy Program and U.S. Communities Government Purchasing Alliance, as well as utilizing NACo and FAC vendors for employee benefits. County Administration continues to regularly discuss and evaluate new opportunities for partnership through their respective enterprise programs.	Strategic Initiatives, Human Resources
12.	Developed a new CHSP process with the City of Tallahassee. Conducted joint Alternative Mobility Funding Systems Study and Joint Disparity Study.	Strategic Initiatives
13.	Hosted the 2019 Leon Works Expo which included students and exhibitors from Gadsden and Wakulla County.	Strategic Initiatives
14.	At the April 23, 2019 Budget Workshop, the Board directed staff to review establishing a $13 per hour living wage for County employees after the FY 2020 budget cycle is concluded.	Human Resources
15.	Coordinate with FLASH to present at the National Hurricane Conference in April 2019.	Emergency Management
16.	Hosted the Ode to Understanding event in partnership with the Tallahassee Symphony Orchestra.	Community & Media Relations
17.	Assist Commissioner Maddox as needed during FAC Conferences.	Strategic Initiatives
18.	Presented report on the implementation of the Hurricane Michael After-Action Report and Preparation for the 2019 Hurricane Season.	Emergency Management

County Administration

Actions

19. Developing content and communication strategies for relevant water-related topics.	Community & Media Relations
20. A.) Host "Focused on People" sit-downs on social media. Facebook and Twitter Live video streams will engage various County departments on initiatives, events, and timely topics. "Focused on People" will also feature a rotating interview segment profiling a different County Commissioner. B.) Connect with Leon County neighborhoods on NextDoor app to send messages to targeted neighborhoods or mass messaging about a new County program or service. C.) Increase reach to "cord cutters" by streaming Leon County television programming. The County will create an app to show the same content as Channel 16 on streaming devices such as Amazon Fire TV stick, Roku and others. D.) Launch a quarterly sit-down at different venues with the County Administrator and key staff to allow citizens an opportunity to share a cup of coffee and input. E.) Engage a consulting firm to develop a community-wide survey that would be conducted during the planning year of every five-year Strategic Plan cycle. F.) Create email survey feedback option focused on assessing customer service and County programs. G.) CMR will work with Public Works to brand the water resources campaign, gather graphics for the design and continue to draft website design for review.	Community & Media Relations
21. Implemented the Pretrial Assessment Tool (PAT) of the Ohio Risk Assessment System (ORAS).	Office of Intervention & Detention Alternatives
22. Presented a status update agenda item to the Board on the implementation of the Michael after-action report.	Emergency Management
23. Presented an Ethics Ordinance to the Board in June 2019.	Strategic Initiatives

Bold Goals and Five-Year Targets

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

	FY 2017	FY 2018	FY 2019[1]	FY 2020	FY 2021	Total
Citizen Ideas Implemented[2]	107	100	100	100	TBD	407

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

	FY 2017	FY 2018	FY 2019[1]	FY 2020	FY 2021	Total
Students/Citizens Connected[3]	886	869	1,000	1,000	TBD	3,755

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

	FY 2017	FY 2018	FY 2019[1]	FY 2020	FY 2021	Total
"My Rewards" Participation[4]	88%	90%	89%	90%	TBD	90%

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

	FY 2017	FY 2018	FY 2019[1]	FY 2020	FY 2021	Total
Employees Trained[5]	10%	45%	60%	90%	TBD	90%

County Administration

Notes:

1. The reporting for FY 2019 are estimates only. At the time this document was published, the fiscal year for 2019 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2021 Budget.
2. Staff anticipates implementing 100 citizen ideas, improvements, solutions and opportunities for co-creation each year. However, this is subject to citizen feedback.
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, 1,755 students and citizens have been connected to middle skilled job opportunities since the start of fiscal year 2017, 35% 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. 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.
5. 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.

County Administration Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,079,182	1,098,165	1,164,140	-	1,164,140	1,198,211
Operating	22,707	34,938	35,332	-	35,332	35,343
Total Budgetary Costs	1,101,889	1,133,103	1,199,472	-	1,199,472	1,233,554

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
County Administration (001-110-512)	1,101,889	1,133,103	1,199,472	-	1,199,472	1,233,554
Total Budget	1,101,889	1,133,103	1,199,472	-	1,199,472	1,233,554

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	1,101,889	1,133,103	1,199,472	-	1,199,472	1,233,554
Total Revenues	1,101,889	1,133,103	1,199,472	-	1,199,472	1,233,554

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
County Administration	5.00	5.00	5.00	-	5.00	5.00
Total Full-Time Equivalents (FTE)	5.00	5.00	5.00	-	5.00	5.00

Leon County Fiscal Year 2020 Adopted Budget

Administration

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

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

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

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

County Administration (001-110-512)

Goal	The goal of the County Administration is to provide leadership and direction to County employees, to facilitate the implementation of Board priorities and policies, and to oversee the operation of County functions to ensure the delivery of cost effective, efficient, and customer-responsive public services.
Core Objectives	1. Provide leadership, coordination, and direction to County departments to facilitate the delivery of services consistent with Board priorities and policies. 2. Develop Action Plans and implement Annual Board Retreat Priorities. 3. Present Agenda Requests to the Board and provide staff recommendations on County issues requiring Board review and approval. 4. Engage County staff in discussions on County issues, employee concerns, and improvements in County processes. 5. Respond to the needs of the Board in the development and execution of Board policies.
Statutory Responsibilities	County Administration is responsible for ensuring compliance with all applicable County Laws and Statutes administered by programs under the Board of County Commissioners.
Advisory Board	N/A

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

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,079,182	1,098,165	1,164,140	-	1,164,140	1,198,211
Operating	22,707	34,938	35,332	-	35,332	35,343
Total Budgetary Costs	1,101,889	1,133,103	1,199,472	-	1,199,472	1,233,554

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	1,101,889	1,133,103	1,199,472	-	1,199,472	1,233,554
Total Revenues	1,101,889	1,133,103	1,199,472	-	1,199,472	1,233,554

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
County Administrator	1.00	1.00	1.00	-	1.00	1.00
Deputy County Administrator	1.00	1.00	1.00	-	1.00	1.00
Assistant County Administrator	2.00	2.00	2.00	-	2.00	2.00
Senior Executive Assistant	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	5.00	5.00	5.00	-	5.00	5.00

The major variances for the FY 2020 County Administration budget are as follows:

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

In addition, the two Assistant County Administrator positions have been increased from a paygrade 62 to paygrade 63 with no fiscal impact.

Strategic Initiatives Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	840,353	856,001	954,298	74,851	1,029,149	1,064,253
Operating	501,597	562,428	553,663	28,100	581,763	535,772
Transportation	55	410	522	-	522	522
Total Budgetary Costs	1,342,005	1,418,839	1,508,483	102,951	1,611,434	1,600,547

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Community and Media Relations (001-116-513)	621,207	672,832	676,661	102,951	779,612	785,001
Strategic Initiatives (001-115-513)	720,798	746,007	831,822	-	831,822	815,546
Total Budget	1,342,005	1,418,839	1,508,483	102,951	1,611,434	1,600,547

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	1,342,005	1,418,839	1,508,483	102,951	1,611,434	1,600,547
Total Revenues	1,342,005	1,418,839	1,508,483	102,951	1,611,434	1,600,547

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Strategic Initiatives	7.50	7.50	7.50	-	7.50	7.50
Community and Media Relations	5.00	5.00	5.00	1.00	6.00	6.00
Total Full-Time Equivalents (FTE)	12.50	12.50	12.50	1.00	13.50	13.50

Strategic Initiatives (001-115-513)

Goal	The goal of the Strategic Initiatives Division is to serve as a bridge from strategic planning to action implementation by ensuring alignment of organizational activities, initiatives, and culture with the overarching strategic vision and plan set forth by the Board of County Commissioners.
Core Objectives	1. Provide for continuous growth of Leon County's leadership team to ensure the organizational culture is instilled throughout all work areas and services. 2. Serve as ombudsman to citizens in need of specialized information and services to ensure interactions remain people focused, performance driven. 3. Coordinate special projects, intergovernmental, and interdepartmental activities on behalf of County Administration. 4. Develop and track annual Federal and State legislative priorities and coordinate related lobbying services. 5. Coordinate and assemble the Commission meeting agenda.
Statutory Responsibilities	N/A
Advisory Board	Tallahassee / Leon County Commission on the Status of Women & Girls

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate
BG4	**Bold Goal: Implement 500 citizen ideas, improvements, solutions and opportunities for co-creation.[1]**	**100**	**100**	**100**
T3	**Strategic Target: Connect 5,000 students and citizens to middle skilled job career opportunities.[2]**	**869**	**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 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, 1,755 students and citizens have been connected to middle skilled job opportunities since the start of fiscal year 2017, 35% 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 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 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.	94%	96%	95%	95%
G2	Number of LEADS Listening Sessions conducted.[1]	N/A	33	N/A	33
G3	Number of Community Legislative Dialogue meetings coordinated and managed.	3	1	1	1

Notes:
1. LEADS Listening Sessions were held in 2014, 2016, and 2018 and will continue to be held on a two-year cycle.

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

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

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

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

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

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

Community & Media Relations (001-116-513)

Goal	The goal of Community and Media Relations is to proactively facilitate the accurate, effective, timely, and consistent flow of public information to internal and external parties of interest, provide community outreach, and serve as the County's liaison with its media partners.
Core Objectives	1. Coordinate special projects, intergovernmental, and interdepartmental activities on behalf of County Administration. 2. 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 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
G1, G3	Number of news advisories, releases, and notices detailing County activity.[1]	318	300	300	300
G1, G3	Number of press conferences, community meetings and events.[2]	55	80	68	68
G3	Number of participants in Citizen Engagement Series and Club of Honest Citizens.[3]	900	950	1,000	1,500
G5	Annual Report distribution.[4]	1,647	1,650	1,650	1,650

Notes:
1. The FY 2020 estimate is associated with the average number of advisories and releases detailing County activity.
2. The FY 2020 estimate is the average number of conferences and meetings had over the past couple of years, including years with Hurricane activity.
3. The number of participants is estimated to increase due to the added events such as more Club of Honest Citizens events each year.
4. Annual Report Video and hard copy distribution is calculated in Annual Report numbers.

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

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

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

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

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

Increases to Program Funding:

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

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 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
T14	**Strategic Target: Achieve 90% employee participation in the County's "My Rewards" Well Being Program[1]**	**90%**	**90%**	**90%**
T16	**Strategic Target: 100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace[2]**	**30%**	**60%**	**90%**

Notes:

1. The "My Rewards" Program is an incentive-based wellness program designed to help employees participate in healthy lifestyle behaviors. Employees who successfully complete the My Rewards Program each calendar year will receive a 2.5% discount off their annual health insurance premium contribution for the following year. Those who are not eligible include Opt-Out and Spousal employees, since they do not pay for their health insurance, and part time employees, who do not receive health insurance as a benefit. Staff anticipates an annual increase between FY 2017 through FY 2021. This goal was achieved in 2018, and the 90% employee participation rate is expected to remain consistent for increase by FY 2021.
2. 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.

Human Resources (001-160-513)

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
G4	Number of requisitions created, and or recruited for vacant positions.	102	100	100	100
G4	Number of qualified applicants per requisition.	40	35	35	35
G4	Number of positions filled internally.	24	30	30	30
G4	Number of positions filled from outside sources.	51	40	40	40
G4	Average days to fill vacant positions.	80	60	64	64
G4	Average Turnover Rate.	9%	10%	10%	10%
G2	Number of County/Constitutional employees participating in county-sponsored Wellness Program events.	2,810	2,400	1,900	2,400[2]
G2	Number of County/Constitutional employees who successfully completed the Value Based Design My Rewards Program.	1,065	1,060	1,060	1,065
G4	Number of employees attending county-sponsored Training and Professional Development events.	863	650	650	700
G1	Number of employees completing customer experience training.	81	290	290	619
G1	Percentage of new employees completing “on-boarding” within 30 days.	85%	85%	85%	85%

Notes:

1. Requisitions created often exceed the total number of positions filled in the reporting period due to positions remaining vacant until the subsequent fiscal year.
2. The “2019 Actual” will be reduced by 500 since we did not have the health fair last fiscal year.
3. 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).
4. New Employee Orientation (NEO) is offered monthly to meet this performance measure goal. New employees are notified of training within the first few weeks of hire and this information is posted on the Leon Learns website.

Human Resources (001-160-513)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	967,688	1,068,665	1,176,433	-	1,176,433	1,217,599
Operating	236,759	336,422	332,660	-	332,660	331,733
Total Budgetary Costs	1,204,447	1,405,087	1,509,093	-	1,509,093	1,549,332

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	1,204,447	1,405,087	1,509,093	-	1,509,093	1,549,332
Total Revenues	1,204,447	1,405,087	1,509,093	-	1,509,093	1,549,332

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Director of Human Resources	1.00	1.00	1.00	-	1.00	1.00
Employee Engagement & Performance Manager	1.00	1.00	1.00	-	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	-	1.00	1.00
Health and Wellness Coordinator	1.00	1.00	1.00	-	1.00	1.00
Employee Development Coordinator	1.00	1.00	1.00	-	1.00	1.00
Compensation Analyst	1.00	1.00	1.00	-	1.00	1.00
Human Resource 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 2020 Human Resources budget are as follows:

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

Emergency Management Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	550,317	363,120	600,780	-	600,780	620,043
Operating	683,171	971,670	946,378	12,000	958,378	972,393
Transportation	-	2,385	2,456	-	2,456	2,456
Capital Outlay	-	10,224	-	-	-	-
Budgeted Reserves	-	14,546	-	-	-	10,862
Total Budgetary Costs	1,233,488	1,361,945	1,549,614	12,000	1,561,614	1,605,754

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
EM-EMPG Federal Grant (125-952005-525) Emergency	10,179	-	-	-	-	-
Management (125-864-525)	45,650	121,155	109,221	12,000	121,221	121,250
Emerg. Mgmt-(EMPA)Base Grant-St (125-952002-523)	105,741	-	-	-	-	-
Emerg. Mgmt-(EMPG)Base Grant-Fed (125-952001-525)	75,946	-	-	-	-	-
EMPA-Base Grant-State (125-952006-525)	14,096	-	-	-	-	-
EMPA-Base-Grant-State (125-952008-525)	-	-	130,319	-	130,319	134,902
EMPG Federal Grant (125-952009-525)	-	-	94,674	-	94,674	98,202
Enhanced E-911-Aministration (130-180-525) Insurance	981,875	1,223,830	1,195,171	-	1,195,171	1,231,022
for E-911 (130-495-525)	-	2,235	2,235	-	2,235	2,235
MIS Automation (130-470-525)	-	14,725	17,994	-	17,994	18,143
Total Budget	1,233,488	1,361,945	1,549,614	12,000	1,561,614	1,605,754

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
125 Grants	251,613	121,155	334,214	12,000	346,214	354,354
130 9-1-1 Emergency Communications	981,875	1,240,790	1,215,400	-	1,215,400	1,251,400
Total Revenues	1,233,488	1,361,945	1,549,614	12,000	1,561,614	1,605,754

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
EMPA-Base Grant-State	1.00	1.00	1.00	-	1.00	1.00
EMPG Federal Grant	1.00	1.00	1.00	-	1.00	1.00
Enhanced E-911-Administration	5.00	5.00	5.00	-	5.00	5.00
Total Full-Time Equivalents (FTE)	7.00	7.00	7.00	-	7.00	7.00

Emergency Management (125-864-525)

Mission	The mission of Emergency Management is to save lives and protect the property of the residents of Leon County through the coordination of cost-effective and integrated public safety programs.
Core Objectives	1. Maintain the Comprehensive Emergency Management Plan. 2. Maintain the functionality of the Emergency Operations Center. 3. Review health care facility plans. 4. Provide education on disaster preparedness, response, recovery, and mitigation.
Statutory Responsibilities	F.S. 252.31-252.60 – State Emergency Management Act F.S. 395.1055 – Hospital Licensing and Regulation F.S. 400.23 – Nursing Homes and Related Health Care Facilities F.S. 429.41 – Assisted Care Communities
Advisory Board	Local Emergency Planning Committee for Hazardous Materials; North Florida Domestic Security Task Force; Florida Domestic Security State Working Group Executive Committee; Local Mitigation Strategy Steering Committee; Florida Division of Emergency Management, Emergency Management Advisory Workgroup

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Q3	Number of annual exercises conducted/participated in.[1]	7	4	4	4
Q3	Number of health care facility plans reviewed.	42	45	45	50
Q3	Number of presentations conducted.	13	15	12	12
Q3	Number of planning meetings facilitated.	10	6	6	6

Notes:
1. The number of annual exercises conducted is anticipated to remain level in FY 2019 and FY 2020.

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

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	45,650	108,546	106,765	12,000	118,765	118,794
Transportation	-	2,385	2,456	-	2,456	2,456
Capital Outlay	-	10,224	-	-	-	-
Total Budgetary Costs	45,650	121,155	109,221	12,000	121,221	121,250

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
125 Grants	45,650	121,155	109,221	12,000	121,221	121,250
Total Revenues	45,650	121,155	109,221	12,000	121,221	121,250

The major variances for the FY 2020 Emergency Management budget are as follows:

Increases to Program Funding:
1. Communications in the amount of $12,000 for 6 months of cell phone service for 25 phones during hurricane season.

Emergency Management - EMPA-Base Grant-State (125-952008-525)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	-	-	130,319	-	130,319	134,902
Total Budgetary Costs	-	-	130,319	-	130,319	134,902

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
125 Grants	-	-	130,319	-	130,319	134,902
Total Revenues	-	-	130,319	-	130,319	134,902

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Dir. of Emergency Management	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 2020 EMPA Base Grant are as follows:

The position is funded by a state grant. The new grant is anticipated from the Florida Division of Emergency Management in July 2020 to coincide with the State fiscal year. Grant funding is anticipated to be level. FY 2020 funding reflects the county annually budgeted personnel costs.

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

Emergency Management - EMPG Federal Grant (125-952009-525)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	-	-	94,674	-	94,674	98,202
Total Budgetary Costs	-	-	94,674	-	94,674	98,202

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
125 Grants	-	-	94,674	-	94,674	98,202
Total Revenues	-	-	94,674	-	94,674	98,202

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Emergency Management 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 2020 EMPG Base Grant are as follows:

The positions is funded by a state grant. The new grant is anticipated from the Florida Division of Emergency Management in July 2020 to coincide with the State fiscal year. Grant funding is anticipated to be level. FY 2020 funding reflects the county annually budgeted personnel costs.

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

Enhanced 9-1-1 (130-180-586)

Mission	The mission of the 9-1-1 System is to provide Next Generation 9-1-1 services for the reporting of emergencies to response agencies including Law enforcement, Fire Department and Emergency Medical Services (EMS).
Core Objectives	1. Maintain the Master Street Address Guide to ensure 9-1-1 database accuracy. 2. Respond to requests for 9-1-1 information. 3. Develop digital map displays for the 9-1-1 system to pinpoint the location of landline and cellular callers.
Statutory Responsibilities	F.S. 365.171-175 – 9-1-1 and Wireless Enhanced 9-1-1
Advisory Board	State and National Emergency Number Association; State of Florida E-911 Board

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 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.	752	825	820	825
Q3	Percent of 9-1-1 database accuracy.	99.6%	99%	99%	99%
Q3	Number of Master Street Address Guide validations.	1,057	1,300	1,250	1,250

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

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	344,354	363,120	375,787	-	375,787	386,939
Operating	637,521	846,164	819,384	-	819,384	833,221
Budgeted Reserves	-	14,546	-	-	-	10,862
Total Budgetary Costs	981,875	1,223,830	1,195,171	-	1,195,171	1,231,022

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
130 9-1-1 Emergency Communications	981,875	1,223,830	1,195,171	-	1,195,171	1,231,022
Total Revenues	981,875	1,223,830	1,195,171	-	1,195,171	1,231,022

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
E-911 Systems Manager	1.00	1.00	1.00	-	1.00	1.00
911 Data Analyst	1.00	1.00	1.00	-	1.00	1.00
911 System Administrator	1.00	1.00	1.00	-	1.00	1.00
911 System Analyst	-	1.00	1.00	-	1.00	1.00
Emergency Management Administrative Assistant	1.00	1.00	1.00	-	1.00	1.00
GIS Mapping Specialist	1.00		-	-	-	-
Total Full-Time Equivalents (FTE)	5.00	5.00	5.00	-	5.00	5.00

The major variances for the FY 2020 Enhanced 911 budget are as follows:

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

Decreases to Program Funding:
1. Other Contractual Services in the amount of $55,890 for planned E-911 call system upgrades being completed in FY19.
2. Repairs and Maintenance in the amount of $8,066 due to analysis of historical maintenance costs.

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

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	-	14,725	17,994	-	17,994	18,143
Total Budgetary Costs	-	14,725	17,994	-	17,994	18,143

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
130 9-1-1 Emergency Communications	-	14,725	17,994	-	17,994	18,143
Total Revenues	-	14,725	17,994	-	17,994	18,143

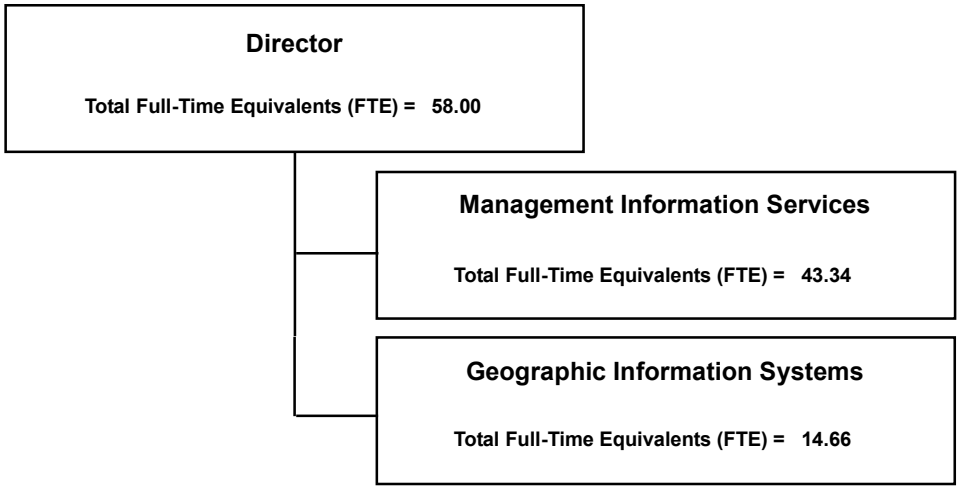
Emergency Management - Insurance for E-911 (130-495-525)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	-	2,235	2,235	-	2,235	2,235
Total Budgetary Costs	-	2,235	2,235	-	2,235	2,235

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
130 9-1-1 Emergency Communications	-	2,235	2,235	-	2,235	2,235
Total Revenues	-	2,235	2,235	-	2,235	2,235

Office of Information and Technology

Organizational Chart	9 - 2
Executive Summary	9 - 3
Information and Technology Business Plan	9 - 4
Information and Technology Summary	9 - 5
Management Information Services	9 - 6
Geographic Information Systems	9 - 11


Director
Total Full-Time Equivalents (FTE) = 58.00
Management Information Services
Total Full-Time Equivalents (FTE) = 43.34
Geographic Information Systems
Total Full-Time Equivalents (FTE) = 14.66

Executive Summary

The Office of Information and Technology (OIT) section of the Leon County FY 2020 Annual Budget is comprised of the Management Information Services (MIS) division and Geographic Information Systems (GIS) division. The MIS and GIS divisions provide reliable and effective technology and telecommunications products and services, which enable County offices to fulfill their respective goals and missions.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the OIT Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. This is a road map and broad plan of action for accomplishing Board priorities and serves as a gauge for the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

Recent new solutions include: upgrading the voicemail system for the County; updating Leon County EMS from pager technology to cellular devices; expanding digital signage at the Leon County Government Annex and the Library and its branches for customer awareness and room wayfinding; and implementing audio/video upgrades at the Public Safety Complex.

New citizen websites provide information about the Primary Springs Protection Zones, Water Resources, and County Projects. A new County Intranet site has been deployed which incorporates Leon Learns as the new training portal for County employees. MIS continues to maintain a robust infrastructure and computing environment that supports over 2,000 users and 8,000 devices at 80 sites and a virtualized environment with over 700 servers and a storage environment of over 1 petabyte (over 1,000 terabytes). The wireless network continues to be expanded to more sites and broader use. The expansion of remote field access continues with Public Works and Development Support & Environmental Management (DSEM) for over 750 County devices.

Cyber 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. Firewalls have been hardened and additional barriers to external threats have been added. Enhanced security monitoring has been implemented in support of the Elections Office as well as covering the entire network. Tools for monitoring patches and vulnerabilities with server and endpoint monitoring have been installed and security policies have been enhanced. Cloud computing is leveraged to augment technology needs for the Library's work order management system, the reservation system, and the Office of Intervention & Detention Alternatives' (IDA) point-of-sale system, HSCP's work order management system, HR's e-recruitment system as well as many IT services for MIS. Application solutions provided by in-house staff include a refresh of the Intranet; the County's Committee Tracking System; and upgrades for the County's HR and Finance systems.

As part of the Board's 2017-2021 Strategic Plan, MIS has transitioned the County from Groupwise to Microsoft Office 365 with nearly 2,500 accounts. Users can access their email and calendars remotely from the office via the web or on their smartphones. Work is underway to deploy Sharepoint and One Drive for process improvements such as agenda processing, file sharing, and work collaboration. As a joint City/County partnership, the Tallahassee/Leon County GIS program provides accurate, consistent, accessible, affordable, and comprehensive GIS data, GIS infrastructure, and GIS services to support the needs of Leon County and the City of Tallahassee as well as their citizens. The program supports nearly 600 data layers and over 80 web sites for over 50 business units in the County and City which includes Public Works, the Planning Department, Tourism, the Property Appraiser, and DSEM divisions. Additionally, GIS is integrated into the permitting systems for the City and the County, along with a shared portal for citizens and the building community for permitting information. As part of the County's reorganization of Emergency Management, TLCGIS now supports WebEOC, a multi-county shared emergency incident system tracking system, which was critical to the support efforts during and after Hurricane Michael.

OIT supported office moves and facility remodels throughout the County and specifically for the County Medical Examiner's Building and website; Tourist Development's move to the Leon County Government Annex; and numerous audio/video enhancements in conference rooms at offices such as DSEM and the Public Safety Complex. Required support for the courts continues with the Justice Information System for criminal case management as well as the Jail Management System for the Sheriff's Office. The latest additions include a tool for bond management for IDA and Court Administration and e-signatures and e-warrants for the justice community as well as upgrades to the State Attorney's Office's website for online payments.

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 seven 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, the Citizens Connect Mobile App received the National Association of Counties award.

Leon County Fiscal Year 2020 Adopted Budget

Office of Information and Technology Business Plan

Mission Statement

The mission of the Leon County Office of Information and Technology is to provide reliable and effective technology and telecommunications solutions and services to county agencies to enable them to fulfill their missions in serving the citizens of Leon County.

Strategic Priorities

Quality of Life

- Q2 – Provide relevant library offerings which promote literacy, life-long learning and social equity.
- Q3 – Provide essential public safety infrastructure and services.

Governance

- G1 – Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service.
- G2 – Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value.
- G5 – Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner.

Strategic Initiatives

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)	Ongoing/Complete
2.	Continue the deployment of an updated permitting system that is modernized to use mobile and online technologies. (G1, G2, G5)	Ongoing/Complete
3.	Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (Q3)	Ongoing/Complete
4.	Explore opportunities to increase to high speed internet access through a “mobile hot spot” library lending program. (Q2)	Complete

Actions

1.	A.) Secured services for the Active Direvory review and mitigate for any recommended configurations. B.) Train technical staff and implement test areas for OIT. C.) Launch Migration/Implementation configuration. D.) Go live for users. E.) Lunch and Learn Sessions. F.) Replacement of Survey Monkey with Forms. G.) Re-Engineering Agenda Process with One Drive and Flow. H.) Teams Deployment.	MIS
2.	A.) Working with vendors to develop process improvements and to finalize GIS interface. B.) Working with vendors to develop enhancements to report creation processes for DSEM.	MIS/GIS
3.	A.) In coordination with EMS, implement additional data sharing systems with Tallahassee Memoiral Healthcare and Capital Regional Medical Center. B.) B. Participate in Cardiac Arrest Registry to Enhance Survival program	MIS
4.	A.) Work group formed with Library staff and MIS formed November 2017 to determine “mobile hot spot” purchase and to develop circulation guidelines and procedures for the pilot lending program. B.) 35 “hot spots” have been made available to the public.	MIS

Leon County Fiscal Year 2020 Adopted Budget

Office of Information and Technology

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	5,774,374	5,922,408	6,122,091	(59,230)	6,062,861	6,263,393
Operating	2,743,899	3,077,838	3,104,850	122,410	3,227,260	3,264,214
Transportation	1,519	4,120	4,476	-	4,476	4,476
Capital Outlay	10,443	-	-	-	-	-
Total Budgetary Costs	8,530,235	9,004,366	9,231,417	63,180	9,294,597	9,532,083

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Management Information Services	6,608,767	6,962,794	7,128,193	63,180	7,191,373	7,377,555
Geographic Information Systems	1,921,469	2,041,572	2,103,224	-	2,103,224	2,154,528
Total Budget	8,530,235	9,004,366	9,231,417	63,180	9,294,597	9,532,083

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	8,530,235	9,004,366	9,231,417	63,180	9,294,597	9,532,083
Total Revenues	8,530,235	9,004,366	9,231,417	63,180	9,294,597	9,532,083

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Geographic Information Systems	14.66	14.66	14.66	-	14.66	14.66
Management Information Services	44.34	44.34	44.34	(1.00)	43.34	43.34
Total Full-Time Equivalents (FTE)	59.00	59.00	59.00	(1.00)	58.00	58.00

Management Information Services (001-171-513)

Goal	The goal of Management Information Services (MIS) is to serve end users with continually improved, efficient, cost effective technology and telecommunications products, services, and information so that customers are totally satisfied and able to fulfill their missions.
Core Objectives	1. Provide technology infrastructure and support for the County, the 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 of the County, Constitutional Officers, Article V agencies and the 2nd Judicial Circuit courtrooms and detention centers in Gadsden, Wakulla, Jefferson, Franklin, and Liberty counties. 3. Provide and maintain Internet 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, support the agenda process with iPads and paperless agendas and expand field use of work order systems. 5. Maintain network file systems, storage, and provide system security firewalls, SPAM and virus protection. 6. Provide telephone and voice mail services for the County and the Supervisor of Elections, the Public Defender and State Attorney offices, Guardian Ad Litem, Health Department, the Property Appraiser's Office, the Tax Collector's Office, the Sheriff's Office, Court Administration, and the Clerk's Office. 7. Provide e-mail services for the County, Constitutional Officers, and Article V agencies. 8. Support and provide connectivity and apps for over 800 mobile devices such as smart phones and tablets. 9. Operate the central data center and a disaster recovery site, support and maintain over 50 physical servers and over 700 servers within a virtualized infrastructure environment, provide backup and restoration management, disaster recovery and business continuity services. 10. Support, maintain, and replace over 3,000 devices such as laptops, tablets, printers, personal computers, and desktop software (Microsoft Office Suite) for the County, Constitutional Officers, Article V agencies, and the public systems within the library facilities. 11. Develop, maintain and enhance the inter-agency Criminal Justice Information System (JIS) for the justice community. The JIS supports the Clerk's Office, the Courts, State Attorney, Public Defender, Sheriff's Office, Probation and Supervised Pretrial Release. 12. Develop and maintain and enhance the Jail Management Information System as well as case management and work release management software applications for Probation, Supervised Pretrial Release, and the Sheriff's Office. 13. Maintain the pawnshop network system, an award-winning system, which is currently being used by more than 30 Florida and Georgia counties. 14. Provide technical support to the Supervisor of Elections at all voting locations for all elections. 16. Develop and maintain web services (including an Intranet for the County; websites for the County, Court Admin, Tax Collector, Supervisor of Elections, State Attorney, County Medical Examiner, and the Tourist Development Council) and online web applications (such as Board meetings, workshops, agendas, calendars, job applications, customer problem reporting, permitting, online Purchasing, Summer Youth applications, Library Services, Volunteer Services, Parks Reservations, Have a Hurricane Plan, and the Emergency Information Portal). Provide for mobile versions of the website for smart devices. 17. Support, maintain, and upgrade work order management systems, including Banner (Finance, Purchasing, Human Resources, and Payroll), Infor (Public Works, Facilities Mgmt., MIS), Animal Control, Faster (Fleet), Paradigm (Landfill), Halogen E-Appraisal (Human Resources), Permits and Enforcement Tracking Software (DSEM), E-Pro and Telestaff (EMS), Cycom (County Attorney's Office) and SIRSI (Library). Continue to collapse single work order management systems into the enterprise Infor system, as appropriate.

Leon County Fiscal Year 2020 Adopted Budget

Office of Information Technology

Core Objectives	18. Develop specialized applications for Human Resources (electronic timesheets, e-recruitment, compensation, employee benefits, and the Florida Retirement System) and the Office of Management and Budget (budget modeling support). 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. 20. Provide technology, telecommunications, and A/V support for the Public Safety Complex. 21. Develop and support visualization solutions through digital signage for the Libraries and Facilities.
Statutory Responsibilities	Florida State Constitution under Article V (Judiciary), Section 14 (Funding) requires provision of communications services, existing radio systems, and existing multi-agency criminal justice information systems for the Trial Courts (Court Administration and the Clerk of the Court), the State Attorney, and the Public Defender within the Second Judicial Circuit.
Advisory Board	The Criminal Justice Coordinating Council is the executive steering committee for the Justice Information System. Internally, the Justice Information Systems Agreement of 2001, re-ratified in January 2007, by the Criminal Justice Coordinating Council, governs the responsibilities and expectations of the multi-agency criminal justice system called JIS.

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark* (Median Values for City/County Sector)
G1	Average number of users per MIS Full Time Equivalent (FTE) (2,200 users/44 MIS Staff)	50:1	45:1
G1	Average number of Devices per Information Technician (IT Staff) (8,000/44 MIS Staff)	182:1	70:1
G1	Total IT Spending (Operating and CIPs) as Percentage of Budget	3.6%	5.77%
G1	Number of Network Sites	75	44

***Benchmark Sources:**

- February 2017 Robert Half Technology reports 45:1 staffing levels for enterprise networks
- November 2017 Deloitte Insights states all industries are at 3.28% and Education/Non-Profits are at 5.77%
- 2014/2015 Computer Economics Report on IT Spending and Staffing (an information and technology research/advisory firm)

Performance Measures

Priorities	Performance Measures	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate
G1, G3	Average number of e-mails processed each month (millions)[1]	1.07	1.14	1.2	1.5
G1	Approximate amount of valid e-mails (balance after malware/viruses trapped)[2]	56%	61%	61%	61%
Q1, Q2	Average monthly visits to Leon County website[3]	317,891	106,930	267,325	275,000
G1	Percent of help calls completed the same day[4]	49%	50%	50%	50%
G1	Number of new applications/services deployed[5]	4	4	4	3

Notes:

1. Moved to Office 365 email service supporting the County and all Constitutionals except Public Defender who will join in 2019.
2. With the move to Office 365, over half of email is processed within the O365 environment. The remaining is external email which 39% are being trapped as viruses/malware.
3. The Property Appraiser and Supervisor of Elections moved their sites to vendor-provided solutions tied to their specific case systems, resulting in a decline in FY 2018. Visits rose in FY 2019 because of an increase in the use of the mobile app and the Emergency Information Portal during Hurricane Michael.
4. 71% of all calls are closed within a five-day period.
5. Implemented several new websites and the new Intranet; employee security training; enhanced Committee Tracking System.

Management Information Services Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	4,355,820	4,461,845	4,598,437	(59,230)	4,539,207	4,688,451
Operating	2,240,985	2,496,829	2,525,280	122,410	2,647,690	2,684,628
Transportation	1,519	4,120	4,476	-	4,476	4,476
Capital Outlay	10,443	-	-	-	-	-
Total Budgetary Costs	6,608,767	6,962,794	7,128,193	63,180	7,191,373	7,377,555

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Article V MIS (001-171-713)	40,521	-	-	-	-	-
Management Information Services (001-171-513)	6,346,059	6,713,267	6,860,469	61,980	6,922,449	7,103,234
Public Safety Complex Technology (001-411-529)	222,187	249,527	267,724	1,200	268,924	274,321
Total Budget	6,608,767	6,962,794	7,128,193	63,180	7,191,373	7,377,555

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	6,608,767	6,962,794	7,128,193	63,180	7,191,373	7,377,555
Total Revenues	6,608,767	6,962,794	7,128,193	63,180	7,191,373	7,377,555

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Management Information Services	42.84	42.84	42.84	(1.00)	41.84	41.84
Public Safety Complex Technology	1.50	1.50	1.50	-	1.50	1.50
Total Full-Time Equivalents (FTE)	44.34	44.34	44.34	(1.00)	43.34	43.34

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

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	4,218,500	4,327,748	4,459,733	(59,230)	4,400,503	4,544,920
Operating	2,115,597	2,381,399	2,396,260	121,210	2,517,470	2,553,838
Transportation	1,519	4,120	4,476	-	4,476	4,476
Capital Outlay	10,443	-	-	-	-	-
Total Budgetary Costs	6,346,059	6,713,267	6,860,469	61,980	6,922,449	7,103,234

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	6,346,059	6,713,267	6,860,469	61,980	6,922,449	7,103,234
Total Revenues	6,346,059	6,713,267	6,860,469	61,980	6,922,449	7,103,234

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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
Director of Applications & Development	1.00	1.00	2.00	-	2.00	2.00
Public Safety Applications Manager	1.00	1.00	-	-	-	-
IT Coordinator-Web Development	1.00	1.00	1.00	-	1.00	1.00
Director of Information Technology Operations	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Systems	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Technical Services	1.00	1.00	1.00	-	1.00	1.00
Applications Systems Analyst III	2.00	2.00	2.00	-	2.00	2.00
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	2.00	2.00	2.00	-	2.00	2.00
Applications Systems Analyst I	3.00	3.00	3.00	(1.00)	2.00	2.00
Applications Systems Analyst II	6.00	6.00	6.00	-	6.00	6.00
Network Systems Analyst II	4.50	4.50	4.50	-	4.50	4.50
Network Systems Analyst III	2.00	2.00	2.00	-	2.00	2.00
EDMS Technician	1.00	1.00	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	(1.00)	41.84	41.84

Note: The Network & Technical Services Manager position and the Application & Database manager position were both re-classed from PG 59 to PG 59SR with no fiscal impact.

The major variances for the FY 2020 Management Inormation Services budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. One Applications Systems Analyst I position was moved from Management Information Services and realigned to Community & Media Relations as a Website Design Coordinator.

2. Contractual and maintenance costs in the amount of $121,200 related to the facilitation of Americans with Disabilities Act (ADA) compliance on the County's website, additional functionality for the Human Services and Community Partnerships case management system, additional network security, and IT costs associated with the Medical Examiner Facility.

3. Microsoft Office 365 ($74,020); email archiving ($15,000); costs associated with software maintenance for Judicial Officers as mandated by Article V of the Florida Constitution ($6,000); maintenance for the Banner system ($5,500); maintenance and additional tools for Development staff's web content management system ($5,000); the facilitation of higher user volume for Adobe software ($4,995); desktop management maintenance ($2,100); and several other software and information system-related cost increases. These increases are offset by significant decreases in program funding, such as the elimination of costs associated with Halogen talent management software ($41,000); McAfee Virus Protection Program ($15,000), network troubleshooting and application support ($5,500).

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

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	137,319	134,097	138,704	-	138,704	143,531
Operating	84,867	115,430	129,020	1,200	130,220	130,790
Total Budgetary Costs	222,187	249,527	267,724	1,200	268,924	274,321

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	222,187	249,527	267,724	1,200	268,924	274,321
Total Revenues	222,187	249,527	267,724	1,200	268,924	274,321

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2020 Public Safety Complex Technology budget are as follows:

Increases to Program Funding:

1. Increase in personnel services due to costs associated with the County’s portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5%based on a 3% average.
2. Phone system costs in the amount of $16,495, offset by a $3,000 decrease in maintenance costs.
3. Rentals and Leases in the amount of $1,200 for costs associated with cable service.

Geographic Information Systems (001-421-539)

Goal	The goal of the Tallahassee-Leon County GIS is to work in partnership with county agencies to provide accurate, consistent, accessible, affordable, and comprehensive GIS data, GIS infrastructure, and GIS services to support the unique business needs of Leon County and the citizens we serve.
Core Objectives	1. Development and management of high-accuracy planimetric and topographic basemap data. 2. Creation, compilation, access and distribution of derived and thematic GIS data. 3. Manage the overall quality and integrity of departmental GIS data. 4. Provide access to GIS analytical tools. 5. Integrate GIS technology, service and support into the business processes of government. 6. Identify additional sources of GIS data to support government activities and services.
Statutory Responsibilities	Florida Statute 7 – County Boundaries: Section 7.37 – Leon County ; Florida Statute 101 – Voting Methods & Procedures: 101.001 – Precincts and polling places, boundaries; Florida Statutes 163 – Intergovernmental Programs: Section 163.2511-163.3248 – Growth Policy; County and Municipal Planning; Land Development Regulation, Section 163.330-163.403 – Community Redevelopment, Section 163.501-163.526 – Neighborhood Improvement Districts, Section 163.565-163.572 – Regional Transportation Authorities; Florida States 166 – Municipalities: Section 166.231 – Public service tax; Florida Statutes 192 – Taxation: General Provisions, Non-ad Valorem; Florida Statutes 193 – Assessments: Section 193.023 – Property Appraiser's requirement established to provide or pay for other certified aerial imagery at FDOR specifications every three years., Section 195.002 – Property Appraiser and use of Aerial Imagery in Inspections; Florida Statute 202 – Communications Services Tax simplification Law: Section 202.19 Local Communications Tax; Florida Statute 472 – Land Surveying and Mapping: Section 472.027 – Minimum technical standards for surveying and mapping; City of Tallahassee Environmental Ordinance; Leon County Environmental Management Act; Local Comprehensive Plan; Interlocal Agreement for a Geographic information System, May 16, 1990; Senate Bill 360
Advisory Board	GIS Executive Committee, GIS Steering Committee, Permit Enforcement & Tracking System (PETS) Steering Committee, GIS Development Team, PETS Development Team, Addressing Steering Committee, Local Mitigation Strategy Committee (LMS)

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark*
G1, G3	Number of Business Units that use GIS.	60	36 (Average)
G3, Q2	Number of Layers of Data Maintained.	620	420
G1, G3, Q1	Number of Web Sites and Custom Applications.	84	7

***Benchmark Source:** 2018 Poll of selected Florida Counties

Performance Measures

Priorities	Performance Measures	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate
G1	Provide customer response to system and software requests within (1) hour 100% of the time.	95%	95%	95%	95%
G1, Q1	Increase GIS internet applications, services and downloadable files by 20% annually.	50%	50%	50%	50%
G1, Q1	Increase ArcGIS Online user accounts by 25% annually.	25%	25%	25%	20%
G1	Provide maintenance of base map components per schedule matrix, as required.	100%	100%	100%	100%
G3, Q2	Layers of data maintained (such as aerial photography; addressing; streets; building footprints, hydrography; elevation; flood zones; land use and zoning, subdivisions; easements).[1]	592	609	620	627
G3	Published web services.	210	257	260	270

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.

Geographic Info. Systems (001-421-539)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,418,555	1,460,563	1,523,654	-	1,523,654	1,574,942
Operating	502,914	581,009	579,570	-	579,570	579,586
Total Budgetary Costs	1,921,469	2,041,572	2,103,224	-	2,103,224	2,154,528

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	1,921,469	2,041,572	2,103,224	-	2,103,224	2,154,528
Total Revenues	1,921,469	2,041,572	2,103,224	-	2,103,224	2,154,528

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 Administrator -GIS GIS	1.00	1.00	1.00	-	1.00	1.00
Project Manager	1.00	1.00	1.00	-	1.00	1.00
GIS Specialist II	1.00	1.00	1.00	-	1.00	1.00
GIS Oracle Database Administrator	1.00	1.00	1.00	-	1.00	1.00
GIS Network Systems Administrator	1.00	1.00	1.00	-	1.00	1.00
Applications Systems Analyst I	3.00	3.00	3.00	-	3.00	3.00
Applications Systems Analyst II	1.00	1.00	1.00	-	1.00	1.00
GIS Technician II	1.00	1.00	1.00	-	1.00	1.00
GIS Integration Specialist	1.00	1.00	1.00	-	1.00	1.00
GIS Specialist III	2.00	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 2020 Geographic Information Systems budget are as follows:

Increases to Program Funding:

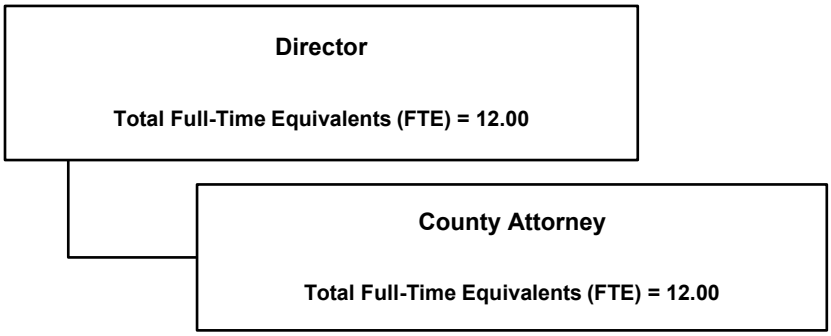
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Decreases to Program Funding:
1. Operating Supplies in the amount of $1,439 for copier charges.

County Attorney's Office

Organizational Chart	10 - 2
Executive Summary	10 - 3
Summary	10 - 4
County Attorney's Office	10 - 5

County Attorney's Office



County Attorney's Office

Executive Summary

The County Attorney's Office (CAO) section of the Leon County FY 2020 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 2019, the County Attorney's Office provided legal support on behalf of Leon County on a number of significant matters, including finalizing a two-year project to recodify the Leon County Code of Laws. The recodification process consisted of a careful and thorough legal review to ensure that the Code of Laws was free of conflicts, inconsistences, and obsolete provisions, and in conformance with Florida law. In addition, the County Attorney's Office assisted in drafting an ordinance amending the Environmental Management Act and the Zoning and Floodplain Management sections of the Code of Laws, including provisions to reduce the permit review times allowed for staff to review and approve Natural Feature Inventory applications and Environmental Impact Analyses in some instances. The County Attorney also drafted the agreement for use of the new facility housing the Medical Examiner, how the facility will be used and delineating the responsibilities of the County and the Medical Examiner; drafted a "local amendment to the Florida Building Code," regarding construction of Tiny Houses, via an amendment to Chapter 5, Building and Construction Regulations, of the Leon County Code of Laws; continues to represent Leon County as a Plaintiff in the firearms litigation titled Broward County v. State of Florida; successfully defended Leon County in the land use matter Braswell vs. Palafox, and Leon County Board of County Commissioners; and settled a claim against Playmore Recreational Products & Services concerning the Fred George Park playground surface materials in Leon County's favor. 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 2020 Adopted Budget

County Attorney's Office

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,386,839	1,464,047	1,525,772	-	1,525,772	1,573,022
Operating	698,162	597,825	595,665	-	595,665	595,867
Capital Outlay	3,723	-	-	-	-	-
Total Budgetary Costs	2,088,724	2,061,872	2,121,437	-	2,121,437	2,168,889

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
County Attorney	2,088,724	2,061,872	2,121,437	-	2,121,437	2,168,889
Total Budget	2,088,724	2,061,872	2,121,437	-	2,121,437	2,168,889

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	2,088,724	2,061,872	2,121,437	-	2,121,437	2,168,889
Total Revenues	2,088,724	2,061,872	2,121,437	-	2,121,437	2,168,889

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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

County Attorney's Office (001-120-514)

Goal	The goal of the County Attorney's Office is to provide high quality legal representation on behalf of the Board of County Commissioners, all departments and divisions under the Board, the County Administrator, Leon County employees in their employment capacity, and certain other boards and officials of Leon County as directed by the Board of County Commissioners.
Core Objectives	1. Advising, counseling, and providing legal opinions to our clients. 2. Representing our clients in litigation matters before the courts. 3. Representing our clients before administrative agencies such as the Division of Administrative Hearings, Code Enforcement Board, and Board of Adjustment and Appeals. 4. Representing our clients in employment related matters before agencies such as the Florida Commission on Human Relations, the Equal Employment Opportunity Commission, and the Agency for Work Force Innovation. 5. Preparing materials and presenting workshops to the Board of County Commissioners. 6. Researching and drafting for Board consideration legal documents such as contracts, ordinances, resolutions, and policies. 7. Reviewing documentation relating to subdivision approval, including plats, maintenance agreements, and restrictive covenants. 8. Preparing and reviewing legal advertisements relating to the adoption of ordinances and certain meetings of the Board of County Commissioners. 9. Representing our clients in negotiating real estate contracts. 10. Commencing eminent domain lawsuits on behalf of Leon County, when necessary. 11. Representing our clients in road widening projects and drainage improvement projects. 12. Providing legal education seminars to Senior Management staff.
Statutory Responsibilities	Chapter 112, Florida Statutes, Public Officers and Employees; Chapter 119, Florida Statutes, Public Records; Chapter 73, Florida Statutes, Eminent Domain; Chapter 74, Florida Statutes, Proceedings Supplemental to Eminent Domain; Chapter 127, Florida Statutes, Right of Eminent Domain to Counties; Section 2, Leon County, Florida, Charter; Section 2, Leon County Administrative Code
Advisory Board	N/A

County Attorney (001-120-514)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,386,839	1,464,047	1,525,772	-	1,525,772	1,573,022
Operating	698,162	597,825	595,665	-	595,665	595,867
Capital Outlay	3,723	-	-	-	-	-
Total Budgetary Costs	2,088,724	2,061,872	2,121,437	-	2,121,437	2,168,889

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	2,088,724	2,061,872	2,121,437	-	2,121,437	2,168,889
Total Revenues	2,088,724	2,061,872	2,121,437	-	2,121,437	2,168,889

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
County Attorney	1.00	1.00	1.00	-	1.00	1.00
Deputy County Attorney	1.00	1.00	1.00	-	1.00	1.00
Assistant County Attorney	3.00	3.00	3.00	-	3.00	3.00
Legal Administrator	1.00	1.00	1.00	-	1.00	1.00
Paralegal	1.00	1.00	1.00	-	1.00	1.00
Senior Paralegal	1.00	1.00	1.00	-	1.00	1.00
Legal Records Manager	1.00	1.00	1.00	-	1.00	1.00
Legal Assistant	2.00	2.00	1.00	-	1.00	1.00
Senior Legal Assistant	-	-	1.00	-	1.00	1.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	12.00	12.00	12.00	-	12.00	12.00

The major variances for the FY 2020 County Attorney budget are as follows:

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

Decrease to Program Funding:
1. Decrease in Operating cost in the amount of $2,160 is attributed to phone communication system changes and rental/ease decreases for leased copiers based on a use analysis by the County's Office of Information Technology.

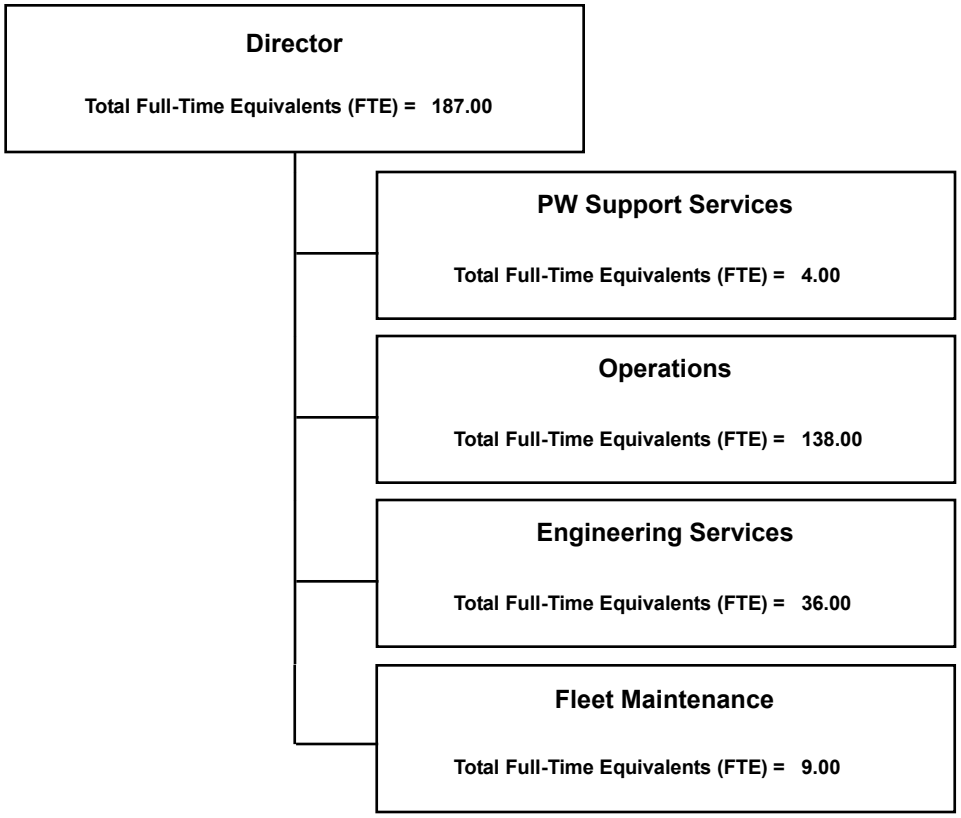
Leon County Fiscal Year 2020 Adopted Budget

Department of Public Works

Organizational Chart	11 - 2
Executive Summary	11 - 3
Public Works Business Plan	11 - 4
Public Works Summary	11 - 7
Support Services	11 - 8
Operations	11 - 10
Engineering Services	11 - 23
Fleet Maintenance	11 - 27

Leon County Fiscal Year 2020 Adopted Budget

Department of Public Works



Executive Summary

The Public Works section of the Leon County FY 2020 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 1,000,000 cubic yards of debris on both public and private roads following the aftermath of Hurricane Michael in October 2018. The Division ensured that proper documentation was maintained and provided for all FEMA reimbursable costs.

During FY 2019, Mosquito Control was awarded a $60,000 Centers for Disease Control and Prevention Hurricane Relief Crisis grant to purchase a backup generator for the Public Works Truck Shed Complex. The generator will provide power for the complex in the event the County experiences lengthy power outages after a storm. In FY 2020, Operations will begin implementation of the L.I.F.E. Rural Road Safety Stabilization Program, which will assist low-income property owners in restoring unsafe private dirt roads. The Program is funded by a portion of the 2% of total annual sales tax extension dedicated to support the L.I.F.E. Program. During the April 24, 2018 Budget Workshop, the Board approved an allocation of $175,000 for FY 2020 (and increasing to $200,000 annually thereafter) for a total of almost $1.0 million in L.I.F.E. funding over the five-year period to support the L.I.F.E. Rural Road Safety Stabilization Program.

Engineering Services is responsible for providing the public with professional services for the construction and maintenance of infrastructure to enhance our community's quality of life. The Division provides in-house design services for construction projects, performs design reviews, manages projects designed by consultants, inspects and performs quality control of new subdivision construction, and offers engineering support to other Leon County departments as needed. Additionally, Engineering provides water quality monitoring services at 73 sites throughout Leon County including all major water bodies. In FY 2019, 14.36 miles of County roads were resurfaced, and several major Capital Improvement Projects were completed including the Medical Examiner Office and Woodside Heights Septic to Sewer project. The Woodside Heights Septic to Sewer project eliminated 179 septic tanks in the Primary Springs Protection Zone. In July 2019, the Board adopted a Septic Systems Upgrade Program Policy that provides eligibility and implementation criteria to be used in the selection of areas in the Wakulla Springs Priority Focus Area to upgrade existing septic systems to advanced nitrogen-reducing systems in compliance with the Upper Wakulla River and Wakulla Springs Basin Management Action Plan. As approved in the multi-year fiscal plan, funding is allocated over the next two fiscal years (FY 2020 & FY 2021) to address flooding relief projects, including Raymond Tucker Road and the Maylor Road Accessibility Enhancement and Flood Mitigation project.

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 48 fleet vehicles and equipment with alternative fuel replacements.

Leon County Fiscal Year 2020 Adopted Budget

Department of Public Works Business Plan

Mission Statement

The mission of the Leon County Department of Public Works is to provide safe, efficient, and sustainable roadways and transportation amenities, stormwater facilities, and vehicle fleet throughout Leon County that enhance its livability, environment and economic vitality.

Strategic Priorities

Environment

- EN1 – Protect the quality and supply of our water.
- EN2 – Conserve and protect environmentally sensitive lands and our natural ecosystems.
- EN3 – Promote orderly growth and sustainable practices.

Quality of Life

- Q3 – Provide essential public safety infrastructure and services.
- Q5 – Support strong neighborhoods.
- Q6 – Promote livability, health and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people.

Strategic Initiatives

October 1, 2017– September 30, 2021

1.	Implement the adopted Basin Management Action Plan (BMAP) for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (EN1, EN2)	Complete - Ongoing
2.	Implement the Apalachee Landfill closure process in an environmentally sensitive manner which complements the master planning for the site. (EN3)	Complete
3.	Support the protection of Lake Talquin. (EN1)	Complete-Ongoing
4.	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
5.	Reduce nitrogen impacts in the PSPZ (primary springs protection zone) by identifying cost effective and financially feasible ways including: A.) Develop a septic tank replacement program. (EN1, EN2) B.) Evaluate requiring advanced wastewater treatment for new construction. (EN1, EN2)	Ongoing
6.	Increase safety in the unincorporated area through the development of a new street lighting program and evaluation of the need for additional signage. (Q3)	Complete-Ongoing
7.	Continue to work with the state as a host community in evaluating pilot technologies for new advanced wastewater treatment septic tanks. (EN1, EN2, EN3)	Complete
8.	Continue to work with the state to seek matching grants to convert septic to sewer systems. (EN1, EN2, EN3)	Complete
9.	Continue to work with the Florida Department of Transportation for safety improvements on State and County roadways to include accessibility enhancements, street lighting installations, sidewalk additions, safety audits, and intersection improvements. (Q5, Q6)	Complete-Ongoing
10.	To increase information available to the public regarding blue-green algae blooms, fishing advisories, invasive species, and general water quality, add education kiosks at Leon County boat landings. (EN1, EN2)	Ongoing
11.	Ensure County's water quality and stormwater regulations, programs and projects are evaluated and implemented holistically to advance the County's adopted strategic priority: to protect the quality and supply of our water. (EN1)	Ongoing
12.	Develop a formal policy to implement the private dirt road safety stabilization program to be funded through L.I.F.E. (2% of sales tax extension) (Q5, Q6)	Complete

Leon County Fiscal Year 2020 Adopted Budget

Department of Public Works

Actions		
	1. A). Complete the Belair/Annawood Springs Restoration Grant Project for Septic to Sewer Upgrade. B). Complete the Northeast Lake Munson Springs Restoration Grant Project for Septic to Sewer Upgrade. C). Coordinate with Florida Department of Environmental Protection on Woodville Septic to Sewer Project potentially funded through the Springs Restoration Grant Program. D). Complete the Woodside Heights Springs Restoration Grant for Septic to Sewer Upgrade. E). Provide education on proper operation and maintenance of septic tanks and impacts to groundwater if not properly maintained.	Engineering
	2. A). Identified cost savings projects that Staff can perform internally to eliminate expenses associated with Closure Construction. B). Worked with DEP to modify Closure Construction requirements associated with the Geosynthetic Liner between the Cells D and Class Three south. C). Awarded bid for Phase I of the Landfill Closure Capital Improvement Project. D). Hauled 222,200 cubic yards of soil from F.A. Ash Borrow Pit to the Landfill Site E). Awarded Phase II of the Landfill Closure Capital Improvement Project. F). Held a Public Meeting to advise citizens of the expectations during the closure construction	Operations: Right-of-Way
	3. A). Monitor FDEP development of a Total Maximum Daily Load for the Ochlockonee River and Lake Talquin to protect and restore the resource. B). Obtain additional water quality samples to determine what, if any, further actions are needed for the Leon County discharges directly into Lake Talquin.	Engineering
	4. The County and the City adoption of the revised Canopy Road management plan.	Operations: Right-of-Way
	5. A). Develop Septic Tank Replacement Program Policy for Board Approval, including a local grant program to upgrade replacement system to high nitrogen removing systems at no additional expense to property owner. B). Identify impacts of requiring nitrogen-reducing OSTDS or connection to the City of Tallahassee advanced wastewater treatment system for any new construction.	Engineering
	6. A). Board adopted Street Lighting Eligibility Criteria and Implementation Policy. Funding for street lighting contemplated in the Capital Improvement Plan budget. B). Status report on the installation of street lights on the proposed intersections.	Engineering
	7. A). Develop and implement the advanced septic tank technologies upgrade program for the Primary Spring Protection Zone Focus Area 1 of the Wakulla Springs BMAP. B). Installation of advanced wastewater treatment septic tanks as part of FDEP Pilot Project.	Engineering
	8. A). Received State Springs Restoration Grant funding for Woodville Sewer Design, Lake Munson and Belair/Annawood sewer system, and the Woodside Heights Wastewater Retrofit projects. B). Delineate areas of the Wakulla Springs BMAP Priority Focus Area 1 to request construction funds for central sanitary sewer from the Springs Restoration Grant Program. C). Annually update the Tentative Water Quality and Springs Restoration Implementation Plan.	Engineering
	9. A). Coordinated with Florida Department of Transportation to add street lights at intersections included in the Street Lighting Project List. B). Coordinated with Florida Department of Transportation to implement intersection improvements at, Lafayette Street, Old Bainbridge, Knots Lane, Smith Creek, and North Monroe from Harriet Drive to Clara Kee Boulevard. C). Coordinate with Florida Department of Transportation to implement intersection improvements at Oak Ridge Road Wakulla Springs Road. D). Continue to explore grant opportunities for Florida Department of Transportation's Safe Routes to School grant funding to complete the Safe routes to School sidewalk list.	Engineering
	10. Develop and publish content for informational kiosks.	Engineering
	11. Develop a draft report on the County's current water quality and stormwater initiatives for Board approval.	Engineering
	12. A). Develop the Rural Road Safety Stabilization Program Policy. B). Implement the Rural Road Safety Stabilization Program	Engineering Transportation

Department of Public Works

Bold Goals and Five-Year Targets

Bold Goal: *Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone (PSPZ). (BG2)*

	FY 2017 through FY 2021	Total
Septic Tanks Removed	802 In Progress[1]	802

Target: *Plant 15,000 trees including 1,000 in canopy roads. (T5).*

	FY 2017	FY 2018	FY 2019[2]	FY 2020	FY 2021	Total
Total Trees[3]	585	713	750	1,160	TBD	3,208
Canopy Road Area[4]	18	73	270	500	TBD	861

Target: *Ensure 100% of new County building construction, renovation and repair utilize sustainable design. (T6)*

	FY 2017 through FY 2021	Total
% Sustainable Design	See Note #5	100%

Target: *Construct 30 miles of sidewalks, greenways and trails. (T8)*

	FY 2017	FY 2018	FY 2019[2]	FY 2020	FY 2021	Total
Sidewalk Miles[6]	1.1	3.8	3.6	4	TBD	12.4

Target: *Construct 100 fire hydrants. (T10)*

	FY 2017	FY 2018	FY 2019[2]	FY 2020	FY 2021	Total
Fire Hydrants Constructed[7]	15	17	35	20	TBD	87

Notes:

1. By partnering with the State of Florida, the upgrade or elimination of 802 septic tanks in the primary springs protection zone is in-progress. To help achieve this goal, Leon County has aggressively pursued state grant funds to remove septic tanks in the primary springs protection zone. 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 517 septic tanks can be eliminated in the Woodside Heights, Northeast Lake Munson and Belair/Annawood neighborhoods. In addition, Leon County has worked closely with Florida Department of Environmental Protection and was awarded a stand-alone grant to implement an Advanced Septic System Pilot Program for the Wilkinson Woods Subdivision which will assist homeowners that are replacing failing or repairing septic tanks with passive technology higher performing nitrate-reducing systems. This program will remove or replace an additional 70 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. In the first phase of the Woodville sewer project, approximately 215 septic tanks can be removed.
2. The reporting for FY 2019 are estimates only. At the time this document was published, FY 2019 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2021 budget.
3. This only reflects the number of trees planted by Public Works, including the trees planted through the Adopt-A-Tree Program. Other Departments, such as Parks & Recreation, also plant trees. The aggregate number of trees planted is reflected in the Reporting Results section of the 2017-2021 Strategic Plan.
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. Recurring funding has been included in the Public Works budget since FY 2018 to develop an active canopy road tree planting program, estimated to plant 1,000 trees on canopy roads between FY 2018 and FY 2021.
5. 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.
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.
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 actuals and future estimates, staff anticipates sufficient hydrants being installed per year to meet the target.

Leon County Fiscal Year 2020 Adopted Budget

Department of Public Works

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	11,306,317	12,441,449	12,567,367	-	12,567,367	12,988,750
Operating	5,151,386	5,989,311	5,963,083	182,313	6,145,396	6,158,609
Transportation	821,643	684,990	664,976	-	664,976	664,976
Capital Outlay	3,048	9,880	-	-	-	-
Total Budgetary Costs	17,282,394	19,125,630	19,195,426	182,313	19,377,739	19,812,335

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
PW Support Services	614,484	635,167	605,428	-	605,428	620,051
Operations	10,446,907	11,801,462	11,897,276	7,000	11,904,276	12,182,698
Engineering Services	3,432,312	3,970,872	3,976,392	-	3,976,392	4,089,137
Fleet Management	2,788,692	2,718,129	2,716,330	175,313	2,891,643	2,920,449
Total Budget	17,282,394	19,125,630	19,195,426	182,313	19,377,739	19,812,335

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	629,184	847,506	851,209	-	851,209	864,217
106 Transportation Trust	11,000,713	12,153,283	12,222,108	7,000	12,229,108	12,550,171
123 Stormwater Utility	2,859,227	3,374,244	3,373,311	-	3,373,311	3,445,030
125 Grants	4,578	32,468	32,468	-	32,468	32,468
505 Motor Pool	2,788,692	2,718,129	2,716,330	175,313	2,891,643	2,920,449
Total Revenues	17,282,394	19,125,630	19,195,426	182,313	19,377,739	19,812,335

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Engineering Services	35.00	36.00	36.00	-	36.00	36.00
Fleet Management	9.00	9.00	9.00	-	9.00	9.00
Operations	138.00	138.00	138.00	-	138.00	138.00
PW Support Services	4.00	4.00	4.00	-	4.00	4.00
Total Full-Time Equivalents (FTE)	186.00	187.00	187.00	-	187.00	187.00

OPS Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operations	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Support Services (106-400-541)

Goal	The goal of the Department of Public Works Support Services is to effectively serve the residents of Leon County by planning, developing, and maintaining quality infrastructure. This is accomplished by delivering environmentally sensitive and cost-effective products and services in order to achieve a high quality of life that includes health and safety, human comfort, and convenience.
Core Objectives	1. Provide oversight, monitoring, policy development and coordination of the seven divisions and multiple budget programs within the Department. 2. Coordinate the department-wide submission of the Annual Budget and Capital Improvement Program and manage capital improvement projects. 3. Coordinate Board meeting agenda items and other related correspondence. 4. Coordinate department travel requests and expense reports. 5. 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 21st Century (MAP-21); Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU); Florida Constitution Article 12 (9)(c)(5); Florida Statute 206.47(7); Florida Statute 206.875; Florida Statute 206.60; Florida Statute 336.021; Florida Statute 336.025
Advisory Board	Capital Regional Transportation Planning Agency (CRTPA) Transportation Technical Advisory Committee; Transportation Planning Advisory Committee; Florida Department of Transportation; Blueprint Technical Coordinating Committee; Development Review Committee

Support Services (106-400-541)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	467,199	482,706	450,241	-	450,241	464,858
Operating	147,285	152,461	155,187	-	155,187	155,193
Total Budgetary Costs	614,484	635,167	605,428	-	605,428	620,051

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
106 Transportation Trust	614,484	635,167	605,428	-	605,428	620,051
Total Revenues	614,484	635,167	605,428	-	605,428	620,051

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Director of Public Works	1.00	1.00	1.00	-	1.00	1.00
Administrative Services Manager	1.00	1.00	1.00	-	1.00	1.00
Records Manager	1.00	1.00	1.00	-	1.00	1.00
Sr. Administrative Associate I	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	4.00	4.00	4.00	-	4.00	4.00

The major variances for the FY 2020 Support Services budget are as follows:

Increases to Program Funding:
1. Rental and leases increase of $2,726 related to increase in copier costs.

Decreases to Program Funding:
1. Personnel costs decrease related to the retirement of one long time employee offset by the costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Operations Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	7,136,830	7,908,088	8,074,150	-	8,074,150	8,346,325
Operating	2,506,088	3,223,619	3,175,016	7,000	3,182,016	3,188,263
Transportation	801,238	669,755	648,110	-	648,110	648,110
Capital Outlay	2,750	-	-	-	-	-
Total Budgetary Costs	10,446,907	11,801,462	11,897,276	7,000	11,904,276	12,182,698

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Mosquito Control (001-216-562)	629,184	847,506	851,209	-	851,209	864,217
Mosquito Control Grant (125-214-562)	4,578	32,468	32,468	-	32,468	32,468
Right-Of-Way Management (106-432-541)	2,525,205	2,965,534	2,972,786	-	2,972,786	3,060,503
Stormwater Maintenance (123-433-538)	2,859,227	3,374,244	3,373,311	-	3,373,311	3,445,030
Transportation Maintenance (106-431-541)	4,428,711	4,581,710	4,667,502	7,000	4,674,502	4,780,480
Total Budget	10,446,907	11,801,462	11,897,276	7,000	11,904,276	12,182,698

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	629,184	847,506	851,209	-	851,209	864,217
106 Transportation Trust	6,953,917	7,547,244	7,640,288	7,000	7,647,288	7,840,983
123 Stormwater Utility	2,859,227	3,374,244	3,373,311	-	3,373,311	3,445,030
125 Grants	4,578	32,468	32,468	-	32,468	32,468
Total Revenues	10,446,907	11,801,462	11,897,276	7,000	11,904,276	12,182,698

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Mosquito Control	6.20	6.20	6.20	-	6.20	6.20
Transportation Maintenance	54.00	54.00	54.00	-	54.00	54.00
Right-Of-Way Management	35.00	35.00	35.00	-	35.00	35.00
Stormwater Maintenance	42.80	42.80	42.80	-	42.80	42.80
Total Full-Time Equivalents (FTE)	138.00	138.00	138.00	-	138.00	138.00

OPS Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Mosquito Control	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Operations – Transportation Maintenance (106-431-541)

Goal	The goal of the Public Works, Division of Operations Transportation Program is to provide for the safety, comfort, and convenience of the public by creating, maintaining, and managing infrastructure and programs supporting transportation, roadside beautification, and stormwater maintenance. This is accomplished through cost effective, environmentally sensitive, and aesthetically pleasing products and services.
Core Objectives	1. Responsible for the creation, maintenance, management, and preservation of functional, safe, and effective transportation systems for the citizens of Leon County and its visitors. 2. Provide pothole patching and major asphalt repairs. 3. Provide dirt road grading, stabilization, and ditch maintenance. 4. Provide street sign installation and repair. 5. Provide supervision of contract services for various activities on over 660 miles of County roadways. 6. Provide repairs on private roads to citizens through Leon County's Private Road Preventative Maintenance and Repair Program. 7. Provide bridge and guardrail maintenance. 8. Provide pavement marking installations. 9. Provide Open Grade Mix resurfacing. 10. Provide Open Grade Mix pothole patching and major repairs. 11. Respond to service requests from citizens and internal customers. 12. Provide major and minor roadway shoulder repair. 13. Provide maintenance, repairs and inventory of sidewalks.
Statutory Responsibilities	Florida Statute, Chapter 125.01(1)(m) "Streets and Roads", Chapter 334.03(7), 336.01 "County Road System"; Leon County Code of Laws, Chapter 16 "Streets, Roads, and Public Ways" and Comprehensive Plan; Section II "Transportation", Section III "Utilities", Section IV "Conservation", Section V "Recreation", Section IX "Capital Improvements"
Advisory Board	None

Benchmarking

Priorities	Benchmark Data	Leon County FY 18 Actual Production MH/Unit	Benchmark (FDOT 4 Year Average Production)
Q2	Pavement Symbols (Plastic)	0.049 man hours/sq ft	0.067 man hours/sq ft
Q2	Plant Mix Patching (Manual)[1]	15.846 man hrs/ton	13.826 man hours/ton
Q2	Major Plant Mix Patching (Mechanical)[2]	4.631 man hrs/ton	1.769 man hours/ton
Q2	Signs (ground signs 30 sq. ft. or less)[3]	0.397 man hrs/sign	0.914 man hours/sign

Source: Florida Department of Transportation 2019

1. Leon County's man hours per unit ratio were slightly higher in FY 2018 than that of FDOT due to inclement weather and equipment problems.
2. Leon County's man hours per unit production exceeds FDOT due to additional travel time required to move crews and equipment to multiple small projects, as compared to FDOT's typical large projects.
3. Leon County's man hours per unit production is less than FDOT due to the close proximity, density and size of Leon County signs compared to those of FDOT.

Operations – Transportation Maintenance (106-431-541)

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Q2	Perform 600 tons/year of major asphalt repairs[1].	779	682	600	600
Q2	Perform 400 tons/year asphalt/pothole patching[2].	412	342	400	400
Q2	Install and repair 7,000 sign panels annually[3].	13,654	9,926	7,000	7,000
Q2	Wash and clean 9,000 sign panels annually[4].	7,206	11,259	9,000	9,000
Q2	Install and refurbish 90,000 sq. ft. of pavement markings and symbols with plastic[5].	79,202	67,038	90,000	90,000
G1	Respond to 90% of work orders within three weeks[6].	96%	89%	90%	90%
Q2	Grade County maintained dirt roads on an 18 day cycle[7].	14 Days	14 Days	18 Days	18 Days
Q2	Perform resurfacing on five miles of Open-Grade Mix roads annually[8].	6.0	8.74	5.00	5.00
Q2	Repair 130 miles/year of shoulders[9].	95.35	47	130	130

Notes:

1. Major asphalt repairs increased in FY18 from 600 to 682 due to excessive root damage in Killearn Lakes.
2. The Division used 342 tons of asphalt for pothole patching, short of the FY 2018 estimate of 400. This is due primarily to equipment downtime for repairs and inclement weather.
3. The Division installed and repaired 9,926 sign panels in FY 2018, far exceeding the FY 2018 estimate of 7,000. This is due primarily to the number of outdated panels requiring replacement.
4. The Division washed and cleaned 11,259 sign panels in FY 2018, far exceeding the FY 2018 estimate of 9,000. The increase is due primarily to the increase in rainy weather, which increased mold growth on sign panels.
5. The Division installed and refurbished 67,038 square feet of pavement markings and symbols in FY 2018, short of the 90,000 square feet performance goal. The level of productivity was impacted by staff vacancies due to retirements.
6. The Division responded to 89% of work orders within three weeks, just slightly below the performance goal of 90%. Response time to work orders varies annually due to various factors such as weather and the number of service requests received.
7. In FY 2018, an additional eight miles of dirt road for Forest Road 301 was added to the grading cycle. As a result, the grading cycle has increased from 14 days to 18. The performance measure has been updated to reflect this change.
8. The Division resurfaced 8.74 miles of Open-Grade Mix roads in FY 2018. The higher productivity in FY 2018 from FY 2017 was attributed to roads not being resurfaced in FY 2017 due to weather, including storm events, which resulted in these projects being completed during the first part of FY 2018.
9. The Division repaired 47 miles of shoulders in FY 2018. The reduction in shoulder miles was due to the shoulder repair crew being diverted to construct the Chaires Community Park baseball field.

Operations - Transportation Maintenance (106-431-541)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	3,049,114	3,058,775	3,130,515	-	3,130,515	3,239,715
Operating	1,038,719	1,272,555	1,289,943	7,000	1,296,943	1,293,721
Transportation	340,878	250,380	247,044	-	247,044	247,044
Total Budgetary Costs	4,428,711	4,581,710	4,667,502	7,000	4,674,502	4,780,480

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
106 Transportation Trust	4,428,711	4,581,710	4,667,502	7,000	4,674,502	4,780,480
Total Revenues	4,428,711	4,581,710	4,667,502	7,000	4,674,502	4,780,480

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Director of Operations	1.00	1.00	1.00	-	1.00	1.00
Assistant Director of Operations	1.00	1.00	-	-	-	-
Transportation Superintendent	-	-	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	-	-	-	-
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	-	-	-	-
Traffic Sign Crew Chief	1.00	1.00	1.00	-	1.00	1.00
Sr. Crew Chief Maintenance & Construction	-	-	2.00	-	2.00	2.00
Sr. Crew Chief Traffic Services	-	-	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

Note: Position title changes from FY19 to FY20 reflect internal reorganization of the division.

The major variances for the FY 2020 Transportation Maintenance budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Other contractual services increases in the amount of $7,000 for security enhancements at the Public Works Complex to include the monitoring and maintenance of additional surveillance cameras.
3. Utility services in the amount of $3,333 associated with annual operating costs for 11 new street lights, eight on North Monroe Street and three on Bannerman Road at Thomasville Road.
4. Operating supplies increase in the amount of $5,213 associated with the replacement schedule of small equipment for the sign shop which are replaced every two years due to intensive use.
5. Fuel costs increase in the amount of $3,215 related to the estimated consumption of diesel and unleaded fuel.
6. Increase of $2,211 associated with higher vehicle insurance coverage costs.

Decreases to Program Funding:
1. Transportation costs in the amount of $3,336 associated with estimated lower vehicle repair costs.

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

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

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate
T5	**Strategic Target: Plant 15,000 trees between FY17 – FY21[1]**	361	363	600	950
T5	**Strategic Target: Plant 1,000 trees in Canopy Roads between FY17 – FY21[2]**	0	73	250	500

Notes:
1. This only reflects the number of trees planted by the Operations Division. The Engineering and Parks & Recreation Divisions also plants trees.
2. The County will continue to work with the Canopy Roads Committee to update the long term management plan for the Canopy Roads including an active tree planting program in support of planting 1,000 trees on canopy roads between FY 2018 and FY 2021. This only reflects the number of trees planted by the Operations Division. The Engineering Division also plants trees through planned construction projects on canopy roads.

Benchmarking

Priorities	Benchmark Data	Leon County FY18 Actual MH/Unit	Benchmark (FDOT 4 Year Average Production)
Q2	Roadside Litter Removal[1]	0.25 man hours/acre	1.23 man hours/acre
Q2	Right-of-Way Mowing[1]	0.44 man hours/acre	0.78 man hours/acre
Q2	Finish Cut Mowing[2]	5.03 man hours/acre	2.72 man hours/acre

Source: Florida Department of Transportation 2019
1. Man-hours per unit ratios are lower than FDOT due to County right-of-ways being narrower and in closer proximity.
2. FDOT man-hours per unit is lower than Leon County's due to FDOT landscape areas being larger and more expansive than Leon County, which results in less FDOT time lost due to mobilization and travel.

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

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Q1, EN2	Increase the number of Adopt-a-Road litter control groups by 2% over the prior year[1].	0%	7%	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	29.02	19	19
Q1, EN2	Perform clear zone maintenance on 25 shoulder miles[3].	17	43	25	25
Q1, EN2	Pick up litter on 2,000 miles of roads annually[4].	1,579	1,982	2,000	2,000
Q1, EN2	Maintain 208.26 acres of landscaped area 9 times per year (Goal: 1,875 acres)[5].	964	991	1,875	1,875
G2	Respond to 90% of work orders within three weeks[6].	98%	99%	90%	90%
Q1, EN2	Mow 519 miles, five times during the mowing season (Goal: 2,595 miles)[7].	2,834	2,941	2,595	2,595

Notes:

1. The Division increased the number of Adopt-A-Road litter groups by 7% in FY 2018, exceeding the 2% performance goal. The Adopt-A-Road Program is 100% driven by public interest; therefore, participation levels vary from year to year.
2. The Division inspected and removed high risk wood from 29.02 miles of Canopy roads in FY 2018. The high number of large trees in the dead and critical condition classes from the 2017 Tree Inventory, as well as the damaged trees due to Hurricanes Hermine and Irma led, to an increase in the number of miles requiring maintenance.
3. The Division performed clear zone maintenance on 43 miles in FY 2018, a 152.9% increase compared to FY 2017. The higher level of productivity is due primarily to a change in the equipment used to complete this task. The performance measure has been conservatively increased as a result of this increased productivity.
4. The Division picked up litter on a total 1,982 miles in FY 2018, an increase of 26% over FY 2017. The increase is due primarily to adjustments that were made to the routes for pickup in order to increase efficiencies.
5. The Division maintained a total of 991 acres of landscaped area in FY 2018, short of the performance goal of 1,875. This is due primarily to the length of time to fill vacancies due to a tight labor market.
6. The Division responded to 99% of work orders within three weeks. Response time to work orders varies annually due to various factors such as weather and the number of service requests received.
7. The Division exceeded the FY 2018 estimate, mowing a total of 2,941 miles in FY 2018.

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

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,696,779	1,937,539	1,999,554	-	1,999,554	2,072,156
Operating	621,369	874,155	821,990	-	821,990	837,105
Transportation	207,057	153,840	151,242	-	151,242	151,242
Total Budgetary Costs	2,525,205	2,965,534	2,972,786	-	2,972,786	3,060,503

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
106 Transportation Trust	2,525,205	2,965,534	2,972,786	-	2,972,786	3,060,503
Total Revenues	2,525,205	2,965,534	2,972,786	-	2,972,786	3,060,503

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
R-O-W Management Superintendent	1.00	1.00	1.00	-	1.00	1.00
In-Mate Supervisor	2.00	2.00	2.00	-	2.00	2.00
Sr. Crew Chief R-O-W Management	-	-	2.00	-	2.00	2.00
R-O-W Management Supervisor	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

Note: Position title changes from FY19 to FY20 reflect internal reorganization of the division.

The major variances for the FY 2020 Right of Way Management budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Vehicle coverage costs in the amount of $4,481 associated with higher vehicle insurance coverage costs.
3. Fuel costs increase in the amount of $2,670 related to the estimated consumption of diesel and unleaded fuel.

Decreases to Program Funding:
1. Other contractual services decrease in costs associated with paying the City of Tallahassee for the maintenance of Capital Circle NW and SE.
2. Transportation costs in the amount of $2,598 associated with estimated lower vehicle repair costs.

Operations – Stormwater Maintenance (123-433-538)

Goal	The goal of the Public Works, Division of Operations Stormwater Maintenance Program is to provide for the safety, comfort and convenience of the public by creating, maintaining and managing infrastructure and programs supporting transportation, roadside beautification, and stormwater maintenance.
Core Objectives	1. Maintain and retrofit open and enclosed County owned drainage systems providing for water quality and rate control. 2. Protect citizens against personal injury and private property loss, as well as Leon County from financial loss associated with stormwater runoff. 3. Provide silt removal from open ditches and enclosed stormwater pipe maintenance (mechanically and by hand labor). 4. Sod, hydromulch, seed and hay shoulders, front slopes, back slopes and ditches to prevent erosion. 5. Respond to service requests from citizens and internal customers. 6. Construct and repair concrete structures (i.e. concrete ditch block, concrete ditch pavement, inlets, curbs, and head walls). 7. Conduct routine maintenance such as mowing, tree trimming, and fence repair on stormwater ponds and conveyances. 8. Remove silt from ponds and replace stormwater pond filter systems to ensure proper treatment of stormwater. 9. Repair and stabilize stormwater ponds and conveyances to prevent erosion and future damage to the facility. 10. Conduct inspections of stormwater ponds and conveyance systems to ensure compliance with environmental permits. 11. Maintain vegetation in all County maintained stormwater facilities.
Statutory Responsibilities	Comprehensive Plan: Section II - Transportation; Section III - Utilities; Section IX - Capital Improvements; Federal Non-Point Discharge Elimination System (NPDES) regulations set forth in Section 40 CFR 122.26; State Water Policy: Florida Administrative Code Chapter 62; Rule 62-40.432(2)(c), FAC; Leon County Code of Ordinances, Chapter 10, Article VII, City of Tallahassee Land Development Code, Chapter 5, Section 5-57
Advisory Board	None

Benchmarking

Priorities	Benchmark Data	Leon County FY18 Actual Production MH/Unit	Benchmark (FDOT 4 Year Average Production)
Q2,EN1	Cleaning of Drainage Pipes (Mechanical)[1]	0.149 man hrs./linear ft.	0.120 man hrs./linear ft.
Q2,EN1	Cleaning and Reshaping Roadside Ditches[1]	0.105 man hrs./linear ft.	0.091 man hrs./linear ft.

Source: Florida Department of Transportation 2019

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.

Operations - Stormwater Maintenance (123-433-538)

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
G1	Complete 90% of work order requests, excluding major construction projects, within six weeks[1].	75%	73%	90%	90%
Q2,EN1	Clean and reshape 225,000 feet/year of roadside ditches annually[2].	97,187	124,073	225,000	225,000
Q2,EN1	Clean 9,500 feet of drainage pipes annually (Mechanical)[3].	8,640	9,113	9,500	9,500
Q2,EN1	Percent of ponds and associated conveyances mowed two times annually per County Operating Permit requirements[4].	97%	98%	90%	90%
Q2,EN1	Percent of County conveyance systems, not associated with County Operating Permits, mowed one time annually[5].	11%	25%	25%	25%

Notes:

1. In FY 2018, the Division completed 73% of work order requests within six weeks, short of the 90% performance goals. This is due in part to staff vacancies; however, response time to work orders varies annually due to various factors such as weather and the number of service requests received.
2. The Division cleaned and reshaped 124,073 feet of roadside ditches in FY 2018, an increase over FY17. As indicated in #1 above, weather, including Hurricane Irma clean up, in addition to staffing vacancies prevented the Division from meeting this performance goal.
3. The Division cleaned 9,113 feet of drainage pipes in FY 2018, 96% of the performance estimate.
4. The Division achieved 98% of its goal of mowing all permitted ponds and associated conveyances twice annually per County Operating Permit requirements, exceeding the 90% performance goal. The use of contract mowing attributed to the increase in productivity.
5. The Division met its goal of 25% of County non-permitted conveyance systems mowed in FY 2018.

Operations - Stormwater Maintenance (123-433-538)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,941,097	2,383,265	2,416,934	-	2,416,934	2,494,352
Operating	696,775	751,079	733,225	-	733,225	727,526
Transportation	221,355	239,900	223,152	-	223,152	223,152
Total Budgetary Costs	2,859,227	3,374,244	3,373,311	-	3,373,311	3,445,030

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
123 Stormwater Utility	2,859,227	3,374,244	3,373,311	-	3,373,311	3,445,030
Total Revenues	2,859,227	3,374,244	3,373,311	-	3,373,311	3,445,030

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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	-	-	-	-
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
Sr. Crew Chief Maintenance & Construction	-	-	2.00	-	2.00	2.00
Equipment Operator	12.00	9.00	10.00	-	10.00	10.00
Crew Chief I	1.00	1.00	1.00	-	1.00	1.00
Heavy Equipment Operator	1.00	4.00	3.00	-	3.00	3.00
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

Note: Position title changes from FY19 to FY20 reflect internal reorganization of the division.

The major variances for the FY 2020 Stormwater Maintenance budget are as follows:

Increases to Program Funding:
1. Increase in personnel due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Other contractual services increase in the amount of $5,884 associated with an annual street sweeping contract.

Decreases to Program Funding:
1. Decrease in other current charges and obligations in the amount of $17,854 associated with the renewal cycle for general maintenance and stormwater operating permits which are done on a three-year cycle.
2. Transportation costs in the amount of $16,748 associated with estimated lower vehicle repair costs.

Operations – Mosquito Control (001-216-562/125-214-562)

Goal	The goal of the Public Works, Division of Operations Mosquito Control Program is to provide Leon County residents and visitors with effective and environmentally sound mosquito control services. Services and educational programs are provided to protect public health and reduce human discomfort associated with large mosquito populations.
Core Objectives	1. Conduct fog truck spraying services during the early evening hours to target active mosquitoes. 2. Provide 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 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Q2, G1	75% of mosquito larva requests responded to in three days[1].	82%	68%	75%	75%
Q2, G1	75% of adult mosquito spraying requests responded to in three days[2].	45%	77%	75%	75%
Q2, G1	75% of domestic mosquito requests responded to in three days[3].	55%	46%	75%	75%

Notes:
1. In FY 2018, the Division responded to 68% of mosquito larva requests in three days, short of the 75% performance goal. This is due primarily to the volume of requests.
2. In FY 2018, the Division responded to 77% of adult mosquito spraying requests within three days, exceeding the 75% performance goal. This is due to the Division being fully staffed with nighttime OPS personnel.
3. The Division did not meet this performance measure in FY 2018 due to the volume of requests and inclement weather.

Operations - Mosquito Control (001-216-562)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	449,840	528,509	527,147	-	527,147	540,102
Operating	147,397	293,362	297,390	-	297,390	297,443
Transportation	31,947	25,635	26,672	-	26,672	26,672
Total Budgetary Costs	629,184	847,506	851,209	-	851,209	864,217

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	629,184	847,506	851,209	-	851,209	864,217
Total Revenues	629,184	847,506	851,209	-	851,209	864,217

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Stormwater Superintendent	0.20	0.20	0.20	-	0.20	0.20
Mosquito Control Supervisor	1.00	1.00	1.00	-	1.00	1.00
Mosquito Control Technician	2.00	2.00	2.00	-	2.00	2.00
Crew Chief II	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	6.20	6.20	6.20	-	6.20	6.20

OPS Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2020 Mosquito Control budget are as follows:

Increases to Program Funding:
1. Fuel costs increase in the amount of $4,028 related to the estimated consumption of diesel and unleaded fuel.
2. Transportation costs in the amount of $1,037 associated with estimated higher vehicle repair costs.

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

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

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	1,828	32,468	32,468	-	32,468	32,468
Capital Outlay	2,750	-	-	-	-	-
Total Budgetary Costs	4,578	32,468	32,468	-	32,468	32,468

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
125 Grants	4,578	32,468	32,468	-	32,468	32,468
Total Revenues	4,578	32,468	32,468	-	32,468	32,468

The FY 2020 Mosquito Control Grant budget is recommended at the same funding level as the previous fiscal year.

Engineering Services (106-414-541)

Goal	The goal of the Department of Public Works Engineering Services is to provide the public with professional services for the construction and maintenance of cost-effective infrastructure to enhance our community's quality of life.
Core Objectives	1. In-house design using County staff and 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 Program administration and capital project implementation, participating in the annual review of tax deeds, representing Leon County Public Works with citizen committees (Science Advisory & Water Resources Committees), coordinating with state, federal, and local agencies regarding water resource priorities and public health concerns, and providing technical support for permitting and litigation actions. 3. Responds to requests from other departments/divisions for delineation of County property and easements, which also includes: preparing and/or reviewing legal descriptions, sketches, and maps for the acquisition or disposition of property; easements, or other real estate interest. In addition, the preparation and/or review of legal descriptions, sketches and maps for the County Attorney's Office and other departments; responding to the Board for information regarding land ownership issues; and, assists with the new County-owned property inventory list. 4. Responsible for the administration of the Stormwater Utility Program, the Water Quality Monitoring/Total Maximum Daily Load (TMDL) Program and implementation of the National Pollutant Discharge Elimination Systems (NPDES) standards for public drainage systems. Provide technical support for implementing the management strategies outlined in the Wakulla Springs BMAP. 5. Responsible for Infrastructure Operations including: review of drainage complaints with field staff; responding to citizens, administration, and commission staff; developing operational corrections or scope of required capital project to address complaints, and identification of problem areas. 6. Provides support to the Development Review Division of Development Support & Environmental Management, including; review of drainage and treatment designs for public subdivisions, recommendations of plan modifications to comply with maintenance requirements, ensurance of traffic safety and pedestrian accessibility, identification of drainage problem areas potentially affected by design, coordination with Stormwater Maintenance staff when standards cannot be achieved, and representing Leon County Public Works in review of regional development plans. 7. Responsible for Capital Project Development which includes: identifying planning needs to define project scope to correct flooding or water quality concerns, improve roadway levels of services, and enhance pedestrian safety. Prepares grant applications to support capital projects, and provides technical assistance to design staff regarding wetland and water resource protection/restoration, public outreach and coordination. 8. Provides significant public support in response to citizen requests for roadway and traffic issues including, but not limited to; speed studies, stop sign evaluations, striping, warning or advisory sign placement or safety markings and administering the traffic calming program. 9. Manages the Fire Hydrant Installation Program. 10. Provides pavement management evaluation and maintains relative priorities for pavement restoration methodology within the available budget. Significant interaction coordination is provided to assure that underlying infrastructure is repaired prior to resurfacing. 11. Develops and manages Capital Improvement Projects for County owned facilities and facilities utilized by the Constitutional Offices. 12. Provides professional assistance to Facilities Maintenance with in-house force or consultants.

Engineering Services (106-414-541)

Statutory Responsibilities	Florida Statutes, Chapter 316 "State Uniform Traffic Control", Chapter 336 "County Road System", Chapter 337 "Contracting, Acquisition and Disposal of Property", Chapter 472 "Land Surveying", Chapter 177 "Land Boundaries" ; Leon County Code of Laws, Chapter 10 "Land Development Code", Chapter 13 "Parks and Recreation", Chapter 16 "Streets, Roads, and Public Ways", Chapter 18 "Utilities", Chapter 341 "Public Transit", Chapter 373 "Water Resources", Chapter 471 "Engineering"; Leon County Code of Laws, Chapter 14 "Drainage", Federal Statutes 1972 "Federal Water Pollution Control Act (NPDES: 40 CFR, parts 9, 122, 123,124)", Florida Constitution Article 12(9)(c)(5), Florida Statute 206.47(7), Florida Statute 206.875, Florida Statute 206.60, Florida Statute 336.021, Florida Statute 336.025, Policy 2.2.6 of the Conservation Element of the Comprehensive Plan, Federal Statute 33 U.S.C. Section 1342(p) and Florida Statute Section 403.0885
Advisory Board	Blueprint Technical Coordinating Committee, Parks & Recreation Advisory Team, Community Traffic Safety Team, Bicycle/Pedestrian Advisory Committee, Capital Region Transportation Planning Agency Technical Coordinating Committee, Capital Region Transportation Planning Agency, Transportation Alternatives subcommittee

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate
BG2	Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone between FY17-FY21[1].	802 In Progress			
T5	Plant 15,000 trees between FY17-FY21[2].	224	350	150	210
T5	Plant 1,000 trees in Canopy Roads between FY17-FY 21.[2]	18	0	20	0
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	3.8	3.6	4
T10	Construct 100 fire hydrants between FY17-FY21[5].	15	17	25	20

Notes:

1. By partnering with the State of Florida, the upgrade or elimination of 802 septic tanks in the primary springs protection zone is in-progress. To help achieve this goal, Leon County has aggressively pursued state grant funds to remove septic tanks in the primary springs protection zone. 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 517 septic tanks can be eliminated in the Woodside Heights, Northeast Lake Munson and Belair/Annawood neighborhoods. In addition, Leon County has worked closely with Florida Department of Environmental Protection and was awarded a stand-alone grant to implement an Advanced Septic System Pilot Program for the Wilkinson Woods Subdivision which will assist homeowners that are replacing failing or repairing septic tanks with passive technology higher performing nitrate-reducing systems. This program will remove or replace an additional 70 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. In the first phase of the Woodville sewer project, approximately 215 septic tanks can be removed.
2. This only reflects the number of trees planted by the Engineering Division through planned construction projects. The Operations division and other Departments also plant trees every year.
3. 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.
4. 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.
5. Fire hydrant construction is subject to available funding. Budgeted outyears tentatively allocate $150,000 annually for the construction of new fire hydrants. Of this, $50,000 is dedicated for a matching program which allows a HOA or citizen and the County to evenly share in the cost of hydrant installations. Based on actuals and future estimates, staff anticipates enough hydrants being installed per year to meet the target.

Engineering Services (106-414-541)

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
G1	Manage staff so that not less than 35% of staff time is spent on Capital Improvement Project activities.	33%	32%	35%	35%
EN2, Q2	Review, permit, and inspect for completion of all projects assigned to ensure compliance with County standards.	100%	100%	100%	100%
G1	Maintain subdivision plat review time by Engineering Services to an average of 6 days or less after receipt of complete submittals.	5	5	5	5
G1	Maintain number of Leon County water bodies sampled annually.	42	41	41	41

Notes:

1. As a result of the of the County adding an engineering position in FY 2017 to manage citizen requests, which were previously handled by multiple engineers and pulled resources away from capital projects, the department consistently exceeded the prior performance goal of 30% of staff time being spent on Capital Improvement Project activities. The goal has been revised to 35%.
2. The department met 100% of its goal to review, permit, and inspect for completion of all projects assigned to ensure compliance with County standards.
3. The department met the performance goal with an average of five days review time for subdivision plats.
4. The department sampled 41 of 42 Leon County water bodies in FY 2018. The department sought permission from the private property owners to sample Lake McBride, however permission was not granted.

Engineering Services (106-414-541)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	3,154,652	3,433,765	3,450,200	-	3,450,200	3,562,866
Operating	264,781	515,142	512,813	-	512,813	512,892
Transportation	12,879	12,085	13,379	-	13,379	13,379
Capital Outlay	-	9,880	-	-	-	-
Total Budgetary Costs	3,432,312	3,970,872	3,976,392	-	3,976,392	4,089,137

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
106 Transportation Trust	3,432,312	3,970,872	3,976,392	-	3,976,392	4,089,137
Total Revenues	3,432,312	3,970,872	3,976,392	-	3,976,392	4,089,137

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Director of Engineering Services	1.00	1.00	1.00	-	1.00	1.00
Water Resource Scientist	1.00	1.00	1.00	-	1.00	1.00
Construction Manager II	1.00	1.00	1.00	-	1.00	1.00
Chief of Engineering Coordination	1.00	1.00	1.00	-	1.00	1.00
Chief of Building Engineering	1.00	1.00	1.00	-	1.00	1.00
Chief of Engineering Design	1.00	1.00	1.00	-	1.00	1.00
Stormwater Management Coordinator	1.00	1.00	1.00	-	1.00	1.00
Customer Support Engineer	3.00	3.00	1.00	-	1.00	1.00
Senior Design Engineer	1.00	1.00	3.00	-	3.00	3.00
Chief of Construction Management	1.00	1.00	1.00	-	1.00	1.00
County Surveyor	1.00	1.00	1.00	-	1.00	1.00
CAD Technician	3.00	3.00	3.00	-	3.00	3.00
Design Analyst	2.00	2.00	2.00	-	2.00	2.00
Survey Technician II	1.00	1.00	1.00	-	1.00	1.00
Senior Construction Inspector	2.00	2.00	2.00	-	2.00	2.00
Facilities Planner	1.00	1.00	1.00	-	1.00	1.00
Engineer Intern	1.00	1.00	1.00	-	1.00	1.00
Senior Engineering Design Specialist	1.00	1.00	1.00	-	1.00	1.00
Water Resource Specialist	1.00	1.00	1.00	-	1.00	1.00
Water Quality Engineer	-	1.00	1.00	-	1.00	1.00
Survey Technician I	1.00	1.00	1.00	-	1.00	1.00
Water Resource Limnologist	1.00	1.00	1.00	-	1.00	1.00
Project Engineer	1.00	1.00	1.00	-	1.00	1.00
Survey Party Chief	1.00	1.00	1.00	-	1.00	1.00
Construction Inspector	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate VI	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V Construction	1.00	1.00	1.00	-	1.00	1.00
Inspection Aide	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	35.00	36.00	36.00	-	36.00	36.00

The major variances for the FY 2020 Engineering Services budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Transportation costs in the amount of $1,294 associated with estimated higher vehicle repair costs.

Decreases to Program Funding:
1. Decrease in machinery and equipment associated with the one-time capital outlay incurred with new equipment budgeted for a new Water Quality Engineer position added in FY 2019.

Fleet Maintenance (505-425-591)

Goal	The goal of the Department of Public Works Fleet Maintenance is to provide the best quality maintenance and repair at the most economical cost to taxpayers of Leon County.
Core Objectives	1. Repair and maintain more than 728 vehicles and equipment for the Board and the Health Department. Additionally, repair and maintenance is provided on 30 vehicles owned by the Constitutional Officers excluding the Sheriff's Department. 2. Perform preventative maintenance services on light, heavy, and miscellaneous equipment. 3. Procure parts and supplies needed for repairs. 4. Provide road and field service repairs on stationary equipment and disabled vehicles. 5. Repair and maintain computerized Mosquito Control fogging units. 6. Coordinate tire repairs for field service vehicles and normal replacement due to wear and/or damage. 7. Procure, store and distribute more than 550,000 gallons of fuel and more than 4,500 gallons of motor oil annually for Board, Constitutional Offices, and Florida Department of Law Enforcement vehicles. 8. Provide total in house management of fuel reporting system. 9. Coordinate collision repairs as well as vandalism, theft and wrecker service. 10. Develop, implement, and maintain six annual vehicle/equipment Capital Improvement Programs according to County Green Fleet Policy. 11. Implement and maintain total cost concept buying on heavy equipment. 12. Coordinate, maintain, and repair Emergency Medical Services fleet including all ambulances.
Statutory Responsibilities	Code of Federal Regulations (CFR) Chapter 40, Part 279 "Used Oil and Filters" F.S. Chapter 316.2935 "Air Pollution Control Equipment; Tampering Prohibited; Penalty" F.S. Chapter 316.2937 "Motor Vehicle Emission Standards" F.S. Chapter 403.717 "Environmental Control – Waste Tire and Lead-Acid Battery Requirements" F.S. Chapter 403.751 and 403.760 "Environmental Control – Resource Recovery and Management" Florida Department of State Rules 62-710 "Used Oil Management" and 62-711 "Waste Tire Rule"`
Advisory Board	None

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G1	Hourly Shop Rate	$80.00	$120.00[1]
G1	Mechanic productivity (based on 2,080 hours annually)	75%	66% to 72%[2]

Benchmark Sources:
1. Based on March 2019 survey of Local Vendor Hourly Labor Cost: Tallahassee Lincoln Ford $110; Beard Equipment $110; Ring Power $113; Dale Earnhardt Chevrolet $130; Dale Earnhardt GMC $130, and Rev/Hallmark $110
2. The Mechanic Productivity rate is based on data from Beard Equipment and Ring Power, 2019.

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
G1	Number of chargeable hours.	5,283	5,350	6,700	7,000
G1	Number of preventative maintenance services performed.	988	1,028	1,000	1,100
EN4	Number of alternative fuel vehicles purchased.[1]	4	1	2	2
EN4	Number of average miles per gallon for hybrid vehicles.	28.81	21.11	29.1	27

1. The Division purchased one alternative fuel vehicle in FY 2018, short of the performance goal of two vehicles. Extended delivery timeframes did not allow the second vehicle to be purchased in FY 2018.

Fleet Maintenance (505-425-591)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	547,636	616,890	592,776	-	592,776	614,701
Operating	2,233,231	2,098,089	2,120,067	175,313	2,295,380	2,302,261
Transportation	7,527	3,150	3,487	-	3,487	3,487
Capital Outlay	298	-	-	-	-	-
Total Budgetary Costs	2,788,692	2,718,129	2,716,330	175,313	2,891,643	2,920,449

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
505 Motor Pool	2,788,692	2,718,129	2,716,330	175,313	2,891,643	2,920,449
Total Revenues	2,788,692	2,718,129	2,716,330	175,313	2,891,643	2,920,449

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Director of Fleet Management	1.00	1.00	1.00	-	1.00	1.00
Shop Supervisor	1.00	1.00	1.00	-	1.00	1.00
Equipment Mechanic	2.00	2.00	1.00	-	1.00	1.00
Sr. Equipment Mechanic	3.00	3.00	4.00	-	4.00	4.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate III	-	-	1.00	-	1.00	1.00
Fleet Analyst	1.00	1.00	-	-	-	-
Total Full-Time Equivalents (FTE)	9.00	9.00	9.00	-	9.00	9.00

The major variances for the FY 2020 Fleet Management budget are as follows:

Increases to Program Funding:
1. Operating supplies increase of $125,909 associated with the increase fuel consumption estimate for off road diesel usage over the FY19 estimate.
2. Contractual Services increase of $49,404 associated with installation of GPS monitoring in County vehicles.

Decreases to Program Funding:
1. Personnel services costs decrease related to the retirement of one long time employee and the transfer of an Administrative Associate III position from another division, resulting in the elimination of the vacant Fleet Analyst position. Decreases are offset by the costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

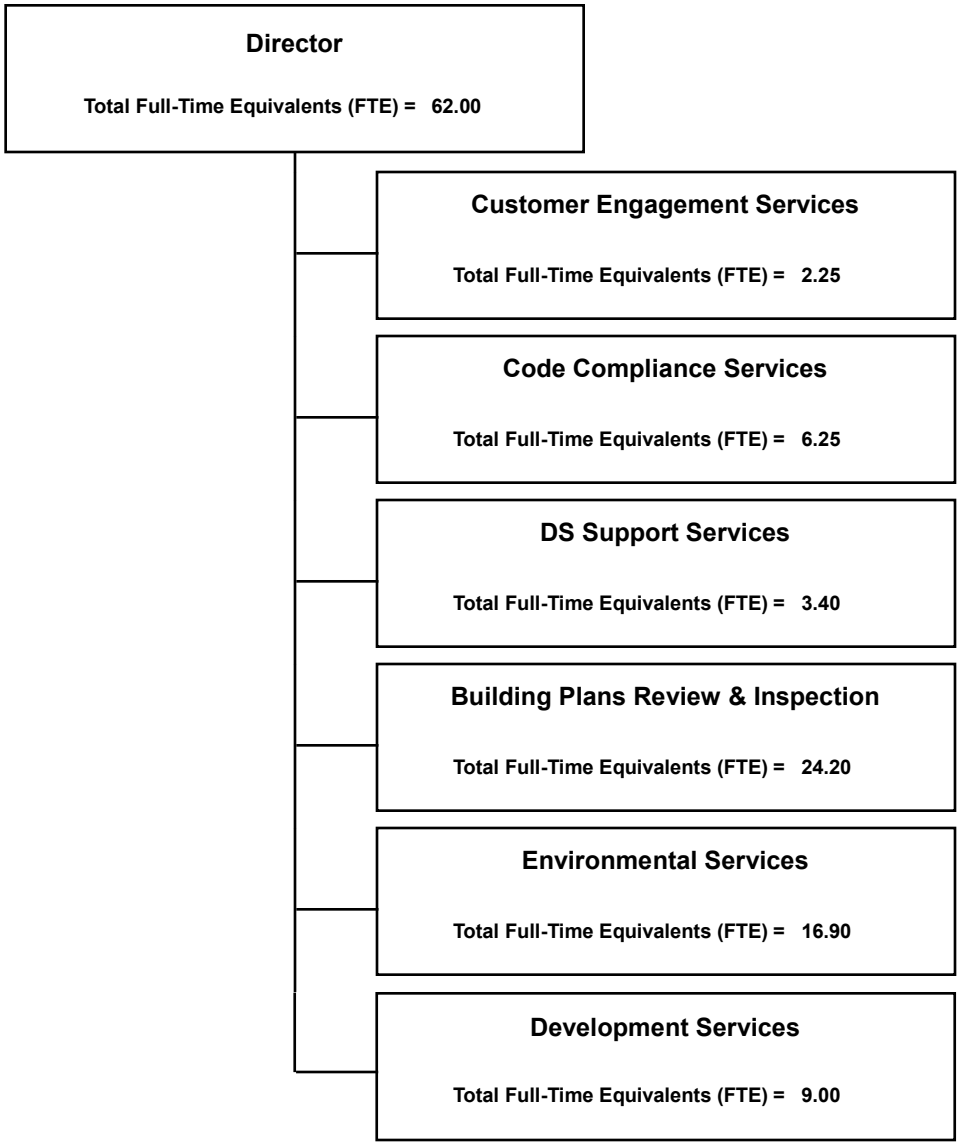
Leon County Fiscal Year 2020 Adopted Budget

Department of Development Support & Environmental Management

Organizational Chart	12 - 2
Executive Summary	12 - 3
Business Plan	12 - 4
Department of Development Support & Environmental Management Summary	12 - 6
Customer Engagement Services	12 - 7
Code Compliance Services	12 - 9
Support Services	12 -12
Building Plans Review and Inspection	12 -14
Environmental Services	12 -18
DEP Storage Tank	12 - 22
Development Services	12 - 24

Leon County Fiscal Year 2020 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 2020 Annual Budget is comprised of Code Compliance Services, Customer Engagement Services, Support Services, Building Plans Review & Inspection, Environmental Services, Development Services, and Florida Department of Environmental Protection (FDEP) Storage Tank Program.

Code Compliance Services coordinates and administers contractor licensing, code compliance, address assignment and street naming, and citizen review board services. Customer Engagement Services facilitates process improvements to assist customers through the development review and approval process and reflects the updated service model set forth in the new customer value proposition for DSEM. Building Plans Review & Inspection ensures compliance using the Florida Building Code for building permit application review and inspections. Development Services ensures land development proposals are approved consistent with adopted standards and regulations. Environmental Services provides technical and scientific permitting and review services and disseminates environmental information to the public. The Department's Storage Tank program implements the FDEP Storage Tank Contract.

On January 24, 2017, the Board formally adopted the FY2017-FY2021 Strategic Plan. Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, DSEM's Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

Development Services:

The Development Services Division is coordinating with the Office of Sustainability to amend the Land Development Code to provide specific standards for solar energy systems and to provide an expedited permitting process in an effort to promote alternative and renewable energy sources. The Division has been working with the Tallahassee/Leon County Planning Department to identify land use categories and zoning districts that would be more appropriate for existing and proposed mining activities in the unincorporated area. Development Services has been coordinating with City Growth Management on amendments to the Southwood Development of Regional Impact. The Division continues to provide exceptional customer service while processing 185 Permitted Use Verifications and Residential Compliance Certificates, 73 exempt development applications, 64 site and development plans, 985 zoning compliance determinations for residential developments, 49 concurrency certificates and 3 amendments to the Land Development Code.

Customer Engagement Services:

Customer Engagement Services continues improvements to the permit intake process, including the implementation of an updated (and streamlined) building permit application. During the past year, the Division processed 5,314 building permit and 104 environmental permit applications, assisted nearly 9,000 walk-in customers, and staffed 5 meetings of the Advisory Committee for Quality Growth.

Environmental Services:

The Environmental Services Division continued a seamless transition of driveway permitting functions transferred from Public Works and has transitioned public subdivision inspection responsibilities to Public Works. The Division is coordinating with the Science Advisory Committee to develop recommendations for improving water quality of Lake Munson and protection of the community's natural features. The Division has reviewed and approved 71 Natural Features Inventories, 136 site plans, 36 stormwater management facility (SWMF) operating permits, 1254 single-family environmental permits, 248 SWMF operating permit renewals, 197 driveway applications, 199 permitted use verifications for environmental requirements and 104 environmental management permits. In addition, the Division also assisted 1,850 walk-in and telephone clients and performed more than 6,399 environmental inspections.

Building Plans Review and Inspection:

Building Plans Review and Inspection continues to use the Project Dox electronic plan review submittal program for all building permit applications, including single family homes, additions/alterations, swimming pools and commercial buildings. The Building Plans Review and Inspection Division worked with MIS to improve Accela workflows for the County's permitting and review processes. The Division has reviewed the applications and construction plans for 5,314 building permits that were issued during the past fiscal year. To ensure building safety within unincorporated Leon County, the Division performed 24,915 building, electrical, plumbing and mechanical inspections.

Code Compliance Services:

Code Compliance Services implemented the Board-approved Compliance Certification Letter Fee, which provides for recovery of costs associated with research and processing of open code violations, lien research requests, and the issuance of Compliance Certification Letters. Over the past year, the Division provided exceptional customer service by investigating 3,457 code compliance inquiries, responding to 35,585 telephone inquiries, assigned 1927 addresses, approving 31 street names and verified 5,086 contractors' licenses. Code Compliance Services provides staff to the County's Code Enforcement Board, Nuisance Abatement Board, Contractor's Licensing and Examination Board and the Joint Leon County and City of Tallahassee Addressing Steering Committee.

Leon County Fiscal Year 2020 Adopted Budget

Development Support & Environmental Management Business Plan

Mission Statement

The mission of the Leon County Department of Development Support & Environmental Management is to support the development of a sustainable community and its built environment, while protecting and preserving our natural resources to maintain the quality of life for all citizens, while building positive relationships through exceptional customer service.

Strategic Priorities

Environment

- EN1 – Protect the quality and supply of our water.
- EN2 – Conserve and protect environmentally sensitive lands and our natural ecosystems.
- EN3 – Promote orderly growth and sustainable practices.
- EN4 – Reduce our carbon footprint.

Quality of Life

- Q1 – Maintain and enhance our parks and recreational offerings and green spaces.
- Q5 – Support strong neighborhoods.
- Q6 – Promote livability, health, and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people.

Governance

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

Strategic Initiatives

October 1, 2017– December 31, 2021

1. Continue the deployment of an updated permitting system that is modernized to use mobile and online technologies. (G2)	Complete - Ongoing
2. Pursue NACo's Sol Smart designation, in conjunction with the Office of Sustainability. (EN3, EN4)	In Progress
3. Ensure County's water quality and stormwater regulations, programs and projects are evaluated and implemented holistically to advance the County's adopted strategic priority: to protect the quality and supply of our water.	In Progress

Actions

1. Finalize GIS interface including process improvements, report creation, and add permitting for wireless communication on utility poles cased on new ordinance.	Building Plans Review and Inspection /OIT
2. Draft solar ordinance (Sol Smart designation)	Development Services/Office of Sustainability
3. Report being developed on the County's current water quality and stormwater initiatives to be presented as an agenda item to the Board for approval.	Environmental Services/ Public Works

Leon County Fiscal Year 2020 Adopted Budget

Development Support & Environmental Management

Five Year Targets and Bold Goals

Target: *Reduce by at least 30% the average staff time it takes to approve a single-family building permit. (T13)*

	FY 2017	FY 2018	FY 2019[1]	FY 2020	FY 2021
% Staff Approval Time[2]	9%	18%	27%	27%	TBD

Notes:

1. The reporting for FY 2019 are estimates only. At the time this document was published, the fiscal year for 2019 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2020 Budget.
2. The staff review time to approve single-family building permits was on track through the end of FY 2018, resulting in the projection that the review time would stay on course for FY 2019. However, when Hurricane Michael struck in FY19, it resulted in a tremendous increase in all types of building permits. This also coincided with significant turnover of Building Plans Review staff, creating a back log of building permit approvals. To offset these impacts, the Board has approved the appropriation of funds to hire a consulting firm to assist with single-family building plans review, which has been implemented. Staff is still on track to meet the reduction goal by FY 2021.

Leon County Fiscal Year 2020 Adopted Budget

Department of Development Support & Environmental Management

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	4,785,151	5,149,197	5,257,930	21,100	5,279,030	5,457,403
Operating	225,733	356,683	459,820	-	459,820	460,047
Transportation	17,642	24,460	26,930	-	26,930	26,930
Total Budgetary Costs	5,028,527	5,530,340	5,744,680	21,100	5,765,780	5,944,380

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Customer Engagement Services	141,822	204,700	212,075	-	212,075	219,596
DS Support Services	247,962	354,454	371,175	5,404	376,579	387,869
Code Compliance Services	415,844	501,602	533,632	-	533,632	548,579
Building Plans Review & Inspection	1,902,799	1,889,750	1,963,730	5,404	1,969,134	2,029,258
Environmental Services	1,633,847	1,739,569	1,807,833	-	1,807,833	1,864,081
Development Services	686,254	840,265	856,235	10,292	866,527	894,997
Total Budget	5,028,527	5,530,340	5,744,680	21,100	5,765,780	5,944,380

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
120 Building Inspection	1,902,799	1,889,750	1,963,730	5,404	1,969,134	2,029,258
121 Development Support & Environmental Managment Fund	2,967,305	3,470,103	3,599,710	15,696	3,615,406	3,728,709
125 Grants	158,423	170,487	181,240	-	181,240	186,413
Total Revenues	5,028,527	5,530,340	5,744,680	21,100	5,765,780	5,944,380

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Building Plans Review & Inspection	24.75	24.20	24.20	-	24.20	24.20
Code Compliance Services	5.00	6.25	6.25	-	6.25	6.25
Customer Engagement Services	3.75	2.25	2.25	-	2.25	2.25
Development Services	9.00	9.00	9.00	-	9.00	9.00
DS Support Services	2.50	3.40	3.40	-	3.40	3.40
Environmental Services	17.00	16.90	16.90	-	16.90	16.90
Total Full-Time Equivalents (FTE)	62.00	62.00	62.00	-	62.00	62.00

OPS Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2020 Adopted Budget

Department of Development Support & Environmental Management

Customer Engagement Services (121-424-537)

Goal	The Customer Engagement Services Division provides permit intake services for the Department of Development Support and Environmental Management. The Division serves as the initial point of contact for incoming permits, receiving, processing, and trouble-shooting permits prior to distribution to the appropriate divisions.
Core Objectives	1. Provide an initial point of contact to customers for all matters regarding Development Support & Environmental Management, and Building Inspection. 2. Ensure building permit and environmental permit applications are quickly and accurately processed in accordance with the Leon County Land Development Code and the Florida Building Code. 3. Coordinate the issuance of building and environmental permits in a timely and efficient manner. 4. 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. 5. Collect all application review fee payments for the Department. 6. Provide staffing for the Advisory Committee on Quality Growth.
Statutory Responsibilities	Florida Statutes, Chapter 553, Building Construction Standards, Land Development Code Chapter 10, "Environmental Management Act"
Advisory Board	Advisory Committee on Quality Growth

Performance Measures

Priorities	Performance Measures	FY 2017 Actual[1]	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate[2]
G2	Number of walk-in customers	10,069	8,940[3]	9,000	8,500
G2	Number of permits issued and processed	5,381	5,314	6,500	5,150
G2	Total application review fees received (millions)	$3.01[4]	$2.17	$2.45	$2.40

Notes:

1. FY 2017 actual figures have been adjusted based on updated information.
2. FY 2020 estimate assumes no hurricane related fee permit impacts and is based on current year-to-date activity and a return to normal permitting levels subsequent to the post-recession increases.
3. Increased use of DSEM's online permitting system has likely led to a decrease in walk-in submittals.
4. Total fees for FY2017 are higher than average due to a number of permits being applied for in FY 2016, but not issued with fees paid until FY 2017.

Customer Engagement Services (121-426-537)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	137,242	203,120	210,415	-	210,415	217,936
Operating	4,580	1,580	1,660	-	1,660	1,660
Total Budgetary Costs	141,822	204,700	212,075	-	212,075	219,596

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
121 Development Support & Environmental Managment Fund	141,822	204,700	212,075	-	212,075	219,596
Total Revenues	141,822	204,700	212,075	-	212,075	219,596

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Chief Development Resources Officer	0.25	0.75	0.75	-	0.75	0.75
Addressing Customer Services Technician	1.00		-	-	-	-
Addressing Program Coordinator	1.00		-	-	-	-
Permit Processing Supervisor	0.25	0.25	0.25	-	0.25	0.25
Permit Technician	0.75	0.75	0.75	-	0.75	0.75
Administrative Associate V	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	3.75	2.25	2.25	-	2.25	2.25

The major variances for the FY 2020 Customer Engagement Services budget are as follows:

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

Code Compliance Services Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	366,117	410,377	442,783	-	442,783	457,683
Operating	49,083	88,610	88,037	-	88,037	88,084
Transportation	643	2,615	2,812	-	2,812	2,812
Total Budgetary Costs	415,844	501,602	533,632	-	533,632	548,579

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Code Compliance Services (121-423-537)	415,844	501,602	533,632	-	533,632	548,579
Total Budget	415,844	501,602	533,632	-	533,632	548,579

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
121 Development Support & Environmental Managment Fund	415,844	501,602	533,632	-	533,632	548,579
Total Revenues	415,844	501,602	533,632	-	533,632	548,579

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Code Compliance Services	5.00	6.25	6.25	-	6.25	6.25
Total Full-Time Equivalents (FTE)	5.00	6.25	6.25	-	6.25	6.25

Code Compliance Services (121-423-537)

Goal	The goal of the Division of Code Compliance Services is to administer, centralize, coordinate and facilitate contractor licensing, code compliance, citizen review boards, and address assignment and street name approval services to residents, property owners and land development professionals served by the Department of Development Support and Environmental Management.
Core Objectives	1. Provide administrative support for the Code Enforcement Board; Contractor's Licensing and Examination Board; and Nuisance Abatement Board. 2. Coordinate Code processing through the Code Compliance Program. 3. Coordinate and promote Code compliance through educational efforts. 4. Provide an initial point of contact to customers for all matters regarding addressing and street naming. 5. Coordinate compliance activities for the Abandoned Property Registration Ordinance, Refueling Assistance for Persons with Disabilities Ordinance, Criminal History Records Check and Waiting Period for Purchase of Firearms (aka the "Gun Show Loophole"), and Signs on the Right-of-Way Ordinance. 6. Coordinate activities for the Compliance Certification Letter to research and process open code violations and lien research requests. 7. Coordinate the streamlined Nuisance Abatement Process as outlined in Chapter 14 consistent with applicable Florida Law.
Statutory Responsibilities	Leon County Code of Laws Chapter 5 "Minimum Housing Code;" Chapter 10 "Land Development Code;" Chapter 11 "Refueling Assistance for Persons with Disabilities;" Chapter 12 Criminal History Records Check and Waiting Period for Purchase of Firearms (aka the "Gun Show Loophole"); Chapter 14 "Property Safety and Maintenance Code;" Chapter 6 and Florida Statutes, Chapter 162 "Code Enforcement Board"
Advisory Board	County's Contractor Licensing and Examination Board; Code Enforcement Board; Nuisance Abatement Board; Leon County/City of Tallahassee Addressing Steering Committee

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark*
Q6	Code compliance cases brought into compliance as a % of open cases (687 cases)	64%	55.6%
Q6	Code compliance cases brought into compliance as a % of all cases (1,068 total)	81%	73.1%

*International City/County Management Association Comparable Performance Measurement

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Q6	Percentage of Code Enforcement Board orders prepared and executed within 10 working days	96/100%	103/100%	95/100%	95/100%
G2	Number of telephone calls processed[1]	26,989	35,585	29,000	30,000
G2	Number of all new construction address assignments and verifications completed within the permitting and review process as established by County code	2,777	2,963	2,500	2,500

Notes:

1. The amount of telephone calls processed in FY2017 and FY2018 is reflective of an improved economy, which has caused an increased level of development activity and permitting. The marginal decrease in estimated telephone calls processed is reflective of anticipated increased use of Project Dox electronic submittals and permits issued via the County's automated processes.

Code Compliance Services - Code Compliance Services (121-423-537)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	366,117	410,377	442,783	-	442,783	457,683
Operating	49,083	88,610	88,037	-	88,037	88,084
Transportation	643	2,615	2,812	-	2,812	2,812
Total Budgetary Costs	415,844	501,602	533,632	-	533,632	548,579

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
121 Development Support & Environmental Managment Fund	415,844	501,602	533,632	-	533,632	548,579
Total Revenues	415,844	501,602	533,632	-	533,632	548,579

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Code Compliance Supervisor	0.75	1.00	1.00	-	1.00	1.00
Director of Permit & Code Services	0.75	1.00	1.00	-	1.00	1.00
Senior Compliance Specialist	2.25	2.00	2.00	-	2.00	2.00
Addressing Customer Service Technician	-	0.50	0.50	-	0.50	0.50
Compliance Board Coordinator	0.25	0.25	0.25	-	0.25	0.25
Addressing Program Coordinator	-	0.50	0.50	-	0.50	0.50
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)	5.00	6.25	6.25	-	6.25	6.25

The major variances for the FY 2020 Code Compliance Services budget are as follows:

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

Decreases to Program Funding:
1. Operating costs reflect reduction in communications costs and repairs and maintenance costs associated with the alarm system.

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	1. Provide department-wide direction, coordination, and support to divisions and programs. 2. Provide administrative coordination and support for agenda, budget, personnel, training, property, and other such reports. 3. Act as liaison between the public and Department staff regarding scheduling, meetings, correspondence, public records requests, etc. 4. Provide the initial point of contact for the public and other governmental entities in their requests for information and reservation of the Renaissance Center's 2nd floor meeting room. 5. Provide the initial point of contact for the public, Department staff, and other governmental staff in their request for building, code compliance, development review, or environmental records. 6. Provide staffing for DSEM related Board-appointed citizen's committees, including recording the proceedings, taking minutes, and maintaining files. 7. Act as liaison between the public and the Clerk of Courts Office regarding electronic recording of DSEM site plan review and permitting-related documents.
Statutory Responsibilities	Chapter 119, Florida Statutes (Florida Public Records Law); Leon County Code of Laws Chapter 10 (Land Development Code); Countywide Minimum Environmental Standards Regulations (Environmental Management Act); Florida Building Code; and other BCC-adopted plans and implementing policy and procedures manuals.
Advisory Board	Board of Adjustment and Appeals; Development Review Committee; Advisory Committee for Quality Growth; Tallahassee-Leon County Planning Commission; Science Advisory Committee.

DS Support Services (121-424-537)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	233,525	328,479	345,120	5,404	350,524	361,814
Operating	14,437	25,975	26,055	-	26,055	26,055
Total Budgetary Costs	247,962	354,454	371,175	5,404	376,579	387,869

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
121 Development Support & Environmental Managment Fund	247,962	354,454	371,175	5,404	376,579	387,869
Total Revenues	247,962	354,454	371,175	5,404	376,579	387,869

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Director Development Support Environmental Mgmt.	0.75	0.90	0.90	-	0.90	0.90
Records Manager	0.25	0.50	0.50	-	0.50	0.50
Operations Analyst	-	-	0.50	-	0.50	0.50
Administrative Associate V	1.25	1.50	1.00	-	1.00	1.00
Customer Experience Liaison	0.25	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	2.50	3.40	3.40	-	3.40	3.40

The major variances for the FY 2020 DS Support Services budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additionally, the Administrative Associate V and the Customer Experience Liaison (PG 84) were re-classed to an Operations Analyst and a Customer Experience Liaison (PG 82). These re-classes allow for the establishment of the Operations Analyst position due to the necessity to maintain managerial oversight and the level of service anticipated by customers.

Building Plans Review & Inspection Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,817,448	1,779,307	1,751,144	5,404	1,756,548	1,816,610
Operating	73,924	97,103	198,311	-	198,311	198,373
Transportation	11,428	13,340	14,275	-	14,275	14,275
Total Budgetary Costs	1,902,799	1,889,750	1,963,730	5,404	1,969,134	2,029,258

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Building Plans Review and Inspection (120-220-524)	1,902,799	1,889,750	1,963,730	5,404	1,969,134	2,029,258
Total Budget	1,902,799	1,889,750	1,963,730	5,404	1,969,134	2,029,258

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
120 Building Inspection	1,902,799	1,889,750	1,963,730	5,404	1,969,134	2,029,258
Total Revenues	1,902,799	1,889,750	1,963,730	5,404	1,969,134	2,029,258

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Building Plans Review and Inspection	24.75	24.20	24.20	-	24.20	24.20
Total Full-Time Equivalents (FTE)	24.75	24.20	24.20	-	24.20	24.20

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	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 staffing to the Leon County Code Enforcement, Contractors' Licensing, and Examination Board, and the Board of Adjustment and Appeals. 7. Division Director participates on the COOP Planning Team and serves as Facilities Manager.
Statutory Responsibilities	101 Life Safety Code - F.S., Chapter 633.025; Florida Mechanical Code - Leon County Code of Laws, Section 5-(151 - 153); Florida Plumbing Code; & F.S., Chapter 553.01 - 553.14; National Electrical Code; & F.S., Chapter 553.15 - 553.23; Florida Gas Code; Florida Building Code: & F.S., Chapter 553.73; Florida Energy Code - F.S., Chapter 553.900 - 553.975; Florida Americans With Disabilities Act - F.S., Chapter 553.45 - 553.495; Zoning Code - (LCCOL), Section 10-(836 - 837); Contractor Licensing; Swimming Pool Code; Florida/County Mobile Homes Installation - (LCCOL), Section 5-(166 - 175); F.S., Administrative Rule, Chapter 15C-1.10; Floodplain Management; Sign Code - (LCCOL), Section 10-(1801 - 1830); Florida Fire Code; F.S., Chapter 633.025; Section 10-362; Florida Construction Lien Laws - F.S., Chapter 713.135; Funding of the Building Code Administrators and Inspectors Board, F.S. Chapter 468.631; Funding of the Florida Building Commission, F.S. Chapter 553.721; Mandatory Building Inspector Certification - F.S., Chapter 468.601-468.633, Carbon Monoxide Detection by Occupancy- F.S., Chapter 509.211
Advisory Board	Leon County Contractor Licensing and Examination Board; Code Enforcement Board; Board of Adjustment and Appeals

Benchmarking

Priorities	Permit Review & Time Frames[1]	Single Family			Commercial		
		Total Days	Applicant	Staff	Total Days	Applicant	Staff
G2	2017 Actual	28	17	11	41	24	17
G2	2018 Actual	26	16	10	43	23	20
G2	2019 Estimate	26[2]	16	10	43[2]	23	20
G2	2020 Estimate	26	16	10	42	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.
2. The FY 2019 time frame estimate reflects review times supplemented with the assistance of consulting review firms due to an increase in building permits as a result of several significant storm events and vacancies in Plans Reviewer positions.

Building Plans Review & Inspection (120-220-524)

Strategic Plan Bold Goals and Five-Year Targets					
Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate
T13	**Reduce by at least 30% the average staff time it takes to approve a single family building permit.** [1]	**9%**	**18%**	**27%**	**27%**

Notes:
1. The staff review time to approve single-family building permits was on track through the end of FY 2018, resulting in the projection that the review time would stay on course for FY 2019. However, when Hurricane Michael struck in FY19, it resulted in a tremendous increase in all types of building permits. This also coincided with significant turnover of Building Plans Review staff, creating a back log of building permit approvals. To offset these impacts, the Board has approved the appropriation of funds to hire a consulting firm to assist with single-family building plans review, which has been implemented. Staff is still on track to meet the reduction goal by FY 2021.

Performance Measures					
Priorities	Performance Measures	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimates[1]	FY 2020 Estimates
G2	Number of building inspections performed	24,747	24,612	28,000[2]	25,500
G2	Percentage of inspections completed on time	100%	100%	100%	100%
G2	Percentage of permit requests completed within 30 days	100%	100%	100%	100%
G2	Building inspections per day per inspector	12	12	14	13
G2	Plan reviews per plans examiner per day	10	7	9[3]	7

Notes:
1. FY 2019 estimates based on actuals through first three months of fiscal year 2018. The increase in this figure compared to the FY18 actual is the result of estimating the actuals through the first five months of FY19.
2. The increase in the FY19 estimate is based on permits submitted as a result of the storms from the past year; therefore, the estimates for FY20 will be back within the normal range.
3. Plan review per plans examiner is based on working days.

Building Plans Review & Inspection - Building Plans Review and Inspection (120-220-524)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,817,448	1,779,307	1,751,144	5,404	1,756,548	1,816,610
Operating	73,924	97,103	198,311	-	198,311	198,373
Transportation	11,428	13,340	14,275	-	14,275	14,275
Total Budgetary Costs	1,902,799	1,889,750	1,963,730	5,404	1,969,134	2,029,258

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
120 Building Inspection	1,902,799	1,889,750	1,963,730	5,404	1,969,134	2,029,258
Total Revenues	1,902,799	1,889,750	1,963,730	5,404	1,969,134	2,029,258

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Director Development Support Environmental Mgmt.	0.25	0.10	0.10	-	0.10	0.10
Director 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 Resources Officer	0.75	0.25	0.25	-	0.25	0.25
Code Compliance Supervisor	0.25		-	-	-	-
Sr. Environmental Engineer	-	0.10	0.10	-	0.10	0.10
Plans Examiner	3.00	3.00	3.00	-	3.00	3.00
Director of Permit & Code Services	0.25		-	-	-	-
Records Manager	0.75	0.50	0.50	-	0.50	0.50
Senior Compliance Specialist	0.75	1.00	1.00	-	1.00	1.00
Addressing Customer Service Technician	-	0.50	0.50	-	0.50	0.50
Sr. Combination Inspector	1.00	1.00	1.00	-	1.00	1.00
Combination Inspector	6.00	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 Coordinator	-	0.50	0.50	-	0.50	0.50
Records Technician	1.00	1.00	1.00	-	1.00	1.00
Permit Processing Supervisor	0.75	0.75	0.75	-	0.75	0.75
Operations Analyst	-	-	0.50	-	0.50	0.50
Permit Technician	2.25	2.25	2.25	-	2.25	2.25
Administrative Associate V	1.25	2.00	1.50	-	1.50	1.50
Administrative Associate III	1.50	0.50	0.50	-	0.50	0.50
Administrative Associate IV	0.50	0.50	0.50	-	0.50	0.50
Customer Experience Liaison	0.75	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	24.75	24.20	24.20	-	24.20	24.20

The major variances for the FY 2020 Building Plans Review and Inspection budget are as follows:

In order to remain competitive in the job market for qualified 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. Increase of $1,208 associated with higher vehicle insurance coverage costs.
2. Transportation costs in the amount of $935 associated with estimated higher vehicle repair costs.
3. During FY 2019, the Board approved $100,000 for professional services to fund private building plans examiner service fees to ensure permitting time frames are met without having to hire additional personnel during peak permitting times.

Decreases to Program Funding:

1. Decrease in personnel services due to costs associated with the retirement of one long term employee offset by the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additionally, the Administrative Associate V and the Customer Experience Liaison (PG 84) were re-classed to an Operations Manager and a Customer Experience Liaison (PG 82). These re-classes allow for the establishment of the Operations Manager position due to the necessity to maintain managerial oversight and the level of service anticipated by customers.

Environmental Services Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,576,580	1,658,011	1,722,423	-	1,722,423	1,778,582
Operating	52,173	73,543	76,161	-	76,161	76,250
Transportation	5,093	8,015	9,249	-	9,249	9,249
Total Budgetary Costs	1,633,847	1,739,569	1,807,833	-	1,807,833	1,864,081

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
DEP Storage Tank (125-866-524)	158,423	170,487	181,240	-	181,240	186,413
Environmental Services (121-420-537)	1,475,424	1,569,082	1,626,593	-	1,626,593	1,677,668
Total Budget	1,633,847	1,739,569	1,807,833	-	1,807,833	1,864,081

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
121 Development Support & Environmental Mgmt.	1,475,424	1,569,082	1,626,593	-	1,626,593	1,677,668
125 Grants	158,423	170,487	181,240	-	181,240	186,413
Total Revenues	1,633,847	1,739,569	1,807,833	-	1,807,833	1,864,081

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Environmental Services	15.00	14.90	14.90	-	14.90	14.90
DEP Storage Tank	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	17.00	16.90	16.90	-	16.90	16.90

Environmental Services (121-420-537)

Goal	The goal of the Division of Environmental Services is to provide high quality technical and scientific permitting and review services to the public and to disseminate environmental information to the public and government agencies in support of environmental protection efforts.
Core Objectives	1. Review development proposals, including permit applications, site and development plans and pre-application requests for compliance with the Environmental Management Act and sound environmental management practices. 2. Conduct environmental analysis for rezoning, subdivisions, site plans, and other proposed activities to ensure identification and mitigation of environmentally sensitive areas (ESA) and other regulatory constraints. 3. Provide technical support and recommendations on environmental policy, land use, permitting, and related management decisions to the Planning Commission, Board of Adjustment and Appeals, the Board of County Commissioners, and other County, City and State agencies. 4. Inspect permitted new construction and development activity for code compliance and consistency with permitted plans. 5. Implement the stormwater facility maintenance and operating permit program. 6. Provide walk-in client assistance through the environmental service advisor rotation in the research, interpretation, information gathering, or generally directing the client to the appropriate resource or agency. 7. Implement single family permit reviews, including flood letter review, 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 Statues 403.0891; Environmental Management - Leon County Code of Laws; Chapter 10 "Environmental Management Act"; Leon County Code of Laws; Chapter 14 "Junk and Litter"; Leon County Code of Laws; Chapter 6 and Florida Statutes, Chapter 162 "Code Enforcement Board"; Leon County Driveway and Street Connection Guidelines and Procedures Manual
Advisory Board	Tallahassee-Leon County Planning Commission; Board of Adjustment and Appeals; Code Enforcement Board; Science Advisory Committee; Water Resources Committee; Canopy Road Citizen's Committee

Benchmarking

Priorities	Permit Review Time Frames[1]	Natural Feature Inventory			Environmental Permits		
		Total Days	Applicant	Staff	Total Days	Applicant	Staff
G2	FY 2017 Actual	32	18	14	29	21	8
G2	FY 2018 Actual	31	18	13	30	22	8
G2	FY 2019 Estimate	32	18	14	30	21	8
G2	FY2020 Estimate	32	18	14	30	21	8

Notes:
1. Review times are based on calendar days and include both staff and applicant/consultant holding periods.

Environmental Services (121-420-537)

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
EN2	Number of Natural Features Inventory application reviews	50	71	54[1]	54
EN2	Number of site plan reviews (environmental impacts)	122	136	90[1]	90
EN1	Number of stormwater operating permits reviews	28	36	20[1]	20
G2	Number of environmental service advisor clients	1,470	1,850	1,200[2]	1,200
EN2	Number of single family lot Environmental Permit Application reviews	784	1,254	1,200[1]	1,200
EN2	Number of driveway application reviews[3]	N/A	194	210	210
EN1	Number of stormwater operating permit renewals completed within the 3-year renewal cycle[3]	228	248	254[4]	254
EN1	Number of environmental compliance inspections completed on an annual basis consistent with established guidelines	7,875	6,399	6,200[5]	6,200
EN2	Number of Environmental Management Act permits issued within the time frame designated by Ordinance	91	104	90[1]	90
EN2	Number of Permitted Use Verifications & Residential Compliance Cert. reviews	N/A	199	200	200
EN1	Number of Science Advisory Committee meetings administered	9	9	9	9

Notes:
1. FY 2019 estimates are based on actual totals through March of FY 2019 and current market conditions.
2. The decrease is anticipated as activity returns to pre-hurricane levels and as a result of increased web based Geographical Information System (GIS) usage.
3. This measure was new in FY 2018, as the transfer of Driveway Permitting functions from Public Works to Development Support & Environmental Management occurred in FY 2018.
4. Operating permit renewals are a function of the three-year renewal cycle and are uneven from year to year.
5. The estimate decreased due to the transfer of inspections for public subdivisions to Public Works.

Environmental Services - Environmental Services (121-420-537)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,422,807	1,497,624	1,555,080	-	1,555,080	1,606,108
Operating	48,130	64,418	63,447	-	63,447	63,494
Transportation	4,487	7,040	8,066	-	8,066	8,066
Total Budgetary Costs	1,475,424	1,569,082	1,626,593	-	1,626,593	1,677,668

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
121 Development Support & Environmental Managment Fund	1,475,424	1,569,082	1,626,593	-	1,626,593	1,677,668
Total Revenues	1,475,424	1,569,082	1,626,593	-	1,626,593	1,677,668

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Director of Environmental Services	1.00	1.00	1.00	-	1.00	1.00
Sr. Environmental Engineer	3.00	2.90	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 Sr. Design Analyst	1.00	1.00	1.00	-	1.00	1.00
Sr. 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
Sr. Environmental Review Biologist	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	15.00	14.90	14.90	-	14.90	14.90

The major variances for the FY 2020 Environmental Services budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Transportation costs in the amount of $1,026 associated with estimated higher vehicle repair costs.

DEP Storage Tank (125-866-524)

Goal	The goal of the Department of Environmental Protection Storage Tank Program is to effectively and efficiently implement the Florida Department of Environmental Protection's Storage Tank Contract in a customer sensitive manner.
Core Objectives	1. Perform compliance inspections of registered petroleum storage tank facilities annually in Leon County, and every other year in Gadsden, Wakulla and Jefferson Counties. 2. Perform installation inspections of new petroleum equipment at new and existing facilities. 3. Perform site inspections for tank removals and abandonments. 4. Investigate and report on petroleum discharges, leaks, non-registered tanks and other code violations, and initiate enforcement actions as appropriate. 5. Provide assistance to citizens and consultants concerning petroleum storage tanks. 6. Orientate new DEP/Office of General Counsel Storage Tank employees on tank inspections, closures, and installations in Leon, Gadsden, Wakulla and Jefferson Counties.
Statutory Responsibilities	Florida Statutes, Chapter 376.3071 "Petroleum Storage Tank Section"; Florida Administrative Code, Chapters 62-761 & 62-762; Aquifer Recharge Element of Comp Plan, Policy: 1.1.5
Advisory Board	N/A

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimates	FY 2020 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 outside Leon County[1]	50%	50%	50%	50%

Notes:
1. The regional program includes Gadsden, Wakulla and Jefferson counties. The program began in FY 2012 with contractual obligations requiring these facilities be inspected once every two years.

Environmental Services - DEP Storage Tank (125-866-524)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	153,773	160,387	167,343	-	167,343	172,474
Operating	4,043	9,125	12,714	-	12,714	12,756
Transportation	606	975	1,183	-	1,183	1,183
Total Budgetary Costs	158,423	170,487	181,240	-	181,240	186,413

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
125 Grants	158,423	170,487	181,240	-	181,240	186,413
Total Revenues	158,423	170,487	181,240	-	181,240	186,413

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Environmental Compliance Specialist	1.00	1.00	1.00	-	1.00	1.00
Sr. 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 2020 DEP Storage Tank budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increase of $3,589 associated with higher vehicle insurance coverage costs.
3. Transportation costs in the amount of $208 associated with estimated higher vehicle repair costs.

Development Services (121-422-537)

Goal	To guide and support the development of sustainable communities through the implementation of the adopted policies of the Comprehensive Plan and development standards of the Land Development Code, in order to ensure and promote the quality of life for all citizens of Leon County Florida.
Core Objectives	1. Provide comprehensive and timely analysis of new development and redevelopment activities requiring site and development plan review. 2. Complete the review of exempt subdivisions and other exempt processes within established minimum time-frames. 3. Issue zoning letters, Permitted Use Verifications and Residential Compliance Certificates in a timely manner providing guidance and notification to property owners and the development community for proposed development activities. 4. Review all new construction permits to ensure compliance with the applicable zoning and development standards. 5. Provide assistance to the Board of Adjustment and Appeals in review of requests for variances to development standards or appeals of determinations made by DSEM. 6. Enhance customer service delivery by streamlining procedural requirements and revising or updating the applicable provisions of the Leon County Land Development Code.
Statutory Responsibilities	Florida Statutes, Chapters 163 and 380; Florida Administrative Codes 73C-40, 73C-41 and 28-24, the Tallahassee-Leon County Comprehensive Plan; Leon County Code of Laws, Chapter 10 (Land Development Code); Bradfordville Sector Plan; and other BCC-approved plans and implementing policy and procedures manuals
Advisory Board	Board of Adjustment and Appeals; Development Review Committee; Advisory Committee on Quality Growth; Code Enforcement Board; Parking Standards Committee; 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		
	Fiscal Year↓	Total Days[1]	Applicant[1]	Staff[1]
G2	2017 Actual	165	130	35
G2	2018 Actual	107	81	26
G2	2019 Estimate[2]	104	78	26
G2	2020 Estimate	101	75	26

Notes:
1. Review times are based on calendar days. "Applicant" refers to number of days that the applicant was responsible for making corrections to the plan; "Staff" refers to number of days that staff spent reviewing the plan.
2. FY 2019 and FY 2020 estimates are expected to be lower as the result of implementing procedural refinements to presubmittal and application review meetings.

Development Services (121-422-537)

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Q6, EN1-4, G2	Number of site and development plan reviews (Limited Partition, ASAP, Type A-D)	36	64	65	63
Q6, EN1-4, G2	Number of subdivisions & exempt determinations completed by staff within the applicable time frames as established by Code[1]	70	73	80	74
Q6, EN1-4, G2	Number of Permitted Use Verifications (PUV), Residential Compliance Certificates (RCC) and zoning letters issued within 15 days[2]	169	185	172	165
EN1-4, Q6	Number of zoning compliance determinations issued for residential development[3]	992	985	2,100	1,600
EN1-2, Q6, G2	Number of Board and Adjustment and Appeals Requests	3	2	3	3
Q6, G2	Number of Concurrency Management Certificates issued, small and large projects[4]	25	49	46	42
EC2, EN1-4, G2, Q6	Number of Development Agreements & DRI applications reviewed with recommendations provided to the Board[5]	2	1	5	1
EN1-4, Q6, G2	Number of Land Development Code amendments by section recommended to the Board for approval[6]	20	3	25	20

Notes:

1. Staff is projecting an increase in exempt applications for the estimate for FY 2019 and FY 2020 due to the improving economy.
2. The number of PUVs/RCCs is projected to remain consistent with previous years.
3. The increase in the number of zoning compliance determinations is a result of the significant increase in permitting due to Hurricane Michael and is anticipated to continue into FY20 as reflected in the estimate.
4. The increase in FY18 is the result of a corresponding increase in site and development plan applications indicative of the improving economy.
5. The projected increase in DRI applications for FY 2019 is a direct result of several amendments to the Southwood DRI to effectuate new development proposals.
6. The projected increase in LDC amendments for FY 2019 is the result of a proposed scrivener's ordinance affecting multiple sections of the LDC at once along with other amendments recently requested by the Board to address specific issues.

Development Services (121-422-537)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	654,239	769,903	786,045	10,292	796,337	824,778
Operating	31,537	69,872	69,596	-	69,596	69,625
Transportation	478	490	594	-	594	594
Total Budgetary Costs	686,254	840,265	856,235	10,292	866,527	894,997

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
121 Development Support & Environmental Managment Fund	686,254	840,265	856,235	10,292	866,527	894,997
Total Revenues	686,254	840,265	856,235	10,292	866,527	894,997

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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	3.00	-	3.00	3.00
Senior Planner	2.00	2.00	2.00	-	2.00	2.00
Planner I	1.00	1.00	-	-	-	-
Concurrency Management Planner	1.00	1.00	1.00	-	1.00	1.00
Principal Planner	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	9.00	9.00	9.00	-	9.00	9.00

OPS Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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

Increase to Program Funding:

The major variances for the FY 2020 Development Services budget are as follows:

1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average. Additionally, the Planner I was re-classed to a Planner II for Development Services to continue to deliver effective and efficient services.
2. Transportation costs in the amount of $104 associated with estimated higher vehicle repair costs.

Decreases to Program Funding:

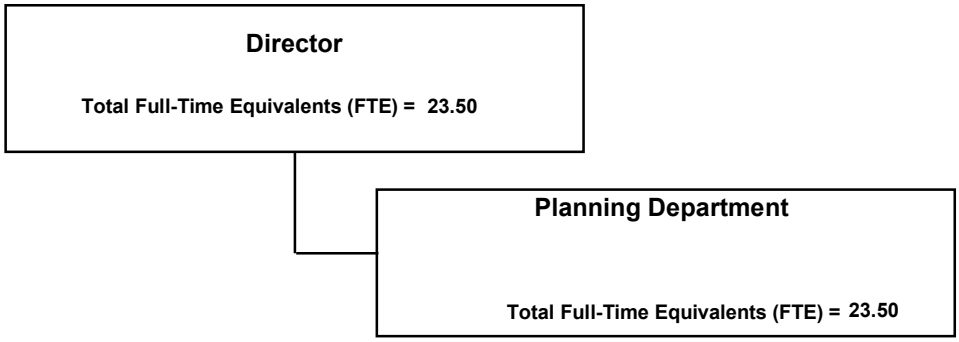
1. Operating costs reflect reduction in communications and printing and binding costs.

Leon County Fiscal Year 2020 Adopted Budget

Department of PLACE

Organizational Chart	13 - 2
Executive Summary	13 - 3
Business Plan	13 - 4
Planning Department	13 - 7

Department of PLACE



Executive Summary

The Department of Planning, Land Management and Community Enhancement (PLACE) section of the Leon County FY 2020 Annual Budget is comprised of the Planning Department, the Office of Economic Vitality, and Blueprint.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Department of PLACE Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

The Planning Department continues to provide technical and administrative support for the Comprehensive Plan amendment process particularly in the areas of long-range land use, environmental and transportation planning, land use administration,

The Planning Department is in the midst of a multi-year project to update the Land Use Element of the Comprehensive Plan, which is the County and City's blueprint for growth for the next 20 years. This plan is intended to guide economic, social, physical, environmental and fiscal development of the community. To ensure a unified vision, the Comprehensive Plan is a joint document adopted by both the City of Tallahassee and Leon County. Significant public input has yielded draft goals. This year, the implementing goals and policies are being written in coordination with significant public workshop input.

In FY 2019, the Canopy Roads Citizen Committee, administered by the Planning Department, updated the Canopy Roads Master Plan. This effort was managed by the joint City/County Urban Forester position added to the Department in 2017.

Also, the Planning Department is meeting monthly with the Miccosukee Working Group and the Frenchtown Working Group to implement their respective Placemaking Action Plans.

Since opening in 2016, over 468,000 pedestrians and cyclists have used the bridge over Monroe Street from Cascades Park built by Blueprint. Adding to that successful investment in bike and pedestrian infrastructure, the Planning Department developed the Bike Route System Plan that Blueprint will begin to fund starting in 2020.

Over the last three years, the Intergovernmental Agency Board has prioritized the Blueprint 2020 Infrastructure projects, approved an implementation plan that includes bonding to advance key community projects, and provided direction to expedite construction on a series of key projects. The approved implementation plan includes the administration of 18 infrastructure projects and a total capital investment of $274 million through FY 2024. Through the adopted FY 2019 operating budget, the IA Board addressed the organizational capacity to effectuate the approved implementation plan.

Throughout FY 2020, the Blueprint Infrastructure program will continue to transition from the 2000 program to the 2020 program. This entails closing out the 2000 program projects (primarily Capital Cascades Trail Segments 3 and 4 and Magnolia Drive Trail) and implementation of 2020 projects including the Northeast Gateway: Welaunee Boulevard, Airport Gateway, Bannerman Road, Orange Avenue/Meridian Road Placemaking, Market District Placemaking, Monroe-Adams Corridor Placemaking, Lake Lafayette and St. Marks Regional Linear Park, and two greenways projects.

The Office of Economic Vitality continues to research and track industry standards and best practices and listen to the needs of existing businesses to best position Tallahassee-Leon County as Florida's Capital for Business. Following the reorganization of the Office of Economic Vitality in fall 2018, the Business Intelligence section now anchors the business engagement efforts and provides greater connection to the businesses we serve. The establishment of the Magnetic Task Force together with the onboarding of a Business Development Manager facilitate growing our Applied Sciences and Technology as well as Manufacturing and Transportation/Logistics sector around our world-class magnetics technologies. The final foundation document for the Office of Economic Vitality, the Disparity Study, was completed in June of 2019. Funding for the Office of Economic Vitality/Minority, Women & Small Business Enterprise is located in the non-operating budget due to the direct payments to an organization not governed directly by the County.

Leon County Fiscal Year 2020 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 infrastructure and economic development.

Strategic Priorities

Environment

- EN3 – Promote orderly growth and sustainable practices.

Quality of Life

- Q1 – Maintain and enhance our parks and recreational offerings and green spaces.
- Q5 – Support strong neighborhoods.
- Q6 – Promote livability, health and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people.

Governance

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

Strategic Initiatives

October 1, 2017– September 30, 2021

1.	Utilizing a portion of the BP settlement funds, identify solutions for weatherization of the Capital City Amphitheater stage, inclusive of potential sound mitigation elements. (EC4)	Complete
2.	Implement the Economic Development Strategic Plan as adopted and may be revised by the Intergovernmental Agency. (EC2)	Complete/ Ongoing
3.	Complete the joint County/City disparity study and enhancements to Minority & Women Small Business Enterprise (MWSBE) program. (EC2)	In Progress
4.	Expand our economic competitiveness by coordinating with regional partners to host an Americas Competitive Exchange on Innovation and Entrepreneurship (ACE) conference. (EC4)	Complete
5.	Evaluate gaps in access to capital for MWSBE and entrepreneurs. (EC2)	In Progress
6.	Continue to partner with Shop Local 850 to promote Leon County's local businesses and entrepreneurs and develop new data sources to analyze the economic impacts of shopping local. (EC2, EC3)	In Progress
7.	Complete an evaluation of transportation fee alternatives to replace the existing concurrency management system of mobility fees. (EN3)	In Progress
8.	Explore ways to expand how local businesses can do business outside of community.	Ongoing
9.	Implement the Tallahassee-Leon County Greenways Master Plan.	Ongoing
10.	Complete a comprehensive review and revision to the Land Use Element of the Comprehensive Plan, including a review of inclusionary housing. (Q5)	In Progress
11.	Implement LeonWorks as a regional event to address work force and talent pipeline responsive to the needs of our region.	Ongoing
12.	Explore the creation of incentives to be managed by OEV in support of economic growth and development. (EC2)	Ongoing
13.	Explore ways to expand how local businesses can do business outside of community.	Ongoing
14.	As part of sense of place initiative for Miccosukee, evaluate the opportunity to combine activities from the existing community center into the Old Concord School. (Q1, Q5, Q6)	Ongoing
15.	Implement a minimum grid bicycle route network. (Q6, Q1)	In Progress
16.	Evaluate incorporating social infrastructure into the comprehensive plan land use element update. (G3, G5)	In Progress
17.	In partnership with the Canopy Roads Committee, update the long term management plan for the Canopy Roads including an active tree planting program.	Complete

Leon County Fiscal Year 2020 Adopted Budget

Department of PLACE

Actions

1.	A.) Work with partners and vendor to determine design options for the Amphitheater weatherization. B.) Construction of Amphitheater weatherization.	Blueprint
2.	A.) Presented an implementation plan for the Blueprint 2020 infrastructure and economic development program to the Blueprint Intergovernmental Agency Board of Directions B.) Presented a two year report on the economic development strategic plan to the Blueprint Intergovernmental Agency Board of Directions C.) Continue to update the Blueprint Intergovernmental Agency Board of Directions on the Office of Economic Vitality's activities and programs each quarter.	OEV
3.	A.) County/City/Blueprint Disparity Study Workgroup to review the draft recommendations of the disparity study B.) Completed MWSBE disparity study.	OEV
4.	A.) Submitted an application to host the 8th ACE. B.) Official announcement made that Florida will serve as the host for the next ACE Tour. C.) Staff participation in ACE Tours	OEV
5.	A.) Initiated a direct mail campaign to all the businesses in the area to inform them of this program. B.) The MWSBE Division will study this opportunity as a part of the disparity study and will finalize in 2019/2020 of the OEV Work Plan. C.) Develop policy changes in the Pilot Program. D.) Continue to market and promote this incentive program.	OEV
6.	Explore opportunities to refine the data currently available through EMSI labor force analytics software.	OEV
7.	A.) Completed Phase 1 stakeholder outreach and analysis and present to Commissions to direct consultant on the desired methodology. B.) Complete Phase 2, which entails developing methodology and adoption of any necessary ordinances.	Planning
8.	A.) Subsequent to the completion of the Targeted Industry Study the development of a marketing and communications plan is underway. The plan will outline an integrated marketing approach to build business interest in Tallahassee-Leon County as a great place to locate and/or grow a business. It includes marketing tactics, key messages, earned media/public relations, digital/social media, paid media – advertising, et.al., on a local, regional, national and international basis. B.) Partnership with International Trade Administration to assist Tallahassee-Leon County companies that want to sell their products and services abroad. Every other month, a federal expert on global trade will be in Tallahassee offering free help and resources to local businesses seeking to become export ready for the global economy.	OEV
9.	A.) At the February 2017 Intergovernmental Agency Board meeting, the IA Board approved funding the planning and design of five greenways projects included in the Greenways Master Plan: 1) Integrated Bike Route and Greenways Implementation Plan 2) Lake Jackson South Greenway 3) Thomasville Road Greenway 4) Capital Circle Southwest Greenway 5) University Greenway B.) Expansion of local greenways and trails network and key Capital City to Coast' connection made as 0.4 mile segment of Capital Cascades rail opened to the public in late August 2018. This project from Pinellas Street to Gamble Street expands the local greenways network through central Tallahassee and completes the connection to the St. Marks Regional Trail.	Blueprint

Leon County Fiscal Year 2020 Adopted Budget

Department of PLACE

Actions		
	9. C.) Design Services RFP for Capital Circle Southwest Greenways, including Broadmoor Spur Trail, Golden Aster Trail, and Debbie Lightsey Nature Park will be released. It is anticipated this project will be funded for construction through the Blueprint 2020 Greenways project, which will begin receiving funding via annual allocations in 2020. D.) Design Services for the combined Lake Jackson Greenway and Lake Jackson South Greenway. It is anticipated that this project will be funded for construction through the Blueprint 2020 Greenways project, and that this will be one of the first projects implemented through this annual capital program. E.) CRTPA is developing a Bike-Ped Masterplan for Leon County. At the conclusion of this project, Blueprint will use this data to develop an implementation plan for funding and constructing the Greenways projects.	Blueprint
	10. A.) Community Survey and Outreach on Draft Community Values. B.) Developed Draft Goals and Related Public Engagement. C.) Developed Draft Implementing Objectives & Related Public Engagement. (Third Round of Outreach) D.) Hosted a community forum dedicated to rural community issues. E.) Prepare and release an RFP for a land use consultant to complete additional infrastructure and policy analysis. F.) Consultant Analysis G.) Refinement of Draft Element & Submit Comp Plan Amendment	Planning
	11. Hosted the 2019 Leon Works Expo with participation from Gadsden and Wakulla County.	OEV
	12. Implemented the Urban Vitality Job Creation Pilot Program to incentive businesses to great jobs within the Promise Zone area. The program will be piloted over a three year period and continuously evaluated.	OEV
	13. A.) Subsequent to the completion of the Targeted Industry Study the development of a marketing and communications plan is underway. The plan will outline an integrated marketing approach to build business interest in Tallahassee-Leon County as a great place to locate and/or grow a business. It includes marketing tactics, key messages, earned media/public relations, digital/social media, paid media – advertising, et.al., on a local, regional, national and international basis. B.) Partnership with International Trade Administration to assist Tallahassee-Leon County companies that want to sell their products and services abroad. Every other month, a federal expert on global trade will be in Tallahassee offering free help and resources to local businesses seeking to become export ready for the global economy.	OEV
	14. A.) Hosted public meetings to receive input from the Miccosukee community. B.) Presented the Miccosukee Rural Community Sense of Place Plan.	Planning
	15. A.) Prepare a comprehensive mapping application showing all current inventory. B.) Procure a consultant to perform a gap analysis of the current grid & identify facilities needed to establish a minimum grid of bicycle facilities. C.) Incorporate additions as needed to the Blueprint Implementation Plans.	Planning
	16. A.) Updated the Board on Land Use Element draft Objectives. B.) Through feedback from the Land Use Element Update outreach program, develop draft policies that will support social infrastructure throughout Leon County in key locations.	Planning
	17. A.) Budget Workshop item to consider funding to partner with the Canopy Roads Citizen Committee in implementing an aggressive long term tree planting program that will support the County's Target to plant 1,000 trees along the canopy roads by the end of FY 2021. B.) In coordination with Public Works and the Canopy Road Citizen Committee, establish goals for the update of the Canopy Road Management Plan, including identification of target areas for replanting within the Canopy Road Protection Zones. C.) City and County adopted the revised management plan.	OEV

Leon County Fiscal Year 2020 Adopted Budget

Department of PLACE

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	209,972	216,195	123,692	-	123,692	127,538
Grants-in-Aid	518,913	757,272	871,597	150,000	1,021,597	889,029
Total Budgetary Costs	728,884	973,467	995,289	150,000	1,145,289	1,016,567

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Planning Department	728,884	973,467	995,289	150,000	1,145,289	1,016,567
Total Budget	728,884	973,467	995,289	150,000	1,145,289	1,016,567

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	728,884	973,467	995,289	150,000	1,145,289	1,016,567
Total Revenues	728,884	973,467	995,289	150,000	1,145,289	1,016,567

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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

The Office of Economic Vitality personnel costs are represented in the non-operating budget, indicating they are reflected in the budget due to personnel opting to County benefits as allowed by the interlocal agreement.

Planning Department (001-817-515)

Goal	The goal of the Tallahassee-Leon County Planning Department is to provide accurate information, creative and effective planning recommendations, and expertise in the areas of long-range land use, environmental, and transportation planning for the orderly growth of the Leon County and Tallahassee community.
Objectives	**Management** 1. Provides coordination and oversight of all planning functions. 2. Administers the department budget; ensures expenditure levels conform to approved resources. 3. Monitors federal and state legislation impacting municipal government planning activities. 4. Provides timely and effective planning information and recommendations for the orderly growth of the Tallahassee and Leon County community. **Land Use Administration** 1. Reviews applications for 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. **Comprehensive Planning and Urban Design** 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. **Neighborhood and Urban Design** 1. Researches and prepares reports and recommendations for urban design studies as directed by the County Commission, City Commission, and State statutes. 2. Prepares and implements sense of place action plans in coordination with Special Projects and Outreach. 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. **Special Projects and Outreach** 1. Researches and prepares reports and recommendations for special planning initiatives and urban design studies as directed by the County Commission, City Commission, and State statutes. 2. Develops and implements new public outreach and engagement strategies. 3. Coordinates with other Departments to prepare and implement interdepartmental plans and initiatives as the direction of the County Commission and City Commission. 4. Administers Citizen Committees and Placemaking Plans in coordination with Neighborhood and Urban Design.
Statutory Responsibilities	Florida Statutes: Chapter 163 “Comprehensive Planning”, Chapter 163 “Development Agreements”, Chapter 125, Title 11, Chapter 164 “ Municipal Annexations & Contractions”, Chapter 339 “Transportation Planning”, Chapter 427 “Land Acquisition”; Local: Chapter 10, Article II “ Local Planning Agency”, Article V “Comprehensive Planning”, Article VI “Concurrency Management”, Article VII “ Environmental Management”
Advisory Board	Planning Commission; Local Planning Agency; Canopy Roads Citizens Advisory Board; Water Resources Committee; Local Mitigation Strategy Committee; Joint City/County Bicycle Work Group; Miccosukee Working Group; Frenchtown Working Group; Midtown Working Group

Planning Department (001-817-515)

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
EN3	Number of Land Use Applications Processed, including Site Plans, Text Amendments, Subdivisions, Plats, etc. (City and County)[1]	261	305	275	275
EN3	Number of Rezonings, PUDs Reviewed (County & City)[2]	23	21	23	23
EN3	Number of Comp Plan Amendments Analyzed and Processed (County & City)[3]	11	12	4	8
EN3	Number of new dwelling units reviewed and/or approved (City and County)[4]	1,910	1,861	1,700	1,600
EN3	Number of Non-Residential sq. ft. reviewed or approved (City and County)[5]	918,421	1,295,160	1,400,000	1,400,000
Q5,Q6	Number of Planning Commission Public Hearings[6]	12	12	12	12
Q5,Q6	Number of public workshops/Listening sessions/Neighborhood meetings[6]	39	75	80	80
Q5,Q6	Number of committee meetings (Ex: Canopy Road, Water Resources, etc.) [7]	30	50	60	65
Q5,Q6	Number of CONA Meetings	6	6	6	6
EN3,G1	Number of direct mail notices[8]	6,360	3,267	14,000	18,000
EN3,G1	Number of web postings or updates[9]	160	180	200	200
EN3,G1	Number of Newspaper Advertisements (Average 3 – 5 per month)[10]	41	20	40	50

Notes:

1. The number of development applications processed is driven by external economic factors and the number of applications received.
2. The number of Rezoning and Planned Unit Development applications indicated slight growth in the rezoning process.
3. The number of Comp Plan Amendments Analyzed and Processed is expected to decrease temporarily in FY19 – FY20, as staff is working on a more robust Comprehensive Plan Update to the Land Use and Mobility Elements, which covers content that would have otherwise been handled piecemeal through the Comprehensive Plan Amendment Cycle.
4. The number of new dwelling units reviewed and/or approved increased in FY18 commensurate with increases in multi-family housing applications, which is expected to level-off in FY19 and FY20.
5. The number of non-residential square footage reviewed in FY19 and FY20 are expected to be higher than average due to some larger mixed-use developments in downtown, such as Washington Square (FY19) and the Cascades Project (FY20).
6. The number of public meetings (workshops, listening sessions, neighborhood meetings) is increasing due to substantial engagement for the Comprehensive Plan Land Use Element update, and a renewed emphasis on public outreach and input.
7. The number of committee meetings has increased since the additions of the Frenchtown Working Group, the Miccosukee Working Group, and the restart of the Midtown Working Group.
8. The number of direct mail notices significantly increased in FY19 due to the adoption of ordinance by the City Commission to expand notification boundaries from 500ft. to 100ft. for Type C Site Plan and Abandonment applications. In addition, the City passed an ordinance to increase the number of notifications for PUD amendments to include all properties within the PUD boundary inclusive of both property owners and single-family home tenants (renters). This number is expected to increase again in FY20, if the City passes an ordinance to include multi-family residential tenants on the PUD notification lists.
9. The number of web postings and updates has increased with the addition of the Planning Engagement webpage, which includes an engagement calendar and citizen resources for public participation and permitting activity starting in FY18 and expanding into FY19.
10. The number of newspaper advertisements is driven by required meeting notices. The number of newspaper advertisements was reduced in FY17 by combining multiple notices into single advertisements to reduce costs. There is an expected increase in the number of advertisements in FY20, as the City Commission has expanded notification requirements for public hearings in the City to include ads in the *Capital Outlook* in addition to the *Tallahassee Democrat*.

Planning Department Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	209,972	216,195	123,692	-	123,692	127,538
Grants-in-Aid	518,913	757,272	871,597	150,000	1,021,597	889,029
Total Budgetary Costs	728,884	973,467	995,289	150,000	1,145,289	1,016,567

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Planning Department (001-817-515)	728,884	973,467	995,289	150,000	1,145,289	1,016,567
Total Budget	728,884	973,467	995,289	150,000	1,145,289	1,016,567

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Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Planning Department	23.50	23.50	23.50	-	23.50	23.50
Total Full-Time Equivalents (FTE)	23.50	23.50	23.50	-	23.50	23.50

Planning Department - Planning Department (001-817-515)

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Total Revenues	728,884	973,467	995,289	150,000	1,145,289	1,016,567

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Planner II	6.00	6.00	6.00	-	6.00	6.00
Urban County Forester II	1.00	1.00	1.00	-	1.00	1.00
Planner I	1.00	1.00	1.00	-	1.00	1.00
Director of PLACE	0.50	0.50	0.50	-	0.50	0.50
GIS Coordinator (City)	1.00	1.00	1.00	-	1.00	1.00
Executive Secretary	1.00	1.00	1.00	-	1.00	1.00
Transportation Planner	1.00	1.00	1.00	-	1.00	1.00
Graphics & Mapping Specialist	2.00	2.00	2.00	-	2.00	2.00
Administrative Supervisor	1.00	1.00	1.00	-	1.00	1.00
Secretary IV	3.00	3.00	3.00	-	3.00	3.00
Land Use Planning Administrator	1.00	1.00	1.00	-	1.00	1.00
Community Involvement Planner	1.00	1.00	1.00	-	1.00	1.00
Principal Planner	2.00	2.00	2.00	-	2.00	2.00
Planning Manager	1.00	1.00	1.00	-	1.00	1.00
Comprehensive Planning Administrator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	23.50	23.50	23.50	-	23.50	23.50

The Planning Department budget represents the County's share of the Planning Department costs. For budgeting purposes, Planning Department employees may choose either County or City benefits. The personnel budget was established for a 0.5 full time equivalent employee (the Director of PLACE) opting for County benefits. The budget reflects the County's share of rent for the Planning Department office space. In addition, the grants in aid portion of the budget includes the County's share of the Planning Department's operating budget which includes funding for the County's share of employee costs. As part of the interlocal agreement for the joint County City Planning Department, the County's share of the Planning Department's budget is 34.2%. This is based on the percentage of Leon County residents living in the unincorporated portions of the County.

The major variances for the FY 2020 Planning Department budget are as follows:

Increases to Program Funding:
1. Decrease in personnel services is due to the retirement of an employee receiving County benefits.
2. At the budget workshop on April 23, 2019, the Board approved to pay 50% of the total cost ($150,000) for the consulting services to update the Land Use Element of the Joint City/County Comprehensive Plan. The City of Tallahassee will pay the other 50% of the cost, bringing the total to $300,000.

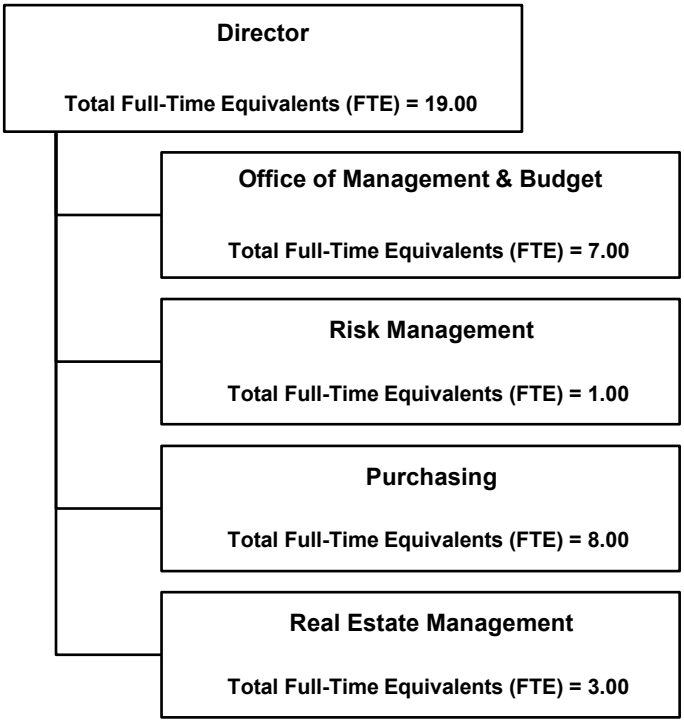
Leon County Fiscal Year 2020 Adopted Budget

Office of Financial Stewardship

Organizational Chart	14 - 2
Executive Summary	14 - 3
Office of Financial Stewardship Business Plan	14 - 4
Office of Financial Stewardship Summary	14 - 5
Office of Management & Budget	14 - 6
Risk Management	14 - 8
Purchasing	14 - 10
Real Estate	14 - 16

Leon County Fiscal Year 2020 Adopted Budget

Office of Financial Stewardship



Office of Financial Stewardship

Executive Summary

The Office of Financial Stewardship section of the Leon County FY 2020 Annual Budget is comprised of the Office of Management & Budget, Risk Management, Purchasing, and Real Estate.

The Office of Management & Budget provides financial management and guidance to the Board, County Administrator, and other departments. Risk Management manages the County's activities in an effort to minimize total long-term costs associated with accidental losses. Purchasing provides procurement services, contract management, and supplies and commodities for all County departments under the Board. Real Estate provides the management of acquisition and disposition of real property and County property leases.

On December 12, 2016, the Board approved transitioning its strategic planning to a five-year planning cycle that spans from FY 2017 through FY 2021, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, County Administration as well as the offices therein, created Business Plans communicating the continued alignment of the Board's strategic priorities and initiatives with the office's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the office in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

The Office of Management & Budget (OMB) developed a balanced Operating and Capital Improvement Program budget on behalf of the County Administrator, as adopted by the Board. The annual Operating and Capital Improvement Program, and Budget in Brief are available on the County's web page. As an ongoing commitment to remain fiscal stewards of public dollars, OMB routinely conducts comprehensive management reviews of County operations and organizations it funds to ensure the upmost effective and efficient operations of these entities. OMB received the Government Finance Officers Association of the U.S. and Canada's Distinguished Budget Award for the 29th consecutive year.

Purchasing continues to expand the use of electronic documents, including the implementation of electronic purchase orders and a pilot of electronic requisitions. This allows vendors, staff, and other interested parties to obtain copies of purchasing and solicitation documents in a more efficient and cost-effective manner, while promoting sustainability by reducing the use of paper. Purchasing continues to serve citizens faster and more easily with an online procurement system called Procurement Connect. This system provides vendors instant access to many different services and processes such as, instant access to bids, requests for proposal, invitations to negotiate, and various other solicitation documents. Use of this system reduces paper use and mailing costs, further demonstrating the County's commitment to sustainable business practices.

Real Estate Management continues to lease vacant space in County-owned buildings. They also manage the inventory of County-owned property, process tax deeds, and identify appropriate properties in County and Constitutional Offices' space needs.

Risk Management continues to strive to protect the County against the financial consequences of accidental losses by establishing, implementing and monitoring an integrated county-wide safety program. Reduced accident and injury rates have a direct correlation to insurance premiums paid to protect the County's resources. In order to ensure that Leon County continues to maintain a safe working environment for its employees, Risk Management coordinated ten safety sessions and conducted monthly site visits.

Leon County Fiscal Year 2020 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/Ongoing
2. Evaluate establishing a living wage for County employees and continue to provide opportunities for industry certifications and training for those employees in skilled craft, paraprofessional, and technician positions. (G4)	Complete

Actions

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

Bold Goals and Five-Year Targets

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

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

Notes:

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

Leon County Fiscal Year 2020 Adopted Budget

Office of Financial Stewardship

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,551,554	1,518,584	1,498,735	-	1,498,735	1,547,708
Operating	258,721	363,091	364,923	100,000	464,923	449,950
Transportation	1,443	2,475	2,659	-	2,659	2,659
Grants-in-Aid	88,175	75,175	63,175	-	63,175	63,175
Total Budgetary Costs	1,899,893	1,959,325	1,929,492	100,000	2,029,492	2,063,492

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Office of Management and Budget	744,904	800,406	818,657	-	818,657	839,620
Risk Management	212,412	196,608	206,993	-	206,993	211,323
Purchasing	678,467	617,901	603,731	-	603,731	622,708
Real Estate Management	264,110	344,410	300,111	100,000	400,111	389,841
Total Budget	1,899,893	1,959,325	1,929,492	100,000	2,029,492	2,063,492

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	1,687,481	1,762,717	1,722,499	100,000	1,822,499	1,852,169
501 Insurance Service	212,412	196,608	206,993	-	206,993	211,323
Total Revenues	1,899,893	1,959,325	1,929,492	100,000	2,029,492	2,063,492

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Office of Management and Budget	7.00	7.00	7.00	-	7.00	7.00
Purchasing	8.00	8.00	8.00	-	8.00	8.00
Real Estate Management	3.00	3.00	3.00	-	3.00	3.00
Risk Management	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	19.00	19.00	19.00	-	19.00	19.00

Office of Management and Budget (001-130-513)

Goal	The goal of the Office of Management & Budget is to continuously enhance the quality of County services by optimizing the use of County financial resources through the effective provision of planning, policy analysis, budget development, budget implementation, and program evaluation services to benefit citizens, elected officials, and staff.
Core Objectives	1. Provide financial management assistance to the County Administrator and other departments. 2. Responsible for the development, monitoring, and control of the annual operating budget and capital improvement program. 3. Forecast and monitor County revenues. 4. Responsible for the County's annual Truth in Millage (TRIM) process. 5. Conduct research, fiscal policy analysis for special projects, and management reviews as requested by the County Administrator and Board.
Statutory Responsibilities	Florida Statute, Chapter 125 "County Government"; Florida Statute, Chapter 129 "County Annual Budget"; Florida Statute, Chapter 200 "Determination of Millage"
Advisory Board	Financial Investment Advisory Committee; Investment Oversight Committee; Blueprint 2000 Finance Committee

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G5	Net Budget Per Countywide Resident*	1:$827	1:$1,287*

*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 Actual	FY 2019 Estimate	FY 2020 Estimate
T15	**Target: Reduce by 60% the outstanding debt of the County**	**17%**	**34%**	**49%**	**64%**

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 $6,962,000 in FY 2019, for a 15% debt reduction. In FY 2020, debt will be reduced by 15% and bonds issued to acquire Leon County Office Annex Building will be paid off by FY 2021, significantly reducing the amount of remaining debt.
2. Chart displays the cumulative percentage of reduced debt from FY 2017- FY 2020.

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 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)	97.4%	98%	98%	98%
G2	Process budget amendment requests within 2 business days of the next scheduled Board meeting (% is an estimate)	96.1%	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	93%	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

Office of Management & Budget (001-130-513)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	619,373	658,291	674,206	-	674,206	695,161
Operating	62,356	78,940	81,276	-	81,276	81,284
Grants-in-Aid	63,175	63,175	63,175	-	63,175	63,175
Total Budgetary Costs	744,904	800,406	818,657	-	818,657	839,620

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	744,904	800,406	818,657	-	818,657	839,620
Total Revenues	744,904	800,406	818,657	-	818,657	839,620

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Budget Manager	1.00	1.00	1.00	-	1.00	1.00
Senior Management & Budget Analyst	1.00	2.00	1.00	-	1.00	1.00
Director Office of Financial Stewardship	1.00	1.00	1.00	-	1.00	1.00
Management & Budget Analyst	3.00	2.00	3.00	-	3.00	3.00
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 2020 OMB budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Reclassification of one Senior Management and Budget Analyst to Management and Budget Analyst.
3. Operating increased by $2,336 are attributed to travel and per diem cost for Government Finance Officers Association Conference.

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	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 except employee health coverage. 4. Coordinate and participate in all investigations, accidents and injuries involving 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 visiting with affected employees. 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	FY2017 Actuals	FY2018 Actuals	FY2019 Estimate	FY2020 Estimate
G5	# of Workers' compensation claims filed[1]	145	132	140	135
G5	# of Safety/Loss prevention training courses conducted[2]	11	11	8	8
G5	# of auto accidents investigated[3]	16	12	15	12
G5	# of Coordinate Safety Committee meetings[4]	12	12	12	12

Notes:

1. Thirteen percent (13%) reduction in number of Workers' Compensation claims compared to FY 2017.
2. Eleven (11) safety training events provided at seven (7) separate locations consistent with this is training conducted in FY 2017.
3. Four percent (4%) reduction in number of automobile accidents compared to FY 2017. Staff continues to train drivers and equipment operators on the latest in safety requirements to reduce accidents.
4. Safety Committee meets on a monthly basis with consistent attendance.

Risk Management (501-132-513)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	127,466	118,349	128,764	-	128,764	133,091
Operating	84,946	78,259	78,229	-	78,229	78,232
Total Budgetary Costs	212,412	196,608	206,993	-	206,993	211,323

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
501 Insurance Service	212,412	196,608	206,993	-	206,993	211,323
Total Revenues	212,412	196,608	206,993	-	206,993	211,323

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2020 Risk Management budget are as follows:

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

Purchasing Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	649,298	580,844	566,994	-	566,994	585,958
Operating	28,660	35,902	35,423	-	35,423	35,436
Transportation	509	1,155	1,314	-	1,314	1,314
Total Budgetary Costs	678,467	617,901	603,731	-	603,731	622,708

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Procurement (001-140-513)	565,295	503,059	486,240	-	486,240	501,352
Warehouse (001-141-513)	113,172	114,842	117,491	-	117,491	121,356
Total Budget	678,467	617,901	603,731	-	603,731	622,708

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	678,467	617,901	603,731	-	603,731	622,708
Total Revenues	678,467	617,901	603,731	-	603,731	622,708

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Procurement	6.00	6.00	6.00	-	6.00	6.00
Warehouse	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	8.00	8.00	8.00	-	8.00	8.00

Purchasing – Procurement (001-140-513)

Goal	The goal of the Procurement Program is to provide: 1) timely and professional procurement services to secure requested supplies, services, and commodities at a specified level of quality and at the lowest possible cost, through open and fair competition; and 2) an exemplary records and management control program for the tangible personal property of Leon County.
Core Objectives	1. Review all purchasing activity for compliance with Purchasing Policy and applicable state laws. 2. Process requisitions and purchase orders and assist departments/divisions with technical information, quotes, and purchasing related requests. 3. Obtain price quotes, prepare and receive informal bids, review state and cooperative purchasing contracts for vendor sources and best pricing. 4. Provide accounts payable assistance to vendors and staff. 5. Prepare, advertise, and receive bids and Requests for Proposals (RFP's), and coordinate the evaluation processes for those bids and RFP's. 6. Administer the County procurement card program: provide cardholder training, card management, and audits of card activity. 7. Implement and provide contract management services for County-wide services contracts such as uniforms. 8. Administer the County property control program: maintain property control records, perform and reconcile property inventory, and provide technical assistance to Property Custodians.
Statutory Responsibilities	Leon County 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	N/A

Benchmarking

Priorities	Benchmark Data	Leon County	ICMA Mean	ICMA Median
G2, G4	$ amount of Central Purchasing purchases per Central Purchasing FTE (millions)	$22.2	$20.5	$13.0
G2, G5	% of Purchasing Conducted with Purchasing Card	8.12%	5.87%	2.56%

*International City/County Management Association Comparable Performance Measurement 2010

Leon County Fiscal Year 2020 Adopted Budget

Office of Financial Stewardship

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
G2, G5	% of completed requisitions for purchase orders processed within 2 days of receipt[1]	100%	100%	100%	100%
G2, G4, G5	# of bids/RFPs processed within 45 work days of receipt of request[2]	85%	95%	100%	100%
G2, G5	# of Purchase Orders Issued[3]	2,230	1,868	2,100	2,200
G2, G5	$ Value of Purchase Orders Issued (millions)[4]	$60	$77.8	$100	$85
G2, G4	$ Amount of Central Purchasing Office purchases per Central Purchasing FTE (3.35 FTE in 17/18 & 3.9 FTE in FY19/20) (millions)[5]	$17.1	$22.2	$25.6	$21.8
G2, G5	# of Bids Issued[6]	55	52	55	55
G2, G5	Purchasing Card Volume[7]	$6,000,000	$5,295,170	$5,750,000	$6,000,000
G5	Purchasing Card Rebate[8]	$87,400	$76,504	$80,500	$85,000
G2, G5	# of Assets at Year End[9]	7,750	7,794	7,950	8,000
G2, G5	Year End Total Asset Value (millions)[10]	$57.50	$62.8	$64.0	$64.5
G2, G5	# of Surplus Auctions[11]	90	26	35	40
G2, G5	$ Value of Auction Proceeds[12]	$175,000	$423,538	$100,000	$100,000
G2,G5	# of pre-bid meetings held to provide information on County projects to vendors[13]	30	33	35	35
G2,G5	Ratio of bid protests to total solicited bids[14]	0:54	1:52	0:55	0:55

Notes:

1. Primary attention is given to processing requisitions so that County staff receives needed materials and services in a timely manner.
2. This number varies based upon the combination of more complex solicitations and the incorporation of solicitation development meetings and the review processes of other areas.
3. Number of purchase orders deceased from FY17 to FY18 due to the increased usage of PCards. It is anticipated that the number of purchase orders in FY19 will increase slightly due to a decrease in the usage of direct payments.
4. The value of purchase orders increased from FY17 to FY18 and is anticipated to continue that trend due to an increase in capital projects.
5. The increase value of purchase orders in FY18 is due to an increase in the volume of purchase orders offset by a decrease in the number of direct pay purchases.
6. The number of solicitations decreased slightly from FY17 to FY18. However, out-year estimates are anticipated to remain constant for FY19 and FY20.
7. The purchasing card volume decreased slightly from FY17 to FY18 due to the discontinuation of the EPayables program.
8. The purchasing card rebate decrease is directly related to the decrease in the purchasing card volume.
9. The number of assets increased slightly due to MIS replacing older computers/servers.
10. The value of assets grew slightly from FY 2017 obtaining Emergency Management and the purchase of new equipment.
11. The number of auctions decreased in FY18 due to having fewer surplus items because of a concerted effort to dispose of surplus property in FY17.
12. The value of the auctions increased mainly due to the items being auctioned were high value property such as vehicles and equipment.
13. The number of meetings is based upon the complexity of the projects.
14. There was one formal protest during FY18 that was resolved in favor of the County.

Purchasing - Procurement (001-140-513)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	539,384	469,403	453,021	-	453,021	468,120
Operating	25,609	33,221	32,742	-	32,742	32,755
Transportation	301	435	477	-	477	477
Total Budgetary Costs	565,295	503,059	486,240	-	486,240	501,352

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	565,295	503,059	486,240	-	486,240	501,352
Total Revenues	565,295	503,059	486,240	-	486,240	501,352

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Director of Purchasing	1.00	1.00	1.00	-	1.00	1.00
Purchasing Specialist	1.00	1.00	1.00	-	1.00	1.00
Procurement Administrator	1.00	1.00	1.00	-	1.00	1.00
Purchasing Agent/Property Control Specialist	1.00	1.00	1.00	-	1.00	1.00
Contract Compliance Specialist	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	6.00	6.00	6.00	-	6.00	6.00

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

Increase to Program Funding:
1. Transportation cost increased in the amount of $75 due to higher estimated vehicle repair cost.

Decreases to Program Funding:
1. Personnel cost related to two new employees and the retirement of two long time employees offset by the costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Operating cost decreased in the amount of $479 is attributed the decrease usage for Postage ($100), Printing and Binding ($105), Operating Supplies ($274).

Purchasing – Warehouse (001-141-513)

Goal	The goal of the Warehouse Program is to procure, stock, and issue high turnover type items to facilitate the work routines of County departments.
Core Objectives	1. Issue supplies and materials from the Warehouse. 2. Procure materials and supplies for the Warehouse and County customers. 3. Provide forklift services for other departments. 4. Process purchase requisitions for Fleet Management and Operations Divisions and provide back-up to Procurement as needed. 5. Assist County staff with identifying vendors and sourcing needed items.
Statutory Responsibilities	Leon County Board of County Commissioners Purchasing and Minority Business Enterprise 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	N/A

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark*
G2, G5	Inventory Turnover Rate (sales / inventory value)	2.34%	Greater than or equal to 1.5
G2, G5	Annual inventory loss/gain (to measure operational accuracy)	0.47%	Less than 1.5% +/-

*Benchmark Sources: National Institute of Governmental Purchasing, Inc. (NIGP)

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
G2, G5	Cost per issuance	$7.54	$7.81	$7.92	$7.73
G2, G5	Operational cost % of total dollar value of issuances (expenses / $ value of issuances)	19.58%	20.25%	22.1%	22.31%
G2, G5	# of issuances	15,778	14,478	14,500	15,000
G2, G5	$ volume of issuances	$550,000	$552,795	$515,000	$520,000

Notes:

1. A combination of consistent fixed costs and somewhat larger increase in the number of issuances, resulted in a slight increase in the cost per issuance.
2. The increase is a result of a slight decrease in operational costs and a larger decrease in the value of issuances.
3. The number of issuances has decreased slightly due to moving some EMS-specific items from the Purchasing warehouse to EMS logistics.
4. The slight increase in value of issuances is related to somewhat higher commodity prices.

Purchasing - Warehouse (001-141-513)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	109,914	111,441	113,973	-	113,973	117,838
Operating	3,051	2,681	2,681	-	2,681	2,681
Transportation	208	720	837	-	837	837
Total Budgetary Costs	113,172	114,842	117,491	-	117,491	121,356

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	113,172	114,842	117,491	-	117,491	121,356
Total Revenues	113,172	114,842	117,491	-	117,491	121,356

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Materials Management Spec.	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 2020 Warehouse budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Transportation cost increased in the amount of $117 due to higher estimated vehicle repair cost.

Real Estate Management Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	155,417	161,100	128,771	-	128,771	133,498
Operating	82,759	169,990	169,995	100,000	269,995	254,998
Transportation	934	1,320	1,345	-	1,345	1,345
Grants-in-Aid	25,000	12,000	-	-	-	-
Total Budgetary Costs	264,110	344,410	300,111	100,000	400,111	389,841

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Real Estate Management (001-156-519)	269,469	299,410	255,111	100,000	355,111	344,841
Tax Deed Applications (001-831-513)	(5,359)	45,000	45,000	-	45,000	45,000
Total Budget	264,110	344,410	300,111	100,000	400,111	389,841

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	264,110	344,410	300,111	100,000	400,111	389,841
Total Revenues	264,110	344,410	300,111	100,000	400,111	389,841

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Real Estate Management	3.00	3.00	3.00	-	3.00	3.00
Total Full-Time Equivalents (FTE)	3.00	3.00	3.00	-	3.00	3.00

Real Estate (001-156-519)

Goal	The goal of the Office of Real Estate Management is the professional management of the County's real estate portfolio including procurement, disposition, leasing and the administration of the county's real property.
Core Objectives	1. Develop and maintain a comprehensive inventory of the County's real estate by the utilization of the existing TLC GIS database. 2. Generate revenue through the leasing of under-utilized space in County buildings. Negotiates leasing terms and conditions with tenants to maximize the rate of return to the County. 3. Develop a long-term strategic plan for the disposition and acquisition of real estate to ensure that it is achieving its highest and best use. 4. Work with County staff in recommending and negotiating the most efficient use of space. 5. Regularly interact with the assigned County attorney to assists in resolving easement usage related to projects. 6. Administer the County's leasing activity to ensure that all aspects of the Lease contract is upheld, manage rent increases and renewals and maintain communications with the tenants and their representatives. 7. Identify alternative uses for under-utilized properties to help advance other County programs such as Community Gardens, Affordable Housing program, Stormwater management facilities, conservation and recreation areas, etc. 8. Work in tandem with Public Works to acquire property rights for capital improvement projects. 9. Coordinate with the County's Tax Collector and the Clerk of the Court in the tracking of the delinquent tax procedures from the issuance of the Tax Certificates by the Tax Collector, the filing of Tax Deed Applications on Tax Certificates issued to the County and supervising the timely presentation of the Tax Deed Applications to Public Sale. Work with the Clerk of the Court on the administration of the parcels that are listed on the List of Lands Available for Taxes until their final escheatment to the County and the addition of these parcels to the portfolio. 10. Work with the county staff, affordable housing and assigned attorney to ensure that the escheated parcels are placed into use by the county, offered to affordable housing or disposed of in a timely matter to return these properties to the County's Tax Roll. 11. Acquire property rights through donations, direct purchases and eminent domain. 12. Manage all County owned lease property; prepare and execute all leases for Leon County.
Statutory Responsibilities	TAX COLLECTIONS, SALES, AND LIENS Chapter 197 197.502 – Application for obtaining tax deed by holder of tax sale certificate; fees. 197.512 – Notice, form of publication for obtaining tax deed by holder. 197.522 – Notice to owner when application for tax deed is made. 197.532 – Fees for mailing additional notices, when application is made by holder. 197.542 – Sale at public auction. 197.552 – Tax deeds. 197.562 – Grantee of tax deed entitled to immediate possession. 197.572 – Easements for conservation purposes, or for public service purposes or for drainage or ingress and egress survive tax sales and deeds. 197.573 – Survival of restrictions and covenants after tax sale.
Advisory Board	N/A

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Q2	Total leasable square footage occupied[1]	174,275	167,518	168,000	170,000
Q2	% of total leasable square footage occupied[1]	84.8%	81.5%	82.0%	82.0%

Notes:

1. Total leasable square footage of space fluctuates from year-to-year and is currently 204,316.

Real Estate Management - Real Estate Management (001-156-519)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	155,417	161,100	128,771	-	128,771	133,498
Operating	88,118	124,990	124,995	100,000	224,995	209,998
Transportation	934	1,320	1,345	-	1,345	1,345
Grants-in-Aid	25,000	12,000	-	-	-	-
Total Budgetary Costs	269,469	299,410	255,111	100,000	355,111	344,841

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	269,469	299,410	255,111	100,000	355,111	344,841
Total Revenues	269,469	299,410	255,111	100,000	355,111	344,841

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Real Estate Manager	1.00	1.00	1.00	-	1.00	1.00
Real Estate Specialist	2.00	2.00	1.00	-	1.00	1.00
Real Estate Specialist	-	-	1.00	-	1.00	1.00
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 manage the leasing of County property.

The major variances for the FY 2020 Real Estate Management budget are as follows:

Increases to Program Funding:
1. Increase to Other Current Charges and Obligations in the amount of $$75,000 to cover demolition and removal of inhabitable buildings acquired by the County.
2. Increase to Contractual Services in the amount of $25,000 for listing fees to sell affordable housing lots.

Decreases to Program Funding:
1. Personnel cost related to one staff member employment status changing from full-time to part-time and offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Funding related to the Domi Economic Incubator lease agreement ended in FY19, decrease of $12,000 from the previous lease agreement.

Real Estate Management - Tax Deed Applications (001-831-513)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	(5,359)	45,000	45,000	-	45,000	45,000
Total Budgetary Costs	(5,359)	45,000	45,000	-	45,000	45,000

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	(5,359)	45,000	45,000	-	45,000	45,000
Total Revenues	(5,359)	45,000	45,000	-	45,000	45,000

For FY 2020 this budget is recommended at the same level as FY 2019.

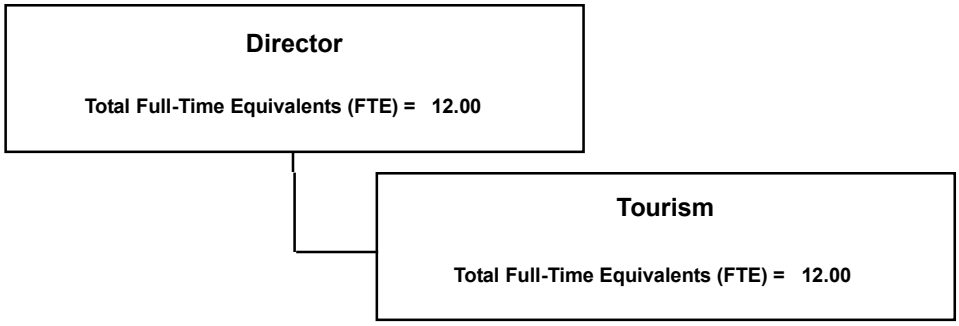
Leon County Fiscal Year 2020 Adopted Budget

Division of Tourism

Organizational Chart	15 - 2
Executive Summary	15 - 3
Tourism Business Plan	15 - 4
Tourism Summary	15 - 6
Council on Culture and Arts – Line Item	15 - 14

Leon County Fiscal Year 2020 Adopted Budget

Division of Tourism



Division of Tourism

Executive Summary

The Division of Tourism section of the Leon County FY 2020 Annual Budget is comprised of the Division of Tourism.

The Division of Tourism promotes the Tallahassee-Leon County area through tourism advertising, public relations, direct sales, visitor service functions, and marketing research. This division is fully supported by the Tourist Development Tax, also known as the "bed tax."

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Division of Tourism's Business Plan and the new FY 2019 - FY 2021 Tourism Strategic Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the division's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the Division in measuring outcomes of the Strategic Plan.

2019 HIGHLIGHTS

The Division of Tourism continued their momentum with its 10th consecutive year of growth in producing economic benefit while promoting Leon County as a visitor destination. Tallahassee – Leon County was named one of Southern Living's magazine's Top 10 Best Cities in the South for 2019. In addition to increased visibility, viability and visitation, this recognition automatically elevates the destination and provides a halo effect for local economic development efforts. A total of $375,000 was 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. In partnership with the Downtown Improvement Authority, the Division of Tourism sponsored the extension of free Sundown Concert Series through the fall, further activating the Capital City Amphitheater. The FY 2019 budget provided 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. To continue this effort, $315,140 in additional marketing has been allocated.

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 (ARP). 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 in preparation for hosting the 2021 National Collegiate Athletic Association (NCAA) Division 1 Cross County National Championships at Apalachee Regional Park. In FY 2019 the Division secured two additional statewide championship events for multiple years – Florida High School Athletics Association (FHSAA) Divisions 1A-3A Football at Gene Cox Stadium and FHSAA Cross Country State Championships at ARP.

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 2019 was the fifth and final year that Tourism will provide ¼ cent of the Tourist Development Tax (paid in arrears – in 2020) to support COCA's Capital Improvement Matching Grant Program.

The Division of Tourism began successful outreach and collaboration with the regional tourism offices (Wakulla, Franklin, Gadsden, Jefferson, Thomasville) until Hurricane Michael forced reprioritization of effort. The hurricane was devastating to our neighbors to the west. However, Leon County served as the base camp for the recovery efforts, resulting in significantly increased visitors, hotel occupancy rates, economic impact in the community and TDT collections.

During FY 2019, the downtown Tourism building at 106 E. Jefferson Street was sold by the County for $2.2 million. Funds from the sale are for restoring and renovating the historic Amtrak Building near Railroad and Gaines Street as the new permanent home for the Visitor Information Center and Tourism staff in 2021. In the interim, Tourism has relocated its staff offices to the 5th floor of the County Annex Building and is leasing the space for the Visitor Center to remain in its current downtown location for continuity of service until the permanent location is complete.

Leon County Fiscal Year 2020 Adopted Budget

Division of Tourism Business Plan

Mission Statement

The mission of the Leon County Division of Tourism is to spearhead and coordinate the tourism marketing and management of the destination through the coordination of the hospitality industry, local governments and the business community to sustain and grow visitor spending and job creation in the Tallahassee region.

Strategic Priorities

Economy

- EC1 – Do well-designed public infrastructure which supports business, attracts private investment and has long term economic benefits.
- EC4 – Grow our tourism economy, its diversity, competitiveness and economic impact.

Quality of Life

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

Strategic Initiatives

October 1, 2017– September 30, 2022

1.	Continue to work with FSU to host NCAA cross country national and regional championships at Apalachee Regional Park (ARP). (EC4)	Ongoing
2.	Enhance sports tourism through the exploration of an NFL Preseason game and other possible events at Doak Campbell Stadium. (EC4)	Ongoing
3.	Further enhance our competitiveness in attracting national and regional running championships by making additional strategic investments at the Apalachee Regional Park (ARP). (EC1, EC4)	Complete/ Ongoing
4.	To continue to support Choose Tallahassee's efforts to market our community as a retirement destination. (Q4 , EC4)	Complete/ Ongoing
5.	Utilizing a portion of the BP settlement funds, identify solutions for weatherization of the Capital City Amphitheater stage, inclusive of potential sound mitigation elements. (EC4)	Complete
6.	Continue to work with FSU on the Civic Center Arena District Master Plan to include the potential partnership to realize the convention center space desired by the County and to bring back issues related to the County's financial and programming roles and participation for future Board consideration. (EC1, EC4)	In Progress
7.	Support the revision of Sec. 125.0104, F.S. to modify the eligibility for levying the local option High Tourism Impact Tax to include counties that are home to Preeminent State Research Universities to levy a sixth cent to support the convention center and arena district. (EC4)	Complete/ Ongoing
8.	Raise awareness of County trails through the Division of Tourism Strategic Plan.	Ongoing

Actions

1.	**A.)** Staff will partner with Florida State Athletics to assemble future bids to host 2022-2024 NCAA cross country Regional and National Championships at Apalachee Regional Park. **B.)** In partnership with Florida State Athletics we will start preparation to host the 2021 National Collegiate Athletic Association Division One Cross County National Championships at Apalachee Regional Park.	FSU Athletics, NCAA, Hotel partners, Parks Department
2.	**A.)** Continue meeting with Florida State Athletics to present the benefits of hosting a Preseason NFL Game. **B.)** Identify NFL Teams that would potentially participate. **C.)** Identify potential funding sources that would support hosting an NFL Preseason game in Doak Campbell Stadium. **D.)** Develop a presentation to present to potential NFL teams previously identified. **E.)** Target hosting the NFL Preseason football game in fall of 2020 or 2021.	FSU, NFL, Florida Sports Foundation

Leon County Fiscal Year 2020 Adopted Budget

Division of Tourism

Actions

3.	**A.)** Continue to work with the Division of Parks and Recreation through the final phase and start of construction on the permanent structures at Apalachee Regional Park, slated to begin in December 2019. **B.)** Work with the Division of Parks and Recreation and department of Community Media Relations to deploy a final construction grand opening celebration of the permanent buildings at Apalachee Regional Park Cross Country Course.	Parks Division, FSU, various community interests
4.	**A.)** Continue to meet with Choose Tallahassee executive committee and full board as scheduled. **B.)** Restructured contract with Choose Tallahassee with same level of support and revised activities.	Choose Tallahassee Board
5.	Cost analysis for weatherization of the City Amphitheater stage is complete and sound mitigation panels have been purchased.	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.	**A.)** Highlight Tallahassee Trails and promote out-of-market and in-market. **B.**) Trailahassee.com overall users are up by 35% year-over-year with 25,000 users in FY19, up from 21,000 in FY18. **C.)** Create International Mountain Biking Association (IMBA) workgroup and began self-assessment process. Trailahassee.com overall users are up 40% year-over-year as people visit site more than once. **D.)** Create Tally's Top 10 Bike Brochure**.**	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	FY 2019[1]	FY 2020	FY 2021	Total
Tourism Economic Growth[2]	$.90 billion	$.92 billion	$.97 billion	$.95 billion	TBD	$3.74 billion

Target: *Attract 80 state, regional, or national championships across all sports.*

	FY 2017	FY 2018	FY 2019[1]	FY 2020	FY 2021	Total
Championships Attracted[3]	14	16	20	25	TBD	75

Target: *Host 100,000 residents and visitors as part of the Amphitheater County Concert Series.*

	FY 2017	FY 2018	FY 2019[5]	FY 2020	FY 2021	Total
Concert Series Attendance[4]	5,789	5,414	5,000	10,000	TBD	26,203

Notes:

1. The reporting for FY 2019 are estimates only. At the time this document was published, the fiscal year for 2019 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2021 Budget.
2. 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.
3. 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.
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 small frequent shows.
5. The estimate for FY 2019 was adjusted to reflect current challenges with securing talent.

Leon County Fiscal Year 2020 Adopted Budget

Division of Tourism

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	850,940	949,169	969,060	-	969,060	998,415
Operating	2,575,190	2,802,829	2,730,331	496,850	3,227,181	3,274,199
Transportation	1,075	410	580	-	580	580
Grants-in-Aid	1,673,684	2,214,525	1,795,362	324,100	2,119,462	2,154,516
Total Budgetary Costs	5,100,890	5,966,933	5,495,333	820,950	6,316,283	6,427,710

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Tourism Development	5,100,890	5,966,933	5,495,333	820,950	6,316,283	6,427,710
Total Budget	5,100,890	5,966,933	5,495,333	820,950	6,316,283	6,427,710

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
160 Tourism Development	4,950,890	5,816,933	5,345,333	820,950	6,166,283	6,277,710
Total Revenues	5,100,890	5,966,933	5,495,333	820,950	6,316,283	6,427,710

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Tourism Development	0.50	0.50	0.50	-	0.50	0.50
Total OPS Full-Time Equivalents (FTE)	0.50	0.50	0.50	-	0.50	0.50

Tourism Development Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	850,940	949,169	969,060	-	969,060	998,415
Operating	2,575,190	2,802,829	2,730,331	496,850	3,227,181	3,274,199
Transportation	1,075	410	580	-	580	580
Grants-in-Aid	1,673,684	2,214,525	1,795,362	324,100	2,119,462	2,154,516
Total Budgetary Costs	5,100,890	5,966,933	5,495,333	820,950	6,316,283	6,427,710

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Administration (160-301-552)	520,743	524,785	565,237	43,000	608,237	616,512
Advertising (160-302-552)	1,450,762	1,566,473	1,566,473	50,000	1,616,473	1,666,473
COCA Contract (001-888-573)	150,000	150,000	150,000	-	150,000	150,000
Council on Culture & Arts (COCA) (160-888-573)	875,814	1,422,625	1,168,462	-	1,168,462	1,203,516
Marketing (160-303-552)	1,462,076	1,688,050	1,595,161	412,950	2,008,111	2,026,209
Special Projects (160-304-552)	641,495	615,000	450,000	315,000	765,000	765,000
Total Budget	5,100,890	5,966,933	5,495,333	820,950	6,316,283	6,427,710

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
160 Tourism Development	4,950,890	5,816,933	5,345,333	820,950	6,166,283	6,277,710
Total Revenues	5,100,890	5,966,933	5,495,333	820,950	6,316,283	6,427,710

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Administration	0.25	0.25	0.25	-	0.25	0.25
Marketing	0.25	0.25	0.25	-	0.25	0.25
Total OPS Full-Time Equivalents (FTE)	0.50	0.50	0.50	-	0.50	0.50

Leon County Fiscal Year 2020 Adopted Budget

Division of Tourism

Tourism Development – (160-301,302,303,304,305-552)

Goal	The goal of Tourism Development is to enhance the local economy and quality of life through the benefits associated with a strong visitor industry by maximizing the number of visitors, length of stay of visitors, and the economic impact of visitors to Leon County.
Core Objectives	1. Maximize dollars available to market the destination. 2. Support programs and facilities that draw overnight visitors and maximize the return on investment. 3. Increase visitation during times of the year when there is low or decreased activities. 4. Provide effective and efficient visitor services programs. 5. Increase the awareness of the importance of the tourism industry to local residents.
Statutory Responsibilities	Florida Statute, Chapter 125.0104 "Procedure for Levying Tourist Development Tax, Authorized Uses for the Tax, and Enforcement of Collection"; Leon County Code of Laws, Chapter 11, Article III "Tourist Development Tax."
Advisory Board	Tourist Development Council

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate
BG1	Grow the five-year tourism economy to $5 billion.[1]	$0.90 Billion	$.92 billion	$.97 billion	$.95 billion
T1	Attract 80 state, regional, or national championships across all sports.[2]	14	16	20	25
T4	Host 100,000 residents and visitors as part of the Amphitheater County Concert Series.[3]	5,789	5,414	5,000[4]	10,000

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. 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.
4. The estimate for FY 2019 was adjusted to reflect current challenges with securing talent.

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimates	FY 2020 Estimates
EC4	Tourist Development Tax per penny	$1,156,660	$1,199,917	$1,300,000	$1,268,000
EC4	Percent Change in Tourist Development Tax[1]	10%	4%	8%	-3.5%
EC4	Number of total visitors to Leon County[1]	2,358,833	2,368,988	2,527,710	2,456,934
EC4	Percent Change in number of total visitors to Leon County[1]	2%	0.4%	6.7%	-2.8%
EC4	Total Direct Visitor Economic Impact (billions)[1]	$0.90	$0.91	$0.97	$0.95
EC4	Percent Change in Direct Visitor Economic Impact[1]	6%	1.6%	7.1%	-2.4%
EC4	Number of Direct Tourism Related Jobs[1]	14,354	14,573	15,331	14,856
EC4	Percent Change in the number of Direct Tourism Related Jobs[1]	5%	1.5%	5.2%	-3.1%
EC4	Hotel Occupancy[2]	67%	67%	69%	67%
EC4	Hotel Revenue (millions)[2]	$134	$138	$147	$142
EC4	Percent Change in Hotel Revenue[1]	8%	2.4%	6.5%	-3.4%

Notes:
1. Data estimates provided by Downs & St. Germain upon review of Tax Collector reports with Tourism staff. According to Downs & St. Germain, the dip in FY 2020 is expected for two reasons: 1) FY 2019 benefited from Hurricane Michael; 2) The Legislative Session in FY19 was held in March/April, and in FY 2020 it is held in January/February.
2. Data provided by Smith Travel Research.

Tourism Development - COCA Contract (001-888-573)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2020 Budget is recommended at the same level funding as the previous year. These costs are related to the management costs of COCA administering the Cultural Grant Program.

Tourism Development - Administration (160-301-552)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	323,459	326,505	341,475	-	341,475	352,743
Operating	196,208	197,870	223,182	43,000	266,182	263,189
Transportation	1,075	410	580	-	580	580
Total Budgetary Costs	520,743	524,785	565,237	43,000	608,237	616,512

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
160 Tourism Development	520,743	524,785	565,237	43,000	608,237	616,512
Total Revenues	520,743	524,785	565,237	43,000	608,237	616,512

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Director Tourism Development	1.00	1.00	1.00	-	1.00	1.00
Tourism Senior Operations Manager	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Visitor Services 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
TDC Consolidated OPS	0.25	0.25	0.25	-	0.25	0.25
Total OPS Full-Time Equivalents (FTE)	0.25	0.25	0.25	-	0.25	0.25

The major variances for the FY 2020 Tourism Development Administration Budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Operating costs in the amount of $43,000 are associated with the Board approved RFP for Industry Research Contract with Economic Impact Studies research services for $40,000, and the Destination Marketing Association International (DMAI) impact calculator for $3,000.

Tourism Development - Advertising (160-302-552)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	1,450,762	1,566,473	1,566,473	50,000	1,616,473	1,666,473
Total Budgetary Costs	1,450,762	1,566,473	1,566,473	50,000	1,616,473	1,666,473

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
160 Tourism Development	1,450,762	1,566,473	1,566,473	50,000	1,616,473	1,666,473
Total Revenues	1,450,762	1,566,473	1,566,473	50,000	1,616,473	1,666,473

The major variances for the FY 2020 Tourism Development Advertising Budget are as follows:

Increase to Program Funding:
1. In support of Tourism Development's new Strategic Plan, contractual services in the amount of $50,000 for additional advertising and public relation services to support the growth of Leon County as a destination and continue to grow the tourism economy.

Tourism Development - Marketing (160-303-552)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	527,481	622,664	627,585	-	627,585	645,672
Operating	928,221	1,038,486	940,676	403,850	1,344,526	1,344,537
Grants-in-Aid	6,375	26,900	26,900	9,100	36,000	36,000
Total Budgetary Costs	1,462,076	1,688,050	1,595,161	412,950	2,008,111	2,026,209

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
160 Tourism Development	1,462,076	1,688,050	1,595,161	412,950	2,008,111	2,026,209
Total Revenues	1,462,076	1,688,050	1,595,161	412,950	2,008,111	2,026,209

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
TDC Consolidated OPS	0.25	0.25	0.25	-	0.25	0.25
Total OPS Full-Time Equivalents (FTE)	0.25	0.25	0.25	-	0.25	0.25

The major variances for the FY 2020 Tourism Development Marketing Budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increase in the amount of $150,000 for a total of $250,00 to support the concert series at the Cascade's Park amphitheater.
3. Increase in the amount of $83,000 associated with the Bid Pool for Sports Marketing and attracting meetings and conventions.
4. Increase for Community Relations in the amount of $38,000, which includes Customer Service training for industry partners, sales calls to industry partners, and includes (4) Visit Tallahassee Industry Meetings and additional local events.
5. Increase for Grants in Aid is associated with additional industry related sponsorships and contributions.
6. Increase in the amount of $21,500 in TDC merchandise distributed during events.
7. $13,425 increase in promotional activities for attending events in the southeast to attract visitors to Leon County.
8. $7,397 increase in travel and per diem for additional presence at conferences and events in surrounding states to attract visitors to Leon County.
9. $5,700 increase in postage for additional marketing through local businesses as well as regional events.
10. $2,628 in TDC sales and promotions.

Tourism Development - Special Projects (160-304-552)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Grants-in-Aid	641,495	615,000	450,000	315,000	765,000	765,000
Total Budgetary Costs	641,495	615,000	450,000	315,000	765,000	765,000

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
160 Tourism Development	641,495	615,000	450,000	315,000	765,000	765,000
Total Revenues	641,495	615,000	450,000	315,000	765,000	765,000

The major variances for the FY 2020 Tourism Development Special Projects budget are as follows:

Type of Event Grant	*FY 2019*	*FY 2020*
Legacy	N/A	$300,000
Signature/Emerging	$350,000*	$235,000
Special	100,000	100,000
Sports	115,000	130,000
Total	$565,000	$765,000

*This does not include the $24,378 carryforward for the Signature/Emerging Event Grant Program that the Board awarded to the Red Hills Horse Trials on October 23, 2018.

Tourism Development - Council on Culture & Arts (COCA) (160-888-573)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Grants-in-Aid	875,814	1,422,625	1,168,462	-	1,168,462	1,203,516
Total Budgetary Costs	875,814	1,422,625	1,168,462	-	1,168,462	1,203,516

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
160 Tourism Development	875,814	1,422,625	1,168,462	-	1,168,462	1,203,516
Total Revenues	875,814	1,422,625	1,168,462	-	1,168,462	1,203,516

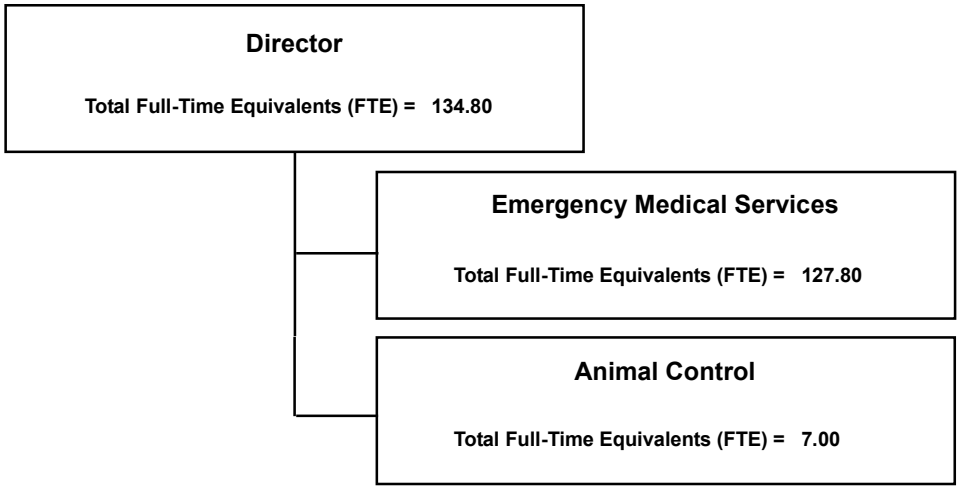
The FY 2020 budget reflects the budget-to-budget decrease in funding in the amount of $254,163 to support the Council on Culture & Arts (COCA) per the contract with COCA. FY 2019 was the fifth year concluding the contractual obligations to provide ¼ cent of the Tourist Development Tax to support COCA's Capital Improvement Matching Grant Program. The FY 2019 forecast for the ¼ cent indicates that $317,000 will be collected for distribution to COCA at year end.

The ¼ penny was reallocated to:
1. The Legacy Event funding in the amount of $200,000.
2. Capital City Concert Series in the amount of $92,000.

Office of Public Safety

Organizational Chart	16 - 2
Executive Summary	16 - 3
Public Safety Business Plan	16 - 4
Public Safety Summary	16 - 6
Emergency Medical Services	16 - 7
Animal Control	16 - 10

Office of Public Safety



Executive Summary

The Office of Public Safety section of the Leon County FY 2020 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 2019, 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 2019, 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. EMS was recognized by the National Association of EMTs as the National EMS Provider of the Year. EMS critical care paramedics became the first ground critical care ambulance transport team in Florida to achieve 100% of members being certified as Critical Care Paramedic-Certified by the International Board of Specialty Certification.

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 injured wildlife contract for St. Francis Wildlife services.

Leon County Fiscal Year 2020 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.
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. (Q3, Q4) Implement practices and strategies to further enhance the response to mass causality incidents; including the delivery of Stop the Bleed campaign training which teaches citizens how to assist someone suffering from major bleeding. (Q3, Q4)	Ongoing
3. Improve pet overpopulation by engaging vested community partners in the implementation of spay and neutering strategies.	In Progress

Actions

1.

A.) Implementing additional data sharing systems with Tallahassee Memorial Hospital (TMH) & Capital Regional Medical Center(CRMC) and completing comprehensive medical protocol update.
B.) Participated in the CARE Cardiac Arrest Registry.
C.) Implemented new stroke patient treatment protocol.
D.) Partnered with Capital Area Healthy Start Coalition to provide infant CPR training programs to high-risk expectant mothers.
E.) Provide community risk reduction programs such as CPR and AED training.
F.) Continue participation in the Tallahssee Care Consortium.
G.) Continue participation with the multi-disciplinary quality meetings at TMH & CRMC
H.) Conducted research study to determine if outcomes varied for patients treated with an IV or an IO.
I.) Awarded 2018 Florida Department of Health EMS Matching Grants to improve and enhance pre-hospital emergency medical services.
J.) Complete a comprehensive Medical Protocol Update.

EMS

Actions

2.

A.) Continue to provide stop the bleed training to citizens and further incorporate the training into CPR training where appropriate.
B.) Evaluate mass causality equipment deployment strategies and modify approaches where appropriate.
C.) Partner with the Big Bend Healthcare Coalition and Leon County Schools in the deployment of stop the bleed kits at all K-12 schools in the County
D.) In cooperation with partner first response agencies, continue to develop response strategies to enhance the response to hostile events, including the development of a rescue task force response model.
E.) Place stop the bleed kits in County facilities and seek grant opportunities to supply stop the bleed kits to high risk facilities in the community.

3.

A.) Assist community partners with distribution of low/no cost spay and neutering vouchers.
B.) Implement neighborhood sweeps.
C.) Convene and assist community partners with the implementation of additional efforts aimed at increasing availability of spay and neutering services.
D.) Provided funding for Be The Solution, Inc. pet overpopulation prevention activities.
E.) Presented an update on the Tallahassee Animal Services Shelter Operational Assessment

Animal Control

Bold Goals and Five-Year Targets

Target: *Train 8,500 citizens in CPR/AEDs. (T5)*

	FY 2017	FY 2018	FY 2019[1]	FY 2020	FY 2021	Total
Citizens trained in CPR/AED[2]	1,572	1,768	1,800	1,750	TBD	6,890

Notes:

1. The reporting for FY 2019 are estimates only. At the time this document was published, the fiscal year for 2019 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2021 Budget.
2. In order to train 8,500 citizens in CPR and AED use, EMS will continue to partner with businesses, organizations, churches and schools to reach this goal. Additionally, EMS will host several larger events such as the annual "Press the Chest" to reach out to the entire community.

Leon County Fiscal Year 2020 Adopted Budget

Office of Public Safety

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	11,647,946	11,736,723	12,053,497	3,591	12,057,088	12,399,435
Operating	6,466,657	6,783,595	6,764,769	302,653	7,067,422	7,110,253
Transportation	365,710	453,745	454,107	-	454,107	454,107
Capital Outlay	30,063	38,000	-	-	-	-
Grants-in-Aid	71,250	71,250	71,250	-	71,250	71,250
Total Budgetary Costs	18,581,626	19,083,313	19,343,623	306,244	19,649,867	20,035,045

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Emergency Medical Services	17,207,424	17,604,362	17,840,384	209,375	18,049,763	18,394,381
Animal Control	1,374,202	1,478,951	1,503,239	96,865	1,600,104	1,640,664
Total Budget	18,581,626	19,083,313	19,343,623	306,244	19,649,867	20,035,045

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
135 Emergency Medical Services MSTU	17,207,424	17,604,362	17,840,384	209,375	18,049,763	18,394,381
140 Municipal Service	1,374,202	1,478,951	1,503,239	96,865	1,600,104	1,640,664
Total Revenues	18,581,626	19,083,313	19,343,623	306,244	19,649,867	20,035,045

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Animal Control	7.00	7.00	7.00	-	7.00	7.00
Emergency Medical Services	128.20	128.20	128.20	(0.40)	127.80	127.80
Total Full-Time Equivalents (FTE)	135.20	135.20	135.20	(0.40)	134.80	134.80

OPS Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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

Emergency Medical Services (135-185-526)

Goal	The goal of Leon County EMS Division is to provide clinically superior, compassionate, cost-effective emergency medical services to all citizens and visitors of Leon County; regardless of social economic status, utilizing the latest technologies and medical care standards, within the bounds of available resources.
Core Objectives	1. Provide basic and advanced life support emergency medical services to the citizens and visitors of Leon County. 2. Provide medically necessary inter-facility and critical care emergency medical services to the citizens and visitors of Leon County. 3. Provide medical coverage at special event venues. 4. Provide injury and disease prevention and community risk reduction training programs to citizens. 5. Provide bystander care educational programs to citizens. 6. Maintain the County's Heart Ready initiative through the further development of the public access automated external defibrillator (AED) program and by training citizens in cardio-pulmonary resuscitation (CPR) and AED use. 7. Maintain a constant state of readiness to respond to major disasters, both man-made and natural. 8. Provide administrative oversight of the six volunteer fire departments.
Statutory Responsibilities	Article III Leon County Code of Law Chapter 401 Florida Statute Chapter 64J-1 Florida Administrative Code
Advisory Board	Emergency Medical Services Advisory Council

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
Q3	Percent of cardiac arrest patients that experience Return of Spontaneous Circulation (ROSC) upon arrival at the Emergency Room.	41%	18%[1]
Q3	Percent of requests for services that result in a patient transport	68%	63%[2]
Q3	EMS responses per 1,000 residents	132.768[4]	76.786[3]

Benchmark source:
1. American Heart Association, 2015
2. Florida EMSTARS Database, 2015
3. International City/County Management Association FY15 Benchmark Data for Jurisdictions with 250,000-499,000 population
4. Due to the rate of increase in call volume outpacing the increase in population, Leon County far exceeds the standard benchmark.

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate
T11	**Train 8,500 citizens in CPR/AEDs between FY17-FY21[1]**	**1,572**	**1,768**	**1,800**	**1,750**

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 the annual "Press the Chest" to reach out to the entire community.

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Q3	Number of calls for service responded to.[1]	41,476	43,256	44,400	45,100
Q3	Number of transports made.[2]	28,392	29,884	30,300	30,800
Q3, Q4	Number of public education events conducted annually.[3]	150	165	160	160
Q3, Q4	Number of public access Automated External Defibrillators (AEDs) registered with the Division.	858	915	905	925
Q3,	Percent of trauma alert patients correctly identified by paramedics annually.	99%	97%	95%	95%
Q3	Percent of stoke alert patients correctly identified by paramedics annually.	N/A	99%	88%	92%
Q3	Percent of STEMI patients correctly identified by paramedics annually.[4]	94%	98%	90%	94%
Q3	Percent of STEMI EKGs transmitted to receiving hospital by paramedics annually.[4]	100%	100%	95%	95%

Notes:
1. In FY 2018, the division experienced a 5% increase in the number of requests for service over the previous fiscal year.
2. Corresponding to the previous performance measure, actual transports to the hospital increased by 5.3% in FY 2018.
3. The division provided 165 public education and injury prevention programs for community groups to reduce the overall the overall community health risk.
4. ST-Elevation Myocardial Infarction (STEMI) is a serious type of heart attack during which one of the heart's major arteries is blocked.

Emergency Medical Services (135-185-526)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	11,214,042	11,288,211	11,577,225	-	11,577,225	11,905,509
Operating	5,613,072	5,839,426	5,822,809	209,379	6,032,188	6,048,522
Transportation	350,247	438,725	440,350	-	440,350	440,350
Capital Outlay	30,063	38,000	-	-	-	-
Total Budgetary Costs	17,207,424	17,604,362	17,840,384	209,379	18,049,763	18,394,381

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
135 Emergency Medical Services MSTU	17,207,424	17,604,362	17,840,384	209,379	18,049,763	18,394,381
Total Revenues	17,207,424	17,604,362	17,840,384	209,379	18,049,763	18,394,381

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 Supvisor	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	12.00	12.00	2.00	14.00	14.00
Administrative Associate V	2.00	2.00	2.00	-	2.00	2.00
Paramedic II (Level 1) - System Status	12.00	13.00	14.00	-	14.00	14.00
Paramedic I	11.00	9.00	6.00	-	6.00	6.00
EMS Medical Billing Technician	1.00	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	3.60	6.00	(2.40)	3.60	3.60
EMT I - Part-Time	-	1.20	0.60	-	0.60	0.60
EMS Financial Analyst	1.00	1.00	1.00	-	1.00	1.00
EMT I - System Status	9.00	3.00	8.00	-	8.00	8.00
Paramedic I - System Status	32.00	40.00	37.00	-	37.00	37.00
Paramedic II (Level 1) - Part Time	1.80	1.80	-	-	-	-
Paramedic - System Status	4.00	2.00	2.00	-	2.00	2.00
Paramedic II (Level 2) - System Status	2.00	2.00	4.00	-	4.00	4.00
EMT II - System Status	6.00	10.00	10.00	-	10.00	10.00
Paramedic II (Level 1)	2.00	1.00	2.00	-	2.00	2.00
EMT II	8.00	10.00	7.00	-	7.00	7.00
EMT II - Part-Time	0.60	0.60	0.60	-	0.60	0.60
Financial Compliance Manager	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	128.20	128.20	128.20	(0.40)	127.80	127.80

OPS Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
EMS Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Emergency Medical Services (135-185-526)

The major variances for the FY 2020 Emergency Medical Services budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual services increase due to annual adjustments to the Advanced Life Support agreement with the City of Tallahassee Fire Department ($48,914), annual contractual adjustments to the EMS Billing Service fee ($48,516), Risk Assessment to meet HIPAA compliance ($30,000), Intermedix Billing & Technology Medicaid Agreement ($30,000), and annual adjustments to the Electronic Patient Care Reporting service fee ($3,070).
3. Operating supplies increase in the amount of $43,065 reflects $13,065 associated with increase in medical disposables, $15,600 associated with an increase in medical supplies, and $14,400 for new hire jackets, shoes and uniforms.
4. Repairs and maintenance increase in the amount of $57,400 reflects $12,400 associated with service contract for cardiac monitors and $45,000 for stretchers and related accessories.
5. Vehicle coverage in the amount of $1,828 indicating an increase in insurance premiums.
6. Vehicle repair in the amount of $1,625.
7. Communication costs in the amount of $1,025.

Decreases to Program Funding:
1.Personnel changes also included the conversion of 4 part-time paramedics to 2 full-time
Charge Paramedics for a savings of $22,481.
2.$7,700 associated with lower costs of standardized medication dosing for EMS field personnel.
3. Fuel & oil in the amount of $1,215, associated with lower fuel costs.

Animal Control (140-201-562)

Goal	The goal of the Division of Animal Control is to improve the well-being of citizens and animals through humane education, prevention, and enforcement programs for the citizens and domestic animals of Leon County.
Core Objectives	1. Assist the Health Department with Rabies prevention and control in the county's unincorporated and incorporated areas. 2. Patrol for stray, nuisance, or dangerous animals including humane trapping. 3. Investigate allegations of neglect or cruelty to animals and resolve complaints. 4. State designated agency for coordination of local Animal Disaster Relief/Recovery Plan. 5. 24-hour emergency rescue and medical care of sick, diseased and/or injured domestic animals. 6. Conducts Animal Bite Prevention Program and other community outreach programs for children and adults in the county's unincorporated and incorporated areas.
Statutory Responsibilities	Leon County Code of Laws, Chapter 4 "Animals"; *Florida Statute Chapter 828 "Animals; Cruelty; Sales; Animal Enterprise Protection" *Florida Administrative Code, Chapter 64D-3 "Control of Communicable Diseases and Conditions Which May Significantly Affect Public Health" *Florida Statute, Chapter 767 "Damage by Dogs" *Florida Statute, Chapter 585 "Animal Industry" *Florida Statute, Chapter 588 "Legal Fences and Livestock At Large"
Advisory Board	Dangerous Animal Classification Committee (Leon County Code of Laws, Chapter 4, Section 4-93 (g)) Leon County Advisory Committee (Leon County Code of Laws, Chapter 4, Section 4-32)

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
Q3, Q4	Field deployed staff to population[1]	1:16,659[1]	1:15,000 to 18,000[2]

Notes:
1. Calculation based on unincorporated area population (99,951).
2. Florida Animal Control Association 2013 policy statement on recommended staffing.

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Q3, Q4	Maintain customer complaint rate at 5 per 1,000 calls received.[1]	1.0	2.0	5.0	5.0
Q3, Q4	Number of citations issued.[2]	133	113	150	150
Q3, Q4	Number of field service calls (bite and service calls including follow-ups).[3]	3,347	4,624	4,100	4,100
Q3, Q4	Return 7% of lost pets to their owners annually.[4]	3.2%	2.7%	7%	7%
Q3, Q4	Reduce field impounds at the Animal Shelter by 3% annually.[5]	1%	14%	3%	3%

Notes:

1. The complaint rate

2. The division has continued a practice that emphasizes education and assistance prior to formal enforcement. Owner compliance has increased resulting in a 15% decrease in citations issued during FY18.

3. The increase in field service calls is attributed to the related follow-ups for citizen education and assistance.

4. The decrease is directly related to the lack of owners utilizing microchips for their pets.

5. The increase in FY18 is directly related to the lack of owners utilizing microchips for their pets.

Animal Control (140-201-562)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	433,904	448,512	476,272	3,591	479,863	493,926
Operating	853,585	944,169	941,960	93,274	1,035,234	1,061,731
Transportation	15,463	15,020	13,757	-	13,757	13,757
Grants-in-Aid	71,250	71,250	71,250	-	71,250	71,250
Total Budgetary Costs	1,374,202	1,478,951	1,503,239	96,865	1,600,104	1,640,664

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
140 Municipal Service	1,374,202	1,478,951	1,503,239	96,865	1,600,104	1,640,664
Total Revenues	1,374,202	1,478,951	1,503,239	96,865	1,600,104	1,640,664

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Director of Animal Control	1.00	1.00	1.00	-	1.00	1.00
Senior Animal Control Officer	1.00	1.00	2.00	-	2.00	2.00
Animal Control Officer	4.00	4.00	4.00	-	4.00	4.00
Administrative Associate V	1.00	1.00	-	-	-	-
Total Full-Time Equivalents (FTE)	7.00	7.00	7.00	-	7.00	7.00

The major variances for the FY 2020 Animal Control budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual services in the amount of $93,274 associated with the agreement with the City of Tallahassee for the Animal Shelter.
3. Personnel costs in the amount of $3,591 associated with the reclassification of an Administrative V position to a Sr. Animal Control Officer.

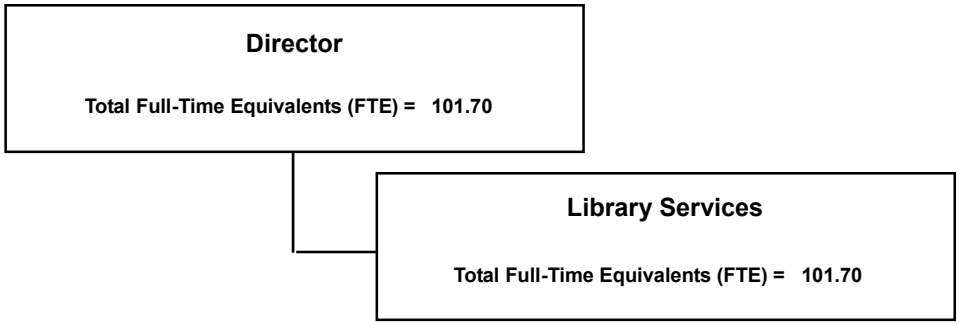
Decreases to Program Funding:
1. Reduction in transportation costs in the amount of $3,570 due to decreased fuel consumption, offset by an increase in vehicle insurance coverage in the amount of $1,351.

Leon County Fiscal Year 2020 Adopted Budget

Office of Library Services

Organizational Chart	17 - 2
Executive Summary	17 - 3
Library Services Business Plan	17 - 4
Library Services Summary	17 - 5

Office of Library Services



Executive Summary

The Office of Library Services section of the Leon County FY 2020 Annual Budget includes Library Policy, Planning & Operations, Library Public Services, and Library Collection Services. Library staff members offer services to library users and the public throughout the library system, with specialized services available at the Main Library.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Office of Library Services' Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

HIGHLIGHTS

To inspire a love of reading and a life of learning, the Library offers a wide range of materials, programs and services for adults, teens and children. Books, movies, music, magazines and more are offered in a variety of formats, including print, audio and digital. Subscription online services provide newspaper and magazine articles, career and workforce development help, study guides, practice tests, consumer information and more. Library staff offer expertise, programming, and individual help with library materials, technology and resources. Public-access computers and printers, as well as free Wi-Fi, are available for users at every location.

The Summer Reading Program offers programs and enrichment at all library locations each summer. Throughout the year, children's Story Time, Baby Time and LEGO Club programs are offered, and book discussion groups meet at every location. Meeting rooms with Wi-Fi, smart TVs and projectors are widely used by the public. The Literacy Program continued to offer one-on-one tutoring in basic skills and English language classes. In FY19, the traditional family literacy program was replaced by individual workforce development assistance and computer skills training.

In FY19, the pilot mobile hotspots lending program was launched; these devices provide patrons with mobile internet access, working in tandem with the laptops, tablets and other digital media that are available for checkout in the effort to reduce barriers to internet access at home. The Telescope Lending Program continued to see tremendous demand, making telescopes available for checkout to any aspiring astronomer with a library card! In addition to the continuation of the successful Leon County Library Lecture Series, the library reinstated Booked for Lunch, a bimonthly lunchtime program featuring local and regional authors talking about their books. Stay and Play, a new weekly program for children and their adult caregivers, was established to provide socialization and fun for toddlers, preschoolers and their adult caregivers. The library has experienced success the fifth year of offering the Seed Library Program, a collaborative effort between the LeRoy Collins Leon County Public Library Systems, Sustainable Tallahassee and the UF/IFAS Leon Extension office – by the end of the year, 20,000 seed packets will be given out to patrons for the spring and fall planting months.

FY19 wrapped up with a tour of five outstanding Southeastern libraries, funded through a grant from the Knight Creative Communities Institute. This multi-city/state tour of innovative public library systems is designed to examine best practices of public libraries and explore how other communities have strategized to maintain and increase the relevancy of libraries. Drawing insight from acclaimed neighbors, Leon County will continue to build social infrastructure in FY20 by putting the best practices to work through strengthening the Library's role as a social hub and community resource. The tour results will be presented to the Board to consider implementing a variety of programs and services inspired by the tour, with special focuses on workforce development and youth literacy. With grant assistance from the National Endowment for the Arts, the Library will also engage the community by hosting its third Big Read, a one book, one community event featuring author and Leon County resident, Jeff VanderMeer's novel, *Borne*. The Big Read will offer activities and events across all seven library locations ensuring discussions and literary discovery in diverse neighborhoods through a wide range of audiences.

Leon County Fiscal Year 2020 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)	Complete

Actions

The Mobile Hotspot Lending Program was launched in July 2018. It was an instant success, generating more than 80 reserves within the first week. Responding to patron feedback, the loan period increased from one week to two weeks, as well as an increased amount of data per device. Mobile hotspots continue to be borrowed at a steady pace and alternative uses are being considered through the discoveries from the Innovative Libraries Tour.

Bold Goals and Five-Year Targets

Target: *Double the number of downloadable books at the library. (Q3)*

	FY 2017	FY 2018	FY 2019[1]	FY 2020	FY 2021	Total
Downloadable E-books[3]	10,002[2]	11,771	12,375	13,954	TBD	13,954

Notes:

1. The reporting for FY 2019 are estimates only. At the time this document was published, the fiscal year for 2019 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2021 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 6,000 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 2020 Adopted Budget

Office of Library Services

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	5,400,855	5,760,035	5,764,714	-	5,764,714	5,967,423
Operating	725,457	803,476	813,776	-	813,776	816,882
Transportation	2,214	4,070	4,125	-	4,125	4,125
Capital Outlay	654,391	632,505	632,505	-	632,505	632,505
Total Budgetary Costs	6,782,916	7,200,086	7,215,120	-	7,215,120	7,420,935

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Library Services	6,782,916	7,200,086	7,215,120	-	7,215,120	7,420,935
Total Budget	6,782,916	7,200,086	7,215,120	-	7,215,120	7,420,935

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	6,782,916	7,200,086	7,215,120	-	7,215,120	7,420,935
Total Revenues	6,782,916	7,200,086	7,215,120	-	7,215,120	7,420,935

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Library Services	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Library Services – (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	1. Provide library materials circulation services, including check-out, check-in, reserves, patron registration, and collection for overdue and damaged materials. 2. Provide reference, information and technology assistance and readers' advisory service in person, by telephone and electronically. 3. Provide programs and learning opportunities for all ages, including literacy services, Baby Time, Story Time, Summer Reading Program, teen and adult programs, book groups, and author presentations. 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, basic instruction and Wi-Fi. 6. Offer voter registration and space for supervised voting, free income tax forms and assistance, and meeting rooms for public usage. 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 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	Total Operating Expenditures Per Capita	$23.19	14th of 31
Q2	Collection Expenditures Per Capita	$2.13	19th of 31
Q2	Circulation Items Per Capita	4.66	13th out of 31
Q2	Square feet Per Capita (State Standard 0.6 sf) [2]	0.54	5th out of 16
Q2	Children's Circulation Per Capita	1.55	7th out of 31
Q2	Population Per Full-Time Equivalent	0.35/1,000	6th out of 31
Q2	Percent of Population with Library Cards	45%	19th out of 31

Benchmark Source:
1. State Library of Florida, Annual Public Library Statistics and Ranking Tables 2018 (most current vetted information) for libraries with service population 100,001-750,000.
2. Only 16 libraries in our service population category responded to this benchmark.

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate
T9	**Double the number of downloadable books at the library[1]**	**11,771**	**12,375**	**13,954**

Notes:
1. To achieve the five-year goal of doubling the number of downloadable ebooks from a collection of just over 6,000 to over 13,500, 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) cooperative e-book purchase.

Library Services – (001-240,241,242-571)

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Q2	Number of total Library visits[1]	1,880,966	1,577,207	1,500,220	1,380,202
Q2	Number of items in Library Collection[2]	786,128	794,935	825,000	785,000
Q2	Number of total Material Circulation	1,492,333	1,461,300	1,325,000	1,417,000
Q2	Number of total computer uses[3]	703,453	740,455	809,370	866,026
Q2	Total public internet use in hours	N/A	226,285	238,262	241,575
Q2	Number of new volumes cataloged	42,972	35,653	42,000	37,000
Q2	Number of Library programs held	1,159	1,410	1,200	1,250
Q2	Number of Library program attendance	30,311	36,314	33,000	36,400
Q2	Track implementation of RDA and the number of entries that the library develops as the first record of a particular item for the shared international cataloging database[4]	124	86	100	110
G1	Telescope Checkouts	N/A	247	250	260
Q2	Library Cardholders	114,047	122,807	138,154	146,754
G1	Followers on Social Media[5]	N/A	N/A	7,340	8,074

Notes:

1. Library visits consists of: website hits, persons physically entering the library through the use of door counters and meeting room uses. Library visits declined 5%; however, downloadable checkouts, which do not require a visit to the library, increase 23%.
2. Despite steady increases in the number of downloadable materials added, overall collection size is revised downward to reflect database clean-up and discard projects.
3. Computer uses consists of: online databases, in-house computer uses, the number of netbooks checked out, Wi-Fi log-ins, and hot spot checkouts.
4. Resource Description and Access (RDA) is a cataloging standard for descriptive cataloging, providing instructions and guidelines on formulating bibliographic data.
5. Expanded the scope to include all social media platforms that are utilized by the Library, Facebook and Instagram - previous years only looked at the number of Facebook likes.

Library Services Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	5,400,855	5,760,035	5,764,714	-	5,764,714	5,967,423
Operating	725,457	803,476	813,776	-	813,776	816,882
Transportation	2,214	4,070	4,125	-	4,125	4,125
Capital Outlay	654,391	632,505	632,505	-	632,505	632,505
Total Budgetary Costs	6,782,916	7,200,086	7,215,120	-	7,215,120	7,420,935

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Library - Policy, Planning, & Operations (001-240-571)	844,052	891,914	909,660	-	909,660	927,097
Library Collection Services (001-242-571)	1,577,549	1,600,771	1,643,829	-	1,643,829	1,677,821
Library Public Services (001-241-571)	4,361,315	4,707,401	4,661,631	-	4,661,631	4,816,017
Total Budget	6,782,916	7,200,086	7,215,120	-	7,215,120	7,420,935

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	6,782,916	7,200,086	7,215,120	-	7,215,120	7,420,935
Total Revenues	6,782,916	7,200,086	7,215,120	-	7,215,120	7,420,935

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Library - 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 Equivalents (FTE)	101.70	101.70	101.70	-	101.70	101.70

OPS Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Library Public Services	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Library Services - Library - Policy, Planning, & Operations (001-240-571)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	459,700	456,376	465,087	-	465,087	482,396
Operating	384,352	435,538	444,573	-	444,573	444,701
Total Budgetary Costs	844,052	891,914	909,660	-	909,660	927,097

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	844,052	891,914	909,660	-	909,660	927,097
Total Revenues	844,052	891,914	909,660	-	909,660	927,097

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Library Director	1.00	1.00	1.00	-	1.00	1.00
Administration & 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		-	-	-	-
Administrative Associate V	1.00	2.00	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 2020 Library Services budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increase in the amount of $9,035 related to communication system changes.

Library Services - Library Public Services (001-241-571)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	4,185,196	4,513,387	4,468,698	-	4,468,698	4,622,576
Operating	173,905	189,944	188,808	-	188,808	189,316
Transportation	2,214	4,070	4,125	-	4,125	4,125
Total Budgetary Costs	4,361,315	4,707,401	4,661,631	-	4,661,631	4,816,017

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	4,361,315	4,707,401	4,661,631	-	4,661,631	4,816,017
Total Revenues	4,361,315	4,707,401	4,661,631	-	4,661,631	4,816,017

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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
Applications Systems Analyst II	1.00	1.00	1.00	-	1.00	1.00
Senior Library Assistant	14.00	14.00	14.00	-	14.00	14.00
Senior Library Assistant	0.50	0.50	0.50	-	0.50	0.50
Library Assistant	1.00	1.00	1.00	-	1.00	1.00
Information Professional	16.00	16.00	16.00	-	16.00	16.00
Senior Library Services Specialist	4.00	4.00	4.00	-	4.00	4.00
Library Services Specialist	8.00	9.00	9.00	-	9.00	9.00
Library Services Manager	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00		-	-	-	-
Computer Support Technician	1.00	1.00	1.00	-	1.00	1.00
Information Professional - PT Library	2.50	2.50	2.50	-	2.50	2.50
Services Specialist - PT	0.50	0.50	0.50	-	0.50	0.50
Senior Library Assistant - PT	6.70	6.70	6.70	-	6.70	6.70
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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Library Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2020 Library Public Services budget are as follows:

Decreases to Program Funding:
1. Personnel costs related to new employees being hired at a lower rate than predecessors offset by the increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Costs associated with reduction in vehicle coverage ($1,136).

Library Services - Library Collection Services (001-242-571)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	755,958	790,272	830,929	-	830,929	862,451
Operating	167,200	177,994	180,395	-	180,395	182,865
Capital Outlay	654,391	632,505	632,505	-	632,505	632,505
Total Budgetary Costs	1,577,549	1,600,771	1,643,829	-	1,643,829	1,677,821

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	1,577,549	1,600,771	1,643,829	-	1,643,829	1,677,821
Total Revenues	1,577,549	1,600,771	1,643,829	-	1,643,829	1,677,821

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Senior 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

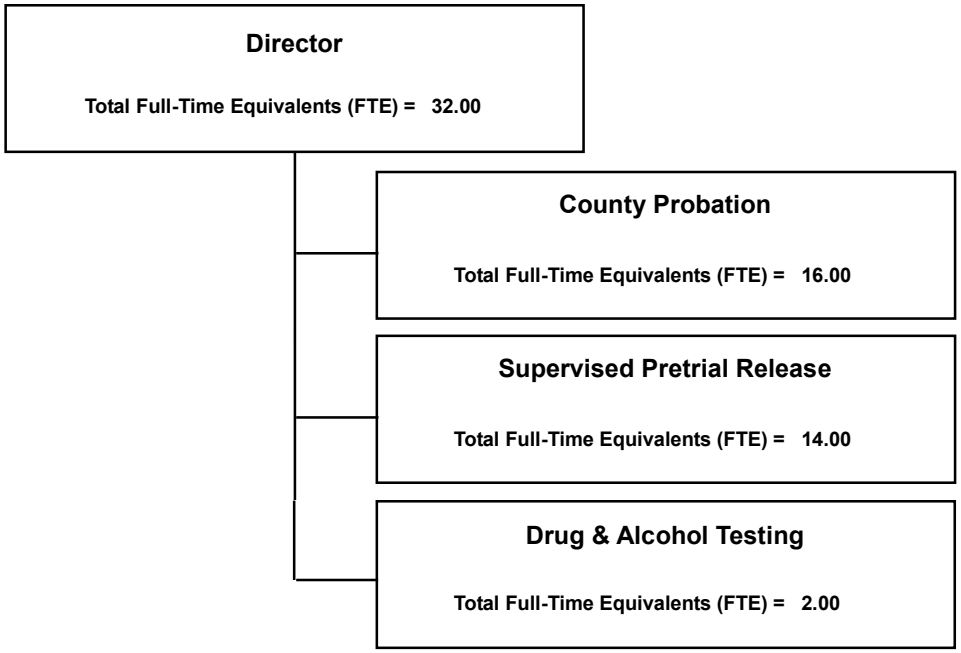
The major variances for the FY 2020 Library Collection Services budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual Services increased by $2,401 due to cataloging charges and resource sharing and Interlibrary Loan (ILL) charges.

Office of Intervention & Detention Alternatives

Organizational Chart	18 - 2
Executive Summary	18 - 3
Business Plan	18 - 4
Summary	18 - 5
County Probation	18 - 6
Supervised Pretrial Release	18 - 11
Drug & Alcohol Testing	18 - 15

Office of Intervention & Detention Alternatives



Office of Intervention & Detention Alternatives

Executive Summary

Office of Intervention & Detention Alternatives section of the Leon County FY 2020 Annual Budget is comprised of County Probation, Supervised Pretrial Release (SPTR), Drug and Alcohol Testing, and managing the Juvenile Assessment Center, the GPS Pre-Trial release monitoring and other necessary contracts.

The Office of Intervention & Detention Alternatives (IDA) assists in jail population management and court ordered monitoring activities. Probation supervises and monitors offenders' compliance with court ordered sentencing conditions. Supervised Pretrial Release provides defendant monitoring and enforcement of court-ordered conditions of jail release. Drug & Alcohol Testing administers court-ordered urinalysis and alcohol testing to County Probation offenders and SPTR defendants.

On December 24, 2017, the Board formally adopted the FY 2017-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 "Doris 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 (OIDA) participated in Court hearings held during the fifth annual Veterans Stand Down event by providing pretrial and probation services for homeless 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 October 2018, the Board adopted a legislative priority in support of offender re-entry programs available in Leon County and submitted a legislative funding request for FY 2019-2020. While the legislature did not approve the funding request, Leon County continues to support re-entry programs such as the Bethel Ready4Work Program and Disc Village's Leveraging Intervention for Transformations (LIFT) Program. In FY 2018-2019, the Board allocated more than $100,000 to these programs to assist offenders with transitioning from custody back into the community with immediate and basic needs such as food, clothing, and shelter to more long-range services including life skills and vocational training, job placement assistance, behavioral health and/or substance abuse counseling or other primary healthcare services. The objective of these programs is to assist all citizens in attaining a better quality of life and reducing factors which may be impacting criminal activity.

With funds allocated through the Doris Slosberg Fund, a total of 883 students from five public high schools received road driving experience from a certified driver's education instructor.

The Office of Intervention and Detention Alternatives staff were awarded the Employee I2 (Innovator/Inspirator) Award Program for partnering with the Department of Corrections and U.S. Probation to host the second bi-annual Employment and Community Resource Fair to connect current and former offenders with local employers.

Leon County Fiscal Year 2020 Adopted Budget

Office of Intervention & Detention Alternatives Business Plan

Mission Statement

The mission of the Leon County Office of Intervention and Detention Alternatives is to provide information to the courts, which support judicial custody release decisions, and provide alternatives to incarceration to persons accused of crimes and offenders, which hold them accountable, improve their ability to live lawfully and productively in the community, enhance the overall administration of justice, and support community safety and well-being.

Strategic Priorities

Governance

- G4 – Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's core practices.

Quality of Life

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

Strategic Initiatives

October 1, 2017 – September 30, 2021

1. Identify and evaluate pretrial alternatives to incarceration for low level and non-violent offenders through regional partnerships and state and national efforts, including data-driven justice initiatives. (Q4)	Ongoing / Complete
2. Continue to evaluate the effectiveness of our existing County supported re-entry programs, explore other opportunities to further enhance re-entry efforts, and work with the Supervisor of Elections to assist former felons with registering to vote. (Q4)	Ongoing / Complete

Actions

1. A.) Continued participation in Data Driven Justice biweekly telephone conferences. (Q4)	Pretrial Release, Probation
B.) OIDA staff participated in the Best Practices Implementation Academy sponsored by the Substance Abuse and Mental Health Services Administration (SAMHSA) to learn about programs throughout the nation focused on reducing the number of individuals with substance abuse and mental health behaviors in the criminal justice system. (Q4)	Pretrial Release, Probation, Drug and Alcohol Testing Division (DATD)
C.) OIDA staff completed training and certification to administer the Ohio Risk Assessment System with emphasis on the Pretrial Assessment Tool to assist in judicial decisions on release from custody and the Community Supervision Tool to develop case management plans and evaluate Veterans Treatment Court participants. (Q4)	Pretrial Release, Probation
D.) OIDA staff in partnership with criminal justice and behavioral health stakeholders developed a Strategic Intercept Map (SIM) identifying programs and resources available in the community to assist individuals with mental illness at each step in the criminal justice system from pre-arrest to reentry into the community. (Q4)	Pretrial Release, Probation
2. A.) Partnered with Career Source Capital Region to refer Veterans Treatment Court participants to the Disabled Veterans Outreach Program for intensive focused case management services for veterans with barriers to employment. (Q4)	Pretrial Release, Probation
B.) Working with Supervisor of Elections to assist former felons to register to vote. (Q4)	Pretrial Release, Probation

Leon County Fiscal Year 2020 Adopted Budget

Office of Intervention & Detention Alternatives

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	2,056,382	2,220,889	2,261,077	-	2,261,077	2,341,753
Operating	389,938	500,242	499,092	150,294	649,386	649,481
Capital Outlay	-	-	3,200	-	3,200	200
Grants-in-Aid	247,759	247,759	247,759	-	247,759	247,759
Total Budgetary Costs	2,694,078	2,968,890	3,011,128	150,294	3,161,422	3,239,193

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
County Probation	1,451,651	1,585,176	1,590,954	-	1,590,954	1,633,134
Supervised Pretrial Release	1,116,307	1,229,551	1,249,825	150,294	1,400,119	1,431,829
Drug & Alcohol Testing	126,120	154,163	170,349	-	170,349	174,230
Total Budget	2,694,078	2,968,890	3,011,128	150,294	3,161,422	3,239,193

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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	2,346,319	2,621,131	2,663,369	150,294	2,813,663	2,891,434
Total Revenues	2,694,078	2,968,890	3,011,128	150,294	3,161,422	3,239,193

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
County Probation	16.00	16.00	16.00	-	16.00	16.00
Drug & Alcohol Testing	2.00	2.00	2.00	-	2.00	2.00
Supervised Pretrial Release	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalents (FTE)	32.00	32.00	32.00	-	32.00	32.00

County Probation (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	1. Supervise and monitor offenders' compliance with court ordered sentencing conditions, such as random drug and alcohol testing, participation in behavior modification programs, meetings with probation officers, not re-offending, and payment of restitution, fees and other court imposed costs. Offenders may be sentenced to County Probation for misdemeanor, traffic and some felony offenses. 2. Execute affidavits of conditions violated to notify the courts when offenders violate court-ordered conditions. 3. Attend court hearings and make recommendations to judges regarding sanctions to be imposed upon offenders who violate court-ordered conditions. 4. Administer Community Service and County Probation work programs, which provide sentencing alternatives and reduce jail population. 5. Administer random alcohol testing to defendants with court orders to abstain. 6. Notify the Sheriff's Bailiffs to execute in-office arrests of offenders with outstanding warrants when they are in the Probation Office. 7. Send more than 2,000 letters annually to notify offenders of their probation status to assist them in successfully completing their sentences. 8. Maintain new cases as assigned by the courts with no loss of jurisdiction. 9. Notify the Clerk of Courts when offenders complete their terms of probation so case records may be closed.
Statutory Responsibilities	Second Circuit Court Administrative Order, 86-60; Florida Statute, Chapter 948; Assist in meeting County responsibilities for prisoners under Florida Statute, Chapter 951 (County and Municipal Prisoners) through probation and supervised pretrial release services, which are lower cost alternatives to incarceration.
Advisory Board	Criminal Justice Coordinating Council; Public Safety Coordinating Council; Domestic Violence Coordinating Council; Mental Health Advisory Board; Florida Association of Community Corrections

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G4, Q4	Annual average workload hours per Probation Officer per month, per case based upon offender risk factors and blended caseload.	1.31	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 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
G4, Q4	Average End of Month number of hours per case, per Probation Officer[1]	1.36	1.31	1.44	1.46
G4, Q4	Utilize intervention strategies to minimize technical violations to no more than 20% of the total supervised.[2]	21%	23%	22%	34%
Q4	Schedule Work Program participants to defer Division of Operations labor costs by no less than $100K annually (based upon min. wage only).[3]	$193,169	$170,430	$117,480	$104,751
Q4	Monitor participants to ensure they complete no less than 70% of the court ordered Work Program days assigned.[4]	76%	76%	74%	74%
Q4	Schedule community service participants to ensure the equivalent of no less than 20 FTE's available to Non-Profit Agencies.[5]	24	24	23	21

Notes:
1. The Division continues to utilize automation to perform case management tasks below the APPA benchmark for monthly hours allocated per blended caseload.
2. The Division anticipates a significant (11%) increase in the number of overall technical violation due to the current trend of violation among high risk offenders. Pre and post arrest diversion programs are successfully reducing the number of low risk offenders sentenced to probation.
3. The Division anticipates a 31% decrease from FY18 actuals and continued decrease of 11% in FY20 in deferred labor costs due to a decline in the number of Work Program (WP) days completed. This can be attributed to fewer offenders being required to perform work program days as a condition of sentencing and administrative changes to the State Attorney's Diversion Program. Based on current data, the division anticipates the number of assigned work days to stabilize as reflected in FY20 estimates.
4. The Division anticipates a 2% decrease in the number of participants successfully completing assigned Work Program days from FY18 actuals and based on current data the percentage is expected to remain consistent in FY20.
5. The number of court-ordered assignments to probation remained level in FY 2018 with future estimates reflecting a trending decrease in participants expected to be court ordered to perform community service hours.

County Probation Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,074,250	1,197,487	1,204,175	-	1,204,175	1,246,296
Operating	129,642	139,930	139,020	-	139,020	139,079
Grants-in-Aid	247,759	247,759	247,759	-	247,759	247,759
Total Budgetary Costs	1,451,651	1,585,176	1,590,954	-	1,590,954	1,633,134

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
County Probation (111-542-523)	1,103,892	1,237,417	1,243,195	-	1,243,195	1,285,375
Diversionary 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	1,451,651	1,585,176	1,590,954	-	1,590,954	1,633,134

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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	1,103,892	1,237,417	1,243,195	-	1,243,195	1,285,375
Total Revenues	1,451,651	1,585,176	1,590,954	-	1,590,954	1,633,134

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
County Probation	16.00	16.00	16.00	-	16.00	16.00
Total Full-Time Equivalents (FTE)	16.00	16.00	16.00	-	16.00	16.00

County Probation - Line Item - Detention/Correction (001-888-523)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2020 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.

County Probation - Diversionary Programs (110-508-569)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2020 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.

County Probation - County Probation (111-542-523)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,074,250	1,197,487	1,204,175	-	1,204,175	1,246,296
Operating	29,642	39,930	39,020	-	39,020	39,079
Total Budgetary Costs	1,103,892	1,237,417	1,243,195	-	1,243,195	1,285,375

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
111 Probation Services	1,103,892	1,237,417	1,243,195	-	1,243,195	1,285,375
Total Revenues	1,103,892	1,237,417	1,243,195	-	1,243,195	1,285,375

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Director, Office of IDA	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/Pre-trial Officer II (GPS)	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 2020 County Probation budget are as follows:

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

Decreases to Program Funding:
1. Decrease in operating of $910 due to eliminating the shredding contract for confidential documents, which was realigned to Supervised Pretrial Release program.

Supervised Pretrial Release – Pretrial Release (111-544-523)

Goal	The goal of the Supervised Pretrial Release Division (SPTR) is to hold defendants accountable, improve their ability to live lawfully and productively in the community, and enhance the overall administration of justice and support community safety and well-being.
Core Objectives	1. Screen and interview 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 2019-05-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.

Supervised Pretrial Release – Pretrial Release (111-544-523)

	Performance Measures				
Priorities	**Performance Measures**	**FY 2017 Actuals**	**FY 2018 Actuals**	**FY 2019 Estimate**	**FY 2020 Estimate**
G4, Q4	Average End of Month number of hours per case, per Pretrial Officer[1]	.94	.94	.90	.83
G4,Q4	Utilize intervention strategies to minimize technical violations (OTSC) to no more than 10% of the total supervised. [2]	8%	9%	9%	10%
G4,Q4	Utilize intervention strategies to ensure no fewer than 80% of defendants supervised successfully complete pretrial.[3]	78%	77%	78%	76%
Q4	Divert jail operating costs by no less than $10 million by promoting and utilizing supervised pretrial alternatives. [4]	$13.4	$14.2	$16.0	$18.2

Notes:

1. The Division experienced an 16% increase in the number of defendants supervised by the program and based on current trends anticipates 20% continued growth in FY20. To address the increased number of assignments by the courts, one FTE was re-assigned to the Supervised Pretrial Release Division in FY18 and one additional FTE was re-assigned in FY19.
2. The Division anticipates a 1% overall increase in technical violations due to estimated 36 additional violations with 28% of those being in the moderate to high risk caseloads.
3. The Division experienced a nominal decrease in the number of defendants successfully completing pretrial supervision due to an increase in technical violations among moderate to high risk offenders.
4. The Division experienced a 16% increase over FY18 in the number of defendants assigned to the program and anticipate a minimum 20% increase in FY20 resulting in increased costs savings for based as a result of defendants being released from the detention facility.

Supervised Pretrial Release Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	891,783	915,949	933,368	-	933,368	968,047
Operating	224,524	313,602	313,257	150,294	463,551	463,582
Capital Outlay	-	-	3,200	-	3,200	200
Total Budgetary Costs	1,116,307	1,229,551	1,249,825	150,294	1,400,119	1,431,829

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Pretrial Release (111-544-523)	1,116,307	1,229,551	1,249,825	150,294	1,400,119	1,431,829
Total Budget	1,116,307	1,229,551	1,249,825	150,294	1,400,119	1,431,829

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
111 Probation Services	1,116,307	1,229,551	1,249,825	150,294	1,400,119	1,431,829
Total Revenues	1,116,307	1,229,551	1,249,825	150,294	1,400,119	1,431,829

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Pretrial Release	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalents (FTE)	14.00	14.00	14.00	-	14.00	14.00

Supervised Pretrial Release - Pretrial Release (111-544-523)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	891,783	915,949	933,368	-	933,368	968,047
Operating	224,524	313,602	313,257	150,294	463,551	463,582
Capital Outlay	-	-	3,200	-	3,200	200
Total Budgetary Costs	1,116,307	1,229,551	1,249,825	150,294	1,400,119	1,431,829

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
111 Probation Services	1,116,307	1,229,551	1,249,825	150,294	1,400,119	1,431,829
Total Revenues	1,116,307	1,229,551	1,249,825	150,294	1,400,119	1,431,829

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Pre-Trial Supervisor	1.00	1.00	1.00	-	1.00	1.00
Probation/Pre-trial Officer II (GPS)	8.00	8.00	8.00	-	8.00	8.00
Senior Probation/Pretrial Officer	1.00	1.00	1.00	-	1.00	1.00
Drug Screening Technician	1.00	1.00	1.00	-	1.00	1.00
Assistant Drug Screening Coordinator	1.00	1.00	1.00	-	1.00	1.00
Pre-Trial Technician	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	14.00	14.00	14.00	-	14.00	14.00

The major variances for the FY 2020 Pretrial Release budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual Services increase in the amount to $150,294 is associated with a new contract for global positioning satellite (GPS) monitoring and transdermal alcohol detection (TAD) as alternatives to incarceration for pre and post sentence offenders. The total contract amounts to $360,000.
3. Capital Outlay increase in the amount of $3,200 is the result of terminating a shredding contract and moving the assignment in-house. Funding that was previously dedicated to the contract is being realigned from Probation and Pretrial to help cover the cost of the purchase.

Drug & Alcohol Testing (111-599-523)

Goal	The goal of the Leon County Drug and Alcohol Testing Division is to assist county departments, the judicial system and other agencies in creating a safe and secure environment free from the adverse effects caused by abuse or misuse of alcohol and drugs.
Core Objectives	1. Administer random urinalysis and alcohol breath tests to defendants and offenders with court-ordered conditions to 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 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Q4	Number of alcohol tests administered annually to court ordered defendants[1]	15,601	14,206	15,563	14,271
Q4	Number of urinalysis tests administered annually to court ordered defendants[2]	11,475	11,873	11,722	10,842
G4, Q4	Number of urinalysis collections performed annually for other agencies[3]	464	540	466	348
G4, Q4	Number of DOT alcohol tests administered annually[4]	20	17	15	14
Q4	Fees collected for alcohol tests[5]	$88,683	$92,303	$103,152	$62,664
Q4	Fees collected for urinalysis tests[6]	$167,463	$145,580	$152,609	$147,919

Notes:

1. The Division anticipates an 9% decrease from the number of tests estimated for FY20 vs. FY19 estimates due to fewer post sentence assignments and less frequent testing requirements by the court.
2. The Division anticipates an 8% decrease from the number of tests estimated for FY20 vs. FY19 due to fewer post sentence assignments and the cyclical participant levels of Veterans Treatment Court which requires more frequent urinalysis testing.
3. The number of urinalysis tests performed for other agencies is estimated to decline by 35% from FY 2018 and 25% from FY 2019 estimates due to services available through private vendors in surrounding counties.
4. Random DOT (Department of Transportation) alcohol tests are administered at the discretion of the Risk Manager.
5. The Division anticipates a 32% decrease in alcohol testing fees from FY 2018 and 39% decrease from FY 2019 estimates due to a 28% decline in the average number of defendants monitored by SCRAM (Secure Continuous Remote Alcohol Monitoring) each month.
6. Due to an increase in the court approved fee accruals, DATD experienced a 13% decrease in fees collected for urinalysis tests in FY18. The Division anticipates a marginal increase in urinalysis testing fees due to the cyclical participant levels of Veterans Treatment Court and the corresponding testing frequency.

Drug & Alcohol Testing (111-599-523)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	90,349	107,453	123,534	-	123,534	127,410
Operating	35,772	46,710	46,815	-	46,815	46,820
Total Budgetary Costs	126,120	154,163	170,349	-	170,349	174,230

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
111 Probation Services	126,120	154,163	170,349	-	170,349	174,230
Total Revenues	126,120	154,163	170,349	-	170,349	174,230

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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

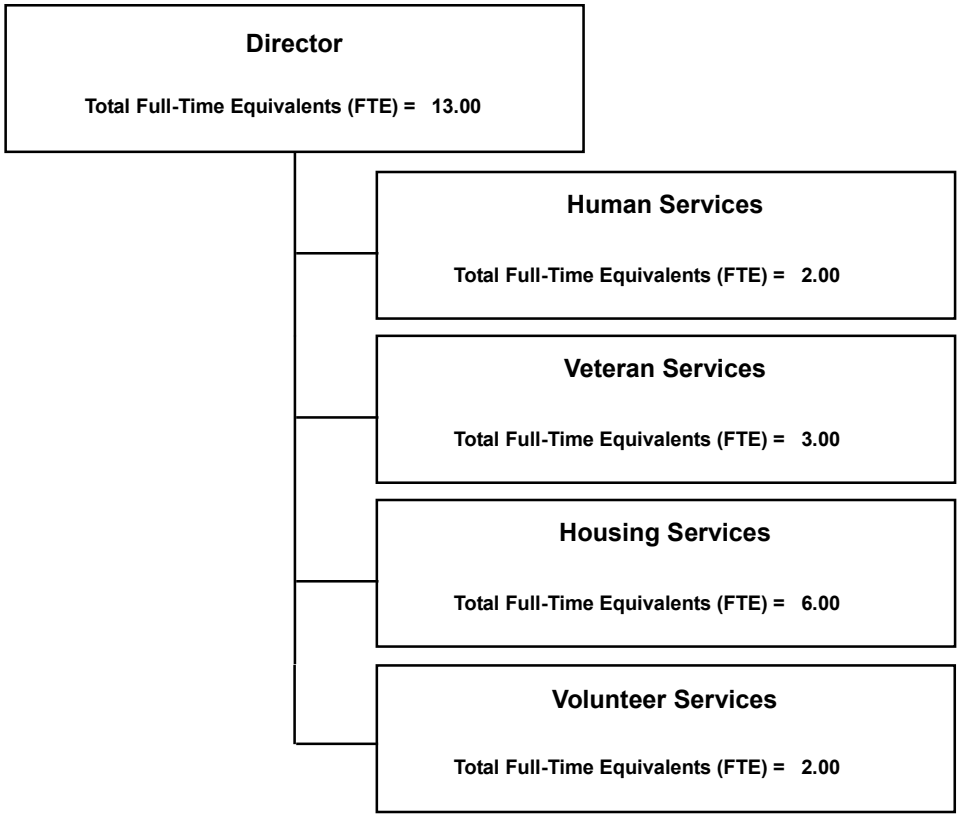
The major variances for the FY 2020 Drug & Alcohol Testing budget are as follows:

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

Office of Human Services & Community Partnerships

Organizational Chart	19 - 2
Executive Summary	19 - 3
Business Plan	19 - 4
Budget Summary	19 - 5
Human Services	19 - 6
Primary Healthcare	19 - 14
Veteran Services	19 - 16
Housing Services	19 - 19
Volunteer Services	19 - 24

Office of Human Services & Community Partnerships



Office of Human Services & Community Partnerships

Executive Summary

The Office of Human Services and Community Partnerships section of the Leon County FY 2020 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 FY 2017-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 implement multiple strategies aimed at meeting the housing needs of extremely low to moderate income households. Housing Services primary program types include: emergency short term & permanent housing repair, home rehabilitation, home replacement, down payment assistance, home counseling, and disaster mitigation services to the citizens of unincorporated Leon County. Through these programs, which include partnerships with community stakeholders, Housing Services facilitated the completion of more than 70 projects and invested nearly $1,000,000 in FY 2019.

Human Services provides oversight to the human services activities for Leon County residents consistent with State mandates, Board policies, and Leon County's mission. Human Services administers the funding for Medicaid, Child Protection Exams, Baker Act, mental health, tubercular care, direct emergency assistance, and indigent burial programs. The division is also responsible for overseeing the County's participation in the Community Human Services Partnership (CHSP). In FY 2019, the Board increased its CHSP funding by $100,000 for a total of $1.3 million to support for human services agencies in Leon County. The Board also engaged a consultant to conduct a comprehensive humans services needs assessment to identify the areas of highest human needs in the community. The study is expected to result in recommendations to address reevaluation of the existing CHSP human categories and associated funding allocations. In addition, the study will recommend potential uniform outcome measures for each category to evaluate the effectiveness of CHSP funded programs.

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. In FY 2019, $597,942 in Low Income Pool match dollars was used from the Primary Healthcare Providers Pool and Baker/Marchman funding for CareNet providers to access an additional $1,042,604 in funding for primary and mental healthcare services for uninsured residents.

Veteran Services is responsible for administering the County Military Grant Program, providing counseling and assistance to veterans and their dependents, processing benefit claims and serves as the Veteran Liaison for the local community. In FY 2019, the Veteran Emergency Assistance Program (VEAP) was returned to in-house administration by Veteran Services staff. 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 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 four to six-week period.

Leon County Fiscal Year 2020 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.

Governance

- G1 – Sustain a culture of transparency, accessibility, civility, and the highest standards of public service.
- G5 – Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner.

Strategic Initiatives

October 1, 2017 – September 30, 2021

1.	Work with the City of Tallahassee to develop a new CHSP process in-light of the United Way's decision to conduct a separate funds distribution process. (Q4, G1, G5)	Complete
2.	Implement the Joint County-City Affordable Housing Work Group's recommendations to develop a holistic plan for the redevelopment of a multi-family affordable housing project and identification of additional transitional housing opportunities through community partnerships. (Q4, Q5)	In Progress
3.	Work with community partners to expand appreciation of local veterans including recognition of National Pearl Harbor Remembrance Day. (Q7)	Complete/ Ongoing
4.	Continue County support of primary healthcare through participation in CareNet in order to increase access to affordable healthcare for those in need. (Q4)	Complete/ Ongoing
5.	Enhance partnership with CareerSource to increase job and economic opportunities for local veterans. (Q7)	In Progress
6.	Conduct a comprehensive human service needs assessment in order to align CHSP funding with the highest human services needs in the community. (Q4)	In Progress

Actions

1.	Worked with the City of Tallahassee to draft a new Memorandum of Understanding for the allocation of CHSP funds.	Human Services
2.	Through a competitive process, selected Tallahassee Lender's Consortium to serve as a Community Land Trust in order to create additional afforadable housing opportunities.	Housing Services
3.	Host in partnership with the Honor Flight Tallahassee, the Honor Flight Reunion Dinner recognizing National Pearl Harbor Rememberance Day.	Veteran Services
4.	Consideration of FY 2020 funding for the Carenet Program.	Primary Healthcare
5.	Establish procedures with Human Resources to connect Veterans that apply for a County position with Veteran Services to ensure access available to local, state and federal benefits. (Q7)	Veteran Services
6.	Present the results of the comprehensive human service needs assessment to the Board in Fall 2019.	Human Services

Five-YearTargets 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	FY 2019[1]	FY 2020	FY 2021	Total
Veteran Affairs Benefits[2]	$38,604,146	$18,492,095	$22,821,263	$23,676,120	TBD	$ 103,593,624

Notes:

1. The reporting for FY 2019 are estimates only. At the time this document was published, the fiscal year for 2019 was not yet complete by the VA, so actual reporting was unavailable. Updated will be provided in the FY 2021 Budget.
2. 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 the summer of 2020. Utilizing a much more aggressive outreach effort will be a primary strategy to serve more customers and create a larger impact on the dollars VA spends in Leon County.

Leon County Fiscal Year 2020 Adopted Budget

Office of Human Services & Community Partnerships

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	899,548	1,009,857	1,043,179	15,000	1,058,179	1,093,446
Operating	2,375,683	2,554,042	2,557,945	56,354	2,614,299	2,614,340
Transportation	205	2,500	1,566	-	1,566	1,566
Grants-in-Aid	6,062,476	5,425,164	5,532,840	262,809	5,795,649	5,727,467
Total Budgetary Costs	9,337,912	8,991,563	9,135,530	334,163	9,469,693	9,436,819

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Human Services	7,453,186	7,699,865	7,806,497	314,663	8,121,160	8,233,662
Veteran Services	329,351	358,013	371,598	-	371,598	377,273
Housing Services	1,362,895	726,426	745,596	15,000	760,596	603,047
Volunteer Services	192,480	207,259	211,839	4,500	216,339	222,837
Total Budget	9,337,912	8,991,563	9,135,530	334,163	9,469,693	9,436,819

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	8,328,420	8,824,240	8,960,530	334,163	9,294,693	9,436,819
124 SHIP Trust	809,492	167,323	175,000	-	175,000	-
140 Municipal Service	200,000	-	-	-	-	-
Total Revenues	9,337,912	8,991,563	9,135,530	334,163	9,469,693	9,436,819

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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

Human Services Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	126,286	132,551	145,184	-	145,184	150,868
Operating	2,255,187	2,460,373	2,454,373	51,854	2,506,227	2,506,227
Grants-in-Aid	5,071,712	5,106,941	5,206,940	262,809	5,469,749	5,576,567
Total Budgetary Costs	7,453,186	7,699,865	7,806,497	314,663	8,121,160	8,233,662

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Baker Act & Marchman Act (001-370-563)	584,976	638,156	638,156	-	638,156	638,156
CHSP & Emergency Assistance (001-370-569)	1,256,181	1,370,293	1,480,524	-	1,480,524	1,483,122
Health Department (001-190-562)	237,345	237,345	237,345	-	237,345	237,345
Medicaid & Indigent Burials (001-370-564)	2,946,599	3,101,226	3,101,225	234,447	3,335,672	3,433,810
Medical Examiner (001-370-527)	480,998	460,225	460,225	80,216	540,441	549,121
Primary Health Care (001-971-562)	1,693,836	1,831,620	1,828,022	-	1,828,022	1,831,108
Primary Health Care-Trauma Center (140-971-562)	200,000	-	-	-	-	-
Tubercular Care & Child Protection Exams (001-370-562)	53,250	61,000	61,000	-	61,000	61,000
Total Budget	7,453,186	7,699,865	7,806,497	314,663	8,121,160	8,233,662

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	7,253,186	7,699,865	7,806,497	314,663	8,121,160	8,233,662
140 Municipal Service	200,000	-	-	-	-	-
Total Revenues	7,453,186	7,699,865	7,806,497	314,663	8,121,160	8,233,662

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
CHSP & Emergency Assistance	1.00	1.00	1.00	-	1.00	1.00
Primary Health Care	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	2.00	2.00	2.00	-	2.00	2.00

Human Services (001-370-527,562,563,564,569)

Goal	To serve as a safety net to enhance the quality of life for residents by providing resources, access to social services, and short-term financial assistance.
Core Objectives	1. Ensure compliance with the following mandated programs and services through the provision of administrative and fiscal oversight: ▪ Indigent Burial, which covers the costs of burial for unclaimed bodies and indigent persons; ▪ Child Protection Exams, which provides funding for alleged victims of abuse or neglect; and ▪ Medical Examiner's Office. 2. Reduce homelessness and hunger; and enhance health and safety through the provision of financial support from the Direct Emergency Assistance Program (DEAP). 3. Administer the Community Human Service Partnership Program (CHSP) which is an innovative collaboration between Leon County and the City of Tallahassee to effectively distribute community funds for human services throughout Leon County.
Statutory Responsibilities	**Florida Statute 406.50** mandates that Leon County is responsible for the burial of any dead human body that is unclaimed or indigent. **Florida Statute 39.304(5)** requires county governments to pay exam costs for children who are alleged to have been abused, abandoned, or neglected. **Florida Statute 406.08** requires county governments to pay the Medical Examiner the costs of fees, salaries, and expenses; transportation; and facilities.
Advisory Board	None

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimates	FY 2020 Estimates
Q4	Number of disposition services provided for indigent, unclaimed, or unidentified persons through the Indigent Burial Program.	43	52	50	50
Q4	Number of child protection exams paid.	196	160	200	200
Q4	Number of families served by the Direct Emergency Assistance Program (DEAP).[1]	298	5	100	100
Q4	Number of CHSP agencies funded.[2]	N/A	50	50	55

Notes:

1. Due to a policy change of the Salvation Army, the County contracted with Capital Area Community Action Agency in May 2018 to administer the DEAP program for the remainder of the year. Progress was delayed due to County staff having to conduct trainings on eligibility screening protocol.
2. This is a new performance measure for Human Services, created for the FY19 budget cycle. Figures for FY 2017 are not applicable. However, 50 CHSP agencies were funded in FY 2018 with an estimated increase in FY 2020.

Human Services - Health Department (001-190-562)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Grants-in-Aid	237,345	237,345	237,345	-	237,345	237,345
Total Budgetary Costs	237,345	237,345	237,345	-	237,345	237,345

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	237,345	237,345	237,345	-	237,345	237,345
Total Revenues	237,345	237,345	237,345	-	237,345	237,345

The FY 2020 Health Department budget is recommended at the same funding level as the previous fiscal year.

Human Services - Medical Examiner (001-370-527)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	-	54,605	54,605	51,854	106,459	106,459
Grants-in-Aid	480,998	405,620	405,620	28,362	433,982	442,662
Total Budgetary Costs	480,998	460,225	460,225	80,216	540,441	549,121

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	480,998	460,225	460,225	80,216	540,441	549,121
Total Revenues	480,998	460,225	460,225	80,216	540,441	549,121

The major variances for the FY 2020 Medical Examiner budget are as follows:

Increases to Program Funding:
1. Additional $51,854 is associated with biomedical waste disposal, laundry services, morgue supplies and increased operating costs for the Medical Examiner. In a full year of operation at the Medical Examiner Facility, those costs are recovered by a morgue use facility fee for the counties in the Medical Examiner district using the Medical Examiner Facility.
2. An increase in the Medical Examiner Contract ($28,362) to cover autopsy services and pathology.

Human Services - Tubercular Care & Child Protection Exams (001-370-562)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Grants-in-Aid	53,250	61,000	61,000	-	61,000	61,000
Total Budgetary Costs	53,250	61,000	61,000	-	61,000	61,000

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	53,250	61,000	61,000	-	61,000	61,000
Total Revenues	53,250	61,000	61,000	-	61,000	61,000

The FY 2020 Tubercular Care & Child Protection Exams budget is recommended at the same funding level as the previous year.

Human Services - Baker Act & Marchman Act (001-370-563)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	584,976	638,156	638,156	-	638,156	638,156
Total Budgetary Costs	584,976	638,156	638,156	-	638,156	638,156

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	584,976	638,156	638,156	-	638,156	638,156
Total Revenues	584,976	638,156	638,156	-	638,156	638,156

The FY 2020 Baker Act & Marchman Act budget is recommended at the same funding level as the previous fiscal year.

Human Services - Medicaid & Indigent Burials (001-370-564)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Grants-in-Aid	2,946,599	3,101,226	3,101,225	234,447	3,335,672	3,433,810
Total Budgetary Costs	2,946,599	3,101,226	3,101,225	234,447	3,335,672	3,433,810

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	2,946,599	3,101,226	3,101,225	234,447	3,335,672	3,433,810
Total Revenues	2,946,599	3,101,226	3,101,225	234,447	3,335,672	3,433,810

The major variances for the FY 2020 Medicaid & Indigent Burials are as follows:

1. The County's portion of State Medicaid increase by $234,447 as required by State statute.

Human Services - CHSP & Emergency Assistance (001-370-569)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	52,474	55,293	65,524	-	65,524	68,122
Operating	50,187	13,250	13,250	-	13,250	13,250
Grants-in-Aid	1,153,520	1,301,750	1,401,750	-	1,401,750	1,401,750
Total Budgetary Costs	1,256,181	1,370,293	1,480,524	-	1,480,524	1,483,122

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	1,256,181	1,370,293	1,480,524	-	1,480,524	1,483,122
Total Revenues	1,256,181	1,370,293	1,480,524	-	1,480,524	1,483,122

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2020 Community Human Services Partnership & Emergency Assistance budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Grants-in-Aid increase in the amount of $100,000 associated with increased funding for the Community Human Services Partnership Program (C.H.S.P.) for the two-year grant cycle FY 2019-2020 approved at the September 18, 2018 Board meeting.

Primary Healthcare (001-971-562)

Goal	To improve the health of citizens by providing quality and cost-effective health services through collaborative community partnerships.
Core Objectives	1. Collaborate with CareNet partners for the provision of healthcare services for uninsured and financially indigent residents. 2. Partner with CareNet and other community agencies to pursue opportunities to leverage county funding and resources to expand access to healthcare. 3. Provide administrative and fiduciary oversight to ensure program and contract compliance. 4. Collaborate with CareNet partners and other community partners to achieve program goals. 5. Ensure compliance with the following mandated programs and services through the provision of administrative and fiscal oversight: • Medicaid, which covers nursing home and hospital stays for eligible residents; • Health Care Responsibility Act, which funds care for indigent Leon County residents treated for emergency health care in another Florida county; • Baker Act, which funds Leon County's match for the stabilization, temporary detention, and evaluation services for short-term mental health inpatient programs; • Mental Health, Substance Abuse and Alcohol, which funds Leon County's match for the Community Mental Health Act and substance abuse programs related to the Marchman Act; and • Tubercular Care, which funds transportation costs for tuberculosis patients for treatment.
Statutory Responsibilities	**Florida Statute 154.011** requires that a county offer primary care services through contracts for Medicaid recipients and other qualified low-income persons. **Florida Statute 409.915** requires county governments to fund a portion of inpatient hospital stays and nursing home expenses incurred by county resident Medicaid recipients. **Florida Statute 154.301-331** (HCRA) requires counties reimburse out-of-county hospitals at the Medicaid per diem rate for emergency care provided to the county's indigent residents. **Florida Statute 394.76** requires that state funds expended for mental health, alcohol, and drug abuse be matched on a 75 to 25 state to local basis. **Florida Statute 392.68** requires county governments to pay all fees, mileage, and charges to sheriff for the transport of tuberculosis patients.
Advisory Board	None

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimates	FY 2020 Estimates
Q4	Number of healthcare visits residents receive through the Competitive Provider Reimbursement Pool.	9,131	9,270	11,700	11,800
Q4	Value of prescriptions filled by FAMU Pharmacy. [1]	$2,773,629	$3,432,901	$4,900,000	$5,500,000
Q4	Value of specialty medical and dental care provided through We Care[2]	$4,103,549	$4,381,887	$4,300,000	$4,300,000
Q4	Number of Residents receiving specialty medical and dental care provided through We Care.	1,673	1,156	1,200	1,200
Q4	Perform three (3) agency contract compliance review of patient visits	N/A	3	3	3

Notes:

1. The increase in the value is determined by the type of medication and retail values of the prescriptions filled.
2. The estimates are determined by the amount of donated specialty care provided to uninsured patients. The actual value is directly related to the number of patients, type of care, condition of patient, and availability of doctors/dentists.

Human Services - Primary Health Care (001-971-562)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	73,812	77,258	79,660	-	79,660	82,746
Operating	1,620,024	1,754,362	1,748,362	-	1,748,362	1,748,362
Total Budgetary Costs	1,693,836	1,831,620	1,828,022	-	1,828,022	1,831,108

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	1,693,836	1,831,620	1,828,022	-	1,828,022	1,831,108
Total Revenues	1,693,836	1,831,620	1,828,022	-	1,828,022	1,831,108

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2020 Primary Health Care budget are as follows:

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

Decrease to Program Funding:
1. One-time enhancement in the amount of $5,000 in FY 2019 for the Healthcare Management System.

Veteran Services (001-390-553)

Goal	The goal of the Leon County Veteran Services Division is to assist Veterans and their dependents in securing all entitled benefits earned through honorable military service and to advocate for Veterans' interests in the community.
Core Objectives	1. Counsel and assist Veterans and their dependents with processing benefit claims entitled to them through the United States Department of Veterans Affairs (VA) and other government agencies. 2. Assist Veterans and their dependents with VA health care, home loan guaranty, VA life insurance, burial benefits, and military medals/records. 3. Maintain 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	F.S. 292.11 County and City Veteran Service Officer. (1) Each board of county commissioners may employ a county Veteran service officer; provide office space, clerical assistance, and the necessary supplies incidental to providing and maintaining a county service office; and pay said expenses and salaries from the moneys hereinafter provided for.
Advisory Board	Member of the County Veteran Service Officers Association of Florida; Board member of Tallahassee-Leon County Transportation Disadvantaged Coordinating Board; Veterans Events of Tallahassee (VET, Inc.) Executive Board. Tallahassee National Cemetery Committee member, Hospice-Veterans Partnership Committee Board member, Veteran Treatment Court Committee member.

Strategic Plan Bold Goals and Five-Year Targets

Reference	Measure	FY 2017 Actual[1]	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate
BG3	**Secure more than $100 million in Veteran Affairs benefits for Leon County veterans and their families**	**$38,604,146**	**$18,492,095**	**$22,821,263**	**$23,676,120**

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 the summer of 2020. Utilizing a much more aggressive outreach effort will be a primary strategy to serve more customers and create a larger impact on the dollars VA spends in Leon County.

Veteran Services (001-390-553)

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimates	FY 2020 Estimates
Q7	Number of clients served[1]	10,473	6,249	7,100	7,100
Q7	Number of outreach events attended[2]	54	48	31	31
Q7	Number of clients served in the Veterans Resource Center	261	180	175	175
Q7	Dollar amount used through the Military Grant Program[3]	$0	$600	$500	$500
Q7	Dollar amount of Veterans Emergency Assistance Program (VEAP) used[4]	$71,623	$59,368	$100,000	$100,000
Q7	Number of Veterans Emergency Assistance Program (VEAP) provided[4]	258	160	300	300

Note:

1. New federal laws creating presumptive conditions relating to chemical exposure while Veterans were stationed at Camp Lejeune in Jacksonville, North Carolina may create an influx of Veterans requesting to file new disability claims with Leon County Veteran Services.
2. The decrease in outreach is because of a decline in our service requests from outside agencies. Local colleges and universities now have their own Veteran Resource Center staff with Veteran Resource Officers.
3. The decreased dollar amount of the Military Grant program in recent years is the result of a dramatic decrease in Leon County National Guard and Reserve units deployed overseas eligible to claim the grant benefit. Due to the lack of Leon County National Guard and Reserve units deployed this amount is expected to remain low for fiscal years 2019 and 2020.
4. The anticipated increased number of Veterans requesting assistance through the Veterans Emergency Assistance Program (VEAP) is due to the program being administered in-house with the closing of Family Endeavors, the Veteran social services agency that previously administered the program. Fiscal years 2019 and 2020 is expected to be fully expended.

Veteran Services (001-390-553)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	170,971	187,403	200,318	-	200,318	205,982
Operating	10,245	19,710	20,380	-	20,380	20,391
Grants-in-Aid	148,134	150,900	150,900	-	150,900	150,900
Total Budgetary Costs	329,351	358,013	371,598	-	371,598	377,273

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	329,351	358,013	371,598	-	371,598	377,273
Total Revenues	329,351	358,013	371,598	-	371,598	377,273

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2020 Veteran Services budget are as follows:

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

Housing Services (001-371-569)

Goal	To efficiently and responsibly administer programs and develop community partnerships that preserve and grow the inventory of safe and sanitary affordable housing in unincorporated Leon County.
Core Objectives	1. Administer Affordable Housing Programs include but not limited to: Home Rehabilitation; Home Replacement; Down Payment Assistance (DPA); and Emergency Housing Repair (Short-term and Permanent). 2. Plan, promote and execute affordable housing related events aimed at educating the public, such as Home Expos and Home Buyer Counseling workshops. 3. Seek to continually improve methodologies and efficiencies in serving citizens of Leon County. 4. Support the Joint Count-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. 5. 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. Recommendations were presented to the Board triennially. 6. Provide quarterly grant reports and annual reports detailing affordable housing programs. 7. Participate in and promote Fair Housing Activities; receive and report fair housing complaints. 8. Attend state and local housing events, trainings and conferences to ensure Leon County is aware and in compliance with local, state and federal guidelines.
Statutory Responsibilities	Leon County Code, Chapter 8 Article V, Sections 8-151 thru 8-156 "Direct Implementation of State Housing Initiative Program (SHIP);" Local Housing Assistance Plans (LHAP); Florida Statute Chapter 420 "Housing;" Leon County Code, Chapter 2, Section 2-71 "Implementation:" and Florida Statute Chapter 760.20 "Fair Housing Act"
Advisory Board	Affordable Housing Advisory Committee; Community Development Block Grant (CDBG) Citizens Task Force Advisory Committee.

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimates	FY 2020 Estimates
Q5	Number of clients receiving Purchase Assistance via Interlocal Agreement with Escambia County HFA[1]	65	58	50	50
Q5	Number of clients receiving SHIP Purchase Assistance[1]	N/A	N/A	10	15
Q5	Number of housing units receiving Home Rehabilitation[2]	50	20	20	11
Q5	Number of housing units receiving Home Replacement[3]	10	7	5	3
Q5	Total funding received to support the Affordable Housing Program[4]	$1,720,000	$2,032,504	$287,323	$271,786
Q5	Number of housing units receiving Emergency Housing Repair Assistance[5]	N/A	31	40	50
Q5	Percent of SHIP funding used to assist persons with special needs[6]	49%	66%	30%	20%

Notes:

1. FY19 estimates includes only Down Payment Assistance (DPA) from Leon County instead of all of Florida as in accordance with the Leon County Housing Finance Authority (HFA) Inter-Local Agreement with Escambia County. For FY19 and FY20 estimates, the projected number of 50 clients receiving DPA was based on the HFA Inter-Local Agreement with Escambia County that was successfully marketed through the Division of Housing Services. DPA is also provided through the Tallahassee Lenders Consortium (TLC) using SHIP funds, the relationship was formed by contract in FY19. The estimates and actual figures from FY19 and into the future will be shown as separate performance measures.
2. The estimated decline in Home Rehabilitation projects is a direct by-product of the increase in the number of units receiving Emergency Housing Repair.
3. The estimated decline in Home Replacement projects is due to fiscal constraints; the eligibility criteria for Home Replacement is more significant than that for rehabilitation projects. After working through the entire list of replacement projects in FY19, it is expected that the Division will actively focus on completing the rehabilitation projects awaiting commencement, thereby stretching resources to assist more residents.
4. SHIP funding: FY 2017 - TOTAL $719,466 (Allocation $620,721; Disaster Fund $29,652; Housing Counseling $13,899; and Program Income $55,194); FY 2018 - TOTAL $514,792 (Allocation $427,938 and Program Income $86,854); FY 2019 - TOTAL $291,786 (Allocation $167,323 and estimated Program Income $120,000); and FY 2020 - (Allocation $171,786 and estimated Program Income $100,000). Program income is the earned interest from the SHIP Trust Fund and/or SHIP loan repayments. The FY17 and FY18 actuals include three SHIP allocations – starting in FY19, only the allocation amount received for the applicable fiscal year will be reported. SHIP funds must be expended within two years after the end of the State fiscal year in which they are received.
5. The Division has been primarily focused upon serving citizens experiencing emergent housing needs that pose a health or structural risk. Through SHIP and partnership with the HFA, additional funding is being used to support the growth of the program.
6. While hard to predict who will apply for assistance, this metric is based on the SHIP Florida Statue 420.9075 requirement that a minimum of 20% of the local housing distribution be used to serve persons with Special Needs.

Housing Services Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	426,587	505,922	510,351	15,000	525,351	542,776
Operating	93,473	50,681	58,679	-	58,679	58,705
Transportation	205	2,500	1,566	-	1,566	1,566
Grants-in-Aid	842,630	167,323	175,000	-	175,000	-
Total Budgetary Costs	1,362,895	726,426	745,596	15,000	760,596	603,047

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Housing Services (001-371-569)	553,403	559,103	570,596	15,000	585,596	603,047
SHIP 2014-2017 (124-932047-554)	10,762	-	-	-	-	-
SHIP 2015-2018 (124-932048-554)	486,730	-	-	-	-	-
SHIP 2016-2019 (124-932049-554)	161,750	-	-	-	-	-
SHIP 2017-2020 (124-932052-554)	143,250	-	-	-	-	-
SHIP 2018-2021 (124-932053-554)	-	167,323	-	-	-	-
SHIP 2019-2022 (124-932054-554)	-	-	175,000	-	175,000	-
SHIP Housing Counseling Fund (124-932051-554)	7,000	-	-	-	-	-
Total Budget	1,362,895	726,426	745,596	15,000	760,596	603,047

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	553,403	559,103	570,596	15,000	585,596	603,047
124 SHIP Trust	809,492	167,323	175,000	-	175,000	-
Total Revenues	1,362,895	726,426	745,596	15,000	760,596	603,047

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Housing Services	6.00	6.00	6.00	-	6.00	6.00
Total Full-Time Equivalents (FTE)	6.00	6.00	6.00	-	6.00	6.00

Housing Services - Housing Services (001-371-569)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	426,587	505,922	510,351	15,000	525,351	542,776
Operating	93,473	50,681	58,679	-	58,679	58,705
Transportation	205	2,500	1,566	-	1,566	1,566
Grants-in-Aid	33,138	-	-	-	-	-
Total Budgetary Costs	553,403	559,103	570,596	15,000	585,596	603,047

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	553,403	559,103	570,596	15,000	585,596	603,047
Total Revenues	553,403	559,103	570,596	15,000	585,596	603,047

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Director of HSCP	1.00	1.00	1.00	-	1.00	1.00
Housing Services Manager	1.00	1.00	1.00	-	1.00	1.00
Housing Rehabilitation Specialist	1.00	1.00	1.00	-	1.00	1.00
Housing Services Specialist	1.00	1.00	1.00	-	1.00	1.00
Financial Compliance Manager	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	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 2020 Housing Services budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Additional OPS funding for a part-time Records Technician in the amount of $15,000 which is funded through allowable SHIP administrative charges provided by the grant.
3. As approved at the June 28, 2019 meeting, $5,000 for membership to the Housing Leadership Council as recommended by the Affordable Housing Workgroup
4. $2,673 increase to operating for additional communications cost.

Housing Services - SHIP 2018-2021 (124-932053-554)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Grants-in-Aid	-	167,323	-	-	-	-
Total Budgetary Costs	-	167,323	-	-	-	-

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
124 SHIP Trust	-	167,323	-	-	-	-
Total Revenues	-	167,323	-	-	-	-

Housing Services - SHIP 2019-2022 (124-932054-554)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Grants-in-Aid	-	-	175,000	-	175,000	-
Total Budgetary Costs	-	-	175,000	-	175,000	-

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
124 SHIP Trust	-	-	175,000	-	175,000	-
Total Revenues	-	-	175,000	-	175,000	-

The FY 2020 SHIP 2019/2022 Grant is anticipated in the amount of $175,000. This is a $7,677 increase from FY19.

Volunteer Services (001-113-513)

Goal	To empower citizens to answer local needs through volunteerism and community engagement.
Core Objectives	1. Promote volunteerism, build the capacity of local volunteer programs and participate in strategic initiatives that mobilize volunteers from all sectors. 2. Screen, interview, and place volunteers, interns, and court-ordered workers by matching their skills, talents, and interests with Leon County departmental needs. 3. Administers "Volunteer Connection "matching system portal to connect local volunteers with local volunteer opportunities. 4. Coordinate Leon County's internal employee volunteer program in which employees are allowed up to four hours of administrative leave per month to volunteer in community-based organizations. 5. Coordinate the following programs: County Government Internship and Service Learning Program, County Library Volunteer Program, Big Bend Community Organizations Active in Disaster (COAD), Summer Youth Training Program, 9/11 Day of Service, Annual Volunteer Firefighter Firetruck Round-Up.
Statutory Responsibilities	**Florida Statute 252.38 (1)(b)** requires each county to develop a county emergency management plan and program coordinated and consistent with the State Comprehensive Emergency Management Plan and Program requiring the coordination of volunteers and donations.
Advisory Board	None

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimates	FY 2020 Estimates
Q4	Number of citizen volunteers coordinated [1]	5,608	5,770	5,300	5,300
Q4	Number of county departments utilizing volunteers annually	15	15	15	15
Q4	Number of volunteer hours[1]	103,284	90,515	105,000	100,000
Q4	Dollar value of volunteer time	$2,521,012	$2,234,815	$2,500,000	2,400,000

Notes:

1. The FY 2018 increase is associated with the Florida State University Big Event held on March 24, 2018, in which students were mobilized to serve at County libraries and parks and the Salvation Army. Literacy Volunteers reported program changes that they anticipate will result in 40% (approximately 250) reduction in the number of volunteers and a 25 - 50% (approximately 5,500 - 11,000) reduction in volunteer hours beginning in 2019. Hurricane Michael volunteers offset the FY 2019 numbers to some extent.

Volunteer Services (001-113-513)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	175,703	183,981	187,326	-	187,326	193,820
Operating	16,777	23,278	24,513	4,500	29,013	29,017
Total Budgetary Costs	192,480	207,259	211,839	4,500	216,339	222,837

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	192,480	207,259	211,839	4,500	216,339	222,837
Total Revenues	192,480	207,259	211,839	4,500	216,339	222,837

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2020 Volunteer Center budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Promotional activities in the amount of $1,500 for the annual Firetruck Roundup event and $3,000 for the annual Day of Service event.
3. Operating supplies increase in the amount of $1,235 for the annual Build Your Bucket event as well as additional printing costs for special events.

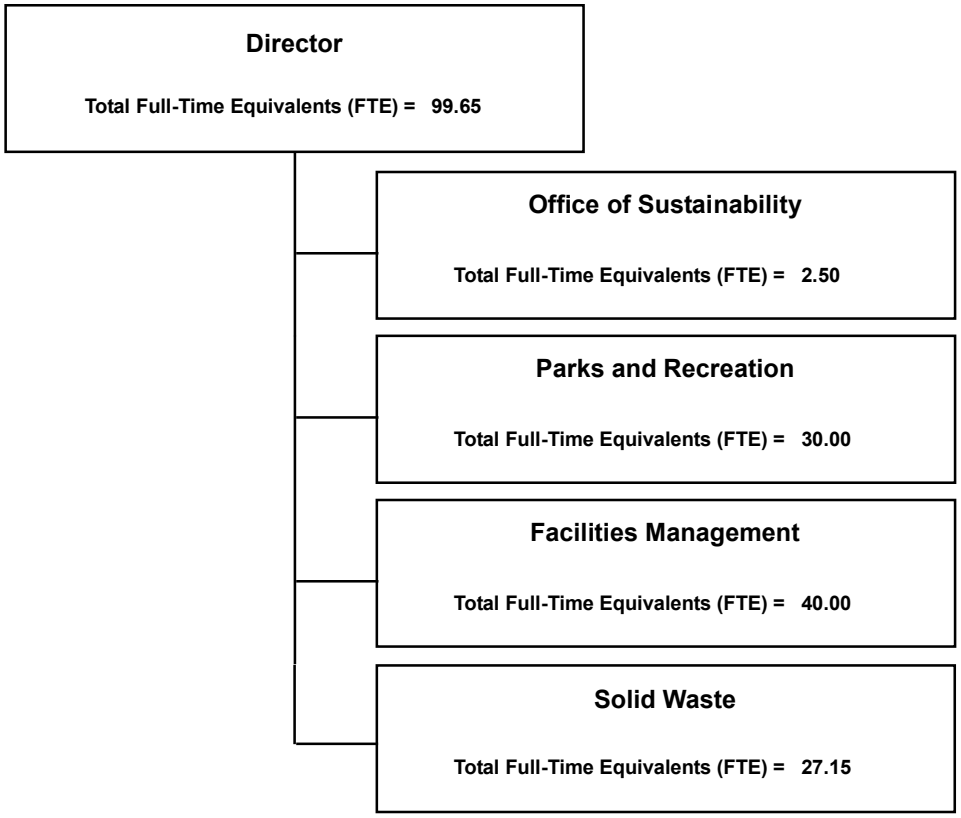
Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Organizational Chart	20 - 2
Executive Summary	20 - 3
Resource Stewardship Business Plan	20 - 4
Office of Resource Stewardship	20 - 7
Office of Sustainability/Recycling Education	20 - 8
Cooperative Extension	20 - 10
Parks and Recreation Services	20 - 13
Facilities Management	20 - 18
Solid Waste	20 - 25

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship



Office of Resource Stewardship

Executive Summary

The Office of Resource Stewardship section of the Leon County FY 2020 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 Resource Stewardship assisting in establishing and maintaining Distribution Centers, points of distribution (PODs) and sandbag locations during Hurricane Michael. The Public Safety Complex (PSC) Facilities Management team ensured the PSC operated flawlessly during Hurricane Michael, providing operations for uninterrupted service of the Emergency Operations Center (EOC). Facilities Management upgraded 2 Air Handlers at the Courthouse and at the Main Library. In addition, Facilities Management refurbished elevator #4 (prisoner elevator) at the Courthouse. Facilities Management relocated Tourist Development Council (TDC) staff at the Welcome Center to the Leon County Government Annex and renovated space on the 5th floor to accommodate staffing needs. Facilities Management and Court Administration jointly worked on providing a Lactation Room to accommodate working mothers during Court cases. Overall, Facilities maintains more than 1,587,470 square feet of space in 157 buildings, parks and garages across Leon County.

The Office of Sustainability conducted the 2019 Sustainable Community Summit which brought more than 160 attendees out to J.R. Alford Greenway to engage in various sustainability topics and give input on the Integrated Sustainability Action Plan. The event celebrated the 10-year anniversary of Leon County's Sustainability Program by breaking out of the traditional conference setting and onto the greenway for a day full of education and activities hosted by community partners. The Office of Sustainability jointly coordinated with Facilities Management for the installation of four electric vehicle (EV) charging stations at the Courthouse (2), Main Library (1) and Eastside Library (1).

Parks and Recreation staff renovated Woodville Park Basketball courts and repaired the Fred George Playground. Parks acquired new property adjacent to the Coe Landing Campground and is working on design concept for additional camping facilities. In addition, staff migrated to electronic background checks for Little League and Pop Warner. During this time frame, the Parks Division completed three tree projects; 125 Signature Tree Plantings at Pedrick Pond Park, a reforestation planting of 14,990 trees at Alford Greenway and 3,000 loblolly pine tree plantings at Apalachee Regional Park. Overall, Parks completed another successful cross-country, pop warner football, food plot planting seasons and opening days for Little League.

The Solid Waste Transfer Station processed and transported 254,609 tons of solid waste. Solid Waste also worked with the National Cemetery on a landscaping project by delivering fine mulch to the cemetery. The division also continues to provide mulch for free to citizens. The Solid Waste Rural Waste Centers processed over 3,000 tons of household waste and bulk, participated in the annual forest clean-up, and implemented front-load recycling bins to maximize efficiency.

Leon County Fiscal Year 2020 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)	Ongoing
2. Convene the Leon County Sustainable Communities Summit on a bi-annual basis. (EN3)	In Progress
3. Add environmental education kiosks, trail markings/mapping at Greenways and Parks. (EN2)	Ongoing
4. Explore new opportunities for solar on County facilities. (EN4)	Ongoing
5. Develop and implement a master plan for the Apalachee Regional Park. (Q1, Q6)	Ongoing
6. Develop a program to establish a signature landscaping feature with regular blooming season. (Q1, Q6)	In Progress
7. Evaluate additional trail expansion opportunities. (Q1, Q6)	Ongoing
8. Identify opportunities to create dog parks in the unincorporated area. (Q1, Q6)	Complete
9. Exploring opportunities to address fraud/scams targeted towards seniors. (Q4)	Ongoing
10. Successfully launch a commercial and residential Property Assessed Clean Energy (PACE) program and identify opportunities, including the Leon County Spring Home Expo, to train industry professionals on sustainable building practices for participation in the PACE program. (EN4)	Ongoing
11. Work with Sustainable Tallahassee and community partners to evaluate developing a community-wide climate action plan. (EN2, EN3, EN4)	Ongoing
12. To further promote Leon County as a biking community, pursue the International Mountain Biking Association (IMBA) Designation. (EC4)	In Progress
13. Develop an action plan to further reduce the County Government's carbon footprint. (EN4, EN3)	In Progress

Office of Resource Stewardship

Actions

1. A.) Evaluated the possibility of conducting an updated waste composition study B.) Reached a recycling rate of 66% in 2017, an 11% increase over 2016. C.) Evaluated strategies to ensure that all new commercial development includes adequate space for a recycling dumpster on site. D.) Develop outreach and education to touch all unincorporated commercial properties which do not currently have a recycling account. E.) Conduct a recycling bin and dumpster inventory for all County facilities and parks.	Facilities, Sustainability/ Solid Waste
2. A.) Hosted the 2017 Summit themed "Exploring Our Backyard." B.) Identified the theme and event structure through stakeholder meetings. C.) Hosted the 2019 Summit.	Sustainability
3. A.) Established a standard design and kiosk appearance. B.) Generated site-specific collateral such as maps. C.) Conducted trail assessment for Alford Greenway to determine trail markings, related signage, and mapping. D.) Created trail markings for NE Park. E.) Create formal trail marking and mapping for Fred George Greenway.	Sustainability, Parks & Recreation, Facilities
4. A.) Identified best opportunities and top priorities for solar. B.) Consultant to expand on 2009 solar study to include newly identified locations. C.) Board consideration of priorities and funding. D.) Installed a 19kW solar array on the Office of Resource Stewardship. E.) Selected a vendor for the installation of two solar arrays on the Northeast Branch Library and the Transfer Station. F.) Created a plan for allocation of yearly solar funds approved by the Board at the April 2019 Budget Workshop. G.) Installation of two solar arrays on the Northeast Branch Library and the Transfer Station.	Sustainability, Facilities Management
5. A.) Conducted a study to determine the scope and supply source to extend water main for future facility development. B.) Board approved a bid award for paving a portion of the western most access road. C.) Workshop on the Apalachee Regional Park Master Plan & Associated Landfill Closure. D.) BCC consideration of funding requests for build out of master plan, operational equipment, and operating staff support. E.) Design Team (DRMP, Wood+Partners, and Barnett Fronczak) Scope of Services Executed for Stage 1 infrastructure. F.) ARP Design Charrette with Partners (TDC, FSU, Gulf Winds, COCA, and Design Team)	Facilities, Sustainability, Solid Waste
6. A.) Engaged landscape and horticulture experts to identify proposed plant(s) and site(s). B.) Implemented planting - three test varieties planted. C.) Implemented planting at Pedrick Pond Park. D.) Generate educational material to target area citizens and develop outreach for potential tourists. E.) Board approved the Designation Agreement with FDEP for the Lake Jackson Paddling Trail. F.) Installed the signage for Lake Jackson Blueway. G.) BCC considered funding requests for staff to support the opening of additional greenway acreage.	Facilities, Parks & Recreation
7. A.) Developed a temporary trail system at Northeast Park. B.) Constructed the trail head for Northeast Park. C.) Board approval of bid award for construction of St. Marks Headwaters Greenway trail head and 3 miles of trail. D.) Conducted a trail assessment for Alford Greenway to determine trail markings, related signage, and mapping. E.) Design and Permit Phase II of the St. Marks Headwaters Greenway including 4 miles of trail. F.) Host public meetings to refine scope and award bid for St. Marks Headwaters Greenway Phase II. G.) Design and construct approximately two miles of single track trail at Alford Greenway.	Facilities, Parks & Recreation
8. A.) Approval of Phase I of the Apalachee Regional Park Master Plan, which includes a dog park. B.) Budget discussion item considering funding to construct dog parks. C.) First site has been identified as J. Lee Vause Park - Design, permitting and construction required.	Parks & Recreation, Facilities

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Actions	9. A.) Established opportunity for routine shredding of sensitive documents in conjunction with senior programming at community centers. B.) Work with the Senior Outreach Program to include Fraud/Scam speakers at Lunch and Learns.	Facilities, Parks & Recreation, Sustainability
	10. A.) Board approved joining the FL Resiliency & Energy District (FRED) PACE Program enabling FDFC to operate a PACE program. B.) Formally launched the FDFC PACE Program. C.) Ensured vendor participation in the Spring Home Expo. D.) Ensured vendor participation in the 2019 Sustainable Communities Summit. E.) Facilitated PACE Program presentations for the Tallahassee Builders Association and the Tallahassee Board of Realtors. F.) Wrote a press release and article in the Democrat announcing the expansion of the PACE program to Commercial-PACE.	Facilities, Sustainability
	11. A.) Evaluated other communities' and regions' community-wide climate action plans. B.) Hosted kick-off meeting of top 10 largest local organizations and community partners to establish a sustainability "Compact." C.) Presented the proposed Community-wide Climate Action Plan. D.) Supported Sustainable Tallahassee in the creation and "stand up" of the Capital Area Sustainability Compact. E.) Formally signed the Capital Area Sustainability Compact. F.) Renovation of the Old Concord School.	Sustainability
	12. A.) Examined, in detail, the process for achieving the IMBA Designation. B.) Design and construct single track trails to increase the community inventory.	Parks & Recreation, Public Works
	13. A.) Conducted an updated greenhouse gas inventory for County operations. B.) Solicitated input and feedback from Leon County citizens on the County's sustainability program and initiatives. C.) Brought an Integrated Sustainability Action Plan for County operations to the Board for adoption. D.) Conduct kiosk inventory to determine quality of existing kiosks, new needs and priority for installation. E.) Purchase and install informational kiosks. F.) Identified the criteria needed and path to achieve designation. G.) Constructed the Apalachee Regional Park Access Road. H.) Held workshop on the Apalachee Regional Park Master Plan & Associated Landfill Closure.	Facilities, Solid Waste, Sustainability

Office of Resource Stewardship

Target 5: *Plant 15,000 trees including 1,000 in canopy roads. (T5)*

	FY 2017	FY 2018	FY 2019[1]	FY 2020	FY 2021	Total
Total Trees[2]	45	1,204	10,250	300	TBD	11,799

Target 7: *75% community recycling rate. (T7)*

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total
Recycling Rate[3]	55%	66%	62%	65%	TBD	65%

Target 8: *Construct 30 miles of sidewalks, greenways, and trails. (T8)*

	FY 2017	FY 2018	FY 2019[1]	FY 2020	FY 2021	Total
Trail(s) miles[4]	1.45	5	4	4	TBD	14.5

Target 12: *Open 1,000 new acres of park land to the public. (T12)*

	FY 2017	FY 2018	FY 2019[1]	FY 2020	FY 2021	Total
Acres of Park Land[5]	0	204	426	3.49	TBD	633.49

Notes:

1. The reporting for FY 2019 are estimates only. At the time this document was published, the fiscal year for 2019 was not yet complete, so actual reporting was unavailable. This will be updated in the FY 2021 Budget.
2. This number only reflects trees planted by Parks and Recreation. Parks and Recreation estimates planting approximately 18,000 trees over the next five years. Additionally, the Blueprint Intergovernmental Agency plants trees with their portion of the local sales tax. The significant increase of trees estimated in FY 2019 compared to FY 2018 includes at least 9,750 trees planted at the J.R. Alford Greenway as part of its 10-year Land Management Plan. Also included is a new signature landscape planting at Pedrick Pond Park and a planting at the Apalachee Regional Park cross country course (fields 3 and 4). FY 2020 estimates are reflective of Land Management objectives having been completed and only minimal new facilities and landscaping projects planned (Apalachee Regional Park, Crowder Landing, St. Marks Headwaters Phase II, and Coe Landing acquisition are the anticipated projects that would incorporate tree plantings.)
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 2018 represents how the County performed in FY 2017 and the actual number for FY 2019 will represent how the County performed for FY 2019. The increased cost of recycling could have an impact on whether this goal is met by FY 2021.
4. The actuals for FY 2018 include the trails that opened at St. Marks Headwaters Greenway and NE Park. Both projects are were completed and opened in January 2018. The FY19 estimate includes trails that are anticipated to be opened as part of St. Marks Greenway Phase II and Alford Greenway single-track trail construction. The estimates for FY 2020 include sidewalk and trails being added as part of the Apalachee Regional Park Master Plan improvements.
5. The FY 2018 actual 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. The FY20 estimate is comprised of the newly acquired parcel at Coe Landing Rd, which will provide access to Lake Talquin State Forest.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	5,937,581	6,166,542	6,362,100	17,939	6,380,039	6,648,245
Operating	14,867,967	15,730,559	16,423,052	765,194	17,188,246	17,424,208
Transportation	253,837	317,553	293,343	-	293,343	293,343
Capital Outlay	123,561	122,765	128,965	-	128,965	122,765
Grants-in-Aid	580,180	608,204	604,311	-	604,311	617,070
Total Budgetary Costs	21,763,127	22,945,623	23,811,771	783,133	24,594,904	25,105,631

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Office of Sustainability	314,316	312,706	322,550	-	322,550	348,448
Cooperative Extension	383,593	433,603	429,723	-	429,723	442,506
Parks and Recreation	2,901,347	3,016,978	3,114,813	8,800	3,123,613	3,225,577
Facilities Management	9,068,836	9,774,007	9,920,356	236,333	10,156,689	10,330,592
Solid Waste	9,095,034	9,408,329	10,024,329	538,000	10,562,329	10,758,508
Total Budget	21,763,127	22,945,623	23,811,771	783,133	24,594,904	25,105,631

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	9,345,908	9,963,214	10,110,952	216,333	10,327,285	10,528,005
140 Municipal Service	2,901,347	3,016,978	3,114,813	8,800	3,123,613	3,225,577
165 County Government Annex	343,627	462,201	475,142	20,000	495,142	506,647
166 Huntington Oaks Plaza	77,211	94,901	86,535	-	86,535	86,894
401 Solid Waste	9,095,034	9,408,329	10,024,329	538,000	10,562,329	10,758,508
Total Revenues	21,763,127	22,945,623	23,811,771	783,133	24,594,904	25,105,631

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Facilities Management	38.00	40.00	40.00	-	40.00	40.00
Office of Sustainability	2.50	2.50	2.50	-	2.50	2.50
Parks and Recreation	30.00	30.00	30.00	-	30.00	30.00
Solid Waste	28.15	27.15	27.15	-	27.15	27.15
Total Full-Time Equivalents (FTE)	98.65	99.65	99.65	-	99.65	99.65

OPS Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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

Office of Sustainability Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	158,555	169,070	192,177	-	192,177	198,070
Operating	133,564	143,201	129,802	-	129,802	149,807
Transportation	147	435	571	-	571	571
Grants-in-Aid	22,050	-	-	-	-	-
Total Budgetary Costs	314,316	312,706	322,550	-	322,550	348,448

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Office of Sustainability (001-127-513)	314,316	312,706	322,550	-	322,550	348,448
Total Budget	314,316	312,706	322,550	-	322,550	348,448

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	314,316	312,706	322,550	-	322,550	348,448
Total Revenues	314,316	312,706	322,550	-	322,550	348,448

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Office of Sustainability	2.50	2.50	2.50	-	2.50	2.50
Total Full-Time Equivalents (FTE)	2.50	2.50	2.50	-	2.50	2.50

OPS Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Office of Sustainability	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Office of Sustainability/Recycling Education (001-127-513)

Goal	The mission of the Leon County Office of Sustainability/Recycling Education is to promote adoption of practices that improve our quality of life, protect our natural environment, and strengthen our economy including providing recycling education to residents both within County government and the community at large.
Core Objectives	1. Spearhead and assist County divisions and departments in efforts to save energy and water, reduce waste, and increase recycling within County buildings and operations. 2. Research and analyze trends, emerging technologies, and best practices. 3. Oversee the documentation, measurement, and evaluation of program performance data. 4. Establish policies and programs necessary to achieve resource reduction and savings in County operations and to carry out programs that serve the wider community. 5. Providing communications about County sustainability initiatives, hosting sustainability programs, and working with community partners to carry out community-based sustainability projects. 6. Participate in special events related to sustainability, recycling, and community wellbeing. 7. Organize and provide education services to County facilities, schools, and other organizations. 8. Provide sustainability, recycling and public education consulting services.
Statutory Responsibilities	The Florida Solid Waste Management Act of 1988 established that each county has the power to provide for the operation of solid waste facilities to meet the needs of all incorporated and unincorporated areas of their respective county. Florida Administrative Code, Chapter 62 701 "Operating Restrictions and Practices for Solid Waste Facilities" and The Energy, Climate Change, and Economic Security Act of 2008 (House Bill 7135) established a new statewide recycling goal of 75% to be achieved by the year 2020.
Advisory Board	Sharing Tree; Capital Area Sustainability Compact; Extension Overall Advisory Committee; Extension Advisory for Agriculture/Horticulture; Southeast Sustainability Directors Network Steering Committee

Benchmarking

Priorities	Benchmark Data	Leon County	Statewide Goal
G1	% of waste tonnage recycled	62%	70%

Notes:

1. Statewide recycling goal: 40% by 12/31/12, 50% by 12/31/14, 60% by 12/31/16, 70% by 12/31/18 and 75% by 12/31/20
2. Recent changes in the recycling rate are attributed to an increase in disposed construction and demolition debris, which are the heaviest materials included in the recycling report and of which Leon County has no control.
3. This data is reported by the State and measured by the calendar year, rather than the County fiscal year (October – September).

Strategic Plan Bold Goals and Five Year Targets

Reference	Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate
T7	**Strategic Target: 75% community recycling rate[1]**	**55%**	**65%**	**62%**	**65%**

Notes:

1. Leon County receives prior year's recycling numbers from DEP (Department of Environmental Protection) in April or May of the following year. As a result, the actual number for FY 2018 represents how the County performed in FY 2017 and the actual number for FY 2019 will represent how the County performed for FY 2018. The increased cost of recycling could have an impact on whether this goal is met by FY 2021.

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
EN4	Estimated energy savings from conservation projects.	$1,003,562	$1,357,211	$1,200,000	$1,300,000
EN4	County Schools Recycling tonnage.[1]	77	74	90	90
EN4	County Curbside Recycling tonnage.	5,961	6,665	6,200	6,300
EN3	Number of participating community-wide recycling & sustainability related events.	9	9	7	7
EN3, Q1	Number of waste reduction/sustainability/recycling community education presentations/tours.	31	38	30	30
EN3, Q1	Number of citizens participating in sustainability & recycling educational presentations.[2]	4,800	3,300	4,000	3,500
EN4	Number of educational publications written.[3]	7	2	3	7

Notes:

1. Projected increase due to new recycling dumpsters and additional school outreach.
2. Includes engagements at tabling events, group presentations and the Sustainability Summit, which is held biannually.
3. FY19 Estimate from last year was revised due to a delay in scheduled website updates limiting the volume of additional publications planned for online release. The number of publications is expected to rise in FY20 when said updates are completed.

Office of Sustainability - Office of Sustainability (001-127-513)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	158,555	169,070	192,177	-	192,177	198,070
Operating	133,564	143,201	129,802	-	129,802	149,807
Transportation	147	435	571	-	571	571
Grants-in-Aid	22,050	-	-	-	-	-
Total Budgetary Costs	314,316	312,706	322,550	-	322,550	348,448

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	314,316	312,706	322,550	-	322,550	348,448
Total Revenues	314,316	312,706	322,550	-	322,550	348,448

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Recycle & Sustainability Mngr.	1.00	1.00	1.00	-	1.00	1.00
Sustainability Programs Coord.	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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2020 budget are as follows:

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

Decreases to Program Funding:
1.Other current charges in the amount of $20,000 due to the County only hosting the Sustainable Communities Summit every other year (the last was hosted in FY 2019).
2.Travel costs in the amount of $875.

Cooperative Extension (001-361-537)

Goal	The goal of the Cooperative Extension Division is to provide researched based educational programs and information on horticulture, agriculture, natural resources, family & consumer sciences, and 4-H youth development empowering citizens of Leon County to make decisions and behavior changes that contribute to an improved quality of life and a more sustainable community.
Core Objectives	**Horticulture, Agriculture, and Natural Resources:** 1. Increase citizen awareness of sustainable food systems and the environment. Teach citizens about energy, water and natural resource conservation. Help citizens to adopt sustainable lifestyles and best management practices. Provide demonstrations in schools and community gardens. 2. Enhance stewardship of water quality, quantity and supply by teaching target audiences how to implement agriculture, and Green Industries best management practices, Florida-Friendly Landscaping principles, and low impact development standards. These programs help keep Leon County's Stormwater Division in compliance with the National Pollutant Discharge Elimination System (NPDES) permit requirements. 3. Increase the sustainability, profitability, and competiveness of agricultural and horticultural enterprises. Maintain and enhance production systems by improving knowledge and adoption of production efficiencies and effectiveness, new technologies, integrated pest management, food safety and environmental stewardship. Provide continuing education units and certification classes for pesticide applicators, landscape professionals, and other professionals ensuring compliance with state laws and supporting local jobs and workforce. 4. Use volunteers to extend community education and outreach. Train and manage Master Gardener and Sustainable Floridian volunteers to help other citizens adopt sustainable lifestyles and best management practices. **Family and Consumer Sciences:** 1. Empower individuals and families to build healthy lives and achieve social and economic success by providing educational programs in the areas of nutrition and health, financial management, human development, and parent education. 2. Improve the quality of nutrition for limited-resource families through administration of the USDA Family Nutrition Program (FNP). Two full-time FNP paraprofessionals teach comprehensive interactive classes helping families improve diet quality, physical activity, food resource management, food safety practices and food security. 3. Teach consumers, families and food handlers to improve food choices and safe food handling practices. Provide wellness education programs addressing nutrition and healthy lifestyle behaviors to reduce the risk of obesity-related chronic diseases. 4. Improve financial stability. Teach individuals and families skills they need to reduce debt, create spending plans, and save for the future. **4-H and Other Youth Programs:** 1. Through a variety of delivery methods (clubs, camps, field days, workshops) 4-H uses a learn-by-doing approach to help youth gain knowledge and skills to be productive citizens. 2. Recruit, screen, and train teen and adult volunteers to be successful club leaders, teach subject matter and life skills, judge events and serve in an advisory capacity, all while providing safe environments for youth. 3. Provide opportunities for youth to develop science, technology, engineering and math (STEM) literacy through clubs, camps and special interest programs. 4. Plan, implement, and evaluate 4-H/Tropicana public speaking contest for Leon County 4th, 5th and 6th grade students.

Leon County Fiscal Year 2020 Adopted Budget

Office of Resource Stewardship

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
Advisory Board	Overall Extension Advisory Committee and Program Advisory Committees

In November 2015, Leon County and the University of Florida enacted a new Memorandum of Understanding (MOU) that changed the nature of the partnership between the two organizations in 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.

Cooperative Extension (001-361-537)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	4,098	3,134	3,116	-	3,116	3,140
Transportation	365	1,265	1,296	-	1,296	1,296
Grants-in-Aid	379,130	429,204	425,311	-	425,311	438,070
Total Budgetary Costs	383,593	433,603	429,723	-	429,723	442,506

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	383,593	433,603	429,723	-	429,723	442,506
Total Revenues	383,593	433,603	429,723	-	429,723	442,506

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 2020 Cooperative Extension budget are as follows:

Decreases to Program Funding are as follows:
1. Net reduction in contract is due to lower operating costs offset by increases in personnel expenditures.

Parks and Recreation Services (140-436-572)

Goal	The goal of the division of Parks & Recreation Services is to provide for the safety, comfort, and convenience of the public by creating, maintaining, and managing infrastructure and programs supporting recreation, parks and open space. This is accomplished through cost effective, environmentally sensitive and aesthetically pleasing products and efficient services.
Core Objectives	1. Responsible for the development, preservation and management of functional, safe and aesthetically pleasing parks and recreation facilities across Leon County for its citizens and visitors. 2. Responsible for the maintenance of all county park facilities, including: ball fields, boat landings, nature trails, greenways, and open spaces. 3. Provides passive recreation activities through access to fishing, camping, picnicking, and nature trails. 4. Develops and maintains active recreation facilities, including: ball fields, tennis courts, and basketball courts. 5. Facilitates the organization, promotion, and implementation of recreation programs and activities through community based recreation providers. 6. Pursues outside funding for facilities and services through grants, partnerships, and other programs to complement existing budgets. 7. Operates six multi-purpose community centers. 8. Prepares facilities and fields for state and local tournaments.
Statutory Responsibilities	Leon County Code of Laws, Chapter 13 "Parks and Recreation", Leon County Code of Laws 92 – 12, Leon County Comprehensive Plan, Section V “Parks and Recreation"
Advisory Board	None

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
Q1	Total Park Acres per 1,000 Population	13.52	10.1
Q1,G4,G5	Total Park Acres Maintained per FTE	133.27	12.23
Q1,G5	Total Operating Expenditures per Capita	$9.83	$78.96

Benchmark Sources: National Recreation and Park Association (NRPA) 2019 Agency Performance Review, a Park and Recreation Agency Performance Benchmarks. Benchmarks reflect the median of the data set for like-sized jurisdictions.

Strategic Plan Bold Goals and Five Year Targets

Reference	Measure	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
T5	**Strategic Target: Plant 15,000 trees between FY17-21.[1]**	**45**	**1,204**	**10,250**	**300**
T8	**Strategic Target: Construct 30 miles of sidewalks, greenways, and trails.[2]**	**1.45**	**5**	**4**	**4**
T12	**Strategic Target: Open 1,000 new acres of park land to the public.[3]**	**0**	**204**	**426**	**3.49**

Notes:

1. This number only reflects trees planted by Parks and Recreation. Parks and Recreation estimates planting approximately 18,000 trees over the next five years. Additionally, the Blueprint Intergovernmental Agency plants trees with their portion of the local sales tax. The significant increase of trees estimated 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 10-year Land Management Plan. Also included is a new signature landscape planting at Pedrick Pond Park and a planting at the Apalachee Regional Park cross country course (fields 3 and 4). FY 2020 estimates are reflective of Land Management objectives having been completed and only minimal new facilities and landscaping projects planned (Apalachee Regional Park, Crowder Landing, St. Marks Headwaters Phase II, and Coe Landing acquisition are the anticipated projects that would incorporate tree plantings.)
2. The actuals for FY 2018 include the trails that opened at St. Marks Headwaters Greenway and NE Park. Both projects are were completed and opened in January 2018. The FY 2019 estimate includes trails that are anticipated to be opened as part of St. Marks Greenway Phase II and Alford Greenway single-track trail construction. The estimates for FY 2020 include sidewalk and trails being added as part of the Apalachee Regional Park Master Plan improvements.
3. The FY 2018 actual 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. The FY 2020 estimate is comprised of the newly acquired parcel at Coe Landing Rd, which will provide access to Lake Talquin State Forest.

Parks and Recreation Services (140-436-572)

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Q1	Number of acres of invasive exotic plants removed from greenways/open spaces[1].	801	1,253	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].	2,313	2,599	2,300	2,100
EC4	Host three economically significant events at the Apalachee Regional Park annually[4].	10	5	7	4

Notes:

1. The Greenway program is now fully staffed and several prescribed burns are planned for FY 2019 and FY 2020. 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.
3. The estimate reflects participation levels in football and baseball. Anticipated numbers for FY 2019 and FY 2020 are slightly reduced due to limited success in the attempt to reinstitute flag football as an alternative to tackle football and no current Little League baseball teams in the Miccosukee Community. With the establishment of a new Board, Woodville Little League saw an increase in numbers in FY 2019.
4. The estimate for FY 2020 is reduced since the number of events is being constrained in order to begin the construction of infrastructure improvements as early as possible to ensure the new facilities are completed for the 2020 cross country season.

Parks and Recreation Services (140-436-572)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,553,633	1,652,956	1,740,622	1,570	1,742,192	1,849,394
Operating	1,032,323	1,049,872	1,054,817	7,230	1,062,047	1,063,009
Transportation	98,909	105,150	104,174	-	104,174	104,174
Capital Outlay	37,483	30,000	36,200	-	36,200	30,000
Grants-in-Aid	179,000	179,000	179,000	-	179,000	179,000
Total Budgetary Costs	2,901,347	3,016,978	3,114,813	8,800	3,123,613	3,225,577

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
140 Municipal Service	2,901,347	3,016,978	3,114,813	8,800	3,123,613	3,225,577
Total Revenues	2,901,347	3,016,978	3,114,813	8,800	3,123,613	3,225,577

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Parks & Recreation Director	1.00	1.00	1.00	-	1.00	1.00
Parks & Community Centers Supv	1.00	1.00	1.00	-	1.00	1.00
Greenways & Env. Lands Supv.	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	2.00	2.00	-	2.00	2.00
In-Mate Supervisor	2.00	2.00	2.00	-	2.00	2.00
Park Attendant	16.00	17.00	16.00	-	16.00	16.00
Community Center Attendant	2.00	2.00	1.00	-	1.00	1.00
Community Center Attendant P/T	-	-	1.00	-	1.00	1.00
Crew Chief I	1.00	1.00	1.00	-	1.00	1.00
Heavy Equipment Operator	-	-	1.00	-	1.00	1.00
Administrative Associate IV	1.00		-	-	-	-
Park Facilities Technician	2.00	2.00	2.00	-	2.00	2.00
Irrigation Tech Crew Chief	1.00		-	-	-	-
Total Full-Time Equivalents (FTE)	30.00	30.00	30.00	-	30.00	30.00

The major variances for the FY 2020 Parks and Recreation Budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. The reclassification of a Park Attendant to a Heavy Equipment Operator with a cost impact of $1,570.
3. Contracted mowing costs in the amount of $40,000 related to the acquisition of additional park lands, specifically Broadmoor Pond.
4. Contractual services in the amount of $5,184, reflecting respective increases for turf management and staff uniforms.
5. Vehicle coverage in the amount of $8,569.
6. Printing and binding in the amount of $5,000 for Kiosk collateral associated with the Boat Landing Initiative.
7. Operating supplies in the amount of $2,100 for replacement safety work boots.

Decreases to Program Funding:
1. Utility Services in the amount of $49,678 associated with the transfer of park utility expenses to Facilities Management.

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	1. Provide and maintain facilities for the Board, constitutional offices and health departments. 2. Provide minor construction support services for all County buildings. 3. Coordinate facility accessibility and indoor air quality surveys and respond appropriately. 4. Maintain County buildings' structural, mechanical, plumbing, electrical, roofing, emergency generators, heating/air conditioning and other building systems. 5. Install and repair or replace fixtures and finishes such as doors, windows, cabinetry and flooring. 6. Manage parking in the Courthouse, Courthouse Annex, Gadsden Street lot and Main Library; maintain parking access gates, readers, striping and signage; and user support. 7. Administer contracts for key access and equipment such as grounds keeping, custodial, and elevators. 8. Manage security access control systems. 9. Remodel interior office space, such as wall and modular system removals and installations, cabinetry and shelving construction, installation of plumbing fixtures and ductwork. 10. Research energy conservation and sustainable building opportunities and take appropriate action. 11. Lower the flags, hang plaques and pictures, put up and take down decorations, transfer surplus property to the warehouse, and surplus auctions. 12. Provide internal mail services for all Leon County Departments. 13. Manage the central records warehouse. 14. Design and construct various items for special projects. 15. Provide assistance in moves within departments. 16. 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	$2.59 sq. ft.	$2.68 sq. ft.
G5	Repair and Maintenance cost per Square Foot – Contracted	0.98 sq. ft.	1.90 sq. ft.
G2, G5	% Internal Customers rating Facilities Management responding promptly to needs	95%	95% mean 97% median

Benchmark Sources: International Facilities Management Association (IFMA)2017 (Building Interior/External); Contracted- (Roads & Grounds/Central System/Other Cost) Rations are based on (RSF) rentable square ft.

Facilities Management – Facilities Management (001-150-519)

Performance Measures					
Priorities	**Performance Measures**	**FY 2017 Actuals**	**FY 2018 Actuals**	**FY 2019 Estimate**	**FY 2020 Estimate**
Q3, EC2	Dollar ($) volume of capital projects managed in millions.	$2.6	$2.7	$5.4	$4.0
Q3, Q6	Number of work orders opened.	14,133	12,848	15,800	14,500
Q3	Percent of work orders opened for preventative maintenance.	67%	69%	75%	73%
Q3, Q6	Number of work orders opened for set-ups/take-down and special events/projects.	87	83	93	90
G2, G4	Percent of field workforce converted to mobile technology interface. [1]	50%	98%	98%	100%
Q3, EC2	Total square footage of County facilities maintained.[2]	1,587,228	1,594,604	1,587,470	1,587,470

Notes:

1. Effective FY 2020, Mobile Technology Interface for field staff will be 100% complete.
2. The FY 2018 sq ft. increase reflects the re-verification of square footage of all community centers. Outyear square Footage decreased due to sale of the Welcome Center building.

Facilities Management Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	2,529,971	2,668,848	2,719,897	16,369	2,736,266	2,834,345
Operating	6,428,087	6,965,729	7,058,174	219,964	7,278,138	7,353,962
Transportation	24,700	46,665	49,520	-	49,520	49,520
Capital Outlay	86,078	92,765	92,765	-	92,765	92,765
Total Budgetary Costs	9,068,836	9,774,007	9,920,356	236,333	10,156,689	10,330,592

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
County Government Annex (165-154-519)	343,627	462,201	475,142	20,000	495,142	506,647
Facilities Management (001-150-519)	7,153,986	7,622,728	7,794,688	173,833	7,968,521	8,117,764
Huntington Oaks Plaza Operating (166-155-519)	77,211	94,901	86,535	-	86,535	86,894
Public Safety Complex Facilities (001-410-529)	1,494,012	1,594,177	1,563,991	42,500	1,606,491	1,619,287
Total Budget	9,068,836	9,774,007	9,920,356	236,333	10,156,689	10,330,592

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	8,647,998	9,216,905	9,358,679	216,333	9,575,012	9,737,051
165 County Government Annex	343,627	462,201	475,142	20,000	495,142	506,647
166 Huntington Oaks Plaza	77,211	94,901	86,535	-	86,535	86,894
Total Revenues	9,068,836	9,774,007	9,920,356	236,333	10,156,689	10,330,592

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Facilities Management	34.00	36.00	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)	38.00	40.00	40.00	-	40.00	40.00

Facilities Management - Facilities Management (001-150-519)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	2,253,033	2,412,269	2,450,328	16,369	2,466,697	2,555,819
Operating	4,867,741	5,153,794	5,284,840	157,464	5,442,304	5,502,425
Transportation	24,700	46,665	49,520	-	49,520	49,520
Capital Outlay	8,512	10,000	10,000	-	10,000	10,000
Total Budgetary Costs	7,153,986	7,622,728	7,794,688	173,833	7,968,521	8,117,764

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	7,153,986	7,622,728	7,794,688	173,833	7,968,521	8,117,764
Total Revenues	7,153,986	7,622,728	7,794,688	173,833	7,968,521	8,117,764

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Dir. Resource Stewardship	1.00	1.00	1.00	-	1.00	1.00
Facilities Sr. Oper. Mngr.	1.00	1.00	1.00	-	1.00	1.00
Management Analyst	-	-	1.00	-	1.00	1.00
Customer Services Technician	1.00		-	-	-	-
Facilities Maint. Supervisor	1.00	1.00	1.00	-	1.00	1.00
Fac. Maint. Superintendent	2.50	2.50	2.50	-	2.50	2.50
Operations Analyst	-	1.00	1.00	-	1.00	1.00
Facilities Support Tech II	14.00	15.00	14.00	-	14.00	14.00
Facilities Operations Supv. I	2.00	2.00	1.00	-	1.00	1.00
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
Facilites Operations Tech III	-	-	1.00	-	1.00	1.00
Facilities Manager	1.00	1.00	1.00	-	1.00	1.00
PSC Operations Manager	0.50	0.50	0.50	-	0.50	0.50
PSCFacilities Support Tech III	2.00	2.00	2.00	-	2.00	2.00
Facilities Support Tech II	1.00	-	1.00	-	1.00	1.00
Administrative Associate V	1.00	2.00	2.00	-	2.00	2.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate IV	1.00	2.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	34.00	36.00	36.00	-	36.00	36.00

The major variances for the FY 2020 Facilities Management budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. The reclassification of an Administrative Associate IV position to a Management Analyst with a fiscal impact of $16,369.
3. Other contractual services increase includes costs associated with providing after-hours security for the medical examiner facility ($100,464) custodial services ($45,032), state-mandated fire tests & inspection fees ($40,000), lease parking and parking equipment maintenance ($17,000), security services for the Courthouse and other various designated areas ($7,537), and elevator maintenance ($2,130). Security costs at the medical examiner facility will be recovered from the morgue use facility fee charged to counties that use the medical examiner services.
4. Vehicle repair in the amount of $2,855.

Decreases to program funding:
1. Communications in the amount of $11,340 due to decreased use of wireless data in County buildings in favor of Wi-Fi.

Facilities Management - Public Safety Complex Facilities (001-410-529)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	227,868	210,785	220,376	-	220,376	227,853
Operating	1,188,579	1,300,627	1,260,850	42,500	1,303,350	1,308,669
Capital Outlay	77,566	82,765	82,765	-	82,765	82,765
Total Budgetary Costs	1,494,012	1,594,177	1,563,991	42,500	1,606,491	1,619,287

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	1,494,012	1,594,177	1,563,991	42,500	1,606,491	1,619,287
Total Revenues	1,494,012	1,594,177	1,563,991	42,500	1,606,491	1,619,287

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Fac. Maint. Superintendent	0.50	0.50	0.50	-	0.50	0.50
PSC Operations Manager	0.50	0.50	0.50	-	0.50	0.50
PSCFacilities Support Tech III	-	-	1.00	-	1.00	1.00
Facilities Support Tech III	1.00	1.00	-	-	-	-
PSCFacilities Support Tech IV	-	1.00	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.

Increases in Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual services increase associated with software maintenance related to building automation systems ($20,000), Closed Circuit Television (CCTV) upgrades ($15,000), additional fire suppression system fees ($7,500) and custodial services ($2,765).

Facilities Management - County Government Annex (165-154-519)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	49,070	45,794	49,193	-	49,193	50,673
Operating	294,557	416,407	425,949	20,000	445,949	455,974
Total Budgetary Costs	343,627	462,201	475,142	20,000	495,142	506,647

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
165 County Government Annex	343,627	462,201	475,142	20,000	495,142	506,647
Total Revenues	343,627	462,201	475,142	20,000	495,142	506,647

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2020 budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increase in costs associated with fire suppression systems in the amount of $10,000.
3. Security monitoring maintenance in the amount of $10,000.

Facilities Management - Huntington Oaks Plaza Operating (166-155-519)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	77,211	94,901	86,535	-	86,535	86,894
Total Budgetary Costs	77,211	94,901	86,535	-	86,535	86,894

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
166 Huntington Oaks Plaza	77,211	94,901	86,535	-	86,535	86,894
Total Revenues	77,211	94,901	86,535	-	86,535	86,894

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

Decreases to Program Funding:
1. Repairs and maintenance in the amount of $8,250.

Solid Waste Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,695,422	1,675,668	1,709,404	-	1,709,404	1,766,436
Operating	7,269,894	7,568,623	8,177,143	538,000	8,715,143	8,854,290
Transportation	129,717	164,038	137,782	-	137,782	137,782
Total Budgetary Costs	9,095,034	9,408,329	10,024,329	538,000	10,562,329	10,758,508

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Hazardous Waste (401-443-534)	746,215	696,707	722,619	-	722,619	736,839
Rural Waste Service Centers (401-437-534)	625,623	659,917	680,923	-	680,923	696,460
Solid Waste Management Facility (401-442-534)	389,362	555,284	454,849	-	454,849	458,523
Transfer Station Operations (401-441-534)	6,885,029	7,079,329	7,777,757	538,000	8,315,757	8,465,791
Yard Waste (401-416-534)	448,804	417,092	388,181	-	388,181	400,895
Total Budget	9,095,034	9,408,329	10,024,329	538,000	10,562,329	10,758,508

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
401 Solid Waste	9,095,034	9,408,329	10,024,329	538,000	10,562,329	10,758,508
Total Revenues	9,095,034	9,408,329	10,024,329	538,000	10,562,329	10,758,508

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Yard Waste	1.30	1.30	1.05	-	1.05	1.05
Rural Waste Service Centers	8.40	8.40	8.40	-	8.40	8.40
Transfer Station Operations	12.65	12.05	13.05	-	13.05	13.05
Solid Waste Management Facility	2.55	2.15	1.40	-	1.40	1.40
Hazardous Waste	3.25	3.25	3.25	-	3.25	3.25
Total Full-Time Equivalents (FTE)	28.15	27.15	27.15	-	27.15	27.15

OPS Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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

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	1. Provide solid waste drop-off services for residents in unincorporated Leon County. 2. Provide drop-off for garbage, appliances, tires, yard debris, recyclables, electronics, automotive batteries, fluorescent tubes and used motor oil. 3. Conduct safe hauling and transportation of collected waste to the appropriate Waste Management facility. 4. Provide waste screening. 5. Provide community information kiosks.
Statutory Responsibilities	Chapter 403.702(2)(c)(i) Florida Statutes requires counties to plan and provide efficient, environmentally acceptable solid waste management; Article V, Section 18-136, Leon County Code of Ordinances (Solid Waste Ordinance) authorizes the county to operate and maintain solid waste collection, removing, transferring, sorting, reclaiming, and disposal systems; Chapter 62-701 Florida Administrative Code regulates solid waste management facilities; and the Leon County Comprehensive Plan, Solid Waste Element.
Advisory Board	None

Performance Measures

Priorities	Performance Measures	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimate	FY 2020 Estimate
G1	Number of random load inspections per site per month.	10	10	10	10
G2	Annual customer satisfaction survey score (1=very poor, 5=excellent)[1].	4.92	4.95	4.99	4.95
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[2].	8 minutes	8 minutes	8 minutes	8 minutes
G2	Average truck turnaround time from gate to gate[3].	90 minutes	90 minutes	90 minutes	90 minutes
EN1	Tons of rural waste collected[4].	2,000	2,021	2,500	2,500

Notes:
1. The annual customer survey estimate for FY20 is expected to remain high with the continued focus on customer service.
2. Rural Waste continues to operate at the optimal turnaround time from gate to gate of eight minutes at all sites and expects this to continue for FY20.
3. Rural Waste drivers continue to maintain a ninety-minute turn-around time, matching the previous year's average and the estimate for FY20.
4. The collected waste estimate for FY20 is expected to remain consistent, and may increase with the elimination of fees to use the centers effective October 1, 2019.

Solid Waste - Rural Waste Service Centers (401-437-534)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	439,303	420,355	443,937	-	443,937	459,362
Operating	165,153	198,847	200,759	-	200,759	200,871
Transportation	21,166	40,715	36,227	-	36,227	36,227
Total Budgetary Costs	625,623	659,917	680,923	-	680,923	696,460

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
401 Solid Waste	625,623	659,917	680,923	-	680,923	696,460
Total Revenues	625,623	659,917	680,923	-	680,923	696,460

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Solid Waste Operator	3.00	3.00	3.00	-	3.00	3.00
In-Mate Supervisor	0.25	0.25	0.25	-	0.25	0.25
Rural Collection Center Supervisor	1.00	1.00	1.00	-	1.00	1.00
Rural Waste Site Attendant	1.00	1.00	1.00	-	1.00	1.00
Rural Waste SVC Center Attendant	3.15	3.15	3.15	-	3.15	3.15
Total Full-Time Equivalents (FTE)	8.40	8.40	8.40	-	8.40	8.40

OPS Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2020 budget are as follows:

Increases in Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Operating expenses in the amount of $1,912 associated with the refurbishment of non-recycling container repair.

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	1. Provide a transfer station facility for residential and commercial Class I solid waste for all Leon County and Wakulla County. 2. Conduct screening of delivered waste for prohibited materials such as tires. 3. Provide transportation and disposal of accepted waste to a regional landfill, by agreement with contracted waste disposal company. 4. Provide a facility for County's Continuity of Operations Plan (COOP) in case of disaster. 5. Provide public weights at the facility scale house. 6. Provide litter control on Gum Road and portions of Capital Circle NW.
Statutory Responsibilities	Chapter 403.706(1), Florida Statutes requires counties to provide for the operation of solid waste disposal facilities to meet the needs of all incorporated and unincorporated areas of the county; Chapter 62-701, Florida Administrative Code regulates permitting and operation of solid waste management facilities, including transfer stations; Article V, Section 18-136, Leon County Code of Ordinances authorizes the County to own, operate and maintain solid waste transferring systems and to levy a charge or assessment on the users of such systems; and Leon County Comprehensive Plan, Solid Waste Element.
Advisory Board	None

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G1	Tipping Fee	$42.15[1]	$54.67[2]

Notes:
1. Effective October 1, 2019, the fee will increase to $42.15 due to a renegotiated contract with disposal contractor and CIP adjustments to operate the station.
2. Average State of Florida Tipping Fee (Source: Environmental Research & Education Foundation – (EREF)).

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
G2	Percent of operating days with waste left on the floor overnight.	0%	0.55%	0%	0%
G2	Average loading time for transport trailers (minutes).	12	12	12	15
G4	Percent of employees satisfying FDEP certification requirements.	100%	100%	100%	100%
G1	Percent of FDEP quarterly inspections found in compliance.	100%	100%	100%	100%
EN1	Average net outbound load weight (tons).	26.20	25.60	26.25	26.25
EN1	Tons of Class I waste processed.	208,731	217,395	218,000	220,531

Solid Waste - Transfer Station Operations (401-441-534)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	731,794	720,570	781,769	-	781,769	808,832
Operating	6,086,634	6,299,516	6,942,608	538,000	7,480,608	7,603,579
Transportation	66,602	59,243	53,380	-	53,380	53,380
Total Budgetary Costs	6,885,029	7,079,329	7,777,757	538,000	8,315,757	8,465,791

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
401 Solid Waste	6,885,029	7,079,329	7,777,757	538,000	8,315,757	8,465,791
Total Revenues	6,885,029	7,079,329	7,777,757	538,000	8,315,757	8,465,791

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
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
Crew Chief II	-	-	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	-	-	-	-
Senior Solid Waste Operator	1.00	1.00	1.00	-	1.00	1.00
Contract & Operations Support Technician	-	-	1.00	-	1.00	1.00
In-Mate Supervisor	0.25	0.25	0.25	-	0.25	0.25
Weighmaster	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	12.65	12.05	13.05	-	13.05	13.05

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

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Position increases are related to the realignment of a Crew Chief II previously split funded between the Solid Waste Management Facility and Yard Waste, in addition to a Contract and Operations Support Technician, re-classed from a Contract Compliance Specialist during FY 2019.
3. Increase in the amount of $352,000 is related to the County's portion of the Waste Management contract increase for hauling and disposal, and an increase in costs in the amount of $186,000 related to recycling contract with Marpan, the recycling contractor for Leon County.

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	1. Manage a cost effective, convenient, and environmentally safe Solid Waste Management Facility. 2. Recycle yard debris and waste tires. 3. Provide environmental monitoring of air, groundwater, and surface water. 4. Provide free coarse and fine mulch to residents and businesses. 5. Maintain all-weather, safe access to all areas of the Solid Waste Management Facility. 6. Maintain and provide erosion control of closed and inactive landfill cells. 7. Provide stormwater management and treatment. 8. Provide litter control within the facility and along portions of Apalachee Parkway. 9. Maintain existing closed cells of the landfill that contain Class I solid waste as required by Florida Department of Environmental Protection permit.
Statutory Responsibilities	Chapter 403.706(1), Florida Statutes requires counties to provide for the operation of solid waste disposal facilities to meet the needs of all incorporated and unincorporated areas of the county; Chapter 62-701, Florida Administrative Code regulates permitting and operation of solid waste management facilities, including landfills; Chapter 62-701.600, Florida Administrative Code governs landfill closure and long-term care; Article V, Section 18-136, Leon County Code of Ordinances authorizes the County to own, operate and maintain solid waste disposal systems and to levy a charge or assessment on the users of such systems; and the Leon County Comprehensive Plan, Solid Waste Element
Advisory Board	None

Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark[1]
G1	Tipping Fee (Yard Debris)	$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 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 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%	90%
EN4	Tons of tire waste processed[1].	302	338	300	325
EN4	Tons of wood waste processed[2].	29,209	11,445	10,000	10,000

Notes:
1. The estimated tire waste tonnage is based on an average of previous six-months.
2. The total of processed wood waste is estimated to be about the same as the tonnage collected in FY18. Actual tons of wood waste is recorded through the weigh system at the weigh system at the scale house. The FY 2018 decrease over FY 2017 is related to no major storm event debris being collected during the recording period.

Solid Waste - Solid Waste Management Facility (401-442-534)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	154,066	165,330	109,802	-	109,802	113,319
Operating	197,911	332,539	302,540	-	302,540	302,697
Transportation	37,385	57,415	42,507	-	42,507	42,507
Total Budgetary Costs	389,362	555,284	454,849	-	454,849	458,523

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
401 Solid Waste	389,362	555,284	454,849	-	454,849	458,523
Total Revenues	389,362	555,284	454,849	-	454,849	458,523

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Financial Compliance Manager	0.40		-	-	-	-
Solid Waste Supervisor	0.85	0.85	0.85	-	0.85	0.85
Crew Chief II	0.75	0.75	-	-	-	-
Solid Waste Financial Specialist	0.20	0.20	0.20	-	0.20	0.20
Solid Waste Operator	0.10	0.10	0.10	-	0.10	0.10
In-Mate Supervisor	0.25	0.25	0.25	-	0.25	0.25
Total Full-Time Equivalents (FTE)	2.55	2.15	1.40	-	1.40	1.40

On May 12, 2015, the Board approved the closure of the Landfill. The major variances for the FY 2020 budget are as follows:

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

Decreases to Program Funding:
1. Position reduction in the amount of ($55,010) related to realignment of the Crew Chief II from the Solid Waste Management Facility to the Transfer Station Operations during FY 2019.
2. Operating costs reduced in the amount of ($29,999) related to reduced repair and maintenance for cleaning the leachate system.
3. Reduction in estimated vehicle repair costs in the amount of ($10,170).

Solid Waste - Yard Waste (401-416-534)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	77,311	80,640	63,508	-	63,508	65,923
Operating	371,493	336,452	324,673	-	324,673	334,972
Total Budgetary Costs	448,804	417,092	388,181	-	388,181	400,895

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
401 Solid Waste	448,804	417,092	388,181	-	388,181	400,895
Total Revenues	448,804	417,092	388,181	-	388,181	400,895

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Solid Waste Supervisor	0.15	0.15	0.15	-	0.15	0.15
Crew Chief II	0.25	0.25	-	-	-	-
Solid Waste Operator	0.90	0.90	0.90	-	0.90	0.90
Total Full-Time Equivalents (FTE)	1.30	1.30	1.05	-	1.05	1.05

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 2020 budget are as follows:

Decreases to Program Funding:
1. Reduction of personnel services due to realignment of a Crew Chief II position from the landfill to the transfer station during FY 2019, offset by an increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Decrease in the mulching contract due to a reduced tonnage of yard debris being received at the facility.

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	1. Accept hazardous waste from households and conditionally exempt small quantity generators. 2. Respond to requests for information and for assistance with hazardous waste disposal. 3. Recycle, treat or ship hazardous waste collected at the Hazardous Waste Center. 4. Operate "Renew" to recycle items and materials for use by County residents. 5. Perform local hazardous waste assessments. 6. Oversee limited hazardous waste collection at Rural Waste Service Centers. 7. Conduct monthly remote collection events at the Public Works Operations Center. 8. Consolidate and lab pack hazardous materials by type to reduce disposal cost. 9. Provide hazardous waste safety training for Solid Waste Division staff. 10. Inspect random loads for hazardous materials. 11. Provide hazardous materials management educational services. 12. Provide recycling services for electronic scrap.
Statutory Responsibilities	*Federal:* The Resource Conservation and Recovery Act; Code of Federal Regulations Title 40, Chapter 1, Part 61 Subpart M, National Emission Standard for Asbestos; Code of Federal Regulations Title 40, Chapter 1, Parts 258, 259, 260, 261, 264, 268, 273, 279, Protection of Environment *State:* 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
Advisory Board	None

Performance Measures

Priorities	Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
EN1	Number of residents using household hazardous waste disposal service.[1]	16,253	17,375	17,000	17,250
EN1	Number of conditionally exempt agencies and small businesses household hazardous waste disposal services provided to.	252	251	225	250
EN1	Number of participants at off-site household hazardous waste collection events.	3,506	3,851	3,700	3,800
EN1	Number of tons of potentially hazardous material processed.	416	437	425	430
EN1	Number of tons of potentially hazardous material reused or recycled.	247	235	250	250
EN1	Number of tons of electronics waste processed.	394	348	350	325

Notes:

1. The FY18 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. This trend is expected to continue.

Solid Waste - Hazardous Waste (401-443-534)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	292,948	288,773	310,388	-	310,388	319,000
Operating	448,703	401,269	406,563	-	406,563	412,171
Transportation	4,564	6,665	5,668	-	5,668	5,668
Total Budgetary Costs	746,215	696,707	722,619	-	722,619	736,839

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
401 Solid Waste	746,215	696,707	722,619	-	722,619	736,839
Total Revenues	746,215	696,707	722,619	-	722,619	736,839

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2020 budget are as follows:

Increases to Program Funding:
1. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Operating costs in the amount of $5,294 related to the new hazardous waste sorting system installed to deliver reusable hazardous material products for reuse options and increase recycle/reuse rates and decrease the disposal of these materials.

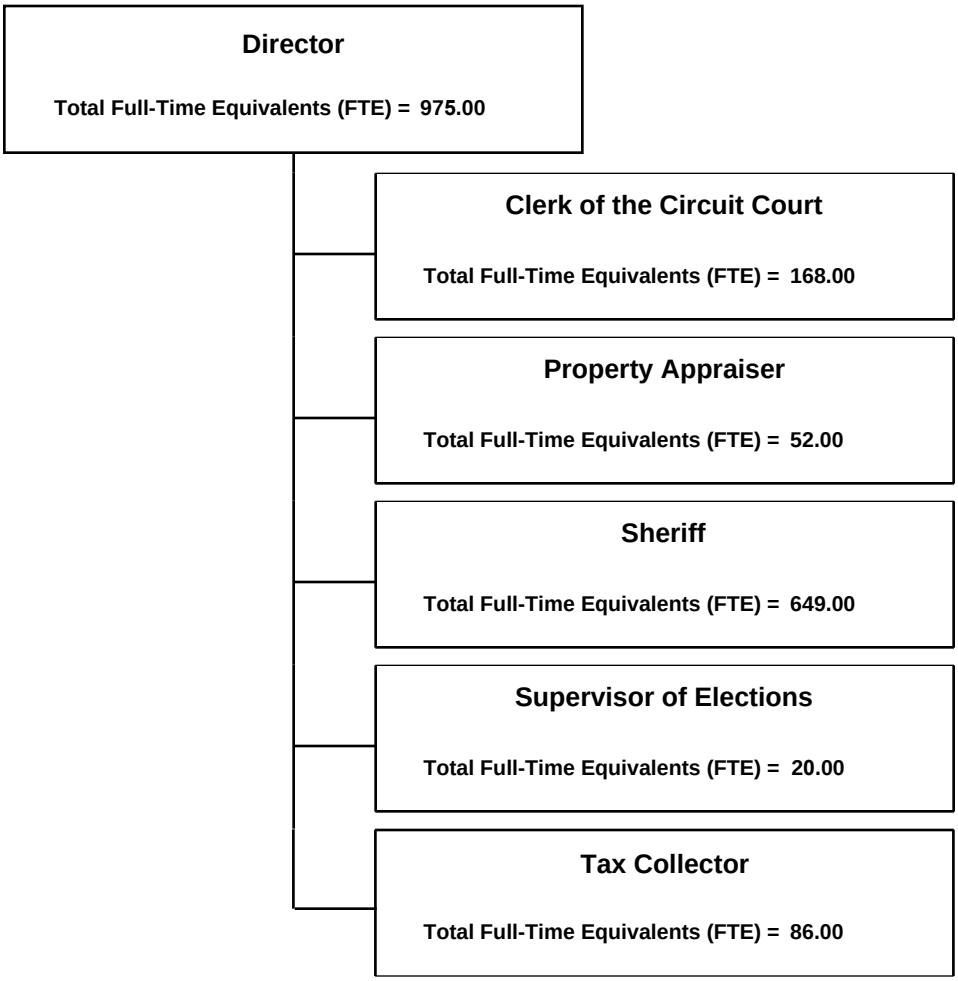
Leon County Fiscal Year 2020 Adopted Budget

Constitutional

Organizational Chart	21 - 2
Executive Summary	21 - 3
Constitutional Summary	21 - 4
Clerk of the Court	21 - 6
Property Appraiser	21 - 9
Sheriff	21 - 11
Supervisor of Elections	21 - 18
Tax Collector	21 - 24

Leon County Fiscal Year 2020 Adopted Budget

Constitutional



Executive Summary

The Constitutional section of the Leon County FY 2020 Annual Budget is comprised of the Clerk of County Courts, the Property Appraiser, the Sheriff's Office, the Supervisor of Elections, and the Tax Collector.

The Leon County Clerk's Office serves as the Clerk of the Circuit Court, the Treasurer and Custodian of County funds, and the Clerk to the Board of County Commissioners. The Property Appraiser assesses all property located within Leon County to ensure property is assessed as required by state statute. The Leon County Sheriff's Office provides law enforcement services, detention and correctional services, and coordination of public safety programs. The Supervisor of Elections is responsible for the registration of citizens to vote, processing and maintaining voter records, and conducting all elections for the community. The Tax Collector's Office provides tax collection and distribution services to taxpayers, business and taxing authorities.

HIGHLIGHTS

The Clerk's Office continues to provide staffing for the County Courts (Small Claims, Traffic, and Misdemeanor); provide accounting services and treasury investment ma 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. For FY 2020, the contractual increase of for financial services provided by the Clerk was $87,681. In addition, there was a nominal increase in Article V funding in the amount of $238, for a net increase of $81,036.

The Property Appraiser's Office manages and certifies property values and exemptions for more than 108,000 parcels currently totaling $28.3 billion in Just Value and $16.6 billion in Taxable Value for Leon County. These services are provided to the Board of Commissioners, School Board, City of Tallahassee, Downtown Improvement Authority and the Northwest Water Management District. The Leon County Property Appraiser's office was awarded the prestigious International Association of Assessing Officers (IAAO) Certificate of Excellence in Assessment Administration for utilizing best appraisal and assessment practices. The Property Appraiser and the Board of County Commissioners have moved to e-TRIM for the Truth-In-Millage (TRIM) statutory reporting requirements. This electronic process has increased efficiencies for all taxing authorities in reporting county property valuations and ad valorem taxes to the State of Florida.

The Sheriff's Office continues to provide the highest professional level of effective and efficient law enforcement services to the residents of Leon County. For FY 2020, the Sheriff's office added four new road deputy positions, two Crime Analysts for the Real Time Crime Center; a Property and Evidence Supervisor; and one Information Technology Analyst. Additional funding in the amount of $1.3 million is allocated for the replacement of Sheriff patrol vehicles as well as $2.0 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 the Presidential Preference Primary and general elections cycles and decreases in off-year election cycles. The upcoming FY 2020 cycle is a presidential preference general election cycle. For FY 2020, the Supervisor of Elections budget increased in the amount of $1.387 million to support this primary and includes the addition of one new Administrative Services Specialist position.

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 2020 Adopted Budget

Constitutional

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	59,705,951	60,996,353	63,219,812	606,210	63,826,022	66,837,615
Operating	17,532,830	18,815,216	21,326,444	-	21,326,444	20,794,971
Transportation	950	136,372	2,485	-	2,485	2,485
Capital Outlay	1,102,980	1,724,761	2,408,854	-	2,408,854	2,391,252
Interfund Transfers	5,638	-	-	-	-	-
Constitutional Payments	12,086,201	12,098,194	12,311,820	-	12,311,820	12,598,628
Sheriff Offset	(1,553,927)	(1,657,374)	(1,916,479)	-	(1,916,479)	(1,958,809)
Total Budgetary Costs	88,880,624	92,113,522	97,352,936	606,210	97,959,146	100,666,142

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Clerk of the Circuit Court	2,095,843	2,185,369	2,266,404	-	2,266,404	2,337,278
Property Appraiser	5,091,369	5,088,414	5,059,837	-	5,059,837	5,180,406
Sheriff	72,218,808	75,476,502	79,218,528	522,645	79,741,173	83,251,093
Supervisor of Elections	4,482,531	4,118,199	5,401,723	83,565	5,485,288	4,387,139
Tax Collector	4,992,073	5,245,038	5,406,444	-	5,406,444	5,510,226
Total Budget	88,880,624	92,113,522	97,352,936	606,210	97,959,146	100,666,142

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
	206,030	-	-	-	-	-
001 General Fund	11,451,617	11,785,156	11,982,887	-	11,982,887	12,267,463
060 Supervisor of Elections	4,276,500	4,118,199	5,401,723	83,565	5,485,288	4,387,139
110 Fine and Forfeiture	72,644,006	75,897,129	79,639,393	522,645	80,162,038	83,680,375
123 Stormwater Utility	67,617	65,920	71,850	-	71,850	72,568
135 Emergency Medical Services MSTU	150,144	156,149	162,395	-	162,395	162,395
145 Fire Services Fee	47,048	47,849	50,590	-	50,590	51,096
162 County Accepted Roadways and Drainage Systems Program (CARDS) (162)	3,262	5,500	5,500	-	5,500	5,500
164 Special Assessment - Killearn Lakes Units I and II Sewer	4,497	5,000	5,000	-	5,000	5,000
401 Solid Waste	29,902	32,620	33,598	-	33,598	34,606
Total Revenues	88,880,624	92,113,522	97,352,936	606,210	97,959,146	100,666,142

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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	628.00	641.00	641.00	8.00	649.00	649.00
Supervisor of Elections	19.00	19.00	19.00	1.00	20.00	20.00
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
Total Full-Time Equivalents (FTE)	953.00	966.00	966.00	9.00	975.00	975.00

OPS Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Supervisor of Elections	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Clerk of the Circuit Court Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	425,198	420,627	420,865	-	420,865	429,282
Constitutional Payments	1,670,645	1,764,742	1,845,539	-	1,845,539	1,907,996
Total Budgetary Costs	2,095,843	2,185,369	2,266,404	-	2,266,404	2,337,278

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Clerk - Article V Expenses (110-537-614)	425,198	420,627	420,865	-	420,865	429,282
Clerk - Finance Administration (001-132-586)	1,670,645	1,764,742	1,845,539	-	1,845,539	1,907,996
Total Budget	2,095,843	2,185,369	2,266,404	-	2,266,404	2,337,278

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	1,670,645	1,764,742	1,845,539	-	1,845,539	1,907,996
110 Fine and Forfeiture	425,198	420,627	420,865	-	420,865	429,282
Total Revenues	2,095,843	2,185,369	2,266,404	-	2,266,404	2,337,278

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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

Clerk of the Circuit Court & Comptroller – Clerk – Finance Administration (001-132-586)

Mission	The goal of the Leon County Clerk of the Circuit Court and Comptroller's (Clerk) Office is to efficiently and effectively perform the responsibilities of Clerk of the Circuit and County Courts, Clerk to the Board of County Commissioners, Recorder, Guardian of Public Records, Treasurer, and Auditor.
Core Objectives	1. The 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, investment 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	FY18 Leon County Range	Benchmark
All case categories opened or entered for benchmarking is listed below – Criminal & Civil	98.0% - 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 2017 Actual	FY 2018 Actual	FY 2019 Estimate	FY 2020 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	99	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	99	100	100
	Traffic (UTC) cases opened within 3 business days	97	99	97	97
Civil Cases	Court Circuit cases opened within 2 business days	100	99	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	99	100	100
	Family cases opened within 3 business days	100	99	100	100
	Juvenile Dependency cases opened within 2 business days	100	98	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	99	99	99
	Traffic (UTC) docket entries entered within 3 business days	99	99	99	99
Civil Cases	Circuit cases entered within 3 business days	99	100	100	100
	County cases entered within 3 business days	100	100	100	100
	Traffic (UTC) cases entered within 4 business days	99	99	99	99
	Probate cases entered within 3 business days	100	99	100	100
	Family cases entered within 3 business days	100	100	100	100
	Juvenile Dependency cases entered within 3 business days	100	99	100	100

Clerk of the Circuit Court - Clerk - Finance Administration (001-132-586)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Constitutional Payments	1,670,645	1,764,742	1,845,539	-	1,845,539	1,907,996
Total Budgetary Costs	1,670,645	1,764,742	1,845,539	-	1,845,539	1,907,996

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	1,670,645	1,764,742	1,845,539	-	1,845,539	1,907,996
Total Revenues	1,670,645	1,764,742	1,845,539	-	1,845,539	1,907,996

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2020 Clerk Finance budget are as follows:

Increases to Program Funding:
1) Contractual increase of $81,036 for financial services provided by the Clerk as part of the contract and a nominal increase in Article V. The contract with the Clerk requires the County be responsible for 72.42% of all costs related to the Finance Department. This includes costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increases in workers' compensation costs, and funding for a salary adjustment to be determined by the Clerk.

Clerk of the Circuit Court - Clerk - Article V Expenses (110-537-614)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	425,198	420,627	420,865	-	420,865	429,282
Total Budgetary Costs	425,198	420,627	420,865	-	420,865	429,282

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
110 Fine and Forfeiture	425,198	420,627	420,865	-	420,865	429,282
Total Revenues	425,198	420,627	420,865	-	420,865	429,282

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Clerk - Courts	101.50	101.50	101.50	-	101.50	101.50
Clerk - Information Services	10.00	10.00	10.00	-	10.00	10.00
Clerk - Administration	31.50	31.50	31.50	-	31.50	31.50
Total Full-Time Equivalents (FTE)	143.00	143.00	143.00	-	143.00	143.00

Clerk's Article V expenses relate to Article V of the Florida Constitution. 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 2020 budget reflects a nominal increase in Article V Funding.

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	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 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Parcel Count (Real and Personal Property)	120,377	120,924	121,000	121,500
Property Transactions (Sale Count)	11,467	11,905	12,100	12,500
Number of Homestead Exemptions (F.S. 196.031)	55,267	55,765	55,800	56,000
Number of Senior Exemptions (F.S. 196.075)	1,533	1,512	1,570	1,550

Property Appraiser (001-512-586)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Constitutional Payments	5,091,369	5,088,414	5,059,837	-	5,059,837	5,180,406
Total Budgetary Costs	5,091,369	5,088,414	5,059,837	-	5,059,837	5,180,406

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	5,091,369	5,088,414	5,059,837	-	5,059,837	5,180,406
Total Revenues	5,091,369	5,088,414	5,059,837	-	5,059,837	5,180,406

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Property Appraiser	1.00	1.00	1.00	-	1.00	1.00
Financial Officer	1.00	1.00	1.00	-	1.00	1.00
Administrative Supervisor/Secretary/Telephone Operator	1.00	1.00	1.00	-	1.00	1.00
Assistant Property Appraiser	1.00	1.00	1.00	-	1.00	1.00
Chief Deputy of Appraisals	1.00	1.00	1.00	-	1.00	1.00
Commercial Analyst	3.00	3.00	3.00	-	3.00	3.00
Exemption/Customer Service Supervisor	1.00	1.00	1.00	-	1.00	1.00
Data Entry Operator	2.00	2.00	2.00	-	2.00	2.00
Chief Information Officer	1.00	1.00	1.00	-	1.00	1.00
Director of Management Services	1.00	1.00	1.00	-	1.00	1.00
Director of Real Estate	1.00	1.00	1.00	-	1.00	1.00
Exempt/Customer Service Technicians	6.00	6.00	6.00	-	6.00	6.00
GIS Coordinator	1.00	1.00	1.00	-	1.00	1.00
GIS/IT Specialist	4.00	4.00	4.00	-	4.00	4.00
Land Appraisers/Sales	3.00	3.00	3.00	-	3.00	3.00
Land Supervisor	1.00	1.00	1.00	-	1.00	1.00
NAL Supervisor	1.00	1.00	1.00	-	1.00	1.00
TPP Supervisor	1.00	1.00	1.00	-	1.00	1.00
Network System Administrator	1.00	1.00	1.00	-	1.00	1.00
Residential Appraisal/Specialist	11.00	11.00	11.00	-	11.00	11.00
RE Title/NAL Technician	4.00	4.00	4.00	-	4.00	4.00
Supervisor/Administrator Field Operations	1.00	1.00	1.00	-	1.00	1.00
TPP Appraiser/Auditor	3.00	3.00	3.00	-	3.00	3.00
Tax Roll Administrator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	52.00	52.00	52.00	-	52.00	52.00

The major variances for the FY 2020 Property Appraiser's budget are as follows:

Decreases to Program Funding:
1) For FY 2020, the Property Appraiser budget reflects decrease in operating ($85,750) and capital outlay ($42,000) 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 at 3.86%, increases in workers' compensation costs, and funding for a salary adjustment to be determined by the Property Appraiser. The total reduction in the Property Appraiser's budget is $28,577.

Sheriff Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	57,481,477	58,707,198	60,315,175	522,645	60,837,820	64,390,070
Operating	15,419,269	16,719,307	18,454,380	-	18,454,380	18,454,380
Capital Outlay	866,351	1,707,371	2,365,452	-	2,365,452	2,365,452
Interfund Transfers	5,638	-	-	-	-	-
Sheriff Offset	(1,553,927)	(1,657,374)	(1,916,479)	-	-1,916,479	(1,958,809)
Total Budgetary Costs	72,218,808	75,476,502	79,218,528	522,645	79,741,173	83,251,093

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Corrections (110-511-586)	35,663,114	36,833,566	38,408,071	-	38,408,071	39,980,374
Law Enforcement (110-510-586)	36,555,693	38,642,936	40,810,457	522,645	41,333,102	43,270,719
Total Budget	72,218,808	75,476,502	79,218,528	522,645	79,741,173	83,251,093

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
110 Fine and Forfeiture	72,218,808	75,476,502	79,218,528	522,645	79,741,173	83,251,093
Total Revenues	72,218,808	75,476,502	79,218,528	522,645	79,741,173	83,251,093

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
	1.00		-	-	-	-
Law Enforcement	337.00	347.00	347.00	8.00	355.00	355.00
Corrections	290.00	294.00	294.00	-	294.00	294.00
Total Full-Time Equivalents (FTE)	628.00	641.00	641.00	8.00	649.00	649.00

Sheriff – Law Enforcement (110-510-586)

Mission	The mission of the Leon County Sheriff's Office – Law Enforcement is to provide the highest professional level of effective and efficient law enforcement services to the residents of Leon County.
Core Objectives	1. Provide a uniformed deputy to respond to all emergency and non-emergency calls for service. 2. Investigate crimes and diligently pursue those persons who violate the law. 3. Provide School Resource Officers at all high schools and middle schools. 4. Execute all processes of the Supreme Court, Circuit Court, County Court, and Board of County Commissioners. 5. Provide Leon County courthouse and courtroom security. 6. Provide the citizens of Leon County with informational publications and programs for crime prevention. 7. Involved in practicing community oriented policing activities and by creating partnerships with local charity agencies.
Statutory Responsibilities	F.S. Article V, Chapter 30 – Sheriffs
Advisory Board	Public Safety Communications Board

Performance Measures

Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Number of civil processes served [1].	24,250	25,991	23,808	22,500
Number of uniform patrol primary/secondary calls for service[2].	116,655	114,825	113,500	117,764
Number of warrants served.	5,232	5,380	5,500	5,500
Number visitors checked at Courthouse entrances.	272,928	275,572	277,688	275,000

Notes:

1. Value does not include attempts for service.
2. Values reflect only calls for Uniform Patrol.

Sheriff - Law Enforcement (110-510-586)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	32,798,030	33,316,395	33,886,458	522,645	34,409,103	36,389,050
Operating	4,945,832	5,602,410	6,830,628	-	6,830,628	6,830,628
Capital Outlay	822,391	1,481,505	2,109,850	-	2,109,850	2,109,850
Interfund Transfers	(456,632)	-	-	-	-	-
Sheriff Offset	(1,553,927)	(1,757,374)	(2,016,479)	-	(2,016,479)	(2,058,809)
Total Budgetary Costs	36,555,693	38,642,936	40,810,457	522,645	41,333,102	43,270,719

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
110 Fine and Forfeiture	36,555,693	38,642,936	40,810,457	522,645	41,333,102	43,270,719
Total Revenues	36,555,693	38,642,936	40,810,457	522,645	41,333,102	43,270,719

Sheriff - Law Enforcement (110-510-586)

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Aircraft Mechanic	1.00	1.00	1.00	-	1.00	1.00
Auto Mechanic III	2.00	2.00	2.00	-	2.00	2.00
Captain	6.00	6.00	6.00	-	6.00	6.00
Crime Intel Supervisor	1.00	1.00	1.00	-	1.00	1.00
Fiscal Operations Clerk I	1.00	1.00	1.00	-	1.00	1.00
Judicial Services Clerk	1.00	1.00	2.00	-	2.00	2.00
Communications Officer	1.00	1.00	1.00	-	1.00	1.00
Deputy	197.00	205.00	205.00	4.00	209.00	209.00
Evidence Custodian	6.00	7.00	5.00	-	5.00	5.00
Finance Operations Manager	1.00	1.00	1.00	-	1.00	1.00
Fiscal Accounts Payable	1.00	1.00	1.00	-	1.00	1.00
Fleet Maintenance Manager	1.00	1.00	1.00	-	1.00	1.00
General Counsel	1.00	1.00	1.00	-	1.00	1.00
Lieutenant	14.00	14.00	14.00	-	14.00	14.00
Lieutenant Accreditation	1.00	1.00	1.00	-	1.00	1.00
Process Server	7.00	7.00	7.00	-	7.00	7.00
Records Clerk	2.00	4.00	4.00	-	4.00	4.00
Records Manager	1.00	1.00	1.00	-	1.00	1.00
Secretary	2.00	2.00	2.00	-	2.00	2.00
Sergeant	31.00	31.00	31.00	-	31.00	31.00
Sheriff's Secretary	1.00	1.00	1.00	-	1.00	1.00
Sheriff	1.00	1.00	1.00	-	1.00	1.00
Victim Advocate	2.00	2.00	2.00	-	2.00	2.00
IT Support Specialist	4.00	4.00	4.00	-	4.00	4.00
Civil Enforcement Supervisor	1.00	1.00	1.00	-	1.00	1.00
Crime Analyst	8.00	7.00	8.00	2.00	10.00	10.00
Fingerprint Clerk	1.00	1.00	1.00	-	1.00	1.00
Fiscal Operations Purch/Prop	3.00	3.00	3.00	-	3.00	3.00
Fleet Maintenance Mechanic	4.00	4.00	4.00	-	4.00	4.00
Human Resources Generalist	4.00	4.00	4.00	-	4.00	4.00
Payroll Specialist	1.00	1.00	1.00	-	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	-	1.00	1.00
IT Manager	1.00	1.00	1.00	-	1.00	1.00
Director of Media Relations	1.00	1.00	1.00	-	1.00	1.00
Records Custodian	1.00	1.00	1.00	-	1.00	1.00
Records Specialist	8.00	8.00	8.00	-	8.00	8.00
Latent Fingerprint Examiner	1.00	1.00	1.00	-	1.00	1.00
Paralegal	1.00	1.00	1.00	-	1.00	1.00
Public Information Officer	1.00	1.00	1.00	-	1.00	1.00
Judical Services Specialist	3.00	3.00	3.00	-	3.00	3.00
IT Administrator	1.00	1.00	1.00	-	1.00	1.00
Fiscal Clerk II	1.00	1.00	1.00	-	1.00	1.00
Traffic Support Specialist	1.00	1.00	1.00	-	1.00	1.00
Chief	5.00	5.00	5.00	-	5.00	5.00
IT Analyst	2.00	2.00	2.00	1.00	3.00	3.00
Property and Evidence Supervisor	-	-	-	1.00	1.00	1.00
Chief Financial Officer	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	337.00	347.00	347.00	8.00	355.00	355.00

Sheriff - Law Enforcement (110-510-586)

Increases to Program Funding:
The Sheriff's budget (Law Enforcement & Corrections) increased by a total of 5.65%. The increase in the Law Enforcement portion of the Sheriff's budget is 6.96% and includes:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increases in workers' compensation costs, and funding for salary adjustments based on a 3% average.
2. Additional personnel costs are associated with the final year of a three-year phase in of positions for the Sheriff. The following positions are included in the FY 2020 budget request: four new Deputies; two Crime Analysts for the Real Time Crime Center; a Property and Evidence Supervisor; and one Information Technology Analyst. The total cost for these eight positions is $522,645.
3. $262,191 for operating supplies for the Real Time Crime Center including furniture and computers, and the cost increase for the purchase of body armor for deputies.
4. $165,736 for increased cost related to the repair and maintenance for vehicles, radios, the helicopter fleet.
5. $125,000 for the replacement of mobile data terminals in patrol vehicles.
6. $103,200 for computer software licenses.

Increases in capital outlay funding:
1. $206,000 for new vehicles for new deputies.
2. $211,200 for the first year of a replacement schedule for tasers.
3. $140,000 for a digital video management system related to the Real Time Crime Center.
4. $118,500 for additional equipment for information technology related items such as laptops and computer replacements for new employees.
5. $41,250 for new and replacement automated external defibrillators.
6. $33,600 for investigative equipment including surveillance cameras.
7. $25,000 to establish a new drone program.

Decreases in Grant-in-Aid Funding:
The Sheriff's current budget and prior history no longer include the Consolidated Dispatch Agency (CDA). Due to changes in the interlocal agreement, the CDA was removed from the Sheriff's budget to Leon County Government. For an accurate depiction, the history was realigned to the CDA funding account in the Non-Operating Department.

Sheriff – Corrections (110-511-586)

Mission	The mission of the Leon County Sheriff's Office – Corrections is to provide the highest professional level of effective and efficient detention and correctional services to the residents of Leon County.
Core Objectives	1. Provide care, custody, and control of inmates. 2. Provide medical care for inmates. 3. Administer financial responsibility for medical expenses. 4. Provide transportation of inmates. 5. Provide educational and treatment programs for inmates. 6. Manage inmate work crew programs.
Statutory Responsibilities	F.S. Article V, Chapter 30 – Sheriffs
Advisory Board	Public Safety Coordinating Council

Performance Measures

Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Number of inmates on average.	1,038	1,033	1,051	1,062
Number of work crew labor hours.	100,175	108,440	110,100	112,000

Sheriff - Corrections (110-511-586)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	24,683,447	25,390,803	26,428,717	-	26,428,717	28,001,020
Operating	10,473,437	11,116,897	11,623,752	-	11,623,752	11,623,752
Capital Outlay	43,960	225,866	255,602	-	255,602	255,602
Interfund Transfers	462,270	-	-	-	-	-
Sheriff Offset	-	100,000	100,000	-	100,000	100,000
Total Budgetary Costs	35,663,114	36,833,566	38,408,071	-	38,408,071	39,980,374

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
110 Fine and Forfeiture	35,663,114	36,833,566	38,408,071	-	38,408,071	39,980,374
Total Revenues	35,663,114	36,833,566	38,408,071	-	38,408,071	39,980,374

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Major	1.00	1.00	1.00	-	1.00	1.00
Captain	4.00	4.00	4.00	-	4.00	4.00
Lieutenant	8.00	8.00	8.00	-	8.00	8.00
Sergeant	30.00	30.00	30.00	-	30.00	30.00
Correctional Officer	194.00	198.00	198.00	-	198.00	198.00
Correctional Technician	33.00	33.00	33.00	-	33.00	33.00
Administrative Assistant	2.00	2.00	2.00	-	2.00	2.00
Inmate Records Clerk	2.00	2.00	2.00	-	2.00	2.00
Facilities Maintenance Manager	1.00	1.00	1.00	-	1.00	1.00
Maintenance II	1.00	1.00	1.00	-	1.00	1.00
Fiscal OPS Coordinator	1.00	1.00	1.00	-	1.00	1.00
Facilities Maintenace - Electrician	2.00	2.00	2.00	-	2.00	2.00
Facilities Maintenace - General	2.00	2.00	2.00	-	2.00	2.00
Facilities Maintenace - HVAC	1.00	1.00	1.00	-	1.00	1.00
Facilities Maintenace - Plumber	1.00	1.00	1.00	-	1.00	1.00
Inmate Records Specialist	2.00	2.00	2.00	-	2.00	2.00
IT Support Supervisor	1.00	1.00	1.00	-	1.00	1.00
Chief	1.00	1.00	1.00	-	1.00	1.00
Warehouse Specialist	1.00	1.00	1.00	-	1.00	1.00
Inmate Commissary	1.00	1.00	1.00	-	1.00	1.00
Jail Records Custodian	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	290.00	294.00	294.00	-	294.00	294.00

Increases to Program Funding:
The Sheriff's budget (Law Enforcement & Corrections) increased by a total of 5.65%. The increase in Correction's portion of the Sheriff's budget is 4.27% and includes:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, workers' compensation costs increase, and funding for salary adjustments based on a 3% average.
2. $227,178 for contractual services related to food services and onsite and offsite medical care for inmates.
3. $106,000 in kitchen supplies for the Detention Center related to food service contract.
4. $93,632 for software, fleet, and radio repair and maintenance.
5. $26,756 in various insurance increases including property, liability and prison medical.

Increases in capital outlay funding including:
1. $74,572 in security monitors, printers and touchscreen computer replacements at the detention facility.
3. $60,000 for a vehicle replacement related to the transport of inmates.
3. $23,000 to replace kitchen equipment including a convection oven and other appliances not covered by the food service contract.

Supervisor of Elections Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	2,224,474	2,289,155	2,904,637	83,565	2,988,202	2,447,545
Operating	1,688,363	1,675,282	2,451,199	-	2,451,199	1,911,309
Transportation	950	136,372	2,485	-	2,485	2,485
Capital Outlay	236,629	17,390	43,402	-	43,402	25,800
Constitutional Payments	332,114	-	-	-	-	-
Total Budgetary Costs	4,482,531	4,118,199	5,401,723	83,565	5,485,288	4,387,139

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
2016/17 Federal Elections Grant (061-953017-513)	55,230	-	-	-	-	-
Albert Monitoring Grant (061-953020-513)	9,732	-	-	-	-	-
Elections (060-520-586)	215,407	-	-	-	-	-
Elections (060-521-513)	1,386,081	1,421,462	2,626,968	-	2,626,968	1,408,646
Elections (060-521-586)	116,707	-	-	-	-	-
Elections Security Grant (061-953019-513)	141,069	-	-	-	-	-
Voter Registration (060-520-513)	2,558,305	2,696,737	2,774,755	83,565	2,858,320	2,978,493
Total Budget	4,482,531	4,118,199	5,401,723	83,565	5,485,288	4,387,139

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
	206,030	-	-	-	-	-
060 Supervisor of Elections	4,276,500	4,118,199	5,401,723	83,565	5,485,288	4,387,139
Total Revenues	4,482,531	4,118,199	5,401,723	83,565	5,485,288	4,387,139

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Voter Registration	19.00	19.00	19.00	1.00	20.00	20.00
Total Full-Time Equivalents (FTE)	19.00	19.00	19.00	1.00	20.00	20.00

OPS Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Elections	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Supervisor of Elections (060-520/521-513)

Mission	The mission of the Supervisor of Elections office is to provide outstanding voter services and accessible elections in Leon County with integrity, transparency, and accuracy.
Core Objectives	1. Conduct all regularly scheduled federal, state, county and municipal elections as well as any special elections as required by the State of Florida, Leon County, City of Tallahassee or special district. 2. Maintain registration records in physical and electronic form via statewide voter registration database. 3. Perform annual address confirmation maintenance via verification of addresses through the national clearing house for postal change of addresses. 4. Perform voter outreach in Leon County at local events and approximately 25 library, school and branch sites by providing access to voter registration material and educating the public on registration, voting and elections. 5. Qualify all candidates for county, municipal or special district office within Leon County. 6. Provide candidates, parties and committees with information on voters including name and address, registration status, demographics and voting history, maps and information such as precinct street maps and lists. 7. Publish election related material and advertising as required by state statute notifying citizens, candidates, political parties and committees of dates of events relating to all elections. 8. Train poll workers for each election as required by state statute. 9. Verification of signatures on candidate and initiative petitions with certification to the State of Florida. 10. Manage voter precinct assignments in response to population changes, legislative redistricting or changes in local jurisdictions including annexations by the City of Tallahassee or the creation of special districts.
Statutory Responsibilities	Florida Constitution; Florida Statutes 97-106 Elections Code; Florida Statute 129.201-129.202; Florida Statutes 189; Florida Statutes 190; The National Voter Registration Act; The Voting Rights Act; The Help America Voter Act of 2002; The Leon County Charter and The City of Tallahassee Charter
Advisory Board	County Canvassing Board

Performance Measures

Performance Measures	2018 Election Cycle Actuals		2020 Election Cycle Estimates			2022 Election Cycle Estimates	
	Primary	**General**	**PPP**	**Primary**	**General**	**Primary**	**General**
Number of Registered Voters	206,878	213,195	218,000	218,000	231,000	225,000	233,000
Number of Voters Who Voted	76,634	141,111	96,320	80,660	189,420	78,750	144,460
Voter Turnout Percentage	37%	66%	56%*	37%	82%	35%	62%
Number of Early Voters	18,161	56,119	26,970	19,358	85,239	21,263	65,007
Number of Precinct Poll Workers Deployed	788	863	775	800	850	800	850
Number of Absentee Ballots Mailed	31,240	31,463	22,154	21,335	41,388	19,018	33,226
Number of Absentee Ballots Processed	17,800	27,359	19,264	18,552	35,990	16,538	28,892
Number of Provisional Ballots Cast	83	288	200	75	225	75	225
Number of Provisional Ballots Accepted	43	78	75	37	56	37	56

**Percentage is based on number of eligible voters who vote. Due to a closed primary, only 172,000 REPS and DEMS are projected to be eligible to vote in this election.*

Supervisor of Elections - Voter Registration (060-520-513)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	1,926,748	1,965,628	2,008,490	83,565	2,092,055	2,162,314
Operating	594,693	720,219	751,585	-	751,585	814,679
Capital Outlay	36,865	10,890	14,680	-	14,680	1,500
Total Budgetary Costs	2,558,305	2,696,737	2,774,755	83,565	2,858,320	2,978,493

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
060 Supervisor of Elections	2,558,305	2,696,737	2,774,755	83,565	2,858,320	2,978,493
Total Revenues	2,558,305	2,696,737	2,774,755	83,565	2,858,320	2,978,493

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Administrative Services Specialist	-	-	-	1.00	1.00	1.00
Elections Systems Specialist		1.00	-	-	-	-
Supervisor of Elections	1.00	1.00	1.00	-	1.00	1.00
Deputy Supervisor of Elections	1.00	1.00	1.00	-	1.00	1.00
Admin. Services Director	1.00	1.00	1.00	-	1.00	1.00
Information Technology Dir.	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	1.00	-	1.00	1.00
Demographics/GIS Manager	1.00	1.00	1.00	-	1.00	1.00
Voter Services Specialist	3.00	-	3.00	-	3.00	3.00
Election Records Clerk	1.00	1.00	1.00	-	1.00	1.00
Voter Services Specialist II	1.00	-	1.00	-	1.00	1.00
Voting Systems Technician II	1.00	1.00	2.00	-	2.00	2.00
Outreach Specialist	1.00	1.00	1.00	-	1.00	1.00
Information Technology Specialist	1.00	-	1.00	-	1.00	1.00
Elections Records Specialist		3.00	-	-	-	-
Elections Records Specialist II		1.00	-	-	-	-
Total Full-Time Equivalents (FTE)	19.00	19.00	19.00	1.00	20.00	20.00

The Supervisor of Elections budget varies year to year depending on the election cycles. Funding for the Supervisor of Elections increases for Presidential Preference Primary and preparing for the November general election cycle and decreases in off year election cycles. The upcoming FY 2020 cycle is a Presidential Preference Primary and general election preparation cycle.

The major variances for the FY 2020 Supervisor of Election Voter Registration budget are as follows:

Increases to Program Funding:
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increases in workers' compensation costs, and funding for a salary adjustment to be determined by the Supervisor of Elections. In addition, increase includes one new Administrative Services Specialist position with a fiscal impact of $83,565.
2. $44,937 for contractual services for enhanced cyber security and graphic design services.
3. $29,876 in repairs and maintenance for online data back up service, security monitoring, and warehouse equipment repairs.
4. $24,188 for mailing equipment and software leases.
5. $7,690 for office furniture and workshop tools.

Decreases in Program Funding:
1. $12,985 in promotional activities for social media ads and print advertising.
2. $15,400 for training due to a decrease in staff certification requirements.

Supervisor of Elections - Elections (060-520-586)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Constitutional Payments	215,407	-	-	-	-	-
Total Budgetary Costs	215,407	-	-	-	-	-

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
060 Supervisor of Elections	215,407	-	-	-	-	-
Total Revenues	215,407	-	-	-	-	-

Supervisor of Elections - Elections (060-521-513)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	297,726	323,527	896,147	-	896,147	285,231
Operating	960,023	955,063	1,699,614	-	1,699,614	1,096,630
Transportation	950	136,372	2,485	-	2,485	2,485
Capital Outlay	127,382	6,500	28,722	-	28,722	24,300
Total Budgetary Costs	1,386,081	1,421,462	2,626,968	-	2,626,968	1,408,646

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
060 Supervisor of Elections	1,386,081	1,421,462	2,626,968	-	2,626,968	1,408,646
Total Revenues	1,386,081	1,421,462	2,626,968	-	2,626,968	1,408,646

OPS Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Elections Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2020 Supervisor of Elections, Elections budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, Increases in workers' compensation costs, and funding for a salary adjustment to be determined by the Supervisor of Elections, including an additional$477,000 in OPS funding for poll workers necessary to conduct the presidential primary election.
2. $241,667 in contractual services for temporary workers and security and traffic control at precincts for the election.
3. $131,693 for in printing and binding for election day and early voting ballots, election guides and training manuals.
4.. $90,765 in postage for mailing of election guides and sample ballots.
5. $42,317 for voting machine repair, software licensing and hardware warranties.
6. $28,800 for promotional activities including TV, newspaper and radio ads.
7. $15,280 in rentals and leases for polling site stipends and election week rental trucks.
8. $12,016 for operating supplies related to early voting and vote by mail teams.

Supervisor of Elections - Elections (060-521-586)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Constitutional Payments	116,707	-	-	-	-	-
Total Budgetary Costs	116,707	-	-	-	-	-

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
060 Supervisor of Elections	116,707	-	-	-	-	-
Total Revenues	116,707	-	-	-	-	-

Tax Collector Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Constitutional Payments	4,992,073	5,245,038	5,406,444	-	5,406,444	5,510,226
Total Budgetary Costs	4,992,073	5,245,038	5,406,444	-	5,406,444	5,510,226

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Tax Collector (001-513-586)	4,689,603	4,932,000	5,077,511	-	5,077,511	5,179,061
Tax Collector (123-513-586)	67,617	65,920	71,850	-	71,850	72,568
Tax Collector (135-513-586)	150,144	156,149	162,395	-	162,395	162,395
Tax Collector (145-513-586)	47,048	47,849	50,590	-	50,590	51,096
Tax Collector (162-513-586)	3,262	5,500	5,500	-	5,500	5,500
Tax Collector (164-513-586)	4,497	5,000	5,000	-	5,000	5,000
Tax Collector (401-513-586)	29,902	32,620	33,598	-	33,598	34,606
Total Budget	4,992,073	5,245,038	5,406,444	-	5,406,444	5,510,226

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	4,689,603	4,932,000	5,077,511	-	5,077,511	5,179,061
123 Stormwater Utility	67,617	65,920	71,850	-	71,850	72,568
135 Emergency Medical Services MSTU	150,144	156,149	162,395	-	162,395	162,395
145 Fire Services Fee	47,048	47,849	50,590	-	50,590	51,096
162 County Accepted Roadways and Drainage	3,262	5,500	5,500	-	5,500	5,500
164 Special Assessment Killearn Lakes	4,497	5,000	5,000	-	5,000	5,000
401 Solid Waste	29,902	32,620	33,598	-	33,598	34,606
Total Revenues	4,992,073	5,245,038	5,406,444	-	5,406,444	5,510,226

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
Total Full-Time Equivalents (FTE)	86.00	86.00	86.00	-	86.00	86.00

Tax Collector (001-513-586)

Mission	1. The Leon County Tax Collector's Office informs the public of tax obligations and available services; collects authorized taxes and fees from people and businesses in a fair and professional manner; and efficiently distributes the proceeds in accordance with law to the taxing authorities.
Core Objectives	1. Collect all authorized property taxes and fees within Leon County. 2. Efficiently distribute the collected taxes and fees to the appropriate authorities in accordance with law. 3. Perform responsibilities and provide services to people and businesses in a fair, efficient and courteous fashion. 4. Effectively perform as agents of the Florida Department of Highway Safety and Motor Vehicles and the Florida Fish and Wildlife Conservation Commission. 5. Conveniently serve the public through the provision of duplicate Birth Certificates on behalf of the Florida Department of Health 6. Conveniently serve the public through completion of concealed weapons applications on behalf of Department of Agriculture and Consumer Services.
Statutory Responsibilities	Florida Statutes, Chapters 192, 197, 218, 319, 320 and 322
Advisory Board	None

Tax Collector - Tax Collector (001-513-586)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Constitutional Payments	4,689,603	4,932,000	5,077,511	-	5,077,511	5,179,061
Total Budgetary Costs	4,689,603	4,932,000	5,077,511	-	5,077,511	5,179,061

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	4,689,603	4,932,000	5,077,511	-	5,077,511	5,179,061
Total Revenues	4,689,603	4,932,000	5,077,511	-	5,077,511	5,179,061

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
Total Full-Time Equivalents (FTE)	86.00	86.00	86.00	-	86.00	86.00

The County budget allocation is not the entire Tax Collector's budget, but only the portion relative to statutorily charged commissions paid by the County.

This budget reflects estimated commission payments based on 6.05% increase in property values and the related collection of ad valorem taxes. In addition to property taxes levied by the County, Florida Statutes requires the County to pay all commissions related to the collection of School Board ad valorem taxes. The FY 2020 increase in the Tax Collector’s budget is $135,895.

Tax Collector - Tax Collector (123-513-586)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Constitutional Payments	67,617	65,920	71,850	-	71,850	72,568
Total Budgetary Costs	67,617	65,920	71,850	-	71,850	72,568

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
123 Stormwater Utility	67,617	65,920	71,850	-	71,850	72,568
Total Revenues	67,617	65,920	71,850	-	71,850	72,568

Notes:

The budget reflects estimated commission payments associated with the collection of the non ad valorem stormwater assessment.

Tax Collector - Tax Collector (135-513-586)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Constitutional Payments	150,144	156,149	162,395	-	162,395	162,395
Total Budgetary Costs	150,144	156,149	162,395	-	162,395	162,395

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
135 Emergency Medical Services MSTU	150,144	156,149	162,395	-	162,395	162,395
Total Revenues	150,144	156,149	162,395	-	162,395	162,395

Notes:

This budget reflects estimated commission payments associated with the collection of Emergency Medical Services MSTU ad valorem taxes.

Tax Collector - Tax Collector (145-513-586)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Constitutional Payments	47,048	47,849	50,590	-	50,590	51,096
Total Budgetary Costs	47,048	47,849	50,590	-	50,590	51,096

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
145 Fire Services Fee	47,048	47,849	50,590	-	50,590	51,096
Total Revenues	47,048	47,849	50,590	-	50,590	51,096

Notes:

This budget reflects estimated commission payments associated with the collection of the non ad valorem fire service assessment.

Tax Collector - Tax Collector (162-513-586)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Constitutional Payments	3,262	5,500	5,500	-	5,500	5,500
Total Budgetary Costs	3,262	5,500	5,500	-	5,500	5,500

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
162 County Accepted Roadways and Drainage Systems Program (CARDS) (162)	3,262	5,500	5,500	-	5,500	5,500
Total Revenues	3,262	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.

Tax Collector - Tax Collector (164-513-586)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Constitutional Payments	4,497	5,000	5,000	-	5,000	5,000
Total Budgetary Costs	4,497	5,000	5,000	-	5,000	5,000

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
164 Special Assessment - Killearn Lakes Units I and II Sewer	4,497	5,000	5,000	-	5,000	5,000
Total Revenues	4,497	5,000	5,000	-	5,000	5,000

Notes:

The budget reflects estimated commission payments associated with the collection of the special assessments on subdivision lots associated with County infrastructure improvements, specifically the sewer system in Killearn Lakes Unit I & II.

Tax Collector - Tax Collector (401-513-586)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Constitutional Payments	29,902	32,620	33,598	-	33,598	34,606
Total Budgetary Costs	29,902	32,620	33,598	-	33,598	34,606

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
401 Solid Waste	29,902	32,620	33,598	-	33,598	34,606
Total Revenues	29,902	32,620	33,598	-	33,598	34,606

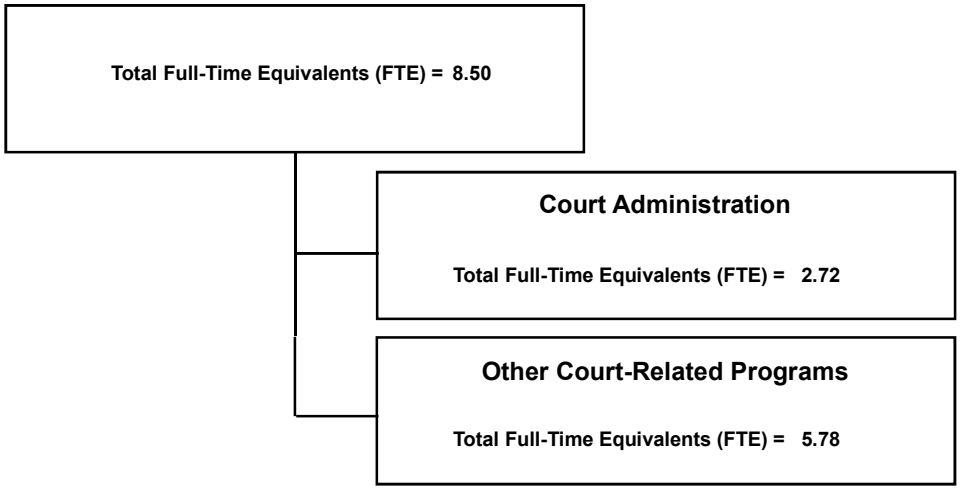
Notes:

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 2020 Adopted Budget

Judicial

Organizational Chart	22 – 2
Executive Summary	22 – 3
Judicial Summary	22 – 4
Court Administration	22 – 5
Other Court-Related Programs	22 – 9
State Attorney	22 – 17
Public Defender	22 – 21
Guardian Ad Litem	22 – 25


Total Full-Time Equivalents (FTE) = 8.50
Court Administration
Total Full-Time Equivalents (FTE) = 2.72
Other Court-Related Programs
Total Full-Time Equivalents (FTE) = 5.78

Executive Summary

The Judicial section of the Leon County FY 2020 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 35,718 jail beds and $2.67 million in costs will be avoided in FY 2020 due to Mental Health Coordinator intervention.

Teen Court continues to be one of the most successful and cost-effective juvenile diversion programs. The recidivism rate, a key indicator of the program's success, is reported on graduates that re-offend within one year of completing the program. It is estimated that only 3.5% of graduates will re-offend in FY 2020.

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 32 defendants will be served by the Veteran's Court in FY 2020.

In FY 2019, the State Attorney's Office established a new diversion program to address minor offenses through community interventions. The State Attorney's Office will receive and handle approximately 5,300 felony referrals, 900 juvenile referrals, and 6,900 misdemeanor referrals in FY 2020. The State Attorney Office continues to provide efficient and effective prosecution and dispositions of all felony, misdemeanor, and juvenile criminal cases referred. The County continues to provide additional funding support for first appearance attorneys to assist in reducing the jail population.

The Public Defender's Office estimates a total of 10,500 cases to be closed in FY 2020. 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 2020, Guardian Ad Litem will represent approximately 661 children who are residents of Leon County.

Leon County Fiscal Year 2020 Adopted Budget

Judicial

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	460,325	521,584	563,105	-	563,105	558,116
Operating	216,464	269,797	268,855	-	268,855	269,898
Capital Outlay	-	53,105	51,490	-	51,490	51,775
Grants-in-Aid	301,500	313,019	311,404	-	311,404	186,689
Total Budgetary Costs	978,290	1,157,505	1,194,854	-	1,194,854	1,066,478

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Court Administration	219,023	215,130	218,424	-	218,424	225,389
Other Court-Related Programs	500,516	649,973	685,905	-	685,905	550,237
State Attorney	112,381	133,300	132,120	-	132,120	132,255
Public Defender	124,880	136,390	134,980	-	134,980	135,145
Guardian Ad Litem	21,489	22,712	23,425	-	23,425	23,452
Total Budget	978,290	1,157,505	1,194,854	-	1,194,854	1,066,478

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	240,512	237,842	241,849	-	241,849	248,841
110 Fine and Forfeiture	494,761	529,604	527,014	-	527,014	402,314
114 Family Law Legal Services	102,921	70,815	71,099	-	71,099	73,858
117 Judicial Programs	140,095	319,244	354,892	-	354,892	341,465
Total Revenues	978,290	1,157,505	1,194,854	-	1,194,854	1,066,478

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Court Administration	2.72	2.72	3.00	-	3.00	3.00
Other Court-Related Programs	5.78	5.78	5.50	-	5.50	5.50
Total Full-Time Equivalents (FTE)	8.50	8.50	8.50	-	8.50	8.50

Court Administration Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	190,747	183,670	186,028	-	186,028	192,875
Operating	28,275	31,460	32,396	-	32,396	32,514
Total Budgetary Costs	219,023	215,130	218,424	-	218,424	225,389

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Court Administration (001-540-601)	205,945	204,425	206,609	-	206,609	213,456
Court Information Systems (001-540-713)	13,078	10,705	11,815	-	11,815	11,933
Total Budget	219,023	215,130	218,424	-	218,424	225,389

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	219,023	215,130	218,424	-	218,424	225,389
Total Revenues	219,023	215,130	218,424	-	218,424	225,389

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Court Administration	2.72	2.72	3.00	-	3.00	3.00
Total Full-Time Equivalents (FTE)	2.72	2.72	3.00	-	3.00	3.00

Court Administration (001-540-601)

Goal	The goal of the Office of Court Administration's Criminal Court Case Management Unit is to provide judicial case management for all cases in Leon County's criminal justice system in an effort to reduce delays in case disposition and/or defendant release.
Objectives	Criminal Case Management: 1. Oversight and supervision of Mental Health dockets, Veterans Treatment Court, and Felony Drug Court. 2. Performs early identification of all veterans and persons diagnosed with a mental illness booked into the Leon County Detention facility. 3. Provides judicial case management services for all in custody defendants. Specifically, those defendants who are 1) diagnosed with a mental illness, 2) participating in the Leon County Felony Drug Court program, or 3) participating in the Leon County Veterans Treatment Court program. 4. Reviews, enhances and coordinates all criminal court processes. 5. Attends the Criminal Justice Coordinating Committee (CJCC) and the Public Safety Coordinating Council (PSCC). 6. Provides training and oversight of court approved risk assessment tools. 7. Coordinates bi-weekly multi-disciplinary team staffing for all adult specialty courts and/or dockets. 8. Provides weekly, bi-weekly, and monthly case ageing reports to court parties. 9. Serves as Court Liaison for jail population review and management with all outside agencies.
Statutory Responsibilities	Florida Constitution; Florida Statutes, Chapters 29 "Court System Funding" *Chapter 34 "County Courts" *Chapter 38 "Judges: General Provisions" *Chapter 39 "Judicial: Proceedings Relating to Children" *Chapter 40 "Jurors & Payment of Jurors & Witnesses" *Chapter 43 "General Provisions: Courts"
Advisory Board	Criminal Justice Coordinating Committee; Public Safety Coordinating Council; Justice Information System Users Group, and attendant at First Steps board meetings.

Performance Measures

Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Number of Jail Beds Avoided Due to Criminal Case Management Unit Intervention.	32,151	39,284	32,901	35,718
Estimated Cost Avoidance Due to Criminal Case Management Unit Intervention.[1]	$2.53 million	$2.94 million	$2.46 million	$2.67 million
Number of Defendants Ordered to a Psychiatric Facility for Stabilization.	55	63	64	70
Number of Defendants Found to be Incompetent to Proceed.	104	125	112	122
Number of Defendants served by Veterans Treatment Court (VTC).	30	36	28	32
Number of Defendants served by Felony Drug Court (FDC).	100	85	68	77

Notes:
[1] Cost per day for the jail used in calculations is $74.75.

Court Administration - Court Administration (001-540-601)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	190,747	183,670	186,028	-	186,028	192,875
Operating	15,197	20,755	20,581	-	20,581	20,581
Total Budgetary Costs	205,945	204,425	206,609	-	206,609	213,456

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	205,945	204,425	206,609	-	206,609	213,456
Total Revenues	205,945	204,425	206,609	-	206,609	213,456

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Administrative Associate V	1.00		-	-	-	-
Detention Review Coordinator	-	-	1.00	-	1.00	1.00
Criminal Court Specialist	-	1.00	1.00	-	1.00	1.00
Criminal Court Coordinator	1.00	1.00	1.00	-	1.00	1.00
Trial Court Marshal	0.72	0.72	-	-	-	-
Total Full-Time Equivalents (FTE)	2.72	2.72	3.00	-	3.00	3.00

The major variances for the FY 2020 Court Administration budget are as follows:

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

Decreases to Program Funding:
1. Several position changes affect Court Administration: The Trial Court Marshall position which was previously split-funded between Court Administration and Judicial Programs/ Article V is now entirely aligned to Judicial Programs/Article V; the Case Coordinator position previously aligned with Teen Court is now aligned with Court Administration and has been reclassified as a Detention Review Coordinator.

Court Administration - Court Information Systems (001-540-713)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	13,078	10,705	11,815	-	11,815	11,933
Total Budgetary Costs	13,078	10,705	11,815	-	11,815	11,933

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	13,078	10,705	11,815	-	11,815	11,933
Total Revenues	13,078	10,705	11,815	-	11,815	11,933

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 2020 Court Information Systems budget are as follows:

Increases to Program Funding:
1. Phone system costs in the amount of $690.
2. Communication costs in the amount of $1,800.

Other Court-Related Programs Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	194,849	263,914	303,077	-	303,077	291,241
Operating	4,168	19,935	19,934	-	19,934	20,532
Capital Outlay	-	53,105	51,490	-	51,490	51,775
Grants-in-Aid	301,500	313,019	311,404	-	311,404	186,689
Total Budgetary Costs	500,516	649,973	685,905	-	685,905	550,237

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Alternative Juvenile Programs (117-509-569)	55,513	60,305	64,352	-	64,352	66,501
Court Administration - Teen Court (114-586-662)	102,921	70,815	71,099	-	71,099	73,858
Judicial Programs/Article V (117-548-662)	40,582	152,729	187,560	-	187,560	171,414
Law Library (117-546-714)	-	53,105	51,490	-	51,490	51,775
Legal Aid - Court (117-555-715)	44,000	53,105	51,490	-	51,490	51,775
Legal Aid (110-555-715)	257,500	259,914	259,914	-	259,914	134,914
Total Budget	500,516	649,973	685,905	-	685,905	550,237

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
110 Fine and Forfeiture	257,500	259,914	259,914	-	259,914	134,914
114 Family Law Legal Services	102,921	70,815	71,099	-	71,099	73,858
117 Judicial Programs	140,095	319,244	354,892	-	354,892	341,465
Total Revenues	500,516	649,973	685,905	-	685,905	550,237

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Court Administration - Teen Court	2.22	2.15	1.15	-	1.15	1.15
Alternative Juvenile Programs	1.00	1.00	1.00	-	1.00	1.00
Judicial Programs/Article V	2.56	2.63	3.35	-	3.35	3.35
Total Full-Time Equivalents (FTE)	5.78	5.78	5.50	-	5.50	5.50

Other Court-Related Programs - Legal Aid (110-555-715)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Grants-in-Aid	257,500	259,914	259,914	-	259,914	134,914
Total Budgetary Costs	257,500	259,914	259,914	-	259,914	134,914

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
110 Fine and Forfeiture	257,500	259,914	259,914	-	259,914	134,914
Total Revenues	257,500	259,914	259,914	-	259,914	134,914

The FY 2020 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 FY 2016 to provide additional funding for Legal Services of North Florida for an attorney and an administrative assistant for a maximum of five years due to funding decreases from federal and state resources. The additional funding is budgeted through FY 2020. The remaining Legal Aid funding is budgeted in Other Court –Related Programs Grants in Aid.

Court Administration – Teen Court (114-586-662)

Goal	The goal of Teen Court is to have clients face a jury of their peers, receive a fair and just sentence for their crime, complete the educational sanctions imposed by the Teen Court jury, learn from their mistakes, set goals for themselves, and make better decisions in the future.
Objectives	1. Provide a forum whereby youthful offenders are "sentenced" by a court of their peers. 2. Provide sanctions to offenders through sentencing hearings. 3. Provide professional, educational, and counseling services and/or referrals to clients of the program. 4. Provide training for teens to serve as prosecution and defense attorneys, as well as bailiffs, clerks and videographers. 5. Provide educational/crime prevention/victim's awareness components to clients.
Statutory Responsibilities	Florida Statutes, Chapter 938.19. Assessment of additional court costs; Leon County Ordinance Sec. 7-28(c).
Advisory Board	Teen Court is a member of the Florida Association of Teen Courts, as well as a participant in the National Youth Court Association. Collectively, program staff participates with the Integrated Juvenile Services Staffing team at the Juvenile Assessment Center (JAC) and The Youth Development Council.

Performance Measures

Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimates[4]
Number of Cases Referred to Teen Court.	76	69	75	73
Number of Hours Active Officers Have Served. [1]	982	1,182	1,000	1,082
Number of Hours Teen Volunteers Have Served as Jurors.	2,367	2,931	2,500	2,649
Number of Volunteer Service Hours Contributed.[2]	4,002	4,489	4,500	4,246
Number of Successful Completions.	61	55	65	58
Percentage of Re-Offenders (Recidivism).[3]	3.3%	3.7%	2%	3.5%

Notes:
1. Officers refers to Teens (students) volunteering from Leon County School district high schools serving as officers (e.g. attorneys, clerks, and bailiff positions) in actual teen court proceedings.
2. The number of volunteer service hours contributed reflects both the number of hours a youth participates and the number of adult volunteer hours.
3. Teen Court recidivism rates will be reported on graduates that re-offend within one year of completing the program.
4. FY 2020 Estimates are calculated using the average for Actual Numbers in 2017 and 2018

Other Court-Related Programs - Court Administration - Teen Court (114-586-662)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	99,746	59,941	60,225	-	60,225	62,386
Operating	3,175	10,874	10,874	-	10,874	11,472
Total Budgetary Costs	102,921	70,815	71,099	-	71,099	73,858

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
114 Family Law Legal Services	102,921	70,815	71,099	-	71,099	73,858
Total Revenues	102,921	70,815	71,099	-	71,099	73,858

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Case Coordinator	1.00	1.00	-	-	-	-
Teen Court Dir./Volunteer Coordinator	0.59	0.58	0.58	-	0.58	0.58
Teen Court Education Coordinator	0.63	0.57	0.57	-	0.57	0.57
Total Full-Time Equivalents (FTE)	2.22	2.15	1.15	-	1.15	1.15

The major variances for the FY 2020 Teen Court budget are as follows:

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

Decreases to Program Funding:
1. The Case Coordinator position previously aligned with Teen Court is now aligned with Court Administration and has been reclassified as a Detention Review Coordinator.

Other Court-Related Programs - Alternative Juvenile Programs (117-509-569)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	55,513	57,003	61,050	-	61,050	63,199
Operating	-	3,302	3,302	-	3,302	3,302
Total Budgetary Costs	55,513	60,305	64,352	-	64,352	66,501

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
117 Judicial Programs	55,513	60,305	64,352	-	64,352	66,501
Total Revenues	55,513	60,305	64,352	-	64,352	66,501

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 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 2020, the increase in costs is offset by the use of available fund balance.

The major variances for the FY 2020 Alternative Juvenile Programs budget are as follows:

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

Other Court-Related Programs - Law Library (117-546-714)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Capital Outlay	-	53,105	51,490	-	51,490	51,775
Total Budgetary Costs	-	53,105	51,490	-	51,490	51,775

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
117 Judicial Programs	-	53,105	51,490	-	51,490	51,775
Total Revenues	-	53,105	51,490	-	51,490	51,775

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.

Funding for this program declined due to a reduction in estimated revenue associated with fewer fines being collected as a result of fewer traffic citations.

Other Court-Related Programs - Judicial Programs/Article V (117-548-662)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	39,589	146,970	181,802	-	181,802	165,656
Operating	993	5,759	5,758	-	5,758	5,758
Total Budgetary Costs	40,582	152,729	187,560	-	187,560	171,414

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
117 Judicial Programs	40,582	152,729	187,560	-	187,560	171,414
Total Revenues	40,582	152,729	187,560	-	187,560	171,414

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Teen Court Dir./Volunteer Coordinator	0.41	0.42	0.42	-	0.42	0.42
Teen Court Education Coordinator	0.37	0.43	0.43	-	0.43	0.43
Trial Court Marshal	0.28	0.28	1.00	-	1.00	1.00
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)	2.56	2.63	3.35	-	3.35	3.35

On June 8, 2004 the Board of County Commissioners authorized the imposition of a $65 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the $65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be spent in subsequent fiscal years for the funding of either state or local requirements. Increase in program costs are offset the use of fund balance to support program expenditures.

Increases to Program Funding:

1. The Trial Court Marshall position which was previously split-funded between Court Administration and Judicial Programs/ Article V is now entirely aligned to Judicial Programs/Article V
2. Increase in personnel services due to costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 3.86%, increase in workers' compensation costs, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Other Court-Related Programs - Legal Aid - Court (117-555-715)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Grants-in-Aid	44,000	53,105	51,490	-	51,490	51,775
Total Budgetary Costs	44,000	53,105	51,490	-	51,490	51,775

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
117 Judicial Programs	44,000	53,105	51,490	-	51,490	51,775
Total Revenues	44,000	53,105	51,490	-	51,490	51,775

On June 8, 2004 the Board of County Commissioners authorized the imposition of a $65 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the $65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be utilized in subsequent fiscal years for the funding of either State or local requirements. Program expenditures were reduced in preparation for the decline in projected revenue, primarily due to fewer traffic citations being issued.

State Attorney Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	75,381	96,300	95,120	-	95,120	95,255
Total Budgetary Costs	112,381	133,300	132,120	-	132,120	132,255

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
State Attorney (110-532-602)	99,247	118,600	118,600	-	118,600	118,600
State Attorney (110-532-713)	13,134	14,700	13,520	-	13,520	13,655
Total Budget	112,381	133,300	132,120	-	132,120	132,255

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
110 Fine and Forfeiture	112,381	133,300	132,120	-	132,120	132,255
Total Revenues	112,381	133,300	132,120	-	132,120	132,255

State Attorney (110-532-602)

Goal	The Mission of the State Attorney's Office for the Second Judicial Circuit is to serve the community through reducing crime and helping to mitigate the catastrophic impact that crime has on victims and offenders, their families, and society as a whole. This includes proactively addressing the causes of criminal behavior, working to achieve justice after a crime has been committed, and using creative strategies to lower recidivism.
Objectives	1. Provide personnel and procedures to perform all duties and functions for intake, investigation, and prosecution of felony, misdemeanor, juvenile criminal cases as well as other statutory obligations such as motions to which the State is a party. 2. Facilitating the function of the Grand Jury and serving as legal advisor to the Grand Jury. 3. Assist all law enforcement agencies with legal and investigative assistance upon request. 4. Represent the State of Florida in all suits, applications, civil, and criminal motions made within this circuit to which the State of Florida is a party. 5. Collaborate with community partners in order to make referrals for support services and to provide diversion programs.
Statutory Responsibilities	Florida Statutes 27 and 29.008
Advisory Board	None

Performance Measures

Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Number of Felony Cases filed.	5,051	5,169	5,200	5,300
Number of Juvenile Cases filed.	874	894	900	900
Number of Misdemeanor Cases filed.	6,052	6,866	6,800	6,900

State Attorney - State Attorney (110-532-602)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	62,247	81,600	81,600	-	81,600	81,600
Total Budgetary Costs	99,247	118,600	118,600	-	118,600	118,600

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
110 Fine and Forfeiture	99,247	118,600	118,600	-	118,600	118,600
Total Revenues	99,247	118,600	118,600	-	118,600	118,600

The FY 2020 State Attorney budget is recommended at the same funding level as the previous fiscal year.

State Attorney - State Attorney (110-532-713)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	13,134	14,700	13,520	-	13,520	13,655
Total Budgetary Costs	13,134	14,700	13,520	-	13,520	13,655

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
110 Fine and Forfeiture	13,134	14,700	13,520	-	13,520	13,655
Total Revenues	13,134	14,700	13,520	-	13,520	13,655

As part of the Article V funding requirement, expenses for communication costs are budgeted in State Attorney Information Systems and the actual expenses will be reported separately each year.

The major variances for the FY 2020 State Attorney Information Systems budget are as follows:

Decreases to Program Funding:
1. Communications in the amount of $1,180 associated with lower phone system costs.

Public Defender Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	37,729	37,000	37,000	-	37,000	37,000
Operating	87,151	99,390	97,980	-	97,980	98,145
Total Budgetary Costs	124,880	136,390	134,980	-	134,980	135,145

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Public Defender (110-533-603)	107,397	118,525	118,525	-	118,525	118,525
Public Defender (110-533-713)	17,483	17,865	16,455	-	16,455	16,620
Total Budget	124,880	136,390	134,980	-	134,980	135,145

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
110 Fine and Forfeiture	124,880	136,390	134,980	-	134,980	135,145
Total Revenues	124,880	136,390	134,980	-	134,980	135,145

Public Defender (110-533-603)

Goal	The Public Defender protects the constitutional and statutory rights of all citizens through the effective criminal legal representation of court appointed clients.
Objectives	1. Represent indigent clients charged with criminal offenses filed in Circuit, County, Juvenile, and Traffic Court. 2. Represent indigent clients with cases on appeal to the First District Court of Appeal, Florida Supreme Court, and the United States Supreme Court. 3. Represent indigent clients in civil commitment proceedings under the Jimmy Ryce Act and the Baker Act.
Statutory Responsibilities	Florida Statute, Chapter 27.51 and Florida Statute 29.008
Advisory Board	None

Performance Measures

Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Number of Total Appointed/Reopened Cases.	11,314	10,492	11,000	11,400
Number of Cases Pled.	5,511	5,009	5,500	5,950
Number of Nolle Prossed/Dismissed Cases.	581	382	475	500
Number of Total Cases Closed.	11,337	9,972	10,000	10,500
Number of Substantiated Bar Grievances.	0	0	0	0
Number of Appellate Clients Represented.	1,012	1,049	1,100	1,250
Number of Appellate Briefs Filed.	1,220	1,209	1,250	1,300

Public Defender - Public Defender (110-533-603)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	37,729	37,000	37,000	-	37,000	37,000
Operating	69,668	81,525	81,525	-	81,525	81,525
Total Budgetary Costs	107,397	118,525	118,525	-	118,525	118,525

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
110 Fine and Forfeiture	107,397	118,525	118,525	-	118,525	118,525
Total Revenues	107,397	118,525	118,525	-	118,525	118,525

The FY 2020 Public Defender's budget is recommended at the same funding level as the previous fiscal year.

Public Defender - Public Defender (110-533-713)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	17,483	17,865	16,455	-	16,455	16,620
Total Budgetary Costs	17,483	17,865	16,455	-	16,455	16,620

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
110 Fine and Forfeiture	17,483	17,865	16,455	-	16,455	16,620
Total Revenues	17,483	17,865	16,455	-	16,455	16,620

As part of the Article V funding requirement, expenses for communication costs are budgeted in Public Defender Information Systems and the actual expenses will be reported separately each year.

The major variances for the FY 2020 Public Defender Information Systems budget are as follows:

Decreases to Program Funding:
1. Communications in the amount of $1,410 associated with lower phone systems costs.

Guardian Ad Litem Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	21,489	22,712	23,425	-	23,425	23,452
Total Budgetary Costs	21,489	22,712	23,425	-	23,425	23,452

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
GAL Information Systems (001-547-713)	2,572	2,770	2,715	-	2,715	2,742
Guardian Ad Litem (001-547-685)	18,918	19,942	20,710	-	20,710	20,710
Total Budget	21,489	22,712	23,425	-	23,425	23,452

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	21,489	22,712	23,425	-	23,425	23,452
Total Revenues	21,489	22,712	23,425	-	23,425	23,452

Guardian Ad Litem (001-547-685)

Goal	The mission of the Guardian ad Litem Program is to advocate for the best interests of children who are alleged to be abused, neglected or abandoned, and who are involved in court proceedings.
Objectives	1. Provide children with legal representation and advocacy services. 2. Preserve children's physical safety and emotional well-being and protect children from further harm. 3. Make verbal and written recommendations for children's permanent placement in a stable and nurturing home environment. 4. Attend trials, hearings, staffing, and mediations.
Statutory Responsibilities	Florida Statutes, Chapter 39.402(8) (c)(1) "Placement of Child in Shelter"; Chapter 39.802(2)(a) "Petition for Termination of Parental Rights"; Chapter 39.822 "Appointment of Guardian Ad Litem"; Chapter 39.407(5) Dependency Case Referral to Mediation".
Advisory Board	None

Performance Measures

Performance Measures	FY 2017 Actuals	FY 2018 Actuals	FY 2019 Estimate	FY 2020 Estimate
Number of Leon County Cases.[1]	393	391	432	394
Number of Leon County Children Served.[2]	624	655	686	691
Number of Volunteers.[3]	407	408	447	416

Notes:

1. The Department of Children and Families is starting to perform more in-home services, eliminating the need for cases to appear in front of a judge. Anticipates reducing the estimated numbers of cases in FY 2020.

2. FY 2018 saw an increase in the number of children we served due to several cases having multiple children involved. We anticipate an increase in the number of children in FY 2020.

3. The number of volunteers represents the 2nd circuit, which includes Leon County. Volunteers may be assigned to more than one case simultaneously. In FY 2020, Guardian ad Litem will focus our recruitment and training more in the outlying counties. In addition to the weekday training in Leon County, training will be held on Saturdays.

Guardian Ad Litem - Guardian Ad Litem (001-547-685)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	18,918	19,942	20,710	-	20,710	20,710
Total Budgetary Costs	18,918	19,942	20,710	-	20,710	20,710

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	18,918	19,942	20,710	-	20,710	20,710
Total Revenues	18,918	19,942	20,710	-	20,710	20,710

The major variances for the FY 2020 Guardian ad Litem budget are as follows:

Increases to Program Funding:
1. Cost related to parking and cell phones.

Guardian Ad Litem - GAL Information Systems (001-547-713)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	2,572	2,770	2,715	-	2,715	2,742
Total Budgetary Costs	2,572	2,770	2,715	-	2,715	2,742

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	2,572	2,770	2,715	-	2,715	2,742
Total Revenues	2,572	2,770	2,715	-	2,715	2,742

The major variances for the FY 2020 Guardian Ad Litem GAL Information Systems are as follows:

Decreases to program funding:
1.Costs related to communications and phone system charges, which are budgeted separately due to Article V reporting requirements.

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

Non-Operating Summary	23 - 2
Line Item Funding	23 - 5
Human Service Agencies	23 - 6
Fire Control	23 - 7
Cost Allocations	23 - 8
Risk Allocations	23 - 9
Worker's Comp Risk Management	23 - 11
Communications	23 - 12
Budgeted Reserves Summary	23 - 15
Bugeted Reserves	23 - 14
Budgeted Capital Reserves	23 - 15
Other Non-Operating	23 - 16
Capital Regional Transportation Planning Agency	23 - 18
Blueprint 2000	23 - 19
CRA Payment	23 - 20

Leon County Fiscal Year 2020 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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	659,500	722,124	522,210	-	522,210	536,977
Operating	14,636,022	21,994,174	20,763,815	456,097	21,219,912	21,945,576
Capital Outlay	347,100	137,309	137,509	-	137,509	137,509
Grants-in-Aid	4,754,766	4,408,169	4,136,961	767,768	4,904,729	5,019,585
Budgeted Reserves	-	317,577	324,003	-	324,003	3,684,480
Total Budgetary Costs	20,397,388	27,579,353	25,884,498	1,223,865	27,108,363	31,324,127

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Communications	1,202,429	1,697,092	1,477,683	-	1,477,683	1,900,303
Line Item Funding	102,482	100,000	-	100,000	100,000	100,000
Fire Control	2,596,721	8,036,611	8,335,217	-	8,335,217	8,412,880
Cost Allocations	-	-	-	-	-	-
Risk Allocations	1,132,132	1,093,455	1,091,566	-	1,091,566	1,092,044
Risk Financing & Workers Comp	3,419,628	3,126,368	3,538,278	-	3,538,278	3,571,806
Budgeted Reserves	585,130	2,411,003	324,003	-	324,003	3,684,480
Other Non-Operating	8,960,820	8,340,295	8,221,290	1,123,865	9,345,155	9,521,330
Consolidated Dispatch Agency (CDA)	2,398,046	2,774,529	2,896,461	-	2,896,461	3,041,284
Total Budget	20,397,388	27,579,353	25,884,498	1,223,865	27,108,363	31,324,127

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	(107,417)	581,214	(2,579,145)	556,097	(2,023,048)	(1,921,768)
060 Supervisor of Elections	31,545	32,068	44,781	-	44,781	45,062
106 Transportation Trust	1,817,019	1,883,927	1,923,772	-	1,923,772	2,000,149
110 Fine and Forfeiture	3,775,269	3,985,281	4,120,533	667,768	4,788,301	4,980,740
111 Probation Services	677,225	658,065	650,829	-	650,829	684,792
114 Family Law Legal Services	10,590	9,650	9,650	-	9,650	9,650
116 Drug Abuse Trust	82,505	95,195	89,040	-	89,040	93,227
117 Judicial Programs	4,182	2,242	2,242	-	2,242	2,242
120 Building Inspection	315,940	393,622	434,707	-	434,707	450,419
121 Development Support & Environmental Managment Fund	632,530	634,676	619,585	-	619,585	656,432
123 Stormwater Utility	405,731	434,331	432,086	-	432,086	445,087
125 Grants	1,702	91,787	91,787	-	91,787	91,787
130 9-1-1 Emergency Communications	5,000	40,000	50,000	-	50,000	52,000
131 Radio Communication Systems	1,654,860	1,513,893	1,646,820	-	1,646,820	1,691,950
135 Emergency Medical Services MSTU	1,554,431	1,358,283	1,469,230	-	1,469,230	2,527,715
140 Municipal Service	2,037,426	2,115,563	2,325,404	-	2,325,404	2,418,961
145 Fire Services Fee	2,647,587	8,061,611	8,366,217	-	8,366,217	10,044,880
160 Tourism Development	291,476	303,788	284,186	-	284,186	295,241
164 Special Assessment - Killearn Lakes Units I and II Sewer	220,495	232,500	232,500	-	232,500	232,500
165 County Government Annex	64,092	63,594	63,594	-	63,594	825,509
166 Huntington Oaks Plaza	17,622	18,456	20,456	-	20,456	20,456
401 Solid Waste	44,465	627,429	620,752	-	620,752	664,515
501 Insurance Service	3,450,053	3,177,257	3,596,691	-	3,596,691	3,630,212
502 Communications Trust	752,172	1,253,622	1,357,168	-	1,357,168	1,370,737
505 Motor Pool	10,888	11,299	11,613	-	11,613	11,632

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

Total Revenues	20,397,388	27,579,353	25,884,498	1,223,865	27,108,363	31,324,127

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Other Non-Operating	4.50	4.50	3.50	-	3.50	3.50
Total Full-Time Equivalents (FTE)	4.50	4.50	3.50	-	3.50	3.50

Line Item Funding Summary

Annually during the budget process (by March 31), staff recommends the amount of funding available for specific outside agencies. For FY 2020, the Board approved the allocation of line item funding as follows:

Homeless Shelter (Capital Costs) $100,000 (Additional Year 1 of 5 year commitment)

Event Sponsorships
County Tabling at Community Events $15,000
Dr. Martin Luther King Celebration $4,500
Celebrate America 4th of July Celebration $2,500
Frenchtown Soul Santa $2,500
Walker Ford Soul Santa $1,500
NAACP Freedom Fund Banquet $1,000

Agencies previously budgeted in this section of budget were evaluated and, based on the reviews; the remaining agencies were realigned to the respective departments for the administration of contracts:

Office of Human Services and Community Partnerships
United Partners for Human Services $23,750
Whole Child Leon Project $38,000

Office of Strategic Initiatives
Oasis Center/Commission on Status for Women $20,000

Office of Management and Budget
Tallahassee Trust for Historic Preservation $63,175

Office of Sustainability
Sustainable Tallahassee $8,800

Office of Intervention and Detention Alternatives
DISC Village/Juvenile Assessment Center $222,759
Domestic Violence Coordinating Council $25,000

Parks and Recreation
Tallahassee Senior Citizens Foundation $179,000

Animal Control
St. Francis Wildlife Association $71,250

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Grants-in-Aid	102,482	100,000	-	100,000	100,000	100,000
Total Budgetary Costs	102,482	100,000	-	100,000	100,000	100,000

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Line Item - Human Service Agencies (001-888-[illegible])	102,482	100,000	-	100,000	100,000	100,000
Total Budget	102,482	100,000	-	100,000	100,000	100,000

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	102,482	100,000	-	100,000	100,000	100,000
Total Revenues	102,482	100,000	-	100,000	100,000	100,000

Line Item Funding - Line Item - Human Service Agencies (001-888-569)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Grants-in-Aid	102,482	100,000	-	100,000	100,000	100,000
Total Budgetary Costs	102,482	100,000	-	100,000	100,000	100,000

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	102,482	100,000	-	100,000	100,000	100,000
Total Revenues	102,482	100,000	-	100,000	100,000	100,000

Funding associated with the County's commitment to fund a portion of the capital costs associated with the relocation of the homeless shelter has ended. An additional $100,000 per year over a five-year period was approved by the Board at the April 23, 2019 budget workshop contingent on the City providing the same amount of funding. The City has included this funding in their FY 2020 preliminary budget. Funding will assist with capital construction debt service cost of the facility.

Fire Control Summary

During FY 2009, the County entered into an interlocal agreement for a functionally consolidated Fire and Emergency Medical Services program with the City of Tallahassee. In FY 2010, the Board approved placing the fire service on the tax bill for property owners who did not pay the fee via the established billing system. Direct billing by the City of Tallahassee is still the primary source for the collection of this fee. The original fire service fee was adopted by resolution on June 9, 2009. A new fire service fee, based upon a contracted fire service fee study, was adopted by the Board on May 26, 2015.

Billing for these services in the unincorporated area is through the City electric bill, or quarterly direct billing for properties not served by City utilities. Property owners who do not respond to direct billing will have the fee placed on their tax bill in subsequent years. Approximately 12,297 or 60% of property owners in Leon County who originally were on the quarterly billing method pay the fire service fee through their property tax bill. The increase costs associated with payment to the city of Tallahassee for fire services include: movement of delinquent quarterly bills in the unincorporated area to the property tax bill for collection; and new construction resulting in increased collection of fire assessment fees.

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	2,596,721	8,036,611	8,335,217	-	8,335,217	8,412,880
Total Budgetary Costs	2,596,721	8,036,611	8,335,217	-	8,335,217	8,412,880

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Fire Services Payment (145-838-522)	2,308,886	7,554,132	7,852,738	-	7,852,738	7,930,401
Volunteer Fire Department (145-843-522)	287,835	482,479	482,479	-	482,479	482,479
Total Budget	2,596,721	8,036,611	8,335,217	-	8,335,217	8,412,880

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
145 Fire Services Fee	2,596,721	8,036,611	8,335,217	-	8,335,217	8,412,880
Total Revenues	2,596,721	8,036,611	8,335,217	-	8,335,217	8,412,880

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 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	-	-	-	-	-	-
Total Budgetary Costs	-	-	-	-	-	-

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Indirect Costs - Building Inspections (120-499-524)	305,000	381,000	424,000	-	424,000	437,000
Indirect - County Government Annex (165-499-519)	24,000	24,000	24,000	-	24,000	25,000
Indirect Costs - Emergency 911 (130-499-525)	5,000	40,000	50,000	-	50,000	52,000
Indirect Costs - EMS (135-499-526)	1,481,000	1,281,000	1,406,000	-	1,406,000	1,448,000
Indirect Costs - Fire Services (145-499-522)	28,000	25,000	31,000	-	31,000	32,000
Indirect Costs - General Fund (001-499-519)	(6,195,501)	(6,732,000)	(7,144,000)	-	(7,144,000)	(7,362,000)
Indirect Costs - Growth Management (121-499-537	601,501	602,000	602,000	-	602,000	620,000
Indirect Costs - Huntington Oaks Plaza (166-499-519	5,000	6,000	8,000	-	8,000	8,000
Indirect Costs - Insurance Service (501-499-596)	30,000	32,000	40,000	-	40,000	41,000
Indirect Costs - Judicial Programs (117-499-601)	3,000	1,000	1,000	-	1,000	1,000
Indirect - Municipal Srvs(Animal Control)(140-499-562)	144,000	165,000	183,000	-	183,000	188,000
Indirect - Municipal Srvs(Parks & Rec)(140-499-572)	525,000	510,000	637,000	-	637,000	656,000
Indirect Costs - Probation Services (111-499-523)	638,000	625,000	630,000	-	630,000	649,000
Indirect Costs - Radio Communications (131-499-519	4,000	4,000	5,000	-	5,000	5,000
Indirect Costs - Solid Waste (401-499-534)	-	583,000	600,000	-	600,000	618,000
Indirect Costs - Stormwater Utility (123-499-538)	390,000	428,000	432,000	-	432,000	445,000
Indirect Costs - Teen Court (114-499-662)	9,000	8,000	8,000	-	8,000	8,000
Indirect Costs - Tourism Development (160-499-552)	273,000	235,000	221,000	-	221,000	232,000
Indirect Costs - Transportation Trust (106-499-541)	1,730,000	1,782,000	1,842,000	-	1,842,000	1,897,000
Total Budget	-	-	-	-	-	-

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	(6,195,501)	(6,732,000)	(7,144,000)	-	(7,144,000)	(7,362,000)
106 Transportation Trust	1,730,000	1,782,000	1,842,000	-	1,842,000	1,897,000
111 Probation Services	638,000	625,000	630,000	-	630,000	649,000
114 Family Law Legal Services	9,000	8,000	8,000	-	8,000	8,000
117 Judicial Programs	3,000	1,000	1,000	-	1,000	1,000
120 Building Inspection	305,000	381,000	424,000	-	424,000	437,000
121 Development Support & Environmental Mgmt fund	601,501	602,000	602,000	-	602,000	620,000
123 Stormwater Utility	390,000	428,000	432,000	-	432,000	445,000
130 9-1-1 Emergency Communications	5,000	40,000	50,000	-	50,000	52,000
131 Radio Communication Systems	4,000	4,000	5,000	-	5,000	5,000
135 Emergency Medical Services MSTU	1,481,000	1,281,000	1,406,000	-	1,406,000	1,448,000
140 Municipal Service	669,000	675,000	820,000	-	820,000	844,000
145 Fire Services Fee	28,000	25,000	31,000	-	31,000	32,000
160 Tourism Development	273,000	235,000	221,000	-	221,000	232,000
165 County Government Annex	24,000	24,000	24,000	-	24,000	25,000
166 Huntington Oaks Plaza	5,000	6,000	8,000	-	8,000	8,000
401 Solid Waste	-	583,000	600,000	-	600,000	618,000
501 Insurance Service	30,000	32,000	40,000	-	40,000	41,000
Total Revenues	-	-	-	-	-	-

Risk Allocations Summary

The County maintains an internal services fund for risk management. The fund derives its revenue from workers' compensation contributions and allocations from various funds based on liability allocations (i.e. property insurance).

The amounts reflected below are the allocations for property and liability. Workers' Compensation is charged directly to each department's Personnel Services budget.

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	1,132,132	1,093,455	1,091,566	-	1,091,566	1,092,044
Total Budgetary Costs	1,132,132	1,093,455	1,091,566	-	1,091,566	1,092,044

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Building Inspection (120-495-524)	8,170	9,764	9,764	-	9,764	9,764
County Government Annex - Risk (165-495-519)	40,092	39,594	39,594	-	39,594	39,594
EMS - Risk (135-495-526)	60,286	63,230	63,230	-	63,230	63,230
Fine & Forfeiture - Risk (110-495-689)	231,502	232,957	232,957	-	232,957	232,957
Fleet Maintenance - Risk (505-495-591)	9,178	9,415	9,415	-	9,415	9,415
General Fund - Risk (001-495-519)	536,622	531,640	531,640	-	531,640	531,640
Grants - Risk (125-495-595)	1,702	1,787	1,787	-	1,787	1,787
Growth Management - Risk (121-495-537)	16,244	17,585	17,585	-	17,585	17,585
Huntington Oaks - Risk (166-495-519)	12,622	12,456	12,456	-	12,456	12,456
Insurance Service - Risk (501-495-596)	425	447	465	-	465	465
Judicial Programs - Risk (117-495-569)	1,182	1,242	1,242	-	1,242	1,242
Municipal Services - Risk (140-495-572)	33,945	34,477	34,377	-	34,377	34,477
Probation Services - Risk (111-495-523)	27,310	20,829	20,829	-	20,829	20,829
Solid Waste - Risk (401-495-534)	21,625	20,385	20,752	-	20,752	21,130
Stormwater Utility - Risk (123-495-538)	15,656	-	-	-	-	-
Supervisor of Elections - Risk (060-495-513)	16,105	16,687	16,687	-	16,687	16,687
Teen Court - Risk (114-495-662)	1,590	1,650	1,650	-	1,650	1,650
Tourism Development - Risk (160-495-552)	7,306	7,538	5,364	-	5,364	5,364
Transportation Trust - Risk (106-495-541)	67,279	71,772	71,772	-	71,772	71,772
VFD Fire Services - Risk (145-495-552)	23,291	-	-	-	-	-
Total Budget	1,132,132	1,093,455	1,091,566	-	1,091,566	1,092,044

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	536,622	531,640	531,640	-	531,640	531,640
060 Supervisor of Elections	16,105	16,687	16,687	-	16,687	16,687
106 Transportation Trust	67,279	71,772	71,772	-	71,772	71,772
110 Fine and Forfeiture	231,502	232,957	232,957	-	232,957	232,957
111 Probation Services	27,310	20,829	20,829	-	20,829	20,829
114 Family Law Legal Services	1,590	1,650	1,650	-	1,650	1,650
117 Judicial Programs	1,182	1,242	1,242	-	1,242	1,242
120 Building Inspection	8,170	9,764	9,764	-	9,764	9,764
121 Development Support & Environmental Mgmt Fund	16,244	17,585	17,585	-	17,585	17,585
123 Stormwatertility	15,656	-	-	-	-	-
125 Grants	1,702	1,787	1,787	-	1,787	1,787
135 Emergency Medical Services MSTU	60,286	63,230	63,230	-	63,230	63,230
140 Municipal Service	33,945	34,477	34,377	-	34,377	34,477
145 Fire Services Fee	23,291	-	-	-	-	-
160 Tourism Development	7,306	7,538	5,364	-	5,364	5,364
165 County Government Annex	40,092	39,594	39,594	-	39,594	39,594
166 Huntington Oaks Plaza	12,622	12,456	12,456	-	12,456	12,456
401 Solid Waste	21,625	20,385	20,752	-	20,752	21,130

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

501 Insurance Service		425	447	465	-	465	465
505 Motor Pool		9,178	9,415	9,415	-	9,415	9,415
	Total Revenues	1,132,132	1,093,455	1,091,566	-	1,091,566	1,092,044

Workers' Comp Risk Management (501-821-596)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	3,419,628	3,126,368	3,538,278	-	3,538,278	3,571,806
Total Budgetary Costs	3,419,628	3,126,368	3,538,278	-	3,538,278	3,571,806

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
501 Insurance Service	3,419,628	3,126,368	3,538,278	-	3,538,278	3,571,806
Total Revenues	3,419,628	3,126,368	3,538,278	-	3,538,278	3,571,806

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

Increases to Program Funding:
Payments from Departments to the County's self insurance for workers' compensation increased by $400,000 due to a rise in the number of claims, and other County insurance premiums such as vehicle, excess deposit premium and general liability.

Communications Summary

The Communications Trust Fund accounts for the resources and expenditures associated with the County's centralized telecommunications network, which includes the telephone and internet systems. The individual departments and agencies are assessed based on the number of internet connections, data lines, and telephone usage within their individual areas. Cost decrease is related to phone system including repair and maintenance.

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	1,202,854	1,697,092	1,477,683	-	1,477,683	1,900,303
Total Budgetary Costs	1,202,854	1,697,092	1,477,683	-	1,477,683	1,900,303

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Communications Trust (502-900-590)	752,172	1,253,622	1,357,168	-	1,357,168	1,370,737
MIS Automation - Animal Control (140-470-562)	2,882	3,723	-	-	-	3,416
MIS Automation - Building Inspection (120-470-524)	2,770	2,858	943	-	943	3,655
MIS Automation - EMS Fund (135-470-526)	13,145	14,053	-	-	-	16,926
MIS Automation - General Fund (001-470-519)	264,295	251,492	-	-	-	300,682
MIS Automation - Growth Management (121-470-537)	14,785	15,091	-	-	-	18,847
MIS Automation - Motor Pool Fund (505-470-519)	1,710	1,884	2,198	-	2,198	2,217
MIS Automation - Parks and Recreation (140-470-572)	3,850	3,185	-	-	-	3,801
MIS Automation - Probation Services (111-470-523)	11,915	12,236	-	-	-	14,963
MIS Automation - Public Defender (110-470-603)	41,885	42,890	50,573	-	50,573	50,943
MIS Automation - Solid Waste Fund (401-470-534)	22,840	24,044	-	-	-	25,385
MIS Automation - State Attorney (110-470-602)	24,180	24,905	30,542	-	30,542	30,755
MIS Automation - Stormwater (123-470-538)	75	100	86	-	86	87
MIS Automation - Tourism Development (160-470-552)	11,170	11,250	7,822	-	7,822	7,877
MIS Automation - Transportation Trust (106-470-541)	19,740	20,155	-	-	-	21,377
MIS Automation-Risk Fund (501-470-513)	-	223	257	-	257	260
MIS Automation-SOE (060-470-513)	15,440	15,381	28,094	-	28,094	28,375
Total Budget	1,202,854	1,697,092	1,477,683	-	1,477,683	1,900,303

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	264,295	251,492	-	-	-	300,682
060 Supervisor of Elections	15,440	15,381	28,094	-	28,094	28,375
106 Transportation Trust	19,740	20,155	-	-	-	21,377
110 Fine and Forfeiture	66,065	67,795	81,115	-	81,115	81,698
111 Probation Services	11,915	12,236	-	-	-	14,963
120 Building Inspection	2,770	2,858	943	-	943	3,655
121 Development Support & Environmental Mgmt Fund	14,785	15,091	-	-	-	18,847
123 Stormwater Utility	75	100	86	-	86	87
135 Emergency Medical Services MSTU	13,145	14,053	-	-	-	16,926
140 Municipal Service	6,732	6,908	-	-	-	7,217
160 Tourism Development	11,170	11,250	7,822	-	7,822	7,877
401 Solid Waste	22,840	24,044	-	-	-	25,385
501 Insurance Service	-	223	257	-	257	260
502 Communications Trust	752,172	1,253,622	1,357,168	-	1,357,168	1,370,737
505 Motor Pool	1,710	1,884	2,198	-	2,198	2,217
Total Revenues	1,202,854	1,697,092	1,477,683	-	1,477,683	1,900,303

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. Decrease reflects the appropriation of the $2.093 million reserve set aside in FY19 in anticipation of the proposed additional property tax exemption amendment on the November 2018 ballot. In FY20, the $2.093 million will be appropriated to support the increase in the Supervisor of Elections budget ($1.387 mil); $573,131 to support the increase in the Solid Waste hauling and recycling contracts and the elimination of the Rural Waste Service Center user fees; and $135,869 to support the increase in the transfer to the Capital Improvement Program.

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	-	2,093,426	-	-	-	-
Grants-in-Aid	585,130	-	-	-	-	-
Budgeted Reserves	-	317,577	324,003	-	324,003	3,684,480
Total Budgetary Costs	585,130	2,411,003	324,003	-	324,003	3,684,480

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Budgeted Reserves - BOA Building (Operating) (165-990-599)	-	-	-	-	-	760,915
Budgeted Reserves - Drug Court (116-990-599)	-	8,127	8,290	-	8,290	8,392
Budgeted Reserves - EMS Fund (135-990-599)	-	-	-	-	-	999,559
Budgeted Reserves - Fine and Forfeiture (110-990-599)	-	10,000	10,000	-	10,000	10,000
Budgeted Reserves - Fire Services (145-990-599)	-	-	-	-	-	1,600,000
Budgeted Reserves - General Fund (001-990-599)	585,130	200,000	200,000	-	200,000	200,000
Budgeted Reserves - Insurance Service (501-990-599)	-	18,219	17,691	-	17,691	16,681
Budgeted Reserves - Municipal Service (140-990-599)	-	15,000	28,022	-	28,022	28,933
Budgeted Reserves - Stormwater Utility (123-990-599)	-	6,231	-	-	-	-
Budgeted Reserves - Tourism Development (160-990-599)	-	50,000	50,000	-	50,000	50,000
Budgeted Reserves - Transport. Trust (106-990-599)	-	10,000	10,000	-	10,000	10,000
Budgeted Reserves - Homestead Exemption (001-992-599)	-	2,093,426	-	-	-	-
Total Budget	585,130	2,411,003	324,003	-	324,003	3,684,480

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	585,130	2,293,426	200,000	-	200,000	200,000
106 Transportation Trust	-	10,000	10,000	-	10,000	10,000
110 Fine and Forfeiture	-	10,000	10,000	-	10,000	10,000
116 Drug Abuse Trust	-	8,127	8,290	-	8,290	8,392
123 Stormwater Utility	-	6,231	-	-	-	-
135 Emergency Medical Services MSTU	-	-	-	-	-	999,559
140 Municipal Service	-	15,000	28,022	-	28,022	28,933
145 Fire Services Fee	-	-	-	-	-	1,600,000
160 Tourism Development	-	50,000	50,000	-	50,000	50,000
165 County Government Annex	-	-	-	-	-	760,915
501 Insurance Service	-	18,219	17,691	-	17,691	16,681
Total Revenues	585,130	2,411,003	324,003	-	324,003	3,684,480

Leon County Fiscal Year 2020 Adopted Budget

Budgeted Reserves

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-990-599 Budgeted Reserves - General Fund				
586002 Catastrophe Reserves	-717,414	0	0	0
59900 Budgeted Contingency	0	200,000	200,000	200,000
001-990-599 Totals	-717,414	200,000	200,000	200,000
001-992-599 Budgeted Reserves-Homestead Exemption				
59905 Budgeted Reserve-Homestead Exemption	0	2,093,426	0	0
001-992-599 Totals	0	2,093,426	0	0
106-990-599 Budgeted Reserves - Transport. Trust				
59900 Budgeted Contingency	0	10,000	10,000	10,000
106-990-599 Totals	0	10,000	10,000	10,000
110-990-599 Budgeted Reserves - Fine and Forfeiture				
59930 Reserve For Article V	0	10,000	10,000	10,000
110-990-599 Totals	0	10,000	10,000	10,000
116-990-599 Budgeted Reserves - Drug Court				
59930 Reserve For Article V	0	8,127	8,290	8,392
116-990-599 Totals	0	8,127	8,290	8,392
123-990-599 Budgeted Reserves - Stormwater Utility				
59900 Budgeted Contingency	0	6,231	0	0
123-990-599 Totals	0	6,231	0	0
135-990-599 Budgeted Reserves - EMS Fund				
59918 Reserve For Fund Balance	0	0	0	999,559
135-990-599 Totals	0	0	0	999,559
140-990-599 Budgeted Reserves - Municipal Service				
59900 Budgeted Contingency	0	15,000	28,022	28,933
140-990-599 Totals	0	15,000	28,022	28,933
145-990-599 Budgeted Reserves - Fire Services				
59903 Reserve for Future Programming	0	0	0	1,600,000
145-990-599 Totals	0	0	0	1,600,000
160-990-599 Budgeted Reserves - Tourism Development				
59900 Budgeted Contingency	0	50,000	50,000	50,000
160-990-599 Totals	0	50,000	50,000	50,000
165-990-599 Budgeted Reserves - BOA Building (Operating)				
59900 Budgeted Contingency	0	0	0	760,915
165-990-599 Totals	0	0	0	760,915
501-990-599 Budgeted Reserves - Insurance Service				
59926 Reserve For Future Liability	0	18,219	17,691	16,681
501-990-599 Totals	0	18,219	17,691	16,681
Budgeted Reserves Totals	-717,414	2,411,003	324,003	3,684,480

Notes:
As approved in the Multi-Year Fiscal Plan, the decrease in the Homestead Exemption Reserves reflects the appropriation of the $2.093 million reserve set aside in FY 2019 in anticipation of the proposed additional property tax exemption amendment on the November 2018 ballot. In FY 2020, the $2.093 million will be appropriated to support the increase in the Supervisor of Elections budget ($1.387mil); $573,131 to support the increase in the Solid Waste hauling and recycling contracts; and $135,869 to support in the increase in the transfer to the Capital Improvement Program.

Budgeted Capital Reserves Summary

Budgeted reserves reflect anticipated collection of interest in the E-911 System Capital Project Fund.

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Budgeted Reserves	-	80,655	97,375	-	97,375	217,013
Total Budgetary Costs	-	80,655	97,375	-	97,375	217,013

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
911 Capital Projects (330-990-599)	-	80,655	97,375	-	97,375	98,349
Capital Improvements (305-990-599)	-	-	-	-	-	118,664
Total Budget	-	80,655	97,375	-	97,375	217,013

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
305 Capital Improvements	-	-	-	-	-	118,664
330 9-1-1 Capital Projects	-	80,655	97,375	-	97,375	98,349
Total Revenues	-	80,655	97,375	-	97,375	217,013

Other Non-Operating Summary

These expenses relate to costs that are not associated with a specific County Department. A detailed description regarding for these costs is provided below.

Non-Operating Expenditures General Fund
These expenses include: County's annual dues (i.e. National Association of Counties, Florida Association of Counties), unemployment compensation payments, licensing (ASCAP), state fire service payments, pre-employment drug tests, payment for legal notices, annual audit expenses, and bank charges.

Summer Youth Employment
The Summer Youth Employment Program is funded by the County out of general revenue. The participants in this program are Leon County students between the ages of 14 and 21. Previously, the County's Summer Youth Training Program was aligned with CareerSource Capital Region's (CSCR) Dynamic Futures Program. Under the alignment, the County's Summer Youth Training Program would be administered through CSCR's Dynamic Futures Program which is federally funded, and approximately 40 of the County's 63 Summer Youth positions would be funded by CSCR. For FY 2020, $40,666 is allocated for the program.

Other Non-Operating Expenses
The County realized $1 million of savings in TIF payments for the Frenchtown/Southside Community Redevelopment Agency District in FY 2019, due to millage equalization as part the renegotiated CRA agreement. The payment would have been $1 million more than what is reflecting in the FY 2019 budget without the renegotiated payments. For FY 2020, values in the Downtown and Frenchtown Districts increased by 10% and 13% respectively increasing the CRA payments by $456,097 or 20%. If the Frenchtown CRA had not been renegotiated, the increase would have been $1.46 million.

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 2020, the aid amount is set at $1,567,758, an increase of $667,768 or 74%. This anticipated one-time increase was caused by a backlog of available beds in juvenile residential facilities. This backlog was created when the Legislature mandated all juveniles, regardless of risk level, remain in regional detention facilities until space in a residential facility was made available. This caused the number of days for Leon County juveniles detained to increase significantly over FY 2019 thereby increasing the County's share of the annual cost for juvenile detention.

Capital Regional Transport Agency
Due to recent employee retirements and new employees opting for City benefits, these are no longer budgeted expenditures for the CRTPA.

Drug Abuse Trust
Expenditures associated with the support of drug intervention programs overseen by the Court Administration.

800 MHZ System Maintenance
The Moving Violation Surcharge Fund is used to account for resources and expenditures associated with Leon County's participation in an intergovernmental radio communications programs previously approved by the Florida Department of Management Services. The actual expenditure is an annual payment to the City of Tallahassee and the contracted vendor for ongoing maintenance associated with the Leon County 800 MHZ radio system. In FY 2018, Leon County entered into a new maintenance contract for the system involving an upgrade from analog to digital technology for FY 2019. For FY 2020, there is an increased payment for 800Mhz system in the amount of $131,927 and includes year two of funding for the Microwave upgrade and replacement radios.

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 2020, this funding amount remains 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 including the 2.5 full-time positions (50% of the Director of PLACE, the Director of Economic Vitality, and a Legal Assistant) for Economic Vitality and 1.0 full-time equivalent (MWSBE Coordinator) position for MWSBE. For FY 2020, the OEV budget decreased by $227,000, due to only having to fund one quarter of the year until the Sales Tax 2020 funding is available in January 1, 2020, which will fund economic development. The City, County, and Blue Print 2000 will equally fund the MWSBE program.

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 2020, this payment will increase $58,827 or 4.25% based on the inter-local agreement.

Leon County Fiscal Year 2020 Adopted Budget

Non-Operating

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	659,500	722,124	522,210	-	522,210	536,977
Operating	6,285,112	5,947,222	6,321,071	456,097	6,777,168	6,968,543
Capital Outlay	347,100	137,309	137,509	-	137,509	137,509
Grants-in-Aid	1,669,107	1,533,640	1,240,500	667,768	1,908,268	1,878,301
Total Budgetary Costs	8,960,820	8,340,295	8,221,290	1,123,865	9,345,155	9,521,330

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
800 Mhz System Maintenance (131-529-519)	1,650,860	1,509,893	1,641,820	-	1,641,820	1,686,950
Blueprint 2000 (001-403-515)	600,882	636,693	436,719	-	436,719	451,425
Cap.Regional Transport. Planning Agency(001-402-515)	23,093	-	-	-	-	-
CRA-Payment (001-972-559)	2,782,393	2,277,443	2,277,443	456,097	2,733,540	2,863,222
Drug Abuse (116-800-562)	82,505	87,068	80,750	-	80,750	84,835
Grant Match Funds (125-991-595)	-	90,000	90,000	-	90,000	90,000
Juvenile Detention Payment - State (110-620-689)	1,079,656	900,000	900,000	667,768	1,567,768	1,614,801
Non-Operating General Fund (001-820-519)	849,812	877,159	1,001,387	-	1,001,387	952,536
Payment to City- Parks & Recreation (140-838-572)	1,327,749	1,384,178	1,443,005	-	1,443,005	1,504,334
PLACE - Economic Development (001-114-512)	306,574	304,755	77,000	-	77,000	-
Sewer Srvc Killearn Lakes Un. I and II (164-838-535)	220,495	232,500	232,500	-	232,500	232,500
Summer Youth Employment (001-278-551)	36,800	40,606	40,666	-	40,666	40,727
Total Budget	8,960,820	8,340,295	8,221,290	1,123,865	9,345,155	9,521,330

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	4,599,555	4,136,656	3,833,215	456,097	4,289,312	4,307,910
110 Fine and Forfeiture	1,079,656	900,000	900,000	667,768	1,567,768	1,614,801
116 Drug Abuse Trust	82,505	87,068	80,750	-	80,750	84,835
125 Grants	-	90,000	90,000	-	90,000	90,000
131 Radio Communication Systems	1,650,860	1,509,893	1,641,820	-	1,641,820	1,686,950
140 Municipal Service	1,327,749	1,384,178	1,443,005	-	1,443,005	1,504,334
164 Special Assessment - Killearn Lakes Units I and II Sewer	220,495	232,500	232,500	-	232,500	232,500
Total Revenues	8,960,820	8,340,295	8,221,290	1,123,865	9,345,155	9,521,330

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Capital Regional Transportation Planning Agency	1.00		-	-	-	-
Blueprint 2000	3.50	4.50	3.50	-	3.50	3.50
Total Full-Time Equivalents (FTE)	4.50	4.50	3.50	-	3.50	3.50

Other Non-Operating - Capital Regional Transportation Planning Agency (001-402-515)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	23,093	-	-	-	-	-
Total Budgetary Costs	23,093	-	-	-	-	-

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	23,093	-	-	-	-	-
Total Revenues	23,093	-	-	-	-	-

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Senior Transportation Planner	1.00		-	-	-	-
Total Full-Time Equivalents (FTE)	1.00		-	-	-	-

Capital Regional Transportation Planning Agency personnel expenses were established for employees opting for County benefits as allowed by the inter-local agreement. Budgeting for these employees is done for accounting purposes only. For FY 2020, there are no CRTPA employees opting for county benefits.

Other Non-Operating - Blueprint 2000 (001-403-515)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Personnel Services	600,882	636,693	436,719	-	436,719	451,425
Total Budgetary Costs	600,882	636,693	436,719	-	436,719	451,425

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	600,882	636,693	436,719	-	436,719	451,425
Total Revenues	600,882	636,693	436,719	-	436,719	451,425

Staffing Summary	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Director Office Economic Vitality	-	-	1.00	-	1.00	1.00
Blue Print Attorney	-	1.00	-	-	-	-
Legal Assistant	1.00	1.00	1.00	-	1.00	1.00
Director of PLACE	0.50	0.50	0.50	-	0.50	0.50
MWBE Coordinator	1.00	1.00	1.00	-	1.00	1.00
Dep. Dir. Strat. Plan. & Fin.	1.00	1.00	-	-	-	-
Total Full-Time Equivalents (FTE)	3.50	4.50	3.50	-	3.50	3.50

Budget was established employees opting for County benefits as allowed by the inter-local agreement establishing the agency. Blueprint 2000 reimburses the personnel costs of the Legal Assistant 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. For FY20 the County will pay a quarter of its share for OEV due to OEV having its own funding source from the sales tax extension starting January 1, 2020. The County will share the funding of MWSBE, with the City, County and Blueprint providing 1/3 of the funding for this program.

The major variances for the FY 2020 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 3.86%, and funding for performance raises in a range of 0% - 5% based on a 3% average.

Other Non-Operating - CRA-Payment (001-972-559)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Operating	2,782,393	2,277,443	2,277,443	456,097	2,733,540	2,863,222
Total Budgetary Costs	2,782,393	2,277,443	2,277,443	456,097	2,733,540	2,863,222

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
001 General Fund	2,782,393	2,277,443	2,277,443	456,097	2,733,540	2,863,222
Total Revenues	2,782,393	2,277,443	2,277,443	456,097	2,733,540	2,863,222

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

Increase to Program Funding:
1. Increased operating cost in the amount of $456,097 due a 13% and a 10% increase in the property values in the Frenchtown and Downtown CRA districts, respectively.

Leon County Fiscal Year 2020 Adopted Budget

Debt Service

Debt Service Schedule	24 - 2
Debt Service	24 - 3
Debt Service Summary	24 - 4
Bond Series 2012A (Tax Exempt)	24 - 5
Bond Series 2012B (Taxable)	24 - 6
ESCO Lease	24 - 7
2017 Capital Improvement Revenue Refinancing	24 - 8

Leon County Fiscal Year 2020 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	FY19/20 Principal Payment	FY19/20 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 revenue, Local Government Half Cent Sales Tax, State Revenue Sharing, Race Track funds and other non-ad valorem revenue sources.	$21,061,000	$6,962,000	$114,873	$6,962,000	$114,873	$0	2020
Series 2017	In FY 2017, the bank loan obtained to refund the non-taxable portion of Bond Series 2005 was refinanced.		$15,851,000	$15,529,000	$1,313,834	$165,000	$327,662	$15,364,000	2025
TOTAL			**$36,912,000**	**$22,491,000**	**$1,428,707**	**$7,127,000**	**$442,535**	**$15,364,000**	

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

Leon County Fiscal Year 2020 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.

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 two bank loans. Due to favorable interest rates, previous bonds were refinanced with bank loans. The original bonds were issued to fund the following County projects:

1. Construction of Public Libraries, the County Jail, and the Northeast Fire Station
2. Acquisition of the Tourist Development Council Building and the Leon County Government Annex
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. Acquisition of the new location for overpayment support and environment service at the Renaissance Building

On July 8, 2014, the Board approved a bank loan to refund the remaining Capital Improvement Revenue Refunding Bonds, Series 2005 for an estimated $1.7 million in net present value of the life of the loan. At its June 20, 2017 meeting, the Board approved the refinancing of this bank loan. The refinancing during FY 2017 provided additional saving in the amount of $63,877 in FY 2018, and $489,076 in savings over the life of the loan. For FY 2020, Bond Series 2012A and 2012B will reached maturity and will be paid off at year end resulting in a reduced debt service for FY 2021.

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Debt Service	8,052,098	7,575,318	7,569,535	-	7,569,535	3,268,180
Total Budgetary Costs	8,052,098	7,575,318	7,569,535	-	7,569,535	3,268,180

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Debt Service	8,052,098	7,575,318	7,569,535	-	7,569,535	3,268,180
Total Budget	8,052,098	7,575,318	7,569,535	-	7,569,535	3,268,180

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
211 Bond Series 2012A & 2012B	7,074,446	7,079,017	7,076,873	-	7,076,873	-
221 ESCO Lease	484,514	-	-	-	-	-
222 2017 Capital Improvement Revenue Refinancing	493,139	496,301	492,662	-	492,662	3,268,180
Total Revenues	8,052,098	7,575,318	7,569,535	-	7,569,535	3,268,180

Debt Service Summary

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Debt Service	8,052,098	7,575,318	7,569,535	-	7,569,535	3,268,180
Total Budgetary Costs	8,052,098	7,575,318	7,569,535	-	7,569,535	3,268,180

Appropriations	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
2014 Debt Series (222-979-582)	493,139	496,301	492,662	-	492,662	3,268,180
Bond Series 2012A (Tax Exempt) (211-975-582)	136,027	1,441,706	7,076,873	-	7,076,873	-
Bond Series 2012B (Taxable) (211-976-582)	6,938,420	5,637,311	-	-	-	-
ESCO Lease (221-977-582)	484,514	-	-	-	-	-
Total Budget	8,052,098	7,575,318	7,569,535	-	7,569,535	3,268,180

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
211 Bond Series 2012A & 2012B	7,074,446	7,079,017	7,076,873	-	7,076,873	-
221 ESCO Lease	484,514	-	-	-	-	-
222 2017 Capital Improvement Revenue Refinancing	493,139	496,301	492,662	-	492,662	3,268,180
Total Revenues	8,052,098	7,575,318	7,569,535	-	7,569,535	3,268,180

Debt Service - Bond Series 2012A (Tax Exempt) (211-975-582)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Debt Service	136,027	1,441,706	7,076,873	-	7,076,873	-
Total Budgetary Costs	136,027	1,441,706	7,076,873	-	7,076,873	-

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
211 Bond Series 2012A & 2012B	136,027	1,441,706	7,076,873	-	7,076,873	-
Total Revenues	136,027	1,441,706	7,076,873	-	7,076,873	-

This fund accounts for the debt service associated with the Capital Improvement Revenue Bond Series 2003A (Tax Exempt). This bond was issued to fund the acquisition of the Bank of America building and for major repairs and renovations to the existing County courthouse facility. This bond will reach its maturity in FY 2020 and will be paid in full and closed.

Debt Service - Bond Series 2012B (Taxable) (211-976-582)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Debt Service	6,938,420	5,637,311	-	-	-	-
Total Budgetary Costs	6,938,420	5,637,311	-	-	-	-

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
211 Bond Series 2012A & 2012B	6,938,420	5,637,311	-	-	-	-
Total Revenues	6,938,420	5,637,311	-	-	-	-

This fund accounts for the debt service associated with the Capital Improvement Revenue Bond Series 2003B (Taxable). This loan was issued to fund the acquisition of the Bank of America building and for major repairs and renovations to the existing County courthouse facility. This loan was paid and closed in FY19.

Debt Service - ESCO Lease (221-977-582)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Debt Service	484,514	-	-	-	-	-
Total Budgetary Costs	484,514	-	-	-	-	-

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
221 ESCO Lease	484,514	-	-	-	-	-
Total Revenues	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 loan has reached its maturity date and was paid and closed in FY 2018.

Debt Service – 2017 Capital Improvement Revenue Refinancing (222-979-582)

Budgetary Costs	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
Debt Service	493,139	496,301	492,662	-	492,662	3,268,180
Total Budgetary Costs	493,139	496,301	492,662	-	492,662	3,268,180

Funding Sources	FY 2018 Actual	FY 2019 Adopted	FY 2020 Continuation	FY 2020 Issues	FY 2020 Budget	FY 2021 Budget
222 2017 Capital Improvement Revenue Refinancing	493,139	496,301	492,662	-	492,662	3,268,180
Total Revenues	493,139	496,301	492,662	-	492,662	3,268,180

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 2020 – 2024 Capital Improvement Program

Capital Improvement Program Index

Project Index	25-2
Summary	25-5
Culture & Recreation	25-18
General Government	25-36
Health & Safety	25-67
Physical Environment	25-77
Transportation	25-112

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Project Index

The following is an alphabetical list of each project with a detail sheet in this book. The section and the page of the corresponding detail sheets are also provided. Each section represents the service type of the projects and contains detail sheets only for projects with planned activity in FY 2020 to FY 2024.

Project	Section	Page
2/3rds Tower Oaks Private Road Paving	Transportation	25-114
Apalachee Regional Park	Culture & Recreation	25-20
Architectural & Engineering Services	General Government	25-38
Arterial & Collector Roads Pavement Markings	Transportation	25-115
Arterial/Collector and Local Road Resurfacing	Transportation	25-116
Baum Road Drainage Improvements	Physical Environment	25-79
Belair-Annawood Septic to Sewer	Physical Environment	25-80
Boat Landing Improvements and Renovations	Culture & Recreation	25-21
Building General Maintenance and Renovations	General Government	25-39
Building Infrastructure and Improvements	General Government	25-40
Building Mechanical Repairs and Improvements	General Government	25-41
Building Roofing Repairs and Replacements	General Government	25-42
Chaires Park	Culture & Recreation	25-22
Common Area Furnishings	General Government	25-43
Community Safety & Mobility	Transportation	25-117
Comprehensive Wastewater Treatment Project	Physical Environment	25-81
County Compute Infrastructure	General Government	25-44
Courthouse Renovations	General Government	25-45
Courthouse Security	General Government	25-46
Courtroom Minor Renovations	General Government	25-47
Courtroom Technology	General Government	25-48
Detention Facility Complex Maintenance	Health & Safety	25-69
Dog Parks - Unincorporated Area	Culture & Recreation	25-23
E-Filing System for Court Documents	General Government	25-49
Emergency Medical Services Technology	Health & Safety	25-70
Emergency Medical Services Vehicles & Equipment Replacement	Health & Safety	25-71
Faulk Drive Pond Sentiment Removal	Physical Environment	25-82
FDEP Springs Restoration Project	Physical Environment	25-83
Financial Hardware and Software	General Government	25-50
Fleet Management Shop Equipment	General Government	25-51
Fords Arm - Lexington Pond Retrofit	Physical Environment	25-84
Fred George Park	Culture & Recreation	25-24
General Vehicle & Equipment Replacement	General Government	25-52
Geographic Information Systems	Physical Environment	25-85
GIS Incremental Basemap Update	Physical Environment	25-86
Greenways Capital Maintenance	Culture & Recreation	25-25
Hazardous Waste Vehicle and Equipment Replacement	Physical Environment	25-87
Helicopter for Sheriff's Office	Health & Safety	25-72

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Project Index

Project	Section	Page
Household Hazardous Waste Improvements	Physical Environment	25-88
Intersection and Safety Improvements	Transportation	25-118
J. Lee Vause Park Improvements	Culture & Recreation	25-26
J.R. Alford Greenway	Culture & Recreation	25-27
Killearn Acres Flood Mitigation	Physical Environment	25-89
Killearn Lakes Plantation Stormwater	Physical Environment	25-90
L.I.F.E. 2/3 Match Program	Transportation	25-119
L.I.F.E. Boat Landing Enhancements & Upgrades	Culture & Recreation	25-28
L.I.F.E. Fire Safety Infrastructure	Health & Safety	25-73
L.I.F.E. Miccosukee Sense of Place	General Government	25-53
L.I.F.E. Recreational Amenities	Culture & Recreation	25-29
L.I.F.E. Rural Road Safety Stabilization	Transportation	25-120
L.I.F.E. Stormwater and Flood Relief	Physical Environment	25-91
L.I.F.E. Street Lighting	Transportation	25-121
Lake Henrietta Renovation	Physical Environment	25-92
Lake Jackson Town Center	General Government	25-54
Lake Munson Restoration	Physical Environment	25-93
Landfill Closure	Physical Environment	25-94
Landfill Improvements	Physical Environment	25-95
Leon County Government Annex	General Government	25-55
Library Services Technology	Culture & Recreation	25-30
Longview Drive Sinkhole	Physical Environment	25-96
Longwood Outfall Retrofit	Physical Environment	25-97
Magnolia Drive Multi-Use Trail	Transportation	25-122
Maylor Road Accessibility/Stormwater Improvements	Transportation	25-123
Mobile Devices	General Government	25-56
N.Florida Fairgrounds Road Milling and Resurfacing	Transportation	25-124
NE Lake Munson Septic to Sewer	Physical Environment	25-98
New General Vehicle & Equipment	General Government	25-57
New Parks/Greenways Vehicles and Equipment	Culture & Recreation	25-31
Okeeheepkee Prairie Park	Culture & Recreation	25-32
Old Bainbridge Road Safety Improvements	Transportation	25-125
Open Graded Cold Mix Maintenance and Resurfacing	Transportation	25-126
Parks Capital Maintenance	Culture & Recreation	25-33
Pedrick Pond Stormwater Improvements	Physical Environment	25-99
Permit & Enforcement Tracking System	Physical Environment	25-100
Playground Equipment Replacement	Culture & Recreation	25-34
Public Defender Technology	General Government	25-58

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Project Index

Project	Section	Page
Public Safety Complex	Health & Safety	25-74
Public Works Design and Engineering Services	Transportation	25-127
Public Works Vehicle & Equipment Replacement	Transportation	25-128
Records Management	General Government	25-59
Rural Waste Vehicle and Equipment Replacement	Physical Environment	25-101
Serenity Cemetery Expansion	General Government	25-60
Sheriff Training Facility	Health & Safety	25-75
Sidewalk Program	Transportation	25-129
Smith Creek Bike Lane Phase I	Transportation	25-130
Smith Creek Bike Lane Phase II	Transportation	25-131
Solar Arrays on County Buildings	General Government	25-61
Solid Waste Facility Heavy Equipment & Vehicle Replacement	Physical Environment	25-102
Springhill Road Bridge Rehabilitation	Transportation	25-132
St. Marks Headwaters Greenway	Culture & Recreation	25-35
State Attorney Technology	General Government	25-62
Stormwater Infrastructure Preventative Maintenance	Physical Environment	25-103
Stormwater Pond Repairs	Physical Environment	25-104
Stormwater Vehicle & Equipment Replacement	Physical Environment	25-105
Street Lights Program - Unincorporated Areas	Transportation	25-133
Supervisor of Elections Technology	General Government	25-63
TMDL Compliance Activities	Physical Environment	25-106
Tourist Development Building	General Government	25-64
Transfer Station Heavy Equipment Replacement	Physical Environment	25-107
Transfer Station Improvements	Physical Environment	25-108
Transportation and Stormwater Improvements	Transportation	25-134
User Computer Upgrades	General Government	25-65
Volunteer Fire Departments	Health & Safety	25-76
Voting Equipment Replacement	General Government	25-66
Westside Stormwater	Physical Environment	25-109
Woodside Heights Sewer Project - FDEP	Physical Environment	25-110
Woodville Sewer Project	Physical Environment	25-111

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Summary Index

Capital Improvement Program Overview	25-6
Capital Improvement Program Analysis	25-8
Capital Projects by Managing Division	25-12
FY 2019 Anticipated Carryforward Projects	25-14
Operating Budget Impacts	25-16

Capital Improvement Program Overview

Capital Improvement Program (CIP)

The capital improvement program is a resource that helps Leon County government ensure that decisions on projects and funding are made wisely and in a well-planned manner. The quality of life for a Leon County resident depends on the reliability of transportation, the performance of the stormwater system, the efficiency of waste disposal, the accessibility of culture and recreation, and many other essential public services.

High quality service levels can be achieved through the proper planning and provision of the replacement, maintenance and enhancement of the County's capital assets. In accordance with Florida Statute Chapter 125.74(1)(d), the County Administrator is annually responsible to prepare and submit a capital budget and capital improvement program to the Board.

Capital Assets

A capital asset is a new or rehabilitated physical asset that is nonrecurring and has a useful life of more than 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 and transportation systems.

Capital Improvement Program

Capital infrastructure is essential to the Leon County community. Leon County's capital improvement program is a multi-year program that identifies capital projects to be funded during a five year period. It specifies each capital project to be undertaken, the year it will begin, the anticipated expenses for each year and the method of financing.

Projects and financing sources in the capital improvement program for years other than the current budget year (commonly called "out-years" or "planned years") are not authorized until the annual budget for those years is legally adopted. The out-years serve only as a guide for future planning and are subject to further review and modification.

Annual Capital Budget

The annual capital budget represents the first year of a capital improvement program. It is the appropriation of capital spending legally adopted by the Board. The annual capital budget is adopted in conjunction with Leon County's annual operating budget and provides legal authority to proceed with specific projects.

Program Preparation

Each fiscal year, the Office of Management and Budget facilitates the preparation of a capital improvement program. Officials, administrators, and staff of Leon County government all assist in this process. The preparation process includes the following:

I. Assessment of Capital Needs
(Department/Division Staff)
- Prepare an inventory
- Evaluate whether to repair or replace facilities and/or equipment
- Identify future needs

II. Identification of Capital Projects
(Commission, Administration, Department/Division Staff)
- Review status of current projects
- Develop information for new projects
- Submit project requests

III. Financial Analysis
(Administration and OMB)
- Evaluate financial conditions
- Forecast financial trends
- Evaluate funding options

IV. Evaluation & Planning of Capital Projects
(Administration and OMB)
- Review and prioritize project requests
- Select projects and project schedules
- Determine project funding sources

V. Adoption of Capital Improvement Program & Annual Capital Budget
(Commission, Administration, and OMB)
- Prepare and submit tentative program and budget to Commission
- Hold public hearings
- Revise and prepare final program and budget for adoption

VI. Implementation & Monitoring of Annual Capital Budget
- October 1 through September 30
- Departmental Biannual Project Status Reports

Leon County Fiscal Year 2020 – 2024 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 2020-2024 capital improvement program.
- **Capital Projects by Managing Division:** Summary table of all capital improvement projects organized by managing division.
- **FY 2019 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 2020 to FY 2024. The project detail sheets each provide the following:

General Information

Includes project title, managing division, project number, service type, project status, description/justification and, if applicable, project location map and photo.

Strategic Plan Information

Each project identifies what Strategic Priority(s) it works toward. If applicable, each project notes if it works toward fulfilling one or more of the Board's Strategic Initiatives. The Leon County Board of County Commissioner's Strategic Priorities and Initiatives are further explained in the LEADS/ Strategic Plan section.

Policy/Comprehensive Plan Information

Non-comprehensive Plan Related Projects - relevant policy, law, mandate, ordinance, master plan, initiative, etc.

Comprehensive Plan Related Projects

Identifies whether the project is in the capital improvement element of the comprehensive plan, the improvements (stormwater, parks & recreation, roads), level of service standard for the improvement, current level of service, level of service upon completion of the improvement, etc.

Financial Information

Includes funding sources, past expenditures through FY 2018, FY 2019 adjusted budget and FY 2019 year-to-date expenditures, FY 2020 budget, FY 2020 – FY 2024 planned budget, FY 2020 – FY 2024 total, total project cost, and estimates of any anticipated impacts on the operating budget.

Capital Improvement Program Analysis

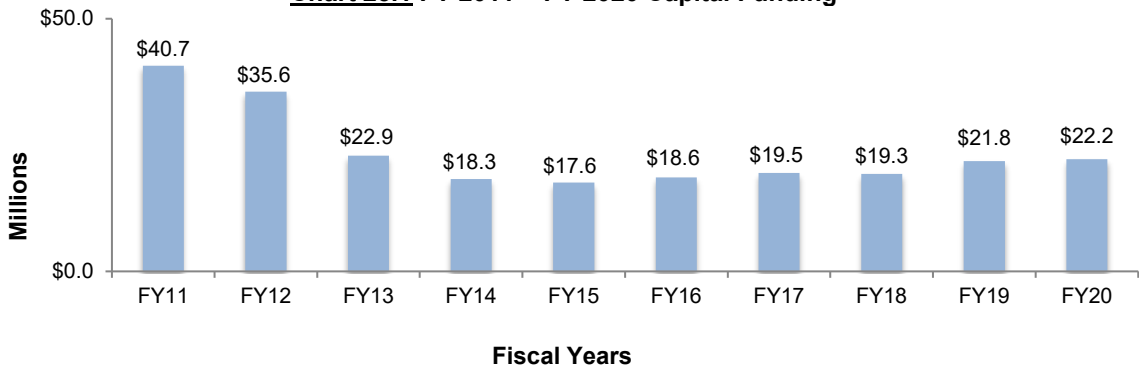
FY 2020 through FY 2024 Capital Budget

Chart 25.1 shows the capital funding for each fiscal year from FY 2011 through FY 2020. The total FY 2020 capital budget is **$22,217,073 ($22,119,698 in capital projects and $97,375 in budgeted reserves)**. Including the budgeted reserves, this is a 1.54% increase over the adopted FY 2019 capital budget of $21,880,541.

At its June 18, 2019 Budget Workshop, the Board approved an increase in the recurring transfer to the County capital program from $5.0 million in FY 2019 to $7.4 million for FY 2020. During the recession, the recurring general revenue transfer to the capital program was reduced to $0. However, through the annual budget processes, the transfer has gradually increased to $5.0 million in FY 2019. Out years reflect the transfer of recurring general revenue to fund capital projects increasing to $9.4 million by FY 2024. To support the capital program adequately, future transfers will need to reach $10.0 million annually. In FY 2020, funding is allocated for building maintenance and repairs including $2.0 million for the Detention Center and parks maintenance and improvements including $800,000 to complete the Chaires Park ballfield, along with new and replacement vehicles and information technology infrastructure projects.

The Chart also illustrates the Capital Improvement Program funding levels since FY 2011

Chart 25.1 FY 2011 – FY 2020 Capital Funding



The capital projects planned for FY 2020 include transportation and stormwater maintenance, sidewalk construction, general county maintenance and improvements, fleet maintenance, technology upgrades, and parks and recreation maintenance and improvements. In developing the proposed five-year capital improvement program, staff continues to focus the limited resources of the County towards maintaining aging infrastructure. A large portion of the projected maintenance budget supports aging facilities. In particular, the County has a number of older large buildings (Detention Facility, Sheriff's Administration, Courthouse and Annex, Main Library, Cooperative Extension Building, and Public Works Operation Center) that are operating with equipment near or at their end-of-life use.

The FY 2020 – FY 2024 Capital Improvement Plan is primarily focused on maintaining the County's infrastructure of buildings, roads, stormwater system, parks, and fleet. In January 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, and intersection and safety improvements.

A new component of this sales tax is an additional two percent dedicated to Livable Infrastructure for Everyone (L.I.F.E.). A preliminary five-year L.I.F.E. Program schedule was presented at the FY 2019 Budget Policy Workshop on April 24, 2018. For FY 2020, L.I.F.E. projects have been established for the various components totaling $680,580.

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, $6.5 million of the water quality funding will be used to pay back this advanced funding.

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Capital Improvement Program Analysis

Service Types

Chart 25.2 illustrates the service types of the projects in the FY 2020 capital budget. *Chart 25.3* shows the service types of the projects in the FY 2020 – FY 2024 Capital Improvement Program. The Capital Improvement Program continues to spend the majority of funds on transportation projects. Budgeted reserves are not reflected below.

Chart 25.2
FY 2020 Service Types

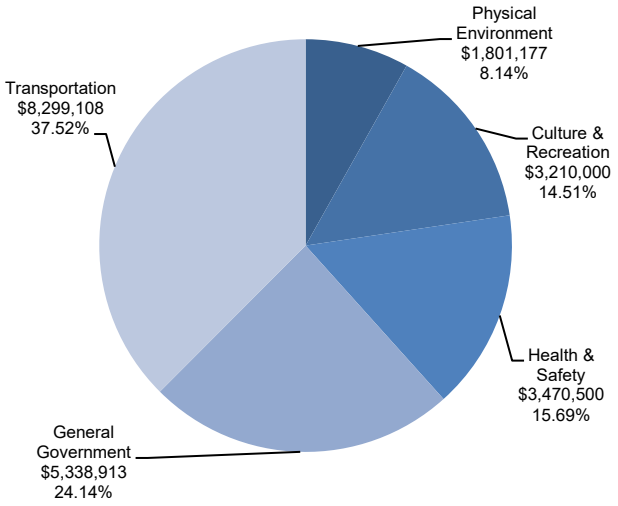
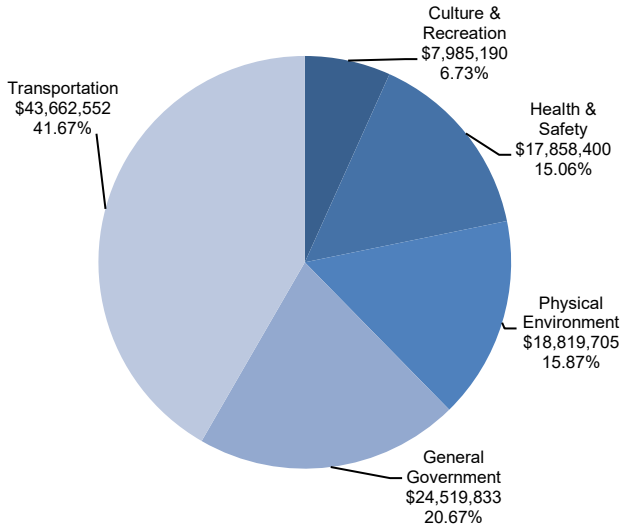


Chart 25.3
FY 2020 – FY 2024 Service Types



Project Funding Sources

Table 25.1 shows the project funding sources for the FY 2020 capital budget and the FY 2020 – FY 2024 capital improvement program. Capital Improvements (Fund 305) and Transportation Improvements (Fund 306) are the primary sources of funding for the FY 2020 capital budget, with $9,859,018 (44.57%) and $3,858,708 (17.44%) respectively. Capital Improvements (Fund 305) is the primary source of funding for FY 2020 – FY 2024, totaling $44,888,568 (37.85%). The table does not reflect budgeted reserves.

Table 25.1 FY 2020 – FY 2024 Project Funding Sources

Funding Source	FY 2020 Planned	%	FY 2020 – FY 2024 Program	%
Capital Improvements (Fund 305)	$9,859,018	44.57%	$44,888,568	37.85%
Transportation Improvements (Fund 306)	$3,858,708	17.44%	$21,093,766	17.79%
Sales Tax Extension 2020 (Fund 351)	$3,402,900	15.38%	$22,666,050	19.11%
Sales Tax Extension 2020 JPA (Fund 352)	$1,618,080	7.32%	$14,778,660	12.46%
EMS MSTU (Fund 135)	$1,327,000	6.00%	$7,312,000	6.17%
Sales Tax Extension (Fund 309)	$1,206,595	5.45%	$2,806,595	2.37%
Sales Tax (Fund 308)	$300,000	1.36%	$300,000	0.25%
Solid Waste (Fund 401)	$297,397	1.34%	$3,044,805	2.57%
Bank of America (Fund 165)	$250,000	1.13%	$1,710,000	1.44%
Total	**$22,119,698**	**100%**	**$118,600,444**	**100%**

Capital Improvement Program Analysis

In November 2014, Leon County residents approved a referendum providing a second extension of the 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. The extension commits 80% of the revenues for Blueprint 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 (BP 2020 JPA) revenue supports County projects funded through the County's share of the sales tax extension.

The BP 2020 JPA revenue, accounted for in Fund 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). Funding reflects the remaining balance dedicated to two projects, Apalachee Regional Park for FY 2020 and Lexington Pond Retrofit for FY 2021.

Reserves for Capital Projects

As a financial best practice and to avoid the cost associated with borrowing, Leon County annually evaluates fund balance levels to determine the availability of funds to support the capital program. For FY 2020, $2.1 million in Transportation Improvement Fund reserves from the fund sweep in FY 2019, will be used to support stormwater and stormwater and transportation capital projects. For the past several years, the County has utilized existing capital project reserves to match state grant funds in support of the septic to sewer projects. Over the next five years, $6.5 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 $5.0 million in FY 2019 and the preliminary FY 2020 budget increases this transfer to $7.4 million. To support the capital program adequately, future transfers are projected to increase to between $8.0 to $10.0 million annually.

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Capital Improvement Program Analysis

New Capital Projects

Table 25.2 indicates new projects for the FY 2020 capital budget and the FY 2020 – FY 2024 capital improvement program. Seven projects totaling $1,341,830 will be funded in FY 2020. For the five-year period, a total of $8,931,910 is budgeted for the new projects. The projects include the Livable Infrastructure for Everyone (L.I.F.E.) projects.

Table 25.2 FY 2020 – FY 2024 New and Revised Projects

New and Revised Projects	FY 2020 Planned	%	FY 2020 – FY 2024 Program	%
Helicopter for Sheriff's Office*	$130,000	9.69%	$650,000	7.28%
N. Florida Fairgrounds Road Milling and Resurfacing	-	-	$220,000	2.46%
Maylor Road Accessibility / Stormwater Improvements	$481,250	35.87%	$3,220,750	36.06%
Solar Arrays on County Buildings	$50,000	3.73%	$250,000	2.80%
L.I.F.E. Rural Road Safety Stabilization	$175,000	13.04%	$925,000	10.36%
L.I.F.E. Miccosukee Sense of Place	$255,580	19.05%	$829,720	9.29%
L.I.F.E. Street Lighting	$125,000	9.32%	$625,000	7.00%
L.I.F.E. Fire Safety Infrastructure	-	-	$500,000	5.60%
L.I.F.E. Boat Landing Enhancements & Upgrades	$125,000	9.32%	$546,440	6.12%
L.I.F.E. 2/3 Match Program	-	-	$100,000	1.12%
L.I.F.E. Stormwater and Flood Relief	-	-	$515,000	5.77%
L.I.F.E. Recreational Amenities	-	-	$550,000	6.16%
Total	**$1,341,830**	**100%**	**$8,931,910**	**100%**

*The total cost of this project will be shared 50/50 by the City of Tallahassee and Leon County.

Management of Capital Projects

Table 25.3 shows the managing divisions of the FY 2020 capital budget and FY 2020 – FY 2024 capital improvement program. The listed divisions manage a total of 107 projects, but only 55 projects will receive additional funding in the FY 2020 Capital Improvement Program; the remainder is funded through the carryforward process or will receive funding in the out-years. Budgeted reserves and carryforward projects are not reflected below.

Table 25.3 FY 2020 – FY 2024 Managing Divisions

Managing Division	# of Projects	FY 2020 Planned	%	FY 2020 – FY 2024 Program	%
Engineering Services	44	$9,663,988	43.69%	$60,334,436	50.87%
Facilities Management	12	$3,578,283	16.18%	$15,564,183	13.12%
Fleet Management	12	$2,552,545	11.54%	$19,305,295	16.28%
Management Information Services	15	$2,158,830	9.76%	$10,634,830	8.97%
Parks & Recreation	14	$3,160,000	14.29%	$7,681,440	6.48%
Public Works	5	$835,200	3.78%	$4,176,000	3.52%
Solid Waste	4	$170,852	0.77%	$854,260	0.72%
Miscellaneous	1	-	-	$50,000	0.04%
Total	**107**	**$21,119,698**	**100%**	**$118,600,444**	**100%**

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Capital Projects by Managing Division

Project	Project #	FY 2018 Life to Date	FY 2019 Adj Budget	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY20 - FY24 Total	Project Cost Total
ENGINEERING SERVICES										
2/3rds Tower Oaks Private Road Paving	057917	$14,673	$580,148	$0	$0	$0	$0	$0	$0	$594,821
Architectural & Engineering Services	086011	$526,269	$60,000	$60,000	$60,000	$60,000	$60,000	$60,000	$300,000	$886,269
Arterial/Collector and Local Road Resurfacing	056001	$43,942,949	$3,520,350	$2,802,900	$3,574,000	$3,667,100	$3,762,100	$3,859,950	$17,666,050	$65,129,349
Baum Road Drainage Improvements	054011	$1,240	$228,760	$0	$750,000	$0	$0	$0	$750,000	$980,000
Belair-Annawood Septic to Sewer	062007	$67,695	$3,432,306	$0	$0	$0	$0	$0	$0	$3,500,001
Community Safety & Mobility	056005	$8,681,918	$1,453,274	$0	$0	$0	$0	$0	$0	$10,135,192
Comprehensive Wastewater Treatment Project	062006	$0	$500,000	$0	$0	$0	$0	$0	$0	$500,000
Detention Facility Complex Maintenance	086031	$7,641,248	$4,729,807	$2,013,500	$2,020,000	$1,167,900	$1,720,000	$1,350,000	$8,271,400	$20,642,455
Fords Arm - Lexington Pond Retrofit	063005	$2,894,290	$2,913,300	$0	$1,600,000	$0	$0	$0	$1,600,000	$7,407,590
Intersection and Safety Improvements	057001	$8,672,697	$4,442,028	$345,850	$500,000	$500,000	$500,000	$500,000	$2,345,850	$15,460,575
Killearn Acres Flood Mitigation	064001	$3,088,545	$497,677	$0	$0	$0	$0	$0	$0	$3,586,222
Killearn Lakes Plantation Stormwater	064006	$2,877,768	$800,000	$0	$0	$0	$0	$0	$0	$3,677,768
L.I.F.E. 2/3 Match Program	091008	$0	$0	$0	$0	$0	$100,000	$0	$100,000	$100,000
L.I.F.E. Fire Safety Infrastructure	091006	$0	$0	$0	$125,000	$125,000	$125,000	$125,000	$500,000	$500,000
L.I.F.E. Miccosukee Sense of Place	091004	$0	$0	$255,580	$184,800	$187,730	$201,610	$0	$829,720	$829,720
L.I.F.E. Rural Road Safety Stabilization	091003	$0	$0	$175,000	$175,000	$175,000	$200,000	$200,000	$925,000	$925,000
L.I.F.E. Stormwater and Flood Relief	091009	$0	$0	$0	$0	$0	$115,000	$400,000	$515,000	$515,000
L.I.F.E. Street Lighting	091005	$0	$0	$125,000	$125,000	$125,000	$125,000	$125,000	$625,000	$625,000
Lake Henrietta Renovation	061001	$72,209	$1,172,554	$0	$0	$0	$0	$0	$0	$1,244,763
Lake Munson Restoration	062001	$2,575,125	$70,000	$0	$0	$0	$0	$0	$0	$2,645,125
Longview Drive Sinkhole	063011	$0	$500,000	$0	$0	$0	$0	$0	$0	$500,000
Longwood Outfall Retrofit	062004	$2,044	$223,345	$0	$0	$0	$0	$0	$0	$225,389
Magnolia Drive Multi-Use Trail	055010	$2,995,024	$5,537,504	$0	$0	$0	$0	$0	$0	$8,532,528
Maylor Road Accessibility / Stormwater Improvements	065005	$0	$0	$481,250	$2,739,500	$0	$0	$0	$3,220,750	$3,220,750
N. Florida Fairgrounds Road Milling and Resurfacing	051009	$0	$0	$0	$220,000	$0	$0	$0	$220,000	$220,000
NE Lake Munson Septic to Sewer	062008	$0	$5,500,000	$0	$0	$0	$0	$0	$0	$5,500,000
Old Bainbridge Road Safety Improvements	053007	$0	$525,071	$0	$0	$0	$0	$0	$0	$525,071
Pedrick Pond Stormwater Improvements	045007	$217,015	$30,902	$0	$0	$0	$0	$0	$0	$247,917
Public Works Design and Engineering Services	056011	$350,060	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$500,000	$950,060
Serenity Cemetery Expansion	091002	$0	$0	$0	$100,000	$0	$0	$0	$100,000	$100,000
Sheriff Training Facility	086080	$0	$49,200	$0	$0	$0	$0	$0	$0	$49,200
Sidewalk Program	056013	$3,258,016	$4,244,076	$1,484,908	$1,836,073	$2,875,735	$2,916,395	$2,958,055	$12,071,166	$19,573,258
Smith Creek Bike Lane Phase I	052004	$0	$110,000	$0	$0	$0	$0	$0	$0	$110,000
Smith Creek Bike Lane Phase II	052005	$0	$134,205	$0	$0	$0	$0	$0	$0	$134,205
Springhill Road Bridge Rehabilitation	051008	$0	$350,500	$0	$0	$0	$0	$0	$0	$350,500
Stormwater Infrastructure Preventative Maintenance	067006	$8,621	$1,341,379	$200,000	$300,000	$300,000	$300,000	$300,000	$1,400,000	$2,750,000
Street Lights Program - Unincorporated Areas	057013	$37,066	$337,934	$0	$0	$0	$0	$0	$0	$375,000
TMDL Compliance Activities	066004	$10,000	$340,000	$0	$0	$0	$0	$0	$0	$350,000
Tourist Development Building	086065	$179,113	$2,177,500	$0	$0	$0	$0	$0	$0	$2,356,613
Transportation and Stormwater Improvements	056010	$838,938	$4,005,556	$1,620,000	$674,500	$850,000	$500,000	$500,000	$4,144,500	$8,988,994
Volunteer Fire Departments	096002	$359,104	$136,523	$0	$0	$0	$0	$0	$0	$495,627
Westside Stormwater	062005	$12,962	$400,000	$0	$0	$0	$0	$0	$0	$412,962
Woodside Heights Sewer Project - FDEP	061003	$2,913,061	$3,086,268	$0	$0	$0	$0	$0	$0	$5,999,329
Woodville Sewer Project	062003	$540	$3,000,000	$0	$0	$0	$2,125,000	$2,125,000	$4,250,000	$7,250,540
Engineering Services Subtotal		**$92,238,190**	**$56,530,167**	**$9,663,988**	**$15,083,873**	**$10,133,465**	**$12,850,105**	**$12,603,005**	**$60,334,436**	**$209,102,793**
FACILITIES MANAGEMENT										
Building General Maintenance and Renovations	086079	$138,354	$1,664,429	$410,118	$220,000	$130,000	$95,000	$70,000	$925,118	$2,727,901
Building Infrastructure and Improvements	086078	$557,739	$2,263,301	$544,425	$1,502,747	$865,934	$915,934	$644,285	$4,473,325	$7,294,365
Building Mechanical Repairs and Improvements	086077	$482,782	$1,940,476	$935,334	$271,000	$371,000	$549,000	$481,000	$2,607,334	$5,030,592
Building Roofing Repairs and Replacements	086076	$38,050	$352,690	$889,827	$650,000	$900,000	$575,000	$325,000	$3,339,827	$3,730,567
Common Area Furnishings	086017	$464,621	$30,000	$30,000	$30,000	$30,000	$30,000	$30,000	$150,000	$644,621
Courthouse Renovations	086027	$9,180,053	$953,638	$373,579	$40,000	$40,000	$40,000	$40,000	$533,579	$10,667,270
Courthouse Security	086016	$439,361	$35,000	$35,000	$40,000	$20,000	$35,000	$20,000	$150,000	$624,361
Courtroom Minor Renovations	086007	$721,140	$99,187	$60,000	$60,000	$60,000	$60,000	$60,000	$300,000	$1,120,327
Lake Jackson Town Center	083002	$681,022	$192,799	$0	$0	$0	$0	$0	$0	$873,821
Leon County Government Annex	086025	$25,846,682	$612,003	$250,000	$250,000	$275,000	$610,000	$325,000	$1,710,000	$28,168,685
Public Safety Complex	096016	$15,945,226	$523,276	$0	$225,000	$300,000	$300,000	$300,000	$1,125,000	$17,593,502
Solar Arrays on County Buildings	086081	$0	$0	$50,000	$50,000	$50,000	$50,000	$50,000	$250,000	$250,000
Facilities Management Subtotal		**$54,495,030**	**$8,666,799**	**$3,578,283**	**$3,338,747**	**$3,041,934**	**$3,259,934**	**$2,345,285**	**$15,564,183**	**$78,726,012**
FLEET MANAGEMENT										
Emergency Medical Services Vehicles & Equipment Replacement	026014	$9,507,395	$1,360,000	$1,302,000	$1,305,000	$1,350,000	$1,575,000	$1,655,000	$7,187,000	$18,054,395
Fleet Management Shop Equipment	026010	$275,430	$25,000	$0	$0	$35,000	$0	$30,000	$65,000	$365,430
General Vehicle & Equipment Replacement	026003	$5,160,039	$255,236	$246,000	$531,000	$540,000	$466,000	$525,000	$2,308,000	$7,723,275
Hazardous Waste Vehicle and Equipment Replacement	036042	$43,057	$0	$0	$0	$96,000	$0	$0	$96,000	$139,057
Helicopter for Sheriff's Office	026023	$0	$0	$130,000	$130,000	$130,000	$130,000	$130,000	$650,000	$650,000
New General Vehicle & Equipment	026018	$200,195	$0	$52,000	$0	$0	$0	$0	$52,000	$252,195
New Parks/Greenways Vehicles and Equipment	046007	$822,923	$254,302	$0	$53,750	$0	$0	$0	$53,750	$1,130,975
Public Works Vehicle & Equipment Replacement	026005	$11,217,887	$1,295,602	$429,000	$1,260,000	$734,000	$750,000	$750,000	$3,923,000	$16,436,489
Rural Waste Vehicle and Equipment Replacement	036033	$618,183	$513,565	$0	$0	$0	$0	$0	$0	$1,131,748
Solid Waste Facility Heavy Equipment & Vehicle Replacement	036003	$4,171,263	$31,000	$15,000	$388,000	$0	$40,000	$40,000	$483,000	$4,685,263
Stormwater Vehicle & Equipment Replacement	026004	$7,104,196	$282,156	$267,000	$393,000	$1,015,000	$528,000	$673,000	$2,876,000	$10,262,352
Transfer Station Heavy Equipment Replacement	036010	$3,226,261	$126,873	$111,545	$395,000	$165,000	$470,000	$470,000	$1,611,545	$4,964,679
Fleet Management Subtotal		**$42,346,829**	**$4,143,734**	**$2,552,545**	**$4,455,750**	**$4,065,000**	**$3,959,000**	**$4,273,000**	**$19,305,295**	**$65,795,858**

*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 2020 – 2024 Capital Improvement Program

Capital Projects by Managing Division

Project	Project #	Life to Date FY 2018	Adj Budget FY 2019	FY 2020 Planned	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	FY20 - FY24 Total	Project Cost Total
MANAGEMENT INFORMATION SERVICES (MIS)										
County Compute Infrastructure	076008	$4,071,097	$666,526	$550,000	$550,000	$550,000	$550,000	$550,000	$2,750,000	$7,487,623
Courtroom Technology	076023	$1,246,278	$461,850	$0	$133,820	$133,820	$133,820	$133,820	$535,280	$2,243,408
E-Filing System for Court Documents	076063	$22,972	$247,333	$0	$125,000	$125,000	$0	$0	$250,000	$520,305
Emergency Medical Services Technology	076058	$311,442	$48,823	$25,000	$25,000	$25,000	$25,000	$25,000	$125,000	$485,265
Financial Hardware and Software	076001	$585,579	$160,828	$25,000	$25,000	$25,000	$25,000	$25,000	$125,000	$871,407
Geographic Information Systems	076009	$6,160,482	$260,556	$188,280	$188,280	$188,280	$188,280	$188,280	$941,400	$7,362,438
GIS Incremental Basemap Update	076060	$3,693,679	$298,500	$298,500	$298,500	$298,500	$298,500	$298,500	$1,492,500	$5,484,679
Library Services Technology	076011	$388,007	$107,854	$50,000	$50,000	$50,000	$50,000	$50,000	$250,000	$745,861
Mobile Devices	076042	$631,871	$31,427	$25,000	$25,000	$25,000	$25,000	$25,000	$125,000	$788,298
Permit & Enforcement Tracking System	076015	$734,445	$270,284	$450,000	$250,000	$250,000	$250,000	$250,000	$1,450,000	$2,454,729
Public Defender Technology	076051	$523,938	$75,712	$50,000	$50,000	$50,000	$50,000	$50,000	$250,000	$849,650
Records Management	076061	$295,700	$129,695	$0	$0	$0	$0	$0	$0	$425,395
State Attorney Technology	076047	$425,467	$110,900	$110,900	$110,900	$110,900	$110,900	$110,900	$554,500	$1,090,867
Supervisor of Elections Technology	076005	$531,450	$77,670	$86,150	$50,000	$50,000	$50,000	$50,000	$286,150	$895,270
User Computer Upgrades	076024	$4,666,707	$300,000	$300,000	$300,000	$300,000	$300,000	$300,000	$1,500,000	$6,466,707
MIS Subtotal		**$24,289,114**	**$3,247,958**	**$2,158,830**	**$2,181,500**	**$2,181,500**	**$2,056,500**	**$2,056,500**	**$10,634,830**	**$38,171,902**
MISCELLANEOUS										
Voting Equipment Replacement	096028	$90,268	$41,732	$0	$50,000	$0	$0	$0	$50,000	$182,000
Miscellaneous Subtotal		**$90,268**	**$41,732**	**$0**	**$50,000**	**$0**	**$0**	**$0**	**$50,000**	**$182,000**
PARKS & RECREATION										
Apalachee Regional Park	045001	$3,294,145	$2,338,570	$1,400,000	$0	$250,000	$100,000	$500,000	$2,250,000	$7,882,715
Boat Landing Improvements and Renovations	047002	$142,739	$296,181	$0	$0	$0	$0	$0	$0	$438,920
Chaires Park	046014	$1,200,000	$0	$800,000	$0	$0	$0	$0	$800,000	$2,000,000
Dog Parks - Unincorporated Area	046013	$30,000	$95,000	$30,000	$0	$0	$0	$0	$30,000	$155,000
Fred George Park	043007	$9,170,395	$487,850	$0	$0	$0	$0	$0	$0	$9,658,245
Greenways Capital Maintenance	046009	$1,833,909	$714,444	$150,000	$250,000	$250,000	$250,000	$250,000	$1,150,000	$3,698,353
J. Lee Vause Park Improvements	043001	$99,334	$333,799	$130,000	$0	$0	$0	$0	$130,000	$563,133
J.R. Alford Greenway	045004	$165,185	$110,000	$0	$0	$0	$0	$0	$0	$275,185
L.I.F.E. Boat Landing Enhancements & Upgrades	091007	$0	$0	$125,000	$125,000	$0	$125,000	$171,440	$546,440	$546,440
L.I.F.E. Recreational Amenities	091010	$0	$0	$0	$200,000	$350,000	$0	$0	$550,000	$550,000
Okeeheepkee Prairie Park	043008	$701,130	$185,634	$0	$0	$0	$0	$0	$0	$886,764
Parks Capital Maintenance	046001	$2,393,118	$2,770,139	$350,000	$350,000	$350,000	$350,000	$350,000	$1,750,000	$6,913,257
Playground Equipment Replacement	046006	$815,756	$41,556	$175,000	$0	$150,000	$0	$150,000	$475,000	$1,332,312
St. Marks Headwaters Greenway	047001	$874,069	$1,076,561	$0	$0	$0	$0	$0	$0	$1,950,630
Parks & Recreation Subtotal		**$20,719,780**	**$8,449,734**	**$3,160,000**	**$925,000**	**$1,350,000**	**$825,000**	**$1,421,440**	**$7,681,440**	**$36,850,954**
PUBLIC WORKS										
Arterial & Collector Roads Pavement Markings	026015	$1,015,408	$171,435	$135,200	$135,200	$135,200	$135,200	$135,200	$676,000	$1,862,843
Faulk Drive Pond Sentiment Removal	063010	$16,409	$233,591	$0	$0	$0	$0	$0	$0	$250,000
FDEP Springs Restoration Project	125-927128	$0	$1,500,000	$0	$0	$0	$0	$0	$0	$1,500,000
Open Graded Hot Mix Maintenance and Resurfacing	026006	$13,847,218	$1,428,503	$600,000	$600,000	$600,000	$600,000	$600,000	$3,000,000	$18,275,721
Stormwater Pond Repairs	066026	$1,250,796	$157,693	$100,000	$100,000	$100,000	$100,000	$100,000	$500,000	$1,908,489
Public Works Subtotal		**$16,129,831**	**$3,491,222**	**$835,200**	**$835,200**	**$835,200**	**$835,200**	**$835,200**	**$4,176,000**	**$23,797,053**
SOLID WASTE										
Household Hazardous Waste Improvements	036019	$489,173	$85,650	$0	$0	$0	$0	$0	$0	$574,823
Landfill Closure	036043	$2,718,405	$12,884,701	$0	$0	$0	$0	$0	$0	$15,603,106
Landfill Improvements	036002	$1,598,965	$156,181	$20,000	$20,000	$20,000	$20,000	$20,000	$100,000	$1,855,146
Transfer Station Improvements	036023	$1,118,299	$739,980	$150,852	$150,852	$150,852	$150,852	$150,852	$754,260	$2,612,539
Solid Waste Subtotal		**$5,924,842**	**$13,866,512**	**$170,852**	**$170,852**	**$170,852**	**$170,852**	**$170,852**	**$854,260**	**$20,645,614**
Total Capital Improvement Program		**$256,233,884**	**$98,437,858**	**$22,119,698**	**$27,040,922**	**$21,777,951**	**$23,956,591**	**$23,705,282**	**$118,600,444**	**$473,272,186**

*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 2020 – 2024 Capital Improvement Program

FY 2019 Anticipated Carryforward Projects

Table 25.4 is a schedule of the anticipated carryforward projects for FY 2019. All projects are currently fully funded, except for those that are underlined and *italicized*, which may require future funding. It is anticipated that the funding for these projects will be carryforward from FY 2019 into FY 2020 in order to complete the projects.

Table 25.4 FY 2019 Anticipated Carryforward Projects

Project Title	FY 2018 Life to Date	FY 2019 Adjusted Budget	FY 2019 YTD Activity*
Culture & Recreation			
Apalachee Regional Park	3,294,145	2,338,570	211,074
Boat Landing Improvements and Renovations	142,739	296,181	51,261
Chaires Park	1,200,000	-	-
Dog Parks - Unincorporated Area	30,000	95,000	-
Fred George Park	9,170,395	487,850	-
Greenways Capital Maintenance	1,833,909	714,444	90,797
J. Lee Vause Park Improvements	99,334	333,799	20,726
J.R. Alford Greenway	165,185	110,000	-
Library Services Technology	388,007	107,854	-
Okeeheepkee Prairie Park	701,130	185,634	9,905
Parks Capital Maintenance	2,393,118	2,770,139	453,223
Playground Equipment Replacement	815,756	41,556	1,530
St. Marks Headwaters Greenway	874,069	1,076,561	52,824
Subtotal	**$21,107,787**	**$8,557,588**	**$891,340**
General Government			
Building General Maintenance and Renovations	138,354	1,664,429	145,918
Building Infrastructure and Improvements	557,739	2,263,301	319,078
Building Mechanical Repairs and Improvements	482,782	1,940,476	980,105
Building Roofing Repairs and Replacements	38,050	352,690	133,605
Courthouse Renovations	9,180,053	953,638	51,663
Courtroom Minor Renovations	721,140	99,187	23,545
Courtroom Technology	1,246,278	461,850	119,808
E-Filing System for Court Documents	22,972	247,333	-
Financial Hardware and Software	585,579	160,828	82,746
Fleet Management Shop Equipment	275,430	25,000	315
Lake Jackson Town Center	681,022	-	-
Leon County Government Annex	25,846,682	612,003	143,369
Public Defender Technology	523,938	75,712	27,829
Supervisor of Elections Technology	531,450	77,670	27,387
Tourist Development Building	179,113	2,177,500	51,876
User Computer Upgrades	4,666,707	300,000	195,497
Voting Equipment Replacement	90,268	41,732	15,414
Subtotal	**$45,767,557**	**$11,453,349**	**$2,318,155**
Health & Safety			
Detention Facility Complex Maintenance	7,641,248	4,729,807	1,206,637
Emergency Medical Services Technology	311,442	48,823	24,174
Public Safety Complex	15,945,226	523,276	7,841
Sheriff Training Facility	-	49,200	-
Volunteer Fire Departments	359,104	136,523	5,734
Subtotal	**$24,257,020**	**$5,487,629**	**$1,244,386**

**YTD Activity does not include encumbrances.*

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

FY 2019 Anticipated Carryforward Projects

Project Title	FY 2018 Life to Date	FY 2019 Adjusted Budget	FY 2019 YTD Activity*
Physical Environment			
Baum Road Drainage Improvements	1,240	228,760	-
Belair-Annawood Septic to Sewer	67,695	3,432,306	518,053
Comprehensive Wastewater Treatment Project	-	500,000	-
Faulk Drive Pond Sentiment Removal	16,409	233,591	137,219
FDEP Springs Restoration Project	-	1,500,000	-
Fords Arm - Lexington Pond Retrofit	2,894,290	2,913,300	79,817
Geographic Information Systems	6,160,482	260,556	150,025
Household Hazardous Waste Improvements	489,173	85,650	13,767
Killearn Acres Flood Mitigation	3,088,545	497,677	-
Killearn Lakes Plantation Stormwater	2,877,768	800,000	-
Lake Henrietta Renovation	72,209	1,172,554	-
Lake Munson Restoration	2,575,125	70,000	-
Landfill Closure	2,718,405	12,884,701	4,435,947
Landfill Improvements	1,598,965	156,181	-
Longview Drive Sinkhole	-	500,000	-
Longwood Outfall Retrofit	2,044	223,345	-
NE Lake Munson Septic to Sewer	-	5,500,000	188,703
Pedrick Pond Stormwater Improvements	217,015	30,902	-
Stormwater Infrastructure Preventative Maintenance	8,621	1,341,379	348,330
Stormwater Pond Repairs	1,250,796	157,693	113,034
TMDL Compliance Activities	10,000	340,000	98,817
Transfer Station Improvements	1,118,299	739,980	6,698
Westside Stormwater	12,962	400,000	157,358
Woodside Heights Sewer Project - FDEP	2,913,061	3,086,268	1,143,608
Woodville Sewer Project	540	3,000,000	416,141
Subtotal	**$28,093,644**	**$40,054,843**	**$7,807,517**
Transportation			
2/3rds Tower Oaks Private Road Paving	14,673	580,148	44,376
Arterial & Collector Roads Pavement Markings	1,015,408	171,435	-
Arterial/Collector and Local Road Resurfacing	43,942,949	3,520,350	983,627
Community Safety & Mobility	8,681,918	1,453,274	158,436
Intersection and Safety Improvements	8,672,697	4,442,028	1,831
Magnolia Drive Multi-Use Trail	2,995,024	5,537,504	95,680
Old Bainbridge Road Safety Improvements	-	525,071	100,503
Open Graded Hot Mix Maintenance and Resurfacing	13,847,218	1,428,503	815,873
Public Works Design and Engineering Services	350,060	100,000	19,860
Sidewalk Program	3,258,016	4,244,076	610,133
Smith Creek Bike Lane Phase I	-	110,000	-
Smith Creek Bike Lane Phase II	-	134,205	-
Springhill Road Bridge Rehabilitation	-	350,500	-
Street Lights Program - Unincorporated Areas	37,066	337,934	33,450
Transportation and Stormwater Improvements	838,938	4,005,556	235,020
Subtotal	**$83,653,967**	**$26,940,584**	**$3,098,789**
Total Carryforward Projects	**$202,879,975**	**$92,493,993**	**$15,360,196**

**YTD Activity does not include encumbrances.*

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Operating Budget Impacts

The following is a general description of some of the impacts that different types of projects can have on the operating budget.

Facilities
The construction or acquisition of a new facility that increases the square footage that the County is required to maintain. This increase results in additional expenses including utilities, maintenance and custodial contracts, and repairs. New community centers and libraries are typically service enhancements, and therefore also require additional staffing, operating supplies, library materials, and machinery and equipment. A new facility may also involve the cancellation of a lease on an existing facility to help offset the increased costs.

Renovations or upgrades to an existing facility are often completed to improve efficiency and/or to avoid total replacement. An increase in efficiency often results in reallocation of staff time and a decrease in costs such as maintenance, utilities, and repairs.

Parks, Greenways & Trails
The development of a new park, greenway, or trail space increases the acreage that the County is required to maintain. This increase results in additional expenses including maintenance staff, maintenance vehicles and equipment, operating supplies, and utilities.

Roadways
The improvement of roadways generally requires ongoing maintenance costs such as pothole patching, lane and crosswalk re-striping, sign and traffic signal replacement, and roadside right-of-way mowing and maintenance.

Stormwater
The improvements of existing stormwater ponds or drainage systems and construction of new ponds or drainage systems are often completed to correct a deficiency. These corrections typically result in decreases in maintenance and repair costs.

Technology
The implementation of new technology often requires an increase for maintenance contracts once the warranty period has expired. Upgrades to existing technology either have no additional costs or minimal costs. The upgrades can result in a decrease in maintenance costs and reallocation of staff time due to the increased efficiency.

Vehicles/Equipment
The purchase of a new vehicle or piece of equipment results in additional expenses including vehicle insurance coverage, preventative maintenance, fuel and oil, and operating supplies. The purchase of a new vehicle or piece of equipment may also require additional staffing for operation. Replacement vehicles or equipment reduce the maintenance portion of the operating budget for the first three years.

Leon County Fiscal Year 2020 – 2024 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 2020 Estimated	FY 2021 Estimated	FY 2022 Estimated	FY 2023 Estimated	FY 2024 Estimated
Apalachee Regional Park	045001	$47,746	$87,863	$90,038	$92,327	$94,735
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	$12,833	$12,833	$12,833	$12,833	$12,833
Serenity Cemetery Expansion	091002	$500	$800	$500	$500	$500
Street Lights Programs - Unincorporated Areas	057013	$10,000	$10,000	$10,000	$10,000	$10,000
Total		**$96,679**	**$147,896**	**$160,571**	**$173,660**	**$186,868**

Table 25.6 outlines the estimated operating budget impacts by Division. Impacts are shown in the fiscal year in which they are anticipated to begin and the out-years that will be affected by additional operating costs. The impacts shown in this table are only estimates and are subject to change. In addition, divisions may share the operating impacts of one project. For example, Facilities Management is responsible for the utilities and maintenance of the libraries, while the Library Department is responsible for personnel and operating supplies.

Table 25.6 Operating Budget Impacts by Division

Division	FY 2020 Estimated	FY 2021 Estimated	FY 2022 Estimated	FY 2023 Estimated	FY 2024 Estimated
Facilities Management	$500	$500	$500	$500	$500
Management Information Services	$21,600	$32,400	$43,200	$54,000	$64,800
Public Works	$10,500	$10,800	$10,500	$10,500	$10,500
Parks & Recreation	$64,079	$104,196	$106,371	$108,660	$111,068
Total	**$96,679**	**$147,896**	**$160,571**	**$173,660**	**$186,868**

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Culture & Recreation

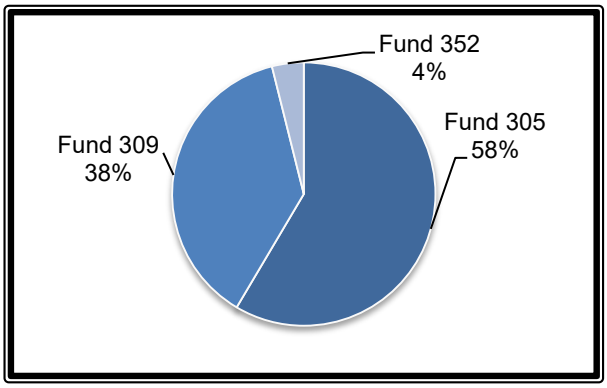
Overview

The Culture & Recreation section contains capital improvement projects designed to facilitate the provision, maintenance, and operation of culture and recreation facilities and activities. Major Culture & Recreation capital projects funded in FY 2020 include Apalachee Regional Park, Chaires Park Baseball Field, Parks Capital Maintenance, Greenways Capital Maintenance, New Parks/Greenways Vehicles and Equipment, and Livable Infrastructure for Everyone (L.I.F.E.) projects.

Funding Sources

Chart 25.4 illustrates that 58% ($1.88 million) of Culture & Recreation projects are funded in FY 2020 by general revenue, or Capital Improvements Fund (Fund 305). The Sales Tax Extension Fund is funding additional projects at $1,206,595 or 38%, with the remaining 4% ($125,000) funding L.I.F.E. projects.

Chart 25.4
FY 2020 Culture & Recreation Projects by Funding Source



Managing Divisions

Table 25.7 shows Parks & Recreation will manage 14 projects, or 88% of the FY 2020 Culture & Recreation capital improvement projects. Fleet Management and Management Information Services will each manage one project for the remaining 12% of the Culture & Recreation capital improvement projects for FY 2020.

Table 25.7
FY 2020 Culture & Recreation Projects by Managing Division

Managing Division	# of Projects	FY 2020 Budget
Parks & Recreation	14	$3,160,000
Management Information Services	1	$50,000
Fleet Management	1	$0
Total	**16**	**$3,210,000**

Operating Budget Impacts

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

Table 25.8 Culture & Recreation Operating Budget Impacts

Project	Project #	FY 2020 Estimate	FY 2021 Estimate	FY 2022 Estimate	FY 2023 Estimate	FY 2024 Estimate
Apalachee Regional Park	045001	$47,746	$87,863	$90,038	$92,327	$94,735
J.R. Alford Greenway	045004	$3,500	$3,500	$3,500	$3,500	$3,500
New Parks/Greenways Vehicles and Equipment	046007	$12,833	$12,833	$12,833	$12,833	$12,833
Total		**$64,079**	**$104,196**	**$106,371**	**$108,660**	**$111,068**

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Culture & Recreation Index

Page	Project	#	FY 2018 Life to Date	FY 2019 Adj Bud	FY 2020 Budget	FY20-FY24 Total	Project Total
25-20	Apalachee Regional Park	045001	3,294,145	2,338,570	1,400,000	2,250,000	7,882,715
25-21	Boat Landing Improvements and Renovations	047002	142,739	296,181	-	-	438,920
25-22	Chaires Park	046014	1,200,000	-	800,000	800,000	2,000,000
25-23	Dog Parks – Unincorporated Area	046013	30,000	95,000	30,000	30,000	155,000
25-24	Fred George Park	043007	9,170,395	487,850	-	-	9,658,245
25-25	Greenways Capital Maintenance	046009	1,833,909	714,444	150,000	1,150,000	3,698,353
25-26	J. Lee Vause Park Improvements	043001	99,334	333,799	130,000	130,000	563,133
25-27	J.R. Alford Greenway	045004	165,185	110,000	-	-	275,185
25-28	Library Services Technology	076011	388,007	107,854	50,000	250,000	745,861
25-29	L.I.F.E. Boat Landing Enhancements & Upgrades	091007	-	-	125,000	546,440	546,440
25-30	L.I.F.E. Recreational Amenities	091010	-	-	-	550,000	550,000
25-31	New Parks/Greenways Vehicles and Equipment	046007	822,923	254,302	-	53,750	1,130,975
25-32	Okeeheepkee Prairie Park	043008	701,130	185,634	-	-	886,764
25-33	Parks Capital Maintenance	046001	2,393,118	2,770,139	350,000	1,750,000	6,913,257
25-34	Playground Equipment Replacement	046006	815,756	41,556	175,000	475,000	1,332,312
25-35	St. Marks Headwaters Greenway	047001	874,069	1,076,561	-	-	1,950,630
	Culture & Recreation Total		**$21,930,710**	**$8,811,890**	**$3,210,000**	**$7,985,190**	**$38,727,790**

*The Capital Improvement projects highlighted are fully funded in FY 2019. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Apalachee 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 Initiative:	**EC1,EC4,Q1**

Project Description/Justification

This project is for ongoing park improvements associated with creating a positive economic impact for the community and implementing the Master Plan. Improvement activities contemplated for the cross country course area include: water infrastructure, a permanent restroom with the incorporation of solar energy panels, an awards stage, operations building, and pavilion. Other improvements scheduled to occur during FY 2020, FY 2021 and FY 2022 include the relocation of the airfield, construction of the wildlife viewing platforms, construction of trails, and the construction of the signature entrance. Funding in FY 2023 will be used to construct the dog park and as seed money for additional master plan amenities including the nature-based playground and disc golf courses. Funding in FY 2024 will be used to continue to develop a master plan for the park, as well as evaluate additional opportunities for trail expansion and opportunities to create additional dog parks in the unincorporated area.

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.

Strategic Initiative

- ∇ Continue to work with FSU to bid and host NCAA cross country national and regional championships at Apalachee Regional Park. (2016-5)
- ∇ Develop a master plan for the Apalachee Regional Park. (2016-24A)
- ∇ Further enhance our competitiveness in attracting national and regional running championships by making additional strategic investments at the Apalachee Regional Park. (2016-12)
- ∇ 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

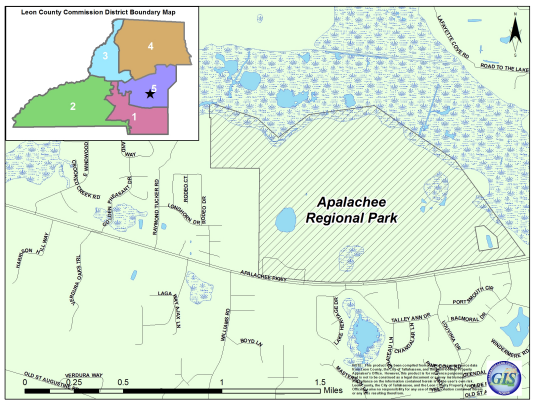
	Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305	Capital Improvements	1,960,907	2,338,570	211,074	193,405	0	250,000	100,000	500,000	1,043,405	5,342,882
309	Sales Tax - Extension	839,751	0	0	1,206,595	0	0	0	0	1,206,595	2,046,346
401	Solid Waste	493,487	0	0	0	0	0	0	0	0	493,487
		3,294,145	2,338,570	211,074	1,400,000	0	250,000	100,000	500,000	2,250,000	7,882,715

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. Two new park attendant positions were 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 these new positions were spread out over FY 2019 and FY 2021 with the first position being brought on in August 2019 and the second position being brought on in October 2020. The estimated operating impact to FY 2020 is $47,746.



Cross Country Event at Apalachee Regional Park

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Boat Landing Improvements and Renovations

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**047002**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Revised Project**	Strategic Initiative:	**Q1**

Project Description/Justification

This project addresses County boat landing improvements and renovations. The County maintains 25 boat landings located on seven water bodies (Carr Lake, Lake Iamonia, Lake Jackson, Lake Miccosukee, Lake Munson, Lake Talquin and the Ochlocknee River). These facilities range from very minimal (i.e. solely dirt ramp) to the more full-service-type landing with concrete ramps, floating docks, fish cleaning stations, fishing piers and adjacent campgrounds.

In February 2017, a Boat Landing Inspection Report was completed for seven of the County's most highly used landings. The report identified specific, significant improvements for Crowder Boat Landing and Williams Landing. Improvements include enhancements to aging infrastructure such as retaining walls, ramps and stormwater conveyances. Additional projects include the systematic replacement of nine fishing piers. This project will also be supplemented with funds from Boating Improvement fees received from the State. Current funding will be used for the Crowder Boat Landing improvements. Out year funding for Williams Landing and additional projects will come from a portion of the 2% share of the Blueprint 2020 Sales Tax LIFE funding.

Strategic Initiative

N/A

Financial Summary

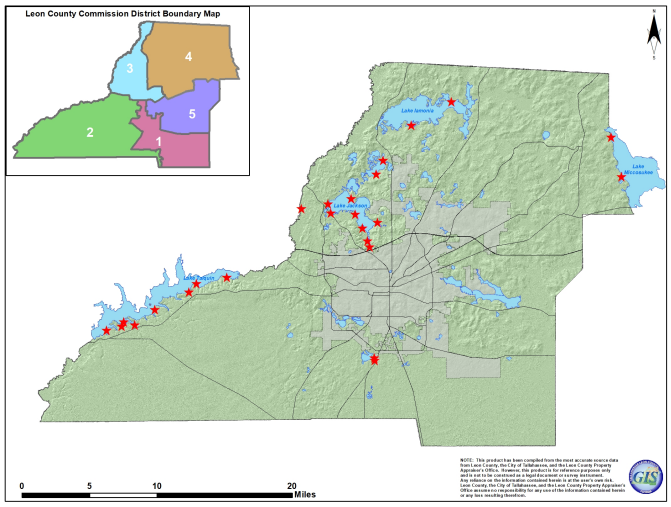
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	142,739	296,181	51,261	0	0	0	0	0	0	438,920
	142,739	296,181	51,261	0	0	0	0	0	0	438,920

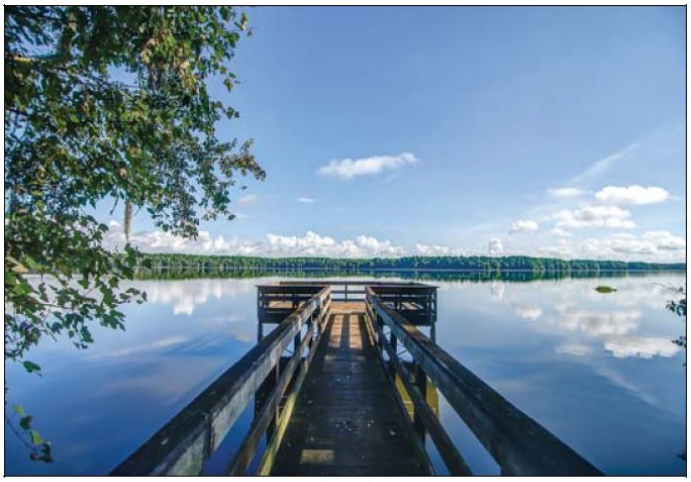
Policy/Comprehensive Plan Information

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 2020 - 2024 Capital Improvement Program

Chaires Park

Dept/Div: **Parks & Recreation**
Project #: **046014**
Service Type: **Culture & Recreation**
Status: **Existing Project**

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

Project Description/Justification

The project funds recreational amenities for Daniel B. Chaires Park. Grading and construction of the stormwater facilities for a new Chaires baseball field are being done in house through the Division of Operations and began in early 2018. At the April 23, 2019 budget workshop, the Board considered a budget discussion item regarding the ballfield project. Due to unique access, stormwater, and parking needs of the site, cost estimates came in at $2 million, leaving an $800,000 shortfall needed to complete the ballfield project. Subsequently, a community meeting was held on May 22, 2019 to gather feedback regarding improvements to the park and provide recommendations for Board consideration at the June budget workshop. During the June 18, 2019 budget workshop, additional funding was allocated in FY 2020 for the construction of a 60/90 baseball field. In addition, the existing Parks and Recreation budget will be used to resurface the basketball courts and install new basketball court lighting.

Strategic Initiative

N/A

Financial Summary

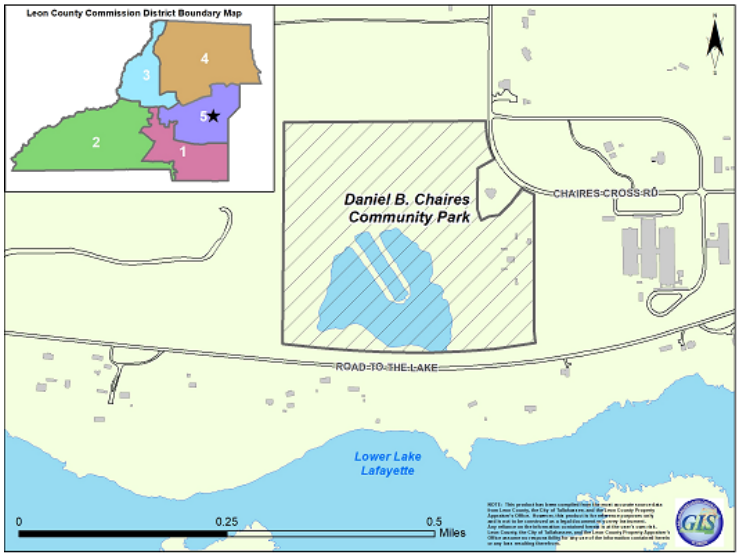
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,200,000	0	0	800,000	0	0	0	0	800,000	2,000,000
	1,200,000	0	0	800,000	0	0	0	0	800,000	2,000,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

Increased utility costs for lighting and irrigation; field maintenance costs, such as fertilizer, sand, chalk, etc.; and an increase in contractual services for mowing and turf management, once ballfield is complete.



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Dog Parks - Unincorporated Area

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**046013**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**Q1, Q6**

Project Description/Justification

This project is for design and construction of dog parks in the unincorporated area in FY 2019, FY 2020, and FY 2021. Construction is anticipated to begin in late FY 2019, early in FY 2020 for the first two dog parks in the unincorporated areas at Bradfordville Community Center and J. Lee Vause Park. Funding in FY 2020 will be utilized to construct the third off-leash area at Robinson Road Park.

Strategic Initiative

Identify opportunities to create dog parks in the unincorporated area. (2016-24F)

Financial Summary

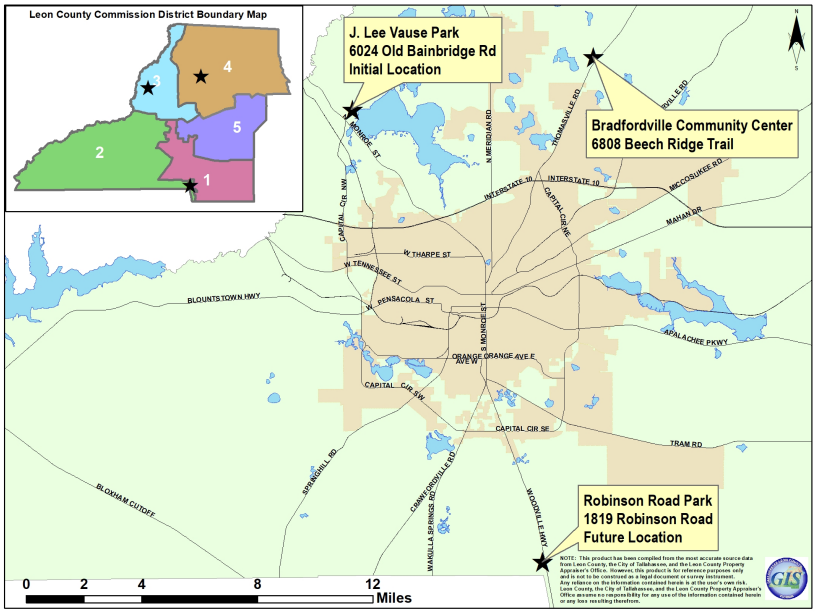
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	95,000	0	30,000	0	0	0	0	30,000	125,000
	0	95,000	0	30,000	0	0	0	0	30,000	125,000

Policy/Comprehensive Plan Information

FY 2017 - FY 2021 Strategic Plan
Parks & Recreation Master Plan (1997)
Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3

Operating Budget Impact

Professional Services for cleaning Robinson Rd Park and the third TBD location beginning in FY21.



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Fred George Park

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**043007**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Revised Project**	Strategic Initiative:	**EN2, Q1**

Project Description/Justification

This project is for the development of the Fred George Greenway and Park in accordance with amenities and activities outlined in the Land Management Plan. Phases of the park's remaining development will include, the design, permitting, and construction of a second trash trap (located at Keystone Ct.); wetland restoration; the extension of water and sewer lines to the museum; and the construction of boardwalks and two observation decks. Program funding for FY 2021 through FY 2024 will be allocated from Blueprint 2000.

Strategic Initiative

N/A

Financial Summary

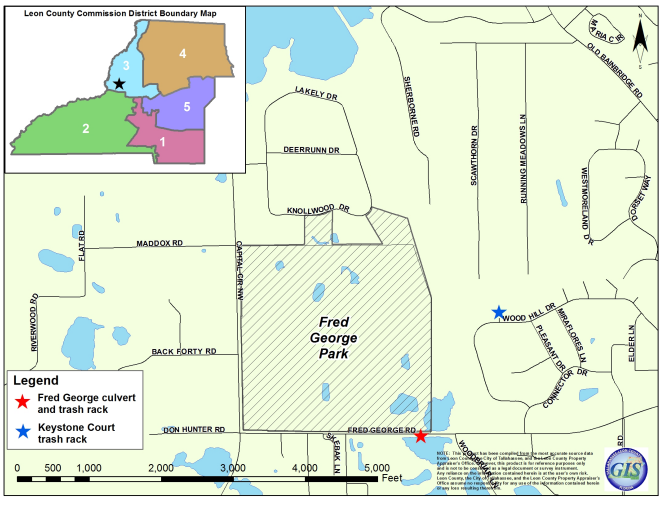
	Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
125	Grants	5,198,732	0	0	0	0	0	0	0	0	5,198,732
305	Capital Improvements	720,739	0	0	0	0	0	0	0	0	720,739
309	Sales Tax - Extension	3,250,924	487,850	0	0	0	0	0	0	0	3,738,774
		9,170,395	487,850	0	0	0	0	0	0	0	9,658,245

Policy/Comprehensive Plan Information

Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3; 1.2.1 and 1.2.
Fred George Basin Greenway Management Plan (August 2009)
Fred George Basin FCT Grant Agreement #07-102-FF7 (requires what amenities must be constructed on the property)

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Greenways Capital Maintenance

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**046009**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Revised Project**	Strategic Initiative:	**EN2, Q1**

Project Description/Justification

This project is for maintenance (mowing, tree trimming, fence repair, invasive plant control, etc.) and small-scale improvement projects (signage, additional benches or picnic tables, tree plantings, etc.) of greenways and green spaces within the County's Parks and Recreation system. This project will address needs that arise within the J.R. Alford and Miccosukee Greenways and the NE Park trails. 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

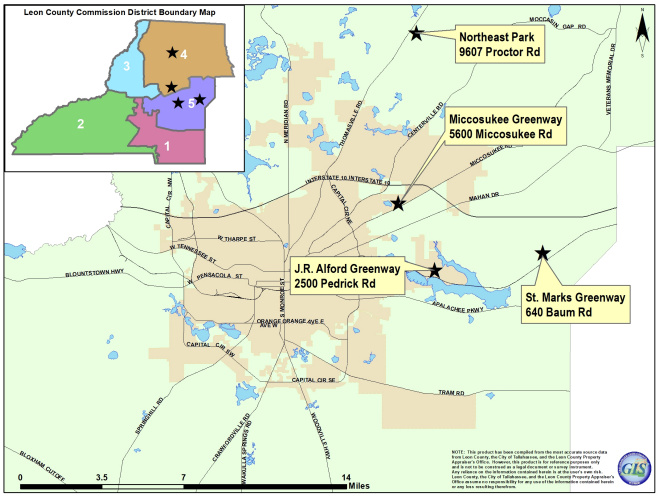
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
125 Grants	100,294	0	0	0	0	0	0	0	0	100,294
127 Grants - Interest	1,830	0	0	0	0	0	0	0	0	1,830
305 Capital Improvements	1,731,785	714,444	90,797	150,000	250,000	250,000	250,000	250,000	1,150,000	3,596,229
	1,833,909	714,444	90,797	150,000	250,000	250,000	250,000	250,000	1,150,000	3,698,353

Policy/Comprehensive Plan Information

Lease Agreements between Leon County and the DEP for the sublease of lands
J.R. Alford Greenway Management Plan (December 18, 2013)
Miccosukee Canopy Road Greenway Management Plan (April 22, 2013)
Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3 and 1.1.4

Operating Budget Impact

N/A



J.R. Alford Greenway

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

J. Lee Vause Park Improvements

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**043001**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN2, Q1**

Project Description/Justification

J. Lee Vause Park on Old Bainbridge Rd has become a hub for Parks' operations on the northern side of the County as facilities have grown and expanded. Parks in the Lake Jackson/J. Lee Vause Park vicinity include: Canopy Oaks Park, Jackson View Landing, Jackson View Park, Crowder Landing, Sunset Landing, Fred George Greenway and Park, and Okeeheepkee Park. This project is for the construction of work space and additional storage to ensure the continuation of efficient service delivery. The building will provide a safe location for all equipment and tools protecting them from the elements and securing the tangible investment. It will also provide limited space for staff to perform administrative work or conduct minor maintenance activities. Project permitting began in FY 2018 and construction is anticipated to begin in FY 2020.

Strategic Initiative

N/A

Financial Summary

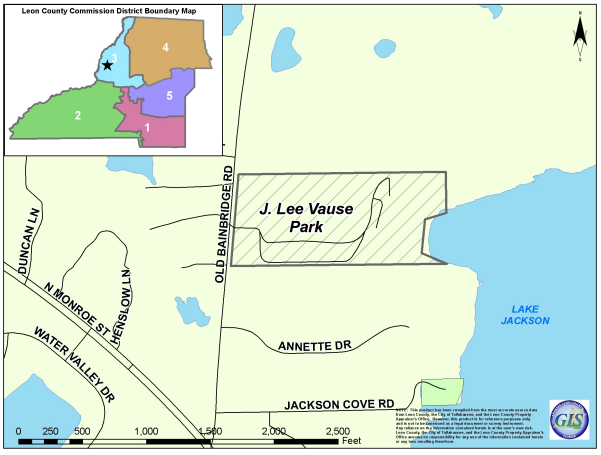
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	30,551	333,799	20,726	130,000	0	0	0	0	130,000	494,350
318 Bond Series 1999	68,783	0	0	0	0	0	0	0	0	68,783
	99,334	333,799	20,726	130,000	0	0	0	0	130,000	563,133

Policy/Comprehensive Plan Information

Lake Jackson Blueway Plan (adopted March 8, 2016)

Operating Budget Impact

No operating impact with the new operations building.



J. Lee Vause Park

Leon County Fiscal Year 2020 - 2024 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 Project - Carryforward**	Strategic Initiative:	**EN2, Q1**

Project Description/Justification

FY 2018 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. The remaining project funds will be used to implement the assessment plan including improvements for improved signage, and creating marked trails, and single track trails, to supplement existing trails. The bid was awarded in FY 2019 and construction will begin in FY 2020.

Strategic Initiative

N/A

Financial Summary

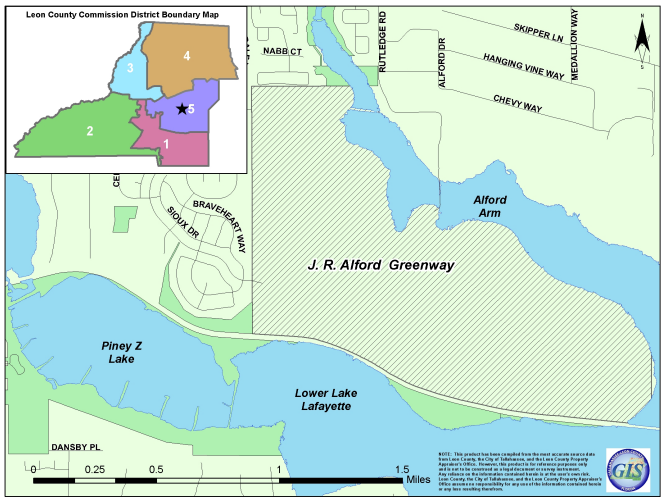
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	140,185	110,000	0	0	0	0	0	0	0	250,185
309 Sales Tax - Extension	25,000	0	0	0	0	0	0	0	0	25,000
	165,185	110,000	0	0	0	0	0	0	0	275,185

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 2020 - 2024 Capital Improvement Program

Library Services Technology

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076011**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q2**

Project Description/Justification

This project is for technology improvements for Library Services.

The FY 2020 budget provides for ongoing digital signage at the Main Library and branches and improvements for patron access to public computers.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	388,007	107,854	0	50,000	50,000	50,000	50,000	50,000	250,000	745,861
	388,007	107,854	0	50,000	50,000	50,000	50,000	50,000	250,000	745,861

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Main Library Self Checkout

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

L.I.F.E. Boat Landing Enhancements & Upgrades

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**091007**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**New Project**	Strategic Initiative:	**Q1**

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

Leon County maintains 25 boat landings located on seven water bodies (Carr Lake, Lake Iamonia, Lake Jackson, Lake Miccosukee, Lake Munson, Lake Talquin and Ochlocknee River). $125,000 is budgeted annually through the Capital Improvement Program for boat landings; improvements are made when adequate funds are accumulated to complete a project. In development of the FY 2018 budget, a Boat Landing Inspection Report was completed for seven of the County's most highly utilized landings. Identified improvements include enhancements to aging infrastructure such as retaining walls, ramp and stormwater conveyance. L.I.F.E.Program funding is programmed in the upcoming years for Williams, Blount, Hall, and Rhoden Cove Landings and the replacement of fishing piers.

Strategic Initiative

N/A

Financial Summary

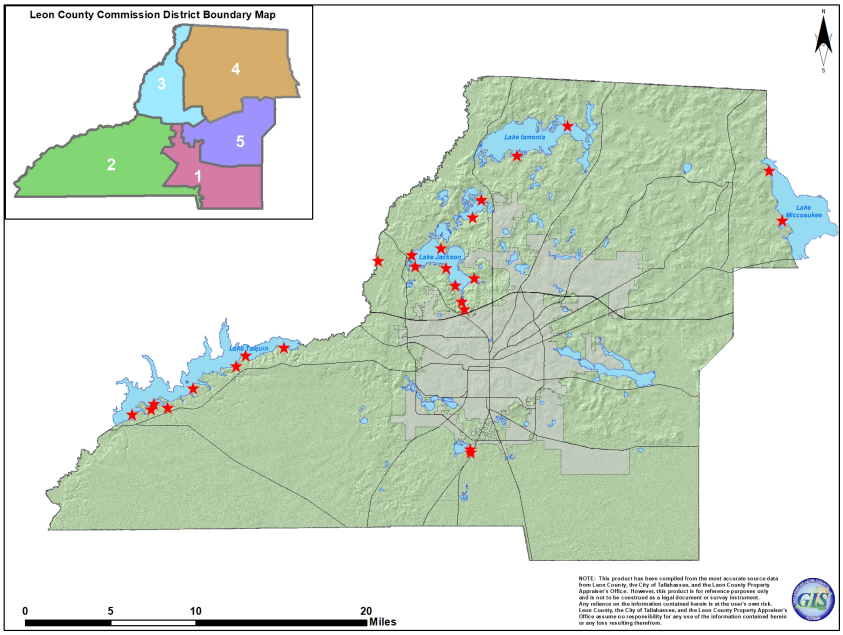
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	125,000	125,000	0	125,000	171,440	546,440	546,440
	0	0	0	125,000	125,000	0	125,000	171,440	546,440	546,440

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

L.I.F.E. Recreational Amenities

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**091010**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**New Project**	Strategic Initiative:	

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

Leon County provides over 3,800 acres of park space and greenways, playgrounds, trails,boardwalks, baseball fields, multi-purpose fields, concession stands,etc. L.I.F.E. funding is dedicated to assist in paying for updates and improvements for these different amenities. While the County's current five year CIP provides funding for planned improvements, once a park is operational and being actively used, minor enhancements are identified often through citizen input (for example, the provision of additional grills, shade for a particular area or an additional shelter). Additionally, over time, concession stand and restroom expansions are often needed to accommodate growth in usage.

Initial funding in this category is recommended to fund the replacement and upgrade of the J. Vause Park Boardwalk, including enhancements to provide greater access to persons of all mobility levels. Given the age and condition, the existing boardwalk has been closed due to safety concerns.

Strategic Initiative

N/A

Financial Summary

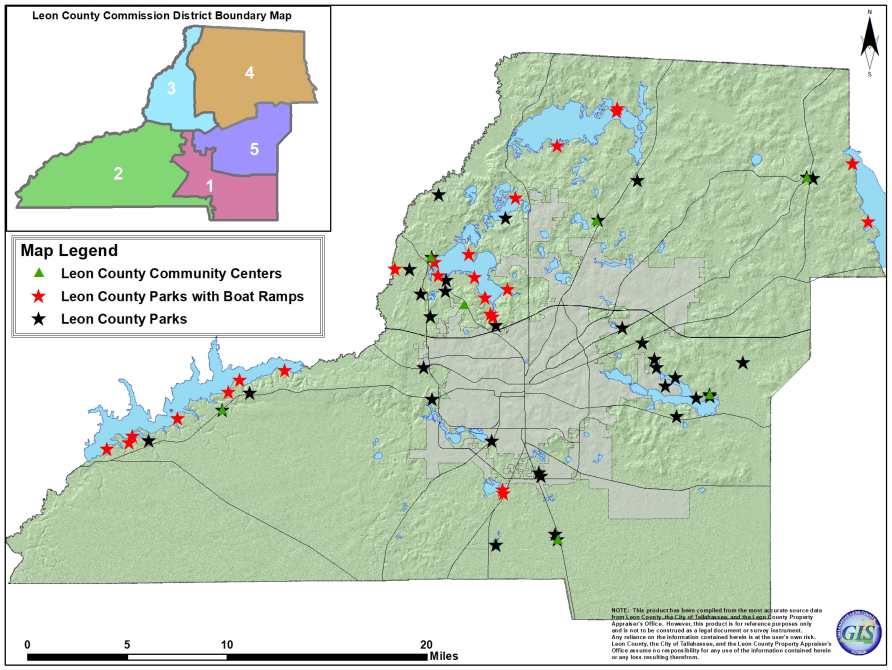
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	0	200,000	350,000	0	0	550,000	550,000
	0	0	0	0	200,000	350,000	0	0	550,000	550,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

New Parks/Greenways Vehicles and Equipment

Dept/Div:	**Fleet Management**	Comp Plan CIE Project:	**N/A**
Project #:	**046007**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN2, Q1**

Project Description/Justification

This project is for new vehicles and equipment for the parks and greenways. Vehicles and equipment are replaced based on a factor of the number of miles, operating hours and repair costs to determine if it is more cost effective to replace the vehicle rather than continue maintaining the vehicle or equipment. The Parks and Greenways program has grown dramatically in recent years. In the past five years, the County has acquired a total of 1,491 acres. Recent facilities that have been brought online include Robinson Road, Broadmoor Pond, Orchard Pond Trail, St. Marks Greenway, and NE Park trails. In the coming year, construction of new facilities at Apalachee Regional Park will begin, the Coe Landing acquisition will be open to the public and new single track trails at Alford Greenway will be constructed.

The FY 2021 budget tentatively funds a truck and trailer for another position tentatively scheduled to come on-line as new amenities are constructed subsequent to the closure of the landfill.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	822,923	254,302	81,681	0	53,750	0	0	0	53,750	1,130,975
	822,923	254,302	81,681	0	53,750	0	0	0	53,750	1,130,975

Policy/Comprehensive Plan Information

Park & Recreation Master Plan (1997)
Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3
State of Florida Division of Forestry "Best Management Practices"

Operating Budget Impact

The following operating impacts will be added to the Parks & Recreation operating budget in FY 2020:
Vehicle Coverage: $1,326
Vehicle Repair and Preventative Maintenance: $2,112
Fuel and Oil: $9,395

Greenways Vehicles and Equipment

Leon County Fiscal Year 2020 - 2024 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 Revised Project**	Strategic Initiative:	**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. Additionally, as directed by the Board, the park will be renamed and dedicated to former County Administrator Parwez "P.A." Alam and new play components are being added that specifically appeal to developmentally delayed children.

Strategic Initiative

N/A

Financial Summary

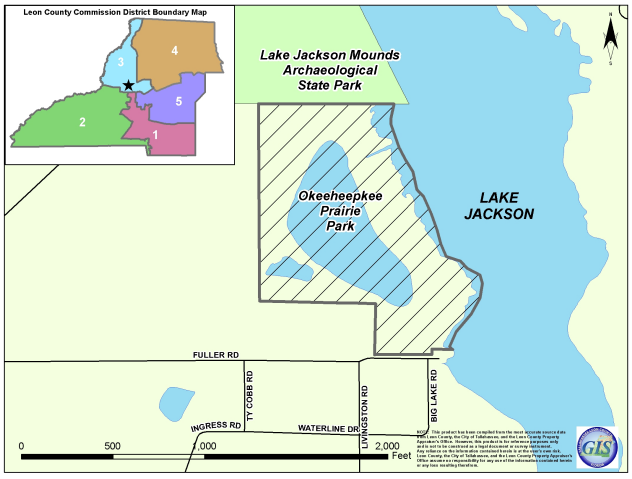
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	174,998	185,634	9,905	0	0	0	0	0	0	360,632
318 Bond Series 1999	526,132	0	0	0	0	0	0	0	0	526,132
	701,130	185,634	9,905	0	0	0	0	0	0	886,764

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.



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Parks Capital Maintenance

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**046001**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN2, Q1**

Project Description/Justification

This project includes $325,000 per year for the maintenance and replacement of equipment at all countywide parks including, but not limited to fencing, safety corrections on equipment, paving and parking lot improvements, facility signs, maintenance, irrigation, turf management, as well as tennis and basketball court maintenance. An additional $25,000 has been added over the next five-years to fund renovations to Coe Landing restrooms, construction for the Coe Landing expansion acquisition, and full implementation of the strategic initiative for kiosks installation.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	3,593,118	2,770,139	453,223	350,000	350,000	350,000	350,000	350,000	1,750,000	8,113,257
	3,593,118	2,770,139	453,223	350,000	350,000	350,000	350,000	350,000	1,750,000	8,113,257

Policy/Comprehensive Plan Information

Parks & Recreation Master Plan (1997)
Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3

Operating Budget Impact

Operating impacts will include increased lighting at the basketball court as well as an increase in contractual services for mowing services at the Coe Landing expansion acquisition.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Playground Equipment Replacement

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**046006**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**Q1**

Project Description/Justification

This project is for the replacement of playground equipment within the Leon County Parks and Recreation program. In addition, this project will also establish new play areas within the parks system. Playground equipment generally has a life span of 15 years unless safety regulations change or unexpected damage occurs. This replacement program will include the purchase and installation of a rubber safety surface under the equipment. All playground equipment in county parks is inspected several times a year by licensed playground inspectors to ensure safety requirements are being met.

Playground equipment replacement schedule:

FY 2020 - Pedrick Pond Park (new)
FY 2020 - Tower Road safety surface
FY 2022 - Stoneler Park (replacement)
FY 2024 - J Lee Vause (replacement)

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	815,756	41,556	1,530	175,000	0	150,000	0	150,000	475,000	1,332,312
	815,756	41,556	1,530	175,000	0	150,000	0	150,000	475,000	1,332,312

Policy/Comprehensive Plan Information

Parks & Recreation Master Plan (1997)
Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3

Operating Budget Impact

N/A

Playground Equipment located at Fort Braden Park

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

St. Marks Headwaters Greenway

Dept/Div:	**Parks & Recreation**	Comp Plan CIE Project:	**N/A**
Project #:	**047001**	Capital Improvement:	**N/A**
Service Type:	**Culture & Recreation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN2, Q1**

Project Description/Justification

This project is for the construction of a parking lot, trail systems, boardwalks, viewing areas, playground, and shelters to comply with the State Management Plan and Florida Communities Trust grant requirements.

Phase I, the trail head on Baum Road and about three miles of trail opened in January 2018. Phase II consists of a larger trail head on Buck Lake Rd, three spans of boardwalk with observation platforms, a permanent restroom facility, a nature-based playground, and trails. Funding for Phase II will be provided through Blueprint.

Phase I - Construction completed January 2018
Phase II - Design initiated February 2018, construction anticipated in FY 2020.

Strategic Initiative

N/A

Financial Summary

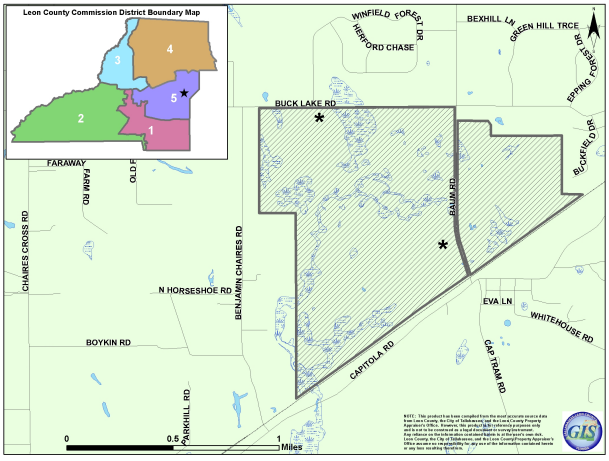
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
125 Grants	514,972	995,983	52,824	0	0	0	0	0	0	1,510,955
305 Capital Improvements	309,097	80,578	0	0	0	0	0	0	0	389,675
309 Sales Tax - Extension	50,000	0	0	0	0	0	0	0	0	50,000
	874,069	1,076,561	52,824	0	0	0	0	0	0	1,950,630

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 Greenway

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

General Government

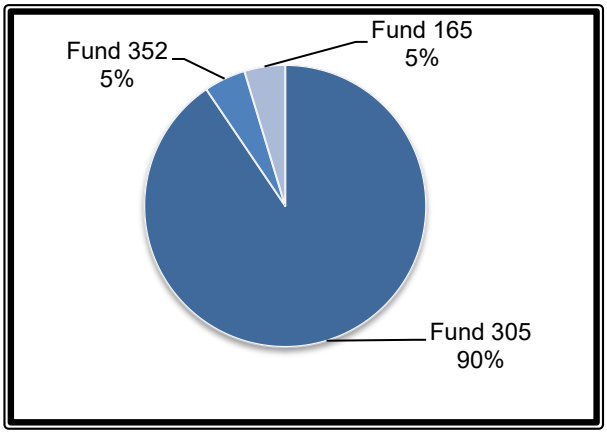
Overview

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 2020 include Building Infrastructure and Improvements, County Compute Infrastructure, Solar Array Installation, Leon County Government Annex, General Vehicles and Equipment Replacements, and the Livable Infrastructure for Everyone (L.I.F.E.) Miccosukee Sense of Place project.

Funding Sources

Chart 25.5 illustrates that 90% ($4,833,333) of the FY 2020 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 Sales Tax Extension Fund (Fund 352) will fund 5% ($255,580) for L.I.F.E. Miccosukee Sense of Place.

Chart 25.5
FY 2020 General Government Projects by Funding Source



Managing Divisions

Table 25.9 shows Facilities Management will manage eleven projects or 38%, while Management Information Services will manage ten projects, or 35% of the General Government capital improvement projects for FY 2020. Engineering Services, Fleet Management, and various other divisions will manage the remaining 27% of the FY 2020 General Government projects.

Table 25.9
FY 2020 General Government Projects by Managing Division

Managing Division	# of Projects	FY 2020 Budget
Facilities Management	11	$3,578,283
Management Information Systems	10	$1,147,050
Engineering Services	4	$315,580
Fleet Management	3	$298,000
Miscellaneous*	1	$0
Total	**29**	**$5,338,913**

*Supervisor of Elections Voting Equipment

Operating Budget Impacts

Table 25.10 shows the estimated impacts that some General Government projects have on the operating budget. Impacts are shown in the fiscal year that they are anticipated to begin as well as the out-years that are affected by additional operating costs. These impacts are only estimates and subject to change.

Table 25.10 General Government Operating Budget Impacts

Project	Project #	FY 2020 Estimate	FY 2021 Estimate	FY 2022 Estimate	FY 2023 Estimate	FY 2024 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	$500	$800	$500	$500	$500
Total		**$22,600**	**$33,700**	**$44,200**	**$55,000**	**$65,800**

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

General Government Index

Page	Project	#	FY 2018 Life to Date	FY 2019 Adj Bud	FY 2020 Budget	FY20-FY24 Total	Project Total
25-38	Architectural & Engineering Services	086011	526,269	60,000	60,000	300,000	886,269
25-39	Building General Maintenance and Renovations	086079	138,354	1,664,429	410,118	925,118	2,727,901
25-40	Building Infrastructure and Improvements	086078	557,739	2,263,301	544,425	4,473,325	7,294,365
25-41	Building Mechanical Repairs and Improvements	086077	482,782	1,940,476	935,334	2,607,334	5,030,592
25-42	Building Roofing Repairs and Replacements	086076	38,050	352,690	889,827	3,339,827	3,730,567
25-43	Common Area Furnishings	086017	464,621	30,000	30,000	150,000	644,621
25-44	County Compute Infrastructure	076008	4,071,097	666,526	550,000	2,750,000	7,487,623
25-45	Courthouse Renovations	086027	9,180,053	953,638	373,579	533,579	10,667,270
25-46	Courthouse Security	086016	439,361	35,000	35,000	150,000	624,361
25-47	Courtroom Minor Renovations	086007	721,140	99,187	60,000	300,000	1,120,327
25-48	Courtroom Technology	076023	1,246,278	461,850	-	535,280	2,243,408
25-49	E-Filing System for Court Documents	076063	22,972	247,333	-	250,000	520,305
25-50	Financial Hardware and Software	076001	585,579	160,828	25,000	125,000	871,407
25-51	Fleet Management Shop Equipment	026010	275,430	25,000	-	65,000	365,430
25-52	General Vehicle & Equipment Replacement	026003	5,160,039	255,236	246,000	2,308,000	7,723,275
25-53	Lake Jackson Town Center	083002	681,022	192,799	-	-	873,821
25-54	Leon County Government Annex	086025	25,846,682	612,003	250,000	1,710,000	28,168,685
25-55	L.I.F.E. Miccosukee Sense of Place	091004	-	-	255,580	829,720	829,720
25-56	Mobile Devices	076042	631,871	31,427	25,000	125,000	788,298
25-57	New General Vehicle & Equipment	026018	200,195	-	52,000	52,000	252,195
25-58	Public Defender Technology	076051	523,938	75,712	50,000	250,000	849,650
25-59	Records Management	076061	295,700	247,333	-	-	543,033
25-60	Serenity Cemetery Expansion	091002	-	-	-	100,000	100,000
25-61	Solar Arrays on County Buildings	086081	-	-	50,000	250,000	250,000
25-62	State Attorney Technology	076047	425,467	110,900	110,900	554,500	1,090,867
25-63	Supervisor of Elections Technology	076005	531,450	77,670	86,150	286,150	895,270
25-64	Tourist Development Building	086065	179,113	2,177,500	-	-	2,356,613
25-65	User Computer Upgrades	076024	4,666,707	300,000	300,000	1,500,000	6,466,707
25-66	Voting Equipment Replacement	096028	90,268	41,732	-	50,000	182,000
	General Government Total		**$57,982,177**	**$12,835,237**	**$5,338,913**	**$24,519,833**	**$95,337,247**

*The Capital Improvement projects highlighted are fully funded in FY 2019. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Architectural & Engineering Services

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**086011**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2,G5**

Project Description/Justification

This project is for architectural and engineering services that occur routinely throughout the year and are necessary to insure the safety and consistency of operations in County buildings. Routine operating maintenance of County buildings occasionally involves the discovery of structural deterioration and mechanical or electrical failures that warrant an immediate investigative action and proposed course to solution from an architect or engineer.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	526,269	60,000	4,856	60,000	60,000	60,000	60,000	60,000	300,000	886,269
	526,269	60,000	4,856	60,000	60,000	60,000	60,000	60,000	300,000	886,269

Policy/Comprehensive Plan Information

Florida Statutes 479, 480, 481 and 489 - compliance with licensing requirements for certain classes of planning and design activity.

Operating Budget Impact

N/A

Architectural & Engineering Services- Electrical Panels

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Building General Maintenance and Renovations

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086079**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project includes general maintenance and renovation projects such as the following: (1) Replacement of the Courthouse main entrance door on Calhoun Street; (2) Landscaping plant renewal; (3) Replacement of the tile at the main library; (4) Roberts and Stevens Health Clinic enhancements; (5) Parking Lot/garage repairs and striping, parking lot gates and ticket readers; and (6) Cooperative Extension Agriculture (Co-Op) Center Building Renovations. General Maintenance and Renovations will proactively mitigate any potential deterioration; (7) Replacement of sliding doors at various buildings.

FY 2020: $410,118 - Cooperative Extension Agriculture building renovations; Main Library first floor tile; Roberts & Stevens clinic doors; Courthouse door (Calhoun St.) replacement; Parking Lot/garage repairs and striping, parking lot gates and ticket readers; Amtrak and Domi brick and mortar repairs; replacement of sliding doors at various buildings.

FY 2021: $220,000 - Landscaping including renewal of general planting; Main library 1st floor tile; Parking Lot/garage repairs and striping, parking lot gates and ticket readers, parking lot gates and ticket readers; Amtrak and Domi brick and mortar repairs.

FY 2022: $130,000 - Replacement of sliding doors at various buildings; Parking Lot/garage repairs and striping, parking lot gates and ticket readers; Exterior painting at the Main Health Dept bldg.

FY 2023: $95,000 - Parking Lot/garage repairs and striping, parking lot gates and ticket readers; Landscaping including renewal of general planting; Exterior painting at the Main Health Dept bldg.

FY 2024: $70,000 - Replacement of sliding doors at various buildings; Parking Lot/garage repairs and striping, parking lot gates and ticket readers.

Strategic Initiative

N/A

Financial Summary

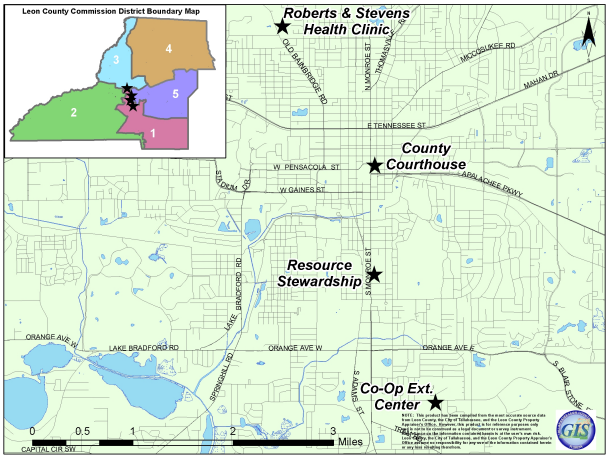
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	138,354	1,664,429	145,918	410,118	220,000	130,000	95,000	70,000	925,118	2,727,901
	138,354	1,664,429	145,918	410,118	220,000	130,000	95,000	70,000	925,118	2,727,901

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Building General Maintenance

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Building Infrastructure and Improvements

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086078**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project includes all infrastructure and maintenance improvement projects consisting of the following: (1) Pre-fab restroom (Lake Munson & Alford Greenway); (2) Tharpe Street renovation and sprinkler system; (3) Courthouse exterior maintenance; (4) Courthouse ADA restrooms; (5) Library security gates (main library and northeast branch); and (6) Miccosukee/Concord Community Center enhancements; (7) MIS office remodel (moved from mechanical to infrastructure and improvements); (8) Renaissance Building multiple improvement projects; (9) Design and renovation of Urinalysis/Drug Building. The Courthouse exterior panels project is a large long term project. Funding is programmed to be accumulated over future fiscal years to complete the project all at once.

FY 2020: $544,425 - Tharpe Street renovation and sprinkler system; Ticker gates at NE Branch Library ; NE Branch Library envelope - side door; Courthouse panel testing; phase panel replacement horizontal and column; Courthouse exterior softwash & clear sealant; Renaissance Building multiple improvement projects.

FY 2021: $1,502,747 - Courthouse exterior panels, ; MIS office remodel project; Design phase for pre-fab restrooms J.R. Alford Arm Greenway; Pre-fab restroom Lake Munson; Design of Urinalysis/Drug building; Renaissance Building multiple improvement projects; Tharpe Street renovation and sprinkler system; Courthouse ADA restrooms.

FY 2022: $865,934 - Courthouse exterior panels, ; Final phase for pre-fab restrooms J.R. Alford Arm Greenway; Renaissance Building multiple improvement projects; and renovation of Urinalysis/Drug Building.

FY 2023: $915,934 – Courthouse ADA restrooms; Courthouse exterior panels; Renaissance Building multiple improvement projects; renovation of Urinalysis/Drug Building

FY 2024: $644,285 - Replacement of exterior siding at Fort Braden Community Center; Courthouse exterior panels; Completion of Urinalysis/Drug building; Renaissance Building multiple improvement projects.

Strategic Initiative

N/A

Financial Summary

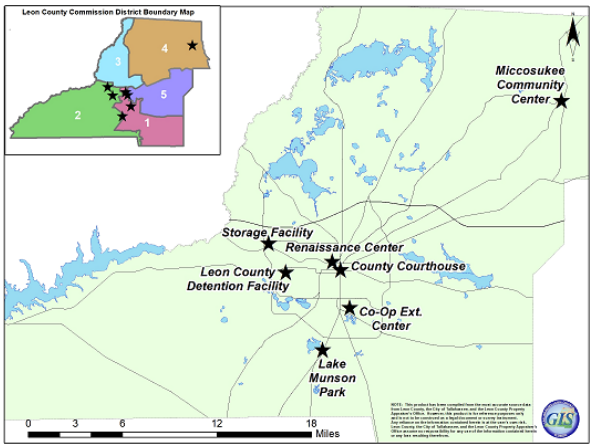
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	550,701	2,263,301	319,078	544,425	1,502,747	865,934	915,934	644,285	4,473,325	7,287,327
311 Bond Series 2003A & 2003B Construction	7,038	0	0	0	0	0	0	0	0	7,038
	557,739	2,263,301	319,078	544,425	1,502,747	865,934	915,934	644,285	4,473,325	7,294,365

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Building Infrastructure and Improvements

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Building Mechanical Repairs and Improvements

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086077**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project includes all Mechanical Related Repairs and Improvements including the following: (1) Courthouse switchgears; (2) Unanticipated direct expansion (DX) units; (3) Courthouse variable air volume (VAV) boxes; (4) Traffic Court elevator; (5) Main Library variable air volume (VAV); (6) Main Library outdoor elevator; (7) Main Library freight elevator (Funding will be accumulated in FY 2022 and FY 2023 for installation in FY 2024); (8) Public Works elevator; (9) HVAC deep cleaning; (10) Public Works pump 2.

FY 2020: $935,334 - Courthouse switchgear; Courthouse VAV boxes; Main Library VAV boxes; Public Works pump2; Unanticipated DX units; HVAC deep cleaning; Main Library outdoor elevator.

FY 2021: $271,000 - Courthouse VAV boxes; Public Works VAV boxes and controls; Unanticipated DX units; HVAC deep cleaning; Main Library VAV boxes.

FY 2022: $371,000 - Courthouse VAV boxes; Main Library VAV boxes; Main Library freight elevator; Unanticipated DX units; Public Works VAV boxes and controls; HVAC Deep cleaning.

FY 2023: $549,000 - Courthouse VAV boxes; Main Library VAV boxes; Main Library freight elevator; Cooperative Extension Agriculture Center gas pac; Main Library generator; Public Works elevator; Unanticipated DX units; Traffic Court elevator refresh; HVAC Deep cleaning.

FY 2024: $481,000 - Courthouse VAV boxes; Traffic Court elevator ; Main Library VAV boxes; Main Library freight elevator; Main Library generator; Public Works elevator; Unanticipated DX units; HVAC deep cleaning.

Strategic Initiative

N/A

Financial Summary

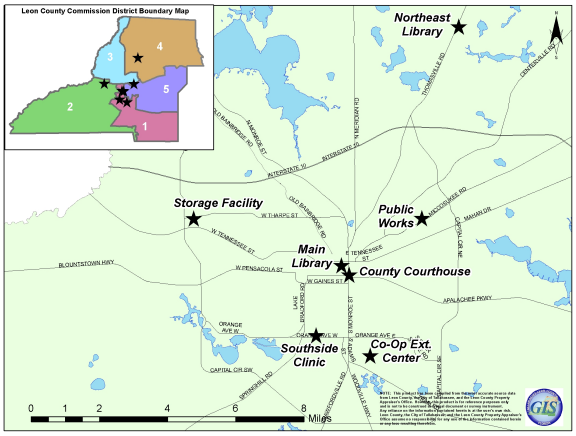
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	482,782	1,940,476	1,092,255	935,334	271,000	371,000	549,000	481,000	2,607,334	5,030,592
	482,782	1,940,476	1,092,255	935,334	271,000	371,000	549,000	481,000	2,607,334	5,030,592

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Building Mechanical Repairs and Improvements

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Building Roofing Repairs and Replacements

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086076**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

Roofing repairs and replacements mitigate any potential deterioration of the building infrastructure. This project includes all roofing related repairs for the County consisting of the following: (1) Cooperative Extension Agriculture (Co-op) Center; (2) Southside Health Department roof; (3) Courthouse main roof; (4) Medical Examiner roof replacement (5) Tharpe street warehouse; (6) Public Works roof replacement; (7) Unanticipated roof repairs at various buildings (8) Fort Braden Community Center roof replacement, (9) Eastside Branch Library roof repair and (10) Main Library flat roof. The Main library flat roof project is a large project and funding will be accumulated over consecutive fiscal years to complete the project at one time.

FY 2020: $889,827 - Courthouse main roof; Main Library flat roof replacement; Tharpe street warehouse design; Cooperative Extension Agriculture Center design; Medical Examiner roof replacement; Unanticipated roof repairs various buildings; Eastside Branch Library roof repairs.

FY 2021: $650,000 - Public Works roof replacement design; Tharpe street warehouse roof & gutters; Southside Health Department roof; Main Library flat roof replacement; Coop. Extension Agriculture Center.

FY 2022: $900,000 - Public Works roof replacement; Tharpe street warehouse roof & gutters; Southside Health Department roof; Main Library flat roof replacement; Coop. Extension Agriculture Center; Unanticipated roof repairs at various buildings.

FY 2023: $575,000 - Public Works roof replacement; Courthouse main roof; Southside Health Department roof.

FY 2024: $325,000 - Courthouse main roof; Fort Braden Community Center roof; and Unanticipated roof repairs at various buildings.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	38,050	352,690	133,605	889,827	650,000	900,000	575,000	325,000	3,339,827	3,730,567
	38,050	352,690	133,605	889,827	650,000	900,000	575,000	325,000	3,339,827	3,730,567

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

This project contemplates a $500 annual operating impact for repairs and maintenance associated with inspecting and maintaining roofs after major repairs or replacements.

Building Roofing Repairs and Replacement

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Common Area Furnishings

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086017**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2, G5**

Project Description/Justification

This project is for the renewal and replacement of common area furnishings at all major County buildings, which includes but will not be limited to freestanding and modular components with coordinating tables.

Strategic Initiative

N/A

Financial Summary

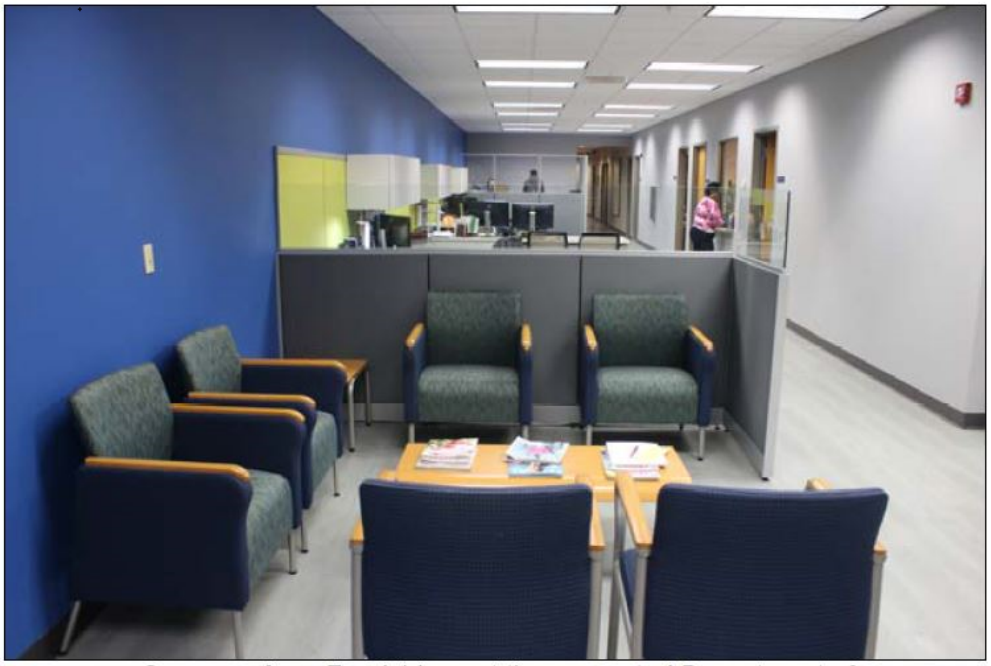
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	464,621	30,000	15,287	30,000	30,000	30,000	30,000	30,000	150,000	644,621
	464,621	30,000	15,287	30,000	30,000	30,000	30,000	30,000	150,000	644,621

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Common Area Furnishings at the renovated Department of Development Support & Environmental Management (DSEM) lobby

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

County Compute Infrastructure

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076008**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for the support of the County's technology infrastructure. This includes the following components:

Compute Environment: Dell lease for file servers and storage and backup infrastructure - Lease payment and additional equipment for growth. - $300,000. FY 2020 will be year three of a five year lease.

Digital Phone System: Upgrade phones/infrastructure for the 15-year old Avaya enterprise phone system supporting Leon County Government and Constitutionals and voicemail system. This will be a three year lease. - $100,000

Network Infrastructure: Continual maintenance and upgrading of the network connectivity of County offices to provide uninterruptible service with high speed and increased bandwidth to support existing and growing applications requiring graphics and document images. Redundant links to critical offices will continue to be implemented each year to prepare for disaster recovery and business continuity needs. This includes the maintenance of new firewalls with enhanced security features. - $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 is an annually expense.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	4,071,097	666,526	507,450	550,000	550,000	550,000	550,000	550,000	2,750,000	7,487,623
	4,071,097	666,526	507,450	550,000	550,000	550,000	550,000	550,000	2,750,000	7,487,623

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Courthouse Renovations

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086027**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**G2**

Project Description/Justification

This project funds 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. Projects include carpet/paint refresh to the Public Defender's area and renovations to Clerk's space for designated Citizen's Lo Bono Self-Help Center.

Strategic Initiative

N/A

Financial Summary

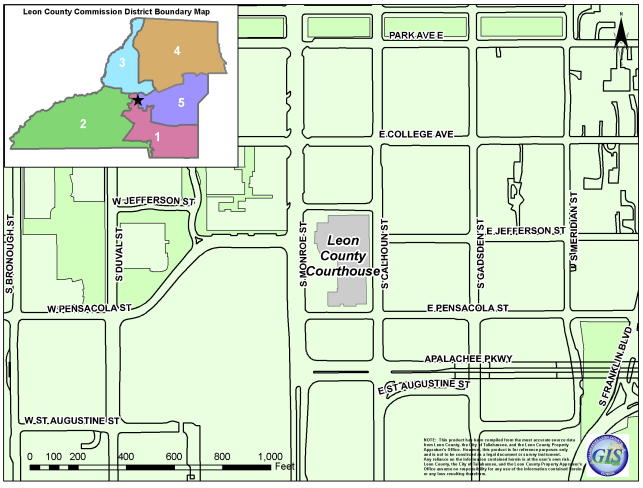
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	2,270,484	953,638	51,663	373,579	40,000	40,000	40,000	40,000	533,579	3,757,701
311 Bond Series 2003 A&B	436,166	0	0	0	0	0	0	0	0	436,166
318 Bond Series 1999	50,308	0	0	0	0	0	0	0	0	50,308
320 Bond Series 2005	6,402,710	0	0	0	0	0	0	0	0	6,402,710
321 ESCO Capital Projects	20,385	0	0	0	0	0	0	0	0	20,385
	9,180,053	953,638	51,663	373,579	40,000	40,000	40,000	40,000	533,579	10,667,270

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Courthouse

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Courthouse Security

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086016**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**Q3**

Project Description/Justification

This project is for the repair and replacement of the security system throughout the Courthouse. The anticipated life expectancy of the equipment varies as some pieces have been replaced sporadically, and others are starting to show signs of wear and tear, such as images burned into monitors and camera displaying unclear pictures. This project also includes the addition of any new equipment, such as cameras, panic buttons, and DVRs.

FY 2020 and FY 2021: This project will update and replace an x-ray machine at the Calhoun entrance at the Courthouse. In FY 2021, funding is included for the purchase of a new mobile x-ray machine. This unit will also serve as a backup unit.

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

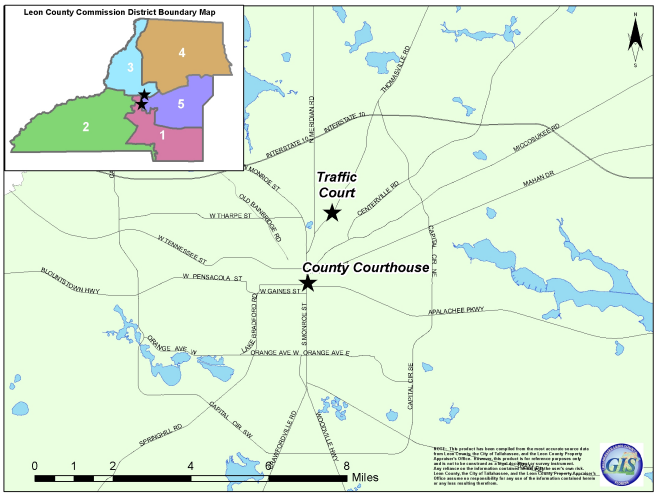
	Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
110	Fine and Forfeiture	17,144	0	0	0	0	0	0	0	0	17,144
305	Capital Improvements	104,728	35,000	34,870	35,000	40,000	20,000	35,000	20,000	150,000	289,728
318	Bond Series 1999 Construction	317,489	0	0	0	0	0	0	0	0	317,489
		439,361	35,000	34,870	35,000	40,000	20,000	35,000	20,000	150,000	624,361

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 2020 - 2024 Capital Improvement Program

Courtroom Minor Renovations

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086007**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**G2, G5**

Project Description/Justification

This project is a five year plan for items such as: bench replacements, cosmetic upgrades, re-upholstering jury chairs, new attorney tables, witness stands, minor office renovations and restroom alterations for courtrooms.

Project Schedule:

FY 2020 thru FY 2024: This budget is for various courtroom furnishings, paint, carpet, and jury chairs. The project also includes other minor renovations, such as redesign of Courtroom 2D and 1st Appearance.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	721,140	99,187	23,545	60,000	60,000	60,000	60,000	60,000	300,000	1,120,327
	721,140	99,187	23,545	60,000	60,000	60,000	60,000	60,000	300,000	1,120,327

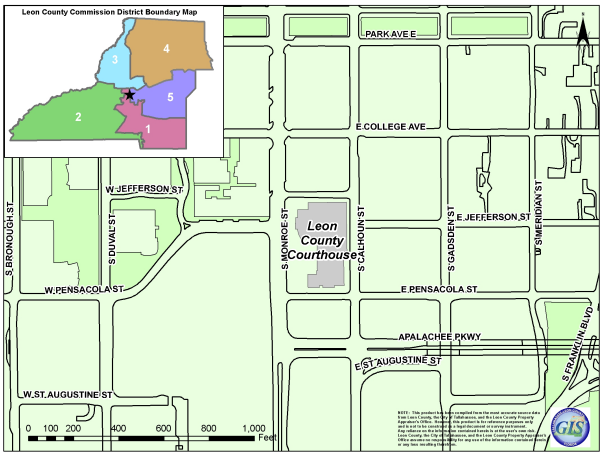
Policy/Comprehensive Plan Information

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 2020 - 2024 Capital Improvement Program

Courtroom Technology

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076023**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for technology needs for courtrooms such as: sound system replacements, computers, and other technology needs of the Judiciary and Court Administration. The FY 2020 and the out year budgets (FY 2021 - FY 2024) include funding for the maintenance of technology equipment and replacement of sound equipment in the courtrooms. Also included are copier costs that Counties are required to cover under Article V state court funding requirements.

Strategic Initiative

N/A

Financial Summary

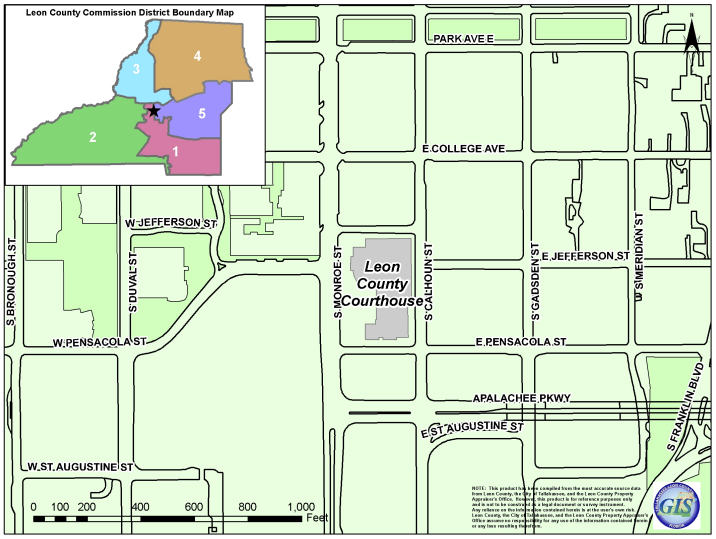
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,126,296	461,850	120,072	0	133,820	133,820	133,820	133,820	535,280	2,123,426
318 Bond Series 1999	119,982	0	0	0	0	0	0	0	0	119,982
	1,246,278	461,850	120,072	0	133,820	133,820	133,820	133,820	535,280	2,243,408

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 2020 - 2024 Capital Improvement Program

E-Filing System for Court Documents

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076063**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G1**

Project Description/Justification

This project is for the electronic filing (e-filing) system for Court Administration, State Attorney, and Public Defender. According to legislative mandate, each office is to develop and implement a process by which the e-filing of court documents can be administered. Research is underway to use the 8th Circuit's judge case management system (ICMS) as a replacement to aiSmartbench. FY 2019 funds are anticipated to be carried forward into FY 2020 to pilot this new system and to develop an interface of ICMS to the Justice Information System (JIS). Additional funding is provided for FY 2021 and FY 2022 to continue with planned systematic software updates.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	22,972	247,333	0	0	125,000	125,000	0	0	250,000	520,305
	22,972	247,333	0	0	125,000	125,000	0	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 2020 - 2024 Capital Improvement Program

Financial Hardware and Software

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076001**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for the purchase of financial and Human Resources software and hardware. The Banner 9.0 upgrade was implemented in FY 2019. Anticipated $50,000 in carry forward funds from FY2019 will be used for training and consulting services for the continued roll-out of processes supported by Banner 9.0.

The FY 2020 budget continues to fund consulting services for required Affordable Care Act compliance reporting.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	585,579	160,828	82,746	25,000	25,000	25,000	25,000	25,000	125,000	871,407
	585,579	160,828	82,746	25,000	25,000	25,000	25,000	25,000	125,000	871,407

Policy/Comprehensive Plan Information

Leon County Policy No. 92-4: Accounting and Reporting
Leon County Policy No. 93-44: Fiscal Planning

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Fleet Management Shop Equipment

Dept/Div:	**Fleet Management**	Comp Plan CIE Project:	**N/A**
Project #:	**026010**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for the replacement of Fleet Management Shop equipment. The following equipment expected to be replaced in FY22 includes:
- Bridge crane
- Lift hoist
- A/C Recyclers
- Wheel alignment machine and rack
- Miscellaneous hand tools

Strategic Initiative

N/A

Financial Summary

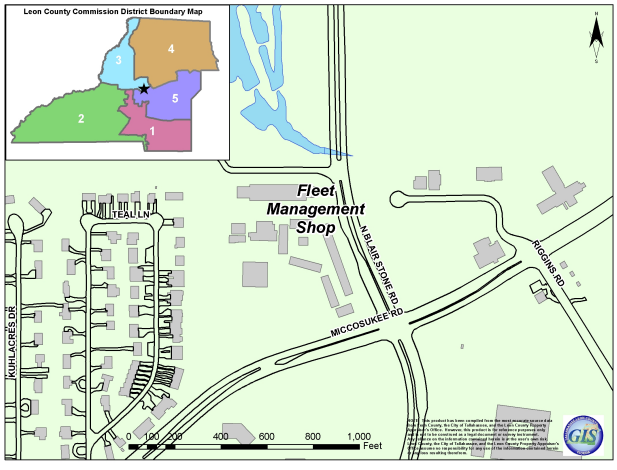
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	275,430	25,000	315	0	0	35,000	0	30,000	65,000	365,430
	275,430	25,000	315	0	0	35,000	0	30,000	65,000	365,430

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Fleet Management Shop

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

General Vehicle & Equipment Replacement

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

Project Description/Justification

This project is for the replacement of County vehicles and equipment. Vehicles and equipment are replaced based on a factor of the number of miles, operating hours and repair costs to determine if it is more cost effective to replace the vehicle rather than continue maintaining the vehicle or equipment. It is estimated that the vehicles/equipment being replaced will generate $24,500 in surplus sales. The following is the FY 2020 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
PW - Mosquito Control	2001 Anderson Trailer	N/A	$4,150	$7,516	$8,000
PW - Mosquito Control	2004 Ford F-150	95,813	$20,000	$14,473	$38,000
Parks and Recreation	2005 Ford Ranger	99,509	$15,537	$14,239	$38,000
Parks and Recreation	2005 Anderson Trailer	N/A	$2,100	$7,642	$5,000
Parks and Recreation	2009 Anderson Trailer	N/A	$8,033	$4,480	$12,000
Facilities	2006 Ford Ranger	105,689	$15,088	$9,732	$38,000
Animal Control	2012 Ford F-350	100,187	$38,540	$13,808	$55,000
Supervisor of Elections	GMC Tahoe	N/A	N/A	N/A	$52,000

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	5,160,039	255,236	67,486	246,000	531,000	540,000	466,000	525,000	2,308,000	7,723,275
	5,160,039	255,236	67,486	246,000	531,000	540,000	466,000	525,000	2,308,000	7,723,275

Policy/Comprehensive Plan Information

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

Operating Budget Impact

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

General County Vehicle

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Lake Jackson Town Center

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**083002**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**Q5, Q6**

Project Description/Justification

This project was for minor tenant improvements at the Lake Jackson Town Center located at 3840 North Monroe Street. The shopping center houses the Lake Jackson Branch Library and Community Center and several third party tenants.

Strategic Initiative

N/A

Financial Summary

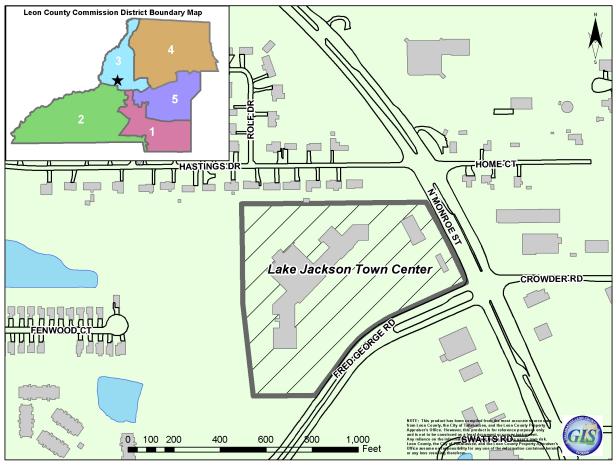
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
166 Huntington Oaks	637,420	149,751	0	0	0	0	0	0	0	787,171
305 Capital Improvements	43,602	43,048	9,000	0	0	0	0	0	0	86,650
	681,022	192,799	9,000	0	0	0	0	0	0	873,821

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Lake Jackson Town Center

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Leon County Government Annex

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086025**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EC1**

Project Description/Justification

This project is for renovations, mechanical and electrical upgrades, and safety improvements to the Leon County Government Annex building on Calhoun Street. These major maintenance and repair projects and building improvements will assist the County in potentially drawing new tenants to the vacant spaces within the building. Scheduled improvements are as follows:

FY 2020
General building maintenance and repairs.

FY 2021
New tenant space improvements and 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; caulk and seal window inspections, and general maintenance and repairs.

FY 2024
Caulk and seal window repairs, refresh/update landscaping of property, and general building maintenance and repairs.

Strategic Initiative

N/A

Financial Summary

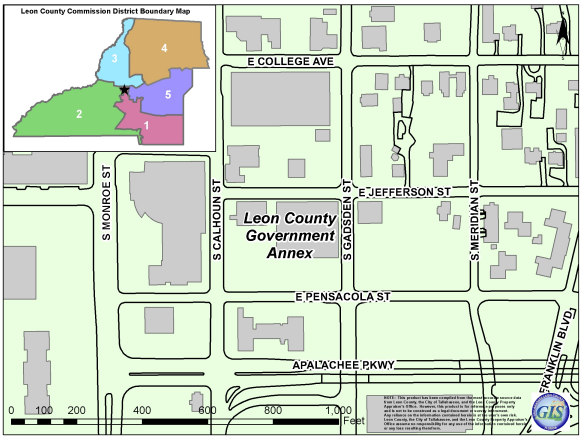
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
165 County Government	5,680,719	612,003	79,624	250,000	250,000	275,000	610,000	325,000	1,710,000	8,002,722
305 Capital Improvements	622,134	0	0	0	0	0	0	0	0	622,134
311 Bond Series 2003A&B	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
	25,846,682	612,003	79,624	250,000	250,000	275,000	610,000	325,000	1,710,000	28,168,685

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 2020 - 2024 Capital Improvement Program

L.I.F.E. Miccosukee Sense of Place

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**091004**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**New Project**	Strategic Initiative:	**Q5, Q6**

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

This initiative, which is a priority of the Board as reflected in Strategic Initiatives adopted as part of both the current and previous five-year Strategic Plans, is a catalytic project that will identify opportunities to strengthen the connection between citizens and the rural Miccosukee community. The initiative reflects a partnership between the County and Miccosukee area citizens to addresses long-standing community needs by making extraordinary improvements in the community and providing an outlet for proactive and positive change. At the April 24, 2018 budget workshop, the Board adopted the Miccosukee Rural Community Sense of Place Plan and approved the the establishment of the Miccosukee Citizens Working Group.

Strategic Initiative

Financial Summary

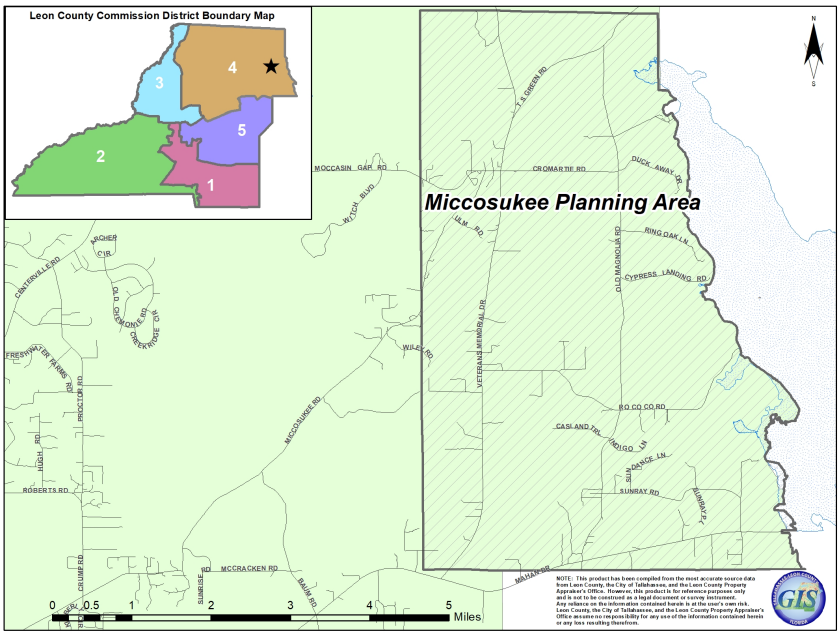
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	255,580	184,800	187,730	201,610	0	829,720	829,720
	0	0	0	255,580	184,800	187,730	201,610	0	829,720	829,720

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Mobile Devices

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076042**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project funds mobile access to County work order systems, applications, and remote access. For the next several years, field operations will adopt mobile access to their work order systems allowing for data entry and access in the field for efficiency and process improvements. Other users need access to applications from remote locations. This can include remote printing and scanning peripherals.

Department	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Facilities Management	0	0	0	0	0
Public Works	5	5	5	5	5
Animal Control	0	0	0	0	0
Other Departments As Needed	15	15	15	15	15
Total Mobile Devices	**20**	**20**	**20**	**20**	**20**

This project also funds technology improvements for Development Support & Environmental Management as needed.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	385,123	31,427	25,670	25,000	25,000	25,000	25,000	25,000	125,000	541,550
306 Transportation	246,748	0	0	0	0	0	0	0	0	246,748
	631,871	31,427	25,670	25,000	25,000	25,000	25,000	25,000	125,000	788,298

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 communications operating budget. The estimated cost for each additional 20 mobile devices is $10,800. The following are the estimated new impacts anticipated to begin in FY 2020:

An additional $10,800 each year in internet connectivity plan fees for 20 additional users for a total of $64,800 by FY 2024.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

New General Vehicle & Equipment

Dept/Div:	**Fleet Management**	Comp Plan CIE Project:	**N/A**
Project #:	**026018**	Capital Improvement:	
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Held Open**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for the purchase of a GMC Tahoe in FY 2020, to be used by Supervisor of Election for transporting election materials.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
120 Building Inspection	28,841	0	0	0	0	0	0	0	0	28,841
305 Capital Improvements	171,354	0	0	52,000	0	0	0	0	52,000	223,354
	200,195	0	0	52,000	0	0	0	0	52,000	252,195

Policy/Comprehensive Plan Information

In accordance with the Green Fleet Policy, each vehicle and equipment replacement will be evaluated to make every effort to purchase and use the lowest emission vehicle or equipment item possible, while taking into account the vehicle's life cycle costs, miles per gallon, life cycle environmental impacts, and ability to support Leon County's operation and services.

Operating Budget Impact

Operating impacts include fuel and oil, vehicle insurance, and vehicle maintenance.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Public Defender Technology

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076051**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for technology needs for the Public Defender's Office. As required by Article V, the County must cover hardware, software, and services for computer automation. Covered services are for the Public Defender's case management software and integration to the Justice Information System (JIS), which is the criminal case management system for Leon County, allows for case information to auto populate and flow back to JIS so that others in the justice community have access to shared information in one place. Additional needs for FY 2020 is Adobe Pro Licensing at $16,800 for 120 users, leaving the remaining $33,200 for services.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	523,938	75,712	27,829	50,000	50,000	50,000	50,000	50,000	250,000	849,650
	523,938	75,712	27,829	50,000	50,000	50,000	50,000	50,000	250,000	849,650

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 2020 - 2024 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 Initiative:	**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.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	295,700	129,695	128,967	0	0	0	0	0	0	425,395
	295,700	129,695	128,967	0	0	0	0	0	0	425,395

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 2020 - 2024 Capital Improvement Program

Serenity Cemetery Expansion

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**091002**	Capital Improvement:	
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q4**

Project Description/Justification

The number of burial plots available at the Leon County Serenity Cemetery will need to be expanded in the future to ensure continued burial capacity. Additional plots, access and stormwater improvements are planned to provide the same level of service in future years. This project entails site clearing, road construction, fencing, and stormwater conveyance at the Cemetery.

Approximately 6.7 acres of the 8.7 acres of the Serenity Cemetery consists of undeveloped land. This project would improve this area by constructing two access points, internal roadway for traffic circulation, stormwater conveyance for the added impervious area and provide enough cleared land to establish an additional 1,142 burial plats. The northern portion of the Cemetery was expanded in FY 2018 by in-house crews to include an additional 221 burial plots, and all main access roads have been built. Future funding in FY 2021 is for work including improvements to the site's drainage system, access roads, and fences.

Strategic Initiative

N/A

Financial Summary

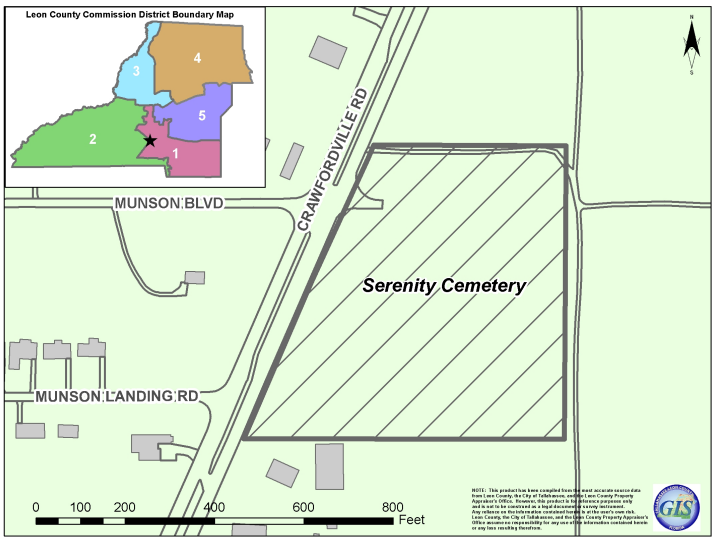
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	0	100,000	0	0	0	100,000	100,000
	0	0	0	0	100,000	0	0	0	100,000	100,000

Policy/Comprehensive Plan Information

Operating Budget Impact

Funding Source	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned
123 Stormwater Utility	500	800	500	500	500
	500	**800**	**500**	**500**	**500**

This project has operating impacts for the Stormwater Management program of Operations related to maintenance and permitting for the stormwater pond. There are annual operating impacts for the Facilities Management division related to mowing and miscellaneous maintenance.



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Solar Arrays on County Buildings

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**086081**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**New Project**	Strategic Initiative:	**EN4**

Project Description/Justification

As part of the County's Integrated Sustainability Action Plan (ISAP) approved at the April 23, 2019 Budget Workshop, and annual budget of $50,000 was established to increase the County's use of renewable energy by expanding solar on County buildings. The ISAP Goal recommends increasing renewable energy capacity on County facilities by 30% by 2030.

Strategic Initiative

Explore new opportunities for solar on County facilities. (2016-21)

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	50,000	50,000	50,000	50,000	50,000	250,000	250,000
	0	0	0	50,000	50,000	50,000	50,000	50,000	250,000	250,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

State Attorney Technology

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076047**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for technology needs for the State Attorney's Office. As required by Article V, the County must cover hardware, software, and services for computer automation. Covered services are for STAC which is the State Attorney's case management software and integration to the Justice Information System (JIS), which is the criminal case management system for Leon County. This allows for case information to auto populate within STAC and allow updates within STAC to flow back to JIS so others in the justice community have access to shared information in one place.

FY19: 28 laptops/tablets were replaced; 2 copier devices installed, technical services covered, and case management services for software upgrades covered.

FY20: $60,900 for technical support services (This represents Leon County's share of a 2nd Circuit cost).
$25,000 for hardware and software needs
$25,000 for copier and other services

STAC is the State Attorney's case management software. Integration to the Justice 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 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	425,467	110,900	55,972	110,900	110,900	110,900	110,900	110,900	554,500	1,090,867
	425,467	110,900	55,972	110,900	110,900	110,900	110,900	110,900	554,500	1,090,867

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 2020 - 2024 Capital Improvement Program

Supervisor of Elections Technology

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076005**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G3**

Project Description/Justification

This project is for technology improvements for the Supervisor of Elections (SOE) in support its voting operations. This funding covers regular software and hardware maintenance as well as new software and services for candidate tracking, voter address validation, equipment inventory, cyber security, new hardware and services for the expanded phone bank, and mobile devices for the poll sites. Note that FY 2020 reflects an additional $36,150 in one-time funding for software to convert street range addresses to point addresses.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	531,450	77,670	27,387	86,150	50,000	50,000	50,000	50,000	286,150	895,270
	531,450	77,670	27,387	86,150	50,000	50,000	50,000	50,000	286,150	895,270

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Tourist Development Building

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**086065**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EC4**

Project Description/Justification

This project funds the relocation of the Leon County Division of Tourism (Welcome Center) to the Historic Train Station building located on Railroad Avenue. The Office of Human Services and Community Partnerships (HSCP), currently located in the Historic Train Station building will be relocated to the Cooperative Extension Agriculture (Co-op) Center located on Paul Russell Road. Funding for this project came from the sale of the Tourism building at 106 E. Jefferson Street.

Strategic Initiative

N/A

Financial Summary

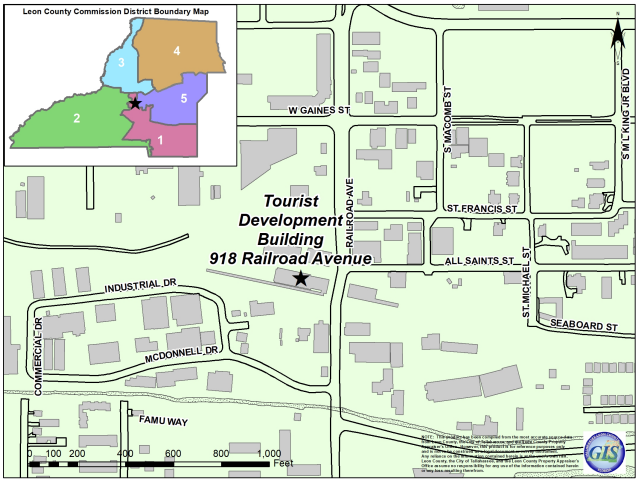
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
160 Tourism Development	179,113	2,177,500	51,876	0	0	0	0	0	0	2,356,613
	179,113	2,177,500	51,876	0	0	0	0	0	0	2,356,613

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Future Site - Tourist Development Building

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

User Computer Upgrades

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076024**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for the replacement of aged-out user computers, printers, and peripherals. A replacement schedule is important due to advances in software, deterioration of hardware, the inability to obtain replacement parts for old equipment and the increased cost of maintenance of old equipment. Most computers are on a five-year replacement cycle plan. Users with specialty software needs, such as engineers and GIS staff, are in a three-year replacement cycle. The computers that are replaced every three years are recycled to County users with standardized needs. Pursuant to County Policy, older machines are recycled to the Goodwill's electronics store.

FY 2019: Replacements were deployed to HR, County Administration, the Commissioners and their Aides, Library staff, Purchasing, Courts, State Attorney, Public Works Inspectors, and Cooperative Extension.

FY 2020: Replacements are planned for conference rooms, special use, and half of the public PC's at the Library. An additional 150 aged-out devices will be replaced throughout the County departments such as EMS, Animal Control, County Attorney's Office and courtrooms.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	4,666,707	300,000	195,497	300,000	300,000	300,000	300,000	300,000	1,500,000	6,466,707
	4,666,707	300,000	195,497	300,000	300,000	300,000	300,000	300,000	1,500,000	6,466,707

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Voting Equipment Replacement

Dept/Div:	**Miscellaneous**	Comp Plan CIE Project:	**N/A**
Project #:	**096028**	Capital Improvement:	**N/A**
Service Type:	**General Government**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G3**

Project Description/Justification

This project is for the Supervisor of Elections non-voting machine equipment. This projects funds the purchase or replacement of voting equipment including privacy booths, precinct signage, ballot tabulators, audit and absentee ballot scanners, electronic pollbooks, and ballot demand printers. With the system heavily dependent on technology, it is important to anticipate equipment needs to assure smooth continuation of operations. This includes replacing equipment that has reached the end of its useful life, as well as expanding inventory as the number of registered voters in Leon County continues to grow.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	90,268	41,732	15,414	0	50,000	0	0	0	50,000	182,000
	90,268	41,732	15,414	0	50,000	0	0	0	50,000	182,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

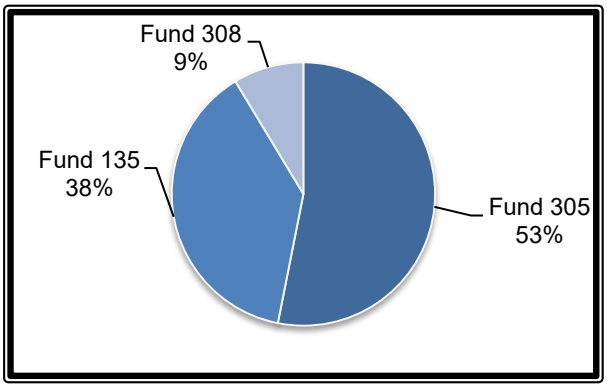
Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Health & Safety

Overview
The Health & Safety section contains capital improvement projects designed to facilitate the provision of emergency medical and other public safety services provided by Leon County government. Major Health & Safety capital projects funded in FY 2020 include the Detention Facility Complex Maintenance, Emergency Medical Services Vehicle and Equipment, and Sheriff Helicopter.

Funding Sources
Chart 25.6 illustrates that Capital Improvement (Fund 305) funds 53% ($1,843,500), Emergency Medical Services MSTU (Fund 135) funds 38% ($1,327,000) and Sales Tax (Fund 308) funds 9% (300,000) of the Health & Safety capital improvement budget in FY 2020.

Chart 25.6
FY 2020 Health & Safety Projects by Funding Source



Managing Divisions
Table 25.11 shows Engineering Services will manage four projects or 50% of the Health & Safety projects. Fleet Management will manage two or 25% of the Health & Safety projects. Facilities Management and Management Information Services will each manage a single project, which accounts for the remaining 25% of the Health & Safety projects.

Table 25.11
FY 2020 Health & Safety Projects by Managing Division

Managing Division	# of Projects	FY 2020 Budget
Engineering Services	4	$2,013,500
Fleet Management	2	$1,432,000
Management Information Services	1	$25,000
Facilities Management	1	$0
Total	**8**	**$3,470,500**

Operating Budget Impacts
There are no estimated impacts from Health & Safety projects on the operating budget for FY 2020.

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Health & Safety Index

Page	Project	#	FY 2018 Life to Date	FY 2019 Adj Budget	FY 2020 Budget	FY20-FY24 Total	Project Cost Total
25-69	Detention Facility Complex Maintenance	086031	7,641,248	4,729,807	2,013,500	8,271,400	20,642,455
25-70	Emergency Medical Services Technology	076058	311,442	48,823	25,000	125,000	485,265
25-71	EMS Vehicle & Equipment Replacement	026014	9,507,395	1,360,000	1,302,000	7,187,000	18,054,395
25-72	Helicopter for Sheriff's Office	026023	-	-	130,000	650,000	650,000
25-73	L.I.F.E. Fire Safety Infrastructure	091006	-	-	-	500,000	500,000
25-74	Public Safety Complex	096016	15,945,226	523,276	-	1,125,000	17,593,502
25-75	Sheriff Training Facility	086080	-	49,200	-	-	49,200
25-76	Volunteer Fire Departments	096002	359,104	136,523	-	-	495,627
	Health & Safety Total		**$33,764,415**	**$6,847,629**	**$3,470,500**	**$17,858,400**	**$58,470,444**

*The Capital Improvement projects highlighted are fully funded in FY 2019. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2020 - 2024 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 Jail Complex. Planned repairs and maintenance includes:

Project 086031	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Admin Building Renovations	100,000	-	-	-	-
Lobby Admin. Building Target Hardening	40,000	200,000	-	-	-
Surveillance Cameras/Infrastructure	200,000	200,000	200,000	200,000	-
Exterior Window Openings (Exercise Decks)	-	-	427,900	300,000	-
Elevators (Jail)	400,000	-	400,000	400,000	800,000
Jail Roof Phase II	100,000	500,000	70,000	750,000	550,000
Exterior Stairs	150,000	300,000	-	-	-
New Waterlines	75,000	250,000	-	-	-
Fire Systems Infrastucture	165,000	-	-	-	-
Railings	70,000	70,000	70,000	70,000	-
Booking counters	22,500	-	-	-	-
Detention Lobby Protection	200,000	-	-	-	-
Shower separators	21,000	-	-	-	-
Evidence Vault	100,000	500,000	-	-	-
Detention and Administration Fencing	250,000	-	-	-	-
Swtich Gear	60,000	-	-	-	-
Fleet Generator	60,000	-	-	-	-
Total	**2,013,500**	**2,020,000**	**1,167,900**	**1,720,000**	**1,350,000**

Strategic Initiative

N/A

Financial Summary

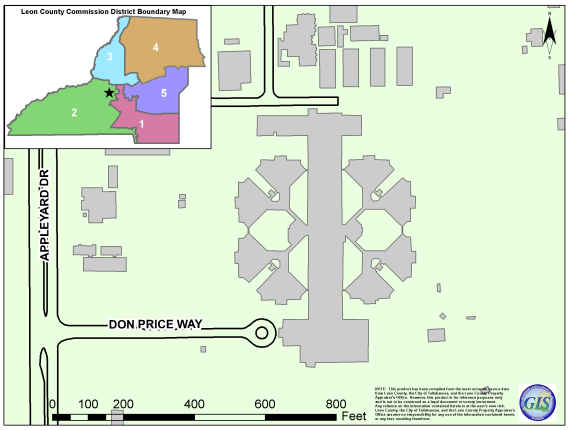
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	3,915,781	4,729,807	1,206,637	1,713,500	2,020,000	1,167,900	1,720,000	1,350,000	7,971,400	16,616,988
308 Sales Tax	3,725,467	0	0	300,000	0	0	0	0	300,000	4,025,467
	7,641,248	4,729,807	1,206,637	2,013,500	2,020,000	1,167,900	1,720,000	1,350,000	8,271,400	20,642,455

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Emergency Medical Services Technology

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076058**	Capital Improvement:	**N/A**
Service Type:	**Health & Safety**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q3**

Project Description/Justification

This project is for the technological needs of Leon County's Emergency Medical Services Division. Funding is provided for the replacement of five radios per year over the next five years and the banking of funds for a computer refresh in the ambulances.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
135 Emergency Medical Services MSTU	311,442	48,823	24,174	25,000	25,000	25,000	25,000	25,000	125,000	485,265
	311,442	48,823	24,174	25,000	25,000	25,000	25,000	25,000	125,000	485,265

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

Funding Source	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned
135 Emergency Medical Services MSTU	0	0	0	0	0
	0	**0**	**0**	**0**	**0**

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Emergency Medical Services Vehicles & Equipment Replacement

Dept/Div:	**Fleet Management**	Comp Plan CIE Project:	**N/A**
Project #:	**026014**	Capital Improvement:	**N/A**
Service Type:	**Health & Safety**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q3**

Project Description/Justification

This project is for the acquisition of Emergency Medical Services ambulances, vehicles and equipment. In accordance with the Green Fleet Policy, each vehicle and equipment replacement is evaluated to make every effort to purchase and use the lowest emission vehicle or equipment item possible, while taking into account the vehicle's life cycle costs, miles per gallon, life cycle environmental impacts, and ability to support Leon County's operation and services. Emergency Medical Services ambulances are replaced every 5 to 6 years. It is estimated that the vehicles/equipment being replaced will generate $34,000 in surplus sales.

The following is the FY 2020 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
EMS	2013 International Horton Ambulance	155,450	$199,161	$57,800	$225,000
EMS	2013 International Horton Ambulance	157,387	$199,161	$70,751	$225,000
EMS	2013 Chevrolet Suburban	99,850	$37,178	$14,075	$52,000
EMS	2015 Ford Horton Ambulance	102,041	$172,920	$32,596	$225,000
EMS	2015 Ford Horton Ambulance	129,248	$172,920	$40,653	$250,000
EMS	2015 Ford Horton Ambulance	117,680	$172,920	$33,268	$250,000

Strategic Initiative

Q3

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
135 Emergency Medical Services MSTU	9,507,395	1,360,000	181,830	1,302,000	1,305,000	1,350,000	1,575,000	1,655,000	7,187,000	18,054,395
	9,507,395	1,360,000	181,830	1,302,000	1,305,000	1,350,000	1,575,000	1,655,000	7,187,000	18,054,395

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

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

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Helicopter for Sheriff's Office

Dept/Div: **Fleet Management**
Project #: **026023**
Service Type: **Health & Safety**
Status: **New Project**

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

Project Description/Justification

As part of the capital budget process, the Sheriff has requested funding for the replacement of one of three fleet helicopters due to its 50 years of age. This is considered a capital funding request and is not included in the Sheriff's regular operating budget. The City of Tallahassee will participate in the purchase of the replacement, as TPD and City utilities benefit from the Sheriff's helicopter assistance. According to the Sheriff's Office, the usage is approximately 50/50 between the Sheriff and City. Rather than directly funding the $1.6 million purchase, the Sheriff's Office has evaluated a seven-year lease to purchase agreement. The estimated annual cost is $260,000 per year for five years to split $130,000 each for the County and City.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	130,000	130,000	130,000	130,000	130,000	650,000	650,000
	0	0	0	130,000	130,000	130,000	130,000	130,000	650,000	650,000

Policy/Comprehensive Plan Information

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

L.I.F.E. Fire Safety Infrastructure

Dept/Div: **Engineering Services**
Project #: **091006**
Service Type: **Health & Safety**
Status: **New Project**

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

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

In February 2014, Leon County conducted a Workshop on Fire Safety Needs through-out the unincorporated area. The workshop provided the basis to increase the annual funding for the County's fire hydrant program and the establishment of the formal program criteria. In addition, the Board provided direction to consider establishing a 2/3 matching program for waterline extension and fire protection enhancements into the L.I.F.E. program. The 2/3 program requires that two-thirds of the owners of two-thirds of the property abutting on any road, or any continuous portion, or any groups of roads within the unincorporated area of the county, present a signed petition to the Board of County Commissioners, requesting that their properties be evaluated for improvements and if granted, these improvements are assessed on their properties. The 2/3 concept was originally proposed given the significant cost associated with extending water lines (in excess of $500,000 per mile). However, certain isolated neighborhood issues may be addressed that do not require a full mile of extension and therefore have a lower overall cost impact. In addition, in support of fire suppression efforts water supply enhancements (tanks and wells) continue to be evaluated. Finally, the County will also seek opportunities to leverage the L.I.F.E. funding in support of fire suppression through partnerships with Talquin and City Utilities. Funding will be utilized for a 2/3 matching program and/or direct payment for water line extensions in support of fire suppression, as well as, the installation of wells/tanks.

Strategic Initiative

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	0	125,000	125,000	125,000	125,000	500,000	500,000
	0	0	0	0	125,000	125,000	125,000	125,000	500,000	500,000

Policy/Comprehensive Plan Information

Operating Budget Impact

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Public Safety Complex

Dept/Div:	**Facilities Management**	Comp Plan CIE Project:	**N/A**
Project #:	**096016**	Capital Improvement:	**N/A**
Service Type:	**Health & Safety**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q3**

Project Description/Justification

This project is for facility maintenance and technology needs of the Public Safety Complex. The FY 2020 – FY 2024 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, hardware in the Data Center, and system maintenance and upgrades for Facilities automation ($50,000). These costs are split 50/50 with the City of Tallahassee. The video walls will need to be replaced in the latter part of FY 2023 at an anticipated cost of $900,000. The additional funding in FY 2021 - FY 2024 will provide a down payment for the project with a $500,000 balance to be covered with a five year lease at $100,000 each year beginning in FY 2025.

Strategic Initiative

N/A

Financial Summary

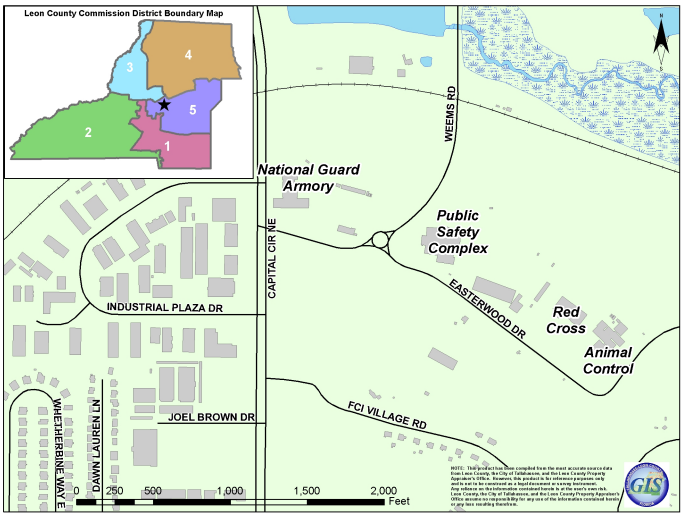
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
125 Grants	2,393,189	0	0	0	0	0	0	0	0	2,393,189
305 Capital Improvements	13,552,037	523,276	7,841	0	225,000	300,000	300,000	300,000	1,125,000	15,200,313
	15,945,226	523,276	7,841	0	225,000	300,000	300,000	300,000	1,125,000	17,593,502

Policy/Comprehensive Plan Information

May 14, 2013 - Interlocal Agreement for the joint management and use of the Public Safety Complex; Interlocal Agrement for the telecommunications and technology for the Public Safety Complex.

Operating Budget Impact

N/A



Public Safety Complex

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Sheriff Training Facility

Dept/Div: **Engineering Services**
Project #: **086080**
Service Type: **Health & Safety**
Status: **Existing Project - Carryforward**

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

Project Description/Justification

This project is for the preliminary design, site investigation, and permitting for the future Leon County Sheriff Office (LCSO) Training Facility, which will be located on vacant County owned property on Tyson Road. The proposed facility will significantly enhance training opportunities for LCSO personnel, allow LCSO to consolidate many of its current training activities to a single location, and enhance education and workforce training opportunities for inmates at the Leon County Detention Facility. This project is funded by training fees collected by the Sheriff and are appropriated during the year.

Strategic Initiative

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	49,200	0	0	0	0	0	0	0	49,200
	0	49,200	0	0	0	0	0	0	0	49,200

Policy/Comprehensive Plan Information

Operating Budget Impact

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Volunteer Fire Departments

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**096002**	Capital Improvement:	**N/A**
Service Type:	**Health & Safety**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**Q3**

Project Description/Justification

This project is for the construction of the Lake Iamonia Volunteer Fire Department . The project was funded in FY 2018 and is currently under design and permitting. This project includes land lease with Tall Timbers and is anticipated for completion in FY 2020.

Strategic Initiative

N/A

Financial Summary

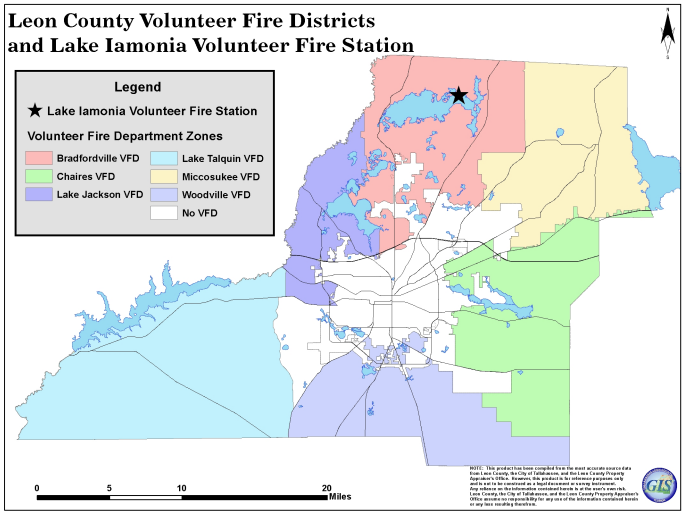
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
140 Municipal Services	71,185	0	0	0	0	0	0	0	0	71,185
145 Fire Rescue Services	287,919	136,523	5,734	0	0	0	0	0	0	424,442
	359,104	136,523	5,734	0	0	0	0	0	0	495,627

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Volunteer Fire Department

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Physical Environment

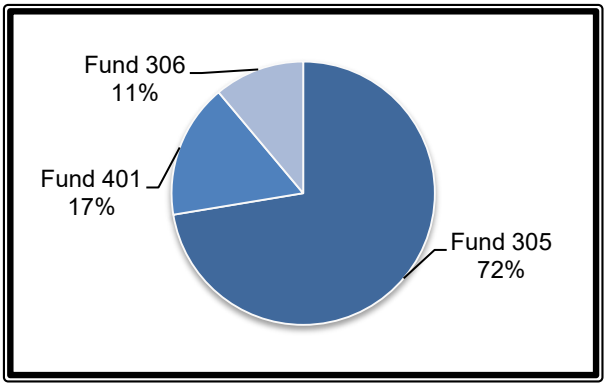
Overview

The Physical Environment section contains capital improvement projects designed to facilitate the provision of services by the different branches of Leon County government with regards to stormwater management, water quality improvements and solid waste management. Major Physical Environment capital projects funded in FY 2020 include Stormwater Infrastructure Preventative Maintenance, GIS Incremental Basemap Update, Permitting Software Enhancements and Solid Waste Heavy Equipment.

Funding Sources

Chart 25.7 illustrates that the Capital Improvement (Fund 305) funds 72% ($1,303,780) of the Physical Environment projects funded in FY 2020. Solid Waste Management (Fund 401) funds 17% ($297,397), and Gas Tax (Fund 306) accounts for 11% ($200,000) of Physical Environment funding.

Chart 25.7
FY 2020 Physical Environment Projects by Funding Source



Managing Divisions

Table 25.12 shows Engineering Services will manage the majority (55%) of the Physical Environment capital projects. Fleet Management will manage five projects, for a total of 15%. Solid Waste will manage four projects, for a total of 12%. Management Information Services and Public Works - Operations will each manage three projects, or the remaining 18% of the Physical Environment capital projects.

Table 25.12
FY 2020 Physical Environment Projects by Managing Division

Managing Division	# of Projects	FY 2020 Budget
Engineering Services	18	$200,000
Fleet Management	5	$393,545
Solid Waste	4	$170,852
Management Information Services	3	$936,780
Public Works - Operations	3	$100,000
Total	**33**	**$1,801,177**

Operating Budget Impacts

There are no estimated impacts from Physical Environment projects on the operating budget for FY 2020.

Leon County Fiscal Year 2020 – 2024 Capital Improvement Program

Physical Environment Index

Page	Project	#	FY 2018 Life to Date	FY 2019 Adj Budget	FY 2020 Budget	FY20-FY24 Total	Project Total
25-79	Baum Road Drainage Improvement	054011	1,240	228,760,	-	750,000	980,000
25-80	Belair-Annawood Septic to Sewer	062007	67,695	3,432,306	-	-	3,500,001
25-81	Comprehensive Wastewater Treatment Project	062006	-	500,000	-	-	500,000
25-82	Faulk Drive Pond Sentiment Removal	063010	16,409	233,591	-	-	250,000
25-83	FDEP Springs Restoration Project	125-927128	-	1,500,000	-	-	1,500,000
25-84	Fords Arm - Lexington Pond Retrofit	063005	2,894,290	2,913,300	-	1,600,000	7,407,590
25-85	Geographic Information Systems	076009	6,160,482	260,556	188,280	941,400	7,362,438
25-86	GIS Incremental Basemap Update	076060	3,693,679	298,500	298,500	1,492,500	5,484,679
25-87	Hazardous Waste Vehicle and Equipment Replacement	036042	43,057	-	-	96,000	139,057
25-88	Household Hazardous Waste Improvements	036019	489,173	85,650	-	-	574,823
25-89	Killearn Acres Flood Mitigation	064001	3,088,545	497,677	-	-	3,586,222
25-90	Killearn Lakes Plantation Stormwater	064006	2,877,768	800,000	-	-	3,677,768
25-91	Lake Henrietta Renovation	061001	72,209	1,172,554	-	-	1,244,763
25-92	Lake Munson Restoration	062001	2,575,125	70,000	-	-	2,645,125
25-93	Landfill Closure	036043	2,718,405	12,884,701	-	-	15,603,106
25-94	Landfill Improvements	036002	1,598,965	156,181	20,000	100,000	1,855,146
25-95	L.I.F.E. Stormwater and Flood Relief	091009	-	-	-	515,000	515,000
25-96	Longview Drive Sinkhole	063011	-	500,000	-	-	500,000
25-97	Longwood Outfall Retrofit	062004	2,044	223,345	-	-	225,389
25-98	NE Lake Munson Septic to Sewer	062008	-	5,500,000	-	-	5,500,000
25-99	Pedrick Pond Stormwater Improvements	045007	217,015	30,902	-	-	247,917
25-100	Permit & Enforcement Tracking System	076015	734,445	270,284	450,000	1,450,000	2,454,729
25-101	Rural Waste Vehicle and Equipment Replacement	036033	618,183	513,565	-	-	1,131,748
25-102	Solid Waste Facility Heavy Equipment & Vehicle Replacement	036003	4,171,263	31,000	15,000	483,000	4,685,263
25-103	Stormwater Infrastructure Preventative Maintenance	067006	8,621	1,341,379	200,000	1,400,000	2,750,000
25-104	Stormwater Pond Repairs	066026	1,250,796	157,693	100,000	500,000	1,908,489
25-105	Stormwater Vehicle & Equipment Replacement	026004	7,104,196	282,156	267,000	2,876,000	10,262,352
25-106	TMDL Compliance Activities	066004	10,000	340,000	-	-	350,000
25-107	Transfer Station Heavy Equipment Replacement	036010	3,226,261	126,873	111,545	1,611,545	4,964,679
25-108	Transfer Station Improvements	036023	1,118,299	739,980	150,852	754,260	2,612,539
25-109	Westside Stormwater	062005	12,962	400,000	-	-	412,962
25-110	Woodside Heights Sewer Project – FDEP	061003	2,913,061	3,086,268	-	-	5,999,329
25-111	Woodville Sewer Project	062003	540	3,000,000	-	4,250,000	7,250,540
	Physical Environment Total		**$47,684,728**	**$41,577,221**	**$1,801,177**	**$18,819,705**	**$108,081,654**

*The Capital Improvement projects highlighted are fully funded in FY 2019. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Baum Road Drainage Improvements

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**054011**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q3**

Project Description/Justification

This project is for drainage improvements and wetland mitigation to reduce the flooding of Baum Road and associated stream erosion. The drainage way through Winfield Forest subdivision remained natural during the subdivision development. Uphill development north of Winfield Forest on both sides of Baum Road, including I-10, generates increased flows, which overwhelm the Baum Road cross-drain during heavy storms. The feasibility analysis will identify drainage structural improvements from Buck Lake Road north through Winfield Forest and Baum Road. Associated wetland mitigation requirements will be determined.

This project is funded in three stages that include:
(1) a feasibility study with community input (FY 2019 - FY 2020);
(2) design and permitting to occur in FY 2020; followed by
(3) construction in FY 2021.

Strategic Initiative

N/A

Financial Summary

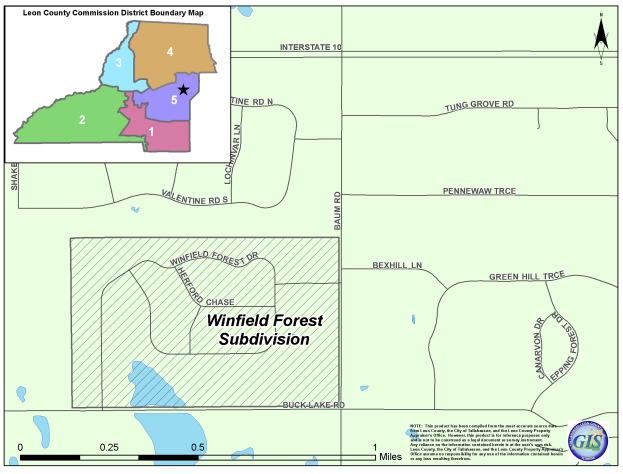
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	1,240	228,760	0	0	750,000	0	0	0	750,000	980,000
	1,240	228,760	0	0	750,000	0	0	0	750,000	980,000

Policy/Comprehensive Plan Information

Improving the conveyance will allow compliance with Stormwater Management Policy 1.5.2: No floodwater in one driving lane each direction of collector streets in a 25-year storm. 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 2020 - 2024 Capital Improvement Program

Belair-Annawood Septic to Sewer

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**062007**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN1, EN2**

Project Description/Justification

During the development of the grant agreements and discussion of future projects, priorities, and a shared desire to improve water quality in our region, the Florida Department of Environmental Protection (FDEP) proposed an ongoing financial partnership whereby the state would prioritize and match local funds for future Leon County projects. As a result, staff developed a tentative seven-year improvement plan that continues to implement the County's commitment for water quality and springs protection projects in Leon County. The local match for the future water quality grants is anticipated to be made through the County's share of the $42.5 million Blueprint 2020 Water Quality and Stormwater Improvement allocation. The "Tentative Leon County Water Quality and Springs Protection Improvement Plan" is estimated to result in the leveraging of an additional $20.4 million in state matching grants through FY 2024.

This project will make central sanitary sewer connections available for approximately 113 single family residences and businesses in the Belair and Annawood developments of southwest Leon County. Design services were initiated in mid FY 2018, and will be completed during FY 2020, along with permitting and bids for construction. Construction will be initiated when all required easements are acquired, with an anticipated completion in FY 2021. This project will be coordinated closely with subdivision residents, the City of Tallahassee Underground Utilities, and Talquin Electric Cooperative. The project is funded by a $1.75 million grant sponsored by Florida Department of Environmental Protection with 100% match funding required by the County.

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 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
125 Grants	60,271	1,689,730	422,407	0	0	0	0	0	0	1,750,001
305 Capital Improvements	7,424	1,742,576	95,646	0	0	0	0	0	0	1,750,000
	67,695	3,432,306	518,053	0	0	0	0	0	0	3,500,001

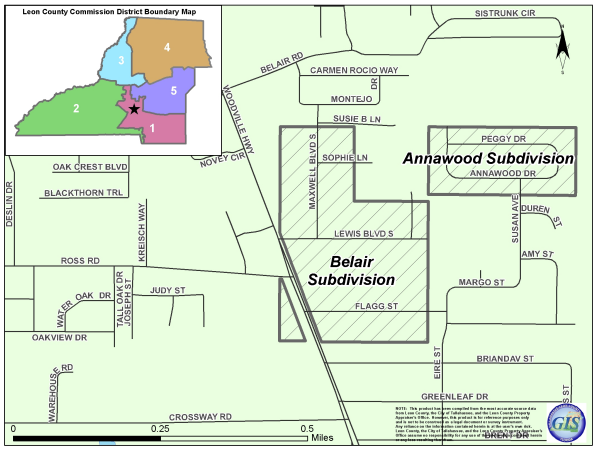
Policy/Comprehensive Plan Information

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 2020 - 2024 Capital Improvement Program

Comprehensive Wastewater Treatment Project

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**062006**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN2**

Project Description/Justification

This project is for consultant services to complete the Comprehensive Wastewater Treatment Facilities Plan (CWTFP). The CWTFP is the initial project segment for the Alternative Sewer Solutions Study included in the Sales Tax Extension Interlocal Agreement, which will provide recommended technologies, financing and management strategies, and an assessment of regulatory measures related to preferred sewage treatment and disposal systems in unincorporated Leon County. The consultant services contract was executed in FY 2019 to evaluate alternative wastewater technologies and complete the CWTFP. The study is funded by the Blueprint Sales Tax Extension. The contract also includes additional scope of work for the Florida Department of Environmental Protection (FDEP) Wastewater Treatment Feasibility Analysis grant, which the Board accepted in May 2019. That project is reflected in the grant fund. Completion of the CWTFP is expected to take 12 to 18 months.

Strategic Initiative

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 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 2020 - 2024 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 Initiative:	**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 EPA Municipal Separate Storm Sewer System (MS4) Permit. In addition, following sediment removal, perimeter planting will be installed to aid in improving water quality.

Strategic Initiative

EN1

Financial Summary

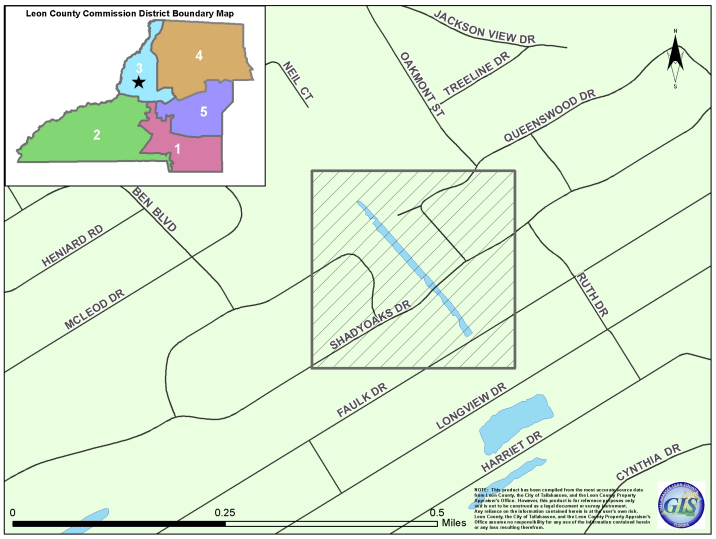
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	16,409	233,591	137,219	0	0	0	0	0	0	250,000
	16,409	233,591	137,219	0	0	0	0	0	0	250,000

Policy/Comprehensive Plan Information

Federal Non-Point Discharge Elimination System (NPDES), Section 40 CFR 122.26
State Water Policy, Florida Administrative Code Chapter62, Rule 62-40.432(2)(c)
Leon County Code of Ordinances, Chapter 10, Article VII

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

FDEP Springs Restoration Project

Dept/Div:	**Grants Public Works**	Comp Plan CIE Project:	**N/A**
Project #:	**125-927128**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**New Project**	Strategic Initiative:	

Project Description/Justification

At the April 2016 budget workshop, the Board approved working with the state regarding alternative On-site Sewage Treatment and Disposal Systems (OSTDS) technologies for nitrate removal. The alternative technologies can be utilized where it is not cost-effective or technically feasible for central sewer. The grant provides funds to Leon County for replacement of residential OSTDS with the new technologies, which will be monitored post-construction for water quality improvement and operational cost analysis after installation.

This project is fully funded by the Florida Department of Environmental Protection Springs Restoration Grant Program. No grant match is required.

This project is for the construction of advanced passive on-site sewage treatment and/or disposal systems in the Wakulla Basin Management Action Plan Priority Focus Area 1. Initial focus will be on the Wilkinson Woods neighborhood, northeast of the Woodville Rural Community.

Strategic Initiative

N/A

Financial Summary

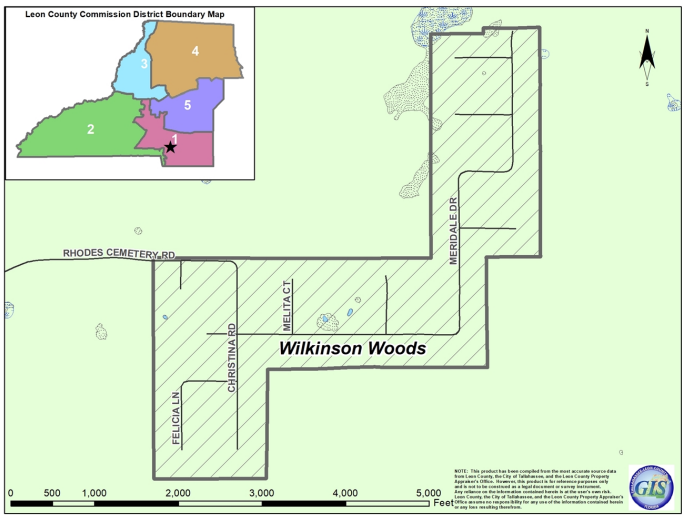
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
125 Grants	0	1,500,000	0	0	0	0	0	0	0	1,500,000
	0	1,500,000	0	0	0	0	0	0	0	1,500,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Fords Arm - Lexington Pond Retrofit

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**063005**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN1, EN2**

Project Description/Justification

This project is partially funded by the $50 million (split 50/50 between the City and the County) set aside by Blueprint for stormwater and water quality retrofits from the Sales Tax Extension.

This project is for water quality treatment and flow attenuation for stormwater entering Ford's Arm of Lake Jackson from the Lexington Branch. The project provides a combination of attenuation, water quality treatment and flow way improvements in the contributing basin to the south and east of Fords Arm. This project includes drainage improvements at Meridian Road, Lexington Road, and Timberlane Road, which will help prevent flooding along those roads. Additional ditch stabilization will occur from Lakeshore Drive to the wetland for the tributaries entering at Nautilus Circle, Ivernia Loop, Dreadnaught Court and Hawkbill Court. Components of the Meridian Road drainage improvements will began in FY 2019. Construction of Linene Woods Phase I between Dartmoor Drive and John Hancock and the remaining project components will begin in FY 2020.

Strategic Initiative

EN1, EN2

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
125 Grants	200,000	0	0	0	0	0	0	0	0	200,000
309 Sales Tax - Extension	2,694,290	2,913,300	79,817	0	1,600,000	0	0	0	1,600,000	7,207,590
	2,894,290	2,913,300	79,817	0	1,600,000	0	0	0	1,600,000	7,407,590

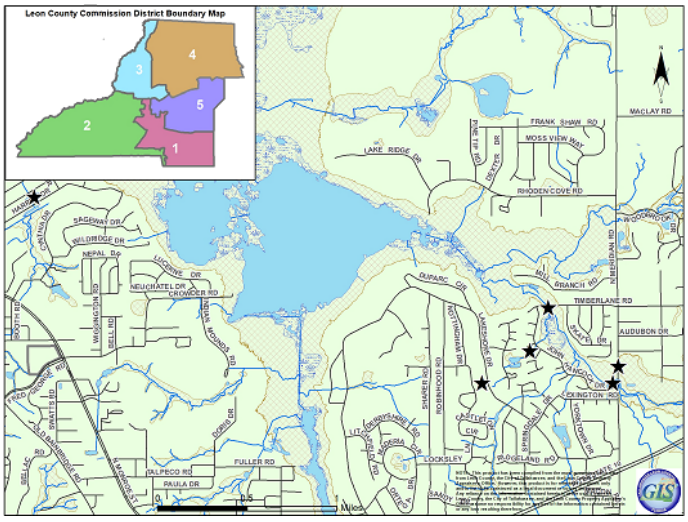
Policy/Comprehensive Plan Information

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 2020 - 2024 Capital Improvement Program

Geographic Information Systems

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076009**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for the funding of the City of Tallahassee and Leon County Geographic Information System Interlocal Project. Tallahassee-Leon County Geographic Information System (TLC GIS) was created in May, 1990 when the City of Tallahassee, Leon County, and the Property Appraiser's Office entered into an Interlocal Agreement. The mission of TLC GIS is to:

-Develop a common base map
-Promote the sharing of resources
-Reduce redundancy of data collection and creation
-Provide a mechanism to maintain the base map and other data layers
-Encourage enterprise information management solutions
-Enhance decision making for public officials.

This project includes the following items, of which 50% is reimbursed by the City of Tallahassee:

$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 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	6,160,482	260,556	150,025	188,280	188,280	188,280	188,280	188,280	941,400	7,362,438
	6,160,482	260,556	150,025	188,280	188,280	188,280	188,280	188,280	941,400	7,362,438

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 2020 - 2024 Capital Improvement Program

GIS Incremental Basemap Update

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076060**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for the incremental update of the Tallahassee-Leon County Geographic Information System,TLC GIS, basemap. The basemap includes orthophotography, planimetrics and a digital elevation model with contours. These elements are essential in providing timely and accurate basemap information which provides positional control for other critical Geographic Information System information and the analysis opportunities they support. They are the foundation for geo-referencing (tying to coincident geographic features for accurate and reliable referencing) many of the Geographic Information System data layers.

In June 2008, the Florida Department of Revenue was directed under Chapter 195.002 Florida Statutes, to provide each County Property Appraiser's Officer with digital orthophotography every three years and charge each county office for the cost of that service and product delivery. The City also contributes funds to this project. In working with the vendor and leveraging the latest technology, TLC GIS was successful in developing a new methodology for collecting, compiling and releasing the basemap data in compliance with Chapter 195.002 Florida Statutes. TLC GIS also obtains additional oblique and satellite imagery to support efforts related to public safety, property assessment and non ad-valorem assessments which this funding covers.

The basemap data acquisition is captured and delivered on a rolling three-year basis, where certain products are captured, compiled, and delivered each year over that three year period. Aerial imagery of some type is designed to be provided each year. This ensures the ability for change detection which is vital to many business activities throughout the County. Methodology and products are planned and reviewed each year to take advantage of new technology and efficiencies. This ensures the best basemap products and value to end users.

The aerial flyover, LiDar flyover, and ground control survey work was completed in FY 2018. Photography and data processing of updated layers is anticipated to be completed in FY 2019. Final compilation of all deliverable products will be completed in FY 2020 and the planning for the next flyover will be determined for FY 2021.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	3,693,679	298,500	149,250	298,500	298,500	298,500	298,500	298,500	1,492,500	5,484,679
	3,693,679	298,500	149,250	298,500	298,500	298,500	298,500	298,500	1,492,500	5,484,679

Policy/Comprehensive Plan Information

Geographic Information System City of Tallahassee/Leon County Interlocal Agreement (1990); Permit Enforcement & Tracking System City of Tallahassee/Leon County Interlocal Agreement (1993)

The Comprehensive Plan mandates that a series of map layers be compiled and maintained for use in Comprehensive Plan implementation. The environmental component of both the City and County land development ordinances contain clauses mandating that protected natural features be mapped pursuant to applications for development.

Florida Department of Revenue requires that all property appraisers' offices in the State of Florida compile and maintain digital Cadastres that meet specific guidelines governing methodologies to be used and the layers to be compiled. Required layers include platted lots, tax parcels, right-of-ways, and legal dimensions.

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Hazardous Waste Vehicle and Equipment Replacement

Dept/Div:	**Fleet Management**	Comp Plan CIE Project:	**N/A**
Project #:	**036042**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN3**

Project Description/Justification

This project is for the replacement of Hazardous Waste vehicles and equipment. No vehicles or equipment are scheduled for replacement in FY 2020. Out-year funding is to replace a forklift.

Strategic Initiative

N/A

Financial Summary

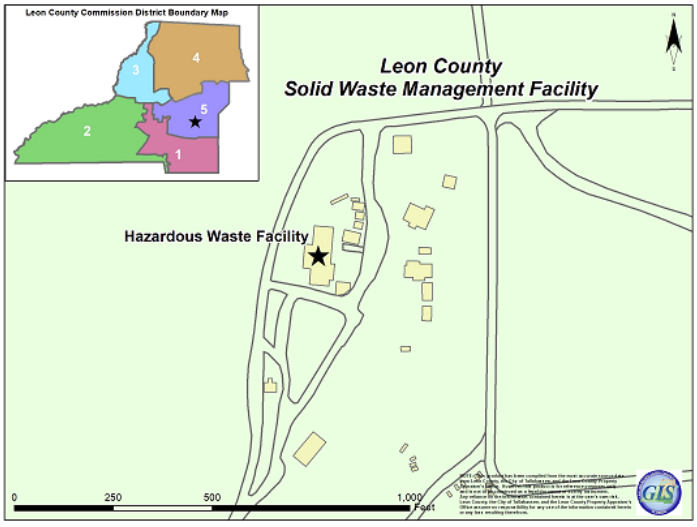
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
401 Solid Waste	43,057	0	0	0	0	96,000	0	0	96,000	139,057
	43,057	0	0	0	0	96,000	0	0	96,000	139,057

Policy/Comprehensive Plan Information

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

Operating Budget Impact

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



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Household Hazardous Waste Improvements

Dept/Div:	**Solid Waste**	Comp Plan CIE Project:	**N/A**
Project #:	**036019**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN3**

Project Description/Justification

This project provides funds for ongoing maintenance, repairs and improvement of the Household Hazardous Waste Center at the Solid Waste Management Facility.

On May 12, 2015, the Board approved closing the landfill at the Solid Waste Management Facility on Apalachee Parkway in order to complete the master plan for Apalachee Regional Park. However, the hazardous waste, yard waste and other activities will continue at the location. Phase II of the landfill closure operation commenced in May 2018 and is anticipated to be completed in May 2020.

Strategic Initiative

N/A

Financial Summary

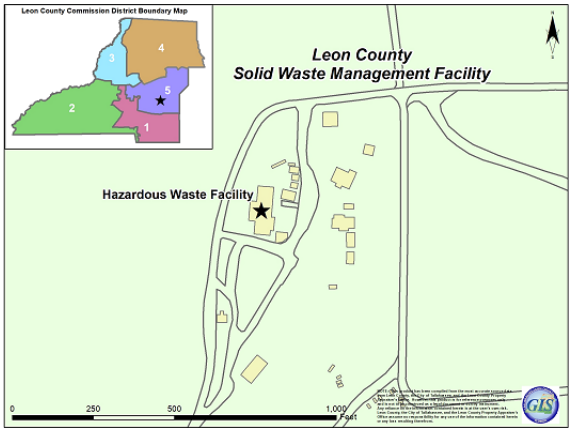
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
401 Solid Waste	489,173	85,650	13,767	0	0	0	0	0	0	574,823
	489,173	85,650	13,767	0	0	0	0	0	0	574,823

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Hazardous Waste Center

Leon County Fiscal Year 2020 - 2024 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 Initiative:	**EN1**

Project Description/Justification

The primary conveyance through Killearn Acres was upgraded with this capital project. The project updated the adopted FEMA Flood Insurance Rate Maps for the Killearn Acres Tributary between Bradfordville Road and Pimlico Drive to create a single floodway to comply with the Comprehensive Plan requirement to map the primary drainage system. In addition, establishing a base flood elevation along the tributary reduced the federal flood insurance cost for approximately 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 and will be completed in FY 2020.

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 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	2,629,044	497,677	0	0	0	0	0	0	0	3,126,721
314 Bond Series 1997	50,000	0	0	0	0	0	0	0	0	50,000
318 Bond Series 1999 Construction	409,501	0	0	0	0	0	0	0	0	409,501
	3,088,545	497,677	0	0	0	0	0	0	0	3,586,222

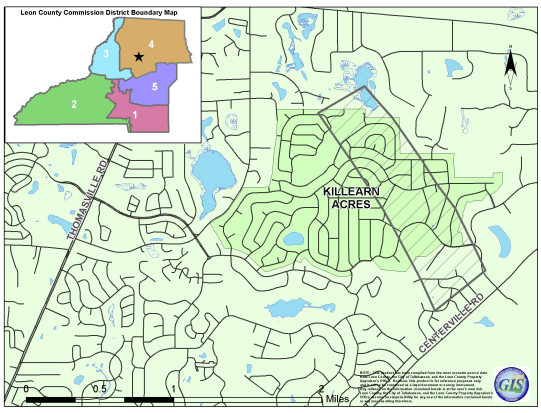
Policy/Comprehensive Plan Information

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 2020 - 2024 Capital Improvement Program

Killearn Lakes Plantation Stormwater

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**Yes**
Project #:	**064006**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Held Open**	Strategic Initiative:	**EN1**

Project Description/Justification

This project is for the detailed analysis, design, and construction of a stormwater system to serve Killearn Lakes Plantation Units 1, 2, and 3. The stormwater system will identify stormwater outfalls primarily located within existing green spaces that convey stormwater from residential properties. This project will also provide for enhanced redirection of stormwater from densely developed residential areas to the outfalls in the green spaces. Design will focus on using available resources and facilities, such as the utilization of roadways as conveyances for stormwater, and protection of residential properties where roads must be used as stormwater conveyances.

This project is partially funded by the 10% share of the Sales Tax Extension dedicated to Leon County and 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 this agency.

Phase I in Units 1 and 3 have been completed. Additional project areas are being identified for Phase II in Units 1 and 3. A project is being developed in Unit III to address non-structure flooding along Norwood Lane and a portion of Bull Headley Road.

Strategic Initiative

N/A

Financial Summary

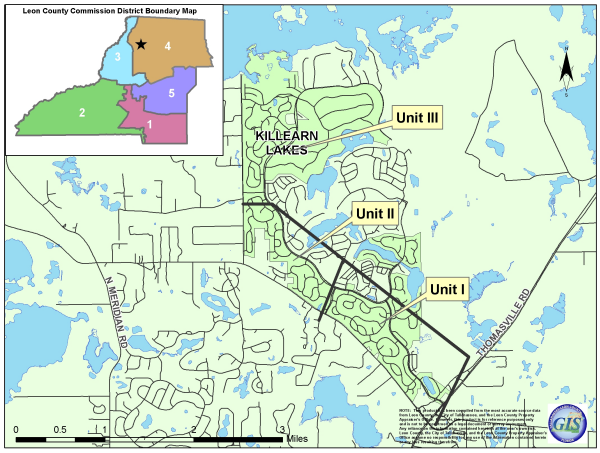
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	161,913	0	0	0	0	0	0	0	0	161,913
309 Sales Tax - Extension	2,715,855	800,000	0	0	0	0	0	0	0	3,515,855
	2,877,768	800,000	0	0	0	0	0	0	0	3,677,768

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

Operating Budget Impact

Successful completion of this project will result in a reduction of Engineering and Operations complaint-resolution man-hours. Unscheduled call-outs and repairs for Operations staff will also be significantly reduced. However, 12.1 miles of new routine ditch mowing will be added to keep the new stormwater conveyance system functioning as designed.



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Lake Henrietta Renovation

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**Yes**
Project #:	**061001**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN1**

Project Description/Justification

This project involves the major restoration of the 18-year old Lake Henrietta stormwater facility on Springhill Road. The pond was constructed with its northern five acres excavated as a sump to capture and concentrate the sediment from the west, central and east drainage ditches.

The project is divided into five phases: Phase 1 - Property acquisition (FY 2020); Phase 2 - design and permitting of adjacent spoil handling site (FY 2021); Phase 3 - hydraulic dredging (FY 2022); and Phase 4 - design and installation of a trash rack (FY 2022). After this initial intensive restoration cycle, Phase 5 would be dredging completed in approximate five year increments or less, if the upstream projects by Blueprint are completed.

This project is funded by the $50 million (split 50/50 between the City and the County) set aside by Blueprint for stormwater and water quality retrofits. Funding is provided by Blueprint's 80% share of the Sales Tax Extension dedicated to the agency.

Strategic Initiative

N/A

Financial Summary

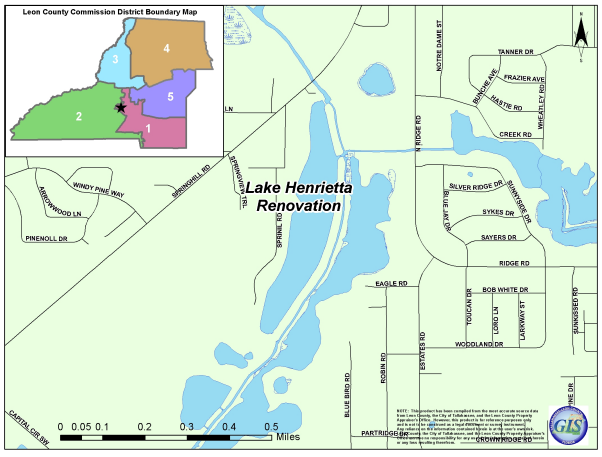
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	72,209	1,172,554	0	0	0	0	0	0	0	1,244,763
	72,209	1,172,554	0	0	0	0	0	0	0	1,244,763

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 expenditures to maintain flows into the facility and is necessary for permit compliance and enhance water quality within the Lake Munson basin.



Lake Henrietta

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Lake Munson Restoration

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**062001**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN1, EN3**

Project Description/Justification

Exotic and invasive plants were removed from over 100 acres along Munson Slough from Lake Munson to Lake Henrietta. FY 2019 funding of $70,000 supported another round of exotic and invasive plant removal. Information kiosks at Lake Munson and Lake Henrietta will explain the function of stormwater facilities and wetlands in protecting Lake Munson.

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 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	507,113	0	0	0	0	0	0	0	0	507,113
309 Sales Tax - Extension	153,012	70,000	0	0	0	0	0	0	0	223,012
314 Bond Series 1997	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
	2,575,125	70,000	0	0	0	0	0	0	0	2,645,125

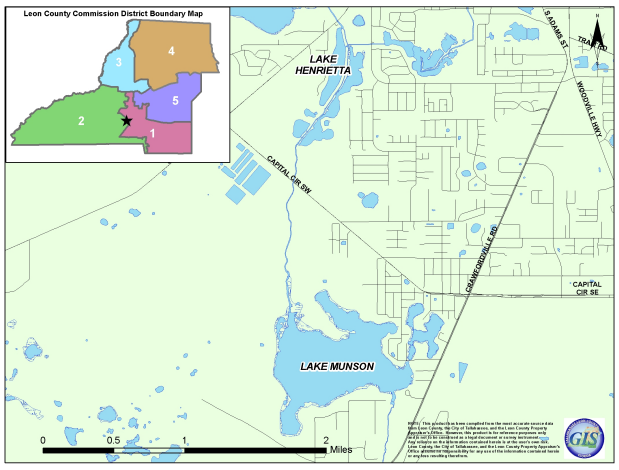
Policy/Comprehensive Plan Information

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 2020 - 2024 Capital Improvement Program

Landfill Closure

Dept/Div:	**Solid Waste**	Comp Plan CIE Project:	**N/A**
Project #:	**036043**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN3**

Project Description/Justification

This project is for the closure of the Solid Waste Landfill on Apalachee Parkway.

On May 12, 2015, the Board approved the closure of the Solid Waste Landfill on Apalachee Parkway. In October 2017, the Board approved the Solid Waste Closure, Phase I, for a contractor to haul 222,200 cubic yards of material from the F.A. Ash Borrow Pit to the landfill site. The hazardous waste, yard waste and other activities will continue at the location. Landfill Closure Quality Construction Assurance will continue to be provided (and Engineering Support) throughout the final closure process. The remaining site will be converted to part of the Apalachee Regional Park. (However, once the landfill is closed, the County will maintain and monitor the site for 30 years.) Phase I Operation was complete in March 2018. Phase II Operation commenced in May 2018 after approval of the bid award.

Strategic Initiative

N/A

Financial Summary

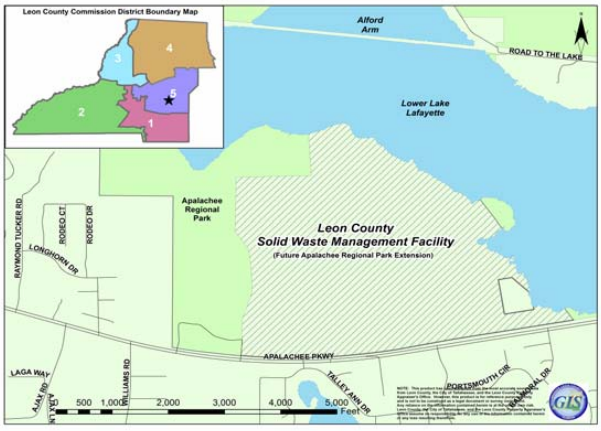
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
401 Solid Waste	2,718,405	12,884,701	4,435,947	0	0	0	0	0	0	15,603,106
	2,718,405	12,884,701	4,435,947	0	0	0	0	0	0	15,603,106

Policy/Comprehensive Plan Information

Florida Statutes Chapter 403.706 - governs closure and post closure of landfills
Florida Administrative Code Chapter 62-701 - governs closure and post closure of landfills Florida Department of Environmental Protection Operating Permit - mandates maintenance of the closed landfill cell
Post closure rules require subsidence areas of the Phase I Landfill to be filled to prevent ponding and allow for routine mowing

Operating Budget Impact

N/A



Solid Waste Landfill on Apalachee Parkway

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Landfill Improvements

Dept/Div:	**Solid Waste**	Comp Plan CIE Project:	**N/A**
Project #:	**036002**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN3**

Project Description/Justification

This project is for the ongoing improvements to the Apalachee Parkway Solid Waste Management Facility. This funding is for general improvements to the facility.

On May 12, 2015, the Board approved the closure of the Solid Waste Landfill on Apalachee Parkway. However, the hazardous waste, yard waste and other activities will continue at the location. Once the landfill is closed, the County will maintain and monitor the site for 30 years. A separate project for the closure has been created for the closure requirements. The project activities will be supported from landfill closure funding accumulated in a separate escrow account.

Strategic Initiative

N/A

Financial Summary

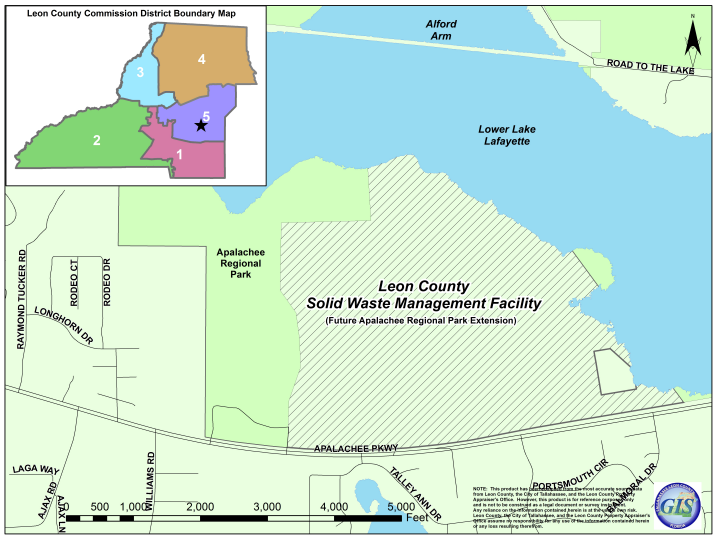
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
401 Solid Waste	1,598,965	156,181	0	20,000	20,000	20,000	20,000	20,000	100,000	1,855,146
	1,598,965	156,181	0	20,000	20,000	20,000	20,000	20,000	100,000	1,855,146

Policy/Comprehensive Plan Information

Florida Statutes Chapter 403.706 - governs closure and post closure of landfills
Florida Administrative Code Chapter 62-701 - governs closure and post closure of landfills Florida Department of Environmental Protection Operating Permit - mandates maintenance of the closed landfill cell
Post closure rules require subsidence areas of the Phase I Landfill to be filled to prevent ponding and allow for routine mowing

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

L.I.F.E. Stormwater and Flood Relief

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**091009**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**New Project**	Strategic Initiative:	

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

Leon County's stormwater maintenance program protects citizens and the environment by improving water quality and minimizing flooding. Consistent with County policy, the Comprehensive Plan, state law, and the requirements of the County's federal National Pollutant Discharge Elimination System (NPDES) permit, Leon County conducts a variety of stormwater projects to improve existing stormwater management facilities' treatment capacities or volumes for rate control; enhance inflow, outfall, or discharge systems' conveyance capacities; and provide for erosion control. However, even with proper maintenance, given the limited resources of the County, there are long-standing localized flooding problems that do not have funding programmed. Initial funding in this category is recommended to fix a long-standing flooding issue occurring on Benjamin Chaires Road. 2,000 linear feet along Benjamin Chaires Road overtops during high volume flooding events preventing access by residents and emergency vehicles. To eliminate the flooding, this project would elevate the roadway. Preliminary cost estimates are approximately $515,000 ($115,000 design, $400,000 construction). The L.I.F.E. policy provides that projects costs should be limited to $250,000; however, the policy also provides for larger projects in excess of $250,000 to be funded under L.I.F.E. subject to Board approval during the annual budget process. Additional projects will continue to be identified for future funding.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	0	0	0	115,000	400,000	515,000	515,000
	0	0	0	0	0	0	115,000	400,000	515,000	515,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Longview Drive Sinkhole

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**063011**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**New Project**	Strategic Initiative:	**EN1**

Project Description/Justification

In December of 2018 a sink hole opened in a County stormwater facility on Longview Drive. Since that time, the County took immediate steps to ensure the safety of the road by engaging a consulting firm to perform a geotechnical analysis. The consulting firm concluded that there is no threat to the integrity of the road. However, the sinkhole must be isolated to prevent stormwater, meant to be contained in the pond, from discharging directly to the aquifer. In FY 2019, a preliminary engineering analysis estimates a cost of $500,000 to cap the sinkhole.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	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

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Longwood Outfall Retrofit

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**062004**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN1, Q3**

Project Description/Justification

This project is for the improvement of erosion and localized flooding downstream in the Longwood Subdivision in west Leon County. The flow way will be graded to increase stormwater flow attenuation, stabilized to reduce erosion from peak flows, and planted with vegetation to improve water quality treatment and enhance the natural channel.

This project is funded by the $50 million (split 50/50 between the City and the County) set aside by Blueprint for stormwater and water quality retrofits. Funding is provided by Blueprint's 80% share of the Sales Tax Extension dedicated to the agency.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	2,044	223,345	0	0	0	0	0	0	0	225,389
	2,044	223,345	0	0	0	0	0	0	0	225,389

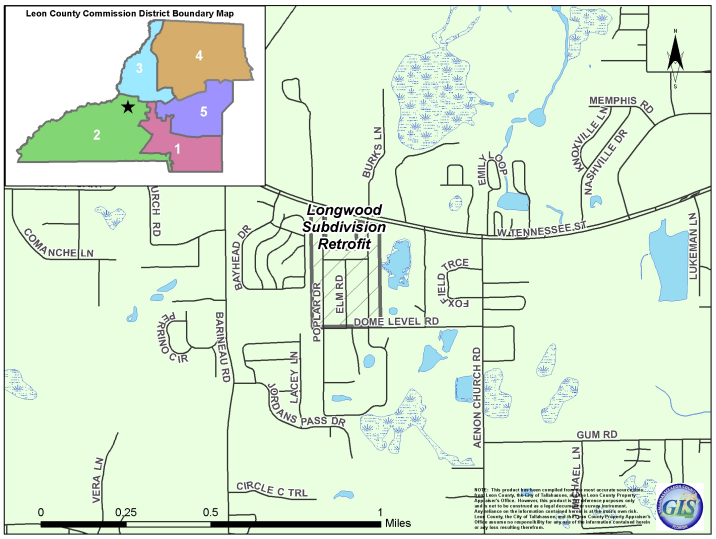
Policy/Comprehensive Plan Information

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Policy 2.7.7:[C](Leon County) Local government shall develop a program for retrofitting developed areas which lack adequate facilities for treating stormwater runoff by defining and implementing a sequence of intermediate milestones necessary to achieve the retrofit objective. Local government shall fund and initiate a work program to quantify water quality problems, costs and mitigation methods. Using this information it shall develop more specific retrofit objectives with due consideration to costs, methodology and the community's willingness to financially support implementation. Policies shall be adopted into the comprehensive plan that reflects these objectives including program funding targets. Local government shall then develop, fund, and initiate a water quality enhancement program which will achieve the retrofit goals on the established schedule.

Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

NE Lake Munson Septic to Sewer

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**062008**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN1, EN2**

Project Description/Justification

During the development of the grant agreements and discussion of future projects, priorities, and a shared desire to improve water quality in our region, the Florida Department of Environmental Protection (FDEP) proposed an ongoing financial partnership whereby the state would prioritize and match local funds for future Leon County projects. As a result, staff developed a tentative seven-year improvement plan that continues to implement the County's commitment for water quality and springs protection projects in Leon County. The local match for the future water quality grants is anticipated to be made through the County's share of the $42.5 million Blueprint 2020 Water Quality and Stormwater Improvement allocation. The "Tentative Leon County Water Quality and Springs Protection Improvement Plan" is estimated to result in the leveraging of an additional $20.4 million in state matching grants through FY 2024.

This project will provide the design and construction of the central sewer collection system for Yon's Lakeside Estates and Idlewild neighborhoods. This will include lift stations, service connection to approximately 263 single family residences and commercial properties, removal of septic tank systems, and the transmission system connecting to the City of Tallahassee's sewer system. This project is funded by a $2,750,000 grant from the Florida Department of Environmental Protection (FDEP), with match funding of $2,750,000 from the County. The project will eliminate the onsite systems which will result in a significant reduction in nutrient load leaching into the Florida aquifer in the Wakulla Springs contribution area. Pursuant to the preliminary project schedule, the final engineering design and permitting work should be completed by January 2020. Construction is anticipated to begin in April 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 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
125 Grants	0	2,750,000	188,703	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	188,703	0	0	0	0	0	0	5,500,000

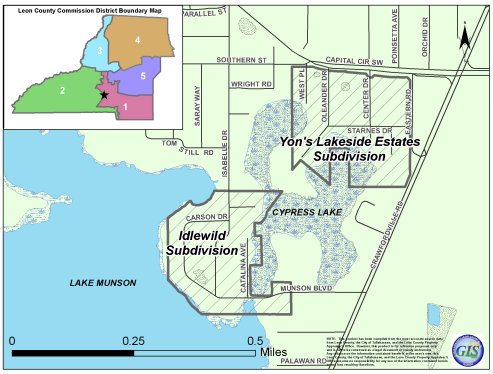
Policy/Comprehensive Plan Information

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 2020 - 2024 Capital Improvement Program

Pedrick Pond Stormwater Improvements

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**045007**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN2, Q1**

Project Description/Justification

This project is for elevating two portions of the existing walking trail that are inundated by water from higher pond stages. The high water level prevents citizens from walking around the entire perimeter of the facility because a portion of sidewalk along Pedrick Road is inundated and rendered unusable during these events. The boardwalk has been raised to prevent the walking trail from flooding during higher pond stages. The remaining portion of this project includes planting wetland vegetation to prevent silt accumulation and to enhance percolation on the pond littoral shelf. Work is estimated to be complete in FY 2020.

Strategic Initiative

N/A

Financial Summary

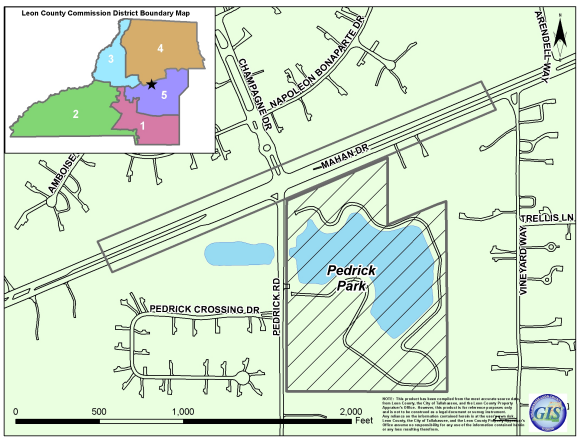
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	217,015	30,902	0	0	0	0	0	0	0	247,917
	217,015	30,902	0	0	0	0	0	0	0	247,917

Policy/Comprehensive Plan Information

Supports Conservation Element of the Comprehensive Plan Groundwater Protection Objectives 4.1 and 4.2.1

Operating Budget Impact

The main operating impacts are anticipated to be related to mowing and will be covered by the existing Facilities Management operating budget.



Pedrick Pond

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Permit & Enforcement Tracking System

Dept/Div:	**Management Information Services**	Comp Plan CIE Project:	**N/A**
Project #:	**076015**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for Accela licensing fees and system updates for the Permit and Enforcement & Tracking System (PETS). The web-based PETS system with Accela replaced the County's previous Accela permitting system in FY 2017. The licensing costs are $150,000 annually. New FY 2020 activities include $75,000 for the Project Dox upgrade and integration to Accela; $225,000 for continued Accela consulting services to improve system processes in coordination with DSEM work process improvements to achieve the County's goal/priority to reduce the number of days to issue a single family permit.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	734,445	270,284	248,627	450,000	250,000	250,000	250,000	250,000	1,450,000	2,454,729
	734,445	270,284	248,627	450,000	250,000	250,000	250,000	250,000	1,450,000	2,454,729

Policy/Comprehensive Plan Information

Interlocal Agreement with City of Tallahassee (Amended October17, 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 2020 - 2024 Capital Improvement Program

Rural Waste Vehicle and Equipment Replacement

Dept/Div:	**Fleet Management**	Comp Plan CIE Project:	**N/A**
Project #:	**036033**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN3**

Project Description/Justification

This project is for the replacement of Rural Waste Services Center vehicles and equipment. Vehicles and equipment are replaced based on a factor of the number of miles, operating hours and repair costs to determine if it is more cost effective to replace the vehicle rather than continue maintaining the vehicle or equipment.

Strategic Initiative

N/A

Financial Summary

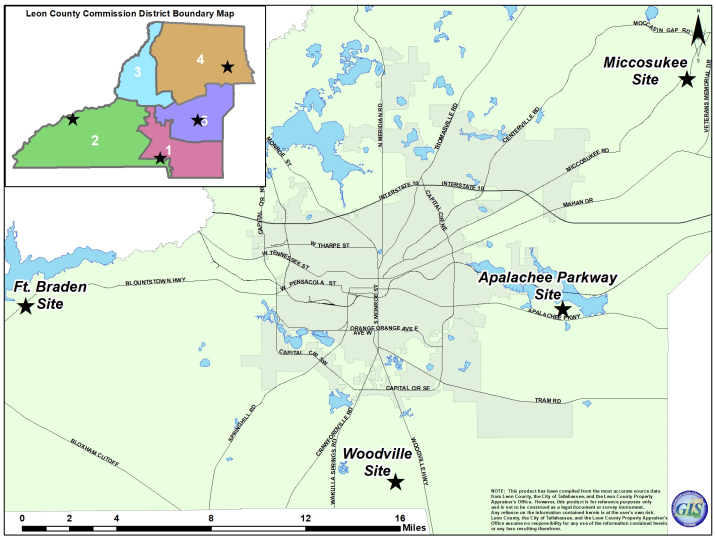
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
401 Solid Waste	618,183	513,565	0	0	0	0	0	0	0	1,131,748
	618,183	513,565	0	0	0	0	0	0	0	1,131,748

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 2020 - 2024 Capital Improvement Program

Solid Waste Facility Heavy Equipment & Vehicle Replacement

Dept/Div:	**Fleet Management**	Comp Plan CIE Project:	**N/A**
Project #:	**036003**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN3**

Project Description/Justification

This project is for the replacement of landfill vehicles and equipment. On May 12, 2015, the Board approved the landfill closure. The closure of the facility is in process. The future vehicle needs of the landfill will be determined and the out years adjusted accordingly; however, mowing of the closed cells is required by the landfill permit requiring adequate mowing equipment. It is estimated that the vehicles/equipment being replaced will generate $2,000 in surplus sales. The following is the FY 2020 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Solid Waste Management Facility	2012 Grasshopper Mower	322	$12,938	$1,003	$15,000

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
401 Solid Waste	4,171,263	31,000	714	15,000	388,000	0	40,000	40,000	483,000	4,685,263
	4,171,263	31,000	714	15,000	388,000	0	40,000	40,000	483,000	4,685,263

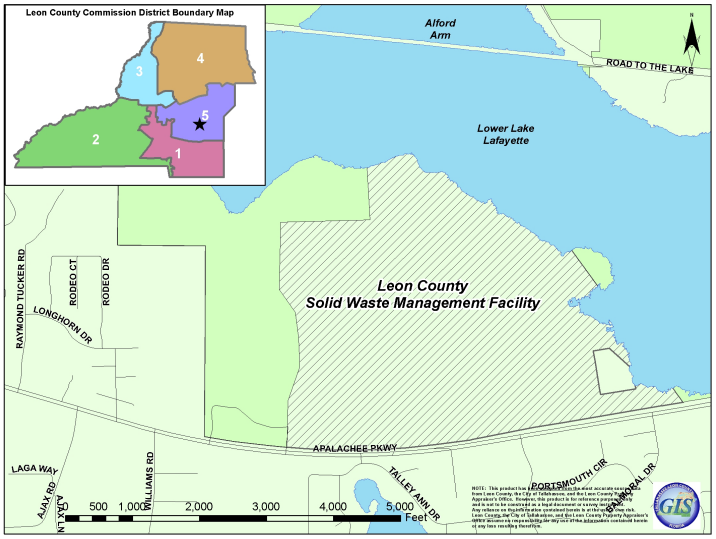
Policy/Comprehensive Plan Information

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 2020 - 2024 Capital Improvement Program

Stormwater Infrastructure Preventative Maintenance

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**067006**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN1**

Project Description/Justification

This project provides a means for replacement of major cross drains that are beyond the realm of maintenance activity due to size, location and cost. As part of the stormwater requirements for the County's Non Point Discharge Elimination System (NPDES) permit, an inventory and inspection of the major stormwater systems in unincorporated Leon County is being conducted to proactively prioritize and schedule the replacement of more than 1,000 major culverts before failure. An annual budget of $300,000 is established for this repair program.

This project was recommended as a result of heavy rain events in April 2016. The heavy rainfall caused open metal culverts to fail on Tram Road, west of the Leon/Jefferson counties line, causing a section of the road to collapse. The road was closed to citizens while temporary repairs were made, however, due to these culverts having reached their life expectancy of more than 30 years; it is recommended that they be replaced. The engineering design and permits were completed in 2018. The estimated project construction cost is $924,805. The construction bid will be advertised in Winter 2019 and the actual construction work should be completed by the end of 2020.

The next priority projects are to address failing culverts under Old Plank Road at the Chicken Branch Crossing, Veterans Memorial Drive, and Kinhega Drive; and to replace drainage pipes at the Crowder Road Boat Landing. Old Plank Road at the Chicken Branch Crossing is currently under design. Veterans Memorial Drive and Kinhega Drive are complete. Crowder Road Boat Landing Drainage Pipe Replacement is under design with construction in FY 2020.

Strategic Initiative

N/A

Financial Summary

	Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305	Capital Improvements	8,621	1,341,379	348,330	0	0	0	0	0	0	1,350,000
306	Transportation Improvements	0	0	0	200,000	300,000	300,000	300,000	300,000	1,400,000	1,400,000
		8,621	1,341,379	348,330	200,000	300,000	300,000	300,000	300,000	1,400,000	2,750,000

Policy/Comprehensive Plan Information

Stormwater Managment Goal 1- Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protect surface water and groundwater quality.

Operating Budget Impact

N/A

Stormwater Infrastructure Preventive Maintenance

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Stormwater Pond Repairs

Dept/Div:	**Public Works - Operations**	Comp Plan CIE Project:	**N/A**
Project #:	**066026**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN1**

Project Description/Justification

This project provides funding for the planned repair and replacement of stormwater structures including filters associated with County-owned stormwater facilities and roadways. The County has a large number of aging stormwater systems which have deteriorated and may not function at optimal levels during large rainfall events.

These repairs are essential to provide for public safety and ensure that stormwater facilities continue to meet environmental and operating permit requirements. Poorly functioning systems can suffer from reduced storage capacity causing an increased potential for flooding. Funding in the amount of $100,000 is programmed for the next five years for these repairs.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,250,796	157,693	113,034	100,000	100,000	100,000	100,000	100,000	500,000	1,908,489
	1,250,796	157,693	113,034	100,000	100,000	100,000	100,000	100,000	500,000	1,908,489

Policy/Comprehensive Plan Information

Federal Non-Point Discharge Elimination System (NPDES), Section 40 CFR 122.26
State Water Policy, Florida Administrative Code Chapter62, Rule 62-40.432(2)(c)
Leon County Code of Ordinances, Chapter 10, Article VII

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Stormwater Vehicle & Equipment Replacement

Dept/Div:	**Fleet Management**	Comp Plan CIE Project:	**N/A**
Project #:	**026004**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**Q3**

Project Description/Justification

This project is for the replacement of stormwater vehicles and equipment. Vehicles and equipment are replaced based on a factor of the number of miles, operating hours and repair costs to determine if it is more cost effective to replace the vehicle rather than continue maintaining the vehicle or equipment. It is estimated that the vehicles/equipment being replaced will generate $39,400 in surplus sales. The following is the FY 2020 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Operations	1985 Murray Water Pump	557	$14,945	$14,169	$65,000
Operations	2007 Mack 14 Yd Dump Truck	83,981	$113,967	$63,892	$180,000
Operations	2012 Anderson Trailer	N/A	$1,482	$1,331	$10,000
Engineering	Mud Buddy Boat Motor	N/A	N/A	N/A	$12,000

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	7,104,196	282,156	186,209	267,000	393,000	1,015,000	528,000	673,000	2,876,000	10,262,352
	7,104,196	282,156	186,209	267,000	393,000	1,015,000	528,000	673,000	2,876,000	10,262,352

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 2020 - 2024 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, and Lake Munson 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. These discussions can 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 and flow dispersion studies of Lake Munson and Munson Slough will be conducted in future years dependent on BMAP requirements.

The initial phase includes evaluating and allocating the pollutant load reductions. The BMAP interlocal agreements and Lake Munson restoration efforts 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) by funding the sediment sampling by the Florida Geologic Survey and the flow dispersion study. The Lake Munson Sediment Study is complete, identifying new pollutants of concern for FDEP TMDL consideration. Restoration plans will be developed in response to FDEP listing these additional pollutants as impaired.

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 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	10,000	340,000	98,817	0	0	0	0	0	0	350,000
	10,000	340,000	98,817	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 2020 - 2024 Capital Improvement Program

Transfer Station Heavy Equipment Replacement

Dept/Div:	**Fleet Management**	Comp Plan CIE Project:	**N/A**
Project #:	**036010**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN3**

Project Description/Justification

This project is for the replacement of transfer station equipment. Vehicles and equipment are replaced based on a factor of the number of miles, operating hours and repair costs to determine if it is more cost effective to replace the vehicle rather than continue maintaining the vehicle or equipment. It is estimated that the vehicles/equipment being replaced will generate $48,000 in surplus sales.

The following is the FY 2020 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Transfer Station	2010 John Deere Back Hoe	3,020	$145,538	$10,939	$111,545

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
401 Solid Waste	3,226,261	126,873	98,228	111,545	395,000	165,000	470,000	470,000	1,611,545	4,964,679
	3,226,261	126,873	98,228	111,545	395,000	165,000	470,000	470,000	1,611,545	4,964,679

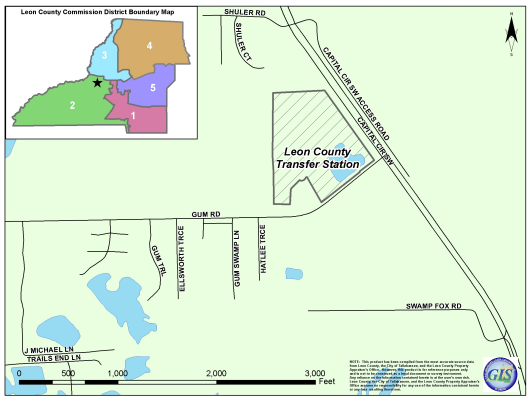
Policy/Comprehensive Plan Information

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 2020 - 2024 Capital Improvement Program

Transfer Station Improvements

Dept/Div:	**Solid Waste**	Comp Plan CIE Project:	**N/A**
Project #:	**036023**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN3**

Project Description/Justification

This project provides funds for ongoing maintenance and repairs of the buildings and grounds at the Gum Road Transfer Station. Transfer Station improvements will be designed by Public Works Engineering or the Division's environmental compliance consultant as appropriate. This funding is for general improvements and maintenance of the facility.

Strategic Initiative

N/A

Financial Summary

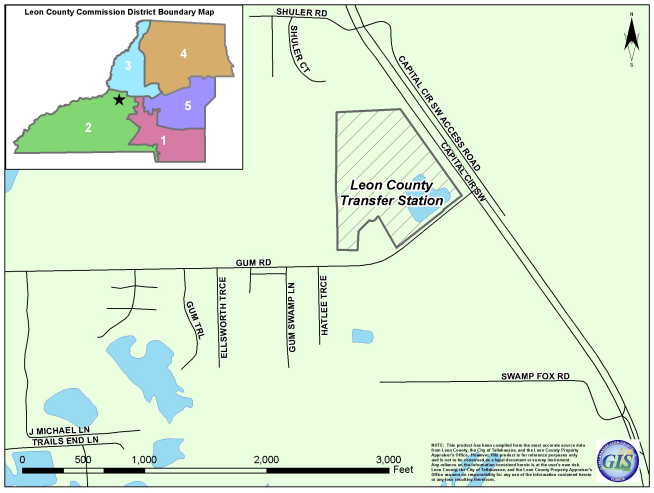
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
401 Solid Waste	1,118,299	739,980	6,698	150,852	150,852	150,852	150,852	150,852	754,260	2,612,539
	1,118,299	739,980	6,698	150,852	150,852	150,852	150,852	150,852	754,260	2,612,539

Policy/Comprehensive Plan Information

This project allows the county to meet the Objectives and Level of Service Standard in the Solid Waste sub-element of the comp plan; Goals & Objectives: Objective 1.4 meets the requirements of Rule 9J-5.011. LOS is defined in Policy 1.5.1 [SW].

Operating Budget Impact

N/A



Leon County Transfer Station

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Westside Stormwater

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**062005**	Capital Improvement:	**N/A**
Service Type:	**Physical Environment**	Level of Service Standard:	**Yes**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN2**

Project Description/Justification

This project is funded by the $50 million (split 50/50 between the City and the County) set aside by Blueprint 2000 for stormwater and water quality retrofits. Funding is provided by Blueprint's 80% share of the Sales Tax Extension dedicated to the agency.

This project is for remapping the Federal Emergency Management Flood Insurance Rate Maps for the Target Planning Area and the west Gum Creek Tributary. The remapping follows completion of the Capital Circle NW project due to its substantial influence on drainage.

The Westside Stormwater model contract was awarded in FY 2018. The model and report were completed in May 2019. Map adoption will coincide with the Northwest Florida Water Management District effort in May 2020. 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 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	12,962	400,000	157,358	0	0	0	0	0	0	412,962
	12,962	400,000	157,358	0	0	0	0	0	0	412,962

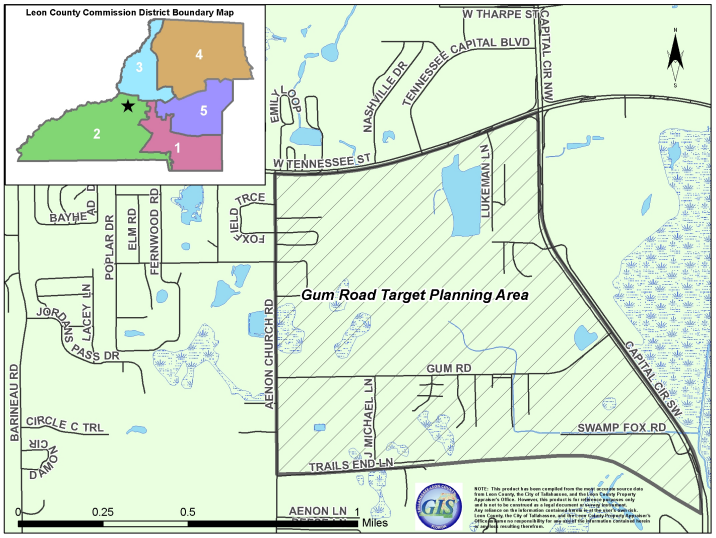
Policy/Comprehensive Plan Information

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 2020 - 2024 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 Florida Department of Environmental Protection (FDEP), Springs Restoration program and required 50% matching funds from the County. 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 anticipated for completion in FY 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 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
125 Grants	2,868,731	0	0	0	0	0	0	0	0	2,868,731
305 Capital Improvements	0	1,100,000	541,077	0	0	0	0	0	0	1,100,000
309 Sales Tax - Extension	44,330	1,986,268	602,531	0	0	0	0	0	0	2,030,598
	2,913,061	3,086,268	1,143,608	0	0	0	0	0	0	5,999,329

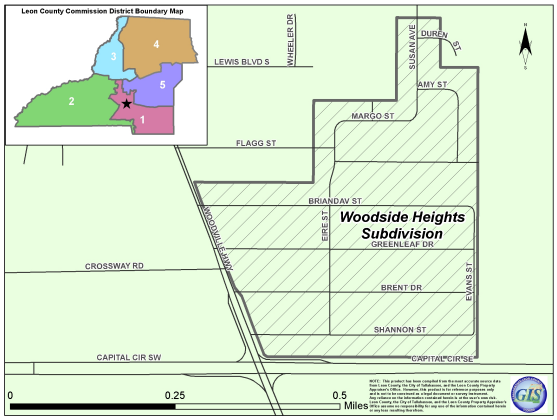
Policy/Comprehensive Plan Information

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 2020 - 2024 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 Initiative:	**EN1, EN2**

Project Description/Justification

During the development of the grant agreements and discussion of future projects, priorities, and a shared desire to improve water quality in our region, the Florida Department of Environmental Protection (FDEP) proposed an ongoing financial partnership whereby the state would prioritize and match local funds for future Leon County projects. As a result, staff developed a tentative seven-year improvement plan that continues to implement the County's commitment for water quality and springs protection projects in Leon County. The local match for the future water quality grants is anticipated to be made through the County's share of the $42.5 million Blueprint 2020 Water Quality and Stormwater Improvement allocation. The "Tentative Leon County Water Quality and Springs Protection Improvement Plan" is estimated to result in the leveraging of an additional $20.4 million in state matching grants through FY 2024.

This project will provide the design of the central sanitary sewer collection system in the northern half of the Woodville Rural Community, the design of the transmission system connecting to the City of Tallahassee's system and the purchase of the required lift station sites. An estimated 1,000 septic tanks will be removed as part of this project. The project implements the Upper Wakulla River Basin Management Action Plan to reduce nitrogen loadings to Wakulla Springs by designing central sewer for the Woodville Rural Community. This is a 50/50 grant match funded project with the match funding being provided by the County. Subsequent funding will be pursued for construction of the collection and transmission system being designed under this Phase of the Woodville Septic to Sewer Project. The Actual design started in February 2019. Pursuant to the preliminary project schedule, the final design should be completed in January 2021.

The Florida Department of Environmental Protection anticipates being able to provide Leon County additional grant funding to complete the construction of the central sanitary sewer collection system. Out year funding in FY 2023 and FY 2024 is anticipated County matching funds from the County's share of the Blueprint 2020 Water Quality and Stormwater Improvement sales tax extension projects.

Strategic Initiative

Implement the adopted Basin Management Action Plan (BMAP) for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment. (2016-13)

Reduce nitrogen impacts in the Primary Springs Protection Zone by identifying cost effective and financially feasible ways including, develop a septic tank replacement program. (2016-23A)

Financial Summary

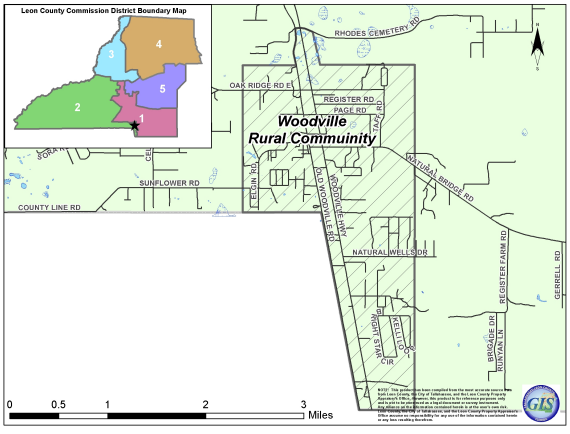
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
125 Grants	0	1,500,000	415,338	0	0	0	0	0	0	1,500,000
305 Capital Improvements	540	1,500,000	803	0	0	0	0	0	0	1,500,540
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	0	0	0	2,125,000	2,125,000	4,250,000	4,250,000
	540	3,000,000	416,141	0	0	0	2,125,000	2,125,000	4,250,000	7,250,540

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 2020 – 2024 Capital Improvement Program

Transportation

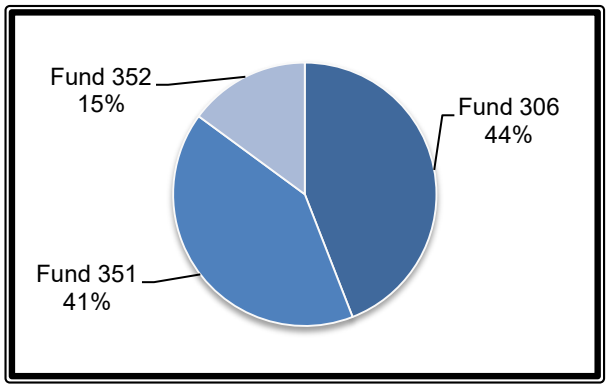
Overview

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 2020 include Arterial/Collector and Local Road Resurfacing, Sidewalk Program, Maylor Road Improvements, Community Safety & Mobility, Open Graded Hot Mix Maintenance & Resurfacing, and Livable Infrastructure for Everyone (L.I.F.E.) projects.

Funding Sources

Chart 25.8 illustrates 44% or ($3,658,708) of the Gas Tax (Fund 306) funds the FY 2020 transportation budget. The Sales Tax Extension (Fund 351) funds 41% ($3,402,900) and Sales Tax Extension (Fund 352) funds the remaining 15% ($1,237,500) for L.I.F.E. projects.

Chart 25.8
FY 2020 Transportation Projects by Funding Source



Managing Divisions

Table 25.13 shows Engineering Services will manage 86% of the FY 2020 Transportation capital improvement projects. Fleet Management will manage 1 project and Public Works - Operations will manage 2 projects, or the remaining 14% of the FY 2020 Transportation projects.

Table 25.13
FY 2020 Transportation Projects by Managing Division

Managing Division	# of Projects	FY 2020 Budget
Engineering Services	18	$7,134,908
Public Works - Operations	2	$735,200
Fleet Management	1	$429,000
Total	**21**	**$8,299,108**

Operating Budget Impacts

Table 25.14 shows the estimated impacts that some Transportation projects will have on the operating budget. Impacts are shown in the fiscal year which they are anticipated to begin as well as the out-years that are affected by additional operating costs. These impacts are only estimates and subject to change.

Table 25.14 Transportation Operating Budget Impacts

Project	Project #	FY 2020 Estimate	FY 2021 Estimate	FY 2022 Estimate	FY 2023 Estimate	FY 2024 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 2020 – 2024 Capital Improvement Program

Transportation Index

Page	Project	#	FY 2018 Life to Date	FY 2019 Adj Budget	FY 2020 Budget	FY20-FY24 Total	Project Total
25-114	2/3rds Tower Oaks Private Road Paving	057917	14,673	580,148	-	-	594,821
25-115	Arterial & Collector Roads Pavement Markings	026015	1,015,408	171,435	135,200	676,000	1,862,843
25-116	Arterial/Collector and Local Road Resurfacing	056001	43,942,949	3,520,350	2,802,900	17,666,050	65,129,349
25-117	Community Safety & Mobility	056005	8,681,918	1,453,274	-	-	10,135,192
25-118	Intersection and Safety Improvements	057001	8,672,697	4,442,028	345,850	2,345,850	15,460,575
25-119	L.I.F.E. 2/3 Match Program	091008	-	-	-	100,000	100,000
25-120	L.I.F.E. Rural Road Safety Stabilization	091003	-	-	175,000	925,000	925,000
25-121	L.I.F.E. Street Lighting	091005	-	-	125,000	625,000	625,000
25-122	Magnolia Drive Multi-Use Trail	055010	2,995,024	5,537,504	-	-	8,532,528
25-123	Maylor Road Accessibility/Stormwater Improvements	065005	-	-	481,250	3,220,750	3,220,750
25-124	N. Florida Fairgrounds Road Milling and Resurfacing	051009	-	-	-	220,000	220,000
25-125	Old Bainbridge Road Safety Improvements	053007	-	525,071	-	-	525,071
25-126	Open Graded Hot Mix Maintenance and Resurfacing	026006	13,847,218	1,428,503	600,000	3,000,000	18,275,721
25-127	Public Works Design and Engineering Services	056011	350,060	100,000	100,000	500,000	950,060
25-128	Public Works Vehicle & Equipment Replacement	026005	11,217,887	1,295,602	429,000	3,923,000	16,436,489
25-129	Sidewalk Program	056013	3,258,016	4,244,076	1,484,908	12,071,166	19,573,258
25-130	Smith Creek Bike Lane Phase I	052004	-	110,000	-	-	110,000
25-131	Smith Creek Bike Lane Phase II	052005	-	134,205	-	-	134,205
25-132	Springhill Road Bridge Rehabilitation	051008	-	350,500	-	-	350,500
25-133	Street Lights Program - Unincorporated Areas	057013	37,066	337,934	-	-	375,000
25-134	Transportation and Stormwater Improvements	056010	838,938	4,005,556	1,620,000	4,144,500	8,988,994
	Transportation Total		**$94,871,854**	**$28,236,186**	**$8,299,108**	**$49,417,316**	**$172,525,356**

*The Capital Improvement projects highlighted are fully funded in FY 2019. It is anticipated that these projects will be carryforward into the next fiscal year.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

2/3rds Tower Oaks Private Road Paving

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**057917**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**Q3**

Project Description/Justification

This project is for upgrades to the existing roads and replacement of the existing sidewalks, together with improvements to the stormwater control and drainage system associated with the roads in the Tower Oaks Subdivision, an 81 lot single family residential subdivision located in northwest Leon County along the north side of Tower Road. Design was completed in FY 2019. Utility coordination and the resolution of easement/right of way encroachments will continue in FY 2020. One hundred percent (100%) of all right way that is needed for the project must be donated to the County before the County can commence construction of the improvements.

The initial cost estimate for the improvements is $594,821, which will ultimately be borne by property owners through a special assessment upon those abutting parcels that are determined by the County to receive a special benefit from the improvements. The County will advance fund the cost of the project, once the project is complete a special assessment will be levied, which will allow the property owners to pay for the improvements over a period of time.

Strategic Initiative

N/A

Financial Summary

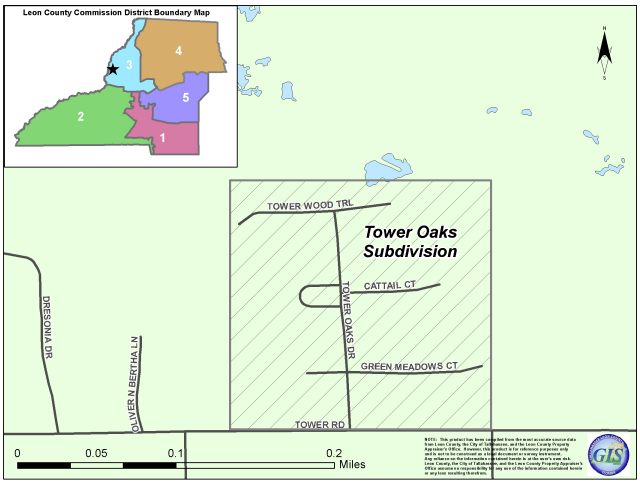
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	14,673	580,148	44,376	0	0	0	0	0	0	594,821
	14,673	580,148	44,376	0	0	0	0	0	0	594,821

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 2020 - 2024 Capital Improvement Program

Arterial & Collector Roads Pavement Markings

Dept/Div:	**Public Works - Operations**	Comp Plan CIE Project:	**N/A**
Project #:	**026015**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project allows for the refurbishing of long line thermoplastic on the County's Arterial and Collector Road System. Due to annual resurfacing and reconstruction projects, the number of roads with thermoplastic markings has increased substantially.

Public Works has increased refurbishing pavement markings on approximately 10 miles of arterial and collector roads annually. This change allows for refurbishing of aging thermoplastic markings in a more timely manner and improves the coordination between asphalt resurfacing and thermoplastic refurbishing activities.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
306 Transportation	1,015,408	171,435	0	135,200	135,200	135,200	135,200	135,200	676,000	1,862,843
	1,015,408	171,435	0	135,200	135,200	135,200	135,200	135,200	676,000	1,862,843

Policy/Comprehensive Plan Information

Florida Statute 336 - requires that local governments maintain infrastructures within their jurisdictions

Operating Budget Impact

N/A

Roads Pavement Markings

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Arterial/Collector and Local Road Resurfacing

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**056001**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for the annual resurfacing of part of the County's arterial/collector road and local road systems.

The County is responsible for the general superintendence and control of the County roads and structures. There are approximately 252 miles of arterial/collector roads in the County system in addition to approximately 340 miles of local roads. At this funding level, it can be expected that all arterial/collector roads will be resurfaced on a 25 year frequency while the local roads will be resurfaced based on the condition ratings and available funding each year.

This project 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.

Strategic Initiative

N/A

Financial Summary

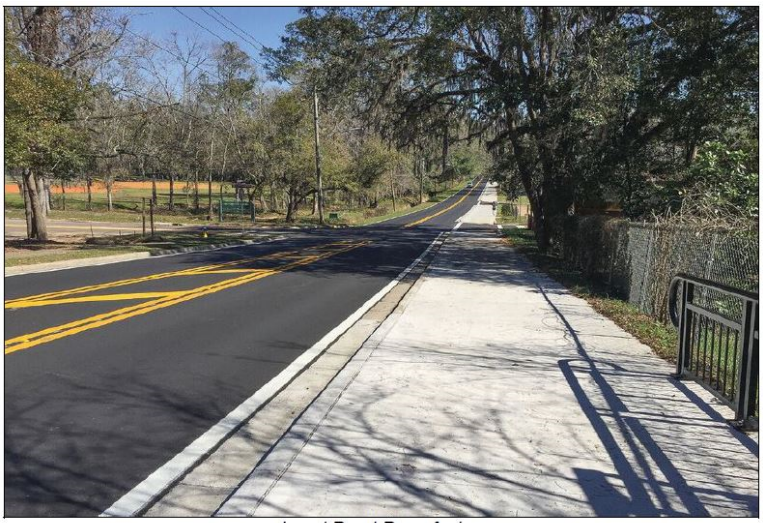
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
306 Trans. Improvements	816,081	0	0	0	0	0	0	0	0	816,081
308 Sales Tax	27,559,211	0	0	0	0	0	0	0	0	27,559,211
309 Sales Tax - Extension	15,567,657	3,520,350	983,627	0	0	0	0	0	0	19,088,007
351 Sales Tax - Extension	0	0	0	2,802,900	3,574,000	3,667,100	3,762,100	3,859,950	17,666,050	17,666,050
	43,942,949	3,520,350	983,627	2,802,900	3,574,000	3,667,100	3,762,100	3,859,950	17,666,050	65,129,349

Policy/Comprehensive Plan Information

Florida Statute 336.02 - Responsibility for County road systems and structures within the County's jurisdiction.

Operating Budget Impact

N/A



Local Road Resurfacing

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Community Safety & Mobility

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**056005**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EN4, Q6**

Project Description/Justification

This project is for the planning, design, and construction of sidewalks, bikeways, and traffic calming devices. Upon special approval from the Board, it can also be used to acquire rights-of-way necessary for the construction of these facilities. On May 12, 2015, the Board approved the revised Sidewalk Eligibility Criteria and Implementation Policy and the Safe Routes to Schools and Community Sidewalk Enhancements Tier Prioritization Lists.

Current funding for this project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County. Future funding for this program will shift to the Sidewalk Program capital project on page 25-133, which is funded by the 2nd Sales Tax Extension (Blueprint 2020) in January 2020.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
125 Grants	36,221	0	0	0	0	0	0	0	0	36,221
306 Transportation	479,705	0	0	0	0	0	0	0	0	479,705
308 Sales Tax	1,053,999	0	0	0	0	0	0	0	0	1,053,999
309 Sales Tax - Extension	7,111,993	1,453,274	161,378	0	0	0	0	0	0	8,565,267
	8,681,918	1,453,274	161,378	0	0	0	0	0	0	10,135,192

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 2020 - 2024 Capital Improvement Program

Intersection and Safety Improvements

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**057001**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EC1**

Project Description/Justification

This project is for the improvement of intersections throughout the County in order to maintain safe and efficient operations. Intersection improvements can also have significant impacts on the capacity of road sections as it relates to concurrency management. This project funds intersection improvements according to a prioritized list approved by the Board in 2000. Annually, County intersections are assessed and recommendations are made to the Board for improvements. Occasionally, projects can be coordinated with improvements being performed by other governmental agencies such as the Florida Department of Transportation (FDOT) and the City of Tallahassee to reduce the long-term costs to the County. Intersection improvements that have significant costs or other impacts are typically established as an independent project and are not included in this project.

Intersection improvements currently in design:
Blair Stone/Old St. Augustine, North Monroe Street/Crowder, Old Bainbridge/Portland, Harpers Ferry/Centerville

Future intersection improvements to be addressed in response to concurrency requirements:
Old Bainbridge/Capital Circle NW

Intersection improvements completed:
Rhoden Cove/Meridian, Geddie & US 90, Aenon Church & SR 20, Medallion Way/Buck Lake Road, Geddie & SR 20 Signalization, Dempsey Mayo Road/Emerald Chase

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 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
125	Grants	369,139	13,121	0	0	0	0	0	0	0	382,260
306	Transportation	451,465	0	0	345,850	0	0	0	0	345,850	797,315
308	Sales Tax	7,679,380	4,428,907	1,831	0	0	0	0	0	0	12,108,287
309	Sales Tax - Extension	172,713	0	0	0	0	0	0	0	0	172,713
351	Sales Tax - Extension 2020	0	0	0	0	500,000	500,000	500,000	500,000	2,000,000	2,000,000
		8,672,697	4,442,028	1,831	345,850	500,000	500,000	500,000	500,000	2,345,850	15,460,575

Policy/Comprehensive Plan Information

Comprehensive Plan Reference: TRAFFIC FLOW AND EFFICIENCY: Objective 1.5: [T] Improve the safety and preserve the integrity of the arterial and collector street system with an effective access management and traffic signal control program and with the use of traffic operations features to maximize the capacity of the existing street system.

Florida Statute 336.02 - Responsibility for county road systems and structures within the county's jurisdiction.

Operating Budget Impact

Operating impacts are for the maintenance of new signals by the City of Tallahassee under the existing interlocal agreement. These costs are addressed in Public Works - Operations operating budget. Pavement enhancements at intersections are negligible additions to the pavement maintenance program. Any associated stormwater treatment facilities maintenance costs are budgeted in the operating budget of the Division of Operations.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

L.I.F.E. 2/3 Match Program

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**091008**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**New Project**	Strategic Initiative:	**Q5, Q6**

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

The County's 2/3 Roadway Improvement Program provides a mechanism through which Leon County, working in conjunction with local neighborhoods, can assist property owners residing on private roads and in private neighborhoods with the design, construction and financing of infrastructure improvements, such as roads and stormwater drainage facilities. In doing so, the County fronts the costs associated with the infrastructure improvements and allows residents to repay the County over time through a special assessment levied on the property taxes. A completed project brings infrastructure up to County standards, and in addition, the County takes over maintenance into perpetuity.

The 2/3 program requires that two-thirds of the owners of two-thirds of the property abutting on any road, or any continuous portion, or any groups of roads within the unincorporated area of the county, present a signed petition to the Board of County Commissioners, requesting that their properties be evaluated for improvements and if granted, these improvements are assessed on their properties.

The L.I.F.E. Policy provides specific eligibility criteria for project assistance under the 2/3 Program, which includes a sliding scale based on income level to determine the County's financial contribution to repair or resurface a private road. Funding is set aside as a matching program for eligible projects.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension	0	0	0	0	0	0	100,000	0	100,000	100,000
	0	0	0	0	0	0	100,000	0	100,000	100,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

L.I.F.E. Rural Road Safety Stabilization

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**091003**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**New Project**	Strategic Initiative:	**Q5, Q6**

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

The unincorporated area of Leon County contains over 350 miles of private dirt roads encompassing various segments that are not properly maintained. While road conditions often deteriorate over time without maintenance, in certain situations dirt roads have deteriorated to the point of causing safety concerns for emergency vehicles with limited accessibility due to washed-out roads with unstable sand/clay, impassable depths, or wheel-path width. Extreme weather and climate conditions such as recent hurricanes, tropical storms, torrential rains, and prolonged periods without rain each accelerate the unique challenges in navigating dirt roads when they are not adequately maintained.

During the June 18, 2019 Budget Workshop, the Board approved the L.I.F.E. Rural Road Safety Stabilization Program Policy to assist financially-restricted property owners in restoring unsafe and inadequately maintained private dirt roads. During the June 18, 2019 Budget Workshop, the Board approved the L.I.F.E. Rural Road Safety Stabilization Program Policy to assist financially-restricted property owners in restoring unsafe and inadequately maintained private dirt roads. To be eligible for a Rural Road Improvement project, 60% of the property owners abutting the rural road proposed for improvement must be deemed to be a low-income household. Property owners abutting the project area will be required to complete a Household Income Certification form as part of the application process for purposes of income verification.

The Board approved allocation of $175,000 for FY 2020 through FY 2022 (and increasing to $200,000 in FY 2023 and FY 2024) for a total of almost $1.0 million in L.I.F.E. funding over a five-year period. Based on a review by Public Works Engineering staff, many of these dirt roads are less than a mile in length. Given the funding allocation, staff anticipates stabilizing three to four miles a year or approximately 15 to 20 miles over the five-year period. Due to funding availability, the program will only provide a one-time improvement within a specific project boundary. This program is specifically tailored to utilize in-house resources at Public Works to repair unsafe dirt roads as it would not be feasible to resurface privately owned paved roads throughout the County. The County will begin accepting accepting requests for the L.I.F.E. Rural Road Safety Stabilization Program in the fall of 2019, with improvements anticipated to begin in January 2020.

Strategic Initiative

N/A

Financial Summary

	Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
352	Sales Tax - Extension 2020 JPA Agreement	0	0	0	175,000	175,000	175,000	175,000	175,000	875,000	875,000
		0	0	0	175,000	175,000	175,000	175,000	175,000	875,000	875,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

L.I.F.E. Street Lighting

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**091005**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**New Project**	Strategic Initiative:	**Q3**

Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 provides funding for Livable Infrastructure for Everyone (LIFE) projects. The LIFE projects are an allocation of 2% of the Blueprint 2020 Sales Tax Extension funding. LIFE projects will address Leon County rural area basic infrastructure needs.

Over the past several years, the County has seen a continued rise in citizen requests for street lights in unincorporated areas. To maximize the benefit of the County's limited resources and enhance public safety through increased visibility for both drivers and pedestrians, in 2017 the Board adopted Policy No. 17-2, "Street Lighting Eligibility Criteria and Implementation" which provides specific criteria for the placement of street lights in the unincorporated area on County roads and intersections. The street lighting program is currently funded at $125,000 per year in the County's five-year Capital Improvement Program, which supports approximately three to four street lighting projects per year. Beginning in FY 2020, funding for the County's street lighting program will be supported through L.I.F.E. funded at $125,000 per year. Specific street lighting projects continue to be developed consistent with the policy, and a status report is provided to the Board annually of proposed projects as part of the L.I.F.E. CIP.

Strategic Initiative

Increase safety in the unincorporated area through the development of a new street lighting program and evaluation of the need for additional signage. (2017-09)

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	125,000	125,000	125,000	125,000	125,000	625,000	625,000
	0	0	0	125,000	125,000	125,000	125,000	125,000	625,000	625,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Magnolia Drive Multi-Use Trail

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**055010**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**Q5, Q6**

Project Description/Justification

This project is for the implementation of the Magnolia Drive Multiuse Trail. Magnolia Drive is a County-maintained major collector roadway, which the County is responsible for construction of sidewalk improvements. The roadway is also a key pedestrian and bicycle corridor listed in the Regional Mobility Plan as well as the Safe Routes to School document. This project will be completed in seven phases. Based on the citizen's input, the Intergovernmental Agency (Blueprint) approved the modified design approach, multi-use trail typical section and underground electric. Some of the phases will be combined for construction, however construction may not occur sequentially.

With the exception of Phase 6, all projects are currently under design for underground electric and a redesign of the multi-use trail.

Phase 1 - South Meridian Road to Pontiac Drive
Phase 2A - Pontiac Drive to east of Alban Avenue (includes Traffic Signal installation at Jim Lee Road and Magnolia Drive)
Phase 2B - East of Alban Avenue to Diamond Street
Phase 3 - Diamond Street to Apalachee Parkway
Phase 4 - Multiuse Trail from South Meridian Road to South Monroe Street
Phase 5 - (combined with Phase 3) Continuation of Multiuse Trail from Chowkeebin Nene to Apalachee Parkway
Phase 6 - Streetscape from South Monroe to South Adams - sidewalks on both sides (Completed in Fall 2017)

Strategic Initiative

N/A

Financial Summary

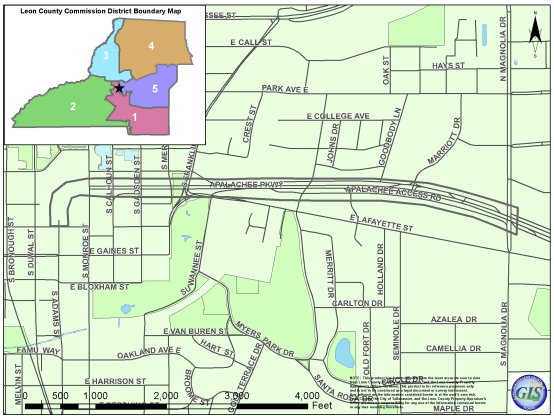
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
125 Grants	2,830,950	5,338,174	95,680	0	0	0	0	0	0	8,169,124
309 Sales Tax - Extension	164,074	199,330	0	0	0	0	0	0	0	363,404
	2,995,024	5,537,504	95,680	0	0	0	0	0	0	8,532,528

Policy/Comprehensive Plan Information

Sidewalk Policy

Operating Budget Impact

N/A



Magnolia Drive near South Meridian Road

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Maylor Road Accessibility/Stormwater Improvements

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**065005**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**New Project**	Strategic Initiative:	**Q3**

Project Description/Justification

After a series of storm events in December 2018 and January 2019, a portion of Maylor Road was overtopped by stormwater. This project is to ensure accessibility of Maylor Road based on the recorded high-water elevation and mitigate yard flooding when feasible. It is anticipated that the project will include elevating portions of the roadway and evaluating suitable areas to provide additional flood storage within the closed basin. Preliminary engineering analysis and design services will occur in FY 2020. Construction is anticipated to begin in FY 2021. This project is aligned with the Quality of Life priority providing essential public safety infrastructure (Q3).

Strategic Initiative

N/A

Financial Summary

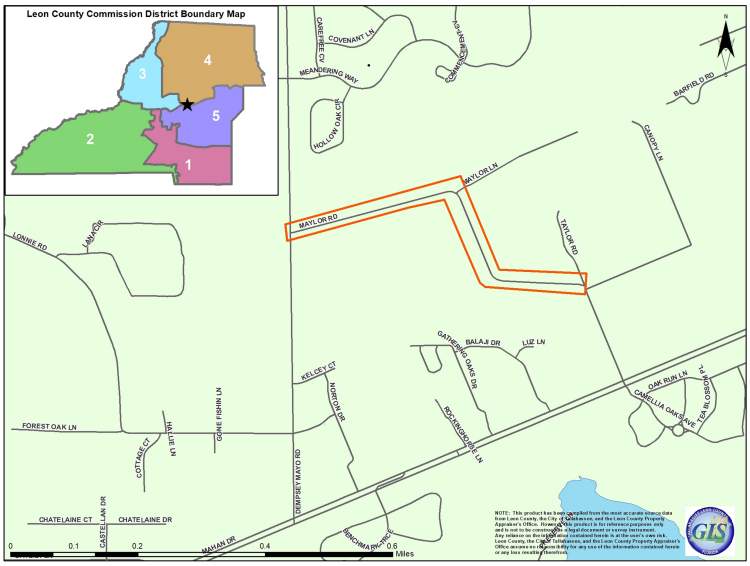
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
306 Transportation	0	0	0	481,250	2,739,500	0	0	0	3,220,750	3,220,750
	0	0	0	481,250	2,739,500	0	0	0	3,220,750	3,220,750

Policy/Comprehensive Plan Information

This project will raise the level of Service required in the Comprehensive Plan (Policy 1.5.2)

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

N. Florida Fairgrounds Road Milling and Resurfacing

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**051009**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**New Project**	Strategic Initiative:	**Q3, EC1**

Project Description/Justification

This project restores the asphalt roads inside North Florida Fairgrounds. As specified in the lease agreement with the North Florida Fairgrounds, the County is required to maintain the internal roads on the fairgrounds. The internal service roads inside the Fairground have aged after many years of service. The asphalt surface has cracks and deteriorations. In August 2016, the Fairgrounds Property Manager requested the County assist in the road repair inside the North Florida Fairgrounds. The Operations Division completed the pot hole patching work shortly after receipt of the request in 2016. Upon further inspections of the roads, it was determined that the internal roads needs to be resurfaced.

Strategic Initiative

(Q3) Provide essential public safety infrastructure and services and (EC1)to maintain the public infrastructure which supports business at the Fairgrounds.

Financial Summary

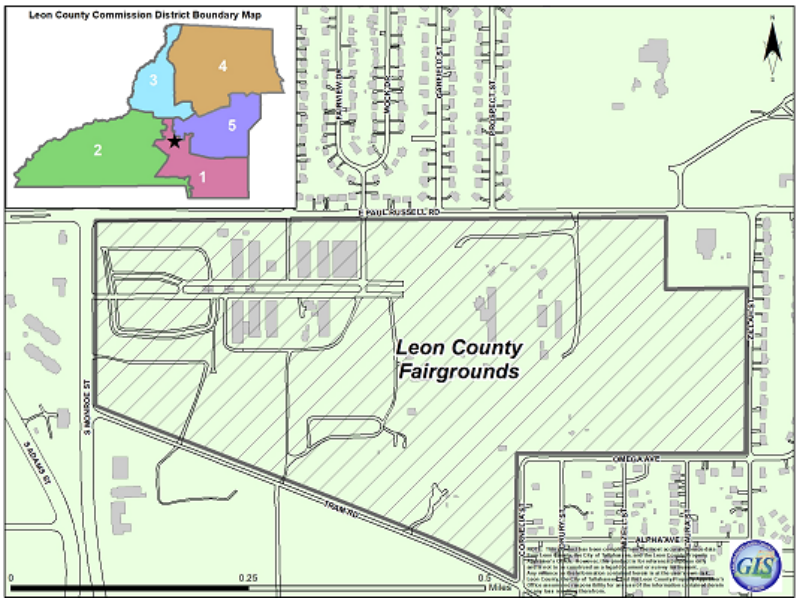
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	0	220,000	0	0	0	220,000	220,000
	0	0	0	0	220,000	0	0	0	220,000	220,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 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 - Carryforward**	Strategic Initiative:	**EC1**

Project Description/Justification

This project is for safety improvements along Old Bainbridge Road. The existing roadway is a two-lane, two-way paved County collector road and has two 11' lanes with minimum or no shoulders in some areas. The roadway currently has no sidewalks, median, bike lanes, or street lighting. This project is supported by Federal Highway Administration (FHWA) Highway Safety Improvement grant funds through Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreements. The project will be completed in three segments.

The first segment addresses lane departure type crashes along Old Bainbridge Road, near the vicinity of Knots Lane. The proposed countermeasures include minor shoulder payment, new signage, upgraded pavement markings, and delineators. FHWA Highway Safety Improvement grant funding of $54,231 was made available in FY 2017 for the design and $130,647 in FY 2019 for construction and construction engineering inspection. The project design has been completed. Construction is anticipated for completion in Spring 2020.

The second segment covers approximately 3.7 miles of the roadway from US 27 to the Gadsden County line, which is outside the Canopy Road Protection Zone. Potential improvements include limited shoulder widening at selected sharp curves, advanced warning signage, upgraded pavement markings, and delineators. FHWA Highway Safety Improvement grant funding of $48,750 was made available in FY 2018 for the design, and $521,400 for construction in FY 2019. Construction is anticipated for completion in Spring 2020.

The third segment is from I-10 to Capital Circle NW. This segment of the roadway is approximately 4.1 miles long and is inside the Canopy Road Protection Zone. The wet conditions associated with flooding after storms increases the hazardous conditions of this section of roadway. Proposed countermeasures include minor shoulder pavement, limited piping of steep ditches directly adjacent to the edge of pavement, new signage, upgraded pavement markings, delineators, and shielding of obstructions in limited circumstances. FHWA Highway Safety Improvement grant funding of $74,974 was made available in FY 2019 for design, and $330,000 for construction will be budgeted upon future LAP Agreement execution. Design is anticipated for completion in Winter 2019.

Strategic Initiative

N/A

Financial Summary

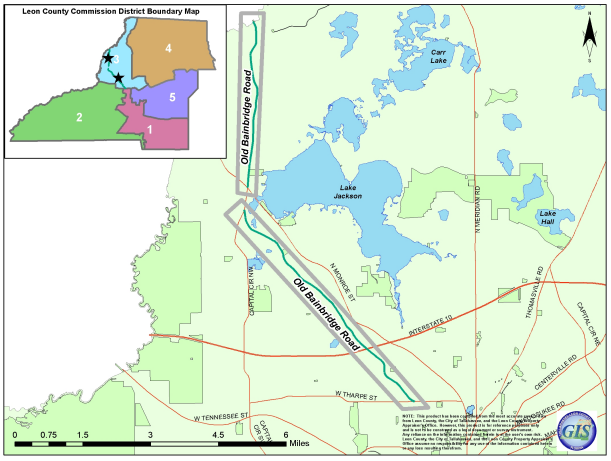
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
125 Grants	0	830,092	100,503	0	0	0	0	0	0	830,092
306 Transportation	0	422,000	0	0	0	0	0	0	0	422,000
	0	1,252,092	100,503	0	0	0	0	0	0	1,252,092

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 2020 - 2024 Capital Improvement Program

Open Graded Hot Mix Maintenance and Resurfacing

Dept/Div:	**Public Works - Operations**	Comp Plan CIE Project:	**N/A**
Project #:	**026006**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project provides funding for materials and contract services associated with asphalt maintenance on Leon County's Open Grade Mix roadways. As Open Grade Mix roads age, it can be anticipated that these older roads will require a higher degree of maintenance (i.e. patching and rejuvenation) than in recent years. It can further be anticipated that some of these roads will require resurfacing. Additionally, permitting requirements on the County's Open Grade Mix roads require that porosity within the Open Grade may be maintained by either hydro-cleaning or other maintenance methods. To meet these needs, funding is required for both routine maintenance and scheduled resurfacing of Open Grade Mix roads.

This project is funded by the 10% share of the 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 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
306 Transportation	415,986	0	0	0	0	0	0	0	0	415,986
308 Sales Tax	12,314,221	0	0	0	0	0	0	0	0	12,314,221
309 Sales Tax - Extension	1,117,011	1,428,503	815,873	0	0	0	0	0	0	2,545,514
351 Sales Tax - Extension 2020	0	0	0	600,000	600,000	600,000	600,000	600,000	3,000,000	3,000,000
	13,847,218	1,428,503	815,873	600,000	600,000	600,000	600,000	600,000	3,000,000	18,275,721

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 2020 - 2024 Capital Improvement Program

Public Works Design and Engineering Services

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**056011**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EC1, EN1**

Project Description/Justification

This project is for the design and engineering services that occur routinely throughout the year for transportation and stormwater projects.

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	350,060	100,000	19,860	100,000	100,000	100,000	100,000	100,000	500,000	950,060
	350,060	100,000	19,860	100,000	100,000	100,000	100,000	100,000	500,000	950,060

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A

Public Works Design and Engineering Services

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Public Works Vehicle & Equipment Replacement

Dept/Div:	**Fleet Management**	Comp Plan CIE Project:	**N/A**
Project #:	**026005**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**G2**

Project Description/Justification

This project is for the replacement of Public Works vehicles and equipment. Surplus sales are estimated to generate $38,500. The following is the FY 2020 replacement schedule:

Department	Year/Make Description	Mileage/Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
Engineering	2009 Ford Ranger	86,053	$18,354	$14,155	$31,000
Operations	1982 Scarbouough Seeder	N/A	$7,272	$13,315	$75,000
Operations	2008 Massey Ferguson Tractor	2,620	$45,000	$44,445	$62,000
Operations	2009 Ford F-450	132,984	$56,249	$37,187	$77,000
Operations	2010 Anderson Trailer	N/A	$15,278	$9,486	$22,000
Operations	2010 Massey Ferguson Tractor	3,787	$48,399	$62,074	$62,000
Operations	2011 Massey Ferguson Tractor	2,780	$43,984	$68,503	$62,000
Operations	2012 Anderson Trailer	N/A	16,403	$10,370	$22,000
Operations	2012 Bush Hog Mower	N/A	$14,300	$14,268	$16,000

Strategic Initiative

N/A

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
306 Transportation	11,217,887	1,295,602	1,063,752	429,000	1,260,000	734,000	750,000	750,000	3,923,000	16,436,489
	11,217,887	1,295,602	1,063,752	429,000	1,260,000	734,000	750,000	750,000	3,923,000	16,436,489

Policy/Comprehensive Plan Information

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

Operating Budget Impact

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

Public Works Vehicle & Equipment Replacement

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Sidewalk Program

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**056013**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EN4, Q6**

Project Description/Justification

This project is for the planning, design, and construction of sidewalks. The sidewalk network is to safely and conveniently connect individual residences to schools, shopping and recreations, as well as to the collector and arterial roads where transit is provided. The sidewalks are identified in the County priority list.

At the July 8, 2013 FY 2014 Budget Workshop, the Board approved levying the additional five-cent gas tax. Subsequently, during the September 10, 2013 meeting, the Board directed staff to allocate the FY 2014 gas tax revenue 50/50 between transportation operating expenditures and capital expenditures. Subsequently, at the April 23, 2019 Budget Workshop, the Board approved a Multi-Year Fiscal Plan which reallocates $1.0 million of the gas tax revenue to fix chronic flooding problems on County Roads exposed to storms. As outlined at the workshop, beginning in FY 2020, $920,000 from the Blueprint 2020 sales tax will be provided to the County for sidewalk construction. This amount will increase to $1.25 million per year beginning in FY 2021 when the new sales tax is in effect for a full year.

In November 2014, Leon County residents approved a referendum providing a second extension of the 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 set aside $50 million (50/50 County and City) of sales tax extension revenue for County/City Sidewalk Projects funding.

On May 12, 2015, the Board approved the Safe Routes to Schools and Community Sidewalk Enhancements Tier Prioritization Lists. This project is jointly funded with the additional five-cents gas tax and the Blueprint 2020 2nd sales tax extension, which will shift to the 2nd sales tax extension that will take effect January 2020.

As approved in the Multi-year (FY 2019 - FY 2021) fiscal plan, a portion of sidewalk project funding has been realigned for the next two fiscal years (FY 2020 and FY 2021) to address critical stormwater and transportation projects. Sidewalk funding will return to normal levels in FY 2022.

The Community Safety and Mobility capital project on page 25-120 reflects the shift in program funding to the 2nd Sales Tax Extension (Blueprint 2020) in January 2020.

Strategic Initiative

N/A

Financial Summary

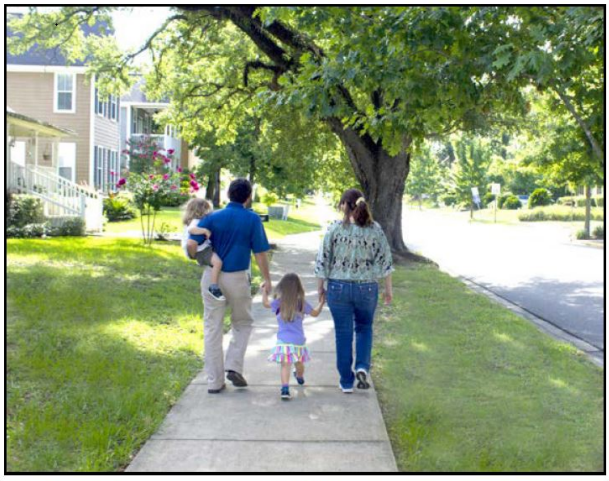
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
306 Transportation	3,258,016	4,244,076	610,133	547,408	586,073	1,625,735	1,666,395	1,708,055	6,133,666	13,635,758
352 Sales Tax - Extension	0	0	0	937,500	1,250,000	1,250,000	1,250,000	1,250,000	5,937,500	5,937,500
	3,258,016	4,244,076	610,133	1,484,908	1,836,073	2,875,735	2,916,395	2,958,055	12,071,166	19,573,258

Policy/Comprehensive Plan Information

Sidewalk Policy

Operating Budget Impact

N/A



Sidewalk

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Smith Creek Bike Lane Phase I

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**052004**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EC1**

Project Description/Justification

This project is for the design of bicycle lanes on a portion of Smith Creek Road to enhance and promote the safe use of non-motorized transportation alternatives to access the Apalachicola National Forest. Smith Creek Road is a paved two-lane roadway that extends 8.3 miles from its intersection with State Road 20 south to the Wakulla County line. The roadway is currently 22 feet wide and paved with asphalt. The Phase I design project scope is to add 5-foot paved bike lanes on both sides of the road and to overlay/restripe approximately 1.3 miles of the roadway beginning at the State Road 20 intersection. The Phase II project (Project #052005) will begin at the point the Phase I project design ends and will provide an additional mile of bike lanes. This project is supported by Federal Highway Administration funds through an Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreement. After the completion of the design, an additional LAP Agreement will be executed with FDOT to secure funding for construction.

The design and permitting activities are anticipated for completion by July 2020.

Strategic Initiative

N/A

Financial Summary

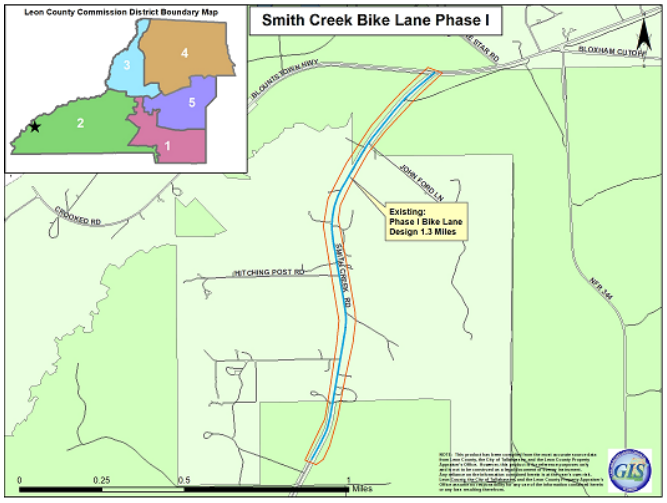
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
125 Grants	0	110,000	0	0	0	0	0	0	0	110,000
	0	110,000	0	0	0	0	0	0	0	110,000

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Smith Creek Bike Lane Phase II

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**052005**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EC1**

Project Description/Justification

This project is for the design of bicycle lanes on a portion of Smith Creek Road to enhance and promote the safe use of non-motorized transportation alternatives to access the Apalachicola National Forest. Smith Creek Road is a paved two-lane roadway that extends 8.3 miles from its intersection with State Road 20 south to the Wakulla County line. The roadway is currently 22 feet wide and paved with asphalt. The Phase II design project scope is to add 5-foot paved bike lanes on both sides of the road and to overlay/restripe approximately one mile of the roadway beginning at the point the Phase I project (Project #052004) design ends. This project is supported by Federal Highway Administration funds through an Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreement. After the completion of the design, an additional LAP Agreement will be executed with FDOT to secure funding for construction.

The design activities are anticipated for completion by July 2020.

Strategic Initiative

N/A

Financial Summary

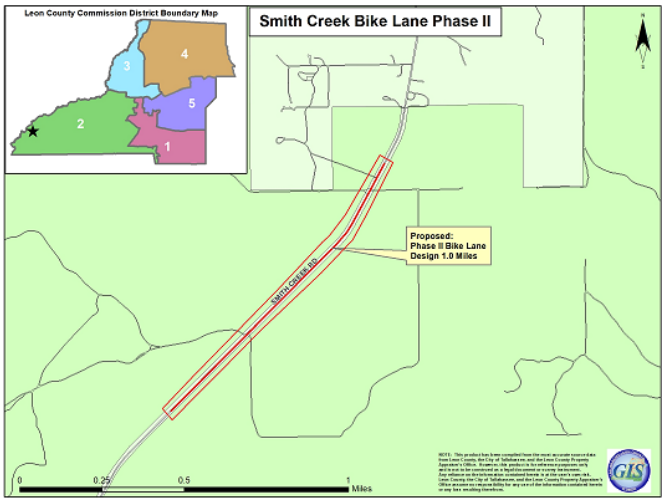
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
125 Grants	0	134,205	9	0	0	0	0	0	0	134,205
	0	134,205	9	0	0	0	0	0	0	134,205

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Springhill Road Bridge Rehabilitation

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**N/A**
Project #:	**051008**	Capital Improvement:	**N/A**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project - Carryforward**	Strategic Initiative:	**EC1**

Project Description/Justification

This project provides rehabilitative repair to Springhill Road Bridge over Munson Slough to ensure the long term safety of this facility. This project will address the noted conditions in the Florida Department of Transportation (FDOT) Bi Annual Bridge Inspection and provide a permanent solution to the deteriorating approaches that have required several emergency repairs in the past two years. Springhill Road Bridge was built in 1949 using timber piles, concrete bents, steel and a concrete superstructure. The bridge spans Munson Slough at the outfall into Lake Henrietta. Currently, the bridge timber piles are showing some deterioration. Additionally, Munson Slough experiences extreme fluctuation of stream elevation. This continual fluctuation has caused weakening of the approaches. The substructure and superstructure are in need of repair to maintain longevity. The replacement of the bridge is contemplated as part of the Blueprint 2020 Southside Gateway project. It is critical that the repairs are done to extend the useful life of the bridge until it is replaced.

Construction will begin Summer 2020 and is anticipated for completion in early FY 2021.

Strategic Initiative

N/A

Financial Summary

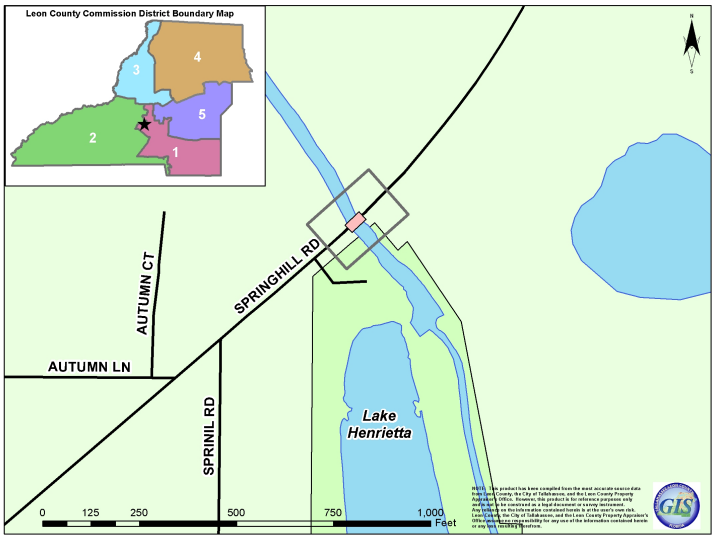
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
306 Transportation	0	350,500	0	0	0	0	0	0	0	350,500
	0	350,500	0	0	0	0	0	0	0	350,500

Policy/Comprehensive Plan Information

N/A

Operating Budget Impact

N/A



Leon County Fiscal Year 2020 - 2024 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 Initiative:	**Q3**

Project Description/Justification

This project is for the placement of street lights in the unincorporated areas on County roads and intersections.

On February 7, 2017, the County adopted the Street Lighting Eligibility Criteria and Implementation Policy and approved a list of projects for implementation. An annual budget of $125,000 was established for an estimated three to four projects per year for various types of roadways that may warrant the placement of street lights by the County. Starting in FY 2020, the funding source for the Street Lights Program will be funded through the Blueprint 2020 Livable Infrastructure for Everyone (LIFE) Program, see page 25-137.

Strategic Initiative

Increase safety in the unincorporated area through the development of a new street lighting program and evaluation of the need for additional signage. (2017-09)

Financial Summary

Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	37,066	337,934	33,450	0	0	0	0	0	0	375,000
	37,066	337,934	33,450	0	0	0	0	0	0	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 added annually.

Leon County Fiscal Year 2020 - 2024 Capital Improvement Program

Transportation and Stormwater Improvements

Dept/Div:	**Engineering Services**	Comp Plan CIE Project:	**No**
Project #:	**056010**	Capital Improvement:	**Stormwater**
Service Type:	**Transportation**	Level of Service Standard:	**N/A**
Status:	**Existing Project**	Strategic Initiative:	**EC1, EN1**

Project Description/Justification

On January 29, 2009, the Board conducted a workshop to address the need for Transportation and/or Stormwater projects to mitigate or alleviate community impacts during and after major storm events. The following is a combination of the Tropical Storm Faye projects (most of which are complete) and stormwater needs identified by citizens and regulatory agencies to alleviate flooding and/or enhance the environment.

Projects Pending Construction:
Centerville Trace Pond Repair

Projects Under Design:
Ben Blvd. Phase II
Frontier Estates Drainage Improvements - Stormwater Model Complete

Scheduled Improvement Projects:
Okeeheepkee Road berm

Completed Projects:
Miccosukee Road Drainage Improvements, Alexandrite Court, Edenfield/Barfield roads, Park Hill, Lakeside Drive, Lawndale Drive, Ben Boulevard Phase 1, Rhodes Cemetery Road, Salamanca/Palencia, Bannerman Road Outfall Facility, Edinburgh Estates, Portsmouth Circle, Timberlake LOMR, Killearn Lakes Unit 3, Autumn Woods, Crump Road Cross Drain Replacement, Southbrook (vegetation monitoring continues)/Otter Creek/ Chadwick Way, Linene Woods Culvert, and Killearn Lakes Units 1, 2 & 3, Okeeheepkee Road Drainage Improvements, Chadwick Way Culvert Upgrade, and Miccosukee at Georgia Intersection Drainage.

Strategic Initiative

N/A

Financial Summary

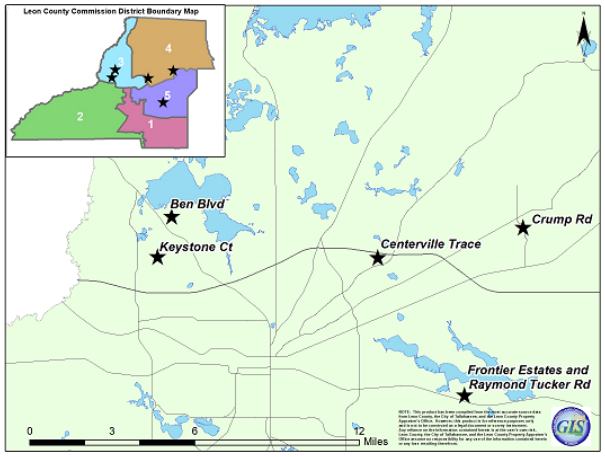
Funding Source	Life To Date FY 2018	Adjusted Budget FY 2019	Year To Date FY 2019	FY 2020 Budget	FY 2021 Planned	FY 2022 Planned	FY 2023 Planned	FY 2024 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	9,372,568	71,826	15,930	0	0	0	0	0	0	9,444,394
306 Transportation	833,138	3,933,730	219,090	1,620,000	674,500	850,000	500,000	500,000	4,144,500	8,911,368
	10,205,706	4,005,556	235,020	1,620,000	674,500	850,000	500,000	500,000	4,144,500	18,355,762

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 2020 Adopted Budget

Appendix

County Charter	26 - 2
Guiding Principles	26 - 10
Summary of County Financial Policies & Ordinances	26 - 11
County Financial Policies & Ordinances	26 - 11
Policy No. 81-1 Industrial Development Revenue Bond Financing	26 - 13
Policy No. 92-4 Accounting & Reporting	26 - 13
Policy No. 92-5 Revenues	26 - 13
Policy No. 93-44 Fiscal Planning	26 - 13
Policy No. 93-46 Dues & Memberships	26 - 14
Policy No. 93-47 Debt Management & Other Investments	26 - 14
Policy No. 97-11 Amending the Budget	26 - 15
Policy No. 98-16 Carry Forward Program	26 - 16
Policy No. 00-1 Financial Advisory Committee	26 - 16
Policy No. 17-4 Leon County Investment Policy	26 - 17
Policy No. 03-08 Landfill Rate Stabilization Reserve	26 - 23
Ordinance No. 06-34 Discretionary Funding Guidelines	26 - 23
Policy No. 07-2 Reserves	26 - 26
Tallahassee-Leon County Comprehensive Capital Improvement Element Goals, Objectives, & Policies	26 - 28
Abbreviations & Acronyms	26 - 47
Budget Terminology	26 - 49
Statistical Summary	26 - 55
Budget Cost Summaries	26 - 60

Note - The Leon County Home Rule Charter was originally enacted by Ord. No. 2002-07 adopted May 28, 2002; to be presented at special election of Nov. 5, 2002. Ord. No. 2002-16, adopted Sept. 10, 2002, repealed Ord. No. 2002-07 in its entirety. Subsequently, Ord. No. 2002-17, adopted Sept. 10, 2002, special election of Nov. 5, 2002; effective Nov. 12, 2002, enacted the Home Rule Charter to read as set out herein.

SECTION 1. - HOME RULE CHARTER

The proposed Home Rule Charter of Leon County, Florida, shall read as follows: PREAMBLE

We, the citizens of Leon County, Florida, united in the belief that governmental decisions affecting local interests should be made locally, rather than by the State, and that County government should be reflective of the people of the County and should serve them in achieving a more responsive and efficient form of government and in order to empower the people of this County to make changes in their own government, do ordain and establish this Home Rule Charter for Leon County, Florida.

ARTICLE I. - CREATION, POWERS AND ORDINANCES OF HOME RULE CHARTER GOVERNMENT

Sec. 1.1. - Creation and general powers of Home Rule Charter government.

The County shall have all powers of self-government not inconsistent with general law, with special law approved by vote of the electors, or with this Charter. The County shall have all county and municipal powers of self-government granted now or in the future by the Constitution and laws of the State of Florida.

Sec. 1.2. - Body corporate, name and boundaries.

Leon County shall be a body corporate and politic. The corporate name shall be Leon County, Florida. The County seat and boundaries shall be those designated by law on the effective date of this Home Rule Charter.

Sec. 1.3. - Construction.

The powers granted by this Home Rule Charter shall be construed broadly in favor of the charter government. The specified powers in this Charter shall not be construed as limiting, in any way, the general or specific power of the government as stated in this article. It is the intent of this article to grant to the charter government full power and authority to exercise all governmental powers necessary for the effective operation and conduct of the affairs of the charter government.

Sec. 1.4. - County purposes.

The County, operating under this Charter, shall have all special powers and duties which are not inconsistent with this Charter, heretofore granted by law to the Board of County Commissioners, and shall have such additional county and municipal powers as may be required to fulfill the intent of this Charter.

Sec. 1.5. - Municipal purposes.

The County shall have all necessary municipal powers to accomplish municipal purposes within the County.

In the event the board of county commissioners levies the municipal public services tax on utilities, any additional recurring or non-recurring fee or charge imposed on a utility relating to the use or occupation of the public rights-of-way shall not exceed what is reasonably necessary to properly monitor and enforce compliance with the county's rules and regulations concerning placement and maintenance of utility facilities in the public rights-of-way.

Sec. 1.6. - Relation to municipal ordinances.

(1) Except as otherwise provided by law or this Charter, municipal ordinances shall prevail over County ordinances to the extent of any conflict within the boundaries of the municipality. To the extent that a county ordinance and a municipal ordinance shall cover the same subject without conflict, then both the municipal ordinance and the county ordinance shall be effective, each being deemed supplemental to the other.

(2) *Minimum Environmental Regulations.* County ordinances shall establish minimum standards, procedures, requirements and regulations for the protection of the environment and shall be effective within the unincorporated and incorporated areas of the County. Such standards, procedures, requirements and regulations shall include, but shall not be limited to, tree protection, landscaping, aquifer protection, stormwater, protection of conservation and preservation features, and such other environmental standards as the Board of County Commissioners determines to be necessary for the protection of the public health, safety, and welfare of the citizens throughout Leon County. Standards shall be designed to place emphasis on supporting healthy natural systems occurring in the environment. However, nothing contained herein shall prohibit a municipality from adopting ordinances, standards, procedures, requirements or regulations establishing a more stringent level of environmental protection within the incorporated area of the County.

(Ord. No. 2010-22, § 1, 8-17-2010)

Sec. 1.7. - Transfer of power.

Whenever a municipality, special district or agency shall request, by a majority vote of the governing body, the performance or transfer of a function to the County, the County is so authorized by a majority vote of the Board of County Commissioners to have the power and authority to assume and perform such functions and obligations. This section does not authorize a transfer in violation of Article VIII, § 4 of the Constitution of Florida.

Sec. 1.8. - Division of powers.

This Charter establishes the separation between legislative and administrative functions of this government. The establishment and adoption of policy shall be the responsibility of the Board of County Commissioners and the execution of that policy shall be the responsibility of the County Administrator.

Sec. 1.9. - Relation to state law.

Special laws of the state legislature relating to or affecting Leon County and general laws of local application which apply only to Leon County, except those laws relating exclusively to a municipality, the school board, or a special district, shall be subject to approval by local referendum to the extent that they are not in conflict with this Charter. All special laws so approved shall become ordinances, and may be subject to amendment or repeal by the Board of County Commissioners.

ARTICLE II. - ORGANIZATION OF COUNTY GOVERNMENT

Sec. 2.1. - Elected Commission and appointed County Administrator form of government.

Leon County shall operate under an elected County Commission and an appointed County Administrator form of government with separation of legislative and executive functions in accordance with the provisions of this Home Rule Charter. The legislative responsibilities and powers of the County shall be assigned to, and vested in, the Board of County Commissioners. The executive responsibilities and power of the County shall be assigned to, and vested in, the County Administrator, who shall carry out the directives and policies of the Board of County Commissioners and enforce all orders, resolutions, ordinances and regulations of the Board, the Charter and all applicable general law to assure that they be faithfully executed.

Sec. 2.2. - Legislative branch.

(1) *The County Commission.* The governing body of the County shall be a Board of County Commissioners composed of seven (7) members serving staggered terms of four (4) years. There shall be one (1) Commissioner elected for each of the five (5) County Commission districts, established pursuant to general law or by ordinance, and they shall be elected by the electors of that district. There shall be two (2) At-large Commissioners elected on a countywide basis by the electors of the County. Elections for all seven (7) members of the County Commission shall be non-partisan. Each candidate for the office of district County Commissioner shall reside within the district from which such candidate seeks election at

the time of qualifying to run for that office, and during the term of office each Commissioner shall reside in the district from which such Commissioner ran for office, provided that any Commissioner whose residence is removed from a district by redistricting may continue to serve during the balance of the term of office.

(2) *Redistricting.* Redistricting of County Commission district boundaries shall be in accordance with general law, changed only after notice and a public hearing as provided by general law.

(3) *Salaries and Other Compensation.* Salaries and other compensation of the County Commissioners shall be established by ordinance, and salary shall not be lowered during an officer's term in office.

(4) *Authority.* The Board of County Commissioners shall exercise all legislative authority provided by this Home Rule Charter in addition to all other powers and duties authorized by general law or special law approved by a vote of the electorate.

(5) *Vacancies.* A vacancy in the office of County Commissioner shall be defined and filled as provided by general law.

(6) *Administrative Code.* The County Commission shall adopt an administrative code in accordance with general law.

(7) *Limitation on Campaign Contributions.* No candidate for any County office for which compensation is paid shall accept any contribution from any contributor, including a political committee, as defined by state law, in cash or in kind, in an amount in excess of $250 per election.

(Ord. No. 2010-21, § 1, 8-17-2010)

Sec. 2.3. - Executive branch.

(1) The County Administrator.

(A) The County Administrator shall be appointed by an affirmative vote of a majority plus one (1) of the entire membership of the Board of County Commissioners. The County Administrator shall serve at the pleasure of the Board of County Commissioners until such time as the County Administrator shall be removed by a vote for removal of a majority plus one (1) of the entire membership of the Board of County Commissioners voting during the first regularly scheduled meeting occurring after a meeting of the Board at which a motion expressing the intent of the Board to remove the County Administrator was adopted by majority vote of those present and voting. The County Administrator shall be the chief executive officer of the County and all executive responsibilities and powers shall be assigned to, and vested in, the County Administrator. The County Administrator shall exercise all executive authority provided by this Home Rule Charter and all other powers and duties authorized by general or special law.

(B) The County Administrator shall be chosen on the basis of his/her professional qualifications, administrative and executive experience, and ability to serve as the chief administrator of the County. The County Administrator shall reside within the County during his/her tenure as County Administrator.

(C) The compensation of the County Administrator shall be fixed by the Board of County Commissioners at a level commensurate with the responsibilities of the position, with performance appraisals conducted by the Board of County Commissioners at least annually.

(D) A vacancy in the office shall be filled in the same manner as the original appointment. The County Administrator may appoint an Acting County Administrator in the case of his/her temporary vacancy.

(2) Senior Management. The County's senior management employees, with the exception of the County Attorney's Staff, shall serve at the pleasure of the County Administrator, who may suspend or discharge senior management personnel with or without cause.

(3) Non-interference by Board of County Commissioners. Except for the purpose of inquiry and information, members of the Board of County Commissioners are expressly prohibited from interfering with the performance of the duties of any employee of the county government who is under the direct or indirect

supervision of the County Administrator or County Attorney by giving said employees instructions or directives. Such action shall constitute malfeasance within the meaning of Article IV, Section 7(a) of the Florida Constitution. However, nothing contained herein shall prevent a County Commissioner from discussing any county policy or program with a citizen or referring a citizen complaint or request for information to the County Administrator or County Attorney.

(Ord. No. 2010-23, § 1, 8-17-2010; Ord. No. 2010-24, § 1, 8-17-2010; Ord. No. 2010-25, § 1, 8-17-2010)

Sec. 2.4. - County attorney.

(1) There shall be a County Attorney selected by the Board of County Commissioners who shall serve at the pleasure of, and report directly to, the Board of County Commissioners, and shall reside within the County during his/her tenure as County Attorney.

(A) The County Attorney shall provide legal services to the Board of County Commissioners, the County Administrator, and County departments, boards and agencies organized under the Board of County Commissioners.

(B) The compensation of the County Attorney shall be fixed by the Board of County Commissioners at a level commensurate with the responsibilities of the position with performance appraisals conducted by the Board of County Commissioners at least annually.

Sec. 2.5. - Code of Ethics.

In order to provide a high level of transparency and ethical conduct under charter government, the Board of County Commissioners shall enact by ordinance a Code of Ethics no later than the first County Commission meeting in December 2019. The Code of Ethics shall prescribe standards of conduct for members of the Board of County Commissioners and its employees, as well as to all members of appointed boards and committees that have been created by the Board of County Commissioners. The Code of Ethics shall supplement and not contradict or supersede any statutory or administrative standards of conduct which apply to any such officer or employee. The Code of Ethics shall include, but is not limited to, standards of conduct, provisions defining offenses, prescribing penalties within the limits allowed by law, and establishing lobbyist regulations. The Code shall not conflict with the power of the Governor to suspend county officers or of the Senate to remove them from office, or the power of the people to recall them from office.

(Ord. No. 2018-06, § 1, 4-10-2018)

ARTICLE III. - ELECTED COUNTY CONSTITUTIONAL OFFICERS

Sec. 3.1. - Preservation of constitutional offices.

The offices of the Sheriff, Property Appraiser, Tax Collector, Clerk of the Circuit Court and Supervisor of Elections shall remain as independently elected constitutional offices, and the status, powers, duties and functions of such offices shall not be altered by this Home Rule Charter, or any revisions or amendments hereto, except as provided in Section 5.2 below. The constitutional officers shall perform their executive and administrative functions as provided by law.

Sec. 3.2. - Non-partisan elections.

(1) Non-Partisan Offices. The Supervisor of Elections shall be non-partisan.

(A) Non-Partisan Election Procedures. If three or more candidates, none of whom is a write-in candidate, qualify for such office, the names of those candidates shall be placed on a non-partisan ballot at the first primary election. If no candidate for such office receives a majority of the votes cast for such office in the first primary election, the names of the two candidates receiving the highest number of votes for such office shall be placed on the general election ballot.

(B) Qualification by Petition. A candidate for non-partisan office may qualify for election to such office by means of the petitioning process provided in general law.

Sec. 3.3. - Clerk auditor.

(1) The Leon County Clerk of the Court shall serve as the Auditor to the Commission as specified by law. The Clerk shall employ a Certified Internal Auditor, Certified Public Accountant, or such other person qualified by education or experience in governmental accounting, internal auditing practices and fiscal controls, which shall include at least five (5) years' experience in professional accounting, auditing, governmental fiscal administration or related experience, unless the Clerk holds such qualifications. The Board of County Commissioners shall fund the audit function of the Clerk.

(2) Audit Committee. There shall be a five member Audit Committee of which two members shall be appointed by the County Commission and three by the Clerk. The Audit Committee shall adopt an annual plan of work for the Auditor and shall oversee the work of the Auditor. The Audit Committee members shall be residents of Leon County, none of whom may be an employee or officer of County government, and who have experience as a public accountant, internal auditor, or as a financial manager for a public, private or not for profit institution. The purpose of the Committee is to promote, maintain, and enhance the independence and objectivity of the internal audit function by ensuring broad audit coverage, adequate consideration of audit reports, and appropriate action on recommendations. Clerk shall provide for the organization and duties of the audit committee, including membership terms, voting procedures, officers, sub-committees, meeting schedules and staff support.

Sec. 3.4. - Limitation on campaign contributions.

No candidate for any County office for which compensation is paid shall accept any contribution from any contributor, including a political committee, as defined by state law, in cash or in kind, in an amount in excess of $250 per election.

(Ord. No. 2010-21, § 2, 8-17-2010)

ARTICLE IV. - POWERS RESERVED TO THE PEOPLE: INITIATIVE AND RECALL

Sec. 4.1. - Citizen initiative.

(1) *Right to Initiate.* The electors of Leon County shall have the right to initiate County ordinances in order to establish new ordinances and to amend or repeal existing ordinances, not in conflict with the Florida Constitution, general law or this Charter, upon petition signed by at least ten percent (10%) of the total number of electors qualified to vote in the County reflecting ten percent (10%) of the total number of electors qualified to vote within each of the five (5) commission districts. The total number of electors qualified shall mean the total number of electors qualified to vote in the last preceding general election.

(2) *Procedure for Petition.* The sponsor of an initiative shall, prior to obtaining any signatures, submit the text of a proposed ordinance to the Supervisor of Elections, with the proposed ballot summary and the form on which signatures will be affixed and obtain a dated receipt therefor. Any such ordinances shall embrace but one (1) subject and matter directly connected therewith. The sponsor shall cause a notice of such submission to be published within fourteen (14) days thereof in a newspaper of general circulation in the County. The allowable period for obtaining signatures on the petition shall be completed not later than one (1) year after initial receipt of the petition by the Supervisor of Elections. The sponsor shall comply with all requirements of general law for political committees, and shall file quarterly reports with the Supervisor of Elections stating, to the best of the sponsor's information and belief, the number of signatures procured. The time and form of such reports may be prescribed by ordinance. When a sufficient number of signatures is obtained, the sponsor shall thereupon submit signed and dated forms to the Supervisor of Elections, and upon submission, shall pay all fees required by general law. The Supervisor of Elections shall, within sixty (60) days after submission of signatures, verify the signatures thereon, or specify a reason for the invalidity of each rejected signature, if the petition is rejected for insufficiency of the number of valid signatures. If the petition is rejected for insufficiency of the number of

signatures, the sponsor shall have an additional thirty (30) days within which to submit additional signatures for verification. The Supervisor of Elections shall, within thirty (30) days of submission of additional signatures, verify the additional signatures. In the event sufficient signatures are still not acquired, the Supervisor of Elections shall declare the petition null and void and none of the signatures may be carried over onto another identical or similar petition.

(3) *Consideration by Board of County Commissioners.* Within sixty (60) days after the requisite number of signatures has been verified by the Supervisor of Elections and reported to the Board of County Commissioners, the Board of County Commissioners shall give notice and hold public hearing(s) as required by general law on the proposed ordinance and vote on it. If the Board fails to enact the proposed ordinance it shall, by resolution, call a referendum on the question of the adoption of the proposed ordinance to be held at the next general election occurring at least forty-five (45) days after the adoption of such resolution. If the question of the adoption of the proposed ordinance is approved by a majority of those registered electors voting on the question, the proposed ordinance shall be declared, by resolution of the Board of County Commissioners, to be enacted and shall become effective on the date specified in the ordinance, or if not so specified, on January 1 of the succeeding year. The Board of County Commissioners shall not amend or repeal an ordinance adopted by initiative prior to the next succeeding general election, without the approval of a majority of the electors voting at a referendum called for that purpose.

(4) *Limitation on Ordinances by Initiative.* The power to enact, amend or repeal an ordinance by initiative shall not include ordinances or provisions related to County budget, debt obligations, capital improvement programs, salaries of County officers and employees, the assessment or collection of taxes, or the zoning of land.

Sec. 4.2. - Recall.

All members of the Board of County Commissioners shall be subject to recall as provided by general law.

ARTICLE V. - HOME RULE CHARTER TRANSITION, AMENDMENTS, REVIEW, SEVERANCE, EFFECTIVE DATE

Sec. 5.1. - Home Rule Charter Transition.

(1) *General Provisions.* Unless expressly provided otherwise in this Home Rule Charter, the adoption of this Charter shall not affect any existing contracts or obligations of Leon County; the validity of any of its laws, ordinances, regulations, and resolutions; or the term of office of any elected County officer, whose term shall continue as if this charter had not been adopted.

(2) *Initial County Commissioners.* The persons comprising the Leon County Board of County Commissioners on the effective date of this Charter shall become the initial members of the Board of County Commissioners of the Charter government and shall perform the functions thereof until the normal expiration of their terms or until the election and qualification of their successors as provided by law.

(3) *Outstanding Bonds.* All outstanding bonds, revenue certificates, and other financial obligations of the County outstanding on the effective date of this Charter shall be obligations of the Charter government. All actions taken by the former government relating to the issuance of such obligations are hereby ratified and confirmed. Payment of such obligations and the interest thereon shall be made solely from, and charged solely against, funds derived from the same sources from which such payment would have been made had this Charter not taken effect.

(4) *Employees Continuation.* All employees of the former County government shall, on the effective date of this Charter, become employees of the County government created by this Charter. All existing wages, benefits, and agreements, and conditions of employment shall continue, until modified by lawful action of the County Commission.

Sec. 5.2. - Home rule charter amendments.

(1) Amendments Proposed by Petition.

(A) The electors of Leon County shall have the right to amend this Home Rule Charter in accordance with Sec. 4.1 of this Charter.

(B) Each proposed amendment shall embrace but one (1) subject and matter directly connected therewith. Each Charter amendment proposed by petition shall be placed on the ballot by resolution of the Board of County Commissioners for the general election occurring in excess of ninety (90) days from the certification by the Supervisor of Elections that the requisite number of signatures has been verified. If approved by a majority of those electors voting on the amendment at the general election, the amendment shall become effective on the date specified in the amendment, or, if not so specified, on January 1 of the succeeding year.

(2) Amendments and Revisions by Citizen Charter Review Committee.

(A) A Citizen Charter Review Committee shall be appointed by the Board of County Commissioners at least twelve (12) months before the general election occurring every eight (8) years thereafter, to be composed and organized in a manner to be determined by the Board of County Commissioners, to review the Home Rule Charter and propose any amendments or revisions which may be advisable for placement on the general election ballot. Public hearings shall be conducted as provided by F.S. § 125.63.

(B) No later than ninety (90) days prior to the general election, the Citizen Charter Review Committee shall deliver to the Board of County Commissioners the proposed amendments or revisions, if any, to the Home Rule Charter, and the Board of County Commissioners shall consider such amendments or revisions to be placed on the general election ballot, in accordance with F.S. § 125.64.

(C) If the Citizen Charter Review Committee does not submit any proposed Charter amendments or revisions to the Board of County Commissioners at least ninety (90) days prior to the general election, the Citizen Charter Review Committee shall be automatically dissolved.

(3) Amendments Proposed by the Board of County Commissioners.

(A) Amendments to this Home Rule Charter may be proposed by ordinance adopted by the Board of County Commissioners by an affirmative vote of a majority plus one (1) of the membership of the Board. Each proposed amendment shall embrace but one (1) subject and matter directly connected therewith. Each proposed amendment shall only become effective upon approval by a majority of the electors of Leon County voting in a referendum at the next general election. The Board of County Commissioners shall give public notice of such referendum election at least ninety (90) days prior to the general election referendum date.

(B) If approved by a majority of those electors voting on the amendment at the general election, the amendment shall become effective on the date specified in the amendment, or, if not so specified, on January 1 of the succeeding year.

Sec. 5.3. - Severance.

If any provision of this Charter or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the Charter which can be given effect without the invalid provision or application, and to this end the provisions of the Charter are declared severable.

Sec. 5.4. - Home rule charter effective date.

This Charter shall become effective November 12, 2002.

SECTION 2. - BALLOT QUESTION TO BE PRESENTED TO ELECTORATE

The proposed Charter of Leon County, Florida, shall be presented to the qualified Leon County electorate by placing the question of whether to adopt same on the ballot at the special election to be held on November 5, 2002.

SECTION 3. - BALLOT QUESTION FORM

The question on the ballot shall be substantially in the following form:

CHARTER FOR LEON COUNTY, FLORIDA

AS PROPOSED BY LEON COUNTY ORDINANCE NO. 2002-___

Question

Shall there be a Home Rule Charter for Leon County, Florida, establishing all rights and powers of local self government; authorizing the proposal and adoption of ordinances by voter initiative and referendum; preserving elected constitutional county officers; providing a non-partisan Supervisor of Elections; providing for non-partisan elections of county commissioners; allowing recall of commissioners by citizen referendum; and providing a method of amendment, which shall take effect November 12, 2002?

Yes for Approval ___

No for Rejection ___

SECTION 4. - FURTHER AUTHORIZATION

The Board of County Commissioners of Leon County, Florida, is authorized to adopt all resolutions and take all actions necessary in order for this Charter referendum proposition and those propositions referenced in the Preamble and Articles of the proposed Charter herein to be properly placed on the ballot for the special election of November 5, 2002. Said referendum shall be conducted according to the requirements of law governing referendum elections in the State of Florida.

SECTION 5. - SEVERABILITY

If any word, phrase, clause, section or portion of this ordinance shall be held invalid or unconstitutional by a court of competent jurisdiction, such portion or words shall be deemed a separate and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 6. - EFFECTIVE DATE

This ordinance shall have effect upon becoming law, but shall be of no further force or effect if the proposed

Charter is not duly approved at the November 5, 2002, special election. The Charter of Leon County, Florida, as proposed by this Ordinance, shall become effective November 12, 2002, if the Charter is approved by a "yes" vote by a majority of those duly qualified electors voting on the question posed at the November 5, 2002, referendum.

DULY PASSED AND ADOPTED BY the Board of County Commissioners of Leon County, Florida, this 9th day of September, 2002.

Guiding Principles

1. The Board of County Commissioners upholds the importance of the Leon County Home Rule Charter allowing citizen involvement and flexibility in shaping government to best meet the County's unique and changing needs.
2. The County budget will always be balanced, with available revenues equal to appropriations.
3. The County will strive to maintain the lowest dollars spent per County resident, as compared to like-size counties, while retaining the maximum level of service possible.
4. Through citizen input and Commission deliberation, core functions for County government will be identified and the dollars will be allocated accordingly during the budget process.
5. The County will continue to explore opportunities with its governmental counterparts for functional consolidation and/or shared efficiencies.
6. The County will continue to enhance our cooperation and coordination with our Universities and Community College to promote, strengthen, and sustain our community's intellectual capital.
7. The County Administrator will require Program Managers to conduct an annual review and scrutiny of their base budgets when preparing budgets for future years.
8. Consistent with best practices and the Florida Statues, Leon County will retain an emergency reserve fund of not less than 5%, but not more than 10% of the general operating budget (Policy No. 07-2).
9. Consistent with best practices and the Florida Statues, Leon County will retain an operating cash reserve fund of not less than 10% but not more than 20% of the general operating budget (Policy No. 07-2).
10. Cash reserves in excess of reserve policies will be utilized to support one-time capital projects and/or other one-time expenditures to address unforeseen revenue shortfalls (Policy No. 07-2).
11. Leon County will continue to ensure the useable and safe life of existing infrastructure by providing funding for proper maintenance (Policy No. 93-44).
12. Provide that fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise (Policy No. 92-5).
13. Ensure that capital projects financed through the issuance of bonds will not be financed for a period that exceeds the useful life of the project or the life of the supporting revenue source (Policy No. 93-47), and support conduit financing to promote the economic health of the community.
14. Maintain accounting and reporting practices in conformance with the Uniform Accounting System of the State of Florida and Generally Accepted Accounting Principles (GAAP) (Policy No. 92-4).
15. Ensure that the annual financial and compliance audit of the County's financial records is conducted by an independent firm of certified public accountants whose findings and opinions are published and available for public review (Policy No. 92-4).
16. Will optimize return on investments within the constraints of safety and liquidity through an adopted Investment Policy.
17. Shall establish formal policies and procedures to address amending the budget while allowing the organization to function and react to changing conditions (Policy No. 97-11).
18. The County shall provide a meaningful public input process during the annual budget review which shall, at a minimum, include at least one Board Workshop and two Public Hearings.
19. The County will fully research and employ technology to improve the personal and collective efficiency of county employees.
20. The County will continue to enhance our culture of performance, as we maintain a very low employee per 1,000 population and a "flat" organizational structure, and hold individual employees to high expectations and performance standards. Employees are entrusted with broad authority in their functional areas, expected to respond quickly to requests for service, explore and pursue alternatives to assist the citizenry, attempt to deliver more than what is expected, and are empowered to use professional discretion on the spot to resolve issues and reduce "bureaucracy." These employees are valued and compensation and benefits are commensurate with their responsibilities and competitive in the industry.
21. The County will continue to improve efforts to promote employee innovation, through incentives, recognition and rewards for identifying and implementing program and process improvements that add value to services while producing cost savings.
22. The County will continue to leverage Leon County tax payer dollars to attract federal and state appropriations, reimbursements, and matching grants to realize revenue maximization for the purpose of funding priority projects and programs.

Industrial Development Revenue Bond Financing Policy, No. 81-1

This policy establishes a means for the expansion of local businesses as well as the attraction of new prospective businesses, allowing for diversification and expansion of the local economy.

Accounting and Reporting Policy, No. 92-4

This policy establishes accounting and reporting systems that maintain accounting and reporting practices that conform to the Uniform Accounting System of Generally Accepted Accounting Principles (GAAP). The policy also ensures that the accounting and reporting systems are consistent with the standards set for local governments according to Governmental Accounting and Financial Reporting (GAFR), the National Council on Governmental Accounting (NCGA), and the Governmental Accounting Standards Board (GASB).

Revenues Policy, No. 92-5

This policy establishes revenue practices that: provide for the establishment and maintenance of a diversified revenue system to protect it from fluctuations in any one revenue source; ensure fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise; and ensure that the County does not accept any revenue source whose terms of acceptance or collection may negatively affect the County.

Fiscal Planning Policy, No. 93-44

This policy establishes fiscal planning practices that provide for:

- The annual operating and capital budget to be developed in conformity with the Tallahassee-Leon County Comprehensive Plan.
- The development and review of a Capital Improvement Project budget, containing a 5-year plan for acquisition and improvement of capital investments that is also coordinated with the annual operating budget.

Dues and Memberships Policy, No. 93-46

This policy requires that any dues or memberships paid by Leon County on behalf of an employee shall be detailed in a department/division's annual budget request submission to the Office of Management and Budget. The request will be reviewed for appropriateness with final denial/approval being given by the County Administrator or his/her designee during the development of the tentative budget.

Debt Management and Other Investments Policy, No. 93-47

This policy establishes that debt management and investment practices are established to:

- Ensure that capital projects financed by capital bonds will not be financed for a period that exceeds the useful life of the supporting revenue source.
- Ensure that interest, operating or maintenance expenses will be capitalized only for facilities or enterprise activities and limited to expenses encumbered prior to the operation or improvement of the facility.
- Provide that Leon County's debt will be limited to an amount that will not hinder the County from maintaining sources of available revenues for service of debt at 135% of annual debt service.
- Provide that the County will limit its investments to only the safest types of securities (including the U.S. government or its agencies) and those which provide insurance or the legally required backing of the invested principal.
- Provide that, unless required by market conditions, not more that fifteen percent of the County's investment portfolio will be placed in any one institution other than those securities issued or guaranteed by the US Government or its agencies or the State Board of Administration of the State of Florida.

Amending the Budget Policy, No. 97-11

This policy establishes that for the operation of amending the annual budget, all amendments/transfers will be reviewed by the director of the requesting department/division, followed by the Office of Management and Budget, prior to submission and subsequent approval/denial by the County Administrator and/or the Board of County Commissioners as set forth below:

- Allows program managers to amend their operating budgets and personal services budgets up to 10 percent of the total on an aggregate basis between line items within programs with a $50,000 cap, upon County Administrator approval.
- Designates the Office of Management and Budget the responsibility for monitoring and enforcing the provisions for amending the budget based upon policies adopted by the Board.

Amending the Budget Policy, No. 97-11(Cont.)

- Allows the County Administrator to authorize intrafund transfers up to $250,000. Intrafund transfers exceeding $250,000 and all interfund transfers must be approved by a majority vote of the Board.
- Requests for use of reserves for contingency must be approved by a majority vote of the Board.

Carry Forward Program Policy, No. 98-16

This policy establishes that the Carry Forward Program will provide budget incentives to managers to improve financial management effectiveness and accountability. It allows managers to carry forward a portion or all unexpected end-of-year funds for identifiable projects which will result in increased productivity, cost savings, and/or increased efficiency. Department managers submitting a request to OMB for review, must clearly indicate how the County will realize an increase in productivity, save money, and/or increase efficiency, if approved. Managers of projects funded by the Board in the current fiscal year, which are incomplete, must submit a "Carry Forward Request" requesting the funds be added to the budget of the following fiscal year for the sole purpose of completing the project for which the funds were appropriated. All carry forward requests are presented to the Board prior to November 1 of each year and are based upon the prior approval of the County Administrator.

Revenues - Financial Advisory Committee Policy, No. 00-1

This policy establishes the Financial Advisory Committee which ensures that financial matters which come before the Board have been appropriately and thoroughly reviewed. This committee will make recommendations on financial matters related to the Board and all County boards. Such financial matters may include, but not be limited to, issuance of debt, selection of bond counsel, financial advisory services, bond underwriter services, underwriter counsel, and arbitrage rebate compliance services.

Leon County Investment Policy, No. 17-4

This policy establishes that Leon County's Investment Policy within the context of the County's Investment Ordinance is intended to set the framework within which the County's investment activities will be conducted. It establishes the parameters for investment activity, which may be further, restricted by the Investment Oversight Committee or by investment staff, and provides parameters to limit risk and ensure a broadly diversified portfolio.

Landfill Rate Stabilization Reserve Policy, No. 03-08

This policy establishes the Solid Waste Stabilization Reserve Fund to provide funding for: planned future capital project expenditures, temporary and nonrecurring unexpected capital projects, accommodation of unexpected program mandates from other governmental bodies, extraordinary operating expenses, and operating expenses in order to stabilize rates. All requests for the use of these funds are limited to the operation of the County's landfill and transfer station and must be Board approved.

Discretionary Funding Guidelines Ordinance No. 06-34

This ordinance governs the allocation of discretionary funds and provides the Board a maximum amount of annual funding available in each of the following categories: (a) Community Human Services Partnership Fund (CHSP); (b) Community Human Services Partnership-Emergency Fund; (c) Commissioner District Budget Fund; (d) Mid-Year Fund; (e) Non-Departmental Fund; and (f) Youth Sports Teams Fund. The funding for the purposes set forth in this ordinance shall be subject to an annual appropriation by the Board in accordance with this Ordinance.

Reserves Policy, No. 07-2

This policy establishes funding for: general revenue emergency reserves, un-appropriated reserve for cash balance, minimum and maximum amounts of fund balance, funding for authorized mid-year increases, unexpected increases in the cost of existing levels of service, temporary and nonrecurring funding for unexpected projects, local match for public or private grants, offset losses, and unexpected program mandates. It establishes authorized forms and procedures to be used by outside agencies or individuals, set forth procedures and evaluation criteria of funding.

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:

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.

2. Ensure that interest, operating or maintenance expenses will be capitalized only for facilities or enterprise activities and will be limited to those expenses encumbered prior to the actual operation of the facility or its improvement.
3. Provide that debt for Leon County, Florida shall be limited to an amount which will not prevent the County from maintaining sources of available revenues for service of debt at 135% of annual debt service. The State of Florida does not mandate legal debt limitation for local governments.
4. Provide that the County will limit its investments to only the safest types of securities, to include those backed by the U.S. Government or its agencies and those which provide insurance or the legally required backing of the invested principal.
5. Provide that, unless market conditions otherwise require, not more than fifteen (15) percent of the County's investment portfolio shall be placed in any one institution other than those securities issued or guaranteed by the U.S. Government or its agencies or the State Board of Administration of the State of Florida.
6. Provide that the investment portfolio of Leon County, Florida must be structured in such a manner to provide sufficient liquidity to pay obligations as they become due. The investment portfolio shall be diversified by type of investment, issuer, and dates of maturity in order to protect against fluctuations in the market economy. At least fifteen percent (15%) of the County's portfolio shall be kept in liquid investments which are available on a daily basis, without loss of principal.
7. Provide that the clear title to principal and collateral backing for all investments shall be maintained by Leon County, in the County's own bank, or a third party agent under agreement to the County.
8. Provide that the Board of County Commissioners seeks to optimize return on investments within the constraints of safety and liquidity. The purchase and sale of securities shall be at competitive prices based on market conditions.
9. Provide that Leon County will use only major banks, brokers or dealers which have been selected after review of their qualifications, size, capitalization, inventories handling and reputation.
10. Provide that Leon County will not place funds with any institution which is less than three (3) years old.
11. Provide that the Board shall adopt a plan by October 1 of each year to govern the policies and procedures for the investment of surplus funds of the County based on the criteria as set forth in the County's Investment Ordinance for Surplus Funds, No. 93-3.
12. Provide that collateral shall be required for any re-purchase agreement, not covered under Chapter 280, Florida Statutes. Collateral placed for any re-purchase agreement will be governed by the same terms as those defined in the County's Investment Ordinance for Surplus Funds, No. 93-3.
13. Provide that the County shall establish a County Investment Oversight Committee whose membership and duties shall be governed by the provisions as set forth in the County's Investment Ordinance for Surplus Funds, Policy No. 93-3.

Policy for Amending the Budget
Policy No. 97-11

The County will establish practices for the operation and amending of the annual budget to:

1. Provide that all amendments/transfers of funds will first be reviewed by the director(s) of the requesting department/division, followed by a second review by the Office of Management and Budget, prior to submission and subsequent approval/denial by the County Administrator and/or the Board of County Commissioners, as set forth by the following provisions of this policy.
2. Provide that:

A. Notwithstanding the provisions of paragraph 1, program managers shall have the flexibility to amend their operating expenditure budgets and personnel services budgets by up to 10 percent of the total on an aggregate basis between line items within programs with a $50,000 cap, contingent upon approval by the County Administrator;
B. The County Administrator delegates to the Office of Management and Budget the responsibility for monitoring and enforcing the provisions of this paragraph based on policies adopted by the Board of County Commissioners.

3. Provide that, in addition to the provisions of paragraph 2, the County Administrator may authorize intrafund transfers up to $250,000.
4. Provide that intrafund transfers greater than $250,000, and all interfund transfers, must be approved by a majority vote of the Board of County Commissioners.
5. Provide that all requests for use of reserves for contingency must be approved by a majority vote of the Board of County Commissioners.

Policy for Carry Forward Program:
Policy No. 98-16

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 94-8, entitled "Carry Forward Program" and adopted by the Board of County Commissioners on December 13, 1994, is hereby repealed and superseded, and a new policy is hereby adopted in its place, to wit:

The Carry Forward Program provides budget incentives to managers to improve financial management effectiveness and accountability. The program allows managers to carry forward into the ensuing fiscal year a portion of, or all, of the unexpected end-of-year funds for identifiable projects which will result in increased productivity, cost savings and/or increased efficiency. Those projects which receive the County Administrator's approval will be presented to the Board of County Commissioners prior to November 1 of each year.

A. Eligibility Requirements
The department manager must submit the program proposal to the Office of Management & Budget (OMB) no later than the deadline established by OMB. The proposal must include financial savings estimated based on the most recent financial data available. The department manager must clearly indicate in the Carry Forward Program how the County will realize an increase in productivity, save money or increase efficiency by approving the proposal.

Any request that was denied during the budget review process will be forwarded directly to the County Administrator for special review. The County Administrator will provide further direction to OMB.

Note: Those projects which were funded by the Board in the current fiscal year, and which were not completed, are not affected by this program. In such case, the manager must submit a "Carry Forward Request Form" to the Office of Management & Budget requesting that these funds be added to the budget of the ensuing fiscal year for the sole purpose of completing the projects for which the funds were appropriated in the previous fiscal year. The program must state on the "Carry Forward Request Form" why the project was not completed within the current fiscal year and the anticipated completion date.

B. OMB Responsibilities
The Office of Management & Budget shall review all proposals from department managers. The Office of Management & Budget will be responsible for the program activities listed below.

Verify the total amount of funds eligible to be carried forward into the ensuing fiscal year with the Finance Department.

Review an analysis of the proposed project to determine if it will increase productivity, save tax dollars and/or increase efficiency.

Make a recommendation of approval or denial to the County Administrator.

Notify the program manager in writing of whether the project was accepted or denied within two (2) working days of the County Administrator's final decision.

Policy for Revenues:
Financial Advisory Committee:
Policy No. 00-1

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

In order to ensure that financial matters which come before the Board of County Commissioners have been appropriately and thoroughly reviewed, a Finance Advisory Committee is hereby established which shall be comprised of the Leon County Administrator, the Leon County Attorney, the Director of Public Services, the Office of Management and Budget and the Clerk of Courts' Finance Director.

The Finance Advisory Committee shall review and make recommendations to the Board of County Commissioners on financial matters related to the Board of County Commissioners and all County boards and authorities. Such financial matters may include, but not be limited to, issuance of debt, selection of bond counsel, financial advisory services, bond underwriter services, underwriter counsel and arbitrage rebate compliance services.

Leon County Investment Policy:
Policy No. 17-4

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 02-12, "Leon County Investment Policy", revised February 25, 2014, is hereby superseded, and replaced in its entirety, and a new Policy No. 17-3 entitled "Leon County Investment Policy" is hereby adopted in its place, effective July 11, 2017, to wit:

I. SCOPE

This Policy was adopted using Florida Statutes Section 218.415 as a guideline and applies to all funds held by the County in excess of those required to meet current expenses.

II. INVESTMENT OBJECTIVES

The primary objectives of all investment activities for the County should be safety of principal, maintenance of adequate liquidity, and finally, return maximization.

A. Safety of Principal. This is the foremost investment objective. Investment transactions should seek to keep capital losses to a minimum, whether the result of security defaults or erosion of market value. This is best insured by establishing minimum acceptable credit ratings, limiting overall portfolio duration, setting maximum exposures by sector, defining appropriate levels of diversification, and limiting exceptions.

B. Maintenance of Liquidity. To meet the day-to-day operating needs of the County and to provide the ready cash to meet unforeseen temporary cash requirements, a liquidity base of approximately at least two months of anticipated disbursements will be kept in relatively short term investments. These would include investments in government pools with daily liquidity such as the Local Government Surplus Trust Fund and money market investments.

C. Return Maximization. Return is of least importance compared to the safety and liquidity objectives above. Investments are limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed.

III. STANDARDS OF CARE

a. Standards of Prudence. The "Prudent Person" Rule shall be applied in the management of the overall investment portfolio. The "Prudent Person" Rule states: "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The Clerk and Finance Department employees performing the investment functions, acting as a "prudent person" in accordance with established procedures and this Policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided that appropriate monitoring efforts are performed.

b. Ethical Standards. Officers, employees and external investment advisors of the Clerk's Office who are involved in the investment process shall refrain from personal business activity that could conflict with State Statutes, County ordinances, proper management of the investment portfolio or which could impair their ability to make impartial investment decisions. Investment officials and employees, including members of the Investment Oversight Committee, shall disclose any material financial interests in any investment firms, or financial institutions that conduct business with the County and shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the County.

c. Limits of Liability. Other than by an action of the County, the County shall provide for the defense and indemnification of any Committee member who is made a party to any suit or proceeding, or against

whom a claim is asserted by reason of their actions taken within the scope of their service as an appointed member of this committee. Such indemnity shall extend to judgments, fines, and amounts paid in settlement of such claim suit, or proceeding, including any appeal thereof. This protection shall extend only to members who have acted in good faith and in a manner reasonably believed to be in, or not opposed to, the best interest of the County.

IV. AUTHORITY

Responsibility for the administration of the investment program is vested in the Clerk of the Circuit Court (Clerk), as provided in Section 28.33, Florida Statutes. The Clerk shall exercise this authority to invest surplus funds in accordance with Section 218.415, Florida Statutes. The Clerk hereby delegates the day-to-day responsibility for the administration of the investment program to the Finance Director. The Finance Director shall maintain an Investment Procedures and Internal Controls Manual based on this Policy.

V. INVESTMENT OVERSIGHT COMMITTEE

The Board is responsible for setting guidelines for the investment of the portfolio through the adoption of this Investment Policy. The Board recognizes that there is an expertise required both for setting the guidelines and the review of performance, which may exceed the technical background of individual commissioners and has, therefore, created the Investment Oversight Committee. This Committee is charged with the responsibility to review this Policy on a regular basis and to recommend changes. The Clerk will provide sufficiently detailed reports to the Committee in order for the Committee to review portfolio performance. The Committee will establish portfolio benchmarks in order to judge the performance of the portfolio with respect to the market and other portfolios of similar size and limitations. The Committee will provide the Board a report as of the close of the fiscal year recapping the performance of the portfolio and any external managers. The Board or the Committee may request additional meetings to discuss issues of concern or direction.

VI. PROCUREMENT OF EXTERNAL INVESTMENT MANAGERS

The County may utilize external investment managers to assist with management of the portfolio. External management may be employed in situations where, due to limitations in the areas of staff time or expertise, such outside resources would be in a better position to overcome such limitations. Securities purchased by the external manager on behalf of the County, and other investments held by the fund, must be in compliance with the constraints identified by this Policy. The average duration of the funds managed by any one external manager on behalf of the County as part of the portfolio shall not exceed three years.

The Clerk in her capacity as Chief Financial Officer of Leon County oversees the selection of external managers through a competitive selection process (an RFP). The RFP committee will include county and clerk staff along with investment experts from other governments or the community. In making this selection, consideration will be given to past investment performance, fees, assets under management, experience of the firm and the individuals managing portfolios of similar size, complexity and investment restrictions. Upon selection of an external manager, the Clerk will execute a contract with the firm. External managers will be evaluated and retained based upon their investment performance.

VII. THIRD-PARTY CUSTODIAL AGREEMENTS

The Clerk will execute a Third Party Custodial Safekeeping Agreement with a depository chartered by the United States Government or the State of Florida. All securities purchased, and/or collateral obtained by the Clerk shall be properly designated as an asset of the County and held in an account separate from other assets held by the depository. No withdrawal of such securities, in whole or in part, shall be made from safekeeping except by authorized staff. The Clerk will enter into a formal agreement with an institution of such size and expertise as is necessary to provide the services needed to protect and secure the investment assets of the County.

Securities transactions between a broker-dealer and the custodian involving purchase or sale of securities by transfer of money or securities must be made on a "delivery vs. payment" basis, if applicable, to ensure

that the custodian will have the security or money, as appropriate, in hand at the conclusion of the transaction.

The Third-Party Custodial Safekeeping Agreement shall include letters of authority from the Clerk and details as to responsibilities of each party. These responsibilities include notification of security transactions, repurchase agreements, wire transfers, safekeeping and transactions costs, procedures in case of wire failure and other unforeseen mishaps, including the liability of each party.

VIII. INTERNAL CONTROLS

The Treasury Manager shall establish and monitor a set of written internal controls designed to protect the County's funds and ensure proper accounting and reporting of the securities transactions. The internal controls should be designed to prevent losses of funds, which might arise from fraud, employee error, and misrepresentation by third parties, or imprudent actions by employees. The written procedures should include reference to safekeeping, repurchase agreements, separation of transaction authority from accounting and recordkeeping, wire transfer agreements, banking service contracts, collateral/depository agreements, and “delivery-vs-payment” procedures.

No person may engage in an investment transaction except as authorized under the terms of this policy. All daily investment activity is performed by the Treasury Manager under supervision of the Finance Director.

Pursuant to Section 218.415 (13), Florida Statutes, independent auditors as a normal part of the annual financial audit to the County shall conduct a review of the system of internal controls to ensure compliance with policies and procedures.

IX. CONTINUING EDUACATION

The Clerk staff responsible for making investment decisions must annually complete eight hours of continuing education in subjects or courses of study related to investment practices and products.

X. POLICY REVIEW AND AMENDMENT

This Policy shall be reviewed annually by the Investment Oversight Committee and any recommended changes will be presented to the Board of County Commissioners for adoption.

XI. AUDITS

Certified public accountants conducting audits of units of local government pursuant to Section 218.39, Florida Statutes shall report, as part of the audit, whether or not the local government has complied with Section 218.415, Florida Statutes.

XII. MASTER REPURCHASE AGREEMENT

The County will require all approved institutions and dealers transacting repurchase agreements to execute and perform as stated in the Master Repurchase Agreement. All repurchase agreement transactions will adhere to requirements of the Master Repurchase Agreement.

XIII. INVESTMENT PERFORMANCE AND REPORTING

A quarterly investment report shall be prepared by the Finance Office and provided to the County Administrator and the Investment Oversight Committee. The report shall include an analysis of the portfolio by sector, maturity, yield, as well as its overall performance during that period with sufficient detail for a comprehensive review of investment activity and performance.

An annual report will be presented to the Board of County Commissioners (“Board”), which shall include securities in the portfolio by sector, book value, income earned, market value and yield. Investment

performance shall measure risk characteristics, portfolio size, sector allocations, and year-to-date earnings to an appropriate benchmark.

The County Administrator shall be notified immediately of deviations from currently approved investment policies. In the event of a ratings agency downgrade to below the A or better requirement, a written notification and investment plan from the external manager must be submitted to the County Administrator. A forced or immediate sale of the downgraded asset is not required.

XIV. RISK DIVERSIFICATION AND PORTFOLIO COMPOSITION

The County recognizes that investment risks can result from issuer defaults, market price changes, change in credit ratings, reinvestment of principal and interest, or various technical complications leading to temporary illiquidity. For purposes of this Policy, the top nationally recognized statistical ratings organizations (NRSROs) for all credit-sensitive securities are Moody's, Standard and Poor's, and Fitch. Portfolio diversification and maturity limitations are employed as primary methods of controlling risk. Market value shall be the basis for determining portfolio percentages and compliance with this Policy.

The average range of duration for the County's overall portfolio, inclusive of internally and externally managed investments, is defined as 0.5 years to 2.5 years. Unusual market or economic conditions may mandate moving the portfolio outside of this range. The Investment Oversight Committee will be convened and will approve any portfolio duration outside of the range specified above.

XV. AUTHORIZED INVESTMENTS

This section lists the authorized investments for the internal and external county portfolios. Details of key limitations on authorized investments are provided in Exhibit A. Investments not listed in this policy are prohibited.

Internal Investment Portfolio

A. The Local Government Surplus Trust Fund (Florida Prime), Florida Treasury Special Purpose Investment Account (SPIA), or any intergovernmental investment pools authorized pursuant to the Florida Interlocal Cooperation Act of 1969 as provided in Section 163.01 Florida Statutes.

B. Investments may be made in SEC qualified constant net asset value fixed income money market mutual funds rated AAAm or AAAg comprised of only those investment instruments as authorized in this Policy, provided that such funds do not allow derivatives.

C. Interest-bearing time deposits or savings accounts in qualified public depositories as defined in Section 280.02 Florida Statutes. This includes, but is not limited to, time deposit accounts, demand deposit accounts, and non-negotiable certificates of deposit.

External Investment Portfolio

D. Direct obligations of the United States Treasury. Investments may be made in negotiable direct obligations or obligations the principal and interest of which are unconditionally guaranteed by the United States Government.

E. Federal Agencies and Instrumentalities. United States Government Agencies and sponsored agencies which are non-full faith and credit.

F. Corporate Debt Securities. Investments may be made in securities issued by any U.S. corporation provided that such instrument is rated A or better by at least two NRSROs.

G. Municipal Bonds. Investments may be made in securities issued by governmental entities or territorial boundaries of the United States provided that such instrument is rated A or better by at least two

NRSROs.

H. Mortgage-Backed Securities (MBS). Only agency collateralized (FNMA, FHLMC and GNMA) MBS, including collateralized mortgage obligations (CMOs), may be purchased.

Asset-Backed Securities (ABS). Only ABS collateralized by traditional consumer receivables such as automobile, equipment, utility, and credit card loans may be purchased. The minimum credit rating for ABS must be AAA by at least two NRSRO at the time of purchase.

I. Commercial Mortgage-Backed Securities (CMBS). Only agency collateralized CMBS may be purchased.

J. Repurchase Agreements. Investments whose underlying purchased securities consist of United States Treasury, Federal Agencies and/or Instrumentalities and based on the requirements set forth in the Clerk's Master Repurchase Agreement.

K. Banker's Acceptances. Investments may be made in bankers' acceptances which are inventory based and issued by a bank, which has at the time of purchase, an unsecured, uninsured and un-guaranteed obligation rating of at least "Prime-1" and "A" by Moody's and "A-1" and "A" by Standard & Poor's.

L. Commercial Paper. Investments may be made in commercial paper of any United States company, which is rated at the time of purchase, "Prime-1" by Moody's and "A-1" by Standard & Poor's (prime commercial paper). Asset backed commercial paper is prohibited.

XVI. SUMMARY OF KEY LIMITATIONS ON AUTHORIZED INVESTMENST

The detail guidelines for investments and limits on security issues, issuers, maturities, and credit quality as established by the Clerk are provided in **Exhibit A.** The Clerk or the Clerk's designee (Finance Director) shall have the option to further restrict or increase investment percentages from time to time based on market conditions. Exceeding percentage limits due to changes in portfolio balance will not require liquidation of any asset but will restrict further investing. Any changes to the portfolio composition guidelines or limits must be in writing from the Finance Director, directed to the appropriate parties and discussed at each quarterly Investment Oversight Committee meeting.

Additional Portfolio Limitations

A. The limits for the Internally Managed portfolio apply to the combined internal and external portfolios.

B. The External Manager's limits apply to external portfolio.

C. The maximum combined portfolio allocation to MBS, CMBS and ABS securities is 45% at time of purchase.

D. The maximum combined portfolio allocation to corporate debt and municipal securities is 45% at time of purchase.

E. Portfolio securities may be purchased in either fixed or floating-rate form.

F. All investments must be denominated in U.S. Dollars.

G. Investments rated BBB and below are not permitted at the time of purchase. The lower rating shall apply in instances of split-rated securities.

EXHIBIT A

IP Section	Authorized	Security Type	Portfolio Sector Maximum	Per Issuer Maximum	Further Limited By	Maximum Maturity/ WAL Limit	Quality Minimum
XVI.A.	IM	State of Florida Treasury Special Purpose Investment Account (SPIA);	100%	NA	NA	NA	NA
XVI. A.	IM	Local Government Surplus Funds Trust Fund (Prime) FL Local Government Investment Trust (FLGIT)	20% each Pool	NA	NA	NA	NA
XVI. A	IM	FL Municipal Investment Trust (FMIvT)	15% each Pool	NA	NA	NA	NA
XIV. B.	IM	Constant Net Asset Value Money Market Mutual Funds	100%	NA	NA	NA	SEC-qualified, must hold investments allowed by this Policy
XVI. C.	IM	Financial Deposit Instruments	30%	NA	NA	2-Year Mat; 1 Year Avg Maturity	Florida Security for Public Dep. Act
XVI. D.	EM	United States Government Securities	100%	NA	NA	10-Year Maturity	NA
XVI. E.	EM	United States Federal Agencies (full faith and credit)	100%	20.0%	NA	5-Year Maturity	NA
XVI. E.	EM	Federal Instrumentalities (Non-full full faith and credit)	45%	15.0%	NA	5-Year Maturity	NA
XVI. F.	EM	Corporate Debt Securities	25%	3.0%	NA	5-Year Maturity	A3/A- by 2 NRSRO
XVI. G.	EM	Municipal Bonds	35%	3.0%	NA	5-Year Maturity	A3/A- by 2 NRSRO
XVI. H.	EM	Mortgage-Backed Securities (MBS), including CMOs	35%	15.0%	3.0% per CUSIP	5-Year WAL	Agency only
XVI. I.	EM	Asset-Backed Securities (ABS)	10%	3.0%	NA	5-Year WAL	Aaa/AAA by 2 NRSRO
XVI. J.	EM	Commercial Mortgage-Backed Securities (CMBS)	8%	3.0%	NA	5-Year WAL	Agency only
XVI. K.	EM	Repurchase Agreements	15%, if longer than 1-Day	5.0%	NA	60-Days	Requires Master Repo Agreement
XVI. L.	EM	Bankers' Acceptances	15%	5.0%	No ABCP	270-Days	A1/P1 by 2 NRSRO
XVI. M.	EM	Commercial Paper	20%	5.0%	No ABCP	270-Days	A1/P1 by 2 NRSRO

EM. External Managers where limits apply to external portfolio.

IM. Internal Management where limits apply to combined internal and external portfolios.

WAL. Weighted Average Life.

The maximum combined portfolio allocation to MBS, CMBS and ABS securities is 45% at time of purchase.

The maximum combined portfolio allocation to corporate debt and municipal securities is 45% at time of purchase.

Portfolio securities may be purchased in either fixed or floating-rate form.

Policy for Landfill Rate Stabilization Reserve:
Policy No. 03-08

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 94-1, "Policy for Landfill Rate Stabilization Reserve," adopted by the Board of County Commissioners on February 8, 1994 is hereby repealed and superseded, and a new policy entitled "Solid Waste Rate Stabilization Reserve Fund" is hereby adopted in its place. It shall be the policy of the Board of County Commissioners of Leon County, Florida that:

1. The Solid Waste Rate Stabilization Reserve Fund is established to provide the following:

a. To accumulate funding for planned future capital project expenditures;
b. Funding for temporary and nonrecurring unexpected capital projects;
c. Funding to accommodate unexpected program mandates from other governmental bodies;
d. Funding for extraordinary operating expenses.
e. Funding for operating expenses in order to stabilize rates.

2. Use of funds from the Solid Waste Rate Stabilization Reserve Fund will be limited to operation of the landfill and transfer station.

3. The Board of County Commissioners must approve requests for use of Rate Stabilization Reserve Fund. The Board will use the procedures and evaluation criteria set forth in this policy. Such requests will be evaluated in insure consistency with other Board policy; the urgency of the request; the scope of services to be provided; the short- and long-term fiscal impact of the request; a review of alternative methods of funding or providing the services; a review for duplication of services with other agencies; a review of efforts to secure non-County funding; a discussion of why funding was not sought during the normal budget cycle; and a review of the impact of not funding or delaying funding to the next fiscal year.

4. The Rate Stabilization Reserve Fund will be budgeted at the excess of revenues over expenditures after the requirements of the balance needed in the Contingency Reserve and Closure Reserve are met. The Rate Stabilization Reserve Fund shall be separate from the Contingency Reserve and Closure Reserve.

5. The County's budget will be amended at such time as the County Commission, by majority vote, authorizes the use of reserves. All requests to the County Commission for the use of Rate Stabilization Reserve Fund shall be accompanied by an addendum prepared by OMB showing the year-to-date activity on the reserves account as well as the current account balance and the net effect on the account of approving the use of reserves.

6. As used in this document, the term "Fund" does not require the establishment of a self-balancing set of accounts, but rather indicates a separate account established within the Solid Waste Enterprise Fund.

Ordinance for Discretionary Funding Guidelines:
Ordinance No. 06-34

Section 2-600 Application of Article

This article shall govern the allocation of discretionary funds and provide the Board a maximum amount of annual funding available in each of the following fund categories: Community Human Services Partnership Fund, Community Human Services Partnership – Emergency Fund, Commissioner District Budget Fund, Midyear Fund, Non-Departmental Fund, and Youth Sports Teams Fund.

Section 2-601 Annual Appropriation

Funding for the purposes set forth in this article shall be subject to an annual appropriation by the Board in accordance with this article.

Section 2-602 Definitions

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

- *Community Human Services Partnership Fund* shall mean funds eligible for allocation to social service programs.
- *Community Human Services Partnership – Emergency Fund* shall mean funds eligible for allocation for one time funding to meet an emergency situation.
- *Commissioner District Budget Fund* shall mean funds eligible for allocation to each Commissioner for activities relating to his or her district or the County at large.
- *Emergency Situation* shall mean those exigent circumstances that would prohibit or severely impact the ability of a currently funded Community Human Services Partnership (CHSP) agency to provide services.
- *Midyear Fund* shall mean funds eligible for allocation for requests that occur outside of the regular budget process.
- *Non-Departmental Fund* shall mean funds eligible for allocation for non-profit entities that are included, by direction of the Board, as part of the regular adopted budget.
- *Non-Profit* shall mean an entity that has been designated as a 501(c)(3) eligible by the U.S. Internal Revenue Services and/or registered as a non-profit entity with the Florida Department of State.
- *Youth Sports Teams Fund* shall mean funds eligible for allocation for temporary and nonrecurring youth sporting events such as tournaments and playoffs, and events recognizing their accomplishments.

Section 2-603

(a) The County Administrator or his designee is authorized to develop forms and procedures to be used by a non-profit, group or individual when submitting a request for funding consistent with the provisions herein.
(b) The County Administrator or his designee shall establish a process for evaluating request for funding made pursuant to this article.

Section 2-604

(a) *Community Human Services Partnership* Program Fund
  (1) Non-profits eligible for Community Human Services Partnership (CHSP) funding are eligible to apply for funding for other programs or specific event categories as long as the organization does not receive multiple County awards for the same program or events, or when requesting funding for an activity that is not CHSP eligible, such as capital improvements.
  (2) Annually, as part of the budget process, the Board shall confirm the allocation of funding set aside for the Community Human Services Program.

(b) Community Human Services Partnership Program – Emergency Fund.
  (1) Non-profits that are funded through the CHSP process are eligible to apply for emergency, one time funding through the Community Human Services Partnership Program – Emergency Fund.
  (2) Annually, as part of the budget process, the Board shall confirm the allocation of funding set aside for the Community Human Services Partnership Program – Emergency Fund.
  (3) These funds are available to any agency that is currently funded through the CHSP process.
  (4) The request for emergency funding shall be made at a regular meeting of the Board. If deemed appropriate, the request for emergency funding shall then go before a CHSP sub-committee consisting of members from the CHSP review boards of each of the partners (Leon County, the City of Tallahassee, and the United Way of the Big Bend.) The sub-committee shall determine if the situation would qualify as an Emergency Situation and what amount of financial support would be appropriate. The CHSP shall then make a recommendation to the County Administrator, who is authorized to approve the recommendation for funding.
  (5) In the event the Board does not meet in a timely manner, as it relates to an agency's request, the County Administrator shall have the authority to appropriate expenditures from this account.

(c) Commissioner District Budget Fund
  (1) Annually, as part of the budget process, the Board shall determine the allocation of funding set aside for the Commissioner District budget fund.
  (2) Expenditures shall only be authorized from this account for approved travel, and office expenses.

(d) Midyear Fund
  a. Non-profits, groups or individuals that do not fit into any of the other categories of discretionary funding as outlined in this article are eligible to apply for midyear funding.
  b. Annually, as part of the budget process, the Board shall determine the allocation of funding set aside for the Midyear Fund.

c. In the event the Board does not meet in a timely manner, as it relates to a funding request, the County Administrator shall have the authority to appropriate expenditures from this account. Such action is thereafter required to be ratified by the Board.

(e) Non-Departmental Fund

(1) Non-profits eligible for non-departmental funding are eligible to apply for funding in any other program or specific event categories as long as the organization does not receive multiple County awards for the same program or event. Eligible funding activities in this category are festivals and events and outside service agencies.

(2) Annually, as part of the budget process, the Board shall determine the allocation of funding set aside for the Non-Departmental Fund.

(3) Non-profits eligible for funding through the Cultural Resources Commission (CRC) Leon County Grant Program (funded through the non-departmental process) are eligible for funding in other program or specific event categories as long as the organization does not receive multiple County awards for the same program or event.

(f) Youth Sports Teams Fund

(1) Non-profits or athletic teams of the Leon County school system that are eligible for the County's Youth Athletic Scholarship Program are not eligible for funding pursuant to this Article.

(2) Annually, as part of the budget process, the Board shall determine the amount of funding pursuant to this Article.

(3) The award for Youth Sports Teams shall not exceed $500 per team.

(4) Youth Sports Teams requesting funding from the Board shall first submit their requests in writing to the County Administrator or his or her designee for review and evaluation the request must include certified documentation establishing the legitimacy of the organization.

(5) Funding will be allocated on a first-come, first-serve basis. In the event that more than one request is received concurrently when the fund's balance is reduced to $500, the remaining $500 will be divided equally among the applicants meeting the evaluation criteria.

(6) Applicants must have participated in a City, County, or school athletic program during the year in which funding is sought.

(7) Team participants must be 19 years of age or younger.

(8) The requested funding shall support post-season activity, e.g., tournaments, playoffs, or awards banquets associated with extraordinary performance.

(9) After the Youth Sports Team funding level is established by the Board during the budget process, the County Administrator shall have the authority to appropriate expenditures from this account.

(g) *Appropriation Process Annually, prior to March 31, the Board shall:*

(1) Determine the amount of funding set aside for each funding category identified in this Article;

(2) Determine the list of permanent line item funded entities that can submit applications for funding during the current budget cycle; and

(3) Provide direction to staff on additional appropriation requested that should be considered as part of the tentative budget development process.

Section 2. Conflicts.

All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict, except to the extent of any conflicts with the Tallahassee-Leon County 2030 Comprehensive Plan as amended, which provisions shall prevail over any parts of this ordinance which are inconsistent, whether in whole or in part, with the said Comprehensive Plan.

Section 3. Severability.

If any word, phrase, clause, section or portion of this ordinance shall be held invalid or unconstitutional by a court of competent jurisdictions, such portion or words shall be deemed a separate and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Section 4. Effective Date

This Ordinance shall have effect upon becoming law. DULY PASSED AND ADOPTED BY the Board of County Commissioners of Leon County, Florida, this 12th day of March, 2013.

Reserve Policy:
Policy No. 07-2

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

Policy No. 07-2, "Reserves", adopted by the Board of County Commissioners on July 10, 2007, is hereby superseded, and a revised policy is hereby adopted in its place, to wit:

1. Emergency Reserves

a. The general revenue emergency reserves will be maintained at an amount not to be less than 3% and to not exceed 8% of projected general fund and fine and forfeitures fund operating expenditures for the ensuing fiscal year.

b. A Catastrophe Reserve will be maintained at 2% of the general fund and fine and forfeiture fund operating expenditures for the ensuing fiscal year. The Catastrophe Reserve will provide immediate cash flow for staff overtime, equipment, contractual support and materials/supplies in the event of a natural disaster. In the event of a declared local state of emergency, the County Administrator is authorized to utilize the Catastrophe Reserve to pay Leon County solid waste and Leon County building/growth fees for eligible residents for the purpose of debris removal and home restoration/reconstruction. To be eligible, residents must demonstrate that all other means (including, but not limited to: FEMA Individual Assistance, property insurance) have been exhausted prior to seeking County assistance.

c. The reserve for contingency is separate from the reserve for cash balances.

d. Annually, the Board will determine an appropriate amount of reserve for contingency to be appropriated as part of the annual budget. Any funds not included in the budget under this category will be included as part of the unreserved fund balance.

2. Reserve for Cash Balances

a. The County will maintain an annual unappropriated reserve for cash balance at a level sufficient to maintain adequate cash flow and to eliminate the need for short-term borrowing.

b. The unappropriated fund balance shall be no less than 10% and no greater than 20% of projected general fund and fine and forfeiture fund operating expenditures.

c. The reserve for cash balance shall be separate from the emergency reserves.

d. All major funds will retain sufficient cash balances to eliminate the need for short-term borrowing.

3. Utilization of Fund Balance

a. As part of the annual budget process, a determination will be made of the minimum and maximum amounts of fund balance available based on the requirements set forth in Sections 1 and 2.

b. Funds in excess of the minimums established can be utilized to support one time capital project funding and/or other one-time expenditures to address unforeseen revenue shortfalls.

4. Budgeted Contingency Reserve

Budgeted Reserve for Contingency reserves, are established to provide the following:

a. Funding for authorized mid-year increases to adopted levels of service.

b. Funding for unexpected increases in the cost of providing existing levels of service.

c. Temporary and nonrecurring funding for unexpected projects.

d. Funding of a local match for public or private grants.

e. Funding to offset losses in revenue caused by actions of other governmental bodies.

f. Funding to accommodate unexpected program mandates from other governmental bodies.

5. Procedures

a. The County Administrator is authorized to develop forms and procedures to be used by outside agencies or individuals or County agencies in submitting their requests for use of contingency reserves.

b. County agencies, including County departments and Constitutional Officers, requesting additional funding from the Board shall first submit their requests in writing to the County Administrator for full review and evaluation.

c. After evaluation, all requests will be brought to the Board for consideration at a regularly scheduled meeting.

d. Requests for use of reserves for contingency may be approved only by the Board of County Commissioners.

e. The County's budget will be amended at such time the County Commission, by majority vote, authorizes reserves for contingency. All requests to the County Commission for the use of any reserves for contingency shall be accompanied by a "contingency statement" prepared by OMB showing the year-to-date activity on the reserves account as well as the current account balance and the net effect on the account of approving the use of reserves.

6. Evaluation Criteria

a. The Board will use the procedures and evaluation criteria set forth in this policy. The evaluation of funding requests shall include, but not be limited to the following:

- consistency with other Board policy;
- the urgency of the request;
- the scope of services to be provided;
- the short-term and long-term fiscal impact of the request;
- a review of alternative methods of funding or providing the services,
- a review for duplication of services with other agencies;
- a review of efforts to secure non-County funding;
- a discussion of why funding was not sought during the normal budget cycle; and
- a review of the impact of not funding or delaying funding to the next fiscal year.

7. Exceptions

a. This policy is not intended to limit regular mid-year salary adjustment transfers from the salary adjustment contingency account, which is reviewed separately by the Board of County Commissioners on an annual basis.

Tallahassee-Leon County Comprehensive Capital Improvement Element Goals, Objectives, and Policies

Goal 1: [CI] (*Effective 7/16/90*)
To use sound fiscal policies to provide adequate public facilities concurrent with, or prior to development in order to achieve and maintain adopted standards for levels of service, and to exceed the adopted standards, when possible. 9J-5.016(3) (a)

PUBLIC FACILITY NEEDS

Objective 1.1: [CI] (*Effective 7/16/90*)

Define types of public facilities, establish standards for levels of service for each type of public facility, and determine what capital improvements are needed in order to achieve and maintain the standards for existing and future populations, and to repair or replace existing public facilities. 9J-5.016(3)(b)1

Policy 1.1.1: [CI] (*Effective 7/16/90*)

The following definitions apply throughout this Capital Improvements Element.

1. “Capital Improvement" means, improvements to land, structures (including design, permitting, and construction), initial furnishings and selected equipment (including ambulances, fire apparatus,). Capital improvements have an expected useful life of at least 3 years. Other "capital" costs, such as motor vehicles and motorized equipment, computers and office equipment, office furnishings, and small tools are considered in the local government's annual budgets, but such items are not "capital improvements" for the purposes of the Comprehensive Plan, or the issuance of development orders.

2. "Category of public facilities" means a specific group of public facilities, as follows:

a. Category A public facilities are arterial and collector roads, mass transit, stormwater management, potable water, sanitary sewer, solid waste, and parks and recreation facilities owned or operated by the local government, all of which are addressed in other elements of this Comprehensive Plan.

b. Category B public facilities are fire service, bikeway, sidewalk, airport and other government facilities owned or operated by the local government.

c. Category C public facilities are arterial and collector roads, mass transit, stormwater management, potable water, sanitary sewer, solid waste, and parks and recreation facilities owned or operated by Federal, and State governments, independent districts, and private organizations.

3. "Development order" for purposes of determining vested rights means any order granting, denying, or granting with conditions an application for a building permit, zoning permit, subdivision approval, rezoning, certification, special exception, variance, or any other official action of the local government having the effect of permitting the development of land. Development orders shall be categorized as:

a. “Final Development Orders" The following development order shall be considered to be final development orders for purposes of a determination of vested rights in a previously approved development:

(1) Preliminary subdivision plat approval;

(2) Final subdivision plat approval; Tallahassee-Leon County Comprehensive Plan

(3) Final Site plan approval (pursuant to County Ordinance 88-16);

(4) Approval of a PUD concept plan;

(5) Approval of a PUD Final Development Plan;

(6) Building permit;

(7) Development agreement entered into pursuant to Florida Statutes, Section 163.3220, et seq.; and

(8) Any other development order which approves the development of land for a particular use or uses at a specified intensity of use and which allows commencement of construction or physical development activity on the land for which the development order is issued.

a. “Preliminary development order" mean a DRI Development approval, zoning approval, preliminary development plan approval, conditional use approval, master plan approval, Board of Adjustment approval, and any other development order than a final development order.

4. "Local government" means the City of Tallahassee, Florida and Leon County, Florida.

5. "Public facility" means the capital improvements and systems of each of the following: arterial and collector roads, mass transit, stormwater management, potable water, sanitary sewer, solid waste, parks and recreation, library, corrections, emergency medical service, fire service, bikeway, sidewalk, airport, other local government buildings, public education and public health facilities.

Policy 1.1.2: [CI] (*Rev. Effective 8/17/92*)

The local government shall establish standards for levels of service for Categories A and C of public facilities, and shall apply the standards as follows:

1. Category A. The standards for levels of service of each type of public facility in Category A shall apply to development orders issued by the local government after January 31, 1991, or such earlier date as may be adopted by the local government, the local governments' annual budgets beginning with the 1990-91 fiscal year, the local governments' Capital Improvement Programs beginning with the 1990-91 fiscal year, and other elements of this Comprehensive Plan.

2. Category C. The standards for levels of service of each type of public facility in Category C shall apply to development orders issued by the local government after January 31, 1991, or such earlier date as may be adopted by the local government, and other elements of this Comprehensive Plan, but shall not apply to the local governments' annual budgets or the local governments' Capital Improvement Programs.

Policy 1.1.3: [CI] Levels of Service Required for Infrastructure, Facilities, and Utilities (*Revised Effective 7/25/03; Revision Effective 7/20/05; Revision Effective 12/24/2010; Revision Effective 12/15/11*)

The following standards are hereby established as the minimum levels of service for various infrastructure, facilities, utilities and services required to support new development within the City of Tallahassee and Leon County.

1. Roadways

The peak hour roadway level of service for Tallahassee and Leon County is established as follows:

a. Outside the Urban Service Area:

Functional Classification	Inside the USA	Outside the USA
Interstate, Intrastate, Limited Access Parkways	C	B
Principal Arterials	D	C
Minor Arterials	D / E*	C
Major and Minor Collectors	D / E*	C
Local Streets	D	D

*For Minor Arterials, and Major and Minor Collectors located inside the Urban Service Area and south of U.S. 90, the Level of Service shall be "D" for purposes of establishing priorities for programming transportation improvements, and "E" for meeting concurrency requirements, to support the Southern Strategy. Roads north of U.S. 90 shall be LOS D for both programming improvement and concurrency purposes.

**The Level of Service for Monroe Street from Gaines Street to Tennessee Street shall be "E". (*Revised Effective 12/10/02*)

b. Notwithstanding any of the above LOS standards in Policy 1.4.1 a. (above), in local government's review of a proposed development project, an optional LOS standard may be established that is equivalent to the currently adopted LOS standard plus 50% and may be applied in calculating the concurrency capacity for an impacted roadway segment that is not a Florida Intrastate Highway Facility (FIHS) as determined by the Florida Department of Transportation and that is located within the USA boundary provided that the following criteria is met:

1) The roadway segment is "capacity constrained" (as defined below), and;
2) The applicant or developer of the project being reviewed provides a "commensurate mitigation contribution" (as described below) to the local government for an alternative improvement.

For the purposes of this policy, the assumed roadway capacity that can be achieved under the adopted LOS standard plus 50% shall not exceed 150% of the maximum service flow at the adopted LOS. A "capacity constrained" roadway segment is one where the local government has determined that:

1) The improvement that will resolve the deficiency is not feasible due to environmental constraints, regulatory constraints or prohibitively costly right-of way demands, or;
2) The improvement that will resolve the deficiency is not desirable in that it is inconsistent with clearly defined community goals or long-term plans, or;
3) The improvement that will resolve the deficiency is not desirable in that it clearly represents an economically inefficient measure that will address a public facility deficiency only on a temporary, limited basis.

The "commensurate mitigation contribution" must be equivalent to the costs of the public facility improvement(s) necessary to eliminate the capacity deficiency in order that the LOS standards in Policy 1.4.1 a. (above) would be maintained on the impacted roadway segment. The transportation facility improvement on which the contribution can

be expended by the local government may include public road capacity improvements, public road right-of-way acquisition, mass transit system implementation or facility improvements, or bike or pedestrian facility improvements. In addition, the transportation facility improvement on which the contribution can be expended must serve to enhance the transportation network within the defined traffic impact area of the proposed development.

2. Mass Transit

Tallahassee Mass Transit System (Category A):

For purposes of evaluating transit level of service over the Plan Horizon, the local government should expand coverage with a goal of serving 80 to 89 percent of the residential population within the Urban Service Area by a transit route along an arterial or collector roadway within approximately ½ mile.

3. Stormwater

a. Tallahassee and Leon County (Category A)
The design and water quality standards set forth in Florida Administrative Code Chapters 17-3 and 17-25, as the same may be amended from time to time, are hereby adopted by reference as the level of service for stormwater quality.

Local government may set higher minimum levels of treatment in watersheds where investigation and analysis indicate more stringent levels of service are required.

Stormwater management facilities shall be adequate to provide the following levels of service with regard to flood control:

100 Year Critical Storm Event

- No flood water in new buildings or existing buildings.
- Overland flow capacity available for all flow in excess of capacity of underground and open channel conveyance systems.

25 Year or Less Critical Storm Event

- No flood water more than six inches deep in local roads, parking lots, or other non-street vehicular use areas.
- No flood water in one driving lane each direction of collector streets.
- No flood water in two driving lanes each direction on arterial streets.
- Open channel conveyance capacity available for all flow in excess of capacity of underground conveyance system, or for full twenty-five year storm flow if no underground system exists.
- The rate of off-site discharge shall not exceed the predevelopment rate of discharge.
- 10 Year or Less Critical Storm Event
- No flood water in one driving lane of local roads.
- No flood water in the driving lanes of any road other than a local road.
- Underground conveyance not overflowing in business and commercial districts.

5 Year or Less Critical Storm Event

- No flood water in the driving lanes of any roadways. •Underground conveyances not overflowing in residential districts.

These are the adopted levels of service and shall be used as the basis for determining the availability of facility capacity and the system demand generated by development. In instances where an off-site deficiency exists at the time of adoption of this policy, such deficiency shall not be increased as the result of any development or land use changes.

b. Federal and State lands stormwater management

(Category C):

(1) Inside urban service area: Same as local government

(2) Outside urban service area: Same as local government

4. Potable Water

a. Tallahassee and Leon County water systems (Category A):

(1) Inside urban service area: 160 gpcpd

(2) Outside urban service area (Rural Community Land Use Category or Demonstrated Hardship: 100 gpcpd

b. Private water system

(Category C):

(1) Inside urban service area: 160 gpcpd

(2) Outside urban service area: 100 gpcpd

5. Sanitary Sewer (Revision Effective. 1/7/10; Revision. Effective. 12/24/10)

a. The LOS for sanitary sewer systems shall be as published in the Recommended Standard for Wastewater Facilities as referenced in 62-604.300 (5) (g) Florida Administrative Code.

b. In the design of sewer collection, pumping, treatment, and effluent disposal facilities, appropriate peak factors shall be utilized. This is the adopted level and shall be used as the basis for determining the availability of facility capacity and the demand generated by a development.

6. Parks and Recreation Facilities

a. Tallahassee parks and recreation facilities:

(1) Regional parkland: 4 acres per 1,000 population Includes City operation of County-owned Tom Brown Park.
(2) Area park land: 1 acre per 1,000 population
(3) Recreation facilities are included in the cost of parkland.

b. Leon County parks and recreation facilities:

(1) Regional parkland: 8 acres per 1,000 population

(2) Area Parkland: 1 acre per 1,000 population

(3) Recreation facilities are included in the cost of park land.

7. Solid Waste

a. Leon County solid waste facilities (includes all public, private, public/private partnerships, facilities, and contracted services):

(1) Provide for:

Table 19: Solid waste level of service (Capital Improvements)

Year (Jan 1)	**LOS** (lbs/ Capita Per Day)	**Year**	**LOS**	**Year**	**LOS**	**Year**	**LOS**
2011	7.20	2016	7.4	2021	7.4	2026	7.4
2012	7.20	2017	7.4	2022	7.4	2027	7.4
2013	7.30	2018	7.4	2023	7.4	2028	7.4
2014	7.35	2019	7.4	2024	7.4	2029	7.4
2015	7.4	2020	7.4	2025	7.4	2030	7.4

(2) One year of Class I landfill lined cell disposal capacity at present fill rates

(3) Five years of Class I landfill capacity with preliminary permit approval from the Florida Department of Environmental Regulation

(4) Ten years of properly zoned Class I landfill raw land capacity at present fill rates

b. Private solid waste disposal facilities: Same as local government

8. On-Site

Tallahassee and Leon County Category A Public Facilities
Levels of service for on-site improvements, including local streets, water and sewer connection lines, stormwater management facilities, local parks and open space shall be as required of the developer in Tallahassee's and Leon County's land development regulations. Development approval shall be conditioned on the availability of services necessary to maintain all applicable level of service standards as adopted within the Comprehensive Plan.

Policy 1.1.4: [CI] (*Effective 7/16/90*)

The local governments shall determine the quantity of capital improvements that is needed as follows:

1. The quantity of capital improvements that is needed to eliminate existing deficiencies and to meet the needs of future growth shall be determined for each public facility by the following calculation: Q = (S x D) - I.
   Where Q is the quantity of capital improvements needed,

   S is the standard for level of service,

   D is the demand, such as the population, and

   I is the inventory of existing facilities.

   The calculation will be used for existing demand in order to determine existing deficiencies. The calculation will be used for projected demand in order to determine needs of future growth. The estimates of projected demand will account for demand that is likely to occur from previously issued development orders as well as future growth. Public facilities to serve demand from previously issued development orders are assured by including such demand in "D" (demand) in the preceding calculation.

2. There are two circumstances in which the standards for levels of service are not the exclusive determinant of needs for a capital improvement:

   a. Repair, remodeling, renovation, and replacement of obsolete or worn out facilities will be determined by the local government.

   b. Capital improvements that provide levels of service in excess of the standards adopted in this Comprehensive Plan may be constructed or acquired at any time as long as the following conditions are met:

      (1) the capital improvement does not make financially infeasible any capital improvement of the same type that is needed to achieve or maintain the standards for levels of service adopted in this Comprehensive Plan, and

      (2) the capital improvement does not contradict, limit or substantially change the goals, objectives and policies of any element of this Comprehensive Plan, and

      (3) one of the following additional conditions is met:

(a) the excess capacity is an integral part of a capital improvement that is needed to achieve or maintain standards for levels of service, or

(b) the excess capacity provides economies of scale making it less expensive than a comparable amount of capacity if acquired at a later date, or

(c) the asset acquired is land that is environmentally sensitive, or designated by the local government as necessary for conservation or recreation, or

(d) the excess capacity is part of a capital project financed by general obligation bonds approved by referendum.

3. Any capital improvement that is determined to be needed as a result of any of the factors listed in Policy 1.1.4.2 shall be included in the regular Schedule of Capital Improvements contained in this Capital Improvements Element. All such capital improvements shall be approved in the same manner as the capital improvements that are determined to be needed according to the quantitative analysis described in Policy 1.1.4.1. 9J-5.016(3)(b)2, (3)(c)1, (3)(c)1.b, (3)(c)1.e, (3)(c)3, (3)(c)5, (3)(c)9

Policy 1.1.5: [CI] (*Effective 7/16/90*)

The relative priorities among types of public facilities are as follows:

1. Priorities Among Types of Public Facilities. All public facility improvements that are based on achieving and maintaining a standard for levels of service adopted in this Comprehensive Plan are included in the financially feasible Schedule of Capital Improvements contained in this Capital Improvements Element. The relative priorities among types of public facilities (i.e., roads, potable water, sanitary sewer, etc.) were established by adjusting the standards for levels of service and the available revenues until the resulting public facilities needs became financially feasible.

   Legal restrictions on the use of many revenue sources limit the extent to which types of facilities may be prioritized because they do not compete for the same revenues. During each annual prioritization process, no further prioritization among types of public facilities is necessary because all projects in the Schedule of Capital Improvements are financially feasible, programmed for improvement, and will be completed according to the Schedule. Each year, however, prioritization among types of facilities is re-determined by reaffirming or revising standards for levels of service within the constraints of available restricted revenues.

2. Priorities of Capital Improvements Within a Type of Public Facility. Capital improvements within a type of public facility are to be evaluated on the following criteria and considered in the order of priority listed below. The local government shall establish the final priority of all capital improvements using the following criteria as general guidelines. Any revenue source that cannot be used for a high priority facility will be used beginning with the highest priority for which the revenue can legally be expended.

   a. Repair, remodeling, renovation, or replacement of obsolete or worn out facilities that contribute to achieving or maintaining standards for levels of service adopted in this Comprehensive Plan.

   b. New or expanded facilities that reduce or eliminate deficiencies in levels of service for existing demand.

   c. New public facilities, and improvements to existing public facilities, that eliminate public hazards not otherwise eliminated by improvements prioritized according to Subsection a or b, above.

   d. New or expanded facilities that provide the adopted levels of service for new development and redevelopment during the next five fiscal years, as updated by the annual review of this Capital Improvements Element. Tallahassee and Leon County may acquire land or right-of-way in advance of the need to develop a facility for new development. The location of facilities constructed pursuant to this Subsection shall conform to the Future Land Use Element, and specific project locations shall serve projected growth areas within the allowable land use categories. In the event that the planned capacity of public facilities is insufficient to serve all applicants for development orders, the capital

improvements will be scheduled in accordance with criteria contained in the land development regulations.

e. Improvements to existing facilities, and new facilities that significantly reduce the operating cost of providing a service or facility, or otherwise mitigate impacts of public facilities on future operating budgets.

f. New facilities that exceed the adopted levels of service for new growth during the next five fiscal years by either;

(1) providing excess public facility capacity that is needed by future growth beyond the next five fiscal years, or
(2) providing higher quality public facilities than are contemplated in the local governments' normal design criteria for such facilities.

g. Facilities not described in Subsections a through f, above, but which the local government is obligated to complete, provided that such obligation is evidenced by a written agreement the local government executed prior to July 1, 1990.

3. All facilities scheduled for construction or improvement in accordance with this Policy shall be evaluated to identify any plans of State agencies or the Northwest Florida Water Management District that affect, or will be affected by, the proposed local government capital improvements.

4. Project evaluation may also involve additional criteria that are unique to each type of public facility, as described in other elements of this Comprehensive Plan. 9J-5.016(3)(c)1, (3)(c)3

Policy 1.1.6: [CI] (*Effective 7/1/04*)

All proposed capital projects in the City and County shall be consistent with the adopted Transportation Plan and designated future transportation corridors.

FINANCIAL FEASIBILITY

Objective 1.2: [CI] (*Effective 7/16/90*)

Provide needed public facilities that are within the ability of the local government to fund the facilities from local government revenues, development's proportionate share contributions, and grants or gifts from other sources. 9J-5.016(3)(b)5

Policy 1.2.1: [CI] (*Effective 7/16/90*)

The estimated costs of all needed capital improvements shall not exceed conservative estimates of revenues from sources that are available to the local government pursuant to current statutes, and which have not been rejected by referendum, if a referendum is required to enact a source of revenue. 9J-5.016(3)(c)1.f

Policy 1.2.2: [CI] (*Revised Effective 12/8/98; Revision Adopted 4/21/05*)

Existing and future development shall both pay for the costs of needed public facilities.

1. Future development

a. Future development shall pay for its proportional share of the capital improvements needed to address the impact of such development. Enterprise fund user charges, connection fees, and other user fees paid by new development shall be reviewed every two years to assure that provision of capital improvements needed to address the impact of future development will not increase ad valorem tax rates or rates of electric, gas, water or sewer utilities. Upon completion of construction, "future" development becomes "present" development, and shall contribute to paying the costs of the replacement of obsolete or worn out facilities as described in subsection 2, below.

b. Future development's payments may take the form of, but are not limited to, voluntary contributions for the benefit of any public facility, impact fees, capacity fees, dedications of land, provision of public facilities, and future payments of user fees, special assessments and taxes.

c. Future development's payment of proportionate fair-share mitigation for various deficient facilities may be aggregated to pay for one or more transportation system improvements. "Significant benefit" proportionate fair share may be applied to calculate and expend developer mitigation in the following manner:

Assessment: The local government shall require an analysis of transportation facilities level of service to determine if deficiencies occur or are projected to occur within a prospective five-year period. If deficiencies are anticipated, the local government may use the "significant benefit" approach to assess proportionate fair-share mitigation and schedule improvements to address the identified deficiency(ies) on the impacted facility(ies) to meet the requirements for financial feasibility pursuant to Sections 163.3164(32), F.S., and 163.3177(3), F.S.

Implementation: The "significant benefit" provision shall be enacted through a Significant Benefit Memorandum of Agreement ("MOA") between the State of Florida Department of Transportation ("FDOT"), the City of Tallahassee, and Leon County, as it may be amended from time to time. The MOA shall adhere to the following:

(1) Identify geographic zones and prioritize specific facilities that constitute "significant benefit" facilities for each zone. These facilities, and the amount of funding necessary to pay for each of them, shall be identified within the MOA. Significant benefit facilities included in the annual Capital Improvements Element update shall be noted as being funded by significant benefit proportionate fair-share. A map showing the most current boundaries of the geographic zones shall also be included in the annual Capital Improvements Element update;

(2) When there are no roadway capacity projects in the City, County, or FDOT Capital Improvements Plan ("CIP") that address the capacity deficiency of an impacted roadway segment(s), the local government may collect proportionate fair-share mitigation based on the deficient facility(ies), and direct that mitigation toward the top priority project identified in the MOA;

(3) Proportionate fair-share mitigation shall be accumulated for the top priority significant benefit project for each zone until such time as the project is fully funded. This project shall be incorporated into the local government's 5-Year Capital Improvements Schedule;

(4) Prior to adoption of any comprehensive plan amendment relying on a MOA for City and/or County approval, the developer/applicant shall enter into a binding agreement with the City and/or County guaranteeing payment of the proportionate fair-share amount at the time of site plan approval. This agreement shall apply to the parcel rather than the applicant, and shall be submitted to the state land planning agency as data and analysis in support of the comprehensive plan amendment

(5) In the event a plan amendment necessitates the addition, deletion or change in priority for projects listed in the significant benefit project priority list (Attachment B of the MOA), the 5-Year Capital Improvements Schedule must be amended to indicate the significant benefit project(s) to which the proportionate fair-share funding will be allocated.

2. Existing development

a. Existing development shall pay for the capital improvements that reduce or eliminate existing deficiencies, and some or all of the replacement of obsolete or worn out facilities.

b. Existing development's payments may take the form of user fees, special assessments, and taxes. 9J-5.016(3)(b)4, (3)(c)8

3. Both existing and future development may have part of their costs paid by grants, entitlements or the provision of public facilities from other levels of government and independent districts.

4. The City will eliminate on-site refunds to property owners or their representatives except in those situations within the City limits which specifically support the City's goals of affordable housing, urban infill development, or the Southern Strategy goal of a more balanced growth pattern. In order to receive a rebate, a development must have an average net density of not less than two (2) units per acre. For purposes of this paragraph, the following definitions shall apply:

   a. Affordable housing: Any residential development in which 7% or greater of the residential units are determined to be affordable housing as defined in Section XIII, Glossary, under the Housing Element.

   b. Urban infill development: A development located on a parcel of property bounded on two or more sides by existing urban development, or adjacent to existing water or sewer service. "Urban" development" is defined as densities or intensities of one unit per acre or greater.

   c. Southern Strategy: Any development located within the Southern Strategy Area, as defined in the Land Use Element. (Rev. Effective 4/18/02)

The amount of on-site water and sewer refunds, on a residential equivalent basis shall not exceed (for water) an amount calculated to be the average cost to extend water distribution lines across a lot having 80 feet of frontage and (for sewer) an amount calculated to be the average cost to extend sewer collection lines across a lot having 80 feet of frontage.

The City shall amend its water and sewer extension policies and ordinances within sixty (60) days of the effective date of this amendment in order to effectuate the intent of this amendment.

In any utility reimbursement agreement, urban services agreement, or any other agreement, which provides for on-site refunds, the agreement shall state the specific goal or goals of this plan, which are served or achieved by the provision of refunds.

Policy 1.2.3: [CI] (*Rev. Effective 9/19/91*)

Capital improvements shall be financed, and debt shall be managed as follows:

1. Public facilities financed by enterprise funds (i.e., potable water, sanitary sewer, solid waste, and airport) shall be financed by:

   a. debt to be repaid by user fees and charges for enterprise services, or

   b. current assets (i.e., reserves, surpluses and current revenue), or

   c. a combination of debt and current assets.

2. Public facilities financed by non-enterprise funds (i.e., roads, stormwater management, parks, fire service, police protection, and other government buildings) shall be financed from current assets: revenue, equity and/or debt. Specific financing of specific capital projects shall consider which asset, or group of assets, will be most cost effective, consistent with prudent asset and liability management, appropriate to the useful life of the project(s) to be financed, and efficient use of the local governments' debt capacity.

3. Debt financing shall not be used to provide more capacity than is needed within the Schedule of Capital Improvements for non-enterprise public facilities unless:

   a. the excess capacity is an integral part of a capital improvement that is needed to achieve or maintain standards for levels of service, or

   b. the excess capacity provides economies of scale making it less expensive than a comparable amount of capacity if acquired at a later date, or

   c. the asset acquired is land that is environmentally sensitive, or designated by the local government as necessary for conservation or recreation, or

d. the excess capacity is part of a capital project financed by general obligation bonds approved by referendum. 9J-5.016(3)(c)2

4. The aggregate net bonded indebtedness in the City's enterprise activities shall not exceed 70% of assets. The City's adjusted general government net bonded indebtedness per capita shall not exceed 135% of Moody's Investor Service published median for cities of comparable size.

Policy 1.2.4: [CI] (*Effective 7/16/90*)

Tallahassee and Leon County shall not provide a public facility, nor shall it accept the provision of a public facility by others if Tallahassee, Leon County or another provider is unable to pay for the subsequent annual operating and maintenance costs of the facility.

Policy 1.2.5: [CI] (*Effective 7/16/90*)

All development orders issued by the local government which require public facilities that will be financed by sources of revenue which have not been approved or implemented (such as future debt or referenda) shall be conditioned on the approval of implementation of the indicated revenue source, or the substitution of a comparable amount of revenue from existing sources.

Policy 1.2.6: [CI] (*Effective 7/16/90*)

The sources of revenue contain within the adopted Comprehensive Plan (July 16, 1991) require no local referendum. In the event that subsequent sources of revenue listed under "Projected Costs and Revenues" require voter approval in a local referendum that has not been held, and a referendum is not held, or is held and is not successful, the Comprehensive Plan shall be amended to adjust for the lack of such revenues, in any of the following ways:

1. Reduce the standard for levels of service for one or more public facilities, or
2. Increase the use of other sources of revenue, or
3. Decrease the cost, and therefore the quality, of some types of public facilities while retaining the quantity of the facilities that is inherent in the standard for levels of service, or
4. A combination of the above alternatives.

The analysis that supports this Capital Improvements Element shall contain an Alternative Recommendation setting forth the costs and sources of revenue that will be proposed in the Plan amendment in the event the referendum is not held, or is held and is not successful.

Policy 1.2.7: [CI] (*Effective 4/18/02; Revision Effective 12/29/05; Revision Effective 12/24/10*)

Utility providers for sanitary sewer, water and stormwater shall prepare long range master plans with a 20-year planning horizon for major facilities from which subsequent five year capital improvement programs shall be derived. These long range master plans shall be based upon a needs plan to serve the Future Land Use Plan and its expected population within the Urban Service Area, and shall also contain a cost feasible plan. These long range master plans will be updated every five years.

Policy 1.2.8: [CI] (Effective 6/6/08; Revision. Annually)

Leon County Schools' 2016-2017 five-year District Facilities Work Program (as adopted by Leon County Schools on October 25, 2016) is hereby adopted by reference into the five-year Schedule of Capital Improvements. The five-year Schedule of Capital Improvements will be evaluated and updated annually to reflect existing and future public school facility needs to ensure that the School District's five-year capital plan is financially feasible and that the adopted level-of service standard for public schools is achieved and maintained.

Policy 1.2.9: [CI] (Renumbered Effective 12/15/11; Formerly Transportation Element Policy 1.10.2, Effective. 7/16/90)

The local government shall not take over the maintenance or the responsibilities associated with a local private road not built or upgraded to standards adopted by the local government.

Policy 1.2.10: [CI] (Renumbered Eff. 12/15/11: Formerly Transportation Element Policy 1.10.5, Effective. 7/16/90)

The City shall develop and maintain a program to pave all unpaved streets in the city limits under a 50% public and 50% assessment to owners along the street. The program will be prioritized with dead-end streets given lowest priority. The program will be subject to the availability of right-of-way.

Policy 1.2.11: [CI] (Revision Effective. 12/15/11; Formerly Transportation Element Policy 2.1.1)

Multimodal transportation districts shall only be approved in conjunction with the approval of financially feasible plans for bicycle, pedestrian and transit systems that reduce reliance on automobiles for access and internal circulation. In addition to local, state, and federal sources, financial feasibility shall be supported by a mobility fee to be paid by development projects based on their projected impacts to the transportation network consistent with procedures established by in the City of Tallahassee Concurrency Management system Policy and Procedures Manual (dated July 21, 2006 or most current).

Objective 1.3: [CI] (*Effective 7/16/90*)

Provide needed capital improvements for repair or replacement of obsolete or worn out facilities, eliminating existing deficiencies, and meeting the needs of future development consistent with the adopted plan and depicted on the future land use map and redevelopment caused by previously issued and new development orders. The local governments' ability to provide needed improvements shall be demonstrated by maintaining a financially feasible Schedule of capital Improvements, as documented by the summary "Costs and Revenues by Type of Public Facility" contained in this Capital Improvements Element. 9J-5.016(3)(b)1 and 5.

Policy 1.3.1: [CI] (*Rev. Effective 11-22-99*)

The local government shall provide, or arrange for others to provide, the public facilities listed in the Schedule of Capital Improvements in the "Requirements for Capital Improvements Implementation" section of this Capital Improvements element. The capital improvements listed for Leon County within this element are balanced pursuant to 9J-5 with available revenue sources. However, the County reserves the right to amend projects and funding sources consistent with the criteria set out in 9J-5 for the Capital Improvements Element. The Schedule of Capital Improvements may be modified as follows:

1. The Schedule of Capital Improvements shall be updated annually. The annual update process shall be initiated concurrently with the preparation and adoption of the local governments' capital budgets. The capital improvement element schedule update amendment to the Comprehensive Plan shall be based upon the local governments' draft capital budgets being considered for adoption. The capital improvement element schedule update shall reflect any changes in the construction initiation date, completion date, or estimated project cost as otherwise established in a previous year's capital improvement element schedule update. The update shall also indicate whether those projects included in the previous year's capital improvement element schedule update (but not included in the current year's capital improvement element schedule update), have been completed, are ongoing, or have been deleted. Thereafter, prior to the transmittal of the amendment revising the Schedule of Capital Improvements, the amendment shall be revised to reflect any corresponding changes in the adopted local government capital budgets.

2. Pursuant to Florida Statutes 163.3187, the Schedule of Capital Improvements may be amended two times during any calendar year, and as allowed for emergencies, developments of regional impact, and certain small scale development activities.

3. Pursuant to Florida Statutes 163.3177, the Schedule of Capital Improvements may be adjusted by ordinance not deemed to be an amendment to the Comprehensive Plan for corrections, updates, and modifications concerning costs; revenue sources; acceptance of facilities pursuant to dedications which are consistent with the plan; or the date of construction of any facility enumerated in the Schedule of Capital Improvements.

4. Any act, or failure to act, that causes any project listed in the Schedule of Capital Improvements of this Comprehensive Plan to be scheduled for completion in a fiscal year later than the fiscal year indicated in the Schedule of Capital Improvements shall be in effect only if the act causing the delay is subject to one of the following:

   a. Projects providing capacity equal to, or greater than the delayed project are accelerated within, or added to the Schedule of Capital Improvements, in order to provide capacity of public facilities in the fiscal year at least equal to the capacity scheduled prior to the act which delayed the subject project.

   b. Modification of development orders issued conditionally or subject to the concurrent availability of public facility capacity provided by the delayed project. Such modification shall restrict the allowable amount and schedule of development to that which can be served by the capacity of public facilities according to the revised schedule.

   c. Amendment of the plan to reduce the adopted standard for the level of service for public facilities until the fiscal year in which the delayed project is scheduled to be completed. 9J-5.016(3)(c)7

Policy 1.3.2: [CI] (*Effective 7/16/90*)

The local government shall include in the capital appropriations of their annual budgets all the capital improvements projects listed in the Schedule of Capital Improvements for expenditure during the appropriate fiscal year, except that the local government omit from their budgets any capital improvements for which a binding agreements has been executed with another party to provide the same project in the same fiscal year. The local government may also include in the capital appropriations of their annual budgets additional public facility projects that conform to Policy 1.1.4.2.b.3 and Policy 1.2.3.3.9J-5.016(3)(c)7.

Policy 1.3.3: [CI] (*Rev. Effective 8/17/92; Revision Effective 12/29/05*)

The City Commission of Tallahassee and the Board of County Commissioners of Leon County find that the impacts of development on public facilities within Tallahassee and Leon County occur at the same time as development authorized by a final development order. The local government shall determine, prior to the issuance of development orders, whether or not there is sufficient capacity of Category A and Category C public facilities to meet the standards for levels of service for existing development and the proposed development concurrent with the impacts of proposed development. For the purpose of this policy, the City of Tallahassee shall define "concurrent with" as follows:

1. No final development order shall be issued by the local government after October 1,1990 unless there shall be sufficient capacity of Category A and Category C public facilities to meet the standards for levels of service for the existing population and for the proposed development according to the following timeframes:

   a. For the following public facilities, there must be: a) available capacity to serve the impacts of the proposed development prior to the issuance of the building permit; b) at the time a development order is issued, the necessary facilities and services are guaranteed in an enforceable development agreement, pursuant to Florida Statutes, or an agreement or development order is issued pursuant to Chapter 380, Florida Statutes to be in place and available to serve new development at the time of the issuance of a certificate of occupancy.

      (1) Potable water.
      (2) Sanitary sewer.
      (3) Solid waste.
      (4) Stormwater management.

   b. For the following public facilities there must be available capacity to serve the impacts of the proposed development at the adopted level of service within 12 months of the issuance of the final development order:

      (1) Parks and recreation.
      (2) Mass transit.

2. An applicant for a preliminary development order shall have a determination made as to the availability of Category A and Category C public facilities in accordance with subsection a or b:

   a. The applicant may request a determination of available capacity as part of the review and approval of the preliminary development order provided that the determination of available capacity shall apply only to specific uses, densities and intensities based on information provided by the applicant and included in the development order,

   b. The applicant may request the approval of a preliminary development order without a determination of capacity of Category A and Category C public facilities provided that any such order is issued subject to requirements in the applicable land development regulation or to specific conditions contained in the preliminary development order that:

      (1) Final development orders for the subject property are subject to a determination of available capacity in Category A and Category C public facilities, as required by Policy 1.3.1, and;
      (2) No rights to obtain final development order, nor any other rights to develop the subject property have been granted or implied by the local government's approval of the preliminary development order without determining that there is available capacity in Category A and Category C public facilities.

3. Except for an approved development of regional impact with specific phases of development, the determination of available capacity shall be valid for the term of a proposed project's development order. For development orders without specific terms of development, the determination and reservation of available capacity shall not exceed two years. For good faith development, extensions of the two year terms may be permitted in six month intervals.

4. A determination that there is available capacity in public works to serve the project shall run with the land; shall be assignable within adjacent portions of a project; and shall not be assignable to other projects. A determination that there is available capacity for a project shall apply only to specific land uses, densities, and intensities based upon information provided by the applicant. Any change in the density, intensity or land use is subject to review and approval or denial by the City of Tallahassee.

5. An applicant shall prepay all impact fees or other infrastructure costs to guarantee the applicant's pro rata share of the local governments' financial obligation for public facilities, which are constructed by the local government for the benefit of the subject property.

   a. Whenever an applicant's pro rata share of a public facility is less than full cost of the facility, the local government shall contract with the applicant for the full cost of the facility including terms regarding reimbursement of the applicant for costs in excess of the applicant's pro rata share.

   b. Upon expiration of the determination of capacity for the development pursuant to subsection 2.a.(2) all unused capacity shall be forfeited. The pro rata infrastructure costs (not impact fees) paid for said capacity now forfeited shall be held by the City as a credit unless excess capacity exists that will allow local government to extend the expiration date. Pro rata infrastructure costs held as a credit by local government and not used by a developer to offset future impacts on public facilities shall be rebated without interest to the developer after a period of one (1) year.

6. The standards for levels of service of Category A and Category C public facilities shall be applied to the issuance of development orders on the following geographical basis:

   a. Public facilities which serve all of Leon County shall achieve and maintain the standard for levels of service on a Countywide basis. No development order shall be issued in any unincorporated part of Leon County if the standard for levels of service is not achieved and maintained throughout the County for the following public facilities:

      (1) Solid Waste Disposal
      (2) Countywide Parks

b. Public facilities which serve less than all of Leon County shall achieve and maintain the standard for levels of service within their assigned service area. No development order shall be issued in an assigned service area if the standard for levels of service is not achieved and maintained throughout the assigned service area for the following public facilities and assigned service areas:

(1) Arterial and Collector Roads: All such roads throughout the county significantly affected by the proposed development
(2) Stormwater Management Systems: Major Stormwater Basin
(3) Potable Water Systems: Water System Service Area
(4) Sanitary Sewer Systems: Treatment Plant Service Area
(5) Area Parks: Urban Service Area
(6) Mass Transit: Citywide

COORDINATE CAPITAL IMPROVEMENTS WITH LAND DEVELOPMENT

Objective 1.4: [CI] (*Effective 7/16/90*)

Manage the land development process to insure that all development receives public facility levels of service equal to, or greater than the standards adopted in Policy 1.1.3, subsections 1-3, and 6. 9J-5.016(3)(b)3 and 5 by implementing the Schedule of Capital Improvements (required by Objective 1.3) and produced in its entirety elsewhere in the Capital Improvements Element, and by using the fiscal resources provided for in Objective 1.2 and its supporting policies.

Policy 1.4.1: [CI] (*Effective 7/16/90*)

All Category A public facility capital improvements shall be consistent with the goals, objectives and policies of the appropriate elements of this Comprehensive Plan.
9J-5.016(3)(b)5, (3)(c)9, and (4)(a)1.b

Policy 1.4.2: [CI] (*Rev. Effective 11-22-99*)

The local government shall integrate their land use planning and decisions with their plans for public facility capital improvements by developing and adopting the programs listed in the "Implementation Programs" section of this Capital Improvements Element. The location of, and level of service provided by projects in the Schedule of Capital Improvements shall maintain adopted standards for levels of service for existing and future development in a manner and location consistent with the Future Land Use Element of this Comprehensive Plan. Individual land use decision shall be consistent with the Comprehensive Plan. 9J-5.016(3)(b)3, (3)(c)9.

REQUIREMENTS FOR CAPITAL IMPROVEMENTS IMPLEMENTATION SCHEDULE OF CAPITAL IMPROVEMENTS, INCLUDING GENERAL LOCATION

The Schedule of Capital Improvements on the following pages will repair or replace obsolete or worn out facilities, eliminate existing deficiencies, and make available adequate facilities for future growth through no less than a five-year planning period, updated annually. The analysis of capacity requirements for deficiency and growth at the time of original plan adoption appears in a support document prepared for this Capital Improvements Element: "Public Facility Requirements 1988/89 - 1995/96 and to 2010."

The projects are listed according to the type of public facility. Within each list, projects are listed in sequence according to the fiscal year in which the initial project expenditures are scheduled. The capital improvement element schedule update shall provide the projected construction initiation date, completion date, and rough estimate of the total project cost for each project included therein. The capital improvement element schedule update shall include advance-funded State of Florida roadway projects, noting, however, that the local government bears no obligation in the funding or construction of these facilities. The capital improvement element schedule update shall include those local road projects reflected in the local government's adopted capital budget.

Each project is named, and briefly described. Most project locations are specified in the name or description of the project. The capacity of the project is shown, using the same measure of capacity that is used in the standard for the level of service (see Policy 1.1.3). Capacity increases may meet the needs of current deficiencies, or future

development, or both, as noted above. If no "added capacity" is shown, the project is limited to repair, renovation, remodeling or replacement of an existing facility, with no net increase in capacity.

The estimated cost of each project during each of the next five or six fiscal years is shown in thousands of dollars ($1000s), and the total 5 or 6-year cost is also shown. Any costs incurred before or after the 5 or 6-year schedule are omitted from the project total. Such costs appear in the local governments' Capital Improvements Programs. All cost data is in current dollars; no inflation factor has been applied because the costs will be revised as part of the annual review and update of the Capital Improvements Element.

All projects contained in this Schedule of Capital Improvements are consistent with the other elements of this Comprehensive Plan. Consistency is determined and maintained by calculating that the total capacities of planned projects and existing facilities achieve or exceed the capacity of facilities that are required by the adopted standards for levels of service using the formula in Policy 1.1.4. 9J-5.016(4)(a)1

The Capital Improvements Element reflects the five year adopted Capital Improvement Plans (CIPs) of the City of Tallahassee and Leon County, and may not reflect other Capital Facilities documents that are concurrently being developed and yet to be adopted.

Rule 9J-5.016, F.A.C., concerning the Capital Improvements Element states, in part, "The Capital Improvements Element should include projects for which local government has fiscal responsibility."

Objective 1.5: [CI] (*Effective 6/28/98*)

Ensure that the City of Tallahassee and Leon County, their agents, and their assigns appropriate adequate funds and maintain an operational commitment sufficient to implement the various obligations of the Comprehensive Plan which are not addressed through the capital improvements planning requirements.

Policy 1.5.1: [CI] (*Effective 6/28/98*)

The City of Tallahassee and Leon County, either jointly or separately, shall, in conjunction with the Comprehensive Plan Evaluation and Appraisal Report process, undertake a periodic review of obligations set forth in the Comprehensive Plan for which they, or their agents or assigns, are responsible for implementing, and which are not otherwise addressed through the capital improvements planning process. Each obligation shall be evaluated; including: a) affirmation of the commitment to the obligation; b) demonstration of financial capacity and commitment to carry out the work necessary to fulfill the obligation; and c) an assessment as to the ability to perform, or have performed, required work within the specified period of time (as applicable).

Should the City of Tallahassee or Leon County determine, as an outcome of this review, that an obligation found in the Comprehensive Plan should be deleted or otherwise modified; the affected local government shall file, at the first available opportunity, an amendment to the Comprehensive Plan making corresponding appropriate revisions.

Objective [CI] 1.6: (*Effective 12/8/98*)

The City of Tallahassee and Leon County shall adopt and implement revised programs and/or policies which favor the funding and scheduling of their capital improvements programs and policies for the Central Core Area and Southern Strategy Area

Policy [CI] 1.6.1: (*Effective 12/8/98*)

The local governments shall commit to undertake needed repairs, replace obsolete infrastructure and facilities, and address existing infrastructure deficiencies within the Central Core Area and Southern Strategy Area. The identification of such projects shall be based on the Comprehensive Assessment of the Central Core Area; the Comprehensive Assessment of the Southern Strategy Area; the Strategic Implementation Plan of the Central Core Area; the Strategic Implementation Plan of the Southern Strategy Area; and, any applicable Sector Plans.

Policy [CI] 1.6.2: (*Effective 12/8/98*)

By 1999, the local governments shall establish criteria for evaluation of projects proposed for inclusion within the 5

Year Capital Improvement Schedule. Among these criteria, there shall be criteria reflecting the commitment to needed improvements within the Central Core Area the Southern Strategy Area.

Policy [CI] 1.6.3: (*Effective 12/8/98*)

Funding approved to implement capital improvements necessary to address those needs identified by the Comprehensive Assessment of the Central Core Area and the Comprehensive Assessment of the Southern Strategy Area shall not be diverted to other projects without the expressed consent of the Commission.

PROGRAMS TO ENSURE IMPLEMENTATION
(*Revision Effective 9/19/91; Revision Effective 3/17/11*)

The following program descriptions are part of the adopted Comprehensive Plan. The following programs shall be implemented by January 31, 1991, or such earlier date as may be adopted by the local government, to ensure that the goals, objectives and policies established in the Capital Improvements Element will be achieved or exceeded. Each implementation program will be adopted by ordinance, resolution or executive order, as appropriate for each implementation program.

1. **Review of Applications for Development Orders.** The local government shall amend their land development regulations to provide for a system of review of various applications for the levels of service of Category A and Category C public facilities. Such system of review shall assure that no final development order shall be issued which results in a reduction in the levels of service below the standards adopted in Policy 1.1.3.a-c for Category A public facilities and Policy 1.1.3.f for Category C public facilities. The land development regulations shall include, at a minimum, the provisions of Policy 1.3.3.a and b in determining whether a development order can be issued. The land development regulations shall also address the circumstances under which public facilities may be provided by applicants for development orders. Applicants for development orders may offer to provide public facilities at the applicant's own expense in order to insure sufficient capacity of Category A and Category C public facilities, as determined according to Paragraphs A and B, above. Development orders may be issued subject to the provision of public facilities by the applicant subject to the following requirements:

2. **Update of Capital Improvements Element.** The Capital Improvements Element shall be reviewed and updated annually. The element shall be updated in conjunction with the budget process and the release of the official population estimates and projections by the Bureau of Economic and Business Research (BEBR) of the University of Florida. The update shall include the following data and analysis:
   a. Revision of population projections
   b. Update of inventory of public facilities
   c. Update of costs of public facilities
   d. Update of Public Facilities Requirements analysis (actual levels of service compared to adopted standards)
   e. Update of revenue forecasts
   f. Revise and develop capital improvements projects for the next five fiscal years
   g. Update analysis of financial capacity
   h. The most current version of the Significant Benefit Memorandum of Agreement (MOA), as allowed pursuant to Policy 1.2.2.(c), and notation in the Capital Improvements Schedule of specific projects allowed by Policy 1.2.2.(c).

3. **Concurrency Implementation and Monitoring System.** The local government shall establish and maintain Concurrency Implementation and Monitoring Systems. The Systems shall consist of the following components:
   a. Annual report on the capacity and levels of service of public facilities compared to the standards for levels of service adopted in Policy 1.1.3.a-c and f. The report shall summarize the actual capacity of public facilities and forecast the capacity of public all be based on the most recently updated Schedule of Capital Improvements in this Capital Improvements Element. The annual report shall constitute prima facie evidence of the capacity and levels of service of public facilities for the purpose of issuing development orders during the 12 months following completion of the annual report. The annual report shall also summarize and forecast capacities and levels of service for comparison to the standards adopted in Policy 1.1.3.d and e, but such portion of the annual report shall be for information purposes only, and shall not pertain to the issuance of development orders by the local government.

b. Public facility capacity review. The City of Tallahassee and Leon County shall use the procedures specified in Implementation Program 1, above, to enforce the requirements of Policy 1.3.3.a. and b. and as such the impacts of proposed development will be analyzed in relation to the availability of capacity at the time of permitting. Records shall be maintained during each fiscal year to indicate the cumulative impacts of all development orders approved during the fiscal year-to-date on the capacity of public facilities as set forth in the most recent annual report on capacity and levels of service of public facilities. The land development regulations of the local government shall provide that applications for development orders that are denied because of insufficient capacity of public facilities may be resubmitted after a time period to be specified in the land development regulations. Such time period is in lieu of, and not in addition to, other minimum waiting periods imposed on applications for development orders that are denied for reasons other than lack of capacity of public facilities. Land development regulations shall require that development commence within a specified time after a development order is issued, or the development order shall expire, subject to reasonable extensions of time based on Criteria included in the regulations.

c. Review of changes in planned capacity of public facilities. The local government shall review each amendment to this Capital Improvement Element, in particular any changes in standards for levels of service and changes in the Schedule of Capital Improvements, in order to enforce the requirements of Policy 1.3.1.d.

d. Concurrency implementation strategies. The local government shall annually review the concurrency implementation strategies that are incorporated in this Capital Improvements Element:

(1) Standards for levels of service that are phased to reflect the local governments financial ability to increase public facility capacity, and resulting levels of service, from year to year. Standards for levels of service may be phased to specific fiscal years in order to provide clear, unambiguous standards for issuance of development orders. (See Policy 1.1.3)

(2) Standards for levels of service that are applied within appropriate geographical areas of the local government. Standards for Countywide public facilities are applied to development orders based on levels of service throughout the County. Standards for public facilities that serve less than the entire County are applied to development orders on the basis of levels of service within assigned service areas. (See Policy 1.3.3.c)

(3) Standards for levels of service are applied according to the timing of the impacts of development on public facilities. Final development orders, which impact public facilities in a matter of months, are issued subject to the availability of water, sewer, and solid waste facilities prior to the issuance of the building permit, and other facilities (i.e., parks stormwater management and, mass transit) must be available within 12 months of the final development order. Preliminary development orders can be issued subject to public facility capacity, but the capacity determination expires in two years unless the applicant provides financial assurances to the local government. As an alternative, the determination of public facility capacity for preliminary development orders can be waived with in agreement that a capacity determination must be made prior to issuance of any final development order for the subject property. Such a waiver specifically precludes the acquisition of rights to a final development order as a result of the issuance of the preliminary development order. (See Policy 1.3.3.a and b)

(4) Levels of service are compared to adopted standards on an annual basis. Annual monitoring is used, rather than case-by-case monitoring, for the following reasons:

(a) annual monitoring corresponds to annual expenditures for capital improvements during the local governments' fiscal years;

(b) annual monitoring covers seasonal variations in levels of service; and

(c) case-by-case monitoring would require applicants for development orders or the local government to conduct costly, time-consuming research which would often be partially redundant of prior research, or involve disparate methodologies and produce inconsistent results.

(See Concurrency Implementation and Monitoring System component A, above.)

(5) Public facility capital improvements are prioritized among competing applications for the same amount of facility capacity according to the criteria in Policy 1.1.5.b.4. If any applications have to be deferred to a future fiscal year because of insufficient capacity of public facilities during the current fiscal year, the applications to be deferred will be selected on the basis of rational criteria

e. Capacity of Public Facilities for Development Orders Issued Prior to Adoption of the Plan. The City of Tallahassee and Leon County will "reserve" capacity of public facilities for development orders, in addition to approved Developments of Regional Impact, that were issued by the local government prior to the adoption of this Comprehensive Plan under the following circumstances:

(1) A representative of the property which is the subject of the development order has requested and received a determination of vested rights, and

(2) A representative of the property which is the subject of the development order has accepted in writing the applicable requirements of Policy 1.3.3.b, c of the Capital Improvements Element.

The local governments find that it is not necessary to automatically “reserve” capacity of public facilities for all development orders issued prior to the adoption of the plan because experience indicates that many such development orders are not used, or are not used to the maximum allowable uses, densities or intensities. The local governments find that the population forecasts that are the basis for this plan are a reasonable prediction of the absorption rate for development, and that the capital facilities which are planned to serve the forecast development are available for that absorption rate. Reserving public facility capacity for previously issued development orders would deny new applicants access to public facilities, and would arbitrarily enhance the value of dormant development orders.

The local governments intend to develop and pursue programs that will give persons with legitimate and substantial rested rights an opportunity to proceed with their plans without arbitrary interference by the new Comprehensive Plan. However; the local governments intend to require such persons to “continue in good faith” in order to “reserve” capacity of public facilities which are provided by the local government. The City of Tallahassee and Leon County will not “reserve” capacity of public facility for previously issued development orders that have not been vested under the local government’s vesting ordinance and which have not continued development in good faith.

4. **5-Year Evaluation.** The required 5-year evaluation and appraisal report shall address the implementation of the goals, objectives and policies of the Capital Improvements Element. The monitoring procedures necessary to enable the completion of the 5-year evaluation include:
   a. Review of Annual Reports of the Concurrency Implementation and Monitoring System.
   B. Review of Semiannual Reports to DCA concerning amendments to the Comprehensive Plan.
   c. Review of Annual Updates of this Capital Improvements Element, including updated supporting documents.

5. **Contractor Performance System.** The local government will develop a system of monitoring the actual performance of contractors who design and/or construct public facilities for the local government. The monitoring system shall track such items as actual vs. planned time schedule, and actual vs. bid cost. The performance of contractors shall be considered when the local government awards contracts for public facilities. 9J-5.016(3)(c)6 and (4)(b)

SCHEDULES OF CAPITAL IMPROVEMENTS

NOTE: Copies of the annual Schedules of Capital Improvements may be viewed in the printed version of the Tallahassee-Leon County Comprehensive Plan.

Abbreviations & Acronyms

AC	Advisory Committee
ADA	America Disabilities Act
AFS	Administrative Financial System
AGI	Adjusted Gross Income
AMT	Alternative Minimum Tax
BAR	Budget Amendment Request
BCP	Budget Change Proposal
BEA	Budget Enforcement Act
BEBR	Bureau of Economic and Business Research
BLS	Bureau of Labor Statistics
BOCC	Board of County Commissioners
CAFR	Comprehensive Annual Financial Report
CDAT	Cross Departmental Action Team
CHSP	Community Human Services Partnership
CIP	Capital Improvement Program
COLA	Cost of Living Adjustment
CPI	Consumer Price Index
CRA	Community Redevelopment Act
CRTPA	Capital Region Transportation Planning Agency
DEP	Department of Environmental Protection
DIA	Downtown Improvement Authority
DOR	Department of Revenue
DJJ	Department of Juvenile Justice
DRI	Development of Regional Impact
EDC	Economic Development Council
EEO	Equal Employment Opportunity
EMS	Emergency Medical Services
EOC	Emergency Operations Center
ESF	Emergency Support Function
FAC	Florida Association of Counties
FASB	Financial Accounting Standards Board
FDOT	Florida Department of Transportation
FEMA	Federal Emergency Management Agency
FICA	Federal Insurance Contributions Act
FLUM	Future Land Use Map
FNP	Florida Nutrition Program
FS	Florida Statutes
FTE	Full-time Equivalency
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GAL	Guardian Ad Litem
GAO	Government Accountability Office
GASB	Governmental Accounting Standards Board
GEM	Growth and Environmental Management
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
GRPA	Government Performance & Results Act
HAB	Healthcare Advisory Board

Abbreviations & Acronyms

HFA	Housing Finance Authority
HHS	Health & Human Services
HIPAA	Health Insurance Portability and Accountability Act
HR	Human Resources
HUD	Housing & Urban Development
ICLEI	International Council for Local Environmental Initiatives
ICMA	International City/County Management Association
IDP	Individual Development Plan
IFAS	Integrated Fund Accounting System
JAG	Justice Assistance Grant
JE	Journal Entry
JV	Journal Voucher
LCCOL	Leon County Code of Law
LCSO	Leon County Sheriff's Office
LEADS	Listens, Engages, Aligns, Delivers, Strives
LOS	Level of Service
LOST	Local Option Sales Tax
MIS	Management Information Services
MOU	Memorandum of Understanding
MSTU	Municipal Services Taxing Unit
M/WSBE	Minority/Women Small Business Enterprise
NA	Not Applicable, or Not Available
NCGA	National Council on Governmental Accounting
NCIC	National Crime Information Center
NIPA	National Income and Product Accounts
NPDES	Non-Point Discharge Elimination System
OGC	Office of General Council
OMB	Office of Management & Budget
OPS	Other Personnel Service
ORG	Organization
OSHA	Occupational Safety and Health Administration
PETS	Permit Enforcement Tracking System
PIO	Public Information Office
PSCB	Public Safety Communications Board
PSCC	Public Safety Coordinating Council
PUB	Planned Unit Development
RFP	Request for Proposals
RP	Real Property
SAL	State Appropriations Limit
SCRAM	Secure Continuous Remote Alcohol Monitor
SHIP	State Housing Initiative Plan
SLGS	State and Local Government Security
SPTR	Supervised Pre -Trial Release
TDC	Tourist Development Council
TFA	Transaction Function Activity Code
TIF	Tax Increment Financing
TIPS	Treasury Inflation Protected Securities
TLCPD	Tallahassee-Leon County Planning Department
TMDL	Total Maximum Daily Load
TRIM	Truth In Millage
USA	Urban Services Area
USDA	United States Department of Agriculture
YTD	Year-to-Date

Citizens' Guide to the Budget
Budget Terms

-A-

Accrual Accounting:
A basis of accounting in which revenues are recorded when earned and expenses are recorded at the time they are incurred, instead of when cash is actually received or disbursed.

Actual:
Monies which have already been used or received.

Ad Valorem Tax:
A tax levied on the assessed value (net of any exemptions) of real or personal property. This is commonly referred to as property tax.

Adjusted Final Millage:
The actual tax rate levied by a local government when tax bills are issued. The rate is adjusted for corrected errors in property assessments for tax purposes and for changes in assessments made by property appraisal adjustment boards in each county. Usually, such changes are very slight and the adjusted millage sometimes does not change from the levy set by the taxing authority. State law provides for certain limitations.

Adopted Budget:
The financial plan of revenues and expenditures for a fiscal year as approved by the Leon County Board of Commission.

Aggregate Millage Rate:
The sum of all property tax levies imposed by the governing body of a county. State law limits the aggregate rate for a county or municipality to $10.00 per $ 1,000 of assessed taxable value.

Amendment:
A change to an adopted budget that may, or may not, increase or decrease a fund total. The change must be approved by the County Commission in certain instances.

Appropriated Fund Balance:
The fund balance is included as a revenue source in the annual budget.

Appropriated Income:
Florida Statute requires county governments to budget only ninety-five percent (95%) of the total revenue anticipated. Five (5%) percent of the total amount of revenues cannot be incorporated into the budget and made available for expenditure. Therefore, ninety-five percent (95%) of the one hundred percent (100%) of anticipated total revenues becomes the portion referred to as appropriated income.

Appropriations:
A specific amount of funds authorized to which financial obligations and expenditures may be made.

Assessed Value:
A value established by the County Property Appraiser for all real or personal property for use as a basis for levying property taxes.

-B-

Balanced Budget:
A budget in which revenues are equal to expenditures. Thus, neither a budget deficit nor a budget surplus exists.

Base Budget:
The amount programmed in the budget year for conducting the same program and performing the same services as are planned for the current year.

Board of County Commissioners (BOCC):
Elected Officials that make legislative decisions concerning Leon County policies.

Budget Terminology

Bond:
A written promise to pay a sum of money on a specific date at a specified interest rate as detailed in a bond ordinance.

Budget:
A fiscal plan for using financial and staff resources to accomplish specific goals and objectives within a definite time period.

Budget Amendment Request (BAR):
A proposal to change the dollar amount or scope of an activity or project after the budget has been approved by the Board of County Commissioners.

Budget Change Proposal:
A proposal to change the level of service or funding sources for activities authorized or to propose new program activities not currently authorized.

Budget Message:
A brief written statement presented by the County Administrator to explain principal budget issues and to identify policy-related issues to the Leon County Commission.

Budget Resolution:
The budget resolution establishes various budget totals, divides spending totals into functional categories and may include reconciliation instructions to designated departments.

Budget Split:
Allocation of salary across the Organizational Codes in an organization.

-C-

Capital Improvement Projects:
Physical assets, constructed or purchased, that have a minimum useful life of ten years and a minimum cost of $10,000. These may include buildings, recreational facilities, road and drainage structures, and large pieces of equipment.

Capital Improvement Program (CIP):
A five-year plan for providing public physical improvements. The program provides the following information for each project: a time frame for completion, the location, description, an annual estimated expenditure and the proposed method of financing.

Capital Outlay:
Annual operating expenditures for the acquisition of, 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 Floridas Constitution. In Leon County there are five elected constitutional officers: Tax Collector, Sheriff, Property Appraiser, Supervisor of Elections, and Clerk of the Court.

Contingency:
A budgetary reserve to provide for emergency or unanticipated expenditures during the fiscal year.

Continuation Budget Request:
Includes funding required to continue the existing level of service in the service area.

County Administrator:
The Chief Executive Officer (CEO) of the County appointed by the Leon County Commission.

Budget Terminology

Customer:
The recipient of an output product or service. May be internal or external to the organization.

-D-

Debt Service:
The expense of retiring such debts as loans and bond issues. It includes principal and interest payments, payments for paying agents, registrars, and escrow agents.

Debt Service Fund:
A fund established to account for the accumulation of resources for the payment of interest and principal general long-term debt.

Deficit:
The excess of expenditures over revenues during a fiscal year.

Department:
A basic organizational unit of County government which is functionally unique in its service delivery and is comprised of more than one program.

Depreciation:
The periodic expiration of an asset's useful life. Depreciation is a requirement in proprietary type funds (such as enterprise and internal service funds).

Division:
A basic organizational unit of the County which is functionally unique in its service delivery.

-E-

Economic Indicators:
Economic information such as consumer price index, population, personal income, housing starts, wages, production, business activity, purchasing power, and unemployment.

Encumbrance:
The commitment of appropriated funds to purchase an item or service.

Enterprise Fund:
A governmental accounting fund for operations that function similarly to private business enterprises. The cost of providing these types of services is derived by user fees and other charges for service.

Exception Report:
A report that supplement information already available on regular reports by highlighting unusual situations which require the attention of management.

Exemption:
A portion of the total assessed valuation of property which is not subject to property taxes. An example is the homestead exemption which provides qualifying homeowners with a $25,000 exemption on their personal residential property. In January 2008, an additional exemption for value that exceeds $50,000, up to a total additional exemption of $25,000 was approved by constitutional amendment.

Expenditure:
Decreases in fund financial resources for the procurement of assets or the cost of goods and/or services received.

-F-

Fiscal Year (FY):
Any twelve (12) month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The fiscal year for Leon County begins on October 1 and ends on September 30 of the following year.

Budget Terminology

Fiduciary Fund:
Used to account for assets held by a governmental entity for other parties (either as a trustee or as an agent) and that cannot be used to finance the governmental entity's own operating programs.

Franchise Fee:
A fee imposed by a government unit for a right/ license granted to an individual/ business to market a company's goods/services in a particular area.

Fund:
A group of appropriations treated as an entity to meet legal requirements or Generally Accepted Accounting Principles (GAAP).

Fund Balance:
The difference between fund assets and fund liabilities.

-G-

GAAP:
Uniform minimum standards and guidelines for financial accounting and reporting.

General Fund:
The fund used to account for all financial resources that are derived from ad valorem (property) taxes, licenses, permits, and other general revenues that will be used to support services that are provided on a countywide basis.

Governmental Fund:
Used to account for the sources, uses, and balances of current financial resources and often have a budgetary orientation. Are comprised of the following fund types: The General Fund, Special Revenue Funds, Capital Projects Funds, Debt Service Funds, and Permanent Funds.

Grant:
A contribution by a government or other organization to support a particular function. Grants may be classified as either operation or capital, depending upon the grantee.

-I-

Indirect Cost Reimbursement:
Payments made to the County's general fund by enterprise or grant-funded programs to cover administrative overhead costs incurred by the County.

Inflation:
Growth in a general measure of prices, usually expressed as an annual rate of change.

Intergovernmental Revenue:
Revenue collected by one government and distributed to another level of government(s).

Internal Service Fund:
A fund established for the purpose of accounting for the transactions between government agencies.

-L-

Line Item:
A sub-classification of expenditures based on the type of goods or services.

Long Term Debt:
All senior debt, including bonds, debentures, bank debt, mortgages, deferred portions of long-term debt, and capital lease obligations.

-M-

Master Lease Program:
The method used to finance the purchase of new equipment and refinance existing equipment leases.

Budget Terminology

Match:
Refers to a cost sharing ratio for a State or County program which requires a County General Fund Contribution of a certain amount or percentage to qualify.

Millage Rate:
The rate used to calculate taxes based upon the assessed value of real property, countywide. One mill of tax is equal to $1.00 for each $1,000 of taxable property value.

Mission Statement:
A succinct description of the scope and purpose of a County department.

Modified Accrual System:
Accounting basis that records revenues when they are earned (whether or not cash is received then) and expenditures when goods and services are received (whether or not cash payments are made then).

Municipal Services Taxing Unit (MSTU):
A district created by the county to place the burden of ad valorem taxes upon property in a geographic area to fund a particular service or services. In Leon County, MSTU's exist countywide to fund primary healthcare for the uninsured and emergency medical services.

-N-

Net Budget:
The legally adopted budget less all double counts required by fund accounting. For example, transfer between funds can appear in the budget of both funds and inflate the budget total. Other categories include internal service charge, reserves, debt proceeds, and other miscellaneous amounts.

-O-

Object Code:
An itemization of accounts within a fund that is used to identify and record the type and amount of expenditures. Some object codes are mandated by the State of Florida Uniform Accounting System.

Operating Budget:
A balanced fiscal plan for providing governmental programs and services for a single year.

Operating Expenses:
Fund expenses related directly to the fund=s primary activities for the current year and not defined as personal or capital outlays.

Operating Transfer:
Legally authorized transfer from a fund receiving revenue, to the fund through which the resources are to be expended.

Other Personnel Service (OPS):
A temporary position of specific duration not to exceed two years. The positions may be full-time or part-time.

-P-

Performance Objective:
A statement that describes in specific and measurable terms the results the program is expected to achieve within a certain time frame.

Personal Services Expense:
Expenses for salaries, wages, workers compensation, health/life insurance, and retirement contributions provided to County employees.

Program:
A broad function or area of responsibility of government services. It is a basic organizational unit of government that is composed of a group of specific activities and operations directed at attaining a common purpose or goal.

Projection:
Estimates of anticipated revenues, expenditures, or other budget amounts for specific time periods, usually in fiscal years.

Budget Terminology

Property Tax:
Taxes levied on all non-exempt real and personal property located within Leon County. Property taxes computed based on multiplying the millage rate by the assessed value of the property often referred to as *ad valorem tax.*

Proprietary Fund/Agency:
Commonly called "self-supporting" or "enterprise", these funds/agencies pay for all or most of their cost of operations from user fees, and receive little or no general property tax support.

-R-

Real Property (RP):
Land and the structures that are attached to it.

Requisition:
Notification of pre-encumbrance of commitment of funds for goods and services.

Rescission:
The withdrawal of authority to incur financial obligations that were previously provided by law and has not yet expired.

Reserves:
Appropriations of funds set aside to cover unanticipated or contingent expenses and shortfalls in revenues.

Revenue:
Funds collected to finance ongoing County services. Examples are: taxes, licenses and permits; intergovernmental revenue; charges for service; fines and forfeits; miscellaneous; and other financing sources.

Rolled-Back Millage Rate:
The millage rate that will provide the same property tax levy as was levied during the previous fiscal year, except for levies on new construction, additions to structures, deletions, and property added due to geographic boundary changes.

-S-

Special Assessment:
A levy made against certain properties to defray all or part of the cost of a specific capital improvement which benefits the owners of the property.

Special Revenue Fund:
A fund used to account for the proceeds of specific revenue sources, other than expendable trusts or major capital projects that are legally restricted to be used for specific purposes.

State Shared Revenues:
Revenues collected by the state and proportionately share with counties and/or municipalities on the basis of specific formulas.

-T-

Tax Base: The total property valuations on which taxes are levied.

Tax Roll: The certification of assessed/taxable values prepared by the Property Appraiser and presented to the Board of County Commissioners by July 1 of each year.

Transfers: As reflected in fund condition statements, transfers reflect the movement of resources from one fund and other fiscal and personal data for the past, current and budget years.

Trust Fund: Funds used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds.

-U-

User Fee: The fee charged to individuals or groups that receive a direct benefit of a public service, facility, or good.

-W-

Workload Measure: A unit of measure to identify the amount of work or product generated from specific activities. They form the basis for determining the unit's success at reaching its performance objectives.

Leon County Fiscal Year 2020 Adopted Budget

Statistical Summary

POPULATION	**Leon County**	**Unincor-porated**	**Incorporated**
Total Population	292,332	99,951	192,381
Median Age	31		
Total Leon County Registered Voters as of 7/8/19 (*Supervisor of Elections website)*	212,002		

LABOR FORCE *(Florida Research and Economic Information Database)*	**2019** *(May 2019)*	**2018** *(Annual)*	**2017** *(Annual)*
Civilian Labor Force	155,580	153,326	152,544
Employment	150,205	147,567	143,044
Unemployment	5,375	5,759	6,846
Unemployment Rate (%)	3.5%	3.8%	4.6%

MEDIAN FAMILY INCOME *(Source: Tallahassee-Leon County OEV)*	**2018**	**2017**	**2016**
Leon County	$65,600	$68,500	$64,200
Florida	$62,500	$59,000	$57,200

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 2019)*

Government	61,500
Trade, Transportation, and Utilities	24,800
Education and Health Services	24,000
Professional & Business Services	21,400
Leisure and Hospitality	20,400

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	4
Special Program Schools	7

Universities/ Colleges/Junior Colleges

Barry University
Embry-Riddle Aeronautical University
Florida Agricultural & Mechanical University (FAMU)
Florida State University (FSU)
Flagler College at TCC
Keiser University (Tallahassee location)
Tallahassee Community College (TCC)

Vocational/Technical Schools

Lively Technical Center
North Florida Cosmetology Institute
Aveda Institute

MUNICIPAL SERVICES

Libraries	**Branches**
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

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

Ad Valorem Millage Rates **(Tentative)**	City/DIA	City	Uninc.
Countywide	8.3144	8.3144	8.3144
Emergency Medical Services (EMS) MSTU	0.50	0.50	0.50
City of Tallahassee	4.1000	4.1000	0.00
City of Tallahassee Downtown Improvement Authority (DIA)	1.00	0.00	0.00
Leon County School Board			
By State Law	3.9190	3.9190	3.9190
By Local Board	2.2480	2.2480	2.2480
Northwest FL Water Management District	.0338	.0338	.0338
Total	**20.1141**	**19.1141**	**15.0141**

Ad Valorem Tax Exemption Available	Yes	
General Homestead Exemption	25,000	
Note: (Effective January 1, 2008, there is an additional $25,000 exemption on Non-School taxes for the values greater than $50,000)		
Low Income Senior Citizen Homestead Exemption Available	Yes	
Discretionary Sales Surtax	1.5%	
Utility Service Tax (Public Service Tax)	10.0%	
Local Communications Services Tax (CST)	5.22% (Unincorporated)	6.1% (City)

State

Corporate Income Tax	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
- Thomas Deans & Company
- 1020 Art LLC
- Railroad Square Art Park

Historic Points of Interest
- Brokaw-McDougal House
- DeSoto State Archeological Site
- Knott House
- Mission San Luis
- The Columns
- The Old Capital
- WWII, Korean and Vietnam War Memorial
- Lake Jackson Mounds

Museums
- Riley House Museum
- Goodwood-Museum & Gardens
- Historical Museum of Florida History
- Old Capital Museum
- Tallahassee Museum
- Black Archives (Historic Union Bank)
- Odyssey Science Center
- San Marcos Apalachee Historic State Park
- Tallahassee Antique Car Museum
- Mission San Luis
- Knott House Museum
- Florida Association of Museums
- Meek-Eaton Black Archives Museum
- Florida Trust For Historic Preservation
- Call-Collins House at The Grove

Parks
- 61 City
- 35 County

LEON COUNTY CANOPY ROADS

Centerville Road/Moccasin Gap Road
Meridian Road
Miccosukee Road
Old Bainbridge Road
Old Centerville Road
Old St. Augustine Road
Pisgah Church Road
Sunny Hill Road

TRAVEL DISTANCE FROM TALLAHASSEE (in miles)

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

Budget Cost Summaries

Summary of All Expenditures by Account	26 - 62
County Commission	26 - 66
County Administration	26 - 68
Strategic Initiatives	26 - 69
Human Resources	26 - 70
Management Information Services	26 - 71
County Attorney	26 - 72
Code Compliance Services	26 - 73
DS Support Services	26 - 74
Building Inspection	26 - 75
Environmental Services	26 - 76
Development Services	26 - 77
PW Support Services	26 - 78
Operations	26 - 79
Engineering Services	26 - 81
Fleet Management	26 - 82
Parks and Recreation	26 - 83
Facilities Management	26 - 84
Real Estate Management	26 - 86
Planning Department	26 - 87
Office of Management & Budget	26 - 88
Purchasing	26 - 89
Risk Management	26 - 90
Tourism Development	26 - 91
Library Services	26 - 93
Emergency Medical Services	26 - 95
Animal Control	26 - 96

Budget Cost Summaries

County Probation	26 - 97
Supervised Pretrial Release	26 - 98
Veteran Services	26 - 99
Housing Services	26 - 100
Human Services	26 - 101
Cooperative Extension	26 - 103
Office of Sustainability	26 - 104
Solid Waste	26 - 105
Clerk of the Circuit Court	26 - 108
Property Appraiser	26 - 109
Sheriff	26 - 110
Supervisor of Elections	26 - 112
Tax Collector	26 - 114
Court Administration	26 - 115
State Attorney	26 - 116
Public Defender	26 - 117
Other Court Related Programs	26 - 118
Guardian Ad Litem	26 - 119
Fire Control	26 - 120
Other Non-Operating	26 - 121
Risk Financing & Workers Compensation	26 - 123
Communications	26 - 124
Emergency Management	26 - 126

Leon County Fiscal Year 2020 Adopted Budget

Total Expenditures by Account

Account	FY2018 Actual	FY 2019 Adopted	FY 2020 Budget
51100 Executive Salaries	892,023	887,639	893,628
51200 Regular Salaries And Wages	76,421,828	76,493,975	77,915,100
51250 Regular OPS Salaries	821,763	910,136	1,434,881
51300 Other Salaries & Wages	472,690	283,079	331,177
51400 Overtime	3,614,600	3,537,512	3,704,575
51500 Special Pay	213,818	471,731	480,661
51530 Special Pay-Hurricane Irma	8,659	0	0
52100 Fica Taxes	5,848,645	6,115,433	6,286,443
52200 Retirement Contribution	12,867,630	12,908,730	13,682,726
52205 Other Retirement Contributions	40,423	32,256	32,256
52210 Deferred Compensation Match	103,392	231,835	138,855
52300 Life & Health Insurance	14,859,683	18,512,112	19,480,945
52305 Disability Insurance	0	6,877	6,877
52400 Workers Compensation	1,710,915	1,592,073	1,669,855
52500 Unemployment Compensation	2,902	80,000	80,000
52600 Class C Travel	296	6,750	0
52700 Cip Chargebacks	0	0	59,230
53100 Professional Services	1,501,247	2,145,774	1,875,825
53101 Baker Act Payments	366,462	366,462	366,462
53102 Mental Health & Alcohol	221,979	279,194	279,194
53143 Other Administrative / Professional	42,367	24,000	35,000
53144 Professional Services / Medical	56,078	65,005	72,450
53160 Bank Service Charges	186,317	166,000	205,000
53200 Accounting And Auditing	261,003	298,000	298,000
53300 Court Reporter Services	0	4,170	4,170
53400 Other Contractual Services	30,066,174	38,522,554	39,823,500
53410 Contract Services Promotion	1,675,309	0	1,650,000
53413 Administration	160	0	0
53441 Other Contractual / Poll Workers	149,175	0	0
53442 Other Cont / Elec Temp Agency Help	63,468	0	0
53443 Other Cont / Election Security	22,749	5,750	0
53450 Other Contractual Services - GPS	92,250	123,000	373,151
53500 Investigations	66,321	82,950	97,950
54000 Travel & Per Diem	272,064	449,693	467,395
54010 Travel-Local Mileage	248	200	200
54041 Travel and Per Diem	139,449	131,510	169,780
54042 Travel / Private Vehicle	654	200	200
54100 Communications	820,227	863,953	897,135
54101 Communication - Phone System	381,639	467,040	432,976
54102 DMS Centrex Billing	61,106	50,565	107,030
54110 Com-net Communications	660,580	675,643	488,699
54200 Postage	135,909	199,573	299,431
54300 Utility Services	3,761,972	3,859,185	3,887,866
54400 Rentals And Leases	651,919	1,069,025	1,332,269
54410 Rental and Leases / Polling Place St	12,133	301,531	0
54443 Rentals and Leases / Other	29,757	17,113	27,113
54500 Insurance	525,659	505,198	505,583
54502 A D & D Law Enforcement	24,435	25,818	26,578
54503 Public Official Liability	307,779	339,400	354,400
54504 Bonds	100	3,000	3,000
54505 Vehicle Coverage	524,209	488,804	533,236
54506 Property Insurance	1,693,319	1,727,763	1,680,321
54507 Aviation Insurance	49,469	51,535	53,135

Leon County Fiscal Year 2020 Adopted Budget

Total Expenditures by Account

Account	FY2018 Actual	FY 2019 Adopted	FY 2020 Budget
54508 VFD - G/L Property, Equipment	39,927	40,700	40,200
54509 Excess Deposit Premium	174,133	196,900	230,000
54510 Service Fee	55,875	57,000	58,700
54513 State Assessment	56,357	56,500	57,500
54514 Workers Comp Claims	1,723,953	1,200,000	1,600,000
54515 At Fault Vehicle Repair Claims	25,587	30,000	30,000
54516 General Liability Claims	32,034	110,000	110,000
54541 Insurance / Auto	247,413	367,162	376,417
54542 Insurance / Professional Liability	504,442	575,705	618,891
54544 Insurance Prisoner/Medical	125,461	126,000	126,000
54600 Repairs And Maintenance	4,877,510	5,061,299	5,495,237
54601 Vehicle Repair	1,466,293	1,633,490	1,458,225
54610 Repairs And Maintenance-Fleet	0	500	500
54641 Repair and Maintenance / Autos	829,939	759,342	885,881
54643 Repair and Maintenance / Radios	39,929	23,881	26,017
54644 Repair and Maintenance / Office Equipment	404,006	844,251	922,570
54646 Repair and Maintenance / Facilities	717,649	692,620	700,620
54700 Printing And Binding	221,851	222,796	498,915
54711 Printing & Binding / School Elections	937	0	0
54712 Printing & Binding / Elections Ballots	64,040	0	0
54713 Printing & Binding / PW Training Mate	17,506	0	0
54714 Printing & Binding / Precinct Notices	294	26,700	0
54800 Promotional Activities	654,865	782,066	862,746
54801 Recruitment	70,893	69,425	67,925
54860 TDC Direct Sales Promotions	33,594	49,662	52,290
54861 TDC Community Relations	7,868	13,300	38,000
54862 TDC Merchandise	4,772	5,000	7,500
54900 Other Current Charges & Obligations	6,080,526	6,058,139	6,678,761
54901 Nuisance Abatement	13,975	50,000	50,000
54908 Other Current Charges & Obligations	34,452	1,200	26,200
54909 Employee Incentives	22,334	48,900	48,900
54913 Clerk Circuit Court Fees	425,198	420,627	420,865
54917 Employee Assistance Program	2,210	5,000	5,000
54918 Staff Development & Training	12,760	31,483	27,543
54942 Other Current Charges / Auto	188,653	115,675	115,675
54948 Other Current Charges / Other	205,501	198,356	723,647
54949 Uniform Cleaning	30,630	91,500	50,500
54950 Tuition Assistance	34,700	49,225	49,225
54961 Administrative Hearing	3,298	0	0
54962 Canvassing Board	414	64,570	0
54990 Indirect Costs	0	0	0
55100 Office Supplies	238,637	264,567	358,268
55200 Operating Supplies	3,277,161	3,563,435	3,770,648
55210 Fuel & Oil	1,142,327	1,225,987	1,306,885
55240 Data Processing Supplies	48,272	77,000	61,000
55241 Operating Supplies / Fuel and Lubrication	775,741	856,680	891,426
55242 Operating Supplies / Ammo	73,159	107,000	107,280
55244 Operating Supplies / Investigative	22,253	35,680	35,180
55246 Operating Supplies / Other Jail Supplies	332,406	406,254	500,286
55248 Operating Supplies / Motorcycles and Boats	3,279	10,000	10,000
55249 Operating Supplies / Miscellaneous	290,537	286,978	549,169
55250 Operating Supplies / Uniforms	386,071	591,276	605,528

Leon County Fiscal Year 2020 Adopted Budget

Total Expenditures by Account

Account	FY2018 Actual	FY 2019 Adopted	FY 2020 Budget
55261 Operating Supplies / Early Voting	370	0	0
55275 Computer Software	131,986	5,500	108,700
55280 Computer Hardware <$1000 unit	0	29,500	9,600
55299 Reimbursable Supplies	684	0	0
55300 Road Materials And Supplies	503,734	562,624	562,374
55400 Publications, Subscriptions & Membe	353,631	258,157	449,149
55401 Training	325,030	498,260	494,917
56100 Land	233,205	0	0
56200 Building	2,093,339	1,917,265	1,529,425
56201 Building Improvements	349,630	317,805	1,947,079
56205 Technology Enhancements to Building	23,069	35,000	0
56294 Building - Construction	1,389,929	332,597	130,000
56295 Building - Professional Services	0	66,567	0
56300 Improvements Other Than Buildings	16,339,707	10,713,511	11,589,989
56393 Improvements: Architectural and Engineering	0	350,000	0
56394 Improvements: Construction	26,583	155,000	0
56400 Machinery And Equipment	8,026,831	8,274,260	4,978,651
56410 Machinery & Equipment <$750	38,625	29,490	61,402
56441 Machinery and Equipment / Auto	657,892	1,260,500	1,577,500
56442 Machinery and Equipment - Jail	7,142	123,000	110,000
56443 Machinery and Equipment / Radio	43,596	47,400	9,600
56444 Machinery and Equipment / Office	80,516	123,955	349,750
56445 Machinery and Equipment / Investigation	6,101	7,200	0
56448 Machinery and Equipment / Other	34,284	112,850	233,000
56600 Books, Publications & Libr Material	673,437	695,110	693,495
57100 Principal	7,298,239	6,982,000	7,127,000
57200 Interest	754,177	589,918	442,535
57300 Other Debt Service Costs	-318	3,400	0
58100 Aids To Government Agencies	5,179,790	2,926,461	3,561,521
58160 TDC Local T&E	1,173	1,500	1,500
58200 Aids To Private Organizations	248,801	222,000	210,000
58214 Cultural Resource Grant Prog (837)	0	284,525	0
58215 Local Arts Agency Program (837)	1,025,814	1,288,100	1,318,462
58224 Legal Services Of North Fl (801)	301,500	313,019	311,404
58226 St Francis Wildlife Assn (851)	71,250	71,250	71,250
58229 Tall Trust For Historic Preservation	63,175	63,175	63,175
58230 Disc Village/JAC	222,759	222,759	222,759
58246 United Partners for Human Services	23,750	23,750	23,750
58247 Whole Child Leon	38,000	38,000	38,000
58248 Commission on the Status of Women & Girls	20,000	20,000	20,000
58249 Trauma Center	200,000	0	0
58252 Ready4Work	2,482	0	0
58253 Domestic Violence Coordinating Council	25,000	25,000	25,000
58256 Veterans Day Parade	5,000	5,000	5,000
58258 Operation Thank You!	13,294	15,900	15,900
58261 Honor Flight	20,000	20,000	20,000
58262 Homeless Shelter Relocation	100,000	100,000	100,000
58264 North Florida Homeless Veterans Stand Down	10,000	10,000	10,000
58300 Other Grants & Aids	727,080	699,835	849,835
58320 Sponsorships & Contributions	5,625	26,900	36,000
58340 Tubercular Care-transportation	0	2,000	2,000
58341 Indigent Burial	49,534	64,400	64,400

Leon County Fiscal Year 2020 Adopted Budget

Total Expenditures by Account

Account	FY2018 Actual	FY 2019 Adopted	FY 2020 Budget
58342 Child Protection Exams	53250	59,000	59,000
58343 Medicaid	2897065	3,036,826	3,271,272
58344 Human Service Grants	1051770	1,200,000	1,300,000
58345 Emergency Assistance	40000	40,000	40,000
58346 Medical Examiner	480998	405,620	433,982
58349 Military Personnel Grant Program	99840	100,000	100,000
58351 Medical Examiner Facility Operating Costs	0	51,855	103,709
585000 Housing Grants & Aids	1434767	167,323	50,000
585463 Housing Rehab	7810	0	0
586002 Catastrophe Reserves	585130	0	0
587000 Rental Housing	189036	0	0
59000 Sheriff Contingency - Operating	0	200,000	200,000
59010 Sheriff - Less SRO Contract	-1553927	-1,857,374	-2,116,479
59100 Transfer	5638	0	0
59302 Budget Transfers	1670645	1,764,742	1,845,539
59306 Budget Transfer	5091369	5,088,414	5,059,837
59307 Budget Transfer	4992073	5,245,038	5,406,444
59308 SOE-BUDGET TRANSFER	332114	0	0
59900 Budgeted Contingency	0	281,231	288,022
59902 Reserve For Future Projects	0	80,655	97,375
59903 Reserve for Future Programming	0	0	0
59905 Budgeted Reserve-Homestead Exemption	0	2,093,426	0
59918 Reserve For Fund Balance	0	0	0
59926 Reserve For Future Liability	0	18,219	17,691
59930 Reserve For Article V	0	18,127	18,290
59990 Budgeted Contingency	0	14,546	0
Total	**253,867,598**	**263,600,197**	**274,202,473**

Leon County Fiscal Year 2020 Adopted Budget

County Commission

Organizational Code / Account		FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-100-511 County Commission					
51100 Executive Salaries		596,052	592,452	596,372	598,764
51200 Regular Salaries and Wages		534,391	545,574	548,553	564,642
51500 Special Pay		0	8,220	7,300	7,300
52100 Fica Taxes		81,682	87,217	87,616	89,031
52200 Retirement Contribution		298,587	280,977	300,218	302,780
52300 Life & Health Insurance		187,642	210,089	226,021	240,810
52400 Workers Compensation		2,938	1,637	1,675	1,704
	001-100-511 Totals	1,701,293	1,726,166	1,767,755	1,805,031
001-101-511 Commission District 1					
54000 Travel & Per Diem		4,929	8,000	8,000	8,000
54100 Communications		117	0	0	0
54900 Other Current Charges & Obligations		2,093	3,400	3,400	3,400
55100 Office Supplies		337	400	400	400
55200 Operating Supplies		298	600	600	600
55400 Publications, Subscriptions & Memberships		0	100	100	100
	001-101-511 Totals	7,774	12,500	12,500	12,500
001-102-511 Commission District 2					
53100 Professional Services		103	0	0	0
54000 Travel & Per Diem		2,414	8,200	8,200	8,200
54700 Printing and Binding		0	200	200	200
54900 Other Current Charges & Obligations		235	2,700	2,700	2,700
55100 Office Supplies		0	700	700	700
55200 Operating Supplies		0	400	400	400
55400 Publications, Subscriptions & Memberships		625	300	300	300
	001-102-511 Totals	3,377	12,500	12,500	12,500
001-103-511 Commission District 3					
54000 Travel & Per Diem		2,893	8,000	8,000	8,000
54900 Other Current Charges & Obligations		470	3,000	3,000	3,000
55100 Office Supplies		36	400	400	400
55200 Operating Supplies		129	1,100	1,100	1,100
	001-103-511 Totals	3,529	12,500	12,500	12,500
001-104-511 Commission District 4					
54000 Travel & Per Diem		4,237	11,200	11,200	11,200
55100 Office Supplies		0	300	300	300
55200 Operating Supplies		336	800	800	800
55400 Publications, Subscriptions & Memberships		0	200	200	200
	001-104-511 Totals	4,572	12,500	12,500	12,500
001-105-511 Commission District 5					
54000 Travel & Per Diem		7,857	10,200	10,200	10,200
54900 Other Current Charges & Obligations		0	500	500	500
55100 Office Supplies		236	750	750	750
55200 Operating Supplies		75	0	0	0
55400 Publications, Subscriptions & Memberships		1,613	1,050	1,050	1,050
	001-105-511 Totals	9,781	12,500	12,500	12,500
001-106-511 Commission At-Large (Group 1)					
54000 Travel & Per Diem		3,197	8,000	8,000	8,000
54100 Communications		72	0	0	0
54200 Postage		0	50	50	50
54700 Printing and Binding		0	100	100	100
54900 Other Current Charges & Obligations		75	1,350	1,350	1,350
54918 Staff Development & Training		1,000	0	0	0
55100 Office Supplies		88	1,000	1,000	1,000

Leon County Fiscal Year 2020 Adopted Budget

County Commission

Organizational Code / Account		FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-106-511 Commission At-Large (Group 1)					
55200 Operating Supplies		666	2,000	2,000	2,000
	001-106-511 Totals	5,098	12,500	12,500	12,500
001-107-511 Commission At-Large (Group 2)					
54000 Travel & Per Diem		9,004	9,900	9,900	9,900
54700 Printing and Binding		369	400	400	400
54900 Other Current Charges & Obligations		75	1,200	1,200	1,200
55100 Office Supplies		425	500	500	500
55200 Operating Supplies		326	0	0	0
55400 Publications, Subscriptions & Memberships		242	500	500	500
	001-107-511 Totals	10,440	12,500	12,500	12,500
001-108-511 Commissioners' Account					
54100 Communications		5,563	4,650	4,650	4,650
54101 Communication - Phone System		1,053	845	785	793
54102 DMS Centrex Billing		59	15	175	177
54200 Postage		0	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		9,148	1,000	1,000	1,000
55100 Office Supplies		0	700	700	700
55200 Operating Supplies		6,724	12,865	12,865	12,865
55400 Publications, Subscriptions & Memberships		27	0	0	0
	001-108-511 Totals	22,574	25,075	25,175	25,185
	County Commission Totals	1,768,437	1,838,741	1,880,430	1,917,716

Leon County Fiscal Year 2020 Adopted Budget

County Administration

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-110-512 County Administration				
51200 Regular Salaries and Wages	795,846	788,825	817,821	841,864
51500 Special Pay	0	0	19,100	19,100
52100 Fica Taxes	45,856	47,288	47,975	48,435
52200 Retirement Contribution	156,746	168,376	183,549	188,911
52205 Other Retirement Contributions	18,333	15,620	15,620	15,620
52300 Life & Health Insurance	60,332	73,359	75,312	79,481
52305 Disability Insurance	0	3,508	3,508	3,508
52400 Workers Compensation	2,069	1,189	1,255	1,292
54000 Travel & Per Diem	7,628	23,500	21,000	21,000
54100 Communications	1,032	923	1,140	1,140
54101 Communication - Phone System	3,691	845	725	732
54102 DMS Centrex Billing	0	25	355	359
54700 Printing and Binding	0	60	60	60
54900 Other Current Charges & Obligations	3,184	4,052	4,052	4,052
55100 Office Supplies	113	1,800	0	0
55200 Operating Supplies	3,122	0	4,000	4,000
55400 Publications, Subscriptions & Memberships	3,937	3,733	4,000	4,000
001-110-512 Totals	1,101,889	1,133,103	1,199,472	1,233,554
County Administration Totals	1,101,889	1,133,103	1,199,472	1,233,554

Leon County Fiscal Year 2020 Adopted Budget

Strategic Initiatives

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-115-513 Strategic Initiatives				
51200 Regular Salaries and Wages	364,193	362,431	420,567	433,125
51400 Overtime	38	0	0	0
51500 Special Pay	0	1,400	3,100	3,100
52100 Fica Taxes	26,858	28,437	32,511	33,471
52200 Retirement Contribution	27,285	28,447	35,461	36,526
52210 Deferred Compensation Match	2,167	0	0	0
52300 Life & Health Insurance	56,633	64,934	79,725	84,844
52400 Workers Compensation	947	541	641	660
53400 Other Contractual Services	156,280	170,000	170,000	170,000
54000 Travel & Per Diem	5,705	10,400	10,400	10,400
54101 Communication - Phone System	326	330	330	333
54102 DMS Centrex Billing	59	0	0	0
54900 Other Current Charges & Obligations	41,980	46,200	36,000	0
55100 Office Supplies	2,325	1,080	3,000	3,000
55200 Operating Supplies	10,049	4,000	10,500	10,500
55400 Publications, Subscriptions & Memberships	5,955	6,207	5,632	5,632
55401 Training	0	1,600	3,955	3,955
58248 Commission on the Status of Women & Girls	20,000	20,000	20,000	20,000
001-115-513 Totals	720,798	746,007	831,822	815,546
001-116-513 Community and Media Relations				
51200 Regular Salaries And Wages	269,418	266,583	329,418	338,555
51500 Special Pay	0	4,530	4,200	4,200
52100 Fica Taxes	19,677	20,406	25,214	25,912
52200 Retirement Contribution	21,110	21,841	27,718	28,493
52210 Deferred Compensation Match	50	0	0	0
52300 Life & Health Insurance	51,282	56,053	70,091	74,851
52400 Workers Compensation	696	398	503	516
53100 Professional Services	24,719	55,684	51,400	51,400
54000 Travel & Per Diem	7,658	9,500	9,500	9,500
54100 Communications	2,472	1,620	1,620	1,620
54101 Communication - Phone System	0	200	215	217
54200 Postage	1,217	2,512	2,512	2,512
54505 Vehicle Coverage	294	408	389	393
54601 Vehicle Repair	55	410	522	522
54700 Printing And Binding	29,908	15,500	18,000	18,000
54800 Promotional Activities	144,139	111,900	137,500	127,500
54900 Other Current Charges & Obligations	33,968	93,000	83,000	83,000
55100 Office Supplies	57	1,180	1,180	1,180
55200 Operating Supplies	7,770	5,500	5,500	5,500
55210 Fuel & Oil	183	550	550	550
55400 Publications, Subscriptions & Memberships	6,533	1,477	7,000	7,000
55401 Training	0	3,580	3,580	3,580
001-116-513 Totals	621,207	672,832	779,612	785,001
Strategic Initiatives Totals	1,342,005	1,418,839	1,611,434	1,600,547

Leon County Fiscal Year 2020 Adopted Budget

Human Resources

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-160-513 Human Resources				
51200 Regular Salaries and Wages	717,743	812,644	836,592	861,554
51400 Overtime	78	0	0	0
51500 Special Pay	0	8,820	8,100	8,100
52100 Fica Taxes	52,230	58,098	64,292	66,203
52200 Retirement Contribution	75,575	75,984	92,213	94,981
52210 Deferred Compensation Match	1,316	1,400	1,400	1,400
52300 Life & Health Insurance	117,041	110,594	172,561	184,050
52400 Workers Compensation	2,004	1,125	1,275	1,311
52500 Unemployment Compensation	1,700	0	0	0
53100 Professional Services	7,082	25,000	25,000	25,000
53500 Investigations	10,401	9,400	9,400	9,400
54000 Travel & Per Diem	8,439	9,388	9,388	9,388
54100 Communications	13	1,215	1,333	1,333
54101 Communication - Phone System	1,810	1,410	1,305	1,318
54102 DMS Centrex Billing	0	15	15	15
54200 Postage	1,675	1,185	1,185	1,185
54400 Rentals and Leases	8,909	9,290	9,755	9,755
54700 Printing and Binding	721	3,850	3,850	3,850
54800 Promotional Activities	1,888	2,172	2,172	2,172
54801 Recruitment	70,893	67,925	67,925	67,925
54900 Other Current Charges & Obligations	32,714	54,864	54,864	54,864
54909 Employee Incentives	22,334	48,900	48,900	48,900
54917 Employee Assistance Program	2,210	5,000	5,000	5,000
54918 Staff Development & Training	11,760	31,483	27,543	27,603
54950 Tuition Assistance	28,550	44,225	44,225	44,225
55100 Office Supplies	5,173	4,440	4,440	4,440
55200 Operating Supplies	7,339	5,772	5,472	4,472
55400 Publications, Subscriptions & Memberships	5,204	2,599	2,599	2,599
55401 Training	9,644	8,289	8,289	8,289
001-160-513 Totals	1,204,447	1,405,087	1,509,093	1,549,332
Human Resources Totals	1,204,447	1,405,087	1,509,093	1,549,332

Leon County Fiscal Year 2020 Adopted Budget

Management Information Services

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-171-513 Management Information Services				
51200 Regular Salaries and Wages	3,282,380	3,256,866	3,230,351	3,326,929
51400 Overtime	3,600	12,360	12,360	12,360
51500 Special Pay	0	29,620	30,800	30,800
52100 Fica Taxes	238,025	249,529	251,730	258,401
52200 Retirement Contribution	264,744	275,217	285,203	293,596
52210 Deferred Compensation Match	373	3,828	3,828	3,828
52300 Life & Health Insurance	420,849	495,439	521,974	554,601
52400 Workers Compensation	8,531	4,889	5,027	5,175
52700 Cip Chargebacks	0	0	59,230	59,230
53400 Other Contractual Services	287,087	293,090	367,180	354,360
54000 Travel & Per Diem	21,095	17,300	17,300	17,300
54100 Communications	41,687	30,000	30,000	30,000
54101 Communication - Phone System	12,213	11,985	11,040	11,150
54102 DMS Centrex Billing	1,771	105	3,515	3,550
54200 Postage	2,287	1,500	1,500	1,500
54400 Rentals and Leases	8,121	10,210	10,720	10,720
54505 Vehicle Coverage	2,441	2,024	2,107	2,128
54600 Repairs and Maintenance	1,593,025	1,905,695	1,965,978	2,015,000
54601 Vehicle Repair	1,519	4,120	4,476	4,476
54700 Printing and Binding	0	1,750	1,750	1,750
54801 Recruitment	0	1,500	0	0
55100 Office Supplies	3,476	6,590	6,590	6,590
55200 Operating Supplies	110,190	55,850	55,850	55,850
55210 Fuel & Oil	1,433	1,375	1,515	1,515
55400 Publications, Subscriptions & Memberships	899	1,500	1,500	1,500
55401 Training	29,872	40,925	40,925	40,925
56400 Machinery and Equipment	10,443	0	0	0
001-171-513 Totals	6,346,059	6,713,267	6,922,449	7,103,234
001-171-713 Article V MIS				
53400 Other Contractual Services	1,280	0	0	0
54600 Repairs and Maintenance	39,241	0	0	0
001-171-713 Totals	40,521	0	0	0
001-411-529 Public Safety Complex Technology				
51200 Regular Salaries and Wages	103,923	96,285	99,540	102,526
52100 Fica Taxes	7,454	7,602	7,850	8,079
52200 Retirement Contribution	7,995	7,953	8,431	8,684
52300 Life & Health Insurance	17,680	22,112	22,731	24,085
52400 Workers Compensation	267	145	152	157
54000 Travel & Per Diem	1,222	1,000	1,000	1,000
54100 Communications	1,052	960	960	960
54101 Communication - Phone System	32,662	14,675	31,125	31,436
54102 DMS Centrex Billing	0	75	890	899
54110 Com-net Communications	0	5,250	5,500	5,750
54400 Rentals and Leases	3,719	1,535	2,810	2,810
54600 Repairs and Maintenance	44,407	87,635	83,635	83,635
55100 Office Supplies	13	300	300	300
55200 Operating Supplies	1,793	2,000	2,000	2,000
55401 Training	0	2,000	2,000	2,000
001-411-529 Totals	222,187	249,527	268,924	274,321
Management Information Services Totals	6,608,767	6,962,794	7,191,373	7,377,555

Leon County Fiscal Year 2020 Adopted Budget

County Attorney

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-120-514 County Attorney				
51200 Regular Salaries and Wages	1,067,237	1,075,161	1,137,610	1,171,363
51500 Special Pay	0	19,530	21,500	21,500
52100 Fica Taxes	65,948	71,357	74,483	76,198
52200 Retirement Contribution	115,902	127,330	140,381	144,504
52205 Other Retirement Contributions	22,090	16,636	16,636	16,636
52210 Deferred Compensation Match	861	1,749	1,749	1,749
52300 Life & Health Insurance	112,859	147,703	128,535	136,149
52305 Disability Insurance	0	3,369	3,369	3,369
52400 Workers Compensation	1,943	1,212	1,509	1,554
53100 Professional Services	576,427	450,000	450,000	450,000
53400 Other Contractual Services	10,914	12,800	12,800	12,800
54000 Travel & Per Diem	24,835	25,200	25,200	25,200
54100 Communications	3,052	2,500	2,500	2,500
54101 Communication - Phone System	1,298	22,555	20,170	20,372
54200 Postage	520	475	475	475
54400 Rentals and Leases	3,877	4,470	4,695	4,695
54600 Repairs and Maintenance	207	100	100	100
54700 Printing and Binding	1,477	8,375	8,375	8,375
55100 Office Supplies	4,400	7,000	7,000	7,000
55200 Operating Supplies	1,166	5,000	5,000	5,000
55400 Publications, Subscriptions & Memberships	68,399	59,250	59,250	59,250
55401 Training	1,590	100	100	100
56400 Machinery and Equipment	3,723	0	0	0
001-120-514 Totals	2,088,724	2,061,872	2,121,437	2,168,889
County Attorney Totals	2,088,724	2,061,872	2,121,437	2,168,889

Leon County Fiscal Year 2020 Adopted Budget

Code Compliance Services

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
121-423-537 Code Compliance Services				
51200 Regular Salaries and Wages	269,524	284,194	324,674	334,312
51500 Special Pay	0	360	600	600
52100 Fica Taxes	19,104	23,637	25,305	26,044
52200 Retirement Contribution	23,203	27,254	29,533	30,421
52210 Deferred Compensation Match	536	2,626	2,626	2,626
52300 Life & Health Insurance	52,189	70,727	58,801	62,398
52400 Workers Compensation	1,561	1,579	1,244	1,282
53100 Professional Services	350	1,120	1,120	1,120
53400 Other Contractual Services	1,102	0	0	0
54000 Travel & Per Diem	0	2,145	2,145	2,145
54100 Communications	3,102	2,880	2,880	2,880
54101 Communication - Phone System	3,546	4,190	3,830	3,868
54200 Postage	10,416	3,122	3,122	3,122
54400 Rentals and Leases	0	1,580	1,660	1,660
54505 Vehicle Coverage	1,179	977	932	941
54600 Repairs and Maintenance	0	636	496	496
54601 Vehicle Repair	643	2,615	2,812	2,812
54700 Printing and Binding	38	500	500	500
54900 Other Current Charges & Obligations	5,852	3,500	3,500	3,500
54901 Nuisance Abatement	13,975	50,000	50,000	50,000
55100 Office Supplies	1,573	2,911	2,911	2,911
55200 Operating Supplies	6,667	10,997	11,024	11,024
55210 Fuel & Oil	936	1,925	1,790	1,790
55400 Publications, Subscriptions & Memberships	348	1,127	1,127	1,127
55401 Training	0	1,000	1,000	1,000
121-423-537 Totals	415,844	501,602	533,632	548,579
Code Compliance Services Totals	415,844	501,602	533,632	548,579

Leon County Fiscal Year 2020 Adopted Budget

DS Support Services

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
121-424-537 DS Support Services				
51200 Regular Salaries and Wages	177,780	240,634	257,769	265,228
51500 Special Pay	0	0	3,900	3,900
52100 Fica Taxes	11,550	17,367	16,920	17,204
52200 Retirement Contribution	20,669	29,771	30,431	31,343
52210 Deferred Compensation Match	380	40,325	0	0
52300 Life & Health Insurance	22,685	0	41,123	43,747
52400 Workers Compensation	462	382	381	392
53400 Other Contractual Services	0	250	250	250
54000 Travel & Per Diem	427	4,515	4,515	4,515
54100 Communications	2,459	3,080	3,080	3,080
54200 Postage	265	720	720	720
54400 Rentals and Leases	5,368	1,580	1,660	1,660
54600 Repairs and Maintenance	0	2,246	2,246	2,246
54700 Printing and Binding	0	500	500	500
55100 Office Supplies	912	1,308	1,308	1,308
55200 Operating Supplies	3,021	8,194	8,194	8,194
55210 Fuel & Oil	44	0	0	0
55400 Publications, Subscriptions & Memberships	1,792	1,682	1,682	1,682
55401 Training	150	1,900	1,900	1,900
121-424-537 Totals	247,962	354,454	376,579	387,869
DS Support Services Totals	247,962	354,454	376,579	387,869

Leon County Fiscal Year 2020 Adopted Budget

Building Plans Review & Inspection

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
120-220-524 Building Plans Review and Inspection				
51200 Regular Salaries and Wages	1,275,822	1,188,475	1,188,075	1,219,728
51400 Overtime	5,616	16,381	16,381	16,381
51500 Special Pay	0	2,650	2,600	2,600
52100 Fica Taxes	93,521	91,303	90,807	93,195
52200 Retirement Contribution	116,216	111,471	106,595	109,480
52210 Deferred Compensation Match	1,741	2,406	2,406	2,406
52300 Life & Health Insurance	300,737	351,874	338,224	361,021
52400 Workers Compensation	23,794	14,747	11,460	11,799
53100 Professional Services	0	0	100,000	100,000
53400 Other Contractual Services	0	2,000	2,000	2,000
54000 Travel & Per Diem	2,233	1,232	1,254	1,254
54100 Communications	9,536	11,400	11,400	11,400
54101 Communication - Phone System	877	695	645	651
54102 DMS Centrex Billing	117	30	360	364
54200 Postage	28	3,000	3,000	3,000
54400 Rentals and Leases	3,216	11,900	12,435	12,435
54505 Vehicle Coverage	4,652	3,856	5,226	5,278
54600 Repairs and Maintenance	0	618	408	408
54601 Vehicle Repair	11,428	13,340	14,275	14,275
54700 Printing and Binding	198	7,500	7,500	7,500
54900 Other Current Charges & Obligations	0	1,820	1,820	1,820
55100 Office Supplies	2,995	3,784	2,855	2,855
55200 Operating Supplies	14,934	11,320	11,320	11,320
55210 Fuel & Oil	16,978	19,800	19,940	19,940
55400 Publications, Subscriptions & Memberships	14,725	5,448	5,448	5,448
55401 Training	3,434	12,700	12,700	12,700
120-220-524 Totals	1,902,799	1,889,750	1,969,134	2,029,258
Building Plans Review & Inspection Totals	1,902,799	1,889,750	1,969,134	2,029,258

Leon County Fiscal Year 2020 Adopted Budget

Environmental Services

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
121-420-537 Environmental Services				
51200 Regular Salaries and Wages	1,041,316	1,069,098	1,096,301	1,127,110
51400 Overtime	263	3,000	3,000	3,000
51500 Special Pay	0	8,690	8,000	8,000
52100 Fica Taxes	75,330	81,985	83,360	85,441
52200 Retirement Contribution	109,560	119,618	123,400	126,937
52210 Deferred Compensation Match	1,972	5,359	5,359	5,359
52300 Life & Health Insurance	173,674	199,033	220,271	234,422
52400 Workers Compensation	20,691	10,841	15,389	15,839
54000 Travel & Per Diem	3,524	4,400	4,400	4,400
54100 Communications	10,123	18,168	18,168	18,168
54101 Communication - Phone System	1,268	1,630	1,485	1,500
54200 Postage	1,513	1,970	1,970	1,970
54400 Rentals and Leases	0	1,580	1,660	1,660
54505 Vehicle Coverage	6,093	3,782	3,229	3,261
54600 Repairs and Maintenance	285	0	0	0
54601 Vehicle Repair	4,487	7,040	8,066	8,066
54700 Printing and Binding	141	1,205	1,205	1,205
54900 Other Current Charges & Obligations	150	1,050	1,050	1,050
55100 Office Supplies	2,883	3,162	3,162	3,162
55200 Operating Supplies	9,299	6,176	5,823	5,823
55210 Fuel & Oil	9,429	12,130	12,130	12,130
55400 Publications, Subscriptions & Memberships	1,588	1,165	1,165	1,165
55401 Training	1,835	8,000	8,000	8,000
121-420-537 Totals	1,475,424	1,569,082	1,626,593	1,677,668
125-866-524 DEP Storage Tank				
51200 Regular Salaries and Wages	123,544	123,542	128,484	132,338
51400 Overtime	0	3,000	3,000	3,000
52100 Fica Taxes	9,329	9,727	10,104	10,400
52200 Retirement Contribution	9,609	10,205	10,883	11,209
52300 Life & Health Insurance	7,844	11,927	12,207	12,782
52400 Workers Compensation	3,447	1,986	2,665	2,745
54000 Travel & Per Diem	722	2,341	2,341	2,341
54200 Postage	0	400	400	400
54505 Vehicle Coverage	761	631	4,215	4,257
54601 Vehicle Repair	606	975	1,183	1,183
55100 Office Supplies	13	0	0	0
55200 Operating Supplies	1,097	2,188	2,258	2,258
55210 Fuel & Oil	1,450	2,405	2,340	2,340
55400 Publications, Subscriptions & Memberships	0	60	60	60
55401 Training	0	1,100	1,100	1,100
125-866-524 Totals	158,423	170,487	181,240	186,413
Environmental Services Totals	1,633,847	1,739,569	1,807,833	1,864,081

Leon County Fiscal Year 2020 Adopted Budget

Development Services

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
121-422-537 Development Services				
51200 Regular Salaries and Wages	460,759	515,792	538,242	553,959
51250 Regular OPS Salaries	5,760	12,480	24,960	25,709
51500 Special Pay	0	3,890	3,500	3,500
52100 Fica Taxes	32,920	40,707	42,493	43,754
52200 Retirement Contribution	36,120	43,304	44,312	45,641
52210 Deferred Compensation Match	0	2,844	2,844	2,844
52300 Life & Health Insurance	115,452	149,006	137,662	146,976
52400 Workers Compensation	3,227	1,880	2,324	2,395
54000 Travel & Per Diem	1,865	8,300	7,100	7,100
54100 Communications	425	1,224	1,224	1,224
54101 Communication - Phone System	1,504	1,685	1,535	1,550
54200 Postage	1,519	3,882	3,882	3,882
54400 Rentals and Leases	0	1,580	1,660	1,660
54505 Vehicle Coverage	1,716	1,422	1,356	1,370
54601 Vehicle Repair	478	490	594	594
54700 Printing And Binding	0	2,381	2,381	2,381
54900 Other Current Charges & Obligations	10,752	28,692	29,892	29,892
55100 Office Supplies	3,137	3,996	3,996	3,996
55200 Operating Supplies	5,938	6,715	6,715	6,715
55210 Fuel & Oil	197	415	275	275
55400 Publications, Subscriptions & Memberships	2,394	4,105	4,105	4,105
55401 Training	2,089	5,475	5,475	5,475
121-422-537 Totals	686,254	840,265	866,527	894,997
Development Services Totals	686,254	840,265	866,527	894,997

Leon County Fiscal Year 2020 Adopted Budget

PW Support Services

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
106-400-541 Support Services				
51200 Regular Salaries and Wages	349,105	357,006	321,977	331,515
51500 Special Pay	0	730	2,000	2,000
52100 Fica Taxes	23,059	24,641	24,121	24,597
52200 Retirement Contribution	45,638	45,010	49,960	51,459
52210 Deferred Compensation Match	0	766	766	766
52300 Life & Health Insurance	48,490	54,025	50,931	54,020
52400 Workers Compensation	908	528	486	501
53400 Other Contractual Services	138,666	120,880	121,246	121,246
54000 Travel & Per Diem	1,776	3,215	3,305	3,305
54101 Communication - Phone System	526	595	575	581
54102 DMS Centrex Billing	0	190	0	0
54200 Postage	19	220	220	220
54400 Rentals and Leases	0	14,845	17,625	17,625
54600 Repairs and Maintenance	0	300	0	0
54700 Printing and Binding	0	165	165	165
55100 Office Supplies	817	2,068	1,250	1,250
55200 Operating Supplies	1,902	4,571	5,439	5,439
55400 Publications, Subscriptions & Memberships	3,102	4,022	3,972	3,972
55401 Training	477	1,390	1,390	1,390
106-400-541 Totals	614,484	635,167	605,428	620,051
PW Support Services Totals	614,484	635,167	605,428	620,051

Organizational Code / Account		FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-216-562 Mosquito Control					
51200 Regular Salaries and Wages		206,223	225,666	232,335	239,303
51250 Regular OPS Salaries		99,500	121,642	121,642	121,642
51400 Overtime		20,640	36,000	36,000	36,000
51500 Special Pay		0	670	700	700
52100 Fica Taxes		23,903	27,043	27,556	28,093
52200 Retirement Contribution		24,706	27,636	19,648	20,236
52210 Deferred Compensation Match		1,745	655	655	655
52300 Life & Health Insurance		56,636	66,294	68,291	72,672
52400 Workers Compensation		16,488	22,903	20,320	20,801
53400 Other Contractual Services		17,510	36,126	36,152	36,152
54100 Communications		12,117	8,448	8,448	8,448
54101 Communication - Phone System		253	230	225	227
54200 Postage		2,050	2,640	2,640	2,640
54300 Utility Services		2,265	4,800	4,800	4,800
54505 Vehicle Coverage		7,330	6,075	5,089	5,140
54507 Aviation Insurance		5,418	6,635	6,635	6,635
54600 Repairs and Maintenance		1,538	3,228	3,228	3,228
54601 Vehicle Repair		31,947	25,635	26,672	26,672
54700 Printing and Binding		1,283	2,335	2,335	2,335
54800 Promotional Activities		232	7,400	7,400	7,400
55100 Office Supplies		707	1,471	1,479	1,479
55200 Operating Supplies		71,145	184,578	184,578	184,578
55210 Fuel & Oil		21,809	25,690	30,675	30,675
55400 Publications, Subscriptions & Memberships		325	300	400	400
55401 Training		3,414	3,406	3,306	3,306
	001-216-562 Totals	629,184	847,506	851,209	864,217
106-431-541 Transportation Maintenance					
51200 Regular Salaries and Wages		1,993,239	1,924,749	1,918,987	1,972,026
51400 Overtime		84,709	42,590	42,590	42,590
51500 Special Pay		0	7,640	9,400	9,400
51530 Special Pay-Hurricane Irma		4,493	0	0	0
52100 Fica Taxes		148,247	152,266	151,587	155,656
52200 Retirement Contribution		169,279	164,348	179,805	184,831
52210 Deferred Compensation Match		14,418	10,058	10,058	10,058
52300 Life & Health Insurance		498,308	632,651	685,934	729,379
52400 Workers Compensation		136,422	124,473	132,154	135,775
53400 Other Contractual Services		351,827	469,166	478,502	478,502
54000 Travel & Per Diem		0	0	1,000	1,000
54100 Communications		9,626	8,455	8,455	8,455
54101 Communication - Phone System		2,357	1,715	1,580	1,596
54102 DMS Centrex Billing		307	0	925	934
54200 Postage		278	210	210	210
54300 Utility Services		47,366	89,902	93,235	93,235
54400 Rentals and Leases		2,137	4,749	4,939	4,939
54505 Vehicle Coverage		39,930	33,097	35,308	35,661
54600 Repairs and Maintenance		7,644	3,120	3,120	3,120
54601 Vehicle Repair		340,878	250,380	247,044	247,044
54900 Other Current Charges & Obligations		1,414	8,220	9,420	9,420
55100 Office Supplies		12,266	4,305	4,305	4,305
55200 Operating Supplies		53,093	43,541	48,754	45,154
55210 Fuel & Oil		177,508	214,245	217,460	217,460
55300 Road Materials and Supplies		329,567	383,835	383,835	383,835
55400 Publications, Subscriptions & Memberships		1,130	1,695	1,695	1,695
55401 Training		2,269	6,300	4,200	4,200
	106-431-541 Totals	4,428,711	4,581,710	4,674,502	4,780,480
106-432-541 Right-Of-Way Management					
51200 Regular Salaries and Wages		1,003,891	1,104,995	1,143,236	1,174,538
51400 Overtime		88,527	72,814	72,814	72,814

Leon County Fiscal Year 2020 Adopted Budget

Operations

Organizational Code / Account		FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
106-432-541 Right-Of-Way Management					
51500 Special Pay		0	750	2,200	2,200
51530 Special Pay-Hurricane Irma		2,696	0	0	0
52100 Fica Taxes		75,493	86,139	88,918	91,315
52200 Retirement Contribution		86,399	91,314	96,787	99,438
52210 Deferred Compensation Match		5,332	4,482	4,482	4,482
52300 Life & Health Insurance		360,901	499,797	509,250	543,286
52400 Workers Compensation		73,540	77,248	81,867	84,083
53400 Other Contractual Services		410,658	619,431	559,615	574,514
54300 Utility Services		3,678	11,435	11,435	11,435
54400 Rentals and Leases		16,323	553	553	553
54505 Vehicle Coverage		4,372	17,159	21,640	21,856
54600 Repairs and Maintenance		16,876	17,700	17,700	17,700
54601 Vehicle Repair		207,057	153,840	151,242	151,242
54900 Other Current Charges & Obligations		744	3,265	3,265	3,265
55100 Office Supplies		367	2,825	2,825	2,825
55200 Operating Supplies		41,197	50,976	51,476	51,476
55210 Fuel & Oil		94,542	107,760	110,430	110,430
55300 Road Materials and Supplies		29,843	35,840	35,840	35,840
55400 Publications, Subscriptions & Memberships		450	931	931	931
55401 Training		2,320	6,280	6,280	6,280
	106-432-541 Totals	2,525,205	2,965,534	2,972,786	3,060,503
123-433-538 Stormwater Maintenance					
51200 Regular Salaries and Wages		1,266,604	1,432,201	1,441,787	1,474,056
51400 Overtime		99,307	46,506	46,506	46,506
51500 Special Pay		0	6,170	4,900	4,900
51530 Special Pay-Hurricane Irma		1,471	0	0	0
52100 Fica Taxes		98,982	112,451	112,306	114,783
52200 Retirement Contribution		112,226	124,445	128,605	131,534
52210 Deferred Compensation Match		9,075	15,418	15,418	15,418
52300 Life & Health Insurance		279,059	527,766	562,604	600,085
52400 Workers Compensation		74,373	118,308	104,808	107,070
53400 Other Contractual Services		343,008	322,567	328,451	331,636
54100 Communications		4,454	4,020	2,486	2,486
54101 Communication - Phone System		7	20	15	15
54200 Postage		0	25	25	25
54300 Utility Services		597	11,660	11,660	11,660
54400 Rentals and Leases		2,367	10,848	10,848	10,848
54505 Vehicle Coverage		55,450	45,961	48,627	49,113
54600 Repairs and Maintenance		8,615	12,750	12,750	12,750
54601 Vehicle Repair		221,355	239,900	223,152	223,152
54900 Other Current Charges & Obligations		12,556	48,055	24,335	14,965
55100 Office Supplies		1,799	930	930	930
55200 Operating Supplies		43,577	44,121	45,566	45,566
55210 Fuel & Oil		133,163	169,940	167,350	167,350
55300 Road Materials and Supplies		83,841	74,084	74,084	74,084
55400 Publications, Subscriptions & Memberships		475	645	645	645
55401 Training		6,865	5,453	5,453	5,453
	123-433-538 Totals	2,859,227	3,374,244	3,373,311	3,445,030
125-214-562 Mosquito Control Grant					
55200 Operating Supplies		0	27,990	27,990	27,990
55401 Training		1,828	4,478	4,478	4,478
56400 Machinery and Equipment		2,750	0	0	0
	125-214-562 Totals	4,578	32,468	32,468	32,468
	Operations Totals	10,446,907	11,801,462	11,904,276	12,182,698

Leon County Fiscal Year 2020 Adopted Budget

Engineering Services

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
106-414-541 Engineering Services				
51200 Regular Salaries and Wages	2,341,898	2,444,059	2,459,422	2,529,218
51400 Overtime	6,444	25,000	15,000	15,000
51500 Special Pay	0	13,020	11,400	11,400
52100 Fica Taxes	171,041	187,935	189,283	194,098
52200 Retirement Contribution	222,079	240,926	252,626	259,886
52210 Deferred Compensation Match	3,706	11,589	11,589	11,589
52300 Life & Health Insurance	371,862	484,972	478,951	508,826
52400 Workers Compensation	37,621	26,264	31,929	32,849
53100 Professional Services	187,560	319,261	319,261	319,261
53400 Other Contractual Services	4,686	65,740	65,740	65,740
54000 Travel & Per Diem	1,676	4,760	4,812	4,812
54100 Communications	10,841	12,600	12,600	12,600
54101 Communication - Phone System	1,269	1,360	1,265	1,278
54200 Postage	168	900	900	900
54505 Vehicle Coverage	7,473	5,887	6,625	6,691
54600 Repairs and Maintenance	1,418	2,753	2,753	2,753
54601 Vehicle Repair	12,879	12,085	13,379	13,379
54700 Printing and Binding	0	1,000	1,000	1,000
54900 Other Current Charges & Obligations	476	3,200	2,200	2,200
55100 Office Supplies	6,604	5,625	5,625	5,625
55200 Operating Supplies	16,940	45,544	43,820	43,820
55210 Fuel & Oil	13,858	20,650	20,350	20,350
55400 Publications, Subscriptions & Memberships	8,523	9,632	9,632	9,632
55401 Training	3,290	16,230	16,230	16,230
56400 Machinery and Equipment	0	9,880	0	0
106-414-541 Totals	3,432,312	3,970,872	3,976,392	4,089,137
Engineering Services Totals	3,432,312	3,970,872	3,976,392	4,089,137

Leon County Fiscal Year 2020 Adopted Budget

Fleet Management

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
505-425-591 Fleet Maintenance				
51200 Regular Salaries and Wages	381,216	415,316	390,583	402,300
51400 Overtime	691	3,000	3,000	3,000
51500 Special Pay	0	1,820	1,600	1,600
52100 Fica Taxes	27,428	32,539	30,459	31,356
52200 Retirement Contribution	28,518	31,494	34,585	35,621
52210 Deferred Compensation Match	2,540	3,171	3,171	3,171
52300 Life & Health Insurance	100,093	124,002	123,242	131,334
52400 Workers Compensation	7,150	5,548	6,136	6,319
53400 Other Contractual Services	40,808	8,730	58,134	58,134
54000 Travel & Per Diem	0	500	500	500
54101 Communication - Phone System	640	690	640	646
54200 Postage	3	150	150	150
54300 Utility Services	0	5,000	5,000	5,000
54400 Rentals and Leases	2,003	2,435	2,555	2,555
54505 Vehicle Coverage	3,887	3,222	5,209	5,261
54600 Repairs and Maintenance	945,826	691,891	717,458	724,281
54601 Vehicle Repair	7,527	3,150	3,487	3,487
54700 Printing and Binding	178	500	500	500
55100 Office Supplies	1,384	1,355	1,355	1,355
55200 Operating Supplies	1,232,608	1,372,191	1,492,099	1,492,099
55210 Fuel & Oil	5,702	4,550	4,905	4,905
55400 Publications, Subscriptions & Memberships	50	1,065	1,065	1,065
55401 Training	143	5,810	5,810	5,810
56400 Machinery and Equipment	298	0	0	0
505-425-591 Totals	2,788,692	2,718,129	2,891,643	2,920,449
Fleet Management Totals	2,788,692	2,718,129	2,891,643	2,920,449

Leon County Fiscal Year 2020 Adopted Budget

Parks and Recreation

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
140-436-572 Parks and Recreation Services				
51200 Regular Salaries and Wages	1,042,761	1,036,468	1,071,767	1,125,234
51250 Regular OPS Salaries	19,340	30,000	30,000	30,000
51400 Overtime	29,019	45,120	45,120	45,120
51500 Special Pay	0	6,170	6,200	6,200
52100 Fica Taxes	78,394	79,890	82,797	86,886
52200 Retirement Contribution	85,356	85,102	91,413	95,925
52210 Deferred Compensation Match	3,221	3,499	3,499	3,499
52300 Life & Health Insurance	262,735	339,978	378,960	422,946
52400 Workers Compensation	32,807	26,729	32,436	33,584
53100 Professional Services	4,735	12,780	12,780	12,780
53400 Other Contractual Services	564,222	364,763	409,947	409,947
54000 Travel & Per Diem	1,555	2,670	2,730	2,730
54100 Communications	14,928	16,064	16,064	16,064
54101 Communication - Phone System	2,754	930	845	853
54102 DMS Centrex Billing	658	1,220	2,040	2,060
54200 Postage	590	350	600	600
54300 Utility Services	78,215	126,148	76,470	77,220
54400 Rentals And Leases	7,991	12,989	12,989	12,989
54505 Vehicle Coverage	12,367	9,863	18,432	18,616
54600 Repairs And Maintenance	3,496	140,720	140,720	140,720
54601 Vehicle Repair	98,909	105,150	104,174	104,174
54700 Printing And Binding	1,179	1,900	6,900	6,900
54800 Promotional Activities	1,448	1,950	1,950	1,950
54900 Other Current Charges & Obligations	320	2,510	2,510	2,510
55100 Office Supplies	3,125	2,250	2,250	2,250
55200 Operating Supplies	208,427	194,165	196,265	196,265
55210 Fuel & Oil	66,397	79,785	79,990	79,990
55300 Road Materials And Supplies	51,879	68,865	68,615	68,615
55400 Publications, Subscriptions & Memberships	1,169	1,230	1,230	1,230
55401 Training	6,869	8,720	8,720	8,720
56400 Machinery And Equipment	37,483	30,000	36,200	30,000
58200 Aids To Private Organizations	179,000	179,000	179,000	179,000
140-436-572 Totals	2,901,347	3,016,978	3,123,613	3,225,577
Parks and Recreation Totals	2,901,347	3,016,978	3,123,613	3,225,577

Leon County Fiscal Year 2020 Adopted Budget

Facilities Management

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-150-519 Facilities Management				
51200 Regular Salaries and Wages	1,464,585	1,517,279	1,574,782	1,620,559
51400 Overtime	64,626	53,000	53,000	53,000
51500 Special Pay	0	11,790	10,400	10,400
52100 Fica Taxes	107,673	117,729	121,186	124,697
52200 Retirement Contribution	124,925	126,452	136,624	140,659
52210 Deferred Compensation Match	7,628	7,655	7,655	7,655
52300 Life & Health Insurance	445,378	548,871	525,654	560,330
52400 Workers Compensation	38,218	29,493	37,396	38,519
53100 Professional Services	90	0	0	0
53400 Other Contractual Services	1,802,286	2,140,270	2,339,385	2,378,491
54000 Travel & Per Diem	7,060	5,644	10,674	10,674
54100 Communications	9,373	16,569	10,069	10,069
54101 Communication - Phone System	7,944	1,605	1,530	1,545
54102 DMS Centrex Billing	2,239	560	6,550	6,616
54200 Postage	-169	200	200	200
54300 Utility Services	2,100,618	2,011,938	2,063,276	2,063,276
54400 Rentals and Leases	25,930	39,282	38,905	39,405
54505 Vehicle Coverage	13,900	11,521	11,623	11,739
54600 Repairs and Maintenance	727,549	748,735	782,402	802,720
54601 Vehicle Repair	24,700	46,665	49,520	49,520
54700 Printing and Binding	0	2,100	2,100	2,100
54900 Other Current Charges & Obligations	4,982	0	0	0
55100 Office Supplies	7,361	13,119	13,119	13,119
55200 Operating Supplies	116,121	103,460	104,350	104,350
55210 Fuel & Oil	32,981	46,585	45,915	45,915
55299 Reimbursable Supplies	324	0	0	0
55400 Publications, Subscriptions & Memberships	3,066	4,856	4,856	4,856
55401 Training	6,086	7,350	7,350	7,350
56400 Machinery and Equipment	8,512	10,000	10,000	10,000
001-150-519 Totals	7,153,986	7,622,728	7,968,521	8,117,764
001-410-529 Public Safety Complex Facilities				
51200 Regular Salaries and Wages	157,646	142,663	140,821	145,045
51400 Overtime	1,311	15,000	15,000	15,000
52100 Fica Taxes	11,391	11,126	10,935	11,261
52200 Retirement Contribution	15,391	10,430	11,928	12,286
52210 Deferred Compensation Match	872	0	0	0
52300 Life & Health Insurance	36,118	28,052	37,710	40,159
52400 Workers Compensation	5,138	3,514	3,982	4,102
53100 Professional Services	0	10,000	10,000	10,000
53400 Other Contractual Services	469,180	653,111	655,719	661,038
54000 Travel & Per Diem	5,672	2,000	2,000	2,000
54100 Communications	3,860	6,400	6,400	6,400
54102 DMS Centrex Billing	293	0	0	0
54200 Postage	0	250	250	250
54300 Utility Services	334,649	351,171	351,171	351,171
54400 Rentals and Leases	0	3,470	3,645	3,645
54500 Insurance	0	2,138	2,138	2,138
54506 Property Insurance	104,498	104,498	104,498	104,498
54600 Repairs and Maintenance	127,980	119,000	119,000	119,000
55100 Office Supplies	1,452	660	660	660
55200 Operating Supplies	138,348	42,000	41,940	41,940
55400 Publications, Subscriptions & Memberships	1,105	1,429	1,429	1,429
55401 Training	1,544	4,500	4,500	4,500
56400 Machinery and Equipment	77,566	82,765	82,765	82,765
001-410-529 Totals	1,494,012	1,594,177	1,606,491	1,619,287
165-154-519 County Government Annex				
51200 Regular Salaries and Wages	33,625	31,927	32,869	33,839
51400 Overtime	1,057	0	1,000	1,000

Leon County Fiscal Year 2020 Adopted Budget

Facilities Management

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
165-154-519 County Government Annex				
51500 Special Pay	0	0	600	600
52100 Fica Taxes	2,576	2,442	2,515	2,589
52200 Retirement Contribution	2,733	2,593	2,738	2,820
52210 Deferred Compensation Match	493	0	0	0
52300 Life & Health Insurance	7,283	7,848	8,347	8,667
52400 Workers Compensation	1,305	984	1,124	1,158
53100 Professional Services	0	60,000	60,000	60,000
53400 Other Contractual Services	240,867	241,398	267,672	274,349
54100 Communications	112	500	500	500
54600 Repairs and Maintenance	48,663	107,736	110,805	113,949
55200 Operating Supplies	4,915	6,773	6,972	7,176
165-154-519 Totals	343,627	462,201	495,142	506,647
166-155-519 Huntington Oaks Plaza Operating				
53100 Professional Services	24,677	10,000	10,090	10,243
53400 Other Contractual Services	32,835	26,326	26,120	26,326
54600 Repairs and Maintenance	18,938	51,000	42,750	42,750
54700 Printing and Binding	0	200	200	200
55200 Operating Supplies	761	7,375	7,375	7,375
166-155-519 Totals	77,211	94,901	86,535	86,894
Facilities Management Totals	9,068,836	9,774,007	10,156,689	10,330,592

Leon County Fiscal Year 2020 Adopted Budget

Real Estate Management

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-156-519 Real Estate Management				
51200 Regular Salaries and Wages	109,783	110,290	88,480	91,102
51500 Special Pay	0	1,080	1,100	1,100
52100 Fica Taxes	7,703	8,488	6,820	7,021
52200 Retirement Contribution	8,654	9,020	7,403	7,625
52300 Life & Health Insurance	28,992	32,058	24,834	26,512
52400 Workers Compensation	285	164	134	138
53100 Professional Services	2,809	13,500	13,500	13,500
53400 Other Contractual Services	37,335	40,000	65,000	50,000
54100 Communications	433	432	432	432
54101 Communication - Phone System	35	0	20	20
54200 Postage	829	2,000	2,000	2,000
54505 Vehicle Coverage	0	308	293	296
54601 Vehicle Repair	934	1,320	1,345	1,345
54700 Printing and Binding	0	2,500	2,500	2,500
54900 Other Current Charges & Obligations	46,065	61,600	136,600	136,600
55100 Office Supplies	28	500	500	500
55200 Operating Supplies	131	2,400	2,400	2,400
55210 Fuel & Oil	0	550	550	550
55400 Publications, Subscriptions & Memberships	452	200	200	200
55401 Training	0	1,000	1,000	1,000
58200 Aids To Private Organizations	25,000	12,000	0	0
001-156-519 Totals	269,469	299,410	355,111	344,841
001-831-513 Tax Deed Applications				
54900 Other Current Charges & Obligations	-5,359	45,000	45,000	45,000
001-831-513 Totals	-5,359	45,000	45,000	45,000
Real Estate Management Totals	264,110	344,410	400,111	389,841

Leon County Fiscal Year 2020 Adopted Budget

Planning Department

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-817-515 Planning Department				
51200 Regular Salaries and Wages	151,607	152,821	85,020	87,500
51500 Special Pay	0	1,330	1,900	1,900
52100 Fica Taxes	10,566	10,623	5,213	5,249
52200 Retirement Contribution	23,433	24,988	21,006	21,637
52300 Life & Health Insurance	23,971	26,207	10,427	11,122
52400 Workers Compensation	394	226	126	130
58100 Aids To Government Agencies	518,913	757,272	1,021,597	889,029
001-817-515 Totals	728,884	973,467	1,145,289	1,016,567
Planning Department Totals	728,884	973,467	1,145,289	1,016,567

Leon County Fiscal Year 2020 Adopted Budget

Office of Management and Budget

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-130-513 Office of Management & Budget				
51200 Regular Salaries and Wages	460,675	473,373	477,964	490,829
51500 Special Pay	0	2,610	3,600	3,600
52100 Fica Taxes	33,545	36,959	37,199	37,950
52200 Retirement Contribution	53,958	57,745	61,596	63,320
52210 Deferred Compensation Match	0	1,293	1,293	1,293
52300 Life & Health Insurance	69,998	85,605	91,823	97,419
52400 Workers Compensation	1,198	706	731	750
53100 Professional Services	43,176	54,562	54,562	54,562
54000 Travel & Per Diem	1,573	4,018	7,199	7,199
54100 Communications	458	380	433	433
54101 Communication - Phone System	783	840	775	783
54200 Postage	80	115	115	115
54400 Rentals and Leases	6,526	7,350	7,720	7,720
54700 Printing and Binding	2,463	4,380	4,180	4,180
55100 Office Supplies	2,874	2,668	2,683	2,683
55200 Operating Supplies	1,500	1,674	1,711	1,711
55400 Publications, Subscriptions & Memberships	1,298	575	575	575
55401 Training	1,625	2,378	1,323	1,323
58229 Tall Trust For Historic Preservation	63,175	63,175	63,175	63,175
001-130-513 Totals	744,904	800,406	818,657	839,620
Office of Management and Budget Totals	744,904	800,406	818,657	839,620

Leon County Fiscal Year 2020 Adopted Budget

Purchasing

Organizational Code / Account		FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-140-513 Procurement					
51200 Regular Salaries and Wages		421,307	335,028	328,543	338,400
51500 Special Pay		0	13,600	7,100	7,100
52100 Fica Taxes		31,024	26,303	25,806	26,562
52200 Retirement Contribution		40,370	32,203	27,827	28,662
52210 Deferred Compensation Match		1,284	878	878	878
52300 Life & Health Insurance		44,303	60,892	62,364	66,000
52400 Workers Compensation		1,096	499	503	518
53400 Other Contractual Services		1,200	2,296	3,801	3,801
54000 Travel & Per Diem		4,250	7,463	6,763	6,763
54101 Communication - Phone System		829	830	740	747
54102 DMS Centrex Billing		59	30	175	177
54200 Postage		353	475	375	375
54400 Rentals and Leases		3,507	3,710	3,895	3,895
54505 Vehicle Coverage		480	398	379	383
54600 Repairs and Maintenance		775	1,412	1,412	1,412
54601 Vehicle Repair		301	435	477	477
54700 Printing and Binding		0	255	150	150
54900 Other Current Charges & Obligations		3,670	4,179	4,179	4,179
55100 Office Supplies		955	1,675	1,675	1,675
55200 Operating Supplies		4,579	3,705	2,405	2,405
55210 Fuel & Oil		456	550	550	550
55400 Publications, Subscriptions & Memberships		1,703	1,430	1,430	1,430
55401 Training		2,794	4,813	4,813	4,813
	001-140-513 Totals	565,295	503,059	486,240	501,352
001-141-513 Warehouse					
51200 Regular Salaries and Wages		76,772	73,507	74,068	76,290
51400 Overtime		464	0	0	0
51500 Special Pay		0	0	800	800
52100 Fica Taxes		5,595	5,899	5,942	6,111
52200 Retirement Contribution		8,442	8,695	9,051	9,323
52210 Deferred Compensation Match		991	1,641	1,641	1,641
52300 Life & Health Insurance		14,671	19,393	19,896	21,021
52400 Workers Compensation		2,979	2,306	2,575	2,652
53400 Other Contractual Services		807	884	884	884
54100 Communications		236	456	456	456
54101 Communication - Phone System		176	0	0	0
54102 DMS Centrex Billing		59	0	0	0
54600 Repairs and Maintenance		385	426	426	426
54601 Vehicle Repair		208	720	837	837
55100 Office Supplies		578	300	300	300
55200 Operating Supplies		450	615	615	615
55299 Reimbursable Supplies		360	0	0	0
	001-141-513 Totals	113,172	114,842	117,491	121,356
	Purchasing Totals	678,467	617,901	603,731	622,708

Leon County Fiscal Year 2020 Adopted Budget

Risk Management

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
501-132-513 Risk Management				
51200 Regular Salaries And Wages	96,413	86,557	90,295	92,899
51500 Special Pay	0	1,550	1,600	1,600
52100 Fica Taxes	7,102	6,647	6,933	7,132
52200 Retirement Contribution	8,474	6,861	12,655	13,034
52300 Life & Health Insurance	15,226	16,609	17,148	18,289
52400 Workers Compensation	251	125	133	137
53100 Professional Services	83,435	72,344	72,344	72,344
54000 Travel & Per Diem	0	1,900	1,900	1,900
54100 Communications	36	360	360	360
54101 Communication - Phone System	284	320	290	293
54200 Postage	31	160	160	160
55100 Office Supplies	-18	300	300	300
55200 Operating Supplies	157	950	950	950
55400 Publications, Subscriptions & Memberships	1,022	1,025	1,025	1,025
55401 Training	0	900	900	900
501-132-513 Totals	212,412	196,608	206,993	211,323
Risk Management Totals	212,412	196,608	206,993	211,323

Leon County Fiscal Year 2020 Adopted Budget

Tourism Development

Organizational Code / Account		FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-888-573 COCA Contract					
58215 Local Arts Agency Program (837)		150,000	150,000	150,000	150,000
	001-888-573 Totals	150,000	150,000	150,000	150,000
160-301-552 Administration					
51200 Regular Salaries and Wages		212,862	209,782	228,062	234,996
51250 Regular OPS Salaries		18,036	16,020	16,386	16,773
51500 Special Pay		0	1,130	1,100	1,100
52100 Fica Taxes		16,771	17,554	18,980	19,403
52200 Retirement Contribution		35,384	37,910	42,359	43,621
52210 Deferred Compensation Match		463	766	766	766
52300 Life & Health Insurance		39,313	42,998	33,444	35,695
52400 Workers Compensation		630	345	378	389
53400 Other Contractual Services		141,297	135,500	160,700	157,700
54000 Travel & Per Diem		3,269	7,500	7,500	7,500
54100 Communications		0	0	480	480
54101 Communication - Phone System		1,419	280	265	268
54102 DMS Centrex Billing		393	100	1,185	1,185
54200 Postage		431	0	0	0
54400 Rentals And Leases		6,181	8,420	50,000	50,000
54505 Vehicle Coverage		463	384	366	370
54600 Repairs And Maintenance		33,906	34,000	34,000	34,000
54601 Vehicle Repair		1,075	410	580	580
54900 Other Current Charges & Obligations		861	1,971	1,971	1,971
55100 Office Supplies		589	1,000	1,000	1,000
55200 Operating Supplies		2,321	3,000	3,000	3,000
55210 Fuel & Oil		252	415	415	415
55400 Publications, Subscriptions & Memberships		4,231	2,300	2,300	2,300
55401 Training		595	3,000	3,000	3,000
	160-301-552 Totals	520,743	524,785	608,237	616,512
160-302-552 Advertising					
53400 Other Contractual Services		1,450,762	1,566,473	1,616,473	1,666,473
	160-302-552 Totals	1,450,762	1,566,473	1,616,473	1,666,473
160-303-552 Marketing					
51200 Regular Salaries and Wages		405,792	451,397	456,399	467,919
51250 Regular OPS Salaries		18,037	16,020	16,386	16,773
51500 Special Pay		0	2,120	2,000	2,000
52100 Fica Taxes		31,562	37,140	37,276	38,183
52200 Retirement Contribution		31,805	38,864	40,308	41,317
52300 Life & Health Insurance		38,506	75,901	73,799	78,029
52400 Workers Compensation		1,780	1,222	1,417	1,451
53400 Other Contractual Services		160,334	125,500	125,500	125,500
54000 Travel & Per Diem		42,052	64,128	72,925	72,925
54100 Communications		4,364	7,823	7,823	7,823
54101 Communication - Phone System		1,054	1,225	1,140	1,151
54200 Postage		2,963	38,000	43,700	43,700
54400 Rentals and Leases		2,415	8,420	8,420	8,420
54700 Printing and Binding		11,284	6,400	16,500	16,500
54800 Promotional Activities		27,170	53,575	67,000	67,000
54860 TDC Direct Sales Promotions		33,594	49,662	52,290	52,290
54861 TDC Community Relations		7,868	13,300	38,000	38,000
54862 TDC Merchandise		4,772	5,000	7,500	7,500
54900 Other Current Charges & Obligations		471,442	523,000	540,000	540,000
54948 Other Current Charges / Other		119,311	100,000	315,000	315,000
55100 Office Supplies		3,631	3,700	3,700	3,700
55200 Operating Supplies		4,145	5,000	5,000	5,000
55250 Operating Supplies / Uniforms		3,286	4,000	4,500	4,500
55400 Publications, Subscriptions & Memberships		26,957	21,253	24,028	24,028
55401 Training		405	7,000	10,000	10,000

Leon County Fiscal Year 2020 Adopted Budget

Tourism Development

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
160-303-552 Marketing				
58160 TDC Local T&E	1,173	1,500	1,500	1,500
58300 Other Grants & Aids	750	0	0	0
58320 Sponsorships & Contributions	5,625	26,900	36,000	36,000
160-303-552 Totals	1,462,076	1,688,050	2,008,111	2,026,209
160-304-552 Special Projects				
58300 Other Grants & Aids	641,495	615,000	765,000	765,000
160-304-552 Totals	641,495	615,000	765,000	765,000
160-888-573 Council on Culture & Arts (COCA)				
58214 Cultural Resource Grant Prog (837)	0	284,525	0	0
58215 Local Arts Agency Program (837)	875,814	1,138,100	1,168,462	1,203,516
160-888-573 Totals	875,814	1,422,625	1,168,462	1,203,516
Tourism Development Totals	5,100,890	5,966,933	6,316,283	6,427,710

Leon County Fiscal Year 2020 Adopted Budget

Library Services

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-240-571 Lib - Policy, Planning, & Operations				
51200 Regular Salaries and Wages	328,777	310,652	303,294	312,377
51400 Overtime	24	0	0	0
51500 Special Pay	0	2,980	2,900	2,900
52100 Fica Taxes	23,911	24,139	23,300	23,995
52200 Retirement Contribution	41,234	42,276	41,507	42,753
52210 Deferred Compensation Match	434	1,203	1,203	1,203
52300 Life & Health Insurance	64,467	74,662	92,420	98,690
52400 Workers Compensation	855	464	463	478
53100 Professional Services	254,038	295,279	295,279	295,279
53400 Other Contractual Services	3,574	3,950	3,950	3,950
54000 Travel & Per Diem	35	1,500	1,500	1,500
54100 Communications	2,027	1,980	1,980	1,980
54101 Communication - Phone System	12,715	6,385	5,925	5,984
54102 DMS Centrex Billing	2,166	605	6,920	6,989
54200 Postage	18,921	17,659	17,659	17,659
54400 Rentals and Leases	36,201	40,540	42,720	42,720
54600 Repairs and Maintenance	571	600	600	600
54700 Printing and Binding	284	500	500	500
54800 Promotional Activities	1,918	2,500	2,500	2,500
54900 Other Current Charges & Obligations	37	0	0	0
55100 Office Supplies	13,541	15,540	15,540	15,540
55200 Operating Supplies	30,566	38,062	38,062	38,062
55400 Publications, Subscriptions & Memberships	4,278	5,490	6,730	6,730
55401 Training	3,479	4,948	4,708	4,708
001-240-571 Totals	844,052	891,914	909,660	927,097
001-241-571 Library Public Services				
51200 Regular Salaries and Wages	3,059,856	3,199,998	3,144,704	3,234,478
51250 Regular OPS Salaries	27,426	24,717	24,717	24,717
51400 Overtime	57	0	0	0
51500 Special Pay	0	11,070	9,300	9,300
52100 Fica Taxes	225,411	250,239	245,250	252,109
52200 Retirement Contribution	255,479	275,681	275,980	283,804
52210 Deferred Compensation Match	9,653	13,450	13,450	13,450
52300 Life & Health Insurance	599,248	733,409	750,407	799,691
52400 Workers Compensation	8,028	4,823	4,890	5,027
52600 Class C Travel	39	0	0	0
53400 Other Contractual Services	38,570	47,983	47,983	47,983
54000 Travel & Per Diem	471	3,397	3,397	3,397
54100 Communications	72	1,200	1,200	1,200
54200 Postage	7	0	0	0
54400 Rentals and Leases	840	0	0	0
54505 Vehicle Coverage	4,222	3,499	1,803	1,821
54600 Repairs and Maintenance	43,366	36,159	36,639	37,129
54601 Vehicle Repair	2,214	4,070	4,125	4,125
54700 Printing and Binding	102	7,500	7,500	7,500
54800 Promotional Activities	1,227	850	850	850
54900 Other Current Charges & Obligations	1,493	1,695	1,695	1,695
55100 Office Supplies	34,483	33,073	33,073	33,073
55200 Operating Supplies	40,164	44,382	44,382	44,382
55210 Fuel & Oil	3,884	4,125	4,205	4,205
55400 Publications, Subscriptions & Memberships	1,616	2,495	2,495	2,495
55401 Training	3,387	3,586	3,586	3,586
001-241-571 Totals	4,361,315	4,707,401	4,661,631	4,816,017
001-242-571 Library Collection Services				
51200 Regular Salaries and Wages	518,170	526,269	551,603	568,151
51500 Special Pay	0	3,120	2,100	2,100
52100 Fica Taxes	36,991	40,728	42,667	43,935
52200 Retirement Contribution	43,031	45,613	46,720	48,122

Leon County Fiscal Year 2020 Adopted Budget

Library Services

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-242-571 Library Collection Services				
52210 Deferred Compensation Match	2,094	2,626	2,626	2,626
52300 Life & Health Insurance	153,003	169,331	182,783	195,015
52400 Workers Compensation	2,670	2,585	2,430	2,502
53400 Other Contractual Services	131,583	120,321	122,722	125,192
54000 Travel & Per Diem	0	90	90	90
54200 Postage	2,251	2,000	2,000	2,000
54600 Repairs and Maintenance	0	1,100	1,100	1,100
54700 Printing and Binding	2,306	5,550	5,550	5,550
54900 Other Current Charges & Obligations	8	0	0	0
55100 Office Supplies	1,935	4,133	4,133	4,133
55200 Operating Supplies	23,115	36,482	36,482	36,482
55400 Publications, Subscriptions & Memberships	1,588	3,795	3,795	3,795
55401 Training	4,413	4,523	4,523	4,523
56600 Books, Publications & Library Material	654,391	632,505	632,505	632,505
001-242-571 Totals	1,577,549	1,600,771	1,643,829	1,677,821
Library Services Totals	6,782,916	7,200,086	7,215,120	7,420,935

Leon County Fiscal Year 2020 Adopted Budget

Emergency Medical Services

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
135-185-526 Emergency Medical Services				
51200 Regular Salaries and Wages	6,162,418	5,777,557	5,887,775	6,049,880
51250 Regular OPS Salaries	529,892	375,001	375,001	386,251
51400 Overtime	969,108	1,276,447	1,251,175	1,251,175
51500 Special Pay	7,875	13,620	15,000	15,000
52100 Fica Taxes	485,152	549,375	557,309	569,855
52200 Retirement Contribution	1,539,712	1,652,131	1,707,955	1,749,517
52210 Deferred Compensation Match	17,879	16,620	16,620	16,620
52300 Life & Health Insurance	1,175,838	1,344,814	1,467,754	1,562,151
52400 Workers Compensation	326,169	282,646	298,636	305,060
53100 Professional Services	10,535	56,580	56,580	56,580
53400 Other Contractual Services	4,191,065	4,249,305	4,338,289	4,353,473
54000 Travel & Per Diem	10,207	14,800	14,800	14,800
54100 Communications	59,499	57,200	57,200	57,200
54101 Communication - Phone System	6,207	5,935	5,460	5,515
54102 DMS Centrex Billing	307	75	1,100	1,111
54200 Postage	1,383	2,000	2,000	2,000
54300 Utility Services	55,244	60,000	60,000	60,000
54400 Rentals and Leases	7,536	9,565	11,715	11,715
54505 Vehicle Coverage	128,548	106,549	108,377	109,461
54600 Repairs and Maintenance	73,889	88,722	146,122	146,122
54601 Vehicle Repair	350,247	438,725	440,350	440,350
54700 Printing and Binding	2,531	10,000	10,000	10,000
54800 Promotional Activities	22,903	23,500	23,500	23,500
55100 Office Supplies	3,839	8,015	8,015	8,015
55200 Operating Supplies	669,319	689,350	732,415	732,415
55210 Fuel & Oil	311,636	389,305	388,090	388,090
55300 Road Materials and Supplies	171	0	0	0
55400 Publications, Subscriptions & Memberships	8,880	7,925	7,925	7,925
55401 Training	49,372	60,600	60,600	60,600
56400 Machinery and Equipment	30,063	38,000	0	0
135-185-526 Totals	17,207,424	17,604,362	18,049,763	18,394,381
Emergency Medical Services Totals	17,207,424	17,604,362	18,049,763	18,394,381

Leon County Fiscal Year 2020 Adopted Budget

Animal Control

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
140-201-562 Animal Control				
51200 Regular Salaries and Wages	309,927	286,358	306,487	314,269
51250 Regular OPS Salaries	10,158	0	0	0
51400 Overtime	5,278	24,479	24,479	24,479
51500 Special Pay	0	8,800	8,800	8,800
52100 Fica Taxes	23,478	22,931	24,195	24,790
52200 Retirement Contribution	24,783	23,411	25,407	26,067
52210 Deferred Compensation Match	619	1,312	1,312	1,312
52300 Life & Health Insurance	54,430	77,307	84,778	89,693
52400 Workers Compensation	5,230	3,914	4,405	4,516
53300 Court Reporter Services	0	4,170	4,170	4,170
53400 Other Contractual Services	803,944	865,726	959,100	985,520
54000 Travel & Per Diem	540	342	342	342
54100 Communications	4,210	4,200	4,200	4,200
54101 Communication - Phone System	975	1,175	1,085	1,096
54200 Postage	60	300	300	300
54505 Vehicle Coverage	6,973	5,279	6,630	6,696
54600 Repairs and Maintenance	0	400	400	400
54601 Vehicle Repair	15,463	15,020	13,757	13,757
54700 Printing and Binding	886	1,800	1,800	1,800
54800 Promotional Activities	2,397	3,500	3,500	3,500
54908 Other Current Charges & Obligations	100	1,200	1,200	1,200
55100 Office Supplies	218	1,397	1,397	1,397
55200 Operating Supplies	5,960	10,392	10,392	10,392
55210 Fuel & Oil	23,126	33,835	30,265	30,265
55400 Publications, Subscriptions & Memberships	380	733	733	733
55401 Training	3,815	9,720	9,720	9,720
58226 St Francis Wildlife Assn (851)	71,250	71,250	71,250	71,250
140-201-562 Totals	1,374,202	1,478,951	1,600,104	1,640,664
Animal Control Totals	1,374,202	1,478,951	1,600,104	1,640,664

Leon County Fiscal Year 2020 Adopted Budget

County Probation

Organizational Code / Account		FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-888-523 Line Item - Detention/Correction					
58230 Disc Village/JAC		222,759	222,759	222,759	222,759
58253 Domestic Violence Coordinating Council		25,000	25,000	25,000	25,000
	001-888-523 Totals	247,759	247,759	247,759	247,759
110-508-569 Diversionary Programs					
53400 Other Contractual Services		100,000	100,000	100,000	100,000
	110-508-569 Totals	100,000	100,000	100,000	100,000
111-542-523 County Probation					
51200 Regular Salaries and Wages		738,591	799,315	797,974	819,597
51400 Overtime		948	0	0	0
51500 Special Pay		0	8,070	9,200	9,200
52100 Fica Taxes		52,024	61,687	61,488	63,142
52200 Retirement Contribution		60,357	68,180	65,854	67,636
52210 Deferred Compensation Match		1,731	3,169	3,169	3,169
52300 Life & Health Insurance		198,238	237,795	244,096	260,560
52400 Workers Compensation		22,360	19,271	22,394	22,992
53400 Other Contractual Services		4,202	4,220	4,220	4,220
54000 Travel & Per Diem		1,260	2,459	2,459	2,459
54100 Communications		433	636	636	636
54101 Communication - Phone System		5,804	6,510	5,880	5,939
54200 Postage		334	2,359	2,359	2,359
54400 Rentals and Leases		3,743	4,020	4,220	4,220
54600 Repairs and Maintenance		0	1,100	0	0
54700 Printing and Binding		496	790	790	790
54948 Other Current Charges / Other		468	480	0	0
55100 Office Supplies		4,484	6,131	6,131	6,131
55200 Operating Supplies		7,529	9,345	10,445	10,445
55400 Publications, Subscriptions & Memberships		300	400	400	400
55401 Training		590	1,480	1,480	1,480
	111-542-523 Totals	1,103,892	1,237,417	1,243,195	1,285,375
	County Probation Totals	1,451,651	1,585,176	1,590,954	1,633,134

Leon County Fiscal Year 2020 Adopted Budget

Supervised Pretrial Release

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
111-544-523 Pretrial Release				
51200 Regular Salaries and Wages	631,907	638,453	630,468	649,382
51400 Overtime	8,507	0	0	0
51500 Special Pay	0	4,860	4,700	4,700
52100 Fica Taxes	46,387	49,265	48,379	49,830
52200 Retirement Contribution	50,918	52,738	53,400	55,002
52210 Deferred Compensation Match	500	654	654	654
52300 Life & Health Insurance	132,952	154,233	178,072	190,253
52400 Workers Compensation	20,612	15,746	17,695	18,226
53400 Other Contractual Services	53,873	64,000	64,000	64,000
53413 Administration	160	0	0	0
53450 Other Contractual Services - GPS	92,250	123,000	373,151	373,151
54000 Travel & Per Diem	1,115	3,099	3,099	3,099
54100 Communications	424	1,241	1,241	1,241
54101 Communication - Phone System	2,913	2,860	2,640	2,666
54102 DMS Centrex Billing	176	45	530	535
54200 Postage	287	2,000	2,000	2,000
54400 Rentals and Leases	6,183	6,835	7,175	7,175
54700 Printing and Binding	437	459	459	459
54900 Other Current Charges & Obligations	60,605	99,857	0	0
54948 Other Current Charges / Other	332	950	0	0
55100 Office Supplies	517	2,100	2,100	2,100
55200 Operating Supplies	4,974	7,016	7,016	7,016
55400 Publications, Subscriptions & Memberships	175	140	140	140
55401 Training	105	0	0	0
56400 Machinery and Equipment	0	0	3,200	200
111-544-523 Totals	1,116,307	1,229,551	1,400,119	1,431,829
Supervised Pretrial Release Totals	1,116,307	1,229,551	1,400,119	1,431,829

Leon County Fiscal Year 2020 Adopted Budget

Veteran Services

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-390-553 Veteran Services				
51200 Regular Salaries and Wages	130,438	134,610	134,676	137,417
51400 Overtime	291	1,200	1,200	1,200
51500 Special Pay	0	1,140	1,100	1,100
52100 Fica Taxes	9,491	10,849	10,578	10,788
52200 Retirement Contribution	10,010	11,120	11,361	11,593
52210 Deferred Compensation Match	0	1,531	1,531	1,531
52300 Life & Health Insurance	20,402	26,750	39,667	42,144
52400 Workers Compensation	339	203	205	209
54000 Travel & Per Diem	2,099	7,550	7,550	7,550
54101 Communication - Phone System	891	1,245	1,135	1,146
54200 Postage	143	750	750	750
54400 Rentals and Leases	3,280	3,285	4,040	4,040
54600 Repairs and Maintenance	81	160	160	160
54700 Printing and Binding	420	1,000	1,000	1,000
54800 Promotional Activities	230	800	800	800
54900 Other Current Charges & Obligations	1,396	1,700	1,725	1,725
55100 Office Supplies	1,263	1,940	1,940	1,940
55200 Operating Supplies	212	250	250	250
55400 Publications, Subscriptions & Memberships	230	330	330	330
55401 Training	0	700	700	700
58256 Veterans Day Parade	5,000	5,000	5,000	5,000
58258 Operation Thank You!	13,294	15,900	15,900	15,900
58261 Honor Flight	20,000	20,000	20,000	20,000
58264 North Florida Homeless Veterans Stand Down	10,000	10,000	10,000	10,000
58349 Military Personnel Grant Program	99,840	100,000	100,000	100,000
001-390-553 Totals	329,351	358,013	371,598	377,273
Veteran Services Totals	329,351	358,013	371,598	377,273

Leon County Fiscal Year 2020 Adopted Budget

Housing Services

Organizational Code / Account		FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-371-569 Housing Services					
51200 Regular Salaries and Wages		324,223	387,143	374,990	386,191
51250 Regular OPS Salaries		7,031	2,000	15,000	15,000
51400 Overtime		994	4,240	2,000	2,000
51500 Special Pay		0	30,017	3,700	3,700
52100 Fica Taxes		23,917	26,848	29,093	29,951
52200 Retirement Contribution		24,497	985	30,130	31,035
52210 Deferred Compensation Match		513	53,641	985	985
52300 Life & Health Insurance		44,569	396	68,883	73,327
52400 Workers Compensation		843	652	570	587
53400 Other Contractual Services		62,446	5,800	652	652
54000 Travel & Per Diem		1,619	301	5,800	5,800
54100 Communications		100	1,390	420	420
54101 Communication - Phone System		1,854	60	1,275	1,288
54102 DMS Centrex Billing		234	800	705	712
54200 Postage		401	5,380	800	800
54400 Rentals and Leases		4,747	587	5,650	5,650
54505 Vehicle Coverage		708	200	559	565
54600 Repairs and Maintenance		0	1,400	200	200
54601 Vehicle Repair		205	2,500	1,566	1,566
54700 Printing and Binding		1,974	3,000	2,500	2,500
54800 Promotional Activities		2,487	16,475	3,000	3,000
54900 Other Current Charges & Obligations		5,474	4,700	16,800	16,800
55100 Office Supplies		3,893	4,283	4,700	4,700
55200 Operating Supplies		3,884	1,155	4,283	4,283
55210 Fuel & Oil		916	800	1,185	1,185
55400 Publications, Subscriptions & Memberships		799	4,350	5,800	5,800
55401 Training		1,938	0	4,350	4,350
585000 Housing Grants & Aids		33,138	0	0	0
	001-371-569 Totals	553,403	559,103	585,596	603,047
124-932047-554 SHIP 2014-2017					
585000 Housing Grants & Aids		10,762	0	0	0
	124-932047-554 Totals	10,762	0	0	0
124-932048-554 SHIP 2015-2018					
585000 Housing Grants & Aids		486,730	0	0	0
	124-932048-554 Totals	486,730	0	0	0
124-932049-554 SHIP 2016-2019					
585000 Housing Grants & Aids		161,750	0	0	0
	124-932049-554 Totals	161,750	0	0	0
124-932051-554 SHIP Housing Counseling Fund					
585000 Housing Grants & Aids		7,000	0	0	0
	124-932051-554 Totals	7,000	0	0	0
124-932052-554 SHIP 2017-2020					
585000 Housing Grants & Aids		143,250	0	0	0
	124-932052-554 Totals	143,250	0	0	0
124-932053-554 SHIP 2018-2021					
585000 Housing Grants & Aids		0	167,323	0	0
	124-932053-554 Totals	0	167,323	0	0
	Housing Services Totals	1,362,895	726,426	585,596	603,047

Leon County Fiscal Year 2020 Adopted Budget

Human Services

Organizational Code / Account		FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-190-562 Health Department					
58100 Aids To Government Agencies		237,345	237,345	237,345	237,345
	001-190-562 Totals	237,345	237,345	237,345	237,345
001-370-527 Medical Examiner					
54506 Property Insurance		0	2,750	2,750	2,750
58346 Medical Examiner		480,998	405,620	433,982	442,662
58351 Medical Examiner Facility Operating Costs		0	51,855	103,709	103,709
	001-370-527 Totals	480,998	460,225	540,441	549,121
001-370-562 Tubercular Care & Child Protection Exams					
58340 Tubercular Care-transportation		0	2,000	2,000	2,000
58342 Child Protection Exams		53,250	59,000	59,000	59,000
	001-370-562 Totals	53,250	61,000	61,000	61,000
001-370-563 Baker Act & Marchman Act					
53101 Baker Act Payments		366,462	366,462	366,462	366,462
53102 Mental Health & Alcohol		218,514	271,694	271,694	271,694
	001-370-563 Totals	584,976	638,156	638,156	638,156
001-370-564 Medicaid & Indigent Burials					
58341 Indigent Burial		49,534	64,400	64,400	64,400
58343 Medicaid		2,897,065	3,036,826	3,271,272	3,369,410
	001-370-564 Totals	2,946,599	3,101,226	3,335,672	3,433,810
001-370-569 CHSP & Emergency Assistance					
51200 Regular Salaries and Wages		39,411	40,560	42,195	43,461
52100 Fica Taxes		2,785	3,103	3,228	3,325
52200 Retirement Contribution		3,155	3,350	3,574	3,681
52210 Deferred Compensation Match		0	112	112	112
52300 Life & Health Insurance		7,021	8,107	16,350	17,477
52400 Workers Compensation		102	61	65	66
53400 Other Contractual Services		40,360	0	0	0
54100 Communications		1,422	1,250	1,250	1,250
54600 Repairs and Maintenance		4,500	5,000	6,000	6,000
54900 Other Current Charges & Obligations		0	1,000	1,000	1,000
55200 Operating Supplies		3,905	5,000	5,000	5,000
55401 Training		0	1,000	0	0
58246 United Partners for Human Services		23,750	23,750	23,750	23,750
58247 Whole Child Leon		38,000	38,000	38,000	38,000
58344 Human Service Grants		1,051,770	1,200,000	1,300,000	1,300,000
58345 Emergency Assistance		40,000	40,000	40,000	40,000
	001-370-569 Totals	1,256,181	1,370,293	1,480,524	1,483,122
001-971-562 Primary Health Care					
51200 Regular Salaries and Wages		48,982	48,206	49,652	51,142
51500 Special Pay		0	900	900	900
52100 Fica Taxes		3,201	3,786	3,897	4,010
52200 Retirement Contribution		3,821	3,982	4,206	4,332
52300 Life & Health Insurance		17,681	20,312	20,929	22,284
52400 Workers Compensation		127	72	76	78
53400 Other Contractual Services		806	11,000	6,000	6,000
54200 Postage		92	250	250	250
54800 Promotional Activities		152	500	500	500
54900 Other Current Charges & Obligations		1,617,520	1,739,582	1,739,582	1,739,582
55100 Office Supplies		778	780	780	780
55200 Operating Supplies		439	500	500	500
55400 Publications, Subscriptions & Memberships		236	250	250	250

Leon County Fiscal Year 2020 Adopted Budget

Human Services

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-971-562 Primary Health Care				
55401 Training	0	1,500	500	500
001-971-562 Totals	1,693,836	1,831,620	1,828,022	1,831,108
140-971-562 Primary Health Care-Trauma Center				
58249 Trauma Center	200,000	0	0	0
140-971-562 Totals	200,000	0	0	0
Human Services Totals	7,453,186	7,699,865	8,121,160	8,233,662

Leon County Fiscal Year 2020 Adopted Budget

Cooperative Extension

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-361-537 Cooperative Extension				
54101 Communication - Phone System	2,416	1,570	1,495	1,510
54102 DMS Centrex Billing	176	45	530	535
54505 Vehicle Coverage	964	799	401	405
54601 Vehicle Repair	365	1,265	1,296	1,296
55210 Fuel & Oil	543	720	690	690
58100 Aids To Government Agencies	379,130	429,204	425,311	438,070
001-361-537 Totals	383,593	433,603	429,723	442,506
Cooperative Extension Totals	383,593	433,603	429,723	442,506

Leon County Fiscal Year 2020 Adopted Budget

Office of Sustainability

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-127-513 Office of Sustainability				
51200 Regular Salaries and Wages	111,054	114,361	119,436	122,315
51250 Regular OPS Salaries	9,529	15,000	26,478	27,272
51400 Overtime	7	0	0	0
52100 Fica Taxes	8,962	9,897	11,163	11,443
52200 Retirement Contribution	9,601	9,380	9,980	10,222
52210 Deferred Compensation Match	161	0	0	0
52300 Life & Health Insurance	18,927	20,238	24,898	26,590
52400 Workers Compensation	313	194	222	228
53100 Professional Services	14,300	23,480	23,480	23,480
53400 Other Contractual Services	34,197	31,375	21,375	21,375
54000 Travel & Per Diem	1,081	4,025	3,150	3,150
54101 Communication - Phone System	14	100	95	96
54300 Utility Services	0	500	500	500
54505 Vehicle Coverage	484	401	382	386
54600 Repairs and Maintenance	0	5,500	5,500	5,500
54601 Vehicle Repair	147	435	571	571
54700 Printing and Binding	0	1,200	1,200	1,200
54800 Promotional Activities	60,459	18,650	36,150	36,150
54900 Other Current Charges & Obligations	-719	23,500	3,500	23,500
55100 Office Supplies	29	250	250	250
55200 Operating Supplies	18,254	23,995	23,995	23,995
55210 Fuel & Oil	0	90	90	90
55400 Publications, Subscriptions & Memberships	4,340	7,935	7,935	7,935
55401 Training	1,125	2,200	2,200	2,200
58100 Aids To Government Agencies	22,050	0	0	0
001-127-513 Totals	314,316	312,706	322,550	348,448
Office of Sustainability Totals	314,316	312,706	322,550	348,448

Leon County Fiscal Year 2020 Adopted Budget

Solid Waste

Organizational Code / Account		FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
401-416-534 Yard Waste					
51200 Regular Salaries and Wages		45,808	44,335	33,740	34,752
51400 Overtime		490	3,900	3,900	3,900
52100 Fica Taxes		3,068	3,442	2,608	2,685
52200 Retirement Contribution		3,626	3,662	2,858	2,943
52210 Deferred Compensation Match		0	997	997	997
52300 Life & Health Insurance		19,420	21,716	17,234	18,409
52400 Workers Compensation		4,900	2,588	2,171	2,237
53400 Other Contractual Services		371,493	303,793	298,263	312,662
54400 Rentals and Leases		0	1,650	1,650	1,650
54600 Repairs and Maintenance		0	17,909	7,500	7,500
54900 Other Current Charges & Obligations		0	1,400	5,500	1,400
55200 Operating Supplies		0	1,400	1,460	1,460
55210 Fuel & Oil		0	10,000	10,000	10,000
55401 Training		0	300	300	300
	401-416-534 Totals	448,804	417,092	388,181	400,895
401-437-534 Rural Waste Service Centers					
51200 Regular Salaries and Wages		280,225	237,907	225,245	231,620
51250 Regular OPS Salaries		11,892	24,950	24,950	24,950
51400 Overtime		14,696	25,000	25,000	25,000
51500 Special Pay		0	0	2,100	2,100
52100 Fica Taxes		22,459	20,607	19,310	19,800
52200 Retirement Contribution		23,890	19,683	18,823	19,354
52210 Deferred Compensation Match		1,028	1,093	1,093	1,093
52300 Life & Health Insurance		53,719	76,681	111,528	119,147
52400 Workers Compensation		31,394	14,434	15,888	16,298
53400 Other Contractual Services		75,602	77,022	69,074	69,126
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		0	2,780	2,780	2,780
54505 Vehicle Coverage		5,144	4,263	6,028	6,088
54600 Repairs and Maintenance		8,915	52,500	60,500	60,500
54601 Vehicle Repair		21,166	40,715	36,227	36,227
54700 Printing and Binding		0	2,300	2,300	2,300
54900 Other Current Charges & Obligations		140	140	140	140
55100 Office Supplies		112	682	682	682
55200 Operating Supplies		9,359	8,100	8,100	8,100
55210 Fuel & Oil		65,882	47,035	47,130	47,130
	401-437-534 Totals	625,623	659,917	680,923	696,460
401-441-534 Transfer Station Operations					
51200 Regular Salaries and Wages		496,636	461,122	498,546	513,470
51400 Overtime		11,030	20,000	20,000	20,000
51500 Special Pay		0	2,507	3,300	3,300
52100 Fica Taxes		36,829	36,640	39,479	40,623
52200 Retirement Contribution		41,712	40,563	42,134	43,399
52210 Deferred Compensation Match		2,356	3,734	3,734	3,734
52300 Life & Health Insurance		94,172	132,099	146,163	155,039
52400 Workers Compensation		49,058	23,905	28,413	29,267
53100 Professional Services		2,450	0	0	0
53400 Other Contractual Services		5,893,863	6,136,007	7,237,723	7,361,691
54000 Travel & Per Diem		0	500	500	500
54100 Communications		44	535	535	535
54101 Communication - Phone System		380	345	320	323
54200 Postage		0	0	1,000	0
54400 Rentals and Leases		3,157	4,805	4,880	4,880
54505 Vehicle Coverage		1,103	1,766	0	0
54600 Repairs and Maintenance		23,018	115,835	115,135	115,135
54601 Vehicle Repair		66,602	59,243	53,380	53,380

Leon County Fiscal Year 2020 Adopted Budget

Solid Waste

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
401-441-534 Transfer Station Operations				
54700 Printing and Binding	0	200	900	900
54900 Other Current Charges & Obligations	0	5,650	5,650	5,650
55100 Office Supplies	0	1,070	1,070	1,070
55200 Operating Supplies	19,980	18,780	17,780	17,780
55210 Fuel & Oil	142,149	12,773	93,865	93,865
55400 Publications, Subscriptions & Memberships	0	200	200	200
55401 Training	490	1,050	1,050	1,050
401-441-534 Totals	6,885,029	7,079,329	8,315,757	8,465,791
401-442-534 Solid Waste Management Facility				
51200 Regular Salaries and Wages	94,022	96,819	63,200	65,096
51400 Overtime	6,900	9,100	9,100	9,100
51500 Special Pay	0	3,490	3,000	3,000
52100 Fica Taxes	7,408	7,735	5,088	5,234
52200 Retirement Contribution	7,884	7,997	5,353	5,512
52210 Deferred Compensation Match	25	1,956	1,956	1,956
52300 Life & Health Insurance	28,431	32,964	18,470	19,677
52400 Workers Compensation	9,396	5,269	3,635	3,744
53100 Professional Services	38,066	53,000	53,000	53,000
53400 Other Contractual Services	76,706	78,020	78,020	78,020
54000 Travel & Per Diem	0	500	500	500
54100 Communications	1,722	1,260	1,632	1,632
54101 Communication - Phone System	2,782	905	850	859
54102 DMS Centrex Billing	452	0	1,970	1,990
54200 Postage	182	500	500	500
54300 Utility Services	19,182	69,683	69,683	69,683
54400 Rentals and Leases	8,174	12,665	12,915	12,915
54505 Vehicle Coverage	9,257	10,961	12,762	12,890
54600 Repairs and Maintenance	17,046	75,280	42,180	42,180
54601 Vehicle Repair	37,385	57,415	42,507	42,507
54700 Printing and Binding	0	350	350	350
54900 Other Current Charges & Obligations	200	750	750	750
55100 Office Supplies	352	1,000	1,000	1,000
55200 Operating Supplies	9,219	14,100	13,728	13,728
55210 Fuel & Oil	13,693	10,865	10,000	10,000
55400 Publications, Subscriptions & Memberships	0	200	200	200
55401 Training	879	2,500	2,500	2,500
401-442-534 Totals	389,362	555,284	454,849	458,523
401-443-534 Hazardous Waste				
51200 Regular Salaries and Wages	171,297	165,216	171,903	177,044
51250 Regular OPS Salaries	0	16,030	25,730	26,502
51400 Overtime	41,097	36,000	36,000	36,000
51500 Special Pay	0	1,450	1,500	1,500
52100 Fica Taxes	15,829	14,442	15,694	16,147
52200 Retirement Contribution	20,519	18,087	19,376	19,957
52210 Deferred Compensation Match	1,338	985	985	985
52300 Life & Health Insurance	24,221	26,131	26,741	28,032
52400 Workers Compensation	18,648	10,432	12,459	12,833
53400 Other Contractual Services	376,967	332,116	338,547	344,149
54000 Travel & Per Diem	1,728	2,600	2,600	2,600
54101 Communication - Phone System	213	240	225	227
54200 Postage	400	25	25	25
54300 Utility Services	0	1,410	1,410	1,410
54505 Vehicle Coverage	1,836	1,522	410	414
54600 Repairs and Maintenance	6,687	8,000	8,000	8,000
54601 Vehicle Repair	4,564	6,665	5,668	5,668
54700 Printing and Binding	771	1,370	1,370	1,370
54800 Promotional Activities	1,974	4,300	4,300	4,300
54900 Other Current Charges & Obligations	1,998	2,000	2,000	2,000

Leon County Fiscal Year 2020 Adopted Budget

Solid Waste

Organizational Code / Account		FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
401-443-534 Hazardous Waste					
55100 Office Supplies		19	450	450	450
55200 Operating Supplies		54,600	45,300	45,300	45,300
55210 Fuel & Oil		657	1,135	1,125	1,125
55400 Publications, Subscriptions & Memberships		565	601	601	601
55401 Training		289	200	200	200
	401-443-534 Totals	746,215	696,707	722,619	736,839
	Solid Waste Totals	9,095,034	9,408,329	10,562,329	10,758,508

Leon County Fiscal Year 2020 Adopted Budget

Clerk of the Circuit Court

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-132-586 Clerk - Finance Administration				
59302 Budget Transfers	1,670,645	1,764,742	1,852,423	1,907,996
001-132-586 Totals	1,670,645	1,764,742	1,852,423	1,907,996
110-537-614 Clerk - Article V Expenses				
54913 Clerk Circuit Court Fees	425,198	420,627	420,865	429,282
110-537-614 Totals	425,198	420,627	420,865	429,282
Clerk of the Circuit Court Totals	2,095,843	2,185,369	2,273,288	2,337,278

Leon County Fiscal Year 2020 Adopted Budget

Property Appraiser

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-512-586 Property Appraiser				
59306 Budget Transfer	5,091,369	5,088,414	5,059,837	5,180,406
001-512-586 Totals	5,091,369	5,088,414	5,059,837	5,180,406
Property Appraiser Totals	5,091,369	5,088,414	5,059,837	5,180,406

Leon County Fiscal Year 2020 Adopted Budget

Sheriff

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
110-510-586 Law Enforcement				
51100 Executive Salaries	77,638	75,789	76,311	76,311
51200 Regular Salaries and Wages	20,868,656	20,681,510	21,173,785	22,444,212
51300 Other Salaries & Wages	184,024	140,974	192,275	192,275
51400 Overtime	1,219,801	1,032,925	1,100,450	1,111,455
51500 Special Pay	189,462	187,560	194,460	200,294
52100 Fica Taxes	1,634,914	1,636,333	1,670,765	1,729,242
52200 Retirement Contribution	4,464,009	4,393,396	4,626,316	4,765,105
52300 Life & Health Insurance	3,770,721	4,753,795	4,948,765	5,440,020
52400 Workers Compensation	387,604	404,113	415,976	420,136
52500 Unemployment Compensation	1,201	10,000	10,000	10,000
53143 Other Administrative / Professional	42,367	24,000	35,000	35,000
53144 Professional Services / Medical	40,030	47,205	52,550	52,550
53400 Other Contractual Services	128,156	161,837	222,440	222,440
53500 Investigations	49,325	60,000	75,000	75,000
54041 Travel and Per Diem	127,053	105,310	148,780	148,780
54042 Travel / Private Vehicle	654	200	200	200
54100 Communications	350,412	464,923	484,061	484,061
54200 Postage	12,295	34,790	23,000	23,000
54300 Utility Services	190,752	175,108	198,096	198,096
54400 Rentals and Leases	91,291	85,889	250,469	250,469
54506 Property Insurance	26,763	28,101	29,506	29,506
54541 Insurance / Auto	232,413	349,362	359,417	359,417
54542 Insurance / Professional Liability	279,464	319,397	349,304	349,304
54600 Repairs and Maintenance	1,245	0	0	0
54641 Repair and Maintenance / Autos	792,999	725,842	834,381	834,381
54643 Repair and Maintenance / Radios	39,929	22,237	26,017	26,017
54644 Repair and Maintenance / Office Equipment	303,656	560,932	625,619	625,619
54646 Repair and Maintenance / Facilities	182,674	226,586	227,086	227,086
54700 Printing and Binding	28,063	56,798	56,825	56,825
54942 Other Current Charges / Auto	188,653	115,675	115,675	115,675
54948 Other Current Charges / Other	65,546	81,926	293,647	293,647
54949 Uniform Cleaning	26,772	47,200	29,000	29,000
54950 Tuition Assistance	3,750	2,500	2,500	2,500
55100 Office Supplies	31,975	35,750	35,750	35,750
55240 Data Processing Supplies	21,104	52,000	36,000	36,000
55241 Operating Supplies / Fuel and Lubrication	753,266	820,770	855,516	855,516
55242 Operating Supplies / Ammo	73,159	107,000	107,280	107,280
55244 Operating Supplies / Investigative	22,253	35,680	35,180	35,180
55248 Operating Supplies / Motorcycles and Boats	3,279	10,000	10,000	10,000
55249 Operating Supplies / Miscellaneous	290,537	286,978	549,169	549,169
55250 Operating Supplies / Uniforms	283,333	379,932	413,428	413,428
55275 Computer Software	104,976	5,500	108,700	108,700
55280 Computer Hardware <$1000 unit	0	29,500	9,600	9,600
55400 Publications, Subscriptions & Memberships	58,892	30,307	94,607	94,607
55401 Training	98,800	113,175	136,825	136,825
56441 Machinery and Equipment / Auto	657,892	1,200,500	1,517,500	1,517,500
56443 Machinery and Equipment / Radio	43,596	37,000	9,600	9,600
56444 Machinery and Equipment / Office	80,516	123,955	349,750	349,750
56445 Machinery and Equipment / Investigation	6,101	7,200	0	0
56448 Machinery and Equipment / Other	34,284	112,850	233,000	233,000
59000 Sheriff Contingency - Operating	0	100,000	100,000	100,000
59010 Sheriff - Less SRO Contract	-1,553,927	-1,857,374	-2,116,479	-2,158,809
59100 Transfer	-456,632	0	0	0
110-510-586 Totals	36,555,693	38,642,936	41,333,102	43,270,719
110-511-586 Corrections				
51100 Executive Salaries	77,638	75,789	76,311	76,311
51200 Regular Salaries and Wages	15,525,819	15,498,924	16,011,304	16,971,982
51300 Other Salaries & Wages	320	0	10,400	10,400
51400 Overtime	928,956	728,450	864,500	873,145
51500 Special Pay	65,164	66,780	68,940	68,940

Leon County Fiscal Year 2020 Adopted Budget

Sheriff

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
110-511-586 Corrections				
52100 Fica Taxes	1,187,997	1,212,214	1,259,283	1,322,373
52200 Retirement Contribution	3,305,597	3,194,806	3,426,974	3,529,783
52300 Life & Health Insurance	3,292,812	4,288,865	4,369,501	4,806,582
52400 Workers Compensation	299,144	304,975	321,504	321,504
52500 Unemployment Compensation	0	20,000	20,000	20,000
53144 Professional Services / Medical	16,048	17,800	19,900	19,900
53400 Other Contractual Services	5,836,277	7,636,065	6,213,243	6,213,243
53410 Contract Services Promotion	1,675,309	0	1,650,000	1,650,000
54010 Travel-Local Mileage	248	200	200	200
54041 Travel and Per Diem	12,396	26,200	21,000	21,000
54100 Communications	50,230	79,758	87,048	87,048
54200 Postage	1,018	1,090	1,090	1,090
54300 Utility Services	929,406	937,650	938,350	938,350
54443 Rentals and Leases / Other	29,757	17,113	27,113	27,113
54506 Property Insurance	237,651	249,534	262,011	262,011
54541 Insurance / Auto	15,000	16,000	17,000	17,000
54542 Insurance / Professional Liability	224,978	255,153	268,432	268,432
54544 Insurance Prisoner/Medical	125,461	126,000	126,000	126,000
54641 Repair and Maintenance / Autos	36,940	33,500	51,500	51,500
54643 Repair and Maintenance / Radios	0	1,644	0	0
54644 Repair and Maintenance / Office Equipment	93,618	283,319	296,951	296,951
54646 Repair and Maintenance / Facilities	534,975	466,034	473,534	473,534
54700 Printing and Binding	24,319	12,500	12,500	12,500
54948 Other Current Charges / Other	19,843	15,000	115,000	115,000
54949 Uniform Cleaning	3,858	44,300	21,500	21,500
54950 Tuition Assistance	2,400	2,500	2,500	2,500
55100 Office Supplies	22,334	25,750	25,750	25,750
55200 Operating Supplies	42,265	176,312	172,745	172,745
55240 Data Processing Supplies	27,168	25,000	25,000	25,000
55241 Operating Supplies / Fuel and Lubrication	22,475	35,910	35,910	35,910
55246 Operating Supplies / Other Jail Supplies	332,406	406,254	500,286	500,286
55250 Operating Supplies / Uniforms	99,452	207,344	187,600	187,600
55275 Computer Software	27,010	0	0	0
55400 Publications, Subscriptions & Memberships	17,918	4,939	65,089	65,089
55401 Training	12,677	14,028	6,500	6,500
56400 Machinery and Equipment	36,818	32,466	85,602	85,602
56441 Machinery and Equipment / Auto	0	60,000	60,000	60,000
56442 Machinery and Equipment - Jail	7,142	123,000	110,000	110,000
56443 Machinery and Equipment / Radio	0	10,400	0	0
59000 Sheriff Contingency - Operating	0	100,000	100,000	100,000
59100 Transfer	462,270	0	0	0
110-511-586 Totals	35,663,114	36,833,566	38,408,071	39,980,374
Sheriff Totals	72,218,808	75,476,502	79,741,173	83,251,093

Leon County Fiscal Year 2020 Adopted Budget

Supervisor of Elections

Organizational Code / Account		FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
060-520-513 Voter Registration					
51100 Executive Salaries		140,694	143,609	144,634	146,060
51200 Regular Salaries and Wages		1,219,146	1,224,052	1,278,884	1,321,794
52100 Fica Taxes		98,623	106,485	109,211	111,927
52200 Retirement Contribution		269,712	265,922	295,210	301,845
52210 Deferred Compensation Match		3,113	3,500	3,500	3,500
52300 Life & Health Insurance		188,563	217,733	255,685	272,133
52400 Workers Compensation		6,750	4,327	4,931	5,055
52600 Class C Travel		147	0	0	0
53100 Professional Services		0	3,750	0	3,750
53400 Other Contractual Services		45,807	23,300	28,300	24,400
54000 Travel & Per Diem		22,030	17,000	20,000	34,600
54100 Communications		3,296	4,000	3,400	3,400
54101 Communication - Phone System		2,280	1,710	1,695	1,712
54102 DMS Centrex Billing		293	0	0	0
54200 Postage		-5,172	39,242	36,300	47,300
54400 Rentals and Leases		339,849	386,353	410,541	415,568
54505 Vehicle Coverage		1,037	859	819	827
54600 Repairs and Maintenance		102,275	111,558	141,434	160,461
54700 Printing and Binding		15,356	38,923	33,356	38,550
54711 Printing & Binding / School Elections		937	0	0	0
54800 Promotional Activities		11,353	28,565	15,580	13,000
54900 Other Current Charges & Obligations		4,083	8,700	4,900	4,150
54961 Administrative Hearing		3,298	0	0	0
55100 Office Supplies		6,463	12,148	16,401	13,175
55200 Operating Supplies		22,103	9,425	18,473	11,200
55210 Fuel & Oil		56	0	0	0
55400 Publications, Subscriptions & Memberships		8,426	11,286	12,386	12,386
55401 Training		10,923	23,400	8,000	30,200
56201 Building Improvements		0	6,400	0	0
56400 Machinery and Equipment		26,947	0	2,500	0
56410 Machinery & Equipment <$750		9,918	4,490	12,180	1,500
	060-520-513 Totals	2,558,305	2,696,737	2,858,320	2,978,493
060-520-586 Elections					
59308 SOE-BUDGET TRANSFER		215,407	0	0	0
	060-520-586 Totals	215,407	0	0	0
060-521-513 Elections					
51250 Regular OPS Salaries		65,162	256,276	733,631	231,767
51300 Other Salaries & Wages		181,616	19,705	0	0
52100 Fica Taxes		18,532	9,402	55,927	18,366
52200 Retirement Contribution		5,271	30,750	49,633	14,336
52300 Life & Health Insurance		26,030	644	54,435	20,000
52400 Workers Compensation		1,005	0	2,521	762
52600 Class C Travel		110	6,750	0	0
53100 Professional Services		1,980	438,162	6,250	6,250
53400 Other Contractual Services		102,445	0	679,829	361,410
53441 Other Contractual / Poll Workers		149,175	0	0	0
53442 Other Cont / Elec Temp Agency Help		63,468	0	0	0
53443 Other Cont / Election Security		22,749	5,750	0	0
54000 Travel & Per Diem		5,377	11,230	9,600	3,750
54100 Communications		2,921	15,000	17,646	10,896
54101 Communication - Phone System		15,756	1,215	925	934
54102 DMS Centrex Billing		3,375	38,875	14,280	14,423
54200 Postage		68,523	17,320	129,640	65,220
54400 Rentals and Leases		4,170	0	32,600	16,300
54410 Rental and Leases / Polling Place St		12,133	301,531	0	0
54600 Repairs and Maintenance		293,011	2,745	343,848	338,118
54601 Vehicle Repair		950	136,372	2,485	2,485
54700 Printing and Binding		41,217	0	268,064	172,293

Leon County Fiscal Year 2020 Adopted Budget

Supervisor of Elections

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
060-521-513 Elections				
54712 Printing & Binding / Elections Ballots	64,040	0	0	0
54713 Printing & Binding / PW Training Mate	17,506	0	0	0
54714 Printing & Binding / Precinct Notices	294	26,700	0	0
54800 Promotional Activities	26,272	14,050	55,500	39,250
54900 Other Current Charges & Obligations	16,074	0	20,650	13,850
54962 Canvassing Board	414	64,570	0	0
55100 Office Supplies	27,454	6,285	98,126	45,706
55200 Operating Supplies	18,434	2,630	18,301	5,600
55210 Fuel & Oil	1,548	0	2,630	2,630
55261 Operating Supplies / Early Voting	370	0	0	0
55400 Publications, Subscriptions & Memberships	162	0	0	0
55401 Training	1,156	9,000	1,725	0
56400 Machinery And Equipment	114,890	6,500	4,500	11,000
56410 Machinery & Equipment <$750	12,493	0	24,222	13,300
060-521-513 Totals	1,386,081	1,421,462	2,626,968	1,408,646
060-521-586 Elections				
59308 SOE-BUDGET TRANSFER	116,707	0	0	0
060-521-586 Totals	116,707	0	0	0
061-953017-513 2016/17 Federal Elections Grant				
54200 Postage	3,051	0	0	0
54700 Printing and Binding	52,179	0	0	0
061-953017-513 Totals	55,230	0	0	0
061-953019-513 Elections Security Grant				
53400 Other Contractual Services	65,222	0	0	0
54200 Postage	129	0	0	0
54600 Repairs and Maintenance	4,500	0	0	0
55100 Office Supplies	2,884	0	0	0
55200 Operating Supplies	1,063	0	0	0
56400 Machinery and Equipment	51,056	0	0	0
56410 Machinery & Equipment <$750	16,215	0	0	0
061-953019-513 Totals	141,069	0	0	0
061-953020-513 Albert Monitoring Grant				
53400 Other Contractual Services	4,620	0	0	0
56400 Machinery and Equipment	5,112	0	0	0
061-953020-513 Totals	9,732	0	0	0
Supervisor of Elections Totals	4,482,531	4,118,199	5,485,288	4,387,139

Leon County Fiscal Year 2020 Adopted Budget

Tax Collector

Organizational Code / Account		FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-513-586 Tax Collector					
59307 Budget Transfer		4,689,603	4,932,000	5,077,511	5,179,061
	001-513-586 Totals	4,689,603	4,932,000	5,077,511	5,179,061
123-513-586 Tax Collector					
59307 Budget Transfer		67,617	65,920	71,850	72,568
	123-513-586 Totals	67,617	65,920	71,850	72,568
135-513-586 Tax Collector					
59307 Budget Transfer		150,144	156,149	162,395	162,395
	135-513-586 Totals	150,144	156,149	162,395	162,395
145-513-586 Tax Collector					
59307 Budget Transfer		47,048	47,849	50,590	51,096
	145-513-586 Totals	47,048	47,849	50,590	51,096
162-513-586 Tax Collector					
59307 Budget Transfer		3,262	5,500	5,500	5,500
	162-513-586 Totals	3,262	5,500	5,500	5,500
164-513-586 Tax Collector					
59307 Budget Transfer		4,497	5,000	5,000	5,000
	164-513-586 Totals	4,497	5,000	5,000	5,000
401-513-586 Tax Collector					
59307 Budget Transfer		29,902	32,620	33,598	34,606
	401-513-586 Totals	29,902	32,620	33,598	34,606
	Tax Collector Totals	4,992,073	5,245,038	5,406,444	5,510,226

Leon County Fiscal Year 2020 Adopted Budget

Court Administration

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-540-601 Court Administration				
51200 Regular Salaries and Wages	133,600	132,478	132,155	136,119
52100 Fica Taxes	9,568	10,152	10,109	10,413
52200 Retirement Contribution	13,442	13,993	11,194	11,529
52300 Life & Health Insurance	33,831	26,868	32,368	34,605
52400 Workers Compensation	306	179	202	209
53400 Other Contractual Services	292	9,900	9,900	9,900
54000 Travel & Per Diem	1,008	198	209	209
54100 Communications	3,105	4,329	4,329	4,329
54102 DMS Centrex Billing	0	185	0	0
54200 Postage	29	200	200	200
54400 Rentals and Leases	3,659	0	0	0
54700 Printing and Binding	220	200	200	200
54900 Other Current Charges & Obligations	149	1,401	1,401	1,401
55100 Office Supplies	326	450	450	450
55200 Operating Supplies	5,951	2,092	2,092	2,092
55401 Training	458	1,800	1,800	1,800
001-540-601 Totals	205,945	204,425	206,609	213,456
001-540-713 Court Information Systems				
54101 Communication - Phone System	12,279	10,705	10,015	10,115
54102 DMS Centrex Billing	799	0	1,800	1,818
001-540-713 Totals	13,078	10,705	11,815	11,933
Court Administration Totals	219,023	215,130	218,424	225,389

Leon County Fiscal Year 2020 Adopted Budget

State Attorney

Organizational Code / Account		FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
110-532-602 State Attorney					
51300 Other Salaries & Wages		37,000	37,000	37,000	37,000
53500 Investigations		0	5,400	5,400	5,400
54000 Travel & Per Diem		1,347	2,000	2,000	2,000
54100 Communications		5,000	7,000	7,000	7,000
54200 Postage		15	0	0	0
54400 Rentals and Leases		40	0	0	0
54600 Repairs and Maintenance		1,051	5,700	5,700	5,700
54900 Other Current Charges & Obligations		20,025	40,500	40,500	40,500
55200 Operating Supplies		34,768	21,000	21,000	21,000
	110-532-602 Totals	99,247	118,600	118,600	118,600
110-532-713 State Attorney					
54101 Communication - Phone System		13,134	14,700	13,520	13,655
	110-532-713 Totals	13,134	14,700	13,520	13,655
	State Attorney Totals	112,381	133,300	132,120	132,255

Leon County Fiscal Year 2020 Adopted Budget

Public Defender

Organizational Code / Account		FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
110-533-603 Public Defender					
51300 Other Salaries & Wages		37,000	37,000	37,000	37,000
52200 Retirement Contribution		729	0	0	0
53100 Professional Services		0	10,438	10,438	10,438
53500 Investigations		6,594	8,150	8,150	8,150
54100 Communications		8,195	12,240	12,240	12,240
54200 Postage		337	1,291	1,291	1,291
54400 Rentals and Leases		9,692	13,640	13,640	13,640
54900 Other Current Charges & Obligations		426	7,000	7,000	7,000
55100 Office Supplies		210	0	0	0
55200 Operating Supplies		44,213	28,766	28,766	28,766
	110-533-603 Totals	107,397	118,525	118,525	118,525
110-533-713 Public Defender					
54101 Communication - Phone System		17,483	17,865	16,455	16,620
	110-533-713 Totals	17,483	17,865	16,455	16,620
	Public Defender Totals	124,880	136,390	134,980	135,145

Leon County Fiscal Year 2020 Adopted Budget

Other Court-Related Programs

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
110-555-715 Legal Aid				
58224 Legal Services Of North Fl (801)	257,500	259,914	259,914	134,914
110-555-715 Totals	257,500	259,914	259,914	134,914
114-586-662 Court Administration - Teen Court				
51200 Regular Salaries and Wages	65,411	37,754	39,489	40,674
52100 Fica Taxes	4,435	2,945	3,234	3,326
52200 Retirement Contribution	5,138	3,119	3,345	3,445
52300 Life & Health Insurance	24,593	16,066	14,097	14,879
52400 Workers Compensation	170	57	60	62
53400 Other Contractual Services	2,092	2,300	2,300	2,300
54000 Travel & Per Diem	704	1,325	1,325	1,325
54200 Postage	129	250	250	250
54400 Rentals and Leases	0	1,401	1,401	1,401
54700 Printing and Binding	0	400	400	400
54900 Other Current Charges & Obligations	0	750	750	750
55100 Office Supplies	0	813	813	1,411
55200 Operating Supplies	0	1,650	1,650	1,650
55400 Publications, Subscriptions & Membe	0	200	200	200
55401 Training	250	1,785	1,785	1,785
114-586-662 Totals	102,921	70,815	71,099	73,858
117-509-569 Alternative Juvenile Programs				
51200 Regular Salaries and Wages	59,498	61,085	62,918	64,806
51500 Special Pay	-20,788	-21,896	-20,372	-20,984
52100 Fica Taxes	4,434	4,673	4,813	4,958
52200 Retirement Contribution	4,751	5,046	5,329	5,489
52300 Life & Health Insurance	7,464	8,003	8,266	8,831
52400 Workers Compensation	154	92	96	99
55200 Operating Supplies	0	3,302	3,302	3,302
117-509-569 Totals	55,513	60,305	64,352	66,501
117-546-714 Law Library				
56600 Books, Publications & Library Material	0	53,105	51,490	51,775
117-546-714 Totals	0	53,105	51,490	51,775
117-548-662 Judicial Programs/Article V				
51200 Regular Salaries and Wages	54,663	134,031	139,967	144,166
51300 Other Salaries & Wages	0	15,760	21,806	0
51500 Special Pay	-27,895	-32,667	-32,667	-33,647
52100 Fica Taxes	4,115	6,599	11,022	11,347
52200 Retirement Contribution	4,424	6,783	14,852	15,298
52300 Life & Health Insurance	4,156	16,345	26,627	28,291
52400 Workers Compensation	126	119	195	201
55200 Operating Supplies	993	5,759	5,758	5,758
117-548-662 Totals	40,582	152,729	187,560	171,414
117-555-715 Legal Aid - Court				
58224 Legal Services Of North Fl (801)	44,000	53,105	51,490	51,775
117-555-715 Totals	44,000	53,105	51,490	51,775
Other Court-Related Programs Totals	500,516	649,973	685,905	550,237

Leon County Fiscal Year 2020 Adopted Budget

Guardian Ad Litem

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-547-685 Guardian Ad Litem				
53400 Other Contractual Services	4,985	4,918	5,214	5,214
54100 Communications	12,167	13,824	14,296	14,296
54200 Postage	1,765	1,200	1,200	1,200
001-547-685 Totals	18,918	19,942	20,710	20,710
001-547-713 GAL Information Systems				
54101 Communication - Phone System	2,513	2,755	2,535	2,560
54102 DMS Centrex Billing	59	15	180	182
001-547-713 Totals	2,572	2,770	2,715	2,742
Guardian Ad Litem Totals	21,489	22,712	23,425	23,452

Leon County Fiscal Year 2020 Adopted Budget

Fire Control

Organizational Code / Account		FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
145-838-522 Fire Services Payment					
53400 Other Contractual Services		2,308,886	7,554,132	7,852,738	7,930,401
	145-838-522 Totals	2,308,886	7,554,132	7,852,738	7,930,401
145-843-522 Volunteer Fire Department					
54200 Postage		659	0	0	0
54800 Promotional Activities		287,175	482,479	482,479	482,479
	145-843-522 Totals	287,835	482,479	482,479	482,479
	Fire Control Totals	2,596,721	8,036,611	8,335,217	8,412,880

Leon County Fiscal Year 2020 Adopted Budget

Other Non-Operating

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-114-512 PLACE - Economic Development				
54101 Communication - Phone System	228	0	0	0
58100 Aids To Government Agencies	306,346	304,755	77,000	0
001-114-512 Totals	306,574	304,755	77,000	0
001-278-551 Summer Youth Employment				
51300 Other Salaries & Wages	32,730	32,640	32,696	32,753
52100 Fica Taxes	2,458	2,454	2,458	2,462
52400 Workers Compensation	337	337	337	337
54200 Postage	195	800	800	800
54700 Printing And Binding	95	500	500	500
55200 Operating Supplies	985	3,875	3,875	3,875
001-278-551 Totals	36,800	40,606	40,666	40,727
001-402-515 Capital Regional Transportation Planning Agency				
51200 Regular Salaries And Wages	19,075	0	0	0
52100 Fica Taxes	1,442	0	0	0
52200 Retirement Contribution	1,834	0	0	0
52300 Life & Health Insurance	693	0	0	0
52400 Workers Compensation	50	0	0	0
001-402-515 Totals	23,093	0	0	0
001-403-515 Blueprint 2000				
51200 Regular Salaries And Wages	459,996	480,801	312,504	321,687
51500 Special Pay	0	6,400	5,400	5,400
52100 Fica Taxes	29,883	32,027	22,641	23,189
52200 Retirement Contribution	47,877	51,694	39,932	41,130
52300 Life & Health Insurance	62,119	65,152	55,788	59,551
52400 Workers Compensation	1,007	619	454	468
001-403-515 Totals	600,882	636,693	436,719	451,425
001-820-519 Non-Operating General Fund				
52500 Unemployment Compensation	0	50,000	50,000	50,000
53100 Professional Services	75,470	140,834	210,741	162,689
53102 Mental Health & Alcohol	3,465	7,500	7,500	7,500
53160 Bank Service Charges	186,317	166,000	205,000	205,000
53200 Accounting And Auditing	261,003	298,000	298,000	298,000
53400 Other Contractual Services	3,495	0	0	0
54000 Travel & Per Diem	0	5,000	5,000	5,000
54400 Rentals And Leases	16,007	19,920	20,915	20,915
54900 Other Current Charges & Obligations	129,701	68,520	68,519	68,519
54908 Other Current Charges & Obligations	34,202	0	25,000	25,000
55400 Publications, Subscriptions & Membe	69,733	25,000	79,712	78,913
58100 Aids To Government Agencies	17,809	65,385	0	0
58200 Aids To Private Organizations	44,801	31,000	31,000	31,000
585463 Housing Rehab	7,810	0	0	0
001-820-519 Totals	849,812	877,159	1,001,387	952,536
001-972-559 CRA-Payment				
54900 Other Current Charges & Obligations	2,782,393	2,277,443	2,733,540	2,863,222
001-972-559 Totals	2,782,393	2,277,443	2,733,540	2,863,222
110-620-689 Juvenile Detention Payment - State				
58100 Aids To Government Agencies	1,079,656	900,000	1,567,768	1,614,801
110-620-689 Totals	1,079,656	900,000	1,567,768	1,614,801

Leon County Fiscal Year 2020 Adopted Budget

Other Non-Operating

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
116-800-562 Drug Abuse				
53400 Other Contractual Services	82,505	87,068	80,750	84,835
116-800-562 Totals	82,505	87,068	80,750	84,835
125-991-595 Grant Match Funds				
54900 Other Current Charges & Obligations	0	90,000	90,000	90,000
125-991-595 Totals	0	90,000	90,000	90,000
131-529-519 800 Mhz System Maintenance				
53400 Other Contractual Services	626,824	700,061	619,626	638,215
54900 Other Current Charges & Obligations	676,936	672,523	884,685	911,226
56400 Machinery And Equipment	347,100	137,309	137,509	137,509
131-529-519 Totals	1,650,860	1,509,893	1,641,820	1,686,950
140-838-572 Payment to City- Parks & Recreation				
53400 Other Contractual Services	1,327,749	1,384,178	1,443,005	1,504,334
140-838-572 Totals	1,327,749	1,384,178	1,443,005	1,504,334
164-838-535 Sewer Services Killearn Lakes Units I and II				
58100 Aids To Government Agencies	220,495	232,500	232,500	232,500
164-838-535 Totals	220,495	232,500	232,500	232,500
Other Non-Operating Totals	8,960,820	8,340,295	9,345,155	9,521,330

Leon County Fiscal Year 2020 Adopted Budget

Risk Financing & Workers Comp

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
501-821-596 Workers' Comp Risk Management				
54502 A D & D Law Enforcement	24,435	25,818	26,578	26,844
54503 Public Official Liability	307,779	339,400	354,400	357,944
54504 Bonds	100	3,000	3,000	3,030
54505 Vehicle Coverage	201,118	205,100	223,400	225,634
54506 Property Insurance	715,159	747,050	688,000	694,825
54507 Aviation Insurance	44,051	44,900	46,500	46,965
54508 VFD - G/L Property, Equipment	39,927	40,700	40,200	40,602
54509 Excess Deposit Premium	174,133	196,900	230,000	232,300
54510 Service Fee	55,875	57,000	58,700	59,287
54513 State Assessment	56,357	56,500	57,500	58,075
54514 Workers Comp Claims	1,723,953	1,200,000	1,600,000	1,616,000
54515 At Fault Vehicle Repair Claims	25,587	30,000	30,000	30,300
54516 General Liability Claims	32,034	110,000	110,000	110,000
54600 Repairs and Maintenance	7,598	40,000	40,000	40,000
54900 Other Current Charges & Obligations	11,521	30,000	30,000	30,000
501-821-596 Totals	3,419,628	3,126,368	3,538,278	3,571,806
Risk Financing & Workers Comp Totals	3,419,628	3,126,368	3,538,278	3,571,806

Leon County Fiscal Year 2020 Adopted Budget

Communications

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
001-470-519 MIS Automation - General Fund				
54110 Com-net Communications	162,120	158,840	0	186,709
54600 Repairs and Maintenance	102,175	92,652	0	113,973
001-470-519 Totals	264,295	251,492	0	300,682
060-470-513 MIS Automation-SOE				
54600 Repairs and Maintenance	15,440	15,381	28,094	28,375
060-470-513 Totals	15,440	15,381	28,094	28,375
106-470-541 MIS Automation - Transportation Trust				
54110 Com-net Communications	12,880	13,320	0	13,150
54600 Repairs and Maintenance	6,860	6,835	0	8,227
106-470-541 Totals	19,740	20,155	0	21,377
110-470-602 MIS Automation - State Attorney				
54110 Com-net Communications	14,560	15,320	18,365	18,456
54600 Repairs and Maintenance	9,620	9,585	12,177	12,299
110-470-602 Totals	24,180	24,905	30,542	30,755
110-470-603 MIS Automation - Public Defender				
54110 Com-net Communications	22,120	23,200	27,505	27,644
54600 Repairs and Maintenance	19,765	19,690	23,068	23,299
110-470-603 Totals	41,885	42,890	50,573	50,943
111-470-523 MIS Automation - Probation Services				
54110 Com-net Communications	6,770	7,110	0	8,467
54600 Repairs and Maintenance	5,145	5,126	0	6,496
111-470-523 Totals	11,915	12,236	0	14,963
120-470-524 MIS Automation - Building Inspection				
54110 Com-net Communications	1,950	2,040	0	2,703
54600 Repairs and Maintenance	820	818	943	952
120-470-524 Totals	2,770	2,858	943	3,655
121-470-537 MIS Automation - Growth Management				
54110 Com-net Communications	7,330	7,660	0	10,186
54600 Repairs and Maintenance	7,455	7,431	0	8,661
121-470-537 Totals	14,785	15,091	0	18,847
123-470-538 MIS Automation - Stormwater				
54600 Repairs and Maintenance	75	100	86	87
123-470-538 Totals	75	100	86	87
135-470-526 MIS Automation - EMS Fund				
54110 Com-net Communications	9,190	9,670	0	11,643
54600 Repairs and Maintenance	3,955	4,383	0	5,283
135-470-526 Totals	13,145	14,053	0	16,926
140-470-562 MIS Automation - Animal Control				
54110 Com-net Communications	792	825	0	991
54600 Repairs and Maintenance	2,090	2,898	0	2,425
140-470-562 Totals	2,882	3,723	0	3,416
140-470-572 MIS Automation - Parks and Recreation				
54110 Com-net Communications	3,030	2,365	0	2,849

Leon County Fiscal Year 2020 Adopted Budget

Communications

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
140-470-572 MIS Automation - Parks and Recreation				
54600 Repairs and Maintenance	820	820	0	952
140-470-572 Totals	3,850	3,185	0	3,801
160-470-552 MIS Automation - Tourism Development				
54110 Com-net Communications	8,560	8,650	4,735	4,759
54600 Repairs and Maintenance	2,610	2,600	3,087	3,118
160-470-552 Totals	11,170	11,250	7,822	7,877
401-470-534 MIS Automation - Solid Waste Fund				
54110 Com-net Communications	19,480	20,700	0	21,401
54600 Repairs and Maintenance	3,360	3,344	0	3,984
401-470-534 Totals	22,840	24,044	0	25,385
501-470-513 MIS Automation-Risk Fund				
54600 Repairs and Maintenance	0	223	257	260
501-470-513 Totals	0	223	257	260
502-900-590 Communications Trust				
54100 Communications	9,434	0	0	0
54101 Communication - Phone System	197,476	316,380	273,996	276,736
54102 DMS Centrex Billing	47,058	6,450	61,775	62,392
54110 Com-net Communications	351,963	394,933	425,694	429,951
54400 Rentals and Leases	0	256,859	274,004	276,742
54600 Repairs and Maintenance	146,241	279,000	321,699	324,916
502-900-590 Totals	752,172	1,253,622	1,357,168	1,370,737
505-470-519 MIS Automation - Motor Pool Fund				
54110 Com-net Communications	590	620	740	744
54600 Repairs and Maintenance	1,120	1,264	1,458	1,473
505-470-519 Totals	1,710	1,884	2,198	2,217
Communications Totals	1,202,854	1,697,092	1,477,683	1,900,303

Leon County Fiscal Year 2020 Adopted Budget

Emergency Management

Organizational Code / Account	FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
125-864-525 Emergency Management				
53400 Other Contractual Services	11,565	14,500	14,500	14,500
54000 Travel & Per Diem	7,352	24,298	24,298	24,298
54100 Communications	3,939	3,648	15,648	15,648
54101 Communication - Phone System	0	0	1,800	1,818
54102 DMS Centrex Billing	0	1,105	1,055	1,066
54200 Postage	20	150	150	150
54400 Rentals and Leases	147	6,755	7,090	7,090
54500 Insurance	3,200	3,200	3,200	3,200
54505 Vehicle Coverage	27	631	310	310
54600 Repairs and Maintenance	0	8,895	8,895	8,895
54601 Vehicle Repair	0	2,385	2,456	2,456
54700 Printing and Binding	320	10,000	5,000	5,000
54800 Promotional Activities	9,126	5,000	12,665	12,665
54900 Other Current Charges & Obligations	539	2,000	3,000	3,000
55100 Office Supplies	145	2,500	1,294	1,294
55200 Operating Supplies	5,560	5,800	6,300	6,300
55210 Fuel & Oil	917	5,984	480	480
55400 Publications, Subscriptions & Memberships	1,224	3,080	3,080	3,080
55401 Training	1,570	11,000	10,000	10,000
56400 Machinery and Equipment	0	10,224	0	0
125-864-525 Totals	45,650	121,155	121,221	121,250
125-952001-525 Emergency Mgmt.-(EMPG) Base Grant-Federal				
51200 Regular Salaries and Wages	52,524	0	0	0
52100 Fica Taxes	3,647	0	0	0
52200 Retirement Contribution	4,101	0	0	0
52300 Life & Health Insurance	15,538	0	0	0
52400 Workers Compensation	137	0	0	0
125-952001-525 Totals	75,946	0	0	0
125-952002-525 Emergency Mgmt.-(EMPA) Base Grant-State				
51200 Regular Salaries and Wages	77,974	0	0	0
52100 Fica Taxes	5,599	0	0	0
52200 Retirement Contribution	6,131	0	0	0
52300 Life & Health Insurance	15,834	0	0	0
52400 Workers Compensation	203	0	0	0
125-952002-525 Totals	105,741	0	0	0
125-952005-525 EM-EMPG Federal Grant				
51200 Regular Salaries and Wages	6,851	0	0	0
52100 Fica Taxes	470	0	0	0
52200 Retirement Contribution	554	0	0	0
52300 Life & Health Insurance	2,286	0	0	0
52400 Workers Compensation	18	0	0	0
125-952005-525 Totals	10,179	0	0	0
125-952006-525 EMPA-Base Grant-State				
51200 Regular Salaries and Wages	10,171	0	0	0
52100 Fica Taxes	725	0	0	0
52200 Retirement Contribution	828	0	0	0
52300 Life & Health Insurance	2,346	0	0	0
52400 Workers Compensation	26	0	0	0
125-952006-525 Totals	14,096	0	0	0
125-952008-525 EMPA-Base Grant-State				
51200 Regular Salaries and Wages	0	0	92,154	94,919
51500 Special Pay	0	0	1,700	1,700
52100 Fica Taxes	0	0	7,148	7,359
52200 Retirement Contribution	0	0	7,805	8,040

Leon County Fiscal Year 2020 Adopted Budget

Emergency Management

Organizational Code / Account		FY 2018 Actual	FY 2019 Adopted	FY 2020 Tentative	FY 2021 Projected
125-952008-525 EMPA-Base Grant-State					
52300 Life & Health Insurance		0	0	21,371	22,739
52400 Workers Compensation		0	0	141	145
	125-952008-525 Totals	0	0	130,319	134,902
125-952009-525 EMPG Federal Grant					
51200 Regular Salaries and Wages		0	0	62,196	64,062
51500 Special Pay		0	0	1,200	1,200
52100 Fica Taxes		0	0	4,855	4,998
52200 Retirement Contribution		0	0	5,268	5,426
52300 Life & Health Insurance		0	0	21,060	22,418
52400 Workers Compensation		0	0	95	98
	125-952009-525 Totals	0	0	94,674	98,202
130-180-525 Enhanced E-911-Administration					
51200 Regular Salaries and Wages		268,274	274,851	271,701	278,321
51400 Overtime		14	0	0	0
51500 Special Pay		0	0	1,300	1,300
52100 Fica Taxes		19,577	21,879	21,361	21,868
52200 Retirement Contribution		20,724	22,702	23,013	23,575
52300 Life & Health Insurance		35,069	43,274	57,997	61,449
52400 Workers Compensation		698	414	415	426
53400 Other Contractual Services		86,277	629,997	624,107	626,607
54000 Travel & Per Diem		4,933	26,410	26,410	26,410
54100 Communications		148,420	18,684	18,684	18,684
54110 Com-net Communications		39,245	0	0	0
54200 Postage		41	20	20	20
54400 Rentals and Leases		0	4,800	4,800	4,800
54505 Vehicle Coverage		0	0	310	313
54541 Insurance / Auto		0	1,800	0	0
54542 Insurance / Professional Liability		0	1,155	1,155	1,155
54600 Repairs and Maintenance		341,365	87,300	79,234	79,234
54610 Repairs and Maintenance-Fleet		0	500	500	500
54644 Repair and Maintenance / Office Equipment		6,732	0	0	0
54700 Printing and Binding		0	500	500	500
54900 Other Current Charges & Obligations		0	30,000	18,666	30,000
55100 Office Supplies		2,850	4,200	4,200	4,200
55200 Operating Supplies		1,267	5,770	5,770	5,770
55400 Publications, Subscriptions & Memberships		548	685	685	685
55401 Training		5,842	34,343	34,343	34,343
59990 Budgeted Contingency		0	14,546	0	10,862
	130-180-525 Totals	981,875	1,223,830	1,195,171	1,231,022
130-470-525 MIS Automation					
54110 Com-net Communications		0	5,140	6,160	6,191
54600 Repairs and Maintenance		0	9,585	11,834	11,952
	130-470-525 Totals	0	14,725	17,994	18,143
130-495-525 Insurance for E-911					
54500 Insurance		0	2,235	2,235	2,235
	130-495-525 Totals	0	2,235	2,235	2,235
	Emergency Management Totals	1,233,488	1,361,945	1,561,614	1,605,754